

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
March 2, 2022 @ 7:00 pm
Cordova Center Comm 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
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 February 2, 2022 Regular Council Meeting..... **(page 1)**
6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member **Cathy Sherman** from the February 16, 2022 Regular Meeting

H. Approval of Minutes – in consent calendar

I. Consideration of Bids

7. Award of Contract for Engineering Services, Design Review, Grant **(voice vote)(page 4)**
Administration and Geotechnical Study for South Harbor Rebuild

J. Reports of Officers

8. Mayor's Report
9. City Manager's Report
 - a. Harbor rebuild update
10. City Clerk's Report

K. Correspondence..... (see primer for description page 7)

11. 02-04-22 USACE Public Notice regarding Permit Modifications..... **(page 8)**
<https://www.poa.usace.army.mil/Missions/Regulatory/Public-Notices/Article/2924515/poa-1994-01014-orca-inletpn/>
12. Notice of DoT Online Public Meeting for 2nd Street Reconstruction Project..... **(page 17)**

L. Ordinances and Resolutions

- 13. Resolution 03-22-03..... (voice vote)(page 18)**
A Resolution of the Council of the City of Cordova, Alaska, Designating Capital Improvement Projects
- 14. Resolution 03-22-04..... (voice vote)(page 22)**
A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Solstice Alaska Consulting, Inc. to provide consultation, documentation, and permitting for National Environmental Protection Act (NEPA), US Endangered Species Act (ESA) biological assessment, and multiple Incidental Harassment Authorization permits for the South Harbor Rebuild Project
- 15. Resolution 03-22-05..... (voice vote)(page 26)**
A Resolution of the Council of the City of Cordova, Alaska, Adopting the 2022 Land Disposal Maps

M. Unfinished Business - none

N. New & Miscellaneous Business

- 16. Council approval of ARPA Funds – Capital Spending Plan..... (voice)(page 43)**
- 17. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 49)**

O. Audience Participation

P. Council Comments

Q. Executive Session

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

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

R. Adjournment

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
February 2, 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 February 2, 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 **Anne Schaefer**, **David Allison**, and **David Glasen**. Council members **Tom Bailer**, **Jeff Guard**, and **Melina Meyer** were present via teleconference. Council member **Cathy Sherman** 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. **M/Glasen S/Bailer** to amend the agenda by removing item number 19 permanently. **Glasen** said he thinks they can still ask questions of **Dr. Sanders** during her CCMC report. There was no other Council member who commented.

Vote on the motion to amend: 4 yeas, 2 nays (Meyer, Guard), 1 absent (Sherman). Motion was approved.

Vote on the motion as amended: 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: none
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. Minutes of the December 15, 2021 Council Public Hearing
 6. Minutes of the December 15, 2021 Regular Council Meeting
 7. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of Council member Cathy Sherman from the January 5, 2022 Regular Meeting, unexcused absence of Council member Jeff Guard and excused absence of Mayor Koplin from the January 19, 2022 Regular Meeting
- Vote on the Consent Calendar: 6 yeas, 0 nays, 1 absent. Meyer-yes; Allison-yes; Bailer-yes; Guard-yes; Sherman-absent; 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

8. Mayor's Report – **Mayor Koplin** reported: 1) has been loosely following events in Juneau – that is just starting up down there.
9. Manager's Report – City Manager **Helen Howarth** reported: 1) met with **Bert Adams** of NVE last week and there is limited movement on hospital sale because they are still pursuing other federal opportunities – she did talk to him about other partnerships such as South Harbor and housing – hope to collaborate on those; 2) raw fish tax challenges were mentioned in her report – she's received 4; 3) IBEW negotiations – will bring an item to a future agenda when it's ready.

a. Public Works Director, **Samantha Greenwood**, harbor rebuild update, Harbormaster **Schinella** reported that **Curtis Fincher** created a video of interviews with **Greenwood** and himself that will be out on social media this week to promote Prop 1; There is a booth in Cordova Center for Iceworm to give out info and answer questions regarding prop 1. **Mark Keller** was on the line to give a report – February 10 kickoff

meeting with the RAISE folks – project delivery approach to be design-build. Schedule – he anticipates demo to occur from fairway out to breakwater and then build it back from breakwater out to fairway – logical sequence. Cost – right now in the neighborhood of \$34 million – but price proposals will definitively determine that number – once we get RFP's out and proposals back in. Possible issues: geotechnical conditions, supply chain delays, impact of inflation, permitting delays. A contract is being negotiated and will be forthcoming – R&M consulting.

b. Letters written to 4 taxpayers contesting the .5% Raw Fish Tax

c. 01-21-22 NOAA Multiple Alaska Fishery Disaster Declarations Announcement

10. City Clerk's Report – **Bourgeois** reported: 1) fisheries disaster declaration – was put into the packet to inform citizens, locals that maybe can look into that and also the City should see a share of that; 2) Election update – she informed Council of the declared candidates and gave info about early voting and requesting ballots by mail, all available on City website on the "Election Information" page.

11. Staff Quarterly Reports:

a. Cordova Public Library, **Debbie Carlson** Department Director

b. UBS Financial Services, Inc., **Chad Adams**, City Investments

K. Correspondence

12. 12-13-21 Email & letter from **Brooke Stewart** re: brewery license

13. 12-14-21 Email from **A. Kleissler** re: brewery license

14. 12-14-21 Email from **K. Jurica** re: brewery license

15. 01-14-22 Letter from DCCED, Cordova FY2023 population determination

L. Ordinances and Resolutions - none

M. Unfinished Business – none

N. New & Miscellaneous Business

16. Council approval of innovative procurement process (design-build) for Crater Lake siphon project

M/Schaefer S/Bailer to authorize the City Manager to use design-build as the procurement method for the Crater Lake siphon project.

Schaefer said the project is fully funded and we heard all about this design-build procurement method at our last meeting, she thinks it makes a lot of sense for this. **Bailer** also said he supports the motion.

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

17. Council approval of innovative procurement process (design-build) for South Harbor rebuild project

M/Glasen S/Schaefer to authorize the City Manager to use design-build as the procurement method for the South Harbor rebuild project.

Glasen said it is the cheaper way to do it with fewer headaches in the process. **Schaefer** also supports this.

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

18. Council direction to staff after Sales Tax discussion

Allison began the discussion by saying that he has a problem, not necessarily with the Code, but with the implementation of it. People using exemptions inappropriately. **Allison** said he is ok keeping the cap at \$3,000 if it is implemented correctly. Enforcement needs to change. **Bailer** wanted to know why some of these exemptions exist – why on daycare, why on real estate commissions, why were these put in at one point?

Schaefer said she agreed with **Allison** about implementation, she asked the manager how we would go about that. **Howarth** said the issue is we do not have the staff for enforcement. **Howarth** said we rely on the individual business owners to interpret it correctly and on the honor system to prepare and submit their tax returns accurately. **Guard** thought maybe we should look at exempting goods but not services. There was further lengthy discussion – some suggested maybe not having a sales tax cap at all anymore, some agreed with **Guard** that maybe it should be on sales of goods but not services or rents, others believed the \$3,000 should be raised. Fuel fill-ups were another question to consider. Should one fill-up of \$10,000 be capped at \$3,000?

Howarth said it would be helpful to clearly communicate with the business owners. **Schaefer** suggested using

the Chamber of Commerce to assist with communication. **Guard** wondered if staff could put together a list of exemptions and what those are costing the City.

~~19. Discussion of COVID-19 Emergency Response~~ this was removed at approval of the agenda

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

Howarth said she and staff are putting together an updated list for CIP so that will be coming to Council – she wants to get projects ready for grant proposals and funding sources and wants Council to weigh in on priorities.

Allison named several items on the referred list that could go away – Council concurred, and the Clerk would be removing 3 items from that list.

O. Audience Participation - none

P. Council Comments

Guard thanked staff for everything put into tonight's meeting. He thinks there needs to be more discussion about sales tax exemptions. He wants us to start early discussion, community outreach, about how we are going to be dealing with deficits in future budgets. We need to look at what it really costs to supply the services in town, and we need to hear from citizens about what services they really want.

Meyer thanked staff, thanked **Helen** for the written report in the packet. She also would like more information about sales tax, about where the leakage actually is in the exemptions.

Bailer said he agrees that **Guard's** comments are right on.

Schaefer agrees with comments before her, thanked staff and thanked **Helen** for the written report.

Glaser thanked staff and thanked **Helen** for the fish tax dispute letters – well-written.

Allison agrees with taking the Covid-19 item off, thinks we can ask **Dr. Sanders** about it during CCMC report. He'd like Council to be more involved in projects with the Covid money when it comes through. He looks forward to financial reports. He mentioned that evaluation time is past due and upon us for the Clerk and Manager.

Mayor Koplin said he began work on those with HR, so he'd be getting with Council on the evals.

Q. Executive Session - none

R. Adjournment

M/Glaser S/Allison to adjourn the meeting.

Hearing no objection **Mayor Koplin** adjourned the meeting at 8:35 pm.

Approved: March 2, 2022

Attest:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM 7
City Council Meeting Date: 2/22/2022
CITY COUNCIL COMMUNICATION FORM

FROM: Samantha Greenwood, Public Works Director

DATE: 1/25/22

ITEM: Award of RFP PW#22-01 Engineering Services for Design Review, Support, Grant Administration, and Geotechnical study for South Harbor Rebuild Project

NEXT STEP: Council authorizes the City Manager to negotiate this contract

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: This form constitutes the memorandum required per Code per 5.12.040 setting forth the following:

- A. Identity of Contractor: *R&M Consultants*
- B. Contract Price: *\$664,158*
- C. Nature & quantity of the work that the City shall receive under the contract:

The engineering firm will provide review and expertise in development of the South Harbor Rebuild design-build RFP, will perform a geotechnical study and report, develop geotechnical data for inclusion in RFP, evaluation of RFP proposals received, after award review of submittals, and technical support for components throughout the project. The firm will also provide a grant administrator for the duration of the project to help coordinate the reimbursement submittals, reports, and the procurement regulations of the multiple grants awarded.

- D. The time for performance under the contract.

It is anticipated that this contract will be completed when the close out for the design-build South Harbor Restoration is completed. That work is presently scheduled to be closed out on June 30, 2023 following the completion of construction on April 30, 2023.

II. RECOMMENDED ACTION / NEXT STEP: Council suggested motion “to direct the City Manager to negotiate a contract with R&M Consultants to provide engineering services for design review, geotechnical support and grant administration for a sum not to exceed Six Hundred and Sixty-Four Thousand, One hundred and Fifty Eight dollars (\$664,158)”.

III. FISCAL IMPACTS: The contract will be paid from 702-397-41095 Harbor Reserve. This account currently has a balance of 1.8 million and expenditures are being tracked for the Harbor project.

IV. BACKGROUND INFORMATION: The South Harbor Rebuild Project is a monumental endeavor; the most significant project that the City has undertaken since the building of the Cordova Center. This historic project is financially substantial, logistically complicated and the design requires technical expertise in marine engineering. The team has identified specific services and expertise required for the entire project and included those in the request for proposals. This entity will constitute a critical component of the team for the RFP creation, proposal reviews and the adherence to the multiple grant requirements; the services and expertise they offer to the project team are vital for the successful completion of the project.

V. LEGAL ISSUES: The RFP adheres to the City Code 5.12.130 - Competitive sealed proposals and this memo reflects requirements of 5.12.040.

VI. SUMMARY AND ALTERNATIVES: Council could choose not to approve the contract.

5.12.040 - Council approval of contracts.

No contract for supplies, services or construction which obligates the city to pay more than twenty-five thousand dollars may be executed unless the council has approved a memorandum setting forth the following essential terms of the contract:

- A. The identity of the contractor;
- B. The contract price;
- C. The nature and quantity of the performance that the city shall receive under the contract; and
- D. The time for performance under the contract.

(Ord. 1019 § 1, 2008: Ord. 874, 2000: Ord. 809 (part), 1998).

(Ord. No. 1093, § 1, 1-4-2012)

5.12.130 Competitive sealed proposals.

- A. If the city manager determines in writing that use of competitive sealed bidding is not practicable, the city may procure supplies, services or construction by competitive sealed proposals under this section.
- B. The city manager shall solicit competitive sealed proposals by issuing a request for proposals. The request for proposals shall state, or incorporate by reference, all specifications and contractual terms and conditions to which a proposal must respond, and shall state the factors to be considered in evaluating proposals and the relative importance of those factors. Public notice of a request for proposals shall be given in accordance with Section 5.12.110(B). A request for proposals may be modified or interpreted only in the manner provided in Section 5.12.110(C).
- C. Sealed proposals shall be submitted by mail, delivery service or in person at the place and no later than the time specified in the request for proposals. Proposals not submitted at the place or within the time so specified shall not be opened or considered.
- D. Proposals shall be opened so as to avoid disclosing their contents to competing proposers before notice of intent to award a contract is issued. Proposals, tabulations and evaluations thereof shall be open to public inspection only after notice of intent to award a contract is issued. To the extent the proposer designates in writing and other provisions of law permit, trade secrets and other proprietary data contained in a proposal document shall be withheld from public inspection.
- E. In the manner provided in the request for proposals, the city manager may negotiate with those responsible proposers whose proposals are determined by the city manager to be reasonably responsive to the request for proposals. Negotiations shall be used to clarify and ensure full understanding of the requirements of the request for proposals. The city manager may permit proposers to revise their proposals after submission and prior to award to obtain best and final offers. Proposers deemed eligible for negotiations shall be treated equally regarding any opportunity to discuss and revise proposals. In conducting negotiations or requesting revisions, the city shall not disclose any information derived from proposals of competing proposers.
- F. Award shall be made by written notice to the proposer whose final proposal is determined to be the most advantageous to the city. No criteria other than those set forth in the request for proposals, including all specifications and addenda, may be used in proposal evaluation.

