

**Mayor**  
*David Allison*

**Council Members**  
*Tom Bailer*  
*Cathy Sherman*  
*Kasey Kinsman*  
*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 May 3, 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, Kasey Kinsman, 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 – Shepard Point Road ROW acquisition presentation..... (page 1)  
 Full set of materials (144 pages) available on City website below the 05-03-23 Regular City Council Meeting Packet  
<https://www.cityofcordova.net/agendas-meetings-packets/>  
**Barry Hooper**, ROW Lead ADOT&PF  
**Norman Gutcher**, PE, Lead Design Engineer Shepard Point Road Project
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions (CCMCA BoD, School Board Rep)  
 a. PWSRCAC City Rep **David Janka** report..... (page 22)
4. Student Council Report

### G. Approval of Consent Calendar

5. Minutes:  
 a. 04-19-23 Regular City Council Meeting Minutes..... (page 29)
6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of Council members **Tom Bailer** from the April 19, 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..... (page 34)
8. City Manager's Report
9. City Clerk's Report
10. Staff Quarterly Reports:  
 a. Cordova Historical Museum & Cdv Center, 1Q 2023, **Dept. Director Mimi Briggs**..... (page 35)

- K. Correspondence**..... (see *primer* for description page 47)  
11. 04-05-23 Membership letter from United Fishermen of Alaska..... (page 48)

## **L. Ordinances and Resolutions**

12. Resolution 05-23-16..... (voice vote)(page 49)

A resolution of the Council of the City of Cordova, Alaska, placing a ballot proposition before the voters at the Regular Election on March 5, 2024 amending City Charter Sections 2-1 entitled “Mayor and City Council: number and qualifications, designated council seats”; Section 10-2 entitled “Three-year terms—Election at large—Nonpartisan elections”; and section 10-4 entitled “Voting—Who elected” to remove designated seats for City Council members, to clarify that Council members and the Mayor serve three year terms of office, remove 40% vote threshold for prevailing City Council candidates, and remove requirements regarding run-off elections

13. Resolution 05-23-17..... (voice vote)(page 53)

A resolution of the Council of the City of Cordova, Alaska, authorizing the City to lease with an option to purchase one vehicle from Community Leasing Partners for an amount not exceeding \$72,370.26 and to appropriate \$16,992.17 for the 2024 payment of that lease with option to purchase and approving the use of sole source procurement through the innovative procurement method to lease the vehicles with the option to purchase

## **M. Unfinished Business - none**

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

14. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 57)

## **O. Audience Participation**

## **P. Council Comments**

## **Q. Executive Session**

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

## **R. Adjournment**

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

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

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](http://www.cityofcordova.net)

**Regular Meetings of the Cordova City Council are live streamed on the City's YouTube or  
are available there for viewing or audio-only by the next business day**



**Shepard Point Marine Tribal  
Transportation  
Oil Spill and Marine Casualty  
Response Facility  
City Of Cordova Parcel 2 Offer**

# Shepard Point Offer

- Introduction
  - DOT&PF involvement
  - Brief Project Description
    - Roadway
    - Project Parcels
- Offer Package
  - Property Requested
  - Appraisal
  - Compensation
  - Easement
  - Permitting
  - Acquisition Process



# Shepard Point Marine Tribal Transportation Oil Spill and Marine Casualty Response Facility Project

## ROADWAY:

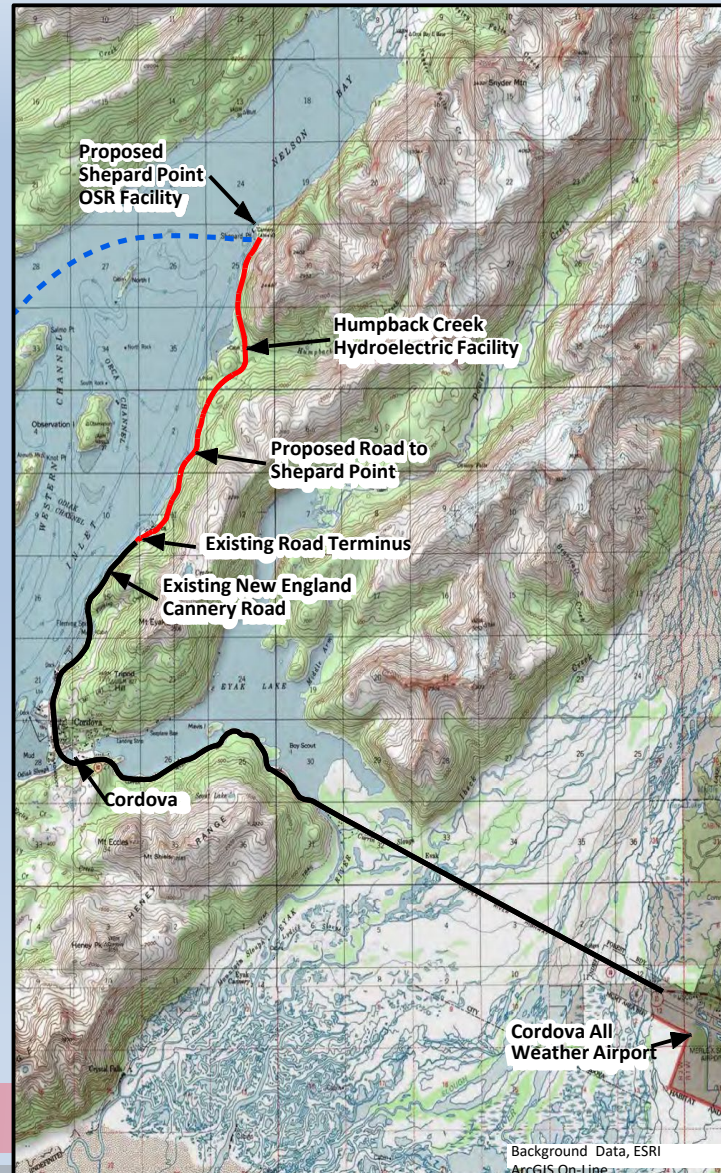
Starting as double lane roadway then quickly transitions to single lane for majority of 4.32 mile distance.

Intervisible turnouts, 100 feet min. length, maximum 1,000 feet apart. (23 turnouts total)

Gravel Surface, Max. 14% grade. 25 MPH Posted.

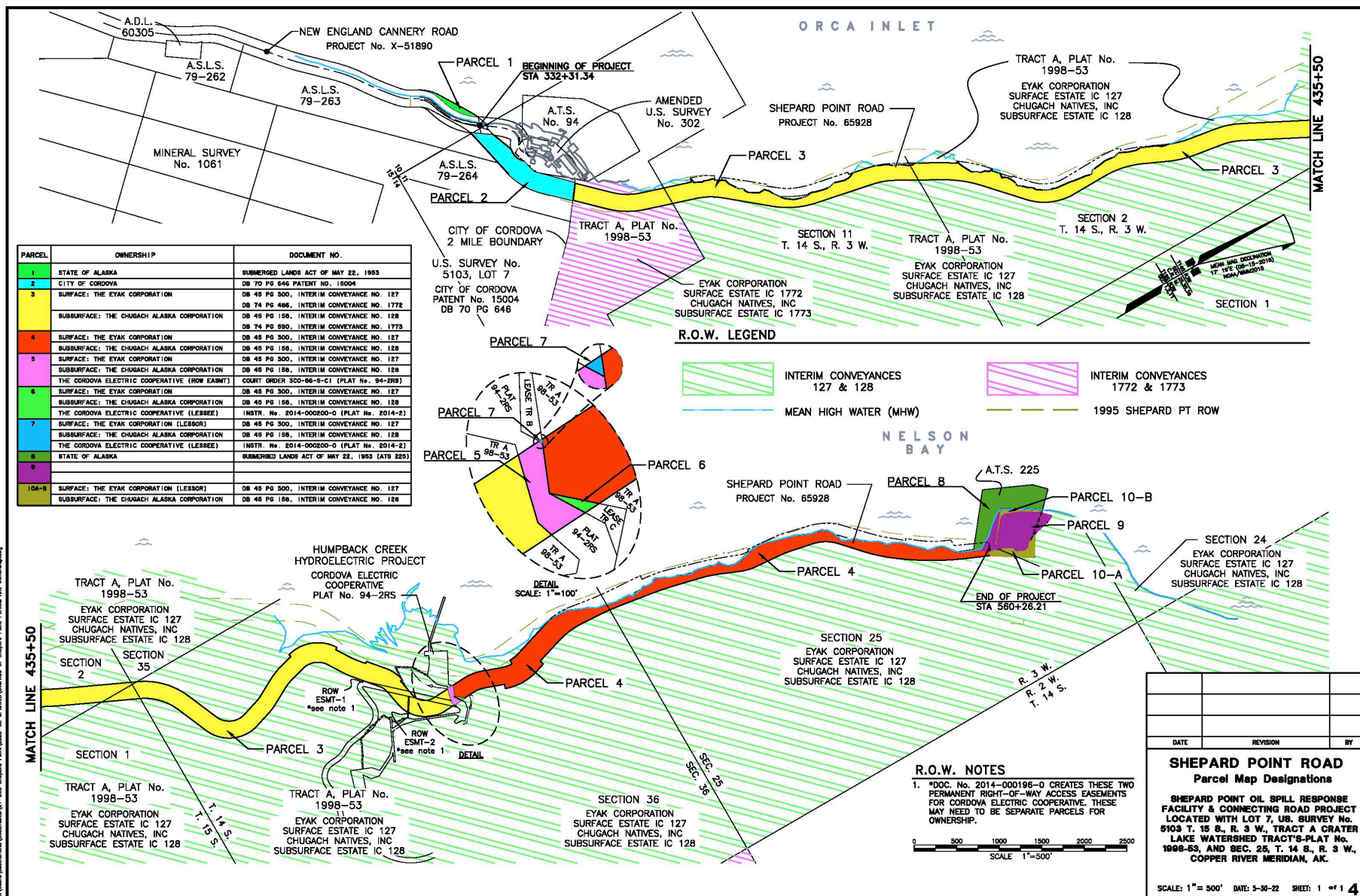
Four significant 2-lane bridges:

Shepard Point – Port Facility with Dock and a 5.5 acre laydown yard with a small boat launch.

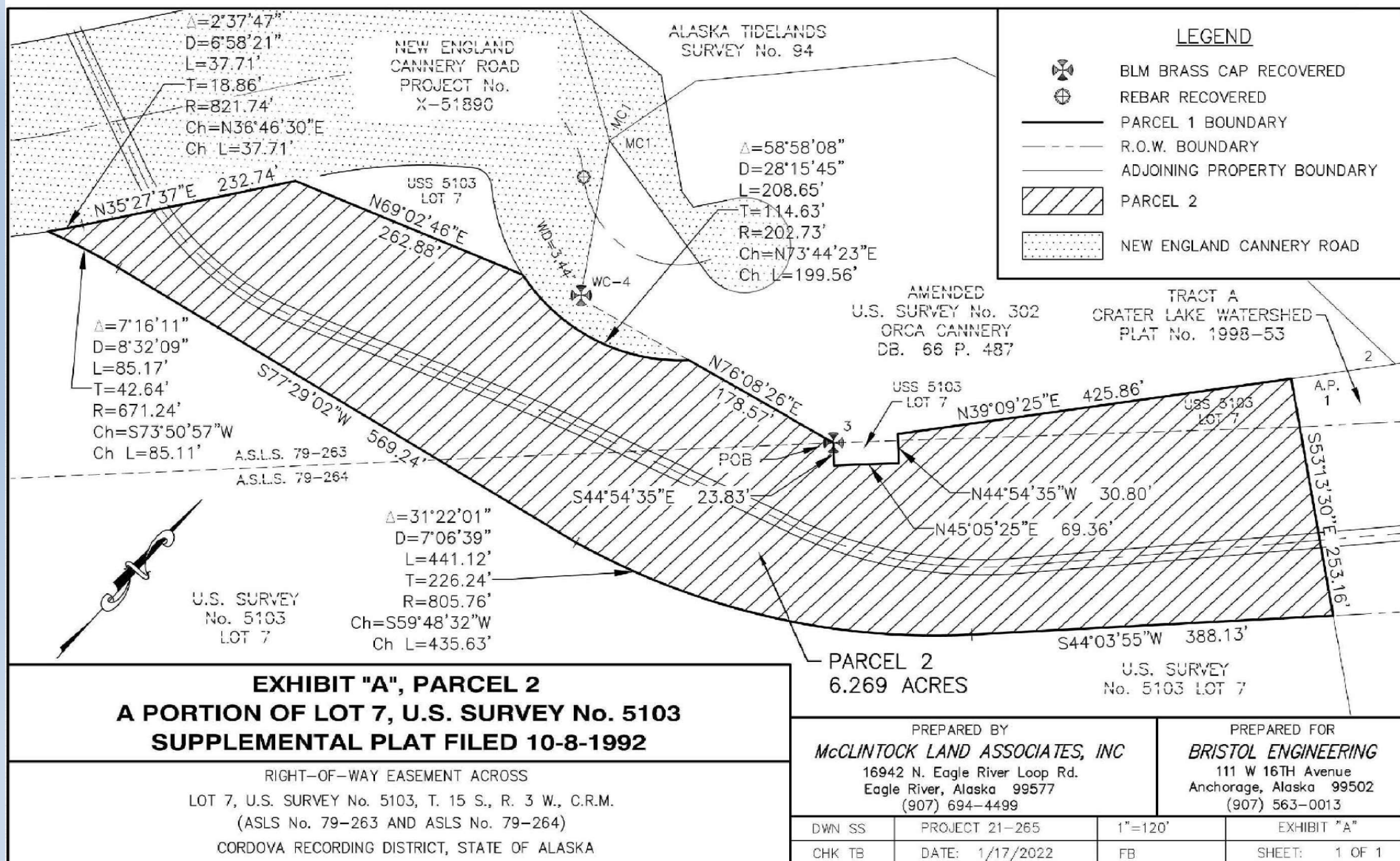




# Overall Project Parcels



# Property Included In Offer





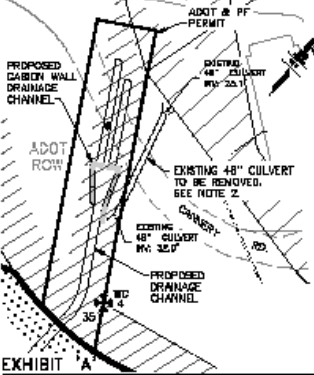
# Property Included In Offer

## R.O.W. OWNERSHIP LEGEND

- (2) CITY OF CORDOVA
- (3) EYAK CORP., SURFACE RIGHTS, CHUGACH ALASKA CORPORATION (C.A.C.) SUB-SURFACE RIGHTS AND/SEA
- (31) VACATED R.O.W. DESIGNATOR

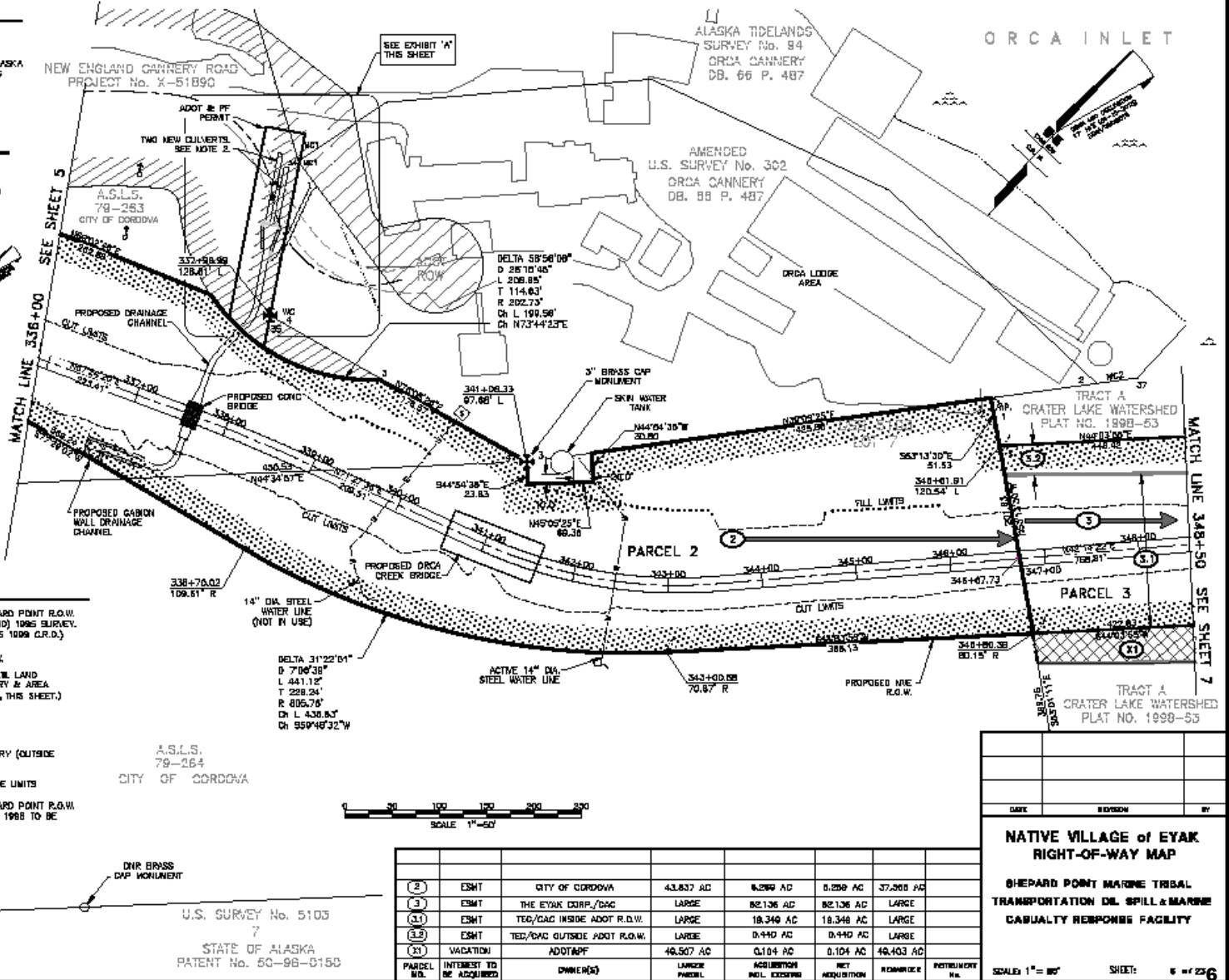
## NOTES

1. ADOT ROW SURVEY MAPING DATED JUNE 13, 1988, RECORDED FEBRUARY 06, 1988.
2. EXISTING 48" DIA. CULVERT SHALL BE REMOVED AND REPLACED WITH TWO 57" x 36" ARCH CULVERTS.



