

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
March 3, 2021 @ 7:00 pm
Cordova Center Community Rooms
Agenda**

**Cordova General Election
March 2, 2021**



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. Incident Management Team, COVID-19 Update

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

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

4. Student Council Representative Report – none

G. Approval of Consent Calendar

H. Approval of Minutes – none

I. Consideration of Bids – none

J. Reports of Officers

5. Mayor's Report

6. City Manager's Report

7. City Clerk's Report

K. Correspondence

8. 02-10-21 Letter from EVOSTC, invitations for proposals..... (page 1)

9. 02-23-21 Mayor Koplin letter of support for William Deaton..... (page 2)

L. Ordinances and Resolutions

10. Ordinance 1194..... (roll call vote)(page 3)
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 – 2nd reading
11. Resolution 03-21-05..... (roll call vote)(page 7)
A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Alpine Diesel, LLC. to install and purchase a rebuilt Volvo loader engine for the City of Cordova

M. Unfinished Business – none

N. New & Miscellaneous Business

12. Discussion of COVID-19 Emergency Response
13. Council direction to staff regarding Impound Lot RFP..... (voice vote)(page 12)
• Report/PowerPoint by Public Works/Police Department
14. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 18)

O. Audience Participation

P. Council Comments

Q. Executive Session

15. Council discussion of City Clerk’s evaluation, in executive session because it is a subject that may prejudice the reputation or character of a person; 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

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

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

Exxon Valdez Oil Spill Trustee Council

4230 University Dr., Ste. 220 • Anchorage, AK 99508-4650 • 907 278 8012 • fax 907 276 7178



February 10, 2021

Re: FY2022-2026 Invitation and FY22-2031 Invitation

Dear Interested Party:

The *Exxon Valdez* Oil Spill Trustee Council (EVOSTC) would like to inform you that two Invitations for Proposals were issued and available on the EVOSTC website (<https://evostc.state.ak.us/>): The 5-year 2022-2026 Invitation for General Restoration Project Proposals and the 10-year 2022-2031 Invitation for Long-term research and monitoring, Mariculture, and Education and Outreach projects. Please check the website for more information, including proposal and budget forms.

Proposals are due to the EVOSTC office by **March 29, 2021**.

<https://evostc.state.ak.us/publications/invitations-for-proposals/>

Please forward this message to you community members.

If you would like paper copies of the Invitations, proposal and budget forms, please email your request to dfg.evos.restoration@alaska.gov.

Sincerely,

The EVOSTC Staff

CITY OF CORDOVA



February 25, 2021

U.S. Senator Josh Hawley, Missouri
212 Russell Senate Office Building
Washington, D.C. 20510

RE: Internship Support Letter for Mr. William Deaton

The Honorable Senator Hawley:

It gives me great pleasure to recommend Mr. William Deaton, a principled, talented, motivated young man, as a summer intern to your office. I believe that the values I have come to appreciate in model citizens; empathy, enthusiasm, social skills, strong work ethic, reputation, and character make Mr. Deaton an ideal internship candidate for your office. Furthermore, your standing as a leading constitutional attorney and U.S. Senator would accelerate William's leadership path.

As Mayor of the community of Cordova, Alaska, I have had the opportunity to work directly with Mr. Deaton. His creative, persistent, and solutions-oriented engagement in the Cordova City Council meetings and Alaska State Legislative sessions are a model and inspiration to all citizens, remarkable contributions for a high school student now in college. His selection as a U.S. Senate Page for U.S. Senator Lisa Murkowski is a further tribute to his engagement and leadership.

William recently approached me to collaborate on a long-term solution to a perennial failure of the Alaska Marine Highway System (AMHS) to provide consistent service to Cordova. In all the community, he was the one individual that approached me to assist in articulating a proactive, solution-based approach to a problem perceived by many to be too large to fix.

William's enthusiasm and work ethic will lead him to meaningful contributions in your office that will reflect well on you and your constituency. I encourage you to extend the opportunity to William Deaton to serve as your summer intern. I believe that employing from outside your State can help form a bridge to the Alaskan U.S. Senators Sullivan and Murkowski, with whom William has a good working relationship and rapport. Please contact me if you have any questions.