(Ord. 809 (part), 1998).

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.



US Army Corps
of Engineers
Alaska District

ANCHORAGE
Regulatory Division (1145)
CEPOA-RD
Post Office Box 6898
JBER, Alaska 99506-0898

Public Notice of Request for Permit Modification

PUBLIC NOTICE DATE:	February 4, 2022
EXPIRATION DATE:	March 7, 2022
REFERENCE NUMBER:	POA-1994-01014
WATERWAY:	Orca Inlet

Interested parties are hereby notified that a request to modify Department of the Army (DA) permit POA-1994-01014 has been received for work in waters of the United States as described below and shown on the enclosed project drawings. Permit POA-1994-01014 was issued to the Native Village of Eyak on October 16, 2017, authorizing the 4.5-mile extension of the New England Cannery Road to Shepard Point (one lane with turnouts in areas requiring tideland fill and two lanes in uplands); a deep-water dock with mooring dolphins and trestle; a small boat launch; and a 3.5-acre staging area for oil spill response equipment and facilities. Design updates to the project have resulted in changes to the Shepard Point access road, bridge crossings, and staging area. The proposed permit modifications section below provides a summary of the requested permit modifications.

All comments regarding this Public Notice should be sent to the address noted above. If you desire to submit your comments by email, you should send it to the Project Manager's email as listed below or to regpagemaster@usace.army.mil. All comments should include the Public Notice reference number listed above.

All comments should reach this office no later than the expiration date of this Public Notice to become part of the record and be considered in the decision. Please contact Bryan Herczeg at (907) 753-2772, toll free from within Alaska at (800) 478-2712, by fax at (907) 753-5567, or by email at bryan.a.herczeg@usace.army.mil if further information is desired concerning this notice.

APPLICANT: Native Village of Eyak (NVE), PO Box 1388, 110 Nicholoff Way, Cordova, Alaska 99574

AGENT: Midnight Sun Environmental, LLC.

LOCATION: The project site is located within Sections 1, 2, 10, and 11, T. 15 S., R. 3 W., Copper River Meridian, USGS Quad Map: AK Cordova C-5; between Latitude 60.578259° N., Longitude 145.721472° W.; and Latitude 60.630286° N., Longitude 145.671076° W., along Orca Inlet in Prince William Sound, near Cordova, Alaska.

BACKGROUND: The U.S. Bureau of Indian Affairs (BIA) with participation by the cooperating agencies; the NVE, the Federal Highway Administration (FHWA), and the U.S. Army Corps of Engineers (Corps), completed a Final Environmental Impact Statement (FEIS) in December 2006, which identified the Shepard Point site as the preferred alternative, among a range of other options presented. After a public comment period, BIA issued the final Record of Decision (ROD) selecting the Shepard Point site alternative, consisting of an access road, staging area, and deep-water port, in November 2007.

In 2008, NVE requested to work directly with the FHWA, rather than BIA, to administer their Indian Reservation Roads Program (currently the Tribal Transportation Program [TTP]) funds and signed a program agreement. Separately, the FHWA reviewed and adopted the completed FEIS and issued its ROD in June 2009, selecting the road alignment to access the Shepard Point alternative. The FHWA is now the lead Federal agency for the project.

The Corps issued a public notice on November 15, 2013. Following the public comment period, the Corps requested NVE to provide supplemental information to address questions raised during the public comment period. NVE provided additional information regarding the availability and suitability of alternative project sites, the impact of each alternative on eelgrass and intertidal areas, and additional studies on dredging and oil spill response times. The Corps issued DA permit POA-1994-01014 and associated ROD on October 16, 2017. On August 17, 2017, the Alaska Department of Environmental Conservation issued a Water Quality Certificate of Reasonable Assurance Section 401 Clean Water Act.

PURPOSE: The purpose of project has not changed from that described in Section 1.2 of the 2006 FEIS. The project purpose is to:

- Construct an Oil Spill Response Facility and deep-water port in the Cordova area that could receive oil spill equipment from any location at all tides, via an air-to-ground-to-response-vessel or cargo vessel-to-response-vessel transportation sequence,
- Accommodate existing and foreseeable future oil spill response vessels and oil spill response-related cargo vessels with deeper drafts than can be accommodated by existing facilities in the area, and
- Include an adequately sized area, contiguous to the dock, for staging and storing response equipment.

PROPOSED PERMIT MODIFICATIONS: The proposed permit modification include:

1) Road realignment near Humpback Creek: NVE design team adjusted the road alignment to go around Humpback Mountain to the west rather than the east to avoid potential impacts on the Cordova Electric Cooperative (CEC) penstock tunnel. The realigned road will now cross Humpback Creek via a 200-foot clear span bridge downstream of the CEC powerhouse tailrace. This alignment avoids risks to CEC facilities and eliminates the impacts on Humpback Creek. A similar road alignment was fully considered in the 2006 FEIS as Road Options 1 and 2 of the Selected Alternative (Chapter 2 of FEIS; BIA, 2006). However, the alignment was not

initially selected due to heavy rock cuts and the steep climb away from the coastline, followed by a steep downhill decline near Humpback Creek.

2) Reduce road length from 4.5 miles to 4.32 miles: The NVE design team proposes removing more than 1,000 feet of the road near Orca Cannery. The road section was replaced with a T-Intersection to allow continued access to Orca Lodge, which was found to be cut off by the preliminary design completed for the FEIS and 2017 DA permit. The proposed new road length is now 4.32 miles. Excluding a short double lane section of road near the start of the project, the road will be single lane with a gravel surface. It will include intervisible passing lanes spaced a maximum distance of 1,000 feet and placed as road geometry dictates (23 turnouts total) throughout the entire corridor. The typical lane width of the roadway will be 16-feet, with an additional width of ten feet at passing lanes.

3) Bridge crossings at No-name Creek: The proposed new road alignment does away with the bridge over Orca Creek shown on the 2017 permit plans but adds a new modular, prefabricated steel truss bridges at No-name Creek. The Orca Creek stream crossing is now proposed as a culvert. Also, bridges over Little Humpback Creek and Humpback Creek that are shown on the 2017 permit plans are proposed as modular, prefabricated steel truss bridges and moved to the new crossing locations for the new road alignment.

4) Shepard Point pad and staging area increase from 3.5 acres to 5.5 acres: The Shepard Point pad and staging area as described in Section 2.1.7 of the FEIS, proposed a minimum size of 3.5 acres needed to operate an oil spill response facility. Shepard Point was further discussed as having an advantage over other options due to it having adequate room for future expansion. The orientation of the staging area was initially rectangular, and the selected alternative involved filling tidelands to construct the deep-water dock. In 2006 and 2017, the staging area at Shepard Point was redesigned to move inland from its original location, resulting in a decrease of intertidal and subtidal impacts of a little over one acre (See Table 1 below). As authorized under the 2017 DA permit, the resulting staging area design maximized shoreline length using an “L” shaped, or boomerang, design of 3.5 acres. A 2018, operational analysis showed the design limited the area available for storage of oil spill response materials and equipment and was highly inefficient due to the narrow width and location of the small boat launch ramp. The analysis determined that the rectangular shape similar to that proposed in the FEIS would allow for more efficient use of the staging area with a pad size of roughly 5.5 acres necessary for oil spill response capabilities.

5) Install interlocking steel sheet pile retaining wall at Shepard Point pad and staging area: Meteorological and Oceanic studies completed following the 2017 DA permit authorization determined the minimum staging area elevation needed to be 24 to 25 feet above Mean Lower Low Water (MLLW), or elevation 0. Project engineers designed the staging area with a minimum height of 26 feet above MLLW (Moffatt & Nichol, 2018). The 2017, pad design would have placed rip rap from the top edge of the pad at 20-feet downslope to MLLW at elevation 0-feet. The proposed redesign would use a 908-linear foot sheet pile sea wall (z-shaped interlocking steel sheet pile) adjacent to the seaward boundary of Shepard Point and at the access road terminus. Incorporating the sea wall into the project design reduces the fill quantities in subtidal areas below the boat ramp and intertidal areas above the Mean Higher High Water (MHHW) line or elevation 12.59-feet. Using the sheet pile sea wall will alleviate the need to place riprap at Shepard Point and increase the usable pad space for spill response activities.

6) Boat ramp configuration change: The proposed modification includes 187.5-foot by 60-foot boat ramp at the Shepard Point pad and staging area. The 2017, DA permit authorizes a 200-foot by 35-foot boat ramp at this location.

7) Remove 2017 DA Permit POA-1994-01014 Special Condition 5: The NVE requests the removal of Special Condition 5 from DA Permit POA-1994-01014, which prevents impacts on two properties eligible for the National Register of Historic Places (NRHP), the Shepard Point Mess Hall (COR-428) and the Shepard Point Oriental Mess Hall (COR-429). In 2018, the NVE anticipated the two historic mess halls would need to be demolished and removed in order to expand the Shepard Point pad and staging area the NVE approached the Bureau of Indian Affairs (BIA) to mitigate these NRHP-eligible sites. The BIA prepared and circulated a Memorandum of Agreement (MOA) to the State Historic Preservation Office (SHPO), the Eyak Corporation (TEC), the Chugach Alaska Corporation (CAC), and NVE, detailing the mitigation plan. A comprehensive Archaeological Survey (Cultural Resources Survey) of the project area at Shepard Point was completed in the summer of 2018. After completing data recovery fieldwork and the final report, the SHPO concluded that the work outlined in the MOA was complete. SHPO issued a closeout letter on July 13, 2021, and the BIA agreed with the SHPO assessment and formally closed the MOA letter to all signatories dated July 22, 2021.

All work would be performed in accordance with the enclosed attached plans (sheets 1-17) dated November 2021, and (sheets 38 – 48) dated October 24, 2018.

Project plans are available for review and download at:

https://www.poa.usace.army.mil/Portals/34/docs/regulatory/publicnotices/2022/POA19940101420220203PlanDrawings.pdf?ver=ezfTpMNZ_-z5KmAxtaLKpA%3d%3d

The agent for NVE, Midnight Sun Environmental, LLC. has prepared an environmental report to analyze the impacts of changes to the project design and of new information and new circumstances relevant to environmental concerns since the 2006 FEIS, including those changes required to obtain the 2017 DA permit authorization for the project. This environmental report, *“Shepard Point Oil Spill & Marine Casualty Response Facility Final 2021 Environmental Report,”* is available for review and download at:

https://www.poa.usace.army.mil/Portals/34/docs/regulatory/publicnotices/2022/POA19940101420220203EnvironmentalReport.pdf?ver=Oo6P-YPL49_W7so0rBY7CA%3d%3d

A copy of the 2017 DA permit, POA-1994-01014, previously issued on October 16, 2017, is available for review and download at:

<https://www.poa.usace.army.mil/Portals/34/docs/regulatory/publicnotices/2022/POA199401014201710162017Permit.pdf?ver=2FXzU7IbM3XprpDXV4kA7w%3d%3d>

ADDITIONAL INFORMATION:

Alaska Department of Environmental Conservation issued a Water Quality Certificate of Reasonable Assurance Section 401 Clean Water Act was issued, August 17, 2017.

National Marine Fisheries Service (NMFS) issued a letter of concurrence, Endangered Species Act (ESA) Section 7 Consultation on Shepard Point Oil Spill Response Facility, NMFS #AKR-2017-9692 on October 6, 2017. NMFS concurred with the Corps' determination that the proposed action may affect, but is not likely to affect adversely, Western North Pacific DPS Humpback whales, Mexico DPS Humpback whales, or western DPS Steller sea lions.

Essential Fish Habitat (EFH) consultation previously determined the described activity may adversely affect EFH in the project area. The Corps initiated EFH consultation on July 13, 2017. On August 21, 2017, NMFS responded via email concluding EFH consultation was satisfied.

U.S. Fish and Wildlife Service issued a Bald Eagle Nest Take Permit No.: MB85122D on January 12, 2021.

Alaska Department of Natural Resources issued the Regional Manager's Decision Public Access Easement ADL 233183 on October 29, 2020.

The NVE has applied for a permit with Alaska Department of Fish and Game for a Fish Habitat Permit for the bridge over Humpback Creek.

