

**Mayor**

*Clay Koplin*

**Council Members**

*James Burton*

*Kenneth Jones*

*Jeff Guard*

*Melina Meyer*

*Anne Schaefer*

*David Allison*

*James Wiese*

**City Manager**

*Alan Lanning*

**City Clerk**

*Susan Bourgeois*

**Deputy Clerk**

*Tina Hammer*

**Student Council**

*Olivia Carroll*

**Regular City Council Meeting**  
**June 20, 2018 @ 7:00 pm**  
**Cordova Center Community Rooms**  
**Amended Agenda**



**A. Call to order**

**B. Invocation and pledge of allegiance**

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

**C. Roll call**

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

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

**E. Disclosures of Conflicts of Interest**

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

**1. Guest Speakers**

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

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

**4. Student Council Representative Report - on summer break**

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

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

**H. Approval of Minutes**

**I. Consideration of Bids**

**J. Reports of Officers**

**6. Mayor's Report ..... (page 1)**

**7. Manager's Report**

**a. PowerPoint on State of Alaska Tier 1 Harbor Grant Program..... (page 4)**

**8. City Clerk's Report**

**K. Correspondence**

**9. 06-08-18 Robertson Monagle & Eastaugh engagement letter ..... (page 12)**

**L. Ordinances and Resolutions**

**10. Ordinance 1162..... (roll call vote)(page 14)**

An ordinance of the City Council of the City of Cordova, Alaska, repealing and reenacting Cordova Municipal Code Chapter 8.40 "marijuana regulation" removing the expired temporary prohibition against marijuana establishments within the City of Cordova, adopting regulations for such establishments, repealing and reenacting Cordova Municipal Code Chapter 18.60 "conditional use permits" to include commercial marijuana facilities as a conditional use within the city and clarifying the conditional use process applicable to such facilities - 2<sup>nd</sup> reading

11. Ordinance 1170..... (roll call vote)(page 29)  
An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code 5.40.010 to adopt a one-half (1/2) percent increase to the sales tax levied by the City of Cordova – 2<sup>nd</sup> reading

**M. Unfinished Business**

**N. New & Miscellaneous Business**

12. Council concurrence of **Mayor Koplin's** appointment of Robert Beedle to ..... (voice vote)(page 30)  
fill the vacancy on the Prince William Sound Regional Citizens Advisory Board
13. Council concurrence of **Mayor Koplin's** letters supporting..... (voice vote)(page 31)  
Jones Act waiver to support UnCruise
14. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 34)

**O. Audience Participation**

**P. Council Comments**

**Q. Executive Session**

15. Legal update - Beecher matter

16. CCMC professional staffing changes, future contracts for locum physicians and anticipated financial implications

**R. Adjournment**

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

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Council, as you work to follow and refine the strategic plan and prepare for the next budget cycle, it is good to review your capital priorities. They were in the last meeting agenda but I did not draw attention to them. As you consider the presentation on the Tier I grant program for this packet, and review the capital priorities with waterfront improvements I would suggest it is time to get off the bubble and start aggressively pursuing this goal. It took nearly 20 years and tens of millions of dollars of combined effort to build the Cordova Center, and waterfront improvements will be even more complex and invested. Here are a few reminders of what this effort will entail:

- 1) Cordova has not had any significant waterfront improvements since the fill projects, and need waterfront moorage, uplands for business development, harbor expansion, and harbor repairs. The combined needs will require tens of millions of dollars of investment, careful planning, and time-consuming design and permitting with the US Army Corp and other agencies.
- 2) Community outreach, engagement, feedback, and planning for developments that can benefit the widest possible range of needs and uses for not only fisheries/economic opportunities, but all the needs of the community and stakeholders. These can include USCG, Shoreside Petroleum, uplands businesses, parks spaces and green belts, breakwater trail, vessel moorage including the two new cruise operators in Cordova and shoreside services and opportunities for their clients to name a few.
- 3) The City of Cordova does not have the internal human or financial resources to execute such a plan, and needs to consider engaging Robertson, Monagle & Eastaugh (HSGB Law - Brad Gilman and Seb O'Kelly) who came highly recommended from southeast conference as the specialist lobbying firm who has been involved with many if not most of the successful waterfront improvement projects along the Alaska coastal communities. Seb and Brad indicated their willingness to travel to Cordova and present to / engage with City Council to present their portfolio of successes and services. I was able to meet with them in DC and given the nature of their specialty work and past successes, would suggest that this is one of the exceptions where professional services can be sole sourced. If council wants to request competing proposals, I recommend getting staff started on this ASAP. The City also needs to secure an engineer, and for similar reasons as those cited for enlisting HSBG Law, I would recommend PN&D as the engineer for waterfront upgrades. PN&D has specialized in Alaska waterfront development design for decades, including most of Cordova's harbor and waterfront improvements for the last 30 years. For continuity of design and repairs, and to acknowledge the significant effort PN&D has extended over the past two years in helping to guide Cordova's waterfront improvements, it would be appropriate to sole source a request for proposals to prepare design and concept packages to accompany grant and funding applications to the WRDA (Water and Resource Development Act), Tiger (Build), State of Alaska Tier, and Trump Administration Infrastructure programs. To meet a 2019 target for waterfront development grant applications, the lobbying, design, and a third external resource: grant writer, are necessary. All three are needed to work together to make sure the design and packaging are strategically developed in concert with the lobbyist to have the most impact and highest chance of success with funding requests. I would suggest a fourth element that can often be the tipping point for success in competing proposals; a public relations coordinator to facilitate community outreach, social media, and mass media relations.

Manager Lanning and I have discussed placing these items on a pending agenda with a presentation to council, and a context of strategic plan and comprehensive approach to waterfront development and for that matter community development (comprehensive plan). The City of Cordova will get out of these efforts and investments what we put into them, and this is arguably the largest and most important strategic move for Cordova to position as a global seafood catcher/producer in decades if not the century.

I was not able to block out time for Dan Hund of Offshore Outpost Expeditions who are now visiting Cordova with a small cruise vessel on weekends with all of the Nouveau networking and work obligations, but I scheduled to meet with him this weekend to tour their vessel and welcome/thank them on behalf of Cordova.

I met with Representative Stutes this weekend while she was in town for Copper River Nouveau where she updated me on work she is doing to support fisheries and her goals for Cordova's future if re-elected. She was instrumental in bringing Pat Pitney, the director of the State's Office of Management and Budget to Cordova to meet with me and community leaders and organizations to understand Cordova's needs and opportunities. I also met with Shirley Marquardt, the former Mayor of Unalaska/Dutch Harbor, a colleague I worked with for years on the State's Marine Transportation Advisory Board (MTAB). Shirley is the new Director of the Alaska Marine Highway System. I was able to spend several hours with Pat and Shirley last Saturday and showcase beautiful Cordova in the sun. Shirley hosted an outreach on this Monday, but I was otherwise engaged as noted below.

I met with Dan Blanchard of UnCruise in Cordova this Monday, and ushered him around the community as did City Staff (harbormaster, Cordova Center), NVE, and Cathy Long of the Chamber – he is impressed with Cordova's infrastructure improvements and appreciates our support for his efforts to get his Jones Act waiver (letters of support in this packet) so he can start business in Cordova in 2020 instead of 2021 or later if delayed.

I had lunch with USCG Commander Collin Bronson of the Sycamore yesterday to discuss ways for the City of Cordova and USCG to support each other. In particular, Commander Bronson would like to pursue a joint effort to have Cordova officially designated by Congress as a "Coast Guard Community". I strongly support this effort and will bring council details as they evolve. As you may be aware, there will be significant schedule and vessel temporary deployment modifications to Cordova over the next two years with the Fir standing in for the Sycamore during her layup, and other missions and schedules.

