

Mayor
James Kacsh

Council Members
Kristin Carpenter
Tim Joyce
Tom Bailer
Bret Bradford
EJ Cheshier
David Reggiani
James Burton

City Manager
Randy Robertson

City Clerk
Susan Bourgeois

Deputy Clerk
Tina Hammer

Student Council
Sarah Hoepfner
Gabrielle Brown

REGULAR COUNCIL MEETING
APRIL 02, 2014 @ 7:00 PM
LIBRARY MEETING ROOM



AGENDA

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

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

C. ROLL CALL

Mayor James Kacsh, Council members Kristin Carpenter, Tim Joyce, Tom Bailer
Bret Bradford, EJ Cheshier, David Reggiani and James Burton

D. APPROVAL OF REGULAR AGENDA..... (voice vote)

E. DISCLOSURES OF CONFLICTS OF INTEREST

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speaker(s) – **Joanie Behrends** and/or **Dick Groff** – after action report Alaska Shield
2. Audience comments regarding agenda items..... **(3 minutes per speaker)**
3. Chairpersons and Representatives of Boards and Commissions (Harbor, HSB, Parks & Rec, P&Z, School Board)
4. Student Council Representative Report

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

5. Ordinance 1114..... **(page 1)**
An ordinance of the City Council of the City of Cordova, Alaska, repealing section 8.04.170 entitled trapping to eliminate contradiction in the Cordova Municipal Code – 2nd reading
6. Resolution 04-14-18..... **(page 3)**
A resolution of the City Council of the City of Cordova, Alaska, approving the site plan from BKR & Associates for Ocean Beauty Seafoods to construct eight 320 sq. ft. modular units on Lot 4, Block 2, Cordova Industrial Park
7. Council concurrence of Mayor’s reappointment of Robert Beedle as City of **(page 26)**
Cordova representative to the PWSRCAC Board of Directors
8. Record excused absence of Council member Burton from the March 19, 2014 Regular Meeting

H. APPROVAL OF MINUTES

9. Special Meeting Minutes 05-29-13..... **(page 28)**
10. Special Meeting Minutes 06-04-13..... **(page 29)**
11. Work Session Minutes 09-18-13..... **(page 31)**
12. Special Meeting Minutes 10-23-13..... **(page 33)**
13. Regular Meeting Minutes 03-19-14..... **(page 34)**

I. CONSIDERATION OF BIDS

J. REPORTS OF OFFICERS

14. Mayor’s Report
15. Manager’s Report
16. City Clerk’s Report..... **(page 39)**

K. CORRESPONDENCE

17. Letter from Bob Smith in re Refuse Collection 03-14-14..... **(page 40)**
18. Letter from AMHS in re proposed fall-winter-spring 2014-2015 schedule..... **(page 45)**

L. ORDINANCES AND RESOLUTIONS

19. Ordinance 1115..... (voice vote)(page 59)

An ordinance of the City Council of the City of Cordova, Alaska, amending sections 3.40.020 entitled “planning commission created- membership,” 4.20.050 entitled “planning commission-members’ terms of office,” 3.52.020 entitled “advisory parks and recreation commission” and 11.08.020 entitled “harbor commission” to clarify and make consistent council member designation for service on city commissions – 1st reading

20. Resolution 04-14-19..... (voice vote)(page 63)

A resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY14 budget and authorizing the transfer of \$73,996.67 to the Cordova School District for the purpose of purchasing 60 student computers, to be recorded in the City’s budget account # 101-902-57004, school capital projects

M. UNFINISHED BUSINESS

21. Council designation of Council member to the Planning and Zoning Commission..... (voice vote)(page 65)

22. Council decision on requested extension of Brian Wildrick, Lot 8 Blk 2, SFDP,..... (voice vote)(page 66) **Performance Deed of Trust (may be discussed in executive session)**

N. NEW & MISCELLANEOUS BUSINESS

23. Pending Agenda and Calendar..... (page 76)

O. AUDIENCE PARTICIPATION

P. COUNCIL COMMENTS

24. Council Comments

Q. EXECUTIVE SESSION

(See item 22. unfinished business)

R. ADJOURNMENT

oo oo oo oo *Happy Seward's Day March 31, 2014* oo oo oo oo oo

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

Susan,

As we discussed, Cordova Municipal Code 8.04.195 essentially amends CMC 8.04.170 by revising the types of trapping permitted within certain areas of the City of Cordova, Alaska. Consequently, it is necessary to repeal CMC 8.04.170 by ordinance to eliminate any contradiction in the Code regarding where and how animals are trapped in the City of Cordova. That is the purpose of the ordinance repealing CMC 8.04.170.

If you need any additional information regarding this matter please do not hesitate to contact me.

Thanks,

Holly Wells
Birch Horton Bittner & Cherot

**CITY OF CORDOVA, ALASKA
ORDINANCE 1114**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
REPEALING SECTION 8.04.170 ENTITLED TRAPPING TO ELIMINATE CONTRADICTION
IN THE CORDOVA MUNICIPAL CODE**

WHEREAS, Proposition Number 1, which adopted Section 8.04.195 of the Cordova Municipal Code (“CMC”), passed at the March 4, 2014 General Election; and

WHEREAS, Section 8.04.195 of the CMC essentially amends Section 8.04.170 of the CMC by revising the types of trapping permitted within certain areas of the City of Cordova, Alaska; and

WHEREAS, it is necessary to repeal Section 8.04.170 of the CMC to eliminate any contradiction in the CMC,

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

Section 1. Section 8.04.170 is hereby repealed.

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

1st reading: March 19, 2014

2nd reading and public hearing: April 2, 2014

PASSED AND APPROVED THIS 2nd DAY OF APRIL, 2014

James Kacsh, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk

Memorandum

To: Cordova City Council
From: Planning Staff
Date: 3/24/14
Re: Site Plan Review – Ocean Beauty Seafoods Modular Homes

PART I – GENERAL INFORMATION

Requested Actions: Site Plan Review
Applicant: BKR & Associates
Owner Name: Ocean Beauty Seafoods LLC
Address: 304 Jim Poor Ave.
Parcel Number: 02-060-227
Zoning: Waterfront Industrial District
Lot Area: 15,341 sq. ft.

PART II – BACKGROUND

Ocean Beauty Seafoods and BKR & Associates are proposing to construct eight 320 sq. ft. modular homes to be used primarily by Ocean Beauty employees as a bunkhouse. The modular homes will be stacked two high and will be located toward the back of the lot. Part of an existing storage building has been removed to make room for the modular homes.

On March 20, 2014, the Planning Commission held a Special Meeting and made the following motion:

M/Pegau S/Greenwood moved that the Planning and Zoning Commission recommend to City Council to approve the Site Plan Review requested by Ocean Beauty Seafoods to construct eight 320 sq. ft. modular units on Lot 4, Block 2, Cordova Industrial Park based on the findings as contained in the staff report.

After some discussion, the Planning Commission made the motion to amend the main motion:

M/Bailer S/Greenwood moved to amend the main motion by adding the special conditions to dissolve the lot line between Lot 2, Block 4 and Lot 4, Block 4, Cordova Industrial Park and to provide four on-site parking spaces.

Vote on motion to amend: 5 yeas (Bailer, Greenwood, Pegau, Baenen, Roemhildt), 0 nays, 1 absent (Reggiani). Motion passes.

Vote on main motion: 5 yeas (Bailer, Greenwood, Pegau, Baenen, Roemhildt), 0 nays, 1 absent (Reggiani). Motion passes.

PART III – STAFF RECOMMENDATION

Staff recommend that the City Council approve Resolution 04-14-18.

PART VI – SUGGESTED MOTION

“I move that the City Council approve Resolution 04-14-18.”

**CITY OF CORDOVA, ALASKA
RESOLUTION 04-14-18**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
APPROVING THE SITE PLAN FROM BKR & ASSOCIATES FOR OCEAN BEAUTY
SEAFOODS TO CONSTRUCT EIGHT 320 SQ. FT. MODULAR UNITS ON LOT 4, BLOCK 2,
CORDOVA INDUSTRIAL PARK**

WHEREAS, BKR & Associates have submitted a Site Plan Review for the construction of eight 320 sq. ft. modular units; and

WHEREAS, the Planning Commission, at its Special Meeting held on March 20, 2014, reviewed the Site Plan and found it to be consistent with current zoning laws; and

WHEREAS, the Planning Commission approved the Site Plan with the following special conditions in place:

1. The Planning Department must be in receipt of a Site Plan Approval from the Division of Fire and Life Safety prior to issuance of a Building Permit.
2. Ocean Beauty Seafoods will consult with the Public Works Department about the water and sewer services and provide a Water Sewer Connection Permit to the Planning Department prior to the issuance of a Building Permit.
3. Ocean Beauty Seafoods will dissolve the lot line between Lot 2, Block 4 and Lot 4, Block 4, Cordova Industrial Park.
4. Ocean Beauty Seafoods will provide four on-site parking spaces; and

WHEREAS, the Planning Commission recommends the City Council approve the Site Plan and special conditions.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska, hereby approves the Site Plan from BKR & Associates for Ocean Beauty Seafoods to construct eight 320 sq. ft. modular units on Lot 4, Block 2, Cordova Industrial Park.

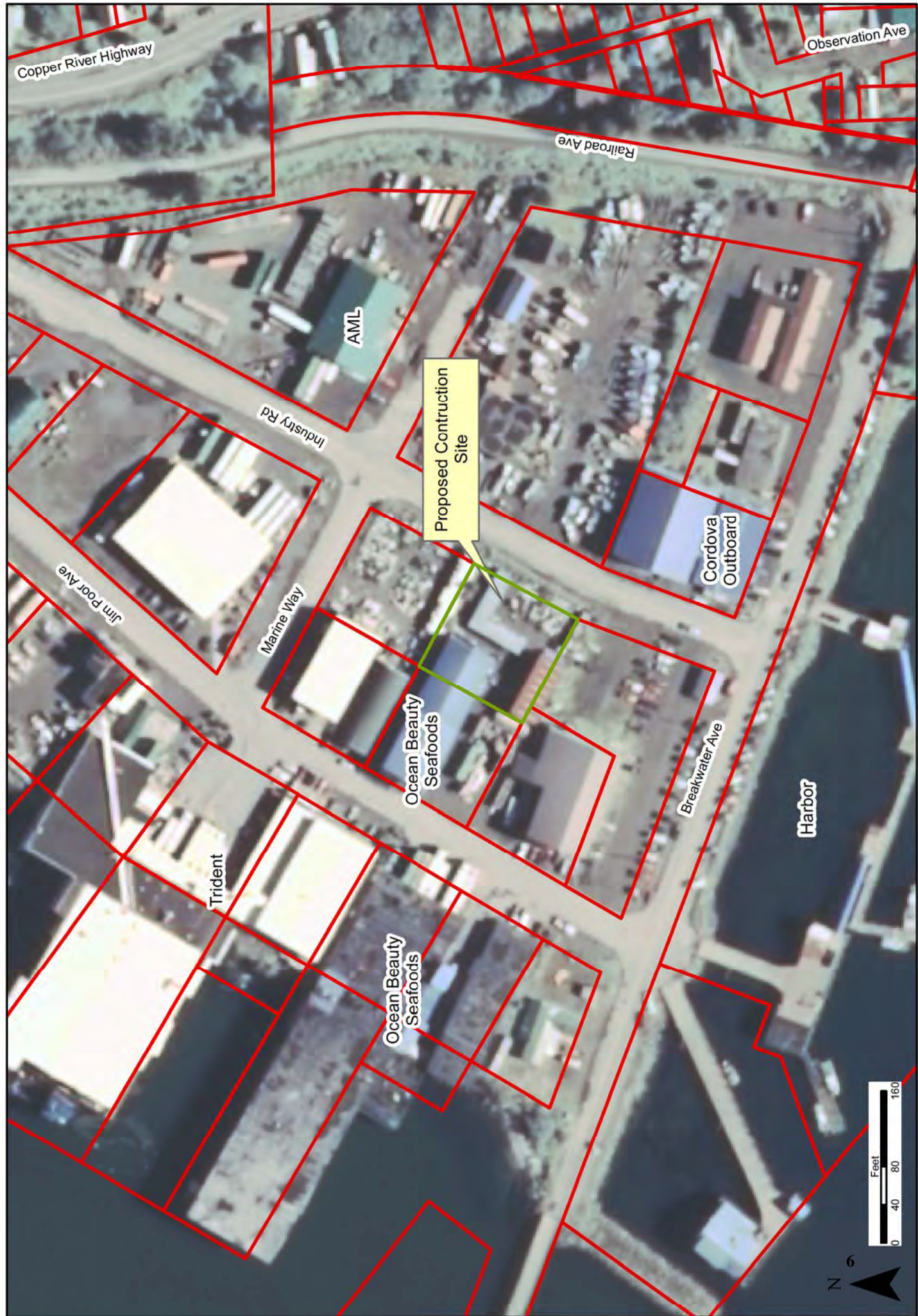
PASSED AND APPROVED THIS 2nd DAY OF APRIL, 2014

James Kacsh, Mayor

ATTEST:

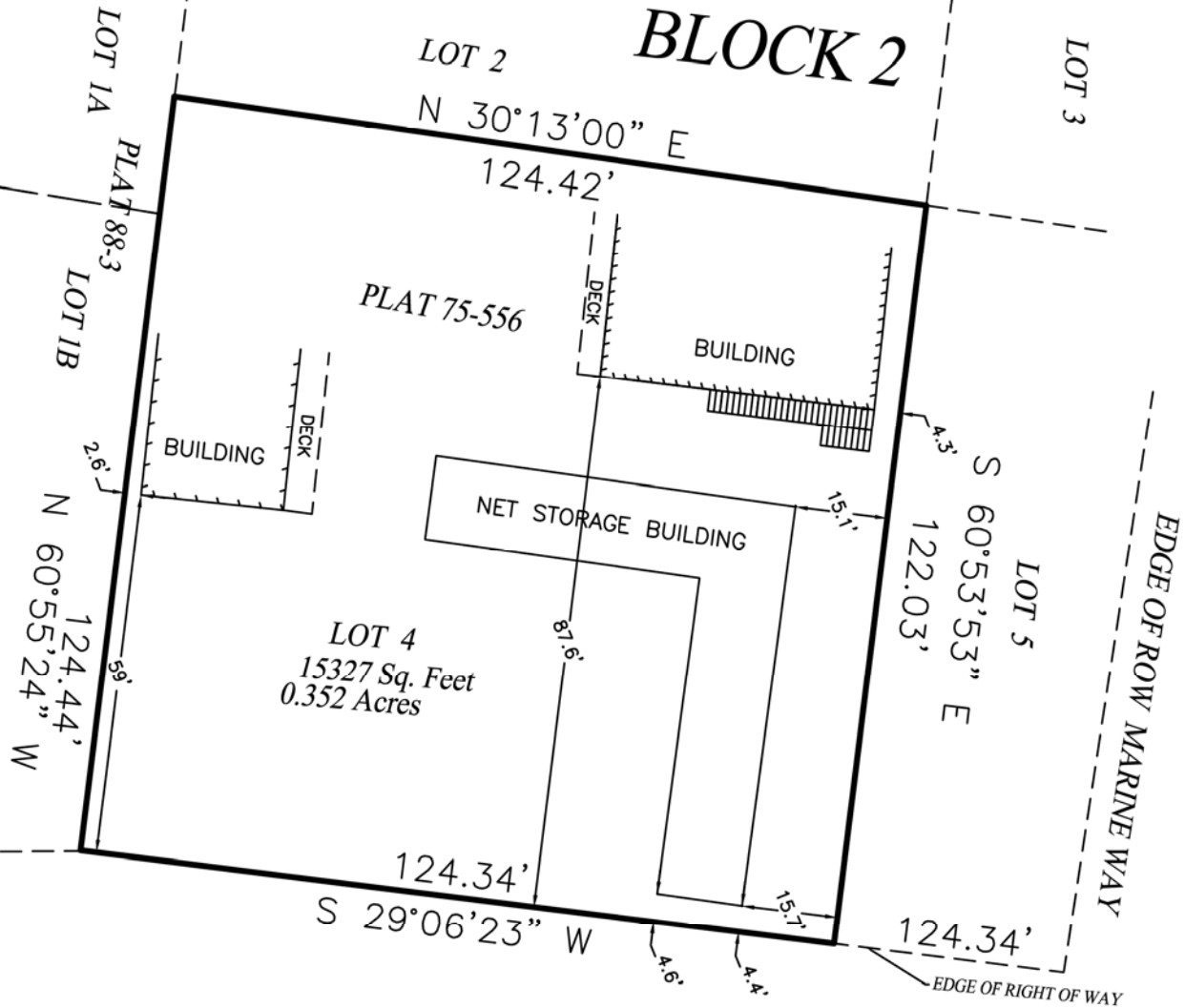
Susan Bourgeois, CMC, City Clerk

Ocean Beauty Seafoods Modular Home Construction



EXISTING LOT

BLOCK 2



LEGEND



= FOUND 2" ALUMINUM CAP



Legal Description:

LOT 4 BLOCK 2 OF SUBDIVISION OF BLOCK NO.2

CORDOVA INDUSTRIAL PARK

PLAT 75-565

ALASKA

CORNOVA

DATE

2-06-14

CORDOVA RECORDING DISTRICT

PROJECT NO.

14-01 C

ALASKA

SCALE

1"=30'

SHEET

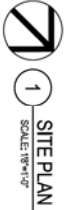
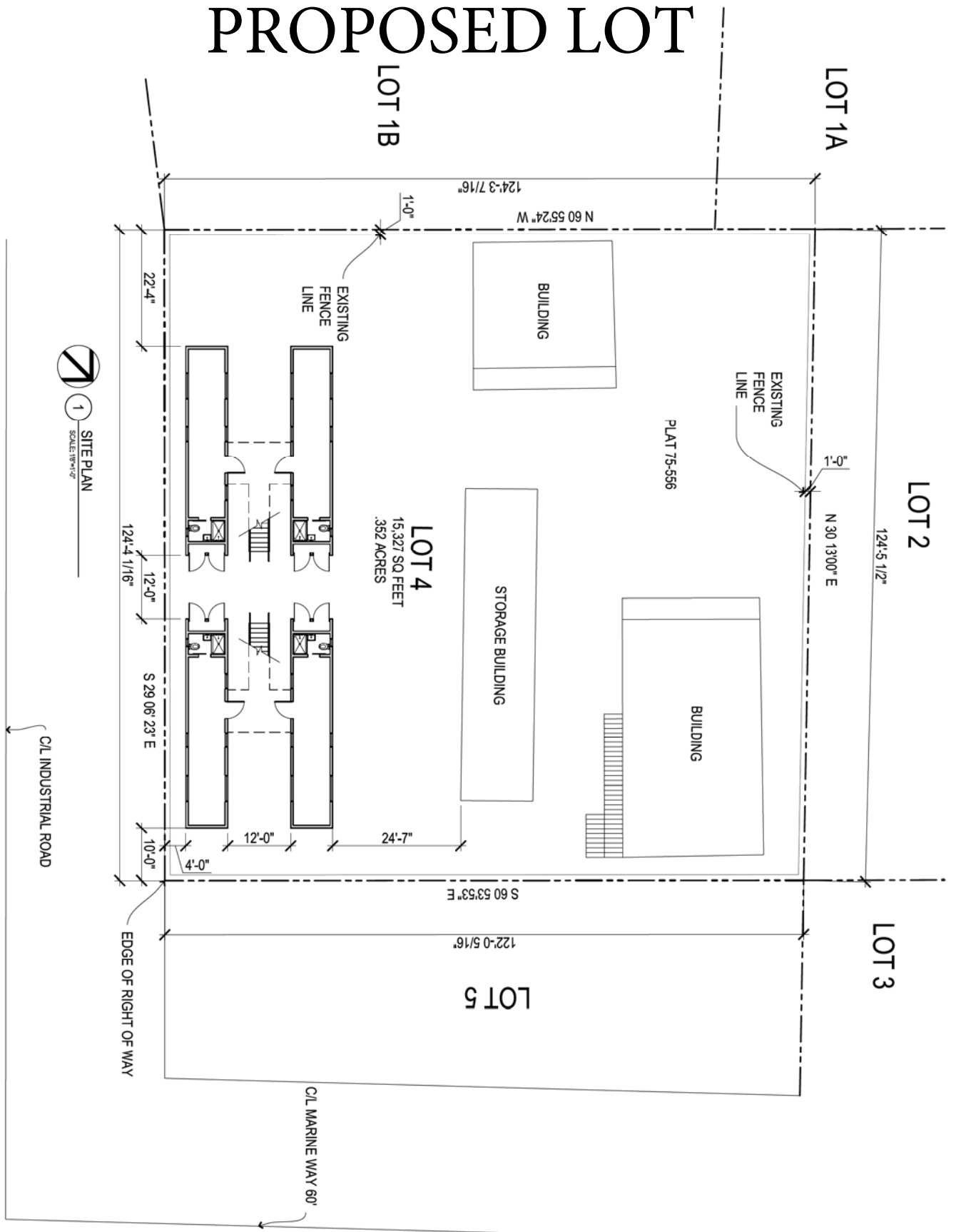
1 of 1