APPLICANT PROPOSED MITIGATION: The NVE proposes the following mitigation measures to avoid, minimize, and compensate for impacts to waters of the United States from activities involving discharges of dredged or fill material.

a. Avoidance: Since the 2006 FEIS, potential impacts on fish habitat have decreased substantially. The current road alignment eliminates bridge piers below the ordinary high-water (OHW) level mark in Humpback Creek (STA 492+71) and Unnamed Creek (STA 433+26) by designing full-span bridges, rather than culverts. Implementation of clear-span bridges eliminated the need for fill placement within these stream drainages.

The NVE design team sought to reduce impacts on eelgrass identified by NMFS in 2016, due to concern over habitat loss for benthic species. In 2017, NVE raised the elevation of the road out of much of the intertidal and subtidal area. While this shift increased the footprint of rock cuts and fill, it eliminated impacts on eelgrass beds. At the closest point (STA 367+60) riprap covering the road embankment fill is within 2.9 feet of the edge of an existing eelgrass bed for a distance of approximately 20 feet. All remaining areas have an increased separation. This will provide sufficient erosion control to mitigate potential sedimentation from fill placement affecting the eelgrass beds.

b. Minimization: The road and oil spill response facility staging area were redesigned for the 2017 DA permit to reduce impacts on wetlands from 1.40 acres in the 2006 FEIS to 1.13 acres. The proposed permit modifications further reduces impacts on high-functioning palustrine wetlands in the vicinity of Humpback Creek for a total impacted area of 0.10-acre of impacts to wetlands. The proposed road realignment also reduces intertidal and subtidal fill impacts to marine waters. The table below summarizes the proposed project modification's reduction in impacts to all waters of the U.S. including wetlands in comparison to the 2006 FEIS and 2017 DA permit impacts.

Habitat Type	2006 FEIS Impact Area ^{1,2}	2017 Impact Area	2021 Impact Area ³
Riverine	0.25	0.45	0.22
Palustrine	1.40	1.13	0.10
Intertidal	11.10	9.23	5.93
Subtidal (Below MLLW)		0.51	0.18
Eelgrass	1.77	0.00	0.00
RipRap ⁴	4.1	4.1	3.50
Total Impact	18.62	15.42	9.93

¹The 2006 FEIS did not distinguish between intertidal and subtidal habitats, nor account for all impacts on riverine environments.

²The 2009 Permit Application, which was withdrawn before a permit decision was made, did not distinguish between impacts on intertidal and subtidal habitats and did not account for all riverine impacts.

³Revised impacts based upon final design of the project.

⁴Neither the 2006 FEIS nor 2017 DA Permit included impacts related to placement of riprap over fill sections below the HTL. Total impacts presented for in 2006 and 2017 only fill prior to riprap placement. A total of 3.5 acres of riprap is estimated to be needed for the road. The sheet pile wall is anticipated to reduce fill below the HTL by 0.6 acres.

c. Compensatory Mitigation: The permittee is not proposing compensatory mitigation. The 2017 DA permit did not require compensatory mitigation.

WATER QUALITY CERTIFICATION: The Alaska Department of Environmental Conservation (ADEC) previously issued a Water Quality Certificate of Reasonable Assurance Section 401 Clean Water Act was issued, August 17, 2017, valid through August 17, 2022. The NVE will need to request an extension of time or obtain a new Water Quality Certificate of Reasonable Assurance Section 401 Clean Water Act.

CULTURAL RESOURCES: The lead Federal agency, formerly BIA, and presently FHWA, is responsible for compliance with the requirements of Section 106 of the National Historic Preservation Act. The Corps has reviewed the Section 106 documentation from BIA and concurs with their findings and/or determinations. The 2006 FEIS determined the preferred alternative would not adversely affect the three historic properties (i.e., those properties eligible for, or listed on, the National Register of Historic Places) within the project Area of Potential Effect (APE). The Orca Cannery Historic District (COR-411) is located nearby, but outside of the APE, and would not be affected. Shepard Point Mess Hall (COR-428) and Shepard Point Orientals' Mess were determined eligible for the National Register of Historic Places based on criterion D (has yielded, or is likely to yield, information important in prehistory or history). Due to the proximity of the initially authorized Shepard Point pad and staging area to historic properties at Shepard Point, mitigation measures and DA permit special condition 5 (barricading and archeological monitoring) were required to prevent impacts during project construction.

In 2018, the NVE anticipated the two historic mess halls would need to be demolished and removed in order to expand the Shepard Point pad and staging area and subsequently prepared a plan to mitigate the anticipated adverse effects. The BIA, NVE, TEC, CAC, and the Alaska SHPO signed a MOA explicitly outlining the field methods for cultural resource data recovery and designed a master plan to thoroughly investigate the two mess hall sites and mitigate the anticipated impacts. The project archaeologist completed data recovery fieldwork and analyses in 2018 and submitted the final report in 2019. After completing data recovery fieldwork and the final report, the SHPO concluded that the work outlined in the MOA was complete on July 13, 2021. The BIA agreed with the SHPO assessment and formally closed the MOA in a letter to all signatories dated July 22, 2021.

The proposed modification of the Shepard Point pad and staging area would now entirely avoid the two mess halls. Therefore, the current project design and operation of the Shepard Point pad and staging area will not have any adverse effects on the two mess halls. This permit modification is being coordinated with the State Historic Preservation Office (SHPO). Any comments SHPO may have concerning presently unknown archeological or historic data that may be lost or destroyed by the proposed permit modifications will be considered in our final assessment of the described work. The Corps is requesting the SHPO's concurrence with this determination.

ENDANGERED SPECIES: The project area is within the known or historic range of the Western North Pacific DPS Humpback whales, Mexico DPS Humpback whales, and western DPS Steller sea lions. National Marine Fisheries Service (NMFS) issued a letter of concurrence, ESA Section 7 Consultation on Shepard Point Oil Spill Response Facility, NMFS #AKR- 2017-9692 on October 6, 2017. NMFS concurred with the Corps' determination that the proposed action may affect, but is not likely to affect adversely, Western North Pacific DPS Humpback whales, Mexico DPS Humpback whales, or western DPS Steller sea lions. The proposed interlocking steel sheet pile retaining wall at Shepard Point pad and staging area would be constructed above mean high water (MHW). The Corps anticipates a permit condition that limits sheet pile driving to low tidal periods when the site is dewatered. The Corps has determined the proposed permit modifications would not change the previous ESA determination and the required mitigation measures to protect Steller sea lions and Humpback whales remain valid. The Corps will request concurrence from NMFS regarding application of the existing ESA consultation for the proposed modifications. Should re-initiation of consultation be required, the appropriate procedures will be implemented under section 7 of the Endangered Species Act. Any comments NMFS may have concerning endangered or threatened wildlife or their critical habitat will be considered in our final assessment of the proposed permit modification.

ESSENTIAL FISH HABITAT: The Magnuson-Stevens Fishery Conservation and Management Act, as amended by the Sustainable Fisheries Act of 1996, requires all Federal agencies to consult with the NMFS on all actions, or proposed actions, permitted, funded, or undertaken by the agency, that may adversely affect Essential Fish Habitat (EFH).

The project area is within the known range of the all five species of Pacific salmon (*Oncorhynchus* spp.), Pacific cod (*Gadus macrocephalus*), flathead sole (*Hippoglossoides elassodon*), walleye pollock (*Theragra chalcogramma*), yellowfin sole (*Pleuronectes asper*), sablefish (*Anoplopoma fimbria*), rock sole (*Lepidopsetta polyxstra* and *L. bilineata*), rex sole (*Errex zachirus*), arrowtooth flounder (*Atheresthes stomaias*), and sculpin (*Scorpaenidae* spp.).

We have determined the previously authorized work (2017 DA permit) may adversely affect EFH in the project area for the above named species. On July 13, 2017, the Corps initiated EFH consultation with NMFS during the evaluation of the DA permit application. In an August 2, 2017, letter, NMFS provided five EFH recommendations to the Corps. In an August 14, 2017, letter, the Corps responded to NMFS accepting the five EFH recommendations. On August 21, 2017, NMFS responded via email concluding EFH consultation was satisfied. The Corps has determined that although the proposed modifications to the permit further reduce impacts to EFH the proposed modifications would not substantively change the previous adverse effect determination on EFH. The Corps has determined the previous EFH consultation and recommendations from NMFS remain valid. The Corps requests concurrence from NMFS regarding the application of the existing EFH consultation to the proposed modifications. Any comments or recommendations they may have concerning EFH will be considered in our final assessment of the described work.

TRIBAL CONSULTATION: The U.S. Army Corps of Engineers Alaska District fully supports tribal self-governance and government-to-government relations between Federally recognized Tribes and the Federal government. Tribes with protected rights or resources that could be significantly affected by a proposed Federal action (e.g., a permit decision) have the right to consult with the Alaska District on a government-to-government basis. Views of each Tribe regarding protected rights and resources will be accorded due consideration in this process. This Public Notice serves as notification to the Tribes within the area potentially affected by the proposed work and invites their participation in the Federal decision-making process regarding the protected Tribal right or resource. Consultation may be initiated by the affected Tribe upon written request to the District Commander during the public comment period.

PUBLIC HEARING: Any person may request, in writing, within the comment period specified in this notice, that a public hearing be held to consider this permit modification. Requests for public hearings shall state, with particularity, reasons for holding a public hearing.

EVALUATION: The decision whether to issue a permit will be based on an evaluation of the probable impacts, including cumulative impacts of the proposed activity and its intended use on the public interest. Evaluation of the probable impacts, which the proposed activity may have on the public interest, requires a careful weighing of all the factors that become relevant in each particular case. The benefits, which reasonably may be expected to accrue from the proposal, must be balanced against its reasonably foreseeable detriments. The outcome of the general balancing process would determine whether to authorize a proposal, and if so, the conditions under which it will be allowed to occur. The decision should reflect the national concern for both protection and utilization of important resources. All factors, which may be relevant to the proposal, must be considered including the cumulative effects thereof. Among those are conservation, economics, aesthetics, general environmental concerns, wetlands, cultural values, fish and wildlife values, flood hazards, floodplain values, land use, navigation, shore erosion and accretion, recreation, water supply and conservation, water quality, energy needs, safety, food and fiber production, mineral needs, considerations of property ownership, and, in general, the needs and welfare of the people. For activities involving 404 discharges, a permit will be denied if the discharge that would be authorized by such permit would not comply with the Environmental Protection Agency's 404(b)(1) guidelines. Subject to the preceding sentence and any other applicable guidelines or criteria (see Sections 320.2 and 320.3), a permit will be granted unless the District Commander determines that it would be contrary to the public interest.

The Corps of Engineers is soliciting comments from the public; Federal, State, and local agencies and officials; Indian Tribes; and other interested parties in order to consider and evaluate the impacts of this proposed activity. Any comments received will be considered by the Corps of Engineers to determine whether to issue, modify, condition or deny a permit for this proposal. To make this decision, comments are used to assess impacts on endangered species, historic properties, water quality, general environmental effects, and the other public interest factors listed above. Comments are used in the preparation of an Environmental Assessment and/or an Environmental Impact Statement pursuant to the National Environmental Policy Act. Comments are also used to determine the need for a public hearing and to determine the overall public interest of the proposed activity.

AUTHORITY: This permit will be issued or denied under the following authorities:

(X) Perform work in or affecting navigable waters of the United States – Section 10 Rivers and Harbors Act 1899 (33 U.S.C. 403).

(X) Discharge dredged or fill material into waters of the United States – Section 404 Clean Water Act (33 U.S.C. 1344). Therefore, our public interest review will consider the guidelines set forth under Section 404(b) of the Clean Water Act (40 CFR 230).

Project drawings and a Notice of Application for State Water Quality Certification are enclosed with this Public Notice.

District Commander
U.S. Army, Corps of Engineers

Enclosures

Department of Transportation and Public Facilities
Online Public Meeting
Cordova 2nd Street Reconstruction Project
NFHWHY00595

DOT&PF invites you to participate in an **ONLINE PUBLIC MEETING** to learn about the proposed project to reconstruct Second Street.

We are currently working on the environmental document and would appreciate your comments.

Comments can be made through the website and will be accepted through **March 7, 2022.**

Follow the link below to check it out!

<https://dot.alaska.gov/nreg/cordova2nd/>

Additional Comments/Questions:

Russ Johnson

DOT&PF Engineering Manager

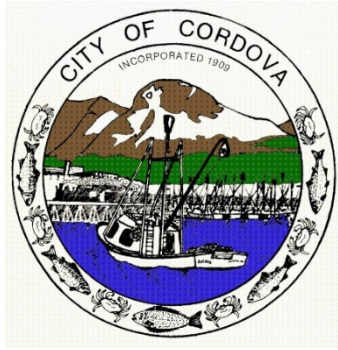
russell.johnson@alaska.gov

(907) 451-5059

All public comments received will be recorded, transcribed, become a part of the public record, and may be subject to Freedom of Information Act requests.

The environmental review, consultation, and other actions required by applicable Federal environmental laws for this project are being, or have been, carried out by DOT&PF pursuant to 23 U.S.C. 327 and a Memorandum of Understanding dated November 3, 2017, and executed by FHWA and DOT&PF.