I have been engaging lightly with Navy Staff on Northern Edge 2019, and will step up those efforts as we move into fall and they start to plan outreach meetings.

I have appointed Robert Beedle to continue as the City of Cordova's representative to RCAC. I believe his five years of experience on that board are important for continuity as sweeping changes to the vessel contract and response plans are implemented. He indicated his verbal desire to continue and I have included that and the letter from RCAC in the packet for council to consider confirmation of this appointment.

I have also been working lightly with the fisheries development committee and will be working on filling board/commission vacancies in the coming weeks

Have a great week Cordova, Mayor Clay

**CITY OF CORDOVA, ALASKA  
RESOLUTION 01-18-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
DESIGNATING CAPITAL IMPROVEMENT PROJECTS**

**WHEREAS**, the Cordova City Council has identified several Capital Improvement projects that will benefit the citizens of Cordova, and in several cases the entirety of Prince William Sound; and

**WHEREAS**, the City Council of the City of Cordova has identified the following Capital Improvement projects as being critical to the future well being and economy of Cordova and the surrounding area:

1. Port and Harbor Renovations
  - a. South Harbor replacement (G & H float priority)
  - b. Shipyard expansion
  - c. Harbor expansion
  - d. General upgrades (north harbor sidewalks)
2. School Repairs
3. Hospital Upgrades
4. Public Safety Building
5. Sawmill Avenue Extension
6. Ferry Trail


and;

**WHEREAS**, some or all of these projects will be submitted to State or Federal legislators and agencies as Capital Improvement projects in the City of Cordova, Alaska.


**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Cordova, Alaska, hereby designates the above listed projects as Capital Improvement projects.

**PASSED AND APPROVED THIS 3<sup>rd</sup> DAY OF JANUARY, 2018**



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

ATTEST:

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

# Harbor Facility Grant



HOW DO WE GET THERE?



# What is a harbor facility grant?

- Grants are funded on an annual basis at the discretion of the Alaska Legislature and consists of two tiers, Tier I and II
- 45 Tier I's still remaining (2017 ADOT)
- Tier I has priority and consists of major maintenance and repair of a harbor facility that was previously owned by the state and now is locally owned
- Tier II consists of all other harbor facilities and those harbor facilities which have already received a Tier I grant
- All awards require a 50/50 match be secured with application submittal
- Maximum 5 million request per city per year
- Competitive process
- Work must be completed within 18 months of acceptance of grant



# What's Eligible ?

The removal, replacement, rehabilitation, or installation of the following items are eligible for funding under this program

- Pilings and anchors
- Approach structures
- Access ramps and gangways
- Float systems for permanent and transient moorage
- Utility systems integral to the float systems (specifically power, lights, fresh water, and fire suppression systems)
- Launch ramps
- Seaplane floats
- Other appurtenances necessary for the basic operation of the harbor facility



# What's Not Eligible ?

## Some Examples

- Breakwaters and revetments
- Dredging
- Harbormaster offices, buildings, offices, shops, boat yards or storage structures
- Engineering and design
- Commercial and privately owned utility systems, e.g. fuel, on the float systems
- Seawalls, bulkheads, sheet pile walls, gabions, and quays
- Access roads and uplands
- Portable or trailer mounted equipment for fire fighting, sewage pump out, oily bilge water
- Vessel hoisting machinery
- Not for preventative maintenance



# Tier I or Tier II?

- All requirements are the same
- Tier I
  - 5 million dollar match – 10 million total
  - One time demob and mob cost
  - Harbor could contribute approximately 600,000 to 800,000
  - From PNDs cost estimate – could replace
    - G,H, J, floats and pilings and all utilities
    - Replace 3 Ganyways meet ADA
- Tier II – minimum 50,000 match
  - Multiple mob and demob cost
  - Difficult for Harbor to contribute multiple times once savings is gone
  - Lower priority then Tier I applications- more applicants



# Where would a 5 million dollar match come from?

- Permanent fund- Council Vote
- Bond – Vote of the People
- BUILD Grant (formerly TIGER Grant) if awarded.
  - Application 2019



# What would the match payment be?

\*5 million for 20 years at 4.0% \$367,908.75

\*4 million for 20 years at 4.0% \$294,327.00

## Where would the payment come from?

- Raise harbor rates
- Personal property tax or flat tax rate on boats over 20 feet
  - Flat rate directly to Harbor - designated for maintenance
  - Assessed Values - would require assessor, code work, set up and upfront cost
- Establish new fee for maintenance
- Local fish tax with a portion committed to harbor maintenance and upgrades
  - Require legal work and upfront cost

Payment should not come from

- Depreciation funds- maintenance will still need to occur for all Harbor Facilities

\* Estimated interest rate



# Time Lines for funding for 2019 Application

- Decision on Permanent fund or bond by October  
If Vote- Preparing ballot by January 1- election in March
- Resolution passing the fee increases for payment for 2019
- Ordinance establishing personal property tax on boats and/or local fish tax  
decision on type of boat tax – flat or assessed -30 day wait period
- Determine cost of engineering & design and funding source

## Possible cost savings

- BMI systems- elimination of the majority of the engineering and design cost
- Establish fee and boat tax for 2019; submit BUILD grant for 2019  
If BUILD grant received no bond or reduced bond would be required; if not would have additional revenue to put towards match for 2020 Tier I application.

**ROBERTSON MONAGLE & EASTAUGH**  
*A Professional Corporation*  
**1810 Samuel Morse Dr., Suite 202**  
**RESTON, VA 20190**  
**PHONE: 571 313 1792**  
**FAX: 571 313 1973**

June 8, 2018

Mr. Clay Koplin  
Mayor  
City of Cordova  
Seattle, WA 98199

Dear Mayor Koplin:

This letter sets forth the terms between the City of Cordova (the “City”) and Robertson, Monagle & Eastaugh PC (the “Firm”) for Federal representation in Washington, D.C., as follows—

- The term of this agreement is for a 12-month period (effective **XXX**, 2018). The City may cancel the agreement at any time during that 12-month period upon thirty days written notice to the Firm.
- The City defines its Federal agenda, which is communicated to the Firm by a designated City official(s). The City has authority to add, drop or change projects or issues to the Firm’s workload at any time during the calendar year.
- Our understanding is that the City seeking the Firm’s assistance in expanding its harbor and developing its waterfront and shoreside infrastructure. We will work closely with City officials to advocate for an Army Corps of Engineers authorization and funding for any project features (breakwater or wave barrier construction or extension, dredging of general navigation features) that meet Corps eligibility criteria. We will also assist in securing funding for the other elements of the project with other Federal transportation and economic development programs. This effort will include working with the relevant Federal agencies – both within the State and in Washington, DC – as well as informing and seeking support from Alaska’s Congressional Delegation.
- The Firm shall provide regular communications to the City on issues related to the Federal agenda. This includes quarterly written reports which discusses the Firm’s work on the Federal agenda, as well information on other Federal developments affecting Alaska. Communication will also be less formal through normal business communications (phone, conference calls, email, PDFs, etc).