PREPARED FOR:

OCEAN BEAUTY CORDOVA

ST. DENNY SURVEYING INC.
P.O. BOX 388, KODIAK, ALASKA 99616 (907) 481-5600

PROPOSED LOT



SITE PLAN
SCALE: 1/8"=1'-0"

C/L INDUSTRIAL ROAD

C/L MARINE WAY 60'

1"=50'	1"=100'	1"=150'	1"=200'	1"=250'	1"=300'	1"=350'	1"=400'	1"=450'	1"=500'
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SHEET NO. A-110	PROJECT TITLE CORDOVA TEMP HOUSING CORDOVA, ALASKA	APPROVALS: Job No: 12011-0466 Proj. Manager: [Signature] Drawn: [Signature] Reviewed: [Signature] Dep. Chk.: [Signature] Date: [Signature] Scale: AS NOTED	REVISIONS: PERMIT SET 03-11-14	SIGNATURE: 	GRAPHITE Graphic Design Group 1050 North 34th Street Seattle, WA 98103 206.233.3333 www.graphitedesign.com	PREPARED BY: EDCI ENGINEERS 818 STEWART STREET, SUITE 100 SEATTLE, WASHINGTON 98101 PHONE: (206) 351-1901 • FAX: (206) 352-1800 WEBSITE: www.edci-engineers.com CIVIL / STRUCTURAL
		Plot Scale: 1" = 1'				

SITE PLAN REVIEW - ZONING APPLICATION CITY OF CORDOVA

INSTRUCTIONS


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

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

APPLICANT INFORMATION	
Name	BKR & Associates
Address	4026 217th ST SE Bothell, WA 98021
Telephone [home]	(480) 452 3393
Business Name	BKR & Associates, INC.
Business Address	4026 217th ST SE Bothell, WA 98021
Telephone [business]	(480) 452 3393
Business FAX	(425) 481 4003
Project architect/engineer	Paul Rogness, DCI Engineers
Address of architect/engineer	310 K Street, Suite 200 Anchorage, AK 99501
Telephone of architect/engineer	(907) 264 6677

PROPERTY/PROJECT INFORMATION	
Address of subject property	304 Jim Poor Ave.
Parcel identification number	
Property owner [name/address]	Ocean Beauty Seafoods/PO Box 70739, Seattle, WA 98107
Current zoning	Waterfront Industrial
Proposed use	Temporary Housing
Construction start date	March 4, 2014
WAA	

ZONING APPLICATION	
Owner of property (if different than applicant). If multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheet if necessary.	Ocean Beauty Seafoods PO Box 70739 Seattle, WA 98107
Real Estate Firm/Broker handling sale of property. Provide name and address. Note: <i>If you do not own the property, you must provide a copy of a Purchase Agreement or instrument acceptable to the city indicating the owner is fully aware of, and in agreement with, the requested action.</i>	
City Business License Permit Number (if applicable)	6978

APPLICANT CERTIFICATION	
<p>By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting necessary site inspections.</p>	
By:  _____ (Signature)	Agent By: _____ (Signature)
Name: <u>Brian Hamm</u> (Type/Print)	Agent Name: _____ (Type/Print)
Date: <u>March 4, 2014</u>	Date: _____
<p>Appeal Procedures: A decision of the Planning Commission may be appealed to the Board of Adjustment. An appeal must be filed in writing with the City Clerk within ten (10) days of the decision. In accordance with the procedures outlined in Section 18.64.030 of the City of Cordova Zoning Code.</p>	
CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION	
ITEM	ACTION
Date application received:	
Fee paid:	
Does application require a public hearing? Planning Commission: City Council:	
Staff review date/reviewer name:	
Planning Commission final action:	
City Council final action:	
Other:	

SITE PLAN REVIEW 18.42

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

1. Please describe the proposed construction/alteration and intended use: _____
Temporary Housing

2. Please give dimensions and square footage of construction: 28'x92'; SF 2,560; (8 40'x8' modular units)

3. Intended use: { }Single Family { }Duplex { }Multifamily {X}Commercial/Industrial
 { }Home Occupation (describe) _____ { }Mobile Building { }Change of use

4. No. of Living Units: 8 5. No. of Bedrooms: N/A

6. Has a variance been granted? { }Yes {X}No

7. Is there a new: { }Garage? { }Carport? Is it attached to the residence? { }Yes {X}No

8. Is there an apartment above the garage? { }Yes {X}No

9. Off-street parking: Existing N/A Proposed _____

10. Required Setbacks: Front 20' Left Side 0' Right side 0' Rear 0' Height 0'

11. Proposed Setbacks: Front 90'-5/16" Left Side 10' Right side 22'-4" Rear 4' Height 16'

12. Sewage Disposal:
 { }Private marine outfall: { }Existing {X}New Specify owner/location: _____
 { }Private on-site sewer: { }ADEC Certification Attached

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

13. Water supply: { }Cistern (show on site plan) {X}City

14. Is the construction occurring on a grandfathered structure (build prior to August 7, 1967)? No

15. Is there a building currently on the property? {X}Yes { }No
 If YES, an As-built survey must be attached.

16. Which licensed surveyor will be doing your foundation/as-built Survey? _____

17. Is your driveway exit and adjoining roads shown on the site plan? {X}Yes { }No
 Are you building a new driveway that exits onto a State road or highway? { }Yes {X}No
 If YES, an ADOT Driveway Permit is required. (See bottom page 4)

18. Does this property contain drainages, creeks, wetlands, or other water features? { }Yes {X}No
 Does your lot abut salt water? { }Yes {X}No
 Have you or will you be using fill to develop your lot? { }Yes {X}No

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

19. Is this permit for a tax-exempt use? { }Yes {X}No

20. Has a Conditional Use Permit been issued? { }Yes {X}No

21. Is this permit for a mobile building? { }Yes {X}No
 Year _____ Model _____ Serial No. _____

22. Is your property within a Flood Plain or Coastal Zone? (see staff for interpretation) No
 Elevation Certificate/Flood Hazard form attached

APPLICATION INFORMATION

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

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

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

Site plan, Building Height, and Building plan: *Two copies* of a site, building height, and building plan, *drawn to scale (1"=x')*, must be submitted with the application. Plans must show all property lines, roads or water ways abutting the lot, the water tank, sewer lines, drain fields (if applicable), proposed setback distances, and parking areas. Plans should identify existing or proposed foundation location and extensions beyond the foundation, landings, decks, porches, and overhangs.

Please include a building height (elevation) drawing. *As-built surveys* prepared by a licensed land surveyor to establish the location of existing improvements on the property must be submitted within 60 days of issuance of Zoning Permit. Building without an as-built survey is done at your own risk.

Snow and Wind loads: 150 lbs. per square inch snow and 100 mph wind load

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

Seismic Zone: D

State-Owned Roads in Cordova

Lake Avenue

Power Creek Road

Copper River Highway/New England Cannery Road

Whitshed Road



BKR & Associates, Inc.
CONSTRUCTION SERVICES

March 10, 2014
13097 102259

Samantha Greenwood
CITY OF CORDOVA - PLANNING AND ZONING
602 RAILROAD AVE
CORDOVA AK 99574
RE: TEMPORARY HOUSING ZONING APPLICATION

Dear Samantha:

Ocean Beauty Seafoods and BKR and Associates are proposing to install temporary housing on Ocean Beauty's property in Cordova, AK. This will include eight 40 foot by 8 foot by 8.5 foot modular units, stacked 2 high. Please see the attached drawings for layout and other information.

Please be advised of the following:

- A. This will be temporary housing used primarily by Ocean Beauty employees. These workers frequently do not have vehicle on site, so no parking is included at the site. As such, there are no new parking spaces included in this project.
- B. Operations are seasonal only early summer to early fall temporary housing is not required in the winter season. As such, snow will not be an issue when accessing the modular units. There is enough space between the units for equipment to get in and remove snow if necessary.

Please feel free to contact me with any questions.

Respectfully,



A handwritten signature in blue ink, appearing to read "Brian Hamm", followed by a horizontal line.

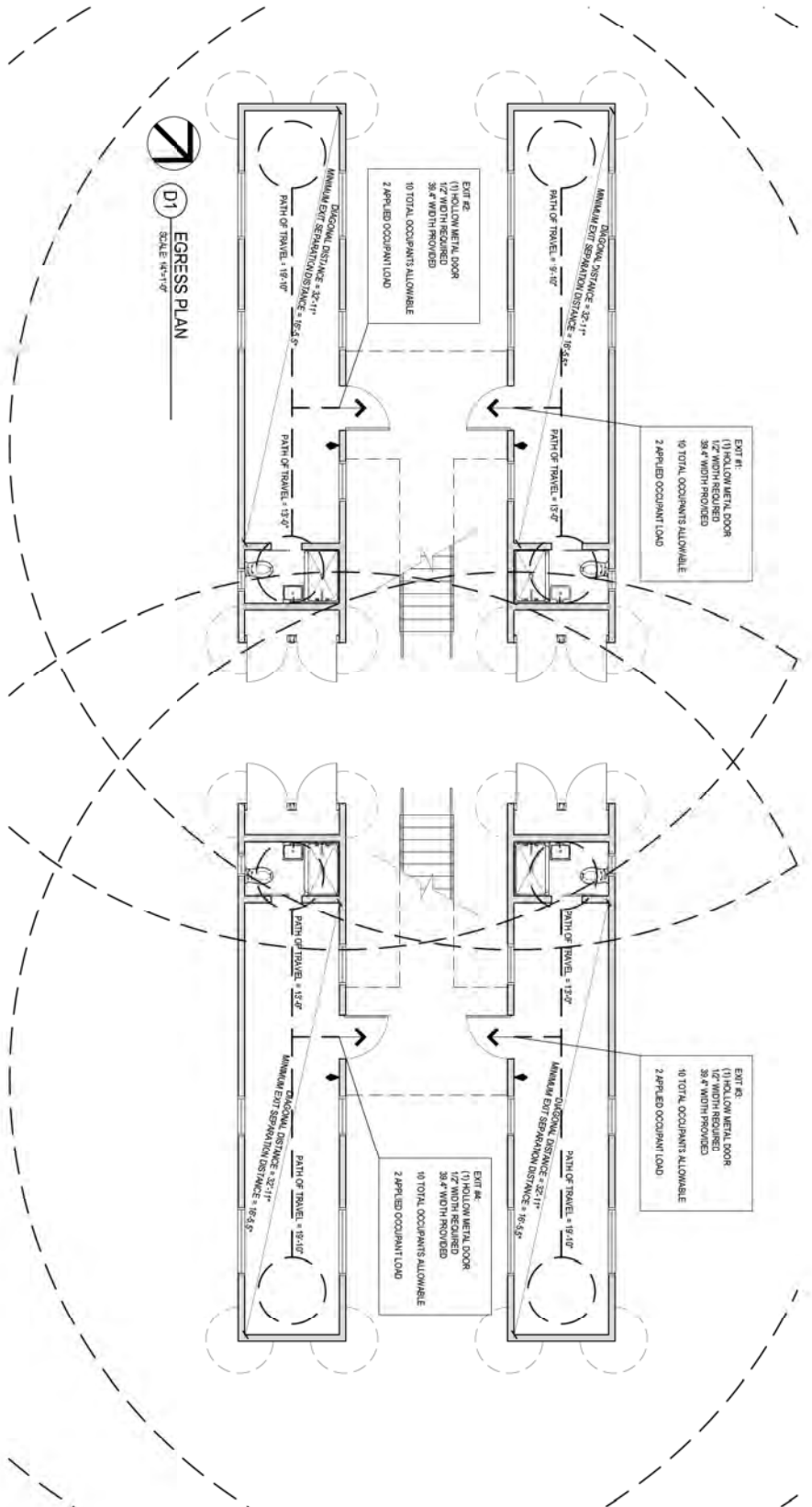
Brian Hamm
Project Manager

REFERENCE SYMBOLS

CORDOVA TEMPORARY HOUSING
CORDOVA, ALASKA

[illegible]

SHEET NO. A-000	DRAWING TITLE GENERAL INFORMATION	PROJECT TITLE: <h1 style="margin: 0;">CORDOVA TEMP HOUSING</h1> <p style="text-align: center;">CORDOVA, ALASKA</p>	APPROVALS: Job Title: 12031+0468 Proj Manager: JWB Designer: SH Reviewer: MBH Prep: CHB: RM Date: KS 10/10/19 Scale:	REVISIONS: PERMIT SET 03-11-14	SIGNATURE: 	GRAPHITE Graphic Design Group 1009 First York Street Seattle, WA 98103 www.graphiteincgroup.com	PREPARED BY:  EDCI ENGINEERS 818 STEWART STREET • SUITE 1000 SEATTLE, WASHINGTON 98101 PHONE: (206) 444-4144 FAX: (206) 444-4145 WEBSITE: www.edcienr.com CIVIL / STRUCTURAL
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EGRESS PLAN
SCALE: 1/8" = 1'-0"

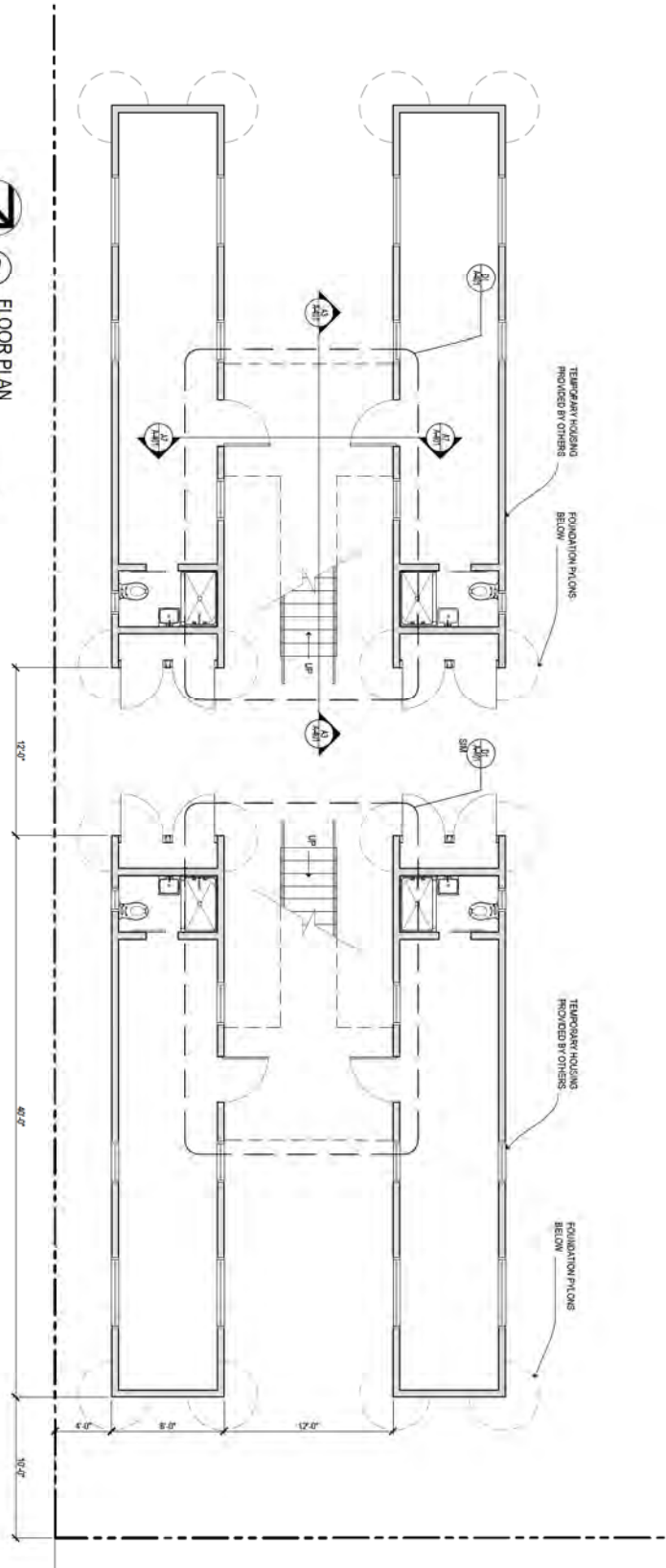
GENERAL EGRESS INFORMATION

- EXITS:**
- 1 ACCESSIBLE EXITS REQUIRED (IBC 1007.1, EX.1)
 - 1 ACCESSIBLE EXITS PROVIDED
 - MAXIMUM TRAVEL DISTANCE ALLOWED (IBC 1016.1) 200 FT
 - ACTUAL TRAVEL DISTANCE 32'-11"
- EXITS WIDTH:**
- 2 OCCUPANTS X 7' PER OCCUPANT = 14' EXIT WIDTH REQUIRED
 - ACTUAL WIDTH PROVIDED: 1 EXITS 12' X 34' EXIT WIDTH PROVIDED
1. ALL FIRE EXTINGUISHERS TO BE LOCATED PER THIS PLAN. SEE
2. MAX TRAVEL DISTANCE TO FIRE EXTINGUISHERS IS 75'0".
3. ALL FIRE EXTINGUISHERS TO BE 2-A-10W MAX APPLICABLE AREA OF
1500 SF. UON.

OCCUPANCY: R-3 (NON SPRINKLED)
2 OCCUPANTS

1" = 10'0"	1" = 20'0"	1" = 30'0"	1" = 40'0"	1" = 50'0"	1" = 60'0"	1" = 70'0"	1" = 80'0"	1" = 90'0"	1" = 100'0"
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PROJECT TITLE CORDOVA TEMP HOUSING CORDOVA, ALASKA	APPROVALS Job No: 12011-0465 Proj. Manager: PS Designer: SW Checker: BW Date: 08/11/2011 Scale: AS NOTED	RECORD PRINT SET 01-11-14	SIGNATURE 	GRAPHITE Graphic Design Group 1000 1st Avenue Seattle, WA 98101 206.274.3333 www.graphitedesigngroup.com	PREPARED BY DCI ENGINEERS, INC. 818 STEWART STREET • SUITE 1000 SEATTLE, WASHINGTON 98101 PHONE: (206) 325-1800 • FAX: (206) 325-1805 WWW: www.dci-engineers.com CIVIL / STRUCTURAL
	PROJECT NO. A-001				



FLOOR PLAN
SCALE 1/8"=1'-0"

NOTE: GENERAL CONTRACTOR TO PROVIDE ALL FIRE EXTINGUISHERS AND LOCATED IN THE FIELD BY THE FIRE DEPARTMENT PRIOR TO OCCUPANCY BY THE OWNER.

