

**Mayor**

Clay Koplin

**Council Members**

Tom Bailer

Cathy Sherman

Jeff Guard

Melina Meyer

Anne Schaefer

David Allison

David Glasen

**City Manager**

Helen Howarth

**City Clerk**

Susan Bourgeois

**Deputy Clerk**

Tina Hammer

**Student Council**

summer vacation

**Regular City Council Meeting  
June 17, 2020 @ 7:00 pm  
Cordova Center Community Rooms  
Agenda**

**A. Call to order**

**B. Invocation and pledge of allegiance**

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

**C. Roll call**

Mayor Clay Koplin, Council members Tom Bailer, Cathy Sherman, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen

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

**E. Disclosures of Conflicts of Interest and Ex Parte Communications**

- conflicts as defined in 3.10.010 [https://library.municode.com/ak/cordova/codes/code\\_of\\_ordinances](https://library.municode.com/ak/cordova/codes/code_of_ordinances) should be declared, then Mayor rules on whether member should be recused, Council can overrule
- ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

**F. Communications by and Petitions from Visitors**

**1. Guest Speakers**

a. Incident Management Team, COVID-19 Update

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

**3. Chairpersons and Representatives of Boards and Commissions (CCMCA BoD, School Board Rep)**

**4. summer vacation-Student Council Representative Report**

**G. Approval of Consent Calendar**

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Council member Schaefer from the 06/03/2020 Regular Meeting

**H. Approval of Minutes**

6. Minutes of the 06-03-2020 Regular Public Hearing..... (page 1)

7. Minutes of the 06-03-2020 Regular Council Meeting..... (page 2)

**I. Consideration of Bids - none**

**J. Reports of Officers**

**8. Mayor's Report**

**9. City Manager's Report**

a. Finance Report..... (page 5)

10. City Clerk's Report..... (page 10)

**K. Correspondence**

11. 06-03-20 Letter from thread re Childcare funding..... (page 11)

12. 06-08-20 CRWP email re Culvert project on Copper River Hwy ..... (page 14)

13. 06-08-20 AHFC Housing Relief Notice..... (page 15)



## **L. Ordinances and Resolutions**

- 14. Ordinance 1188..... (roll call vote)(page 17)**  
An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Section 5.40.030 to update language regarding sales tax exemptions and adding CMC 5.40.025 to identify classes of buyers exempt from city sales tax and to exempt sales, services, and rentals to federally recognized tribal entities from City sales tax – 2<sup>nd</sup> reading
- 15. Emergency Ordinance 1189..... (roll call vote)(page 23)**  
An emergency ordinance of the Council of the City of Cordova, Alaska adopting the City of Cordova COVID-19 recovery plan, and ratifying emergency order 2020-09
- 16. Resolution 06-20-28..... (voice vote)(page 46)**  
A resolution of the Council of the City of Cordova, Alaska, adopting the 2020 Land Disposal Maps
- 17. Resolution 06-20-29..... (voice vote)(page 63)**  
A resolution of the Council of the City of Cordova, Alaska, opposing a request for emergency special action to allow federal subsistence fish harvest in the lower copper river using dipnet and rod and reel

## **M. Unfinished Business**

### **N. New & Miscellaneous Business**

- 18. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 71)**

## **O. Audience Participation**

## **P. Council Comments**

### **Q. Executive Session**

- 19. Terms and conditions of CCMC sale subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government**

City Council is permitted to enter into an executive session if an explicit motion is made to do so calling out the subject to be discussed and if that subject falls into one of the 4 categories noted below. Therefore, even if specific agenda items are not listed under the Executive Session header on the agenda, any item on the agenda may trigger discussion on that item that is appropriate for or legally requires an executive session. In the event executive session is appropriate or required, Council may make a motion to enter executive session right during debate on that agenda item or could move to do so later in the meeting.

## **R. Adjournment**

***Public Call-in number 907-253-6202, each call is placed on hold, then calls will ring through in the order received, please stay on the phone until you've been addressed or thanked by the Chair or Council, then hang up, comments limited to 3 minutes***

### **Executive Sessions per Cordova Municipal Code 3.14.030**

- **subjects which may be considered 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.
- **subjects may not be considered in the executive session except those mentioned in the motion calling for the executive session, unless they are auxiliary to the main question**
- **action may not be taken in an executive session except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations**

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City Council Public Hearing  
June 3, 2020 @ 6:45 pm  
Cordova Center Community Rooms A & B  
Minutes

**A. Call to order**

**Vice Mayor Melina Meyer** called the Council public hearing to order at 6:45 pm on June 3, 2020, in the Cordova Center Community Rooms.

**B. Roll call**

Present for roll call was Council member **Melina Meyer**. Council members **Tom Bailer**, **Cathy Sherman**, **Jeff Guard**, **David Allison** and **David Glasen** were present via teleconference. **Mayor Clay Koplin** and Council member **Anne Schaefer** were absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

**C. Public hearing**

1. Resolution 06-20-24 A resolution of the Council of the City of Cordova, Alaska setting the mill rate for the 2020 tax year

**Vice Mayor Meyer** opened the hearing up for public testimony on the resolution.

**Barb Jewell** of Mile 2.2 Whitshed Rd mentioned that there have been extra requests made by various entities such as the school district and the City has mentioned being worried about revenues this year and she wonders what the thinking is with decreasing the property tax revenue stream when you could be holding it steady. She is surprised that you would look to decrease that revenue stream. She thinks holding the mill rate steady wouldn't seem like a terrible option.

**Vice Mayor Meyer** recessed the public hearing until 6:59 pm.

**D. Adjournment**

Hearing no objection **Vice Mayor Meyer** adjourned the public hearing at 6:59 pm.

Approved: June 17, 2020

Attest: \_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

**Regular City Council Meeting**  
**June 3, 2020 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order**

**Vice Mayor Melina Meyer** called the Council Regular Meeting to order at 7:00 pm on June 3, 2020, in the Cordova Center Community Rooms.

**B. Invocation and pledge of allegiance**

**Vice Mayor Meyer** led the audience in the Pledge of Allegiance.

**C. Roll call**

Present for roll call was Council member **Melina Meyer**. Council members **Tom Bailer**, **Cathy Sherman**, **Jeff Guard**, **David Allison** and **David Glasen** were present via teleconference. **Mayor Clay Koplin** arrived at 8:10 pm. Council member **Anne Schaefer** was absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

**D. Approval of Regular Agenda**

Hearing no objection to approval of the regular agenda, **Vice Mayor Meyer** declared it approved.

**E. Disclosures of Conflicts of Interest and ex parte communications**

**Glasen** said he had a conversation with **Greg Meyer** about the financial needs at CCMC as it relates to setting the mill rate. Vice Mayor **Meyer** ruled that as not an instance of ex parte or conflict of interest.

**F. Communications by and Petitions from Visitors**

**1. Guest speaker**

a. Incident Management Team, Covid-19 update – **Dr. Hannah Sanders**, Medical Team lead for the IMT emergency response reported that Cordova has testing available 5 days/week and has an excellent capacity – the state’s new mandate involving a testing strategy is coming on and she and the medical team believe that everyone should get tested 2 – 4 days after arrival.

Questions from Council: **Bailer** asked who to call when he flies in as far as testing. **Dr. Sanders** said to call either CCMC or Ilanka for testing.

**2. Audience comments regarding agenda items - none**

**3. Chairpersons and Representatives of Boards and Commissions**

**Dr. Hannah Sanders**, CCMCA CEO was present via teleconference and reported: 1) they will be receiving 4 large distributions from HHS of COVID relief – they are doing their best to not commingle the funds with regular finds and there is a new CFO assisting with this; 2) Currently, financially, they should be able to manage at least through 3<sup>rd</sup> quarter but will keep in touch with the City to see if they’ll need a disbursement of funds come 4<sup>th</sup> quarter; 3) the relief money is also catching them up with equipment and maintenance and improving the building. She said she feels as though at the end of all this CCMC will be in pretty good shape.

Council questions: **Glasen** said if you don’t need the funding, get with **Helen**, let us know so we can divert it elsewhere.

**Barb Jewell**, School Board Chair reported: 1) bittersweet ending to a difficult year, had to say goodbye from afar to some retiring teachers/administrators such as **Pam Jones** and **Gayle Groff**; 2) administration has been working hard on multiple strategies to open in fall – State mandates, conditions with the virus all need to be considered; 3) they had a special meeting to approve technology purchases and to amend the budget considering Council did not fund all of what they had asked for, she understands that and was glad that the Council will revisit that in the fall, she reiterated that the request was based on need not want – they will fund the elementary school position.

**4. Student Council representative – summer vacation**

**G. Approval of Consent Calendar**

**4a.** Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Council member Bailer from the 05/20/2020 Regular Meeting

**Vice Mayor Meyer** moved the minutes to the consent calendar

**5. Minutes of the 05-20-2020 Regular Council Meeting**

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

## H. Approval of Minutes

### ~~5. Minutes of the 05-20-2020 Regular Council Meeting~~

## I. Consideration of Bids - none

## J. Reports of Officers

6. Mayor's Report - **Mayor Koplin** arrived later in the meeting and reported then.

7. Manager's Report - City Manager **Helen Howarth** reported: 1) the Governor has just announced changes to the State travel mandates - IMT and Med team have anticipated that the change would include certain health requirements and we are fully prepared to implement that - we have the capacity to do the testing - we are well set up for this; 2) we have received our CARES funding commitment from the State - Council will need a discussion item about this to help direct some of the funds; we'll need to retrofit many community spaces/City buildings for safety of community members and staff.

9. City Clerk's Report - **Bourgeois** had no report.

## K. Correspondence

10. 05-26-20 Email from K. Laird

## L. Ordinances and Resolutions

11. Ordinance 1188 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Section 5.40.030 to update language regarding sales tax exemptions and adding CMC 5.40.025 to identify classes of buyers exempt from city sales tax and to exempt sales, services, and rentals to federally recognized tribal entities from City sales tax - 1<sup>st</sup> reading

**M/Meyer S/Guard** to approve Ordinance 1188 an ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Section 5.40.030 to update language regarding sales tax exemptions and adding CMC 5.40.025 to identify classes of buyers exempt from city sales tax and to exempt sales, services, and rentals to federally recognized tribal entities from City sales tax

**Meyer** said this is a housekeeping measure. **Guard** agreed. No other Council member commented other than supporting this.

Vote on the motion: 6 yeas, 0 nays, 1 absent. Allison-yes; Meyer-yes; Sherman-yes; Guard-yes; Glasen-yes; Bailer-yes and Schaefer-absent. Motion was approved.

12. Resolution 06-20-24 A resolution of the Council of the City of Cordova, Alaska, setting the mill rate for the 2020 tax year

**M/Meyer S/Guard** to approve Resolution 06-20-24 A resolution of the Council of the City of Cordova, Alaska, setting the mill rate for the 2020 tax year

**Guard** said the mill rate might change year to year but the revenue is the budgeted amount so he supports this. **Allison** said he supports the resolution as is, getting the revenue that was budgeted.

Vote on the motion: 6 yeas, 0 nays, 1 absent. Allison-yes; Schaefer-absent; Guard-yes; Meyer-yes; Glasen-yes; Bailer-yes and Sherman-yes. Motion was approved.

## M. Unfinished Business

~~13. City land disposal to Sheridan Joyce previously approved by Resolution 02-20-09 later rescinded on May 20, 2020 (see item 15, executive session) motion may be made after the executive session~~

**There was no Council objection to moving this item to be after the executive session.**

## N. New & Miscellaneous Business

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

Council scheduled a noon Special Meeting for June 10. An action item to align with the Governor's new mandate about travel, CARES funding discussion and other items that come up will be on the agenda for that special meeting. There was clarification that when the new state mandate takes effect on Saturday June 6, Cordova will still be with the existing rule which is 14-day quarantine until at least Wednesday when Council will have the option to vote to move to the new state mandate. **Bailer** asked if for our next regular meeting the new CFO can report on investments to us, if he's been looking into that. **Sherman** agreed that we should start working on knocking these items off of the PA list.

## O. Audience Participation

**Barb Jewell** appreciated, as a community member, all the extra and hard work being undertaken by the administration and Council during these difficult times these last couple of months. She said she is surprised by the mill rate decision; surprised

that you didn't choose to access an additional revenue source while you had the opportunity knowing that other revenues are likely to be lower this year. She also said that if the video was still available on the YouTube stream, it would be much easier for the audience.

**Mayor Koplin** arrived at the meeting at about 8:10 pm, so **Vice-Mayor Meyer** reverted to the Mayor's report. **Mayor Koplin** reported that he had a work-related conflict that just ended. He said we recently reached out to our federal delegation, President Trump and Governor Dunleavy and thanked them for all the support we've received through this COVID-19 emergency.

#### **P. Council Comments**

**Sherman** welcomed the new Finance Director **Ken Fay** - she was glad to hear the City Manager report that he's been digging in to work and it was a difficult time for him to start up during COVID.

**Meyer** agreed with that and she is present tonight she actually was able to meet him. She appreciates his work behind the scenes.

#### **Q. Executive Session**

15. Recommendations from City Manager regarding Sheridan Joyce land disposal negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon City finances

**M/Meyer S/Sherman** to go into an executive session to discuss recommendations from City Manager regarding Sheridan Joyce land disposal negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon City finances

With no objection, the meeting was recessed at 8:17 to clear the room and give the Clerk time to text the executive session call-in number to Council

Council went into the executive session at 8:22 pm and was back in open session at 8:46 pm.

13. City land disposal to Sheridan Joyce previously approved by Resolution 02-20-09 later rescinded on May 20, 2020 (see item 15. executive session) motion may be made after the executive session

**M/Meyer S/Allison** to direct staff to proceed with no further negotiations beyond what has been offered, \$30,000 or the appraised price from a mutually agreed-upon appraisal of the property.

**Meyer** said we have discussed this a number of times now and after staff again explained to us the process of arriving at a price, she believes the best course of action is to continue to do things the way we have been. The process the City has is a good way to not have to go and get an appraisal for land disposal but the option is there for an appraisal. The Council wants to see this work out for Mr. Joyce but at this time it seems that an appraisal might be the best option for coming up with the price on this property if the staff-calculated price is not agreed upon. **Allison** said **Vice-Mayor Meyer** had that perfect, no further comment from him. **Glaser** said we did change to a mutually agreed-upon appraiser which initially had been an appraiser chosen by the City; so, some latitude was given there. **Sherman** said she supports it.

Vote on the motion: 6 yeas, 0 nays, 1 absent. Meyer-yes; Allison-yes; Glaser-yes; Schaefer-absent; Guard-yes; Bailer-yes and Sherman-yes. Motion was approved.

#### **R. Adjournment**

**M/Meyer S/Allison** to adjourn the meeting.

Hearing no objection **Mayor Koplin** adjourned the meeting at 8:50 pm.

Approved: June 17, 2020

Attest: \_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

MEMO, City of Cordova

To: Mayor and City Council  
Through: Helen Howarth, City Manager  
From: Ken Fay, Finance Director  
Date: June 12, 2020  
RE: May 2020 Financial Report

Attached are the following 3 reports:

Fund Summary through 5/31/20  
UBS balances 5/31/20  
Investment Policy (as of 8/16/10)

Fund Summary- First page is the fund summary for all funds, general and the second page is simply the General Fund.

UBS – Our investments have reversed some of the earlier losses but as the market is swinging wildly we will probably continue to see large fluctuations throughout the pandemic.

#### Investment Policy

I had a conversation with our investment advisor just this morning explaining that I have been tasked to look at all of our consultants/advisors/brokers/large vendors to make sure that we are getting value at the right price if not lower.

I have been able to reduce our third-party administrator (for health care) fee 10% as well as lowering our property and casualty broker commission from 11.5 to 10%.

For investment advisors, returns as well as fees are important. I have requested of our advisor to provide detail of their returns vs. the respective benchmarks (we have one for the permanent fund as well as one for the capital fund). In today's market it is increasingly easy simply to buy the index so to speak.

As I have been spending time with our providers and brokers, I will be doing the same with our investment advisor. At this time, I don't recommend that we go with UBS as an institutional client which is what our advisor has pitched. I don't even know if our advisor is right for the city.

Having spent 3 years at a \$400 million pension fund, I would like to conclude by commenting that the investment objectives of municipalities are very different than the general market. Municipalities' portfolios should not gain as much as the general market since they have to have a more conservative approach but that is mitigated by the fact that their losses during a down market are not as great.



**CITY OF CORDOVA  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING MAY 31, 2020**

**GENERAL FUND**

	5/31/20	ACTUAL	YTD ACTUAL	5/31/19 YTD ACTUAL	VARIANCE TO LAST YEAR	%	BUDGET	VARIANCE TO BUDGET	%
<b>REVENUE</b>									
TAXES	14,851		1,436,716	1,112,010	324,706	129	6,831,957	(5,395,241)	21
LICENSES & PERMITS	175		310	(553)	863	(56)	20,600	(20,290)	2
OTHER GOVERNMENTAL	-		620,905	688,649	(67,744)	90	2,352,166	(1,731,261)	26
LEASES & RENTS	23,861		121,774	119,196	2,578	102	294,200	(172,426)	41
LAW ENFORCEMENT	50		35,954	149,003	(113,049)	24	310,293	(274,339)	12
D. M. V.	6,841		22,462	23,633	(1,171)	95	60,700	(38,238)	37
PLANNING DEPARTMENT REVENUE	400		878	1,655	(777)	53	13,500	(12,622)	7
RECREATION DEPT REVENUE	926		17,047	33,970	(16,923)	50	90,500	(73,453)	19
POOL REVENUE	201		8,398	8,303	95	101	37,500	(29,102)	22
SALE OF PROPERTY	-		-	1,050	(1,050)	-	12,000	(12,000)	0
INTERFUND TRANSFERS IN	49,720		386,601	192,288	194,313	-	734,643	(348,042)	53
OTHER REVENUE	10,930		40,152	95,949	(55,797)	42	180,000	(139,848)	22
STATE DEBT SERVICE REIMBURSMEN	-		-	672,138	(672,138)	-	463,071	(463,071)	0
	107,955		2,691,196	3,097,291	(406,095)	87	11,401,130	(8,709,934)	24
<b>EXPENDITURES</b>									
CITY COUNCIL	50		408	5,320	4,913	8	10,250	9,842	4
CITY CLERK	28,597		110,144	120,107	9,963	92	283,612	173,468	39
CITY MAYOR	-		271	409	138	-	2,850	2,579	10
CITY MANAGER	32,668		129,647	140,298	10,651	92	309,396	179,749	42
FINANCE	43,796		171,103	194,823	23,720	88	445,432	274,329	38
PLANNING DEPARTMENT EXPENSE	12,332		51,343	52,483	1,140	98	125,102	73,759	41
PLANNING COMMISSION	-		447	860	413	52	2,900	2,453	15
DEPARTMENT OF MOTOR VEHICLES	8,940		31,988	31,162	(826)	103	71,418	39,430	45
LAW ENFORCEMENT	91,450		363,834	365,406	1,572	100	1,025,789	661,955	35
JAIL OPERATIONS	23,512		93,472	88,626	(4,846)	105	249,660	156,188	37
FIRE & EMS	27,800		140,090	158,062	17,972	89	372,429	232,339	38
DISASTER MANAGEMENT DEPT.	81		2,575	3,036	461	85	12,000	9,425	21
INFORMATION SERVICES	78,611		342,953	391,983	49,030	87	843,804	500,851	41
FACILITY UTILITIES	11,585		87,603	78,869	(8,734)	111	164,850	77,247	53
PW ADMINISTRATION	18,966		79,039	70,205	(8,834)	113	207,080	128,041	38
FACILITY MAINTENANCE	29,255		131,919	110,698	(21,221)	119	365,597	233,678	36
STREET MAINTENANCE	56,267		272,937	290,300	17,363	94	1,019,977	747,040	27
SNOW REMOVAL	-		44,789	12,932	(31,857)	346	70,449	25,660	64
EQUIPMENT MAINTENANCE	31,165		158,772	164,238	5,466	97	329,691	170,919	48
PARKS MAINTENANCE	9,281		33,636	39,815	6,179	84	101,772	68,136	33
CEMETERY MAINTENANCE DEPT.	527		708	1,755	1,048	-	20,537	19,829	3
RECREATION - BIDARKI	27,073		118,302	106,937	(11,365)	111	291,624	173,322	41
POOL	17,947		104,537	89,359	(15,178)	117	210,105	105,568	50
SKI HILL	4,681		31,927	57,567	25,640	55	87,012	55,085	37
NON-DEPARTMENTAL	26,018		163,606	278,032	114,426	59	264,013	100,407	62
LONG TERM DEBT SERVICE	-		439,558	1,229,474	789,917	36	1,826,511	1,386,953	24
INTERFUND TRANSFERS OUT	-		33,000	47,625	14,625	69	33,000	-	100
TRANSFERS TO OTHER ENTITIES	239,356		1,248,317	1,325,120	76,803	94	2,654,270	1,405,953	47
	819,958		4,386,924	5,455,501	1,068,577	24	11,401,130	7,014,206	38
	(712,003)		(1,695,729)	(2,358,210)	(662,482)	39	-	1,695,729	-

