

Mayor
Clay Koplin
Council Members
Tom Bailer
Kenneth Jones
Jeff Guard
Melina Meyer
Anne Schaefer
David Allison
David Glasen
City Manager
Helen Howarth
City Clerk
Susan Bourgeois
Deputy Clerk
Tina Hammer
Student Council
William Deaton

Regular City Council Meeting **November 20, 2019 @ 7:00 pm** **Cordova Center Comm Rooms** **Agenda**

Boat Show Seattle Nov. 21-23



pacific marine
e x p o



The Native Village of
EYAK

Sobriety
Cordova
Nov. 15-16

AML
Anchorage
Nov. 18-22



A. Call to order

B. Invocation and pledge of allegiance

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

C. Roll call

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

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

E. Disclosures of Conflicts of Interest and Ex Parte Communications

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

F. Communications by and Petitions from Visitors

1. Guest Speakers - none
2. Audience comments regarding agenda items..... **(3 minutes per speaker)**
3. Chairpersons and Representatives of Boards and Commissions **(CCMCA BoD, School Board Rep)**
 - a. Planning Commission Resolution 19-08 Capital Improvement List..... **(page 1)**
4. Student Council Representative Report

G. Approval of Consent Calendar..... (no motion required)(roll call vote)

5. Resolution 11-19-50..... **(page 2)**
A resolution of the City Council of the City of Cordova, Alaska in support of full funding (\$12,145,312) for the State of Alaska Municipal Harbor Facility Grant Program in the FY 2021 State Capital Budget
6. Resolution 11-19-51..... **(page 5)**
A resolution of the City Council of the City of Cordova, Alaska, re-authorizing the Cordova Fisheries Development Committee that had been created by Resolution 12-16-43 on December 23, 2016 and increasing the committee membership
7. Council Concurrence of Mayor's Appointments to Cordova Fisheries..... **(page 7)**
Development Committee
8. Council action to waive right to protest renewal of liquor license 3410 (package..... **(page 10)**
store) for The Northwest Company, dba AC #235
9. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council Member **Schaefer** from the Nov 6, 2019 Regular Meeting

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

10. Minutes of the 11-6-19 Council Regular Meeting **(page 16)**

I. Consideration of Bids - none

J. Reports of Officers

11. Mayor's Report
 - a. Request from Petersen to co-sponsor an AML Resolution **(page 19)**
12. Manager's Report

13. City Clerk's Report

K. Correspondence

14. 11-06-19 Letter from S. Harding, PWSC re City 2020 budget request..... (page 21)
15. 11-13-19 Letter from CRWP re In-Kind request for landfill..... (page 22)
15a. 12-11-19 Whitshed Rd & Pedestrian Improvements Proj public meeting notice..... (page 24)

L. Ordinances and Resolutions

16. Ordinance 1178..... (voice vote)(page 25)
An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code section 5.40.012 to add marijuana, marijuana concentrates, marijuana products, cigarettes, tobacco products and alcoholic beverages to the list of sales subject to a six percent surtax and amending 5.40.020 to add definitions of each – 1st reading
17. Ordinance 1179..... (voice vote)(page 29)
An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code section 5.40.010 to impose seasonal sales tax rates of five percent in winter and eight percent in summer of each year – 1st reading
18. Ordinance 1180..... (voice vote)(page 30)
An ordinance of the City Council of the City of Cordova, Alaska, amending Chapter 5.40.010 to adopt a one percent increase to the general sales tax imposed by the City of Cordova – 1st reading

M. Unfinished Business - none

N. New & Miscellaneous Business

19. Council Concurrence of Mayor's Appointments to fill vacancies on..... (voice vote)(page 31)
City Boards and Commissions
20. Council action to make a Portion of Copper River & Northwestern Co..... (voice vote)(page 45)
Terminal Ground B available on City Land Disposal Maps
21. Council action on Disposal and Method of Disposal for a Portion of..... (voice vote)(page 51)
Copper River & Northwestern Company Terminal Ground B
22. Council action on Disposal and Method of Disposal for Old..... (voice vote)(page 56)
Sea Grant Building
23. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 62)

O. Audience Participation

P. Council Comments

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

R. Adjournment

Executive Sessions per Cordova Municipal Code 3.14.030

- **subjects which may be considered are:** (1) matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) matters which by law, municipal charter or code are required to be confidential; (4) matters involving consideration of governmental records that by law are not subject to public disclosure.
- **subjects may not be considered in the executive session except those mentioned in the motion calling for the executive session, unless they are auxiliary to the main question**
- **action may not be taken in an executive session except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations**

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

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 19-08**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA, ALASKA,
RECOMMENDING A CAPITAL IMPROVEMENT LIST TO THE CITY COUNCIL OF THE CITY OF
CORDOVA, ALASKA**

WHEREAS, the City of Cordova's Planning Commission is directed by Cordova Municipal Code 3.40.080(E) to *Submit annually to the City Council, not less than ninety days prior to the beginning of the budget year, a list of recommended capital improvements which in the opinion of the commission are necessary or desirable to be constructed during the forthcoming three-year period. Such list shall be arranged in order of preference, with recommendations as to which projects shall be constructed in which year;* and

WHEREAS, the City of Cordova's Planning Commission has identified and prioritized a Capital Improvement List that will benefit the citizens of Cordova; and

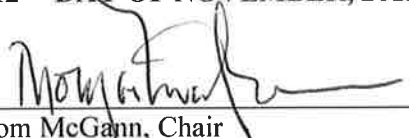
WHEREAS, the City of Cordova's Planning Commission has identified the following Capital Improvement List as being critical to the future wellbeing and economy of Cordova and the surrounding area:

1. Contract to Develop and Implement Addressing E-911 Compliant Database - \$75,000 in E-911 Fund
2. To create a Shovel Ready Project that provides for public safety, additional parking and ADA accessible sidewalks to be used in grant/loan applications. Design parking and walkway on north side of Harbor - \$122,013
 - Shovel-ready design
 - Walkway to meet ADA standards
 - To extend in harbor 25 feet
 - Includes contract services from engineer
 - Based on the cost from South Fill report with engineering at 15% of project cost
3. Code Updates to Title 17 and 18 with funding for attorney time - \$10,000 - \$25,000
4. To create Shovel Ready Projects that provide for public safety and ADA accessible sidewalks which to be used in grant/loan applications. Design streets and sidewalks on Railroad Avenue from Nicholoff to Council and Council from Railroad to First Street - \$25,000-\$35,000
 - Shovel-ready design
 - Includes ADA sidewalks and drainage
 - Nicholoff to Water currently has drawings, but need update
 - Water to Council needs drawings

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommend a capital improvement list to the City Council of the City of Cordova, Alaska.

PASSED AND APPROVED THIS 12TH DAY OF NOVEMBER, 2019

ATTEST:


Tom McGann, Chair


Leif Stavig, City Planner

Susan Bourgeois

From: Tony Schinella
Sent: Friday, November 1, 2019 3:59 PM
To: Susan Bourgeois
Subject: Support of Harbor grant program
Attachments: Document1.docx

Hi Susan,

Could we get this on one the up coming council meeting? Is the resolution that we have passed for the last few years.
Thank you

Tony Schinella
Harbormaster
Cordova Port & Harbor
PO Box 1210, 114 Nicholoff Way
Cordova, Alaska 99574
Phone: 907-424-6400
Fax: 907-424-6446
Email: harbor@cityofcordova.net

**CITY OF CORDOVA, ALASKA
RESOLUTION 11-19-50**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA IN
SUPPORT OF FULL FUNDING (\$12,145,312) FOR THE STATE OF ALASKA MUNICIPAL
HARBOR FACILITY GRANT PROGRAM IN THE FY 2021 STATE CAPITAL BUDGET**

WHEREAS, the City Council of the City of Cordova, Alaska, recognizes the majority of the public boat harbors in Alaska were constructed by the State during the 1960s and 1970s; and

WHEREAS, these harbor facilities represent critical transportation links and are the transportation hubs for waterfront commerce and economic development in Alaskan coastal communities; and

WHEREAS, these harbor facilities are ports of refuge and areas for protection for ocean-going vessels and fishermen throughout the State of Alaska, especially in coastal Alaskan communities; and

WHEREAS, the State of Alaska over the past nearly 30 years has transferred ownership of most of these State-owned harbors, many of which were at or near the end of their service life at the time of transfer, to local municipalities; and

WHEREAS, the municipalities took over this important responsibility even though they knew that these same harbor facilities were in poor condition at the time of transfer due to the state's failure to keep up with deferred maintenance; and

WHEREAS, consequently, when local municipal harbor masters formulated their annual harbor facility budgets, they inherited a major financial burden that their local municipal governments could not afford; and

WHEREAS, in response to this financial burden, the Governor and the Alaska Legislature passed legislation in 2006, supported by the Alaska Association of Harbormasters and Port Administrators, to create the Municipal Harbor Facility Grant program, AS 29.60.800; and

WHEREAS, the City Council of the City of Cordova, Alaska, is pleased with the Department of Transportation and Public Facilities administrative process to review, score and rank applicants to the Municipal Harbor Facility Grant Program, since state funds may be limited; and

WHEREAS, for each harbor facility grant application, these municipalities have committed to invest 100% of the design and permitting costs and 50% of the construction cost; and

WHEREAS, the municipalities of the City of Cordova, City and Borough of Sitka, City of Ketchikan, City of Homer, City of Edna Bay, City of Kake, City and Borough of Juneau, and the Municipality of Anchorage have offered to contribute \$12,145,312 in local match funding for FY2021 towards seven harbor projects of significant importance locally as required in the Harbor Facility Grant Program; and

WHEREAS, completion of these harbor facility projects is all dependent on the 50% match from the State of Alaska's Municipal Harbor Facility Grant Program; and

WHEREAS, during the last ten years the Municipal Harbor Facility Grant Program has only been fully funded twice; and

WHEREAS, during the last ten years the backlog of projects necessary to repair and replace these former State-owned harbors has increased to over \$100,000,000.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Cordova, Alaska, urges full funding in the amount of \$12,145,312 by the Governor and the Alaska Legislature for the State of Alaska's Municipal Harbor Facility Grant Program in the FY 2021 State Capital Budget in order to ensure enhanced safety and economic prosperity among Alaskan coastal communities.

PASSED AND APPROVED THIS 20th DAY OF NOVEMBER 2019

Clay R. Koplin, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk



Agenda Item # 6
City Council Meeting Date: 11/20/2019
City Council Communication Form

FROM: Susan Bourgeois, CMC, City Clerk
DATE: 11/14/2019
ITEM: Resolution 11-19-51
ACTION: Re-authorization of the Cordova Fisheries Development Committee

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

- I. **REQUEST OR ISSUE:** Mayor Koplin wants to expand the membership of the Cordova Fisheries Development Committee.
- II. **RECOMMENDED ACTION:** Council approval of consent calendar will approve the resolution.
- III. **FISCAL IMPACTS:** none
- IV. **BACKGROUND INFORMATION:** Mayor Koplin has seen excellent progress in the work of this committee and there are a few community members who have been attending and contributing to the meetings who have expressed interest in membership.
- V. **LEGAL ISSUES:** re-authorization via resolution is the best way to change the number of members on the committee
- VI. **SUMMARY AND ALTERNATIVES:** Council could choose not to approve the resolution or could suggest alternatives.

**CITY OF CORDOVA, ALASKA
RESOLUTION 11-19-51**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
RE-AUTHORIZING THE CORDOVA FISHERIES DEVELOPMENT COMMITTEE
THAT HAD BEEN CREATED BY RESOLUTION 12-16-43 ON DECEMBER 23, 2016
AND INCREASING THE COMMITTEE MEMBERSHIP**

WHEREAS, the City Council of the City of Cordova, Alaska recognizes the valuable work being done by the Cordova Fisheries Development Committee; and

WHEREAS, the purpose of the Cordova Fisheries Development Committee is to develop fisheries and mariculture, etc. and advise Council on related issues in the Prince William Sound area; and

WHEREAS, the Cordova Fisheries Development Committee collaborates on developing such fisheries with the State of Alaska Department of Fish and Game, the local Cordova processors and the Cordova fishing fleet; and

WHEREAS, the initial authorization of this committee called for six members appointed by the Mayor and confirmed by Council, but at this time, other frequent and engaged meeting participants are interested in committee membership; and

WHEREAS, the Cordova Fisheries Development Committee is now reauthorized to have a membership of up to eleven members that are appointed by the Mayor and confirmed by Council; and

WHEREAS, the Cordova Fisheries Development Committee shall remain in force until such time Council deems the Committee is no longer needed.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska, hereby re-authorizes the Cordova Fisheries Development Committee and increases its membership from 6 members to up to eleven members.

