

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

April 7, 2021

**National
Walking Day**

A. Call to order

B. Invocation and pledge of allegiance

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

C. Roll call

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

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

E. Disclosures of Conflicts of Interest and Ex Parte Communications

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

F. Communications by and Petitions from Visitors

1. Guest Speakers

a. Incident Management Team, COVID-19 Update

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

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

4. Student Council Representative Report

G. Approval of Consent Calendar

5. Resolution 04-21-15..... (page 1)

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

6. Council action to waive right to protest renewal of liquor licenses #40 and #41..... (page 9)
(beverage dispensary and package store) for Alaskan Hotel & Bar

7. Minutes of the 01-20-21 Council Regular Meeting..... (page 12)

8. Minutes of the 02-03-21 Council Regular Meeting..... (page 16)

9. Minutes of the 02-17-21 Council Regular Meeting..... (page 19)

10. Minutes of the 03-03-21 Council Public Hearing..... (page 22)

11. Minutes of the 03-03-21 Council Regular Meeting..... (page 23)

12. Minutes of the 03-17-21 Council Regular Meeting..... (page 26)

13. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of the following: Council member Anne Schaefer from the March 3, 2021 Regular Meeting

H. Approval of Minutes – in consent calendar

I. Consideration of Bids – none

J. Reports of Officers

14. Mayor's Report..... (page 30)

15. City Manager's Report
16. City Clerk's Report..... (page 31)

K. Correspondence

17. March 17, 2021 letter from **M. Hicks** regarding March 17, 2021 packet agenda item..... (page 34)
18. March 17, 2021 **Mayor** letter to Senate Finance regarding FY22 State budget..... (page 43)
19. March 31, 2021 letter from **M. Bishop** regarding "News from City Hall" use..... (page 45)

L. Ordinances and Resolutions

20. Ordinance 1195..... (voice vote)(page 46)
An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code chapter 3.10 "conflicts of interest" to update conflict of interest declaration processes, incorporate the common law "rule of necessity" that permits conflicted officials to vote when necessary, and defining substantial financial interests and official actions and amending CMC chapter 18.90 "Historic Preservation Commission" and CMC chapter 3.52 "Advisory Parks and Recreation Commission" to streamline conflict of interest commission requirements and update formatting and language - 1st reading
21. Resolution 04-21-16..... (voice vote)(page 58)
A resolution of the Council of the City of Cordova, Alaska supporting development of an aviation history museum in Cordova, Alaska

M. Unfinished Business

22. Council direction to staff regarding Impound Lot..... (voice vote)(page 59)

N. New & Miscellaneous Business

23. Council election of a Vice Mayor..... (voice or roll call vote)(page 69)
24. Discussion of COVID-19 Emergency Response
25. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 71)

O. Audience Participation

P. Council Comments

Q. Executive Session

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

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

R. Adjournment

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

Executive Sessions per Cordova Municipal Code 3.14.030

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

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AGENDA ITEM # 5
City Council Meeting Date: 4/7/21
CITY COUNCIL COMMUNICATION FORM

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

Ordinance
Resolution

Motion
Information

I. REQUEST OR ISSUE:

Requested Actions: Final Plat Approval
Applicant: Beth Pirtle
Owner: Beth Pirtle/Estate of Elizabeth Pettingill
Address: CRH MI 6.5 EYAK DR
Zoning: Unrestricted
Attachments: Location Map of unsubdivided property
Final Plat
Correspondence

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

“I move to approve Resolution 04-21-15.”

III. BACKGROUND INFORMATION: This plat creates 11 new lots by subdividing one large parcel.

All property owners within 300 feet of the subdivision were informed of the subdivision and the public hearing held on 3/9/21. Staff received two letters of correspondence which are attached.

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 – At the Planning Commission Regular Meeting, the commission discussed and referred the final plat back to staff. From the unapproved minutes:

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

McGann said there was two correspondences he hasn't had the chance to digest. He is not familiar with this area and wanted to do a site visit as they have done it in the past. **Hall** said that the plat meets City Code. Since there are not any dedications of city right of ways, the city doesn't have the ability to control construction of roads in the subdivision. The private property owner would have to obtain all of the required permits. The original subdivision happened when the area was outside city boundaries.

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

- Verify what monuments were recovered (none shown). Also verify what monuments are/will be set.
- Update Legend.
- Verify that a rebar with a 2" cap is a "Primary" monument. Change "Typical Primary Monument" to "Typical Monument Set"
- Add existing adjoining easement information. See Plat 80-1.
- Add PO Box number to owner info.
- Add two lines in title block.
- Revise "Cordova City" to "City of Cordova."

Hall said that this area was in the Unrestricted District, so there is little the city can require. **Bird** said that it sounds like everyone is in agreement for a site visit. Perhaps they can look at options that allow the property owner to develop that doesn't hurt other private property and is sensitive to the environment.

Stavig said that he did want to keep the approval moving forward, as someone did submit an application and the commission needed to deal with the matter timely to get it to the City Council. **Stavig** said a site visit would be more of an observational time versus a discussion on site, due to open meetings requirements.

M/McGann S/Bolin to refer the item back to staff.

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

Absent: **Baenen**

3/9/21 – At the Planning Commission Special Meeting, the commission recommended the City Council approve the final plat. From the unapproved minutes:

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

Stavig said that when he received the application for the subdivision, he did a site visit from all sides of the property, but ultimately the aerial photo was really the best way to look at the

property. The subdivision isn't creating a road to become a city road; it is a subdivision of lots which may cause future development.

Stavig said the plat contains notes for the flood hazard area, the water and sewer, wetlands, and Fish and Game. This is a classic planning issue where the subdivision of land is the first step in a longer process. With all of the proper permits, the area could be developed without a subdivision. **Trumblee** asked why the note said that an Army Corp permit "may" be required. **Stavig** said he can't make that determination. **Hall** said that it is a big area and there may be places that will require a permit, and there may be areas that may not. **Stavig** said that any development will have to follow all local, state, and federal laws; he cannot speak to other agency requirements. A useful comparison would be out Whitshed Road past city limits, which has been subdivided extensively with right of ways and individual lots. Property owners must abide by all permitting requirements and regulations in order to develop their property.

Lohse said that as far as development concerns go, since the property is currently private property, they could develop the property right now. **McGann** said if there was going to be a city road, it would have to meet city requirements and would go through a different process, but that is not the case. **Hall** said some of the property is shown as anadromous on the Fish and Game map, and may require a permit. He said that State DOT does not like lots of driveways on the highway, and any work within their right of way would require a permit.

Bird said she was concerned about drainage and traffic, but she didn't see any reason to not approve the subdivision and she hopes that the property is developed in a way that addresses the concerns.

Upon voice vote, motion passed 5-0.

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

Absent: **Baenen, Bolin**

IV. LEGAL ISSUES: No legal review required.

**CITY OF CORDOVA, ALASKA
RESOLUTION 04-21-15**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
APPROVING THE FINAL PLAT FOR PETTINGILL 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 Pettingill Subdivision; and

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

WHEREAS, the proposed subdivision is zoned Unrestricted.

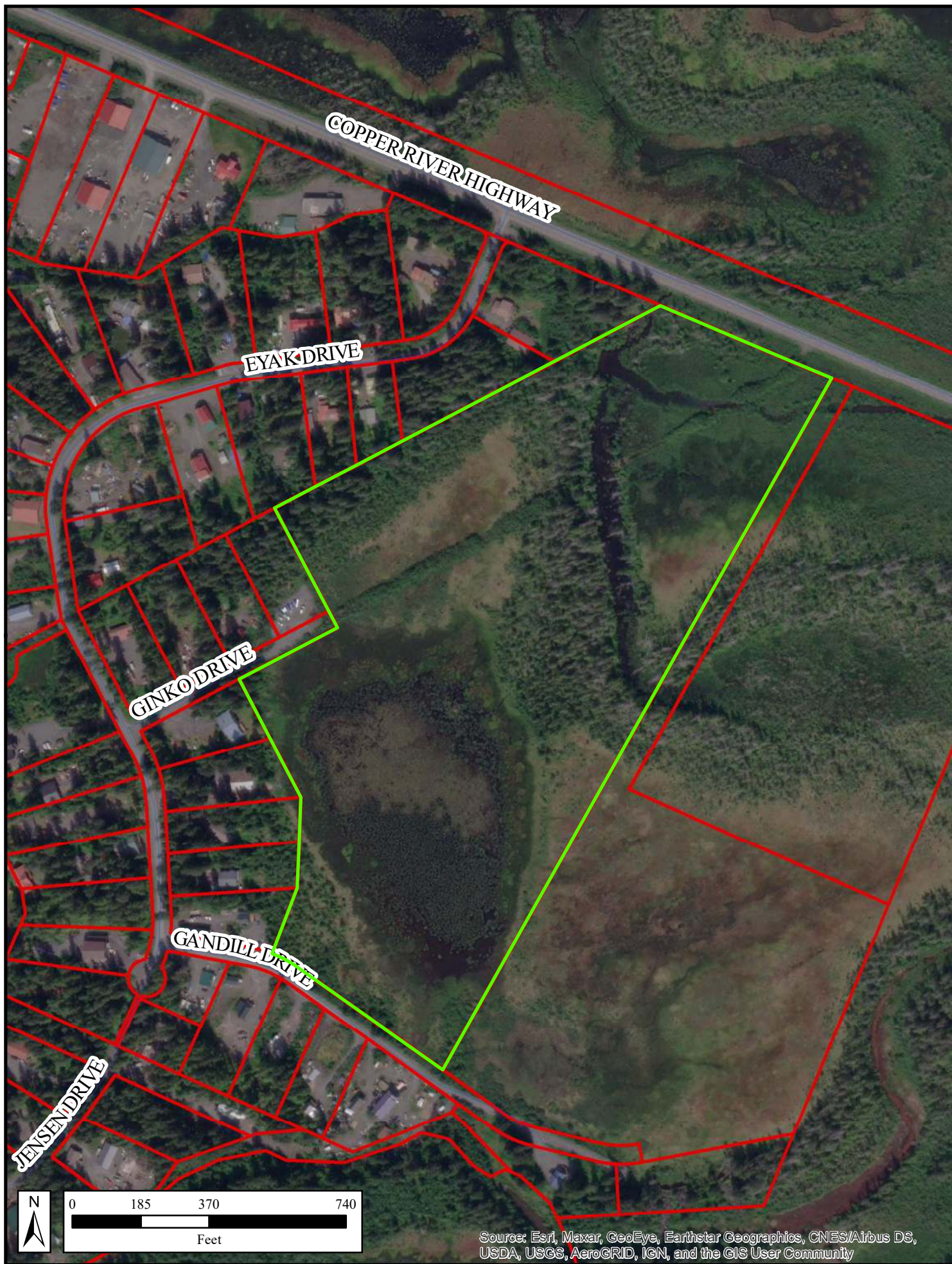
NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Cordova, Alaska hereby approves the final plat for Pettingill Subdivision effective the date this resolution is adopted. The form and content of the plat now before this meeting is in all respects authorized, approved and confirmed by 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.

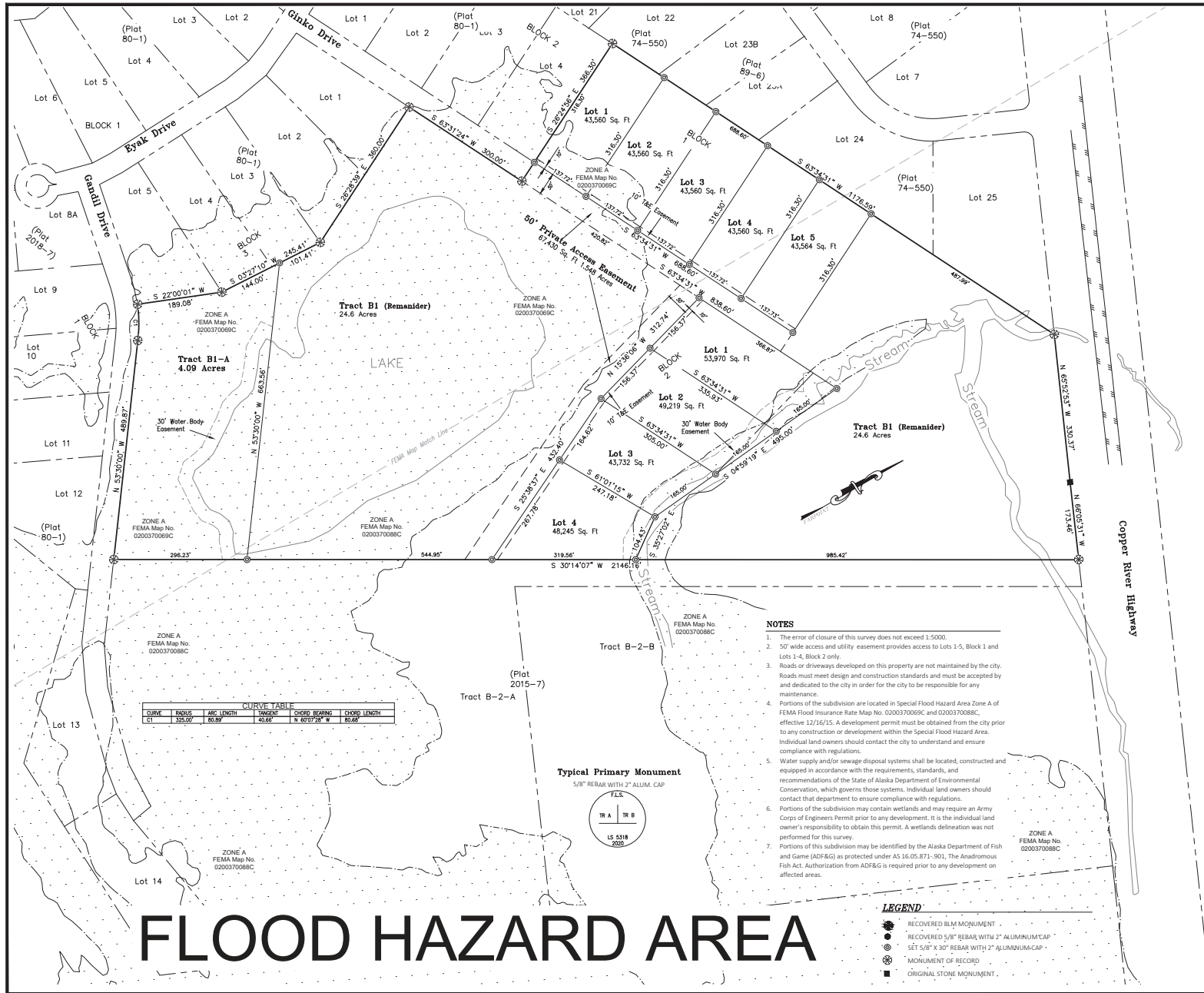
PASSED AND APPROVED THIS 7th DAY OF APRIL 2021.

Attest:

Clay R. Koplin, Mayor

Susan Bourgeois, CMC, City Clerk





OWNERSHIP DEDICATION

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

Beth Pirle _____ 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 _____

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 _____

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 _____

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 herein actually exist as described, and that all dimensions and other details are correct.

VICINITY MAP SCALE: 1" = 1 MILE

THIS SURVEY

FINAL PLAT OF
Pettingill Subdivision
A Subdivision of
Tract B-1, Pebo Subdivision, Plat No. 2010-4,
Creating Lots 1-5, Block 1, Lots 1-4, Block 2,
Tract B1-A, and Tract B-1 (Remainder)
Cordova Recording District, Located Within
SECTION 32, TOWNSHIP 33 SOUTH, RANGE 2 WEST, Copper River Meridian, Alaska.
Containing 38.74 acres more or less.

Farpoint Land Services, LLC
SURVEYING, PLATTING, LAND PLANNING, GIS
1131 E. 7th Ave., Suite 101 Anchorage, Alaska 99516
FarpointAL.com (907) 522-7770 survey@farpointak.com

Drawn: JLA	Date: Feb. 23, 2021	Field BK/Pg: N/A	WO#: 20140
Checked: MHR	Scale: 1"=200'	Sheet: 1 of 1	Grid: N/A
			Case No. N/A

From: wolfgang <whagmuller@ctcak.net>
Sent: Saturday, March 6, 2021 10:04 AM
To: Leif Stavig
Subject: Pettingill Subdivision

To The City Planner and Planning Commission

The area under discussion used to be protected wet lands and Fish and Game designated it, after testing, as fish rearing area for smolt. The pond used to be larger before people started draining it. Years ago Mr. Borer wanted to fill in the area and built a road across. He had to stop because of lack of a Core of Engineers Permit and the objections of Fish and Game, and make cuts in the road so it would not interfere with the flow of water, as it worked as a dam and the water was higher on the side opposite the pond.

