

Mayor
Clay Koplin

Council Members

Tom Bailer
Cathy Sherman
Jeff Guard
Melina Meyer
Anne Schaefer
David Allison
David Glasen

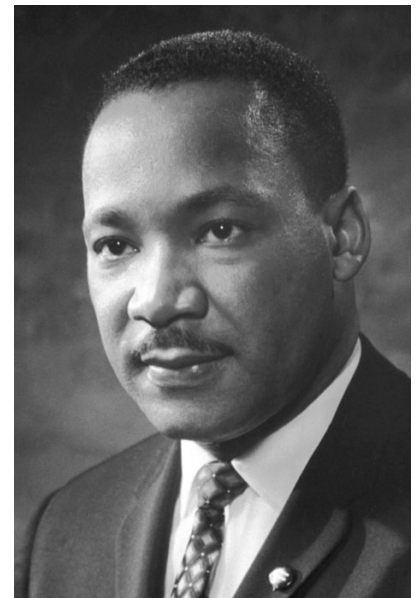
City Manager
Helen Howarth

City Clerk
Susan Bourgeois

Deputy Clerk
Tina Hammer

Student Council
Ari Jeppson-Bolin

Regular City Council Meeting
January 19, 2022 @ 7:00 pm
Cordova Center Comm Rooms
Agenda



Martin Luther King Jr. Day
January 17, 2022

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. Minutes of the January 5, 2022 Regular Council Meeting..... (page 1)

H. Approval of Minutes – in consent calendar

I. Consideration of Bids – none

J. Reports of Officers

6. Mayor's Report..... (page 4)
7. City Manager's Report
 - a. Public Works Director, **Samantha Greenwood**, snow & harbor rebuild update
8. City Clerk's Report
9. Staff Quarterly Reports:
 - a. Cordova Harbor and Port, 4Q 2021, **Harbormaster Tony Schinella**..... (page 5)
 - b. Museum and Cordova Center, 4Q 2021, **Museum Director Mimi Briggs** (page 7)
 - c. Cordova Volunteer Fire Department, 4Q 2021, **Fire Marshal Paul Trumblee**..... (page 26)
 - d. Cordova Police Department, 4Q 2021, **Police Chief Nate Taylor**..... (page 30)

K. Correspondence..... (see primer for description page 32)

10. 12-16-21 Mayor's Letter to AMCO re No Road..... (page 33)

L. Ordinances and Resolutions

- 11. Resolution 01-22-01..... (voice vote)(page 34)**
A resolution of the Council of the City of Cordova, Alaska providing input to the Alaska Department of Environmental Conservation (ADEC) on proposed changes to regulations on oil discharge prevention and contingency plans
- 12. Resolution 01-22-02..... (voice vote)(page 40)**
A resolution of the Council of the City of Cordova, Alaska authorizing the participation of its employees in the Public Employees' Deferred Compensation Plan of Alaska and the payment of the required contributions, pursuant to AS 39.45 ET SEQ

M. Unfinished Business - none

N. New & Miscellaneous Business

- 13. Council direction on disposal and method of disposal of..... (voice vote)(page 43)**
Lot 2, Block 7A, Tidewater Development Park
- 14. Discussion of COVID-19 Emergency Response**
- 15. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 49)**

O. Audience Participation

P. Council Comments

Q. Executive Session

- 16. South harbor rebuild ½% raw fish tax challenge, to be discussed in executive session because the subject is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government**

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

R. Adjournment

Executive Sessions per Cordova Municipal Code 3.14.030

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

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

Regular City Council Meeting
January 5, 2022 @ 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 5, 2022, 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 **Tom Bailer**, **David Allison**, and **David Glasen**. Council members **Jeff Guard**, **Melina Meyer** and **Anne Schaefer** were present via teleconference. Council member **Cathy Sherman** was absent. Also present were City Manager **Helen Howarth** and Deputy Clerk **Tina Hammer**.

D. Approval of Regular Agenda – M/Glasen S/ Bailer to approve the agenda.
Vote on the motion: 6 yeas, 0 nays, 1 absent (Sherman). 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: no report
2. Audience comments regarding agenda items - none
3. Chairpersons and Representatives of Boards and Commissions - none
4. Student Council representative: no report

G. Approval of Consent Calendar

5. Council action to waive the right to protest renewal of 'beverage dispensary license #40 and package store license #41' for Alaskan Hotel & Bar
Vote the Consent Calendar: 6 yeas, 0 nays, 1 absent. Sherman-absent; Guard-yes; Meyer-yes; Glasen-yes; Bailer-yes; Allison-yes and Schaefer-yes. Consent Calendar was approved.

H. Approval of Minutes – none

I. Consideration of Bids - none

J. Reports of Officers

6. Mayor's Report – no report
 7. Manager's Report – City Manager **Helen Howarth** reported: 1) final audit will be available 1st meeting in February including financial status to be reviewed at a work session. 2) Staff actively looking for Federal infrastructure grants.
 - 7a. Harbormaster **Tony Schinella** & Public Works Director **Samantha Greenwood** reported. Snow: Crew is widening roads, knocking down corners and cleaning up snow piles. A loader was rented from Anchorage along with a temporary on-call operator which has been very helpful in keeping the 17 mile road to the landfill open. Harbor: We did not get the PIDP grant but have RAISE grant, State grant and 5 million bond which is not enough to do all projects. Harbor commission has prioritized top three projects as 1) replace all docks in south harbor 2) drive down dock 3) sheet pile and uplands. Project manager **Mark Keller**, Harbormaster **Tony Schinella**, **Samantha Greenwood** and **Curtis Fincher** are meeting weekly to get the project off the ground. Solstice Alaska Consulting is doing the pre-work on the environmental permitting, which includes a harassment permit that's needed due to sea otters in the harbor. **Greenwood** is writing a RFP for a marine independent reviewer/grant administrator/geo-tech study administrator who also will provide support through the whole project. For the two million clean water loan, **Greenwood** is planning on 2 public "mug ups" in February.
- Council questions – **Glasen** asked the timeline for starting the harbor project – **Greenwood** and **Schinella** expect it will be at least a year out depending on how long the permitting takes. **Bailer** asked if they expect **Keller** to see the project through start to finish – **Greenwood** and **Schinella** answered he's on a short term

contract now, but their goal is for him to stay long term. He's based in Seattle and will be working remotely with trips to Cordova. **Bailer** suggested talking with CTC about upgrading camera's in the harbor which would assist remote work. **Guard** ask about funding – **Greenwood** stated she's working with EDA for additional funding, the clean water money if voter's approve and researching other grant opportunities. Right now, they have \$30 million. City Manager **Howarth** continued with her report: 3) the city is putting out a communication to citizens with tips on how to handle the increasing snow loads so our crews can provide services; street plowing and garbage pick-up. Also, information on how to reach individuals who shovel snow for cost and tips to keep everyone safe.

8. City Clerk's Report – The deadline for the March 2022 election for declaring open seats is January 31st. To date only Wendy Ranney has declared for Mayor.

K. Correspondence

9. 12-08 through 12-29-21 Letters of Support for No Road Brewing

10. 12-09-21 K. Weaverling letter re brewery licenses

11. 12-14-21 M. Mulvaney email re brewery license

L. Ordinances and Resolutions – none

M. Unfinished Business – none

N. New & Miscellaneous Business

12. Discussion of COVID-19 Emergency Response – **Bailer** mentioned upon returning from travel the ease of getting tested and the quick response from the hospital. He stated how lucky Cordova is to have that service. **Meyer** suggested getting some information out about home testing. Perhaps get some tests to pass out at the library or school so people can test before going to a gathering as she's seen other communities in Alaska do.

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

Mayor Koplin stated he will be talking with **Representative Stutes** this weekend and to let him know if you have any priorities, grants or changes to CIP list to discuss. **Bailer** said he'd like a discussion on the sales tax cap. With all the construction forthcoming, he would like to capture some of that money. **Mayor Koplin** and **Howarth** said City Clerk **Bourgeois** has the historical data and is actively putting it together for the February meeting.

