

Mayor

Clay Koplin

Council Members

James Burton

Kenneth Jones

Jeff Guard

Melina Meyer

Anne Schaefer

David Allison

James Wiese

City Manager

Alan Lanning

City Clerk

Susan Bourgeois

Deputy Clerk

Tina Hammer

Student Council

Olivia Carroll

Regular City Council Meeting
May 2, 2018 @ 7:00 pm
Cordova Center Community Rooms
Agenda



A. Call to order

B. Invocation and pledge of allegiance

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

C. Roll call

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

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

E. Disclosures of Conflicts of Interest

F. Communications by and Petitions from Visitors

1. Guest Speakers

2. Audience comments regarding agenda items..... (3 minutes per speaker)

3. Chairpersons and Representatives of Boards and Commissions (CCMCABoD, School Board)

4. Student Council Representative Report

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

5. Council approval of use permit to except alcohol for Arts & Pageants for Salmon Jam..... (page 1)

6. Record excused absence of Council member *James Burton* from the April 18, 2018 regular meeting

H. Approval of Minutes..... (voice vote)

7. Minutes of the April 4, 2018 Council Regular Meeting..... (page 6)

I. Consideration of Bids

J. Reports of Officers

8. Mayor's Report..... (page 9)

9. Manager's Report

10. City Clerk's Report

11. Staff Quarterly Reports – 1Q 2018

a. Cordova Police Department, *Mike Hicks*, Chief of Police..... (page 10)

b. Information Services Department, *Cathy Sherman*, Director..... (page 12)

c. Public Works Department, *Rich Rogers*, PE, Director..... (page 19)

d. Cordova Center, *Cathy Sherman*, Info Services Director..... (page 20)

K. Correspondence

12. DoT Director's Quarterly, Spring 2018 Southcoast Region..... (page 22)

13. 04-13-18 Mayor letter supporting Jones Act waiver to support UnCruise..... (page 24)

14. 04-17-18 W. Ranney email and letter re Crater Lake water & power project..... (page 25)

15. 04-20-18 Mayor letter supporting HB's 76 & 128 re mariculture..... (page 27)

L. Ordinances and Resolutions

16. Resolution 05-18-11..... (voice vote)(page 28)

A resolution of the City Council of the City of Cordova, Alaska, approving the license for a mobile restaurant for Heidi Wiese, dba *Homegrown*

M. Unfinished Business

N. New & Miscellaneous Business

17. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 34)

O. Audience Participation

P. Council Comments

Q. Executive Session

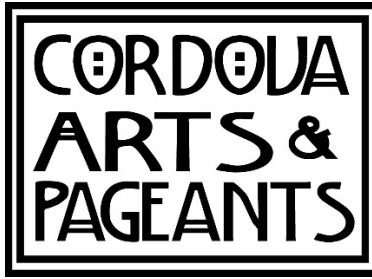
18. Legal update - Beecher matter

R. Adjournment

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

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

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



PO BOX 71, Cordova, Alaska 99574 www.cdvars.org

Mayor Clay Koplin

April 24, 2018

City Council Members

Cordova Arts and Pageants will be hosting our annual Copper River Salmon Jam!

Cordova Arts and Pageants would like to request an exceptional use permit to City Ordinance 6.12.030 regarding the allowance of alcoholic beverages within a fenced area of the Ski Hill.

We would like to be able to offer both wine and beer at the event on Friday, July 13th from 6 pm to midnight and on Saturday, July 14th from 6 pm to midnight. The Cordova Arts and Pageants board recognizes there will be beer and wine served as a fundraiser for our organization at this event.

This once a year event is the major fund-raiser for the cultural arts programs we offer in Cordova. During the 2017-2018 season, Arts and Pageants has been able to bring in many exciting performers to the new venue of the North Star Theatre including: La Santa Cecilia, The Wardens, The Quebec Sisters and Socks in the Frying Pan. All these performances not only provided live, musical entertainment to the community, but also included outreach for 'Music in the Schools.'

The Salmon Jam event will be manned by Cordova Arts and Pageants volunteers. With your approval we would submit for a one-time event permit from the Alaska Alcohol Control Board.

*"A **Special Events Permit** authorizes a nonprofit fraternal civic or patriotic organization active for at least two years before application and incorporated under AS 10.20 to sell or dispense beer and wine for specific events during a limited period of time. (permit fee - \$50.00 per day)"*

Thank you for considering our request.

Sincerely,

Cordova Arts and Pageants Board

6.12.030 Alcoholic beverages—Consumption in public places.

A. It is unlawful for any person to consume any alcoholic beverage on any public street, alley or highway within the city limits or in or upon the grounds of any city building or property, except as permitted by ordinance, use permit or regulation.

B. It is unlawful for any person to possess any open bottle, can, or other receptacle, containing any alcoholic beverage on any public street, sidewalk or alley within the city limits or in or upon the grounds of any municipal building or property, except as permitted by ordinance, use permit or regulation.

C. The city council is authorized to designate public areas and places within the city limits, in addition to those specified in subsection A and B of this section, in which the consumption of alcoholic beverages or possession of open alcoholic beverage containers is prohibited, and to cause signs to be posted in such areas or places advising members of the public of the prohibition.

(Ord. 835 (part), 1999).

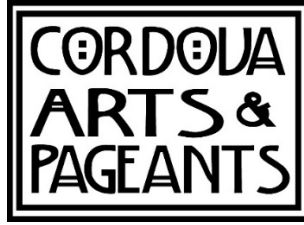
6.12.040 - Exceptions. Modified

A. The city council is authorized by use permit to except any public street, alley, highway, city building or city property from Section 6.12.030.

B. The city manager or his designee is authorized by use permit to except special events at the Cordova Center from Section 6.12.030.

(Ord. 835 (part), 1999).

(Ord. No. 1138, § 1, 11-18-2015)



PO BOX 71, Cordova, Alaska 99574 www.cdvars.org

**A RESOLUTION OF CORDOVA ARTS AND PAGEANTS SUPPORTING THE REQUEST FOR
PERMISSION TO SERVE BEER AND WINE AT THE “SALMON JAM” MUSIC AND ART FESTIVAL AT
THE MT. EYAK SKI AREA ON JULY 13 AND 14, 2018**

WHEREAS, it is Cordova Arts and Pageants’ annual outdoor fundraiser music and art festival “Salmon Jam”; and

WHEREAS, a beer and wine garden is a component of our festival and selling these beverages is a mainstay of our yearly fundraiser that pays for our public concert events and performances throughout the year; and

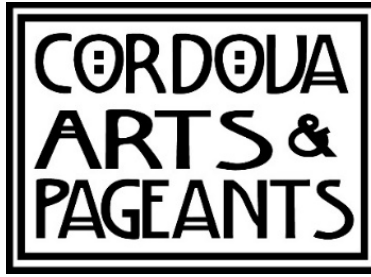
WHEREAS, Cordova Arts and Pageants board would like to serve wine and beer and recognizes we will be selling these alcoholic beverages from 6:00 PM – Midnight on Friday, 6/13/18 and Saturday, 6/14/18; and

WHEREAS, Cordova Arts and Pageants is an all-volunteer Arts Council, the festival will be staffed with volunteers in support of the arts;

NOW, THEREFORE BE IT RESOLVED THAT the board of Cordova Arts and Pageants hereby authorizes and supports pursuing permission from all governing authorities to serve wine and beer at “Salmon Jam” 2018.

ADOPTED BY CORDOVA ARTS AND PAGEANTS THIS 17th DAY OF MARCH, 2018.

