Regular City Council Meeting
March 20, 2019 @ 7:00 pm
Cordova Center Community Rooms
Agenda

A. Call to order

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

C. Roll call
Mayor Clay Koplin, Council members Tom Bailer, Kenneth Jones, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen

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

E. Disclosures of Conflicts of Interest and Ex Parte Communications
• conflicts as defined in 3.10.010 https://library.municode.com/ak/cordova/codes/code_of_ordinances should be declared, then Mayor rules on whether member should be recused, Council can overrule
• ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

F. Communications by and Petitions from Visitors
1. Guest Speakers
   a. Barb Jewell, Sound Alternatives and Nicole Songer, CFRC
   b. Joanie Behrends, CERT program and presentation of certificates
2. Audience comments regarding agenda items...........................................................(3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions (CCMCABoD, School Board)
4. Student Council Representative Report

G. Approval of Consent Calendar...........................................................................(roll call vote)
5. Resolution 03-19-11........................................................................................................ (page 1)
   A resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Federal Signal, Inc., for the purpose of acquiring a tsunami siren and equipment for the City of Cordova
6. Resolution 03-19-12........................................................................................................ (page 8)
   A resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter a sole source contract with ProComm Alaska LLC, for the purpose of purchasing dispatch repeaters and base radios for the City of Cordova
7. Resolution 03-19-13........................................................................................................ (page 15)
   A resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter a sole source contract with ProComm Alaska LLC, for the purpose of purchasing portable radios for the City of Cordova
8. Record excused absences of Council members James Burton, Ken Jones and Anne Schaefer from the March 6, 2019 Regular Meeting

H. Approval of Minutes

I. Consideration of Bids
J. Reports of Officers
9. Mayor’s Report
10. Manager’s Report
   a. Comprehensive Plan Update................................................................. (page 22)
11. City Clerk’s Report.

K. Correspondence
13. 03-21-19 Letter from ADEC re Shoreside Petroleum wastewater discharge permit....................... (page 40)

L. Ordinances and Resolutions
14. Resolution 03-19-14................................................................................. (roll call vote)(page 44)
   A resolution of the City Council of the City of Cordova, Alaska, authorizing the City of Cordova
to amend the FY19 budget in the amount of $25,000 for the design drawings for a
renovation/expansion of the Odiak Camper Park

M. Unfinished Business

N. New & Miscellaneous Business
15. Council election of Vice Mayor to serve for one year...................................................... (voice vote)(page 49)
16. Pending Agenda, Calendar and Elected & Appointed Officials lists.............................................. (page 50)

O. Audience Participation

P. Council Comments

Q. Executive Session
17. City Clerk’s Annual Evaluation – to be handled in an executive session because it is a subject that
tends to prejudice the reputation and character of a person; provided that the person may request a
public discussion, and, in this instance, the Clerk has not requested a public discussion

R. Adjournment

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

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

Full City Council agendas and packets available online at www.cityofcordova.net
AGENDA ITEM # 5
City Council Meeting Date: 3/20/2019
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager
DATE: 3/20/2019
ITEM: 2018 NOAA GRANT

_____ ORDINANCE  _____ INFORMATION
__X__    RESOLUTION  _____ MOTION

I. REQUEST OR ISSUE: The request is for City Council to approve the 2018 NOAA Grant sole source resolution 03-19-11

II. RECOMMENDED ACTION / NEXT STEP: Forward resolution to the State of Alaska, and to implement and complete project by summer of 2019

III. FISCAL IMPACTS: No fiscal impact to the City of Cordova

IV. BACKGROUND INFORMATION: The City is a Tsunami Ready Community with 2 existing sirens; one key component is to add additional all hazard warning devices.

V. LEGAL ISSUES: none

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: none

VII. SUMMARY AND ALTERNATIVES: This grant is to add one new siren and fix and upgrade an existing siren, total sirens for the City of Cordova will be 4.
CITY OF CORDOVA, ALASKA
RESOLUTION 03-19-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA, AUTHORIZING THE CITY MANAGER TO ENTER INTO A SOLE SOURCE CONTRACT WITH FEDERAL SIGNAL, INC., FOR THE PURPOSE OF ACQUIRING A TSUNAMI SIREN AND EQUIPMENT FOR THE CITY OF CORDOVA

WHEREAS, the Alaska Department of Homeland Security, under the 2018 NOAA Tsunami Sirens Grant for Equipment and Installation, awarded the City of Cordova $49,200 to purchase and install a new Tsunami siren and rebuild and install an existing siren; and

WHEREAS, Federal Signal, Inc. is a nationally recognized vendor of emergency sirens and has extensive experience working with state and local officials; and

WHEREAS, Federal Signal, Inc., possesses both the equipment and trained personnel to install Tsunami sirens; and

WHEREAS, the City of Cordova has exclusively used Federal Signal, Inc., equipment, software and personnel to mount all previous emergency sirens within its jurisdiction; and

WHEREAS, the Federal System, Inc. Signal Encoder and its companion Eclipse8 Mechanical Siren is fully compatible and will function seamlessly with Cordova’s emergency notification system; and

WHEREAS, no equipment will need to be purchased or installed by additional companies and no additional training will be necessary for full compatibility within our system; and

WHEREAS, this request meets the provisions of Section 5.12.150 of the Cordova Municipal Code in providing for sole source procurements for professional services.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Cordova, Alaska hereby authorizes the City Manager to enter into a contract with Federal Signal, Inc., for purchasing a Tsunami Siren, associated equipment and associated equipment and materials to rebuild and install an existing Siren for the City of Cordova in an amount not to exceed $49,200.

PASSED AND APPROVED THIS 20th DAY OF MARCH 2019

______________________________
Clay R. Koplin, Mayor

Attest:

______________________________
Susan Bourgeois, CMC, City Clerk
November 7, 2018

Alan Lanning, City Manager
City of Cordova
PO Box 1210
Cordova, AK 99574

RE: 2018 NOAA Tsunami Activities Grant, NA18NWS4670068
    State Grant No.: 20NOAA-GY18

Certified Mail: 9171 9690 0935 0210 4280 28

Dear Mr. Lanning:

We are pleased to award the City of Cordova the amount of $49,200.00 to install an all hazards warning system for tsunami evacuations under the 2018 National Oceanic and Atmospheric Administration (NOAA) Tsunami Activities Grant. The U.S. Department of Commerce has reviewed and approved the statement of work and award funds are reserved for the acquisition and use of the allowable materials, equipment, and resources identified in the project statement of work.

Please review the Project Budget Details Report for accuracy. As a reminder, all procurement transactions must be conducted in a manner providing full and open competition. To ensure this, we require a Procurement Method Report with every expense (with the exception of local advertising, legal notices, and travel arrangements) submitted for reimbursement under this grant and pre-approvals may be required at multiple steps in the procurement process. Please see the Procurement Method Report for additional details.

Enclosed are two pre-signed Obligating Award Documents (OADs). Please review the information for accuracy and the special conditions. Sign both obligating documents, keep one original for your records, and return the other original within 30 days of jurisdiction receipt to:

    State Administrative Agency Point of Contact
    PO Box 5750
    JBER, AK 99505

If the OADs cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form and instructions are available for download on our Grant’s website, http://ready.alaska.gov/grants.
Mr. Lanning
November 7, 2018
Page 2 of 2

Please complete and return a Signatory Authority Form with the signed OAD. If needed, Electronic Payment enrollment forms are also available upon request.

If you have any questions, please contact the Division Project Manager for this grant, Dan Belanger, at (907) 428-7034 or by email at dan.belanger@alaska.gov.

Sincerely,

[Signature]

Paul L. Nelson
Deputy Director

Enclosure(s): (2 originals) Obligating Award Document
Project Budget Details Report

cc: Paul Trumblee, Jurisdiction Project Manager
Jon Stavig, Jurisdiction Chief Financial Officer
Project Budget Details Report

2018 NOAA/ NWS Tsunami / NOAA

Cordova, City of

Reported Category = ALL.  Reported Revision = 0 of 0.

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Item: Tsunami Warning Siren Project

Description:
Purchase and installation of 1 all-hazard tsunami warning siren. Installation of additional siren Cordova already owns.

Adjusted Grant Award

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Total Budgeted Allocated (Fed & State) $49,200.00

PBD Total Allocations

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Total Expenses: State $49,200.00

Summary Balance: State Federal $49,200.00

PBD Non-Budgeted Funds: $0.00
The attached Project Budget Details Report is the funding allocation. Grant program guidelines and federal, state, and local contracting and procurement compliance requirements apply.

**GRANT REQUIREMENTS AND PROGRAM TERMS AND CONDITIONS**

The acceptance of a grant from the United States government creates a legal duty on the part of the recipient to use the funds or property made available in accordance with the conditions of the grant. [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)](http://www.gao.gov). See attached for continued Grant Requirements and Program Terms and Conditions

**SPECIAL CONDITIONS** (Grant funds cannot be expended until these conditions have been met. See Obligating Award for details)

None

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<td>PO Box 5750, JBER, AK 99505-5750</td>
<td><a href="http://ready.alaska.gov">http://ready.alaska.gov</a></td>
<td><a href="mailto:mva.grants@alaska.gov">mva.grants@alaska.gov</a></td>
<td>907-428-7000</td>
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**STATE PROJECT MANAGER**

Dan Belanger  907-428-7034  907-428-7009  dan.belanger@alaska.gov

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**RECIPIENT ACCEPTANCE**

Paul L. Nelson, Deputy Director  Alan Lanning, City Manager

**SIGNATURE OF APPROVING AGENCY OFFICIAL**

**DATE**

11-17-18  11-27-18

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**Division File Number:** 18 NOAA 1.6.19.1  **Date Returned:**

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State of Alaska
Division of Homeland Security and Emergency Management
Under
US Department of Commerce
National Oceanic and Atmospheric Administration

**OBLIGATING AWARD DOCUMENT**

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METHOD OF PAYMENT: Electronic

**PURPOSE OF AWARD**

The attached Project Budget Details Report is the funding allocation. Grant program guidelines and federal, state, and local contracting and procurement compliance requirements apply.

