

**Mayor**

*Clay Koplin*

**Council Members**

*Tom Bailer*

*Cathy Sherman*

*Jeff Guard*

*Melina Meyer*

*Anne Schaefer*

*David Allison*

*David Glasen*

**City Manager**

*Helen Howarth*

**City Clerk**

*Susan Bourgeois*

**Deputy Clerk**

*Tina Hammer*

**Student Council**

*Madelyn Roemhildt*

**Regular City Council Meeting  
January 20, 2021 @ 7:00 pm  
Cordova Center Community Rooms  
Agenda**



**Martin Luther King Jr. Day  
January 18, 2020**

**A. Call to order**

**B. Invocation and pledge of allegiance**

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

**C. Roll call**

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

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

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

- conflicts as defined in Cordova Municipal Code 3.10.010 should be declared, then Mayor rules on whether member should be recused, Council can appeal the Mayor's ruling
- ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

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

**1. Guest Speakers**

- a. COVID-19 Update – State of AK DHSS representatives to present:**

**Dr. Anne Zink, Tessa Walker-Linderman, Eliza Muse** via teleconference

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

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

**4. Student Council Representative Report – none submitted**

**G. Approval of Consent Calendar**

**5. Resolution 01-21-01..... (page 1)**

A resolution of the Council of the City of Cordova, Alaska, retroactively approving Emergency Order 2020-10, thereby continuing the City's declaration of a local emergency arising from Covid-19

**6. Resolution 01-21-03..... (page 5)**

A resolution of the Council of the City of Cordova, Alaska, adopting an alternative allocation method for the FY21 shared fisheries business tax program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 15: Prince William Sound

**7. Direction to Manager to contract with Alaska Sales & Service for a Ford F-250..... (page 9)**

**8. Minutes of the 12-16-2020 Council Public Hearing..... (page 10)**

**9. Minutes of the 12-16-2020 Council Regular Meeting..... (page 11)**

**H. Approval of Minutes - in consent calendar**

**I. Consideration of Bids - in consent calendar**

**J. Reports of Officers**

**10. Mayor's Report..... (page 16)**

**11. City Manager's Report**

**12. City Clerk's Report**

### 13. Staff Quarterly Reports:

- a. Cordova Harbor and Port, 4Q 2020, **Harbormaster Tony Schinella**..... (page 17)
- b. Museum and Cordova Center, 4Q 2020, **Museum Director Mimi Briggs** ..... (page 20)
- c. Public Works Department, 4Q 2020, **PW Director Samantha Greenwood**..... (page 25)
- d. Cordova Public Library, 4Q 2020, **Library Director Debbie Carlson**..... (page 28)
- e. Cordova Volunteer Fire Department, 4Q 2020, **Fire Marshal Paul Trumblee**..... (page 33)
- f. Parks and Rec Department, 4Q 2020, **Department Director Susie Herschleb**..... (page 37)
- g. Cordova Police Department, 4Q 2020, **Police Chief Nate Taylor**..... (page 39)

### K. Correspondence

- 14. Citizen input regarding budget that was not timely for inclusion..... (page 41)  
in a packet before budget approval (19 letters/emails)
- 15. Letter from School Board Chair Jewell 12-14-20..... (page 70)
- 16. Letter from School District Superintendent Russin 12-14-20..... (page 71)

### L. Ordinances and Resolutions

- 17. Ordinance 1193..... (voice vote)(page 72)  
An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code 3.12.020 to clarify cancellation procedures of Regular Council Meetings – 1<sup>st</sup> reading
- 18. Ordinance 1194..... (voice vote)(page 74)  
An ordinance of the Council of the City of Cordova, Alaska, enacting Cordova Municipal Code 17.24.005 to require a certificate to plat for all plats submitted for city approval – 1<sup>st</sup> reading
- 19. Resolution 01-21-02..... (roll call vote)(page 78)  
A resolution of the Council of the City of Cordova, Alaska, amending service rates that were incorrect and adding rates that were left off the 2021 fee schedule to align rates with the approved 2021 City budget

### M. Unfinished Business - none

### N. New & Miscellaneous Business

- 20. Discussion of COVID-19 Emergency Response
- 21. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 85)

### O. Audience Participation

#### P. Council Comments

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

#### Q. Executive Session

- 22. Council discussion of Manager's evaluation, in executive session because it is a subject that may prejudice the reputation or character of a person; provided that the person may request a public discussion

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

### R. Adjournment

#### Executive Sessions per Cordova Municipal Code 3.14.030

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

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**Agenda Item 5**  
**City Council Meeting Date: 1/20/2021**  
**City Council Communication Form**

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**FROM:** Susan Bourgeois, CMC, City Clerk

**DATE:** 01/05/2021

**ITEM:** Resolution 01-21-01

**ACTION:** Retroactive approval of Manager's EO 2020-10 extending the emergency declaration

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☐ Ordinance  
☒ Resolution

☐ Motion  
☐ Information

- 
- I. **REQUEST OR ISSUE:** The emergency declaration was set to expire on January 4, 2021 so City Manager Howarth renewed and extended it via Emergency Order 2020-10 on December 30, 2020. This resolution acts as Council's retroactive approval of that EO.
- II. **RECOMMENDED ACTION:** Approval of Resolution 01-21-01.
- III. **FISCAL IMPACTS:** Federal and state funding of the emergency has continued into the new year and this extension allows Cordova access to such funding.
- IV. **BACKGROUND INFORMATION:** see whereas clauses in the emergency order.
- V. **LEGAL ISSUES:** City Attorney reviewed the emergency order and the resolution.
- VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** none anticipated

**CITY OF CORDOVA, ALASKA  
RESOLUTION 01-21-01**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
RETROACTIVELY APPROVING EMERGENCY ORDER 2020-10, THEREBY  
CONTINUING THE CITY'S DECLARATION OF A LOCAL EMERGENCY ARISING  
FROM COVID-19**

**WHEREAS**, the United States Center for Disease Control and Prevention (CDC) has identified COVID-19 as a significant public risk; and

**WHEREAS**, on March 11, 2020, The World Health Organization designated the COVID-19 outbreak a pandemic; and

**WHEREAS**, various organizations, agencies, and local governments throughout the State of Alaska continue to restrict public gatherings, school sessions and programs, and other activities as well as non-essential travel in efforts to contain the virus; and

**WHEREAS**, the recommendations of global, federal, state, and local organizations and government entities are changing almost daily in response to new information regarding COVID-19, which requires the City to be able to act swiftly to comply with these recommendations in its emergency operations; and

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

**WHEREAS**, COVID-19 cases have increased throughout the State of Alaska posing greater risk of exposure to COVID-19 within the City and its residents; and

**WHEREAS**, Council is eagerly moving towards recovery but wants to ensure that the City has the authority needed to adopt rules, policies, and procedures to mitigate the harms posed by COVID-19 and to seek and qualify for any assistance or funding from federal, state or private entities dedicated to combating emergency needs arising from COVID-19.

**NOW, THEREFORE, BE IT RESOLVED:**

**Section 1. Emergency Declaration renewal and extension.** Council hereby retroactively approves Emergency Order 2020-10, renewing and extending the City's declaration of emergency until March 4, 2021, which was put into effect by City Manager Helen Howarth on December 30, 2020.

**Section 2. Request for Assistance.** Council hereby reiterates its acknowledgement of the City's need for financial assistance from the United States and the State of Alaska to protect the City from a COVID-19 outbreak within the City and to recover from the economic and health impacts of the threat and outbreak of COVID-19 within the City.

**Section 3. Effective Date.** The declaration of emergency reiterated in this resolution was effective on December 30, 2020 and shall remain in effect until March 4, 2021, unless renewed by City Council before or retroactive to that date.

**PASSED AND APPROVED THIS 20<sup>th</sup> DAY OF JANUARY 2021.**

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

Attest:

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

DRAFT

**EMERGENCY ORDER 2020-10**

**AN EMERGENCY ORDER RENEWING AND EXTENDING THE EMERGENCY  
DECLARATION IN CORDOVA**

**WHEREAS**, COVID-19 is a contagious respiratory virus that spreads easily between people who are in close contact, and

**WHEREAS**, the Covid-19 pandemic is continuing its global spread with an increasing number of deaths

**WHEREAS**, the only known way to reduce transmission and prevent infection is to maintain 6 feet of social distance and minimize interactions with people outside your household, and to wear face coverings, and

**WHEREAS**, Covid-19 vaccinations have been developed but are not yet available to the broad population, and

**WHEREAS**, Cordova's Medical Response Team, has declared there have been sufficient number of local Covid-19 cases to warrant continued concern about community viral spread,

**THEREFORE**, because of the above, and to preserve health and save lives in our community, City Manager Helen Howarth, in collaboration with Mayor Clay Koplin and Cordova's Emergency Operations Center, hereby renews and extends the City's declaration of emergency until March 4, 2021.

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

This Emergency Order 2020-10 shall be effective at 8:00am on December 30, 2020. This Order shall be posted on the City website and the City Clerk shall provide City Council members notice of this Emergency Order 2020-10 within five (5) days of its adoption.

12/29/20

Date



Helen Howarth  
City Manager



**Agenda Item # 6**  
**City Council Meeting Date: 1/20/2021**  
**City Council Communication Form**

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**FROM:** Susan Bourgeois, CMC, City Clerk  
**DATE:** 01/11/2021  
**ITEM:** Resolution 01-21-03  
**ACTION:** Adopting alternative allocation method for shared fish business tax

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☐ Ordinance                      ☐ Motion  
☒ Resolution                      ☐ Information

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- I. **REQUEST OR ISSUE:** Council annually approves this resolution which allows for a 3-way split of the shared portion of fish business tax in FMA 15 PWS between Whittier/Cordova/Valdez.
- II. **RECOMMENDED ACTION:** Approval of the consent calendar including: motion to approve resolution 01-21-03.
- III. **FISCAL IMPACTS:** Business tax of \$14,647.75 is the amount to be divided equally among the 3 communities in FMA #15. Approval of the resolution garners Cordova \$4,882.58. The 2021 budget has the revenue goal of \$4,883 in that line item: 101-302-40230.
- IV. **BACKGROUND INFORMATION:** Cordova, Valdez and Whittier have continued to decide that the 3-way split is the best alternative allocation method.
- V. **LEGAL ISSUES:** the program is described in Statute:  
<http://www.legis.state.ak.us/basis/statutes.asp#29.60.450>  
and in the Alaska Administrative Code:  
<http://www.legis.state.ak.us/basis/aac.asp#TitleTable>
- VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** none as the communities have been amicably agreeing to the 3-way split.
- VII. **SUMMARY AND ALTERNATIVES:** Council could direct staff to proceed with the long form and/or proceed with negotiations with the other 2 communities for a different split.





THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,  
and Economic Development  
Division of Community and Regional Affairs

455 3rd Avenue, Suite 140  
Fairbanks, AK 99701  
Main: 907.451.2718  
Fax: 907.451.2742

November 16, 2020

City of Cordova  
PO Box 1210  
Cordova AK, 99574

Dear Municipal Official:

The Department of Commerce, Community, and Economic Development is pleased to announce availability of the **FY 2021 Shared Fisheries Business Tax Program**. The purpose of the program is to allocate a share of state fish tax collected outside municipal boundaries with municipalities affected by fishing industry activities. Municipalities around the state will share approximately \$1.1 million based on 2019 fisheries activity as reported by fish processors on their fish tax returns. Details of how the program works are included in the application under *Program Description*.

**Historically, your municipality along with the other communities in your fisheries management area (FMA 15: Prince William Sound) has filed using the Alternative Method found on the last four pages of this application.** A breakdown is included that details the communities in your FMA, in addition to the anticipated payment based on the agreed upon allocation method for your FMA. If this agreement is still in place with your FMA, you will only need to have your Council/Assembly pass the enclosed alternative method sample resolution in order to participate in the program.

If your FMA intends to change the alternative method of allocation, the new proposal must be submitted to our office no later than **January 15, 2020**. If an agreement cannot be made with all communities in your FMA, you will need to file using the standard method and claim your significant effects. Instructions on both of these methods are detailed in the application packet.

**DEADLINE FOR SUBMISSION OF COMPLETED APPLICATION IS  
FEBRUARY 16, 2021.**

Applications can be scanned and emailed to [caa@alaska.gov](mailto:caa@alaska.gov) with the subject line **"Municipality Name, FY21, SFBT"** If you have any questions about the program or require assistance in completing the application, please contact me at [kimberly.phillips@alaska.gov](mailto:kimberly.phillips@alaska.gov) or call (907) 451-2718.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kimberly Phillips".

Kimberly Phillips  
Grants Administrator II

Enclosure



**CITY OF CORDOVA, ALASKA  
RESOLUTION 01-21-03**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, ADOPTING  
AN ALTERNATIVE ALLOCATION METHOD FOR THE FY21 SHARED FISHERIES  
BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD  
FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES  
BUSINESS ACTIVITY IN FMA 15: PRINCE WILLIAM SOUND**

**WHEREAS**, AS 29.60.450 requires that for a municipality to participate in the FY21 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development (DCCED) that the municipality suffered significant effects during calendar year 2019 from fisheries business activities; and

**WHEREAS**, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by DCCED; and

**WHEREAS**, 3 AAC 134.070 provides for the use, at the discretion of DCCED, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of relative significant effect of fisheries business activity on the respective municipalities in the area; and

**WHEREAS**, the Cordova City Council proposes to use an alternative allocation method for allocation of FY21 funding available within the Prince William Sound Management Area in agreement with all other municipalities in this area participating in the FY21 Shared Fisheries Business Tax Program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of the City of Cordova, Alaska, by this resolution certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2019 of fisheries business activity in the Prince William Sound Management Area.

**ALTERNATIVE ALLOCATION METHOD:** All eligible communities in the Prince William Sound Fisheries Management Area (Whittier, Valdez, and Cordova), FMA 15, will receive an equal share of the available funds.

**PASSED AND APPROVED THIS 20<sup>th</sup> DAY OF JANUARY 2021**

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

ATTEST:

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

# FMA 15: Prince William Sound

Total allocation:  
\$14,647.75

LONG

Community	Population	Calculated Allocation
City of Cordova	2,343	\$4,882.58
City of Valdez	3,876	\$4,882.58
City of Whittier	280	\$4,882.58
<b>Totals</b>	<b>6,499</b>	<b>\$14,647.75</b>
Community Count	3	

\*Three municipalities share available funding equally.



**AGENDA ITEM 7**  
**City Council Meeting Date: 01/20/2021**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Samantha Greenwood, Public Works Director  
**DATE:** 01/11/21  
**ITEM:** Award of Contract for Ford F-250 for Refuse Department  
**NEXT STEP:** Council authorizes the City Manager to negotiate this contract

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☐ ORDINANCE  
☒ MOTION

☐ RESOLUTION  
☐ INFORMATION

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

- A. Identity of Contractor: *Alaska Sales & Service*  
B. Contract Price: *\$32,035.00*  
C. Nature & quantity of the work that the City shall receive under the contract:

*To provide a new 2021 Ford F-250 Ext. Cab 4x4*

**II. RECOMMENDED ACTION / NEXT STEP:** Council suggested motion "to direct the City Manager to negotiate a contract with Alaska Sales and Services, to purchase per the State ITB -ADOT State Equipment Fleet contract for a sum not to exceed Thirty-two thousand and thirty-five dollars (\$32,035.00)".

**III. FISCAL IMPACTS:** The truck will be paid with depreciation funds the account is 705-841-55010 Equipment & Furnishings and this was approved in the 2021 budget.

**IV. BACKGROUND INFORMATION:** The existing 2005 refuse tuck is 16 years old and has 105,000 miles. The annual cost of maintenance is approximately \$1200 a year requiring down time waiting for parts and available mechanics. The truck is currently not maintaining adequate oil pressure and has a significant engine rattle.

**V. LEGAL ISSUES:** NA.

**VI. SUMMARY AND ALTERNATIVES:** Council could choose not to approve the contract.

City Council Public Hearing  
December 16, 2020 @ 6:45 pm  
Cordova Center Community Rooms A & B  
Minutes

**A. Call to order**

**Mayor Clay Koplín** called the Council public hearing to order at 6:45 pm on December 16, 2020, in the Cordova Center Community Rooms.

**B. Roll call**

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

**C. Public hearing**

1. Resolution 12-20-42 A resolution of the Council of the City of Cordova, Alaska, adopting an operating and capital budget for fiscal year 2021

2. Resolution 12-20-43 A resolution of the Council of the City of Cordova, Alaska, adopting City service fees, rates, and charges for the 2021 calendar budget

**Mayor Koplín** opened the hearing up for public testimony on the resolutions.

**Mike Hicks** spoke in favor of Council adjusting the budget to add another police officer.

**Pete Hoepfner** spoke in favor of the school district getting the funding that they had requested.

**Alex Russin** of Box 1323 spoke in favor of more funding for public safety.

**Nicole Songer** of the Cordova Family Resource Center thanked Council for the \$10,000 in funding for them.

**Barb Jewell** spoke in support of the Council putting in more toward school funding as they are budgeted at less than what they asked for.

**Nicole Songer** read a letter into the record from **Bob Rodrigues** who urged Council to fund another officer.

**Cameron Hayden** of 1.7-mile Whittish Rd. spoke in favor of Council putting another officer in the budget.

**D. Adjournment**

Hearing no objection **Mayor Koplín** adjourned the public hearing at 7:10 pm.

Approved: January 20, 2021

Attest:

Susan Bourgeois, CMC, City Clerk

Regular City Council Meeting  
December 16, 2020 @ 7:00 pm  
Cordova Center Community Rooms A & B  
Minutes

**A. Call to order**

**Mayor Clay Koplin** called the Council regular meeting to order at 7:25 pm on December 16, 2020, in the Cordova Center Community Rooms.

**B. Invocation and pledge of allegiance**

**Mayor Koplin** led the audience in the Pledge of Allegiance.

**C. Roll call**

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

**D. Approval of Regular Agenda**

**M/Bailer S/Allison** to approve the agenda.

**Mayor Koplin** asked for a small adjustment, he'd be adding Lobbyist **John Bitney** as a Guest Speaker to give Council a legislative update.

Hearing no objection, the motion was approved.