**CITY OF CORDOVA  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING MAY 31, 2020**

**ALL FUNDS**

	5/31/20 ACTUAL	YTD ACTUAL	5/31/19 YTD ACTUAL	VARIANCE TO LAST YEAR	%	BUDGET	VARIANCE TO BUDGET	%
REVENUE								
GENERAL FUND	107,955	2,070,291	3,097,291	(1,027,000)	(50)	11,401,130	(9,330,839)	(82)
CITY PERMANENT FUND	6,874	(93,522)	601,536	(695,057)	743	272,123	(365,645)	(134)
FIRE DEPT. VEHICLE ACQUISITION	-	8,427	6,258	2,169	26	40,000	(31,573)	(79)
VEHICLE REMOVAL/IMPOUND FUND	-	15,422	-	15,422	100	21,730	(6,308)	(29)
2012 SNOWPOC/2019 CARES	1,706,534	1,706,534	-	-	-	-	1,706,534	
GENERAL PROJ & GRANT ADMN	1,769	26,844	156,458	(129,614)	(483)	271,771	(244,927)	(90)
CHIP SEAL C.I.P.	-	-	24,000	(24,000)	-	138,000	(138,000)	(100)
HARBOR ENTERPRISE FUND	33,061	189,961	269,072	(79,111)	(42)	1,561,293	(1,371,332)	(88)
SEWER ENTERPRISE FUND	67,469	292,955	305,221	(12,266)	(4)	879,294	(586,339)	(67)
WATER ENTERPRISE FUND	53,747	225,894	222,066	3,829	2	806,767	(580,873)	(72)
REFUSE ENTERPRISE FUND	91,625	375,528	396,472	(20,945)	(6)	1,203,897	(828,369)	(69)
ODIAK CAMPER PARK	-	552	3,422	(2,871)	(520)	101,150	(100,598)	(99)
LT2 COMPLIANCE PROJECT	-	-	9,500	(9,500)	-	64,625	(64,625)	(100)
HARBOR FUND DEP'N RESERVE	-	150,000	150,000	-	-	192,000	(42,000)	(22)
SEWER FUND DEP'N RESERVE	-	100,000	100,000	-	-	150,000	(50,000)	(33)
WATER FUND DEP'N RESERVE	-	50,000	50,000	-	-	100,000	(50,000)	(50)
REFUSE FUND DEP'N RESERVE FUND	-	75,000	50,000	25,000	33	75,000	-	-
LANDFILL FUND	-	50,032	50,158	(126)	(0)	250,000	(199,968)	(80)
HEALTH INTERNAL SERVICE FUND	106,441	249,087	524,245	(275,158)	(110)	986,260	(737,173)	(75)
E-911 SPECIAL REVENUE FUND	-	-	-	-	-	75,000	(75,000)	(100)
	2,175,475	5,493,005	6,015,699	(2,229,228)	(41)	18,590,040	(13,097,035)	(70)
EXPENDITURES								
GENERAL FUND	1,021,447	2,803,443	3,433,995	(630,552)	(22)	11,401,130	8,597,687	75
FIRE DEPT. VEHICLE ACQUISITION	-	708	236	472	67	28,000	27,292	97
VEHICLE REMOVAL/IMPOUND FUND	-	424	1,045	(622)	(147)	21,730	21,306	98
2012 SNOWPOC/2019 CARES	990	990	-	990	100	-	(990)	
GENERAL PROJ & GRANT ADMN	10,402	(5,822)	76,292	(82,114)	1,410	271,771	277,593	102
CHIP SEAL C.I.P.	-	138,000	-	138,000	100	138,000	-	-
HARBOR ENTERPRISE FUND	75,401	416,072	208,825	207,247	50	1,743,767	1,327,695	76
SEWER ENTERPRISE FUND	48,912	268,201	120,401	147,799	55	879,294	611,093	69
WATER ENTERPRISE FUND	40,298	199,206	122,131	77,075	39	806,767	607,561	75
REFUSE ENTERPRISE FUND	57,062	359,757	146,097	213,660	59	1,185,873	826,116	70
ODIAK CAMPER PARK	3,144	9,500	6,582	2,918	31	93,984	84,484	90
LT2 COMPLIANCE PROJECT	-	-	1,120	(1,120)	-	64,625	64,625	100
HARBOR FUND DEP'N RESERVE	-	-	-	-	-	42,000	42,000	100
SEWER FUND DEP'N RESERVE	-	-	-	-	-	50,000	50,000	100
WATER FUND DEP'N RESERVE	-	-	-	-	-	50,000	50,000	100
LANDFILL FUND	-	-	-	-	-	200,000	200,000	100
HEALTH INTERNAL SERVICE FUND	48,295	528,800	29,168	499,632	94	986,260	457,460	46
E-911 SPECIAL REVENUE FUND	-	-	-	-	-	75,000	75,000	100
	1,305,951	4,719,279	4,145,893	573,386	12	17,838,201	13,318,922	75
	869,523	773,726	1,869,806	(2,802,613)	(362)	751,839	(21,887)	(3)

# UBS Balances

	Account	5/31/2020	4/30/2020	CHANGE
PF	544	1,094.61	1,094.14	0.47
	545	1,127,921.11	1,101,834.27	26,086.84
	546	6,487,242.92	6,236,254.80	250,988.12
		<u>7,616,258.64</u>	<u>7,339,183.21</u>	<u>277,075.43</u>
		-		
Balance 12/31/19		<u><u>8,057,547.04</u></u>		
CT	046	561,644.42	551,169.95	10,474.47
	543	2,858.31	2,848.38	9.93
		<u>564,502.73</u>	<u>554,018.33</u>	<u>10,484.40</u>
		-		
Balance 12/31/19		<u><u>551,265.75</u></u>		
Total UBS		<u><u>8,180,761.37</u></u>	<u><u>7,893,201.54</u></u>	<u><u>287,559.83</u></u>
Balance 12/31/19		8,608,812.79		
CHANGE		(428,051.42)		



**Susan Bourgeois, CMC**  
**City of Cordova**  
**Office of the City Clerk**  
Cordova, AK 99574  
601 First Street \* PO Box 1210

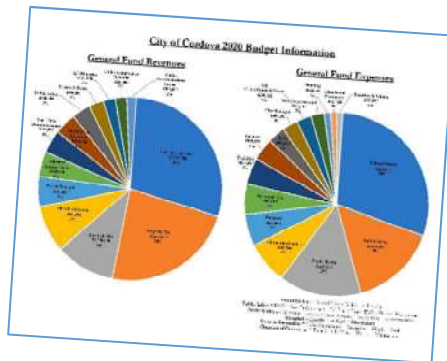
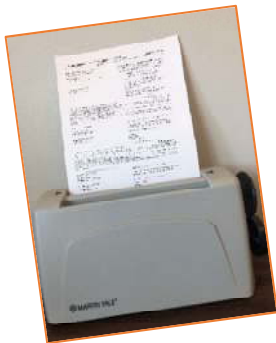
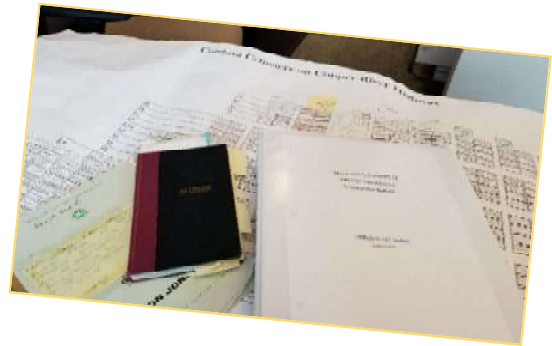
Phone: 907.424.6248  
Fax: 907.424.6000  
Cell: 907.253.6248  
E-mail: [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net)

## CITY CLERK'S REPORT TO COUNCIL

*June 17, 2020 Regular Council Meeting*

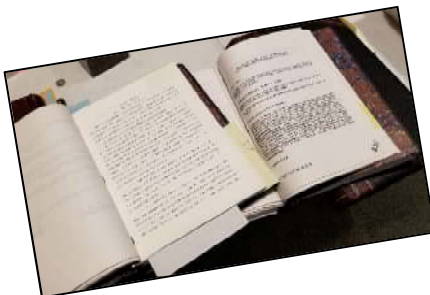
**Date of Report:** June 1 – 12, 2020

Dixie Lambert provided the office with her comprehensive database of deaths and burials in Cordova 1908-2019 via thumb drive and hard copy – hoping to get time to compare records and update City files accordingly – the citizens owe her a great debt for this important work she has undertaken



Deputy is printing property tax bills after Council set the mill rate on the June 3 – this year info from the City budget book will accompany tax bills – thanks Leif Stavig for the pie chart – thanks Tina Hammer for the diligent detailed work ensuring tax bills are accurate

With assistance from Planning Department and after Deputy Clerk visited City Records in CCMC basement, the office successfully fulfilled a record's request regarding CCMC building history and Chase Avenue utility infrastructure – a quote from requester, “thanks for the quick turnaround, exactly what we were looking for”



Researched old ordinances and minutes to answer question posed by CCMC Administration concerning name change from Cordova Community Hospital to Cordova Community Medical Center – Dr. Sanders was extremely grateful we were able to respond accurately and quickly

City Clerk receives between 25-35 emails per day and sends approximately 20-25 emails per day. There have been 5 Public Hearings, 10 Regular Meetings, 6 Work Sessions and 12 Special Meetings so far in 2020 through June 17. Past 6-year averages are about the same for Public Hearings, Regular Meetings and Work Sessions but 2020 has seen double the average number Special Meetings. Been a busy, COVID-y and pandemic-y kind of year.

June 3, 2020

Dear Mayors, Council Members and Assembly Members,

**thread**, Alaska's Child Care Resource & Referral Network, thanks you for your leadership during the COVID-19 pandemic. **As Alaska reopens, thread urges you to give financial support to licensed child care, a critical community infrastructure needed to reopen safely and responsibly.**

**Specifically, we urge you to invest a minimum of 10% of the federal CARES Act funding allocated to your City/Municipality/Borough by the Alaska State Legislature to support licensed child care programs in your community.** Prior to COVID-19, the early childhood education sector represented nearly 500 child care programs and employed 7,000 Alaskans statewide.

### **Licensed Child Care is Essential for Alaska**

Licensed child care is an essential state infrastructure and a vital part of our economic recovery. Working families cannot continue to go to work or return to the workplace without it. A lack of licensed child care will be a significant barrier to businesses reopening successfully.

While child care has been on the frontlines of the pandemic, nearly 50% of licensed child care programs were temporarily closed. Child care businesses operate on razor-thin margins, and have fewer resources available to them than public schools. The COVID-19 pandemic has pushed many of these small businesses to the brink of permanent closure.

We must ensure child care is there to support Alaska's families and businesses. To do this safely and responsibly, it requires child care programs to:

- Implement new health and safety measures for the physical and mental health, safety, and well-being of children, staff, and their families.
- Hire and train new staff to replace those exiting the field due to health concerns and/or other employment opportunities.
- Increase staffing to cover substitutes needed for employees who are out, and accommodate for static groups and additional sanitizing and health checks.
- Provide smaller group sizes and more space per child to ensure physical distancing.
- Have access to necessary supplies (e.g., cleaning supplies, diapers, etc.).
- Be able to support parents transitioning their children back to care.

These are only a few of the *many* factors child care programs are considering to stay open or reopen. This situation is stressing an already fragile system by increasing the cost of care for programs and families.

**thread estimates child care across Alaska will need \$10 million per month throughout the pandemic and recovery process. In order for child care to weather this crisis, thread has the following recommendations.**

### **Recommendation 1: Ask the State of Alaska to Fulfill its Promise to Child Care**

In April, the State of Alaska Department of Health and Social Services (DHSS) Child Care Program Office (CCPO) announced a Capacity Funding program to support and stabilize licensed child care.

The State promised to pay child care programs for March, April, and May based on their February enrollment numbers. The March funding was paid, but **there is an approximate \$20 million funding gap for April and May**. We have heard from numerous child care programs that they are reliant on this aid to make it through the initial crisis period.

**thread is urging the State of Alaska to fulfill its promise to stabilize the sector, and asks that you join us in this request.** Please ask DHSS Commissioner Adam Crum to use his authority and Department CARES Act resources to fully fund the child care payments for April and May.

### **Recommendation 2: Prioritize Ongoing Funding for Local, Licensed Child Care**

**thread** recognizes the support needed for child care exceeds the State of Alaska Capacity Funding program, and the Alaska State Legislature has recently allocated CARES Act funding to your local government.

**thread recommends you prioritize child care by allocating a minimum of 10% of your federal CARES Act funding to support local, licensed child care through 2020.** This funding would be in addition to the State Capacity Funding program (Recommendation #1). The City and Borough of Juneau recently voted to approve over \$1 million for child care sustainability grants. We urge you to follow their lead.

An investment in child care will produce one of the highest returns for generating economic recovery in your community. For every child care teacher that is supported to return to a child care program, an average of eight parents are able to return to work.

**thread** advocates that any local financial aid for child care is administered with no restrictions and ease of access in mind. There are several vehicles available for deploying these benefits to ensure aid reaches programs swiftly. One example would be to administer block grants by licensed child care program type. **thread** is available to assist in advising and/or deploying such assistance. We also ask you to consider how to support and provide child care with critical supplies to protect themselves, the children they serve, and their families. Access to cleaning supplies, PPE, and other safety precautions are desperately needed.

**thread** is gaining public support for this recommendation through an open petition calling for State and local support of \$10 million per month for child care throughout this crisis. The petition has over 600 signatures and counting. ([threadalaska.salsalabs.org/promisetochildcare](https://threadalaska.salsalabs.org/promisetochildcare))



Alaska's reopening and economic recovery depends on child care being there for families. **thread** recognizes the struggle many families are facing during this pandemic. Prioritizing support for licensed child care programs means parents will have access to care as they make decisions about work and how best to support their families at this time.

As you make decisions in supporting your community during the COVID-19 pandemic, the above recommendations are intended to provide guidance for ensuring children and families are healthy and safe, and child care survives. We are happy to be a resource in your decision-making and thank you for making child care a top priority for stabilizing our economy and community infrastructure for families.

Sincerely,



Stephanie Berglund, MSW  
CEO of **thread**, Alaska's Child Care Resource and Referral Network  
(907) 265-3101 | [sberglund@threadalaska.org](mailto:sberglund@threadalaska.org)



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(907) 479-0900 | [aberka@thrivalaska.com](mailto:aberka@thrivalaska.com)



Joy Lyon  
Executive Director, AEYC Southeast Alaska  
(907) 789-1235 | [jlyon@aecy-sea.org](mailto:jlyon@aecy-sea.org)

## Susan Bourgeois

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**From:** Kate Morse <kate@copperriver.org>  
**Sent:** Monday, June 8, 2020 3:04 PM  
**To:** michael.cresswell@alaska.gov; CPD Dispatch; Paul Trumblee; Zachary Smith; News editor; email@cordovaradio.com; billboard@kchu.org; gm@kchu.org; caitlin.frye@alaska.gov; Dunning, Robert A (DOT); robert.mattson@alaska.gov; Orca Adventure Lodge; interest@childsglacierlodge.com; Susan Bourgeois; Luca Adelfio; Erin Cooper; Tanya Zastrow -FS; Dan Donnelly FS; steven.namitz@usda.gov; david.zastrow@usda.gov; Morse, -FS; Stormy Haught; jeremy.botz@alaska.gov; Rob Campbell; Matt Piche  
**Cc:** Josh Hallquist; Lisa Docken; Tammy Altermott  
**Subject:** Update on Road Work at 25 mile, Copper River Highway

Hello!

You are receiving this email because you are on our notification list for construction activities planned for 25-mile on the Copper River Highway. From mid-June through mid-August, Wilson Construction will be removing 3 undersized culverts and replacing them with stream-simulation culverts to improve fish passage at these sites.

We anticipate construction to start around June 15. Construction will take place between 7-5:30, Monday-Saturday, with the exception of holidays. Daily operation will consist of a one-lane road with a flagger, and at night there will be a yield sign. Depending on activity, there could be up to a 20 minute wait. There will be 3 overnight closures, exact dates TBD. We anticipate the first road closure will occur between June 22-26. We will try to send an email notification 48-72 hours in advance of actual closures.

Please confirm you receive this email, and let me know if you would like to add additional contacts or update who is on this email list. You will hear specifics regarding road closures from our construction inspector, Josh Hallquist ([jhallquist818@gmail.com](mailto:jhallquist818@gmail.com)). We invite you to contact us at 424-3334, or [lisa@copperriver.org](mailto:lisa@copperriver.org) or [kate@copperriver.org](mailto:kate@copperriver.org) with any questions or concerns regarding this project.

Best,

Kate and Lisa

**Kate Morse** | Program Director  
**Copper River Watershed Project**  
**phone** (907)424-3334 | **fax** (907)424-4318  
**office** P.O. Box 1560, Cordova, AK 99574  
**web** [www.copperriver.org](http://www.copperriver.org)  
**facebook** [www.facebook.com/copperriver](https://www.facebook.com/copperriver)



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## NEWS RELEASE: For immediate release

**Contact:** Stacy (Schubert) Barnes  
Director, governmental relations and public affairs  
(907) 330-8445/301-4556  
sbarnes@ahfc.us

**Up to \$1,200 of Housing Relief available for qualifying Alaskans**  
**Apply before the June 26, 2020 deadline at [www.AlaskaHousingRelief.org](http://www.AlaskaHousingRelief.org)**

**Anchorage, Alaska, June 8, 2020** – Alaska Governor Mike Dunleavy and Alaska Housing Finance Corporation jointly announced today eligibility requirements and the process for Alaskans seeking financial relief from their rent and mortgage obligations.

\$10 million was proposed by the Governor and supported by the legislature for AHFC to use for homeless prevention with a focus on Alaskans who lost income due to COVID-19 and without government assistance may otherwise lose their housing to eviction or foreclosure.

“Our data shows that it’s better to keep Alaskans stably housed through prevention efforts both in terms of their mental and physical health but also as a cost effective measure,” says Bryan Butcher, CEO/executive director of AHFC.

Families in Alaska with households that have lost income and are at less than 80% of Area Median Income as a result of COVID-19 are eligible to apply for up to one month of rent or mortgage relief. Rent relief excludes utilities; mortgage relief includes principal and interest only. Each household is eligible for no more than \$1,200.

Alaskans can learn about program requirements at [AlaskaHousingRelief.org](http://AlaskaHousingRelief.org). The application period begins Monday morning, June 15. A basic questionnaire includes the applicants’ name, primary residence address, and certification of loss of income. The deadline for application submission is June 26, 2020 at 11:59 p.m., AKDT. At closure of the application period, a lottery will be conducted.

“AHFC’s lottery system is based on best practices in their public housing management and ensures that regardless of where Alaskans live, they’ll have equal access to this housing relief. For those unable to access the online application, calling or texting ‘RELIEF’ to (833) 440-0420 offers an alternative,” says Governor Dunleavy.

Based on available funding, recipients will be asked to provide additional information that verifies their loss of income and includes contact information for their landlord and/or mortgage servicer. After submission of the required information, AHFC will make payment to the landlord or mortgage servicer on behalf of the recipient. Payments distribution is targeted for July 2020.

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**FACT SHEET:**  
**AHFC's HOUSING RELIEF PROGRAM**

**Program Background:** Alaska Housing Finance Corporation received \$10 million through the RPL process to help prevent homelessness across the State of Alaska. Governor Mike Dunleavy signed House Bill 313 *Ratifying RPLS/COVID-19 funding* on May 22, 2020.

