

**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*

**Regular City Council Meeting  
September 15, 2021 @ 7:00 pm  
Cordova Center Community Rooms  
Agenda**

**A. Call to order**

**B. Invocation and pledge of allegiance**

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

**C. Roll call**

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



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

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

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

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

1. Guest Speakers
  - a. Incident Management Team, COVID-19 Update
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions (CCMCA BoD, School Board Rep)
4. Student Council Representative Report - none

**G. Approval of Consent Calendar**

5. Minutes of the September 1, 2021 Regular Council Meeting..... (page 1)
6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of Council member **Jeff Guard** from the September 1, 2021 Regular Meeting

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

**I. Consideration of Bids – none**

**J. Reports of Officers**

7. Mayor's Report
8. City Manager's Report
9. City Clerk's Report

**K. Correspondence..... (see primer for description page 4)**

**L. Ordinances and Resolutions**

10. Resolution 09-21-39..... (voice vote)(page 5)  
A resolution of the Council of the City of Cordova, Alaska, extending the City's declaration of a local emergency arising from COVID-19

**M. Unfinished Business – none**

## **N. New & Miscellaneous Business**

11. Discussion of COVID-19 Emergency Response

12. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 8)

## **O. Audience Participation**

## **P. Council Comments**

## **Q. Executive Session**

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

## **R. Adjournment**

### **Executive Sessions per Cordova Municipal Code 3.14.030**

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

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**Regular City Council Meeting**  
**September 1, 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 September 1, 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 Council members **Melina Meyer**, **Anne Schaefer**, **David Allison**, and **David Glasen**. Council members **Tom Bailer** and **Cathy Sherman** were present via teleconference. Council member **Jeff Guard** was absent. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

**D. Approval of Regular Agenda** - **M/Allison S/Schaefer** to approve the agenda with one small edit, in item 6, **Mayor Koplin** was *excused* from the August 18 meeting.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Guard). 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: we currently show 3 active cases on the dashboard but after today's testing results it will increase to 5. We have some community spread and some cases can be attributed to travel. The med team is now recommending testing after travel whether vaccinated or not. She said that the hospital capacity in Anchorage is very stressed, ICU beds are limited, and we are considered in a crisis standard of care for Alaska. Locally we continue to do ok, but it is a very concerning place to be for us.

Council questions: **Glasen** asked about a September booster rollout. **Sanders** said yes, 8 months after your second dose a booster shot of the vaccine you were immunized with - we'll be looking at those closer to October. **Glasen** asked if she's been following Mat-Su school district that started unmasked but now has a lot of cases and may be going back to masks. **Sanders** said that is a scenario that's played out across the country and Alaska. They've continued to recommend a conservative approach to the schools here and recommend masking requirements while there is still community spread. **Meyer** asked when people should test regarding travel. **Sanders** said mask and distance after arrival back to town then test 3-7 days later.

**Heather Brannon** also gave an update - **Brannon** said the state has extended the contract for the airport ambassadors. They are also requesting we test at the airport - Ilanka has offered their 'clinic in a can' and we will train the ambassadors to do antigen testing at the airport. The idea is this will serve as a pre-test. The recommendation will still be a PCR test 3-5 days later. **Brannon** also confirmed that next week, Wednesday, September 8 **Dr. Sanders**, **Dr. Anne Zink**, and **Cole Cutchins** (state testing lead for DHSS) will be on a community zoom call with Cordova. They will answer questions about vaccinations.

**Bailer** had one last question for **Dr. Sanders**: Should people who have had Covid still get vaccinated? **Dr. Sanders** said yes, vaccines are the #1 way to decrease hospitalizations and mortality from Covid, especially the delta variant.

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

**CCMCA Board** - **Dr. Sanders** reported: 1) CCMC just finishing up their 2020 audit and also the Medicare cost report - we should receive a settlement out of that of just over \$600K; 2) budget-wise we are running close to \$500K in the red which impacts our ability to catch up on deferred maintenance; 3) what's very challenging currently is that we have no behavioral health therapists at Sound Alternatives, we've been trying very hard to recruit, there is a nationwide shortage, it is a high priority for us.

**School Board** - no report

4. Student Council representative - no report

**G. Approval of Consent Calendar**

5. Minutes of the August 18, 2021 Regular Council Meeting

6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of *excused* absence of **Mayor Koplin** and unexcused absence of Council member **Melina Meyer** from the August 18, 2021 Regular Meeting

Vote the Consent Calendar: 6 yeas, 0 nays, 1 absent. Meyer-yes; Allison-yes; Bailer-yes; Guard-absent; Sherman-yes; Glasen-yes and Schaefer-yes. Consent Calendar was approved.