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

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

**1. Guest speaker**

a. **Kristin Carpenter**, **Carol Hoover**, **Dune Lankard** presenting on EVOSTC Draft Resolution 20-D which is out for public comment – all three speakers spoke in support of the draft resolution and asked Council if they could comment in support before the comment period closed at midnight tonight.

b. Incident Management Team, Covid-19 update – CCMCA CEO, **Dr. Hannah Sanders** reported: 1) currently 4 Cordovans positive for Covid, they are all in a cluster; 2) Alaska has been vaccinating front line health care workers and Juneau actually had an allergic reaction – but the patient is fine now; 3) we are all now paying close attention and will follow the state guidance concerning vaccines and hopeful very many people will have the opportunity to get vaccinated in the next couple of months.

c. City Lobbyist **John Bitney** reported on the November election results and how the legislature is shaping up numbers/party wise. He expects it will be similar to how it has been of late with more moderate republicans teaming up with democrats especially around big policy issues such as budget. A big change though has been Governor Dunleavy and his administration's ideas about budget, he released a draft budget last week. He is still prioritizing PFD payments and budget reductions, but not on level as in the past – he has proposed 50% funding of school bond debt reimbursement. He has also supported Harbor Tier I grant – he has proposed a \$350 million bond package of transportation projects and he's left it up to the legislature to allocate that. **Bitney** said he is more optimistic going into this session than ever before that our Harbor project may get funded.

**2. Audience comments regarding agenda items**

**Mike Hicks** of Box 674 Cordova spoke in support of the Cordova Police Department.

**Barb Jewell** of mile 2.2 Whitshed Road said that since **Bitney** mentioned how school bond debt reimbursement is in the Governor's budget that Council could feel more confident in more fully funding some of the requests received in the budget, such as the school district and other departments.

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

a. CCMC Authority 2021 Draft Budget

CCMCA Chair, **Greg Meyer** reported: 1) Covid has been hard but a good relationship between CCMC and NVE-Ilanka has come from it; 2) financially there is a glimmer of hope, good leadership in **Dr. Sanders** and **Eric Price**, CFO is digging into things; 3) with Covid funds the board has approved a couple of million dollars of much-needed improvements to the facility; 4) the financial request of council is minimal and not for operations, it's for the underground fuel tank removal project; 5) 2020 year-end shows about a \$175,000 loss, they have cleared about \$1 million in net receivables and about \$1 million in payables. **Eric Price**, CFO, presented the 2021 CCMC budget.

**Alex Russin**, Superintendent, reported for the Schools: 1) 1<sup>st</sup> semester coming to a close, we are one of few districts around the state to have in-person learning with such continuity, we have the community to thank for that; 2) after the holiday break we will start online for 2 weeks as a precaution for travel over the holidays; 3) substitute teachers have been extremely difficult to find; 4) HVAC system project is nearing completion at the HS.

Questions: **Howarth** asked **Alex** to mention the grant they received that would be shared with the hospital.

**Russin** said they received a \$600,000 grant from the USDA, Rural Utility Services Grant – distance delivery and telemedicine, they will be upgrading technology equipment in the HS as well as all the devices the students use, and they are brainstorming with Ilanka and CCMC to share mobile telemedicine equipment – also working to share some with PWSC on the CNA program they have.

b. Link to *PWSRCAC Year in Review 2019-2020*

4. Student Council representative - written report in the packet.

### G. Approval of Consent Calendar

5. Resolution 12-20-44 A resolution of the Council of the City of Cordova, Alaska, supporting Points North Heli-Adventures Inc., commercial access on the Chugach National Forest

6. Minutes of the 11-18-2020 Council Regular Meeting

7. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Mayor Clay Koplin from the November 18, 2020 Regular Meeting

Vote on the consent calendar: 7 yeas, 0 nays. Sherman-yes; Schaefer-yes; Guard-yes; Meyer-yes; Allison-yes; Glasen-yes and Bailer-yes. Consent calendar was approved.

### H. Approval of Minutes – in Consent Calendar

### I. Consideration of Bids - none

### J. Reports of Officers

8. Mayor's Report – **Mayor Koplin** reported: 1) Cordova air museum – an original Cordova air plane was restored by the owner and they'd like to donate it to us if there was an air museum, also the original Cordova Air hangar is on Eyak Lake; 2) call with the Governor and discussed his budget – we're thankful for being included especially in some of the reimbursements, support through the pandemic, thanks for fisheries; 3) Second Street upgrade project will commence next year – between a \$10 million harbor project and an \$8 million road project those both help the economy out in town, with lodging, groceries, restaurants, etc. 4) thanked the board and commission applicants, more than seats available, which is nice and he appreciates people's interest.

9. Manager's Report - City Manager **Helen Howarth** reported: 1) mentioned the devastating landslides in Haines that killed three people which led her to ask **Leif Stavig** to investigate that for Cordova – he spoke to someone at the state and they will be bringing resources to Cordova to investigate our community – to assess the risk; 2) she offered to be chair of PWSEDD – she'll be in the position of helping set agendas, so she hopes community members will reach out to her if they want something brought up there – **Kristen Carpenter** is the ED with a Cordova office and she just hired a second staff member also Cordova-based ; 3) she thanked everyone who has worked on Covid these last 9 months, CCMC, Ilanka staff, the dynamic team we have here at City Hall; 4) she thanked **Cindy Appleton** for her service, she will be retiring at the end of this month after 15 years with the City; 5) Harbor grant opportunities have been identified, EDA, NOAA and others; 6) she ended with a recap of where we've been through these budget discussions: \$1.5 million problem when we began, raw fish tax down, sales tax down, bond debt reimbursement was eliminated (has now been put back in, but we didn't know that to start), Covid CARES relief from the federal government is unknown for next year, we wanted to keep existing services and not layoff any staff, no tax increases – how to do that while ensuring a balanced 2021 and also ensure sustainability into 2022 and beyond – not an easy task, we looked at a hiring freeze, not filling vacant positions including HR, a police officer (which hasn't been filled for a number of years), and someone in parks and rec. – we were hopeful to revisit the budget at end of first quarter after analyses could be completed and more certainty about some of the revenues might be known. She said it is a community effort, she appreciates all the comments that have come in, it will be council's task tonight to solve this.

**Mayor Koplin** reverted to the Mayor's report and asked for Council concurrence regarding the EVOSTC resolutions that we were asked to weigh in on, the deadline for that is tonight at midnight. There was Council concurrence to have the Mayor comment on all four resolutions on the online platform to suggest that more time be given for this important topic and more ability for public comment and for the Council to hear from EVOSTC directly on their plans.

10. City Clerk's Report – **Bourgeois** reported that in her written report she had an error – declaration of candidacy is in fact opening Friday December 18, 2020 and will close on Monday February 1, 2021.

## K. Correspondence

10. Alaska Municipal League award to City for distinguished Municipal Leadership
11. 11-22-20 Letter from K. Hayden re Police Department funding
12. 11-24-20 Letter from C. Hayden re Police Department funding
13. 11-27-20 Letter from M. Hicks re Police Department funding
14. 12-02-20 Mayor Koplin letter to Governor Dunleavy re Municipal Harbor Matching grant program
15. 12-07-20 Email from B. Shipman re Police Department funding
16. 12-07-20 Letter from Winters re Police Department funding
17. 12-07-20 Letter from M. Hicks re Police Department funding

## L. Ordinances and Resolutions

18. Resolution 12-20-42 A resolution of the Council of the City of Cordova, Alaska, adopting an operating and capital budget for fiscal year 2021

*M/Allison S/Bailer* to approve resolution 12-20-42 a resolution of the Council of the City of Cordova, Alaska, adopting an operating and capital budget for fiscal year 2021

*Allison* said he has 5 things he would like to propose as 1 amendment to the resolution and budget.

*M/Allison S/Bailer* to amend the budget by adding a fourth officer at \$120,000, add \$450,000 in revenue under school bond debt reimbursement from the state, increase the raw fish tax revenue by \$250,000 up to \$900,000, increase the sales tax revenue goal to \$3.1 million (up by \$170,000) and increase public accommodations tax by \$23,452, and zero out the transfer from the permanent fund (which had been \$773,452).

*Allison's* main points were that he feels we need another officer, and he didn't want to take money from the permanent fund. He sees these revenue increases as reasonable and we can get what we need without having to draw from the permanent fund. He also opined this could be revisited once more information is known about school bond debt reimbursement, Covid funding, raw fish tax and sales tax, then we could draw from the permanent fund at that time if necessary. *Bailer* said he supports a fourth officer and agreed with *Allison's* amendment and appreciated the work done to get there. *Schaefer* agreed with all parts of the amendment but was still uncertain about the police position. *Glasen* said he is in favor of all of that except for the way we pay for the police position - he'd prefer the alcohol, tobacco, marijuana tax pay for that and then the extra revenue that *Allison* found could give more to the school district. *Sherman* is in favor of the fourth officer, but she also has different ideas on how to fund it. All of the other items, she is ok with. Her ideas were to fund it from a few different things (increase the airport contract, remove some overtime, allocate some from alcohol, tobacco, marijuana tax), therefore, making it more sustainable as a position in the budget long term. *Meyer* is in favor of not drawing from the permanent fund, she is in favor of the added officer position but is also concerned that this budget has no human resources position funded and is missing a parks and rec employee and chip sealing is missing; she is ok with most of the revenue increases. *Guard* not opposed to some revenue increases; he would like to revisit this after the first of the year though - maybe more like structural changes to the police department instead of just another officer.

Vote on the motion to amend: 5 yeas, 2 nays. Meyer-no; Allison-yes; Bailer-yes; Sherman-yes; Glasen-yes; Guard-no and Schaefer-yes. Motion was approved.

*Meyer* asked how much the fee increases impact the general fund - the answer was about \$40 thousand if we started those later in the year. *Sherman* said even though she will support this, she still wants to revisit this in first quarter, and she wants to see council support the manager in evaluating all departments staffing levels and services provided.

Vote on the main motion as amended: 7 yeas, 0 nays. Bailer-yes; Sherman-yes; Guard-yes; Meyer-yes; Schaefer-yes; Allison-yes and Glasen-yes. Motion was approved.

19. Resolution 12-20-43 A resolution of the Council of the City of Cordova, Alaska, adopting City service fees, rates, and charges for the 2021 calendar budget

*M/Schaefer S/Allison* to approve resolution 12-20-43 a resolution of the Council of the City of Cordova, Alaska, adopting City service fees, rates, and charges for the 2021 calendar budget

*Schaefer* said it was hard to understand these without some history. She asked the City Manager if she could speak to this resolution. *Howarth* said the only changes were the 5% increases as asked for by Council to water, sewer, refuse. *Meyer* said she isn't comfortable with the 5% increases, but she will vote in favor as part of the process. *Sherman* agreed with *Schaefer* and said as a staff member it was always hard to look at these at year end along with budget, she suggested maybe in June or July we could look at graphs/charts over the years on some of these. *Bailer* said we need to look at Parks and Rec - he thinks there are inefficiencies there - he thinks rates need to be higher.

Vote on the motion: 7 yeas, 0 nays. Schaefer-yes; Sherman-yes; Bailer-yes; Meyer-yes; Allison-yes; Guard-yes and Glasen-yes. Motion was approved.



20. Resolution 12-20-45 A resolution of the Council of the City of Cordova, Alaska, requesting the State of Alaska adopt specific quarantine and isolation procedures for individuals testing positive for Covid-19, to enforce such mandate(s), and to establish uniform mandates that the City may rely upon in enforcing compliance with the State's quarantine and isolation mandate(s)

**M/Guard S/Sherman** to approve resolution 12-20-45 a resolution of the Council of the City of Cordova, Alaska, requesting the State of Alaska adopt specific quarantine and isolation procedures for individuals testing positive for Covid-19, to enforce such mandate(s), and to establish uniform mandates that the City may rely upon in enforcing compliance with the State's quarantine and isolation mandate(s)

**Guard** said he'd prefer Council discuss this later - this resolution was done at his request as part of a broader conversation.

**M/Guard S/Bailer** to refer this to staff.

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

#### M. Unfinished Business - none

#### N. New & Miscellaneous Business

21. Mayor's appointment and Council concurrence to City Boards and Commissions

**M/Allison S/Bailer** to concur with Mayor Koplin's appointments of the following:

**Trae Lohse** and **Sarah Trumblee** to the Planning Commission for terms through November 2023;

**Dave Zastrow** to the Parks & Rec Commission for a term through November 2023;

**Mike Babic** and **Max Wiese**, to the Harbor Commission for terms through November 2023;

**Jim Casement**, to the Historic Preservation Commission for a term through November 2023; and

**Krysta Williams** and **Arissa Pearson** to the Library Board for terms through November 2023.

**Allison** reminded the citizens that we are still looking for one for the Planning Commission. **Meyer** mentioned that Harbor Commission is only 5 so with projects coming down the line, she'd like to change Harbor to 7 members so we can add in these other strong applicants. **Bourgeois** said procedurally that is not possible to do tonight as it would require a change to City Code, but it could be done in the future. **Mayor Koplin** said that was a difficult decision for him for the Harbor Commission seats because he agrees it is nice to have a new perspective and some turnover, at the same time, he said the projects have been a long time coming and he appreciates continuity for that. **Bailer** also commented that these other applicants are certainly able to attend and participate in these meetings. **Meyers** said she does think that bringing new blood, new ideas in with big projects pending is a good practice.

Vote on the motion: 7 yeas, 0 nays. Glasen-yes; Bailer-yes; Meyer-yes; Guard-yes; Allison-yes; Schaefer-yes and Sherman-yes. Motion was approved.

#### 22. Discussion of COVID-19 Emergency Response

**Glasen** said he heard from some local citizens that are not in favor of the City mask rule and he would like to hear from more people to get all perspectives heard.

#### 23. Pending Agenda, Calendar and Elected & Appointed Officials lists

Discussions of boards and commissions and Harbor Commission specifically are to be added to the Pending Agenda - possibly expanding Harbor Commission to seven members and the ability to have lower quorums for a board or commission and even to have a range for membership (at least x and not more than y).

#### O. Audience Participation

**Barb Jewell** said she is grateful for deep conversations had tonight, she's grateful for everything the Council has done to keep the community safe over the last nine months. She thinks its very responsible to know the budget is missing some things and that they are willing to keep looking at it. Certainly, come May you will be hearing from the school board.

**Mike Hicks** thanked council for crunching numbers and getting creative, for looking at all the options.

**Kelsey Hayden** thanked Council for the hard work and time - agrees that detailed look at all the departments is smart.

**Alex Russin** superintendent - is hopeful that in the new year he can work with the City administration and get on the same page and be supportive of each other. He encourages Council to approve an ordinance to have the board and council meet formally twice a year.

**James Burton** thanked Council - these are hard things to deal with, he agrees with the budget amendment and the way it was passed tonight.

**Cameron Hayden** thanked Council for their solution tonight. He appreciates it.

#### P. Council Comments

**Glasen** thanked staff, **Helen** - she's in the worst seat at the table. Also thanked **Allison** for coming up with the amendment.

**Schaefer** thanked **Helen** for getting them through the process, thanks to those stepped up to serve on boards and commissions, thanks to **Cindy** for her years of service and congrats on retirement.

**Bailer** he doesn't understand the resistance to the fourth officer, everything he reads, those he talks to, there is no way to operate the police force without a fourth officer.

**Sherman** thanked **Helen** and staff; budget was a really difficult one. She'd like to continue discussions she'd like other positions filled too.

**Guard** thanked staff for helping them get this done. He has no issue with police or policing, he thinks all of our services need to be evaluated.

**Allison** appreciates all the comments, in writing and in person tonight. He thanked **Helen** and department heads and all the staff that worked on the budget.

**Meyer** it was a long evening, glad we got a budget passed, she's glad to have the fourth officer budgeted, she worries about the sustainability of our budget moving forward. School bond debt reimbursement news really saved us tonight. She really does want to revisit it.

**Q. Executive Session** - none

**R. Adjournment**

Hearing no objection **Mayor Koplin** adjourned the meeting at 11:01 pm.

Approved: January 20, 2021

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

**State of Alaska Tier 1 Harbor Match Program:** I have been working with John Bitney the last few weeks to keep our south harbor upgrade squarely in the sights of the legislature (which has still not fully formed its leadership just 4 days away from session) and Governor Dunleavy. I was able to schedule a call with the Governor on December 15<sup>th</sup> to discuss Cordova priorities, in particular the Harbor Tier I match in his bond package, which includes ports and harbors. I am cautiously optimistic that the administration will fund the Tier I program directly. We also discussed fisheries opportunities and he requested a one-pager for how the administration can help our efforts. I have been working with CDFU to prepare that summary.

**Covid-19:** I continue to participate lightly in Cordova COVID-19 response as need arises, including occasional weekly Fisheries industry meetings or Health and Human Services briefings. I touch base with Dr. Sanders periodically including participation this week in requests for Cordova vaccines from the State.

**AMHS Service:** I have not touched base with AMHS recently; the Kennecott is scheduled to resume service to Prince William Sound the last week of March followed by the Aurora on the 15<sup>th</sup> of April. This was one of the two alternatives I requested of the administration last fall. They made repairs and are scheduled to make one run a week to Valdez, and 3 or 4 runs a week to Whittier. The summer schedule has not been posted yet.

TO: City Manager/City Council  
 FROM: Harbormaster Schinella  
 DATE: 01/8/21  
 RE: 4th Quarter Activity Report Oct – Dec 2020

Annual Stalls Assigned: 660 out of 711 Total Slips 93% Occupancy as of 12/31/20

	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Total</u>
Vessels Charged Daily Rate	2	2	1	5
Vessels Charged Monthly Rate	1	1	1	3
Vessels Impound Status	3	3	3	3

Port Arrivals:

Shoreside	1	0	1	2
Samson Tug & Barge	3	0	1	4

	<u>Gallons</u>
Used Oil Collected (Jan-Dec)	18,905
Used Oil Collected (Oct-Dec)	2505
Used Oil Delivered (Jan-Sept)	13,385
Used oil shipped out (Jan-Dec)	5300

4 Vessels Towed  
 5 Vessels Pumped  
 2 Vessel Bilges Pumped

#### GENERAL ACTIVITIES

- Collected 18,905 gals of used oil in 2020
- Delivered 13,000 gals of used oil in 2020
- Shipped out 3025 gallons of used anti-freeze
- Delivered 1800 gals of used oil to High School
- Delivered 1200 gals of used oil to City Shop
- Towed 2 vessels
- Sent out monthly invoices
- Conducted security duties 15 times for Samson offloads
- Snow removal multiple times
- Re-bolted electrical pedestals at K-28,64,94,98,52,56,96,64 and I-82
- Reconnected finger float to main float at I-51
- Fixed rat nested cable on 3 stage hoist
- Repaired H-38 end bracket
- Installed new end cap, cleats at K-74
- Cleaned EVOS room
- Put 5 bags of absorbents through wringer
- Re-floated sunken vessel on L float
- Installed headache rack on truck and wired lights
- Had a Craig Taylor Tech in town to service the Harbor Skid Steer loader
- Met for a debrief about our submission for the Build Grant

- Pulled Northfill floating dock and moored it in the harbor
- We did not receive the build grant
- We were selected for the State matching grant
- Quarterly Travelift maintenance
- Received ten new 12 X 12 bull rails for Ocean dock bull rail replacement
- Picked up trash around dumpsters
- Alpine Diesel is working on an estimate to replace Ocean Dock ladders
- Attended council meetings
- Conducted 103 vessel lifts for 2020
- Shipyard restrooms are completed
- Installed new stall name tags
- Installed new walers at K-54
- Installed 5 new and washing stations in the harbor
- Removed all hand washing sinks for the winter
- Winterized the potable water system throughout the facility



- Conducted daily dock and facility rounds



Visitation: 1053

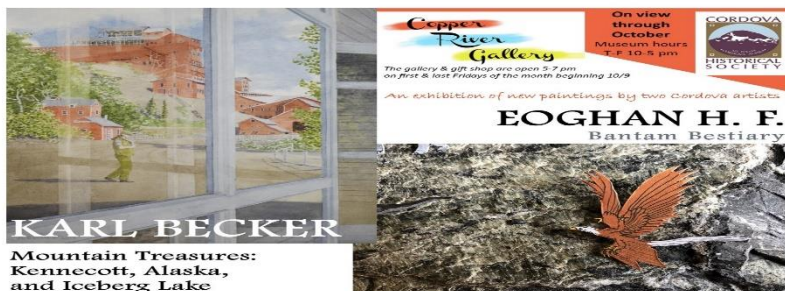
Last Year: 1654

Bidarki Bazaar helped in December!

