

Mayor

David Allison

Council Members

Tom Bailer

Cathy Sherman

Kasey Kinsman

Wendy Ranney

Anne Schaefer

Kristin Carpenter

Ken Jones

Interim City Manager

Samantha Greenwood

City Manager

Helen Howarth

City Clerk

Susan Bourgeois

Deputy Clerk

Tina Hammer

**Regular City Council Meeting
January 3, 2024 @ 7:00pm
Cordova Center Community Rooms**



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, Wendy Ranney, 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 Speaker - none
2. Audience comments regarding agenda items..... **(3 minutes per speaker)**
3. Chairpersons and Representatives of Boards and Commissions **(Hospital Board, School Board, etal)**
4. Student Council Report - none

G. Approval of Consent Calendar

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of Council member Kasey Kinsman from the December 20, 2023 Regular Meeting.

H. Approval of Minutes – None

I. Consideration of Bids/Proposals/Contracts – none

J. Reports of Officers

6. Mayor's Report
7. City Manager's Report
 - a. South Harbor Project Update, Special Projects **Collin Bronson**
8. City Clerk's Report – notice of voter registration, offices to be filled..... **(page 1)**
how to declare candidacy for March 5, 2024 Regular City Election

K. Correspondence..... (see primer for description page 2)

9. 12-21-23 Email from K Backlund re vessel in North Harbor **(page 3)**

L. Ordinances and Resolutions

10. Ordinance 1213..... **(voice vote)(page 4)**

An ordinance of the Council of the City of Cordova, Alaska authorizing the transfer of \$132,233 from the General Reserve Fund (Permanent Fund) to the Refuse Enterprise Fund for the purchase of a Refuse Roll On / Roll Off Hook Truck – 2nd reading

- 11. Ordinance 1214..... (voice vote)(page 7)**
An ordinance of the Council of the City of Cordova, Alaska amending Cordova Municipal Code Section 6.05.040 by removing the cost of business licenses from the City Code and clarifying that those will now be found in the City fee schedule– 2nd reading
- 12. Resolution 01-24-01..... (voice vote)(page 10)**
A resolution of the Council of the City of Cordova, Alaska designating Capital Improvement Projects

M. Unfinished Business - none

N. New & Miscellaneous Business

- 13. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 16)**

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

**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**

City of Cordova

REGULAR CITY ELECTION

Tuesday March 5, 2024

- Voter Registration Information
- Offices to be Filled
- How to Declare Candidacy

You may register online at elections.alaska.gov or voter registration applications may be obtained at City Hall

Voter Registration

To be qualified to vote in a Regular or Special City Election, a voter must be:

- A.** Qualified to vote in State Elections and registered to vote in State Elections at a residence address within the City limits of Cordova at least thirty days immediately preceding the City Election (by Sunday February 4, 2024);
- B.** A resident of the City for thirty days immediately preceding the City Election (by Sunday February 4, 2024); and
- C.** Not disqualified under Article V of the Alaska Constitution.

To Elect:

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

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

To Elect:

Two (2) **School Board Members** * for Two (2) Regular, Three (3) Year Terms

To Elect:

Two (2) **Hospital Services Board Members** * for Two (2) Regular, Three (3) Year Terms

To Declare Candidacy: Any qualified voter who meets the residency and age requirements of the elective office must file, not earlier than the date of first posting of this notice (Tuesday December 19, 2023) and at least by 30 days before the election (by Monday February 5, 2024), with the city clerk, a sworn declaration of candidacy using the declaration of candidacy form that applies to the office for which he or she is a candidate in order for the voter's name to appear on the ballot as a candidate for that elective office.

Residency requirements: Mayor, City Council, and School Board: One year immediately preceding the election. Hospital Services Board: One year immediately preceding the election and able to meet the requirements in Cordova Municipal Code 15.20.010.

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

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

What gets published in Council packets as Correspondence?

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

What does not get published in Council packets as Correspondence?