## R.O.W. LEGEND

- EXISTING ADOT SHEPARD POINT R.O.W. (PROJECT NO. 5-5180) 1985 SURVEY. (PER BK. 75, PG. 505 100% C.R.O.)
- PROPOSED NVE R.O.W.
- PROPOSED ROAD R.O.W. LAND ACQUISITION BOUNDARY & AREA LIMITS (SEE NOTE 1, THIS SHEET.)
- ROADWAY FILL LIMITS
- ROADWAY CUT LIMITS
- ROAD R.O.W. BOUNDARY (OUTSIDE MEANDER LIMITS)
- (MHT) MEAN HIGH TIDE LIMITS
- EXISTING ADOT SHEPARD POINT R.O.W. (PROJECT NO. 55829) 1988 TO BE VACATED.



0 50 100 150 200 250  
SCALE 1"=50'

| PARCEL NO. | INTEREST TO BE ACQUIRED | OWNER(S)                    | LANDS PARCEL | ACQUISITION INCL. EXCESSING | NET ACQUISITION | REMARKS   | NOTED BY |
|------------|-------------------------|-----------------------------|--------------|-----------------------------|-----------------|-----------|----------|
| (2)        | ESMT                    | CITY OF CORDOVA             | 43.837 AC    | 6.289 AC                    | 5.299 AC        | 37,268 AC |          |
| (3)        | ESMT                    | THE EYAK CORP./CAC          | LARGE        | 82.136 AC                   | 82.136 AC       | LARGE     |          |
| (31)       | ESMT                    | TEG/CAC INSIDE ADOT R.O.W.  | LARGE        | 18.349 AC                   | 18.349 AC       | LARGE     |          |
| (31)       | ESMT                    | TEG/CAC OUTSIDE ADOT R.O.W. | LARGE        | 0.440 AC                    | 0.440 AC        | LARGE     |          |
| (31)       | VACATION                | ADOT/AF                     | 46.507 AC    | 0.104 AC                    | 0.104 AC        | 46.403 AC |          |

## NATIVE VILLAGE of EYAK RIGHT-OF-WAY MAP

SHEPARD POINT MARINE TRIBAL  
TRANSPORTATION OIL SPILL & MARINE  
CASUALTY RESPONSE FACILITY

SCALE: 1"= 80'

SHEET: 5 of 23

# The Offer

- Offer Package
  - Property Requested
  - Appraisal
  - Compensation
  - Easement
  - Permitting
  - Acquisition Process

# END of Presentation

## Questions / Comments:

### **Barry Hooper, P.E.**

Department of Transportation & Public  
Facilities  
Northern Region Technical Team Lead  
(907) 451-2218  
[Barry.hooper@alaska.gov](mailto:Barry.hooper@alaska.gov)

### **Bert Adams**

Special Projects Manager  
Native Village of Eyak  
(907) 424-7738  
[Bert.Adams@eyak-nsn.gov](mailto:Bert.Adams@eyak-nsn.gov)

### **Kraig Hughes, PE, SE, PLS**

**Project** Manager for Design Team  
Bristol Engineering Services  
Company, [LLC](http://LLC)  
[khughes@bristolcompanies.com](mailto:khughes@bristolcompanies.com)-  
(907) 230-2272



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Transportation and  
Public Facilities

NORTHERN REGION  
Design & Engineering Services  
Right of Way

2301 Peger Road  
Fairbanks, AK 99709-5388  
Main: 907-451-2273  
Fax: 907-451-5411  
TDD: 907-451-2363  
[dot.alaska.gov](http://dot.alaska.gov)

April 12, 2023

Helen Howarth, City Manager  
City of Cordova  
601 1<sup>st</sup> Street  
Cordova, Alaska 99574

Re: Shepard Point Marine Tribal Transportation Oil Spill & Marine Casualty Response Facility  
Fair Market Value (FMV) Offer

Dear Helen Howarth:

The Native Village of Eyak (NVE) has entered into an agreement with the Federal Highway Administration Tribal Transportation Program to design, construct, and maintain a public road from Cordova to a deep - water port facility at Shepard Point ("Shepard Point Marine Tribal Transportation Oil Spill & Marine Casualty Response Facility").

Construction of this project requires the acquisition of an easement from the City of Cordova to accommodate the road. The Native Village of Eyak (NVE) is requesting a perpetual and unrestricted easement, for Parcel 2, further described in the attachment, "Exhibit A", of the enclosed Right of Way Easement, and the Right of Way Map.

This parcel was examined by a qualified appraiser who carefully considered all the elements that contribute to the Fair Market Value of the parcels (see enclosed). This letter constitutes an offer to purchase Easement Parcel 2 for a total of \$37,700.

Since this new right of way easement will be owned and managed by NVE, the City of Cordova's existing utilities are required to be permitted by NVE. Bristol Engineering will be drafting this permit, please contact Bristol Engineering Services Company, LLC, acting as Agent for NVE, with any questions or comments you may have at 907-230-2272, or [khughes@bristolcompanies.com](mailto:khughes@bristolcompanies.com).

Other documents necessary to complete the purchase are enclosed, and include a Memorandum of Agreement (MOA), Purchase Voucher (PV), and a W-9. I have also enclosed the Acquiring Real Property for a Federal and Federal-Aid Programs and Projects brochure, that explains the rights and benefits of property owners whose real property is to be acquired, in whole or in part, for a federally funded project.



Once you have reviewed the documents, please don't hesitate to contact me, and express any questions or concerns. Please also return a copy of the corporate resolution stating signing authority for this project. I look forward to hearing from you. I can be reached at [marsha.woods@alaska.gov](mailto:marsha.woods@alaska.gov) or 907-451-5410.

Sincerely,

*Marsha S. Woods*

Marsha Woods on behalf of the Native Village of Eyak  
Right of Way Agent III  
Alaska Department of Transportation & Public Facilities

Enclosures:

Appraisal

Right of Way Easement

Preliminary Right of Way Map

MOA

PV

W-9

Acquisition Brochure: Acquiring Real Property for Federal & Federal -Aid Programs

cc: Ted Wright, Executive Director, NVE

Bert Adams, Special Projects Manager, NVE

James Glaze, General Counsel, NVE



STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
AND PUBLIC FACILITIES

REVIEW APPRAISER'S  
RECOMMENDATION OF  
JUST COMPENSATION

PROJECT NAME: Shepard Point Oil Spill Response

Facility & Connecting Road Project

STATE PROJECT #: N/A

FEDERAL-AID PROJECT #: N/A

PARCEL #: 2

Appraiser:

Value Estimate Effective Date

Appraisal Report Date:

Steve Carlson, MAI

12/10/2022

3/13/2023

X Approved

The following appraisal was reviewed using DOT&PF and nationally recognized appraisal standards.

Owner: City of Cordova

Access to Remainder: Similar Road access

Uneconomic Remnant? X No ☐ Yes

This Recommendation of Just Compensation is based upon my review of the recent appraisal of the above-referenced parcel, which complies with DOT&PF appraisal guidelines in the Alaska Right-of-Way Manual and is considered reasonable given the data and analysis presented in the appraisal report. This Recommendation of Just Compensation was prepared in conformity with 49 CFR Part 24, *Uniform Standards of Professional Practice*, and DOT&PF's Appraisal Review Guidelines (see Chapters 4 and 5 of the *Alaska Right-of-Way Manual*). It is the result of my independent, personal, unbiased, professional analysis, opinions, and conclusions based upon a technical review of the appraisal and other factual data without significant professional assistance or direction. The data and statements of fact presented in the appraisal have not been verified by this office and are assumed to be true and correct. All of the assumptions and limiting conditions contained in the original appraisal report are also conditions of this review, unless otherwise stated. The signed "Certification of Appraisal Review" is attached.

I made a physical inspection of the subject and comparable properties on (date): 2-20-2023.

**Recommended Just Compensation for the property being acquired is allocated as follows:**

|                                     |          |  |           |
|-------------------------------------|----------|--|-----------|
| Acquisition                         | 6.269 Ac |  | \$ 37,700 |
| Site Improvements                   | None     |  | \$        |
| Utility Easements                   | None     |  | \$        |
| TCE                                 | None     |  | \$        |
| Existing SLEs/PLOs (Underlying Fee) | None     |  | \$        |
| Damages                             | None     |  | \$        |
| Special Benefits                    | None     |  | \$ 37,700 |

**TOTAL \$ 37,700**

**Federal Participation: \$ 37,700 State Funds: \$**

Review Appraiser's Signature:

*Mark Kasberg*

Date: 3/24/2023

Review Appraiser (print or type name): Mark Kasberg

AK Appraiser Cert#: APRG24

It is understood that this Recommendation of Just Compensation is to be used in conjunction with a Federal-Aid or State project. To the best of my knowledge, there are not items compensable under State Law that are not eligible for Federal reimbursement.

## CERTIFICATION OF APPRAISAL REVIEW

For the Appraisal Review identified on page 1 of the Review Appraiser's Recommendation of Just Compensation I certify that to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no direct, indirect, present, or prospective interest in the property that is the subject of the work under review and no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of the work under review or to the parties involved in the assignment.
- I have performed no services in any capacity (appraisal or otherwise) regarding the property that is the subject of the work under review within the three-year period immediately preceding my acceptance of this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation is not contingent on an action or event resulting from the analyses, opinions, or conclusions in this review or from its use.
- My compensation for completing this assignment is not contingent upon the development or reporting of predetermined assignment results, or assignment results that favors the cause of the client, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal review.
- My analyses, opinions, and conclusions were developed, and this review report was prepared in conformity with the *Uniform Standards of Professional Appraisal Practice (USPAP)*.
- I have made a personal inspection of the subject of the work under review.
- No one provided significant appraisal or appraisal review assistance to the person signing this certification.
- All Assumptions and Limiting Conditions included in the original appraisal report referenced on page 1 are conditions of this review assignment.
- Client: State of Alaska, Department of Transportation & Public Facilities (DOT&PF)
- Intended Users: DOT&PF and contractual assigns and Federal funding partners where applicable)
- Intended Use: To assist DOT&PF in determining just compensation for acquisition related to a public transportation project.
- Purpose of the Appraisal Review: To conduct a technical review of the appraisal referenced on page 1 for compliance with the USPAP and DOT&PF standards.
- Scope of the Review: In preparing this appraisal review I have completed a technical review of the appraisal report referenced on page 1. I have adhered to criteria in Chapters 4 and 5 of the Alaska Right-of-Way Manual and utilized this form to communicate this review assignment. Supporting documentation is retained in the work file as appropriate. I have checked the report for proper appraisal methodology, analytical consistency, internal logic, accuracy of mathematical calculations, and compliance with USPAP.
- Property Rights Appraised: (fee simple, leased fee, etc.) Right of Way Easement

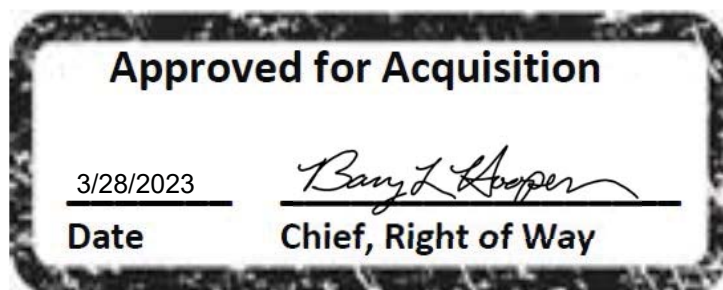
Review Appraiser's Signature: \_\_\_\_\_

*Mark Kasberg*

Date: 3/24/2023

Review Appraiser (print or type name): Mark Kasberg

AK Appraiser Cert#: APRG24



AFTER RECORDING RETURN TO:

The Native Village of Eyak  
110 Nicholoff Way  
Cordova, Alaska 99574

## RIGHT OF WAY EASEMENT

Shepard Point Marine Tribal Transportation Oil Spill & Marine Casualty Response Facility

The GRANTOR, CITY OF CORDOVA, whose address is 601 1<sup>ST</sup> Street, Cordova, Alaska 99574, for in consideration of ten dollars (\$10), and other valuable consideration, in hand paid, conveys and warrants to the GRANTEE, the NATIVE VILLAGE OF EYAK, a federally recognized tribal government, whose address is 110 Nicholoff Way, Cordova, Alaska 99574, a perpetual, full and unrestricted easement and right-of-way, over, and across the following-described tract of land located in the Cordova Recording District, Third Judicial District, State of Alaska:

Parcel 2: See Attached "Exhibit A"

which lies within the right-of-way lines of the Shepard Point Marine Tribal Transportation Oil Spill & Marine Casualty Response Facility, delineated as to said tract of land on the parcel plats attached hereto and made a part of hereof as pages 4 thru 9 of this instrument and designated as Parcel 2.

Said parcel, containing 6.269 acres, is hereby conveyed to the Native Village of Eyak for the purpose of:

public use as right of way, including the right to construct, operate, and maintain public streets, highways, walkways, trails, drainage, and corridor for utilities to include, but not limited to gas, electric, and telecommunications, and all associated uses and public improvements of all kinds.

The Grantor hereby covenants with the Native Village of Eyak that the Grantor has good title to the above-described tract of land and covenants that the Native Village of Eyak shall have quiet and peaceable possession thereof and shall have a free and unrestricted right to maintain said facilities as long as the right-of-way of which the easement area is a part, remains a public way.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

ATTEST:

**City of Cordova**

By: \_\_\_\_\_

**CORPORATE ACKNOWLEDGMENT**

STATE OF ALASKA )

: ss

\_\_\_\_\_ JUDICIAL DISTRICT )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_ before me, the undersigned, a Notary Public in and for the State of Alaska, personally appeared \_\_\_\_\_, the \_\_\_\_\_, of City of Cordova, known to me to be the identical individual(s) who executed the foregoing instrument, and they acknowledged to me that they executed the same as the free and voluntary act of said company, with full authority to do so and with full knowledge of its contents, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year above written.

[NOTARY SEAL]

\_\_\_\_\_  
Notary Public in and for the State of Alaska

My Commission Expires: \_\_\_\_\_

### CERTIFICATE OF ACCEPTANCE

THIS IS TO CERTIFY that the NATIVE VILLAGE OF EYAK, Grantee herein, acting by and through Ted Wright, Executive Director, hereby accepts for public purposes the real property, or interest therein, described in this instrument and consents to the recordation thereof.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_\_, 2023.