- Visitors were from:
  - **Alaska:** Cordova, Wasilla, Fairbanks, Delta Junction, Anchorage, Wrangell
  - **United States:** PA, MN, WI, FL, MA, WA, OK, MT, WV
  - **International:**

### Copper River Gallery Events:

- Karl Becker & Eoghan H.F.



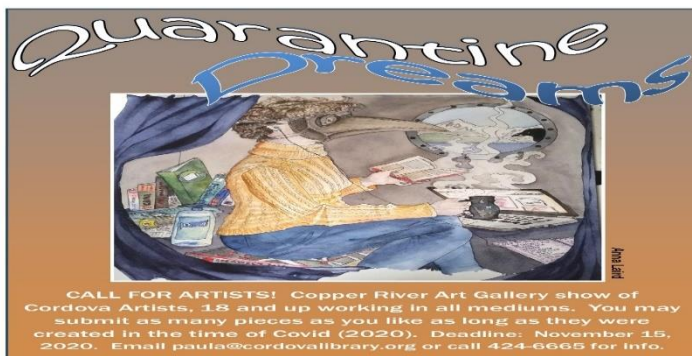
- Bob Ross Month



#### BOB ROSS MONTH Happenings!

Bob Ross Quilt display from Cherrywood Fabrics.  
 Cherrywood hand-dyed fabric quarters on sale in the gift shop November only!  
 Bob Ross inspired art exhibit by Cordova Artists.  
 Create a "Happy Little" Bob Ross painting with Copper River Canvas. (acquire at the Museum)  
 Bob Ross door prizes - Sign up when you visit the gallery to win!  
 Current Rythms dancers perform an original Bob Ross inspired dance in the gallery!  
 Museum hours: Tue-Sat 10-5, and first and last Friday evenings 5-7. 424-6665

- Quarantine Dreams





## Museum Accomplishments:

- 284 Cordova Historical Society members, 80 of whom are life members.
- The Bidarki Bazaar, held in the Cordova Center this year, over 3 weekends, proved fruitful for the museum and gallery. Safe and socially distanced events will be of great benefit moving forward through this pandemic.
- Ongoing update and maintenance of [copperrivergallery@zenfolio.com](mailto:copperrivergallery@zenfolio.com)
- Completed research projects for individuals and government agencies.
- Submitted weekly museum memories to the Cordova Times.
- Ongoing fabrication and installation of commercial fishing exhibit has continued with build of seine boat in progress. Including: Design for power block in progress, artifacts for deck winch, seine net, corks and rings. Collaboration with LFS to build a seine net.
- Ongoing:
  - Winter/Ski Hill exhibit
  - CR&NWR exhibit
  - Docks exhibit
  - Kennecott Mining exhibit
  - Gillnetting and Fish Counter exhibit
  - Installation of software for the Native language kiosk
  - Interpretive labels are being created to be installed summer 2021.
  - Developing content for monitors for Railroad, Ski Hill and Fish Counter
  - Reorganization of Archives/Research Room
- Design and Installation of Bank of Cordova Vault door, in process of creating interpretive labels.



Respectfully submitted by Marina Briggs, Director

# Museum Attendance

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
1981					2483
1982					2928
1983					2618
1984					1973
1985					1414
1986	221	682	1004	209	2116
1987					1677
1988	262	645	1326	345	2578
1989	238	629	1270	374	2511
1990	411	765	1534	415	3125
1991	445	936	1355	308	3044
1992	443	509	1857	705	3514
1993	281	1078	1481	406	3246
1994	608	1255	1726	452	4041
1995	458	882	2067	548	3955
1996	905	1897	2358	741	5901
1997	634	1216	2896	936	5682
1998	1047	4330	6502	906	12,785*
1999	1288	3948	4890	853	10,979*
2000	1076	1562	2931	740	6,309
2001	1185	2484	3777	934	8380
2002	1242	2343	4176	1155	8916
2003	1590	2461	4111	963	9125
2004	1839	3063	4907	1206	11,015
2005	1834	3071	5216	1508	11,629
2006	2355	2953	6,189	1771	<b>13,268</b>
2007	1919	3613	4166	1442	11,140
2008	2092	3210	4919	1476	11,697
2009	1543	2436	3618	1138	8735
2010	1121	1866	2735	1051	6773
2011	1569	2275	3314	862	8020
2012	1268	2128	2329	1068	6783
2013	952	1868	2868	1320	7008
2014	1548	1876	2527	1639	7590
2015	1291	1737	2033	2015	7076
2016	1680	2461	3039	1454	8634
2017	1115	2098	3070	1436	7719
2018	1279	2889	2599	1440	8207 **
2019	1511	2276	2902	1654	8343 **
2020	832	4	109	1053	1998***

\*Norwegian Cruise Lines

1996—School classes begin coming to the museum.

2009—Alaska Sightseeing Cruise West pulls out.

2015—Move to Cordova Center

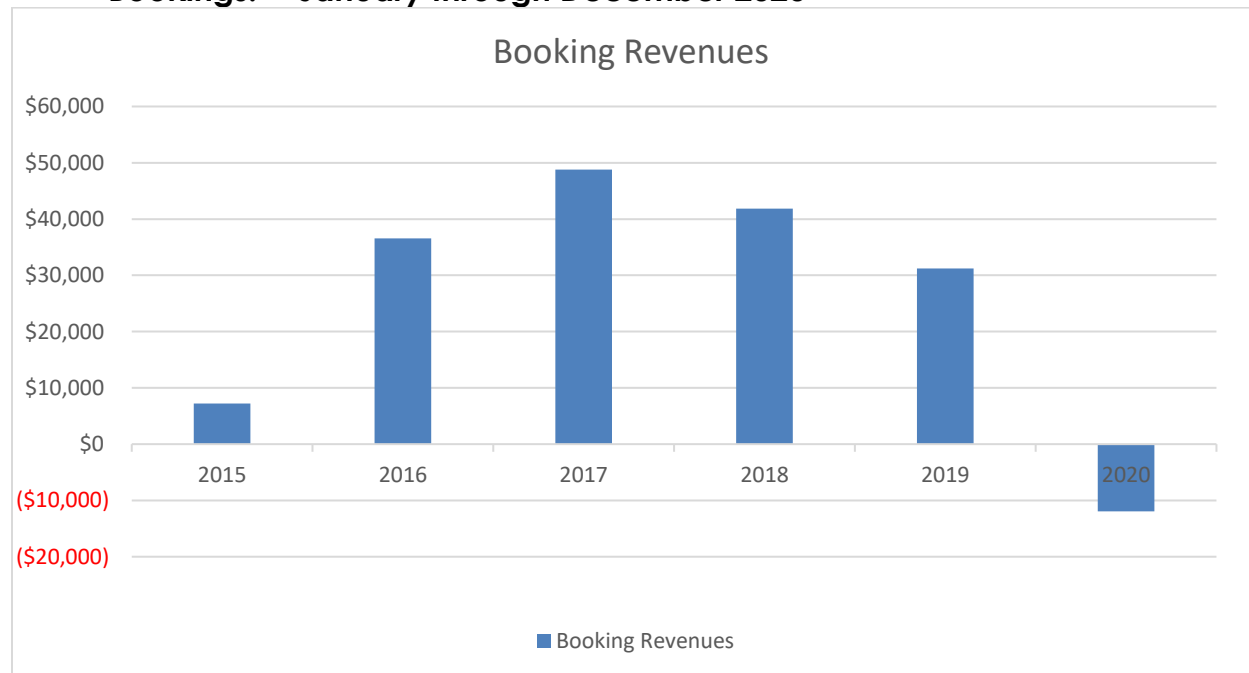
\*\* Not open on Mondays in summer

\*\*\*2020—Covid 19 Closure

## Cordova Center 4th Quarter 2020

The Cordova Center Events Management Team consists of Mimi Briggs, Malvin Fajardo and Paula Payne, With assistance from Cathy Sherman.

- Cordova Center **Use Policy**. Posted on website (thecordovacenter.com). Always continuing to make notes for year-end review.
- **Bookings: \* January through December 2020 \***



- **In-Kind:**
  - \$8,441.00 Scheduled City of Cordova Meetings & other space donations; Boards & Commissions, IMT and Council teleconferences took place.
  - Cordova Center Event/Meeting users \* 1,715 \* The Bidarki Bazaar brought in close to 1000 people over the 3 weekends. I suggest we keep a socially distanced Bazaar for the foreseeable future and continue to spread it over 3 weekends.
- **Donations:**
- **Grants:**
- **Landscaping:**
  - Work on Sally's Garden on the library side of main street continues with planting and landscape items installed.
  - Gardens and planter boxes on main street over-winter mode.
  - Garden on lower parking lot planted and maintained, over-winter mode
  - Bulbs purchased for 2021
- **Marketing:**

## Cordova Center 4th Quarter 2020

- Cordova Center Facility Guide being completed by graphic designer.
- Cordova Center Stat Sheet being completed by graphic designer.
- **End of Year Numers:**
  - -\$11,969.25 loss from cancellations due to Covid 19. 4<sup>th</sup> Quarter was the first positive number (\$845) since 1<sup>st</sup> Quarter.
  - In-Kind meeting spaces \$29,131
  - Number of people scheduled to participate in events & meetings 10,468.
- **Looking Forward to First Quarter 2021:**
  - **January:** Current Rhythms & North Star Dance Co. Classes Feeding Alaska
  - **February:** Current Rhythms & North Star Dance Co. Classes Feeding Alaska, Early Voting,
  - **March:** Elections, Current Rhythms & North Star Dance Co. Classes Feeding Alaska, Board of Fish

The Emergency Management team, the Medical Team, Department Heads and the City of Cordova's quick response and implementation of Covid 19 protocols, have kept the Cordova Center, Library and Museum open. Working together to best serve Cordova's citizens has been challenging and rewarding. Leading by example truly exemplifies The Cordova Center; the heart of our community.

Respectfully submitted:  
Mimi Briggs  
Cordova Center Events Team



# Public Works Report – Fourth Quarter 2020

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- Completed landfill permit renewal and new operating plan.
- Finalized new landfill groundwater and gas monitoring plan.
- Worked with Copper River Watershed Project to install new baler for recycling.
- Baling gill net web and Aluminum cans
- Working on securing funding for land fill equipment

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- Replaced hydrants- Woodland Drive, Ace Hardware-Council Ave, Breakwater Ave.
- Improved road to Murcheson catchment.
- Eyak water plant filters and pipe recoating and floor painting.
- Repair and fixed CTC sewer line.
- Purchased Case Excavator and new Chevy 2020 pickup truck with snowplow.
- Received Ursa Major Water System Excellence Award of 2019.

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- New street sweeper
- Chip sealing
- Drainage projects -Highland/Woodland, Spruce, Black Sheep, and 5th /Browning
- Relocation of community burn pile
- Construction of support pad for the new bathhouse facility at Odiak
- Guard rail replacement on lower Davis.
- Moving a 2-ton bank vault door for museum
- Removing, installing and repairing fish pens



- Working with Forest Service on land disposal process as they work to secure a new lease.
- Implementing new requirement for Certificates to Plats for all new plats.
- Looking into landslide risk assessment study possibility with the state funded by FEMA.
- Preparing RFP for small portion of land requested by adjacent property owner.
- Participating in State Airport Plan update.

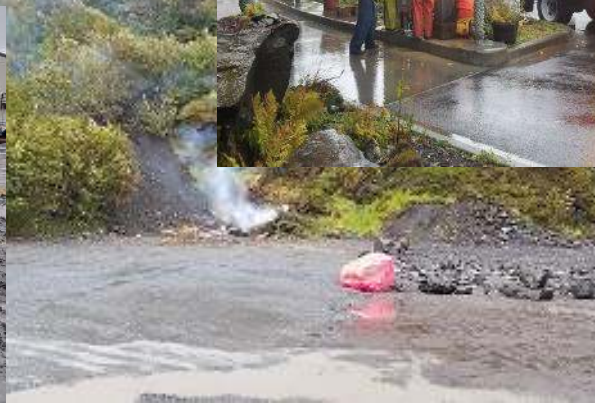


## Facilities

- Implemented COVID equipment and cleaning practices for all buildings
- Participated on the Emergency Response Team
- Shovel all flat roofs during snow event
- Modified CCMC bioswale to preventing flooding
- Completed all OSHA recommend repairs for all facilities
- FOB door access added for Fire Dept, CPD, & Troopers & Vent covers added in jail cells

- ☐ Hippy cove waterline relocation completed
- ☐ Cordova Center Stair Design, environmental, and interpretation signs work is moving forward
- ☐ Completed 7 COVID construction projects; and other small projects
- ☐ Second Street grant paperwork completed, environmental work will be beginning this year
- ☐ Received approval from ADEC clean water fund for loan to purchase refuse equipment
- ☐ Collaborated with CEC and CTC to provide OSHA approve training for confined space and trenching for ~40 attendees







# 4<sup>th</sup> Quarter 2020 Report



DEBBIE CARLSON, LIBRARY DIRECTOR

"LIBRARIES STORE THE ENERGY THAT FUELS THE IMAGINATION. THEY OPEN UP WINDOWS TO THE WORLD AND INSPIRE US TO EXPLORE AND ACHIEVE, AND CONTRIBUTE TO IMPROVING OUR QUALITY OF LIFE."

SIDNEY SHELDON

October, November, December, 2020

**THE LIBRARY EXPANDED HOURS**

**TUESDAY – FRIDAY 10-5 AND SATURDAY 12 -5**

**COMPUTERS, WIFI, BOOKS, MOVIES, MAGAZINES, E-BOOKS (THROUGH ALASKA DIGITAL).**

**COPIES, FAX, AND INTERLIBRARY LOANS**

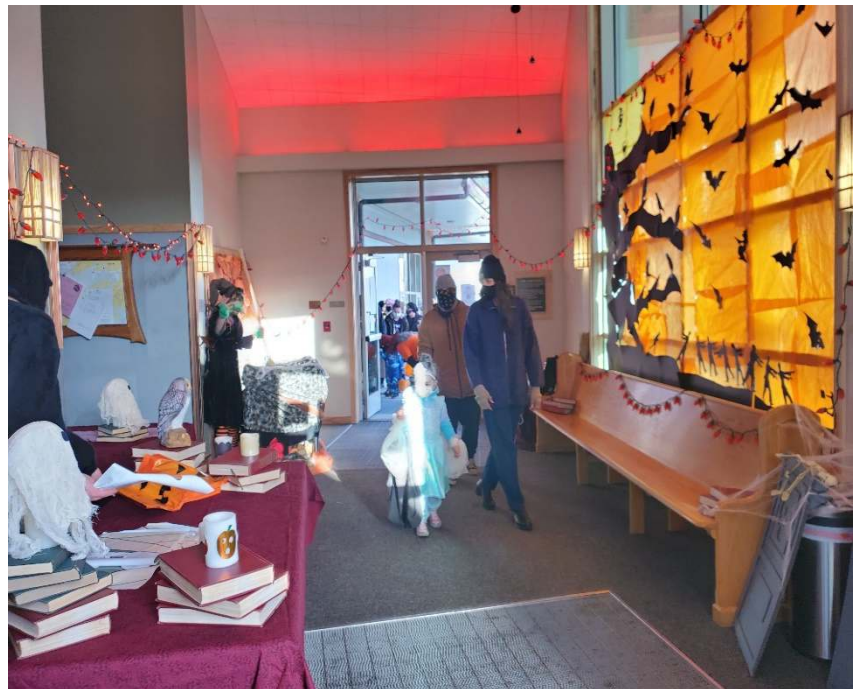
The library staff continues to offer *CURBSIDE DELIVERY*. Patrons can access the library card catalog online or request items from the librarians by topic or author. The librarians pull and processes the material and contact the patron for pick-up. This service is very popular, the circulation continues to increase each month.



**Community Event -**

**Trick or Treat for books**

**365 people**



**Checkout Statistics October 1,020 items**

**Interlibrary loans 30**

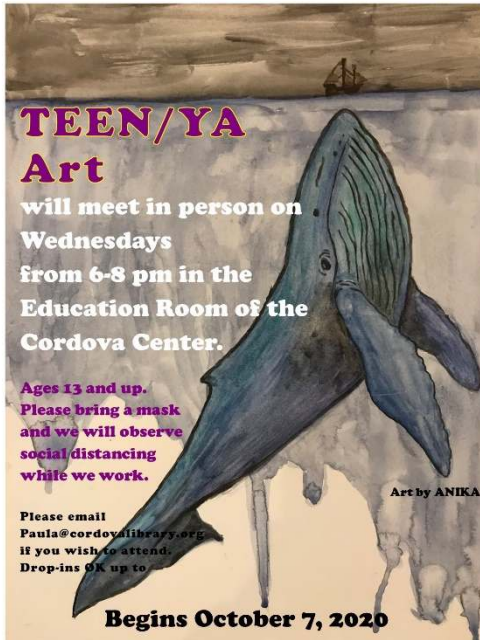
**In house usage 266**

In addition to being open and providing in house services and curbside Service, the library staff continue to deliver virtual programing through zoom and Instagram live

**\*Story time \* PJ read along, \* Poetry Night, \*Youth Poetry and \*Knit -Lit book club**

**October Virtual Programing statistics 239 people**

## In House Library Programing



Teen and Young adult Art with Paula Payne started October 7<sup>th</sup> on Wednesday evenings in the education room. 7 to 9 Students attend this weekly event.