- For any Washington, DC visits by City officials to advocate for its Federal agenda, we will advise on timing, schedule meetings with appropriate Federal and Congressional officials, prepare memoranda and background materials, and accompany the meetings. We recommend such a visit by City officials annually or biennially.
- The Firm agrees to collaborate with other lobbying firms, law firms, or consultants, associations, businesses, municipal and regional groups as directed by the City. To the extent the City desires collaboration on a specific issue, the Firm will meet with the collaborating entity to develop a strategy and specific work assignments and provide those to the City for approval.
- The parties to this Agreement understand that the Firm has existing Alaska municipal, borough and fisheries clients. Although an unlikely occurrence, if there is a conflict of interest between the City and another Firm client, we will be transparent in disclosing that conflict and will work with the City and the other client to either negotiate the conflict or recuse ourselves from that particular issue.
- The Firm submits an invoice at the end of each month which shall be due and payable by the City within thirty days of receipt.
- The proposed retainer is \$3,500 per month. The Firm covers all local and administrative costs within this retainer. The costs of Firm travel outside of the D.C. area requested by the City are extra and are added to the following month's invoice. Any such outside travel at the City's expense must be requested and approved in advance by the City. Travel to Washington, DC by City officials to advocate for the Federal agenda will be at the City's expense.

We very much appreciate the opportunity to serve the City of Cordova before the U.S. Federal Government and the Congress.

Sincerely,

Brad Gilman & Sebastian O'Kelly

Approved by:

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**CITY OF CORDOVA, ALASKA  
ORDINANCE 1162**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
REPEALING AND REENACTING CORDOVA MUNICIPAL CODE CHAPTER 8.40  
“MARIJUANA REGULATION” REMOVING THE EXPIRED TEMPORARY  
PROHIBITION AGAINST MARIJUANA ESTABLISHMENTS WITHIN THE CITY  
OF CORDOVA, ADOPTING REGULATIONS FOR SUCH ESTABLISHMENTS,  
REPEALING AND REENACTING CORDOVA MUNICIPAL CODE CHAPTER 18.60  
“CONDITIONAL USE PERMITS” TO INCLUDE COMMERCIAL MARIJUANA  
FACILITIES AS A CONDITIONAL USE WITHIN THE CITY AND CLARIFYING  
THE CONDITIONAL USE PROCESS APPLICABLE TO SUCH FACILITIES**

**WHEREAS**, on November 4, 2014, the voters of the State of Alaska approved Ballot Measure 2, which provided for the general legalization of marijuana and adopted a new chapter in the Alaska Statutes, which has been codified at Alaska Statute 17.38; and

**WHEREAS**, on February 24, 2015, Ballot Measure 2 was implemented, and the Marijuana Control Board finalized marijuana industry regulations on November 20, 2015, regulating the cultivation, manufacture, distribution, and sale of marijuana; and

**WHEREAS**, Alaska Statutes Chapter 17.38, “The Regulation of Marijuana,” states that businesses engaged in the cultivation, manufacturing, sale or testing of marijuana or in the processing of marijuana-infused products shall apply for a license subject to its terms and conditions and any rules promulgated pursuant thereto; and

**WHEREAS**, the State of Alaska marijuana establishment license application process required under AS 17.38 and 3 AAC 306.060 subjects approval of all applications to review by the city in which the applicant’s establishment is located; and

**WHEREAS**, it is in the City of Cordova’s best interest to authorize the Cordova City Council to review marijuana establishment state license applications for establishments located within the City; and

**WHEREAS**, it is also in the City of Cordova’s best interest to adopt regulations regarding the use of property within the City of Cordova (“City”) to cultivate, manufacture or sell marijuana and to require owners of marijuana establishments operating within the City to obtain a conditional use permit for such operations.

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

**Section 1.** Cordova Municipal Code Chapter 8.40, entitled “Marijuana Regulation,” is repealed and reenacted to read as follows:

Chapter 8.40 Marijuana Regulation

Sections:

8.40.010 Scope.

8.40.015 Intent.

8.40.020	Definitions.
8.40.025	Local regulatory authority established.
8.40.030	Local regulatory authority review process.
8.40.035	Certain manufacturing processes prohibited.
8.40.040	State marijuana establishment license required.
8.40.045	Costs.
8.40.050	Violation-Penalty.

#### 8.04.010-Scope.

A. This chapter applies to the operation of all marijuana cultivation, manufacturing, retail, and testing facilities within the boundaries of the City.

B. This chapter in no way protects marijuana facilities from enforcement of federal law or sanctions conduct or operations prohibited by law. All persons engaged in the marijuana industry within the City operate at their own risk and have no legal recourse against the City in the event that City laws are preempted, negated or otherwise found unenforceable based upon federal or state law prohibiting the sale, distribution, consumption or possession of marijuana.

#### 8.40.015-Intent.

A. This chapter is intended to ensure that local and state regulations are imposed that prevent the following within the boundaries of the City:

1. The distribution of marijuana to minors;
2. Revenue from the sale of marijuana from going to criminal enterprises, gangs, and cartels;
3. The diversion of marijuana from states where it is legal under State law in some form to other states where it is unlawful;
4. State-authorized marijuana activity from being used as a cover or pretext for the trafficking of other illegal drugs or other illegal activity;
5. Violence and the use of firearms in the cultivation and distribution of marijuana;
6. Drugged driving and the exacerbation of other adverse public health consequences associated with marijuana use;
7. The growing of marijuana on public lands and the attendant public safety and environmental dangers posed by marijuana production on public land; and
8. Marijuana possession or use on federal property.

#### 8.40.020 - Definitions.

For purposes of this chapter and throughout the Code in reference to marijuana establishments:

“Local regulatory authority” means the City Council of the City of Cordova.

"Manufacture" means the preparation, compounding, conversion, or processing of marijuana, hashish, or hash oil, either directly or indirectly by extraction from substances of natural origin, independently by means of chemical synthesis, or by a combination of extraction and chemical



synthesis, and includes any packaging or repackaging of the marijuana, hashish, or hash oil, or labeling or relabeling of its container. It includes the organizing or supervising of the manufacturing process. It does not include the legally authorized planting, growing, cultivating, or harvesting of a plant.

"Marijuana" means all parts of the plant of the genus *cannabis* whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or its resin, including marijuana concentrate; "marijuana" does not include fiber produced from the stalks, oil, or cake made from the seeds of the plant, sterilized seed of the plant which is incapable of germination, or the weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other products.

"Marijuana concentrate" means any product which, through manufacture, contains tetrahydrocannabinol (THC). Common names and types of product include "shatter", butane or CO2 hash oil, "ring pots", butter, hash, hashish, keif, oil, or wax.

"Marijuana cultivation facility" means an entity registered to cultivate, prepare, and package marijuana and to sell marijuana to retail marijuana stores, to marijuana product manufacturing facilities, and to other marijuana cultivation facilities, but not to consumers.

"Marijuana establishment" means a marijuana cultivation facility, a marijuana testing facility, a marijuana product manufacturing facility, or a retail marijuana store.

"Marijuana establishment license application" means an application filed with the State of Alaska by a marijuana establishment for a license, renewal of a license or the transfer of a license.

"Marijuana product manufacturing facility" means an entity registered to purchase marijuana; manufacture, prepare, and package marijuana products; and sell marijuana and marijuana products to other marijuana product manufacturing facilities and to retail marijuana stores, but not to consumers.

"Marijuana products" means concentrated marijuana products and marijuana products that are comprised of marijuana and other ingredients and are intended for use or consumption, such as, but not limited to, edible products, ointments, and tinctures.

"Marijuana testing facility" means an entity registered to analyze and certify the safety and potency of marijuana.

"Retail marijuana store" means an entity registered to purchase marijuana from marijuana cultivation facilities, to purchase marijuana and marijuana products from marijuana product manufacturing facilities, and to sell marijuana and marijuana products to consumers.

8.40.025- Local regulatory authority established.

The City Council is designated as the "local regulatory authority" as that term is used in Alaska Statutes Chapter 17.38, for any implementing legislation or rule-making, and this Chapter.

#### 8.04.030-Local regulatory authority review process.

The City Council may protest the issuance, renewal or transfer of a marijuana establishment license as provided in state law. The City Council shall recommend denial of a marijuana establishment license application for issuance, renewal or transfer if the marijuana establishment, its owners or its operators are not in compliance with this Code.

