

Mayor

Clay Koplin

Council Members

James Burton

Kenneth Jones

Jeff Guard

Robert Beedle

Anne Schaefer

David Allison

James Wiese

City Manager

Alan Lanning

City Clerk

Susan Bourgeois

Deputy Clerk

Tina Hammer

Student Council

Olivia Carroll

**Regular City Council Meeting
February 7, 2018 @ 7:00 pm
Cordova Center Community Rooms
Agenda**



A. Call to order

B. Invocation and pledge of allegiance

I pledge allegiance to the Flag of the United States of America, and to the republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

C. Roll call

Mayor Clay Koplin, Council members James Burton, Kenneth Jones, Jeff Guard, Robert Beedle, Anne Schaefer, David Allison and James Wiese

D. Approval of Regular Agenda..... (voice vote)

E. Disclosures of Conflicts of Interest

F. Communications by and Petitions from Visitors

1. Guest Speakers
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions (CCMCABoD, School Board)
4. Student Council Representative Report

G. Approval of Consent Calendar..... (roll call vote)

5. Council's right to protest renewals for liquor licenses (Alaskan Bar and Liquor Store)..... (page 1)
6. Record unexcused absence of **Jeff Guard** from the January 17, 2018 Regular Meeting

H. Approval of Minutes

7. Minutes of 01-03-18 Council Regular Meeting..... (page 5)

I. Consideration of Bids

J. Reports of Officers

8. Mayor's Report
9. Manager's Report
10. City Clerk's Report..... (page 9)
11. Staff Quarterly Reports
 - a. Parks and Recreation, **Susan Herschleb**, Director..... (page 10)
 - b. Cordova Harbor & Port, **Tony Schinella**, Harbormaster..... (page 12)
 - c. Cordova Fire Department, **Paul Trumblee**, Fire Marshal..... (page 14)
 - d. Information Services, **Cathy Sherman**, Museum, PIO, Library, IT..... (page 18)
 - e. Cordova Police Department, **Mike Hicks**, Police Chief..... (page 24)
 - f. Public Works Department, **Rich Rogers**, PWD/City Engineer..... (page 26)

K. Correspondence

12. 01-12-18 DCCED letter re Cordova population determination for 2017 as 2,279..... (page 27)
13. 01-15-18 Letter from Mayor Koplin to ADF&G re Sitka Sound Herring..... (page 28)
14. 01-16-18 Annette Deaton letter re marijuana vote..... (page 29)
15. 01-16-18 Mark Buchner letter re North Fill Lot 3 Block 5 land sale..... (page 30)

- 16. 01-18-18 Scott Pegau letter re land disposal process..... (page 31)
- 17. 01-18-18 Tammy Altermott email and ADN article re marijuana..... (page 32)
- 18. 01-23-18 Letter from Mayor Koplin to ADF&G re PWS Tanner Crab..... (page 37)
- 19. 01-31-18 Roseanne Curran submission re marijuana scientific study..... (page 38)

L. Ordinances and Resolutions

- 20. Ordinance 1162..... (roll call vote)(page 46)
An ordinance of the City Council of the City of Cordova, Alaska, repealing and reenacting Cordova Municipal Code Chapter 8.40 “marijuana regulation” removing the expired temporary prohibition against marijuana establishments within the City of Cordova, adopting regulations for such establishments, repealing and reenacting Cordova Municipal Code Chapter 18.60 “conditional use permits” to include commercial marijuana facilities as a conditional use within the city and clarifying the conditional use process applicable to such facilities – 2nd reading
- 21. Ordinance 1163..... (voice vote)(page 66)
An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova municipal code section 5.40.030(c), CMC 5.40.030(d) and CMC 5.40.030(ab) concerning sales tax exemptions, to decrease the cap on a single purchase transaction sale or service from \$7,500 to \$3,000 – 1st reading
- 22. Ordinance 1164..... (voice vote)(page 71)
An ordinance of the City Council of the City of Cordova, Alaska, repealing chapter 5.39, “motor fuel excise tax” – 1st reading

M. Unfinished Business

N. New & Miscellaneous Business

- 23. Council action to make Lot 3, Block 5 North Fill..... (voice vote)(page 74)
‘available’ on the 2018 land disposal maps
- 24. Council action on disposal and method of disposal of Lot 3, Block 5 North Fill..... (voice vote)(page 77)
- 25. Council action on extension of Performance Deed of Trust..... (voice vote)(page 85)
Lot 6, Block 2 South Fill Development Park **(may be discussed in executive session)**
- 26. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 97)

O. Audience Participation

P. Council Comments

Q. Executive Session

- 27. City business license update
- 28. see item 25 above

R. Adjournment

Executive Sessions: Subjects which may be discussed are: (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) Matters which by law, municipal charter or code are required to be confidential; (4) Matters involving consideration of governmental records that by law are not subject to public disclosure.

If you have a disability that makes it difficult to attend city-sponsored functions, you may contact 424-6200 for assistance.

Full City Council agendas and packets available online at www.cityofcordova.net



AGENDA ITEM 5
City Council Meeting Date: 2/7/2018
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 1/21/2018
ITEM: Council option to protest Liquor License Renewal
NEXT STEP: Approval of Consent Calendar

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

- I. **REQUEST OR ISSUE:** A Cordova bar and a Cordova package store have applied for Liquor License Renewals with the State through the AMCO (Alcohol and Marijuana Control Office).
- II. **RECOMMENDED ACTION / NEXT STEP:** Council action to protest the renewal or waive right to protest.
- III. **FISCAL IMPACTS:** Finance staff has advised Council that said businesses have been compliant regarding sales tax, business license renewal, property tax and utility payments to the City.
- IV. **BACKGROUND INFORMATION:** Finance Director Jon Stavig, City Clerk Susan Bourgeois and Police Chief Mike Hicks have advised that there is no financial or public safety reason for Council to protest this renewal.
- V. **LEGAL ISSUES:** The local governing body's right to protest is defined in AS 04.11.480.
- VII. **SUMMARY AND ALTERNATIVES:** Suggested motion is to move to waive Council's right to protest approval of the renewals of liquor license #40 for Dave Chipman and Cheryl Lewis dba Alaskan Hotel & Bar and liquor license #41 package store for Dave Chipman and Cheryl Lewis dba Alaskan Hotel & Bar.
Deadline to protest approval is 60 days from receipt of letters from DCCED, AMCO – which were received on Jan 12.



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West 7th Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

January 12, 2018

City of Cordova

Attn: Susan Bourgeois

VIA Email: cityclerk@cityofcordova.net

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Beverage Dispensary	License Number:	40
Licensee:	David Chipman & Cheryl Lewis		
Doing Business As:	Alaskan Hotel & Bar		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in cursive script that reads "Erika McConnell".

Erika McConnell, Director

amco.localgovernmentonly@alaska.gov



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West 7th Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

January 12, 2018

City of Cordova

Attn: Susan Bourgeois

VIA Email: cityclerk@cityofcordova.net

Re: Notice of 2018/2019 Liquor License Renewal Application

License Type:	Package Store	License Number:	41
Licensee:	David Chipman & Cheryl Lewis		
Doing Business As:	Alaskan Hotel & Bar		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in cursive script that reads "Erika McConnell".

Erika McConnell, Director

amco.localgovernmentonly@alaska.gov

Susan Bourgeois

From: Mike Hicks
Sent: Wednesday, January 17, 2018 11:15 AM
To: Jon Stavig; Susan Bourgeois
Subject: RE: Lic. 40 and Lic. 41 DBA Alaskan Hotel & Bar - Complete Renewal Applications

No issues from LE... Mike

From: Jon Stavig
Sent: Tuesday, January 16, 2018 3:26 PM
To: Susan Bourgeois <cityclerk@cityofcordova.net>; Mike Hicks <policechief@cityofcordova.net>
Subject: RE: Lic. 40 and Lic. 41 DBA Alaskan Hotel & Bar - Complete Renewal Applications

I can find no reason to protest renewal of these licenses.

Jon K. Stavig
Finance Director



P.O. Box 1210
907-424-6200
Email; finance@cityofcordova.net

From: Susan Bourgeois
Sent: Tuesday, January 16, 2018 3:22 PM
To: Mike Hicks <policechief@cityofcordova.net>; Jon Stavig <finance@cityofcordova.net>
Subject: FW: Lic. 40 and Lic. 41 DBA Alaskan Hotel & Bar - Complete Renewal Applications

Please advise as to your interest in a council protest to these 2 liquor license renewals. Alaska Bar and Liquor Store. I'd like to put these on February 7 agenda, please respond by January 31 at noon.

Thanks,
Susan

**Regular City Council Meeting
January 3, 2018 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order

Mayor Clay Koplin called the Council regular meeting to order at 7:00 pm on January 3, 2018, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplin led the audience in the pledge of allegiance.

C. Roll call

Present for roll call were **Mayor Koplin** and Council members **Jeff Guard**, **Robert Beedle**, **Anne Schaefer**, **David Allison** and **James Wiese**. Council member **James Burton** was present via teleconference. Also present was Public Works Director **Rich Rogers** and City Clerk **Susan Bourgeois**. City Manager **Alan Lanning** was present via teleconference.

D. Approval of Regular Agenda

M/Allison S/Guard to approve the Regular Agenda.

Vote on the motion: 6 yeas, 0 nays. Motion was approved.

Council member **Ken Jones** arrived at 7:06 pm.

E. Disclosures of Conflicts of Interest

Mayor Koplin and several council members mentioned that they had spoken briefly to **Melina Meyer** about marijuana issues which were legislative in nature and not considered quasi-judicial.

F. Communications by and Petitions from Visitors

1. Guest Speakers - Legislative Lobbyist, **John Bitney** was present to report on the upcoming legislative session in Juneau. He had a report in the packet that summarized things. Governor's budget came out on December 15 - obviously solving the state's fiscal crisis will be forefront of this session. He went over SB 26 which is the mechanism by which a percent of market value (of the permanent fund) is put into the state budget for operations and to pay out dividends. The senate and house have different versions of that right now. There was discussion about the state harbor funding program, Cordova the last to apply for that - it's a 50/50 matching grant and the max is \$5M that the state would give, total of a \$10M project.

2. Audience comments regarding agenda items

Sylvia Lange spoke about the AMHS reform project which is ongoing - **Mike Anderson** sits on the committee and she has been an alternate. The first task that was tackled was governance and turning the AMHS over into a public corporation has been chosen as the answer to that. She said at this point the project will be seeking political support in Juneau.

Greg Meyer of 1 Cannery Row encouraged Council to vote "no" on Resolution 01-18-03. He thought Council was putting road blocks in front of small businesses.

Melina Meyer of 1 Cannery Row spoke concerning Ordinance 1162 - she asked Council to remove the additional tax on Marijuana, keep it at the 6% not the increase to 12%. She also opined that it was not necessary to put marijuana on the ballot as Cordovans had already spoken to that issue when it was on the state ballot - 2 to 1 in favor.

3. Chairpersons and Representatives of Boards and Commissions - no reports

4. Student Council Representative Report - not present, school vacation.

G. Approval of Consent Calendar

Mayor Koplin declared the consent calendar was before the City Council.

5. Resolution 01-18-02 A resolution of the City Council of the City of Cordova, Alaska, supporting full funding for the State of Alaska harbor facility grant program in the FY 2019 state capital budget

6. Resolution 01-18-04 A resolution of the City Council of the City of Cordova, Alaska, supporting proposed changes to Alaska statute Chapters 30.30 and 5.25 relating to improving the management and prevention of derelict vessels

7. Council's right to protest renewals for liquor licenses (AC and Baja Taco)

8. Record excused absence of Council member **Burton** from the December 20, 2017 regular meeting

Vote on the consent calendar: 7 yeas, 0 nays. Beedle-yes; Schaefer-yes; Wiese-yes; Jones-yes; Allison-yes; Guard-yes and Burton-yes. Consent Calendar was approved.

H. Approval of Minutes

I. Consideration of Bids

J. Reports of Officers

9. Mayor's Report – **Mayor Koplin** had a written report in the packet and he added that he's been in touch with Shoreside Petroleum and 3 processors concerning the impact of the motor fuel tax and what it will be on them. He's working on a letter to the USFS for Points North – will get that in a packet soon. He's been asked to go to NPFMC meeting in Seattle on Feb. 5 – he will do so, he'll be in Juneau the weekend before that. He had a goal of enticing them to come hold a meeting in Cordova. In Juneau, he'll be talking about Power Creek Road but also will touch on Cordova issues. He had a request to write a letter for RCAC – there was some discussion/council input and he said he will get to that tomorrow. He met with **Mayor Berkowitz** of Anchorage and they will co-sign a letter concerning the benefits of a ferry in PWS. He may go to DC in February concerning the Grid Modernization Grant – and he will multi-task there and hit on harbor funding issues with our delegation.

10. Manager's Report – City Manager **Alan Lanning** was on the phone and expressed that there have been people coming in with concerns about the new taxes. He's willing to meet and talk with all of them.

11. City Clerk's Report – **Bourgeois** had no report.

K. Correspondence

12. 12-19-17 CEC Press Release re DOE and National Lab Microgrid project

13. 12-26-17 letter from **K. Johnson** re bonuses/contract renewals from 12-20-17 meeting agenda

14. 12-27-17 letter from **M. Meyer** re ballot proposition re marijuana

15. 12-27-17 letter from **M. Meyer** re sales tax proposed for marijuana

L. Ordinances and Resolutions

16. Ordinance 1162 An ordinance of the City Council of the City of Cordova, Alaska, repealing and reenacting Cordova municipal code chapter 8.40 “marijuana regulation” removing the expired temporary prohibition against marijuana establishments within the City of Cordova, adopting regulations for such establishments, repealing and reenacting Cordova municipal code chapter 18.60 “conditional use permits” to include commercial marijuana facilities as a conditional use within the city and clarifying the conditional use process applicable to such facilities, and amending Cordova municipal code section 5.40.012 “surtax levied on certain sales, services, and rents,” to levy a surtax on the sale of retail marijuana and marijuana products within the city – 1st reading

M/Allison S/Jones to adopt Ordinance 1162 An ordinance of the City Council of the City of Cordova, Alaska, repealing and reenacting Cordova municipal code chapter 8.40 “marijuana regulation” removing the expired temporary prohibition against marijuana establishments within the City of Cordova, adopting regulations for such establishments, repealing and reenacting Cordova municipal code chapter 18.60 “conditional use permits” to include commercial marijuana facilities as a conditional use within the city and clarifying the conditional use process applicable to such facilities, and amending Cordova municipal code section 5.40.012 “surtax levied on certain sales, services, and rents,” to levy a surtax on the sale of retail marijuana and marijuana products within the city.

Allison said he mostly is fine with this ordinance, he said he could be swayed on the surtax portion still. **Jones** also agrees with this ordinance – he was in support of the change to “map 2” which was incorporated here. **Jones** said he could also be swayed on the tax part.

M/Beedle S/Wiese to amend by striking section 3 of the ordinance.

Beedle said it's a budding market and its black market, “we're not getting nothing”. Maybe we can revisit it later. **Wiese** agreed, said there were some tax breaks that the marijuana industry cannot take (write-offs, etc.).

Vote on the motion to amend: 7 yeas, 0 nays. Motion was approved.

Vote on the main motion as amended: 7 yeas, 0 nays. Motion was approved.

17. Resolution 01-18-01 A resolution of the City Council of the City of Cordova, Alaska, designating capital improvement projects

M/Jones S/Beedle to approve Resolution 01-18-01 a resolution of the City Council of the City of Cordova, Alaska, designating capital improvement projects

Jones said he likes that the harbor/port/shipyard is the City's highest priority.

M/Beedle S/Schaefer to amend by changing l.c. and adding l.d. as follows:

l.c. Harbor expansion

l.d. General upgrades (north harbor sidewalks)

Vote on the motion to amend: 7 yeas, 0 nays. Motion was approved.

Vote on the main motion as amended: 7 yeas, 0 nays. Motion was approved.

18. Resolution 01-18-03 A resolution of the City Council of the City of Cordova, Alaska, authorizing the City to submit to the qualified voters of the City at the March 6, 2018 Regular Election the question of whether or not to prohibit operation of marijuana cultivation, manufacturing, and testing facilities as well as marijuana retail stores within the City

M/Beedle S/Jones to approve Resolution 01-18-03 A resolution of the City Council of the City of Cordova, Alaska, authorizing the City to submit to the qualified voters of the City at the March 6, 2018 Regular Election the question of whether or not to prohibit operation of marijuana cultivation, manufacturing, and testing facilities as well as marijuana retail stores within the City.

Beedle said there were some good points brought up earlier, he thinks this needs to be a proposition this time or else it could easily be brought as a petition and then brought to a Special Election. **Allison** said he'd rather vote it now then have it wait a year. There was concern over the actual language in the ballot prop in the resolution, and **Mayor Koplin** advised that if Council passes this tonight then it will be approved with direction to staff to include language within the ballot that would clarify what a yes vote meant. **Wiese** spoke against this – he said it has been voted upon already. He wants this business to succeed, it is making an investment in Cordova and shouldn't have to spend a lot of money to campaign for this. **Burton** said he agrees with **Wiese**. **Guard** was on the fence. **Jones** said he was back on the fence at this time. **Schaefer** said she was leaning toward supporting this resolution. **Allison** said he was changing his mind and is firmly on the “no” side of this vote now. **Guard** said he'll be voting no.

M/Burton S/Guard to suspend the rules in order to have questions of Council answered by the business owner that is effected by this decision.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

Jones asked **Melina Meyer** if this vote would delay her. She said it would, she would be on hold and stop investing her money until the outcome of the vote was known. **Allison** asked if she would be willing to take the risk of citizens' initiating this then. She said she would take that risk because if she had her business up and running, people could come in and see how the operation runs and that is far better – to see what the industry actually is instead of to fear the unknown.

Vote on the motion: 1 yeas, 6 nays. Allison-no; Beedle-yes; Jones-no; Guard-no; Wiese-no; Burton-no and Schaefer-no. Motion failed.

M. Unfinished Business

N. New & Miscellaneous Business

19. Pending Agenda, Calendar and Elected & Appointed Officials lists

January 17 – discussion of sales tax cap exemption. **Jones** has worked on a draft and he wants an ordinance to roll it back to \$4,000. **Mayor Koplin** said there seemed to be different objectives by different Council members – so a discussion item seems more appropriate.

O. Audience Participation

Melina Meyer thanked council for taking the time to look at the issue.

Greg Meyer of 1 Cannery Row commented on Cordova's high exempt property value. He also said he went to all the strategic planning and he thought Council was on a good path, what's with this repealing those taxes now? He gave some ideas about divesting of City properties/buildings. He mentioned how hard it is for small businesses in this town.

Tammy Altermott of 811 Woodland Drive said she was glad to see the school on the CIP list – she is glad to see the sales tax cap ordinance will get re-looked at. She mentioned the RFP for the harbor waste oil building and wondered if the local bidder's preference is included in that even though its design-build.

Don Scutt of 204 Boardwalk Way, thanked Council for bringing up the cap again. He said there are 5 empty buildings on Main Street right now, we need to bring businesses back to Cordova.

P. Council Comments

Schaefer thanked everyone for sharing comments and wished everyone a Happy New Year.

Jones thanked the audience for participating.

Wiese echoed the thanks – he said he hears people say they cannot attend meetings – he urged people to spend an hour, read the packet online, send an email to all of us.

Burton echoed the comments made.

Guard echoed the comments made.

Beedle echoed also – he mentioned how these are on YouTube.

At 9:13 pm, **Mayor Koplin** called for a five minute recess to clear the room before the executive session.

Council came back to order at 9:21 pm.

Q. Executive Session

20. Political climate in Juneau and Cordova's Legislative Priorities (with Lobbyist John Bitney)

M/Allison S/Beedle to go into an executive session to discuss the political climate in Juneau and Cordova's Legislative Priorities with lobbyist John Bitney, matters the immediate knowledge of which would clearly have an adverse effect on

the finances of the government.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

Council convened the executive session at 9:21 pm and then re-entered the regular meeting at 9:32 pm.

Mayor Koplin said there was no action taken in the executive session.

R. Adjournment

M/Allison S/Beedle to adjourn the meeting.

Hearing no objection the meeting was adjourned at 9:33 pm.

Approved: February 7, 2018

Attest: _____
Susan Bourgeois, CMC, City Clerk

DRAFT



City of Cordova,
Office of the City Clerk
Cordova, AK 99574
601 First Street * PO Box 1210

Phone: 907.424.6248
Fax: 907.424.6000
Cell: 907.253.6248
E-mail: cityclerk@cityofcordova.net

CITY CLERK'S REPORT TO COUNCIL

February 7, 2018 Regular Council Meeting

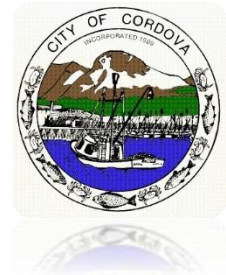
Date of Report: Jan 31 – Feb 2, 2018

Clerk's Office needs Council Feedback on: nothing at this time

Clerk's Office has been working on:

- Corresponded with State Division of Elections regarding Election, preparation of the registers as required timely for the beginning of the absentee in person voting (Feb 20)
- Performed all required Election advertising in newspapers and/or radio and scanner and postings around town
- Notarized declarations of candidacy as they are turned in
- Contacted usual election board workers to ensure appropriate coverage for upcoming Election
- Conferred with attorney about three initiative petitions
- Conferred with attorney about 2 ordinances in Feb 7 meeting for first reading
- Disseminated the passed/signed/sealed minutes/resolutions from regular meeting of 01-17-18
- Prepared agenda and packet for work session, public hearing and regular meeting on 02-07-18
- Signed City payroll and accounts payable checks
- Attended staff meetings
- Deputy Clerk continued preparation of 2018 tax assessment roll, assessment notices to be mailed March 7, 2018
- Worked with DMV staff to renew registrations on City vehicles
- Worked with IT staff to update Elections portion of City webpage to include pertinent information /dates /deadlines for upcoming Election
- Pored over signatures on 3 submitted petitions in order to determine sufficiency – deadlines are Feb 12 for 2 of the petitions, Feb 23 for the other
- Conferred with City Attorneys who are assisting with the 'legality' research for the same 3 petitions, with the same deadlines as mentioned above
- Submitted APOC 4th quarter report for employer of lobbyist
- Assisted business owner interested in food truck licensure
- Answered City Council emails/questions
- Compiled Department Heads 4th quarter reports for inclusion in Council packet of Feb 7, 2018
- Assisted member of the public in recordation of deed information – directed to DNR website
- Compiled Mayor correspondence and public correspondence for inclusion in Feb 7 council packet
- Compiled information for the renewal of liquor license agenda item in Feb 7 packet

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



Date: 1/9/18
To: Mayor and Council
From: Susan Herschleb / Director of Parks and Recreation
RE: 2017 4th quarter/ yearend report

Dear Mayor and Council;

We are delighted to report that revenue is up in the Parks and Recreation Dept. There were numerous concerns about meeting our revenue projections for 2017. The biggest concern was centered around program projections at the Rec Center. Specifically; activity fees, summer camp, the holiday bazaar and facility rentals. The accumulative projection for these 4 things totaled: \$16,500.00 in 2017. How did we meet these projections (and surpass them by 17k!) without a fulltime programmer and less 50% of our temporary employee funding? The answer lies in being open to change.

We introduced the card swipe system. This was a bumpy ride for those unwilling to accept that they should pay for use of our Community's Rec. Center. For those however, who are committed to their own personal fitness, and who are willing to invest in it; the system is a major improvement! Patrons with a pass can now use our facility 5am-10pm 7 days a week. This, and this alone, is what made it possible for us to reach and surpass our revenue projections. We were able to increase our service hours while decreasing the cost of staffing the building.

We had to re-think virtually everything we do, and we had to make some very tough decisions.