O. Audience Participation - none

P. Council Comments

Meyer wished everyone a happy 2022. **Guard** thanked **Sam** and **Tony** for their update. **Schaefer** thanked **Sam** and **Tony** for their updates on the harbor and snow. **Allison** thanked all of staff for their efforts and reports tonight. He felt there's a lot to do on his short time left on council. He would like to see more timely audits and the financials' breakdown, as well as RFP's for each. **Howarth** replied that she agrees with the frustration and the forthcoming audit will give council the information they've requested by February. **Glaser** echoed **Allison's** comments and thanked **Sam** and **Tony** for all the work they're doing. **Bailer** echoed the comments on the great job on snow removal and the Harbor project. He liked the project manager and felt that job is very important. He commented on the UBS accounts and felt they need to be looked at and perhaps change our investment policy. He would like to have a discussion soon with UBS because it could be a six-month process. He ended by thanking staff and wished everyone a good new year.

Koplin said that the executive session would not be needed tonight.

Q. Executive Session

~~14 Collective Bargaining Agreement negotiations strategy, to be discussed in executive session because the subject is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government~~

R. Adjournment

M/Glaser S/Allison to adjourn the meeting.

Hearing no objection **Mayor Koplin** adjourned the meeting at 7:44 pm.

Approved: January 19, 2022

Attest: _____
Susan Bourgeois, CMC, City Clerk

City of Cordova
Mayor's Report
January 14, 2022

NVE CCMC Update: I met with Helen re: CCMC/NVE and with Bert Adams and while progress is slow and careful, NVE continues working with CCMC to map out a path to shared and mutually supportive services. A council update can be scheduled for February or March as NVE completes some financial assessments and has more meaningful information to share. NVE staff will be meeting with CCMC staff over the next couple of weeks to continue movement down this path.

Covid-19: We are experiencing a rapid rise in cases and individuals and organizations are encouraged to take advantage of testing resources and plans and protocols to help balance community health with personal and business activities.

AMHS Service: I have been in recent communication with AMHS regarding the refurbishment of the Hubbard with crew quarters to provide service in Prince William Sound. I have also had several requests for the AMHS white paper I prepared for the Governor which resulted in the Aurora going back into service in PWS with strong support from Scott Blake, Copper River Seafoods, and our other processors and businesses who depend upon ferry service to meet our business needs as well as our social and public transportation needs.

Cordova Aviation History Museum Resolution and Opportunity: There is still strong interest in donating the original Cordova Air plane fully museum restored to Cordova, but it will require community interest and I have not been able to find support or a champion for this project.

CEC Extended Power Outage: On behalf of CEC I want to thank Heather Brannon – City Emergency Management Coordinator, Father Michael of St. Joseph's and Pastor Steve of Church of the Nazarene for assisting and offering housing and other resources for CEC customers out of power for as much as 30 hours. The Second Street Upgrade project that the City got funded with replace old wire and install the much-needed protective equipment to avoid this rare type of outage in the future.

Legislative Session: I have a call scheduled with Representative Stutes this weekend to review Cordova City Council's capital priorities with her, she plans on visiting Cordova this spring during session.

TO: City Manager/City Council
 FROM: Harbormaster Schinella
 DATE: 1/12/22
 RE: 4th Quarter Activity Report Oct – Dec 2021

Annual Stalls Assigned: 680 out of 711 Total Slips 95% Occupancy as of 12/31/21

	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Total</u>
Vessels Charged Daily Rate	5	2	1	8
Vessels Charged Monthly Rate	4	2	1	7
Vessels Impound Status	5	5	5	5

Port Arrivals:

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

	<u>Gallons</u>
Used Oil Collected (Jan-Dec)	15025
Used Oil Delivered (Jan-Dec)	6725
Used oil shipped out (Jan-Dec)	0

1 Vessels Towed
 0 Vessels Pumped
 3 Vessel Bilges Pumped

GENERAL ACTIVITIES

- Cleaned up absorbent collection area
- Completed 121 vessel lifts 2022
- Snow removal on docks and throughout the facility
- Maintenance and repairs to snowblowers
- Sanded approaches
- Called out crew for snow removal 4 times
- Installed new outlet and breaker
- Rebuilt three finger floats on J and K floats
- Replaced electrical outlet and breaker on C float
- Reconnected Electrical Pedestal at K-20
- Replaced pile hoop and pile hoop end bracket at G-11
- Reconnected float I-86
- Replaced hydraulic lines on 3 stage hoist
- Repaired electrical issues on K float
- Secured water throughout the facility for the winter
- Collected 15025 gals of used oil 2022
- Delivered 3925 gals of used oil to the High School 2022
- Delivered 2800 gals of used oil to the City Shop 2022
- Wilson Construction completed Ocean Dock bull rail replacement project for 2021
- Attended Harbor Commission meetings

- Attended the Alaska Association of Harbormasters and Port Administrators annual conference in Anchorage
- Attending weekly South Harbor replacement project meetings
- Attended Council meetings
- Sent out Transient moorage and monthly storage invoices
- Cleaned oil sumps daily
- Cleaned restrooms daily
- Completed 2022 Cordova Port & Harbor annual operating and capital budget



Finger float sections prepped for rebuild



Finger float sections being reassembled with new timbers and fasteners

Cordova Historical Museum 4th Quarter 2021

October 1 – December 31, 2021

Museum Visitor Count # 1047

October #298

November #199

December #550

Museum Visitors

Alaska: Cordova, Kenai, Anchorage, Kotzebue, Excursion Inlet, Fairbanks,
Glennallen, Petersburg, Girdwood, Valdez, Homer

State:

CA, TX, ND, OR, WA, UT, NH, OK, MA

International:

Calgary Alberta Canada,

Past Perfect

Total Members ~ 275

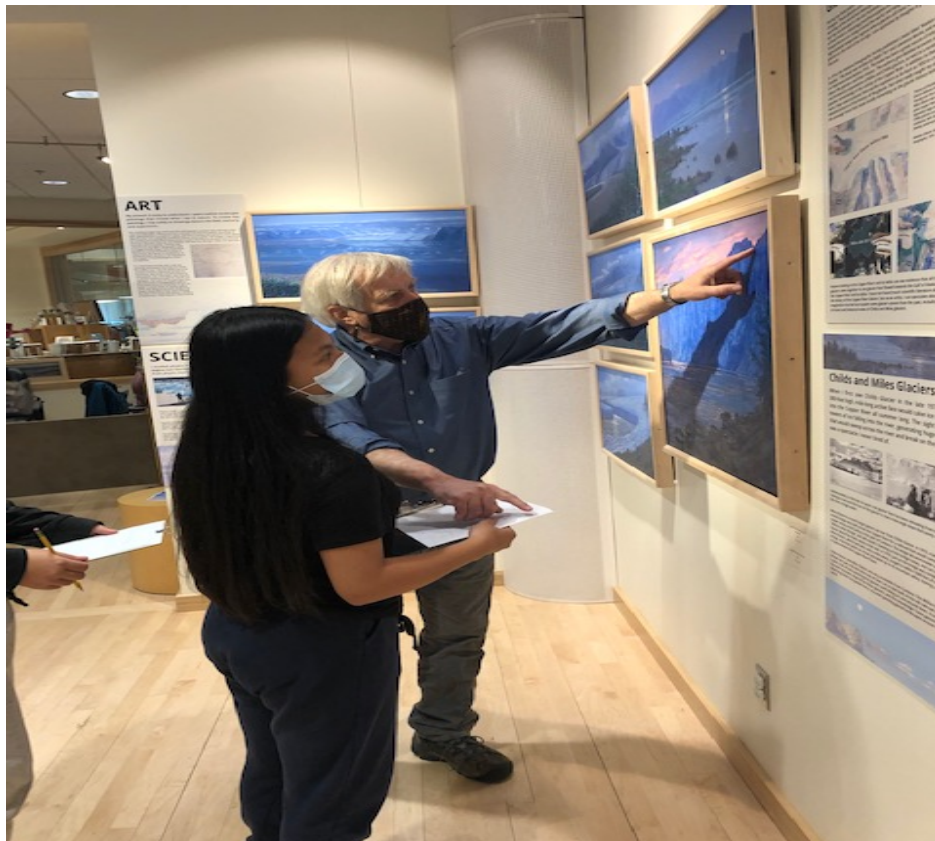
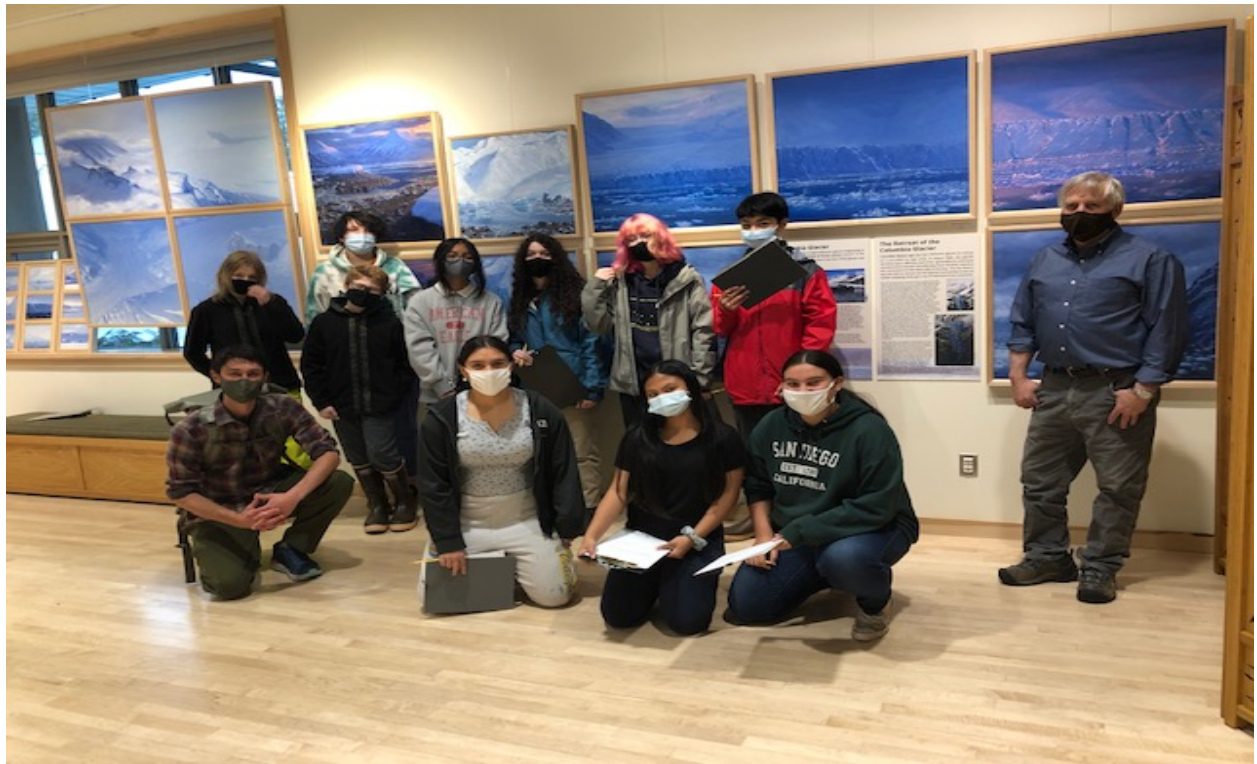
Life Members ~ 93

