

Mayor

David Allison

Council Members

Tom Bailer

Cathy Sherman

Jeff Guard

Melina Meyer

Anne Schaefer

Kristin Carpenter

Ken Jones

City Manager

Helen Howarth

City Clerk

Susan Bourgeois

Deputy Clerk

Tina Hammer

Student Council

Mhiikee Gasmen

**Regular City Council Meeting
March 1, 2023 @ 7:00 pm
Cordova Center Comm Rooms
Agenda**

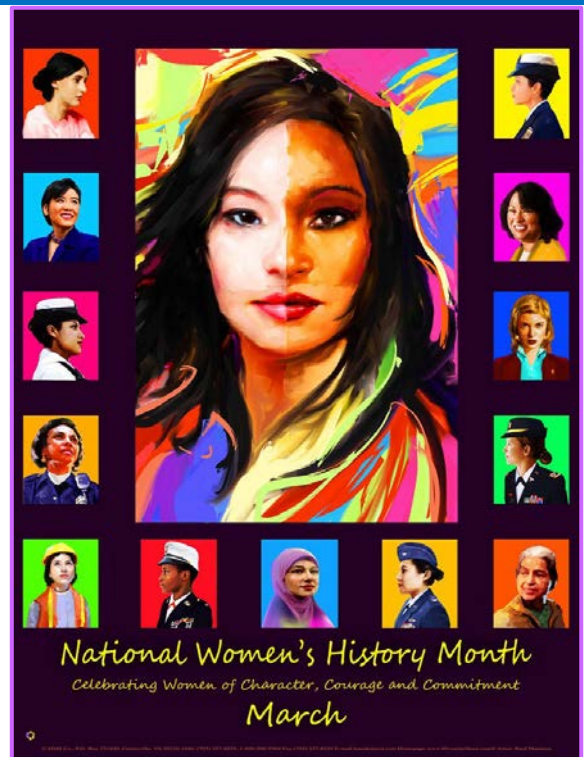
A. Call to order

B. Invocation, 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 David Allison, Council members Tom Bailer, Cathy Sherman, Jeff Guard, Melina Meyer, Anne Schaefer, Kristin Carpenter, and Ken Jones



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: Rasmuson Foundation and the State of Alaska
Broadband Access and Digital Equity Across AK

Presenters: **Rachel Kallander**, CEO Kallander & Associates, Rasmuson Foundation Contractor
Melissa Kookesh, Tribal Liaison for the AK Broadband Office

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 Report

G. Approval of Consent Calendar

5. Minutes:
a. 01-18-23 Regular City Council Meeting Minutes..... **(page 1)**
b. 02-01-23 Regular City Council Meeting Minutes..... **(page 5)**
6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absences of Council member **Jeff Guard** from the February 15, 2023 Regular Meeting and excused absence of Council member **Cathy Sherman** from the February 15, 2023 Regular Meeting

H. Approval of Minutes – in consent calendar

I. Consideration of Bids/Proposals/Contracts - none

J. Reports of Officers

7. Mayor's Report
8. City Manager's Report
a. South Harbor Rebuild update
b. **Gavin Schultze**, CPA, Altman, Rogers & Co., Finance Status Update
c. PWD **Samantha Greenwood**, scrap metal removal opportunity..... **(page 9)**

9. City Clerk's Report - Notice of Regular Election of 3-7-23 & sample ballot..... (page 15)
a. Assessing 2023 Estimated Report from Contract Assessor, 02-16-23..... (page 18)

K. Correspondence..... (see primer for description page 21)

L. Ordinances and Resolutions

10. Ordinance 1204..... (roll call vote)(page 22)

An ordinance of the Council of the City of Cordova, Alaska, repealing Cordova Municipal Code chapter 19.04 "Flood Protection" and enacting Chapter 19.04 "Floodplain Management" to adopt National Flood Insurance Act land use criteria set forth in federal regulation as requirements for National Flood Insurance Program eligibility and amending CMC 1.28.05 to update the fine schedule to reflect changes to Chapter 19.04 – 2nd reading

11. Resolution 03-23-07..... (voice vote)(page 50)

A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Eforce to provide records management software, off-site data management, and continued technical support for the Cordova Police Department

M. Unfinished Business – none

N. New & Miscellaneous Business

12. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 54)

O. Audience Participation

P. Council Comments

Q. Executive Session

13. Council discussion of City Clerk evaluation, in executive session because it is a subject that may tend to prejudice the reputation and character of any person; provided that 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**

if you have a disability that makes it difficult to attend city-sponsored functions, you may contact 907-424-6200 for assistance.
full City Council agendas and packets available online at www.cityofcordova.net

Regular Meetings of the Cordova City Council are live-streamed on the City's YouTube
<https://www.youtube.com/@CityofCordovaAlaska> or available there for viewing by the next business day

Regular City Council Meeting
January 18, 2023 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order – Mayor David Allison called the Regular City Council Meeting to order at 7:00 pm on January 18, 2023, 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 **Anne Schaefer**, **Kristin Carpenter**, and **Ken Jones**. Council members **Tom Bailer**, **Jeff Guard** and, **Melina Meyer** were present via zoom 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/Jones S/Schaefer to approve the agenda. With no objection, **Mayor Allison** declared the agenda approved as presented.

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

F. Communications by and Petitions from Visitors

1. Guest speakers – none

2. Audience comments regarding agenda items: none

3. Chairpersons and Representatives of Boards and Commissions

CCMC Board: **Dr. Hannah Sanders** reported: 1) as far as NVE (re agenda item 17) – from the hospital perspective they are looking forward to continuing this communication they have all been working really hard at collaborating – Ilanka physicians are on CCMC's medical staff – huge change from where we were at years ago; 2) hospital continues to operate on very thin but negative margins; 3) she recently read a study from 2017 which compared coastal Alaska hospitals with similarly sized hospitals in Washington and what stood out was how the small AK hospitals really struggle, much smaller populations to pull from due to isolation and AK hospital's ER's tend to be the largest departments and incur the greatest losses – in Cordova, our ER accounts for 75% of the hospital's losses, Petersburg and Wrangell by comparison saw 35-40% of losses attributable to ER, in Cordova 80% of the ER losses are uninsured or underinsured patients – the times that most of that occurs is when there is our highest population of our migrant workforce – this summer we are hoping to tackle that with the help of our business partners by ensuring these workers are insured and covered and we can then collect on these hospital visits – all is just an example of how we are operating on thin margins but always looking at ways we can improve.

4. Student Council Report – no report

G. Approval of Consent Calendar

5. Minutes of the November 30, 2022 Special Council Meeting

6. Minutes of the December 7, 2022 Public Hearing

7. Resolution 01-23-01 A resolution of the Council of the City of Cordova, Alaska adopting an alternative allocation method for the FY23 Shared Fisheries Business Tax program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 15: Prince William Sound

8. Council concurrence of Mayor's appointment to fill City dedicated seat on PWSRCAC Board

9. Council concurrence of Mayor's appointment to fill vacancy on the Library Board

10. Resolution 01-23-02 A resolution of the Council of the City of Cordova, Alaska approving the license for a mobile restaurant for Charity Schandel, dba Terra Veda

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

H. Approval of Minutes - in consent calendar

I. Consideration of Bids/Proposals/Contracts

11. Approval of contract extension until annual review can be completed for City Manager **Helen Howarth M/Jones S/Schaefer** to approve the first amendment to the employment agreement between the City of Cordova and Helen Howarth.

Mayor Allison said that he has been discussing this with the City Manager, he thinks a contract can be negotiated but the previous one expired a few days ago so this is just an extension until we can get her annual evaluation done and then a new contract.

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

J. Reports of Officers

12. Mayor's Report – **Mayor Allison** reported: 1) AMHS schedule for summer is out for public comment – we will get that email to Council in case anyone wants to comment – it looked pretty decent for us; 2) in Juneau the legislative session has begun.

13. Manager's Report – City Manager **Helen Howarth** turned it over to South Harbor report.

a. South Harbor Rebuild update – **Collin Bronson** gave a brief update – 1) design is on schedule, right at about 35/65 design approval, in process of fine-tuning from the RFP process, which was broad brush, now the details are worked out; 2) now working on balancing budget with wants and needs; 3) Tier 1 State Grant working on finalizing/signing docs for that - MARAD grant – we changed the design – changed the scope and they are asking for resubmission of lots of documentation – still needs final approval; 4) environmental – when we de-scoped, we lost need for a bunch of the environmental work, which is helpful; 5) contractors are helping, have a lot of solutions for these changes, saving us money, they are getting ready to order the long-lead items; barges will be loaded up this summer and headed our way; 6) exodus of boats from harbors – SERVS tier 1 and 2 vessels – all of this coordination is being worked on now, Harbor Commission being helpful in this regard.

b. City Financials – **Howarth** said there is a draft report in the packet – year-end adjustments are still forthcoming – clearly we have done well with revenue in 2022 and expenses came in under as well. Altman, Rogers – finance firm on contract will have staff in to work with our staff to complete year-end and prep for the audit – which will be happening in early May. Investments at AMLIP are earning about 3.5% - the bond proceeds are there – about \$5 million – these are subject to arbitrage rules, so we have to be careful that we are not earning more on our investment than is allowed by the bond rules.

14. City Clerk's Report – **Bourgeois** reported: 1) there were 2 properties taken in the 2019 foreclosures this past fall and the previous owner has rights and the ability to repurchase the property up to 10 years later and that has occurred; he and family members brought in a cashier's check for the full amount owing for both properties – both properties are now paid in full through 2022; deeds have been signed and will be sent in to get recorded to turn both properties back over to previous owner, out of City ownership; 2) declaration of candidacy is open – no declared candidates yet, 2 council seats, 1 school board and 2 CCMC Board seats are available this time – declaration of candidacy closes on February 6.

K. Correspondence

15. 12-2-22 Letter from State of Alaska DOT Re: Cordova-Orca Road Winter Storm Repairs Project

16. 01-11-23 Public and Agency Notice for Aquatic Farmsite Lease for Logan Arnold dba Kelpy Boy, ADL 234003

L. Ordinances and Resolutions – in consent calendar

M. Unfinished Business – none

N. New & Miscellaneous Business

17. Discussion of NVE Letter of Interest regarding Healthcare

M/Carpenter S/Guard to enter executive session to discuss NVE Letter of Interest regarding Healthcare, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

After some Council discussion the motion was withdrawn, Council preferred to hear from the NVE representatives first and then discuss in executive session after item 19 on the agenda.

Howarth introduced **Ted Wright**, Executive Director of NVE and **Kari Collins** also with Ilanka Community Health Center and NVE. There was a letter in the packet outlining NVE's plans for a new clinic and hopes to restart discussions around consolidation of health services in the community. Wright said they were at a go: no-go spot for the grant they are pursuing at the federal level to be able to build this new clinic, he's been working with a consultant and **Howarth** and they are ready to move ahead with the help of the City as outlined in the letter. **Collins** mentioned work groups – a clinical business planning group – which services are we offering, which building do the varied services go in, etc. and a more legal, negotiations and business side of things work group/planning committee – she will discuss with **Dr. Sanders** and others at CCMC starting tomorrow. **Carpenter** commented that this is the first she's heard of this – a new clinic at this site and there seem to be very few details. **Wright** said their first option is the helipad area – they would like to get an architect started on designs. If that spot does not work it might be a longer process. He said the letter of interest is not committing to anything, it is to get things started. **Schaefer** said she is excited to get this conversation going again. She was glad that there were a lot of partnering and collaboration opportunities during Covid between Ilanka and CCMC and hopes to see those continue through this conversation. **Bailer** said he is very supportive of NVE taking over all of the healthcare for the community, but he wonders about the timeline – about when you will be taking over full function of the hospital. If you setup and run a new clinic first you'll be taking away from the core business of the hospital which probably isn't going to work out so well for the City. **Collins** said they are sensitive to not duplicate services, NVE has turned away opportunities knowing CCMC is already doing that and would suffer. **Bailer** said his concern is the siphoning off of patients into the shiny new clinic before the full hospital is taken over. Wright said leadership is very sensitive to that concern. **Bailer** said he appreciates that it is a long time coming he is hopeful for us to work this all out. **Meyer** said she is so grateful to see this in writing from NVE – there have been so many conversations over the years – everyone's main concern is providing good quality healthcare for the whole community of Cordova. **Guard** said he is enthusiastic for getting this figured out, but the devil is in the details and there are a lot of those to figure out. Council concurred that they would still like to discuss in executive session.

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

After discussion a couple of items were added to list: Clerk's evaluation within the next month so it is before Council changeover, CIP list at next meeting, **Guard** asked for a work session or item about bear and trash issues before the season is upon us – **Howarth** said refuse department would present a report at an upcoming meeting. **Mayor** asked for quarterly lunches with board and commission chairs – he asked for one in February.

O. Audience Participation - none

P. Council Comments

Guard thanks for attendance tonight and thanks to NVE.

Carpenter thanked **Dave Janka** and **Sherman Powell** for stepping up and Mayor for their appointments to boards/regs tonight.

Jones appreciated the Harbor update, appreciate the willingness to serve for those appointed tonight.

Schaefer thanked Collin for the Harbor update and to him and **Sam** and the team who are working so hard on that project. Thanks to NVE for getting Healthcare conversation started up again.

Q. Executive Session

19. Recommendations from City Manager regarding CEC land disposal negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

M/Carpenter S/Schaefer to enter executive session to discuss recommendations from City Manager regarding CEC land disposal negotiations, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

Vote on the motion: 6 yeas, 0 nays, 1 absent (Sherman). Motion was approved.

Council entered the executive session at 8:04 pm and returned to the open meeting at 8:44 pm.

Mayor Allison said no decisions were made in the executive session; staff was given direction regarding negotiations with CEC on the land disposal.

19a. 17. Discussion of NVE Letter of Interest regarding Healthcare

M/Carpenter S/Schaefer to enter executive session to discuss NVE Letter of Interest regarding Healthcare, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Sherman). Motion was approved.

Council entered the executive session at 8:45 pm and returned to the open meeting at 9:30 pm.

Mayor Allison said no decisions were made in the executive session. The City Manager will be setting up a working group in the next couple of days to develop a letter as a response to the NVE letter. Council and the City are moving forward with NVE and we will be replying to them with a letter.

R. Adjournment

M/Guard S/Schaefer to adjourn the meeting.

Hearing no objection **Mayor Allison** adjourned the meeting at 9:32 pm.

Approved March 1, 2023

Attest: _____

Susan Bourgeois, City Clerk

**Regular City Council Meeting
February 1, 2023 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order – Mayor David Allison called the Regular City Council Meeting to order at 7:00 pm on February 1, 2023, 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, Anne Schaefer, Kristin Carpenter**, and **Ken Jones**. Council members **Tom Bailer, Jeff Guard** and **Melina Meyer** were present via zoom teleconference. Also present were City Manager **Helen Howarth** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda – M/Schaefer S/Carpenter to approve the agenda.
Vote on the motion: 7 yeas, 0 nays. Motion was approved.

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

F. Communications by and Petitions from Visitors

1. Guest speakers – none
2. Audience comments regarding agenda items: none
3. Chairpersons and Representatives of Boards and Commissions – none were present to report
4. Student Council Report – no report

G. Approval of Consent Calendar

5. Council action to waive protest of renewal for Liquor License # 954 Reluctant Fisherman Bar & Restaurant, beverage dispensary - tourism

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

H. Approval of Minutes - in consent calendar

I. Consideration of Bids/Proposals/Contracts - none

J. Reports of Officers

6. Mayor's Report – **Mayor Allison** reported: 1) he had a written report in the packet; 2) he thanked Council for being timely in getting him the Manager evaluations for the executive session later tonight.