WALL TYPE
[Symbol] 1/2" THICK CONCRETE

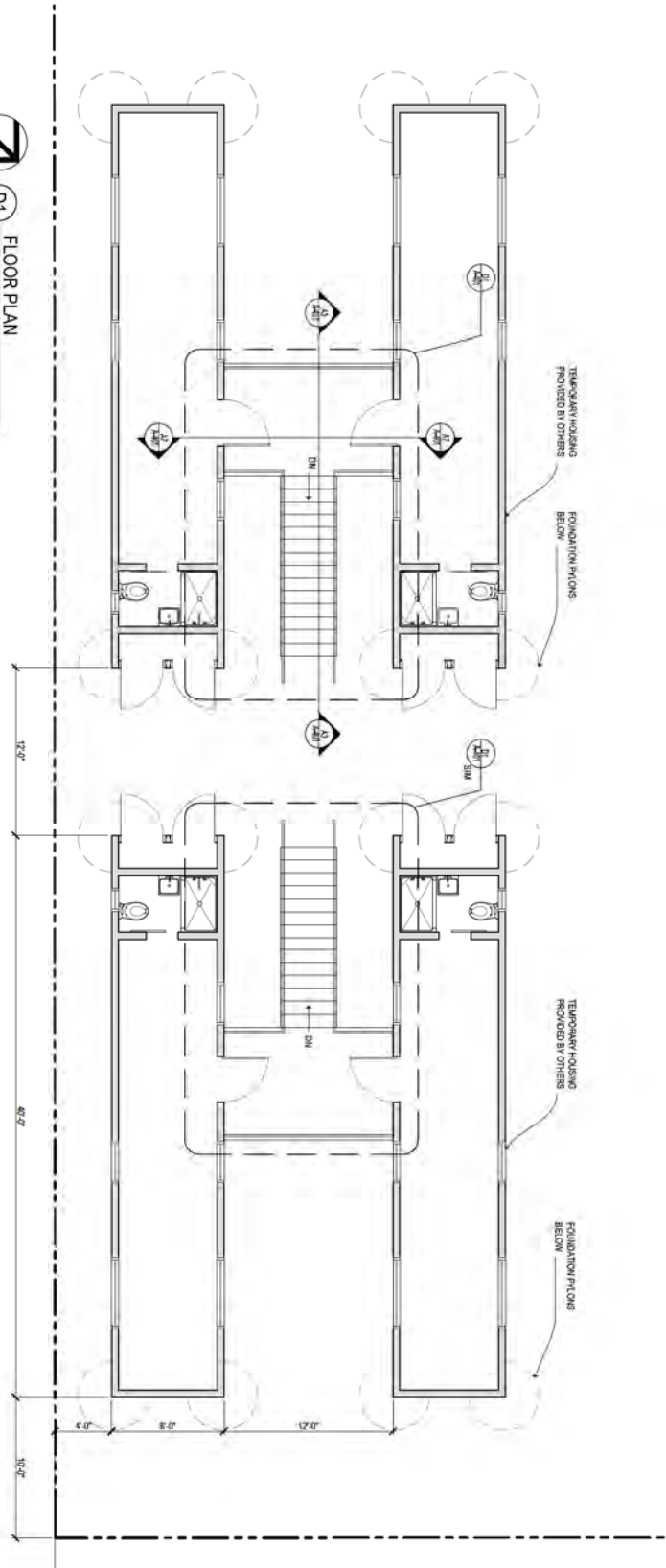
DETAIL OR WALL SECTION
[Symbol] 1/2" THICK CONCRETE

DOOR TYPE
[Symbol] 1/2" THICK CONCRETE

A9 SHEET SYMBOLS
SCALE 1/8"=1'-0"

1/2" THICK CONCRETE	1/2" THICK CONCRETE	1/2" THICK CONCRETE
1/2" THICK CONCRETE	1/2" THICK CONCRETE	1/2" THICK CONCRETE
1/2" THICK CONCRETE	1/2" THICK CONCRETE	1/2" THICK CONCRETE

PROJECT INFO: CORDOVA TEMP HOUSING CORDOVA, ALASKA	APPROVALS: Job No: 12011-0468 Proj. Manager: [Signature] Drawn: [Signature] Reviewed: [Signature] Dwg. Date: 08/10/10 Date: 08/10/10 Scale: AS NOTED	REVISIONS: PERM SET 03-11-14	SEAL: 	GRAPHITE GRAPHITE DESIGN GROUP 200 2A 3355 SEATTLE, WA 98103 www.graphitedesign.com	DESIGNED BY: DCI ENGINEERS & ARCHITECTS 818 STEWART STREET • SUITE 1000 SEATTLE, WASHINGTON 98101 PHONE: (206) 451-1000 • FAX: (206) 451-1000 WEB: www.dci-engineers.com CIVIL / STRUCTURAL
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FLOOR PLAN
SCALE: 1/4" = 1'-0"

NOTE: GENERAL CONTRACTOR TO PROVIDE ALL FIRE EXTINGUISHERS AND LOCATED IN THE FIELD BY THE FIRE DEPARTMENT PRIOR TO OCCUPANCY BY THE OWNER.

WALL TYPE
[Symbol] 1/2" WALL

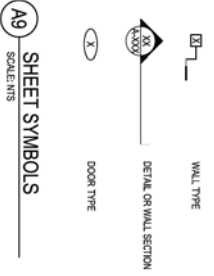
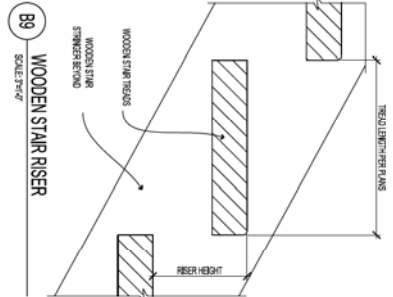
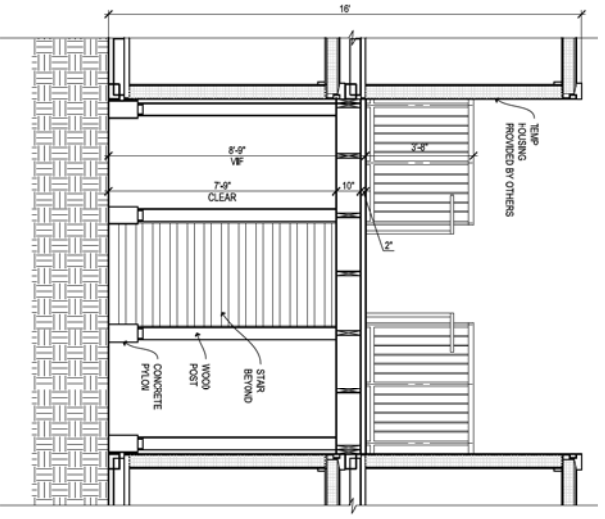
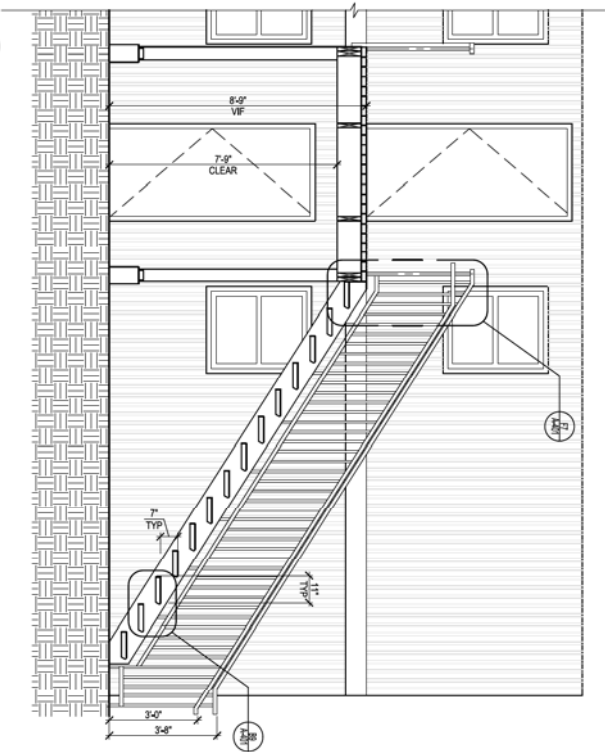
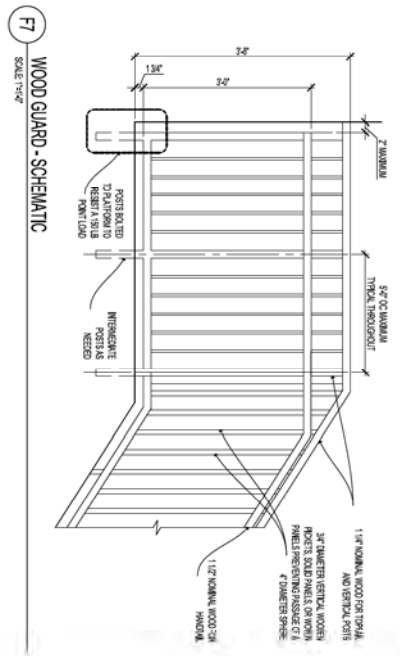
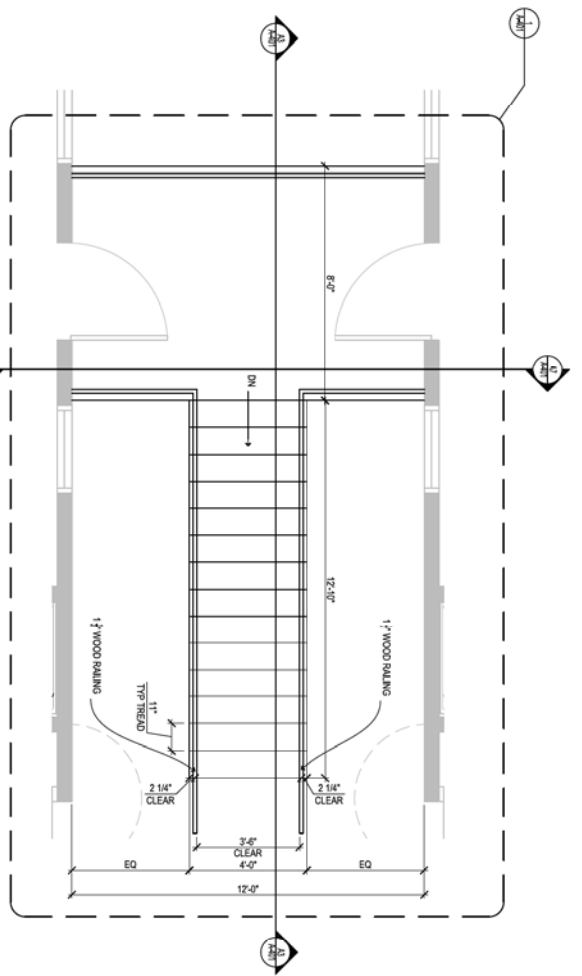
DETAIL OR WALL SECTION
[Symbol] 1/4" WALL

DOOR TYPE
[Symbol] 3'-0" DOOR

A9 SHEET SYMBOLS
SCALE: 1/4" = 1'-0"

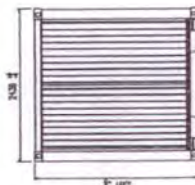
NO.	DESCRIPTION	DATE
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PROJECT TITLE: <h2 style="text-align: center;">CORDOVA TEMP HOUSING</h2> <p style="text-align: center;">CORDOVA, ALASKA</p>	APPROVALS: Job No: 12011-0468 Proj. Manager: [Signature] Designer: [Signature] Checker: [Signature] Date: 05-11-14 Scale: AS NOTED	REVISIONS: PERM SET 05-11-14 [Table with 3 columns: No., Description, Date]	SEAL: 	GRAPHITE GRAPHITE DESIGN GROUP 200 2A 3355 SEATTLE, WA 98103 www.graphitedesign.com	PREPARED BY: DCI ENGINEERS 818 STEWART STREET • SUITE 1000 SEATTLE, WASHINGTON 98101 PHONE: (206) 451-1511 • FAX: (206) 451-1512 WEB: www.dci-engineers.com CIVIL / STRUCTURAL
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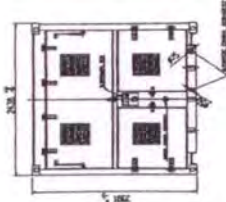


PROJECT TITLE CORDOVA TEMP HOUSING CORDOVA, ALASKA		APPROVALS: Job No.: 12011-0468 Proj. Manager: JH Drawn: SH Reviewed: MM Des. Chk: MM Date: AS NOTED Scale: AS NOTED		REVISIONS: POINT 101 03-11-06		SIGNATURE: 		GRAPHITE Graphic Design Group 1550 North 38th Street Seattle, WA 98103 Phone: 206.461.1100 Fax: 206.461.1101 Website: www.graphiteinc.com		PREPARED BY: DCI ENGINEERS 818 STEWART STREET, SUITE 1000 SEATTLE, WASHINGTON 98101 PHONE: 206.461.1100 & FAX: 206.461.1101 WEBSITE: www.dci-engineers.com CIVIL & STRUCTURAL	
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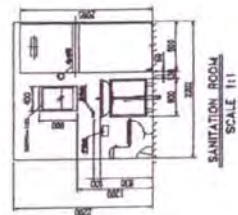
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	BOTTOM SIDE RAIL	SPN-H	N.S
	CORNER POST	N.S	N.S
	END FRAME	SPN-H	N.S
PANEL	ROOF	SPN-H	11.8
	WALL	SPN-H	11.8
	DOOR	CURVED STEEL	10.5
	WALL	CURVED STEEL	10.5
FLOOR		CHIMBAMP-PPC	100+10.0
CORNER CASTING		SPHARD	1170001 0201118
ROOF INSULATION		POLYSTYRENE	1115
WALL INSULATION		POLYSTYRENE	1115



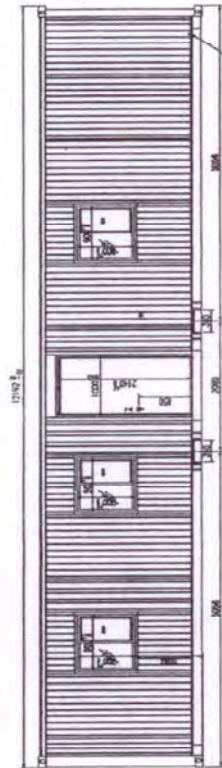
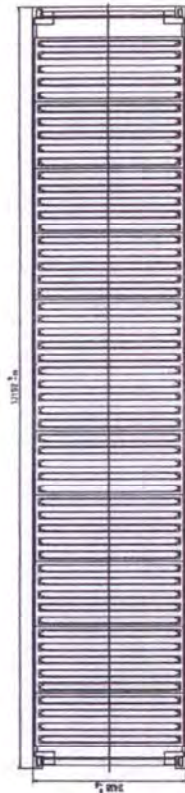
FRONT SIDE VIEW



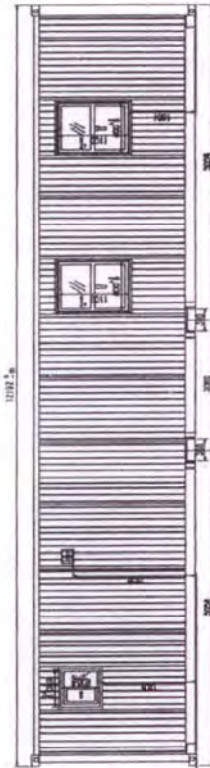
REAR SIDE VIEW



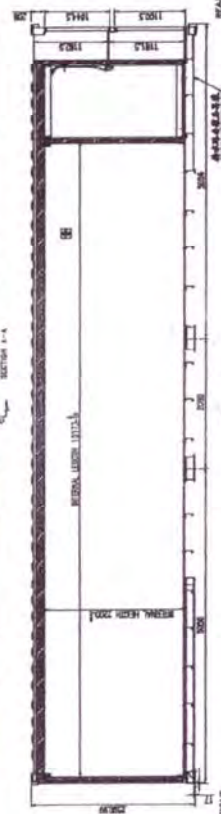
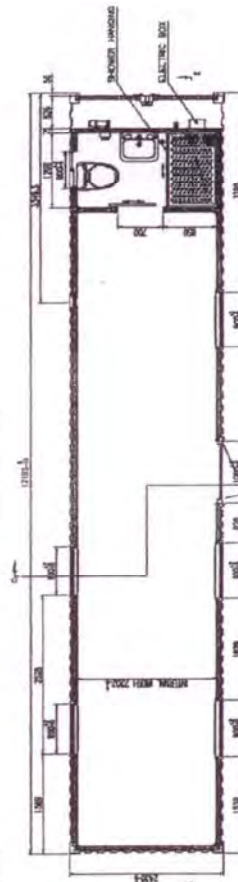
SANITATION ROOM
SCALE 1:1



LEFT SIDE VIEW

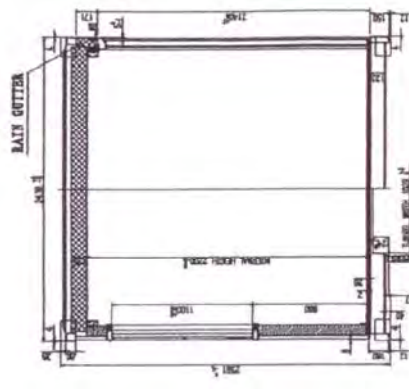


RIGHT SIDE VIEW



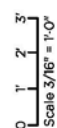
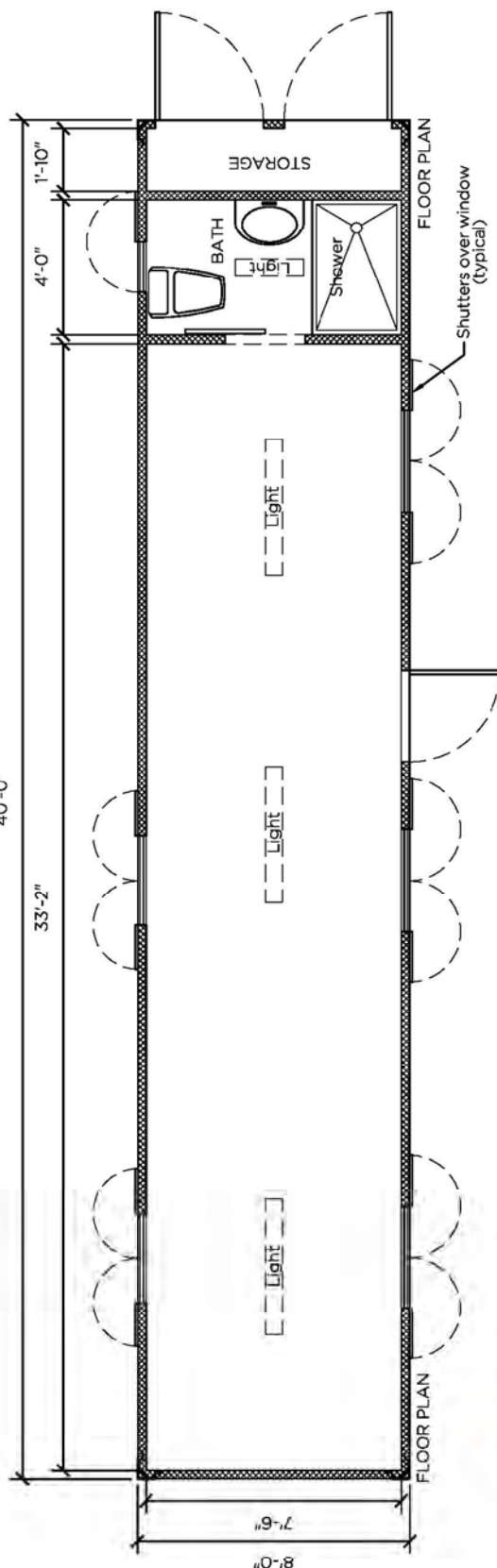
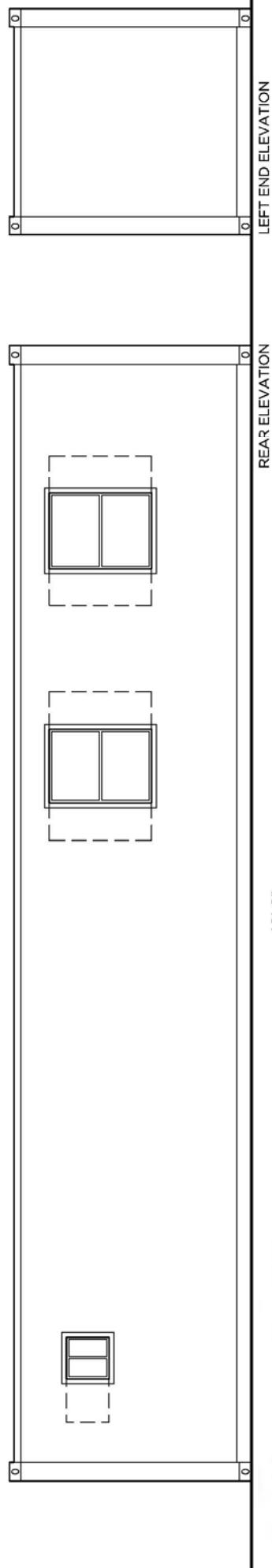
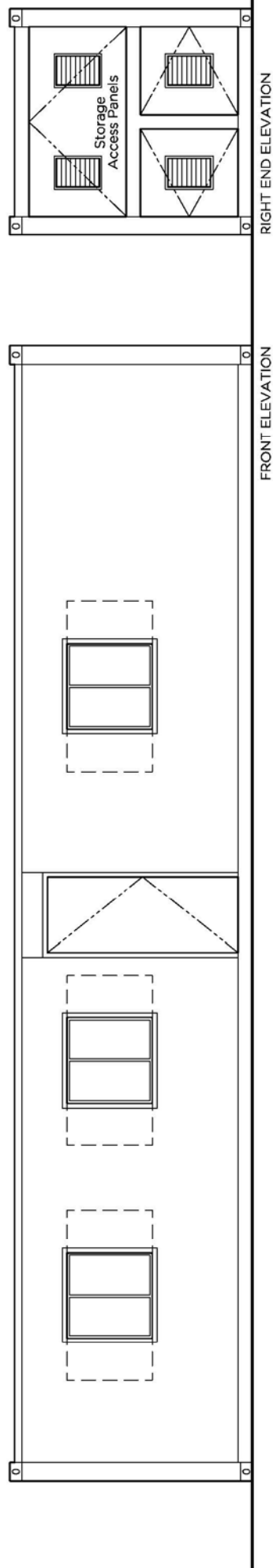
FRONT SIDE VIEW