There is no drainage provided in the Eyak subdivision and when we get heavy rains, as we periodically do, many areas flood. After Mr. Borer built the road/dyke, the water came up to our house and my well was nearly three feet under water and drowned my pump. In the meantime the City has raised the road bed by several feet and my house, that used to be on a high point in this area, has its base below the road. This forces the water on our side of the road to drain only to the pond, which works as a buffer for the water. All the creeks, except the one by the road, have been filled in over time and there is no place for water to go. Everyone here has wells and septic tanks with drain-fields that all get affected by high water. Please consider what further filling in of the wetlands around us will do. As I mentioned before, there is no planning out here as far as drainage is concerned and only banks enforce sewer, when someone needs a loan. When we moved out here in 1981 there were less than 1/3 of the houses. It might be advisable to check if there is even a Core of Engineer Permit at hand and to see what Fish and Wildlife think of the plan.

Thank you for your consideration,

Wolfgang Hagmuller.

Elke Hagmuller

Brent & Joan Songer
PO Box 1019
Cordova, Alaska 99574

City of Cordova
Cordova Planning Commission
PO Box 1210
Cordova, Alaska 99574

March 5, 2021

To Whom It May Concern:

We were the second family to move into the Mile 6.5 subdivision in 1974. We lived in a trailer for 5 years while we built our home. We put in a shallow well, about 18 feet deep, and have had good water throughout the years until Dick Borer put in Gingko Drive. This changed the entire ecosystem in this area and our water was orange and foul tasting.

Many people in the Mile 6.5 area have shallow wells. Many have filtration systems that help alleviate the water discoloration and taste. When Gingko Drive was constructed these filtration systems had little affect.

When Gingko Drive construction was terminated (due to lack of proper permitting), and partially removed, the water returned to its previous state and we have had no problems since.

Our concerns are that without proper drainage ie culverts, to allow the water to flow naturally, we will once again have foul drinking water in this area.

Another concern is with another nine lots being developed will cause increased traffic on Eyak Drive. Currently people ignore the 15 mph speed limit and the police do not enforce it. So, we would like to see Gingko Drive extended out to the Copper River Highway with proper culverts to allow drainage so this does not affect the natural ecosystem, and alleviate more traffic in the area.

Thank you for your consideration in this matter.

Sincerely,



Brent Songer



Joan Songer



AGENDA ITEM 6
City Council Meeting Date: 04/07/2021
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 03/16/2021
ITEM: Council option to protest renewal of Liquor Licenses #61 and #62, beverage dispensary and package store
NEXT STEP: Motion to waive protest via approval of consent calendar

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

- I. **REQUEST OR ISSUE:** Cordova businesses, Anchor Bar & Grill and Anchor Liquor Store have applied for Liquor License Renewals (beverage dispensary and package store) with the State through the AMCO (Alcohol and Marijuana Control Office).
- II. **RECOMMENDED ACTION / NEXT STEP:** Council action to waive right to protest the renewal.
- III. **FISCAL IMPACTS:** none, staff sees no reason to protest see background
- IV. **BACKGROUND INFORMATION:** Finance Management Assistant Barb Webber and City Clerk Susan Bourgeois have determined this business to be current in all financial obligations to the City. Police Chief Nate Taylor has no public safety concerns about this business.
- V. **LEGAL ISSUES:** The local governing body's right to protest is defined in AS 04.11.480, attached.
- VI. **SUMMARY AND ALTERNATIVES:** Council approval of the consent calendar would constitute approval of this motion:
Council motion to waive it's right to protest the renewal of liquor licenses #60 & #61, Anchor Bar & Grill and Anchor Liquor Store, Beverage Dispensary and Package Store.



March 5, 2021

City of Cordova

Via Email: cityclerk@cityofcordova.net

Re: Notice of Liquor License Renewal Application

License Numb	DBA	Type	City	Borough	Community Council
61	Anchor Bar & Grill	Beverage Dispensary	Cordova	Unorganized Borough	NONE
62	Anchor Liquor Store	Package Store	Cordova	Unorganized Borough	NONE

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

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

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

Sincerely,

Glen Klinkhart, Director

amco.localgovernmentonly@alaska.gov

reasons for the objection. The board shall consider the objections and testimony received at a hearing conducted under [AS 04.11.510\(b\)\(2\)](#) when it considers the application. An objection and the record of a hearing conducted under [AS 04.11.510\(b\)\(2\)](#) shall be retained as part of the board's permanent record of its review of the application.

Sec. 04.11.480. Protest.

(a) A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license by sending the board and the applicant a protest and the reasons for the protest within 60 days of receipt from the board of notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and in no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer. The local governing body may protest the continued operation of a license during the second year of the biennial license period by sending the board and the licensee a protest and the reasons for the protest by January 31 of the second year of the license. The procedures for action on a protest of continued operation of a license are the same as the procedures for action on a protest of a renewal application. The board shall consider a protest and testimony received at a hearing conducted under [AS 04.11.510\(b\)\(2\)](#) or (4) when it considers the application or continued operation, and the protest and the record of the hearing conducted under [AS 04.11.510\(b\)\(2\)](#) or (4) shall be kept as part of the board's permanent record of its review. If an application or continued operation is protested, the board shall deny the application or continued operation unless the board finds that the protest is arbitrary, capricious, and unreasonable.

(b) If the permanent residents residing outside of but within two miles of an incorporated city or an established village wish to protest the issuance, renewal, or transfer of a license within the city or village, they shall file with the board a petition meeting the requirements of [AS 04.11.510\(b\)\(3\)](#) requesting a public hearing within 30 days of the posting of notice required under [AS 04.11.310](#), or by December 31 of the year application is made for renewal of a license. The board shall consider testimony received at a hearing conducted under [AS 04.11.510\(b\)\(3\)](#) when it considers the application, and the record of a hearing conducted under [AS 04.11.510\(b\)\(3\)](#) shall be retained as part of the board's permanent record of its review of the application.

(c) A local governing body may recommend that a license be issued, renewed, relocated, or transferred with conditions. The board shall consider recommended conditions and testimony received at a hearing conducted under [AS 04.11.510\(b\)\(2\)](#) or (4) when it considers the application or continued operation, and the recommended conditions and the record of the hearing conducted under [AS 04.11.510\(b\)\(2\)](#) or (4) shall be kept as part of the board's permanent record of its review. If the local governing body recommends conditions, the board shall impose the recommended conditions unless the board finds that the recommended conditions are arbitrary, capricious, or unreasonable. If a condition recommended by a local governing body is imposed on a licensee, the local governing body shall assume responsibility for monitoring compliance with the condition, except as otherwise provided by the board.

(d) In addition to the right to protest under (a) of this section, a local governing body may notify the board that the local governing body has determined that a licensee has violated a provision of this title or a condition imposed on the licensee by the board. Unless the board finds that the local governing body's determination is arbitrary, capricious, or unreasonable, the board shall prepare the determination as an accusation against the licensee under [AS 44.62.360](#) and conduct proceedings to resolve the matter as described under [AS 04.11.510\(c\)](#).

**Regular City Council Meeting
January 20, 2021 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order

Mayor Clay Koplin called the Council regular meeting to order at 7:00 pm on January 20, 2021, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplin led the audience in the Pledge of Allegiance and then he asked for a moment to recognize and remember **Dan** and **Sarah Reum** who passed away recently and were active and involved citizens in Cordova.

C. Roll call

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

D. Approval of Regular Agenda

M/Bailer S/Allison to approve the agenda.

Mayor Koplin noted that **Dr. Sanders** will be calling in during the Covid-19 update to discuss vaccinations. A clerical correction on item 7 in the consent calendar should be a contract is with Kendall Ford.

Hearing no objection, the motion was approved.

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

F. Communications by and Petitions from Visitors

1. Guest speaker

a. Covid-19 update - State of AK DHSS representatives to present

CCMCA CEO, **Dr. Hannah Sanders** reported via teleconference: 1) currently we have 10 active cases, our cases seem to be well-contained, Cordova is doing an excellent job; 2) today they did a large scale vaccination clinic - they had received 100 doses of the Pfizer vaccine and were able to get 111 vaccinated today and will do 5 more tomorrow - Cordovans are anxious to receive the vaccine - we appreciate the State's help with this rollout. **Dr. Sanders** also said we moved our alert level from 4 to 3.

State of AK DHSS representatives to present **Dr. Anne Zink**, **Tessa Walker-Linderman** reported via teleconference. **Dr. Anne Zink** said that as of today Alaska moved into first place as the most vaccinated per capita. Moderna is 28 days between doses, Pfizer is 21 days between doses - it is important to get second dose in same place as first dose. Alaska is third lowest per capita number of cases which is helping us get the vaccine out so well.

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions - Dr. Sanders reported that they are closing out 2020. She continues to encourage the community to utilize services at CCMC because of how important it is to the community.

4. Student Council representative - none.

G. Approval of Consent Calendar

~~5. Resolution 01-21-01 A resolution of the Council of the City of Cordova, Alaska, retroactively approving Emergency Order 2020-10, thereby continuing the City's declaration of a local emergency arising from Covid-19 was set aside and moved to item 19a on the regular agenda.~~

6. Resolution 01-21-03 A resolution of the Council of the City of Cordova, Alaska, adopting an alternative allocation method for the FY21 shared fisheries business tax program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 15: Prince William Sound

7. Direction to Manager to contract with Kendall Ford for a Ford F-250

8. Minutes of the 12-16-2020 Council Public Meeting

9. Minutes of the 12-16-2020 Council Regular Meeting

Council member **Allison** pulled item 5 and it was placed as item 19a.

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

H. Approval of Minutes – in Consent Calendar

I. Consideration of Bids - in Consent Calendar

J. Reports of Officers

10. Mayor's Report – **Mayor Koplin** referred to his written report: 1) State of Alaska Tier 1 Harbor Match Program; 2) Covid-19; 3) AMHS Service.

11. Manager's Report - City Manager **Helen Howarth** reported: 1) Personnel changes: **Cindy Appleton** retired from her HR position, **Ken Fay** will be leaving as finance director and **Susie Herschleb** will be moving and leaving her parks & rec director position. **Nate Taylor** has been finalized as Chief of Police as of January 1st; 2) Deadline for expenditures of the CARES Act funding is extended to December 31, 2021. We have fully expended the CARES funds and are now pursuing FEMA funding for eligible expenses in 2020; 3) Session has started in the Legislature. **John Bitney** is on contract as lobbyist for the Harbor project which is a priority for staff. We are actively looking for funding and strengthening our BUILD grant application in hopes to prevail this year. 4) Cash Cards have been a real boon for the community. We have been getting reports every week from businesses that have really benefited from them. One business stated that they had double their sales from any previous record month.

12. City Clerk's Report – **Hammer** reported that the city assessor was in town working on the 2021 assessments. Leases, building permits and rechecks were reviewed and there are no community wide increases.

13. Department Quarterly Reports:

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

Council questions/comments: **Sherman** thanked staff for the useful reports and was interested in seeing a graph showing the number of harbor lifts. She was impressed with the Library's circulation numbers and applauded **June James** for her victim advocate training. **Glaser** asked about hoist for the 3-stage dock – he thought the Marketing Association offered to get us one. **Howarth** stated that they have asked us to apply for that – send a written request for funding to them and that is in the works. **Meyer** also appreciated the quarterly reports and like the Library's timeline and thought they used their downtime productively.

K. Correspondence

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

L. Ordinances and Resolutions

17. Ordinance 1193 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code 3.12.020 to clarify cancellation procedures of Regular Council Meetings – 1st reading

M/Allison S/Bailer to approve Ordinance 1193 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code 3.12.020 to clarify cancellation procedures of Regular Council Meetings

Allison said he brought up to the Clerk that when the first meeting in January had been canceled, it shouldn't have been based on existing code that says we can cancel the second meeting but only at the first meeting. He said we should follow our code or if not then we should change it. His belief is that the reason for that is so that the public can rely on the fact that there will always be a Council meeting on the first Wednesday of the month. He is of the opinion that we should meet the first Wednesday of every month even if it is a short meeting and there is not much on the agenda. **Bailer** agreed with what **Allison** said and added that he thinks only Council should cancel their own meetings not their employee. He couldn't believe this was even written in a way that this would be left to the Mayor and Manager – he said there's no way – he certainly won't support this. **Meyer** said she is conflicted; she likes the idea of that it can be either the first meeting or the second meeting that get canceled – but some of the points made before her are valid. **Mayor Koplin** asked if it does go forward then she'd maybe be more interested if it is amended as to who makes the decision. **Meyer** agreed. **Sherman** said she agrees with having the first meeting of the month as far as planning travel, but she also thought for a cancellation she likes the Mayor getting with the manager and then reaching out to the Council for concurrence. **Schaefer** said she sees the

value in consistency, but she does not think there are people planning their travel schedules around the first council meeting of the month especially with email and phone communication that is available. She also said that we are volunteers and if we don't have to show up for a meeting, it's not just our time being wasted but also the time of staff and everyone else who puts time into meeting preparation. **Schaefer** suggested that if it were the Mayor and the City Manager at least it would be agreement of the two – she doesn't like the "or". **Guard** said he likes the ideas of Council member **Schaefer**. He doesn't think it would be consistent with the Open Meetings act if we tried to get a straw poll of Council. **Glasen** said the original version is just fine.

Vote on motion: 0 yeas, 7 nays. Guard-no; Schaefer-no; Meyer-no; Allison-no; Sherman-no; Glasen-no and Bailer-no. Motion failed.

18. Ordinance 1194 An ordinance of the Council of the City of Cordova, Alaska, enacting Cordova Municipal Code 17.24.005 to require a certificate to plat for all plats submitted for city approval – 1st reading

M/Bailer S/Allison to approve Ordinance 1194 An ordinance of the Council of the City of Cordova, Alaska, enacting Cordova Municipal Code 17.24.005 to require a certificate to plat for all plats submitted for city approval

Bailer said he will support this; it is a good decision. **Meyer** asked if it is difficult to get these. **Stavig** said it was not, can be done remotely through a title company in Anchorage. He said it is an inexpensive way to ensure plats are being done correctly.

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

19. Resolution 01-21-02 A resolution of the Council of the City of Cordova, Alaska, amending service rates that were incorrect and adding rates that were left off the 2021 fee schedule to align rates with the approved 2021 City budget

M/Bailer S/Sherman to approve resolution 01-21-02 A resolution of the Council of the City of Cordova, Alaska, amending service rates that were incorrect and adding rates that were left off the 2021 fee schedule to align rates with the approved 2021 City budget

Sherman said she is ok with these. Others commented that they were in support.

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

19a. Resolution 01-21-01 A resolution of the Council of the City of Cordova, Alaska, retroactively approving Emergency Order 2020-10, thereby continuing the City's declaration of a local emergency arising from Covid-19

M/Bailer S/Glasen to approve resolution 01-21-01 A resolution of the Council of the City of Cordova, Alaska, retroactively approving Emergency Order 2020-10, thereby continuing the City's declaration of a local emergency arising from Covid-19

Glasen asked if we did not re-up would we lose funding to other state or federal assistance. **Howarth** said we would lose access to the FEMA funding, the state has renewed their order through February 14 – since in the past we have deferred to the state, this does that. **Glasen** is in favor unless someone has a compelling argument against it. **Allison** said he pulled it; he'll be voting no because he is sure there will be 4 voting yes.

M/Meyer S/Guard to amend the date in section 1 and section 3 of the resolution to June 9, 2021.

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

Allison said he will support.

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

M. Unfinished Business - none

N. New & Miscellaneous Business

20. Discussion of COVID-19 Emergency Response – **Meyer** said she likes this as an agenda item until the declaration of emergency is gone so the public can always comment. **Guard** suggested that we include a vaccine statistic since we've started rolling out vaccines.

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

Discussions ensued and Council struck item 6. **Bailer** suggested we use some local talent, a financial broker in the community and he could maybe sit on the committee; **Craig Kuntz**. **Bailer** also asked for a copy of the investment policy. **Allison** suggested item 7 get on an agenda before spring. **Schaefer** asked to add an item on Police staffing levels, as we said we would do at budget approval.

O. Audience Participation - none

P. Council Comments

Bailer said getting information to us is important. Surveys, promoting the police chief, inform us first. Thanked staff for the reports.

Meyer thanked **Susie Herschleb** for her years working for the city. Congratulations to **Nate** becoming chief.

Allison thanked the Mayor for recognizing **Dan** and **Sarah** - they loved Cordova and they loved people.

Schaefer offered thanks to **Susie Herschleb**, staff for quarterlies and the medical response team for their hard work. She encourages the community to get vaccinated when you become eligible. She also encouraged people to get involved in local government by joining the planning commission or declaring candidacy for City Council, CCMC Board or School Board.

Sherman on behalf of Historical Society she thanked the streets crew for helping to move a big bank vault into the museum.