President – Paula Payne



PO BOX 71, Cordova, Alaska 99574 www.cdvars.org

Salmon Jam Security Plan

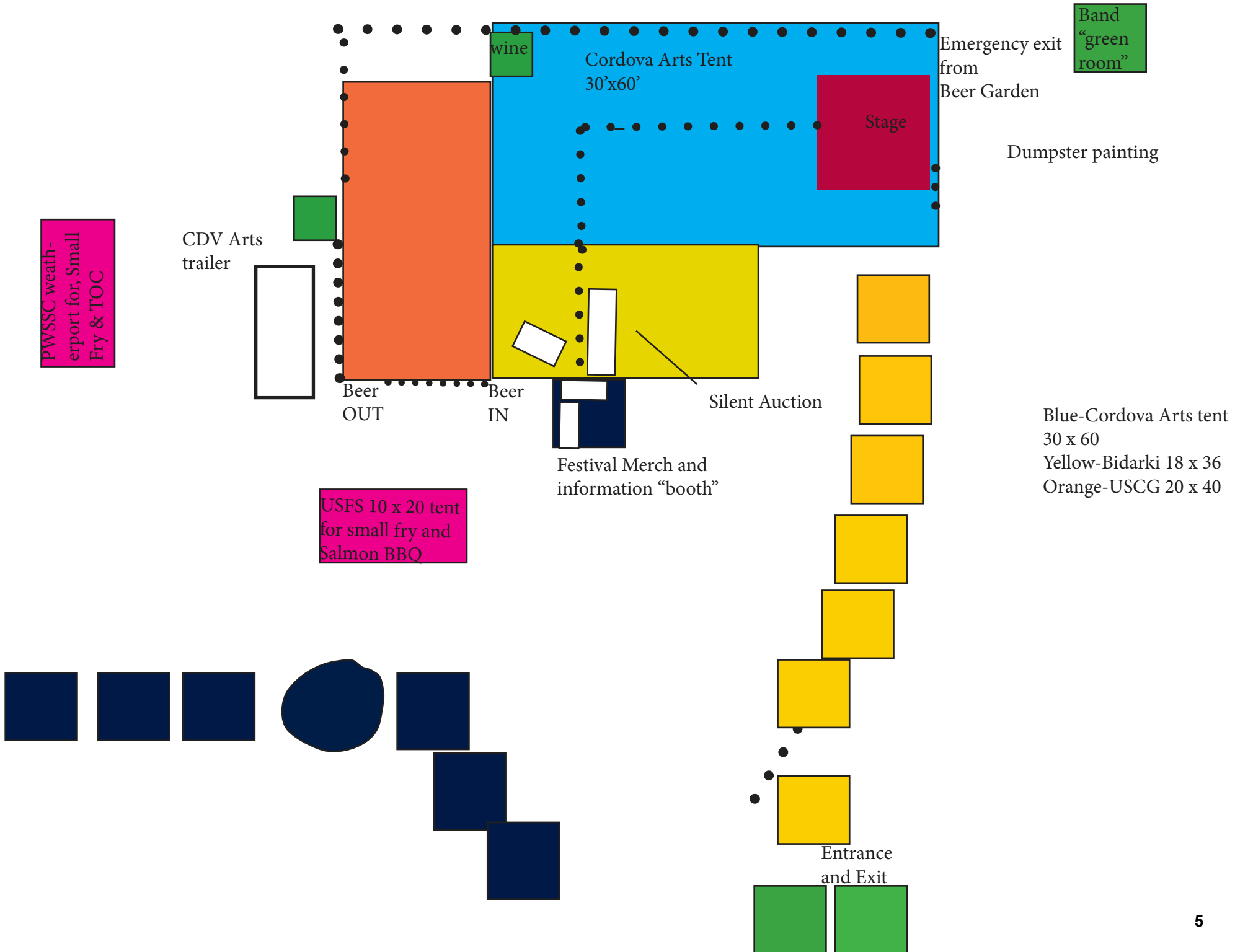
The consumption of alcohol in the Salmon Jam event venue will take place only in the area designated as the 'Beer Garden.' Noted on the layout plan.

Fencing will be in place and will be utilizing a clear fencing material so that occupants are visible but separated from the other areas of the Salmon Jam Festival. We utilize signage and banners directing people and clearly marking the Beer Garden as an '21 and over' area.

There will be one entrance manned by volunteers (three on each shift) who will check ID's and provide administration for the Beer Garden. There will be two exits also manned by one volunteer per shift at each exit.

Volunteers will be clearly identified with both t-shirts and blaze vests. Volunteers will be overseen by the two-person Salmon Jam Beer Garden Coordinator Team the entire time.

We encourage local police to be a presence in or around the beer garden during the festival.



Regular City Council Meeting
April 4, 2018 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplin called the Council regular meeting to order at 7:00 pm on April 4, 2018, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplin led the audience in the Pledge of Allegiance.

C. Roll call

Present for roll call were **Mayor Clay Koplin** and Council members **Ken Jones**, **Melina Meyer**, **Anne Schaefer**, **David Allison** and **James Wiese**. Council member **James Burton** was present via teleconference. Council member **Jeff Guard** was absent. Also present were City Manager **Alan Lanning** and Assistant City Planner **Leif Stavig**.

D. Approval of Regular Agenda

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

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

E. Disclosures of Conflicts of Interest

Schaefer said she has a conflict of interest with agenda item 14 because she is employed by the Prince William Sound Science Center. **Jones** declared a conflict on the same item, said he has a contract with PWSSC. **Mayor Koplin** agreed with both conflicts.

F. Communications by and Petitions from Visitors

1. Guest Speakers - none

2. Audience comments regarding agenda items

Katrina Hoffman 301 South Second Street spoke in support of the passage of item 14.

3. Chairpersons and Representatives of Boards and Commissions – none were present to report

4. Student Council Representative Report – **Olivia Carroll** reported that the kids returned from Close Up in Washington DC, were unable to make it to NY due to weather. In Washington they saw Secretary of Education **Betsy DeVos** and they went to the Alaska Congressional delegation offices. Tomorrow the music program goes to Hawaii to compete, then to the Aurora musical festival in Anchorage at Grace Christian. Future Problem Solvers head to Fairbanks to compete and try to earn a spot at internationals later in the year. Each of these programs thanks the community for its support to make these trips possible.

G. Approval of Consent Calendar

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

5. Record excused absence of Council member **Ken Jones** from the March 21, 2018 regular meeting

Vote on the consent calendar: 6 yeas, 0 nays, 1 absent. Wiese-yes; Jones-yes; Meyer-yes; Schaefer-yes; Allison-yes; Burton-yes and Guard-absent. Consent Calendar was approved.

H. Approval of Minutes

M/Allison S/Wiese to approve the minutes.

6. Minutes of the February 21, 2018 Council Public Hearing

7. Minutes of the February 21, 2018 Council Regular Meeting

8. Minutes of the March 7, 2018 Council Regular Meeting

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

I. Consideration of Bids - none

J. Reports of Officers

9. Mayor's Report – **Mayor Koplin** reported that **Wiese** had asked him about a sea otter initiative that other communities are supporting, an overpopulation issue – he said he'd look into that and get back to Council. Chamber of Commerce is hosting an economic summit here on April 19, he hopes there will be a lot of business to business connections at that event. **Schaefer** asked about a waterfront development town hall that he has mentioned. **Mayor Koplin** said we should discuss that at the Pending Agenda – we should get the public on board in that planning.

10. Manager's Report -City Manager **Alan Lanning** addressed the Science Center ordinance, he called this engaging in a partnership for the long-term benefit to the community, there is so much more than just a land sale here. He said this is one of the partnerships that we talk about at strategic planning. He thinks the development agreement is a good example of what we are aiming at achieving. He said we put a date on the right of first refusal for the \$50k and then after that its market value to include improvements.

11. City Clerk's Report - no report, Clerk unavailable due to a recent injury.

K. Correspondence

12. 03-14-18 Letter from Trident Seafoods re support for land sale to PWSSC

13. 03-14-18 Letter from NVE re support for land sale to PWSSC

L. Ordinances and Resolutions

14. Ordinance 1168 An ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale and conveyance of A.S.L.S. 2001-5 according to the Plat number 2006-9 to the Prince William Sound Science and Technology Institute, for \$50,000 - 2nd reading

M/Allison S/Meyer to adopt Ordinance 1168 an ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale and conveyance of A.S.L.S. 2001-5 according to the Plat number 2006-9 to the Prince William Sound Science and Technology Institute, for \$50,000.

Allison supports the ordinance, he also appreciates the comments from the public, he agrees it's worth a whole lot more than \$50,000 and he hopes the Science Center can leverage the full value in their quest for funding for the entire project. The buyback was a concern of his, even though he feels strongly that they will build the project, he feels better now that that has been adjusted. **Meyer** said she echoes those comments and said she agrees the Science Center has been a great partnership for the community and the City. They have been great tenants, to have fixed up the building they rented and leave it in better shape than when they got it. **Burton** said he understands the public comment concerning the "below market value" sale price but believes the deed restrictions make this the perfect property for the Science Center, he offered a possible amendment that would recognize the below market value sale price as an in-kind contribution from the City. **Wiese** asked if there was a performance deed at all that spoke to their projected time-line. **Lanning** said that if we get far enough along, say to 2020 or so and they haven't raised their money yet, maybe that would be a time to start thinking about right of first refusal.

M/Burton S/Allison to amend the ordinance by adding to the fourth whereas, after property: "which serves as an in-kind contribution from the City of Cordova"

Vote on the motion to amend: 4 yeas, 0 nays, 1 absent (Guard), 2 conflicts of interest (Schaefer and Jones). Motion was approved.

Vote on the main motion: 4 yeas, 0 nays, 1 absent, 2 conflicts of interest. Allison-yes; Schaefer-coi; Guard-absent; Meyer-yes; Wiese-yes; Burton-yes and Jones-coi. Motion was approved.

M. Unfinished Business

N. New & Miscellaneous Business

15. Council election of Vice mayor

Burton nominated Council member **David Allison**

Vote on David Allison for Vice Mayor: 6 yeas, 0 nays, 1 absent (Guard). Vote approved.

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

Strategic planning work session added on April 17 at 6 pm. There is a training session on April 18 from 5 - 7 pm, before the regular meeting. April 16 is BOE - if necessary.

Jones mentioned that BoF was in Valdez last winter and normally they like to keep it in region, he's heard that there may be a push to have the next one in Anchorage and he'd like to have us fight for it to be here - this is in 2 and a half years but we should keep it on our radar. **Mayor Koplín** said he'd like to see **Bitney** working on that for us. **Jones** also asked that we start thinking about the secure rural schools retro for 2017 and the payment for 2018, maybe place that on Pending Agenda so we can at some point decide how to budget that. **Schaefer** mentioned that **Mayor Koplín** had talked about a Town Hall for harbor expansion - **Lanning** said he would come up with some dates. **Jones** mentioned summer use of the ski hill.

