

**Regular City Council Meeting**  
**April 20, 2022 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order** – **Mayor David Allison** called the Council regular meeting to order at 7:00 pm on April 20, 2022, in the Cordova Center Community Rooms.

**B. Invocation and pledge of allegiance** – **Mayor Allison** led the audience in the Pledge of Allegiance.

**C. Roll call** - Present for roll call were **Mayor David Allison** and Council members **Cathy Sherman, Melina Meyer, Anne Schaefer**, and **Kristin Carpenter**. Council members **Tom Bailer, Jeff Guard** and **Ken Jones** were present via teleconference. Also present were City Manager **Helen Howarth** and Deputy City Clerk **Tina Hammer**.

**D. Approval of Regular Agenda** – **M/Meyer S/Sherman** to approve the agenda.  
Hearing no objection, Mayor Allison declared the agenda approved as submitted.

**E. Disclosures of Conflicts of Interest and ex parte communications** – none

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

1. Guest speaker - none

2. Audience comments regarding agenda items:

**Steve Namitz**, USFS District Ranger in Cordova, spoke about agenda item 19. He was unaware of the Harbor Commission's amendment to put a net mending float where the USFS dock is in the harbor. He is disappointed there wasn't more collaboration. The USFS is currently renegotiating that lease with the City. He recommended that Council not vote yes on that amendment put in by the Harbor Commission.

**Dave Zastrow**, works for the USFS, been living and working here for 30 years. The USFS has always supported harbor expansion and harbor projects, often sited in grant proposals as an agency adding to the diversity of uses in the harbor. He opined that the decision about putting a net mending float in the location where they are currently functioning should be postponed. He asked that they be involved in future plans.

**Andy Morse**, Law Enforcement Officer at the USFS in Cordova. He operates the Forest Service vessel, and it is in the water using that dock 12 months per year. He said he supports commercial fisheries and a net mending dock, but it is problematic to place it right there where the USFS is. He said it would have been nice to be called to the table, to ask to have a conversation about this.

**Mike Mickelson** of 410 Railroad Row said he appreciates the USFS and thinks there is a place for them in the Harbor, but that location is prime harbor real estate. He would support postponing this decision, he also supports adding a 20-ton crane. He supports a floating fuel dock, a pedestrian path around the harbor and working with the USFS.

3. Chairpersons and Representatives of Boards and Commissions School Board: no report

CCMCA Board: **Dr. Hannah Sanders** was present and reported: 1) just finished federal, state and life-safety surveys, several findings, especially on the life-safety issues due to the age of the building, all being worked on; 2) struggling with staffing, like everyone now, especially nurses and then if we find them it's housing that becomes the issue; 3) revenue doing well – continue to be solvent, should be for the foreseeable future, a big win for us.

4. Student Council representative: no report

**G. Approval of Consent Calendar**

5. Minutes of the April 6, 2022 Regular Council Meeting

6. Resolution 04-22-13 A Resolution of the Council of the City of Cordova, Alaska, authorizing specific officers of the City of Cordova as signers of City checks, vouchers, notes and other documents

7. Proclamation of Appreciation to **Clay Koplín**

8. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of Council member **Jeff Guard** from the April 6, 2022 Regular Meeting

9. Resolution 04-22-15 A Resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to apply for and to then execute a loan from the State of Alaska, Department of Environmental

Conservation (ADEC), Alaska Clean Water Fund, for the project entitled Piling Replacement and Waste Handling System

Vote on the Consent Calendar: 7 yeas, 0 nays. Bailer-yes; Guard-yes; Schaefer-yes; Carpenter-yes; Jones-yes; Meyer-yes and Sherman-yes. Consent Calendar was approved.

**Mayor Allison** read the proclamation to **Clay Koplín** aloud and presented him with a gift from the community.

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

**I. Consideration of Bids**

**J. Reports of Officers**

**10.** Mayor's Report – **Mayor Allison** had a written report in the packet and added: 1) he attended a Salmon Harvest Task Force meeting today; 2) he completed his letter to the fishing industry, it has been reviewed by the medical teams and he will distribute it tomorrow by noon; 3) there is a House Fisheries and Resources Committee meeting for the confirmation of **Tom Carpenter** to the Board of Fish, Saturday morning at 10:30 if anyone wants to make comments.

**11.** Manager's Report – City Manager **Helen Howarth** reported: 1) the new stairs are up and functioning and getting some use, take people from the Harbor or South Fill area up to Main Street; **Sam Greenwood** and previous Planner **Leif Stavig** were instrumental in getting that project done; ribbon cutting last Friday – CVFD had a BBQ and hopefully attracted some new volunteers; 2) 2-day infrastructure symposium – good connections made, will continue to pursue those resources; a takeaway is that to get any of the federally funded competitive grants it will be important to have well-developed plans and to show you have skin in the game (a challenge for the small communities); 3) session ends May 19 – **Representative Stutes** is championing our additional Harbor request – currently we have \$7.5 million ask in – that isn't a guaranteed amount – thanks to the community members that supported that at Senate Finance a few weeks ago; she is tracking it closely; 4) State operating budget is making it's way through legislature and School Bond Debt reimbursement is looking at 100% right now; revenue sharing with communities also looks good – won't be definitively known until end of session May 19; 5) Eyak Corporation has been added in to the group working together on housing – good group with lots of knowledge to bring to the table.