Q. Executive Session

M/Allison S/Bailer to enter into an Executive Session for Council discussion of Manager's evaluation, in executive session because it is a subject that may prejudice the reputation or character of a person; provided that the person may request a public discussion - **Helen Howarth** did not request an open session.

Vote on the motion: 7 yeas, 0 nays.

Council went into executive session at 8:38 pm.

Council came out of the executive session at 10:00 pm.

R. Adjournment

Hearing no objection **Mayor Koplin** adjourned the meeting at 10:00 pm.

Approved: April 7, 2021

Attest: _____

Susan Bourgeois, CMC, City Clerk

Regular City Council Meeting
February 3, 2021 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplin called the Council regular meeting to order at 7:00 pm on February 3, 2021, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplin led the audience in the Pledge of Allegiance.

C. Roll call

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

D. Approval of Regular Agenda

M/Bailer S/Allison to approve the agenda.

Hearing no objection, the motion was approved.

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

F. Communications by and Petitions from Visitors

1. Guest speaker

a. John Bitney, City Lobbyist, reported on the legislative session in Juneau. He reported about the prospects of a large infrastructure bond package; the Governor has proposed 50% of the school bond debt reimbursement but just this morning Senate Finance was discussing supporting 100% of the reimbursement - there seems to be a lot of legislative support for the 100%.

b. Covid-19 update - CCMCA CEO, Dr. Hannah Sanders reported via teleconference: 1) there is one active case currently; 2) we are working with Ilanka to vaccinate the community - there is a single point of contact for signup - she encouraged signup. 433 have received first does, 128 have completed the series which makes 561 immunized - there should be another 300 immunized in the next 2 weeks.

2. Audience comments regarding agenda items

Ken Jones of 514 Sunnyside Dr. spoke in support of Resolution 02-21-04.

3. Chairpersons and Representatives of Boards and Commissions - CCMC report - Dr. Sanders reported that CCMC is doing much better at billing, she hopes the community is seeing that.

4. Student Council representative - Madelyn Roemhildt had a written report in the packet.

G. Approval of Consent Calendar - none

H. Approval of Minutes - none

I. Consideration of Bids - none

J. Reports of Officers

5. Mayor's Report - Mayor Koplin reported: 1) he stopped into the special school board meeting earlier tonight - both as Mayor and as Manager of CEC - he's had a good working relationship with the Superintendent so he commented positively at the meeting for **Alex Russin's** evaluation; 2) he wanted to recognize that **Kristin Carpenter** at PWSEDD and **Cathy Renfeldt** at the Chamber have both been actively commenting about the summer ferry schedule.

6. Manager's Report - City Manager Helen Howarth reported: 1) she mentioned several projects that are being worked on - as far as Harbor, she deferred to **Tony Schinella** - she said between **Tony** and Public Works staff and other City Hall staff, there are a lot of people working hard to ensure we get the funding for the harbor projects. **Schinella** reported the Port Infrastructure Development grant is a good fit - we'll pursue that, and the EDA grant is moving along, we have begun NEPA work and recently had a BUILD grant meeting and they've given us pointers to put in a better application this time. We have to update our cost-benefit analysis too - working with Northern Economics to do that. Tier I grant through state is still looking like an option, BUILD and PID grants both look good now too.

Howarth continued her report – the Council and School Board will meet first week in April for a joint work session; to discuss mutual concerns, good chance after the election for new school board members and new council members to meet. She also has regular meetings with the Superintendent. She asked **Greenwood** to comment on another pending agenda item, the impound lot. **Greenwood** said the first meeting in March that will occur. She's busy now conducting 2 mug-ups on the landfill equipment ballot prop (Feb 4, 5:30-6:30pm and Feb 24). **Howarth** mentioned some staff changes – **Ken Fay** has left City employment and **Dean Baugh** is helping out to close out 2020 – there will be an updated financial report to Council and the community as soon as **Dean** is able to do that. **Laura Cloward**, an HR professional is working with us on policies and job descriptions. She is taking this opportunity to restructure Finance Department – with the vacancies in HR and Finance. Parks and Rec Director position will be out by Monday, as **Susie Herschleb** is leaving us as well, mid-March.

7. City Clerk's Report – **Hammer** reported the election is coming up in about a month; **Susan** is back and working on the ballots as early voting begins on February 9. She is back working on the 2021 assessments which notices will be out next month.

K. Correspondence

8. 12-07-2020 Katie Jo Roemhildt letter to council
9. 01-15-2021 DCCED (DCRA) letter with Cordova's 2020 population determination
10. 01-21-2021 Joshua Pearson thank you for HVAC project letter
11. 01-22-2021 Mayor Letter opposing elimination of Tutka Bay Lagoon Hatchery
12. 01-25-2021 DOT & PF seeks public review of 2021 summer ferry schedule

L. Ordinances and Resolutions

13. Resolution 02-21-04 A resolution of the Council of the City of Cordova, Alaska supporting the 2016 pink salmon disaster relief funds application and projects identified by the Harbor Commission

M/Bailer S/Allison to approve Resolution 02-21-04 A resolution of the Council of the City of Cordova, Alaska supporting the 2016 pink salmon disaster relief funds application and projects identified by the Harbor Commission

Bailer said he supports this. **Allison** agreed and also supports this. Others were in support. **Meyer** asked about the Crater Lake siphon project and how much that would cost. **Greenwood** explained that the engineering would come first and she doesn't yet have a price tag for that but she said this is the number one priority of the water department and if they go over they'd be hopeful to use the water department depreciation to fund the rest.

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

M. Unfinished Business - none

N. New & Miscellaneous Business

14. Discussion of COVID-19 Emergency Response – no comments were made

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

Bailer suggested that the investment policy gets put on the next agenda. **Bailer** also asked about addressing too – he'd like it on the next agenda. **Howarth** said she will have the investment update on the next meeting. Also, she has the attorney giving her clarifying Code language for number 3 on PA (CM approval of purchases/contracts whether budgeted unbudgeted). Title 4 – she is working with Attorney and a recommended policy will come to you. Impound Lot will be to you in March. Addressing – we are actively getting quotes/bids.

O. Audience Participation - none

P. Council Comments

Allison asked if we should get started on the Clerk's evaluation before any potential Council changes after the election.

Glasen thanks to staff and for the one public comment.

Bailer encouraged the Harbor Commission to come up with a master plan for a fuel dock in the Harbor.

Sherman thanked the Harbor staff about the graph about the travel lift – it would be great if it could be tied in to how the seasons go (how good of a season it was vs. how many lifts, etc.). She said she knows having a lobbyist is expensive, but she thinks **Bitney** is invaluable to have in Juneau and he's worth every penny.

Guard thanked staff for all the hard work on the Harbor grants and the Refuse bond prop.

Q. Executive Session

R. Adjournment

M/Allison S/Bailer in lieu of the new information we received, that we do not have reason to go into the executive session at this time, he moved to adjourn the meeting.

Hearing no objection *Mayor Koplin* adjourned the meeting at 8:10 pm.

Approved: April 7, 2021

Attest: _____

Susan Bourgeois, CMC, City Clerk

DRAFT

Regular City Council Meeting
February 17, 2021 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplin called the Council regular meeting to order at 7:00 pm on February 17, 2021, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Mayor Koplin led the audience in the Pledge of Allegiance.

C. Roll call

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

D. Approval of Regular Agenda

M/Bailer S/Allison to approve the agenda.

Hearing no objection, the motion was approved.

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

F. Communications by and Petitions from Visitors

1. Guest speaker

a. Incident Management Team, COVID-19 Update - Dr. Hannah Sanders reported: 1) currently 1 active case; 2) 719 individuals in Cordova have initiated the vaccine process and we have vaccine allocated for their second dose, those 719 will be finished up over the next month and there are currently 300+ people on the waiting list for vaccine - early March will be the next vaccine clinic for those individuals.

b. Barb Jewell report on the Cordova Safe Housing Project - a project that grew from several years of discussion by the Cordova Coalition for Healthy Communities. It is a project aimed at providing safe environment for individuals or families experiencing homelessness.

2. Audience comments regarding agenda items

Pete Hoepfner - thanked Council for their tireless work, he knows what they do is a thankless job especially this year and he showed his appreciation and handed out some Pete's Treats truffles to Council members and **Howarth** and **Bourgeois.**

3. Chairpersons and Representatives of Boards and Commissions

CCMC report - **Dr. Sanders** reported: 1) CCMC continues to work on revenue and billing cycle, such an expensive difficult year with Covid and all the testing, still last month came in positive which is great; we still continue to lose business to providers and pharmacies out of town.

School Board report - **Barb Jewell** reported: 1) we finished up the superintendent evaluation and we have retained **Alex Russin** and he wants to remain; all are happy about that; 2) district has been getting odd phone calls about threats - law enforcement has relayed that there isn't a real danger - good opportunity to update emergency plans, training, etc.; 3) plans for graduation are close to being finalized.

4. Student Council representative - none

G. Approval of Consent Calendar

5. Council concurrence of Mayor's appointment of the 2021 Election Board

6. Council concurrence of Mayor's appt: Tom McGann to the Planning Commission

7. Minutes of the 01-20-21 Public Hearing

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

H. Approval of Minutes - none

I. Consideration of Bids - none

J. Reports of Officers

8. Mayor's Report – **Mayor Koplin** reported: 1) met with **Mark Hoover**, new Chair of NVE Tribal Council; 2) attended a Harbor Commission meeting; 3) mentioned the possibility of an aviation museum in Cordova, needs to find someone to spearhead that.
9. Manager's Report – City Manager **Helen Howarth** reported: 1) feds are distributing additional Covid resources – second CARES distribution – preliminarily, Cordova might get \$480K.
- a. Proposition No. 1 PowerPoint presentation by Public Works Director **Sam Greenwood** and Refuse Superintendent **Aaron Muma** on proposition 1.
10. City Clerk's Report – **Bourgeois** reported: 1) updated Council on election work she's been completing and 2) Deputy Clerk been working on finalizing 2021 assessments – notices will go in the mail week of March 8

K. Correspondence - none

L. Ordinances and Resolutions - none

M. Unfinished Business - none

N. New & Miscellaneous Business

11. Discussion of COVID-19 Emergency Response – **Schaefer** asked the status of the emergency, based on that the State House hasn't acted on the continuation of the emergency. **Howarth** said with the non-continuation of the emergency, any mandates that were in place are now recommendations. We've been advised that things will be remedied within the next few days – nothing on the ground in Cordova has been changed at all.
12. Report from City Attorney regarding CBA negotiations process – City Attorney **Will Earnhart** reported on the process for approval of the union contract. Basically, Council sets the big picture by approving the contract, but the administration negotiates the details.
13. City Manager report/Council discussion regarding Investment Policy and Committee – **Howarth** said there is a foundational document, our investment policy, that will inform whichever firm we hire. Her commitment is to get with a few individuals she has contacted as her advisors in a working group investment committee and she'll get a new policy back to Council as soon as possible. The individuals are extremely well-versed in institutional investments, they run a private investment company that invests billions of dollars, we as a City could never work with them (too small a portfolio) so there will be no conflict of interest in their evaluations and recommendations.
14. Pending Agenda, Calendar and Elected & Appointed Officials lists
Council discussed removing some items from the PA.

O. Audience Participation - none

P. Council Comments

Sherman thanked the election board and thanked **Tom McGann** for getting back on Planning Commission. She praised the **manager** for the written report which showed how she is tackling many of the items on the Pending Agenda, she was thrilled to see that. She thanked the **clerk** for the Pending Agenda Primer – that answered a lot of her questions. **Allison** he also thanked the manager for a written report in the packet, he wished **Susie Herschleb** well and thanked her for her years of service.

Schaefer thanked **Sam, Aaron** and **Chris** for the thorough informative presentation. Thanks **Susie**, sad to see her go, she's been a dedicated and passionate asset to the department and the City, she'll be missed.

Meyer wished **Susie** best of luck and said she'll be very missed, also thanks to **Tom McGann** and all those who presented tonight.

Bailer asked for the investment policy and the part of the charter about the permanent fund sent to Council. USFS lease should come to Council for direction to negotiate.

Glaser echoed thanks to **Aaron, Sam** and **Chris**. He appreciates the attorney's comments on CBA negotiations.

Guard said he thinks we should codify the steps for CBA negotiation and approval. Thanked staff for all the written documents tonight, makes it easier to get done what we need to do.

Mayor Koplin praised Council for their full attendance and following proper procedures on personnel issues – directing those to the manager, not interfering – it's been a busy year and we have a good council working hard for the City, he wanted to acknowledge that.

Q. Executive Session

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

M/Guard S/Bailer to go into executive session to discuss the manager's evaluation it is a subject that may prejudice the reputation or character of a person; the person may request a public discussion, the manager did not request a public discussion; also to discuss the clerk's evaluation it is a subject that may prejudice the reputation or character of a person; the person may request a public discussion, the clerk did not request a public discussion

Hearing no objection, **Mayor Koplin** said they would enter the executive session.

First, Council took a brief recess to clear the room at 8:49 pm

Council entered the executive session at 8:55 pm and came back into open session at 9:10 pm.

Mayor Koplin stated: the Mayor and Vice Mayor were directed to present the Manager's evaluation to her. The Clerk's evaluation is deferred to the next regular meeting.

R. Adjournment

M/Allison S/Bailer to adjourn the meeting.

Hearing no objection **Mayor Koplin** adjourned the meeting at 9:11 pm.

Approved: April 7, 2021

Attest: _____
Susan Bourgeois, CMC, City Clerk

City Council Public Hearing
March 3, 2021 @ 6:45 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Acting Vice Mayor Allison called the Council public hearing to order at 6:45 pm on March 3, 2021, in the Cordova Center Community Rooms.

B. Roll call

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

C. Public hearing

1. Ordinance 1194 An ordinance of the Council of the City of Cordova, Alaska, enacting Cordova Municipal Code 17.24.005 to require a certificate to plat for all plats submitted for city approval

Acting Vice Mayor Allison opened the hearing up for public testimony on the ordinance. There was no public testimony. The public hearing was recessed at 6:47 and then brought back into session at 6:57 pm.

D. Adjournment

Hearing no objection **Acting Vice Mayor Allison** adjourned the public hearing at 6:57 pm.

Approved: April 7, 2021

Attest: _____
Susan Bourgeois, CMC, City Clerk

Regular City Council Meeting
March 3, 2021 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Acting Vice Mayor Allison called the Council regular meeting to order at 7:00 pm on March 3, 2021, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance

Acting Vice Mayor Allison led the audience in the Pledge of Allegiance.

C. Roll call

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

D. Approval of Regular Agenda

M/Bailer S/Glasen to approve the agenda.

Hearing no objection, the motion was approved.

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

F. Communications by and Petitions from Visitors

1. Guest speaker

a. Incident Management Team, COVID-19 Update - *Dr. Hannah Sanders* reported: 1) currently we have 23 active cases, 532 tests have been given in the last 2 weeks and we had a 5% positive testing rate. The recent outbreak is now pretty contained. 721 have begun vaccination and a large number of that has received both doses.

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

CCMC report - *Dr. Sanders* reported: 1) the Medicaid cost report came back with only marginal rate adjustments, had been hoping for more; 2) billing function is improving.

School Board report - none

4. Student Council representative - none

G. Approval of Consent Calendar - none

H. Approval of Minutes - none

I. Consideration of Bids - none

J. Reports of Officers

5. Mayor's Report - *Mayor Koplin* reported: 1) met with Mark Hoover, met with Bert Adams; 2) congratulated the Clerk on a well-run election; 3) spoke with *Stutes*, periodically speaking with *Bitney.*

6. Manager's Report - City Manager *Helen Howarth* reported: 1) thanked everyone for participation in the election and was glad to see the support of the propositions; 2) her time has been occupied mostly with the recent Covid outbreak - it is incumbent on City employees to participate at the highest level, abide by rules that are in place and set the example - she has heard from citizens, council members, local businesses on the matter so she's taking time to address our rules with the help of *Dr. Sanders* to ensure we have good protocols in place for city employees; it was a reminder to everyone that one small incident could have such an impact - we have done a great job containing it though - that's a testament to our community. If there are more specifics Council wants to get into, that could damage the reputation or character of an individual, an executive session could be warranted; we have received the permission of individuals to do that if council so chooses.

7. City Clerk's Report - *Bourgeois* reported: 1) election was yesterday, went smoothly, divided into two groups for quicker tallying and that went well, 666 ballots were counted yesterday, with the changes to Title 2 council adopted, certification is later than usual, we can certify at the March 17 regular meeting.

K. Correspondence

8. 02-10-21 Letter from EVOSTC, invitations for proposals
9. 02-23-21 Mayor Koplin letter of support for William Deaton

L. Ordinances and Resolutions

10. Ordinance 1194 An ordinance of the Council of the City of Cordova, Alaska, enacting Cordova Municipal Code 17.24.005 to require a certificate to plat for all plats submitted for city approval – 2nd reading

M/Bailer S/Glasen to adopt Ordinance 1194 an ordinance of the Council of the City of Cordova, Alaska, enacting Cordova Municipal Code 17.24.005 to require a certificate to plat for all plats submitted for city approval

No comments from Council, this is second reading, all were in support.

