

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
March 20, 2024 @ 7:00pm
Cordova Center Comm 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. Minutes:
 - a. 01-17-23 Regular Meeting Minutes..... **(page 1)**
 - b. 01-25-23 Special Meeting Minutes..... **(page 4)**
 - c. 02-07-24 Public Hearing Minutes..... **(page 6)**
 - c. 02-21-24 Public Hearing Minutes..... **(page 7)**
6. Council action to waive protest for renewal of liquor license #919, for Robin..... **(page 8)**
Traxinger dba Powder House Bar and Grill, beverage dispensary
7. Council action to waive protest for renewal of liquor license #919, for Mary..... **(page 17)**
Little dba Laura's Liquor Shoppe, package store
8. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member **Anne Schaefer** from the March 6, 2024 Regular Meeting

H. Approval of Minutes – in Consent Calendar

I. Consideration of Bids/Proposals/Contracts – none

J. Reports of Officers

9. Mayor's Report..... **(page 26)**
10. City Manager's Report
 - a. South Harbor Rebuild, project update, **Collin Bronson**
11. City Clerk's Report

- K. Correspondence**..... (see *primer* for description page 27)
12. Letter from Mayor Allison to Governor Dunleavy supporting SB140 and..... (page 28)
an increase to the BSA
13. ADoT notice of Public Open House for Cordova Airport Projects..... (page 29)
Wednesday, March 27, 5-7:30pm at the Cordova Center
14. Letter from Mayor Allison to all legislators supporting SB140 and..... (page 30)
urging an override of Governor's veto of it

L. Ordinances and Resolutions

15. Resolution 03-24-13..... (voice vote)(page 31)
A resolution of the Council of the City of Cordova, Alaska Certifying the Results of the
March 5, 2024 General Election

M. Unfinished Business - none

N. New & Miscellaneous Business

16. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 35)

O. Audience Participation

P. Council Comments

Q. Executive Session

17. Council discussion of Interim City Manager Applicants, a subject that tends to prejudice the
reputation and character of a person(s); provided that the person(s) may request a public
discussion

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

R. Adjournment

Executive Sessions per Cordova Municipal Code 3.14.030

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

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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

Regular City Council Meeting
January 17, 2024 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order – Mayor David Allison called the Regular City Council Meeting to order at 7:00 pm on January 17, 2024, in the Cordova Center Community Rooms.

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

C. Roll call – Present for roll call were **Mayor David Allison** and Council members **Cathy Sherman, Kasey Kinsman, Wendy Ranney, Anne Schaefer** and **Kristin Carpenter**. Council member **Tom Bailer** was present via zoom videoconference. Council member **Ken Jones** was absent. Also present were Interim City Manager **Samantha Greenwood** and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

Hearing no objection to approval of the regular agenda, **Mayor Allison** declared it approved as submitted.

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

F. Communications by and Petitions from Visitors

1. Guest speakers – none

2. Audience comments regarding agenda items

Joan Songer spoke concerning City addressing, she had a letter in correspondence in tonight's packet. She hoped Council would revert her neighborhood back to their old addresses.

Jack Hopkins spoke about City addressing, he wondered how the City got the numbers wrong the first time. He said it would be expensive for property owners to change all their documents to the new addresses.

Bill Howard spoke about addressing, thought there was not good communication about the changes, thought it was not life or death situation and that Council should just let it be.

Christine Hite spoke about addressing on South Second Street, she opined those numbers should remain as they were.

Lynn Hopkins spoke against the addressing changes that were made.

Sarah Trumblee said she is thankful to now have an address.

Cameron Hayden spoke in support of the City changes and said as a first responder it is important to have consistency and accuracy.

3. Chairpersons and Representatives of Boards and Commissions - none

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 January 3, 2024 Regular Meeting.

6. Resolution 01-24-02 a resolution of the Council of the City of Cordova, Alaska adopting an alternative allocation method for the FY24 Shared Fisheries Business Tax Program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in FMA 15: Prince William Sound

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

H. Approval of Minutes – none

I. Consideration of Bids/Proposals/Contracts – none

J. Reports of Officers

7. Mayor's Report – **Mayor Allison** had no report.

8. City Manager's Report – **Greenwood** reported: 1) Stu Kizer has been hired as Streets Superintendent and he is doing a great job; 2) City Investments Advisor, Blake Phillips will be at Council's February 21 meeting; the KeyBank account is open, forms are signed and sent to UBS for the transfer of funds over to new advisor, things are moving; we are discussing a possible line of credit with KeyBank as well, for Harbor Project cashflow issues, awaiting terms.

a. South Harbor Project – **Collin Bronson** gave an update on the South Harbor Project.

b. Staff report: E-911 and City addressing policy – City Planner **Kevin Johnson** had a written report in the packet and answered several Council questions about addressing. After lengthy discussion Council said they would give staff specific direction at Pending Agenda to bring addressing back to next meeting for Council action.

