

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 17, 2021 @ 7:00 pm
Cordova Center Community Rooms
Agenda**

**Happy St. Patrick's Day
March 17, 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. Northern Edge 2021 – presentation and Q&A from US Navy, Air Force etal reps
- b. Incident Management Team, COVID-19 Update – **Heather Brannon** reporting..... (page 1)
on processors returning for summer

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

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

- a. CSD Board of Education Resolution 2021-06 thanking the..... (page 3)
City of Cordova for its response to the Covid-19 pandemic
- b. PWSRCAC Jan 2021 Board meeting highlights..... (page 4)

4. Student Council Representative Report..... (page 9)

G. Approval of Consent Calendar

5. Resolution 03-21-06..... (page 10)

A resolution of the Council of the City of Cordova, Alaska, supporting an Economic Development Administration (EDA) grant application to improve and upgrade the Cordova South Harbor

6. Resolution 03-21-07..... (page 12)

A resolution of the Council of the City of Cordova, Alaska, supporting a better utilizing investments to leverage development (BUILD) grant application to improve and upgrade the Cordova South Harbor

7. Resolution 03-21-08..... (page 13)

A resolution of the Council of the City of Cordova, Alaska, supporting a port infrastructure development program (PIDP) grant application to improve and upgrade the Cordova South Harbor

8. Resolution 03-21-10..... (page 14)

A resolution of the Council of the City of Cordova, Alaska, stating support for an application to the State's recreation trails grant program for funds to restore the Mike O'Leary Trail

9. Resolution 03-21-11..... (page 16)

A resolution of the Council of the City of Cordova, Alaska, approving the final plat of Cannery Row Addition 1

10. Resolution 03-21-12..... (page 21)

A resolution of the Council of the City of Cordova, Alaska, approving the final plat of Scott Subdivision

11. Resolution 03-21-13..... (page 26)
A resolution of the Council of the City of Cordova, Alaska, supporting efforts by the State of Alaska and FEMA to conduct a snow avalanche and landslide hazards assessment in and around the City of Cordova
12. Resolution 03-21-14..... (page 29)
A resolution of the Council of the City of Cordova, Alaska adopting the 2021 land disposal maps

H. Approval of Minutes – none

I. Consideration of Bids – none

J. Reports of Officers

13. Mayor's Report
14. City Manager's Report..... (page 48)
a. Harbor grants update (**Curtis Fincher, Sam Greenwood, Tony Schinella**)..... (page 49)
15. City Clerk's Report..... (page 51)

K. Correspondence

16. 02-26-21 Card from CSD thanking City for HVAC upgrades at high school..... (page 59)
17. DNR, Div. of Mining Land Water – comment period notice for 4 aquatic..... (page 61)
farmsite leases near Cordova

L. Ordinances and Resolutions

18. Resolution 03-21-09..... (voice vote)(page 66)
Certification of the official results of the March 2, 2021 City of Cordova General Election
Mayor Koplin to swear in: Council members **Melina Meyer, Anne Schaefer**
School Board members: **Henk Kruithof, Pete Hoepfner**
CCMCA Board members: **Linnea Ronnegard, Liz Senear**

M. Unfinished Business - none

N. New & Miscellaneous Business

19. Discussion of COVID-19 Emergency Response
20. City Departments: Council's high-level look: Cordova Police Dept..... (page 69)
21. Disposal and method of disposal for "Forest Svc Dock and Marine Warehouse"..... (voice vote)(page 71)
22. Disposal and method of disposal for Portion of Tract 1A, Ocean Dock Sub #2..... (voice vote)(page 88)
23. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 93)

O. Audience Participation

P. Council Comments

Q. Executive Session

24. Item 20 may go into an executive session because negotiations for land disposal can be subjects the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

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



On February 18th, the City of Cordova held the first Industry call of the 2021 season. All local processors attended along with our State partners from the Department of Health and Social Services, the Department of Environmental Conservation, Alaska State Public Health, the City of Cordova Medical Response Team, and other various local stakeholders who engage in Industry activity. The purpose of this call was to collaborate on local and State recommendations and guidelines for the upcoming season and to offer support to our Industry as we move through updating plans and procedures for this year.

A brief update was given explaining our current Unified Command structure, Medical Response Team representatives and Vaccination Team representatives. All three of these groups together will be engaged in assisting the Industry as needed throughout the summer. Contact information was communicated both verbally and in the form of a local communications plan to ensure that all Industry leaders have the information they need should any questions or concerns arise.

As we have transitioned into a different phase of response both City and Statewide much of the previous guidance has been updated. Documents provided to our Industry group for reference include:

- The Letter to Critical Infrastructure Industry Leaders
- The Critical Infrastructure Employee Letter Template
- DHSS Press Release on Vaccine Phase 1 Tier 2
- Guidance on Critical Infrastructure Workers
- The revised Health Advisory 4
- Instructions for Community Workforce Protection Plans
- Outbreak Health Order 5
- Local Industry Communications Plan
- Health Alert 2 – Travel
- Health Alert 3 – Travel
- CDC Order on International Travel

Many of the current guidelines have fewer restrictions, however our Industry group is maintaining much of the stricter guidance from the previous year. It has been shown in recent lessons learned from large industry outbreaks throughout our state that holding to those best practices is essential for the success of the industry as a whole. Our processors have agreed to:

- Prepare their plants to create a COVID safe environment for both local and incoming workers.
- Maintain strict quarantine for incoming workers.
- Maintain routine testing for both incoming and local workers.
- Follow all COVID related travel protocols.

- Adhere to State recommendations.
- Communicate incoming staff numbers to the Medical Response Team via Industry Meetings.
- Attend Industry Meetings throughout the season.
- Work with the Unified Command, Medical Response Team and Vaccination Team as needed.

In addition, Trident and Ocean Beauty will be staffing their own in-house nurses again this season to provide the best possible care for both local and incoming workers. These nurses will have cooperation and communication with local medical staff from both CCMC and Ilanka. There has been a request to erect the fence that was placed around the two facilities last year again this season. This fence creates a necessary boundary to assist the processors in creating a separation that enhances the success of being able to maintain a COVID free environment. Creating this boundary is especially important in a large congregate setting where it is essential for the processor to maintain health in order to safely and efficiently operate.

All processors are reviewing their plans from last season and making changes to reflect off lessons learned from last year and incorporate new guidance. They have actively each engaged in conversation surrounding vaccination and what this looks like rolling into the season. Support for both vaccination allocation and testing for the Industry was addressed on this call and all agreed to the communication of incoming workforce numbers to help with the planning process. Plans for Industry vaccination are still developing with the guidance of the Medical Response Team and our State partners. Many local Industry workers have already received vaccination.

Our local representatives from the Medical Response Team were able to communicate both testing and vaccine allocation needs to our state partners on this call. These needs were communicated in consideration of both our incoming Industry workers and our incoming fleet as all fall under critical infrastructure and are essential. There was positive feedback from the State that as information and timelines were communicated that we would have continued support.

Currently we are on course to have all mitigation plans in place prior to the start of the season. As a community we should be proud of our industry leaders as they are all engaging on a very responsible, cooperative, and considerate level. It is the goal of the City Emergency Management, the Unified Command, the Medical Response Team, the Vaccination Team, and our State Partners to match their commitment with an equal level of support.

Thank You,

Heather Brannon

EMC@cityofcordova.net



**RESOLUTION OF THE CORDOVA SCHOOL DISTRICT
BOARD OF EDUCATION**
Resolution No. 2021: 06

**A RESOLUTION EXPRESSING HEARTFELT THANKS TO THE CITY OF CORDOVA FOR ITS
RESPONSE TO THE COVID-19 PANDEMIC**

WHEREAS, COVID-19, a previously unknown respiratory illness caused by the coronavirus SARS-CoV-2, was declared a pandemic by the World Health Organization (WHO) on March 11, 2020, less than 3 months after cases were first detected; and

WHEREAS, the pandemic has caused widespread illness, deep economic and social disruption, and challenged organizations to rethink and reshape long-established operations, including school districts; and

WHEREAS, the entire community of Cordova has demonstrated resiliency, responded with care and compassion, and persevered through the continued uncertainty; and

WHEREAS, the City of Cordova leadership has prioritized the community's safety and health through local mandates and expectations for residents and visitors based on guidance and recommendations from medical authorities; and

WHEREAS, the City of Cordova has secured state and federal resources to support the community's well-being; and

WHEREAS, the City of Cordova continues to serve as a prominent example in the State of Alaska regarding community preparedness in a variety of emergency scenarios; and

WHEREAS, the tireless and continued efforts of the City of Cordova to confront the COVID-19 pandemic are deservedly notable; and

WHEREAS, Cordova School District is thankful for the continued support of the City of Cordova leadership; and

NOW, THEREFORE, BE IT RESOLVED, as the governing board responsible for ensuring a high-quality public education for each student in our community, the Cordova School District Board of Education is resolute in expressing its deep appreciation and gratitude to the entire entity of the City of Cordova for its coordinated response to the COVID-19 pandemic, and looks forward to a brighter future together as the community emerges from the pandemic stronger than ever.

Approved by the Cordova School District Board of Education on February 10, 2021.

 _____, Board President

Highlights from the January Board of Directors meeting

The Prince William Sound Regional Citizens' Advisory Council held a Board meeting on January 28 and 29, 2021. The following is a synopsis of actions and discussions that took place at that meeting. This report is not all inclusive.



Items of Interest:

Allision between Edison Chouest's tug Courageous and the tanker Polar Endeavour

On January 11, the escort tug Courageous allided with the tanker Polar Endeavour, which was still at Berth 4 at the Valdez Marine Terminal. The tug Courageous is owned and operated by Edison Chouest Offshore, the contractor who provides spill prevention and response services for Alyeska.

An **“allision”** occurs when a moving vessel comes in contact with a stationary object or vessel.

A **“collision”** occurs when both objects or vessels are moving when contact occurred.

Representatives from Alyeska and Polar Tankers updated the Board on the incident. The formal investigation has not yet been completed, however Alyeska noted that it appeared likely that the incident was caused by human error. Significant damage to the fully-loaded Polar Endeavour resulted from this incident. No oil was spilled during this event, however one mariner aboard the Courageous was injured. That mariner is expected to fully recover.

Council support for transparency in sale of BP assets

The Board directed staff to file an amicus curiae, or friend-of-the-court, brief in support of financial transparency related to the Hilcorp/Harvest Alaska purchase of BP's Alaska assets.

This sale transferred the largest percentage of ownership of Alyeska to Hilcorp (for the pipeline) and Harvest Alaska (for the terminal). On March 12, 2020, the Regulatory Commission of Alaska issued an order allowing the company's financial information to be kept confidential. The transfer was approved by the RCA in December 2020. The City of Valdez appealed both decisions. The Council's friend-of-the court brief will express support for the City's appeal.

The Council is concerned that the lack of publicly available financial and operational information sets a dangerous precedent for public transparency and trust. Additionally, the release of this detailed information is necessary for the public to know whether the company is financially fit, willing, and able to safely and reliably operate and maintain the Valdez Marine Terminal and Alyeska's Ship Escort/Response Vessel System, or to respond to an oil spill should prevention measures fail.

Hilcorp/Harvest and foreign-flag tankers shipping oil from the Valdez Marine Terminal

A representative from Hilcorp Alaska, Rob Kinnear, joined the meeting to update the Council on recent activities. Kinnear reported that several foreign-flagged tankers had shipped their oil from Prince William Sound in recent months. Kinnear noted that the frequency of these foreign shipments had increased due to reduced demand for oil within the U.S. during the pandemic. Fewer foreign shipments are expected in the future.

Council members had questions about the vetting process for the tankers' crews and equipment, specifically about crew training, participation in drills, and whether towing equipment met the rigorous standards set by Alaska due to extreme weather conditions. Alyeska noted that these topics are covered in the approval process for the tankers, which occurs before the vessels enter Alaska's waters.

Maritime English and miscommunications on foreign-flagged tankers

Dr. Nicole Ziegler presented her research on miscommunications aboard vessels between mariners from diverse cultures. She noted that 66% of international crews have mixed nationalities and multiple languages spoken on each vessel. Communication failures are one of the major causal factors for incidents at sea and these failures occur on domestic as well as international vessels.

These miscommunications are not just a failure to speak the same language, according to Dr Ziegler. Fatigue, noise, stress, cultural differences, and pragmatics all affect communications.

Pragmatics is the abstract meaning of language, which can vary widely by culture. Dr. Ziegler presented a case study of the allision of the container ship Cosco Busan with a bridge in San Francisco Bay and subsequent oil spill. The investigation determined that a misunderstanding and cultural differences between the English-speaking pilot and the Mandarin Chinese-speaking captain contributed to that 2007 incident.

Dr. Ziegler noted that a set of standard phrases called the "Standard Marine Communications Phrases" exists, however many mariners do not receive training in these phrases. Dr. Ziegler's presentation is available on the Council's YouTube channel: www.tinyurl.com/MaritimeEnglish

Update on radar outage in Prince William Sound

U.S. Coast Guard Commander Patrick Drayer updated the Council on efforts to repair and/or replace the outdated and inoperative radar systems in Prince William Sound. He reported that the radar covering Port Valdez is back online and that repairs to the rest of the radars in the Sound are still ongoing.

He also reported that the long-term plan is to replace all of the radar systems. The Coast Guard is planning an in-depth review of the systems this summer to determine the needs for reestablishing radar capability in the Sound. The timeline for replacement is not yet known, however CDR Drayer anticipated this could take considerable time. He reported that the Coast Guard is currently able to monitor all areas of the Sound using Automatic Identification System (AIS).

The Council is planning a review of AIS and radar to better understand the differences, including how the systems work together to prevent accidents and potential oil spills.

Update on review of Valdez Marine Terminal oil storage tank

Taku Engineering presented an update about a Council-funded study of the monitoring, maintenance, and inspection results of Tank 8, one of the oil storage tanks at the Valdez Marine Terminal. Alyeska planned to replace the floor of Tank 8 in 2020, however the pandemic caused delays. That work is now planned for 2023.

When analyzing the data from Alyeska's inspections, Taku Engineering noted there has been some corrosion on the tank floor, but that the reported corrosion rate should not cause problems before 2023, when the floor is planned for replacement. However, Taku Engineering pointed to an apparent error in some of the testing data used to ensure the efficacy of the system used to limit corrosion on Tank 8's floor. That corrosion limiting system is called a cathodic protection system. According to Taku Engineering, the error in that testing data may mean that the cathodic protection system is not protecting the tank's floor from corrosion effectively.

Taku Engineering also described some potential problems regarding the secondary containment system under Tank 8. This consists of an underground impermeable liner that would prevent any oil leaked from the tank from entering the surrounding soil. If the secondary containment liner is impermeable, water could collect on top of the liner and push up on the tank floor, which could damage the floor or other components of the tank. If the secondary containment liner has been damaged and is not impermeable, then in the event of a spill oil could escape out of the containment area and into the environment.

The final findings will be presented to the Board at the May meeting. A recording of the January presentation is available on the Council's YouTube channel: www.tinyurl.com/OilStorageTank8

ADEC update on annual budget and changes to contingency plan regulations

The Commissioner for the Alaska Department of Environmental Conservation (ADEC), Jason Brune, joined the meeting to update the Council on recent activities.

Brune reported that the state has proposed cutting five positions from the department's Spill Prevention and Response (SPAR) Division in the upcoming fiscal year (FY 2022). The state has already cut 17 positions from the division since 2015. The Commissioner received comments and questions regarding what actions he was taking to address the sustainability of the SPAR budget.

Brune also reported that he and his team had been meeting weekly for several months to develop draft changes to contingency plan regulations. These possible draft changes stem from ADEC's 2019 request to the public for input on these regulations.

Council members expressed concern about the loss of positions, potential changes to the regulations, an economic analysis of those changes, and enforcement of regulations. However, members were encouraged to hear a renewed promise from the Commissioner that any regulatory rewrites will not decrease protections or the safety of oil shipments through Prince William Sound. The Commissioner also reiterated his promise to allow extended time for public input on any upcoming proposed changes to the contingency plan regulations.

Update on Barry Arm landslide and tsunami risks

Dave Snider of NOAA's Tsunami Warning Center and Dr. Gabriel Wolken of the Alaska Division of Geological and Geophysical Surveys shared an update on early warning preparations being developed to protect the City of Whittier, and other areas of Prince William Sound, in the event of a land or submarine slide in the area.

View the presentation on the Council's YouTube channel: www.tinyurl.com/BarryArmUpdate

Research projects:

The Board heard updates on three Council research projects and accepted two final reports:

Report accepted: Drill monitoring in 2020

Staff presented the 2020 Drill Monitoring Annual Report to the Board. This yearly report summarizes the drills and exercises that were attended, observed, and evaluated by Council staff and contractors in 2020. Due to COVID-19 restrictions, many exercises were postponed or reduced in number and scale.

These reports have great value in tracking the history of spill preparedness and response by Alyeska/SERVS and the associated shippers. They are instrumental in identifying operational issues and tracking the lessons learned during these events. These reports have proven to be valuable tools in addressing recurring problems, improving the prevention and response system, assisting contingency plan workgroups, and in planning large unannounced drills.

Download the report: www.tinyurl.com/2020DrillMonitoring (PDF 0.1 MB)

Report accepted: Survey of forage fish species

The Council accepted a report by Dr. Scott Pegau of the Prince William Sound Science Center, which summarized the results of the surveys for forage fish he conducted in Prince William Sound last summer. “Forage fish” are species that are preyed on by larger predators, and include Pacific herring, Pacific sand lance, capelin, and candlefish.

Dr. Pegau conducted the survey of the entire coastline of Prince William Sound via airplane in 2019 and 2020. Surveying from the air allows for identifying areas in water too shallow for a vessel. The primary objectives are to map and count schools of these fish in Prince William Sound to help protect these important species during a spill response. This work is expected to continue until 2022.

Download the report: www.tinyurl.com/2020ForageFish (PDF 1.9 MB)

Report accepted: How has subsistence harvest changed over time in the Exxon Valdez oil spill region?

Council staff and researchers from the Alaska Department of Fish and Game (ADF&G) recently completed a joint project to assess how the subsistence harvest of natural resources has changed over time in Exxon Valdez oil spill impacted communities. Researchers analyzed subsistence harvest data collected from 1984 through 2014 in the communities of Cordova, Chenega, Tatitlek, Port Graham, and Nanwalek.

The final report for this project was approved at this meeting. The information was presented to the Board last September. View that presentation on the Council’s YouTube channel: www.bit.ly/SubsistenceHarvest

Read the report summary: www.tinyurl.com/SWOLoverview (PDF 1.0 MB)

Download the full report: www.tinyurl.com/SWOLreport (PDF 2.9 MB)

Council Business:

Adoption of 2020-2024 Long Range Plan

The Board approved an updated Long Range Plan. This document, updated annually, is a framework for the Council's work plans and guidance for staff when developing project budgets. Download the plan:

www.tinyurl.com/2021LRP (PDF 2.9 MB)

May Board meeting to be virtual

Due to COVID-19 and municipal restrictions on group gatherings, the Council will hold the May 2021 Board of Directors meeting as a virtual event. Council offices remain closed due to COVID-19. Updates are available on our website: www.bit.ly/PWSRCACvirusupdates

Project updates

Updates on all current projects: www.tinyurl.com/January2021Projects (PDF 0.5 MB).

Questions? More information? Contact us:

Any questions or requests for further information can be directed to:

Amanda Johnson: amanda.johnson@pwsrcac.org or Jennifer Fleming: fleming@pwsrcac.org.

Board meeting are routinely recorded. Excerpts of the audio and/or video of agenda items can be made available upon request.

Student Council is happy to be back in the building! Our last meeting was cancelled because of the Covid outbreak so we've only had one meeting since our last report. We have picked new Executive Board members and I am still serving as the City Council Representative. We will have elections for president at the end of March.

Our next event to plan is for Homecoming including an outdoor fun walk which we are hoping for large community participation. We will be sure to update you after our next meeting. We also talked about how amazing it is that Alaska is offering the vaccine to everyone over 16. We look forward to the fact that the Seniors might get to have a mask free meeting before the end of the school year if everyone chooses to get a vaccine. The consensus is that we are so thankful to live in a community where the vaccine is so readily available--thank you Cordova!



AGENDA ITEMS 5, 6 & 7
City Council Meeting Date: 3/17/21
CITY COUNCIL COMMUNICATION FORM

FROM: Public Works Director Samantha Greenwood and
Harbormaster Tony Schinella

DATE: 3/10/21

ITEMS: Resolutions Supporting BUILD, EDA and PIDP Grant Applications

NEXT STEP: Council approval of the 3 resolutions

☐ ORDINANCE
☐ MOTION

☒ RESOLUTIONS
☐ INFORMATION

I. REQUEST: Seeking approval of resolutions supporting the Better Utilizing Investments to Leverage Development (BUILD), Economic Development Administration (EDA), and Port Infrastructure Development Program (PIDP) grant applications. Resolutions by the governing body supporting the grant application are required. The application for BUILD and PIDP will be for the maximum grant amount of \$25 million. The EDA grant amount will be \$8.7 million.

II. RECOMMENDED ACTION / NEXT STEP: Council moves to approve Resolutions 03-21-06 EDA, 03-21-07 BUILD, 03-21-08 PIDP.

III. FISCAL IMPACTS: The BUILD and PIDP have not yet announced the 2021 application period, in the past BUILD did not require a match from rural communities, PIDP requires a 20% match. We can use state funding or the bond proceeds for this match. We will be required to match a portion of the EDA grant if we receive it although the amount will be determined as we move forward.

IV. BACKGROUND INFORMATION: We have had a consultation with the BUILD grant staff concerning the shortcomings of the 2020 application and are moving forward with their recommendations. We have talked with PIDP representatives and are working with them as we gather our information and begin to rough out our narrative.

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-06**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
SUPPORTING AN ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) GRANT
APPLICATION TO IMPROVE AND UPGRADE THE CORDOVA SOUTH HARBOR**

WHEREAS, the Cordova South Harbor is over 35 years old and has surpassed its intended design life; and

WHEREAS, the South Harbor Condition Assessment report done in 2016 by PND engineers states that the South Harbor float system was found to be in generally poor to serious condition with observed issues requiring immediate repair; and

WHEREAS, the report also noted that electrical, fire suppression, and water supply are not up to code; and

WHEREAS, this project is a priority of the Harbor Department, Harbor Commission, and the Planning Commission, and appears annually on the City Council Capital Improvement Projects list; and

WHEREAS, a drive down dock with cranes will improve harbor efficiencies for loading and unloading boats, all-tide vehicular access, and improve safety by relieving congestion at the boat launch; and

WHEREAS, the project will bring the harbor into compliance with modern safety, fire and electrical codes, would improve access for the disabled, and make the harbor safer for fishermen to use by providing even walking surfaces, and ADA compliant gangways.