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

More information about items not subject to publication:

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

Suggestions concerning correspondence:

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

From: Ksbacklund <ksbacklund@protonmail.com>

Sent: Thursday, December 21, 2023 10:26:35 AM

To: David Allison <mayor@cityofcordova.net>; Tom Bailer <CouncilSeatA@cityofcordova.net>; Cathy Sherman <councilseatb@cityofcordova.net>; Kasey Kinsman <councilseatc@cityofcordova.net>; Wendy Ranney <councilseatd@cityofcordova.net>; Anne Schaefer <councilseate@cityofcordova.net>; Kristin Carpenter <councilseatf@cityofcordova.net>; Ken Jones <councilseatg@cityofcordova.net>

Cc: governor@gov.state.ak.us <governor@gov.state.ak.us>

Subject: Family With Three Young Kids, Living on Vessel, Kicked Out of Harbor Just Before Christmas

Dear Mayor and Council Seat Members,

I'm writing to request assistance with finding a safe solution for a family with three children in the Cordova School system. Koal and Tori Backlund and their children have been living on the Pandalus in the Cordova Harbor since September of this year.

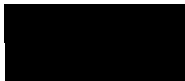
Now due to the harbor rebuild, they have been forced out of the harbor, after having purchased a year's moorage. They now have to anchor outside the harbor and run the girls into school every day.

This is not a safe long-term solution, especially in winter with the inevitable severe winds and storms.

Please look into this situation and help find an acceptable solution.

I recently visited Cordova, and my son Koal and my grandchildren and I greatly enjoyed your lovely town. I was very impressed with your library and I know that Koal and Tori and grandchildren love Cordova and the friends they have made there.

Contact: Koal Backlund
Tori Backlund

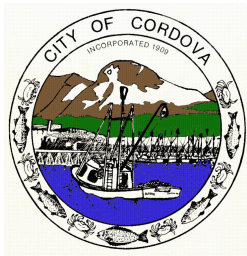


Thank you for your time, consideration, and hopefully timely solution to this situation.

Merry Christmas to you all and a Happy New Year.

Karla Backlund





AGENDA ITEM 10
City Council Public Hearing & Regular Meeting Date: 01/03/24
CITY COUNCIL COMMUNICATION FORM

FROM: Kevin Johnson, City Planner / Acting Public Works Director
DATE: 12/13/23
ITEM: Transfer of Funds from Permanent Fund to Purchase an International HV613 Roll On / Roll Off Hook Lift Truck, funds to be paid back with interest – Second Reading
NEXT STEP: Vote on Ordinance 1213

☒ ORDINANCE
☐ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: Staff suggests the following motion: “I move to adopt Ordinance 1213”

II. BACKGROUND: The Refuse Division desperately needs to replace its 24-year-old Roll On / Roll Off Hook Truck. The gauges read 5,759 hours and 151,141 miles but both have not worked in the past 5 years so actual hours and mileage are much higher.

This is currently the only truck in Refuse’s fleet capable of hauling the 20 cubic yard roll-off boxes used to collect construction and demolition material, scrap metal, and glass at the Whitshed Transfer Station to the 17 Mile Landfill; as well as cardboard from the collection point on Harbor Loop Road and multiple canneries to the burn pile. The truck is also used to place rented 20 cubic yard containers around town at construction sites and large cleanup projects. In addition to its use hauling refuse material the truck is also used as a dump truck at the landfill to haul gravel to be used as daily cover material from the gravel pit to the two active landfill cells.

In 2022 the truck made 256 trips to the landfill and year to date in 2023, 231 trips have been made. This truck is vital to Refuse operations.

After researching what truck would be a suitable replacement for the job and what is available on the market, Refuse has determined that the best option both in price and vehicle will cost \$250,233. More information on this is available in the memo for Resolution 12-23-36 in the 12-20-23 Regular Meeting packet.