CLASSIFICATION		DIMENSIONS	
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	WIDTH	3'00	3'00
	HEIGHT	11'00	3'00
	WEIGHT	11'00	3'00
INTERNAL (INSIDE)	LENGTH	10'00	2'00
	WIDTH	2'00	2'00
	HEIGHT	10'00	2'00
	WEIGHT	10'00	2'00
SIDE DOOR OPENING	LENGTH	3'00	3'00
	WIDTH	3'00	3'00
	HEIGHT	3'00	3'00
	WEIGHT	3'00	3'00
MAX. CROSS HEIGHT	LENGTH	11'00	3'00
	WIDTH	3'00	3'00
	HEIGHT	11'00	3'00
	WEIGHT	11'00	3'00



SECTION C-C (ROTATED 90°)
SCALE 2:1

1-100-0-1000	MARKING KEYS
1-100-0-1000	RIGHT SIDE ASSEMBLY
1-100-0-1000	FRONT FRAME ASSEMBLY
1-100-0-1000	LEFT SIDE ASSEMBLY
1-100-0-1000	ROOF ASSEMBLY
1-100-0-1000	REAR FRAME ASSEMBLY
1-100-0-1000	BASE STRUCTURE
1-100-0-1000	GENERAL ARRANGEMENT
1-100-0-1000	REMARKS
1-100-0-1000	APPROVED
1-100-0-1000	DESIGNED
1-100-0-1000	DATE
1-100-0-1000	SCALE
1-100-0-1000	PROJECTION
1-100-0-1000	40'X5'X6' 4"
1-100-0-1000	GENERAL ARRANGEMENT



Scale 3/16" = 1'-0"

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Model: 40' ESSENTIAL SERIES

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Santa Rosa, California 95402
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Fax 1-707-577-8649

Fax 1-707-577-8649
www.globalportablebuildings.com

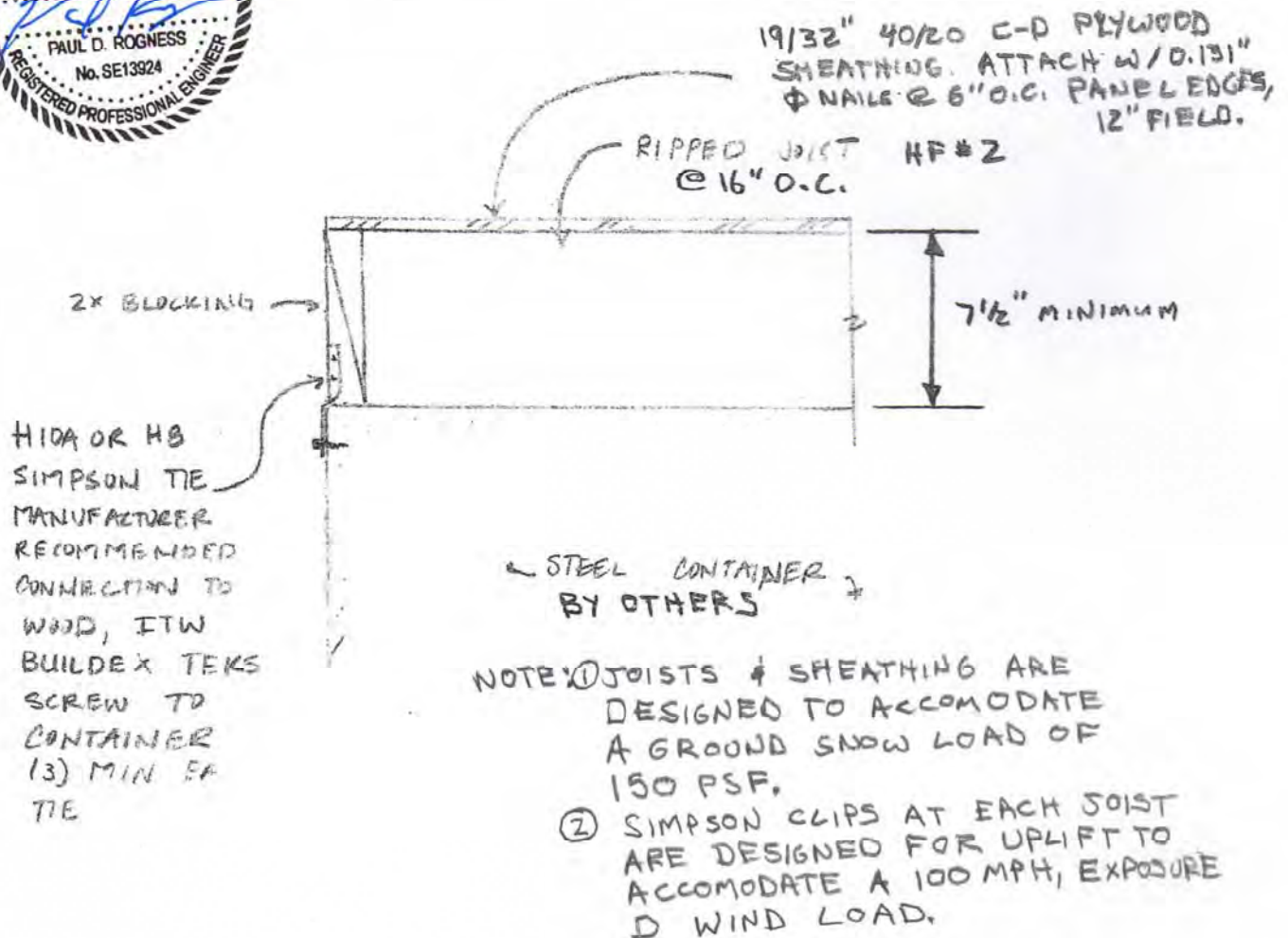


Project OCEAN BEAUTY SF CORDOVA

Date
3/19/14

Subject SECTION @ TEMP HOUSING ROOF

By PDR



SECTION @ STEEL CONTAINER ROOF

Comment Disposition Form

Job Name	Ocean Beauty Cordova Freeze Tunnel				
Job Number	13097				
Description	Modular Temporary Housing				
Submittal Package	City of Cordova - Zoning Site Plan Review				
	Date	3/17/2014	Reviewer	Sam Greenwood	BKR Proj. Manager Brian Hamm
Comment No.	Comment			Response	
1	Snow load needs to be 150 lbs per square ft., wind load needs to be 100 mph.			See attached DCI Engineers drawing	
2	Approximate location of vehicular entrances and loading points.			There will be no parking on the site, so no vehicles should around these units. As such, vehicle entrances and loading points are not applicable.	
3	We need the height from the ground to the top of the structure in the application itself and in the drafts.			See attached revised drawing. (Detail A7, sheet A-401)	
4	We need to know how a unit is secured on top of another unit.			There are interlocks designed for the base.	
5	We need a drawing showing the proposed water drainage of the area.			The temporary housing units will be set slightly above grade and the lot will be minimally graded so the slope is away from the unit.	
6	We know there is an existing fence on the back end of the lot that isn't indicated on any of the drawings. Please add.			See attached revised drawing. (Sheet A-110)	
7	Exterior finish and color.			The temporary housing modulars have a tan, steel exterior.	



Comment Disposition Form

8	Cover letter needs to be signed.	See attached
9	In the cover letter where parking is addressed, add a potential location where parking would be available.	Michael will be able to address this during the meeting
10	Is the check in the mail?	Yes, a check was placed in the mail from the southwest office on March 13th.



A MEMO FROM SUSAN BOURGEOIS, CMC, CITY CLERK

DATE: March 26, 2014

TO: Mayor and City Council

SUBJECT: PWSRCAC Board of Directors

Prince William Sound Regional Citizens' Advisory Council has a dedicated seat for a representative from the City of Cordova. **Robert Beedle** has held that seat for the past year and is interested in remaining the City of Cordova representative on the RCAC Board of Directors. This next term would take him through the May 2016 quarterly meeting.

RECOMMENDED MOTION: Move to approve Mayor Kaesh's reappointment of Robert Beedle to serve as the City of Cordova's representative on the PWSRCAC board of directors.

REQUIRED ACTION: Majority voice vote or Majority Roll Call vote on the Consent Calendar.



Regional Citizens' Advisory Council / "Citizens promoting environmentally safe operation of the Alyeska terminal and associated tankers."

In Anchorage: 3709 Spenard Road / Suite 100 / Anchorage, Alaska 99503 / (907) 277-7222 / FAX (907) 277-4523
In Valdez: P.O. Box 3089 / 130 South Meals / Suite 202 / Valdez, Alaska 99686 / (907) 834-5000 / FAX (907) 835-5926

MEMBERS

March 5, 2014

Sent via email and USPS mail

Alaska State
Chamber of
Commerce

Jim Kasch
City of Cordova
P.O. Box 1210
Cordova, AK 99574

Alaska Wilderness
Recreation & Tourism
Association

Dear Mayor Kasch:

Chugach Alaska
Corporation

The Prince William Sound Regional Citizens' Advisory Council (PWSRCAC) is writing to advise you that Robert Beedle's term on our Board of Directors expires at the upcoming May 1-2, 2014, annual meeting in Valdez.

City of Cordova

City of Homer

The dedicated seat for the City of Cordova is its opportunity to influence decisions having profound implications for oil transportation safety in Alaska, and for the state's oil spill prevention and response capabilities. We greatly value your past participation.

City of Kodiak

City of Seldovia

City of Cordova would best be served by a representative who:

City of Seward

- understands her/his community, its needs, concerns and perspectives;
- has a rudimentary familiarity with oil transportation issues;
- has a home and work schedule flexible enough to allow travel;
- is committed to our mission of promoting environmentally safe operation of the Alyeska terminal and associated tankers; and
- seeks opportunities to foster cooperative relationships with citizens, industry and regulatory agencies.

City of Valdez

City of Whittier

Community of
Chenega Bay

A PWSRCAC director can expect to devote an average of 10 hours a month on PWSRCAC business. The full Board conducts three 2-day meetings in January, May, and September. In addition, annual budget and planning meetings are held, as well as special meetings and opportunities to participate in committees or work groups. PWSRCAC staff provides support to board members whenever possible.

Community of
Tatitlek

Cordova District
Fishermen United

Please notify us in writing, no later than April 15, 2014, of your selected individual for the City of Cordova's next two-year term on the PWSRCAC board. Ideally, this individual will then be expected to attend our May 1-2, 2014, meeting for confirmation. **If Robert Beedle will continue to be your representative, we ask that you still notify PWSRCAC in writing.**

Kenai Peninsula
Borough

Kodiak Island
Borough

If you have further questions about the PWSRCAC or the responsibilities of its directors, please don't hesitate to call. Thank you for your cooperation, and we look forward to the City of Cordova's continued valuable contribution.

Kodiak Village Mayors
Association

Oil Spill Region
Environmental
Coalition

Sincerely,

Jennifer Fleming
Executive Assistant

Port Graham
Corporation

Prince William Sound
Aquaculture
Corporation

Cc: Robert Beedle

**CITY COUNCIL SPECIAL MEETING
MAY 29, 2013 @ 12:15 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kacsh called the Council Special Meeting to order at 12:15 pm on May 29, 2013 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were *Mayor James Kacsh* and Council members *Kristen Carpenter, Tim Joyce, David Allison, Bret Bradford, EJ Cheshier* and *David Reggiani*. Council member *James Burton* was absent. Also present were Interim City Manager *Don Moore* and City Clerk *Susan Bourgeois*.

C. APPROVAL OF AGENDA

M/Reggiani S/Bradford to approve the agenda.

Vote on motion: 6 yeas, 0 nays, 1 absent (Burton). Motion carried.

D. DISCLOSURES OF CONFLICTS OF INTEREST – None.

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda items – None.

F. NEW BUSINESS

2. City Manager Candidate Review – discussion about interviews/questions, etc.

Don Moore and *Cindy Appleton* provided Council with several lists of previously-used City Manager candidate interview questions and Council spent some time discussing the merits of these varied questions. Council discussed the timing of the interviews as well – one hour per candidate would be the allotted time. After the lengthy back and forth, these 8 questions were decided upon and Council intended to see how these were answered and possibly having follow-ups available if warranted, but to play that by ear as the follow-ups would be regarding playing off something that a candidate said, couldn't be rehearsed. 1) Now that you have spent a day or so in Cordova, what is your first impression and tell us why you picked Cordova? 2) Describe how you would best facilitate the flow of ideas, information and understanding between the City and the public, and within City Hall. 3) How do you develop trust and loyalty in your employees? 4) How do you ensure employee accountability? 5) Tell us about your experience managing large construction projects. 6) How would you approach declining revenues and increasing expenses in the budget cycle? 7) Based on what you have learned about Cordova, what do you expect to give you the most trouble as its City Manager? 8) Tell us about a mistake you made and what you did to recover from it.

G. AUDIENCE PARTICIPATION - none

H. COUNCIL COMMENTS

Bradford was curious on whether overtime was approved for moving the dirt pile. *Moore* said yes, they were if they couldn't get it done on regular time.

Mayor Kacsh asked if the conceptual designs for harbor boardwalks can be made available. He's been asked about that recently.

I. ADJOURNMENT

M/Joyce S/Bradford to adjourn. Hearing no objection, the meeting was adjourned at 01:12 pm.

Approved: April 02, 2014

Attest: _____
Susan Bourgeois, City Clerk

**CITY COUNCIL SPECIAL MEETING
JUNE 04, 2013 @ 11:00 AM THEN RECONVENED AT 7:00 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kacsh called the Council Special Meeting to order at 11:00 am on June 04, 2013 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were *Mayor James Kacsh* and Council members *Kristen Carpenter, Tim Joyce, David Allison, Bret Bradford, EJ Cheshier, David Reggiani* and *James Burton*. Also present were Interim City Manager *Don Moore* and City Clerk *Susan Bourgeois*.

C. APPROVAL OF AGENDA

M/Reggiani S/Joyce to approve the agenda.

Vote on motion: 7 yeas, 0 nays. Motion carried.

D. DISCLOSURES OF CONFLICTS OF INTEREST – None.

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda items

Nancy Bird said she appreciated this open forum type of interview.

F. NEW BUSINESS

2. City Manager Candidate Interviews
(may be discussed in executive session)

- Jon Cecil – Council asked 8 questions in an interview that lasted from 11:05 am until 11:50 am.

M/Bradford S/Reggiani to recess for 10 minutes. With no objection the meeting was recessed at 11:50 am and reconvened at 12:14 pm.

- Jon Erickson – Council asked 8 questions in an interview that lasted from 12:15 pm until 1:00 pm.

M/Joyce S/Burton to recess until the next interview at 1:30 pm. With no objection the meeting was recessed at 1:00 pm and reconvened at 1:27 pm.

- Randy Robertson – Council asked 8 questions in an interview that lasted from 1:30pm until 2:26pm.

M/Joyce S/Burton to recess for a few minutes at 2:26 pm. With no objection the meeting was recessed and then reconvened at 2:31 pm.

3. Council discussion/review/decision regarding an offer of a contract to a City Manager candidate
(may be discussed in executive session)

M/Bradford S/Burton to enter into executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the City specifically, City Manager candidates and a contract offer.

Vote on motion: 7 yeas, 0 nays. Motion carried.

Council entered executive session at 2:31 pm and reconvened the special meeting at 3:12 pm.

M/Joyce S/Reggiani to direct *Don Moore*, Interim City Manager to enter into negotiations with *Randy Robertson* to be Cordova's next City Manager.

Vote on motion: 7 yeas, 0 nays. Motion carried.

M/Allison S/Bradford to recess until 7pm. With no objection the meeting was recessed at 3:13 pm.

Mayor Kacsh called the special meeting back to order at 7pm and he asked to hear from *Mr. Don Moore*. *Moore* said he found *Mr. Robertson* and started the negotiations for salary at \$125K and he and his wife do not need health insurance as they are retired military and so he asked that the salary be \$132K instead. As far as annual leave he is willing to be on the same schedule as the employees except that he would like 15 days in a leave bank when he starts employment. He would use his own car and would like a

\$250/month car allowance. He would like 6 months of housing if he finds a place he like in that time he would take it immediately and the City wouldn't have to cover the full six months. He would like \$10K lump sum relocation costs and he wants no payback provision. He did agree to a three year contract. **Joyce** opined that he would not be willing to go along with paying him \$10,000 before he even came here for relocation. **Moore** said that **Robertson** had expressed that none of these things are deal breakers; he is willing to negotiate on each of these items. **Moore** said that as far as start date, the **Robertson's** thought August 1 could be workable. Also, the question was raised as to whether **Darlene** could work at CCMC. **Joyce** opined that the way to get around the code reference was to have her be hired first. **Moore** would further investigate this for Council. **Moore** said **Robertson** also wanted the contract to be in the same format as the template available from ICMA (International City Manager's Association). He said he believes the norm severance on that contract is six months. **Joyce** mentioned that the outstanding issue is that with an August 1 start date, what we do for the month of July because **Moore's** contract is up July 1. **Moore** opined that Acting CM's are often from the Finance Department or the Public Works Department.

G. AUDIENCE PARTICIPATION

H. COUNCIL COMMENTS

Carpenter thanked **Moore** for the negotiating.

Bradford thanked **Cindy (Appleton)** and staff for the meet and greet and he was glad the candidates were impressed with the reception, etc. He hoped that could get conveyed to the rest of staff too.

Reggiani said ditto to **Bradford's** comments; he said, very well said.

I. ADJOURNMENT

M/Allison S/Cheshier to adjourn. Hearing no objection, the meeting was adjourned at 07:17 pm.

Approved: April 02, 2014

Attest: _____
Susan Bourgeois, City Clerk

**CITY COUNCIL WORK SESSION
SEPTEMBER 18, 2013 @ 7:00 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kacsh called the Council Work Session to order at 7:00 pm on September 18, 2013 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were *Mayor James Kacsh* and Council members *Kristin Carpenter, Tim Joyce, David Allison, EJ Cheshier, David Reggiani* and *James Burton*. Council member *Bret Bradford* was absent. Also present were City Manager *Randy Robertson* and City Clerk *Susan Bourgeois*.

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda items - none

D. WORK SESSION TOPIC

2. BDO (formerly Mikunda Cottrell) presentation of City of Cordova 2012 Financial audit.

Michelle Drew mentioned the three documents that Council should have: the Letter to Management, Letter to the Council and the bound Financial Statements. Clearly, she said there are no crises, the letters mention items that could be addressed for more efficiency but nothing is a crisis. She wanted to express her thanks to the City Management, Finance Office, Public Works, Harbor, etc. All those asked for assistance were professional, cooperative, got us what we needed timely. Page 2 has the auditor's opinion, which was that it was a clean opinion. There were a number of journal entries which get corrected but do not affect the opinion. The balance sheet on page 8 – she mentioned a few highlights: \$17.6 M in assets, of which \$15 M are in cash or liquid assets. You ended the year with \$15 M in fund balance, not such a big number because about \$10 M of that is set aside for capital construction and there are other set-asides, so that only \$2.8 M of that \$15 M is unreserved/undesignated. Decline in funds of \$312 K over the year (i.e. net reduction) – General Fund was down \$116 K over the year. In the big picture Cordova doesn't have a huge amount of outstanding debt which is good – biggest is 2009 school bonds GO debt (\$14.9 M). No new debt in 2012 on the governmental side. On page 40 is the General Fund balance sheet and the GFOA says a good target to have on hand in the General Fund Balance is 3 – 6 months of operating expenses. City of Cordova for 2012 shows \$2.936 M which is just over three months – which is the low end of the range. Tax revenues for 2012 were pretty consistent with 2011 but it was a little lower than had been budgeted – specifically sales tax. Snow removal in 2012 was \$891 K over budget. The overall decrease in fund balance was \$116 K. As far as enterprise funds she used Harbor as an example on page 55. Operating revenues in Harbor fund were \$1.075 M and the operating expenses were \$1.8 M (\$706 K of depreciation expense included in this). If you take the loss from operations and add back the depreciation, you still wind up negative but in this case you should add back the PERS relief too and then you do wind up with a positive number. So, she believes that the Harbor user fees are covering the day to day of the harbor operations. The single audit is reported on page 73 and 74 which shows how much money was actually spent. The findings are on page 86 – 87 and there were a lot of journal entries for 2012, therefore, there was a finding regarding the preparation and the closing out of the year end for 2012. *Drew* wanted to point out that the current Finance Director was not the Finance Director during the year of 2012. She hopes to see some pretty big improvement to this allowing for a learning curve.

Joyce asked how we are going to be able to show the PERS debt without looking really bad (i.e. negative). Will it affect our bond rating and the like down the road? *Drew* said it will not affect your General Fund at all because it is long term debt. Nor will it affect your budgetary day-to-day accounting either. She reiterated that this is not a new liability, we have had it for a long time, it is just now it has to be reported.