7. Manager's Report – City Manager **Helen Howarth** reported: 1) after last meeting she met with **Ted Wright** and **Kari Collins** of NVE, they meet again Friday this week and she will have an update/agenda item for next meeting with more information about what they need from us; 2) CIP list will be discussed tonight but we will schedule a work session in April after the facilities report is back; 3) bears in trash – there will be a report from refuse forthcoming – hopefully in April; 4) housing work session in April as well – City Planner is working with PWSEDD and other statewide working groups; 5) negotiations with the union to begin again shortly as well.

a. South Harbor Rebuild update – no update tonight

8. City Clerk's Report – **Bourgeois** reported: 1) declaration of candidacy closes Monday Feb 6 – so far only one CCMC declared candidate – **Kelsey Hayden**

9. Staff Quarterly Reports:

a. Cordova Public Library, 4Q 2022, **Debbie Carlson** Department Director

b. Cordova Police Department, 4Q 2022, **Police Chief Andrew Goss**

K. Correspondence

- 10. 12-22-23 Record of Decision Navy Gulf of Alaska training
- 11. 01-23-23 Email from K. Jones regarding Cold Storage Needs

L. Ordinances and Resolutions

12. Resolution 02-23-03 A resolution of the Council of the City of Cordova, Alaska designating Capital Improvement Projects

M/Schaefer S/Sherman to approve Resolution 02-23-03 A resolution of the Council of the City of Cordova, Alaska designating Capital Improvement Projects

Council had a lengthy discussion and considered the list that staff had provided which was staff recommendations and a much more detailed list that the City Manager and staff was suggesting be included in the CIP resolution in place of the list that was in Resolution 02-23-03, as written in the packet.

M/Sherman S/Schaefer to amend the list as follows:

1. Port and Harbor

- a. South Harbor Replacement
- b. North Harbor Efficiency and Safety
 - i. Stabilize Breakwater Ave through sheet piling to create usable uplands for industrial, commercial, Harbor and associated uses.
 - ii. Improve pedestrian safety by creating a sidewalk and boardwalk system to navigate between the north and south harbors.
 - iii. Provide additional cranes, laydown areas, and in harbor fuel services.
- c. Rebuild 3-Stage Dock
- d. Waste Oil Building
- e. Shipyard Expansion
- f. Harbor Basin Expansion

2. Public Works (Water/Sewer/Streets)

- a. Improve water delivery during peak water usage.
 - i. Booster station at Murchison tank to improve water delivery during peak flow.
 - ii. Build a permanent siphon at Crater Lake to improve water delivery during peak flow.
 - iii. Upgrade Pipe Infrastructure.
 - iv. Upgrade pumps stations and equipment.
- b. Sewer Upgrades
 - i. Replacement/upgrade of Wastewater plant and Scada.
 - ii. Replacement/Upgrades of Lift Stations.
 - iii. Replacement of Force main in Odiak Slough.
 - iv. Upgrade Pipe Infrastructure.
- c. Streets Infrastructure and Equipment
 - i. 6th and 7th Streets Upgrades
 - ii. Chase Avenue Upgrades
 - iii. Replace/Upgrade pedestrian walkways (4th and Adams) (Council Street), and (2nd Street to Main)
 - iv. Wheeled Loader
 - v. Road Grader
 - vi. Water Services and Fire Protection (hydrants) to Outlying Areas – Feasibility Study

3. Public Safety

- a. Mile 4 Substation Foundation Repair
- b. E-911 Implementation
 - i. Acquire and integrate new hardware to fully utilize the new E-911 addressing.
 - ii. Replace Failing RMS
 - iii. Replace Dispatch Console
- c. Replace Radio Structure on Ski Hill
- d. Engineering and Preliminary Design of Public Safety Building

4. Recreational Safety and Development

- a. Pool Infrastructure
 - i. Replacement of 60mm PVC Pool liner

- ii. Door and Siding Replacements and CMU Joint Repairs
 - iii. Pool Cover Replacement
 - iv. Pool Roof Replacement
 - v. Ventilations Remodel/Replacement
 - vi. Electrical Distribution System Replacement
 - vii. ADA Compliance and Parking Area re-grade.
- b. Bidarki Recreation Center
 - i. Structural Repair
 - ii. Code and Ada Compliance
 - iii. Facility Improvements
- c. Eyak Lake Skater's Cabin
 - i. Demolish and replace.
- d. Playground Renovations
 - i. Replacement of swing set at Noel Pallas Children's Memorial Playground
- e. Parks Restrooms/Buildings/Structures
 - i. Ballfield/Cordova Municipal Park Restroom/Concession Stand – Code and ADA Compliance
 - ii. Fleming Spit Restroom Replacement
 - iii. Odiak Pond Boardwalk and Gazebo – Code and ADA Compliance
 - iv. Odiak Camper Park Restrooms/Facility Improvements – Code and ADA Compliance.
 - v. Parks Maintenance Shop Facility Improvements – Code Compliance

5. Land Development

- a. Housing
- b. Cold Storage
- c. Harbor Basin Expansion

Mayor Allison suggested that staff take notes as Council discuss this list and then bring back the resolution in a form to be voted upon at the next meeting. Council members did then each give input and staff said they would do so.

M/Jones S/Schaefer to refer this resolution to staff so staff can enter in a list that reflects the Council discussion tonight.

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

M. Unfinished Business – none

N. New & Miscellaneous Business

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

Housing work session – April, facilities work session – April, report from refuse on bears

O. Audience Participation

David Janka of PO Box 1231 Cordova said he didn't get an opportunity to thank council for the RCAC Board appointment, he jumped right in as they met last week, he attended the long-range planning workshop and 2 days of meetings. If there are any questions or concerns he encouraged anyone to get a hold of him. He reminded them of the Harbor work that will be happening, so they are aware of that, glad to hear the project manager mention he prioritization of Tier 1 vessels. That program annually has a recertification process through the USCG and last day for comment is February 8. The USCG has a great website for comments – really user friendly – RCAC's website www.pwsrcac.org has a link for comments.

P. Council Comments

Bailer he googled best places to live in AK and Cordova was number 1. As far as capital priorities – he was part of the process when the Public Safety building was being considered and he thinks what came out of that was way over the top for Cordova – for him to support a new building he'd need to see the

Police and Fire to tell him their needs – what they need to do their job. We should be going after that – a basic building, not a brass pole, multiple showers and weight rooms, etc.

Guard thanked staff for the good suggestions for the CIP List.

Schaefer thanked staff for the CIP List items and thanks to **Dave Janka** for serving as RCAC rep.

Jones echoed the thanks and invited all to come watch IceWorm basketball games – some semi-pro players have come up will be a pretty good show.

Carpenter also thanked staff for the detailed Capital lists.

Sherman echoed the thanks.

Q. Executive Session

14. Council discussion of City Manager evaluation, in executive session because it is a subject that may tend to prejudice the reputation and character of any person; provided that the person may request a public discussion

M/Schaefer S/Sherman to enter into an executive session to discuss the City Manager's evaluation, in executive session because it is a subject that may tend to prejudice the reputation and character of any person; provided that the person may request a public discussion – City Manager **Helen Howarth** has not requested a public discussion.

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

At 8:21 pm **Mayor Allison** called for a 5-minute recess to clear the room.

Council entered the executive session at 8:21 pm and returned to the open meeting at 8:53 pm.

Mayor Allison stated that in the executive session the City Manager's evaluation was discussed and Council directed the **Mayor** and Council member **Sherman** to meet with City Manager **Howarth** to discuss contract renewal terms with her.

R. Adjournment

M/Sherman S/Schaefer to adjourn the meeting.

Hearing no objection **Mayor Allison** adjourned the meeting at 8:55 pm.

Approved: March 1, 2023

Attest: _____

Susan Bourgeois, City Clerk



AGENDA ITEM 8c.
City Council Meeting Date: 03/01/23
CITY COUNCIL COMMUNICATION FORM

FROM: Samantha Greenwood, Public Works Director

DATE: 02/22/23

ITEM: Report on Scrap Metal Removal

☐ ORDINANCE
☐ MOTION

☒ RESOLUTION
☒ INFORMATION

The refuse department has piled scrap metal outside of the landfill cells since 2010, hoping it would be removed and recycled in the future. It took 8 years to have enough volume to interest contractors. Once a substantial volume was collected, the fuel prices were high or the scrap metal prices were low, and there was no interest. The volume of scrap has continued to grow; in 2020, the collection area had to be expanded.



The long term goal of stockpiling scrap metal is to conserve landfill space. The landfill is inspected annually by ADEC, and they have noted concerns about the size and quantity of scrap metal stored in the last few years.

In 2022, Yak Timber worked with the City of Yakutat to remove their scrap metal pile, including 114 scrapped vehicles, appliances, and assorted pieces of scrap metal. Yak Timber has barges, heavy equipment, and trucks. They also had secured a buyer for the metal in Seattle. The Yakutat City Manager and the Public Works Director stated that Yak Timber did a great job and were respectful of the City's employees and property.

Marvin Adams, Chief Executive Officer, Yak Timber Inc., contacted the City of Cordova about removing the City's scrap metal pile. We provided him with pictures and estimated the amount of metal on-site (~25,000 cubic yards).

In addition, Yak Timber has been in touch with local businesses to provide project support. The project is still in the feasibility stage. Yak Timber's ability to receive a Bill of Sale from the City is crucial to determine the project's final feasibility. The Bill of Sale will prove to the metal buyer, Schnitzer Steel, that Yak Timber has the rights to the metal.

Attached is Yakutat's Bill of Sale as a sample. The City Attorney will review the document before final execution. City staff plans to move forward and finalize a Bill of Sale for the scrap metal after approval from the lawyer. Yak Timber's resources are relatively geographically close to Cordova, which makes this project possible. This is an opportunity for the City to dispose of the scrap metal with minimal cost, effort, and staff time. Yak Timber has successfully done this work before and is diligently investigating the project. This opportunity will eliminate the scrap metal pile, appease ADEC, and allow storing of scrap metal to begin again; creating a future scrap pile that can be removed and recycled.



Staff is planning to move forward with this project and execute a Bill of Sale to Yak Timber at no cost. This is an excellent opportunity which should not be passed up. The project will provide local jobs and sales tax revenue. The fact that Yak Timber is willing to coordinate the details of the project makes it economically advantageous for the city. This memo and report is for City Council and public visibility.



Yak Timber's Equipment

1. (1) 2019 Hitachi 370 Log Shovel with 72" log grapples
2. (1) 2020 Tigercat 890 Log Shovel with 72's log grapples
3. (1) 2014 Volvo 350 fork log loader (27ton lift capacity) with attachment 14-yard rock bucket
4. (1) Service Truck with welder and crane
5. (2) Kenworth Semi Trucks with (2) 60ton Low boys.
6. (2) crew trucks for crew
7. (1) Ocean Tug Kimberly C. 105' x 32' 3000 HP twin screw tug with 70,000-gallon fuel capacity
8. (1) Ocean Deck Barge Yak 250 250' x 72' 5,000-ton rated barge with ramps.



BILL OF SALE

FOR AND IN ADEQUATE CONSIDERATION, receipt of which is hereby acknowledged, the City and Borough of Yakutat, P.O. Box 160, Yakutat, Alaska 99689, hereinafter referred to as "the Borough," hereby sells, transfers, conveys and assigns to Yak Timber Inc., of P.O. Box 236, Yakutat, Alaska 99689, hereinafter referred to as "the Purchaser," all of its right, title and interest in and to the following described property:

Approx. 114 scrapped vehicles and miscellaneous other scrap metal items located at the Yakutat Landfill, including appliances, FAA angle iron towers and assorted pieces of scrap metal ("the Property").

Purchaser is to remove the Property from the Yakutat landfill, at Purchaser's sole risk and expense, by no later than _____ pm on June _____, 2022, failing which the Borough may either permanently dispose of the Property, or resell the Property, with no further notice to Purchaser. Once removed from the Landfill by Purchaser, the Property must be put onto a barge by Purchaser and permanently removed from the Borough.

Purchaser acknowledges that the Property is being sold "as is" and "where is", in its current location. PURCHASER ACKNOWLEDGES THAT THE BOROUGH IS MAKING NO GUARANTIES, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, AS TO THE KIND, SIZE, QUALITY, DESCRIPTION, CONDITION, MERCHANTABILITY, PROFITABILITY, OR TITLE OF THE PROPERTY (INCLUDING THE STATUS OF THE TITLE HELD BY THE BOROUGH), OR ITS FITNESS FOR ANY USE OR PURPOSE. ANY APPLICABLE STATUTORY OR OTHER WARRANTY IS EXPRESSLY DISCLAIMED BY THE BOROUGH AND WAIVED BY PURCHASER. Purchaser agrees that it has had full opportunity to inspect and evaluate the Property prior to the sale, and that by taking possession of it, Purchaser shall be deemed to have accepted same as being suitable for its use and to accept all risks, obvious or hidden, arising from its possession, ownership and use. Purchaser agrees that it has not relied upon any representations of the Borough to induce Purchaser to purchase the Property or to sign any documents pertaining to sale.

All removal operations at the Yakutat Landfill by Purchaser will be conducted in strict compliance with applicable laws and regulations. The Purchaser shall defend, indemnify, and hold harmless the Borough, and its officers, officials, employees, agents, representatives, successors, and assigns from any claim, demand, cost, loss or expense, including claims for loss or damage to property, injury to any person including death, or release or discharge of any hazardous substance or material, arising from, in connection with, or relating, directly or indirectly, to the Property or any act or omission committed in removing the Property from the Yakutat Landfill. Any damage to Borough land, structures, or equipment sustained during Purchaser's removal operations shall be promptly and fully repaired and restored by Purchaser.

[Signatures on Following Pages]

/

/

Borough Manager

ACKNOWLEDGEMENT

TE OF ALASKA)
) ss.
T JUDICIAL DISTRICT)

IS TO CERTIFY that before me, the undersigned Notary Public for Alaska
ommissioned and sworn as such, personally appeared Jon Erickson, Borough Mana
City and Borough of Yakutat, and who executed the foregoing instrument
nowledged to me that he signed and sealed the same on behalf of the City and Bo
akutat, under proper authority and as his free and voluntary act and deed for the
urposes therein mentioned.

NESS my hand and official seal this _____ day of _____, 20____

Notary Public in and for the State of Alaska
My commission expires: _____

ACKNOWLEDGEMENT

THIS IS TO CERTIFY that before me, the undersigned Notary Public for Alaska, duly commissioned and sworn as such, personally appeared Jon Erickson, Borough Manager of the City and Borough of Yakutat, and who executed the foregoing instrument, and acknowledged to me that he signed and sealed the same on behalf of the City and Borough of Yakutat, under proper authority and as his free and voluntary act and deed for the uses and purposes therein mentioned.

Notary Public in and for the State of Alaska
My commission expires: _____

ACCEPTANCE

Purchaser hereby accepts transfer and conveyance of the Property under the terms set forth herein.

PURCHASER:

Signature

By: _____

Printed Name

Its: _____

Date: _____

ACKNOWLEDGEMENT

STATE OF ALASKA)
) ss.

FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that before me, the undersigned Notary Public for Alaska, duly commissioned and sworn as such, personally appeared _____, _____ of Yak Timber, Inc. (the Purchaser), and who executed the foregoing instrument, and acknowledged to me that s/he signed and sealed the same on behalf of Purchaser, under proper authority and as his/her free and voluntary act and deed for the uses and purposes therein mentioned.