O. Audience Participation

Alex Russin Superintendent of Schools, said he appreciates the conversation about school needs while talking about the secure rural schools retro funding coming through. He said the gym floor is nearing the end of its life, he is monitoring it daily for the safety of students and the community members that use it. The school has \$75,000 from an insurance claim

ear-marked for that. His interpretation of the bond debt discussion is that that is a community contribution to the schools, not necessarily part of the City's contribution, maybe its semantics.

P. Council Comments

Wiese said he knows some are still concerned about the sale price, but he is very excited to give this to the Science Center. **Jones** thanked everyone for their attendance and input. Strategic work plan is important and we are on track.

Allison thanked Council member **Burton** for attending, he knows the phone isn't easy sometimes. He opined that any debt of the general fund is at the full faith and credit of the community. He thanked council for their confidence in electing him as Vice Mayor and thanked **Leif** for stepping up and assisting, his efforts don't go unnoticed by this Council.

Meyer also said thanks for attending. She is glad that the Science Center has a home in Cordova and hopefully a long term partnership with this community.

Mayor Koplin thanked Council for their attendance, six present really matters he knows that it is a big commitment and there is a lot of preparation involved meeting 2 times a month. Thanks to **Allison** for sitting in as **Vice Mayor**, your experience is invaluable. He thanked **Superintendent Russin** for attending the event with **Representative Stutes** on Saturday, Cordova was extremely well represented there - 30 plus community members representing lots of groups.

Q. Adjournment

M/Allison S/Wiese to adjourn the meeting.

Hearing no objection Mayor Koplin adjourned the meeting at 7:55 pm.

Approved: May 2, 2018

Attest: _____
Susan Bourgeois, CMC, City Clerk

Mayor's Report
4/25/2018
Clay Koplin

I participated in the Council/Boards and Commissioners training with City Counsel Holly Wells. I also participated with the City Council strategic planning workshop.

I attended the community economic summit and noted the good attendance and high interest by Cordova businesses present and future, including a strong interest in Mariculture and Aquaculture opportunities for Cordova and the region. Wanetta Ayers from the Prince William Sound Economic Development District, the ARDOR for this region, facilitated the meetings and presentations along with Cathy Renfeldt, the Cordova Chamber of Commerce executive director and board members who may have assisted.

It was a busy week last week with all of these meetings and events, while the bulk of my time was spent with the Department of Energy and National Laboratory staff in Cordova for a Technical Interchange Meeting on the RADIANCE project to modernize the City grid for a smart grid / smart city future for Cordova. There may be an opportunity to provide cost savings and improved power quality and reliability for the Cordova Community Medical Center as part of this project.

I sent the Council approved letters in support of 60° North Seafood Processing and UnCruise vessel renovation (this packet under correspondence). I also sent a letter to the state legislature support a revolving loan fund and the ability for non-profits to participate in mariculture and aquaculture activities. These two house bills, 76 and 128, are ready for approval by the legislature, and would have to start from scratch if not approved this session.

I had a work-related conflict with the regular council meeting last week, and will have another next week as I participate in energy meetings and follow-up with the Department of Energy in Washington, D.C. next week. I appreciate vice Mayor Allison chairing the meetings.

Have a safe, productive week as we gear up for a great fishing season.

Respectfully,

Mayor Clay



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

CITY OF CORDOVA

Office of Chief of Police

From: Michael Hicks, Chief
To: Mayor and Council
Via: Alan Lanning, City Manager
Subject: 1st Quarter 2018 Police Report
Date: April 9, 2018

PERSONNEL:

We are still running the department short-handed. I have hired two new officers. The first is scheduled to arrive mid-April and the second in mid-May. Both are experienced and should require minimal training to get them up and running. We have one remaining vacancy to fill.

PATROL:

The Cordova Police Department received a total of 442 calls for service during the 1st Quarter of 2018. This is down by 9% from the 483 we had in FY17. Of those 442 calls, 35 were turned into investigative cases resulting in 8 arrests so far. There were 22 citations for moving, equipment, parking, and other violations. 8 warnings were also issued. Investigations for the same period in FY17 were slightly higher (42 vs. 35) and the number of arrests are down slightly. (11 last year, 8 this year).

Dispatch:

All our dispatch team have completed the training required to become certified by participating in online courses we purchased through grant funding at the end of last year. The training and the software that comes with it is designed to aid the dispatcher in giving helpful information to the caller until help arrives. Without an E911 system this information is vital. Eventually when we do have an E911 system this training will only enhance that upgrade.

Dispatcher Devena Whitcomb completed the three-week Municipal Corrections Officer Academy in Palmer, AK in January. She is now certified as a Municipal Corrections Officer as is the rest of our dispatch team.

JAIL:

In January we began an electronic monitoring pilot program of inmates by partnering with the state to lower jail costs and reduce recidivism for offenders. We are working with the State Pretrial Enforcement Division who is supplying the monitoring equipment and training. Since January we have had a total of 6 people on electronic monitoring, 5 of which are still on monitoring for no alcohol consumption. So far, we have had a 100% success rate.

The department made 8 arrest which accounted for 16.5-man days in the jail facility this quarter. Last year we had 11 arrests which accounted for 25-man days in the jail facility.

TRAINING:

Our training and advanced planning paid off in January when we had to evacuate the dispatch center, Police and Fire Departments for a large earthquake and Tsunami warning. Overall the evacuation went smoothly, and we gained new knowledge and found areas we need to improve by performing under actual conditions.

In March I was invited to participate in the State Homeland Security review process in Anchorage. It was very worthwhile and gave me insight that will help improve the competitiveness of the grants we submit in the future.

DMV:

The DMV office had 396 paid transactions this quarter by 667 customer's totaling \$20,351.00. \$8,190.80 of that was the city's share.

PROJECTS / EQUIPMENT:

We are continuing to pursue grant opportunities and are in the process of completing our communications trailer by looking for private and corporate funding. The project has been ongoing within the fire department for several years.

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

Respectfully,

Mike Hicks
Chief

Information Services Department 1st Quarter 2018

Compiled by Cathy Sherman, Debbie Carlson and Jason Gabrielson

Museum:

Visitation: 1,279 Last Year: 1115

- Attendance Attached Separately
- Visitors were from:
 - **Alaska:** Cordova, Anchorage, Palmer, Ketchikan, Valdez
 - **United States:** New York, Massachusetts, South Dakota, Oregon, Texas, Washington, California, Colorado, Arizona, North Carolina, Utah, Ohio, Nevada and Minnesota
 - **International:** Peru; Sao Paulo, Brazil; Torino, Italy; London, UK; Puerto Escondido, Oaxaca, Mexico; Denmark and Australia.

Copper River Gallery Events:

- "Winter White" (Local artists)
- "Iceworm Photo Show"
- "The 150th Anniversary of the Alaska Treaty of Cession"

Programs:

- "Bowling in Cordova" a presentation by Cathy Sherman
- "Our Neighbor - Katalla" a presentation by Cathy Sherman
- "Cape St. Elias Lighthouse" a presentation by Cathy Sherman

Museum Accomplishments:

- **173** Cordova Historical Society members, **75** of whom are life members. **This is an increase of 23 since last quarter.**
- Work continues in the **permanent exhibit** gallery. The cannery exhibits are taking shape as is the Copper River and Northwest Railway gallery and the fishing section. All the museum permanent exhibits are being constructed and created in-house entirely by Curator Denis Keogh and volunteers. Grant funding is covering the expense of the exhibits.
- **Plans are to open the permanent gallery space in May. This will allow visitors to travel through the entire space. Not all areas will be completed, but visitors will be able to see our work as it progresses.**
- The museum had several **volunteers** this quarter whom have donated over 150 hours of time digitizing photos within the collection; working in the archives and assessing the museum as it strives for accreditation.
- School Class Visits:
 - January – Bowling in Cordova with an activity of bowling!
 - February – Cape St. Elias Lighthouse with an activity of making a lighthouse night light!



-More-

Public Information Officer (PIO)

Cordova Conversation E-News:

1st Quarter 2018: 430 Subscribers
31 December 2017: 429 Subscribers
31 December 2016: 384 Subscribers
31 December 2015: 288 Subscribers

- **Press Releases** included:
 - City's participation in Cordova Clean Up (Baler Hours, etc.)
- Completed advertisements for the City of Cordova in newspaper, radio and websites.
- Completed Full page ad for PWS 2018 Visitor Guide (City, Library, Museum) (Attached separately)

Library

Circulation:

Currently Checked Out – 474
Quarter Circulation – 2283
Current Interlibrary Loans – 48
Added – 86 Discarded – 69
Overdues – 293
Lost – 139
Total Materials – 21, 450

Patrons:

Permanent Cardholders: 2172
Temporary Cardholders: 212

*Note: Many summer-only residents maintain permanent library cards.

Visitation: 3858

OWL Grant Award:

The Cordova Public Library applied for an OWL Technology Equipment grant to the Alaska State Library. The grant was prepared and submitted by Jason Gabrielson requesting funding for new larger monitors for the patron use computer stations. **The grant was awarded for \$1,371.67.** The new monitors are installed and in place.

