

Mayor

Clay Koplin

Council Members

James Burton

Kenneth Jones

Jeff Guard

Robert Beedle

Josh Hallquist

David Allison

James Wiese

City Manager

Alan Lanning

City Clerk

Susan Bourgeois

Deputy Clerk

Tina Hammer

Student Council

Corinne Pegau

**City Council Public Hearing
May 3, 2017 @ 6:45 pm
Cordova Center Community Rooms
Agenda**

A. Call to order

B. Roll call

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

C. Public Hearing

1. Ordinance 1154.....(page 11)

An ordinance of the City Council of the City of Cordova, Alaska, authorizing the transfer of \$240,500 from the general reserve fund for the purpose of bringing current, PERS obligations for CCMC - 1st reading

D. Adjournment



**Copper River Delta Shorebird
Festival May 4-7**

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

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

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Student Council
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Regular City Council Meeting
May 3, 2017 @ 7:00 pm
Cordova Center Community Rooms
Agenda



Copper River Delta Shorebird
Festival May 4-7

A. Call to order

B. Invocation and pledge of allegiance

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

C. Roll call

Mayor Clay Koplin, Council members James Burton, Kenneth
Jones, Jeff Guard, Robert Beedle, Josh Hallquist, 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 (Harbor, CCMCABoD, Parks & Rec, P&Z, School Board)
4. Student Council Representative Report

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

5. Resolution 05-17-13..... (page 1)
A resolution of the City Council of the City of Cordova, Alaska, authorizing: Cathy Sherman,
Information Services Director; Susan Bourgeois, City Clerk; Clay Koplin, Mayor; Josh Hallquist,
Vice-Mayor; and Samantha Greenwood, City Planner, to sign checks, vouchers, notes, other
documents and have access to the safe deposit box as authorized by the City Council
6. Council confirmation of CVFD annual election of Chief and Deputy Chief..... (page 2)
7. Council approval of use permit for alcohol for CRW Salmon Festival..... (page 3)

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

8. Minutes of 04-19-17 Council Regular Meeting..... (page 5)

I. Consideration of Bids

J. Reports of Officers

9. Mayor's Report..... (page 7)
10. Manager's Report
11. City Clerk's Report

K. Correspondence

12. 04-26-17 Letter from Bret Bradford re Lots 8 & 9, Odiak Park Subdivision..... (page 8)

L. Ordinances and Resolutions

13. Ordinance 1154..... (roll call vote)(page 11)

An ordinance of the City Council of the City of Cordova, Alaska, authorizing the transfer of \$240,500 from the general reserve fund for the purpose of bringing current, PERS obligations for CCMC

14. Resolution 05-17-14..... (voice vote)(page 15)

A resolution of the City Council of the City of Cordova, Alaska, adopting the Cordova strategic action plan emphasizing economic sustainability as the focused goal of the City Council

M. Unfinished Business

N. New & Miscellaneous Business

15. Approval of Tideland Permit for Trident Seafoods' Outfall Lines ATS 220..... (voice vote)(page 30)

16. Certification of the 2017 Property Assessment Roll..... (voice vote)(page 37)

17. Bird Mitigation Proposal..... (page 41)

18. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 49)

O. Audience Participation

P. Council Comments

Q. Adjournment

Executive Sessions: Subjects which may be discussed are: (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend 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.

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**CITY OF CORDOVA, ALASKA
RESOLUTION 05-17-13**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING: CATHY SHERMAN, INFORMATION SERVICES DIRECTOR; SUSAN
BOURGEOIS, CITY CLERK; CLAY KOPLIN, MAYOR; JOSH HALLQUIST, VICE-
MAYOR; AND SAMANTHA GREENWOOD, CITY PLANNER, TO SIGN CHECKS,
VOUCHERS, NOTES, OTHER DOCUMENTS AND HAVE ACCESS TO THE SAFE
DEPOSIT BOX AS AUTHORIZED BY THE CITY COUNCIL**

WHEREAS, it is necessary to authorize: *Cathy Sherman*, Information Services Director; *Susan Bourgeois*, City Clerk; *Clay Koplin*, Mayor; *Josh Hallquist*, Vice-Mayor; and, *Samantha Greenwood*, City Planner, to sign checks, vouchers, notes, other documents and have access to the safe deposit box as authorized by the City Council and the Municipal Charter.

NOW, THEREFORE, BE IT RESOLVED that: *Cathy Sherman*, Information Services Director; *Susan Bourgeois*, City Clerk; *Clay Koplin*, Mayor; *Josh Hallquist*, Vice-Mayor; and *Samantha Greenwood*, City Planner, are hereby authorized to sign checks, vouchers, notes, other documents and have access to the safe deposit box as authorized by the City Council and Municipal Charter; and

BE IT FURTHER RESOLVED, that all prior resolutions authorizing city officers to sign checks, vouchers, notes and other documents are hereby repealed.

PASSED AND APPROVED THIS 3rd DAY OF MAY, 2017.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



Cordova Volunteer Fire Department

FIRE CHIEF MICHAEL HICKS

P.O. Box 304
Cordova, Alaska 99574
(907) 424-6117 or (907) 424-6100
Fax (907) 424-3473
email: fire@cityofcordova.net

April 18, 2017

Mayor Clay Koplin.
Cordova City Council
Alan Lanning City Manager

Would you please include this as an action item for the next available Council meeting in 2017.

The Cordova Volunteer Fire Department is requesting confirmation for the following re-elected Chief Officers as of April 13th 2017 during our annual Fire Department elections, it is with great pleasure to announce.

Fire Chief- Michael Hicks.

Mr. Michael Hicks has been a member of the CVFD since 1989 and has been the Elected Fire Chief of our Organization for the past 14 years.

Deputy Fire Chief – Robert Mattson

Mr. Robert Mattson has been a member of the CVFD since 1990 and has been an Elected Deputy Fire Chief of our Organization for 8 years.

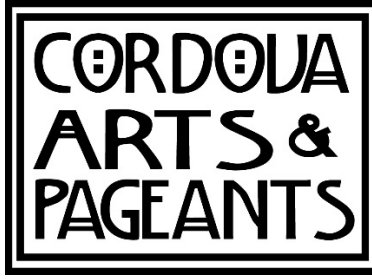
In accordance with Article III, Section I of our department constitution ("The Chief shall not take office until confirmed by authorities set up by the city ordinance") and accordance with Title 3 of the City Municipal Code.

3.20.020 - Fire department—Appointment of officers and members.

The Chief of the Fire Department and Deputy Chief shall be elected annually by the members of the department subject to confirmation by the council. Each shall hold office for one year and until his successor has been duly elected, except that he may be removed by the council for cause after a public hearing.

Sincerely

Paul Trumblee
City Fire Marshal



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

Mayor Clay Koplin

April 19, 2017

City Council Members

Gentlemen:

Cordova Arts and Pageants will be hosting our 15th official 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 14th from 6 pm to midnight and on Saturday, July 15th 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.

The 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)

Regular City Council Meeting
April 19, 2017 @ 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 19, 2017, 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 **James Burton, Ken Jones, Jeff Guard, Robert Beedle, Josh Hallquist, David Allison** and **James Wiese**. Also present were City Manager **Alan Lanning** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

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

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

E. Disclosures of Conflicts of Interest - none

F. Communications by and Petitions from Visitors

1. Guest Speakers - **Barb Jewell** and **Nicole Songer** of Sound Alternatives and Cordova Family Resource Center, discussed a community needs assessment being conducted and asked Council to participate in the MAPP (mobilizing Action through Planning and Partnership) process that will be this weekend and Monday April 24.

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

Harbor, **Beedle** reported that they met last Wednesday, discussed float repair going on, **Sherman** attended and updated the group on Nirvana Park (he thanked her), he also thanked **Rich Rogers** who came to discuss what Public Works and Harbor could work together on.

CCMCABoD - **Scot Mitchell** reported that the new Board of Directors has its first meeting on Tuesday April 25 - election of officers and a pretty packed agenda; first quarter has been very busy, averaging 4-5 patients per day either in acute care or in swing beds; federal happening, if ACA gets repealed it will have a major detrimental impact to hospitals across the country including ours; state budget is not getting any better for us as well; still researching a new EHR system as the one they have will not be supported soon, demos of new systems are occurring in May or June, limiting the search to companies that will not require big capital outlay; he mentioned the PERS problems - costs them \$35,000 - \$40,000 every two weeks (i.e. the 22 % match the employer is required to make); he talked about a 340B pharmacy program which will help toward saving money on employee health plan, he mentioned that this year so far there have been 4 positions eliminated by not filling when people have resigned or retired; there have been 2 cyber threats/attacks in the last few weeks - no data has been lost - IT security has been strengthened; health fair is this Saturday April 24 and the hospital will be participating in a disaster drill on April 29.