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

11. Resolution 03-21-05 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Alpine Diesel, LLC. to install and purchase a rebuilt Volvo loader engine for the City of Cordova

M/Bailer S/Glasen to approve Resolution 03-21-05 a resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Alpine Diesel, LLC. to install and purchase a rebuilt Volvo loader engine for the City of Cordova

Glasen said he supported this. **Bailer** agreed and said we should get the old one sold as soon as possible. **Meyer, Sherman Guard** were also in support.

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

M. Unfinished Business - none

N. New & Miscellaneous Business

12. Discussion of COVID-19 Emergency Response – **Glasen** commented that **Helen** should confer with **Dr. Sanders** about numbers being vaccinated in case it's medically appropriate to get rid of mandates once enough are vaccinated. **Sherman** said she'd like to keep this on the agenda for a while longer so there is a place to discuss issues at each council meeting. **Meyer** thanked the community for doing a great job containing the outbreak and for being willing to get vaccinated. **Allison** said a little scare these past couple of weeks, that's going to happen, we handled it the best we could.

13. Council direction to staff regarding Impound Lot RFP

- Report/PowerPoint by Public Works/Police Department

The power point presentation offered multiple options and staff's suggestion was to maintain the impound lot in its current location and secure it with chain link fencing. After lengthy discussion and with Council members not having a clear concurrence for one option or another, Council referred this item and when it comes back before them they asked for: 1) a fiscal note as to how much and where the money would be coming from; 2) pictures of the more aesthetically pleasing fences with slats; 3) costs of a hybrid fencing system (partial connexes and partial chain link fencing); 4) all of these options to include security systems and how much that would cost.

M/Sherman S/Bailer to refer to staff with the considerations as mentioned in the discussion to be brought back.

Vote on motion: 6 yeas, 0 nays, 1 absent. Motion was approved.

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

Council made some edits to the Pending Agenda and removed three items: refuse strategic planning, continuity of government and Harbor Commission discussion to increase to 7 members.

O. Audience Participation - none

P. Council Comments

Sherman complimented public works for handling the snow recently, great job to streets dept on plowing and the refuse for getting the garbage picked up; appreciated the work on the outbreak and the community's response; kudos to the ski hill for keeping it open on such a great snow year and thanks to the Clerk's office for handling the election and expanding the early voting hours.

Bailer thanked those who ran for the offices hopes they will run again. He opined that the Harbor is paid for by the users, the commercial fishermen, we should listen to them and their needs. We had an unfortunate incident; we all make mistakes and there was a sincere apology.

Meyer echoed the voter turnout comments, thanks to the election workers – thanks for the weekend hours. Glad that the outbreak seems pretty well-contained.

Guard echoed a lot of the staff thanks. He said about the unfortunate incident – we’ve not had enforcement of rules from the beginning – but this isn’t political, it’s financial. The more the processors spend on Covid overhead, the less the fishermen get in grounds price, the less the City gets in raw fish tax, the less for the whole community, businesses, sales tax etc.

Glaser congratulated **Anne** and **Melina** on their wins. He thanked Nate for writing the letter – he’s done a lot of good stuff – he hopes this one mistake can be water under the bridge. Thanks for the school for how they handled it.

Allison thanked those who ran, hopes they stay involved and try again. Thanked staff for the research, the extra hours put in coming to meetings.

Q. Executive Session

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

M/Bailer S/Glaser to go into executive session to discuss the clerk’s evaluation it is a subject that may prejudice the reputation or character of a person; the person may request a public discussion, the clerk did not request a public discussion.

Hearing no objection, **Acting Vice Mayor Allison** said they would enter the executive session.

First, Council took a brief recess to clear the room at 8:40 pm

Council entered the executive session at 8:45 pm and came back into open session at 9:10 pm.

Acting Vice Mayor Allison said we discussed the Clerk’s evaluation, and the Mayor will write up a summary and get that to the City Clerk.

R. Adjournment

M/Bailer S/Glaser to adjourn the meeting.

Hearing no objection **Acting Vice Mayor Allison** adjourned the meeting at 9:12 pm.

Approved: April 7, 2021

Attest: _____
Susan Bourgeois, CMC, City Clerk

Regular City Council Meeting
March 17, 2021 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplin called the Council regular meeting to order at 7:00 pm on March 17, 2021, in the Cordova Center Community Rooms.

B. Invocation and pledge of allegiance - Mayor Koplin led the audience in the Pledge of Allegiance.

C. Roll call

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

D. Approval of Regular Agenda

M/Allison S/Guard to approve the agenda.

M/Glasen S/Allison to amend the agenda by removing item 20.

After lengthy discussion. Vote on motion to amend: 4 yeas, 3 nays. Glasen-yes; Bailer-yes; Meyer-no; Guard-no; Allison-yes; Schaefer-no and Sherman-yes. Motion was approved.

M/Allison S/Glasen to add item 18b. election of the Vice Mayor.

Allison said they are supposed to elect a Vice Mayor after certification, so he thought he'd add that tonight.

Bourgeois said that code says that the Vice Mayor is elected at the first meeting after certification and she has the agenda item set for the next regular meeting, on April 7, 2021. **Allison** withdrew his motion to amend.

Mayor Koplin also offered that item 24 the executive session should note that item 21 might go into executive session and also that item, 21 should be moved to after the executive session as item 24a.

M/Allison S/Glasen to do as suggested by the **Mayor**.

Hearing no objection, that amendment was approved.

Vote on motion as amended: 6 yeas, 1 nay (Meyer). Motion was approved.

E. Disclosures of Conflicts of Interest and ex parte communications

Meyer declared a conflict with item 9. That plat approval is for her parent's subdivision.

F. Communications by and Petitions from Visitors

1. Guest speaker

a. Northern Edge 2021 - presentation and Q&A from US Navy, Air Force representatives gave a short PowerPoint and presentation about the upcoming May 2021 Northern Edge exercise in the Gulf of Alaska.

b. Incident Management Team, COVID-19 Update - **Heather Brannon** reported on the work she's been doing with the processors and their plans for returning for summer.

2. Audience comments regarding agenda items

Mike Hicks called in comments and thanked Council for removing item 20 from the agenda.

Ken Jones in the room commented that he was glad to see all the grant work being done for Harbor. He urged Council to make the USFS lease a short and flexible lease (agenda item 21/24a). He urged Council to support item 22/the DMI proposal. He opined that it is time to eliminate the mask mandate. He thinks Council election should be changed to not pit one citizen against another, more like how School Board is done.

Wendy Ranney in the room commented in support of agenda item 8 in her capacity as member of Parks and Rec and the Trails Committee.

Steve Namitz, District Ranger for the USFS in Cordova commented in support of the City continuing a lease with the USFS, mentioned the value that the USFS has in the City.

Mark Frohnapfel in the room commented as representative of Shoreside Petroleum that they would offer support and interest in putting a floating fuel dock in the harbor in some location.

3. Chairpersons and Representatives of Boards and Commissions

a. CSD Board of Education Resolution 2021-06 thanking the City of Cordova for its response to the Covid-19 pandemic

b. PWSRCAC Jan 2021 Board meeting highlights

CCMC report - no report

School Board report – **Barb Jewell** was in person and reported: 1) schools are on spring break after the election, she is glad to welcome **Henk Kruithof** to the Board and to welcome back **Pete Hoepfner**; 2) looking forward to joint meeting with City Council in April.

4. Student Council representative - written report in the packet

G. Approval of Consent Calendar

5. 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

6. 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

7. 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

8. 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

~~9. Resolution 03-21-11 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 A resolution of the Council of the City of Cordova, Alaska, approving the final plat of Scott Subdivision

~~11. 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~~

12. Resolution 03-21-14 A resolution of the Council of the City of Cordova, Alaska adopting the 2021 land disposal maps
Due to the conflict of interest item 9 was pulled and became item 23a and Council member **Bailer** asked for item 11 to be pulled from the consent calendar and it became item 23b.

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

H. Approval of Minutes - none

I. Consideration of Bids - none

J. Reports of Officers

13. Mayor's Report – **Mayor Koplin** reported: 1) he thanked all the people volunteering and running for positions in the Election, and thanks for the great voter turnout.

14. Manager's Report - City Manager **Helen Howarth** had a written report in the packet.

Sherman gave kudos to the public relations team for the updated website.

a. Harbor grants update (**Curtis Fincher, Sam Greenwood, Tony Schinella**)

15. City Clerk's Report – **Bourgeois** reported: 1) thanked the election board for doing a great job as usual, they counted the last of the ballots this morning, the resolution for council certification is before you tonight. She also had a written report in the packet.

K. Correspondence

16. 02-26-21 Card from CSD thanking City for HVAC upgrades at high school

17. DNR, Div. of Mining Land Water – comment period notice for 4 aquatic farmsite leases near Cordova

L. Ordinances and Resolutions

18. Resolution 03-21-09 Certification of the official results of the March 2, 2021 City of Cordova General Election

M/Glasen S/Guard to approve Resolution 03-21-09 Certification of the official results of the March 2, 2021 City of Cordova General Election.

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

Mayor Koplin conducted a swearing in for School Board members **Henk Kruithof, Pete Hoepfner** and CCMCA Board member **Liz Senear**.

Council members **Meyer** and **Schaefer** and CCMCA Board member **Ronnegard** would get with the City Clerk before attending their next meeting.

M. Unfinished Business - none

N. New & Miscellaneous Business

19. Discussion of COVID-19 Emergency Response – there was no discussion.

~~20. City Departments: Council's high level look: Cordova Police Dept~~ this agenda item was removed by Council at the approval of the regular agenda.

22. Disposal and method of disposal for Portion of Tract 1A, Ocean Dock Sub #2

M/Schaefer S/Sherman to dispose of a portion of Tract 1A, Ocean Dock Subdivision #2 as outlined in Cordova Municipal Code 5.22.060 B by: 1. Negotiating an agreement with Dutch Marine Industries, LLC to lease or purchase the property.

Schaefer commented that they have the support of Planning and Harbor commissions on this so she will support, they are already working in town, this will allow them to work more effectively and support the fleet. **Sherman** agreed. All others also were in support.

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

Motion was approved.

23a. 9. Resolution 03-21-11 A resolution of the Council of the City of Cordova, Alaska, approving the final plat of Cannery Row Addition 1

M/Allison S/Glasen to approve Resolution 03-21-11 a resolution of the Council of the City of Cordova, Alaska, approving the final plat of Cannery Row Addition 1

Vote on motion: 6 yeas, 0 nays, 1 coi (Meyer). Motion was approved.

23b. 11. 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

M/Schaefer S/Guard to approve 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

Schaefer said she is in support especially because there has been a lot of issues around the state recently and we could get some good information from this and the City won't have to pay any money for it. **Guard** said he would be in support so that we could know ahead of time if there are dangers in Cordova. **Bailer** said he has reservations, doesn't think it's needed, we've identified snow slide areas already; his concern is someone overzealous doing the survey and all of a sudden we get homeowners unable to get insurance, or can't sell their homes. He'd recommend it for new subdivisions. **Sherman** had questions about what kind of product from such an assessment has been given to other communities and also what the affect on property owners could be. **Allison** asked who brought this up to who, did the state contact us? **Howarth** asked **Stavig** to answer. City Planner **Leif Stavig** said that this was in the works a few years ago, never really got going, after what happened to Haines he searched back in records, contacted the State and they told him that a good way to help them to secure their funding from FEMA would be a resolution of support from the governing body/something to show public support. He then drafted resolutions for the Planning Commission and Council. **Allison** said if it is not time sensitive he would maybe make a motion to refer. **Stavig** confirmed it was not time sensitive. **Glasen** said he certainly supports being safe but also had a lot of questions, he would like to refer as well and get some answers.

M/Allison S/Glasen to refer to staff.

Mayor Koplin asked if there was any objection to referring. Council made no comments.

Mayor Koplin said the motion was referred by unanimous consent of Council.

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

Bailer and **Allison** agreed to put on Pending Agenda a discussion of maybe changing the way we vote for Council members, designated seats vs. highest number of votes received to fill multiple seats. **Bourgeois** said she had reported on this exact issue in her written report tonight – she confirmed it would require a charter change, not just a Council ordinance. It will be added to Pending Agenda. After lengthy discussion about the agenda item that was removed tonight, it was decided to add “Plan/schedule for departmental site visits/work sessions for summer 2021” to the pending agenda.

O. Audience Participation

Paul Krekow of Points North introduced himself to Council. He thanked the City and Council for the resolution of support for the USFS permit – they were granted that. He thanked the City for all the Covid protocols that were put in place. Three weeks into the season we are doing well. There is an open comment period right now for heliskiing input and positive comments from as many as possible would help his business for the next ten years. He appreciates that Cordova has recognized itself as a one heliskiing operation town.

Ken Jones of 514 Sunnyside Drive thanked Council for the harbor resolutions for grants. He spoke about the USFS being an important part of our community, he didn't mean to be construed as anti-Forest Service. He thinks that location is ideally suited for a floating fuel dock.

Steve Namitz spoke in favor of Council authorizing #1 as far as the lease item still before them; he'd like Council to authorize the City Manager to go into direct negotiations with the USFS for the lease.

P. Council Comments

Allison said we will soon be spending millions on the harbor he hopes that all users are accounted for in that plan, State, USFS, fuel providers, etc. He wanted to point out that consent calendar items are fully supported even if they get no extra attention – he wanted people to understand that. Thanked staff on all the grant work, the med teams (Ilanka and CCMC) working together so well on vaccinations and testing. Thanked the Manager for the emails we’ve been getting – good information, he appreciates being kept updated. He also really likes City Manager reports. He told **Helen**, you’ve earned your 2 weeks off, enjoy your vacation.

Bailer gave a shout out to the final plat resolution – he wants it brought to people’s attention that **Mark Hall** has been a huge asset on the Planning Commission and **Leif** does great work in that department. It is a good example of how the City of Cordova bends over backwards to people that own land and have work to be done. He asked everyone to keep **Don Sjostedt** in their thoughts he is going through a tough time.

Sherman thanked **Heather Brannon** for doing an extremely incredible job keeping everyone informed and working so closely with the industry – a real asset to the community. An awesome art show begins April 2 at the museum – all about frontline workers.

Guard expressed his disappointment in his fellow council members for not having a discussion on items that we do clearly have every right to discuss – it wasn’t about beating any person or any department up. People are beating each other up on social media – it doesn’t seem like leadership to him if Council can’t discuss it civilly at this table.

Meyer echoed **Guard’s** comments she thinks it is their right to have the discussion and she has heard from people that they are afraid to publicly say anything, it is hard for her to hear that. She had hopes of having a conversation and turning it into a positive; it is a shame that couldn’t happen. She said there were some good things done tonight.

Anne Schaefer thanked all the candidates who ran this time, was glad to see such participation and also the high voter turnout. She is grateful and excited for the opportunity to serve on Council for another term. She thanked staff for all the work – the memo regarding all the harbor grants being pursued. She thanked the IMT for the vaccinations and encouraged everyone to get vaccinated when it is available to you.

Q. Executive Session

24. Item ~~20~~ 21 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

M/Allison S/Guard to go into executive session to discuss the disposal and method of disposal for “Forest Svc Dock and Marine Warehouse” a subject the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

Hearing no objection, **Mayor Koplin** said they would enter the executive session.

Council took a brief recess to clear the room at 9:26 pm.

Council entered the executive session at 9:33 pm and came back into open session at 10:01 pm.

24a.21. Disposal and method of disposal for “Forest Svc Dock and Marine Warehouse”

M/Schaefer S/Sherman to dispose of an 1,120 square foot portion of tidelands on Lot 3, Block 7A, Tidewater Development Park, more commonly referred to as “Forest Service Dock and Marine Warehouse”, as outlined in Cordova Municipal Code 5.22.060B by 1. directing the City Manager to negotiate an agreement with the Forest Service to lease the property.

Schaefer said the USFS is an important community partner and she is in favor of working with them to allow them to continue to use that property. **Sherman** agrees and hopes we have all the important community partners at the table when we move forward with exciting harbor renovation projects. **Bailer, Meyer, Glasen** and **Allison** said they were in support.

Guard said we are still in the process of planning and we want to accommodate all the community services and users in the new harbor plan. This is an immediate need so he’s in favor.

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

Motion was approved.

R. Adjournment

M/Glasen S/Allison to adjourn the meeting.

Hearing no objection **Mayor Koplin** adjourned the meeting at 10:07 pm.

