

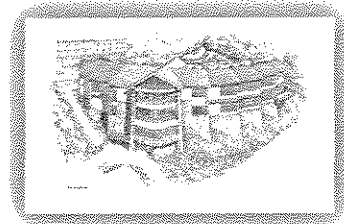
Mayor
James Kallander
Council Members
Keith van den Broek
James Kacsh
David Allison
Bret Bradford
EJ Cheshier
David Reggiani
Robert Beedle

City Manager
Mark Lynch
City Clerk
Susan Bourgeois

Deputy Clerk
Erika Empey
Robyn Kincaid

Student Council
Shyla Krukoff

**REGULAR COUNCIL MEETING
FEBRUARY 16, 2011 @ 7:30 PM
LIBRARY MEETING ROOM**



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 James Kallander, Council members Keith van den Broek, James Kacsh, David Allison, Bret Bradford, EJ Cheshier, David Reggiani and Robert Beedle

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
 - a. Student Council Representative

G. APPROVAL OF CONSENT CALENDAR..... (roll call vote)

4. Record unexcused absence for Council member Keith van den Broek from 02-02-11 meeting
5. Council concurrence of the Mayor's appointment of the 2011..... (page 1)
General Election board members

H. APPROVAL OF MINUTES..... (voice vote)

6. Minutes of 01-19-11 Regular Meeting..... (page 2)
7. Minutes of 02-02-11 Work Session..... (page 9)

I. CONSIDERATION OF BIDS - None

J. REPORTS OF OFFICERS

8. Mayor's Report
9. Manager's Report
10. City Clerk's Report..... (page 11)
11. Staff Reports
 - a. Moe Zamarron, COR, Cordova Center Project (page 12)
 - b. Susie Herschleb, Director of Parks & Recreation, Pool Update..... (page 13)
 - c. John Bitney, Lobbyist, Legislative update..... (page 15)

K. CORRESPONDENCE

12. Letter from Governor Parnell..... (page 17)
13. Letter from Scott Sterling in re PWSRCAC..... (page 18)
14. Letter from Kory & Jeannie Blake in re unrestrained dogs..... (page 20)
15. Letter to Rep Thomas in support of CFRC..... (page 21)

L. ORDINANCES AND RESOLUTIONS

16. Resolution 01-11-02..... (roll call vote)(page 22)
A resolution of the City Council of the City of Cordova, Alaska, adopting service fees, rates and charges for the 2011 calendar budget – 2nd reading
17. Resolution 02-11-09..... (voice vote)(page 31)
A resolution of the City Council of the City of Cordova, Alaska, approving a site plan for Chris Bourgeois for construction of a 2,800 square foot warehouse for storage, repair and maintenance of commercial fishing equipment and gear.
18. Resolution 02-11-10..... (voice vote)(page 43)
A resolution of the City Council of the City of Cordova, Alaska, approving a site plan for the Prince William Sound Science Center for construction of a 7,650 square foot building composed of warehouse, office and educational space.
19. Resolution 02-11-11..... (voice vote)(page 58)
A resolution of the City Council of the City of Cordova, Alaska, designating capital improvement projects.

M. UNFINISHED BUSINESS - None

N. NEW & MISCELLANEOUS BUSINESS

20. Elimination of Harbor Commission discussion and direction to City Manager..... (page 60)
21. Contract approval – WWTP engineering – CH2MHill..... (voice vote)(page 65)
22. Purchase of CCMC Lab Equipment (voice vote)(page 71)
23. Pending Agenda and Calendar..... (page 73)

O. AUDIENCE PARTICIPATION

P. COUNCIL COMMENTS

24. Council Comments

Q. 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 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 disclosures.

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

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: February 10, 2011
TO: Mayor and City Council
CC: File
SUBJECT: Appointment of 2011 Election Board members

Below are the names of the individuals who have been selected to serve on the election board for the 2011 General Election on March 1, 2011.

Recommended motion: Move to concur with the Mayor's appointment of the 2011 General Election board members as follows:

Diana Rubio, as Chairperson
Audrey Burton
Becky Chapek
Ruth Steele
Sue Shellhorn
Barb Webber
Susan Bourgeois
Erika Empey
Robyn Kincaid

Required action: Majority voice vote or approval of the consent calendar.

**CITY COUNCIL REGULAR MEETING
JANUARY 19, 2011 @ 7:30 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kallander called the Council Regular Meeting to order at 7:30 pm on January 19, 2011, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Corrine Erickson led the audience in an Invocation.

Mayor Kallander led the audience in the Pledge of Allegiance.

C. ROLL CALL

Present for roll call were *Mayor James Kallander*, Council members *Keith van den Broek*, *Jim Kacsh*, *David Allison*, *Bret Bradford*, *EJ Cheshier* and *David Reggiani* (present via teleconference). Council Member *Robert Beedle* was absent. Also present were City Manager *Mark Lynch*, City Clerk *Susan Bourgeois*, Deputy City Clerk *Robyn Kincaid* and Student Council representative *Jessica Smyke*.

D. APPROVAL OF REGULAR AGENDA

M/Cheshier S/Bradford to approve the Regular Agenda.

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

E. DISCLOSURES OF CONFLICTS OF INTEREST

Van den Broek stated that item #22 was written by him. *Mayor Kallander* replied that there was no conflict, as they would not be making a motion on the item.

Allison stated that he had a conflict with item #25 as he is employed by Trident Seafoods. *Mayor Kallander* agreed and asked *Allison* to remove himself from the table when Council discusses item #25.

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speakers -None

2. Audience comments regarding agenda items

Susanna Marquette, 000 Crest Cir, spoke in favor of Item #5, the National Scenic Byway Program. She mentioned that the program can only benefit the community and will open up many opportunities. It also has no regulatory restraints, other than no billboards allowed along the route. The route would run from the ferry terminal out to the million-dollar bridge.

3. Chairpersons and Representatives of Boards and Commissions

Jim Nygaard, 601 Alder, updated Council on the school projects. The ILP building update is in the packet. He is looking to put the project Out to bid soon after the March elections. Grand opening of Mt. Eccles Elementary is Tuesday January 25th. The last thing they need to do is install the bleachers. Safe Routes to Schools is in the development stages. They are still working out designs and placements. He is hoping to be able to use the funds left over and the interest earned from the bonds from the Elementary school projects for training and upgrades. There is one opening on the School Board. *Mayor Kallander* commended *Nygaard* for a good job done on the energy programs. *Nygaard* notified Council that a school energy auditor would be coming to do an audit. This will put Cordova in the lead of energy efficient schools in Alaska.

Van den Broek, School board, updated Council that the School Board did vote to opt up in the new AASA classification change. He also mentioned that in food services, *Eva Hager* is retiring and science teacher, *Adam Low*, is resigning at the end of this year. The board voted to increase Pre-school rates from \$90 to \$200 a month to be consistent with other preschools.

Allison, Health Services Board, updated Council that the board signed a collection contract to start collecting the 30, 60, and 90-day invoices. The board has decided to standardize their meeting dates to be the 2nd Wednesday of every month. In their last meeting, they discussed being able to purchase some lab equipment that may be over the \$10K amount allowed by City Code. The Board is looking at possibly leasing the equipment and was not sure if they needed to get Council's approval if a lease total amount was over the \$10K. *Reggiani* stated that he had no problem with the board leasing the equipment if they can afford it within their budget. *Allison* stated that the current equipment is costing more to repair than the cost of a new one. Council concurred that the board can go ahead and acquire the equipment for the hospital as they deemed fit. *Kallander* told *Allison* that the board might look into USDA grants as an additional source for funding for equipment purchases.

Kacsh informed Council that some new things have happened recently regarding a public group he sits on having to do with the USFS; he mentioned that *Theresa Benson* is in the audience, he would like her to give Council the update.

Theresa Benson, Chugach National Forest Service, 13 out of 26 reviewed requests were granted and 8 of those 13 were for Cordova. One project in particular is a Moose Browse Habitat and Permit Project, which is in cooperation with NVE. CRWP received funds for research on an invasive species project. Also, there are 5 different trails on forestry land for maintenance. *Kallander* stated that our Cordova representative did a good job.

Reggiani stated that P&Z reviewed the site plans for AIGCO, it will be on the report for the next council meeting. He also stated that the Public Safety Building Design Committee is having their first meeting January 27th.

a. Student Council Representative

Jessica Smyke reported to Council that the student population has gone down 25% in the last 5 years. They are redoing the scheduling to help make the math scores better. Girl's basketball is going to Ketchikan, Boy's basketball is going to the Dimond Tournament and next weekend is the Cordova tip off. Student Council is planning a thank you for *Eva Hager* as she is retiring. *Smyke* thanked Council for all they have taught her and that the next Council meeting a new representative will be joining them.

G. APPROVAL OF CONSENT CALENDAR

Mayor Kallander stated that the consent calendar was before Council.

Item #5 was called out and became item #23a

4. Resolution 01-11-05

A resolution of the City Council of the City of Cordova, Alaska, directing the City Clerk to prepare and publish a certified copy of the foreclosure list of delinquent real property taxes for the year 2010

~~5. Resolution 01-11-06~~

~~A resolution of the City Council of the City of Cordova, Alaska, supporting the National Scenic Byway Programs to benefit Copper River Highway residents, visitors, and recreationalists~~

6. Waive right to protest renewal of liquor license for the Reluctant Fisherman Inn, #954

Vote on Consent Calendar: 6 yeas, 0 nays, 1 absent (Beedle). van den Broek – yes; Kacsh – yes; Allison – yes; Bradford – yes; Cheshier – yes and Reggiani – yes. Consent Calendar was approved.

H. APPROVAL OF MINUTES

M/Cheshier S/Allison to approve the minutes.

7. Minutes of 12-15-10 Council Public Hearing
8. Minutes of 12-15-10 Council Work Session
9. Minutes of 12-15-10 Regular Council Meeting
10. Minutes of 01-05-11 Council Public Hearing
11. Minutes of 01-05-11 Regular Council Meeting

Vote on motion: 6 yeas, 0 nays, 1 absent (Beedle). Kacsh – yes; Allison – yes; Bradford – yes; Cheshier – yes; Reggiani – yes and van den Broek – yes. Motion was approved.

I. CONSIDERATION OF BIDS - None

J. REPORTS OF OFFICERS

12. Mayor's Report

Mayor Kallander reported that there have been many calls and e-mails between him, **Lynch**, and **John Bitney**; establishing a relationship and relaying the community's priorities for capital projects. Currently the legislature is working on re-districting. This will be a big issue for Cordova and the Council should update themselves on the issues. **Bradford** stated he would like to have a Council work session. **Kallander** stated that he would like to wait until more information is available then set a time for that work session.

13. Manager's Report

Lynch reported that the financial report will be in the next packet as **Ashley** was on vacation. He informed Council that he did sign, again, the final agreement to have the Sound Developer removed but, once again, they are waiting on the Commandant of the Coast Guard for approval. **RJ Kopchak** is at the meeting to make a request to be on the Pending Calendar for a future meeting. AIGCO's sales proposal is still being reviewed by legal. **Lynch** stated that a decision needs to be made regarding the interest on the school bond. **Nygaard** would like to use the funds for equipment for the new building. If that is what Council wants, he will need to draft a Resolution. (The money for the new facility for the school was accidentally left out of the resolution so it will be brought back to Council at the next meeting.) **Lynch** also notified Council that he will be out of town January 25-28 for meetings and will be gone for AML February 7-11. Half a million dollars in HUD money for the Cordova Center came in this week. The raw fish tax was calculated incorrectly and the City received a check for \$293K, for a total of \$729K for 2010.

14. City Clerk's Report - written report in the packet

Bourgeois stated that she is just getting back from vacation and is getting caught up.

15. Staff Reports

a. Moe Zamarron, COR, Cordova Center Project

Zamarron reported that there has not been a lot of activity on site but there has been in the office. They are looking at a 4 to 6 week calendar reduction. The design team is still working out the drawings. January is the time slot for the structural steel. They are currently drafting a new comprehensive construction schedule. Costs are being negotiated for the first group of change orders. A group went down to Juneau to meet with MRV. The good news is that this building is points away from acquiring LEED Platinum Classification status. They may be submitting a bid for phase 2 as early as May. **Kallander** stated that he recommends that the management team makes sure the design is 100% before it begins in order to avoid the issues they had with phase 1. **Lynch** suggested that Council schedule an executive session for the February 2nd regular meeting to discuss change orders.

Quarterly Reports from Staff

- a. Dale Muma, Harbor – 4th Quarter Report
- b. Sam Greenwood, Planning – 4th Quarter Report
- c. Chief Robert Baty, Public Safety Department – 4th Quarter Report
- d. Cathy Sherman, Museum, Library, Info Services, CDV Center – 4th Quarter Report
- e. Buck Adams, UBS, City Investments – report will be on next agenda.
- f. Tom Cohenour, Public Works Department – 4th Quarter Report
- g. Susan Herschleb, Parks and Recreation Department -4th Quarter Report
- h. Oscar Delpino, Fire Department – 4th Quarter Report
- i. Ashley Royal, Finance Department – report will be on the next agenda

K. CORRESPONDENCE

16. Letter to Chairman Torgerson
17. Letter to Secretary LaHood, U.S. DOT
18. Letter to Nancy Bird, PWSSC
19. Letter from Rochelle van den Broek, PWSRCAC representative
20. Letter from Michelle Hoffman, USDA Area Director
21. Letter from Bill Rolfzen, Local Government Specialist
22. Letter from Keith van den Broek, NVE, with requested sample letter

L. ORDINANCES AND RESOLUTIONS

23. Ordinance 1078

An ordinance of the City Council of the City of Cordova, Alaska, authorizing the transfer of \$793,356 from the General Reserve Fund (Permanent Fund) to Governmental Capital Projects Fund #401, to provide a source of money for the capital projects expenditures which were appropriated in the operating budget for fiscal years 2010 and 2011 – 2nd reading

M/Cheshier S/Kacsh to adopt Ordinance 1078, an ordinance of the City Council of the City of Cordova, Alaska, authorizing the transfer of \$793,356 from the General Reserve Fund (Permanent Fund) to Governmental Capital Projects Fund #401, to provide a source of money for the capital projects expenditures which were appropriated in the operating budget for fiscal years 2010 and 2011.

Bradford inquired as to why the \$40K was left out for the school project. *Lynch* responded that it was a mistake (that the next meeting will include the \$40K.)

Vote on Motion: 7 yeas, 0 nays, 1 absent (Beedle). Allison – yes; Bradford – yes; Cheshier – yes; Reggiani – yes; van den Broek – yes; Kacsh – yes and Mayor Kallander – yes. Motion was approved.

23a. Resolution 01-11-06

A resolution of the City Council of the City of Cordova, Alaska, supporting the National Scenic Byway Programs to benefit Copper River Highway residents, visitors, and recreationalists.

M/Kacsh S/van den Broek to approve Resolution 01-11-06, a resolution of the City Council of the City of Cordova, Alaska, supporting the National Scenic Byway Programs to benefit Copper River Highway residents, visitors, and recreationalists.

Bradford stated that he is concerned about what kind of regulations this might impose on the community. *Kallander* stated that he has looked into the matter and can find no reason not to support it and it has a lot of community support. *Lynch* added that in other communities that he has been in this

was a highly sought after designation. **Jason Borer** was invited to join the discussion. He informed Council that there are no regulations other than no billboards can be along the road. This will open up tourism marketing and preservation opportunities. Funding is Federal 80% City 20%. The next steps would be to develop a corridor management plan. **van den Broek** mentioned that he was involved with the planning team on this and would be happy to be the Council appointed representative on the corridor management committee. **Kristen Carpenter** added that these nominations come around once a year and the deadline for the management plan is June.

Vote on Motion: 6 yeas, 0 nays, 1 absent (Beedle). Bradford – yes; Cheshier – yes; Reggiani – yes; van den Broek – yes; Kacsh – yes and Allison – yes. Motion was approved.

M. UNFINISHED BUSINESS

24. Resolution 01-11-02

A resolution of the City Council of the City of Cordova, Alaska, adopting service fees, rates and charges for the 2011 calendar budget.

M/Kacsh S/Bradford to approve Resolution 01-11-02, a resolution of the City Council of the City of Cordova, Alaska, adopting service fees, rates and charges for the 2011 calendar budget.

Bradford stated that the long-term parking is still an issue. **Kallander** stated that just because you have a parking permit does not guarantee there will be a parking spot available. **Kacsh** stated that there should be a parking tag for every harbor slip with an option to purchase more parking tags.

M/Bradford S/Cheshier to amend the fee schedule to state that each slip will equal one free parking spot for bow pickers (or boats up to or under 40 feet) and two free parking spots for seine boats (or boats over 40 feet), each additional parking spot will cost \$10 a month.

Kallander asked for clarification that each boat should get one parking spot per boat even though boats require different amounts of staff. **Van den Broek** stated that people could carpool. **Lynch** pointed out to Council that there are two different kinds of parking at the harbor. Along Nicholoff way, all those spots are 48 hour parking all others are for 72 hours or more. **Kallander** pointed out that half the fleet lives on the boats and does not have someone to pick them up from the harbor. **Bradford** stated that right now everyone is paying \$20 a month for long-term parking. **Allison** stated that the dollar amount is not a big deal. They already pay a lot for their slip. **Cheshier** said that it should just be left alone. **Kacsh** stated that this is good education to the public that if they park in the front row for more than 48 hours they are going to get a ticket. **Bradford** pointed out that most of the long term will be free as they have slips.

Vote on Amendment: 0 yeas, 6 nays, 1 absent (Beedle). Cheshier – no; Reggiani – no; van den Broek – no; Kacsh – no; Allison – no and Bradford – no. Amendment failed.