School Board President **Barb Jewell** reported they have begun budget meetings, they are still anticipating anywhere for \$100k - \$192k cut from the legislature, in terms of foundation funding.

4. Student Council Representative Report - **Cori Pegau** reported that it is competition time, music students leave tomorrow at 4am for regionals (one of only 2 music events each year), robotics club is at internationals in Dallas, TX right now and Future Problems Solvers have state competition coming up, to be held in Cordova this year.

G. Approval of Consent Calendar

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

5. Resolution 04-17-10 A resolution of the City Council of the City of Cordova, Alaska, approving application to the Alaska Department of Fish and Game for a Commissioner's permit for Tanner Crab

6. Resolution 04-17-11 A resolution of the City Council of the City of Cordova, Alaska, establishing April 2017 as child abuse prevention and awareness month

7. Resolution 04-17-12 A resolution of the City Council of the City of Cordova, Alaska, declaring April 2017 as sexual assault awareness month in Cordova

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

H. Approval of Minutes

M/Burton S/Allison to approve the minutes.

8. Minutes of 04-05-17 Council Public Hearing

10. Minutes of 04-05-17 Council Regular Meeting

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

I. Consideration of Bids - none

J. Reports of Officers

11. Mayor's Report - **Mayor Koplin** said he attended Arctic Encounter and the congressional delegation was there as was a cruise ship operator who seemed very interested in setting up shop in Cordova. Un-cruise - Captain Dan Blanchard hopes to start coming to Cordova in 2019. The Pacific Fisheries Legislative Task Force will be meeting in Cordova on July 28 - **Senator Gary Stevens** is a member of that group - about 10 members from 5 states (CA, WA, ID, OR, AK). **Mayor Koplin** said he would be in DC for the next couple of weeks promoting such projects as South Harbor replacement and Crater Lake Water and Power Project.

12. Manager's Report - **Lanning** said he'd be bringing a narrative of the strategic plan with a resolution that he hopes Council will adopt at their next meeting. He said we will be picking off the priorities out of the plan and start discussions about those in work sessions ahead of the next several regular meetings - like tonight's Crater Lake discussion. Other such topics: exemptions and taxes, CCMC model and how that's progressing, comprehensive rate analyses which are being prepared by staff, chamber of commerce partnership, Odiak Camper Park expansion/ 5 mile camping, waste oil project, etc.

- Cordova Center bird mitigation status report to Council

13. City Clerk's Report - **Bourgeois** reported that there had been 22 total appeals to assessed valuations. All were worked out between appellant and assessor so there was no BOE on Monday April 17. Next two steps will be certifying the roll by June 1 and setting the mill rate by June 15. She reminded Council about the training session on Tuesday April 25 at 5:30 pm.

14. Staff Quarterly Reports - First Quarter 2017

- Harbormaster **Tony Schinella** - Cordova Port and Harbor
- City Fire Marshal **Paul Trumblee** - CVFD
- Director **Susan Herschleb** - Parks & Recreation Department
- PWD/City Engineer **Rich Rogers** - Public Works Department
- UBS Financial, **Chad Adams** - City Investments
- Information Services Director **Cathy Sherman**, Museum, PIO, Library, IT, Cordova Center

K. Correspondence

15. 02-15-17 BDO letter to Council re 2016 Audit

16. 03-17-17 Mayor letter to Senator Murkowski re NE17

17. 04-03-17 Russin letter re Adams Street sidewalks

18. 04-03-17 USDA/USFS News Release re Trail Stewardship Act

19. 04-12-17 Mayor letter to Murkowski et al re Secure Rural Schools funding

20. 04-12-17 Mayor letter re Sound Alternatives prevention resource manual support

21. 04-12-17 Mayor letter to Murkowski et al re Sea Grant Marine Advisory Program funding

22. 04-12-17 Email thanks from Sea Grant Marine Advisory Program

L. Ordinances and Resolutions - none

M. Unfinished Business

23. Council right to protest renewal of a liquor license - #s 277 & 278, Cordova Hotel & Bar and Liquor Store

Bourgeois explained that there is an alternative motion Council could consider instead of simply making a motion to protest the renewal, the City Attorney further explored Statute and advised that Council could opt to recommend renewal with conditions and the City could set the conditions.

M/Hallquist S/Burton to recommend that the board approve the renewal subject to the condition that all delinquent sales tax accounts with the City are paid in full by September 15, 2017.

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

N. New & Miscellaneous Business

24. USDA Landfill Closure Grant, Council direction to staff

Bourgeois mentioned that this was more of a report to staff on something being worked on currently. She said she may have inadvertently called this an action item. **Lanning** said they are moving forward with this grant he just wanted council to be aware of it. A short discussion ensued with PWD **Rich Rogers**. He mentioned that what will need to be capped next summer is one cell that we have been filling for 16 or 17 years. Once the last bale is placed, we will have 90 days to cap that cell. We have lots of future capacity - can only go to a certain elevation with each cell. Per DEC permit we have begun another cell. **Mayor Koplin** asked what arm of USDA this was being sought from - **Rogers** said it was RDA - rural development association. **Koplin** wrote that down for his upcoming trip to DC.

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

It was reiterated that after May we may go to one meeting a month schedule, **Alan** said to plan on a work session before each regular meeting at least to get through budget.

O. Audience Participation

Barb Jewell and **Nicole Songer** thanked Council for approving Resolutions 04-17-11 and 04-17-12.

Tommy Sheridan of the Fisheries Development Committee, thanked Council for approval of Resolution 04-17-10.

P. Council Comments

Wiese thanked people for showing up, including the Council members, he encouraged people to fill out the survey as asked by Barb and Nicole. He went to the pool yesterday and the LED lights look great in there. He wondered also about the need to refill the vacant positions in public safety, maybe something council should consider.

Jones thanked people for being here tonight.

Hallquist thanked people for coming and thanked **Cathy Sherman** for keeping the peace at the spit.

Beedle said he appreciates how the roads and sidewalks are looking, nice and clean.

Burton also appreciated everyone showing up and thanked **Scot Mitchell** for his report to Council.

Guard seconded the audience participation accolades.

Q. Adjournment

M/Burton S/Wiese to adjourn the meeting.

Hearing no objection the meeting was adjourned at 8:16 pm.

Approved: May 3, 2017

Attest: _____
Susan Bourgeois, CMC, City Clerk

Mayor's Report
4-28-17
Clay Koplin

I have had a busy meeting schedule this spring, but to good effect. There is a small cruise line interested in serving Cordova starting in 2019, which fits well with Cordova's tourism plan and has been a good economic opportunity when Cruise West was serving Cordova.

I am currently in Washington, D.C. and have met with Senators Murkowski and Sullivan and Representative Young (I'm meeting with him again this afternoon) including:

Secure Rural Schools Funding
Infrastructure (harbor and energy)
Northern Edge training exercises
National Energy Policy
National Infrastructure Policy
Science and Education
Shepard Point Oil Spill Response
US Coast Guard in Cordova
Hospital and Medical Issues
Marine Transportation Services
Veteran's Issues
Tribal Issues and Concerns

Most recently, I have been in numerous discussions with fishermen and CDFU regarding the ADF&G management plan for area E. Needless to say there is deep concern with the manner of the plan's delivery and the contents of the plan itself. I do not plan to include an agenda item for the regular meeting and will defer to council in that regard. I do plan to speak with Mr. Kelley, the ADF&G Commercial Fisheries director, and express our concern over opportunities to harvest red salmon if the resource is adequate, and will report to council on the outcome of that discussion.

We have strong support from our congressional delegation on every single issue I have brought before them, as evidenced by their recent testimonies and hearings.

Please feel free to contact me during my business travels (through May 10) at 907-253-5026, I can usually respond within an hour.

Mayor Clay

4/26/17

Cordova City Council,

I am writing this letter to bring your attention to some discrepancies in regards to the RFP from the planning department for lots 8 and 9 Odiak Subdv.

The lot lines are unclear.

There is a water main that is running along the north edge of the lots. The easement for the water line is not identified in the RFP, nor is it on any survey maps.

The RFP requires the proposer to pay for surveys, legal costs etc. incurred in the purchase process. These costs should be on the City because the City owns the water line and will continue to have an interest in any easement that is developed within these properties.

The RFP is to include purchase of both lots 8 and 9. For a total of 14,800 square feet at \$3.30 per square foot. These lots are situated on a cliff face. To build on this land would be cost prohibitive to most citizens. It would require extensive blasting and excavation which would damage existing structures.

Finally, the adjoining lots to the south west (Lots 10, 11, 12) were sold to individuals who owned land adjoining to the North, along the east edge of Railroad Row. They were sold with the condition of leaving a minimum of a 20 foot wide strip of greenbelt along Chase Ave. This RFP does not mention a greenbelt allowance, previously required in land sales in this subdivision tract.