After reviewing financing options, staff believes the most financially responsible option for both the Refuse Division and the City as a whole, would be to take a loan out of the Permanent Fund to help purchase the vehicle. The City would transfer \$132,233 from the Permanent Fund and the Refuse Division would add \$118,000 (\$75K ARPA money, \$43K from the sale of equipment) and these

combined funds would be used to pay RWC International, Ltd. the full \$250,233 for the truck. The loan of \$132,233 would be paid back with five (5) annual payments over a period of five (5) years at an interest rate of 5%. This would generate \$20,970.27 in interest. The loan amortization schedule would be as follows:

	Beginning Balance	Interest	Principal	Ending Balance
1	\$132,233.00	\$6,765.29	\$23,875.36	\$108,357.64
2	\$108,357.64	\$5,543.78	\$25,096.87	\$83,260.77
3	\$83,260.77	\$4,259.78	\$26,380.88	\$56,879.89
4	\$56,879.89	\$2,910.08	\$27,730.57	\$29,149.32
5	\$29,149.32	\$1,491.33	\$29,149.32	-\$0.00

III. SUMMARY AND ALTERNATIVES: The Refuse Division has determined that there is a need to replace the sole Roll On / Roll Off Hook Truck that has been used for the past 23 years. The Refuse Division requests that the City Council authorize that the money necessary to purchase the new truck be loaned from the Permanent Fund. The loan will be paid back with interest over the next five years.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1213**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE TRANSFER OF \$132,233 FROM THE GENERAL RESERVE
FUND (PERMANENT FUND) TO THE REFUSE ENTERPRISE FUND FOR THE
PURCHASE OF A REFUSE ROLL ON / ROLL OFF HOOK TRUCK**

WHEREAS, the Council of the City of Cordova, Alaska, will adopt the City Budget and appropriate funds for FY24 for the period of January 1, 2024 to December 31, 2024 before the end of 2023; and

WHEREAS, additional interfund transfers pursuant to this Ordinance are intended to provide a source of money to pay for additional budget appropriations as follows; and

Fund #	Fund Title	Purpose	Amount
505-390-49998	Transfer from Permanent Fund	Refuse Hook Truck	\$132,233
	Total		\$132,233

WHEREAS, the Refuse Division has \$118,000 to contribute to the purchase of the vehicle, by using existing ARPA funds and proceeds from the sale of the Refuse Division excavator; and

WHEREAS, the additional amount required to equal the full price of the vehicle, \$132,233, will be loaned from the Permanent Fund and then paid back to the Permanent Fund by the Refuse Division with five (5) annual payments over a period of five (5) years at an interest rate of 5%, generating \$20,970.27 in interest for the Permanent Fund.

NOW, THEREFORE BE IT ORDAINED that the Council of the City of Cordova, Alaska, hereby authorizes the transfer of \$132,233 from the General Reserve Fund (Permanent Fund) to the Refuse Enterprise Fund for the purchase of capital equipment.

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

1st reading and Public Hearing: December 20, 2023

2nd reading and Public Hearing: January 3, 2024

PASSED AND APPROVED THIS 3rd DAY OF JANUARY 2024

David Allison, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



Agenda Item 11
City Council Meeting Date: 1/3/24
City Council Communication Form

FROM: Susan Bourgeois, CMC, City Clerk
DATE: 12/13/23
ITEM: Ordinance 1214
ACTION: Amending CMC 6.05.040 Business Licenses

☒ Ordinance
☐ Resolution

☐ Motion
☐ Information

I. REQUEST OR ISSUE: Ordinance 1214 removing the costs of business license from City Code and placing them in the fee schedule.

II. RECOMMENDED ACTION: adoption of Ordinance 1214

III. FISCAL IMPACTS: Finance department has suggested increases in business license fees which haven't changed in 15+ years. Increases have been put in the fee schedule, but it was then realized they are also in code, this changes that so in the future they will be in the fee schedule instead.

IV. BACKGROUND INFORMATION: For uniformity we are trying to remove fees from the City Code and have them all more accessible in the fee schedule instead. Business licenses are billed for renewals in November so this ordinance will be effective timely for the 2025 renewals to be sent out. Any new businesses over the course of 2024 will pay the new fees after the effective date of this ordinance and the old fees before the effective date.