Agenda Item # 13
City Council Meeting Date: 03/02/2022
City Council Communication Form

FROM: Susan Bourgeois, CMC, City Clerk

DATE: 02/22/2022

ITEM: Resolution 03-22-03

ACTION: Updating Council's CIP List Resolution

☐ Ordinance
☒ Resolution

☐ Motion
☐ Information

I. REQUEST OR ISSUE: Council has asked to see this federal/state CIP prioritized list quarterly – the last CIP list resolution approved was Resolution 05-20-17 on May 6, 2020

II. RECOMMENDED ACTION: move to approve resolution 03-22-03, then move to amend resolution 03-22-03 by adding items to the list and/or removing items from the list and/or re-ordering the list

III. FISCAL IMPACTS: impact could be in future budgets if any of the items on the list come to fruition and may require City matches to federal or state funding sources

IV. BACKGROUND INFORMATION: City Manager Helen Howarth has provided a list of projects/capital improvements and organized them into five categories on the following page

V. LEGAL/LEGISLATIVE ISSUES: The state and federal government may have funding available this year which could help with many City projects – having projects listed and prioritized is a step toward requesting funding for that project

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: environmental issues could exist with any number of the items on the CIP list

VII. SUMMARY AND ALTERNATIVES: Council could opt to amend by adding or removing items and / or re-ordering the list as mentioned above

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-22-03**

**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 2nd DAY OF MARCH 2022

Clay R. Koplin, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk

City Manager/Department Head Priorities

Port and Harbor Renovations

Continued South Harbor improvements: Sheet pile and Uplands
North Harbor improvements: sheet pile, floating fuel dock, uplands/sidewalks, waste oil building
Large Vessel Maintenance Facility
Shipyard Expansion and improvements
Harbor basin expansion

Upgrade Community Water Supply and Sewer Capacity

Wastewater Treatment Plant and Infrastructure Upgrades
Murchison and Eyak Water Distribution Upgrades
Meals Lake Dam -- Spillway Capacity Analysis and Repair Design
New 1.5 Million Gallon Water Storage Tank
Odiak Sewer Force Main Replacement

Facilities

Replace Public Safety Building
Cordova center ADA accessible ramp Lower Parking lot
Mile 4 Substations Foundation Repair
Electric Bear Fence Mil 17 Landfill
Impound Lot Fencing

Road Improvements / ADA Sidewalk Improvements

Chase Avenue Reconstruction and Utility Upgrades
6th & 7th Streets sidewalk/drainage project
Ferry terminal sidewalk
Pedestrian/walkable town improvements
General street improvements

Vehicles

Vactor Truck for Public Works Department
921G Wheel Load for snow removal and road maintenance

Capital Projects Priorities 2022		Total Cost	Funding Secured	Summary
1	South Harbor Rebuild: Sheetpile and Uplands	\$38,000,000	\$30,000,000	Continuation of project to return the Cordova harbor to a state of good repair by sheetpiling north and south harbor bulkheads.
2	New Public Safety Building	\$7,000,000	\$200,000	Replace aging Public Safety Building with new building and move from current location in flood inundation zone to higher ground
3	Wastewater Treatment Plant and Infrastructure Upgrades	\$1,500,000	\$150,000	Upgrade of Wastewater treatment buildings, infrastructure and lift stations, SCADA, and effluent processing equipment.
4	Murchison and Eyak Water Distribution Upgrades	\$3,000,000	\$150,000	Upgrade water piping and add booster pump to increase water flow from Murchison tank
5	New Vactor Truck for Public Works Department	\$420,000		Replacement of the existing 1992 Vactor truck that is a crucial piece of equipment for both the Street and Sewer Departments.
6	Chase Avenue Reconstruction and Utility Upgrades	\$9,240,000		Upgrading Chase Avenue infrastructure between the Copper River Highway and Lefevre Street, including upgrades to both intersections.
7	Odiak Sewer Force Main Replacement	\$1,500,000	\$150,000	Replacement of the existing force main that receives the majority of effluent from the city of Cordova and delivers it to the wastewater treatment plant.
8	New 921G Wheel Loader for Snow Removal and Road Maintenance	\$375,000		Funds to purchase a new 921G Wheel loader for Snow Removal and Road Maintenance
9	Electric Bear Fence at Mile 17 Landfill	\$250,000		Build electric fence around the Mile 17 landfill, purchase and install power source.
10	Meals Lake Dam -- Spillway Capacity Analysis and Repair Design	\$220,000		Design of Meal's Lake Dam spillway modifications to improve the overall capacity of the existing spillway and reduce the likelihood of dam overtopping.
11	Mile 17 Landfill Building Upgrades	\$300,000	\$150,000	Extend the existing structure at the Mile 17 landfill for secured and covered storage of landfill equipment.
12	New 1.5 Million Gallon Water Storage Tank	\$150,000	\$25,000	Engineering and site selection for 1.5M gallon replacement water storage tank essential to fishing industry.
13	Cordova Center ADA Accessible Ramp Lower Parking Lot	\$150,000	\$40,000	Build an ADA accessible loading ramp at the lower entrance of the Cordova Center.
14	Mile 4 Substation Foundation Repair	\$200,000		Repair undermined foundation on the Mile 4 Fire Substation



AGENDA ITEM14
City Council Meeting Date: 03/2/2022
CITY COUNCIL COMMUNICATION FORM

FROM: Samantha Greenwood, Public Works Director
DATE: 2/22/22
ITEM: Award of Sole Source Contract to Solstice Consulting, Inc.
NEXT STEP: Council approval of resolution authorizing City Manager to negotiate the contract

☐ ORDINANCE
☐ MOTION

☒ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: To approve a sole source contract with Solstice Consulting, Inc. to provide consultation, documentation, and permitting for National Environmental Protection Act (NEPA), US Endangered Species Act (ESA) Biological Assessment, and multiple Incidental Harassment Authorization Permits (IHA) for the South Harbor Rebuild Project

5.12.150 - Sole source procurements.

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

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

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

This contract meets the requirements of 5.12.150 A5 above by providing professional services from a firm that will meet the City's needs of continuity, and knowledge of the South Harbor Project, will increase efficiency, and reduced costs. Solstice Alaska Consulting Inc. has knowledge of the South

Harbor project and previous experience working on NEPA and IHA permits for other federally funded harbor projects in Alaska, this will allow Solstice Alaska Consulting Inc. to complete the NEPA and IHA requirements efficiently and will reduce cost. The RAISE grant requires that all NEPA be completed prior to the agreement being signed, thus the quicker we can move through NEPA process the sooner we can sign the grant agreement and release the funding. The uncertainty of supply chains, cost of materials and potential shortage of contractors makes the completion of the NEPA process and signing the grant agreement in a timely manner, even more crucial.

II. RECOMMENDED ACTION / NEXT STEP: Council suggested motion “to approve Resolution 03-22-04, a resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Solstice Consulting Alaska, Inc. to provide consultation, documentation, and permitting for National Environmental Protection Act (NEPA), US Endangered Species Act (ESA) Biological Assessment, and multiple Incidental Harassment Authorization Permits for the South Harbor Rebuild Project for the amount of Eight-Five Thousand and Nine hundred and Twenty-one dollars (\$85,921)”

III. FISCAL IMPACTS: This contract will be paid for with funds from 702-397-41095 Harbor Reserve. The account balance is approximately 1.8 million. This contract, the support engineering contract and a few smaller contracts brings the balance to \$940,000 upon completion of the contracts.

IV. BACKGROUND INFORMATION: The South Harbor Rebuild Project has been awarded 30 million dollars with an additional 2 million in the form of a Clean Water loan should it receive voter approval at the March 1st Regular City Election. As we navigate the many environmental requirements of the different funding sources it has become very clear that NEPA and the IHA permit work needs to begin as quickly as possible and be completed to allow the release of the RAISE funding and the for the in-water construction to begin. We have been working on the specific RAISE environmental documents which are different than the NEPA and IHAs, we are at a point where we need to put the pieces in place to begin working on the NEPA biological assessment and IHA permitting. Starting now, allows a great deal of preliminary work to be completed. As we continue to move forward with securing a design team and as the team begins to determine the methods for pile removal and placement, pile size, dredging and fill, Solstice Consulting Inc. can be coordinating with the National Marine Fisheries, and US Fish and Wildlife on the IHA permits. Working simultaneously with the Agencies and the design team will support collaboration helping to eliminate as much concern as possible during the process rather than at the end.

V. SUMMARY AND ALTERNATIVES: Council could choose not to approve the contract.

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-22-04**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE CITY MANAGER TO ENTER INTO A SOLE SOURCE CONTRACT
WITH SOLSTICE ALASKA CONSULTING, INC. TO PROVIDE CONSULTATION,
DOCUMENTATION, AND PERMITTING FOR NATIONAL ENVIRONMENTAL
PROTECTION ACT (NEPA), US ENDANGERED SPECIES ACT (ESA) BIOLOGICAL
ASSESSMENT, AND MULTIPLE INCIDENTAL HARASSMENT AUTHORIZATION
PERMITS FOR THE SOUTH HARBOR REBUILD PROJECT.**

WHEREAS, the South Harbor Rebuild Project has received federal funding from Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant; and

WHEREAS, this funding is Federal and requires in-depth (NEPA) consulting, documentation, and permitting; and

WHEREAS, Solstice Alaska Consulting, Inc. has experience with other federally funded Harbor projects and the associated NEPA work; and

WHEREAS, Solstice Alaska Consulting, Inc. has provided environmental documentation and assistance on multiple grant applications for the South Harbor Rebuild Project and has in-depth knowledge of the project; and

WHEREAS, continuing with Solstice Alaska Consulting, Inc. will provide continuity in South Harbor Rebuild Project that will expedite the NEPA process and will provide the City the best opportunity to complete the in-depth NEPA requirements in a timely manner, and will be the most cost-effective solution; and

WHEREAS, a sole source contract with Solstice Alaska Consulting, Inc. to provide all of the NEPA requirements and IHA permitting offers the City the best opportunity to timely delivery of the NEPA documents which must be completed before construction can begin; and meet the grant agreement timeline; and

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

A. Contractor: *Solstice Alaska Consulting, Inc.*

B. Contract price: *\$85,921*

C. Nature and quantity of the performance that the City shall receive:

Solstice Alaska Consulting Inc. will coordinate and consult with government agencies to secure 1) Endangered Species Act Section 7 Consultation, Biological Assessment, 2) Marine Mammal Protection Act Compliance National Marine Fisheries Service (NMFS) Incidental Harassment Authorization Applications and permits, and 3) Marine Mammal Protection Act Compliance and US Fish and Wildlife Service (USFWS) Incidental Harassment Authorization Application and permits.

D. Time for performance: *Estimated completion of all NEPA work is December 1, 2022.*

WHEREAS, pursuant to Cordova Municipal Code Section 5.12.150A, the City Manager has determined in writing that the services of Solstice Consulting Alaska, Inc. will meet the City's needs of continuity and knowledge of the project, will increase efficiency, and reduce costs. The City Council affirms by approving this resolution the City Council agrees in approving this resolution that the professional services contract with Solstice Consulting Inc. should be procured without formal competition.

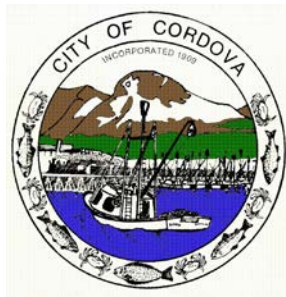
NOW, THEREFORE BE IT RESOLVED THAT, the Council of the City of Cordova, Alaska, hereby authorizes the City Manager to enter into a sole source contract with Solstice Consulting Alaska, Inc. to provide to provide consultation, documentation, and permitting for National Environmental Protection Act (NEPA), US Endangered Species Act (ESA) Biological Assessment, and multiple Incidental Harassment Authorization Permits for the South Harbor Rebuild Project.

PASSED AND APPROVED THIS 2nd DAY OF MARCH 2022.

Clay R. Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM # 15
City Council Meeting Date: 3/2/22
CITY COUNCIL COMMUNICATION FORM

FROM: Kevin Johnson, City Planner
DATE: 3/2/22
ITEM: Resolution 03-22-05 - 2022 Land Disposal Maps
NEXT STEP: Approve Resolution

☐ INFORMATION
☐ MOTION

☒ RESOLUTION

I. REQUEST OR ISSUE: The Land Disposal Maps are reviewed and updated annually as needed. Staff and the Planning Commission have conducted this review and have made a recommendation to City Council to adopt the proposed updates.

II. RECOMMENDED ACTION / NEXT STEP: “I move to approve Resolution 03-22-05”
Once the motion to approve the resolution is on the table, the Council should discuss the recommended updates and come to a conclusion on whether to approve them as presented or make amendments as necessary.

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

IV. BACKGROUND INFORMATION:

Specific Updates by Map Page:

- Map Designations
 - The description of “Leased” property was modified to include clarification on when these properties are eligible for someone to submit a Letter of Interest. staff has proposed that no Letter of Interest may be submitted until the last year of the specific lease term. This allows for the city to review options for future tenants and reduce any down time between tenants thus reduce lost rental revenue.
 - Other clarifying modifications made.