E. AUDIENCE PARTICIPATION - None

F. COUNCIL COMMENTS - None

G. ADJOURNMENT

M/Reggiani S/Burton to adjourn.

Hearing no objection, the meeting was adjourned at 7:32 pm

Approved: April 2, 2014

Attest: _____

Susan Bourgeois, CMC, City Clerk

DRAFT

**CITY COUNCIL SPECIAL MEETING
OCTOBER 23, 2013 @ 12:00 PM
CITY HALL CONFERENCE ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kacsh called the Council Special Meeting to order at 12:00 pm on October 23, 2013 in the City Hall Conference Room.

B. ROLL CALL

Present for roll call were *Mayor James Kacsh* and Council members *Tim Joyce*, *David Allison*, *Bret Bradford* and *James Burton*. Council members *Kristen Carpenter*, *EJ Cheshier* and *David Reggiani* were absent. Also present were City Manager *Randy Robertson* and City Clerk *Susan Bourgeois*.

C. APPROVAL OF AGENDA

M/Allison S/Bradford to approve the agenda.

Vote on motion: 4 yeas, 0 nays, 3 absent (Carpenter, Cheshier and Reggiani). Motion carried.

D. DISCLOSURES OF CONFLICTS OF INTEREST - none

E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda item - none

F. EXECUTIVE SESSION

Council member *Kristen Carpenter* arrived at 12:07 pm.

2. Cordova Center Finances, attorney update

M/Bradford S/Allison to enter into an executive session to receive attorney advice regarding Cordova Center finances a matter the immediate knowledge of which would clearly have an adverse effect on the finances of the City.

Vote on motion: 5 yeas, 0 nays, 2 absent (Cheshier, Reggiani). Motion carried.

Council entered executive session at 12:07 pm, invited to the executive session were Colin Murphy, Jim Quick of Dawson, and City attorneys Holly Wells and Steve Hutchings. The special meeting was reconvened at 12:56 pm.

G. AUDIENCE PARTICIPATION - none

H. COUNCIL COMMENTS - none

I. ADJOURNMENT

M/Joyce S/Allison to adjourn.

Hearing no objection, the meeting was adjourned at 12:57 pm

Approved: April 2, 2014

Attest: _____
Susan Bourgeois, CMC, City Clerk

**CITY COUNCIL REGULAR MEETING
MARCH 19, 2014 @ 7:30 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Acting Vice Mayor EJ Cheshier called the Council Regular Meeting to order at 7:30 pm on March 19, 2014, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Acting Vice Mayor EJ Cheshier led the audience in the Pledge of Allegiance.

C. ROLL CALL

Present for roll call were Council members *Tim Joyce, Tom Bailer, Bret Bradford* and *EJ Cheshier*. Council Members *Kristin Carpenter* and *Dave Reggiani* were present via teleconference and *Mayor James Kacsh* and Council member *James Burton* were absent. Also present were City Manager *Randy Robertson*, City Clerk *Susan Bourgeois* and Student Council Representative *Sarah Hoepfner*.

D. APPROVAL OF REGULAR AGENDA

M/Joyce S/Bailer to approve the Regular Agenda.

Vote on motion: 6 yeas, 0 nays, 1 absent (Burton). Motion passes.

E. DISCLOSURES OF CONFLICTS OF INTEREST – none

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speaker in re Tsunami Ready City

Joanie Behrends introduced the four guests and then each spoke and showed slides. They were addressing the fact that Cordova had just become a Tsunami Ready and a Storm Ready community and they also gave a briefing on the upcoming Alaska Shield 2014 exercise which would be held on Friday March 28 and Saturday March 29 in Cordova and elsewhere across the State. *Whitmore* also mentioned the 1964 earthquake and the tsunami that affected Cordova and the Prince William Sound area. *John Madden* presented *Acting Vice Mayor EJ Cheshier* with two signs that read “You are now entering a Tsunami Ready City”. The invited guests were: *John Madden*, Director of Alaska Division of Homeland Security and Emergency Management, *Paul Whitmore*, Director of the National Tsunami Warning Center, *Cindy Prellar* (NOAA) and *Ervin Petty* (AK Division of Homeland Security and Emergency Management).

2. Audience comments regarding agenda items:

Robert Beedle of 609 Spruce spoke to the Harbor dumpsters issue; he asked Council that if they were going to make any specific decisions about it, that they should write it down so we don’t have to keep revisiting this issue. He said we had discussed this a while ago and he thought it had been figured out.

3. Chairpersons and Representatives of Boards and Commissions

Harbor – Burton was not present, so Harbormaster *Schinella* mentioned their last meeting where the Commission discussed harbor dumpsters and he said they have a special meeting tomorrow.

Planning and Zoning – Reggiani said the Commission met last week and one issue was the Comprehensive Plan which the commission unanimously decided to hold off on until next budget cycle and this way they could be better prepared to start right in on it in January 2015. If they were to start now, it is too close to fishing and everyone’s busy time to dedicate the appropriate time to it. Land disposal maps were before the commission as well and there was a split vote on a number of lots (specifically North Fill lots) so it was referred to come back before a full commission before they make their recommendation to Council.

School Board – Bradford said he missed the last School Board meeting. *Allison* was in the audience and said he had been at the last School Board Special Meeting where they elected officers. *Barb Jewell* is the new president and *Tammy Altermott* the vice president.

4. Student Council Representative Report – **Sarah Hoepfner** said this week there will be an all-school game night for seventh through twelfth graders at the Elementary School. In April there's an AASG conference in Fairbanks and Cordova's Student Council hopes to take 5 – 10 people there. Also coming up, there will be an Oscar Talent night.

G. APPROVAL OF CONSENT CALENDAR

Acting Vice Mayor EJ Cheshier informed Council that the consent calendar was before them.

5. Proclamation of Appreciation to David Allison

6. Record unexcused absence of Council member Carpenter and excused absence of Council member Cheshier from the March 05, 2014 Regular Meeting

Vote on Consent Calendar: 6 yeas, 0 nays, 1 absent (Burton). Cheshier – yes; Carpenter – yes; Bradford – yes; Bailer – yes; Reggiani-yes and Joyce-yes. Consent Calendar was approved.

Acting Vice Mayor EJ Cheshier read the Proclamation of Appreciation to **David Allison** into the record.

H. APPROVAL OF MINUTES

M/Bradford S/Joyce to approve the Minutes.

7. Regular Meeting Minutes 3-05-14

Bourgeois mentioned an edit that she would make because in page 5 of the packet there was an incorrect number relating to the PERS rate being capped in 2008. It should say capped at 22% but it says 22.5%. She will make the edit and speak to the correction in the minutes.

Vote on motion: 6 yeas, 0 nays, 1 absent (Burton). Motion passes.

I. CONSIDERATION OF BIDS

J. REPORTS OF OFFICERS

8. Mayor's Report – **Mayor Kacsh** was not present. **Acting Vice Mayor EJ Cheshier** said it was a really nice day today in Cordova and he did get some crab today went he went crabbing.

9. Manager's Report – **Robertson** reported that: 1) he will be away for the next two Council meetings. In Washington DC for the next one and then **Ms. Behrends** and he will be at the Alaska Shield after action meeting on the April 16 meeting date; 2) NVE has an approved Clean Harbors Grant of \$90K that will be spent over the course of the next year, kudos to **Mr. Azure** and his team; 3) he said we have 50#s of halibut that have been donated and they will make their way to Juneau in 2 – 3 weeks; 4) **Alan Austerman's** daughter has announced her candidacy for his seat, FYI; 5) the **Adjutant General** for the State as well as the **Governor** will be here during Alaska Shield.

a. Finance Director **Jon Stavig**, financial update

b. **Today in America**, television show – **Laura Cloward** showed a five minute segment from the television show with host **Terry Bradshaw**. **Cloward** said this began in 2012 – Council approved it, then staff waited for summer months for the filming crew to come up here; was filmed eventually in July 2013, we received the finished product in October 2013. She wanted Council to see it before we started using it locally. It has aired seven times in two locations so far, Albany and Salt Lake City.

10. City Clerk's Report – **Bourgeois** said she had a written report in the packet but just wanted to announce the change in Council Meeting start times beginning with our next regular meeting, Council meetings will begin at 7:00 pm.

K. CORRESPONDENCE

11. DoT plans for Avalanche gates 02-24-14

12. Email from Dave Janka in re Oil Spill Drill 02-28-14

13. DoT letter in re Whitshed Road 03-04-14

L. ORDINANCES AND RESOLUTIONS

14. Ordinance 1114 an ordinance of the City Council of the City of Cordova, Alaska, repealing section 8.04.170 entitled trapping to eliminate contradiction in the Cordova Municipal Code

M/Joyce S/Bailer to adopt Ordinance 1114 an ordinance of the City Council of the City of Cordova, Alaska, repealing section 8.04.170 entitled trapping to eliminate contradiction in the Cordova Municipal Code.

Joyce said this is being done because of the passage of the trapping initiative at our recent election. The code that the people voted in conflicts with what's in code so we are fixing the conflict with this ordinance.

Vote on motion: 6 yeas, 0 nays, 1 absent (Burton). Joyce–yes; Bailer–yes; Cheshier – yes; Reggiani – yes; Bradford - yes and Carpenter – yes. Motion passes.

15. Resolution 03-14-17 a resolution of the City Council of the City of Cordova, Alaska, appropriating \$205,000 from the Cordova Center fund balance to pay necessary professional services and other costs related to the Cordova Center construction project

M/Bradford S/Joyce to approve Resolution 03-14-17 a resolution of the City Council of the City of Cordova, Alaska, appropriating \$205,000 from the Cordova Center fund balance to pay necessary professional services and other costs related to the Cordova Center construction project.

Robertson said the Cordova Center Committee met last week and this is just an administrative resolution, catching up with some bills that we owe, appropriating the money to do so.

Vote on motion: 6 yeas, 0 nays, 1 absent (Burton). Joyce–yes; Cheshier – yes; Bradford – yes; Carpenter – yes; Reggiani – yes and Bailer–yes. Motion passes.

M. UNFINISHED BUSINESS – none

N. NEW & MISCELLANEOUS BUSINESS

16. Harbor Dumpsters and Refuse Billing to Harbor – discussion

Robertson and **Dahl** gave a presentation to Council on what has been changed recently; what they have been doing lately concerning refuse. **Robertson** began by reminding Council that one month ago they gave guidance to staff regarding the way forward at the baler as far as collections, equipment, etc. **Mayor Kacsh** then asked for this agenda item, as a discussion tonight. Lengthy discussion ensued and Council was able to offer some suggestions to **Dahl** and **Robertson** especially regarding the dumpster lids (i.e. the small size of the opening and the difficulty in using the equipment). Also extended hours at the baler were suggested, currently the hours are 7 – 3:30 M-F (**Dahl** agreed he would like the hours better and will work toward that). **Joyce** mentioned that if we were to offer free bulk drop off, more often than just on the clean-up day annually, then we could save money in the staff time used to sort through dumpsters when people toss bulk items in there instead. **Dahl** liked the idea and said he would work through the details to see how it could be implemented. Another Council suggestion was putting a dumpster outside the gate of the baler when it is closed. Also maybe a steel collection bin could be placed somewhere so the public could dispose of these larger items properly.

17. Council election of Vice-Mayor

Bradford nominated **Dave Reggiani** to continue as Vice Mayor. **Cheshier** closed the nominations.

Upon roll call vote: 6 yeas, 0 nays, 1 absent (Burton). Cheshier – yes; Joyce–yes; Bradford – yes; Bailer–yes; Carpenter – yes and Reggiani – yes. **Reggiani** was elected Vice Mayor.

18. Council concurrence of suggested Council Representatives to City Boards and Commissions

Reggiani said that he couldn't see in Code where the Council member that is designated to a board or commission doesn't also have a three year term which is different from how we have been practicing that. Also he doesn't like that they would be referred to as a Council representative because he thinks that person to be a full-fledged board or commission member; not there to give what they may believe to be Council's point of view on a topic. **Joyce** said that they are one-year terms simply because Council members could be termed out of Council in less than the amount of time if they were to be appointed to three year terms on the board or commission. By default, they are one-year terms. **Reggiani** said that what he is describing is the way we have been practicing it, but it is not the way it is written in Code. **Reggiani** and **Joyce** suggested we clarify code. As far as the School Board liaison, Council made it clear that that was a non-voting member,

and the Council rep to School Board was a much different role than the Council rep to City Boards and Commissions. Conversation went back to the role of the Council designated board member. **Reggiani** was of the opinion that the Council member on a board is a full-fledged member, not a Council rep and not a liaison.

M/Joyce S/Bailer to agree with the suggested Council members to act as Council reps to boards and commissions as follows:

Carpenter as Council designated member to the Parks and Recreation Commission,

Burton as Council designated member to the Harbor Commission and

Bradford as Council rep to the School Board.

All to serve one year terms that expire after the 2014 regular election when new Council members are seated.

Vote on motion: 6 yeas, 0 nays, 1 absent (Burton). Carpenter – yes; Bradford – yes; Bailer–yes; Cheshier – yes; Reggiani – yes and Joyce–yes. Motion passes.

Council asked the Clerk to bring the Planning & Zoning agenda item to the next meeting.

19. City Code on election noticing/publication requirements – discussion

After lengthy discussion, Council said the code was followed but maybe code needs to be changed to provide for more notification as far as elections. The Clerk was directed to bring the language regarding Elections notification to the April 2 meeting and Council would deal with it.

20. Pending Agenda and Calendar

Bourgeois said the Public Hearing on April 2 would be at 6:45 pm and then the Regular Meeting is at 7:00 pm – this is the new, earlier start time for Council regular meetings. HSB will also be meeting on April 2 – hospital staff will be in touch with the HSB members to let them know the start time of that meeting. March 26 there are two work sessions scheduled. First a joint work session with the School Board at 7pm and then a Council budget work session immediately following that. **Bourgeois** also mentioned the upcoming BOE meeting on April 21.

O. AUDIENCE PARTICIPATION

David Allison 203 Whiskey Ridge Rd, thanked Council for the Proclamation, said it was an honor to serve. He thanked **Donald (Kurz)** for broadcasting the meetings. He said we have a great City crew hopes that Council will continue to support the staff. Lastly, he said when you meet as HSB, don't wash your hands of our Community Medical Center; staff morale is not great over there. Make sure your oversight is still there.

Robert Beedle 609 Spruce Street, reiterated his concerns about the dumpsters at the Harbor. He promoted the idea of transfer sites.

P. COUNCIL COMMENTS

21. Council Comments

Carpenter thanked **David Allison** and **Brandon (Dahl)** for all the work he puts in.

Reggiani thanked **David Allison** again as well and welcomed **Tom Bailer**.

Bailer said thanks again to **Allison** and said he looks forward to working with the rest of Council and in keeping these meetings shorter.

Bradford thanked **David Allison** again too. Dumpster issue is a tough one, we will continue to work on it and it will get solved.

Joyce also thanked Dave for his years of service. He said that the issues that we were dealing with tonight are somewhat insignificant when you think about the things we can be dealing with – but there were good discussions.

Acting Vice Mayor EJ Cheshier thanked **Allison** and asked for a recess before the executive session.

M/Joyce S/Bradford to recess for 5 minutes at 10:00 pm. Hearing no objection the meeting was recessed and then reconvened at 10:04 pm.

Q. EXECUTIVE SESSION

22. Attorney legal advice regarding Cordova Center finances

M/Bradford S/Bailer to enter an executive session to receive attorney legal advice regarding the Cordova Center a matter the immediate knowledge of which would clearly have an adverse effect on the finances of the government.

Vote on motion: 5 yeas, 0 nays, 2 absent (Carpenter, Burton). Motion passes.

Council entered executive session at 10:04 pm and was back in regular session at 10:40 pm.

R. ADJOURNMENT

M/Bradford S/Joyce to adjourn. Hearing no objections the meeting was adjourned at 10:40 pm.

Approved: April 02, 2014

Attest: _____
Susan Bourgeois, CMC, City Clerk

DRAFT



City of Cordova,
Office of the City Clerk
Cordova, AK 99574
602 Railroad Avenue * PO Box 1210

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

CITY CLERK'S REPORT TO COUNCIL

April 02, 2014 Regular Council Meeting

Date of Report: March 24-28, 2014

Things I need feedback on or am reporting to Council on:

- I am still advertising for 2 Parks and Rec seats – please talk to your constituents and drum up interest in serving on this important City commission – if there is Council or staff interest in reducing the P&R Commission, while Ord 1115 is before you would be the best time to do so, i.e. reduce the number to five
- Last agenda we had a discussion item regarding Election noticing requirements – I worked on ordinance language and in discussions with the Attorney, she determined that there was Department of Justice preclearance research she needed to do before such an ordinance should be put before Council – we will shoot for April 16 or May 2

Things the Clerk's Office has been working on:

- Signed paychecks/other AP checks
- Prepared agenda and packet for work sessions on 03-26-14 and public hearing and regular mtg on 04-02-14
- Planned and then, unfortunately had to cancel two work sessions of 03-26-14, contacted school board president, superintendent and school staff regarding cancelation joint work session
- Continuing to update cemetery records, map, spreadsheet, when time allows
- Assessment notices are out, appeal period runs until April 7, 2014, Board of Equalization meeting is on April 14, 2014, 10 appeals as of 3/26/14
- Advertised Council meeting time change to 7pm beginning with the April 2, 2014 meeting date
- Minutes catchup continues, several sets of old minutes in tonight's packet, finally!
- Worked with attorney on Ordinance concerning Council member designation to boards
- Worked with attorney on Election noticing ordinance – see feedback above
- Attended staff meeting on March 25 – excellent ethics discussion led by **Library Director Miriam Dunbar**
- Spoke with City Assessor regarding possibility of use of a program for mass appraisal which should work nicely with the City's current assessing database and financial software – we will be allowed to test for a year – details to follow

To the Mayor & City Council,

I would like to compliment the City on their recent full page ad in the Cordova Times. It was

gratifying to note that our fair city is finally taking steps to solve the problems associated with refuse disposal that have long plagued our city. It was especially gratifying to see a picture of our new dumpsters; chained and locked. It is nice to see our city officials are thinking outside the box. (or outside the dumpster as it were.) If the City is successful at

preventing citizens from throwing out their refuse we will be able to extend the life of our landfill indefinitely. I'm not ~~be~~ sure why the City left the tiny trap doors on the dumpster lids. It appears that because of these tiny trap doors tall people could possibly throw out some trash. The tiny trap door ^{however} approach ^v could lead to some traps for our City.

1 THE City could face potential discrimination litigation from short people who ARE UNABLE to ACCESS those

tiny little trap doors
AND

#2 TALL people, AND short people
with ladders will still be able to
throw out some trash. Thus shortening
the usable life of our landfill.

After conversations with several
movers and shakers around town I
propose a solution to these potential
problems.

Remove the chains AND locks
from all dumpsters AND install in-
stead ^{lids} false bottoms. By installing
^{lids} false ~~bottoms~~, all citizens, short
AND tall would be prevented from

disposing of their trash. So any citizen attempting to dispose of trash would lift up the lid and find ... not an empty dumpster

but ~~a sealed dumpster~~ another lid!

And beneath that another lid. Our

dumpsters could be like those

Russian dolls stacked one inside

another thus confounding any citizen

attempting to throw out their trash.

By employing this solution the City could prevent the entry of any trash

into our refuse stream as well

as providing amusement for employees

tasked with watching dumpster

SURVEILLANCE VIDEO CAMERAS.

False lids would also eliminate the negative connotations associated with chains and locks and tiny trap doors.

It is of the utmost importance that the City NOT provide it's citizens with easy options for disposing of their refuse. We should NOT provide dumpsters for steel, aluminum, copper, or just plain trash. If we did that our Refuse Department would have to deal with a lot of refuse, and our Land fill, would be Land full. Can't have that! Sincerely Bob Smith



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

**Department of Transportation
and Public Facilities**

ALASKA MARINE HIGHWAY SYSTEM
Office of the General Manager

7559 North Tongass Highway
Ketchikan, Alaska 99901-9101
Main: 907.228.7250
Fax: 907.228.6875

3/12/2014

Dear Community Advisory Group Members:

It is time to begin the public review process for the next Alaska Marine Highway scheduling cycle. The proposed schedule patterns that will be reviewed will cover fall/winter/spring 2014-2015.

The schedule patterns that are being proposed are based on a funding level for FY15. The operating plan has been designed to meet the needs for community service, staying within available funding, and maintaining regulatory and safety standards for the vessels.

Please take the time to review and comment on this proposal paying particular attention to any need for special events scheduling. Be sure to give the name of the event, date, location, and arrival/departure times needed for each special event.