V. SUMMARY AND ALTERNATIVES: Council could vote to adopt the ordinance, amend the ordinance or defeat the ordinance.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1214**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING
CORDOVA MUNICIPAL CODE SECTION 6.05.040 BY REMOVING THE COST OF BUSINESS
LICENSES FROM THE CITY CODE AND CLARIFYING THAT THOSE WILL NOW BE
FOUND IN THE CITY FEE SCHEDULE**

WHEREAS, the Council of the City of Cordova annually approves a resolution that sets all City fees, rates, and charges for the next fiscal year, often at the same time the Council is approving that same fiscal year's operating budget; and

WHEREAS, it is important to be consistent in setting such fees, rates, and charges, and to make it clear to the public and City staff where those fees, rates, and charges, are located; and

WHEREAS, fees for City Business Licenses currently are in City Code and it would be prudent to remove them from the City Code and instead set them annually in the fee, rate, and charges setting resolution; and

WHEREAS, the definitions, requirements, application procedures and all other aspects of City Business Licensing will remain in the Cordova Municipal Code, but the actual dollar amount set for the purchase of business licenses will be removed and placed in the fee schedule;

NOW, THEREFORE, it is ordained as follows:

Section 1. Cordova Municipal Code Section 6.05.040 Application for business license; fees, is hereby amended to read as follows:

6.05.040 Application for business license; fees.

- A. An application for a business license is submitted to the finance director on a form approved by the finance director and shall be accompanied by the fee ~~required under subsection C of this section~~ **determined by Council resolution**. The application shall include the following information, and any additional information that the finance director may reasonably require:
1. The name of the applicant.
 2. The name under which the applicant will engage in business in the city.
 3. The applicant's mailing address, telephone number and email address.
 4. The street address and legal description of each location in the city where the applicant will engage in business.
 5. If the applicant is not a natural person, the applicant's type of organization, and the jurisdiction under whose laws the applicant was organized.
 6. A description of each line of business in which the applicant will engage in the city.
 7. Proof that the applicant has a current business license issued by the State of Alaska for each line of business in which the applicant will engage in the city.
- B. An application for a special annual public event business license is submitted to the finance director on a form approved by the finance director and shall be accompanied by the fee ~~required under subsection C of this section~~ **determined by Council resolution**. The application shall include the

~~Deleted language is stricken through and~~ **added language is bold and underlined**

following information, and any additional information that the finance director may reasonably require:

1. The name of the applicant.
 2. The name under which the applicant will engage in business in the city.
 3. The applicant's mailing address, telephone number and email address.
 4. The name of the special annual public event at which the applicant will engage in business.
 5. If the applicant is not a natural person, the applicant's type of organization, and the jurisdiction under whose laws the applicant was organized.
- C. The fee for a business license is ~~thirty-five dollars~~ **determined by Council resolution**; provided, that the fee for a business license for each line of business in which an applicant engages in excess of one ~~shall be twenty-five dollars~~ **is determined by Council resolution**. Fees are not prorated if the business license is issued after the calendar year commences. The fee for a special annual public event business license is ~~twenty-five dollars~~ **determined by Council resolution**.

Section 2. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading: December 20, 2023

2nd reading and public hearing: January 3, 2024

PASSED AND APPROVED THIS 3rd DAY OF JANUARY 2024.

David Allison, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

~~Deleted language is stricken through and~~ **added language is bold and underlined**



Agenda Item # 12
City Council Meeting Date: 01/03/2024
City Council Communication Form

FROM: Staff

DATE: 12/27/23

ITEM: Resolution 01-24-01

ACTION: Updating Council's CIP List Resolution

☐ Ordinance
☒ Resolution

☐ Motion
☐ Information

I. REQUEST OR ISSUE: The Council has asked to see this federal/state CIP prioritized list quarterly – the last CIP list resolution approved was Resolution 02-23-03 on February 1, 2023. The staff is providing a list of IP projects that has been updated from 2023. I removed the projects that are funded

Port and Harbor Renovations

- a. South Harbor replacement (G, H & J floats priority)

Road Improvements / ADA Sidewalk Improvements

- a. Second Street

II. RECOMMENDED ACTION: move to approve resolution 01-24-01, then move to amend resolution 01-24-01 by adding items to the list and/or removing items from the list and/or re-ordering the list