It has been a drastic change to not have our halls and gymnasium filled with the sound of youth after school. To my surprise, there have been little to no complaints about the lack of after school youth programs. It is my belief that the alternate providers in town are doing a fine job keeping kids busy. An even harder pill to swallow, was the absence of our beloved summer camp program. Here again, I believe our community has/will continue to fill this void with very active parent networks (like the puddle jumpers), as well as an amazing summer program happening at the Prince William Sound Science Center. Don't count us out in 2018! You can look for sporadic single day summer adventures with the Parks and Recreation Department; we still believe wholeheartedly in getting dirty outside, with some play based programming!

In the end, we know not to fight change. I sincerely thank my staff for remaining positive; being open to new objectives; willing to change what we do and how we do it; continuously troubleshooting; being comfortable with the unknown, and accepting that this has been and will continue to be a work in progress.

Susan E. Herschleb
Director of Parks and Recreation

CITY OF CORDOVA - PARKS AND RECREATION DEPARTMENT - 2017
BIDARKI RECREATION CENTER 4TH QUARTER REPORT

Month	Drop In	Pass	Activity	Skaters	F.Mem						Other	Totals
October	246	3838.99	1600	95								5779.99
November	175	28098.78	980	100								29353.78
December	105	8010.53		100								8215.53
Totals	526	39948.3	2580	295	0	0	0	0	0	0	0	43349.3

4TH QUARTER ATTENDANCE

October	1972											
November	2177											
December	2321											
Totals	6470											

CITY OF CORDOVA - PARKS AND RECREATION DEPARTMENT - 2017
BOB KORN MEMORIAL POOL 4TH QUARTER REPORT

Month	Drop In	Pass	Facility	Program	Lesson						Other	Totals
October	627	150										777
November	563	2590										3153
December	365	1080										1445
Totals	1555	3820	0	0	0	0	0	0	0	0	0	5375

* * Bidarki Recreation Center took in \$11748.91 in pass revenue for the pool.

4TH QUARTER ATTENDANCE

October	1070											
November	1184											
December	1084											
Totals	3338											

CITY OF CORDOVA PARKS AND RECREATION DEPARTMENT - 2017
ODIAK CAMPER PARK & SHELTER COVE REVENUE

4TH QUARTER REVENUE

October	12964											
November	541.8											
December												
Totals	13505.8											

TO: City Manager
 FROM: Harbormaster Schinella
 DATE: 1/24/2017
 RE: Quarterly Activity Report Oct-Dec 2017

Exclusive Slips Assigned	700 out of 711 Total Slips			93% Occupancy (as of 12/31/17)
	Oct	Nov	Dec	Total
Vessels Charged Daily Rate	5	2	2	9
Vessels Charged Monthly Rate	5	1	1	7
Vessels In Impound Status	1	1	1	1

Port Arrivals:

Shoreside	1	1	1	3
Samson	2	1	1	4

Used Oil Collected (Oct-Dec)	4100 Gals
Used Oil Collected(Jan-Dec)	19,850 Gals
Used Oil Delivered (Oct-Dec)	6450 Gals
Used oil shipped out (Apr-Jun)	10,000 Gals

Vessels Towed	3
Vessels Pumped	2
Vessel Bilges Pumped	1
Vessel Sewage Tanks Pumped	0

Vessel Haul outs Jan-Dec 2017	144
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GENERAL ACTIVITIES

Transferred used oil from sorting tank to storage tank
 Winterised water system throughout the harbor
 Welded traction bars on loading dock walk ramp
 Cleaned Shipyard washdown pad system
 Installed new hydraulic lines and heater core in Bobcat loader
 Completed lube and oil change on Bobcat loader
 installed new Vidmar in shop
 Re-secured mooring lines on at least a dozen vessels
 Repaired six electrical issues with electrical pedestals in harbor
 Worked with Rich Rogers to finalize RFP for used oil building
 Installed 2 new LED overhead dock lights
 Installed 6 new pile hoops and one end cap
 Snow removal
 Spent 5 days assisting with Alpine Diesel removal of vessels from collapsed building
 Replaced 2 lights that were stolen from North Harbor restrooms
 Two after work hours call outs
 Rebuilt 3 finger floats
 Had Andy Craig remove broke finger floats from harbor and put them behind the harbor office for repairs
 Towed two vessels from broken slips to temporary slips

Monthly bills for vessel moorage and storage
Reconnected two finger floats on G float
Towed remaining sections of North ramp floating dock into harbor for winter storage
Had Marty Koker look at fixing a window and roof leak in the harbor office
Conducted dock rounds daily
Cleaned restrooms
Pumped and cleaned oil collection sumps
Completed 3 Smartash burner cycles
Impounded 2 gill nets
Picked trash out of the water throughout the harbor
Rescued 2 harbor carts floating within the harbor
Ordered 8 new light poles
Picked up trash around dumpster areas
Ordered new Travelift straps and remote control

To: Mayor and City Council
Through: Alan Lanning, City Manager
From: Paul Trumblee, Fire Marshal
Date: January 30th 2018

CORDOVA VOLUNTEER FIRE DEPARTMENT
Quarterly Report

In this year-end 4th quarter of 2017. The Cordova Volunteer Fire Department responded to 31 calls for Fire, Rescue and EMS with a total of 226-member hours. YTD 180 Calls for service.

Including emergency calls, the Members of the Fire Department participated in the regular Thursday night meetings, public education and other activities for a total of 1382-member hours. YTD 6032-member hours.

Not included in this year-end report are the 34,040 On-Call status hours of the Members of CVFD or \$68,080.00 in wage compensation for On-Call time.

Also, we would like to point out that if the City of Cordova were to budget a full-time department to include admin personal not including over time, insurance and other benefits the cost to the City would be over \$1,681,706.00. This does not include an operational budget, which we are down 36% of the 2016 Budget, and operated this year's budget on \$101,519.00.

Please see detail monthly activity sheets attached for more information on fire department activities.

October 2017 ACTIVITIES		Attendance	Hours	Total People Hours
Date	Thursday Meetings			
10/5	Lifting & Moving Drill	13	2	26
10/12	Ambulance Inventory	5	1	5
10/12	Business Meeting	15	2	30
10/19	Run Reviews	5	1	5
10/19	Pediatric Webinar	15	2	30
10/26	Ambulance Inventory	8	1	8
10/26	Halloween Drill Setup	21	3	63
	Total			167
Date	Public Education Taught			
10/6	CPR for Teachers	4	4	16
10/10	1st Grade Visit	2	1	2
10/11	Kindergarten Visit	2	1	2
10/18	Open House	10	5	50
10/19	Preschool Visit	3	1	3
10/23	Preschool Visit	3	1	3
10/24	Preschool Visit	3	1	3
	Total			79
Date	Other Activities			
10/6	ETT Class	6	4	24
10/7	ETT Class	6	4	24
10/8	ETT Class	6	8	48
10/13	ETT Class	6	4	24
10/14	ETT Class	6	4	24
10/15	ETT Class	5	4	20
10/15	ETT Class Scenario	10	4	40
10/20	EVOC Class	5	4	20
10/21	EVOC Class	6	8	48
10/28	Girls on the run	2	3	6
10/31	Halloween Drill	10	4	40
	Total			318
Date	Fire Runs			
10/5	Automated Alarm Trident North	9	1	9
10/6	Boat Stove Fire	10	1	10
10/13	Fuel Smell	1	1	1
10/14	Fuel Spill	1	1	1
10/15	Vehicle Roll Over	16	1	16
10/19	Automated Alarm Ocean Beauty	10	1	10
	Total			47
Date	Ambulance Runs			
10/5	Difficulty Breathing	4	1	4
10/13	Seizure	3	1	3
10/14	Convulsions	5	1	5
10/15	MVA	4	1	4
10/26	Medical Transport	4	2	8
10/28	Difficulty Breathing	3	2	6
	Total			30
<u>Total hours for the month of October</u>				641

November 2017 ACTIVITIES		Attendance	Hours	Total People Hours
Date	Thursday Meetings			
11/2	Search & Rescue Class	15	4	60
11/9	Medic 7 Inventory	4	2	8
11/9	Search & Rescue Class	14	4	56
11/16	Run Review & Symposium Review	9	3	27
11/16	Apparatus Maintenance	8	3	24
11/29	Business Meeting	24	2	48
	Total			223
Date	Public Education Taught			
11/22	CHS Career Fair	2	4	8
	Total			8
Date	Other Activities			
11/3	SAR Tech 2	13	4	52
11/4	SAR Tech 2	13	4	52
11/5	SAR Tech 2	13	8	104
11/7	SAR Tech Study Session	5	2	10
11/9	Emergency Pediatric Care	1	16	16
11/10	SAR Tech 2	13	4	52
11/11	SAR Tech 2	12	8	96
11/12	SAR Tech 2	12	8	96
11/16	LDH Removal	1	1	1
11/26	EMT 1 Skill Checkoff	3	3	9
11/27	EMT 2 Skill Checkoff	6	3	18
	Total			506
Date	Fire Runs			
11/9	Motor Vehicle Rollover	8	1	8
11/16	Alarm at Station	7	1	7
	Total			15
Date	Ambulance Runs			
11/3	Medical Transport	3	1	3
11/3	Confused Woman	3	1	3
11/4	Medical Transport	3	1.5	4.5
11/9	Motor Vehicle Rollover	4	1	4
11/21	Vertigo	4	2	8
	Total			23
<u>Total hours for the month of November</u>				775

December 2017 ACTIVITIES		Attendance	Hours	Total People Hours
Date	Thursday Meetings			
12/7	FF2 Scenario Training	22	3	66
12/14	Ambulance Inventory	7	1	7
12/14	FF2 Skill Training	9	3	27
12/14	Anaphalaxis	12	4	48
12/21	Run Review	7	1	7
12/21	Fire Attack & Foam	4	1	4
12/21	CPR & Code Practice	11	2	22
12/28	Ambulance Inventory	2	1	2
12/28	Station Cleanup & FF2 Skills	16	2	32
	Total			215
Date	Public Education Taught			
				0
	Total			0
Date	Other Activities			
12/4	Public Assist	1	1	1
12/14	Bay Cleanup	1	1	1
12/15	Basket Ball Game Standby	1	9	9
12/16	Christmas Setup	9	2	18
12/18	Ski Hill Radio	2	3	6
12/26	EMT 2 Skill Checkoff	4	4	16
	Total			51
Date	Fire Runs			
12/12	Automated Alarm @ Trident North	10	1	10
12/18	Automated Alarm @ Mile 13 Barracks	10	1	10
12/24	Automated Alarm @ Ocean Beauty	12	1	12
12/26	SAR	16	1	16
12/31	Automated Alarm @ Trident North	14	1	14
	Total			62
Date	Ambulance Runs			
12/16	Chest Pain	7	1.5	10.5
12/17	Medical Transport	4	2	8
12/23	Back Pain	3	1.5	4.5
12/23	Broken Leg	4	2	8
12/24	Medical Transport	3	2.5	7.5
12/26	Medical Transport	3	2	6
12/31	Unconscious Male	4	1	4
	Total			49
<u>Total hours for the month of December</u>				377

Information Services Department 4th Quarter 2017

Compiled by Cathy Sherman, Debbie Carlson and Jason Gabrielson

Museum:

Visitation: 1,436 Last Year: 1454

- Attendance Attached Separately
- Visitors were from:
 - **Alaska:** Cordova, Fairbanks, Yakutat, Eagle River, Seward, Juneau, Valdez, Dillingham, Kodiak, Anchorage, Homer, Kotzebue, Ketchikan
 - **United States:** Washington, Oregon, New York, New Hampshire, Pennsylvania, Utah, California, Virginia, Wisconsin, New Mexico, Kansas
 - **International:** Nanaimo, BC; Russia; North Saanich, BC

Copper River Gallery Events:

- "The Magical and Scientific World of Harry Potter"
- "Winter White"

Programs:

- "Building the Mile 13 Airport and Military Base;" a presentation by Cathy Sherman
- "Historic Cordovan Series – Doctor Will Chase;" a presentation by Cathy Sherman

Museum Accomplishments:

- **150** Cordova Historical Society members, **51** of whom are life members.
- Work continues in the **permanent exhibit** gallery. Work continues in the Native culture gallery. The kayak frame recently donated to the Society was cleaned and conserved for exhibit. With the assistance of **volunteers**, the kayak is now hung from the ceiling in the gallery. The **three-hole baidarka** has also been cleaned and conserved and is now mounted on its permanent display racks crafted by local welders at **Peterson's**. Woodwork and trim were finished in the explorer's corner. Background images are being printed for the **cannery exhibits**.
- Wrote and submitted a **grant** application for environmental monitors for inside exhibit cases. Received \$2675 grant from Museums Alaska Collections Management Fund.
- Submitted and received a \$9675 grant for the Native Culture exhibit work from the **Grant-In-Aid** program with the **Alaska State Museum**.
- The museum had a number of **volunteers** this quarter whom have donated over 75 hours of time working in the archives and assisting with the exhibit build.
- Restarted School Class Visits:
 - November – Local History Authors and Books; Harry Potter Book Marks
 - December – No classes

-More-

Public Information Officer (PIO)

Cordova Conversation E-News:

4 th Quarter	429 Subscribers
3 rd Quarter:	426 Subscribers
2 nd Quarter:	417 Subscribers
1 st Quarter:	415 Subscribers
31 December 2016:	384 Subscribers
31 December 2015:	288 Subscribers

- **Press Releases** included:
 - 2018 Culvert Work
 - Harbor Autumn News
 - CCMC Pharmacy
 - Refuse Division Inspection
 - Sally's Garden
 - Sound Alternatives
 - Tax Changes
- Completed advertisements for the City of Cordova in newspaper, radio and websites.
- Organized **Town Hall Meeting on FY18 Budget and Strategic Plan.**

Library

Current Circulation:

- Checked out: 380
- Overdue: 233
- Lost: 106
- Interlibrary loans: 29

Collection:

- Titles: 21,490
- Copies: 22,220
- Added: 119
- Removed: 6

Patrons:

- Total: 2,760
- Permanent: 2,550 (Many summer only residents maintain permanent library cards)
- Temporary: 211

4th Quarter Statistics – October 1 to December 31, 2017

Date	Library Weekly Report Statistics								
Week ending	Visitation	Circulation	Youth program	attendance	PatronCPU	ADigital(overdrive)	Reference	Adult program	Attendance
10/6/2017	300	148	5	41	143	50	16	1	4
10/13/2017	386	196	6	81	93	55	22	1	13
10/20/2017	331	158	7	87	93	44	22	2	16
10/27/2017	349	115	6	50	123	57	21	3	18
TOTAL OCT.	1366	617	24	259	452	206	81	7	51
11/3/2017	701	100	6	418	115	71	14	3	11
11/10/2017	393	130	6	66	82	56	19	2	7
11/17/2017	346	175	5	61	97	36	23	2	9
11/24/2017	246	103	5	58	49	30	14	1	2
TOTAL NOV.	1686	508	22	603	343	193	70	8	29
12/1/2017	355	153	2	20	79	37	12	1	8
12/8/2017	390	181	6	87	67	33	12	0	0
12/15/2017	311	200	5	67	58	49	12	2	10
12/23/2017	328	189	3	30	73	41	14	1	3
12/31/2017	244	142	1	6	50	46	4	2	11
TOTAL SEPT.	1628	865	17	210	327	206	54	6	32
TOTAL	4680	1990	63	1072	1122	1210	205	21	112
4th Quarter									

Cordova Library Youth Programing



Poke'mon Bingo and story time with Anna



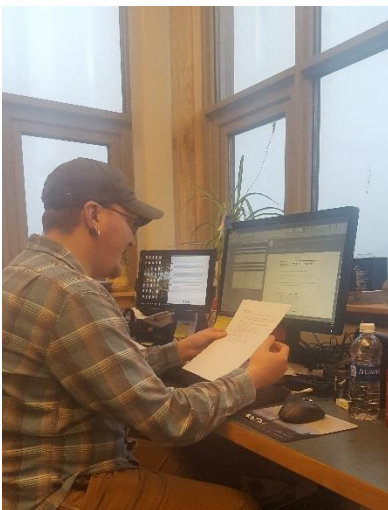
After School Art and Grade School Classes with Debbie Carlson



Adult Programs

- Sunday Movie – Alec Christopher sets up the library education room every Sunday with a featured film from the library collection.
- Outreach to seniors at CCMC – Debbie Carlson delivers magazines, books, and music to the senior citizens at CCMC. They look forward to the visit and may request items for the following week.
- Tech Time – Jason Gabrielson offers occasional tech classes and tech support for patrons on the use of computers, laptops, I pads, & phones.
- Alaska Digital Library – Patrons can borrow and download books and audio books – Jason Gabrielson and the library staff are on hand to help
- Interlibrary loan Services – When patrons can't find an item in our library Debbie Carlson will order it from another library in Alaska if its available.
- Senior Books and Coffee – Last Tuesday of the month at 10am seniors gather around the fireplace to share books, coffee & treats, word games.
- Knit and Lit – = knitting at the fireplace and talking about books on the last Tuesday of every month at 7pm.

Jason – Everything Tech!



Alec – Bulletin Board Creations



Information Technology

This memo summarizes activities and accomplishments of the Information Services Department (Information Technology) during the second quarter of 2017.

Web Site Traffic

Due to pending web host updates website stats are currently unavailable. Planning of host type and software changes are being explored. The current www.cityofcordova.net site is on an old web-based hosting method and is likely going to be migrated to a Linux server base.

Websites

- CMS (Content Management Software) updates for cityofcordova.net are ready to be installed as time permits. Scheduling the time will be crucial to minimize downtime of the site.
- The weekly events booked at the Cordova Center are now available on www.thecordovacenter.com
- City Council meetings are now being broadcast live on YouTube. Council videos from October to the December 31 have had 327 views total.

IT (Network, Systems, Policies)

- Jason researched WiFi and Bluetooth beacons from Go365, a Humana wellness program. This would allow users of that program to check-in at Bidarki Recreation Center and gain rewards for tracking their usage of the facility. A Bluetooth Beacon is on order and will be installed once it arrives. (Currently Cordova School District is one of the entities using the Go365 wellness program.)
- Jason is working with Arctic IT and Meraki by Cisco to troubleshoot a public WiFi outage on the top floor of the Cordova Center. It appears to be a switch failure, but is being tested to confirm.
- Jason and Weston worked with GLP (German Light Products) and a GLP dealer Sound Reinforcement Specialists from Fairbanks to troubleshoot some lighting problems in the theatre. Both GLP and SRS made trips to Cordova at their cost. While here they determined what lights needed attention, and they recalibrated each fixture and gave us some basic training on maintenance. The gentleman from SRS was also able to equalize our theatre sound system while onsite giving us a much better sound production. He also gave us some tips on usage of the
- Jason and Weston have been working with Cordova Arts & Pageants to buy lighting with grant money that they have received. The order has been placed for 3 LED fixtures to provide up lighting in the theatre. Jason and Weston will be doing the installation and programming of the fixtures to save on cost. ***Update*** The lights have arrived, and Jason and Weston were able to program the fixtures. They selected and installed mounting points for the fixtures. No permanent wiring has been done yet.
- Jason relocated the library patron printer to back of the staff circulation desk to prevent people from leaving without paying for prints/copies/faxes.
- The Library Wifi users for the quarter: 630

-END-

Museum Attendance

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
1981					2483
1982					2928
1983					2618
1984					1973
1985					1414
1986	221	682	1004	209	2116
1987					1677
1988	262	645	1326	345	2578
1989	238	629	1270	374	2511
1990	411	765	1534	415	3125
1991	445	936	1355	308	3044
1992	443	509	1857	705	3514
1993	281	1078	1481	406	3246
1994	608	1255	1726	452	4041
1995	458	882	2067	548	3955
1996	905	1897	2358	741	5901
1997	634	1216	2896	936	5682
1998	1047	4330	6502	906	12,785*
1999	1288	3948	4890	853	10,979*
2000	1076	1562	2931	740	6,309
2001	1185	2484	3777	934	8380
2002	1242	2343	4176	1155	8916
2003	1590	2461	4111	963	9125
2004	1839	3063	4907	1206	11,015
2005	1834	3071	5216	1508	11,629
2006	2355	2953	6,189	1771	13,268
2007	1919	3613	4166	1442	11,140
2008	2092	3210	4919	1476	11,697
2009	1543	2436	3618	1138	8735
2010	1121	1866	2735	1051	6773
2011	1569	2275	3314	862	8020
2012	1268	2128	2329	1068	6783
2013	952	1868	2868	1320	7008
2014	1548	1876	2527	1639	7590
2015	1291	1737	2033	2015	7076
2016	1680	2461	3039	1454	8634
2017	1115	2098	3070	1436	7719

*Norwegian Cruise Lines

1996—School classes begin coming to the museum.



City of Cordova
602 Railroad Ave.
P.O. Box 1210
Cordova, Alaska 99574
Phone: (907) 424-6100
Fax: (907) 253-6120
Email: policechief@cityofcordova.net
Web: www.cityofcordova.net

CITY OF CORDOVA

Office of Chief of Police

From: Michael Hicks, Chief
To: Mayor and Council
Via: Alan Lanning, City Manager
Subject: 4th Quarter 2017 Police Report
Date: January 7, 2018

PERSONNEL:

Officer Derrickk Torgerson left the department in October to explore other career opportunities. We wish him well in his new endeavor. With his departure the department is now three officers short. I have received very few applications but am hopeful that something will change in the very near future.

PATROL:

The Cordova Police Department received a total of 458 calls for service during the 4th Quarter of 2017. This is up by 17% from the 380 we had in FY16. Of those 458 calls, 39 were turned into investigative cases resulting in 1 arrest so far. There were 11 citations for moving, equipment, parking, and other violations. 24 warnings were also issued. Investigations for the same period in FY16 were relatively the same except for number of arrests. (6 last year, 1 this year).

Dispatch:

We recently purchased an upgrade through grant funding to improve the way our dispatchers handle calls. The software is designed to aid the dispatcher in giving helpful information to the caller until help arrives. Without an E911 system this information is vital. Eventually when we do have an E911 system this training will only enhance that upgrade.

Dispatcher Devenna Whitcomb is scheduled to attend the three-week Municipal Corrections Officer Academy in Palmer, AK this month. Upon completion she will be certified as a Municipal Corrections Officer as is the rest of our dispatch team.

JAIL:

In October Department of Corrections Commissioner Dean Williams, State Pretrial Enforcement Director Geri Fox, and Pretrial Probation Officer Leah Van Kirk came to Cordova to announce our collaboration with DOC's new pretrial Enforcement Division. The new monitoring and diversion programs we have been working on have caused the state to reinstate over \$19,000.00 back into our state jail contract

The department made 1 arrest which accounted for 10.5 man days in the jail facility this quarter. Last year we had 6 arrests which accounted for 42 man days in the jail facility. As I have stated in previous reports, the arrest numbers are lower partly due to the new requirements of Senate Bill 91 (SB91) which is slowly being implemented and has lesser penalties for crimes than pre SB91. Many of the more common offenses have been reduced from misdemeanors to violations.

TRAINING:

In November state DOC personnel came to Cordova to provide ankle monitor training to all department personnel at no cost to the city. This is to prepare our staff for the phase in of the program in January 2018.

DMV:

The DMV office had 434 paid transactions this quarter by 740 customer's totaling \$22,579.00. \$9,002.70 of that was the city's share.

PROJECTS / EQUIPMENT:

We are still searching for police officers to fill the 3 vacant positions with 1 possible candidate going through the process.

Our team is continuing to pursue unpaid traffic and vehicle impound citations, for costs owed to the city. This is an ongoing effort.

