

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
August 15, 2018 @ 7:00 pm
Cordova Center Community Rooms
Agenda**



A. Call to order

B. Invocation and pledge of allegiance

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

C. Roll call

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

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

E. Disclosures of Conflicts of Interest

F. Communications by and Petitions from Visitors

- 1. Guest Speakers - **Cathy Rehnfeldt**, Executive Director, Cordova Chamber of Commerce..... (page 1)
- 2. Audience comments regarding agenda items..... (3 minutes per speaker)
- 3. Chairpersons and Representatives of Boards and Commissions (CCMCABoD, School Board)
 - a. Cordova School District FY19 Budget..... (page 2)
- 4. Student Council Representative Report - *on summer break*

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

- 5. Record excused absences of Council members **James Burton**, **Ken Jones** and **Melina Meyer** from the June 20, 2018 regular meeting

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

- 6. Minutes of May 24, 2018 Council Special Meeting..... (page 4)
- 7. Minutes of May 25, 2018 Council Special Meeting..... (page 5)
- 8. Minutes of June 6, 2018 Council Public Hearing..... (page 6)
- 9. Minutes of June 6, 2018 Council Regular Meeting..... (page 7)
- 10. Minutes of June 20, 2018 Council Public Hearing..... (page 10)
- 11. Minutes of June 20, 2018 Council Regular Meeting..... (page 11)
- 12. Minutes of June 27, 2018 Council Special Meeting..... (page 14)

I. Consideration of Bids

- 13. Direction to Manager to negotiate a contract for Comprehensive Plan update..... (voice vote)(page 15)
- 14. Direction to Manager to negotiate purchase of a refuse dumpster truck..... (voice vote)(page 18)
- 14a. Direction to Manager to negotiate a contract for consulting services for..... (voice vote)(page 19-1) 2019 BUILD grant application

J. Reports of Officers

- 15. Mayor's Report..... (page 20)
- 16. Manager's Report
- 17. City Clerk's Report
- 18. Staff Quarterly Reports - 2Q 2018
 - a. Parks and Recreation, **Susan Herschleb**, Director..... (page 21)
 - b. Cordova Harbor & Port, **Tony Schinella**, Harbormaster..... (page 24)
 - c. Finance Department, **Jon Stavig**, Director..... (page 26)
 - d. Cordova Police Department, **Mike Hicks**, Chief of Police..... (page 29)

- e. City Investments, **Buck & Chad Adams**, UBS Financial..... (page 31)
- f. Public Works Department, **Rich Rogers, PE**, City Engineer..... (page 39)
- g. Info Services and Cordova Center, **Cathy Sherman**, Library & Museum Director..... (page 40)
- h. Cordova Volunteer Fire Dept (1Q & 2Q), **Paul Trumblee**, City Fire Marshal..... (page 46)

K. Correspondence

- 19. 07-08-18 **Mayor Koplín** letter to **Senator Murkowski** re Salmon disaster funding..... (page 54)
- 20. 07-08-18 **Mayor Koplín** letter to **Senator Sullivan** re Salmon disaster funding..... (page 55)
- 21. 07-08-18 **Mayor Koplín** letter to **Representative Young** re Salmon disaster funding..... (page 56)
- 22. 07-09-18 **Mayor Koplín** letter to **Board of Fish** re emergency..... (page 57)
petition and meeting of July 17, 2018
- 23. 07-16-18 Memo from ADFG Wildlife biologist re bears..... (page 58)

L. Ordinances and Resolutions

- 24. Ordinance 1171..... (voice vote)(page 60)
An ordinance of the City Council of the City of Cordova, Alaska, authorizing the transfer of \$269,000 from the General Reserve Fund (permanent fund) to the refuse enterprise fund for the purchase of a refuse truck - 1st reading
- 25. Resolution 07-18-18..... (roll call vote)(page 64)
A resolution of the City Council of the City of Cordova, Alaska, amending the 2018 budget by appropriating \$122,146 from the City of Cordova general fund reserve and transferring it into the general projects fund to complete a comprehensive plan update
- 26. Resolution 08-18-19..... (roll call vote)(page 67)
A resolution of the City Council of the City of Cordova, Alaska, amending the 2018 budget by appropriating \$20,000 from the City of Cordova general fund reserve and transferring it into the #401 fund in order to contribute funds for an economic analysis of a Prince William Sound borough
- 26a. Resolution 08-18-20..... (voice vote)(page 69-1)
A resolution of the City Council of the City of Cordova, Alaska, authorizing the city manager to enter into a five-year lease of property legally described as a portion of USS 2637 approximately 1,203 square feet of instructional space on the Cordova Jr/Sr High School campus with the University of Alaska, on behalf of the University of Alaska, Prince William Sound College’s Cordova Campus

M. Unfinished Business

- 27. Council action on extension of performance deed of trust request..... (voice vote)(page 70)
from Dan Nichols, Lot 2, Block 3 CIP (may be discussed in executive session)

N. New & Miscellaneous Business

- 28. Council action on Disposal and Method of Disposal..... (voice vote)(page 73)
of 93,335 s.f. of ATS 220
- 29. Approval of a \$5,000 match to NVE’s Denali Commission grant to fund..... (voice vote)(page 77)
a facilitator toward defining a plan for Health Care in Cordova
- 30. Council concurrence of Mayor’s appointment to fill vacancy..... (voice vote)(page 79)
on P&R Commission
- 31. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 81)

O. Audience Participation

P. Council Comments

Q. Executive Session

- 32. see agenda item 27

R. Adjournment

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

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

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

THREATS

Lack of Business Development / Startup Support
Affordable & Adequate Housing / Office Space
Inadequate / Untrained / Unavailable Workforce
High Taxes / Lack of institutional support
Volunteer Fatigue
Accessibility / Transportation (ferry, air service)
Freight / Shipping / Fuel Cost
Federal & State funding loss, delay
Climate Change and its effects on Fisheries
Communications, Utility and Health Care Costs
Seasonality of jobs, consumers, visitors
Remote Location & Small Size of Community
Extreme Weather

STRENGTHS

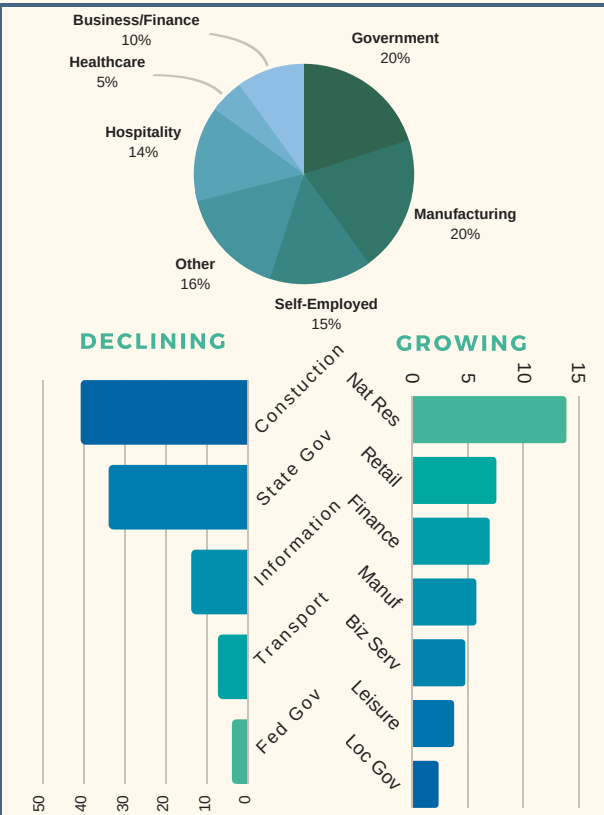
Strong Community, Safe, Family Friendly, Schools
Resourceful, resilient residents & businesses
Local Utilities, Health Centers, Construction Co
USCG Port, Tribal Entities
Beautiful Landscape, Intact Ecosystems
Access to Outdoor Recreation
Unique, authentic, small town feel
USFS, ADFG, PWSSC, non-profits
Obvious Main St, walkable downtown
Diverse, educated, artistic population
Business collaboration, adaptable businesses
Strong political voice, not far from ANC, JNU
Valuable fishery, Copper River brand association

OPPORTUNITIES / NEEDS

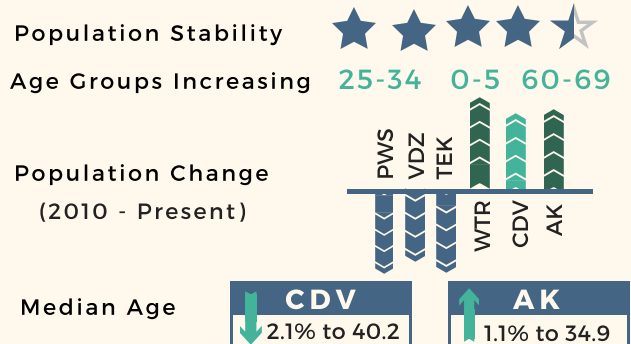
Tech Industry: Data Center, Networking, Security
Aquaculture/Aviation/Mariculture Voc School
Local Businesses could also have Online Stores
Co-working Space - Telecommuters
Mountain Bike/Marine Trail System
Target the Shoulder Season especially Sport Fishers
Boatyard Expansion - Enclosed, Certified Facility
Leverage Offseason - B&B, Processors, Arts, Meetings
Become a Sailing/Pleasure Boat Cruise Destination
Ultra Trail Marathons
Hike/Bike/Kayak Vendors, Botanical Tours
Ski Development at Heney Range (Federal land...)
Need Appraiser, Surveyor, Nurses, Piano Teachers...
Sport Fish Guides and Processing/Freezing

Year-Round Veterinarian
Community Kitchen
Develop Mariculture: Oysters, Kelp, Sea Cucumbers
Sell more Traditional Foods/ Wild-sourced Products
Covered Outdoor Rec Area, Dog Park, Zip Line
More Food Trucks
Local Brewery/Winery/Kombucha Brewery
Big Brother / Big Sister Program
Bowling Alley (indoor recreation?)
Youth Center (CFRC is developing?)
MHK (Tidal), Solar & Wind Power -- BATTERIES!
Utilize "Waste": Fish Biproduct, Alders, Black Slugs, Mud
Berry Farm - culturing for harvest (into jam, wine, etc)
More value-added seafood processors

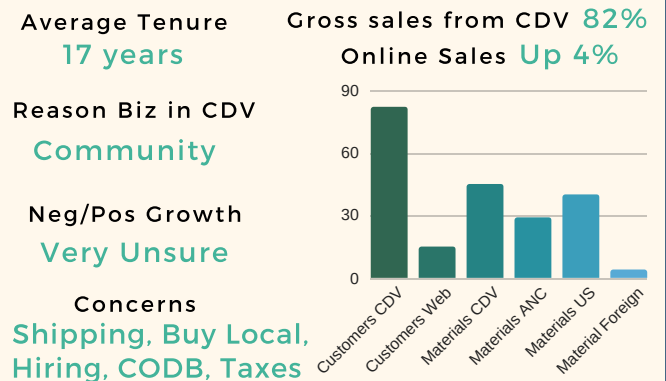
EMPLOYMENT PICTURE*



POPULATION*



CBS RESULTS



*Data collected & presented by Alaska Dept of Labor & Workforce Development Economist Neal Fried

Alaska Department of Education and Early Development - School Finance
FY2019 School Operating Fund Budget
Signature Page

School District Name: Cordova School District

Proj. District ADM: 331
brick & mortar ADM + correspondence ADM

Proj. Intensive count: 7

Proj. SPED count: 47
Total SPED student count

Prepared by:  Director of Budget and Finance 6/13/2018
Signature/Title Date

Phone Number: 907.424.4653 (Direct)

Approved by:  Superintendent's Signature 6-19-18
Date

Approval of City/Borough Official of Local Contribution designated on Page 3:

Official Signature/Title Date

**Alaska Department of Education and Early Development - School Finance
FY2019 School Operating Fund Budget Summary**

Cordova School District
District Name

Beginning Fund Balance: July 1, 2018 (Subject to 10% Limit per AS 14.17.505(a))	<u>\$590,000</u>
(Excluded from the 10% Limit)	<u>\$160,000</u>
Total Beginning Fund Balance	<u>\$750,000</u>

Revenue

010 City/Borough Appropriations	(1) <u>\$1,604,000</u>	
030 Earnings on Investments	(2) <u>0</u>	
040 Other Local Revenues	(3) <u>3,000</u>	
041 Tuition from Students	(4) <u>15,000</u>	
042 Tuition - Other Districts	(5) <u>0</u>	
047 E-Rate Program	(6) <u>124,704</u>	
050 State Sources	(7) <u>4,452,969</u>	
100 Federal Sources - Direct	(8) <u>46,000</u>	
150 Federal Sources - Through the State	(9) <u>0</u>	
190 Federal Sources - Other Agencies	(10) <u>0</u>	
250 Transfers From Other Funds	(11) <u>0</u>	
Total Revenue		<u>\$6,245,673</u>

Expenditures

100 Instruction	(12) <u>\$2,887,401</u>	
200 Special Education Instruction	(13) <u>682,811</u>	
220 Special Education Support Services	(14) <u>50,144</u>	
300 Support Services - Students	(15) <u>124,945</u>	
350 Support Services - Instruction	(16) <u>593,107</u>	
400 School Administration	(17) <u>297,876</u>	
450 School Administration Support Services	(18) <u>187,548</u>	
510 District Administration	(19) <u>273,228</u>	
550 District Administration Support Services	(20) <u>336,549</u>	
600 Operations and Maintenance of Plant	(21) <u>891,408</u>	
700 Student Activities	(22) <u>94,988</u>	
780 Community Services	(23) <u>0</u>	
900 Other Financing Uses	(24) <u>269,242</u>	
Total Expenditures		<u>\$6,689,247</u>

Ending Fund Balance: June 30, 2019 (Subject to 10% Limit per AS 14.17.505(a))	<u>\$146,426</u> **
(Excluded from the 10% Limit)	<u>\$160,000</u>
Total Ending Fund Balance	<u>\$306,426</u>

** Must be greater than or equal to zero

Special City Council Meeting
May 24, 2018 @ 11:30 am
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplín called the Council Special Meeting to order at 11:40 pm on May 24, 2018 in the Cordova Center Community Rooms.

B. Roll call

Present for roll call were **Mayor Clay Koplín** and Council members **James Burton**, **Ken Jones**, **Melina Meyer** and **David Allison**. Council members **Jeff Guard**, **Anne Schaefer** and **James Wiese** were absent. Also present were City Manager **Alan Lanning** and City Clerk **Susan Bourgeois**.

C. Approval of agenda

M/Burton S/Allison to approve the agenda.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Guard, Schaefer and Wiese). Motion was approved.

D. Disclosures of conflicts of interest - none

E. Communications by and petitions from visitors

1. Audience Comments regarding agenda item

Don Scutt asked when the changes from the ballot propositions will go into effect. **Mayor Koplín** said tomorrow.

F. New business

2. Resolution 05-18-14 Certification of the official results of the May 15, 2018 Special City Election.

M/Allison S/Burton to approve Resolution 05-18-14 Certification of the official results of the May 15, 2018 Special City Election.

Allison said it is what it is, we will move on from here and discuss this at our next meeting. **Jones** asked what Council can or can't do and within what time frame concerning these taxes now that these have been voted upon. **Bourgeois** read the charter provision that speaks to this exact question.

Charter Section 11-4: The council may not, within two years after the election, repeal an initiated ordinance which has been enacted, but may at any time pass an ordinance amending it by the same vote required for the passage of an emergency ordinance.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Guard, Schaefer and Wiese). Motion was approved.

G. Audience participation - none

H. Council comments - none

I. Adjournment

M/Allison S/Burton to adjourn.

Hearing no objection, the meeting was adjourned at 11:46 pm

Approved: August 1, 2018

Attest: _____
Susan Bourgeois, CMC, City Clerk

**Special City Council Meeting
May 25, 2018 @ 12:00 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order

Vice Mayor David Allison called the Council Special Meeting to order at 12:00 pm on May 25, 2018 in the Cordova Center Community Rooms.

B. Roll call

Present for roll call were Council members *Ken Jones, Jeff Guard, Melina Meyer, Anne Schaefer* and *David Allison*. *Mayor Clay Koplín* and Council members *James Burton* and *James Wiese* were absent. Also present were City Manager *Alan Lanning* and City Clerk *Susan Bourgeois*.

C. Approval of agenda

M/Jones S/Schaefer to approve the agenda.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Wiese). Motion was approved.

D. Disclosures of conflicts of interest - none

E. Communications by and petitions from visitors

1. Audience Comments regarding agenda item

Alex Russin superintendent of schools said the request is before you, it's been in conversations, been a long time coming, the school district hopes the council will approve the request today. He can answer questions as the resolution is considered.

F. New business

2. Resolution 05-18-15 A resolution of the City Council of the City of Cordova, Alaska, transferring \$135,000 from the City of Cordova general fund reserve to Cordova School District for the purpose of purchasing and replacing the CHS gymnasium floor.

M/Guard S/Jones to approve Resolution 05-18-15 A resolution of the City Council of the City of Cordova, Alaska, transferring \$135,000 from the City of Cordova general fund reserve to Cordova School District for the purpose of purchasing and replacing the CHS gymnasium floor.

Guard said, let's take care of this. *Jones* asked *Lanning* if this must come from the general fund reserve, can't we use the secure rural schools funding for this. *Lanning* said that this is all in one place. This is the general fund not the permanent fund. *Jones* asked if we can afford this. *Lanning* said yes, we can, with secure rural schools funding coming and with the extra fish tax from last year. *Guard* had questions about the materials being used. *Russin* showed the samples from the contractor - the one we are going with is a rail system, the wood floor would be elevated which is useful with a wet climate, concerning air flow, etc.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Wiese). Allison-yes; Schaefer-yes; Guard-yes; Meyer-yes; Wiese-absent; Burton-absent and Jones-yes. Consent Calendar was approved.

G. Audience participation

Alex Russin thanked Council for its action.

H. Council comments

Jones said the increased raw fish tax and the reauthorized secure rural schools funding certainly swayed his vote on this.

Allison said he appreciates that the school partially funded this as well, from the insurance settlement and also from their savings.

I. Adjournment

M/Guard S/Jones to adjourn.

Hearing no objection, the meeting was adjourned at 12:28 pm

Approved: August 1, 2018

Attest: _____
Susan Bourgeois, CMC, City Clerk

**City Council Public Hearing
June 6, 2018 @ 6:45 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order

Mayor Clay Koplín called the Council public hearing to order at 6:49 pm on June 6, 2018, in the Cordova Center Community Rooms.

B. Roll call

Present for roll call were *Mayor Clay Koplín* and Council members *Jeff Guard*, *Melina Meyer*, *David Allison* and *James Wiese*. Council member *Ken Jones* was present via teleconference. Council members *James Burton* and *Anne Schaefer* were absent. Also present were City Manager *Alan Lanning* and Deputy City Clerk *Tina Hammer*.

C. Public hearing

1. Ordinance 1169 an ordinance of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a ten year lease agreement with Saddle Point Machine LLC, which includes an option to purchase, described as Lot 3, Block 5, North Fill Development Park
2. Resolution 06-18-16 a resolution of the City Council of the City of Cordova, Alaska, setting the mill rate for the 2018 tax year

Mayor Koplín opened the hearing up for public testimony on Ordinance 1169 and Resolution 06-18-16.

M/Allison S/Guard to recess until 6:58 pm.

Hearing no objection, the meeting was recessed.

At 7:00 pm, *Mayor Koplín* called the hearing back to order.

There still was no public comment.

D. Adjournment

Mayor Koplín adjourned the public hearing at 7:00 pm, with no objection.

Approved: August 1, 2018

Attest: _____

Susan Bourgeois, CMC, City Clerk

Regular City Council Meeting
June 6, 2018 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplín called the Council regular meeting to order at 7:00 pm on June 6, 2018, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplín led the audience in the Pledge of Allegiance.

C. Roll call

Present for roll call were **Mayor Clay Koplín** and Council members **Jeff Guard**, **Melina Meyer**, **David Allison** and **James Wiese**. Council member **Ken Jones** was present via teleconference. Council members **James Burton** and **Anne Schaefer** were absent. Also present were City Manager **Alan Lanning** and Deputy City Clerk **Tina Hammer**.

D. Approval of Regular Agenda

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

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Schaefer). Motion was approved.

E. Disclosures of Conflicts of Interest

F. Communications by and Petitions from Visitors

1. Guest Speakers - none
2. Audience comments regarding agenda items - none
3. Chairpersons and Representatives of Boards and Commissions
 - a. CCMC Authority 2018 more detailed budget document

Scot Mitchell, CCMC Authority CEO, reported that: 1) there was never an issue of whether the hospital was going to close, he's been working on this telecom bill/reimbursement (FCC and a federal grant program) for over a year now, bids are already in to replace Alaska Communications as our telecom provider (we are under contract with them through November 2018); 2) the go-live date of August 1 for electronic health records on the hospital side - new system, will improve revenues, a lot of staff training goes into this; 3) UPS for the CT Scanner project is in the works, most of the equipment is here, hopefully will be able to flip the switch and protect the CT Scanner within a couple of weeks; 4) CCMC Authority Board elected **Gary Graham** as their new member to replace the departing **Amanda Wiese**, he will fill that seat until the March 2019 election - there is also a new vacancy with **Sally Bennett** leaving - hopefully to be filled at June meeting; 5) new interim CFO is **Lee Bennett**, he has been here a couple of times before.

Barb Jewell, School Board President, reported that: 1) second reading of their budget will be at next week's meeting; 2) asbestos has been found in the gym floor so abatement plan is being formulated - she appreciates council's contribution to the gym floor project.

4. Student Council Representative Report - summer break

G. Approval of Consent Calendar - none

H. Approval of Minutes

M/Allison S/Wiese to approve the minutes.

5. Minutes of the May 16, 2018 Council Regular Meeting

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Schaefer). Motion was approved.

I. Consideration of Bids - none

J. Reports of Officers

6. Mayor's Report - **Mayor Koplín** gave a verbal report - he was in Fairbanks last week for a big event, a National Lab Day - 14 leaders of the National Laboratories were in attendance and 4 or 5 undersecretaries of the Department of Energy were also there. Cordova and work being done here was mentioned in many presentations, really good visibility for the community. He was able to invite some council members on Monday June 4, for a helicopter tour of the Crater Lake site, the helicopter became available last minute. CEC will be submitting a letter of interest on purchasing some city property where the current diesel plant is located. He will delve into the gross receipts tax option, he knows it has been looked into before, he thinks **Bitney** has looked at it recently for us as well. He mentioned that Copper River Nouveau is

this weekend. **Mayor Koplín** mentioned that there are still vacancies on the Planning Commission and on Parks and Recreation Commission - he encouraged the public to consider volunteering in such important roles for the City.

7. Manager's Report -City Manager **Alan Lanning** reported 1) he will be out of town from June 8-18, **Chief Hicks** will be acting manager while he is gone; 2) July 17, Tuesday evening, the state dam inspector will be here - 6pm presentation and a Q&A; 3) we've been invited to participate in a borough meeting in Girdwood, Valdez, Whittier and some smaller communities will be in attendance - June 20, he asked if any Council members wanted to attend, he'd make travel arrangements; 4) RFP's still out and we are struggling with personnel issues, Weston's job still being advertised.

Questions: **Guard** asked who is facilitating the borough meeting - **Mayor Koplín** responded that surprisingly it is the community of Girdwood, he doesn't believe they have ever been in the conversation before. **Allison** asked the status of the North Fill Boat launch ramp/dock. **Lanning** was unsure, he said he will provide an update. **Jones** asked the status of the Adams Street sidewalk project and the ADF&G corner road patching. **Greenwood** responded that Adams Street just went out to bid yesterday, awaiting a bid on asphalt when someone is doing some paving, unknown timeline on that.

8. City Clerk's Report - no report given.

K. Correspondence

L. Ordinances and Resolutions

9. Ordinance 1169 An ordinance of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a ten year lease agreement with Saddle Point Machine LLC, which includes an option to purchase, described as Lot 3, Block 5, North Fill Development Park - 1st reading

M/Allison S/Guard to adopt Ordinance 1169 An ordinance of the City Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a ten year lease agreement with Saddle Point Machine, LLC, which includes an option to purchase, described as Lot 3, Block 5, North Fill Development Park.

Allison said we have been through this several times, he thanked **Mr. Brown** for his willingness to invest in Cordova and he wished him well with his project.

Vote on the motion: 5 yeas, 0 nays, 2 absent. Wiese-yes; Jones-yes; Meyer-yes; Schaefer-absent; Allison-yes; Burton-absent and Guard-yes. Motion was approved.