Respectfully,

Clay Koplín, Mayor
City of Cordova, Alaska
PO Box 1210
Cordova, AK 99574
(907) 253-5026 M, mayor@cityofcordova.net



Agenda Item 10
City Council Meeting Date: 3/3/2021
City Council Communication Form

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

Ordinance Motion
 Resolution Information

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: March 3, 2021

PASSED AND APPROVED THIS 3rd DAY OF MARCH 2021.

Clay R. Koplín, 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 8th, 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 8TH DAY OF DECEMBER, 2020



Tom McGann, Chair

ATTEST:



Leif Stavig, City Planner



AGENDA ITEM 11
City Council Meeting Date: 03/03/2021
CITY COUNCIL COMMUNICATION FORM

FROM: Samantha Greenwood, Public Works Director
DATE: 02/22/21
ITEM: Award of a Sole Source Contract to Alpine Diesel LLC.
NEXT STEP: Council authorizes the City Manager to negotiate this contract.

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE: To approve a sole source contract for Alpine Diesel LLC to purchase, install, a Volvo rebuilt engine into the Streets L120 loader.

5.12.150 - Sole source procurements.

A. The city may procure supplies, services, or construction without competition where the city manager determines in writing that one of the following circumstances applies:

1. Supplies, services or construction that reasonably meet the city's requirements are available from only one vendor;
2. The supplies, services or construction have a uniform price wherever purchased;
3. The supplies, services or construction may be purchased from or through another governmental unit at a price lower than that obtainable from private vendors;
4. The price of the supplies, services or construction is fixed by a regulatory authority; or
5. The contract is for professional services that the council by resolution determines to procure without formal competition.

B. The award of any contract under this section shall be subject to prior council approval in accordance with Section 5.12.040.

This contact meets the requirements A1 by providing timely replacement of the engine, a warranty, it's an efficient option because the mechanics are in Cordova, the engine is in the US, no parts have to be shipped from Sweden, which reduces the time for the installation because the engine is already rebuilt and the work can be done in Cordova by only one vendor. The legal definition of professional services is "a service requiring specialized knowledge and skill usually of a mental or intellectual nature and usually

requiring a license, certification, or registration.” The skills and knowledge to install a rebuilt Volvo rebuilt engine and to provide the coordination with Volvo meet the requirements of professional services.

II. RECOMMENDED ACTION / NEXT STEP: Council suggested motion “Approve Resolution 03-21-05”.

III. FISCAL IMPACTS: The contract will be paid for through approved budget line item 101-605-54010 Vehicle Parts & Repairs in Equipment Maintenance

This budget line item has sufficient funds to cover this expense and does not require a budget amendment.

IV. BACKGROUND INFORMATION:

The L120 Volvo loader began losing coolant and overheating. City staff decided to have the loader inspected by an expert due to the potential seriousness of the problem. Alpine Diesel was asked to inspect the issue:

Alpine Diesel Inspection report:

Found that coolant was coming out of the #5 cylinder. Upon removing the cylinder head, it was found that the #5-cylinder liner is seated too low in the block. This in overtime turn damaged the liner, the head gasket, and the head. Making the machine inoperable

There are several possible conditions that could cause the liner to sit too low-

1.The block could have been counter-bored incorrectly.

2.The liner protrusion is too low which let the liner vibrate in place wearing on the head gasket, which caused the leak.

3.The head bolts stretched causing the head to not have a total compression on the block.

The loader is a crucial component of the city’s snow removal program. Without the loader, the city has had to initiate a contract with a local contractor to provide on-call as-needed snow removal. The loader is used throughout the year for drainage projects and other street projects.

There are currently only three Volvo rebuilt engines in the US, all of which are available through CMI. The estimated timeframe for this project is:

Engine shipping to Cordova = 7-10 Days

Installation time = 5-7 Days

Volvo initial start-up and warranty = 3-5 Days

Total = 22 Days

Purchasing a certified rebuilt engine provides the city with a 3-year warranty on the

rebuilt engine.