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

IV. BACKGROUND INFORMATION: Staff has provided a list of projects/capital improvements

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

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

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

**CITY OF CORDOVA, ALASKA
RESOLUTION 01-24-01**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
DESIGNATING CAPITAL IMPROVEMENT PROJECTS**

WHEREAS, the Cordova City Council has identified several Capital Improvement projects that will benefit the citizens of Cordova, and in several cases the entirety of Prince William Sound; and

WHEREAS, the Council of the City of Cordova has identified the following Capital Improvement projects as being critical to the future well-being and economy of Cordova and the surrounding area:

1. Port and Harbor Renovations
 - a. Harbor basin expansion
 - b. General upgrades (north harbor sidewalks, waste oil building, harbor crane)
2. Upgrade Community Water Supply
 - a. Extend City water supply to 6-mile
3. Large Vessel Maintenance Facility
 - a. Shipyard building
 - b. Shipyard expansion and improvements
4. Public Safety Building
5. Road Improvements / ADA Sidewalk Improvements
 - a. 6th & 7th Streets sidewalk/drainage project
 - b. Ferry terminal sidewalk
 - c. General street and sidewalk improvements

and;

WHEREAS, some or all of these projects will be submitted to State or Federal legislators and/or agencies as Capital Improvement projects for the City of Cordova, Alaska.

NOW, THEREFORE, BE IT RESOLVED THAT the Council of the City of Cordova, Alaska, hereby designates and prioritizes the above listed projects as Capital Improvement projects.

PASSED AND APPROVED THIS 3rd DAY OF JANUARY 2024

David Allison, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk

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

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
DESIGNATING CAPITAL IMPROVEMENT PROJECTS**

WHEREAS, the Cordova City Council has identified several Capital Improvement projects that will benefit the citizens of Cordova, and in several cases the entirety of Prince William Sound; and

WHEREAS, the Council of the City of Cordova has identified the following Capital Improvement projects as being critical to the future well-being and economy of Cordova and the surrounding area:

Port and Harbor

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

Water Upgrades

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

Sewer Upgrades

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

Streets Infrastructure and Equipment

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

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

Public Safety

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

Recreational Safety and Development

Pool Infrastructure

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

Bidarki Recreation Center

- Structural Repair
- Code and Ada Compliance
- Facility Improvements

Eyak Lake Skater's Cabin

- Demolish and replace.

Playground Renovations

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

Parks Restrooms/Buildings/Structures

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

Ski Hill Improvements

Land Development

- Housing
- Cold Storage
- Harbor Basin Expansion

and;

WHEREAS, some or all of these projects will be submitted to State or Federal legislators and/or agencies as Capital Improvement projects for the City of Cordova, Alaska.

NOW, THEREFORE, BE IT RESOLVED THAT the Council of the City of Cordova, Alaska, hereby designates and prioritizes the above listed projects as Capital Improvement projects.

PASSED AND APPROVED THIS 15th DAY OF FEBRUARY 2023



David Allison, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

Staff Recommendations - Not Prioritized

1. Port and Harbor Renovations
2. North Harbor Efficiency and Safety Improvements
 1. Stabilize Breakwater Ave through sheet piling to create usable uplands for industrial, commercial, Harbor and associated uses.
 2. Improve pedestrian safety by creating a sidewalk and boardwalk system to navigate between the north and south harbors.
 3. Provide additional cranes, laydown areas, and in harbor fuel services
3. Large Vessel Maintenance Facility
 1. Shipyard building
 2. Shipyard expansion and improvements
4. Waste Oil Building
5. Harbor Basin Expansion
6. Improve water delivery during peak water usage
 1. Booster station at Murchison tank to improve water delivery during peak flow
 2. Build a permanent siphon at Crater lake to improve water delivery during peak flow
 3. Upgrade piping infrastructure
 4. Upgrade pumps stations and equipment
7. Water
 1. Feasibility Study services and Fire Protection (hydrants) to Outlying Areas
 2. Water distribution upgrades
8. New Public Safety Building
 1. Preliminary Site engineering
 2. Prep Site
9. Replace Ski Hill Radio Shed
10. Repair Mile 4 Substation Foundation
11. E-911 Implementation
 1. Acquire and integrate new hardware to fully utilize the new E-911 addressing
 2. Replace Failing RMS
 3. Replace Dispatch Console
12. Pool Infrastructure
 1. Door and siding replacements and CMU joint repairs
 2. Pool cover replacement
 3. Pool Roof replacement