Lynch asked for clarification that the Parks & Rec department and the Public works department fees have been approved but nothing else on the proposed fee schedule is approved. **Kacsh** stated that the new plotter will need to be addressed too. **Kallander** asked for concurrence for staff to bring the amended fee schedule to the February 2nd meeting in Resolution form. **Allison** stated that the raise in compensation for the election board should be included.

M/Allison S/Kacsh to refer back to staff to amend the fee schedule as discussed and to present it at the February 2nd Regular Council Meeting in resolution form.

Vote on Motion: 6 yeas, 0 nays, 1 absent (Beedle). Reggiani – yes; van den Broek – yes; Kacsh – yes; Allison – yes; Bradford – yes and Cheshier – yes. Motion was approved.

N. NEW & MISCELLANEOUS BUSINESS

25. Discussion and direction to the City Manager for the request of Trident Seafoods to purchase real property from City

Allison stepped away from the table. *Lynch* stated that it will be a direct negotiation with the applicant Trident Seafoods as its dock sits on this land and there is no other use for the property.

M/Kacsh S/Bradford to instruct the City Manager to negotiate a sale of City real property described as tidelands adjacent to lot 2, block 1, North-Fill Industrial Park and additional tidelands to the west of lot 8, block 1, Cordova Industrial Park and consisting of 39510 sq ft, to Trident Seafoods.

Kacsh and *Bradford* stated that this motion is very cut and dried. *Kallander* noted that Trident Seafoods is putting in a Surimi plant to be implemented this spring. *van den Broek* asked if the Coastal Management Plan specify anything in regards to their proposal. *Lynch* stated that will be part of the sale and permitting Trident will need to follow up with after the sale.

Vote on Motion: 5 yeas, 0 nays, 1 absent (Beedle), 1 conflict of interest (Allison). van den Broek – yes; Kacsh – yes; Bradford – yes; Cheshier – yes and Reggiani – yes. Motion was approved.

26. Mayor appointment and Council concurrence to fill vacant seat on Parks and Recreation Commission
M/Cheshier S/Bradford to concur with the Mayors appointment to the Parks and Rec Committee.

Vote on Motion: 6 yeas, 0 nays, 1 absent (Beedle). van den Broek – yes; Kacsh – yes; Allison – yes; Bradford – yes; Cheshier – yes and Reggiani – yes. Motion was approved.

27. Mayor appointment and Council concurrence to renew seat on Cordova Library Board

M/Allison S/Cheshier to concur with the Mayors appointments of *Allen Marquette* and *Mary Ann Bishop* to the Library board to serve a term that will expire in 2013.

Vote on Motion: 6 yeas, 0 nays, 1 absent (Beedle). van den Broek – yes; Kacsh – yes; Allison – yes; Bradford – yes; Cheshier – yes and Reggiani – yes. Motion was approved.

28. Pending Agenda and Calendar

February 2, 2011 Regular Council meeting to include an executive session to discuss Cordova Center change orders. *Bradford* requested that a work session to discuss the redistricting be kept in mind.

O. AUDIENCE PARTICIPATION

RJ Kopchak, 122 W Davis Ave, Prince William Sound Science Center representative, The Board of Directors would like to meet with Council on February 2nd before the Regular Meeting in a Work Session to discuss their current expansion opportunities and get some feedback on some other options.

Kallander stated that the deadlines for the progress on their new building have not been met. He is reluctant to engage in proposal development. *Kacsh* inquired of *Kopchak* whether the meeting would be about the performance agreement. *Kopchak* could not say. *Bradford* stated he had no problem meeting with them on the 2nd. *Allison* said he had no problem giving them a half hour. *van den Broek* stated that he would rather see them as a guest speaker in the regular meeting. *Reggiani* stated that he was okay with meeting with the board but was apprehensive, as there was no stated topic for the discussion and agreed with *van den Broek* that a better spot would be as a guest speaker. *Kallander* told *Kopchak* that Council would meet with their board in a half hour work session on February 2nd. He requested that *Kopchak* relay to the board that the Council expects the meeting to be descriptive and a proposal to bring their project into compliance.

Keith van den Broek, Director of Environment and Natural Resources for Native Village of Eyak, invites Council and the public to attend a public meeting tomorrow at one o'clock at the Masonic

Temple to discuss an EPA planning grant. The grant will open a large amount of funding opportunities to the community. He also added that NVE has had a change in government: **Mark King**, President; **Jack Hopkins**, Vice-President; **Patience Anderson-Faulkner**, Secretary-Treasurer; **Darrel Olsen**, member; and **Herb Jensen**, member.

Corrine Erickson announced that the Ice Worm Festival is coming soon so look for the tail.

P. COUNCIL COMMENTS

29. Council Comments

Bradford thanked **Lynch** for the work he put into the fee schedule.

Allison stated that he is concerned that if raw fish tax is only \$700K for 2010, Council may have over budgeted for 2011. There is still a cushion because they have not set the mill rate yet. Also, that the City is giving away money by not charging people for Ambulance services. Insurance companies are willing to pay for ambulance rides, but they are not getting billed, so the City is not receiving that revenue.

Reggiani stated that he still thinks the \$1.4M in raw fish tax Council set for the 2011 budget is fine and reminds Council that not all the numbers are in yet.

Kallander stated that he thought the Ambulance billing was taken care of at one time and asked **Lynch** to look into it again.

Q. EXECUTIVE SESSION - None

R. ADJOURNMENT

M/Cheshier S/Bradford to adjourn the regular meeting at 9:45 pm
Hearing no objection, the meeting was adjourned.

Approved:

Attest: _____

Robyn Kincaid, Deputy City Clerk

**CITY COUNCIL WORK SESSION
FEBRUARY 2, 2011 @ 7:00 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Vice Mayor David Reggiani called the Council work session to order at 7:03 pm on February 2, 2011, in the Library Meeting Room.

B. ROLL CALL

Present for roll call were *Vice Mayor David Reggiani*, Council members *EJ Cheshier*, *David Allison*, and *Bret Bradford*. *Mayor James Kallander* was available via teleconference. Council members *James Kacsh*, *Robert Beedle*, and *Keith van den Broek* were absent. Also present were City Manager *Mark Lynch*, City Clerk *Susan Bourgeois* and Deputy City Clerk *Erika Empey*.

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience comments regarding agenda items - none.

Robert Beedle arrived at 7:04 pm.

D. WORK SESSION TOPIC

2. PWSSC expansion plan presentation

Mike Mahoney, a member of the PWSSC Board of Directors, stated that he was there with Jim Harvey and Jeff Welker. He gave a brief overview indicating their intent to expand the PWSSC. *Jim Harvey*, Vice Chair of the PWSSC Board, and Chair of the Facilities Development Council, stated that he was there to layout the current thinking for developing Lot 1 Block 1 of Cordova Industrial Park. He is aware that Ocean Beauty may also want to purchase that same lot. However, he thinks that PWSSC is a valuable asset to the community; and he would like to take a collaborative approach to the expansion.

Jeff Welker, UAA faculty, stated that UAA would like to continue working with the PWSSC doing research. He thinks expanding the facilities and the amount of research that could be conducted would be important not only to the community, but to the whole state of Alaska. He stated that UAA sees an expanded interest, commitment, need, and opportunity for increased infrastructure and research in the Sound and Gulf of Alaska.

Jim Kacsh arrived at 7:15 pm.

Harvey stated that as an alternative plan, they have discussed doing pilings on the existing lot that they occupy. It is not the preferred option however.

Reggiani stated that he appreciated their presentation. He continued by saying that waterfront industrial land was becoming pretty scarce and consequentially, desirable. The first step is to take the request to P&Z, which will happen at the next meeting. It would then come back to Council.

E. COUNCIL COMMENTS

Allison stated that the City and PWSSC had a good relationship over the past couple decades. He thought the City would be willing to work with them to continue the good partnership. He appreciates the work that they have done.

Bradford echoed Allison's statement, and continued by saying that the community has benefited greatly by the PWSSC. He also appreciated all that they did, and was sure they would reach an agreement.

Mayor Kallander stated that the community supported the Science Center, however, he agreed with Reggiani in that land was scarce in that region. He would like the land developed to the highest potential. He supports the PWSSC and looks forward to a good working relationship.

F. ADJOURNMENT

M/Allison S/Bradford to adjourn.

Seeing no objections, **Vice Mayor Reggiani** adjourned the work session at 7:20 pm.

Approved:

Attest: _____
Erika Empey, Deputy City Clerk

CITY CLERK'S REPORT TO COUNCIL

February 16, 2011 Regular Council Meeting

Date of Report: February 11, 2011

Council Matters: completed post-2/02/11 work session, public hearing and regular meeting clean-up, printing, signing, scanning, advertising, distributing and posting on City website, minutes, ordinances, resolutions etc.; completed pre-02/16/11 public hearing and regular meeting prep, compiling, writing, editing, minutes, resolutions, ordinances, other agenda items from different departments, attorneys, manager and/or Mayor/Vice-Mayor and Council; confer with Mayor/Vice-Mayor/Manager/Department Heads/Council members concerning preparation of 02/16/11 meeting agendas then posting agendas and packets to City website

Property Tax Matters/Deputy Clerk: **Erika** and **Robyn** handled everyday responses to property tax requests from banks, mortgage companies, citizens, other departments; **Erika** continued to update ownerships changes to property tax accounts in preparation for mailing of 2011 assessment notices in March; **Erika** and **Robyn** assisted banks and tax research companies in determining 2010 amounts owing for property owners in Cordova; **Erika** worked on daily imports to the Capital Software system accounting for the now-delinquent property tax payments that have been coming in through the Finance Department; **Erika** is now checking for errors on any accounts; **Erika** continued work on the 2010 foreclosure process for real property owners – sending letter to those still delinquent; **Robyn** worked on minutes, and coordinated packets and advertising for the E911 and PSBD committees; **Robyn** coordinated, attended, recorded all day meetings of PSBD cmt on Feb 8 & 9 and E-911 mtgs of Feb 8 & 10.

Elections: corresponded with Division of Elections for the upcoming March 1, 2011 General Election; advertised for declaration of candidacy, voter qualifications and methods of absentee voting; held an Election Board Training with 2011 Election Board members on Feb 3; prepared ballot and all other forms and signs necessary for absentee in person at City Hall beginning February 15.

Records Requests: daily phone calls and/or drop-ins with Clerk's department questions, property tax questions and procedural matters; handled a request in re public safety department job descriptions, duties, pay scales.

Invoices: coded, approved & submitted regular department bills for payment to accounts payable; signed City payroll and accounts payable checks

Attorney Contact: n/a

CCTF: n/a

General Office: attended staff meeting of 02/07/11; wrote letter of support for CFRC

Other: assisted Lobbyist, Manager and Council members by researching resolutions, minutes, letters in their efforts lobbying in Juneau; conferred with hospital administrator, HSB president in formulating agenda item for 02/16/11 meeting

Memo

To: Mayor and City Council
From: Moe Zamarron
CC: Mark Lynch, City Manager; Tom Cohenour, Director of Public Works
Date: February 16, 2011
Re: Cordova Center Progress Update

Last update was on February 02, 2011.

PROGRESS

Since the last update:

- The contractor has been working from Anchorage to keep the flow of information up to date.
- Over the last two weeks 1 new request for information was sent from the contractor and 3 responses to previous requests were returned to the contractor.

Major items to complete in the next two weeks:

- Start the next phase of the civil work prior to the concrete crew returning.
- Complete structural steel submittal reviews.
- Continue submittal process into building components like windows, doors etc.

SCHEDULE

The comprehensive construction schedule has not been received from the contractor.

BUDGET

- The fifth application for payment is being prepared by the contractor and will be comprised of completed change order work.

ISSUES / PROBLEMS

- Review of proposed change orders is ongoing and focus is being placed on regaining a sense of control with respect to contract administration
- There are currently 17 RFI's outstanding concerning structural steel issues.

Moe Zamarron

Memo

To: City Council
From: Susan Herschleb / Director of Parks and Recreation
CC: Mark Lynch / City Manager
Date: 1/31/2011
Re: Pool update

Dear Council,

Our newest challenge at the pool has been an issue with the main filters. Currently we are cleaning the filters every three days, which is extremely expensive. This symptom was the original 'red flag' that sent us on chase for water loss and resulted in finding the leak in our main drain.

After much troubleshooting and endless phone calls to Chester Pool we have deduced that portions of the filter elements are now 'blinded'. This is caused by oils on the filters (natural body oil and/or lotion) that come in contact w/ the muriatic acid and become burned in place on the filter bag that surrounds the element. The area's that are 'blinded' will not hold the chemicals to the filter bag and will not allow water to flow through. Our operators' manual provides a process of intensive cleaning which was preformed by staff correctly. Unfortunately for us, it failed to work. According to Chester Pool our excessive use of muriatic acid (35 gallons last month alone) to balance the pH has permanently damaged these filters.

To replace the filter elements is expensive as well - \$575.00 per element and the ideal is to purchase 5 - 4 are needed and it is best to have a spare. This is an unexpected expense of \$3,825.00 (with shipping). This is a direct result of the current circulation process. The new filters have been purchased and will be installed today.

There are a few things to keep in mind; we will still be adding a large amount of muriatic acid to balance the pH, which will put the new filters at risk. Another 4 filter assemblies may need to be purchased after the drain is replaced. We have also been told that Meghan should add smaller amounts of acid more often due to the slower turn over time and to (possibly) preserve the new filters. Meghan is willing to do so; however, it will require Meghan to add chemicals on a daily basis after closing. For this reason, I will continue to offer her a fuel reimbursement @ \$8.00 per day.

Below you will find an expenditure tally. This is what we anticipate spending on chemicals, filter assemblies and fuel re-imbursement for the time we have been and will continue to bypass the main drain Nov 2010- May 2011. I have also included what we normally spend. Chemical usage has doubled (at least). I anticipate being approx. **\$14,943.00** over budget for the entire project. We will be approx. **\$12,355.00** over budget for this year. I'll wait until we drain the pool for repair prior to asking for a budget amendment to ensure a correct calculation.

'Normal' chemical expenditures per mo:

Muriatic Acid /	20 gallons=	\$ 330.00
Sodium Bicarbonate /	200 lbs =	\$ 250.00
Calcium Chloride /	200 lbs =	\$ 190.00
Diatomaceous Earth /	210 lbs =	<u>\$ 280.00</u>
Totals:		<u>\$ 1,050.00</u>

Current chemical expenditures per mo:

Muriatic Acid /	40-45 gallons=	\$ 660.00
Sodium Bicarbonate /	400+ lbs=	\$ 500.00
Calcium Chloride /	400 + lbs =	\$ 380.00
Diatomaceous Earth /	420+ lbs=	<u>\$ 560.00</u>
Total:		<u>\$ 2,100.00</u>

Other unexpected expenditures:

Filter assemblies=	\$ 7,075.00
Fuel re-imbursement=	<u>\$ 1,568.00</u>
Total	<u>\$ 8,643.00</u>

Estimated budget overages for whole project:

Chemical's=	\$ 6,300.00
Filter assemblies=	\$ 7,075.00
Fuel re-imbursement=	<u>\$ 1,568.00</u>
Total	<u>\$14,943.00</u>

Susan Bourgeois

From: John Bitney [johnbitney@yahoo.com]
Sent: Friday, February 04, 2011 3:14 PM
To: James Kallander Home; Mark Lynch; Susan Bourgeois
Subject: Legislative Report - Week 3

Mayor Kallander:

Week 3 of the legislative session is over. Next week is going to be extremely busy - numerous bills are scheduled for hearing, and capital projects need to be submitted by the end of the week. As such, I am sending you my legislative report today.

Capital Budget

This past week has primarily focused on finalizing written descriptions for capital projects. Mark Lynch and Nathan provided final edits to the description of the projects, and these will be submitted to Representative Bill Thomas and Senator Albert Kookesh by February 11. Legislators will review all requests sent to their offices over the following two weeks. Decisions about what projects to fund will begin in mid-March - which means we will start to get indications about our prospects in early April. Adjournment is scheduled for April 17.

Education Funding

This past week saw a lot of discussions amongst legislators and the governor over K-12 education funding formula increases. School districts were here to advocate for their priorities. Some school districts - such as Anchorage & Juneau - are facing budget shortfalls largely due to inflation and salary increases. On Tuesday I had met with Jim Nygaard and Peter Hoepfner from the Cordova School District. While Cordova School District is not facing the magnitude of budget issues faced by other districts, Mr. Nygaard pointed out some of the increased costs related to ongoing operations.

Right now its very difficult to predict whether the legislature and governor will agree to pass a bill that increases the education funding formula this session. I have offered to help keep your school district informed about the discussions on education funding bills as the session progresses.

Next Week's Schedule

- Next week the AML Conference of Mayors will be in Juneau. AML is planning on discussing concerns about the impacts to Municipal Revenue Sharing from the Governor's proposal to lower state taxes on oil production. Currently the program's funding is calculated as a percentage of the state surcharge on crude oil when prices are above a certain point. The Governor's proposal is to lower the amount of the surcharge (commonly called the "progressivity rate"), which could potentially lower the calculation for funding the state's Municipal Revenue Sharing program.

- There is a hearing on Tuesday, February 8, at 8:00 AM. regarding the wastewater treatment issue at Unalaska with the EPA/DEC. Mark Lynch has indicated he will attend. This is becoming a major statewide and a national issue as municipal governments find themselves faced with EPA enforcement action regarding treatment of both drinking water

and waste water systems that are extremely expensive and provide minimal environmental impact.