9. City Clerk's Report notice of voter registration, offices to be filled how to declare candidacy for March 5, 2024 Regular City Election – reported on election prep

10. Staff Quarterly Reports, 4Q 2023

a. Cordova Historical Museum, **Ashley Bivin**, Museum Director

b. Cordova Center, **Megan Anderson**, Cordova Center Coordinator

K. Correspondence

11. 01-05-24 Letter from Brent and Joan Songer re address changes

12. 01-08-24 Letter from Elke and Wolfgang Hagmuller re address changes

13. 01-08-24 Letter from Roy and Kristi Wilson re address changes

14. 01-09-24 Letter from John and Diane Wiese re address changes

15. 01-10-24 Agency & Public review open period notice for amendment to ADL233817 Amber Morris dba Wild Blue Mariculture

L. Ordinances and Resolutions

16. Resolution 01-24-01 A resolution of the Council of the City of Cordova, Alaska designating Capital Improvement Projects

M/Carpenter S/Schaefer to approve resolution 01-24-01 a resolution of the Council of the City of Cordova, Alaska designating Capital Improvement Projects

Carpenter said we considered this at our last meeting and had it brought back in a different format, we have notes from staff, Council member **Sherman's** suggestions. She moved it to get it on the table.

Schaefer said she went through this, tried to cross off the projects that have been done, added in staff recommendations to the appropriate section.

M/Schaefer S/Kinsman to amend as follows: under Harbor - crossing out South Harbor replacement, crossing out Rebuild 3-stage Dock; under Water Upgrades - adding in Feasibility Study and Fire Protection and Water Distribution upgrades; under Streets Infrastructure and Equipment, adding Backhoe; under Public Safety, crossing out Mile 4 Substation Repair and adding Prep Site to the Engineering and Preliminary Design of Public Safety Building.

Kinsman and **Sherman** spoke in favor of the amendment. Carpenter mentioned and received staff clarification on Cold Storage – it was left in.

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

Vote on the main motion as amended: 6 yeas, 0 nays, 1 absent (Jones). Motion was approved.

17. Resolution 01-24-03 A resolution of the Council of the City of Cordova, Alaska authorizing the City Manager to enter into a sole source contract with Alaska Harbor Consulting LLC to provide engineering, consultation & documentation for the South Harbor Rebuild Project

M/Carpenter S/Sherman to approve resolution 01-24-03 a resolution of the Council of the City of Cordova, Alaska authorizing the City Manager to enter into a sole source contract with Alaska Harbor Consulting LLC to provide engineering, consultation & documentation for the South Harbor Rebuild Project

Carpenter said staff has brought this to us, the engineer we've been using left his previous firm and for the sake of continuity we've been asked to approve this as the contract needs to be with his new company now. **Greenwood** clarified that this is the marine engineer, and she has been great, we need to keep her mind in this project. **Carpenter** said based on all that she is supportive. **Sherman** said she agrees, and the memo provided states that we are even going to save a little money, she's all for it.

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

M. Unfinished Business – none

N. New & Miscellaneous Business

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

Addressing will be on the next agenda – Council opted for a special meeting on January 25 @ 6 pm to handle that as well as whatever else comes up

O. Audience Participation

Joan Songer said that we have a standard addressing system, it is just a little different at 6.5 mile than in town.

Bill Howard said he appreciates everyone working on this, but the key is communication.

P. Council Comments

Bailer said he recently sold a house and moved into another one, he had to send change of address to everyone, it wasn't that big of a deal.

Kinsman said he does not propose we kick this down the road, he struggles with the grandfathering idea with this community, won't support that. He wished more people would come on every first and third Wednesday – also 2 Council seats coming available.

Schaefer appreciates the letters and the comments and looks forward to getting more information. She encourages people to run for Council, it is interesting and fun, and you learn a lot.

Carpenter thanked the City Manager for working with the chamber on the MOU; this is a great building, a City asset, and she's glad it will get more marketing for conferences.

Ranney said she appreciates Kevin Johnson and understands you are following policy. She said changing address might not be that difficult, but some people take it as a personal affront, a change to their identity.

Sherman thanked everyone for their letters and comments and it just goes to show, never challenge a librarian she will do her research.

Q. Executive Session – none

R. Adjournment

Hearing no objection **Mayor Allison** adjourned the meeting at 9:16 pm.