10. 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

M/Guard S/Wiese to adopt 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

Guard said we are a little bit short on dollars after the referendum vote and he didn't believe the vote of the public was to cut the budget, it was just a vote against those specific taxes. **Jones** said he likes this idea better than other revenue ideas but he's still not sure if it is the best way to move forward, he's on the fence tonight. **Allison** is not in favor at this point in time, he'd like to leave this open for consideration for next year's budget discussions. He believes it might end up on the ballot again as the citizens have "anti-tax" sentiments on their mind currently. **Guard** reiterated that he is not in favor of taxes but he also believes that one year in to our low estimate for fish tax, we are using up the excess collected. He doesn't believe that is how that was supposed to work. **Jones** agreed with **Allison's** idea of not killing this tonight but perhaps referring it to staff to have it available during budget talks. **Wiese** opined if we pass this tonight we'll hear public comment before next reading, so he'll vote yes tonight. **Meyer** said the same - she really thought motor fuel was the way to spread it out, not an increase in sales tax, but she will vote in favor of this on first reading.

Vote on the motion: 3 yeas, 2 nays (Jones, Allison), 2 absent (Burton, Schaefer). Motion was approved.

11. Resolution 06-18-16 a resolution of the City Council of the City of Cordova, Alaska, setting the mill rate for the 2018 tax year.

M/Allison S/Guard to approve resolution 06-18-16 a resolution of the City Council of the City of Cordova, Alaska, setting the mill rate (11.81) for the 2018 tax year

Allison said this is the number we budgeted for, he will support it.

Vote on the motion: 5 yeas, 0 nays, 2 absent. Allison-yes; Schaefer-absent; Guard-yes; Meyer-yes; Wiese-yes; Burton-absent and Jones-yes. Motion was approved.

M. Unfinished Business - none

N. New & Miscellaneous Business

12. Council action on disposal and method of disposal for 1,203 s.f. on CHS campus

M/Allison S/Meyer to dispose of approximately 1,203 s.f. of instructional space in the Cordova Junior/Senior High School campus as outlined in Cordova Municipal Code 5.22.060 B 1. By negotiating an agreement with the University of Alaska to lease ~~or purchase~~ the property.

Allison said he supports this, it's been beneficial to town and the school district to have the college and it's worked out in this location for several years now. *Guard* wanted to ensure that we were discussing lease not sale. That is true, should read lease in the motion.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Schaefer). Motion was approved.

13. Council concurrence of **Mayor Koplin's** appointment to fill vacancies on the Library Board, Planning Commission & Parks & Rec Commission

M/Allison S/Wiese to concur with **Mayor Koplin's** appointment (*Sherman Powell*) to fill the vacancy on the Library Board.

Allison said we need to do some recruiting to get more volunteers for the other vacancies.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Schaefer). Motion was approved.

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

June 20 meeting about borough in Girdwood - *Meyer* said she could attend. July 17 - a potential dam safety community meeting. *Allison* advised that CTC holds meetings on the 2nd Wednesday of the month now.

O. Audience Participation - none

P. Council Comments

Wiese thanked everyone for coming and thanked **Sherman Powell** for stepping up to volunteer on the Library Board.

Guard - echoed the comments made.

Q. Executive Session

15. Union Contract negotiations update

M/Wiese S/Allison to go into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government specifically, a union contract negotiation update.

With no objection, the motion was approved and *Mayor Koplin* called for a 3-minute recess to clear the room at 7:41 pm.

Council entered the executive session at 7:43 pm.

The regular meeting was reconvened at 8:03 pm.

R. Adjournment

M/Guard S/Allison to adjourn the meeting.

Hearing no objection Mayor Koplin adjourned the meeting at 8:03 pm.

Approved: August 1, 2018

Attest: _____

Susan Bourgeois, CMC, City Clerk

**City Council Public Hearing
June 20, 2018 @ 6:45 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order

Mayor Clay Koplín called the Council public hearing to order at 7:00 pm on June 20, 2018, in the Cordova Center Community Rooms.

B. Roll call

Present for roll call were *Mayor Clay Koplín* and Council members *Jeff Guard*, *Anne Schaefer*, *David Allison* and *James Wiese*. Council members *James Burton*, *Ken Jones* and *Melina Meyer* were absent. Also present were City Manager *Alan Lanning* and City Clerk *Susan Bourgeois*.

C. Public hearing

1. 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

2. 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

Mayor Koplín opened the hearing up for public testimony on Ordinances 1162 and 1170.

Roseanne Curran of 110 Sawmill Avenue, quoted some studies and statistics on marijuana use. She was of the opinion and asked Council to increase the distance that a marijuana establishment council be from school grounds. She also opined that the taxation on marijuana should be higher.

Dean Curran of 110 Sawmill Avenue expressed concerns about commercial grow sites: wastewater, smell and air pollution. He also opined that the taxation should be like a bed tax, an additional 6%, he’d like to see alcohol and tobacco at that higher taxation rate too.

William Deaton of 524 Second Street said since he is a student, his voice was not heard in the election. He said he thinks that legalization of marijuana is justification. He encouraged Council to vote against the marijuana ordinance tonight because he said it’s the right thing to do.

Annette Deaton of 524 Second Street, as a mother and a citizen she humbly asked Council not to go ahead with the marijuana ordinance. She also asked Council not to increase the sales tax.

Mary Gonzalez of 402 Adams said that the marijuana issue could be a concern as far as its effect on business owners and safety in the workplace. She said with random testing still in place in some industries this could lead to the decreased possibilities of finding good employees. She said the ordinance is also making council the local regulatory authority, what does that mean and can that be done if it is a City Council member who has such a license.

D. Adjournment

M/Allison S/Guard to adjourn the public hearing.

Mayor Koplín adjourned the public hearing at 7:21 pm, with no objection.

Approved: August 1, 2018

Attest: _____
Susan Bourgeois, CMC, City Clerk

**Regular City Council Meeting
June 20, 2018 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order

Mayor Clay Koplín called the Council regular meeting to order at 7:22 pm on June 20, 2018, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplín led the audience in the Pledge of Allegiance.

C. Roll call

Present for roll call were **Mayor Clay Koplín** and Council members **Jeff Guard, Anne Schaefer, David Allison** and **James Wiese**. Council members **James Burton, Ken Jones** and **Melina Meyer** were absent. Also present were City Manager **Alan Lanning** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

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

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Meyer). Motion was approved.

E. Disclosures of Conflicts of Interest - none

F. Communications by and Petitions from Visitors

1. Guest Speakers - none

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

Kristin Carpenter, CCMC Authority Board President, reported that: 1) at each meeting they work on board development - so far have covered things like board-staff communication, community needs assessment, Sound Alternatives grants, infection prevention program - just trying to get people on the board familiar with all the functions of the CCMC Authority. There has been turnover in the CFO position, **Mitchell** has been advertising and has also worked on a different staff configuration that will cover the duties. Audit report should be complete by late July. Specialty clinic with an OB/GYN was very successful. **Gary Graham** has been added to the Board and we still have one vacancy. There may be a request for supplemental funding to the City by end of July because there are 3 payrolls in August and PERS is still an ongoing issue.

Guard asked how we were doing on the PERS debt, the amount in arrears. **Carpenter** said we are not doing well, we are still in arrears.

4. Student Council Representative Report - summer break

G. Approval of Consent Calendar

5. Record excused absence of Council members **James Burton** and **Anne Schaefer** from the June 6, 2018 regular meeting

Vote on the approval of the consent calendar: 4 yeas, 0 nays, 3 absent. Meyer- absent; Jones- absent; Schaefer-yes; Guard-yes; Allison-yes Wiese-yes and Burton-absent. Consent calendar was approved.

H. Approval of Minutes - none

I. Consideration of Bids - none

J. Reports of Officers

6. Mayor's Report - **Mayor Koplín** said that in his written report he talked about the Harbor needs and he also mentioned the possible usefulness of a lobbying firm such as the one who wrote a proposal under correspondence in the packet.

7. Manager's Report -City Manager **Alan Lanning** reported 1) he emailed Council the final agreed upon CBA, as was discussed in last meeting's executive session; 2) he will get out an email to council about gross receipts tax - tiered effect, more punitive to a less profitable business; 3) received 6 applications for facilities superintendent - interviewed one person today but we are being extraordinarily diligent - the 6 application response is rather disappointing; 4) paving will be occurring, about 96 tons of paving - \$36,000 in the budget; 5) 3 proposals submitted for the RFP for the Comprehensive Plan update - going through those currently.

a. PowerPoint on State of Alaska Tier 1 Harbor Grant Program

City Planner Samantha Greenwood and *Harbormaster Tony Schinella* presented a power point and explained how this state grant program works, what would qualify for reimbursement and what the payments would look like, they also gave a few options for revenue sources to make such bond payments.

8. City Clerk's Report - *Bourgeois* had nothing to report, catching up since she had been away from the office for a bit.

K. Correspondence

9. 06-08-18 Robertson, Monagle & Eastaugh engagement letter

L. Ordinances and Resolutions

10. 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 - 2nd reading

M/Schaefer S/Guard to adopt 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.

Schaefer said we hashed this out previously, she is in favor of this. *Guard* said he understands it is an emotional issue - we went with the higher buffer zone for schools, he said we understand what it means to be the regulatory authority. Currently, there are no controls over the marijuana industry in Cordova, this ordinance will put those in place. *Mayor Koplín* clarified that the ordinance being adopted tonight, was the one in the handout - as the one in the packet was an older version. There was clarification on the actual buffers, the state's language was read into the record (main public entrance of the licensed location to the outer boundaries of the school grounds - which would equate to the property lines), as to how they calculate the 1000-foot buffers. *Greenwood* also clarified the steps that Council has an opportunity to weigh in on these licenses - i.e. conditional use permits for every single one as well as the ability to weigh in once the state forwards a completed license application to the local regulatory authority, (the Cordova City Council). *Allison* said he will vote in favor, he appreciates the comments from the public tonight, but this ordinance gives us local control. He also opined that as far as taxes, during budget we will be considering all kinds of other taxes so that may be revisited.

Wiese also spoke in favor of the ordinance.

Vote on the motion: 4 yeas, 0 nays, 3 absent. Wiese-yes; Jones-absent; Meyer-absent; Schaefer-yes; Allison-yes; Burton-absent and Guard-yes. Motion was approved.

11. 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 - 2nd reading

M/Guard S/Wiese to adopt 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.

Guard said we have a bare bones budget and it is lacking \$340K now due to the 2 ballot prop reversals. He said this is a measure to keep us above water. *Wiese* said he will not support this - he voted yes on the first reading to get public input and he has heard from lots of people, so he will be voting no. *Allison* said he is not in favor of this ordinance. He said with the couple of different, "windfalls" so to speak, he can't vote yes on this. He would like to keep this as an option when our budget discussions start up in fall. *Schaefer* said she agrees that we have a bare bones budget but this seems like a knee-jerk reaction, she can't support it at this time. She'd prefer to act considerately and deliberately, we will need public buy-in. *Guard* said he's fine, he's not trying to change anyone's mind, he understands where this vote is going. He said we had meeting after meeting after meeting when we did the 2018 budget - we wanted more public involvement, we tried to get it.

Vote on the motion: 1 yea, 3 nays, 3 absent. Allison-no; Schaefer-no; Guard-yes; Meyer-absent; Wiese-no; Burton-absent and Jones-absent. Motion failed.

M. Unfinished Business - none

N. New & Miscellaneous Business

12. Council concurrence of *Mayor Koplín's* appointment of *Robert Beedle* to fill the vacancy on the Prince William Sound Regional Citizens Advisory Board

M/Allison S/Wiese to concur with *Mayor Koplín's* appointment of *Robert Beedle* to fill the vacancy on the Prince William Sound Regional Citizens Advisory Board.

Allison said he's been on there for 5 or more years and he is knowledgeable. *Wiese* agreed.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Meyer). Motion was approved.

13. Council concurrence of **Mayor Koplín's** letters supporting Jones Act waiver to support UnCruise *M/Allison S/Wiese* to concur with **Mayor Koplín's** letters supporting Jones Act waiver to support UnCruise.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Meyer). Motion was approved.

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

Mayor Koplín mentioned that there are still vacancies on boards - one on P&Z and one on P&R. **Bourgeois** asked what to do about the next regular meeting scheduled for July 4 - after some discussion, Council agreed that the next possible day to attain a quorum would be on July 18. **Mayor Koplín** thought maybe a joint work session with the Harbor Commission, should be in the near future. Everyone agreed this might have to wait until after fishing as most interested parties as well as most Harbor Commission members are pretty busy with the season. July 17 - State Dam inspector will be in Cordova for a public meeting - not a City Council event.

O. Audience Participation

Dean Curran of 110 Sawmill Avenue is still concerned about the smell issue that a marijuana facility will have.

P. Council Comments

Wiese thanked everyone for coming and thanked **Gary Graham** for stepping up on CCMCA Board, thanked **Mayor Koplín** for his letters of support

Schaefer thanked everyone for sharing comments, she appreciates the public input. She also thanked **Beedle, Graham** for serving. Also, she encouraged people in the audience to talk up the vacancies we still have, she said it's fun and feels good to get involved and help Cordova be a great place to live.

Allison also thanked the audience for comments - he especially appreciated Council Member **Guard's** efforts on the budget, and keeping Council grounded a little bit.

Guard said he knows that marijuana is a contentious issue, he still believes they did the right thing tonight - in Cordova's best interest.

Q. Executive Session

15. ~~Legal update - Beecher matter~~ this item was not needed, there was no update

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

M/Allison S/Guard to go into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government specifically, CCMC professional staffing changes, future contracts for locum physicians and anticipated financial implications and to invite **Scot Mitchell** and **Kristin Carpenter** to join us.

With no objection, the motion was approved and **Mayor Koplín** called for a 3-minute recess to clear the room at 8:49 pm.

Council entered the executive session at 8:54 pm.

The regular meeting was reconvened at 9:17 pm.

Mayor Koplín stated that these issues were discussed - CCMCA staffing changes and financial implications, but no decisions were made.

R. Adjournment

M/Allison S/Schaefer to adjourn the meeting.

Hearing no objection **Mayor Koplín** adjourned the meeting at 9:18 pm.

Approved: August 1, 2018

Attest: _____
Susan Bourgeois, CMC, City Clerk

**Special City Council Meeting
June 27, 2018 @ 12:00 pm
Cordova Center Mayor's Conference Room
Minutes**

A. Call to order

Mayor Clay Koplín called the Council Special Meeting to order at 12:00 pm on June 27, 2018 in the Cordova Center Community Rooms.

B. Roll call

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

C. Approval of agenda

M/Allison S/Burton to approve the agenda.

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

D. Disclosures of conflicts of interest - none

E. Communications by and petitions from visitors

1. Audience Comments regarding agenda item

Tommy Sheridan of Silver Bay Seafoods spoke in favor of the resolution. He is especially concerned about the process. ADF&G had declared that this did not constitute an emergency, yet the Board took it upon themselves to hear this petition and in the middle of the seine fishery when very few in favor of the increase in egg take, the commercial fishermen and processors, etc. will be able to be in attendance to give comment.

Casey Campbell of PWSAC, spoke in favor of the resolution. He said this is very important to them as well because it is an effort aimed against hatcheries, third or fourth time this has happened. He agreed that it was an abuse of the process.

Rick Isaacson of Trident Seafoods also spoke in support of the resolution.

F. New business

2. Resolution 06-18-17 A resolution of the City Council of the City of Cordova, Alaska, supporting the Valdez Fisheries Development Association Inc., Solomon Gulch Hatchery permitted increase of 20 million pink salmon eggs.

M/Wiese S/Meyer to approve Resolution 06-18-17 A resolution of the City Council of the City of Cordova, Alaska, supporting the Valdez Fisheries Development Association Inc., Solomon Gulch Hatchery permitted increase of 20 million pink salmon eggs.

Wiese said this is a fear tactic, we should urge Board of Fish to wait until the regular October meeting to discuss this, no need for the emergency. *Schaefer* asked what the increased egg take amount was. *Sheridan* was able to answer, he said ADF&G approved a 40 million egg take increase over time. A 20 million egg increase was instituted in 2016 and now the additional 20 million was to occur in 2018.

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

G. Audience participation

Tommy Sheridan thanked Council for their action.

Casey Campbell thanked Council.

Rick Isaacson thanked Council.

H. Council comments - those present thanked the 3 members of the public that gave comments and answered questions; *Guard* opined that the sport fish industry over in Cook Inlet is as much of a threat to us as are the upriver user groups in the interior that we have been worried about in the past.

I. Adjournment

M/Allison S/Schaefer to adjourn.

Hearing no objection, the meeting was adjourned at 12:28 pm

Approved: August 1, 2018

Attest: _____
Susan Bourgeois, CMC, City Clerk



AGENDA ITEM 13
City Council Meeting Date: 08/01/18
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager
DATE: July 9, 2018
ITEM: Award to update the 2008 Comprehensive Plan RFP #18-02
NEXT STEP: Council authorizes the City Manager to negotiate this contract

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE

This CCCF constitutes the memorandum required per Cordova Municipal Code 5.12.040 setting forth the following:

- A. Identity of Contractor: Agnew-Beck, Anchorage, AK
- B. Contract Price: \$122,146.00
- C. Nature & quantity of the work that the City shall receive under the contract:
 - a complete update of the existing 2008 comprehensive plan with updated graphics and maps;
 - 4 facilitated public meetings, use of a variety of public involvement tools (web based surveys, newsletters, interviews etal); and
 - 8 complete chapters including implementation
- D. Time for performance under the contract:
start July 20, 2018 and complete by August 1, 2019

II. RECOMMENDED ACTION / NEXT STEP:

Council to approve a motion such as: “move to direct the City Manager to negotiate a contract with Agnew-Beck Consultants, Anchorage, AK, to provide consulting services to update the 2008 comprehensive plan per RFP#18-02 for a sum of money not to exceed one hundred twenty-two thousand one hundred forty-six dollars and no cents (\$122,146.00)”.

III. FISCAL IMPACTS:

2018 Budget will need to be amended via resolution (appears under ordinances and resolutions part of tonight's meeting agenda)

IV. BACKGROUND INFORMATION:

The City's Comprehensive Plan Proposal Review Committee (Rich Rogers, Samantha Greenwood, Leif Stavig, Nancy Bird, Kristin Carpenter, and Tom McGann) independently reviewed each of the proposals and scored them according to the criteria detailed in the request for proposals (RFP). Afterwards, the committee met to compare results. All six committee members had the same rank for each of the proposals, with Agnew-Beck's proposal unanimously scoring the highest.

The committee found that Agnew-Beck's proposal was the most responsive to the RFP. Out of the three firms, Agnew-Beck had the most extensive experience in rural, southcentral, coastal Alaska communities, including some past experience working in Cordova. They have also produced several Comprehensive Plans in communities similar to Cordova.

Agnew-Beck provided the most detail for public involvement and participation throughout the project. They plan to not only hold public meetings, but to pursue outreach with the youth, conduct interviews with community members, conduct a survey, and use other methods of public engagement.

Agnew-Beck's timeline for completing the Comprehensive Plan is detailed and realistic, and the organization of the plan is logical. Their proposal stressed the importance of having a visually appealing plan with graphics, photos, and maps. Their work in other communities demonstrates their ability to produce professional and useful Comprehensive Plans.

V. LEGAL ISSUES:

Contract shall be negotiated and awarded per Code paras 5.12.040, 5.12.130 and 5.12.070.

VII. SUMMARY AND ALTERNATIVES:

Alternative #1: Authorize City Manager to negotiate this contract.

Alternative #2: Do not authorize City Manager to negotiate this contract.

Alternative #3: Direct the City Manager to pursue other action in lieu of negotiating this contract.

5.12.040 - Council approval of contracts.

No contract for supplies, services or construction which obligates the city to pay more than twenty-five thousand dollars may be executed unless the council has approved a memorandum setting forth the following essential terms of the contract:

- A. The identity of the contractor;
- B. The contract price;
- C. The nature and quantity of the performance that the city shall receive under the contract; and
- D. The time for performance under the contract.

(Ord. 1019 § 1, 2008: Ord. 874, 2000: Ord. 809 (part), 1998).

(Ord. No. 1093, § 1, 1-4-2012)

5.12.070 - Availability of funds.

No contract for supplies, services or construction may be approved or executed unless funds are available for the city's performance under the contract. No contract amendment that will increase the contract price may be approved or executed unless funds are available for the city's performance under the contract as amended.

(Ord. 809 (part), 1998).

5.12.130 - Competitive sealed proposals.

A. If the city manager determines in writing that use of competitive sealed bidding is not practicable, the city may procure supplies, services or construction by competitive sealed proposals under this section.

B. The city manager shall solicit competitive sealed proposals by issuing a request for proposals. The request for proposals shall state, or incorporate by reference, all specifications and contractual terms and conditions to which a proposal must respond, and shall state the factors to be considered in evaluating proposals and the relative importance of those factors. Public notice of a request for proposals shall be given in accordance with Section 5.12.110(B). A request for proposals may be modified or interpreted only in the manner provided in Section 5.12.110(C).

C. Sealed proposals shall be submitted by mail, delivery service or in person at the place and no later than the time specified in the request for proposals. Proposals not submitted at the place or within the time so specified shall not be opened or considered.

D. Proposals shall be opened so as to avoid disclosing their contents to competing proposers before notice of intent to award a contract is issued. Proposals, tabulations and evaluations thereof shall be open to public inspection only after notice of intent to award a contract is issued. To the extent the proposer designates in writing and other provisions of law permit, trade secrets and other proprietary data contained in a proposal document shall be withheld from public inspection.

E. In the manner provided in the request for proposals, the city manager may negotiate with those responsible proposers whose proposals are determined by the city manager to be reasonably responsive to the request for proposals. Negotiations shall be used to clarify and ensure full understanding of the requirements of the request for proposals. The city manager may permit proposers to revise their proposals after submission and prior to award to obtain best and final offers. Proposers deemed eligible for negotiations shall be treated equally regarding any opportunity to discuss and revise proposals. In conducting negotiations or requesting revisions, the city shall not disclose any information derived from proposals of competing proposers.

F. Award shall be made by written notice to the proposer whose final proposal is determined to be the most advantageous to the city. No criteria other than those set forth in the request for proposals, including all specifications and addenda, may be used in proposal evaluation.

(Ord. 809 (part), 1998).



AGENDA ITEM 14
City Council Meeting Date: 8/15/2018
CITY COUNCIL COMMUNICATION FORM

FROM: Rich Rogers, Public Works Director
DATE: 7/25/2018
ITEM: Award of Front Loading Dumpster Truck Purchase per ITB #PW18-05
NEXT STEP: Council authorizes the City Manager to negotiate this contract.

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE: This form constitutes the memorandum required per Code para 5.12.040 setting forth the following:

- A. Identity of Contractor: *Yukon Equipment Co, Wasilla, AK*
- B. Contract Price: *\$269,492.00*
- C. Nature & quantity of the work that the City shall receive under the contract:
One new 2018 Labrie/Wittke Starlight 40 Cubic Yard Front Loader Refuse Body on Peterbilt 520 Cab-Over Chassis, 10,000-pound lift capacity, 14 second lift cycle, 320HP Cummins ISX 12 engine, differential locks, Bridgestone tires, block heater, heated seats, heated motorized mirrors, 24 ft long, 13.5 ft high, 33-ton gross weight max, on 3 axles.
- D. Time for performance under the contract:
Start on 8/02/2018 with delivery in 6 months and net payment due 30 days after delivery, unless a longer payment term is decided.

II. RECOMMENDED ACTION / NEXT STEP: Two (2) actions:

- (1) Council makes and approves motion “to direct the City Manager to negotiate a contract with Yukon Equipment, Wasilla, AK, to provide one new 2018 Labrie/Wittke Starlight 40 Cubic Yard Front Loader Refuse Body on a Peterbilt 520 Cab-Over Chassis per RFP#PW18-05 for a sum not to exceed two hundred sixty-nine thousand four hundred ninety two dollars and no cents (\$269,492.00)”.
- (2) Council approves the funding Ordinance (1171) on tonight’s agenda.

III. FISCAL IMPACTS: Yes, up to \$269,492 from various funds, as outlined in “Alternatives” below. Refuse fee increases for CY2019 of up to 1.7% may be necessary to pay for this truck.

IV. BACKGROUND INFORMATION: The Refuse Division operates two front loading dumpster trucks 7 days a week for 5 months (May thru September) and 5 days per week for the remaining 7 months of the year, and they are the 2001 Wittke loader on Peterbilt chassis (59,443 miles, 10,816 hours) and the 2007 McNielus loader on Peterbilt chassis (49,900 miles, 9391 hrs).

The Wittke was purchased in 2015 for \$35,000 as a “stop gap” measure to keep a second truck on the road for a few years. The Wittke has a history of repetitive transmission and electrical issues and is generally getting old and worn out and costly to maintain at over \$9,000/year. Our City Shop mechanics have spent 232 hours this year on Refuse Division equipment, with about one-third of that time (77 hours) on the Wittke, which is about three times as much time as should be spent on periodic services and repairs. The additional mechanic’s time dedicated to CM corrective maintenance on the Wittke has disrupted the City Shop PM preventive maintenance schedule.

Two bids were received to replace the Wittke: Construction Machinery & Industrial, LLC, Anchorage bid \$321,211.56 and Yukon Equipment, Inc, of Wasilla bid \$269,492.00. Both bids met the City’s technical specifications for the dumpster truck.

