

# CITY OF CORDOVA



**PARKS AND RECREATION COMMISSION  
REGULAR MEETING, Wednesday, November 30th, 2016  
6:00 PM at the Cordova Center, Mayors Conference Room**

## **AGENDA**

**Commission Chair**

Wendy Ranney

**Commission Members**

Stephen Phillips, Karen Hallquist, Marvin VanDenBroek, Kara Johnson, Dave Zastrow, Miriam Dunbar

**Parks and Recreation Director**

Susie Herschleb

**Administrative Assistant**

Heather Brannon

*Cordova Parks and Recreation is essential for providing and fostering Parks, Programs and Facilities for all in pursuit of a healthy sustainable community.*

- A. CALL TO ORDER
- B. ROLL CALL: Wendy Ranney, Stephen Phillips, Karen Hallquist, Marvin VanDenBroek, Kara Johnson, Dave Zastrow, Miriam Dunbar, Susie Herschleb, and Heather Brannon.
- C. APPROVAL OF AGENDA
- D. VISITOR COMMUNICATIONS
- E. CONSENT CALENDAR
  - 1. 9 27 2016
  - 2. 10 25 2016
- F. REPORTS
  - 1. Directors Report
- G. UNFINISHED BUSINESS
  - 1. Master Plan Review
  - 2. Nirvana Park Update
  - 3. Zamudio Plaque
- H. NEW BUSINESS
- I. PENDING AGENDA
  - 1. Services Audit
- J. COMMISSION COMMENTS
- K. ADJOURNMENT

## From the Administrative Office of the City of Cordova Parks and Recreation Department

P.O. Box 1210  
Cordova AK, 99574  
(907)424-7282



Dear Commission; I have briefed you below on topics of interest.

### **DTK, and 2017 theme & date:**

*We will be receiving the X-swing for FREE! It should be on its way. We have a few residual monies left over – but there is nothing wrong with heading into a budget cycle like the one we are facing with some seed money for next year's event.*

*(Please see handout for event date options and name options. – we hope you like the genre, we certainly do; and we look forward to converting our space into something amazing.)*

*What are we going to use the funds for? We have a tight budget next year; Skaters Cabin could use some loving. We will be fixing the back wall this year out of the Parks Maintenance operating budget and we are not sure how much damage we will find. We also have the option to give the 2x2 Cancer walk another boost or wait until 2018 to do so.*

### **Haunted house:**

*The Haunted house was a pretty good time! Early on, everything that could go wrong did. We blew breakers and set off the fire alarm ~whew what a ride! All the volunteers were awesome. They kept their spirits up through thick and thin for a long night of haunting. We saw a little over 250 people; although a few turned back at the door! ☺ The bouncy house arrived along with a plethora of new toys for the tots. It was well worth it and we look forward to doing it again!*

### **The Holiday Bazaar:**

*This year the School Dist. is requiring all food vendors present a copy of their temporary food service permit from the State of Alaska to the District in order to participate in our event. The City always took the approach of telling each food vendor that it was 100% of their responsibility to follow the State code regarding temporary food service. We gave each vendor contact information to ADEC and at that point; the City would not police the situation any further.*

*This year the City is forced to play a bigger part in policing the temporary food service at the Bazaar. My concern is in preserving this event and removing barriers for vendors wanting to participate. Many vendors will not have to pay for a permit but everyone needs to go through the process ~ even if they KNOW they won't be issued a permit; we will provide something in writing for the District that states they are not required. The cost of the permit and the number of hoops you must jump through depends on the menu items you choose.*



*I have contacted every food vendor and informed them of these new expectations. 2 out of 6 vendors have presented me with a food handler's card issued by the State. This is not what is needed however! Unfortunately there is clearly some confusion. Thankfully, everyone is still willing to go through the process ~ the food court is a Community favorite!*

#### **Lighting at the pool:**

*We have some monies left over at the pool and we have decided to purchase a number of fixtures for the pool deck. Paul Cloyd gave us a new fixture to try out on the pool deck and the difference is amazing. We will firm up an order with him as soon as possible.*

#### **2017 Budget update:**

*I have been asked to cut back my budget again. I removed the Rec. Ops Leader position and raised temp employee funds in order to keep services. I have placed an item on the agenda; audit services. I would like to begin a discussion regarding the services we offer & brainstorm new ideas. We need to talk about the Christmas Bazaar and Iceworm events. These are two very big events that absorb much time and effort. I think, taking the approach of assembling a team of temps to take on these projects may be a useful alternative. There will always be the added effort of training a new team annually – but many hands make light of work. Of course, early planning is absolute.*

#### **Pool roof:**

*It's late in the year but we are excited to finally have a contractor get to the pool roof. Paul Voz has entered into an agreement with the City to address a few specific issues:*

- *Remove and inspect existing flashing around the 3 sided raised roof line.*
- *Remove and replace the damaged or rotten material in the localized area.*
- *Reinstall flashing details that have numerous overlaps creating redundant flashing detail involving flexible and rigid flashing.*
- *Replace existing roofing and siding materials to original configuration.*
- *Inspection additional areas of the roof for potential leaks or damages including roof penetrations.*

*I'll keep you posted.*

#### **Master Plan:**

*Prior to diving into our review process, I wanted to do some ground work. First and foremost, I decided that I would get an update on the City's Comprehensive Plan from Sam Greenwood. I know the Planning Dept. was shopping for a new format. Our Master Plan is chapter 5 in the City's Comprehensive Plan; obviously it would be best to be in sync with their format. However, they have not committed to a new format at this time. For this reason, I see no reason to change our organizational method.*

*I have edited the Master plan as far as goals met & topics to reconsider based on new developments. I've left them in the plan for now; they are in light gray. I've added at the end of each property/facility, a list of topics discussed with Commission or staff and not mentioned in the current plan.*

