

**SELDOVIA CITY COUNCIL
LAYDOWN
AUGUST 30, 2017**

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CONCLUSION AND RECOMMENDATIONS



NOTES

Report Criteria

Detail report.

Invoices with totals above \$0.00 included

Only unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
100-51-1070								
560	ALASKA MUNICIPAL LEAGUE/JI	18-312	bond fee	08/24/2017	900.00	.00		
Total 100-51-1070					900.00	.00		
100-51-8240								
5763	AMERICAN ASSOCIATION OF N	00-17663916	notary fee x2 Heidi & Jackie	08/02/2017	56.85	.00		
Total 100-51-8240					56.85	.00		
100-51-8310								
1470	CENTRAL SUITES	17SSA0814D0	hotel room for auditors	08/14/2017	129.00	.00		
Total 100-51-8310					129.00	.00		
100-51-8410								
3330	LEVESQUE LAW GROUP (V)	14363-2	professional services rendered	08/10/2017	63.00	.00		
Total 100-51-8410					63.00	.00		
100-51-8610								
560	ALASKA MUNICIPAL LEAGUE/JI	18-319	back ground check	08/25/2017	67.00	.00		
Total 100-51-8610					67.00	.00		
100-51-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	36.81	.00		
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	60.99	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	21.17	.00		
Total 100-51-8640					118.97	.00		
100-51-8720								
140	ACS	8/17/17-3	PHONE BILL	08/17/2017	1,045.98	.00		
Total 100-51-8720					1,045.98	.00		
100-51-8770								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	CITY OF SELDOVIA	08/07/2017	68.95	.00		
2640	HOMER ELECTRIC ASSOCIATI	M#58357	SELDOVIA STREET	08/07/2017	935.35	.00		
Total 100-51-8770					1,004.30	.00		
100-52-8150								
3310	LAYLA JANDT-PEDERSEN	00104	harbor master corprate renewal	08/22/2017	150.00	.00		
Total 100-52-8150					150.00	.00		
100-52-8630								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	29.44	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 100-52-8630					29.44	.00		
100-52-8640								
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	48.79	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	16.90	.00		
Total 100-52-8640					65.69	.00		
100-54-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	24.55	.00		
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	40.66	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	14.08	.00		
Total 100-54-8640					79.29	.00		
100-55-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	14.72	.00		
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	24.39	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	8.45	.00		
Total 100-55-8640					47.56	.00		
100-57-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	24.55	.00		
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	40.66	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	14.08	.00		
Total 100-57-8640					79.29	.00		
100-58-7140								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	STREET LIGHTS SELDOVIA	08/07/2017	1,576.14	.00		
Total 100-58-7140					1,576.14	.00		
100-58-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	34.35	.00		
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	56.92	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	19.72	.00		
Total 100-58-8640					110.99	.00		
100-58-8770								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	INDUST BUILDING - TEMP	08/07/2017	46.45	.00		
Total 100-58-8770					46.45	.00		
100-58-9115								
3010	KACHEMAK AUTO PARTS DBA	874261	silynder grey truck	07/30/2017	63.99	.00		
Total 100-58-9115					63.99	.00		
100-59-7140								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	SELDOVIA ST. 260	08/07/2017	858.43	.00		
Total 100-59-7140					858.43	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
100-60-8770								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	JAKALOF BAY RD.	08/07/2017	42.37	.00		
Total 100-60-8770:					42.37	.00		
100-68-8770								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	LIPKE LANE 259	08/07/2017	44.08	.00		
Total 100-68-8770:					44.08	.00		
200-71-8640								
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	28.46	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	9.86	.00		
Total 200-71-8640:					38.32	.00		
200-75-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	17.17	.00		
Total 200-75-8640:					17.17	.00		
510-81-8220								
3050	KAR A VAN	513774A	FREIGHT -WATER LINES	08/22/2017	125.00	.00		
4670	SMOKEY BAY AIR	081617023	freight -honda shop	08/16/2017	7.00	.00		
Total 510-81-8220:					132.00	.00		
510-81-8240								
2550	HD SUPPLY WATERWORKS	H528194	PIPES AND ELEXTRIC BOXES	08/22/2017	715.95	.00		
Total 510-81-8240:					715.95	.00		
510-81-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	7.37	.00		
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	12.19	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	4.22	.00		
Total 510-81-8640:					23.78	.00		
510-81-8770								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	AIRPORT AVE.	08/07/2017	43.72	.00		
2640	HOMER ELECTRIC ASSOCIATI	M#58357	MAIN ST. WATER SYS HEAT T	08/07/2017	44.74	.00		
Total 510-81-8770:					88.46	.00		
510-81-9124								
900	ANALYTICA GROUP	187346	WATER TESTING SUPPLIES	08/09/2017	25.00	.00		
4190	RAVN ALASKA	F7406846	freight -analytical	08/08/2017	20.00	.00		
4190	RAVN ALASKA	F7409761	freight analytical	08/10/2017	31.00	.00		
Total 510-81-9124:					76.00	.00		
520-82-8150								
5764	DEPARTMENT OF ENVIROMEN	8427	certificate waste water collection-	07/10/2017	100.00	.00		
Total 520-82-8150:					100.00	.00		

(3)