PASSED AND APPROVED THIS 20th DAY OF NOVEMBER 2019.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM 7
City Council Meeting Date: 11/20/2019
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, CMC, City Clerk
DATE: 11/14/2019
ITEM: Council concurrence of Mayor's appointments to Cordova Fisheries Development Committee
NEXT STEP: Approval of Motion, consent calendar

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: The City Council will vote on Resolution 11-19-51 on November 20, 2019 which re-authorizes the Cordova Fisheries Development Committee expanding membership. Mayor Koplin has suggested this action and he has also suggested appointment of Ron Blake and John Whissel (letters attached).

II. RECOMMENDED ACTION / NEXT STEP: Approval of the consent calendar would act as concurrence of Mayor Koplin's appointments.

III. BACKGROUND INFORMATION: see resolution 11-19-51

IV. SUMMARY AND ALTERNATIVES: Council could pull from the consent calendar if any member had concerns with these appointments

From: Ronald Blake <hunterror93@hotmail.com>

Sent: Thursday, October 31, 2019 6:43 PM

To: Clay Koplin <mayor@cityofcordova.net>

Subject: Re: Interest in Cordova Fisheries Development Committee

Hey Clay,

I would like to join the Cordova Fisheries Development Committee. As a long time fisherman out of Cordova. Fishing in the sound and around the state. I believe that I have a unique perspective and insight to share with the group. Having Participated in Ground, shellfish, dive, herring, and Salmon fisheries I think I could be helpful in not only bringing current fishing data in, but also help in spotting trends in current fisheries around the state. I believe that we he Committee also brings a lot to the table in our fisheries resource development. We as fisherman of Cordova are the frontlines of our fisheries and I would like to be further involved in them.

Sincerely,

Ronald C Blake

F/V ACE

Native Village of Eyak
110 Nicholoff Way
P.O. Box 1388
Cordova, Alaska 99574-1388
P (907) 424-7738 * F (907) 424-7739
www.eyak-nsn.gov



10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

Mayor Clay Koplin
PO Box 1210
Cordova, AK 99574-1210

Dear Mayor Koplin,

The Native Village of Eyak appreciates the invitation to participate in the Cordova Fisheries Development Committee. We would be honored to participate.

I designate John Whissel to fill NVE's seat on the CFDC. John represents the tribe on fisheries and wildlife issues to the state and federal government. John has a history of opening and establishing a variety of harvests and is involved with the management of our local fisheries, and research conducted on these fisheries. John is supported by a department of staff with expertise in fisheries, wildlife, engineering, geology, and environmental remediation and will draw upon these resources to facilitate the work of the CFDC.

Thank you,

Bert Adams
Executive Director
Native Village of Eyak



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

November 6, 2019

City of Cordova

Via Email: cityclerk@cityofcordova.net

Re: Notice of 2020/2021 Liquor License Renewal Application

License Type:	Package Store	License Number:	3410
Licensee:	The North West Company (International), Inc.		
Doing Business As:	Alaska Commercial Company #235		

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

A handwritten signature in cursive script that reads "Erika McConnell".

Erika McConnell, Director
amco.localgovernmentonly@alaska.gov



Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Package Store License

Form AB-17b: 2020/2021 Renewal License Application

What is this form?

This renewal license application form is required for all individuals or entities seeking to apply for renewal of an existing package store liquor license that is due to renew by December 31, 2019. All fields of this form must be complete and correct, or the application will be returned to you in the manner in which it was received, per AS 04.11.270 and 3 AAC 304.105. The Community Council field only should be verified/completed by licensees whose establishments are located within the Municipality of Anchorage or outside of city limits within the Matanuska-Susitna Borough.

This form must be completed and submitted to AMCO's main office before any license renewal application will be reviewed. Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees that an application will be considered complete, or that a license will be renewed.

Section 1 – Establishment and Contact Information

Enter information for the business seeking to have its license renewed. If any populated information is incorrect, please contact AMCO.

Licensee:	The North West Company (International), Inc.	License #:	3410
License Type:	Package Store		
Doing Business As:	Alaska Commercial Company #235		
Premises Address:	106 Nicholoff Way		
Local Governing Body:	City of Cordova		
Community Council:	None		

Mailing Address:	77 MAIN STREET	ATTENTION:	LEGAL DEPARTMENT		
City:	WINNIPEG	State:	MANITOBA	ZIP:	R3C-1A3

Enter information for the individual who will be designated as the primary point of contact regarding this application. This individual must be a licensee who is required to be listed in and authorized to sign this application.

Contact Licensee:	WALTER PICKETT AMANDA SUTTON	Contact Phone:	204-934-1756 907-273-4642
Contact Email:	wpickett@northwest.ca asutton@northwest.ca		

Optional: If you wish for AMCO staff to communicate with an individual who is not a licensee named on this form (eg: legal counsel) about this application and other matters pertaining to the license, please provide that person's contact information in the fields below.

Name of Contact:	ANNA ISON	Contact Phone:	204-934-1321
Contact Email:	license@northwest.ca / aison@northwest.ca		



NOV 21 2019

**Form AB-17b: 2020/2021 Package Store Renewal License Application****Section 2 – Entity or Community Ownership Information**

Licensees who directly hold a license as an individual or individuals should skip to Section 3. General partnerships and local governments should skip to the second half of this page. All licensees that are **corporations** or **LLCs** must complete this section. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). The CBPL Entity # below is **neither** your EIN/tax ID number, **nor** your business license number. **You may view your entity's status or find your CBPL entity number by visiting the following site:** <https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #:	120143
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right:

Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL.



This subsection must be completed by any **community** or **entity**, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a **corporation**, the following information must be completed for each **shareholder who owns 10% or more** of the stock in the corporation, and for each **president, vice-president, secretary, and managing officer**.
- If the applicant is a **limited liability organization**, the following information must be completed for each **member with an ownership interest of 10% or more**, and for each **manager**.
- If the applicant is a **partnership**, including a limited partnership, the following information must be completed for each **partner with an interest of 10% or more**, and for each **general partner**.

Important Note: The information provided in the below fields (including spelling of names, specific titles, and percentages held) must match that which is listed with CBPL. If one individual holds multiple titles mentioned in the bullets above, all titles must be listed for that individual on this application and with CBPL. Failure to list all required titles constitutes an incomplete application. **You must list ALL of your qualifying officials, additional copies of this page or a separate sheet of paper may be submitted if necessary.**

Name of Official:	NWC (U.S.) HOLDINGS INC.				
Title(s):	SHAREHOLDER	Phone:		% Owned:	100
Mailing Address:	3830 OLD INTERNATIONAL AIRPORT ROAD, SUITE 200				
City:	ANCHORAGE	State:	ALASKA	ZIP:	99502-0901

Name of Official:	DANIEL G. MCCONNELL				
Title(s):	PRESIDENT / DIRECTOR	Phone:	561-226-1345	% Owned:	0
Mailing Address:	830 NE 70TH STREET				
City:	BOCA RATON	State:	FLORIDA	ZIP:	33487-2342

Name of Official:	MATTHEW D. JOHNSON				
Title(s):	VICE PRESIDENT / DIR.	Phone:	561-226-1356	% Owned:	0
Mailing Address:	427-333 EAST PALMETTO PARK ROAD				
City:	BOCA RATON	State:	FLORIDA	ZIP:	33432-5171

**Form AB-17b: 2020/2021 Package Store Renewal License Application****Section 2 – Entity or Community Ownership Information**

Licensees who directly hold a license as an individual or individuals should skip to Section 3. General partnerships and local governments should skip to the second half of this page. All licensees that are corporations or LLCs must complete this section. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations, Business & Professional Licensing (CBPL). The CBPL Entity # below is **neither** your EIN/tax ID number, **nor** your business license number. **You may view your entity's status or find your CBPL entity number by visiting the following site: <https://www.commerce.alaska.gov/cbp/main/search/entities>**

Alaska CBPL Entity #:	120143
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You must ensure that you are able to certify the following statement before signing your initials in the box to the right: Initials

I certify that this entity is in good standing with CBPL and that all current entity officials and stakeholders (listed below) are also currently and accurately listed with CBPL.

ASJ

This subsection must be completed by any community or entity, including a corporation, limited liability company, partnership, or limited partnership, that is applying for renewal. If more space is needed, please attach additional completed copies of this page.

- If the applicant is a corporation, the following information must be completed for each *shareholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, the following information must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

Important Note: The information provided in the below fields (including spelling of names, specific titles, and percentages held) must match that which is listed with CBPL. If one individual holds multiple titles mentioned in the bullets above, all titles must be listed for that individual on this application and with CBPL. Failure to list all required titles constitutes an incomplete application. **You must list ALL of your qualifying officials, additional copies of this page or a separate sheet of paper may be submitted if necessary.**

Name of Official:	AMANDA E. SUTTON				
Title(s):	SECRETARY	Phone:	204-934-1356	% Owned:	
Mailing Address:	404-835 STERLING LYON PARKWAY				
City:	WINNIPEG	State:	MANITOBA	ZIP:	R3P-2V5

Name of Official:	JOHN D. KING				
Title(s):	TREASURER	Phone:	204-934-1397	% Owned:	
Mailing Address:	11 YAGER COVE				
City:	WINNIPEG	State:	MANITOBA	ZIP:	R3R-3S8

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	

**Form AB-17b: 2020/2021 Package Store Renewal License Application****Section 3 – Sole Proprietor Ownership Information**

Entities, such as corporations or LLCs, should skip this section. This section must be completed by any licensee who directly holds the license as an **individual or multiple individuals** and is applying for license renewal. If more space is needed, please attach a separate sheet that includes all of the required information.

The following information must be completed for each licensee and each affiliate.

This individual is an: ☐ applicant ☐ affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an: ☐ applicant ☐ affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

Section 4 – Alcohol Server Education

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of a patron have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, as set forth in AS 04.21.025 and 3 AAC 304.465.

AS

Section 5 – License Operation

Check a **single box** for each calendar year that best describes how this liquor license was operated:

2018 2019

The license was regularly operated continuously throughout each year.

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
-------------------------------------	-------------------------------------

The license was regularly operated during a specific season each year.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

The license was only operated to meet the minimum requirement of 240 total hours each calendar year.

<input type="checkbox"/>	<input type="checkbox"/>
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If this box is checked, a complete copy of Form AB-30: Proof of Minimum Operation Checklist, and all necessary documentation must be provided with this application.

The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both of the calendar years.

<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------

If this box is checked, a complete copy of Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated for at least the minimum requirement, unless a complete copy of the form (including fees) has already been submitted for that year.



Alaska Alcoholic Beverage Control Board

Form AB-17b: 2020/2021 Package Store Renewal License Application

Section 6 – Written Orders

Written orders in calendar years 2020 and 2021:

Yes No

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2020 and/or 2021?

☐ Yes ☒ No

Section 7 – Violations and Convictions

Applicant violations and convictions in calendar years 2018 and 2019:

Yes No

Have any notices of violation (NOVs) been issued for this license in the calendar years 2018 or 2019?

☐ Yes ☒ No

Has any person or entity named in this application been convicted of a violation of Title 04, of 3 AAC 304, or a local ordinance adopted under AS 04.21.010 in the calendar years 2018 or 2019?

☐ Yes ☒ No

If "Yes" to either of the previous two questions, attach a separate page to this application listing all NOVs and/or convictions.

Section 8 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.

☒ AS

I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name or the ownership (including officers, managers, general partners, or stakeholders) from what is currently approved and on file with the Alcoholic Beverage Control (ABC) Board.

☒ AS

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

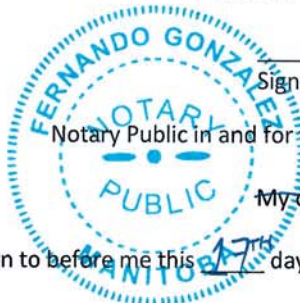
☒ AS

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Alcoholic Beverage Control Board or AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned to me as incomplete.

Signature of licensee

Signature of Notary Public

AMANDA E. SUTTON
Vice President, Legal and Corporate Secretary



Notary Public in and for the State of PROVINCE OF MANITOBA

My commission expires: _____

Subscribed and sworn to before me this 17th day of OCTOBER, 20 19.