WITNESS my hand and official seal this _____ day of _____, 2022.

Notary Public in and for the State of Alaska

My commission expires: _____

PUBLIC NOTICE

REGULAR CITY ELECTION

**** Regular Election - General Information ****

**** March 7, 2023 ****

**** Polling place: Cordova Center Community Room A
Voting hours: 7:00 am to 8:00 pm ****

To elect:

Seat B One (1) City Council Member for One (1) Regular, Three (3) Year Term

Seat C One (1) City Council Member for One (1) Regular, Three (3) Year Term

To elect:

One (1) School Board Member for One (1) Regular, Three (3) Year Term

To elect:

**Two (2) CCMC Authority Board Members for One (1) Regular, Three (3) Year Term
for One (1) Two (2) Year Term**

Early in-person voting at Cordova Center: Available February 14 – March 6, 2023, 8:00 am – 5:00 pm, Monday through Friday. Not including the President’s Day Holiday, Monday February 20, 2023.

Application for absentee voting: Submit a request for an absentee ballot to: City Clerk, City of Cordova, PO Box 1210, Cordova, AK 99574; or by email to cityclerk@cityofcordova.net . Application by mail shall be postmarked, and application by email shall be received by the city clerk no earlier than January 1, 2023 and no later than 7 days (Tuesday, February 28, 2023) before the election. Applications are available on the City website or may be requested from the City Clerk. Absentee ballot application may also be requested in-person at an early voting site during its hours of operation.

Casting an absentee ballot: An absentee ballot cast by mail must be postmarked on or before the date of the election and must be received by the City Clerk no later than 14 days after the election (March 21, 2023). An absentee ballot deposited in a drop box must be placed in the drop box by the close of polls on election day. Cordova has one Election Drop Box, located upstairs at the Cordova Center main entrance under the covered drop-off driveway.

Absentee voting a special needs ballot: A qualified voter who is unable to go to a polling place to vote because of disability, infirmity or confinement may vote absentee by special needs ballot. The voter may, through a representative, request a special needs ballot from an election official on election day or from the City Clerk up to 21 days (February 14, 2023) before the election date.

For further information, contact the City Clerk at cityclerk@cityofcordova.net or 424-6248.

Sample Ballot
Cordova General Election
March 7, 2023

sample ballot

City Council Member - Seat "B"

For regular, three (3) year term

Vote for one (1)

☐

Cathy R. H. Sherman

☐

(write-in)

City Council Member - Seat "C"

For regular, three (3) year term

Vote for one (1)

☐

Kasey Kinsman

☐

(write-in)

One (1) School Board Member

For regular, three (3) year term

Vote for one (1)

☐

David L. Glasen

☐

(write-in)

Two (2) CCMC Authority Board Members

For one (1) regular, three (3) year term - highest vote getter

For one (1) two (2) year term - second highest vote getter

Vote for two (2)

☐

Kelsey Hayden

☐

Christopher Iannazzone

☐

(write-in)

☐

(write-in)

Sample Ballot
Cordova General Election
March 7, 2023

sample ballot

City Council Member - Seat "B"

For regular, three (3) year term

Vote for one (1)

☐

Cathy R. H. Sherman

☐

(write-in)

City Council Member - Seat "C"

For regular, three (3) year term

Vote for one (1)

☐

Kasey Kinsman

☐

(write-in)

One (1) School Board Member

For regular, three (3) year term

Vote for one (1)

☐

David L. Glasen

☐

(write-in)

Two (2) CCMC Authority Board Members

For one (1) regular, three (3) year term - highest vote getter

For one (1) two (2) year term - second highest vote getter

Vote for two (2)

☐

Christopher Iannazzone

☐

Kelsey Hayden

☐

(write-in)

☐

(write-in)

2023 ESTIMATED TAX ASSESSMENT REPORT FOR THE CITY OF CORDOVA



City of Cordova

A L A S K A

Anchorage, Alaska

Report Prepared on February 16, 2023

ASSESSMENT REPORT SUMMARY

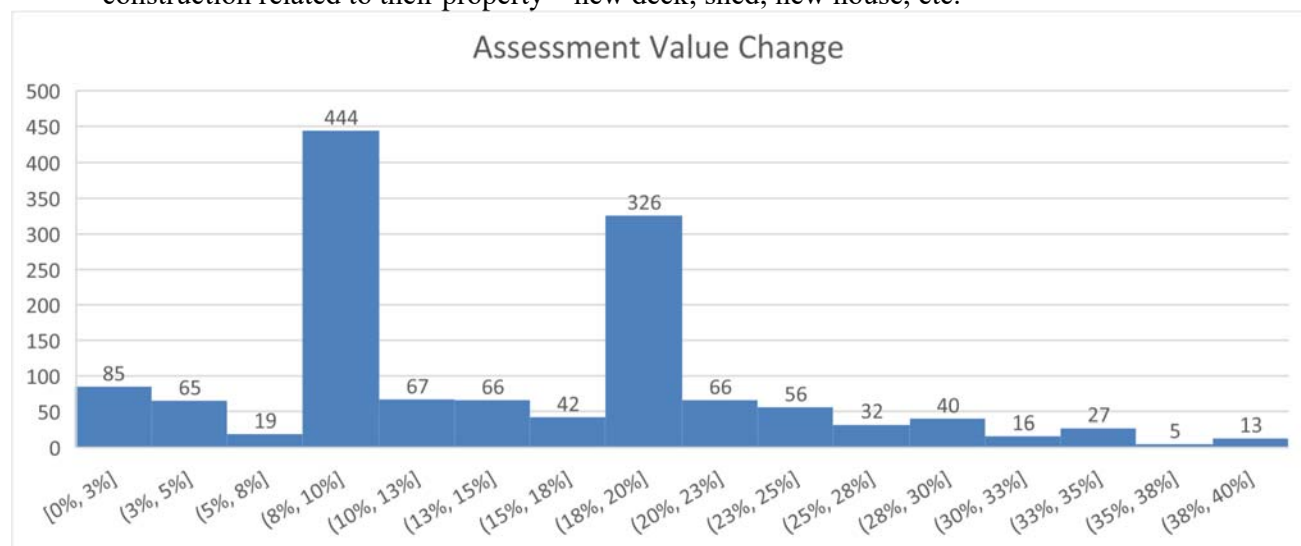
To: City of Cordova, City Council
From: Appraisal Company of Alaska
Date: 2/16/2023
Subject: 2023 Estimated Tax Assessment Report

This is a brief report that includes an estimate of 2023 assessment value totals and changes. More detailed report will be available at the time of the Board of Equalization meeting. All values are subject to change due to appeals and other factors.

For your information – properties are assessed based on constant research for significant facts (sales) to accumulate and analyze in order to estimate the full and true (fair market) value of your property. Finding the full and true market value involves estimating the price most people would pay for it in its present condition. The assessor does not create the value – people create value through their transactions in the marketplace. State law requires your property to be assessed at its full and true value each and every year. The assessor has the legal responsibility to study those transactions and appraise your property accordingly. Values change in the marketplace, whether improvements are made to property or not. Each year assessments are done all over again because the market value changes from one year to the next.

2023 Updates

- Residential Properties: Based on the property market analysis in Cordova – trends from the past year and past 2 – 3 years show residential property value increase. This year property owners will see the assessed value increase on average by about 15% - some cases higher (majority ranging from 8%...20% - see the graph below) - depending on the characteristics of the property. Part of the increase includes land value updates as well. An increase this year for both land / improvements was required to meet the requirements set by the States Assessors Office. Based on our annual inspections - some properties will see higher value changes than listed above due to construction related to their property – new deck; shed; new house, etc.

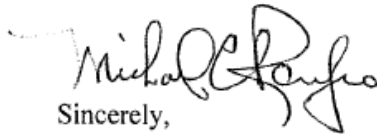


- Commercial Properties: The only change for commercial properties will be land revaluation and changes in land valuation are around 10%. Some properties will see value change due to our annual inventory review, but it's a small number of properties.

- Sales Ratio Study: As part of our assessment process, we conduct annual reviews of recent property sales; and compare these to the specific property/ies they relate to. Based on the sales ratio study findings an increase for land and improvements are being applied. It's important to highlight that both land and residential property values in Cordova have been increasing, and this trend still continues as of today. The Assessor's Office is always taking a cautious approach to calculating trends mainly due to lack of available data. Major factors that are contributing to value changes are:

- Supply / Demand – shortage of housing
- Costs of Vacant land – site preparation costs
- Construction Costs – material costs, shipping, labor, etc.

These factors are common across the State and are the driving force of higher property values.



Sincerely,

Michael C Renfro

Contract Assessor

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.



AGENDA ITEM # 10
City Council Meeting Date: 3/1/2023
CITY COUNCIL COMMUNICATION FORM

FROM: Kevin Johnson, City Planner

DATE: 2/22/23

ITEM: Ordinance 1204 – Repeal CMC Chapter 19.04 “Flood Protection” and Replace with CMC Chapter 19.04 “Floodplain Management” and Associated Changes

NEXT STEP: Review Ordinance for Roll Call Vote Adoption on second reading

☐ RESOLUTION
☒ **ORDINANCE**

☐ INFORMATION
☐ MOTION

I. REQUEST OR ISSUE: FEMA is requiring updates to the City’s floodplain protection code to remain in compliance with the requirements of FEMA’s National Flood Insurance Program (NFIP) standards. Staff requests the City Council reviews Ordinance 1204 which repeals and replaces CMC 19.04.

II. RECOMMENDED ACTION / NEXT STEP: Recommended Motion: “I move to adopt Ordinance 1204 an ordinance of the Council of the City of Cordova, Alaska, repealing Cordova Municipal Code Chapter 19.04 “Flood Protection” and enacting Chapter 19.04 “Floodplain Management” to adopt National Flood Insurance Act land use criteria set forth in federal regulation as requirements for national flood insurance program eligibility and amending CMC 1.28.05 to update the fine schedule to reflect changes to Chapter 19.04.

III. FISCAL IMPACTS: This update should have minimal fiscal impact in terms of staff and City resources. Staying in compliance with the Flood Insurance Program is a fiscal benefit to the City as it keeps us in good standing with FEMA to receive disaster relief funds if necessary, after a disaster.

IV. BACKGROUND INFORMATION: The National Flood Insurance Program (NFIP), enables homeowners, business owners and renters in participating communities to purchase federally backed flood insurance. This insurance offers an insurance alternative to disaster assistance to meet the escalating costs of repairing flood damage to buildings and their contents. Participating communities agree to adopt and enforce floodplain management ordinances to reduce future flood damage and to qualify for Federal assistance after flooding disasters.

In 2015 the city adopted codes regulating FEMA identified floodplains. The adoption of these codes served two main purposes, first to protect life and property and the second was to make our community eligible for flood insurance and disaster relief.

In the summer of 2022, a FEMA representative visited for a compliance check. During this check it was determined that some items within our code require updating. These updates are required for our City to remain in compliance with FEMA's flood insurance program. Other changes were suggested but not required. After reviewing the suggested changes, staff suggests adopting those as well. They will help provide clarity to our floodplain permitting process and consistency when working on floodplain permitting with FEMA.

Attached is a FEMA review table showing the specific required and suggested changes. These changes are reflected in the attached Ordinance as well as the ~~Strikethrough~~-(deleted text) **Underline** (added text) Changes attachment.

Planning Commission reviewed these changes at its 12/13/22 meeting and passed the attached Resolution 23-01 at its 1/10/2023 meeting recommending that the City Council adopt Ordinance 1204.

V. LEGAL ISSUES: Legal has reviewed the ordinance and made minor adjustments regarding the appeal process so that it aligns with our current process for zoning appeals to increase code consistency.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES: The updates to this code do not change the status of any legally constructed structures within the established floodplain.

VII. ATTACHMENTS:

- A. Ordinance 1204
- B. Existing Code
- C. ~~Strikethrough~~ **Underline** Changes
- D. FEMA Review Sheet
- E. Planning Commission Resolution 23-1

B & C above are available as backup to the ordinance when it was in the 2/15/23 packet for first reading. For tonight's second reading they are not included but can be found in the 2/15/23 Regular Council Meeting Packet on the City website.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1204**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
REPEALING CORDOVA MUNICIPAL CODE CHAPTER 19.04 “FLOOD PROTECTION”
AND ENACTING CHAPTER 19.04 “FLOODPLAIN MANAGEMENT” TO ADOPT
NATIONAL FLOOD INSURANCE ACT LAND USE CRITERIA SET FORTH IN FEDERAL
REGULATION AS REQUIREMENTS FOR NATIONAL FLOOD INSURANCE PROGRAM
ELIGIBILITY AND AMENDING CMC 1.28.05 TO UPDATE THE FINE SCHEDULE TO
REFLECT CHANGES TO CHAPTER 19.04**

WHEREAS, the National Flood Insurance Act of 1968, as amended (“NFIA”) authorizes the Federal Emergency Management Agency (“FEMA”) to establish and carry out the National Flood Insurance Program (“NFIP”) to provide flood insurance against losses resulting from physical damage or loss of property to eligible persons; and

WHEREAS, under the NFIA, FEMA may only grant flood insurance to properties within communities that have adopted and enforce adequate land use and control measures that regulate floodplains as established by FEMA regulations located at 44 CFR 60.3, 60.4, and 60.5; and

WHEREAS, the City Council of the City of Cordova has determined that participation in the NFIP is necessary to provide residents the opportunity to apply for insurance through the Program; and

WHEREAS, FEMA Floodplain Specialist for FEMA Region 10, in which Cordova is located, has reviewed Cordova’s Code and provided the City Planner required changes to Chapter 19.04 to maintain NFIA compliance and NFIP eligibility; and

WHEREAS, it has been determined that is in the best interests of the City to adopt the definitions and requirements of the NFIA and to incorporate those changes into Chapter 19.04 of the Cordova Municipal Code to maintain compliance with the NFIA and NFIP eligible status.

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

Section 1. Cordova Municipal Code 1.28.085(C), “Minor offense fine schedule”, is amended to read as follows:

C. The following violations of this code are amenable to disposition without court appearance upon payment of a fine in the amount listed below:

...

Environment

<u>19.04</u>	<u>Failure to comply with the requirements of this Chapter</u>	<u>500.00</u>
---------------------	---	----------------------

Section 2. Chapter 19.04 of the Cordova Municipal Code, “Flood Protection”, is repealed and reenacted as Chapter 19.04 “Floodplain Management”, to read as follows:

Chapter 19.04 – FLOODPLAIN MANAGEMENT

19.04.010 Definitions.

Unless specifically defined below, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common usage and to give this chapter its most reasonable application.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

"Alteration of watercourse" means any action that will change the location of the channel occupied by water within the banks of any portion of a riverine waterbody.

"Appeal" means a request for a review of the City Manager's interpretation of any provisions of this chapter.

"Area of shallow flooding" means a designated Zone AO, AH, AR/AO or AR/AH (or VO) on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

"Area of special flood hazard" means the land in the floodplain within a community subject to a 1 percent or greater chance of flooding in any given year. It is shown on the Flood Insurance Rate Map (FIRM) as Zone A, AO, AH, A1-30, AE, A99, AR (V, VO, V1-30, VE). "Special flood hazard area" is synonymous in meaning with the phrase "area of special flood hazard".

"Base flood" means the flood having a one percent chance of being equaled or exceeded in any given year.

"Base flood elevation (BFE)" means the elevation to which floodwater is anticipated to rise during the base flood.

"Basement" means any area of the building, including any sunken room or sunken portion of a room, having its floor below ground level (subgrade) on all sides.