Approved: April 7, 2021

Attest: _____
Susan Bourgeois, CMC, City Clerk

State of Alaska Tier 1 Harbor Match Program: I continue to work with John Bitney, City of Cordova harbor lobbyist and City Manager to promote funding for not only the Tier 1 grant match, but also a Build infrastructure grant application.

Covid-19: The community of Cordova has once again managed to reduce a recent surge in Cordova COVID cases to zero active cases as of today. A special thank you to our medical team for the efficient administration of community-wide immunizations, and to our Emergency Management Operations for their preparations for the upcoming fishing season.

AMHS Service: I have been in recent contact with the Governor's office regarding fisheries and AMHS service. We hope to see the Aurora service in Prince William Sound extended for the next few years. It will be our job to keep the ferry system as highly utilized as possible by residents, businesses, and visitors.

Congressional Delegation Outreach: I worked with acting manager Sam Greenwood this week to present funding application requests to our congressional offices for harbor grant and upgrades.

Cordova Aviation History Museum Resolution and Opportunity: As the resolution outlines, there is a unique and time-critical opportunity to develop an Aviation History Museum in Cordova. The late former Cordova Chamber of Commerce Director Martin Moe and Ted Spencer, who has developed several aviation museums in the state, developed the concept and a prospectus for the museum in 2008-2010, for which the City passed a resolution of support. Unfortunately, with Martin's passing, the project died for lack of a champion. Ted Spencer has been in frequent contact with me over the past few months, and we are literally down to the last few weeks where the owner of the historic Cordova Air Bellanca Pacemaker will decide to paint the finishing "Cordova Air" original logo on his plane, or simply the factory markings. We have an amazing opportunity to have a low-cost, high-impact museum sited in Cordova to capture what is arguably the richest aviation history in the State and the infant beginnings of what is now Alaska Airlines. But we need community support and a new project champion. I am working with Zachary Smith to put out a call through the Cordova Times and challenge the community to produce a project champion who can form a committee and run with this opportunity. I encourage council to pass this resolution so that the airplane owner and the Smith family see an indication of interest from the community.



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CITY CLERK'S REPORT TO COUNCIL

April 7, 2021 Regular Council Meeting

Date of Report: March 18 – April 2

There are a few outstanding projects that were requested at Council meetings, but I am not certain if the majority were directing me/staff to work on these things:

- Labor negotiation and approval roles of Council and Administration and potential code revisions – there were comments during the February 17 discussion item presented by Attorney Will Earnhardt. This had been discussed back in 2019 so I do already have some language that could work for an ordinance, especially after having heard the discussion from February 2021. While discussing Pending Agenda, please advise if it is the will of Council to have such an ordinance drafted.
- Is Council seeking legal interpretation of the potential inconsistency between Council's review of administrative departments and its inability to interfere with Administration? Last Council meeting's removal of an agenda item is the impetus for this question. A council member has reached out with a question about **Charter 2-4** and whether Council should consider putting a charter change on a ballot. For clarification, the memo that was in the Council packet was reviewed and approved by the City Attorney before inclusion in the packet. Also, the City Attorney confirmed she was available to assist Council during discussions arising from the memorandum to ensure Council was able to discuss the macro-level review of the Police Department without inadvertently unlawfully interfering with the administration of that Department. At Pending Agenda that night 2 council members did agree to add this item: "*Plan for/schedule of departmental site visits/work sessions – summer 2021*". While discussing Pending Agenda please advise if such legal interpretation is desired. (pertinent Charter and Code attached to this report)

Charter Section 2-4. - Council: Powers.

Except as otherwise provided in this charter, all powers of the city, including the determination of all matters of policy, shall be vested in the council. Without limitation of the foregoing, the council shall have power:

- (1) to appoint and remove the city manager as provided in this charter;
- (2) by ordinance to enact legislation relating to any or all subjects and matters not prohibited by law or this charter;
- (3) to adopt the budget, including a wage classification and pay plan, raise revenue and make appropriations, and to regulate all other fiscal affairs of the city;
- (4) to inquire into the conduct of any office, department or agency of the city, and investigate municipal affairs;
- (5) to appoint and remove its own subordinates, members of all city boards and commissions, and other quasi-legislative, quasi-judicial or advisory officers and authorities, now or when and if established, or prescribe the method of appointing or electing and removing them;
- (6) to create, change and abolish all offices, departments and agencies of city government other than the offices, departments and agencies created by this charter; and to assign additional powers, duties and functions to offices, departments and agencies created by this charter.

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

City Code – excerpt from Title 4 – Personnel

4.04.060 - City council responsibility and authority.

The city council shall have overall responsibility and authority regarding personnel matters including, but not limited to the following:

- A. Make appointments to the personnel board;
- B. Assign such additional duties to the personnel board as it deems appropriate;
- C. Approve the city's budget including requests for personnel management funds;
- D. Approve personnel policies and procedures reviewed by the city manager and the personnel board;
- E. Approve individual employment agreements for the city manager and city clerk.

4.04.070 - City manager responsibility and authority.

The city manager shall have the responsibility and authority to:

- A. Administer the personnel policies and procedures adopted by the personnel board and approved by the city council;
- B. Establish and maintain records of all employees in their service, which shall include the class title, pay and other pertinent data;
- C. Develop and administer an affirmative action program to provide for equal opportunity in all aspects of city personnel administration;
- D. Foster and develop, in cooperation with appointing authorities and others, programs for the improvement of employees' effectiveness and productivity including training, safety, health, counseling and welfare;
- E. Maintain the classification and pay plans;
- F. Administer recruitment and selection programs;
- G. Insure uniformity in the application of discipline;
- H. Authorize the appointment and dismissal of employees;
- I. Prepare and adopt such forms, reports and procedures as may be necessary to carry out the city's personnel program;
- J. Approve or disapprove the recommendations of the department heads in regards to the appointment and dismissal of all personnel except those appointed by the city council;
- K. Ensure that each new employee, on the date of their hire, is issued a copy of the current personnel policy;
- L. Approve work rules established for the efficient operation of their work force;
- M. The city manager may, in writing, delegate certain authorities and responsibilities to designated department heads. That delegation shall clearly state to whom the authority is given and shall also be for a specific period of time but must have council approval if said period exceeds thirty days;
- N. Unclassified Positions. Employees in the following unclassified positions serve at the pleasure of the city manager:
 1. Financial director,
 2. Police chief,
 3. Fire marshal,
 4. Information services director,
 5. Parks and recreation director,
 6. Public works director,
 7. Water and sewer superintendent,

8. Refuse foreman,
9. Harbor master,
10. Planner,
11. Administrative assistant to the public works director,
12. Human resources/grant assistant,
13. Public works superintendent;

O. Management takes overall responsibility for the direction and leadership of the safety policy of the city of Cordova.
(Ord. 1018 § 1, 2008; Ord. 1010 § 1, 2008; Ord. 772, 1996; Ord. 712 § 3, 1993; Ord. 685 (part), 1991).

From: Mike and Gladah Hicks <mghhicks@ctcak.net>

Sent: Wednesday, March 17, 2021 5:01:39 PM

To: Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Jeff Guard <councilseatc@cityofcordova.net>; Melina Meyer <councilseatd@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>; David Allison <councilseatf@cityofcordova.net>; David Glasen <councilseatg@cityofcordova.net>

Cc: Clay Koplin <mayor@cityofcordova.net>

Subject: Council Packet Memo 3/17/21

Ladies and gentlemen,

Please take a few moments to look at the (sorry) rather lengthy letter concerning pages 69-70 of tonight's council packet and the information concerning SB1 and SB3.

I have stayed away from all the Facebook comments and think this is a more appropriate way to share my thoughts privately.

I've been in this business a very long time. As I mentioned several times when I was helping with the IMT.....

Don't take everything you hear for granted. Track every rumor or complaint to the source.

If I can ever be off assistance, please don't hesitate.

Again, Thank you for your time and all that you contribute as volunteers to our community.

Mike.

907-253-5896

Ladies and Gentlemen,

I would like to provide you some feedback concerning pages 69 and 70 of the council packet pertaining to the Police Department.

First, I would like to mention that this memo is in the packet inappropriately. Yes, 2 or more members may add something to the agenda, but that does not necessarily mean it should be added to the agenda.

If constituents bring concerns or complaints to a council member would it not be more appropriate to pass them on to (your employee) the City Manager who would in turn pass them on to (her employee) the appropriate department head to find out whether they are valid? This should be done out of professional courtesy and common decency.

My view of this whole thing is that it is turning into a witch hunt directed at the police department by a few individuals. Yes, mistakes have been made. People learned from them. How can you expect anyone to concentrate on their job and be effective when they are continually be picked a part by a few individuals that are trying to push an agenda? This needs to end now. It will destroy your police department. I have seen it firsthand. In 2007 three officers including myself resigned from the department in a little over a month and a half due to mismanagement.

Have any of you bothered to take the time to go down there and ask the Chief to show you around? I know no one did in the last six years I was there. The department is neat, clean, organized, and the staff is well trained. They take care of the cities equipment and are always trying to improve. Even with limited resources, they are doing a good job. They run an efficient operation. The recent Heroin and Meth arrests are proof of that.

Did any of you bother to take the time to tell them they did a good job taking over \$20k in Heroin and Meth off the streets using the drug dog we worked so hard to get in the past 5 years. (Which was purchased by money from NVE and the state by the way). If you did, then great. If you did not, maybe you should.

These cases do not happen overnight. Sometimes they take years to develop. Sometimes the public has a hard time understanding that and not surprisingly the ones that are complaining the loudest are the ones that do not pass it on to law enforcement for various reasons.

- Reports of on-duty officers singling out individuals and harassing them.

In all my years working in Cordova I have NEVER received a valid report of an officer on or off duty singling out an individual and harassing them. There have been instances where members of the public who repeatedly violate city code, state or federal law receive multiple citations for repeatedly violating the law. This usually comes after one or more verbal warnings for the offense.

Examples of these are things such as snow removal parking violations. It was my practice when I was there that during the first few snowfalls the officer would call in license plates to dispatch who would in turn notify the owner to move their vehicle. The problem was solved most of the time.

However, folks that choose to ignore our warning often receive a parking citation which usually gets their attention. If they continue to impede snow removal, they may receive more citations which some consider as harassment. I suppose that if we really wanted to harass them, we could have their vehicle towed.

Other circumstances are dogs attacking other dogs and people. These are more serious of course, but sometimes they are settled with little more than an apology and someone paying the vet bill. However, we have had repeat offenders that have been cited and have had to put their dogs down rather than take the chance of having the dog attack a person, especially a child. There are those that consider this harassment too.

And of course, there are those who refuse to put their dog on a leash, allow it to run in traffic, chase people, etc. and usually after repeated warnings they will receive citations as well. Harassment? I think not. They are just doing their job.

Our officers try to maintain a consistent and fair approach to their duties.

- Facility is not welcome to the public.

Employee safety and security at the Police Department has been a serious concern for many years.

When the city offices moved to the Cordova Center, we budgeted \$20K to move the dispatch center upstairs. (We completed the project \$4K under budget by doing a lot of the work ourselves).

The location is much safer for the staff and provided a restroom facility and sink area within the office and the space was larger which would allow for multiple dispatch positions in the event of larger emergencies. This was also better than having facilities down the hall away from the emergency lines. This move was done for staff safety.

Over the years our dispatchers have had people pull guns on them in the lobby. (Ask Paul Trumblee, this happened to his mom). We also had a prisoner attempt to escape. I was off duty at the time and tackled him in front of the dispatch door still inside the facility. The Police Chief and Fire Marshal's offices were also moved upstairs at little expense. Had we left dispatch where it was, it would have cost over \$20K for bullet proof glass and wall panels alone.

We were also able to move the DMV office back into the Public Safety facility. We had previously been paying \$12K to rent another facility. So, this was a huge cost savings to

the city. In addition, the city left no money to heat the building, so we were able to work out a deal to rent the space vacated by city staff to the Alaska State Troopers. They pay the city \$30K in rent annually.

The staff has been working on upgrades to accommodate the public, but as you know these things take time and money. Since covid hit, we were able to capture some of those funds and upgraded access security and there are plans to install an upgraded intercom system to make the place more user friendly. Some painting and lobby furniture upgrades are also planned.

Cordova is not alone in allowing limited access to its facilities. Most places including city hall and CCMC have recordings that you must listen to before you can speak to a live person. CCMC doors are locked after 5 p.m. and you must be buzzed into the emergency room after hours. This is for staff safety.

The PD staff always tries to be accommodating but sometimes they are dealing with other things. One Officer, and one dispatcher may be handling multiple calls for both Cordova and Whittier, prisoners, and so on. To be more welcoming means hiring more staff.

- Officers are not visible and do not get out into the public.

They are out there. It is hard to be visible when there is only 1 officer per shift and almost half of the day shift officers time is spent going to and from, or at the airport. Pre-covid, officers did routine bar checks several times per shift, ate lunch at school with the kids when we had more officers, attended sporting events while on patrol, provided presentations in our schools, etc. I personally taught Active Shooter Response training each year from 2014 on. This training was provided by one guy, for grade K-12 at our schools, CCMC, Ilanka, NVE, TSA, Alaska Airlines and several more.

We identified the problem of having only one trainer a while ago and this past year we received a grant to provide training for additional trainers. That training is scheduled in a week or so.

Their rules of engagement changed from proactive to reactive due to covid as well. DPS guidelines suggest less interaction with the public to protect staff. I am really pleased that we have been able to protect our police, fire, and EMS responders from contracting covid.

- Reports of on-duty officers not wearing masks when interacting with individuals.

True in some cases. Again, this goes to new procedures to follow during covid. Officers do not wear their masks when close interaction and clear directions to people are given. Facial expression is important.

- Council mandates and rules not followed.

Not sure what you mean by this. If you are referring to the public, they generally were/are following them. We received very few substantiated reports and often the reports were relayed to the department hours, even days later which carry little weight from an enforcement purview.

- Accountability, oversight, and integrity.

The PD already must comply with annual audits and inspections by the state for the jail, Alaska Public Safety Information Network (APSIN), Alaska Mobile Radio (ALMR), and others. Part of the ALMR audit includes physical accountability for every single police, fire, and EMS radio, fixed based, mobile, and portable. That is hundreds of radios folks.

I have attached rough copies of Senate Bill 1 and Senate Bill 3 to this email. The federal and State governments, as well as the Alaska Police Standards Council (APSC) are making various changes to the way police officers and departments do business. Thankfully, our state has not taken a knee jerk reaction to these discussions like so many other state and local governments who are now regretting it. Several places that defunded and made drastic changes are now trying to pour millions of dollars back into their police efforts but are getting few officers that want to come back.

All of this is being added to the mounting requirements our officers must abide by. My suggestion is to wait and see what happens at the federal and state levels. Our law enforcement folks will have to be retrained in many areas and will have to receive new training to keep up with the ever-changing landscape of their jobs.

- Responsiveness to Police Survey feedback.

Chief Taylor and Helen are working on this. (I believe).

- Turning all complaints and lapses in judgment into opportunities for improvement.

The department has always done this. People make mistakes and we always tried to learn from them. Sometimes one on one, and sometimes through department wide training.

To sum up, Cordova's police department does not have the problems or need a culture change like many in the lower 48. Please stop trying to make it one. Take care of your people, and your departments. Even the most loyal dogs are only loyal to a point. The same can be said for people. I am always available if anyone has any questions or if I can be of help to you. Thank you for your time.

Respectfully,

Mike Hicks

SENATE BILL NO. 1

IN THE LEGISLATURE OF THE STATE OF ALASKA

THIRTY-SECOND LEGISLATURE - FIRST SESSION

BY SENATORS GRAY-JACKSON, Begich

Introduced: 1/19/21

Referred: Prefiled

A BILL

FOR AN ACT ENTITLED

1 **"An Act prohibiting the use of chokeholds by peace officers; and relating to justification**
2 **of use of force by peace officers."**

3 **BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:**

4 * **Section 1.** AS 11.81.370 is amended by adding a new subsection to read:

5 (d) A peace officer may not knowingly use a carotid restraint, tracheal choke,
6 or other restraint that impedes another person's breathing or circulation of blood in a
7 manner likely to produce a loss of consciousness except in situations for which deadly
8 force is authorized by law and the policy of the entity that employs the officer.

SENATE BILL NO. 3

IN THE LEGISLATURE OF THE STATE OF ALASKA

THIRTY-SECOND LEGISLATURE - FIRST SESSION

BY SENATORS GRAY-JACKSON, Begich

Introduced: 1/19/21

Referred: Prefiled

A BILL**FOR AN ACT ENTITLED**

1 **"An Act relating to the Alaska Police Standards Council; requiring a peace officer to**
 2 **attempt to de-escalate a situation and use alternative non-lethal methods of engagement**
 3 **before discharging a firearm; and requiring a peace officer to provide an oral warning**
 4 **before discharging a firearm."**

5 **BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:**

6 * **Section 1.** AS 18.65.220 is amended by adding a new subsection to read:

7 (b) The council shall adopt regulations that require a police officer, probation
 8 officer, parole officer, municipal correctional officer, or correctional officer to

9 (1) attempt to de-escalate a situation and exhaust all alternative non-
 10 lethal methods of engagement before discharging a firearm at or in the direction of
 11 another person; and

12 (2) provide an oral warning to a person against whom deadly force is
 13 intended to be used before discharging a firearm, if providing the oral warning is safe
 14 to attempt.