Copper River Gallery Traveling Exhibits:

October: David Rosenthal 'Painting at the End of the Ice Age'

David also volunteered to present outreach programs to Mount Eccles and
Cordova Jr/Sr High School students. 6 different classes attended





November

Denis Keogh 'Early Signs of Trouble'



December/January

Holiday Art Show: 'Show Us Your Ice' artist interpretations of Sheridan and other Ice







Museum Workings:

- Design, fabrication and installation of permanent exhibits continued and continues to be the focus of work. The following additions have been made:
- -Canneries exhibit display about can labels, fish box stencils, and fish pughs completed.
- -large graphics in the form of large format photos installed in the Old Cordova exhibit, main entryway.
- -construction of garment and tool cases is underway for the First People exhibit. Artifacts will soon to be installed in the drawers of basket case.
- -Clamming display is undergoing changes in the Commercial Fishing exhibit.
- -a new desk was assembled and installed (Thank you Malvin) in the archives room to facilitate progress continuing archiving a large backlog of photos and documents. A major step in streamlining archives was the receipt of digital copies of Cordova Times newspapers.
- -the museum will receive the Van Cleave collection of approximately 180 photos of very early Cordova and railroad construction after contacting the owner of said collection.
- -The Copper River Gallery showed David Rosenthal's "Painting at the End of the Ice Age" exhibit of art and science in October; Denis Keogh's exhibit of paintings titled "Early Signs of Trouble" in November; A Holiday theme show titled "Show Us

Your Ice" a community show of art work about ice, was displayed in December. Paula Payne, gallery curator, organized and hung these shows.

- Access to and assistance with collections of photos and artifacts for the Native Conservancy has been provided.
- Previews of coming attractions are available upon request.
- On the advice of former museum designer former Deputy Director of Archives, Libraries and Museums for the State of Alaska Bob Banghart, I've proceeded in building exhibits as one fills up an ice cube tray, with a little bit at a time with each section until it is all full.







The Council is encouraged to visit the Gallery for the continuation of 'Show Us Your Ice', through January 29, the Iceworm Photo and Art Show opening February 3rd and Skyler Lewis 'schools of watercolor fish in nets' opening March 4th.

Respectfully submitted by Marina Briggs, Director

Museum Attendance

	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
1981					2483
1982					2928
1983					2618
1984					1973
1985					1414
1986	221	682	1004	209	2116
1987					1677
1988	262	645	1326	345	2578
1989	238	629	1270	374	2511
1990	411	765	1534	415	3125
1991	445	936	1355	308	3044
1992	443	509	1857	705	3514
1993	281	1078	1481	406	3246
1994	608	1255	1726	452	4041
1995	458	882	2067	548	3955
1996	905	1897	2358	741	5901
1997	634	1216	2896	936	5682
1998	1047	4330	6502	906	12,785*
1999	1288	3948	4890	853	10,979*
2000	1076	1562	2931	740	6,309
2001	1185	2484	3777	934	8380
2002	1242	2343	4176	1155	8916
2003	1590	2461	4111	963	9125
2004	1839	3063	4907	1206	11,015
2005	1834	3071	5216	1508	11,629
2006	2355	2953	6,189	1771	13,268
2007	1919	3613	4166	1442	11,140
2008	2092	3210	4919	1476	11,697
2009	1543	2436	3618	1138	8735
2010	1121	1866	2735	1051	6773
2011	1569	2275	3314	862	8020
2012	1268	2128	2329	1068	6783
2013	952	1868	2868	1320	7008
2014	1548	1876	2527	1639	7590
2015	1291	1737	2033	2015	7076
2016	1680	2461	3039	1454	8634
2017	1115	2098	3070	1436	7719
2018	1279	2889	2599	1440	8207 **
2019	1511	2276	2902	1654	8343 **
2020	832	4	109	1053	1998***
2021	479	1545	1871	1047	4942

*Norwegian Cruise Lines

1996—School classes begin coming to the museum.

2009—Alaska Sightseeing Cruise West pulls out.