AHFC has developed a program that offers both rent and mortgage relief, and is intended to serve the greatest number of Alaskans as quickly as possible while also adhering to U.S. Treasury guidance and responsibly distributing funds to those in need.

**Program Summary:** Alaskans experiencing loss of income due to COVID-19 can apply for up to one month of mortgage or rent relief not to exceed \$1,200. This is not a first-come, first-serve program. The application window will open June 15-June 26, 2020.

AHFC will pool all names using an established best practice in public housing then run a randomized statewide lottery. Those at the top of the lottery will be required to provide AHFC with information that verifies their identity, loss of income that occurred as a result of COVID-19, proof of monthly rent or payments that go toward mortgage principal and interest, and information about their landlord or mortgage servicer so payment can be made on the recipients' behalf. Payment will be made to the landlord or servicer.

**Timeline:** Alaskans can learn more about program eligibility at [AlaskaHousingRelief.org](https://AlaskaHousingRelief.org). The website will begin accepting applications on Monday, June 15, 2020, and will accept them through 11:59 p.m. AKDT on June 26, 2020. First payments are scheduled for distribution in July.

**Eligibility:** Renters or Homeowners in Alaska who have been financially impacted by COVID-19 and whose household income is now less than 80% of Area Median Income. [See this link](#) to determine income eligibility in each community. Only one application is permitted per household. Families receiving public housing assistance from AHFC are not eligible for this program but may receive rent relief under another program funded by the U.S. Department of Housing & Urban Development. [See this link](#).

**Application Acceptance Process:** Following submission of their initial application, Alaskans will receive a confirmation notice by the email or text address they provided. The window to apply for housing relief closes at 11:59 p.m. on June 26, 2020. The lottery will be conducted the following week and participants will be notified as funding is available.

**More Information and To Apply:** [AlaskaHousingRelief.org](https://AlaskaHousingRelief.org) or call or text RELIEF to (833) 440-0420.

###

**About AHFC:** *Alaska Housing Finance Corporation is a public corporation providing Alaskans access to safe, quality and affordable housing through residential financing, energy efficiency, public housing and more. Since 1986, Alaska Housing has contributed more than \$2.1 billion to the State of Alaska.*



**Agenda Item 14**  
**City Council Meeting Date: 6/17/2020**  
**City Council Communication Form**

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**FROM:** Ken Fay, Director of Finance

**DATE:** 6/10/20

**ITEM:** Ordinance 1188

**ACTION:** Aligning the City's Tax Code with that of the Alaska Remote Sellers Sales Tax Commission (the "Commission").

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☒ Ordinance  
☐ Resolution

☐ Motion  
☐ Information

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- I. **REQUEST OR ISSUE:** The Ordinance 1183 passed on April 1, 2020 that intended to sync the Cordova Municipal Code Section 5.40.030 did not include an exemption for federally recognized Tribal entities. In addition, there is some language changed for additional clarity.
- II. **RECOMMENDED ACTION:** Adoption of Ordinance 1188.
- III. **FISCAL IMPACTS:** None. While not codified, the City has not been taxing the sales of federally recognized Tribal entities so this code change is just a change to how we are practicing now.
- IV. **BACKGROUND INFORMATION:** The information that the Sales Tax Code did not have an exemption for federally recognized Tribal entities was brought to the attention of the administration staff by the "Commission".
- V. **CONFLICTS OR ENVIRONMENTAL ISSUES:** None
- VI. **SUMMARY AND ALTERNATIVES:** This ordinance allows the city to better mirror the Remote Seller Sales Tax Code (a component of the Commission of which the City is a member) in language and spirit.

**CITY OF CORDOVA, ALASKA  
ORDINANCE 1188**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING CORDOVA MUNICIPAL CODE SECTION 5.40.030 TO UPDATE LANGUAGE REGARDING SALES TAX EXEMPTIONS AND ADDING CMC 5.40.025 TO IDENTIFY CLASSES OF BUYERS EXEMPT FROM CITY SALES TAX AND TO EXEMPT SALES, SERVICES, AND RENTALS TO FEDERALLY RECOGNIZED TRIBAL ENTITIES FROM CITY SALES TAX**

**WHEREAS**, on April 1, 2020, the City Council passed and approved Ordinance 1183, which adopted Cordova Municipal Code Chapter 5.42 Alaska Remote Seller Sales Tax Code Including Common Definitions (the “Remote Seller Sales Tax Code”), and Amending CMC 5.40.030(F) to Repeal the Exemption for Interstate Sales Found in Cordova Municipal Code 5.40.030(F)(4); and

**WHEREAS**, following the adoption of Ordinance 1183, City staff communicated with the Alaska Remote Sellers Sales Tax Commission (the “Commission”) and now recommends the City adopt a sales tax exemption for federally recognized tribal entities; and

**WHEREAS**, Cordova Municipal Code 5.40.030 has not been substantially updated in approximately a decade and exemption language warrants review and revision for clarity; and

**WHEREAS**, Council finds that it is in the best interests of the City to have consistency and uniformity between the Remote Seller Sales Tax Code, the Uniform Code and the City’s Sales Tax Code with regard to the treatment of federally recognized Tribal entities, and to amend the City’s Sales Tax Code to add an express exemption for federally recognized Tribal entities where no such express exemption exists under the current Sales Tax Code.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of Cordova, Alaska that:

**Section 1.** Cordova Municipal Code Section 5.40.030 is amended to read as follows:

**5.40.030 – Exemptions-General.**

The following sales and services are exempt transactions and are not subject to taxation by the city:

- A. Proceeds from casual, occasional or isolated sales which are easily identified as the sale of personal goods or property at such private functions as moving, garage, yard, food and bake sales, sale of private vehicles when the seller is not a dealer in used vehicles, or services such as babysitting or house-sitting. A city license is not required under this subsection A;
- B. Sales of insurance and bonds of guaranty and fidelity;
- C. Fees for sales and services in excess of three thousand dollars per single purchase transaction. This exemption does not apply to accumulative purchases and billed as a lump sum in excess of three thousand dollars except as provided in subsection D relating to sales of construction

materials and services. In the event of an oil spill that requires mobilization of the oil spill response vessels, this exemption is automatically suspended for ninety days on all fees for sales and services commencing on the day of the oil spill;

- D. Sales of construction materials and services exceeding three thousand dollars for use in each construction project paid for by any one purchaser during any twelve consecutive month period; provided, that the purchaser has obtained a building permit from the city prior to the start of the project and all receipts for construction materials and services clearly show the building permit number. Construction materials are those items becoming a permanent part of the structure. Purchaser may pay all sales tax on such materials and services and may apply for a refund as set out in [Section 5.40.042] or may pre-pay applicable city sales tax in advance and receive an exemption card;
- E. Gross receipts or proceeds derived from servicing, freezing, storing, handling or wharfing of fisheries commodities awaiting shipment or in the process of being shipped;
- F. Gross receipts or proceeds derived from sales or services which the municipality is prohibited from taxing under the laws of the state, or under the laws and the Constitution of the United States, including but not limited to:
  - 1. Sales by the U.S. Postal Service,
  - 2. Sales of any items purchased with food coupons, food stamps or other type of certificate issued under 7 U.S.C. Sections 2011-2025 (Food Stamp Act),
  - 3. Purchases made under the authority of or made with any type of certificate issued pursuant to 42 U.S.C. Sections 1771-1789 (Child Nutrition Act of 1966),
  - ~~5. Air transportation including that portion of any chartered fishing or hunting expedition which covers the cost of air transportation;~~
  - ~~6. Gross receipts or proceeds derived from sales to the United States, state, city or any political department thereof;~~
- G. Gross receipts or proceeds from the transportation (including freight and shipping charges), loading, unloading or storing of cargo from marine vessels or aircraft in foreign, interstate or intrastate commerce;
- H. Services of a person licensed or certified by the state of Alaska as a doctor of medicine and surgery, a doctor of osteopathy and surgery, a doctor of veterinary medicine, a chiropractor, a dentist, a naturopath, an optometrist, an audiologist, a hospital, an occupational therapist, a physical therapist, a massage therapist or a licensed or practical nurse; provided, that the service is within the scope of the state license or certificate;
- I. Services of a person licensed or certified by the state of Alaska as a psychologist or psychological associate, a clinical social worker, an alcohol and drug counselor, or a marital and family therapist;

- J. Fees for supplies, equipment and services provided by a hospital, medical clinic or dental clinic for patient treatment including laboratory and x-ray services;
- K. Gross receipts or proceeds of the retail sale of prescription drugs;
- L. Sale of cemetery plots, caskets, funeral and burial related items and the services by a funeral home;
- M. Commissions received by travel agencies for their services that are not set by and billed by the travel agencies. Service charges set by and billed by the travel agencies are not exempt from taxation under this chapter;
- N. Dues or fees to clubs, labor unions or fraternal organizations;
- O. Fees and charges for extracurricular activities or events promoted or undertaken by educational or student organizations;
- P. Sales by any student organization, parent/teacher organization or booster club recognized by the school or educational organization in which it operates, which proceeds are utilized to further the purposes for which the organization was formed;
- Q. Sales and services by schools or other educational organizations made in the course of their regular functions and activities, which proceeds are utilized to further the purposes for which such organization was formed;
- R. Sales of food at educational and hospital cafeterias and lunchrooms which are operated primarily for staff and/or students, and which are not operated for the purpose of sale to the general public for profit;
- S. Sales, services and rentals by or to religious organizations which have obtained a 501(c)(3) or 501(c)(4) exemption certificate from the Internal Revenue Service and which are made in the normal conduct of religious activity; provided, the income from the exempt transaction is also exempt from federal income taxation;
- T. Sales, services and rentals by or to scouting, 4H or similar youth organizations which have obtained a 501(c)(3) or 501(c)(4) exemption certificate from the Internal Revenue Service and which are made in the normal conduct of activity; provided, the income from the exempt transaction is also exempt from federal income taxation;
- U. Sales, services and rentals by or to benevolent or civic organizations which have obtained a 501(c)(3) or 501(c)(4) exemption certificate from the Internal Revenue Service and which are made in the normal conduct of activity; provided, the income from the exempt transaction is also exempt from federal income taxation and the income is donated to a charity. Such organizations shall pay the sales taxes at the time of purchase and shall apply to the city for a refund as provided in Section 5.40.040;

- V. Proceeds from contract services provided by a state-licensed child care contractor;
- W. Proceeds from contract services provided by a person for the purpose of taking temporary care of minors for another person;
- X. Proceeds from products sold as wholesale sales to businesses designated by the state of Alaska as wholesalers. These include the sales of goods, wares, or merchandise to a retail dealer, manufacturer, or contractor, for resale within the city as is or incorporated into a product or commodity to be sold by the dealer, manufacturer or contractor within the city, if the subsequent sale is subject to the city sales tax. In this connection a retailer must stock that merchandise for resale, display the same to the public and hold himself out as regularly engaged in the business of selling such products;
- Y. Proceeds from products sold for resale:
1. Sales of goods, wares or merchandise to a retail dealer, manufacturer or contractor, for resale within the city as is or incorporated into a product or commodity to be sold by the dealer, manufacturer or contractor within the city, if the subsequent sale is subject to the city sales tax. The product must be an item that is sold as part of the reseller's primary business and must be of such nature that it can be purchased by the general public in a transaction that is not dependent upon the purchase of another product or service,
  2. Goods, wares or merchandise that can be purchased only as part of a package purchase of services, such as a bed-and-breakfast or a fishing or hunting charter and not by the general public as separate and individual items are not exempt under this chapter,
  3. Food products that are purchased for resale must be purchased and sold as is or prepared in a kitchen that is DEC-certified in order to qualify for sales tax exemption. Proof of certification must be available upon request;
- Z. Proceeds from services for resale: Services that are provided by a subcontractor to a contractor for a third party is considered services for resale and is exempt from taxation;
- AA. Sales of real property. Rentals of real property are not exempt from taxation by the city.
- AB. Commissions or fees in excess of three thousand dollars earned by brokers or agents in real estate sales transactions.
- AC. Home heating oil purchased for use in a dwelling, as defined in [Section 18.08.190], for use at that location conditioned on the following:
1. That no more than fifty percent of the floorspace of the building(s) considered as dwellings be used as nonresidential use, including business activities.
  2. That the dwelling be operated in compliance with all other regulations and laws.

3. If a fuel tank is used to supply more than one structure or area then no more than fifty percent of the floorspace and area supplied shall be nondwelling and nonresidential including business activities.

**AD. Proceeds from air transportation including that portion of any chartered fishing or hunting expedition which covers the cost of air transportation.**

**Section 2.** Cordova Municipal Code Title 5.40 is amended to add Section 5.40.025 entitled “Exemptions-Class of buyers,” to read as follows:

**5.40.025-Exemptions-Class of buyers**

**The following classes of buyers are exempt from the provisions of this chapter:**

- 1. The United States, the State of Alaska, or any instrumentality or political subdivision of either, including a city.**
- 2. Federally recognized tribal entities.**

**Section 3.** This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading: June 3, 2020

2nd reading and public hearing: June 17, 2020

**PASSED AND APPROVED THIS 17<sup>th</sup> DAY OF JUNE 2020.**

\_\_\_\_\_  
Clay R. Koplin, Mayor

ATTEST:

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk





**Agenda Item 15**  
**City Council Meeting Date: 6/17/2020**  
**City Council Communication Form**

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**FROM:** Susan Bourgeois, CMC, City Clerk  
**DATE:** 06/10/2020  
**ITEM:** Emergency Ordinance 1189  
**ACTION:** Adopting Recovery Plan and ratifying EO 2020-09

---

<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Motion
<input type="checkbox"/> Resolution	<input type="checkbox"/> Information

---

- I. **REQUEST OR ISSUE:** City Attorney has created a comprehensive recovery plan for the City as we emerge from the COVID-19 emergency. The Orange alert allows us to quickly respond by reverting to Community Outbreak rules if ICT determines the necessity.
- II. **RECOMMENDED ACTION:** adoption of Emergency Ordinance 1189
- III. **FISCAL IMPACTS:** could be economic impacts if the City closes businesses again due to a COVID outbreak in Cordova
- IV. **BACKGROUND INFORMATION:** comprehensive appendices included in the packet and D & E are available on City website
- V. **LEGAL ISSUES:** City Attorney has put this forward and it meets legal guidelines, it is an emergency ordinance so will be adopted with a public hearing and only one reading
- VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** none anticipated
- VII. **SUMMARY AND ALTERNATIVES:** Council could vote down the ordinance, refer it to staff or suggest amendments that are not substantial enough to trigger another reading

**CITY OF CORDOVA, ALASKA  
EMERGENCY ORDINANCE 1189**

**AN EMERGENCY ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA,  
ALASKA ADOPTING THE CITY OF CORDOVA COVID-19 RECOVERY PLAN, AND  
RATIFYING EMERGENCY ORDER 2020-09**

**WHEREAS**, the City recently extended the state of emergency through August 19, 2020 but is also making efforts to ensure that business operations are able to resume as quickly as responsible in light of the COVID-19 outbreak within the State of Alaska and the City; and

**WHEREAS**, the City Manager has authority to implement temporary rules and procedures regarding City government organization and operations during an emergency under the City's Emergency Operation Plan but has presented Emergency Order 2020-09 and its proposed revisions to COVID-19 Emergency Rules to Council to ensure public commentary and Council guidance regarding the revisions before adoption; and

**WHEREAS**, Council is eagerly moving towards recovery but wants to ensure that the City has a comprehensive recovery plan that allows the City to quickly protect its residents and visitors from a future "localized" COVID-19 outbreak.

**NOW, THEREFORE, THE CITY OF CORDOVA ORDAINS:**

**Section 1. Ratification.** Council hereby ratifies Emergency Order 2020-09, which is incorporated into this Emergency Ordinance as it appears in Exhibit A.

**Section 2. Recovery Plan Adoption.** Council hereby adopts the City of Cordova COVID-19 Recovery Plan in substantially the same format as attached to this Emergency Ordinance as Exhibit B.

**Section 3. Codification.** This ordinance is an emergency ordinance, is not permanent in nature, and shall not be codified.

**Section 4. Effective Date.** This ordinance shall take effect on the day it is enacted and shall remain in effect until it is repealed by Council or the declaration of emergency regarding COVID-19 expires without renewal.

Public Hearing and only reading: June 17, 2020

**PASSED AND APPROVED THIS 17<sup>th</sup> DAY OF JUNE 2020.**

\_\_\_\_\_  
Clay R. Koplin, Mayor

ATTEST:

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

[Affirmative vote of 5 Council members required for passage]

Exhibit A to Ord 1189

EMERGENCY ORDER 2020-09

**AN EMERGENCY ORDER REPEALING CORDOVA EMERGENCY COVID-19  
RULE 17 ENTITLED “LOCAL MEDICAL ASSESSMENT” AND INCORPORATING  
THE CITY OF CORDOVA “ORANGE ALERT” RULES ADOPTED VIA THE  
CORDOVA COVID-19 RECOVERY PLAN**

**WHEREAS**, City Council adopted the City of Cordova COVID-19 Recovery Plan;  
and

**WHEREAS**, the Cordova Recovery Plan adopts the State of Alaska Reopen Alaska Responsibly Plan but authorizes the Incident Command Team, with substantial input by the Incident Management Team Medical Unit of Medical Directors (“Cordova Medical Team”) to trigger a Code “Orange Alert” in the event additional local protections and restrictions are needed to combat COVID-19; and

**WHEREAS**, the authority to trigger “Orange Alert” status and implement more restrictive social distancing and business operation rules eliminates the need to delay local implementation of revisions and repeals to the Alaska public health mandates,

Section 1. Amendment to COVID-19 Emergency Rule 16. City Manager Helen Howarth, in collaboration with Mayor Clay Koplin and Cordova’s Emergency Operations Center, hereby repeals Rule 17 entitled “Local Medical Assessment” and amends Rule 16 entitled “Public Health Mandate Compliance” as follows (new language highlighted and bolded):

**Rule 16. Public Health Mandate Compliance.** All individuals and entities shall comply with all COVID-19 State of Alaska public health mandates. **In the event the City Manager issues an “Orange Alert,” all individuals entering the City must comply with the City’s “Community Outbreak Rules” while the “Orange Alert” remains in effect. While in effect, the City’s Community Outbreak Rules preempt any other less-restrictive local or state rules regarding social distancing or business operations.**

Section 2. All the Emergency COVID-19 Rules shall remain in effect until repealed by City Council or the City Manager. In the event the declared state of emergency is repealed, the rules will automatically terminate on the effective date of that repeal.

Section 3. This Emergency Order 2020-09 and the revisions to Rule 16 adopted within it shall be effective at 8:00am on June 18, 2020. This Order shall be posted on the City website and the City Clerk shall provide City Council members notice of this Emergency Order 2020-09 and the revisions to the COVID-19 Emergency Rules within five (5) days of their adoption.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Helen Howarth  
City Manager

# **CITY OF CORDOVA**

## **DRAFT COVID-19 RECOVERY PLAN**

*Presented to Council June 17, 2020*

**This document is a working draft. The Cordova City Council and Cordova City Administration are working together to create a plan that protects City residents and visitors from COVID-19 to the greatest extent possible while preserving the economic well-being of City businesses and residents. This Plan includes proposed rules and metrics adapted from other communities, the State of Alaska, and other Alaska government agencies as well as procedures and rules unique to Cordova. The purpose of this Draft Plan is to provide Council, the Administration, and members of the public a starting place in developing a COVID-19 recovery plan that incorporates commentary, insight, and guidance from the Cordova community as a whole.**

## **CORDOVA'S COVID-19 RECOVERY PLAN**

The City of Cordova has actively monitored the COVID-19 outbreak in the State of Alaska and established a rigorous response to prevent local spread.

Cordova's Incident Management Team has been tasked with protecting the health and safety of the community from impacts of the COVID-19 pandemic. The Team recognizes that any and all protective measures come at a cost and the Team must ensure that any cost is a necessary one.

City acknowledges that social distancing restrictions separate friends and loved ones in times of need. Limitations on business operations have very real economic consequences for local businesses and industries that form Cordova's cornerstones. Personal sanitation and hygiene mandates may interfere with an individual's personal autonomy and freedom of choice.