**GRANT REQUIREMENTS AND PROGRAM TERMS AND CONDITIONS**

The acceptance of a grant from the United States government creates a legal duty on the part of the recipient to use the funds or property made available in accordance with the conditions of the grant. [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)]

See attached for continued Grant Requirements and Program Terms and Conditions

**SPECIAL CONDITIONS** (Grant funds cannot be expended until these conditions have been met. See Obligating Award for details)

None

**AGENCY INFORMATION**

ADDRESS
Division of Homeland Security and Emergency Management
PO Box 5750
JBER, AK 99505-5750

WEBSITE: http://ready.alaska.gov
EMAIL: mva.grants@alaska.gov
PHONE: 907-428-7000
FAX: 907-428-7009

STATE PROJECT MANAGER
Dan Belanger
PHONE: 907-428-7034
FAX: 907-428-7009
EMAIL: dan.belanger@alaska.gov

**AGENCY APPROVAL**

NAME AND TITLE OF APPROVING AGENCY OFFICIAL
Paul L. Nelson, Deputy Director

SIGNATURE OF APPROVING AGENCY OFFICIAL

NAME AND TITLE OF AUTHORIZED RECIPIENT OFFICIAL
Alan Lanning, City Manager

SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

DATE 11-7-18

**RECIPIENT ACCEPTANCE**

FOR STATE USE ONLY

Division File Number: 18 NOAA 1.6.19.1 Date Returned

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AGENDA ITEM # 6
City Council Meeting Date: 3/20/2019
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager

DATE: 3/20/2019

ITEM: 2018 SHSP GRANT Police Dispatch Repeaters and Base Radios

____ ORDNANCE  ____ INFORMATION
__X__ RESOLUTION  ____ MOTION

I. REQUEST OR ISSUE: The request is for City Council to approve the 2018 SHSP Sole Source resolution 03-19-12

II. RECOMMENDED ACTION / NEXT STEP: Forward Resolution to the State of Alaska, and to implement and complete project by summer of 2019.

III. FISCAL IMPACTS: No fiscal impact to the City of Cordova

IV. BACKGROUND INFORMATION: Aging emergency dispatch radio equipment required the need to seek out grants before requesting resources from the City’s general fund, a grant was award to replace the equipment.

V. LEGAL ISSUES: No Legal Issues

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: None

VII. SUMMARY AND ALTERNATIVES:
CITY OF CORDOVA, ALASKA
RESOLUTION 03-19-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE CITY MANAGER TO ENTER A SOLE SOURCE CONTRACT WITH
PROCOMM ALASKA LLC, FOR THE PURPOSE OF PURCHASING DISPATCH
REPEATERS AND BASE RADIOS FOR THE CITY OF CORDOVA

WHEREAS, the Alaska Department of Homeland Security, under the 2018 State Homeland
Security Grant Program (SHSP), awarded the City of Cordova $54,974.58 to purchase Dispatch
Repeaters and Base Radios as part of a $139,374.22 award; and

WHEREAS, ProComm Alaska LLC, is a State recognized vendor of Commercial Grade
Motorola radios and products and has extensive experience working with the state and local officials;
and

WHEREAS, the City of Cordova has used ProComm Alaska LLC, on previous SHSP Grants as
sole source to purchase emergency communication equipment within its jurisdiction; and

WHEREAS, the repeaters and base radios are replacing existing units and are fully compatible
and will be functionally seamless; and

WHEREAS, no additional equipment or training will be needed to be purchased or installed by
additional companies or vendors to be necessary for full compatibility within our organization saving
our community future funds; and

WHEREAS, this request meets the provisions of the Cordova Municipal Code in Section
5.12.040 - Council approval of contracts. No contract for supplies, services or construction which
obligates the city to pay more than twenty-five thousand dollars may be executed unless the council has
approved a memorandum setting forth the following essential terms of the contract: and Section 5.12.150
(a)(5) - providing for sole source procurements for professional services.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Cordova, Alaska
hereby authorizes the City Manager to enter a contract with ProComm Alaska LLC., for purchasing
dispatch repeater and base radios and associated equipment and materials for the City of Cordova in an
amount not to exceed $54,974.58

PASSED AND APPROVED THIS 20th DAY OF MARCH 2019

Clay R. Koplin, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk
September 25, 2018

Mr. Alan Lanning, City Manager  
City of Cordova  
PO Box 1210  
Cordova, AK 99574

State Grant No.: 20SHSP-GY18

Certified Mail: 9171 9690 0935 0210 4268 40

Dear Mr. Lanning:

We received funds from the U.S. Department of Homeland Security under the 2018 State Homeland Security Program. We are pleased to award the City of Cordova the amount of $139,374.22 under this grant. Funding from this program is provided to support, build, and sustain the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazards events.

Please review the Grant Requirement and Program Terms and Conditions. Program Terms and Conditions will be discussed at the 2018 electronic Grant Kick-Off Meeting to be held in October 2018.

Please review Project Budget Details for Environmental and Historical Preservation requirements and approved project specifics. As a reminder, all procurement transactions must be conducted in a manner providing full and open competition. To ensure this, we require a Procurement Method Report with every expense (with the exception of local advertising, legal notices, and travel arrangements) submitted for reimbursement under this grant and pre-approvals may be required at multiple steps in the procurement process. Please see the Procurement Method Report for additional details.

Enclosed are two pre-signed Obligating Award Documents (OADs). Please review the information for accuracy and review any Special Conditions. Sign both OADs, keep one original for your records, and return the other original within 30 days of jurisdiction receipt to:

State Administrative Agency Point of Contact  
PO Box 5750  
JBER, AK 99505
Mr. Lanning  
September 25, 2018  
Page 2 of 2

If the OAD cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form must be submitted. The form and instructions are available for download on our Grants website, http://ready.alaska.gov/grants.

If signatory points of contacts have changed since submittal of the application, please complete and return a Signatory Authority Form with the signed OAD. The Signatory Authority Form is available for download on our Grants website. If needed, Electronic Payment enrollment forms are also available upon request.

If you have any questions, please contact the Division Project Manager for this grant, Tiffany Peltier, at (907) 428-7026 or by email at mva.grants@alaska.gov.

Sincerely,

[Signature]
Paul L. Nelson  
Deputy Director

Enclosure(s): (2 originals) Obligating Award Document  
Project Budget Details Report

cc: Paul Trumbee, Jurisdiction Project Manager  
Jon Stavig, Jurisdiction Chief Financial Officer
**State of Alaska**

**Division of Homeland Security and Emergency Management**

Under

US Department of Homeland Security

Federal Emergency Management Agency

Grant Programs Directorate

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### OBLIGATING AWARD DOCUMENT

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**205HSP-GY18**

**PURPOSE OF AWARD**

The attached Project Budget Details is the funding allocation. Grant program guidelines and federal, state, and local contracting and procurement compliance requirements apply.

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**GRANT REQUIREMENTS AND PROGRAM TERMS AND CONDITIONS**

The acceptance of a grant from the United States government creates a legal duty on the part of the recipient to use the funds or property made available in accordance with the conditions of the grant. [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)]

See attached for continued Grant Requirements and Program Terms and Conditions

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**SPECIAL CONDITIONS** *(Grant funds cannot be expended until these conditions have been met. See Obligating Award for details)*

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**AGENCY INFORMATION**

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<tr>
<td>JBER, AK 99505-5750</td>
<td>907-428-7000</td>
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**STATE PROJECT MANAGER**

Tiffany Peltier

(907) 428-7026

(907) 428-7009
tiffany.peltier@alaska.gov

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**AGENCY APPROVAL**

<table>
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<th>NAME AND TITLE OF AUTHORIZED RECIPIENT OFFICIAL</th>
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<tbody>
<tr>
<td>Paul L. Nelson, Deputy Director</td>
<td>Alan Lanning, City Manager</td>
</tr>
</tbody>
</table>

**SIGNATURE OF APPROVING AGENCY OFFICIAL**

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**DATE**

9-24-18

**SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL**

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**DATE**

10-3-18

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**FOR STATE USE ONLY**

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**Division File Number:** 1.6.10.3

**Date Returned**

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## Project Budget Detail Report

### 2018 State Homeland Security Program Grant / SHSP

**Cordova, City of**

Reported Category = ALL.  Reported Revision = 0 of 0.

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<td>Federal 38,107.64</td>
<td>38,107.64</td>
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<tr>
<td>Description</td>
<td>Purchase and install two new repeaters and consoles in the City's dispatch center. This equipment will be used to provide efficient, reliable communications for response area.</td>
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</tbody>
</table>

| 2    | Equipment       | Interop.Commun| EMA  | State | Federal 38,107.64 | 38,107.64 |         |
|      | Item: Portable Radios | EMA         |  | Federal 38,107.64 | 38,107.64 |         |
| EHP  | EHP Portable Radios | EMA         | Federal 38,107.64 | 38,107.64 |         |
| Description | Purchase portable radios for critical structures/entities throughout the City. These radios will assist with communications during all-hazard events. |

| 3    | Equipment       | Detect.Equip | HZ  | State | Federal 5,516.00 | 5,516.00 |         |
|      | Item: Gas Monitors | EMA         |  | Federal 5,516.00 | 5,516.00 |         |
| EHP  | EHP Gas Monitors | EMA         | Federal 5,516.00 | 5,516.00 |         |
| Description | Purchase gas monitors for the Cordova Volunteer Fire Department. These monitors will help identify the presence of hazardous gas during and emergency response. |

| 4    | Exercise | Prog: Des,Dev,Cond,Eval | EMA | State | Federal 3,016.00 | 3,016.00 |         |
|      | Item: Supplies for Alaska Shield 2019 Exercise Participation | EMA         |  | Federal 3,016.00 | 3,016.00 |         |
| EHP  | EHP Supplies for Alaska Shield 2019 Exercise Participation | EMA         | Federal 3,016.00 | 3,016.00 |         |
| Description | Purchase supplies for Alaska Shield 2019 exercise participation. This includes signs, moulage, safety supplies, and other consumable supplies. *Note durable medical equipment is not eligible for purchase under the exercise category. |

| 5    | Exercise | OverTime | EMA | State | Federal 16,972.00 | 16,972.00 |         |
|      | Item: Overtime and Backfill for Alaska Shield 2019 Exercise Participation | EMA         |  | Federal 16,972.00 | 16,972.00 |         |
| EHP  | EHP Overtime and Backfill for Alaska Shield 2019 Exercise Participation | EMA         | Federal 16,972.00 | 16,972.00 |         |
| Description | Overtime and Backfill costs for Alaska Shield 2019 exercise participation. |
## Project Budget Details Report

**2018 State Homeland Security Program Grant / SHSP**

**Cordova, City of**

Reported Category = ALL.  Reported Revision = 0 of 0.