Respectfully,

Mike Hicks
Chief

Public Works Quarterly Report 4Q2017

Oct Nov Dec 2017

Water Sewer

- Installed new welded steel Safety Railings at WWTP Clarifier
- Notified of EPA Region 10 Award for Outstanding Project LT2 Water Upgrades
- Completed ADEC inspections on WWTP permit compliance and Watershed Filtration Avoidance
- Fixed Odiak Lift Sta pumps; installed new Mews 20HP pump; completed Meals Dam Inspection
- Made 60MG drinking water; treated 31MG wastewater; handled 60CY biosolids per permits
- Selected R&M Engrs to design the relocation of 16" water main at ADOT Hippy Cove Culvert

Streets

- Pushed up burn pile 37 times; graded roads 30 hrs; sanded/plowed roads 23 days; did 9 impounds
- Cut/cleared 9 storm damaged trees; partnered with CEC for new crosswalk lights at High School
- Assisted Alley excavations under ROW permit; supported ADOT Whitshed Rd project planning
- Filled 28 potholes; converted equipment blades & chains for winter tasks
- Completed Shop Bay 5/6 heated reinforced 6" concrete floor – 100% complete
- Modified winter snow removal operations to adjust to 3 heavy equipment operators instead of 4

Refuse

- Continued non-baled MSW landfilling and ceased baling of cardboard & cans
- Processed 27 loads of MSW, 17 C&D rollofs, 6 metal rollofs, 35 vehicles on Free Car Day
- Scored 97.4% on annual ADEC Landfill Inspection
- Completed landfill groundwater Hydrology Study per ADEC
- Investigate feasibility of installing electric "Bear Fence" at landfill
- Drafted Scope of Work to remove conveyor; planned with CRWP for new recyclables conveyor

Planning

- Chase lot contract and purchase agreement finalized and approved
- Provided information & coordination for the Hazard Mitigation Plan
- 2018 land disposal maps updated & approved by Council; prepared 5-Mile RV Campground Plan
- Leases reviewed and rates adjusted with CPI & issued 9 building permits
- Marijuana ordinance completed and presented to Council
- Handled Breakwater Fill lot, PWSSC site, burn pile, Camtu, Disc Golf, & multiple ROW issues
- Researched, drafted, published 2018 Budget documents
- Assisted ADOT in review of Adams Avenue grant & plans

Facilities

- Drafted plans, specs, and documents for ITB Invitation to Bid for CT Scan Battery Backup
- Started 20 hrs/wk at CCMC supervising maintenance & correction of multiple inspection findings
- Started Cdv Center meetings livestream; handled multiple elevator issues; upgraded theater lights
- Completed "deep clean" of Cordova Center rough tile floors
- Started troubleshooting investigation into 9 non-operational Cdv Center parking lot lights
- Continued repairs & investigation at Police Shop boiler

(End of Quarterly Report Summary)



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

OFFICE OF THE COMMISSIONER

P.O. Box 110800
Juneau, AK 99811-0800
Main: 907.465.2500
Fax: 907.465.5442

January 12, 2018

The Honorable Clay Koplin, Mayor
City of Cordova
P.O. Box 1210
Cordova, AK 99574

RE: FY 19 POPULATION FIGURE FOR PROPERTY TAX REVENUE LIMITATION PURPOSES

Dear Mayor:

The Department of Commerce, Community, and Economic Development annually determines the population of each municipality that levies and collects taxes on taxable property pursuant to AS 29.45.080 and AS 29.45.090. These figures are based on numbers compiled by the Department of Labor and Workforce Development.

The 2017 population of the City of Cordova for Property Tax Revenue Limitation purposes has been determined to be 2,279.

If you do **not** agree with this alternate population determination, you may appeal the determination to the Commissioner per 3 AAC 131.020. The appeal must be in writing and must be mailed to the Commissioner within 30 days after receipt of this notice of determination. The appeal must include the grounds for the appeal and any relevant evidence.

Please don't hesitate to contact me if you or your staff have any questions related to this matter.

Sincerely,

A handwritten signature in blue ink that reads "Mike Navarre".

Mike Navarre
Commissioner

Cc: Fred Parady, Deputy Commissioner, DCCED
Katherine Eldemar, Director, DCRA
Marty McGee, State Assessor, DCRA

CITY OF CORDOVA



January 15, 2018

Alaska Department of Fish and Game
Boards Support Section
Attn: Board of Fisheries
P.O. Box 115526
Juneau, AK 99811-5526

RE: Sitka Sound Herring Fishery

Dear Board,

The Sitka Sound Herring fishery is a vibrant fishery in which Cordova fishermen participate, making it of economically vital importance to Cordova. To reiterate general comments to the Board of Fish from the City of Cordova's November 17, 2017 letter, subsistence fisheries to meet subsistence needs, science-based management, and a priority of sustainable commercial fisheries are all vital to our community and Alaska's future.

With specific regard to herring fisheries Prince William Sound stocks were decimated by the Exxon Valdez Oil spill and other factors. In our November 17th letter, we testified that before allowing personal use fisheries, the stocks should be available for subsistence use, with a priority for restoring the commercial fishery before personal use is allowed. The subsistence herring fishery in Prince Williams Sound is small, but accommodates user groups from all over the State of Alaska. The subsistence salmon fishery that the Board implemented for Area E near Cordova is also anticipated to provide subsistence opportunities for fishermen and residents all over the state of Alaska. These opportunities complement commercial opportunities, and should continue to.

The Sitka Sound herring fisheries is a model of good Department management of a sustainable fishery, and the City of Cordova strongly opposes large shifts in allocation that will have severe economic and social consequences even for communities as far up the coast as Cordova. The science-based approach of the ADFG management of the Sitka fisheries is an example of how herring fisheries should be managed statewide.

Thank you for your consideration and for continuing to balance needs between user groups in a considered, science-based approach with resistance to large, sudden shifts in allocation.

Respectfully,

Clay Koplin, Mayor

mayor@cityofcordova.net (907) 253-5026 text/cell

Susan Bourgeois

From: David Allison <david@ctcak.net>
Sent: Monday, January 15, 2018 10:16 PM
To: Susan Bourgeois
Subject: Fwd: Marijuana VOTE

Please forward to council...

David

----- Forwarded Message -----

From: deaton1 <charleshdeaton@gmail.com>
To: CouncilSeatF@cityofcordova.net
Sent: Tue, 16 Jan 2018 01:09:13 -0500 (EST)
Subject: Marijuana VOTE

Dear Council Member Allison,

My family and I are upset with your most recent decision to allow marijuana to be sold in the city. We would like to vote on this issue. This is the democratic process, to allow the people's voice to be heard. The last time we were able to vote on something even close to marijuana deregulation was three years ago and it did not relate to the city, just the state. Please allow the city people to decide if we want marijuana or not. You can put it on the March 6 general election for the city. Thank you!

Deaton Family

Susan Bourgeois

From: Mark Buchner <nerka@bendcable.com>
Sent: Tuesday, January 16, 2018 2:58 PM
To: Susan Bourgeois
Subject: Regarding Northfill lot3 blk 5 land sale. To all council members

My name is Mark Buchner, I have had the privilege of using the City of Cordova Harbor Facilities for the last 27 years including storing my boat on this lot.

I think it would be short sighted to sell this lot to anyone. This lot is like a renewable resource for the City, it keeps on giving year after year with very little cost, and provides a huge benefit to all users. Thanks for your time.

Regards; Mark Buchner

18 January 2018

Dear City Council,

The City Council meeting on January 17th showed to me that there is room for improvement in communications between the Planning and Zoning Commission (P&Z) and City Council, and the need for a better understanding of the land disposal process by both organizations.

The agenda has a section for communications from Boards and Commissions, yet only two of the boards were listed for reporting out. The exclusion of P&Z seems unusual, particularly when three of the action items related to topics being brought forward by P&Z. Maybe the meeting representative needs to be addressed at P&Z if the expectation is that the Chair must identify a representative if they are unable to attend. At the same time, I think City Council should be seeking input from all Boards and Commissions.

There appeared to be some confusion about the classifications on the city land disposal map and what it takes to dispose of property. The different land disposal options can be confusing, and it would be very useful to have a joint City Council and P&Z training session on land disposal and development. A joint session may make it more apparent how P&Z evaluates applications and sets their recommendations. It would also allow the two organizations to share an understanding of what the City's goal is regarding land disposal and development.

My understanding is that P&Z is supposed to reduce the burden on City Council by making recommendations on several topics. I think that by improving communications between the organizations and establishing common expectations, P&Z can serve that role better.

Sincerely,



W. Scott Pegau

Susan Bourgeois

From: wilsonc1@ak.net
Sent: Thursday, January 18, 2018 4:46 PM
To: Susan Bourgeois
Subject: Correspondence for next packet and for council
Attachments: ADN Article.pdf

Susan,
Will you please have this correspondence sent to each council member and included in the next City Council meeting.
Thanks,
Tammy Altermott
Wilson Construction, Inc.
(907) 424-3452

Alaska Dispatch News

Opinions

Marijuana school suspensions more than doubled after legalization

✎ Author: Charles Wohlforth | Opinion ⓘ Updated: 6 days ago 📅 Published January 11

Alaska's legalization of marijuana came with a huge spike in suspensions of Anchorage students for using or carrying pot at school.

We voted in 2014 to treat marijuana like alcohol. Alcohol destroys Alaska lives and families. Now legal marijuana is starting to do its damage.

Meanwhile, the alcohol industry is fighting hard and dirty to keep a local tax off the ballot that would address some of its damage. The Anchorage Assembly will vote on that Jan. 23. The municipality already levies a local marijuana tax.

In the fall school semester of 2015, soon after legalization, the Anchorage School District suspended 69 students for marijuana use or possession. The same semester the next year, the number jumped to 97. In the semester that just ended, 166 students were suspended for pot.

There's no research to say why this 141 percent increase happened, but it isn't because of stronger enforcement or changes in discipline policy, said Joe Zawodny, director of secondary education for the ASD.

[The new marijuana industry may not be what we bargained for]

"Because it's legal in the community, I think, the stigma around marijuana use is decreasing," he said. "The data would seem to say there is increasing use."

I agree. By opening marijuana shops all over town, society went from saying marijuana was transgressive to saying it is encouraged. Kids heard that.

"Schools are really a microcosm of the community," said Superintendent Deena Bishop. "It was a community issue. It was voted on. It is where we are as a society. But there are unintended consequences."

For many students, one consequence is getting kicked out of school.

The district suspends students for 10 school days — two weeks — the first time they get caught with marijuana. A student can reduce that by doing an anti-drug program with Volunteers of America.

The goal of the policy is to keep students off drugs, because they can't learn while they're high, and to provide a drug-free school for other students, Bishop said. She also pointed to research that shows marijuana use during the teenage years can damage brain development.

After marijuana was legalized, middle school students also began coming to school high, something that hardly ever happened previously in the sixth, seventh and eighth grades, Zawodny said.

Suspensions in those grades went from just one during the fall semester of 2015, to 10 in fall 2016, to 26 last fall (I'm using only fall semester numbers for comparisons).

Oddly, the state's Youth Risk Behavior Survey showed no statistical difference in the percentage of students in traditional high schools who reported using marijuana between 2015 and 2017. I cannot explain that discrepancy.

But clearly, the belief was wrong that legalizing marijuana for adults wouldn't hurt kids. Also wrong, that marijuana would produce meaningful government revenue. And wrong as well, that testing and regulation would work smoothly, as the industry struggles with impurities and unknown levels of potency.

The true belief was that marijuana is not as harmful as alcohol, and alcohol is legal. But the social cost of alcohol is immense.

A recent study by McDowell Group economists, funded by the Alaska Mental Health Trust, put the total cost of alcohol abuse in Alaska at \$1.8 billion, of which the government pays 43 percent. Sixty percent of the cost of traffic crashes is due to alcohol, almost \$600 million a year.

In comparison, the economic benefit of alcohol is minimal. McDowell said the entire payroll of all businesses in Alaska manufacturing, wholesale or retail sale of alcoholic beverages is only \$66 million.

But the industry takes advantage of the political system and Alaskans' tax aversion to make sure it avoids paying for the damage. Alcohol pays \$38 million in state tax, about 2 percent of the costs it creates.

Last month, Assemblyman Dick Traini proposed a 2 percent wholesale alcohol tax at the local level. The money would go toward addressing alcoholism and could be used to fund bonds to build a treatment center.

The industry, in anonymous ads, attacked Traini on the radio and online (including on [adn.com](#)), caricaturing him with a huge stomach. Assembly members were deluged with fake constituent contacts — Traini said he called some supposed opponents who didn't even know their names had been used.

I got the same treatment in the 1990s when I proposed an alcohol tax at the Assembly, with a brutal personal advertising attack and a flood of phone calls. The purpose was to intimidate other members against putting the tax on the ballot, and it worked.

"What message does that send to my Assembly colleagues?" Traini said. "If you try and support the alcohol tax, we're going to put a caricature of you out there."

The industry cares so much because taxes reduce drinking by severe alcoholics. Social drinkers don't pay much tax, but street alcoholics spend all their money on booze. Impose a tax and they can't buy as much.

That matters to the industry, because heavy drinkers — the top 10 percent — account for more than half of all alcohol sales. These are people who average more than 10 drinks a day, every day.

The alcohol industry holds on to those sales by threatening and buying politicians to keep taxes off the ballot.

Another strategy that works to control alcohol abuse is to regulate the location and sales practices of liquor stores and bars.

In an article this week, ADN's Devin Kelly described a neighborhood protesting a liquor store that sells shooters and fortified beer to street people. Experience in other neighborhoods has shown that getting rid of products favored by street drunks can clean up community problems.

The problems of drug and alcohol abuse cannot be solved — but we can make the situation better and alleviate some of the pain and cost of abuse. It requires small sacrifices by the rest of us.

But in these cases — our weak regulation of alcohol and the new legalization of pot — Alaska has put individual enjoyment above what's good for the community. Call it libertarianism or selfishness, it amounts to the same thing.

The views expressed here are the writer's and are not necessarily endorsed by the Anchorage Daily News, which welcomes a broad range of viewpoints. To submit a piece for consideration, email [commentary\(at\)adn.com](mailto:commentary(at)adn.com). Send submissions shorter than 200 words to letters@adn.com or [click here](#) to submit via any web browser.

About this Author

Charles Wohlforth

Charles Wohlforth's column appears three times weekly. A lifelong Anchorage resident, he is the author of more than 10 books, and hosts radio shows on Alaska Public Media. More at wohlforth.com.

Comments

CITY OF CORDOVA



January 23, 2018

Janet Rumble, Fisheries Biologist III
Alaska Department of Fish and Game
3298 Douglas Place
Homer, AK 99603-7942

RE: Prince William Sound Tanner Crab Fishery

Dear Jan,

Thank you for the provisions of the commissioner's permit for the spring 2018 Prince William Sound tanner crab fishery. We particularly appreciate the flexibility with timing to accommodate fishermen and a Cordova processor willing to set up a processing line. Fishermen and the processor will share risk with the Department.

We are excited for the opportunity to get a clearer picture of the health of the stocks and believe that this data will be useful for the department. We are hopeful that the biomass is good, and that this small fishery will provide an economic opportunity without compromising the sustained yield.

We thank you for developing a Prince William Sound tanner crab management plan last year. Regardless of the outcome of this fishery, we feel it is essential that we continue to periodically measure the resource and improve economic opportunities and data collection with these fisheries.

I wish I could better communicate our appreciation for this opportunity, thank you again for working with the City and our fisheries development committee to craft a workable fishery.

Respectfully,

Clay Koplin, Mayor
mayor@cityofcordova.net
(907) 253-5026 text/cell

cc: Governor Bill Walker
Lt. Governor Byron Mallott
Senator Gary Stevens, District P
Representative Louise Stutes, District 32
ADF&G Commissioner Sam Cotten
ADF&G Commercial Fisheries Director Scott Kelley
Cordova Fisheries Development Committee

submitted by Roxanne Curran
1/31/18

The Hidden Costs of Marijuana Use in Colorado: One Emergency Department's Experience

The following information was copied and pasted from the full scientific study cited for brevity. You can access the complete study at the online address listed. During the study period of 6 years the hospital lost 20 million dollars.

Article (PDF Available) in Journal of Global Drug Policy and Practice 10(2 Summer):1-26 · January 2016 with 28 Reads

Purpose: This study aims to assess potential health care costs and adverse health effects related to cannabis use in an acute care community hospital in Colorado, comparing study findings to those medical diagnoses noted in the literature. Little information is available about specific hospital health care costs, thus this study will add to the knowledge gap and describe charges and collections from visits of these patients in one hospital's Emergency Department (ED). **Objective:** Review diagnoses of cannabis users visiting a local ED and outline the potential financial and health effects of these patients on the health care system

The Hidden Costs of Marijuana Use in Colorado: One Emergency Department's Experience (PDF Download Available). Available from:

https://www.researchgate.net/publication/314140400_The_Hidden_Costs_of_Marijuana_Use_in_Colorado_One_Emergency_Department%27s_Experience [accessed Jan 30 2018]. **Conclusion:** Subjects seen in the ED had similar diagnoses as those reviewed in the literature, confirming the serious side effects of marijuana use. During the study period, the study hospital incurred a true loss of twenty million dollars in uncollected charges after allowing for contractual obligations. While adverse health effects have been described in the literature, there is little data on the financial impact of marijuana use on the health care system. This study demonstrated an increasing number of patients who are seen in the ED also have used cannabis. These patients are not always able to pay their bills, resulting in a financial loss to the hospital.

The number of accidental ingestions in Colorado in children under the age of 12 has increased 215% between 2010 and 2014.

The effects on learning and education related to cannabis use have been documented in the literature,(16) and Colorado school expulsions for drug related reasons increased 40% between 2008 and 2014, citing marijuana as the most commonly abused substance.(17) The American Academy of Neurology recently recommended no cannabis use for children, adolescents, or adults until further study is done.(18) Cannabis has a known addictive potential, particularly in the developing brain, and has a well-described withdrawal syndrome.(19) Nationally there are 7.15% adolescents using cannabis, but in Colorado this figure is 11.16%.(20) The addiction rate is higher for adolescents (approximately 18%) than for adults (approximately 9%).(2)

Depression, suicidal ideation, and psychosis related to cannabis have also been well documented in the medical literature. In Colorado in 2014, when retail cannabis businesses began operating, there was a 29% increase in the number of cannabis-related emergency room visits and a 25% increase in the number of likely cannabis-related ED visits. In the three years after medical cannabis was commercialized, compared to the three years prior, there was a 46 percent increase

in cannabis-related hospitalizations.

(34) Following IRB approval, laboratory results for all toxicology Urine Drug Screens (UDA) (n=45,240) were reviewed from 2009 to 2014. Visits where a diagnosis related to cannabis was identified at the study hospital increased from 545 to 2,042, a 375% increase between 2009 and 2014. The percent of cannabis subjects admitted as inpatients from the ED increased from 9% to 15.3% during study period. ED charges unable to be collected increased 192%.

The revenue loss (\$209,752,336) for cannabis patients in the study hospital in Table 4 “Uncollectible for ED Patients” is without contractual adjustments because the authors do not know the specific agreements between the study hospital and payors. Some of these agreements would decrease the uncollectible amount. What might be considered a true loss to the study hospital, according to the hospital administrators familiar with the data, would be in the 10-20% range of the total uncollectible amount.(49) This would be at least a \$20 million loss over the 6-year study period.

Information from this study demonstrates the financial impact of cannabis. The toll of secondary effects from increased cannabis use includes physical, psychosocial, and financial to patients, families and communities.

There should be an increased public health concern for the adverse side effects and increasing utilization of health care related to cannabis use. Health care professionals should become knowledgeable of the side effects of cannabis to appropriately counsel their patients and discuss health implications with the public as well as legislators.

Prior to accepting and promoting cannabis for medicinal or recreational use, rigorous scientific research into its broad spectrum of potential risks and benefits should be completed, just as it has with other substances. Science must trump public opinion, and this begins with data collection and well controlled scientific studies related to specific medical conditions. Evidence based medicine should be considered the standard of patient care.

AAA has studied the impact of legalization in Washington state and found marijuana use and fatal crashes are increasing. The portion of drivers in fatal crashes who recently used marijuana spiked to 17 percent from 8 percent from 2013 to 2014, the motorist advocacy group reported.

McMahon cited problems caused by drunken driving not only in Illinois but across the country. Adding another intoxicant available to drivers would be an increased danger to the public -- a statement supported by a 145 percent increase in fatal traffic crashes in Colorado from 2013 to 2016 where drivers tested positive for marijuana.

McMahon's letter to lawmakers also cited a battery of negative effects of legalization, such as increased crime at dispensaries because they only deal in cash sales, marijuana being more accessible to youths and people younger than 21, along with decreased workplace productivity and tax revenue falling short of expectations.

"As public leaders, we cannot make marijuana more accessible to adults without making it more accessible to children," part of McMahon's letter read. "I hope you will agree that the lure of potential revenue is not worth our children's futures or increased safety risks."

Kane County State's Attorney Joe McMahon Daily Herald 9-12-2-17

Recently, two of our state legislators announced they would push for marijuana legalization as a solution to the state's fiscal crisis when they return to Springfield in January. While quick to tout the potential for increased tax revenue, these politicians are ignoring the long-term, well-documented costs increased marijuana use would bring to our communities. As the director of an addiction service line and clinical psychologist with firsthand experience treating addiction, I know the public health consequences of promoting the sale of another addictive drug in Illinois will far outweigh any temporary benefit.

Marijuana policies deserve a robust and informed debate, but that discussion should be driven by science and facts, not the motives of for-profit special interest groups (read: addiction profiteers) lobbying our elected officials. And when it comes to the negative health implications of marijuana use, the science is crystal clear. According to the CDC, one in 10 adults will develop an addiction when using marijuana regularly, and new research has even indicated that one in every three current marijuana users has a diagnosable marijuana use disorder.

This is something I see in my clinics often. I treat patients suffering from marijuana addiction -- a problem that, according to both my own experiences and published research, undermines my patients' ability to complete school, achieve their maximum earning potential, hold their jobs, function in a healthy marriage, and find overall life satisfaction.

Perhaps most concerning is the disproportionate impact legalizing marijuana would have on our young people. We now know Colorado leads the country in past-month marijuana use by youth. And the Centennial State isn't an outlier in this trend: Oregon and Washington State, which have also legalized the drug, each rank in the top six states nationwide for past-month marijuana use by adolescents.

Making matters worse, marijuana-related emergency room visits by young people in Colorado more than quadrupled since the state legalized marijuana. In fact, more Coloradans in drug treatment are self-reporting heavy use of marijuana than ever before.

Moreover, states with legal marijuana are proving the impact of legalization stretches far beyond harms to the individual. A study conducted by the AAA in Washington State showed a doubling in the number of fatal drug-impaired car crashes after legalization. Adding insult to injury, Colorado still faces a \$700 million state budget shortfall that it must compensate for through increased taxes or budget cuts elsewhere.

Years ago, we realized that exposure to lead created significant adverse public health consequences. In response, we removed lead from nearly everything we could: paint, pencils, window blinds, glass, and so on. Like lead, the greater marijuana's exposure to the public, the greater the negative health impact. Why move backward? There are far better ways for our state to make money than selling a new intoxicating, addictive substance to our residents.

Marijuana commercialization will drive more kids to smoke pot, increase treatment admissions for addiction, and become a significant setback for public health and safety. The answer to criminal justice reform and our state's financial crisis does not require creating a new industry that preys on our youngest and most vulnerable by marketing pot gummy bears, pot lollipops, and 93 percent THC concentrates.

It's time for politicians in Springfield to stand up to special interest groups campaigning for laws that would create a new for-profit addiction industry -- the next Big Tobacco -- and choose to promote healthy lifestyles instead. The residents of Illinois are depending on you.