NATIVE VILLAGE OF EYAK

By: \_\_\_\_\_

Ted Wright, Executive Director

## EXHIBIT A

### LEGAL DESCRIPTION AND PARCEL PLAT FOR PARCEL 2

### SHEPARD POINT MARINE TRIBAL TRANSPORTATION OIL SPILL AND MARINE RESPONSE FACILITY PROJECT



McCLINTOCK LAND ASSOCIATES AECC 596

NATIVE VILLAGE OF EYAK  
110 NICHOLOFF WAY  
CORDOVA, ALASKA  
99574  
(907) 424-7738



## Parcel 2

**All that** real property, located within Township 15 South, Range 3 West, Copper River Meridian, Alaska, being a portion of Lot 7, U.S. Survey No. 5103, as shown on the supplemental plat of U.S. Survey No. 5103, Alaska, officially filed on October 8, 1992, said real property being more particularly described as follows:

Beginning at Corner No. 3 of Amended U.S. Survey No. 302, a 3 1/4 inch brass cap on a 2 inch stainless steel post, marked AS 302 C3 ATS 94 MC2 RP 954E 1962, as described on Alaska Tidelands Survey No. 94, recorded as Plat No. 63-224, Cordova Recording District, dated July 9, 1963;

Thence, South 44°54'35" East, across said Lot 7, U.S. Survey No. 5103, a distance of 23.83 feet;

Thence North 45°05'25" East, across said Lot 7, U.S. Survey No. 5103, a distance of 69.36 feet;

Thence North 44°54'35" West, across said Lot 7, U.S. Survey No. 5103, a distance of 30.80 feet, to the point of intersection with line 3-2 of said Amended U.S. Survey No. 302;

Thence North 39° 09' 25" East, along line 3-2 of said Amended U.S. Survey No. 302, a distance of 425.86 feet to the point of intersection with the boundary of said Lot 7, U.S. Survey No. 5103, also being the boundary of Tract A, as shown on the Amended Plat "A Plat of Crater Lake Watershed Tract's, A Subdivision of Lot 14 U.S.S. 5103," recorded as Plat No. 98-53, Cordova Recording District, dated December 30, 1998;

Thence, South 53° 13' 30" East, across said Shepard Point Road Right-of-Way, along the boundary of said Lot 7, U.S. Survey No. 5103, being also the boundary of said Tract A, Plat No. 98-53, a distance of 253.16 feet, to the point of intersection with the southeasterly boundary of said Shepard Point Road Right-of-Way;

Thence, South 44° 03' 55" West, along the southeasterly boundary of said Shepard Point Road Right-of-Way, a distance of 388.13 feet, to a point of curvature;

Thence, along the southeasterly boundary of said Shepard Point Road Right-of-Way, along a curve to the right, having a delta angle of 31° 22' 01", a radius of 805.76 feet, an arc length of 441.12 feet, and a chord which bears South 59° 48' 32" West, a distance of 435.63 feet, to a point of tangency;

Thence, South 77° 29' 02" West, along the southerly boundary of said Shepard Point Road Right-of-Way, a distance of 569.24 feet, to a point of curvature;

Thence, along the southerly boundary of said Shepard Point Road Right-of-Way, along a curve to the left, having a delta angle of 7° 16' 11", a radius of 671.24 feet, an arc length of 85.17 feet,

and a chord which bears South 73° 50' 57" West, a distance of 85.11 feet, to the point of intersection with the southeasterly boundary of the New England Cannery Road Right-of-Way, AKDOT&PF Project No. X-51890, as shown on said Shepard Point Road Right-of-Way, AKDOT&PF Project No. 65928;

Thence, along the southeasterly boundary of said New England Cannery Road, along a curve to the left, having a delta angle of 2° 37' 47", a radius of 821.74 feet, an arc length of 37.71 feet, and a chord which bears North 36° 46' 30" East, a distance of 37.71 feet, to a point of tangency;

Thence, North 35° 27' 37" East, along the southeasterly boundary of said New England Cannery Road, a distance of 232.74 feet, to the point of intersection with the northerly boundary of said Shepard Point Road Right-of-Way;

Thence, North 69° 02' 46" East, along the northwesterly boundary of said Shepard Point Road Right-of-Way, a distance of 262.88 feet, to the point of intersection with the southerly boundary of said New England Cannery Road;

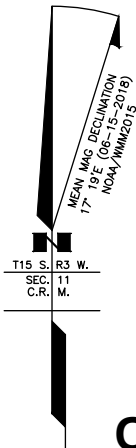
Thence, along the southerly boundary of said New England Cannery Road, along a curve to the left, having a delta angle of 58° 58' 08", a radius of 202.73 feet, an arc length of 208.65 feet, and a chord which bears North 73° 44' 23" East, a distance of 199.56 feet, to the point of intersection with of line 4-3 of said Amended U.S. Survey No. 302.

Thence, North 76° 08' 26" East, along said line 4-3, a distance of 178.57 feet to Corner No. 3 of said Amended U.S. Survey No. 302, and the Point of Beginning.

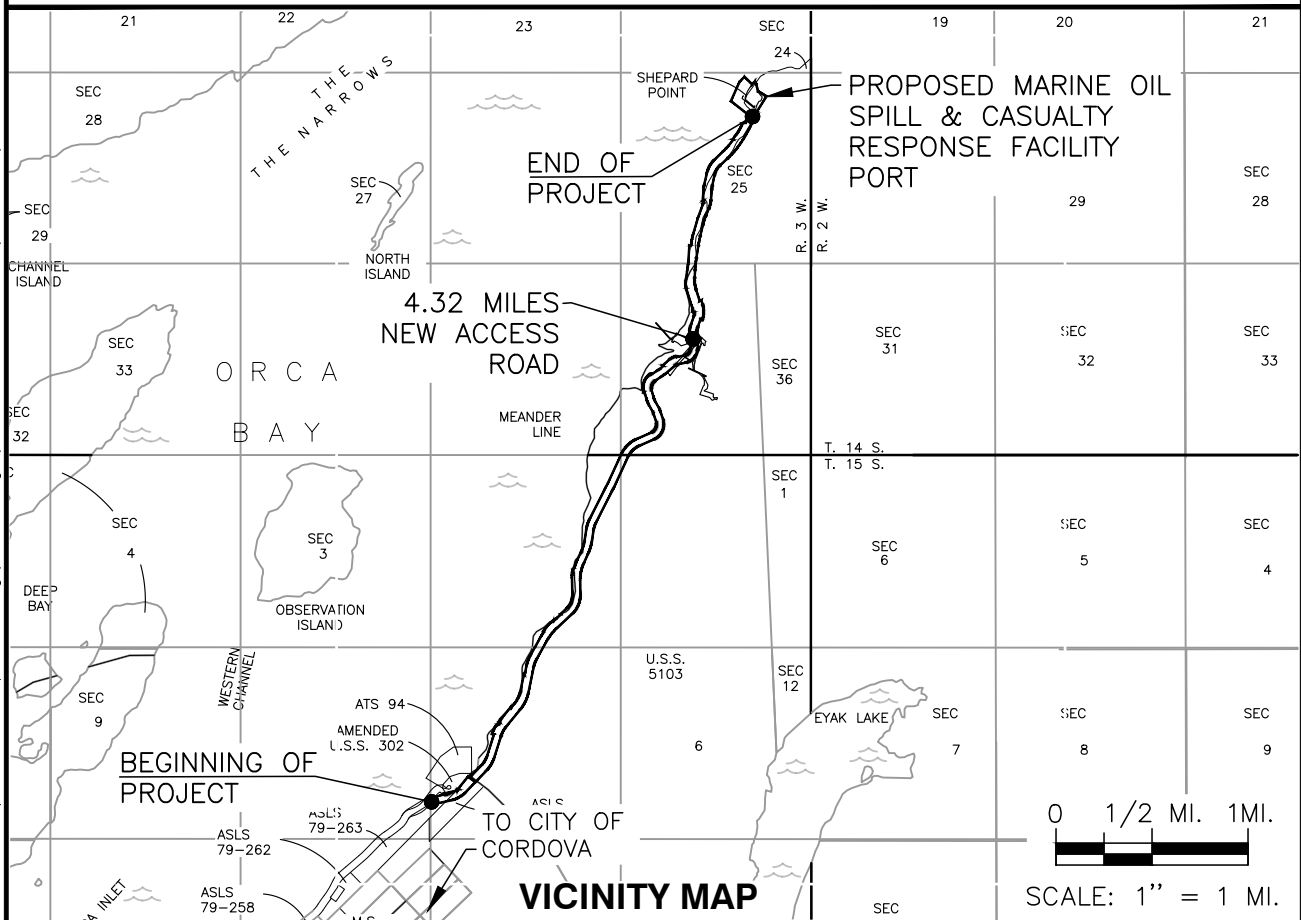
Parcel 2 contains 6.269 acres, more or less.

See attached Exhibit "A"

# STATE OF ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES



## RIGHT OF WAY EASEMENT REQUIRED SHEPARD POINT MARINE TRIBAL TRANSPORTATION OIL SPILL & MARINE CASUALTY RESPONSE FACILITY PROJECT



STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
AND PUBLIC FACILITIES

RIGHT OF WAY EASEMENT  
REQUIRED FOR  
CONSTRUCTION

**EXHIBIT A**

DRAWING

PROJECT No SHEPARD POINT ROAD & PAD

AREA SEE PARCEL SHTS PARCEL No 2

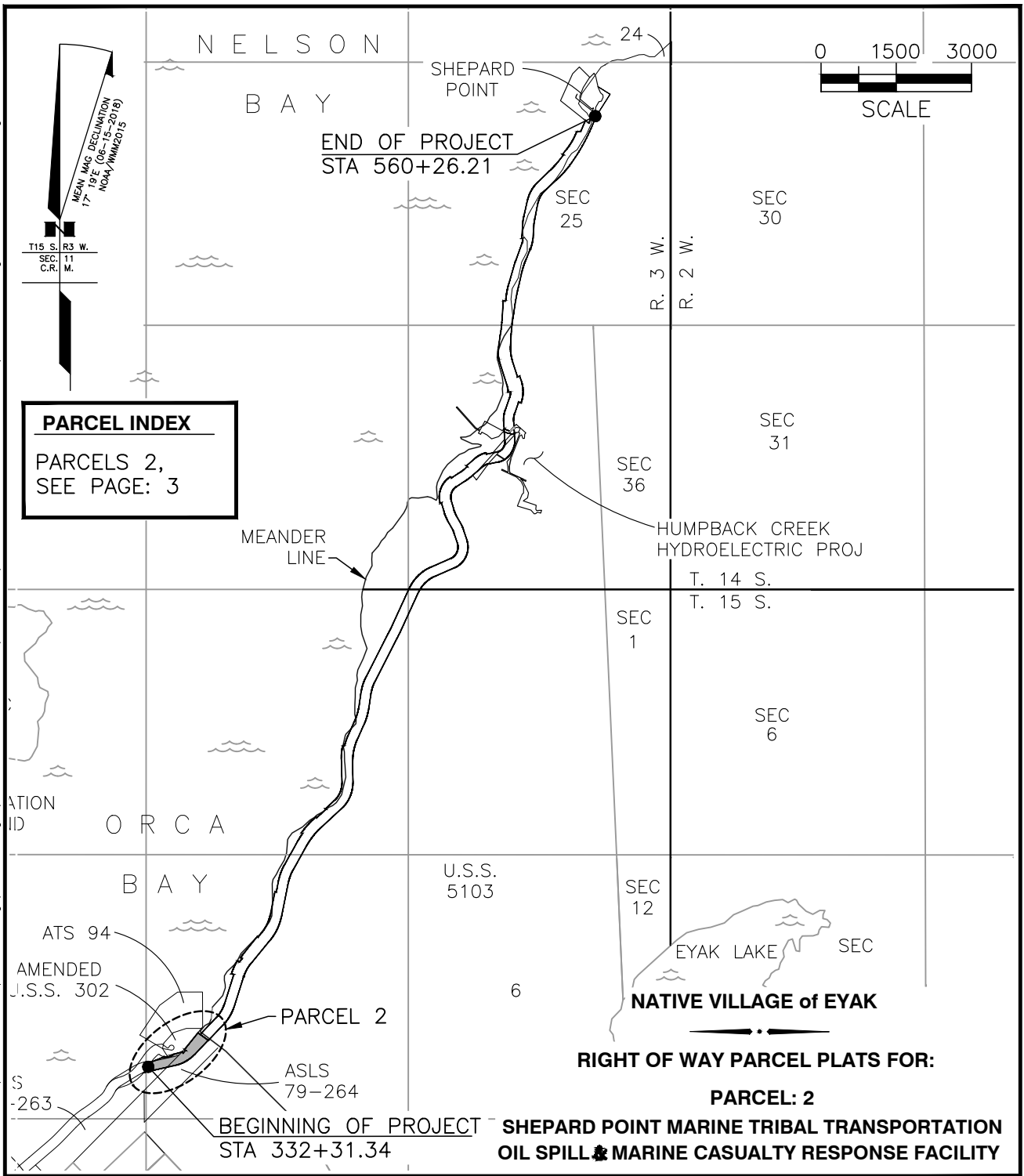
INITIAL

DATE

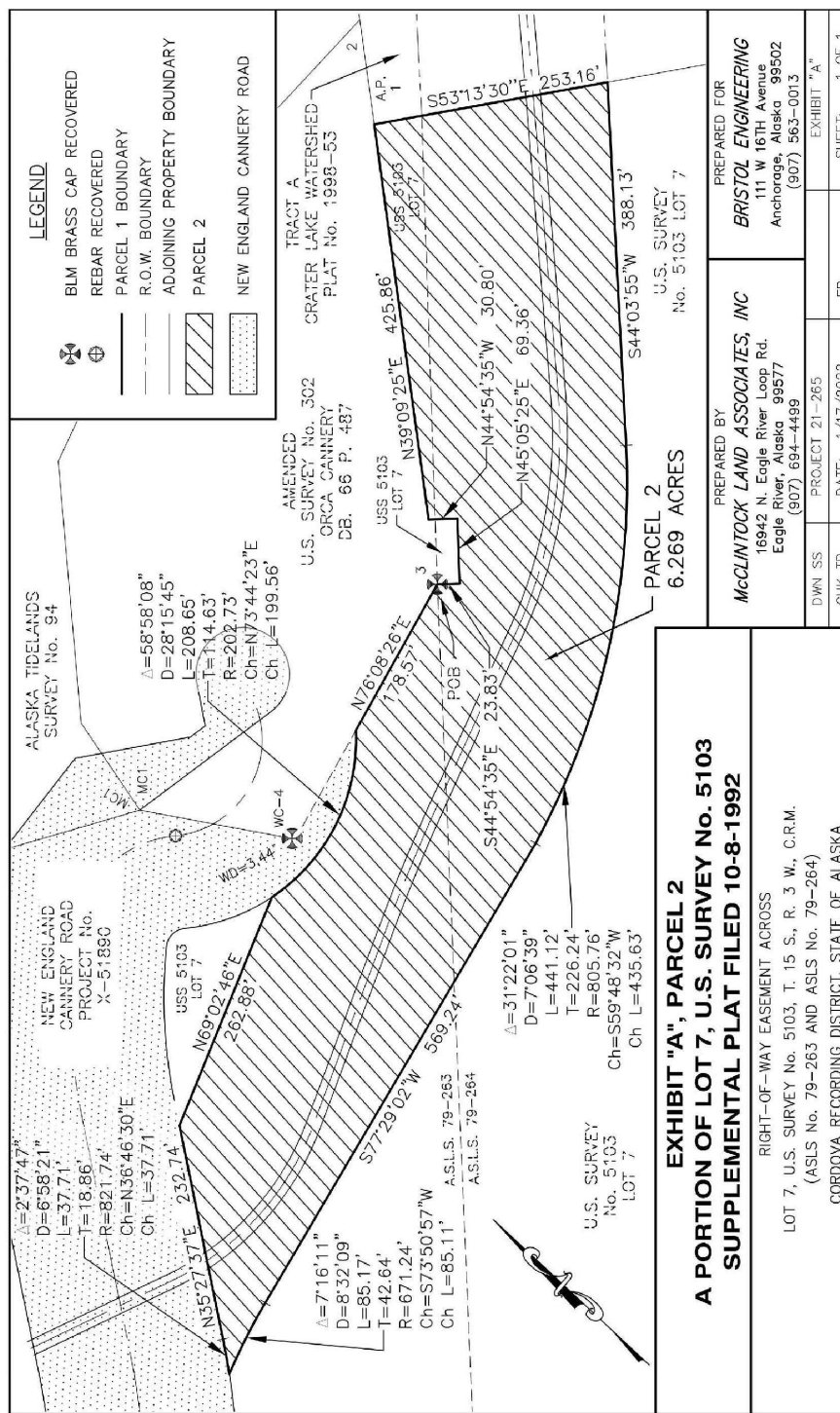
1 OF 3

SCALE 1"=1 MI. DATE 3/29/2023

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|--|------|--|--|
| STATE OF ALASKA<br>DEPARTMENT OF TRANSPORTATION<br>AND PUBLIC FACILITIES |      | RIGHT OF WAY EASEMENT<br>REQUIRED FOR SHEPARD<br>POINT ROAD & PORT |  |
| <b>EXHIBIT A</b>   |      | DRAWING  | PROJECT No <u>SHEPARD POINT ROAD &amp; PAD</u> |
|  |      |  | AREA SEE PARCEL SHTS PARCEL No <u>2</u>        |
| INITIAL  | DATE | <u>2 OF 3</u>  | SCALE <u>1"=3000'</u> DATE <u>3/29/2023</u>    |



STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
AND PUBLIC FACILITIES

# RIGHT OF WAY EASEMENT REQUIRED FOR SHEPARD POINT ROAD & PORT

# EXHIBIT A

## DRAWING

PROJECT No SHEPARD POINT ROAD & PAD

AREA AS SHOWN PARCEL No 2

INITIAL

DATE \_\_\_\_\_

3 OF 3

SCALE 1"=200' DATE 3/29/2023

Dear Mayor Allison and Cordova City Council,

The Prince William Sound Regional Citizens' Advisory Council Board of Directors recently accepted the report titled "[Assessment of Risks and Safety Culture at Alyeska's Valdez Marine Terminal](#)," prepared by Council contractor Billie Pirner Garde. A final draft of this report was vetted with Alyeska leadership by Ms. Garde and representatives of PWSRCAC on March 16, 2023, before being finalized.