- There are two hearings on fisheries bills. Senate Resources scheduled SB24, creating a Sport Fish Guide licensing board, on Monday, Feb. 7. House Fisheries Committee is hearing HB 59, relating to loans made to commercial fishermen under the Commercial Fishing Loan Act for product quality improvements and energy efficiency upgrades, on Wednesday, Feb. 8.

Redistricting

Here is some background and recommendations about the upcoming redistricting process.

The process of redistricting for legislative boundaries is laid out in the Alaska Constitution, Article 6, Section 10. By law, the US Census Bureau is suppose to release the census numbers by April 1. Once the population numbers are released, the Redistricting Board faces a 90-day clock:

- The board must come up with initial plans within the first 30 days. This means the Redistricting Board will be working hard during the month of April (during the final days of the legislative session) to make the first proposal.
- The board must hold statewide hearings over the next 60 days. Mayor Kallander has requested the Board chairman to conduct a public hearing in Cordova during this time period. This will occur sometime in May/June.
- The board must adopt a final plan at the end of 90 days.
- Litigation must be filed within 30 days of the adoption of a final plan.

Here is the Redistricting Board web site: <http://www.akredistricting.org/>

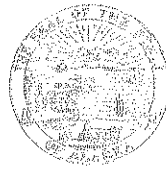
Your recommendation to remain focused on working with our legislators through this session is absolutely correct. After session has adjourned, we can then turn our attention towards following through on your letter inviting the Redistricting Board to conduct a public hearing in Cordova. There will be a lot more information at that time to guide the discussion and strategy.

Conclusion

By the end of next week, we will be immersed in the legislative session.

John Bitney
City of Cordova lobbyist
Juneau, Alaska

STATE CAPITOL
PO Box 110001
Juneau, Alaska 99811-0001
907-465-3500
fax: 907-465-3532



550 West 7th Avenue #1700
Anchorage, Alaska 99501
907-269-7450
fax 907-269-7463
www.Gov.Alaska.Gov
Governor@Alaska.Gov

Governor Sean Parnell
STATE OF ALASKA

January 28, 2011

The Honorable James Kallander
Mayor
City of Cordova
P.O. Box 1210
Cordova, AK 99574

Dear Mayor Kallander,

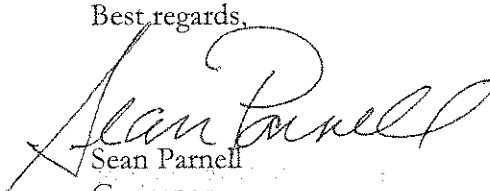
Last March, my administration joined with mayors and communities from around Alaska to challenge all Alaskans to "Choose Respect" and end the epidemic of domestic violence and sexual assault that has existed in our state for too long. As a result, 18 communities joined together with a message of hope and healing for the many who have suffered from these crimes.

The work begun in 2010 has given more Alaskans the courage to speak and the strength to act. This March 31st, we will again coordinate statewide "Choose Respect" events – and I have issued a challenge for at least 40 communities to participate and take a stand in 2011. I am asking you to help lead or participate in a Choose Respect event in your area on March 31st, 2011.

I hope you will join us – my administration, Alaska's non-profits, stakeholders, your fellow legislators, and all Alaskans – as we raise awareness and challenge Alaskans to continue to "Choose Respect." Together, we can make a difference and continue to cultivate a culture of respect in our state. More information can be found on the "Choose Respect" website at <http://chooserespect.alaska.gov>. Please contact Katie TePas in my office at 907-465-3500 for more information.

I look forward to partnering with you as we gain even more ground for safe Alaska homes and strong families.

Best regards,


Sean Parnell
Governor

February 2, 2011
P.O. Box 222383
Anchorage, Alaska 99522

Docket Management Facility
U.S. Department of Transportation
West Building Ground Floor
Room W12-140
1200 New Jersey Avenue, SE.
Washington, D.C. 20590-0001

Re: USCG-2010-1127 – Recertification Of Prince William Sound Regional
Citizens Advisory Council Under Oil Pollution Act of 1990.

To Whom It May Concern:

I am writing to the U.S. Coast Guard in reference to the recertification of the Prince William Sound Regional Citizens Advisory Council (PWSRCAC) under the Oil Pollution Act of 1990 (OPA '90). My point of view is formed in part by my experience as the city attorney for the City of Cordova during the years 1987-1993. Due to the Exxon Valdez oil spill, the people and the City of Cordova strongly supported the formation of PWSRCAC. As part of my city attorney duties during that time, I served on the PWSRCAC board of directors, including a term as president. I also worked on substantive committees, including the Terminal Operations and Monitoring Committee. To be clear, however, I am no longer affiliated in any official or professional capacity with either PWSRCAC or the City of Cordova. This letter and the views expressed herein are strictly my own, as a citizen of the United States and resident of Alaska.

My purpose in writing is to recommend and support recertification of PWSRCAC by the U.S. Coast Guard under the applicable provisions of OPA '90.

In my considered opinion PWSRCAC provides an invaluable, even unique, method for citizens to directly participate in the ongoing effort by government and industry to prevent and combat oil spills associated with the Trans-Alaska Pipeline System (TAPS) marine transportation system. I believe that PWSRCAC, in its structure and operations, meets or exceeds both the spirit and letter of OPA '90 with regard to citizen oversight of TAPS marine operations. As is true of every organized concern, there will always be room for PWSRCAC to improve and enhance its effectiveness. Internally, I believe that the organization should always strive to improve upon its strengths and correct its weaknesses. On balance, however, I believe that PWSRCAC is fully committed to effectively improving the safety of the TAPS marine transportation and terminal operations, in an informed and balanced way, under the law.

The presidential commission studying the BP Gulf of Mexico Spill of 2010 recommends that the EPA and the U.S. Coast Guard create a mechanism for local involvement by the citizens of that region in oil spill prevention and response planning. I concur. PWSRCAC remains the effective citizen organization for TAPS marine operations. I sincerely hope that it will prove a worthy model for the people of the Gulf of Mexico and other oil-involved communities or regions. Meanwhile, I support recertification of PWSRCAC under OPA '90 due to its record and ongoing commitment to safety in the TAPS region.

Thank you for the opportunity to comment. Please let me know of any questions.



Scott A. Sterling

cc: Mayor Jim Kallander, City of Cordova
Mr. Mark Swanson, Executive Director, PWSRCAC
Ms. Rochelle Van Den Broek, City of Cordova Representative, PWSRCAC

Kory Blake
Jeannie Blake
PO Box 1122
Cordova, AK 99574

February 5, 2011

Susan Bourgeois
Cordova City Deputy Clerk
PO Box 1210
Cordova, AK 99574

Dear Ms. Bourgeois,

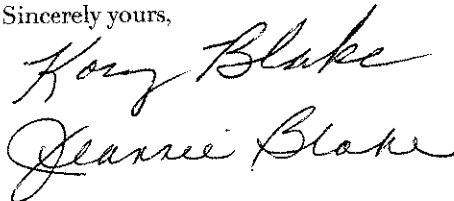
As citizens of Cordova, we are very concerned and frustrated over the issue of unrestrained dogs in our community. We believe this is a safety issue that should be addressed. Many pet owners are responsible and protect their pet by walking them on a leash. This protects both the pet and other individuals that pass by.

There are many Cordova pet owners who would like to walk their dog without the constant threat of a loose dog coming after them. Individuals that walk, jog, or bike would like to enjoy the pleasure of Cordova's beauty without being charged by an unrestrained dog. As property owners, we would appreciate being able to go outside on our own property and allow our dog to play and enjoy her time outside with us. Unfortunately numerous individuals choose to walk their dogs without restraint or drive their vehicles out Power Creek Road and let their dogs run loose. When this occurs, their unrestrained dog runs into our yard and we must run to pick up our small dog to protect her. Not once has one of these dog owners pulled their car over, gotten out and restrained their dog or stopped their walk and retrieved their dog from our yard. There truly is something wrong with this picture. They certainly would not appreciate or tolerate someone invading their property and posing a safety threat to their pet and yet they do so to ours.

Many people claim their dog does not need a leash, they have control their dog. No one can predict what their dog would do when challenged or sparked by interest of another animal or situation. In just seconds a situation can change and having a dog on a leash truly enables the owner to have control over the dog. There is no possibility that a driver running their dog loose has any control over their unrestrained dog.

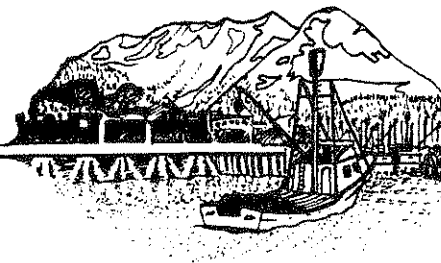
As we desire to enjoy the outdoor beauty of Cordova we want to be safe, we want our dog to be safe and we expect other individuals desire the same for themselves and their pets. Please do something about the unrestrained dogs in our community.

Sincerely yours,

The block contains two handwritten signatures in cursive. The first signature is 'Kory Blake' and the second signature is 'Jeannie Blake'. Both are written in dark ink.

Kory Blake & Jeannie Blake

CITY OF CORDOVA



February 8, 2011

Representative Bill Thomas
Juneau, AK

Re: Cordova Family Resource Center

Dear Representative Thomas:

This letter is to express strong support for the capital project grant that the Cordova Family Resource Center has submitted to your office. The Family Resource Center has provided a much-needed place for Cordovans in need of strength and assistance. The agency is sorely in need of the funding to better assist the Cordovans that it supports. I am told that the funding is necessary for such diverse uses as computer hardware to better assist the office staff and exterior infrastructure remodeling to enhance the appearance and friendly atmosphere of the location. The staff at the Resource Center also expects to purchase SAD lights for the clientele as well as new toys and books for children spending time in the waiting area.

Cordova, Alaska is already a wonderful place to live and work and raise a family. Excellent community resources are available here and the Cordova Family Resource Center is certainly one of the most important agencies in the community. The staff there selflessly gives to its fellow townspeople and is in need of financial support to enhance the Resource Center's service delivery. Please consider this grant application closely and help support Cordovans by awarding it to the Cordova Family Resource Center.

Sincerely,

Jim Kallander, Mayor
City of Cordova

by Susan Bini

JK:sb

**CITY OF CORDOVA, ALASKA
RESOLUTION 01-11-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA ADOPTING
SERVICE FEES, RATES AND CHARGES FOR THE 2011 CALENDAR BUDGET**

WHEREAS, the City of Cordova has adopted the City's 2011 Operating Budget; and

WHEREAS, the City Council determines by resolution the fees, rates and charges for city services that are not otherwise established by ordinance or other applicable law; and

WHEREAS, fees for water, sewer, and garbage are established by ordinance and can be found in Chapters 14.08, 14.16, and 8.12 respectively of the Cordova Municipal Code;

NOW, THEREFORE, BE IT RESOLVED that the City Council of Cordova, Alaska, hereby adopts the attached list of service fees, rates and charges for the 2011 calendar year:

PARKS AND RECREATION DEPARTMENT

CITIZENSHIP KEY:

ADULT:	<i>18 years and older/ not in school</i>
STUDENT DEPENDANT:	<i>A family member who is in college or trade school and still claimed as a dependant on parent's tax return.</i>
FAMILY:	<i>two adults, parents or legal guardians who share a household with up to 5 youth and/or student dependants. NOTE: A \$10.00 additional fee per youth / student dependant will be charged for families larger then 7.</i>
SENIOR:	<i>60 years or older</i>
YOUTH:	<i>6-17 years old and/or still in high school</i>
CHILD:	<i>5 years and younger FREE admission w/ adult</i>
MILITARY:	<i>Enlisted in the armed forces and presenting an I.D.</i>
STUDENT:	<i>College or trade school student presenting an I.D.</i>
DISABLED:	<i>An individual proclaimed disabled by his/her State of residency.</i>
USCG:	<i>Enlisted in United States Coast Guard</i>
CCMC:	<i>Employed by the Cordova Community Medical Center</i>
CPSD:	<i>Employed by the Cordova Public School District</i>
CVFD:	<i>A member of the Cordova Volunteer Fire Department</i>
CITY EMPLOYEE:	<i>Employed by the City of Cordova</i>

(New Parks & Rec Fees will take effect May 1, 2011)

FEE SCHEDULE:

BIDARKI RECREATION CENTER –OR- BOB KORN MEMORIAL POOL ANNUAL PASSES	
ADULT	\$225.00
FAMILY	\$400.00
SENIOR / YOUTH POOL / MILITARY / STUDENT / DISABLED	\$100.00
YOUTH BIDARKI	\$80.00
COMBO ANNUAL PASSES	
ADULT	\$400.00
FAMILY	\$600.00
SENIOR / YOUTH / MILITARY / STUDENT / DISABLED	\$150.00
SUMMER PASS START MAY 1ST & EXPIRE OCTOBER 1ST (5MO'S)	
ADULT BIDARKI OR POOL	\$150.00
ADULT COMBO	\$250.00
FAMILY BIDARKI OR POOL	\$300.00
FAMILY COMBO	\$450.00
OFF SEASON PASS START OCTOBER 1ST – MAY 1ST (7MO'S)	
ADULT BIDARKI OR POOL	\$150.00
ADULT COMBO	\$250.00
FAMILY BIDARKI OR POOL	\$300.00
FAMILY COMBO	\$450.00

MONTHLY RATE:

ADULT BIDARKI OR POOL	\$55.00
ADULT COMBO	\$100.00
FAMILY BIDARKI OR POOL	\$80.00
FAMILY COMBO	\$150.00
SENIOR / YOUTH / MILITARY / STUDENT / DISABLED / CVFD	\$30.00
SENIOR / YOUTH / MILITARY / STUDENT / DISABLED / CVFD COMBO	\$50.00

GENERAL CITIZENSHIP STRUCTURE:

DURING THE MONTH OF NOVEMBER ALL **ADULT** AND **FAMILY** ANNUAL PASSES ARE PURCHASED AT A 20% DISCOUNT.

USCG:

ANNUAL FEE:	\$5,000.00
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CCMC/ CPSD:

FAMILY COMBO:	\$220.00
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CVFD:

DAILY DROP IN	\$3.00
ADULT ANNUAL COMBO	\$180.00

CITY EMPLOYEE:

FAMILY COMBO	\$180.00
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ACTIVITY FEES:

A YOUTH PROGRAMMING FEE FOR INDIVIDUALS WHO DO NOT HOLD A PASS; AS DETERMINED BY THE DIRECTOR	\$20 -\$40.00
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SUMMER CAMP:

2 WEEK SESSION	\$200.00
SIBLING (ADDITIONAL CHILD IN 2 WEEK SESSION)	\$125.00
ONE WEEK SESSION	\$110.00
DAILY DROP IN	\$25.00
SLEEPOVER DROP IN	\$45.00

FISHERMAN'S MEMORIAL:

MEMORIAL PLAQUE	\$350.00
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FACILITY RENTAL:

BIRTHDAY PARTY @ REC. CENTER (1.5 HOURS)	\$50.00
WEDDING RECEPTION @ REC.CENTER (SAT - SUN ONLY)	\$250.00
DANCES	20%
CLASSROOM @ REC. CENTER (PER DAY CLEAN UP BY USER)	\$25.00
CONFERENCES @ REC.CENTER (PER DAY)	\$500.00
TABLES FOR RENT (PER DAY)	\$5.00
BIRTHDAY PARTY @ POOL (1 GUARD 25 PEOPLE MAX)	\$50.00
BIRTHDAY PARTY @POOL (2 GUARDS 75 PEOPLE MAX)	\$75.00

CHRISTMAS BAZAAR TABLE RENTAL:

6 FT.	\$45.00
8 FT.	\$60.00
FOOD COURT	\$60.00
SHARED TABLE (PER PERSON)	\$30.00

SKATERS CABIN:

1 DAY: (PER DAY)	\$25.00
2 DAY: (FOR SECOND 24 HOUR PERIOD TOTAL \$60.00)	\$35.00
3 DAY: (FOR THIRD 24 HOUR PERIOD TOTAL \$ 110.00)	\$50.00
DEPOSIT: (SEPARATE REFUNDABLE CHECK)	\$35.00

ODIAK CAMPER PARK:

DAILY RENTAL (INCLUDES ELECTRICITY/12% SALES TAX))	\$23.00 /day
MONTHLY RENTAL (INCLUDES ELECTRICITY+LEASE/6 % SALES TAX)	\$23.00/day
MONTHLY DEEP FREEZE CHARGE (PER FREEZER)	\$15.00/month
TENT AREA (no vehicles)	\$ 5/day
ALL OTHER CAMPING SPACES (as arranged by Parks & Rec)	\$10/day

INFORMATION SERVICES**Library/Museum****Meeting Room**

Meeting room reservations made according to priority use as set forth in the Policies and Procedures Manual of the Cordova Public Library. \$25 clean-up deposit may be required; clean up by user is required; cleaning deposit is refundable.