If the engine were to be rebuilt by Alpine Diesel, the timeframe would be:

Shipping from Sweden = 5-20 Days

Shipping from Seattle = 15-20 Days

Rebuild and install = 10-14 Days

Total = 54 Days

This is not an acceptable timeframe for the city and does not provide a warranty.

V. LEGAL ISSUES: N/A.

VI. SUMMARY AND ALTERNATIVES: Council could choose not to approve the resolution and the loader would remain inoperable.

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-05**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE CITY MANAGER TO ENTER INTO A SOLE SOURCE CONTRACT
WITH ALPINE DIESEL, LLC. TO INSTALL AND PURCHASE A REBUILT VOLVO
LOADER ENGINE FOR THE CITY OF CORDOVA**

WHEREAS, the Streets Department Volvo L120 loader is a crucial piece of equipment for snow removal; and

WHEREAS, the city has had to enter into an on-call contract for a similar piece of equipment to be able to provide timely snow removal for public safety; and

WHEREAS, the loader is also used year-round for drainage projects, road repairs, and other maintenance completed by the streets department; and

WHEREAS, the Volvo L120 loader engine needs to be replaced; the #5-cylinder liner is seated too low in the block. This in turn damaged the liner, the head gasket, and the engine is currently inoperable; and

WHEREAS, Alpine Diesel has mechanics, experience, and time available to install a factory rebuilt diesel engine in Cordova; and

WHEREAS, Alpine Diesel has located the only three rebuilt Volvo engines in the United States and these are available from one vendor; and

WHEREAS, having a sole source contract with Alpine Diesel provides the city the best opportunity to return the Volvo L120 loader back quickly and cost-efficiently to service; and

WHEREAS, having a sole source contract with Alpine Diesel to purchase and install the rebuilt engine provides the city the best opportunity to meet the city's needs and is only available in Cordova from Alpine Diesel; and

WHEREAS, City Council does hereby approve the following as required in Cordova Municipal Code Section 5.12.040 Council approval of contracts:

- A. Contractor: *Alpine Diesel LLC*
- B. Contract price: *\$69,500.00*
- C. Nature and quantity of the performance that the City shall receive:

Alpine Diesel will coordinate and secure a rebuilt Volvo D7 Volvo engine, send the existing motor to Anchorage for Core credit, install the rebuilt engine, coordinate Volvo rep start-up, and activation of the 3-year warranty. Price includes FOB to Cordova.

- D. Time for performance: Estimated *Completed the third week of March.*
- and;

WHEREAS pursuant to Cordova Municipal Code Section 5.12.150A, the City Manager has determined in writing that, due to Alpine Diesel, LLC's. experience, ability to complete the work efficiently and timely, ability to provide a warranty, and specific knowledge of the city's equipment, City Council agrees in approving this resolution that the professional services and the city requirements are being met with a sole contract with Alpine Diesel, LLC.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska, hereby authorizes the City Manager to enter into a sole source contract with Alpine Diesel, LLC. to purchase and install a rebuilt Volvo loader engine for the City of Cordova.

PASSED AND APPROVED THIS 3rd DAY OF MARCH 2021

Clay R. Koplín, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

DRAFT



AGENDA ITEM 13
City Council Meeting Date: 3/3/2021
CITY COUNCIL COMMUNICATION FORM

FROM: Samantha Greenwood, Public Works Director
DATE: 2/23/21
ITEM: Impound lot direction
NEXT STEP: Council authorizes the City Manager to advertise RFP installing a security fence for the impound lot

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST/ISSUE: Direction regarding impound lot locations and security improvements.

II. RECOMMENDED ACTION / NEXT STEP: Council suggested motion “to direct the City Manager to issue an RFP to provide chain link fencing for the existing impound yard as described in attachment A.”

III. FISCAL IMPACTS: This item is not budgeted and would require a budget amendment.

IV. BACKGROUND INFORMATION: See Attachment A

V. LEGAL ISSUES: Without proper security, the city may incur expenses for damage done to impounded cars, and high value and evidence vehicles will remain stored at the public safety building. Evidence cars must be secured until the case is closed and derelict/abandoned vehicles must be held for a minimum of 50 days.