At this time, Council staff is formally transmitting the final report to Alyeska, as well as sending copies to the Joint Pipeline Office (JPO) members, made up of representatives from the 11 federal and State of Alaska agencies with regulatory oversight of the Valdez Marine Terminal; Governor Mike Dunleavy; Senate President, Gary Stevens, and Speaker Cathy Tilton, of the current State Legislature; and the Chair and Vice Chair of the Legislative Budget and Audit Committee, Representative Ben Carpenter and Bert Steadman. The report is also now [posted to our website](#) and available to the public.

## Background

This report was initiated in June 2022, in response to safety concerns at the Valdez Marine Terminal (VMT) brought to PWSRCAC by current and former Alyeska employees. As you will see from her report, Ms. Garde received a considerable amount of information from both current and former Alyeska employees, and she has been very careful and judicious to protect the identities of those with whom she consulted.

## Key finding from the report

The purpose of the assessment documented in the report was to reach a determination, based on the information provided to PWSRCAC, on whether there is a current level of unacceptable safety risk to the VMT, its workforce, the community of Valdez, and the environment. After reviewing all information available through the assessment, it is Ms. Garde's conclusion that there **currently is an unacceptable safety risk to the VMT, and consequently no reasonable assurance that the VMT is operating safely and in compliance with its regulatory requirements.**

The current situation reveals that due to changes in the organization, availability of resources, quality and audit functions, maintenance and system upgrades, and operational integrity and compliance have suffered significantly under recent corporate management. At the same time, regulatory oversight at the VMT has also diminished.

## Report recommendations

Over the past several years, PWSRCAC has become increasingly concerned with budget cuts and reductions in staffing levels at agencies with key oversight responsibilities at the VMT, including the Bureau of Land Management (BLM) and the Spill Prevention and Response (SPAR) Division of the Alaska Department of Environmental Conservation. The consequences of reduced oversight have, generally, never been favorable for the Alaska public and its environment.

The PWSRCAC Board of Directors endorses all recommendations contained in Ms. Garde's report. This includes PWSRCAC recommending that Congress initiate a Government Accountability Office (GAO) audit to determine the adequacy of the present regulatory oversight of Alyeska's VMT operations by federal and state agencies with responsibility over the VMT, including compliance with the Federal Grant of Right-of-Way and Stipulations, and the State Lease.

In line with the recommendation for Congress, the Council is requesting that the **State of Alaska initiate an assessment, or audit, of the present regulatory oversight of Alyeska's VMT operations by state agencies with responsibilities over the VMT.**

Per the report recommendations, PWSRCAC is also requesting that the federal Occupational Safety and Health Administration (OSHA) conduct or commission a full independent audit of applicable VMT systems for compliance with Process Safety Management.

The importance of the operational integrity of the VMT cannot be overstated because an incident or accident could interrupt the flow of oil from the Alaska North Slope, thus endangering U.S. energy supplies and energy security. **With new oil development on the horizon, every effort must be made to ensure the integrity of systems and infrastructure within the Trans Alaska Pipeline System (TAPS).**

The main recommendations include specific requests for Alyeska and the TAPS Owners to:

- Commission an independent full assessment of the Alyeska safety management systems and determine a specific timeline for actual completion of the necessary changes to ensure safe operations;
- Commission an immediate independent audit to be conducted of all deferred maintenance at the VMT; and
- Provide mandatory training for all supervisory and management personnel on their responsibilities to manage in a manner that promotes a strong safety culture, upholds a compliance culture, and does not tolerate harassment, intimidation, retaliation, or discrimination.

These recommendations and requests include more details, which can be found in the Recommendations section of the report. The Council acknowledges that there are recommendations directed internally to PWSRCAC and we will be considering appropriate actions in an effort to address these.

### **Next steps**

The issues and recommendations covered by this assessment and report will take some time to address, possibly years. Council representatives will now be following up with Alyeska, the Delegation, Governor, Legislature, and regulatory agencies to collect any input and thoughts on the path forward. PWSRCAC wishes to work cooperatively with all parties to promote positive change to address the key findings contained in the report. PWSRCAC will be reaching out to our member entities and others in the coming months with opportunities to help support efforts to help ensure that the key findings and recommendations in the report are addressed.



Alyeska, state and federal regulators, and the Council all do their best to work with all parties in a highly professional manner, seeking results that will help prevent further oil spills or accidents. This mature, collegial, and cooperative approach has helped protect Alaska from another Exxon Valdez-type of oil spill or other devastating accident over the past three plus decades. But, as the report findings indicate, it takes constant vigilance, training, and monitoring to help ensure that Alaska will be spared another major oil spill.

We know that Alyeska and the associated regulatory agencies have dedicated staff working daily on the Trans Alaska Pipeline System, doing their best to ensure it is operated as safely as possible with the resources they are given. We also recognize that Alyeska and the associated regulatory agencies all have full plates in fulfilling their missions which benefit our nation in terms of safe transport and storage of Alaska North Slope crude oil. And, considering the events taking place in global affairs, the importance of those missions continues to grow.

PWSRCAC sincerely appreciates the spirit of cooperation present at its March meeting with Alyeska and hopes to continue to support their work to address the issues raised in the report in the long term. The Council's Board of Directors and staff agree with the sentiment expressed by Alyeska executives after their receipt of the draft report, that this report provides an opportunity to make Alyeska better by looking into these issues, addressing problems, and making sure employees are heard. It is the Council's hope that the Alaska Congressional Delegation, Governor, Legislature, and regulatory agencies with oversight of the VMT also view the findings and recommendations in the report as an opportunity for improvements to the system.

The Council stands ready to support Alyeska, and state and federal regulatory agencies, in our role as an advisor. We believe firmly that the greatest successes result from citizens, industry, and regulators working together to maintain and improve safeguards designed to prevent and prepare for future oil spills.

Please reach out to me if you have any questions or concerns regarding this transmittal or the report.

Sincerely,  
David Janka  
PWSRCAC - City of Cordova Board Member



## Prince William Sound Regional Citizens' Advisory Council

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

### **“ASSESSMENT OF RISKS AND SAFETY CULTURE AT ALYESKA'S VALDEZ MARINE TERMINAL” Prepared by Ms. Billie Pirner Garde, contractor to the Prince William Sound Regional Citizens' Advisory Council (PWSRCAC or Council).**

This report was initiated in June 2022, in response to safety concerns at the Valdez Marine Terminal (VMT) brought to PWSRCAC by current and former Alyeska employees.

#### **Key finding from the report**

The purpose of the assessment documented in the report was to reach a determination, based on the information provided to PWSRCAC, on whether there is a current level of unacceptable safety risk to the VMT, its workforce, the community of Valdez, and the environment. After reviewing all information available through the assessment, it is Ms. Garde's conclusion that **there currently is an unacceptable safety risk to the VMT, and consequently no reasonable assurance that the VMT is operating safely and in compliance with its regulatory requirements.**

Inadequate resources (e.g., staffing, equipment, adequate safety and reporting systems) and budget pressures are a common theme in all the issues addressed throughout the report. There is no substantive information in this report regarding safety or process safety issues that is not already available to Alyeska. The failure of the company to act on the information it has is one of the primary weaknesses identified by the assessment.

The Exxon Valdez oil spill in 1989, and Alyeska's failure to perform effective response capability, changed the industry and Alaska forever. It should have permanently changed Alyeska's respect for the dangers inherent in its operations as well. Unfortunately, the current situation reveals that due to changes in the organization, availability of resources, quality and audit functions, maintenance and system upgrades, and operational integrity and compliance have suffered significantly under recent corporate management. At the same time, regulatory oversight at the VMT has also diminished.

#### **Report recommendations**

Over the past several years, PWSRCAC has become increasingly concerned with budget cuts and reductions in staffing levels at agencies with key oversight responsibilities at the VMT, including the Bureau of Land Management (BLM) and the Alaska Department of Environmental Conservation. **The consequences of reduced oversight have, generally, never been favorable for the Alaska public and its environment.**

The PWSRCAC Board of Directors endorses all recommendations contained in Ms. Garde's report. This includes PWSRCAC recommending that Congress initiate a Government

Accountability Office (GAO) audit to determine the adequacy of the present regulatory oversight of Alyeska's VMT operations by federal and state agencies with responsibility over the VMT, including compliance with the Federal Grant of Right-of-Way and Stipulations, and the State Lease.

In line with the recommendation for Congress, the Council is requesting that the State of Alaska initiate an assessment, or audit, of the present regulatory oversight of Alyeska's VMT operations by state agencies with responsibilities over the VMT.

Per the report recommendations, PWSRCAC is also requesting that the federal Occupational Safety and Health Administration (OSHA) conduct or commission a full independent audit of applicable VMT systems for compliance with Process Safety Management.

The importance of the operational integrity of the VMT cannot be overstated because an incident or accident could interrupt the flow of oil from the Alaska North Slope, thus endangering U.S. energy supplies and energy security. **With new oil development on the horizon, every effort must be made to ensure the integrity of systems and infrastructure within the Trans Alaska Pipeline System (TAPS).**

The main recommendations include specific requests for Alyeska and the TAPS Owners to:

- Commission an independent full assessment of the Alyeska safety management systems and determine a specific timeline for actual completion of the necessary changes to ensure safe operations;
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- Provide mandatory training for all supervisory and management personnel on their responsibilities to manage in a manner that promotes a strong safety culture, upholds a compliance culture, and does not tolerate harassment, intimidation, retaliation, or discrimination.

These recommendations and requests include more details, which can be found in the Recommendations section of the report. The Council acknowledges that there are recommendations directed internally to PWSRCAC and we will be considering appropriate actions in an effort to address these.

### **Next steps**

The issues and recommendations covered by this assessment and report will take some time to address, possibly years. The Board and staff will now be following up with Alyeska, the Delegation, Governor, Legislature, and regulatory agencies to collect any input and thoughts on the path forward. Discussions need to take place with all parties, once they have had an opportunity to review the information contained in the report, to hopefully outline a process to ensure these matters are addressed in a timely manner.

### **Conclusions**

OPA 90 mandates for the Council include developing long-term partnerships with government and industry, while also directing it to take steps to eliminate the previous complacency of those

groups that led up to the 1989 Exxon Valdez oil spill. This is a challenging mission to achieve. It can be difficult to maintain productive relationships with those to whom you must also provide critical feedback, especially during times of serious reductions in staffing and budgets for those entities. While PWSRCAC recognizes this report could generate tension with Alyeska and some of the state and federal regulatory agencies with oversight responsibilities at the VMT, we hope to work with all parties to address these issues in a manner that will lead to a constructive and productive path forward.

Alyeska, state and federal regulators, and the Council all do their best to work with all parties in a highly professional manner, seeking results that will help prevent further oil spills or accidents. This mature, collegial, and cooperative approach has helped protect Alaska from another Exxon Valdez-type of oil spill or other devastating accident over the past three plus decades. But, as the report findings indicate, it takes constant vigilance, training, and monitoring to help ensure that Alaska will be spared another major oil spill.

We know that Alyeska and the associated regulatory agencies have dedicated staff working daily on the Trans Alaska Pipeline System, doing their best to ensure it is operated as safely as possible with the resources they are given. We also recognize that Alyeska and the associated regulatory agencies all have full plates in fulfilling their missions which benefit our nation in terms of safe transport and storage of Alaska North Slope crude oil. And, considering the events taking place in global affairs, the importance of those missions continues to grow.

PWSRCAC recognizes that while zero defects in such missions is the clear intended goal, we also acknowledge there will be times when issues, problems, and deficiencies arise that must be dealt with and resolved once identified. The view of the PWSRCAC, as authorized by Congress, is that the work of this Council should be carried out in a collegial, cooperative, and constructive manner to be of substantial assistance to the mission of Alyeska, and the associated state and federal regulatory agencies, in transport and storage of oil safely through the VMT and associated tankers.

PWSRCAC sincerely appreciates the spirit of cooperation present at its March meeting with Alyeska and hopes to continue to support their work to address the issues raised in the report in the long term. The Council's Board of Directors and staff agree with the sentiment expressed by Alyeska executives after their receipt of the draft report, that this report provides an opportunity to make Alyeska better by looking into these issues, addressing problems, and making sure employees are heard. It is the Council's hope that Alaska Congressional Delegation, Governor, Legislature, and regulatory agencies with oversight of the VMT also view the findings and recommendations in the report as an opportunity for improvements to the system.

The Council stands ready to support Alyeska, and state and federal regulatory agencies, in our role as an advisor. We believe firmly that the greatest successes result from citizens, industry, and regulators working together to maintain and improve safeguards designed to prevent and prepare for future oil spills.

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## **About PWSRCAC**

The Council is an independent nonprofit corporation whose mission is to promote the environmentally safe operation of the VMT and associated tankers. Our work is guided by the Oil Pollution Act of 1990 (OPA 90) and our contract with Alyeska Pipeline Service Company. PWSRCAC's member organizations are communities in the region affected by the 1989 Exxon Valdez oil spill, as well as commercial fishing, aquaculture, Alaska Native, recreation, tourism, and environmental groups. The Board of Directors, technical committee volunteers, and staff of the PWSRCAC strive to diligently carry out their responsibilities under the statutory authorization for the Council in the Oil Pollution Act of 1990 (33 U.S.C. 2701-2761). This work is done to help protect Alaska's residents, communities, economies, and environment.

## **Background on Ms. Garde**

In the spring of 2022, PWSRCAC retained Billie Garde, an attorney who specializes in providing training and consulting to executive leadership and management on developing and maintaining a safety culture in high consequence industries. She was hired to assist in reviewing and assessing information provided to PWSRCAC by concerned Alyeska employee(s) related to system integrity and safety culture issues at the Valdez Marine Terminal in a manner that leads to the correction of such issues; helping to protect Alaska, its oil production capability, and livelihoods, while protecting the individuals involved; and providing advice and recommendations to Alyeska with which they can remediate any identified issues.

Ms. Garde worked on numerous issues directly for Alyeska before working with the PWSRCAC. Although she is an attorney, the agreement between PWSRCAC and Ms. Garde is not for legal services, but rather consulting work. The Council believes her professionalism and thoroughness is an asset to Alyeska and the regulatory agencies with oversight responsibilities at the VMT. As you will see from her report, Ms. Garde received a considerable amount of information from both current and former Alyeska employees, and she has been very careful and judicious to protect the identities of those with whom she consulted.

**Regular City Council Meeting**  
**April 19, 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 April 19, 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 Allison** and Council members **Cathy Sherman**, **Kasey Kinsman**, **Anne Schaefer**, and **Kristin Carpenter**. Council members **Melina Meyer** and **Ken Jones** were present via teleconference. Council member **Tom Bailer** was absent. Also present were City Manager **Helen Howarth**, City Clerk **Susan Bourgeois**, and City Attorney **Holly Wells**.

**D. Approval of Regular Agenda**

Hearing no objection **Mayor Allison** declared the agenda approved as submitted.

**E. Disclosures of Conflicts of Interest and ex parte communications** – Council member **Schaefer** said that she works for the PWSSC and wanted that on the record as far as approval of item 15 a City lease to the PWSSC – she does not have a financial interest but wanted to be transparent. **Mayor Allison** agreed and ruled no conflict.