Library fees

Overdue fee - \$.10/day

Copies - \$.25/page

POLICE DEPARTMENT**City Impound Fee:**

Vehicles and trailers up to 21 feet in length	\$10/day
Each foot beyond 21 feet	\$ 1/foot
All other material	\$0.28/sq. foot/day

Alcohol Breath Test	\$50.00
Fingerprinting:	\$ 20 - 1 card \$ 35 - 2 cards
Police Reports	\$10 (approval from Chief)
Discovery CDs	\$15.00
Discovery Video	\$15.00
Service of Civil Papers	\$65.00
Chauffer's License	\$35.00
Dog License:	
Altered animal	\$10.00
Non altered	\$15.00
Conditional	\$ 5.00
Replacement	\$ 2.00
Impound Fees:	
Cats – Flat fee	\$50.00
Dog – 1 st Impound	\$25.00 Licensed
	\$50.00 Unlicensed
Dog – 2 nd Impound	\$50.00 Licensed
	\$75.00 Unlicensed
Dog – 3 rd Impound	Determined by Chief
Boarding Fees:	
Dogs	\$20.00/day
Cats	\$10.00/day

When an animal is impounded, the fee is as follows: Impound + Boarding + Medical + License if not yet obtained or proof of license = Total

FIRE DEPARTMENT

Ambulance	\$500/run
Standby for Fire Dept.	\$200 & \$25 per hr per man and \$50 per hr for Officer

PUBLIC WORKS

NOTE 1: All equipment includes an operator. 3 hour minimum may apply to any situation involving a City employee.

NOTE 2: Overtime or holiday rates apply outside of regular (straight time) work hours.

NOTE 3: Straight time work hours vary but are generally 7:00 AM to 3:30 PM. All rates are per employee.

NOTE 4: Water & sewer line locates per Utility Coordination Council Request procedure are free. (2 business day notice required.
All locates requested outside of normal business hours will be charged as emergency locate.)

NOTE 5: All prices subject to 6% sales tax.

DESCRIPTION	UNIT	STRAIGHT TIME RATE	OVERTIME RATE	HOLIDAY RATE	MINIMUM CHARGE
EQUIPMENT					
Volvo L120F Loader	Hour	\$130.00	\$163.50	\$230.50	
Cat 950 Loader	Hour	\$130.00	\$163.50	\$230.50	
Cat IT 62G Loader	Hour	\$130.00	\$163.50	\$230.50	
Michigan L-120 Loader	Hour	\$130.00	\$163.50	\$230.50	
Hitachi 230 Excavator	Hour	\$150.00	\$183.50	\$250.50	
Cat 436B Tractor/Backhoe	Hour	\$120.00	\$153.50	\$220.50	
Cat 163H Grader 2003	Hour	\$150.00	\$183.50	\$250.50	
Cat 140G Grader 1989	Hour	\$150.00	\$183.50	\$250.50	
Elgin Street Sweeper	Hour	\$200.00	\$233.50	\$300.50	
Ford L9000 Vacuum Truck (Vactor) 1992	Hour	\$225.00	\$258.50	\$325.50	
Ford L9000 Tandem Dump Truck 1987	Hour	\$110.00	\$143.50	\$210.50	
Ford L8000 Flatbed Truck w/ hoist 1991	Hour	\$110.00	\$143.50	\$210.50	
Mack Tandem Dump Truck 2008	Hour	\$110.00	\$143.50	\$210.50	
Tow Truck	Hour	\$120.00	\$153.50	\$220.50	
Dynapack CP132 Rubber Tired Roller	Hour	\$100.00	\$133.50	\$200.50	
Pickup Truck or Van w/ 1 person	Hour	\$110.00	\$143.50	\$210.50	
Vibratory Plate Compactor	Hour	\$75.00	\$108.50	\$175.50	
Bobcat 943 Skid Steer Loader	Hour	\$90.00	\$123.50	\$190.50	
Chevy 3500 Service Truck w/ Welder 2009	Hour	\$150.00	\$183.50	\$250.50	
City Level, Tripod, and Rod	Hour	\$80.00	\$113.50	\$180.50	
Cut-off saw	Hour	\$75.00	\$108.50	\$175.50	
Electric Jackhammer - Bosch	Hour	\$75.00	\$108.50	\$175.50	
1" Pump - Honda	Hour	\$75.00	\$108.50	\$175.50	
1.5" Electric Pump	Hour	\$100.00	\$133.50	\$200.50	
2" Pump - Honda	Hour	\$150.00	\$183.50	\$250.50	
120/240V Power Gen- Honda EG 3500	Hour	\$100.00	\$133.50	\$200.50	
Jackhammer w/ Compressor Ingersoll-Rand	Hour	\$110.00	\$143.50	\$210.50	
HDPE Welder	Day	\$150.00	\$183.50	\$250.50	1 Day
4" Honda Pump w/ Intake & Discharge Hose	Hour	\$200.00	\$233.50	\$300.50	4 HR
6" Gorman-Rupp Pump w/ Intake & Discharge Hose	Hour	\$250.00	\$283.50	\$350.50	4 HR

DRAFT

1.5" Neptune Backflow Preventer RPZ w/ Meter *	Day	\$90.00	\$123.50	\$190.50	1 Day
3/4" Double Check Valve Backflow Preventer *	Day	\$50.00	\$83.50	\$150.50	1 Day
* Must be installed & removed by City staff daily					
SERVICES					
Dump Station Fee (behind Harbor Office)	Each	\$20.00	--	--	
Towing - Car or Pickup Truck	Hour	\$120.00	\$153.50	\$220.50	
Water Turn On or Off (free to year-round customers)	Each	\$50.00	\$83.50	\$150.50	
Water Sample Testing - Coli Forms	Each	\$45.00	\$78.50	\$145.50	
Cemetery Plot - Preparation and Covering	Each	\$500.00	\$533.50	\$600.50	
Cemetery Plot - Purchase (Regular Hours Only)	Each	\$200.00	--	--	
Water Tap (connection to main)	Hour	\$67.00	\$134.00	\$167.50	
Shut off Notices (delivered for non-payment)	Each	\$25.00	--	--	
Water & sewer line locates per Utility Coordination Council Request procedure (2 business days notice)	Each	No Charge	--	--	
Emergency water & sewer locate (less than 2 business days notice)	Hour	\$68.75	\$103.13	\$171.88	
20' Demo Container - Drop off & pick up. Demo material charged extra per cubic yard.	Each	\$175.00	--	--	
LABOR					
Laborer	Hour	\$68.75	\$103.13	\$171.88	
MATERIALS					
Patching Chip Sealed Roads	SF	\$60.00	--	--	
Patching Asphalt Roads	SF	\$60.00	--	--	
Sand	CY	\$18.00	--	--	10 CY

HARBOR**MOORAGE**

Annual Moorage	\$ 30.75/ft/yr
Monthly Moorage	\$ 10.75/ft/mo
Daily Moorage	\$.80/ft/day paid in advance
	\$.95/ft/day if billed

* All slips will be reserved based on over-all length of vessels, including those slips on "L" floats. Moorage rates on "L" floats will be calculated at 75% of the current annual moorage rate (only for those slips between approach ramps). Established 10/17/01 by Resolution 10-01-79.

Annual Seaplane Moorage	\$776.88/yr
Daily Seaplane Moorage	\$ 32.33/day
Eyak Lake Seaplane Moorage	
40' space	\$324.74/yr
60' space	\$512.88/yr

GRID FEES (per tide)

Under 30'	\$.45/ft/tide
30'-50'	\$.50/ft/tide
51'-70'	\$.68/ft/tide
Over 70'	\$1.30/ft/tide

MISCELLANEOUS SERVICE FEES

Launch Ramps	
Stall holders	- no charge
Non-stall holders	\$ 75.00/yr
Waitlist	\$ 75.63/5 yrs.
Vessel Towing	\$ 60.50/hr
Vessel Pumping	\$ 30.25/hr
Pump Rental	\$ 30.25/hr
Harbor Staff Labor	\$ 68.75/hr
	\$103.13/hr for O.T.
Impound Fees	\$ 68.75
Impound/Storage of Nets	\$275.00
Storage of Impounds	\$.28/sq ft/day
Electricity(for elec. rental slips)	\$ 10.00/day
*a deposit of \$100.00 required for all electrical pigtails	
Bilge Water Collection	\$ 90.75/hr
Showers	\$ 5.00
Dock Use Fee	\$1.72/linear ft/day

PORT**WHARFAGE**

Minimum	\$1.51/ton
Wharfage N.O.S. (not otherwise specified)	\$4.78/ton
Wharf Demurrage - first 5 days	\$1.51/ton
after 5 days	\$3.03/ton

DOCKAGE

Charge	\$1.38/ft/day
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STORAGE

Boat storage	\$2.00/ft/mo
Gear storage	\$.28/sq ft/
Van storage	
40' van	\$ 75.63/mo or 907.50/yr
20' van	\$ 45.38/mo or \$544.50/yr

WATER

Charge	\$.91/1000 gallons
Minimum	\$68.06 plus \$68.75 labor

USED OIL RECEPTION

Under 100 gallons	- no charge
100 gallons or more suitable for burning	\$68.75/man-hour
100 gallons or more unsuitable for burning	\$45.38/gallon plus \$68.75/man-hour plus shipping & disposal

FUELS

First 50 thousand barrels	\$ 0.16/barrel
Second 50 thousand barrels	\$ 0.14/barrel
Over 100 thousand barrels	\$ 0.13/barrel

PORT STAFF LABOR

Charge	\$68.75 hr \$103.13/hr for O.T.
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TRAVEL LIFT

RATES: All payment for vessel lifts must be in advance and for round trip

Up to 40'	\$11.00/ft	40' = \$440.00
41' - 58'	\$12.00/ft	41' = \$492.00,
58' and over	\$13.00/ft	80' = \$1,040.00

MISCELLANEOUS FEES

Inspection Haul:	60% of round trip
Minimum Fee:	\$300.00
Electrical Use:	\$10.00/day up to 42' \$25.00/day 43' and over

Storage Rates:

<u>14 Days or less</u>	<u>Over 14 Days</u>	<u>Over 12 Months</u>
Up to 40' - \$20.00/day	\$2.00/ft/month	\$4.00/ft/month
41'-58' - \$30.00/day		
59' and over - \$50.00/day		

Resolution 01-11-02

Page 7 of 9

Washdown:

Washdown pads are free.

No-Show Fee:

Once a lift is scheduled and the boat owner fails to show or cancel the lift at least one hour before the scheduled lift time, the minimum lift fee will be charged.

DESCRIPTIONS

Per Lift: All rates are per lift or one way.
 Inspection Haul: Hauled out and left in slings over dock for a period of 2 hours and returned to the water.
 \$75.00 per 15 minutes after allotted time. Limited to approval and availability.
 Minimum Fee: This is the lowest fee for Travelift use. There is a one hour minimum for such things as re-blocking or relocating of vessels.

PLANNING DEPARTMENT**Zoning Code Fees**

Appeals	\$150.00
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Permits

Conditional Use	\$200.00
Encroachment	\$200.00
Exception	\$200.00
Rezone	\$250.00
Sign	\$ 25.00

Building Permits

Single-Family	\$ 50.00
Multi-Family	\$100.00
Commercial	\$150.00
Industrial	\$200.00

Subdivision

Preliminary Plat	\$150.00 plus \$20.00 per lot
Final Plat	½ of Preliminary
Plat Amendment	\$75.00 plus \$15.00 per lot

Variance

	\$200.00
--	----------

Vacation R.O.W.

	\$250.00
--	----------

Lease/Purchase Agreements

Lease and/or Purchase Agreements	\$150.00
Land Lease and/or Purchase Request	\$25.00/hour

Copy fee

Copies	\$.25/page
Small Color Maps	\$10.00 (11 X 17)
Medium Color Maps	\$20.00 (18 X 24)
Large Color Maps	\$30.00 (24 X 36)
XXL Large Color Maps	\$40.00 (33 X 44)

SPECIAL SERVICES

Employee Strait Time	\$67.00/hour
Employee Overtime	\$89.00/hour

GENERAL SERVICES

Long-Term Parking Rates	
With Harbor Slip for boat to 40 feet	1 free/yr.
With Harbor Slip for boat over 40 feet	2 free/yr.
Additional Long-Term Permits or w/o Harbor Slip	
Vehicles up to 21 feet length of vehicle	\$20/mo
Each foot beyond 21 feet length	\$1/foot/mo
Seasonal Boat Trailer Parking Spaces (May 1 – October 15)	
With Harbor Slip Rental	\$120.00
Without Harbor Slip Rental	\$350.00
Business License	\$35.00
Additional Business License	\$25.00
Special Event License	\$25.00
Copies	\$.25 / page
Copies of audiocassette tapes or CD's	\$5.00/audiocassette or CD of City meetings (does not include audiocassette or CD)
City Code Books	\$425.00 plus cost per updates
City Property Tax Books- hardcopy	\$120.00
Electronic copy	\$ 15.00
Budget Documents	\$ 20.00
Non-Sufficient-Funds Checks	\$ 45.00
Election Board Compensation (as per CMC 2.32.020)	
Election Chairperson	\$ 12.50/hr
Election Board/Clerks	\$ 12.00/hr

BE IT FURTHER RESOLVED that these fees, rates and charges shall remain in effect until changed by further action of the City Council.

First Reading: February 2, 2011

Public Hearing & Second Reading: February 16, 2011

PASSED AND APPROVED THIS 16TH DAY OF FEBRUARY, 2011

David Reggiani, Vice Mayor

ATTEST:

Susan Bourgeois, City Clerk

Memorandum

To: Cordova City Council
From: Samantha Greenwood, City Planner
Date: 2/10/2011
Re: Site Plan Review – Chris Bourgeois

PART I. GENERAL INFORMATION

File No.: Lot 1, North Fill 1st Addition
Requested Actions: Approval of Site Plan
Applicant: Chris Bourgeois
Owners Name: Chris Bourgeois
Address: 205 Whiskey Ridge Rd. PO Box 1945
Parcel Number: 02-060-114
Zoning: Waterfront Industrial
Lot Area: 12,511 Square Feet

Attachments

Memorandum to Planning and Zoning Commission
Site Plan Application
Location Map

PART II. BACKGROUND

Chris Bourgeois submitted a site plan to build a warehouse for boats and fishing gear in the water front industrial zone. The warehouse is approximately 2,800 square feet and is described in the site plan. The Planning and Zoning Commission reviewed and unanimously passed the site plan at their February 8, 2011.

PART VI. STAFF RECOMMENDATION

Staff recommends that the City Council **APPROVE** the site plan presented by Chris Bourgeois for the construction of the 40 X 70 warehouse.

PART VII. SUGGESTED MOTION

"I move that the City Council pass the Resolution approving the site plan submitted by Chris Bourgeois to construct a warehouse in the waterfront industrial zone.

**CITY OF CORDOVA, ALASKA
RESOLUTION 02-11-09**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
APPROVING A SITE PLAN FOR CHRIS BOURGEOIS FOR CONSTRUCTION OF A
2,800 SQUARE FOOT WAREHOUSE FOR STORAGE, REPAIR AND MAINTENANCE
OF COMMERCIAL FISHING EQUIPMENT AND GEAR.**

WHEREAS, Chris Bourgeois submitted a site plan proposal for placement of a 2,800 square foot warehouse on Lot 1 Block 9 North Fill Development Park Addition 1; and

WHEREAS, the Planning and Zoning Commission, at its meeting held on February 8, 2011, reviewed the subject proposal and found it to be consistent with current zoning laws; and

WHEREAS, the Planning and Zoning Commission recommends that the City Council approve the site plan.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska, hereby approves the site plan for Chris Bourgeois for placement of a 2,800 square foot warehouse on Lot 1 Block 9 North Fill Development Park Addition 1.

PASSED AND APPROVED THIS 16th DAY OF FEBRUARY, 2011.

Dave Reggiani, Vice-Mayor

ATTEST:

Susan Bourgeois, City Clerk

Memorandum

To: City of Cordova Planning Commission
From: Samantha Greenwood, City Planner
Date: 2/10/2011
Re: Site Plan Review – Chris Bourgeois

PART I. GENERAL INFORMATION

File No.: 02-060-114
Requested Actions: Site Plan Review
Applicant: Chris Bourgeois
Owners Name: Chris Bourgeois
Address: 205 Whiskey Ridge Rd. PO Box 1945
Parcel Number: 02-060-114
Zoning: Waterfront Industrial
Lot Area: 12,511 Square Feet

Attachments:

Site Plan Application
Site Plan

PART II. BACKGROUND

Chris Bourgeois has submitted a site plan to build a warehouse for boats and fishing gear in the water front industrial zone. A warehouse with approximately 2,800 square feet warehouse space is described in the site plan.

The applicable regulations for this site plan review are the following sections:

Chapter 18.33	Waterfront Industrial District
Chapter 18.42	Site Plan Review
Chapter 18.44	Signs
Chapter 18.48	Off-street Parking, Loading and Unloading
Chapter 18.56	Lot and yard regulations

PART III. REVIEW OF APPLICABLE CRITERIA AND SUGGESTED FINDINGS

1. Uses within the waterfront commercial park district are intended to be water-dependent or water-related, and primarily those uses that are particularly related to location, recreation or commercial enterprises that derive an economic or social benefit from a waterfront location.

A warehousing facility is a permitted use in the waterfront industrial district. The warehouse will be used to store, repair and maintain commercial fishing gear. The site plan demonstrates that the set back requirements have been met.

2. A site plan review is required in the waterfront industrial prior to a building permit being issued.

A site plan has been submitted which meet the requirements in 18.42.

3. Signs are allowed in the waterfront commercial park district, subject to type, size and location.

A sign permit application must be submitted and fee paid to the Planning Department if signage is required for this building. There has not been a request for a sign.

4. Off street parking for warehouse in the waterfront zone is one parking space for every 1,000 square feet of gross building area.

There is room to park 2 vehicles at either the front or back of the warehouse.

PART VI. STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward a recommendation to the City Council to **APPROVE** the site plan review requested by Chris Bourgeois for the construction of the 40 X 70 warehouse.