Seasonal License? ☐ Yes ☒ No

If "Yes", write your six-month operating period: _____

License Fee:	\$ 1500.00	Application Fee:	\$ 300.00	TOTAL:	\$ 1800.00
Miscellaneous Fees:					
GRAND TOTAL (if different than TOTAL):					

**Regular City Council Meeting
November 6, 2019 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order

Vice Mayor Melina Meyer called the Council Regular Meeting to order at 7:03 pm on November 6, 2019, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

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

C. Roll call

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

D. Approval of Regular Agenda

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

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

E. Disclosures of Conflicts of Interest and ex parte communications - none

F. Communications by and Petitions from Visitors

1. Guest speakers - none

2. Audience comments regarding agenda items

3. Chairpersons and Representatives of Boards and Commissions

CCMCA Board - Chairman **Greg Meyer** reported: 1) he thanked the 60+ CCMC employees for doing a great job under somewhat stressful circumstances; 2) thanked Council for the support concerning PERS - they are now just about caught up, CCMC sent \$508K and then the City sent another \$964K and they might need about another \$100K, PERS will let us know when they've calculated the rest of the interest; 3) they have about \$900K in the bank which is about 30 days cash on hand, he had hoped they'd get through the year ok, it looks like they will, they picked up a couple of swing beds which has helped the cash flow; 4) **Randall** has been renegotiating some contracts and changing vendors to cut costs; 5) the health needs assessment is out to stakeholders; 6) NVE has done an assessment of the building, facility assessment - will be complete in about 2 months - they have said they will share that with us - and they are about \$50K into a financial analysis of the hospital - those reports will also be shared; 7) thanked Council for the budgeted amount in 2020, he continues to ask CEO if they can cut, personnel are so hard to cut - he said they tried previously and got themselves into a bind because office staff were missing and needed.

Melina Meyer had a question about the \$964K used for the PERS debt - Council had approved \$1.3M. **Greg Meyer** said they will probably need about \$100K more once PERS gives the final interest tally to CCMC.

4. Student Council Representative Report - **William Deaton** reported that they have officially launched the anti-vaping campaign at the high school. So far Alaska is the only state that hasn't had a teenage hospitalization resulting from vaping.

G. Approval of Consent Calendar

5. Proclamation for Native Village of Eyak's 26th Annual Sobriety Celebration and Memorial Potlatch

6. Council action to waive right to protest renewal of liquor license 2587 (beverage dispensary-seasonal) for CR&NW Ltd., Becky Chapek, dba Moose Caboose

7. Council action to waive right to protest renewal of liquor license 5653 (restaurant/eating place) for Baja Taco, LLC, Andra Doll, dba Baja Taco

8. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of **Mayor Clay Koplin** from the Oct 16, 2019 Regular Meeting

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

H. Approval of Minutes

M/Bailer S/Guard to approve the minutes.

9. Minutes of the 10-16-19 Council Regular Meeting

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

I. Consideration of Bids - none

J. Reports of Officers

10. Mayor's Report – **Mayor Koplin** is in Juneau, met with **Forrest Bowers**, Deputy Commissioner of ADFG along with **Ron Blake** and **Makena O'Toole** and on the phone were 2 other CFDC members (**Bob Smith** and **Andy Craig**) and it was a productive meeting – he thinks it could evolve into a sea cucumber fishery in Cordova. Less productive was a meeting with Deputy Commissioner of the ADoT, **Mary Siroky** – news was worse than expected – no service until May 15 and Aurora is in yard now, possibility of getting the Hubbard built and, in the water, to start in PWS. He also asked for one week a month Tustumena service. There were follow up meetings and there is the ability for the legislature to use reserve funding that the Marine Highway has put away that can be used for O&M and every maintenance project that is occurring right now is going dramatically overbudget. He hopes to meet with the **Commissioner (Captain Falvey)** in the next couple of days in Anchorage and make it clear to him that this isn't acceptable to our community. Sounds like the union is about to ratify a contract which may be helpful as far as winter service.

11. Manager's Report - City Manager **Helen Howarth** had no report to give.

12. City Clerk's Report – **Bourgeois** reported on the new executive session language she has put on the agenda to make it easier to enter e.s. for good reason on any item already on the regular agenda. Also, she emailed council with instructions on how to obtain a City ID if they were interested in doing so. **Meyer** asked about the class action material that is in the packet. **Bourgeois** said the notice was sent to give City's the 'opt out' opportunity. City Attorney **Holly Wells** has advised to do nothing at this time – Cities who are opting out might have their own litigation going against prescription drug companies. City Manager **Howarth** concurred with the Attorney opinion.

a. Email from AML re Res' and position statement to be considered on November 22 at AML Annual Meeting

b. Class Action notice and FAQ's regarding in re: National Prescription Opiate Litigation

13. Lobbyist Report, 10-21-19 **John Bitney** memo regarding Oil Tax Initiative

K. Correspondence

14. 10-14-19 Email from D. Collins requesting a City letter commenting on the Whitshed Rd rockslide mitigation grant

15. 10-15-19 Notice from ADEC re public scoping on oil discharge prevention and contingency plan requirements

16. 10-15-19 Letter from Percy Frisby, Friends of the AMHS

17. 10-23-19 Mayor letter supporting ADOT Whitshed rockslide mitigation

18. 10-28-19 City-NVE Joint Request to MacKinnon re AMHS Service

19. 10-28-19 Mayor Koplin request for meeting with Governor

Council member **Bailer** thanked **Mayor Koplin** for getting the letter out to the State about Whitshed Road.

L. Ordinances and Resolutions

20. Resolution 11-19-46 A resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of \$18,000 for the EMPG-GY19 grant and the \$18,000 City match

M/Guard S/Meyer to approve Resolution 11-19-46 a resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of \$18k for the EMPG-GY19 grant and the \$18k City match **Guard** said he thinks this is bookkeeping we need to do to save our grant money. **Howarth** said she can speak to all of these budget amending resolutions and say just that, these are housekeeping resolutions being brought forward by Finance Director **Dean Baugh** – they are to move the funds into the appropriate line-items. None of these change any Council action as far as allocating resources or agreeing to spending the money. **Glaser** asked if there was any new money being spent and the response was, no, these are moving funds into different line-items. **Allison** said he will support this, but he doesn't agree with passing budget amendments just to make the budget look right. He asked for consistency also in these items as one of the memos mentions permanent fund when actually, this is all general fund money we are talking about. Vote on the motion: 6 yeas, 0 nays, 1 absent. Meyer-yes; Schaefer-absent; Glaser-yes; Jones-yes; Allison-yes; Guard-yes and Bailer-yes. Motion was approved.

21. Resolution 11-19-47 A resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of \$32,082 for the 2019 DPS grant for the purchase of a K-9 officer and various public safety equipment and a \$10,000 NVE grant for the K-9 officer

M/Bailer S/Guard to approve Resolution 11-19-47 a resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of \$32,082 for the 2019 DPS grant for the purchase of a K-9 officer and various public safety equipment and a \$10,000 NVE grant for the K-9 officer

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

22. Resolution 11-19-48 A resolution of the Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of \$32,723 for insurance reimbursement for the damage at Bob Korn Pool

M/Guard S/Bailer to approve Resolution 11-19-48 a resolution of the Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of \$32,723 for insurance reimburse for the damage at Bob Korn Pool

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

23. Resolution 11-19-49 A resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of \$9k for the City match to the EMPG-GY18 grant

M/Bailer S/Guard to approve Resolution 11-19-49 a resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of \$9k for the City match to the EMPG-GY18 grant

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

M. Unfinished Business - none

N. New & Miscellaneous Business

24. City Council role in negotiations and approval of the Collective Bargaining Agreement between the City and IBEW Local Union 1547 - discussion

Jones asked for this to be put on he would like to see a council role in approving the IBEW contract. He believes that it is a big part of our budget dilemma this year and as such an expensive drain on our resources, Council should be more involved. **Howarth** said she has been involved in collective bargaining agreements in the past as executive director with oversight by a board of directors and what she has seen work well is when the Council/Board sets parameters with the executive director, before the negotiations and then a fiscal note is made clear as to exactly how the contract hits the budget. She believes that conversations could be had between herself and council through the process, so she and the negotiating team are made well aware of limitations, in advance of negotiations. **Jones** said he completely agrees. Other Council members commented and there was a consensus that this should be addressed before the next negotiation.

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

Glasen said he's been hearing from citizens about the smells that came off of Ocean Beauty's fish oil plant this summer. Council concurred to allow staff to get in touch with the processor and address this directly with them. **Bailer** suggested there may be language when that was permitted about smell, etc. Planner might be able to assist. **Bourgeois** said she would add to pending agenda an ord change in the new year on Council role in collective bargaining negotiations/approval of contract. **Meyer** asked the Mayor if there was a First Alaskans update - had they responded to the Mayor's request yet. **Mayor Koplin** said not yet. **Bourgeois** asked **Mayor Koplin** if he would be at Sobriety to present the proclamation approved tonight and he said yes, he did plan to attend and read the proclamation. **Mayor Koplin** said **Representative Stutes** would also be in for Sobriety and intended to have a public meeting on November 14 as well. **Bourgeois** reminded everyone that next week Nov 13 - 6pm joint work session with School Board at HS, then back ere for Council budget work session (likely) - to be determined after the conclusion of tonight's budget work session after this regular meeting.

O. Audience Participation - none

P. Council Comments

Jones apologized for not being in person and thanked everyone for their attendance tonight.

Bailer said his phone keeps ringing on this issue - staff parking up in front, taking public spots, he doesn't know if it's a policy or an issue - he just asked the Manager to have that discussion maybe with her staff. **Bailer** also asked the Manager to shoot them emails on her comings and goings, he wanted to make the public aware that Council had an agreement with you that you would be coming and going a bit until after the first of the year.

Guard would like to revisit the **Beecher** case at some point.

Q. Executive Session - none

R. Adjournment

M/Bailer S/Guard to adjourn the meeting.

Hearing no objection Vice Mayor Meyer adjourned the meeting at 7:49 pm.

Approved: November 20, 2019

Attest: _____
Susan Bourgeois, CMC, City Clerk

From: Petersen, Pete <pete.petersen@anchorageak.gov>
Sent: Saturday, November 9, 2019 1:57 PM
To: Clay Koplin <mayor@cityofcordova.net>
Subject: Resolution for AML

Hi Clay,

We are hoping to introduce this resolution at the AML conference in Anchorage later this month. Take a look at it and see if you might be willing to be a co-sponsor.

Thanks,

Pete Petersen
Anchorage Assembly
VP AML

Requesting the Alaska State Legislature approve a coastal infrastructure general obligation bond for the 2020 election.

WHEREAS, there is a critical need for coastal infrastructure repair and maintenance in Alaska and the Report Card for Alaska's Infrastructure 2017 by the Alaska Section of the American Society of Civil Engineers, awarded a grade of "D" to Alaska's ports and harbors; and

WHEREAS, many ports, harbors, and docks need replacement or repair and have little financial ability to do so, including those in Anchorage, Ketchikan, Skagway, Juneau, Petersburg, Cordova, Seward, Homer, Nenana, and others; and

WHEREAS, coastal infrastructure throughout the state, from Utqiagvik, Dutch Harbor, Unalaska, Whittier, Nome, Mat Su Borough, Sitka, to Kodiak, and more play key roles in local economies; and

WHEREAS, many states in the Lower 48 take responsibility for maintaining coastal infrastructure, including the Maryland Port Administration which invested \$105.5 million in a new 50-foot berth for the Port of Baltimore, and the Florida State Transportation Trust Fund which allocates \$100 million annually to various seaport programs, among others; and

WHEREAS, a 2011 study on Alaska's ports and harbors recommended the State of Alaska create a Transportation Infrastructure Development Program to create a comprehensive baseline assessment of coastal infrastructure and state funding of such infrastructure; and

WHEREAS, the State of Alaska has supported infrastructure projects across the state through voter-approved general obligation bonds, with a total of 51 bond packages being approved since statehood totaling \$2.2 billion, including a 2010 bond package for education infrastructure; and

WHEREAS, the State Legislature must approve a general obligation bond package during the 2020 Legislative Session for a bond package to appear on the November 3, 2020 ballot; and

WHEREAS, Ports through the State of Alaska are in immediate need of maintenance and repair and cannot wait until the November 2022 election to undergo such repairs.