NOW, THEREFORE BE IT RESOLVED THAT the Council of the City of Cordova, Alaska, supports the EDA grant application to improve and upgrade the Cordova South Harbor

PASSED AND APPROVED THIS 17th DAY OF MARCH 2021

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, City Clerk

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-07**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
SUPPORTING A BETTER UTILIZING INVESTMENTS TO LEVERAGE
DEVELOPMENT (BUILD) GRANT APPLICATION TO IMPROVE AND UPGRADE THE
CORDOVA SOUTH HARBOR**

WHEREAS, the Cordova South Harbor is over 35 years old and has surpassed its intended design life; and

WHEREAS, the South Harbor Condition Assessment report done in 2016 by PND engineers states that the South Harbor float system was found to be in generally poor to serious condition with observed issues requiring immediate repair; and

WHEREAS, the report also noted that electrical, fire suppression, and water supply are not up to code; and

WHEREAS, this project is a priority of the Harbor Department, Harbor Commission, and the Planning Commission, and appears annually on the City Council Capital Improvement Projects list; and

WHEREAS, a drive down dock with cranes will improve harbor efficiencies for loading and unloading boats, all-tide vehicular access, and improve safety by relieving congestion at the boat launch; and

WHEREAS, a bulkhead and increased uplands lining the majority of the south side of the harbor will provide additional moorage, improve parking, incorporate economic development for small business and improve the overall quality of life; and

WHEREAS, the project will bring the harbor into compliance with modern safety, fire and electrical codes, would improve access for the disabled, and make the harbor safer for fishermen to use by providing even walking surfaces, and ADA compliant gangways.

NOW, THEREFORE BE IT RESOLVED THAT the Council of the City of Cordova, Alaska, supports a BUILD grant application to improve and upgrade the Cordova South Harbor

PASSED AND APPROVED THIS 17th DAY OF MARCH 2021

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, City Clerk

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-08**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
SUPPORTING A PORT INFRASTRUCTURE DEVELOPMENT PROGRAM (PIDP) GRANT
APPLICATION TO IMPROVE AND UPGRADE THE CORDOVA SOUTH HARBOR**

WHEREAS, the Cordova South Harbor is over 35 years old and has surpassed its intended design life; and

WHEREAS, the South Harbor Condition Assessment report done in 2016 by PND engineers states that the South Harbor float system was found to be in generally poor to serious condition with observed issues requiring immediate repair; and

WHEREAS, the report also noted that electrical, fire suppression, and water supply are not up to code; and

WHEREAS, this project is a priority of the Harbor Department, Harbor Commission, and the Planning Commission, and appears annually on the City Council Capital Improvement Projects list; and

WHEREAS, a drive down dock with cranes will improve harbor efficiencies for loading and unloading boats, all-tide vehicular access, and improve safety by relieving congestion at the boat launch; and

WHEREAS, a bulkhead and increased uplands lining the majority of the south side of the harbor will provide additional moorage, improve parking, incorporate economic development for small business and improve the overall quality of life; and

WHEREAS, the project will bring the harbor into compliance with modern safety, fire and electrical codes, would improve access for the disabled, and make the harbor safer for fishermen to use by providing even walking surfaces, and ADA compliant gangways.

NOW, THEREFORE BE IT RESOLVED THAT the Council of the City of Cordova, Alaska, supports a PIDP grant application to improve and upgrade the Cordova South Harbor.

PASSED AND APPROVED THIS 17th DAY OF MARCH 2021

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, City Clerk

March 10, 2021

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

Dear Mayor Koplin and Council Members,

We, the Parks and Recreation Commission, are writing to request your support for an application for funding from the Prince William Sound Economic Development District to the **State of Alaska's** Recreation Trails Grant Program (RTP). Application guidelines require a resolution of support from the local governing body.

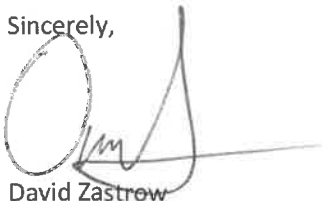
The Cordova Trails Committee has identified this trail (The Mike O'Leary Trail) as a priority project because of its proximity to town and importance as a connector trail with the greater local trail network. This trail section can be used as an out-and-back route, loop route, connector to the Mt. Eyak Ski Hill Trail, access to Crater Lake, and beyond **expanding Cordova's network of useable trails.**

This trail was constructed in the late 1990's to develop and expand the connectivity to other trails including the National Forest. It is a popular year-round route with hiking in the summer and snow shoeing/back country skiing in the winter. The Prince William Sound Economic Development District recognizes the need to create and maintain a variety of outdoor recreation opportunities enhancing both the local economy and quality of life for local residence. This makes them an ideal partner to implement this project.

Funds though RTP the Prince William Sound Economic Development District are seeking would be used to complete construction of a solid trail bed on several sections, install **"step and run" planks in muskeg** meadows, construct several foot bridges, and install informational signage. Work will involve leveling the trail bed and laying gravel material on several sections which are currently muddy when we get heavy rains and **cutting and nailing together sections of 2" x 12" x 10' boards to create the "step and run" boardwalk planks for protecting wetlands in the muskeg meadows.**

Thank you for your consideration of this request. The Parks and Recreation Committee and Trails Committee are happy to answer any questions you might have about this project.

Sincerely,

A handwritten signature in dark ink, appearing to read 'David Zastrow', with a large, stylized initial 'D' and a horizontal line extending to the right.

David Zastrow
City of Cordova Trails Committee - Chair
City of Cordova Parks and Recreation Commission - Vice Chair

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-10**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA
STATING SUPPORT FOR AN APPLICATION TO THE STATE'S
RECREATION TRAILS GRANT PROGRAM FOR FUNDS TO RESTORE THE
MIKE O'LEARY TRAIL**

WHEREAS, the Mike O'Leary Trail provides a connector trail to both in-town and a larger trail network providing recreational opportunity for citizens and tourists; and

WHEREAS, the Mike O'Leary Trail runs primarily east/west from the Ski Hill Trail turn off to Mt. Eyak along the hillside and then connects with the Forest Service Crater Lake Trail on land leased by the City of Cordova from the State of Alaska; and

WHEREAS, the Prince William Sound Economic Development District is dedicated to the development of outdoor recreation opportunities enhancing both the local economy and quality of life for local residence; and

WHEREAS, the Prince William Sound Economic Development District has the staff and expertise to secure funds from the Alaska Department of Revenue's Recreation Trails Grant program to administer and implement this type of project; and

WHEREAS, no City funds are requested for this project and the Prince William Sound Economic Development District will provide any matching funds required by the Alaska Department of Revenue's Recreation Trails Grant program.

NOW, THEREFORE, BE IT RESOLVED THAT the Council of the City of Cordova, Alaska supports an application for trail restoration funding by the Prince William Sound Economic Development District to the Alaska Department of Revenue's Recreation Trails Grant program for funds to complete trail restoration work on the Mike O'Leary Trail.

PASSED AND APPROVED THIS 17th DAY OF MARCH 2021.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM # 9
City Council Meeting Date: 3/17/21
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff
DATE: 3/10/21
ITEM: Final Plat Approval for Cannery Row Addition 1
NEXT STEP: Approve Resolution

☐ MOTION
☒ RESOLUTION

I. REQUEST OR ISSUE: Requested Actions: Final Plat Approval
Applicant: Greg Meyer
Owner: Greg Meyer and Sylvia Lange
Address: 500 Cannery Row
Zoning: Waterfront Historical District
Attachments: Location Map of unsubdivided property
Final Plat

II. RECOMMENDED ACTION / NEXT STEP: Staff recommend that City Council approve the final plat.

“I move to approve Resolution 03-21-11.”

IV. BACKGROUND INFORMATION: This plat creates six new lots by subdividing one large parcel.

All property owners within 300 feet of the subdivision have been informed of the subdivision and of the Planning Commission Public Hearing held on 3/9/21.

A Certificate to Plat for this property has been ordered by the surveyor and must be submitted to the Planning Department prior to recording the final plat.

Staff findings:

1. The proposed plat conforms to the Comprehensive Plan and City Code.
2. There are no known physical conditions present which may be hazardous to the future inhabitants of these tracts.

3/9/21 – The Planning Commission held a Public Hearing on the proposed subdivision. The only comment concerning the plat was from the applicant. At the Planning Commission Regular Meeting, the commission recommended City Council approve the final plat request. From the unapproved minutes:

M/McGann S/Bolin to recommend to City Council to approve the final plat request for Cannery Row Addition 1.

McGann said there were many large parcels in town with multiple buildings. If an applicant is willing to go through the motions to clean it up, he is all for it. **Hall** had several minor corrections to be made before plat gets printed and signed:

- Should have "Error of Closure" note.
- Monument symbols should be cleaned up.
- Update Legend.
- Two bearing & distance adjustments.
- Notary block for each owner.
- Revise "Cordova City" to "City of Cordova."

Hall noted that he had no issues with the plat itself, he thought it was a great plat. **Stavig** said that in terms of process, the commission is making a recommendation to approve; City Council will ultimately approve the plat with a resolution which allows for minor corrections or adjustments. All of the changes noted by **Hall** will be made.

Upon voice vote, motion passed 5-0.

Yea: **Bird, McGann, Bolin, Hall, Trumblee**

Absent: **Baenen, Lohse**

V. LEGAL ISSUES: No legal review required.

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-11**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
APPROVING THE FINAL PLAT FOR CANNERY ROW ADDITION 1**

WHEREAS, the City of Cordova recognizes that the Planning Commission, having completed a review of the final plat, recommended at their March 9, 2021 Regular Meeting that the final plat be approved; and

WHEREAS, this is the plat for Cannery Row Addition 1; and

WHEREAS, the plat is subject to all conditions, easements, covenants, reservations, restrictions and right of way of record; and

WHEREAS, the proposed subdivision is zoned Waterfront Historical District.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Cordova, Alaska hereby approves the final plat for Cannery Row Addition 1 effective the date this resolution is adopted. The form and content of the plat now before this meeting is in all respects authorized, approved and confirmed by this resolution, and the City Manager hereby is authorized, empowered and directed to execute the plat on behalf of the City, in substantially the form and content now before this meeting but with such changes, modifications, additions and deletions therein as he shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of said documents now before this meeting.

PASSED AND APPROVED THIS 17th DAY OF MARCH 2021.

Clay R. Koplin, Mayor

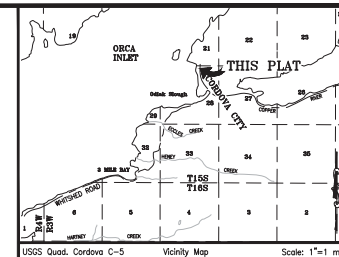
Attest:

Susan Bourgeois, CMC, City Clerk

LEGEND

- RECOVERED BLM BRASS CAP MONUMENT
- RECOVERED 3" ALUM. POST MONUMENT
- RECOVERED 5/8" REBAR WITH 2" ALUM. CAP
- SET 5/8" REBAR WITH 2" ALUM. CAP
- RECORD PER PLAT NO. 2003-3

(R1)



OWNERSHIP DEDICATION

We hereby certify that we are the owners of the property shown and described herein. We hereby request approval of this plat showing such easements for public utilities, roadways, and alleys dedicated for public use.

The Cannery Row, Inc. Date
P.O. BOX 120
Cordova, Alaska 99574

Sylvia R Lange Date
P.O. BOX 120
Cordova, Alaska 99574

Gregory D Meyer Date
P.O. BOX 120
Cordova, Alaska 99574

NOTARY'S ACKNOWLEDGMENT

Subscribed and sworn to before me this _____ Day of _____, 2021, for _____

Notary Public for the State of Alaska
My Commission Expires _____

PLAT APPROVAL

This plat conforms to the requirements of the city of Cordova Planning and Zoning commission and is hereby accepted as the official plat, subject to any and all conditions and requirements of ordinance and law pertaining thereto.

City Manager Date
Chairman, Planning & Zoning Commission Date
Planning Official Date

TAX CERTIFICATIONS

All real property taxes are listed by the City of Cordova on the area shown on this plat have been paid through _____

Attest: City Clerk Date

CORDOVA RECORDING DISTRICT

A PLAT OF Cannery Row Addition 1 Creating Tracts 5A, 5B, 5C, 5D, 5E, & 5F

A SUBDIVISION OF
Lot 5 of Cannery Row Subdivision,
Plat No. 2003-3, Cordova Recording District

SITUATED WITHIN
Section 21, T. 15 S., R. 3 W., Copper River Meridian, Alaska
Containing 4.89 Acres More or Less

Farpoint Land Services, LLC
SURVEYING, MAPPING, LAND PLANNING, GIS
1131 E. 76th Ave., Suite 101 Anchorage, AK 99516
FarpointAK.com • (907) 522-7770 • survey@farpointak.com

BOOK ORDER NO. DATE FEB 22, 2021 SHEET NO. 47
DRAWN BY: J.A. M.H. N/A
CHECKED BY: N/A
DATE: 2018-04-01
PAGE: 1 of 1

ORCA INLET

ORCA INLET

ORCA INLET

Copper River Highway

USMS 878

Amended USS 829 (Remainder)

A.T.S. 220

Cordova Elect.



SURVEYOR'S CERTIFICATE

I hereby certify that I am a registered professional land surveyor in the state of Alaska and that this plat represents the record dimensions of the lots. No field work was completed for this survey. All dimensional and other details are record and are true and correct to the best of my knowledge.

Date _____





AGENDA ITEM # 10
City Council Meeting Date: 3/17/21
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff
DATE: 3/10/21
ITEM: Final Plat Approval for Scott Subdivision
NEXT STEP: Approve Resolution

☐ MOTION
☒ RESOLUTION

I. REQUEST OR ISSUE: Requested Actions: Final Plat Approval
Applicant: Dan Scott
Owner: Dan Scott/Orca Oil, Inc.
Address: 90 FIRST ST
Zoning: Low and Medium Density Residence District
Attachments: Location Map
Final Plat

II. RECOMMENDED ACTION: Staff recommend that City Council approve the final plat.

“I move to approve Resolution 03-21-12.”

IV. BACKGROUND INFORMATION: This plat creates two new lots by subdividing one large parcel.

All property owners within 300 feet of the subdivision have been informed of the subdivision and of the Planning Commission Public Hearing held on 3/9/21.

A small parcel is depicted in the northeast corner of the property per Planning Commission.

A Certificate to Plat for this property has been ordered by the surveyor and must be submitted to the

Planning Department prior to recording the final plat.

Staff findings:

1. The proposed plat conforms to the Comprehensive Plan and City Code.
2. There are no known physical conditions present which may be hazardous to the future inhabitants of these tracts.

3/9/21 – The Planning Commission held a Public Hearing on the proposed subdivision. There were no comments from the public. At the Planning Commission Regular Meeting, the commission recommended City Council approve the final plat request. From the unapproved minutes:

M/Hall S/Trumblee to recommend to City Council to approve the final plat request for Scott Subdivision.

Hall had several minor corrections to be made before plat gets printed and signed:

- Monument symbols should be cleaned up.
- Update Legend.
- Add Terminal Access Road is Plat 2005-6 CRD.
- Verify if utility easement is part of access easement or separate.
- Add PO Box number to owner info.
- Add two lines in title block.
- Revise "Cordova City" to "City of Cordova."

Hall said there was an issue with a deeded parcel in the northeast corner of the property that is not shown on the plat. He said it should be changed before it goes to City Council. **Stavig** said he has spoken to the surveyor about this, and the surveyor was waiting for the Certificate to Plat, but he is comfortable telling the surveyor to make that change now.

M/McGann S/Hall to amend the motion by adding a condition that the parcel in the northeast corner of the property be added to the plat.

Upon voice vote, amendment passed 6-0.

Yea: **Bird, McGann, Bolin, Lohse, Hall, Trumblee**

Absent: **Baenen**

Upon voice vote, main motion passed 6-0.

Yea: **Bird, McGann, Bolin, Lohse, Hall, Trumblee**

Absent: **Baenen**

V. LEGAL ISSUES: No legal review required.

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-12**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
APPROVING THE FINAL PLAT FOR SCOTT SUBDIVISION**

WHEREAS, the City of Cordova recognizes that the Planning Commission, having completed a review of the final plat, recommended at their March 9, 2021 Regular Meeting that the final plat be approved; and

WHEREAS, this is the plat for Scott Subdivision; and

WHEREAS, the plat is subject to all conditions, easements, covenants, reservations, restrictions and right of way of record; and

WHEREAS, the proposed subdivision is zoned Low and Medium Density Residence District.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Cordova, Alaska hereby approves the final plat for Scott Subdivision effective the date this resolution is adopted. The form and content of the plat now before this meeting is in all respects authorized, approved and confirmed by this resolution, and the City Manager hereby is authorized, empowered and directed to execute the plat on behalf of the City, in substantially the form and content now before this meeting but with such changes, modifications, additions and deletions therein as he shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of said documents now before this meeting.

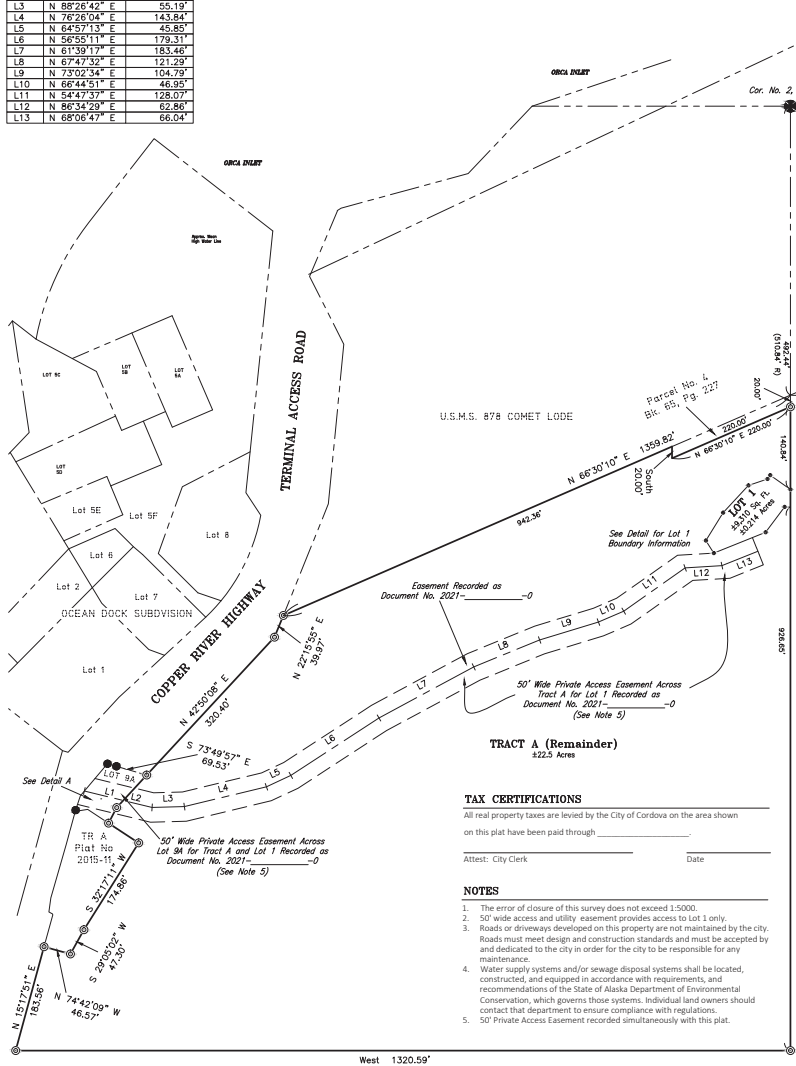
PASSED AND APPROVED THIS 17th DAY OF MARCH 2021.

Attest:

Clay R. Koplin, Mayor

Susan Bourgeois, CMC, City Clerk

EASEMENT CENTERLINE TABLE		
LINE	BEARING	DISTANCE
L1	S 76°20'27" E	68.14'
L2	S 76°20'27" E	50.58'
L3	N 88°26'42" E	55.19'
L4	N 76°26'04" E	143.84'
L5	N 64°57'13" E	45.85'
L6	N 66°55'11" E	179.31'
L7	N 61°39'17" E	183.46'
L8	N 67°42'52" E	121.29'
L9	N 73°02'34" E	104.79'
L10	N 66°44'51" E	46.95'
L11	N 54°47'39" E	128.07'
L12	N 86°34'29" E	62.80'
L13	N 68°08'47" E	66.04'



TAX CERTIFICATIONS

All real property taxes are levied by the City of Cordova on the area shown on this plat have been paid through _____.

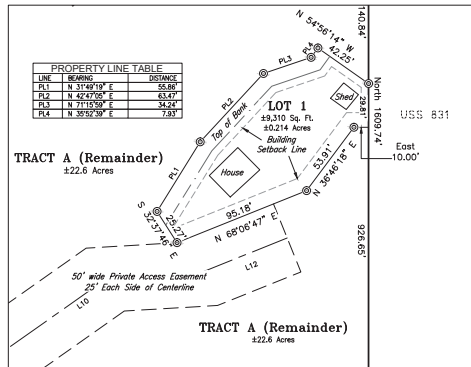
Attest: City Clerk _____ Date _____

NOTES

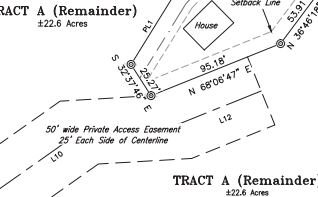
- The error of closure of this survey does not exceed 1:5000.
- 50' wide access and utility easement provides access to Lot 1 only.
- Roads or driveways developed on this property are not maintained by the city. Roads must meet design and construction standards and must be accepted by and dedicated to the city in order for the city to be responsible for any maintenance.
- Water supply systems and/or sewage disposal systems shall be located, constructed, and equipped in accordance with requirements, and recommendations of the State of Alaska Department of Environmental Conservation, which governs those systems. Individual land owners should contact that department to ensure compliance with regulations.
- 50' Private Access Easement recorded simultaneously with this plat.