PART VII. SUGGESTED MOTION

"I move that the Planning and Zoning Commission recommend to the City Council that Chris Bourgeois site plan dated 1/28/2011 to construct a warehouse in the waterfront industrial zone district be **APPROVED.**"

SITE PLAN REVIEW - ZONING APPLICATION CITY OF CORDOVA

INSTRUCTIONS

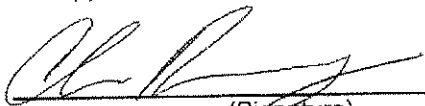
Print or type requested information. Incomplete applications will be returned to the applicant and will delay the processing of your request. All applications must be filed with the Planning Department **21 days prior to** the next Planning Commission meeting date.

TYPE OF REQUEST	FEE
Site Plan Review	varies
Residential	\$50
Multi-Family	\$100
<input checked="" type="checkbox"/> Commercial	\$150
Industrial	\$200

APPLICANT INFORMATION	
Name	Chris Bourgeois
Address	205 Whiskey Ridge Rd.
Telephone [home]	424-3126
Business Name	Bourgeois Inc / Warehouse
Business Address	205 Whiskey Ridge Rd
Telephone [business]	907 244-2446
Business FAX	
Project architect/engineer	R+m Steel Company
Address of architect/engineer	Jim Moore / Robert Robert
Telephone of architect/engineer	208-454-1800

PROPERTY/PROJECT INFORMATION	
Address of subject property	
Parcel identification number	Lot 1 North Hill dev Park addition 1
Property owner [name/address]	Chris Bourgeois
Current zoning	Waterfront Inds.
Proposed use	Warehouse
Construction start date	4/21/11
WAA	

ZONING APPLICATION	
Owner of property (if different than applicant). If multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheet if necessary.	
Real Estate Firm/Broker handling sale of property. Provide name and address. Note: <i>If you do not own the property, you must provide a copy of a Purchase Agreement or instrument acceptable to the city indicating the owner is fully aware of, and in agreement with, the requested action.</i>	
City Business License Permit Number (if applicable)	

APPLICANT CERTIFICATION	
<p>By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting necessary site inspections.</p>	
By:  (Signature)	By: _____ (Signature)
Name: <u>Chris Bourgeois</u> (Type/Print)	Name: _____ (Type/Print)
Date: <u>1/27/11</u>	Date: _____
<p>Appeal Procedures: A decision of the Planning Commission may be appealed to the Board of Adjustment. An appeal must be filed in writing with the City Clerk within ten (10) days of the decision. In accordance with the procedures outlined in Section 18.64.030 of the City of Cordova Zoning Code.</p>	

CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION	
ITEM	ACTION
Date application received:	
Fee paid:	
Does application require a public hearing?	
Planning Commission:	
City Council:	
Staff review date/reviewer name:	
Planning Commission final action:	
City Council final action:	
Other:	

SITE PLAN REVIEW 18.42

A zoning compliance permit for property within the City of Cordova expires eighteen (18) months after the date it is issued. Excavation is not considered construction.

1. Please describe the proposed construction/alteration and intended use: Commerical Fisherman Warehouse and storage
2. Please give dimensions and square footage of construction: 40x70 15' lean to one side
3. Intended use: { } Single Family { } Duplex { } Multifamily { ☒ } Commercial/Industrial
{ } Home Occupation (describe) _____ { } Mobile Building { } Change of use
4. No. of Living Units: _____ 5. No. of Bedrooms: _____
6. Has a variance been granted? { } Yes ☒ No
7. Is there a new: { } Garage? { } Carport? Is it attached to the residence? { } Yes ☒ No
8. Is there an apartment above the garage? { } Yes ☒ No
9. Off-street parking: Existing _____ Proposed _____
10. Required Setbacks: Front 20 Left Side 20 Right side 10 Rear 10 Height _____
11. Proposed Setbacks: Front 20 Left Side 20 Right side 10 Rear 10 Height _____
12. Sewage Disposal:
{ } Private marine outfall: { } Existing ☒ New Specify owner/location: _____
{ } Private on-site sewer: { } ADEC Certification Attached

NOTE: Property owners with a private system need an ADEC permit showing sewer system is operational before Permit can be issued. Please contact ADEC at (907) 225-6200

13. Water supply: { } Cistern (show on site plan) ☒ City
14. Is the construction occurring on a grandfathered structure (build prior to August 7, 1967)? NO
15. Is there a building currently on the property? { } Yes ☒ No
If YES, an As-built survey must be attached.
16. Which licensed surveyor will be doing your foundation/as-built Survey? Maybe Leo
17. Is your driveway exit and adjoining roads shown on the site plan? ☒ Yes { } No
Are you building a new driveway that exits onto a State road or highway? { } Yes ☒ No
If YES, an ADOT Driveway Permit is required. (See bottom page 4)
18. Does this property contain drainages, creeks, wetlands, or other water features? { } Yes ☒ No
Does your lot abut salt water? { } Yes ☒ No
Have you or will you be using fill to develop your lot? ☒ Yes { } No

(If you answered YES to any of the above three questions, you may need to contact the U.S. Army Corps of Engineers or other State agencies about additional permitting requirements. Please see Planning staff for information.)

19. Is this permit for a tax-exempt use? { } Yes ☒ No
20. Has a Conditional Use Permit been issued? { } Yes ☒ No
21. Is this permit for a mobile building? { } Yes ☒ No
Year _____ Model _____ Serial No. _____
22. Is your property within a Flood Plain or Coastal Zone? (see staff for interpretation) _____
Elevation Certificate/Flood Hazard form attached

APPLICATION INFORMATION

Parking: Each residential dwelling unit must have at least two (2) vehicular off-street parking spaces. Parking is permitted in the setbacks. The number of parking spaces required for public, commercial, or industrial uses can be determined by consulting the Planning Department.

Water and Sewer: Applicants must obtain a water/sewer application from City Hall. Fees vary.

Sewage Disposal: All proposed sewage systems outside of City Limits (unrestricted district) must be designed by a registered professional engineer. The engineer must submit the proposed design to the Department of Environmental Conservation (DEC) for approval. A DEC "Certificate to Install" must be attached to the zoning permit application.

Site plan, Building Height, and Building plan: *Two copies* of a site, building height, and building plan, *drawn to scale (1"=x')*, must be submitted with the application. Plans must show all property lines, roads or water ways abutting the lot, the water tank, sewer lines, drain fields (if applicable), proposed setback distances, and parking areas. Plans should identify existing or proposed foundation location and extensions beyond the foundation, landings, decks, porches, and overhangs. Please include a building height (elevation) drawing. *As-built surveys* prepared by a licensed land surveyor to establish the location of existing improvements on the property must be submitted within 60 days of issuance of Zoning Permit. Building without an as-built survey is done at your own risk.

Snow and Wind loads: 100 lbs. per square inch snow and 100 mph wind load

Lot and Yard Regulations: Cornices, canopies, eaves or other similar architectural features not providing additional floor space within the building may extend into a required yard not to exceed two ft.

Seismic Zone: 4

State-Owned Roads in Cordova

Lake Avenue

Power Creek Road

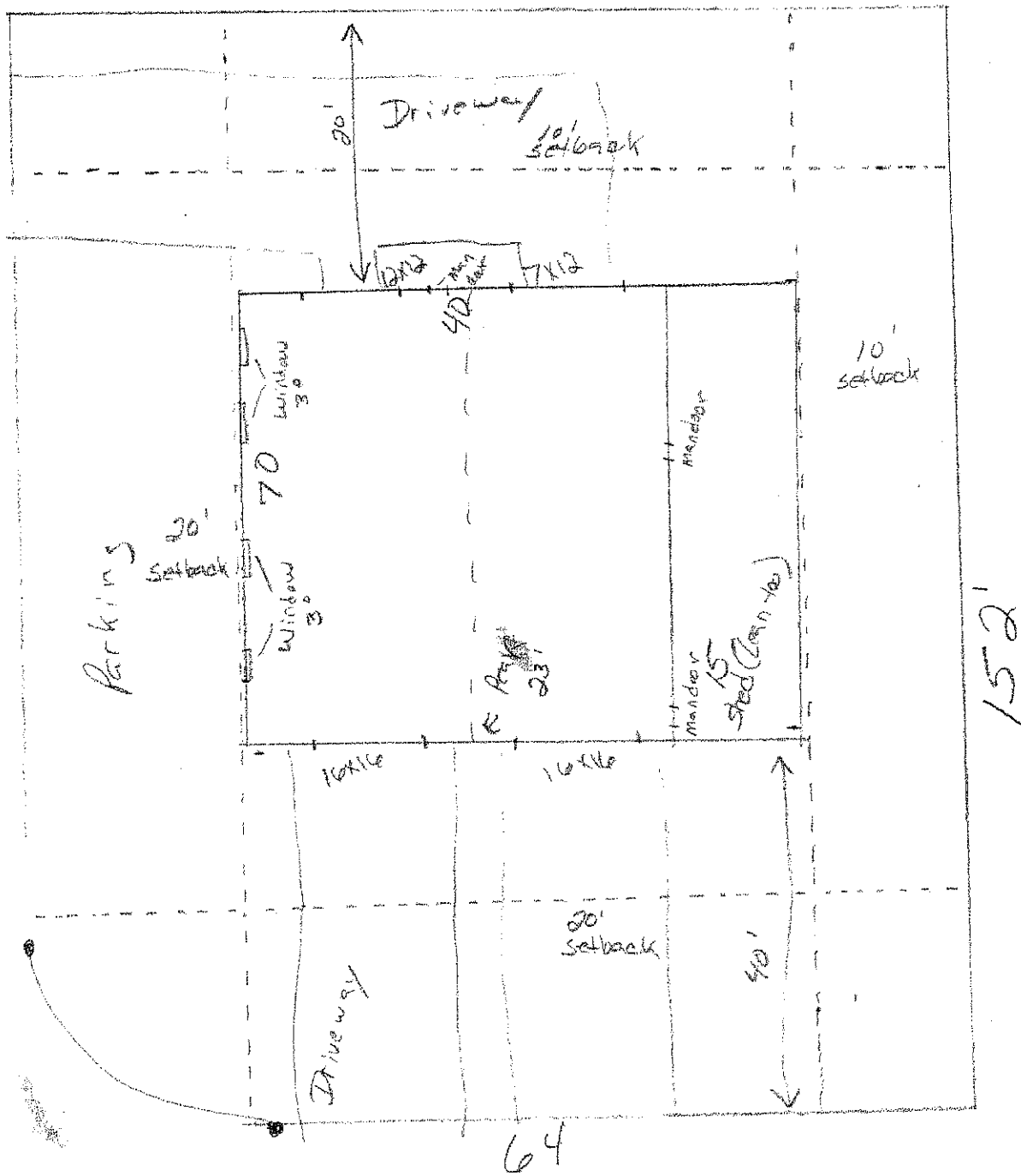
Copper River Highway/New England Cannery Road

Whitshed Road



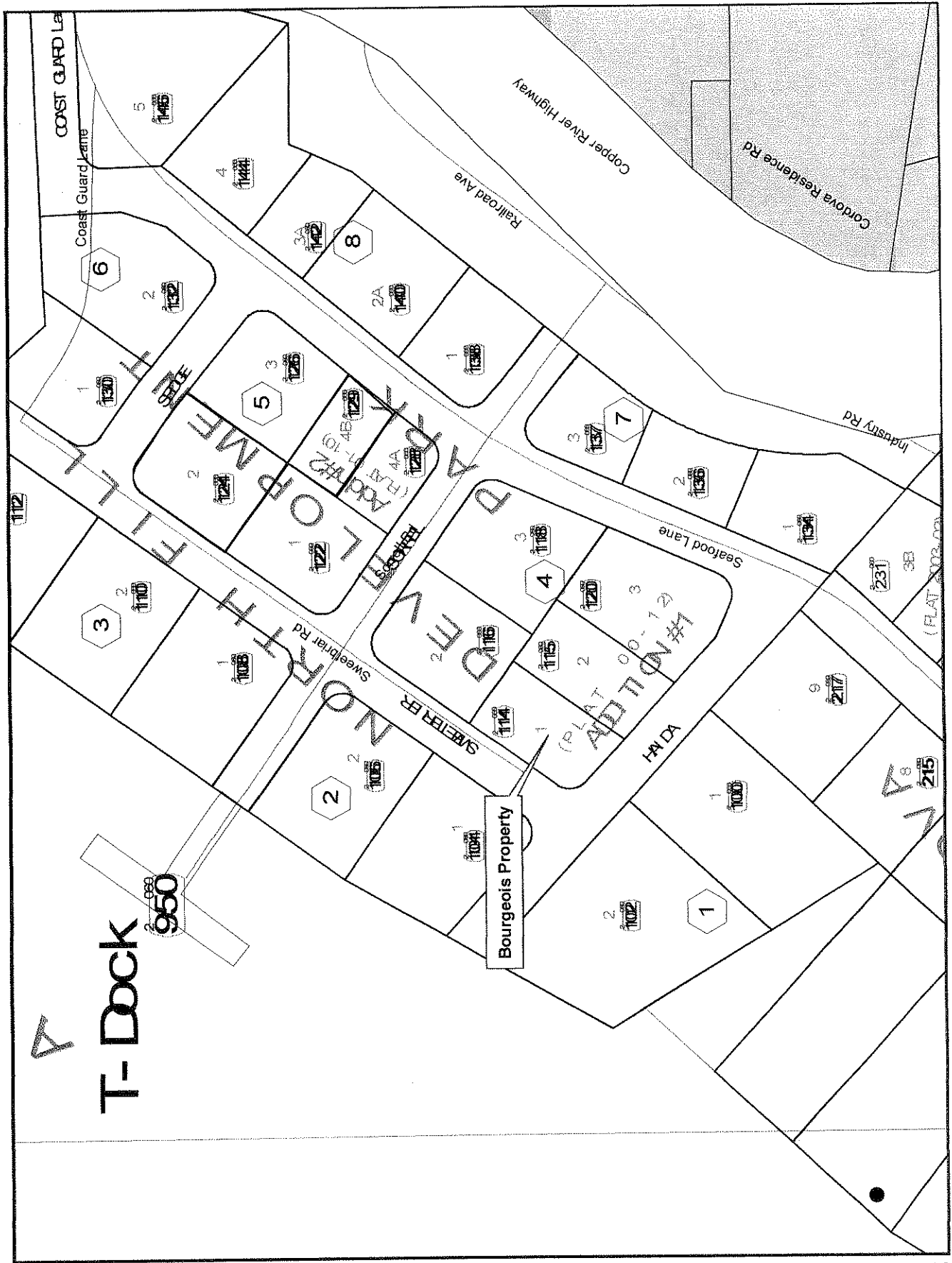
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611



Chris Bourgeois
Warehouse
RAM Steel Company
1128111

Chris Bourgeois Site Plan for Lot 1, North Fill Development Park Addition #1



This map was created by the City of Cordova Planning Dept on January 25, 2011.

This map was created by the Planning Dept. for illustration purposes only. It is not intended to be used as a survey instrument.

Memorandum

To: Cordova City Council
From: Samantha Greenwood, City Planner
Date: 2/10/2011
Re: Site Plan Review – Prince William Sound Science Center

PART I. GENERAL INFORMATION

File No.: Lot 1 Block 1 Cordova Industrial Park
Requested Actions: Approval of Site Plan Review
Applicant: Prince William Sound Science Center
Owners Name: City of Cordova
Address: PO Box 705 Cordova, AK
Parcel Number: 02-060-114
Zoning: Waterfront Industrial
Lot Area: 12,477 Square Feet

Attachments

Memorandum to Planning and Zoning Commission
Site Plan Application
Location Map

PART II. BACKGROUND

The City of Cordova owns Lot 1 Block 1 in the Cordova Industrial Park Land is currently in a lease/purchase agreement with the Prince William Sound Science Center (PWSSC) involving this lot. The PWSSC has submitted a site plan for a 7,650 square foot building composed of warehouse, office and educational space. Their current lease provided parameters for the type and use of the building that must be met with the site plan. These are shown below. The Planning and Zoning Commission reviewed and unanimously passed the site plan at their February 8, 2011.

4.1 Authorized Uses. Subject to the terms and conditions of this Lease, Lessee's use of the Premises shall be limited to (i) upon approval of a site development plan by the City in accordance with Section 4.5 hereof, construction of the Salmon Research Center, which may, but is not required to include a two or three story complex, between 6,000 and 8,000 square feet total in size, which may include offices, meeting rooms, class rooms, equipment storage, and residential quarters; (ii) the operation and maintenance of the Salmon Research Center, and (iii) such uses incidental or related thereto. The Premises shall not, without the prior written consent of the City, be used for any other purposes.

PART VI. STAFF RECOMMENDATION

Staff recommends that the City Council **APPROVE** the site plan presented by Prince William Sound Science Center for the construction of the 7,650 square foot office/warehouse building on Lot 1, Block 1 in the Cordova Industrial Park.

PART VII. SUGGESTED MOTION

"I move that the City Council pass the Resolution approving the site plan submitted by Prince William Sound Science Center for the construction of the 7,650 square foot office/warehouse building on Lot 1, Block 1 in the Cordova Industrial Park."

**CITY OF CORDOVA, ALASKA
RESOLUTION 02-11-10**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
APPROVING A SITE PLAN FOR THE PRINCE WILLIAM SOUND SCIENCE
CENTER FOR CONSTRUCTION OF A 7,650 SQUARE FOOT BUILDING COMPOSED
OF WAREHOUSE, OFFICE AND EDUCATIONAL SPACE.**

WHEREAS, The Prince William Sound Science Center submitted a site plan proposal for placement of a 7,650 square foot warehouse, office and educational space on Lot 1 Block 1 in the Cordova Industrial Park Land; and

WHEREAS, the Planning and Zoning Commission, at its meeting held on February 8, 2011, reviewed the subject proposal and found it to be consistent with current zoning laws; and

WHEREAS, the Planning and Zoning Commission recommends that the City Council approve the site plan.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska, hereby approves the site plan for Prince William Sound Science Center for placement of 7,650 square foot building composed of warehouse, office and educational space on Lot 1 Block 1 in the Cordova Industrial Park Land.