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

1. Guest speakers: **Representative Louise Stutes** Juneau Legislative Session update.

2. Audience comments regarding agenda items:

**Katrina Hoffman** of 301 South Second Street spoke in support of PWSSC lease approval, item 15; said she is on the chamber board and spoke in appreciation of City funding for the chamber – they are doing great things as expressed in the quarterly report, item 10f, they do awesome work bringing money to town and keeping money circulating in town; and she spoke to item 13 correspondence about the USPS – hoped Council could advocate with the USPS to protect citizens and employees from unnecessary injury by putting the bay door policy back in place.

**Wendy Ranney** of 2500 Orca Road – also spoke in hopes Council could advocate in support of the USPS service for Cordova. Hoped there could be a public meeting put on by the USPS to explain it all to people.

**Mayor Allison** mentioned that a representative from the USPS was in town and she'd be coming back the first week in May for a meeting with community leaders.

**April Beedle** of 609 Spruce Street spoke to the USPS letter in the packet – she encouraged people to reach out to **Anica Estes** – who is willing to gather letters.

**Steve Namitz** of the USFS Federal Bldg. on Second Street – he reiterated what others said about the USPS – changing the way they do business has put USPS employees and his employees at risk – busy season for USFS packages is coming. He could also answer concerns that the Harbor has regarding item 11 in correspondence.

**Remie Lasangre** representing Trident Seafoods talked about the USPS issue and expressed Trident's concern with 600+ employees they have that receive packages in the summer, 20 tenders and logistical support for hundreds of fishermen – it will cause a lot of extra work for them and their employees and will put USPS and Trident employees at risk of injury.

**Tyler Dillon** representing Camtu's Alaska Wild Seafoods said he has the same concerns as everyone else – the business that is coming for the USPS this summer will be too hard to manage without that back-door access for package pickup.

**Toni Godes** of 105 Bluff Trail said this USPS problem is much bigger than just the package pickup at the back parking lot. She said there is a lot of tension at the Post Office, unfair to the hard-working staff there.

**Anica Estes** of 1329 Crest Circle also spoke about the concerns at the Post Office and said it is much more than just the bay-doors.

3. Chairpersons and Representatives of Boards and Commissions: no reports

4. Student Council Report: report in the packet mentioned that Cordova Cleanup was this coming Saturday, and they are looking for projects around town to help with.

#### **G. Approval of Consent Calendar**

5. Minutes: **a.** 03-22-23 City Council Special Meeting Minutes; **b.** 04-05-23 Regular City Council Meeting Minutes

6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absences of Council members **Tom Bailer** and **Melina Meyer** from the April 5, 2023 Regular Meeting

Vote on the Consent Calendar: 6 yeas, 0 nays, 1 absent. Meyer-yes; Bailer-absent; Kinsman-yes; Jones-yes; Sherman-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**

7. Mayor's Report – **Mayor Allison** said he had a written report in packet, and he'll have the USPS mtg upcoming.

8. Manager's Report – City Manager **Helen Howarth** reported: 1) she will email council the instructions on how to testify to Senate Finance tomorrow morning as they discuss budget – vitally important for the community to weigh in – hopefully show support for the increased BSA; 2) on housing – there are scams afoot – a new hire almost got caught, someone is on Facebook posting Cordova listings but they are just trying to dupe people into paying first/last security deposit, so people should beware, also she said some of the housing is being pulled off the market because people are waiting to see if they can't rent to a construction outfit coming in for projects, which can pay more – that is self-defeating, we have need and we have reductions in availability – the housing crunch will keep the community from growing.

9. City Clerk's Report – no report.

10. Staff Quarterly Reports:

**a.** Cordova Police Department, 1Q 2023, **Police Chief Andrew Goss**

**b.** Cordova Volunteer Fire Department, 1Q 2023, **Fire Marshal Paul Trumblee**

**c.** Parks & Rec Department, 1Q 2023, **Parks & Rec Director Duncan Chisholm**

**d.** Cordova Public Library, 1Q 2023, **Library Debbie Carlson**

**e.** Finance Department, 1Q 2023, **Comptroller Barb Webber**

**f.** Cordova Chamber of Commerce, **Executive Director Cathy Renfeldt**

#### **K. Correspondence**

11. 03-15-23 CDFU Board of Directors input on Harbor improvements

**a.** PIDP Grant Letter of Support

**b.** Concerns for USFS Dock Lease in Harbor

12. 04-11-23 NVE Flier regarding Electronics Recycling Event Apr. 24-30

13. 04-12-23 Letter from A. Estes regarding Cordova Post Office

14. Digital Equity Listening Session Flier – Connect AK Project

#### **L. Ordinances and Resolutions**

15. Resolution 04-23-12 A resolution of the Council of the City of Cordova, Alaska, supporting the 2023 Port Infrastructure Development Program (PIDP) Grant Application for the "Cordova North Harbor Efficiency and Resiliency Project"

**M/Schaefer S/Sherman** to approve Resolution 04-23-12 A resolution of the Council of the City of Cordova, Alaska, supporting the 2023 Port Infrastructure Development Program (PIDP) Grant Application for the "Cordova North Harbor Efficiency and Resiliency Project"

**Schaefer** said she appreciated the detail in the packet – the considerations discussed for the scope of the application. She had one question – which was already answered, she asked if other companies were given the opportunity to put in a floating fuel dock and the answer was yes, other companies were given notice. **Sherman** said her questions have been addressed, she read through Harbor Commission minutes as well. **Kinsman, Meyer**, no additional comments/questions. **Jones** said he is a little disappointed that the net-mending float got cut from the plan because it was such a high priority. He is still in support. **Schaefer** asked for a timeframe if we are awarded this. City Planner **Johnson** said with grant award, permitting, planning, the construction window could be late 2025 and then a 2026 completion.

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

**16.** Resolution 04-23-13 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a three (3) year lease with Prince William Sound Science Center, for the “Old Sea Grant Building” located within a portion of Lot 3, Block 7A, Tidewater Development Park

**M/Carpenter S/Schaefer** to approve Resolution 04-23-13 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a three (3) year lease with Prince William Sound Science Center, for the “Old Sea Grant Building” located within a portion of Lot 3, Block 7A, Tidewater Development Park

**Carpenter** said the materials in the packet are explanatory, we heard from the PWSSC about how they use the building, it is a short-term lease allowing for modification of use of that building if the PID grant comes through – she is in support. **Schaefer, Meyer, Kinsman, Sherman, Jones** all agreed, all said they support.

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

**17.** Resolution 04-23-14 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a contract with SeaWestern, Inc., for the purpose of acquiring 25 self-contained breathing apparatus (SCBA) and masks for the Cordova Volunteer Fire Department (CVFD)

**M/Schaefer S/Kinsman** to approve Resolution 04-23-14 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a contract with SeaWestern, Inc., for the purpose of acquiring 25 self-contained breathing apparatus (SCBA) and masks for the Cordova Volunteer Fire Department (CVFD)

**Schaefer** said we discussed this when we had a capital items discussion, we approved it in the capital budget. **Kinsman** asked **Howarth** if this was using the same entity as was for the Police vehicles. **Howarth** said yes, Community Leasing Partners allows us to make reasonable payments over time that can be budgeted in operations annually. Others echoed the comments and said they support. **Sherman** said the Community Leasing Partners is a good way to go, she will support.

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

**18.** Resolution 04-23-15 A resolution of the Council of the City of Cordova, Alaska, authorizing City Manager to negotiate with Oracle America Inc. for a three-year \$78,872.44 contract for NetSuite for government cloud-based accounting software and authorizing one-time implementation and transition costs not to exceed \$107,000

**M/Sherman S/Carpenter** to approve Resolution 04-23-15 A resolution of the Council of the City of Cordova, Alaska, authorizing City Manager to negotiate with Oracle America Inc. for a three-year \$78,872.44 contract for NetSuite for government cloud-based accounting software and authorizing one-time implementation and transition costs not to exceed \$107,000

**Sherman** said the City Manager discussed this with Council at budget time. This will improve the functions in the finance department, she is in favor. **Carpenter** said this is an upgrade that has been talked about for a long time, so the City can get real-time financial management. **Schaefer** said it will help the City and will help the Council understand better where we are financially. **Kinsman** asked what the terms are after 3 years. **Howarth** said because of the cost of implementation, we are somewhat committing ourselves to



Oracle. They promise an acceleration not to exceed 3% for the next 3-year contract term. **Meyer** said she supports; she knows staff has done lots of research to come up with this.

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

## **M. Unfinished Business**

**19.** Council Decision regarding Ballot Prop for next Election to Change the Method of Council Seat Election to Undesignated

**M/Carpenter S/Schaefer** to direct staff to prepare a resolution for Council's consideration that would approve ballot language to amend the charter to change the way Council members are elected to undesignated Council seats.

**Carpenter** said when she first came to Cordova this is how we elected Council members; we don't have districts, we just randomly assigned seats. Sometimes it is hard to field candidates and she doesn't see the benefit of designated seats as often there are candidates running unopposed. She thinks undesignated could lower the barrier to candidates running at all. **Schaefer** said she doesn't have strong feelings either way; isn't sure if having undesignated seats would increase the number of candidates because School Board and CCMC Board are undesignated and we still seem to have trouble getting multiple candidates for those boards. **Kinsman** said he thinks if we go with non-designated we would have to remove the 40% threshold. He doesn't see it creating additional obstacles to those who consider running. **Sherman** has spoken previously against this but really she is fine either way. She just wants to ensure the language is clear for the ballot prop. **Jones** said he supports this. **Meyer** said she supports allowing the people to vote on this. **Mayor Allison** said when this was voted on, he thought there were too many items together in the one proposition so that maybe people were more in support of one of those items, not necessarily all. **Carpenter** said she thinks even if it may not get more people to run per se, it would make it so we weren't always looking for at least 2 people to run for each seat. She asked City Attorney **Holly Wells** if she thinks ranked choice is worth considering. **Wells** said she does not see any reason to add ranked choice voting to a local election. She thinks it is just as effective to remove the 40% and add code language that is very clear regarding the counting of the ballots and the determination of the prevailing candidate.

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

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

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

Council scheduled the Joint Work Session with the School Board for 6 pm on May 3, before next regular meeting.

## **O. Audience Participation - none**

## **P. Council Comments**

**Carpenter** thanked Representative Stutes for the Juneau update, thanks to Planning Department for working on that PIDP application, that is a big chunk of work. Thanks also for all the staff reports.

**Kinsman** thanks for the staff reports he appreciates them highlighting what they are working on. Also agrees great to hear from Representative Stutes.

**Schaefer** echoed all the thanks and also appreciated the public comment tonight. She gave another plug for and encouraged people to help with the cleanup day on Saturday.

**Sherman** echoed the thanks and reminded people that all the facility assessment reports are online, easy to read, good information. She thinks we should all go back and look at the comp plan also – that is a recent look at what the community really values. Good to see a student council report. Thanked the Clerk and Attorney for a very organized Board of Equalization Meeting on Monday – she learned a lot.

**Mayor Allison** thanked everyone for participating tonight. He also wanted staff to know that Council doesn't always discuss or ask questions about reports, but they are read and are very much appreciated.

**Q. Executive Session** - none

**R. Adjournment**

Hearing no objection **Mayor Allison** adjourned the meeting at 8:23 pm.

Approved May 3, 2023

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

DRAFT

## Mayors Report 5/3/23

Since our last meeting it has been a week...mostly enjoying the various weather patterns and avoiding potholes for the most part...they did get one of my wife's car tires! Crews have been out plugging what they can, but Spring is a tough time on our roads...

Baseball season for our kids is starting un uin a week or so...keep your eyes open for little ones crossing the roads...

I will be attending the PWSSC NOUVEAU on June 10, 2023

June 14 4-6 Alaska Community Foundation Annual Event in Anchorage if anyone interested I can pass on my invitation.

I will be in Anchorage for several Medical checkups (Routine) May 8-12

Joint workshop with the School Board prior to our meeting. This will be a good time to share needs and wants.

AML summer conference is Aug 10-11 in Homer...I will not be attending.

Annual spring ATA (Telecom) meetings will be held IN CORDOVA end of May...let us welcome them to our beautiful community.

Town is bustling with regular spring activities, and getting prepped for all the work happening this year, be safe and prosperous...

That is my report...any QUESTIONS?

Mayor Allison

**Visitation:** 1163

**Last Year:** 1020

- Visitors were from:
  - **Alaska:** Cordova, Anchorage, Sitka, Glennallen, Fairbanks, Palmer, Yakutat, Valdez, Wasilla, St. George Island, Homer, Sterling, Moose Pass,
  - **United States:** ID, OR, WY, NM, WA, FL, CA, VA, NYC, HI, AZ, NV, TX, MN, CO,
  - **International:** Australia, West Kelowna BC Canada, Portsmouth UK, Munich Germany, Collingwood Canada

**Copper River Gallery Events:**

**January: Continuation of Holiday Art Show Featuring Local Artists**

**HOLIDAY  
ART SHOW  
&  
Sale**

On view December 2– January 27.  
**OPENING  
RECEPTION:**  
Friday, December 2, 5-8 PM

**Moonlight  
Madness hours:**  
Friday, December 9 & 16, 5– 8 pm,  
Friday, December 23, 5-7 pm.

February: Iceworm Photo & Art Show featuring Cordova Photographers & Artists



## Iceworm Photo Show Winners!!

### People

1. Penny Johnson- *Be Still*
2. Janet LeBold- *Old City Street Scene*

### Cordova

1. Vivian Knop- *Ice Cave*
2. Darla Church - *2nd Street Diptych*
3. Kelsey Hawley - *Yoga*

### Travels

1. Janet Lebold - *Falls*
2. Vivian Knop- *Windmill Fire*
3. Diann Smith- *Power Creek*

### Alaska

1. Kelsey Hawley- *Moose Heart*
2. Shannon Jones- *Eagle*
3. Diann Smith - *Smith House*

### Super Iceworm

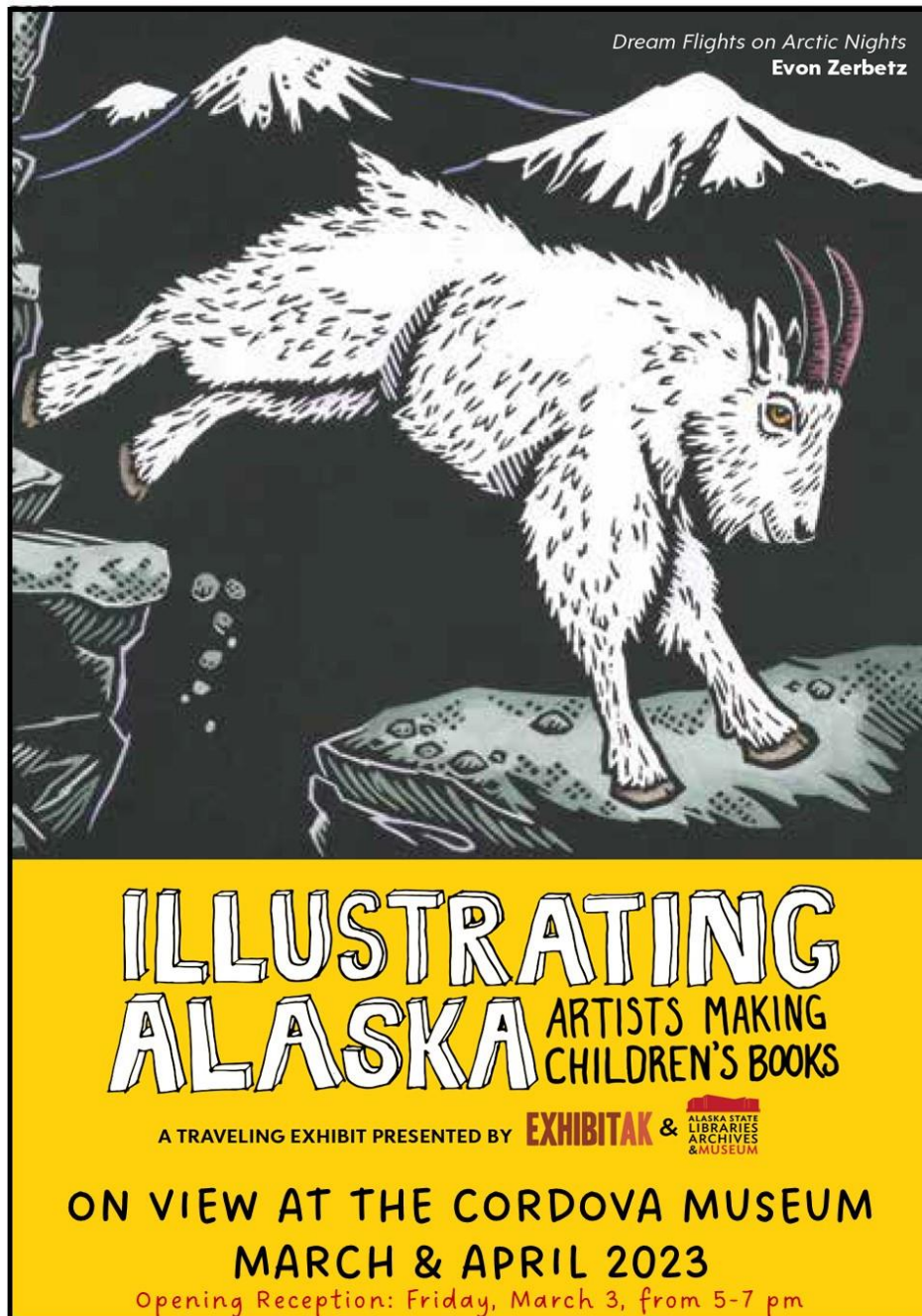
1. Joan Songer- *Super Moon*
2. Kelsey Hawley - *Help!*
3. Janet Lebold- *Super Presidents*

### Flora and Fauna

1. Josh Hamberger - *Mergansers in the Mist*
2. Robert Honkola - *Eagle*
3. Janet LeBold - *Poppies*

**Best of Show!!**  
**Darla Church**  
*2nd Street Diptych*

March: Illustration Alaska a traveling exhibit through Exhibit AK through the State of AK

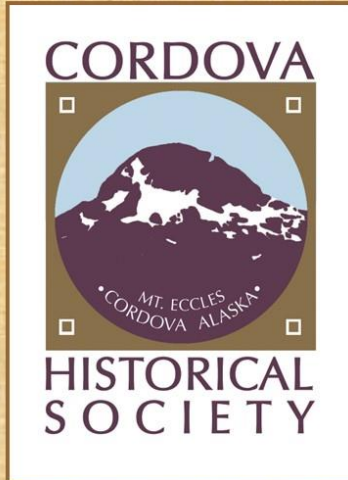


Illustrating Alaska: Artists Making Children's Books explores the colorful and intriguing process of illustrating children's books. The exhibit highlights four Alaskan illustrators: Jim Fowler, Evon Zerbetz, Michaela Goade, and Mitchell Watley. Each has a unique perspective on creating illustrations for a children's book. Come try for yourself!