*I would suggest deciding on our property priority list (the sequence in which we address all of our properties/facilities on the Master Plan) at this meeting and the document will be rearranged for our first work session. The Commission should decide if we want to have a series of work sessions or if we want to schedule a review of 1 or more properties/facilities each regular meeting. There are pro and con to each scenario. I'll leave it up to the Commission as a whole.*

**Ground penetrating radar:**

*The folks who perform ground penetrating radar will be in Cordova from November 18<sup>th</sup>-24<sup>th</sup>. We may have some more specific information that can be shared by the time we meet. We can review anything new on the Spit/ Nirvana Park under new business.*

**Enrique Zamudio pool plaque:**

*See attachment – the memorial plaque worksheet (via fisherman's memorial handout)*

**Notes from the land trust donation via Kristin Carpenter:**

*Please see attached.*

*I think it will be very important for us to have the Community who live at the Cove embrace the types of recreational opportunities we select to potentially pursue. People choose to live at the Cove because they enjoy the overall feel of living (with the exception of a few land lines) off the grid. It's quiet and peaceful. I would be wary of anything overly developed. The City is obviously not in the position (and won't be for a few years) to afford and maintain new infrastructure. It is my recommendation to do our very best to include Cove residents in future conversations regarding this land donation.*

*I recall Commission discussion on the following items:*

- Frisbee golf
- An intertie trail to the ski hill
- A united effort between Public Works; Parks and Rec. & the USFS to remove any/all debris and/or garbage from the property

*Please let me know anything I may be missing. The minutes on this topic are sparse. I would recommend adding this property to the Master Plan and opening it up for discussion during our review of properties.*

*Susan E. Herschleb / Director of Parks and Recreation  
City of Cordova  
(907)424-7282*

**Appendix:**

1. Master Plan / 1 phase of review
2. Fisherman's Memorial flower vase attachment option / relating to appendix #1
3. Current quote for Phase III of development of the Municipal Park / relating to appendix #1
4. Enrique Zamudio plaque / fisherman's Memorial worksheet
5. Kristin Carpenter's final summary of the Shelter Cove Land donation meeting held 10/20/16



**Bob Korn Memorial Indoor Swimming Pool:**

**Classification: Recreation Area**

- **Make all necessary improvements to the air handling system to meet State pool and spa code:** *In 2013 the air quality will be tested as requested by OSHA during their inspection in March of 2013. Currently Alaska State code for air exchange in a pool or spa is as follows:*

(h) The ventilation system in a pool enclosure must provide a minimum rate of 20 cubic feet per person per minute, or six complete air exchanges per hour, whichever is greater. The ventilation system must prevent direct drafts on bathers and must minimize condensation.
- **Renovate overhead lighting in pool area:** *The current lighting fixtures are original to the building which is nearly 40 years old. We are unable to find replacement parts for the fixtures and many are corroded due to the humid environment. Replace current fixtures with more effective and efficient fixtures. Consider the cost of replacement parts and the location of the distributor.*
- **Fund a FT life guard position to increase aquatic recreational opportunities for the community:** *If the aquatics department were funded another FT life guard we could double the number of swim lessons; expand the evening schedule and create new programming.*
- **Front entrance renovation:** *The front entry of the pool should be upgraded to meet current ADA guidelines. There are other areas within the facility that still would not meet current ADA guidelines and although it would be great to renovate these areas, we feel that the entrance is our highest priority. Although negative pressure is common and/or normal for pool facilities; advancements in design would make the doorway wider and the door itself easier to open for elderly and youth patrons.*
- **Replace the Chlorine generator with a salt water system:** *We aim to encourage swimmers as much as possible; the best way to do this is with clean comfortable water. Saline would require far fewer chemical additions (like muriatic acid) to meet the requirements for water quality in pools and spas in the State of Alaska. This is especially important to competitive and lap swimmers. We will likely have to replace our Chlorine generator very soon there is a minimal difference in price between the cost of a new saline system and a new chlorine generator.*
- **Re-build, renovate or replace pool blanket deployment system:** *New pool blanket deployment systems are remarkable. With the push of one button the blanket is deployed and removed in just a few minutes. Certainly this would be optimal; however, we believe that we could improve upon the current system for a fraction of*

Appendix  
#1

*the price. Most of our problems are due to the weight of two blankets on one shaft. All new designs have one shaft per blanket. The bearings in our single shaft deployment system need to be replaced often because the weight of both blankets on the shaft cause it to flex. We feel a local contractor could design an additional shaft to deploy the second blanket.*

- **Recommend to the Planning and Zoning Commission that the Library Museum lot be considered for a new aquatics facility:** *This site is close in proximity close in to grade school. This is particularly important if we were to create a partnership with the school district in order to seek an educational grant for a new aquatics facility. This site is a Central location for the community as well and outside of the 'unofficial' tsunami zone.*
- **Identify and recommend properties available to build new aquatics facility to the Planning and Zoning Commission:** *With limited properties available outside of the tsunami zone it will be important for the Parks and Recreation Commission to be aware of those that would suit a new aquatics facility. The Parks and Recreation Commission should communicate to the Planning and Zoning Commission that we are actively looking for a new site. More options may be available than is currently known after the tsunami zone is officially designated by the State.*
- **Search for funding and property designated to new aquatics facility.**
- **Electric boiler;** *per the feasibility study by UAF / apply for alternative fuel grants with our new energy audit*

• **Bidarki Recreation Center:**

**Classification: Recreation Area**

- **Renovate overhead lighting in gymnasium and weight room area:** *The current lighting fixtures are original to the building. We are certain the new fixtures would reduce the electric bill. We need to replace current fixtures with more effective and efficient fixtures. It would be good to consider the cost of replacement parts and the location of the distributor.*
- **Improve security:** *Currently we are funded to staff just one building attendant from 5-10 pm year round. The summer traffic can be heavy and one building attendant needs to be available and as visible as possible. It can be challenging to attend to all portions of the building and ensure proper conduct and safety for all of our patrons. It would be in our best interest and most cost effective to research security system options and secure funding to install one in the very near future.*