Governor Dunleavy's "Reopen Alaska Responsibly Plan" articulates a path towards reopening the State's economy with strong protective measures. The Governor's plan is intended to be enacted by all communities in Alaska but acknowledges that local jurisdictions may need to implement more restrictive rules based upon unique local risks and available resources.

Cordova's Plan ensures that the City's response to COVID-19, both in the short and long term, is medically based, flexible and adaptable, and narrowly tailored. Additionally, the Plan is designed to be easily understood by and communicated to Cordova community members and visitors. The Plan ensures that to the greatest extent possible, local mandates mirror State mandates but that local needs are considered first and foremost at all times.

Cordova's Plan adopts easy to follow rules that are based upon: (1) medical and epidemiological data regarding COVID-19; and (2) the City's resources to prepare and respond to a COVID-19 outbreak.

### **THE STATE APPROACH: A 5-STEP SYSTEM TO RECOVERY**

The State Plan anticipates a 5-phase climb to recovery for Alaska. In order to climb from one phase to the next, the State's emergency management team, led by Governor Dunleavy, will employ a color-coded status - red, yellow or green - to indicate whether it's safe to move forward to a less restrictive phase or if a "roll-back" to red is needed. While the State has not yet identified each phase of its Plan, The State Plan establishes four basic metrics that will be tracked by Alaska Department of Health and Social Services (DHSS) in determining when to move forward or "roll back." The Four Basic Metrics are as follows:

1. *Epidemiology* : Tracking disease trends and trend forecasting.
2. *Testing* : Monitoring overall testing volume and changes in the percentage of positive tests at the community, regional, and statewide levels. Ensuring fast turnaround of tests and reporting of results. The goal is to maintain COVID-19 positive tests at less than one per one thousand.
3. *Public health capacity* : Monitoring cases and conducting necessary contact investigations for positive cases.
4. *Health care capacity* : Ensuring hospitals have adequate capacity and supplies (such as PPE and ventilators) to care for COVID-19 patients and other patients needing urgent care.

## TAILORING THE STATE'S APPROACH TO THE CITY: CLIMBING TO RECOVERY

In this Plan, the City adopts the State's four metrics and five phase approach to recovery. To this end, the City's COVID-19 Rules have been revised to impose lock-step social distancing restrictions with the State while also maintaining local requirements regarding the submission of plans and protocols to local authorities, local business postings, and mutual aid agreements. These postings and submissions ensure that the City, its residents, and its visitors have the information needed to ensure the public's awareness and compliance with State mandates.

Although the City embraces the State Plan, it also recognizes the need to provide the Incident Management Team the flexibility to respond when the local situation worsens but State COVID-19 metrics remain unchanged. To this end, the City Plan adopts the State's red, yellow, and green alerts but adds an "orange alert." The local "Orange Alert" ensures the City can "roll back" reopening efforts in the event the City's metrics fall out of line with the State. In an effort to ensure that every citizen and visitor knows exactly what local rules apply in each recovery phase, the City has revised its rules to eliminate any provisions more restrictive than those adopted by the State in the City's COVID-19 Recovery Rules<sup>1</sup> and to adopt COVID-19 "Community Outbreak Rules." The City's COVID-19 Community Outbreak Rules will only become effective when the City Manager, in collaboration with the Incident Command Team, declares an "orange alert," triggering the need for the implementation of stricter restrictions on the local level. These rules "rollback" to social distancing and business operation restrictions previously imposed by the State of Alaska and/or the City.

### CORDOVA'S CODE "ORANGE ALERT"

#### *When and How is Cordova's "Orange Alert" Triggered?*

The City's "Orange Alert" Rules will be triggered when one or a combination of the following occurs:

1. *Epidemiology* : A review of COVID-19 trends and trend forecasting suggests that there is an increase in the transmission of COVID-19 in Cordova or a substantial increase in neighboring communities within Cordova's industry markets, fisheries or transportation lines that has not triggered a change in the State's alert level.
2. *Testing* : The City's testing capacity diminishes or testing becomes unavailable at the community level. At the time this Plan was adopted, there was one positive COVID-19 case reported in Cordova. The State's goal for testing is to maintain COVID-19 positive tests at less than one per 1,000. While Cordova's size does not lend itself to analysis under the State goal, the City's goal is to ensure it has appropriate testing capabilities to detect COVID-19 in the City and take steps to curb its spread before the pandemic overwhelms the City's limited medical resources. Accordingly, the City will rely upon recommendations from the State and its Incident Management Team Medical Unit of Medical Directors ("Cordova Medical Team") in assessing the testing capacity and availability and the impact of such capacity and availability on the City's response to COVID-19.

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<sup>1</sup> The COVID-19 Revised Rules retains posting and filing as well as facial covering and mutual aid agreement requirements to ensure the City and the public have the tools and information necessary to monitor compliance with State mandates and best practices.

## Exhibit B to Ord 1189

### 3. *Public health capacity*

The City's public health capacity is significantly impacted by the commercial fishing industry and the influx of intrastate and interstate workers and visitors at certain periods. During these periods, any COVID-19 positive test may warrant temporary imposition of greater social distancing restrictions, depending upon the conditions and circumstances surrounding the positive COVID-19 result.

### 4. *Health care capacity*

The City's limited ability to care for COVID-19 patients alongside other patients reaches its limited capacity or the City exhausts or is at risk of exhausting its minimal PPE supplies. This "local metric analysis" will be conducted by the Incident Command Team and shall include substantial input from the Cordova Medical Team.

## **CORDOVA'S CODE "ORANGE ALERT"**

### *Once "Code Orange" is Triggered, How Does it Work?*

In the event the City Manager declares an "Orange Alert," she will work with the Incident Command Team to:

1. Post Notice on the City website and in at least three other City locations that the COVID-19 Alert Status is "LOCAL ORANGE";
2. Post a copy of the "Community Outbreak Rules" and the effective date and time of these rules on the City website;
3. Send the Notice electronically or via hand delivery to Council members within 24 hours of issuing the declaration. No more than five days after the City Manager declares "Orange Alert" status, City Council shall hold an emergency meeting and shall approve or deny the declaration of "Local Orange" status;
4. The Council meeting regarding "Orange Alert" status shall include a telephonic or videoconference public hearing in which members of the public may sign-up to comment on the City's declaration of a "Local Orange" alert and/or implementation of the Community Outbreak Rules;
5. Notice of the "Orange Alert" status and the reasons for the deviation from the State's code level will be sent to the State of Alaska; and
6. If practicable, the City will notify all businesses registered with the City of the "Orange Alert" status and provide a copy of the "Community Outbreak Rules."  
"The Community Outbreak Rules" or "Orange Alert Rules" shall be submitted to Council for review and approved by Council before or contemporaneously with the adoption of this Recovery Plan. Unlike promulgated City COVID-19 Rules, Council may amend, revise or supplement the Community Outbreak Rules. Any Council revisions or amendments to the Community Outbreak Rules must be reviewed by the City Attorney for legality before becoming effective.

**APPENDICES**

There are numerous documents attached to this Plan in the appendices. While some of these documents are included for informational purposes only, Appendix A, Appendix B, and Appendix C are all incorporated into this Plan. Any updates to Appendices A-C should result in an update to this Plan to reflect and incorporate those revisions.

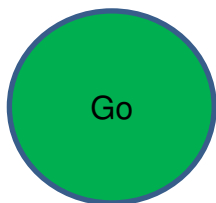
- Appendix A: Cordova's Color-Coded System
- Appendix B: Cordova's Revised Temporary COVID-19 Emergency Rules
- Appendix C: Cordova's "Community Outbreak" or "Orange Alert" Rules
- Appendix D: Municipal Resources Regarding Alaska's COVID-19 Recovery
- Appendix E: State Resources Regarding Alaska's COVID-19 Recovery



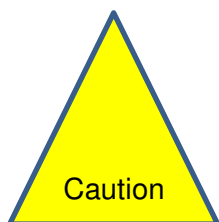
## **APPENDIX A**

### **City of Cordova Color-Coded Alert System**

## UNDERSTANDING CORDOVA'S COVID-19 ALERTS



**GO:** If we are seeing downward trends and all is going well, we will methodically move to **lift restrictions**. Cordova follows the State's lead after the Cordova Medical Team and City Council confirms transition is justified using metrics recommended by the State of Alaska.



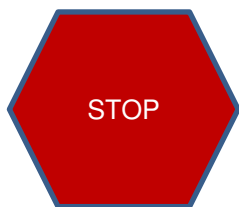
**PROCEED WITH CAUTION:** If the situation is stable or we are seeing a slow increase in cases, we may ask for **voluntary measures to flatten the curve**. Cordova follows the State's lead after the Cordova Medical Team and City Council confirms transition is justified using metrics recommended by the State of Alaska.

### LOCAL OUTBREAK ALERT

#### *Local Community Outbreak Rules Triggered*



- 1) Consistent or rapid increase in cases within the City;
- 2) Consistent or rapid increase in cases in a community in the City market or a community with direct lines of transportation with the City; or
- 3) The City is running out of capacity to care for COVID-19 patients.



**STOP:** If we are seeing a consistent or rapid increase in cases or if we think we are running out of capacity to care for people with COVID-19 (regardless of the trend in cases), then we will need to **reinstate some restrictions**. Cordova follows the State's lead after the Cordova Medical Team and City Council confirms transition is justified using metrics recommended by the State of Alaska.

## **APPENDIX B**

### **City of Cordova Temporary Emergency COVID-19 Rules**

## **CITY OF CORDOVA TEMPORARY EMERGENCY COVID-19 RULES**

### **June 18, 2020**

*The following are the Cordova Temporary Emergency COVID-19 Rules as reenacted by the City effective 8:00am June 18, 2020. These rules will be updated by emergency order and all emergency orders issued by the City are posted on the City website. Please be aware that some previously enacted rules have been renumbered or moved but remain in effect. If you have any questions regarding the application of these rules to you, your business or the community as a whole please email [cordovaprepared@yahoo.com](mailto:cordovaprepared@yahoo.com).*

**Rule 1. Electronic City Council Meetings.** Any regular or special meetings of the City Council may be conducted via electronic means, including audio or video conference and the Mayor may chair these meetings via electronic presence, unless the Mayor determines that a meeting must be conducted at City Hall and that doing so does not pose a risk to the public health, safety, and welfare. The City Clerk shall post telephone number(s) to call into telephonic or video conference meetings on the City of Cordova website and on the written agenda for all regularly scheduled and special meetings. Council shall ensure that reasonable accommodations are made to afford the public a right to be heard telephonically. Telephonic participation by the public is not ideal but is reasonable when weighed against the substantial risk to public health, welfare, and safety posed by group gatherings during the COVID-19 outbreak. In the event the Mayor determines an in-person meeting is necessary and does not pose a risk to public health, welfare, and safety, no more than five (5) members of the public shall enter the same space to make comments at one time. The public may also submit written public comments for all telephonic or video conference Council meetings. The public written comments shall be read into the record during the public comment period at all Council meetings held electronically, except Council work sessions. If written public comments exceed three (3) minutes, the first three (3) minutes of the written comment shall be read during the meeting. Written comments must include the name of the contributor in order to be read publicly during telephonic or video conference meetings. Current time limits placed on public comments and testimony shall apply to telephonic and written public comments submitted under this rule. The City must continue to comply with meeting attendance and scheduling requirements under the Cordova Municipal Charter Section 2.7.

**Rule 2. Council Meeting Notice and Packet Materials.** The City Clerk shall provide the public and media notice that is reasonable under the circumstances for all emergency special meetings held by Council. All special meetings and agenda items shall be posted on the City website no less than six (6) hours before a special meeting. Failure to post the meeting materials shall not invalidate the actions taken by Council during an emergency meeting if Council states the reason for the failure to post adequate notice or provide materials and clearly finds that the notice and material access provided during the meeting was sufficient and reasonable in light of the emergency circumstances underlying the meeting.

**Rule 3. Meetings of Boards and Commissions.** The City Manager may cancel meetings of any board or commission if she finds that cancellation is necessary to protect public health, safety, and welfare. Any such cancellation shall automatically extend such deadlines for required actions by such board or commission as is specified in the cancellation notice. All board and commission meetings may be held electronically in the same manner proscribed for Council meetings in Rule 1.

**Rule 4. Suspension of All Non-Essential Meetings and Agenda Items.** All non-essential government meetings maybe postponed until the declared state of emergency regarding COVID-19 is repealed or expires. Non-essential action items may also be postponed until the declared state of emergency regarding COVID-19 is repealed or expires. unless doing so would pose substantial financial harm on the City or another party. Any person objecting to the postponement of an action item may notify the City Manager in writing regarding his or her objection. The City Manager shall review any written objections received and shall determine if the objection warrants consideration of an action item by Council or the appropriate commission or board before the expiration or repeal of the declaration of emergency. The City Manager shall notify the Mayor of all written objections received and her determination. Upon receipt of a written objection, City Council may override the City Manager's decision to postpone an action item.

**Rule 5. Licensed or Permitted Activities.** The City Manager may suspend licenses or permits for special events or any other licenses or permits issued by the City which in the judgment of the City Manager could impact the public health or well-being of residents or visitors to the community and suspension of such licenses or permits is not prohibited by State of Alaska law or mandate.

**Rule 6. Personnel Policies.** The City Manager may adjust any personnel policies related to leave time, other benefits or terms and conditions of employment as are reasonably related to providing sufficient staffing during the term of the emergency while protecting City employees and the community from COVID-19.

**Rule 7. Bargaining Units.** The City Manager is hereby authorized to enter into such temporary agreements, including memoranda of understanding with the City's bargaining units in order to promote the provision of City services and the health and safety of the public and employees during the emergency.

**Rule 8. City Facilities.** The City Manager may close City facilities or limit hours of operation as is reasonably required to protect the health of the public and employees of the City.

**Rule 9. Local Business Protective Measures and Policies.** All businesses open to more than five (5) customers at one time at a physical site within the City shall post a “COVID-19 Protective Measures and Policies” on-site detailing the measures taken by that business to protect employees and customers from COVID-19 exposure. Businesses subject to this requirement shall file a copy of their COVID-19 Protective Measures and Policies with the City’s Incident Management team at [forms@cityofcordova.net](mailto:forms@cityofcordova.net) no more than five (5) working days after the effective date of these rules or within five days of resuming operations. COVID-19 Protective Measures and Policies must include:

1. Notice of any limits on the number of individuals permitted on-site at a given time;
2. Identification of healthcare and sanitization measures taken to minimize the exposure of customers and employees to COVID-19; and
3. Description of a means for individuals in quarantine to obtain essential personal goods from the local business and a telephone number or website where these individuals can place an order for such goods. Businesses may prohibit entry of quarantined individuals from their premises and offer delivery or establish a pick-up location for orders of essential personal goods sold by the business, but may not ban individuals from obtaining such goods because the individual is subject to quarantine; and
4. A telephone number or email address of the individual owner, manager or his or her designee so that persons may report violations of the business’s protective measures and policies.

Businesses may post a State of Alaska COVID-19 mitigation plan in place of the COVID-19 Protective Measures and Policies so long as the mitigation plan contains the information required in this rule. An example “COVID-19 Protective Measures and Policies” is available on the City website.

**Rule 10. Medical Quarantine.** Individuals under a healthcare quarantine order or an individual testing positive for COVID-19 must comply with all medical quarantine orders or requirements imposed by the State of Alaska. Individuals subject to a State of Alaska medical quarantine order must notify a healthcare provider that the individual is under medical quarantine or has tested positive for COVID-19 before making any physical contact with that healthcare provider or entering the provider’s premises. Each day constitutes a separate violation under this rule punishable by a fine of up to \$500.

**Rule 11. Mutual Aid Agreements.** Individuals and businesses engaged in commercial operations, sales or services physically located within the City must enter into a Mutual Aid Agreement with the City. This rule applies to vessel owners engaged in commercial fishing operations, sport fishing charters, and sightseeing excursions. It also applies to retail stores, grocery stores, liquor stores, lodging facilities, hair salons, personal care service providers, restaurants, air charter operations, and all other commercial operations, sales or services within the City. This agreement identifies the measures taken by the City to protect the community and the protections provided by the operator to prevent the spread of COVID-19 amidst the operator's employees and customers and within the Cordova community at large. The Mutual Aid Agreement is available on the City website and should be completed and submitted to the City within five (5) days of the effective date of this rule. Individuals or entities subject to this rule operating an independent commercial vessel should complete the 'Vessel Mutual Aid Agreement.' Individuals or businesses subject to this rule but operating within the City after the effective date of this rule should submit a mutual aid agreement within 72 hours of initiating operations within the City or its waters. Individuals and businesses subject to this rule but covered by a State of Alaska approved Critical Workforce Protocol may file their protocol in place of a Mutual Aid Agreement along with the "City of Cordova Local Acknowledgement Form," which is a written statement agreeing to comply with the terms and requirements of that protocol while in the City or its waters. The City of Cordova Local Acknowledgement Form and the Model Business and Vessel Mutual Aid Agreements are available on the City website. The City Manager may accept a proposed mutual aid agreement or state protocols submitted in place of a mutual aid agreement or may request additional protocols or procedures be implemented before executing such an agreement. No mutual aid agreement shall require either party to violate state or federal law or the Cordova Municipal Charter.

**Rule 12. Payment Deferrals.** The City Manager, upon the recommendation of the Finance Director, is hereby authorized to extend deadlines for payment related to any amounts due and owing to the City.

**Rule 13. Commercial Operations COVID-19 Document Submission.** All businesses or individuals engaged in the sale of goods or services in this City or conducting commercial operations within the City shall file with the City:

1. Any protocol, acknowledgement form or plan regarding COVID-19 submitted to the State of Alaska, the United States Coast Guard or any other agency, branch or department of the federal government;
2. Any memorandum of understanding or agreement regarding COVID-19 executed by and between the business or individual and the State of Alaska or the federal government; and
3. Any enforcement orders or notices of violation involving COVID-19 filed against the individual or business by a government or military entity, including the Department of Health and Human Services and the United States Coast Guard.

Submissions required under this rule must be received by the City no more than five (5) working days after the effective date of these rules or within 72 hours after the business or individual reasonably foresees that he, she or it will operate or engage in the sale of goods or services within the City while these rules are in effect. Submissions under this rule should be emailed to the City's Incident Management team at [forms@cityofcordova.net](mailto:forms@cityofcordova.net). A business or individual may be exempt from submitting a document under this rule if the government entity issuing or executing the document provides the City with a written statement identifying the document as confidential and confirming that the City cannot require production of the document.

**Rule 14. Native Village of Eyak Representation and Assistance.** The Mayor shall appoint at least one representative from the Native Village of Eyak to the Emergency Management Organization. The City Council and the Native Village of Eyak Tribal Council shall hold joint meeting(s) to discuss COVID-19 impacts on all residents and visitors to Cordova, including but not limited to NVE tribal members. The City Manager shall have authority to enter into agreements with the Native Village of Eyak to ensure the sharing of resources, knowledge, and information. These agreements shall become effective upon execution by both parties.

**Rules 15. Facial Coverings.** Except as otherwise provided in this rule, all individuals in Cordova must wear a mask, bandanna or other type of cloth protective covering over their nose and mouth when social distancing of at least six feet from another individual is not possible. Individuals under the age of four, individuals with trouble breathing, and individuals with a medical condition that prevents them from wearing a facial covering are exempt from this rule. Facial coverings need not be worn in the following circumstances:

1. An individual is alone or within six feet of only members of his or her household;
2. An individual is eating or drinking in compliance with State of Alaska public health mandates; or
3. An individual is receiving lawful services that cannot be adequately performed while the service provider or the recipient is wearing a mask.



**Rule 16. Public Health Mandate Compliance.** All individuals and entities shall comply with all COVID-19 State of Alaska public health mandates. In the event the City Manager issues an “Orange Alert,” all individuals entering the City must comply with the City’s “Community Outbreak Rules” while the “Orange Alert” remains in effect. While in effect, the City’s Community Outbreak Rules preempt any other less-restrictive local or state rules regarding social distancing or business operations.