NOW, THEREFORE BE IT RESOLVED that the Alaska Municipal League supports funding critical coastal infrastructure throughout the state with general obligation bonds;

BE IT FURTHER RESOLVED, that the Alaska Municipal League requests the State Legislature approve a coastal infrastructure general obligation bond to be included on the November 3, 2020 ballot.



Prince William Sound College
PO Box 1248
Cordova, AK 99574
907-424-7598

November 6, 2019

Tom Bailer, Ken Jones, Jeff Guard, Melina Meyer, Anne Schaefer,
David Allison, and David Glasen
City of Cordova
PO Box 1210
601 1st St.
Cordova, AK 99574

Dear City Council,

This letter respectfully requests that the \$10,000 allocated for Prince William Sound College in the City of Cordova FY 2019 budget be considered for inclusion in the City of Cordova FY2020 budget.

If the funds are allocated, they will be used to hire an instructor for ABE, GED, and ELL students. We are hopeful that you will continue your support of PWSC especially in these financially difficult times for all of us. Thank you so much.

Sincerely,

Susan Harding
Campus Coordinator, Cordova



COPPER RIVER WATERSHED PROJECT

≈ Upriver and down, salmon are common ground ≈

November 13, 2019

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

Dear Mayor Koplin and Council Members,

We are writing to request an in-kind contribution from the City of Cordova by waiving some or all of the disposal fee at the City Landfill for accepting debris from demolished abandoned vessels.

We are applying for Marine Debris Removal funds from the National Oceanic and Atmospheric Administration (NOAA) to remove four abandoned vessels at Three Mile Bay, adjacent to the Prince William Marina. The application is due December 4.

These vessels have been contaminating near shore salmon waters for several years. They were improperly but deliberately grounded on private property, and we are working with property owner Laurie Honkola, City staff, and the Native Village of Eyak to address this marine debris pollution problem. We plan to also coordinate a volunteer clean up after the vessels have been removed to pick up debris that can be moved by hand.

We will be proposing to remove four vessels: the Old Crow, a 56' steel hull tender (owner deceased); the Cavale, a 64' steel tender, owner deceased; a 34' fiberglass sailboat (owner deceased); and a 19' fiberglass skiff (owner unknown).

Funds are being requested for boom containment of potential contaminants, moving the vessels to within reach of heavy equipment at the marina, demolishing the vessels, and hauling the construction and demolition debris to the City landfill. An in-kind contribution of debris disposal will assist us with illustrating community support and matching funds for this effort. Debris hauled to the landfill will be separated by material so that metal debris can be deposited in the scrap metal pile.

Thank you for your consideration of this important community partnership effort to clean up abandoned vessels, which are by definition no one's, and everyone's, problem.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Docken". The script is cursive and fluid.

Lisa Docken
Executive Director

A handwritten signature in black ink, appearing to read "Laurie Honkola". The script is cursive and fluid.

Laurie Honkola
Property Owner

State of Alaska Department of Transportation & Public Facilities

Public Meeting

**Whitshed Road and Pedestrian Improvements
Project No.: NFHWY00129**

**Wednesday, December 11, 2019 • 5:00 to 7:00 pm
The Cordova Center
601 First Street, Community Room A, Cordova, AK 99574**

The Alaska Department of Transportation and Public Facilities invites you to attend a Public Meeting to discuss proposed pedestrian improvements along Whitshed Road between the Copper River Highway and Orca Inlet Drive intersections. The purpose of this meeting is to update the public on proposed project improvements and probable impacts. Comment forms will be available for the public to provide input on the project.

For more information about the meeting or project or if you would like to submit comments outside the public meeting, please contact the Project Manager.

Russell Johnson, P.E., Project Manager
2301 Peger Road, Fairbanks, AK 99709-5316
Telephone (907) 451-5059, Fax (907) 451-5126
E-mail: russell.johnson@alaska.gov

If you have comments please submit them by December 27, 2019.

The environmental review, consultation, and other actions required by applicable Federal environmental laws for the project are being, or have been, carried out by the Alaska DOT&PF pursuant to 23 U.S.C. 327 and a Memorandum of Understanding dated November 3, 2017 and executed by the FHWA and DOT&PF.

DOT&PF operates Federal Programs without regard to race, color, national origin, sex, age, or disability. Full Title VI Nondiscrimination Policy: http://dot.alaska.gov/tvi_statement.shtml. To file a complaint go to: <http://dot.alaska.gov/cvlrts/titlevi.shtml>.

DOT&PF complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services, and/or special modifications to participate in this public meeting should contact the project manager listed above. Requests should be made at least 10 days before the accommodation is needed to make any necessary arrangements.

A quorum of the City Council and other City Boards & Commissions may be present, no decisions regarding City business will be made questions: call the City Clerk's office.



AGENDA ITEMS # 16, 17 & 18
City Council Meeting Date: 11/20/2019
CITY COUNCIL COMMUNICATION FORM

FROM: City Clerk, Susan Bourgeois
DATE: 11/14/2019
ITEM: Ordinances 1178, 1179 & 1180
NEXT STEP: Council voice vote on first reading

☒ ORDINANCES
☐ RESOLUTION

☐ MOTION
☐ INFORMATION

I. REQUEST OR ISSUE: At the November 13, 2019 Council budget Work Session, Council directed staff to bring these 3 ordinances to the November 20 meeting for Council action/discussion.

II. RECOMMENDED ACTION / NEXT STEP: Council motion to adopt Ordinances 1178, 1179 and 1180 on first reading – only voice vote required.

III. FISCAL IMPACTS: The fiscal impact can be seen in the attached spreadsheet showing the estimated revenue generation of these sales tax adjustments.

IV. BACKGROUND INFORMATION: After 2 budget work sessions on November 6 and November 13 with new City Manager Helen Howarth, it became evident that there was a \$900K shortfall in the FY 2020 budget. The attached spreadsheet also shows the impact each ordinance would have on diminishing the \$900K shortfall.

V. LEGAL ISSUES: Ordinances 1179 and 1180 seem to conflict but legally it is okay for Council to approve both at first reading to get more public and business owner input before deciding finally which is the better fit for the community.

VI. SUMMARY AND ALTERNATIVES: City Council has 3 ordinances for action tonight. If all three are approved at first reading, Council should clearly direct staff how to proceed regarding timing of second reading. Customarily, second reading would be at the next regular meeting (Dec 4). The ordinances if finally approved on Dec 4 would not become effective until after the new year (30 days after passage and publication). Council can still legally adopt a budget on Dec 19 using revenue from the approved ordinances. Alternatively, Council could request a Special Meeting for second reading previous to Dec 1 which would make the ordinance effective by Jan 1.

FY 2020 Budget

Shortfall

(\$900,000)

		Revenue Increase	Running Balance
1)	State Shared Raw Fish Tax (business fisheries tax)	\$190,000	(\$710,000)
	budget \$1,240,000 instead of \$1,050,000		
	\$1,240,000 is the updated 10-yr average		
2)	Alcohol, Tobacco, Marijuana surtax	\$244,000	(\$466,000)
	at 6% per <i>Ordinance 1178</i>		
3)	Sales Tax Adjustment Options:		
	Option A:		
	5%/8% seasonal per <i>Ordinance 1179</i>	\$525,000	\$59,000
	OR		OR
	Option B:		
	1% sales tax increase to 7% - per <i>Ordinance 1180</i>	\$520,000	\$54,000

**CITY OF CORDOVA, ALASKA
ORDINANCE 1178**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING CORDOVA MUNICIPAL CODE SECTION 5.40.012 TO ADD RETAIL
MARIJUANA, MARIJUANA CONCENTRATES, MARIJUANA PRODUCTS, CIGARETTES,
TOBACCO PRODUCTS, AND ALCOHOLIC BEVERAGES TO THE LIST OF SALES SUBJECT
TO A SIX PERCENT SURTAX AND AMENDING 5.40.020 TO ADD DEFINITIONS OF EACH**

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

WHEREAS, it is in the City’s best interest to generate revenue to support the many valuable entities that citizens have urged the City to support such as the Cordova Community Medical Center Authority, the Cordova Public School District, the Cordova Family Resource Center, the Cordova Chamber of Commerce, the Ski Hill, Prince William Sound College and others; and

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

WHEREAS, the implementation of a surtax on marijuana, marijuana products, cigarettes, tobacco products, and alcoholic beverages would provide the additional revenues to meet the needs of these supported entities and the needs of the City’s population and visitors.

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

Section 1. Cordova Municipal Code section 5.40.012 - Surtax levied on certain sales, services and rents, is amended to read as follows:

A. ~~Effective August 1, 1999, in~~ **In** addition to any and all other taxes and charges, there shall be levied a surtax ~~of six percent equal to one hundred percent of the tax levied under Section 5.40.010 on the following sales~~ **prices, charges for services, and rents collected:**

~~1B.~~ Public accommodation services; ~~and~~

~~2C.~~ Motor vehicle rentals, excluding watercraft;

3. Retail marijuana, marijuana concentrates, and marijuana products;

4. Retail cigarettes and tobacco products; and

5. Retail alcoholic beverages.

Section 2. Cordova Municipal Code section 5.40.020 – Definitions, is amended by adding the following:

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

J. “Marijuana” shall have the meaning given in Section 8.40.020.

K. “Marijuana concentrate” shall have the meaning given in Section 8.40.020.

L. “Marijuana products” shall have the meaning given in Section 8.40.020.

M. “Cigarette” means a roll for smoking of any size or shape, made wholly or partly of tobacco, whether the tobacco is flavored, adulterated, or mixed with another ingredient, if the wrapper or cover of the roll is made of paper or a material other than tobacco.

N. “Tobacco product” means

1. a cigar;

2. a cheroot;

3. a stogie;

4. a perique;

5. snuff and snuff flour;

6. smoking tobacco, including granulated, plug-cut, crimp-cut, ready-rubbed, and any form of tobacco suitable for smoking in a pipe or cigarette;

7. chewing tobacco, including cavendish, twist, plug, scrap, and tobacco suitable for chewing; or

8. an article or product made of tobacco or a tobacco substitute, but not including a cigarette as defined in Section 5.40.020.M.

O. “Alcoholic beverage” shall have the meaning given in Section 6.12.010.A.

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

1st reading: November 20, 2019

2nd reading and public hearing: _____

PASSED AND APPROVED THIS _____ DAY OF _____, 2019.

Clay Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

**CITY OF CORDOVA, ALASKA
ORDINANCE 1179**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING CORDOVA MUNICIPAL CODE SECTION 5.40.010 TO DECREASE SALES TAX
FROM 6% TO 5% FOR QUARTERS 1 AND 4 OF EACH YEAR AND TO INCREASE SALES TAX
FROM 6% TO 8% FOR QUARTERS 2 AND 3 OF EACH YEAR**

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

WHEREAS, it is in the City’s best interest to generate revenue to support the many valuable entities that citizens have urged the City to support such as the Cordova Community Medical Center Authority, the Cordova Public School District, the Cordova Family Resource Center, the Cordova Chamber of Commerce, the Ski Hill, Prince William Sound College and others; and

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

WHEREAS, the implementation of a split sales tax would provide the additional revenues to meet the needs of these supported entities and the needs of the City’s population and visitors.

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

Section 1. Cordova Municipal Code Section 5.40.010 is amended to read as follows:

5.40.010 – Levied.

There is levied on all sales equal to or more than twenty cents, services provided, and rents collected within the city, except sales, services, and rents that are exempt from taxation under this chapter, a ~~tax equal to six percent of the sale price~~ **a tax as set forth in this section. From April 1 through September 30, a tax is levied equal to eight percent of the sale price, charge for services, or rents collected. From January 1 through March 31, and from October 1 through December 31, a tax is levied equal to five percent of the sale price, charge for services, or rents collected.**

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

1st reading: November 20, 2019

2nd reading and public hearing: _____

PASSED AND APPROVED THIS _____ DAY OF _____, 2019.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

**CITY OF CORDOVA, ALASKA
ORDINANCE 1180**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING CHAPTER 5.40.010 TO ADOPT A ONE PERCENT INCREASE TO THE
GENERAL SALES TAX IMPOSED BY THE CITY OF CORDOVA**

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

WHEREAS, it is in the City’s best interest to generate revenue to support the many valuable entities that citizens have urged the City to support such as the Cordova Community Medical Center Authority, the Cordova Public School District, the Cordova Family Resource Center, the Cordova Chamber of Commerce, the Ski Hill, Prince William Sound College and others; and

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

WHEREAS, the implementation of an increased sales tax rate would provide additional revenues to meet the needs of these supported entities and the needs of the City’s population and visitors.