- **Renovate the recreation center:** *Determine whether a large scale renovation of the current recreation center is feasible. With limited buildable property available it would be important to research all of our options. Consider how the Recreation Department could continue services during the renovation. If it is determined by the Parks and Recreation Commission and the Planning and Zoning Commission that renovation is our best choice, then secure the funding for architectural drawings of the proposed renovations.*
- **Research properties available for a future recreation center:** *Work with the Parks and Recreation Commission and Planning and Zoning Commission to identify properties that would both be available to the City and be located in an easily accessible area for the majority of our community and those who visit.*
- **Research new facility design options and cost:** *Ask the community what they would want in a new recreation facility and integrate these needs into the design of a new more efficient and ADA accessible facility. If it is determined by the Parks and Recreation Commission and the Planning and Zoning Commission that a new facility is our best choice, then secure the funding for architectural drawings of this facility.*
- Window replacement.
- Waste oil burner to heat facility.

#### **Skaters Cabin:**

##### **Classification: Recreation Area**

- **Renovate Cabin:** *Research new options for attractive all weather siding and replace current log foundation with something that will not decompose. Consider aesthetically pleasing textures and color tones that enhance the natural beauty that surrounds the cabin. This will minimize future maintenance costs while preserving the rustic feel of this cabin. The windows should be replaced; currently the windows are made of Plexiglas which diminishes the picturesque view of the lake. Replacing the roofing material over existing deck with Lexan would increase light in the cabin and on the deck.*
- **Renovate current outhouse:** *Skaters Cabin sits on the north bank of Eyak Lake across from the Crater Lake trailhead on Power Creek Road. This is a recreationally dynamic site with overnight camping, boating, swimming and hiking adventures available. Annually, the cabin is used by both visitors and the community to camp, host birthday parties, educational programming, recreational programming, athletic events, memorial services and wedding receptions. From January-December of last year the cabin was rented 220 days. The outhouse is conveniently located and with a*

*larger holding tank could be made available to recreational users of the Crater Lake trail, Power Creek road, Eyak Lake and Skaters Cabin on a daily basis.*

- *Replace the roofing material over existing deck with Lexan would increase light in the cabin and on the deck.*

**Cordova Municipal Park:**

**Classification: Community Park / Recreation Area**

- **Complete phase II of this property renovation:** *The Commission intends to either build a new skate park behind the Tot Lot or create a 'pump track'. The question of which was raised at a Commission meeting. It was noted that many of the kids using the skate park were riding their bikes on the equipment rather than using skate boards.*

*The original skate park was placed on an old tennis court. The court began sinking because areas of organic matter were not removed prior to pouring its foundation. Over the years this organic matter under the concrete continued to decay leaving 2-3 foot recessed areas and cracked concrete which was an unsafe skate surface.*

*In 2010 Commission selected a design, planned phase I and II of the renovation and began to remove portions of concrete from the old tennis court. Trees were also cleared from the back of the lot and approximately 60 cubic yards of fill were placed in this area with the intention of eventually pouring a new foundation for the skate park. In 2011 the old Tot Lot equipment was removed in order to create more parking along Sawmill Avenue. The remaining concrete from the old tennis court was removed and the new playground equipment was then installed in its place.*

*Unfortunately, during the winter of 2011-2012 the skate equipment suffered irreparable damage. It had been stored during the renovation at the back of the property near a snow storage area during a record breaking year for accumulation ('snowpocalypse').*

*In August of 2012 a fence was placed around the playground and we addressed some unforeseen problems with erosion around the perimeter of the fence line.*

- **Children's Memorial Plaques:** *In 2007 the Park/playground known as Children's Memorial Park was destroyed due to a neighboring snow storage area exceeding its capacity and overflowing onto the playground equipment and memorial. The Park had been there since the 1960's. It was centrally located and well used by the school district, local day care providers and private parties in the summer. Its location in the winter however, was challenging for our Public Works operators storing snow.*

*After the playground was destroyed City Council voted not to designate this property again to the park. The insurance money received for the damaged playground equipment at*



*Children's Memorial park was used to purchase the new equipment that is now at the Tot Lot.*

*Although the Commission would most like to see a new piece of property designated to replace Children's Memorial Park, the plaques that were removed due to damage, need to be displayed and should not remain in storage until a new park is developed. The Commission intends to place a memorial at the Tot Lot until these issues are resolved.*

- Youth skate board.
- Fundraising for new concrete pad & covered skate area
- Design of new skate park with new pump track has been completed with 2016 quote (attached at back of document)

#### **Hollis Hendrich's Memorial Park / Odiak Pond:**

**Classification: Community Park / Natural Resource Area**

#### **Odiak Pond:**

- **Be an active partner in the restoration of this watershed.** *Odiak Pond and boardwalk area is used as an outdoor classroom. In 2010 the Copper River Watershed Project and the Cordova Jr/Sr High School 7<sup>th</sup> grade class worked to have Odiak Pond and Watershed placed in the State of Alaska Anadromous Waters Catalogue. The Parks and Recreation Department will partner with the Copper River Watershed Project and others (ADEC, Alaska Dept. of Fish and Game, Ecotrust, National Fish and Wildlife Foundation, Native Village of Eyak, Prince William Sound Science Center, United States Fish and Wildlife Service, USFS Cordova and Glacier Ranger Districts and the USFS Prince William Sound Resources Advisory Committee) to restore this watershed.*

#### **Our shared goals are as follows:**

- *Treatment of invasive weeds in the pond and surrounding areas.*
- *Establishment of native plant gardens.*
- *Strategic placement of native plants to provide a natural storm water filter.*
- *Cleaner water.*
- *More coho salmon spawning in the stream.*
- *Continued monitoring and upkeep of area by Cordova students.*