- A. The City Council shall review marijuana establishment license applications for issuance, renewal or transfer no later than 45 days after the City receives such applications from the State of Alaska.
- B. The City Clerk shall notify an applicant of the City's receipt of his, her or its application and the date, time, and location of the meeting at which City Council will consider the application no less than ten days before that meeting.
- C. The applicant shall be given ten minutes to address the Council regarding the application at the meeting. Other members of the public shall be given three minutes to address the application. The review process shall be an informal hearing and shall not be subject to the court rules of evidence or procedure. The review process shall be conducted in public but deliberations by the City Council under this section need not be public.
- D. Council shall provide its reasons for protesting a marijuana establishment license application to the State and the applicant in writing.
- E. City Council's decision regarding whether or not to protest a marijuana establishment license application shall be final and is not subject to appeal.

#### 8.40.035 - Certain manufacturing processes prohibited.

It shall be unlawful for any person to manufacture a marijuana concentrate, hashish, or hash oil by use of solvents containing compressed flammable gases or through use of a solvent-based extraction method using a substance other than vegetable glycerin, unless the person is validly licensed and permitted in accordance with State of Alaska law and operations of marijuana establishments or not otherwise prohibited by this chapter.

#### 8.40.040 –State of Alaska marijuana establishment license and conditional use permit required.

- A. No person may operate a marijuana establishment within the City without a valid license issued by the State of Alaska and a valid conditional use permit issued under this Code.
- B. Upon denial or revocation of a marijuana establishment license issued by the State of Alaska, any conditional use permit issued for that marijuana establishment shall be immediately voided and any use permitted under such permit revoked.

#### 8.40.045 - Costs.

The cost of all permits, studies and investigation required under this chapter shall be borne by the applicant.

#### 8.40.050- Violation—Penalty.

A violation of this chapter is an offense punishable by a fine not exceeding one thousand dollars, plus any surcharge required to be imposed by AS 12.55.039.

**Section 2. Cordova Municipal Code Section 18.60.010 entitled “Uses permitted by planning and zoning commission approval” is repealed and reenacted to read as follows:**

### **18.60 – Conditional Use Permits**

#### **18.60.010 – Purpose.**

It is recognized that there are some uses and associated structures which may be compatible with designated principal uses in specific zoning districts provided certain conditions are met. The conditional use permit procedure is intended to allow flexibility in the consideration of the proposed use on surrounding property if the proposed use is in harmony with the various elements or objectives of the comprehensive city plan and the zoning district. The conditional use permit process provides the opportunity to apply conditions of controls and safeguards to ensure that the proposed use will be compatible with the surroundings.

#### **18.60.020 - Applications.**

Applications for a conditional use permit shall be filed with the city planner.

A. The application shall include but is not limited to the following:

1. Name and address of the applicant;
2. If applicant is not the owner of the subject lot, the owner’s signed authorization granting applicant the authority to (a) apply for the conditional use permit and (b) bind the owner to the terms of the conditional use permit, if granted;
3. A legal description of the property involved;
4. A narrative description of the proposed use;
5. A proposed time frame for the new use and/or the period of construction;
6. Dimensioned plot plans showing the location of all existing and proposed buildings or alterations, and their existing and proposed uses;
7. The nonrefundable fee as established by city council resolution;
8. Narrative evidence that the application meets all of the review criteria in Section 18.60.020B. Evidence shall be sufficient to enable meaningful review of the application;
9. Any additional information required by the Municipal Code; and
10. Any additional information the city planner may require to determine whether the application satisfies the criteria for issuance of a permit.



- B. Prior to granting a conditional use permit, the planning and zoning commission must determine that the proposed use meets all of the following review criteria:
1. The use is consistent with the purpose of this chapter and is compatible with the zoning district and the comprehensive plan;
  2. The use will not permanently or substantially injure the lawful use of neighboring properties;
  3. Public services and facilities are adequate to serve the proposed use;
  4. The proposed use will not have a permanent negative impact on pedestrian and vehicular traffic circulation and safety substantially greater than that anticipated from permitted development; and
  5. The proposed use will not adversely affect to the public's safety, health, or general welfare.
- C. The planning and zoning commission shall hold a public hearing upon each properly submitted application. Such hearing shall be held not less than ten days nor later than thirty days following the date of filing of such application and the applicant shall be notified of the date of such hearing.
- D. The commission shall cause to be sent to each owner of property within a distance of three hundred feet of the exterior boundary of the lot or parcel of land described in such application notice of the time and place of hearing and a description of the property involved. For the purposes of this section, "property owner" means that owner shown upon the latest tax assessment roll.
- E. The commission shall cause to be made by its own members, or its authorized agent, an investigation of facts bearing on any application sufficient to assure that the action taken is consistent with the intent and purpose of this section.
- F. The planning and zoning commission shall hear and consider evidence and facts from any person at any public hearing or written communication from any person relative to the matter. The right of any person to present evidence shall not be denied for the reason that any such person was not required to be informed of such public hearing.
- G. Within thirty days from the conclusion of the public hearing, the planning and zoning commission shall render its decision unless such time limit be extended by common consent and agreement signed by both applicant and the commission. If, in the opinion of the commission, the necessary facts and conditions set forth in this chapter apply in fact to the property or use referred to, it may grant the conditional use permit. If, however, such facts and conditions do not prevail nor apply the commission shall deny the application.
- H. The commission, in granting approval, may establish conditions under which a lot or parcel of land may be used or a building constructed or altered; make requirements as to architecture, height of building or structure open spaces or parking areas; require conditions of operation of any enterprise; or may make any other condition, requirements or safeguards that it may

consider necessary to prevent damage or prejudice to adjacent properties or detriment to the city. When necessary, the commission may require guarantees in such form as deemed proper under the circumstances to ensure that the conditions designed will be complied with.

- I. The decision of the planning and zoning commission, either for the granting with or without conditions, or the denial of an application, shall become final and effective ten days following such decision.
- J. Any aggrieved person or party may appeal the planning and zoning commission decision following the protocol in 18.64.030.
- K. Any application approved by the planning and zoning commission shall be conditional upon the privilege granted being utilized within six months after the effective date of approval.
- L. Construction work must commence within the stated period and must be diligently prosecuted to completion, otherwise the approval is automatically voided.
- M. In the case of construction, the planning and zoning commission may extend the time of construction if satisfactory evidence of planning and/or construction progress is presented.
- N. A conditional use permit shall automatically expire if for any reason the conditioned use ceases for a period of 24 months or longer
- O. A permittee who disputes the administrative official's determination that the conditioned use has not been timely initiated or has ceased for a period of 24 months or longer may appeal the official's determination under 18.64.040.
- P. A conditional use permit is not transferable from one (1) parcel of land to another. Conditional use permits may be transferred from one (1) owner to another for the same use, but if there is a change in use on the property, a new permit must be obtained.

#### **18.60.030 – Conditional uses.**

The city planning and zoning commission may grant the following uses by conditional use permit in any district unless otherwise specified. Uses not listed may be permitted in any district subject to the requirements of this chapter and if the proposed use is in harmony with the various elements or objectives of the comprehensive city plan and the zoning district.