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

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

5.40.010 - Levied.

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

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

1st reading: November 20, 2019

2nd reading and public hearing: _____

PASSED AND APPROVED THIS _____ DAY OF _____, 2019.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]



AGENDA ITEM 19
City Council Meeting Date: 11/20/2019
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 11/9/2019
ITEM: Concurrence of Mayor's appointments to City Boards & Commissions
NEXT STEP: Approval of Motion to concur

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: The Library Board has 2 vacant seats that will expire November 2022, Planning Commission has 2 vacant seats that will expire November 2022, Parks & Recreation Commission has 2 vacant seats that will expire November 2022, the Harbor Commission has 2 vacant seats that will expire November 2022 and the Historic Preservation Commission has 3 vacant seats that will expire November 2022.

II. RECOMMENDED ACTION: City Council should concur with the appointment suggestions made by Mayor Koplin, or City Council could vote not to concur and vote each board or commission separately or vote each suggested board/commission member separately.

III. BACKGROUND INFORMATION: The City Clerk has advertised these vacancies for approximately 6 weeks. The deadline for letters of interest in order to be considered at tonight's meeting was November 13, 2019. All of the timely received letters of interest are attached here.

IV. SUMMARY AND ALTERNATIVES: City Council members may concur with the Mayor's appointments or take each commission separately or may vote not to concur and choose one of the other names.

Suggested motion is to move to concur with Mayor Koplin's appointments of the following:

Mary Anne Bishop, to the Library Board for a term through November 2022;

Nancy Bird and **Mark Hall**, to the Planning Commission for terms through November 2022;

Karen Hallquist, **Marvin VanDenBroek** and **Henk Kruithof**, to the Parks & Rec Commission for terms through November 2022; (*Anne Schaefer* has resigned so there are 3 seats available at this time)

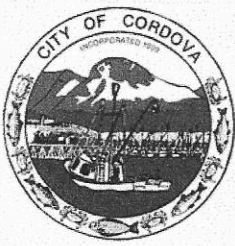
Andy Craig and **Marc Cloward**, to the Harbor Commission for terms through November 2022; and **Sylvia Lange** and **Cathy Sherman**, to the Historic Preservation Commission.



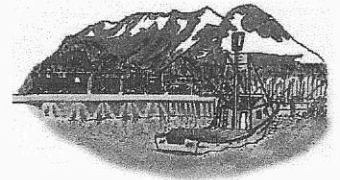
City Board or Commission Membership Application



Personal Information	
Name: Mary Anne Bishop	Date: 10/29/2019
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? 29 years
Name of Partner (optional):	
Employer: Prince William Sd. Science Ctr	Job Title: Senior Scientist
Contact Information	
Residence Address:	
Mailing Address:	
Cell Phone:	Email Address: bishopmary@yahoo.com
May we include your contact information on our webpage/in published meeting packets: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets: email address	
Affiliations	
Current membership in organizations: Library Board; Prince William Sound Audubon Society; Friends of the Library; Copper River Watershed Project; Eyak Preservation Council, Cordova Family Resource Center, KCHU Public Radio, Cordova Arts & Pageants	
Past memberships in organizations:	
City Board(s) or Commission(s) in which you are interested: Library Board	
Why do you want to be involved with this Board or Commission? I am requesting that Council renew my appointment to the Library Board. I am committed to our library serving as a community resource center and reaching as many people as possible. I enjoy serving on the Board and have sought to assist the library in other ways including volunteering to help with their special events (used book sale, Trick or Treat for books, family fun nights, movies).	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission? I believe that my background in research, grant administration as well as my previous board experience serve to strengthen our Library Board.	
Applications can be dropped off at City Hall or emailed to: cityclerk@cityofcordova.net	
Board/Commission Application Revised: 09/2019	



City Board or Commission Membership Application



Personal Information

Name: Nancy Bird

Date: Sept. 30, 2019

Resident of Cordova? ☒ Yes ☐ No

How Long? 43 years

Name of Partner (optional): Karl Becker

Employer: Alaska State Legislature

Job Title: Field Officer

Contact Information

Residence Address: 101 Lake Avenue

Mailing Address: PO Box 1185

Cell Phone: 429-5800

Email Address: nbird5800@gmail.com

May we include your contact information on our webpage/in published meeting packets: ☒ Yes ☐ No ☐ Yes, but not all

If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets:

Affiliations

Current membership in organizations:

Cordova Planning & Zoning Commission; Cordova Historic Preservation Commission; Cordova 2x2 CancerWalk

Past memberships in organizations:

Cordova Historical Society; Cordova City Council (two terms); North Pacific Research Board; Alaska Ocean Observing System

City Board(s) or Commission(s) in which you are interested:

Cordova Planning & Zoning Commission

Why do you want to be involved with this Board or Commission?

I have served for three years on this Commission. I want to continue to help in the process to update Chapter 18 of the city's code. I'm still learning and enjoy trying to help make the permit application process work for both citizens and the city's interests.

What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission?

My past work experiences as President at the Prince William Sound Science Center, Editor of the Cordova Times, and my current job at the Cordova Legislative Information Office have taught me how to research issues and given me a lot of knowledge about Alaska. My extensive experience working with Boards and committees has improved my communication skills and strengthened my dedication to teamwork.



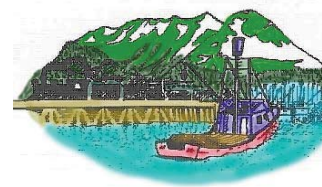
City Board or Commission **Membership Application**



Personal Information	
Name: Mark J. Hall	Date: October 7, 2019
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? 1 Month
Name of Partner (optional): n/a	
Employer: Retired	Job Title: Professional Land Surveyor
Contact Information	
Residence Address: 105 Cabin Ridge Road, Cordova, AK 99574	
Mailing Address: PO Box 955, Cordova, AK 99574	
Cell Phone: 429-6805	Email Address: MJHall105@gmail.com
May we include your contact information on our webpage/in published meeting packets: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets:	
Affiliations	
Current membership in organizations: Alaska Society of Professional Land Surveyors	
Past memberships in organizations:	
City Board(s) or Commission(s) in which you are interested: Planning Commission	
Why do you want to be involved with this Board or Commission? To use my professional knowledge while in retirement, need to remain some what active in my profession. To give back to the community.	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission? Registered PLS since 2003. Worked for DNR's Land Development Section on subdivisions throughout Alaska for the last 14 years, working with several Boroughs and Cities. I have a an excelent unsterstanding of most platting and zoning requierments.	
Applications can be dropped off at City Hall or emailed to: cityclerk@cityofcordova.net	
Board/Commission Application Revised: 09/2019	



City Board or Commission Membership Application



Personal Information	
Name: Karen Hallquist	Date: 10/7/19
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? Since May 2008
Name of Partner (optional):	
Employer: CSD/COC	Job Title: Instructional Aid/WSI
Contact Information	
Residence Address:	
Mailing Address:	
Cell Phone:	Email Address:
May we include your contact information on our webpage/in published meeting packets: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets:	
Affiliations	
Current membership in organizations: Parks and Recreation Commission and Cordova Iceworm Swim Team	
Past memberships in organizations: Parks and Recreation Commission	
City Board(s) or Commission(s) in which you are interested: Parks and Recreation Commission	
Why do you want to be involved with this Board or Commission? I have been on this commission since 2013 and would like to continue this community service. I like to be informed about how the Parks and Recreation department/facilities are being managed, what programs are available to the community, be informed about improvements to the Parks and Recreation sites and enjoy the company of the community members that serve on the commission.	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission? I currently work for the Cordova School District swim program as an Instructional Aide and I am certified Red Cross WSI/Lifeguard. I am the swim instructor for the City of Cordova winter preschool swim program. I'm involved in an organization called Cordova Puddle Jumpers and we help distribute recreational information to the community for children of all ages through social media.	
Applications can be dropped off at City Hall or emailed to: cityclerk@cityofcordova.net	
Board/Commission Application Revised: 09/2019	



City Board or Commission
Membership Application



Personal Information	
Name: Marvin Van Den Broek	Date: 10- 30- 2019
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? 49 years
Name of Partner (optional): Mazie VanDenBroek	
Employer: Retired	Job Title:
Contact Information	
Residence Address: 118 South 2nd Street	
Mailing Address: Box 921, Cordova Alaska	
Cell Phone: 907 423 0803	Email Address: maziemarv@hotmail.com
May we include your contact information on our webpage/in published meeting packets: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets:	
Affiliations	
Current membership in organizations: Pioneers of Alaska	
Past memberships in organizations: Library board, CDV Fire Department, Parks & Rec.	
City Board(s) or Commission(s) in which you are interested: Parks and Rec, currently on the board	
Why do you want to be involved with this Board or Commission? Help recreation activities succeed in Cordova . I swim every weekday so have input regarding the swim pool.	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission? Living in Cordova for 49 years gives me a knowledge of what is needed. Also raising 2 children here gives me ideas of what kids need in Cordova.	
Applications can be dropped off at City Hall or emailed to: cityclerk@cityofcordova.net	
Board/Commission Application Revised: 09/2019	



City Board or Commission Membership Application



RECEIVED
OCT 22 2019
City of Cordova

Personal Information	
Name: Henk Kruithof	Date: 10-22-2019
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? 3 months
Name of Partner (optional): Sue Kruithof	
Employer: retired	Job Title: school principal
Contact Information	
Residence Address: 108 Upper Forestry Lane	
Mailing Address: Box 1863	
Cell Phone: 360.941.4199	Email Address: hkruithof@yahoo.com
May we include your contact information on our webpage/in published meeting packets: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets:	
Affiliations	
Current membership in organizations: Bidarki Rec Center/ Cordova Pool/ Cordova School District PTA	
Past memberships in organizations: Skagit Co YMCA Mt. Vernon WA, Washington State Principal Association, United way of Skagit County	
City Board(s) or Commission(s) in which you are interested: Parks and Recreation Commission	
Why do you want to be involved with this Board or Commission? I have always had a deep appreciation for what recreational/educational opportunities provide for the community. I think it is important, now that I am retired, to give time as a volunteer to the community.	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission? I have a BA in Parks and Recreation Management from WWU 1982, I was a Washington State Park Ranger for 5 years, I have a Masters in Education from WWU 1993 and taught elementary and middle school for 12 years, I coached various sports and science teams, and ran the summer sand volleyball program for the City of Mt. Vernon, I have a Washington State Principal's Certificate and was an elementary principal for 14 years.	
Applications can be dropped off at City Hall or emailed to: cityclerk@cityofcordova.net	
Board/Commission Application Revised: 09/2019	



City Board or Commission Membership Application



Personal Information	
Name: Marc Cloward	Date: 10/17/19
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? 9 years
Name of Partner (optional):	
Employer: N/A	Job Title:
Contact Information	
Residence Address:	
Mailing Address:	
Cell Phone:	Email Address:
May we include your contact information on our webpage/in published meeting packets: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets:	
Affiliations	
Current membership in organizations:	
Past memberships in organizations:	
City Board(s) or Commission(s) in which you are interested: Harbor Commission	
Why do you want to be involved with this Board or Commission? As a user of the harbor since 2010, I view the harbor as a critical component of the City's infrastructure - both from an economic and a quality of life perspective. I believe it is important to provide competitive facilities that balance the support to the	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission?	
Applications can be dropped off at City Hall or emailed to: cityclerk@cityofcordova.net	
Board/Commission Application Revised: 09/2019	



City Board or Commission
Membership Application



Personal Information	
Name: <i>Andrew Craig</i>	Date: <i>10/28/19</i>
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? <i>29 years</i>
Name of Partner (optional): <i>Seawen Gehlbach</i>	
Employer: <i>Alaska Marine Response</i>	Job Title: <i>Operations Manager</i>
Contact Information	
Residence Address: <i>707 Railroad Avenue, Cordova AK 99574</i>	
Mailing Address: <i>PO Box 1834 Cordova, AK 99574</i>	
Cell Phone: <i>907-253-7424</i>	Email Address: <i>AKmarineresponse@gmail.com</i>
May we include your contact information on our webpage/in published meeting packets: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets:	
Affiliations	
Current membership in organizations: <i>Cordova Fisheries Development Committee, Abandoned Derelict Vessel Task Force, Oil Spill Recovery Institute</i>	
Past memberships in organizations: <i>LDVU,</i>	
City Board(s) or Commission(s) in which you are interested: <i>Harbor Commission</i>	
Why do you want to be involved with this Board or Commission? <i>Help improve our Harbor and Port services.</i>	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission? <i>User of Harbor & Port Facilities, marine contractor, local marine business owner.</i>	
Applications can be dropped off at City Hall or emailed to: <i>cityclerk@cityofcordova.net</i>	
Board/Commission Application Revised: 10/2019	

October 27, 2019

Andy Craig
P.O. Box 2465
Cordova, AK 99574

Clay Koplin, Mayor
City of Cordova
P.O. Box 1210
Cordova, AK 99575

Honorable Mayor Koplin;

This is my letter of interest to continue serving on the City of Cordova Harbor Commission. I have been a Cordova resident since 1990 and a year round harbor user.