**Rules 17-19. Reserved for the adoption of future rules.**

**Rule 20. Penalties.** Any violation of these rules shall constitute a violation of a Cordova emergency mandate and may be punishable by a fine of up to \$500. Each day of a violation of these rules constitutes a separate and distinct violation subject to a fine of up to \$500. The City also reserves the right to enforce the State of Alaska Health Mandates to the fullest extent permitted by law.

## **APPENDIX C**

### **City of Cordova “Code Orange” Community Outbreak Rules**

#### **Former State of Alaska Public Health Mandate No. 11**

## **CITY OF CORDOVA “CODE ORANGE” COMMUNITY OUTBREAK RULES**

These “Community Outbreak Rules” were adopted by Cordova City Council via Emergency Ordinance 1189 on June 17, 2020. These rules **only** go into effect when the City Manager declares a “Code Orange” in Cordova in compliance with the City COVID-19 Recovery Plan. During all other recovery phases, the City’s Emergency COVID-19 Rules and the State of Alaska Health Mandates apply. To the extent State of Alaska health mandates are in effect that impose stricter restrictions or requirements, all those mandates shall apply.

**Rule O-1. Reversion to State Strict Social Distancing and Travel Mandates.** All individuals entering the City and all private facilities operating within the City must comply with State of Alaska Public Health Mandate 11 as it was issued March 27, 2020 (“Original State Health Mandate 11”) and attached to these rules. Except as otherwise required in these Community Outbreak Rules, facilities and individuals shall continue to comply with all other State of Alaska Public Health Mandates that are not in direct conflict with Original State Health Mandate 11.

**Rule O-2. Medical Quarantine.** Individuals under a healthcare quarantine order or an individual testing positive for COVID-19 must:

1. Stay in his or her place of residence or lodging for the period of time specified in the quarantine order or for a minimum of 14 days from the date of a positive COVID-19 test if no quarantine order has been issued; and
2. Notify a healthcare provider that the individual is under medical quarantine or has tested positive for COVID-19 before making any physical contact with that healthcare provider or entering the provider’s premises.

An individual subject to this rule may NOT leave his or her residence to attend work, obtain supplies, engage in physical exercise or any activity except as permitted by State of Alaska health mandate or permitted within the medical quarantine order issued to that individual. The City shall not physically force individuals into quarantine under this rule but the City shall fine individuals to the maximum extent permitted by law for violations of this rule and may obtain a court order enforcing the quarantine order against the individual. Each individual exit from quarantine constitutes a separate and distinct violation of this rule.

STATE CAPITOL  
P.O. Box 110001  
Juneau, AK 99811-0001  
907-465-3500






550 West Seventh Avenue, Suite 1700  
Anchorage, AK 99501  
907-269-7450

Governor Michael J. Dunleavy  
STATE OF ALASKA

## **\*\* COVID-19 HEALTH MANDATE \*\***

Issued: March 27, 2020

By: Governor Mike Dunleavy   
Commissioner Adam Crum  Alaska Department of Health and Social Services  
Dr. Anne Zink  Chief Medical Officer, State of Alaska

To prevent the spread of Coronavirus Disease 2019 (COVID-19), the State of Alaska is issuing its eleventh health mandate based on its authority under the Public Health Disaster Emergency Declaration signed by Governor Mike Dunleavy on March 11, 2020.

Given the increasing concern for new cases of COVID-19 being transmitted via community spread within the state, Governor Dunleavy and the State of Alaska are issuing the following mandate to **go into effect March 28, 2020 at 5:00 pm and will be reevaluated by April 11, 2020.**

This mandate is issued to protect the public health of Alaskans. The Governor looks to establish consistent mandates across the State in order to mitigate the impact of COVID-19. The goal is to flatten the curve and disrupt the spread of the virus.

The purpose of this mandate is to restrict the movement of individuals within the State of Alaska in order to prevent, slow, and otherwise disrupt the spread of the virus that causes COVID-19.

The State of Alaska and the Alaska Department of Health and Social Services (DHSS) acknowledge the importance of social distancing, while maintaining essential healthcare services, public government services, and other essential business activities, to prevent, slow, and otherwise disrupt the spread of COVID-19 in Alaska. It is imperative that Alaskans heed these guidelines.

### **Health Mandate 011 – Social Distancing**

#### **Effective 5:00 pm March 28, 2020:**

All persons in Alaska, except for those engaged in essential health care services, public government services, and essential business activities, are mandated to remain at their place of residence and practice social distancing. For the purpose of this mandate, social distancing is defined as maintaining a distance of six feet or greater from any individuals with whom you do



not currently reside. Read the **“Mandate 11 & 12 FAQ’s”** for more details, which can be found here: <http://dhss.alaska.gov/dph/Epi/id/Pages/COVID-19/default.aspx>

Critical infrastructure includes those items listed in “Alaska’s Essential Services and Critical Infrastructure” (formerly Attachment A) <https://gov.alaska.gov/wp-content/uploads/sites/2/03232020-COVID-19-Health-Mandate-010-Attachment-A.pdf>

**I. The Governor orders individuals to abide by the following:**

- a. Work from home as much as possible (see Alaska Essential Services and Critical Workforce Infrastructure Order).
- b. Immediately isolate any family member who is ill.  
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-prevent-spread.html#precautions>
- c. Outdoor activity (e.g., walking, hiking, bicycling, running, fishing or hunting) is permitted when a distance of six or more feet can be maintained between individuals not in the same household.
- d. Any individual who exhibits symptoms of illness must not leave their home, including to work, except as necessary to seek or receive medical care.
- e. All individuals shall cease participation in public or private gatherings that include non-household members, regardless of the number of people involved. This includes, but is not limited to, weddings, faith gatherings, graduations, and funeral events.
- f. Individuals experiencing homelessness are exempt from this mandate but are urged to obtain shelter.

**II. The Governor orders the closure of non-essential businesses:**

- a. All businesses within Alaska, except those listed in Alaska Essential Services and Critical Workforce Infrastructure Order, are required to cease all activities at facilities located within the state except Minimum Basic Operations, as defined in Section II(c). For clarity, businesses may also continue operations consisting exclusively of employees or contractors performing activities at their own residences (i.e., working from home).
- b. For purposes of this Mandate, covered businesses include any for-profit, non-profit, or educational entities, regardless of the nature of the service, the function they perform, or corporate or entity structure
- a. **“Minimum Basic Operations”** include the following, provided that employees comply with Social Distancing Requirements as defined in this Section, to the extent possible, while carrying out such operations:
  - i. The minimum necessary activities to maintain the value of the business’s inventory, ensure security, process payroll and employee benefits, or for related functions.
  - ii. The minimum necessary activities to facilitate employees of the business being able to continue to work remotely from their residences.

**III. The Governor orders employers to abide by the following:**

For the latest information on COVID-19, visit [coronavirus.alaska.gov](https://coronavirus.alaska.gov)  
State of Alaska COVID-19 Mandate 011

Page 2 of 3



- a. Businesses providing essential services and critical infrastructure will, to the extent reasonably feasible, take reasonable precautions to ensure the health of their service sector and employees.
- b. Public-facing businesses providing essential services and critical infrastructure will proactively promote social distancing between employees and others, including, but not limited to, expanding delivery options, drive-through services, limiting the number of individuals in a building, clearly spacing lines to keep individuals six feet apart, or making appointment times to minimize interactions between members of the public.
- c. Employers will evaluate which of their employees can feasibly work remotely from home and to the extent reasonable, take steps to enable employees to work from home.

**A violation of a state COVID-19 Mandate may subject a business or organization to an order to cease operations and/or a civil fine of up to \$1,000 per violation.**

**In addition to the potential civil fines noted above, a person or organization that fails to follow the state COVID-19 Mandates designed to protect the public health from this dangerous virus and its impact may, under certain circumstances, also be criminally prosecuted for Reckless Endangerment pursuant to Alaska Statute 11.41.250. Reckless endangerment is defined as follows:**

- (a) A person commits the crime of reckless endangerment if the person recklessly engages in conduct which creates a substantial risk of serious physical injury to another person.**
- (b) Reckless endangerment is a class A misdemeanor.**

**Pursuant to Alaska Statute 12.55.135, a defendant convicted of a class A misdemeanor may be sentenced to a definite term of imprisonment of not more than one year.**

**Additionally, under Alaska Statute 12.55.035, a person may be fined up to \$25,000 for a class A misdemeanor, and a business organization may be sentenced to pay a fine not exceeding the greatest of \$2,500,000 for a misdemeanor offense that results in death, or \$500,000 for a class A misdemeanor offense that does not result in death.**

**This mandate supersedes any local government or tribal mandate, directive, or order.**

## **APPENDIX D**

### **Local Resources Regarding Alaska's COVID-19 Recovery**

36 pages of information available on City website

## **APPENDIX E**

### **STATE OF ALASKA COVID-19 RESOURCES**

122 pages of information available on City website



**AGENDA ITEM 16**  
**City Council Meeting Date: 6/17/20**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Planning Staff  
**DATE:** 6/10/20  
**ITEM:** Resolution 06-20-28 Cordova 2020 Land Disposal Maps  
**NEXT STEP:** Approve Resolution

---

☐ ORDINANCE  
☒ RESOLUTION

☐ INFORMATION  
☐ MOTION

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**I. REQUEST OR ISSUE:** The Land Disposal Maps are updated annually. At this time, the Planning Commission has reviewed the maps and recommended City Council adopt the maps.

**II. RECOMMENDED ACTION / NEXT STEP:** “I move to approve Resolution 06-20-28”

**III. FISCAL IMPACTS:** Land disposals can be a revenue source for the city.

**IV. BACKGROUND INFORMATION:** The descriptions of the map designations and the update policy are on the cover page of the 2020 Land Disposal Maps document, attached.

These maps are meant to be a simple, easy-to-understand resource for the public. In the past, there have been conversations about adding more detail to the maps, but ultimately, staff, the Planning Commission and City Council have kept the maps as easy to understand as possible and have been cautious about making the maps too confusing by adding more detail, designations, or labels.

The 2019 Land Disposal Maps are available on the city’s webpage (under Land Use and Development E-Forms): <http://www.cityofcordova.net/document-central>

**General Changes to the 2019 Land Disposal Maps:**

- Parcel layer has been updated with all new subdivisions.
- Parcel lines more accurate, fixed errors in parcel lines, etc.
- Clarification in ‘Leased’ designation that property may have an option to purchase.



### **Specific Updates by Map Page:**

- Old Town
  - COHO lots removed from maps due to property being sold.
- Whitshed Road
  - Parcel within larger parcel near reservoir changed to ‘Available – Requires Subdivision’ per commission’s discussion in January.
- Odiak Park
  - Property south of the highway adjacent to Eagle Contracting was formerly ‘Not Available.’ A portion of this property was made ‘Available’ when a letter of interest was received a couple months ago. Staff recommend making the larger parcel ‘Available – Requires Subdivision’ as shown in the attached maps.
- Power Creek Road
  - Lot near Skater’s Cabin changed to ‘Leased.’

**1/14/20** – At the Planning Commission Regular Meeting, the commission reviewed the maps and referred them back to staff to get input on the lot shown as ‘Available’ in the shipyard. The following is the pertinent discussion from the unapproved minutes of the meeting:

On the ‘Ocean Dock Subdivision’ map, **Pegau** said that he wanted to make the area ‘Available’ in the shipyard ‘Not Available.’ **Hall** said he likes to see things ‘Available.’ **Bird** said she thought it should only be leased, but she does support making it ‘Not Available’ since there is still a process for someone to pursue if they are interested. **Pegau** verified that the Harbor currently uses the property. **Bird** said she wanted to get advice from the Harbor Commission. The Planning Commission concurred with **Bird**.

**3/5/20** – At the Harbor Commission Special Meeting, there was consensus to leave the area ‘Available.’ From the commission’s unapproved minutes:

Shipyard Land Disposal recommendation: General discussion. Harbor Master would like to add electrical pedestals and expand the available maintenance area. Wiese suggested not selling only leasing. Jones would like to see another shipyard building. Craig questions about possible restrooms and used oil collection areas. General consensus to leave land as available and look into advertising for RFP to expand the shipyard.

**6/9/20** – At the Planning Commission Regular Meeting, the commission approved Resolution 20-01 (attached; not yet signed) with no discussion.

**V. LEGAL ISSUES:** Legal issues should be considered on a property by property basis.

**VI. CONFLICTS OR ENVIRONMENTAL ISSUES:** Conflicts or environmental issues should be considered on a property by property basis.

**VII. SUMMARY AND ALTERNATIVES:** N/A

**CITY OF CORDOVA, ALASKA  
RESOLUTION 06-20-28**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA ADOPTING  
THE 2020 LAND DISPOSAL MAPS**

**WHEREAS**, the City of Cordova's City Manager and City Planner are directed by Cordova Municipal Code Section 5.22.040(B) – The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission; and City of Cordova's Planning Commission is directed by Cordova Municipal Code Section 5.22.040(C) – The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B); and

**WHEREAS**, the Planning Commission and City Council have determined that annually reviewing and recommending the Land Disposal Maps for City Council's approval will enable the City Manager and City Planner to efficiently determine if land is available for purchase, lease, or lease to purchase; and

**WHEREAS**, the Planning Commission and City Council have identified these Land Disposal Maps as the most current and updated version to be used in the land disposal process; and

**WHEREAS**, having annually updated maps will benefit the citizens of Cordova by providing maps for public review.

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the City of Cordova, Alaska hereby adopts the 2020 Land Disposal Maps.

**PASSED AND APPROVED THIS 17<sup>th</sup> DAY OF JUNE 2020.**

ATTEST:

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Clay R. Koplin, Mayor

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Susan Bourgeois, CMC, City Clerk

**CITY OF CORDOVA, ALASKA  
PLANNING COMMISSION  
RESOLUTION 20-01**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA,  
ALASKA RECOMMENDING THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA  
ADOPT THE 2020 LAND DISPOSAL MAPS**

**WHEREAS**, the City of Cordova's City Manager and City Planner are directed by Cordova Municipal Code Section 5.22.040(B) – The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission; and City of Cordova's Planning Commission is directed by Cordova Municipal Code Section 5.22.040(C) – The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B); and

**WHEREAS**, the Planning Commission has determined that annually reviewing and recommending the Land Disposal Maps for City Council's approval will enable the City Manager and City Planner to efficiently determine if land is available for purchase, lease, or lease to purchase; and

**WHEREAS**, the Planning Commission has identified these Land Disposal Maps as the most current and updated version to be used in the land disposal process; and

**WHEREAS**, having annually updated maps will benefit the citizens of Cordova by providing maps for public review.

**NOW, THEREFORE BE IT RESOLVED THAT** the Planning Commission of the City of Cordova, Alaska hereby recommend the City Council of the City of Cordova, Alaska adopt the 2020 Land Disposal Maps.

**PASSED AND APPROVED THIS 9<sup>TH</sup> DAY OF JUNE, 2020**

\_\_\_\_\_  
Tom McGann, Chair

ATTEST:

\_\_\_\_\_  
Leif Stavig, City Planner

# 2020 Land Disposal Maps

Adopted by City Council: ???

## Map Designations

**Available** – Available to purchase, lease, or lease with an option to purchase. Any of these lots may have conditions or special criteria that must be met.

**Available - Requires Subdivision** – These parcels are considered ‘Available.’ These are large parcels of land which would most likely be developed as a subdivision. The disposal process for these parcels is complex and could take a significant amount of time. Many require some or all of the following: city acquiring title to the land from the state, an extensive amount of surveying, or subdivision development agreements. Many of these parcels include city improvements that would not be disposed, such as access roads, water infrastructure, trails, cemeteries, etc.

**Not Available** – These parcels include substandard lots, snow dumps, property with improvements/buildings on them, or other lots used or occupied by the city. The city manager will accept letters of interest from an interested party who requests the property designation be changed to ‘Available,’ however the existing city use of the property will be examined and carefully weighed against the letter of interest.

**Tidelands** – All requests to purchase tidelands will be reviewed by the Planning Commission as they are received. The Planning Commission will make a recommendation on disposing of the tidelands to City Council.

**Leased** – These are parcels currently leased to a business or government entity by the city and are not available during the lease term. There are leases that are short term and renew every two years and others are long term leases with substantial improvements on the property. Some leased property has an option to purchase. When a lease term ends, the property immediately becomes ‘Available.’

## Update Policy

Maps will be updated on an annual basis by the Planning Department staff, reviewed by the Planning Commission, and adopted by City Council. This update process begins each year with updated maps being presented to the Planning Commission in January, but the maps may be modified throughout the year on a case-by-case basis.

For more information on the land disposal process, refer to Chapter 5.22 of the Cordova Municipal Code, or direct your questions to the Planning Department staff.