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

**I. Consideration of Bids** - none

**J. Reports of Officers**

**7. Mayor's Report** – **Mayor Koplin** reported: 1) there was a legal challenge regarding PCE (power cost equalization) and that funding has been reinstated without challenge by the governor, which is good news to City of Cordova and residential rate class; 2) first week of October he'll be in DC along with NVE reps and he'll be supporting coordinated healthcare, port upgrades, harbor RAISE grant and he'll schedule meetings with the Congressional delegation

**8. Manager's Report** – City Manager **Helen Howarth** reported: 1) hiring a contract firm to get our Finance team up to speed and so we can get an accurate financial report by October; audit is underway and should be finalized about that time too; 2) raw fish tax – state doesn't expect numbers until end of September; 3) Whitshed – she has worked with the state – long term solution is years out, but they have committed to signage for speed restrictions and dangerous road before winter and darker months get here; 4) September 8 – community forum regarding Covid/vaccines with **Drs. Zink** and **Sanders**; 5) September 14 community forum on substance abuse, law enforcement, mental health providers, and first responders.

**9. City Clerk's Report** – **Bourgeois** reported: 1) the only action item tonight is hers and she had rewritten the memo to hopefully be more clear and explain things better; 2) property tax 1<sup>st</sup> half deadline was yesterday and Finance Department and Deputy Clerk handled lots of payments.

**K. Correspondence**

**10.** 08-12-21 Letter from **W. Deaton** regarding vaccines

**11.** 08-12-21 Letter from **Collins'** regarding Whitshed Road condition

**Glaser** said he is vaccinated but is ok sitting next to an unvaccinated individual. **Bailer** said he supports Arts and Pageants and their decision.

**L. Ordinances and Resolutions**

**12.** Resolution 08-21-38 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into an agreement with Appraisal Company of Alaska for assessment services for tax year 2022 in the amount of eighteen thousand dollars (\$18,000)

**M/Schaefer S/Sherman** to approve Resolution 08-21-38 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into an agreement with Appraisal Company of Alaska for assessment services for tax year 2022 in the amount of eighteen thousand dollars (\$18,000)

**Schaefer** said the expanded memo made it clear; she is in favor; it makes the most sense at this point. **Sherman** said it makes sense to do this; she didn't realize there were so few companies that did this in Alaska. **Allison** said he is not in favor. He said it seems like every year we talk about this and staff just does things their way and does not do what Council has directed. He said the end result probably would be the same, but he'd rather see a formal RFP. **Howarth** explained that to commit to software, there will be an investment – she did not feel we were prepared for that, she asked for a pause. We have other things happening, we are in a transition – there are other parts and pieces that need to be weighed. **Bailer** agrees with **Allison** and also understands the Manager's point of view. He doesn't respond to informal RFPs; he doesn't waste his time. **Glaser** said the least expensive option is the one we've been using. **Meyer** is in favor of automated instead of paper, but she understands and is ok with keeping it the way it is for now; she's in support.

Vote on the motion: 4 yeas, 2 nays, 1 absent. Bailer-no; Glaser-yes; Schaefer-yes; Allison-no; Guard-absent; Meyer-yes and Sherman-yes. Motion was approved.

**M. Unfinished Business** - none

**N. New & Miscellaneous Business**

**13.** Discussion of COVID-19 Emergency Response

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

**Bourgeois** said there is a joint work session with the Planning Commission scheduled for Oct 6 at 6pm. **Allison** asked if RFPs for both Assessor and Attorney be put on a work list for staff to be done early next year.

**O. Audience Participation**

**P. Council Comments**

**Sherman** thanked the manager for working on Whitshed issue. She commented that she appreciates what Arts and Pageants is doing – they are doing their utmost to protect the community. She is vaccinated, she will be attending, and she will be masked.

**Bailer** thanked the medical staff here and elsewhere – they are tired and so worn out and it is hard for them. As far as assessing, he asked the manager to audit that process, how much staff time, automating it could have a significant effect on staff time.

**Schaefer** thanked **Helen** and **Heather** for organizing the forum with **Dr. Sanders** and **Dr. Zink**. She thanked the audience for their attendance, and she encouraged everyone to get vaccinated and continue to wear masks.