<table>
<thead>
<tr>
<th>Expense Category</th>
<th>Solution Area</th>
<th>Disciplines</th>
<th>Qty</th>
<th>Budgeted Cost</th>
<th>PBD# Amt Spent</th>
<th>PBD# Balance</th>
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<tr>
<td><strong>6 Exercise</strong></td>
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<td>EMA</td>
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<td>Travel for Alaska Shield 2019 Exercise Participation.</td>
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</tr>
<tr>
<td><strong>Description</strong></td>
<td>Travel for Alaska Shield 2019 Exercise. This includes travel for 2 evaluators during the exercise, and for four attendees to attend the after action conference.</td>
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</table>

| **7 Training**   | Course: Dev,Del,Eval | EMA         |     |               |                |              |
| EHP              | Item:              |             |     | $13,500.00    | $13,500.00     |              |
| EHP              | Alaska Shield 2019 Training | | | | | |
| **Description**  | Training in support and preparation of Alaska Shield 2019. The courses that will be conducted in the community are Advanced Planning Concepts, and Ammonia Safety and Training. |

**Adjusted Grant Award**

<table>
<thead>
<tr>
<th>State</th>
<th>Federal</th>
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<tbody>
<tr>
<td>$139,374.22</td>
<td>$139,374.22</td>
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**Total Budgeted Allocated (Fed & State)**

$139,374.22

<table>
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<tr>
<th>PBD Total Allocations</th>
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<tbody>
<tr>
<td>State Federal</td>
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<tr>
<td>$139,374.22</td>
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**Total Expenses**

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<tr>
<th>State Federal</th>
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<tbody>
<tr>
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**Summary Balance**

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<tr>
<th>State Federal</th>
</tr>
</thead>
<tbody>
<tr>
<td>$139,374.22</td>
</tr>
</tbody>
</table>

**PBD Non-Budgeted Funds**

$0.00
AGENDA ITEM # 7
City Council Meeting Date: 3/20/2019
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager  
DATE: 3/20/2019  
ITEM: 2018 SHSP GRANT Portable Radios

I. REQUEST OR ISSUE: The request is for City Council to approve the 2018 SHSP Sole Source resolution.

II. RECOMMENDED ACTION / NEXT STEP: Forward Resolution to the State of Alaska, and to implement and complete project by summer of 2019.

III. FISCAL IMPACTS: No fiscal impact to the City of Cordova

IV. BACKGROUND INFORMATION: The Fire Department recognized the need for additional portable radios and applied for and received a grant to better serve our community.

V. LEGAL ISSUES: No Legal Issues

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: None

VII. SUMMARY AND ALTERNATIVES:
CITY OF CORDOVA, ALASKA
RESOLUTION 03-19-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE CITY MANAGER TO ENTER A SOLE SOURCE CONTRACT WITH
PROCOMM ALASKA LLC, FOR THE PURPOSE OF PURCHASING PORTABLE RADIOS
FOR THE CITY OF CORDOVA

WHEREAS, the Alaska Department of Homeland Security, under the 2018 State Homeland
Security Grant Program (SHSP), awarded the City of Cordova $38,107.64 to purchase Portable Radios
as part of a $138,374.22 award; and

WHEREAS, ProComm Alaska LLC, is a State recognized vendor of Commercial Grade
Motorola radios and products and has extensive experience working with the state and local officials; and

WHEREAS, the City of Cordova has used ProComm Alaska LLC, on previous SHSP Grants as
sole source to purchase emergency communication equipment within its jurisdiction; and

WHEREAS, the portable radios are fully compatible with our emergency communication
infrastructure and will be functionally seamless and will assist with communications during all hazard
events; and

WHEREAS, no additional equipment or training will be needed to be purchased or installed by
additional companies or vendors to be necessary for full compatibility within our organization saving
our community future funds; and

WHEREAS, this request meets the provisions of the Cordova Municipal Code in Section
5.12.040 - Council approval of contracts. No contract for supplies, services or construction which
obligates the city to pay more than twenty-five thousand dollars may be executed unless the council has
approved a memorandum setting forth the following essential terms of the contract: and Section 5.12.150
(a)(5) - providing for sole source procurements for professional services.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Cordova, Alaska
hereby authorizes the City Manager to enter a contract with ProComm Alaska LLC., for purchasing
Portable Radios and associated equipment and materials for the City of Cordova in an amount not to
exceed $38,107.64.

PASSED AND APPROVED THIS 20th DAY OF MARCH 2019

______________________________
Clay R. Koplin, Mayor

Attest:

______________________________
Susan Bourgeois, CMC, City Clerk
September 25, 2018

Mr. Alan Lanning, City Manager  
City of Cordova  
PO Box 1210  
Cordova, AK 99574

State Grant No.: 20SHSP-GY18

Certified Mail: 9171 9690 0935 0210 4268 40

Dear Mr. Lanning:

We received funds from the U.S. Department of Homeland Security under the 2018 State Homeland Security Program. We are pleased to award the City of Cordova the amount of $139,374.22 under this grant. Funding from this program is provided to support, build, and sustain the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazards events.

Please review the Grant Requirement and Program Terms and Conditions. Program Terms and Conditions will be discussed at the 2018 electronic Grant Kick-Off Meeting to be held in October 2018.

Please review Project Budget Details for Environmental and Historical Preservation requirements and approved project specifics. As a reminder, all procurement transactions must be conducted in a manner providing full and open competition. To ensure this, we require a Procurement Method Report with every expense (with the exception of local advertising, legal notices, and travel arrangements) submitted for reimbursement under this grant and pre-approvals may be required at multiple steps in the procurement process. Please see the Procurement Method Report for additional details.

Enclosed are two pre-signed Obligating Award Documents (OADs). Please review the information for accuracy and review any Special Conditions. Sign both OADs, keep one original for your records, and return the other original within 30 days of jurisdiction receipt to:

State Administrative Agency Point of Contact  
PO Box 5750  
JBER, AK 99505
Mr. Lanning  
September 25, 2018  
Page 2 of 2  

If the OAD cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form must be submitted. The form and instructions are available for download on our Grants website, http://ready.alaska.gov/grants.

If signatory points of contacts have changed since submittal of the application, please complete and return a Signatory Authority Form with the signed OAD. The Signatory Authority Form is available for download on our Grants website. If needed, Electronic Payment enrollment forms are also available upon request.

If you have any questions, please contact the Division Project Manager for this grant, Tiffany Peltier, at (907) 428-7026 or by email at mva.grants@alaska.gov.

Sincerely,

[Signature]
Paul L. Nelson  
Deputy Director  

Enclosure(s): (2 originals) Obligating Award Document  
Project Budget Details Report  

cc: Paul Trumlee, Jurisdiction Project Manager  
Jon Stavig, Jurisdiction Chief Financial Officer
State of Alaska  
Division of Homeland Security and Emergency Management  
Under  
US Department of Homeland Security  
Federal Emergency Management Agency  
Grant Programs Directorate  

OBLIGATING AWARD DOCUMENT  

<table>
<thead>
<tr>
<th>RECIPIENT NAME AND ADDRESS</th>
<th>PERFORMANCE PERIOD</th>
<th>AMENDMENT</th>
<th>STATE PROGRAM NUMBER</th>
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| City of Cordova  
PO Box 1210  
Cordova, AK 99574 | FROM: October 01, 2018  
TO: September 30, 2020 | AMENDMENT #: EFFECTIVE DATE: | 2018 State Homeland Security Program  
20SHSP-GY18 |

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<th>EIN</th>
<th>METHOD OF PAYMENT</th>
<th>FUNDING ALLOCATION</th>
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</table>
| 075739771 | 92-6000138 | Electronic | PLANNING $13,500.00  
TRAINING | EXERCISE $27,276.00  
EQUIPMENT $98,598.22 |

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<tr>
<th>PURPOSE OF AWARD</th>
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<tbody>
<tr>
<td>The attached Project Budget Details is the funding allocation. Grant program guidelines and federal, state, and local contracting and procurement compliance requirements apply.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>GRANT REQUIREMENTS AND PROGRAM TERMS AND CONDITIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>The acceptance of a grant from the United States government creates a legal duty on the part of the recipient to use the funds or property made available in accordance with the conditions of the grant. [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)] See attached for continued Grant Requirements and Program Terms and Conditions</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SPECIAL CONDITIONS (Grant funds cannot be expended until these conditions have been met. See Obligating Award for details)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>AGENCY INFORMATION</th>
</tr>
</thead>
</table>
| ADDRESS | Division of Homeland Security and Emergency Management  
PO Box 5750  
JBER, AK 99505-5750 |
| WEBSITE | http://ready.alaska.gov |
| EMAIL | mva.grants@alaska.gov |
| PHONE | 907-428-7000 |
| FAX | 907-428-7009 |

<table>
<thead>
<tr>
<th>STATE PROJECT MANAGER</th>
<th>PHONE</th>
<th>FAX</th>
<th>EMAIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tiffany Peltier</td>
<td>(907) 428-7026</td>
<td>(907) 428-7009</td>
<td><a href="mailto:tiffany.peltier@alaska.gov">tiffany.peltier@alaska.gov</a></td>
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<thead>
<tr>
<th>AGENCY APPROVAL</th>
<th>RECIPIENT ACCEPTANCE</th>
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<tr>
<td>NAME AND TITLE OF APPROVING AGENCY OFFICIAL</td>
<td>NAME AND TITLE OF AUTHORIZED RECIPIENT OFFICIAL</td>
</tr>
<tr>
<td>Paul L. Nelson, Deputy Director</td>
<td>Alan Lanning, City Manager</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SIGNATURE OF APPROVING AGENCY OFFICIAL</th>
<th>SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL</th>
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<tbody>
<tr>
<td>Paul L. Nelson</td>
<td></td>
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DRAFT OF REVIEW:  
DATE: 9-24-18  
FOR STATE USE ONLY:  
DATE: 10-3-18  