LEGEND

- RECOVERED BLM MONUMENT
- RECOVERED 5/8" REBAR WITH ALUMINUM CAP
- X GRANT BOUNDARY POSITION (NOTHING FOUND OR SET)



PROPERTY LINE TABLE		
LINE	BEARING	DISTANCE
PL1	N 31°49'10" E	55.80'
PL2	N 42°47'05" E	43.57'
PL3	N 71°15'09" E	34.54'
PL4	N 39°52'30" E	7.83'



SURVEYOR'S CERTIFICATE

I, Michael J. Horne, hereby certify that I am properly registered and licensed to practice land surveying in the state of Alaska and that this plat represents a survey made by me or under my direct supervision, that the monuments shown hereon actually exist as described, and that all dimensions and other details are correct.

OWNERSHIP DEDICATION

I hereby certify that I am the owner of the property shown and described hereon. I hereby request approval of this plat showing such easements for public utilities, roadways, and alleys dedicated for public use.

Dan Scott _____ Date _____
P.O. BOX xxx
Cordova, Alaska 99574

NOTARY'S ACKNOWLEDGMENT

Subscribed and sworn to before me this _____ Day of _____, 2021, for _____

Notary Public for the State of Alaska
My Commission Expires _____

OWNERSHIP DEDICATION

I hereby certify that we are the owner of the property shown and described hereon. I hereby request approval of this plat showing such easements for public utilities, roadways, and alleys dedicated for public use.

On behalf of Orca Oil, Inc.
Representative for Lot 9 Canney
Row Subdivision

NOTARY'S ACKNOWLEDGMENT

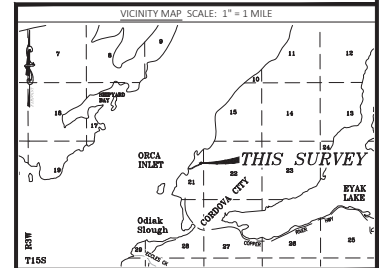
Subscribed and sworn to before me this _____ Day of _____, 2021, for _____

Notary Public for the State of Alaska
My Commission Expires _____

PLAT APPROVAL

This plat conforms to the requirements of the city of Cordova Planning and Zoning commission and is hereby accepted as the official plat, subject to any and all conditions and requirements of ordinance and law pertaining thereto.

City Manager _____ Date _____
Chairman, Planning & Zoning Commission _____ Date _____
Platting Official _____ Date _____



PRELIMINARY PLAT OF
Scott Subdivision
A Subdivision of
the Remainder of Amended U.S. Survey No. 829
Creating Lot 1 and Tract A (Remainder)
Cordova Recording District, Located Within
SECTIONS 21 & 22, TOWNSHIP 15 SOUTH, RANGE 3 WEST, Copper River Meridian, Alaska.
Containing 22.61 acres more or less.

Farpoint Land Services, LLC
SURVEYING, MAPPING, LAND PLANNING, GIS
1131 E. 76th Ave., Suite 101, Anchorage, Alaska 99518
FarpointAK.com (907) 522-7770 survey@farpointak.com

Drawn: JLA	Date: Mar. 11, 2021	Field Bl/Pg: 144/23-24	W/D #: 20103
Checked: MJH	Scale: 1"=100'	Sheet: 1 of 1	Grid: N/A
Case No. N/A			





AGENDA ITEM # 11

City Council Meeting Date: 3/17/21

CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff

DATE: 3/10/21

ITEM: Resolution Supporting Avalanche and Landslide Hazard Assessment

NEXT STEP: Approve Resolution

☐ INFORMATION

☐ MOTION

☒ RESOLUTION

I. REQUEST OR ISSUE:

After recent landslides in southeast Alaska, city staff looked into what information there was surrounding potential landslide risks to Cordova. There hasn't been any research relating to landslide hazards in Cordova, and there is little information about the topic in Cordova's Hazard Mitigation Plan.

Staff reached out to the state to see what could be done to remedy the lack of information and discovered there had been a recent effort to further study avalanche and landslide hazards in and around Cordova. Recent landslide concerns associated with Barry Arm and the landslide events in southeast have increased awareness of landslide hazards, and it was indicated that with city and public support, a study for Cordova could likely be funded by FEMA and facilitated through the state and FEMA.

Avalanche/landslide science has significantly progressed with the use of LiDAR technology that can very accurately determine snow depths, vegetation depths, soil information, etc. A new study for Cordova would use LiDAR and could identify hazards which we are currently not aware of. A study can be used to help improve community resilience by ensuring planning and land use decisions are informed by hazard

information. While the developed area of Cordova encompasses a small area, many utilities such as water, electric, and telecommunications extend out into remote locations which could be vulnerable to avalanche/landslide hazards. Understanding potential hazards can help assist the city and other entities in protecting their existing infrastructure and also ensuring new infrastructure is not at risk.

The current estimated timeframe for this project is to try to acquire funding in the summer/fall of 2021, for project to occur the following year.

II. RECOMMENDED ACTION / NEXT STEP:

Staff recommend that City Council approve the final plat.

“I move to approve Resolution 03-21-13.”

III. FISCAL IMPACTS:

None; the city would not have to fund or facilitate the study.

IV. BACKGROUND INFORMATION:

2/18/21 – At the Planning Commission Regular Meeting, the commission passed Resolution 21-02 (attached). From the approved minutes:

Resolution 21-02

A resolution of the Planning Commission of the City of Cordova, Alaska supporting efforts by the State of Alaska and FEMA to conduct a snow avalanche and landslide hazards assessment in and around the City of Cordova

M/Lohse S/Trumblee to approve Resolution 21-02.

Stavig said it is a great study for the city to get done. These types of studies get facilitated by the state so there isn't any project management that the city has to do. There was a similar study completed recently for tsunamis. They had a crude map before, and were able to get much more specific data. The city knows nothing about landslide hazards. There have been some avalanche studies, but technology has improved with LiDAR. He suspects this will be most useful for utility planning. For example, they have noticed some possible landslide activity around one of the city water sources, which can cause turbidity. It would be useful to better understand what is going on in this instance and be able to plan future projects around such hazards. *Trumblee* said that anytime they can get studies completed that are paid for by others is a win-win.

Upon voice vote, resolution passed 6-0.

Yea: *Bird, Baenen, Bolin, Lohse, Hall, Trumblee*

Absent: *McGann*

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-13**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA
SUPPORTING EFFORTS BY THE STATE OF ALASKA AND FEMA TO CONDUCT A
SNOW AVALANCHE AND LANDSLIDE HAZARDS ASSESSMENT IN AND AROUND
THE CITY OF CORDOVA**

WHEREAS, the City of Cordova has not had a recent avalanche hazard assessment and has never had a landslide hazard assessment; and

WHEREAS, a hazard assessment would help inform the community about potential hazards that are currently unknown; and

WHEREAS, the 2018 Hazard Mitigation Plan has a goal to “have comprehensive information regarding avalanche and landslide hazards and unstable soils throughout Cordova’s developed area, including areas that will be developed in the future”; and

WHEREAS, the data from a snow avalanche and landslide hazard assessment can be used to help improve community resilience by ensuring planning and land use decisions are informed by hazard information; and

WHEREAS, the data from a snow avalanche and landslide hazard assessment can help the city, other governmental entities, and utilities understand what infrastructure may be vulnerable to hazards, and can help those entities plan new infrastructure around those hazards; and

WHEREAS, the Planning Commission of the City of Cordova has also passed a resolution in support of a snow avalanche and landslide hazard assessment; and

WHEREAS, having a snow avalanche and landslide hazard assessment will benefit the citizens of Cordova by providing scientific and accurate information about those hazards.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska hereby support efforts by the State of Alaska and FEMA to conduct a snow avalanche and landslide hazards assessment in and around the City of Cordova.

PASSED AND APPROVED THIS 17TH DAY OF MARCH 2021.

Clay R. Koplin, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM # 12

City Council Meeting Date: 3/17/21

CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff

DATE: 3/10/21

ITEM: Resolution 03-21-14 – 2021 Land Disposal Maps

NEXT STEP: Approve Resolution

☐ MOTION
☒ RESOLUTION

I. REQUEST OR ISSUE: The Land Disposal Maps are updated annually. At this time, the Planning Commission has reviewed the maps and recommended City Council adopt the maps.

II. RECOMMENDED ACTION / NEXT STEP: “I move to approve Resolution 03-21-14”

III. FISCAL IMPACTS: Land disposals can be a revenue source for the city.

IV. BACKGROUND INFORMATION: The descriptions of the map designations and the update policy are on the cover page of the 2021 Land Disposal Maps document, attached.

These maps are meant to be a simple, easy-to-understand resource for the public. In the past, there have been conversations about adding more detail to the maps, but ultimately, staff, the Planning Commission, and City Council have kept the maps as easy to understand as possible and have been cautious about making the maps too confusing by adding too much detail, designations, or labels.

The 2020 Land Disposal Maps are available on the city’s webpage (under Land Use and Development E-Forms): <http://www.cityofcordova.net/document-central>

General Changes to the 2021 Land Disposal Maps:

- Parcel layer has been updated with new subdivisions.
- Parcel lines more accurate, fixed errors in parcel lines, etc.
- New aerial photography that is more recent.

Specific Updates by Map Page:

- New England Cannery Road

- Property near Shelter Cove which contains the old rock pit and burn pile has been changed to the designation 'Not Available' by the Planning Commission at their 1/19 Regular Meeting.
- Label added for City Quarry/Burn Pile.
- Ocean Dock Subdivision
 - Available portion of shipyard moved to the east per concurrence from Harbor Commission.
- North Fill Development Park
 - The lot at the intersection of Coast Guard Lane and Jim Poor Ave, previously shown as 'Leased' has been purchased and removed from the map.
- Old Town
 - One lot just north of the Water Tank, previously shown as 'Leased' has been purchased and removed from the map.
 - The eastern half of Lot 3, Block 17, Original Townsite (requested by Kuntz) is shown as 'Available' per Resolution 20-02.
- Odiak Park
 - Southwest lot at end of Center Drive cul-de-sac 'Available' after Planning Commission discussion and staff review. Staff determined that the lot was not adequate or needed for snow removal purposes and there was no city infrastructure located on the property.

1/19/21 – At the Planning Commission Regular Meeting, the commission discussed the Land Disposal Maps and referred them to the Harbor Commission. From the approved minutes:

M/Hall S/Bolin to approve Resolution 21-01.

The commission reviewed each map in the Land Disposal Maps. On the New England Cannery Road map, **Baenen** said that the property with the rock quarry should be made 'Not Available.' **Bolin** said he agreed, the pit had been used to develop a lot of Cordova in the past and would be a key roll in the future. **Bird** verified that this was the property that they received a letter of interest for in 2020. There was unanimous consent from the commission to make the lot 'Not Available.'

Bolin asked why the triangle piece below Shelter Cove was 'Not Available.' **Stavig** said he could look into it for the next meeting. **Hall** said that overall, the aerial photography was getting fairly old on the maps. **Stavig** said they could look at some different options for aerial photography at the next meeting.

Bolin verified that the lease in the bottom south east corner of the South Fill Development Park map was to the Copper River Watershed Project. **Lohse** verified that the lots on the west end of the South Fill were used for snow dumping and harbor parking. **Baenen** asked if there was a private easement on the city-owned lots at the intersection of Nicholoff Way and Railroad Avenue, and if that could be shown on the maps. **Stavig** said he would research it.

On the Odiak Slough map, **Lohse** verified that the lot on Forestry Way was used by the city as a snow dump. On the Whitshed Road map, **Baenen** verified that the lot on the highway adjacent to Eagle Contracting was purchased by the city seven years ago with the intent that it would be the location of a new fire/police facility.

On the Odiak Park map, **Bolin** asked why the lots to the south of Center Drive were 'Not Available.' **Stavig** said he thought there was a significant drainage through there, but he could do more research. **Bolin** said it was also used as a city snow dump. **Bolin** asked **Stavig** to look into the two lots at the cul-de-sac of Center Drive as well.

On the Power Creek Road map, **Lohse** asked why the cemetery was shown as ‘Available.’ **Stavig** said that many of the large parcels that are shown as ‘Available – Requires Subdivision’ contain city infrastructure. The maps can get very complicated if every city use gets noted on the map. **Bird** and **Baenen** spoke in favor of adding a notation for the cemetery.

On the Eyak Lake map, **Bolin** noted that Elmer’s Point Drive had a street sign that said Kimmick Way. **Stavig** said the Harbor Commission wanted to review the maps.

M/Bolin S/Baenen to refer to 2021 Land Disposal Maps to the Harbor Commission.

Upon voice vote, motion to refer passed 6-0.

Yea: **Bird, Baenen, Bolin, Lohse, Hall, Trumblee**

2/10/21 – At the Harbor Commission Regular Meeting, the commission discussed the Land Disposal Maps, specifically the shipyard area, but took no action.

2/18/21 – At the Planning Commission Regular Meeting, the commission discussed the maps. From the approved minutes:

Stavig said he provided the maps with either aerial photography for the commission to decide which they liked best. He explained the changes to the map which were detailed in the memo. He then provided information on properties that he said would be addressed at the meeting:

- Small triangle lot to south of Shelter Cove: It has deed restrictions including that it can’t be sold. The entire lot is in a floodplain and is zoned Conservation.
- Corner of Nicholoff and Railroad Avenue: Those are three lots used for the boat haul out on the South Fill. There is a “floating easement” on the property, which means it is undefined.
- Two lots adjacent and south of Center Drive: These have old deed restrictions for well use, and also contain a lot of drainage from the highway. The flat land visible from the highway is a part of the ROW.
- Two lots at cul-de-sac end of Center Drive: The longer lot has a sewer easement which restricts usable area significantly. He did not see anything on the other lot, but noted that in the past, both of these lots had been marked as snow dumps.

Hall said he preferred the newer aerial photos. **Lohse** agreed and said he would like to look into making the lower of the two lots on the Center Drive cul-de-sac ‘Available.’ **Stavig** said he would get something from Public Works for the next meeting. **Bolin** said the lots south of Center Drive were critical and that they never used the cul-de-sac lots. **Baenen** said he would like to have a label on the quarry on Orca Road. **Bolin** said to add one for the burn pile as well.

3/3/21 – At the Harbor Commission Special Meeting, the commission concurred with making an approximate area in the southeast corner of the shipyard lot ‘Available,’ with the remainder of that property ‘Not Available.’

3/9/21 - At the Planning Commission Regular Meeting, the commission passed Resolution 21-01 (attached). From the unapproved minutes:

M/Hall S/Bolin to approve Resolution 21-01.

Hall said the Harbor Commission shifted the ‘Available’ portion to the east in the shipyard. **McGann** said there would have to be a Site Plan Review for that area where they could provide additional comments.

Upon voice vote, resolution passed 6-0.

Yea: *Bird, McGann, Bolin, Lohse, Hall, Trumblee*

Absent: *Baenen*

V. LEGAL ISSUES: Legal issues should be considered on a property by property basis.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: Conflicts or environmental issues should be considered on a property by property basis.

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-14**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA ADOPTING
THE 2021 LAND DISPOSAL MAPS**

WHEREAS, the City of Cordova's City Manager and City Planner are directed by Cordova Municipal Code Section 5.22.040(B) – The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission; and City of Cordova's Planning Commission is directed by Cordova Municipal Code Section 5.22.040(C) – The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B); and

WHEREAS, the Planning Commission and City Council have determined that annually reviewing and recommending the Land Disposal Maps for City Council's approval will enable the City Manager and City Planner to efficiently determine if land is available for purchase, lease, or lease to purchase; and

WHEREAS, the Planning Commission and City Council have identified these Land Disposal Maps as the most current and updated version to be used in the land disposal process; and

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

NOW, THEREFORE, BE IT RESOLVED the council of the City of Cordova, Alaska hereby adopts the 2021 Land Disposal Maps.

PASSED AND APPROVED THIS 17th DAY OF MARCH 2021.

ATTEST:

Clay R. Koplin, Mayor

Susan Bourgeois, CMC, City Clerk

2021 Land Disposal Maps

Adopted by City Council: xx/xx/xx

Map Designations

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

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

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

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

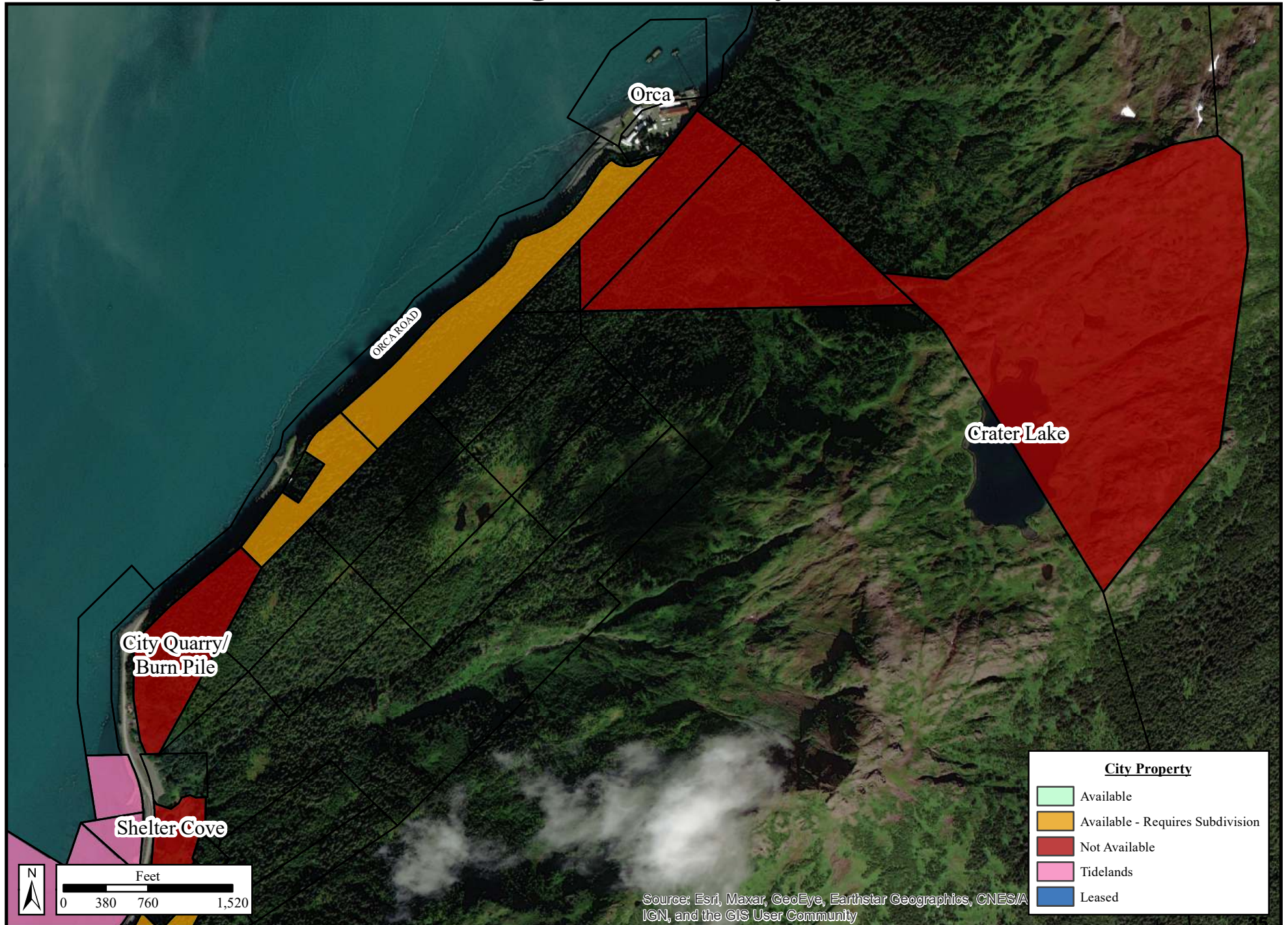
Leased – These are parcels currently leased to a business or government entity by the city and are not available during the lease term. There are leases that are short term and renew every two years and others are long term leases with substantial improvements on the property. Some leased property has an option to purchase. When a lease term ends, the property immediately becomes ‘Available.’

Update Policy

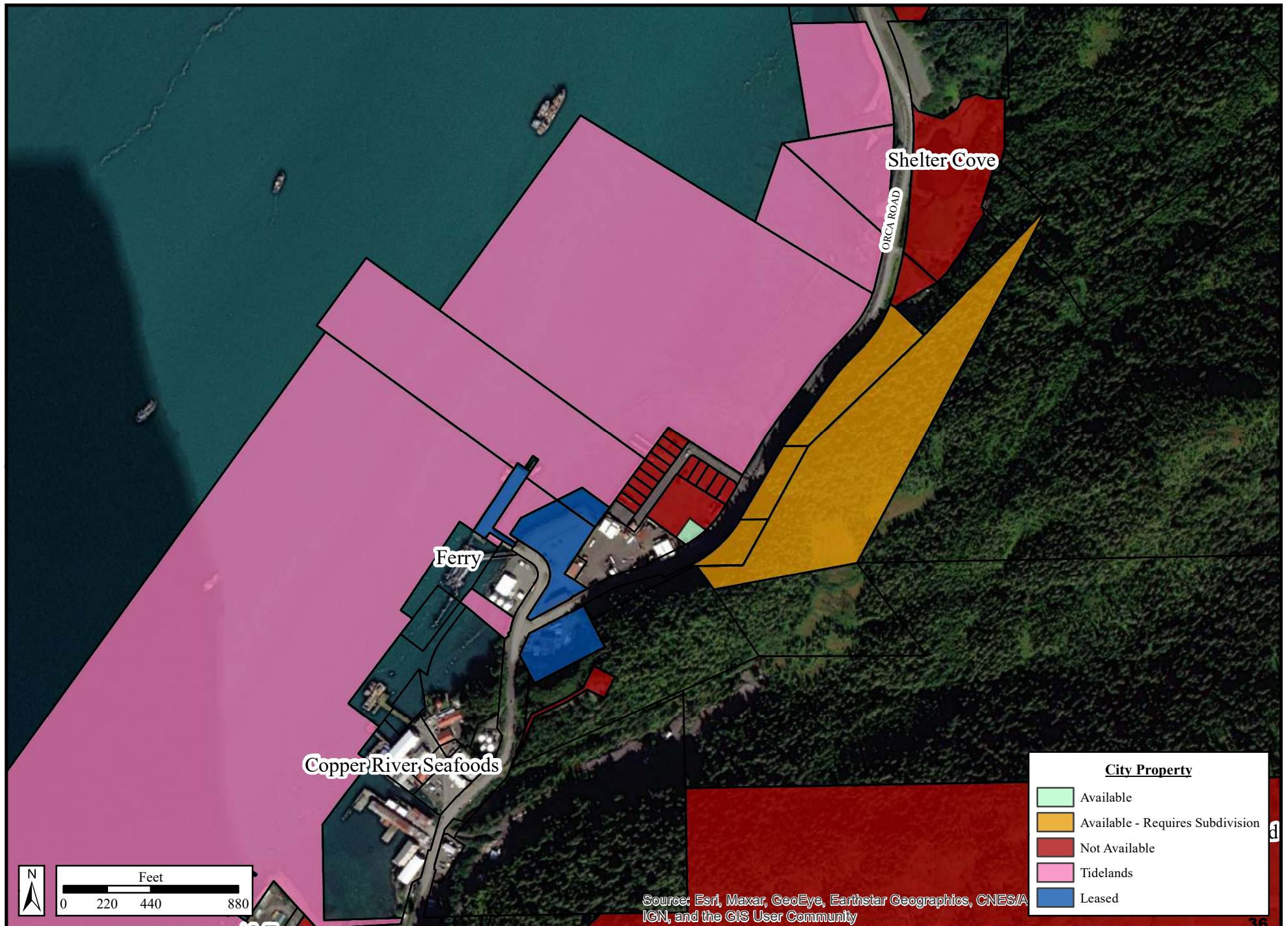
Maps will be updated on an annual basis by the Planning Department staff, reviewed by the Planning Commission, and adopted by City Council. This update process begins each year with updated maps being presented to the Planning Commission in January, but the maps may be modified throughout the year on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

For more information on the land disposal process, refer to Chapter 5.22 of the Cordova Municipal Code, or direct your questions to the Planning Department staff.