I am an owner of Alaska Marine Response LLC, a salvage and marine contractor, and a commercial fisherman. For these businesses I rent slips in our harbor for the salvage tug *Oswell Foss*, fast response vessel *Arctic Skimmer* and fishing vessel *Alena K*.

I look forward to continue working with City staff in addressing our harbor needs and challenges.

Sincerely,

Andy Craig



City Board or Commission Membership Application



Personal Information	
Name: <u>Verneth B Jones</u>	Date: <u>10/29/19</u>
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? <u>28</u> years
Name of Partner (optional): <u>Shannon Jones</u>	
Employer: <u>Self Employed</u>	Job Title: <u>Captain/owner</u>
Contact Information	
Residence Address: <u>514 Sunnyside Dr</u>	
Mailing Address: <u>PoBox 615</u>	
Cell Phone: <u>907 360 3456</u>	Email Address: <u>fvserenity@gmail.com</u>
May we include your contact information on our webpage/in published meeting packets: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets:	
Affiliations	
Current membership in organizations: <u>PWSAC Board Member, PWSAC Executive Committee Alternate, member of CDFU, member of UFA, PWSAC Donor, NFA member, DU sponsor, City of Cordova Council member, Harbor Commission member, Chamber of Commerce Business member</u>	
Past memberships in organizations: <u>CDFU CDFU Board Member, ALFA member,</u>	
City Board(s) or Commission(s) in which you are interested:	
<u>Harbor Commission.</u>	
Why do you want to be involved with this Board or Commission? <u>I want to continue my service as a harbor commission member for multiple reasons. I believe we are making progress in harbor and port improvements and want to remain part of the process moving forward.</u>	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission?	
<u>My experience on harbor commission, city council, and other boards help to make my involvement an asset to the commission. I am one of the only users in the harbor that uniquely represents all different user/groups, and I believe that helps to bring a more balanced approach to decisions that will effect the harbor users.</u>	
Applications can be dropped off at City Hall or emailed to:	
cityclerk@cityofcordova.net	Board/Commission Application Revised: 10/2019

Susan Bourgeois

From: Kenneth Jones <fvserenity@gmail.com>
Sent: Wednesday, October 23, 2019 10:18 AM
To: Susan Bourgeois; Clay Koplin
Subject: Harbor commission

Hi Susan, Clay

I would like to put my name in the hat for another term on harbor commission. I think we are starting to finally make some great progress towards getting a grant for rebuilding the south harbor and would like to stay involved and see the project through.

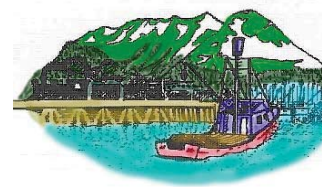
I also feel it is important to have all the different constituencies represented in the makeup of the commission, and I feel that I uniquely belong to many of the different user groups the harbor does business with, and I believe this brings helps me to bring value to the commission.

Thanks

- Ken Jones



City Board or Commission Membership Application



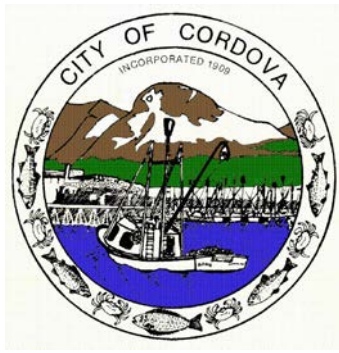
Personal Information	
Name: Sylvia Lange	Date: Nov. 5, 2019
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? 66 yrs
Name of Partner (optional): Greg Meyer	
Employer: Self	Job Title: Owner
Contact Information	
Residence Address: One Cannery Row	
Mailing Address: Box 135	
Cell Phone: 907-570-1373	Email Address: SylviaRL@me.com
May we include your contact information on our webpage/in published meeting packets: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets:	
Affiliations	
Current membership in organizations: Trustee, First Alaskans Institute.	
Past memberships in organizations: Director, Eyak Corp. Director Chugach Alaska Corp.	
City Board(s) or Commission(s) in which you are interested: Preservation Commission	
Why do you want to be involved with this Board or Commission? We are losing important historical buildings in Cordova. I would like to help save some, if at all possible.	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission? I live in one of the oldest buildings in Cordova, and own a couple more. But mostly, I have rebuilt several, and have lived here long enough to know how quickly we are losing these buildings. They require immediate help, and I have the interest to help make that happen.	
Applications can be dropped off at City Hall or emailed to: cityclerk@cityofcordova.net	
Board/Commission Application Revised: 09/2019	



City Board or Commission Membership Application



Personal Information	
Name: Cathy R. Sherman	Date: November 8, 2019
Resident of Cordova? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	How Long? September 13, 1985
Name of Partner (optional): C. Dixon Sherman	
Employer: Retired	Job Title: Fmr Museum Director
Contact Information	
Residence Address:	
Mailing Address:	
Cell Phone:	Email Address: crhs59@gmail.com
May we include your contact information on our webpage/in published meeting packets: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, but not all	
If you answered "yes, but not all" above, please specify what we CAN include on webpage/in meeting packets: Email only please	
Affiliations	
Current membership in organizations: Cordova Historical Society, Friends of the Cordova Public Library, Ilanka Cultural Center, Museums Alaska, Alaska Library Association, National Trust for Historic Preservation, AASLH, AAM, United States Lighthouse Association, PWSSC, CRWP	
Past memberships in organizations: All of above, plus Public Library Association, Alaska Library Network, Alaska State Historical Society	
City Board(s) or Commission(s) in which you are interested: Historic Preservation Commission	
Why do you want to be involved with this Board or Commission? I have been actively involved in this commission since its establishment and would like to continue.	
What experiences have you had, and/or what credentials do you possess, that would make your membership beneficial to the board or commission?	
Applications can be dropped off at City Hall or emailed to: cityclerk@cityofcordova.net	
Board/Commission Application Revised: 10/2019	



AGENDA ITEM # 20
City Council Meeting Date: 11/20/19
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff

DATE: 11/13/19

ITEM: Make a Portion of Copper River & Northwestern Company, Terminal Ground B
'Available'

NEXT STEP: Make Area 'Available'

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE:

Requested Action: Make Area 'Available'

Legal Description: A Portion of Copper River & Northwestern Company, Terminal Ground B

Lot Area: Approximate Area = 25,000 SF (Unsurveyed)

Zoning: Business District

Location Map: Location Map

Letter of Interest from Sheridan Joyce

Planning Commission Resolution 19-09

II. RECOMMENDED ACTION / NEXT STEP:

If City Council would like to make this property 'Available,' they may do so by the following motion:

"I move to make an approximately 25,000 square foot portion of Copper River & Northwestern Company, Terminal Ground B 'Available' in the 2019 Land Disposal Maps."

III. FISCAL IMPACTS:

Fiscal impacts include the potential purchase price of the property and future property tax revenue.

IV. BACKGROUND INFORMATION:

The letter of interest identifies a portion of property which is approximately 25,000 square feet. Final square footage and precise dimensions would be determined by survey as a part of the disposal process.

This property is currently designated ‘Not Available’ on the 2019 Land Disposal Maps. There has been a lot of discussion over the years by the commission about how to change designations on the Land Disposal Maps. In past years, the commission tried to limit designation changes to the annual map update process; however, the current policy is that designations can change on a case-by-case basis; see the designation descriptions and update policy below.

Planning staff spoke with the Public Works Department to determine if there was any current or future need for the property for city purposes. Public Works staff indicated that there were no concerns with disposing of the property as it was a significant distance away from the cemetery on the western side of the property. The cemetery is likely the reason this property was never designated ‘Available.’

The 2019 Land Disposal Maps are available online:

<https://www.cityofcordova.net/images//eforms/planning/2019%20Land%20Disposal%20Maps.pdf>

The following is the description of the map designations and update policy from the 2019 Land Disposal Maps:

Map Designations

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

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

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

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

Leased – These are parcels currently leased to a business or government entity by the city and are not available during the lease term. There are leases that are short term and renew every two years and others

are long term leases with substantial improvements on the property. At the end of the lease term the property becomes available for disposal.

Update Policy

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

11/12/19 – At the Planning Commission Regular Meeting, the commission recommended City Council make the property ‘Available’ via Resolution 18-09 (attached). Below is a summary of what occurred:

M/Bolin S/Baenen to approve Resolution 19-09

Bolin said he thought this went along with the comprehensive plan; having a new business pop up and then want to expand. **Baenen** said he thought it was a great place next to an existing business, nowhere close to the cemetery. **Bird** wondered why it wasn’t ‘Available’ in the past. **Stavig** said that with large tracts of land, he does not like the idea of creating fake subdivisions with different designations; for example, the cemetery on Power Creek is part of a large piece of land that is ‘Available,’ knowing that the cemetery wouldn’t be disposed. Typically, the commission errs on the side of having land ‘Available,’ however not in this case. The cemetery does take up a significant amount of the property, so that is likely the reason it has been ‘Not Available’ in the past.

Bird verified that this parcel hasn’t been discussed for the future Public Safety Building. **Lohse** said he supports the resolution and would like to look into property designations. **Stavig** said they will be looking at that in January when they review the Land Disposal Maps. **McGann** said it was an appropriate location for the business.

Upon voice vote, resolution passed 7-0.

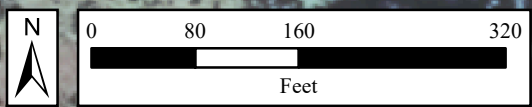
Yea: **McGann, Pegau, Baenen, Roemhildt, Bird, Bolin, Lohse**

V. LEGAL ISSUES:

No legal review required.

VI. SUMMARY AND ALTERNATIVES:

The City Council could take no action, which would result in the property remaining ‘Not Available.’



To the City of Cordova,

I am seeking to purchase commercial property along the Copper River highway for commercial use for my business, Cordova Powersports. Currently the business is operating out of a single car garage and a small outdoor storage area in a non-commercial zoned area. This severely limits the businesses ability to procure retailer statuses with large parts suppliers, and eliminates the possibility of becoming a dealer of off road vehicles. The business is also severely space constrained, operating with minimal to no available space for additional business during most of the summer months.

Many inquiries have been made over the last two years to private owners of commercially zoned property with no success. For that reason, I am asking the City of Cordova to designate a parcel of city owned land south of the copper river highway to the west side of, and adjacent to, Eagle Contracting's property lines as "Available". I have marked an approximation of the desired area in green in the picture below. If this property were to be sold to Cordova Powersports, it would be used to construct a shop/showroom commercial building and a secure storage yard, solely for commercial use.



Thank you for your consideration,

Sheridan Joyce

Cordova Powersports

Box 555, Cordova AK, 99574

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 19-09**

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA, ALASKA, RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA THAT AN APPROXIMATELY 25,000 SQUARE FOOT PORTION OF COPPER RIVER & NORTHWESTERN COMPANY, TERMINAL GROUND B BE UPDATED TO 'AVAILABLE' AND ADDED TO THE 2019 LAND DISPOSAL MAPS

WHEREAS, the City of Cordova's City Manager and City Planner are directed by Cordova Municipal Code Section 5.22.040(B): *The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission; and*


WHEREAS, the City of Cordova's Planning Commission has determined that updating the 2019 Land Disposal Maps at this time to make a Portion of Copper River & Northwestern Company, Terminal Ground B 'Available' is important to maintain consistency with land disposal process; and

WHEREAS, the City of Cordova's Planning Commission has determined that this property should be designated as 'Available' on the 2019 Land Disposal Maps in order to consider disposal; and

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

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommend to the City Council of the City of Cordova, Alaska that a Portion of Copper River & Northwestern Company, Terminal Ground B be updated to 'Available' and added to the 2019 Land Disposal Maps.