1 * **Sec. 2.** AS 18.65.240(a) is amended to read:

2 (a) A person may not be appointed as a police officer, except on a
3 probationary basis, unless the person (1) has satisfactorily completed a basic program
4 of police training approved by the council, which includes at least 12 hours of
5 instruction regarding domestic violence and at least 12 hours of instruction regarding
6 sexual assault, as those terms are defined in AS 18.66.990, **and instruction in use of**
7 **de-escalation techniques and alternative non-lethal methods of engagement**
8 **before discharging a firearm at or in the direction of another person,** and (2)
9 possesses other qualifications the council has established for the employment of police
10 officers, including minimum age, education, physical and mental standards,
11 citizenship, moral character, and experience. The council shall prescribe the means of
12 presenting evidence of fulfillment of these requirements.

13 * **Sec. 3.** AS 18.65.240(c) is amended to read:

14 (c) The council may deny or revoke the certificate of a police officer who does
15 not meet the standards adopted under (a)(2) of this section **or fails to comply with the**
16 **regulations adopted under AS 18.65.220(b)(1) and (2).**

17 * **Sec. 4.** AS 18.65.242(b) is amended to read:

18 (b) The council shall

19 (1) prescribe the means of presenting evidence of fulfillment of the
20 requirements set out in (a) of this section; and

21 (2) issue a certificate evidencing satisfaction of the requirements of (a)
22 of this section to an applicant who

23 (A) satisfies the requirements of (a)(1) of this section; and

24 (B) meets the minimum education standards of (a)(2) of this
25 section by satisfactorily completing a training program for municipal
26 correctional, correctional, probation, or parole officers established under
27 AS 18.65.230, including training regarding domestic violence that contains the
28 subjects set out in AS 18.66.310(d), **training in use of de-escalation**
29 **techniques and alternative non-lethal methods of engagement before**
30 **discharging a firearm at or in the direction of another person,** or a course
31 of instruction in another jurisdiction equivalent in content and quality to that

required by the council for approved municipal correctional, correctional, probation, or parole officer education and training programs in this state.

* **Sec. 5.** AS 18.65.245 is amended to read:

Sec. 18.65.245. Denial or revocation of certificate of municipal correctional, correctional, probation, or parole officer. The council may

(1) deny a certificate to an applicant for a municipal correctional, correctional, probation, or parole officer certificate if the applicant does not meet the standards adopted by the council under AS 18.65.242(a) **or fails to comply with the regulations adopted under AS 18.65.220(b)(1) and (2);**

(2) revoke the certificate of a municipal correctional, correctional, probation, or parole officer who, having been issued a certificate, fails to meet the standards adopted by the council under AS 18.65.242(a) **or fails to comply with the regulations adopted under AS 18.65.220(b)(1) and (2).**

* **Sec. 6.** AS 18.65.280(b) is amended to read:

(b) A political subdivision with an established police training program meeting the requirements of **AS 18.65.220(a)(2) and (3)** [AS 18.65.220(2) AND (3)] may exclude itself from the requirements of AS 18.65.240 by ordinance. The exclusion has no effect on eligibility to receive federal or state grants.

* **Sec. 7.** AS 18.65.670(c) is amended to read:

(c) The commissioner of public safety may adopt regulations related to village public safety officers, including minimum standards and training, criteria for participation by a community, a municipality, an Alaska Native organization, or a corporation, and the interaction between the Department of Public Safety and village public safety officers. Regulations adopted by the commissioner of public safety under this subsection may not prohibit village public safety officers who otherwise meet minimum standards and training from carrying firearms. If the commissioner of public safety adopts regulations regarding training for village public safety officers, at a minimum, that training must include disability training that provides training in the subjects set out in **AS 18.65.220(a)(3)** [AS 18.65.220(3)]. The commissioner of corrections may adopt regulations related to the functions of village public safety officers providing probation and parole supervision.

CITY OF CORDOVA



March 17, 2021

Senator Bert Stedman, Chairman
Senator Click Bishop, Chairman
Senate Finance Committee
State Capital Building
Juneau, Alaska

Subject: Testimony on FY22 State Budget

Dear Senate Finance Committee:

Thank you for the opportunity to provide written public testimony on the State's FY22 Operating & Capital Budgets.

Upgrading the Cordova Harbor is, without question, the top priority project for the City of Cordova. As the 11th largest seafood port in the nation, the fishing industry relies on the Cordova Harbor for moorage and services in support of the vessels that fish the Copper River and Prince William Sound.

Last year's FY21 Capital Budget proposal from Governor Dunleavy included \$5.5 million in the Harbor Matching Grant program for the Cordova harbor project. Cordova's harbor is the #1 project on the program's list for several years, but funding has never been included in the approved Capital Budget.

Two years ago, Cordova residents voted to approve local revenue measures to pay the required 1:1 match under the Harbor Matching Grant program. In addition to the local dollars matching dollars put forward, our project is "shovel ready". This project is essential to repair aging infrastructure that is critical to the economic base of this community and the Prince William Sound seafood industry.

Cordova again submitted our harbor project to DOTPF for FY22, and it has been placed back at the top of their priority list for the Harbor Matching Grant program. Funding for the project is included in the Governor's request for general obligation bonds (SB74).

Whether through the issuance of bonds or the regular Capital budget bill, please fund DOTPF's Harbor Matching Grant program in the FY22 Capital Budget.

Cordova's harbor is THE economic engine for our community, providing jobs and revenue to City of Cordova as well as for the State of Alaska. This project will fund essential repairs to a harbor

heavily used year-round by our commercial fishing fleet. Our community has already demonstrated its commitment to the project by approving a \$5M local match.

Thank you all for your efforts to put together a state budget in the face of difficult circumstances and working conditions. I respectfully ask that Cordova's Harbor will be included in the budget this year.

Sincerely,

A handwritten signature in blue ink that reads "Clay R. Koplin". The signature is written in a cursive style with a large, stylized "K" at the end.

Clay Koplin, Mayor
City of Cordova

CC: Senator Gary Stevens
Representative Louise Stutes

To: Cordova City Council
From: Mary Anne Bishop, 700 Fourth Street, Cordova
Date: March 31, 2021

RE: Inappropriate Use of "*News from City Hall*"

I am writing to express my dismay at the inclusion in the March 24 "News from City Hall" email an announcement by the private company Points North Heli-Adventures advocating for their helicopter skiing permit request to the Forest Service and encouraging "locals to submit public comments."

I regularly read the City's newsletter and I have never seen a private company allowed to promote their agenda. It sets a dangerous precedent.

The City owes the citizens of Cordova an apology for printing the Points North infomercial announcement and owes it to all of us to never again let a private company or citizen promote their private/personal agendas via the City Newsletter. Any private group or citizen has available The Cordova Times or other social media tools to promote their message - but not in a widely distributed, non-partisan city email.

Thank you for your consideration of my request.

MEMORANDUM

**TO: CORDOVA CITY COUNCIL
CITY MANAGER HELEN HOWARTH
CITY CLERK SUSAN BORGEOIS**

FROM: HOLLY C. WELLS

**RE: ORDINANCE 1195: DEFINING “SUBSTANTIAL FINANCIAL
INTEREST” AND UPDATING CONFLICT OF INTEREST PROVISIONS**

CLIENT: CITY OF CORDOVA

FILE NO.: 401,777.261

DATE: APRIL 1, 2021

Introduction

Ordinance 1195 proposes changes to the Cordova Municipal Code to:

1. Define what constitutes a “financial interest” and a “substantial financial interest” under the Code;
2. Update conflict of interest Code provisions to conform to State of Alaska statutory law and recent case precedent;
3. Codify the common law “rule of necessity” so that the public and all public officials understand when and why a conflicted official may be permitted to cast a vote;
4. Revise Code provisions governing the Historic Preservation Commission and the Advisory Parks and Recreation Commission to remove conflict of interest provisions that are inconsistent with provisions applying to all commissions and boards; and
5. Update Code language to reflect current formatting and drafting conventions.

The purpose of this memorandum is to provide Council with insight regarding the most substantive of these changes, namely the addition of the “substantial financial interest” definition and codification of the “rule of necessity.”

“Substantial Financial Interest” Definition

At the 2021 general election, Cordova voters adopted revisions to City Charter Section 5-19. One of the revisions to Charter Section 5-19 clarifies that any contracts between elected City officials and the City, or the City Manager and the City, constituting a “substantial financial interest” must be awarded via competitive procurement. Although the Code uses the term “substantial financial interest” in numerous provisions, neither the Code nor the Charter contain a definition of what constitutes a “financial interest” or when a financial interest is “substantial.” In order for Council and other elected officials to comply with and interpret City Charter Section 5-19, a definition of “substantial financial interest” was needed.

While virtually all municipalities limit official actions in which officials have a “substantial financial interest”, many municipalities have not adopted a definition for this term. Without a definition, officials, and the government bodies on which they sit are left to determine what constitutes a “substantial financial interest” without direction or foresight. As a result, decisions regarding what constitutes a “substantial financial interest” are often inconsistent and struggle to survive court challenges. This inconsistency not only creates legal vulnerability, but it also leads to uncertainty by both the officials and the public they serve.

In an attempt to remedy these issues, many municipalities adopt a definition of “substantial financial interest.” Some define a “substantial financial interest” as an interest above a specified dollar amount. Others adopt a balancing test. Specifying a specific amount provides members clear direction on when they have, or do not have a substantial financial interest. That said, while using an exact number can bring clarity, it can also lead to lawsuits. The Alaska court determines whether or not a conflict of interest exists based upon many factors and depending on the situation, these factors may or may not include the dollar value of the interest. Conversely, while the adoption of a balancing test to determine “substantial financial interest” aligns closer to the courts’ approach, it can also be easily manipulated to avoid disclosure and leaves public officials wondering exactly how to apply and interpret the factors.

Given the limitations of both approaches, the Ordinance adopts a hybrid approach. It incorporates the balancing test when determining if there is a conflict but also includes a specific monetary amount that, if reached, will presumably constitute a “substantial financial interest” unless the body finds otherwise.

More specifically, as proposed in the Ordinance, “financial interest” is defined as:

an interest in or control of an asset or debt or a position in an organization or business held by a person or a member of that person’s household which

may produce or has produced monetary gain or loss. A “financial interest” does not include any interest or control that is the equivalent of or arises from an interest held by the public-at-large or a substantial class of persons to which the person belongs as a member of a profession, occupation, industry, or region. An interest in a membership, appointment, or unpaid volunteer position with a nonprofit or public entity is not a “financial interest” unless the position is compensated. A mere stipend for meeting attendance or expenses associated with a volunteer position does not constitute compensation.

“Substantial financial interest” is defined as follows:

A financial interest that the presiding officer or governing body determines is substantial after weighing the following factors:

1. Whether the financial interest is a substantial part of the consideration;
2. Whether the financial interest will be significantly impacted or changed by the outcome of the official action;
3. Whether the financial interest is immediate and known or attenuated and dependent on factors beyond the official action; and
4. Whether a reasonable person would consider the financial interest significant and would expect a person to take actions and make decisions to protect that financial interest.

Notwithstanding these factors, a financial interest that would result in a pecuniary gain or loss exceeding \$5,000 in a single transaction or more than \$10,000 in the aggregate in 12 consecutive months is presumed to be “substantial” unless City Council or the board or commission taking the official action determines that the financial interest under the specific circumstances is not substantial.

When considering the Ordinance, Council should consider what the “substantial financial interest” monetary cap should be. It should also consider the factors influencing whether or not a member has a “substantial financial interest” and if these factors make sense for the City.

Rule of Necessity

Another substantive revision proposed in the Ordinance is the codification of the “rule of necessity.” Legislators and law makers have long recognized that in small towns like Cordova, it is possible that a matter will arise that desperately needs action but that cannot be acted upon without permitting one or more conflicted members to cast their vote. Generally, action items can be postponed until a quorum can be established and a

sufficient number of non-conflicted members present. Occasionally, however, an action item is time-sensitive, and waiting could have serious irreversible consequences for the City. In these scenarios, the courts have consistently applied the “rule of necessity.” While many municipalities simply apply this common law rule when needed, codifying the rule and its required limitations ensures that officials and the public are aware of the rule and its limits. It also ensures that if the rule is applied, it is done so properly and in compliance with the limitations courts have placed on the use of the rule.

The “rule of necessity” proposed in the Ordinance requires a conflicted member to be able to cast a vote on an official action where:

1. The exclusion of the conflicted member reduces the number of available voting members to less than the minimum number required to approve the official action;
2. No other body of the City has jurisdiction and authority to take the official action on the matter; and, perhaps most importantly,
3. The official action cannot be set aside to a later date, within a reasonable time, when Council or the governing body at issue could obtain the minimum number of members to take action who are not excused for conflicts of interest.

These criteria are the requirements adopted by the courts. The rule of necessity is an extreme and disfavored remedy and should only be used after consulting with the Clerk and the City Attorney.

Other Revisions

The revisions discussed throughout this memo reflect the most substantive, but not all, changes in the Ordinance. I will be available, if needed, to attend the upcoming Council meeting virtually and to provide more detailed and specific discussions regarding each of the revisions to the Code proposed in the Ordinance.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1195**

AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING CORDOVA MUNICIPAL CODE CHAPTER 3.10 “CONFLICTS OF INTEREST” TO UPDATE CONFLICT OF INTEREST DECLARATION PROCESSES, INCORPORATE THE COMMON LAW “RULE OF NECESSITY” THAT PERMITS CONFLICTED OFFICIALS TO VOTE WHEN NECESSARY, AND DEFINING SUBSTANTIAL FINANCIAL INTERESTS AND OFFICIAL ACTIONS AND AMENDING CMC CHAPTER 18.90 “HISTORIC PRESERVATION COMMISSION” AND CMC CHAPTER 3.52 “ADVISORY PARKS AND RECREATION COMMISSION” TO STREAMLINE CONFLICT OF INTEREST COMMISSION REQUIREMENTS AND UPDATE FORMATTING AND LANGUAGE

WHEREAS, at the 2021 general election, Cordova voters amended City of Cordova (“City”) Charter Section 5-19 to, in part, clarify that contracts between elected City officials and the City, or the City Manager and the City, constituting a “substantial financial interest” must be awarded via competitive procurement; and

WHEREAS, Cordova Municipal Code Chapter 3.10 entitled “Conflicts of Interest” prohibited City officials and employees from participating in official actions where they had a “substantial financial interest”; and

WHEREAS, it is in the City’s best interest to define what constitutes a “substantial financial interest” and to revise and update language governing the process for declaring and ruling upon conflicts of interest throughout City Code; and

WHEREAS, it is also in the City’s best interest to codify the common law “rule of necessity” to permit City officials to participate in official actions in which they have substantial financial interests when and only when certain strict criteria are met,

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

Section 1. Cordova Municipal Code Chapter 3.10 – Conflicts of interest is amended to read as follows:

Chapter 3.10-Conflict of Interest

3.10.010-Conflicts of interest-Council members.

3.10.020 Conflicts of interest-Board and commission members.

3.10.030-Conflict of interest-Other city officers and employees.

3.10.040-Exemption from state financial disclosure laws.

3.10.050-Definitions.

3.10.010 - Conflicts of interest—Council members.

A. Except as otherwise provided in this section, no Council member or the Mayor shall participate in an official action in which he or she has a substantial financial interest. Participation in an official action includes voting, debating or discussing a matter with Council members or any person authorized to act on the matter.