Please reconsider the RFP and reconsider the vote to allow it.

Thank you for your time and your service to Cordova.

Bret Bradford

402 Railroad Row

CITY OF CORDOVA



Request for Proposals (RFP) for Lots 8 & 9, Block 1, Odiak Park Subdivision

The City of Cordova is requesting proposals for Lots 8 & 9, Block 1, Odiak Park Subdivision. Lot 8 is approximately 7,900 square feet and Lot 9 is approximately 6,900 square feet and both are zoned Low Density Residential. Proposals are due May 1st, 2017 at 10 AM.

INFORMATION TO PROPOSERS

The fair market value for Lots 8 & 9, Block 1, Odiak Park Subdivision is **\$3.30 per square foot** and will be the **minimum** price that will be accepted for the property. The total square footage is approximately 14,800 square feet. The exact square footage will be determined by a survey of the property. If the successful proposal amount is greater than the minimum price, the proposal amount shall be the amount paid.

All proposals shall include a deposit of **\$1,000.00**. In the event that a proposer is not awarded the property, the city will reimburse the deposit to the proposer. The deposit from the proposer awarded the property will be credited to costs associated with the disposal, even if the disposal is not completed.

Prior to disposal, property will need to be surveyed, platted, and have corners marked. Proposer will be responsible for all associated costs. Any water infrastructure on the property will have an easement placed on it.

The applicant shall also be responsible for all fees and costs the city incurred to third-parties in the transaction, including without limitation costs of appraisal, attorney's fees and costs, surveying and platting fees and costs, closing costs and escrow fees as per CMC 5.22.100.

The attached **Lease with Option to Purchase** is a template for the agreement that will be negotiated with the proposer that is awarded the property. The total proposed price will be used to determine the lease rate.

Proposers must comply with the provisions of the attached section of City Code for the **Low Density Residence District**.

Proposers will be required to connect to city water and sewer at their expense.

The city may issue addenda to this RFP. Addenda will be posted on the City Webpage with this RFP. **It is the responsibility of the proposer to ensure receipt of all addenda.**

The city will consider all proposals for the property subject to any applicable laws and regulations, including Chapter 5.22 of the Cordova Municipal Code (CMC).

The Planning Commission will review all submitted proposals. The Planning Commission will then make a recommendation to the City Council. The City Council reserves the right to reject any proposal, part of any proposal, or all proposals. The City Council may accept and negotiate with any proposer deemed most advantageous to the City of Cordova.

For additional information or questions about the land disposal process, contact the City Planning Department at 424-6220, planning2@cityofcordova.net, or stop by in person.

ADDITIONAL REQUIRED INFORMATION

Please include with your proposal information that addresses the following items and any additional information which you wish to provide.

1. Describe the proposed development in detail.
2. What is the proposed square footage of the development?
3. Provide a sketch, to scale, of the proposed development in relationship to the lot. (Attachment C)
4. Describe the benefit of the proposed development to the community.
5. What is the value of the proposed improvements (in dollars)?
6. What is your proposed timeline for development?

ATTACHMENTS

Attachment A: Criteria used when evaluating each submitted proposal.

Attachment B: A location map showing the subject property with a scale.

Attachment C: The property parcel with measurements.

Attachment D: Cordova Municipal Code – R Low Density Residence District

Attachment E: Sample Lease with Option to Purchase Agreement



AGENDA ITEM 13

City Council Meeting Date: 5/3/2017

CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager

DATE: 5/3/2017

ITEM: General Reserve Fund Transfer

NEXT STEP: Seeking Council Approval

☒ **ORDINANCE**
☐ **MOTION**
☐ **INFORMATION**
☐ **RESOLUTION**

I. REQUEST OR ISSUE:

Staff has indicated over the past few months and during the budget process for 2017, additional funds might be needed by CCMC. Requests were approved for a blood refrigerator and an appropriation for a UPS, just two meetings ago. This request was approved by and put forward by the Hospital Board at their 4/25/2017 meeting, in an effort to bring CCMC's PERS obligations current.

II. RECOMMENDED ACTION / NEXT STEP:

Council motion to approve Ordinance 1154, approving the transfer of \$240,500 from the Cordova General Fund Reserve or "Permanent Fund" to cover CCMC PERS obligations.

III. FISCAL IMPACTS:

The fiscal impact is \$240,500 reduction to the Cordova General Fund Reserve.

IV. BACKGROUND INFORMATION:

The CCMC PERS issue has many parts. However, staff invited CCMC staff to provide an overview of the PERS issues, which were addressed in the Work Session. Essentially, PERS Audit notifications from previous years that have not been addressed, have created the current situation.

V. LEGAL ISSUES:

I believe Ordinance 1154 conforms to Charter Section - 5-22.

There shall be established as a separate fund within the finances of the City of Cordova to be known as Cordova General Reserve Fund and administered by city code, charter and state laws. The purpose for establishment of the fund is to provide for a continuing source of funding for capital and operating expenses for the city. The council may not consider any revenue from the fund as anticipated revenue for the purpose of funding operating expenses when preparing and approving the budget. The establishment of the fund is intended to assist in minimizing the tax burden to the citizens of Cordova, and preserve in trust assets of the city for the benefit of present and future generations of Cordova residents. The council may, from time to time, make deposits to the fund in the same manner as it makes other appropriations. Any funds received by the city from any source may be deposited into the fund. **The fund principal, once established, shall be appropriated only by ordinance.** An ordinance to appropriate funds from the principal of the Cordova General Reserve Fund shall require the favorable roll call vote of all seven city council members, or six city council members and the mayor, the results to be entered into the journal. The mayor shall be allowed to vote only if exactly six (6) council members vote in favor of any such ordinance.

And Section;

5.44.060 - Principal.

A. Fund principal may be appropriated only by ordinance. A public hearing shall be held on the introduction and first reading of such ordinance. The procedure for passage of any such ordinance shall be governed by subsection B of this section.

B. No ordinance to appropriate principal from the fund shall be passed, except upon the favorable roll call of all seven city council members, or six city council members and the mayor, the results of which shall be entered in the minutes of the meeting. The mayor shall be allowed to vote only if exactly six of the city council members vote in favor of any such appropriation.

In addition, failure to bring CCMC PERS obligations current could trigger additional audits, fines and penalties leading to additional costs.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

There are none anticipated.

VII. SUMMARY AND ALTERNATIVES:

Approve the Ordinance.
Deny the Ordinance.
Suggest other alternative.



P: (907) 424-8000 | F: (907) 424-8116
P.O. Box 160 | 602 Chase Ave., Cordova, AK 99574-0160

April 26, 2017

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

Dear Mr. Lanning,

The Cordova Community Medical Center Authority Board of Directors passed a motion at its regularly scheduled meeting on April 25, 2017 to request the City of Cordova transfer \$240,500 to CCMC to cover the PERS contributions that are currently in arrears.

Thank you, and let me know if you have any questions, or need any additional information.

Sincerely,

Scot Mitchell, FACHE
Chief Executive Officer

**CITY OF CORDOVA, ALASKA
ORDINANCE 1154**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA,
ALASKA, AUTHORIZING THE TRANSFER OF \$240,500 FROM THE GENERAL
RESERVE FUND FOR THE PURPOSE OF BRINGING CURRENT, PERS
OBLIGATIONS FOR CCMC**

WHEREAS, the City Council of the City of Cordova, Alaska, has adopted the City Budget and appropriated funds for FY17 for the period of January 1, 2017 to December 31, 2017, and

WHEREAS, additional inter fund transfers pursuant to this Ordinance are intended to provide a source of money to pay for additional budget appropriations as follows:

Fund #	Line Item Title	Purpose	Amount
101-902-57017	CCMC Budget Appropriation	PERS	\$240,500
	Total		\$240,500

NOW, THEREFORE BE IT ORDAINED that the City Council of the City of Cordova, Alaska, hereby authorizes the transfer of \$240,500 from the General Reserve Fund as follows: \$240,500 to the 101-902-57017, CCMC Budget Appropriation for the purpose of bringing CCMC PERS obligations current, which were not appropriated in the adopted or amended budget for fiscal year 2017.

This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska and published in the Cordova Times, a newspaper of general circulation, within ten (10) days of its passage.

1st reading and Public Hearing: May 3, 2017

2nd reading and Public Hearing: _____

PASSED AND APPROVED THIS _____ DAY OF _____, 2017

Clay Koplin, Mayor

ATTEST:

Susan Bourgeois, City Clerk



AGENDA ITEM # 14

City Council Meeting Date: 5/3/2017

CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager

DATE: 05/3/2017

ITEM: Cordova Strategic Action Plan

NEXT STEP: Seeking Council Motion

☐ ORDINANCE
☐ MOTION
☐ INFORMATION
☒ RESOLUTION

I. REQUEST OR ISSUE:

We are requesting that the Council adopt the Cordova Strategic Action Plan by Resolution as a formal acknowledgement of the work, discussion and agreement that came from 8 separate Council meetings. The CSAP will serve as our path forward.