- Old Town
 - Remove East Half Lot 3 Block 17 Original Townsite from Disposal Map due to sale of property
- Odiak Park
 - Remove East Half Lot 10 Block 6 USS 3345 from Disposal Map due to sale of property

V. ATTACHMENTS:

- A. Planning and Zoning Commission Resolution 22-02
- B. 2022 Land Disposal Map
- C. 2022 Land Disposal Map Cover Page ~~Strikethrough~~ Underline

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-22-05**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA ADOPTING
THE 2022 LAND DISPOSAL MAPS**

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED the council of the City of Cordova, Alaska hereby adopts the 2022 Land Disposal Maps.

PASSED AND APPROVED THIS 2nd DAY OF MARCH, 2022.

ATTEST:

Clay R. Koplin, Mayor

Susan Bourgeois, CMC, City Clerk

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 22-02**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA,
ALASKA RECOMMENDING THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA
ADOPT THE 2022 LAND DISPOSAL MAPS**

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


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

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

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

NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommend the City Council of the City of Cordova, Alaska adopt the 2022 Land Disposal Maps.

PASSED AND APPROVED THIS 8TH DAY OF FEBRUARY, 2022



Nancy Bird, Chair

ATTEST:



Kevin Johnson, City Planner

2022 Land Disposal Maps

Adopted by City Council: xx/xx/xx

Map Designations

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

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

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

Tidelands – A Letter of Interest to purchase or lease tidelands will be reviewed by the Planning Commission following a recommendation by the Harbor Commission. The Planning Commission will make a recommendation on disposing of the tidelands to City Council.

Leased – These are parcels currently leased to a business or government entity by the city. There are leases that are short term, others are long term leases with substantial improvements on the property. Some leased property has an option to purchase. A Letter of Interest for a property that is under lease may be considered when the lease enters the final year of its term.

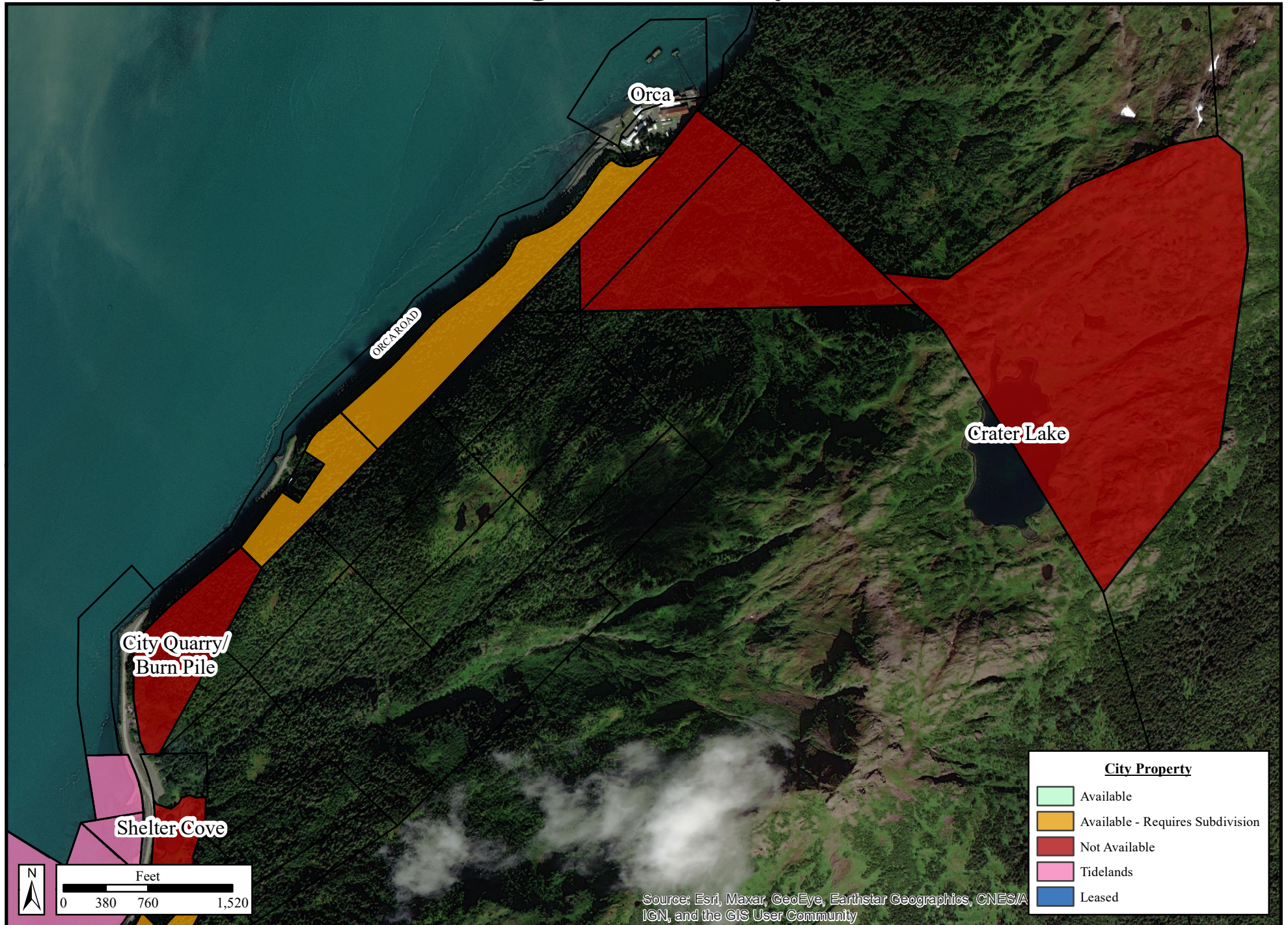
Update Policy

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

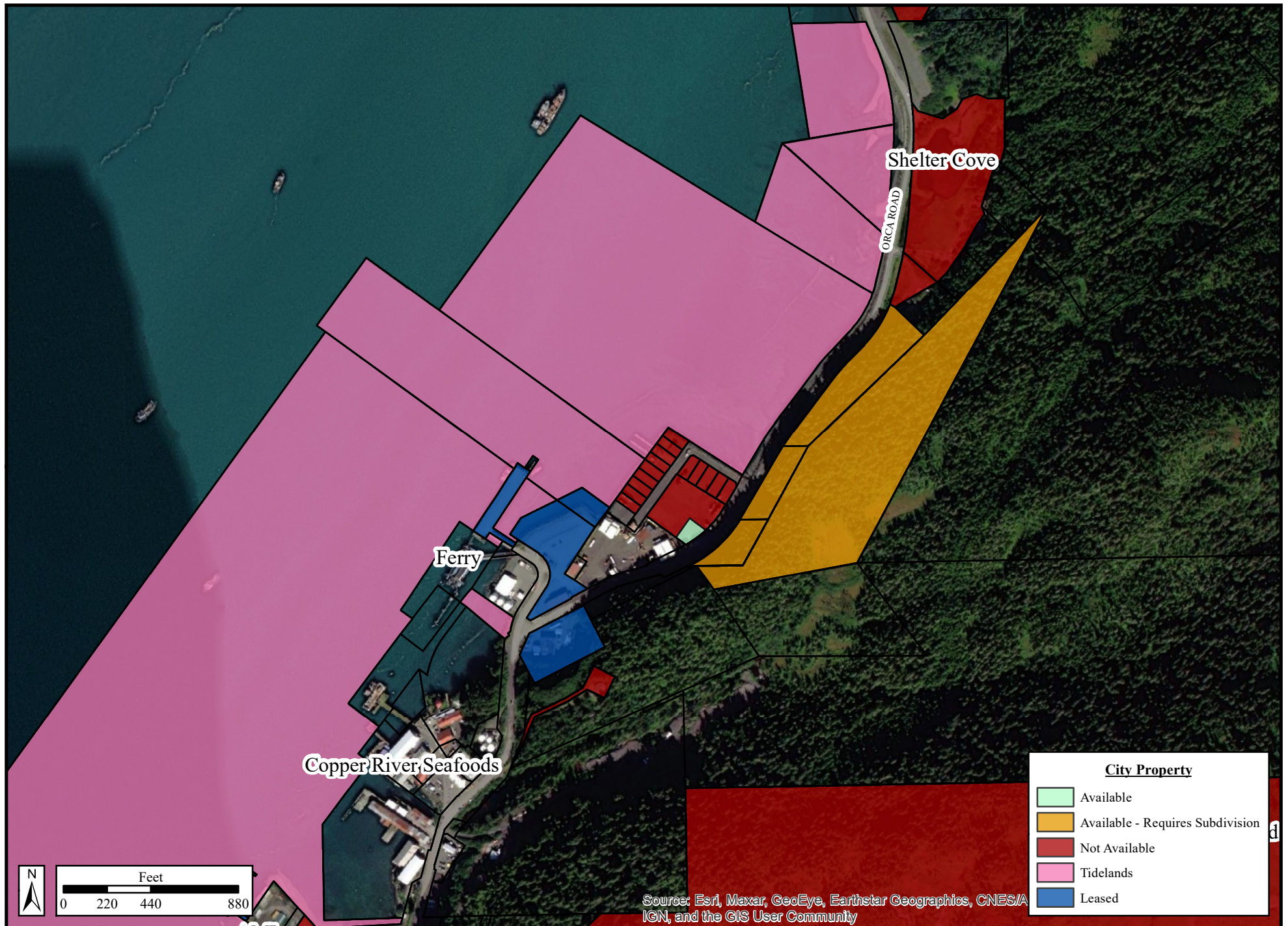
For more information on the land disposal process, refer to Chapter 5.22 of the Cordova Municipal Code, or direct your questions to the Planning Department staff.