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
520-82-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	7.37	.00		
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	12.19	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	4.22	.00		
Total 520-82-8640					23.78	.00		
520-82-8770								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	SEWER FLIT STATION	08/07/2017	323.05	.00		
Total 520-82-8770					323.05	.00		
610-91-8720								
140	ACS	8/17/17	PHONE BILL	08/17/2017	47.95	.00		
Total 610-91-8720					47.95	.00		
610-91-8770								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	MAIN STREET	08/07/2017	43.21	.00		
Total 610-91-8770					43.21	.00		
620-92-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	34.35	.00		
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	56.92	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	19.72	.00		
Total 620-92-8640					110.99	.00		
620-92-8710								
780	ALL SEASONS HONDA	99639	spark plugs-harbor skiff	08/15/2017	35.94	.00		
Total 620-92-8710					35.94	.00		
620-92-8720								
140	ACS	8/17/17-2	PHONE BILL	08/17/2017	97.54	.00		
Total 620-92-8720					97.54	.00		
620-92-8771								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	DOCK	08/07/2017	2,103.20	.00		
2640	HOMER ELECTRIC ASSOCIATI	M#58357	JAKALOF BAY DOCK	08/07/2017	27.37	.00		
Total 620-92-8771					2,130.57	.00		
620-92-8772								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	HARBOR MATER	08/07/2017	218.99	.00		
Total 620-92-8772					218.99	.00		
630-93-8640								
2410	GRAINGER	9497279373-2	CLEANING AND OFFICE SUPPL	07/24/2017	14.72	.00		
2410	GRAINGER	9508475481-2	CLEANING SUPPLIES/ OFFICE	07/24/2017	24.39	.00		
2410	GRAINGER	9508812568-2	CLEANING AND OFFICE SULLPI	07/24/2017	8.45	.00		
Total 630-93-8640					47.56	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
630-93-8770								
2640	HOMER ELECTRIC ASSOCIATI	M#58357	MAIN STEET	08/07/2017	94.67	.00		
2640	HOMER ELECTRIC ASSOCIATI	M#58357	ILLIAMNA ST 25946	08/07/2017	83.98	.00		
Total 630-93-8770:					178.65	.00		
Grand Totals:					11,028.73	.00		

Handwritten: 7.25.17
 11/20/17
 10/20/17
 10/20/17

Dated _____

Mayor _____

City Council _____

Finance Director _____

Report Criteria

- Detail report
- Invoices with totals above \$0.00 included
- Only unpaid invoices included

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City of Seldovia
Trafficability Workshop
August 22, 2017

1. Goal – Discuss trouble areas across the city, develop a strategy to resolve each issue, and write a recommendation to the City Council for a decision.
2. Introduction.
 - a. Why are we here?
 - b. Work session with City Council, Planning and Zoning, and the public.
 - c. Trafficability – The ability of local traffic to maneuver safely through town in varying road conditions.
 - d. Organizations that provide the standards.
 - i. AASHTO – American Association of State Highway and Transportation Officials.
 - ii. NACTO – National Association of City Transportation Officials.
 - iii. FHA – Federal Highway Administration.
 - iv. DOT&PF – Alaska Department of Transportation and Public Facilities.
3. Factors for consideration.
 - a. Lane width.
 - b. Parking.
 - c. Traffic Volume.
 - d. Speed.
 - e. Signage.
 - f. Collision Reduction.
 - g. City Code Changes.
 - h. Platted ROW v. Current Roadway.
4. Workshop.
 - a. Divide into two groups.
 - b. Select a scribe.
 - c. Review roads across town.
 - d. Compare against standards.
 - e. Use KPB Parcel Viewer to determine platted roadway.
 - f. Apply factors.
 - g. Develop a recommendation for Council consideration.
 - h. Compare the two groups work.
5. Write recommendation for City Council consideration.



FY2018 Other Fees and Services
All fees are subject to applicable tax

Send Fax • Each additional page	\$2.00 1 st page \$1.00
Receive Fax • Each additional page	\$1.50 1 st page \$1.00
Copies	\$0.50/page
Returned Checks	\$30.00 per check
Public Records request	Actual costs
Electronic Submission (PDF Documents)	\$1.00/page
Audio/Data CD	\$2.50/ copy
Annual Budget, Paper Copy	\$25.00
Annual Audit, Paper Copy	\$25.00
Electronic Transmissions (Scanned PDF documents)	\$1.00/page
Water – Bulk (20 Gallon minimum)	\$1.50/ Token
Building Permit	<400 SQ Feet: \$50.00 >400 SQ Feet: \$100.00
Variance Application Fee	\$200.00
Conditional Use Permit	\$150.00
Property Line Disputes Application	\$100.00
Business License	\$25.00/Year
Dog License	\$5.00/Year (Spayed/Neutered) \$10/Year (Non Spayed/Neutered)
Cemetery Plot	