2015—Move to Cordova Center

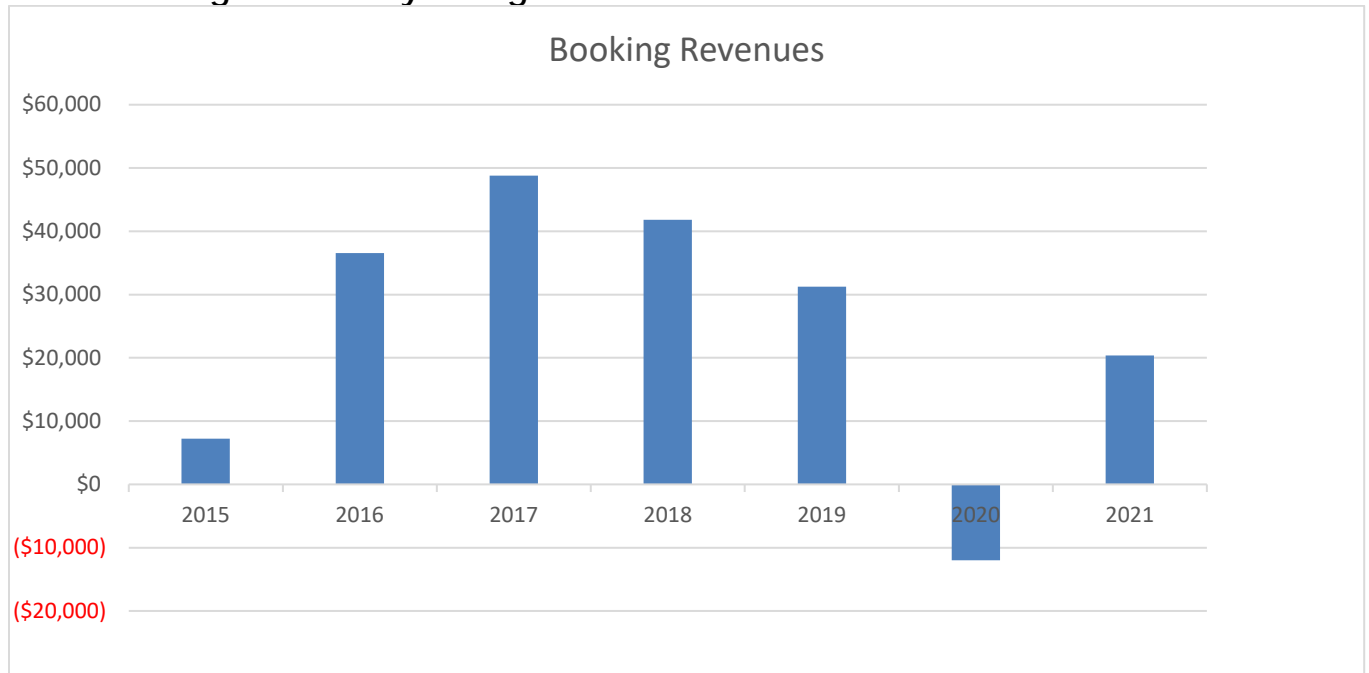
** Not open on Mondays in summer

***2020—Covid 19 Closure March to September

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

- Cordova Center **Use Policy**. Posted on website (thecordovacenter.com). *Always continuing to make notes for year-end review.*

- **Bookings: * January through December 2021 ***



- **In-Kind:**
 - \$2480.00 - Scheduled City of Cordova Meetings & other space donations; Boards & Commissions, IMT and Council teleconferences took place.
 - Cordova Center Event/Meeting users * 2261
Current Rhythms Dance Classes & Performances, Cordova Telecom, Cordova Electric, CR/PWS Marketing, PWS Science Center, Cordova Art & Pageants, Copper River Watershed, Electrify Alaska (CEC), Stage of the Tide, Feeding AK Today, Witch Kitchen, CDFU (Board of Fish), State of Alaska (Board of Fish), Cordova Chamber Holiday Bazaar
- **In-Come: \$14,120.00**
- **Donations:**
- **Grants:**
- **Landscaping:**
- **Marketing:**
 -

- Updating fee schedule to be completed and presented to council by the end of the 1st quarter, 2022
- Working towards turning the Cordova Center Events into a stand alone part of City business by next budget cycle.
- Cordova Center Facility Guide being completed by graphic designer.
- Cordova Center Stat Sheet being completed by graphic designer.
- **Upcoming First Quarter 2022:**
 - Current Rhythms Classes & Performances, CR/PWS Marketing, CEC and CTC Boards, Cordova Arts & Pageants presents 'Dan Mac', Iceworm Variety Show & Bazaar, Cordova High School STEAMFest, Kreyling/Mahony Wedding Reception, & Teen Movies.

The Emergency Management team, the Medical Team, Department Heads and the City of Cordova continue to work towards keeping the city, city employees and population healthy and business moving forward.

Upcoming events will be held to the Covid-19 Alert Status and adjustments made as needed.

The Cordova Center; the heart of our community.

Respectfully submitted:

Mimi Briggs

Cordova Center Events Team

Board of Fish November 30-December 6, 2021











To: Mayor and City Council
From: Paul Trumblee, Deputy Chief
Date: January 11th 2022

CORDOVA VOLUNTEER FIRE DEPARTMENT
Quarterly Report

In this 4th quarter of 2021. The Cordova Volunteer Fire Department responded to 26 Emergency Calls for service for a total of 233 member hours, this year ended with a total of 211 Calls for 1175 hours. Including emergency calls, the department participated in the regular Thursday night meetings, public education, and other activities for a total of **497** member hours. **4598** hours for the Year.

Not included in the total Member Hours are the On-Call Status for EMS and Officer On Duty (OOD) of **33,280** hours.

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

October 2021 ACTIVITIES		Attendance	Hours	Total People Hours
Date	Thursday Meetings			
10/7	Building Searches / Hose Maze	17	3	20
10/21	12 Lead / Oral OTC	18	2	20
10/26	EMT Transition EPI	8	2	10
10/28	EMT Transition CPAP	7	3	10
10/14	Business Meeting	18	2	20
	Total			80
Date	Public Education Taught			
	Total			0
Date	Other Activities			
10/18	Training Discussion	3	2	5
10/19	EMT Transition Superglottic Airway	10	2	12
10/23	Scuba Inventory	1	4	5
10/31	Halloween Party	8	5	13
	Total			35
Date	Fire Runs			
10/14	Automated alarm / False alarm	3	1	4
	Total			4
Date	Ambulance Runs			
10/5	21-156, Medical Transport	4	2	6
10/5	21-155, Trouble Breathing	4	1	5
10/6	21-157, Lift Assist	4	1	5
10/8	21-158, Medical Transport / Weakness	8	2	10
10/14	21-159, Diabetic Emergency	4	2	6
10/14	21-160, Transport to Residence	2	1	3
10/15	21-161, Diabetic Emergency	2	2	4
10/20	21-163, Right leg paralyzed	7	2	9
10/24	21-164, Cant get out of bed	2	2	4
10/26	21-165, Young male unconscious	5	1	6
10/30	21-166, Covid positive / SOB	3	2	5
10/31	21-167, Lift Assist	4	1	5
	Total			68
<u>Total hours for the month of October</u>				187

November 2021 ACTIVITIES		Attendance	Hours	Total People Hours
Date	Thursday Meetings			
11/4	Ladders / Hoists	2	1	3
11/11	Bussiness Meeting	14	2	16
11/18	Physical Activity	10	1.5	11.5
	Total			31
Date	Public Education Taught			
11/11	Kindergarden Field trip	3	1	4
	Total			4
Date	Other Activities			
11/9	DUo-Dote and Review	9	1	10
11/11	Officer Meeting	6	1	7
11/22	Hot Wash - Code / Fire	18	3	21
11/23	Training Program Discussion	3	3	6
11/23	Fire Investigation - Blackler	6	2	8
11/24	Dive Training	1	6	7
11/25	Dive Training	1	6	7
11/30	EMT 1 skill review	8	2	10
	Total			76
Date	Fire Runs			
11/19	21-031, False Alrmarm	1	1	2
11/21	20-032, Fire Call out	16	6.5	104
	Total			106
Date	Ambulance Runs			
11/5	21-168, Heart Palpitations	5	3	8
11/6	21-169, Overdose	5	2	7
11/16	21-170, Medical Transport	2	2	4
11/22	21-171, Full Code	6	2	8
	Total			19
Total hours for the month of November				236

December 2021 ACTIVITIES		Attendance	Hours	Total People Hours
Date	Thursday Meetings			
12/9	Bussiness Meeting	12	2	14
12/16	Run Review / Chinney Fire Drill	12	3	15
	Total			29
Date	Public Education Taught			
	Total			0
Date	Other Activities			
12/11	Engine company training	3	1	4
12/16	Training Prep	1	2	
12/17	Admin Work	1	4	5
	Total			9
Date	Fire Runs			
	Total			0
Date	Ambulance Runs			
12/2	<u>21-172</u>	2	1	3
12/8	21-173, 15-mo old seizing	5	1	6
12/12	21-174, Diabetic Emergency	2	1	3
12/12	21-175, Acccidental shooting on boat	5	2	7
12/12	21-176, Medical Transport	2	2	4
12/14	21-177, Medical Transport	2	1	3
12/16	21-178, Collapsed unable to move	8	2	10
	Total			36
<u>Total hours for the month of December</u>				74



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

CITY OF CORDOVA

Office of Chief of Police

From: Nate Taylor, Chief
To: Mayor and Council
Via: Helen Howarth, City Manager
Subject: 4th Quarter 2021 Police Report
Date: January 9, 2022

PERSONNEL:

In November we added Officer Kyle McMicken, which fills all our funded officer positions for the first time in years. Officer McMicken is fully trained and has made a great addition to the team. With our schedule now filled, we are looking forward to being able to attend training and take vacations with less burden on the rest of the staff.