#### **Parks and Recreation Dept. goals through this active partnership:**

- *Continue to research how to properly deal with watershed traveling through the capped landfill (Hollis H. Park) and into the pond. Seek funding after a determination has been reached.*
- *Continue to research how to properly deal with the sand and grit left behind from the snow dump on the property. Currently much of the sand*

*and grit inadvertently ends up in the pond and has a negative impact on the water quality. Seek funding when a determination has been reached.*

- *Continue to work on establishing a water quality maintenance program for the Parks Maintenance team. Currently the Copper River Watershed Project is accessing water quality and the pond in a number of ways. The goal is to establish our roll in assisting to monitor water quality for years to come.*

- **Construct a hand rail of the board walk / Redesign and rebuild the railing on the Odiak Pond pavilion:** *The Commission feels that a handrail should be added to the Odiak Pond board walk. Research and consider materials that can stand up to our climate and vandalism, since it is prevalent on the board walk and pavilion. Consider a design that limits youth from climbing on the handrail.*

*The stock railing that came with the pavilion that was placed in Odiak pond in 1992 is perpetually vandalized. A new design should be developed that does not use vertical spindles that are easily kicked out. It will be important to preserve the aesthetic value of this site when developing a new design.*

- **Consider a spur trail heading east to have views of salmon creek.** *There will be tremendous effort over the next year (2014-2015) to improve Salmon habitat in this portion of the pond through a grant obtained by the Copper River Watershed Project to remove a box culvert to restore Salmon habitat and enhance this area of the pond. The idea of adding a spur trail to view this Salmon creek after these improvements would improve this property.*

#### **Hollis Hendrich's Memorial Park:**

- **Address drainage issues on the grassy field.** *This goal is addressed under ' Be an active partner in the restoration of this watershed.' Drainage will most certainly be addressed when we address water quality in the pond....*
  - *Continue to research how to properly deal with watershed traveling through the capped landfill (Hollis H. Park) and into the pond. Seek funding after a determination has been reached.*
  - *Continue to research how to properly deal with the sand and grit left behind from the snow dump on the property. Currently much of the sand and grit inadvertently ends up in the pond and has a negative impact on the water quality. Seek funding when a determination has been reached.*
- **Keep park looking as natural as possible.** *The Parks and Recreation Commission envisions this park to be as natural looking as possible; choosing colors and surfaces that enhance the natural beauty of the surroundings for any future feature would be highly recommended.*



- Examine new use for space that would offer opportunity to better address drainage; EXAMPLE, raised bed sand volleyball court remove volleyball standards and web seasonally
- Garden beds acting as a bio filter along the south facing hillside of the grassy field (bordering the pond).

### **Fisherman's Memorial Park:**

#### **Classification: Pocket Park**

- **New benches and flower boxes.** *The wood on the benches is looking shabby and the flower boxes are rotting and mossy. Additional improvements should be considered if the flower boxes and benches are replaced.*

*It would be helpful during the winter months if the benches could be removed from the park. Fixed benches require hand shoveling which is time consuming and can be expensive. If the memorial were vacant the Parks tractor could easily maintain better access to the plaques.*

*During the winter months the benches could be stored in a more sheltered area. Maintenance to the benches could also be performed to help keep them looking sharp for the summer. We would like to choose benches that are heavy enough to stay put in a storm but able to reconfigure for any occasion.*

*We have found that the fixed flower boxes are difficult to replant and maintain as well. It is far easier to compost the used soil and plant off site. We would like to remove the fixed flower boxes and purchase 4 new whisky barrels for the memorial; these too can be stored off site during the winter months.*

- **Expand the memorial.** *A plan needs to be in place for expansion in the next 10 years. The Fisherman's Memorial Park is a lovely way to memorialize the fisherman. In recent years many requests were made by fisherman to memorialize those who worked in fields that support the fishing industry; net menders, mechanics, pilots... The fishing community is the heart of this town and relatively little space remains for plaques in the park.*

*A few on the Commission believe we could increase the capacity for plaques in the existing park and others have identified the head of the breakwater trail as an option to expand. Either or both should be considered in the near future.*

**Offer flower vases that attach to the Memorial.** *Over the years we have noticed that a number of the plaques on the memorial are adorn with flowers on and off throughout the year. Some attach them by temporary means and others have actually created more permanent fixtures to place their flowers on the memorial.*

*We would like to provide a better means of displaying flowers in the park, and offer the parks maintenance team do the work. Flower vases and mounts for the memorial plaques should be made available for purchase and mounted by the Parks and Recreation Dept. This way the vases and mounts will maintain visual consistency and all maintenance will be performed by staff*

- **New rock fascia for the statue.**
- **New concrete planters**
- **Network with Cordova planter's and growers. Look for donations of hardy perennials that will thrive with little maintenance.**

### **Nirvana Park:**

#### **Classification: Community Park / Natural Resource Area**

- **Re-create the original artistic essence of this park:** *The original look of Nirvana Park was by all accounts, breath taking. Over the years the park has been reasonably maintained but much of its unique atmosphere has been lost. The Commission would like to take an artist's approach to enhance its natural beauty again. Many ideas were discussed; how do we capture the parks original artistic essence? The Commission talked about selecting a single artist to create a new vision and others mentioned creating a sculpture garden, giving multiple artists an opportunity to create a piece for this park. All agreed that there should be special planning facilitated by the Parks and Recreation Commission and involving the Community to enhance this park via visual art.*
- **Bathroom facilities:** *The Commission feels it is vital to place bathroom at Nirvana Park. The spit at Nirvana Park is used for recreational swimming during the summer months; We see birthday parties, picnic's and educational programming happen here year round. The annual Easter egg hunt is also held at Nirvana Park, hosting close to 300 people. The Commission would like to see a bathroom facility that is hooked into the City water/sewer utilities, and placed in the west corner of the designated parking area just off Lake Avenue. If we are unable to fund this a port-a-potty will be placed to avoid health and safety risks to the community.*
- **Develop swim area:** *The spit at Nirvana Park has become a frequently used access point for recreation on the lake. It would be good to formally designate a portion of the spit as a swimming area. There has been conflict for many years at Skaters Cabin. The Skater's Cabin beach front is supposed to be used only by those renting the cabin. Often renters find themselves sharing the beach with others who are swimming at this site and have not rented the cabin. The Commission believes placing a swim platform seasonally at the spit (like the one we currently have at Skaters Cabin) would help to redirect local traffic from Skater's Cabin to the spit. It would further enhance the spit swimming area to use a more comfortable surface material to walk on while entering the water. Placing a picnic table and bench would*