PASSED AND APPROVED THIS 12TH DAY OF NOVEMBER, 2019



Tom McGann, Chair

ATTEST:



Leif Stavig, City Planner



AGENDA ITEM # 21
City Council Meeting Date: 11/20/19
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff
DATE: 11/13/19
ITEM: Letter of Interest from Sheridan Joyce for a Portion of Copper River & Northwestern Company, Terminal Ground B
NEXT STEP: Direct City Manager on Disposal and Disposal Method

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: This action item is contingent on City Council designating the subject property as 'Available' and if this has not occurred then no action should be taken.

Requested Actions: Direct City Manager on Disposal and Disposal Method
Applicant: Sheridan Joyce
Legal Description: A Portion of Copper River & Northwestern Company, Terminal Ground B
Lot Area: Approximate Area = 25,000 SF (Unsurveyed)
Zoning: Business District
Location Map: Location Map
Letter of Interest from Sheridan Joyce

II. RECOMMENDED ACTION / NEXT STEP: Staff suggest the following motion:

"I move to dispose of a Portion of Copper River & Northwestern Company, Terminal Ground B 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 the Sheridan Joyce to lease or purchase the property.
2. Requesting sealed proposals to lease or purchase the property.
3. Inviting sealed bids to lease or purchase the property.
4. Offering the property for lease or purchase at public auction.

III. FISCAL IMPACTS: Fiscal impacts also include the potential purchase price of the property.

IV. BACKGROUND INFORMATION: See memo for making this property 'Available' for information on the property. This property is zoned in the Business District, so the letter of interest does describe a use that is compatible with the district. City water is available to this property. City sewer is not available without significant infrastructure upgrades.

10/17/19 – Received a letter of interest from Sheridan Joyce for the property.

10/12/19 – At the Planning Commission Regular Meeting, the commission recommended City Council dispose of the property by direct negotiation. The following is a summary of what occurred:

M/Baenen S/Bolin to recommend to City Council to dispose of a Portion of Copper River & Northwestern Company, Terminal Ground B as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with Sheridan Joyce to lease or purchase the property.

Baenen said it looked like a great place for **Joyce** to have his shop. **Baenen** said the property was already being utilized by the neighbor and there was some flat area to work with. **Bolin** said he was the only one in town who provided the service. **Roemhildt** said he was in favor as it had been sitting there forever and no one took notice with the property in the past.

Bird said she thought it was unfair to do direct negotiation since the property had been designated 'Not Available.' By requesting proposals, they would advertise the property so that anyone else could submit a proposal. **Lohse** said he was interested in what **Joyce's** plans to develop it were. He thought that anyone with those skills, wanting to do that type of work was valuable. **Pegau** said he also had concerns about doing it through direct negotiation. He said they usually request sealed proposals, as it is a check to see if there is other interest and it requires the applicant to provide more information. **McGann** said that he also had concerns.

Baenen said he disagreed because they did it with Saddle Point Machine's property and the Science Center. **Joyce** is going through the proper process. **Bird** verified that City Council ultimately decides how to dispose of the property.

M/Bird S/Pegau to amend the motion to request sealed proposals to lease or purchase the property.

Upon voice vote, motion to amend failed 2-5.

Yea: Pegau, Bird

Nay: McGann, Baenen, Roemhildt, Bolin, Lohse

Upon voice vote, motion passed 7-0.

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

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

5.22.060 - Methods of disposal.

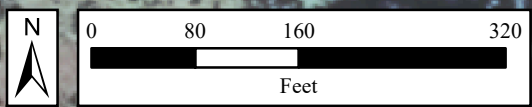
B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

V. LEGAL ISSUES: Legal review of disposal documents is required.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

VII. SUMMARY AND ALTERNATIVES:



To the City of Cordova,

I am seeking to purchase commercial property along the Copper River highway for commercial use for my business, Cordova Powersports. Currently the business is operating out of a single car garage and a small outdoor storage area in a non-commercial zoned area. This severely limits the businesses ability to procure retailer statuses with large parts suppliers, and eliminates the possibility of becoming a dealer of off road vehicles. The business is also severely space constrained, operating with minimal to no available space for additional business during most of the summer months.

Many inquiries have been made over the last two years to private owners of commercially zoned property with no success. For that reason, I am asking the City of Cordova to designate a parcel of city owned land south of the copper river highway to the west side of, and adjacent to, Eagle Contracting's property lines as "Available". I have marked an approximation of the desired area in green in the picture below. If this property were to be sold to Cordova Powersports, it would be used to construct a shop/showroom commercial building and a secure storage yard, solely for commercial use.



Thank you for your consideration,

Sheridan Joyce

Cordova Powersports

Box 555, Cordova AK, 99574



AGENDA ITEM # 22
City Council Meeting Date: 11/20/19
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff

DATE: 11/13/19

ITEM: Letter of Interest from Prince William Sound Science Center for the “Old Sea Grant Building”

NEXT STEP: Direct City Manager on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Direct City Manager on Disposal and Disposal Method
Applicant: Prince William Sound Science Center (PWSSC)
Legal Description: Portion of Lot 3, Block 7A, Tidewater Development Park
Area: Approx. 700 SF building
Zoning: None
Attachments: Memo from Harbor Commission
Letter of Interest
Location Map

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggest the following motion:

“I move to dispose a building locally known as the “Old Sea Grant Building” located on a portion of Lot 3, Block 7A, Tidewater Development Park 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 the Prince William Sound Science Center to lease or purchase the property.
2. Requesting sealed proposals to lease or purchase the property.
3. Inviting sealed bids to lease or purchase the property.
4. Offering the property for lease or purchase at public auction.

III. **FISCAL IMPACTS:**

This building has been leased to PWSSC at fair market value since 1999.

IV. **BACKGROUND INFORMATION:**

9/24/19 – PWSSC submitted a Letter of Interest for the “Old Sea Grant Building.”

10/8/19 – At the Planning Commission Regular Meeting, the commission referred the letter of interest to the Harbor Commission. From the approved minutes:

M/Bolin S/Bird to recommend to City Council to dispose of a building locally known as the “Old Sea Grant Building” located on a portion of Lot 3, Block 7A, Tidewater Development Park as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with the Prince William Sound Science Center to lease or purchase the property.

Stavig said that the last lease term was for five years. They did not specify in their letter how long they wanted to continue to lease. *Bird* said she wanted to have the Harbor Commission weigh in on the issue and hopes that they would support leasing it to them for a few more years until the Science Center figures out their new facility.

M/Baenen S/Bird to refer back to staff to get a recommendation from the Harbor Commission.

Upon voice vote, motion to refer passed 4-0.

Yea: McGann, Baenen, Bird, Bolin

Absent: Pegau, Roemhildt, Lohse

10/30/19 – At the Harbor Commission Special Meeting, the commission had a discussion about the Old Sea Grant Building. Following the meeting, the harbormaster provided the attached memo.

11/12/19 – At the Planning Commission Regular Meeting, the commission recommended City Council dispose of the property by direct negotiation for a short-term lease. From the unapproved minutes:

M/Bolin S/Baenen to recommend to City Council to dispose of a building locally known as the “Old Sea Grant Building” located on a portion of Lot 3, Block 7A, Tidewater Development Park as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with the Prince William Sound Science Center to lease or purchase the property.

Bolin said it looked like the Harbor Commission was onboard with continuing to lease the property to the Science Center. *Lohse* said he was okay with another short-term lease.

M/Bolin S/Baenen to amend the motion by changing the wording to: “...negotiating an agreement with the Prince William Sound Science Center to lease the property short-term (1-3 years).”

Pegau said that a three-year lease should be sufficient for the Science Center’s development plans.

Upon voice vote, motion to amend passed 6-0.
Yea: McGann, Baenen, Roemhildt, Bird, Bolin, Lohse
COI: Pegau

Upon voice vote, motion passed 6-0.
Yea: McGann, Baenen, Roemhildt, Bird, Bolin, Lohse
COI: Pegau

This property is currently shown as ‘Leased’ on the Land Disposal Maps. The existing lease is for a five-year term and expires on January 1, 2020. The following is the definition of the designation “Leased” from the 2019 Land Disposal Maps:

Leased – These are parcels currently leased to a business or government entity by the city and are not available during the lease term. There are leases that are short term and renew every two years and others are long term leases with substantial improvements on the property. At the end of the lease term the property becomes available for disposal.

PWSSC is requesting the city dispose of the building by directly negotiating a lease once the property becomes available at the end of the lease term.

There have been no problems related to this lease; payments have always been timely, and conditions of the lease have been met.

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

V. LEGAL ISSUES:

Legal review of lease required.

VI. SUMMARY AND ALTERNATIVES:

Memorandum

To: Cordova Planning and Zoning

From: Cordova Harbor Commission

Date: 10/31/2019

Re: Sea Grant office Lease

The Cordova Harbor Commission met on 10/30/2019 and discussed the use of the old Sea Grant office. It is currently being leased by the Prince William Sound Science Center. The Harbor Commission agreed that continuing the lease to the PWSSC on a short term (1-3 years) basis, doesn't conflict with the Harbor's needs. They would recommend that the lease is renewed while the PWSSC continues to build their new facilities.

Tony Schinella, Harbormaster



PO Box 705
Cordova, AK 99574

907.424.5800
pwssc@pwssc.org

www.pwssc.org

24 September 2019

To: Leif Stavig
Re: Old SeaGrant Building

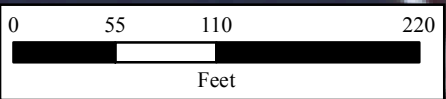
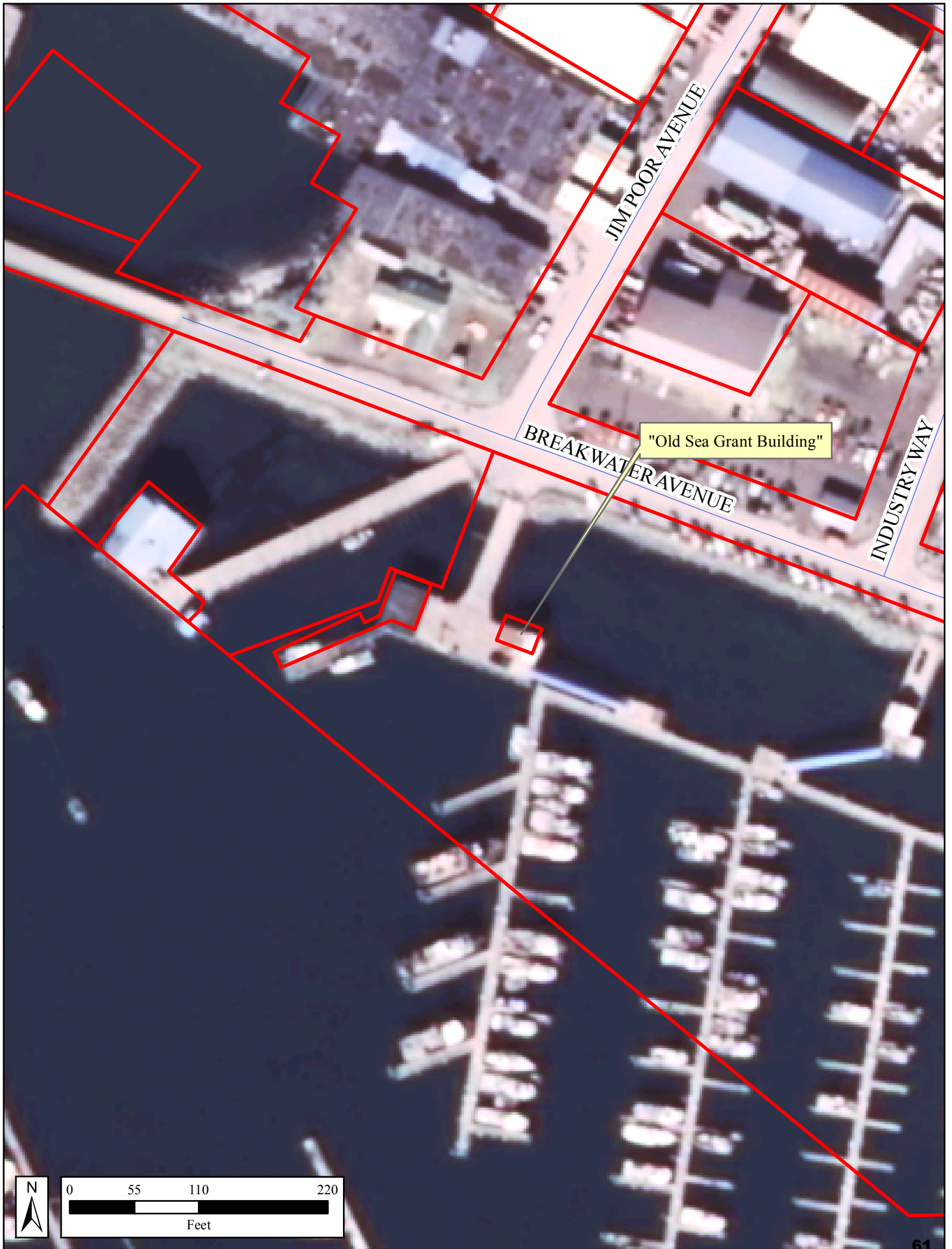
Dear Leif,

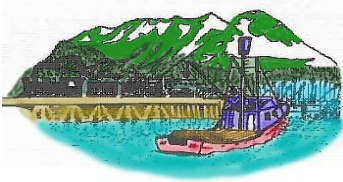
The Prince William Sound Science Center would like to continue leasing the old SeaGrant building from the City. Please consider this letter an official request to lease a portion of Lot 3, Block 7A, Tidewater Development Park, commonly referred to as the "Old Sea Grant Building" from the City. We ask that the property be listed for disposal by direct negotiation between the City and PWSSC for the purpose of leasing the property.