PATROL:

The Cordova Police Department responded to a total of 188 calls for service during the 4th Quarter of 2021. This is down from the 232 in FY20. From these calls 9 arrests were made, down from 13 arrests in FY20. Overall, we had 858 calls for service in 2021. There were 25 citations issued for moving, equipment, parking, and other violations. 17 warnings were also issued.

DISPATCH:

I am pleased to announce we have hired two new dispatchers, Noah Mobley and Sandra Ronnegard. They are both completing their national certifications in Medical, Fire, and Police Dispatching, along with incident command system and correction officer training. We look forward to them being on their own shifts and allowing our other dispatchers some much needed time off.

JAIL:

The department made 9 arrests which, in addition to 4 remands, accounted for 32.5-man days in the jail facility this quarter, compared to 16 arrests and 63-man days in FY20.

Overall, for 2021 the jail housed 62 inmates for a total of 191.5-man days.

We currently have 6 people on some form of electronic monitoring. This includes people released prior to trial and people sentenced to monitoring on conviction. We currently provide both location monitoring via GPS monitors and alcohol monitoring via portable breath test monitoring.

TRAINING:

I was able to attend the Alaska Executive Conference in Anchorage December 8-10th. It featured some great presentations and training from experts in the field and the state department of law. It was also an opportunity for me to meet and network with most police chiefs in Alaska.

DMV:

The DMV office had 176 paid transactions this quarter by 173 customers totaling \$10,527. \$3,341 of that was the city's share. In addition, 7 road tests were conducted. Due to staffing shortages, the DMV was only open one day a week during this quarter. With the newly hired dispatch staff the DMV should be back to its regular schedule of three days per week by the end of January.

PROJECTS / EQUIPMENT:

We are in the process of building two new computers, one for our building camera system and one for our fingerprint machine, as the current computers are failing.

Respectfully,



Nate Taylor
Chief

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)
- 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, 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.

CITY OF CORDOVA



December 16, 2021

State of Alaska, Dept of Commerce, Community, and Economic Development
Alcohol & Marijuana Control Office
550 West Seventh Avenue
Suite 1600
Anchorage, AK 99501

Re: Brewery Liquor License in the City of Cordova

Dear Alcohol Beverage Control Board,

Due to the competing nature of two applicants for the sole brewery liquor license in Cordova, and in acknowledgement of the AMCO Board' policy that it relies heavily on the preferences and priorities expressed by the local governing body, Cordova City Council voted at its regular meeting on December 15, 2021 to recommend that the Alaska Alcohol Beverage Control Board approve the application of "No Road Brewing" for a brewery liquor license in the City of Cordova.

Sincerely,

A handwritten signature in blue ink, which appears to read "Clay R. Koplin". The signature is stylized and fluid.

Clay Koplin
Mayor, City of Cordova



Agenda Item # 11
City Council Meeting Date: 01/19/2022
City Council Communication Form

FROM: Tina Hammer, Deputy Clerk
DATE: 01/14/2022
ITEM: Resolution 01-22-01
ACTION: Supporting PWSRCAC concerns with ADEC proposed changes for oil spill prevention and response regulations

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

- I. **REQUEST OR ISSUE:** The Council appointed representative to PWSRCAC brought this to the City's attention and asked for a Council resolution in response.
- II. **RECOMMENDED ACTION:** Council approval of resolution 01-22-01 will accomplish this.
- III. **FISCAL IMPACTS:** obviously another devastating oil spill like the one endured in 1989 would have significant detrimental fiscal impacts to the City and all of Cordova
- IV. **BACKGROUND INFORMATION:** attached is a 3-page document that PWSRCAC created that gives background and facts related to the concerns with ADCE proposed changes for oil spill prevention and response.
- V. **LEGAL ISSUES:** none
- VI. **SUMMARY AND ALTERNATIVES:** Council could choose not to approve the resolution or could suggest alternatives.

**CITY OF CORDOVA, ALASKA
RESOLUTION 01-22-01**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA PROVIDING
INPUT TO THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION
(ADEC) ON PROPOSED CHANGES TO REGULATIONS ON OIL DISCHARGE
PREVENTION AND CONTINGENCY PLANS**

WHEREAS, as a result of the work of Alaska citizens and the Alaska Legislature following the 1989 *Exxon Valdez* oil spill, Alaska has world-class spill prevention and response requirements to protect its people and environment, as well as commercial and sport fishing, aquaculture, recreation, tourism, subsistence, and cultural interests; and

WHEREAS, the City of Cordova submitted Resolution 02-20-05, in response to ADEC's public scoping seeking input on existing regulations and statutes, stating that the City stands strongly against any legislative or regulatory changes that erode oil spill prevention and response standards, increasing the risk of a catastrophic spill; and

WHEREAS, ADEC has proposed regulatory changes to oil pollution prevention regulations under Article 4 of 18 AAC 75, resulting from that public scoping process; and

WHEREAS, the proposed changes include a number of positive updates including increased clarity within regulations, combination of redundant sections, and use of technology in the interest of modernizing workflow; and

WHEREAS, there are several proposed changes that require additional revision to eliminate concerns that this reform effort could result in diminishment or other reductions in current regulations.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Cordova, Alaska requests that Alaska regulations specify the minimum number of exercises required for crude oil plans be set at one significant Incident Management Team and two field deployment exercises each year, as well as other unannounced exercises as ADEC deems necessary, and that the commitment requiring additional exercises or other appropriate action if a plan holder fails to demonstrate the ability to implement their plan be retained; and

BE IT FURTHER RESOLVED that the Council of the City of Cordova, Alaska believes regulatory changes should not result in diminished emphasis on best available technology (BAT), including retaining the requirement that a BAT conference be held every five years or otherwise stating how they will examine new technologies to meet the mandates of AS 46.04.030 (e); and

BE IT FURTHER RESOLVED that the Council of the City of Cordova, Alaska notes that federal law and the Alaska Oil Spill Commission have recognized the special role of regional citizens advisory councils (RCACs) in reviewing contingency plans; and requests that Alaska regulations continue to name the RCACs for Cook Inlet and Prince William Sound as recipients required to be notified of plan reviews, updates, and amendments, electronically or otherwise; and

BE IT FURTHER RESOLVED that the Council of the City of Cordova, Alaska supports the adoption of International Maritime Organization (IMO) standards for emergency towing arrangements, but requests the additional requirement that tankers calling at the Valdez Marine Terminal be able to deploy the arrangement from the forward (bow) position in 15 minutes.

PASSED AND APPROVED THIS 19th DAY OF JANUARY 2022

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



Concerns with ADEC Proposed Changes for Oil Spill Prevention and Response Regulations

The Council is an independent nonprofit corporation guided by its mission: Citizens promoting the environmentally safe operation of the Alyeska terminal and associated tankers.

Summary:

In late 2019/early 2020, the Alaska Department of Environmental Conservation (ADEC) held a public scoping for the state's statutes and regulations regarding oil discharge prevention and contingency plans. ADEC released their proposed changes to regulations resulting from that scoping process in November 2021, and a public comment period is currently open for this regulatory reform package.

Comments can be submitted to ADEC here: <https://spar.alaskadec.commentinput.com/?id=uh7DP>

Deadline for public comments is January 31, 2022.

Prince William Sound Regional Citizens' Advisory Councils (PWSRCAC) staff have been working through the proposed regulatory reform package. Our review has noted a number of positive changes proposed including increased clarity within regulations, combination of redundant sections, and use of technology in the interest of modernizing workflow. However, we have also identified concerns with some of the changes for our region.

The Council is in the process of developing public comments for submission to ADEC, which will be publicly available once they are finalized. In the interest of supporting our stakeholders in submitting their own public comments, the following information covers what we believe to be the top issues important to ensuring that nothing is lost or diminished through the current regulatory reform effort.

Top concerns:

#1: The proposed regulation changes provide an inadequate minimum number of oil spill drills and exercises and could reduce the total number that ADEC may conduct for larger crude operators, such as those in Prince William Sound. These drills and exercises are a key piece of a robust oil spill prevention and response system, ensuring rapid deployment of resources for effective containment and cleanup should a spill occur and supporting safety for responders by allowing them to practice response activities ahead of an actual emergency.

- **Recommendation:** The minimum number of exercises required for crude oil plans should be set at one (1) significant Incident Management Team and two (2) field deployment exercises per year, as well as other unannounced exercises as ADEC deems necessary. Regulations should also retain the commitment that if a plan holder fails to demonstrate the ability to implement their plan, ADEC will require additional exercises or take other appropriate action.