VI. SUMMARY AND ALTERNATIVES: Council could choose:

1. To continue using impound lot for derelict/abandoned vehicles and the public safety parking lot for evidence and high value vehicles.
2. Direct CM to develop an alternate location and provide direction on security improvements at that location.

Attachment A

Purpose

Review locations and requirements for the impound lot.

Issues

The current impound lot on the North Fill is unsecured. Evidence or high-value vehicles are being stored in the public safety building parking lot due to the lack of security at the existing impound lot. Derelict vehicles are being stripped at the current impound lot. Are there other impound lot locations?

Background

There are two types of **impounds** – Evidence vehicles and derelict/abandoned vehicles.

Evidence vehicles

These vehicles are currently stored at the public safety building parking lot due to the lack of security at the impound lot. Evidence vehicles must be picked up at the time of the arrest and secured for evidence. There are strict requirements for chain of custody and retaining the vehicles. All evidence vehicles must remain with the city until the case has been closed, which can take months or years. Usually, the vehicle is recovered by the owner. If not or if forfeited by the court to the city the vehicles will be auctioned.

Derelict or abandoned vehicles

These are vehicles that are left in parking lots, ROWs, and other public areas. Typically, they are in poor condition. These vehicles are being stored at the existing impound lot. The vehicles are red-tagged and remain in place for 15 days. During that time, the owner may claim the vehicle. After 15 days the vehicle can be impounded by the city and moved. The owner has 7 additional days to claim the vehicle. There is no security or fencing at the current impound lot and the vehicles are being stripped and vandalized. This could be a liability to the city if the owner claims the vehicle and these acts reduce the value of the vehicles at the auction.

High-value abandoned vehicles are newer vehicles that are in obvious working condition, these are being stored at the public safety building for security reasons. The city is liable for the vehicle upon impoundment, meaning if any damage occurs, however that may happen, the owner could hold the city responsible.

Auction

The city is required to hold vehicles for 30 days after which time they can be auctioned. Auctions for all impounded vehicles require legal notification of the owners, 20 days of advertising, and is a paperwork intensive process. Moving forward, two auctions a year will be held, a spring and fall auction which will allow the vehicles to be moved through the process and hopefully keep the number of non-evidence vehicles in the impound lot down to a minimum. We currently have 13 vehicles in the impound lot and 10 at the public safety building.

Due to the many timeframe requirements, types of impounds, and depending on the number of impounds, it is difficult to estimate the number of vehicles that may be in the impound at any given time. The city is liable for all vehicles that are impounded for a minimum of 50 days (the 30 days the city is required to hold the vehicle, and the 20 days required advertising) after the initial notice of impoundment. Evidence vehicles are a liability to the city until the case is closed.

Streets Department Role

Public Safety notifies the Streets Department of abandoned/derelict vehicles that need to be picked up from where the vehicle was tagged. Equipment used to move vehicles to the impound lot include the

Rollback Truck, a tow dolly, an axle dolly, and the loader with forks. Two employees are used for safety, in either evidence (callout) or abandonment/derelect impoundments. After an auction and as time allows, the street crew hauls the unsold vehicles from the impound lot to the city shop where the vehicle's fluids drained, and the battery is removed. Finally, the vehicle is hauled to the 17-mile city landfill.

Possible Locations for the Impound Lot

Copper River Highway Lot (Next to Eagle Construction)

Current Use

The Streets Department uses the property for screening gravel that is used for drainage projects, potholes, and other street projects. The existing impound lot on the North Fill is 72 feet wide by 118 feet long. To gain that size of space on the Copper River Highway lot, approximately 1,000 yards of rock (100 truckloads) would have to be removed. There is a possibility some blasting, or hammering may be needed to level the ground. The Public Works Department estimates this would cost between \$15,000 and \$20,000 dollars to contract out and have the area prepared for fencing. This site has been "identified" as the future public safety building location per resolution. There is no security or fencing in place.

17 Mile Landfill

ADEC will not permit the storage of impounded vehicles with fluids at the landfill. We cannot remove fluids for 30 days after impoundment.