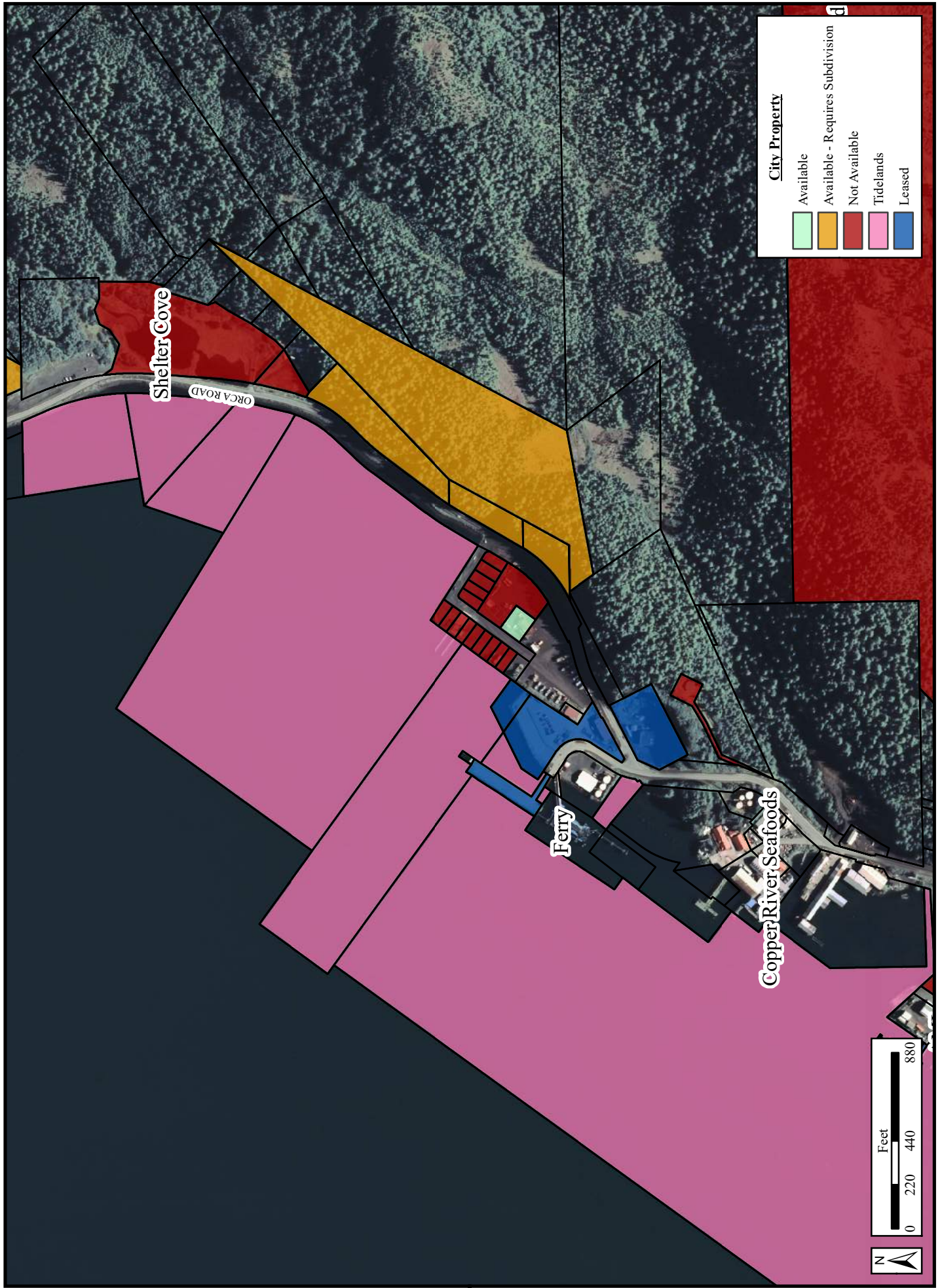


# New England Cannery Road



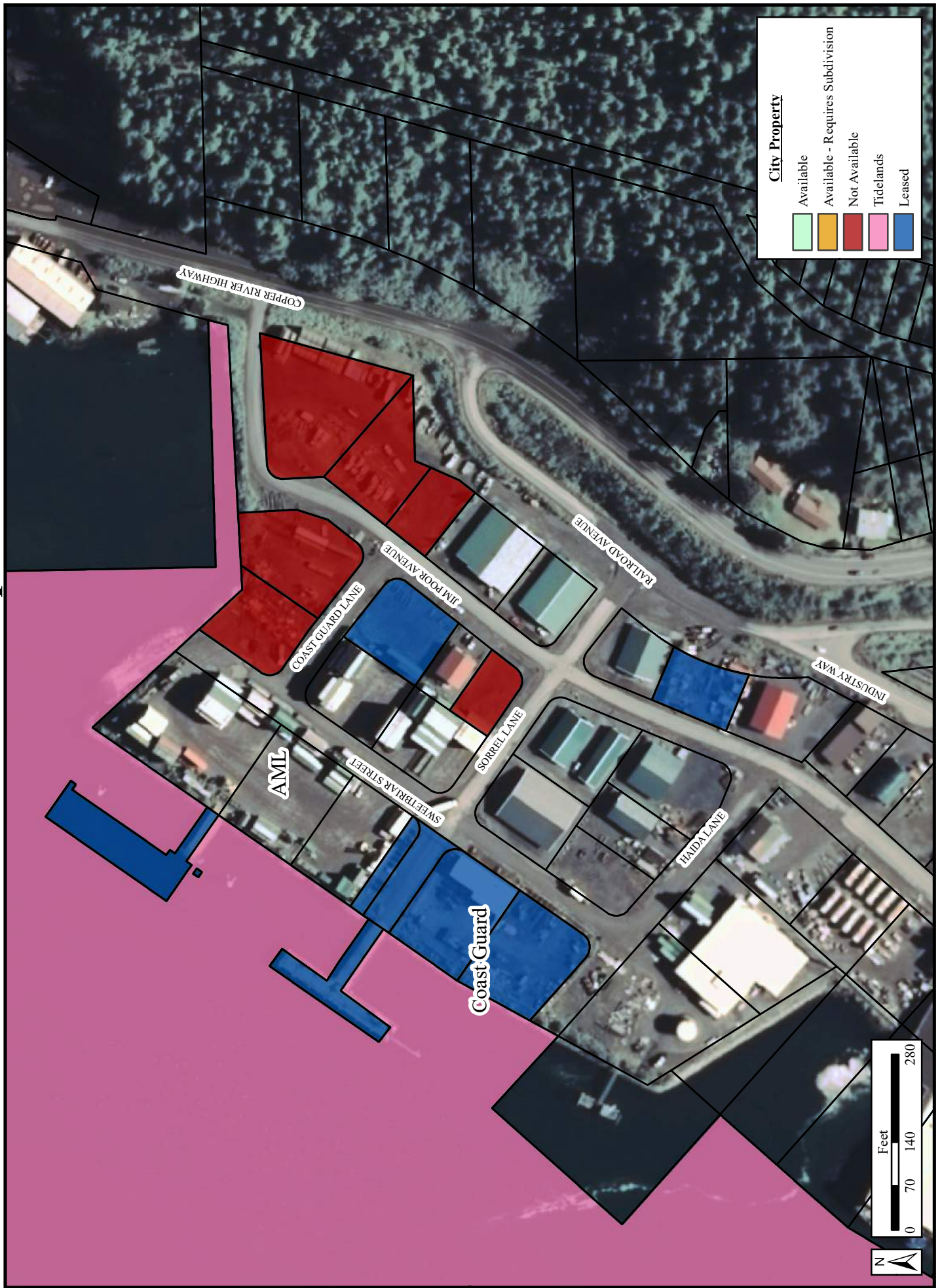


# Ocean Dock Subdivision



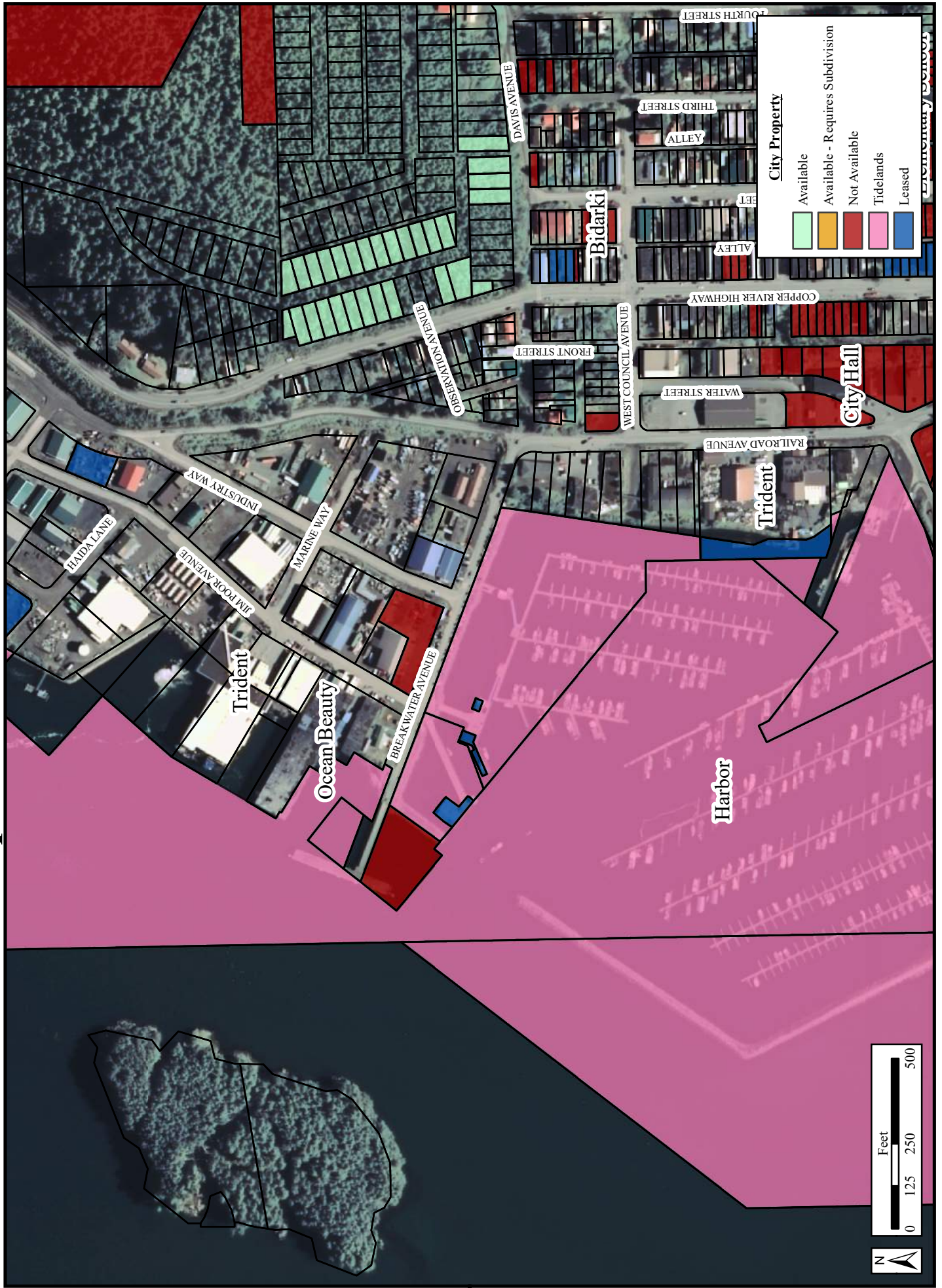


# North Fill Development Park



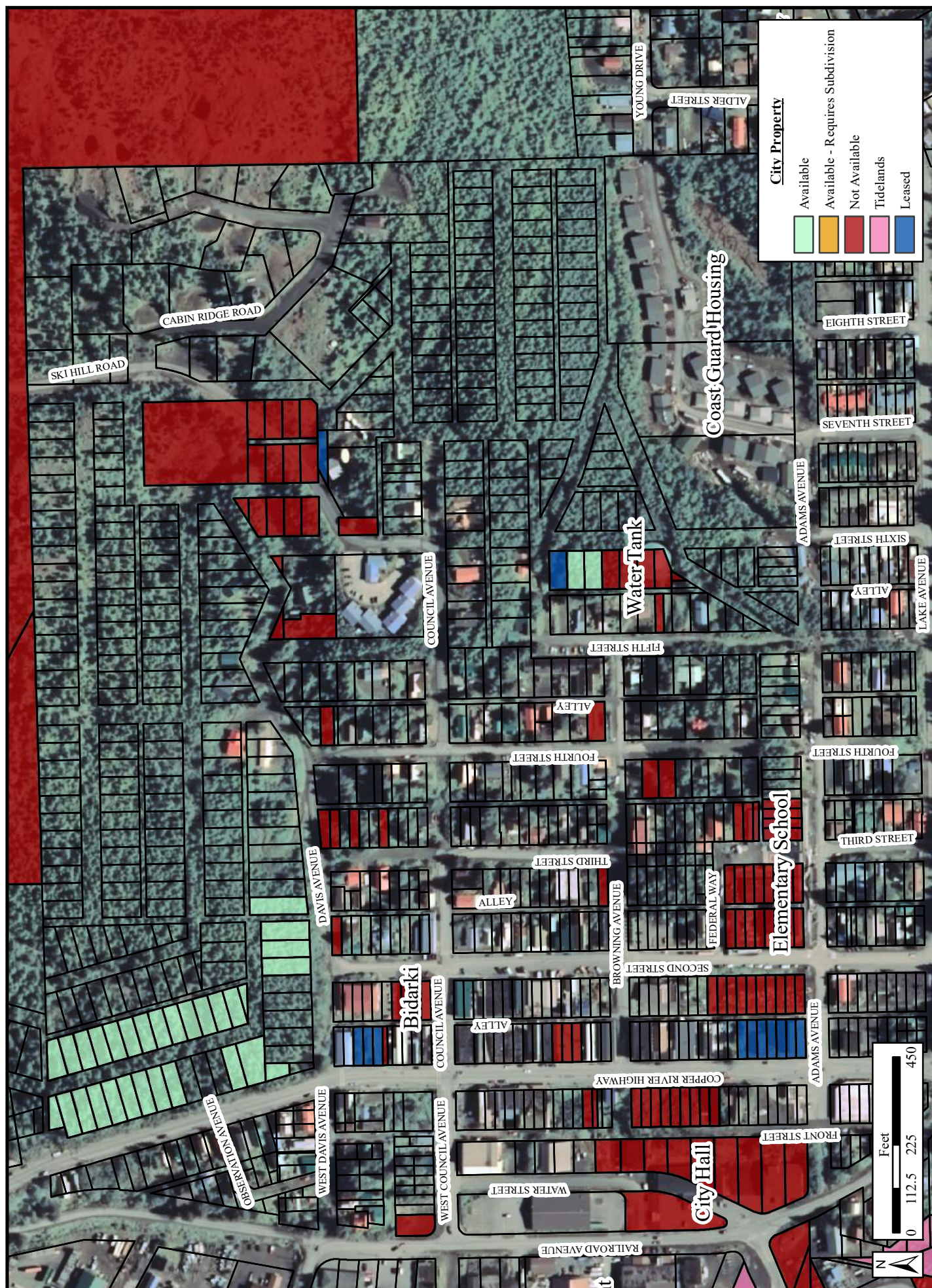


# Tidewater Development Park & Cordova Industrial Park



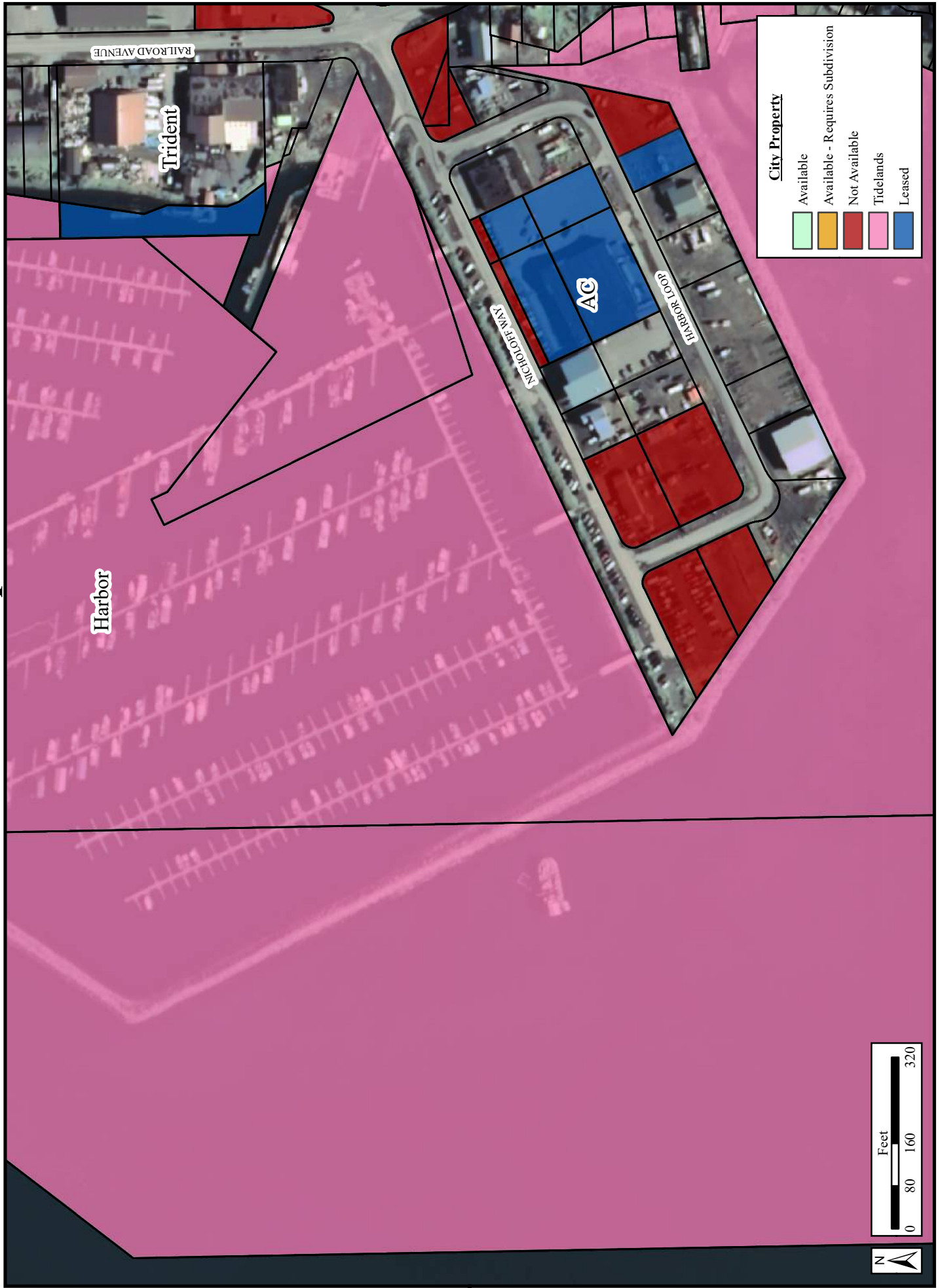


# Old Town

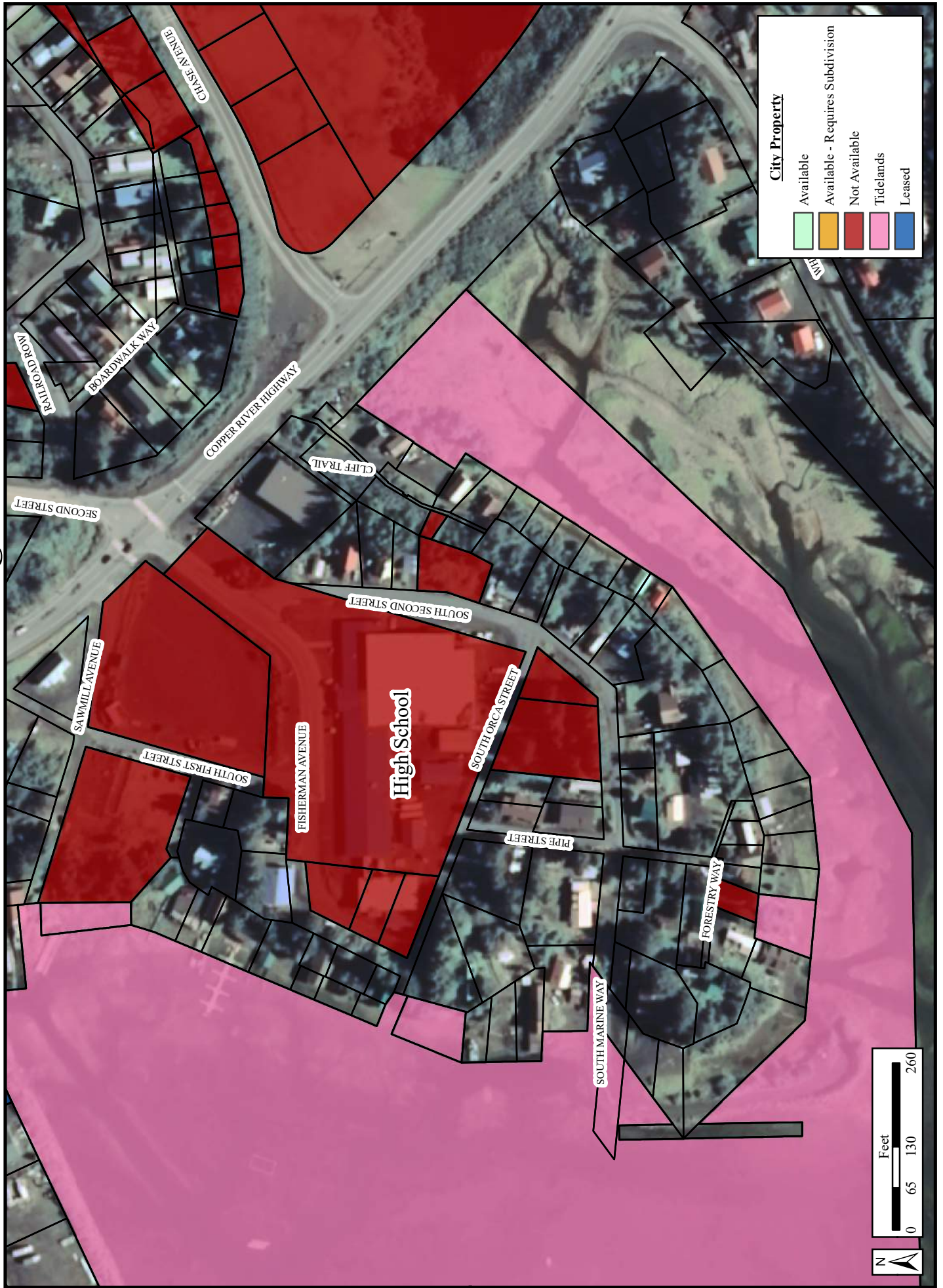




# South Fill Development Park

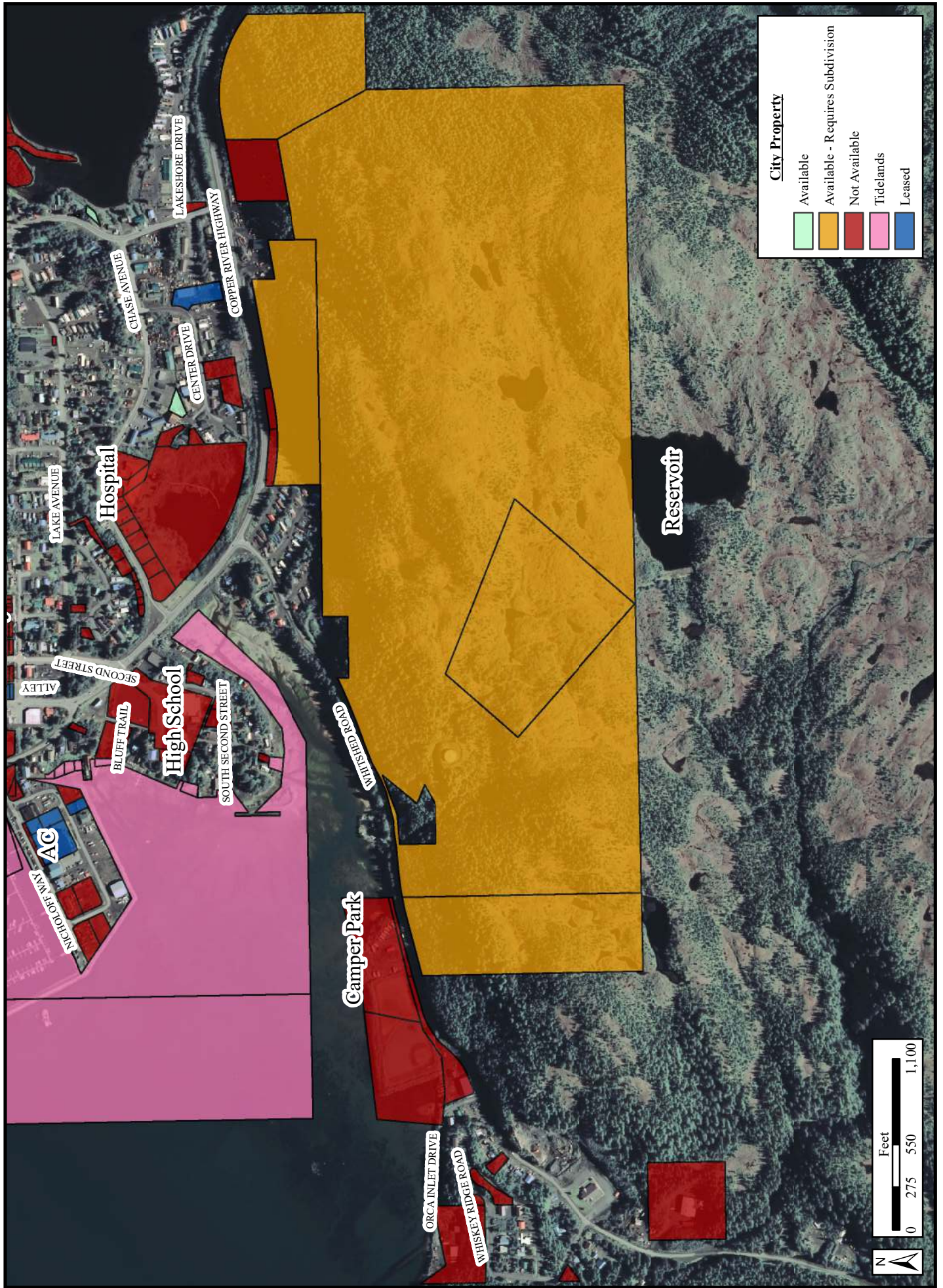


# Odiak Slough



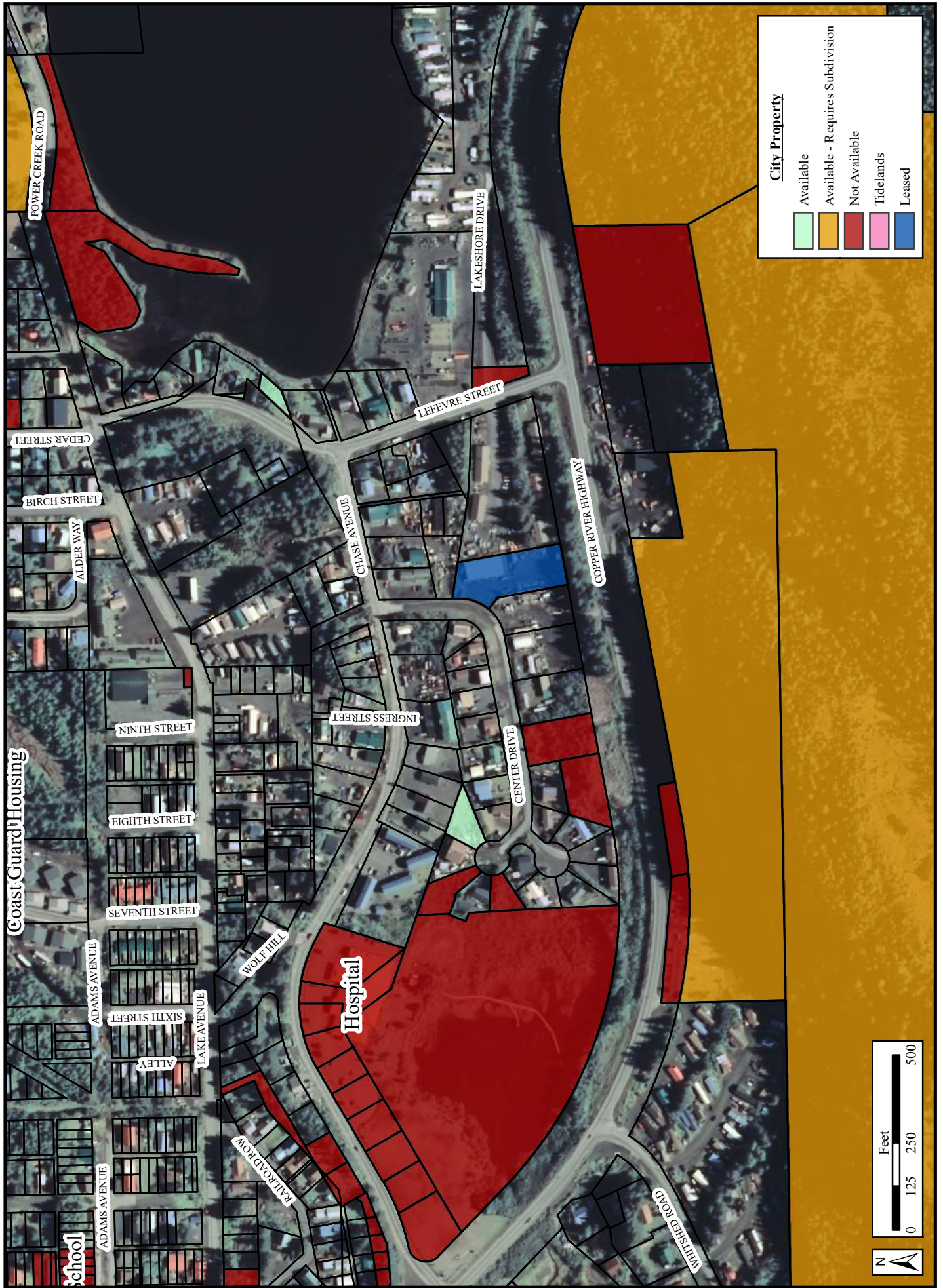


# Whitshed Road



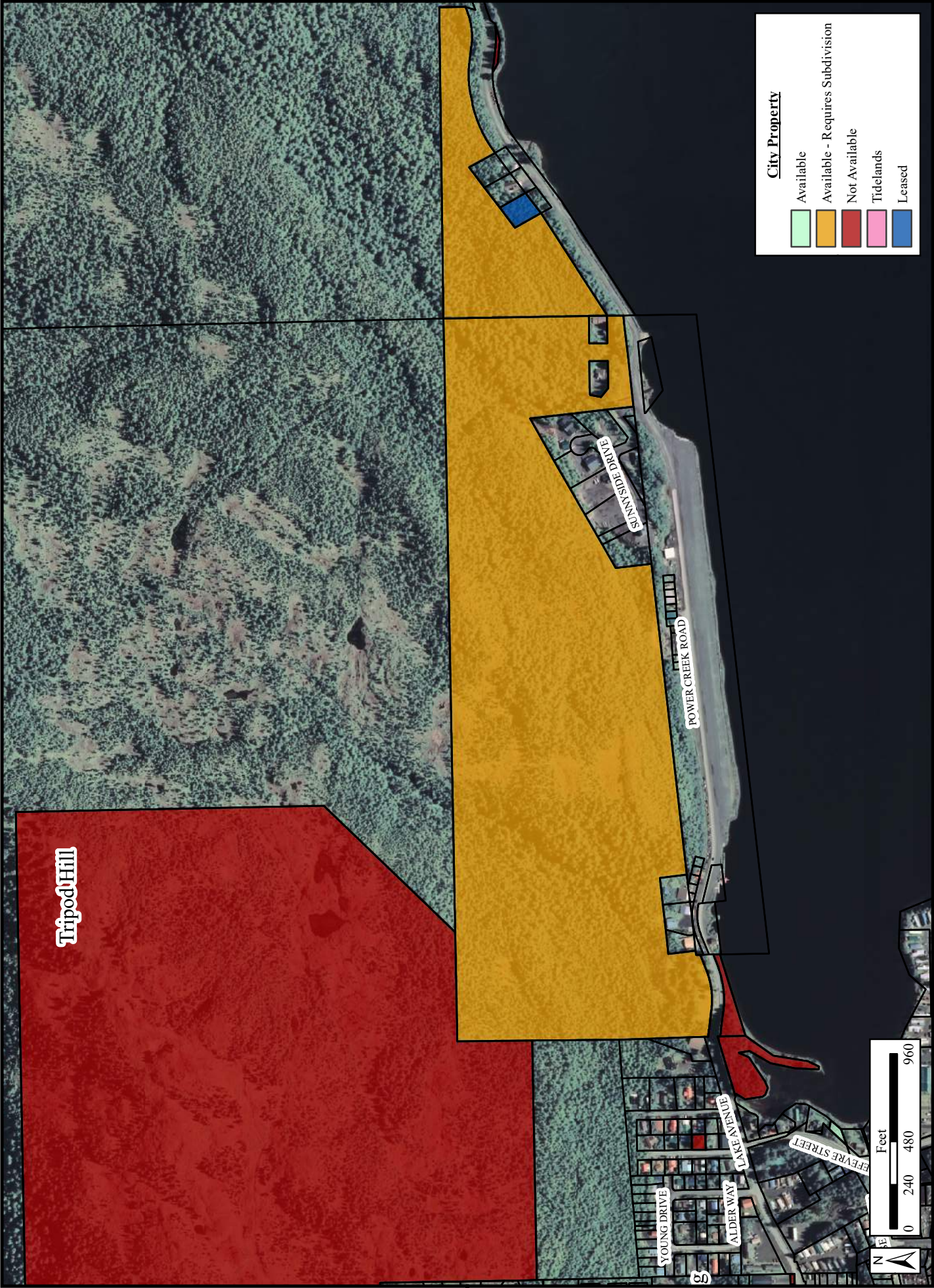


# Odiak Park





# Power Creek Road



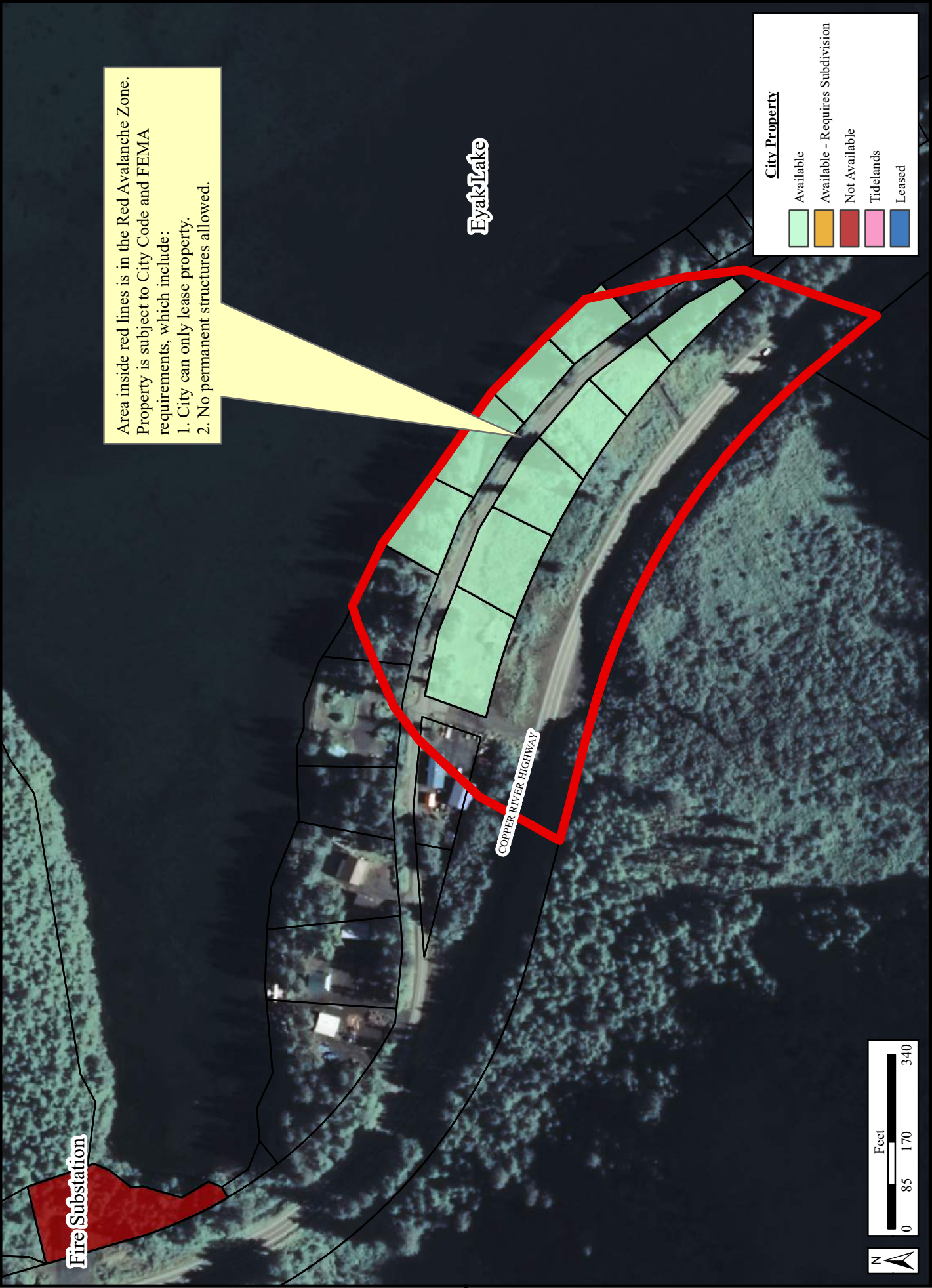


# Eyak Lake





# Five Mile Loop







**Agenda Item # 17**  
**City Council Meeting Date: 6/17/2020**  
**City Council Communication Form**

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**FROM:** Susan Bourgeois, CMC, City Clerk  
**DATE:** 06/12/2020  
**ITEM:** Resolution 06-20-29  
**ACTION:** Adopting alternative allocation method for shared fish business tax

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☐ Ordinance                      ☐ Motion  
☒ Resolution                      ☐ Information

---

- I. **REQUEST OR ISSUE:** Council member Glasen brought this "Request for Emergency Special Action" to Mayor Koplin's attention and Mayor Koplin suggested a resolution opposing it.
- II. **RECOMMENDED ACTION:** Motion to Approve the Resolution
- III. **FISCAL IMPACTS:** probable economic impacts to local commercial fisheries
- IV. **BACKGROUND INFORMATION:** Mayor Koplin reached out to NVE Tribal Council Chairman Darrel Olsen and learned that the Tribal Council has also opposed this and said they would appreciate a City Resolution suggesting consultation between both Councils.
- V. **LEGAL ISSUES:** an approved resolution will be forwarded as comments to the Federal Subsistence Board and wherever else necessary
- VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** conflict between user groups as outlined in the resolution
- VII. **SUMMARY AND ALTERNATIVES:** Council could approve, amend or vote down the resolution

**CITY OF CORDOVA, ALASKA  
RESOLUTION 06-20-29**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
OPPOSING A REQUEST FOR EMERGENCY SPECIAL ACTION TO ALLOW  