#2: The existing regulations have commitments to examine best available technologies (BAT) in use outside of Alaska, engage in studies, evaluate and identify where new technologies could be applicable in Alaska, and hold a conference related to advancing this knowledge, as well as providing findings to plan holders. The proposed changes remove the language requiring the BAT conference and it is uncertain how or if ADEC will meet the vision and intent of ensuring that oil spill response and prevention equipment, and other spill functions that have previously been subject to this BAT analysis, is the most effective and available as new technologies emerge.

- **Recommendation:** The State of Alaska and ADEC should continue to show leadership in staying informed and promoting best available technology. Regulatory changes should not result in any diminished emphasis on best available technology, including retaining the requirement that a BAT conference be held every five years or otherwise stating how they will examine new technologies to meet the mandates of AS 46.04.030(e).

#3: The existing regulations require both RCACs (Prince William Sound and Cook Inlet) receive printed materials during contingency plan renewals, updates, and amendments. Each RCAC represents multiple boroughs, municipalities, and organizations throughout Cook Inlet, Kodiak, and Prince William Sound. The language identifying each RCAC has been removed as part of the proposed changes. Instead, the department intends to notify “interested stakeholders” that these materials are available for review via an ADEC listserv. While both RCACs support materials being distributed electronically and having these plans electronically searchable, we have concerns and questions around practical aspects of using a listserv. In particular, given staffing reductions over the past several years and position turnover, the department’s ability to implement this in a timely manner that allows interested parties to easily access the specific information they need is uncertain.

Federal law recognizes the RCACs’ special role in reviewing contingency plans within the Oil Pollution Act of 1990. The Alaska Oil Spill Commission similarly recommended that the RCACs be integrated into a state system of citizen oversight including government agency operations.

- **Recommendation:** The regulations should continue to specifically name the RCACs for Cook Inlet and Prince William Sound as recipients required to be notified of plan reviews, updates, and amendments, electronically or otherwise.

#4: Proposed regulations would change tow package requirements for tankers calling at the Valdez Marine Terminal. With technological improvements since the early 1990s, it should be readily feasible for all tankers calling at the terminal to be outfitted with both forward (bow) and aft (stern) emergency towing systems capable of being deployed in 15 minutes or less.

- **Recommendation:** The adoption of International Maritime Organization (IMO) standards for emergency towing arrangements is appropriate, but with the additional requirement that tankers calling at the Valdez Marine Terminal be able to deploy the arrangement from the forward (bow) position in 15 minutes.

Specifics on where to find the sections related to these concerns within the regulatory reform package are available by contacting the Council.

We hope other stakeholders will consider providing public comments on these important issues by the January 31 deadline.

The focus of this update is to assist the public in understanding the implications of proposed regulatory changes and in developing meaningful comments that support maintaining strong oil spill prevention and response requirements in Alaska.

Additional background:

In October 2019, ADEC solicited public comments on areas where Alaska oil spill regulations and statutes could be streamlined. Specifically, ADEC focused on [18 AAC 75, Article 4](#) and [Alaska Statute 46.04 \(AS 46.04\)](#) which deal with oil discharge prevention and contingency plan requirements. At that time, ADEC Commissioner Jason Brune issued a press release stating that he had heard “contingency plans were unnecessarily burdensome while lacking environmental benefits,” and to achieve Governor Dunleavy’s goal of Alaska being open for business, ADEC was beginning a scoping process seeking input from the public on these regulations and statutes.

ADEC received more than 350 comments from approximately 130 parties, which can be viewed on [ADEC’s public scoping page](#) under [Public Comments](#). As can be seen from reviewing these comments, the majority support maintaining current regulation standards and oppose any changes that would weaken regulations. Commissioner Brune has reported that he and his staff met on a weekly basis for several months in 2020 to review comments received. The proposed regulatory changes are the result of what he and his team put together from that effort.

Note: ADEC has stated that there are currently no changes to laws anticipated at this time. While regulation changes, like those proposed, can be made by the agency that oversees them (in this case ADEC), state statutes (laws) can only be amended by the State Legislature.

Prince William Sound Regional Citizens’ Advisory Council: www.pwsrcac.org



AGENDA ITEM # 12
City Council Meeting Date: 01/19/2022
CITY COUNCIL COMMUNICATION FORM

FROM: City Manager

DATE: 01/14/2022

ITEM: Resolution 01-22-02 – Participation in the State of Alaska Deferred Compensation Plan

NEXT STEP: Pass Resolution 01-22-02

☐ INFORMATION
☐ MOTION
☒ RESOLUTION
☐ ORDINANCE

I. REQUEST OR ISSUE:

Approve, via Resolution 01-22-02, the City of Cordova's participation in the Public Employees' Deferred Compensation Program of Alaska.

II. RECOMMENDED ACTION / NEXT STEP:

Staff recommends that City Council approve the resolution.

"I move to approve Resolution 01-22-02 "

III. FISCAL IMPACTS:

None

IV. BACKGROUND INFORMATION:

The State of Alaska administers a deferred compensation program under statutory authority. Eligibility has been extended to political subdivisions of the State.

A 457(b) deferred compensation plan is an employer-sponsored retirement savings account with tax benefits to the participants. Employees contribute pre-tax earnings into a managed retirement savings account in which earnings are also tax-deferred. Employees reduce their current tax liability while investing for their retirement.

The City of Cordova has offered its employees 457(b) options through several different providers, most recently International City/County Management Association Retirement Corporation (ICMA-RC), now re-branded as Mission Square Retirement.

Participation in the State's 457(b) plan affords several benefits.

- a. Publicly administered retirement savings programs typically charge investors lower fees than other investment companies.
- b. The Department of Administration administers both the Public Employee's Retirement System (PERS) and the Public Employees' Deferred Compensation Program, ensuring that the two programs are compatible and mutually supportive.
- c. The Department of Administration oversees and maintains fiduciary responsibility for the plan provider (currently Empower Retirement).
- d. Because the program is managed by the same entity that manages employees' PERS accounts, participating employees are able to work with a single retirement management company, instead of having to coordinate investment and retirement options between different entities.
- e. When preparing for retirement, Empower Retirement is able to assist employees in calculating their expected financial position by considering both their PERS benefits and their voluntary savings, allowing employees to better evaluate their financial position post-employment.

VI. LEGAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

N/A

**CITY OF CORDOVA, ALASKA
RESOLUTION 01-22-02**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE PARTICIPATION OF ITS EMPLOYEES IN THE PUBLIC
EMPLOYEES' DEFERRED COMPENSATION PLAN OF ALASKA AND THE
PAYMENT OF THE REQUIRED CONTRIBUTIONS, PURSUANT TO AS 39.45 ET SEQ**

WHEREAS, the City of Cordova, located in Cordova, Alaska, wishes to increase the fringe benefits of its employees by adoption of an alternative deferred compensation program;

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

1. Pursuant to AS 39.45.010 et. seq., the City Council of the City of Cordova requests permission to become a participating employer of the Public Employee's Deferred Compensation Program of Alaska.
2. All regular full-time and part-time employees of the City of Cordova shall be participating members of the Public Employees' Deferred Compensation Program of Alaska.
3. The following employee groups are excluded from participation: temporary, contract, or other employees specifically excluded from the Participation Agreement between the City of Cordova and the Alaska Public Employee's Retirement System.
4. The City of Cordova acknowledges the Public Employees' Deferred Compensation Program of Alaska is a voluntary plan which accepts employee contributions on either a pre-tax or post-tax basis through payroll deduction. No employer contributions may be made to the program.
5. The City of Cordova further requests that participation in the Public Employee's Deferred Compensation Program of Alaska be made effective April 1st, 2022.
6. The City of Cordova authorizes and directs City Manager, Helen Howarth, to:
 - a. Take any and all steps necessary to enroll the City of Cordova and its employees in the Public Employee's Deferred Compensation Program;
 - b. Initiate a Participation Agreement between the City of Cordova and the State of Alaska Department of Administration.