16710
December 1, 2016

**CAPTAIN OF THE PORT, WESTERN ALASKA
NAVIGATION SAFETY ADVISORY**

OPERATING GUIDELINES FOR ICE CONDITIONS IN COOK INLET

I. OVERVIEW

A. INTRODUCTION

1. The Captain of the Port (COTP), Western Alaska, through consultation with the Southwest Alaska Pilots Association (SWAPA) and Cook Inlet maritime operators, developed these operating guidelines (hereafter, *Guidelines*) for vessels operating in Cook Inlet during winter ice conditions. They represent a culmination of best practices for mitigating risk to life, property, and the environment.
2. These *Guidelines* supersede all previous Operating Guidelines/Procedures for Ice Conditions in Cook Inlet. We invite your feedback and proposed revisions. As best practices evolve and lessons are learned, we anticipate and welcome changes. If you have any questions concerning these *Guidelines*, please contact the USCG Sector Anchorage Command Center at (907) 428-4100.
3. These *Guidelines* include the following changes:
 - a. Clarified that Masters should ensure proper operation of all vessel machinery and systems in ice conditions and/or certain ambient air temperatures in paragraph II.A.3;
 - b. Added Celsius to all temperature references throughout the document;
 - c. Clarified that while the *Guidelines* are in effect, self-propelled vessels transiting Cook Inlet are subject to an ice safety examination upon arrival at the Kachemak Bay pilot station in paragraph II.A.7;
 - d. Referenced the *Pre-arrival Self-Examination Checklist* and the *Ice Guidelines Examination Form* in paragraph II.A.7 and inserted both forms as enclosures at the end of this document;
 - e. Removed underlined paragraph titles from paragraphs II.A.7, 8, and 9;
 - f. Clarified that all vessels destined for ports north of Homer, Alaska, must file a

voyage plan with the COTP during an active ice condition in paragraph II.A.9 and inserted the *Cook Inlet Voyage Plan* template as an enclosure at the end of this document;

- g. Updated all internet links throughout the document;
- h. Specified that Nikiski currents can be obtained from the SWAPA tidebook in paragraph II.A.10;
- i. Specified that all vessels should moor with the bow of the attending tug facing the flood tide in paragraph II.A.12; and,
- j. Removed the weather parameters listed on the *Pre-arrival Checklist for Tug and Barge Operators*.

B. IMPLEMENTATION

1. As ice analysis, forecasts, and collective risk assessments dictate, the COTP will issue Navigation Safety Advisories to activate additional measures for ice conditions in two phases: Phase I for upper Cook Inlet and Phase II for lower Cook Inlet. The two-phased approach was established to facilitate more timely and appropriate risk mitigation strategies for ice conditions observed north and south of 60° 45' N latitude (East and West Forelands). These phases will be activated and deactivated as circumstances or industry input warrant.
2. Activation of Phase I and II measures for ice conditions is based on a number of factors, to include: observed and forecast severe sub-freezing temperatures, aerial observations, information, and analysis provided by NOAA, SWAPA, and Cook Inlet maritime operators.
3. If ice conditions preclude the safe operation of vessels at berths in Nikiski, Drift River, Port Mackenzie, or the Port of Anchorage, the COTP may terminate cargo operations or close the terminal or port until conditions improve under the authority of 33 CFR 160.111. In addition, if the condition of the vessel changes in a manner that may result in a hazardous condition, or when in doubt, contact the Coast Guard.
4. All facility operators will follow the ice operations sections of their Coast Guard approved Operations Manuals, as appropriate.

II. STANDING GUIDELINES DURING ICE CONDITIONS

A. ALL VESSELS GREATER THAN 300GT

1. This subsection of the *Guidelines* stays in effect throughout the ice season and applies

Subj: OPERATING GUIDELINES FOR ICE CONDITIONS IN
COOK INLET

16710
December 1, 2016

to all vessels greater than 300 gross tons transiting Cook Inlet during ice conditions.

2. The Master is ultimately responsible for the safe operation of the vessel at all times. Adherence to appropriate risk mitigation in accordance with these *Guidelines* demonstrates forehandedness on the part of the Master and is in keeping with prudent seamanship. However, it is the Master's responsibility to take all necessary steps to effectively mitigate risk in all circumstances.

3. The Master should ensure proper operation of all vessel machinery and systems in ice conditions and / or ambient air temperatures to -40 degrees Fahrenheit / -40 degrees Celsius. This includes but is not limited to emergency fire pumps, generators, and mooring winches.

4. The Master should maintain adequate draft to keep the vessel's sea suction and propeller well below the ice to prevent ice from sliding under the vessel. If a non-tank vessel must deviate from normal ballast procedures to meet this requirement (i.e., place water ballast in a cargo hold), the Master should obtain approval from the vessel's classification society prior to transiting through Cook Inlet. In addition, the Master should confirm the watertight integrity of the vessel prior to transit.

5. The Master should ensure the vessel crew is equipped with adequate personal protection suitable for cold weather during deck operations.

6. When transiting Cook Inlet, vessels must not force ice at any time. For these purposes, "forcing ice" is defined as making way through ice that is substantial enough to significantly slow the speed of the vessel, or when the vessel slows to 50% or less of the speed being made before entering the ice. If the Master, Pilot, or both believe the vessel is forcing ice, the Master should abort the transit and navigate to safer waters until more favorable conditions are present (excluding Offshore Supply Vessels and Barge Operations).