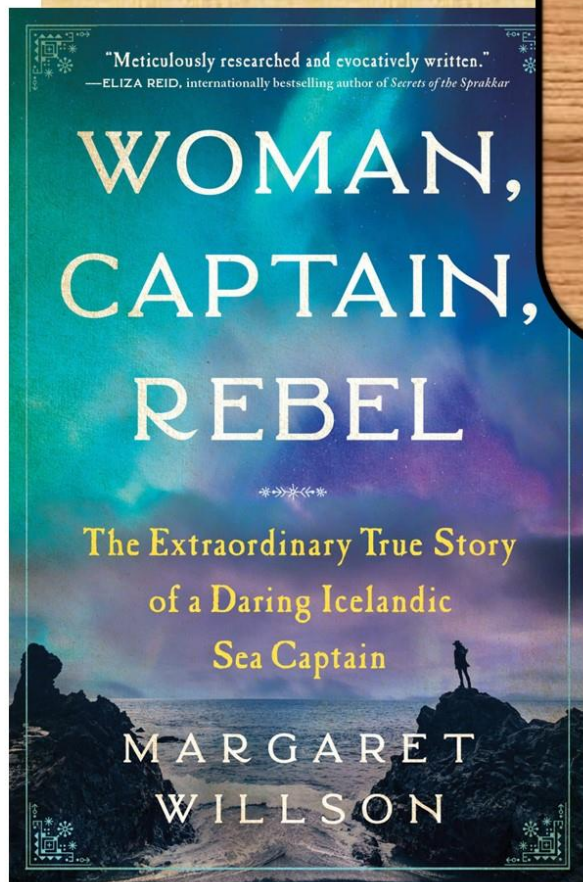




Book Reading in partnership with Friends of the Library



# MEET THE AUTHOR Margaret Willson



**MONDAY, MARCH  
20TH @ 7:00 PM**

**Education Room of  
the Cordova Center**

**Book reading, signing, and sales.  
Refreshments provided.**

**Museum Accomplishments:**

- 212 Cordova Historical Society members, 92 of whom are life members.
- Art exhibit openings were successful especially Iceworm week saw 250+ through the gallery voting on their favorite art or photos
- Completed research projects for individuals and government agencies.
- Continuing to finalize work on the Archives and Collections Management Room.
- The Historical Society Board has been updating policies and procedures and a creating a new 5-year strategic plan. Our goals from 2015 plan have been met!
- Ashley Bivin, visited the city, museum, library staffs and members of the Historical Society Board. Bivin was offered and accepted the job of Museum Director and will start May 15, 2023. She is currently looking for lodging.

**Curator's Notes:**

- ACCESSIONS:

Received collection of military paraphernalia from M. Bobertz. Documenting and recording are in progress for the approximately 40 objects.

Documenting and recording of Van Cleave CR&NW Ry photo collection nearly completed for approximately 200 photos, including photos of the Alaska RR and the White Pass & Yukon RR, part of the same collection, and E.C. Hawkins engineering notes; accessioning in progress.

The Bob Widmann collection of artifacts from the SS Sophia shipwreck accessioning completed.

Keith Beiningen collection of late 1950's photos and artifacts accessioning completed.

Wildrick bottle collection accessioning completed.

- EXHIBITS:

Commenced work to reconfigure CR&NWRy and Kennecott mine exhibits to include Katalla town and oil and coal history and artifacts on new wall.



Planning for Alaska Steamship and shipwrecks exhibits ongoing, to be installed after further progress in Katalla exhibit.



- Photo requests, signage, prepping images and text for display.

The Museum is open Tuesday thru Friday 10am-5pm and Saturday 12noon-5pm. Each new traveling/temporary exhibit opening evening is 5-7pm with refreshments. The Museum encourages City Council and Staff to walk through Cordova History.

Second Quarter 2023 Gallery Exhibits:

May: Birds of A Feather Opens May 4

June: Alaska WILD 23: Alaska Society of Nature Photographers Opens June 2

July: Rachel Hoover Blackwelder 100 + 100 + 200 Opens July 7

Respectfully submitted by Marina Briggs, Director



# Museum Attendance

|      | 1st Qtr | 2nd Qtr | 3rd Qtr | 4th Qtr | Total         |
|------|---------|---------|---------|---------|---------------|
| 1981 |         |         |         |         | 2483          |
| 1982 |         |         |         |         | 2928          |
| 1983 |         |         |         |         | 2618          |
| 1984 |         |         |         |         | 1973          |
| 1985 |         |         |         |         | 1414          |
| 1986 | 221     | 682     | 1004    | 209     | 2116          |
| 1987 |         |         |         |         | 1677          |
| 1988 | 262     | 645     | 1326    | 345     | 2578          |
| 1989 | 238     | 629     | 1270    | 374     | 2511          |
| 1990 | 411     | 765     | 1534    | 415     | 3125          |
| 1991 | 445     | 936     | 1355    | 308     | 3044          |
| 1992 | 443     | 509     | 1857    | 705     | 3514          |
| 1993 | 281     | 1078    | 1481    | 406     | 3246          |
| 1994 | 608     | 1255    | 1726    | 452     | 4041          |
| 1995 | 458     | 882     | 2067    | 548     | 3955          |
| 1996 | 905     | 1897    | 2358    | 741     | 5901          |
| 1997 | 634     | 1216    | 2896    | 936     | 5682          |
| 1998 | 1047    | 4330    | 6502    | 906     | 12,785*       |
| 1999 | 1288    | 3948    | 4890    | 853     | 10,979*       |
| 2000 | 1076    | 1562    | 2931    | 740     | 6,309         |
| 2001 | 1185    | 2484    | 3777    | 934     | 8380          |
| 2002 | 1242    | 2343    | 4176    | 1155    | 8916          |
| 2003 | 1590    | 2461    | 4111    | 963     | 9125          |
| 2004 | 1839    | 3063    | 4907    | 1206    | 11,015        |
| 2005 | 1834    | 3071    | 5216    | 1508    | 11,629        |
| 2006 | 2355    | 2953    | 6,189   | 1771    | <b>13,268</b> |
| 2007 | 1919    | 3613    | 4166    | 1442    | 11,140        |
| 2008 | 2092    | 3210    | 4919    | 1476    | 11,697        |
| 2009 | 1543    | 2436    | 3618    | 1138    | 8735          |
| 2010 | 1121    | 1866    | 2735    | 1051    | 6773          |
| 2011 | 1569    | 2275    | 3314    | 862     | 8020          |
| 2012 | 1268    | 2128    | 2329    | 1068    | 6783          |
| 2013 | 952     | 1868    | 2868    | 1320    | 7008          |
| 2014 | 1548    | 1876    | 2527    | 1639    | 7590          |
| 2015 | 1291    | 1737    | 2033    | 2015    | 7076          |
| 2016 | 1680    | 2461    | 3039    | 1454    | 8634          |
| 2017 | 1115    | 2098    | 3070    | 1436    | 7719          |
| 2018 | 1279    | 2889    | 2599    | 1440    | 8207 **       |
| 2019 | 1511    | 2276    | 2902    | 1654    | 8343 **       |
| 2020 | 832     | 4       | 109     | 1053    | 1998***       |
| 2021 | 479     | 1545    | 1871    | 1047    | 4942          |
| 2022 | 1020    | 2552    | 2602    | 970     | 7144          |
| 2023 | 1163    |         |         |         | 1163          |

\*Norwegian Cruise Lines

1996—School classes begin coming to the museum.

2009—Alaska Sightseeing Cruise West pulls out.

2015—Move to Cordova Center

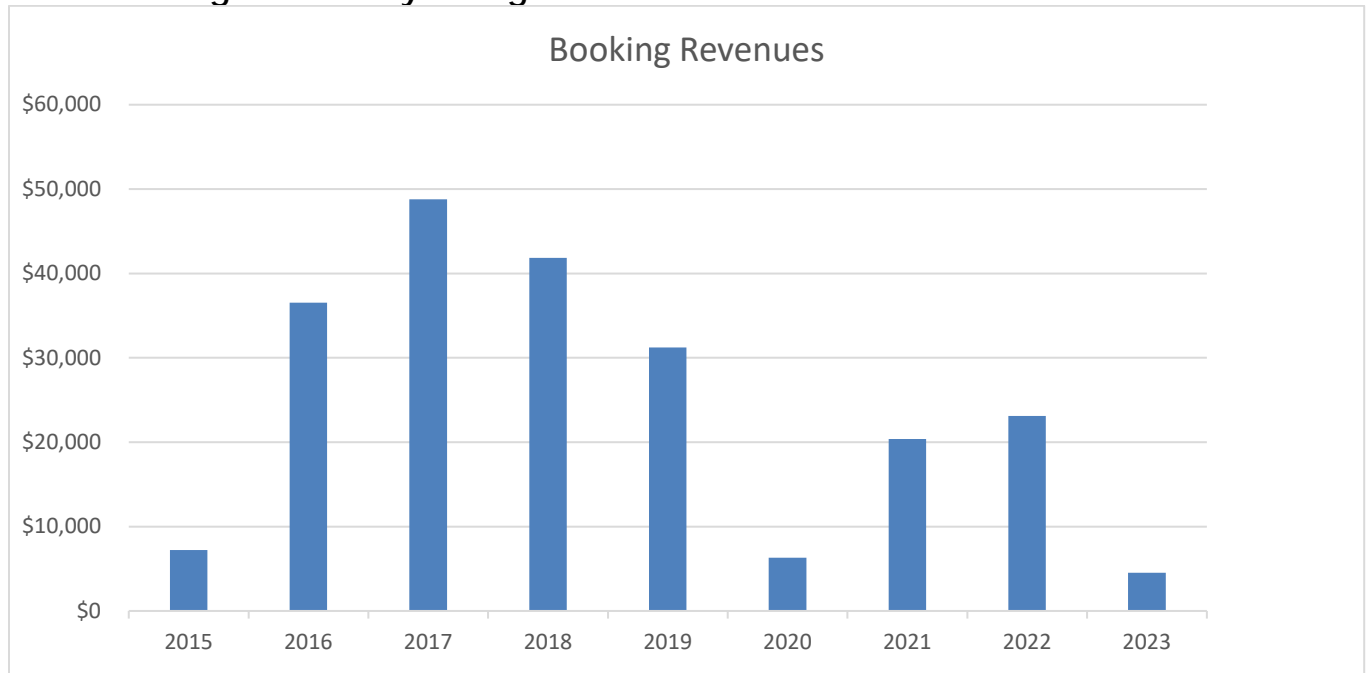
\*\* Not open on Mondays in summer

\*\*\*2020—Covid 19 Closure March to September

## Cordova Center 1<sup>st</sup> Quarter 2023

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

- Cordova Center **Use Policy**. Posted on website (thecordovacenter.com). *Always continuing to make notes for year-end review.*
- **Bookings: \* January through March 2023 \***



- **In-Kind Non-Rev:**
  - \$9006.25 - Scheduled City of Cordova Meetings & other space donations; Boards & Commissions, EMO and Council teleconferences, Early Voting and Elections
- **Revenue: \$4,544.75**
  - Some Cordova Center Event/Meeting Participants  
Cordova Telecom Board, CR/PWS Marketing, Native Village of Eyak, SERVS, Cordova Community Foundation, Cordova Arts & Pageants, Iceworm Festival, 4H Music Camp, Cordova Family Resource Center, Copper River Watershed Project and Cordova Electric
  - Event attendees #1984
- **Donations:**
- **Grants:**
- **Landscaping:** Clean Up began



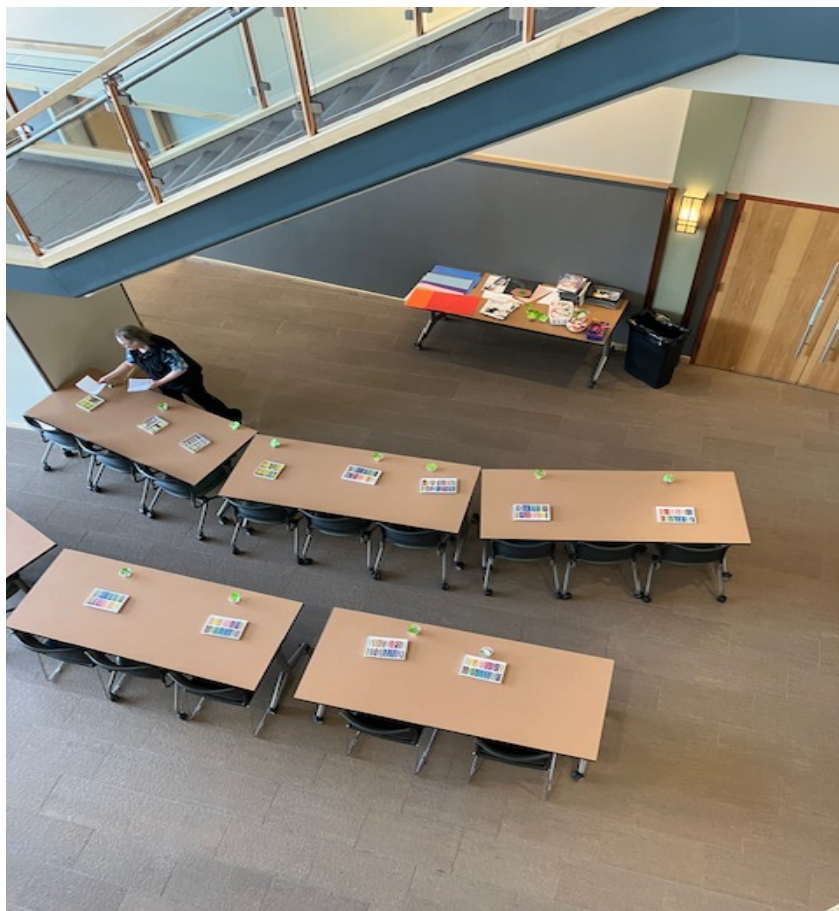
## Cordova Center 1<sup>st</sup> Quarter 2023

- **Marketing:**
  - Cordova Center Staff continues work on marketing plans.
- **Upcoming Second Quarter 2023:**
  - Cordova Chamber of Commerce Business Summit, SERVVS, Copper River Delta Shorebird Festival, Copper River Nouveau, Alaska Telecom Annual Meeting

The Cordova Center has returned to pre- Covid-19 conditions but continues to encourage best practices, hand washing and being vigilant if experiencing symptoms. Our air handlers and exchangers are fully deployed during events. Masks and hand sanitizer are readily available for public use.