Please provide your written comments prior to April 05, 2014. Information may be faxed to 907-586-8365 or emailed to dot.amhs.comments@alaska.gov. A teleconference to hear comments and consider adjustments is scheduled for Tuesday, April 08, 2014 at 10:00 a.m. for Southeast schedules and at 1:30 p.m. for Southwest and Southcentral schedules. The meeting will be held in Ketchikan at the Alaska Marine Highway Central Office, 7559 North Tongass Highway for participants wishing to attend in person.

The toll free number to participate in both teleconferences is: 1-800-315-6338, conference code 3902#. The link to access the proposed schedule patterns is:

<http://www.dot.state.ak.us/amhs/share/schedule/considerations.pdf>.

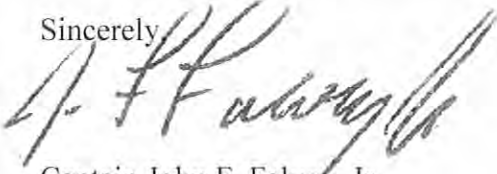
It is the policy of the Department of Transportation & Public Facilities (DOT & PF) that no person shall be excluded from participation in, or be denied benefits of any and all programs or activities we provide based on race, religion, color, gender, age, marital status, ability, or national origin, regardless of the funding source including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration and State of Alaska Funds.

The State of Alaska Department of Transportation & Public Facilities (DOT & PF) complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services, and/or special modifications to participate in this public meeting should contact AMHS Operations Manager, Capt. Tony Karvelas at (907) 228-7252 and

TDD (907) 269-0743, TTY 1-800-770-8793, Alaska Relay, Voice: 7-1-1 or 1-800-770-8255 no later than April 02 to make any necessary arrangements.

If you have any additional questions or need additional information, please contact the AMHS Operations Manager, Captain Tony Karvelas, at (907) 228-7252.

Sincerely,



Captain John F. Falvey, Jr.
General Manager

JFF:gn

ENCLOSURES:

Draft FY15 Operating Plan 15.02
Calendars of Events
Weekly Vessel Pattern Graphs
FY15 Vessel Deployment Plan
Guide to Reading and using AMHS Scheduling Graphs

DISTRIBUTION:

All Southeast Alaska Mayors
All Southcentral Alaska Mayors
All Southwest Alaska Mayors
Alaska Travel Industry Association
ARDORS
Commercial Shipping Companies
CVBs
DOT/PF Southeast Regional Director
Marine Transportation Advisory Board
Managers, AMHS Terminals
Masters, AMHS Vessels
Unions
IBU
MM&P
MEBA
Tlingit & Haida Central Council
S.E. Alaska Tribal Government Advisory Committee

DRAFT

Operating Plan 2014-2015

 Revision Number 15.3
03/19/2014

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Operating Weeks
	Implementation of an Operating Plan is dependent upon funding from the legislature and earned revenue.											2015	
KEN	Jul 1, Tue	BEL-X-GULF		Oct 01, Federal CIP			Jan 22 O.H.		Mar 05 BEL-X-GULF				30.0
COL	Jul 1, Tue	BEL-Fri		Oct 1, Wed Layup					Mar 1, Sun Overhaul		May 3, Sun BEL-Fri		21.4
MAT	Jul 1, Tue	YPR/SGY		Sep 15, Layup				Feb 1, O.H.	Mar 22, BEL-FRI		May 3, YPR/SGY		25.3
MAL	Jul 1, Tue	NLC - Dayboat		Oct 01, Wed BEL-Fri					Mar 22, O.H.		May 15 NLC - Dayboat		44.4
TAK	Jul 1, Tue	YPR/JNU									May 1, Fri OH		43.4
LIT	Jul 1, Tue	MET Service					Jan 10, Overhaul		Jan 26, MET Service				49.9
LEC	Jul 1, Tue	NP/Dayboat		Sep 15, Federal CIP				Feb 1, O.H.	Mar 1, Sun NP/Dayboat				28.3
TUS	Jul 1, Tue	SW							Mar 1, Overhaul	Apr 16, Thu SW			45.6
AUR	Jul 1, Tue	PWS	Sep 11, In Transit	Sep 15, NP Dayboat					Mar 01, Overhaul	Apr 20, PWS			44.4
FWX	Jul 1, Tue	SIT 6X - PSG 1X	Sep 15, O.H.	Oct 12 In transit	Oct 17, Fri PWS 4X wk					Apr 16 In transit			43.4
CHE	Jul 1, Tue	PWS		Oct 13, Re-engine						Apr 1 OH	May 15, PWS		21.6

LEGEND

On Line	BEL - Bellingham to Skagway Route	PWS-Prince William Sound	SW- Southwest	Mainline Vessels	164.5
Overhaul	YPR - Prince Rupert to Skagway Route	MET - Metlakatla Service	YPR-X-Gulf-SW Pr. Rupert Cross Gulf Southwest	Feeder Vessels	121.6
Layup	BEL-X-Gulf Bellingham Cross Gulf SW	NP - Northern Panhandle	NLC + SIT - Northern Lynn Canal + Sitka	Southwest Vessels	111.6
				Total Operating Weeks	397.7

Note: Dates represent the first day of the period. Overhaul and refurbishment periods include vessel travel time.

**Alaska Marine Highway System
FY15 Vessel Deployment Plan
March 18, 2014**

Vessel Deployment – Winter 2014-15

- Kennicott will enter a Federal CIP project in October and will commence Bellingham Cross Gulf service in early March.
- Columbia will enter Layup status in October and will resume the Bellingham to Skagway service in early May.
- Matanuska will be in Layup status mid- September until entering Overhaul in early February. In late March she will pick up the Friday Bellingham route until early May when she resumes the Prince Rupert to Juneau route.
- Malaspina will run the Bellingham to Skagway route until entering overhaul in early March.
- Taku will sail the Prince Rupert to Juneau route until entering Overhaul in May.
- Lituya will sail between Annette Bay and Ketchikan until January when she enters a two week Overhaul period.
- LeConte will enter a Federal CIP project in mid-September and will resume the Northern Panhandle route in early March.
- Tustumena will sail SW until entering overhaul in early March. She will resume service in SW mid April. First chain scheduled for April 21.
- Aurora will sail in SE mid-September to cover the Northern Panhandle while LeConte is in Overhaul. Aurora will then enter Overhaul in March. She will resume service in PWS mid-April.
- Fairweather will be in Overhaul until mid-October and will then cover PWS until mid-April.
- Chenega will cover PWS until mid-October and will then enter a re-engine project until mid-May.

Guide to Reading and Using AMHS Scheduling Graphs (Or Spider Graphs as they are affectionately known)

The AMHS scheduling graphs convey a massive amount of information on a single page, and they can be confusing to understand and interpret. The following explanations and suggestions may help.

1. The title of the graph defines the geographic area depicted by the chart and the time period to which it applies. When “Wk 1 & 3” or “Wk 2 & 4” appear, it implies that the schedule alternates every other week of the month (i.e. that the schedule is not the same every week). Essentially, a week 1 schedule would be followed by week 2, then back to week 3 (which is the same as week 1) and so on to round out the 4 weeks of a month.
2. The days of the week and times of the day are spread across the top axis of the chart. Midnight to midnight is shown for each day with only noon shown on the graph for reference and to declutter it.
3. The various ports are shown on the left side axis of the chart using their three letter AMHS designator. A key to decipher port and ship codes is on page 2 of this guide. Ports with only one dock or ship berth are shown on a single line. Ports with multiple docks have a line for each dock (e.g. JNU 1, JNU 2, JNU 3). They are generally arranged in geographic order, such as Skagway at the top (north) and Bellingham at the bottom (south).
4. Each ship is shown in a different color, and has the ship’s three letter identifier listed beside it throughout the chart for reference. A solid bar of a particular ship’s color in a specific port’s row on the chart indicates the time for that ship to be in that port. By reference to the top axis, you can determine the approximate times of those in port periods.
5. Thin lines of a ship’s color between ports indicate transit time for that particular ship between the two ports at either end of the line.
6. Thin lines that “run off the right edge of the chart” are continued, either on the left edge of the same chart (if running on a weekly scheduling cycle) or on the left edge of the alternating Wk 1&3, Wk 2&4 chart (if running on a two week scheduling cycle).
7. Ships that transition between geographic areas (e.g. Kennicott going across the Gulf of Alaska) have a notation box at the end of their thin transit line indicating such “To X-Gulf” or “Fr X-Gulf”

Suggestions for use:

1. To see what a particular ship does, just follow that ship’s colored line as it zigzags across the chart to determine what ports it visits and on what days and at what approximate times.
2. To see what service a particular community receives, just follow that community’s horizontal row across the chart to see what ships stop in that community and on which days of the week and times of the day that happens. You can also determine, by looking at that ship’s thin transit lines, where a ship serving your community is coming from and where it is going to next.

AMHS Community and Ship Three Letter Codes

Communities

ANB=Annette Bay
AKU = Akutan
ANG = Angoon
BEL = Bellingham, WA
CBY = Cold Bay
CDV = Cordova
CHB = Chenega Bay
CHG = Chignik
FPS = False Pass
GUS = Gustavus
HNS = Haines
HNH = Hoonah
HOM = Homer
JNU = Juneau (Auke Bay)
KAE = Kake
KCV = King Cove
KOD = Kodiak
KTN = Ketchikan
OLD = Old Harbor
ORI = Port Lions
OUZ = Ouzinkie
PEL = Pelican
PSG = Petersburg
SDP = Sand Point
SDV = Seldovia
SGY = Skagway
SIT = Sitka
TAT = Tatitlek
TKE = Tenakee
UNA = Unalaska/Dutch Harbor
VDZ = Valdez
WRG = Wrangell
WTR = Whittier
YAK = Yakutat
YPR = Prince Rupert, BC

Ships

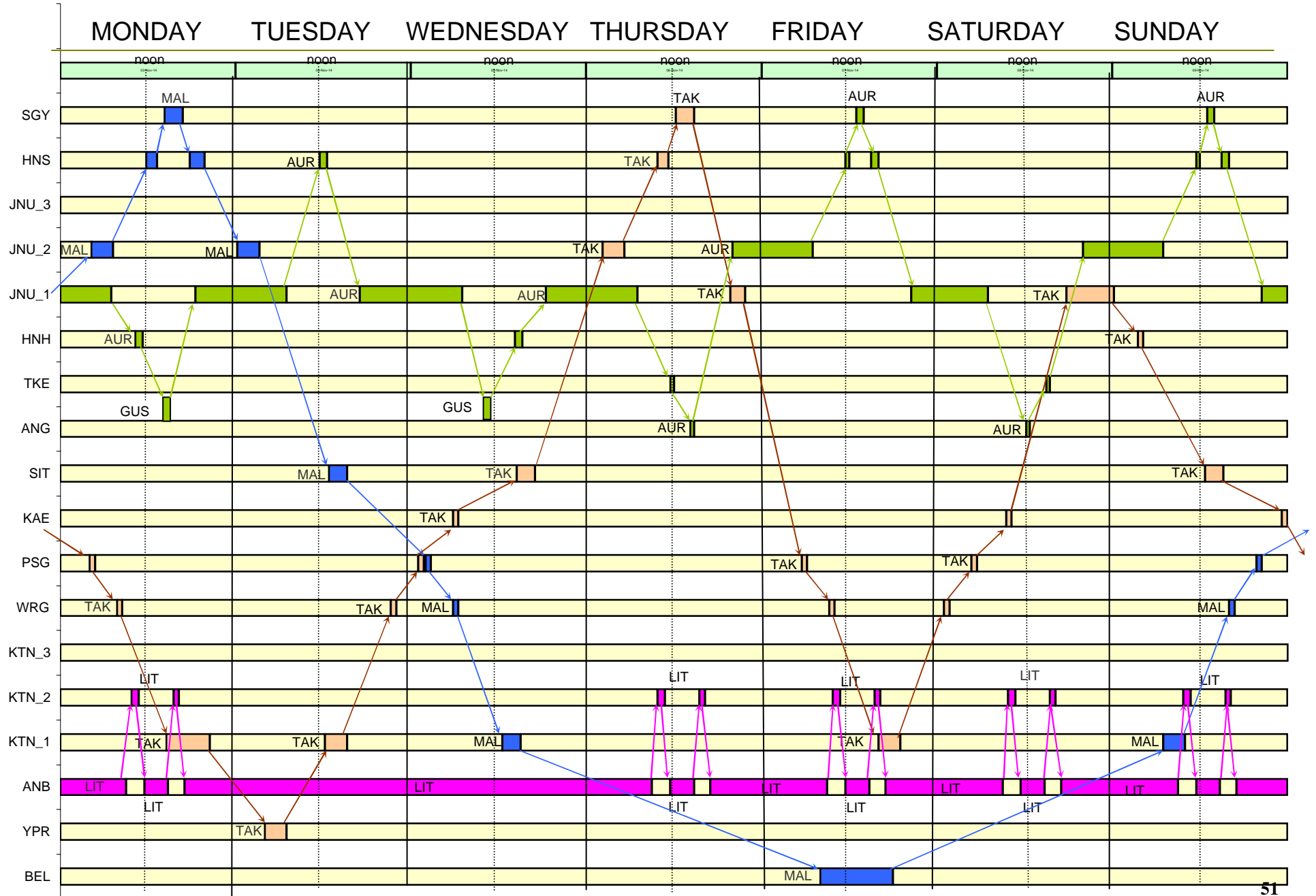
AUR = Aurora
CHE = Chenega (Fast Ferry)
COL = Columbia
FWX = Fairweather (Fast Ferry)
KEN = Kennicott
LEC = LeConte
LIT = Lituya
MAL = Malaspina
MAT = Matanuska
TAK = Taku
TUS = Tustumena

DRAFT

Winter 2014-15 SE Oct-Feb

DRAFT

Revised 03-18-14

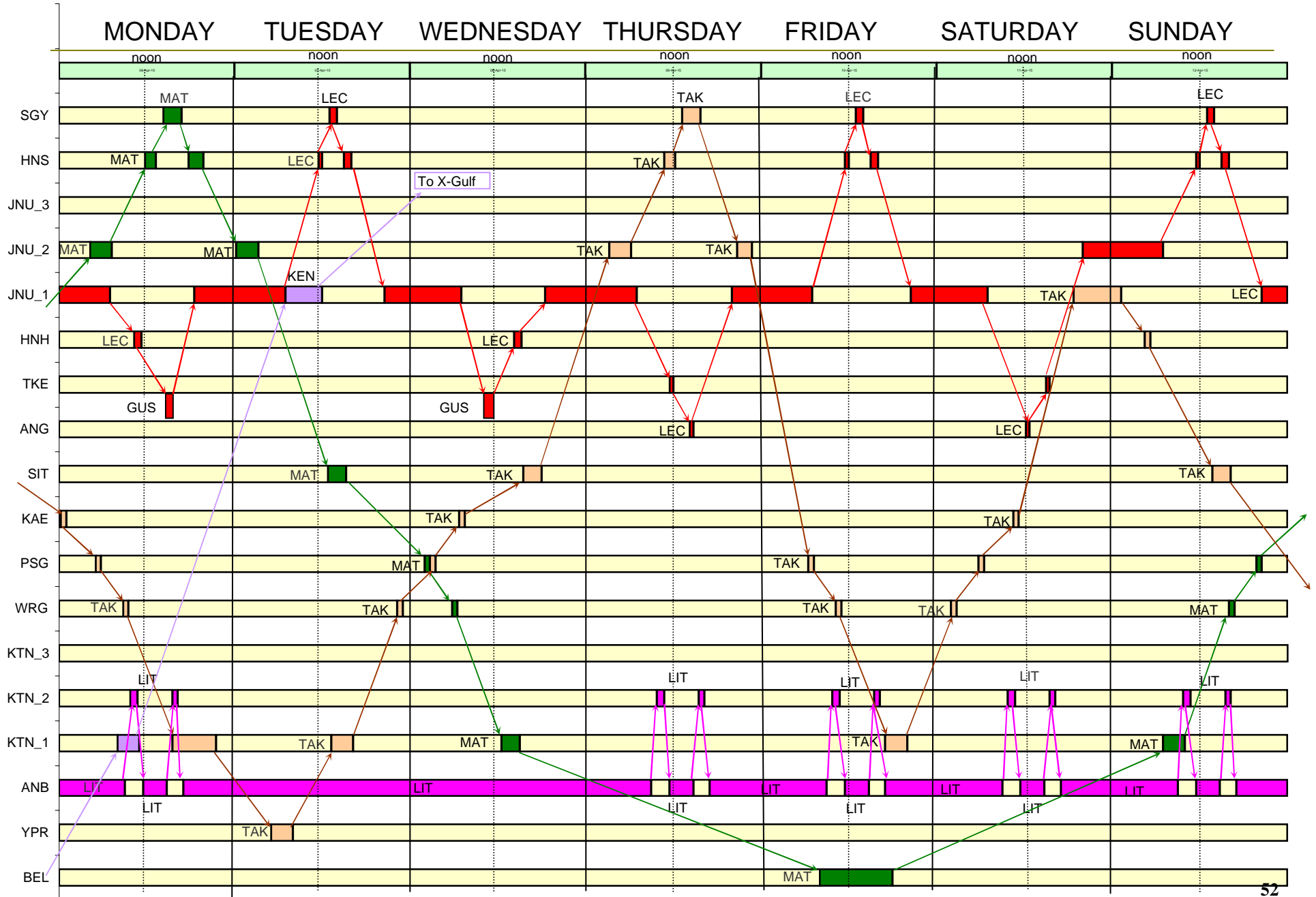


DRAFT

Winter 2014-15 SE Mar-Apr

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Revised 03-18-2014



2014-2015 F/W/S SOUTHEAST COMMUNITY EVENTS

rev3-18-14

OCTOBER

ANB/ANS Grand Camp Convention	PSG	Oct 8-11
Octoberfest Celebration		All month
Alaska Day Celebration	SIT	Oct 11-18
Annual Bridge Club Tournament		
Region V Honor Festival		

NOVEMBER

Bald Eagle Festival	HNS	Nov 12-16
Juneau Public Market	JNU	Nov 28-30
Whale Fest	SIT	Nov 6-9
Volleyball 3A/4A		
Region V Swim/Dive		

DECEMBER

Victorian Yuletide Celebration	SGY	
Wrestling 2A 3A/3A/4A		
Clarke Cochrane Christmas Classic	KTN	Dec 29-31

JANUARY

Legislature Reconvenes	JNU	Jan-14
Alcan 200 Snowmachine Race	HNS	Jan 16-17
Edgumbe Invitational	SIT	

FEBRUARY

Dick Hotch Basketball Tourney	HNS	Feb 12-15
Sitka Jazz Fest	SIT	Feb 5-7

MARCH

ArtiGras	SIT	Mar 7-13
1A Basketball Tourney		
2A/3A/4A Basketball Tourney		
Buckwheat Ski Classic	SGY	Mar-14
Gold Medal Basketball Tourney	JNU	Mar 15-21
Spring Break Smithers	YPR	

APRIL

Alaska State Folk Festival	JNU	Apr 6-12
High School Music Festival		
Stikine River Birding Festival	WRG	Apr 3- May 3
Art Festival		
Legislature session ends	JNU	Apr-14

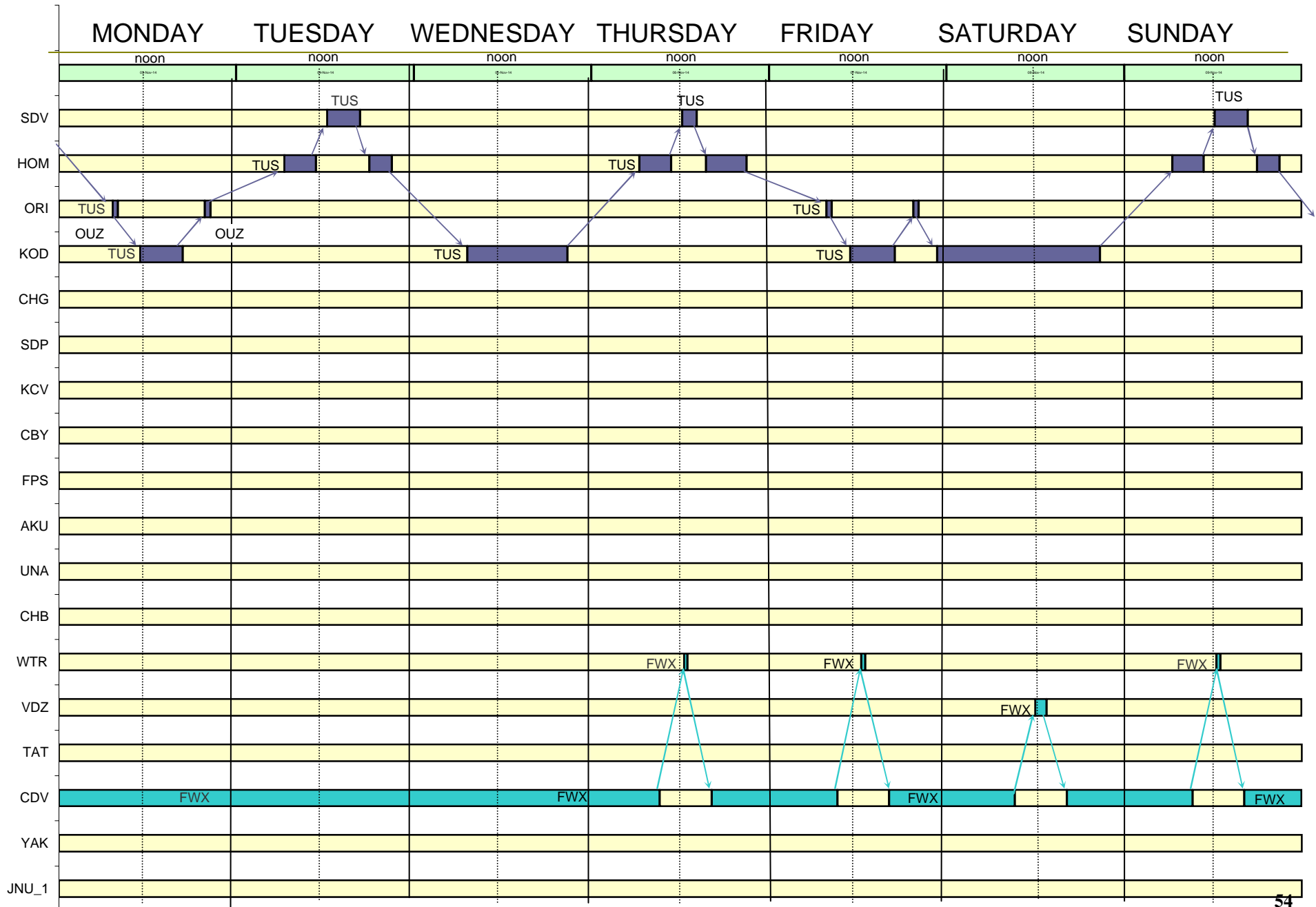
Please review the above Community Calendar of Events and comment on any events that are missed for your community. Schedule patterns may be changed if warranted to be able to provide service to/from the events.