Dr. Aaron Weiner, of Naperville, is a clinical psychologist and director of addiction services at Linden Oaks Behavioral Health in Naperville. Daily Herald 12-18-2017

By Christine Miller, Ph.D., for Moms Strong. Dr. Miller was one of many speakers at a rally in front of the state capital in Sacramento, Oct. 4, 2016. She also wrote Ten Myths Marijuana Advocates Want You to Believe.

We all know individuals who have been able to use marijuana and be happy, successful and productive members of society. The precise proportion of users who fall into this category is not known, but what is clear is a substantial percentage of people cannot use marijuana with impunity. Unfortunately, you can't tell ahead of time who that is going to be. There is no genetic test, no psychological profile, no family history screening that is reliable.

The question becomes not how many fatalities does use of marijuana cause, but can a young person use it occasionally, i.e. "responsibly," like having a single beer once a month or once a week, and be sure

that they'll be O.K.? The answer is **no**, particularly in regards to psychotic outcomes. **Some individuals experience acute psychosis after their first use.**

1) **Psychosis: hundreds of peer-reviewed, scientific articles** show a correlation between marijuana use and psychotic outcomes such as schizophrenia, too numerous to list here. The **question of whether marijuana is causal for psychosis has been answered in the affirmative by applying standard principles of causation used in pharmacological and epidemiological research:**

- ➤ Dose response effect, so that heavier use of more potent product results in more users developing schizophrenia (Zammit et al., 2002; van Os et al., 2002; DiForti et al., 2009; DiForti et al., 2015)
- ➤ Administration of the active ingredient (Δ^9 -THC) in the clinic under controlled conditions causes psychotic symptoms (D'Souza et al., 2004; Morrison et al., 2011; Bhattacharyya et al., 2011; Freeman et al., 2014).
- ➤ Self-medicating is not that likely, because many will try to quit to avoid the psychotic symptoms before they become too impaired (Fergusson et al., 2005), e.g. comedian Seth McFarlane; but for others it may be too late (as seen in *The Other Side of Cannabis*, Heartsgate Productions, 2015).
- ➤ Marijuana use generally comes before the psychosis, not vice-versa (Arseneault et al., 2002; Henquet et al., 2005; Kuepper et al., 2011).
- ➤ In users who have schizophrenia, the age of onset is earlier than for non-users, similar to the effect of carcinogens in causing an earlier onset of a suite of cancers (Veen et al., 2004; Barnes et al., 2006; Large et al., 2011)
- ➤ Of all recreational drugs, marijuana use is the most likely to result in chronic psychosis (Niemi-Pynttari et al., 2013).

What percentage experience a psychotic outcome? The low to moderate-strength marijuana available in the last century was shown to trigger single psychotic symptoms (paranoia, racing thoughts, delusions, hallucinations) in **12% to 15% of users** (Thomas, 1996; Barkus et al., 2006; Smith et al., 2009). Of those with such "prodromal" symptoms, about 35% can be expected to develop full psychosis, i.e. a constellation of symptoms occurring at once (Cannon et al., 2008). For about half of these individuals, conversion to chronic schizophrenia spectrum disorder occurs irrespective of family history (Arendt et al., 2008; Niemi-Pynttari et al., 2013).

The result for low to moderate-strength marijuana was about a 2.5-fold increased risk of schizophrenia, but for the high strength product available today, the risk for schizophrenia is 5-fold compared to non-users (DiForti et al., 2015). That increase in risk translates into about one out of every twenty users if they don't quit in time. Is this impact limited to adolescence? Given that the brain continues to develop in males through the late twenties (see figure on back), it seems unlikely that the risk for chronic psychosis is limited to adolescent users. Furthermore, **administration of THC to adults in a clinical setting results in psychotic symptoms** (D'Souza et al., 2004; Morrison et al., 2011. Bhattacharyya et al., 2011; Freeman et al., 2014).

Other Adverse Psychological Outcomes

2) **Risks for anxiety, panic, and depression are increased by marijuana use:** Zuardi et al., 1982; Thomas, 1996; Patton et al., 2002; Dannon et al., 2004; Hayatbakhsh et al., 2007; Medina et al., 2007; Hasin et al., 2008; Zvolensky et al., 2010; Fairman and Anthony, 2012; Silins et al., 2014; Cogle et al., 2015; with some studies showing that correction for confounding variables lessens the association with anxiety and depression, while others report the effect remains. For a review see: Miller CL, The Impact of Marijuana on Mental Health in: Contemporary Health Issues on Marijuana (Winters KC and Sabet K, eds), Oxford University Press, in press.

3) **Risk for suicidal ideation is increased on average 7-fold:** Arendt et al., 2006; Silins et al., 2014; Kvitland et al., 2016, even after correcting for a prior history of depression: Clarke et al., 2014. In 2014 (the report specific for 2015 data is not yet available), the 2nd year after legalization of recreational use of marijuana, Colorado experienced the highest suicide rate in state history: “In 2014, there were 1,058 suicides among Colorado residents and the age-adjusted suicide rate was 19.4 per 100,000. This is the highest number of suicide deaths ever recorded in Colorado.” Office of Suicide Prevention Annual Report 2014-2015, Colorado Department of Public Health and Environment.

Particularly alarming, the Colorado media has reported sudden onset suicidal ideation or completed suicide in consumers of commercial edibles: Levi Thamba Pongi, Denver, 2014; Richard Kirk, Denver, 2014; Luke Goodman, Keystone, 2015, but also reported following the smoking of potent marijuana: Brant Clark, Boulder, 2007; Daniel Juarez, Brighton, 2012. (*Editor’s note: In Seattle, 16-year-old Hamza Warsame jumped six floors to his death after smoking marijuana in December, 2015.*) **These responses can happen so quickly in individuals who were not previously suicidal that intervention may be impossible.**

4) **Lack of educational achievement and decreases in motivation** – after covariate adjustment, the odds for marijuana users completing high school are reduced to about 0.37-fold that of controls (Silins et al., 2014); accounting for demographics and other factors, marijuana use adversely affected college academic outcomes, both directly and indirectly through poorer class attendance (Arria et al., 2015); decreases in motivation with marijuana use have been documented in clinical studies of humans (Bloomfield et al., 2014) and in animal models (Silveira et al., 2016).

5) **Negative impacts on IQ: up to an approx. 7 point drop in IQ from childhood scores by age 38** in marijuana users who have been abstinent for 24 hours prior to testing; but only an approx. 5 point drop in those abstinent for a week prior to testing (Meier MH et al., 2012); a subsequent study of twins by Jackson et al., 2016, yielded mixed results, with an average decline of 4 points in marijuana users by late adolescence, however restricting the comparison to the matched twins (thereby controlling for genetics and a myriad of environmental factors), the effect of marijuana largely disappeared. The limitation of this later study is that brain development is not complete by late adolescence, particularly the wiring of the all-important cortex is still ongoing through the late twenties (see Figure below). There is no controversy, however, about the negative, real-time impact of marijuana use during tests of

cognition and memory: Curran HV et al., 2002; Ranganathan and D'Souza, 2006; Morrison et al., 2009; Solowj et al., 2010; Pavisian et al., 2014.

Three things I wish parents and teens knew about pot. US News and World Report 2017

Marijuana slows brain development in adolescence.

Brain development is more significant during adolescence than during any other developmental stage (except in the womb). The transition from childhood to adulthood is a critical period of brain growth, and the brain's natural endocannabinoid system – which is affected by marijuana use – plays a very important role in this development.

The unique brain growth that we see only during adolescence is temporarily halted by marijuana use. How? Delta-9-tetrahydrocannabinol, or THC, the ingredient in marijuana that produces a high, binds with the brain's cannabinoid, or CB1, receptors. This blocks their normal function.

It also makes kids really high. Teenagers have more CB1 receptors than adults do for THC to bind to, and THC also stays in the CB1 receptor for longer than it would in an adult. Neuroscientist Dr. Frances Jensen, author of "The Teenage Brain," recently told Terry Gross on the NPR program "Fresh Air" that "[THC] locks on longer than in the adult brain.... For instance, if [a teen] were to get high over a weekend, the effects may [still be] there on Thursday and Friday later that week. An adult wouldn't have that same long-term effect."

The effect I want parents and teens to understand is this: While THC is in the CB1 receptor, it blocks the process of learning and memory and slows, or stops, adolescent brain development.

Because of this, exposure to marijuana "during adolescence can dramatically alter brain maturation and cause long-lasting neurobiological changes that ultimately affect the function and behavior of the adult brain," according to a 2014 review of research published in the journal Frontiers in Neuroscience examining the long-term consequences of marijuana use during adolescence, particularly the effects on cognitive functioning, emotional behavior and the risk of developing a psychiatric disorder in adulthood. The damage is irreversible. Early marijuana use has long-lasting consequences on IQ and intelligence and is "associated with a two-fold increase in the risk of developing a psychotic disorder," like schizophrenia or bipolar disorder, according to the review.

This is not an unproven theory; we understand the neuroscience behind how and why marijuana affects an adolescent brain differently than it would an adult one. Still, 71 percent of high school seniors do not view "regular marijuana usage" to be harmful to their health, based on survey data from the National Institute on Drug Abuse. Most wouldn't smoke a cigarette because they understand that smoking is unhealthy; it's time for us to be more clear with teens that marijuana use is not a healthier choice.

Marijuana today is actually very addictive, especially for teens.

Most people think marijuana is "healthier" than alcohol or tobacco in part because they believe it isn't addictive. But pot can be very habit-forming. Surprisingly, marijuana use is associated with a higher

rate of clinically significant health problems and problematic behaviors among users, such as failure to meet major responsibilities at work, school or home, as well as dependence or addiction than alcohol among users, reports the 2016 National Survey on Drug Use and Health. Twenty-one percent of adult marijuana users met diagnostic criteria for addiction, according to that survey. Studies indicate that as many as one-third of users develop a diagnosable addiction, especially with strains of marijuana that have higher THC content.

Teenagers are especially susceptible to addiction – to alcohol, to social media, and yes, to marijuana. In the same way that teens learn faster than adults do, it's also easier for their brains to “learn” to become addicted. Learning stimulates and enhances the brain. Substances like marijuana do the same thing, but during adolescence, teen brains “build a reward circuit around that substance to a much stronger, harder, longer addiction,” Jensen told Terry Gross. “The effects of substances are more permanent on the teen brain,” she noted. “They have more deleterious effects and can be more toxic to the teen than the adult.”

Pot today is a different drug than it was a generation or two ago.

I think a lot of parents in my generation believe that marijuana isn't harmful or addictive because it didn't used to be. THC concentrations have skyrocketed in recent years, and growers have bred the antipsychotic properties out of today's marijuana.

Reports differ depending on where marijuana is sourced, but studies of THC concentration in cannabis show that before 1980, concentration of THC averaged around 1.5 percent. Potency rose to about 3 percent in the early 1980s and stayed there until about 1992, when it began to rise steadily. In the last decade, samples have averaged about 11 percent THC; and currently, specific breeding techniques are yielding strains that are 27 to 33 percent THC, according to findings published in Biological Psychiatry. Experts believe that this is likely now the norm in states where recreational marijuana is legal; higher THC concentration yields a more lucrative product.

In addition, 20 years ago marijuana had higher levels of cannabidiol, or CBD, a non-psychoactive cannabinoid in marijuana. Although CBD has medicinal benefits, growers are breeding it out of marijuana intended for recreational use because it keeps users from getting as high as they would without the CBD.

Higher THC and lower CBD produces a higher high – and also a higher potential for overdose. A THC overdose won't kill you, but it can produce hallucinations, panic attacks and extreme paranoia. And an overdose can cause a psychotic break and psychotic disorders that can be hard for a teenager to ever recover from.

City of Cordova Memo

DATE: January 31, 2018
TO: Mayor and City Council, public
SUBJECT: Ordinance 1162, second reading 02-07-18

Ordinance 1162 is before Council tonight for second reading and also will be the subject of the public hearing on February 7, 2018.

The consensus of Council at the January 3, 2018 meeting was to remove the surtax portion of the original ordinance (section 3). The City Attorney has advised that we have been remiss in repeating first readings due to what we have considered substantial changes to the ordinance. In fact, this change, removal of section 3, is not substantial and it is appropriate to now move this ordinance along for Public Hearing and second reading tonight, February 7, 2018.

Title 18 changing ordinances require that the public hearing date and time be advertised at least 15 days before in the newspaper. Therefore, this ordinance wasn't ready for second reading at the January 17 meeting, but is tonight, as the ad was in the January 19 edition of the Cordova Times, which was 19 days ago.

Attached here is the original memo written by City Attorney Holly Wells that accompanied the initial reading of this ordinance.

MEMORANDUM

**TO: CORDOVA CITY COUNCIL
ALAN LANNING
SAMANTHA GREENWOOD**

FROM: HOLLY C. WELLS

**RE: THE MARIJUANA ESTABLISHMENT STATE OF ALASKA LICENSE
APPLICATION REVIEW PROCESS**

CLIENT: CORDOVA

FILE NO.: 248

DATE: DECEMBER 13, 2017

ATTORNEY-CLIENT PRIVILEGED INFORMATION

I. INTRODUCTION

City Manager Alan Lanning recently requested a draft ordinance to present to City Council that adopts local regulations for marijuana facilities that permit the commercial marijuana industry to operate in the City of Cordova ("City") in a manner that best serves the needs and interests of the City, its residents, and visitors. To this end, we worked with City Manager Lanning and the Planning Department to draft Ordinance #1162.

Numerous communities within Alaska and in other jurisdictions now permit marijuana establishments so long as those establishments are in compliance with all State and local laws. Many Alaskan communities permit the industry to operate within that municipality's boundaries while imposing local limitations, excise taxes, sales taxes, license requirements, and associated fees upon industry participants. While Ordinance #1162 provides the City with effective marijuana regulations, City Council must always remember that the use, sale, manufacturing, and cultivation of marijuana and marijuana products remains unlawful under federal law and thus there is always risk associated with permitting and regulating the commercial marijuana industry rather than simply prohibiting it.

Given the City's lack of participation in the industry at this time, it is difficult for Cordova to gauge the nature of the potential commercial marijuana market in the City and its associated risks, challenges, revenue potential, and social consequences. For this reason, Ordinance #1162 provides a broader regulation approach that permits the City to observe the nature of its commercial marijuana market before delving into more extensive limitations, restrictions or taxation efforts. Once the industry has been operating within the

City, I recommend the City revisit its regulations to ensure they are closely tailored to serve the City's interests.

II. DISCUSSION

Ordinance #1162 has several important components that Council should understand prior to its adoption. The components include:

1. The City Council's role and responsibilities as the "Local Regulatory Authority"
2. The Scope and Intent of CMC 8.40
3. The General Regulations Regarding Marijuana and the Reasons Behind them
4. The Conditional Use Permitting Process for Marijuana Establishments

Each of these components is discussed in turn.

A. The City Council's role and responsibilities as the "Local Regulatory Authority"

Ordinance #1162 repeals and reenacts CMC 8.40 "Marijuana Regulation" to remove the temporary prohibition of marijuana establishments within the City and to regulate such establishments. It also clarifies the role of City Council as the "Local Regulatory Authority" and establishes a Council review process for State marijuana establishment license applications, renewals and drafts. See Proposed CMC 8.40.020 and CMC 8.40.025.

These additions are important as they provide City Council with the authority to review a State marijuana establishment license, renewal or transfer prior to its approval by the State and to protest such licenses, renewals, and transfers. A protest that is reasonable and not arbitrary or capricious by the City bars a license applicant from approval. Specifically, State regulations currently prevent the State from approving a license application, renewal or transfer if the City protests such action within 60 days of receiving the application for review from the State and that protest is not based on arbitrary, capricious or unreasonable reasons.

B. The Scope and Intent of CMC 8.40

In addition to the review process outlined in proposed CMC 8.40.025, Ordinance #1162 adds a more comprehensive scope and intent section to CMC 8.40. The reason for these sections is to make every effort to protect the City against a challenge by federal law enforcement in the event that a change of policy or direction occurs. While the federal government has never outright sanctioned state and local laws permitting commercial marijuana establishments, former Deputy Attorney General Cole did issue a memorandum in 2013 that itemized the federal government's "enforcement priorities" in the marijuana arena and recognized that the federal government enforcement efforts would focus on those priorities. This memo, often referred to as the "Cole Memo" is often relied upon by states and municipalities in creating regulations that are mindful of the Cole

Memo priorities. These priorities have been codified in proposed CMC 8.40.015 so that both the current and future Councils and City administrations are fully aware of these priorities and consider them when reviewing the State license applications and any conditional use permit application.

Similarly, CMC 8.40.010 includes a provision that is designed to protect the City from any claims for economic loss or hardship that may arise in the event that the commercial marijuana industry is “shut down” by the federal government or even changes to State law. The commercial marijuana industry is a high risk industry and its participants are generally aware of such risks. However, codifying the City’s lack of responsibility for the consequences of engaging in this industry provides an extra layer of protection to the City.

C. The General Regulations Regarding Marijuana and the Reasons Behind Them

In addition to the expanded scope and intent sections of Ordinance #1162, it also provides a more comprehensive framework for regulating Cordova’s commercial marijuana industry. Instead of adopting local regulations that deviate from State regulations, CMC 8.40 primarily incorporates State statutory and regulatory requirements and ensures that all marijuana establishments operating within the City fully comply with the State marijuana establishment licensing requirements. Proposes CMC 8.40 also ensures that there is a penalty associated with violation of City law and that applicants pay for any costs incurred by the City or associated with any permits for which applicants apply.

While this approach may seem broad, the State of Alaska licensing requirements include but are not limited to advertising, signage, packaging, odor, security, waste disposal, sanitation, and numerous other requirements that the State takes responsibility for enforcing. In light of the State’s comprehensive licensing procedures, Ordinance #1162 attempts to avoid the adoption, and thus the corresponding costs of inspection and enforcement, of local regulations that merely mirror State regulations.

Further, the commercial marijuana industry in Alaska is constantly changing as the State legislature and Marijuana Control Board (“MCB”) amend and repeal laws in reaction to the needs of the Industry and the interests of State residents and visitors. There are numerous regulations currently pending that could potentially impact a future commercial marijuana industry in Cordova, with at least nine amendments to the regulations proposed this summer alone.

The numerous amendments this last summer alone, exemplifies the need to adopt regulations that are fluid enough to accommodate changes in State law without requiring immediate knowledge/reaction to such laws by City staff. If Council determines it’s in the City’s best interest to invest time, money, and human resources in the adoption, enforcement, and compliance with local regulations.

The Conditional Use Permitting Process for Marijuana Establishments

Ordinance #1162 requires a conditional use permit for marijuana establishments to operate within the City and affords the City Planner discretion in obtaining the information needed for the permit application. The conditional use permit process ensures the City retains flexibility and discretion to deny or conditionally approve marijuana establishments within the City based upon the impact an individual establishment will have within the City and not just compliance with State law.

The conditional use permit process proposed in Ordinance #1162 does impose some additional requirements on applicants but each of these requirements are designed to address specific or unique challenges that have not been addressed by the legislature or MCB. CMC 18.60.080 1 requires applicants to demonstrate to the Planning Commission a land owner's knowledge and consent that his, her or its property will be used as a marijuana establishment. The section also makes a conditional use permit conditional upon state licensing. Where a permit is granted but a state license revoked, the conditional use permit will also be revoked.

Additionally, the Ordinance requires a buffer zone of 1,000 instead of the State mandated 500 feet between a marijuana establishment and an elementary or secondary school. This increased buffer zone is proposed because the federal drug free zones are set at 1000 feet and the City's failure to preserve and enforce the federal "Drug Free Zone" jeopardizes the City's ability to secure federal funding in the future. Many other communities have codified an increased buffer with schools for this reason.

Although there are benefits to the conditional use permitting process, there also may be risks with the discretionary review process necessarily triggered by the conditional uses permit approval process. Consequently, I encourage Council, Planning commission and City Administration to apply the same pragmatic approach to the conditional use permit process regarding a marijuana establishment as any other industry.

III. CONCLUSION

The above is intended only as a general overview of the most substantial changes to Ordinance #1162. I recommend a work session or additional meetings, as needed, to ensure all Council members fully understand the risks and potential benefits associated with local regulation of the marijuana industry.

HCW/HCW

**CITY OF CORDOVA, ALASKA
ORDINANCE 1162**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
REPEALING AND REENACTING CORDOVA MUNICIPAL CODE CHAPTER 8.40
“MARIJUANA REGULATION” REMOVING THE EXPIRED TEMPORARY
PROHIBITION AGAINST MARIJUANA ESTABLISHMENTS WITHIN THE CITY
OF CORDOVA, ADOPTING REGULATIONS FOR SUCH ESTABLISHMENTS,
REPEALING AND REENACTING CORDOVA MUNICIPAL CODE CHAPTER 18.60
“CONDITIONAL USE PERMITS” TO INCLUDE COMMERCIAL MARIJUANA
FACILITIES AS A CONDITIONAL USE WITHIN THE CITY AND CLARIFYING
THE CONDITIONAL USE PROCESS APPLICABLE TO SUCH FACILITIES**

WHEREAS, on November 4, 2014, the voters of the State of Alaska approved Ballot Measure 2, which provided for the general legalization of marijuana and adopted a new chapter in the Alaska Statutes, which has been codified at Alaska Statute 17.38; and

WHEREAS, on February 24, 2015, Ballot Measure 2 was implemented, and the Marijuana Control Board finalized marijuana industry regulations on November 20, 2015, regulating the cultivation, manufacture, distribution, and sale of marijuana; and

WHEREAS, Alaska Statutes Chapter 17.38, “The Regulation of Marijuana,” states that businesses engaged in the cultivation, manufacturing, sale or testing of marijuana or in the processing of marijuana-infused products shall apply for a license subject to its terms and conditions and any rules promulgated pursuant thereto; and

WHEREAS, the State of Alaska marijuana establishment license application process required under AS 17.38 and 3 AAC 306.060 subjects approval of all applications to review by the city in which the applicant’s establishment is located; and

WHEREAS, it is in the City of Cordova’s best interest to authorize the Cordova City Council to review marijuana establishment state license applications for establishments located within the City; and

WHEREAS, it is also in the City of Cordova’s best interest to adopt regulations regarding the use of property within the City of Cordova (“City”) to cultivate, manufacture or sell marijuana and to require owners of marijuana establishments operating within the City to obtain a conditional use permit for such operations.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Cordova, Alaska that:

Section 1. Cordova Municipal Code Chapter 8.40, entitled “Marijuana Regulation,” is repealed and reenacted to read as follows:

Chapter 8.40 Marijuana Regulation

Sections:

8.40.010 Scope.

8.40.015 Intent.

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [added language **bold and underlined**, ~~deleted language stricken through.~~]

8.40.020	Definitions.
8.40.025	Local regulatory authority established.
8.40.030	Local regulatory authority review process.
8.40.035	Certain manufacturing processes prohibited.
8.40.040	State marijuana establishment license required.
8.40.045	Costs.
8.40.050	Violation-Penalty.

8.04.010-Scope.

A. This chapter applies to the operation of all marijuana cultivation, manufacturing, retail, and testing facilities within the boundaries of the City.

B. This chapter in no way protects marijuana facilities from enforcement of federal law or sanctions conduct or operations prohibited by law. All persons engaged in the marijuana industry within the City operate at their own risk and have no legal recourse against the City in the event that City laws are preempted, negated or otherwise found unenforceable based upon federal or state law prohibiting the sale, distribution, consumption or possession of marijuana.

8.40.015-Intent.

A. This chapter is intended to ensure that local and state regulations are imposed that prevent the following within the boundaries of the City:

1. The distribution of marijuana to minors;
2. Revenue from the sale of marijuana from going to criminal enterprises, gangs, and cartels;
3. The diversion of marijuana from states where it is legal under State law in some form to other states where it is unlawful;
4. State-authorized marijuana activity from being used as a cover or pretext for the trafficking of other illegal drugs or other illegal activity;
5. Violence and the use of firearms in the cultivation and distribution of marijuana;
6. Drugged driving and the exacerbation of other adverse public health consequences associated with marijuana use;
7. The growing of marijuana on public lands and the attendant public safety and environmental dangers posed by marijuana production on public land; and
8. Marijuana possession or use on federal property.