~~BA. Immediately after the Council approves the agenda at a regular or special meeting, the Mayor and each Council member shall declare any financial interest in an official action-matter appearing on the agenda and ask to be excused from participating in the matter if the disclosed financial interest is substantial. Any member, and may question whether another Council member or the Mayor such officer has a substantial financial interest in an official action a-matter appearing on the agenda, and should be excused from participating in the matter.~~

~~CB. Once a financial interest has been disclosed by a Council member, the Mayor shall determine whether or not the interest exists and, if so, if it is substantial. If the Mayor or a Council member discloses a financial interest held by the Mayor, the City Council shall determine if the Mayor has a substantial financial interest. The mayor shall rule on whether a council member should be excused due to a substantial financial interest.~~

~~DC. A determination of the Mayor under this section may be overridden by a majority vote of Council. The decision of the mayor on whether a council member should be excused due to a substantial financial interest may be overridden by a majority vote of the council, and a majority vote of the council shall determine whether the mayor has a conflict of interest.~~

~~D. A council member who has been ruled to have a substantial financial interest in a matter before the council shall not participate in the discussion of the matter or vote on the matter.~~

~~E. If the Mayor is ruled to have a substantial financial interest in a matter before the council, the Mayor shall yield the chair to the Vice Mayor vice mayor during the Council discussion and its vote on the matter, and shall not participate in the discussion of or vote on the matter.~~

~~**F. Rule of Necessity. Exceptions to a ruling excusing a Council member from participation shall be made in cases where:**~~

~~**1. By reason of being excused for conflicts of interest the number of Council members is reduced to less than the minimum number required to approve the official action;**~~

~~**2. No other body of the City has jurisdiction and authority to take the official action on the matter; and**~~

~~**3. The official action cannot be set aside to a later date, within a reasonable time, when Council could obtain the minimum number of members to take action who are not excused for conflicts of interest.**~~

~~**When Council determines this exception applies, then all members, except the applicant when the applicant is a Council member, shall participate in the official action.**~~

3.10.020 - Conflicts of Interest—Board and commission members.

~~**A. Except as otherwise provided in this section, a City board or commission member may not participate in an official action in which the member has a substantial financial interest. Participation in an official action includes voting, debating or discussing a matter with members of the body or any person authorized to take official action on the matter.**~~

BA. Immediately after a ~~city~~ **City** board or commission approves the agenda at a ~~regular or special~~ meeting, each member having a financial interest in ~~an official action~~ **matter** appearing on the agenda shall declare the financial interest and ask to be excused from discussing and voting on the matter **if the disclosed financial interest is substantial.** ~~Any, and any~~ member may question whether another member has a **substantial** financial interest in ~~an official action~~ **a matter** appearing on the agenda, ~~and should be excused from discussing and voting on the matter.~~

CB. **Once a financial interest has been disclosed by a commission or board member, the presiding officer shall determine if the financial interest exists and, if so, whether or not it is substantial.** ~~The presiding officer shall rule on whether a board or commission member should be excused due to a substantial financial interest.~~

DE. The ~~determination~~ **decision** of the presiding officer **under this section** ~~on whether a board or commission member should be excused due to a substantial financial interest may be overridden by a majority vote of the board or commission.~~

ED. A board or commission member who has been ruled to have a substantial financial interest in a matter before the board or commission shall not participate in the discussion of the matter or vote on the matter.

F. Rule of Necessity. Exceptions to a ruling excusing a member from participation shall be made in cases where:

1. By reason of being excused for conflicts of interest the number of members of the commission or board eligible to vote is reduced to less than the minimum number required to approve the official action;

2. No other body of the City has jurisdiction and authority to take the official action on the matter; and

3. The official action cannot be set aside to a later date, within a reasonable time, when the body could obtain the minimum number of members to take action who are not excused for conflicts of interest.

When the body determines this exception applies, then all members, except the applicant when the applicant is a member of the body, shall participate in the official action.

3.10.030 - Conflicts of interest—Other City officers and employees.

A City officer or employee ~~may not, other than a council member or a member of a city board or commission, may not~~ participate in an official action in which the officer or employee has a substantial financial interest.

3.10.040 - Exemption from state financial disclosure laws.

At a special election held on September 2, 1975, the voters of the City approved propositions that exempted the City from the requirements of AS 39.50 Conflict of Interest and AS 15.13 State Election Campaigns.

3.10.050-Definitions

As used in this chapter and throughout the City Charter and Code, unless the context otherwise requires, the following terms shall have the meanings set forth in this section:

A. “Financial interest” means an interest in or control of an asset or debt or a position in an organization or business held by a person or a member of that person’s household which may produce or has produced monetary gain or loss. A “financial interest” does not include any interest or control that is the equivalent of or arises from an interest held by all members of the public or a substantial class of persons to which that person belongs as a member of a profession, occupation, industry, or region. An interest in a membership, appointment or unpaid volunteer position with a nonprofit or public entity is not a “financial interest” unless the position is compensated. A mere stipend for meeting attendance or expenses associated with a volunteer position does not constitute compensation.

B. “Official action” means a recommendation, decision, approval, disapproval, vote, or other similar action made while serving as a City Council member, a City commission or board member or as a City employee or officer, including City Manager.

C. “Substantial financial interest” means a financial interest that the presiding officer or governing body determines is substantial after weighing the following factors:

1. Whether the financial interest is a substantial part of the consideration;
2. Whether the financial interest will be significantly impacted or changed by the outcome of the official action;
3. Whether the financial interest is immediate and known or attenuated and dependent on factors beyond the official action; and
4. Whether a reasonable person would consider the financial interest significant and would expect a person to take actions and make decisions to protect that financial interest.

Notwithstanding these factors, a financial interest that would result in a pecuniary gain or loss exceeding \$5,000 in a single transaction or more than \$10,000 in the aggregate in 12 consecutive months is presumed to be “substantial” unless City Council or the board or commission taking the official action determines that the financial interest under the specific circumstances is not substantial.

Section 2. Cordova Municipal Code 18.90 – Cordova ~~h~~Historic ~~p~~Preservation ~~e~~Commission established, is amended to read as follows:

18.90.010 - Cordova ~~h~~Historic ~~p~~Preservation ~~e~~Commission established.

A. There is created a historic preservation commission. In this chapter, “the Commission” refers to the Cordova Historic Preservation Commission. The ~~C~~Commission shall have seven members which shall consist of ~~one currently sitting a~~ a member of the Cordova ~~P~~Planning ~~C~~Commission, ~~one current a~~ a member of the Cordova ~~H~~Historical ~~S~~Society, ~~one a~~ a member selected by the ~~N~~Native ~~V~~Village of Eyak and four ~~public~~ additional members appointed by the ~~M~~Mayor and confirmed by ~~C~~City ~~C~~Council. At least

~~One of the~~ **four additional** ~~public-members shall be a Cordova resident with a demonstrated interest or knowledge of historic preservation~~ **and three of the additional members** ~~. The final three members shall be professionals, as defined by the National Park Service Regulations, from the disciplines of history, architecture or architectural history, and archaeology.~~

B. Ex Officio Members. The ~~M~~City ~~M~~Manager shall be ex officio members of the ~~C~~Commission and shall **be permitted to participate in discussions as members of the Commission** ~~have the privilege of the floor, but~~ **shall not** ~~no right to vote~~ **on matters before the Commission**.

C. Terms of Office. Members of the ~~C~~Commission shall be appointed for three-year terms, provided however, that in the first instance two members shall be appointed for one year, two members appointed for two years and three members appointed for three years.

D. Filling of Vacancies. Appointments to fill vacancies shall be for the unexpired term of the vacated position.

Section 3. Cordova Municipal Code 18.90.020 – Cordova historic preservation commission-Officers, is amended to read as follows:

18.90.020 - Cordova ~~h~~Historic ~~p~~Preservation ~~e~~Commission—Officers.

A. The ~~C~~Commission shall annually organize and elect a chair, vice-chair, and secretary at the first meeting of a new fiscal year.

B. The chair~~person~~ shall preside over the meetings of the ~~C~~Commission and shall exercise all powers usually incident to the office and shall **have the power to participate in discussions and vote on all matters before the Commission** ~~be a voting member with full right to have his vote recorded in all deliberations of the commission.~~

C. The ~~V~~Vice-~~C~~Chair~~person~~ shall assume the duties of the ~~C~~Chair in **the Chairperson's** absence. In case of the absence of both the ~~C~~Chair and the ~~V~~Vice-~~C~~Chair, the members present may elect a temporary chair for the meeting who shall, during such meeting, have full powers of the ~~C~~Chair.

D. The ~~S~~Secretary shall be responsible for taking and typing minutes of all meetings of the ~~C~~Commission, and for providing the minutes to the ~~C~~City ~~C~~Clerk for distribution and recordkeeping.

Section 4. Cordova Municipal Code 18.90.030 – Cordova ~~h~~Historic ~~p~~Preservation ~~e~~Commission-Meetings, is amended to read as follows:

18.90.030 - Cordova Historic Preservation Commission—Meetings.

A. The ~~C~~Commission shall meet regularly at a time and place set by the ~~C~~Commission. The ~~C~~Commission will meet twice a year at a minimum. The commission shall conduct business in accordance with the Open Meeting Laws of Alaska. ~~This includes adequate public notice of all meetings including the meeting time, place and agenda items.~~ **The Commission shall publish notice of the time, place, and agenda items for all meetings.** Notice of postponement of any regular meeting must be given to each member and to the public at least ~~24~~twenty-four hours in advance.

B. Special meetings may be called by the Chairperson and at such times as the Commission may determine necessary provided that at least ~~24~~^{twenty-four} hours' notice of a special meeting is given to the public and to each Commission members at their established residences or businesses, and to the public.

C. The Commission shall keep minutes of its proceedings showing the vote on each issue and the number absent or failing to vote. The Commission shall keep records of its official actions, all of which shall be filed in the office of the City Clerk and shall be kept as a public record.

D. A majority of the membership of the Commission shall constitute a quorum for the transaction of business. A public hearing may be opened and comments received without a quorum of the Commission present, and action taken at the next meeting at which a quorum is present. Commission members may participate in and vote on a matter even if they were not present at the public hearing so long as they have been provided the minutes from the public hearing before voting on the matter. ~~provided that no action may be taken on any issue until minutes have been received by absent commission members. Action can then be taken at the next meeting. Action can be taken after the public hearing if a quorum is assembled and all members present are informed of the substance of public testimony.~~

E. The Commission shall conduct business using the latest edition of Robert's Rules of Order. All main motions shall be made in the affirmative.

~~F. Any member who has a substantial personal interest or financial interest of any kind in any questions being voted upon shall identify his interest and declare a possible conflict of interest. He shall not be excused from voting thereon except with the concurrence of the majority of the members present.~~

~~F~~G. Any member of the Commission anticipating an absence from Commission meetings shall so advise the Commission. A member who misses three consecutive regular meetings without prior excuse shall automatically be recommended for replacement to the Mayor.

~~G~~H. All recommendations by the Commission to the Planning Commission or to the City Council shall be made by resolution. Resolutions shall be numbered consecutively within each year according to the sequence of approval and shall be signed by the chair and secretary.

~~H~~I. Rules and procedures of the Commission may be amended at any regular or special meeting by a majority vote of the membership of the Commission.

Section 5. Cordova Municipal Code 3.52.010 - Advisory ~~p~~Parks and ~~r~~Recreation ~~e~~Commission created, is amended to read as follows:

3.52.010 - Advisory ~~p~~Parks and ~~r~~Recreation ~~e~~Commission created.

The~~A~~ Cordova Addvisory ~~P~~Parks and ~~R~~Recreation Commission is established. In this chapter, "the Commission" refers to the Cordova Advisory Parks and Recreation Commission. The Commission shall conduct business and have the powers and duties set forth in this chapter. The Commission shall have the authority to draft its own by-laws to supplement and carry out the provisions of this chapter. The Parks and Recreation Director shall serve as staff to the Commission and in the absence of a Director, the Planning Director shall serve as staff.

Section 6. Cordova Municipal Code 3.52.040 - Advisory parks and recreation commission-Meetings, is amended to read as follows:

3.52.040 - Advisory ~~p~~Parks and ~~r~~Recreation ~~e~~Commission—Meetings.

A. The Commission shall meet regularly at a time and place set by the Commission. The public shall be notified of the Commission meeting schedule ~~through the media~~ as required by the Cordova Municipal Code. Notice of postponement of any regular meeting must be given to each Commission member in advance.

B. Special meetings may be called by the Chair or at such times as the Commission may determine necessary provided that at least ~~twenty-four~~24-hour notice of a special meeting is given to the public and each Commission member at the member's ~~his/her~~ established residence or business, ~~and to the public.~~

C. All meetings of the Commission shall be open to the public with the exception of executive sessions. Executive sessions are closed to the public; however, no final action may be taken on any question during an executive session. Executive sessions shall be conducted in strict compliance with state and municipal law.

D. The Commission shall keep minutes of its proceedings showing the vote upon each question. The Commission shall keep records of its official actions, all of which shall be filed with the City Clerk ~~in the office of the city clerk~~ and shall be kept as a public record.

E. A majority of the membership of the Commission shall constitute a quorum for the transaction of business. A public hearing may be opened and comments received without a quorum of the Commission present, provided that no action be taken on the issue until records of public testimony and any relevant reports have been received by absent Commissioners. Four affirmative votes are needed to pass any motion.

F. The Commission shall conduct business using the parliamentary procedures adopted by the Commission in its by-laws.

~~G. Any member who has a substantial personal or financial interest of any kind in any question being voted upon shall identify his/her interest and declare a possible conflict of interest. He/she shall not be excused from voting thereon except with concurrence of the majority of other members present.~~

GH. All recommendations by the Commission to Cthe city Council shall be made by resolution. Resolutions shall be numbered consecutively ~~consequently~~ within each year according to the sequence of approval, shall be signed by the chair and secretary, and the motion adopting the resolution shall show the vote of the Commission members present.

HH. The agenda and memorandum for each meeting shall be set by staff at the direction of the Chair and shall be available to each member at least ~~twenty-four~~24 hours prior to the meeting.

IJ. Rules and procedures of the Commission may be amended at any regular or special meeting by a majority vote of the membership of the Commission.

Section 7. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading:

2nd reading and public hearing:

PASSED AND APPROVED THIS _____ DAY OF _____, 2021.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

**CITY OF CORDOVA, ALASKA
RESOLUTION 04-21-16**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA
SUPPORTING DEVELOPMENT OF AN AVIATION HISTORY MUSEUM IN
CORDOVA, ALASKA**

WHEREAS, the City of Cordova recognizes the community of Cordova has a rich pioneering aviation history, and

WHEREAS, this legacy needs to be preserved and displayed for future generations; and

WHEREAS, the City of Cordova recognizes the economic development opportunities that would be created by the availability of such a facility to increase visitor interest and enhance their experience in Cordova; and

WHEREAS, the educational opportunities derived from such a facility would benefit local schools and serve as an attraction for schools in neighboring communities and stimulate interest in all facets of history; and

WHEREAS, the owner of the museum-quality restored original Cordova Air Bellanca Pacemaker tail number NC36M has expressed interest in siting the plane in Cordova; and

WHEREAS, the Mudhole Smith family owns and may make available the original and historical 1939 Cordova Air hanger still in use at the Cordova Municipal Airport at Eyak Lake; and

WHEREAS, Cordova citizens, Historical Society, and aviation industry have expressed interest in developing and supporting an Aviation History Museum in Cordova.

NOW, BE IT THEREFORE RESOLVED, that the Council of the City of Cordova, Alaska, supports the development of the Cordova Aviation History Museum.

PASSED AND APPROVED THIS 7th DAY OF APRIL 2021.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM 22
City Council Meeting Date: 4/7/2021
CITY COUNCIL COMMUNICATION FORM

FROM: Samantha Greenwood, Public Works Director
DATE: 3/30/21
ITEM: Impound lot direction
NEXT STEP: Direction to City Manager to fund the chain link fence and security upgrades at the impound lot

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST/ISSUE: Direction to City Manager on funding for the chain link fence and security upgrades at the impound lot.

II. RECOMMENDED ACTION: Council suggested motion “I move to direct the City Manager to draft an ordinance to transfer \$100,000 from the permanent fund to finance the chain link fence and security upgrades at the impound lot.”

OR...

“I move to direct the City Manager to provide a funding solution for the chain link fence and security upgrades at the impound lot during the 2021 Budget review that is forthcoming”

III. FISCAL IMPACTS: This item is not budgeted.

IV. BACKGROUND INFORMATION: At the March 3, 2021 City council meeting the council referred the impound lot discussion back to staff to clarify these four items, staff has added the fifth item..

1. Container/Fencing hybrid option cost.
2. Examples of the chain link fences with privacy slats.
3. Cost of security.
4. Fiscal note/funding solution
5. Snow plowing – staff’s item

See Attachment A for more detail.

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

VI. SUMMARY AND ALTERNATIVES: Council could choose to continue using impound lot for derelict/abandoned vehicles and the public safety parking lot for evidence and high value vehicles.

Attachment A

The staff's recommendation is the chain link fence option at the impound lot.

- Least amount of site prep
- No maintenance
- Most useable space for storage and maneuverability for equipment
- Least cost to the city and staff
- Privacy fence is aesthetically pleasing
- Snow plowing will not be an issue - fence will be installed permanently unlike the previous fence which did not have cemented posts

Council Concerns

1. Container fencing hybrid option cost.

The hybrid container options eliminate half of the containers but increases the fencing cost. There would be additional square footage without the containers on the back and side of the lot. Included in the price is the cost to insulate two containers so that they can be used for storage. This has also been added to all container fence option. Containers would require shoveling and general maintenance.