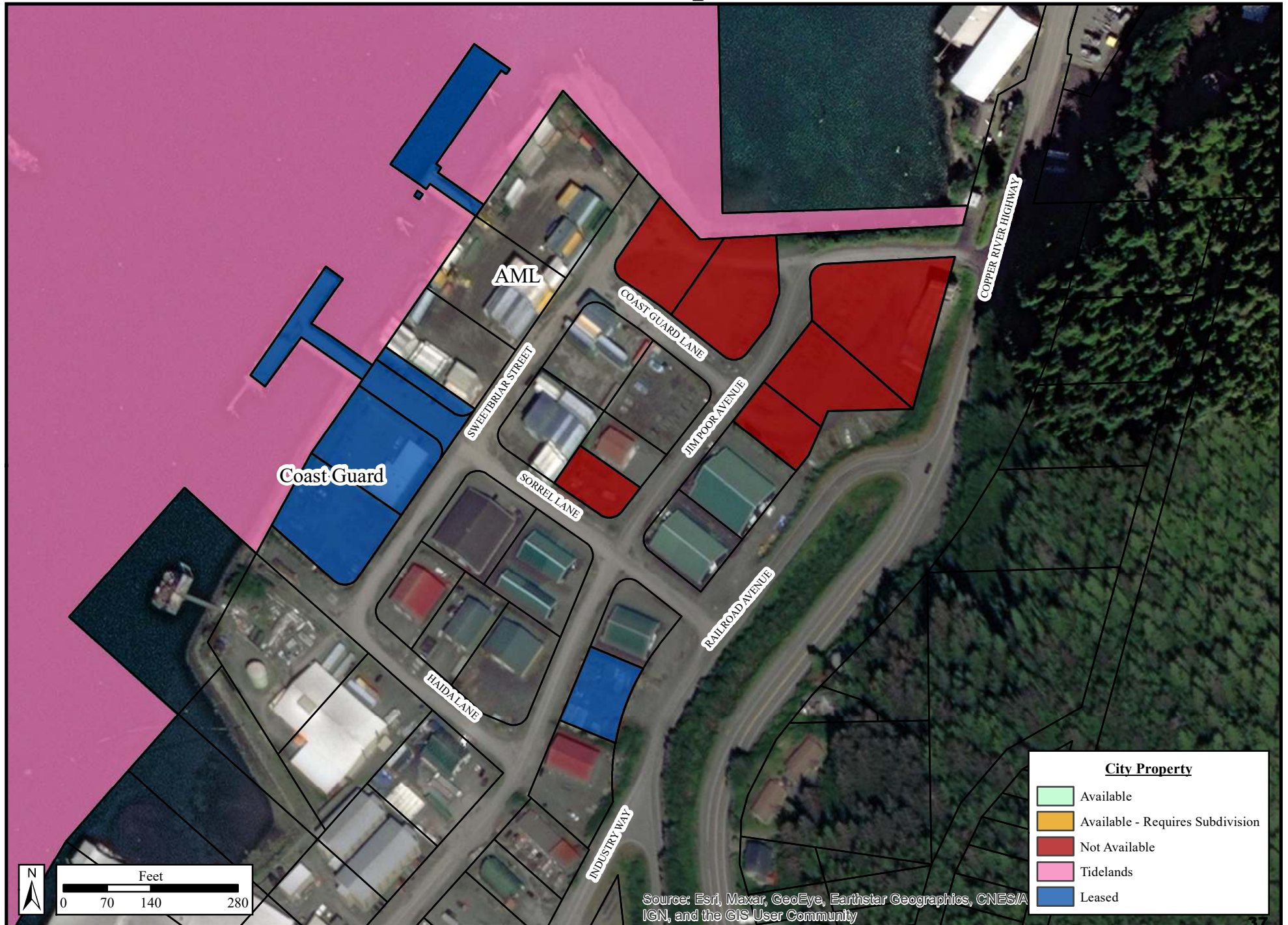
New England Cannery Road



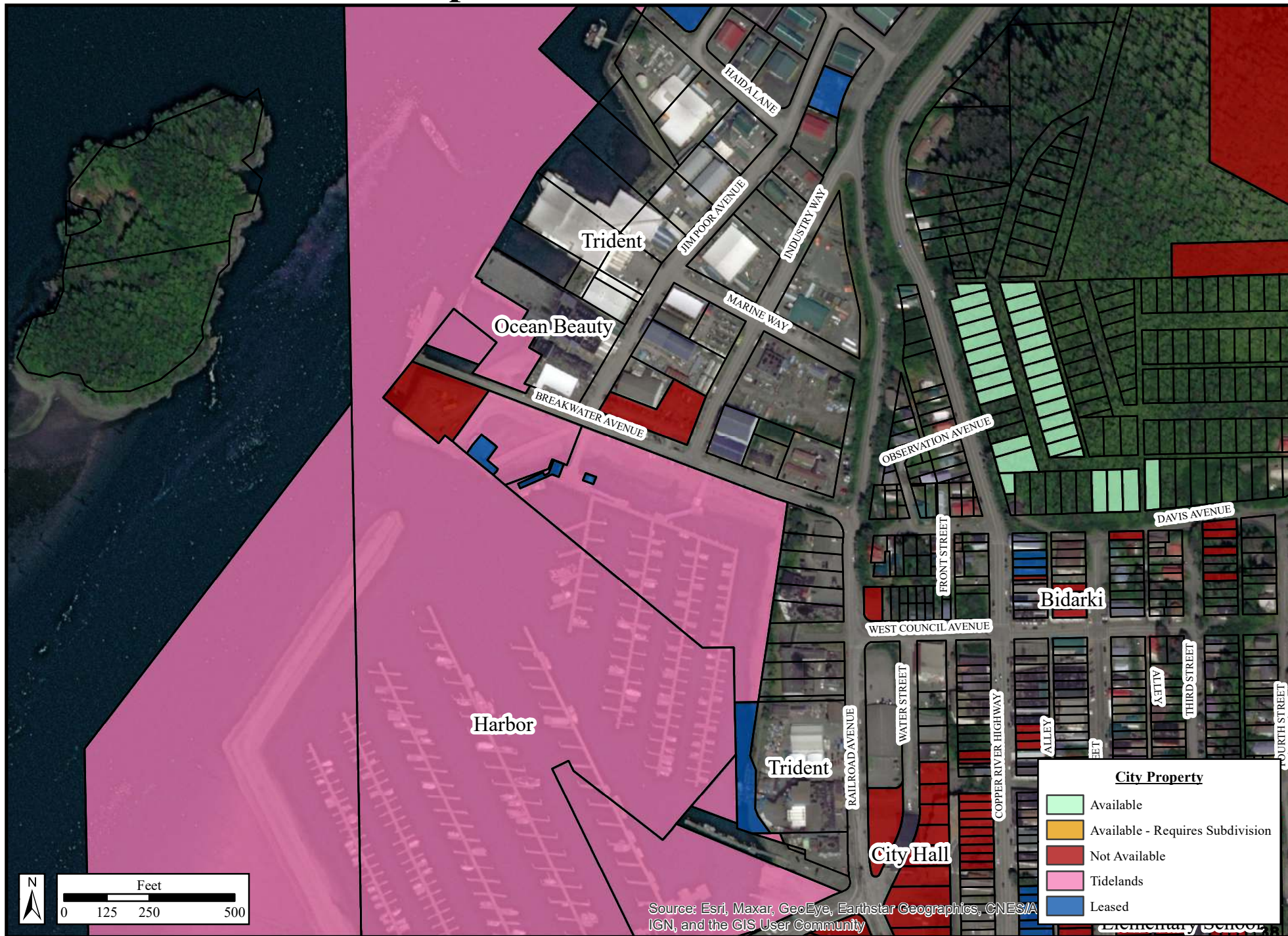
Ocean Dock Subdivision



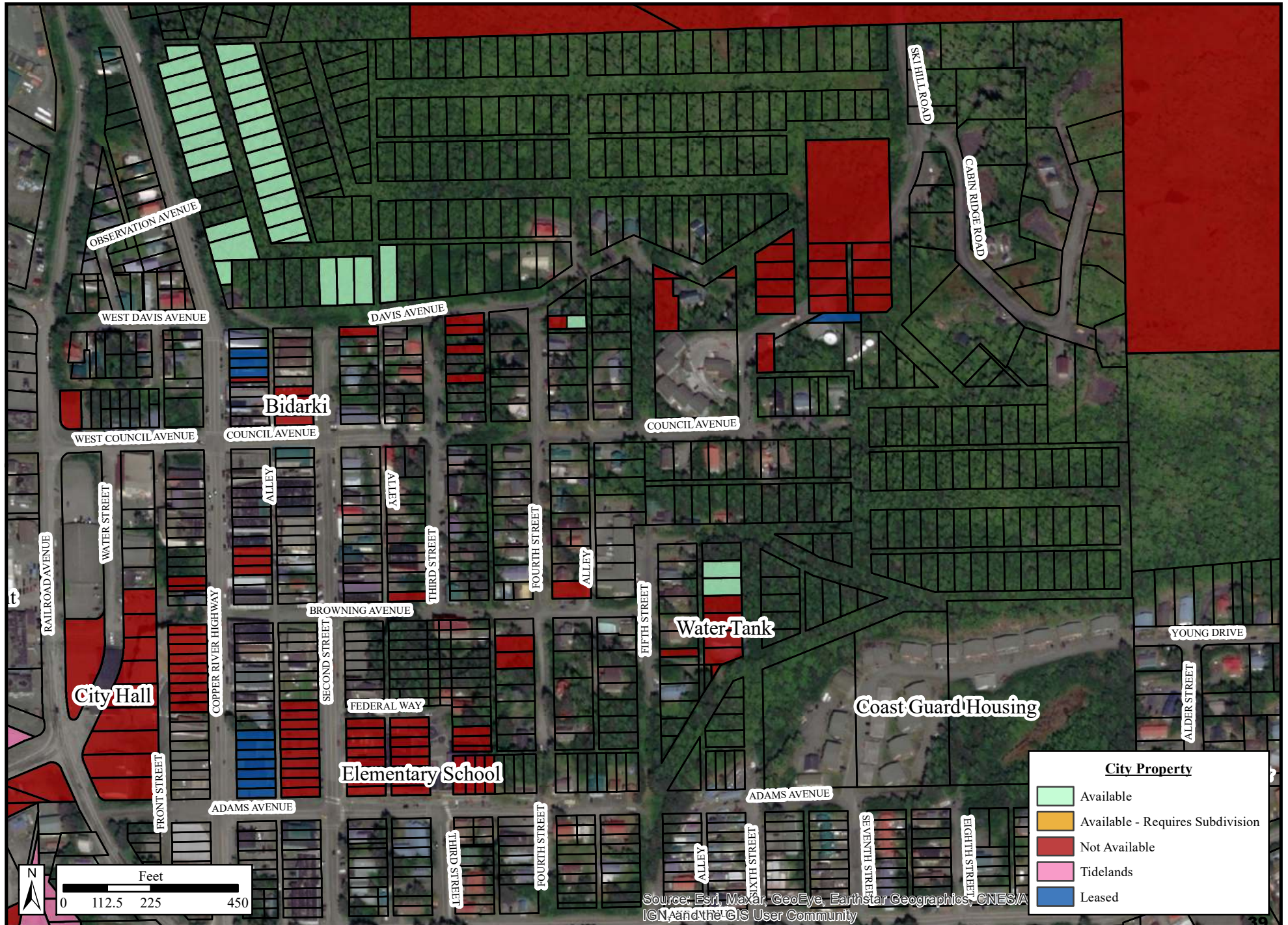
North Fill Development Park



Tidewater Development Park & Cordova Industrial Park



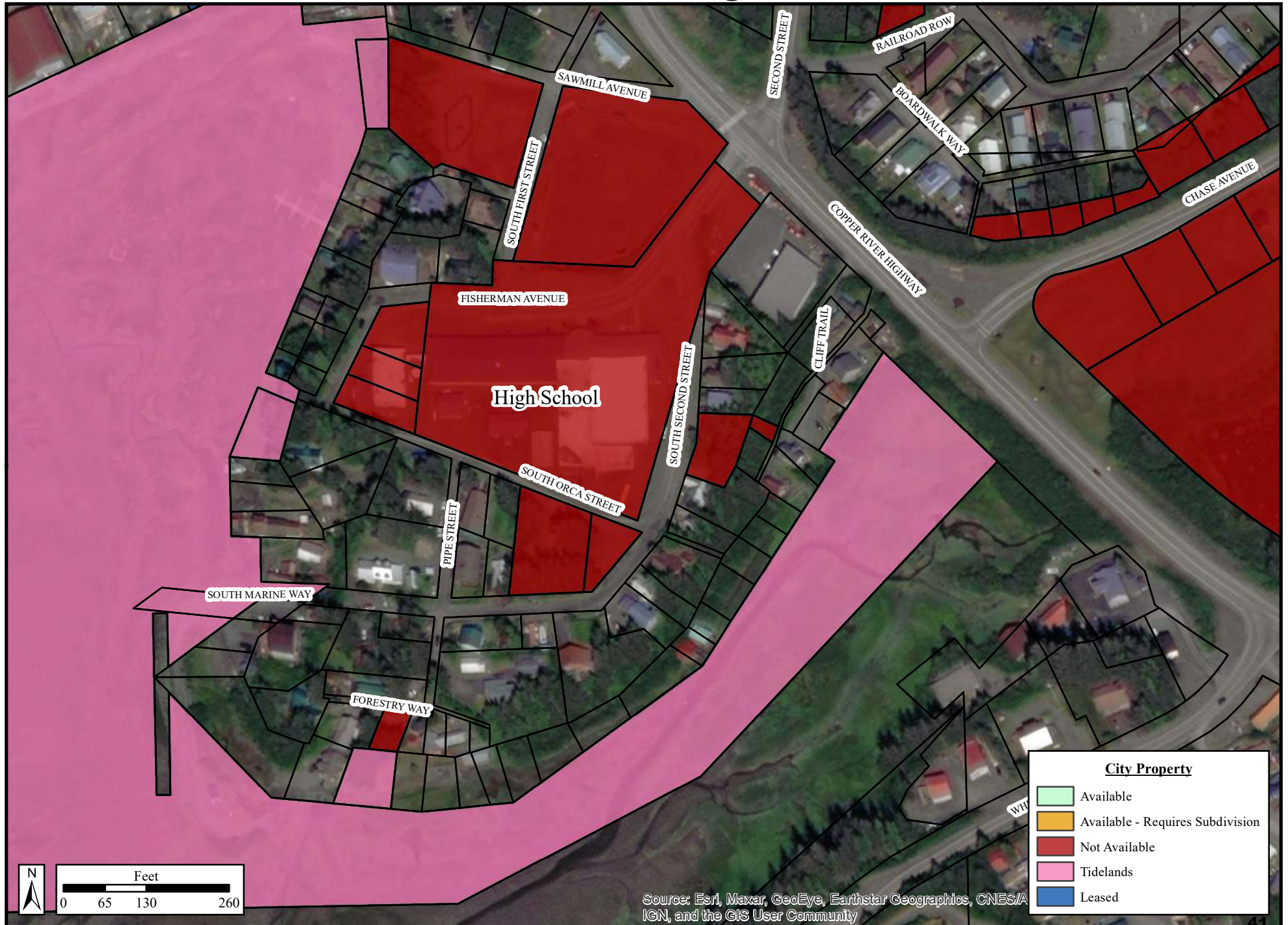
Old Town



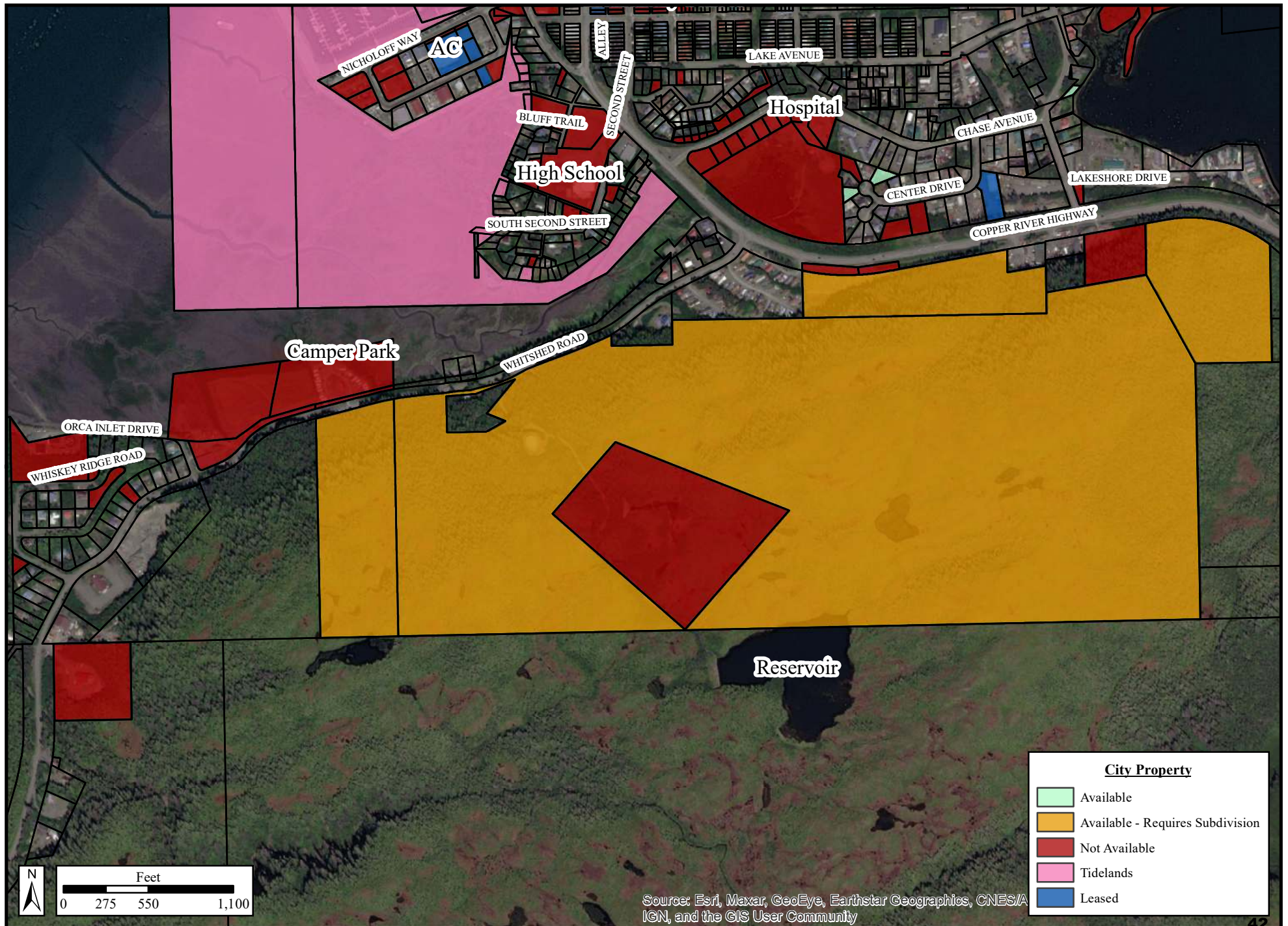
South Fill Development Park



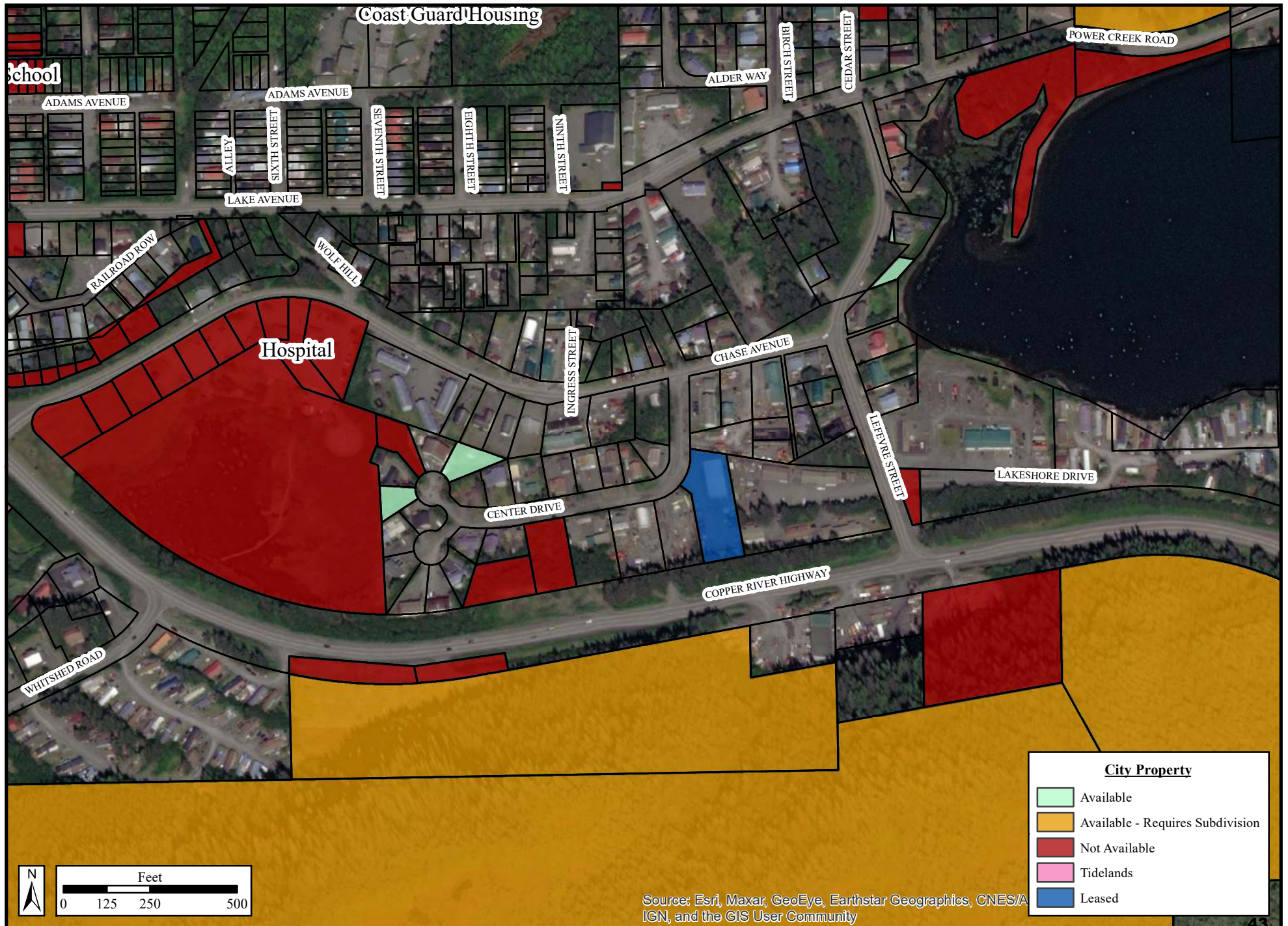
Odiak Slough



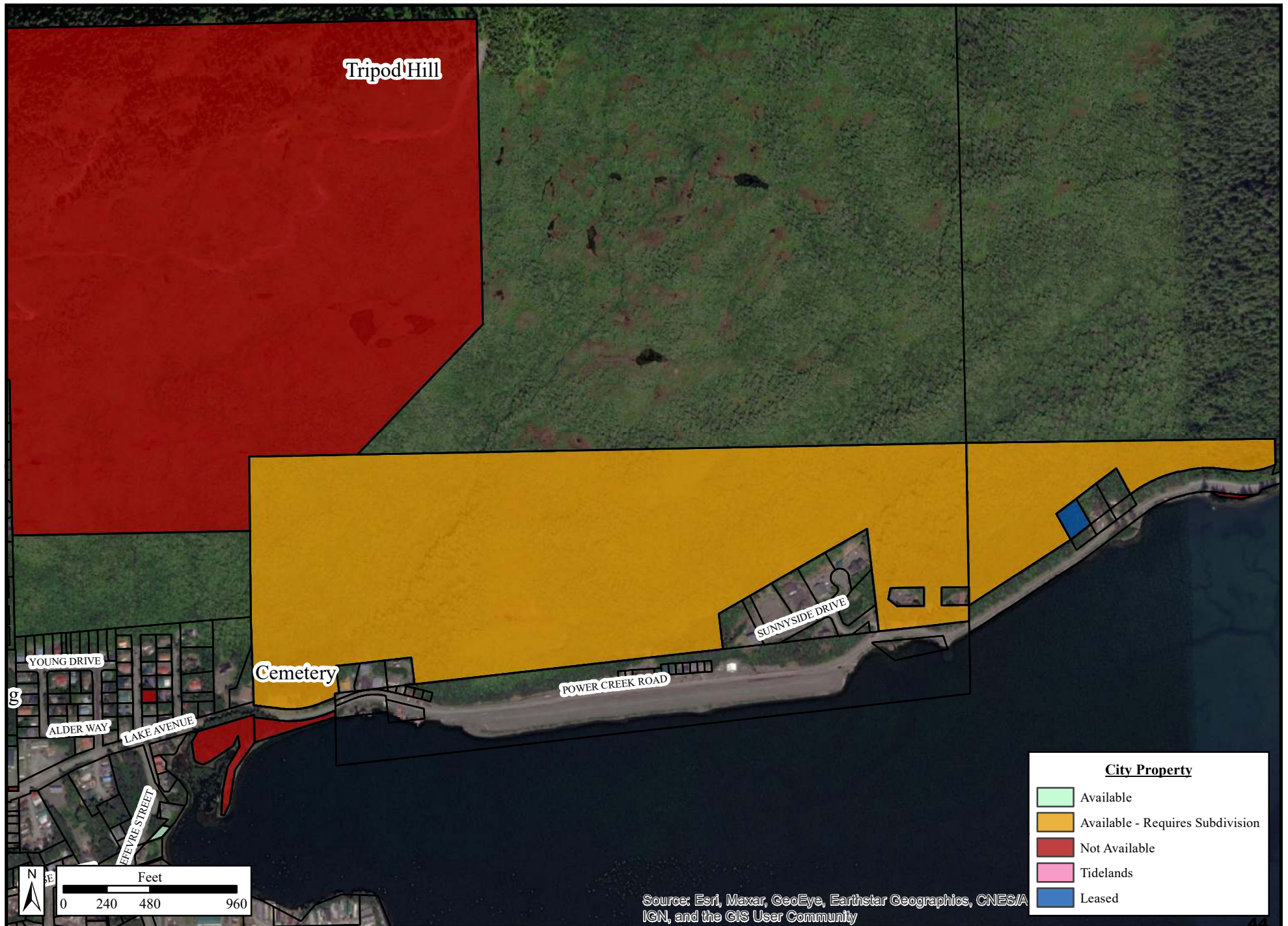
Whitshed Road



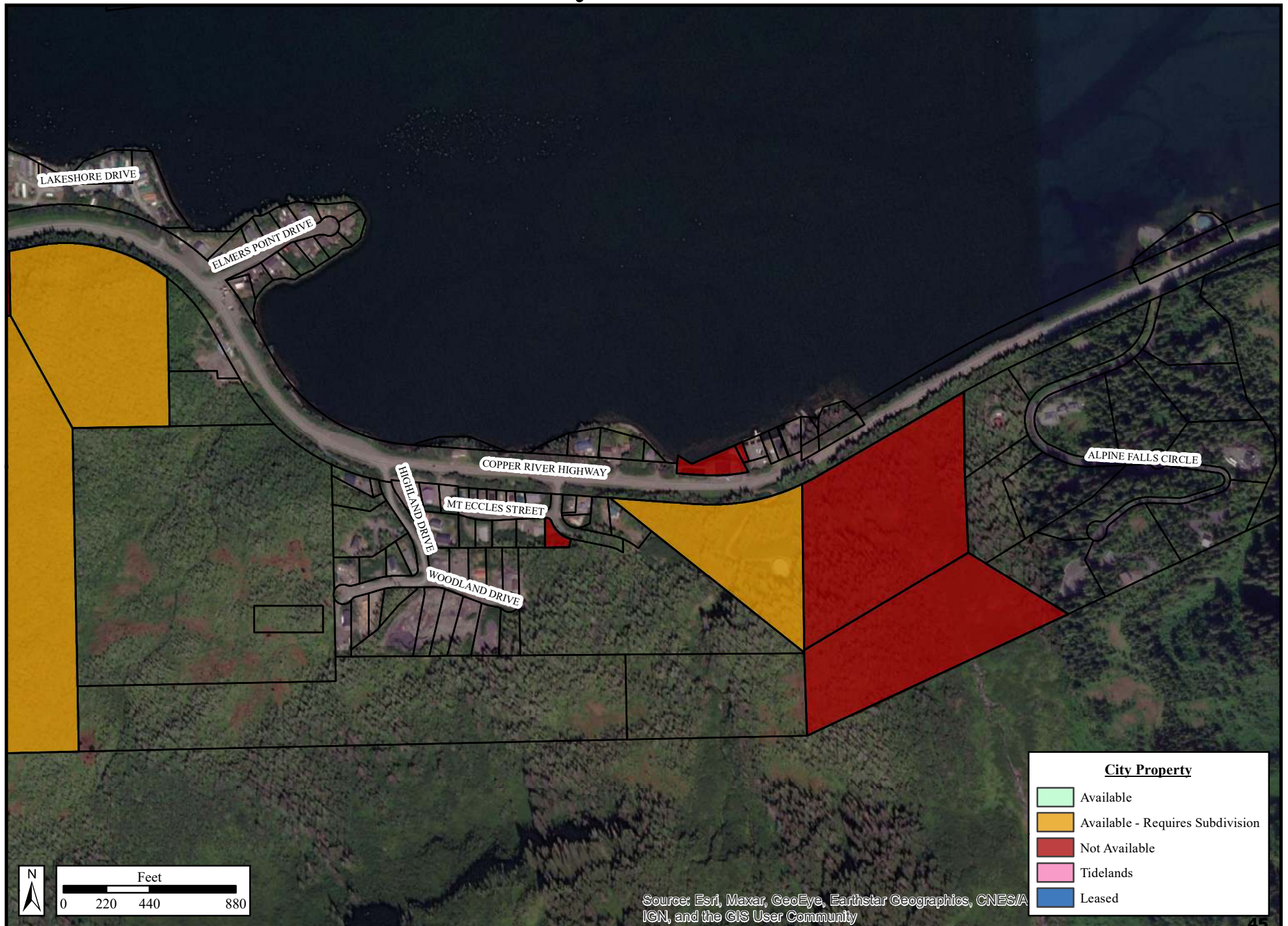
Odiak Park



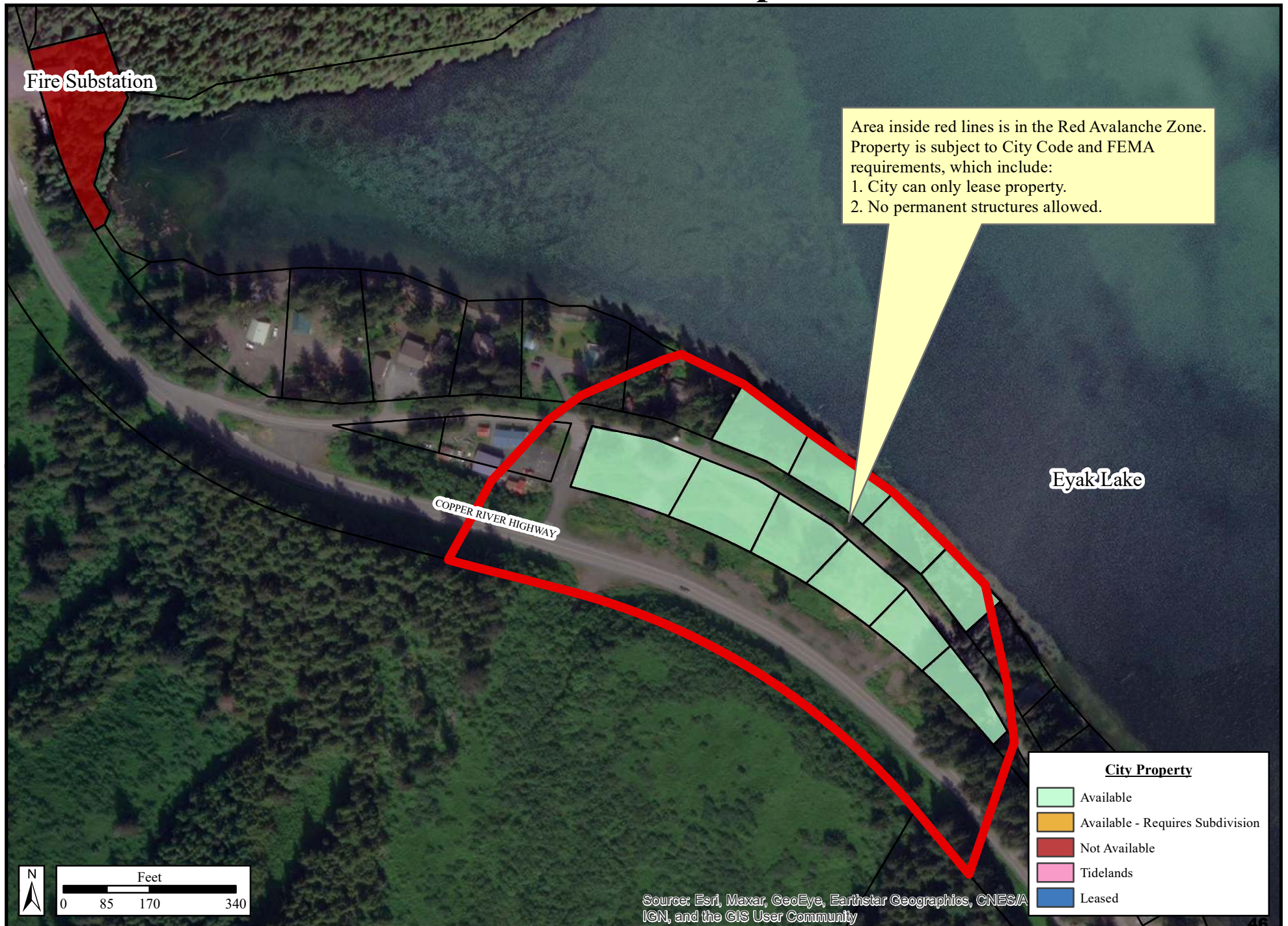
Power Creek Road



Eyak Lake



Five Mile Loop



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

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA,
ALASKA RECOMMENDING THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA
ADOPT THE 2021 LAND DISPOSAL MAPS**

WHEREAS, the City of Cordova's City Manager and City Planner are directed by Cordova Municipal Code Section 5.22.040(B) – *The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission;* and City of Cordova's Planning Commission is directed by Cordova Municipal Code Section 5.22.040(C) – *The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B);* and

WHEREAS, the Planning Commission has determined that annually reviewing and recommending the Land Disposal Maps for City Council's approval will enable the City Manager and City Planner to efficiently determine if land is available for purchase, lease, or lease to purchase; and

WHEREAS, the Planning Commission has identified these Land Disposal Maps as the most current and updated version to be used in the land disposal process; and

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

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommend the City Council of the City of Cordova, Alaska adopt the 2021 Land Disposal Maps.

PASSED AND APPROVED THIS 9TH DAY OF MARCH, 2021



Nancy Bird, Chair

ATTEST:



Leif Stavig, City Planner

March 17, 2021

Manager's Report

Updated website:

Curtis, Andrew and team have revised City's website to make it easier for citizens to access information and city forms, and to improve editing capabilities. We are still updating content and appreciate learning about site errors or content suggestions.

HARBOR funding update

City staff is working hard to identify sources of funding for the North Harbor Rebuild project. We have received word that the project may be eligible for \$8.7M from the federal Economic Development Administration (EDA). The state harbor application has been submitted but must go through the legislative process and possibly a fall public vote before confirmed. See attached report for more detailed information.

Impound lot

Staff is unable to present the additional information requested by Council until the April 7 meeting.

Financial report

Dean Baugh continues to work on City accounts to close out 2020 and bring us up to date for 2021. There is much more catch-up work than expected so we are still unable to provide accurate financial statements at this time. We expect to have complete reports by the first meeting in May.

Finance department restructure

Working with Laura Cloward, I have finalized the finance department restructure, replacing the Finance Director position with a Comptroller, creating Accounts Payable/Payroll Specialist and Accounts Receivable Specialist positions, and retaining Accounting/Front Desk clerk position. This will allow the department to focus on essential accounting/bookkeeping functions to ensure timely reporting of City financial status. City Manager will be responsible for higher level finance requirements: investments, insurance, employee benefits and the like.

FEMA

Staff is preparing a FEMA Public Assistance application for reimbursement of Covid mitigation expenses incurred over the past year. These funds, if awarded, will free up 2020 CARES funds (which have been fully expended and have more flexible spending rules) for use during 2021.

Federal 2021 Covid relief allocation

With passage of the \$1.9 trillion federal Covid relief package there will be additional support coming to local governments nationwide. While there are plenty of details yet to learn about, initial formulas show a potential \$1,057,430.16 allocation for Cordova. Eligible expenditures and specific guidelines are unknown at this time.

Helen vacation: I will be out of Cordova from Friday March 19-Friday April 2. Sam Greenwood will serve as Interim City Manager, with Leif Stavig providing backup support as needed.

To: Manager Helen Howarth

From: Curtis Fincher, Sam Greenwood, & Tony Schinella

Harbor Updates for Council:

1. Alaska's EDA rep, with whom Curtis has been discussing a \$3 million Public Works grant to supplement the Tier 1, said during a call that she might be able to offer more funding.
 - a. She followed up in writing with a proposed budget that lists a \$8.7 million federal contribution, and a \$6 million match by Cordova, to replace floats G, H, I, part of L, and add a drive-down dock.
 - i. She raised the budget cap from \$3 million by listing the project under "Special Award Conditions"; her motivation to do this is that the EDA is preparing to receive ~\$1.2 billion of stimulus funding that is supposed to be earmarked within 6 months.
 - b. To be clear, Cordova has not yet received this grant. We still need to apply for the grant as a means of having the project reviewed for federal compliance. *But* the EDA rep who proposed this budget has considerable discretion re: where EDA funds are allocated in Alaska, and has made it clear she wants to fund this project—it is not a "lottery" in the same way the BUILD is. We have now effectively been selected—presuming we don't fall short on the requirements that remain ahead.
 - i. She wants us to submit sections of the grant directly to her for review as we complete them, and she will edit them and request changes to streamline review at the Federal level.