- A. Airports;
- B. Animal hospitals or boarding establishments and veterinary practices;
- C. Cemeteries;

- D. Concrete or cement products manufacture;
- E. Crematories if located within a cemetery containing at least five acres;
- F. Establishments or enterprises involving large assemblages of people or automobiles, including amusement parks, circuses, fairgrounds, open—air theaters, recreational centers and hospitals and sanitariums;
- G. Gas manufacture and storage; provided, that all manufacturing operations shall be subject to the approval of the building official;
- H. Government enterprise (federal, state or local);
- I. Commercial greenhouses or tree nurseries;
- J. Natural resources, development and extraction of, together with necessary buildings, apparatus or appurtenances incident thereto, including petroleum exploration and development;
- K. Off-street parking areas;
- L. Marijuana establishments subject to the regulations and limitations in this code and state law;
- M. Private clubs;
- N. Public libraries, cultural centers, museums, art galleries, research and education not operated for profit;
- O. Public or private child care facilities, public or nonprofit elementary and high schools, and institutions for higher education;
- P. Public utility or public service facilities, subject, in the case of a telecommunication tower, to the standards in Section 18.60.070;
- Q. Radio or television transmitters and Satellite dishes;
- R. Hotel and motels

#### **18.60.040 – Conditional use for group housing developments.**

In the case of a dwelling group consisting of two or more buildings, the contemplated arrangements of which makes it impracticable to apply the requirements of this title to the individual building units in the group, a permit for the construction of such dwelling group may be issued only if the plans of such dwelling group comply with the following conditions:

- A. That the proposed dwelling group will constitute a residential environment of sustained desirability and stability; that it will be in harmony with the character of the surrounding neighborhood, and it will result in intensity of land utilization no higher, and standard of open space at least as high, as permitted or specified in this chapter in the district in which the proposed dwelling group is to be located,
- B. That the tract of land on which the dwelling group is to be erected comprises at least seventy-five thousand square feet,
- C. That the buildings are to be used only for residential purposes and the customary accessory uses, such as garages, storage spaces and recreational and community activities,
- D. That the average lot area per dwelling unit on the site, exclusive of the area occupied by street, will not be less than the lot area required for each dwelling unit in the district in which the dwelling group is to be located,
- E. That there are provided, as part of the proposed development, adequate recreation areas to serve the needs of the anticipated population,
- F. That off-street parking is provided on the basis of one parking space for each dwelling unit within the development,
- G. That the development will not produce a volume of traffic in excess of the capacity, for which the access streets are designed,
- H. That property adjacent to the proposed dwelling group will not be adversely affected,
- I. That such dwelling group not be located in an industrial district,
- J. That the proposed group housing development will be consistent with the intent and purpose of this title to promote public health, safety and general welfare;
- K. That snow storage areas will be provided.

**18.60.050 – Conditional use for townhouse and zero lot line developments.**

In the case of townhouse and zero lot line developments where one structure will contain two or more dwelling units, and the contemplated arrangement of the overall project makes the strict interpretation of this title impractical, the planning and zoning commission may, after a public hearing, permit such development provided the following guidelines are followed:

- A. That the proposed dwelling group will constitute a residential environment of sustained desirability and stability, that it will be in harmony with the character of the surrounding neighborhood, and it will result in an intensity of land utilization no higher, and standard of



open space at least as high, as permitted or specified in this chapter in the district in which the proposed dwelling is to be located,

- B. That the tract of land on which the dwelling group is to be erected comprises a minimum of sixteen hundred square feet per dwelling unit for each dwelling unit within the proposed development,
- C. That the buildings are to be used only for residential purposes and the customary accessory uses, such as garages, storage spaces and recreational and community activities,
- D. That these are provided, as part of the proposed development, adequate recreation areas to serve the needs of the anticipated population,
- E. That off-street parking be provided on the basis of two parking spaces for each dwelling unit within the development. This requirement may be fulfilled by either two parking spaces adjacent to the dwelling unit or a parking area adequate to accommodate the total development parking requirement at a location conveniently located to all the dwelling units within the development,
- F. That the developer furnish the planning and zoning commission with two copies of the homeowners agreement which will cover such areas as property maintenance, dwelling unit maintenance and upkeep, etc. Only copy will be forwarded to the city attorney for his review and comments,
- G. That the development will not produce a volume of traffic in excess of the capacity for which the access streets were designed,
- H. That the property adjacent to the proposed dwelling group will not be adversely affected,
- I. That such dwelling group shall only be located on a district which permits residential use,
- J. That the proposed town house development will be consistent with the intent and purpose of this title to promote public health, safety and general welfare

**18.60.060 – Conditional use for mobile homes or travel trailers.**

The planning and zoning commission may grant a conditional use permit to allow mobile homes or travel trailers to be placed outside of planned mobile home parks in any zone district for up to twelve months to allow the lot owner temporary living quarters while building a residence. The temporary living quarters must be removed from the lot or vacated upon expiration of the conditional use permit.

**18.60.070 - Conditional use for telecommunication tower.**

- A. The planning and zoning commission may grant a conditional use permit for a telecommunication tower in any zoning district subject to the conditions in this section.
- B. In addition to the requirements 18.60.020 the application for a conditional use permit for a telecommunication tower shall include the following information:
1. A written narrative explaining why the proposed site has been chosen, why the telecommunication tower is necessary, why the requested height was chosen, and a full explanation regarding the telecommunication tower's ability to accommodate other providers; and
  2. Specifications for the telecommunication tower and all antennas to be located on it, including a description of design characteristics and material;
  3. A site plan drawn to scale showing property boundaries, telecommunication tower location, telecommunication tower height, guy wires and anchors and existing structures and land uses on the site and on adjacent property;
  4. A map showing the locations of the applicant's existing telecommunication towers that serve customers in the city and of all telecommunication towers that the applicant proposes to construct to serve customers in the city;
  5. A report prepared by a person registered as a structural engineer in Alaska showing the capacity by type and number of the telecommunication tower and antennas, and that the telecommunication tower and antennas are designed to withstand winds in accordance with the latest revision of ASI/EIA/TIA/222 standards ("Structural standards for steel communications antenna towers and communications antenna supporting structures");
  6. Identification of the person or persons who own the telecommunication tower and the equipment that is to be located on it;
  7. Written authorization for the application from the owner of the site;
  8. Evidence that the applicant has a valid FCC license for the use of the telecommunication tower;
  9. A line of sight analysis showing the potential visual and aesthetic impacts of the telecommunication tower on adjacent residential districts through the use of photo simulations of the telecommunication tower, including all antennas, structures, and equipment, using the vantage points and number of photo simulations requested by the planning department;
  10. A written agreement, on a form approved by the city attorney, to remove the telecommunication tower and restore the site to its original condition within one hundred eighty days after the telecommunication tower is substantially unused for a period of twelve consecutive months, and providing that if the telecommunication tower is not removed within this one hundred eighty-day period, the city may remove the telecommunication tower at the cost of the owner;
  11. A cell phone coverage map showing the applicant's proposed cell phone coverage within the city;
  12. A certificate from an engineer licensed in Alaska that the telecommunication tower, and all antennas and other equipment located on it, are built and installed to approved

specifications and will contain only equipment meeting Federal Communications Commission requirements;