4. Ventilation remodel/replacement
 5. Electrical distribution system replacement
 6. ADA compliance and parking area re-grade
13. Eyak Lake Skater's Cabin
 1. Demolish and replace.
14. Bidarki Recreation Center
 1. Structural Repair
 2. Code and ADA Compliance
 3. Facility improvements
15. Playground Renovations
 1. Replacement of swing set at Noel Pallas Children's Memorial Playground
16. Parks Restroom/Building/Structures
 1. Ballfield / Cordova Municipal Park Restroom/Concession Stand Code & ADA Compliance
 2. Flemming Spit Restroom Replacement
 3. Odiak Pond Boardwalk and Gazebo Code & ADA Compliance
 4. Odiak Camper Park Restrooms Code & ADA Compliance and facility improvements.
 5. Parks Maintenance Shop Code Compliance and facility improvements.
17. Streets Infrastructure and Equipment
 1. 6th & 7th Streets upgrades
 2. Chase Avenue upgrades
 3. Replace/Upgrade pedestrian walkways – 4th and Adams, Council, and 2nd street to Main
 4. Backhoe
 5. Wheeled loader
 6. Road Grader
18. Sewer upgrades
 1. Replacement/upgrade of Wastewater plant and Scada
 2. Replacement/Upgrades of Lift Stations
 3. Replacement of Force main in Odiak Slough
 4. Upgrade Pipe infrastructure



City Council of the City of Cordova, Alaska

Pending Agenda

January 3, 2024 Regular Council Meeting

A. Future agenda items - topics put on PA with no specific date for inclusion on an agenda	initially put on or revisited
1) Public Safety Resources - discussion	1/20/2021
2) Ordinance change (Title 4) to ensure Council has a role in CBA approval process	9/6/2023
3) Council discussion about incentives for investment in Cordova	11/3/2021
4) Revenues (head tax, mv fees, airline landing tax, etal) - explore alternate revenues in 2024	12/6/2023
5) Res to legislature supporting adoption of stricter punishment for drug sales that cause overdose deaths	6/15/2022
6) Alaska Mariculture Alliance - city rep appointment after bylaw changes - update from Mayor	9/21/2022
7) Facility condition assessments part 2 work session (did P&R on 4-19-23) - Oct '23	9/6/2023
8) City Code re: procurement, Manager spending limit trigger in a code provision	4/19/2023
9) In person attendance requirements for Council members - follow up fall '23	5/3/2023
10) Discuss/create a policy for established timeframes for review of City ongoing contracts	9/6/2023
11) Explore methods to capture tourism dollars by requiring arriving RVs to use paid facilities	9/6/2023

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

C. Upcoming Meetings, agenda items and/or events: with specific dates
1) Capital Priorities List, <u>Resolution 02-23-03</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: <div>1/17/2024 4/17/2024 7/17/2024 10/16/2024</div>
3) Joint City Council and School Board Meetings - twice per year, May & October 6pm before Council mtg 5/1/2024 6pm @ CHS before Sch Bd mtg Oct. or Nov. 2024
4) Clerk's evaluation - each year in Feb (before Council changeover after Mar election) - next Feb '24
5) Manager's evaluation - each year in Jan - next one Jan '24
6) In May each year City will provide public outreach regarding beginning of bear season
7) Code rewrite Titles 5 & 7 - Work Sessions with City attorneys ongoing 1Q '24
8) Each year in June Council will approve by Resolution, the School's budget and City's contribution