"Building" see "Structure".

"Development" means any manmade change to improved or unimproved real estate, including, but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

"Existing manufactured (mobile) home park or manufactured (mobile) home subdivision" means a parcel (or contiguous parcels) of land divided into two or more manufactured (mobile) home lots for rent or sale for which the construction of facilities for servicing the lot on which the manufactured (mobile) home is to be affixed (including, at a minimum, the installation of utilities, either final site grading or the pouring of concrete pads, and the construction of streets) is completed before the effective date of the ordinance codified in this chapter.

"Expansion to an existing manufactured (mobile) home park or manufactured (mobile) home subdivision" means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured (mobile) homes are to be affixed (including the installation of utilities, either final site grading or pouring of concrete pads, or the construction of streets).

"Flood" or "flooding" means (a) A general and temporary condition of partial or complete inundation of normally dry land areas from:

1. The overflow of inland or tidal waters; and/or
2. The unusual and rapid accumulation of runoff of surface waters from any source.
3. Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in paragraph (a)(2) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

(b) The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

"Flood elevation study" means an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

"Flood insurance rate map (FIRM)" means the official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).

"Flood insurance study (FIS)" see "Flood elevation study".

"Floodplain or flood-prone area" means any land area susceptible to being inundated by water from any source. See "Flood or flooding."

"Floodplain administrator" is the title assigned in federal regulation for the city official who is designated to administer and enforce the floodplain management regulations. The City has designated the City Manager as floodplain administrator, and refers to the City Manager by title throughout this chapter.

"Floodplain management" means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.

"Floodplain management regulations" means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as floodplain ordinance, grading ordinance and erosion control ordinance) and other application of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

"Flood proofing" means any combination of structural and nonstructural additions, changes, or adjustments to structures, which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitation facilities, structures, and their contents.

"Floodway" means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Also referred to as "Regulatory Floodway."

"Functionally dependent use" means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long-term storage or related manufacturing facilities.

"Habitable floor" means any floor usable for living purposes, which includes working, sleeping, eating, cooking or recreation, or a combination thereof. A floor used only for storage purposes is not a "habitable floor."

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

"Highest adjacent grade" means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

"Historic structure" means any structure that is:

1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or
4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the Secretary of the Interior; or
 - b. Directly by the Secretary of the Interior in states without approved programs.

"Letter of map amendment (LOMA)" means an amendment to the currently effective FEMA map which establishes that a property is not located in a special flood hazard area. A LOMA is issued only by FEMA.

"Letter of map revision (LOMR)" means an official amendment to the currently effective FEMA map. It is issued by FEMA and changes flood zones, delineations, and elevations.

"Lowest floor" means the lowest floor of the lowest enclosed area (including "Basement"). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access, or storage in an area other than a basement area, is not considered a building's lowest floor provided that such enclosure is not built so as to render the structure in violation of any other requirements.

"Manufactured (mobile) home" means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle."

"Manufactured Home Park or Subdivision" means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

"Mean sea level" means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which Base Flood Elevations shown on a community's Flood Insurance Rate Map are referenced.

"Modular building" means a building that is usually transported to its site on a steel frame or special trailer because it does not have a permanent chassis like a manufactured (mobile) home.

"New construction" means structures for which the "start of construction" commenced on or after the effective date of the ordinance codified in this chapter.

"New manufactured (mobile) home park or manufactured (mobile) home subdivision" means a parcel (or contiguous parcels) of land divided into two or more manufactured (mobile) home lots for rent or sale for which the construction of facilities for servicing the lot (including, at a minimum, the installation of utilities, either final site grading or the pouring of concrete pads, and the construction of streets) is completed on or after the effective date of the ordinance codified in this chapter.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

"One-hundred-year flood" means a flood of a magnitude which can be expected to occur on the average of once every one hundred years. It is possible for this size flood to occur during any year. The odds are one to a hundred that this size flood will occur during a given year, but there is a one percent chance that a flood will occur each year. Also known as the "one percent flood", and the NFIP "base flood."

"Recreational vehicle" means a vehicle which is:

1. Built on a single chassis;
2. 400 square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light-duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

"Special flood hazard area (SFHA)" see "Area of special flood hazard".

"Start of construction" means the first placement of permanent construction of a structure (other than a manufactured (mobile) home) on a site, such as the pouring of slabs or footings or any work beyond the stage of excavation. Permanent construction does not include preparation, such as clearing, grading and filling, nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not as part of the main structure. For a structure (other than a mobile home) without a basement or poured footings, the "start of construction" includes the first permanent framing or assembly of the structure or any part thereof on its piling or foundation. For manufactured (mobile) homes not within a manufactured (mobile) home park or manufactured (mobile) home subdivision, "start of construction" means the affixing of the manufactured (mobile) home to its permanent site. For manufactured (mobile) homes within manufactured (mobile) home parks or manufactured (mobile) home subdivisions, "start of construction" is the date on which the construction of facilities for servicing the site on which the manufactured (mobile) home is to be affixed (including, at a minimum, the construction of streets, either final site grading or the pouring of concrete pads, and installation of utilities) is completed.

"Structure" means a walled and roofed building, and includes mobile homes, manufactured homes, and gas and liquid storage tanks or containers that are principally above ground.

"Substantial damage" means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed fifty percent of the market value of the structure before the damage occurred. All structures that are determined to be substantially damaged are automatically considered to be substantial improvements, regardless of the actual repair work performed. If the cost necessary to fully repair the structure to its before damage condition is equal to or greater than fifty percent of the structure's market value before damages, then the structure must be elevated (or floodproofed if it is non-residential) to or above the base flood elevation (BFE), and meet other applicable NFIP requirements.

"Substantial improvement" means any reconstruction, rehabilitation, addition or other improvement of a building, the cost of which equals or exceeds fifty percent of the market value of the building before the "start of construction" of the improvement. Substantial improvement includes buildings that have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either any project for improvement of a building to correct existing state or local code violations or any alteration to a "historic building," provided that the alteration will not preclude the building's continued designation as a "historic building."

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

"Variance" means a grant of relief by a participating community from the terms of its floodplain management regulations.

"Violation" means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this chapter is presumed to be in violation until such time as that documentation is provided.

19.04.020 Statutory authority.

These regulations are adopted by the City Council pursuant to authority vested in that body by the Charter of the City and by AS 29.35.010 and AS 29.35.260 as amended.

19.04.030 Findings of fact.

- A. The flood hazard areas of the City are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare.
- B. These flood losses are caused by the cumulative effect of obstructions in areas of special flood hazards which increase flood heights and velocities, and when inadequately anchored, damage uses in other areas. Uses that are inadequately flood proofed, elevated or otherwise protected from flood damage also contribute to the flood loss.

19.04.040 Purpose.

It is the purpose of this chapter to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas by provisions designed:

- A. To protect human life and health;
- B. To minimize expenditure of public money and costly flood control projects;
- C. To minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- D. To minimize prolonged business interruptions;
- E. To minimize damage to public facilities and utilities such as water mains, electric, telephone and sewer lines, streets and bridges located in areas of special flood hazard;
- F. To help maintain a stable tax base by providing for the sound use and development of areas of special flood hazard so as to minimize future flood blight areas;
- G. To ensure that potential buyers are notified that property is in an area of special flood hazard; and
- H. To ensure that those who occupy the areas of special flood hazard assume responsibility for their action.
- I. To participate in and maintain eligibility for national flood insurance and disaster relief.

19.04.050 Reduction of flood losses.

In order to accomplish its purposes, this chapter includes methods and provisions for:

- A. Restricting or prohibiting uses which are dangerous to health, safety and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities;
- B. Requiring that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

- C. Controlling the alteration of natural flood plains, stream channels and natural protective barriers, which help accommodate or channel flood waters;
- D. Controlling filling, grading, dredging and other development which may increase flood damage; and
- E. Preventing or regulating the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards in other areas.

19.04.060 Interpretation.

In the interpretation and application of this chapter, all provisions shall be:

- A. Considered as minimum requirements;
- B. Liberally construed in favor of the governing body; and
- C. Deemed neither to limit nor repeal any other powers granted under state statutes.

19.04.070 Applicability.

This chapter shall apply to all areas of special flood hazards within the jurisdiction of the City.

19.04.080 Compliance required.

No structure or land shall hereafter be constructed, located, extended, converted or altered without full compliance with the terms of this chapter and other applicable regulations.

19.04.090 Basis for establishing the areas of special flood hazard.

The areas of special flood hazard identified by the Federal Insurance Administration in a scientific and engineering report entitled "The Flood Insurance Study for the City of Cordova," dated December 16, 2015, with accompanying flood insurance maps is adopted by reference and declared to be a part of this chapter. The flood insurance study is on file at City Hall.

19.04.100 Development permit.

A development permit shall be obtained before construction or development begins within any area of special flood hazard established in Section 19.04.090. The permit shall be for all structures including manufactured (mobile) homes, as set forth in Section 19.04.010, and for all other development including fill and other activities also as set forth in Section 19.04.010. Application for a development permit shall be made on forms furnished by the City and may include, but not be limited to: plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, fill, storage of materials, drainage facilities; and the location of the foregoing. Specifically, the following information is required:

- A. Elevation in relation to the FIS and FIRM, of the lowest floor (including basement) of all structures;
- B. Elevation in relation to the FIS and FIRM to which any structure has been flood proofed;
- C. Certification by a registered professional engineer or architect that the flood proofing methods for any nonresidential structure meet the flood proofing criteria in Section 19.04.260; and
- D. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.

19.04.110 City Manager—Administration.

The City Manager is appointed to administer and implement this chapter by granting or denying development permit applications in accordance with its provisions.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

19.04.120 City Manager—Duties generally.

Duties of the City Manager shall include, but not be limited to, those set forth in Sections 19.04.130 through 19.04.170.

19.04.130 City Manager—Permit review.

The City Manager shall:

- A. Review all development permits to determine that the permit requirements of this chapter have been satisfied;
- B. Review all development permits to determine that all necessary permits have been obtained from those federal, state or local governmental agencies from which prior approval is required.

19.04.140 City Manager—Use of other base flood data.

When base flood elevation data has not been provided in accordance with Section 19.04.090, the City Manager shall obtain, review and reasonably utilize any base flood elevation data available from a federal, state or other source, in order to administer Sections 19.04.250 and 19.04.260.

19.04.150 City Manager—Further information to be obtained.

The City Manager shall:

- A. Obtain and record the actual elevation (in relation to the FIS and FIRM) of the lowest floor (including basement) of all new or substantially improved structures, and whether or not the structure contains a basement;
- B. For all new or substantially improved flood-proofed structures:
 - 1. Verify and record the actual elevation (in relation to the FIS and FIRM), and
 - 2. Maintain the flood proofing certifications required in Section 19.04.100.C;
- C. Obtain and maintain the following for public inspection and make available as needed:
 - 1. Certification required by Section 19.04.250 and Section 19.04.270 (lowest floor elevations for all structures, bottom of the lowest horizontal structural member (if applicable), and service facilities/mechanical equipment);
 - 2. Certification required by Section 19.04.260 (lowest floor elevations or floodproofing of non-residential structures and service facilities/mechanical equipment);
 - 3. Certification required by Section 19.04.277;
 - 4. Certification required by Section 19.04.276;
 - 5. Records of all variance actions, including justification for their issuance;
 - 6. Improvement and damage calculations.

19.04.160 City Manager—Alteration of watercourse.

The City Manager shall:

- A. Notify adjacent communities and the State Department of Community and Regional Affairs prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration.
- B. Require that maintenance is provided within the altered or relocated portion of said watercourse so that the flood-carrying capacity is not diminished.
- C. Notify the Federal Insurance Administrator in writing of acquisition by means of annexation, incorporation or otherwise, of additional areas of jurisdiction.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

19.04.170 City Manager—Interpretation of FIRM boundaries.

The City Manager shall make interpretations where needed, as to exact location of the boundaries of the areas of special hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in Section 19.04.280.

19.04.180 Standards and specifications—Generally.

In all areas of special flood hazards the standards set forth in Sections 19.04.190 through 19.04.230 are required.

19.04.190 Subdivision proposals.

- A. All subdivision proposals shall be consistent with the need to minimize flood damage.
- B. All subdivision proposals shall have public utilities and facilities such as sewer, electrical, and water systems located and constructed to minimize flood damage.
- C. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage.
- D. Base flood elevation data shall be provided for subdivision proposals and other proposed development which contain at least fifty lots or five acres, whichever is less.

19.04.200 Review of building permits.

Where elevation data is not available, applications for building permits shall be reviewed to assure that proposed construction will be reasonably safe from flooding. The test of reasonableness is a local judgment and includes use of historical data, high—water marks, photographs of past flooding, etc., where available.

19.04.210 Anchoring.

- A. All new construction and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure.
- B. All mobile homes shall be anchored to resist flotation, collapse, or lateral movement by providing over-the-top and frame ties to ground anchors. Specific requirements shall be that:
 - 1. Over-the-top ties be provided at each of the four corners of the mobile home, with two additional ties per side at intermediate locations, with mobile homes less than fifty feet long requiring one additional tie per side;
 - 2. Frame ties be provided at each corner of the home with five additional ties per side at intermediate points, with mobile homes less than fifty feet long requiring four additional ties per side;
 - 3. All components of the anchoring system be capable of carrying a force of four thousand eight hundred pounds; and,
 - 4. Any additions to the mobile home be similarly anchored.
- C. An alternative method of anchoring may involve a system designed to withstand a wind force of ninety miles per hour or greater. Certification must be provided to the City Manager that this standard has been met.

19.04.220 Construction materials and methods.

- A. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

- B. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.

19.04.230 Utilities.

- A. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
- B. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters.
- C. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.
- D. Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall be designed and/or located to prevent water from entering or accumulating within the components during conditions of flooding.

19.04.240 Standards and specifications—Areas of special flood hazard.

In all areas of special flood hazards where base flood elevation data has been provided as set forth in Section 19.04.090 or Section 19.04.140, the provisions set forth in Sections 19.04.250 through 19.04.270 are required.

19.04.250 Residential construction.

- A. New construction and substantial improvement of any residential structure shall have the lowest floor, including basement, elevated to or above base flood elevation.
- B. A garage attached to a residential structure, constructed with the garage floor slab below the Base Flood Elevation, must be designed to allow for the automatic entry and exit of flood waters.

19.04.260 Nonresidential construction.

New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall either have the lowest floor, including basement, elevated to the level of the base flood elevation; or, together with attendant utility and sanitary facilities, shall:

- A. Be flood proofed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water;
- B. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and
- C. Be certified by a registered professional engineer or architect that the standards of this subsection are satisfied. Such certifications shall be provided to the official as set forth in Section 19.04.150B.

19.04.265 – Accessory structure construction (detached garages & storage structures).

Accessory structures, both residential and nonresidential, used solely for parking of vehicles or storage may be constructed such that the floor is below the Base Flood Elevation, provided the structure is designed and constructed in accordance with the following requirements based on the floodplain zone;

- A. A zones (A, AE, A1-30, AH, AO):
 - 1. Use of the accessory structure must be limited to parking of vehicles or storage;
 - 2. The portions of the accessory structure located below the Base Flood Elevation must be built using flood resistant materials;

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

3. The accessory structure must be adequately anchored to prevent flotation, collapse and lateral movement;
4. Any machinery or equipment servicing the accessory structure must be elevated or floodproofed to or above the Base Flood Elevation;
5. The accessory structure must comply with floodway encroachment provisions in Section 19.04.276 and
6. The accessory structure must be designed to allow for the automatic entry and exit of flood waters in accordance with Section 19.04.277.