Requests for Technical help has increased exponentially as virtual and in-person meetings are becoming the 'norm'. The search continues for technical staff to meet and expand demand.

Please enjoy pictures of some of our 1st Quarter events!



After School Art in the Atrium

## Cordova Center 1<sup>st</sup> Quarter 2023



Intermission Under the Big Top



Under the Big Top Cast

## Cordova Center 1<sup>st</sup> Quarter 2023

The Cordova Center; the heart of our community.

Respectfully submitted:

Mimi Briggs

Cordova Center Events Team

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

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

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

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

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

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

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

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

### **Suggestions concerning correspondence:**

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





# UNITED FISHERMEN OF ALASKA

**Mailing Address:** PO Box 20229, Juneau AK 99802-0229

**Physical Address:** 410 Calhoun Ave Ste 101, Juneau AK 99801

**Phone:** (907)586-2820 **Email:** [ufa@ufa-fish.org](mailto:ufa@ufa-fish.org)

**Website:** [www.ufafish.org](http://www.ufafish.org)

April 5, 2023

Mayor David Allison  
City of Cordova  
PO Box 1210  
Cordova, AK 99574

Dear Mayor Allison,

It's time for your annual Community membership renewal. Your membership helps to keep UFA working to protect both the seafood industry and the investment that you have made in your business.

Last year was a year for the record books for both the industry and for UFA as an organization. UFA hit the ground running in early 2022 and continued that pace throughout the year. In 2022, UFA had the opportunity to meet with Secretary of Commerce Gina Raimondo, NMFS Assistant Administrator Janet Coit, and United States Trade Representative Ambassador Tai to advocate for Alaskan seafood. These were huge opportunities for UFA to highlight your industry at a national level, in addition to continuing our state and local advocacy.

UFA continues to work full-time with the legislature, administration, federal agencies and Alaska's delegation in DC to protect your commercial fishing opportunity and to keep you in business. **Your memberships and sponsorships make this work possible, so please renew in 2023!**

**Please help UFA protect your interests by renewing your membership today. Pay by mail with the enclosed coupon, or online at [www.ufafish.org](http://www.ufafish.org).**

*Contributions or gifts to UFA are not tax deductible as charitable contributions. However, they may be tax deductible as ordinary and necessary business expenses.*

Good fishing and thank you for your support in 2023.

Matt Alward  
President

Tracy Welch  
Executive Director



**AGENDA ITEM 12**  
**City Council Meeting Date: 5/3/2023**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Susan Bourgeois, City Clerk  
**DATE:** 04/25/2023  
**ITEM:** Resolution 05-23-16 ballot prop to undesignate council seats  
**NEXT STEP:** Majority voice vote

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☐ ORDINANCE  
☐ MOTION

☒ RESOLUTION  
☐ INFORMATION

---

**I. REQUEST OR ISSUE:** Approval of Resolution to place a ballot proposition on March 5, 2024 Regular City Election to undesignate Council seats.

**II. RECOMMENDED ACTION / NEXT STEP:** Suggested motion: I move to approve Resolution 05-23-16.

**III. BACKGROUND INFORMATION:** This topic was discussed by Council in 2021 and the resolution was referred. It has been on Pending Agenda since then. Council asked to discuss it again and decided at the April 19, 2023 meeting that they would like a resolution to get this on the next ballot.

**V. LEGAL ISSUES:** City Attorney Holly Wells was present for the April 19, 2023 Council meeting and has written this resolution to capture what Council discussed then.

**VI. SUMMARY AND ALTERNATIVES:** Council could approve or choose not to approve the resolution.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 05-23-16**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA PLACING A BALLOT PROPOSITION BEFORE THE VOTERS AT THE REGULAR ELECTION ON MARCH 5, 2024 AMENDING CITY CHARTER SECTIONS 2-1 ENTITLED “MAYOR AND CITY COUNCIL: NUMBER AND QUALIFICATIONS, DESIGNATED COUNCIL SEATS”; SECTION 10-2 ENTITLED “THREE-YEAR TERMS—ELECTION AT LARGE—NONPARTISAN ELECTIONS”; AND SECTION 10-4 ENTITLED “VOTING—WHO ELECTED” TO REMOVE DESIGNATED SEATS FOR CITY COUNCIL MEMBERS, TO CLARIFY THAT COUNCIL MEMBERS AND THE MAYOR SERVE THREE YEAR TERMS OF OFFICE, REMOVE 40% VOTE THRESHOLD FOR PREVAILING CITY COUNCIL CANDIDATES, AND REMOVE REQUIREMENTS REGARDING RUN-OFF ELECTIONS**

**WHEREAS**, Cordova Charter currently designates seats for members of Council and the Mayor and creates staggered terms for the Council member seats; and

**WHEREAS**, the proposed amendments to City Charter 2-1 and 10-2 eliminate such designated City Council seats while maintaining the Charter’s provisions for nonpartisan elections at large and for three-year terms for Council members; and

**WHEREAS**, the Cordova Charter contains specific directives regarding run-off elections and the 40% vote threshold that cannot be uniformly applied to candidates for mayor and Council where Council members are elected at large rather than elected to fill specific designated seats; and

**WHEREAS**, specific election procedures for run-off elections and the tabulation of votes is best governed by the Cordova Municipal Code, permitting City Council to revise and update election procedures to meet advancement in technology, changes in voter population or participation, and in response to changes in applicable federal and state laws; and

**WHEREAS**, City Council has determined that amendments to Charter Section 2-1, 10-2, and 10-4 are appropriately included in a single proposition because, as permitted in City Charter Section 13-1 these sections and the proposed amendments to them are “so interrelated that they should be approved or rejected together” since they all result in the repeal of seat designations for City Council or, in the case of Section 10-4, removing the 40% threshold for prevailing mayoral and council member candidates that could not be applied where voters are selecting more than one candidate to fill an equal number of undesignated seats,

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

Section 1. The City shall submit the following Proposition No. 1 amending City Charter Sections 2-1 and 10-2 to the qualified City voters at the March 5, 2024 regular City election. The proposition must receive an affirmative vote from a majority of the qualified voters voting on the question to be approved.



## Proposition No. 1

### **Amendment of City Charter Sections 2-1, 10-2, and 10-4 to Effectuate Non-Designated Council Seats for City Council Members, Clarify that Council Members and the Mayor Serve Three-Year Terms of Office, and Remove 40% Vote Threshold for Prevailing City Council Candidates**

Should Cordova City Charter Sections 2-1, 10-2, and 10-4 be amended to read as follows (deletions are ~~stricken through~~; new text is **bold and underlined**):

#### **Section 2-1.- Mayor and City Council: Number and qualifications, ~~designated~~ non-designated council seats.**

There shall be a city council of seven members, ~~each of whom shall be elected to a designated seat (Seats A through G).~~ There shall be a mayor, who shall not be a member of the council. Only qualified voters of the city who, at the time of their election or appointment to fill a vacancy, are at least eighteen years old and have resided within the city at least one year, shall be qualified for the offices of mayor and council member. During their terms of office, and for a period of one year thereafter, neither the mayor nor a council member may hold any compensated position in the city government, except that of volunteer fireman. The mayor or any council member who is no longer a resident of the city shall cease to hold office.

#### **Section 10-2.- Three-year terms—Election at large—Nonpartisan elections.**

~~At the regular election in 1995, a mayor and three council members (Seats A, B and C) shall be elected.~~

~~The person elected to Seat A in 1995 shall serve for a two year term. Other than the council member elected to Seat A in 1995, all council members shall be elected to serve three year terms. The mayor shall be elected to serve a two year term. At the regular election in 1996, and every three years thereafter, two council members will be elected (Seats D and E). At the regular election in 1997, and every three years thereafter, three council members (Seats F, G and A) will be elected.~~ **The term of each Council member shall be three years and shall continue until a successor has been elected and qualified. The term of the mayor shall be three years and shall continue until a successor has been elected and qualified.** If there are any council member seats vacant after an election year (because of failure of candidates to file or qualify or for other cause), then a drawing shall be held at a council meeting under its direction to determine which of the ~~two or three~~ council members whose terms are about to expire shall continue to serve. If there is only one council member whose term is about to expire, and who has not been re-elected, that member shall continue to serve in such case.

The term of office for the mayor and council members shall begin on the first day after the council certifies the election results. If the mayor-elect or a council member-elect fails to qualify within 30 days after the beginning of a term of office, the election of the mayor or council member shall be void. No person who has been elected mayor or council member, as the case may be, for two consecutive terms shall again be eligible to hold that office, until the regular election in the year following the year in which that person's second consecutive term expired. A council member who has served two consecutive terms will not be placed on the ballot for any seat on the council until the regular election in the year following the year in which their second term expires. ~~This limitation shall not apply to the mayor or council members in office at the time this charter is approved until after their current term of office has expired.~~

The mayor and council members shall be elected at large, by the greatest number of votes cast, ~~and not less than forty (40) percent of the votes, and~~ Votes shall be cast by secret ballot. The election shall be non-partisan, and no party designation or emblem shall be placed on the ballot.

**Section 10-4. - Voting—Who elected.**

~~Every qualified voter of the city shall be entitled to vote for one candidate for mayor and for one candidate for each council seat. On the ballots between the title of the office or council seat and the names of the candidates, shall be printed the instruction "Vote for one." A voter may also write in the name of, and vote for, a person whose name does not appear on the ballot. The candidate receiving the greatest number of votes cast, and not less than forty (40) percent of the total votes cast for the office of mayor or for a council seat, as the case may be, shall be elected. If no candidate for the office of mayor or for a council seat, as the case may be, receives the greatest number of votes cast, and not less than forty (40) percent of the votes cast for the office or seat, a runoff election shall be held within three weeks after the date of certification of the election for which the runoff election is required, and notice of the runoff election shall be published at least twenty (20) days before the runoff election date. The runoff election shall be between two candidates receiving the highest and next highest number of votes for the office or council seat, as the case may be. The candidate receiving the greatest number of votes in the runoff election shall be elected. In case of a tie, the election shall be determined fairly by a drawing from among the candidates tying, in a meeting of the council and under its direction.~~

Section 2. The proposition, both for paper ballots and machine ballots, shall be printed on a ballot and the following words shall be added as appropriate and next to a space provided for marking the ballot for voting by hand or machine:

Proposition No. 1

Yes ☐

No ☐

Section 3. This Resolution shall become effective upon passage and approval. Proposition No. 1 shall become effective upon approval by the majority of qualified voters at a regular or special City election held not less than two months after passage of this resolution.

**PASSED AND APPROVED THIS 3<sup>rd</sup> DAY OF MAY 2023.**

\_\_\_\_\_  
David Allison, Mayor

ATTEST:

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



**AGENDA ITEM 13**  
**City Council Meeting Date: 5/3/2023**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Duncan Chisholm, Director Parks & Recreation

**DATE:** 04/25/2023

**ITEM:** Parks and Recreation Vehicle Purchase via Community Leasing Partners

**NEXT STEP:** Council approval of Resolution 05-23-17

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☐ ORDINANCE  
☐ MOTION

☒ RESOLUTION  
☐ INFORMATION

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**I. REQUEST OR ISSUE:** To approve the purchase of one (1) 2023 Ford Transit 250 AWD Cargo Van secured from Kendall Ford of Marysville, WA for the Parks and Recreation Department through a sole source contract with Community Leasing Partners.

*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 because of the unique professional services offered government entities by Community Leasing Partners, an organization that will meet the City's needs for purchasing the vehicle with a zero-down payment at a fixed rate, with financing spread out 5 years at \$16,992.17 annually.

**II. RECOMMENDED ACTION / NEXT STEP:** Council suggested motion “to approve resolution 05-23-17, a resolution of the council of the City of Cordova, Alaska, authorizing the City to lease with an option to purchase one vehicle from Community Leasing Partners for an amount not exceeding \$72,370.36 and to appropriate \$16,992.17 for the 2024 payment of that lease with option to purchase and approving the use of sole source procurement through the innovative procurement method to lease the vehicle with the option to purchase.

**III. FISCAL IMPACTS:** This contract is partially funded thorough the capital budget approved by resolution 02-23-06 and through the annual appropriations process, and with the approval of using Community Leasing Partners for a five-year lease/purchase arrangement.

**IV. BACKGROUND INFORMATION:** The Cordova Parks and Recreation Department utilizes several vehicles to maintain parks and recreation facilities and assets throughout the city. The department has a 1993 Chevrolet Astro 4x4 cargo van which has deteriorated to a point where it is unreliable and not fit-for-service. The vehicle has water tightness and rust issues and the cost of maintaining the vehicle outweighs its value. An enclosed vehicle is a critical part of our ability to service our properties and transport materials in wet weather. The Astro Van currently has a book value of \$1,620.

Staff is recommending the purchase of a 2023 Ford Transit 250 AWD Cargo Van that will be maintained on a dealer recommended schedule, and all maintenance and repairs will be documented. The vehicle will be outfitted with a cargo van package including shelving in the cargo area. This vehicle is AWD (all-wheel drive) and therefore is better suited to winter driving conditions. Alternative manufacturers’ models only offer FWD (front wheel drive) or RWD (real wheel drive) options.

Kendall Ford of Marysville offered the best overall solution for the department to replace the Astro Van. The price agreed is inclusive of fit-out to our requirements and shipping from Seattle to Cordova.

The vehicle will be purchased under a lease-purchase agreement with Community Leasing Partners allowing City to spread the cost of the vehicles over five years with City appropriating payments annually during the budget approval process. The first payment of \$16,992.17 will be due March 1, 2024. Community Leasing Partners will pay Kendall Ford of Marysville for the final contract price.

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

**CITY OF CORDOVA, ALASKA  
RESOLUTION 05-23-17**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AUTHORIZING THE CITY TO LEASE WITH AN OPTION TO PURCHASE ONE VEHICLE  
FROM COMMUNITY LEASING PARTNERS FOR AN AMOUNT NOT EXCEEDING  
\$72,370.26 AND TO APPROPRIATE \$16,992.17 FOR THE 2024 PAYMENT OF THAT LEASE  
WITH OPTION TO PURCHASE AND APPROVING THE USE OF SOLE SOURCE  
PROCUREMENT THROUGH THE INNOVATIVE PROCUREMENT METHOD TO LEASE  
THE VEHICLES WITH THE OPTION TO PURCHASE**

**WHEREAS**, pursuant to the provision of State law and of the Cordova City Code, the City has determined that it is in the best interest of the City to acquire one vehicle (the “Equipment”) for use at the Parks and Recreation Department; and

**WHEREAS**, Community Leasing Partners have offered to lease Equipment to the City with an option to purchase at the end of the lease; and

**WHEREAS**, the City Manager has determined that Kendall Ford of Marysville, WA was identified and selected as the vendor; and only one program offering the lease with option to purchase that lawfully permits the City to allocate the cost of the Equipment over multiple years without creating indebtedness for the City, warranting the use of innovative procurement via sole source procurement for the purchase of the Vehicles.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF CORDOVA:**

**Section 1. Purpose.** The purpose of this Resolution is to authorize the acquisition of equipment by lease under a lease purchase agreement between the City and Community Leasing Partners.

**Section 2. Authorization for the Acquisition of Equipment by Lease.** Cordova City Council hereby authorizes the lease and option to purchase the Equipment and approves and appropriates \$16,992.17 for the first-year payment due in FY24 for the lease with option to purchase of the Equipment.

**Section 3. Option Purchase Price.** The City shall have the option to purchase the Equipment upon thirty (30) days written notice to Lessor by paying to Lessor the Option Purchase Price.

**Section 4. Rental Payments Subject to Appropriation and Constitute current Expense of the City.** The obligation of the City to make payments for the lease or purchase of the Equipment shall be subject to appropriation by City Council and constitute a current expense of the City. This obligation shall not in any way be construed to be a debt of the City in contravention of applicable constitutional or statutory limitations or requirements concerning the creation of indebtedness by the City nor shall this obligation constitute a pledge of the general tax revenues, funds or monies of the City.

**Section 5. Non-Appropriation.** In the event sufficient funds are not appropriated for payment of payments required to be paid during the term of the Lease, and if the City has no funds legally available for payments from other sources, the lease shall terminate as to the Equipment for which funds are not available and the City shall not be obligated to make payments beyond the then current fiscal year for which funds have been appropriated.

**Section 6. General Authorization.**

A. The Mayor, City Clerk, City Manager, and each of the other appropriate officers of the City are each hereby authorized and directed to execute the lease purchase agreement and to execute such letters, certificates, contracts, amendments, other agreements, papers, financing statements, assignments or instruments as in their judgment may be necessary, appropriate or desirable in order to carry out the terms and provisions of, and complete the transactions contemplated by this Resolution.