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
January 3, 2024 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 | 1-John Williams (fisheries educ/Mar Adv Prgm) | 2-Jeremy Botz (ADF&G) |
| auth res 04-03-45 approved Apr 16, 2003 | 3-vacant (processor rep) | 4-Jim Holley (marine transportation/AML) |
| | 5-Chelsea Haisman (fish union/CDFU) | 6-Tommy Sheridan (aquaculture) |
- 2) Cordova Trails Committee:**
- | | | |
|----------------------------------|--------------------|-----------------|
| re-auth res 11-18-29 app 11/7/18 | 1-Elizabeth Senear | 2-Toni Godes |
| auth res 11-09-65 app 12/2/09 | 3-Dave Zastrow | 4-Ryan Schuetze |
| | 5-Stormy Haught | 6-Michelle Hahn |
- 3) Fisheries Development Committee:**
- | | | | |
|----------------------------------|-------------------|-----------------|------------------|
| authorizing resolution 12-16-43 | 1-Warren Chappell | 2-Andy Craig | 3-Bobby Linville |
| reauthorization via Res 11-19-51 | 4-Gus Linville | 5-vacant | 6-Bob Smith |
| approved 11/20/2019 | 7- Ron Blake | 8- John Whissel | |

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







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

CIP LIST RESOLUTION

A new CIP List Resolution is being considered tonight, therefore, the last approved CIP list is on page 12. Once the newest one is approved it will appear in every City Council packet under New & Miscellaneous Business.

January 2024

CALENDAR MONTH **JANUARY**
 CALENDAR YEAR **2024**
 1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31  Mar 5, 2024 Election: declaration of candidacy period opens 12/19/23 and closes 2/5/24	1  Holiday City Offices closed	2 <div>CSD Winter Vacation Dec 22 - Jan 8</div>	3 <div>7:00 Council reg mtg CCAB</div>	4	5 	6
7	8	9	10	11	12	13
14	15  MLK Jr. Holiday City Offices closed	16 <div>6:30 P&Z CCAB</div>	17 <div>6:00 Harbor Cms CCAB 7:00 Sch Bd HSL</div>	18	19 <div>41st Annual Tip Off Tourney 1/18-20/24</div>	20
21	22	23 <div>5:30 CTC Board Meeting</div>	24 <div>7:00 Council reg mtg CCAB</div>	25 	26	27 
28	29	30 <div>6:00 CEC Board Meeting</div>	31 <div>6:00 CCMCAB HCR</div>	1	2 <div>Home CHS BBall 1/26-27/24</div>	3
4	5	6 <div>6:00 P&R CCM</div>				

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





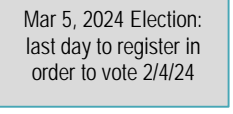
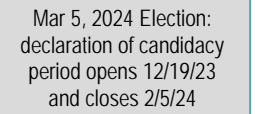
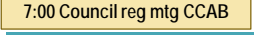


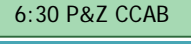









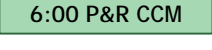
LN-Library Fireplace Nook
 CRG-Copper River Gallery
 HCR-CCMC Conference Room

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

February 2024

CALENDAR MONTH	FEBRUARY
CALENDAR YEAR	2024
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
11	12	13 	14 	15 	16	17 
18	19 	20 	21 	22 	23 	24
25	26 	27 	28 	29	1	2
3	4	Notes				Cncl - 1st & 3rd Wed P&Z - 2nd Tues SchBd, Hrb Cms - 2nd Wed CTC - 3rd Tues P&R - last Tues CEC - 4th Wed CCMA Bd - last Thurs

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

City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
Mayor: 3 years	David Allison Mayor@cityofcordova.net	March 1, 2022	March-25
Council members:			
Seat A: 3 years	Tom Bailer CouncilSeatA@cityofcordova.net	March 1, 2022 March 5, 2019	March-25
Seat B: 3 years	Cathy Sherman CouncilSeatB@cityofcordova.net	March 7, 2023 March 3, 2020	March-26
Seat C: 3 years	Kasey Kinsman CouncilSeatC@cityofcordova.net	March 7, 2023	March-26
Seat D: 3 years	Wendy Ranney CouncilSeatD@cityofcordova.net	July 5, 2023	elected by cncl March-24
Seat E: 3 years	Anne Schaefer, Vice Mayor CouncilSeatE@cityofcordova.net	March 2, 2021 March 6, 2018 December 6, 2017	elected by cncl March-24
Seat F: 3 years	Kristin Carpenter CouncilSeatF@cityofcordova.net	March 1, 2022	March-25
Seat G: 3 years	Ken Jones CouncilSeatG@cityofcordova.net	March 1, 2022	March-25