**Glaser** thanked all (**Dr. Sanders**, med team) who are trying to keep the town as safe as possible.

**Allison** said he is termed out and has a lot of history on Council and he gets frustrated when Council requests an RFP for auditors and it just doesn't get done. He said without someone shepherding it, we'll come to this time next year and it will come before us to approve with Appraisal Company and it will be too late to go to RFP. He feels the same is true for any contract we do annually. We should let those people know that they don't have the contract automatically, they have to perform, and they have to keep the contract reasonable. He wants to keep the pressure on, so they know we are looking at other options. As far as vaccinated and unvaccinated, are we trying to prevent the spread – he thinks vaccinated people can catch it and spread it as well as anybody. He opined that the health system maybe needs to reevaluate their protocols for how they are treating this, everything he's heard and studied and knows is that the treatments are more effective if given as soon as you know you have it. He disputed some of the information being given about number of hospital beds and ICU beds available across the state, at least according to the news. He knows for a fact that patients aren't being treated until it's too late and they are on ventilators.

**Meyer** thanked everyone for the hard work being done. She appreciates the Whitshed follow up. She really appreciates health care workers – we need to be kind to one another. She appreciates Arts and Pageants and maybe they are catering to a crowd that hasn't felt comfortable being out in the general public but will if vaccinated or negative recent test and masking are the rules.

**Q. Executive Session** - none

**R. Adjournment**

**M/Allison S/Glaser** to adjourn the meeting.

Hearing no objection **Mayor Koplin** adjourned the meeting at 8:08 pm.

Approved: September 15, 2021

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

## **Council Packet Correspondence Primer:** **Communicating with Your Elected Cordova Officials**

This primer provides an overview of City of Cordova policies regarding the submission of correspondence to the City Clerk's office for distribution to City Council. These policies are general in nature and do not preempt the application of relevant laws to correspondence distribution. To the extent you have questions regarding the distribution of specific correspondence, please contact the City Clerk's office.

### **What gets published in Council packets as Correspondence?**

- Letters, emails, cards, or other written or electronic mail addressed to City Council, any individual member of City Council or the Mayor, regardless of whether or not the sender has requested inclusion of the correspondence in a City Council packet.
- Letters, emails, cards, or other written or electronic mail written by the Mayor, individual City Council members in their capacity as elected officials, or the Council as a body
- Letters, emails, cards, or other written or electronic mail by agencies/entities that are pertinent to Council and the citizens of Cordova (e.g. population determination, full value determination, open comment periods for projects/leases in and around Cordova, etc.)
- Only correspondence received by the Clerk's Office on or before noon on the Wednesday before a regular Council meeting is eligible for inclusion in the packet for that meeting. Correspondence eligible for inclusion received after that date and time will be included in the next regularly scheduled Council meeting packet. (See CMC 3.12.035).

### **What does not get published in Council packets as Correspondence?**

- Letters, emails, cards, or other written or electronic mail that are disparaging to individuals or entities
- Letters, emails, cards, or other written or electronic mail that have been sent anonymously
- Letters, emails, cards, or other written or electronic mail that contain confidential information or information that would warrant a constitutional violation of privacy or could potentially violate an individual's or an entity's constitutional rights.

### **More information about items not subject to publication:**

- Correspondence that is not subject to publication in a Council packet will, however, be forwarded to the Mayor and City Council members with notification that the communication will not be included in the Council packet and the reasons for the exclusion.
- The City will attempt to contact the writer of the correspondence to inform them that the City has determined not to publish what they have sent. Notifications will be sent to the return address on the communication if one has been provided. (the best way to ensure the City is able to reach the writer is if the correspondence has been emailed through the City Clerk [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net))
- A person who submits a communication that is not subject to publication in a Council packet, may still attend a meeting and read the communication during audience comments (if it is about an agenda item) or during audience participation, if it is not about an agenda item. Oral comments during a Council meeting will not be monitored or limited for content unless the comments made incite or promote violence against a person or entity. The City is not responsible or liable for the comments, thoughts, and/or opinions expressed by individuals during the public comment period at a Council meeting.

### **Suggestions concerning correspondence:**

- Correspondence intended for all Council members should be emailed to the City Clerk at [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net), hand-delivered or sent via U.S. mail to the Clerk's office. Correspondence should be clearly addressed to "Cordova City Council." Unless clearly stated otherwise, the City Clerk will presume that all correspondence addressed to City Council is intended for inclusion in the packet.