PASSED AND APPROVED THIS 16th DAY OF FEBRUARY, 2011.

Dave Reggiani, Vice-Mayor

ATTEST:

Susan Bourgeois, City Clerk

Memorandum

To: City of Cordova Planning Commission
From: Samantha Greenwood, City Planner
Date: 2/10/2011
Re: Site Plan Review – Prince William Sound Science Center

PART I. GENERAL INFORMATION

File No.: Lot 1 Block 1 Cordova Industrial Park
Requested Actions: Site Plan Review
Applicant: Prince William Sound Science Center
Owners Name: City of Cordova
Address: PO Box 705 Cordova, AK
Parcel Number: 02-060-114
Zoning: Waterfront Industrial
Lot Area: 12,477 Square Feet

Attachments:

Site Plan Application
Location Map
Site Plan

PART II. BACKGROUND

The City of Cordova who owns Lot 1 Block 1 in the Cordova Industrial Park Land are currently in a lease/purchase agreement with the Prince William Sound Science Center (PWSSC) involving this lot. The PWSSC has submitted a site plan for a 7,650 square foot building composed of warehouse, office and educational space. Their current lease provided parameters for the type and use of the building that must be met with the site plan. These are shown below.

4.1 Authorized Uses. Subject to the terms and conditions of this Lease, Lessee's use of the Premises shall be limited to (i) upon approval of a site development plan by the City in accordance with Section 4.5 hereof, construction of the Salmon Research Center, which may, but is not required to include a two or three story complex, between 6,000 and 8,000 square feet total in size, which may include offices, meeting rooms, class rooms, equipment storage, and residential quarters; (ii) the operation and maintenance of the Salmon Research Center, and (iii) such uses incidental or related thereto. The Premises shall not, without the prior written consent of the City, be used for any other purposes.

The site plan also needs to meet these applicable regulations from the following sections of city code:

Chapter 18.33	Waterfront Industrial District
Chapter 18.42	Site Plan Review
Chapter 18.44	Signs
Chapter 18.48	Off-street Parking, Loading and Unloading
Chapter 18.56	Lot and yard regulations

PART III. REVIEW OF APPLICABLE CRITERIA AND SUGGESTED FINDINGS

1. The current lease provided parameters for the proposed building

The site plan address those parameters outlined in the current lease/purchase contract.

2. Uses within the waterfront commercial park district are intended to be water-dependent or water-related, and primarily those uses that are particularly related to location, recreation or commercial enterprises that derive an economic or social benefit from a waterfront location.

The PWSSC is involved in research and educational programs that are directly related to Prince William Sound.

3. A site plan review is required in the waterfront industrial prior to a building permit being issued.

A site plan has been submitted which meet the requirements in 18.42.

4. Signs are allowed in the waterfront commercial park district, subject to type, size and location.

Provisions in the PWSSC lease addresses and will be enacted prior to a sign permit being issued.

5. Off street parking for warehouse in the waterfront zone is one parking space for every 1,000 square feet of gross warehouse space and for semipublic one for every 600 square feet of gross building area.

To meet the parking requirements a total of 11 spaces would be required these are indetified in the site plan.

PART VI. STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward a recommendation to the City Council to **APPROVE** the site plan review requested by PWSSC for the construction of the 7,650 square foot office/warehouse building on Lot 1, Block 1 in the Cordova Industrial Park.

PART VII. SUGGESTED MOTION

"I move that the Planning and Zoning Commission recommend to the City Council that Prince William Sound site plan dated 1/03/2011 to construct an office/warehouse on Lot 1, Block 1 in the Cordova Industrial Park be **APPROVED**."

SITE PLAN REVIEW - ZONING APPLICATION CITY OF CORDOVA

INSTRUCTIONS

Print or type requested information. Incomplete applications will be returned to the applicant and will delay the processing of your request. All applications must be filed with the Planning Department 21 days prior to the next Planning Commission meeting date.

TYPE OF REQUEST	FEE
Site Plan Review	varies
Residential	\$50
Multi-Family	\$100
Commercial	\$150
Industrial	\$200

APPLICANT INFORMATION	
Name	Prince William Sound Science Center
Address	P.O. Box 705 Cordova, Alaska 99574
Telephone [home]	907-424-5800
Business Name	Same
Business Address	Same
Telephone [business]	907-424-5800
Business FAX	907-424-5820
Project architect/engineer	IN HOUSE DESIGN - RJ KOPCHAK
Address of architect/engineer	AS ABOVE
Telephone of architect/engineer	907-424-5800 ext 235 rjkopchak@pwssc.org

PROPERTY/PROJECT INFORMATION	
Address of subject property	317 Seafood Lane
Parcel identification number	02-059-201
Property owner [name/address]	City of Cordova - lease option to PRINCE WILLIAM SOUND SCIENCE CENTER
Current zoning	WATERFRONT INDUSTRIAL DISTRICT
Proposed use	OFFICES, STORAGE, EDUCATION, MEETINGS
Construction start date	MAY 2012
WAA	

ZONING APPLICATION	
Owner of property (if different than applicant). If multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheet if necessary.	City of Cordova
Real Estate Firm/Broker handling sale of property. Provide name and address. <i>Note:</i> If you do not own the property, you must provide a copy of a Purchase Agreement or instrument acceptable to the city indicating the owner is fully aware of, and in agreement with, the requested action.	Lease / Purchase agreement w/ city of Cordova - on file - City Hall
City Business License Permit Number (if applicable)	5778

APPLICANT CERTIFICATION	
<p>By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting necessary site inspections.</p>	
By: <u>Robert J. Kopchak</u> (Signature)	By: _____ (Signature)
Name: <u>Robert J. Kopchak</u> (Type/Print)	Name: _____ (Type/Print)
Date: <u>Jan. 3, 2011</u>	Date: _____
<p>Appeal Procedures: A decision of the Planning Commission may be appealed to the Board of Adjustment. An appeal must be filed in writing with the City Clerk within ten (10) days of the decision. In accordance with the procedures outlined in Section 18.64.030 of the City of Cordova Zoning Code.</p>	
CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION	
ITEM	ACTION
Date application received:	
Fee paid:	
Does application require a public hearing?	
Planning Commission:	
City Council:	
Staff review date/reviewer name:	
Planning Commission final action:	
City Council final action:	
Other:	

SITE PLAN REVIEW 18.42

A zoning compliance permit for property within the City of Cordova expires eighteen (18) months after the date it is issued. Excavation is not considered construction.

1. Please describe the proposed construction/alteration and intended use: a Two story Metal Sided building serving Research, Monitoring, Education & Warehousing
2. Please give dimensions and square footage of construction: 120 x 45 - 7,650 sq ft.
3. Intended use: { } Single Family { } Duplex { } Multifamily { ☒ } Commercial/Industrial
{ } Home Occupation (describe) _____ { } Mobile Building { } Change of use
4. No. of Living Units: N/A 5. No. of Bedrooms: N/A
6. Has a variance been granted? N/A { } Yes { } No
7. Is there a new: { } Garage? { } Carport? N/A Is it attached to the residence? { } Yes { } No
8. Is there an apartment above the garage? N/A { } Yes { } No
9. Off-street parking: Existing _____ Proposed 11 SPACES
10. Required Setbacks: Front 20 Left Side UBC Right side UBC Rear UBC Height UBC
11. Proposed Setbacks: Front 20 Left Side 5 Right side 20 Rear 10 Height 34±
12. Sewage Disposal:
{ } Private marine outfall: ☒ Existing { } New Specify owner/location: _____
{ } Private on-site sewer: { } ADEC Certification Attached

NOTE: Property owners with a private system need an ADEC permit showing sewer system is operational before Permit can be issued. Please contact ADEC at (907) 225-6200

13. Water supply: { } Cistern (show on site plan) { ☒ } City
14. Is the construction occurring on a grandfathered structure (build prior to August 7, 1967)? NO
15. Is there a building currently on the property? { } Yes { ☒ } No
If YES, an As-built survey must be attached. To be removed - see Aerial
16. Which licensed surveyor will be doing your foundation/as-built Survey? Leo AMERICUS
17. Is your driveway exit and adjoining roads shown on the site plan? { ☒ } Yes { } No
Are you building a new driveway that exits onto a State road or highway? { } Yes { ☒ } No
If YES, an ADOT Driveway Permit is required. (See bottom page 4)
18. Does this property contain drainages, creeks, wetlands, or other water features? { } Yes { ☒ } No
Does your lot abut salt water? { } Yes { ☒ } No
Have you or will you be using fill to develop your lot? { } Yes { ☒ } No

(If you answered YES to any of the above three questions, you may need to contact the U.S. Army Corps of Engineers or other State agencies about additional permitting requirements. Please see Planning staff for information.)

19. Is this permit for a tax-exempt use? { } Yes { ☒ } No
20. Has a Conditional Use Permit been issued? { } Yes { ☒ } No
21. Is this permit for a mobile building? { } Yes { ☒ } No
Year _____ Model _____ Serial No. _____
22. Is your property within a Flood Plain or Coastal Zone? (see staff for interpretation) _____
Elevation Certificate/Flood Hazard form attached

APPLICATION INFORMATION

Parking: Each residential dwelling unit must have at least two (2) vehicular off-street parking spaces. Parking is permitted in the setbacks. The number of parking spaces required for public, commercial, or industrial uses can be determined by consulting the Planning Department.

Water and Sewer: Applicants must obtain a water/sewer application from City Hall. Fees vary.

Sewage Disposal: All proposed sewage systems outside of City Limits (unrestricted district) must be designed by a registered professional engineer. The engineer must submit the proposed design to the Department of Environmental Conservation (DEC) for approval. A DEC "Certificate to Install" must be attached to the zoning permit application.

Site plan, Building Height, and Building plan: Two copies of a site, building height, and building plan, *drawn to scale (1"=x')*, must be submitted with the application. Plans must show all property lines, roads or water ways abutting the lot, the water tank, sewer lines, drain fields (if applicable), proposed setback distances, and parking areas. Plans should identify existing or proposed foundation location and extensions beyond the foundation, landings, decks, porches, and overhangs. Please include a building height (elevation) drawing. As-built surveys prepared by a licensed land surveyor to establish the location of existing improvements on the property must be submitted within 60 days of issuance of Zoning Permit. Building without an as-built survey is done at your own risk.

Snow and Wind loads: 100 lbs. per square inch snow and 100 mph wind load

Lot and Yard Regulations: Cornices, canopies, eaves or other similar architectural features not providing additional floor space within the building may extend into a required yard not to exceed two ft.

Seismic Zone: 4

State-Owned Roads in Cordova

Lake Avenue

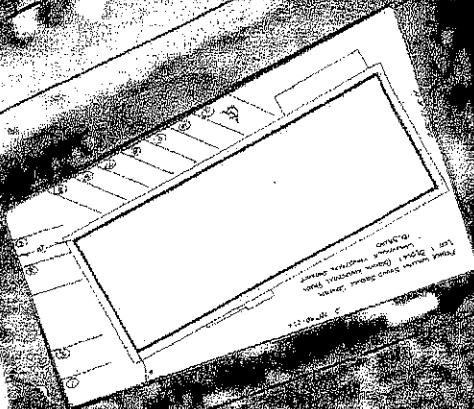
Power Creek Road

Copper River Highway/New England Cannery Road

Whitshed Road



SITE DEVELOPMENT PLAN
PRINCE WILLIAM SOUND SCIENCE CENTER
LOT 1, BLOCK 1, CORDOVA INDUSTRIAL PARK
ZONE: WATERFRONT INDUSTRIAL PARK 18.33.010
AERIAL PHOTO SHOWING RELATIONSHIP TO
ROAD TRAVELWAYS AND ADJACENT BUILDINGS

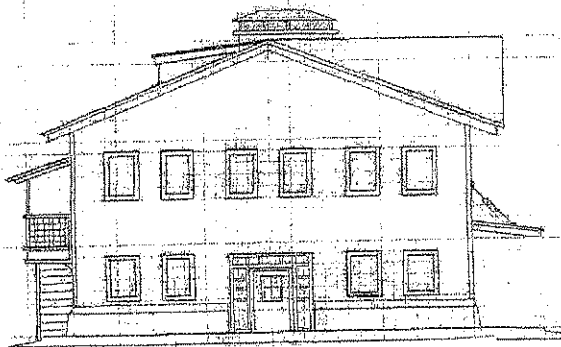




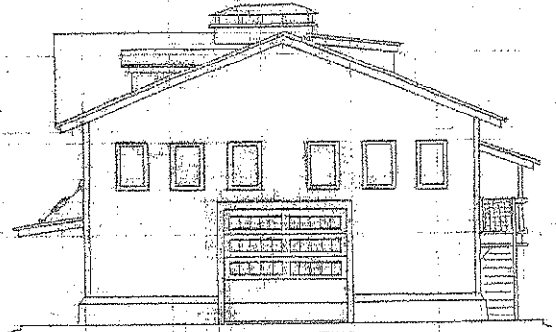
SITE DEVELOPMENT PLAN
PRINCE WILLIAM SOUND SCIENCE CENTER
LOT 1, BLOCK 1, CORDOVA INDUSTRIAL PARK
ZONE: WATERFRONT INDUSTRIAL PARK 18:33:010



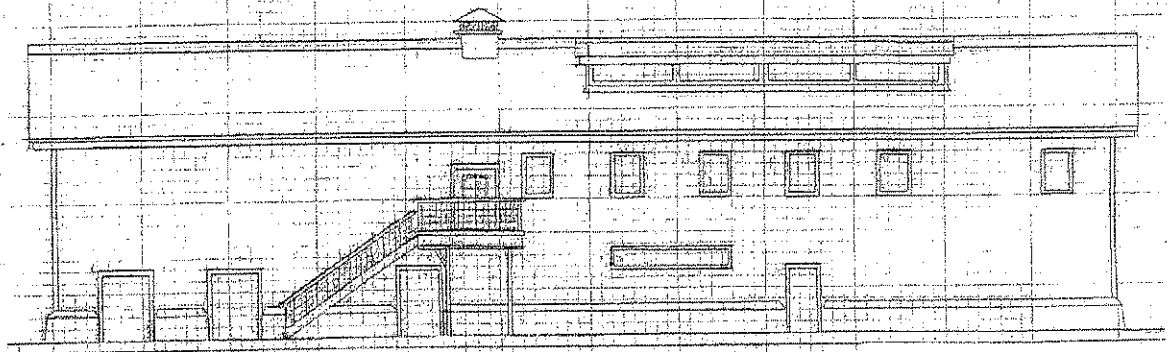
PRINCE WILLIAM SOUND SCIENCE CENTER ~ LOOKING NORTH



~ LOOKING EAST



~ LOOKING WEST



~ LOOKING SOUTH

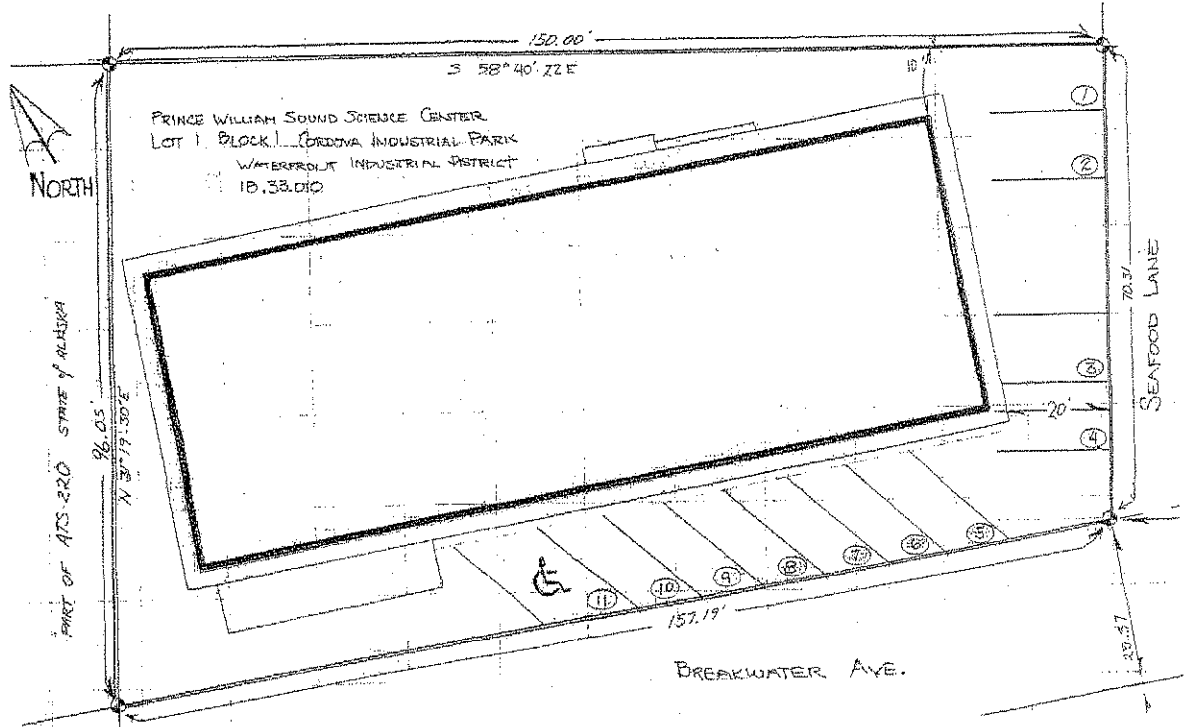


PRINCE WILLIAM SOUND SCIENCE CENTER
PO BOX 705, CORDOVA, ALASKA 99574
907-424-5800

LOT 1, BLOCK 1, CORDOVA INDUSTRIAL PARK
ZONE: WATERFRONT INDUSTRIAL PARK

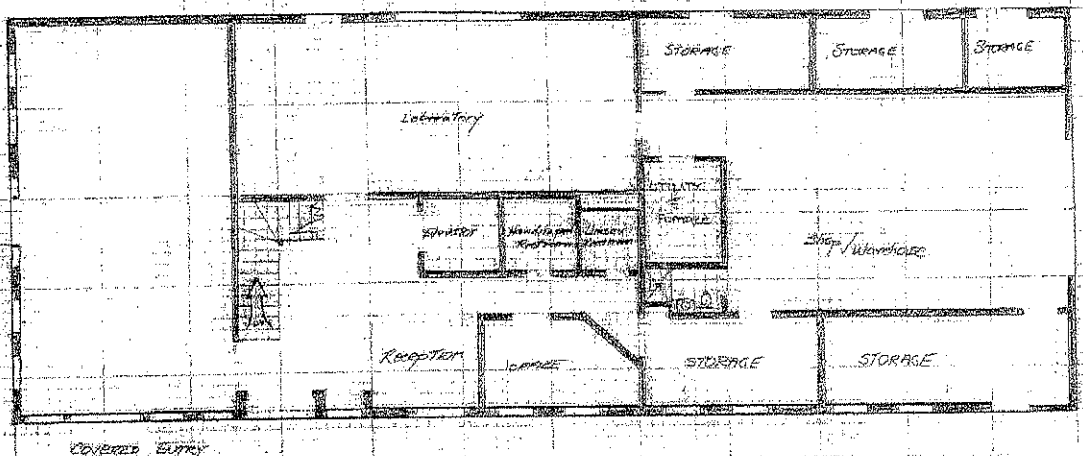
Warehouse/Storage - 2,250 sq.ft.
Offices - 6,150 sq.ft.