Detached garages, storage structures and other accessory structures not meeting the above standards must be constructed in accordance with all applicable standards in Section 19.04.250(A), (B), or (C) as appropriate.

Upon completion of the structure, certification that the requirements of this section have been satisfied shall be provided to the City Manager for verification.

19.04.266 – Standards for storage of materials and equipment.

- A. The storage or processing of materials that could be injurious to human, animal or plant life if released due to damage from flooding is prohibited in special flood hazard areas.
- B. Storage of other material or equipment may be allowed if not subject to damage by floods and if firmly anchored to prevent flotation, or if readily removable from the area within the time available after flood warning

19.04.270 Manufactured (mobile) homes.

- A. Manufactured (mobile) homes shall be anchored in accordance with Section 19.04.210.
- B. For new manufactured (mobile) home parks and manufactured (mobile) home subdivisions; for expansions to existing manufactured (mobile) home parks and manufactured (mobile) home subdivisions; for existing manufactured (mobile) home parks and manufactured (mobile) home subdivisions where the repair reconstruction or improvement of the streets, utilities and pads equal or exceeds fifty percent of value of the streets, utilities and pads before the repair, reconstruction or improvement has commenced; and for manufactured (mobile) homes not placed in a manufactured (mobile) home park or manufactured (mobile) home subdivision, require that:
 1. Stands or lots are elevated on compacted fill or on pilings so that the lowest floor of the manufactured (mobile) home and the bottom of the I-beam will be at or above the base flood level;
 2. Adequate surface drainage and access for a hauler are provided; and,
 3. In the instance of elevation on pilings, that:
 - a. Lots are large enough to permit steps;
 - b. Piling foundations are placed in stable soil no more than ten feet apart; and
 - c. Reinforcement is provided for pilings more than six feet above the ground level.
- C. No manufactured (mobile) home shall be placed in a floodway, except in an existing manufactured (mobile) home park or existing mobile home subdivision.

19.04.275 – Recreational vehicles.

In A1-30, AH, and AE zones, all recreational vehicles to be placed on a site must:

- A. Be elevated and anchored; or
- B. Be on the site for less than one hundred eighty consecutive days; and

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

- C. Be fully licensed and highway ready.
- D. Meet the permit requirements of Section 19.04.100 and the applicable elevation and anchoring requirements for manufactured homes in Section 19.04.270.

19.04.276 – Floodways.

Located within the special flood hazard areas established in Section 19.04.090 are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters which carry debris, potential projectiles and erosion potential, the following provisions apply:

- A. Prohibit encroachments, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge;
- B. If Section 19.04.276 is satisfied, all new construction and substantial improvements shall comply with all other applicable flood hazard reduction provisions of Section 19.04.240.
- C. Encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations may be permitted, provided that City of Cordova first applies for and fulfills the requirements for a Conditional Letter of Map Revision (CLOMR), and receives approval from the Federal Insurance Administrator to revise the FIRM and FIS in accordance with Section 19.04.160.

19.04.277 – Equalizing hydrostatic load.

All new construction and substantial improvement with fully enclosed areas below the lowest floor (excluding basements) that are usable solely for parking of vehicles, building access or storage, and which are subject to flooding, shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater. Designs for meeting this requirement must meet or exceed the following criteria:

For non-engineered openings:

- A. Have a minimum of two openings with a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
- B. The bottom of all openings shall be no higher than one foot above grade;
- C. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwater.

Alternatively, a registered engineer or architect may design and certify engineered openings.

Upon completion of the structure, certification that the requirements of this section have been satisfied shall be provided to the City Manager for verification.

19.04.280 – Appeals.

- A. The planning commission as established by the City shall hear and decide appeals and requests for variances from the requirements of this chapter.
- B. The planning commission shall hear and decide appeals when it is alleged there is an error in any requirement, decision or determination made by the City Manager in the enforcement or administration of this chapter.
- C. Further appeal of any action or decision of the planning commission may be taken by any person or party aggrieved pursuant to the procedures set forth in Section 18.64.030.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

19.04.281 – Variances – Nature of Variances.

The variance criteria set forth in this section are based on the general principle of zoning law that variances pertain to a piece of property and are not personal in nature. A variance may be granted for a parcel of property with physical characteristics so unusual that complying with the requirements of this chapter would create an exceptional hardship to the applicant or the surrounding property owners. The characteristics must be unique to the property and not be shared by adjacent parcels. The unique characteristic must pertain to the land itself, not to the structure, its inhabitants or the property owners.

It is the duty of the City to help protect its citizens from flooding through enforcement of this chapter. This need is so compelling and the implications of the cost of insuring a structure built below the Base Flood Elevation are so serious that variances from the flood elevation or from other requirements of this chapter are quite rare. The long-term goal of preventing and reducing flood loss and damage can only be met if variances are strictly limited. Therefore, the variance guidelines provided in this chapter are more detailed and contain multiple provisions that must be met before a variance can be properly granted. The criteria are designed to screen out those situations in which alternatives other than a variance are more appropriate.

19.04.282 – Variance applications.

An application for a variance under this chapter shall be submitted, considered, and decided in accordance with the procedures set forth in Section 18.64.020.

19.04.283 – Conditions for variances.

- A. Variances shall only be issued:
 - 1. Upon a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with existing code;
 - 2. For the repair, rehabilitation or restoration of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure;
 - 3. Upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief;
 - 4. Upon a showing of good and sufficient cause;
 - 5. Upon a determination that failure to grant the variance would result in exceptional hardship to the applicant;
 - 6. Upon a showing that the use cannot perform its intended purpose unless it is located or carried out in close proximity to water. This includes only facilities defined in Section 19.04.010 in the definition of "Functionally Dependent Use."
- B. Variances shall not be issued within any floodway if any increase in flood levels during the base flood discharge would result.
- C. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the Base Flood Elevation, provided the procedures of Sections 19.04.180 have been fully considered. As the lot size increases

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

beyond one-half acre, the technical justification required for issuing the variance increases.

19.04.285 –Variance Criteria.

- A. In considering variance applications under this chapter, the Planning Commission shall consider all technical evaluations, all relevant factors, standards specified in other sections of this chapter, and:
1. The danger that materials may be swept onto other lands to the injury of others;
 2. The danger of life and property due to flooding or erosion damage;
 3. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
 4. The importance of the services provided by the proposed facility to the community;
 5. The necessity to the facility of a waterfront location, where applicable;
 6. The availability of alternative locations for the proposed use, which are not subject to flooding or erosion damage;
 7. The compatibility of the proposed use with existing and anticipated development;
 8. The relationship of the proposed use to the comprehensive plan and floodplain management program for that area;
 9. The safety of access to the property in time of flood for ordinary and emergency vehicles;
 10. The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters expected at the site; and,
 11. The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, water system and streets and bridges.
- B. Any applicant to whom a variance is granted shall be given written notice over the signature of the City Planner that:
1. The issuance of a variance to construct a structure below the Base Flood Elevation will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and
 2. Such construction below the base flood elevation increases risks to life and property.
- C. The City Manager shall maintain a record of all variance actions, including justification for their issuance.

19.04.290 - (Reserved).

19.04.295 – Violations.

Violation of the provisions of this Chapter by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall be subject to abatement as outlined in Section 8.08.030. Each day a violation occurs is a separate violation. The minimum penalty for a single violation of this chapter is specified in Chapter 1.28 of this Code. Nothing herein contained shall prevent the City from taking such other lawful action as is necessary to prevent or remedy any violation.

19.04.300 Conflict of provisions.

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

This chapter is not intended to repeal, abrogate or impair any existing easements, covenants, or deed restrictions; however, where this chapter and another ordinance, easement, covenant or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

19.04.310 Liability.

The degree of flood protection required by this chapter is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by manmade or natural causes. This chapter does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This chapter shall not create liability on the part of the City, any officer or employee thereof, or the Federal Insurance Administration, for any flood damages that result from reliance on this chapter or any administrative decision law-fully made thereunder.

Section 3. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading: February 15, 2023

2nd reading and public hearing: March 1, 2023

PASSED AND APPROVED THIS 1st DAY OF MARCH 2023.

David Allison, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

[Deleted text is ~~stricken through~~; added text is **bold and underlined**]

Alaska State NFIP Model Ordinance Checklist		
Must change	Community & CID:	Cordova, 020037
For discussion or a suggestion	Ordinance # & Date:	19.04
Compliant	Reviewer:	Mitch Paine, FEMA Region 10
	Review date:	5/27/2022

Criteria & Model Ordinance Reference	Federal Code Citations, Markups, and Comments
Section 1.0: Statutory Authorization, Findings of Fact, Purpose, and Objectives	Not mandatory to adopt section 1.0
1.1 Statutory Authorization	
The State of Alaska has delegated the responsibility to local governmental units to adopt floodplain management regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the {Community Name}, does ordain as follows:	19.04.020
1.2 Findings of Fact	
A. The flood hazard areas of {Community Name} are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare. B. These flood losses may be caused by the cumulative effect of obstructions in areas of special flood hazards that increase flood heights and velocities, and when inadvertently anchored, damage uses in other areas. Uses that are inadequately flood proofed, elevated, or otherwise protected from flood damage also contribute to the flood loss.	19.04.030
1.3 Statement of Purpose	
It is the purpose of this ordinance to promote public health, safety, and general welfare, and to minimize public and private losses due to flooding in flood hazard areas by provisions designed to: 1)Protect human life and health; 2)Minimize expenditure of public money for costly flood control projects; 3)Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public; 4)Minimize prolonged business interruptions; 5)Minimize damage to public facilities and utilities, such as water and gas mains; electric, telephone and sewer lines; and streets and bridges located in flood hazard areas; 6)Help maintain a stable tax base by providing for the sound use and development of flood hazard areas so as to minimize blight areas caused by flooding; 7)Notify potential buyers that the property is in a special flood hazard area; 8)Notify those who occupy flood hazard areas that they assume responsibility for their actions; and 9)Participate in and maintain eligibility for flood insurance and disaster relief.	19.04.040, but would suggest including item 9) from the model ordinance
1.4 Methods of Reducing Flood Loss	
In order to accomplish its purposes, this ordinance includes methods and provisions for: 1) Restricting or prohibiting development which is dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities, 2)Requiring that development vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction; 3)Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel floodwaters; 4)Controlling filling, grading, dredging, and other development which may increase flood damage; and 5) Preventing or regulating the construction of flood barriers that unnaturally divert floodwaters or may increase flood hazards in other areas.	19.04.050
Section 2.0 – Definitions	44 CFR 59.1 Not mandatory to adopt all definitions as shown. Asterisks denote a definition specifically in 44 CFR 59.1.
*Alteration of watercourse: Any action that will change the location of the channel occupied by water within the banks of any portion of a riverine waterbody	
Appeal: A request for a review of the interpretation of any provision of this ordinance or a request for a variance.	Yes
*Area of shallow flooding: A designated zone AO, AH, AR/AO or AR/AH (or VO) on a community’s Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow. Also referred to as the sheet flow area.	Yes
*Area of special flood hazard: The land in the floodplain within a community subject to a 1 percent or greater chance of flooding in any given year. It is shown on the Flood Insurance Rate Map (FIRM) as zone A, AO, AH, A1-30, AE, A99, AR (V, VO, V1-30, VE). “Special flood hazard area” is synonymous in meaning with the phrase “area of special flood hazard”.	Yes, but would suggest including the reference to specific flood zone language
ASCE 24: The most recently published version of ASCE 24, Flood Resistant Design and Construction, published by the American Society of Civil Engineers.	
*Base flood: The flood having a 1% chance of being equaled or exceeded in any given year (also referred to as the “100-year flood”).	Yes, but must change to match model ordinance

*Base Flood Elevation (BFE): The elevation to which floodwater is anticipated to rise during the base flood.	Yes
*Basement: Any area of the building having its floor sub-grade (below ground level) on all sides.	Yes
Building: See "Structure."	
Building Code: The currently effective versions of the International Building Code and the International Residential Code adopted by the State of Washington Building Code Council.	
Breakaway wall: A wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.	
Coastal High Hazard Area: An area of special flood hazard extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources. The area is designated on the FIRM as zone V1-30, VE or V.	
Critical Facility: A facility for which even a slight chance of flooding might be too great. Critical facilities include (but are not limited to) schools, nursing homes, hospitals, police, fire and emergency response installations, and installations which produce, use, or store hazardous materials or hazardous waste.	
*Development: Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials located within the area of special flood hazard.	Yes
Elevation Certificate: An administrative tool of the National Flood Insurance Program (NFIP) that can be used to provide elevation information, to determine the proper insurance premium rate, and to support a request for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).	
Elevated Building: For insurance purposes, a non-basement building that has its lowest elevated floor raised above ground level by foundation walls, shear walls, post, piers, pilings, or columns.	
Essential Facility: This term has the same meaning as "Essential Facility" defined in ASCE 24. Table 1-1 in ASCE 24-14 further identifies building occupancies that are essential facilities.	
Existing Manufactured Home Park or Subdivision: A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by the community.	Yes
Expansion to an Existing Manufactured Home Park or Subdivision: The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).	Yes
*Flood or Flooding: 1) A general and temporary condition of partial or complete inundation of normally dry land areas from: a) The overflow of inland or tidal waters. b) The unusual and rapid accumulation or runoff of surface waters from any source. c) Mudslides (i.e., mudflows) which are proximately caused by flooding as defined in paragraph (1)(b) of this definition and are akin to a river of liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current. 2) The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (1)(a) of this definition	Yes
*Flood elevation study: An examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards. Also known as a Flood Insurance Study (FIS).	Yes, identified as FIS, but should change to match model ordinance
*Flood Insurance Rate Map (FIRM): The official map of a community, on which the Federal Insurance Administrator has delineated both the special hazard areas and the risk premium zones applicable to the community. A FIRM that has been made available digitally is called a Digital Flood Insurance Rate Map (DFIRM).	Yes
Flood Insurance Study (FIS): See "Flood elevation study".	
*Floodplain or flood prone area: Any land area susceptible to being inundated by water from any source. See "Flood or flooding."	
*Floodplain administrator: The community official designated by title to administer and enforce the floodplain management regulations.	
Floodplain management regulations: Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as floodplain ordinance, grading ordinance and erosion control ordinance) and other application of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.	
*Flood proofing: Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate risk of flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents. Flood proofed structures are those that have the structural integrity and design to be impervious to floodwater below the Base Flood Elevation.	Yes, but would suggest changing to match model ordinance

<p>*Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. Also referred to as "Regulatory Floodway."</p>	Yes, but must change to match model ordinance
<p>*Functionally dependent use: A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, and does not include long term storage or related manufacturing facilities.</p>	No, but must include if allowing variances
<p>*Highest adjacent grade: The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.</p>	Yes
<p>Historic structure: Any structure that is:</p> <p>1. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;</p> <p>2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;</p> <p>3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or</p> <p>4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:</p> <p>a. By an approved state program as determined by the Secretary of the Interior or</p> <p>b. Directly by the Secretary of the Interior in states without approved programs.</p>	Yes
<p>*Lowest Floor: The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access, or storage in an area other than a basement area, is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this ordinance (i.e. provided there are adequate flood ventilation openings).</p>	Yes
<p>Manufactured Dwelling: A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle."</p>	Yes
<p>Manufactured Dwelling Park or Subdivision: A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.</p>	
<p>Mean Sea Level: For purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which Base Flood Elevations shown on a community's Flood Insurance Rate Map are referenced.</p>	
<p>*New construction: For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by COMMUNITY NAME and includes any subsequent improvements to such structures</p>	Yes
<p>New Manufactured Home Park or Subdivision: A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of adopted floodplain management regulations adopted by the community.</p>	Yes
<p>Reasonably Safe from Flooding: Development that is designed and built to be safe from flooding based on consideration of current flood elevation studies, historical data, high water marks and other reliable data known to the community. In unnumbered A zones where flood elevation information is not available and cannot be obtained by practicable means, reasonably safe from flooding means that the lowest floor is at least two feet above the Highest Adjacent Grade.</p>	
<p>*Recreational Vehicle: A vehicle,</p> <p>1) Built on a single chassis;</p> <p>2) 400 square feet or less when measured at the largest horizontal projection;</p> <p>3) Designed to be self-propelled or permanently towable by a light duty truck; and</p> <p>4) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.</p>	Yes, but must change to match model ordinance
<p>*Start of construction: Includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days from the date of the permit. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.</p>	Yes