PASSED AND APPROVED THIS 19th DAY OF JANUARY 2022.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM # 13

City Council Meeting Date: 1/19/22

CITY COUNCIL COMMUNICATION FORM

FROM: Kevin Johnson, City Planner

DATE: 1/19/2022

ITEM: Letter of Interest Lot 2, Block 7a, Tidewater Development Park

NEXT STEP: Direct City Manager on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Direct City Manager on Disposal and Disposal Method
Applicant: No Road Brewing, LLC
Legal Description: Lot 2, Block 7a, Tidewater Development Park
Zoning: None
Attachments: Location Map
Letter of Interest
Harbor Commission Resolution

II. RECOMMENDED ACTION / NEXT STEP:

Staff suggest the following motion:

“I move to dispose of a portion of Lot 2, Block 7a, Tidewater Development Park as outlined in Cordova Municipal Code 5.22.060 B by *”

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with No Roads Brewing, LLC to lease or purchase the property.
2. Requesting sealed proposals to lease or purchase the property.
3. Inviting sealed bids to lease or purchase the property.
4. Offering the property for lease or purchase at public auction.

III. FISCAL IMPACTS:

The fiscal impacts of this consist of the city continuing to receive rent payments once the science center has moved out.

IV. BACKGROUND INFORMATION:

Curtis and Christiana Fincher have submitted a letter of interest to lease the building that is currently occupied by the Prince William Sound Science Center (PWSSC) once they have move into their new building. This is anticipated to happen late summer 2022.

The Fincher's are proposing to use the space to open a taproom/brewery that offers a variety of locally brewed beverages for onsite consumption, growler filling, and keg sales to local restaurants. They describe the business as a place for neighbors to gather and build community in a kid-friendly, dog-friendly, cheery, casual atmosphere.

They have already begun the process of obtaining necessary licensing from the state and have laid out an overview of their business plan including funding, metrics to measure their success, and employment goals.

The city could not enter into a lease agreement until PWSSC has officially provide notice of their intent to vacate. Until that time, a contract could be entered into with No Road Brewing that would allow them the first opportunity at leasing the space once available.

This proposal was brought before the Harbor Commission for their recommendation, which has been provided via a resolution which has been attached to this memo. The Harbor Commission recommended that the city keep the building rented in the short term once PWSSC ends their lease. They also recommend that the length of the lease be limited to consider the potential for that area of the harbor to be rebuilt in the next five to seven years.

The Planning and Zoning Commission reviewed the Harbor Commissions recommendation and concurred with their resolution. They agreed that it is in the best interest of the City to maintain a tenant in the space so that rent can continue to be collected and the building does not fall further into disrepair. P&Z also agreed that the lease should be limited in the length of its term so that the City has the ability to renovate that portion of the harbor if funds become available in the near future. A motion was passed to concur with the Harbor Commissions resolution and to move that resolution on to the City Council for their final decision.

VI. LEGAL ISSUES:

Legal review of lease required.

VII. SUMMARY AND ALTERNATIVES:

N/A

Dear City Manager Howarth,

Please find enclosed our Letter of Interest to Lease 300 Breakwater Ave upon and in the case of its vacation by the Prince William Sound Science Center.

Interested parties:

Curtis and Christiana Fincher, via No Road Brewing LLC.
POB 1384; 323 First Street.

Use for which the interested party proposes to lease the property:

No Road Brewing will be a taproom/brewery with a production capacity of approximately 250 barrels per year located in Prince William Sound Science Center's old headquarters.

No Road Brewing will focus on taproom sales, serving fresh, unfiltered beer, with a core taplist that includes Irish Stout, Brown Ale, Vienna Lager, American Pale Ale, and Hefeweizen. We will also offer growler fills for offsite consumption and kegs for local restaurants.

We anticipate seeking a \$240,000 business loan at 30% down for necessary improvements and a 5 BBL brewing system.

Breweries serve as an ideal "third place" in contemporary American culture. Not home, not work, but a third place to gather with neighbors and build community. With this in mind, No Road Brewing's most important asset will always be its atmosphere: kid-friendly, dog-friendly, cheery, casual, and relatively sober (there is a 36 oz/person limit on Brewery taproom sales in Alaska).

In addition to the obviously stupendous location and view, one of our favorite things about the old Science Center building as the location for our brewery is our hope that locating it on City-owned property will allow all members of our community to feel a sense of ownership and like they belong there. We plan to host as many beer-peripheral events as possible: the Valdez brewery for instance, showcases local arts and crafts every week.

In this last year in Cordova, Christiana and I have found the place we want to make home. Now it's time for us to build something here, because that is what motivated young people are meant to do. Breweries have a historic success rate of 75% in the United States since 1980.

We plan to employ two to three part time employees: one to two servers, and one co-brewer to help Christiana on brew days. We plan to be open year round.

Breweries are great for tourism. Google "things to do" for any Alaska town our size. Cordova is unusual in not having a brewery. A brewery is even mentioned in Cordova's Comprehensive

plan: "Strategy 4: Incentivize and Support Business Development": Promote and encourage entrepreneurs to explore new industries such as ... a local brewery (36)."

Recognizing all this, the City of Sitka actually loaned \$637,000 *of City funds* to start their brewery. Here, the City of Cordova and its public are getting a much better deal: we are proposing to put our own skin in the game at no risk to the City or taxpayer other than renting us this space in the event that it is vacated by the Prince William Sound Science Center when they occupy their new campus.

The success of No Road Brewing will ultimately be assessed in terms of community impact. Does it provide a novel space for community interaction? Does it stimulate the local economy? Does it make Cordova a more attractive tourist destination? These objectives will be quantified and measured through the following metrics:

Economic Sustainability:

- Do *No Road's* beer sales total over 200 barrels in its first year?

Community Impact.

- Does *No Road* support employees *who are happy to work there and feel fairly compensated*?
- Does *No Road* host or co-host any community events, such as the "Beer Mile", a "Sea-to-Ski Relay Race", or local art showcases?

We have already begun our application for the lone Brewery License available for Cordova with the State of Alaska Alcoholic Beverage Control Board, including a three week public notice period in The Cordova Times that began 10/1.

We thank you for your time and for your consideration of our proposal.

Sincerely,

Curtis and Christiana Fincher.

The image shows two handwritten signatures in blue ink. The first signature is a large, stylized 'C' followed by 'urtis', likely representing Curtis Fincher. The second signature is a more complex, cursive script, likely representing Christiana Fincher.

**CORDOVA HARBOR COMMISSION
CORDOVA, ALASKA
RESOLUTION 11-21-02**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA
RECOMMENDING CITY COUNCIL DIRECT STAFF TO BRING A REQUEST FOR PROPOSALS
TO LEASE THE SPACE CURRENTLY OCCUPIED BY PRINCE WILLIAM SOUND SCIENCE
CENTER UPON THEIR VACATION OF THE SPACE AND SHOWING SUPPORT FOR THE
NO ROADS BREWING PROPOSAL.**

WHEREAS, the current lease between the City of Cordova and Prince William Sound Science Center (PWSSC) expires December 31, 2022; and

WHEREAS, PWSSC may vacate the premises prior to lease expiration, dependent on the progress of their new campus construction and therefore the City should be prepared to find a tenant as the space should remain leased in the short term; and

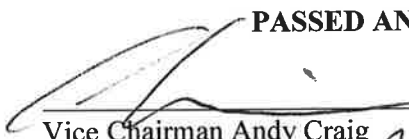
WHEREAS, the Harbor Commission is in support of new business and new uses being opened in Cordova and that a brewery would be a good use of the space; and

WHEREAS, the Harbor Commission would like to see a request for proposals be published to see what other proposals may be received for the space; and

WHEREAS, the current Harbor Facilities Master Plan calls for expansion and reconfiguration of the area currently occupied by PWSSC and therefore recommends a new lease be limited to five to seven years; and

NOW, THEREFORE, BE IT RESOLVED, that the Harbor Commission of the City of Cordova, Alaska, recommends City Council direct staff to begin the request for proposals process to lease the space currently occupied by Prince William Sound Science Center upon their vacation of the space and showing support for No Roads Brewing proposal.