MEMO: September 9, 2021  
TO: City Council  
FROM: Helen Howarth, City Manager  
RE: Resolution 09-21-39 COVID 19 Emergency Order

**Background:**

Council has agreed to follow the State's lead on all Covid-related determinations. Governor Dunleavy ended the State of Alaska's COVID-19 Emergency Declaration on April 30, 2021 and transitioned to a Public Health Emergency Order through the Department of Health and Human Services which has independent regulatory authority.

Cordova instituted its first Emergency Order at the beginning of the COVID-19 pandemic in 2020. Since then the order has been renewed by Council three times, the most recent in July 2021 at the beginning of a local outbreak which resulted in over 200 cases in a three-month period. That emergency order sunsets on October 1, 2021.

A month ago, the State DHSS has issued a Public Health Advisory "red alert" for the entire state including Cordova due to rising case counts and deaths, and low hospital capacity, and the increase in pediatric cases which could result in reduced in-person classroom learning.

**Considerations:**

The Cordova Medical Advisory Team believes Covid is "simmering" in our community with the case count manageable. The ability for members of the public to receive free testing and vaccinations coupled with local medical capacity to treat COVID-19 eliminates the need for an Emergency Order.

There may be legal considerations and implications of not having an Emergency Order which Attorney Holly Wells can discuss. Council may consider instating an Emergency Order at any time.

Not having an emergency order does not eliminate the need for citizens to be responsible: to get vaccinated, continue to wear masks, socially distance, and avoid infecting and endangering themselves and their neighbors. Sick people need to stay home, and susceptible people need to avoid unnecessary contact with others.

**Council Action:**

Council may reinstate the Emergency Order per the attached resolution OR take no action, thus sunsetting the existing Emergency Order on 10/1/2021.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 09-21-39**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA EXTENDING  
THE CITY’S DECLARATION OF A LOCAL EMERGENCY ARISING FROM COVID-19**

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

**WHEREAS**, on March 11, 2020, the World Health Organization declared a pandemic related to COVID-19; and

**WHEREAS**, in response to the COVID-19 outbreak, the City of Cordova has been operating under applicable Declarations of a Local Emergency, which remain in effect until October 1, 2021, unless repealed by City Council; and

**WHEREAS**, in response to the COVID-19 outbreak, the State of Alaska had also been operating under applicable Declarations of Public Health Disaster Emergency signed by the Governor of the State of Alaska, Mike Dunleavy, pursuant to and in accordance with the authority granted under Alaska Statute 26.23.020(c), between March 11, 2020, and April 30, 2021; and

**WHEREAS**, the Commissioner of the State of Alaska, Department of Health and Social Services, Adam Crum, pursuant to and in accordance with the authority granted by the Alaska State Legislature in House Bill 76, Chapter No. 2, SLA 2021, declared a Public Health Emergency effective at 12:02 a.m. on May 1, 2021, which remain in effect until rescinded or until the federal public health emergency issued under Section 319 of the Public Health Services Act expires, whichever is sooner; and

**WHEREAS**, the local emergency continues and has continued since City Council approved Emergency Order 2021-01 renewing and extending the City’s Declaration of Local Emergency; and

**WHEREAS**, the City continues to be in a state of emergency due, in large part, to the recent surge in covid-19 cases throughout Alaska due to the Delta variant and the State of Alaska has recognized the lack of healthcare capacity throughout Alaska; and

**WHEREAS**, the City continues to move toward recovery but City Council finds that it is in the Community’s best interest to ensure: 1) the City has the necessary authority to adopt rules, policies, and procedures to mitigate the harms posed by COVID-19; 2) the City continues to qualify for public and private COVID-19 emergency assistance and funding; and 3) that the City has the tools necessary to respond to threats posed by COVID-19 variants, both known and unknown; and

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

**Section 1. Emergency Declaration Extended.** City Council hereby reiterates the current state of local emergency in the City arising from COVID-19 and extends the City’s Declaration of Emergency until January 15, 2022.



**Section 2. Effective Date.** The Declaration of Emergency extension shall become effective immediately upon adoption of this resolution and shall remain in effect until January 15, 2022, unless renewed by City Council before or retroactive to that date.