*Structure: For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.	Yes
*Substantial Damage: Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. '	Yes
*Substantial improvement: Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either: 1)Any project for improvement of a structure to correct previously identified existing violations of state or local health, sanitary, or safety code specifications that have been identified by the local code enforcement official and that are the minimum necessary to assure safe living conditions; or 2)Any alteration of a "historic structure," provided that the alteration will not preclude the structure's continued designation as a "historic structure."	Yes
*Variance: A grant of relief by {COMMUNITY NAME} from the terms of a floodplain management regulation.	Yes
Violation: The failure of a structure or other development to be fully compliant with the community’s floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.	No, but would suggest including
Water surface elevation: The height, in relation to the vertical datum utilized in the applicable flood insurance study of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.	
Water Dependent: A structure for commerce or industry that cannot exist in any other location and is dependent on the water by reason of the intrinsic nature of its operations	
Section 3.0 – General Provisions	
3.1 Lands to Which This Ordinance Applies	44 CFR 59.22(a)
This ordinance shall apply to all special flood hazard areas within the jurisdiction of {Community Name}.	19.04.070
3.2 Basis for Establishing the Areas of Special Flood Hazard	Mandatory (44 CFR 60.3 (preamble) and 44 CFR 60.2(h)). *In some communities, the phrase “and any revisions thereto” is not considered legally binding and should not be adopted.
The special flood hazard areas identified by the Federal Insurance Administrator in a scientific and engineering report titled “The Flood Insurance Study (FIS) for {exact title of study}” dated {date}, with accompanying Flood Insurance Rate Maps (FIRMs) dated {date}, are hereby adopted by reference and declared to be a part of this ordinance. The FIS and FIRM panels are on file at {list the address or the building, i.e. Borough Administration Building, Department of Planning, Public Works etc.}.	19.04.090
3.3 Compliance	Mandatory (44 CFR 60.2(h))
All development within special flood hazard areas is subject to the terms of this ordinance and other applicable regulations.	19.04.080
3.4 Abrogation	Recommended (Not mandatory)
This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.	19.04.300
3.5 Interpretation	Recommended (Not mandatory)
In the interpretation and application of this ordinance, all provisions shall be: 1)Considered as minimum requirements; 2)liberally construed in favor of the governing body; and, 3)Deemed neither to limit nor repeal any other powers granted under state statutes.	19.04.060
3.6 Penalties for Noncompliance	Mandatory (44 CFR 60.2(h))
Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall {insert applicable penalty(ies) per State/local law}. Nothing herein contained shall prevent the {community name} from taking such other lawful action as is necessary to prevent or remedy any violation.	I don't see any penalties for noncompliance, but are they in another section?
3.7 Disclaimer of Liability	Recommended (Not mandatory)
The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the COMMUNITY NAME, any officer or employee thereof, or the Federal Insurance Administrator for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.	19.04.310
3.8 Severability	Mandatory (44 CFR 60.1(b)) The severability clause may be included in the adopting ordinance and left uncodified.
This ordinance and the various parts thereof are hereby declared to be severable. Should any Section of this ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the ordinance as a whole, or any portion thereof other than the Section so declared to be unconstitutional or invalid.	Not present in code, but should be in adopting ordinance

Section 4.0 – Administration	
4.1 Designation of the Floodplain Administrator	<i>Mandatory (44 CFR 59.22(b)(1))</i>
The INSERT INDIVIDUAL JOB TITLE is hereby appointed to administer, implement, and enforce this ordinance by granting or denying development permits in accordance with its provisions. The Floodplain Administrator may delegate authority to implement these provisions.	19.04.110
4.2 Duties and Responsibilities of the Floodplain Administrator	<i>Mandatory (44 CFR 60.1(b))</i>
Duties of the floodplain administrator, or their designee, shall include, but not be limited to	19.04.120
4.2.1 Permit Review	<i>Mandatory (44 CFR 60.1(b))</i>
Review all development permits to determine that: A. The permit requirements of this ordinance have been satisfied; B. All other required state and federal permits have been obtained; C. The site is reasonably safe from flooding; D. In areas where a floodway has not been designated, require that no new construction, substantial improvements or other development (including fill) shall be permitted within Zones A1-30 and AE unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community. {Do not include item D if not applicable to community}	19.04.130
4.2.2 Use of Other Base Flood Data	<i>Mandatory (44 CFR 60.3(b)(4))</i>
When Base Flood Elevation data has not been provided in accordance with Section 3.2 {or the numbering system used by the community}, the Floodplain Administrator shall obtain, review and reasonably utilize any Base Flood Elevation data available from a federal, state or other source, in order to administer Section 5.0 {or the numbering system used by the community}. Any such information shall be consistent with the requirements of the Federal Insurance Administrator.	19.04.140, 19.04.200
4.2.3. Obtain and Maintain for Public Inspection	<i>Required verbatim (44 CFR 60.3 (b)(5)); (44 CFR 60.3(b)(5)(i) and (iii)); (44 CFR 60.3(e)(2)); (44 CFR 60.3(b)(5)(i) and (iii)); (44 CFR 60.3(b)(5)(ii)); (44 CFR 60.3(b)(5)(iii)); (44 CFR 60.3(d)(3)); (44 CFR 60.6(a)(6)); (44 CFR 60.3(b)(5)(iii))</i>
Obtain and maintain the following for public inspection and make available as needed: A. Certification required by Section 5.1.3.1 and Section 5.5 {or the numbering system used by the community} (lowest floor elevations for all structures, bottom of the lowest horizontal structural member (if applicable), and service facilities/mechanical equipment); B. Certification required by Section 5.1.3.2 {or the numbering system used by the community} (lowest floor elevations or floodproofing of non-residential structures and service facilities/mechanical equipment); C. Certification required by Section 5.1.3.4 {or the numbering system used by the community} (engineered flood openings); D. Certification required by Section 5.7.A {or the numbering system used by the community} (floodway encroachments); E. Records of all variance actions, including justification for their issuance; F. Improvement and damage calculations.	19.04.150, but must include other pieces from the model ordinance
4.2.4 Notification to Other Entities	<i>Mandatory (44 CFR 59.22(a)(9)(v))</i>
A. Whenever a watercourse is to be altered or relocated, notify adjacent communities and the State Coordinating Office prior to such alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administrator through appropriate notification means, and assure that the flood carrying capacity of the altered or relocated portion of said watercourse is maintained. B. Base Flood Elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six months after the date such information becomes available, the Floodplain Administrator shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Volume 44 Code of Federal Regulations Section 65.3. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data. C. Notify the Federal Insurance Administrator in writing of acquisition by means of annexation, incorporation or otherwise, of additional areas of jurisdiction.	19.04.160, but must include part "C" from the model ordinance
4.2.5 Remedial Actions	<i>Mandatory (44 CFR 59.24)</i>
Take actions on violations of this ordinance as required in Section 3.6 {or the numbering system used by the community} herein.	
4.3 Establishment of Development Permit	<i>Mandatory (44 CFR 60.3(a)(1))</i>

<p>A Development Permit shall be obtained before construction or development begins, including placement of manufactured homes, within any Special Flood Hazard Area established in Section 3.2 {or the numbering system used by the community}. Application for a Development Permit may be made on forms furnished by the Floodplain Administrator and may include, but not be limited to, plans in duplicate drawn to scale showing the nature, location, dimensions and elevation of the area in question, existing or proposed structures, fill, storage of materials, drainage facilities and the location of the foregoing. Specifically, the following information is required:</p>	19.04.100
4.3.1 For A Zones (A, A1-30, AE, AH, AO)	<i>Mandatory (44 CFR 60.3(a)(1), 44 CFR 60.3(b)(3), 44 CFR 60.3(c)(4))</i>
<p>A. E Proposed elevation in relation to mean sea level of the lowest floor (including basement) of all structures. In Zone AO, elevation of existing highest adjacent grade and proposed elevation of lowest floor of all structures;</p> <p>B. E Proposed elevation in relation to mean sea level to which any non-residential structure will be floodproofed;</p> <p>C. C Certification by a registered professional engineer or architect that the floodproofing methods for any non-residential structure meet the floodproofing criteria in Section 5.1.3.2 {or the numbering system used by the community}; and</p> <p>D. D Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.</p>	19.04.100
4.3.2 For V Zones (VE, V1-30, V)	<i>Mandatory (44 CFR 60.3(e)(2))</i>
<p>A. E Proposed elevation in relation to mean sea level of the bottom of the lowest structural member of the lowest floor (excluding pilings and columns) of all structures, and whether such structures contain a basement;</p> <p>B. B Base Flood Elevation data for subdivision proposals or other development, including manufactured home parks or subdivisions, greater than 50 lots or 5 acres, whichever is the lesser; and</p> <p>C. D Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.</p>	N/A
5.0 Provisions for Flood Hazard Reduction	
5.1 General Standards	
In all special flood hazard areas, the following standards shall be adhered to:	
5.1.1 Anchoring	<i>Mandatory (44 CFR 60.3(a)(b)); (44 CFR 60.3(a)(3)(i)); (44 CFR 60.3(b)(8)); For more information, refer to guidebook, FEMA-85, “Manufactured Home Installation in Flood Hazard Areas.”</i>
<p>A. A All new construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.</p> <p>B. A All manufactured dwellings shall meet the anchoring standards of section 5.5.</p>	19.04.210
5.1.2 Construction Materials and Methods	<i>Mandatory (44 CFR 60.3(a)(3)(ii-iv))</i>
<p>A. A All new construction and substantial improvements shall be constructed with materials resistant to flood damage;</p> <p>B. A All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage; and</p> <p>C. A All new construction and substantial improvement shall be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.</p> <p>D. W Within Zones AH or AO, adequate drainage paths shall be constructed around structures on slopes to guide floodwaters around and away from proposed structures.</p>	19.04.230, 19.04.220
5.1.3 Elevation and Floodproofing	
5.1.3.1 Residential Construction	<i>Mandatory (44 CFR 60.3(c)(2) and (5));(44 CFR 60.3(c)(7)); (44 CFR 60.3(b)(2)); (44 CFR 60.3(e)); (44 CFR 60.3(c)(5), 44 CFR 60.3(e)(2)-(7)</i>
5.1.3.1.1 For A Zones (A, AE, A1-30, AH, AO):	
<p>Residential construction, new or substantial improvement, shall have the lowest floor, including basement, elevated to or above the Base Flood Elevation.</p> <p>A. In a Zone AO, the Base Flood Elevation is determined from the FIRM panel as the depth number specified. If no depth is specified, the required elevation is at minimum two (2) feet above highest adjacent grade.</p> <p>B. In a Zone A where the Base Flood Elevation has not been determined, the Base Flood Elevation is determined locally by the criteria set out in Section 4.2.2 {or the numbering system used by the community}. A minimum of 2 feet above highest adjacent grade may result in a lower insurance premium.</p> <p>C. In Zones AE, A1-30, and AH, the Base Flood Elevation is determined from the FIS and/or FIRM.</p> <p>D. A garage attached to a residential structure, constructed with the garage floor slab below the Base Flood Elevation, must be designed to allow for the automatic entry and exit of flood waters. See Section 5.1.3.4 {or the numbering system used by the community}.</p> <p>Upon completion of the structure, certification by a registered professional engineer or surveyor that the elevation requirements of the lowest floor, including basement, of this section have been satisfied shall be provided to the Floodplain Administrator for verification.</p>	19.04.250, but would suggest including language around attached garages
5.1.3.1.2 For V Zones (VE, V1-30, V)	

<p>Residential construction, new or substantial improvement, shall:</p> <p>A. Be located landward of the reach of mean high tide;</p> <p>B. Have the bottom of the lowest structural member of the lowest floor (excluding pilings and columns), elevated to or above the Base Flood Elevation;</p> <p>C. Have the pile or column foundation and structure attached thereto be anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Water loading values used shall be those associated with the base flood. Wind loading values used shall be those required by applicable State or local building standards;</p> <p>D. Have the space below the lowest floor, usable solely for parking of vehicles, building access, or storage, either free of obstruction or constructed with non-supporting breakaway walls, open wood lattice-work, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system. For the purposes of this section, a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot;</p> <p>E. Prohibit the use of fill for structural support of buildings; and</p> <p>F. Prohibit man-made alteration of sand dunes and mangrove stands.</p> <p>A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction, and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of this Section.</p> <p>Upon completion of construction, certification by a registered professional engineer or architect that these design standards have been satisfied, and certification by a registered professional engineer or surveyor that the elevation requirements of the bottom of the lowest structural member of the lowest floor, excluding pilings and columns, of this section have been satisfied shall be provided to the Floodplain Administrator for verification.</p>	N/A
5.1.3.2 Nonresidential Construction	<i>Mandatory (44 CFR 60.3(c)(3) - (5))</i>
For A Zones (A, AE, A1-30, AH, AO)	
<p>Non-residential construction, new or substantial improvement, shall have the lowest floor either elevated to conform with Section 5.1.3.1(A), (B), or (C) as appropriate {or the numbering system used by the community},</p> <p>Or, together with attendant utility and sanitary facilities,</p> <p>A. Be floodproofed below the elevation recommended under Section 5.1.3.1(A), (B), or (C) as appropriate {or the numbering system used by the community} so that the structure is watertight with walls substantially impermeable to the passage of water; and</p> <p>B. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.</p> <p>A registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice meeting the provisions listed above.</p> <p>Upon completion of the structure, certification by a registered professional engineer or surveyor that the elevation requirements of the lowest floor, including basement, of this section have been satisfied shall be provided to the Floodplain Administrator for verification; or certification by a registered professional engineer or architect that the floodproofing design of this section is satisfied, including the specific elevation in relation to mean sea level to which such structures are floodproofed, shall be provided to the Floodplain Administrator for verification.</p>	19.04.260
For V Zones (VE, V1-30, V)	
Floodproofing of non-residential structures is prohibited. All structures must be elevated and constructed according to the requirements set forth in Section 5.1.3.1 {or the numbering system used by the community}.	
5.1.3.3 Appurtenant Structures (Detached Garages & Storage Structures)	<i>Optional, FEMA Policy on Agricultural/Accessory Structures</i>
For A Zones (A, AE, A1-30, AH, AO)	
<p>Appurtenant structures used solely for parking of vehicles or storage may be constructed such that the floor is below the Base Flood Elevation, provided the structure is designed and constructed in accordance with the following requirements:</p> <p>A. Use of the appurtenant structure must be limited to parking of vehicles or storage;</p> <p>B. The portions of the appurtenant structure located below the Base Flood Elevation must be built using flood resistant materials;</p> <p>C. The appurtenant structure must be adequately anchored to prevent flotation, collapse and lateral movement;</p> <p>D. Any machinery or equipment servicing the appurtenant structure must be elevated or floodproofed to or above the Base Flood Elevation;</p> <p>E. The appurtenant structure must comply with floodway encroachment provisions in Section 5.7 {or the numbering system used by the community}; and</p> <p>F. The appurtenant structure must be designed to allow for the automatic entry and exit of flood waters in accordance with Section 5.1.3.4 {or the numbering system used by the community}.</p> <p>Detached garages, storage structures and other appurtenant structures not meeting the above standards must be constructed in accordance with all applicable standards in Section 5.1.3.1(A), (B), or (C) as appropriate {or the numbering system used by the community}.</p> <p>Upon completion of the structure, certification that the requirements of this section have been satisfied shall be provided to the Floodplain Administrator for verification.</p>	Not included, but would suggest including
For V Zones (VE, V1-30, V)	