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<tr>
<td>1</td>
<td>Equipment</td>
<td>Interop.Commun</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Dispatch Repeaters and Base Consoles</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Purchase and install two new repeaters and consoles in the City's dispatch center. This equipment will be used to provide efficient, reliable communications for response area.</td>
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<tr>
<td>2</td>
<td>Equipment</td>
<td>Interop.Commun</td>
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<td></td>
<td>Portable Radios</td>
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<tr>
<td></td>
<td></td>
<td>Purchase portable radios for critical structures/entities throughout the City. These radios will assist with communications during all-hazard events.</td>
</tr>
<tr>
<td>3</td>
<td>Equipment</td>
<td>DetectEquip</td>
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<td></td>
<td></td>
<td>Gas Monitors</td>
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<tr>
<td></td>
<td></td>
<td>Purchase gas monitors for the Cordova Volunteer Fire Department. These monitors will help identify the presence of hazardous gas during and emergency response.</td>
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<tr>
<td>4</td>
<td>Exercise</td>
<td>Prog: Des,Dev,Cond,Eval</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Supplies for Alaska Shield 2019 Exercise Participation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Purchase supplies for Alaska Shield 2019 exercise participation. This includes signs, moulage, safety supplies, and other consumable supplies. *Note durable medical equipment is not eligible for purchase under the exercise category.</td>
</tr>
<tr>
<td>5</td>
<td>Exercise</td>
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<tr>
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<td>Overtime and Backfill for Alaska Shield 2019 Exercise Participation</td>
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<tr>
<td></td>
<td></td>
<td>Overtime and Backfill costs for Alaska Shield 2019 exercise participation.</td>
</tr>
<tr>
<td>Expense Category</td>
<td>Solution Area</td>
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<tr>
<td>Item: EHP</td>
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<tr>
<td>Travel for Alaska Shield 2019 Exercise Participation</td>
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<tr>
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<td>Federal</td>
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<tr>
<td>Alaska Shield 2019 Training</td>
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<tr>
<td>Description</td>
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**Adjusted Grant Award**

State

Federal

$139,374.22

Total Budgeted Allocated (Fed & State)

$139,374.22

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**PBD Total Allocations**

State

Federal

$139,374.22

Total Expenses:

State

Federal

Summary Balance:

State

Federal

$139,374.22

PBD Non-Budgeted Funds:

$0.00
Dear Cordova Community Members and Partners,

Today, we are excited to share our third project update. If you missed the first two, you can view them on the project website, [CordovaCompPlan.com](http://CordovaCompPlan.com).

If you know someone who may be interested in receiving these updates, please encourage them to sign up at [CordovaCompPlan.com](http://CordovaCompPlan.com).
Thank you for joining us during Iceworm Festival! And...THANK YOU

to the Iceworm Festival Board and volunteers for the many fun-packed activities and events, and numerous opportunities to get resident feedback on their future Cordova.

- **Community Conversation** – We hosted a well-attended January 30th Community Conversation, where we revealed and discussed the interactive map and survey results. [View the meeting summary.](#)
- **Cordova Community Medical Center (CCMC) Lunch** – We talked with seniors and other residents during the Wednesday, January 30th Senior Lunch. Thank you, seniors, for your lifelong contributions to Cordova, and for your valuable input on how to improve quality of life for Cordova’s older residents.
- **Cordova Center Conversations** – All day Friday and Saturday, February 1st and 2nd, we shared information and talked with Cordova residents and visitors in the upper atrium, including many of you that were checking out and voting on the photo competition at the museum, or perusing items the Arts and Crafts Fair, or just warming up after the survival suit races or parade!
• Variety Show – We got feedback from residents during the Iceworm Variety Show.

• St. Joseph’s Breakfast – We enjoyed a delicious Cordova breakfast (freshly made falafel – what a treat!) and talked with residents at the Iceworm Breakfast at St. Joseph’s Catholic Church. Thank you, Father Michael and team, for allowing us space in the entry way!

• Raffle – As part of our Iceworm festivities, we raffled off some delicious Pete’s Treats. Congratulations, Colby and Marleen!

January 2019 Question of the Month – You did it, Cordova!

Leading up to and throughout the week of Iceworm we collected in-person and online responses to the January 2019 question of the month, **“What makes you want to stay in / leave Cordova?”** [CLICK HERE to view the results](#). 259 residents responded, which far exceeded our goal of 100 responses!
How can you learn more and get involved?

Over the next two months, the project team will use your survey responses, map comments and other research to guide the direction and content of the draft comprehensive plan.

In the meantime, there will be several upcoming opportunities to review and discuss what we have heard and learned so far, including summaries and themes of map comments.

- **March 2019 Question of the Month**
  
  **THE QUESTION:** Pick the best idea! What project or strategy do you think would bring the most economic benefit to Cordova residents (i.e., more year-round jobs, more businesses that meet resident/visitor needs, and overall, increased revenue to support community priorities)? **CLICK HERE to pick your idea and share more!**

  OUR GOAL — 100 responses in 10 days!

- **Plan Committee Conversations and Presentations** – In the coming months, City staff and Plan Committee members are giving short presentations at Cordova events and workplaces. **Want us to present at an upcoming staff gathering, board meeting, book club or after-work meet-up event? Contact**
us using the information at the bottom of this newsletter.

- Visit our website – CordovaCompPlan.com
- Follow the City of Cordova on Facebook – www.facebook.com/CordovaAK/

What is our schedule?

- **March 2019** – Reconvene the Planning Committee to review emerging themes, confirm preliminary goals and strategies, and discuss ways to get the word out about the draft plan.
- **March and April** – Conduct additional outreach with organizations and businesses.
- **April** – Hold joint work session with the Planning Commission and City Council to get feedback on the draft plan.
- **Early May** – Release the draft plan.
• **Early May through Early Fall** – Conduct an extended public review process over the summer to give fishermen, seasonal residents and others the opportunity to review and share comments.
• **Fall 2019** – Finalize the plan.

**Questions or have additional comments?**
**Contact the project team:**

Leif Stavig  
*Planner*  
City of Cordova  
907-424-6220  
planning@cityofcordova.net

Shelly Wade  
*Agnew::Beck Project Manager*  
907-242-5326  
shelly@agnewbeck.com

Thank you for contributing to your community plan.  
Visit the project website for more information and to sign up for updates: [CordovaCompPlan.com](http://CordovaCompPlan.com)
Cordova Comp Plan Update Survey + Map Results, Jan 2019: What you have to say
A summary of most repeated and supported themes, strategies and project ideas from the comment map and survey

Close to 600 Responses Received!
- 268 comments on the interactive project comment map (this side).
- Another 327 responses to the survey (flipside).

Recreation
Transportation
Economic Development
Maritime
Housing
Health + Environment

Maintain as a public space and consider future business opportunities
Expand North Fill to create more shipyard and commercial space
Upgrade travel lift to support larger boats
Consider additional facilities at Shepard Point
Make additional enhancements and expansion of the ski hill
Upgrade city dock

Improve and potentially expand harbor (replace aging floats, add 2nd fuel dock, expand harbor, add more boat ramps, create cold storage, improve fish cleaning stations)
Install covered bike parking at the harbor and other key destinations around town
Add steps from Cordova Center to the harbor
Create additional access
Suggested future housing

Add sidewalks and walkways throughout town
Address landfill runoff concerns and improve water quality
Suggested future housing

Explore incentives for revitalizing Main Street
Suggested future housing

Develop a community garden

Along Copper River Highway

Assign street addresses to homes out along the Copper River Highway to improve access and emergency response

Encourage large landowners to free up additional land for development

Add bike/walking path or widened shoulder on route to the airport

Establish additional cold storage, fish processing and other large industrial activities

Leif Stavig, Interim Planner
City of Cordova
907-424-6220
planning@cityofcordova.net

Shelly Wade, Project Manager
Agnew::Beck
907-242-5326
shelly@agnewbeck.com
Diversify the economy (agriculture, aquaculture, more small-scale tourism, timber)

Expand maritime services (indoor boat maintenance facility, increased vessel repair services, boat rebuilding, community cold storage)

Expand value-added seafood processing (fish sticks, imitation crab, smokehouse)

Grow wintertime fisheries (cod, shrimp, herring, crab, halibut)

Expand vocational and technical education opportunities (marine industry-specific trainings)

Create small business incentives (tax incentives, training, co-work space)

Improve access via improved ferry service or other connections

Address Cordova’s high cost of living (groceries, housing, travel)

“Cordova is a wonderful community because it is small, because of the strong fishing economy, and because of the vibrant people who would not fit in anywhere else.”

“I love this town and hate the thought of having to leave but it costs so much to live here ... now that I’m retired I have to leave.”

What do you most value about Cordova?

- Sense of community, small-town feel: 67%
- Access to outdoor recreation: 65%
- Safe and family-friendly: 61%
- Abundance of natural resources: 54%
- Access to subsistence opportunities: 52%
- Beautiful landscapes: 49%
- Quality schools: 42%
- Volunteer, commitment to community: 24%
- Support for local businesses: 21%
- History and culture: 19%
- Access to healthcare: 17%
- Diversity: 8%

What are Cordova’s biggest challenges?

- High cost of living: 54%
- Lack of affordable, quality housing: 33%
- Limited ferry access: 33%
- Limited economic diversity, dependence on single industry: 32%
- Aged harbor: 22%
- Difficult to operate, maintain and replace public facilities: 21%
- Limited land base and options for growth: 18%
- Small workforce, limited training and certification options: 18%
- Limited commercial access: 15%
- Volunteer fatigue: 9%
- Limited affordable, appropriate commercial space: 7%
- Lack of walkability: 7%

What are the most important projects, strategies we should focus on over the next 5 years?

- Secure more consistent, stable ferry service: 51%
- Incentive and support small business development: 48%
- Establish long-term maintenance, replacement plans for public facilities: 44%
- Replace and expand harbor: 44%
- Provide affordable and quality housing: 37%
- Provide affordable and quality healthcare: 34%
- Grow and support tourism: 33%
- Revitalize main street, uptown: 27%
- Secure more consistent, stable commercial service: 27%
- Improve pedestrian routes, including additional sidewalks: 27%
- Increase community education and involvement in local government: 19%
- Increase community volunteerism: 7%

How can Cordova create year-round jobs? Your ideas:

- Diversify the economy (agriculture, aquaculture, more small-scale tourism, timber)
- Expand maritime services (indoor boat maintenance facility, increased vessel repair services, boat rebuilding, community cold storage)
- Expand value-added seafood processing (fish sticks, imitation crab, smokehouse)
- Grow wintertime fisheries (cod, shrimp, herring, crab, halibut)
- Expand vocational and technical education opportunities (marine industry-specific training)
- Create small business incentives (tax incentives, training, co-work space)
- Improve access via improved ferry service or other connections
- Address Cordova’s high cost of living (groceries, housing, travel)

“Cordova is difficult to get to which is one of the reasons why many people live here. It is off the beaten path, in a beautiful place... But with this comes additional challenges. When the ferry or airlines cannot support the needs of the community, people may begin to look for opportunities elsewhere.”

What other ideas and concerns were shared in the survey?