Checkout statistics November 1,280

Interlibrary loans 40

In house usage 362

Virtual Programing 163

### Other Events -

- \* Online Children's book week with special readings on Facebook live from the staff 50+ participants
- \* Partnered with CCMC to create a Storyboard Forest to promote literacy and healthy lifestyles.

Checkout statistics December 957

Interlibrary loans 38

Virtual Programing 181





January  
February

- January and February 2020 started out like most.
- Iceworm, Valentines, School classes, Teen Art, Story times, Book clubs, After School Art...

March

- On Monday March 17<sup>th</sup> the Governor issued a mandate to close libraries and museums.
- March 18<sup>th</sup> Alaska State library webinar - finding safe ways for libraries to serve their communities during the pandemic. We started brainstorming virtual services. Laid out cleaning, organizing and inventory projects and a plan to stagger workers with disinfecting protocols between shifts.
- March 20<sup>th</sup> Assigned all staff both work from home tasks as well as in office projects. The State library increased online services for all Alaska Libraries, patrons, and schools. They also provided new opportunities for professional development courses while working from home.
- Staff worked with the schools to provide all students library card numbers and the passwords to access all the online resources available through the State libraries. In addition, we created and posted ads and links to these educational and book sources on social media.
- Everyone worked on virtual versions of their regular programming; story time, knit-lit book club, and art classes. We explored different interactive platforms. The State Library and the OWL (Online with libraries) provided videoconferencing support and continued to offer resources and training. Zoom meetings and webinars quickly became the "new norm."

April  
May

- April 2020 – Up and running – Virtual programming
- Teen Art started 4/14/20 via Zoom.
- Storytime live began 4/15/20 on Instagram live.
- Pajama Read Along began April 21<sup>st</sup>.
- The first virtual poetry slam April 27<sup>th</sup>.
- Library Phased Reopening Plan-Response to the COVID-19 Pandemic draft completed April 28<sup>th</sup>.
- May 2020 -Highlights
- All virtual programming up and running.
- Monthly poetry showcase added
- Library Mitigation plan completed
- Curbside Delivery plan approved by City Manager.
- Curbside began May 18<sup>th</sup>
- Summer Reading online registration
- Staff training on PPE, disinfecting, social distancing protocols, staff wellness checks and pre-shift screening logs were done the week of May 18th according to the Library Mitigation plan. Pre-shift screening logs will be kept by each worker on their computer.
- Supply list for phase 2 and 3 of library reopening created and submitted.

June  
July

- June 2020 Curbside Delivery - Circulation 6/1/20 to 6/23/20 256.
- Summer Reading Program started June 10<sup>th</sup>. Summer Reading on FB Live went Viral! – 650 views in June from all over the country!
- The library staff continues to offer curbside delivery. This service is very popular, the circulation continues to increase each month.
- The library staff continued to provide virtual programming. Story time, PJ read along, Poetry Night and Knit-Lit book club using zoom and Instagram live have been well attended with 198 participants
- Mitigation and phased reopening meetings and plans continue.

August  
September

- The community loves storybook forest. Patrons sent photos and comments through social media and email expressing their delight.
- The Cordova center and library re-opening phases and mitigation plans took shape in August and September with the arrival and installation of PPE equipment and furnishings, for the safety of staff and public.
- The Patron Computer bank which was “shoulder to shoulder” was removed and the 6 computers are now installed on the new desks, spaced throughout the library for social distancing.
- Some furniture was removed and put in storage.
- Protective barriers installed around the circulation desk.
- Staff workspace re-arranged for social distancing.
- Hand sanitizing available throughout library.
- Signage, schedules and adds created.
- Cleaning supplies received.
- Staff training on mitigation of material and cleaning procedures. – Computers, keyboards, headsets, sterilized between patron use. Desks, tables, chairs and restrooms and fogging.
- The library OPENED September 8<sup>th</sup> by appointment hours 10am-4pm Tuesday through Friday with the library closing at noon for cleaning. We received 150 people through the doors the first 11 days and continued curbside as well as virtual programming.

October  
November  
December

- Inventory of the *Entire* library completed
- The Library Expanded hours  
Tuesday – Friday 10-5 and Saturday 12 -5  
Computers, Wifi, Books, Movies, Magazines, E-books (through Alaska digital).  
copies, Fax, and Interlibrary loans
- Increased circulation with Curbside delivery.

Interesting Facts

- Although the number of patrons through the door is about 1/3 as same time last year, the number of materials checked out are considerably more - **2,300** checkouts for Oct & Nov. (2019 = 1,788)
- The Cordova library virtual programming went viral-with “views” from all over. A summer reading video had up to 850 views from all over the United States. One of the story time events had a family following from Spain.
- Quote from a librarian “For an introvert, pressing the button to go Live was *really* nerve-racking”

**To: Mayor and City Council**  
**From: Paul Trumblee, Fire Marshal/ Deputy Fire Chief**  
**Date: January 11, 2021**

**CORDOVA VOLUNTEER FIRE DEPARTMENT**  
**4th Quarter Yearend Report**

In this 4th quarter of 2020. The Cordova Volunteer Fire Department responded to 35 related Fire, Rescue, EMS calls for a service total of 197 member hours. Including emergency calls, the volunteers of the fire department participated in the regular Thursday night Meetings and WebEx meetings, and other activities for a total of 1936 member hours. Total calls and hours for the year, 151 calls and 3854 hours.

Not included in the total Member Hours are the On-Call Status for EMS and Fire Officers on Duty of 35,090 ytd hours. Equivalent to \$175,450.00

During the 4<sup>th</sup> Quarter 5 Fire Officers are training 8 new members a 280-hour Fire Fighter I course with 40-hour Hazardous materials training with a Scheduled test date in February 2021.

Partnerships between the Fire Dept. and Forest Service has allowed the Fire Dept. to acquire a 2014 Dodge 2500 pickup for \$12,000.00. This Vehicle was put into service after all Forest Service decals were removed and the \$5,000.00 Squad onboard video camera donated to the Police Department, and City Shop full service was completed.

Total Grant awards for this year of \$175,000.00 include the State Homeland Security Program (SHSP) awarded of \$99,000.00 for equipment and training, Emergency Management Program (EMPG) award of \$56,000.00 and COBank partnership with Cordova Electric CO-OP (CEC) awarded CVFD \$20,000.00 to purchase 15 full new sets of EMSs PPE

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

October 2020 ACTIVITIES		Attendance	Hours	Total People Hours
<b>Date</b>	<b>Thursday Meetings</b>			
10/1	Fire, Hydrant/IV training	23	3	69
10/8	Business	23	2	46
10/15	EMS, run reviews	9	3	27
10/22	Combo, halloween candy/EMS bags	15	2	30
10/29	Extra, dodgeball	19	2	38
	<b>Total</b>			<b>210</b>
<b>Date</b>	<b>Public Education Taught</b>			
	None			
	<b>Total</b>			<b>0</b>
<b>Date</b>	<b>Other Activities</b>			
10/1	Budget/FF1 discussion (Officers and BOM)	10	1.5	15
10/9	Accounting	1	3	3
10/22	maintenance	2	2	4
10/28	Nazarene church Hazmat check	1	6	6
10/29	FF1 prep	2	7	14
10/30	FF1 prep	2	5	10
10/30	Organize ambulance bay	1	4	4
10/31	Halloween Party	13	2.5	32.5
	<b>Total</b>			<b>42</b>
<b>Date</b>	<b>Fire Runs</b>			
10/8	20-017, public assist, Lock out	2	0.5	1
	<b>Total</b>			<b>1</b>
<b>Date</b>	<b>Ambulance Runs</b>			
10/8	20-104, body transport	3	0.5	1.5
10/9	20-105, diabetic problem	3	1	3
10/16	20-106, MVC	2	0.5	1
10/17	20-107, fall with injuries	3	1	3
10/25	20-108, fall from standing	3	1	3
10/25	20-109, lift assist	4	0.5	2
10/25	20-110, med transport	3	2	6
	<b>Total</b>			<b>20</b>
<b><u>Total hours for the month of October</u></b>				<b>273</b>

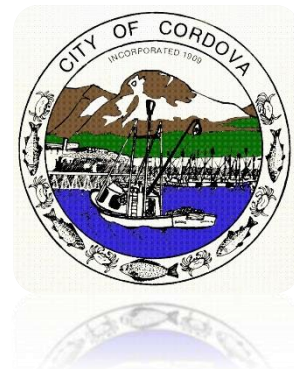
November 2020 ACTIVITIES		Attendance	Hours	Total People Hours
<b>Date</b>	<b>Thursday Meetings</b>			
11/5	Equipment Checks	15	2.5	37.5
11/12	Business Meeting	17	1	17
11/19	EMS Code Skills	13	1	13
11/26	Thanksgiving	0	0	0
	<b>Total</b>			<b>68</b>
<b>Date</b>	<b>Public Education Taught</b>			
11/2	FF1 Ch 1&2	12	3	36
11/4	FF1 Ch 3	13	3	39
11/7	FF1, PPE	12	8	96
11/9	FF1, Ch 4	9	3.5	31.5
11/11	FF1, Fire Behavior	10	4	40
11/14	FF1, Ch 9	11	8	88
11/16	FF1, forcible entry	7	4	28
11/18	FF1, forcible entry, Drags, PPE	11	3	33
11/21	FF1, Extinguishers, classes of fire	12	8	96
11/24	FF1, Skills Training	11	4	44
11/28	FF1, Ch 10	12	8	96
11/30	FF1, Ladders	11	4	44
	<b>Total</b>			<b>532</b>
<b>Date</b>	<b>Other Activities</b>			
11/4	EMS bay remodel prep COVID	2	6	12
11/5	Equipment Checks	15	2.5	37.5
11/8	Prop Building	4	6	24
11/9	Fire Behavior Prop Building	2	2	4
11/11	FF1 Prop Construction	2	3	6
11/11	Prop building	3	6	18
11/12	Inventory Organization	1	6	6
11/13	Prop Building	1	4	4
11/13	Inventory Organization	1	3	3
11/16	Inventory Organization	1	2	2
11/19	Run Reviews	13	1	13
	<b>Total</b>			<b>130</b>
<b>Date</b>	<b>Fire Runs</b>			
	<b>NONE</b>	0	0	0
	<b>Total</b>			<b>0</b>
<b>Date</b>	<b>Ambulance Runs</b>			
11/5	20-112, Med Transport	2	2	4
11/14	20-112??, Lift Assist	3	0.5	1.5
11/17	20-113, Lift Assist	6	0.5	3
11/18	20-114, Lift Assist COVID-19	3	1	3
11/19	20-115, Med Transport COVID-19	3	1	3
11/22	20-116, Death Investigation	9	2	18
11/24	20-116??, Fall Call	3	0.5	1.5
11/24	20-118, Heart Issue	4	1	4
11/27	20-119, Med Transport	3	1	3
	<b>Total</b>			<b>37</b>
<b>Total hours for the month of November</b>				<b>766</b>



December 2020 ACTIVITIES		Attendance	Hours	Total People Hours
<b>Date</b>	<b>Thursday Meetings</b>			
12/3	Fire, FF1 skills practice	17	4	68
12/10	Business meeting	22	1.25	27.5
12/17	EMS, immobilization	17	2	34
12/24	Combo, cancelled	0	0	0
12/31	extra, cancelled	0	0	0
	<b>Total</b>			<b>130</b>
<b>Date</b>	<b>Public Education Taught</b>			
12/2	FF1 CH 13	11	2	22
12/5	FF1 CH 12	11	8	88
12/7	FF1 CH 14	8	4	32
12/9	FF1 CH 15	9	4	36
12/12	FF1 CH 16	12	8	96
12/14	FF1 CH 19	10	4	40
12/16	FF1 CH 18	10	4	40
12/19	FF1 CH 17	10	8	80
12/21	FF1 CH 21	10	4	40
12/23	FF1 CH 20	9	4	36
12/28	FF1 CPR refresher	9	4	36
	<b>Total</b>			<b>546</b>
<b>Date</b>	<b>Other Activities</b>			
12/3	clean and restock ambulance	1	6	6
12/5	FF1 prop building	2	3	6
12/7	FF1 prep	1	1	1
12/7	Treasurer admin	1	2	2
12/10	Restock ambulance	1	2.5	2.5
12/10	Officers meeting	4	0.5	2
12/10	Apparatus inventory	14	1	14
12/17	Policy and Procedure	2	1.5	3
12/17	Rearrange medical supplies	1	3	3
12/18	cleaned ambulance	1	4	4
12/19	Treasurer admin	1	2	2
12/19	Pig roast	7	5	35
12/19	Divy Pig	29	1	29
12/20	Treasurer admin	1	3	3
12/27	Treasurer admin	1	4	4
12/28	Ambulance Inventory	1	4	4
12/30	Clean SAR locker	2	3	6
	<b>Total</b>			<b>127</b>
<b>Date</b>	<b>Fire Runs</b>			
	NONE			0
	<b>Total</b>			<b>0</b>
<b>Date</b>	<b>Ambulance Runs</b>			
12/2	20-120, MVA	14	2.5	35
12/3	20-121, Med Transport	3	2	6
12/5	20-122, Heart problems	4	1	4
12/7	20-123, lift assist	6	1	6
12/12	20-124, lift assist	6	1	6
12/13	20-125, welfare check	2	1	2
12/13	20-125, lift assist	4	1	4
12/14	20-126, Med Transport	2	2	4
12/20	20-127, Seizure	2	2	4
12/21	20-128, DOA	4	1	4
12/22	20-129, Heart Issue	3	1	3
12/23	20-130, Heart Issue	3	1	3
12/24	20-131, Med Transport	2	2	4
12/24	20-132, Overdose	9	2	18
12/25	20-133, Med Transport	3	2	6
12/27	20-134, ETOH withdrawal	3	1	3
12/27	20-135, Laceration	5	1	5
12/28	20-136, Med Transport	2	2	4
12/29	20-137, Med Transport	2	2	4
	<b>Total</b>			<b>125</b>
<b>Total hours for the month of December</b>				<b>927</b>

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

DATE: 1/12/2020  
TO: City Council and Mayor Koplin  
FROM: Susie Herschleb / Director of Parks and Recreation  
RE: 4<sup>th</sup> quarter report / 2020



Dear Council and Mayor Koplin,

We anticipated a lag in the 4<sup>th</sup> quarter of 2020 for 2 reasons. We granted 6-month extensions to all passholders in 2020. The highest percentage of our passes are sold in November during the annual 20% discount month. Most of the discounted passes will expire in June and July of 2021. We may see a boost in pass sales in June and July as a result. In the 4<sup>th</sup> quarter of 2019, we brought in \$55,800.00 in pass sales for the Pool and Bidarki combined.

The Parks and Rec Dept. offered 20% discounted passes the last 2 weeks of December, promoting Recreation facility passes as a great gift! This promotion boosted sales only slightly. We had several requests to use Cordova Cash to purchase passes. It was tough to turn them away.

The second reason we anticipated a lag in the 4<sup>th</sup> Quarter, is because Bidarki closed for 42 business days (October 12<sup>th</sup> – November 23<sup>rd</sup>) for renovations (Cares funded).

Interestingly, we have been selling several passes to new (to our facility) locals! We are seeing usage increase steadily every day and hope to **stay open**! For the most part, we see close adherence to our safety strategies. I commend staff for diplomatically reminding those who need it; all respond in good spirits and are very happy to be using the facility.

We have been getting requests to lengthen the pool schedule by an hour on Tuesday and Thursday nights during Family swim, we will be addressing this very soon. We are eager to hear from our lifeguard certifying body (Jeff Ellis and Associates). We understand they are planning a lifeguard **trainer** class in Anchorage soon. Keeping lifeguards certified has been difficult nation wide during Covid, and even more challenging in a rural area.

Parks maintenance is busy wrapping up our Covid projects. Pictured is the Parks and Rec. Department's new On-site Hypochlorous Generator. We can produce enough hypochlorous acid to fog all City facilities and fill hand sanitizing stations as well. Located in the back of Bidarki Rec Center, it is relatively small and seems to be running very well! We purchased it from the company who manufactures our UV system and saltwater generator at the Pool. We have a great working relationship with them, they provide technical support quickly, any time we need it.



**City of Cordova**  
**PARKS AND RECREATION DEPARTMENT**  
**4TH QUARTER REPORT**

REVENUE DISTRIBUTION	OCTOBER	NOVEMBER	DECEMBER	TOTALS
BIDARKI ENTRANCE FEES	966.73	325	3537.88	4829.61
POOL ENTRANCE FEES	1517.85	1125	1175	3817.85
SKATER'S CABIN RENTAL	125	25	75	225
FISHERMANS MEMORIAL				0
POOL MISC				0
BIDARKI MISC				0
CAMPER PARK DEPOSIT	780			780
CAMPER PARK FEES	839.67			839.67
HOLIDAY BAZAAR		280	310	590
PROGRAMS			5	5
MONTH / QUARTER TOTAL	4229.25	1755	5102.88	11087.13

VISIT TOTALS	2020	2019	DIFFERENCE
BIDARKI REC CENTER	660	6409	-5749
BOB KORN POOL	797	2096	-1299

\*\*Bidarki Rec Center was closed for 7 weeks; 42 days total, in the 4th quarter to replace the floors (Cares funding).



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

# CITY OF CORDOVA

## *Office of Chief of Police*

From: Nate Taylor, Chief  
To: Mayor and Council  
Via: Helen Howarth, City Manager  
Subject: 4th Quarter 2020 Police Report  
Date: January 14, 2020

### PERSONNEL:

The department is still short one officer and is actively trying to fill that position. Officer Daniel Fiser was hired in October and will be attending the DPS two-week lateral academy in Sitka at the end of January. He is a great addition to our team and seems to be adjusting to our community well.

### PATROL:

The Cordova Police Department responded to a total of 232 calls for service during the 4th Quarter of 2020. This is up from the 158 in FY18. The increase in calls is largely due to having more officers on the street. From these calls 13 arrests were made, up from 4 arrests in FY19.

### DISPATCH:

Our dispatch team has been working to refine their paperwork process and integrate our new records management system into their workflow. Dispatch supervisor June James has been training to be a victim advocate in order to support our local sexual assault team.