**PASSED AND APPROVED THIS 15<sup>th</sup> DAY OF SEPTEMBER 2021.**

ATTEST:

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

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

DRAFT

## **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 September 15, 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) Work Session regarding CVFD resources/volunteer numbers	8/4/2021
2) Concept of Council members being elected undesignated instead of seats A-G - <b>Aug/Sept 21</b>	3/17/2021
3) Plan/schedule for departmental site visits/work sessions – <b>summer 2021</b> .	3/17/2021
4) Ordinance change ( <b>Title 4</b> ) 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 - ongoing project summer/fall 2021	11/4/2020
7) City Manager authority re: purchases/contracts and whether budgeted/unbudgeted - <b>new finance director</b>	2/19/2020

B. Resolutions, Ordinances, other items that have been referred to staff	date referred
2) <b>Res 06-21-29</b> mobile restaurant (picnic basket) referred for more detailed information	6/2/2021
3) <b>Ord 1196</b> amending bdgt, \$100K from PF for Impound Lot, referred at 2nd read until there is a 1Q financial update	5/5/2021
4) <b>Res 03-21-13</b> support for snow avalanche and landslide hazards assessment	3/17/2021
5) Disposal of <b>ASLS 79-258</b> - motion to put out for proposals was referred to staff after an e.s.	9/16/2020
6) <b>Res 05-20-18</b> re CCMC sale committee	5/6/2020
7) <b>Res 10-19-42</b> approving contract for federal lobbyist	10/2/2019
8) <b>Res 12-18-36</b> 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) Joint work session with Planning Commission regarding land sale process - <b>Oct. 6, 2021 @ 6pm</b>
2) Capital Priorities List Resolution (05-20-17) is in each packet - if 2 council members want to revisit the resolution they should mention that at Pending Agenda and it can be included in the next packet for action
3) Staff quarterly reports will be in the following packets:
<b>10/20/2021</b> <b>1/19/2022</b> <b>4/20/2022</b> <b>7/20/2022</b>
4) Joint City Council and School Board Meetings - twice per year, April & October 6pm @ CHS before Sch Bd mtg <b>10/13/2021</b> 6pm @ CC before Council mtg <b>4/20/2022</b>
5) Clerk's evaluation - each year in <b>Feb</b> or <b>Mar</b> (before Council changeover after election) - next <b>Feb 2022</b>
6) Manager's evaluation - each year in <b>Jan</b> - next one <b>Jan 2022</b>

#### 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 September 15, 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)
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- 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
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- 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
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#### F. City of Cordova appointed reps to various non-City Boards/Councils/Committees:

- 1) Prince William Sound Regional Citizens Advisory Council**

<b>Robert Beedle</b> re-appointed March 2020 re-appointed June 2018 re-appointed March 2016 re-appointed March 2014 appointed April 2013	2 year term until March 2022
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- 2) Prince William Sound Aquaculture Corporation Board of Directors**

<b>Tom Bailer</b> re-appointed October 2018 appointed February 2017-filled a vacancy	3 year term until Sept 2021
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- 3) Southeast Conference AMHS Reform Project Steering Committee**

<b>Mike Anderson</b> <b>Sylvia Lange</b>	appointed April 2016 alternate	until completion of project
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**CITY OF CORDOVA, ALASKA  
RESOLUTION 05-20-17**

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

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

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

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

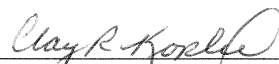
and;

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


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

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





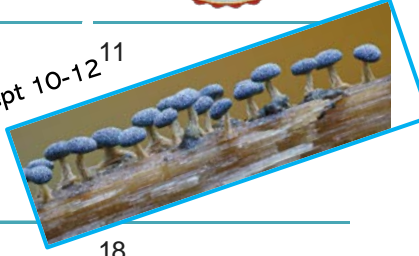


  
Clay R. Koplin, Mayor

ATTEST:

  
Susan Bourgeois, CMC, City Clerk

# September 2021

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 7:00 Council reg mtg CCAB	2	3	4 
5 	6 Sept 6th Labor Day Holiday City Hall Offices Closed CSD Labor Day Holiday Sept 6	7	8 CHS Volleyball starts 5:00 Zoom Community Meeting w-Dr. Anne Zink CCAB 6:00 Harbor Cms CCM 7:00 Sch Bd HSL	9	10	11 Fungus Festival Sept 10-12 11 
12 Alaska State Fair Aug 20 - Sept 6	13	14 5:30-7 Community Forum Substance Abuse CCAB 6:30 P&Z CCER	15 5:30 CTC Board Meeting 7:00 Council reg mtg CCAB	16 CJHS BBall & Cheer start Sept 15/16 	17	18
19	20	21	22 6:00 CEC Board Meeting	23	24	25
26	27	28	29 CHS Wrestling starts 	30	1	2
3	4	5 6:00 P&R CCM	6 6:00 CCMCAB HCR	7	8	9