- Create more senior housing options
- Limit infill of tidelands to protect fish and bird habitat
- Clean up streets and encourage property owners to tidy lots
- Consider supplementing city revenues with sources other than property tax
- Explore ways to consolidate healthcare delivery between the City and the Native Village of Eyak
- Improve recycling and trash management, including better bear management

Cordova Comp Plan Update Survey + Map Results, Jan 2019: What you have to say
A total of 259 residents responded to the January Question of the Month, either electronically or in-person during the Iceworm Festival.

**Do you see yourself living in Cordova in five years?**

- Yes, 70%
- No, 12%
- Not sure, 19%
What makes you want to stay?

The following word cloud was generated using combined comments to this question. The size of a word in the cloud is based on the frequency each word was mentioned in survey responses; largest words were mentioned most frequently.1 Representative quotes are shown on the right.

“Cordova is the greatest town I’ve ever lived in. It’s beautiful and quirky and amazing...Nothing beats Cordova!”

“I live in Cordova because it is exactly the place I want to live, great work/life balance, out the door adventure, quality rural lifestyle with a splash of cosmopolitan perspective.”

“I can’t get rid of this place. It sticks with you.”

“It’s my home. I love the feeling of community and having my family here. This has been my family’s home for generations.”

“We have a great fishing fleet. We help feed the world.”

“Youth grow up feeling loved. It’s beautiful here.”

“The beautiful natural surroundings. In just a 5-minute drive we are in one of the most beautiful places in the world. Our livelihood is here, as long as we fish commercially it is preferable to live in Cordova.”

“The people, outdoor opportunities, community spirit, cultural events, activities for kids, security, Mt Eccles Elementary, Net Loft, the food, and summer.”

“The people and the lack of people.”

“I’ve been here fifty years, what’s another five?”

“Community is supportive of education, school and teachers.”

---

1 Word clouds were generated using Word Cloud Art: [https://wordart.com](https://wordart.com)
What makes you want to leave?

The following word cloud was generated using combined comments to this question. The size of a word in the cloud is based on the frequency each word was mentioned in survey responses; largest words were mentioned most frequently. Representative quotes are shown on the right.

“High cost of ferry and flight travel. High cost of food and unreliable service so sometimes there is no fresh produce.”

“The weather, opponents to business development, lack of winter fisheries, inability to find qualified workers in winter.”

“Loss of our road, ferry, and air service, lack of restaurants, lack of small businesses to shop at, retail businesses closing.”

“If I had to pick a reason to leave it would be access to a variety of medical services as I get older.”

“It is so expensive to leave town. We miss our families and want to see the world, but it is very cost prohibitive.”

“Lack of decent, affordable housing. Limited options for buying and renting. Housing is a real problem here.”

“We are a retired couple on a fixed income, the cost of living and health care may force us to make a move.”

“The climate and the darkness in winter.”

“I will leave for school. I’ve lived here my whole life and I want to experience other things.”

“If it turned into Ketchikan I would leave - I’m not interested in big tour boats.”

---

2 Word clouds were generated using Word Cloud Art: https://wordart.com
Summary of Results
Activity #1: Discuss Map and Survey Results: What is missing?

_Description of activity:_ Participants were asked to review the snapshot of the interactive map and community survey results; the room was split into small groups and each group identified topics, project and strategies they felt were missing.


**Housing**

- Expand water service.
- Revitalize existing housing.
- Create more affordable, strategically located and accessible housing.
- Increase the amount of seasonal housing.

**Economic Development**

- Fiber optic construction.
- Establish more festivals and events to bring residents together and attract visitors to town, including Filipino Independence Day and a Pacific Rim festival.

**Health + Environment**

- Identify a new location and relocate the public safety building. One potential suggested site: the intersection of Lefevre and the Copper River Highway.
- Increase medical support services for older residents to stay in Cordova as they age.

**Transportation and Maritime**

- South Fill expansion needs to consider Shorebird Treaty and shorebird habitat.
- Need weir maintenance at Six Mile.
- Combine the ferry and air service strategy into one strategy: “Secure more consistent, reliable ferry and air service.”
- Improve and increase water-based freight services.
Activity #2: Strategy Discussion

Description of Activity: Participants were divided into small groups. Each group identified a priority strategy and brainstormed responses to the following questions: How can we be successful with this strategy? What are important next steps?

Brainstorm: Small Business Incentives

- Consider tax abatements and tax relief for new businesses.
- Establish revolving loan programs. For example, local government could help cover costs of important infrastructure at low interest rates.
- Establish a co-op loan program.
- Focus small business incentives on specific industries that are needed in the community, and in locations that align with the Cordova Comprehensive Plan.

Brainstorm: Improve Air Service and Freight

- Summary of the challenge:
  - The loss of half freight/half passenger service from Alaska Airlines has hurt cargo deliveries.
  - There are only three Alaska Airlines freight planes for all of Alaska.
  - Under the current administration, ferry service may further decline, increasing the importance of air service.

- Cordova and other remote communities need to put pressure on Alaska Airlines for better freight service.
- Are there other smaller, Ravn-type airlines that could serve the community?
- There are not many coastal representatives in Juneau. How can we increase representation?
- Small businesses will struggle to operate and sustain themselves without consistent transportation.

Brainstorm: Revitalize Housing (two groups covered this topic)

- Expand affordable housing in strategic locations that are accessible/walkable to reduce the need for parking and vehicle use. Incentivize efficient, smaller units such as studios and one bedrooms.
- For older residents and those with mobility challenges, consider accessibility and safety. Some of the neighborhoods are too hilly to walk safely. Apartment buildings may need elevators for older residents.
- Increase the availability of seasonal housing.
- Establish property tax abatement program to revitalize Main Street and help make housing and redevelopment projects more financially feasible.
  - The program could also include local hire or supply requirements.
  - The City could offer a year of abatement for every housing unit created.
- Potential locations for new housing:
  - Main Street (would increase accessibility and reduce need for parking)
  - Consider rezoning South Fill to allow for higher density housing near the harbor, such as apartments.
  - Buildings that could be renovated to provide housing:
    - Old gingerbread house
    - The Alaskan
- Salvation Army Building
- Old Coho
- other vacant properties

- Reach out to Alaska Housing Finance Corporation (AHFC) or a private developer to inquire about creating a larger housing project. What options exist to do a multi-story mixed use development with 1st floor commercial and two floors of residential?
- Encourage residents to add accessory dwelling units to their properties to increase density and housing options.

**Brainstorm: Improve Parking and Transportation**

- If the public safety building gets moved, could that be turned into additional parking?
- Cordova needs more efficient walkways/connectivity and more sidewalks.
- Consider creating a Complete Streets policy for Cordova.
- Establish more handicap accessible sidewalks and construct easier/less steep trails for more accessible recreation.
- Add more boardwalks around town.

**Brainstorm: Repair and Expand (not Replace) Harbor**

- Apply for a Tier 1 grant.
- The Cordova City Council has authorized putting a bond issue on the ballot in March; public education will be important to build support ($5 million for the state grant, $5 million for bond measure).
  - Provide information about how many new slips will be created as a result of repairs (some are unused now due to damage).
  - Promote the connection between an increase in slip fees, and improved harbor maintenance.
  - Provide education: what will $10 million bring for the new harbor? How much more will be needed to complete the job?
  - Consider dedicating a portion of slip fee increase to future maintenance.
**Activity #3: How can we create more jobs?**

*Description of Activity: Participants were divided into small groups. Starting with the initial survey responses on the Snapshot handout, each group brainstormed how Cordova can create more year-round jobs.*


**Expand Fisheries**

- Encourage year-round processing to keep people in town. The infrastructure is here already.
- Some Cordova fishermen participate in year-round fisheries that are harvested in Prince William Sound but must deliver their catch to Whittier or Kodiak for processing. Are there opportunities to do more processing here?
- One of the challenges is dealing with the cost of outfall from low-value fish. Are there creative ways to address this?
- Potential fish for year-round processing include Pacific cod, pollock, flatfish.
- Expand value-added processing.
  - Promote the DEC-approved commercial kitchen in the Cordova Center.
  - Encourage residents to do more jarring, canning out of season.
  - Expand out of town marketing and sales.
- Advocate to UAF to continue funding Cordova’s SeaGrant position.
- Encourage the Science Center to expand relevant industry research such as testing shellfish.

**Improve Local Hire, Training and Career Growth**

- Increase opportunities for residents to develop trade skills that are needed in Cordova through vocational training. Many of Cordova’s tradespeople will retire soon and younger people will need to fill those roles.
- Establish training programs; recruit tradesmen to teach courses in Cordova for needed trades such as welding, mechanics, electricians, plumbers, HVAC, carpenters. If the public safety building is relocated, the building could be repurposed into a training space like AVTEC.
- Encourage large local employees to create more entry level roles and offer in-house training to make it easier for locals with limited experience to have more economic mobility and career growth. This includes the Forest Service, the City, non-profits, etc.
- Encourage major employers to better market employment opportunities in the off season. Some residents may opt to stay year-round if they realize there are so many jobs available.
- “We don’t need to grow our summertime population, but we do need to keep more people here in the off season. Even an increase of 200 or 300 in the winter would make a big difference. I don’t think we want our summertime population to grow any more -that would put a strain on our resources like parking and housing.”
Expand Existing and Emerging Industries

- Tourism
  - Expand small-scale tourism such as heliskiing in the winter, fishery charters in summer.

- Agriculture
  - Expand the production of local produce.
  - Create high tunnel greenhouses at 5-mile loop to support year-round production of produce.
  - Native Village of Eyak may have explored this – follow up to see what happened and what was learned.

- Encourage new businesses in town such as a microbrewery or kombucha maker.

Support Entrepreneurship

- Establish a business incubator.
- Expand regional branding and promote local crafts; establish a “Made in Cordova” brand.
- Establish a Maker Pace:
  - This should include tools, space and equipment such as woodworking tools and a kiln.
  - Arts and crafts can promote community building and help mental health.
  - Identify potential donors of space/land, such as the old high school.
  - Potential collaborators include Native Village of Eyak, Eyak Corporation, Rasmussen, Murdoch Charity Trust, etc.

Increase and Promote Cordova’s Quality of Life

- Promote Cordova as a great place for telecommuters; strong communication connectivity, high quality of life.
- Advertise Cordova at Universities to young graduates who want an active lifestyle.
- Could Cordova host a call center?
- Need more year-round restaurants. Residents may be more willing to stay year-round if things do not shut down in the off-season.
- Support Cordova’s aging residents and attract additional seniors by expanding the array of support services such as personal health aides, in home care and assisted living.
- Pursue upgrades at the ski hill, such as snowmakers and a new motor for the lift. In order to promote ski tourism, there needs to be reliable snow throughout the winter.