### JAIL:

The monitoring and diversion programs have been working well. We currently have several people on remote alcohol monitoring which was recently upgraded by the state to handheld cellular units which work very well.

The department made 13 arrests which accounted for 63-man days in the jail facility this quarter.

TRAINING:

We have been conducting inhouse training at no cost wherever we can and continue to look for any cost-effective opportunities that are out there.

DMV:

The DMV office had 439 paid transactions this quarter by 449 customer's totaling \$21,347.00. \$9,071.70 of that was the city's share.

PROJECTS / EQUIPMENT:

Officer Hayden and K9 "Eyak" completed a four-day Alaska State Trooper K9 recertification course Fairbanks. This allows Officer Hayden and Eyak to continue to work as a drug detecting team. Eyak also had his first "find" in the field this quarter which allowed us to arrest and charge an individual with possession of Methamphetamine and Heroin.

Our department has been working closely with the US Postal Inspectors and the Anchorage Airport Drug Interdiction Unit over the past few weeks. As a result, over an ounce of Heroin and over 15 grams of Methamphetamine have not made it to Cordova.

Officer Hayden has been on light duty for several weeks and has used this time to organize our building and greatly increase our usable space. Soon we will be doing some light remodeling which should give our facility an internal facelift and make our lobby more aesthetically pleasing.

Respectfully,



Nate Taylor  
Chief

**Table of Contents for 19 Letters Concerning 2021 Budget  
sent too late for inclusion in the December 16, 2020 meeting packet  
however, these were emailed to all council members upon receipt**

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## Susan Bourgeois

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**From:** Melina Meyer  
**Sent:** Thursday, December 10, 2020 2:18 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: Cordova Police Department... or lack there of???!!

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

---

**From:** Anica Estes <cdvrks@gmail.com>  
**Sent:** Thursday, December 10, 2020 12:22:06 PM  
**To:** Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>; David Allison <councilseatf@cityofcordova.net>; David Glasen <councilseatg@cityofcordova.net>; Helen Howarth <citymanager@cityofcordova.net>  
**Subject:** Cordova Police Department... or lack there of???!!

Good morning; I am writing in absolute disgust of the thought our Cordova Police Department is looking at not being fully funded, again. The fact our officers have survived a year being overworked and underpaid, doesn't mean they can or should continue to do so. We are at a VERY HIGH risk of losing our officers AND their families! They are burnt out. Their families are burnt out!

The city did a survey and the survey CLEARLY stated more police presence! What wasn't understood??? Why do an expensive survey if the results aren't going to be heard? The city asked the community; the community spoke??? Who's listening? It's like the current election... folks don't like what the outcome was, so they just ignore it, buck it, tweak it and create an alternative scenario.

I suggest the city manager and council put themselves mentally and physically in the officers shoes and work the hours they work, shadow them, carry their pagers, be on call the countless days they are on call, day in, day out without a day off. I suggest you think of your wife, your husband, your children, the countless activities you'll miss out on, the relaxing beer in the evening you can't have, and let it sink in how absent you would be from your family because you are forced to work nonstop. Police officers aren't a seasonal position... they are full time jobs and the few we have cannot continue to be taken advantage of.

What the City Manager and Council are proposing is completely and utterly LUDICROUS! We are a town of 2000 and we grow exponentially in the summer! We DO NOT have enough officers and we haven't for quite some time. Cordova police officers are the lowest staffed and lowest paid group around! We have a pending



hire that Cordova will most likely lose if he isn't brought on soon; we've had a pending Police Chief for months, a local family man that has stepped up and has done a great job! Why hasn't Nate Taylor been made the permanent chief? Cordova is at very high risk of losing a potential hire and a well-qualified chief soon. We are at risk of losing our entire police staff.

How will this town continue to function when the few officers we do have leave? From what I've gathered it takes a significant time to hire an officer.... picture all officers leaving within a 6 month period because they are sick of being raked through the coals. That's what Cordova is facing; NO POLICE!

Cordova is facing budget cuts; find somewhere else to cut. Cut the City Center; make staff work from home and shut that place down. Pull from the permanent fund. It's there and will most likely be reimbursed with the pending CARES funds, use the fund because a safe Cordova should be priority!

Do what's right; keep Cordova a priority. Keep Cordova Safe. The community spoke. Listen.

Anica Estes

## Susan Bourgeois

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**From:** Bryan Mills <bryanmills84@gmail.com>  
**Sent:** Thursday, December 10, 2020 4:24 PM  
**To:** Tom Bailer; Cathy Sherman; Jeff Guard; Melina Meyer; Anne Schaefer; David Allison; David Glasen; Susan Bourgeois; Clay Koplin  
**Subject:** Comments re: budget and police department

Hello Council,

I'm writing to voice support for our hardworking police department, and I'm advocating for a staffing level that allows our officers to live and thrive in Cordova. The current proposal to slash the department budget and fund only three officer positions creates a burden on our current officers that is damaging to them personally and to their families, leads to burnout, and ultimately will make Cordova less safe as we lose good officers and struggle to find more.

When I sat down to write this email over two hours ago, I intended to write at length about the reasons for my support of an absolute bare minimum of four officers in addition to a chief for our Police Department. Five would be preferable. Unfortunately my life is very hectic these days and I won't be able to do that.

Instead, I would like to point you again to the letter you received from Kelsey Appleton Hayden. She is a fiercely loyal Cordovan, and as a Police Department spouse, she has more insight into the impact of an understaffed Police Department than almost anybody else in this town. I have read and understood her thoughts and feelings on the matter, and I would like to add my voice in support of the issues that she raises and her reasonings behind them.

Bryan Mills  
104 B Whiskey Ridge Rd.

## Susan Bourgeois

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**From:** Melina Meyer  
**Sent:** Thursday, December 10, 2020 2:19 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: Cordova Police Department Funding

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

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**From:** christopher canaski <ccanaski@hotmail.com>  
**Sent:** Thursday, December 10, 2020 2:48:25 PM  
**To:** Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>; David Allison <councilseatf@cityofcordova.net>; David Glasen <councilseatg@cityofcordova.net>; Clay Koplin <mayor@cityofcordova.net>  
**Subject:** Cordova Police Department Funding

Honorable Mayor and City Council members,

I recently read on social media, there is a debate on funding for the Cordova Police Department budget. Cordova and the citizens remain near and dear to me and I made many life-long friends and acquaintances during the two years I served as Police Chief.

When I arrived in 2008, the department was staffed by 2 officers. Those officers were very dedicated to the community; however, the officers became weary from the many hours worked.

We worked with the city council, city manager and the public to fully staff and modernize the department to provide 24/7 professional service. Police officers, like everyone else, deserve off days and downtime for their families, mental and physical well-being and to enjoy everything Cordova and Alaska has to offer.

Cordova, like many other small towns in Alaska and across the country do not have high crime rates; however, violent crime does exist and did when I served as Police Chief. Having an under-staffed police department can be life-threatening for police officers having to respond to dangerous incidents without back up officers.

In 2010, two Hoonah officers were shot and killed by a barricaded suspect. During my tenure, we had a barricaded suspect in Cordova with shots fired. Fortunately, we were well staffed and being in the winter months, Alaska Wildlife Troopers were available.

In closing, Cordova is a great community and wonderful place to raise a family. I ask you to consider my email during your budget meetings.

Sincerely,

Christopher Canaski  
Hancock County, Mississippi

## Susan Bourgeois

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**From:** Melina Meyer  
**Sent:** Thursday, December 10, 2020 2:19 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: Cordova city budget

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

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**From:** heather richardson <heatherrichardson.alaska@gmail.com>  
**Sent:** Thursday, December 10, 2020 3:11:15 PM  
**To:** Melina Meyer <councilseatd@cityofcordova.net>  
**Subject:** Cordova city budget

## Hello-

My name is Heather, and I am writing to show my concern for our police force. I may not know a great deal on what it takes to make our city budget- but I do know cutting funding to the police is in no way acceptable. We filled out surveys and I thought this would help show what the community wanted more of. And that is a police presence. I want to live in a place I know is safe. I want to know ems can come to an accident or a call when they are needed, what happens if an officer isn't available? I would be scared to think the ems wouldn't be able to answer their call. What I have noticed is a revolving door of officers over the years. Over worked officers, I've seen great cops leave. Cordova may be small, but we need an adequate law enforcement, and the city seems to be failing at putting one together and keeping them due to money. This saddens me and I hope if anything, you can see Cordova needs you to reconsider your decision on cutting the budget to the force.  
-heather

## Susan Bourgeois

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**From:** Melina Meyer  
**Sent:** Thursday, December 10, 2020 2:19 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: Raw Fish Tax

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

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**From:** James Burton <james.burton@ymail.com>  
**Sent:** Thursday, December 10, 2020 2:04:51 PM  
**To:** Mayor & City Council <Mayor&Council@cityofcordova.net>  
**Subject:** Raw Fish Tax

Hi again,

Unless there's a strong basis for the projection for raw fish taxes, I suspect it could be low. We have forecasted pretty dismal raw fish tax returns in the past, only to be surprised by a rather large "windfall" instead. I'm not saying you should be expecting 1.2 or 1.3 million dollars, but 650k seems low to me. When you are making decisions that ultimately ripple through the entire Cordova budget - your confidence in those numbers should be high. Just looking at the budget, mine is not. I do not have faith that you're getting all available information.

For instance, for the first time in several years we didn't have a massive floating processor segment in PWS. As you know (or maybe don't) raw fish taxes from floaters are distributed differently than shore based plants. The lack of a floater suggests that at least Trident continued to bring a good volume through its Cordova plant. Factors like those have a profound impact in the distribution of raw fish taxes back to the communities. The merger of two major producers (Ocean Beauty and Icicle) forming OBI Seafoods changed the fleet dynamic and size, and it's unknown whether that redirected a larger market share through Cordova's plant. Another aspect to consider is the fact that 60N is growing in size, and its partnership with Northport and others is bringing a good volume of groundfish over the docks in

Cordova. Unless these nuances are addressed in the estimation of a raw fish tax figure, the compounding effect of all of them could lead to a sizable difference. Note that I'm not saying it will, I'm saying it could.

We've gotten this wrong in the past - in both good and bad ways, and following 2013 for instance - hadn't accounted for how many fish were shipped out of PWS on a record year. We forecasted a 1.6M conservative estimate and came in several hundred thousand dollars lower. It's worse to overestimate for certain, but it's a detriment to not flesh out the data fully and have it impact job positions and lives in Cordova. If it was as simple as basing it off of the total salmon volume and revenue in PWS, this would be an easier task. Unfortunately it's not; there are many moving components in raw fish tax revenue. There is no way to correlate tax revenue as a fixed proportion of total volume and revenue for the reasons listed above.

If you don't have high confidence in that figure - which you're using to forecast the budget deficit - you need to get the information in front of you that forms the basis for that amount. Anything less, and you are inviting budget discussion worries that may be unwarranted or significantly less in the first place. Having said all of that, I will also concede that the manager and finance director could've provided information in executive session or a memo that I can't (or haven't) seen. Regardless, I felt compelled to bring this up and at least hope for some further investigation. You likely won't plug the entire budget hole, but solutions change and certainly you'll feel less hopeless if my optimism is right on this...

Thanks,  
James

## Susan Bourgeois

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**From:** James Burton <james.burton@ymail.com>  
**Sent:** Wednesday, December 9, 2020 1:37 PM  
**To:** Susan Bourgeois  
**Subject:** Police Department Funding

Hi Susan, I hope you are doing well! Can you please forward my e mail to council?

Thank you,  
James

Members of Council, Mayor of Cordova,

I have the unique experience of both serving as a colleague of yours on council, and as a law enforcement officer in Alaska. Interestingly enough, a seemingly short 10 years ago I was offered the interim Chief of Police position in Cordova by then Manager Mark Lynch. (I declined for my own reasons) As a member of city council, I've sat through grueling budget discussions, and shortfalls in the past. I did not like the position then, and I do not envy your position now. Before I proceed, I want to thank you for the often thankless position you occupy.

Having said that, since my departure, the police department has already lost one position. The idea of cutting another is insane to me. Not long ago, at least some of you served on council in times of increased drug issues in Cordova. Myself, along with many other citizens in the community advocated for an increase in focus on drug crime prevention. It takes resources to do that, both funding and people. Why would we ever depart from the idea that we want Cordova to be a safer community, with adequate coverage and visibility to help prevent criminal activity, thefts, to be able to quickly respond to crimes, EMT calls, fire calls, etc...? Have you ever called the police department in Cordova when you needed someone, only to find out there was no one on duty - they were on standby or not available at all? I have. When minutes count, you don't want it to be your family member that needs help - and no one is coming. I think it's lost on some people in this country, especially with the "defund the police" mantra floating around out there, that law enforcement isn't just about putting a bad guy in jail here and there. The duties of law enforcement officers, whether in the spotlight, or behind the scenes are numerous. I'd be happy to provide a laundry list if that would be helpful.

You cannot look solely at the cost of one position as a budget balancing maneuver. Aside from the fact that Cordova LEO's are already grossly underpaid, understaffing the department is the next worse thing you can do. Burnout is a real thing. It's far more prevalent in a career where holidays don't really exist, time off isn't a guarantee, weekends and evenings with family, and just time to be a human being are undervalued if they are to be had at all. What are you going to do when you overwork the good ones you have left and they take off for a better funded department? You'll unintentionally create a "stepping stone" department where you'll continually waste money to recruit and train new officers, double up personnel on field training, finally develop a good officer - only to drive them away and repeat the process all over again. When I was working as a State Trooper they pegged the cost of getting a recruit through training and their probationary period somewhere between 100 and 200,000 dollars. While I know the pay scale isn't quite the same today and those costs are significantly higher, I would bet that the true cost of training a recruit in Cordova isn't much lower. The Sitka ALET Academy price tag barely scratches the surface. Turning the department into a revolving door isn't going to help the city budget in the long run. If you need a financial reason to NOT cut a fourth position, there you have it. You're already understaffed at 4 officers (not including the Chief).



I would also like to remind you that your community in past town hall meetings - and from what I gathered from the policing survey - wanted 24/7 coverage. Why? Prevention. Response times. Patrols. Drug interdiction. The ability to reasonably investigate thefts. The list goes on...

While budget balancing is comprised of tough decisions, adequately staffing your police department should be an easy one. One of the primary responsibilities of government is securing safety and otherwise promoting the general welfare for its citizens. Though the terms "police," and "law enforcement" are used in discussion, your department is a *Public Safety* Department. The duties go beyond what volume your call logs show, the number of 911 calls received, the number of arrests and traffic stops. Those are certainly important metrics, but do not lose sight of the overarching role that your officers play in the community. And do not forget what your community asked for.

If there's a need for discussion on this topic, feel free to reach out to me through e mail or my cell phone. The city clerk, several councilors and mayor have it if you don't. I encourage you to not only keep the position you're deliberating now, but to add the 5th position back as soon as resources allow it.

Perhaps a ride along with one of your officers will help shed some light on what a *routine* day entails. From calls for service, followup investigation, civil standbys, subpoena and writ of assistance service, counter calls, patrol, evidence custodial duties, court appearances, jail custodianship - among a myriad of other activities that separate a desk position from an LEO position - you might gain a better understanding of what your people do for Cordova; and therefore understand the need for adequate staffing when extrapolated to get the closest to 24/7 coverage that your community asked for.

Respectfully,

James Burton

## Susan Bourgeois

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**From:** Julie Reynolds <alaskiejulie@gmail.com>  
**Sent:** Thursday, December 10, 2020 2:56 PM  
**To:** Susan Bourgeois; Tom Bailer; Cathy Sherman; Jeff Guard; Melina Meyer; Anne Schaefer; David Allison; David Glasen; Clay Koplin  
**Subject:** Police Department funding

Dear City Council members, Mayor Koplan and City Manager,

Please, please approve funding the Cordova Police Department for five officers and a chief. Having a solid presence in the community, time for outreach, as well time for well-deserved breaks, is a must for a safe and healthy town.

Thank you for your time and service.

Cordova-lovin' resident since 2003,  
Julie Reynolds

## Susan Bourgeois

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**From:** Melina Meyer  
**Sent:** Thursday, December 10, 2020 2:19 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: Budget and the PD

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

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**From:** Cameron and Kelsey Hayden <cdvhayden@gmail.com>  
**Sent:** Thursday, December 10, 2020 2:59:29 PM  
**To:** Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>; David Allison <councilseatf@cityofcordova.net>; David Glasen <councilseatg@cityofcordova.net>; Clay Koplin <mayor@cityofcordova.net>  
**Subject:** Budget and the PD

Mayor Koplin and Council,

I've been listening into each budget work session, and found myself immensely disappointed last night. Ill try to be brief and concise, as I could go on all day but don't want to be redundant from my previously submitted letter.

I recognize you all are working with city dollars, and do not want to draw unnecessarily from the permanent fund. I greatly respect that.

But we face an unprecedented year. Im not sure what the permanent fund is for, if not for massive budget shortfalls amidst a pandemic and natural fisheries disasters.

This 4th position was budgeted for in 2020. It was offered to someone PRE hiring freeze. The fact that it can be frozen before we were even aware of the budget issues, speaks to someone working against the department.

To fund the 4th position (which should be the absolute base and bare minimum) you would have to draw from the permanent fund.

We heard from the city manager we are hopeful that additional federal dollars will come through to replenish that. Cares funding so far has covered first responders. Perfect.

Next year when we are hopefully back to some semblance of normal, and we are back to an over abundance of people in town for summer, cannery workers back on the streets, folks back in bars, we will see an increase in sales tax, ATM tax, and an increase in police needs. Its also an odd year, typically better years for fishing. I firmly believe we will not see the same revenue deficiencies at the end of 2021.

"Pausing" the hiring of the 4th position, means not hiring it and not funding it. I have zero faith in 2021 that if more money appears, the budget will be amended to add a 4th position. If you fund it, but the officer doesn't come on until the end of the 1st quarter, we saved say \$25k. This specific officer saves us roughly \$50k (Nate or Mike could give better numbers) in training costs because he is already a full fledged officer. He could start tomorrow.

We do not need to wait until January to hear from the community. You have the survey. You have responses from the community. They have spoken and they want an adequately staffed PD, and officers who can have down time. I have no real faith in community meetings happening either, as I have waited since August to hear of town hall meetings and community involvement the City Manager stated would happen. And it hasn't.

Further, any partnerships with the current committee will not result in funding in 2021. Those partnerships require a strategic look at the PD, over an extended period of time. I absolutely support a strategic look at the PD (and all departments). But a survey and a not public committee, arent strategic. Not funding a bare minimum position on the chance someone can "save" the PD and magically make money appear to fund an unbudgeted 4th position is fantasy.