8.40.020 - Definitions.

For purposes of this chapter and throughout the Code in reference to marijuana establishments:

“Local regulatory authority” means the City Council of the City of Cordova.

"Manufacture" means the preparation, compounding, conversion, or processing of marijuana, hashish, or hash oil, either directly or indirectly by extraction from substances of natural origin, independently by means of chemical synthesis, or by a combination of extraction and chemical

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [added language **bold and underlined**, ~~deleted language stricken through.~~]

synthesis, and includes any packaging or repackaging of the marijuana, hashish, or hash oil, or labeling or relabeling of its container. It includes the organizing or supervising of the manufacturing process. It does not include the legally authorized planting, growing, cultivating, or harvesting of a plant.

"Marijuana" means all parts of the plant of the genus cannabis whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or its resin, including marijuana concentrate; "marijuana" does not include fiber produced from the stalks, oil, or cake made from the seeds of the plant, sterilized seed of the plant which is incapable of germination, or the weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other products.

"Marijuana concentrate" means any product which, through manufacture, contains tetrahydrocannabinol (THC). Common names and types of product include "shatter", butane or CO2 hash oil, "ring pots", butter, hash, hashish, keif, oil, or wax.

"Marijuana cultivation facility" means an entity registered to cultivate, prepare, and package marijuana and to sell marijuana to retail marijuana stores, to marijuana product manufacturing facilities, and to other marijuana cultivation facilities, but not to consumers.

"Marijuana establishment" means a marijuana cultivation facility, a marijuana testing facility, a marijuana product manufacturing facility, or a retail marijuana store.

"Marijuana establishment license application" means an application filed with the State of Alaska by a marijuana establishment for a license, renewal of a license or the transfer of a license.

"Marijuana product manufacturing facility" means an entity registered to purchase marijuana; manufacture, prepare, and package marijuana products; and sell marijuana and marijuana products to other marijuana product manufacturing facilities and to retail marijuana stores, but not to consumers.

"Marijuana products" means concentrated marijuana products and marijuana products that are comprised of marijuana and other ingredients and are intended for use or consumption, such as, but not limited to, edible products, ointments, and tinctures.

"Marijuana testing facility" means an entity registered to analyze and certify the safety and potency of marijuana.

"Retail marijuana store" means an entity registered to purchase marijuana from marijuana cultivation facilities, to purchase marijuana and marijuana products from marijuana product manufacturing facilities, and to sell marijuana and marijuana products to consumers.

8.40.025- Local regulatory authority established.

The City Council is designated as the "local regulatory authority" as that term is used in Alaska Statutes Chapter 17.38, for any implementing legislation or rule-making, and this Chapter.

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [added language **bold and underlined**, deleted language ~~stricken through~~.]

8.04.030-Local regulatory authority review process.

The City Council may protest the issuance, renewal or transfer of a marijuana establishment license as provided in state law. The City Council shall recommend denial of a marijuana establishment license application for issuance, renewal or transfer if the marijuana establishment, its owners or its operators are not in compliance with this Code.

- A. The City Council shall review marijuana establishment license applications for issuance, renewal or transfer no later than 45 days after the City receives such applications from the State of Alaska.
- B. The City Clerk shall notify an applicant of the City's receipt of his, her or its application and the date, time, and location of the meeting at which City Council will consider the application no less than ten days before that meeting.
- C. The applicant shall be given ten minutes to address the Council regarding the application at the meeting. Other members of the public shall be given three minutes to address the application. The review process shall be an informal hearing and shall not be subject to the court rules of evidence or procedure. The review process shall be conducted in public but deliberations by the City Council under this section need not be public.
- D. Council shall provide its reasons for protesting a marijuana establishment license application to the State and the applicant in writing.
- E. City Council's decision regarding whether or not to protest a marijuana establishment license application shall be final and is not subject to appeal.

8.40.035 - Certain manufacturing processes prohibited.

It shall be unlawful for any person to manufacture a marijuana concentrate, hashish, or hash oil by use of solvents containing compressed flammable gases or through use of a solvent-based extraction method using a substance other than vegetable glycerin, unless the person is validly licensed and permitted in accordance with State of Alaska law and operations of marijuana establishments or not otherwise prohibited by this chapter.

8.40.040 –State of Alaska marijuana establishment license and conditional use permit required.

- A. No person may operate a marijuana establishment within the City without a valid license issued by the State of Alaska and a valid conditional use permit issued under this Code.
- B. Upon denial or revocation of a marijuana establishment license issued by the State of Alaska, any conditional use permit issued for that marijuana establishment shall be immediately voided and any use permitted under such permit revoked.

8.40.045 - Costs.

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [added language **bold and underlined**, ~~deleted language stricken through.~~]

The cost of all permits, studies and investigation required under this chapter shall be borne by the applicant.

8.40.050- Violation—Penalty.

A violation of this chapter is an offense punishable by a fine not exceeding one thousand dollars, plus any surcharge required to be imposed by AS 12.55.039.

Section 2. Cordova Municipal Code Section 18.60.010 entitled “Uses permitted by planning and zoning commission approval” is repealed and reenacted to read as follows:

18.60 – Conditional Use Permits

18.60.010 – Purpose.

It is recognized that there are some uses and associated structures which may be compatible with designated principal uses in specific zoning districts provided certain conditions are met. The conditional use permit procedure is intended to allow flexibility in the consideration of the proposed use on surrounding property if the proposed use is in harmony with the various elements or objectives of the comprehensive city plan and the zoning district. The conditional use permit process provides the opportunity to apply conditions of controls and safeguards to ensure that the proposed use will be compatible with the surroundings.

18.60.020 - Applications.

Applications for a conditional use permit shall be filed with the city planner.

A. The application shall include but is not limited to the following:

1. Name and address of the applicant;
2. If applicant is not the owner of the subject lot, the owner’s signed authorization granting applicant the authority to (a) apply for the conditional use permit and (b) bind the owner to the terms of the conditional use permit, if granted;
3. A legal description of the property involved;
4. A narrative description of the proposed use;
5. A proposed time frame for the new use and/or the period of construction;
6. Dimensioned plot plans showing the location of all existing and proposed buildings or alterations, and their existing and proposed uses;
7. The nonrefundable fee as established by city council resolution;
8. Narrative evidence that the application meets all of the review criteria in Section 18.60.020B. Evidence shall be sufficient to enable meaningful review of the application;
9. Any additional information required by the Municipal Code; and
10. Any additional information the city planner may require to determine whether the application satisfies the criteria for issuance of a permit.

Repealed and re-enacted sections are shown in their entirety.
Amended sections are [added language **bold and underlined**, deleted language stricken through.]

- B. Prior to granting a conditional use permit, the planning and zoning commission must determine that the proposed use meets all of the following review criteria:
1. The use is consistent with the purpose of this chapter and is compatible with the zoning district and the comprehensive plan;
 2. The use will not permanently or substantially injure the lawful use of neighboring properties;
 3. Public services and facilities are adequate to serve the proposed use;
 4. The proposed use will not have a permanent negative impact on pedestrian and vehicular traffic circulation and safety substantially greater than that anticipated from permitted development; and
 5. The proposed use will not adversely affect to the public's safety, health, or general welfare.
- C. The planning and zoning commission shall hold a public hearing upon each properly submitted application. Such hearing shall be held not less than ten days nor later than thirty days following the date of filing of such application and the applicant shall be notified of the date of such hearing.
- D. The commission shall cause to be sent to each owner of property within a distance of three hundred feet of the exterior boundary of the lot or parcel of land described in such application notice of the time and place of hearing and a description of the property involved. For the purposes of this section, "property owner" means that owner shown upon the latest tax assessment roll.
- E. The commission shall cause to be made by its own members, or its authorized agent, an investigation of facts bearing on any application sufficient to assure that the action taken is consistent with the intent and purpose of this section.
- F. The planning and zoning commission shall hear and consider evidence and facts from any person at any public hearing or written communication from any person relative to the matter. The right of any person to present evidence shall not be denied for the reason that any such person was not required to be informed of such public hearing.
- G. Within thirty days from the conclusion of the public hearing, the planning and zoning commission shall render its decision unless such time limit be extended by common consent and agreement signed by both applicant and the commission. If, in the opinion of the commission, the necessary facts and conditions set forth in this chapter apply in fact to the property or use referred to, it may grant the conditional use permit. If, however, such facts and conditions do not prevail nor apply the commission shall deny the application.
- H. The commission, in granting approval, may establish conditions under which a lot or parcel of land may be used or a building constructed or altered; make requirements as to architecture, height of building or structure open spaces or parking areas; require conditions of operation of any enterprise; or may make any other condition, requirements or safeguards that it may

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [**added language bold and underlined**, ~~deleted language stricken through.~~]

consider necessary to prevent damage or prejudice to adjacent properties or detriment to the city. When necessary, the commission may require guarantees in such form as deemed proper under the circumstances to ensure that the conditions designed will be complied with.

- I. The decision of the planning and zoning commission, either for the granting with or without conditions, or the denial of an application, shall become final and effective ten days following such decision.
- J. Any aggrieved person or party may appeal the planning and zoning commission decision following the protocol in 18.64.030.
- K. Any application approved by the planning and zoning commission shall be conditional upon the privilege granted being utilized within six months after the effective date of approval.
- L. Construction work must commence within the stated period and must be diligently prosecuted to completion, otherwise the approval is automatically voided.
- M. In the case of construction, the planning and zoning commission may extend the time of construction if satisfactory evidence of planning and/or construction progress is presented.
- N. A conditional use permit shall automatically expire if for any reason the conditioned use ceases for a period of 24 months or longer
- O. A permittee who disputes the administrative official's determination that the conditioned use has not been timely initiated or has ceased for a period of 24 months or longer may appeal the official's determination under 18.64.040.
- P. A conditional use permit is not transferable from one (1) parcel of land to another. Conditional use permits may be transferred from one (1) owner to another for the same use, but if there is a change in use on the property, a new permit must be obtained.

18.60.030 – Conditional uses.

The city planning and zoning commission may grant the following uses by conditional use permit in any district unless otherwise specified. Uses not listed may be permitted in any district subject to the requirements of this chapter and if the proposed use is in harmony with the various elements or objectives of the comprehensive city plan and the zoning district.

- A. Airports;
- B. Animal hospitals or boarding establishments and veterinary practices;
- C. Cemeteries;

Repealed and re-enacted sections are shown in their entirety.
Amended sections are [added language **bold and underlined**, ~~deleted language stricken through.~~]

- D. Concrete or cement products manufacture;
- E. Crematories if located within a cemetery containing at least five acres;
- F. Establishments or enterprises involving large assemblages of people or automobiles, including amusement parks, circuses, fairgrounds, open—air theaters, recreational centers and hospitals and sanitariums;
- G. Gas manufacture and storage; provided, that all manufacturing operations shall be subject to the approval of the building official;
- H. Government enterprise (federal, state or local);
- I. Commercial greenhouses or tree nurseries;
- J. Natural resources, development and extraction of, together with necessary buildings, apparatus or appurtenances incident thereto, including petroleum exploration and development;
- K. Off-street parking areas;
- L. Marijuana establishments subject to the regulations and limitations in this code and state law;
- M. Private clubs;
- N. Public libraries, cultural centers, museums, art galleries, research and education not operated for profit;
- O. Public or private child care facilities, public or nonprofit elementary and high schools, and institutions for higher education;
- P. Public utility or public service facilities, subject, in the case of a telecommunication tower, to the standards in Section 18.60.070;
- Q. Radio or television transmitters and Satellite dishes;
- R. Hotel and motels

18.60.040 – Conditional use for group housing developments.

In the case of a dwelling group consisting of two or more buildings, the contemplated arrangements of which makes it impracticable to apply the requirements of this title to the individual building units in the group, a permit for the construction of such dwelling group may be issued only if the plans of such dwelling group comply with the following conditions:

Repealed and re-enacted sections are shown in their entirety.
Amended sections are [added language **bold and underlined**, ~~deleted language stricken through.~~]

- A. That the proposed dwelling group will constitute a residential environment of sustained desirability and stability; that it will be in harmony with the character of the surrounding neighborhood, and it will result in intensity of land utilization no higher, and standard of open space at least as high, as permitted or specified in this chapter in the district in which the proposed dwelling group is to be located,
- B. That the tract of land on which the dwelling group is to be erected comprises at least seventy-five thousand square feet,
- C. That the buildings are to be used only for residential purposes and the customary accessory uses, such as garages, storage spaces and recreational and community activities,
- D. That the average lot area per dwelling unit on the site, exclusive of the area occupied by street, will not be less than the lot area required for each dwelling unit in the district in which the dwelling group is to be located,
- E. That there are provided, as part of the proposed development, adequate recreation areas to serve the needs of the anticipated population,
- F. That off-street parking is provided on the basis of one parking space for each dwelling unit within the development,
- G. That the development will not produce a volume of traffic in excess of the capacity, for which the access streets are designed,
- H. That property adjacent to the proposed dwelling group will not be adversely affected,
- I. That such dwelling group not be located in an industrial district,
- J. That the proposed group housing development will be consistent with the intent and purpose of this title to promote public health, safety and general welfare;
- K. That snow storage areas will be provided.

18.60.050 – Conditional use for townhouse and zero lot line developments.

In the case of townhouse and zero lot line developments where one structure will contain two or more dwelling units, and the contemplated arrangement of the overall project makes the strict interpretation of this title impractical, the planning and zoning commission may, after a public hearing, permit such development provided the following guidelines are followed:

- A. That the proposed dwelling group will constitute a residential environment of sustained desirability and stability, that it will be in harmony with the character of the surrounding neighborhood, and it will result in an intensity of land utilization no higher, and standard of

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [**added language bold and underlined**, ~~deleted language stricken through.~~]

open space at least as high, as permitted or specified in this chapter in the district in which the proposed dwelling is to be located,

- B. That the tract of land on which the dwelling group is to be erected comprises a minimum of sixteen hundred square feet per dwelling unit for each dwelling unit within the proposed development,
- C. That the buildings are to be used only for residential purposes and the customary accessory uses, such as garages, storage spaces and recreational and community activities,
- D. That these are provided, as part of the proposed development, adequate recreation areas to serve the needs of the anticipated population,
- E. That off-street parking be provided on the basis of two parking spaces for each dwelling unit within the development. This requirement may be fulfilled by either two parking spaces adjacent to the dwelling unit or a parking area adequate to accommodate the total development parking requirement at a location conveniently located to all the dwelling units within the development,
- F. That the developer furnish the planning and zoning commission with two copies of the homeowners agreement which will cover such areas as property maintenance, dwelling unit maintenance and upkeep, etc. Only copy will be forwarded to the city attorney for his review and comments,
- G. That the development will not produce a volume of traffic in excess of the capacity for which the access streets were designed,
- H. That the property adjacent to the proposed dwelling group will not be adversely affected,
- I. That such dwelling group shall only be located on a district which permits residential use,
- J. That the proposed town house development will be consistent with the intent and purpose of this title to promote public health, safety and general welfare

18.60.060 – Conditional use for mobile homes or travel trailers.

The planning and zoning commission may grant a conditional use permit to allow mobile homes or travel trailers to be placed outside of planned mobile home parks in any zone district for up to twelve months to allow the lot owner temporary living quarters while building a residence. The temporary living quarters must be removed from the lot or vacated upon expiration of the conditional use permit.

18.60.070 - Conditional use for telecommunication tower.

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [**added language bold and underlined**, ~~deleted language stricken through.~~]

- A. The planning and zoning commission may grant a conditional use permit for a telecommunication tower in any zoning district subject to the conditions in this section.
- B. In addition to the requirements 18.60.020 the application for a conditional use permit for a telecommunication tower shall include the following information:
1. A written narrative explaining why the proposed site has been chosen, why the telecommunication tower is necessary, why the requested height was chosen, and a full explanation regarding the telecommunication tower's ability to accommodate other providers; and
 2. Specifications for the telecommunication tower and all antennas to be located on it, including a description of design characteristics and material;
 3. A site plan drawn to scale showing property boundaries, telecommunication tower location, telecommunication tower height, guy wires and anchors and existing structures and land uses on the site and on adjacent property;
 4. A map showing the locations of the applicant's existing telecommunication towers that serve customers in the city and of all telecommunication towers that the applicant proposes to construct to serve customers in the city;
 5. A report prepared by a person registered as a structural engineer in Alaska showing the capacity by type and number of the telecommunication tower and antennas, and that the telecommunication tower and antennas are designed to withstand winds in accordance with the latest revision of ASI/EIA/TIA/222 standards ("Structural standards for steel communications antenna towers and communications antenna supporting structures");
 6. Identification of the person or persons who own the telecommunication tower and the equipment that is to be located on it;
 7. Written authorization for the application from the owner of the site;
 8. Evidence that the applicant has a valid FCC license for the use of the telecommunication tower;
 9. A line of sight analysis showing the potential visual and aesthetic impacts of the telecommunication tower on adjacent residential districts through the use of photo simulations of the telecommunication tower, including all antennas, structures, and equipment, using the vantage points and number of photo simulations requested by the planning department;
 10. A written agreement, on a form approved by the city attorney, to remove the telecommunication tower and restore the site to its original condition within one hundred eighty days after the telecommunication tower is substantially unused for a period of twelve consecutive months, and providing that if the telecommunication tower is not removed within this one hundred eighty-day period, the city may remove the telecommunication tower at the cost of the owner;
 11. A cell phone coverage map showing the applicant's proposed cell phone coverage within the city;
 12. A certificate from an engineer licensed in Alaska that the telecommunication tower, and all antennas and other equipment located on it, are built and installed to approved

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [added language **bold and underlined**, ~~deleted language stricken through.~~]

specifications and will contain only equipment meeting Federal Communications Commission requirements;

13. Any additional information required by the planning department during the application process.
- C. In addition to the requirements 18.60.020 the planning and zoning commission may approve an application under this section, with or without conditions, if the application meets the following criteria:
1. Location and Visual Impact. The proposed location of the telecommunication tower will minimize the visual impact on the surrounding area while allowing the telecommunication tower to function in accordance with minimum standards imposed by the applicable telecommunications regulations and the applicant's technical design requirements. Telecommunication towers and attached antennas and equipment must be painted or coated in a color that blends with the surrounding environment. Muted colors, earth tones, and subdued hues, such as gray, shall be used. All associated structures such as equipment buildings, including the roofs, shall be painted with earth tone colors unless otherwise required under this code or other applicable law. Where necessary to make a telecommunication tower compatible with the historical, environmental or cultural character of its location, the planning and zoning commission may require that the telecommunication tower be disguised, hidden or screened, or integrated as an architectural feature of a structure, to reduce its visual impact.
 2. Inability to Collocate. It is not feasible to locate the applicant's telecommunication antenna and other equipment on any existing structure or tower under the control of the applicant.
 3. Location in a Residential Zoning District. An applicant seeking to locate a telecommunication tower in a residential zoning district must show that the area cannot be adequately served by a telecommunication tower located in a nonresidential zoning district for valid technical reasons.
 4. Location on Public Property or Other Private Property. If the applicant proposes to acquire a site on private property for the telecommunication tower, the applicant must show that no available publicly owned site or available privately owned site occupied by a compatible use is suitable under applicable communications regulations and the applicant's technical design requirements.
 5. Design for Future Use. A new telecommunication tower shall be designed to allow collocation of telecommunication antennas equal in number to the applicant's present and reasonably foreseeable future requirements.
 6. Safety Code Met. The telecommunication tower meets all applicable laws and code requirements, including without limitation health, nuisance, noise, fire, building and safety code requirements.
 7. Distance from Existing Telecommunication Towers. A telecommunications tower shall not be approved if it is located within one-half mile (two thousand six hundred forty feet) of an existing telecommunication tower, unless the applicant certifies that the existing

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [added language **bold and underlined**, ~~deleted language stricken through.~~]

telecommunication tower does not meet the applicant's structural specifications and technical design requirements, or that a collocation agreement could not be obtained.

8. Zoning Requirements. With the exception of requirements for setback and height, which are established in this section, the telecommunication tower must comply with all applicable zoning laws and regulations, including, without limitation, all laws governing land development, visibility, fencing, screening, landscaping, parking, access, lot size, exterior illumination, and sign, storage.
 9. Setback. In all zoning districts, a telecommunication tower must be located no less than a distance equal to the tower height from all lot lines.
 10. Signs. No signs may be located on a telecommunication tower except for identification signage.
 11. Lighting. No lighting may be located on a telecommunication tower except as reasonably required for safety purposes or as required by the Federal Communications Commission, Federal Aviation Administration or other government agency with jurisdiction.
 12. Fencing. A fence with a minimum height of eight feet must be placed on the perimeter of the site of a telecommunications tower site to limit access by the public.
 13. Height. The height of a telecommunications tower may not exceed the maximum tower height specified in the conditional use permit or in this section.
- D. No decision regulating the placement, construction or modification of a telecommunication tower may be made on the basis of environmental or health effects of radio frequency emission if the antennas and other equipment on the telecommunication tower comply with Federal Communications Commission regulations.

18.60.080 – Conditional use for marijuana establishments.

- A. In addition to other applicable requirements, an applicant for a marijuana establishment conditional use permit shall submit an application to the planning and zoning commission that contains the following:
1. A copy of the lease for the property upon which the marijuana establishment will be located and a notarized written statement from the land owner stating that he, she or it has knowledge of and consent for the use of the property as a marijuana establishment.
 2. Any additional information the city planner may require to determine whether the application satisfies the criteria for issuance of a permit.
 3. Verification from city clerk and finance department that no monies are owed the city by the applicant or the land owner if not the applicant.
- B. A buffer zone of 1,000 feet shall be required between any marijuana establishment and building primarily being used as a public or private elementary or secondary education facility.
- C. A buffer zone of 500 feet shall be required between any marijuana establishment and:
- a. a recreation or youth center
 - b. a building in which religious services are regularly conducted
 - c. a correctional facility

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [**added language bold and underlined**, ~~deleted language stricken through.~~]

- d. a hospital
- e. parks and playgrounds
- f. a public building (for the purpose of this section a public building shall be defined as a publicly owned building with regular operating hours that is open to the public)

- D. This section does not void an existing marijuana establishment conditional use permit if the conditional use permit was issued prior to the requirements in 18.60.080 B and C
- E. Upon denial, expiration or revocation of a marijuana establishment license issued by the State of Alaska, any conditional use permit issued for that marijuana establishment shall be immediately voided and any use permitted under such permit revoked.
- F. Notwithstanding any other requirement to the contrary, a conditional use application approved by the planning and zoning commission under this section is conditional upon the applicant using the property as a marijuana establishment within six months after the effective date of the applicant's State Marijuana Establishment License.
- G. The buffer distance specified in this subsection shall be measured by a radius of 1000 foot from the public entrance of the building in which the marijuana establishment premises would be located to
 - 1. the outer boundaries of the school ground
 - 2. the outer boundaries of the recreation or youth center
 - 3. the outer boundaries parks and playground
 - 4. the main public entrance of the building in which religious services are regularly conducted
 - 5. the main public entrance of the hospital
 - 6. the main public entrance public buildings
 - 7. the main public entrance of the correctional facility

18.60.090 – Conditional use for junkyards.