Address the High Cost of Living

- The cost of housing limits new job growth. Over the coming years we are losing approximately 30 housing units due to older buildings being demolished, which will make the problem worse.
- Local businesses are having a hard time getting people to stay (restaurants, businesses) and have to close because they can’t find qualified staff. Many staff leave due to cost of living; it’s hard to live in Cordova if you have a lower-paying job.
- Address freight costs to address high business costs.
RESOLUTION OF THE CORDOVA SCHOOL DISTRICT
BOARD OF EDUCATION
Resolution No. 2019: 03

A RESOLUTION OPPOSING THE FORMATION OF A PRINCE WILLIAM SOUND BOROUGH
PROPOSING THE INCLUSION OF THE CITY OF CORDOVA

WHEREAS, the Cordova School District has been recognized nationally for its innovation, student achievement, and successful practices over the course of the past decade; and

WHEREAS, the District is driven by the needs of our students and the voices of community members, at large, and, thus, is successful because of the close connections that we have to our local educational stakeholders; and

WHEREAS, each community within the Sound represents different and unique cultures and perspectives, including Cordova, and that the formation of a borough puts at risk the strategic direction of the District in educating our students; and

WHEREAS, the School Board has reviewed the potential impacts of borough formation on our school district, including positive outcomes and concerns; and

WHEREAS, Alaska Statute allows for only one school district to operate within a borough; and

WHEREAS, being absorbed into a large borough eliminates local education governance for Cordova; and

WHEREAS, loss of local governance diminishes the citizen-stakeholder voice in identifying and supporting the needs and potential of students in our community; and

WHEREAS, an additional layer of borough government detracts from the established efficiencies and operational practices of the District; and

WHEREAS, recent feasibility studies failed to identify and quantify how a borough formation would enhance our education system or the quality of life for our students;

NOW, THEREFORE, BE IT RESOLVED, as the governing board responsible for ensuring a high-quality public education for each student in our community, the Cordova School District Board of Education is resolute in strongly opposing the formation of a borough structure involving the City of Cordova.

Approved by the Cordova School District Board of Education on February 13, 2019.

[Signature]
Board President
March 12, 2019

Subject: **Early notification** of wastewater discharge permit for Shoreside Petroleum, Inc.

Dear Local and Tribal Government Leaders:

The Alaska Department of Environmental Conservation (DEC) proposes to reissue an Alaska Pollutant Discharge Elimination System (APDES) individual permit (AK0036994) for the Shoreside Petroleum, Inc. This permit would regulate wastewater discharges into Orca Inlet.

**Background Information**

The facility is located on Orca Inlet approximately one mile north of the community center of Cordova, Alaska. The facility supplies gasoline, aviation fuel, diesel fuel, and heating oil to both marine and shore-based customers. Discharges into Orca Inlet (receiving water) consist of water from secondary containment areas.

**Description of Discharge**

The facility discharges water from secondary containment areas into Orca Inlet located in southeast Prince William Sound. The permit establishes limits for oil and grease, total organic carbon, total aqueous hydrocarbons, total aromatic hydrocarbons, and pH. The permit will include monitoring for total discharge flow. The permit does not include an authorized mixing zone as the discharges are not expected to cause, or contribute to, an exceedance of state water quality criteria in the receiving water.

**Opportunities for tribal and local government participation in this permitting decision**

DEC recognizes rural Alaska has unique needs and considerations with regard to wastewater discharges and strives to issue permits that reflect a full understanding of local conditions. This letter is intended as an **early notice** to assist you in determining whether your community may be affected and inform you of the opportunity to provide traditional, cultural, or other local information that DEC should consider as part of this permit reissuance. DEC would like to know how your area and resources may be affected by this permitting action.

**Next Steps**

After the permit is drafted, there will be a **10 day applicant review period** of the preliminary draft permit. Following the applicant review period, there will be a **30 day public review and comment period**. I will provide a copy of the public notice for the permit by mail or e-mail at the start of the public comment period. After the public review and comment period, there will be a **5 day applicant review period** of the final draft permit before the permit is issued.
If requested, I can also provide notice of the preliminary draft and proposed final applicant review periods. Due to the short timeframes for those reviews, notices are sent by email or fax. Please provide an e-mail address or fax number if you would like to receive notices for the preliminary draft and proposed final applicant review periods.

If you would like more information or would like to provide DEC with information about this permit, please do not hesitate to contact me at (907) 465-5272 or at gina.shirey@alaska.gov. For technical questions about the permit, you may also directly contact the permit writer, Marc Bentley, at (907) 269-6287 or at marc.bentley@alaska.gov.

Sincerely,

Gina Shirey
Local and Tribal Government Coordinator

Enclosure: Figure 1: Area Vicinity Map
Tribal Involvement in the Permitting Process postcard

cc: Potentially Affected Local Governments
Potentially Affected Federally-recognized Indian Tribes
AREAS DEPICTED ARE REPRESENTATIVE, AND MAY NOT BE EXACT.
The Department of Environmental Conservation (DEC) strives to develop sound permits based on a full understanding of local conditions, informs tribes about potential permitting actions that may affect them, and provides opportunities for tribal input during the permitting process.
AGENDA ITEM 14
City Council Meeting Date: 03/20/2019

CITY COUNCIL COMMUNICATION FORM

FROM: Susan Herschleb / Director of Parks and Recreation
DATE: 03/11/2019
ITEM: Resolution 03-19-14
NEXT STEP: Vote on a budget amendment

_____ ORDINANCE  _____ MOTION  _X_ RESOLUTION  _____ INFORMATION

I. REQUEST OR ISSUE:
The Parks and Recreation Department and the Commission requests City Council to support the Parks and Recreation commission resolution 506-400-19-01 with a budget amendment of $25,000.00 to cover the costs of engineered drawings of a renovation/expansion of Odiak Camper Park, for the purpose of applying for a Land Water Conservation fund grant.

- That City Council approve a budget amendment of $25,000.00 from Odiak Camper Park cash reserves to account number 506-400-52180.

II. RECOMMENDED ACTION / NEXT STEP:

- Staff suggest the following motion:
  ‘I move to approve resolution 03-19-14’

III. FISCAL IMPACTS:
The Land Water Conservation Fund (LWCF) grant would require a 50% match from the City. We cannot determine the match amount without a design concept. Engineered drawings are required to apply for the grant; they are not included in the grant. The balance on the Odiak Camper Park cash reserve account as of 2019 the balance was 140k.

- An expansion of Odiak Camper Park will increase the number of spaces available to rent and create more revenue.
IV. BACKGROUND INFORMATION:
The LWCF, was the original funding source, used to build Odiak Camper Park, as well as, the Whitshed multi-use field and ballpark. The LWCF uses The State of Alaska Division of Parks and Recreation Comprehensive Plan (known as SCORP; Statewide Comprehensive Outdoor Recreation Plan) to prioritize eligibility for funding. The current priority is enhancing/renovating existing LWCF properties, with a focus on providing ADA accessible bathroom facilities on their properties. This priority will remain the same through the year 2020. Presently Odiak Camper Park, the multi-use field and the ballfield do not have ADA accessible bathrooms.

This budget amendment is consistent with the following documents:
- The Parks and Recreation Master Plan
  - Odiak Camper Park was reviewed fall of 2018. This project is ranked second in priority overall in the Parks and Recreation Dept. Master Plan. The Parks and Recreation Commission categorized their priorities for the property (attached)
- The City of Cordova Strategic Plan
  - Renovating and expanding the Camper Park would be consistent with two of the Strategic Plan Priorities. It would stimulate Economic Development and improve Infrastructure.
  - Listed under the Strategic Work Plan; 2018 Action Items, you will find listed; Project Development – RV Park.
- Resolution 506-400-19-01. A resolution from the Parks and Recreation Commission (attached)

V. LEGAL ISSUES:
N/A

VI. SUMMARY AND ALTERNATIVES:
If budget amendment is not passed the grant application cannot be submitted.
CITY OF CORDOVA, ALASKA
RESOLUTION 03-19-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA, AUTHORIZING THE CITY OF CORDOVA TO AMEND THE FY19 BUDGET IN THE AMOUNT OF $25,000.00 FOR THE DESIGN DRAWINGS FOR A RENOVATION/EXPANSION OF THE ODIAK CAMPER PARK

WHEREAS, the City Council of the City of Cordova has adopted the City Operating Budget and appropriated funds for FY 19 for the period of January 1, 2019 to December 31, 2019.

WHEREAS, the Odiak Camper Park fund has cash reserves available for projects, which are neither encumbered nor expected to be spent by year end. As of 2019 the reserve balance is $140,000.

WHEREAS, the funds will be appropriated in line item 506-400-52180 professional services, to fund the design and engineering drawings of a renovation/expansion of the Odiak Camper Park, for the purpose of applying for a Land Water Conservation Fund (LWCF) grant.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cordova, that: authorizes the amendment of the FY19 Budget and in the amount of $25,000.00 for the design and engineering drawings of a renovation/expansion of the Odiak Camper Park.

PASSED AND APPROVED THIS 20th DAY OF MARCH 2019.

__________________________________
Clay R. Koplin, Mayor

ATTEST:

__________________________________
Susan Bourgeois, CMC, City Clerk
Parks and Recreation Commission Master Plan

PROPERTY:
Odiak Camper Park:
Classification: Camper Park
The Parks and Recreation Commissioners have categorized their review of Odiak Camper Park and prioritize each category.

Health and Safety priorities:
1. Water Sewer hook ups.
2. Improve / move bath house; if water sewer lines are being placed at Park.
3. Good garbage management / reduce, minimize attractive nuisance.
4. Safe access to bike and walking trails. The Commission supports the Safe Routes to School proposal; to place a bike/walking path along Whitshed road between the Copper River Highway Odiak Camper Park.

Recreational priorities:
1. Move playground area (which is need of replacement) to the multi-use field for the whole community to enjoy. This proposal is particularly attractive if the bike path is placed on Whitshed road via SRTS grant. This would also allow us to redesign the Park and create more R/V parking spaces.

Administrative priorities:
2. Make sure rates reflect costs for future capital projects.
CITY OF CORDOVA, ALASKA

Parks and Recreation Commission Resolution 506-400-19-01

A RESOLUTION BY THE CITY OF CORDOVA PARKS AND RECREATION COMMISSION, IN SUPPORT OF USING ODIAK CAMPER PARK RESERVES TO GENERATE ENGINEERED DRAWINGS DEPICTING A REDESIGNED LAYOUT OF ODIAK CAMPER PARK, TO INCLUDE WATER AND SEWER LINES TO THE SITES, AN INCREASED NUMBER OF RECREATIONAL SITES OVERALL, AND A REPOSITIONING OF THE PLAYGROUND AND BATHHOUSE, THAT WOULD PROVIDE THE COMMUNITY YEAR-ROUND ACCESS.