PARKING PLAN AND FLOOR PLANS

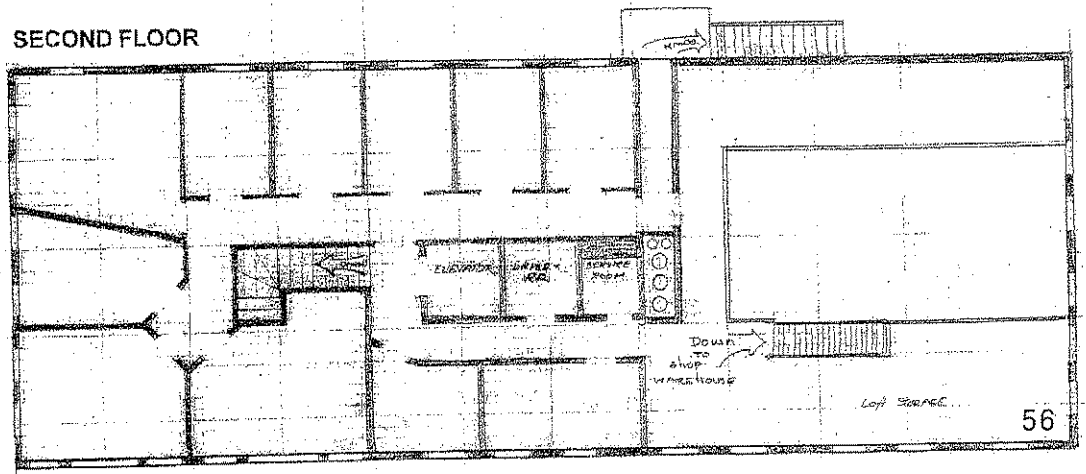


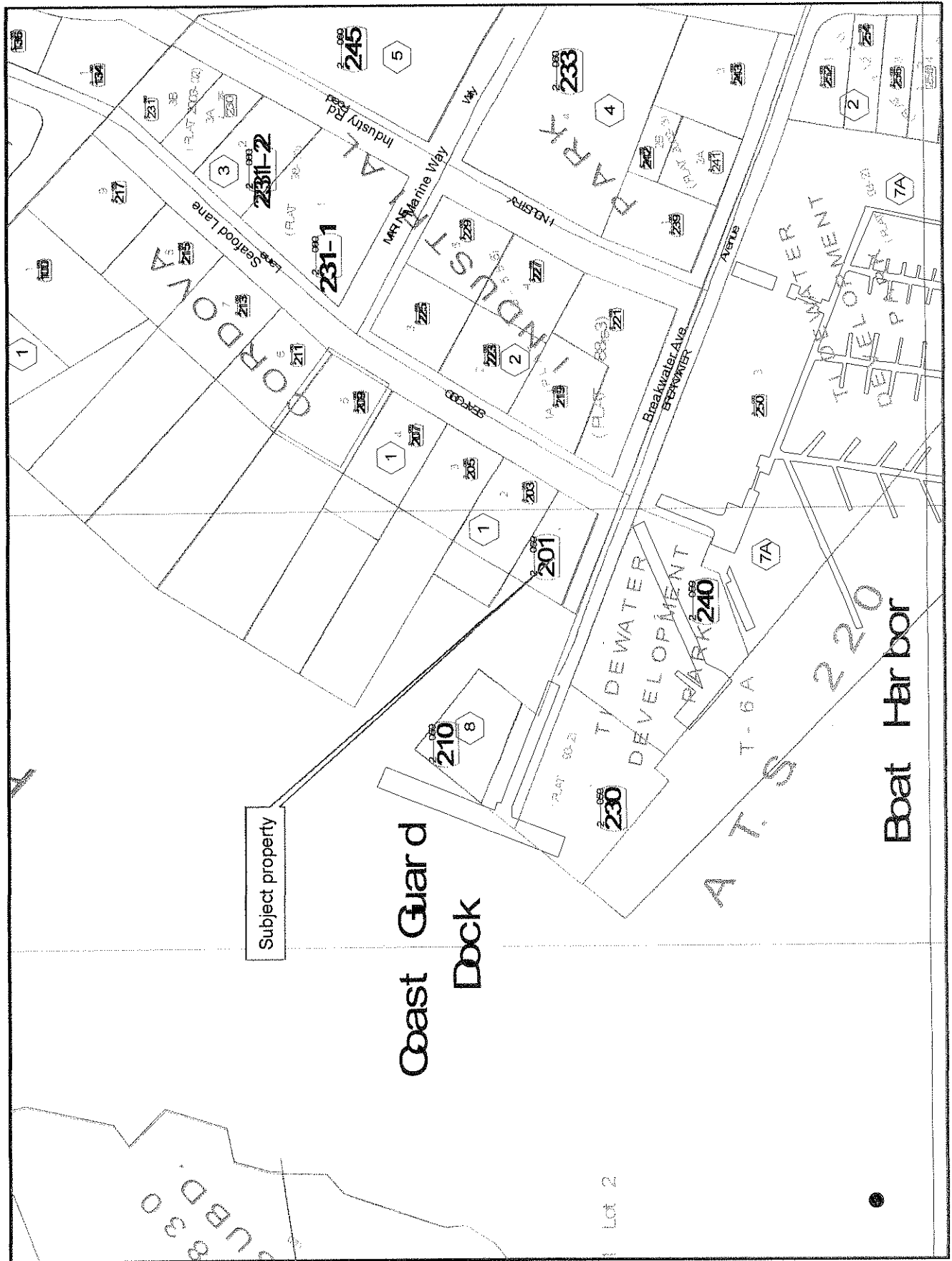
FIRST FLOOR

SCALE
0 5 10



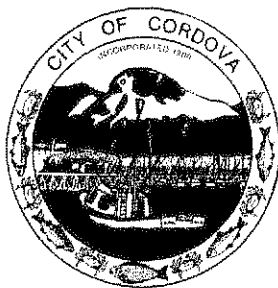
SECOND FLOOR





This map was created by the City of Cordova Planning Dept on January 25, 2011.

This map was created by the Planning Dept. for illustration purposes only. It is not intended to be used as a survey instrument.



City of Cordova
602 Railroad Ave.
P.O. Box 1210
Cordova, Alaska 99574
Phone: (907) 424-6200
Fax: (907) 424-6000
Email: citymanager@cityofcordova.net
Web: www.cityofcordova.net

CITY OF CORDOVA

Office of City Manager

February 9, 2011

Memo to City Council
Re: Capital Improvement Projects

I am writing this memo from Juneau where I've been working to secure Capital Project money for Cordova. From the meetings and discussions I've had it has become apparent that the CIP list that we developed needs to be condensed to fewer items. Based on that need I have condensed it to the list found on the accompanying resolution for purposes of submission to the legislature. Of course, we can maintain the entire list for our own purposes and for future planning.

Of the items on the CIP list I have submitted items 1-9 the State Legislature, and items 2, 3, 5 & 7 to Senator Murkowski. I will be submitting the same to Senator Begich and Representative Young. I did not submit item 10 because we are so early in the planning process, and I did not submit item 11 because it must be funded by bonding to qualify for Department of Education reimbursement. Nine items is still quite a list for the State, but after speaking with Representative Thomas' office we felt the list was acceptable. For items 6 & 7 we only asked for engineering money to get the projects started.

For the Alaska legislature I was asked to provide a resolution supporting these projects. The deadline for submission of the projects was Friday, February 11, but I was told that the resolution will be accepted as support even though it will be late.

Jim Kacsh, Robert Beedle, John Bitney, and I have been working hard this week on behalf of the citizens of Cordova, and I feel we will be in a good position for potential funding with this CIP list.

Thank you

Mark Lynch
City Manager

**CITY OF CORDOVA, ALASKA
RESOLUTION 02-11-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
DESIGNATING CAPITAL IMPROVEMENT PROJECTS.**

WHEREAS, the Cordova City Council has identified several Capital Improvement projects that will benefit the citizens of Cordova, and in several cases the entirety of Prince William Sound; and

WHEREAS, the City Council of the City of Cordova has identified the following Capital Improvement projects as being critical to the future well being and economy of Cordova and the surrounding area:

1. Hospital roof replacement & other minor exterior repairs.
2. Breakwater Extension.
3. North Fill Boat Ramp Improvements.
4. Water / Wastewater plant upgrades.
5. Shipyard Building.
6. Public Safety Building.
7. Shipyard Fill.
8. Sawmill Avenue Trail.
9. South Fill Sidewalks.
10. Recreation building.
11. High School Innovative Learning Program (ILP) Building.

and;

WHEREAS, some or all of these projects will be submitted to State or Federal legislators and agencies as Capital Improvement projects in the City of Cordova, Alaska.

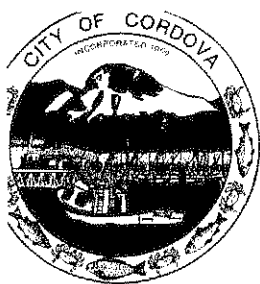
NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska, hereby designates the above listed projects as Capital Improvement projects.

PASSED AND APPROVED THIS 16th DAY OF FEBRUARY, 2011

Dave Reggiani, Vice Mayor

ATTEST:

Susan Bourgeois, City Clerk



City of Cordova
602 Railroad Ave.
P.O. Box 1210
Cordova, Alaska 99574
Phone: (907) 424-6200
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Email: citymanager@cityofcordova.net
Web: www.cityofcordova.net

CITY OF CORDOVA

Office of City Manager

February 4, 2011

Memo to City Council
Re: Harbor Commission

I am attaching three documents forwarded to me from Harbormaster Muma concerning the Harbor Commission. These are:

1. Harbor Commission history, showing meetings that were held or cancelled over the past six years. You can see that establishing a quorum has been an ongoing problem.
2. Meeting Attendance Memo written in January of 2009 by Harbormaster Muma to the Harbor Commission members attempting to get them to attend meetings.
3. A memo from Harbormaster Muma to the City Manager recommending abolishment of the Harbor Commission.

I concur with the finding of Harbormaster Muma. Since we have professional and dedicated staff in Cordova, and because the Harbormaster works daily to manage and oversee the harbor and port and the needs thereof, I believe that future recommendations for harbor/port related needs can be effectively directed from the Harbormaster and/or City Manager to Council for action.

The Harbor Commission is not required by the Cordova Charter, but is established in CMC 11.08.020. If Council desires to eliminate the Harbor Commission I will prepare an Ordinance for the next Council meeting. The portion of City Code that would be eliminated is as follows in italics:

11.08.020 - Harbor commission.

A. A harbor commission shall be established for the purpose of advising the city council on the operation, maintenance and improvement of the city's port and harbor facilities, and for such additional purposes as the city council may from time to time designate. The harbor commission shall consist of five voting members. The city manager and harbormaster shall be ex officio members of the commission and shall have the right of the floor to participate in all discussions, however, they shall not have a vote. The commission shall elect a chairman and vice-chairman from its membership each January.

B. Only residents of the city who qualify as municipal voters pursuant to Section 2.08.010 of this code shall be entitled to serve on the harbor commission. One of the members of the commission shall be designated by the council from its number. Each of the remaining four members shall be nominated by the mayor and confirmed by the council.

C. Terms of membership for the members, not including the council member, shall be for three years each or until a successor in office is appointed by the council. Terms of individual members shall be overlapping, and shall commence January 1st of each year. The member from the council shall serve at the pleasure of the council. Members shall serve without compensation.

D. The harbor commission shall hold a minimum of one meeting per quarter or as needed at a date, time and place as set by the commission, except that the commission shall not be required to have meetings during the fishing season or any like period as may hereafter be set by the commission, during any given year, said period not to exceed six months.

E. The harbor commission shall conduct its meeting in accordance with Robert's Rules of Order.

F. The unexpired portion of any term remaining after a vacancy exists on the commission shall be filled as the original appointment.

G. The harbor commission shall recommend for adoption by the city council a general plan for the harbor, harbor rules and regulations, and harbor privilege fees, payments and assessments, which recommendation shall be presented to the city council, in writing, by the city manager at the first regular city council meeting in the month of March each year.

H. The harbor commission shall review all plans for construction and development within the confines of the port and harbor or anywhere within ATS 220, and shall report to the city council the expected impact of such construction or development on the port and harbor. The harbor commission shall make appropriate recommendations to the council concerning such construction or development.

11.08.030 - Absences to terminate membership.

A. If a commissioner is absent from more than one-half of all the regular meetings of the harbor commission held within the period of one year, without being excused from attending such meetings, the chair of the commission shall declare the commissioner's seat vacant, except that in the case of a commissioner appointed from the council, the chair of the commission shall report such commissioner's unexcused absences to the council. The commission shall determine whether any absence is excused.

B. For purposes of this section, an absence will be considered excused if due to the following causes and shall require approval by the commission at the next regularly scheduled meeting:

- 1. The illness or injury of the commissioner or a family member;*
- 2. The death of a family member;*
- 3. An employment-related commitment;*
- 4. A commitment for city business; or*
- 5. Other good cause approved by the commission.*

C. Whenever possible, absences should be noticed to the commission chair prior to the meeting for purposes of securing a quorum at the meeting.

D. A commissioner may participate in a commission meeting by teleconference.

Thank you

Mark Lynch
City Manager

Harbor Commission History

2005

Jan. **No quorum**
 Mar. MEETING
 Sept. MEETING
 Dec. **No quorum**

2006

Jan.	MEETING	10/3 - Special Meeting of Boat Haulout Committee
Mar.	No quorum	10/17 - Work Session of Harbor Comm./Boat Haulout Committee
Sept.	No quorum	10/17 -Special Meeting of Harbor Commission
Dec.	No quorum	

2007

Jan.	No quorum	1/07 -Work Session Harbor Comm./ Boat Haulout Committee
Mar.	Cancelled	2/6 - Special meeting of Harbor Comm./ Boat Haulout Committee
Sept.	No quorum	2/27- Special Meeting of Harbor Comm./Boat Haulout Committee
Dec.	No quorum	3/07-Special Meeting of Harbor Comm./ Boat Haulout Committee

2008

Jan. **No quorum**
 May MEETING
 Sept. MEETING
 Dec. **No quorum**

2009

Jan. MEETING
 April **No quorum**
 Sept. MEETING
 Nov. **No quorum**

2010

Jan. MEETING
 April Cancelled
 Sept. **No quorum**
 Nov. **No quorum**

** Out of a possible 24 regular meetings during this time period, the Harbor Commission has had 8 meetings.

January 13, 2009

FROM: Harbormaster
TO: Harbor Commission
RE: Meeting Attendance

I am becoming concerned with the lack of attendance at our Harbor Commission meetings. We have only five members which means that we need at least three members to have a quorum required to have a meeting. In order to continue as a commission and conduct business, it is necessary that we have a quorum at every meeting. We have set regularly scheduled meeting dates to be as convenient as possible for all involved. These dates are scheduled well in advance so that you know exactly when we will be meeting and you can plan your schedule around them. We meet the 4th Tues of January, April, September and November. This commission chose these dates as the best possible dates to allow for meetings to be well attended. I know that work may interfere with some meeting dates, however, we have only four meetings a year and if you feel that the dates scheduled for meetings is not working for you, you may want to consider resigning from the commission.

If we are to proceed as a commission, which considers harbor issues, it is very important that all members attend each and every meeting. We have some important issues before us concerning rates and regulations for the future Travelift Facility and only two regular meetings prior to the busy season beginning to look at these items and forward your recommendation to council.