7. While these *Guidelines* are in effect, self-propelled vessels transiting Cook Inlet are subject to an ice safety examination upon arrival at the pilot station in Kachemak Bay. Vessel operators or their agents must contact the COTP at Sector.Anchorage@uscg.mil or by fax: (907) 428-4114 at least 24 hours in advance of the vessel's arrival to the pilot station to determine if the vessel must undergo examination. The examination is in addition to other Coast Guard safety examinations applicable to the vessel. If an ice safety examination is required, the Master of the vessel must complete and send the *Pre-arrival Self Examination Checklist* included as Enclosure (1) to: Sector.Anchorage@uscg.mil or (907) 428-4114 (fax) at least 24 hours in advance of the vessel's arrival to the pilot station. Coast Guard personnel will conduct the examination using the *Ice Guidelines Exam Form* included as Enclosure (2).

8. Vessels with Internal Combustion Engines:
 - a. If fitted with a heat exchanger, the raw water must be kept at a sufficient temperature to prevent the accumulation of ice or slush ice within the system. This may be achieved by delivering a heated medium to both the primary and secondary sea chests. The medium should be continuously supplied to both sea chests from the time the vessel passes Anchor Point inbound until the time the vessel passes Anchor Point outbound. Only lines or hoses designed for their intended service will be in use.
 - b. Starting and control air tanks should remain peaked.
 - c. All vessels propelled by gas turbines should maintain the auxiliary gas turbine ready for immediate use and engagement in the event of main gas turbine failure.
9. All vessels arriving in Cook Inlet destined for a port with an active ice condition must file a voyage plan with the COTP by email: Sector.Anchorage@uscg.mil or by fax: (907) 428-4114, no less than 24 hours prior to arrival at or abeam the Kachemak Bay pilot station. Typically, the voyage plan will include an assessment of ice conditions based on National Weather Service reports and observations by SWAPA Pilots and other operators. Voyage plans must advise the COTP of intentions to contract with a tug to lead the vessel through ice when needed. A *Cook Inlet Voyage Plan* template is included as Enclosure (3) and also available at: <http://homeport.uscg.mil/anchorage>.
10. Vessel operators should make environmental considerations including: impacts of the tide and currents on ice pack and water depths, expected weather during transit, and visibility assessments. To obtain forecast currents corrected for Nikiski, consult the SWAPA tidebook or visit the NOAA website at: <https://tidesandcurrents.noaa.gov/noaacurrents/Stations?g=693>
11. If the weather forecast is cooling below 20 degrees Fahrenheit / -6 degrees Celsius or the ice report is marginal, vessel operators should conduct a risk reduction evaluation prior to transiting Cook Inlet.
12. All vessels (including barges) should moor in such a fashion to mitigate "worst case" ice conditions expected. Typically, this is done with the bow of the attending tug facing the flood tide to stem the force of ice during the stronger flood tide.
13. If ice builds up between a moored vessel (including barges) and the pier that may threaten the integrity of the mooring, the vessel should be pulled away from the berth prior to maximum current to flush away accumulated ice.
14. Vessel operators should ensure their crewmembers are familiar with their communications procedures, backup and emergency communications are established, and radio channels and phone numbers are agreed upon prior to transiting Cook Inlet.

B. OFFSHORE SUPPLY VESSEL OPERATIONS

1. This subsection of the *Guidelines* stays in effect throughout the ice season and applies to all offshore supply vessels transiting Cook Inlet during ice conditions.
2. Vessels should maintain a full 24-hour crew compliment as specified in the Certificate of Inspection, regardless of voyage distance or vessel automation.
3. Vessel's hull should be of sufficient strength to force ice without impacting its seaworthiness.

C. TUG AND BARGE OPERATIONS

1. This subsection of the *Guidelines* stays in effect throughout the ice season and applies to all tug and barges transiting Cook Inlet during ice conditions.
2. Where ice coverage is seven tenths, close pack coverage or greater as published by the NOAA Ice Desk (links below), tugs attending barges should use an ice scout tug prior to commencing their transit.

National Weather Service Alaska Sea Ice Program: <http://www.weather.gov/afc/ice>
Cook Inlet Concentration: <http://www.weather.gov/images/afc/ice/CTCookInlet.jpg>
Cook Inlet Stage (Thickness): <http://www.weather.gov/images/afc/ice/SACookInlet.jpg>

3. Tugs attending barges commonly maintain a notable reduction in speed while transiting through ice. Therefore, a barge transit into or out of a port of call in Cook Inlet above the East Forelands should occur during one tide cycle.
4. One tide cycle is defined as one flood or ebb tide into or out of an intended port of call above the East Forelands.
5. The lead vessel should immediately notify following vessels if the lead vessel is unable to proceed without "forcing ice."
6. Tug and barge operators should maintain a safe distance of separation between vessels based on current and predicted ice conditions.
7. Tug and barge operators should consider vessel traffic in the operating area and exercise safety measures such as: operating at a safe speed and establishing a collision avoidance steering maneuver agreement between operators.
8. Tug and barge operators are recommended to ensure their crewmembers agree upon the initial route planning and discuss potential deviations based on changing ice conditions. Operators are recommended to use the *Pre-Arrival Checklist for Tug and Barge Operators* included as Enclosure (4) in addition to pre-established safety procedures in preparation for operation during ice conditions in Cook Inlet.