DRAFT

Winter 2014-15 SW-PWS Oct-Feb Wk 1 & 3

DRAFT

Revised 03-18-2014

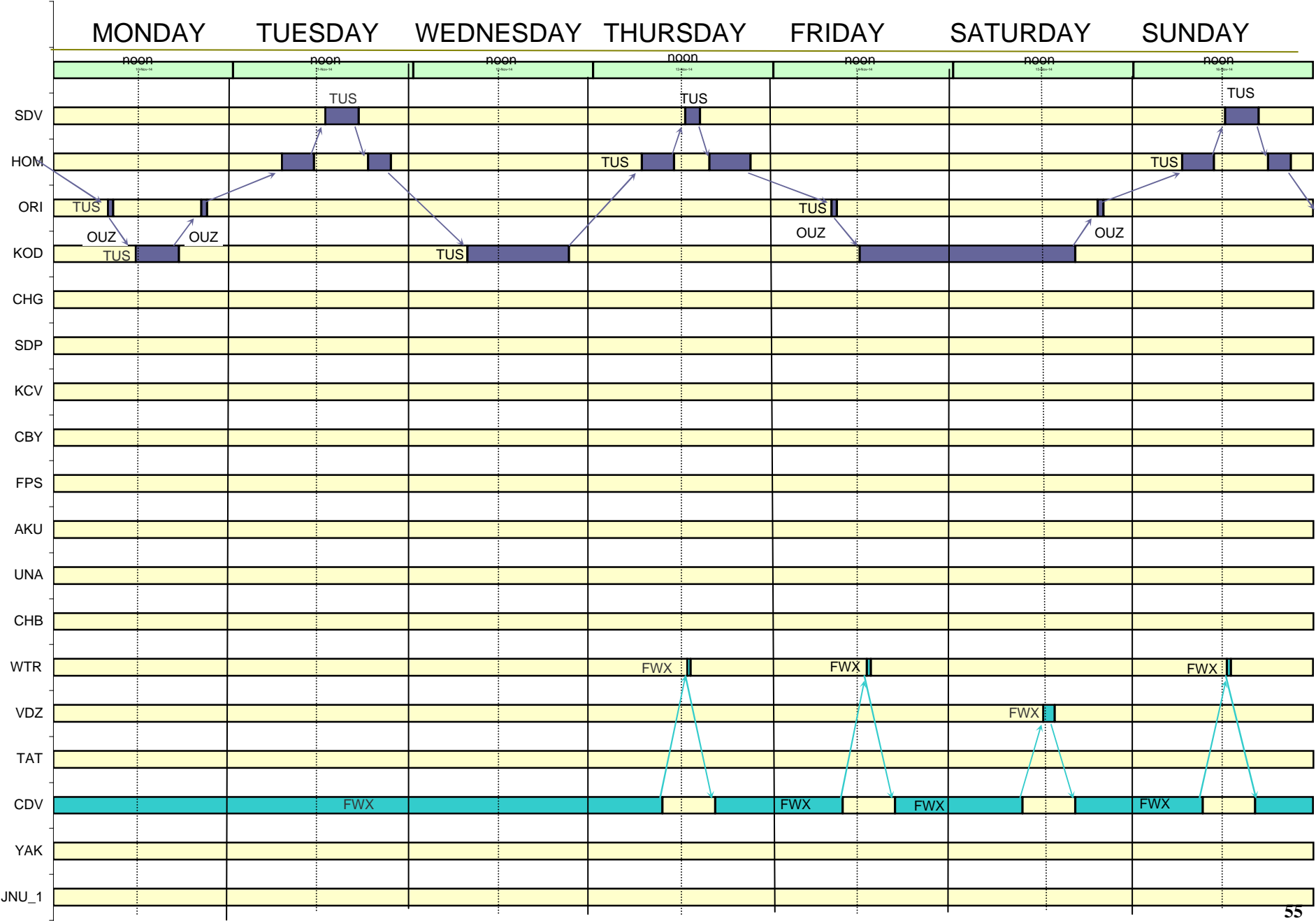


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Winter 2014-15 SW-PWS Oct-Feb Wk 2&4

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Revised 03-18-2014

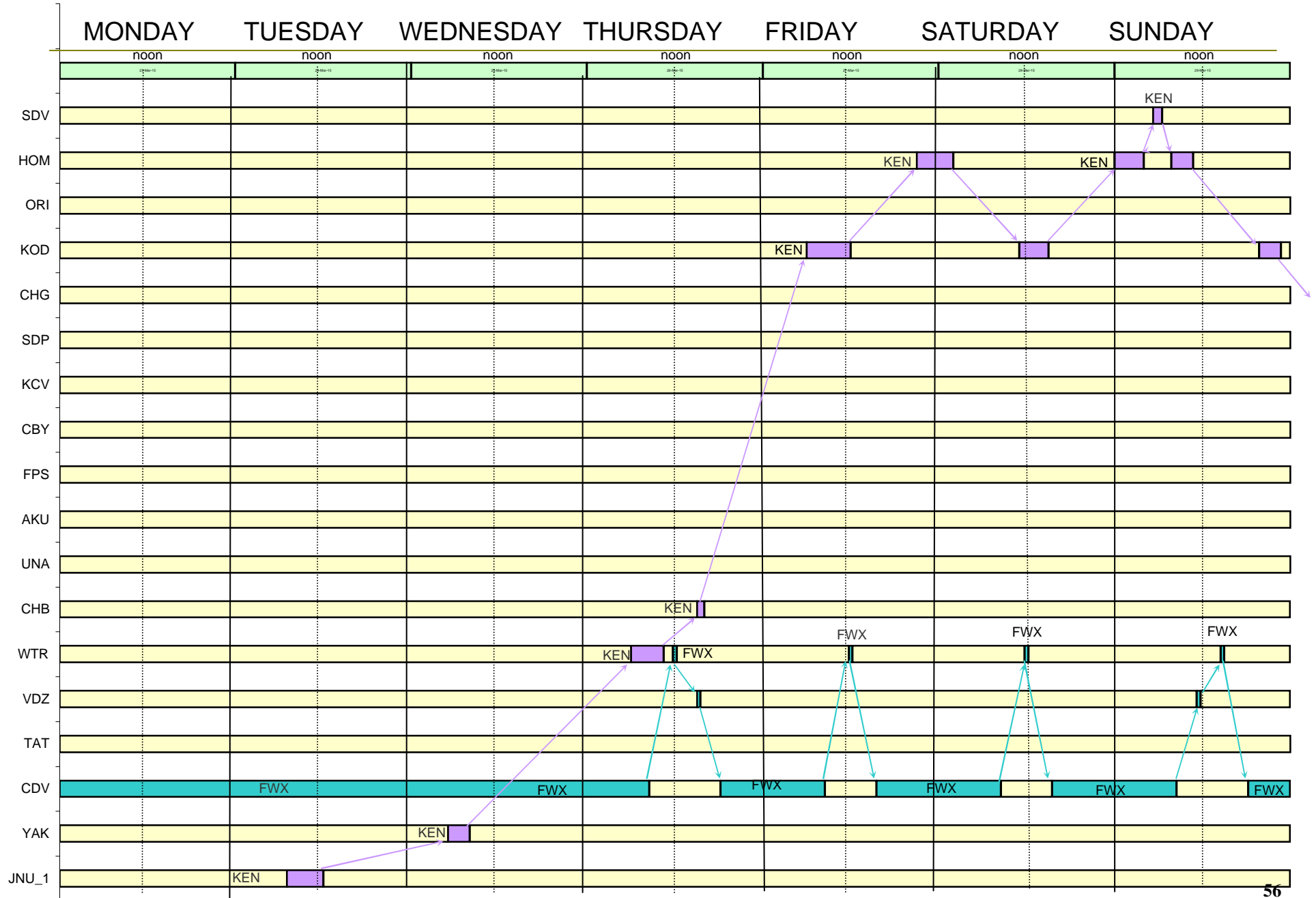


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SW-PWS MAR-mid APR WK 1 & 3

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Revised 03-18-2014

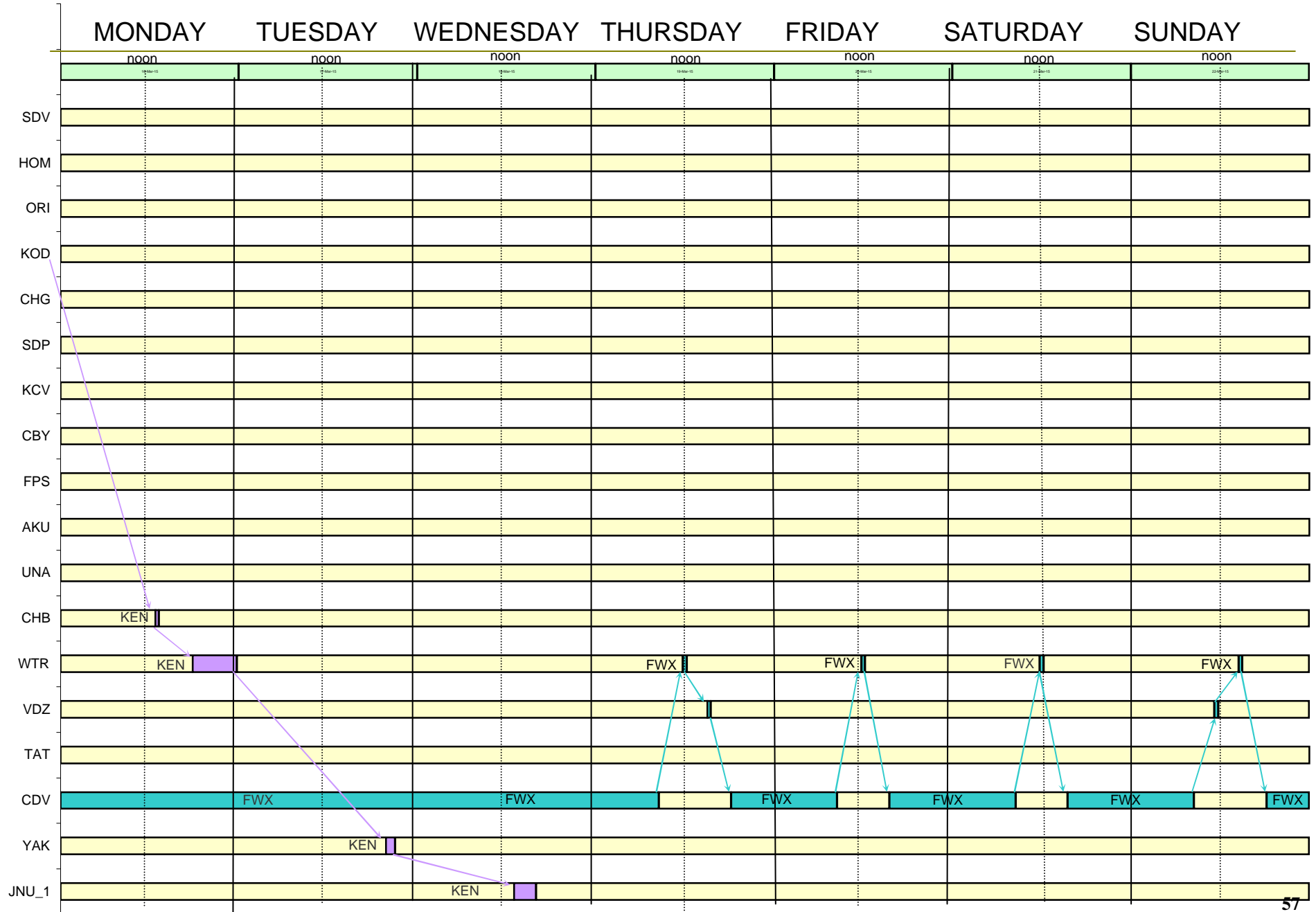


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SW-PWS MAR- mid APR WK 2 & 4

DRAFT

Revised 03-18-2014



2014-2015 F/W/S SOUTHWEST COMMUNITY EVENTS

rev 3-18-14

OCTOBER

Valdez Museum Road House Dinnner	VDZ	4-Oct
Kachemak Heritage Land Trust Auction	HOM	18-Oct

NOVEMBER

Sobriety Celebration	CDV
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DECEMBER

Nutcracker Faire	HOM	Dec 6-7
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JANUARY

FEBRUARY

Iceworm Festival	CDV	Feb 2-8
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MARCH

APRIL

Please review the above Community Calendar of Events and comment on any events that are missed for your community. Schedule patterns may be changed if warranted to be able to provide service to/from the events.

A MEMO FROM SUSAN BOURGEOIS, CMC, CITY CLERK

DATE: March 24, 2014
TO: Mayor and City Council
SUBJECT: Ordinance 1115

At the March 19 Regular Meeting there was lengthy Council discussion regarding the Council seats on the City Boards and Commissions. This is a suggested ordinance change that might clarify the way we have been approaching it in the past and what appeared to be the way most of the Council members were interested in continuing that practice.

Required action: Majority voice vote on first reading.

CITY OF CORDOVA, ALASKA
ORDINANCE 1115

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING SECTIONS 3.40.020 ENTITLED “PLANNING COMMISSION CREATED-
MEMBERSHIP,” 4.20.050 ENTITLED “PLANNING COMMISSION-MEMBERS’ TERMS OF
OFFICE,” 3.52.020 ENTITLED “ADVISORY PARKS AND RECREATION COMMISSION”
AND 11.08.020 ENTITLED “HARBOR COMMISSION” TO CLARIFY AND MAKE
CONSISTENT COUNCIL MEMBER DESIGNATION FOR SERVICE ON CITY
COMMISSIONS**

WHEREAS, City Council members are designated as members on City of Cordova, Alaska (“City”) commissions during their service on City Council; and

WHEREAS, it is in the City’s best interest to provide clear appointment methods and terms for Council members serving on such commissions; and

WHEREAS, the method of appointing Council members to commissions should be consistent for all commissions;

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

Section 1. Chapter 3.40.020 is hereby amended to read as follows:

3.40.020 Planning commission created – Membership

A. There is created a city planning commission consisting of seven members.

B. Only residents of the city who qualify as municipal voters pursuant to Section 2.12.020 herein shall be entitled to serve on the planning commission. One of the members of the commission shall be designated by the council from its number. Each of the remaining six members shall be nominated by the mayor and confirmed by the council. ~~Each term of membership shall be for three years, and terms of individual members shall be overlapping.~~ **All m**Members shall serve without compensation.

Section 2. Section 3.40.050 is hereby amended to read as follows:

3.40.050 Planning commission—Members' terms of office.

A. Members of the commission, **except the designated Council member**, shall be appointed for three years **and terms of individual members shall be overlapping**; provided, however, that in the first instance one-third thereof shall be appointed for three years, one-third for two years, and one-third for one year.

B. **A council member designated by the council from its number shall be appointed at the first meeting after the time prescribed for the beginning of the terms of the newly elected Council members, or as soon after as practicable and said designee shall serve as a commission member until the next such first meeting unless otherwise determined by council via resolution.**

Section 3. Section 3.52.020 is hereby amended to read as follows:

3.52.020 Advisory parks and recreation commission

A. The advisory parks and recreation commission shall consist of seven members. Only residents of the city who qualify as municipal voters pursuant to Section 2.12.020 of this code shall be entitled to serve on the commission. One of the members of the commission shall be designated by the council

[ADDED LANGUAGE BOLD AND UNDERLINED, REMOVED LANGUAGE STRICKEN OUT]

from its number at the first meeting after the time prescribed for the beginning of the terms of the newly elected Council members, or as soon after as practicable and said designee shall serve as a commission member until the next such first meeting unless otherwise determined by council via resolution. Each of the remaining six members shall be nominated by the mayor and confirmed by the council. Members shall serve without compensation.

B. Ex Officio Members. The mayor, the city manager, the public works director, parks and recreation director and the planning director shall be ex officio members of the commission, and shall have the privilege of the floor, but no right to vote.

C. Terms of Office. Members of the commission, except as otherwise provided in this chapter, shall be appointed for three year terms; provided however, that in the first instance two members be appointed for three years, two members for two years and one member for one year.

D. Filling of Vacancies. Appointments to fill vacancies shall be for the unexpired term of the vacated position.

Section 4. Section 11.08.020 is hereby amended to read as follows:

11.08.20 Harbor Commission

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

B. Only residents of the City who qualify as municipal voters pursuant to Section 2.08.010 of this code shall be entitled to serve on the harbor commission. One of the members of the commission shall be designated by the council from its number at the first meeting after the time prescribed for the beginning of the terms of the newly elected Council members, or as soon after as practicable and said designee shall serve as a commission member until the next such first meeting unless otherwise determined by council via resolution. Each of the remaining four members shall be nominated by the mayor and confirmed by the council.

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

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

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

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

[ADDED LANGUAGE BOLD AND UNDERLINED, REMOVED LANGUAGE STRICKEN OUT]

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

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

Section 5. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, and published within ten (10) days after its passage.

1st reading: April 2, 2014
2nd reading and public hearing: April 16, 2014

PASSED AND APPROVED THIS 16th DAY OF APRIL, 2014

James Kacsh, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk

[ADDED LANGUAGE BOLD AND UNDERLINED, REMOVED LANGUAGE STRICKEN OUT]



CORDOVA SCHOOL DISTRICT

PO Box 1330 * 675 Second Street
Cordova, Alaska 99574
(907) 424-3265 * FAX (907) 424-3271

March 26, 2014

To: City Council, City of Cordova
From: Theresa Keel, Superintendent of Schools, Cordova, AK
CC: Verna Reedy, Randy Robertson, Jon Stavig, CSD Board of Trustees

Council Persons,

During the 2013-2014 school year, Cordova School District has spent \$73,996.67 on student computers. We are asking for capital funds to pay for student computers for the 2013-2014 school year.

I look forward to hearing from you in regards to these requests and thank you.

Sincerely,

A handwritten signature in cursive script that reads "Theresa Keel".

Theresa Keel
Superintendent of Schools

**CITY OF CORDOVA, ALASKA
RESOLUTION 04-14-19**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING AMENDMENT TO THE FY14 BUDGET AND AUTHORIZING THE
TRANSFER OF \$73,996.67 TO THE CORDOVA SCHOOL DISTRICT FOR THE
PURPOSE OF PURCHASING 60 STUDENT COMPUTERS, TO BE RECORDED IN
THE CITY'S BUDGET ACCOUNT # 101-902-57004, SCHOOL CAPITAL PROJECTS**

WHEREAS, the City Council of the City of Cordova, Alaska has adopted the City Operating Budget and appropriated funds for FY 14 for the period of January 1, 2014 to December 31, 2014; and

WHEREAS, the funds will be transferred to Line # 101-902-57004 to fund the purchase of 60 student computers for the 2013-2014 School District Year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cordova, Alaska, that the amendment of the FY14 Budget and authorizing the transfer of \$73,996.67 to the Cordova School District for the purpose of purchasing 60 student computers, to be recorded in the City's budget account # 101-902-57004, School Capital Projects.