In addition to other applicable requirements, a junkyard conditional use is subject to the following:

- A. An applicant for a junkyard conditional use shall submit a site development plan to the planning and zoning commission containing the information required by the city planner. The planning and zoning commission shall review the site development plan, taking into account the following:
 - 1. The nature and development of the surrounding property;
 - 2. The proximity of the proposed junkyard to churches, schools, hospitals, public buildings, recreation areas, or other places of public gathering;
 - 3. The sufficiency in number of other similar business establishments in the city;
 - 4. The adequacy of fences and other types of enclosures proposed to prevent the unsightly display of the salvage yard;
 - 5. The health, safety, and general welfare of the public; and
 - 6. The suitability of the applicant to establish, maintain or operate such a business.

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [added language **bold and underlined**, ~~deleted language stricken through.~~]

- B. A conditional use permit for a junkyard shall require that the junkyard be screened from public view with a privacy fence not less than seven nor more than ten feet in height. Slats in the fence shall be spaced no greater than two inches apart.

Section 3. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading: December 20, 2017

1st reading after amendment: January 3, 2018

2nd reading and public hearing: February 7, 2018

PASSED AND APPROVED THIS 7th DAY OF FEBRUARY, 2018.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

Repealed and re-enacted sections are shown in their entirety.

Amended sections are [added language **bold and underlined**, ~~deleted language stricken through.~~]

City of Cordova Memo

DATE: January 30, 2018
TO: Mayor and City Council, public
SUBJECT: Ordinances 1163 & 1164, overturning ordinances 1159 and 1156 respectively

Ordinances 1163 and 1164 are before council tonight at the request of 2 council members during the pending agenda portion of the January 17, 2018 regular meeting. The 'whereas' paragraphs at the beginning of the ordinances explain a little bit of the history.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1163**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING CORDOVA MUNICIPAL CODE SECTION 5.40.030(C), CMC 5.40.030(D) AND
CMC 5.40.030(AB) CONCERNING SALES TAX EXEMPTIONS, TO DECREASE THE CAP
ON A SINGLE PURCHASE TRANSACTION SALE OR SERVICE FROM \$7,500 TO \$3,000**

WHEREAS, the City of Cordova (“City”) was facing financial challenges and budgeting concerns during preparation of the 2018 budget; and

WHEREAS, it was in the City’s best interest to generate revenue to support the valuable services the City provides its citizens, residents, and visitors; and

WHEREAS, raising the cap on a single purchase transaction sale or service from \$3,000 to \$7,500 was in the City’s best interest as it provided the City additional revenues to meet the needs of its population and visitors; and

WHEREAS, City Council adopted Ordinance 1159 on November 1, 2017 which made the aforementioned sales tax cap exemption change from \$3,000 to \$7,500; and

WHEREAS, at this time, two City Council members have asked for this ordinance reversing the previous action of the City Council and revert back to a sales tax cap exemption amount of \$3,000 per single purchase transaction sale or service.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Cordova, Alaska that:

Section 1. Cordova Municipal Code 5.40.030 is amended to read as follows:

5.40.030- Exemptions.

The following sales and services are exempt transactions and are not subject to taxation by the city:

- A. Proceeds from casual, occasional or isolated sales which are easily identified as the sale of personal goods or property at such private functions as moving, garage, yard, food and bake sales, sale of private vehicles when the seller is not a dealer in used vehicles, or services such as babysitting or house-sitting. A city license is not required under this subsection A;
- B. Sales of insurance and bonds of guaranty and fidelity;
- C. Fees for sales and services in excess of **three** ~~seven~~ thousand ~~five hundred~~ dollars per single purchase transaction. This exemption does not apply to accumulative purchases and billed as a lump sum in excess of **three** ~~seven~~ thousand ~~five hundred~~ dollars except as provided in subsection (D) relating to sales of construction materials and services. In the event of an oil spill that requires mobilization of the oil spill response vessels, this exemption is automatically suspended for ninety days on all fees for sales and services commencing on the day of the oil spill;
- D. Sales of construction materials and services exceeding **three** ~~seven~~ thousand ~~five hundred~~ dollars for use in each construction project paid for by any one purchaser during any

twelve consecutive month period; provided, that the purchaser has obtained a building permit from the city prior to the start of the project and all receipts for construction materials and services clearly show the building permit number. Construction materials are those items becoming a permanent part of the structure. Purchaser may pay all sales tax on such materials and services and may apply for a refund as set out in [Section 5.40.042] or may pre-pay applicable city sales tax in advance and receive an exemption card;

- E. Gross receipts or proceeds derived from servicing, freezing, storing, handling or wharfing of fisheries commodities awaiting shipment or in the process of being shipped;
- F. Gross receipts or proceeds derived from sales or services which the municipality is prohibited from taxing under the laws of the state, or under the laws and the Constitution of the United States, including but not limited to:
 - 1. Sales by the U.S. Postal Service,
 - 2. Sales of any items purchased with food coupons, food stamps or other type of certificate issued under 7 U.S.C. Sections 2011-2025 (Food Stamp Act),
 - 3. Purchases made under the authority of or made with any type of certificate issued pursuant to 42 U.S.C. Sections 1771-1789 (Child Nutrition Act of 1966),
 - 4. Interstate sales,
 - 5. Air transportation including that portion of any chartered fishing or hunting expedition which covers the cost of air transportation,
 - 6. Gross receipts or proceeds derived from sales to the United States, state, city or any political department thereof;
- G. Gross receipts or proceeds from the transportation (including freight and shipping charges), loading, unloading or storing of cargo from marine vessels or aircraft in foreign, interstate or intrastate commerce;
- H. Services of a person licensed or certified by the state of Alaska as a doctor of medicine and surgery, a doctor of osteopathy and surgery, a doctor of veterinary medicine, a chiropractor, a dentist, a naturopath, an optometrist, an audiologist, a hospital, an occupational therapist, a physical therapist, a massage therapist or a licensed or practical nurse; provided, that the service is within the scope of the state license or certificate;
- I. Services of a person licensed or certified by the state of Alaska as a psychologist or psychological associate, a clinical social worker, an alcohol and drug counselor, or a marital and family therapist;
- J. Fees for supplies, equipment and services provided by a hospital, medical clinic or dental clinic for patient treatment including laboratory and x-ray services;
- K. Gross receipts or proceeds of the retail sale of prescription drugs;
- L. Sale of cemetery plots, caskets, funeral and burial related items and the services by a funeral home;
- M. Commissions received by travel agencies for their services that are not set by and billed by the travel agencies. Service charges set by and billed by the travel agencies are not exempt from taxation under this chapter;
- N. Dues or fees to clubs, labor unions or fraternal organizations;
- O. Fees and charges for extracurricular activities or events promoted or undertaken by educational or student organizations;
- P. Sales by any student organization, parent/teacher organization or booster club recognized by the school or educational organization in which it operates, which proceeds are utilized to further the purposes for which the organization was formed;

- Q. Sales and services by schools or other educational organizations made in the course of their regular functions and activities, which proceeds are utilized to further the purposes for which such organization was formed;
- R. Sales of food at educational and hospital cafeterias and lunchrooms which are operated primarily for staff and/or students, and which are not operated for the purpose of sale to the general public for profit;
- S. Sales, services and rentals by or to religious organizations which have obtained a 501(c)(3) or 501(c)(4) exemption certificate from the Internal Revenue Service and which are made in the normal conduct of religious activity; provided, the income from the exempt transaction is also exempt from federal income taxation;
- T. Sales, services and rentals by or to scouting, 4H or similar youth organizations which have obtained a 501(c)(3) or 501(c)(4) exemption certificate from the Internal Revenue Service and which are made in the normal conduct of activity; provided, the income from the exempt transaction is also exempt from federal income taxation;
- U. Sales, services and rentals by or to benevolent or civic organizations which have obtained a 501(c)(3) or 501(c)(4) exemption certificate from the Internal Revenue Service and which are made in the normal conduct of activity; provided, the income from the exempt transaction is also exempt from federal income taxation and the income is donated to a charity. Such organizations shall pay the sales taxes at the time of purchase and shall apply to the city for a refund as provided in Section 5.40.040;
- V. Proceeds from contract services provided by a state-licensed child care contractor;
- W. Proceeds from contract services provided by a person for the purpose of taking temporary care of minors for another person;
- X. Proceeds from products sold as wholesale sales to businesses designated by the state of Alaska as wholesalers. These include the sales of goods, wares, or merchandise to a retail dealer, manufacturer, or contractor, for resale within the city as is or incorporated into a product or commodity to be sold by the dealer, manufacturer or contractor within the city, if the subsequent sale is subject to the city sales tax. In this connection a retailer must stock that merchandise for resale, display the same to the public and hold himself out as regularly engaged in the business of selling such products;
- Y. Proceeds from products sold for resale:
1. Sales of goods, wares or merchandise to a retail dealer, manufacturer or contractor, for resale within the city as is or incorporated into a product or commodity to be sold by the dealer, manufacturer or contractor within the city, if the subsequent sale is subject to the city sales tax. The product must be an item that is sold as part of the reseller's primary business and must be of such nature that it can be purchased by the general public in a transaction that is not dependent upon the purchase of another product or service,
 2. Goods, wares or merchandise that can be purchased only as part of a package purchase of services, such as a bed-and-breakfast or a fishing or hunting charter and not by the general public as separate and individual items are not exempt under this chapter,
 3. Food products that are purchased for resale must be purchased and sold as is or prepared in a kitchen that is DEC-certified in order to qualify for sales tax exemption. Proof of certification must be available upon request;
- Z. Proceeds from services for resale: Services that are provided by a subcontractor to a contractor for a third party is considered services for resale and is exempt from taxation;
- AA. Sales of real property. Rentals of real property are not exempt from taxation by the city.

- AB. Commissions or fees in excess of three ~~seven~~ thousand ~~five hundred~~ dollars earned by brokers or agents in real estate sales transactions.
- AC. Home heating oil purchased for use in a dwelling, as defined in [Section 18.08.190], for use at that location conditioned on the following:
1. That no more than fifty percent of the floorspace of the building(s) considered as dwellings be used as nonresidential use, including business activities.
 2. That the dwelling be operated in compliance with all other regulations and laws.
 3. If a fuel tank is used to supply more than one structure or area then no more than fifty percent of the floorspace and area supplied shall be ~~nondwelling~~ and nonresidential including business activities.

Section 2. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, and published within ten (10) days after its passage.

1st reading: February 7, 2018
2nd reading and public hearing:

PASSED AND APPROVED THIS xx DAY OF xxxxxxxx, 2018.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

**CITY OF CORDOVA, ALASKA
ORDINANCE 1164**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
REPEALING CORDOVA MUNICIPAL CODE CHAPTER 5.39, “MOTOR FUEL EXCISE
TAX”**

WHEREAS, the City of Cordova (“City”) was facing financial challenges and budgeting concerns during preparation of the 2018 budget; and

WHEREAS, it was in the City’s best interest to generate revenue to support the valuable services the City provides its citizens, residents, and visitors; and

WHEREAS, the implementation of a motor fuel tax was in the City’s best interest as it provided the City additional revenues to meet the needs of its population and visitors; and

WHEREAS, City Council adopted Ordinance 1156 on November 1, 2017 which adopted a motor fuel excise tax of 4 cents per gallon into Cordova City Code; and

WHEREAS, at this time, two Council members have asked for this ordinance reversing the previous action of Council by repealing Cordova Municipal Code chapter 5.39 motor fuel excise tax.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Cordova, Alaska that:

Section 1. Cordova City Code Chapter 5.39, Motor fuel excise tax, is repealed.

Chapter 5.39 Motor Fuel Excise Tax

Sections:

~~5.39.010 Levy of tax~~

~~5.39.020 Payment by consumer and collection by distributor~~

~~5.39.030 Returns Filing required Remittance of tax~~

~~5.39.040 Definitions~~

~~5.39.010 Levy of tax.~~

~~A. An excise tax is levied on all motor fuel dispensed into vehicles and watercraft from any fueling facility within the City other than a fueling facility located on property for which the City receives rent calculated based on the number of gallons of fuel sold from the fueling facility.~~

~~B. The tax is \$0.04 per gallon.~~

~~5.39.020 Payment by consumer and collection by distributor.~~

~~A. The fuel distributor shall be responsible for collecting the tax from the consumer. If the distributor has reasonable cause to believe that fuel sold is ultimately destined to be dispensed subject to this excise tax, the distributor shall require the customer to pay the tax at the time of the sale or cause the customer to sign a statement that the fuel is either: (1) not going to be dispensed into a vehicle or watercraft within the City or (2) will be dispensed into a watercraft from the floating fuel dock located in the Cordova small boat harbor. Except as otherwise provided in this chapter, the fuel distributor shall be jointly and~~

~~severally liable with the consumer to the City for all taxes the distributor is required to collect, whether or not collected by the distributor.~~

~~B. It shall be a misdemeanor to falsely sign or cause to sign, such a statement or to do so with false intent. The maximum fine shall be \$500.00.~~

~~C. All excise taxes collected or which should have been collected pursuant to this chapter are City moneys for which the fuel distributor is liable and at all times accountable to the City. All such City moneys shall be held by the fuel distributor in trust for the City in an account that is separate from other moneys of the fuel distributor.~~

~~5.39.030 Returns—Filing required—Remittance of tax.~~

~~A. Every fuel distributor shall file an excise tax return, on forms furnished by the City on a monthly basis.~~

~~B. The completed return, together with remittance in full for the amount of tax due, must be transmitted to the City no later than the first business day following the last day of the month following the end of each reporting period (i.e., March's reporting period is due the first business day of May).~~

~~5.39.040 Definitions.~~

~~For the purpose of this chapter when not clearly indicated by the context, the following words and phrases have the following meanings:~~

~~“Consumer” means and includes each person who purchases motor fuel for which the tax under this chapter has not previously been paid.~~

~~“Motor fuel” means fuel used in and on vehicles and watercraft for any purpose, or in a stationary engine, machine, or mechanical contrivance that is run by an internal combustion motor; “motor fuel” does not include:~~

- ~~1. Fuel consigned to foreign countries;~~
- ~~2. Fuel used in stationary power plants operating as public utility plants and generating electrical energy for sale to the general public;~~
- ~~3. Fuel used by nonprofit power associations or corporations for generating electric energy for resale;~~
- ~~4. Fuel used by charitable institutions;~~
- ~~5. Fuel sold or transferred between qualified dealers;~~
- ~~6. Fuel sold to Federal, state, and local government agencies for official use;~~
- ~~7. Fuel used in stationary power plants that generate electrical energy for private residential consumption;~~
- ~~8. Fuel used to heat private or commercial buildings or facilities;~~

~~9. Fuel used in stationary power plants of 100 kilowatts or less that generate electrical power for commercial enterprises not for resale; or~~

~~10. Residual fuel oil used in and on watercraft if the residual fuel oil is sold or transferred in the state or consumed by a user; for purposes of this subparagraph, "residual fuel oil" means the heavy refined hydrocarbon known as number 6 fuel oil that is the residue from crude oil after refined petroleum products have been extracted by the refining process and that may be consumed or used only when sufficient heat is provided to the oil to reduce its viscosity rated by kinetic unit and to give it fluid properties sufficient for pumping and combustion.~~

~~"Vehicle" means a vehicle of a type that is subject to registration under AS 28.10.011, without regard to the exceptions in that statute.~~

~~"Watercraft" means and includes vessels, ships or crafts of all types including but not limited to motor ships, tugs, barges, sailing vessels, and motor boats.~~

Section 2. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading: February 7, 2018

2nd reading and public hearing:

PASSED AND APPROVED THIS xx DAY OF xxxxxxxx, 2018.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM # 23

City Council Meeting Date: 2/7/18

CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff

DATE: 1/31/18

ITEM: Make Lot 3, Block 5, North Fill Development Park 'Available'

NEXT STEP: Make Lot 3, Block 5, North Fill Development Park 'Available' by Motion

☐ INFORMATION
☒ MOTION

☐ RESOLUTION
☐ ORDINANCE

I. REQUEST OR ISSUE:

In the 2018 Land Disposal Maps, Lot 3, Block 5, North Fill Development Park (see Location Map) is currently shown as 'Not Available.' Rob Brown DBA Saddle Point Machine L.L.C. has submitted a letter of interest on the property. Once the property is made 'Available' by City Council, the disposal process can begin.

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggest the following motion:

"I move to make Lot 3, Block 5, North Fill Development Park 'Available' in the 2018 Land Disposal Maps"

III. FISCAL IMPACTS:

Potential development of property to increase tax base.

IV. BACKGROUND INFORMATION:

1/10/18 – At the Planning Commission Regular Meeting, the commission recommended to City Council to make this lot 'Available.' Below is a summary of their discussion:

On the North Fill Development Park map, **Pegau** said he was torn about the lot that **Brown** submitted a letter of interest for. He acknowledged that there was so little land for the city to use, but he wanted to see more marine businesses in the area. **Baenen** said he would like it to be

‘Available’ as the lot’s current usage is in competition with private enterprise. **Bird** wondered what the Harbor Commission thought about it. **Holter** said that if there were concerns from the Harbor Commission, they should look into it. There was concurrence from the commission to change the designation from ‘Not Available’ to ‘Available.’

1/24/18 – At the City Council Regular Meeting, the council made the lot ‘Not Available’ on the Land Disposal Maps and referred the agenda item for the disposal of the lot back to staff and harbor commission. The council stated that if they wanted to move forward with the letter of interest at a later meeting, they would be able to change the designation of the lot to ‘Available.’

1/31/18 – At the Harbor Commission Special Meeting, the commission passed Resolution 01-18-01 stating that the lot should remain not available. (attached).

Map designations on the 2018 Land Disposal Maps:

Available – Available to purchase, lease, or lease with an option to purchase. Any of these lots may have conditions or special criteria that must be met.

Not Available – These parcels include substandard lots, snow dumps, property with improvements/buildings on them, or other lots used or occupied by the city. The city manager will accept letters of interest from an interested party who requests the property designation be changed to ‘Available,’ however the existing city use of the property will be examined and carefully weighed against the letter of interest.

Tidelands – All requests to purchase tidelands will be reviewed by the Planning Commission as they are received. The Planning Commission will make a recommendation on disposing of the tidelands to City Council.

Leased – These are lots currently leased to a business or government entity by the City and are not available during the lease term. There are leases that are short term and renew every two years and others are long term leases with substantial improvements on the property. At the end of the lease term the property becomes available for disposal.

V. LEGAL ISSUES:

No legal review required.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

N/A

Location Map





AGENDA ITEM # 24
City Council Meeting Date: 2/7/18
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff
DATE: 1/31/18
ITEM: Disposal of Lot 3, Block 5, North Fill Development Park
NEXT STEP: Direction to City Manager on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION

☐ RESOLUTION
☐ ORDINANCE

I. REQUEST OR ISSUE:

Requested Actions: Direction to City Manager on Disposal and Disposal Method
Applicant: Robert Brown DBA Saddle Point Machine L.L.C.
Legal Description: Lot 3, Block 5, North Fill Development Park
Area: 16,862 square feet
Zoning: Waterfront Industrial
Attachments: Location Map
Letter of Interest
1/16/18 Letter from Rob Brown to City Council
Drawings submitted by Rob Brown

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggest the following motion:

“I move to dispose of Lot 3, Block 5, North Fill Development Park as outlined in Cordova Municipal Code 5.22.060 B by *”

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with Robert Brown DBA Saddle Point Machine L.L.C. to lease or purchase the property.
2. Inviting sealed bids to lease or purchase the property.
3. Offering the property for lease or purchase at public auction.
4. Requesting sealed proposals to lease or purchase the property.

III. FISCAL IMPACTS:

The Harbor Department earns \$13,800 annually on this lot by renting space for trailer and boat storage.

Robert's proposed building would generate approximately \$9,000 in property tax revenue annually. The business is estimated to generate up to \$15,000 in sales tax revenue annually.

In addition to the sales and property tax revenue, the city would also get the purchase price or rent of the property, currently assessed at \$84,300. Robert also intends to have two employees and is estimating a large amount of revenue from Aquaharmonics Inc.

IV. BACKGROUND INFORMATION:

12/1/17 – A letter of interest was received from Robert Brown DBA Saddle Point Machine L.L.C. See attached.

1/9/18 – At the Planning Commission Regular Meeting, the commission made the lot 'Available' on the Land Disposal Maps and made the following recommendation:

M/Baenen S/Bolin to recommend to City Council to dispose of Lot 3, Block 5, North Fill Development Park as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with Robert Brown DBA Saddle Point Machine L.L.C. to lease or purchase the property.

Brown said that his business was already active and that he serves the fishermen. He thinks the advantages for the boat fleet of having his business there outweigh the loss of boat parking. He is currently limited by only having a garage. **Pegau** verified that the intent was having a marine shop that serves vessels. **Brown** said that he has been working with Aquaharmonics since they started and that he helped them build their prototype. He said there was additional work that would be better suited if he had more workspace. A larger area would also let him work on boat shafts, which are going to be looked at more closely by the Coast Guard in the future.

Upon voice vote, motion passed 6-0.

Yea: McGann, Pegau, Baenen, Bird, Bolin, Holter

Absent: Roemhildt

1/17/18 – At the City Council Regular Meeting, the council changed the lot to 'Not Available' on the 2018 Land Disposal Maps and referred this agenda item back to staff.

This land needs to be 'Available' on the Land Disposal Maps prior to disposal.

Applicable Code:

5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

V. LEGAL ISSUES:

Legal review of disposal documents would be required.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

This lot is currently being used by the Harbor Department as boat/trailer storage and staging.

VII. SUMMARY AND ALTERNATIVES:

The council could choose to not dispose of the property.

ATTACHMENT A



Saddle Point Machine L.L.C.

Robert Brown

P.O. Box 782, Cordova Ak. 99574

Phone 907-429-3944

saddlepointmachine@gmail.com

December 1, 2017

City of Cordova Planning Commission

P.O. Box 1210

Cordova, Alaska 99574

To Whom it May Concern;

Subject: Lot 3 , Block 5 North Fill Development Park Letter of Interest

I am asking that the Commission consider changing the status of Lot 3 , Block 5 North Fill Development Park from not Available to Available for purchase . I am interested in purchasing this lot and constructing a shop building. I have outgrown my current facility. My current location is unsuitable for my future goals for my company. I am currently working with Aquaharmonics, an Oregon based company on the development of an ocean wave energy device that is being funded by a grant from the U.S. Department of Energy. The construction phase of this project begins in approximately 18 months. I also need to expand my facility to be a full service marine machine shop with capabilities to manufacture marine propeller shafting of all sizes. This is a service not currently available in Cordova. This will bring more boats to Cordova's shipyard. By making the prospect of hauling and servicing a vessel in our shipyard more attractive to statewide vessel owners. This lot is a good fit for my company goals, the square footage and location best fit my needs. Building a machine shop on this location will create employment opportunities and fit the original charter for the North Fill Development Park.

Sincerely,

Robert Brown

Owner

Saddle Point Machine L.L.C.

Saddle Point Machine L.L.C.