If we continue to have poor attendance, no quorum, cancelled meetings etc. I will recommend to council to do away with the harbor commission for lack of interest.

MEMO

DATE: January 6, 2011

TO: City Manager Lynch

FROM: Harbormaster Muma

RE: Harbor Commission

In regards to the Harbor Commission and Harbor Commission meetings, my frustration stems from the lack of a quorum at a majority of our meetings over the last five years and a lack of interest by community members to fill vacant seats on the commission. At one point in late 2008, I polled the members of the commission to find out which months and days would work best for each member to hold our quarterly meetings. Based on this input, meeting dates were changed to improve attendance. We still failed to get a quorum at most meetings. In early 2009, I wrote a short memo to all members of the commission expressing the importance of attendance at these meetings (see attached). This also failed to improve things.

In recent years, most recommendations, regarding harbor issues, that would normally come from the Harbor Commission, have come from me due to lack of action by the Harbor Commission because of no quorum at our meetings. I believe this course of action has served the city well in that my recommendations have always been in the best interest of the harbor and the city. It has become apparent to me that the Harbor Commission is no longer an essential decision making body. Based on the attached document showing the history of Harbor Commission meetings, it is evident that the harbor has and can operate in a responsible manner without the additional input from this advisory commission. As we all are aware, the City Council has the final say in all issues regardless of any recommendation a commission, committee or department head may make.

In the event of future large harbor projects or major issues, a short term committee could be formed to make important decisions/recommendations to the council. For day to day operations and smaller projects, the harbormaster should have the ability, authority and knowledge to make recommendations to the council.

Based on the information provided here, it is my recommendation to abolish the Harbor Commission.



City of Cordova
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Cordova, Alaska 99574

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Web: www.cityofcordova.net

CITY OF CORDOVA

Office of City Manager

February 10, 2011

Memo to City Council

Re: Engineering Services for the City of Cordova's Waste Water Treatment Plant

CMC 5.12.040 "Council approval of contracts" says:

No contract for supplies, services or construction which obligates the city to pay more than fifteen thousand dollars may be executed unless the council has approved a memorandum setting forth the following essential terms of the contract:

- A. The identity of the contractor;*
- B. The contract price;*
- C. The nature and quantity of the performance that the city shall receive under the contract; and*
- D. The time for performance under the contract.*

I recommend the city enter into a contract with CH2MHILL of Anchorage, Alaska, to perform conceptual design work for Engineering Services for the City of Cordova's Waste Water Treatment Plant (WWTP).

The contract price is \$165,000.

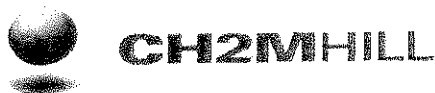
The nature and quantity of the performance the city shall receive is set forth in the attached "Engineering Services Proposal for City of Cordova's Waste Water Treatment Plant (WWTP) Facility Plan."

The time for performance under the contract is set forth in the schedule on page 5 of the proposal.

Recommended action: Voice Vote.

I move to direct the City Manager to enter into the attached contract with CH2MHILL for Engineering Services for the City of Cordova's Waste Water Treatment Plant (WWTP).

Thank you,
Mark Lynch
City Manager



CH2M HILL
949 East 36th Avenue
Anchorage, AK 99508
Tel 907-762-1500
Fax 907-257-2000

February 9, 2011

Mark Lynch
City Manager
City of Cordova
P.O. Box 1210
Cordova, AK 99574

Subject: Engineering Services Proposal for City of Cordova's
Wastewater Treatment Plant (WWTP) Facility Plan

Dear Mr. Lynch:

CH2M HILL appreciates the opportunity to assist the City of Cordova (City) on this important wastewater treatment evaluation project. This letter is in direct response to your request for CH2M HILL's scope of work and lump sum fee proposal to prepare a Wastewater Treatment Plant (WWTP) Facility Plan.

The project's goal is to identify alternatives for improving the WWTP treatment processes, upgrading the overall facility, making recommendations for the most appropriate options, and providing order-of-magnitude cost estimates for the recommended improvements.

Project Understanding

The City currently receives its wastewater from various lift stations around town. The original WWTP was constructed in the mid 1970s and consisted of a circular package plant with two aeration basins, secondary clarifier, chlorine contact tank, and sludge digester. In 2005, a headworks with a primary screening and grit removal was added as well as solids handling.

The City received a Notice of Violation from the Alaska Department of Environmental Conservation (ADEC), dated November 30, 2010, that listed a total of 145 violations of the City's NPDES Discharge Permit relating to the fecal coliform limits. The WWTP has also violated their Discharge Permit on BOD, TSS, DO, and pH. ADEC has developed a new Draft Discharge Permit that will be issued and will also establish a Compliance Order by Consent (COBC) that will set a schedule by which the City must bring their WWTP into compliance with their NPDES Discharge Permit.

This project will provide the City with a Facility Plan which is the first step in the COBC. The Facility Plan will identify alternatives for upgrading the WWTP plant to replace or repair the aging equipment to provide the City with a plant that will meet the new Discharge Permit, as described in the following scope of work.

Task 1 - WWTP Facility Plan

The following is a more detailed description of the steps that lead to a successful WWTP Facility Plan:

Task 1.1 Operational Site Visit (Completed)

CH2M HILL will send an Operational Specialist and an Engineer to Cordova to work with the WWTP operator and to observe the current operational procedures used in the plant. Our Operational Specialist will make recommendations on improvements to operations, maintenance, testing, and record keeping procedures.

Task 1.1 Deliverables

Summary of Findings Report

Task 1.2 Site Visit and Information Gathering

On receipt of Notice to Proceed (NTP), the CH2M HILL will hold a kickoff meeting and site review in Cordova. Initial discussions will be with the City personnel to get an overview of the community's needs and concerns. During the visit, we will conduct a technical review of the existing wastewater facilities and gather additional information for the plant including operational data, design plans and specifications from previous plant upgrades, and previous studies conducted in Cordova.

CH2M HILL will also conduct research out of the Anchorage office. This amounts to a literature review, and includes contacting such agencies as the Alaska Department of Community and Economic Development (ADCED), ADEC, and other agencies to obtain any relevant information on the community (such as technical reports, mapping information, statistics, etc.) and to open dialogues on any guidance or concerns they may wish to offer.

Task 1.3 Conduct Condition Assessment

Based on the deficiencies identified in the Operational Site Visit, a more detailed condition assessment will be conducted to assess the condition and anticipated remaining life of the tanks and equipment at the plant.

Some of the deficiencies noted in the Operational Site Visit include:

- Influent screening is not covered leading to odor problems and cold weather freezing conditions.
- There is a leak between the aeration basin and digester compartments.
- The blowers are old and can only be operated at a single speed leading to insufficient aeration control in the aeration basins.
- The sludge pipeline from the secondary clarifier to the solids handling equipment is buried shallow, which has led to freezing problems.
- There is no current disinfection being provided at the plant which has led to the numerous fecal coliform violations.

The condition assessment may require shutdowns and/or bypasses in order to adequately inspect and assess the condition of some of the existing processes. Some inspections may be completed from the tank exterior.

Task 1.3 Deliverables
Condition Assessment Report

Task 1.4 Develop and Evaluate Alternatives for WWTP Improvements

Using the information compiled in the previous tasks, CH2M HILL will develop a list of wastewater improvements that can be made to the WWTP to upgrade the plant deficiencies.

The alternatives will be broken down into two phases; short-term improvements that can be made to meet permit compliance and to improve operations, and long-term improvements that will look at upgrades to the treatment processes.

A draft list of prioritized projects and the estimated costs recommended for capital improvements will be provided to the City for discussion and review. Assessment of the priorities will require input from the City to best reflect your needs in recognition of capital improvement funding constraints.

Task 1.5 Draft Facility Plan

Identified alternatives and costs will be summarized in a draft report for review by the City.

We propose that a workshop be held to incorporate the City's comments related to the draft report. A comment tracking form will be used to ensure that City's comments are addressed and documented for future use.

Community input would be weighed against the many alternatives and the best ones would be selected. "Best" means several things at this point: compatible with the community's capacity to sustain such services, harmonious with the community in terms of its accepted ways and stated wishes, and technically sound and clear.

The resulting "short list" of alternatives would be further investigated and developed, and specific design criteria would be worked out. The first implementation phase would also be worked out in greater detail. This information would be brought into the draft of the Facility Plan. The plan would be submitted for review by the City, ADEC, and other interested parties, and presented to the village at a meeting in Cordova.

Task 1.5 Deliverables
Draft Facility Plan

Task 1.6 Final Facility Plan

Based on the preliminary review comments from the City, a final prioritized project list will be completed. A final report will be issued, which incorporates the City's comments and includes an executive summary. The endorsement of the final review sets the plan in place and shows the community the way forward to comply with the future permit.

Task 1.6 Deliverables
Final Facility Plan

Task 1.7 Project Management, Contract Administration, and Project Accounting

Project management includes subtasks required to set up the project, regularly communicate and update City staff, coordinate design activities, assure QA/QC of deliverables, direct and coordinate project personnel, prepare invoices, attend meetings, closeout the pre-design phase,

and address any general project management issues that arise during execution of the preliminary design phase. Monthly invoices will be prepared along with a brief status report.

Task 1.7 Deliverables

Monthly Invoices and Status Reports

Key Project Team Members

Our proposed Preliminary Design team:

Discipline	Lead
Project Manager	Ian Van Blankenstein, P.E.
Senior Review	Tom Wolf, P.E.
Senior Principal Process Technologist	Doug Berschauer, P.E.
Process Engineer	Cindy Titus, P.E.
Project Engineer	Katie Winter, P.E.
Structural	Mark Parent, P.E.
Electrical /Instrumentation and Control	Breck Alderson, P.E.
Mechanical	Jeff Sever, P.E.
WWTP Operations	Mike Re

Engineering Fee Lump Sum Amount

The engineering fee is based on CH2M HILL completing project tasks identified in this proposal. The total proposed fee is a lump sum amount of \$165,000 as detailed in the table below:

Wastewater Treatment Plant Facility Plan – Lump Sum Engineering Fee Table		
Task 1.1	Operational Evaluation	\$15,000
Task 1.2	Site Visit and Information Gathering	\$20,000
Task 1.3	Condition Assessment	\$22,000
Task 1.4	Develop and Evaluate Alternatives	\$28,000
Task 1.5	Draft Facility Plan	\$40,000
Task 1.6	Final Facility Plan	\$25,000
Task 1.7	Project Management	\$15,000
TOTAL	Contract Lump Sum Amount	\$165,000

Schedule

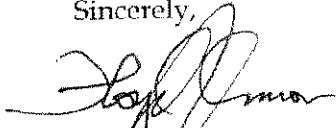
The following schedule will apply provided the Notice to Proceed is obtained by March 1, 2011.

Operational Evaluation	February 2011
Site Visit	March-April 2011
Perform Condition Assessment	May 2011
Wastewater Sampling	May-June 2011
Draft Facility Plan	October 2011
Final Facility Plan	January 2012

We appreciate the opportunity to submit this proposal and look forward to working with you and your staff. This project will provide high value to the City because it is an important and necessary step to allow the City to meet regulatory requirements and discharge high quality effluent to Orca Inlet. It will also demonstrate to the regulators how the City is on track with meeting the Compliance Schedule.

Please contact me if you have any questions.

Sincerely,



Floyd Damron, P.E.
VP & Senior Project Manager

C: Tom Cohenour, Public Works Director



Alaska Scientific, Inc.

664 E. Dowling Road, Anchorage, AK 99518
907-561-8330, 800-478-8330, Fax 907-563-2758

PRICE QUOTE

Attention: Dave Baker, M.T.(ASCP)
Company: Cordova Community Medical Center
Account #: 191-CP
Phone: 907-424-8232
Fax: 907-424-8173
Email: lab.manager@cdvcmc.com

QTY	Catalog #	DESCRIPTION	Unit	List Price	Your Price
1	053-402900-1	ACE Alera System (Alfa Wassermann), Includes: 1 yr Warranty, Install, Training in NJ, Printer, UPS Power Supply	each	69995.00	46,500.00
10	053-ACD-2	Ace Cuvettes, 1000/pk	pk	\$ 3,287.00	FREE
1	140-CT-120	CTMI Urine Analyzer, CT-120	each	\$ 799.00	FREE
1		FFlexelink for Ace Alera		\$ 998.00	FREE
1		FFlexelink for Celldyne 1800		\$ 399.00	FREE
1		FFlexelink for Urine Analyzer, CT-120		\$ 399.00	FREE
1		FFlexelink to Dairyland EMR		\$ 999.00	FREE
1		FFlexelink Annual Support		\$ 350.00	FREE

Total Fflexilink \$ 3,145.00

FFlexelink is absolutely free as long as you are buying your ACE reagents and general lab supplies from us, such as strep, mono, flu, RSV, H.pylori, urine controls and vacutainers.

In addition we will give you a trade-in for your old ACE Analyzer of \$2,000.00

Pricing Valid For: 30 Days

FOB (Cust pays frt from): Origin

Shipper: Best Way

Terms: On Account

Accepted By: X Date: _____

Account: Cordova Community Medical Center

PO Number:

Quote by Del Salyer, 10/28/2010 71

Groupfinancial SERVICES

1/18/2011

Cordova Community Medical Center
PO BOX 180
Cordova, AK 99574

Dear Cordova Community Medical Center,

Thank you for choosing Group Financial Services as your source for financing.
It is our pleasure to offer the following payment terms for your review.

Terms are based on \$ 73,000.00 and subject to final approval by Group Financial
\$73,000.00 inclusive of Ace Alara Chemistry Analyzer, 402800-1 (\$45,000.00 + 28,000.00 (7000.00 x 4 year service contract))
Finance Agreement - Fixed Payments (Customer owns equipment at end of term)

Term (Months) 60
No Deferral - EMI \$1,502.99

90 Days Deferred \$1,535.73

A small documentation fee will be required.
All rates and terms are subject to credit approval and may change over time.
If these options don't meet your needs, call us. We have other rates and schedules available.
If you have not applied with us for a Group Preferred Line of Credit please do so now.
A small touch payment may be required on deferred payments.

Please call with any questions

Acceptance

Thank you,
Group Financial Services

Please indicate your choice of program and acknowledge acceptance of this
proposal by signing and returning by fax or mail to our office.

Agreed and accepted by:

Name _____

Signature _____

Address _____

Phone # _____

Date _____

SS# _____

E-Mail: _____

Group Financial Representative
Jason Schneller

CALIFORNIA
886-226-5198 Cell 818-324-2624 Fax 323-545-6256
14950 Hartsook Street, Sherman Oaks, CA 91403

FAX APPLICATION BACK TO 323-545-6256



Del Salyer
Alaska Scientific, Inc.
664 E. Dowling Road
Anchorage, AK 99518
907-561-8330

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PENDING AGENDA

March 16, 2011 – Work Session with Steve Vansant – State Assessor in re: BOE Hearing Procedures

Special Meeting to Certify Election Results – March 10, 2011

Capital Priorities List Meeting – April 2011

Redistricting Work Session – TBA

Committees:

Cordova Center Committee: Tim Joyce, Sylvia Lange, VACANCY, Darrel Olsen, Larue Barnes, VACANCY, Valerie Covell, David Roemhildt, Dan Logan, Nancy Bird, and Cathy Sherman

Fisheries Advisory Committee: David Reggiani, PWSAC; Ken Roemhildt, Seafood Sales; Jim Holley, AML; Torie Baker, Marine Advisory Program Coordinator; VACANCY; and Brian Marston, ADF&G

Cordova Trails Committee: Elizabeth Senear, VACANCY, Jim Kallander, Toni Godes, and David Zastrow

E911 RFP Committee: Dick Groff – Chairman, Gary Graham, Chief Baty, Mike Hicks, Oscar Delpino, Dave Allison, Bret Bradford

Public Services Building Design Committee: David Reggiani - Chairman, Chief Baty, Martin Moe, Jim Kacsh, Dick Groff, Mike Hicks, Tom Bailer

February 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 7:30 reg mtg	3	4 Ice Worm Weekend	5 Ice Worm Weekend
6 Ice Worm Weekend	7	8 PSBDC times 9a-4p AML 6 - 10pm E-911 RFP review committee	9 PSBDC times 9a-4p AML	10 AML 12:30pm E-911 RFP review committee	11	12
13	14	15 Absentee in person voting at City Hall 8a- 5p through Feb. 28	16 7:15 pub hrg 7:30 reg mtg	17 Absentee voting	18 Absentee voting	19
20	21 City Hall Offices Closed - President's Day Holiday	22 Absentee voting	23 Absentee voting	24 Absentee voting	25 Absentee voting	26
27	28 Absentee voting					
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March 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Regular Election 7am - 8 pm Library Meeting Room	2 7:30 reg mtg	3	4	5
6	7	8	9 Election board meets to count absentee votes	10 Special Meeting to certify the election 7 pm	11 2011 Assessment Notices in the mail	12
13	14	15	16 6:30 wksn w-- State Assessor 7:15 pub hrg (maybe) 7:30 reg mtg	17	18	19
20	21	22	23	24	25	26
27	28 Seward's Day City Hall offices closed	29	30	31		
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April 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6 7:15 pub hrg (maybe) 7:30 reg mtg	7	8	9
10	11 Assessment appeals deadline	12	13	14	15	16
17	18 7:00 Board of Equalization Meeting	19	20 7:15 pub hrg (maybe) 7:30 reg mtg	21	22	23
24 Easter Sunday	25	26	27	28	29	30
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