Baler

Current Use

This lot is leased from the state for use as a public transfer site for residential trash, C&D, and other large items. The lot currently houses roll off containers, dumpsters, recycling dumpsters, web recycling vans, and appliances for transfer to the Landfill. A portion of the lot is used for snow storage in the winter. The lot is too small to provide the current services and store impounded vehicles. The lot is not completely fenced, and security is limited.

Harbor Loop Recycle Lot

Current Use

The use of this lot is currently split between vehicle and recreational boat trailer parking and a portion is leased by Copper River Watershed for recycling containers. This lot is in a business district, an impound lot would not be a permitted use and would not be in harmony with the current zoning. The lot is not fenced and there is no security.

Wastewater Treatment Plant

Current Use

The wastewater treatment plant is a permitted and working treatment plant with open treatment ponds. The lot is used to store pipes, appretices for water and sewer lines, fire hydrants, snow, and other equipment which always need to be accessible. ADEC only allows authorized persons on the property, the vehicles would have to be removed for auctions. The impounded vehicles would be an attractant, if any vandalism were to occur to the plant it could have catastrophic consequences for the treatment of effluent. Security is limited. The area is not completely fenced and ADEC approval/concurrence would be needed. At any point, ADEC could disallow the use.

Mile 4 Substation

This property is not an option due to the lot size, topography, and State highway right of way. The building and training area is located on most of the buildable property. The front property line is about 10 to 15 feet from the front of the building.

Existing Impound Lot

The existing impound lot is 72 X 118 with a total of 8,496 square feet. The best access for placing impounded vehicles is from Jim Poor Avenue. There is space lost on this end of the lot (Jim Poor Ave. access point) in order for the equipment to be able to maneuver. The roll back truck is 39 feet long and when extended is 50 feet. All calculations with vehicles were done using a vehicle 21 feet long and 6 feet wide. Removed 1600 square feet for equipment maneuverability from the number of vehicles per lot size.

Security could be provided via two options container fencing or chain link fence.

Container Fencing

Square footage is reduced by 2784 square feet if connexes are used.

Lot could hold on average 32 vehicles.

Approximately 20 fewer vehicles could be parked based on average - length 21 feet used for calculations

20' foot containers – used \$3000 FOB to Cordova, New \$5000 FOB to Cordova

40' foot containers – used \$3000 FOB to Cordova, New \$7000 FOB to Cordova

Could purchase a new 20- or 40-foot container for evidence. The end of the container could be accessed from any area where the perimeter is secured by fencing.

The existing container at the lot has been sitting on the ground for years. The condition of the floor is marginal probably not reusable.

10 used containers \$30,000 shipped. 6 @ 20 feet and 4 @ 40 feet

Electric cantilever gate with keypad security \$28,000.

Razor ribbon – \$547.99

Barbed wire – \$62.80

Barbed wire – \$2,152.06

Fencing for gaps \$1000

Man-Gate with lock \$550

\$40 -10' X 6" X 6" Pressure treated beams (get connexes off ground) – \$3,440

200-amp electrical service to property – \$4500

Total cost for materials – \$69,701.86

This does not include labor, site prep, connex placement, installing wire or electrician to hook up the gate.

Chain Link Fence Installed

The lump-sum price was provided by a fencing company. This included travel to Cordova.

The lot could hold on average 54 vehicles.

380 LF 8' 9-gage privacy chain link fences

Two strands of barbed wire and one-row of 18" galvanized razor ribbon

4" corner and gate post

2 7/8-line post all set in concrete 4' deep.

5/8 LG 40 top, middle, and bottom rail tied with 9-gage steel twist ties.

Automated 16' opening cantilever gate with keypad, lift master SL595 operator with heater, photo eye, safety edge, a wireless keypad on the outside of the fence, & garage type openers

Gate will be hooked up to electrical and programmed.

Price does not include electrical to the lot (\$4500)

\$74,400

Neither of these options has video surveillance. The estimated price to install a security system about \$2500. Motion lights and other preventive measures could be installed as money/time allows.