Whereas water and sewer lines are not currently plumbed to any of the recreational sites in Odiak Camper Park; and

Whereas long term tenants are routinely dumping greywater and greywater is an attractive nuisance, increasing the potential for dangerous interaction between humans and wildlife; and

Whereas the City of Cordova sold parcel ASLS2001-5 decreasing the number of opportunities available for temporary RV parking and tent camping; and

Whereas the playground and bathhouse are located within the boundaries of the camper park, effectively eliminating community use of both amenities; and

Whereas redesigning the layout of Odiak Camper Park will increase the number of RV spaces available to seasonal visitors;

Now therefore be it resolved, the Cordova Parks and Recreation Commission adopts this resolution in support of using Odiak Camper Park reserves to generate engineered drawings depicting a redesigned layout of Odiak Camper Park, to include water and sewer lines to the sites, an increased number of recreational sites overall, and a repositioning of the playground and bathhouse, that would provide the Community year-round access.

Approved on this day the 21st of February 2019.

[Signature]
Commission Chair

[Signature]
Director of Parks and Recreation
I. **REQUEST OR ISSUE:** Council election of a Vice Mayor.

II. **RECOMMENDED ACTION / NEXT STEP:** Council nominates a council member to serve as Vice Mayor for one year. Suggested motion:

   *I move to nominate Council member ______________ to serve as Vice Mayor until the first meeting after the certification of the 2020 Regular City Election.*

III. **FISCAL IMPACTS:** none

IV. **BACKGROUND INFORMATION:** See charter reference under legal issues below. Most important role of Vice Mayor is chairing meetings in the Mayor’s absence and otherwise taking on the role of Mayor when Mayor is absent.

V. **LEGAL ISSUES:** Charter section 2-2 reads as follows:

   *At the first meeting after the time prescribed for the beginning of the terms of newly elected council members, or as soon thereafter as practicable, the council shall elect one of its members vice mayor, who shall serve as such until the next such first meeting. The vice mayor shall only act as mayor during the absence or disability of the mayor, or, if a vacancy occurs in the office of mayor, until another mayor is appointed by the council and is qualified. The vice mayor when presiding over the council as acting mayor, shall have a vote only as a council member. If the office of vice mayor becomes vacant, the council shall elect, from its members, another vice mayor for completion of the unexpired term.*

VI. **SUMMARY AND ALTERNATIVES:** Council can either vote aloud, by roll call vote, or by secret ballot for a nominee or nominees.
City Council of the City of Cordova, Alaska
Pending Agenda March 20, 2019 Regular Council Meeting

A. Future agenda items

1) Code change re Council member service on boards/commissions, re mobile restaurant approval
2) Need for a Federal Lobbyist/RFP
3) Odiak Camper Park and/or other locations for long term rv/trailer space rentals in Cordova
4) Harbor expansion Town Hall type meeting - public input
5) Resolution 12-18-36 re E-911, will be back when a plan has been made, referred 12/19/18

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

1) Capital Priorities List and Resolution to come before Council quarterly:
2) Staff quarterly reports will be in the following packets:
3) Healthcare study joint meetings Council, CCMCA Board & NVETC - mtg of the principles held 1/29/19
   next principles mtg tba
4) Strategic Planning - revisit plan
5) ADoT reps in town for Whiteshed Road Pedestrian Path Project Kickoff meetings
   3/21/2019  Community Rooms A & B, 5:00 - 7:00 pm
6) Sometime in late March/early April 2019 - joint work session with Planning Commission,
   City Council and Comprehensive Plan Committee

Clear direction should be given to Clerk/Manager on any proposed agenda item
including who is being tasked / what the action will be / when it will be on an agenda

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Mayor Koplin or the City Manager can either agree to such an item and that will automatically place it
on an agenda, or a second Council member can concur with the sponsoring Council member.
D. Membership of existing advisory committees of Council formed by resolution:

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

2) Cordova Trails Committee:  
   1-Elizabeth Senear  
   2-Toni Godes  
   3-Dave Zastrow  
   4-Ryan Schuetze  
   5-Wendy Ranney  
   6-Michelle Hahn  
   auth res 11-09-65 app 12/2/09

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

4) PWS Borough Advisory Committee:  
   1-Ezekiel Brown  
   2-Angela Butler  
   3-Hayley Hoover  
   4-Sylvia Lange  
   5-Barb Jewell  
   6-  
   authorizing resolution 09-18-26  
   approved Sept 19, 2018

5) Comprehensive Plan Committee:  
   1-Cathy Long  
   2-Kristin Carpenter  
   3-Tom McGann  
   4-Nancy Bird  
   5-Brooke Johnson  
   6-Katrina Hoffman  
   7-  
   8-Dave Zastrow  
   9-Olivia Carroll  
   10-  
   11-  
   12-  
   authorizing resolution 10-18-28  
   approved Oct 3, 2018

E. City of Cordova appointed reps to various non-City Boards/Councils/Committees:

1) Prince William Sound Regional Citizens Advisory Council  
   Robert Beedle  
   re-appointed June 2018  
   2 year term until May 2020
   re-appointed March 2016
   re-appointed March 2014
   appointed April 2013

2) Prince William Sound Aquaculture Corporation Board of Directors  
   Tom Bailer  
   re-appointed October 2018  
   3 year term until Sept 2021
   appointed February 2017-filled a vacancy

3) Southeast Conference AMHS Reform Project Steering Committee  
   Mike Anderson  
   appointed April 2016  
   until completion of project
   Sylvia Lange  
   alternate
## March 2019

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<th>Sunday</th>
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- **3rd, 4th, 5th, 6th**
  - **PWSAC Spring Mtg 9am CCAB**
  - **absentee voting @ City Hall Feb 19 - Mar 4 M-F 8a-5p**

- **7th**
  - **CSD Spring Break March 7 - 15, 2019**
  - **2019 assessments notices mailed**
  - **6:00 Council work session 7:00 Council reg mtg CCAB**

- **10th**
  - **CSD Spring Break March 7 - 15, 2019**

- **17th**
  - **5:30 CTC Board Meeting**
  - **6:00 Council work session 7:00 Council reg mtg CCAB**

- **24th**
  - **CSD Parent Teacher Conferences March 27 - 29, 2019**

- **31st**
  - **Seward’s Day City Hall Offices Closed**

**Notes**

- **Legend:**
  - CCAB - Community Rms A&B
  - CCB - Community Rm B
  - CCM - Mayor's Conf Rm
  - CCER - Education Room
  - CCA - Community Rm A
  - CHS - High School Library
  - LN - Library Fireplace Nook
  - CRG - Copper River Gallery
  - CCMCA Bd - last Thurs

- **Cncl - 1st & 3rd Wed P&Z - 2nd Tues SchBd, Hrb Cms - 2nd Wed**
- **CTC - 3rd Wed P&R - last Tues CEC - 4th Wed CCMCA Bd - last Thurs**
<table>
<thead>
<tr>
<th>Sunday</th>
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<td>6:00 P&amp;R CCM</td>
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<td><strong>Notes</strong></td>
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</table>

Legend:
- CCAB - Community Rms A&B
- HSL - High School Library
- CCA - Community Rm A
- CCB - Community Rm B
- CCM - Mayor’s Conf Rm
- CCER - Education Room
- LN - Library Fireplace Nook
- CRG - Copper River Gallery
- HCR - CCMC Conference Room

**Calendar Month**: April 2019
**Calendar Year**: 2019
**1st Day of Week**: Sunday

- **Easter Sunday**: April 21
- **April 19-27**: P&R - last Thurs
- **CEC**: 4th Wed
- **CCMCA Bd**: last Thurs
- **Cncl**: 1st & 3rd Wed
- **PZ**: 2nd Tues
- **SchBd, Hrb Cms**: 2nd Wed
- **CTC**: 3rd Wed

Events:
- **Monday, April 1**: CEC Board Meeting
- **Tuesday, April 2**: CCMCAB Board Meeting
- **Wednesday, April 3**: Council work session, Council pub hrg, maybe CCAB, Council reg mtg CCAB
- **Thursday, April 4**: appeal period for 2019 property assessments closes
- **Friday, April 5**: P&R CCAB
- **Saturday, April 6**: HCR

- **Monday, April 8**: 6:30 P&Z CCAB, 7:00 Harbor Cms CCM
- **Tuesday, April 9**: 7:00 Board of Equalization Meeting CCAB
- **Wednesday, April 10**: 6:00 Council work session, 6:45 Council pub hrg, maybe CCAB, 7:00 Council reg mtg CCAB
- **Thursday, April 11**: P&Z CCAB
- **Friday, April 12**: HCR
- **Saturday, April 13**: CCMCAB Board meeting

- **Monday, April 15**: 6:00 P&R CCM
- **Tuesday, April 16**: Council work session, Council pub hrg, maybe CCAB, 7:00 Council reg mtg CCAB
- **Wednesday, April 17**: 5:30 CTC Board Meeting
- **Thursday, April 18**: CCE Board Meeting
- **Friday, April 19**: Council work session, Council pub hrg, maybe CCAB, 7:00 Council reg mtg CCAB
- **Saturday, April 20**: HCR

- **Monday, April 22**: 6:00 CEC Board Meeting
- **Tuesday, April 23**: 6:00 CCMCAB HCR
- **Wednesday, April 24**: HCR
- **Thursday, April 25**: CCMCAB Board Meeting
- **Friday, April 26**: P&R CCAB
- **Saturday, April 27**: HCR

**Easter Sunday**: April 21

**April 19-27**: P&R - last Thurs

**CEC**: 4th Wed

**CCMCA Bd**: last Thurs

**Cncl**: 1st & 3rd Wed

**PZ**: 2nd Tues

**SchBd, Hrb Cms**: 2nd Wed
### MAY 2019

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<td>7:00 Council reg mtg CCAB</td>
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<td>6:00 Council work session</td>
<td>6:45 Council pub hrg (maybe) CCAB</td>
<td>7:00 Council reg mtg CCAB</td>
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<td>5:30 CTC Board Meeting</td>
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<td>6:00 CEC Board Meeting</td>
<td>6:00 CCMCAB HCR</td>
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<td>6:00 P&amp;R CCM</td>
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<td>6:00 P&amp;R CCM</td>
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</table>