We talk about 4 positions and a Chief like its some ludicrous overstaffing. It is the LOWEST budgeted staffing we have had in 15 plus years.

5 dispatchers exist, and existed before the Whittier/Girdwood contract, because that is what it takes to cover 24 hours a day.

4 ER nurses and 1-2 doctors exist to cover the bare minimum at the Hospital.

5 positions to cover 24/7, is not ludicrous. How many positions are there at the Library? At the Museum? Is it absolutely necessary for life and safety to have 4-6 positions in each of those departments? I dont advocate cutting them, I 100% those departments of the city. But council said they did not want to cut jobs and positions. Yet here we are, cutting one from a department that is crucial to the safety of Cordova.

I like the council's positivity in looking at the PD in the first quarter of 2021. I do not feel it. I already see time where the new officer will be at the academy for 2 weeks in February, and we will be down to 2 officers and a Chief (and not fulfilling the airport needs daily, so less money there). I see my husband once again, not taking any of his accrued 160 hours of leave (or 180 hours of sick leave). I see his pay stub looking like this years, with 250 hours of overtime for the year, and 1,300 hours of on call time. That is almost 39 weeks of 40 hour

days right there ALONE in OT and on call time. That is 3/4 of the year in OT and on call time. Not counting his 1800 hours of regular/night shift hours.

You want to talk about quality of life for our community, those hours are no quality of life for 4 of the people in this town who work 24/7 to keep you safe.

Last night, I brought some pizza to the PD. One of the officers has a split tooth. He needed to get it taken care of, but hes on shift the next 4 days. He asked who covers for him if he gets knocked out from pain meds and cant work. Nate is the other officer, as my husband is on light duty from knee surgery. The officer said "Ill deal with it until my off days, I do not want Nate to have to work 40 hour days and cover 2 nights for me or take it on call. We have been busy. He has a family and its unfair."

THAT is where we are at with 3 officers and a Chief. We have an officer compromising his health, for the betterment of our community.

4 years I have watched my husband bend over backwards and break himself for this community. 4 years of being understaffed. I am a lifelong resident who contributes to my community and planned to live here forever. But I cannot make him stay when he works those hours, and could go back to his hometown for more pay, an officer to work with, and a week on week off schedule.

I encourage you to do some ride alongs and get some perspective. I encourage you to seek out these officers and get their perspective. We have new leadership who is open to change, and officers who are all about reworking schedules, changing old ways, and working toward the future. They support you. Will you support them by funding that 4th position?

There is no better use of the permanent fund, than on the safety of our community, which is certainly in the top 5 of reasons why we ALL live here.

Thank you for your time. I apologize I didn't end up being brief.

Kelsey Hayden

907-429-5357



## Susan Bourgeois

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**From:** Laura Kilby <lorilaura2012@gmail.com>  
**Sent:** Thursday, December 10, 2020 10:10 AM  
**To:** Susan Bourgeois  
**Subject:** Police defunding

I share Savannah's sentiments concerning the defunding of the police force. I value a STRONG police force as well as a STRONG medical force. This community can not survive or prosper without health and safety. Please, for the sake of Cordova and all its residents, property, and being, do not defund the police department positions. Look elsewhere...look at city hall and all its departments and assistants to assistants, every paid position and see if it is ABSOLUTELY necessary, because the police department IS absolutely necessary.

Sincerely,  
Lori Webber

Hello, I wanted to make comment on the current topic at council's table regarding defunding of another police officer. I have been a lifelong Cordova resident, as well as my husband. We work between local utilities and the city of Cordova while raising our family. We chose to stay in Cordova to raise our children because of many variables. One being the safety umbrella over Cordova for our youth. I strongly feel if we choose to defund another police officer position- that umbrella will be pulled further from our heads. When the rare life-or-death situation presents itself in Cordova- our officers are expected to respond timely. Yet they are home in bed because we cannot fund an on-duty officer 24/7. Human life should always be the priority in a budget, the same way it is in these officers' brains. I worked for a period of time as a dispatcher for the PD. I saw firsthand the amount of time these officers take from their own families to provide for ours, in exchange they merely receive peanuts monetarily. I loved serving as a dispatcher but ultimately could not afford to stay in that position and had to seek employment elsewhere. These officers are tired and they will understandably eventually go where they are praised. The most important thing to consider is our community and the well-being of the residents that sustain it year-round. If we are under protected not only is our community going to dwindle in size, it will no longer be the safe place that we know today. We will see an increase in drugs and theft and a decrease in morale and people willing to fight to preserve Cordova's remaining integrity. I understand how tight funds are, I do not mean downplay the financial situation the city is currently being faced with at all. I also acknowledge not being more involved up until this point and am actively trying to change that. I am asking as a resident of this community that we explore any and all other options, a second or third time even. Before ultimately this is the decision that has to be made.

Please do not defund the police department more than it already has been, our kids and community as a whole depend on them.

Respectfully,

Savannah Eike

## Susan Bourgeois

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**From:** Bill and Michele Fisher <alaskafisher@ctcak.net>  
**Sent:** Thursday, December 10, 2020 3:12 PM  
**To:** Susan Bourgeois  
**Subject:** Re: Proposed cuts to Police Dept.

For Council and Mayor.

Cordova City Council Members and Mayor Koplin,

I am writing in response to the proposed funding of our Police Department in the 2021 budget. I believe you all understand how vital a robust police department is to any community. I also believe you have spent many hours going over the numbers.

2020 has been challenging to say the least but I feel it would have been much more difficult to cover all the areas that needed to be covered if the canneries had not been on lockdown this past summer. As a business operator in the old harbor area it was quite refreshing not to have the littering, loitering and vandalism that happens in a "normal" summer. This will probably re-occur in 2021. If we continue with a small police force that is unable to cover all the needs, stretching them to the edge, we ALL suffer.

Please review and offer the support needed to keep our town safe.

Thank you for your consideration.

Michele Fisher  
605 Cedar St  
Cordova, AK. 99574  
[907-429-7753](tel:907-429-7753)

## Susan Bourgeois

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**From:** Nikki Cheshier <cheshiernikki@gmail.com>  
**Sent:** Thursday, December 10, 2020 11:16 AM  
**To:** Susan Bourgeois  
**Subject:** Budget discussion

Mr. Mayor, Members of City Council, City Manager and other parties. I am writing this in to inform you I do not support any budget cuts to the Police, Fire or EMS departments or positions in this Community. Safety should always be top priority when council is considering the budget for this community and it's citizens. We can't expect good policing in our community if there is not enough officers to cover positions and give them enough time off to decompress, spend time with their families or how ever they so chose to spend it. This to me is a safety concern in itself to them and the community as well. Safety of the citizens of Cordova is and should be to council a top priority when considering the budget. Please do your best to find another way then cutting any Police, Fire or EMS in Cordova. Thank you for reading this and hope you reconsider cutting any Police positions. Sincerely Nikki S. Cheshier

## Susan Bourgeois

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**From:** ryan mcmanus <carhart05@hotmail.com>  
**Sent:** Thursday, December 10, 2020 3:31 PM  
**To:** Tom Bailer; Cathy Sherman; Jeff Guard; Melina Meyer; Anne Schaefer; David Allison; David Glasen; Clay Koplin; Susan Bourgeois  
**Subject:** Comment on upcoming agenda item

Dear Members of City Council, Mayor Koplin, & City Manager,

I believe we are at a cross roads here for our community. It's time to sort out what is really important to us as the City of Cordova. Budgeting isn't an easy task but it is an important one. We need to consider what is best for our future and what will keep our city functioning, as well as a safe and welcoming place to call home.

Earlier in the year the residents participated in a questionnaire about how we view the police department and its interaction in the community. The overall answer was that citizens want more. We want more visibility. We want more interaction, we want more crimes solved and we want to know that we can count on our police force to be there when the need arises. Crime doesn't have a time line and we can't expect to have our police officers provide the level of protection and assistance we hope for in only 8 hours a day. We need 24 hour coverage. In order to have that we need a fully funded and fully staffed department. Officers like every other person need and deserve a break. A moment to call their own where they know they can relax and enjoy life. As it stands, officers seldom have days when they aren't on call or have to be ready to provide back up to the officer on duty.

That leaves us searching for solutions for lowering the over all budget without cutting out a position that provides safety and security for our community.

The city has been attempting to find the solution for years. Here are a few thoughts. I'm sure they've come up before but from one community members perspective, here is what I see.

A year end bonus for the city manager position that equals another employees yearly salary is unnecessary. Let's stop giving huge bonuses.

Let's manage what we have more thoughtfully. Seeing city equipment out on nights holidays and weekends in larger force than what is seen on a regular work day is concerning. Overtime and holiday pay adds up. Let's be responsible in scheduling and keep the departments accountable. Rather than bringing the little garbage truck to the dump at 16 mile lets load up the large semi trailers and bring it all out in one large load. It seems like unneeded wear and tear, gas money and time that the workers have to put in driving multiple trips that could be taken care of in one trip of the larger truck. Seeing new vehicles added to the city fleet is surprising when budget is well known to be a concern. Work vehicles do not need to be top of the line in perfect condition. As Long as they get the job done they can be acceptable until the budget allows for EXTRAS. If we don't have the money dont spend it. If a department has extra bring it back to the general fund to be redistributed. We are ONE city. Officers can even be a part of the solution. Let's encourage them to bring in revenue. Giving speeding tickets and fines for the infractions seen brings revenue. Encourage them to not look the other way but to follow through with the laws and expectations in place. Someone needs a parking ticket? Give it. Someone is speeding go a head and write the ticket. But these things can't get done if our officers are already stretched to their limit.

Safety and education ( I know.. not the topic at hand but bear with me!) are two budget items that directly affect our future. They are two budget items that I would be proud to see fully funded and supported by our city. We can do without many things but the safety of our community and the education of our children are paramount. They are what builds our future.

Thanks for your time and dedication.

Janet & Ryan McManus

Sent from my iPad

## Susan Bourgeois

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**From:** Savannah Webber <aksnowsw@hotmail.com>  
**Sent:** Thursday, December 10, 2020 9:26 AM  
**To:** Susan Bourgeois  
**Subject:** Comment to council

Hello, I wanted to make comment on the current topic at councils table regarding defunding of another police officer.

I have been a lifelong Cordova resident, as well as my husband. We work between local utilities and the city of Cordova while raising our family. We chose to stay in Cordova to raise our children because of many variables. One being the safety umbrella over Cordova for our youth. I strongly feel if we choose to defund another police officer position- that umbrella will be pulled further from our heads. When the rare life-or-death situation presents itself in Cordova- our officers are expected to respond timely. Yet they are home in bed because we cannot fund an on-duty officer 24/7. Human life should always be the priority in a budget, the same way it is in these officers' brains. I worked for a period of time as a dispatcher for the PD. I saw firsthand the amount of time these officers take from their own families to provide for ours, in exchange they merely receive peanuts monetarily. I loved serving as a dispatcher but ultimately could not afford to stay in that position and had to seek employment elsewhere. These officers are tired and they will understandably eventually go where they are praised. The most important thing to consider is our community and the well-being of the residents that sustain it year-round. If we are under protected not only is our community going to dwindle in size, it will no longer be the safe place that we know today. We will see an increase in drugs and theft and a decrease in morale and people willing to fight to preserve Cordova's remaining integrity. I understand how tight funds are, I do not mean downplay the financial situation the city is currently being faced with at all. I also acknowledge not being more involved up until this point and am actively trying to change that. I am asking as a resident of this community that we explore any and all other options, a second or third time even. Before ultimately this is the decision that has to be made.

Please do not defund the police department more than it already has been, our kids and community as a whole depend on them.

Respectfully,

Savannah Eike



## Susan Bourgeois

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**From:** Steven Gildnes <fvcapeelrington@hotmail.com>  
**Sent:** Thursday, December 10, 2020 10:19 AM  
**To:** Susan Bourgeois  
**Subject:** Police budget

My name is:  
Steven Gildnes  
108 Elmers point drive  
Cordova, Ak 99574

My family has resided in Cordova since late 1920's-1930's. It is important to pay & staff our police force in Cordova. Please Do not cut budget resources for our police. Fund them appropriate so we can ensure the safety of our loved ones & property when we travel to work or vacation and are not home to protect them ourselves. I am very pleased with our police force and wish them health and safety watching over us. They must be staffed according with appropriate numbers please distribute funds to this vital area for our public safety.

Thank you  
Steven Gildnes

Sent from my iPhone

## Susan Bourgeois

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**From:** Sara Parker <saramarieparker@yahoo.com>  
**Sent:** Thursday, December 10, 2020 5:10 PM  
**To:** Susan Bourgeois; Tom Bailer; Cathy Sherman; Jeff Guard; Melina Meyer; Anne Schaefer; David Allison; David Glasen; Clay Koplin  
**Subject:** City Budget

Good evening,

I'm writing to voice my strong support of maintaining a base of four police officer positions in addition to the chief of police position.

Additionally, if maintaining these positions means utilizing the permanent fund at this time, I support that decision.

This issue is very important to me as a long-time local raising a young family here. Nate needs to be moved from interim to Chief. Our public safety deserves our support.

Thank you,

Sara Parker  
4.1 Mile Whitshed Road

## Susan Bourgeois

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**From:** Melina Meyer  
**Sent:** Thursday, December 10, 2020 5:27 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: Cordova Police Department

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

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**From:** Sandie Ponte <sponte@cordovasd.org>  
**Sent:** Thursday, December 10, 2020 5:57:33 PM  
**To:** Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>  
**Cc:** David Glasen <councilseatg@cityofcordova.net>; Clay Koplin <mayor@cityofcordova.net>  
**Subject:** Cordova Police Department

I Love Cordova!

It's not always the easiest place to live. It's expensive, its sometimes isolated, the weather isnt always kind, but, it's always been a safe place to live. I dont know how many times I have said "man, I'm glad I live in Cordova!".

That having been said, I am very much in favor of bringing on an additional police officer and against cutting the force and/or budget.

Lets keep Cordova a safe place to .

Sincerely,  
Sandra Ponte

## Susan Bourgeois

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**From:** Melina Meyer  
**Sent:** Thursday, December 10, 2020 5:27 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: PD Budget

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

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**From:** Samantha S Renner <samanthal\_15@hotmail.com>  
**Sent:** Thursday, December 10, 2020 5:58:26 PM  
**To:** Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>; David Allison <councilseatf@cityofcordova.net>; David Glasen <councilseatg@cityofcordova.net>; Clay Koplin <mayor@cityofcordova.net>  
**Subject:** PD Budget

Good Afternoon All,

I am writing this letter in support of fully staffing out PD and not holding off hiring another officer. The amount of work that our current PD is required to do including the \$5 an hour "on call" time is insane. You cannot expect people to stay in these positions with the way they are being over worked. It's unacceptable that Cordova is staffed the same way as other Alaska communities that are 1/4th our size. I understand that things are tight right now but I don't believe the safety of the community should be the first thing to go. I am asking you to please value the people that are helping to protect our community and not stretch them so thin that they are forced to leave. Please give them the funding they need to have a full force. Thank you

-Samantha & Ray Renner

## Susan Bourgeois

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**From:** Melina Meyer  
**Sent:** Thursday, December 10, 2020 2:19 PM  
**To:** Susan Bourgeois  
**Subject:** Fwd: Funding the police Department

Gunalchéesh

Thank you,

Melina Meyer

Cordova Council Seat D  
907-429-5097  
CouncilSeatD@cityofcordova.net

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**From:** Wendy Ranney <thewindyranny@gmail.com>  
**Sent:** Thursday, December 10, 2020 1:34:51 PM  
**To:** Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>; David Allison <councilseatf@cityofcordova.net>; David Glasen <councilseatg@cityofcordova.net>; Clay Koplin <mayor@cityofcordova.net>  
**Subject:** Funding the police Department

Hello Council Members & Mayor;

I am writing to implore you to fund our local police department to the extent that they are requesting. As the Parks & Rec Chair I have watched City Managers and Council drastically underfund and cut money from our Recreation Programs and Facilities. I beg you to not do the same to our Public Safety Office. Even though we are a small town, we do struggle with big town issues and having an effective Police Department is an essential part of keeping our community safe. Now is not the time to cut them to the minimums or less. The economy makes it hard enough to stay in this community, let's not make safety an issue as well. Help us to keep Cordova a Community to be proud of and a safe place to raise our families.

Thanks for your thoughtfulness with this issue.

Sincerely  
Wendy Ranney

--

"There is a magic in-dwelt in nature, the mystery of life and passion, the drive to embrace each moment and not let a second pass un-experienced."

Dr. Molly O Ahlgren



12/11/2020

To: City Council, Mayor of Cordova

I'm writing this letter in for support for the Cordova Police Dept. I'm a 38 year veteran of the CVFD retired as Deputy Chief in 2013. As deputy chief I have had several workings with the Cordova Police Dept. On ambulance calls it was very important to have the scene safe and secure for our 1<sup>st</sup> responders. I have never met with Acting Police Chief Nate Taylor, but I have heard from Retired Chief Taylor is well qualified for the police chief job. I hope the council can find funding for a police chief and 5 officers to keep the citizens safe.

Thank You

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

Daniel Jager ret. Dep. Chief CVFD

Mayor of Cordova and Cordova City Council,

To say that 2020 has been a challenging year is certainly an understatement. We are grateful for the time, energy and work you all have put forth this year to keep the city safe and functioning. And we are sympathetic regarding the difficult budget decisions the Council is facing this year.

Communicating with you about the school district budget, funding and needs has been difficult. There does not appear to be a consistent established process by which to do so other than when we provide a budget in June for the Council to approve their contribution, and again in October when we send over our budget for you to review during your budget process. Although several times over the last two years, both bodies have stated they would like joint meetings, these have not occurred. While a district representative has been at many of your budget meetings and work sessions, there has not been an opportunity or an invitation to speak or answer questions about the schools' needs. Despite several attempts, we have not been successful at meeting with the City Administration. We did provide documentation requested by the City Manager in October, but I am not sure that the Council has had a chance to see it.

I detail these activities not to be accusatory but only to illustrate my initial point that we do not have a communication process that is working. As a result there has been miscommunication and misunderstanding across the board as to the districts funding needs and the city's contribution. Some points of clarification follow:

The current request is the same amount that was detailed in our budget presented to you last year. It is more than you funded but we did not increase our request.

The District was not over paid. Based on changes to the funding, the cap and the calculation of in kind donations, an amount that was initially scheduled to be paid in the Spring 2020 was moved to be paid in the fall of 2020. The total amount did not exceed the amount budgeted by the city in the 2020 budget.