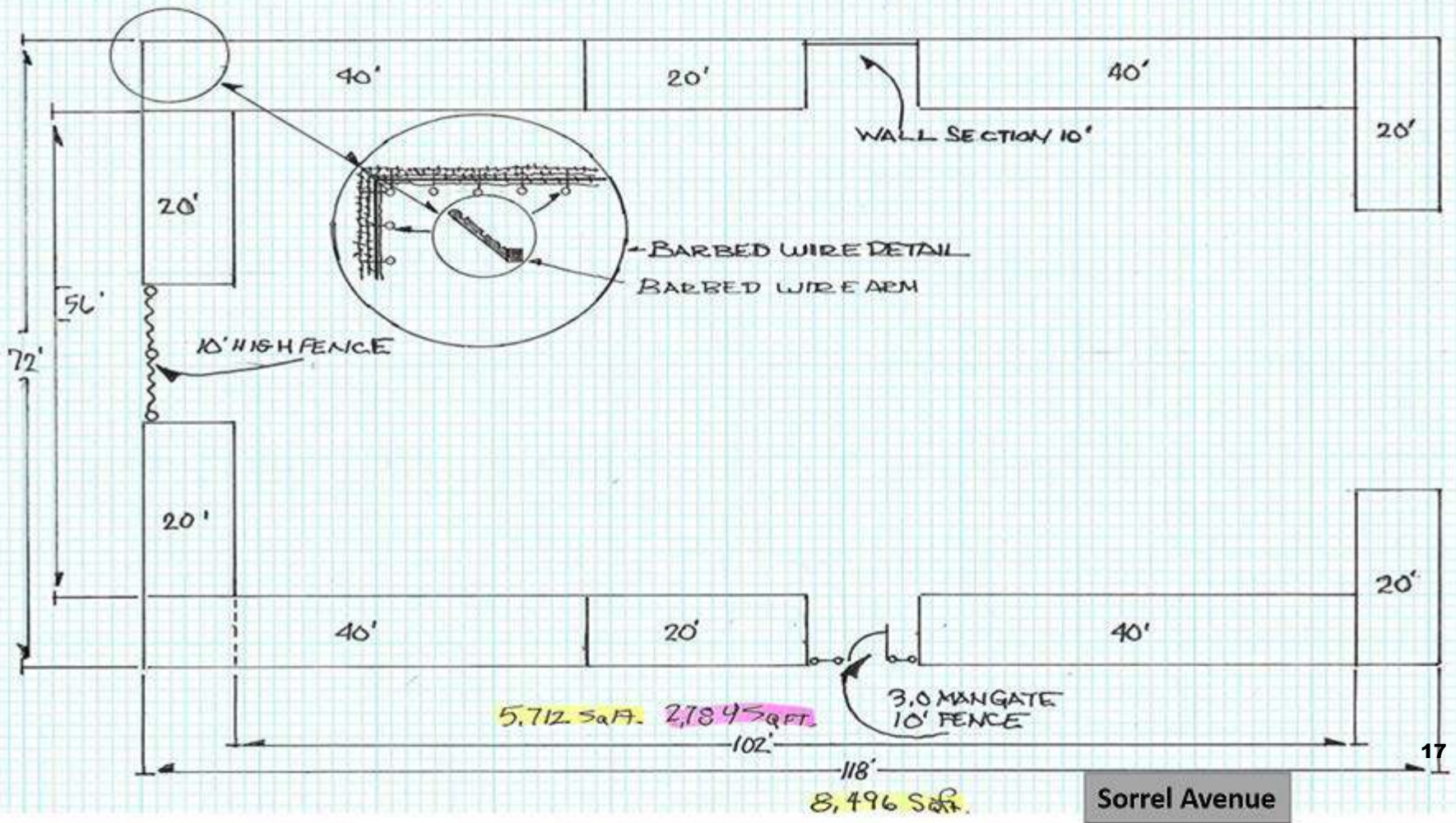
SWITZER STREET

COAST GUARD LANE

Jim Poor Avenue

SORREL LANE

Lot 4A



Pending Agenda (PA) Primer

What is Pending Agenda?

A list of topics that Council wants to explore in the future (these are Pending, for an Agenda).

These topics might be worthy of an agenda item at a regular/special meeting (if there is a specific action being requested).