*provide seating which is currently not available. Water safety for the beach front should be addressed through signage placed near the swim area.*

- **Research possible new public access beach fronts on Lake Eyak**

#### **Nettie Hansen Park:**

##### **Classification: Pocket Park**

- **Address drainage issues:** *During heavy rains water collects in the center of the park just under the slide area. At times it will also wash the pea gravel out from under the slide and the guard rail. Pea gravel will then need to be replaced and /or repositioned. To reduce annual maintenance costs and alleviate standing water under the play structure a proper drainage system should be designed and employed.*
- **Replace gabions with retaining wall.** *Gabions were placed on the north east corner of the park and used as a retaining wall. The Commission feels the gabions are not a good choice for a play surface because they can be uneven to walk on and they can be sharp. It would be good to replace the gabions with an alternate material that will stand up to our climate be safe for the kids and be aesthetically pleasing.*
- **Gabions OK.**
- **New signage.**

#### **Fleming Spit / Shelter Cove R/V Park / Shelter Cove Tent Platforms:**

##### **Classification: Community Park / Natural Resource Area/ Camping / Recreation Area.**

- **Make single sided fish cleaning station a double sided station.** *The fish cleaning station at Fleming Spit is a favorite of both locals and visitors. The only complaint the Parks and Recreation Dept. has ever received in regard to our 'drive-thru' fish cleaning station is that it is too small! Many visitors will fish all over Cordova and haul all of their fish to this cleaning station and this creates a traffic jam.*
- **Improve accessibility to beach front.** *Most of the waterfront consists of large shale boulders which are relatively easy to manage for those who are physically fit. The area that was developed to increase accessibility has failed in many ways. The roadside is eroding onto the sidewalk that was developed to help the elderly and the youth access the area. The constant erosion makes it difficult to keep the sidewalk clear. Sandbags were placed all around the sidewalk and create a transition from the sidewalk to the natural tidal area below. Unfortunately, these sandbags are extremely slippery and many people fall trying to walk on them. The Parks and Recreation Dept. would like to research an alternative surface covering for the sandbags and also work with DOT to improve the erosion problem on the sidewalk.*

- **Replace the current lower portion of fascia at bathroom facility.** *The current fascia is cracking and crumbling along sections of the bottom of the bathroom facility. It would be good to replace this material with an all-weather siding (tin to match the roof) half way up the building and completely around the building. If this fascia continues to crack prior to this replacement the project should be reassessed to include replacing the entire fascia.*
- **Rebuild tent platforms collapsed by 'snowpacalypse'.** *In 2012 two out of five of the tent platforms at Shelter Cove collapsed due to an extraordinary amount of accumulation. Prior to the bridge closure and 'snowpacalypse' the tent platforms were building in popularity. They are very well sheltered during stormy weather and offer a private retreat during good weather.*

*We would like to rebuild the platforms, but realize that traffic has slowed due to a marked decrease in tourism. It is well within our normal operating budget to rebuild one tent platform a year when time allows. If tourism picks up with the development of the Cordova Center we should be more aggressive about replacing them.*

- **Create a picnic area.** *Fleming spit is a 'hotspot' during the silver salmon season. It is a gathering place for families and friends who want to either fish or observe others fish. It is popular because it is so close to town and easily accessible for those wanting to 'drop a line' after work or even on lunch break. Unfortunately, during the fishing season, trash is a problem. Both the pond area and the Inlet will be littered with pop cans, beer bottles, lure packaging and food wrappers. A designated picnic area may help to reduce the litter problem. We envision a picnic table, a standing grill, a fire ring, a bench and 2 trash receptacles. Signage could also be placed in the picnic area, directing the public to place trash in the trash receptacles.*
- **Develop 6 new full service RV parking spaces:** *With the bridge currently closed at 32 mile we do not see the transient RV traffic that we use to. If the City again realizes a need for more full service RV parking within the City, the Commission suggests they develop 6 of the 12 available Temporary RV spaces at the site.*

*The Commission recognizes that the 6 sites closest to the shelter cove bathrooms would be the best placement of full service spaces, as it is further away from the burn pile and rock quarry.*

#### **Fisherman's Park and breakwater trail:**

**Classification: Pocket Park / Neighborhood Park**

**Create a safe approach and dedicated parking to the trailhead.** *Currently we have invited slow moving traffic (recreating families & friends) into an area of fast moving traffic (fisherman). A safe approach to the trailhead for those on foot could be developed from the paved footpath that ends at the last approach ramp to the harbor nearest the*



*breakwater trail. Two dedicated parking spots placed in closest proximity to the trailhead would be best to avoid having kids and families weaving through a busy parking lot to access the park.*

**Fisherman's Park designed and completed.** *There has been very little done to develop the Fisherman's Park since the breakwater trail was completed. In 2013 an interpretive sign provided by the CRWP; a dog waste station provided by CRWP and NVE and a picnic table and trash receptacle provided by the City were all placed in the 'area' known by few as the Fisherman's Park. Shortly after all of these elements came together the Parks and Recreation Dept. began to tend to the site regularly.*