III. PHASE I - UPPER COOK INLET

North of 60° 45' N latitude (East - West Forelands)

WHILE MOORED AT FACILITIES IN UPPER COOK INLET:

A. SELF-PROPELLED VESSEL OPERATIONS

1. Vessels should maintain "underway" watches in both engineering spaces and on the bridge when ice conditions threaten a vessel's mooring arrangement.
2. While these guidelines are in effect, steam (or other heated medium, **not** including air) should be continuously delivered to both, the primary and secondary sea chests.
3. Engines, generators, propulsion systems, and winches should be in a status to ensure the most expeditious means of mitigating ice conditions by relieving strain on mooring lines, getting the vessel underway, or both as appropriate. A sufficient number of additional mooring lines should also be immediately available.

B. TUG AND BARGE OPERATIONS

1. Tugs attending barges should maintain an "underway" watch while alongside a dock.
2. Tugs should keep main engines running and ready for immediate operation, to include testing generators, pumps, and winches for operation, in order to ensure prompt action can be taken to mitigate hazardous ice conditions, relieve strain on mooring lines, or get underway.
3. A sufficient number of additional mooring lines should be immediately available.
4. Ensure assist tugs are available for transit and confirm that they have no schedule conflicts.

IV. PHASE II - LOWER COOK INLET

South of 60° 45' N latitude (East - West Forelands)

A. SELF-PROPELLED VESSEL OPERATIONS

1. When Phase II *Guidelines* are in effect and the flood current forecast is **4 knots or greater** and the vessel is encountering ice conditions **alongside the KPL dock**, the following actions should be taken:
 - a. Discontinue all transfer operations;

- b. Make transfer hoses ready for immediate disconnect;
 - c. Maintain a continuous watch (to include a Pilot) to ensure the most expeditious means of mitigating ice conditions by relieving strain on mooring lines, getting the vessel underway, or both as appropriate. Place engines and propulsion systems in a status to ensure the most expeditious means of mitigating ice conditions by relieving strain on mooring lines, getting the vessel underway, or both as appropriate; and,
 - d. Position a designated vessel up current of the moored vessel to serve as an ice scout. The ice scout should only work under the direction of the moored vessel's navigational watch. The ice scout should be positioned to ensure observed ice conditions are relayed to the moored vessel in a timely manner for effective risk mitigation efforts.
2. When Phase II guidelines are in effect and the flood current forecast is **5 knots or greater** and the vessel is encountering ice conditions while **alongside the ConocoPhillips dock**, the following actions should be taken:
- a. Discontinue all transfer operations;
 - b. Disconnect transfer hoses;
 - c. Maintain a continuous watch (to include a Pilot) to ensure the most expeditious means of mitigating ice conditions by relieving strain on mooring lines, getting the vessel underway, or both as appropriate. Place engines and propulsion systems in a status to ensure the most expeditious means of mitigating ice conditions by relieving strain on mooring lines, getting the vessel underway, or both as appropriate; and,
 - d. Position a designated vessel up current of the moored vessel to serve as an ice scout. The ice scout should work only under the direction of the moored vessel's bridge watch. The ice scout should be positioned to ensure observed ice conditions are relayed to the moored vessel in a timely manner for effective risk mitigation efforts.
3. The Master, Pilot, or Person-in-Charge should discontinue transfer operations, disconnect hoses, and get the vessel underway any time circumstances warrant.

B. NIKISKI TUG/BARGE OPERATING GUIDELINES

1. When Phase II guidelines are in effect, in addition to filing a voyage plan with the COTP the following actions should be taken:
 - a. An "assist" tug should assist the attending tug and barge to the facility;
 - b. When there is no ice at the dock and the barge has successfully moored, the assist

Subj: OPERATING GUIDELINES FOR ICE CONDITIONS IN
COOK INLET

16710
December 1, 2016

tug may act as an ice scout under the direction of the moored tug's navigational watch. The ice scout should be positioned in the best location so that current ice conditions can be relayed to the attending tug in a timely manner, allowing tow response to expedite prudent risk mitigation;

c. The attending tug should maintain an "underway" watch on the bridge while alongside the dock, keep main engines running and ready for immediate operation, and keep a sufficient number of additional mooring lines immediately available for use in an emergency;

d. When a vessel is encountering ice conditions while alongside the dock, the assist tug should reposition alongside the moored tow in a timely manner;

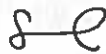
e. When the flood current forecast is **2 knots or greater** and the tow is encountering ice conditions whether underway or moored, both the attending and assist tug should keep main engines running and ready for immediate operation; and,

f. When the current forecast is **4 knots or greater** and the tug and barge is encountering ice conditions, all transfer operations should be discontinued and transfer hoses made ready for immediate disconnect.

2. The facility dock Person-in-Charge, Towing Vessel Operator, Tug Captain, or Barge Tankerman may determine it prudent to suspend transfer operations and disconnect hoses during maximum flood currents, since the ice floe is heavier on the flood tide at the Nikiski docks.

C. OFFSHORE SUPPLY VESSEL OPERATIONS

1. An "underway" watch should be maintained on the bridge when ice conditions threaten a vessel's anchoring or mooring arrangement.