II. RECOMMENDED ACTION / NEXT STEP:

Council motion to approve Resolution 5-17-14.

III. FISCAL IMPACTS:

The fiscal impacts are unknown, but the goal from the plan is to become economically sustainable. Ultimately, there should be cost savings.

IV. BACKGROUND INFORMATION:

The CSAP was the culmination of 8 special meetings, specifically focused on strategic planning and economic sustainability. Also termed the 20/20 plan, it is intended for the City to reach expense and revenue parity, no later than 2020, without complete reliance upon either State or federal funding. The plan also completely retools the budgeting process, providing vital information, community and staff input and following the recommendations in the CSAP.

V. LEGAL ISSUES:

None that we are aware of.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

There are none anticipated.

VII. SUMMARY AND ALTERNATIVES:

Approved the resolution.
Reject the resolution.
Suggest other alternative.

**CITY OF CORDOVA, ALASKA
RESOLUTION 05-17-14**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
ADOPTING THE CORDOVA STRATEGIC ACTION PLAN EMPHASIZING
ECONOMIC SUSTAINABILITY AS THE FOCUSED GOAL OF THE CITY COUNCIL**

WHEREAS, the strength of the local economy plays a central role in Cordova and the well-being and value of the Cordova lifestyle; and

WHEREAS, the role of State and federal economies have created uncertainty and scarcity in Cordova and the region's economy, as well as, cyclical fisheries uncertainty; and

WHEREAS, the goal of the City of Cordova is to create a more stable and Economically Sustainable economy, utilizing local resources in a more proactive and shared manner, by building partnerships and creating new and sustainable local resources; and

WHEREAS, a key benefit of a proactive and sustainable economy is a strong community that is able to maintain its services and create opportunities for its citizens and families; and

WHEREAS, the Cordova City Council has engaged in a comprehensive strategic planning process intended to identify goals, priorities and areas of action; and

WHEREAS, implementing and following the Cordova Strategic Action Plan will provide a path and proactive plan for achieving self-sufficiency, achieving departmental and socioeconomic goals and benefits based upon sound methodologies and economic planning; and

WHEREAS, the Cordova Strategic Action Plan emphasizes self-sufficiency, partnerships, vital projects, economic development and expansion, creativity and innovation, cost savings and quality services;

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Cordova, strongly supports the Cordova Strategic Action Plan as a guide and path for the Council, its Boards and Commissions, Partners and Citizens to follow as a road map to Economic Sustainability.

PASSED AND APPROVED THIS 3rd DAY OF MAY, 2017

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

Strategic Planning Narrative

As the national and State economies change, combined with the unpredictability of the fishing industry, the City of Cordova is prudently and proactively planning for increasing self-reliance. In an effort to focus on the future, the Cordova City Council engaged in an 8 session, strategic planning effort, designed and intended to provide clarity and direction for the future of Cordova. Each strategic planning session lasted no more than 2 hours and focused on a variety of topics and disciplines, focused on supporting the overarching goal of Economic Sustainability. The attached 2017 Cordova Strategic Action Plan is the result of that process and the following steps are a basic outline of the process.

Step 1: Identify the overarching goal of the City Council. This goal can be described as the “hub” of the City philosophy moving forward and that goal was identified as Economic Sustainability. In the connotation of strategic planning, economic sustainability provides opportunities for managed growth, but also affords the opportunity to prosper, while maintaining services on self-sustaining revenue streams. Economic Sustainability also contemplates a reduced reliance on outside funding sources and prepares the City of Cordova for self-sustained budget approach, focusing on complementary revenue enhancing strategies.

Step 2: The objective of this phase was to develop the supporting “spokes” of economic sustainability, as they relate to City services and determine how each of those “spokes” assist in maintaining or producing economic sustainability. In this Step the City Council examined the relationships of Infrastructure (within both the General Fund and the Enterprise Funds), Budget, Support Services, Internal Services, City Services and Economic Development and those activities that would lend support to the central goal of economic sustainability.

Step 3: Each of the areas above were examined for sub-areas that would further define and support a relationship with economic sustainability. As an example, the category Budget was explored by its relationship to taxes, staffing, service levels, revenue and expenditures. This level of examination produced the 20/20 budget plan. The 20/20 budget plan declares, by the end of FY2020, the City of Cordova will examine all taxing types and authorities, staffing levels, service levels and all areas of revenue and expenditures to coincide with anticipated budget levels in 2020, allowing the City to be self-sustaining.

Step 4: The City Council developed a list of priorities from the sub-categories which included:

- A: Develop a Financial Plan
- B: Economic Development Focus
- C: Identifying and Developing Supporting Partnerships
- D: Develop and Follow Infrastructure Planning, Priorities and Projects as Identified.
- E: Internal Services Plan Examining Codes, Services, Processes and Staffing.

Step 5: As an overall complement to the 5 priorities identified, this step developed a Strategic Work Plan for FY2017 and FY2018.

FY2017 Strategic Work Plan: Identify and examine the exemptions and exceptions identified in Code, in addition to already discussed taxes, such as the 1% seasonal sales tax and property taxes and how those might support and enhance economic sustainability and provide long term stability. Complete a rate study for all funds that charge fees and rates, including the enterprise funds in an effort to identify sustainable operational levels. Complete the Adams St. sidewalk project in 2017, placing a request for “permanent fund” transfer on the Council Agenda. Redefine and implement a new budgeting process for 2018, beginning in May, 2017. Begin new tourism/marketing and event identification strategies. Complete a Work Flow Analysis in order to determine system efficiencies. Complete Phase I of the Waste Oil Project, purchasing a centrifuge and begin work on EVOS building renovations to house operations. Work with partners, to bring conferences and other events to Cordova, utilizing the Cordova Center and providing customers for local businesses. In addition, work on evaluating partnerships, continue work on the Strategic Planning and develop a CIP cross reference document with capital priorities.

FY2018 Strategic Work Plan: A majority of the focus for FY2018 points toward improving our internal working documents and includes a Comprehensive Plan Review (Planning Commission/Staff), Chapter 4 Review (previous documents and process) and Chapter 18 Review (Staff/Planning Commission). The FY2018 plan also identifies Phase II of the Waste Oil project, which includes system and distribution efficiencies. The priorities for the year also include a significant increase in Marketing/Event promotion and brainstorming and the addition of staff expertise, dedicated to events and marketing. Finally, FY2018 will see the development and possible expansion of recreational RV parking, coinciding with the increased focus on marketing and events.

Summary

The process as outlined is intended to be a working document and will be reviewed each budget year. An annual review will enhance the City’s focus on Economic Sustainability and adjust that focus as successes are realized and new challenges arise. The objective is to create and continue a proactive and dedicated approach to the health of the Community, build and enhance partnerships and maintain and Economically Sustainable community within the resources produced by the community. Unexpected resources, such as grants, federal and State funding, can then be focused upon areas of greatest need and not be counted on as stable annual funding.

CORDOVA STRATEGIC ACTION PLAN 2017

ECONOMIC **SUSTAINABILITY**

STRATEGIC PLAN PRIORITIES

- Financial Plan
- Economic Development
- Support Partnerships
- Infrastructure
- Internal Services

FINANCIAL PLAN

- Implement 20/20 budget Plan
 - Self-Sustaining Budget
 - Staffing Reorganization Tied To Budget Model
 - Increase Operational Budgets to 2016 Level
 - Taxes-Exemptions/Exceptions Review/Implementation
- CSD Full Funding Goal-Based on Available Funding
- CCMC-Sustainable Financial Model
- Comprehensive Rate Analysis-All Funds
- Pursue Grant Funding
- Sustainable Economic Model-Self Reliance

ECONOMIC DEVELOPMENT

- Tourism Promotion
- Event Development - Conferences
- Staffing Expertise
- Eco-Tourism
- Grow/Maintain Current Events/Festivals
- Improve Marketing and Marketing Tools-Regional
- Fishery Support/Harbor Improvement/Growth
- Additional Economic Development Partners
- Cordova Center Utilization

SUPPORT PARTNERSHIPS

- Build/Maintain Strong Partnerships
- Project Collaboration
 - Chamber Move
 - Crater Lake
 - USFS Special Use Permits
 - USCG FRC (Cutter)
 - PWSSC Potential Move and Land
 - Whitshed Sidewalk Projects
 - NVE and Private Partnerships