Hybrid Container Fencing

5 used containers \$15,000 shipped. 3 @ 20 feet and 2 @ 40 feet

Electric cantilever gate with keypad security \$28,000

Razor ribbon \$547.99

Barbed wire \$192

Barbed wire \$2,152.06

Fencing for gaps \$6,000

Man-Gate with lock \$550.00

\$40 -10'x 6"X 6" Pressured treated (get connexes off ground) \$1720.00.

Insulation of one 20 foot and one 40 foot \$8000

Total cost for materials and estimated labor \$83,848

Total cost for Security utilities and lighting \$20,500

Total cost \$104,348.00

2. Examples of chain link fences with privacy slats

See attached PowerPoint for photos. The chain-link fence cost includes the privacy slats. The original quote expired. The new is more expensive due to the increase in material costs.

3. Cost of Security

We received a quote of \$12,000 for the purchase and installation of the (2) security cameras and the feed/set up to the dispatch office. Utilities and lighting \$8,500.

The total cost for security is \$20,500

4. Fiscal Note

There are two suggested motions to fund the project. The permanent fund and directing staff to provide a funding solution at the forthcoming budget review.

Staff's item

5. Snowplowing

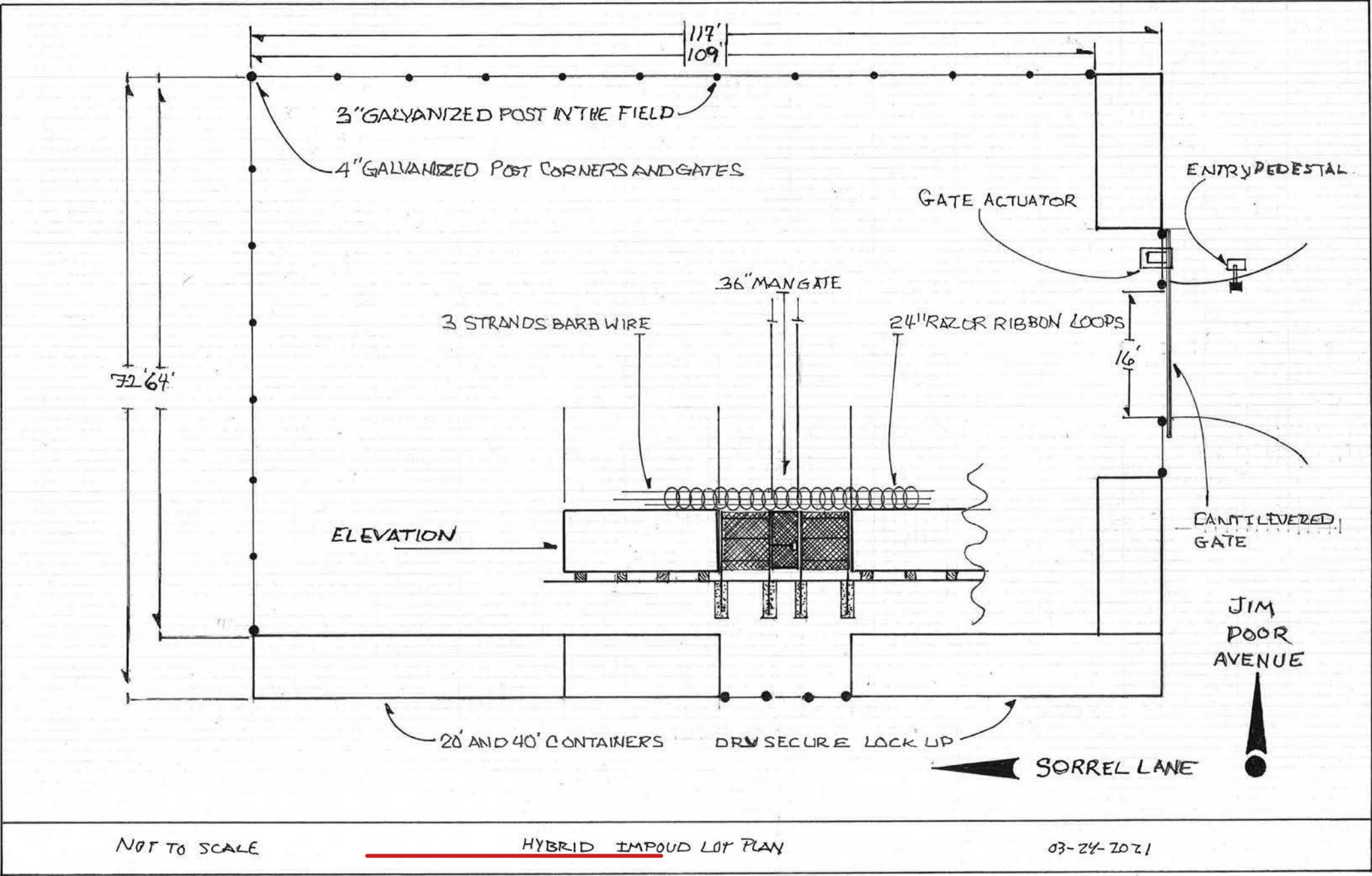
There are numerous chain link fences in the area near the impound lot which have survived many winters of snow plowing without damage. These fences were properly installed by a professional. In the PowerPoint, there is a diagram of how the fence will be installed, including the posts being secured in cement and a 3-rail system spanning the fence for extra support.



Impound Lot

1. Hybrid Fence design
2. Snow Plowing
3. Chain Link Fence with Privacy Slats
4. Security Options

Hybrid
Container
Fencing

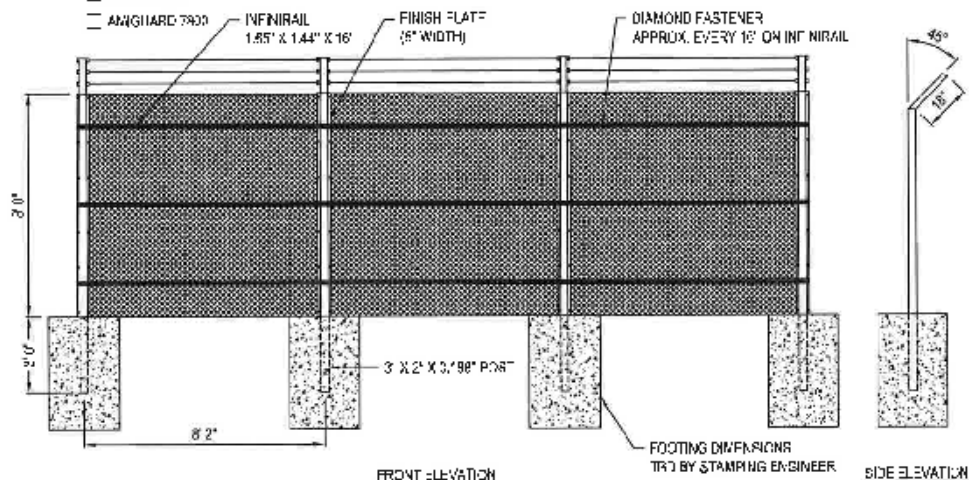




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MANUFACTURER NOTES

- CONSTRUCTION VARIES BETWEEN 6000 SERIES AND 7000 SERIES MESH (6000 SERIES SHOWN)

7000 SERIES MESH

POST SIZE: 4\"/>

POST TO POST: 8' O.C.

BREAKAWAY NJT: 6 PER PANEL SECTION

NOTES:

1. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
2. DO NOT SCALE DRAWING.
3. THIS DRAWING IS INTENDED FOR USE BY ARCHITECTS, ENGINEERS, CONTRACTORS, CONSULTANTS AND DESIGN PROFESSIONALS FOR PLANNING PURPOSES ONLY. THIS DRAWING MAY NOT BE USED FOR CONSTRUCTION.
4. ALL INFORMATION CONTAINED HEREIN WAS CURRENT AT THE TIME OF DEVELOPMENT BUT MUST BE REVIEWED AND APPROVED BY THE PRODUCT MANUFACTURER TO BE CONSIDERED ACCURATE.
5. CONTRACTOR'S NOTE: FOR PRODUCT AND COMPANY INFORMATION VISIT www.CADdetails.com/info AND ENTER REFERENCE NUMBER 3385-010



8' TALL, 3 RAIL SERIES

AMIGUARD PERIMETER SYSTEM: 8' X 8', 3 RAIL SERIES WITH 3 STRAND 45\"/>

3385-010

REVISION DATE 24/01/2018

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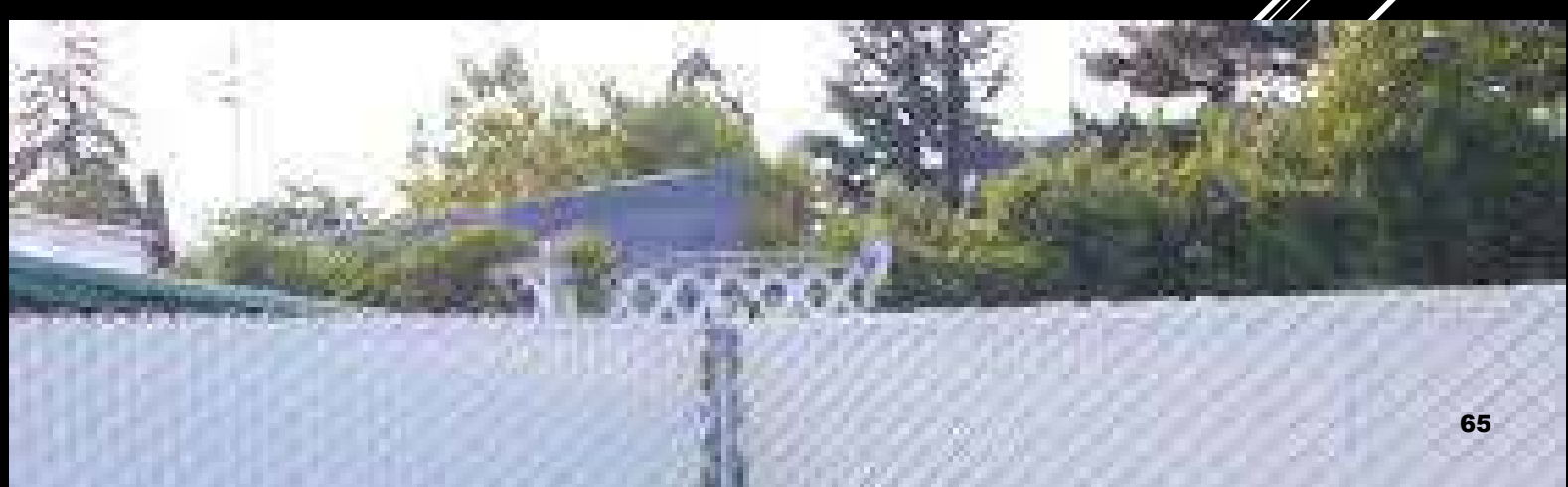
CADdetails.com

Snow Plowing



Fence will be properly installed. These are examples of existing fences in the North fill area. These have survived many winters of snow plowing without damage.

Privacy Chain Link Fences



Security System

Security camera - estimated cost \$12,000

- Includes all aspects of set-impound lot and police station
- Day and night camera

Additional estimated utility and lighting expenses

1. Utilities to the lot – electric, internet & lighting
\$8500 - CTC, CEC and all wiring

Total additional cost that will be added to
All fencing options \$20,500



Fence Option	Cost	Security, Utilities & Lighting	Total Cost
Chain Link Fence	\$78,740*	\$20,500	\$99,240
Container Fence	\$99,771	\$20,500	\$120,272**
Hybrid Container Fence	\$83,848	\$20,500	\$104,348

* Previous quote was expired. Price increase is due materials price increases.

**Container fence cost includes insulation of 2 containers and estimated labor.

In Summary

Staff Recommends the chain link fence and security upgrades

- 1. Least amount of site prep**
- 2. No maintenance**
- 3. Most useable space for storage of vehicles and maneuverability for equipment**
- 4. Least cost to city and staff**
- 5. Privacy fence is aesthetically pleasing**
- 6. Snow plowing will not be an issue - fence will be installed with concrete unlike the previous fence at the impound lot which did not have posts in the ground**



AGENDA ITEM 23
City Council Meeting Date: 4/7/2021
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 03/18/2021
ITEM: Vice Mayor Election
NEXT STEP: Majority voice or roll call vote

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: Council election of a Vice Mayor.

II. RECOMMENDED ACTION / NEXT STEP: Council nominates one or more council members to serve as Vice Mayor for one year. Suggested motion:

I move to nominate Council member _____ to serve as Vice Mayor until the first meeting after the beginning of the terms of those elected in the 2022 Regular City Election.

III. FISCAL IMPACTS: none

IV. BACKGROUND INFORMATION: See charter references on next page. Most important role of Vice Mayor is chairing meetings in the Mayor's absence and otherwise taking on the role of Mayor when Mayor is absent (charter 2-2). Elections changed this year so that we were able to certify the election at a regular meeting (the second meeting in March), it used to be done at a special meeting 8 days after the election. The charter is clear that the terms of office begin the day after certification (see charter 10-2) which means they began on March 18. The first meeting after March 18, is tonight's April 7 meeting. Therefore, Council is electing a Vice Mayor tonight.

V. LEGAL ISSUES: see charter references attached

VI. SUMMARY AND ALTERNATIVES: Council can either vote aloud, by roll call vote, or by secret ballot for a nominee or nominees.

Charter:

Charter section 2-2 reads as follows:

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.

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.

Pending Agenda (PA) Primer

What is Pending Agenda?

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

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

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

How do you get something ON Pending Agenda?

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

How do you get something OFF Pending Agenda?

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

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

What is NOT appropriate for Pending Agenda?

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

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



City Council of the City of Cordova, Alaska

Pending Agenda April 7, 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) | Concept of Council Elections going to at large instead of designated seats - Aug/Sept 21 | 3/17/2021 |
| 2) | Plan/schedule for departmental site visits/work sessions – summer 2021. | 3/17/2021 |
| 3) | City impound lot - best place for this-referred at 3/3/21 mtg; staff to bring back tonight (4/7/21) | 3/3/2021 |
| 4) | Ordinance change (Title 4) before a new CBA gets negotiated - so Council has a role in approval process | 2/17/2021 |
| 5) | Public Safety Resources - discussion | 1/20/2021 |
| 6) | City addressing - Manager to report back with a recommendation after January 2021 | 11/4/2020 |
| 7) | RFP for City Assessor - to discuss at 2021 budget prep | 9/16/2020 |
| 8) | City land management (disposal etal) including disposition of proceeds into City funds | 2/19/2020 |
| 9) | City Manager authority re: purchases/contracts and whether budgeted/unbudgeted - new finance director | 2/19/2020 |

B.	Resolutions, Ordinances, other items that have been referred to staff	date referred
----	---	---------------

- | | | |
|----|---|------------|
| 1) | Res 03-21-13 support for snow avalanche and landslide hazards assessment | 3/17/2021 |
| 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 (before Council changeover after election) - next Feb 2022 | | | |
| 6) | Manager's evaluation - each year in Jan - next one January 2022 | | | |

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

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

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  	
4 	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	Notes				

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

May 2021

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	1
2	3	4	5	6		8
			7:00 Council reg mtg CCAB			Shorebird May 6 - 9
9	10	11	12	13	14	15
		6:30 P&Z CCAB	6:00 Harbor Cms CCM 7:00 Sch Bd HSL			
16	17	18	19	20	21	22
			5:30 CTC Board Meeting			
			7:00 Council reg mtg CCAB			
23	24	25	26	27	28	29
			6:00 CEC Board Meeting			
		6:00 P&R CCM		6:00 CCMCAB HCR		
30	31	Notes				

Memorial Day
City Hall
Offices Closed

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

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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 2, 2021 March 6, 2018	March-24
3 years	CouncilSeatD@cityofcordova.net		
Seat E:	Anne Schaefer	March 2, 2021 March 6, 2018 December 6, 2017	March-24
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	Henk Kruithof	March 2, 2021	March-24
	hkruithof@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, Mar 2, 2021	March-24
	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 2022

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	Greg Meyer, Chair CCMCBoardSeatA@cdvcmc.com	Jul 19, 2018, Mar 5, 2019	March-22
3 years	Janice Warga CCMCBoardSeatB@cdvcmc.com	elected by bd Mar 21	March-22
3 years	Linnea Ronnegard CCMCBoardSeatC@cdvcmc.com	Mar 6, 2018, Mar 2, 2021	March-24
3 years	Liz Senear CCMCBoardSeatD@cdvcmc.com	March 2, 2021	March-24
3 years	Kelsey Appleton Hayden CCMCBoardSeatE@cdvcmc.com	March 3, 2020	March-23

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	Ariisa 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 2022

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 2022

board/commission chair

seat up for re-appt in Nov 21

vacant