 - c. Given that this is a larger and firmer commitment than anything we have received to date, Sam has directed our NEPA consultant to focus on EDA-specific NEPA work before everything else.
 - i. Similarly, Tony, Sam, and Curtis plan to start completing the EDA grant sections for Shirley Kelly's review immediately.
2. Contracted Northern Economics to rewrite our BUILD cost-benefit analysis.
 - a. Curtis finagled a call with DOT's Chief Economist for him to walk Northern Economics partner Mike Fisher through why our 2020 BCA was devalued from the listed 3.4X cost-benefit ratio to 1-1.5X (as mentioned during our BUILD debrief in December).
 - i. Call was short but sweet. \$40 million of \$70 million in listed benefits (oil spill response + subsistence values) were completely discounted because of insufficient data. Mike Fisher wrote afterwards that the call was valuable and should enable them to craft a "much stronger BCA this time".
3. Sam applied for DEC Clean Water Fund loan to replace the creosote pilings as part of the south harbor project. This will only be worth pursuing if we receive a subsidy as part of the loan terms, but DEC will not tell you if/how much is subsidized until they review the application. We should hear back on this in the next week or so.

4. Sam has been in contact with Fish & Wildlife to accelerate environmental permitting; has compliance documentation for Section 7 of the Endangered Species Act and is working with marine mammal biologists on IHA permits for sea otters.
5. Tony and Sam gathered data on pounds of seafood shipped out of Cordova per year for the PIDP grant, which, while similar to the BUILD, will need to have a greater emphasis on intermodal transportation of goods.
6. Tony updated our Tier 1 funding request in CAPSIS—the state legislative database for capital project requests—per Bitney’s recommendation.
7. NOFOs for BUILD and PIDP are yet to be released.



Susan Bourgeois, CMC
City of Cordova
Office of the City Clerk
Cordova, AK 99574
601 First Street * PO Box 1210

Phone: 907.424.6248
Fax: 907.424.6000
Cell: 907.253.6248
E-mail: cityclerk@cityofcordova.net

CITY CLERK'S REPORT TO COUNCIL

March 17, 2021 Regular Council Meeting

Date of Report: March 4 – 12

Clerk's department has been cleaning up loose ends from the March 2, 2021 Election and has everything prepared for certification tonight by City Council.

Property tax duties: Deputy Clerk has prepared the 2021 tax roll assessment notices. These went in the mail on March 10, 2021. The appeal period is open until April 9, 2021. Board of Equalization Hearing is scheduled for April 19, 2021 at 7:00 pm if needed. 2020 total assessed value for Cordova was \$238,516,445 and assessment notices went out with an increase of only \$439,160 at \$238,955,605 so we are anticipating very few appeals. The only properties that were looked at were leases, building permits (for percent complete) and plats.

I was asked after the election about when it came to be that Council seats are designated as seats A-G unlike school board and CCMCA board seats. Attached is Resolution 05-95-39 which placed prop 2 on the Special Election of July 19, 1995. I have also included part of the sample ballot for that election, the part with prop 2 so you can see how it was worded and that the vote was 165 yeses to 150 no's so that change was approved. There was a charter commission put together that year and there were very many props on that special election ballot, all for charter changes as proposed by the Charter Commission.

Attached here are the charter sections that were amended (2-1, 2-2, 2-4, 10-2, 10-4).

You'll see that 10-2 and 10-4 were also amended in 2000 by adding the 40% threshold to be required to be elected.

City Clerk will be out of the office on vacation April 22 – May 3, returning to work May 4 (quarantining as required, may work from home to start).

CITY OF CORDOVA

RESOLUTION NO. 5-95- 39

WHEREAS, the City Charter currently provides for a City Council of six persons, and it provides that the Mayor may break a tie vote of the City Council; and

WHEREAS, the Charter Revision Commission has recommended that there be seven members of City Council, elected by designated seats, and that the mayor's power to break a tie vote be eliminated;

NOW THEREFORE, BE IT RESOLVED:

That the following set of amendments be presented to the voters of the City, to amend the City Charter, Articles II and X, as follows:

Section 2-1. There shall be a ~~council of six members, which shall consist of six councilmen~~ city council of seven members, each of whom shall be elected to a designated seat (Seats A through G). There shall be a mayor, ~~but he~~ who shall not be a member of the council.

Mayor and vice mayor

Section 2-2. The mayor shall preside at meetings of the council, and shall certify the passage of all ordinances and resolutions passed by it. ~~He~~ The mayor shall be recognized as head of the city government for all ceremonial purposes and by the ~~governor~~ Governor for purposes of military law. ~~The mayor, if present, shall have a vote on every question before the council in case of a tie, but not otherwise, unless specifically allowed by ordinance. He~~ Except as otherwise provided by applicable law, the mayor may veto any ordinance in accordance with section 2-13 of this charter. The mayor shall have no regular administrative duties except that he shall sign such written obligations the signing of such documents of the city as the council may require. If a vacancy occurs in the office of mayor, the council shall ~~elect~~ appoint a qualified person, who may or may not be a ~~councilman~~ council member at the time, to be mayor for completion of the unexpired term or

Page #2
Approved by
Election
7-19-95
D. J. Clark

until the vacancy is filled by election.