Decreasing funding to the school will result in a decrease of educational services provided, whether that be personnel, materials, activities or programs that are not developed. The District has not hired a PE/health teacher for the past two years as a way to manage receiving less funding than requested for example. Under the current fiscal situation, a decreased contribution may need to occur but please know it has real impacts and the funding is needed.

At one point an ordinance was proposed (I believe it was Ordinance 03.36.100) that stated the city council and school board would hold joint meetings twice a year to discuss budget, finances, comprehensive planning and other relevant topics. Perhaps we should revisit this ordinance as a way of avoiding the last minute discussions and misunderstandings.

I write this with the deep understanding of the unusual circumstances, the unexpected challenges and the staff turnover. I write not to be critical but to clear up some issues and propose we seek a sustainable communication plan on our budgets and finances. Thank you for all your hard work and service.

Barb Jewell, Chair, Cordova Board of Education



December 14, 2020

Dear City Council Members,

I am writing to briefly follow-up from recent City Council's work session discussions as it relates to budget development and, specifically, proposed contributions to the Cordova City School District.

Firstly, the District recognizes the value of the budget development process and the complexity, at times, to bring a balanced budget forward to governing bodies. We also understand the importance of timely notice and opportunity for the public, at large, to comment on budget proposals being offered in order to help maintain community confidence in our elected officials. We thank you for providing this opportunity and hope that you maintain a priority to maximize funding for public safety and schools, two operations which attract people to our community and increase quality of life for all.

In recent work session discussions, there appears to have been communication to Council that the City overpaid the school district in the amount of approximately \$86,000 from its 2020 Budget. To say that we have been overpaid is not accurate. This figure was included in the City's 2020 budget as part of the *transfer to schools* line item and was initially provided to the District in Spring 2020 as part of its monthly schedule of payments. Spring 2020 was the second-half of the District's 2020 fiscal year and the first-half of the City's 2020 budget year.

District Office Administration met with City Manager Howarth in November 2019 and shared that the contribution from the City for our FY20 may be over the allowable contribution based on several unknown factors at the time—enrollment numbers, adjustments by the City on in-kind contribution values, and property value, to name a few, which are factors in the local contribution calculation. We shared that details would not be known until later in the spring. At the time of that conversation, it was agreed upon that any amount that ending up being over the maximum allowable contribution near the close of the District's FY20 would simply be applied to the District's FY21 since it was already in the City's 2020 budget.

The District received funds as part of the normal monthly payment in the spring, and subsequently applied above maximum contribution revenue to the first-half of our FY21 (the second-half of the City's 2020 budget year), which was agreed to in November. We are now being asked for that contribution back. I am baffled by this request, to say the least, along with the inference that, if the District does not pay the City back that amount, it will consider reducing its already 6% proposed reduction in contributions by an additional \$86,000. I am not sure how to say any simpler that this amount was already calculated in the City's 2020 budget and is not an "extra" expense to the City nor is it "over payment" by the City from its 2020 budget. It is an amount that crosses two fiscal years for the District and one fiscal year for the City, period.

Additionally, comments made in past work session discussions seem to indicate that the District has not needed its full requests in recent years and can absorb lower contributions because of its net positive fund balance at year's end. The fact of the matter is that the District has foregone operations, program development, enrichment opportunities for students, and the hiring of needed teachers in both buildings in recent years, due to uncertain and inconsistent revenue streams. We have planned for and made responsible decisions to work within our means, which are often unknown, even at the start of our fiscal year, yet there appears to be an ongoing perception that the District has more than it needs to operate at any given time. Again, our requests are based on needs, not wants. We have a positive fund balance because we have made difficult decisions to not draw savings down to zero to address our immediate needs in the event of emergency or unforeseen circumstances, like a pandemic, for example. No organization—public, private, for-profit, non-profit, or otherwise—plans to operate with zero dollars in savings. School districts are no different.

The District will continue to look at its own expenses against incoming revenues and make necessary funding decision and advocacy positions to provide high quality programs and offerings to our students. They deserve no less than our maximum efforts. As you continue working through the budget development process, I urge you, along with City Council, to prioritize helping meet the needs of our schools and public safety as valuable investments in the community's future. Please consider a long-range economic plan that addresses maintaining, if not growing, needed services in the City.

My team and I continue to stand ready to provide relevant school district information to the City Council, upon request.

Respectfully,

Alex Russin, Superintendent



**Agenda Item 17**  
**City Council Meeting Date: 1/20/2021**  
**City Council Communication Form**

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**FROM:** Susan Bourgeois, CMC, City Clerk  
**DATE:** 01/05/2021  
**ITEM:** Ordinance 1193  
**ACTION:** Amending CMC 3.12.020 Meetings-Regular

---

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

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- I. **REQUEST OR ISSUE:** Staff is presenting a code change to be more aligned with current practice regarding cancellation of regular meetings.
- II. **RECOMMENDED ACTION:** adoption of Ordinance 1193
- III. **FISCAL IMPACTS:** none
- IV. **BACKGROUND INFORMATION:** Council member Allison most recently brought up this piece of code to the City Clerk when the January 6 Regular Meeting was cancelled. The City Clerk suggested an ordinance to amend the code; Council member Allison agreed, and Mayor Koplin agreed and therefore, the ordinance is before Council tonight for consideration.
- V. **LEGAL ISSUES:** City Attorney has reviewed this ordinance.
- VI. **CONFLICTS OR ENVIRONMENTAL ISSUES:** none anticipated
- VII. **SUMMARY AND ALTERNATIVES:** Council could vote down the ordinance, refer it to staff or suggest amendments.

**CITY OF CORDOVA, ALASKA  
ORDINANCE 1193**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING  
CORDOVA MUNICIPAL CODE 3.12.020 TO CLARIFY CANCELLATION PROCEDURES OF  
REGULAR COUNCIL MEETINGS**

**WHEREAS**, the City Council is dedicated to meeting regularly to conduct the required business for the citizens and staff of the City of Cordova; and

**WHEREAS**, the City Council might from time to time find that 2 regular meetings per month are not required to conduct the people's business, especially when special meetings can be called to act on specific matters; and

**WHEREAS**, the Code provision is cumbersome and if amended could offer the flexibility to cancel a regular meeting without requiring a Council meeting to be called solely for the purpose of cancelling a regular meeting; and

**WHEREAS**, this code change would act to align the Cordova municipal code with current practices.

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

**Section 1.** Cordova Municipal Code 3.12.020 Meetings - Regular, is amended as follows:

**3.12.020 – Meetings - Regular.**

The regular meeting of the council shall be held on the first and third Wednesday of every month. If such a Wednesday falls on a holiday or a day on which a quorum cannot be established, the regular meeting shall be held on the next business day on which a quorum can be established. If the **mayor or city manager determine** ~~council determines~~ that only one meeting in any month is needed, **either of the regular meetings** ~~the meeting on the third Wednesday of the month~~ may be cancelled, **but both may not be cancelled.** ~~by the council at the first meeting of the same month.~~

**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: January 20, 2021

2nd reading and public hearing: \_\_\_\_\_

**PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2021**

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

ATTEST:

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

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**Agenda Item 18**  
**City Council Meeting Date: 1/20/2021**  
**City Council Communication Form**

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**FROM:** Planning Staff  
**DATE:** 1/13/21  
**ITEM:** Ordinance 1194  
**NEXT STEP:** Approve Ordinance

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☒ Ordinance  
☐ Resolution

☐ Motion  
☐ Information

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**I. REQUEST OR ISSUE:** The Planning Commission has recommended adding a code requirement that all new plats must submit a Certificate to Plat. See the Ordinance for the requested language.

**II. RECOMMENDED ACTION / NEXT STEP:** “I move to adopt Ordinance 1194.”

**III. FISCAL IMPACTS:** None currently.

**IV. BACKGROUND INFORMATION:**

Certificates to Plat are prepared by title companies and are used to verify ownership and to determine if there are any encumbrances on the property. They are very similar to a title search performed as a part real estate transaction. The following is a definition provided from a title company:

Certificate to Plat:

A title report used by customers in ascertaining the current status and condition of title, up to the specific date searched. It provides the same information as found in a commitment. It is not to be used as a basis for closing a real estate transaction but is provided to show title evidence to a platting authority (city, borough, state, etc.) for purposes of subdividing or re-platting land.

Certificates to Plat assist the subdivider, surveyor, and city in determining that there are no issues with ownership of the property that could potentially result in a cloud on the title. Clouds in title can cause significant issues later on that can negatively impact future land transactions and/or financing. Certificates to

Plat start at around \$300, and generally do not cost significantly more. With plat fees being very minimal in Cordova, staff does not find this to be an onerous requirement, and can help prevent mistakes that could be very costly in the future.

Strategy #2 of the Land Use Section in the Cordova Comprehensive Plan concerns updating and improving Title 17 and 18. This code change improves the city's code to add a requirement that past practice has shown to be necessary.

**10/13/20** – At the Planning Commission Regular Meeting, staff presented some background on Certificates to Plat and the commission briefly discussed the requirement. From the approved minutes:

**Stavig** said that people in general don't know a lot about land ownership; title companies are the resource for determining ownership. Certificates to plat are not required, when it has come up with surveyors, he tells them to use best practices. In general, it would not be an onerous requirement nor is it particularly expensive; he has paid around \$300 for individual certificates to plat in the past. It protects the landowner. **Stavig** said he wanted to present it as a discussion prior to bringing forward an actual code change.

**Hall** said it also protects the city from legal actions. **Pegau** said he liked the language in the Mat-Su Borough code. **Bird** agreed. **Hall** said the Kenai Borough requirement of only three days is too short; 30-90 days is a good window.

**12/8/20** – At the Planning Commission Regular Meeting, the commission passed Resolution 20-04, attached. From the unapproved minutes:

M/Hall S/Lohse to approve Resolution 20-04.

**McGann** said that they had hashed through the code change at the last meeting. **Lohse** verified that if someone was having a plat go through a city approval process they would be required to obtain the Certificate to Plat. **Pegau** said that in the last sentence, "valid" should be replaced with "accepted." The commission concurred with the change.

**Stavig** said that **Bird** suggested removing the title of the code section in the title of the resolution so that it was easier to read.

M/Hall S/Pegau to amend the title of Resolution 20-04 by striking "- Certificate to Plat Required."

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

Yea: **McGann, Pegau, Lohse, Hall**

Absent: **Baenen, Bird, Bolin**

Upon voice vote, resolution passed 4-0.

Yea: **McGann, Pegau, Lohse, Hall**

Absent: **Baenen, Bird, Bolin**



**CITY OF CORDOVA, ALASKA  
ORDINANCE 1194**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, ENACTING  
CORDOVA MUNICIPAL CODE SECTION 17.24.005 TO REQUIRE A CERTIFICATE TO  
PLAT FOR ALL PLATS SUBMITTED FOR CITY APPROVAL**

**WHEREAS**, the Planning Commission recommended that the City Council accept the new code provision; and

**WHEREAS**, the Planning Commission and City Council have determined that requiring Certificates to Plat protects property owners and the public from potentially costly errors; and

**WHEREAS**, the Planning Commission and City Council have determined that the proposed changes to the Cordova Municipal Code are in accordance with the purpose of Title 17 and the Comprehensive Plan.

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

**Section 1.** Cordova Municipal Code Section 17.24.005 – Certificate to plat required, is created as follows:

**17.24.005 – Certificate to plat required.**

**A certificate to plat prepared by a title company authorized to issue title policies in the State of Alaska shall be included with all plats submitted to the city for approval. A certificate to plat is acceptable up to 120 days from the date of issuance or update.**

**Section 2.** This ordinance shall be enacted in accordance with Cordova Municipal Code 17.24.040; the public hearing shall be noticed at least 15 days prior in a newspaper of general circulation and posted at City Hall.

**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: January 20, 2021

2nd reading and public hearing: \_\_\_\_\_

**PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2021**

\_\_\_\_\_  
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  
PLANNING COMMISSION  
RESOLUTION 20-04**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA,  
ALASKA, RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF CORDOVA,  
ALASKA TO ADD CORDOVA MUNICIPAL CODE SECTION 17.24.005 IN ORDER TO  
REQUIRE A CERTIFICATE TO PLAT FOR ALL PLATS SUBMITTED FOR CITY  
APPROVAL**

**WHEREAS**, the Planning Commission has determined that requiring Certificates to Plat protects property owners and the public from potentially costly errors; and

**WHEREAS**, the Planning Commission has determined that the proposed changes to the Cordova Municipal Code presented at the December 8<sup>th</sup>, 2020 Planning Commission Regular Meeting are in accordance with the purpose of Title 17 and the Comprehensive Plan; and

**WHEREAS**, the Planning Commission recommend to City Council to accept the proposed amendments and approve the ordinance.

**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 to add Cordova Municipal Code Section 17.24.005 in order to require a Certificate to Plat for all plats submitted for city approval.

**PASSED AND APPROVED THIS 8<sup>TH</sup> DAY OF DECEMBER, 2020**

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

ATTEST:

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



**Agenda Item 19**  
**City Council Meeting Date: 1/20/2021**  
**City Council Communication Form**

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**FROM:** Susan Bourgeois, CMC, City Clerk  
**DATE:** 01/05/2021  
**ITEM:** Resolution 01-21-02  
**ACTION:** Approving Amendment to the 2021 Fee Schedule

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

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**I. REQUEST OR ISSUE:** The 2021 Fee Schedule was approved as Resolution 12-20-43 on December 16, 2020. Four errors were found when the Finance Department began adjusting the Sewer and Water rates. This resolution amends those errors. The Fire Department has decided to add volunteer member compensation to the fee schedule this year so that change is also made via this resolution and in the corresponding fee schedule pages. The addition of the term “Mutual Aid” before the standby rates under Fire Department is simply clarifying that these rates are based on an MOU with the USFS.

**II. RECOMMENDED ACTION:** Approval of Resolution 01-21-02.

**III. FISCAL IMPACTS:** City Council approved Sewer and Water enterprise fund budgets that included revenue consistent with 5% fee and rate increases. The approved budget revenues will not be realized in 2021 unless these edits are made. The Fire budget included the \$20 per incident and training session for the volunteer members.

**IV. BACKGROUND INFORMATION:** During budget and fee/rate discussions at work sessions in November and December 2020, Council did imply that fees/rates in Water and Sewer would be increased by 5%. Most of the fees and rates were increased in the approved fee schedule but this resolution corrects the fee schedule so that ALL of the fees and rates in Water and Sewer are increased by 5%.

**V. LEGAL ISSUES:** A Public Hearing is required for a rate setting resolution, therefore a resolution amending rates also requires a public hearing which is scheduled and advertised.

**VI. CONFLICTS/SUMMARY/ALTERNATIVES:** If this is not approved, Council could consider other amendments to the fee schedule and/or could consider budget amendments that would put revenues in water and sewer enterprise funds more in line with actual based on only some increases.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 01-21-02**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING  
SERVICE RATES THAT WERE INCORRECT AND ADDING RATES THAT WERE LEFT OFF  
THE 2021 FEE SCHEDULE TO ALIGN RATES WITH THE APPROVED 2021 CITY BUDGET**

**WHEREAS**, the Council of the City of Cordova, Alaska, determines annually, by resolution, the fees, rates, and charges for city services that are not otherwise established by ordinance or other applicable law; and

**WHEREAS**, within the Water and Sewer Department sections of the fee schedule passed as Resolution 12-20-43, there were 4 monetary value errors that are corrected in the following pages; and

**WHEREAS**, the discussion had by City Council during budget deliberations and then the approved enterprise fund budgets intended for a 5% increase in water and sewer rates but these 4 places in the fee schedule were inadvertently not changed to account for that 5% increase; and

**WHEREAS**, the Cordova Volunteer Fire Department changed pay rates for volunteers which was noted as increased expenses within the CVFD budget approved by Council on December 16, 2020; and

**WHEREAS**, it has been determined that the best way to comply with the following City Code provision: *3.20.070 - Fire department—Members—Compensation.*

*The pay scale for firefighters shall be as determined by the fire department pursuant to the bylaws of the Cordova volunteer fire departments adopted April 9, 1952, and as thereafter amended, repealed or replaced by the volunteer fire department with approval of the city council; provided, that such pay scale shall require the approval of the city council.*

would be to memorialize the volunteers (members of the CVFD) compensation annually in the City Fee Schedule; and

**WHEREAS**, the 2021 fee schedule will be the first instance of this new procedure and therefore, the Cordova Volunteer Fire Department section of the fee schedule is also being amended via this resolution by adding compensation.

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the City of Cordova, Alaska, hereby approves the corrections as attached to the original fee schedule adopted as Resolution 12-20-43 on December 16, 2020 and directs the City Clerk to incorporate these changes into the posted 2021 fee schedule; the errors are ~~stricken through~~ on the following pages and the corrections or additions are **highlighted yellow, bold and underlined**.

**BE IT FURTHER RESOLVED** that all City fees, rates, and charges shall remain in effect until changed by further action of the City Council.