Cordova School District School Board of Education - Elected

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

seat up for re-election in Mar '24

vacant

board/commission chair

seat up for re-appt in Nov '24

(updated 12-20-23)

City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

CCMC Authority - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	Linnea Ronnegard CCMCBoardSeatC@cdvcmc.com	Mar 2, 2021 Mar 6, 2018	March-24
3 years	Ann Linville CCMCBoardSeatA@cdvcmc.com	March 1, 2022	March-25
3 years	Chris Iannazzone CCMCBoardSeatB@cdvcmc.com	March 7, 2023 March 24, 2022	March-25
		elected by board	
3 years	Liz Senear CCMCBoardSeatD@cdvcmc.com	March 2, 2021	March-24
3 years	Kelsey Appleton Hayden, Chair CCMCBoardSeatE@cdvcmc.com	March 7, 2023 March 3, 2020	March-26

Library Board - Appointed

length of term		Date Appointed	Term Expires
3 years	Mary Anne Bishop, Chair	Nov '06, '10, '13, '16, '19, Dec '22	November-25
3 years	Debra Adams	Dec '21	November-24
3 years	Sherman Powell	June '18, Feb '20, Jan '23	November-25
3 years	Mark Donachy	Dec '23	November-26
3 years	Krysta Williams	Feb '18, Dec '20, Dec '23	November-26

Planning Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Kris Ranney	Dec '22	November-25
3 years	Mark Hall, Vice Chair	Nov '19, Dec '22	November-25
3 years	Sarah Trumblee	Dec '20, Dec '23	November-26
3 years	Tania Harrison, Chair	Mar '22	November-24
3 years	Gail Foode	Dec '23	November-26
3 years	Chris Bolin	Sep '17, Nov '18 Dec '21	November-24
3 years	Sean Den Adel	Dec '23	November-26

seat up for re-election in Mar '24

vacant

board/commission chair

seat up for re-appt in Nov '24

(updated 12-20-23)

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	Ryan Schuetze	Dec '23	November-26
3 years	Andy Craig, Chair	Nov '16, '19 & Dec '22	November-25
3 years	Garrett Collins	Dec '23	November-26
3 years	Ken Jones	Feb '13, Nov '16, Nov '19, Dec '22	November-25
3 years	Christa Hoover	Dec '21	November-24
3 years	Hein Kruithof	Dec '23	November-26
3 years	Tommy Sheridan	Sept '22	November-24

Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Sami Magallanes	Sept '23	November-24
3 years	Henk Kruithof	Nov '19, Dec '22	November-25
3 years	Aaron Hansen, Chair	Dec '21	November-24
3 years	Kara Rodrigues	Dec '23	November-26
3 years	Marvin VanDenBroek	Feb '14, Nov '16, Nov '19, Dec '22	November-25
3 years	Jason Ellingson	Mar '23	November-25
3 years	Dave Zastrow	Sept '14, Feb '15, Nov '17, Dec '20, Dec '23	November-26

Historic Preservation Commission - Appointed

length of term		Date Appointed		Term Expires
3 years	Kris Ranney, PC member	Mar '23	appt'd by PC	November-25
3 years	Heather Hall, professional member	Aug '16, Feb '20, Mar '23		November-25
3 years	Sylvia Lange, NVE member	Nov '22, Nov '19	appt'd by NVE	November-25
3 years	Christy Mog, professional member	Dec '23		November-26
3 years	Ashley Bivin, historical society member	Dec '23		November-24
3 years	Nancy Bird, professional member	Nov '17, Nov '18		November-24
		Dec '21		
3 years	Jim Casement, public member	Dec '23		November-26

seat up for re-election in Mar '24

vacant

board/commission chair

seat up for re-appt in Nov '24

(updated 12-20-23)