These topics might be worthy of a work session when Council can discuss at more length and come to a consensus about direction to staff to bring an action back.

How do you get something ON Pending Agenda?

During PA, a Council member can suggest a topic to add to PA. At that time, a second Council member, the Mayor or the City Manager can act as the second who agrees to add the item to the Pending Agenda List.

How do you get something OFF Pending Agenda?

During PA, a Council member can mention a topic that is on the list of topics and name a **specific date** to hear the item, either as an action item on a regular/special meeting or as a discussion item for a work session. If this occurs, a second member is still required, and the member(s) should clearly articulate the action intended or the specific topic for discussion and set a specific date.

Quarterly, we will go through all the items listed on PA and purge the ones that no longer seem practical or that have been handled already.

What is NOT appropriate for Pending Agenda?

Sometimes items are considered for PA but are more appropriately tasks for the Clerk or Manager. These items might warrant Council action in the future, and if so, will be brought back when that is necessary. A consensus of the entire body is required to task the Manager or Clerk with something specific.

The PA part of the meeting sometimes becomes a more detailed discussion of an item being proposed. Council should refrain from the extraneous discussion of a topic at this time and instead clearly state the item, get agreement of a second, and it will be added to the list. Obviously, sometimes a short discussion is required in order to articulate the detail of what is being added.



City Council of the City of Cordova, Alaska
Pending Agenda March 3, 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) City land management (disposal etal) including disposition of proceeds into City funds | 2/19/2020 |
| 2) City Manager authority re: purchases/contracts and whether budgeted/unbudgeted - new finance director | 2/19/2020 |
| 3) Ordinance change (Title 4) before a new CBA gets negotiated - so Council has a role in approval process | 2/17/2021 |
| 4) Refuse - strategic planning for how refuse happens in Cordova/site visit | 2/17/2021 |
| 5) City impound lot - best place for this; can we move all the vehicles in front of public safety bldg
report from Public Works and Police Dept 3/3/21 | 3/3/2021 |
| 6) RFP for City Assessor - to discuss at 2021 budget prep | 9/16/2020 |
| 7) Continuity of gov't/ succession of gov't discussion (Acting CM/Interim CM) - budget 2021 discussion | 9/16/2020 |
| 8) City addressing - Manager to report back with a recommendation after January 2021 | 11/4/2020 |
| 9) Harbor Commission - discussion to expand to 7 members - other board/commission discussion | 12/16/2020 |
| 10) Public Safety Resources - discussion | 1/20/2021 |

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

- | | |
|---|------------|
| 1) Res 05-20-18 re CCMC sale committee, referred to staff at 5/6/20 | 5/6/2020 |
| 2) Res 12-18-36 re E-911, will be back when a plan has been made, referred 12/19/18 | 2/19/2020 |
| 3) Res 12-20-45 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 (included here) | |
| 3/3/2021 6/2/2021 9/15/2021 12/1/2021 | |
| 3) Staff quarterly reports will be in the following packets: | |
| 4/21/2021 7/21/2021 10/20/2021 1/19/2022 | |
| 4) Joint City Council and School Board Meetings - twice per year, April & October | |
| 6pm before Council Mtg @ CC 4/7/2021 6pm @ CHS before Sch Bd mtg 10/13/2021 | |
| 5) Clerk's evaluation - each year in Feb or Mar | |

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

item for action	tasking which staff: Mgr/Clrk?	proposed date
1) ...		
2) ...		
3) ...		

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



City Council of the City of Cordova, Alaska
Pending Agenda March 3, 2021 Regular Council Meeting

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






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

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

- 1) Prince William Sound Regional Citizens Advisory Council**
Robert Beedle 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**
Tom Bailer re-appointed October 2018 3 year term until Sept 2021
appointed February 2017-filled a vacancy
- 3) Southeast Conference AMHS Reform Project Steering Committee**
Mike Anderson appointed April 2016 until completion of project
Sylvia Lange alternate