Public Hearing: January 20, 2021

**PASSED AND APPROVED THIS 20<sup>th</sup> DAY OF JANUARY 2021**

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

ATTEST:

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

# Water

## Non-Metered Service

Monthly fee for water service is **thirty-four dollars and twenty-four cents** thirty-two dollars and sixty-one cents **(\$34.24)** (32.61) multiplied by the Equivalent Unit below

## Equivalent Unit Table

	<i>Classification</i>	<i>Equivalent Unit</i>
1	Single-family dwelling	1.0
2	Multifamily residence: per dwelling unit	1.0
3	Mobile home park: per rental space in a mobile home park where water is available to a space which is used	1.0
4	Hotel, B&B or motel with individual bath: per room	.5
4a	Hotel, B&B and motel with individual bath and kitchen: per room	.7
5	Boarding house or hotel without individual baths: per room or fraction thereof	.3
5a	Bunkhouse facility with central bath: per bunk	.2
6	Bar or cocktail lounge: for every 25 seats or fraction thereof	1.0
6a	Bar with restaurant: for every 25 seats or fraction thereof	2.0
6b	Restaurants: for every 25 seats or fraction thereof	1.0
6c	Clubs with bar and kitchen: for every 25 seats or fraction thereof	1.0
6d	Clubs with kitchen: for every 25 seats or fraction thereof	0.7
7	Retail store/office: for every 12 plumbing fixture units or fraction thereof	1.0
8	Schools:	
	(1) Public or private high schools or colleges: for each 15 persons or fraction thereof in average daily full-time attendance	1.0
	(2) Public or private elementary schools: for each 25 persons or fraction thereof in average daily attendance	1.0
	(3) Public or private childcare centers: for each 25 persons or fraction thereof in average daily attendance	1.0
	Average daily attendance shall be based on annual attendance. Persons as used in this section include students, teachers and all school staff and administration.	
9	Theater or auditorium: for each 100 seats or fraction thereof	1.0
10	Churches: for each church	1.0
10a	Churches with meeting rooms: for each church	1.5
11	Laundromats/self-service laundry: per washing machine in a commercial laundromat/self-service laundry or in any other washing facility, the use of which is not strictly limited to occupants of a residential building or mobile home park in which the facility is located	0.5
12	Hospital, rest home, convalescent home: for each bed	0.3
13	Gasoline service station or repair garage	1.0
14	Carwash, self-service: per stall	1.0
15	Public restrooms and showers: for 12 plumbing fixture units or fraction thereof	1.0
16	Port: per 1,000 gallons	1.0
17	Fire hydrants, per hydrant	0.5
18	Combined uses: where more than use is served by a single connection the rate for service shall be based on the sum of the equivalent unit amounts for each of the individual uses.	
19	City Manager shall determine the equivalent unit amount for a use that is not listed above, based on the equivalent unit amount for the listed use that the City Manager determines to be most similar in quantity of water used.	
20	Where the equivalent unit amount depends on the number of seats in a use, that number shall be determined by reference to occupancy load for the use in the most recently adopted Uniform Building Code.	
21	All industrial uses shall be metered and charged according to Section 14.08.020	

Use the following schedule to determine flat rate for non-metered water service to the following use Classifications

<i>Use Classification</i>	<i>Basis for Charge</i>
Small boat harbor: per hydrant	\$1.15 per stall
Special user (ship moored to a dock temporarily or bulk water purchaser)	\$135.31/day

## Metered Service

Monthly rate for water service to facility that is metered shall be the sum of: (Production fee equal to the product of the number of thousands of gallons of water used multiplied by the rate per gallon assigned to the use classification of the facility in the Production Charge Table) + (Monthly demand charge determined in the demand table)

Production Charge Table					
<u>Use Classification</u>		<u>Production Charge</u>			
Heavy industrial		\$1.85/1,000 gallons			
Residential and light industrial		\$4.15/1,000 gallons			
Special user (ship moored to a dock temporarily or bulk water purchaser)		\$4.08/1,000 gallons			
Monthly Demand Charge Table					
<u>Service Line Size</u>		<u>Charge</u>			
1"		\$34.24			
Larger than 1" and less than 2"		\$43.29			
2"		\$50.06			
Larger than 2" and less than 4"		\$81.18			
4"		\$108.24			
Larger than 4"		\$232.71			
Water Connection					
The fee for connecting to the city water system is based on line size of the use that is served:					
<u>Service Line Size</u>		<u>Residential Charge</u>		<u>Nonresidential Charge</u>	
1"		\$115.76	\$231.53		
Larger than 1" less than 2"		\$173.65	\$347.30		
2"		\$231.53	\$465.05		
Larger than 2" less than 4"		\$463.05	\$926.10		
4"		\$694.58	\$1,389.15		
Larger than 4"		\$926.10	\$1,852.20		
Expansion*		\$239.63	\$479.26		
*Expansion Fee is charged when expanding the use of an existing non-metered water connection. It is determined by multiplying the applicable charge (residential or non-residential) by the equivalent units in the equivalent unit table above.					
Service Rates					
<u>General Services</u>		<u>Unit</u>	<u>Strait Time Rate</u>	<u>Overtime Rate</u>	<u>Holiday Rate</u>
Water Turn On or Off (free to year-round customers)		Each	\$57.89	\$96.66	\$174.23
Water Sample Testing - Coli Forms		Each	\$65.98	\$90.88	\$168.44
Water & sewer line locates per Utility Coordination Council Request procedure (2 business days' notice)		Each	No Charge	--	--
Emergency water & sewer locate (less than 2 business days' notice)		Hour	\$83.35	\$125.02	\$208.37
Shut-off Notices (delivered for non-payment)		Each	\$27.56	--	--
Laborer		Hour	\$83.35	\$125.02	\$208.37
HDPE Welder <i>Minimum charge of 1 day</i>		Day	\$165.38	\$202.31	\$276.18
Double Check Backflow Preventer*		Day	\$57.89	\$96.66	\$174.23
*Must be installed & removed by City staff daily					

# Sewer

## Rates

Monthly fee for Residential sewer service is **Fifty-six dollars and sixty-five cents (\$56.65)** ~~Fifty-three dollars and ninety-five cents (\$53.95)~~ multiplied by the equivalent unit in table below. Residential equivalent units are identified with an R.

The monthly fee for Commercial sewer service is **Sixty-seven dollars and eighty-one cents (\$67.81)** ~~Sixty-four dollars and fifty-eight cents (\$64.58)~~ multiplied by the equivalent unit in table below. Commercial equivalent units are identified with a C.

The monthly fee for Industrial sewer service is **One-hundred nineteen dollars and twenty-two cents (\$119.22)** ~~One hundred thirteen dollars and fifty-four cents (\$113.54)~~ multiplied by the equivalent unit in table below. Industrial equivalent units are identified with an I.

## Equivalent Unit Table

	<i>Classification</i>	<i>Equivalent Unit</i>
1	Single-family dwelling	1.0 x R
2	Multifamily residence: per dwelling unit	1.0 x R
3	Mobile home park: per rental space in a mobile home park where water is available to a space which is used	1.0 x R
4	Hotel, B&B or motel with individual bath: per room	0.3 x C
4a	Hotel, B&B and motel with individual bath and kitchen: per room	0.7 x C
5	Boarding house or hotel without individual baths: per room or fraction thereof	0.3 x C
5a	Bunkhouse facility with central bath: per bunk	0.3 x C
6	Bar or cocktail lounge: for every 25 seats or fraction thereof	1.0 x C
6a	Bar with restaurant: for every 25 seats or fraction thereof	2.0 x C
6b	Restaurants: for every 25 seats or fraction thereof	1.0 x C
6c	Clubs with bar and kitchen: for every 25 seats or fraction thereof	1.0 x C
6d	Clubs with kitchen: for every 25 seats or fraction thereof	0.7 x C
7	Retail store, office: for every 12 plumbing fixture units or fraction thereof	1.0 x C
8	Schools:	
	(1) Public or private high schools or colleges: for each 15 persons or fraction thereof in average daily full-time attendance	1.0 x R
	(2) Public or private elementary schools: for each 25 persons or fraction thereof in average daily attendance	1.0 x R
	(3) Public or private childcare centers: for each 25 persons or fraction thereof in average daily attendance	1.0 x R
	Average daily attendance shall be based on annual attendance. Persons as used in this section include students, teachers and all school staff and administration.	
9	Theater or auditorium: for each 100 seats or fraction thereof	1.0 x C
10	Churches: for each church	1.0 x C
10a	Churches with meeting rooms: for each church	0.5 x C
11	Laundromats or self-service laundry: for each washing machine in a commercial laundromat or self-service laundry or in any other washing facility, the use of which is not strictly limited to occupants of a residential building, or mobile home park in or on which the facility is located	0.3 x C
12	Hospital, rest home, convalescent home: for each bed	1.0 x C
13	Gasoline service station or repair garage	1.0 x C
14	Carwash, self-service: per stall	1.0 x C
15	Public restrooms and showers: for 12 plumbing fixture units or fraction thereof	1.0 x C
16	Combined uses: where more than use is served by a single connection the rate for service shall be based on the sum of the equivalent unit amounts for each of the individual uses.	
17	The City Manager shall determine the equivalent unit amount for a use that is not listed above, based on the equivalent unit amount for the listed use that the City Manager determines to be most similar in quantity of water used.	
18	Where the equivalent unit amount depends on the number of seats in a use, that number shall be determined by reference to occupancy load for the use in the most recently adopted Uniform Building Code.	
19	Processing facility per office	1.0 x I

## Sewer Connection & Septic Dumping

The fee for connecting to the city sewer system is based on the line size of the use that is served, as follows:

<i>Service Line Size</i>	<i>Residential Charge</i>	<i>Nonresidential Charge</i>
4"	\$851.55	\$1,745.47
Larger than 4"	\$1,163.64	\$2,327.29
Expansion fee*	\$315.63	\$631.26
Septic Tank Dump**, ***	\$109.11	\$480.02

\*Fee for expanding the use of an existing sewer service shall be determined by multiplying the applicable charge below by the number of equivalent units in the equivalent unit table above.

\*\*The fee for portable toilet contents disposal is \$55.00 per dump

\*\*\*The fee for dump station use is \$22.00 per dump



Service Rates				
<u>Services</u>	<u>Unit</u>	<u>Strait Time Rate</u>	<u>Overtime Rate</u>	<u>Holiday Rate</u>
Water & sewer line locates per Utility Coordination Council Request procedure (2 business days' notice)	Each	No Charge	--	--
Emergency water & sewer locate (less than 2 business days' notice)	Hour	\$83.35	\$125.02	\$208.37
Laborer	Hour	\$83.35	\$125.02	\$208.37

## Fire Department

Ambulance Trip	\$500.00 per run + \$15.00/mile
<u>Mutual Aid</u> Standby for Fire Department Personnel	\$200.00 per incident + \$25.00/Hr per Department Member + \$50.00/Hr per Fire Department Officer
<u>Volunteer Member Compensation</u>	<u>\$20 per member per incident</u> <u>\$20 per member per Thursday Night Training Session</u>



# City Council of the City of Cordova, Alaska

## Pending Agenda January 20, 2021 Regular Council Meeting

A.	Future agenda items - topics put on PA with no specific date for inclusion on an agenda	initially put on or revisited
	1) Investment firms - Manager to put together an Investment Committee to <b>report</b> back to Council	9/2/2020
	2) City land management (disposal etal) including <b>disposition of proceeds</b> into City funds	2/19/2020
	3) City Manager authority re: purchases/contracts and whether budgeted/unbudgeted - <b>new finance director</b>	2/19/2020
	4) Ordinance change ( <b>Title 4</b> ) before a new CBA gets negotiated - so Council has a role in approval process	2/19/2020
	5) Refuse - how we do it - i.e. residential vs. neighborhood dumpsters - worksession <b>June 2020</b>	2/19/2020
	6) Resolutions/actions regarding emergency, special meetings, throughout <b>COVID-19 emer</b> /disaster declaration	3/18/2020
	7) City impound lot - best place for this; can we move all the vehicles in front of public safety bldg	9/2/2020
	8) RFP for City Assessor - to discuss at <b>2021 budget</b> prep	9/16/2020
	9) Continuity of gov't/ succession of gov't discussion (Acting CM/Interim CM) - <b>budget 2021</b> discussion	9/16/2020
	10) City addressing - Manager to report back with a recommendation after <b>January 2021</b>	11/4/2020
	11) <b>Harbor Commission</b> - discussion to expand to 7 members - other board/commission discussion	

B.	Resolutions, Ordinance, other items that have been referred to staff	
	1) <b>Res 05-20-18</b> re CCMC sale committee, referred to staff at <b>5/6/20</b>	5/6/2020
	2) <b>Res 12-18-36</b> re E-911, will be back when a plan has been made, referred <b>12/19/18</b>	2/19/2020
	3) <b>Res 12-20-45</b> requesting the State adopts and enforces quarantine and isolation procedures	12/16/2020

C.	Upcoming Meetings, agenda items and/or events: with specific dates	
	1) Capital Priorities List and Resolution to come before Council quarterly ( <b>included here</b> )	
	3/3/2021      6/2/2021      9/15/2021      12/1/2021	
	3) Staff quarterly reports will be in the following packets:	
	1/20/2021      4/21/2021      7/21/2021      10/20/2021	
	4) Joint City Council and School Board Meetings - twice per year, October & April	
	6pm @ CHS before Sch Bd mtg <b>10/13/2021</b> 6pm before Council Mtg @ CC <b>4/7/2021</b>	
	5) Clerk's evaluation - each year in <b>Feb</b> or <b>Mar</b>	
	6) City Manager's evaluation - <b>October 2020</b> and each year in October or possibly <b>January 2021</b>	

D.	Council adds items to Pending Agenda in this way:		
	item for action	tasking which staff: Mgr/Clrk?	proposed date
	1) ...		
	<hr/>		
	2) ...		
	<hr/>		
	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 January 20, 2021 Regular Council Meeting

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

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

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

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

**CITY OF CORDOVA, ALASKA  
RESOLUTION 05-20-17**

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

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

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

1. Port and Harbor Renovations
  - a. South Harbor replacement (G, H & J floats priority)
  - b. Harbor basin expansion
  - c. General upgrades (north harbor sidewalks, waste oil building, harbor crane)
2. Upgrade Community Water Supply
3. Large Vessel Maintenance Facility
  - a. Shipyard building
  - b. Shipyard expansion and improvements
4. Public Safety Building
5. Road Improvements / ADA Sidewalk Improvements
  - a. Second Street
  - b. 6<sup>th</sup> & 7<sup>th</sup> Streets sidewalk/drainage project
  - c. Ferry terminal sidewalk
  - d. General street and sidewalk improvements


and;

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


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

**PASSED AND APPROVED THIS 6<sup>th</sup> DAY OF MAY 2020**





  
Clay R. Koplin, Mayor

**ATTEST:**

  
Susan Bourgeois, CMC, City Clerk

# January 2021

CALENDAR MONTH **JANUARY**  
 CALENDAR YEAR **2021**  
 1ST DAY OF WEEK **SUNDAY**

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

# February 2021

CALENDAR MONTH **FEBRUARY**  
CALENDAR YEAR **2021**  
1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
 <b>7 Tampa Bay</b>  <b>14</b>	<b>1</b> last day to declare as a candidate for March 2, 2021 Election 	<b>2</b>	<b>3</b> 6:45 Cncl pub hrg CCAB 7:00 Council reg mtg CCAB	<b>4</b>	<b>5</b> 	<b>6</b>
	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
		Iceworm Festival "Still Shining Bright" Feb 1 - Feb 6, 2021				
		- early voting site open @ City Hall Feb 9 - Mar 1 M-F 8a-5p -				
		6:30 P&Z CCAB	6:00 Harbor Cms CCAB 7:00 Sch Bd HSL			
	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
	City Hall Closed President's Day Holiday 2/15	- early voting site open @ City Hall Feb 9 - Mar 1 M-F 8a-5p -				
			5:30 CTC Board Meeting 7:00 Council reg mtg CCAB			
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
		- early voting site open @ City Hall Feb 9 - Mar 1 M-F 8a-5p -				
		6:00 P&R CCAB	6:00 CEC Board Meeting	6:00 CCMCAB HCR		
<b>28</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>

7

8

## 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

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

## Mayor and City Council - Elected

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

elected by cncl

## Cordova School District School Board - Elected

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

seat up for re-election in 2021

***vacant***

board/commission chair

seat up for re-appt in Nov 21



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

## CCMC Authority - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	<b>Kelsey Appleton Hayden</b> <a href="mailto:CCMCBoardSeatE@cdvcmc.com">CCMCBoardSeatE@cdvcmc.com</a>	March 3, 2020	March-23
3 years	<b>Greg Meyer, Chair</b> <a href="mailto:CCMCBoardSeatA@cdvcmc.com">CCMCBoardSeatA@cdvcmc.com</a>	Jul 19, 2018, Mar 5, 2019	March-22
3 years	<b>Craig Kuntz, Vice Chair</b> <a href="mailto:CCMCBoardSeatB@cdvcmc.com">CCMCBoardSeatB@cdvcmc.com</a>	March 26, 2020	March-22
3 years	<b>Linnea Ronnegard</b> <a href="mailto:CCMCBoardSeatC@cdvcmc.com">CCMCBoardSeatC@cdvcmc.com</a>	March 6, 2018	March-21
3 years	<b>Gary Graham</b> <a href="mailto:CCMCBoardSeatD@cdvcmc.com">CCMCBoardSeatD@cdvcmc.com</a>	May 31, 2018, Mar 5, 2019	March-21

## Library Board - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Mary Anne Bishop, Chair</b>	Nov '06, '10, '13, '16 & '19	November-22
3 years	<b>Wendy Ranney</b>	Apr '13, Nov '15, Nov '18	November-21
3 years	<b>Sherman Powell</b>	June '18, Feb '20	November-22
3 years	<b>Arissa Pearson</b>	December-20	November-23
3 years	<b>Krysta Williams</b>	Feb '18, Dec '20	November-23

## Planning Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Nancy Bird, Vice Chair</b>	Nov '16, '19	November-22
3 years	<b>Mark Hall</b>	Nov '19	November-22
3 years	<b>Sarah Trumblee</b>	Dec '20	November-23
3 years	<b>John Baenen</b>	Dec '12, Dec '15, Nov '18	November-21
3 years	<b>vacant</b>		November-23
3 years	<b>Chris Bolin</b>	Sep '17, Nov '18	November-21
3 years	<b>Trae Lohse</b>	Nov '18, Dec '20	November-23

seat up for re-appt in Nov 21

seat up for re-election in 2021

**vacant**

board/commission chair

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

## Harbor Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Mike Babic	Nov '17, Dec '20	November-23
3 years	Andy Craig	Nov '16, '19	November-22
3 years	Max Wiese	Mar '11, Jan '14, Nov '17, Dec '20	November-23
3 years	Ken Jones	Feb '13, Nov '16, Nov '19	November-22
3 years	Jacob Betts, Chair	Nov '15, '18	November-21

## Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney, Chair	Aug '14, Nov '15, Nov '18	November-21
3 years	Henk Kruithof	Nov '19	November-22
3 years	Ryan Schuetze	Aug '18	November-21
3 years	Kirsti Jurica	Nov '18	November-21
3 years	Marvin VanDenBroek	Feb '14, Nov '16, Nov '19	November-22
3 years	Karen Hallquist	Nov '13, '16, '19	November-22
3 years	Dave Zastrow	Sept '14, Feb '15, Nov '17, Dec '20	November-23

## Historic Preservation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Cathy Sherman, Chair	Aug '16, Nov '19	November-22
3 years	Heather Hall	Aug '16, Feb '20	November-22
3 years	Sylvia Lange	Nov '19	November-22
3 years	John Wachtel	Aug '16, Nov '18	November-21
3 years	Wendy Ranney	Nov '18	November-21
3 years	Nancy Bird	Nov '17, Nov '18	November-21
3 years	Jim Casement	Nov '17, Dec '20	November-23

seat up for re-election in 2021

board/commission chair

seat up for re-appt in Nov 21

**vacant**