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

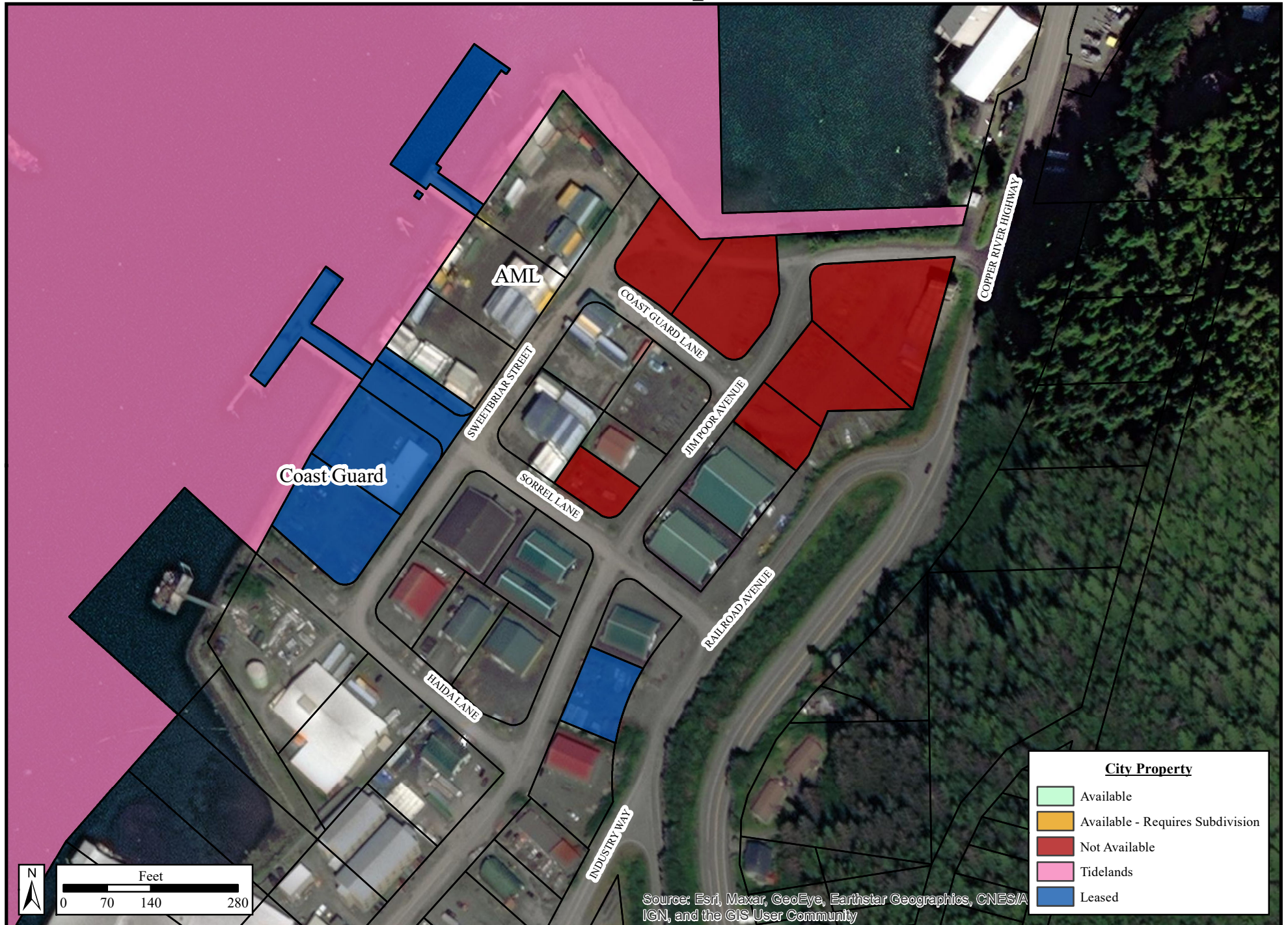
New England Cannery Road



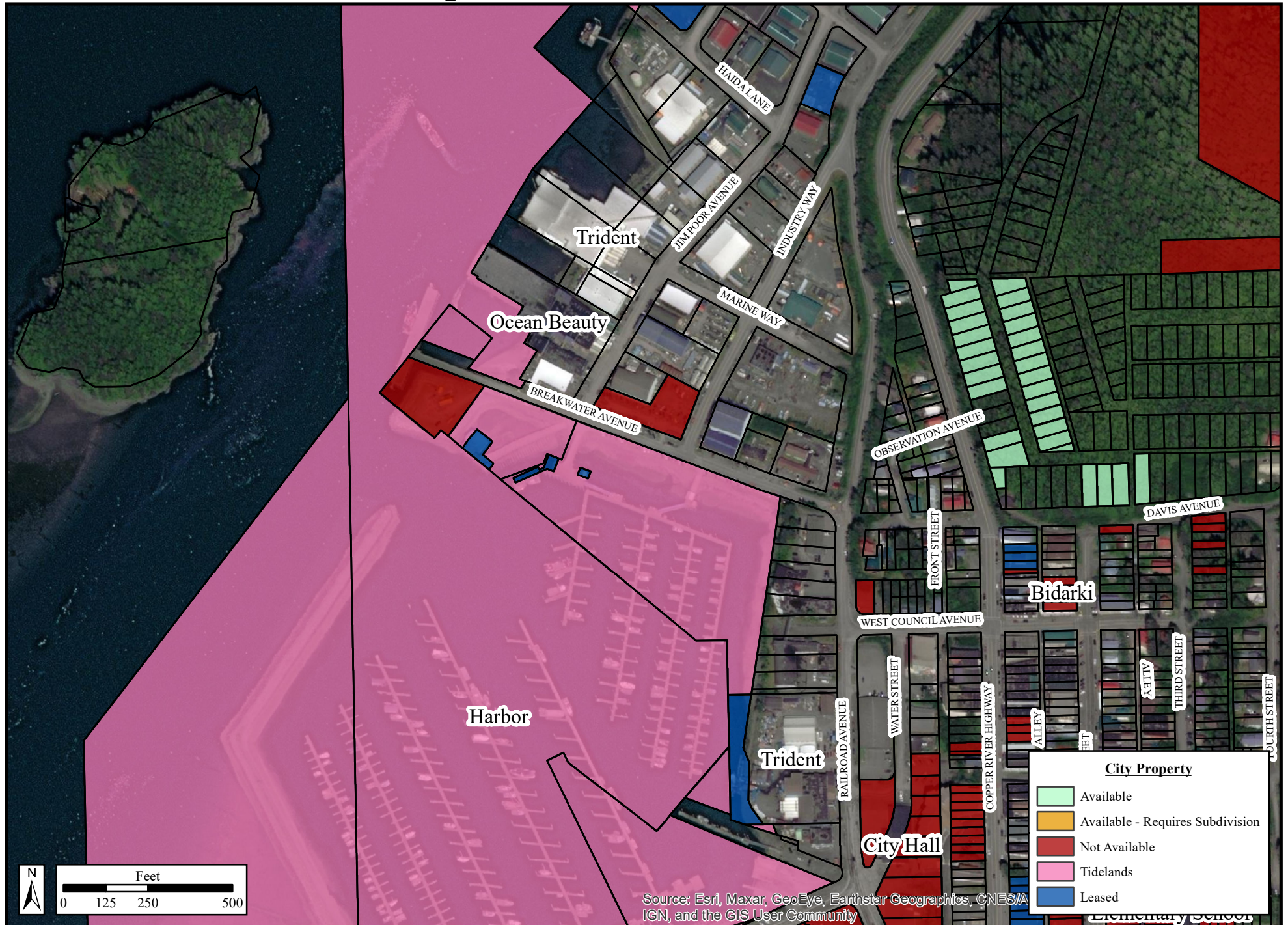
Ocean Dock Subdivision



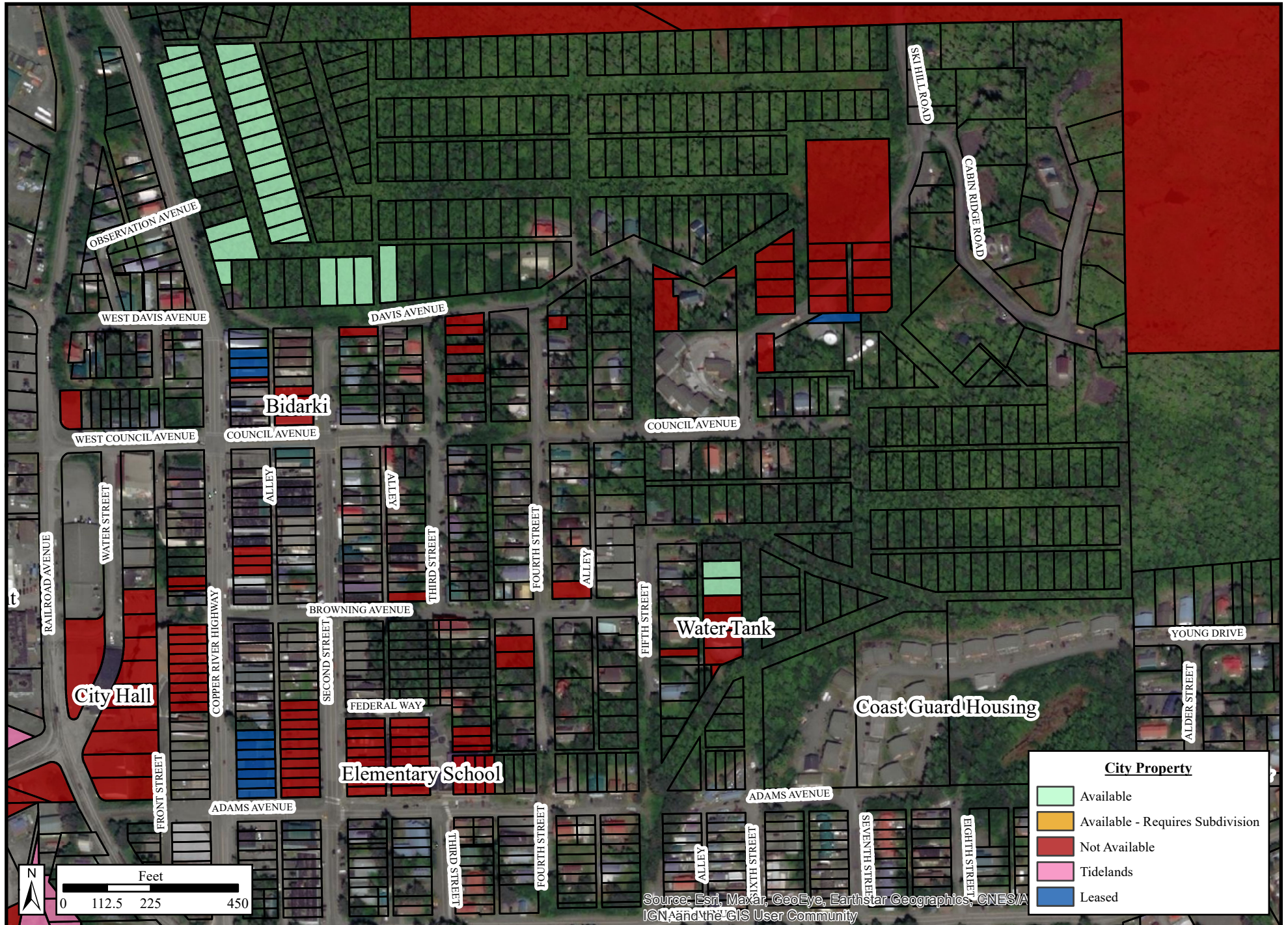
North Fill Development Park



Tidewater Development Park & Cordova Industrial Park



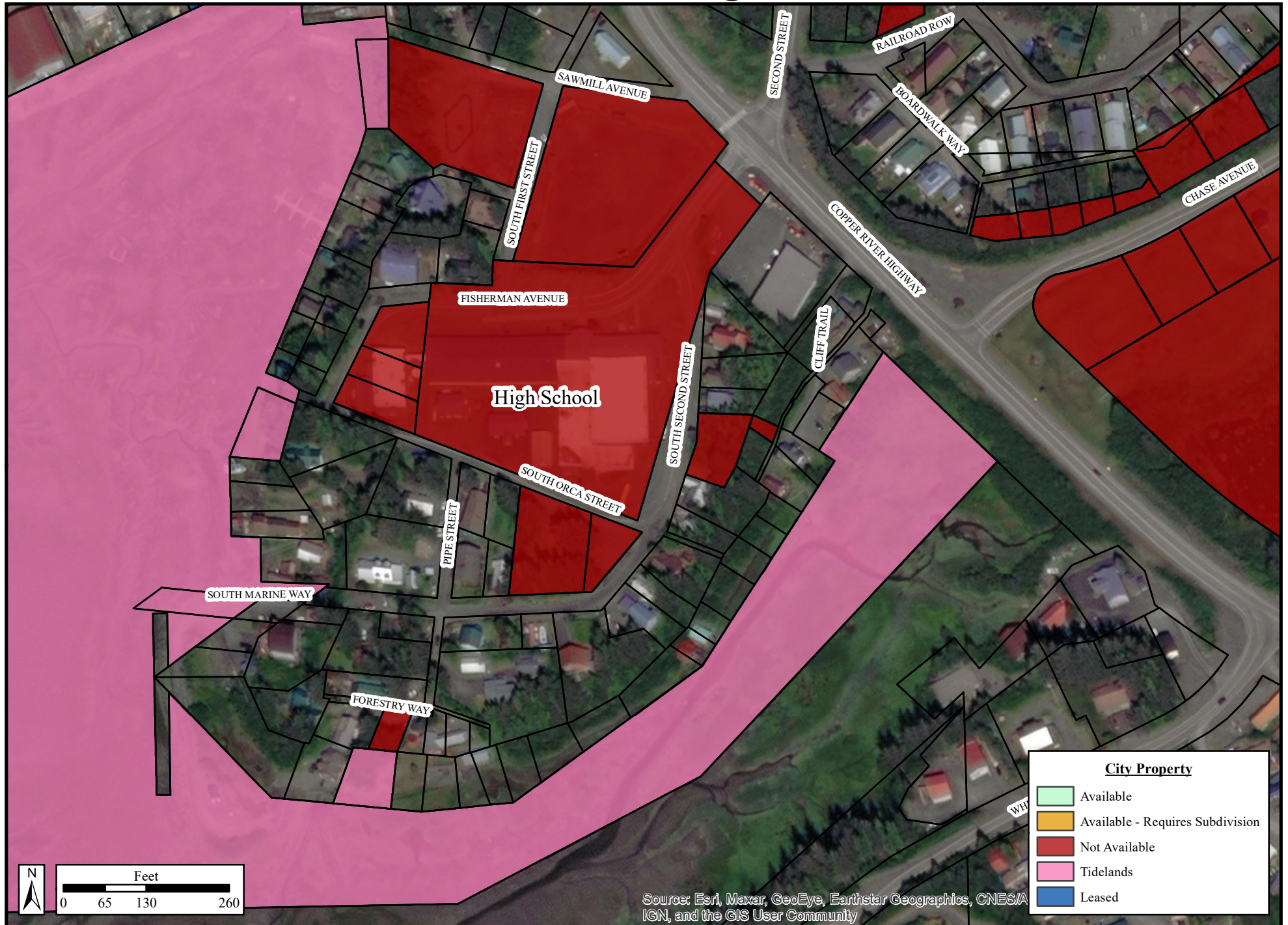
Old Town



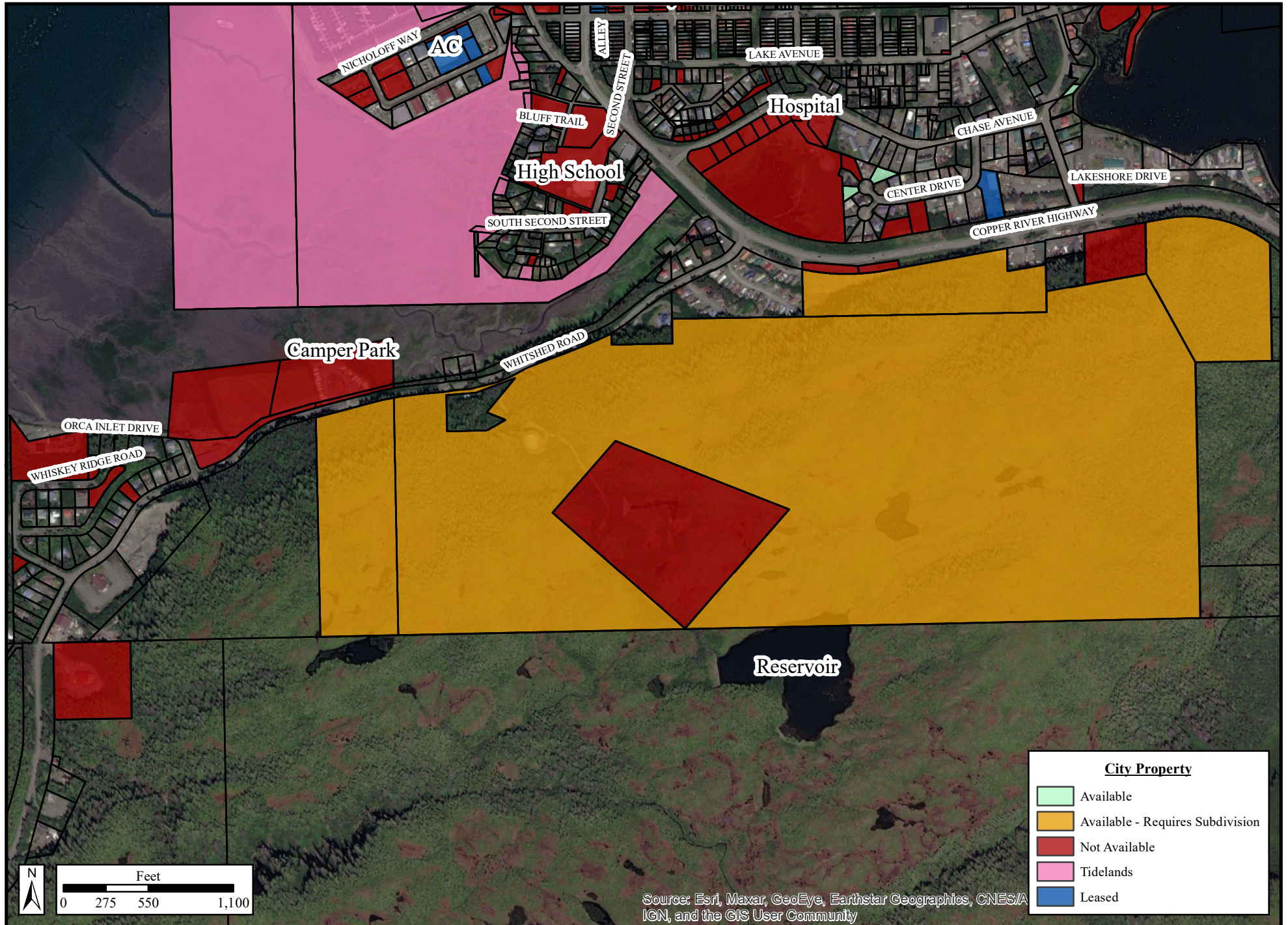
South Fill Development Park



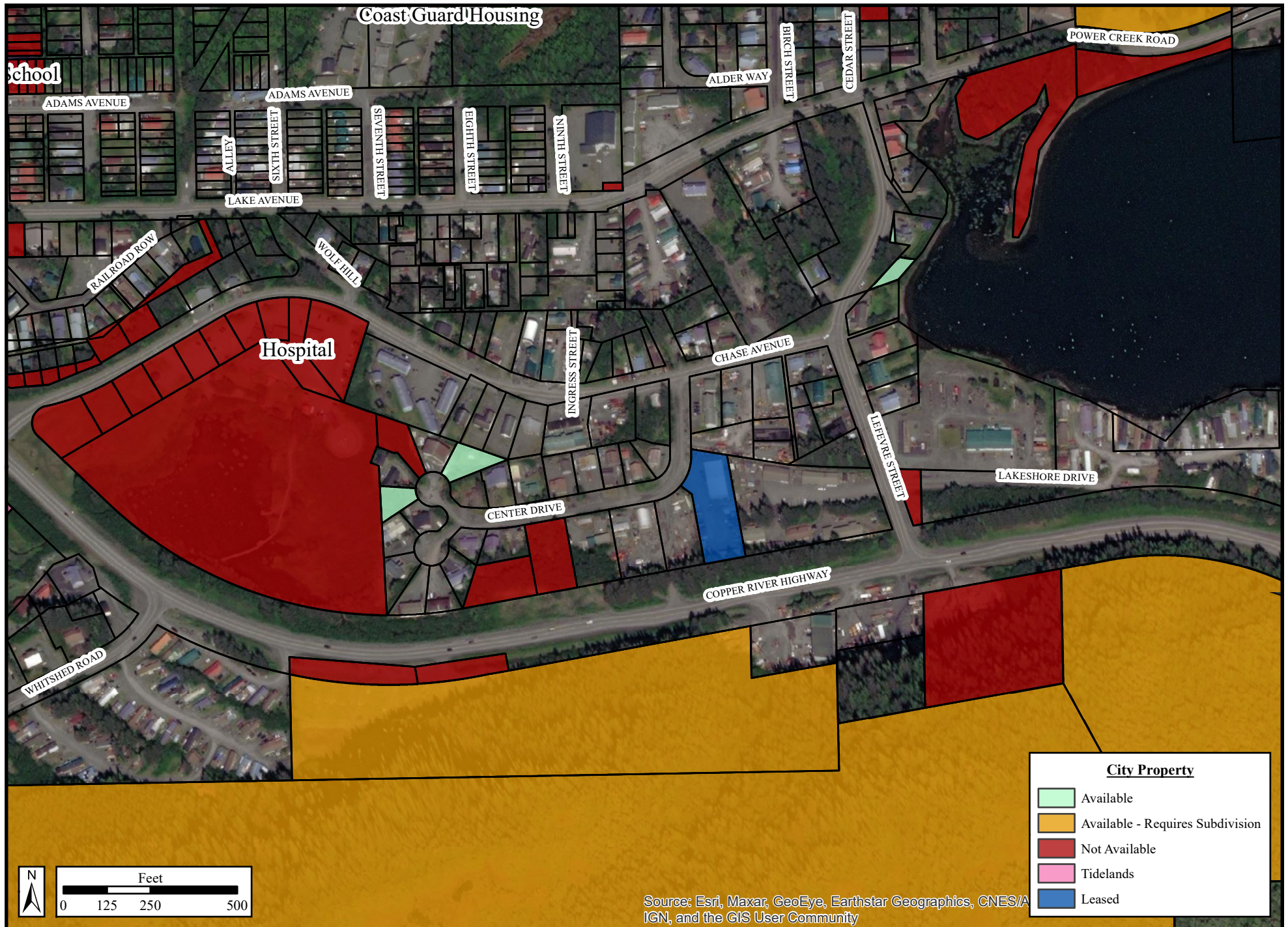
Odiak Slough



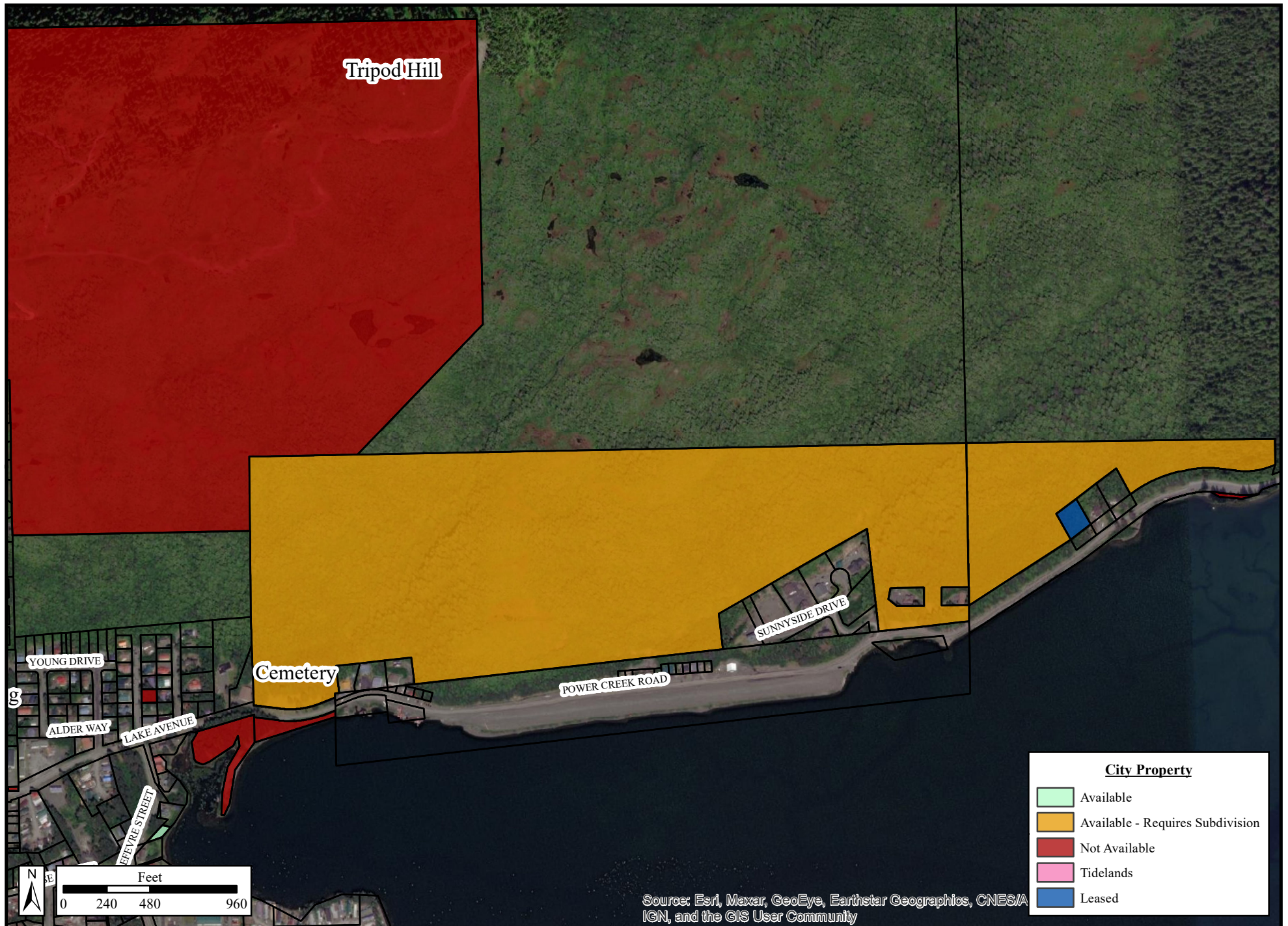
Whitshed Road



Odiak Park



Power Creek Road



2022 Land Disposal Maps

Adopted by City Council: xx/xx/xx

Map Designations

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

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

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

Tidelands – ~~All requests~~ A Letter of Interest to purchase ~~or lease~~ tidelands will be reviewed by the Planning Commission ~~as they are received~~ following a recommendation by the Harbor Commission. The Planning Commission will make a recommendation on disposing of the tidelands to City Council.

Leased – These are parcels currently leased to a business or government entity by the city ~~and are not available during the lease term~~. There are leases that are short term, ~~and renew every two years and~~ others are long term leases with substantial improvements on the property. Some leased property has an option to purchase. ~~When a lease term ends, the property immediately becomes ‘Available.’~~ A Letter of Interest for a property that is under lease may be considered when the lease enters the final year of its term.

Update Policy

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

Date: February 2, 2022

To Cordova City Council

From: Helen Howarth, City Manager