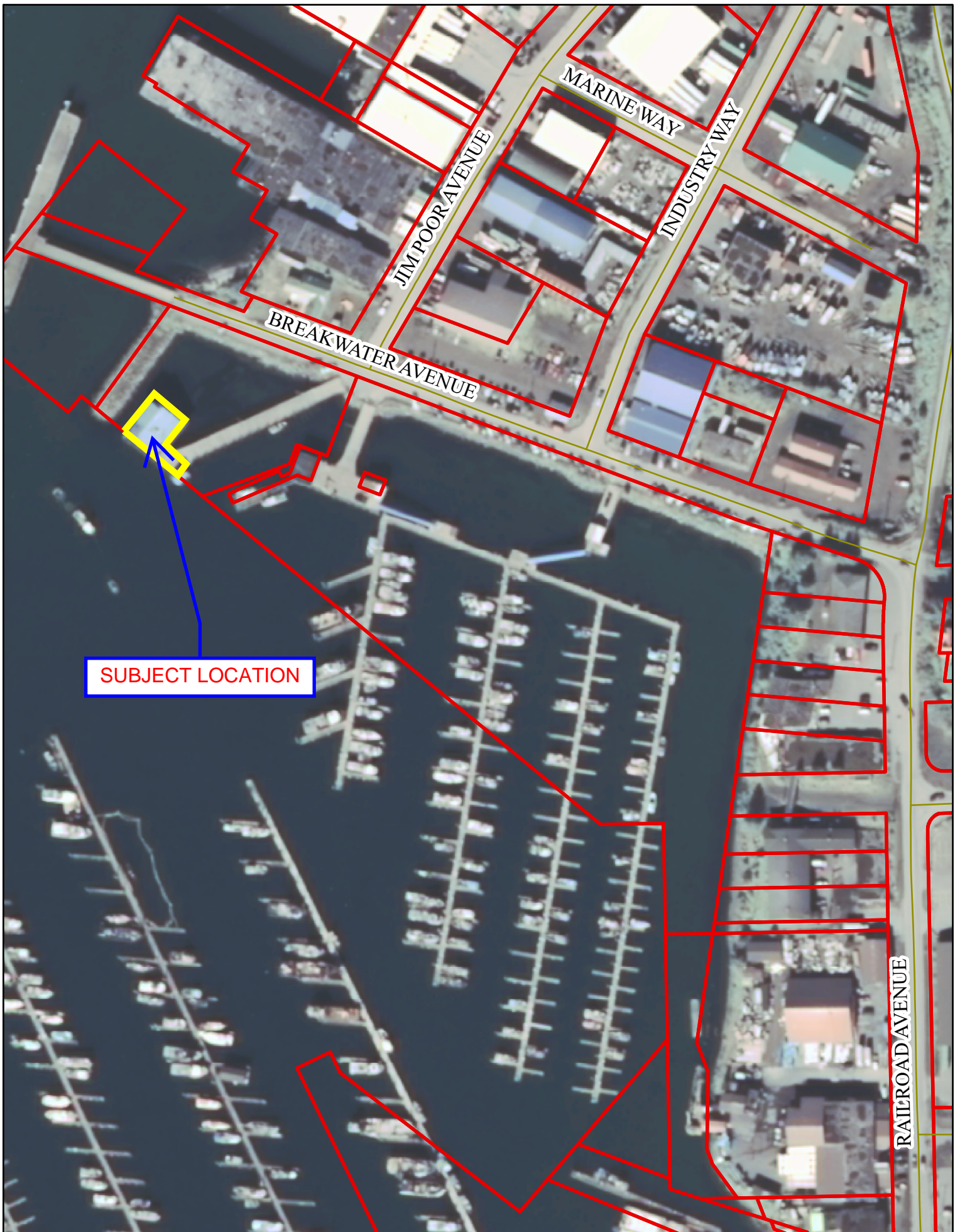
PASSED AND APPROVED ON THE 18th DAY OF NOVEMBER 2021.



Vice Chairman Andy Craig



Tony Schinella, Cordova Harbormaster



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.



initially put on or revisited

- date referred

- 50



City Council of the City of Cordova, Alaska

Pending Agenda January 19, 2022 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
re-appointed June 2018
re-appointed March 2016
re-appointed March 2014
appointed April 2013
2 year term until March 2022
- 2) Prince William Sound Aquaculture Corporation Board of Directors**
Tom Bailer re-appointed October 2021
re-appointed October 2018
appointed February 2017-filled a vacancy
3 year term until Sept 2024
- 3) Southeast Conference AMHS Reform Project Steering Committee**
Mike Anderson appointed April 2016
Sylvia Lange alternate
until completion of project

**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

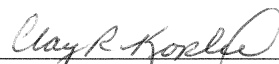
and;

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


January 2022

CALENDAR MONTH JANUARY
CALENDAR YEAR 2022
1ST DAY OF WEEK SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31 City Hall Closed New Year's Day Holiday 12/31	1  winter break
					CSD Winter Break 12/20-1/3	
2	3	4	5	6	7	8
			7:00 Council reg mtg CCAB			
9	10	11	12	13	14	15
		6:30 P&Z CCAB	6:00 Harbor Cms CCAB 7:00 Sch Bd HSL			
16	17	18	19	20	21	22
	City Hall Closed MLK Jr. Day Holiday 1/17		5:30 CTC Board Meeting			
			7:00 Council reg mtg CCAB			
23	24	25	26	27	28	29
				6:00 CCMCAB HCR		
		6:00 P&R CCAB	6:00 CEC Board Meeting			
30	31	Notes				
Mar 1, 2022 Election: declaration of candidacy period closes 1/31/22		Legend: CCAB-Community Rms A&B HSL-High School Library	CCA-Community Rm A CCB-Community Rm B CCM-Mayor's Conf Rm CCER-Education Room	LN-Library Fireplace Nook CRG-Copper River Gallery HCR-CCMC Conference Room	Cncl - 1st & 3rd Wed P&Z - 2nd Tues SchBd, Hrb Cms - 2nd Wed CTC - 3rd Wed P&R - last Tues CEC - 4th Wed CCMCA Bd - last Thurs	

February 2022

CALENDAR MONTH **FEBRUARY**
CALENDAR YEAR **2022**
1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	Mar 1, 2022 Election: declaration of candidacy period closes 1/31/22	1	2 7:00 Council reg mtg CCAB	3	4	5 
Iceworm Festival "Ahoy Iceworm" Jan 29 - Feb 5, 2022						
6	7	8 - early voting site open @ City Hall Feb 8 - Feb 28 M-F 8a-5p 6:30 P&Z CCAB	9 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	10	11	12
13	14 ♥HAPPY Valentine's DAY♥	15 - early voting site open @ City Hall Feb 8 - Feb 28 M-F 8a-5p	16 5:30 CTC Board Meeting 7:00 Council reg mtg CCAB	17	18	19
20	21 City Hall Closed President's Day Holiday 2/21	22 - early voting site open @ City Hall Feb 8 - Feb 28 M-F 8a-5p 6:00 P&R CCAB	23 6:00 CEC Board Meeting	24 6:00 CCMCAB HCR	25	26
27 - early voting site open @ City Hall Feb 8 - Feb 28 M-F 8a-5p	28	1	2	3	4	5

6	7	Notes Legend: <u>CCAB</u> -Community Rms A&B <u>HSL</u> -High School Library <u>CCA</u> -Community Rm A <u>CCB</u> -Community Rm B <u>CCM</u> -Mayor's Conf Rm <u>CCER</u> -Education Room <u>LN</u> -Library Fireplace Nook <u>CRG</u> -Copper River Gallery <u>HCR</u> -CCMC Conference Room Cncl - 1st & 3rd Wed P&Z - 2nd Tues SchBd, Hrb Cms - 2nd Wed CTC - 3rd Wed P&R - last Tues CEC - 4th Wed CCMCA Bd - last Thurs				
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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, Vice Mayor	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	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 22

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	Linnea Ronnegard, Chair CCMCBoardSeatC@cdvcmc.com	Mar 6, 2018, Mar 2, 2021	March-24
3 years	Greg Meyer 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	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	Debra Adams	Dec '21	November-24
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			November-21
3 years	Tom McGann	Feb '21	November-23
3 years	Chris Bolin	Sep '17, Nov '18 Dec '21	November-24
3 years	Trae Lohse	Nov '18, Dec '20	November-23

seat up for re-appt in Nov 22

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	Christa Hoover	Dec '21	November-24

Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney, Chair	Aug '14, Nov '15, Nov '18, Dec '21	November-24
3 years	Henk Kruithof	Nov '19	November-22
3 years	Aaron Hansen	Dec '21	November-24
3 years	Kirsti Jurica	Nov '18, Dec '21	November-23
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			November-23
3 years	Wendy Ranney	Nov '18, Dec '21	November-24
3 years	Nancy Bird	Nov '17, Nov '18 Dec '21	November-24
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 22

vacant