INFRASTRUCTURE

- Sidewalks-Adams St./Sidewalk Plan/Whitshed
- Water System-Additional Capacity-Crater Lake
- Street Improvements-Phase II Plan
- Foster Partnerships
- Expand Odiak-RV Spaces
- Oil Reuse Project-Partnerships
- Ski Hill Summer Use
- Code Review: Chpt. 16-17-18
- Comprehensive Plan Review
- Code Review Chpt. 4
- Provide Modern Comprehensive Infrastructure
- Land availability/development

INTERNAL SERVICES

- Staffing to 20/20 Plan
- Reorganize to 20/20 Plan
- Review Code Chap. 16-17-18
- Review Code Chap. 4
- Review Comprehensive Plan
- Program Evaluations/Work Flow Analysis
- Process Improvements
- Staff Training and Development

STRATEGIC WORK PLAN

■ 2017 Action Items

- Tax Review and Implementation
- Rate Studies-All Funds
- Adams St. Sidewalk Project
- Redefined Budgeting Process-May
- Begin Tourism/Marketing Efforts/Event ID
- Develop Service Delivery System Efficiencies
- Waste Oil Project-2017 Phase I-Centrifuge and Building Configuration
- Promote conferences through City, CCMC, CSD
- Evaluation of Partnerships
- Complete Strategic Plan 2017
- CIP Cross Reference-Capital Priorities

STRATEGIC WORK PLAN

- 2018 Action Items
 - Comprehensive Plan Review
 - Chapter 4 Review
 - Chapter 18 Review (16 & 17 To Follow)
 - Waste Oil Project 2018 Phase II-System efficiency
 - Reorganization Phase I-System efficiencies
 - Marketing Event Promotion Phase I-Brainstorming
 - Project Development-RV Park
 - Marketing-Promotion Improvements



AGENDA ITEM # 15

City Council Meeting Date: 5/3/2017

CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff

DATE: 4/26/17

ITEM: Tideland Permit for Trident Seafoods' Outfall Lines

NEXT STEP: Approve Permit

☐ INFORMATION
☒ MOTION
☐ RESOLUTION
☐ ORDINANCE

I. REQUEST OR ISSUE:

Requested Actions: Approve Tideland Permit for Outfall Lines
Applicant: Aaron DeSalvo – Trident Seafoods
Zoning: Waterfront Industrial District
Attachments: Location Map
Application
Surveyed Drawing of Outfall Line Locations

II. RECOMMENDED ACTION / NEXT STEP:

“I move to approve the permit for Trident Seafoods’ three outfall lines as contained in the staff report including the special conditions.”

III. FISCAL IMPACTS:

Minimal. Outfall lines are located on submerged tidelands. The permit fee per outfall line is \$250 per the City Council approved fee schedule.

IV. BACKGROUND INFORMATION:

Trident Seafoods is requesting a tideland permit for their three outfall lines coming from the Trident North Plant. The outfall lines were installed on city-owned tidelands without a permit in place. Approving the tideland permit would bring the outfall lines into compliance with the city tideland permitting process.

City Council approved a tideland permit for Camtu and Prime Select's outfall lines in 2014. The tideland permitting process allows the city to know what improvements are in place on city property to avoid any conflicts in the future. The city will continue to work with other entities with improvements on city tidelands.

Applicable Code:

5.16.070 - Authority to grant leases or permits.

When in the best interest of the city, the city council may grant leases or permits for the use of city-owned tidelands.

5.16.080 - Permit—Issuance preference.

The city council may issue permits for the use and/or improvement of city-owned tidelands. Council shall give such preference to the use of the land as will be of greatest economic benefit to the city; provided, that first preference shall be granted to the upland owner over other nonpreference applicants for the use of tideland and contiguous submerged land seaward of the upland property and which is needed by such owner for the purpose or purposes for which it may be granted.

5.16.090 - Permit—Application.

Application for a tideland permit shall be submitted to the city manager. The city manager shall submit the application to the city council for their approval or disapproval, whereupon council may, with or without a public hearing or posted notice, grant or reject the requested permit.

5.16.110 - Permit—Term—Revocation—Removal of improvements.

A. Permits issued shall not exceed five years in duration, but are renewable at the option of the city council. All permits shall be revocable when used contrary to the conditions under which they are granted, or when council in its judgment determines that the best interests of the city would be served by revocation. If any permit expires or is revoked, all improvements placed on the tide or contiguous lands shall be removed by the permittee within sixty days; provided, however, that the city manager may extend this time for removing such improvements in cases where hardship is shown. A permittee may, with the consent of the city manager, sell his improvements to any succeeding permittee.

Special Conditions:

1. Trident Seafoods will be responsible for all maintenance of the outfall line and the responsibility will run with the property.
2. Trident Seafoods will be responsible to remove or move the outfall line if requested by the city.
3. Trident Seafoods will comply at all times with State and Federal laws and permitting requirements.

V. LEGAL ISSUES:

N/A

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

N/A

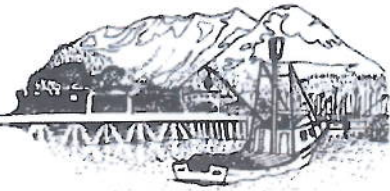
VII. SUMMARY AND ALTERNATIVES:

N/A

Attachment A – Location Map



CITY OF CORDOVA



TIDELAND PERMIT APPLICATION

City of Cordova, Alaska

INSTRUCTIONS

Print or type requested information. Incomplete applications will delay issuance of the permit. **Tideland Permits are \$250. All permits are subject to approval by City Council.**

Prior to the placement of any improvements on City-owned tidelands, the Applicant must request a Tidelands Permit from the City of Cordova per Chapter 5.16 of the Cordova Municipal Code.

Applicant shall submit with the Tideland Permit Application the permit fee and a location map of the proposed improvements.

The Applicant will be responsible for all construction and maintenance of the improvements contained on City tidelands. The Applicant is responsible for all applicable State and Federal permits. Once the improvements are in place, the applicant must submit an as-built showing the the location of all improvements. It will be the responsibility of the applicant to remove, move, or provide additional infrastructure if any development, including fill, is to occur on City tidelands.

Tideland Permits shall not exceed five years in duration, but are renewable at the option of the City Council.

APPLICANT INFORMATION

Name:	Aaron DeSalvo
Mailing Address:	5303 Shilshole Ave NW
City/State/Zip:	Seattle, WA 98107
Phone Number:	206 783 3818
Email Address:	adesalvo@TridentSeafoods.com

OWNER INFORMATION*

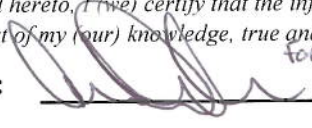
Name:	Trident Seafoods Corporation
Mailing Address:	5303 Shilshole Ave NW
City/State/Zip:	Seattle, WA 98107
Phone Number:	206 783 3818
Email Address:	envcompliance@TridentSeafoods.com