*Use a natural resource or available resource to create a border for the park. The Harbor sign is adorned with line recycled from the local fishing industry. The idea can be repeated at the Fisherman's Park for little to no expense. It is a safety standard to create a border around the park. This will be especially important here because the park is immersed in the fast paced fishery.*

*Provide a primitive shelter for picnicking. The idea with a pocket park is to have a place to rest; read a book, eat a sack lunch; either out of the sun or more likely here, out of the rain. Creating shade or a primitive shelter can be as easy as planting a tree. The Parks and Recreation Dept. should research the best choice considering our climate and cost and make a recommendation to Council.*

#### **Orca Inlet Recreation Area:**

**Classification: Recreation Area / Community Park**

- **Plan phase II of the construction of this recreational area.** *The Parks and Recreation Commission recommend a joint work session with the Planning and Zoning Commission, CLL and the Parks and Recreation Commission to discuss future plans for this recreational area.*

*This Commission identifies the need for a safe approach or route to this area for foot and bike traffic, along with covered dugouts and a snack shack that is either mobile or fixed. It would be good to assess the need and expand programming in this area as well.*

#### **Proposed parks / trails:**

- Projects related to proposed trails and the enhancement of existing trails on City owned properties presented to us by the Trails Committee.*
- The development of recreational opportunities in the 5 mile avalanche area.*
- Murchessun creek picnic area and off highway parking.*
- Mt. Eccles Estates, property dedicated to recreation.*

\*\*\*\*\*APPENDIX\*\*\*\*\*

**Mt. Eyak Ski Area:**

**Classification: Recreation Area.**

- **Develop a partnership with ski club in order to create youth programming ski/snowboard lessons.** *For many years, the Parks and Recreation Dept. and the Ski Club have discussed the idea of creating a partnership to offer ski/snowboard lessons to the public. We are certain to see after school programming at the ski hill in 2014. Although it may not be in the form of lessons, our current Rec. Opts Leader is highly motivated to use this recreational area for after school programming.*
- **Insulate buildings.**
- **Work for sustainability.** *The Planning Dept. is in the process of investigating the City of Cordova's land lease (the ski hill) with the State. There may be some new, unforeseen challenges for the ski hill/ ski club in regard to sustainability. The planning dept. will report new findings as they come about.*

**Odiak Camper Park:**

**Classification: Camper Park**

- **Continue to adjust the rates to keep revenue and expenditures in balance:** *2013 marks the first year of the City charging tenants per kWh at Odiak Camper Park. In 2012 we were over budget in our projected electricity usage. Council decided to charge .40 per kWh in 2013. We will report our findings in October 2013 to Council.*
- **Replace playground equipment:** *The playground equipment at Odiak Camper Park needs to be either removed or replaced. The seasonal long term tenants bring with them a large toddler and youth population. It would be best to place two play structures on the property. One that would accommodate 3-6 year olds and one that would accommodate 6-12 year olds. The placement of the equipment should be thoughtfully considered. Although the current location is reasonable, if this property were to no longer be used as an RV park the current location may not be the best placement.*
- **Build a shed for the dumpster to reside:** *Aside from being more aesthetically pleasing, this would help to keep loose garbage from blowing around the property or reaching the water. This could also reduce the risk of attracting bears to the property, which has been a problem in the past.*



- **Open up the covered area of the bath house:** *Open up the covered area of the bathhouse in order to reduce vandalism and create a more visually pleasing and inviting place to sit and/or picnic for the long term tenants.*
- **Add a unisex bathroom accessible from the back of the bathhouse.** *In 2013 long term tenants asked if a port-a-potty could be placed in the covered area. It was reported that one toilet in the Men's bathroom is not enough during the fishing closures. A plumbed bathroom would be most cost effective in the long run. Monthly expenditures related pumping a port-a-potty currently average \$800.00-1,000.00 per month; 4-5k per season. The cost of a new port-a-potty is currently about \$1,500.00 (shipping included)*
- **Expand long term seasonal RV parking in Cordova:** *The Parks and Recreation Department has been aware of the need for additional long term seasonal RV parking since 2009. Annually we maintain a waitlist for long term parking at Odiak Camper Park. We currently only offer two short term RV spaces with utilities to visitors and could easily fill these spaces with long term tenants.*

*If the Planning and Zoning Commission agrees that the City should expand long term RV parking in Cordova, the Commission would strongly suggest the City do so at Shelter Cove RV Park. Currently this park offers no utilities and just a 3 day maximum rental of each space for transient traffic. We also place long term traffic on the wait list for Odiak Camper Park at Shelter cove.*

- **Support the development of an R/V park in the private sector:** *While the Commission encourages the private sector to offer seasonal RV parking in Cordova, they do not wish to sell the property known as Odiak Camper Park. At the Jan. 14<sup>th</sup> 2013 regular meeting of Parks and Recreation Commission requested that the Parks and Recreation Dept. staff to draft a letter to the Planning and Zoning Commission to relay these thoughts.*