FEDERAL SUBSISTENCE FISH HARVEST IN THE LOWER COPPER RIVER USING  
DIPNET AND ROD AND REEL**

**WHEREAS**, an emergency special action to allow dipnet subsistence fishing on the lower Copper River has been requested of the Federal Subsistence Board; and

**WHEREAS**, subsistence dipnet fishing within driving distance of Cordova could significantly impact the commercial fishery on the Copper River flats; and

**WHEREAS**, subsistence dipnet fishing on the lower Copper River would negatively impact ADF&G's capacity to accurately and effectively manage the commercial fishery for escapement needs and therefore, could negatively impact the commercial harvest; and

**WHEREAS**, the commercial drift gillnet fleet is integral to the economy in Cordova and detrimental effects on successful harvest of Copper River salmon in and around Cordova would significantly hamper Cordova's economy; and

**WHEREAS**, a twice weekly subsistence fishing opportunity regulated by ADF&G already exists in the Cordova area to allow harvest of Copper River sockeye and king salmon; and

**WHEREAS**, the Native Village of Eyak Tribal Council and the Cordova City Council would like time to consider this and jointly discuss the merits of such a change to subsistence fishing in our community before weighing in further to the Federal Subsistence Board.

**NOW, THEREFORE BE IT RESOLVED THAT** the Council of the City of Cordova, Alaska, does hereby oppose this request for emergency special action to allow federal subsistence fish harvest in the lower copper river using dipnet and rod and reel

**PASSED AND APPROVED THIS 17<sup>th</sup> DAY OF JUNE 2020.**

\_\_\_\_\_  
Clay R. Koplin, Mayor

ATTEST:

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

Lucas Borer  
P.O. Box 398  
Cordova, Alaska 99574

907-429-7394  
[native@ctcak.net](mailto:native@ctcak.net)

## Request for Emergency Special Action

I am requesting this Emergency Special Action to allow Federal Subsistence Fish Harvest in the Copper River Delta and mainstem Copper River, from the Million Dollar Bridge to a boundary extending 0.5 mile downriver of road crossings of the mainstem Copper River, east of 27 Mile on the Copper River Highway, you may take salmon only by dipnet and rod and reel. This Emergency Special Action is requested to take effect for 60 days beginning on or about May 15, 2020.