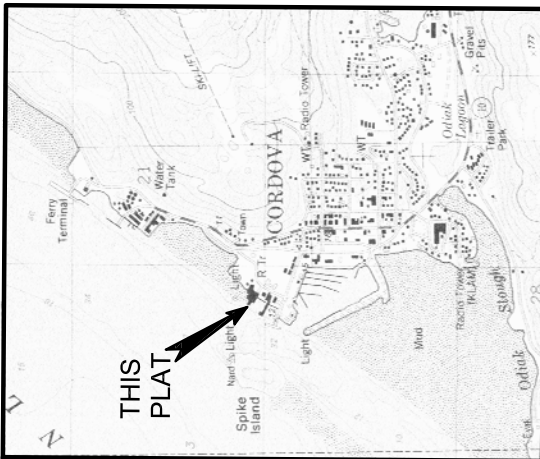
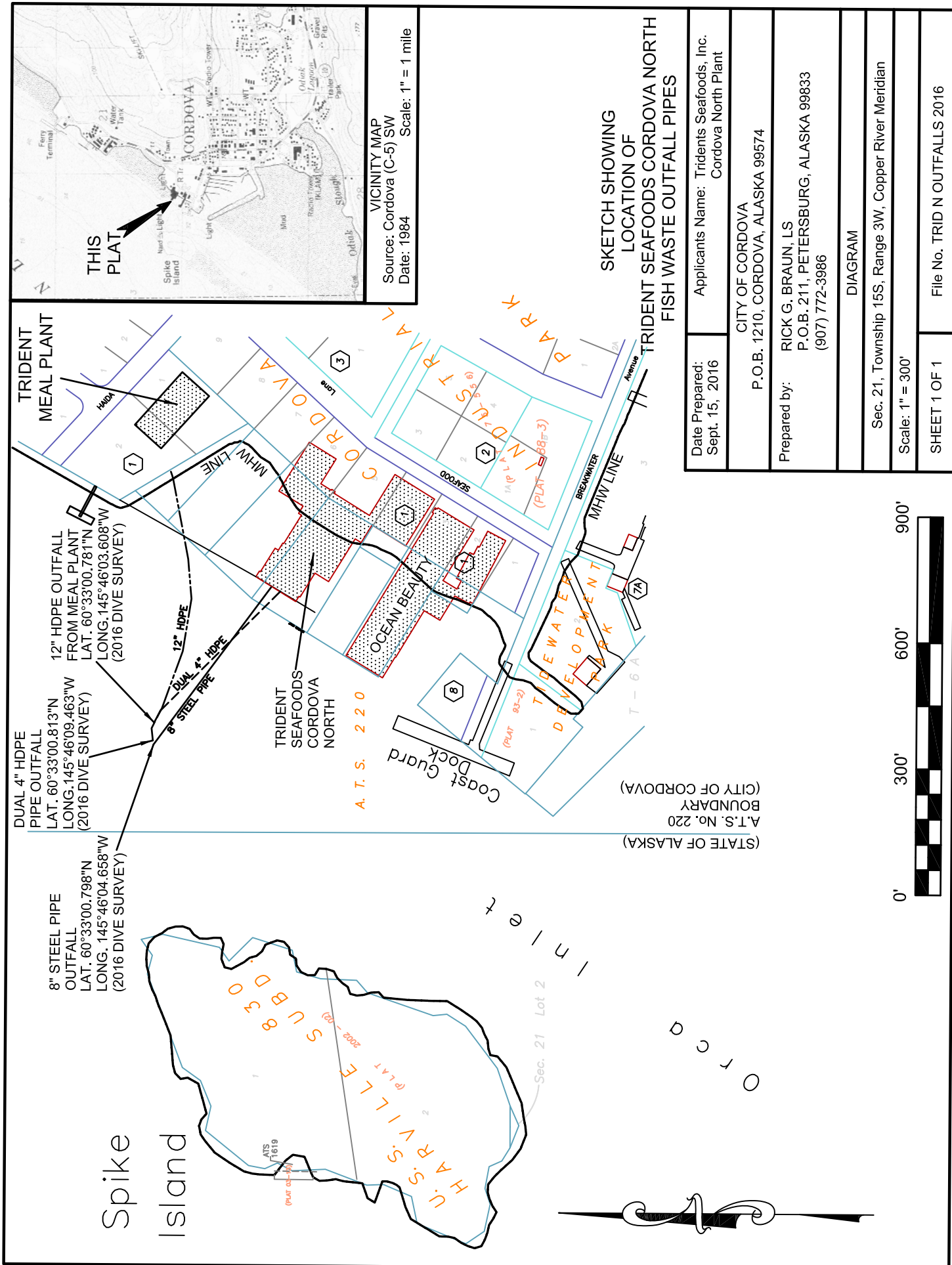
*If different from applicant.

CONTRACTOR INFORMATION*

Contractor Name & License No.:	
Contractor Name & License No.:	
Contractor Name & License No.:	

*Only for new construction. List all contractors working on project. Contractors must have a Cordova Business License.

GENERAL INFORMATION	
Description of Improvements:	Existing: A) 8" steel pipe B) dual 4" HDPE pipe C) 12" HDPE pipe
Value of Improvements:	\$350,000
Legal Description of Tidelands:	ATS 220
Construction Start Date:	The exact dates for the 8" and dual 4" lines are unknown. The 12" pipe was installed in 2009.
APPLICANT CERTIFICATION	
<p><i>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.</i></p>	
Applicant Signature:	 for: TRIDENT SEAFARMS CORPORATION
Date:	4/13/17
Print Name and Title:	Aaron DeSalvo, Project Manager



VICINITY MAP
 Source: Cordova (C-5) SW
 Date: 1984
 Scale: 1" = 1 mile

SKETCH SHOWING
 LOCATION OF
 TRIDENT SEAFOODS CORDOVA NORTH
 FISH WASTE OUTFALL PIPES

Date Prepared: Sept. 15, 2016	Applicants Name: Trident Seafoods, Inc. Cordova North Plant
CITY OF CORDOVA P.O.B. 1210, CORDOVA, ALASKA 99574	
Prepared by: RICK G. BRAUN, LS P.O.B. 211, PETERSBURG, ALASKA 99833 (907) 772-3986	
DIAGRAM	
Sec. 21, Township 15S, Range 3W, Copper River Meridian	
Scale: 1" = 300'	
SHEET 1 OF 1	
File No. TRID N OUTFALLS 2016	





AGENDA ITEM # 16
City Council Meeting Date: 05/03/2017
CITYCOUNCILCOMMUNICATIONFORM

FROM: Susan Bourgeois, City Clerk
DATE: 04/18/2017
ITEM: Certification of the 2017 Property Assessment Roll
NEXT STEP: Majority voice vote

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

- I. **REQUEST OR ISSUE:** Certification of the Property Assessment Roll.
- II. **RECOMMENDED ACTION / NEXT STEP:** Suggested motion:
I move to certify the 2017 Property Assessment Roll as presented by the City Clerk's Office.
- III. **FISCAL IMPACTS:** Certification of the roll is the first step toward collection of 2017 property taxes. The certification of the roll gives the full taxable value that when a mill rate is put to that value, property taxes amounts are arrived at and then billed to the individual property owners. Bills go in the mail per code by July 1, 2017 and the collection is in halves, the first half due on or before August 31, 2017 and the second half due on or before October 31, 2017.
- IV. **BACKGROUND INFORMATION:** Contract Assessor, Appraisal Company of Alaska conducted a customary review of Cordova's properties in the fall of 2016 to arrive at new values for the 2017 assessment roll; all properties are assessed at their values as of January 1, 2017. Assessment notices were mailed to all property owners on March 8, 2017. During the 30 day appeal period, the Deputy Clerk received 22 appeals which were timely handled by Appraisal Company of Alaska. The Board of Equalization Hearing was slated for April 17, 2017, at which time, the Board would have heard any appeals that were not agreed to by the appellant and the assessor. In 2017, no appeals made it to the Board as each was worked out between appellant and assessor. Adjusted Assessment notices were sent to the 22 appellants on April 19, 2017.

V. **LEGAL ISSUES:** The pertinent references to the Cordova Municipal Code are as follows:

5.36.190 - Appeal—Entry of changes by assessor.

Except as to supplementary assessments, the assessor shall enter the changes so certified upon his records, and certify the final assessment roll by June 1st.
(Ord. 777 (part), 1996: prior code § 13.121, as amended during 1979 codification).

5.36.230 - Delivery of statement to council.

When the final assessment records have been completed by the assessor as provided in this chapter, the assessor shall deliver to the council on or before June 1st of each year a statement of the total assessed valuation of all real property within the city.
(Ord. 777 (part), 1996: prior code § 13.125, as amended during 1979 codification).

5.36.240 - Amount set by resolution.

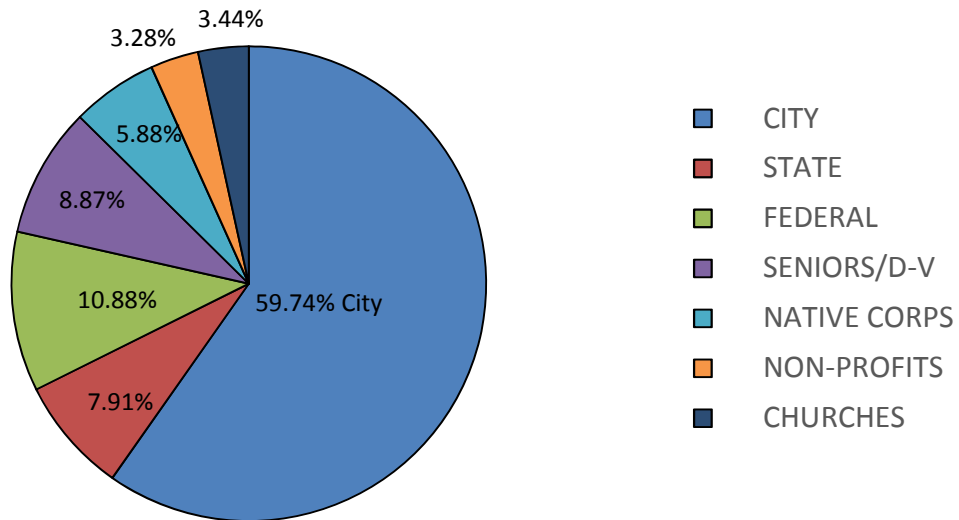
The council shall thereupon by resolution annually before June 15th fix a rate of tax levy and designate the number of mills upon each dollar of value of assessed taxable real property that shall be levied.
(Ord. 777 (part), 1996: prior code § 13.126, as amended during 1979 codification).