Sincerely,

A handwritten signature in blue ink, appearing to read "W. Scott Pegau".

W. Scott Pegau





City Council of the City of Cordova, Alaska

Pending Agenda November 6, 2019 Regular Council Meeting

A. Future agenda items - topics put on PA with no specific date

- 1) Harbor expansion Town Hall type meeting - public input
- 2) Strategic Planning - revisit plan - schedule the next work session for this
- 3) Resolution 12-18-36 re E-911, will be back when a plan has been made, referred 12/19/18
- 4) Work Session w/ ADF&G re fisheries management decisions and their economic impact to Cordova
- 5) Joint work session with Harbor Commission on Waterfront Development - **after Jan 1, 2020**
- 6) Renewal of health care plan including subsidiary contracts and all amendments to date
- 7) Council discussion about Attorney billing/staff attorney use guidelines - **fall 2019**
- 8) Council/board training with City Attorney - **fall/winter 2019/2020?**
- 9) Investment firms - UBS - switch to their "Institutional Consulting" group? Bring this up after **Jan 2020**
- 10) First Alaskans return trip (offer) to provide Trabal Government training to Council/Cordova
- 11) City Clerk evaluation - **February 2020**
- 12) Discussion **after Jan 1, 2020** about PF/GF where land sale proceeds go
- 13) Discussion item concerning City Manager's spending authority - **after Jan 1, 2020**
- 14) Ordinance change (Title 4) before a new CBA gets negotiated - so Council has a role in approval process

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

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

12/4/2019	3/4/2020	6/17/2020	9/2/2020
------------------	-----------------	------------------	-----------------
- 2) Staff quarterly reports will be in the following packets:

1/15/2020	4/15/2020	7/15/2020	10/21/2020
------------------	------------------	------------------	-------------------
- 3) Joint City Council and School Board Meetings - twice per year, November & April
 6pm before Council Mtg @ CC **4/1/2020** 6pm @ CHS before Sch Bd mtg **11/13/2019**
- 4) Alaska Municipal League fall conference including training **November 18-22**
<http://www.akml.org/conferences/> let Clerk know if interested in attending - it's not too late
- 5) Final Comprehensive Plan should be ready for Council approval in November **2019**

C. Council adds items to Pending Agenda in this way:

Clear direction should be given to Clerk/Manager on any proposed agenda item
 including *who is being tasked* / *what the action will be* / *when it will be on an agenda*

item for action	tasking which staff	proposed date
-----------------	---------------------	---------------

1) ...

2) ...

3) ...

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



City Council of the City of Cordova, Alaska

Pending Agenda November 20, 2019 Regular Council Meeting

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

- 1) Fisheries Advisory Committee:**
 authorizing resolution 04-03-45
 approved Apr 16, 2003
 Mayor Koplin is currently contacting existing members and hopes to have new appointments for Council concurrence soon

1-Torie Baker, chair (Marine Adv Prgm)	2-Jeremy Botz (ADF&G)
3-Tim Joyce (PWSAC)	4-Jim Holley (AML)
5-Chelsea Haisman (fisherman)	6-Tommy Sheridan (processor)

- 2) Cordova Trails Committee:**
 re-auth res 11-18-29 app 11/7/18
 auth res 11-09-65 app 12/2/09

1-Elizabeth Senear	2-Toni Godes
3-Dave Zastrow	4-Ryan Schuetze
5-Wendy Ranney	6-Michelle Hahn

- 3) Fisheries Development Committee:**
 authorizing resolution 02-16-43
 approved Dec 23, 2016
 pending reauthorization via Res 11-19-51

1-Warren Chappell	2-Andy Craig	3-Bobby Linville
4-Gus Linville	5-Tommy Sheridan	6-Bob Smith
7-	8-	

- 4) Comprehensive Plan Committee:**
 authorizing resolution 10-18-28
 approved Oct 3, 2018

1-Cathy Renfeldt	2-Kristin Carpenter	3-Tom McGann
4-Nancy Bird	5-Brooke Johnson	6-Katrina Hoffman
7-Bret Bradford	8-Dave Zastrow	9-Olivia Carroll
10-	11-	12-

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

- 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	re-appointed October 2018	3 year term until Sept 2021
	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	

NOVEMBER 2019

CALENDAR MONTH	NOVEMBER
CALENDAR YEAR	2019
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1 CSD inservice CHS Swim Regionals @ Kenai 11/1 - 11/2 	2
3	4	5	6	7	8	9
10	11 Veterans Day City Hall Closed	12 6:30 P&Z CCAB	13 6:00 Council work session 7:00 Council reg mtg CCAB 6:00 Council jt work session w/school HSL 7:00 Council work session CCAB 7:00 Sch Bd HSL 7:00 Harbor Cms CCM	14	15 NVE 26th annual Sobriety Celebration and Memorial Potlatch Nov 15-16 @ CC 	
17	18 AML Conference Nov 18-22 Anchorage 	19	20 5:30 CTC Board Meeting 7:00 Council reg mtg CCAB	21 AML Conference Nov 18-22 Anchorage 	22 CHS VBall Regionals @ CIA 11/21-23	23
24	25	26 6:00 P&R CCM	27 6:00 CEC Board Meeting	28 Thanksgiving City Hall & CSD Closed 6:00 CCMCAB HCR	29 Thanksgiving City Hall & CSD Closed	30
1	2	Notes				

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

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

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

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

DECEMBER 2019

CALENDAR MONTH	DECEMBER
CALENDAR YEAR	2019
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 CHS BBall practice starts 12/4	5	6	7
			6:00 Council work session 6:45 Council pub hrg CCAB 7:00 Council reg mtg CCAB		CHS Coho Crusher Home Wrestling Tournament 12/6 & 7	
8	9	10	11	12	13	14
					CHS VBall State @ Dimond 12/5-7	
15	16	17	18	19	20	21
		6:30 P&Z CCAB	7:00 Sch Bd HSL 7:00 Harbor Cms CCM		CSD end of 2Q	
			5:30 CTC Board Meeting			
			6:00 Council work session 6:45 Council pub hrg CCAB 7:00 Council reg mtg CCAB			
22	23	24	25	26	27	28
			Christmas City Hall & CSD Closed			
			6:00 CEC Board Meeting	6:00 CCMCAB HCR		
29	30	31	1	2	3	4
5	6					

Notes

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


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

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

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

January 2020

CALENDAR MONTH	JANUARY
CALENDAR YEAR	2020
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30  winter break	31	1 New Year's Day City Hall Offices Closed	2	3	4
		CSD Winter Break 12/ 23-1/ 6	6:00 Council work session 7:00 Council reg mtg CCAB		CSD Winter Break 12/ 23-1/ 6	
5	6	7	8	9	10	11
			7:00 Sch Bd HSL 7:00 Harbor Cms CCM			
12	13	14	15	16	17	18
			5:30 CTC Board Meeting			
		6:30 P&Z CCAB	6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB		CHS Tipoff Tourney 1/ 16-1/ 18	
19	20	21	22	23	24	25
	Martin Luther King Jr. Holiday City Hall Offices Closed		6:00 CEC Board Meeting			
26	27	28	29	30	31	1
		6:00 P&R CCM		6:00 CCMCAB HCR		
2	3	Notes				

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

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

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

Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
Mayor:	Clay Koplin	March 5, 2019	March-22
3 years	Mayor@cityofcordova.net	March 1, 2016	
Council members:			
Seat A:	Tom Bailer	March 5, 2019	March-22
3 years	CouncilSeatA@cityofcordova.net		
Seat B:	Kenneth Jones	March 7, 2017	March-20
3 years	CouncilSeatB@cityofcordova.net		
Seat C:	Jeff Guard	March 7, 2017	March-20
3 years	CouncilSeatC@cityofcordova.net		
Seat D:	Melina Meyer, Vice Mayor	March 6, 2018	March-21
3 years	CouncilSeatD@cityofcordova.net		
Seat E:	Anne Schaefer <small>elected by cncl</small>	March 6, 2018	March-21
3 years	CouncilSeatE@cityofcordova.net	December 6, 2017	
Seat F:	David Allison	March 5, 2019	March-22
3 years	CouncilSeatF@cityofcordova.net	March 1, 2016	
Seat G:	David Glasen	March 5, 2019	March-22
3 years	CouncilSeatG@cityofcordova.net		

Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	Barb Jewell, President	March 5, 2019	March-22
	bjewell@cordovasd.org	March 1, 2016	
		March 5, 2013	
3 years	Bret Bradford bbradford@cordovasd.org	March 6, 2018	March-21
		March 3, 2015	
3 years	Tammy Altermott	March 5, 2019	March-22
	taltermott@cordovasd.org	March 1, 2016	
		March 5, 2013	
3 years	Peter Hoepfner	March 6, 2018	March-21
		March 3, 2015	
	phoepfner@cordovasd.org	March 6, 2012	
		March 3, 2009	
		March 7, 2006	
3 years	Sheryl Glasen	March 7, 2017	March-20
	saglasen@cordovasd.org	March 4, 2014	
	<i>Vacant (appointed, non-voting)</i>		
	<i>City Council Rep</i>		

seat up for re-election in 2020	vacant
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board/commission chair

seat up for re-appt in Nov 19

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, Chair		March 5, 2019		March-22
			July 19, 2018		
3 years	Chris Bolin	elected by board to fill a vacancy due to resignation	August 28, 2019	March-20	March-22
3 years	Linnea Ronnegard		March 6, 2018		March-21
3 years	Gary Graham		March 5, 2019		March-21
			May 31, 2018		

Library Board - Appointed

length of term			Date Appointed		Term Expires
3 years	Mary Anne Bishop, Chair		November-16		November-19
			November-13		
			November-10		
			November-06		
3 years	Wendy Ranney		November-18		November-21
			November-15		
			April-13		
3 years	Sherman Powell		June-18		November-19
3 years	Sarah Trumblee		February-18		November-20
3 years	Krysta Williams		February-18		November-20

Planning and Zoning Commission - Appointed

length of term			Date Appointed		Term Expires
3 years	Nancy Bird		November-16		November-19
3 years	Allen Roemhildt		November-16		November-19
			January-14		
3 years	Scott Pegau, vice chair		November-17		November-20
			December-14		
			December-11		
3 years	John Baenen		November-18		November-21
			November-15		
			December-12		
3 years	Tom McGann, chair		November-17		November-20
			December-14		
			December-11		
			April-11		
3 years	Chris Bolin		November-18		November-21
			September-17		
3 years	Trae Lohse		November-18		November-20

seat up for re-appt in Nov 19

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-18	November-21
		November-15	

Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney, Chair	November-18	November-21
		November-15	
		August-14	
3 years	Anne Schaefer	November-17	November-20
3 years	Ryan Schuetze	August-18	November-21
3 years	Kirsti Jurica	November-18	November-21
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	November-18	November-21
		August-16	
3 years	Wendy Ranney	November-18	November-21
3 years	Nancy Bird	November-18	November-21
		November-17	
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 19

vacant