PASSED AND APPROVED THIS 2nd DAY OF APRIL, 2014

James Kacsh, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk

A MEMO FROM SUSAN BOURGEOIS, CMC, CITY CLERK

DATE: March 26, 2014

TO: Mayor and City Council

SUBJECT: City Council Representative to P&Z Commission

Council designated members to three of the City Boards and Commissions at the 03-19-14 regular meeting. Council did not designate a Council member to the Planning & Zoning Commission.

RECOMMENDED MOTION: Move to designate _____ as Council rep to the Planning and Zoning Commission to serve a one year terms that expire after the 2014 regular election when new Council members are seated.

REQUIRED ACTION: Majority voice vote.

Memorandum

To: Cordova City Council
From: Planning Staff
Date: 3/26/14
Re: Brian Wildrick DBA Harborside Pizza Extension of the Performance Deed of Trust

PART I – GENERAL INFORMATION

File No.: 02-473-144
Requested: Extension of the Performance Deed of Trust
Applicant: Brian Wildrick
PO Box 1606
Cordova, AK 99574
Zoning: Water Front Commercial

PART II – BACKGROUND

7/27/2007 *Brian Wildrick's* proposal for lease with option to purchase was chosen from two applications. It was approved and recommended to Council by the Planning Commission.

8/23/2007 Council passed Resolution 08-07-32 approving a lease with option to purchase.

8/29/2007 Original lease with option to purchase was signed.

12/05/2007 *Brian Wildrick* sent a letter requesting to exercise his option to purchase the property that he was currently leasing.

1/9/2008 *Wildrick's* request to purchase was heard at city council. A motion was made for the City Manager to negotiate a sale of Lot 8, Block 2 to *Wildrick*. A motion to amend the motion to include "and to get a letter of pre-approval from a conventional lending institution prior to sale" was brought forth and passed 7-0.

2/20/2008 Jim Goossens (City Planner at the time) and *Brian Wildrick* were at the city council meeting on 2/20/08. Jim Goossens stated that *Wildrick* was no longer trying to buy the property; he could not get pre-approved financing as required by the City Council at the 1/9/2008 meeting. He would like to request an amendment to his lease so that he could put a mobile pizza kitchen up instead of a building. He asked that the lease with option to purchase be for 5 years, this would allow him to get through the startup phase to improve his chances for financing.

3/17/2008 The second lease with option to purchase was signed with an amendment for a mobile kitchen.

8/27/2009 The amended lease was renewed which was now set to expire on 8/29/2011. Another renewal option for 2 years on 8/30/2011 was written in to the lease.

12/15/2010 Regular Council Meeting - *Brian Wildrick* wrote a letter requesting to exercise his option to purchase the property he is leasing. He also asked that his rent payments be applied toward a down payment. Below are the approved minutes from the December 15, 2010 City Council meeting.

N. NEW & MISCELLANEOUS BUSINESS

27. Brian Wildrick land purchase discussion and direction to staff

Wildrick, 940 Lake Ave, presented to Council the background of past-denied requests of Council to purchase the land. **Wildrick** requested Council consider the request now as they have a thriving business with design plans for a new building that will benefit the community. **Wildrick** requested that Council allow them to purchase the property they currently lease and that the funds previously paid as rent be applied towards the purchase of the land. He stated that this would level the playing field with other properties that have recently been sold next to the one in question as they were allowed to purchase the land outright and not required to lease first. **Kallander** highlighted the City's property sale guidelines and that there would be a Performance Deed of Trust. He asked **Wildrick** if he could perform his plan on a time scale. **Wildrick** stated that he was going to ask for three years but could do it in two if that is what

is required. **Kacsh** stated that Council should vote on the sale and have staff negotiate the details of the sale. **Reggiani** and **Bradford** agreed with **Kacsh**. **Van den Broek** asked about the part of the request to apply the rent payments as a down payment on the purchase. Council suggested to **Wildrick** that he enter into the property sale negotiations and present the second half of the request after the sale of the property has been negotiated. **Wildrick** agreed with the suggestion.

M/Reggiani S/Beedle to direct the City Manager to enter into negotiations with **Brian Wildrick** for the purchase of Lot A Block 2 of the South Fill Subdivision.

Vote on motion: 6 yeas, 0 nays, 1 absent (Allison). Motion was approved.

5/4/2011 Regular City Council Meeting - **Mark Lynch** (City Manager at the time) addressed his concerns with refunding the lease amount and then his solution if Council chose to move that way (memo from Mark Lynch attached). The approved minutes from the May 4th meeting are below:

16. Harborside Pizza lease payments refund

Lynch introduced the item by reviewing the three options for repayment listed in the proposal from **Brain Wildrick** of Harborside Pizza. **Kallander** asked if a precedent had been set by a previous similar action. **Kacsh** informed Council that Alaska Power had a similar issue and he's sure there had been others. **Kallander** reminded Council that the decision today could be setting a precedent for the future. **Lynch** stated that there used to be a piece of code that allowed for lease repayments that no longer exists. **Kacsh** reminded Council that when Wildrick approached Council about purchasing the property we did not have a system set in place for selling those lots. He was not allowed to purchase, even though that was his intent, he was however, allowed to lease. Harborside Pizza had had many roadblocks along the way, many placed there by the City, and he has worked through them all and turned out a thriving business. **Bradford** agreed with **Kacsh** and reiterated that Harborside Pizza is a victim of the land sales not being set up right. He is concerned with setting a precedent though. **Kacsh** stated that **Wildrick** has had to jump through hoops from day 1. He had an idea, he had a vision, and he did what he needed to do to get the business up off the ground. **Kallander** stated that he thought the reason he couldn't purchase the property was because he didn't have the financing to do it. **Wildrick** reminded Council that the City wanted him to build on the land before they would sell to him but he could not get a loan to build on leased property. **Bradford** stated that other business owners were given the option to purchase just after this incident. **Wildrick** stated he is just asking the City to level the playing field with his neighbors so he can get the building built as quickly as possible. **Kallander** informed **Wildrick** that the standard performance agreement on City sold properties

is two years and asked him if he thought he could get a building up in that time. *Wildrick* responded that he did not. He was hoping for a 5-year performance agreement if the lease payments were refunded or up to a 9-year performance agreement if the payments were not refunded. *Kallander* stated that *Wildrick's* neighbors have signed a 2-year agreement. *Kacsh* stated that every case is unique, and he would like to right some of the wrongs. There have been other properties sold with different performance agreements for different reasons. *Wildrick* was put into a tough spot by Council and a small business owner does not have the same resources as a larger entity does. *Allison* stated that *Wildrick* was given a different kind of lease with different requirements because we didn't have our land disposal process in place yet. So he has no problem giving him a different kind of performance agreement. He is in favor but not sure of the full lease repayment. *Allison* clarified that the City is not refunding Property Tax just the lease payments. He stated that he has no problem giving *Wildrick* a 2 or 3-year performance agreement and he can extend if he needs to as long as some progress is being made. *Bradford* asked if *Wildrick* had plans. *Wildrick* responded that the foundation has been laid and he has architect plans already. *Bradford* stated he liked the suggestion from *Allison* that we give him a 3-year performance agreement and if he needs more time he can come back and ask for it. *Kallander* reminded Council they are considering two things; lease repayments and a performance agreement. *Lynch* told Council the total amount of his lease payments to date is \$21,718.64.

M/Kacsh S/Bradford to approve the refund of \$20,000 to Brian Wildrick contingent on his entering into a performance agreement for purchase.

Vote on motion: 5 yeas, 0 nays, 2 absent (Cheshier, Reggiani). Allison – yes; Bradford – yes; Beedle – yes; van den Broek – yes and Kacsh – yes. Motion was approved.

5/20/2011 Regular City Council meeting- the amendment to provide *Mr. Wildrick* a \$20,000 credit for his lease payments as direct by city council at their May 4, 2011 meeting was passed. The ordinance to sell the property was passed at this meeting. The approved minutes are below.

30. Brian Wildrick (dba Harborside Pizza) lease amendment

Lynch explained that per the lawyer's direction, in order to accomplish the Council direction to him for *Mr. Wildrick*, this lease amendment must be passed by Council.

M/Kacsh S/Bradford to approve the first amendment to the amended and restated lease for Brian Wildrick of Harborside Pizza.

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

27. Ordinance 1080

An ordinance of the City Council of the City of Cordova, Alaska, authorizing the conveyance to Brian Wildrick of Lot Eight (8), Block Two (2) South Fill Development Park

M/Bradford S/Kacsh to approve Ordinance 1080, an ordinance of the City Council of the City of Cordova, Alaska, authorizing the conveyance to Brian Wildrick of Lot Eight (8), Block Two (2) South Fill Development Park

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

6/1/2011 Public Hearing and Regular City Council meeting - the ordinance was voted on and passed at the regular meeting and there were no comments at the public hearing.

G. APPROVAL OF CONSENT CALENDAR

Mayor Kallander informed Council that the Consent Calendar was before them.

4. Record excused absence of Council member van den Broek from the 05-20-11 Regular Meeting

5. Ordinance 1080 An ordinance of the City Council of the City of Cordova, Alaska, authorizing the conveyance to Brian Wildrick of Lot Eight (8), Block Two (2) South Fill Development Park – 2nd reading

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

- 1/21/14** A letter was received from Mr. Wildrick asking to activate the extension of his performance deed of trust. The first two pages of the performance deed of trust are included. I highlighted the sections referring to timeframes of performance deed of trust and the criteria to extend the performance deed of trust.
- 2/5/14** Council directed the City Manager to enter into negotiations with Harborside Pizza for a conditional extension on their performance deed of trust ensuring that Council would hear from them within 60 days on their plans to proceed with their development.

PART III – STAFF RECOMMENDATION

Staff recommend that the City Council extend the term of the performance deed of trust.

PART VI – SUGGESTED MOTION

“I move to extend the term of the performance deed of trust for Brian Wildrick dba Harborside Pizza for an additional two years.”



March 26, 2014

Harborside Pizza
PO Box 1606
Cordova, AK 99574
harborsidepizza@gmail.com

Randy Robertson, City Manager
Cordova City Council
City of Cordova
PO Box 1210
Cordova, AK 99574

Re: Harborside Pizza Performance Deed of Trust extension request

Dear Mr. Robertson and Council Members,

Per your request at the February 7, 2014 Council meeting, we are submitting the attached proposed timeline for the two-year extension we are seeking for our Harborside Pizza development project. This extension will provide us the operating time we require to save the cash reserves needed for construction contingency, expenses while our business is closed during construction, and reopening costs.

In recent weeks we have had multiple meetings with loan specialists from First National Bank Alaska (FNBA) and Evergreen Business Capital, which facilitates the U.S. Small Business Administration (SBA) 504 loan program. Letters are attached from Jaysen Katasse and Barbara Gill, with whom we have discussed in detail our project costs, and personal and business finances.

We appreciate your consideration of our extension request, and ask for your continued support so that we can move forward with financing and completing our project. Please do not hesitate to contact us if you have any questions.

Thank you,

Brian Wildrick and Lindsay Butters
Harborside Pizza

Harborside Pizza: Performance Deed of Trust extension request: proposed timeline & benchmarks
25 March 2014

Recent Progress and Next Steps

February-March 2014

- established credit files with FNBA and SBA; meetings with both re: pre-approval for construction loan, eligibility of previous investments to count towards down payment, and cash needed to submit loan application
- collected fee proposals (construction, fire suppression, kitchen equipment ect.)
- interviewed by associate editor of Pizza Today magazine; will be featured in Pizza Today "Conversation" section
- set up video interview with PMQ Pizza Magazine; will be featured in Pizza 360, an online talk show
- set up tentative filming dates with PSG Films for production of television piece for Travel Channel

April 2014

- continued correspondence with FNBA and SBA re: project costs and down payment/contingency funds
- meetings with contractor(s) and restaurant equipment supplier(s) to obtain documentation of project costs necessary for SBA 504 and construction loan applications

April-August 2014

- operate, save money, repeat.
- based on our finances and business revenues, we estimate that we will have the necessary cash by the end of August, and will submit full loan applications to FNBA and SBA at that time

*Extension would commence late August 2014 and end August 2016

Extension Timeline (Plan A)

September-October 2014-loan processing, estimated to take at least 2 months to close

November 2014-March 2015

- apply for City building permit and site plan review and/or update to City re: project status
- provide drawings of kitchen hood and fire suppression system to state Fire Marshal
- Fire & Life Safety review (only if changes are made to plans which approved, see attached letter)
- logistics coordination with contractor for March start construction date

March-June 2015

- business closed for construction, scheduled to be complete by the end of June 2015
- obtain occupancy permit from Fire Marshal

July 2015-Pizza for the People!

After that-work with City re: completion of Performance Deed of Trust requirements.

PLAN B

If, come fall 2014 we do not have the resources we need to obtain the loan, our Plan B is to operate another season and save until we do, which (unless something completely unforeseen occurs) should take not more than one more year.

October 2014-August 2015: operate, save, repeat.

September-October 2015: loan application and processing

November 2015-March 2016

- update to City re: project status
- coordinate with contractor; apply for City building permit/site plan review,
- provide drawings of kitchen hood and fire suppression system to state Fire Marshal; Fire & Life Safety review

March-June 2016: construction complete by the end of June 2016, obtain occupancy permit from Fire Marshal

July 2016: Pizza for the People!

August 2016: work with City re: completion of Performance Deed of Trust requirements.



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

Department of Public Safety

DIVISION OF FIRE AND LIFE SAFETY
Life Safety Inspections Bureau - Juneau

2760 Sherwood Lane, Suite 2-B
Juneau, Alaska 99801-8545
Main: 907.465.4331
Fax: 907.465.5521

January 03, 2014

Diane Mead
Architects Alaska
900 W. 5th Ave, Suite 403
Anchorage, AK 99501

SUBJECT: Harborside Pizza - Full Plan Review
CITY: Cordova
PLAN REVIEW: 2013June1106
TYPE OF CONSTRUCTION: VB
OCCUPANCY: A-2
2009 INTERNATIONAL BUILDING AND FIRE CODE

Dear Diane Mead:

Plans for the subject facility have been reviewed by this office for conformity with the State Fire Safety Regulations and are hereby approved. Shop drawings for the kitchen hood and fire suppression must be submitted for review and approval within ninety (90) days and prior to the installation starting on the system.

It is prohibited to occupy this building until construction is completed and the Kitchen Hood and FSS is installed, tested, and certified as operable. Any changes to the approved plans must be submitted to this office for review and approval.

Enclosed is a certificate of approval that must be posted on the premises until completion of the above facility.

Approval of submitted plans is not approval of omissions or oversights by this office or noncompliance with any applicable regulations of the municipal government. The plans have not been reviewed for compliance with the federal Americans with Disabilities Act or structural requirements.

It must be understood that the inclusion of and compliance with State Fire Safety Regulations does not preclude the necessity of compliance with the requirements of local codes and ordinances.

If we can be of further assistance in this matter, please feel free to contact us at the address above.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Plumb", with a long, sweeping horizontal line extending to the right.

Robert Plumb
Deputy Fire Marshal

Enclosure: Approval Certificate

cc: Cordova Building and Fire Officials

State of Alaska
Office of the State Fire Marshal
Plan Review

This is to certify that the plans for this building were reviewed by the *State Fire Marshal* on January 3, 2014 for conformance with AS 18.70.010 -- 100; 13 AAC 50.027.

This certificate shall be posted in a conspicuous place on the premises named **Harborside Pizza** and shall remain posted until construction is completed.

NOTICE: Any changes or modifications to the approved plans **must** be resubmitted for review by the *State Fire Marshal*.

Plan Review # **2013 June 1106**

By: 

Authority: AS 18.70.080
Form: 12-741
(6/01)

Robert Plumb
Deputy Fire Marshal

Kitchen Hood & Fire Suppression System Plans Due



EVERGREEN BUSINESS CAPITAL

Bringing more than bricks and mortar

March 25, 2014

Cordova City Council

PO box 1210

Cordova AK 99574

Re: Harborside Pizza Performance Deed of Trust"

To Whom It May Concern,

I am writing to confirm that Harborside Pizza is in the process of applying for a loan under the Small Business Administration's 504 Loan Program. They are eligible for consideration for this program by meeting the Public Policy Goal of Assisting Businesses in Rural Areas. Their time in business and the type of building are eligible for a low down payment, which we view as important for the preservation of working capital in an expanding business. Their project has the strength of being an established business and their investment in the property to this point will be able to qualify as their down payment.

Their commitment to this project over the years has been evident. We want to assist them with taking their business to the next logical level, which is to build a building that is suitable for their growth plans.

I am unable to process their loan request further without knowing that an extension will be granted by the City. I am hopeful that the extension will be granted and that we will be able to move ahead with their financing request.

Sincerely,

Barbara Gill

Vice President

Evergreen Business Capital



First National Bank
A L A S K A

March 26, 2014

Re: Harborside Pizza

To whom it may concern:

Lindsay Butters and Brian Wildreck, owners of Harborside Pizza in Cordova, AK have submitted an application for review to First National Bank Alaska, and we are in the process of making a credit decision.

The bank is interested in looking at this deal; however, approval is subject to a final bid, SBA participation and a satisfactory appraisal.

If you have any further questions, please feel free to contact me.

Sincerely,

Jaysen Katasse, Assistant Vice President (NMLS# 611968)

Juneau Branch Manager

First National Bank Alaska (NMLS# 640297)

907-586-5405 voice

907-586-5426 fax

jkatasse@fnbalaska.com

Pending agenda:

Reschedule the canceled work sessions of March 26, 2014:

- 1) **Joint with School Board** and
- 2) **Council Budget Work session**

Capital Priorities List Meeting **June 4, 2014; Sep 3, 2014; Dec 3, 2014; Mar 4, 2015**

HSB Quarterly regular meetings **Apr 2, 2014; July 2, 2014; Oct 1, 2014; Jan 7, 2015**

Staff quarterly reports in packets: ~~Apr 16, 2014~~ – **May 2, 2014; July 16, 2014; Oct 15, 2014; Jan 21, 2014**

Performance Deeds of Trust: discussion/decision regarding changing these and/or finding a different method of security when selling City property

Letter of support from Council regarding an Exxon reopener to be on a future agenda, later in April, 2014.

Committees:

Cordova Center Committee: Tim Joyce, Sylvia Lange, Randy Robertson, Kristin Carpenter, Native Village of Eyak Representative, Chamber of Commerce Representative, Business Community Representative, PWSSC Representative, Stage of the Tides Representative.

Fisheries Advisory Committee: David Reggiani, PWSAC; Ken Roemhildt, Seafood Sales; Jim Holley, AML; Torie Baker, Marine Advisory Program Coordinator; John Bocci; and Jeremy Botz, ADF&G

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

Calendars:

3 months of calendars are attached hereto
Apr 2014; May 2014; June 2014

April 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library		1	2 HSB time tba 6:45 pub hrg LMR 7:00 reg mtg LMR	3	4 Clerk out on vacation	5
6	7	8 6:30 P&Z LMR	9 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	10	11 Clerk out on vacation	12
13	14 CSD—spring break	15 CSD—spring break	16 CSD—spring break 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	17 CSD—spring break	18 CSD—spring break Clerk out on vacation	19
20 Easter Sunday	21 BOE Hearing 7pm	22	23	24	25	26
27	28	29	30			Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library

May 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library				<i>1</i> Clerk out on vacation	<i>2</i> Clerk out on vacation	<i>3</i>
<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i> 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	<i>8</i>	<i>9</i>	<i>10</i>
<i>11</i>	<i>12</i>	<i>13</i> 6:30 P&Z LMR	<i>14</i> 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	<i>15</i>	<i>16</i>	<i>17</i> CHS Graduation
<i>18</i>	<i>19</i>	<i>20</i>	<i>21</i> 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	<i>22</i>	<i>23</i>	<i>24</i>
<i>25</i>	<i>26</i> Memorial Day City Hall Offices Closed	<i>27</i>	<i>28</i>	<i>29</i> Clerk out on vacation	<i>30</i> Clerk out on vacation	<i>31</i>

June 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Clerk out on vacation	3	4 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	5	6	7
8	9	10 6:30 P&Z LMR	11 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	12	13	14
15	16	17	18 6:45 pub hrg (maybe) LMR 7:00 reg mtg LMR	19	20	21
22	23	24	25	26	27	28
29	30					Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library