At the first meeting after the time prescribed for the beginning of the terms of newly elected ~~<councilmen>~~ council members, or as soon thereafter as practicable, the council shall elect one of its members vice mayor, who shall serve as such until the next such first meeting. The vice mayor shall only act as mayor during the absence or disability of the mayor, or, if a vacancy occurs in the office of mayor, until another mayor is ~~<elected>~~ appointed by the council and ~~<qualifies. When the>~~ is qualified. The vice mayor ~~<is>~~ when presiding over the council as acting mayor, ~~<he shall have a vote as a councilman, but in case of a tie, shall not have an additional vote to break the tie>~~ shall have a vote only as a council member. If the office of vice mayor becomes vacant, the council shall elect, from its members, another vice mayor for completion of the unexpired term. (Amended by Resolution 86-45 §1, 1986.)

Three-year terms -- Election at large --
Nonpartisan elections

Section 10-2. At the regular election in
<1961, and at the regular election held every
two years thereafter, a mayor shall be
elected. At every regular election after this
charter goes into effect, two councilmen>
1995, a mayor and three council members (Seats
A, B and C) shall be elected. The <councilmen
shall be elected for overlapping terms of
three years, and shall serve thereafter until
their respective successors are elected and
qualify, provided that, if only one councilman
is elected and qualifies in any >person
elected to Seat A in 1995 shall serve for a
two-year term. Other than the council member
elected to Seat A in 1995, all council members
and the mayor shall be elected to serve three-
year terms. At the regular election in 1996,
and every three years thereafter, two council
members will be elected (Seats D and E). At
the regular election in 1997, and every three
years thereafter, three council members (Seats
F, G and A) will be elected. If there are any
council member seats vacant after an election
year (because of failure of <other> candidates
to file or qualify or for other cause), then
<lots> a drawing shall be <cast in a>held at

a council meeting ~~<of the council and>~~ under its direction to determine which of the two ~~<councilmen>~~ or three council members whose terms are about to expire shall continue to serve~~<~~; and provided further that, if (because of a vacancy)~~>~~. If there is only one ~~<councilman>~~ council member whose term is about to expire~~<~~, ~~he>~~ and who has not been re-elected, that member shall continue to serve in such case.

....
(Deleted text is surrounded by < > and struck through; new text is underlined and in boldface.)

Passed this 17 day of May, 1995.



Mayor Margy Johnson



Attest: City Clerk Lynda Plant

City Hall Copy

Signal Results
of Election
L Plant

SAMPLE BALLOT
CITY OF CORDOVA
SPECIAL MUNICIPAL ELECTION
JULY 19, 1995

To vote for or against the ballot proposition, place a mark in the square next to your answer. Any erasure or correction will invalidate that portion of the ballot. If you spoil your ballot, you may return it to the Election Judge and receive another ballot. Your spoiled ballot will be destroyed in your presence.

PROPOSITION NO. 1

Publication of Ordinances

The City Charter currently requires that, prior to any publication by posting of any ordinance, notice, or other document, the City Council, must pass a resolution declaring that publication is very impracticable or impossible under the circumstances.

This proposed amendment would amend the City Charter, Article I, Section 1-6, to provide that publication of ordinances, notices, and any other documents, may be accomplished by posting in a place accessible to the public, without requiring a resolution by the City Council.

Should this amendment, as set forth in Resolution No. 5-95-38, be adopted?

YES ☐ 110

NO ☒ 202

PROPOSITION NO. 2

City Council and Mayor: Changes in Number of Council Seats, Term and Respective Authority

The Charter now provides for six seats on the City Council, and requires that the two candidates receiving the most votes in at-large election are elected to the Council. It also allows the mayor to break a tie vote of the Council.

This proposed set of amendments would amend the City Charter, Article II, Sections 2-1, 2-2, and 2-11, and Article X, Sections 10-2 and 10-4, to increase the number of seats on the City Council to seven (7), to provide that any candidate for city council must run for one seat, remove the mayor's authority to vote in the event of a tie at a City Council meeting, provide for a transition to a seven-member council, and adjust council voting requirements in accordance with the increased number of council members.

Should this amendment, as set forth in Resolution No. 5-95-39, be adopted?

YES ☒ 165

NO ☐ 150

PROPOSITION NO. 3

Appointment of Hospital Administrator and Finance Director

The Charter does not now address the relationship between the City Council and the hospital administrator and finance director.

This amendment would amend the City Charter, Article II, Section 2-4, to provide that the City Council shall have the power to appoint and remove the hospital administrator and finance director.

Should this amendment, as set forth in amended Resolution No. 5-95-40 be adopted?

YES ☐ 136

NO ☒ 167

Section 2-1. - Mayor and City Council: Number and qualifications, designated council seats.

There shall be a city council of seven members, each of whom shall be elected to a designated seat (Seats A through G). There shall be a mayor, who shall not be a member of the council. Only qualified voters of the city who, at the time of their election or appointment to fill a vacancy, are at least eighteen years old and have resided within the city at least one year, shall be qualified for the offices of mayor and council member. During their terms of office, and for a period of one year thereafter, neither the mayor nor a council member may hold any compensated position in the city government, except that of volunteer fireman. The mayor or any council member who is no longer a resident of the city shall cease to hold office.

(Amended by Resolution 89-69, approved by the voters on October 3, 1989, and by Resolutions 5-95-39, 5-95-45, 5-95-54 and 5-95-56, approved by the voters on July 19, 1995).

Editor's note— See Alaska constitution, Article V, Section 1, (providing that qualified voters shall be at least eighteen years of age); A.S. 29.23.250(a), (providing that a voter of a home rule or general law city is eligible to hold the office of mayor); and A.S. 29.13.100(4), (specifically providing that A.S. 29.23.250(a) applies as a limitation of home rule powers). Under the foregoing provisions of Alaska state law, a citizen who is a qualified voter of at least eighteen years of age is also qualified to serve as mayor.

(Amended by Resolution 5-95-56, approved by the voters on July 19, 1995).

Section 2-2. - Mayor and vice mayor.

The mayor shall preside at meetings of the council, and shall certify the passage of all ordinances and resolutions passed by it. The mayor shall be recognized as head of the city government for all ceremonial purposes and by the Governor for purposes of military law. Except as otherwise provided by applicable law, the mayor may veto any ordinance in accordance with section 2-13 of this charter. The mayor shall have no regular administrative duties except the signing of such documents of the city as the council may require. If a vacancy occurs in the office of mayor, the council shall appoint a qualified person, who may or may not be a council member at the time, to be mayor for completion of the unexpired term or until the vacancy is filled by election.

At the first meeting after the time prescribed for the beginning of the terms of newly elected council members, or as soon thereafter as practicable, the council shall elect one of its members vice mayor, who shall serve as such until the next such first meeting. The vice mayor shall only act as mayor during the absence or disability of the mayor, or, if a vacancy occurs in the office of mayor, until another mayor is appointed by the council and is qualified. The vice mayor when presiding over the council as acting mayor, shall have a vote only as a council member. If the office of vice mayor becomes vacant, the council shall elect, from its members, another vice mayor for completion of the unexpired term.

(Amended by Resolution 86-45 § 1, 1985, and by Resolutions 5-95-39 and 5-95-56, approved by the voters on July 19, 1995).

Section 2-11. - Council: Quorum, rules, yeas and nays, voting.

Four members of the council shall constitute a quorum, but a smaller number may adjourn, and continue the meeting from day to day or from time to time. The council may determine its own rules of order and procedure. On the demand of any member, the vote on any question shall be by yeas and

nays, and shall be entered into the journal. The council members present, and the mayor when authorized by charter or ordinance, shall vote on every question, except when the vote is a voice vote or unless excused by the council before the vote. If any council member, or the mayor, if required to vote, fails or refuses to vote, that person's vote shall be recorded as an affirmative vote on the question. If there is a tie vote, the question or motion shall fail.

(Amended by Resolutions 5-95-39 and 5-95-56, approved by the voters on July 19, 1995).

Section 10-2. - Three-year terms—Election at large—Nonpartisan elections.

At the regular election in 1995, a mayor and three council members (Seats A, B and C) shall be elected.

The person elected to Seat A in 1995 shall serve for a two-year term. Other than the council member elected to Seat A in 1995, all council members shall be elected to serve three-year terms. The mayor shall be elected to serve a two-year term. At the regular election in 1996, and every three years thereafter, two council members will be elected (Seats D and E). At the regular election in 1997, and every three years thereafter, three council members (Seats F, G and A) will be elected. If there are any council member seats vacant after an election year (because of failure of candidates to file or qualify or for other cause), then a drawing shall be held at a council meeting under its direction to determine which of the two or three council members whose terms are about to expire shall continue to serve. If there is only one council member whose term is about to expire, and who has not been re-elected, that member shall continue to serve in such case.

The term of office for the mayor and council members shall begin on the first day after the council certifies the election results. If the mayor-elect or a council member-elect fails to qualify within 30 days after the beginning of a term of office, the election of the mayor or council member shall be void. No person who has been elected mayor or council member, as the case may be, for two consecutive terms shall again be eligible to hold that office, until the regular election in the year following the year in which that person's second consecutive term expired. A council member who has served two consecutive terms will not be placed on the ballot for any seat on the council until the regular election in the year following the year in which their second term expires. This limitation shall not apply to the mayor or council members in office at the time this charter is approved until after their current term of office has expired.

The mayor and council members shall be elected at large, by the greatest number of votes cast, and not less than forty (40) percent of the votes, and votes shall be cast by secret ballot. The election shall be non-partisan, and no party designation or emblem shall be placed on the ballot.

(Amended by Resolution 5-95-39, approved by the voters on July 19, 1995).

(Amended by Resolution 11-99-79, approved by the voters on March 2, 2000).

Section 10-4. - Voting—Who elected.

Every qualified voter of the city shall be entitled to vote for one candidate for mayor and for one candidate for each council seat. On the ballots between the title of the office or council seat and the names of the candidates, shall be printed the instruction "Vote for one." A voter may also write in the name of, and vote for, a person whose name does not appear on the ballot.

The candidate receiving the greatest number of votes cast, and not less than forty (40) percent of the total votes cast for the office of mayor or for a council seat, as the case may be, shall be elected. If no candidate for the office of mayor or for a council seat, as the case may be, receives the greatest number of votes cast, and not less than forty (40) percent of the votes cast for the office or seat, a runoff election shall be held within three weeks after the date of certification of the election for which the runoff election is required, and notice of the runoff election shall be published at least twenty (20) days before the runoff election date. The runoff election shall be between two candidates receiving the highest and next highest number of votes for the office or council seat, as the case may be. The candidate receiving the greatest number of votes in the runoff election shall be elected. In case of a tie, the election shall be determined fairly by a drawing from among the candidates tying, in a meeting of the council and under its direction.

(Amended by Resolutions 5-95-39, 5-95-55 and 5-95-56, approved by the voters on July 19, 1995).

(Amended by Resolution 11-99-79, approved by the voters on March 2, 2000).



Art by Ben Ratzel
Kindergarten



Art by Raegan Ladd
Kindergarten



Art by Chaya Jeppson
Kindergarten



Art by Dylan DeLaet
Kindergarten

Thank you so much for funding
the HVAC system. Josh has been
so thankful the time it serves him,
as well as teachers and student
appreciate having continuity

City of Cordova,

Thank you for providing upgrades
to the school HVAC system. It
makes a huge difference for the
staff and students environment.

Thank You
CHS Staff

Thank you for
supporting our schools
and kids. This is
an item that has
been on the to do
list for so long, and it's
so very exciting to get
it done. The students
& staff all notice too.
Tammy Altemott

Thank you
for the new
HVAC control system
at the high school,
improving the environment
for high schools now
and into the future!
Mt. Eccles
Staff

My enduring thanks
for the upgrades to the
HVAC system at CHS.
Having consistent heat
has a huge impact on
learning.
Barb
Jewell

Thank you for supporting the
youth of Cordova. The new
updates for the HVAC system
are so appreciated & have improved
the quality of environment that
our students learn in.

Thanks, Sheryl

A memo from Susan Bourgeois, CMC, City Clerk

DATE: March 5, 2021

TO: Mayor and City Council, public

SUBJECT: Agency and Public review period for preliminary decision
regarding Aquatic Farmsite leases near Cordova

Steps in this process:

1. A business or citizen requests a lease from State of Alaska Department of Natural Resources, specifically, Division of Mining Land and Water.
2. Agencies are made aware of the full project scope and a 20-day agency review period begins
3. The Division makes a preliminary ruling on the request and then a 30-day agency and public review period ensues.

The City Clerk receives notice first when the agency review period opens – the full project application is put into a council packet for Council review and Council can direct staff to comment.

After the Division of Mining, Land and Water makes a preliminary decision on the lease request, the Clerk receives notice again and puts the one-page public notice into a Council packet under correspondence. The one-page notice has a link to the website where the text of the preliminary decision can be read as well as the full project packet can be reviewed. This one-page public notice also gives the public direction and timelines for making comments.

These four ADL's were before Council last year when the Agency review period was open and now they are in correspondence and the public comment is open.

State of Alaska
Department of Natural Resources
Division of Mining, Land & Water
Southcentral Regional Land Office
550 W. 7th Ave., Suite 900C
Anchorage, AK 99501-3577

ADL 233624
Public and Agency Notice: Aquatic Farmsite Lease
Pursuant to AS 38.05.945
(USGS Quad Map Cordova C-6)

Subject to AS 38.05.083, the Southcentral Regional Land Office (SCRO) has made a Preliminary Decision to offer a 10-year lease to Matt Andersen dba Andersen Island, LLC for a 22.04-acre, more or less, site for the operation of an aquatic farmsite for the purpose of cultivating sugar kelp and ribbon kelp. The location of the project area is further described as being within Section 5, Township 14 South, Range 04 West, Copper River Meridian, on the northwestern shore of Sheep Bay, approximately 12 miles northwest of the city of Cordova.

The public is invited to review and comment on this Decision. A copy of the Decision can be found at <https://aws.state.ak.us/OnlinePublicNotices/default.aspx> or is available in hardcopy upon request. Questions concerning how to comment should be directed to Brent Reynolds at (907) 269-8567, by e-mail at brent.reynolds@alaska.gov or by fax to (907) 269-8913. **All comments must be received in writing at the above listed mailing address or e-mail on or before 5:00 PM on April 2, 2021.** To be eligible to appeal DNR's Final Decision, under AS 38.05.035(i)-(m), a person must have submitted written comments during this comment period.

The State of Alaska, Department of Natural Resources, complies with Title II of the American with Disabilities Act of 1990. Individuals with audio impairments that have questions concerning this PD may call Relay Alaska at 711 or 1-800-770-8973 for assistance at no cost.

DNR reserves the right to waive technical defects in this publication.

State of Alaska
Department of Natural Resources
Division of Mining, Land & Water
Southcentral Regional Land Office
550 W. 7th Ave., Suite 900C
Anchorage, AK 99501-3577

ADL 233622
Public and Agency Notice: Aquatic Farmsite Lease
Pursuant to AS 38.05.945
(USGS Quad Map Cordova C-6)

Subject to AS 38.05.083, the Southcentral Regional Land Office (SCRO) has made a Preliminary Decision to offer a 10-year lease to Rion Schmidt dba Sea Garden, LLC for a 22-acre, more or less, site for the operation of an aquatic farmsite for the purpose of cultivating sugar kelp and ribbon kelp. The location of the project area is further described as being within Section 5, Township 14 South, Range 04 West, Copper River Meridian, on the northwestern shore of Sheep Bay, approximately 9 miles northwest of the city of Cordova.

The public is invited to review and comment on this Decision. A copy of the Decision can be found at <https://aws.state.ak.us/OnlinePublicNotices/default.aspx> or is available in hardcopy upon request. Questions concerning how to comment should be directed to Brent Reynolds at (907) 269-8567, by e-mail at brent.reynolds@alaska.gov or by fax to (907) 269-8913. **All comments must be received in writing at the above listed mailing address or e-mail on or before 5:00 PM on April 5, 2021.** To be eligible to appeal DNR's Final Decision, under AS 38.05.035(i)-(m), a person must have submitted written comments during this comment period.

The State of Alaska, Department of Natural Resources, complies with Title II of the American with Disabilities Act of 1990. Individuals with audio impairments that have questions concerning this PD may call Relay Alaska at 711 or 1-800-770-8973 for assistance at no cost.

DNR reserves the right to waive technical defects in this publication.

State of Alaska
Department of Natural Resources
Division of Mining, Land & Water
Southcentral Regional Land Office
550 W. 7th Ave., Suite 900C
Anchorage, AK 99501-3577

ADL 233625
Public and Agency Notice: Aquatic Farmsite Lease
Pursuant to AS 38.05.945
(USGS Quad Map Cordova C-6)

Subject to AS 38.05.083, the Southcentral Regional Land Office (SCRO) has made a Preliminary Decision to offer a 10-year lease to Ruth Reuter dba Alaska Deep Seas, LLC for a 22.04-acre, more or less, site for the operation of an aquatic farmsite for the purpose of cultivating sugar kelp and ribbon kelp. The location of the project area is further described as being within the SW1/4 of Section 5 and NW1/4 of Section 8, Township 14 South, Range 4 West, Copper River Meridian, within Sheep Bay, approximately 12 miles northwest of the city of Cordova, Alaska.

The public is invited to review and comment on this Decision. A copy of the Decision can be found at <https://aws.state.ak.us/OnlinePublicNotices/default.aspx> or is available in hardcopy upon request. Questions concerning how to comment should be directed to Brent Reynolds at (907) 269-8567, by e-mail at brent.reynolds@alaska.gov or by fax to (907) 269-8913. **All comments must be received in writing at the above listed mailing address or e-mail on or before 5:00 PM on April 6, 2021.** To be eligible to appeal DNR's Final Decision, under AS 38.05.035(i)-(m), a person must have submitted written comments during this comment period.

The State of Alaska, Department of Natural Resources, complies with Title II of the American with Disabilities Act of 1990. Individuals with audio impairments that have questions concerning this PD may call Relay Alaska at 711 or 1-800-770-8973 for assistance at no cost.

DNR reserves the right to waive technical defects in this publication.

State of Alaska
Department of Natural Resources
Division of Mining, Land & Water
Southcentral Regional Land Office
550 W. 7th Ave., Suite 900C
Anchorage, AK 99501-3577

ADL 233626
Public and Agency Notice: Aquatic Farmsite Lease
Pursuant to AS 38.05.945
(USGS Quad Map Cordova C-6)

Subject to AS 38.05.083, the Southcentral Regional Land Office (SCRO) has made a Preliminary Decision to offer a 10-year lease to Michael Mahoney and Lara Kreyling dba Hartney Bay Kelp Company for a 15.04-acre, more or less, site for the operation of an aquatic farmsite for the purpose of cultivating sugar kelp and ribbon kelp. The location of the project area is further described as being within Section 5, Township 14 South, Range 04 West, Copper River Meridian, on the northwestern shore of Sheep Bay, approximately 9 miles northwest of the city of Cordova.

The public is invited to review and comment on this Decision. A copy of the Decision can be found at <https://aws.state.ak.us/OnlinePublicNotices/default.aspx> or is available in hardcopy upon request. Questions concerning how to comment should be directed to Brent Reynolds at (907) 269-8667, by e-mail at brent.reynolds@alaska.gov or by fax to (907) 269-8913. **All comments must be received in writing at the above listed mailing address or e-mail on or before 5:00 PM on April 12, 2021.** To be eligible to appeal DNR's Final Decision, under AS 38.05.035(i)-(m), a person must have submitted written comments during this comment period.

The State of Alaska, Department of Natural Resources, complies with Title II of the American with Disabilities Act of 1990. Individuals with audio impairments that have questions concerning this PD may call Relay Alaska at 711 or 1-800-770-8973 for assistance at no cost.

DNR reserves the right to waive technical defects in this publication.



AGENDA ITEM 18
City Council Meeting Date: 03/17/2021
CITYCOUNCILCOMMUNICATIONFORM

FROM: Susan Bourgeois, City Clerk
DATE: 03/09/2021
ITEM: Resolution 03-21-09 certifying election
NEXT STEP: Majority voice vote

☐ ORDINANCE
☐ MOTION

☒ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: election certification by City Council via resolution

II. RECOMMENDED ACTION / NEXT STEP: Council motion to approve Resolution 03-21-09

III. FISCAL IMPACTS: Some shared state revenues require that Cities hold annual elections and abide by statute and Code in so doing – therefore, validly held elections are vital to the future of the State of Alaska’s revenue sharing with the City of Cordova.

IV. BACKGROUND INFORMATION: General Election held March 2, 2021 – ballots cast at the polls were counted that evening by the Election Board then 15 days later on March 17, 2021 (this morning), Election Board will hold the “All-Ballot Canvassing Session” and count the “other” ballots, i.e. absentee ballots returned by mail and questioned ballots. The resolution attached here has no results inserted, the final resolution to be approved by Council will be brought to the meeting with the total number of votes for each candidate as well as total number of ballots cast in the General Election.

V. LEGAL ISSUES: CMC 2.18.050 A – requires that council meet no more than 48 hours after the “All-Ballot Canvassing Session” to certify the results – March 17, 2021 at 7 pm (tonight’ regular Council meeting) is within 48 hours of the “All-Ballot Canvassing Session”.

VII. SUMMARY AND ALTERNATIVES: Council can approve the resolution or per CMC 2.18.050 B if Council concludes that the election is not valid, it shall order another election.