**Notes**

Legend:
- **CCAB**: Community Rms A&B
- **HSL**: High School Library
- **CCA**: Community Rm A
- **CCB**: Community Rm B
- **CCM**: Mayor’s Conf Rm
- **CCER**: Education Room
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- **CRG**: Copper River Gallery
- **HCR**: CCMC Conference Room
- **Cncl**: - 1st & 3rd Wed
- **P&Z**: - 2nd Tues
- **SchBd, Hrb Cms**: - 2nd Wed
- **CTC**: - 3rd Wed
- **P&R**: - last Tues
- **CEC**: - 4th Wed
- **CCMCA Bd**: - last Thurs

- **Memorial Day**: City Hall Offices Closed
- **CHS Graduation**: Last Day of School
# City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

## Mayor and City Council - Elected

<table>
<thead>
<tr>
<th>seat/length of term</th>
<th>email</th>
<th>Date Elected</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mayor:</strong> Clay Koplin</td>
<td><a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a></td>
<td>March 5, 2019</td>
<td>March-22</td>
</tr>
<tr>
<td>3 years</td>
<td></td>
<td>March 1, 2016</td>
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</table>

Council members:

<table>
<thead>
<tr>
<th>seat/length of term</th>
<th>email</th>
<th>Date Elected</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Seat A:</strong> Tom Bailer</td>
<td><a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a></td>
<td>March 5, 2019</td>
<td>March-22</td>
</tr>
<tr>
<td>3 years</td>
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</tr>
<tr>
<td><strong>Seat B:</strong> Kenneth Jones</td>
<td><a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a></td>
<td>March 7, 2017</td>
<td>March-20</td>
</tr>
<tr>
<td>3 years</td>
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</tr>
<tr>
<td><strong>Seat C:</strong> Jeff Guard</td>
<td><a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a></td>
<td>March 7, 2017</td>
<td>March-20</td>
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<tr>
<td>3 years</td>
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<tr>
<td><strong>Seat D:</strong> Melina Meyer</td>
<td><a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a></td>
<td>March 6, 2018</td>
<td>March-21</td>
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<tr>
<td>3 years</td>
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<tr>
<td><strong>Seat E:</strong> Anne Schaefer</td>
<td>elected by cncl</td>
<td>March 6, 2018</td>
<td>March-21</td>
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<tr>
<td>3 years</td>
<td><a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a></td>
<td>December 6, 2017</td>
<td></td>
</tr>
<tr>
<td><strong>Seat F:</strong> David Allison, Vice Mayor</td>
<td><a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a></td>
<td>March 5, 2019</td>
<td>March-22</td>
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<tr>
<td>3 years</td>
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<td>March 1, 2016</td>
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</tr>
<tr>
<td><strong>Seat G:</strong> David Glasen</td>
<td><a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a></td>
<td>March 5, 2019</td>
<td>March-22</td>
</tr>
<tr>
<td>3 years</td>
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## Cordova School District School Board - Elected

<table>
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<th>seat/length of term</th>
<th>email</th>
<th>Date Elected</th>
<th>Term Expires</th>
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<tbody>
<tr>
<td><strong>3 years</strong> Barb Jewell, President</td>
<td><a href="mailto:bjewell@cordovasd.org">bjewell@cordovasd.org</a></td>
<td>March 5, 2019</td>
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<td>March 5, 2013</td>
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<tr>
<td><strong>3 years</strong> Bret Bradford</td>
<td><a href="mailto:bbradford@cordovasd.org">bbradford@cordovasd.org</a></td>
<td>March 6, 2018</td>
<td>March-21</td>
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<tr>
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<td>March 3, 2015</td>
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<tr>
<td><strong>3 years</strong> Tammy Altermott</td>
<td><a href="mailto:taltermott@cordovasd.org">taltermott@cordovasd.org</a></td>
<td>March 5, 2019</td>
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<tr>
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<td></td>
<td>March 5, 2013</td>
<td></td>
</tr>
<tr>
<td><strong>3 years</strong> Peter Hoepfner</td>
<td><a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a></td>
<td>March 6, 2018</td>
<td>March-21</td>
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<tr>
<td></td>
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<td>March 3, 2015</td>
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<td></td>
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<td>March 6, 2012</td>
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<td></td>
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<td>March 3, 2009</td>
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<td>March 7, 2006</td>
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<tr>
<td><strong>3 years</strong> Sheryl Glasen</td>
<td><a href="mailto:saglasen@cordovasd.org">saglasen@cordovasd.org</a></td>
<td>March 7, 2017</td>
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<td>March 4, 2014</td>
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*Vacant (appointed, non-voting)*

City Council Rep

- seat up for re-election in 2020
- board/commission chair
- seat up for re-appt in Nov 19
### City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

#### CCMC Authority - Board of Directors - Elected

<table>
<thead>
<tr>
<th>Length of Term</th>
<th>Name</th>
<th>Date Elected</th>
<th>Term Expires</th>
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<tbody>
<tr>
<td>3 years</td>
<td>Kristin Carpenter, President</td>
<td>March 7, 2017</td>
<td>March-20</td>
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<tr>
<td>3 years</td>
<td>Greg Meyer</td>
<td>March 5, 2019, July 19, 2018</td>
<td>March-22</td>
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<tr>
<td>3 years</td>
<td>Barbara Solomon</td>
<td>March 5, 2019</td>
<td>March-22</td>
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<tr>
<td>3 years</td>
<td>Linnea Ronnegard</td>
<td>March 6, 2018</td>
<td>March-21</td>
</tr>
<tr>
<td>3 years</td>
<td>Gary Graham</td>
<td>March 5, 2019, May 31, 2018</td>
<td>March-21</td>
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#### Library Board - Appointed

<table>
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<tr>
<th>Length of Term</th>
<th>Name</th>
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<th>Term Expires</th>
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<tbody>
<tr>
<td>3 years</td>
<td>Mary Anne Bishop, Chair</td>
<td>November-16</td>
<td>November-19</td>
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<td>November-06</td>
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<tr>
<td>3 years</td>
<td>Wendy Ranney</td>
<td>November-18</td>
<td>November-21</td>
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<td>April-13</td>
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<tr>
<td>3 years</td>
<td>Sherman Powell</td>
<td>June-18</td>
<td>November-19</td>
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<td>3 years</td>
<td>Sarah Trumblee</td>
<td>February-18</td>
<td>November-20</td>
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<td>3 years</td>
<td>Krysta Williams</td>
<td>February-18</td>
<td>November-20</td>
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#### Planning and Zoning Commission - Appointed

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<th>Name</th>
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<th>Term Expires</th>
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<tbody>
<tr>
<td>3 years</td>
<td>Nancy Bird</td>
<td>November-16</td>
<td>November-19</td>
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<td>Allen Roembildt</td>
<td>November-16</td>
<td>November-19</td>
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<td>January-14</td>
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<tr>
<td>3 years</td>
<td>Scott Pegau, vice chair</td>
<td>November-17</td>
<td>November-20</td>
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<td>December-11</td>
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<tr>
<td>3 years</td>
<td>John Baenen</td>
<td>November-18</td>
<td>November-21</td>
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<td>December-12</td>
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<tr>
<td>3 years</td>
<td>Tom McGann, chair</td>
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<td>April-11</td>
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<tr>
<td>3 years</td>
<td>Chris Bolin</td>
<td>November-18</td>
<td>November-21</td>
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<td>September-17</td>
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<tr>
<td>3 years</td>
<td>Trae Lohse</td>
<td>November-18</td>
<td>November-20</td>
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[Seat up for re-appt in Nov 19]

[Seat up for re-election in 2019 - vacant]

[Board/commission chair]
# Harbor Commission - Appointed

<table>
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<tr>
<th>Length of Term</th>
<th>Date Appointed</th>
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<tbody>
<tr>
<td>3 years</td>
<td>November-17</td>
<td>November-20</td>
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<tr>
<td></td>
<td>November-16</td>
<td>November-19</td>
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<tr>
<td>Mike Babic</td>
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<tr>
<td>Andy Craig</td>
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<tr>
<td>Max Wiese</td>
<td>January-14</td>
<td>November-20</td>
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<td></td>
<td>March-11</td>
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<tr>
<td>Ken Jones</td>
<td>November-16</td>
<td>November-19</td>
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<td>February-13</td>
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<tr>
<td>Jacob Betts, Chair</td>
<td>November-18</td>
<td>November-21</td>
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# Parks and Recreation Commission - Appointed

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<td>November-15</td>
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<tr>
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<td>August-14</td>
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<tr>
<td>Wendy Ranney, Chair</td>
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<tr>
<td>Anne Schaefer</td>
<td>November-17</td>
<td>November-20</td>
</tr>
<tr>
<td>Ryan Schuetze</td>
<td>August-18</td>
<td>November-21</td>
</tr>
<tr>
<td>Kirsti Jurica</td>
<td>November-18</td>
<td>November-21</td>
</tr>
<tr>
<td>Marvin VanDenBroek</td>
<td>November-16</td>
<td>November-19</td>
</tr>
<tr>
<td></td>
<td>February-14</td>
<td></td>
</tr>
<tr>
<td>Karen Hallquist</td>
<td>November-16</td>
<td>November-19</td>
</tr>
<tr>
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<td>November-13</td>
<td></td>
</tr>
<tr>
<td>Dave Zastrow</td>
<td>November-17</td>
<td>November-20</td>
</tr>
<tr>
<td></td>
<td>February-15</td>
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</tr>
<tr>
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<td>September-14</td>
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</table>

# Historic Preservation Commission - Appointed

<table>
<thead>
<tr>
<th>Length of Term</th>
<th>Date Appointed</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 years</td>
<td>August-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Cathy Sherman</td>
<td>August-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Heather Hall</td>
<td>August-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Brooke Johnson</td>
<td>August-16</td>
<td>November-19</td>
</tr>
<tr>
<td>John Wachtel</td>
<td>November-18</td>
<td>November-21</td>
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<tr>
<td></td>
<td>August-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Wendy Ranney</td>
<td>November-18</td>
<td>November-21</td>
</tr>
<tr>
<td>Nancy Bird</td>
<td>November-18</td>
<td>November-21</td>
</tr>
<tr>
<td></td>
<td>November-17</td>
<td></td>
</tr>
<tr>
<td>Jim Casement, Chair</td>
<td>November-17</td>
<td>November-20</td>
</tr>
</tbody>
</table>

- seat up for re-election in 2019
- seat up for re-appt in Nov 19
- vacant
- board/commission chair