13. Any additional information required by the planning department during the application process.
- C. In addition to the requirements 18.60.020 the planning and zoning commission may approve an application under this section, with or without conditions, if the application meets the following criteria:
1. **Location and Visual Impact.** The proposed location of the telecommunication tower will minimize the visual impact on the surrounding area while allowing the telecommunication tower to function in accordance with minimum standards imposed by the applicable telecommunications regulations and the applicant's technical design requirements. Telecommunication towers and attached antennas and equipment must be painted or coated in a color that blends with the surrounding environment. Muted colors, earth tones, and subdued hues, such as gray, shall be used. All associated structures such as equipment buildings, including the roofs, shall be painted with earth tone colors unless otherwise required under this code or other applicable law. Where necessary to make a telecommunication tower compatible with the historical, environmental or cultural character of its location, the planning and zoning commission may require that the telecommunication tower be disguised, hidden or screened, or integrated as an architectural feature of a structure, to reduce its visual impact.
  2. **Inability to Collocate.** It is not feasible to locate the applicant's telecommunication antenna and other equipment on any existing structure or tower under the control of the applicant.
  3. **Location in a Residential Zoning District.** An applicant seeking to locate a telecommunication tower in a residential zoning district must show that the area cannot be adequately served by a telecommunication tower located in a nonresidential zoning district for valid technical reasons.
  4. **Location on Public Property or Other Private Property.** If the applicant proposes to acquire a site on private property for the telecommunication tower, the applicant must show that no available publicly owned site or available privately owned site occupied by a compatible use is suitable under applicable communications regulations and the applicant's technical design requirements.
  5. **Design for Future Use.** A new telecommunication tower shall be designed to allow collocation of telecommunication antennas equal in number to the applicant's present and reasonably foreseeable future requirements.
  6. **Safety Code Met.** The telecommunication tower meets all applicable laws and code requirements, including without limitation health, nuisance, noise, fire, building and safety code requirements.
  7. **Distance from Existing Telecommunication Towers.** A telecommunications tower shall not be approved if it is located within one-half mile (two thousand six hundred forty feet) of an existing telecommunication tower, unless the applicant certifies that the existing

telecommunication tower does not meet the applicant's structural specifications and technical design requirements, or that a collocation agreement could not be obtained.

8. Zoning Requirements. With the exception of requirements for setback and height, which are established in this section, the telecommunication tower must comply with all applicable zoning laws and regulations, including, without limitation, all laws governing land development, visibility, fencing, screening, landscaping, parking, access, lot size, exterior illumination, and sign, storage.
  9. Setback. In all zoning districts, a telecommunication tower must be located no less than a distance equal to the tower height from all lot lines.
  10. Signs. No signs may be located on a telecommunication tower except for identification signage.
  11. Lighting. No lighting may be located on a telecommunication tower except as reasonably required for safety purposes or as required by the Federal Communications Commission, Federal Aviation Administration or other government agency with jurisdiction.
  12. Fencing. A fence with a minimum height of eight feet must be placed on the perimeter of the site of a telecommunications tower site to limit access by the public.
  13. Height. The height of a telecommunications tower may not exceed the maximum tower height specified in the conditional use permit or in this section.
- D. No decision regulating the placement, construction or modification of a telecommunication tower may be made on the basis of environmental or health effects of radio frequency emission if the antennas and other equipment on the telecommunication tower comply with Federal Communications Commission regulations.

#### **18.60.080 – Conditional use for marijuana establishments.**

- A. In addition to other applicable requirements, an applicant for a marijuana establishment conditional use permit shall submit an application to the planning and zoning commission that contains the following:
1. A copy of the lease for the property upon which the marijuana establishment will be located and a notarized written statement from the land owner stating that he, she or it has knowledge of and consent for the use of the property as a marijuana establishment.
  2. Any additional information the city planner may require to determine whether the application satisfies the criteria for issuance of a permit.
  3. Verification from city clerk and finance department that no monies are owed the city by the applicant or the land owner if not the applicant.
- B. A buffer zone of 1,000 feet shall be required between any marijuana establishment and building primarily being used as a public or private elementary or secondary education facility.
- C. A buffer zone of 500 feet shall be required between any marijuana establishment and:
- a. a recreation or youth center
  - b. a building in which religious services are regularly conducted
  - c. a correctional facility



- d. a hospital
- e. parks and playgrounds
- f. a public building (for the purpose of this section a public building shall be defined as a publicly owned building with regular operating hours that is open to the public)

- D. This section does not void an existing marijuana establishment conditional use permit if the conditional use permit was issued prior to the requirements in 18.60.080 B and C
- E. Upon denial, expiration or revocation of a marijuana establishment license issued by the State of Alaska, any conditional use permit issued for that marijuana establishment shall be immediately voided and any use permitted under such permit revoked.
- F. Notwithstanding any other requirement to the contrary, a conditional use application approved by the planning and zoning commission under this section is conditional upon the applicant using the property as a marijuana establishment within six months after the effective date of the applicant's State Marijuana Establishment License.
- G. The buffer distance specified in this subsection shall be measured by a radius of 1000 foot from the public entrance of the building in which the marijuana establishment premises would be located to
  - 1. the outer boundaries of the school ground
  - 2. the outer boundaries of the recreation or youth center
  - 3. the outer boundaries parks and playground
  - 4. the main public entrance of the building in which religious services are regularly conducted
  - 5. the main public entrance of the hospital
  - 6. the main public entrance public buildings
  - 7. the main public entrance of the correctional facility

#### **18.60.090 – Conditional use for junkyards.**

In addition to other applicable requirements, a junkyard conditional use is subject to the following:

- A. An applicant for a junkyard conditional use shall submit a site development plan to the planning and zoning commission containing the information required by the city planner. The planning and zoning commission shall review the site development plan, taking into account the following:
  - 1. The nature and development of the surrounding property;
  - 2. The proximity of the proposed junkyard to churches, schools, hospitals, public buildings, recreation areas, or other places of public gathering;
  - 3. The sufficiency in number of other similar business establishments in the city;
  - 4. The adequacy of fences and other types of enclosures proposed to prevent the unsightly display of the salvage yard;
  - 5. The health, safety, and general welfare of the public; and
  - 6. The suitability of the applicant to establish, maintain or operate such a business.

- B. A conditional use permit for a junkyard shall require that the junkyard be screened from public view with a privacy fence not less than seven nor more than ten feet in height. Slats in the fence shall be spaced no greater than two inches apart.

**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.

1<sup>st</sup> reading: December 20, 2017

1<sup>st</sup> reading after amendment: January 3, 2018

2<sup>nd</sup> reading and public hearing: February 7, 2018

2<sup>nd</sup> reading and public hearing: June 20, 2018

**PASSED AND APPROVED THIS 20<sup>th</sup> DAY OF JUNE, 2018.**

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Clay R. Koplin, Mayor

ATTEST:

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Susan Bourgeois, CMC, City Clerk

**CITY OF CORDOVA, ALASKA  
ORDINANCE 1170**

***AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AMENDING CORDOVA MUNICIPAL CODE 5.40.010 TO ADOPT A ONE-HALF (1/2)  
PERCENT INCREASE TO THE SALES TAX LEVIED BY THE CITY OF CORDOVA***

**WHEREAS**, the City of Cordova, Alaska (“City”) is currently facing financial challenges and budgeting concerns; and

**WHEREAS**, it is in the City’s best interest to generate revenue to support the valuable services the City provides its citizens, residents, and visitors; and

**WHEREAS**, the implementation of a minimal sales tax increase of one-half percent is in the City’s best interest as it provides the City additional revenues to meet the needs of its population and visitors.

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

**Section 1.** Cordova City Code Title 5.40.010 Levied, is amended to read as follows:

5.40.010 - Levied.

(A) There is levied on all sales, equal to or more than twenty cents, services provided and rents collected within the city, except sales, services and rents that are exempt from taxation under this chapter, a tax equal to six **and one-half percent** of the sale price, charge for services or rents collected.