VI. **SUMMARY AND ALTERNATIVES:** Council should approve the motion to certify the roll unless there is reason to believe there was a breach in procedure either by the Contract Assessor or the City Clerk's Office.

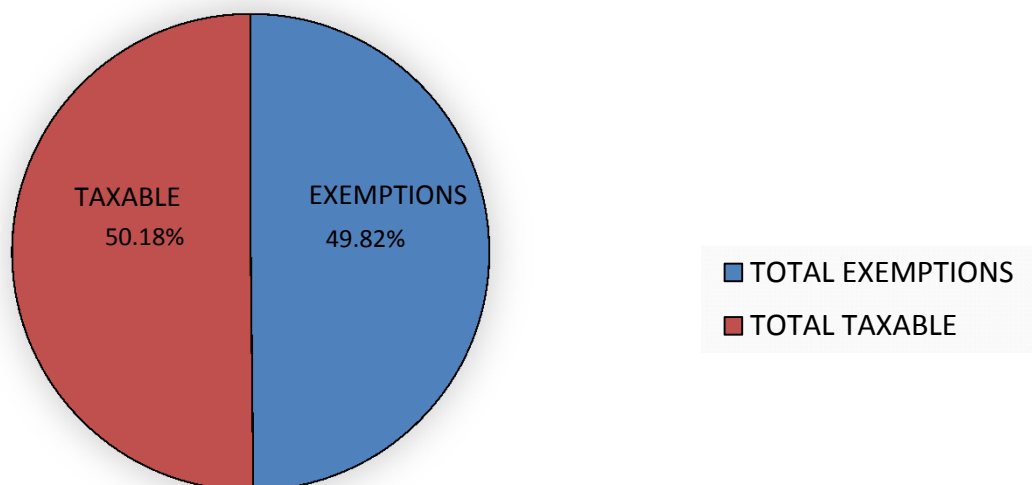
THREE YEARS COMPARISON OF EXEMPT VALUE TO TAXABLE VALUE

	2017	%	2016	%	2015	%
TOTAL LAND	\$90,232,500		\$89,719,700		\$84,600,200	
TOTAL IMPROVEMENTS	\$318,573,890		\$318,062,570		\$307,472,240	
TOTAL ASSESSED VALUE	\$408,806,390	100%	\$407,782,270	100%	\$392,072,440	100%
TOTAL EXEMPTIONS	\$203,670,100	49.82%	\$205,663,800	50.43%	\$205,166,480	52.33%
TOTAL TAXABLE	\$205,136,290	50.18%	\$202,118,470	49.57%	\$186,905,960	47.67%
EXEMPTIONS:						
CITY	\$121,668,900	59.74%	\$124,964,800	60.76%	\$130,365,100	63.54%
STATE	\$16,117,100	7.91%	\$15,572,200	7.57%	\$13,561,000	6.61%
FEDERAL	\$22,151,000	10.88%	\$22,515,700	10.95%	\$21,615,600	10.54%
SENIORS/D-V	\$18,072,000	8.87%	\$16,983,300	8.26%	\$16,079,180	7.84%
NATIVE CORPS	\$11,980,900	5.88%	\$11,909,500	5.79%	\$10,710,200	5.22%
NON-PROFITS	\$6,674,500	3.28%	\$6,712,600	3.26%	\$6,488,800	3.16%
CHURCHES	\$7,005,700	3.44%	\$7,005,700	3.41%	\$6,346,600	3.09%
TOTAL EXEMPTIONS	\$203,670,100	100%	\$205,663,800	100%	\$205,166,480	100%

2017 EXEMPTION CATEGORIES



2017 TAXABLE VS EXEMPT



CITY OF CORDOVA

TEN YEARS PROPERTY ASSESSMENTS COMPARISON

TAX YEAR	PROP TAX BILLED	MILL RATES	TAXABLE ASSESSMENT	EXEMPTED ASSESSMENT	TOTAL ASSESSMENT
2007	\$1,621,154	13.35 & 12.35	\$123,424,858	\$114,058,652	\$237,483,510
2008	\$1,660,068	13.00 & 12.00	\$129,773,078	\$122,555,522	\$252,328,600
2009	\$1,756,300	14.50 & 13.50	\$137,305,360	\$123,808,050	\$261,113,410
2010	\$2,093,027	13.90 & 12.90	\$146,419,540	\$124,237,950	\$270,657,490
2011	\$1,506,150	9.70 & 8.70	\$158,862,060	\$128,619,400	\$287,481,460
2012	\$1,500,605	9.43 & 8.43	\$162,764,496	\$130,722,764	\$293,487,260
2013	\$1,587,405	9.43 & 8.43	\$172,107,590	\$190,893,600	\$363,001,190
2014	\$2,129,122	12.07 & 11.07	\$179,527,870	\$200,270,200	\$379,798,070
2015	\$2,155,026	11.53	\$186,905,960	\$205,166,480	\$392,072,440
2016	\$2,234,841	11.05	\$202,118,470	\$205,663,800	\$407,782,270
2017	Unknown	Not Set Yet	\$205,136,290	\$203,670,100	\$408,806,390



AGENDA ITEM # 17

City Council Meeting Date: 05/03/2017

CITY COUNCIL COMMUNICATION FORM

FROM: Rich Rogers, Public Works

DATE: 26April2017

ITEM: Bird Mitigation on Cordova Center Roof

NEXT STEP: Consider the proposal

☐ ORDINANCE
☐ MOTION
☒ INFORMATION
☐ RESOLUTION

- I. **REQUEST OR ISSUE:** For several years the “bird removal/mitigation” issue has been discussed, but no Council decision has been made.
- II. **RECOMMENDED ACTION / NEXT STEP:** Consider the attached proposal from Carlos Martin with regard to options and costs. Consider methods to fund the project, if indeed an affirmative decision is reached.
- III. **FISCAL IMPACTS:** There is neither a 2017 budget item nor an allowance for a Bird Mitigation project. A Budget Amendment will be necessary for the \$10,100 cost. The City should be able to provide labor to assist Mr. Martin during install which will reduce this cost.

IV. **BACKGROUND INFORMATION:** There has been public comment re: the side effects of many seagulls on the roof during summer fish-processing months such as excess loose feathers, discoloration of roof, odors, possible degradation of asphaltic shingles due to scratching and chemical reactions, and negative impacts on tourism and aesthetics. Carlos Martin spoke to Council in 2015/16 with his assessment of the issue.

V. **LEGAL ISSUES:** Certain acts of “wildlife nuisance hazing” is sometimes regulated by ADEC/federal agencies. Any mitigation decided upon will be vetted to assure compliance. Carlos’s proposal states that hazing is not an issue with his recommended use of “Flextrack” and bird aversion wires.

VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** Similar to “Legal Issues” and compliance therewith. The proposal states a “12 volt solar charger” is included, and further clarification on power source during extended overcast weather has been requested from Mr. Martin.

VII. **SUMMARY AND ALTERNATIVES:** The attached proposal is self-explanatory.

- | | |
|----------------|--|
| Alternative 1: | Decide to accept Mr. Martin’s proposal |
| Alternative 2: | Decide to request other proposals |
| Alternative 3: | Continue discussion with no decision today |
| Alternative 4: | Other |

.....end of CCCF document.....



INTEGRATED BIRD MANAGEMENT
PROGRAM
FOR

City of Cordova

Location:
Cordova City Center

Prepared by:
CARLOS MARTIN
OWNER OPERATOR



PO Box 1211
Cordova, AK 99574
(907) 253-8279 (Cell)
batsolutions@yahoo.com

January 13, 2017

City of Cordova

Attn: Rich Rogers
City Engineer

Dear Rich:

I would like to thank you again for the opportunity to submit a proposal for a bird control at the Cordova City Center.

I've included what I believe to be the best incremental approach to dealing with the large seasonal gull flock that roosts on that building, rather than proposing the installation of lots of expensive deterrents.

I think the reasons the birds are there and the potential for damage they create has been covered, so I haven't included too much background information on that.

Links to product information are noted and samples of products and examples of previous applications will be provided on request.

.

Once again, I thank you for the opportunity to present you with this proposal.

Sincerely,

Carlos Martin
Owner/Operator, Wildlife Damage Control Biologist

INSPECTION AND QUALITY ASSURED BIRD ELIMINATION CONTROL SPECIFICATIONS

RWC Wildlife's Quality Assured Bird Elimination Program has been designed to control your specific bird control problem. This will be accomplished by rendering three (3) interdependent phases of application. Each phase is designed to accomplish a specific objective and to complement one another. This integrated approach is essential for this, or any wildlife damage control solution.