March 2021




CALENDAR MONTH	MARCH
CALENDAR YEAR	2021
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	1 last day to absentee vote Mar 1 8a-5p	2  Cordova General Election 7am - 8pm CCA	3 6:45 Public Hearing 7:00 Council reg mtg CCAB	4	5	6
7	8	9 6:30 P&Z CCAB	10 6:00 Harbor Cms CCM 7:00 Sch Bd HSL	11 2021 assessment notices mailed	12 CHS end of 3Q	13
14 	15 CSD Spring Break March 15 - 19, 2021	16	17  5:30 CTC Board Meeting 7:00 Council reg mtg CCAB	18 CSD Spring Break March 15 - 19, 2021	19	20 
21	22	23	24 6:00 CEC Board Meeting	25 6:00 CCMCAB HCR	26	27
28	29 Sewards Day City Hall Offices Closed 	30 6:00 P&R CCM	31	1	2	3

4	5	<p>Notes</p> <p>Legend: <u>CCAB</u>-Community Rms A&B <u>HSL</u>-High School Library <u>CCA</u>-Community Rm A <u>CCB</u>-Community Rm B <u>CCM</u>-Mayor's Conf Rm <u>CCER</u>-Education Room <u>LN</u>-Library Fireplace Nook <u>CRG</u>-Copper River Gallery <u>HCR</u>-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</p>
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April 2021

CALENDAR MONTH	APRIL
CALENDAR YEAR	2021
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1  April Fool's Day	2	3
4  Easter Sunday	5	6	7 6:00 Joint Wksn w School Board 7:00 Council reg mtg CCAB	8	9 appeal period for 2021 property assessments closes	10
11	12	13 6:30 P&Z CCAB	14 6:00 Harbor Cms CCM 7:00 Sch Bd HSL	15	16	17
18	19 7:00 BOE CCAB	20	21 5:30 CTC Board Meeting 7:00 Council reg mtg CCAB	22  Earth Day	23	24
25	26	27 6:00 P&R CCM	28 6:00 CEC Board Meeting	29 6:00 CCMCAB HCR	30	1

2	3	<p>Notes</p> <p>Legend: <u>CCAB</u>-Community Rms A&B <u>HSL</u>-High School Library <u>CCA</u>-Community Rm A <u>CCB</u>-Community Rm B <u>CCM</u>-Mayor's Conf Rm <u>CCER</u>-Education Room <u>LN</u>-Library Fireplace Nook <u>CRG</u>-Copper River Gallery <u>HCR</u>-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</p>
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**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:

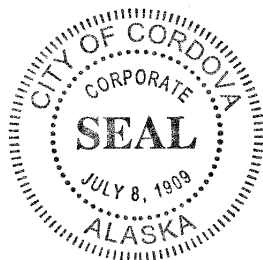
1. Port and Harbor Renovations
 - a. South Harbor replacement (G, H & J floats priority)
 - b. Harbor basin expansion
 - c. General upgrades (north harbor sidewalks, waste oil building, harbor crane)
2. Upgrade Community Water Supply
3. Large Vessel Maintenance Facility
 - a. Shipyard building
 - b. Shipyard expansion and improvements
4. Public Safety Building
5. Road Improvements / ADA Sidewalk Improvements
 - a. Second Street
 - b. 6th & 7th 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 6th DAY OF MAY 2020




Clay R. Koplín, Mayor

ATTEST:


Susan Bourgeois, CMC, City Clerk

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

Mayor and City Council - Elected

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

elected by cncl

Cordova School District School Board - Elected

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

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	Kelsey Appleton Hayden CCMCBoardSeatE@cdvcmc.com	March 3, 2020	March-23
3 years	Greg Meyer, Chair CCMCBoardSeatA@cdvcmc.com	Jul 19, 2018, Mar 5, 2019	March-22
3 years	Craig Kuntz, Vice Chair <small>elected by board</small> CCMCBoardSeatB@cdvcmc.com	March 26, 2020	March-22
3 years	Linnea Ronnegard CCMCBoardSeatC@cdvcmc.com	March 6, 2018	March-21
3 years	Gary Graham CCMCBoardSeatD@cdvcmc.com	May 31, 2018, Mar 5, 2019	March-21

Library Board - Appointed

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

Planning Commission - Appointed

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