• P.O. Box 782, Cordova A.K. 99574
Phone 907-429-3944 •
saddlepointmachine@gmail.com •

January 16, 2018

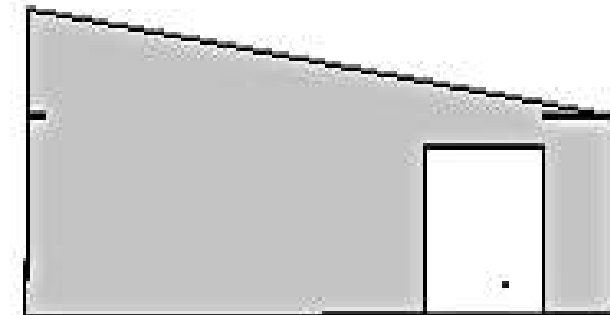
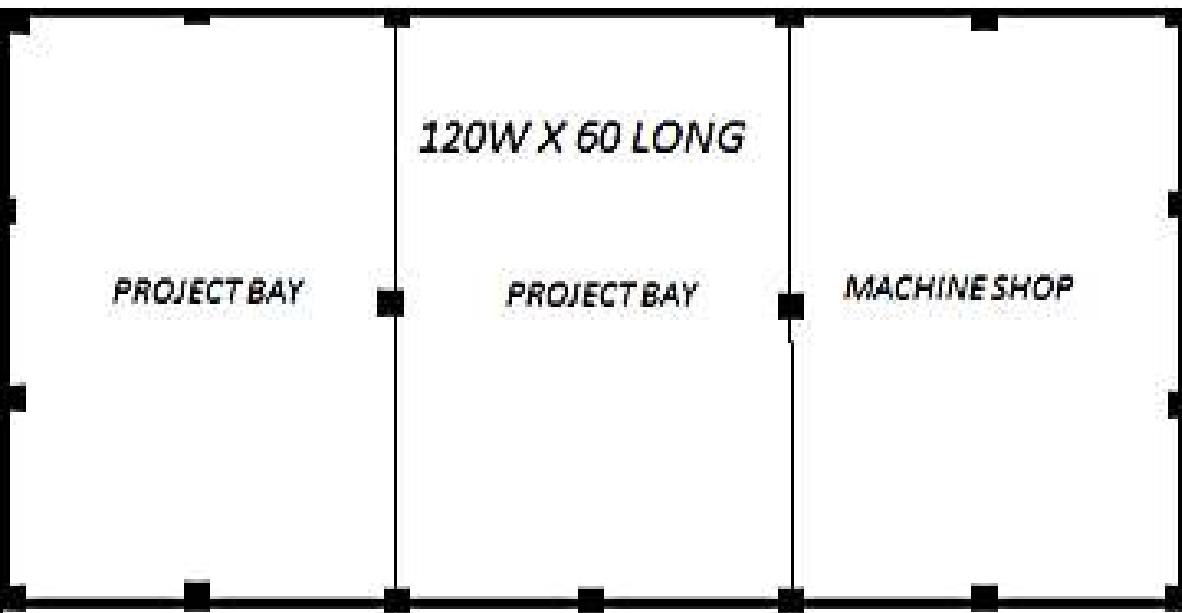
Mayor Koplin, Honorable Council Members;

Subject: Lot 3 , Block 5 North Fill Development Park Letter of Interest

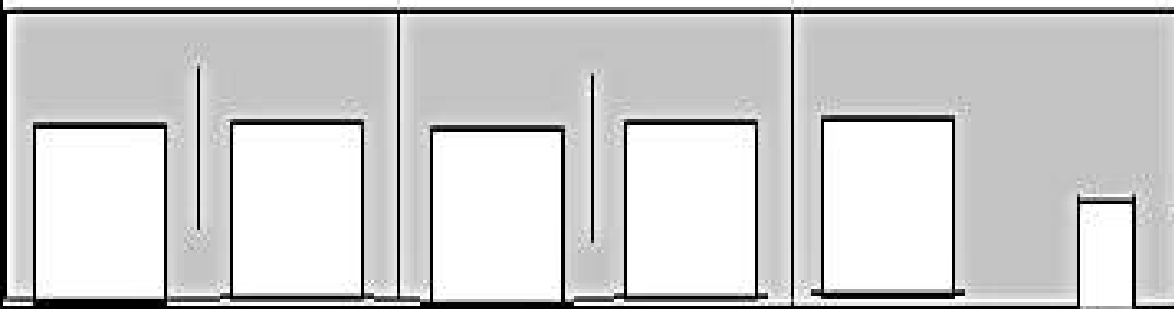
Thank you for considering my request to purchase Lot 3, Block 5 North Fill Development Park. Building a shop on the North Fill for my growing business will help me further assist our Fishing and Construction Industries with their mechanical needs. I have been in business since 2010 Saddle Point Machine is a full service Machine Shop, S.P.M. specializes in the manufacture and repair of commercial fishing vessel equipment including; Propeller shafts, drive couplings, power take offs, composite rudder bearings, custom built shaft seals and hydraulic deck gear. My new facility with room to stock stainless shafting of all sizes and the capability to manufacture propeller shafting will make the prospect of hauling and servicing a large vessel in Cordova's shipyard more attractive to statewide vessel owners. S.P.M. provides support for the areas commercial and governmental heavy equipment fleet. In the last 7 years I have reconditioned and made parts for about 75% of the commercially used heavy equipment in Cordova. I believe the benefits to our fishing fleet of having a machine shop on this location far outweigh the current use as long term boat storage. I have helped many fisherman make an opener they would have otherwise missed by solving their mechanical problems. I would appreciate your support so I can continue to help our community.

Sincerely,

Robert Brown
Owner
Saddle Point Machine L.L.C.



NORTH WALL



WEST WALL

SADDLE POINT MACHINE 907-429-3944

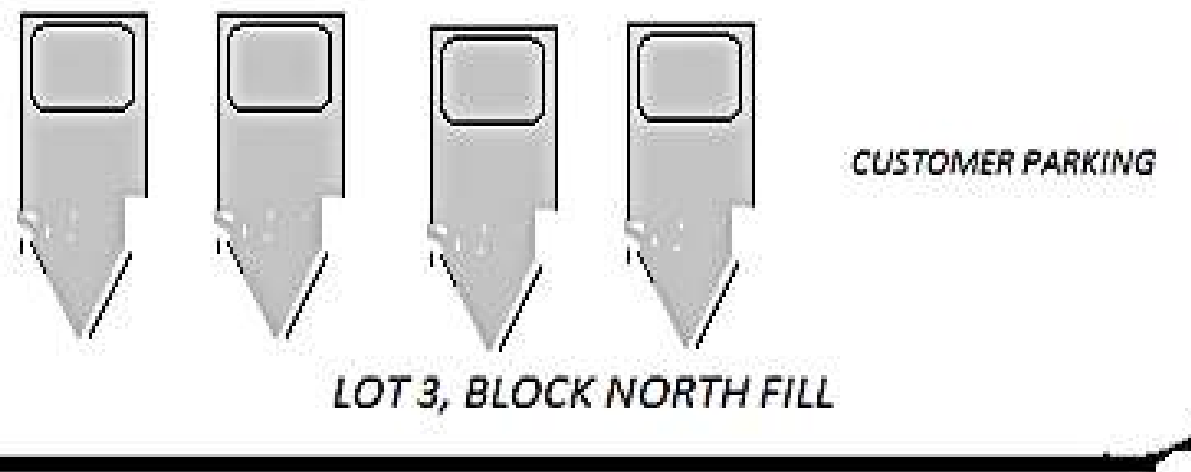
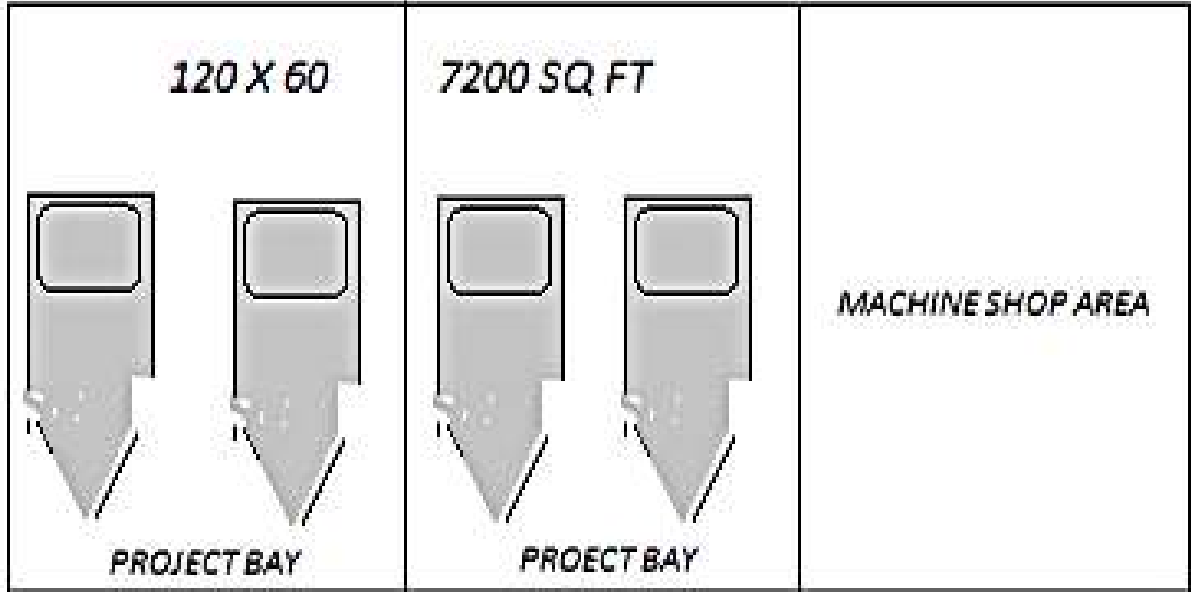
PO BOX 782

CORDOVA AK 99574

BUILDING CONCEPT DWG 1

LOT 3, BLOCK 5

NORTH FILL DEVELOPMENT PARK



COAST GUARD LANE

JIM POOR AVE

SADDLE POINT MACHINE 907-429-3944

PO BOX 782

CORDOVA AK 99574

BUILDING CONCEPT DWG 2

LOT 3, BLOCK 5

NORTH FILL DEVELOPMENT PARK



AGENDA ITEM # 25

City Council Meeting Date: 2/7/18

CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff

DATE: 1/31/2018

ITEM: Extension of Performance Deed of Trust Lot 6, Block 2,
South Fill Development Park

NEXT STEP: Direction to City Manager

☐ INFORMATION
☒ MOTION

☐ RESOLUTION
☐ ORDINANCE

I. REQUEST OR ISSUE:

Requested Actions: Direction on the current Performance Deed of Trust

Applicant: Thai Vu and Camtu Ho

Legal Description: Lot 6, Block 2, South Fill Development Park

Area: 12,943 square feet

Zoning: Waterfront Commercial Park District

Attachments: Location Map
Letter requesting extension of performance deed of trust

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggests the following motion:

“I move to extend the substantial completion date of the Performance Deed of Trust to May 1st, 2019, for Thai Vu and Camtu Ho on Lot 6, Block 2 South Fill Development Park.”

III. FISCAL IMPACTS:

Potential fiscal impacts could be new jobs, additional sales tax, and additional property taxes.

IV. BACKGROUND INFORMATION:

02/25/13 – The Performance Deed of Trust for Lot 6, block 2 South Fill development park was signed by the City and Thai Vu and Camtu Ho. Substantial completion of a hotel and restaurant was to be

completed by February 25, 2018.

10/8/2013 - At the planning commission regular meeting a site plan was approved to build an addition on to existing building on Lot 7 for an 1800 square foot process and 750 square foot loading dock. A driveway easement of ten feet on both sides of the lot was included in the drawing. The condition was not included in the motion and no easement has been recorded.

Thai and Camtu have asked for an extension of the performance deed of trust and have asked to modify the original proposed development. City council needs to decide if they are willing to ***extend the performance deed of trust*** or if they want to start the foreclosure process. Extending the performance deed of trust will in spirit approve the change of use from hotel and restaurant to fish processing facility. City Council will not take action regarding the conditional use permit or square footage of the fish processing area. Later in the process, City Council will take action on approval of the site development plan.

If the performance deed of trust is extended, the development plans included in the letter will have to meet zoning requirements, including but not limited to, a conditional use permit for additional square footage dedicated to fish processing and a site plan, both of which are reviewed and approved ***by the planning commission***. The outcome of the conditional use permit and the zoning requirements will determine the final square footage and development plan.

The decision of the planning commission for the conditional use permit may be appealed to the board of adjustment (City Council) within 10 days of the planning commission meeting. City Council reviews and approves site plan reviews.

V. LEGAL ISSUES:

The foreclosure process would involve legal assistance.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

Waterfront commercial park district has use and size restrictions for fish processing plants, which is why a conditional use permit approved by the Planning Commission would be required.

VII. SUMMARY AND ALTERNATIVES:

Council needs to determine whether or not it is in the City's best interest to extend the performance deed of trust or start the foreclosure process.

ATTACHMENT A





January 26, 2018

City of Cordova
P.O. Box
Cordova, AK 99574

Att: City of Cordova City Council
RE: New Fish Processing Facility

Dear Councilmen,

We received the attached letter dated Nov. 1, 2017, from the Planning Department concerning our South Fill Lot No. 6, and have a major concern.

Several years ago we purchased South Fill Lot No. 7 to build a Market and Restaurant. We opened the Camtu Market first, and before we could get the restaurant operational, we were so swamped with customers in our market that we expanded the market into the entire building. The special facility requirements for a restaurant were installed in the Lot 7 Market, but never used. After completing our market, South Fill Lot 6, the lot next door come up for sale. We applied to purchase the property for a restaurant and hotel, so Camtu's mother and father, who ran a restaurant and hotel in Vietnam, would have year-round work in Cordova.

Shortly after purchasing Lot 6, Prime Select notified us they would no longer process our fish. To save our fish business, we made an application to the Planning Department for a new building attached to the Market on Lot 7, to do our fish processing. This new building encroached on the fire easement of lot 6, and we applied for and received City approval for an extended easement between Lot 7 and Lot 6. It was our belief this new building attachment that provided jobs for over 40 full time local employees satisfied our deed restrictions for the Lot 6 purchase, since there was an encroachment which would prevent building the proposed 60'X90' building on Lot 6. We started receiving separate utility bills from the City, (see attached). One was for the original Camtu Market and the other for the new attached fish processing, which we believed this was for the two separate lots. We are now very concerned with the current deed restriction notice affecting our total investment and future expansion plans.

Our original plan for a restaurant and hotel were obviously a pipe dream. Since that time, Ambrosia, Killer Whale, and the planned jetty fill Salty Steer have closed because of lack of community support and business. It does not seem reasonable to build a business that is destined to fail, however, we feel our current fish processing attached expansion building should satisfy our deed requirements on Lot 6.

Our ultimate goal is to acquire a minimum of 300 feet of water front property, so we can build a new \$2 to \$5 million complete state of the art fish processing facility. We have spent the past

few years searching for a water front location in Cordova, and no workable sites exist. We understand the City is considering expanding the harbor and this could establish additional water front properties. We wish our names placed on the waiting list as potential buyers of these new water front parcels. In the meantime, we must expand our interim fish process facility and request the City Council's approval to proceed in one of two options.

If the City Council does not feel our current fish processing business, (which hires over 40 full time and 25 part time local Cordova resident employees, has improved the demand for Copper River Salmon and increased prices by 15-20% to Cordova fishermen and is one of the largest H&G supplier in Cordova providing increased fish tax for the City), does not satisfy the Lot 6 deed restrictions, we are prepared to present a couple alternate proposals.

First option A, confirm our belief that our second expansion into our current fish processing satisfy the Lot 6 deed restriction, so we can continue our development plans unrestricted. This would allow us to expand our market and our fish processing facility per the attached drawing of a new 10,000sqft facility Exhibit A, which we will start this summer and finish before the 2019 fishing season.

Or option B, our preferred proposal, allow us to build a new 10,000sqft. building Exhibit B, which will allow us to double our fish processing over the next two years. This plan has some problems, first the zoning in the South Fill area restriction of 2,000sqft of fish processing per lot, (with Exhibit A, we would be allowed 4,000sqft of fish processing) but under Exhibit B, we will be required to join Lots 6 & 7, so we will have only one lot and be restricted to 2,000sqft. We would like your approval for a Conditional Use Permit so we can exceed the 2,000sqft requirement. We could live with 4,000sqft, but 8,000sqft total would meet our long term requirements for future fish processing. Our desire is to have the City wave the 2,000sqft restriction so we can build this desired building at a cost of more than one million dollars.

We request that City Council approve our preferred option (plan B), with the condition that we build the 10,000sqft building before the 2019 fishing season. Also, find our past expansion satisfied the deed restriction on Lot 6, and allow us to have 4,000 to 6,000 sqft fish processing facility on the combined Lot 6 & 7, until we can realize our ultimate goal to build the new fish processing facility on the proposed new harbor fill project.

Thank you for your time and consideration in allowing us to make Cordova great again.

Sincerely,

A handwritten signature in blue ink, appearing to read "Camtu and Thai", written over a horizontal line.

Camtu and Thai

INVOICE

ACCOUNT NO.	SERVICE ADDRESS	BILL DATE	DUE DATE	PAY THIS AMOUNT
2374.01	129 Harbor Loop Rd-Processing Plant	9/30/2017	10/25/2017	\$5712.91

BILLING SUMMARY

Prior Period Balance	2004.18
Payments	2004.18-
Adjustments	0.00
Water	43.24
Water Metered Usage	5283.01
Sewer	58.57
Tax	323.09
Late Fee	5.00

AUTO PAID

\$5712.91

MESSAGE AREA

Want to hear the latest news from YOUR city administration? Sign up for the E-News. A weekly note that arrives in your inbox every Monday morning with announcements, news and meeting updates. Go to <http://www.cityofcordova.net/government/sign-up-for-e-news-delivery>

Make checks payable to: CITY OF CORDOVA (Please Include account number on check)
 To Pay by mail, send check and return bottom stub portion of bill to: CITY OF CORDOVA • P.O. BOX 1730 • CORDOVA, AK 99574
 To Pay in person, bring entire bill and payment to: UTILITY SERVICES OFFICE / CITY HALL • 601 FIRST STREET • CORDOVA, AK
 After business hours, payments may be made in the drop box located in the lower level parking lot of the Cordova Center.
 For information regarding this bill, call: 907-424-6212.



CITY OF CORDOVA

P.O. Box 1730 • Cordova, AK 99574 • Phone (907) 424-6212 • www.cityofcordova.net
 Utility Services Office/City Hall Hours: 8:00 a.m. - 5:00 p.m Monday thru Friday

- KEEP THIS TOP PORTION FOR YOUR RECORDS -

AIS (12/11)

Please Detach and Return with Your Payment to Ensure Proper Credit



CITY OF CORDOVA
 PO BOX 1730
 CORDOVA AK 99574-1730

Make checks payable to: **CITY OF CORDOVA**
 (Include account number on check)

ADDRESSEE



ALASKA WILD SEAFOODS LLC
 PO BOX 1502
 CORDOVA AK 99574-1502

2-74-1

SERVICE ADDRESS

129 Harbor Loop Rd-Processing Plant

ACCOUNT NUMBER	BILL DATE	AMOUNT DUE
2374.01	9/30/2017	\$5712.91
	DUE DATE	AMOUNT ENCLOSED
	10/25/2017	\$ AUTO PAID
	Delinquent on the 26th of each month.	

REMIT TO



CITY OF CORDOVA
 PO BOX 1730
 CORDOVA AK 99574-1730

City of Cordova

601 First Street / PO Box 1210
Cordova, AK 99574

907-424-6200

Business hours are Monday - Friday 8:00am - 5:00pm



[Remove Account](#)

Have your bill paid automatically each month with Xpress Bill Pay's hassle-free Auto Pay feature.

Billing Address

CAMTU
PO BOX 1502
CORDOVA, AK 99574

Service Address

CAMTU
129 Harbor Loop Rd
Cordova AK 99574

Account Information

Account Number: 2280.01
Account Type: Utility
Due Date: 11/25/2017
Auto Pay Scheduled: 1/23/2018
Billing Period End: 10/31/2017

Description	Read Date	Prev Reading	Present Reading	Total Usage
WU	10/24/2017	59,880	60,479	5,990

Previous Payment Date
Previous Payment Amount

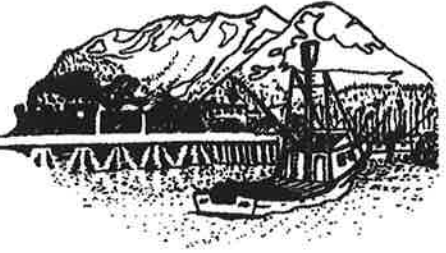
10/23/2017
\$482.40

Total Charges

Water	\$37.40
Water Metered Usage	\$17.86
Sewer	\$107.50
Garbage	\$263.24
Tax	\$25.56
Statement Charges	\$451.56
Payment on 11/23/2017	-\$451.56
Statement Total	\$0.00

The information displayed here is provided by City of Cordova. If there is a discrepancy, please contact City of Cordova. Please note that model bill is only displaying payments made on or after 11/01/2017. Payments made directly to Cordova may or may not be displayed here.

CITY OF CORDOVA



Certified Mail #:7015 1520 0000 8866 5396

November 1, 2017

THAI VU AND CAMTU HO
PO BOX 1502
CORDOVA, AK 99574

RE: Performance Deed of Trust for Lot 6

Thai Vu and Camtu Ho,

The Performance Deed of Trust for your proposal approved by City Council on Lot 6, Block 2, South Fill Development Park requires substantial completion of the two-story 60x90 foot commercial building described in your proposal by February 25, 2018.

If the City Council chooses to, the substantial completion date can be extended. If you would like to extend the Performance Deed of Trust, please provide a revised timeline for completion of the property development to the City Manager no later than February 13, 2018 for the City Council meeting scheduled on February 21.

This letter serves as a reminder of the obligations of the contract.

Feel free to contact either of us if you have any questions.