S. MERSEL
Commander, U.S. Coast Guard
Alternate Captain of the Port, Western Alaska

4 Enclosures

Pre-arrival Self-Examination Checklist

Vessel Name	_____	Official Number	_____
Arrival Port / Facility	_____	Arrival Date / Time	_____
Vessel Draft	Forward _____	Aft	_____

	YES	NO
Has the vessel received and reviewed a copy of the current Operating Guidelines for Ice Conditions in Cook Inlet prior to arrival? <i>Please contact SectorAnchorageArrivals@uscg.mil for a copy</i>	<input type="checkbox"/>	<input type="checkbox"/>
Do deck personnel have adequate winter protective clothing? <i>Paragraph II.A.5. (Pg 3)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Does the bridge or wheelhouse have adequate heating? <i>Inadequate heating would interfere with crew's performance of duties</i>	<input type="checkbox"/>	<input type="checkbox"/>
Do living quarters have adequate heating? <i>Inadequate heating would interfere with crew's performance of duties</i>	<input type="checkbox"/>	<input type="checkbox"/>
Has steering gear test required by 33 CFR 164.25 (a) (1) been conducted with satisfactory results?	<input type="checkbox"/>	<input type="checkbox"/>
Does the vessel have steam or a re-circulation system running to all sea chests? <i>Paragraph II.A.8. (Pg 4)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Are heat exchangers operating on all secured engines? <i>Paragraph II.A.8. (Pg 4)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Is emergency generator fuel tank full?	<input type="checkbox"/>	<input type="checkbox"/>
Is emergency generator set to begin operation automatically?	<input type="checkbox"/>	<input type="checkbox"/>
Has an operational test of the emergency generator required by 33 CFR 164.25a.(1) through (3) been conducted with satisfactory results?	<input type="checkbox"/>	<input type="checkbox"/>
Has an operational test of the primary and emergency fire pumps been conducted with satisfactory results? <i>Paragraph II.A.3. (Pg 3)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Has an operational test of the ballast water pump been conducted with satisfactory results? <i>Paragraph II.A.3, II.A.4. (Pg 3)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Has a visual examination been conducted of all lifeboat/liferaft releasing gear and emergency exit doors for excess ice accumulation?	<input type="checkbox"/>	<input type="checkbox"/>

Is the crew familiar with the vessel's communications procedures,
vessel's planned route and collision avoidance procedures?

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Paragraph II.A.14. (Pg 4)

Explain any 'NO' response: _____

I have read and understood the document *Operating Guidelines for Ice Conditions in Cook Inlet* and attest to the veracity of this checklist report.

**Master's Printed
Name:** _____

Master's Signature: _____

Please send completed forms at least 24 hours prior to arrival in Cook Inlet to:
Sector.Anchorage@uscg.mil or 907.428.4114 (fax)

Ice Guidelines Exam Form

Vessel Name: _____ Date: _____

Ice Guidelines in effect for: Upper Cook Inlet Entire Cook Inlet

Extreme Ice Conditions Addendum in effect? _____

Vessel Destination in Cook Inlet: _____

Draft Readings: Forward _____ Aft _____

CG Inspectors/examiners: _____ / _____

All deck personnel must have adequate winter protective clothing. _____

Steering gear test witnessed. _____

Wheelhouse and living quarters heated. _____

Operational test conducted of fire, ballast and emergency fire pump (do not press deck lines). _____

Operational test conducted of both anchor windlasses and all deck mooring winches (not while moored to a pier). _____

Steam run to all sea chests or a re-circulation system. If steam, hoses or lines must be designed for steam service. Operationally test all steam lines to ensure they are clear and steam is delivered all the way into the sea chest. _____

Ensure all secured engines have heat exchangers on. All vessels powered by gas Turbines shall maintain the auxiliary gas turbine ready for immediate use in the event of main gas turbine failure. _____

Ensure emergency generator fuel tank is topped off, and generator set in auto mode. Operationally test by starting in manual mode. _____

Discuss with vessel personnel the requirement to maintain compliance with the prescribed "Ice Guidelines", including while at the dock and during all subsequent voyages while the "Ice Guidelines" are in effect. _____

Conduct visual examination of releasing gear for lifeboats/liferafts and emergency exits for excess ice accumulation and discuss with vessel personnel the importance of maintaining this equipment in icy weather. _____

Is the crew familiar with the vessel's communications procedures, vessel's planned route and collision avoidance procedures? _____

Cook Inlet Voyage Plan

Vessel Information

Name _____
Official Number _____
Cargo _____

Voyage Information

Notice of Arrival Submitted in accordance with 33 CFR 160 Subpart C? _____
Destination _____
ETA _____
ETD _____
Anticipated Weather / Ice Conditions _____

Planned use of assist tugs _____

Contact Information

Ship (Phone/E-mail/VHF) _____
Agent _____
Owner / Operator _____

Did you fill out required Ice Guidelines self examination sheet
(Found on Homeport)
Fax with Voyage Plan

Additional Information

Voyage Plan Submitted by _____

1
20

Encl: (3)