-More-

1st Quarter Statistics – January 1 to March 31, 2018

Date Week ending	Library Weekly Report Statistics				2018 First Quarter		Ref.	Adult	
	Patron Visits	CIRC. Programs	Youth #		Patron cpu-use	Ebooks downloads		Programs	#
1/7/2018	230	121	1	11	60	43	10	1	2
1/14/2018	321	177	2	38	94	52	12	1	16
1/20/2018	295	121	3	31	82	43	8	3	42
1/27/2018	358	200	3	35	106	72	11	2	8
TOTAL JAN.	1204	619	9	115	342	210	41	7	68
2/3/2018	363	198	6	84	106	45	11	4	20
2/10/2018	283	204	3	35	97	50	10	1	8
2/17/2018	298	121	3	36	108	38	12	3	18
2/24/2018	295	162	3	44	263	55	9	1	6
TOTAL FEB.	1239	685	15	199	574	188	42	9	52
3/3/2018	295	246	3	46	108	40	9	4	20
3/10/2018	305	148	3	52	74	49	20	1	2
3/17/2018	240	227	0	0	68	46	14	1	7
3/24/2018	353	179	5	55	108	56	10	2	10
3/31/2018	222	179	3	25	65	63	6	2	10
TOTAL MARCH.	1415	979	14	178	423	254	59	10	49



Information Technology

Compiled by Jason Gabrielson, IT Coordinator

This memo summarizes activities and accomplishments of the Information Services Department (Information Technology) during the first quarter of 2018.

Web Site Traffic

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

Websites

- CMS (Content Management Software) updates for cityofcordova.net are ready to be installed as time permits. Scheduling the time will be crucial to minimize downtime of the site.
- Calendars of events for the North Star Theatre and Copper River Gallery are now live on www.thecordovacenter.com *Update* Calendars have received lots of hits in less than a month's time.
- Council videos for the quarter have 1199 views total with an increase of 19 subscribers.

IT (Network, Systems, Policies)

- Jason researched WiFi and Bluetooth beacons from Go365, a Humana wellness program for users at Bidarki. *Update* The beacon is in place and CSD employees have been using it.
- Jason is working with Arctic IT and Meraki by Cisco to troubleshoot a public WiFi outage on the top floor of the Cordova Center. It appears to be a switch failure but is being tested to confirm. *Update* Jason replaced a switch in the MDF, unfortunately this didn't fix the outage. Cisco did multiple packet captures to narrow down the problem. After a session of packet captures Arctic IT took additional time to look over configurations with more detail and found that the firmware update to the switch had wiped out an ACL (Access Control List) that allowed the traffic to issue patrons IP addresses across the guest VLAN's.
- Jason and Weston worked with GLP (German Light Products) and a GLP dealer Sound Reinforcement Specialists from Fairbanks to troubleshoot some lighting problems in the theatre. *Update* GLP sent back a replacement fixture and it is awaiting install. (manlift is offsite currently)
- A teleworker gateway has been installed at the city shop for future network expansion.
- Computers for the budget cycle have been ordered to replace aging systems. Installs will be scheduled based on availability and travel by Arctic IT.
- A new battery backup was installed for the Police Department server.
- The Library Wifi users for the quarter: 152

-END-

Museum Attendance

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
1981					2483
1982					2928
1983					2618
1984					1973
1985					1414
1986	221	682	1004	209	2116
1987					1677
1988	262	645	1326	345	2578
1989	238	629	1270	374	2511
1990	411	765	1534	415	3125
1991	445	936	1355	308	3044
1992	443	509	1857	705	3514
1993	281	1078	1481	406	3246
1994	608	1255	1726	452	4041
1995	458	882	2067	548	3955
1996	905	1897	2358	741	5901
1997	634	1216	2896	936	5682
1998	1047	4330	6502	906	12,785*
1999	1288	3948	4890	853	10,979*
2000	1076	1562	2931	740	6,309
2001	1185	2484	3777	934	8380
2002	1242	2343	4176	1155	8916
2003	1590	2461	4111	963	9125
2004	1839	3063	4907	1206	11,015
2005	1834	3071	5216	1508	11,629
2006	2355	2953	6,189	1771	13,268
2007	1919	3613	4166	1442	11,140
2008	2092	3210	4919	1476	11,697
2009	1543	2436	3618	1138	8735
2010	1121	1866	2735	1051	6773
2011	1569	2275	3314	862	8020
2012	1268	2128	2329	1068	6783
2013	952	1868	2868	1320	7008
2014	1548	1876	2527	1639	7590
2015	1291	1737	2033	2015	7076
2016	1680	2461	3039	1454	8634
2017	1115	2098	3070	1436	7719
2018	1279				

*Norwegian Cruise Lines

CITY OF Cordova

INCORPORATED 1909



Situated in the southeastern end of Prince William Sound,
the City of Cordova is quickly emerging as one of America's best places to
live, work, play, and visit.



CITYOFCORDOVA.NET • THECORDOVACENTER.COM

Public Works Quarterly Report, 1Q2018

City of Cordova PWD

Jan Feb Mar 2018

Water & Sewer

- Salvaged, retrofitted, and built new Hypochlorite Generator at WWTP
- Operated Eyak Lake Filtration Plant for 29 days due to Winter's low mountain flows
- Installed 150' insulated water supply line beneath USCG dock
- Repaired water leak at Eyak Plant 15" FRP overhead main supply line
- Made 77MG drinking water; treated 16MG wastewater; handled 52CY biosolids per Permits
- Continued plans with ADOT on relocation of 16" DIP water main at New Hippy Cove Culvert
- Daniel Adajar passed the State Certification Examination for Water Treatment Level 1
- Installed several water meters, backflow prevention valves, and an insulated box for Clarifier C12

Streets

- Pushed up burnpile 37 times; graded roads 30 hrs; sanded roads 49 times; processed 12 impounds
- Evacuated major end-items during 23Jan18 earthquake/tsunami threat
- Supported ADOT design of Adams Ave Bid Package
- Swept streets 32 hrs; converted equipment blades/chains from winter tasks
- Overhauled Tigger the 7 ton Rex Roller; ordered 2 tanks asphaltic chip seal emulsion
- Provided 255 manhours assistance (shop + projects) to City Departments
- Modified sanding/snow removal operations adjusting to 3 equipment operators instead of 4

Refuse

- Continued non-baled MSW landfilling, drainage controls, vector control, and litter policing
- Processed 34 loads of MSW, 22 C&D rollofs, and 6 metal rollofs; collected binned recyclables
- Drafted initial design for 2018/2019 Landfill Cap & Bear Fence Bid Package
- Contracted to demo & remove conveyor out of Baler Pit to gain access to Baler for recycling

Planning

- Assisted ADOT in review of Adams Avenue design & plans
- Issued RFP for Avalanche Lots at 5 Mile with proposals due 14May
- Updated the FEMA pre-approved Hazard Mitigation Plan
- Issued 9 building permits
- Completed first review of CEC's Request for Permit to conduct Crater Lake Geotechnical drilling
- Assembled numerous historical finance/construction documents for 10 year old DOE loan/grant
- Started drafting the RFP for Comprehensive Plan Consultant
- Handled/facilitated the PWSSC land sale

Facilities (50% CCMC, 50% Other City)

- Started contract electrical work for CT Scan UPS; the UPS unit arrives 26Apr with ECD 30May
- Corrected previous State & Federal survey findings; all correction plans have been accepted
- Repaired all 9 Cordova Center parking lot lights under factory warranty (18 LED banks)
- Cleaned & adjusted Public Safety Building boilers & installed new burners
- Completed annual fire inspections & repairs at CCMC, Schools, Cordova Center and other bldgs
- Issued RFP for Harbormaster's Used Oil Processing Bldg; rec'd 5 proposals; prepping new RFP

(End of Quarterly Report Summary, RCR, 23Apr18)

Cordova Center 1st Quarter Report 2018

The Cordova Center Management Team consists of: Weston Bennett, Mimi Briggs, Jason Gabrielson, Paula Payne and Cathy Sherman.

- Cordova Center **Use Policy**. Posted on website (thecordovacenter.com).
Always continuing to make notes for year-end review.
- **Bookings:**
 - **Approximately \$24,951 in Rental Revenue for 2017.**
 - **\$3136 in Rental Revenue for 1st Quarter 2018**
 - Some of the Upcoming bookings for the 2nd Quarter include:
 - **CDFU**
 - SERVS
 - Salmon Harvest Task Force
 - Annual Fisherman's Picnic
 - **Cordova Chamber of Commerce**
 - Economic Summit
 - Clean Up Day
 - Shorebird Festival
 - **Cordova School District**
 - Drama Class
 - Music Cabaret
 - Tech Club Movies
 - **Prince William Sound Science Center**
 - Sea Squirts (Science Discovery for PreK)
 - Copper River Nouveau
 - **Culture/Art Programming**
 - After School Art
 - Teen Art
 - Copper River Gallery – The Painted Bird
 - Copper River Gallery – Bird-In-Hand
 - Movies:
 - “The Wave”
 - “The Shape of Water”
 - “Pitch Perfect 3”
 - “In the Heart of the Sea”
 - “The Greatest Showman”
 - “Wonder”
 - “Jumanji: Welcome to the Jungle”
 - “Socks in the Frying Pan” (Concert)
 - **Sea Grant:**
 - Alaska Mariculture Informational Meeting

Other events include a wedding, private parties and a test kitchen for “Fork & Spoon” – a local food vendor.