V. LEGAL ISSUES: Contract shall be negotiated and awarded per Code sections 5.12.040 and 5.12.100 and 5.12.170.

VI. SUMMARY AND ALTERNATIVES:

Alternative A: Take \$269,492 from Permanent Fund.

Alternative B: Take \$269,492 from Permanent Fund and have the Refuse Enterprise Fund repay this amount back into the Permanent Fund over 10 years.

Alternative C: Take \$100,000 from the Refuse Depreciation Fund (current balance approximately \$100,000) and take only \$169,492 from the Permanent Fund with repayment over 10 years from Refuse Enterprise Fund.

Alternative D: Take no action which will mean continued use and maintenance of the 2001 Wittke truck while searching for another used dumpster truck or other suitable replacement.

Alternative E: Lease Truck for 7 years with a \$1 option to purchase at the end of the term. Annual payments would be \$45,227.01. Total cost would be \$316,589.07.



AGENDA ITEM 14a.
City Council Meeting Date: 08/15/18
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manger
DATE: August 8, 2018
ITEM: Award to Consulting Services for the Development of a BUILD (Formerly TIGER) Grant RFP #PW18-03
NEXT STEP: Council authorizes the City Manager to negotiate this contract

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE:

This form constitutes the memorandum required per Code para 5.12.040 setting forth the following:

- A. Identity of Contractor: PND Engineers INC. Anchorage, AK
- B. Contract Price: \$28,950
- C. Nature & quantity of the work that the City shall receive under the contract:
To develop and submit a 2019 BUILD Grant Application for the Cordova South Harbor Dock Replacement Project.
- D. Time for performance under the contract: Start August 22, 2018 and complete by November 9, 2018.

II. RECOMMENDED ACTION / NEXT STEP:

Council makes and approves motion “to direct the City Manager to negotiate a contract with PND Engineering INC to provide consulting services to develop and submit a 2019 BUILD Grant Application for the Cordova South Harbor Dock Replacement Project RFP#PW18-03 for a sum not to exceed twenty-eight thousand nine hundred and fifty dollars and no cents (\$28,950.00)”.

III. FISCAL IMPACTS:

Harbor will fund project.

IV. BACKGROUND INFORMATION:

The BUILD Grant is a complicated and highly competitive process. A consultant with experience developing and writing BUILD grants and experience in harbor engineering provides the city with the best opportunity to be awarded the grant.

V. LEGAL ISSUES:

Contract shall be negotiated and awarded per Code paras 5.12.040 and 5.12.130 and 5.12.170.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

NA

VII. SUMMARY AND ALTERNATIVES:

- Alternative #1: Authorize City Manager to negotiate this contract.
- Alternative #2: Do not authorize City Manager to negotiate this contract.
- Alternative #3: Direct the City Manager to pursue some other action in lieu of negotiating this contract.

City of Cordova
Mayor's Report
July 25, 2018

A lot has transpired since our last meeting in June.

Whittier and Girdwood have expressed interest in borough formation. City staff and Councilwoman Meyer attended on behalf of Cordova. Valdez and other stakeholders attended as well.

The primary elections are keeping me busy with contacts by various campaigns seeking good dates and venues to visit Cordova, learn our issues, and understand the community better as new candidates, or communicate their efforts and successes in the case of Governor Walker and Representative Stutes who are both up for election. Both have strongly supported fisheries goals of the community, particularly subsistence and commercial opportunities including the first tanner crab fishery in 34 years, and work with the Alaska Department of Fish and Game to give them the tools and opportunities for protecting existing fisheries, developing new fisheries and mariculture opportunities, and restoring former fisheries. Both have also been consistent in their support of education and marine highway system funding and service – other items of great concern for our community.

I was in Washington, D.C. earlier this month and was able to meet with Senator Murkowski and her staff, and with Representative Don Young briefly, but missed Senator Sullivan. I thanked them all for working as a team to declare and appropriate disaster relief funding for the 2016 pink salmon collapse in coastal Alaska. I have been working with City lobbyist Bitney and Commissioner Mike Navarre of Department of Commerce, Community, and Economic Development to expedite the determination of recipients and distribution of funds, but efforts were already well underway and receiving a high priority.

We still have vacancies on the Library Board, and on the Planning and Zoning Commission. I encourage citizens to consider volunteering for these necessary roles – please contact the city clerk or myself with a letter of interest to help shape the future of our community. Mayor@cityofcordova.net or Cityclerk@cityofcordova.net

Thank you to the Cordova Chamber of Commerce and many, many volunteers for all of your donations to the Cordova Old Time downtown 4th of July Celebration and the Salmon Jams. What a couple of great, fun, community events.

Have a great summer, Cordova, and please contact me with any of your concerns, suggestions, or questions toward building a better Cordova.

Mayor Clay

From the Administrative Office of the City of Cordova Parks and Recreation Department

DATE: 7/9/18
TO: City Council and Mayor Koplin
FROM: Susan Herschleb / Director of Parks and Recreation
RE: 2nd quarter report 2018



Dear Council and Mayor Koplin,

The start of the second quarter is by far our busiest time of the year. This year, it was extra busy with a turn over in management at the pool, in early May. I want to thank Derek Hammer, for his time managing the pool, and wish him luck in his new career. Derek seemed to be happy all the time and always spread positivity within the department. I saw him excel at working with kids, teaching swim lessons. Thanks Derek for your contributions!

I am happy to see that revenue is holding steady at the Rec. Center. More access to the gym is selling more passes. Pass sales are up slightly from the 2nd quarter last year, but attendance is down slightly.

The combined total 2nd quarter revenue at the pool is down. This is likely due to our 4-week closure starting May 14th and ending June 8th. The exciting news is, the last 3 weeks in June 2018, surpassed the whole month of June in 2017, by a wide margin. In the second quarter. Bidarki Recreation Center brought in \$3,580.00 in pool pass sales, this number is embedded in the Rec. Center's revenue totals, in this report. However, this revenue is deposited in the pool's account.

Odiak Camper Park revenue totals are behind. Many tenants moved in later than usual this year. June marks the first month that all tenants were here for all 30 days. June brought in nearly 14k. This revenue will be included in the 3rd quarter report.

We have a few new ideas for consideration, for 2019 fee schedule. I need to do a little research regarding weight room rental fees. We have an outstanding trainer (Paul Voz), who volunteers his service twice daily, 6 days a week! However, there appears to be a market for 1:1 personal training, and a few individuals who want to start their own business doing so. Mr. Voz offers his service in a group setting; many thrive off the camaraderie, others want to avoid it. I certainly aim to set an hourly rate that would stimulate growth for this type of business endeavor.

I have also conversed with a few skippers, this season, who are interested in a crew pass. I think it would be a great idea to add something like this to our fee schedule. I am interested in promoting fitness/wellness to the fleet. I want to make the pass reasonable, and with barcode access, the gym is available to the fleet more than ever before.

The Rasmussen grant funds awarded to the Historical Society, for Nirvana Park, were expended in full, by June 30th. The grant deadline seemed to approach very quickly. The committee assembled to decide how to use the funding (and determine land use on the property) made their final decisions about how to spend the money on May 23rd.

We needed to move very quickly! It was decided to add a talking circle/decorative fire ring; an ADA accessible out house; and to better define the existing walking trails. The outhouse was a requirement of the original grant (circa 1990's). The grant administrator from the State had allowed the single out house, understanding, that funds were limited. The committee will continue to meet and seek more funding for grave markers and interpretive signage to educate the community and visitors of the property's significant history. Finally, the group will potentially add language or change language in City code to better define land usage in City cemeteries and burial grounds.

Susan Herschleb

Director of Parks and Recreation / City of Cordova

CITY OF CORDOVA - PARKS AND RECREATION DEPARTMENT - 2018
BIDARKI RECREATION CENTER 2ND QUARTER REPORT

2ND QUARTER REVENUE

Month	Drop In	Pass	Activity	Skaters	F.Mem					Misc	DTK	Totals
April	177	2913	100	510							5930	9630
May	630	12887.86	150	270	310							14247.86
June	670	7707.48		725						45.8		9148.28
Totals	1477	23508.34	250	1505	310	0	0	0	0	45.8	5930	33026.14

2 ND QUARTER ATTENDANCE

April	2384											
May	2841											
June	2483											
Totals	7708											

CITY OF CORDOVA - PARKS AND RECREATION DEPARTMENT - 2018
BOB KORN MEMORIAL POOL 2ND QUARTER REPORT

2ND QUARTER REVENUE

Month	Drop In	Pass	Facility	Program	Lesson						Other	Totals
April	397											397
May	78	407			960							1445
June	918.75											918.75
Totals	1393.75	407	0	0	960	0	0	0	0	0	0	2760.75

* * Bidarki Recreation Center took in \$3580.17 in pass revenue for the pool.

2ND QUARTER ATTENDANCE

April	1092											
May	611											
June	708											
Totals	2411											

CITY OF CORDOVA PARKS AND RECREATION DEPARTMENT - 2018
ODIAK CAMPER PARK & SHELTER COVE REVENUE

2ND QUARTER REVENUE

April	141											
May	1427											
June	7740.2											
Totals	9308.2											

TO: City Manager
 FROM: Harbormaster Schinella
 DATE: 7/1/2018
 RE: Quarterly Activity Report Apr-June 2018

Exclusive Slips Assigned	700 out of 711 Total Slips			98% Occupancy (as of 6/30/18)	
	Apr	May	June	Total	
Vessels Charged Daily Rate	0	2	2	4	
Vessels Charged Monthly Rate	0	1	1	7	
Vessels In Impound Status	1	1	1	1	

Port Arrivals:

Shoreside	3	1	1	5
Samson	0	2	2	4

Used Oil Collected (Apr-Jun)	7040 Gals
Used Oil Collected(Jan-Dec)	7990 Gals
Used Oil Delivered (Jan-Jun)	4250 Gals
Used oil shipped out (Jan-Mar)	10500Gals

Vessels Towed	0
Vessels Pumped	4
Vessel Bilges Pumped	6

Vessel Haul outs Jan-Jun 2018 94

GENERAL ACTIVITIES

- Transferred used oil from sorting tank to storage tank
- Installed new hydraulic pumps on 3 stage & Loading dock hoists
- Removed all unusable finger floats on J float
- Rebuilt and installed five finger floats on J float
- New bullrail K-3/5, New bullrail H-42/44, New bullrail G-25/26
- Installed new hydraulic pumps on 3 stage & Loading dock hoists
- Reconnected G-25/26, installed new end bracket and pile hoop
- Installed new hydraulic turning gear on Loading dock hoist
- Repaired ten electrical issues with electrical pedestals in harbor
- Installed new pile hoop H-34/36
- Installed new end bracket & pile hoop H-10/12
- Reconnected H-6/8
- Installed new turning gear motor on Loading dock hoist
- Cleaned EVOS room
- Re-organized Northfill storage lots to accommodate sale of one of the lots
- Conducted security duties Samson offload four times
- Pulled grass from docks
- Installed electrical pedestals on newly installed finger floats
- Installed Porta potty's at Northfill & Shipyard

Monthly bills for vessel moorage and storage
Removed rotted wood from finger floats & installed new wood
Refurbished triangle finger float braces
Had Marty Koker make repairs to leaky Harbormaster office roof
Conducted dock rounds daily
Cleaned restrooms
Pumped and cleaned oil collection sumps
Completed 4 Smartash burner cycles
Repaired 4 Shipyard electrical pedestal issues
Picked trash out of the water throughout the harbor
Swept and picked up net clipping throughout the harbor
Turned on water throughout the harbor
Picked up trash around dumpster areas
Sent out monthly invoices
Met with David Mullen CEO of Offshore Outpost for vessel Pacific Provided
Met with Dan Blanchard CEO of Uncruise Adventures

MEMO, City of Cordova

To: Mayor and City Council
Through: Alan Lanning, City Manager
From: Jon K. Stavig, Finance Director
Date: 10 July 2018
RE: Finance Department Report

Following is the traditional two-page financial fund summary report for year-to-date ended 30 June 2018.

The first page is a fund summary for the general fund only. The second page includes all funds, general fund and enterprise funds.

We're just starting to receipt in 2nd quarter sales tax. Also, we are still awaiting receipt of the fiscal year end audit from our auditors BDO.

The City's account balances as of 10 July 2018 are as follows:

Combined Central Treasury Accounts	\$3,946,754.27
(FNBA & UBS balances)	
Combined Permanent Fund Accounts	\$8,102,561.15
(UBS balances)	

Respectfully submitted,

Jon K Stavig

CITY OF CORDOVA
FUND SUMMARY
FOR THE 6 MONTHS ENDING JUNE 30, 2018

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
REVENUE					
TAXES	1,066,626.59	1,066,626.59	6,801,751.00	5,735,124.41	15.7
LICENSES & PERMITS	2,285.00	2,285.00	20,600.00	18,315.00	11.1
OTHER GOVERNMENTAL	35,866.07	35,866.07	1,291,195.00	1,255,328.93	2.8
LEASES & RENTS	139,038.00	139,038.00	294,200.00	155,162.00	47.3
LAW ENFORCEMENT	107,214.70	107,214.70	260,286.00	153,071.30	41.2
D. M. V.	58,908.60	58,908.60	69,600.00	10,691.40	84.6
PLANNING DEPARTMENT REVENUE	4,377.00	4,377.00	13,500.00	9,123.00	32.4
RECREATION DEPT REVENUE	43,598.46	43,598.46	84,900.00	41,301.54	51.4
POOL REVENUE	12,240.68	12,240.68	34,000.00	21,759.32	36.0
SALE OF PROPERTY	2,306.00	2,306.00	12,000.00	9,694.00	19.2
INTERFUND TRANSFERS IN	256,377.00	256,377.00	512,754.00	256,377.00	50.0
OTHER REVENUE	25,176.14	25,176.14	263,462.00	238,285.86	9.6
STATE DEBT SERVICE REIMBURSME	499,124.00	499,124.00	716,000.00	216,876.00	69.7
	<u>2,253,138.24</u>	<u>2,253,138.24</u>	<u>10,374,248.00</u>	<u>8,121,109.76</u>	<u>21.7</u>
EXPENDITURES					
CITY COUNCIL	3,644.76	3,644.76	1,000.00	(2,644.76)	364.5
CITY CLERK	132,372.49	132,372.49	252,869.00	120,496.51	52.4
CITY MAYOR	1,008.59	1,008.59	1,000.00	(8.59)	100.9
CITY MANAGER	150,887.94	150,887.94	315,530.00	164,642.06	47.8
FINANCE	190,247.70	190,247.70	397,483.00	207,235.30	47.9
PLANNING DEPARTMENT EXPENSE	112,191.88	112,191.88	229,019.00	116,827.12	49.0
PLANNING COMMISSION	.00	.00	1,000.00	1,000.00	.0
DEPARTMENT OF MOTOR VEHICLES	34,242.93	34,242.93	58,207.00	23,964.07	58.8
LAW ENFORCEMENT	380,794.04	380,794.04	875,591.00	494,796.96	43.5
JAIL OPERATIONS	94,840.97	94,840.97	226,604.00	131,763.03	41.9
FIRE & EMS	159,148.10	159,148.10	306,026.00	146,877.90	52.0
DISASTER MANAGEMENT DEPT.	3,559.60	3,559.60	6,000.00	2,440.40	59.3
INFORMATION SERVICES	352,797.07	352,797.07	732,864.00	380,066.93	48.1
FACILITY UTILITIES	81,831.53	81,831.53	130,400.00	48,568.47	62.8
PW ADMINISTRATION	77,461.21	77,461.21	166,775.00	89,313.79	46.5
FACILITY MAINTENANCE	152,844.04	152,844.04	278,423.00	125,578.96	54.9
STREET MAINTENANCE	306,653.28	306,653.28	639,657.00	333,003.72	47.9
SNOW REMOVAL	14,637.56	14,637.56	35,925.00	21,287.44	40.7
EQUIPMENT MAINTENANCE	154,432.15	154,432.15	329,005.00	174,572.85	46.9
PARKS MAINTENANCE	44,409.92	44,409.92	81,496.00	37,086.08	54.5
CEMETERY MAINTENANCE DEPT.	4,157.63	4,157.63	7,188.00	3,030.37	57.8
RECREATION - BIDARKI	143,776.07	143,776.07	283,300.00	139,523.93	50.8
POOL	116,706.04	116,706.04	235,182.00	118,475.96	49.6
SKI HILL	43,370.29	43,370.29	92,012.00	48,641.71	47.1
NON-DEPARTMENTAL	244,319.90	244,319.90	280,012.52	35,692.62	87.3
LONG TERM DEBT SERVICE	1,216,225.80	1,216,225.80	1,949,245.00	733,019.20	62.4
INTERFUND TRANSFERS OUT	.00	.00	77,147.00	77,147.00	.0
TRANSFERS TO OTHER ENTITIES	1,430,101.84	1,430,101.84	2,385,287.48	955,185.64	60.0
	<u>5,646,663.33</u>	<u>5,646,663.33</u>	<u>10,374,248.00</u>	<u>4,727,584.67</u>	<u>54.4</u>

CITY OF CORDOVA
 FUND SUMMARY
 FOR THE 6 MONTHS ENDING JUNE 30, 2018

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
101 GENERAL FUND	2,253,138.24	2,253,138.24	10,374,248.00	8,121,109.76	21.7
104 CITY PERMANENT FUND	25,250.04	25,250.04	465,184.00	439,933.96	5.4
203 FIRE DEPT. VEHICLE ACQUISITION	11,251.01	11,251.01	75,000.00	63,748.99	15.0
401 GENERAL PROJ & GRANT ADMN	20,182.72	20,182.72	117,940.00	97,757.28	17.1
502 HARBOR ENTERPRISE FUND	458,959.02	458,959.02	1,450,536.00	991,576.98	31.6
503 SEWER ENTERPRISE FUND	390,824.66	390,824.66	1,000,233.00	609,408.34	39.1
504 WATER ENTERPRISE FUND	278,352.87	278,352.87	720,755.00	442,402.13	38.6
505 REFUSE ENTERPRISE FUND	496,920.07	496,920.07	1,083,089.20	586,169.13	45.9
506 ODIK CAMPER PARK	9,683.20	9,683.20	75,456.00	65,772.80	12.8
702 HARBOR FUND DEP'N RESERVE	.00	.00	150,000.00	150,000.00	.0
703 SEWER FUND DEP'N RESERVE	.00	.00	100,000.00	100,000.00	.0
704 WATER FUND DEP'N RESERVE	.00	.00	50,000.00	50,000.00	.0
705 REFUSE FUND DEP'N RESERVE FUN	.00	.00	50,000.00	50,000.00	.0
805 LANDFILL FUND	.00	.00	50,000.00	50,000.00	.0
	<u>3,944,561.83</u>	<u>3,944,561.83</u>	<u>15,762,441.20</u>	<u>11,817,879.37</u>	<u>25.0</u>

<u>EXPENDITURES</u>					
101 GENERAL FUND	5,646,663.33	5,646,663.33	10,374,248.00	4,727,584.67	54.4
203 FIRE DEPT. VEHICLE ACQUISITION	1,377.94	1,377.94	7,500.00	6,122.06	18.4
205 VEHICLE REMOVAL/IMPOUND FUND	14,209.51	14,209.51	16,301.00	2,091.49	87.2
401 GENERAL PROJ & GRANT ADMN	42,058.01	42,058.01	117,940.00	75,881.99	35.7
502 HARBOR ENTERPRISE FUND	558,992.59	558,992.59	1,450,536.00	891,543.41	38.5
503 SEWER ENTERPRISE FUND	344,833.25	344,833.25	1,000,233.00	655,399.75	34.5
504 WATER ENTERPRISE FUND	344,250.63	344,250.63	720,755.00	376,504.37	47.8
505 REFUSE ENTERPRISE FUND	425,542.15	425,542.15	1,051,149.00	625,606.85	40.5
506 ODIK CAMPER PARK	29,917.00	29,917.00	72,450.00	42,533.00	41.3
654 LT2 COMPLIANCE PROJECT	15,090.00	15,090.00	.00	(15,090.00)	.0
	<u>7,422,934.41</u>	<u>7,422,934.41</u>	<u>14,811,112.00</u>	<u>7,388,177.59</u>	<u>50.1</u>



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

CITY OF CORDOVA

Office of Chief of Police

From: Michael Hicks, Chief
To: Mayor and Council
Via: Alan Lanning, City Manager
Subject: 2nd Quarter 2018 Police Report
Date: July 9, 2018

PERSONNEL:

Officer Josh Steele arrive in mid-April and Officer Andrew Goss arrived in early June. Both officers came from departments in Utah, are experienced and have a wealth of knowledge. They and their families are getting settled in. We have one remaining vacancy to fill.

PATROL:

The Cordova Police Department received a total of 577 calls for service during the 2nd Quarter of 2018. This is up by 9% from the 523 we had in FY17. Of those 577 calls, 79 were turned into investigative cases resulting in 11 arrests so far. There were 48 citations for moving, equipment, parking, and other violations. 26 warnings were also issued. Investigations for the same period in FY17 were slightly considerably (35 vs. 79) and the number of arrests are up. (3 last year, 11 this year).

Dispatch:

All our dispatch team have completed Datamaster training and are certified with the state to administer breath tests. This almost eliminates the need to pull and officer off the street to perform administrative breath tests which enhances patrol capabilities.

JAIL:

The department made 11 arrests which accounted for 37-man days in the jail facility this quarter. Last year we had 3 arrests which accounted for 18.5-man days in the jail facility.

TRAINING:

We continue to actively provide training to the community. In April we provided to days of active shooter response training to the hospital staff. We also brought instructors in from the state at no cost to us to teach Technical Emergency Casualty Care and Stop The Bleed training for our Police, Fire, EMS, School Staff and some members of the community over a 3 day period. This will be invaluable in the event of a serious emergency by broadening our capabilities to treat casualties before help arrives.

DMV:

The DMV office had 786 paid transactions this quarter by 1145 customer's totaling \$42,176.00. \$12,192.90 of that was the city's share.

PROJECTS / EQUIPMENT:

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

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

Respectfully,



Mike Hicks
Chief



UBS Financial Services Inc.

3000 A Street, Suite 100
Anchorage, Alaska 99503

Chad Adams, CFP®
Portfolio Manager
chad.adams@ubs.com
Direct: (907) 261-5971

July 5th, 2018

City Council Members and Staff
City of Cordova, Alaska
602 Railroad Avenue
Cordova, Alaska 99574

Dear Council Members and Staff,

The City had a total of **\$9,113,819** (including accrued interest), on deposit with UBS, distributed among five funded accounts as of **June 30th, 2018**. Three of these accounts are under active investment management, utilizing the UBS Portfolio Management Program (one Moderate Conservative World Allocation Portfolio within the Permanent Fund, as well as a Quality Fixed Income portfolio in both the Central Treasury and Permanent Fund). Both the Permanent Fund and Central Treasury also contain an additional account, primarily used for cash management.

Another quarter, another bumpy ride in the books for 2018. In stocks, trade tensions continue to rise and cool down before bubbling up again. In fixed income, the market cannot decide between being concerned about rising interest rates, typically not good for bonds, and being concerned about the stock market, typically good for bonds. Overall, the global stock market is flat to slightly positive on the year and the broad bond market is down between one to two percent depending on the day.

The City's equity and fixed income investments have both been additive to performance. In equities this stems from a committed allocation to smaller names both domestically and internationally which are, generally, less dependent on globalization themes, such as a trade war. An allocation to securitized assets, such as mortgages has produced positive returns, helping offset the other sectors of the broad bond market, which have struggled due to the rising interest rate environment. To further increase diversification, we also incorporate alternative investment strategies into Cordova's portfolio. We utilize *Market Neutral* alternative investments to extract "*Style Factors*" as opposed to market based "*Risk Factors*". While alternatives haven't provided positive returns so far this year, these non-correlated effects materializing in the portfolio are encouraging. It demonstrates that the City's growth prospects are not determined by simply one factor. We've added a footnote at the bottom of this letter for those who wish to obtain more insight into how and why Style and Risk factors are both important to incorporate in a portfolio.

The City was essentially flat for the quarter remaining off slightly on the year to the tune of **-0.50% on the Permanent Fund** and **+0.20% on the Central Treasury**.

As we mentioned in the last Council meeting we attended, we would love the opportunity to come back to Cordova and offer an investor education course to all who are interested. Also, as we have on two prior occasions, we would again be happy to offer City employees with one-on-one financial coaching.

As always, we greatly appreciate the opportunity to continue to serve the City and citizens of Cordova.

Sincerely,

Chad Adams, CFP® and Buck Adams, CFP®, ChFC®

Enc: COC, Total portfolio, Central Treasury, Permanent Fund reports

Footnote: The City's portfolios have exposure to different investment factors which we'll divide into two categories, **Risk** and **Style** factors. The main Risk Factors discussed here are referred to as Betas. Betas can be best described as influences that impact broad markets, whether they be stocks, bonds, commodities, currencies and more. A good analogy is the old saw "A rising tide lifts all boats". These Risk Factors may be major global events, rising interest rates, inflation, recession, etc.