Pre-Arrival Checklist for Tug and Barge Operators

Checklist Item	Master's Initials
Pre docking	
1. Review Port Information Book prior to arrival	
2. Check most current weather forecast 1 hour prior to docking maneuvers	
3. Check tide/current tables and advise tankerman of slack tide periods and range of tide, which must be noted in barge load plans	
4. Determine maximum allowable current velocity during docking/undocking maneuvers	
5. Check operation of mooring winches	
6. Check mooring lines/wires (compliance with facility's mooring requirements)	
7. Discuss mooring plan with crew	
8. Review load plan with tankerman	
9. Ensure tug mooring lines (double head and spring lines if moored on the hip)	
10. Ensure second generator on standby	
11. Ensure backup steering pump online	
12. Determine radio communications with dock and assisting tugs	
13. Ensure all crew required to assist with docking/undocking maneuvers	
14. Determine use of an assist tug at Master's discretion	
15. Determine mooring arrangement: north/south facing orientation	
While Moored at dock	
1. Maintain wheelhouse watch at all times when moored	
2. Check weather update 1 hour prior to all water slack	
3. Notify dock control pending weather concerns	
4. Monitor mooring lines/wires (check with dock control for tension indicators)	
5. Determine when to bring barge hydraulics on line. Example ½ hour before low slack	
6. Determine/manage crew leave while moored at dock	
7. Determine status of tug main engines, steering and navigation equipment before tide changes	
Towed Barges - Parameters	
1. Determine when head and spring lines should be doubled when operating in and around facility	
2. Consider loading barge as uniformly/flat as possible (especially one hour before low slack)	
3. Consider maneuvering barge to get tug a lee after departure to minimize slamming damage	

Checklist Item	Master's Initials
Articulated Tug Barges (ATB) - Parameters	
1. Determine when ATB's must be all fast at berth. Example: at least one hour prior to high water slack	
2. Determine when ATB's mooring at the berth will moor port/starboard side to, bow facing south/north	
3. Determine when tug Master will brief the assist tug regarding weather parameters for emergency departure, connection location(s) for tow hawser, if needed and departure procedures	
4. Determine when during all periods of flood tides, tug and barge must be hard coupled	
5. Determine when tug will commence coupling maneuver. Example: at least ½ hour prior to low water slack, allowing sufficient time to complete coupling prior to the change of tide	
6. Determine when during coupling maneuvers barge transfer operations are to be shut down and header valve(s) closed	
7. Determine when crew will use ballast and loading trim to minimize the number of couple/de-couple maneuvers	
8. Determine when tug will have main engines and navigational equipment online and in state of readiness for emergency departure	
Emergency Departure Guidelines	
1. Advise Dock Control of intent to depart	
2. Advise assist tug of intent to depart and discuss departure plan	
3. All vessel crew called out to assist with departure	
4. Secure transfer operations	
5. Secure barge valves	
6. Barge positioned to squarely spring off dock fender panels (do not allow barge to drift inside face of fender panels)	
7. Notify company of emergency departure	

Introduced by: Cooper, Mayor
Date: 08/01/17
Shortened
Hearing: 08/15/17
Action: Introduced and Set for
Public Hearing
Vote: 9 Yes, 0 No, 0 Absent
Date: 08/15/17
Action: Enacted
Vote: 5 Yes, 4 No, 0 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2017-23**

**AN ORDINANCE AMENDING KPB 5.18.430 TO INCREASE THE MAXIMUM
AMOUNT OF A SALE SUBJECT TO THE BOROUGH SALES TAX TO \$1,000,
EXCEPT FOR RESIDENTIAL RENTALS, SUBJECT TO VOTER APPROVAL**

- WHEREAS**, due to the continuing decline in state assistance to municipalities and school districts, the increasing loss in property tax revenues to the borough from exemptions on real property, and increasing reliance on borough funding for the school district, the borough must take steps to maintain its unrestricted fund balance into the future within financially prudent and responsible parameters; and
- WHEREAS**, KPB 5.18.430(A) currently provides for a maximum taxable amount of \$500, meaning the borough's sales tax is only applied to the first \$500 of each separate sale, rent, or service transaction unless otherwise provided; and
- WHEREAS**, Ordinance No. 9a, enacted by the assembly in 1965, set the maximum taxable amount at \$500 and this sum has never been adjusted for inflation or otherwise; and
- WHEREAS**, the 2016 value of \$500 in 1965 is approximately \$3,085 according to the Alaska Department of Labor Anchorage Consumer Price Index inflation calculator and approximately \$3,810 according to the U.S. Bureau of Labor Statistics Consumer Price Index inflation calculator; and
- WHEREAS**, if the maximum taxable amount in Ordinance No. 9a had been adjusted for inflation between 1965 and today, the maximum taxable amount today would be in excess of \$3,000; and
- WHEREAS**, this increase in the maximum taxable amount would disproportionately affect tenants of residential property who would pay the higher sales tax on a recurring basis each month; and

WHEREAS, affordable rental housing is important for the borough and its residents, and the borough's best interests would be served by keeping the cap on residential rentals at \$500 per month; and

WHEREAS, while the revenue generated from this increase would be used for funding education, it would make other revenues available for general borough government purposes; and

WHEREAS, estimates indicate this increase would generate approximately \$2.9 million to \$3.1 million annually in revenue to the borough, which would help to protect the unrestricted fund balance in future years at current borough spending levels; and

WHEREAS, KPB 5.18.430(F) requires that any increase in the amount of the maximum taxable amount be approved by the voters;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That KPB 5.18.430 is amended as follows:

5.18.430. Computation—Maximum taxable amount.

- A. The sales tax referred to in KPB 5.18.100 shall be applied only to the first \$1,000.00~~[500.00]~~ of each separate sale, rent or service transaction, except as otherwise provided in this section.
- B. Except as provided below for long-term vehicle leases and residential property rentals, the payment of rent, whether for real or personal property, in excess of \$1,000.00 [~~500.00~~] and for more than one month, shall be treated as several separate transactions covering the rental/lease for one month each. The payment of rent for residential property in excess of \$500.00 and for more than one month, shall be treated as several separate transactions covering the rental/lease for one month each.
- C. Services provided on account and billed to the customer on a periodic basis are subject to application to the tax on a maximum of \$1,000.00 [~~500.00~~] of each billing, per account. For purposes of this section, any advance payment for services other than to a trust or escrow account is considered to be paid pursuant to a "billing."
- D. Each night's rental of each individual unit of temporary lodging shall be considered a separate transaction and therefore the maximum tax computation shall be calculated on a per unit per night basis. Rental by a single person or entity of an entire facility, such as a lodge or hotel for multi-person overnight use, does not affect this provision that each night's rental of each individual unit shall be considered a separate transaction.

- E. Long-term vehicles leases shall be treated as one transaction per year, and per fractional year, of the lease term. The tax paid for any fraction of a year shall equal the tax paid for a whole year. The sales tax for the entire long-term vehicle lease shall be due and collected at the time of the first payment. Tax shall be calculated at the sales tax rate in effect on the day the lease is signed. There shall be no refund of such taxes should the lease terminate earlier than on its terms. Any extension of the initial lease term shall be treated as a new long-term vehicle lease.
- F. Any increase to the maximum sales tax described in subsection (A), above, shall not take effect until ratified by a simple majority of voters at a regular borough election.
- G. Recreational sales shall be treated on a per person per day basis and therefore the maximum tax computation shall be calculated on a per person per day basis. For purposes of this subsection, the term "person" means an individual human being.

SECTION 2. That a ballot proposition shall be placed before borough voters at the next regular election to read as follows:

PROPOSITION No. _____

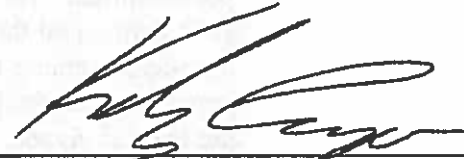
Shall Section 1 of Ordinance 2017-23, increasing the maximum amount of a sale subject to the borough sales tax, other than residential rentals, from \$500 to \$1,000, be ratified? The maximum amount of residential property rentals subject to the sales tax would remain at \$500 per month.

YES _____ A "yes" vote means you support increasing the maximum amount of a sale subject to the borough sales tax, other than residential rentals, from \$500 to \$1,000.

NO _____ A "no" vote means you oppose increasing the maximum amount of a sale subject to the borough sales tax, other than residential rentals, from \$500 to \$1,000.

SECTION 3. That Sections 2 and 3 shall become effective immediately upon enactment of this ordinance. Section 1 of this ordinance shall become effective January 1, 2018, only if the proposition contained in Section 2 is approved by a majority of voters voting on the question in the regular election of October 3, 2017.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS
15TH DAY OF AUGUST, 2017.**

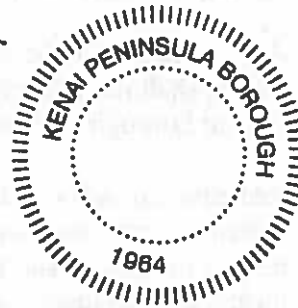


Kelly Cooper, Assembly President

ATTEST:



John Blankenship, MMC, Borough Clerk



08/01/17 vote on motion to introduce and set for public hearing:

Yes: Bagley, Carpenter, Dunne, Fischer, Hibbert, Ogle, Schaefer, Welles, Cooper

No: None

Absent: None

08/15/17 vote on motion to enact:

Yes: Carpenter, Dunne, Ogle, Schaefer, Cooper

No: Bagley, Fischer, Hibbert, Welles

Absent: None



City of Seldovia

P.O. Drawer B, Seldovia, Alaska 99663
Phone: (907) 234-7643, Fax: (907) 234-7430
email: citymanager@cityofseldovia.com
website: www.cityofseldovia.com

TO: Seldovia City Council
FROM: Tod Larson, City Manager
SUBJECT: City Manager's Report
DATE: August 30, 2017

Report

- Public Works: Assisting with preparation for chainsaw carving, numerous boat haul-ins/outs, water shut offs for summer residents, excavated and replaced two water services, and preparing for sewer project on Eagle Run Loop.
- PURECIN and Jakolof Bay update. PURECIN debris was removed and cleaned up. DEC and DNR have a renewed interest in the tidelands/uplands lease request. KBBI conducted a few media inquiries about the arson and damage to the boat and surrounding area.
- Electrical work will be conducted in the Value-Added Building under the grant: Outside lighting, inside lighting, and interior electrical outlets (all lights are LEDs). The final approximately \$1900 will be spent on plumbing parts in preparation for underslab plumbing rough-in. This will exhaust the balance of the Value-Added grant funding.
- New estimate for LEDs for harbor lighting is approximately \$16,000 - \$17,000. My research shows that LEDs reduce electrical usage by 1/3 - 1/2. It will save roughly \$1800 a month and would pay for itself within the first year.

Questions/Clarifications

- Decision on submitting a RFP for harbor lighting utilizing fund reserve and amending the FY18 budget to reflect this increase.

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