RE: ARPA Local Fiscal Recovery Funds

City of Cordova received word last week that it has been awarded \$666,505.32 as its portion of the \$50M allocated to the State of Alaska through the American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds program (see attached).

To receive its award, City is required to provide a detailed plan for how the funds will be expended, a timeline and budget within 30 days (March 15). The funds must be fully expended by 12/31/24.

City is permitted to use the award to replace lost revenue during the pandemic. The rules allow for:

SPENDING ON GOVERNMENT SERVICES Recipients can use SLFRF funds on government services up to the revenue loss amount, whether that be the standard allowance amount or the amount calculated using the above approach. Government services generally include any service traditionally provided by a government, unless Treasury has stated otherwise.

Here are some common examples, although this list is not exhaustive:

✓ Construction of schools and hospitals ✓ Road building and maintenance, and other infrastructure ✓ Health services ✓ General government administration, staff, and administrative facilities ✓ Environmental remediation ✓ Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

Government services is the most flexible eligible use category under the SLFRF program, and funds are subject to streamlined reporting and compliance requirements.

City did not have a capital budget in 2021 due to pandemic budgetary shortfalls. Staff recommends investing in equipment, maintenance and professional services needed to maintain City operations.

Departments prepared prioritized lists of their needs which were consolidated into the attached document. Staff recommends funding priorities rated 1-3 and asks for Council concurrence and direction.