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Appendix #2







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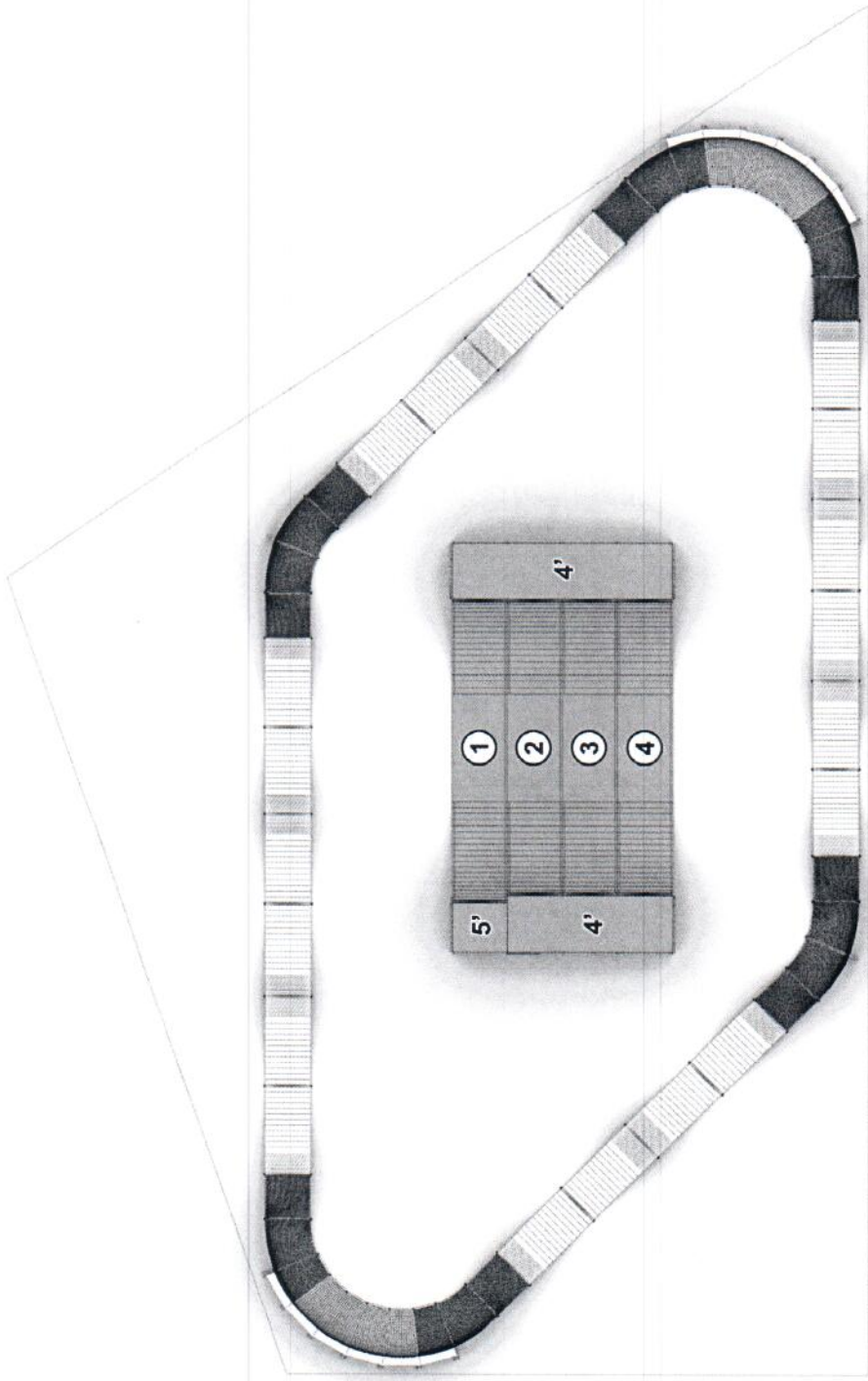
Appendix  
#3





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 Toll Free: (800) 949-2024  
 Fax: (417) 206-6888  
[sales@americanrampcompany.com](mailto:sales@americanrampcompany.com)

<b>DRAWN BY</b>	Chuck Dodge
<b>DATE</b>	9/2/16
<b>REP. AGENCY</b>	
American Ramp Company	
<b>REP. NAME</b>	Brandon Robinson
<b>REP. PHONE</b>	(417) 850-1162
	
<b>CUSTOMER APPROVAL</b>	<b>DATE</b>
<b>PARK ENCLOSED?</b>	Yes
<b>PRO SERIES</b>	✓
<b>X SERIES</b>	-
<b>STEALTH SERIES</b>	-
<b>STEALTH CLASSIC SERIES</b>	-
<b>PROJECT NAME</b>	
Cordova Skate Park	
<b>DESIGN NO.</b>	6287



**\*Note – Existing equipment is highlighted in red.**

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Quote #	Design #	FOB
Q20249	6287	Cordova, AK

Item	Obstacle	Height	Width	Length	Pro Series
1	Half Pipe	5.0'	4.0'	30.0'	\$8,784.14
2	Half Pipe	4.0'	4.0'	30.0'	\$8,264.61
3	Half Pipe	4.0'	4.0'	30.0'	\$7,914.61
4	Half Pipe	4.0'	4.0'	30.0'	\$8,614.61
Subtotal					\$33,577.96
Framework Enclosures					\$3,357.80
Freight					TBD
Installation					\$3,357.80
<b>TOTAL</b>					<b>\$40,293.56</b>
Estimated Monthly Payment, 5 Year Term					\$809.90

**Notes:**

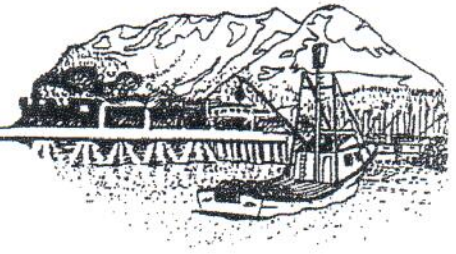
- Framework Enclosures Optional
- For supervised community build in lieu of full installation, deduct 50% from installation.
- Estimated Monthly Payment is based on a Tax-Exempt Municipal Lease. Final rates are subject to credit review and/or market changes in the index rate. For more options/information please contact our Finance Partner: Chris Canavati with NCL at 866-763-7600 or [chris@lscfinancial.com](mailto:chris@lscfinancial.com)
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# CITY OF CORDOVA



## Cordova Parks and Recreation Dept. Fisherman's Memorial Park.

Letter to Family & Friends

Dear Family & Friends;

The Cordova Parks and Recreation Dept. is happy to provide the Fisherman's Memorial as a place to remember and honor some of the Pioneers of this community. If you wish to have a plaque made and installed at the Fisherman's Memorial Park there are a few steps to take.