Floodproofing of non-residential structures is prohibited. All structures must be elevated and constructed according to the requirements set forth in Section 5.1.3.1 {or the numbering system used by the community}.	N/A
5.1.3.4 Flood Openings	<i>Mandatory (44 CFR 60.3(c)(5))</i>
<p>All new construction and substantial improvement with fully enclosed areas below the lowest floor (excluding basements) that are usable solely for parking of vehicles, building access or storage, and which are subject to flooding, shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the automatic entry and exit of floodwater. Designs for meeting this requirement must meet or exceed the following criteria: For non-engineered openings: A. Have a minimum of two openings with a total net area of not less than one square inch for every square foot of enclosed area subject to flooding; B. The bottom of all openings shall be no higher than one foot above grade; C. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwater. Alternatively, a registered engineer or architect may design and certify engineered openings. Upon completion of the structure, certification that the requirements of this section have been satisfied shall be provided to the Floodplain Administrator for verification.</p>	19.04.277, but must change to match model ordinance
5.2 Standards for Storage of Materials and Equipment	<i>Mandatory (44 CFR 60.3(a))</i>
<p>A. The storage or processing of materials that could be injurious to human, animal or plant life if released due to damage from flooding is prohibited in special flood hazard areas. B. Storage of other material or equipment may be allowed if not subject to damage by floods and if firmly anchored to prevent flotation, or if readily removable from the area within the time available after flood warning</p>	Not present, must include
5.3 Standards for Water Supply and Waste Disposal Systems	<i>Mandatory (44 CFR 60.3(a)(5)(6))</i>
<p>A. All new or replacement water supply and sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from systems into flood waters. B. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.</p>	19.04.230
5.4 Development Proposals	<i>Mandatory (44 CFR 60.3(a)(4) & (b)(3))</i>
<p>All new development proposals, including subdivisions and manufactured home parks, shall: A. Be consistent with the need to minimize flood damage; B. Have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage; and C. Provide adequate drainage to reduce exposure to flood hazards. D. Include Base Flood Elevation data for all proposals greater than 50 lots or 5 acres, whichever is the lesser.</p>	19.04.190
5.5 Standards for Manufactured Homes	<i>Mandatory (44 CFR 60.3(b)(8); 44 CFR 60.3(c)(6)(iv); 44 CFR 60.3(c)(12)(ii)), 44 CFR 60.3(e)(8)</i>
5.5.1 For A Zones (A, AE, A1-30, AH, AO)	
<p>All manufactured homes shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not to be limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces. A. Manufactured homes that are placed or substantially improved within Zone AO shall meet the residential construction standards in A Zones in Section 5.1.3.1 {or the numbering system used by the community}. B. Manufactured homes that are placed or substantially improved within Zones A1-30, AH, and AE on the community's FIRM on sites: a. Outside of a manufactured home park or subdivision, b. In a new manufactured home park or subdivision, c. In an expansion to an existing manufactured home park or subdivision, or d. In an existing manufactured home park or subdivision on which a manufactured home has incurred “substantial damage” as the result of a flood, Be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist floatation collapse and lateral movement. C. Manufactured homes to be placed or substantially improved on sites in an existing manufactured home park or subdivision within Zones A1-30, AH, and AE on the community’s FIRM that have not incurred substantial damage as the result of a flood are to be elevated so that either: a. The lowest floor of the manufactured home is at or above the base flood elevation, or b. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist floatation, collapse, and lateral movement. Upon completion of installation of the manufactured home, certification by a registered professional engineer or surveyor that the elevation requirements of this section have been satisfied shall be provided to the Floodplain Administrator for verification.</p>	19.04.270
5.5.2 For V Zones (VE, V1-30, V)	

<p>A. Manufactured homes placed or substantially improved within Zones V1-30, V, and VE on the community's FIRM on sites:</p> <p>a. Outside of a manufactured home park or subdivision,</p> <p>b. In a new manufactured home park or subdivision,</p> <p>c. In an expansion to an existing manufactured home park or subdivision, or</p> <p>d. In an existing manufactured home park or subdivision on which a manufactured home has incurred “substantial damage” as the result of a flood,</p> <p>Meet the standards of residential construction in V Zones in Section 5.1.3.1 {or the numbering system used by the community}.</p> <p>B. Manufactured homes to be placed or substantially improved on sites in an existing manufactured home park or subdivision within Zones V1-30, V, and VE on the community’s FIRM that have not incurred substantial damage as the result of a flood are to:</p> <p>a. Meet the standards of residential construction in V Zones in Section 5.1.3.1 {or the numbering system used by the community}; AND</p> <p>b. Be elevated so that either:</p> <p>i. The lowest floor of the manufactured home is at or above the base flood elevation, or</p> <p>ii. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist floatation, collapse, and lateral movement.</p> <p>Upon completion of installation of the manufactured home, certification by a registered professional engineer or surveyor that the elevation requirements of this section have been satisfied shall be provided to the Floodplain Administrator for verification.</p>	N/A
5.6 Standards for Recreational Vehicles	<i>Mandatory (44 CFR 60.3(c)(14)(i)-(iii), 60.3(e)(9))</i>
<p>All recreational vehicles placed on site shall:</p> <p>A. Be on site for fewer than 180 consecutive days,</p> <p>B. Be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions; or</p> <p>C. Meet the permit requirements of Section 4.0 {or the numbering system used by the community} of this ordinance and the applicable elevation and anchoring requirements for manufactured homes in Section 5.5 {or the numbering system used by the community}.</p>	19.04.275, but must include item "C" from the model ordinance
5.7 Floodways	<i>Mandatory (44 CFR 60.3(d))</i>
<p>Located within the special flood hazard areas established in Section 3.2 {or the numbering system used by the community} are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters which carry debris, potential projectiles and erosion potential, the following provisions apply:</p> <p>A. Prohibit encroachments, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge;</p> <p>B. If Section 5.7 (A) {or the numbering system used by the community} is satisfied, all new construction and substantial improvements shall comply with all other applicable flood hazard reduction provisions of Section 5.0 {or the numbering system used by the community}.</p> <p>C. Encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations may be permitted, provided that {community name} first applies for and fulfills the requirements for a Conditional Letter of Map Revision (CLOMR), and receives approval from the Federal Insurance Administrator to revise the FIRM and FIS in accordance with Section 4.2.4.B {or the numbering system used by the community}.</p>	19.04.276, but must change to match model ordinance
6.0 Variance Procedure	<i>FEMA Recommended. Must follow requirements in 44 CFR 60.6</i>
6.1 Nature of Variances	
<p>The variance criteria set forth in this section of the ordinance are based on the general principle of zoning law that variances pertain to a piece of property and are not personal in nature. A variance may be granted for a parcel of property with physical characteristics so unusual that complying with the requirements of this ordinance would create an exceptional hardship to the applicant or the surrounding property owners. The characteristics must be unique to the property and not be shared by adjacent parcels. The unique characteristic must pertain to the land itself, not to the structure, its inhabitants or the property owners.</p> <p>It is the duty of the {governing body} to help protect its citizens from flooding. This need is so compelling and the implications of the cost of insuring a structure built below the Base Flood Elevation are so serious that variances from the flood elevation or from other requirements in the flood ordinance are quite rare. The long-term goal of preventing and reducing flood loss and damage can only be met if variances are strictly limited. Therefore, the variance guidelines provided in this ordinance are more detailed and contain multiple provisions that must be met before a variance can be properly granted. The criteria are designed to screen out those situations in which alternatives other than a variance are more appropriate.</p>	19.04.280 & 19.04.290, but must change. Let's discuss further
6.2 Conditions for Variances	

<div><div>A. Variances shall only be issued:</div><div><div>1. Upon a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances;</div><div>2. For the repair, rehabilitation or restoration of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure’s continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure; **</div><div>3. Upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief;</div><div>4. Upon a showing of good and sufficient cause;</div><div>5. Upon a determination that failure to grant the variance would result in exceptional hardship to the applicant;</div><div>6. Upon a showing that the use cannot perform its intended purpose unless it is located or carried out in close proximity to water. This includes only facilities defined in Section 2.0 {or the numbering system used by the community} of this ordinance in the definition of “Functionally Dependent Use.”</div></div><div>B. Variances shall not be issued within any floodway if any increase in flood levels during the base flood discharge would result.</div><div>C. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the Base Flood Elevation, provided the procedures of Sections 4.0 and 5.0 {or the numbering system used by the community} of this ordinance have been fully considered. As the lot size increases beyond one-half acre, the technical justification required for issuing the variance increases.</div></div>	
<div>6.3 Variance Criteria</div>	
<div><div>A. In considering variance applications, the {Governing Body} shall consider all technical evaluations, all relevant factors, standards specified in other sections of this ordinance, and:</div><div><div>1. The danger that materials may be swept onto other lands to the injury of others;</div><div>2. The danger of life and property due to flooding or erosion damage;</div><div>3. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;</div><div>4. The importance of the services provided by the proposed facility to the community;</div><div>5. The necessity to the facility of a waterfront location, where applicable;</div><div>6. The availability of alternative locations for the proposed use, which are not subject to flooding or erosion damage;</div><div>7. The compatibility of the proposed use with existing and anticipated development;</div><div>8. The relationship of the proposed use to the comprehensive plan and floodplain management program for that area;</div><div>9. The safety of access to the property in time of flood for ordinary and emergency vehicles;</div><div>10. The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters expected at the site; and,</div><div>11. The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, water system and streets and bridges.</div></div><div>B. Any applicant to whom a variance is granted shall be given written notice over the signature of a community official that:</div><div><div>1. The issuance of a variance to construct a structure below the Base Flood Elevation will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and</div><div>2. Such construction below the base flood elevation increases risks to life and property; and</div></div><div>C. The Floodplain Administrator shall maintain a record of all variance actions, including justification for their issuance.</div></div>	
<div>Optional or Higher Standards Included</div>	

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 23-1**

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA, ALASKA, RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA TO REPEAL AND REPLACE CORDOVA MUNICIPAL CODE CHAPTER 19.04 “FLOOD PROTECTION” WITH CHAPTER 19.04 “FLOODPLAIN MANAGEMENT” IN ORDER TO MAINTAIN COMPLIANCE WITH THE NATIONAL FLOOD INSURANCE PROGRAM STANDARDS.

WHEREAS, the National Flood Insurance Act of 1968, as amended (“NFIA”) authorizes the Federal Emergency Management Agency (“FEMA”) to establish and carry out the National Flood Insurance Program (“NFIP”) to provide flood insurance against losses resulting from physical damage or loss of property to eligible persons; and

WHEREAS, under the NFIA, FEMA may only grant flood insurance to properties within communities that have adopted and enforce adequate land use and control measures that regulate floodplains as established by FEMA regulations located at 44 CFR 60.3, 60.4, and 60.5; and

WHEREAS, FEMA Floodplain Specialist for FEMA Region 10, in which Cordova is located, has reviewed Cordova’s Code and provided the City Planner required changes to Chapter 19.04 to maintain NFIA compliance and NFIP eligibility; and

WHEREAS, the Planning Commission has reviewed the proposed Chapter 19.04 amendments required by the NFIA regulations; and

WHEREAS, the Planning Commission has determined it is in the City’s best interest to make the necessary amendments to maintain compliance with NFIA requirements in order to maintain its eligibility for the NFIP to protect the community from losses related to significant flooding events; and

WHEREAS, the Planning Commission recommends to City Council that it pass and approve the repeal and replacement of Chapter 19.04.


NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommends to the City Council of the City of Cordova, Alaska to repeal and replace Chapter 19.04 of the Cordova Municipal Code.

PASSED AND APPROVED THIS 10TH DAY OF January, 2023



Tania Harrison, Chair

ATTEST:



Kevin Johnson, City Planner



AGENDA ITEM 11
City Council Meeting Date: 3-1-23
CITY COUNCIL COMMUNICATION FORM

FROM: Chief Andrew Goss
DATE: 2/22/23
ITEM: Eforce Records Management Software
NEXT STEP: Council approval of resolution 03-23-07 authorizing City Manager to negotiate the contract

☐ ORDINANCE
☐ MOTION

☒ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: To approve a sole source contract with Eforce to provide records management software to replace the current records management systems ARMS.

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 an organization that will meet the City's needs of reducing costs by eliminating the need for purchasing a server, eliminating the need for server maintenance, reducing training costs, reducing the number of programs needed to maintain records by utilizing one program, and reducing overall work stress on dispatchers by maintaining 1 uniform program for Cordova with the possibility of having other dispatch contracts in Alaska who use Eforce.

II. RECOMMENDED ACTION / NEXT STEP: Council suggested motion “to approve resolution 03-23-07, a Resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with Eforce to provide records management software, off-site data management, and continued technical support for the Cordova police department.

III. FISCAL IMPACTS: This contract is funded thorough Capital Budget approved by Resolution 02-23-06 on February 15, 2023.

IV. BACKGROUND INFORMATION: The Cordova Police Department utilizes records management systems to maintain information regarding criminal cases and investigations. These systems assist dispatch in gathering the initial information and then forwards that information to a “electronic case file program” called an RMS. Currently, our system is not optimized for dispatchers and is not user friendly for officers. The system has been proven to be very unreliable and fails monthly. This leaves dispatchers unable to generate case file numbers, enter data, or for officers to enter and record the findings of the investigations and arrests they complete daily. We are also unable to look up any case files or incidents that have occurred until the system comes back up. This has left the department severely crippled for several days at a time.

After considerable research, it was determined that Eforce was the best overall solution for the Cordova Police Department to replace the current unreliable system. Dispatchers are already familiar with using Eforce while dispatching for Whittier Police Department. The dispatchers used Eforce to generate calls for service and enter the data, which was then forwarded to the Whittier officers who continued to enter information throughout their investigations. By adopting Eforce for the Cordova Police, we can use an already tested system and allow other agencies to piggyback their Eforce program into our own. This would allow dispatchers to reduce the number of programs they use from 6 separate programs down to one program used for Cordova. This would greatly reduce the costs of training, decrease the time it takes to train, and reduce the number of programs police employees need to be proficient in. Dispatchers would be able to enter data from Cordova incidents into one location. The system will automatically acknowledge if the call belongs to Cordova or the other agencies and will forward the appropriate data to the appropriate department.

This new solution also removes any need to maintain on-site servers. This system can be accessed through web browsers from any location with the internet. The data on calls and investigations will be stored off site in the cloud-based servers at Eforce. If disaster strikes and our local networks are destroyed, we will still have the crucial data stored on Eforce servers. Removing the need for servers and server maintenance further reduces the costs associated with maintaining law enforcement record systems. The Cordova Police Department has also looked at other solutions such as Motorola Spillman and found that the costs of that system would be double. There is also added value in the Eforce solution through the addition of jail and evidence records management. These management solutions meet all requirements for State and Federal criminal justice information handling laws. These additional solutions are not offered by the competition. With Eforce the Cordova Police Department can maintain management needs in one single easy to use program.