Cordova Center 1st Quarter Report 2018

- **Donations:**
 - \$1000 - Theatre Seats
- **Landscaping:**
 - Flagpoles are in Cordova and installation is imminent.
 - Interpretive signs for speeder car and local history reinstalled.
 - Working with 'Knot Crazy' to cover bases of light poles.
 - Friends of the Cordova Public Library have raised \$900 for the Library Memorial Garden.
 - Once larger items are installed, plantings will begin.
- **Business Plan:**
 - Five Year Business Plan (2015-2020) is currently being reviewed by staff as they prepare a mid-term report.
 - The report is being created in-house and will show comparisons to the projections in the plan.
 - The Cordova Center – Two and Half Years – In will be published by the end of this 2nd quarter.



- End-



Southcoast Region

Director's Quarterly

Alaska Department of Transportation & Public Facilities

Spring Edition April 2018

DIRECTOR'S MESSAGE



Lance Mearig
Alaska Department of Transportation's (DOT&PF) Southcoast's Regional Director, Lance Mearig, leads planning and operations for state-owned and managed roads, airports, and ferry facilities in Southeast Alaska, Kodiak, and the Aleutians. Lance has Bachelor's and Master's degrees in civil engineering and over 30 years of work in Alaskan construction engineering. Lance is a licensed civil engineer in Alaska and three other states.

At DOT&PF, we take public safety and the safety of our employees seriously. As the summer construction season kicks off, work zone safety is a top priority.

Alaska averages nearly 80 highway work zone crashes each year. The Federal Highway Administration reports that on average 85% of the deaths in highway work zone crashes are drivers and passengers in cars. Our crew members could be your family, friends or neighbors. We want you to get home safely to your loved ones too!

For everyone's safety, please be safe where construction signage, crews, and equipment are present.

Slow down, pay attention, and follow signs and flaggers when you drive through work zones.

Know Before You Go

- As construction season ramps up, you can find road updates online:
- Current driving conditions and scheduled road closures at 511.alaska.gov
 - Construction project updates at www.AlaskaNavigator.org



CONSTRUCTION



Kake Keku Road Rehabilitation Project

During the 2018 construction season, DOT&PF will continue work on several construction projects as well as break ground on numerous pavement rehabilitation, road reconstruction projects and bridge or trestle replacements.

Projects in Construction

- Haines Airport Drainage Improvements and Pavement Rehabilitation
- Haines Highway Reconstruction Milepost 3.9 to 12.2
- Juneau Glacier Highway Reconstruction, Fritz Cove Road to Seaview
- Kake Keku Road Rehabilitation
- Ketchikan Front, Mill & Stedman Streets Reconstruction
- Ketchikan Shelter Cove Road Stage 2
- Ketchikan Water Street Trestle #2 Replacement
- Skagway Captain William Henry Moore Bridge Replacement
- Sitka Airport Perimeter Fence and Gate Upgrades
- POW Clark Bay Ferry Terminal & Seaplane Float Parking Lot
- POW Island RWIS Installation

Recently Completed Construction Projects

- Haines Klehini Bridge Replacement & Transfer

PROJECT FUNDING & AWARDS

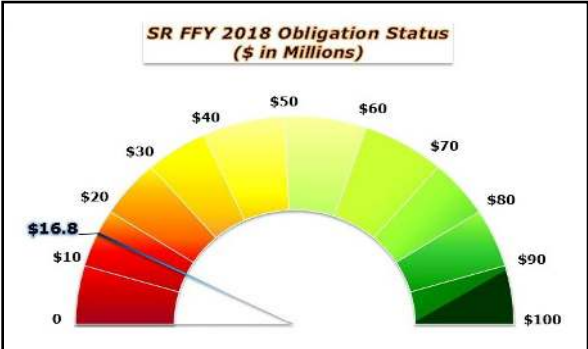
FY18 Project Funding

Total FFY17 funds obligated to date:

\$16,885,978.53

Of which the following are approved:

AMHS = \$923,478.69 SR Only = \$15,962,500.17



Project Awards

- Ketchikan: Front, Mill, & Stedman Streets Reconstruction— Awarded to SECON on January 3, 2018 for \$9,681,105.
- Clark Bay Ferry Terminal & Seaplane Float Expanded Parking— Awarded to Southeast Road Builders on January 17, 2018 for \$1,419,192.
- SR Region-wide Non-NHS Culvert Repair/Replace— Awarded to Admiralty Construction on March 1, 2018 for \$373,425
- King Salmon Airport Main Runway Pavement Rehabilitation— Awarded to Knik Construction on March 27, 2018 for \$16,091,300.

In November 2017, the first phase of Haines Highway MP 3.9-12.2. reconstruction contract was awarded to SECON with a bid of \$36,149,513. This is one of the largest projects SR has put out in recent years. Phases 2 and 3 are still in design and are moving along. Together, all phases of Haines reconstruction are estimated to run roughly \$100 million.

IMPORTANT LINKS

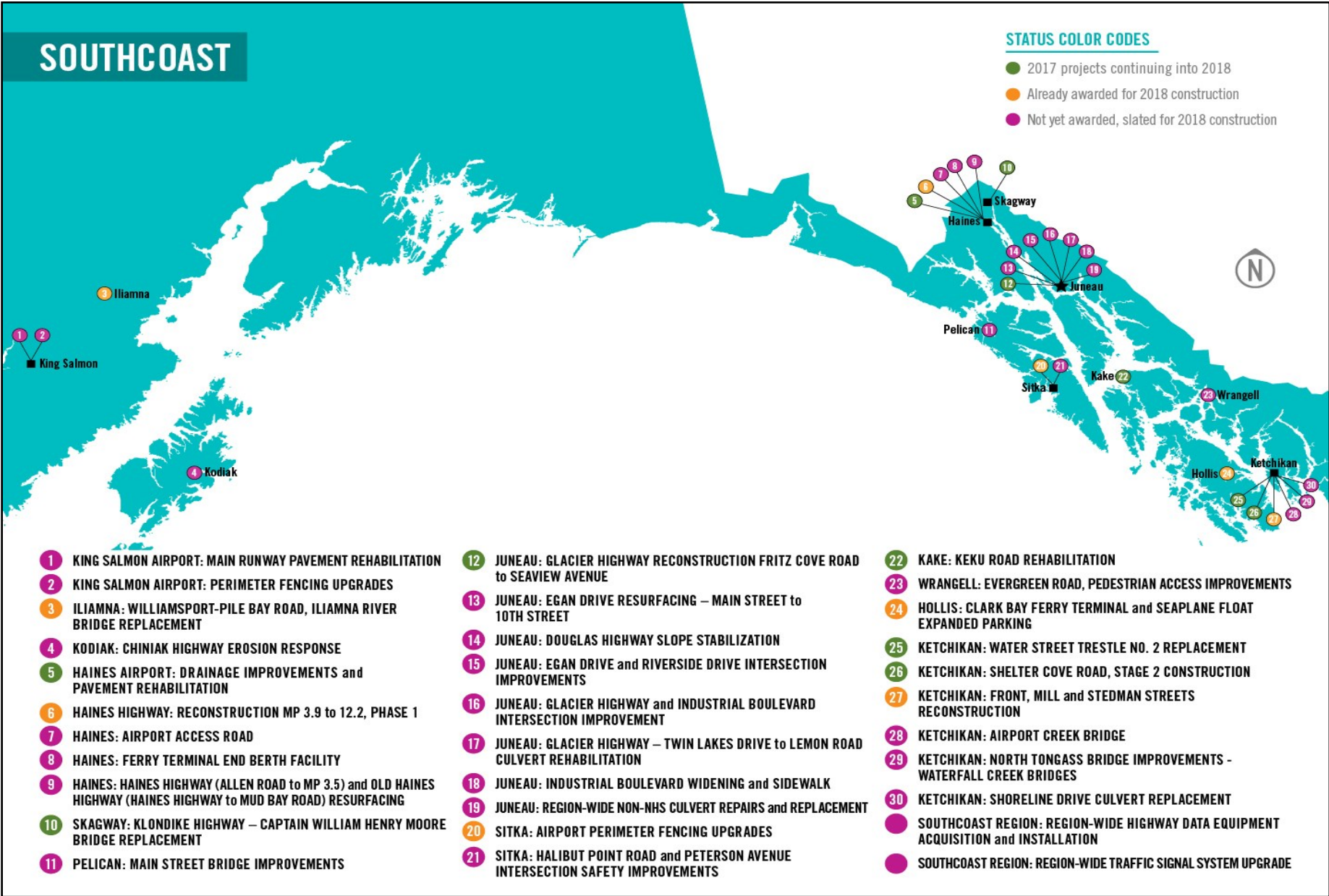
- Construction updates though Alaska Navigator alaskanavigator.org
- Access department news & updates on Facebook & Twitter facebook.com/AlaskaDOTPF [@AlaskaDOTPF](https://twitter.com/AlaskaDOTPF)
- Subscribe to receive news & updates via email public.govdelivery.com/accounts/AKDOT/subscriber/new?
- Get the scoop on Southcoast Region projects <http://dot.alaska.gov/projects-status/>

PRECONSTRUCTION

Southcoast Region Major Projects

Coming soon...2018 Southcoast Region Construction Projects

- 32 Southcoast Region construction projects
- 6 projects continuing into 2nd year of construction
- 5 new projects already bid
- 21 new projects funded and will be ready to bid in time for 2018 construction season



King Cove –Cold Bay Roads Project

The community of King Cove has been anticipating the completion of a road between their community and the Cold Bay Airport for many years. The need for the road connection is identified as the only safe, reliable and affordable means of year-round access to medical services not available in the City of King Cove. Southcoast Region AKDOT&PF is assisting King Cove Corporation with the identifying lands necessary for the construction, operation and maintenance of the Cold Bay to King Cove Road, and with preparing property descriptions of those necessary lands.