**Carpenter** asked if Harbor staff could be more encouraging of those at the boatyard, to manage their trash because doesn't seem super fair to have volunteers picking it all up. She mentioned that a lot seems to get blown across Orca road from the shipyard each winter. **Howarth** said that harbormaster **Schinella** was in the room nodding, so yes, that will get looked into.

a. South Harbor Rebuild update – written report in packet.

**12.** City Clerk's Report – **Bourgeois** had provided a written report with some election information.

**13.** Staff Reports

a. **Police Chief Nate Taylor**, Cordova Police Department, 1Q 2022

b. **Comptroller Barb Webber**, City Finances, 1Q 2022

c. **City Planner Kevin Johnson**, Planning Department, 1Q 2022

**K. Correspondence**

**14.** 03-11-22 US Navy notice of supplement to the 2020 GOA US Navy training Draft EIS/OEIS - comment period open until May 2, 2022

**15.** 03-31-22 Chamber of Commerce 4Q 2021 request and update to Council

**16.** 04-02-22 Letter from A. Beedle supporting preschool program at Mt. Eccles

**17.** 04-11-22 Chamber of Commerce notice re Clean Up Day on April 23, 2022

**18.** 04-13-22 ADEC Notice of Open Comment Period for PWS Area Contingency Plan

**L. Ordinances and Resolutions**

**19.** Resolution 04-22-14 A Resolution of the Council of the City of Cordova, Alaska, supporting the 2022 Port Infrastructure Development Program, PIDP, grant application for the "North Harbor Modernization Project"

**M/Jones S/Carpenter** to approve Resolution 04-22-14 a resolution of the Council of the City of Cordova, Alaska, supporting the 2022 Port Infrastructure Development Program, PIDP, grant application for the "North Harbor Modernization Project"

**Howarth** began with a comment, she wanted to clarify that the City has discussed the possibility of moving the USFS for some time now; we specifically approved a shorter term lease with them last time and included

language to the effect of, “would ensure USFS access but may need to move in case the City needs the property for its Harbor expansion project”. **Howarth** stressed that there is no intent to displace the USFS; we will work with them to find a place. She asked **Curtis Fincher** and **Kevin Johnson** to give a presentation on the next steps – the PIDP grant proposal that would complete the Harbor renovation by making improvements to the North Harbor. **Fincher** said they learned at the infrastructure symposium that the next five years will be a once in a generation opportunity for Cordova to catch up on deferred maintenance, fix what we need to fix and build what we want to build to set us up for success for the next 40 years as a community. He went on to explain the PIDP grant and how our application is about freight efficiency, pedestrian walkway, parking improvements on Breakwater Avenue as much as it is about the Harbor infrastructure. **Johnson** gave a short rundown of major components to the proposal – including breakwater avenue enhancements, creation of leasable land with utilities put in, floating fuel dock, net-mending float, trail from north to south harbor and improvements to the 3-stage dock. **Fincher** spoke to the match. The project is estimated at \$33.1 million, PIDP requires a 20% non-federal match. The major motivator for bringing the floating fuel dock into this concept is that the private investment would count toward the match that could relieve us of having to come up with about \$3.7 million (estimated cost of floating fuel dock to be borne by fuel company).

Council questions about the presentation: **Carpenter** asked if next conversation with engineer could include assurance that appropriate stormwater runoff drainage could be incorporated in the additional parking being created. **Meyer** asked about these being conceptual drawings – what happens if we are awarded and then changes are made, is there flexibility? **Fincher** said costs changes are not really possible, changing locations of components of the plan are usually ok because they realize you are using a conceptual and as long as outcomes remain consistent with original plan.

**Jones** spoke in favor of the motion. He said the idea of using the area over by old PWSSC and USFS has been on the public record for over 9 years. **Carpenter** is in strong support of the North Harbor project. She’d like to see some of the notes on these drawings maybe removed and something instead that mentions these are conceptual and are subject to change.

**M/Carpenter S/Sherman** to amend the seventh whereas by striking “in the approximate area currently occupied by the Forest Service float”.