A substantial body of academic research supports the value of also incorporating exposure to Style Factors in a portfolio over the long-term. Style Factors add diversification to traditional assets as they are not dependent on broad moves, i.e. Betas, in the various markets. Investment strategies which incorporate Style Factors seek to remove the Beta from an investment strategy. They do this by both buying strong securities and at the same time selling short weaker securities in the same market. Being both *long* (owning) and *short* (selling) securities at the same time has the effect of neutralizing broad market moves. This permits an investment manager to focus on the merits of each individual security. The primary style factors are Value (cheap vs expensive), Momentum (recently moved up vs down), Quality (profitable vs not), Carry (high yielding vs low) and Volatility (more stable vs less).

Furthermore, they are generally not correlated to each other, which also increases diversification. To date, some of these Style Factors have faced challenges in 2018, which periodically happens. For instance, the Value Style Factor has struggled as investors have chased assets which are already overvalued. This is reminiscent of the mad dash investors made into all things "Tech" in the late 90's just prior to the Tech Wreck in 2000. In fact, since 1990 this is the third toughest stretch for Value, the other two periods being the run up to Tech Bubble and Global Financial Crisis. Rather than reducing our exposure to Style Factor strategies, we are looking forward to strategically rebalancing into this piece of the portfolio when the tide begins to turn. However, we must take care to not try and "time" these factors as there is little evidence to support that strategy as they can remain in or out of favor for quite some time. Maintaining meaningful exposure is far more impactful over the long run rather than 'getting it right' from a timing perspective.



Branch office:
 3000 "a" Street
 Suite 100
 Anchorage, AK 995034040

Financial Advisor:
 AURORA WEALTH MANAGEMENT
 9072615900

UBS Client Review

as of July 5, 2018

Prepared for

CoC - Total

Accounts included in this review

^ performance and account start dates differ (see disclosures)

Account	Name	Type
UX XX545^	• PF-Quality Inc	• Portfolio Management Program
UX XX546	• PF-Mod-Con	• Portfolio Management Program
UX XX046	• CT-Quality Inc	• Portfolio Management Program
UX XX542^	• CT	• Basic Investment Account - Business
UX XX543	• CT-BSA - Cash	• Business Service Account
UX XX544	• PF-Mkt Linkd CD	• Business Service Account
UX XX458	• PF-Moderate	• Business Service Account

What's inside

Asset allocation review.	2
Sources of portfolio value.	3
Important information about this report.	4

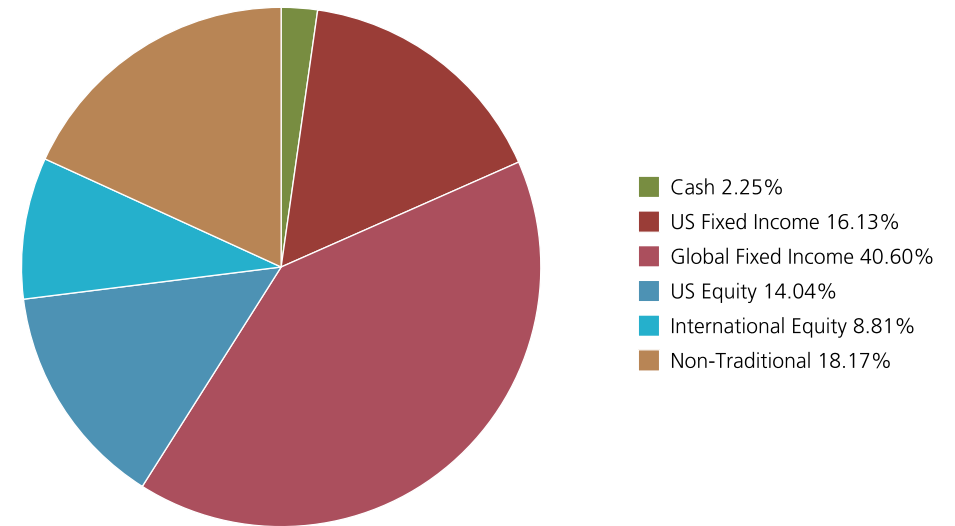
Asset allocation review

as of July 05, 2018

Summary of asset allocation

	Market value (\$)	% of Portfolio
Cash	204,662.56	2.25
Cash	204,662.56	2.25
Fixed Income	5,170,616.00	56.73
US	1,469,701.27	16.13
Global	3,700,914.73	40.60
Equity	2,082,613.66	22.85
US	1,279,266.35	14.04
International	803,347.31	8.81
Commodities	0.00	0.00
Non-Traditional	1,655,926.86	18.17
Non-Traditional	1,655,926.86	18.17
Other	0.00	0.00
Total Portfolio	\$9,113,819.08	100%

Balanced mutual funds are allocated in the 'Other' category



Sources of portfolio value

as of June 30, 2018

	2009 09/17/2009 to 12/31/2009	2010 12/31/2009 to 12/31/2010	2011 12/31/2010 to 12/31/2011	2012 12/31/2011 to 12/31/2012	2013 12/31/2012 to 12/31/2013	2014 12/31/2013 to 12/31/2014	2015 12/31/2014 to 12/31/2015	2016 12/31/2015 to 12/31/2016	2017 12/31/2016 to 12/31/2017	2018 06/30/2018
Opening value	800,000.00	14,354,842.95	11,370,874.09	12,345,567.07	11,714,570.59	14,949,257.80	14,148,303.33	16,256,997.71	11,395,794.35	9,142,193.59
Net deposits/withdrawals	13,631,005.30	-3,574,432.46	654,966.00	-950,150.00	2,619,547.38	-1,200,150.00	2,791,258.16	-5,279,951.03	-3,175,984.08	0.00
Investment return	-76,162.35	590,463.60	319,726.97	319,153.52	615,139.83	399,195.54	-682,563.79	418,747.67	922,383.32	-38,153.47
Closing value	14,354,842.95	11,370,874.09	12,345,567.07	11,714,570.59	14,949,257.80	14,148,303.33	16,256,997.71	11,395,794.35	9,142,193.59	9,104,040.11
Net Time-weighted ROR	-0.83	4.43	3.02	3.01	5.46	3.04	-3.92	3.73	9.98	-0.42

Performance returns are annualized after 1 year. Investment return is the sum of dividends and interest income, change in accrued interest, change in market value and fees.

Benchmarks - Annualized time-weighted returns

US Treasury Bill - 3 Mos	0.02	0.13	0.07	0.08	0.05	0.02	0.03	0.26	0.82	0.77
Barclays Agg Bond	0.59	6.54	7.84	4.21	-2.02	5.97	0.55	2.65	3.54	-1.62
Citigroup WGBI(USD)	-1.41	5.17	6.35	1.65	-4.00	-0.48	-3.57	1.60	7.49	-0.94
MSCI Emerging Markets-NR	7.89	18.88	-18.42	18.22	-2.60	-2.19	-14.92	11.19	37.28	-6.66
MSCI EAFE-NR	0.55	7.75	-12.14	17.32	22.78	-4.90	-0.81	1.00	25.03	-2.75
S&P 500	5.25	15.06	2.11	16.00	32.39	13.69	1.38	11.96	21.83	2.65
DJ UBS Commodity	7.97	16.83	-13.32	-1.06	-9.52	-17.01	-24.66	11.77	1.70	0.00
HFRX Global Hedge Fund	2.70	5.19	-8.87	3.51	6.72	-0.58	-3.64	2.50	6.00	-0.85



Disclosures applicable to accounts at UBS Financial Services Inc.

This section contains important disclosures regarding the information and valuations presented here. All information presented is subject to change at any time and is provided only as of the date indicated. The information in this report is for informational purposes only and should not be relied upon as the basis of an investment or liquidation decision. UBS FS accounts statements and official tax documents are the only official record of your accounts and are not replaced, amended or superseded by any of the information presented in these reports. You should not rely on this information in making purchase or sell decisions, for tax purposes or otherwise.

UBS FS offers a number of investment advisory programs to clients, acting in our capacity as an investment adviser, including fee-based financial planning, discretionary account management, non-discretionary investment advisory programs, and advice on the selection of investment managers and mutual funds offered through our investment advisory programs. When we act as your investment adviser, we will have a written agreement with you expressly acknowledging our investment advisory relationship with you and describing our obligations to you. At the beginning of our advisory relationship, we will give you our Form ADV brochure(s) for the program(s) you selected that provides detailed information about, among other things, the advisory services we provide, our fees, our personnel, our other business activities and financial industry affiliations and conflicts between our interests and your interests.

In our attempt to provide you with the highest quality information available, we have compiled this report using data obtained from recognized statistical sources and authorities in the financial industry. While we believe this information to be reliable, we cannot make any representations regarding its accuracy or completeness. Please keep this guide as your Wealth Review.

Please keep in mind that most investment objectives are long term. Although it is important to evaluate your portfolio's performance over multiple time periods, we believe the greatest emphasis should be placed on the longer period returns.

Please review the report content carefully and contact your Financial Advisor with any questions.

Client Accounts: This report may include all assets in the accounts listed and may include eligible and ineligible assets in a fee-based program. Since ineligible assets are not considered fee-based program assets, the inclusion of such securities will distort the actual performance of your accounts and does not reflect the performance of your accounts in the fee-based program. As a result, the performance reflected in this report can vary substantially from the individual account

performance reflected in the performance reports provided to you as part of those programs. For fee-based programs, fees are charged on the market value of eligible assets in the accounts and assessed quarterly in advance, prorated according to the number of calendar days in the billing period. When shown on a report, the risk profile and return objectives describe your overall goals for these accounts. For each account you maintain, you choose one return objective and a primary risk profile. If you have questions regarding these objectives or wish to change them, please contact your Financial Advisor to update your accounts records.

Performance: This report presents accounts activity and performance starting 12/31/02. For accounts opened prior to 12/31/02, this report does not include the complete account activity or performance of your accounts prior to that date. For consolidated reports, the Performance Start Date will be the earliest performance start date of any of the individual accounts selected for the consolidation time period. If an individual account's performance information is not available for a full reporting time period (month to date, quarter to date, year to date or performance to date), the individual's net of fee time weighted return will not be displayed. For consolidated accounts that include different account Performance Start Dates, the consolidated Additions/Withdrawals, Income Earned and Investment Appreciation/ Depreciation will include all activity that occurred during the consolidated reporting time period. Accounts that hold or held insurance products will be reported on from the month end date of when insurance and annuity activity could be obtained from the carrier. Past performance does not guarantee future results and current performance may be lower/higher than past data presented.

Time-weighted Returns (prior to 10/31/2010): The report displays a time weighted rate of return (TWR) that is calculated using the Modified Dietz Method. This calculation uses the beginning and ending portfolio values for the month and weighs each contribution/withdrawal based upon the day the cashflow occurred. Periods greater than one month are calculated by linking the monthly returns. The TWR gives equal weighting to every return regardless of amount of money invested, so it is an effective measure for returns on a fee based account. All periods shown which are greater than 12 months are annualized.

Time-weighted Returns (after 10/31/2010): For reports generated on or after 1/26/2018, the report displays a time weighted rate of return (TWR) that is calculated by dividing the portfolio's daily gain/loss by the previous day's closing market value plus the net value of cash flows that occurred during the day, if it was positive. The TWR gives equal weighting to every return regardless of amount of money invested, so it is an effective measure for returns on a fee based account. Periods greater than one day are calculated by linking

the daily returns. All periods shown which are greater than 12 months are annualized. For reports generated prior to 01/26/2018, the performance calculations used the account's end of day value on the performance inception (listed in the report under the column "ITD") and all cash flows were posted at end of day. As a result of the change, the overall rate of return (TWR) and beginning market value displayed can vary from prior generated reports.

Money-weighted returns: Money-weighted return (MWR) is a measure of the rate of return for an asset or portfolio of assets. It is calculated by finding the daily Internal Rate of Return (IRR) for the period and then compounding this return by the number of days in the period being measured. The MWR incorporates the size and timing of cash flows, so it is an effective measure returns on a portfolio.

Annualized Performance: All performance periods greater than one year are calculated (unless otherwise stated) on an annualized basis, which represents the return on an investment multiplied or divided to give a comparable one year return.

Cumulative Performance: A cumulative return is the aggregate amount that an investment has gained or lost over time, independent of the period of time involved.

Net of Fees and Gross of Fees Performance: Performance is presented on a "net of fees" and "gross of fees" basis, where indicated. Net returns do not reflect Program and wrap fees prior to 10/31/10 for accounts that are billed separately via invoice through a separate account billing arrangement. Gross returns do not reflect the deduction of fees, commissions or other charges. The payment of actual fees and expenses will reduce a client's return. The compound effect of such fees and expenses should be considered when reviewing returns. For example, the net effect of the deduction of fees on annualized performance, including the compounded effect over time, is determined by the relative size of the fee and the account's investment performance. It should also be noted that where gross returns are compared to an index, the index performance also does not reflect any transaction costs, which would lower the performance results. Market index data maybe subject to review and revision.

Benchmark/Major Indices: The past performance of an index is not a guarantee of future results. Any benchmark is shown for informational purposes only and relates to historical performance of market indices and not the performance of actual investments. Although most portfolios use indices as benchmarks, portfolios are actively managed and generally are not restricted to investing only in securities in the index. As a result, your portfolio holdings and performance may vary substantially from the index. Each index reflects an unmanaged universe of securities without any deduction

for advisory fees or other expenses that would reduce actual returns, as well as the reinvestment of all income and dividends. An actual investment in the securities included in the index would require an investor to incur transaction costs, which would lower the performance results. Indices are not actively managed and investors cannot invest directly in the indices. Market index data maybe subject to review and revision. Further, there is no guarantee that an investor's account will meet or exceed the stated benchmark. Index performance information has been obtained from third parties deemed to be reliable. We have not independently verified this information, nor do we make any representations or warranties to the accuracy or completeness of this information.

Benchmark 1 for Advisory accounts- The Benchmark 1 for your account is designed to reflect the asset categories in which your account is invested.

Benchmark 2 - 8 for Advisory accounts - are optional indices selected by you which may consist of a blend of indexes.

Consumer Price Index - The Consumer Price Index for Urban Wage Earners and Clerical Workers-U.S. City Average, All Items. Based on monthly data published by the U.S. Department of Labor. The CPI for the most recent month is estimated due to the delayed release of CPI data by the U.S. government. Therefore, CPI for the most recent month is assumed to be equal to the CPI for the previous month.

CPI + % - is an optional index that, if selected, will replace the standard CPI measure on your Review. This index consists of the CPI return plus an absolute annualized return selected by you.

Client Return Objective - is an optional annualized return objective selected by you. In establishing this objective, you should make sure that it is consistent with your tolerance for risk.

Custom Time Periods: If represented on this report, the performance start date and the performance end date have been selected by your Financial Advisor in order to provide performance and account activity information for your account for the specified period of time only. As a result only a portion of your account's activity and performance information is presented in the performance report, and, therefore, presents a distorted representation of your account's activity and performance.

Net Deposits/Withdrawals: When shown on a report, this information represents the net value of all cash and securities contributions and withdrawals, program fees (including wrap fees) and other fees added to or subtracted from your accounts from the first day to the last day of the period. When fees are shown separately,

Disclosures applicable to accounts at UBS Financial Services Inc. (continued)

net deposits / withdrawals does not include program fees (including wrap fees). When investment return is displayed net deposits / withdrawals does not include program fees (including wrap fees). For security contributions and withdrawals, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts. Wrap fees will be included in this calculation except when paid via an invoice or through a separate accounts billing arrangement. When shown on Client summary and/or Portfolio review report, program fees (including wrap fees) may not be included in net deposits/withdrawals.

Deposits: When shown on a report, this information represents the net value of all cash and securities contributions added to your accounts from the first day to the last day of the period. On Client Summary Report and/or Portfolio Review Report, this may exclude the Opening balance. For security contributions, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

Withdrawals: When shown on a report, this information represents the net value of all cash and securities withdrawals subtracted from your accounts from the first day to the last day of the period. On Client summary and/or portfolio review report Withdrawals may not include program fees (including wrap fees). For security withdrawals, securities are calculated using the end of day UBS FS price on the day securities are delivered in or out of the accounts.

Dividends/Interest: Dividend and interest earned, when shown on a report, does not reflect your account's tax status or reporting requirements. Use only official tax reporting documents (i.e. 1099) for tax reporting purposes. The classification of private investment distributions can only be determined by referring to the official year-end tax-reporting document provided by the issuer.

Change in Accrued Interest: When shown on a report, this information represents the difference between the accrued interest at the beginning of the period from the accrued interest at the end of the period.

Change in Value: Represents the change in value of the portfolio during the reporting period, excluding additions/withdrawals, dividend and interest income earned and accrued interest. Change in Value may include programs fees (including wrap fees) and other fees.

Fees: Fees represented in this report include program and wrap fees. Program and wrap fees prior to October 1, 2010 for accounts that are billed separately via invoice through a separate account billing arrangement are not included in this report.

Performance Start Date Changes: The Performance

Start Date for accounts marked with a '^' have changed. Performance figures of an account with a changed Performance Start Date may not include the entire history of the account. The new Performance Start Date will generate performance returns and activity information for a shorter period than is available at UBS FS. As a result, the overall performance of these accounts may generate better performance than the period of time that would be included if the report used the inception date of the account. UBS FS recommends reviewing performance reports that use the inception date of the account because reports with longer time frames are usually more helpful when evaluating investment programs and strategies. Performance reports may include accounts with inception dates that precede the new Performance Start Date and will show performance and activity information from the earliest available inception date.

The change in Performance Start Date may be the result of a performance gap due to a zero-balance that prevents the calculation of continuous returns from the inception of the account. The Performance Start Date may also change if an account has failed one of our performance data integrity tests. In such instances, the account will be labeled as 'Review Required' and performance prior to that failure will be restricted. Finally, the Performance Start Date will change if you have explicitly requested a performance restart. Please contact your Financial Advisor for additional details regarding your new Performance Start Date.

Closed Account Performance: Accounts that have been closed may be included in the consolidated performance report. When closed accounts are included in the consolidated report, the performance report will only include information for the time period the account was active during the consolidated performance reporting time period.

Portfolio: For purposes of this report "portfolio" is defined as all of the accounts presented on the cover page or the header of this report and does not necessarily include all of the client's accounts held at UBS FS or elsewhere.

Percentage: Portfolio (in the "% Portfolio / Total" column) includes all holdings held in the account(s) selected when this report was generated. Broad asset class (in the "% broad asset class" column) includes all holdings held in that broad asset class in the account(s) selected when this report was generated.

Pricing: All securities are priced using the closing price reported on the last business day preceding the date of this report. Every reasonable attempt has been made to accurately price securities; however, we make no warranty with respect to any security's price. Please refer to the back of the first page of your UBS FS. accounts statement for important information regarding the pricing used for certain types of securities, the sources of

pricing data and other qualifications concerning the pricing of securities. To determine the value of securities in your account, we generally rely on third party quotation services. If a price is unavailable or believed to be unreliable, we may determine the price in good faith and may use other sources such as the last recorded transaction. When securities are held at another custodian or if you hold illiquid or restricted securities for which there is no published price, we will generally rely on the value provided by the custodian or issuer of that security.

Cash: Cash on deposit at UBS Bank USA is protected by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 in principal and accrued interest per depositor for each ownership type. Deposits made in an individual's own name, joint name, or individual retirement account are each held in a separate type of ownership. Such deposits are not guaranteed by UBS FS. More information is available upon request.

Asset Allocation: Your allocation analysis is based on your current portfolio. The Asset Allocation portion of this report shows the mix of various investment classes in your account. An asset allocation that shows a significantly higher percentage of equity investments may be more appropriate for an investor with a more aggressive investment strategy and higher tolerance for risk. Similarly, the asset allocation of a more conservative investor may show a higher percentage of fixed income investments.

Separately Managed Accounts and Pooled Investment Vehicles (such as mutual funds, closed end funds and exchanged traded funds): The asset classification displayed is based on firm's proprietary methodology for classifying assets. Please note that the asset classification assigned to rolled up strategies may include individual investments that provide exposure to other asset classes. For example, an International Developed Markets strategy may include exposure to Emerging Markets, and a US Large Cap strategy may include exposure to Mid Cap and Small Cap, etc.

Mutual Fund Asset Allocation: If the option to unbundle balanced mutual funds is selected and if a fund's holdings data is available, mutual funds will be classified by the asset class, subclass, and style breakdown of their underlying holdings. Where a mutual fund or ETF contains equity holdings from multiple equity sectors, this report will proportionately allocate the underlying holdings of the fund to those sectors measured as a percentage of the total fund's asset value as of the date shown.

This information is supplied by Morningstar, Inc. on a daily basis to UBS FS based on data supplied by the fund which may not be current. Mutual funds change their portfolio holdings on a regular (often daily) basis. Accordingly, any analysis that includes mutual funds may

not accurately reflect the current composition of these funds. If a fund's underlying holding data is not available, it will be classified based on its corresponding overall Morningstar classification. All data is as of the date indicated in the report.

All pooled investment vehicles (such as mutual funds, closed end mutual funds, and exchange traded funds) incorporate internal management and operation expenses, which are reflected in the performance returns. Please see relevant fund prospectus for more information. Please note, performance for mutual funds is inclusive of multiple share classes.

Ineligible Assets: We require that you hold and purchase only eligible managed assets in your advisory accounts. Please contact your Financial Advisor for a list of the eligible assets in your program. These reports may provide performance information for eligible and ineligible assets in a fee-based program. Since ineligible assets are not considered fee-based program assets, the inclusion of such securities will distort the actual performance of your advisory assets. As a result, the performance reflected in this report can vary substantially from the individual account performance reflected in the performance reports provided to you as part of those programs. For fee-based programs, fees are charged on the market value of eligible assets in the accounts and assessed quarterly in advance, prorated according to the number of calendar days in the billing period. Neither UBS nor your Financial Advisor will act as your investment adviser with respect to Ineligible Assets.

Variable Annuity Asset Allocation: If the option to unbundle a variable annuity is selected and if a variable annuity's holdings data is available, variable annuities will be classified by the asset class, subclass, and style breakdown for their underlying holdings. Where a variable annuity contains equity holdings from multiple equity sectors, this report will proportionately allocate the underlying holdings of the variable annuity to those sectors measured as a percentage of the total variable annuity's asset value as of the date shown.

This information is supplied by Morningstar, Inc. on a weekly basis to UBS FS based on data supplied by the variable annuity which may not be current. Portfolio holdings of variable annuities change on a regular (often daily) basis. Accordingly, any analysis that includes variable annuities may not accurately reflect the current composition of these variable annuities. If a variable annuity's underlying holding data is not available, it will remain classified as an annuity. All data is as of the date indicated in the report.

Equity Style: The Growth, Value and Core labels are determined by Morningstar. If an Equity Style is unclassified, it is due to non-availability of data required by Morningstar to assign it a particular style.



Disclosures applicable to accounts at UBS Financial Services Inc. (continued)

Equity Capitalization: Market Capitalization is determined by Morningstar. Equity securities are classified as Large Cap, Mid Cap or Small Cap by Morningstar. Unclassified securities are those for which no capitalization is available on Morningstar.

Accrued Interest: Interest that has accumulated between the most recent payment and the report date may be reflected in market values for interest bearing securities.

The account listing may or may not include all of your accounts with UBS FS. The accounts included in this report are listed under the "Accounts included in this review" shown on the first page or listed at the top of each page. If an account number begins with "@" this denotes assets or liabilities held at other financial institutions. Information about these assets, including valuation, account type and cost basis, is based on the information you provided to us, or provided to us by third party data aggregators or custodians at your direction. We have not verified, and are not responsible for, the accuracy or completeness of this information.

Account changes: At UBS, we are committed to helping you work toward your financial goals. So that we may continue providing you with financial advice that is consistent with your investment objectives, please consider the following two questions:

- 1) Have there been any changes to your financial situation or investment objectives?
 - 2) Would you like to implement or modify any restrictions regarding the management of your account?
- If the answer to either question is "yes," it is important that you contact your Financial Advisor as soon as possible to discuss these changes. For MAC advisory accounts, please contact your investment manager directly if you would like to impose or change any investment restrictions on your account.

ADV disclosure: A complimentary copy of our current Form ADV Disclosure Brochure that describes the advisory program and related fees is available through your Financial Advisor. Please contact your Financial Advisor if you have any questions.

Important information for former Piper Jaffray and McDonald Investments clients: As an accommodation to former Piper Jaffray and McDonald Investments clients, these reports include performance history for their Piper Jaffray accounts prior to August 12, 2006 and McDonald Investments accounts prior to February 9, 2007, the date the respective accounts were converted to UBS FS. UBS FS has not independently verified this information nor do we make any representations or warranties as to the accuracy or completeness of that information and will not be liable to you if any such information is unavailable, delayed or inaccurate.

For insurance, annuities, and 529 Plans, UBS FS relies on information obtained from third party services it believes to be reliable. UBS FS does not independently verify or guarantee the accuracy or validity of any information provided by third parties. Information for insurance, annuities, and 529 Plans that has been provided by a third party service may not reflect the quantity and market value as of the previous business day. When available, an "as of" date is included in the description.