MAINTENANCE & OPERATIONS

Kodiak Aleutian District

All the stations have been conducting winter operations. Several stations are short staffed as recruitment/retention at some locations is very challenging. Dutch Harbor is down to one M&O Operator/Foreman and one SEF Mechanic. Kodiak M&O has supported operations in Dutch Harbor by sending two operators out to help during the busy “A” Season for the local fish processors. Phil Smith accepted the position of the Kodiak Foreman.

Hurricane force winds in Kodiak - On 2/26/18 hurricane force winds downed trees which blocked roads and toppled power lines. DOT&PF crews were out with KEA until 3am on 2/26 clearing trees on Rezanof , that took out power lines by the hospital. Crews continued work on 2/27, cleaning up fallen trees and broken utility poles, and opening up other state-managed streets.

Wrangell Zimovia Highway—On Jan 18th at approximately 6:30 pm, a major rock slide occurred at 6.5 mile on the Zimovia Highway in Wrangell, blocking both lanes. The local police department notified the Wrangell Maintenance crew and the crew were on site by 7:30 pm. The crews were able to open the road up for one lane of traffic within a half hour. The remaining closed lane was opened by 4 pm the next day. Some of the boulders were so big, it took two large loaders to move them. Other boulders were broken into pieces before they were moved.



Zimovia Rock Slide

MEET THE SOUTHCOAST REGION

Staff Changes

- Nick Allred** - Engineer Technician, left State service
- Andrew Conrad** - Project Engineer, left State service
- Megan Daniels** - New Environmental Impact Analyst in Predesign
- Zack Ferrin** - Promoted to Engineering Assistant II
- Jake Fleetwood** - New Engineering Assistant I in Predesign Section
- Todd Fleming** - Project Engineer, left State service
- Emily Haynes** - Promoted to Preconstruction Environmental Impact Analyst
- Andrew Hills** - Transfer to Construction QA, Engineering Assist III
- Jeff Jenkins** - Promoted to Procurement Specialist V
- Robert Lacey** - Engineering Technician, left State Service

- Mike Lukshin, P.E.** - Transfer to Construction Group Chief, Engineer IV
- Garrett Paul, P.E.** - Promoted to Engineer III, Construction Project Manager
- Jessica Piukala** -Promoted to Administrative Assistant II
- Phil Smith** - Promoted to Kodiak Airport Foreman

DOT&PF Employee Wins Life Saving Award - The Haines Borough Police Department has notified Haines M&O employee Daniel Fitzpatrick that he has won a ‘Life Saving Award” for his assistance with a 1/10/18 car accident. The award letter also mentions that, while on duty with DOT&PF, Fitzpatrick assisted in recovering stolen property on 2/20/18.

CITY OF CORDOVA



April 13, 2018

The Honorable Lisa Murkowski
U.S. Senate
Washington, DC, 20510

The Honorable Dan Sullivan
U.S. Senate
Washington, DC, 20510

The Honorable Don Young
U.S. House of Representatives
Washington, DC, 20515

Dear Senator Murkowski, Senator Sullivan, and Congressman Young:

We are writing to you today to express our support for the Jones Act Waiver to re-flag the Safari Voyager, a ship recently acquired by UnCruise Adventures. Re-flagging this boat in a timely manner would allow UnCruise Adventures to commence a new cruise route in Alaska, one currently prohibited due to Jones Act restrictions. This new cruise route would bring numerous economic benefits to our communities and the State of Alaska as a whole.

Firstly, reclassification of the Safari Voyager would generate jobs; 64 US citizens will be employed in year-round positions as a result of the reclassification. The job growth would be concentrated in the US Merchant Mariners sector that has been struggling recently due to cut backs in energy sector related jobs. The ship's annual U.S. payroll, 3.2 million dollars, would create significant tax revenue for Federal, State, and local entities. The ship's home port of Juneau, Alaska would especially benefit from this payroll generation. Additionally, the Safari Voyager would generate 1 to 3 million dollars in annual shipyard and maintenance expenses in Alaska and Washington.

Furthermore, the passengers would likely spend significant amounts of money within the communities they visit, generating tourism-driven economic growth. On this route, 1,320 annual tourists will visit Cordova, Whittier, Valdez, Seward, and Homer. Additional stops in King Salmon/Naknek, Sandpoint, and King Cove are also being planned. Spillover effects from this cruise's marketing spending could also generate interest in Alaska's tourism industry as a whole.

The timing of this re-flagging is important because of the logistics of UnCruise Adventures' marketing and deployment plans. If it is not completed in a timely manner, the ship would be prevented from returning to Alaska until 2021. Otherwise, the cruise's operations could begin as early as 2020. The actual reflag of the ship to the United States could occur this summer when the ship arrives in Washington for shipyard and maintenance work. Cordova strongly supports this project, which complements and would be complemented by waterfront renovations and expansion in progress including tourism vessel fueling, berthing, and shore side services options.

Respectfully,

Clay R. Koplin
Clay Koplin,
Mayor of Cordova

This project is very important for Cordova & time is of the essence. Thank you! Clay

602 Railroad Avenue P.O. Box 1210 Cordova, Alaska 99574 Telephone (907) 424-6200 Fax (907) 424-6000

Susan Bourgeois

From: David Allison <david@ctcak.net>
Sent: Tuesday, April 17, 2018 9:22 PM
To: Clay Koplin; Susan Bourgeois; Alan Lanning
Subject: Fwd: Crater Lake
Attachments: Crater Lake.pdf

fyi...

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

From: Wendy Ranney <thewindyranny@gmail.com>
To: CouncilSeatA@cityofcordova.net, CouncilSeatB@cityofcordova.net,
CouncilSeatC@cityofcordova.net, CouncilSeatD@cityofcordova.net,
CouncilSeatE@cityofcordova.net, CouncilSeatF@cityofcordova.net,
CouncilSeatG@cityofcordova.net
Sent: Tue, 17 Apr 2018 22:17:04 -0400 (EDT)
Subject: Crater Lake

Dear Council Members,

I have attached a letter that lists concerns that we have regarding the Dangers of the Crater Lake project. Please read this again and speak with Steve or Myself before you partner with CEC in the construction of this project that puts lives and property in danger.

There is more information that is not represented in this letter, so I encourage you to talk with us as we are the only major fatality in the future of this project.

Thank you for your time and energy....
Wendy Ranney

--

"There is a magic in-dwelt in nature, the mystery of life and passion, the drive to embrace each moment and not let a second pass un-experienced."

Dr. Molly O Ahlgren

Orca Adventure Lodge
Orca Cannery Inc.
P.O. Box 2105
Cordova, AK 99574
(907) 424-7248

January 12, 2018

Dear Members of City Council:

Steve and I would like to address some concerns that have come to light regarding the proposed Crater Lake Hydro Project.

The project, as it currently is proposed, has a skidder road and penstock line being constructed from the Orca Property up the mountain behind the lodge. The same bank stability concerns that were documented between Chugach Alaska Fisheries and Cordova Electric Coop when the powerline to Humpback Creek was put in, exist with this proposed project. We have concerns regarding the changes that are proposed to be made to that hillside and the bank stability after those changes. The safety of our Family, Employees and Customers, who can number over 100 at any given time, are of the utmost concern to us.

Also, the current project plan indicates the possibility of a majority of the staging for this project happening on our property. The impact that could potentially be made on our business is of great concern to us. Even a temporary impact could be devastating to the experience that we are providing to our clients, who may never have another opportunity to experience the pristine environment that we offer. There is no good time of year for a project of this size to happen without impacting our clients, which in turn, could be devastating to our current and future businesses.

Concerns raised in the preliminary study include potential flooding as a result of a seismic event or a breach of the penstock as a result of the high pressures that the pipe would be submitted to. Any risk to personnel on the down flow side of the project is unacceptable and we would need to hold CEC to a high bar on this proposed project to be comfortable supporting any hydro development at Crater Lake.

The bottom line is that with the information that has been presented to us and what we took away from the public meetings, **we cannot, at this time support this project.**

Until more is known and assurances have been made, we ask you to continue to ask questions and help us keep our family and clients safe as well as help us preserve a Historic Part of Cordova.