There was some discussion of including another whereas that stated that the USFS would be retain a presence in the harbor. Council determined it was not necessary to add another whereas as long as it was in the record that the intent is to ensure the USFS retains a presence somewhere in the harbor. **Carpenter** and **Sherman** spoke in support of this. **Jones** said this was unanimously supported by the Harbor Commission – he thinks there is room elsewhere for the USFS – they do not want to kick them out as all, he wants to find space for them too. **Schaefer** said removing that clause does not preclude the net-mending float from going there, she is in support of this amendment. **Guard** agreed with the amendment. **Bailer** said he agrees with the Harbor Commission on this one.

Vote on the motion to amend: 5 yeas, 2 nays. Guard-yes; Jones-no; Carpenter-yes; Schaefer-yes; Bailer-no; Sherman-yes; and Meyer-yes. Motion was approved.

**M/Sherman S/Jones** to amend the last whereas changing \$2.25 million to \$3.7 million.

**Sherman** said she knows how important it is to up the “skin in the game”, she wants more than the 20% minimum required match. **Jones** spoke in support. **Bailer, Meyer, Carpenter** spoke in favor, as did **Guard**. **Howarth** said that this would make for a 28.7% match. **Schaefer** agrees – this will give us a better shot at being awarded the grant.

Vote on the motion to amend: 7 yeas, 0 nays. Carpenter-yes; Sherman-yes; Bailer-yes; Meyer-yes; Schaefer-yes; Guard-yes; and Jones-yes. Motion was approved.

There was further lengthy Council discussion about the component parts of the conceptual design. All Council landed on support of the project and support of the increased match.

Vote on the main motion as amended two times: 7 yeas, 0 nays. Schaefer-yes; Carpenter-yes; Jones-yes; Guard-yes; Meyer-yes; Bailer-yes; and Sherman-yes. Motion was approved.

**M. Unfinished Business** – none

**N. New & Miscellaneous Business**

**20.** Council Direction regarding solicitation of letters of intent for floating fuel dock as part of PIDP grant application

**M/Sherman S/Schaefer** to direct staff to solicit letters of intent from fuel providers for a floating fuel dock as part of the 2022 PIDP grant application.

**Sherman** and **Schaefer** spoke in support. **Jones, Bailer, Carpenter, Guard** and **Meyer** all said they support this.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

**21. Council discussion of Sales Tax and exemptions – Direction to staff**

**Bailer** said if there is a loophole that lodging can be capped, we need to close that up, we need to target the out of towners coming in, so we don't have to raise property tax. **Howarth** said – does code need to be changed to be clearer or do we need to better educate the business owners on the existing code?

After council discussion some items the Manager and staff will work on:

- 1) how to solve the business owner capping a long-term rental by allowing the tenant to pay 6 mos. or one year or more at a time vs. collecting and remitting sales tax on full rent @ 6% of monthly rental rate
- 2) better define "single purchase transaction" for capping a sale at \$3,000 – is it one item? Is a net one item?
- 3) **Howarth** said she is planning on scheduling some meetings with business owners and the chamber of commerce to capture their concerns and then she would come back to Council if Code language change is required

Several Council members liked the ideas and also perhaps want to meet in a work session about this topic.

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

School Board – joint work session prior to Reg mtg. on May 4.

### **O. Audience Participation**

**Mark Frohnapfel** 100 Ocean Dock Rd, Shoreside Petroleum, probably the number 1 collector of sales tax in Cordova, he appreciates that this is being looked at. He said it is onerous on the really big companies that have so many exemptions. Also, he gets to now go work on their proposal for a floating fuel dock.

**Steve Namitz** of USFS spoke to the location that the USFS is in now, he said it is a very small area and it is out of the way. He said it will be challenging to find a different place for them, it is not impossible but may be challenging.

### **P. Council Comments**

**Schaefer** thanked all the attendees, all the comments, letters, and staff.

**Sherman** also thanked staff, quarterly reports, **Tami** and **Shiella** – smart move on **Helen's** part putting them on center stage as they are the ones in the know.

**Jones** said the USFS thing has been going on for years, it just seems that there is no give, and he doesn't blame them, he'd like to have priority parking by the mouth of the harbor too. He just urges the parties involved to look at other options, they are suitable.

**Guard** thanked staff – USFS issue is just a really good example of why all user groups need to be represented through the whole process.

**Carpenter** echo comments – super appreciative of **Tom Carpenter** willing to serve on Board of Fish – it is a big-time commitment but could be really great for the community. She reiterated the report in the packet about the upcoming elections, primary to fill Don Young's seat, then special election for that, also the regular primary for senate, house, then the general for those seats. As far as USFS – we pay the engineers to figure some of that out, she looks forward to them using their expertise to measure stuff out and suggest what works best where.

**Bailer** he appreciates the work being done on the sales tax cap; he does understand it is easy to abuse.

**Q. Executive Session – none**

**R. Adjournment**

**M/Carpenter S/Sherman** to adjourn the meeting.

Hearing no objection **Mayor Allison** adjourned the meeting at 9:43 pm.

Approved: May 4, 2022

Attest:   
Susan Bourgeois, CMC, City Clerk