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-21-09**

**CERTIFICATION OF THE OFFICIAL RESULTS
OF THE MARCH 2, 2021 CITY OF CORDOVA GENERAL ELECTION**

WHEREAS, the City of Cordova held its general election on March 2, 2021; and

WHEREAS, the Election Board has canvassed all of the votes of the election and has submitted its certification of election returns of all ballots to the City Clerk; and

WHEREAS, Cordova Municipal Code 2.18.050.A requires that the City Council meet no more than 48 hours after the All-Ballot Canvassing session is complete, to review the Certificate of Returns prepared by the Election Board, and the City Council has reviewed such Certificate of Returns.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Cordova, Alaska, does hereby:

Section 1: Accept the results as entered on the Election Board Certificate of Returns; and

Section 2: Determine that the election was validly held and that substantial compliance with all voting procedures was affected and that no material discrepancies exist which may affect the outcome of the election; and

BE IT FURTHER RESOLVED that the Council of the City of Cordova, Alaska, certifies the following as the official results of the March 2, 2021 general election: winners are in bold italics and underlined

<u>Office</u> <u>Candidates</u>	<u>Votes</u> <u>rec'd</u>	<u>Office</u> <u>Candidates</u>	<u>Votes</u> <u>rec'd</u>
City Council Seat "D"		City Council Seat "E"	
<u>Melina Meyer</u>	<u> </u>	<u>Anne Schaefer</u>	<u> </u>
Karen Deaton Perry		Kenneth Jones	
School Board Members		CCMC Authority Board Members	
<u>Peter Hoepfner</u>	<u> </u>	<u>Linnea Ronnegard</u>	<u> </u>
<u>Henk Kruithof</u>	<u> </u>	<u>Elizabeth Senear</u>	<u> </u>
Bree Mills			
Aaron Hansen			
Katie Jo Roemhildt		Total Ballots Cast:	<u> </u>
Emily Taylor			
Erin Stoermer			

BE IT FURTHER RESOLVED that the City Clerk is directed to issue Certificates of Election to each candidate elected to office that is not subject to recount, to prepare Certificates of Election for each approved proposition and to publish the results of the election in a newspaper of general circulation in the City.

PASSED AND APPROVED THIS 17th DAY OF MARCH 2021.

Clay R. Koplin, Mayor

Councilmember Cathy Sherman

Councilmember Melina Meyer

Councilmember David Allison

ATTEST:

Susan Bourgeois, CMC, City Clerk

Councilmember Tom Bailer

Councilmember Jeff Guard

Councilmember Anne Schaefer

Councilmember David Glasen

A memo from Susan Bourgeois, CMC, City Clerk

DATE: March 11, 2021

TO: Mayor and City Council, public

SUBJECT: City Departments, high-level look, CPD

This agenda item is brought forward by request of 2 Council members: Vice Mayor Melina Meyer and Council member Jeff Guard.

They composed the following memo and asked for it to be in the packet so Council could come prepared for the discussion item.

City of Cordova's Departments: Council's High-Level Look

The City has many departments and collectively these departments, through the services they provide to residents, make up the City of Cordova. Ensuring each City department serves the community in a cost-effective and responsive manner is an important responsibility of the City Council.

We are a local government with elected officials who hire a city manager to run city operations. Having a high-level discussion by Council gives direction to the city manager in shaping all the pieces that make up the city, and also gives the community confidence that we are paying attention. The Council should commit to periodically taking a close look at every department to ensure that services are accomplished at the highest level.

Cordova Police Department Council Discussion

This discussion is about how the police department operates and serves, not about individual people (employees) who work in the department. Public concerns or topics that have prompted this discussion include:

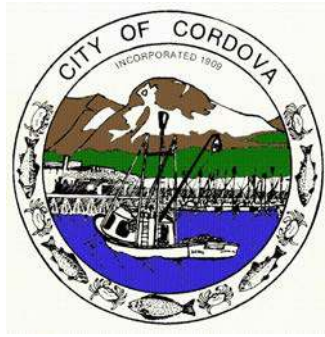
- Facility is not welcoming to the public;
- Officers are not visible and do not get out into the public;
- Reports of on-duty officers not wearing masks when interacting with individuals;
- Reports of on-duty officers singling out individuals and harassing them;
- Council mandates and rules not followed;
- Accountability, oversight, and integrity;
- Responsiveness to *Police Survey* feedback; and
- Turning all complaints and lapses in judgment into opportunities for improvement.

From the City's website:

The Cordova Police Department is committed to the protection of life and property of all citizens of Cordova, Alaska. The Cordova Police Department will strive to show fairness, compassion and excellence, and do so with respect and dignity to all persons. The officers and staff will provide police services utilizing training, technology and innovation to achieve that goal. The vision of the Cordova Police Department is for the department to be a progressive, forward-thinking organization with unquestioned integrity. A professional organization that will be a partner with the community to make Cordova the best place to live and raise a family.

Questions Council May Want to Think About for Future Discussion

- How does Council feel about taking a closer look at each department?
- Is taking a closer look at a single department a negative or positive?
- What department do we want to look at next?
- How do we get input from stakeholders?



AGENDA ITEM # 21
City Council Meeting Date: 3/17/21
CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff

DATE: 3/10/21

ITEM: Letter of Interest from USDA Forest Service for the “Forest Service Dock and Marine Warehouse”

NEXT STEP: Direct City Manager on Disposal and Disposal Method

☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE: Requested Actions: Direct City Manager on Disposal and Disposal Method

Applicant: USDA Forest Service

Legal Description: Portion of Lot 3, Block 7A, Tidewater Development Park

Area: Approx. 1,120 SF of tidelands

Zoning: None

Attachments: Location Map
Attachments A-G, identified in the Background Information timeline

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

“I move to dispose of a 1,120 square foot portion of tidelands on Lot 3, Block 7A, Tidewater Development Park over which there are improvements commonly referred to as the “Forest Service Dock and Marine Warehouse” as outlined in Cordova Municipal Code 5.22.060 B by *”

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with the Forest Service to lease or purchase the property.
2. Requesting sealed proposals to lease or purchase the property.
3. Inviting sealed bids to lease or purchase the property.
4. Offering the property for lease or purchase at public auction.

If council selects Option 1 above, council should provide direction during executive session for how to proceed.

III. FISCAL IMPACTS: These tidelands have been leased to the Forest Service with no annual rent since 1965. The Forest Service has indicated that they are willing to lease at fair market value in the future.

IV. BACKGROUND INFORMATION: The Forest Service has leased a 1,120 square foot portion of tidelands (see attached location map) in the Cordova Harbor. The improvements on the tidelands, the dock and warehouse, are owned by the Forest Service.

This property is currently shown as ‘Leased’ on the Land Disposal Maps. The following is the definition of the designation:

Leased – These are parcels currently leased to a business or government entity by the city and are not available during the lease term. There are leases that are short term and renew every two years and others are long term leases with substantial improvements on the property. Some leased property has an option to purchase. When a lease term ends, the property immediately becomes ‘Available.’

There have been no problems related to this lease; conditions of the lease have been met. There are planned improvements to the marine warehouse portion of the leased area in the near future. The Forest Service presence in the harbor has been noted in various harbor grants in order to demonstrate the diversity of harbor users. The Forest Service has submitted letters of support for harbor grants.

There has been some discussion about how this part of the harbor could be reconfigured in the future, but there is no concrete design as that would likely happen in conjunction with a large harbor infrastructure project. Staff anticipated that this would be a concern, which is why the second condition in Attachment C addressed future infrastructure projects. The Science Center’s lease for their office building expires in December 2021; however, they have already expressed the need to extend their lease an additional year.

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

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

5.22.060 - Methods of disposal.

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

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

1/31/19 – Forest Service submitted a letter (**Attachment A**) requesting a renewal of the lease. The 1965 lease (**Attachment B**) had a lease renewal clause that could be exercised at the option of the Forest Service and the city.

8/21/19 – City staff met with Forest Service staff and reviewed the renewal request and the lease with the

city attorney. City staff and attorney determined that it would not be possible to renew under the terms of the old lease as it was in conflict with city ordinances due to how limited the language and how old the lease was. In order to negotiate a new lease with the Forest Service, the Forest Service would need to go through the city's land disposal process. City staff sent the Forest Service a letter (**Attachment C**) explaining two conditions staff anticipated would be necessary for a new lease. The Forest Service indicated that their original letter requesting renewal of the lease would serve as the letter of interest for the land disposal process.

3/5/20 – At a Harbor Commission meeting, the commission passed Resolution 03-20-01 (**Attachment D**), which recommends a renegotiation of the lease for a five-year term.

3/12/20 – Shoreside Petroleum submitted a letter (**Attachment E**) to the City Manager indicating interest in the portion of the harbor leased by the Forest Service and Science Center facilities, and requesting the city only enter into short-term leases.

5/1/20 – Due to the lease expiration and the city's COVID-19 response, the city entered into a standstill agreement with the Forest Service to allow for more time for the land disposal process. The standstill agreement is a temporary agreement to preserve status quo under existing lease terms. It is set to expire on March 31, 2021.

1/14/21 – The Forest Service submitted a letter (**Attachment F**) requesting the city negotiate directly with the Forest Service.

1/19/21 – At the Planning Commission Regular Meeting, the commission recommended City Council negotiate directly with the Forest Service. Towards the end of the meeting, they reconsidered and referred the item to the Harbor Commission. From the approved minutes:

M/Bolin S/Hall to recommend to City Council to dispose of a 1,120 square foot portion of tidelands on Lot 3, Block 7A, Tidewater Development Park over which there are improvements commonly referred to as the "Forest Service Dock and Marine Warehouse" as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with the Forest Service to lease or purchase the property.

Bolin said the dock was vital to the Forest Service and has been there since 1965 and it is time to move forward with a new lease. **Hall** said the Forest Service owns the facilities and the city can't just kick them out. He agreed with at least a five-year lease timeline.

M/Hall S/Bolin to amend the motion by striking "or purchase."

Upon voice vote, motion to amend passed 4-2.

Yea: **Bolin, Lohse, Hall, Trumblee**

Nay: **Bird, Baenen**

Lohse said he thought they needed to renew the lease, but not for long-term. He wanted to see the city work with the Forest Service. He did think the lease amount was very low. **Baenen** verified with **Stavig** that the recommendation from the Harbor Commission was prior to Shoreside Petroleum sending a letter. A floating fuel dock would be a multi-million-dollar facility convenient for the fishermen. He wanted this to go back to the Harbor Commission. **Trumblee** agreed and said a fuel dock would bring money to the community.

Bird noted that looking at the timeline, the Forest Service did submit a letter well in advance of the lease expiring. She said the Harbor Commission could be involved with City Council as the process continued. She said a five-year lease seemed reasonable.

M/Baenen S/Lohse to refer this to the Harbor Commission to let them weigh in on the interest from Shoreside Petroleum to put in a floating fuel dock.

Lohse said there was the possibility of a large harbor infrastructure investment and wanted to hear from the Harbor Commission. **Hall** said that the current lease expires in March and verified with staff that they would likely have to look into extending the standstill agreement.

Upon voice vote, motion to refer failed 3-3.

Yea: **Baenen, Lohse, Trumblee**

Nay: **Bird, Bolin, Hall**

Bird said that the main motion does not specify a lease term. City Council can also request consultation of the Harbor Commission.

Upon voice vote, main motion passed 4-2.

Yea: **Bird, Bolin, Hall, Trumblee**

Nay: **Baenen, Lohse**

During Audience Comments, the commission reconsidered the motion that had passed and referred the issue to the Harbor Commission. From the approved minutes:

M/Trumblee S/Baenen to reconsider the motion that passed concerning the recommendation on the letter of interest from the USDA Forest Service.

Trumblee said she wanted to let the Harbor Commission see the letter from Shoreside. **Baenen** agreed. **Stavig** said that they would now vote again on the original motion with the recommendation to City Council.

Upon voice vote, main motion failed 3-3.

Yea: **Bird, Bolin, Hall**

Nay: **Baenen, Lohse, Trumblee**

M/Baenen S/Lohse to refer the agenda item to the Harbor Commission.

Bird clarified that the agenda item would be going to the Harbor Commission and then back to the Planning Commission for the recommendation. **Baenen** verified with staff that the letter from Shoreside had not been presented to the Harbor Commission.

Upon voice vote, motion to refer passed 4-1.

Yea: **Bird, Baenen, Lohse, Trumblee**

Nay: **Bolin**

2/10/21 – At the Harbor Commission Regular Meeting, the commission discussed the lease, but took no action.

3/3/21 – At the Harbor Commission Special Meeting, the commission passed Resolution 03-21-01 (**Attachment G**).

3/9/21 - At the Planning Commission Regular Meeting, the commission recommended City Council negotiate directly with the Forest Service. From the unapproved minutes:

M/Hall S/Bolin to recommend to City Council to dispose of a 1,120 square foot portion of tidelands on Lot 3, Block 7a, Tidewater Development Park over which there are improvements commonly referred to as the “Forest Service Dock and Marine Warehouse” as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with the Forest Service to lease or purchase the property.

Hall said they almost approved it before. The Harbor Commission put their concerns in a resolution that will move forward. The Forest Service submitted a letter of interest, and they only have five options: the four listed in code, or to deny disposing of it. Due to the improvements on the property, the only reasonable thing to do is direct negotiation. The City Manager knows what is going on since she was at the Harbor Commission meeting, and there are legal issues that haven’t been dealt with yet.

McGann said this was the only way forward. He appreciates Shoreside’s efforts, but thinks they are a ways out from that. The Forest Service has said they are willing to be flexible and pay fair market value. *Trumblee* said that she thought there was a way forward with all three: city, Forest Service, and Shoreside. *Lohse* said the Harbor Commission resolution was clear and it was interesting that this lease has been brought up several times in the past.

Upon voice vote, motion passed 6-0.

Yea: *Bird, McGann, Bolin, Lohse, Hall, Trumblee*

Absent: *Baenen*

VI. LEGAL ISSUES: Legal review of lease required.

Location Map



Attachment A



United States
Department of
Agriculture

Forest
Service

Cordova Ranger District

612 2nd Street
P.O. Box 280
Cordova, AK 99574

File Code: 7310
Date: January 31, 2019

Alan Lanning
Cordova City Manager
PO Box 1210
601 1st St
Cordova, Alaska 99574

Dear Cordova City Manager Lanning,

I would like to request a renewal of lease between the City of Cordova and USDA Forest Service for loading dock space and adjoining intertidal space currently occupied by the Cordova Ranger District in the Cordova Small Boat Harbor as described in the attached lease agreement. The Forest Service would like to exercise the option to renew for a period of 55 years under the terms and conditions identified in section #5 of the lease. This would include the continued operation and maintenance of the Forest Service owned marine warehouse and adjoining float and ramp facility.

Additionally, I would like to express appreciation for the ongoing mutual support between the Forest Service and the City of Cordova. This support includes: an MOU allowing the City use of the Cordova Ranger District office located on 2nd Street as an alternate Emergency Operations Center (EOC) during natural disasters such as an earthquake-generated tsunami; providing the Cordova community use of the historic federal courtroom as a public space for special events and meetings; and providing public safety through cooperation between Forest Service Law Enforcement officers and the City. We have also been proud to provide equipment and personnel to assist with a variety of annual community activities including Cordova Clean-up Day, Cordova Shorebird Festival, Cordova Community 4th of July celebration, and other public events.

Since the creation of the Chugach National Forest and Cordova Ranger District in 1907, the Forest Service and City have enjoyed a close partnership and collaborative relationship. We look forward to continuing our relationship and supporting Cordova along with managing surrounding public lands.

Sincerely,

DAVID ZASTROW
District Ranger (Acting)



Caring for the Land and Serving People

Printed on Recycled Paper



Attachment B

U. S. Standard Form 7 (Rev. 5-22-64)
Approved by the Secretary
May 6, 1935
2-193

LEASE

BETWEEN

CITY OF CORDOVA

AND

THE UNITED STATES OF AMERICA

1. THIS LEASE, made and entered into this thirty-first day of May
in the year one thousand nine hundred and sixty-five by and between
the City of Cordova
whose address is Box 938, Cordova, Alaska

for heirs, executors, administrators, successors, and assigns, hereinafter called
the Lessor, and THE UNITED STATES OF AMERICA, hereinafter called the Government;

WITNESSETH: The parties hereto for the considerations hereinafter mentioned covenant and
agree as follows:

2. The Lessor hereby leases to the Government the following-described premises, viz:
That part of the tidelands within the Cordova Small Boat Harbor, Alaska
Tidelands Survey No. 220, to be occupied by the westerly 28 feet of the
Loading Dock in the northwesterly part of said small boat harbor as shown
on the approved plans Q-5-4-48, entitled, U. S. Army Engineers District,
Alaska, City of Cordova, Inner Harbor Facilities Reconstruction, General
Layout, Sheet 1 of 5, a portion of which is hereto attached and hereby
made a part of this lease, containing 1,120 square feet, more or less; and
an adjoining space designated on said approved plan as VB-RWS (Forest Service-
Fish and Wildlife Service) Float and Gangway with dimensions of approximately
12 x 95 feet.

to be used exclusively for the following purposes (see instruction No. 3):

3. TO HAVE AND TO HOLD the said premises with their appurtenances for the term beginning
the first day of June 1965

and ending with
the thirty-first day of May 2020

5. This lease may, at the option of the Government, ~~be renewed from year to year at the option of the Lessor, be renewed for a period of 51 years under~~
~~and of the Lessor, be renewed for a period of 51 years under~~
~~and of the Lessor, be renewed for a period of 51 years under~~
the terms and conditions herein specified, provided notice be given in writing
to the Lessor at least one (1) year ~~days~~ before this lease ~~otherwise expire:~~
otherwise expire: ~~the term of this lease shall be for a period of 51 years and shall be renewed from year to year at the option of the Lessor, be renewed for a period of 51 years under~~
~~the term of this lease shall be for a period of 51 years and shall be renewed from year to year at the option of the Lessor, be renewed for a period of 51 years under~~

7. The Government shall pay the Lessor for the premises rent at the following rate:

[illegible]

9. The Lessor reserves the right at reasonable times to enter and inspect the premises, the Lessor reserves the right at reasonable times to enter and inspect the premises.

10. If the said premises be destroyed by fire or other casualty this lease shall immediately terminate and the lessor shall refund to the lessee the unexpired portion of the term of this lease. Notwithstanding to the extent that the lessor is not liable for destruction or damage to the premises by fire or other casualty, the lessor shall nevertheless be liable for destruction or damage to the premises by fire or other casualty to the extent that the lessor is not liable for destruction or damage to the premises by fire or other casualty.

11. No Member of or Delegate to Congress or Resident Commissioner shall be admitted to any share or part of this lease or to any benefit to arise therefrom. Nothing, however, herein contained shall be construed to extend to any incorporated company, if the lease be for the general benefit of such corporation or company.

12. The revisions, deletions, and additions to Paragraphs 1, 2, 3, 4, 5, 6, and 7, and the complete deletions of Paragraphs 8, 9, and 10, and the addition of Paragraph 13 on the attached sheet are hereby a part of this lease and were made prior to the execution of the lease by either party hereto.

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the date first above written.

In presence of:

/s/ Donna M. Sherby

City Clerk

(Address)

/s/ David Muma
City Manager

LEBBOT

UNITED STATES OF AMERICA,

By W. H. Johnson

Regional Forester, Region 10, Forest
Service, (Official title)
Department of Agriculture

(If Lessor is a corporation, the following certificate shall be executed by the secretary or assistant
secretary.)

I, Doane M. Sharby, certify that I am the City Clerk-Treasurer

Secretary of the corporation named as Lessor in the attached lease; that _____

Secretary of the corporation named as Lessor in the above lease, who signed said lease on behalf of the Lessor, was then
David Muma, who signed said lease was duly signed for an

David Muma
City Manager
in behalf of said corporation by authority of its governing body, and is within the scope of its corporate powers.

/s/ Donna M. Sherby _____ [CORPORATE SEAL]

(Sheet 3)

13. The Government shall have the right during the existence of this lease to erect a marine warehouse and such associated and related building facilities as may be needed; to erect additions, structures or signs, in or upon the premises leased, such buildings to be and remain the property of the Government and may be removed therefrom by the Government within a reasonable time after the termination of this lease or renewal thereof; to dispose of the buildings in place, in the event that use is discontinued by the Government, provided that if disposition of the buildings is to a party or parties other than the lessor, the buildings shall be removed from the premises within a reasonable period.



INSTRUCTIONS TO BE OBSERVED IN EXECUTING LEASE

1. This standard form of lease shall be used whenever the Government is the lessee of real property; except that when the total consideration does not exceed \$100 and the term of the lease does not exceed 1 year the use of this form is optional. In all cases where the rental to be paid exceeds \$2,000 per annum the annual rental shall not exceed 15 per centum of the fair market value of the rented premises at the date of lease. Alterations, improvements, and repairs of the rented premises by the Government shall not exceed 25 per centum of the amount of the rent for the first year of the rental term or for the rental term if less than 1 year.

2. The lease shall be dated and the full name and address of the lessor, clearly written in paragraph 1.

3. [REDACTED] and, in case of rooms, the floor and room number of each room given. The language inserted at the end of article 2 of the lease should specify only the general nature of the use, that is, "office quarters," "storage space," etc.

4. Whenever the lease is executed by an attorney, agent, or trustee on behalf of the lessor, two authenticated copies of his power of attorney, or other evidence to act on behalf of the lessor, shall accompany the lease.

5. When the lessor is a partnership, the names of the partners composing the firm shall be stated in the body of the lease. The lease shall be signed with the partnership name, followed by the name of the partner signing the same.

6. Where the lessor is a corporation, the lease shall be signed with the corporate name, followed by the signature and title of the officer or other person signing the lease on its behalf, duly attested, and, if requested by the Government, evidence of his authority so to act shall be furnished.

7. Under paragraph 6 of the lease insert necessary facilities to be furnished, such as heat, light, janitor service, etc.

8. There shall be no deviation from this form without prior authorization by the Director of Procurement, except--

(a) Paragraph 3 may be drafted to cover a monthly tenancy or other period less than a year.

(b) In paragraph 5, if a renewal for a specified period other than a year, or for a period optional with the Government is desired, the phrase "from year to year" shall be deleted and proper substitution made. If the right of renewal is not desired or cannot be secured paragraph 5 may be deleted.

(c) Paragraph 6 may be deleted if the owner is not to furnish additional facilities.

(d) If the premises are suitable without alterations, etc., paragraph 8 may be deleted.

(e) Paragraph 9 provides that the lessor shall, "unless herein specified to the contrary, maintain the said premises in good repair, etc." A modification or elimination of this requirement would not therefore be a deviation.

(f) In case the premises consist of unimproved land, paragraph 10 may be deleted.

(g) When executing leases covering premises in foreign countries, departure from the standard form is permissible to the extent necessary to conform to local laws, customs, or practices.

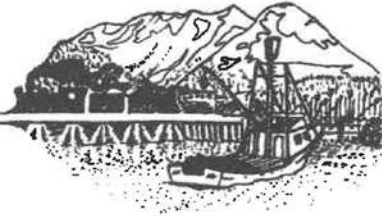
(h) Additional provisions, relating to the particular subject matter mutually agreed upon, may be inserted, if not in conflict with the standard provisions, including a mutual right to terminate the lease upon a stated number of days' notice, but to permit only the lessor so to terminate would be a deviation requiring approval as above provided.