Thank you for your time and consideration,

Sincerely,
Steve and Wendy Ranney

CITY OF CORDOVA



April 20, 2018

The Honorable Dan Ortiz
Alaska House of Representatives
State Capital Building
Juneau, Alaska

Dear Representative Ortiz:

As the Mayor of the City of Cordova, this letter is to express support for the passage of House Bill 76, and House Bill 128.

Our community is thrilled to opportunities for mariculture to develop into Prince William Sound. With pristine sheltered waters and ideal temperatures, the marine environment here is ideal to see this industry provide jobs and economic opportunities. Besides, with the high quality of product that can be more readily available with the expansion of mariculture, I personally can't wait to taste some local fresh oysters!

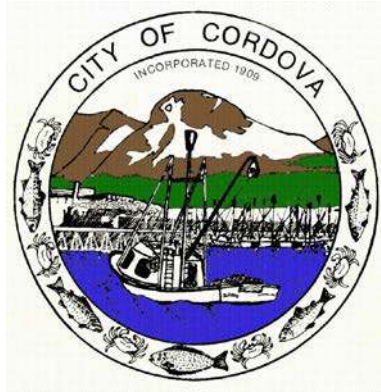
The Mariculture Revolving Loan Fund is the mechanism to help generate the capital needed to get this started. With the addition of non-profit shellfish hatcheries, a full spectrum of infrastructure and mechanisms will be in place to get mariculture off the ground and into the water. Authorizing non-profits to engage in shellfish enhancement provides the opportunity for local science centers and sea life centers to contribute to the flexibility and growth of the industry.

Cordova is already hearing and seeing private investment coming to Prince William Sound with a serious interest toward mariculture expansion. We appreciate all the efforts of the Legislature and the State of Alaska over recent years to help bring this forward. Passage of House Bills 76 and 128 this session will undoubtedly keep this momentum moving forward.

Please pass House Bill, and then please pass the cocktail sauce.

Sincerely,

Clay Koplin, Mayor
City of Cordova



AGENDA ITEM 16
City Council Meeting Date: 05/02/18
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 04/23/18
ITEM: Resolution 05-18-11 approving a mobile restaurant
NEXT STEP: Majority voice vote

☐ ORDINANCE
☐ MOTION

☒ RESOLUTION
☐ INFORMATION

- I. **REQUEST OR ISSUE:** Resolution approving a mobile restaurant per CMC chapter 6.16 (attached).
- II. **RECOMMENDED ACTION / NEXT STEP:** Council motion to approve Resolution 05-18-11.
- III. **FISCAL IMPACTS:** This would allow the startup of a new business in Cordova that would contribute to sales tax revenue as well as enhance the food choices for citizens of and visitors to Cordova. A land use permit for the location being requested would also bring income to the City.
- IV. **BACKGROUND INFORMATION:** Prospective business owner and requester of the mobile restaurant license, Heidi Wiese, has written a letter explaining her business plan.
- V. **LEGAL ISSUES:** n/a
- VII. **SUMMARY AND ALTERNATIVES:** Council can approve the resolution or ask questions to further understand the business owner's plan and possibly ask for modifications.

**CITY OF CORDOVA, ALASKA
RESOLUTION 05-18-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
APPROVING THE LICENSE FOR A MOBILE RESTAURANT FOR HEIDI WIESE, DBA
HOMEGROWN**

WHEREAS, CMC 6.16.010 defines a mobile restaurant as any restaurant or other stand, vehicle or cart or other movable structure or other means, by which food is sold to the public upon public streets, sidewalks, alleys or other public rights-of-way, or upon private property not in a structure affixed to the land; and

WHEREAS, applicants for mobile restaurant licenses shall be denied a license unless the applicant demonstrates to the council that public convenience and necessity will thereby be enhanced without causing undue risk or harm to the public health or safety; and

WHEREAS, operators of a mobile restaurant in Cordova must abide by Cordova Municipal Code Chapter 6.16.050 which reads as follows:

- A. A mobile restaurant may not be stopped or positioned in a manner or location that will congest or impede the flow of traffic or otherwise interfere with the use of the streets or access-ways by the public.
- B. A mobile restaurant selling foods that are dispensed or wrapped in disposable containers or packages shall be equipped with a sufficient number of accessible receptacles for disposal of litter produced by sales, and the operator shall police all resulting litter from each area of operation.
- C. A mobile restaurant may not be operated from any location on a public street, alley or right-of-way for a period of time in excess of two hours, unless the operator acquires written permission from the city manager to operate for a longer designated period of time to provide service to the public.
- D. A mobile restaurant may not be operated in front of or immediately adjacent to an established business offering the same or similar commodities from a fixed location.
- E. The overall dimensions of a mobile restaurant shall not exceed a length of twenty-five feet, a width of up to but not exceeding eight feet, nor a height of eleven feet, and the mobile restaurant must be licensed and registered with the state. The gross weight of the mobile restaurant shall not exceed ten thousand pounds.

WHEREAS, Heidi Wiese has made application to the Clerk to operate a mobile restaurant; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Cordova, Alaska, does hereby approve the application of Heidi Wiese for a license to operate a mobile restaurant in Cordova for one year.

PASSED AND APPROVED THIS 2nd DAY OF MAY, 2018

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



April 23, 2018

Homegrown
P.O Box 1981
Cordova, AK 99574

Dear Council Members:

I am seeking approval to have my food truck "*Homegrown*" serve the citizens of Cordova. *Homegrown* is based off of locally caught seafood and fresh produce. I noticed the need for real and nutritional food in Cordova this past year and I decided to follow my dream and open a food truck business.

My plan is to operate *Homegrown* from the beginning of May until the end of September. This way I am open for the busy summer months. My main targets for *homegrown* are the fisherman, city workers, and tourists. I feel as though my menu provides a little something for everyone. My goal is to make nutritious, real and healthy food. Meanwhile still being able to be quick and get orders out the door. *Homegrowns* menu consists of freshly made wraps, salads, grass fed-burgers, smoothie bowls, as well as direct market Copper River Salmon and Alaskan halibut. There will be daily specials & soups, and baked goods. My hours of operation will be six days a week, 8am till 4pm. However, hours will be extended for special occasions. To benefit my community I will be using all recyclable materials, and I will be buying my seafood from local, direct market fishermen.

I plan on leasing out the break water fill lot, and stationing *Homegrown* there for the majority of the summer. I will need to have Cordova Electric Company put in a meter down on the city property to give my truck electricity during the day. For waste and water, *Homegrown* is equipped with both a fresh water tank and a grey water tank, when the fresh water gets low, I will need to go to the harbormaster to fill up water tank #2 and transfer it back to the food truck. For the grey water tank, when it gets too full I will need to pump the waste into grey water tank #2 and then dispose at the grey water dump by the harbormaster. Waste will be emptied daily

and be brought to the garbage dump. As for insurance, *Homegrown* has full coverage insurance, and my employees are secured under workmans comp.

Homegrown's Overall Dimensions

- Inside dimensions: 30'2" x 8'1" x 10'2" (LxWxH)
- Weight: 10,000 Pounds

I do recognize that this truck is about 5 ft longer than city code requirements. With my budget and time considerations, I couldn't pass up the deal I was given with this truck. Homegrown is equipped with a 5 foot, three compartment sink, handwashing sink, heavy duty refrigerator & freezer, a five foot prep table, thirty-six inch grill with four burners, royal fryer, as well as plenty of storage and space! Not to mention all the equipment that came with the truck. I do apologize that I couldn't meet the code guidelines on the length behalf of the truck but I hope you take into consideration how great of a truck this is.



Should you require any more information please do not hesitate to contact me. I look forward to speaking with you in the coming days.

Sincerely,

Heidi Wiese
"Homegrown"
P.O 1981
Cordova, Alaska 99574
907-370-3243
homegrown99574@gmail.com

Chapter 6.16 - FOOD HANDLING ESTABLISHMENTS

Sections:

6.16.010 - Definitions.

For the purposes of this chapter, the following terms shall be defined as follows:

- A. "Food" means any matter, including milk, intoxicating liquors, and other liquids, commonly consumed by persons.
- B. "Food handler" means and includes any person employed or working in any food handling establishment.
- C. "Food handling establishment" means any restaurant, itinerant restaurant, mobile restaurant, bar, market, store, confectionery, bottling works, bakery or dairy as defined in this section.
- D. "Itinerant restaurant" includes any restaurant operating for a temporary period in connection with a fair, carnival, circus, public exhibition or other similar gathering.
- E. "Mobile restaurant" includes any restaurant or other stand, vehicle, cart or other movable structure or other means, by which food is sold to the public upon public streets, sidewalks, alleys or other public ways or rights-of-way, or upon private property not in a structure affixed to the land.

(Prior code § 6.301, as amended during 1979 codification).

6.16.020 - License—Mobile restaurants to show necessity.

Applicants for mobile restaurant licenses shall be denied a license unless the applicant demonstrates to the council that public convenience and necessity will thereby be enhanced without causing undue risk or harm to the public health or safety. The council may restrict the license to areas within the city in which the applicant presents sufficient evidence of convenience and necessity. Upon request for appearance, the council shall schedule a prompt hearing and permit the applicant reasonable time to present evidence.

(Prior code § 6.304, as amended during 1979 codification).