B. The City Manager and her designee(s) are authorized to lease additional Equipment with an option to purchase under the Lease when funding for the Equipment lease has been approved by Council and the leasing of the particular Equipment has been approved in accordance with applicable provisions of the Cordova Municipal Code.

**Section 7. Effective Date.** This Resolution shall become effective immediately upon adoption.

**PASSED AND APPROVED THIS 3<sup>rd</sup> DAY OF MAY 2023.**

\_\_\_\_\_  
David Allison, Mayor

ATTEST:

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

## **Pending Agenda (PA) Primer**

### **What is Pending Agenda?**

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

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

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

### **How do you get something ON Pending Agenda?**

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

### **How do you get something OFF Pending Agenda?**

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

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

### **What is NOT appropriate for Pending Agenda?**

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

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





# City Council of the City of Cordova, Alaska

## Pending Agenda

### May 3, 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 revised |
|---|-----------------------------|
| 1) City addressing - ongoing project 2023   | 11/4/2020                   |
| 2) Public Safety Resources - discussion   | 1/20/2021                   |
| 3) Ordinance change ( <b>Title 4</b> ) before a new CBA gets negotiated - so Council has a role in approval process | 2/17/2021                   |
| 4) Council discussion about incentives for investment in Cordova  | 11/3/2021                   |
| 5) Revenues/financial planning/sales tax cap discussion   | 12/1/2021                   |
| 6) Res to legislature supporting adoption of stricter punishment for drug sales that cause overdose deaths          | 6/15/2022                   |
| 7) Alaska Mariculture Alliance - city rep appointment after bylaw changes - update from Mayor                       | 9/21/2022                   |
| 8) Facility condition assessments part 2 work session (did P&R on 4-19-23) - summer 23                              | 4/19/2023                   |
| 9) City Code re: procurement, Manager spending limit trigger in a code provision                                    | 4/19/2023                   |

| B. Resolutions, Ordinances, other items that have been referred to staff  | date referred |
|---|---------------|
| 1) <b>Disposal of PWSSC Bldg</b> - referred until more of a plan for north harbor so the term of RFP would be known | 1/19/2022     |
| 2) Disposal of <b>ASLS 79-258</b> - motion to put out for proposals was referred to staff after an e.s.             | 9/16/2020     |
| 3) <b>Res 12-18-36</b> re E-911, will be back when a plan has been made   | 12/19/2018    |

| C. Upcoming Meetings, agenda items and/or events: with specific dates   |
|---|
| 1) 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:<br><div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span><b>7/20/2023</b></span> <span><b>10/18/2023</b></span> <span><b>1/17/2024</b></span> <span><b>4/17/2024</b></span> </div> |
| 3) Joint City Council and School Board Meetings - twice per year, May & October<br>6pm before Council mtg <b>5/1/2024</b> <span style="float: right;">6pm @ CHS before Sch Bd mtg <b>Oct. or Nov. 2023</b></span>   |
| 4) Clerk's evaluation - each year in <b>Feb</b> (before Council changeover after Mar election) - next <b>Feb '24</b>  |
| 5) Manager's evaluation - each year in <b>Jan</b> - next one Jan '24  |
| 6) In <b>May</b> each year City will provide public outreach regarding beginning of bear season   |
| 7) Council <u>worksession</u> about housing shortage/progress staff has made towards solutions - <b>5/17/23 @ Noon</b>  |
| 8) Joint City Council-Harbor Commission Meeting - sometime during <b>2Q 2023</b>  |
| 9) Code update of Chapter 5.40 Sales Tax - Work Session with attorney - <b>spring/summer 2023</b>   |

photo by Wendy Ranney



8/3/2022

|    |   |                                     |               |
|----|---|-------------------------------------|---------------|
| 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

### May 3, 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)  
3-vacant (processor rep)  
5-Chelsea Haisman (fish union/CDFU)
- 2-Jeremy Botz (ADF&G)  
4-Jim Holley (marine transportation/AML)  
6-Tommy Sheridan (aquaculture)
- 2) Cordova Trails Committee:**  
re-auth res 11-18-29 app 11/7/18  
auth res 11-09-65 app 12/2/09
- 1-Elizabeth Senear  
3-Dave Zastrow  
5-Wendy Ranney
- 2-Toni Godes  
4-Ryan Schuetze  
6-Michelle Hahn
- 3) Fisheries Development Committee:**  
authorizing resolution 12-16-43  
reauthorization via Res 11-19-51  
approved 11/20/2019
- 1-Warren Chappell  
4-Gus Linville  
7- Ron Blake
- 2-Andy Craig  
5-vacant  
8- John Whissel
- 3-Bobby Linville  
6-Bob Smith

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

- 1) Prince William Sound Regional Citizens Advisory Council**  
**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 3 year term until Sept 2024  
re-appointed October 2018  
appointed February 2017-filled a vacancy

**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 15<sup>th</sup> DAY OF FEBRUARY 2023**



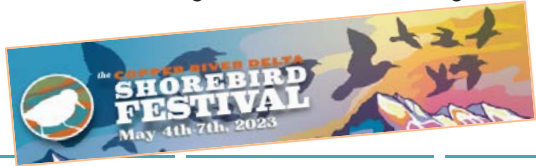





ATTEST:

David Allison, Mayor

Susan Bourgeois, CMC, City Clerk

# May 2023

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

| Sunday  | Monday  | Tuesday  | Wednesday                               | Thursday  | Friday | Saturday  |
|---|---|--|---|---|--------|---|
| 30  | 1   | 2  | 3                                       | 4   | 5      | 6   |
|   |   |  | 7:00 Council reg mtg CCAB               |    |        |   |
| 7   | 8   | 9  | 10                                      | 11  | 12     | 13  |
|   |   | 6:30 P&Z CCAB  | 6:00 Harbor Cms CCAB<br>7:00 Sch Bd HSL |   |        |  |
| 14  | 15  | 16   | 17                                      | 18  | 19     | 20  |
|  |   | 5:30 CTC Board Meeting CCER  | 12:00 Council<br>worksession CCAB       |   |        |   |
|   |   |  | 7:00 Council reg mtg CCAB               |   |        |   |
| 21  | 22  |  | 24                                      | 25  | 26     | 27  |
|   |   | CLL season starts  | 6:00 CEC Board Meeting                  |  cruise ship in town 2-10pm<br>6:00 CCMCAB HCR |        |   |
| 28  | 29  | 30   | 31                                      | 1   | 2      | 3   |
|   |  |  |   |   |        |   |
|   | City Hall Closed<br>Memorial Day<br>Holiday 5/29                                    | 6:00 P&R CCM   |   |   |        |   |
| 4   | 5   | 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

# June 2023

|                 |        |
|-----------------|--------|
| CALENDAR MONTH  | JUNE   |
| CALENDAR YEAR   | 2023   |
| 1ST DAY OF WEEK | SUNDAY |

| Sunday  | Monday | Tuesday                     | Wednesday                               | Thursday   | Friday | Saturday                              |
|---|--------|-----------------------------|---|--|--------|---------------------------------------|
| 28  | 29     | 30                          | 31                                      | 1  | 2      | 3                                     |
| 4   | 5      | 6                           | 7                                       | 8  | 9      | 10                                    |
|   |        |                             | 7:00 Council reg mtg CCAB               |  |        | Copper River Nouveau @ Cordova Center |
| 11  | 12     | 13                          | 14                                      | 15   | 16     | 17                                    |
|   |        | 6:30 P&Z CCAB               | 6:00 Harbor Cms CCAB<br>7:00 Sch Bd HSL |  |        |                                       |
| HURTIGRUTEN EXPEDITIONS<br>cruise ship in town 2-10pm | 19     | 20                          | 21                                      | 22   | 23     | 24                                    |
| HAPPY FATHER'S DAY                                    |        | 5:30 CTC Board Meeting CCER | 7:00 Council reg mtg CCAB               | HURTIGRUTEN EXPEDITIONS<br>cruise ship in town 7am-4pm |        |                                       |
| 25  | 26     | 27                          | 28                                      | 29   | 30     | 1                                     |
|   |        | 6:00 P&R CCM                | 6:00 CEC Board Meeting                  | 6:00 CCMCAB HCR  |        |                                       |
| 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  
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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    |
|---------------------|--|------------------|-----------------|
| <b>Mayor:</b>       | <b>David Allison</b>   | March 1, 2022    | March-25        |
| 3 years             | <a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>               |                  |                 |
| Council members:    |  |                  |                 |
| <b>Seat A:</b>      | <b>Tom Bailer, Vice Mayor</b>  | March 1, 2022    | March-25        |
| 3 years             | <a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a> | March 5, 2019    |                 |
| <b>Seat B:</b>      | <b>Cathy Sherman</b>   | March 7, 2023    | March-26        |
| 3 years             | <a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a> | March 3, 2020    |                 |
| <b>Seat C:</b>      | <b>Kasey Kinsman</b>   | March 7, 2023    | March-26        |
| 3 years             | <a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a> |                  |                 |
| <b>Seat D:</b>      | <b>Melina Meyer</b>  | March 2, 2021    | March-24        |
| 3 years             | <a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a> | March 6, 2018    |                 |
| <b>Seat E:</b>      | <b>Anne Schaefer</b>   | March 2, 2021    | March-24        |
| 3 years             | <a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a> | March 6, 2018    |                 |
|                     |  | December 6, 2017 | elected by cncl |
| <b>Seat F:</b>      | <b>Kristin Carpenter</b>   | March 1, 2022    | March-25        |
| 3 years             | <a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a> |                  |                 |
| <b>Seat G:</b>      | <b>Ken Jones</b>   | March 1, 2022    | March-25        |
| 3 years             | <a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a> |                  |                 |

## Cordova School District School Board of Education - Elected

| length of term |  | Date Elected   | Term Expires |
|----------------|--|--|--------------|
| 3 years        | <b>Barb Jewell, president</b>  | Mar 1, 2022, Mar 5, 2019, Mar 1, 2016, Mar 5, 2013                           | March-25     |
|                | <a href="mailto:bjewell@cordovasd.org">bjewell@cordovasd.org</a>     |  |              |
| 3 years        | <b>Henk Kruithof</b>   | March 2, 2021  | March-24     |
|                | <a href="mailto:hkruithof@cordovasd.org">hkruithof@cordovasd.org</a> |  |              |
| 3 years        | <b>Terri Stavig</b>  | March 1, 2022  | March-25     |
|                | <a href="mailto:tstavig@cordovasd.org">tstavig@cordovasd.org</a>     |  |              |
| 3 years        | <b>Peter Hoepfner</b>  | Mar 2, 2021, Mar 6, 2018, Mar 3, 2015, Mar 6, 2012, Mar 3, 2009, Mar 7, 2006 | March-24     |
|                | <a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a> |  |              |
| 3 years        | <b>David Glasen</b>  | March 7, 2023  | March-26     |

|                                    |               |
|------------------------------------|---------------|
| seat up for re-election in Mar '24 | <b>vacant</b> |
| 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        | <b>Linnea Ronnegard, Chair</b><br><a href="mailto:CCMCBoardSeatC@cdvcmc.com">CCMCBoardSeatC@cdvcmc.com</a> | Mar 2, 2021<br>Mar 6, 2018      | March-24     |
| 3 years        | <b>Ann Linville</b><br><a href="mailto:CCMCBoardSeatA@cdvcmc.com">CCMCBoardSeatA@cdvcmc.com</a>            | March 1, 2022                   | March-25     |
| 3 years        | <b>Chris Iannazzone</b><br><a href="mailto:CCMCBoardSeatB@cdvcmc.com">CCMCBoardSeatB@cdvcmc.com</a>        | March 7, 2023<br>March 24, 2022 | March-25     |
|                |  | elected by board                |              |
| 3 years        | <b>Liz Senear</b><br><a href="mailto:CCMCBoardSeatD@cdvcmc.com">CCMCBoardSeatD@cdvcmc.com</a>              | March 2, 2021                   | March-24     |
| 3 years        | <b>Kelsey Appleton Hayden</b><br><a href="mailto:CCMCBoardSeatE@cdvcmc.com">CCMCBoardSeatE@cdvcmc.com</a>  | March 7, 2023<br>March 3, 2020  | March-26     |

## Library Board - Appointed

| length of term |                                | Date Appointed                          | Term Expires |
|----------------|--------------------------------|---|--------------|
| 3 years        | <b>Mary Anne Bishop, Chair</b> | Nov '06, '10, '13,<br>'16, '19, Dec '22 | November-25  |
| 3 years        | <b>Debra Adams</b>             | Dec '21                                 | November-24  |
| 3 years        | <b>Sherman Powell</b>          | June '18, Feb '20, Jan '23              | November-25  |
| 3 years        | <b>Arisa Pearson</b>           | December-20                             | November-23  |
| 3 years        | <b>Krysta Williams</b>         | Feb '18, Dec '20                        | November-23  |

## Planning Commission - Appointed

| length of term |                              | Date Appointed              | Term Expires |
|----------------|------------------------------|-----------------------------|--------------|
| 3 years        | <b>Kris Ranney</b>           | Dec '22                     | November-25  |
| 3 years        | <b>Mark Hall, Vice Chair</b> | Nov '19, Dec '22            | November-25  |
| 3 years        | <b>Sarah Trumblee</b>        | Dec '20                     | November-23  |
| 3 years        | <b>Tania Harrison, Chair</b> | Mar '22                     | November-24  |
| 3 years        | <b>Tom McGann</b>            | Feb '21                     | November-23  |
| 3 years        | <b>Chris Bolin</b>           | Sep '17, Nov '18<br>Dec '21 | November-24  |
| 3 years        | <b>Trae Lohse</b>            | Nov '18, Dec '20            | November-23  |

seat up for re-election in Mar '24

**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

## Harbor Commission - Appointed

| length of term |                          | Date Appointed                        | Term Expires |
|----------------|--------------------------|---------------------------------------|--------------|
| 3 years        | <b>Mike Babic</b>        | Nov '17, Dec '20                      | November-23  |
| 3 years        | <b>Andy Craig, Chair</b> | Nov '16, '19 & Dec '22                | November-25  |
| 3 years        | <b>Max Wiese</b>         | Mar '11, Jan '14,<br>Nov '17, Dec '20 | November-23  |
| 3 years        | <b>Ken Jones</b>         | Feb '13, Nov '16,<br>Nov '19, Dec '22 | November-25  |
| 3 years        | <b>Christa Hoover</b>    | Dec '21                               | November-24  |
| 3 years        | <b>Kate Laird</b>        | Apr '23                               | November-24  |
| 3 years        | <b>Tommy Sheridan</b>    | Sept '22                              | November-24  |

## Parks and Recreation Commission - Appointed

| length of term |                            | Date Appointed                         | Term Expires |
|----------------|----------------------------|--|--------------|
| 3 years        | <b>Wendy Ranney, Chair</b> | Aug '14, Nov '15,<br>Nov '18, Dec '21  | November-24  |
| 3 years        | <b>Henk Kruithof</b>       | Nov '19, Dec '22                       | November-25  |
| 3 years        | <b>Aaron Hansen</b>        | Dec '21                                | November-24  |
| 3 years        | <b>Kirsti Jurica</b>       | Nov '18, Dec '21                       | November-23  |
| 3 years        | <b>Marvin VanDenBroek</b>  | Feb '14, Nov '16,<br>Nov '19, Dec '22  | November-25  |
| 3 years        | <b>Jason Ellingson</b>     | Mar '23                                | November-25  |
| 3 years        | <b>Dave Zastrow</b>        | Sept '14, Feb '15,<br>Nov '17, Dec '20 | November-23  |

## Historic Preservation Commission - Appointed

| length of term |  | Date Appointed               |               | Term Expires |
|----------------|--|------------------------------|---------------|--------------|
| 3 years        | <b>Kris Ranney, PC member</b>                  | Mar '23                      | appt'd by PC  | November-25  |
| 3 years        | <b>Heather Hall, professional member</b>       | Aug '16, Feb '20,<br>Mar '23 |               | November-25  |
| 3 years        | <b>Sylvia Lange, NVE member</b>                | Nov '22, Nov '19             | appt'd by NVE | November-25  |
| 3 years        | <b>Christy Mog, professional member</b>        | Apr '22                      |               | November-23  |
| 3 years        | <b>Wendy Ranney, historical society member</b> | Nov '18, Dec '21             |               | November-24  |
| 3 years        | <b>Nancy Bird, professional member</b>         | Nov '17, Nov '18<br>Dec '21  |               | November-24  |
| 3 years        | <b>Jim Casement, public member</b>             | Nov '17, Dec '20             |               | November-23  |

seat up for re-election in Mar '24

**vacant**

board/commission chair

seat up for re-appt in Nov '23