### Existing Federal Regulation

*§\_\_\_\_.27(e)(11) Prince William Sound Area. The Prince William Sound Area includes all waters and drainages of Alaska between the longitude of Cape Fairfield and the longitude of Cape Suckling.*

*(i) You may take fish, other than rainbow/steelhead trout, in the Prince William Sound Area only under authority of a subsistence fishing permit, except that a permit is not required to take eulachon. You may not take rainbow/steelhead trout, except as otherwise provided for in paragraph (e)(11) of this section.*

\* \* \* \*

*(iii) If you catch rainbow/steelhead trout incidentally in other subsistence net fisheries, you may retain them for subsistence purposes, unless restricted in this section.*

*(iv) In the Copper River drainage, you may take salmon only in the waters of the Upper Copper River District, or in the vicinity of the Native Village of Batzulnetas.*

*(v) In the Upper Copper River District, you may take salmon only by fish wheels, rod and reel, or dip nets.*

*(vi) Rainbow/steelhead trout and other freshwater fish caught incidentally to salmon by fish wheel in the Upper Copper River District may be retained.*

\* \* \* \*

Currently, the existing Federal subsistence harvest regulations for the Lower Copper River area within Chugach National Forest are printed on the back of the Federal Subsistence Fish Application, Cordova Fish – General – FFPW01-2018 (OMB Control No. 1018-0075, expires 06/30/2019). Conditions of the Permit read:

*FEDERAL SUBSISTENCE PERMIT IS VALID IN FRESHWATER ONLY; REQUIRED FOR HARVEST OF SALMON, CHAR, TROUT, WHITEFISH, & GRAYLING. NO PERMIT REQUIRED FOR EULACHON. SALMON HARVEST NOT ALLOWED IN EYAK LAKE & ITS TRIBUTARIES OR FROM COPPER RIVER & ITS TRIBUTARIES. SUBSISTENCE FISHING IN EYAK RIVER ALLOWED ONLY DOWNSTREAM OF COPPER RIVER HIGHWAY BRIDGE.*

*REQUIRED: REMOVE BOTH TIPS FROM TAILS OF ALL SUBSISTENCE-CAUGHT SALMON BEFORE LEAVING FISHING SITE. GEAR ALLOWED FOR SALMON: ROD AND REEL, DIP NET, SPEAR & GAFF. GEAR ALLOWED FOR CUTTHROAT TROUT, CHAR, WHITEFISH, & GRAYLING: ROD AND REEL, & SPEAR. NO SNAGGING WITH ROD & REEL ALLOWED.*

*NO CUTTHROAT TROUT HARVEST APRIL 15 THROUGH JUNE 14. GILL NET HARVEST OF THESE FISH ALLOWED JANUARY 1 THROUGH APRIL 1.*

*ANNUAL LIMITS: CUTHROAT TROUT, INDIVIDUAL LIMIT: 5 – ONLY 2 OVER 20 INCHES. CUTHROAT TROUT, HOUSEHOLD LIMIT: 30, INCIDENTAL GILL NET HARVEST OF TROUT: 10. SALMON OTHER THAN PINK SALMON: 15 SALMON FOR HOUSEHOLD OF 1, 30 FOR HOUSEHOLD OF 2; 10 SALMON FOR EACH ADDITIONAL PERSON. YOU MAY NOT ADD FEDERAL PERMIT HARVEST LIMIT WITH STATE SUBSISTENCE HARVEST.*

### **Proposed Federal Regulation**

*§\_\_\_\_.27(e)(11) Prince William Sound Area. The Prince William Sound Area includes all waters and drainages of Alaska between the longitude of Cape Fairfield and the longitude of Cape Suckling.*

*(i) You may take fish, other than rainbow/steelhead trout, in the Prince William Sound Area only under authority of a subsistence fishing permit, except that a permit is not required to take eulachon. You may not take rainbow/steelhead trout, except as*

*otherwise provided for in paragraph (e)(11) of this section.*

\* \* \* \*

*(iii) If you catch rainbow/steelhead trout incidentally in other subsistence net fisheries, you may retain them for subsistence purposes, unless restricted in this section.*

*(iv) In the Copper River drainage, you may take salmon only in the waters of the Upper Copper River District, or in the vicinity of the Native Village of Batzulnetas, **and Copper River Delta and mainstem Copper River.***

*(v) In the Upper Copper River District, you may take salmon only by fish wheels, rod and reel, or dip nets.*

*(vi) In the Copper River Delta and mainstem Copper River, from the Million Dollar Bridge to a boundary extending 0.5 mile downriver of road crossings of the mainstem Copper River, east of 27 Mile on the Copper River Highway, you may take salmon only by dipnet and rod and reel.*

*(vii) Rainbow/steelhead trout and other freshwater fish caught incidentally to salmon by fish wheel in the Upper Copper River District may be retained.*

\* \* \* \*

## **Existing State Regulation**

### ***5 AAC 01.005. Subsistence fishing permitted***

*Finfish other than salmon, rainbow trout, and steelhead trout may be taken for subsistence purposes at any time in any area of the state by any method unless restricted by the subsistence fishing regulations in this chapter. Salmon may be taken for subsistence purposes only as provided in this chapter.*

### ***5 AAC 01.600. Description of the Prince William Sound Area***

*The Prince William Sound Area includes all waters of Alaska between the longitude of Cape Fairfield and the longitude of Caper Suckling south of the Yukon Area described in 5 AAC 05.100, and all waters of the Upper Susitna River drainage upstream of the Susitna River's confluence with the Oshetna River.*

### ***5 AAC 01.605. Description of districts and subdistricts***

*(a) The Upper River Copper District consists of all waters of the mainstem Copper River from the mouth of the Slana River downstream to an east-west line crossing of the Copper River approximately 200 yards upstream of Haley Creek as designated by ADF&G regulatory markers.*

*(1) The Chitna Subdistrict consists of all waters of the Upper Copper River District downstream of the downstream edge of the Chitna-McCarthy Road Bridge.*

*(2) The Glennallen Subdistrict consists of all remaining waters of the Upper Copper River District.*

*(b) Except as specified in (a) of this section, districts are as described in 5 AAC 24.200.*

**5 AAC 01.625. Waters closed to subsistence fishing.**

*(a) All tributaries of the Copper River and waters of the Copper River that are not in the Upper Copper River District are closed to the taking of salmon.*

*(b) Salmon may not be taken in any area closed to commercial salmon fishing unless permitted in 5 AAC 01.610 – 5 AAC 01.645.*

## **Usual Subsistence Harvest Method for Copper River Sockeye and Chinook Salmon.**

- Most local residents depart from the City of Cordova Harbor and Eyak Boat Launch to the marine waters of the Copper River Delta.
- A subsistence length gillnet is used.
- They usually fish in groups of 1 to 4 people. More people are better to hand deploy and retrieve the gill net as it can get very heavy. Commercial gill net boats are also used and can be handled by one person but are primarily owned by commercial fishermen and not others. The larger group also allows the consolidation of catch between the subsistence permit holders when the net comes in full.
- Most times the groups are not from the same family due to household bag limits.
- Everyone on the boat participates and the fish and fishing tools are handled by everyone onboard at some point in the trip.
- Subsistence fishing is usually allowed on commercial fishing openers and Saturdays. So social interaction does occur.

## **Unusual or Significant Changes**

There are currently unusual and significant changes in conditions affecting harvest opportunities that could not reasonably have been anticipated and that potentially could have significant adverse effects on the health of subsistence users.

Specifically the Covid-19 global pandemic is ongoing and for which no one was prepared. Some of those changes are;

- The local harbor in Cordova has been determined by the City of Cordova Incident Management Team as a Hot Zone where residents are asked to assume that everyone in that area is infected with Covid-19 and to stay away if at all possible. As a designated Hot Zone it is inappropriate to ask people trying to participate in a subsistence fishery to

risk their health by venturing into that area. The requested Emergency Action would be accomplished by driving a vehicle 27 to 36 miles out of town on a state highway. No Hot Zones or social interaction required.

- Federal, State and local mandates and requirements make social distancing necessary. Unrelated persons are to stay a minimum of 6 feet apart. The boats normally utilized in the subsistence fishery are too small to social distance.
- The State of Alaska recommends that groups that are not able to social distance be related and live under the same roof. Because of the bag limits being related to household sizes, having only family members on board creates unneeded or inefficient redundancy on the boat. Mixed groups for subsistence are allowed but that creates a decision for the subsistence fisherman. Do I risk my health by close social interaction and contact in order to have Copper River Salmon for my freezer? That choice should not have to be made in a time of no vaccine and questionable antivirals.
- Sharing things such as knives and gaff hooks and mutually touching things such as tools, steering wheels, shift levers and railings is no longer approved without gloves or hand washing.

### **This Action is for Public Safety**

State if requested action is to ensure the conservation of healthy populations of fish or wildlife, ensure continued viability of a fish or wildlife population, to continue subsistence uses of fish or wildlife, or for public safety reasons.

There is a global pandemic of Covid-19. Federal, State and Local governments are requiring and recommending all persons to take care of themselves through precautions and mandates until a vaccine or effective treatment is available.

Those precautions and mandates include;

- Social Distancing – a minimum of six feet separation between persons not related or living under the same roof.
- Wear cloth face covering
- Wash hands often
- Don't touch face
- Wear gloves
- Clean touch surfaces often

Most of these precautions and mandates are extremely difficult or cannot be accomplished under the current subsistence practice.

### **Extenuating Circumstances**

State the extenuating circumstances that necessitate a regulatory change before the next regulatory review;

The Covid-19 pandemic unexpectedly arrived. Cordova is just now getting their planning and response in effect and is expecting an influx within 3 weeks of non-resident commercial fisheries personnel in the 1000s. As a result the health risk to the local population will increase exponentially and all efforts to reduce or mitigate that risk should be taken. Temporarily changing the subsistence fishery for 60 days will mitigate the risk.

The Copper River Sockeye and Chinook runs begin the second week of May and ends in July. It is now April 23<sup>rd</sup>.

Copper River Salmon is the traditional local subsistence fish and is prized for its high oil content and flavor.

Missing the Copper River subsistence fishery is not an option. This is a key part of what we have subsisted off of for generations.

The analysis for a similar request only for a longer term basis has already been done in 2017. This is an Emergency Request for a 60 day period. Due to the short timeframe I am submitting this myself but can gather electronic signatures in support of this request if needed.

Subsistence fishing using a dip net on the lower Copper River as I am requesting can be successfully accomplished by one person or a household while following **all** Covid-19 guidelines, mandates and regulations.





## City Council of the City of Cordova, Alaska

### Pending Agenda June 17, 2020 Regular Council Meeting

#### A. Future agenda items - topics put on PA with no specific date for inclusion on an agenda

date item was  
revisited or  
initially put on  
PA

- |   |           |
|---|-----------|
| 1) Investment firms - RFP - re-check with Manager after <b>April 2020</b>   | 2/19/2020 |
| 2) City land management (disposal etal) including disposition of proceeds into City funds   | 2/19/2020 |
| 3) City Manager authority re: purchases/contracts and whether budgeted/unbudgeted - <b>after new finance director</b>                           | 2/19/2020 |
| 4) Ordinance change (Title 4) before a new CBA gets negotiated - so Council has a role in approval process                                      | 2/19/2020 |
| 5) Council training and other boards/commission/public - staff to report back after cert of <b>March</b> election                               | 2/19/2020 |
| 6) Refuse - how we do it - i.e. residential vs. neighborhood dumpsters - worksession <b>June 2020</b>   | 2/19/2020 |
| 7) Resolutions/actions regarding emergency as necessary possible special meetings, etc. throughout this COVID-19 emergency/disaster declaration | 3/18/2020 |

#### B. Resolutions, Ordinance, other items that have been referred to staff

- |   |           |
|---|-----------|
| 1) <b>Res 12-18-36</b> re E-911, will be back when a plan has been made, referred <b>12/19/18</b> | 2/19/2020 |
| 2) <b>Res 05-20-18</b> re CCMC sale committee, referred to staff at <b>5/6/20</b>                 | 5/6/2020  |

#### C. Upcoming Meetings, agenda items and/or events: with specific dates

- |   |                  |                   |   |                  |
|---|------------------|-------------------|---|------------------|
| 1) Capital Priorities List and Resolution to come before Council quarterly: looking at it tonight <b>5/6/2020</b> | <b>9/2/2020</b>  | <b>12/2/2020</b>  | <b>3/3/2021</b>                             | <b>6/2/2021</b>  |
| 2) Staff quarterly reports will be in the following packets:  |                  |                   |   |                  |
|   | <b>7/15/2020</b> | <b>10/21/2020</b> | <b>1/20/2021</b>                            | <b>4/21/2021</b> |
| 3) Joint City Council and School Board Meetings - twice per year, October & April                                 |                  |                   |   |                  |
| 6pm @ CHS before Sch Bd mtg <b>10/14/2020</b>   |                  |                   | 6pm before Council Mtg @ CC <b>4/7/2021</b> |                  |
| 4) Clerk's evaluation - each year in <b>Feb</b> or <b>Mar</b>   |                  |                   |   |                  |
| 5) City Manager's evaluation - <b>October 2020</b> and each year in October or possibly <b>January 2021</b>       |                  |                   |   |                  |

#### D. Council adds items to Pending Agenda in this way:

- | item for action | tasking which staff: Mgr/Clrk? | proposed 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 June 17, 2020 Regular Council Meeting

#### E. Membership of existing advisory committees of Council formed by resolution:




- 1) Fisheries Advisory Committee:**
- |  |   |  |
|--|---|--|
| re-auth res 01-20-04 approved Jan 15, 2020 | 1-John Williams (fisheries educ/Mar Adv Prgm) | 2-Jeremy Botz (ADF&G)                    |
| auth res 04-03-45 approved Apr 16, 2003    | 3-vacant (processor rep)                      | 4-Jim Holley (marine transportation/AML) |
|  | 5-Chelsea Haisman (fish union/CDFU)           | 6-Tommy Sheridan (aquaculture/PWSAC)     |
- 2) Cordova Trails Committee:**
- |                                  |                    |                 |
|----------------------------------|--------------------|-----------------|
| re-auth res 11-18-29 app 11/7/18 | 1-Elizabeth Senear | 2-Toni Godes    |
| auth res 11-09-65 app 12/2/09    | 3-Dave Zastrow     | 4-Ryan Schuetze |
|                                  | 5-Wendy Ranney     | 6-Michelle Hahn |
- 3) Fisheries Development Committee:**
- |                                  |                   |                 |                  |
|----------------------------------|-------------------|-----------------|------------------|
| authorizing resolution 12-16-43  | 1-Warren Chappell | 2-Andy Craig    | 3-Bobby Linville |
| reauthorization via Res 11-19-51 | 4-Gus Linville    | 5-vacant        | 6-Bob Smith      |
| approved 11/20/2019              | 7- Ron Blake      | 8- John Whissel |                  |

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

- 1) Prince William Sound Regional Citizens Advisory Council**
- |                      |                         |                              |
|----------------------|-------------------------|------------------------------|
| <b>Robert Beedle</b> | re-appointed March 2020 | 2 year term until March 2022 |
|                      | re-appointed June 2018  |                              |
|                      | re-appointed March 2016 |                              |
|                      | re-appointed March 2014 |                              |
|                      | appointed April 2013    |                              |
- 2) Prince William Sound Aquaculture Corporation Board of Directors**
- |                   |  |                             |
|-------------------|--|-----------------------------|
| <b>Tom Bailer</b> | re-appointed October 2018                | 3 year term until Sept 2021 |
|                   | appointed February 2017-filled a vacancy |                             |
- 3) Southeast Conference AMHS Reform Project Steering Committee**
- |                      |                      |                             |
|----------------------|----------------------|-----------------------------|
| <b>Mike Anderson</b> | appointed April 2016 | until completion of project |
| <b>Sylvia Lange</b>  | alternate            |                             |

# June 2020

CALENDAR MONTH **JUNE**  
 CALENDAR YEAR **2020**  
 1ST DAY OF WEEK **SUNDAY**

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

Cncl - 1st & 3rd Wed  
 P&Z - 2nd Tues  
 SchBd, Hrb Cms - 2nd Wed  
 CTC - 3rd Wed  
 P&R - last Tues  
 CEC - 4th Wed  
 CCMCA Bd - last Thurs

# July 2020

CALENDAR MONTH **JULY**  
CALENDAR YEAR **2020**  
1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1	2	3	4
			6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB		Independence Day Holiday- City Hall Offices Closed	
5	6	7	8	9	10	11
			12:00 Council spec mtg CCAB-tentative 6:00 Harbor Cms CCM 7:00 Sch Bd HSL			
12	13	14	15	16	17	18
			5:30 CTC Board Meeting 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
		6:30 P&Z CCAB	12:00 Council spec mtg CCAB-tentative 6:00 CEC Board Meeting	6:00 CCMCAB HCR		
26	27	28	29	30	31	1
		6:00 P&R CCM				
2	3	Notes				

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

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

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Cncl - 1st & 3rd Wed  
P&Z - 2nd Tues  
SchBd, Hrb Cms - 2nd Wed  
CTC - 3rd Wed  
P&R - last Tues  
CEC - 4th Wed  
CCMCA Bd - last Thurs

# 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
<b>Mayor:</b>	<b>Clay Koplin</b>	Mar 1, 2016, Mar 5, 2019	March-22
3 years	<a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>		
Council members:			
Seat A:	<b>Tom Bailer</b>	March 5, 2019	March-22
3 years	<a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a>		
Seat B:	<b>Cathy Sherman</b>	March 3, 2020	March-23
3 years	<a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a>		
Seat C:	<b>Jeff Guard</b>	Mar 5, 2017, Mar 3, 2020	March-23
3 years	<a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a>		
Seat D:	<b>Melina Meyer, Vice Mayor</b>	March 6, 2018	March-21
3 years	<a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a>		
Seat E:	<b>Anne Schaefer</b>	Dec 6, 2017, Mar 6, 2018	March-21
3 years	<a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a>	elected by cncl	
Seat F:	<b>David Allison</b>	March 5, 2019 March 1, 2016	March-22
3 years	<a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a>		
Seat G:	<b>David Glasen</b>	March 5, 2019	March-22
3 years	<a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a>		

## Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	<b>Barb Jewell, President</b>	Mar 5, 2013, Mar 1, 2016, Mar 5, 2019	March-22
	<a href="mailto:bjewell@cordovasd.org">bjewell@cordovasd.org</a>		
3 years	<b>Bret Bradford</b>	Mar 3, 2015, Mar 6, 2018	March-21
	<a href="mailto:bbradford@cordovasd.org">bbradford@cordovasd.org</a>		
3 years	<b>Tammy Altermott</b>	Mar 5, 2013, Mar 1, 2016, Mar 5, 2019	March-22
	<a href="mailto:taltermott@cordovasd.org">taltermott@cordovasd.org</a>		
3 years	<b>Peter Hoepfner</b>	Mar 7, 2006, Mar 3, 2009, Mar 6, 2012, Mar 3, 2015, Mar 6, 2018	March-21
	<a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a>		
3 years	<b>Sheryl Glasen</b>	Mar 4, 2014, Mar 7, 2017, Mar 3, 2020	March-23
	<a href="mailto:saglasen@cordovasd.org">saglasen@cordovasd.org</a>		

seat up for re-election in 2021

***vacant***

board/commission chair

seat up for re-appt in Nov 20

# 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	<b>Kelsey Appleton Hayden</b>		March 3, 2020		March-23
3 years	<b>Greg Meyer, Chair</b>		Jul 19, 2018, Mar 5, 2019	up for election	March-22
3 years	<b>Craig Kuntz</b>	elected by board	March 26, 2020	March-21	March-22
3 years	<b>Linnea Ronnegard</b>		March 6, 2018		March-21
3 years	<b>Gary Graham</b>		May 31, 2018, Mar 5, 2019		March-21

## Library Board - Appointed

length of term			Date Appointed		Term Expires
3 years	<b>Mary Anne Bishop, Chair</b>		Nov '06, '10, '13, '16 & '19		November-22
3 years	<b>Wendy Ranney</b>		Apr '13, Nov '15, Nov '18		November-21
3 years	<b>Sherman Powell</b>		June '18, Feb '20		November-22
3 years	<b>Sarah Trumblee</b>		February-18		November-20
3 years	<b>Krysta Williams</b>		February-18		November-20

## Planning Commission - Appointed

length of term			Date Appointed		Term Expires
3 years	<b>Nancy Bird</b>		Nov '16, '19		November-22
3 years	<b>Mark Hall</b>		Nov '19		November-22
3 years	<b>Scott Pegau, Vice Chair</b>		Dec '11, Dec '14, Nov '17		November-20
3 years	<b>John Baenen</b>		Dec '12, Dec '15, Nov '18		November-21
3 years	<b>Tom McGann, Chair</b>		Apr '11, Dec '11, Dec '14, Nov '17		November-20
3 years	<b>Chris Bolin</b>		Sep '17, Nov '18		November-21
3 years	<b>Trae Lohse</b>		Nov '18		November-20

seat up for re-appt in Nov 20

seat up for re-election in 2021

***vacant***

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	Nov '17	November-20
3 years	Andy Craig	Nov '16, '19	November-22
3 years	Max Wiese	Mar '11, Jan '14, Nov '17	November-20
3 years	Ken Jones	Feb '13, Nov '16, Nov '19	November-22
3 years	Jacob Betts, Chair	Nov '15, '18	November-21

## Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney, Chair	Aug '14, Nov '15, Nov '18	November-21
3 years	Henk Kruithof	Nov '19	November-22
3 years	Ryan Schuetze	Aug '18	November-21
3 years	Kirsti Jurica	Nov '18	November-21
3 years	Marvin VanDenBroek	Feb '14, Nov '16, Nov '19	November-22
3 years	Karen Hallquist	Nov '13, '16, '19	November-22
3 years	Dave Zastrow	Sept '14, Feb '15, Nov '17	November-20

## Historic Preservation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Cathy Sherman, Chair	Aug '16, Nov '19	November-22
3 years	Heather Hall	Aug '16, Feb '20	November-22
3 years	Sylvia Lange	Nov '19	November-22
3 years	John Wachtel	Aug '16, Nov '18	November-21
3 years	Wendy Ranney	Nov '18	November-21
3 years	Nancy Bird	Nov '17, Nov '18	November-21
3 years	Jim Casement	Nov '17	November-20

seat up for re-election in 2021

board/commission chair

seat up for re-appt in Nov 20

**vacant**