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

1st reading: June 6, 2018

2nd reading and public hearing: June 20, 2018

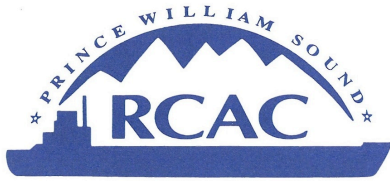
**PASSED AND APPROVED THIS 20th DAY OF JUNE, 2018.**

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

ATTEST:

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





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

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

**MEMBERS**

January 29, 2018

***Sent via email and USPS mail***

Alaska State  
Chamber of Commerce

Chugach Alaska  
Corporation

City of Cordova

City of Homer

City of Kodiak

City of Seldovia

City of Seward

City of Valdez

City of Whittier

Community of  
Chenega Bay

Community of  
Tatitlek

Cordova District  
Fishermen United

Kenai Peninsula  
Borough

Kodiak Island  
Borough

Kodiak Village Mayors  
Association

Oil Spill Region  
Environmental  
Coalition

Port Graham  
Corporation

Prince William Sound  
Aquaculture  
Corporation

Mayor Clay Koplin  
City of Cordova  
P.O. Box 1210  
Cordova, AK 99574

Dear Mayor Koplin:

The Prince William Sound Regional Citizens' Advisory Council (PWSRCAC) is writing to advise you that Robert Beedle's term on our Board of Directors expires at the upcoming May 3-4, 2018, annual meeting in Valdez.

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

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

- Understands her/his organization and/or community, its needs, concerns and perspectives;
- Has at least a rudimentary familiarity with oil transportation issues;
- Has a home and work schedule flexible enough to allow participation and travel;
- Is committed to our mission of promoting environmentally safe operation of the Alyeska terminal and associated tankers; and
- Seeks opportunities to foster cooperative and constructive relationships between citizens, industry and regulatory agencies.

A PWSRCAC director can expect to devote an average of 15 hours a month on PWSRCAC business. The full Board conducts three 2-day meetings in January, May, and September. In addition, annual budget and planning meetings are held, as well as special meetings and opportunities to participate in committees or work groups. PWSRCAC staff provides support to board members whenever possible.

**Please notify us in writing, no later than March 29, 2018,** of your selected individual for the City of Cordova's next two-year term on the PWSRCAC board. Ideally, this individual will then be expected to attend our May 3-4, 2018, meeting in Valdez for confirmation and participation. **If Robert Beedle will continue to be your representative, we ask that you still notify PWSRCAC in writing.**

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

Sincerely, .

Jennifer Fleming  
Executive Assistant

Cc via email: Robert Beedle

# CITY OF CORDOVA



Matt Woodruff  
American Maritime Partnership, President  
1601 K Street NW  
Washington, DC 20006-1600  
Tel: (202) 661-3740

Dear Mr. Woodruff,

I am writing to you today to express my support for a Jones Act waiver to re-flag the *Safari Voyager*, a ship recently acquired by UnCruise Adventures. As your organization considers their request, please take into consideration the support of the local communities in Alaska. The re-flagging would allow for the creation of a new cruise route, which would bring numerous economic benefits to the City of Cordova. We urge AMP to support the granting of a Jones Act waiver for the *Safari Voyager*.

The introduction of a cruise route with an endpoint in Cordova would create significant economic growth for our area. Since there are no other current or planned cruise routes through Cordova or the Prince William Sound, each of the estimated 1,320 visitors the *Safari Voyager* would bring to the area would be new and may not have otherwise visited. Visitors shopping, staying, and eating in Cordova would be an incredible economic boost for our small business owners and workers.

In addition, the cruise operations would complement current waterfront renovations and expansions in progress in Cordova, including tourism vessel fueling, berthing, and shore side services options. The potential of having a consistent cruise operation in Cordova would also provide the community additional support for even greater redevelopment.

The new UnCruise Prince William Sound route, in a region with no current competition for small overnight vessels, would spur major economic growth in Cordova as well as in Whittier, Seward, Valdez, Homer, and others. Therefore, I respectfully request AMP's support for UnCruise's effort to obtain a Jones Act waiver.

Please do not hesitate to contact me if I can provide any additional details or information as the AMP board proceeds in consideration of UnCruise's Jones Act waiver at [mayor@cityofcordova.net](mailto:mayor@cityofcordova.net) or (907)253-5026 text/cell.

Respectfully,

Clay Koplin  
Mayor of Cordova

# CITY OF CORDOVA



John Groundwater  
Passenger Vessel Association, Executive Director  
103 Oronco Street, Suite 200  
Alexandria, VA 22314  
1-800-807-8360 ext. 22

Dear Mr. Groundwater,

I am writing to you today to express my support for a Jones Act waiver to re-flag the Safari Voyager, a ship recently acquired by UnCruise Adventures. As your organization considers their request, please take into consideration the support of the local communities in Alaska. The re-flagging would allow for the creation of a new cruise route, which would bring numerous economic benefits to the City of Cordova. We urge PVA to support the granting of a Jones Act waiver for the Safari Voyager.

The introduction of a cruise route with an endpoint in Cordova would create significant economic growth for our area. Since there are no other current or planned cruise routes through Cordova or the Prince William Sound, each of the estimated 1,320 visitors the Safari Voyager would bring to the area would be new and may not have otherwise visited. Visitors shopping, staying, and eating in Cordova would be an incredible economic boost for our small business owners and workers.

In addition, the cruise operations would complement current waterfront renovations and expansions in progress in Cordova, including tourism vessel fueling, berthing, and shore side services options. The potential of having a consistent cruise operation in Cordova would also provide the community additional support for even greater redevelopment.

The new UnCruise Prince William Sound route, in a region with no current competition for small overnight vessels, would spur major economic growth in Cordova as well as Whittier, Seward, Valdez, Homer, and others. Therefore, I respectfully request PVA's support for UnCruise's effort to obtain a Jones Act waiver.

Please do not hesitate to contact me if I can provide any additional details or information as the PVA board proceeds in consideration of UnCruise's Jones Act waiver at [mayor@cityofcordova.net](mailto:mayor@cityofcordova.net) or (907)253-5026 text/cell.

Respectfully,

Clay Koplin  
Mayor of Cordova



# CITY OF CORDOVA



Matthew Paxton  
Shipbuilders Council of America, President  
20 F St NW Suite 500  
Washington, DC 20001  
Tel: (202) 737-3234

Dear Mr. Paxton,

I am writing to you today to express my support for a Jones Act waiver to re-flag the Safari Voyager, a ship recently acquired by UnCruise Adventures. As your organization considers their request, please take into consideration the support of the local communities in Alaska. The re-flagging would allow for the creation of a new cruise route, which would bring numerous economic benefits to the City of Cordova. We urge SCA to support the granting of a Jones Act waiver for the Safari Voyager.

The introduction of a cruise route with an endpoint in Cordova would create significant economic growth for our area. Since there are no other current or planned cruise routes through Cordova or the Prince William Sound, each of the estimated 1,320 visitors the Safari Voyager would bring to the area would be new and may not have otherwise visited. Visitors shopping, staying, and eating in Cordova would be an incredible economic boost for our small business owners and workers.

In addition, the cruise operations would complement current waterfront renovations and expansions in progress in Cordova, including tourism vessel fueling, berthing, and shore side services options. The potential of having a consistent cruise operation in Cordova would also provide the community additional support for even greater redevelopment.

The new UnCruise Prince William Sound route, in a region with no current competition for small overnight vessels, would spur major economic growth in Cordova as well as Whittier, Seward, Valdez, Homer, and others. Therefore, I respectfully request SCA's support for UnCruise's effort to obtain a Jones Act waiver.

Please do not hesitate to contact me if I can provide any additional details or information as the SCA board proceeds in consideration of UnCruise's Jones Act waiver at [mayor@cityofcordova.net](mailto:mayor@cityofcordova.net) or (907)253-5026 text/cell.