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

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-23-07**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE CITY MANAGER TO ENTER INTO A SOLE SOURCE CONTRACT
WITH EFORCE TO PROVIDE RECORDS MANAGEMENT SOFTWARE, OFF-SITE DATA
MANAGEMENT, AND CONTINUED TECHNICAL SUPPORT FOR THE CORDOVA
POLICE DEPARTMENT.**

WHEREAS, Eforce has an established relationship with the Cordova Police Department and has been proven to be user friendly and reliable; and

WHEREAS, Eforce has in-depth knowledge of the necessary solutions required for the Cordova Police Department; and

WHEREAS, Eforce is a cloud-based program, which eliminates the cost of installing and maintaining on-site servers; and

WHEREAS, Eforce software will manage multiple law enforcement records and documentation that competitors cannot, such as jail records, evidence records, and public forms; and

WHEREAS, Eforce's incorporation of multiple law enforcement records will reduce the cost of training for dispatchers and officers; and

WHEREAS, Eforce will increase the work efficiency and productivity of the Cordova Police Department; 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: *Eforce.*

B. Contract price: *\$102,516.24*

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

Eforce will assist the Cordova Police Department in the installation of records management systems for dispatch, officers, jail, and evidence and will assist in the implementation of GPS tracking systems that interface with the dispatcher's software for tracking police officers for safety.

D. Time for performance: *Estimated completion of software install is within 1 week of approval.*

WHEREAS, pursuant to Cordova Municipal Code Section 5.12.150A, the City Manager has determined in writing that the services of Eforce 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 that the professional services contract with Eforce 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 a sole source contract with Eforce to provide records management software, off-site data management, and continued technical support for the Cordova Police Department.

PASSED AND APPROVED THIS 1st DAY OF MARCH 2023

ATTEST: David Allison, Mayor
Susan Bourgeois, CMC, City Clerk

DRAFT



City Council of the City of Cordova, Alaska

Pending Agenda

March 1, 2023 Regular Council Meeting

A. Future agenda items - topics put on PA with no specific date for inclusion on an agenda	initially put on or revisited
1) City Manager authority re: purchases/contracts and whether budgeted/unbudgeted - new finance director	2/19/2020
2) City addressing - ongoing project 2022	11/4/2020
3) Public Safety Resources - discussion	1/20/2021
4) Ordinance change (Title 4) before a new CBA gets negotiated - so Council has a role in approval process	2/17/2021
5) Plan/schedule for departmental site visits/work sessions/state of the dept reporting	3/17/2021
6) Council discussion/direction to Planning and Zoning Commission re sale of City owned residential lots * this to occur in 2022 when Planning Commission begins work on land disposal maps	11/3/2021
7) Council discussion about incentives for investment in Cordova	11/3/2021
8) Revenues/financial planning/sales tax cap discussion	12/1/2021
9) Res to legislature supporting adoption of stricter punishment for drug sales that cause overdose deaths	6/15/2022
10) Code update of Chapter 5.40 Sales Tax	8/3/2022
11) Alaska Mariculture Alliance - city rep appointment after bylaw changes - update from Mayor	9/21/2022
12) Facilities worksession after results of facilities assessment have been finalized into a report	2/1/2023

B. Resolutions, Ordinances, other items that have been referred to staff	date referred
1) Res 03-22-05 adopting 2022 land disposal maps-referred until amendments to 5.22 come before Council 5.22 amendments via ord 1202 will be effective end 10/22 - will approve new land maps 1/23	3/2/2022
2) Disposal of PWSSC Bldg - referred until more of a plan for north harbor so the term of RFP would be known	1/19/2022
3) Res 11-21-42 placing ballot prop to change Council seats to undesignated (after 2022 state election)	11/17/2021
4) Disposal of ASLS 79-258 - motion to put out for proposals was referred to staff after an e.s.	9/16/2020
5) Res 12-18-36 re E-911, will be back when a plan has been made	12/19/2018

C. Upcoming Meetings, agenda items and/or events: with specific dates
1) Capital Priorities List <u>Resolution (03-22-03)</u> is in each packet - if 2 council members want to revisit the resolution they should mention that at Pending Agenda and it can be included in the next packet for action
2) Staff quarterly reports will be in the following packets: some are in 4/20/22 others will be in 5/4/22 packet for 1Q <div style="display: flex; justify-content: space-around; width: 100%;"> 4/19/2023 7/20/2023 10/18/2023 1/17/2024 </div>
3) Joint City Council and School Board Meetings - twice per year, April & October 6pm before Council mtg 5/3/2023 6pm @ CHS before Sch Bd mtg Oct. or Nov. 2023
4) Clerk's evaluation - each year in Feb (before Council changeover after Mar election) - next Feb '23
5) Manager's evaluation - each year in Jan - next one Jan '24
6) In May each year City will provide public outreach regarding beginning of bear season photo by Wendy Ranney
7) Council worksession about housing shortage/progress staff has made towards solutions - Apr 23
8) Joint City Council-Harbor Commission Meeting - sometime during 1Q 2023
9) Refuse department report on bear strategies - April 5 mtg



D.	Council adds items to Pending Agenda in this way:		
	item for action	tasking which staff: Manager/Clerk?	proposed date
	1) ...		
	2) ...		
	3) ...		

Mayor Allison or the City Manager can either agree to such an item and that will automatically place it on an agenda, or a second Council member can concur with the sponsoring Council member.



City Council of the City of Cordova, Alaska
Pending Agenda
March 1, 2023 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) | 2-Jeremy Botz (ADF&G) |
| 3-vacant (processor rep) | 4-Jim Holley (marine transportation/AML) |
| 5-Chelsea Haisman (fish union/CDFU) | 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 | 2-Toni Godes |
| 3-Dave Zastrow | 4-Ryan Schuetze |
| 5-Wendy Ranney | 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 | 2-Andy Craig | 3-Bobby Linville |
| 4-Gus Linville | 5-vacant | 6-Bob Smith |
| 7- Ron Blake | 8- John Whissel | |

F. City of Cordova appointed reps to various non-City Boards/Councils/Committees:

- 1) Prince William Sound Regional Citizens Advisory Council**
- | | | |
|--------------------|------------------------|----------------------------|
| David Janka | appointed January 2023 | 2 year term until May 2024 |
|--------------------|------------------------|----------------------------|
- 2) Prince William Sound Aquaculture Corporation Board of Directors**
- | | | |
|-------------------|--|-----------------------------|
| Tom Bailer | re-appointed October 2021
re-appointed October 2018
appointed February 2017-filled a vacancy | 3 year term until Sept 2024 |
|-------------------|--|-----------------------------|

**CITY OF CORDOVA, ALASKA
RESOLUTION 02-23-03**

**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:

Port and Harbor

- South Harbor Replacement
- North Harbor Efficiency and Safety
 - Stabilize Breakwater Ave through sheet piling to create usable uplands for industrial, commercial, Harbor and associated uses.
 - Improve pedestrian safety by creating a sidewalk and boardwalk system to navigate between the north and south harbors.
 - Provide additional cranes, laydown areas, and in-harbor fuel services.
- Rebuild 3-Stage Dock
- Waste Oil/Maintenance Building
- Shipyard Expansion
- Harbor Basin Expansion

Water Upgrades

- Improve water delivery during peak water usage.
- Booster station at Murchison tank to improve water delivery during peak flow.
- Permanent siphon at Crater Lake to improve water delivery during peak flow.
- Upgrade Pipe Infrastructure.
- Upgrade pump stations and equipment.

Sewer Upgrades

- Replacement/upgrade of Wastewater plant and Scada.
- Replacement/Upgrades of Lift Stations.
- Replacement of Force main in Odiak Slough.
- Upgrade Pipe Infrastructure.

Streets Infrastructure and Equipment

- 6th and 7th Streets Upgrades
- Chase Avenue Upgrades
- Replace/Upgrade pedestrian walkways (4th and Adams) (Council Street), and (2nd Street to Main)
- Wheeled Loader
- Road Grader

Water Services and Fire Protection (hydrants) to Outlying Areas – Feasibility Study

Public Safety

- Mile 4 Substation Foundation Repair
- E-911 Implementation
- Acquire and integrate new hardware to fully utilize the new E-911 addressing.
- Replace Failing RMS
- Replace Dispatch Console
- Replace Radio Structure on Ski Hill
- Engineering and Preliminary Design of Public Safety Building

Recreational Safety and Development

Pool Infrastructure

- Replacement of 60mm PVC Pool liner
- Door and Siding Replacements and CMU Joint Repairs
- Pool Cover Replacement
- Pool Roof Replacement
- Ventilations Remodel/Replacement
- Electrical Distribution System Replacement
- ADA Compliance and Parking Area re-grade.

Bidarki Recreation Center

- Structural Repair
- Code and Ada Compliance
- Facility Improvements

Eyak Lake Skater's Cabin

- Demolish and replace.

Playground Renovations

- Replacement of swing set at Noel Pallas Children's Memorial Playground

Parks Restrooms/Buildings/Structures

- Ballfield/Cordova Municipal Park Restroom/Concession Stand – Code and ADA Compliance
- Fleming Spit Restroom Replacement
- Odiak Pond Boardwalk and Gazebo – Code and ADA Compliance
- Odiak Camper Park Restrooms/Facility Improvements – Code and ADA Compliance.
- Parks Maintenance Shop Facility Improvements – Code Compliance

Ski Hill Improvements

Land Development

- Housing
- Cold Storage
- Harbor Basin Expansion

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 15th DAY OF FEBRUARY 2023









David Allison, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

March 2023

CALENDAR MONTH **MARCH**
CALENDAR YEAR **2023**
1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	1	2	3	4
			Early Voting: City Election at Cdv Ctr/City Hall: 3/1- 3/3 8a-5p			
5	6	7	8	9	10	11
Early Voting: City Election at Cdv Ctr/City Hall: 3/6 -8a-5p		 Cordova General Election 7am - 8pm CCA	7:00 Council reg mtg CCAB Assessment Notices mailed - starts 30 day appeal period 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL			
12	13	14	15	16	17	18
		6:30 P&Z CCAB	7:00 Council reg mtg CCAB	 1A/2A State Basketball Tournament March 15 - 18, 2023		
19	20	21	22	23	24	25
		5:30 CTC Board Meeting CCER	12:00 Council spec mtg CCAB 6:00 CEC Board Meeting			
26	27	28	29	30	31	1
	City Hall Closed Seward's Day Holiday 3/27	6:00 P&R CCM		6:00 CCMCAB HCR	 CTC Annual Mtg	
2	3	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

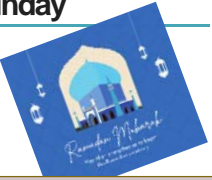




LN-Library Fireplace Nook
CRG-Copper River Gallery
HCR-CCMC Conference Room

Cncl - 1st & 3rd Wed
P&Z - 2nd Tues
SchBd, Hrb Cms - 2nd Wed
CTC - 3rd Tues

P&R - last Tues
CEC - 4th Wed
CCMCA Bd - last Thurs

April 2023

CALENDAR MONTH **APRIL**
CALENDAR YEAR **2023**
1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26  Ramadan Mar 22-Apr 21	27	28	29	30	31	1
2	3	4	5  Passover April 5-13 7:00 Council reg mtg CCAB	6	7 last day to appeal property assessment	8
9 	10	11	12 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	13	14	15 
16	17 7:00 BOE Hearing if necessary CCAB	18 5:30 CTC Board Meeting CCER	19 7:00 Council reg mtg CCAB	20	21	22 
23	24	25	26	27	28	29
30	1	2 6:00 P&R CCM	3 6:00 CEC Board Meeting	4 6:00 CCMCAB HCR	5	6

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 Tues

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:	David Allison	March 1, 2022	March-25
3 years	Mayor@cityofcordova.net		
Council members:			
Seat A:	Tom Bailer, Vice Mayor	March 1, 2022	March-25
3 years	CouncilSeatA@cityofcordova.net	March 5, 2019	
Seat B:	Cathy Sherman	March 3, 2020	March-23
3 years	CouncilSeatB@cityofcordova.net		
Seat C:	Jeff Guard	Mar 3, 2020	March-23
3 years	CouncilSeatC@cityofcordova.net	Mar 5, 2017	
Seat D:	Melina Meyer	March 2, 2021	March-24
3 years	CouncilSeatD@cityofcordova.net	March 6, 2018	
Seat E:	Anne Schaefer	March 2, 2021	March-24
3 years	CouncilSeatE@cityofcordova.net	March 6, 2018	
		December 6, 2017	elected by cncl
Seat F:	Kristin Carpenter	March 1, 2022	March-25
3 years	CouncilSeatF@cityofcordova.net		
Seat G:	Ken Jones	March 1, 2022	March-25
3 years	CouncilSeatG@cityofcordova.net		

Cordova School District School Board of Education - Elected

length of term		Date Elected	Term Expires
3 years	Barb Jewell	Mar 1, 2022, Mar 5, 2013, Mar 1, 2016, Mar 5, 2019	March-25
	bjewell@cordovasd.org		
3 years	Henk Kruithof	March 2, 2021	March-24
	hkruithof@cordovasd.org		
3 years	Terri Stavig	March 1, 2022	March-25
	tstavig@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, president	Mar 4, 2014, Mar 7, 2017, Mar 3, 2020	March-23
	saglasen@cordovasd.org		

seat up for re-election in 2023	vacant
board/commission chair	
seat up for re-appt in Nov 23	

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	Ann Linville CCMCBoardSeatA@cdvcmc.com	March 1, 2022	March-25
3 years	Chris Iannazzone CCMCBoardSeatB@cdvcmc.com	March 24, 2022	term until 3/25 but up for 2-yr trm 3/23 <u>March-23</u> <u>March-25</u>
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, Dec '22	November-25
3 years	Debra Adams	Dec '21	November-24
3 years	Sherman Powell	June '18, Feb '20, Jan '23	November-25
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	Kris Ranney	Dec '22	November-25
3 years	Mark Hall, Vice Chair	Nov '19, Dec '22	November-25
3 years	Sarah Trumblee	Dec '20	November-23
3 years	Tania Harrison, Chair	Mar '22	November-24
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 23

vacant

seat up for re-election in 2023

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, Chair	Nov '16, '19 & Dec '22	November-25
3 years	Max Wiese	Mar '11, Jan '14, Nov '17, Dec '20	November-23
3 years	Ken Jones	Feb '13, Nov '16, Nov '19, Dec '22	November-25
3 years	Christa Hoover	Dec '21	November-24
3 years	Dave Glasen	Sept '22	November-24
3 years	Tommy Sheridan	Sept '22	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, Dec '22	November-25
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, Dec '22	November-25
3 years	Karen Hallquist	Nov '13, '16, '19, Dec '22	November-25
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	vacant, PC member	Aug '16, Nov '19	November-22
3 years	vacant, professional member	Aug '16, Feb '20	November-22
3 years	vacant, NVE member	Nov '19	November-22
3 years	Christy Mog, professional member	Apr '22	November-23
3 years	Wendy Ranney, historical society member	Nov '18, Dec '21	November-24
3 years	Nancy Bird, professional member	Nov '17, Nov '18 Dec '21	November-24
3 years	Jim Casement, public member	Nov '17, Dec '20	November-23

seat up for re-election in 2023

vacant

board/commission chair

seat up for re-appt in Nov 23