6.16.030 - License—Showing of other required licenses.

A food handling establishment shall have and show to the satisfaction of the city clerk that such establishment has the applicable state, borough and city licenses required for the use and occupancy of the premises or to operate the business involved before the city clerk may issue the annual license.

(Prior code § 6.306, as amended during 1979 codification).

6.16.040 - License—Revocation.

A food handling license once issued is subject to suspension or revocation if the licensee fails to maintain all state, borough and city licenses and to meet all state, borough and city health requirements, and comply with all city and state laws, ordinances and regulations.

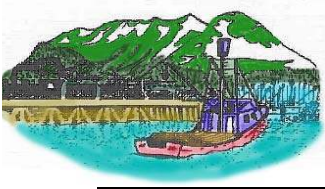
(Prior code § 6.308, as amended during 1979 codification).

6.16.050 - Operation of mobile restaurant.

- A. A mobile restaurant may not be stopped or positioned in a manner or location that will congest or impede the flow of traffic or otherwise interfere with the use of the streets or access-ways by the public.

- B. A mobile restaurant selling foods that are dispensed or wrapped in disposable containers or packages shall be equipped with a sufficient number of accessible receptacles for disposal of litter produced by sales, and the operator shall police all resulting litter from each area of operation.
- C. A mobile restaurant may not be operated from any location on a public street, alley or right-of-way for a period of time in excess of two hours, unless the operator acquires written permission from the city manager to operate for a longer designated period of time to provide service to the public.
- D. A mobile restaurant may not be operated in front of or immediately adjacent to an established business offering the same or similar commodities from a fixed location.
- E. The overall dimensions of a mobile restaurant shall not exceed a length of twenty-five feet, a width of up to but not exceeding eight feet, nor a height of eleven feet, and the mobile restaurant must be licensed and registered with the state. The gross weight of the mobile restaurant shall not exceed ten thousand pounds.

(Prior code § 6.305, as amended during 1979 codification).



City Council of the City of Cordova, Alaska

Pending Agenda May 2, 2018 Regular Council Meeting

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

- 1) Council direction to staff in pursuing Crater Lake Water & Power project from City (water) side action item for funding to be on **May 16, 2018** agenda
- 2) Code change re Council member service on boards/commissions
- 3) Need for a Federal Lobbyist/RFP
- 4) Odiak Camper Park and/or other locations for long term rv/trailer space rentals in Cordova
- 5) Next strategic Planning Work Session - week of **May 14** or **May 21**
- 6) Cordova Center bird mitigation - for 2018
- 7) 2018 budget discussions - possible implications of 2 tax propositions on special election ballot
- 8) Comprehensive plan/master plan - funding action item to be on **May 16, 2018** agenda to include - waterfront development & shipyard expansion
- 9) Secure rural schools funding retro & current year - how to budget
- 10) Hazard Mitigation Plan to come before council as a resolution for approval - **May 2018** awaiting receipt of new plan from LeMay Engineering Consultants
- 11) Harbor expansion Town Hall type meeting - public input
- 12) Resolution of support for PWSAC and hatcheries re BoF proposals that speak against hatcheries need this by **September 2018** for next Board of Fish meetings

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

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

6/6/2018	9/5/2018	12/5/2018	3/6/2019
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- 2) Staff quarterly reports will be in the following packets:

7/18/2018	10/17/2018	1/16/2019	4/17/2019
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Clear direction should be given to Clerk/Manager on the what and when of this proposed agenda item.

item:	suggested agenda date:
1) ...	
2) ...	
3) ...	

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



City Council of the City of Cordova, Alaska

Pending Agenda - May 2, 2018 Regular Council Meeting

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

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

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




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

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

- 1) Prince William Sound Regional Citizens Advisory Council**
Robert Beedle re-appointed March 2016 2 year term until May 2018
re-appointed March 2014
appointed April 2013
- 2) Prince William Sound Aquaculture Corporation Board of Directors**
Tom Bailer term until Oct 2018 3 year term
appointed February 2017
- 3) Southeast Conference AMHS Reform Project Steering Committee**
Mike Anderson appointed April 2016 until completion of project
Sylvia Lange alternate

MAY 2018

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2	3	4	5
		----- absentee voting @ City Hall May 1 - May 14 M-F 8a-5p -----				
			7:00 Council reg mtg CCAB			
6	7	8	9	10	11	12
		----- absentee voting @ City Hall May 7 - May 14 M-F 8a-5p -----				
		6:30 P&Z CCAB	7:00 Sch Bd HSL 7:00 Harbor Cms CCB			
13		15	16	17	18	19
		Special Election CCA 7am - 8pm 	6:00 Council work session 7:00 Council reg mtg CCAB			
20	21	22	23	24	25	26
				12:00 Council spec mtg CCAB		
		6:00 P&R CCM	6:00 CEC Board Meeting	6:00 CCMCAB HCR		
27	28	29	30	31	1	2
	Memorial Day- City Hall Offices Closed		5:30 CTC Board Meeting			
3	4	Notes				

Legend:

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

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

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

JUNE 2018

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	Notes				

6:00 Council work session
6:45 Council pub hrg
(maybe) CCAB
7:00 Council reg mtg CCAB



Copper River Nouveau



6:30 P&Z CCAB

7:00 Sch Bd HSL
7:00 Harbor Cms CCB

6:00 Council work session
6:45 Council pub hrg
(maybe) CCAB
7:00 Council reg mtg CCAB



6:00 CEC Board Meeting

6:00 P&R CCM

5:30 CTC Board Meeting

6:00 CCMCAB HCR






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

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

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

JULY 2018

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 July 4-City Hall Offices Closed 	5 rescheduled due to holiday? 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	6	7
8	9	10 6:30 P&Z CCAB	11 7:00 Sch Bd HSL 7:00 Harbor Cms CCB	12	13  Copper River Wild Salmon Festival www.copperriverwild.org	14 Salmon Runs 
15	16	17	18 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	19	20	21
22	23	24	25 6:00 CEC Board Meeting	26	27	28
29	30	31 6:00 P&R CCM	1 5:30 CTC Board Meeting	2 6:00 CCMCAB HCR	3	4
5	6	Notes				

Legend:
CCAB-Cordova Center
 Community Rms A&B
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CCB-Cordova Center
 Community Rm B

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 Conference Rm
CCER-Cordova Center
 Education Room

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

Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
Mayor: 3 years	Clay Koplin Mayor@cityofcordova.net	March 1, 2016	March-19
Council members:			
Seat A: 3 years	James Burton CouncilSeatA@cityofcordova.net	March 1, 2016 March 5, 2013	March-19
Seat B: 3 years	Kenneth Jones CouncilSeatB@cityofcordova.net	March 7, 2017	March-20
Seat C: 3 years	Jeff Guard CouncilSeatC@cityofcordova.net	March 7, 2017	March-20
Seat D: 3 years	Melina Meyer CouncilSeatD@cityofcordova.net	March 6, 2018	March-21
Seat E: 3 years	Anne Schaefer CouncilSeatE@cityofcordova.net	March 6, 2018 December 6, 2017	March-21
Seat F: 3 years	David Allison, Vice Mayor CouncilSeatF@cityofcordova.net	March 1, 2016	March-19
Seat G: 3 years	James Wiese CouncilSeatG@cityofcordova.net	March 1, 2016	March-19

Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	Barb Jewell, President bjewell@cordovasd.org	March 1, 2016 March 5, 2013	March-19
3 years	Bret Bradford bbradford@cordovasd.org	March 6, 2018 March 3, 2015	March-21
3 years	Tammy Altermott taltermott@cordovasd.org	March 1, 2016 March 5, 2013	March-19
3 years	Peter Hoepfner phoepfner@cordovasd.org	March 6, 2018 March 3, 2015 March 6, 2012 March 3, 2009 March 7, 2006	March-21
3 years	Sheryl Glasen sglasen@cordovasd.org <i>Vacant (appointed, non-voting) City Council Rep</i>	March 7, 2017 March 4, 2014	March-20

seat up for re-election in 2019

board/commission chair

seat up for re-appt in Nov 18

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

CCMC Authority - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	Kristin Carpenter	March 7, 2017	March-20
3 years	Sally Bennett	March 7, 2017	March-19
3 years	April Horton	March 7, 2017	March-19
3 years	Linnea Ronnegard	March 6, 2018	March-21
3 years	Amanda Wiese	March 6, 2018	March-21
	elected by board	November 2, 2017	

LIBRARY BOARD - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Mary Anne Bishop, Chair	November-16 November-13 November-10 November-06	November-19
3 years	Wendy Ranney	November-15 April-13	November-18
3years	Erica Clark	November-16	November-19
3 years	Sarah Trumblee	February-18	November-20
3 years	Krysta Williams	February-18	November-20

PLANNING AND ZONING COMMISSION - APPOINTED

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

seat up for re-appt in Nov 18

seat up for re-election in 2019

board/commission chair

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

HARBOR COMMISSION - APPOINTED

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

PARKS AND RECREATION COMMISSION - APPOINTED

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

HISTORIC PRESERVATION COMMISSION - APPOINTED

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

seat up for re-election in 2019

board/commission chair

seat up for re-appt in Nov 18