Investors outside the U.S. are subject to securities and tax regulations within their applicable jurisdiction that are not addressed in this report. Nothing in this report shall be construed to be a solicitation to buy or offer to sell any security, product or service to any non-U.S. investor, nor shall any such security, product or service be solicited, offered or sold in any jurisdiction where such activity would be contrary to the securities laws or other local laws and regulations or would subject UBS to any registration requirement within such jurisdiction.

Performance History prior to the account's inception at UBS Financial Services, Inc. may have been included in this report and is based on data provided by third party sources. UBS Financial Services Inc. has not independently verified this information nor does UBS Financial Services Inc. guarantee the accuracy or validity of the information.

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Public Works Quarterly Report, 2Q2018

City of Cordova PWD

Apr May Jun 2018

Water & Sewer

- Rec'd EPA Outstanding Project Award for LT2 Ultraviolet Water Treatment Project
- Repaired large wastewater pumps at Odiak and Whisky Ridge Pumphouses
- Rebuilt two wastewater plant air blowers
- Treated 122MG drinking water; purified 20MG wastewater; handled 99CY biosolids per Permits
- Contracted with R&M Engineers for relocation of 16" water main at Hippy Cove
- Repaired major 12" water main leak under CRH just East of Powder House
- Monitor CTC boring project on Lake Ave as it approached multiple water lines
- Reviewed CEC Crater Lake Geotech Drilling Plan to assure protection of Orca Watershed

Streets

- Pushed up burnpile 28 times; graded roads 68 hrs; swept streets 81hrs; processed 14 impounds
- Hired and trained new Operator Will Brown after Brian Johanneson's departure
- Supported ADOT bidding of Adams Ave Project with one bid submitted by Wilson Construction
- Filled 196 potholes; completed 66 PM/CM shop work orders; cleared vegetation at multiple ROWs
- Prepared to chipseal Center Drive, 6.5 Mile, and Saddle Point with 2 tanks / 10,000 gal emulsion
- Transitioned equipment, blades, and chains from winter to summer configurations
- Repaired CAT 140M Grader problematic rear main engine seal with CAT Tech onsite
- Installed two lovely Cordova Center flagpoles; built and installed new CC Payment Drop Box
- Installed drainage and revised road grades at Observation Avenue

Refuse

- Continued non-baled MSW landfilling, drainage controls, vector control, and litter policing
- Processed 48 loads of MSW, 35 C&D rolloffs, and 11 metal rolloffs; collected binned recyclables
- Obtained geomembrane pricing & specs for 2018/2019 Landfill Cap & Bear Fence Bid Package
- Installed 140CY fill & concrete riser at Baler Pit for drainage & safe access during recycling
- Cleared trees at Landfill to expand the Scrap Steel Pile; T Mair certified as Freon Removal Tech

Planning

- Prepared Code edits to move auto trailer parks from Ch16 Building Permit to Ch18 Cond. Use Permits
- Published RFPs for Comprehensive Plan & consultant to prepare Build Grant due 01Aug
- Provided information to multiple land owners concerning FEMA flood Insurance & mapping
- Completed land disposals for Prince William Sound Science Center and Rob Brown
- Processed land disposals for Lots 8 & 9 (Chase lots) and PWSCC lease, all still in-progress
- Coordinated with ADOT on Fleming Spit culvert ROW and city property issues
- Updated Conditional Use Permit and added marijuana code (passed)
- Briefed Council on State Tier I and II Harbor grants; Submitted grant for Wolf Hill path
- Submitted many documents to State to justify expenditures for bonded School projects
- Provide zoning information, documentation and maps to the public; issued 9 building permits
- Supported ADOT bidding of Adams Ave Project with one bid submitted by Wilson Constr

Facilities (50% CCMC, 50% Other City)

- Completed CCMC CT Scan UPS Battery Back Up project
- Installed electrical panel at Breakwater Fill lot for future lessees
- Prepared CIP List for PW facilities and vehicles/equipment
- Facilitated Cdv Center Otis elevator repairs, AV & lighting programming adjustments & new air filters
- Assisted at High School gym floor removal
- Issued 2nd RFP for Used Oil Processing Bldg, due 12July

(End of Quarterly Report Summary, RCR, 12Jul18; for further detail, please see more PW Weekly Reports soon to be posted at cityofcordova.net)

Information Services Department 2nd Quarter 2018

Compiled by Cathy Sherman, Debbie Carlson, Mimi Briggs and Jason Gabrielson

Museum:

Visitation: 2889 **Last Year: 2098** Full Attendance Attached Separately

- Visitors were from:
 - **Alaska:** Anchorage, Whittier, Juneau, Craig, Barrow, Cordova, Valdez, Ketchikan, Copper Center, Wasilla, North Pole, Fairbanks, Palmer, Seward, Dillingham, Petersburg, Haines, Girdwood, Lower Tonsina, Chugiak, Eagle River, Moose Pass, Bethel, Anchor Point, Kodiak, Delta Junction, Glennallen, Tok, Ninilchik
 - **Copper River Marketing Group:** Visiting to learn about the fishery from various places in the lower 48.
 - **United States:** Ohio, Utah, Florida, Washington, Montana, California, North Carolina, Pennsylvania, Wyoming, Michigan, Massachusetts, Maine, Oregon, Colorado, Arizona, Minnesota, Alabama, Idaho, Wisconsin, Arkansas, Texas, Nevada, New Mexico, North Dakota, Kansas, Georgia, Rhode Island, Hawaii, South Dakota, Maryland, Kentucky, Missouri, Nebraska, New York, Iowa, Indiana, Illinois and Virginia.
 - **International:** Australia, New Zealand, Quebec Canada, Sao Paulo Brazil, Torina Italy, London UK, Prague Czech Republic, Donclenen Netherlands, Coventry England, Mexico, Hua Hin Thailand, Germany, San Luis Mexico, Gothenburg Sweden, Kaseberga Sweden, Ludvikc Sweden, Adelaide Australia, Sinaloa Mexico, Republica Dominicano

Copper River Gallery Events:

- "Ish" Mt. Eccles Student Art Show
- "The Painted Bird and Bird in Hand"
- "The Return of the Ganseys"

Programs:

- "The History of Fishing in Cordova/PWS" a presentation by Cathy Sherman
- "Naval Radio Stations in Cordova" a presentation by Cathy Sherman
- "Out The Road – 100 years ago" a presentation by Cathy Sherman

Museum Accomplishments:

- **174** Cordova Historical Society members, **75** of whom are life members.
- We thought you might enjoy some of the **comments** left for us on the **Visitor**

Register:

- Great museum
- Awesome Museum
- Beautiful Exhibits
- Absolutely beautiful, our favorite place
- Extra special kids art
- Lovely, rainy but fun!
- Super Friendly Staff
- Love the timeline
- Great little town love the new exhibits

-More-

- Great museum and gallery, very nice – love the birds
- Love the whole building especially the museum and gift shop!
- Great displays – good work Denis!
- Wonderful museum in a fabulous community center
- Excellent small museum, wonderfully informative, money well spent
- Fishing with my 100-year-old great uncle - Historic!
- Amazing experiencing Cordova!
- Great exhibit on the oil spill, fascinating history, loved sweater exhibit
- Grandson of Jim Christensen owner of Model Café & Bakery
- Granddaughter of Exenia Barnes
- A lot of history covered, especially like First People and Gansey exhibits

Public Information Officer (PIO)

Cordova Conversation E-News:

2 nd Quarter 2018:	435 Subscribers
1 st Quarter 2018:	430 Subscribers
31 December 2017:	429 Subscribers
31 December 2016:	384 Subscribers
31 December 2015:	288 Subscribers

- **Press Releases** included:
 - Tree Trimming Reminder
 - Dispose of Waste Properly
 - Water Division Award
 - Movies in Cordova
 - Historic Preservation Commission Releases CRH Historic Milepost Guide
- Completed advertisements for the City of Cordova in newspaper, radio and websites.

Library

Circulation:

Currently Checked Out – 531

Quarter Circulation – 2573

Current Interlibrary Loans – 10

Added – 352 Discarded – 62

This quarter we concentrated on cleaning up the many donated books, cataloging and adding those that are beneficial to our library collection. Next quarter we will focus on weeding our collection to cull through damaged and outdated material and keep our collection as fresh and up to date as possible.

Overdues – 287

Lost – 195

Total Materials – 22,002

Patrons:

Permanent Cardholders: 2172

Temporary Cardholders: 109

Visitation: 5270

-More-

Public Library Assistance Grant Award:

The Cordova Public Library was recently awarded a Library Assistance grant for FY2019 for \$7,000. This grant award comes from the Alaska State Library and is dedicated toward operating costs for that the Cordova Public Library can provide the best possible service to our patrons and community.

2nd Quarter Statistics – April 1 to June 30, 2018

Date	Library Weekly Report Statistics				2018 Second Quarter					
	Patron	CIRC.	Youth		Patron	Adigital	Ref.	Adult		
Week ending	Visits		Program #		cpu-use	downloads		Programs	#	
4/7/2018	256	141	2	32	65	42	10	3	15	
4/14/2018	418	201	4	177	86	38	8	2	10	
4/21/2018	343	218	4	58	88	54	12	1	6	
4/28/2018	368	215	2	51	95	37	15	2	9	
TOTAL APRIL	1385	775	12	318	334	171	45	8	40	
5/5/2018	354	190	3	22	82	66	13	1	5	
5/12/2018	421	223	4	58	137	56	22	1	8	
5/19/2018	448	173	1	17	128	48	18	2	12	
5/26/2018	548	182	2	45	134	53	17	4	38	
TOTAL MAY	1771	768	10	142	481	223	70	8	63	
6/2/2018	402	203	0	0	125	53	15	2	28	
6/9/2018	484	218	2	22	124	44	22	2	15	
6/16/2018	465	233	1	15	123	47	12	2	18	
6/23/2018	541	197	5	55	108	56	10	2	10	
3/31/2018	222	179	1	9	133	48	21	3	38	
TOTAL JUNE	2114	1030	9	101	613	248	80	11	109	
TOTAL 2ND Q	5270	2573	31	561	1428	642	195	27	212	



Learning to draw dragons at After School Art



FOL display for Sally's Garden.

Information Technology

Compiled by Jason Gabrielson, IT Coordinator

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

Web Site Traffic

Our PHP version has been updated to allow web traffic tracking to resume. Given this change we may not have to migrate the site to a Linux based web server. Traffic from June 18, 2018 and beyond will now be tracked.

Websites

- CMS (Content Management Software) updates for cityofcordova.net are ready to be installed as time permits. Scheduling the time will be crucial to minimize downtime of the site.
- Sources for free eBooks for children have been added to the library website.
- Council videos for the quarter have decreased from 1199 views to 735 views, with 4 new subscribers bringing the total subscribers to 38.

IT (Network, Systems, Policies)

- Replacement workstations have been implemented for aging out of warranty systems.
- Jason tested and received his IT clearance on APSIN/CJIS allowing him to assist in troubleshooting systems at the police department.
- Arctic IT and Jason are scheduling time at CCMC to implement a much broader and more functional Wi-Fi system to allow for the ever-increasing use of Wi-Fi capable telemedicine and use of EHR systems (Electronic Health Record).
- We are working with CTC to do a cost analysis of City of Cordova and CCMC landline telecommunications to determine if new phone systems would benefit financially as well as allowing us to better serve the community. Preliminary numbers suggest that the monthly recurring cost would be roughly flat excluding the cost of install, programming, and hardware.
- Battery backups are being prepared for install into Cordova Center A/V equipment racks to assure that the equipment is protected from power outages and voltage changes.
- The Harbor and PD have acquired a camera system by donation. Arctic IT and Jason are meeting to discuss the installation of these cameras to monitor our harbor.
- The Library Wi-Fi users for the quarter: 2407

-END-

Museum Attendance

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
1981					2483
1982					2928
1983					2618
1984					1973
1985					1414
1986	221	682	1004	209	2116
1987					1677
1988	262	645	1326	345	2578
1989	238	629	1270	374	2511
1990	411	765	1534	415	3125
1991	445	936	1355	308	3044
1992	443	509	1857	705	3514
1993	281	1078	1481	406	3246
1994	608	1255	1726	452	4041
1995	458	882	2067	548	3955
1996	905	1897	2358	741	5901
1997	634	1216	2896	936	5682
1998	1047	4330	6502	906	12,785*
1999	1288	3948	4890	853	10,979*
2000	1076	1562	2931	740	6,309
2001	1185	2484	3777	934	8380
2002	1242	2343	4176	1155	8916
2003	1590	2461	4111	963	9125
2004	1839	3063	4907	1206	11,015
2005	1834	3071	5216	1508	11,629
2006	2355	2953	6,189	1771	13,268
2007	1919	3613	4166	1442	11,140
2008	2092	3210	4919	1476	11,697
2009	1543	2436	3618	1138	8735
2010	1121	1866	2735	1051	6773
2011	1569	2275	3314	862	8020
2012	1268	2128	2329	1068	6783
2013	952	1868	2868	1320	7008
2014	1548	1876	2527	1639	7590
2015	1291	1737	2033	2015	7076
2016	1680	2461	3039	1454	8634
2017	1115	2098	3070	1436	7719
2018	1279	2889			

*Norwegian Cruise Lines

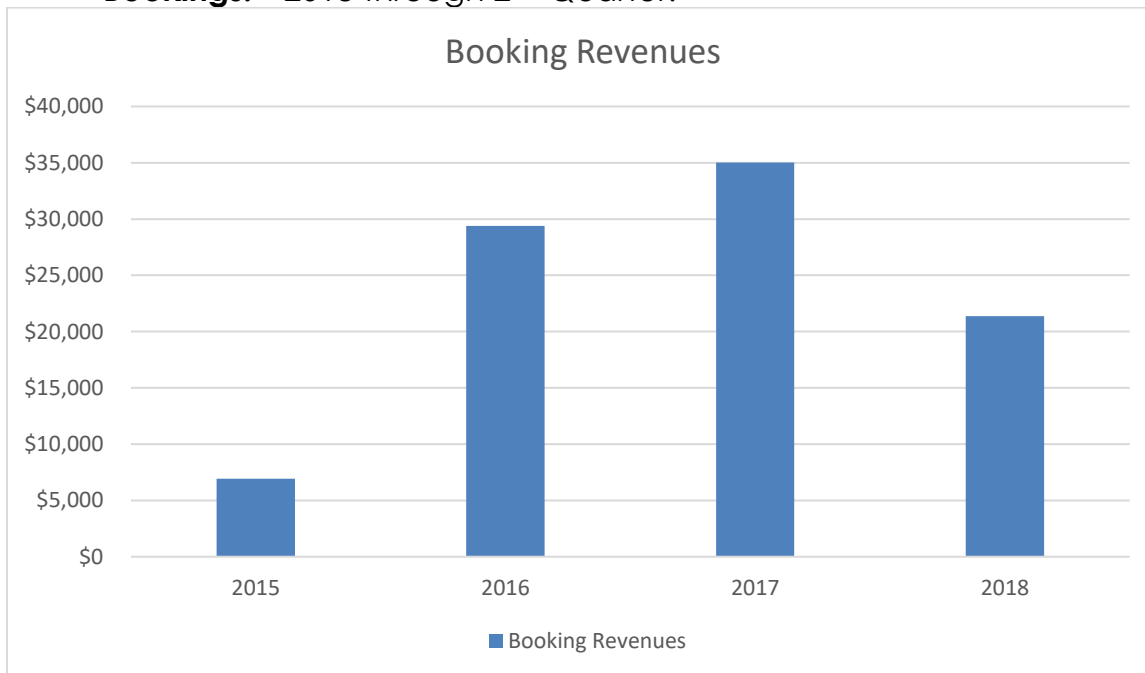
1996—School classes begin coming to the museum.

2009—Alaska Sightseeing Cruise West pulls out.

2015—Move to Cordova Center

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

- Cordova Center **Use Policy**. Posted on website (thecordovacenter.com). *Always continuing to make notes for year-end review.*
- **Bookings:** *2018 through 2nd Quarter.



- **Donations:**
 - **\$10,000 Shoreside Pledge to Endowment**
 - **\$100 Emilyrita A. Stewart**
- **Landscaping:**
 - Flagpoles were installed by the Public Works Crew prior to the 4th of July holiday with the assistance of Jerry Blackler.
 - Interpretive signs for speeder car and local history will be reinstalled as time allows for the PW crew.
 - Worked with local business "Knot Crazy" to begin to cover bases of lamp posts.
 - Through donations from the Friends of the Library and others in the community, the final landscaping is being planned. An interactive garden in front of the library will be the next addition on the upper level.

To: Mayor and City Council
Through: Alan Lanning, City Manager
From: Paul Trumblee, Fire Marshal
Date: April 4th, 2018

CORDOVA VOLUNTEER FIRE DEPARTMENT
Quarterly Report

In this 1st quarter of 2018. The Cordova Volunteer Fire Department responded to 49 calls for Fire, Rescue and EMS for a total of 382 member hours. Including emergency calls, the volunteers of the fire department participated in the regular Thursday night meetings, public education and other activities for a total of 1463 member hours.

Please see detail monthly activity sheets attached for more information on fire department activities.

Jan. 2018 ACTIVITIES		Attendance	Hours	Total People Hours
	Thursday Meetings			
1/4	Narcan, Accountability, Fire Attack	19	2	38
1/11	Business Meeting	16	2	32
1/18	Run Review	12	1	12
1/18	Capnography & Zoll Stations	11	2	22
1/18	Power Tool Inspection	4	2	8
1/25	Tsunami Debrief	17	2	34
	Total			146
Date	Public Education Taught			
	None			
	Total			0
Date	Other Activities			
1/3	SCBA Checks	1	1	1
1/12	Active Threat Integrated Response	2	24	48
1/28	SHSP Grant Writing	1	19.5	20
1/31	Treasurer EOY Reports	1	20	20
	Total			89
Date	Fire Runs			
1/5	Automated Alarm @ Public Safety Building	1	0.5	1
1/6	Apartment Fire Investigation	1	1	1
1/11	Fuel Spill	12	1	12
1/19	Unconfirmed Alarm 13mile Barracks	7	0.5	4
1/20	Unconfirmed Alarm Ocean Beauty	12	0.5	6
1/20	CO Alarm	1	1	1
1/23	Tsunami Evacuation	20	4	80
1/25	Stuck Vehicle	12	1	12
	Total			116
Date	Amb. Runs			
1/1	Medical Transport	4	1.5	6
1/7	Unconscious Male	6	1.5	9
1/11	Medical Transport	2	2	4
1/12	Difficulty Standing	4	1.5	6
1/12	Woman Fell	3	1	3
1/16	Diabetic Episode	3	1	3
1/18	Unconscious Female	4	2	8
1/22	Abdominal Pain	4	1	4
1/27	Unresponsive Male	3	1	3
	Total			46
<u>Total hours for the month of January</u>				397

February 2018 ACTIVITIES		Attendance	Hours	Total People Hours
	Thursday Meetings			
2/1	Documentation	20	2	40
2/8	Ambulance Inventory	6	1	6
2/8	Business Meeting	18	1	18
2/15	Run Reviews	8	1	8
2/15	SART Training	19	1	19
2/22	Ambulance Inventory	12	1	12
2/22	Drug Stations / Hose Testing	19	2	38
	Total			141
Date	Public Education Taught			
				0
	Total			0
Date	Other Activities			
2/2	Iceworm Prep	10	1.5	15
2/2	Engine Wash	1	1.5	2
2/3	Iceworm Prep	4	2	8
2/3	Iceworm Parade	9	2	18
2/5	Gear Maintenance	1	1	1
2/7	Refuel Apparatus	1	2	2
2/8	Refuel Apparatus	1	1	1
2/9	Apparatus Cleaning	1	1	1
2/10	Annual Banquet	24	4	96
2/12	ETT Class	3	4	12
2/13	ETT Class	4	4	16
2/15	Training Prep	1	2	2
2/18	Gear Maintenance	1	1	1
2/19	ETT Class	2	4	8
2/23	Phone Programming	1	1	1
2/28	Apparatus Cleaning	1	1	1
2/28	House Captain	1	2	2
	Total			186
Date	Fire Runs			
2/2	Automated Alarm @ Ocean Beauty	10	1	10
2/5	CO Leak check	1	1	1
2/6	Automated Alarm @ Ocean Beauty	7	1	7
2/9	Smoke from stack	11	1	11
2/12	Sunset View Alarm	12	1	12
2/13	Controlled Burn Check	1	1	1
2/16	Vehicle Fire	15	1.5	23
	Total			65
Date	Ambulance Runs			
2/3	Medical Transport	3	2	6
2/4	Chest Pain	3	1	3
2/5	Right leg not working	5	1	5
2/5	Medical Transport	4	3	12
2/5	Disorientated Male	8	1	8
2/17	Dislocated hip	3	1	3
2/18	Natural Death	3	1.5	5
2/25	Medical Transport	3	1.5	5
	Total			46
Total hours for the month of February				437

March 2018 ACTIVITIES		Attendance	Hours	Total People Hours
	Thursday Meetings			
3/1	HazMat Awareness Refresher	19	2	38
3/8	Officer Meeting	8	1	8
3/8	Ambulance Inventory	2	1	2
3/8	Business Meeting	22	2	44
3/15	CPR Pro	20	4	80
3/22	Ice Rescue	18	3	54
3/29	Rope Training & Code Practice	19	3	57
				283
Date	Public Education Taught			
				0
	Total			0
Date	Other Activities			
3/1	Ambulance Schedule	1	10	10
3/1	Treasurer Duties	1	20	20
3/5	Department Cleanup	1	4	4
3/6	Shoveling Snow	1	1	1
3/9	Inventory E3	2	2	4
3/16	Firefighter 2	6	4	24
3/17	Firefighter 2	6	8	48
3/18	EMT 3 Recert	2	4	8
3/18	Firefighter 2	5	8	40
3/19	Firefighter 2	4	8	32
3/23	Firefighter 2	5	4	20
3/23	Ambulance Inventory	1	3	3
3/29	HMTRI HazMat Recert	1	24	24
	Total			238
Date	Fire Runs			
3/7	Propane Leak	15	1	15
3/13	Confirmed Grill Fire	15	1	15
3/14	Report of Smoke	1	0.5	1
3/20	Hot Fire Smell	1	1	1
3/20	Electrical Fire	17	1	17
3/22	Fuel Tank Leak	1	2	2
	Total			51
Date	Ambulance Runs			
3/4	Injured Snowboarder	3	1	3
3/5	Dislocated Hip	5	1.5	7.5
3/5	Medical Transport	3	2	6
3/6	Medical Transport	3	3	9
3/7	Unresponsive Female	4	1	4
3/13	Medical Transport	3	1	3
3/18	Nasal Hemorrhage	2	1	2
3/19	Medical Transport	2	2	4
3/21	Medical Transport	2	2	4
3/22	Respiratory Distress	4	1.5	6
3/23	Medical Transport	3	2	6
3/28	Non Medical Transport	3	1	3
	Total			58
	<u>Total hours for the month of March</u>			629

To: Mayor and City Council
Through: Alan Lanning, City Manager
From: Paul Trumblee, Fire Marshal
Date: July 11, 2018

CORDOVA VOLUNTEER FIRE DEPARTMENT
Quarterly Report

In this 2nd quarter of 2018. The Cordova Volunteer Fire Department responded to 45 calls for Fire, Rescue and EMS with a total of 280 member hours. YTD 94 Calls for service.

Including emergency calls, the volunteers of the fire department participated in the regular Thursday night meetings, public education and other activities for a total of 1360 member hours. YTD 2823 member hours.

Please see detail monthly activity sheets attached for more information on fire department activities.