First and most importantly, you must decide what you would like to have memorialized. As you stroll along the existing plaques you might find a nick name or a quote by the fisherman. Some are funny, other's are somber. Each plaque captures the unique personality or "life's work" of the individual. We encourage you to take your time while creating your plaque.

When you have decided on the inscription, we will type a letter to be sent to the distributor. It will include the inscription as it will be seen on the plaque. A second appointment with you is needed to double check the order. We usually produce up to three possibilities with subtle differences that will need your inspection. An example would be using digits as opposed to writing out the dates, all of which needs your approval. Once the letter to the distributor is approved, we send in your order.

The distributor will send us a blueprint of your plaque. After you approve the distributor's blueprint the plaque is created. Occasionally, the Parks and Rec. Dept. has waited up to three weeks for a plaque to be delivered. We will let you know as soon as the plaque has been installed. Do not hesitate to call if you should have a question, (907)424-7282.

The following are some guidelines to consider for your inscription. NOTE; if the name or date line exceeds the company guidelines you will most likely need to drop another line. Also; blank spaces and dashes need to be counted as a space.

\* If the number of spaces in the Name or Date line exceeds the guidelines, you may lose one of the six other optional lines.

<u>Name Line:</u>	21 spaces
<u>Date Line:</u>	33 spaces
Line #3:	37 spaces
Line #4:	37 spaces
Line #5:	37 spaces
Line #6:	37 spaces
Line #7:	37 spaces
Line #8:	37 spaces

*In the past, we have been able to fit inscriptions that exceed these guidelines. In some cases it was important to the family to get all of the words in and sacrifice style or font size. We can usually find a compromise that will fit on your 5"x8" plaque. A worksheet follows for your convenience.*

Sincerely,  
Cordova Parks and Recreation Dept. Staff.

Appendix  
#4







# Copper River Watershed Project

*Upriver and down, salmon are common ground*

## Meeting Summary: Shelter Cove Land Donation October 20, 2016

### Present:

Todd Blaisdell  
Chancy Harmon  
Ryan Casey  
Kristin Carpenter, CRWP

Steve Witsoe (Hoots)  
Sergey Bogatchov (sp.?)  
Austin Quinn-Davidson, Great Land Trust

### Discussion

Introductions were made around the table: Hoots has been a 20 year resident at Shelter Cove. Chancy has lived there on and off for 11 years, there's a slice of State land between him and the Stern property. Todd introduced himself. Austin gave her background: she has a legal background, Great Land Trust (GLT) has been around for 20 years. The GLT conserves land and waterways in ways that contribute to community economic health. We work with property owners to place conservation easements that restrict uses. Have worked on Exxon Valdez Oil Spill (EVOS) affected lands. Our favorite projects are those that allow recreational uses, like this one. We're talking with the City and the Stern family about allowable uses.

Q: will the GLT buy the land from the Sterns?

A: no, the property is being donated by the family to the City. We hold the easement on the property, but we don't typically own land.

Q: has a survey been done, and does it show what needs to be moved? Can we get a copy of the survey?

A: we have received the survey but it's up to the family as to how they want to share that information.

Kristin noted that the timeline for this project will extend out likely another six months or so, at least. The GLT and the Stern family have drafted an easement and sent it to the City for review, the City will respond with its comments, and there will be some back-and-forth in this negotiation. Hopefully there could be more clean-up, if needed, in the spring, and then the GLT would do a Phase I site review to make sure there aren't any contaminants on the property before it's transferred to the City.

Q: is there any possibility of leaving the sauna on the property it's on if it's on the Sterns' land? Can we get a variance or a conditional use permit?

A: We need to get the survey, and then we can evaluate next steps. What is allowed to remain on the Stern's property will be up to the family and the City. As far as the

variance or conditional use permit goes, those mechanisms you're referring to are part of the City zoning process, that's not up to us.

Austin: the conservation easement is intended to allow for recreation and preservation of wildlife habitat – trails, stream crossing structures if those are needed to protect wetlands, benches. The City might want to do small scale things that generate revenue.

Kristin: I'm not involved in the negotiations between the family and the City, but I have heard some discussion around the City trying to evaluate what potential uses of the land might be allowed that aren't currently being talked about. The example being used is the Mt. Eyak Ski Hill, which has been leased to the City by the State for 40 years now, but when the lease was first executed there were no cell towers. Now the Sheridan Alpine Association has a bit of revenue coming to it from that cell tower lease, who would have anticipated that 40 years ago? As far as I know, mention of cell towers or water catchments are just that, ideas, there has been no analysis or feasibility studies that I know of.

Chancy: this is an opportunity to make the place an art piece, please consider writing something in the easement about good design for bridges, benches, and the like – I would donate time to help make things like that.

Ryan: I see a value in not over-developing things. If you build trails, that takes infrastructure, treated lumber etc. and the place has great value the way it is now.

Austin: the Stern family does not want to allow much development on the property. Sign installation would be up to the City, although we can try to insert parameters through the easement process.

Chancy: can you put in language restricting the use of concrete and galvanized steel?

Austin: you should let the City Council know that residents appreciate artistic design when it discusses what signs, etc. to put up, if any, around the property.

Q: what's the purpose of the City owning the land and not the GLT?

A: we hold the easement, not the land. As a land trust located in Anchorage, if we owned the land we wouldn't be in Cordova all the time. We don't want to be an absentee land owner, so holding the conservation easement is a better role for us

Chancy: Sealaska Corporation owned the land that is now used for an R.V. park. That land was donated for recreational use in perpetuity, reportedly.

Q: is the road to the mining claim on the property?

A: the switchback is above the property line. NVE cut down lots of trees. How much did they clean up?



Austin gave an example of local groups in Kodiak working to help with signs or what's needed, they didn't want to let the Borough or the City not do what it was supposed to do to manage the easement there.

Chancy: I agree with Ryan, the best thing would be to conserve the land with no impact, if the options are "sell for development" or "not develop."