Inspection:

Our inspections over time have found the following:

- Large flock of gulls obviously roosting seasonally on City Center
- Flock behavior characterized by most birds roosting along the peaks with ancillary roost sites on roof slopes
- Bird droppings on roost areas, areas below and adjoining areas

Proposed Work:

All work to be done before or after business hours and may include weekends.

1. Clean droppings off work areas and disinfect
2. Install Flextrack, low profile electric shock treatment on roof peaks. This would be activated only during gull activity periods. It is a non-lethal pain aversion system that does not contradict any migratory bird laws.

Note: this system uses a low impedance solar charger, like an animal fence, and is an appliance, not an electrical system or modification to building electric.

3. Install bird aversion wires between peaks
4. Use gull specific pyrotechnics intermittently while employing other measures



Examples of areas where track will be installed.
Roof peaks on either side of ridge cap



Example of where aversion wires would be installed- between four major end gable peaks.(Four wires. Between N, S, E, W peaks)

Fees:

For all labor, materials, and rentals to complete above proposed solutions:

- Clean and disinfect all work surfaces
- Flextrack along roof ridges, one strip on either side of ridge trim, installed using urethane adhesive, approximately 800 feet of track. One 12 volt solar charger. All connectors.
- Bird aversion wires installed between peaks. 3/32" stainless cables, springs aluminum anchor points on peaks
- Bird control pyrotechnics. Each application would be two aerial noisemakers. Recommend 2-3 applications per week the first week, maybe the first two weeks that shock system is installed.

Materials	\$4900.00
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Labor. Approximately 4 work days, 2 workers for Initial installation. Plus pyrotechnic application	\$5,200.00
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Total Fees	\$10,100.00
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Bird-Shock Flex-Track



Product Overview

Where to use: Ledges, beams, signs, roofs, parapets, etc.

Target Bird: All species

Bird Pressure: All levels

Material: U.V.-stabilized flexible PVC with Stainless Steel braided mesh

Installation: Glue to the surface, connect to the charger unit with lead-out wire

Ease of Installation: Intermediate

Bird-Shock Flex-Track is a low-profile ledge deterrent system that is effective against all species of pest birds utilizing the principle of fear and flight, conditioning birds to stay away.

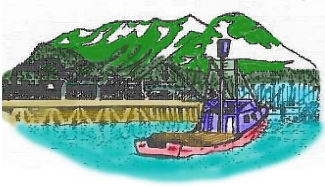
Flexible and Adaptable; a low-profile electrified track that conforms to any architectural configuration. Flex-Track curves up and down, and side to side; and the stainless steel strapping gladly follows the PVC base without wrinkling.

Virtually Invisible at only 1/4 of an inch high. It's available in a wide variety of colors to match the structure, Bird-Shock Flex-Track is hard to notice close-up, and virtually invisible from the distance. It cannot be seen looking up from below.

Long-Lasting; made from UV stabilized PVC and Stainless Steel, this product will be in service far longer than its five-year warranty.



Humane; the intermittent shock is painful, but does not hurt the birds; it simply teaches them to stay away, long-term.



City Council of the City of Cordova, Alaska

Pending Agenda - May 3, 2017 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
future Council agenda item
- 2) Discussion/action regarding water charges at the Harbor
- 3) Odiak Camper Park and/or other locations for long term rv/trailer rentals in Cordova

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

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

6/7/20179/20/201712/6/20173/7/2018
- 2) Ordinance 1146 put marijuana moratorium until January 1, 2017
- 3) Staff quarterly reports will be in the following packets:

7/19/201710/18/20171/17/20184/18/2018
- 4) Training Session for City Council members - other boards and commissions invited as well April 25 5:30 pm
approx 3 hours - in Community Rooms A & B

C. Mayor/Council member/staff member suggestions for future agenda items:

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

item:	suggested agenda date:
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- 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 3, 2017 Regular Council Meeting

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





- 1) Fisheries Advisory Committee:**
authorizing resolution 04-03-45
approved Apr 16, 2003
1-Torie Baker, chair (Marine Adv Prgm)
2-Jeremy Botz (ADF&G)
3-Ken Roemhildt (Seafood Sales)
4-Jim Holley (AML)
5-Chelsea Haisman
6-Dave Reggiani (PWSAC)
- 2) Cordova Trails Committee:**
authorizing resolution 11-09-65
approved Dec 2, 2009
1-Elizabeth Senear
2-Toni Godes
3-Dave Zastrow
4-vacant
5-vacant
- 3) Fisheries Development Committee:**
authorizing resolution
approved Dec 23, 2016
1-Warren Chappell
2-Andy Craig
3-Bobby Linville
4-Gus Linville
5-Tommy Sheridan
6-Bob Smith

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

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

MAY 2017

CALENDAR MONTH	MAY
CALENDAR YEAR	2017
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4	5 	6
			6:00 Council work session 7:00 Council reg mtg CCAB	Copper River Delta Shorebird Festival 2017		
7	8	9	10	11	12	13
		6:30 P&Z CCAB	7:00 Sch Bd HSL 7:00 Harbor Cms CCB		CSD Inservice	
14  Happy Mother's Day	15 	16	17	18	19	20
			6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB			
21	22	23	24	25 CSD last day of school	26 	27
				6:00 CCMCAB HCR		
28	29 Memorial Day- City Hall Offices Closed	30	31	1	2	3
		6:00 P&R CCM				
4	5	Notes				

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

CCA-Community Rm A
 CCB-Community Rm B
 CCM-Mayor's Conf Rm
 CCER-Education Room

LN-Library Fireplace Nook
 CRG-Copper River Gallery
 HCR-CCMC Conference Room

JUNE 2017

CALENDAR MONTH	JUNE
CALENDAR YEAR	2017
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14 6:00 Council work session 6:45 Council pub hrg 7:00 Council reg mtg CCAB	15	16	17
18 	19	20 6:30 P&Z CCAB	21 7:00 Sch Bd HSL 7:00 Harbor Cms CCB	22 6:00 CCMCAB HCR	23	24
25	26	27	28 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	29	30	1
2	3	4 6:00 P&R CCM	5	6	7	8
9	10	11	12	13	14	15

Notes




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

CCA-Community Rm A
 CCB-Community Rm B
 CCM-Mayor's Conf Rm
 CCER-Education Room

LN-Library Fireplace Nook
 CRG-Copper River Gallery
 HCR-CCMC Conference Room

JULY 2017

CALENDAR MONTH	JULY
CALENDAR YEAR	2017
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	1
2	3	4  July 4-City Hall Offices Closed	5 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	6	7	8
9	10	11 6:30 P&Z CCAB	12 7:00 Sch Bd HSL 7:00 Harbor Cms CCB	13	14  Copper River Wild Salmon Festival www.copperriverwild.org	15 Salmon Runs 
16	17	18	19 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	20	21	22
23	24	25	26	27	28	29
30	31	Notes Legend: CCAB-Community Rms A&B HSL-High School Library	CCA-Community Rm A CCB-Community Rm B CCM-Mayor's Conf Rm CCER-Education Room	LN-Library Fireplace Nook CRG-Copper River Gallery HCR-CCMC Conference Room		

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

Mayor and City Council - Elected

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

Cordova School District School Board - Elected

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

seat up for re-election in 2018

board/commission chair

seat up Nov 17

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

CCMC Authority - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	Kristin Carpenter	March 7, 2017	March-20
3 years	Sally Bennett	March 7, 2017	March-19
3 years	April Horton	March 7, 2017	March-19
3 years	Dorne Hawxhurst	March 7, 2017	March-18
3 years	John Harvill	March 7, 2017	March-18

LIBRARY BOARD - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Mary Anne Bishop, Chair	November-16 November-13 November-10 November-06	November-19
3 years	Wendy Ranney	November-15 April-13	November-18
3 years	Erica Clark	November-16	November-19
3 years	Krysta Williams	December-14 November-11	November-17
3 years	Kay Groff	December-14 December-11 January-09	November-17

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	December-14 December-11	November-17
3 years	John Baenen	November-15 December-12	November-18
3 years	Tom McGann, chair	December-14 December-11 April-11	November-17
3 years	Heath Kocan	November-15	November-18
3 years	Mark Frohnappfel	February-15	November-17

seat up Nov 17

seat up for re-election in 2018

board/commission chair

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

HARBOR COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Robert Beedle, Chair	January-14	November-17
3 years	Andy Craig	November-16	November-19
3 years	Max Wiese	January-14	November-17
		March-11	
3 years	Ken Jones	November-16	November-19
		February-13	
3 years	Jacob Betts	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	Kara Johnson	February-15	November-17
		December-12	
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	February-15	November-17
		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	Tom McGann	August-16	November-18
3 years	Jim Casement, Chair	August-16	November-17

seat up for re-election in 2018

board/commission chair

seat up Nov 17