April 2018 ACTIVITIES		Attendance	Hours	Total People Hours
Date	Thursday Meetings			
4/5	The Wave Briefing	21	3	63
4/12	Business Meeting	12	1	12
4/12	Ambulance Inventory	2	1	2
4/19	Run Review	6	1	6
4/19	Death Identification	9	2	18
4/19	Extrication	9	2	18
4/26	Infection Control	24	2	48
	Total			167
Date	Public Education Taught			
4/9	Explorer Post	4	2	8
4/12	Tsunami Awareness	4	1	4
4/16	Explorer Post	3	2	6
4/23	Explorer Post	4	2	8
	Total			26
Date	Other Activities			
				0
4/6	Bleeding Control	12	3	36
4/7	Tactical Emergency Trauma Care	14	8	112
4/11	Secretary & Treasurer Duties	1	6	6
4/14	The Wave Exercise	17	4	68
4/20	Fit Testing	2	6	12
4/21	Health Fair	11	4	44
4/21	Head Shave	10	1	10
4/30	Bloodborne Pathogens	2	2	4
	Total			292
Date	Fire Runs			
4/4	Alarm @ Trident North	1	1	1
4/8	Girl in Tree	12	1	12
4/13	Automated Alarm	12	1	12
	Total			25
Date	Ambulance Runs			
4/2	Medical Transport	3	1.5	4.5
4/5	Unknown Reaction	3	1	3
4/6	Possible Heart Attack	4	1	4
4/7	Foot Trauma	5	1	5
4/19	Laceration to Face	3	1	3
4/23	Lift Assist	5	1	5
4/23	Medical Transport	3	2	6
4/30	Medical Transport	3	2.5	7.5
	Total			38
<u>Total hours for the month of April</u>				548

May 2018 ACTIVITIES		Attendance	Hours	Total People Hours
	Thursday Meetings			
5/3	Purple Thursday	21	2	42
5/10	Ambulance Inventory	10	2	20
5/10	E3 Pump Training	5	3	15
5/17	Run Review	8	1	8
5/17	Dynamics of a Call	10	2	20
5/24	Ambulance Inventory	9	1	9
5/24	Radio Inventory	16	2	32
5/31	HIPAA	18	2	36
	Total			182
Date	Public Education Taught			
5/3	Fire Extinguisher Training	1	2	2
5/7	Explorers	4	2	8
5/14	Explorers	4	2	8
5/15	CPR @ Elementary School	2	7	14
5/21	Explorers	5	2	10
5/28	Explorers	4	2	8
	Total			50
Date	Other Activities			
5/9	Treasurer Duties	1	5	5
5/22	House Captain	1	1.5	1.5
5/22	Substation Maintenance	2	2	4
5/23	Scheduling	1	10	10
5/25	USFS Standby	2	1	2
5/26	Driver Training	2	1	2
5/27	House Captain	1	6	6
5/27	Driver Training	2	1	2
	Total			33
Date	Fire Runs			
5/3	Alarm @ Orca Lodge	9	1	9
5/5	Elevator Rescue	4	1	4
5/13	Boat Fire	18	2	36
5/16	Fuel Spill	1	1	1
5/19	Fuel Spill	1	1	1
5/20	Debris Fire	1	2	2
5/29	Automated Alarm	9	1	9
	Total			62
Date	Ambulance Runs			
5/8	Possible Overdose	3	1.5	4.5
5/13	Seizure	4	1	4
5/13	Burn Patient	3	1.5	4.5
5/16	Incoherent Male	3	1.5	4.5
5/16	Medical Transport	3	1	3
5/21	Chest Pain	3	1.5	4.5
5/23	Charitable Transport	3	1	3
5/29	Syncope	4	1.5	6
	Total			34
	Total hours for the month of May			361

June 2018 ACTIVITIES		Attendance	Hours	Total People Hours
Date	Thursday Meetings			
6/7	Trident North Drill	16	2	32
6/14	Inventory	9	1	9
6/14	Business Meeting	19	2	38
6/21	Run Review	8	1	8
6/21	Arrest Training	11	2	22
6/21	Substation Training	8	2	16
6/28	Ambulance Inventory	9	1	9
6/28	Live Burn	16	3	48
	Total			182
Date	Public Education Taught			
				0
	Total			0
Date	Other Activities			
6/6	Fluid Flow CME	3	2	6
6/9	Siding Work Party	12	6	72
6/17	Car Bash Fundraiser	20	3	60
6/21	Training Setup	3	1	3
6/26	Substation Maintenance	1	1.5	1.5
6/30	Medical Supply Orders	1	6	6
	Total			149
Date	Fire Runs			
6/2	Check Burn Pile	1	1	1
6/5	Gas Smell	2	1	2
6/9	Automated Alarm	6	1	6
6/11	Really Hot Sauna	18	1	18
6/13	Off Road Rescue	2	2	4
6/24	Automated Alarm	12	1	12
6/25	Fuel Spill	9	1.5	13.5
	Total			57
Date	Ambulance Runs			
6/1	Fell down embankment	3	1	3
6/1	Unconscious Male	3	1	3
6/5	Dislocated Hip	9	1	9
6/5	Medical Transport	3	2	6
6/5	Woman Fainted	3	1.5	4.5
6/13	Pacemaker Issues	3	1.5	4.5
6/17	Back Pain	3	2	6
6/17	Medical Transport	3	2	6
6/22	Back Pain	3	2	6
6/24	Head Injury	4	1	4
6/25	Medical Transport	3	2	6
6/29	Medical Transport	3	2	6
	Total			64
<u>Total hours for the month of June</u>				451

CITY OF CORDOVA



The Honorable Senator Murkowski
United States Senate
522 Hart Senate Office Building
Washington, DC, 20510

July 8, 2018

Dear Senator Murkowski

This letter is to express our deep appreciation for appropriating disaster funding for the coastal Alaska region impacted by a disastrously low pink salmon return in 2016. As Mayor of Cordova, I specifically wanted to acknowledge your efforts toward securing the \$56 million settlement, over \$30 million of which was allocated to Prince William Sound.

We now are awaiting word on a spending plan determination between the Governor's Office, ADF&G, DCCED, and the NMFS Alaska Region office and will be working with them to assure the highest short and long-term value of this funding to strengthen Alaska's fisheries.

This disaster funding is especially critical and welcome for Cordova and the fishermen who deliver here due to record low numbers of Copper River sockeye this year. These are a well-known, highly marketable, and desired brand of Alaska salmon.

<https://www.undercurrentnews.com/2018/06/13/alaskas-copper-river-sockeye-season-second-lowest-in-50-years/>

<http://www.ktva.com/story/38272034/low-copper-river-sockeye-returns-leave-state-mulling-closures>

<https://www.thecordovaitimes.com/2018/06/06/no-commercial-opener-for-copper-river-salmon-fishery/>

In her January 18, 2017 letter of disaster determination, Secretary Penny Pritzker called for a spend plan that would "create a more resilient fishery that can better withstand similar environmental disasters in the future." The future, it seems, is already present.

<https://www.fisheries.noaa.gov/webdam/download/65029078>

Thank you for your service to our state and nation. I will be in Washington, D.C. July 9th and 10th, October 15th and 16th, and periodically thereafter as my Department of Energy Electricity Advisory Committee appointment is eminent, and I look forward to serving our state in this capacity.

Appreciatively,

Clay Koplin
Mayor of Cordova

*Thank you Lisa!
Great work for Alaskans
and we know this doesn't
happen without you!*

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

CITY OF CORDOVA



The Honorable Senator Dan Sullivan
702 Hart Senate Office Building
Washington, DC 20510

July 8, 2018

Dear Senator Sullivan:

This letter is to express our deep appreciation for your work in securing disaster funding for the coastal Alaska region impacted by a disastrously low pink salmon return in 2016. As Mayor of Cordova, I specifically wanted to acknowledge your efforts toward securing the \$56 million settlement, over \$30 million of which was allocated to Prince William Sound.

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Appreciatively,

Clay Koplin
Mayor of Cordova

*Thank you Dan!
Great work for Alaskans
& with Louise Stutes to
make this happen!*

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

CITY OF CORDOVA



The Honorable Representative Don Young
2314 Rayburn House Office Building
Washington, DC 20515

July 8, 2018

Dear Representative Young:

This letter is to express our deep appreciation for your work in securing disaster funding for the coastal Alaska region impacted by a disastrously low pink salmon return in 2016. As Mayor of Cordova, I specifically wanted to acknowledge your efforts toward securing the \$56 million Alaskan settlement, over \$30 million of which was allocated to Prince William Sound.

We now are awaiting word on a spending plan determination between the Governor's Office, ADF&G, DCCED, and the NMFS Alaska Region office and will be working with them to assure the highest short and long-term value of this funding to strengthening Alaska's fisheries.

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Appreciatively,

Clay Koplin
Mayor of Cordova

*Thank you Don!
Great work for
Alaskans!*

CITY OF CORDOVA



July 9, 2018

Chairman John Jensen
Alaska Board of Fisheries
Boards Support Section
PO Box 115526
Juneau, AK 99811
Submitted via email: dfg.bof.comments@alaska.gov

RE: Comments on KRSA et al. Emergency Petition on VFDA

Dear Chairman Jensen and Alaska Board of Fisheries (“Board”) Members:

The City of Cordova strongly opposes both a finding of emergency to consider countermanding Alaska Department of Fish and Game (“Department”) approved VFDA 2018 hatchery release levels, and the July 17, 2018 meeting schedule for public participation for the emergency petition.

Hatchery release levels represent decades of public process and Department Management. Emergency modification of those levels without the orderly and comprehensive evaluation scheduled for October which KRSA implies in their petition is an irresponsible approach, represents a cart-before-the-horse solution to an unqualified problem.

The City of Cordova particularly resents considering an emergency order of this ecological and economic magnitude on July 17th at the peak of the harvest and processing season when most of the key stakeholders, including the City of Cordova, are limited in their ability to participate. Whether coincidental or not, the timing presents the appearance of bias and motive on the part of the Alaska Board of Fisheries and undermines confidence in the public process. I joined dozens of stakeholders in committing personal time and resources to participating in the PWS finfish meetings in Valdez last fall where I developed an appreciation for the Board’s thoughtful and deliberate consideration of the large volume and complexity of issues you consider. I noted that compensated representatives of the KRSA were in attendance at that meeting and strongly question why concerns with hatchery releases were not raised at that more appropriate time. Please deny consideration of this emergency request at this time and proceed with appropriate care and consideration, our community livelihoods and highly complex ecosystems depend upon it.

Respectfully,

Clay Koplín
Mayor of Cordova



July 16, 2018

MEMORANDUM

To: Cordova City Council
PO Box 1210
Cordova, AK 99574

From: Charlotte Westing
Prince William Sound Area Wildlife Biologist
Alaska Department of Fish and Game

Subject: *Investing in community bear safety measures in Cordova*

This summer the phones (at ADFG and the Cordova Police Department) have been busy with bear calls. Because we live in an area that is rich in fish and berries, it is inevitable that there will be some overlap in areas used by bears and by people. However, when bears are compensated with human food, they inevitably become too comfortable existing near our homes and businesses and may become defensive of a new and unnatural food source. The end is often that they are killed to prevent the other unpalatable outcome, a person being hurt or killed. There are numerous reasons why Cordova needs to do a better job taking care of garbage.

- Public safety is at risk when bears are shot in city limits. Citizens may kill a bear under Defense of Life and Property (DLP) provisions. This means firearms being discharged by untrained individuals near homes and businesses. This concern was validated in 2001 at the Copper River Seafoods cannery when an individual attempting to shoot a bear in a building, shot another person through a wall.
- Public safety is at risk when bears become habituated to trash. A good dumpster is a resource worth defending. All bears can be dangerous when surprised or when they are protecting their food. In 2013, a bear got inside a dumpster at the Reluctant Fisherman and the Anchor Bar, both on major pedestrian thoroughfares between the boat harbor, bars, canneries, and commercial buildings. It was killed when it charged officers. Recently, I observed a bear using this thoroughfare in the middle of the day.
- Officers are forced to spend time dealing with bear calls instead of responding to other safety concerns. This drains valuable public safety resources.
- Bears distribute trash making it harder to keep Cordova clean.

- Having bears in trash is bad for business and our reputation as a community that desires tourism.

The easiest way to address these issues is to make trash inaccessible to bears. In 2013, I made an appeal to the City Council to replace dumpster lids as they degrade. The Council voted unanimously to support this measure. What we didn't realize at the time is that dumpster lids do not need to be replaced often. Since that time, the refuse department has added only one or two lids to the initial 15 bear resistant lids out of about 100 total lids.

Dumpsters should be outfitted with bear resistant lids. In Valdez, they decreased the number of bears killed in town from an annual average of 20, to one per year, simply by using bear resistant lids. Other communities such as Kodiak and Juneau have also used them with great success.

- The city has about 15-17 lids currently deployed mostly in outlying areas. At least food waste generating entities like the hospital, school, restaurants, apartment buildings and canneries should have bear resistant lids.
- Dumpster lids can be retrofitted for between \$500 and \$1000 each. It is more cost effective to purchase lids in bulk.
- Communities across the US and Canada use bear resistant lids and see it as an investment in the safety of their community and the health of wild bear populations.

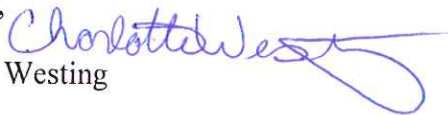
Bears also can become a safety risk when they become habituated to residential food sources. Some communities have adopted city ordinances regarding when residential trash can be placed outside for pickup. For example, in Juneau you cannot put trash outside until 6am the day of pickup. Currently, citations can only be issued for trash that animals are actively getting into.

The majority of calls regarding bears this summer have come from poultry owners. Some communities (Valdez for example) have banned chickens from within city limits, recognizing the attractive nature of livestock and feed. Alternatively, Council could consider guidelines for minimum protection measures that should be in place to demonstrate a "good faith effort" to keep livestock safe.

The Alaska Department of Fish in Game is working with the Cordova Police Department, the Alaska State Troopers, and the City Refuse Department to explore ways to improve bear incident prevention. Thank you for considering these changes to continue to improve our fantastic community.

Sincerely,

Charlotte Westing



Prince William Sound Area Wildlife Biologist
Alaska Department of Fish and Game

**CITY OF CORDOVA, ALASKA
ORDINANCE 1171**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA,
ALASKA, AUTHORIZING THE TRANSFER OF \$269,000 FROM THE GENERAL
RESERVE FUND (PERMANENT FUND) TO THE REFUSE ENTERPRISE FUND
FOR THE PURCHASE OF A REFUSE TRUCK**

WHEREAS, the City Council of the City of Cordova, Alaska, has adopted the City Budget and appropriated funds for FY18 for the period of January 1, 2018 to December 31, 2018; and

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

Fund #	Fund Title	Purpose	Amount
505-390-49998	Transfer from Permanent Fund	Refuse Truck	\$269,000
	Total		\$269,000

NOW, THEREFORE BE IT ORDAINED that the City Council of the City of Cordova, Alaska, hereby authorizes the transfer of \$269,000 from the General Reserve Fund (Permanent Fund) to the Refuse Enterprise Fund for the purchase of capital equipment, which was not appropriated in the adopted or amended budget for fiscal year 2018.

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 and Public Hearing: August 1, 2018

2nd reading and Public Hearing: _____

PASSED AND APPROVED THIS ___ DAY OF _____ 2018

Clay R. Koplín, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

Section 2-13. - Ordinances: Passage, veto, when in effect.

(1) A proposed ordinance shall be read, either in full or by number and Title, and a vote of a majority of all members of the council shall be required for its final passage, unless a vote of a number greater than the majority of all the council and the mayor shall be required by ordinance or provided for elsewhere in the charter for final passage of the proposed ordinance. The vote on final passage of every ordinance shall be yeas and nays, and shall be entered into the journal. No ordinance except an emergency ordinance may be finally passed on the same day that it is introduced.

(2) Except as otherwise provided by applicable law, the mayor may veto any ordinance by filing a written and signed veto with the council or the city clerk or in the office of the city clerk, not later than the next calendar day after its final passage; and said veto shall state the reasons therefor. The city clerk shall immediately notify the council of the mayor's action.

(3) Not less than five days nor more than three weeks after the mayor vetoes an ordinance, the council, by vote of at least five council members in the case of nonemergency ordinances and six votes in the case of emergency ordinances, may pass the ordinance notwithstanding the veto of the mayor. Such vote shall be by yeas and nays, and shall be entered in the journal.

(4) When this charter refers to passing or passage of an ordinance, it shall mean final passage in case there is no veto, or passage after a veto notwithstanding the veto of the mayor, as the case may be.

(5) Within ten days after its passage, every ordinance shall be published in full or by number and title. Emergency ordinances and ordinances making, repealing, transferring, or otherwise changing appropriations, shall go into effect immediately upon passage unless they specify a later time. All other ordinances shall go into effect thirty days after passage and publication unless they specify a later time.

(Amended by Resolution 86-45 § 2, 1986, and by Resolutions 5-95-39 and 5-95-56, approved by the voters on July 19, 1995).

Charter of the City of Cordova, Alaska

Section - 5-22.

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

Cordova Municipal Code

Chapter 5.44 - CORDOVA GENERAL RESERVE FUND

Sections:

5.44.010 - Cordova general reserve fund established.

There is established as a separate fund within the finances of the city a fund to be known as the Cordova general reserve fund (hereinafter referred to as "the fund"). The **Cordova general reserve fund** is also referred to as the "**city permanent fund**." The fund shall be administered in accordance with the provisions of this chapter.
(Ord. 789 (part), 1997: Ord. 615 § 1, 1987).

5.44.020 - Purpose.

The purpose for establishment of the fund is to provide a continuing source of funding for the capital and operating expenses of the city. The council may not consider any revenue from the Cordova general reserve fund as anticipated revenues for the purpose of funding operating expenses when approving the budget. The establishment of the fund is intended to assist in minimizing the tax burden to the citizens of Cordova, and preserve in trust assets of the city for the benefit of present and future generations of Cordova residents.
(Ord. 789 (part), 1997: Ord. 615 § 2, 1987).

5.44.030 - Deposits to the fund.

The council may, from time to time, make deposits to the fund in the same manner as it makes other appropriations. Any funds received by the city from any source may be deposited into the fund; provided, however, it shall be the policy of the city council that any windfall funds from legal settlements received by the city shall be deposited into the fund to fulfill the purpose as set forth in [Section 5.44.020](#).
(Ord. 702 (part), 1992: Ord. 615 § 3, 1987).

5.44.040 - Management of fund.

An investment policy consistent with the Prudent Investor Act shall be adopted by the city council by resolution, and may be amended as necessary by resolution. The city treasurer shall follow the investment policy adopted by the city council for investment and management of amounts in the fund.

(Ord. 615 § 4, 1987).
(Ord. No. 1059, § 1, 11-4-2009)

5.44.050 - Income and distribution.

A. In conjunction with the audit of the city's financial statements each year, the city treasurer shall prepare a report for the city council which shows, as of the last day of the preceding fiscal year, the nature of each outstanding investment, including the purchase date, purchase price, and estimated net yield rate at the time of purchase, and the income earned from each investment from the initial date of purchase to the date of the report. The report shall be delivered to the city council in conjunction with the audited financial statements.

B. In conjunction with audit of the city's financial statements each year, the net income of the fund shall be determined as of the last day of the preceding fiscal year in accordance with this section and utilizing generally accepted accounting principles. The city treasurer shall report such determination to the city council in conjunction with delivery of the audited financial statements.

C. For the purposes of determining the net income of the fund, "net income" means the total income yielded from investment of the principal of the fund for the preceding fiscal year, less any amounts needed;

1. To reimburse the fund principal in the event a transaction results in an actual dollar loss in principal;
2. To offset any reduction in fund principal due to administrative costs;
3. To offset any depletive effect of inflation on the fund principal during the fiscal year, as may be determined by a nationally recognized inflation index.

D. The net income of the fund is unrestricted general income of the city.
(Ord. 933, 2003; Ord. 915, 2002; Ord. 615 § 5, 1987).

5.44.060 - Principal.

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

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

(Ord. 789 (part), 1997; Ord. 702 (part), 1992; Ord. 615 § 6, 1987).



AGENDA ITEM 25
City Council Meeting Date: 8/1/2018
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager
DATE: 7/10/2018
ITEM: Budget Amendment Resolution to fund Comprehensive Plan
NEXT STEP: Council Approval of Resolution 07-18-18

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE:

The City of Cordova issued an RFP to gauge the interest of firms to complete a Comprehensive Plan process. The City advertised the RFP for 45 days. The City of Cordova received 3 qualified proposals. Agnew-Beck, R&M, and Umiak Environmental all submitted proposals. After reviewing the proposals, staff and 2 members of the planning commission unanimously agreed that the Agnew-Beck proposal most closely aligned with the stated needs of the City. Staff is seeking Council approval for a budget amendment of \$122,146.00 to fund this project.

II. RECOMMENDED ACTION / NEXT STEP:

Council action to address the request, a motion on the attached Resolution 07-18-18.

III. FISCAL IMPACTS:

The fiscal impact will be \$122,146.00, per the recommended qualifying proposal.

IV. BACKGROUND INFORMATION:

After numerous conversations, including the Planning Department, Planning Commission and City Council, the City of Cordova issued an RFP for a Comprehensive Plan process. Based upon information from other communities, City staff forwarded cost figures ranging from \$100k to \$200k depending upon the

scope of the project. The City of Cordova RFP called for a complete process, with emphasis on community input. The current Comprehensive Plan was completed in 2008 and is 10 years old. Given our current financial concerns, what we know to be changing economics at the State and Federal level, a new complete Comprehensive Plan has been supported. After careful review, we are confident the Agnew-Beck proposal is the most advantageous proposal for the City of Cordova, yielding the best product from a cost and substance vantagepoint.

V. LEGAL ISSUES:

None we are aware of.

VII. SUMMARY AND ALTERNATIVES:

Approve the funding.

Deny the funding.

Suggest other alternatives.

**CITY OF CORDOVA, ALASKA
RESOLUTION 07-18-18**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING THE 2018 BUDGET BY APPROPRIATING \$122,146 FROM THE CITY
OF CORDOVA GENERAL FUND RESERVE AND TRANSFERRING IT INTO THE
GENERAL PROJECTS FUND TO COMPLETE A COMPREHENSIVE PLAN UPDATE**

WHEREAS, the City of Cordova's current Comprehensive Plan was completed in 2008 and is now 10 years old; and

WHEREAS, the City of Cordova desires to provide the best community and economic planning tools for the health and sustainability of the community; and

WHEREAS, the City of Cordova desires to engage in a comprehensive community process, engaging the community and stakeholders; and

WHEREAS, the existing Comprehensive Plan is outdated and should reflect the current and future needs of the community; and

WHEREAS, the City of Cordova has engaged in an RFP process, seeking bids from qualified firms to complete a Comprehensive Plan process and engage the community and stakeholders in that process; and

WHEREAS, the City of Cordova received and reviewed 3 qualified proposal which were reviewed and evaluated by staff; and

WHEREAS, the firm of Agnew-Beck was determined to be the most appropriate proposal for the stated needs of the City of Cordova, meeting both the final product needs and cost related needs.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Cordova, Alaska, does hereby amend the 2018 budget by appropriating \$122,146 from the General Fund Reserve to the General Projects Fund, Comprehensive Plan Account #401-390-49997, to complete a Comprehensive Plan update.

PASSED AND APPROVED THIS 1st DAY OF AUGUST, 2018

Clay Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM 26
City Council Meeting Date: 8/1/18
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager
DATE: 7/25/18
ITEM: Budget Amendment Resolution to Fund Borough Economic Study
NEXT STEP: Council Approval of Resolution 08-18-19

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE:

The Girdwood Governance Association issued a request for proposals for an economic study for a Prince William Sound (PWS) Borough. Per the attached letter, they have requested funding for the PWS portion of the economic study. They did not request a specific funding amount, only that they would like the communities in PWS, including Cordova, to contribute a total of \$48,000. Staff has inserted \$20,000 as a placeholder in the resolution; City Council is free to amend the amount as they wish.

II. RECOMMENDED ACTION / NEXT STEP:

Action on Resolution 08-18-19.

III. FISCAL IMPACTS:

If the resolution passes, the immediate fiscal impact will be the amount specified in the resolution.

IV. BACKGROUND INFORMATION:

Borough formation is a complicated process and without an economic study, the conversation quickly becomes speculative. While there have been borough studies in the past, the most recent was completed over 20 years ago and does not consider the possibility of Girdwood becoming a part of the borough. The fiscal realities at the federal, state, and local levels are changing and it would be advantageous to have a fresh look at the economics of a borough. Having the study would allow for a much more informed discussion that would allow the community to weigh the advantages and disadvantages of forming a Prince William Sound Borough.

The Local Boundary Commission has a lot of information about boroughs on their webpage: <https://www.commerce.alaska.gov/web/dcra/LocalBoundaryCommission/Information.aspx>

Of particular interest are the “Model Borough Boundary Study,” the “2003 Unorganized Areas of Alaska that Meet Borough Incorporation Standards,” the “2004 School Consolidation Report,” and the “Borough Incorporation Information Packet.”

V. LEGAL ISSUES:

None currently.

VII. SUMMARY AND ALTERNATIVES:

Approve the funding.

Deny the funding.

Suggest other alternatives.

**CITY OF CORDOVA, ALASKA
RESOLUTION 08-18-19**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING THE 2018 BUDGET BY APPROPRIATING \$20,000 FROM THE CITY OF
CORDOVA GENERAL FUND RESERVE AND TRANSFERRING IT INTO THE #401
FUND IN ORDER TO CONTRIBUTE FUNDS FOR AN ECONOMIC ANALYSIS OF A
PRINCE WILLIAM SOUND BOROUGH**

WHEREAS, the Girdwood Governance Association issued a request for proposals for a Prince William Sound Borough economic study and is requesting the City of Cordova contribute funds towards the study; and

WHEREAS, the last borough formation study for the Prince William Sound Borough is now over 20 years old and does not take into consideration the possibility of Girdwood becoming a part of the borough; and

WHEREAS, the City of Cordova is not committing to borough formation at this time, but is exercising due diligence by looking into the economics of borough formation; and

WHEREAS, an economic study is critical for the community to make an informed decision in the future about whether to pursue forming a borough with other communities in Prince William Sound.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Cordova, Alaska, does hereby amend the 2018 budget by appropriating \$20,000 from the General Fund Reserve to the General Projects Fund, Account #401-802-55365, in order to contribute funds for an economic analysis of a Prince William Sound Borough.