## 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

# October 2021

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

6:00 Joint WorkSession with Planning Commission  
7:00 Council reg mtg CCAB



Indigenous Peoples Day CSD Holiday

6:30 P&Z CCAB

6:00 Harbor Cms CCM  
7:00 Sch Bd HSL

5:30 CTC Board Meeting  
7:00 Council reg mtg CCAB

CSD End 1st Quarter

Alaska Day Holiday City Offices closed

6:00 CEC Board Meeting

6:00 P&R CCM

6:00 CCMCAB HCR



## Notes

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

CCA-Community Rm A  
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CEC - 4th Wed  
CCMCA Bd - last Thurs

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

## Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
<b>Mayor:</b>	<b>Clay Koplin</b>	Mar 1, 2016 Mar 5, 2019	March-22
3 years	<a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>		
Council members:			
<b>Seat A:</b>	<b>Tom Bailer</b>	March 5, 2019	March-22
3 years	<a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a>		
<b>Seat B:</b>	<b>Cathy Sherman, Vice Mayor</b>	March 3, 2020	March-23
3 years	<a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a>		
<b>Seat C:</b>	<b>Jeff Guard</b>	Mar 5, 2017 Mar 3, 2020	March-23
3 years	<a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a>		
<b>Seat D:</b>	<b>Melina Meyer</b>	March 2, 2021 March 6, 2018	March-24
3 years	<a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a>		
<b>Seat E:</b>	<b>Anne Schaefer</b>	March 2, 2021 March 6, 2018 December 6, 2017	March-24
3 years	<a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a>		
<b>Seat F:</b>	<b>David Allison</b>	March 5, 2019 March 1, 2016	March-22
3 years	<a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a>		
<b>Seat G:</b>	<b>David Glasen</b>	March 5, 2019	March-22
3 years	<a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a>		

elected by cncl

## Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	<b>Barb Jewell, President</b>	Mar 5, 2013, Mar 1, 2016, Mar 5, 2019	March-22
	<a href="mailto:bjewell@cordovasd.org">bjewell@cordovasd.org</a>		
3 years	<b>Henk Kruithof</b>	March 2, 2021	March-24
	<a href="mailto:hkruithof@cordovasd.org">hkruithof@cordovasd.org</a>		
3 years	<b>Tammy Altermott</b>	Mar 5, 2013, Mar 1, 2016, Mar 5, 2019	March-22
	<a href="mailto:taltermott@cordovasd.org">taltermott@cordovasd.org</a>		
3 years	<b>Peter Hoepfner</b>	Mar 7, 2006, Mar 3, 2009, Mar 6, 2012, Mar 3, 2015, Mar 6, 2018, Mar 2, 2021	March-24
	<a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a>		
3 years	<b>Sheryl Glasen</b>	Mar 4, 2014, Mar 7, 2017, Mar 3, 2020	March-23
	<a href="mailto:saglasen@cordovasd.org">saglasen@cordovasd.org</a>		

seat up for re-election in 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	<b>Linnea Ronnegard, Chair</b> <a href="mailto:CCMCBoardSeatC@cdvcmc.com">CCMCBoardSeatC@cdvcmc.com</a>	Mar 6, 2018, Mar 2, 2021	March-24
3 years	<b>Greg Meyer</b> <a href="mailto:CCMCBoardSeatA@cdvcmc.com">CCMCBoardSeatA@cdvcmc.com</a>	Jul 19, 2018, Mar 5, 2019	March-22
3 years	<b>Janice Warga</b> <a href="mailto:CCMCBoardSeatB@cdvcmc.com">CCMCBoardSeatB@cdvcmc.com</a>	elected by bd Mar '21	March-22
3 years	<b>Liz Senear</b> <a href="mailto:CCMCBoardSeatD@cdvcmc.com">CCMCBoardSeatD@cdvcmc.com</a>	March 2, 2021	March-24
3 years	<b>Kelsey Appleton Hayden</b> <a href="mailto:CCMCBoardSeatE@cdvcmc.com">CCMCBoardSeatE@cdvcmc.com</a>	March 3, 2020	March-23

## Library Board - Appointed

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

## Planning Commission - Appointed

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

seat up for re-appt in Nov 21

seat up for re-election in 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**