Respectfully,

Clay Koplin  
Mayor of Cordova



## City Council of the City of Cordova, Alaska

### Pending Agenda June 20, 2018 Regular Council Meeting

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

- 1) Code change re Council member service on boards/commissions, re mobile restaurant approval
- 2) Need for a Federal Lobbyist/RFP
- 3) Odiak Camper Park and/or other locations for long term rv/trailer space rentals in Cordova
- 4) Next strategic Planning Work Session - to be incorporated into budget work sessions
- 5) Comprehensive plan/master plan - to include - waterfront development & shipyard expansion - *rfp 18-02 is out* advertised beginning **5/3/18** - due in to City Manager and Planner by **2 pm 6/8/18**
- 6) Secure rural schools funding retro & current year - how to budget
- 7) Harbor expansion Town Hall type meeting - public input
- 8) Resolution of support for PWSAC and hatcheries re BoF proposals that speak against hatcheries need this by **September 2018** for next Board of Fish meetings

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

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

9/5/201812/5/20183/6/2019
- 2) Staff quarterly reports will be in the following packets:  

7/18/201810/17/20181/16/20194/17/2019
- 3) **July 4** meeting date - **July 5** instead? Or just **July 18** for that month?
- 4) **July 17** Public meeting with Charles Cobb, State of Alaska dam safety official

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

item:

suggested  
agenda date:

- 1) ...
- 2) ...
- 3) ...

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



## City Council of the City of Cordova, Alaska

### Pending Agenda - June 20, 2018 Regular Council Meeting

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

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

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

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

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

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



## **Overview of the Alaska Dam Safety Program**

**Charles F. Cobb, P. E.**  
**State Dam Safety Engineer**  
**Alaska Department of Natural Resources**

The Dam Safety and Construction Unit within the Water Resources Section of the Division of Mining, Land and Water, in the Alaska Department of Natural Resources (ADNR) administers the Alaska Dam Safety Program under the authority of AS 46.17 to “supervise the safety” of approximately 77 dams currently identified under state regulatory jurisdiction. The mission of the Alaska Dam Safety Program is to protect life and property in Alaska through the effective collection, evaluation, understanding and sharing of the information necessary to identify, estimate and mitigate the risks created by dams. ADNR issues *Certificates of Approval to Construct, Repair, Modify, Operate, Remove, or Abandon a Dam* after detailed technical reviews are completed on engineering submittals. The Alaska Dam Safety Program reviews periodic safety inspection reports, design drawings, engineering evaluations, detailed design reports, construction plans, quality assurance plans and more. The Alaska Dam Safety Program is administered as a cooperative effort between the ADNR and the various persons, businesses, agencies, and other interests that are involved in the design, construction, and operation of dams. To foster cooperation, communication between these parties must be effective and efficient. By anticipating the scope of the communication, all of the entities involved will better understand the level of commitment necessary to accomplish the objectives of a particular project. Safe dams are the ultimate objectives of the Alaska Dam Safety Program. If cooperative relationships can be established between all of the parties involved, the entire community will benefit.

# JUNE 2018

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
3	4	5	6	7	8	9
			6:00 Council work session 6:45 Council pub hrg CCAB 7:00 Council reg mtg CCAB			PRINCE WILLIAM SOUND SCIENCE CENTER Copper River Nouveau
10	11	12	13	14	15	16
		6:30 P&Z CCAB	5:30 CTC Board Meeting 7:00 Sch Bd HSL 7:00 Harbor Cms CCB	Flag Day		
17	18	19	5:00 Council work session 6:45 Council pub hrg CCAB 7:00 Council reg mtg CCAB	21	22	23
HAPPY FATHER'S Day 2018			Summer Solstice			
24	25	26	27	28	29	30
		6:00 P&R CCM	6:00 CEC Board Meeting	6:00 CCMCAB HCR		
1	2	Notes				





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

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

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

# JULY 2018

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

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





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

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

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

# AUGUST 2018

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1  CHS swimming starts Aug 1 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	2	3	4
5	6	7	8	9	10	11
early voting for Primary Election-Cordova Ctr, 8a-430p M-F, Aug 6 - Aug 20						
5:30 CTC Board Meeting						
6:30 P&Z CCAB						
7:00 Sch Bd HSL 7:00 Harbor Cms CCB						
12	13	14	15	16	17	18
early voting for Primary Election-Cordova Ctr, 8a-430p M-F, Aug 6 - Aug 20						
6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB						
19	20	21  State Primary Election Day 2018 6:00 P&R CCM	22  6:00 CEC Board Meeting	23	24	25
Alaska State Fair Aug 23 - Sep 3						
26	27	28	29 	30	31	1
Alaska State Fair Aug 23 - Sep 3						
2	3	Notes				

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

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

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



# 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> 3 years	<b>Clay Koplin</b> <a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>	March 1, 2016	March-19
Council members:			
Seat A: 3 years	<b>James Burton</b> <a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a>	March 1, 2016 March 5, 2013	March-19
Seat B: 3 years	<b>Kenneth Jones</b> <a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a>	March 7, 2017	March-20
Seat C: 3 years	<b>Jeff Guard</b> <a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a>	March 7, 2017	March-20
Seat D: 3 years	<b>Melina Meyer</b> <a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a>	March 6, 2018	March-21
Seat E: 3 years	<b>Anne Schaefer</b> <small>elected by cncl</small> <a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a>	March 6, 2018 December 6, 2017	March-21
Seat F: 3 years	<b>David Allison, Vice Mayor</b> <a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a>	March 1, 2016	March-19
Seat G: 3 years	<b>James Wiese</b> <a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a>	March 1, 2016	March-19

## Cordova School District School Board - Elected

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

seat up for re-election in 2019

**vacant**

board/commission chair

seat up for re-appt in Nov 18

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

## CCMC Authority - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	Kristin Carpenter	March 7, 2017	March-20
3 years	<i>vacant due to resignation</i>		March-19
3 years	April Horton	March 7, 2017	March-19
3 years	Linnea Ronnegard	March 6, 2018	March-21
3 years	Gary Graham	May 31, 2018	March-21
		elected by board to fill a vacancy due to resignation	seat will be up for a 2 yr term in 2019

## LIBRARY BOARD - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Mary Anne Bishop, Chair	November-16	November-19
		November-13	
		November-10	
		November-06	
3 years	Wendy Ranney	November-15	November-18
		April-13	
3 years	Sherman Powell	June-18	November-19
3 years	Sarah Trumblee	February-18	November-20
3 years	Krysta Williams	February-18	November-20
		elected by board to fill a vacancy due to resignation	

## PLANNING AND ZONING COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Nancy Bird	November-16	November-19
3 years	Allen Roemhildt	November-16	November-19
		January-14	
3 years	Scott Pegau, vice chair	November-17	November-20
		December-14	
		December-11	
3 years	John Baenen	November-15	November-18
		December-12	
3 years	Tom McGann, chair	November-17	November-20
		December-14	
		December-11	
		April-11	
3 years	Chris Bolin	September-17	November-18
3 years	<i>vacant due to resignation</i>		November-20

seat up for re-appt in Nov 18

seat up for re-election in 2019

*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	November-17	November-20
3 years	Andy Craig	November-16	November-19
3 years	Max Wiese	November-17	November-20
		January-14	
		March-11	
3 years	Ken Jones	November-16	November-19
		February-13	
3 years	Jacob Betts, Chair	November-15	November-18

## PARKS AND RECREATION COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney, Chair	November-15	November-18
		August-14	
3 years	Anne Schaefer	November-17	November-20
3 years	<i>vacant due to resignation</i>		November-18
3 years	Stephen Phillips	November-15	November-18
3 years	Marvin VanDenBroek	November-16	November-19
		February-14	
3 years	Karen Hallquist	November-16	November-19
		November-13	
3 years	Dave Zastrow	November-17	November-20
		February-15	
		September-14	

## HISTORIC PRESERVATION COMMISSION - APPOINTED

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

seat up for re-election in 2019

board/commission chair

seat up for re-appt in Nov 18

*vacant*