PASSED AND APPROVED THIS 1ST DAY OF AUGUST 2018

Clay R. Koplín, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM 26a.
City Council Meeting Date: 8/15/18
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff
DATE: 8/8/18
ITEM: Disposal of Approximately 1,203 sq. ft. on Cordova Jr/Sr High School Campus to Prince William Sound College (PWSC)
NEXT STEP: Approval of Resolution

ORDINANCE RESOLUTION
 MOTION INFORMATION

- I. REQUEST OR ISSUE:**
Approve Resolution 08-18-20.
- II. RECOMMENDED ACTION / NEXT STEP:**
Staff suggest the following Motion: “I move to approve Resolution 08-18-20”
- III. FISCAL IMPACTS:**
Rent from the lease is dedicated to the School District.
- IV. BACKGROUND INFORMATION:**
 - 4/16/18** – The city was mailed a letter of interest (attached) from the University of Alaska to continue leasing space in the Cordova High School. Their current lease has a term of five years and expires on July 1, 2018.
 - 5/9/18** – The Cordova School Board passed Resolution No. 2018: 002 (attached) recommending renewal of the lease.
 - 6/6/18** – At the City Council Regular Meeting this action occurred. From the unapproved minutes:
 - 12. Council action on disposal and method of disposal for 1,203 s.f. on CHS campus M/Allison S/Meyer to dispose of approximately 1,203 s.f. of instructional space in the Cordova Junior/Senior High School campus as outlined in Cordova Municipal Code 5.22.060 B 1. By negotiating an agreement with the University of Alaska to lease or purchase the property.*

Allison said he supports this, it's been beneficial to town and the school district to have the college and it's worked out in this location for several years now. Guard wanted to ensure that we were discussing lease not sale. That is true, should read lease in the motion.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Schaefer). Motion was approved.

V. LEGAL ISSUES:

The lease has been reviewed and agreed upon by both parties.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: N/A

VII. SUMMARY AND ALTERNATIVES:

The council could choose to not to pass the resolution.

**CITY OF CORDOVA, ALASKA
RESOLUTION 08-18-20**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE CITY MANAGER TO ENTER INTO A FIVE-YEAR LEASE OF
PROPERTY LEGALLY DESCRIBED AS A PORTION OF USS 2637 APPROXIMATELY 1,203
SQUARE FEET OF INSTRUCTIONAL SPACE ON THE CORDOVA JR/SR HIGH SCHOOL
CAMPUS WITH THE UNIVERSITY OF ALASKA, ON BEHALF OF THE UNIVERSITY OF
ALASKA, PRINCE WILLIAM SOUND COLLEGE'S CORDOVA CAMPUS**

WHEREAS, the lease term with the University of Alaska will commence upon execution of the lease and the term of the lease will be for five years; and

WHEREAS, the new lease with University of Alaska is generally described as a portion of the Cordova High School to include approximately 1,203 square feet of instructional space on the Cordova Jr/Sr High School Campus. Said premises (hereinafter referred to as "Leased Premises") include the reasonable use by Lessee of common areas of the Cordova High School, which consist of but are not limited to stairways, hallways, restrooms, and on-site parking; and

WHEREAS, the monthly rate will be one thousand seven hundred and thirty dollars and eighty cents (\$1,730.80); and

WHEREAS, the City Administration proposes entering into the lease with terms of the lease attached; and

WHEREAS, the lease between the City of Cordova and the University of Alaska is attached as Attachment A.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska hereby authorizes and directs the City Manager to renew the lease on the property to the University of Alaska in accordance with the terms in the Lease. The form and content of the Lease now before this meeting is in all respects authorized, approved and confirmed by this resolution, and the City Manager hereby is authorized, empowered and directed to execute and deliver the Lease reflecting the terms in the Lease on behalf of the City, in substantially the form and content now before this meeting but with such changes, modifications, additions and deletions therein as he shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of said documents now before this meeting, and from and after the execution and delivery of said documents, the City Manager hereby is authorized, empowered and directed to do all acts and things and to execute all documents as may be necessary to carry out and comply with the provisions of the Lease.

PASSED AND APPROVED THIS 15th DAY OF AUGUST 2018.

Clay R. Koplín, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk

CITY OF CORDOVA
Cordova, Alaska

LEASE

This **LEASE** (“Lease”) by and between the **CITY OF CORDOVA**, a municipal corporation organized and existing under the laws of the State of Alaska (the “City”), and the **UNIVERSITY OF ALASKA**, a corporation created and existing under the Constitution and laws of the State of Alaska (“Lessee”).

RECITALS

WHEREAS, the City owns that certain parcel of land containing the Cordova Jr/Sr High School Campus generally described as U.S. Survey No. 2637 located within Cordova Recording District, Cordova Alaska, and the lessee desires to lease approximately 1,203 square feet of instructional space on the Cordova Jr/Sr High School Campus (referred to hereinafter as the “Premises”); and

WHEREAS, the Premises include the reasonable use of common areas of the High School, which consist of but are not limited to stairways, hallways, restrooms, and on-site parking; and

WHEREAS, Lessee desires to lease the Premises from the City, and Lessor desires to lease the Premises to Lessee, on the terms and conditions set forth herein; and

WHEREAS, the Cordova City Council (“Council”) has approved the lease of the Premises from the City to Lessee in accordance with the Cordova City Charter §5-17 and Chapter 5.22 of the Cordova Municipal Code (hereinafter referred to as the “Code” or “CMC”).

NOW, THEREFORE, in consideration of the Premises and the mutual covenants of the parties hereto, it is agreed as follows:

1. LEASE OF PREMISES

Subject to the terms and conditions set forth herein, the City hereby leases to Lessee and Lessee hereby leases from the City, the Premises, as described above.

2. LEASE TERM

The Lease Term will be five (5) years, commencing on July 1, 2018, (the “Commencement Date”) and terminating at 11:59 p.m. on June 30, 2023 (the “Lease Term”), unless earlier terminated in accordance with the terms of this Lease.

3. RENT

A. Base Rent. The rent for each month of the Lease Term will be one thousand seven hundred thirty dollars and eighty cents (\$1,730.80) (“Base Rent”). Base Rent is due on the first

day of each calendar month during the Lease Term. Base Rent must be paid in lawful money of the United States without abatement, deduction or set-off for any reason whatsoever, at the address set forth in Section 20.E of this Lease, or at any other place the City directs in writing. Base Rent shall be paid promptly when due without notice or demand therefore. The parties intend the Base Rent to be absolutely net to the City.

B. Additional Charges. In addition to the Base Rent, Lessee acknowledges and agrees that Lessee is obligated to pay and shall pay, before delinquency and without reimbursement, including without limitation those costs, expenses and obligations identified in Section 7 and all other sums, costs, expenses and other payments that Lessee assumes or agrees to pay under the provisions of this Lease (the “Additional Charges”).

Without limiting in any way Lessee’s payment obligations, the City shall have the right, but not the obligation, at all times during the Lease term, to pay any charges levied or imposed upon the Premises that remain unpaid after the same have become due and payable, and the amount paid, plus the City’s reasonable expenses, shall be additional rent due from Lessee to the City, with interest thereon at the rate of ten percent (10%) per annum from the date of payment thereof by the City until repayment thereof by Lessee.

C. Late Penalty Provision. Rent not paid within ten (10) days of the due date shall be assessed a late charge of ten percent (10%) of the delinquent amount; such charge shall be considered liquidated damages and shall be due and payable as additional rent. In the event the late charge assessment above exceeds the maximum amount allowable by law, the amount assessed will be adjusted to the maximum amount allowable by law.

D. Adjustment of Base Rent. Beginning on the first anniversary of the Commencement Date, Base Rent shall be adjusted annually by the Consumer Price Index (CPI-U) for the Anchorage, Alaska metropolitan area, as computed and published by the United States Bureau of Labor Statistics. Annual Base Rent adjustments will be equal to the percentage change between the then-current CPI-U and the CPI-U published for the same month during the previous year. No adjustments to Base Rent shall cause a reduction in the Base Rent. The City is not required to give advance written notice of the increase for the adjustment to be effective.

4. USES AND CONDITION OF PREMISES

A. Authorized Uses. Use of the Premises shall be limited to classroom instruction, operated by Lessee, and the leased premises shall not, without prior written consent of the Lessor, be used for any other purposes. Lessor expressly reserves the right to terminate this lease in the event Lessee fails to operate said use for a period of eighteen consecutive months.

B. Inspections. The City and its authorized representatives and agents, including school district administration, shall have the right, but not the obligation, to enter the Premises immediately and without notice in the case of an emergency that threatens public health, welfare or safety. The City and its authorized representatives and agents shall have the right, but not the obligation, to enter the Premises at all reasonable times upon prior notice to Lessee, to inspect the use and condition of the Premises; to serve, post or keep posted any notices required or allowed

under the provisions of this Lease, including notices of non-responsibility for liens; and to do any act or thing necessary for the safety or preservation of the Premises. The City shall not be liable in any manner for any inconvenience, disturbance, loss of business, nuisance or other damage arising out of the City's entry onto the Premises, except for damage resulting directly from the acts of the City or its authorized representatives or agents. The City shall not be liable in any manner for any inconvenience, disturbance, loss of business, nuisance or other damage arising out of the City's entry on the Premises in response to an emergency regardless of the cause of any damage resulting from the City's emergency entry.

C. Compliance with Laws. Lessee shall maintain and repair the Premises in compliance with all applicable laws, regulations, ordinances, rules, orders, permits, licenses and other authorizations. Lessee shall not use or permit the use of the Premises for any purpose prohibited by law or which would cause a cancellation of any insurance policy covering the Premises. Lessee shall not leave the Premises unoccupied or vacant without the City's prior written consent. Lessee shall not cause or permit any Hazardous Material (as defined in Section 9.B of this Lease) to be brought upon, kept, or used in, on or about the Premises except for such Hazardous Material as is necessary to conduct Lessee's authorized uses of the Premises. Any such Hazardous Material brought upon, kept, or used in, on or about the Premises shall be used, kept, stored, and disposed of in a manner that complies with all environmental laws and regulations applicable to Hazardous Material. Lessee shall not cause or allow the release or discharge of any other materials or substances that are known to pose a hazard to the environment or human health.

D. Lessee's Acceptance of Premises. Lessee has inspected the Premises to its complete satisfaction and is familiar with its condition, and the City makes no representations or warranties with respect thereto, including but not limited to the condition of the Premises or its suitability or fitness for any use Lessee may make of the Premises. Lessee accepts the Premises AS IS, WHERE IS, WITH ALL FAULTS. No action or inaction by the Council, the City Manager, or any other officer, agent or employee of the City relating to or in furtherance of the lease of the Premises shall be deemed to constitute an express or implied representation or warranty that the Premises, or any part thereof, is suitable or usable or any specific purpose whatsoever. Any such action or inaction shall be deemed to be and constitute performance of a discretionary policy and planning function only, and shall be immune and give no right of action as provided in Alaska Statute §9.65.070, or any amendment thereto.

E. The payment of rent by Lessee is subject to appropriation of funds by the Legislature of the State of Alaska. This Agreement may be terminated upon thirty (30) days written notice to Lessor if, in Lessee's sole opinion, Lessee has not been appropriated sufficient funding to meet its obligations under this Agreement. The City may terminate this Lease for any or no reason upon thirty (30) days' written notice to Lessee.

5. REPRESENTATIONS AND WARRANTIES

Lessee represents and warrants to the City that Lessee is not delinquent in the payment of any obligation to the City, and Lessee has not previously breached or defaulted in the performance of a material contractual or legal obligation to the City, which breach or default has not been remedied or cured.

6. ASSIGNMENTS AND SUBLETTING; SUBORDINATION

Lessee shall not assign or otherwise transfer this Lease or any interest herein or sublet the Premises or any portion thereof, or permit the occupancy of any part of the Premises by any other person or entity, without the prior written consent of the City, which consent the City may withhold in its absolute discretion. The City shall not be required to subordinate this Lease or the City's interest in the Premises to the interest of any other person or entity.

7. OPERATIONS, MAINTENANCE, AND UTILITIES

Lessee shall, at Lessee's sole cost and expense, (1) not commit or allow any waste upon the Premises; (2) obtain any and all permits and approvals necessary for Lessee's use of the Premises; (3) be solely responsible for all utilities as agreed upon in Section 8 or otherwise agreed upon in lease (4) be solely responsible for all licenses, excise fees, and occupation taxes with respect to the business and activities conducted on the Premises.

8. LIENS

Lessee will suffer no lien or other encumbrance to attach to the Premises, including without limitation mechanic's or materialman's liens, sales tax liens under CMC §5.40.125, or property tax liens under CMC §5.36.260. If the City posts any notice of non-responsibility on the Premises, Lessee will ensure that the notice is maintained in a conspicuous place.

9. INDEMNIFICATION

A. Lessee agrees to indemnify, defend and hold Lessor harmless against any claims, loss, liability or expense, including reasonable attorneys' and consultant and expert fees, for injury or damages to person or property directly arising out of or connected with Lessee's use, occupancy, maintenance, or repair of the Premises or any portion thereof, in the performance of the covenants of this Lease or in connection with the actions or omissions of Lessee, its employees, agents, contractors, subcontractors, business invitees, or licensees on or about the Premises.

B. Lessors agrees to indemnify, defend and hold Lessee harmless against any claim, loss, liability or expense, including reasonable attorneys' fees for injury or damages to person or property occurring on the Premises during the term of this Lease and any extension thereof resulting from the negligent construction or the misconduct of Lessors, its agents, employees, contractors, subcontractors, business invitees or licensees.

C. The provision of this section shall survive the termination or expiration of this Lease.

D. Environmental Indemnification. The City makes no representation or warranty regarding the presence or absence of any Hazardous Material (as hereafter defined) on the Premises. Lessee releases the City and its authorized representatives, agents, officers, and employees from any and all actions, suits, claims, demands, penalties, fines, judgments, liabilities, settlements, damages, or other costs or expenses (including, without limitation, attorneys' fees, court costs, litigation expenses, and consultant and expert fees) arising during or after the Lease

Term, that result from the use, keeping, storage, or disposal of Hazardous Material in, on, or about the Premises by Lessee, or that arise out of or result from Lessee's occupancy or use of the Premises or the use or occupancy of the Premises by Lessee's employees, agents, servants, customers, contractors, subcontractors, sub-lessees, invitees (other than the City), or authorized representatives. This release includes, without limitation, any and all costs incurred due to any investigation of the Premises or any cleanup, removal, or restoration mandated by a federal, state, or local agency or political subdivision, or by law or regulation. Lessee agrees that it shall be fully liable for all costs and expenses related to the use, storage, and disposal of Hazardous Material generated, kept, or brought on the Premises by Lessee, its employees, agents, servants, customers, contractors, subcontractors, sub-lessees, invitees, or authorized representatives.

Lessee shall defend, indemnify, and hold the City and its authorized representatives, agents, officers, and employees harmless from and against any claims, demands, penalties, fines, judgments, liabilities, settlements, damages, costs, or expenses (including, without limitation, attorney's fees, court costs, litigation expenses, and consultant and expert fees) of whatever kind or nature, known or unknown, contingent or otherwise, arising in whole or in part from or in any way related to (i) the presence, disposal, release, or threatened release of any such Hazardous Material which is on or from the Premises, soil, water, ground water, vegetation, buildings, personal property, persons, animals, or otherwise; (ii) any personal injury or property damage arising out of or related to such Hazardous Material; (iii) any lawsuit brought or threatened, settlement reached, or government order relating to such Hazardous Material; and (iv) any violation of any laws applicable to such Hazardous Material; provided, however, that the acts giving rise to the claims, demands, penalties, fines, judgments, liabilities, settlements, damages, costs, or expenses arise in whole or in part from the use of, operations on, or activities on the Premises by Lessee or its employees, agents, servants, customers, contractors, subcontractors, sub-lessees, invitees, or authorized representatives.

As used in this Lease, "Hazardous Material" means any substance which is toxic, ignitable, reactive, or corrosive or which is regulated by any federal, state or local law or regulation, as now in force or as may be amended from time to time, relating to the protection of human health or the environment, as well as any judgments, orders, injunctions, awards, decrees, covenants, conditions, or other restrictions or standards relating to the same. "Hazardous Material" includes any and all material or substances that are defined as "hazardous waste," "extremely hazardous waste," or a "hazardous substance" under any such law or regulation.

10. INSURANCE

A. Lessee's Insurance. Lessee carries various lines of insurance coverage through major worldwide insurance programs with large deductibles. Losses that fall within the deductible levels, including those for which Lessee is contractually liable, are covered by the financial resources of Lessee and are administered under Lessee's self-insured claims program. It is agreed that Lessee's limits of self-insurance, in combination with Lessee's excess insurance exceeds Lessor's insurance requirements.

B. Lessor's Insurance. Lessor shall purchase, at its own expense, and maintain in force at all times during the Term of this Lease, policies of insurance sufficient to protect its interest. Lessor may satisfy this insurance obligation through self-insurance.

All insurance required under this Lease shall contain an endorsement requiring thirty (30) days' advance written notice to the City before cancellation or change in the coverage, scope, or amount of any policy. Before commencement of the Lease Term, Lessee shall provide the City with proof of the insurance required by this Section 10, except where noted above.

11. REMOVAL OF PROPERTY

Upon expiration or earlier termination of this Lease, at the option of the City, Lessee shall remove from the Premises, at Lessee's sole expense, all property Lessee has placed or caused to be placed on the Premises. Lessee shall repair any damage to the Premises caused by such removal and return the Premises as near as possible to its original condition as existed on the Commencement Date. All property which is not promptly removed by Lessee pursuant to the City's request and in any event within thirty (30) days of the date of expiration or termination of this Lease may be removed, sold, destroyed or otherwise disposed of in any manner deemed appropriate by the City, all at Lessee's sole expense, and Lessee hereby agrees to pay the City for such expenses. Notwithstanding any provision to the contrary in this Lease, all petroleum, fuel, or chemical storage tanks installed in or on the Premises during the term of this Lease shall remain the property of the Lessee and, upon expiration or earlier termination of the Lease and upon request of the City, Lessee shall remove any and all such tanks and any and all contaminated soil and other materials from the Premises, all at Lessee's sole expense.

12. DEFAULT AND REMEDIES

A. Default. The occurrence of any of the following shall constitute a default and a breach of this Lease by the Lessee:

- i. The failure to make payment when due of any installment of rent, Additional Charges or of any other sum herein specified to be paid by the Lessee;
- ii. An assignment for the benefit of Lessee's creditors or the filing of a voluntary or involuntary petition by or against Lessee under any law for the purpose of adjudicating Lessee a bankrupt, or for extending the time for payment, adjustment, or satisfaction of Lessee's liabilities, or for reorganization, dissolution, or arrangement on account of or to prevent bankruptcy or insolvency, unless the assignment or proceeding, and all consequent orders, adjudications, custodies, and supervision are dismissed, vacated or otherwise permanently stated or terminated within thirty (30) days after the assignment, filing or other initial event;
- iii. The appointment of a receiver or a debtor-in-possession to take possession of the Premises (or any portion thereof) or of Lessee's interest in the leasehold estate (or any portion thereof) or of Lessee's operations on the Premises (or any portion thereof) by reason of Lessee's insolvency;

- iv. The abandonment or vacation of the Premises or any portion thereof;
- v. Execution, levy or attachment on Lessee's interest in this Lease or the Premises, or any portion thereof;
- vi. The breach or violation of any statutes, laws, regulations, rules or ordinances of any kind applicable to Lessee's use or occupancy of the Premises; or
- vii. The failure to observe or perform any covenant, promise, agreement, obligation or condition set forth in this Lease, other than the payment of rent, if such failure shall not be cured within ten (10) days after written notice has been given to Lessee. Notices given under this subsection shall specify the alleged breach and the applicable Lease provision and demand that the Lessee perform according to the terms of the Lease. No such notice shall be deemed a forfeiture or termination of this Lease unless the City expressly makes such election in the notice.

B. Remedies. If the Lessee breaches any provision of this Lease, in addition to all other rights and remedies the City has at law or in equity, the City may do one or more of the following:

- i. Distrain for rent due any of Lessee's personal property which comes into the City's possession. This remedy shall include the right of the City to dispose of Lessee's personal property in a commercially reasonable manner. Lessee agrees that compliance with the procedures set forth in the Alaska Uniform Commercial Code with respect to the sale of property shall be a commercially reasonable disposal.
- ii. Re-enter the Premises, take possession thereof, and remove all property from the Premises. The property may be removed and stored at Lessee's expense, all without service of notice or resort to legal process, which Lessee waives, and without the City becoming liable for any damage that may result unless the loss or damage is caused by the City's negligence in the removal or storage of the property. No re-entry by the City shall be deemed an acceptance of surrender of this Lease. No provision of this Lease shall be construed as an assumption by the City of a duty to re-enter and re-let the Premises upon Lessee's default. If Lessee does not immediately surrender possession of the Premises after termination by the City and upon demand by the City, the City may forthwith enter into and upon and repossess the Premises and expel Lessee without being deemed guilty in any manner of trespass and without prejudice to any remedies which might otherwise be used for arrears of rent or breach of covenant;
- iii. Declare this Lease terminated;
- iv. Recover, whether this Lease is terminated or not, reasonable attorney's fees and all other expenses incurred by the City by reason of the default or breach by Lessee;
- v. Recover an amount to be due immediately upon breach equal to the sum of all rent, Additional Charges and other payments for which Lessee is obligated under the Lease;
- vi. Recover the costs of performing any duty of Lessee in this Lease;

vii. Collect any and all rents due or to become due from subtenants or other occupants of the Premises.

13. SUBSIDENCE

The City shall not be responsible for any washout, subsidence, avulsion, settling or reliction to the Premises, nor for any injury caused thereby to the property of the Lessee or any sub-lessee, or that of any other person. The City is not obligated to replace, refill, or improve any part of the Premises during Lessee's occupancy in the event of such washout, subsidence, avulsion, settling, or reliction.

14. VACATION BY LESSEE

Upon the expiration or sooner termination of this Lease, Lessee shall peaceably vacate the Premises and the Premises shall be returned to the City by Lessee together with any alterations, additions or improvements made after the Commencement Date, unless the City requests that they be removed from the Premises. Upon such vacation, Lessee shall remove from the Premises any items of personal property brought on to the Premises. Any such property not removed from the Premises within thirty (30) days of the expiration or termination of this Lease shall become the property of the City at no cost or charge to the City, and may be removed, sold, destroyed or otherwise disposed of in any manner deemed appropriate by the City, all at Lessee's sole expense, and Lessee hereby agrees to pay the City for such expenses.

15. RESERVATION OF RIGHTS

The City reserves the right to designate and grant rights-of-way and utility easements across the Premises without compensation to Lessee or any other party, including the right of ingress and egress to and from the Premises for the construction, operation and maintenance of utilities and access, provided that Lessee shall be compensated for the taking or destruction of any improvements on the Premises. Lessee shall be responsible for requesting a rental adjustment to reflect any reduction in the value of the Premises.

16. SIGNS

No signs or other advertising symbols, canopies, or awnings shall be attached to or painted on or within the Premises without approval of the City Manager first being obtained; provided, however, that this prohibition shall not apply to standard, directional, informational and identification signs of two square feet or less in size. At the termination of this Lease, or sooner, all such signs, advertising matter, symbols, canopies or awnings, attached or painted by Lessee shall be removed from the Premises by Lessee at its own expense, and Lessee shall repair any damage or injury to the Premises, and correct any unsightly conditions caused by the maintenance or removal of said signs.

17. HOLDING OVER

If Lessee with the City's written consent remains in possession of the Premises after the expiration or termination of the Lease term for any cause, or after the date in any notice given by the City to Lessee terminating this Lease, such holding over shall be deemed a tenancy from month to month at the same rental amount applicable immediately prior to such expiration or termination, subject to adjustment in accordance with CMC § 5.22 or such successor provision of the code then in effect, and shall be terminable on 30 days' written notice given at any time by either party. All other provisions of this Lease except those pertaining to term and rent shall apply to the month-to-month tenancy. If Lessee holds over without the City's express written consent, Lessee is deemed to be a tenant at sufferance and may be removed through a forcible entry and detainer proceeding without service on Lessee of a notice to quit.

18. EMINENT DOMAIN

If the whole or any part of the Premises shall be taken for any public or quasi-public use, under any statute or by right of eminent domain or private purchase in lieu thereof by a public body vested with the power of eminent domain, then the following provisions shall be operative.

A. Total Taking. If the Premises are totally taken by condemnation, this Lease shall terminate.

B. Partial Taking. If the Premises are partially taken by condemnation, then this Lease shall continue and the rent as specified in Section 3 above shall be abated in a proportion equal to the ratio that the portion of the Premises taken bears to the total Premises leased hereunder.

C. Award. Upon condemnation, the parties shall share in the award to the extent that their interests, respectively, are depreciated, damaged, or destroyed by the condemnation.

19. COSTS

Lessee shall be liable to and shall pay the City for the fees and costs incurred by the City in connection with the negotiation, drafting, preparation, operation, and enforcement of this Lease, including, without limitation, attorneys' fees and costs incurred by the City. All outstanding fees and costs shall be paid in full no later than the time of the City's execution of this Lease.