ARPA Local Fiscal Recovery Award \$666,505.32 Proposed budget		DEPT.	COST	DEPT \$	GRANTS	PRIORITY RATED 1-3	TOTAL
DEPARTMENT		PRIORITY					
EQUIPMENT							
Fire Fighter SCBA's	Fire/ EMS	1	\$12,000				
Firefighter PPE (50 sets)	Fire/EMS	1	\$50,000				
Bear proof trash cans	Parks/Rec	1	\$12,000				
Backup Generator	Public Safety	1	\$85,000				
Bend Pak vehicle lifts (2)	Streets	1	\$20,430				
Camera for Sewer line	Sewer	1	\$30,000	\$15,000			
Cordova Center bicycle rack and structure	Cordova Center	2	\$10,000				
Snow Plow for Emergency Vehicles	Fire/EMS	2	\$15,000				
Sickle attachment	Parks/Rec	2	\$10,000				
Tool Chest top and bottom	Streets	2	\$10,130				
Portable pump	Water/sewer	2	\$40,000				
Security Cameras	Cordova Center	3	\$26,000				
Backhoe attachment	Parks/Rec	3	\$10,000				
Tire Machine	Streets	3	\$8,595			\$339,155	
Large format scanner	City Hall	1	\$10,000				
Genie 4X4 Manlift	Harbor	1	\$50,000				
Playground equipment replacement	Parks/Rec	4	\$25,000				
In-car video systems (4)	Police	4	\$20,000				
Conex (2)shipyard and harbor storage	Harbor	5	\$12,000				
TOTAL			\$456,155				
IMPROVEMENTS							
Art sink/faucet Backstage	Cordova Center	1	\$2,200				
Siding repair Chamber building	Facilities	1	\$21,000				
Skater's Cabin foundation repair	Parks/Rec	1	\$60,000		\$25,000		
Lighting improvements Cordova Center	Facilities	2	\$10,000				
Fence replacement maintenance	Parks/Rec	3	\$10,000			\$103,200	
Swimming pool parking lot improvements	Parks/Rec	2	\$50,000				
Harbor office/shipyard fill	Harbor	3	\$38,000				
Shipyard Fill	Harbor	4	\$12,000				
Swimming pool filter upgrade	Parks/Rec	4	\$10,000				
Cordova Center ADA and loading ramp	Cordova Center	3	\$100,000				
New carpet Community Rooms A & B	Cordova Center	4	\$8,500				
Fitness equipment replacement	Parks/Rec	5	\$2,500				
Impound Lot Fence	Public Safety	5	\$100,000				
Furnace-Public Safety Building	Public Safety	6	\$50,000				
Fire alarm pulls Bob Korn Pool	Facilities	6	\$17,400				
TOTAL			\$491,600				
DESIGN ENGINEERING/PROFESSIONAL SERVICES			\$130,000				
swimming pool dehumidification D/E	Parks/Rec	1					
Swimming Pool roof replacement D/E	Parks/Rec	2					
Planning/design Bidarki HVAC/exterior windows	Parks/Rec	3					
Odiak Camper Park Expansion design	Parks/Rec	4					
Odiak Pond boardwalk design/engineering	Parks/Rec	5					
Planning/design pool locker room improvements	Parks/Rec	6					
Engineering/survey High School Bldg.	School	6					
TOTAL			\$130,000			\$130,000	
E911 computers and program	Public Safety	4	\$121,970				
Impound vessel disposal	Harbor	2	\$38,000				
VEHICLES							
Patrol Vehicle	Police	2	\$55,000				
Hook Truck	Refuse	1	\$150,000	\$75,000		\$205,000	
Parks & Rec vehicle	Parks/Rec	4	\$35,000				
TOTAL				\$90,000	\$25,000	\$777,355	662,355
ARPA Award							-666,505
Balance							-4,150



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

455 Third Avenue, Suite 140
Fairbanks, AK 99701
Main: 907.451.2731
Fax: 907.451.2742

February 15, 2022

Helen Howarth, City Manager
City of Cordova
PO Box 1210
Cordova, AK 99574

RE: State Fiscal Year 2022 Local Government Lost Revenue Relief Grant

Dear Ms. Howarth,

I am pleased to notify you the City of Cordova has been awarded funds appropriated from the state's American Rescue Plan Act (ARPA) COVID State and Local Fiscal Recovery Funds towards "Grants to local governments with significant revenue loss due to COVID-19." The amount awarded to the city is \$666,505.32.

Grants were awarded to cities and boroughs across the state. The grant distribution prioritized municipalities that suffered the highest percentage of revenue losses in the calendar year 2020, according to the federal formula provided by the United States Department of the Treasury for state and local lost revenue relief. The threshold for significant revenue loss was set at 10 percent.

The Alaska Legislature appropriated \$50 million in the Fiscal Year 2022 budget to DCCED. It was determined that if qualifying awards exceeded the \$50 million appropriated, the award amounts would be calculated on a proportional basis, with higher percentages of award amounts going to municipalities that experienced higher loss percentages.

The formula is a three-tiered calculation. Tier I include applicants showing a calculated loss of greater than 50 percent, Tier II calculated loss of between 25 and 50 percent, and Tier III calculated loss of between 10 and 25 percent. Preliminary awards are based on 75 percent of calculated losses awarded to Tier I, 50 percent to Tier II, and 25 percent to Tier III. These amounts are then proportionally adjusted upward to total the available \$50 million.

There are significant reporting requirements and limitations on the expenditure of these funds. Page 2 of this letter lists the links to the LGLR program Handbook and federal guidance regarding the (ARPA) COVID State and Local Fiscal Recovery Funds, which should answer any questions you have regarding management and use of these grant funds.

In order to receive grant funds, a grant agreement must be executed. Please provide the following information within 30 days:

- A scope of work for this project which includes a detailed description of how the funds will be used in accordance with federal guidance, proposed timeline and budget narrative.
- Original completed Signatory Authority Form (enclosed).

Page 2

February 15, 2022

RE: State Fiscal Year 2022 Local Government Lost Revenue Relief Grant

Upon receipt of the requested information, our office will prepare and send the grant agreement for signature. Once the grant agreement has been executed, funds will be disbursed.

Congratulations on this award. If you have any additional questions, contact me via phone at (907) 451-2731 or email judy.haymaker@alaska.gov.

Sincerely,



Judy Haymaker
Grants Administrator II

Enclosures - 2/8/22 Press Release 22-003
Signatory Authority Form (Revised 2/22)

Links to the LGLR program Handbook and federal guidance regarding the (ARPA) COVID State and Local Fiscal Recovery Funds

DCRA LGLR Handbook

https://www.commerce.alaska.gov/web/Portals/4/pub/ARPA-LGLR/Handbook_ARPA_LGLR_Relief_programs.pdf

Treasury's State and Local Fiscal Recovery Fund Non-Entitlement units

<https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-fund/non-entitlement-units>

Treasury's Reporting Requirements

<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

Julie Sande
Commissioner

www.Commerce.Alaska.Gov



Department of Commerce,
Community, and
Economic Development

Anchorage, Alaska

STATE OF ALASKA

PRESS RELEASE

For Immediate Release

22-003

ARPA Local Government Lost Revenue Relief Awards

February 8, 2022 (ANCHORAGE, AK) – The Alaska Department of Commerce, Community, and Economic Development (DCCED), Division of Community and Regional Affairs has awarded a total of \$50 million to forty-one Alaska municipalities in grants for local governments with significant revenue loss due to COVID-19.

These Local Government Lost Revenue Relief funds will enable Alaska cities and boroughs, whose revenues were most affected by the pandemic and subsequent economic downturn, to partially replace this lost revenue and continue to provide local government services and projects.

“Many of Alaska’s local governments were severely impacted by the pandemic,” said **DCCED Commissioner Julie Sande**. “By distributing these federal funds under U.S. Treasury guidelines, we can assist Alaska cities and boroughs to provide vital services like water, sewer, fire, police, and roads.”

Grants were awarded to cities and boroughs across the state. The grant distribution prioritized municipalities that suffered the highest percentage of revenue losses in the calendar year 2020, according to the federal formula provided by the United States Department of the Treasury for state and local lost revenue relief. The threshold for significant revenue loss was set at 10 percent.

The Local Government Lost Revenue Relief grant funds were made available to local governments through an appropriation of \$50 million from the State’s American Rescue Plan Act (ARPA) funds in Governor Dunleavy’s Fiscal Year 2022 Operating Budget: House Bill 69.

###

Media Contact: Victoria Caltagirone, DCCED PIO, (907) 269-7396, victoria.caltagirone@alaska.gov

ARPA Local Government Lost Revenue Relief Calculation
DCRA 2.8.22

Community	Loss	Total Award
Hoonah	\$ 1,044,223.68	\$ 810,420.05
Denali Borough	\$ 4,099,321.94	\$ 3,181,476.12
Saxman	\$ 553,219.43	\$ 429,352.57
Skagway	\$ 11,642,144.35	\$ 9,035,446.54
Adak	\$ 889,874.15	\$ 690,629.67
Selawik	\$ 420,057.00	\$ 326,783.88
Napaskiak	\$ 129,986.00	\$ 67,254.59
Sand Point	\$ 781,736.86	\$ 404,469.68
Dillingham	\$ 5,385,248.92	\$ 2,786,321.10
Atka	\$ 20,584.09	\$ 10,650.18
Shungnak	\$ 42,858.74	\$ 22,175.06
Gustavus	\$ 312,187.91	\$ 161,525.64
Gambell	\$ 151,859.25	\$ 78,571.79
Ketchikan GB	\$ 14,091,379.00	\$ 7,290,861.99
Ouzinkie	\$ 77,340.96	\$ 40,016.12
Lake and Pen	\$ 1,151,537.94	\$ 595,804.30
Huslia	\$ 79,983.98	\$ 41,383.61
Chevak	\$ 209,270.43	\$ 108,276.26
Seward	\$ 3,491,342.49	\$ 1,806,416.27
Mekoryuk	\$ 93,354.03	\$ 48,301.26
Whittier	\$ 1,731,443.96	\$ 447,923.48
Ketchikan	\$ 17,225,349.00	\$ 4,456,187.09
Tanana	\$ 133,760.00	\$ 34,603.63
Wrangell	\$ 1,815,949.54	\$ 469,785.02
False Pass	\$ 348,176.13	\$ 90,072.69
Fort Yukon	\$ 442,879.04	\$ 114,572.53
Port Alexander	\$ 30,240.70	\$ 7,823.25
Kodiak	\$ 7,444,699.00	\$ 1,925,939.01
Cordova	\$ 2,576,370.00	\$ 666,505.32
St. Paul	\$ 968,214.52	\$ 250,476.49
Haines Borough	\$ 2,386,040.00	\$ 617,267.07
Klawok	\$ 391,762.08	\$ 101,348.61
Petersburg	\$ 5,531,102.00	\$ 1,430,892.65
NW Artic Borough	\$ 7,436,990.00	\$ 1,923,944.69
Akutan	\$ 547,033.26	\$ 141,517.16
Juneau	\$ 35,800,081.00	\$ 9,261,458.72
Galena	\$ 99,356.75	\$ 25,703.53
McGrath	\$ 15,938.84	\$ 4,123.37
King Cove	\$ 267,380.00	\$ 69,171.04
Pelican	\$ 94,890.00	\$ 24,547.98
		\$ 50,000,000.00

Pending Agenda (PA) Primer

What is Pending Agenda?

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

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

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

How do you get something ON Pending Agenda?

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

How do you get something OFF Pending Agenda?

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

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

What is NOT appropriate for Pending Agenda?

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

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



City Council of the City of Cordova, Alaska
Pending Agenda
March 2, 2022 Regular Council Meeting

initially put on or revisited

- date referred

- 50



City Council of the City of Cordova, Alaska
Pending Agenda
March 2, 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) 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) Southeast Conference AMHS Reform Project Steering Committee**
- Mike Anderson** appointed April 2016
Sylvia Lange alternate
- 2 year term until March 2022
3 year term until Sept 2024
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

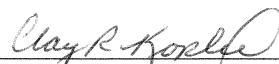
and;

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

March 2022

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	1  Cordova General Election 7am - 8pm CCA	2 7:00 Council reg mtg CCAB	3	4	5
6	7	8 6:30 P&Z CCAB	9 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	10	11	12
13 	14	15	16 5:30 CTC Board Meeting 7:00 Council reg mtg CCAB	17 	18 	19
20 	21	22 6:00 P&R CCAB	23 6:00 CEC Board Meeting	24 6:00 CCMCAB HCR	25  CTC Annual Mtg	26
27	28  City Hall Closed Seward's Day Holiday 3/28	29	30	31	1	2
3	4	Notes				

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





CCA-Community Rm A
CCB-Community Rm B
CCM-Mayor's Conf Rm
CCER-Education Room

LN-Library Fireplace Nook
CRG-Copper River Gallery
HCR-CCMC Conference
Room

Cncl - 1st & 3rd Wed
P&Z - 2nd Tues
SchBd, Hrb Cms - 2nd Wed
CTC - 3rd Wed
P&R - last Tues
CEC - 4th Wed
CCMCA Bd - last Thurs

April 2022

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

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

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

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P&R - last Tues
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
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