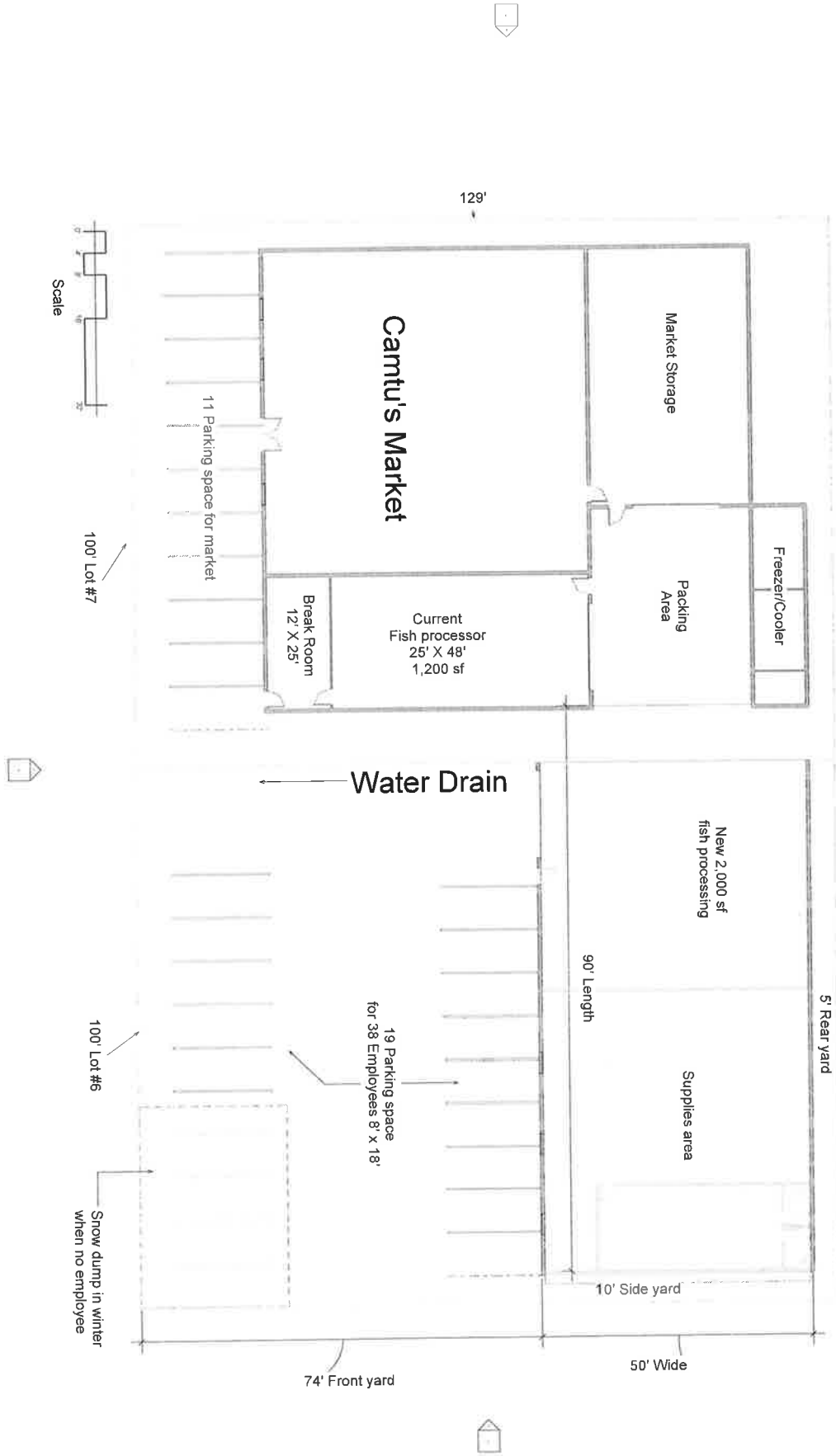
Thank you,

Alan Lanning
City Manager
citymanager@cityofcordova.net

Samantha Greenwood
City Planner
planning@cityofcordova.net

Exhibit "A1"

CAMTU CENTER



HARBOR LOOP ROAD



NORTH

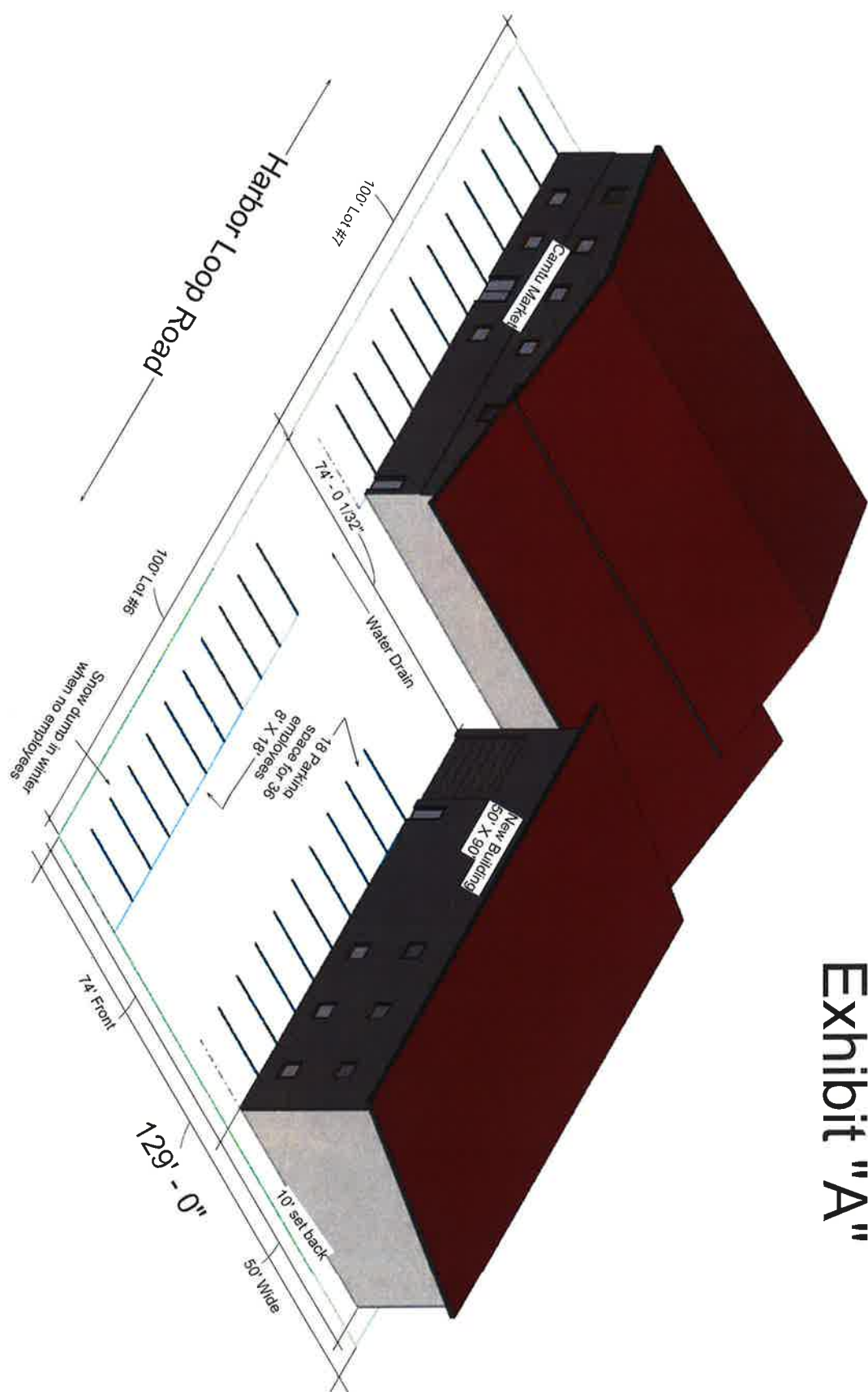
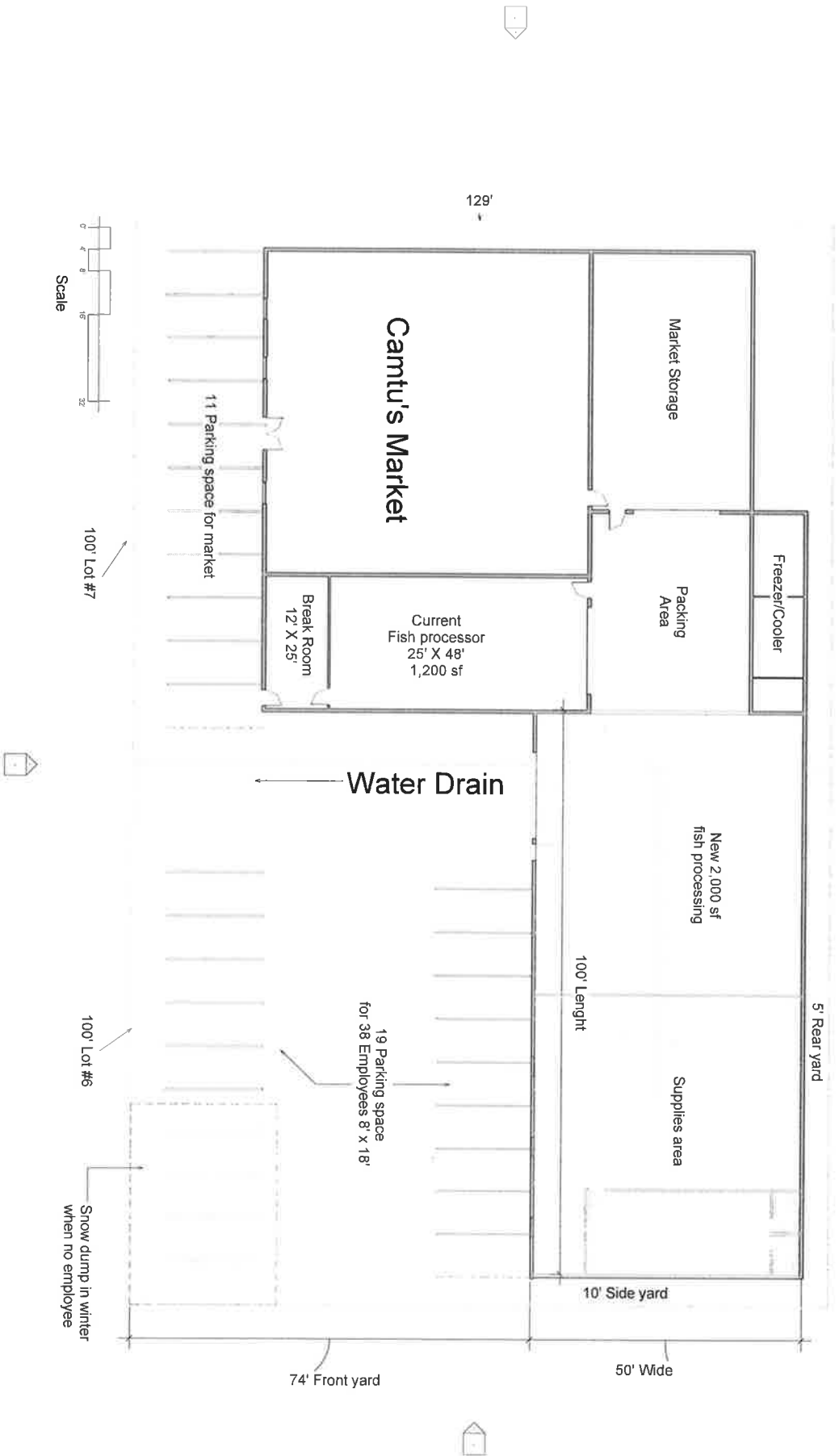


Exhibit "A"

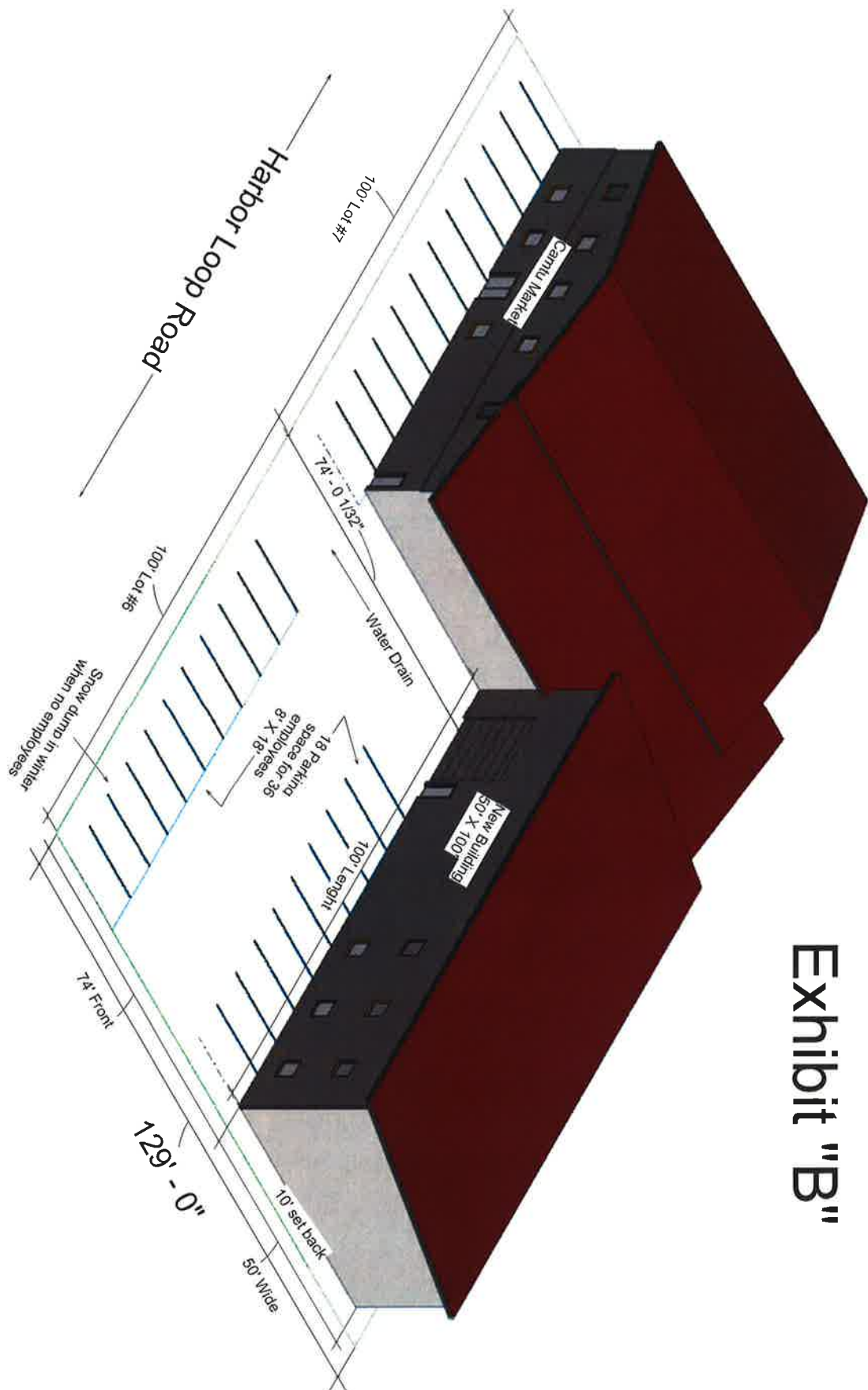
CAMTU CENTER

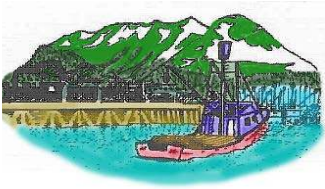


HARBOR LOOP ROAD



Exhibit "B"





City Council of the City of Cordova, Alaska

Pending Agenda February 7, 2018 Regular Council Meeting

A. Future agenda items - when will these be heard before Council?

- 1) Council direction to staff in pursuing Crater Lake Water & Power project from City (water) side
- 2) Code change re Council member service on boards/commissions (ordinance being drafted)
- 3) Land Disposal vs. Land Development policy
- 4) Discussion/action regarding water charges at the Harbor
- 5) Odiak Camper Park and/or other locations for long term rv/trailer space rentals in Cordova
- 6) Waterfront development
- 7) Cordova Center bird mitigation - for 2018

B. Upcoming Meetings, agenda items and/or events:

- 1) Capital Priorities List and Resolution to come before Council quarterly:

3/7/2018 6/6/2018 9/5/2018 12/5/2018

- 2) Staff quarterly reports will be in the following packets:

4/18/2018 7/18/2018 10/17/2018 1/16/2019

- 3) Land Disposal vs. Land Development Work Session - to be scheduled in March

3/7/2018 or 3/21/2018

Clear direction should be given to Clerk/Manager on the what and when of this proposed agenda item.

item:

**suggested
agenda date:**

- 1) ...
- 2) ...
- 3) ...

Mayor Koplin or the City Manager can either agree to such an item and that will automatically place it on an agenda, or a second Council member can concur with the sponsoring Council member.



City Council of the City of Cordova, Alaska

Pending Agenda - February 7, 2018 Regular Council Meeting

D. Membership of existing advisory committees of Council formed by resolution:

- 1) Fisheries Advisory Committee:** 1-Torie Baker, chair (Marine Adv Prgm) 2-Jeremy Botz (ADF&G)
authorizing resolution 04-03-45 3-Tim Joyce (PWSAC) 4-Jim Holley (AML)
approved Apr 16, 2003 5-Chelsea Haisman (fisherman) 6-Tommy Sheridan (processor)
Mayor Koplin is currently contacting existing members and hopes to have new appointments for Council concurrence soon

- 2) Cordova Trails Committee:** 1-Elizabeth Senear 2-Toni Godes
authorizing resolution 11-09-65 3-Dave Zastrow
approved Dec 2, 2009 4-vacant 5-vacant

- 3) Fisheries Development Committee:** 1-Warren Chappell 2-Andy Craig 3-Bobby Linville
authorizing resolution 12-16-43 4-Gus Linville 5-Tommy Sheridan 6-Bob Smith
approved Dec 23, 2016

E. City of Cordova appointed representatives to various Boards et al:

- 1) Prince William Sound Regional Citizens Advisory Council**

Robert Beedle re-appointed March 2016 2 year term
re-appointed March 2014
appointed April 2013

- 2) Prince William Sound Aquaculture Corporation Board of Directors**






Tom Bailer term until Oct 2018 3 year term
appointed February 2017

- 3) Southeast Conference AMHS Reform Project Steering Committee**

Mike Anderson appointed April 2016 until completion of project
Sylvia Lange alternate

FEBRUARY 2018

CALENDAR MONTH	FEBRUARY
CALENDAR YEAR	2018
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
		Iceworm festival Jan 27-Feb 3			Iceworm festival Jan 27-Feb 3	
4 	5	6	7	8	9 CSD Inservice 	
11	12	13	14 VALENTINE'S DAY 	15	16 HS Bball @ Valdez Elks Tourney	17 
18	19 CSD Holiday Presidents' Day-City Hall Offices Closed	20 6:30 P&Z CCAB	21 7:00 Sch Bd HSL 7:00 Harbor Cms CCB 6:00 Council work session 6:45 Council pub hrg 7:00 Council reg mtg CCAB	22	23	24 JH Vball vs. Valdez @ home
25	26	----- absentee voting @ City Hall Feb 20 - Mar 5 M-F 8a-5p -----				
		----- absentee voting @ City Hall Feb 20 - Mar 5 M-F 8a-5p -----				
4	5	6:00 P&R CCM	6:00 CEC Board Meeting 5:30 CTC Board Meeting	6:00 CCMCAB HCR		

Notes

Legend:






CCAB-Cordova Center
Community Rms A&B
HSL-High School Library

CCA-Cordova Center
Community Rm A
CCB-Cordova Center
Community Rm B

CCM-Cordova Center Mayor's
Conference Rm
CCER-Cordova Center
Education Room

MARCH 2018

CALENDAR MONTH	MARCH
CALENDAR YEAR	2018
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	1	2	3
		----- absentee voting @ City Hall Feb 20 - Mar 5 M-F 8a-5p -----				
4	5	6	7	8	9	10
	absentee voting @ City Hall Feb 20 - Mar 5 M-F 8a-5p	Election Day CCA 7am - 8pm 	6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB		CSD end 3Q 	
11	12	13	14	15	16	17
		CSD vacation - March 12 thru 16 - Spring Break				
		6:30 P&Z CCAB	7:00 Sch Bd HSL 7:00 Harbor Cms CCB			
18	19	20	21	22	23	24
			6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB			
25	26	27	28	29	30	31
	 Seward's Day- City Hall Offices Closed			CSD parent-teacher conferences 28, 29, 30		
		6:00 P&R CCM	6:00 CEC Board Meeting 5:30 CTC Board Meeting	6:00 CCMCAB HCR		
1	2	Notes				

Legend:



CCAB-Cordova Center
Community Rms A&B
HSL-High School Library

CCA-Cordova Center
Community Rm A
CCB-Cordova Center
Community Rm B

CCM-Cordova Center Mayor's
Conference Rm
CCER-Cordova Center
Education Room

APRIL 2018

CALENDAR MONTH	APRIL
CALENDAR YEAR	2018
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 	2	3	4 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	5	6	7
8	9	10 6:30 P&Z CCAB	11 7:00 Sch Bd HSL 7:00 Harbor Cms CCB	12	13 CSD Inservice day	14
15	16 7:00 Board of Equalization Meeting	17	18 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	19	20	21
22 	23	24 6:00 P&R CCM	25 5:30 CTC Board Meeting 6:00 CEC Board Meeting	26 6:00 CCMCAB HCR	27	28
29	30	1	2	3	4	5
6	7	Notes				

Legend:
CCAB-Cordova Center
 Community Rms A&B
HSL-High School Library

CCA-Cordova Center
 Community Rm A
CCB-Cordova Center
 Community Rm B

CCM-Cordova Center Mayor's
 Conference Rm
CCER-Cordova Center
 Education Room

City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
Mayor:	Clay Koplin	March 1, 2016	March-19
3 years	Mayor@cityofcordova.net		
Council members:			
Seat A:	James Burton	March 1, 2016	March-19
3 years	CouncilSeatA@cityofcordova.net	March 5, 2013	
Seat B:	Kenneth Jones	March 7, 2017	March-20
3 years	CouncilSeatB@cityofcordova.net		
Seat C:	Jeff Guard	March 7, 2017	March-20
3 years	CouncilSeatC@cityofcordova.net		
Seat D:	Robert Beedle	March 3, 2015	March-18
3 years	CouncilSeatD@cityofcordova.net		
Seat E:	Anne Schaefer <small>elected by cncl</small>	December 6, 2017	March-18
3 years	CouncilSeatE@cityofcordova.net		
Seat F:	David Allison, Vice Mayor	March 1, 2016	March-19
3 years	CouncilSeatF@cityofcordova.net		
Seat G:	James Wiese	March 1, 2016	March-19
3 years	CouncilSeatG@cityofcordova.net		

Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	Barb Jewell, President	March 1, 2016	March-19
	bjewell@cordovasd.org	March 5, 2013	
3 years	Bret Bradford bbradford@cordovasd.org	March 3, 2015	March-18
3 years	Tammy Altermott	March 1, 2016	March-19
	taltermott@cordovasd.org	March 5, 2013	
3 years	Peter Hoepfner	March 3, 2015	March-18
	phoepfner@cordovasd.org	March 6, 2012	
		March 3, 2009	
		March 7, 2006	
3 years	Sheryl Glasen	March 7, 2017	March-20
	sglasen@cordovasd.org	March 4, 2014	
	<i>Vacant (appointed, non-voting)</i>		
	<i>City Council Rep</i>		

seat up for re-election in 2018

board/commission chair

seat up for re-appt in Nov 18

CITY OF CORDOVA, ALASKA – ELECTED OFFICIALS & APPOINTED MEMBERS OF CITY BOARDS and COMMISSIONS

CCMC Authority - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	Kristin Carpenter	March 7, 2017	March-20
3 years	Sally Bennett	March 7, 2017	March-19
3 years	April Horton	March 7, 2017	March-19
3 years	Dorne Hawxhurst	March 7, 2017	March-18
3 years	Amanda Wiese	elected by board November 2, 2017	March-18

LIBRARY BOARD - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Mary Anne Bishop, Chair	November-16 November-13 November-10 November-06	November-19
3 years	Wendy Ranney	November-15 April-13	November-18
3 years	Erica Clark	November-16	November-19
3 years	<i>vacant</i>		November-20
3 years	<i>vacant</i>		November-20

PLANNING AND ZONING COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Nancy Bird	November-16	November-19
3 years	Allen Roemhildt	November-16 January-14	November-19
3 years	Scott Pegau, vice chair	November-17 December-14 December-11	November-20
3 years	John Baenen	November-15 December-12	November-18
3 years	Tom McGann, chair	November-17 December-14 December-11 April-11	November-20
3 years	Chris Bolin	September-17	November-18
3 years	Lee Holter	November-17	November-20

seat up for re-appt in Nov 18

seat up for re-election in 2018

board/commission chair

CITY OF CORDOVA, ALASKA – ELECTED OFFICIALS & APPOINTED MEMBERS OF CITY BOARDS and COMMISSIONS

HARBOR COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Mike Babic	November-17	November-20
3 years	Andy Craig	November-16	November-19
3 years	Max Wiese	November-17	November-20
		January-14	
		March-11	
3 years	Ken Jones	November-16	November-19
		February-13	
3 years	Jacob Betts, Chair	November-15	November-18

PARKS AND RECREATION COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney, Chair	November-15	November-18
		August-14	
3 years	Anne Schaefer	November-17	November-20
3 years	Miriam Dunbar	November-15	November-18
		August-14	
3 years	Stephen Phillips	November-15	November-18
3 years	Marvin VanDenBroek	November-16	November-19
		February-14	
3 years	Karen Hallquist	November-16	November-19
		November-13	
3 years	Dave Zastrow	November-17	November-20
		February-15	
		September-14	

HISTORIC PRESERVATION COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Cathy Sherman	August-16	November-19
3 years	Heather Hall	August-16	November-19
3 years	Brooke Johnson	August-16	November-19
3 years	John Wachtel	August-16	November-18
3 years	Sylvia Lange	August-16	November-18
3 years	Nancy Bird	November-17	November-18
3 years	Jim Casement, Chair	November-17	November-20

seat up for re-election in 2018

board/commission chair

seat up for re-appt in Nov 18