20. MISCELLANEOUS

A. Time Is of the Essence. Time is of the essence of this Lease and of each provision hereof.

B. Entire Agreement. This Lease represents the entire agreement between the parties with respect to the subject matter hereof, and may not be amended except in writing executed by the City and Lessee.

C. Governing Law and Venue. This Lease shall be subject to the provisions of the Code now or hereafter in effect. This Lease shall be governed by and construed in accordance with

Alaska law and any action arising under this Lease shall be brought in a court of competent jurisdiction in Cordova, Alaska.

D. Relationship of Parties. Nothing in this Lease shall be deemed or construed to create the relationship of principal and agent, or of partnership, or of joint venture, or of any association between Lessee and the City. Neither the method of computation of rent, nor any other provisions contained in this Lease, nor any acts of the parties shall be deemed to create any relationship between the City and Lessee other than the relationship of lessee and lessor.

E. Notice. All notices hereunder may be hand-delivered or mailed. If mailed, they shall be sent by certified or registered mail to the following respective addresses:

TO CITY:

**City of Cordova
Attn: City Manager
P.O. Box 1210
Cordova, Alaska 99574**

TO LESSEE:

**University of Alaska
Prince William Sound Community College
303 Lowe Street
Valdez, Alaska 99686**

or to such other respective addresses as either party hereto may hereafter from time to time designate in advance in writing to the other party. Notices sent by mail shall be deemed to have been given when properly mailed, and the postmark affixed by the U.S. Post Office shall be conclusive evidence of the date of mailing. If hand-delivered, notice shall be deemed to have been made at the time of delivery.

F. Captions. Captions herein are for convenience and reference and shall not be used in construing the provisions of this Lease.

G. No Waiver of Breach. No failure by the City to insist upon the strict performance of any term, covenant or condition of this Lease, or to exercise any right or remedy upon a breach thereof, shall constitute a waiver of any such breach or of such term, covenant or condition. No waiver of any breach shall affect or alter this Lease, but each and every term, covenant and condition of this Lease shall continue in full force and effect with respect to any other existing or subsequent breach.

H. Survival. No expiration or termination of this Lease shall expire or terminate any liability or obligation to perform which arose prior to the termination or expiration.

I. Partial Invalidity. If any provision of this Lease is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

J. Successors and Assigns. The terms, covenants and conditions in this Lease shall inure to the benefit of and shall be binding upon the successors and permitted assigns of the City and Lessee.

K. Estoppel Certificates. Either party shall at any time and from time to time, upon not less than 10 days' prior written request by the other party, execute, acknowledge, and deliver to such party a statement certifying that this Lease is unamended and in full force and effect (or, if there has been any amendment, that the same is in full force and effect as amended and stating the amendments); that there are no defaults existing (or, if there is any claimed default, stating the nature and extent thereof); and stating the dates to which the rent and other charges have been paid in advance.

L. Recordation of Lease. The parties agree that this Lease shall not be recorded, but upon the request of either party, the other party will join the requesting party in executing a memorandum of lease in a form suitable for recording, and each party agrees that such memorandum shall be prepared and recorded at the requesting party's expense.

M. Authority. Lessee represents that it has all necessary power and is duly authorized to enter into this Lease and carry out the obligations of Lessee. Lessee further represents that Lessee has the necessary power to authorize and direct the officer of Lessee whose name and signature appear at the end of this Lease to execute the Lease on Lessee's behalf.

N. Exhibits. Exhibit A to this Lease is hereby specifically incorporated into this Lease.

O. No Third Party Beneficiaries. Nothing in this Lease shall be interpreted or construed to create any rights or benefits to any parties not signatories or successors or permitted assigns of signatories to this Lease.

P. Interpretation. The language in all parts of this Lease shall in all cases be simply construed according to its fair meaning and not for or against the City or Lessee as both City and Lessee have had the assistance of attorneys in drafting and reviewing this Lease.

Q. Counterparts. This Lease may be executed in counterparts, each of which when so executed and delivered shall be deemed to be an original and all of which taken together shall constitute one and the same instrument.

R. Other Provisions.

i. Lessee shall provide all telephone and internet infrastructure to the Leased Premises, independent of such infrastructure provided by the City of Cordova, Cordova School District.

ii. Lessee shall be responsible for any and all fees, costs, charges and/or expenses arising from or related to the telephone and internet infrastructure that it provides to the Leased Premises.

iii. Lessor shall provide janitorial service and supplies.

iv. Lessor shall pay all other utility costs (consisting of heat, electricity, snow removal, sewer and water).

v. Lessee is responsible for damage to the Leased Premises and to the City's property caused by Lessee's use or occupancy of the Leased Premises by Lessee or its employees, agents, students, or invitees. In the event of any damage to or destruction of the Leased Premises, Lessee shall promptly give written notice to the City generally describing the nature and extent of such damage or destruction. In the event of damage or destruction caused by Lessee's use or occupancy, Lessee shall, at its own expense, restore, repair, replace, rebuild, or alter the same as nearly as possible to its value and character immediately prior to such damage or destruction, such restoration to be begun promptly and to be prosecuted diligently.

vi. The school building hours are 7:00 a.m. to 10:00 p.m. Subject to the next two provisions below, the University shall have access to and use of the Leased Premises from 7:00 a.m. to 10:00 p.m.

vii. Any and all adult classes (including GED classes) shall conclude no later than 10:00 p.m. on the Premises.

viii. For security reasons, Lessee's visitors must remain under the direct supervision of Lessee while on the Premises.

ix. Lessee and other persons occupying and/or using the Leased Premises by virtue of this Agreement shall comply with Lessor's School Board policies, a copy of which has been provided to Lessee, and with all applicable local, state and federal law.

x. Lessee may erect in or affix to the school building such exterior and interior signs as it deems necessary to inform the public of the nature and locations of Lessee's business, subject, however, to the prior approval by the City as to size, character, aesthetics and contemplated location of any such signs. If so approved, any signs shall be placed with the understanding and agreement that Lessee will remove same at the termination of the tenancy and repair any damage or injury to the Leased Premises caused thereby. If not so removed by Lessee, then the City shall have the same removed at Lessee's expense.

xi. School District Administration may use/allocate the Premises, with advance notification to the Lessee, on weekends or after normal business hours for the purpose of meeting school district programming needs.

IN WITNESS WHEREOF, the parties have caused this Lease to be executed on the dates set opposite their respective signatures on the following page.

CITY:

CITY OF CORDOVA

By: _____

Its: Alan Lanning, City Manager

Date: _____

Attest: _____
Susan Bourgeois, City Clerk

LESSEE:

UNIVERSITY OF ALASKA

By: _____

Its: _____

Date: _____

DRAFT



UNIVERSITY *of* ALASKA ANCHORAGE

Procurement Services Department

April 16, 2018

To: City of Cordova

Through: Susan Harding, Coordinator, PWSC Cordova Extension

From: Mary Beth Overturf, UAA Director – Procurement Services 

RE: Lease Extension between PWSC and City of Cordova

On behalf of the Prince William Sound College (PWSC), this memo is to indicate the college's intent to renew the lease with the City of Cordova for approximately 1203 sq ft in the Cordova High School. The original lease was for the period July 1, 2013 through July 1, 2018. PWSC is requesting an extension of five (5) years, with the lease then expiring on July 1, 2023.

In addition, the College is requesting that additional language be added to the lease extension to read as follows:

“The payment of rent by Lessee is subject to appropriation of funds by the federal government and Legislature of the State of Alaska. This Agreement may be terminated upon thirty (30) days written notice to Lessor if, in the Lessee's sole opinion, Lessee has not been appropriated sufficient funding to meet its obligations under this agreement.”

Thank you.

P.O. Box 1330
675 Second Street
Cordova, AK 99574



(T) 907-424-3265
(F) 907-424-3271
www.cordovasd.org

RESOLUTION NO. 2018: 002

**A RESOLUTION OF THE CORDOVA SCHOOL DISTRICT BOARD OF EDUCATION
RECOMMENDING THE RENEWAL OF THE LEASE AGREEMENT FOR SPACE
LOCATED ON THE CORDOVA JR/SR HIGH SCHOOL CAMPUS TO PRINCE WILLIAM
SOUND COLLEGE BY THE CITY OF CORDOVA**

WHEREAS, the Cordova School District Board of Education is a recognized governance body for the education of children residing in the community of Cordova; and

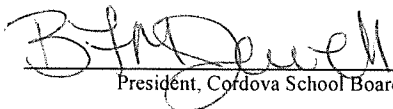
WHEREAS, the Cordova School Board recognizes the importance and benefits of community partnerships to enhance learning for our students; and

WHEREAS, the Cordova School Board supports efforts to increase course offerings and academic opportunities for students to be successful in an ever-changing world;

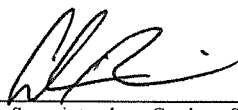
NOW THEREFORE BE IT RESOLVED, that the Cordova School District Board of Education recommends to the City of Cordova the renewal of the lease agreement of approximately 1,203 square feet of instructional space on the Cordova Jr/Sr High School Campus to Prince William College at a rate not to exceed \$1,666.66 per month for a period starting July 1, 2018 and ending June 30, 2023.

CERTIFICATION

PASSED and APPROVED by a constituted quorum of the Cordova School Board of Education on this 9th day of May 2018.



President, Cordova School Board



Superintendent, Cordova School District



AGENDA ITEM # 27
City Council Meeting Date: 8/1/18
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff
DATE: 7/24/18
ITEM: Nichols Performance Deed of Trust Extension
NEXT STEP: Vote on Motion

INFORMATION
 MOTION
 RESOLUTION
 ORDINANCE

I. REQUEST OR ISSUE:

Dan Nichols is requesting that his Performance Deed of Trust contract be extended.

II. RECOMMENDED ACTION / NEXT STEP:

Vote on motion to extend Performance Deed of Trust.

“I move to extend Dan Nichols's Performance Deed of Trust substantial completion date to September 1, 2018.”

III. FISCAL IMPACTS:

When the building is completed, the assessed value of the property will increase. If the motion fails, the foreclosure process would be initiated by the city which at a minimum would recover the liquidated damages of \$30,000.

IV. BACKGROUND INFORMATION:

1. On August 27th, 2013, the Performance Deed of Trust was signed.

3. At the February 15th, 2017 City Council meeting, an extension was granted for substantial completion of the building on September 1, 2017.
4. On February 17th, 2017, a certified letter was mailed to Mr. Nichols, which included the extension and the terms granted by council:
 - a. Site plan review completed by May 1, 2017
 - b. A Fire and Life Safety application has been filed May 1, 2017
 - c. Substantial completion by September 1, 2017
5. At the March 28th, 2017 Regular Planning Commission meeting, the commission recommended to City Council to approve the site plan review for Dan Nichols.
6. At the April 5th, 2017 Regular City Council meeting, a resolution was passed by City Council approving the site plan review.
7. Fire and Life Safety application was filed prior to May 1st, 2017.
8. On August 8th, 2017, a certified letter was sent to Dan Nichols asking that he request an extension of the substantial completion date which would expire September 1st, 2017.
9. On September 6th, 2017, a letter was received from Dan Nichols asking for an extension. In his letter he states that the foundation plan has been approved by Fire Marshal, building materials are in town, contract for erecting building secured, bank monies secured, and he is negotiating a contract for construction of the foundation.
10. On September 20th, 2017, the City Council extended the Performance Deed of Trust substantial completion date to July 1st, 2018.
11. On July 9th, 2018, a certified letter was sent notifying Mr. Nichols that he had missed his July 1st substantial completion date. The letter requested an update on the current progress and his timeline for completion.
12. On July 9th, 2018, an email from the State Fire Marshal stated that only a foundation permit had been issued. They were waiting for additional building information prior to issuing an approved building review.
13. On July 13th, 2018, an update was received from Mr. Nichols. See attached letter.

V. LEGAL ISSUES:

Foreclosure would require legal support.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VII. SUMMARY AND ALTERNATIVES:

1. Pass motion with date provided or a different date for substantial completion
2. Start foreclosure process

Daniel A Nichols
P.O. Box 235
Cordova, AK 99574
July 13, 2018

City Planner/Cordova City Council
City of Cordova
P.O. Box 120
Cordova, AK 99574

RE: Performance Deed of Trust (2013-000330-0) for Lot 2, Block 3 Cordova
Industrial Park

Sorry for once again not meeting my due date. The lack of so few sunny days which kept Eagle Contracting from pouring the concrete slab led to the delay. Without a time that the slab/foundation would be completed, Wolverine Construction, the building erector, moved on to another project. I have been told that they are checking the ferry sailing and twice now have said, "in two weeks". I believe it will take six weeks from the start to finish on the building.

Wolverine agreed to handle all permitting through the Fire Marshal's office and have asked me for several documents to help with this process.

Again, I'm sincerely sorry for the delay in completion of this project.

Sincerely,

A handwritten signature in blue ink that reads "Dan Nichols". The signature is written in a cursive, flowing style.

Dan Nichols



AGENDA ITEM 28
City Council Meeting Date: 8/1/18
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff
DATE: 7/11/18
ITEM: Disposal of a portion of ATS 220 (93,335 sq. feet)
NEXT STEP: Direction to City Manager on Disposal and Disposal Method

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE:

Direction to City Manager on Disposal and Disposal Method

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggest the following motion:

“I move to dispose of a portion of ATS 220 (93,335 sq. feet) as outlined in Cordova Municipal Code 5.22.060 B by *”

* Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with Cordova Electric Cooperative (CEC) to lease or purchase the property.
2. Inviting sealed bids to lease or purchase the property.
3. Offering the property for lease or purchase at public auction.
4. Requesting sealed proposals to lease or purchase the property.

III. FISCAL IMPACTS:

Revenue from the sale of property

IV. BACKGROUND INFORMATION:

6/11/18 – A letter of interest was received from CEC. See attached.

This lot is currently shown as ‘Leased’ on the Land Disposal Maps. The existing lease expires on August 1, 2018. The following is the definition of the designation “Leased” from the 2018 Land Disposal Maps:

Leased – These are lots 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. At the end of the lease term the property becomes available for disposal.

7/10/18 - At the Planning Commission Regular Meeting, the commission recommended the City Council negotiate an agreement with CEC for the property. The following is a summary of the action:

M/Bird S/Baenen to recommend to City Council to dispose of a 93,335 square foot portion of ATS 220 as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with CEC to lease or purchase the property.

Bird said that CEC was a local cooperative that the community depended on. They have been good lessees of the property. *Baenen* said that CEC removed the rock and put the plant on the property, so it doesn’t make sense why they would continue to lease the property. *Stavig* said that the assessed value of the land was around \$500,000. He explained that the assessed value of leases are calculated using possessory interest. When a lease is just beginning, the lease’s assessed value is closer to the full value since they have more interest in the property, versus when a lease is closer to expiring. *Kuntz* said that the value seemed high. *Stavig* said the assessor determines the assessed value. *McGann* said he supported the resolution and that the commission doesn’t deal with the negotiation or the price of the property.

Upon voice vote, motion passed 6-0.

Yea: *McGann, Pegau, Baenen, Roemhildt, Bird, Bolin*

V. LEGAL ISSUES:

None currently

VI. SUMMARY AND ALTERNATIVES:

The council could choose to not dispose of the property.

Attachment A – Location Map





**CORDOVA
ELECTRIC
COOPERATIVE, INC**

P.O. Box 20, 705 Second Street, Cordova, Alaska 99574-0020 * (907) 424-5555 * Fax (907) 424-5527

June 11, 2018

Leif Stavig, Assistant Planner
City of Cordova
PO Box 1210
Cordova, AK 99574-1210

Re: Proposed purchase of existing lease parcel with City of Cordova

Leif, per your letter of April 9, 2018, CEC desires to purchase the 93,335 foot parcel where the Orca Power Plant is located. The preferred method is by direct negotiation. The parcel was leased as a solid rock wall, and CEC has since made millions of dollars of improvements to the site that are likely to last for decades and are not subject to sale to a third party. CEC feels that the long-term storage of hydrocarbons on the site and the highly improved nature make it attractive for both CEC and the City of Cordova to consider a directly negotiated purchase rather than lease option.

The name of the interested purchasing party is Cordova Electric Cooperative, Inc., with a mailing address of PO Box 20, Cordova, Alaska, 99574-0020, and the desired purpose for the proposed purchase of the property is the continuation of diesel fuel storage and diesel – electric power generation to meet the electrical needs of the community of Cordova.

If you have any questions, please contact me at your convenience at (907) 424-5555 or ckoplin@cordovaelectric.com.

Respectfully,

Clay Koplín, CEO
Cordova Electric Cooperative



AGENDA ITEM 29
City Council Meeting Date: 08/01/18
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager
DATE: July 10, 2018
ITEM: Denali Commission grant – participation with NVE
NEXT STEP: Council motion to approve request

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE

The City of Cordova in conjunction with CCMC has been discussing health care in Cordova for some time. Several months ago, the Native Village of Eyak Traditional Council and the Cordova City Council engaged in a joint session, discussing health care and agreed to have further discussion. The City of Cordova and CCMC have been invited to participate with NVE:

“We talked a while ago about the Denali Commission grant that NVE was awarded. This grant would fund a facilitator to organize meetings between NVE and City on delivering health care in Cordova.

We are envisioning NVE/City agreeing on a facilitator which then would meet with each party individually to identify roadblocks, culminating in joint meetings to work through those roadblocks and define a plan for health care.

There is a matching component to the grant of \$5,000.00 per organization. NVE will match \$5,000.00 and is requesting the City Council to allocate matching funds in the amount of \$5,000.00 as well to fulfil the match requirements. Once these are met NVE will put an RFP out for a facilitator.”

II. RECOMMENDED ACTION / NEXT STEP:

Council action to address the request:

“Move to approve participation with NVE and facilitated meetings with matching funding of \$5,000”.

III. FISCAL IMPACTS:

The fiscal impact will be \$5,000, per the recommended proposal. No additional funding is required as this will be found within already approved funding.

IV. BACKGROUND INFORMATION:

The Native Village of Eyak Traditional Council and the Cordova City Council have discussed health care in Cordova previously. In addition, the CCMC CEO has had ongoing conversations with Kerin Kramer regarding the ability of the two organizations to participate and support health care in Cordova. NVE is requesting the City participate in facilitated discussions to identify areas of concern and determine if common interests exist, allowing the providers to move forward. Does the Council wish to participate in facilitated discussions and does the Council wish to provide \$5,000 in matching funds as match for the Denali Commission grant?

V. LEGAL ISSUES:

None we are aware of.

VII. SUMMARY AND ALTERNATIVES:

Approve the funding.
Deny the funding.
Suggest other alternatives.



AGENDA ITEM 30
City Council Meeting Date: 8/1/2018
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 7/27/2018
ITEM: Council concurrence of Mayor's appointment to P&R Commission
NEXT STEP: Approval of Motion to concur

ORDINANCE RESOLUTION
 MOTION INFORMATION

- I. **REQUEST OR ISSUE:** The P&R Commission has 1 vacant seat that will expire November 2018. For efficiency, staff is suggesting this appointment to go through November 2021, instead of having to redo this in a few short months.
- II. **RECOMMENDED ACTION / NEXT STEP:** City Council should concur with the appointment suggested by Mayor Koplín. Letter of interest is attached here.
- III. **FISCAL IMPACTS:** none
- IV. **BACKGROUND INFORMATION:** The City Clerk has advertised this vacancy continuously since the seat became vacant in May 2018.
- V. **LEGAL ISSUES:** none
- VII. **SUMMARY AND ALTERNATIVES:** Suggested motion is to move to concur with Mayor Koplín's appointment of Ryan Schuetze to the Parks and Recreation Commission for a term through November 2021.

Susan Bourgeois

From: Ryan Schuetze <ryan@gomeansgo.org>
Sent: Thursday, July 26, 2018 5:27 PM
To: Susan Bourgeois
Subject: Letter of interest for Park & Recreation board

To whom it may concern,

I would like to express my interest in sitting on Cordova's Parks & Recreation board. I believe that an active community with spaces to recreate helps improve the quality of life of those that live in Cordova, as well as the many people that visit throughout the year.

I am currently on the Chamber of Commerce board, and though summertime is busy as a commercial fisherman, I do volunteer and attend meetings when in town.

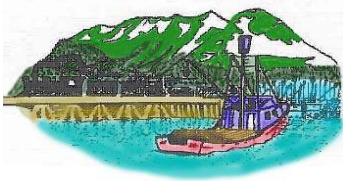
Recreation is a passion of mine, especially hiking and cycling and I would appreciate the opportunity in working to improve and expand options in Cordova.

I do realize that the seat expires in November of this year, but hope to sit on for the next term as well.

Thank you for your consideration,

Ryan Schuetze
200 B 1st St
Box 2422

Sent from my iPhone.



City Council of the City of Cordova, Alaska
Pending Agenda August 1, 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) Secure rural schools funding retro & current year - how to budget
- 6) Harbor expansion Town Hall type meeting - public input
- 7) 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:

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

10/17/2018	1/16/2019	4/17/2019	7/17/2019
------------	-----------	-----------	-----------

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 Koplín 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 - August 1, 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 4-Gus Linville 5-Tommy Sheridan 6-Bob Smith
 12-16-43
 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 June 2018 2 year term until May 2020
 re-appointed March 2016
 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-filled a vacancy

3) Southeast Conference AMHS Reform Project Steering Committee
 Mike Anderson appointed April 2016 until completion of project
 Sylvia Lange alternate

AUGUST 2018

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
			6:00 Council work session 6:45 Council public hearing 7:00 Council reg mtg CCAB			
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			
	CHS swimming starts Aug 6	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	22	23	24	25
		 Decide Alaska's Future. VOTE ✓ State Primary Election Day 2018			Alaska State Fair Aug 23 - Sep 3	
		6:00 P&R CCM	6:00 CEC Board Meeting	6:00 CCMCAB HCR		
26	27	28	29	30	31	1
	Alaska State Fair Aug 23 - Sep 3				Alaska State Fair Aug 23 - Sep 3	
2	3	Notes				








Legend: CCA-Cordova Center
CCAB-Cordova Center Community Rm A
CCB-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

SEPTEMBER 2018

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
					Alaska State Fair Aug 23 - Sep 3	
2	3  Labor Day-City Hall Offices Closed	4 	5 CHS VBall starts Sept 5 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	6 NFL opening day 	7	8
9  NFL opening Sunday	10	11 6:30 P&Z CCAB	12 5:30 CTC Board Meeting CJHS BBall starts Sept 12 7:00 Sch Bd HSL 7:00 Harbor Cms CCB	13	14	15
16	17	18	19 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	20	21 	22 CHS fast ferry volleyball touney 9/21-9/22
23	24	25 6:00 P&R CCM	26  CHS wrestling starts Sept 27 6:00 CEC Board Meeting	27 6:00 CCMCAB HCR	28	29  State Meet @ Bartlett
30	1	Notes				

Legend:
 CCAB-Com Rms A&B
 HSL-High School Library
 NST-North Star Theater

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

OCTOBER 2018

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4	5	6
			6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB			
7	8	9	10	11	12	13
			5:30 CTC Board Meeting			
		6:30 P&Z CCAB	7:00 Sch Bd HSL 7:00 Harbor Cms CCM			
14	15	16	17	18	19	20
			6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	AK Day-City Hall Offices Closed		
21	22	23	24	25	26	27
----- absentee voting @ City Hall Oct 22 - Nov 5 M-F 8a-5p -----						
			6:00 CEC Board Meeting	6:00 CCMCAB HCR		
28	29	30	31	1	2	3
----- absentee voting @ City Hall Oct 22 - Nov 5 M-F 8a-5p -----						
		6:00 P&R CCM				
4	5	Notes				

Legend:

CCA-Community Rm A	LN-Library Fireplace Nook
CCAB-Community Rms A&B	CRG-Copper River Gallery
HSL-High School Library	HCR-CCMC Conference Room
CCM-Mayor's Conf Rm	
CCER-Education Room	

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

Mayor and City Council - Elected

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

Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	Barb Jewell, President bjewell@cordovasd.org	March 1, 2016 March 5, 2013	March-19
3 years	Bret Bradford bbradford@cordovasd.org	March 6, 2018 March 3, 2015	March-21
3 years	Tammy Altermott taltermott@cordovasd.org	March 1, 2016 March 5, 2013	March-19
3 years	Peter Hoepfner phoepfner@cordovasd.org	March 6, 2018 March 3, 2015 March 6, 2012 March 3, 2009 March 7, 2006	March-21
3 years	Sheryl Glasen sglasen@cordovasd.org <i>Vacant (appointed, non-voting)</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	Greg Meyer	elected by board to fill a vacancy due to resignation	July 19, 2018	March-19
3 years	April Horton		March 7, 2017	March-19
3 years	Linnea Ronnegard		March 6, 2018	March-21
3 years	Gary Graham	elected by board to fill a vacancy due to resignation	May 31, 2018	March-21

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-13 November-10 November-06	November-19
3 years	Wendy Ranney		November-15 April-13	November-18
3 years	Sherman Powell		June-18	November-19
3 years	Sarah Trumblee		February-18	November-20
3 years	Krysta Williams		February-18	November-20

Planning and Zoning Commission - Appointed

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