9. When deletions or other alterations are permitted specific notation thereof shall be entered in the blank space following paragraph 11 before signing.

10. If the property leased is located in a State requiring the recording of leases in order to protect the tenant's rights, care should be taken to comply with all such statutory requirements.

Attachment C

CITY OF CORDOVA



August 21, 2019

Dave Zastrow
PO Box 280
Cordova, AK 99574

RE: Lease

Dave,

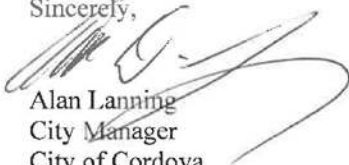
Thank you for meeting with city staff earlier this year to discuss the lease for the dock in the Cordova Harbor. As discussed, the city wanted to know if the Forest Service would still be interested in leasing the property with the following conditions:

1. The lease rate will be at fair market value of the tidelands. We have determined this amount to be an annual rental rate of \$1,014.00. This amount is based on the city assessor's valuation in the property tax files for square footage and the 6,000 square feet of the harbor impacted by the dock.
2. The lease will contain a provision which allows the lease to be renegotiated if there is a harbor infrastructure project which changes the configuration of the docks. The city would like the ability to work with the Forest Service on a different configuration and/or location so that a future harbor project would not be limited by working around the existing leased tidelands.

In order to begin the land disposal process, which would allow for the negotiation of a new lease, the city needs a letter of interest from the Forest Service which states that the Forest Service is interested in continuing to lease the property from the city.

Please contact me if you have any questions.

Sincerely,


Alan Lanning
City Manager
City of Cordova
PO Box 1210
Cordova, AK 99574

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

Attachment D

**CORDOVA HARBOR COMMISSION
CORDOVA, ALASKA
RESOLUTION 03-20-01**

A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA TO CORDOVA CITY COUNCIL, RECOMMENDING TO RENEGOTIATE THE USFS LEASE WITHIN THE NORTH HARBOR AT FAIR MARKET VALUE FOR A MAXIMUM TERM OF 5 YEARS.

WHEREAS, the current lease between the City of Cordova and the USFS was established in 1965 for 1 dollar, and expires on May 31, 2020,

WHEREAS, the current location of the USFS dock is blocking potential harbor expansion,

WHEREAS, the current Harbor Facilities Master Plan calls for expansion towards the USFS dock and the PWSSC,

WHEREAS, the USFS vessels could potentially share secure moorage with the Alaska State Trooper vessels at the Alaska State dock in the South side of the Cordova Harbor,

WHEREAS, the Cordova Harbor Commission previously passed a resolution December 9th, 2015 with the same wording, giving the USFS notice of the Harbor's intentions,

NOW THEREFORE BE IT RESOLVED, that the Harbor Commission of Cordova, Alaska, recommends to Cordova City Council that the USFS lease within the North Harbor be renegotiated for term of not more than 5 years at fair market value.

PASSED AND APPROVED ON THE 9TH DAY OF MARCH, 2020.


Chairman Jacob Betts


Tony Schinefla, Cordova Harbormaster

Attachment E



CORPORATE OFFICE
1813 E. 1st Avenue
Anchorage, AK 99501
PHONE (907) 344-4571
FAX (907) 561-3509
www.shoresidepetroleum.com

March 12, 2020

Helen Howarth
Cordova City Manager
PO Box 1210
Cordova, Alaska 99574

Dear Cordova City Manager Howarth,

As you are aware, Shoreside Petroleum Inc. has been part of the Cordova Harbor Expansion and improvement planning for the last several years. During the planning process Shoreside Petroleum Inc. has expressed interest in the installation of a Floating Fuel Dock Facility located within the Cordova Harbor. Shoreside Petroleum Inc. is interested in the lease or purchase of a portion of Lot 3, Block 7A, Tidewater Development Park. This may include all or portions of dock space, and waterfront currently leased by the US Forest Service and the Prince William Sound Science Center.

A Floating fuel dock facility located inside the Harbor is limited to very few locations. Shoreside Petroleum Inc. welcomes the opportunity to work with Harbor Development and the City of Cordova for the installation of a state-of-the-art facility.

At this time Shoreside Petroleum Inc. respectfully requests that the City of Cordova not enter into leases longer than one year until a long term plan can be developed.

Sincerely,

Terminal Manager

Cordova Terminal

Attachment F



United States
Department of
Agriculture

Forest
Service

Cordova Ranger District

612 2nd Street
P.O. Box 280
Cordova, AK 99574

File Code: 7310

Date: January 14, 2021

Helen Howarth
Cordova City Manager
PO Box 1210
601 1st St
Cordova, Alaska 99574

Dear City Manager,

I would like to request a renewal of the lease for the 1,120 square foot portion of tidelands on Lot 3, Block 7A, Tidewater Development Park currently occupied by the Cordova Ranger District described in the attached lease agreement. The Forest Service requests the City of Cordova exercise option #1 of the City's land disposal options in order to negotiate a new lease agreement between the Forest Service and the City of Cordova.

The Forest Service owns improvements on the property including a marine warehouse and adjoining float and ramp facility. Much of the work the Forest Service performs out of the Cordova Ranger District is reliant on the space that we lease at the Cordova Small Boat Harbor and is beneficial to the diversity of the Harbor and to the community. The Cordova Ranger District uses the dock to patrol the Prince William Sound, operate vessels for fishery and wildlife restoration and research, crew drop off and pick-ups, as well as recreation program operations to maintain public use cabins and trails. The Forest Service also allows other Federal agencies to operate out of this space in the summer. The dock allows the Forest Service to support agencies such as U.S. Coast Guard, USFWS and USGS, in their operations within Prince William Sound.

The Forest Service looks forward to continuing our long partnership with the City and hope to negotiate a long-term lease of this space at the fair market rate. The Forest Service is aware of the City's plan to perform renovations on the harbor and has been supportive to these efforts. The Forest Service has submitted letters of support for harbor grants and has been noted in various harbor grants in order to demonstrate the diversity of harbor users. The Forest Service would like to continue to be involved in the harbor renovation planning and have the opportunity to discuss options in the future.

In order to negotiate agreeable lease term and rate to both party I ask that the City exercise the first option in the land disposal process to begin negotiating a new lease agreement between the Forest Service and City of Cordova.

Sincerely,


STEVEN NAMITZ
District Ranger



Caring for the Land and Serving People

Printed on Recycled Paper:



Attachment G

**CORDOVA HARBOR COMMISSION
CORDOVA, ALASKA
RESOLUTION 03-21-01**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA
RECOMMENDING THAT CORDOVA CITY COUNCIL DIRECT STAFF TO RENEGOTIATE THE
USFS LEASE WITHIN THE NORTH HARBOR AT FAIR MARKET VALUE AND WITH A MAXIMUM
TERM OF 5 YEARS AND FLEXIBILITY OF THE LOCATION OF THE LEASE**

WHEREAS, the current lease between the City of Cordova and the USFS was established in 1965 for 1 dollar, expired on May 31, 2020 and the city and USFS currently have a standstill agreement in place and

WHEREAS, the Harbor Commission would like to see the property leased at fair market value to the USFS; and

WHEREAS, the current location of the USFS dock will impede certain harbor expansion; and

WHEREAS, the current Harbor Facilities Master Plan calls for expansion towards the USFS dock and the PWSSC; and

WHEREAS, the Cordova Harbor Commission previously passed a resolution on December 9th, 2015 and March 5th 2020 giving the USFS notice of the Harbor's intentions, and

WHEREAS, the Cordova Harbor Commission has identified multiple moorage options for the USFS vessels, including but not limited to, sharing moorage at State of Alaska dock at the South side of the harbor, and

WHEREAS, the Harbor Commission and Harbor and Port Department are constantly assessing and reassessing possibilities of reconfiguration and/or expansion of Harbor infrastructure; and

WHEREAS, the Harbor Commission and Harbor and Port Department is exploring future broader developments in the City Harbor and therefore, is requesting flexibility on the part of any current lessees within the harbor, such as the USFS; and

WHEREAS, discussions lately between City Staff and USFS Staff have been agreeable and both sides understand that the future may bring altered docks, floats and could even include establishment of ancillary businesses within the harbor boundaries and both are committed to revisit the lease if a need arises to change the term or change to a location that would be acceptable for the USFS needs; and

NOW, THEREFORE, BE IT RESOLVED, that the Harbor Commission of the City of Cordova, Alaska, recommends renegotiation of the USFS lease for fair market value and with a maximum term of 5 years and flexibility of the location of the lease.

PASSED AND APPROVED ON THE 3rd DAY OF MARCH, 2021.

Vice Chairman Andy Craig

Tony Schinella, Cordova Harbormaster



AGENDA ITEM # 22

City Council Meeting Date: 3/17/21

CITY COUNCIL COMMUNICATION FORM

FROM: Planning Staff

DATE: 3/10/21

ITEM: Letter of Interest from Dutch Marine Industries, LLC for a Portion of Tract 1A of the Ocean Dock Subdivision #2

NEXT STEP: Direct City Manager on Disposal and Disposal Method

 X MOTION

I. REQUEST OR ISSUE: This action item is contingent on City Council adoption of the 2021 Land Disposal Maps designating this area 'Available.' If this has not occurred then no action should be taken.

Requested Actions: Direct City Manager on Disposal and Disposal Method

Applicant: Dutch Marine Industries, LLC

Legal Description: Portion of Tract 1A, Ocean Dock Subdivision #2

Area: Area indicated in letter of interest = 60' x 100' = 6,000 SF

Zoning: Waterfront Industrial

Attachments: Location Map
Letter of Interest

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

"I move to dispose of a portion of Tract 1A, Ocean Dock Subdivision #2 as outlined in Cordova Municipal Code 5.22.060 B by *"

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with Dutch Marine Industries, LLC to lease or purchase the property.
2. Requesting sealed proposals to lease or purchase the property.
3. Inviting sealed bids to lease or purchase the property.
4. Offering the property for lease or purchase at public auction.

If council selects Option 1 above, council should provide direction during executive session for how to proceed.

III. FISCAL IMPACTS: Lease could generate revenue for the city.

IV. BACKGROUND INFORMATION: Dutch Marine Industries, LLC (DMI) has submitted a letter of interest for a portion of Tract 1A of the Ocean Dock Subdivision #2. They are requesting an area around 60'x100'. DMI attended a recent Harbor Commission meeting to share their plans, which is partially why the commission recommended the 'Available' area be located in a different portion of the shipyard.

The lot is currently used for outdoor boat storage and boat haul outs which are managed by the Harbor Department.

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

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

5.22.060 - Methods of disposal.

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

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

3/9/21 - At the Planning Commission Regular Meeting, the commission recommended City Council negotiate directly with the Forest Service. From the unapproved minutes:

M/Bolin S/McGann to recommend to City Council to dispose of a portion of Tract 1A, Ocean Dock Subdivision #2 as outlined in Cordova Municipal Code 5.22.060 B by negotiating an agreement with Dutch Marine Industries, LLC to lease or purchase the property.

Bolin said that it was good for the town. Part of the Comprehensive Plan was about industry like this which supports the fleet. The Harbor Commission was on board with this as well. **McGann** said they will have a chance to look at it with the Site Plan Review; they don't want another disaster like there was in the past. Lohse thought it was a great use of the area, and had the same concerns. **Hall** thought it was a great use of the area. **Trumblee** was in support; her only concern was whether it could structurally withstand the weather in the area.

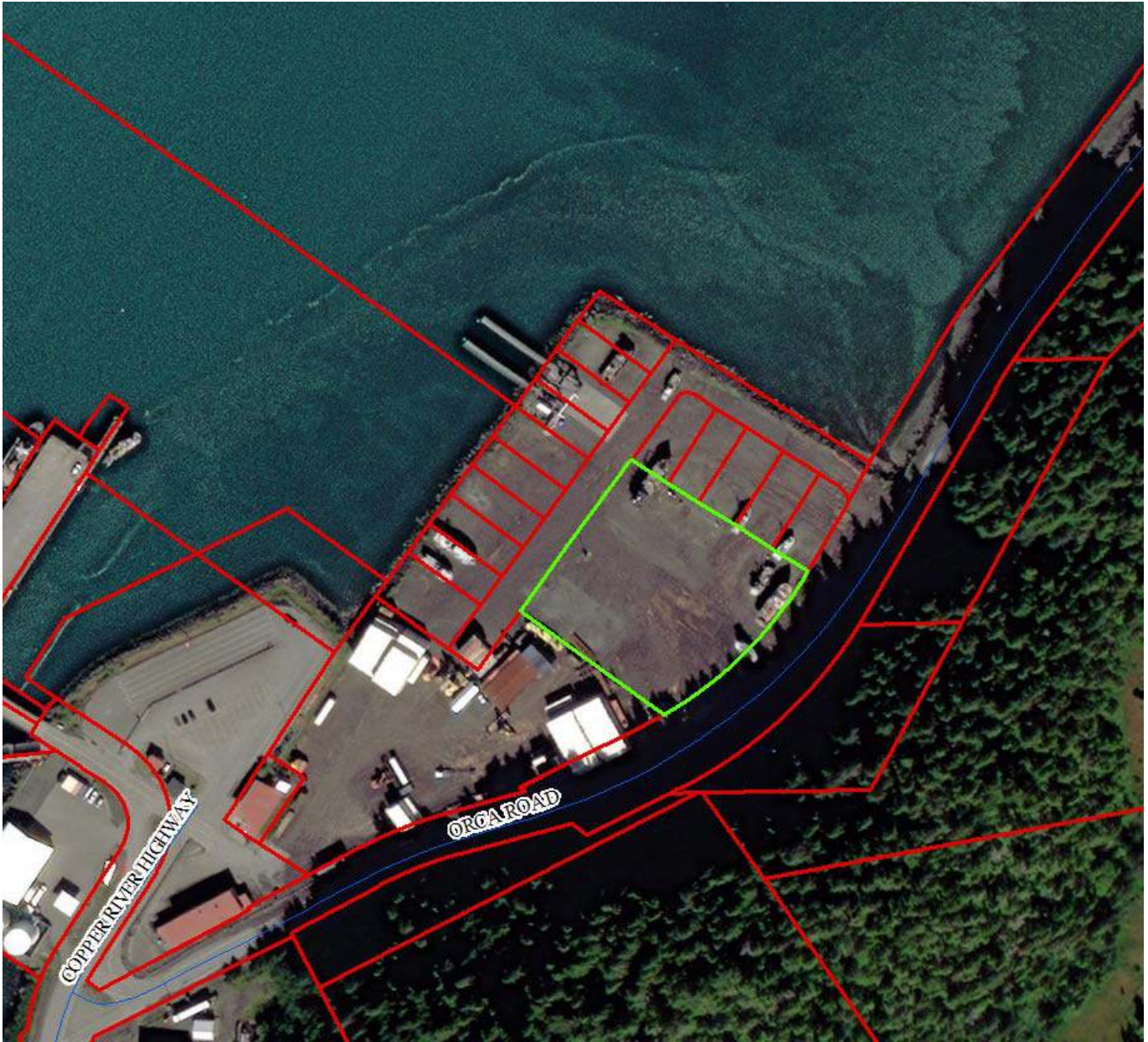
Upon voice vote, motion passed 6-0.

Yea: **Bird, McGann, Bolin, Lohse, Hall, Trumblee**

Absent: **Baenen**

VI. LEGAL ISSUES: Legal review of lease required.

Location Map

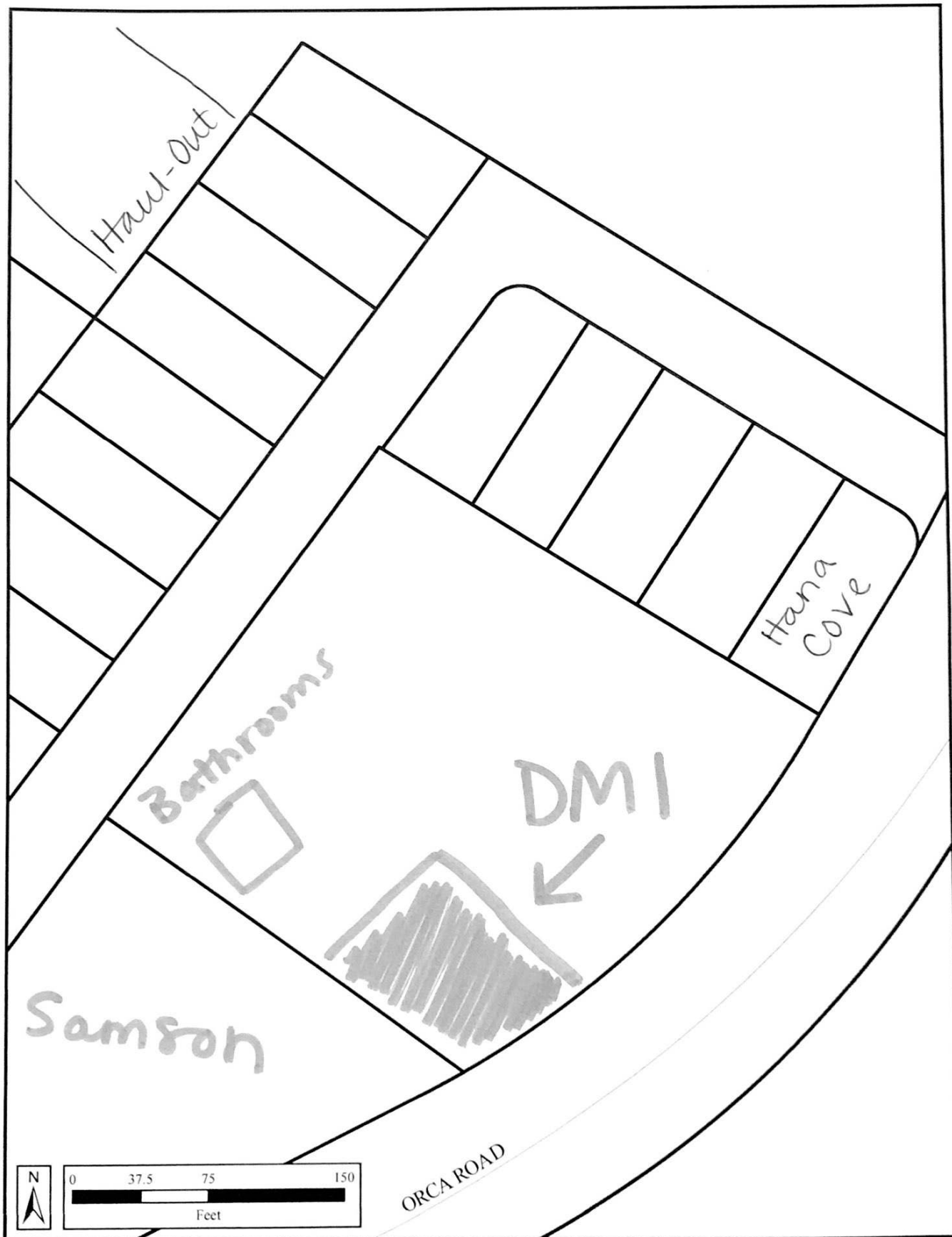


2/24/2021

ATTN City Manager (Helen Howarth):

Interested Party: Dutch Marine Industries, LLC
Address: PO Box 1784, Cordova AK, 99574

Dutch Marine Industries, LLC is interested in negotiating a **land lease** with the City in the Shipyard. DMI needs a location in the yard that is protected from the harsh weather in Cordova. We have had non-stop projects going down there since we started our business, and have many more lined up that need this shelter available. Our work is seriously hindered by the fact that we have no enclosed, indoor space to work on seine boats and vessels of that size. The land will be used to set up a semi-permanent structure that will be able to house up to 2 seine boats. We want to utilize the convenience and cost effectiveness of building with shipping containers, and are fully confident in our structural plans to ensure the building is solid and strong. We are currently renting short-term space for our storage conexes in the shipyard, and are hoping to find a more long-term lease agreement with the City for more space (**around 60ft x 100ft**) so our business can continue to grow, service the fishing fleet and employ numerous Cordovans.





City Council of the City of Cordova, Alaska

Pending Agenda March 17, 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) City impound lot - best place for this-referred at 3/3/21 mtg; staff to bring back April 2021	3/3/2021
	5) RFP for City Assessor - to discuss at 2021 budget prep	9/16/2020
	6) City addressing - Manager to report back with a recommendation after January 2021	11/4/2020
	7) Public Safety Resources - discussion	1/20/2021

B.	Resolutions, Ordinances, other items that have been referred to staff	date referred
	1) Council direction regarding impound lot RFP - referred for more info - should be back in April 2021	3/3/2021
	2) Res 12-20-45 requesting the State adopts and enforces quarantine and isolation procedures	12/16/2020
	3) Disposal of ASLS 79-258 - motion to put out for proposals was referred to staff after an e.s.	9/16/2020
	4) Res 05-20-18 re CCMC sale committee	5/6/2020
	5) Res 10-19-42 approving contract for federal lobbyist	10/2/2019
	6) Res 12-18-36 re E-911, will be back when a plan has been made	12/19/2018

C.	Upcoming Meetings, agenda items and/or events: with specific dates			
1) Capital Priorities List and Resolution to come before Council quarterly (included here)				
	6/2/2021	9/15/2021	12/1/2021	3/2/2022
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 4/21/2021		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 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 March 17, 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) |
- 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 |
| reauthotrization 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**
- | | | |
|----------------------|-------------------------|------------------------------|
| 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 | |

**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:

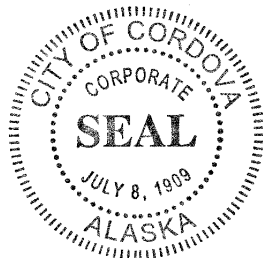
1. Port and Harbor Renovations
 - a. South Harbor replacement (G, H & J floats priority)
 - b. Harbor basin expansion
 - c. General upgrades (north harbor sidewalks, waste oil building, harbor crane)
2. Upgrade Community Water Supply
3. Large Vessel Maintenance Facility
 - a. Shipyard building
 - b. 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. Koplin, Mayor

ATTEST:


Susan Bourgeois, CMC, City Clerk

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

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

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 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 6:00 Joint Wksn w School Board 7:00 Council reg mtg CCAB	22  Earth Day	23	24
25	26	27	28 6:00 CEC Board Meeting	29 6:00 CCMCAB HCR	30	1
2	3	4 6:00 P&R CCM	5	6	7	8

Notes

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

Mayor and City Council - Elected

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

elected by cncl

Cordova School District School Board - Elected

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

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 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