Approved: March 20, 2024

Attest: _____

Susan Bourgeois, City Clerk

**Special City Council Meeting
January 25, 2024 @ 6:00pm
Cordova Center Community Rooms
Minutes**

A. Call to order - Mayor Allison called the Special Council Meeting to order at 6:00 pm on January 25, 2024 in the Cordova Center Community Rooms.

B. Roll call - Present for roll call were **Mayor David Allison** and Council members **Cathy Sherman, Wendy Ranney, Anne Schaefer, Kristin Carpenter**, and **Ken Jones**. Council members **Tom Bailer** and **Kasey Kinsman** were present via zoom videoconference. Also present were Interim City Manager **Sam Greenwood** and City Clerk **Susan Bourgeois**.

C. Approval of agenda

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

D. Disclosures of conflicts of interest and Ex Parte Communications – none

E. Communications by and petitions from visitors

1. Audience Comments regarding agenda items:

Joan Songer of 140 Eyak Dr. Mile 6.5 CRH, said that the addressing in her area is accurate and consistent. She thinks their addresses should be kept as they are. It will disrupt a lot of people's lives if the addresses are changed.

Kristy Wilson of 220 Eyak Drive urged Council to keep the addresses as they are now.

Christine Hite spoke about addressing – she hoped Council would choose option 6 on the memo in the packet – which would keep the South Second Street addresses the same as they are now.

F. Unfinished Business

2. City Addressing

M/Jones S/Ranney to direct the City Manager to disregard the established City Addressing Policy and have the addresses on Eyak Drive and South Second Street revert to their previous addresses.

Vote on the motion: 2 yeas, 5 nays. Sherman-no; Schaefer-no; Kinsman-no; Carpenter-no; Bailer-no; Ranney-yes; and Jones-yes. Motion failed.

M/Bailer S/Sherman to concur with staff's decision to change the addresses along Eyak Drive and South Second Street based on the established City Addressing Policy.

Vote on the motion: 3 yeas, 4 nays. Kinsman-yes; Ranney-no; Schaefer-no; Jones-no; Carpenter-no; Bailer-yes; and Sherman-yes. Motion failed.

M/Schaefer S/Ranney to direct the City Manager to disregard the established City Addressing Policy and have the addresses on Eyak Drive revert to their previous addresses.

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

G. New Business

3. Resolution 01-24-04 A resolution of the Council of the City of Cordova, Alaska authorizing the City Manager to enter into a sole source contract with UMIAQ Environmental to provide to complete the EPA mandated lead service line inventory

M/Carpenter S/Schaefer to approve Resolution 01-24-04 A resolution of the Council of the City of Cordova, Alaska authorizing the City Manager to enter into a sole source contract with UMIAQ Environmental to provide to complete the EPA mandated lead service line inventory

Carpenter said this will get us into compliance with a state water system regulation, so she is supportive. **Schaefer** agreed and is in support. **Sherman** thought this was a difficult timeline, but it is important to comply, she is in favor. **Ranney** said she is grateful there is grant funding for this; appreciates the City Manager getting right on this so we can meet the deadline. **Jones, Bailer, Kinsman** agreed and said they'd support.

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

4. Resolution 01-24-05 A resolution of the Council of the City of Cordova, Alaska renaming Elmer's Point Drive as Kimmick Way in honor of and to show respect to a great Cordovan
M/Ranney S/Schaefer to approve Resolution 01-24-05 A resolution of the Council of the City of Cordova, Alaska renaming Elmer's Point Drive as Kimmick Way in honor of and to show respect to a great Cordovan
Ranney said she saw the letter from 2006 of the owners of land in the subdivision and they were all in support at that time – that's enough for her to also support this. **Schaefer** asked if the public process has already occurred for this change. **Johnson** said the issue is that this occurred before the public process component was in the code and basically this got left behind. That is why we are memorializing it in a resolution. **Bailer, Jones, Kinsman** – supportive. No other Council comments.
Vote on the motion: 7 yeas, 0 nays. Motion was approved.

G. Audience participation

Joan Songer thanked Council though she is surprised it was not unanimous.
Jack Hopkins of 250 Eyak Drive wished Council would spend the time and money spent on this fixing potholes instead.
Kristy Wilson of 220 Eyak Drive thanked Council for listening to us tonight, your jobs aren't easy but thanks.
Christine Hite asked if what they did tonight means South Second Street addresses are staying changed. If so she says it will not be very efficient; will be an EMS nightmare.

H. Council comments

Carpenter said she appreciates the group discussion, helps her when we hash things out like this. It is not an easy decision, we are making decisions for the whole community not just the few, it is a challenge.
Sherman said it is nice to have an audience and even if you think I didn't listen to you I did. She said she voted her conscience, and she hopes we can all live peacefully together.
Schaefer said she appreciates the public input and hopes people stay involved.
Ranney said she appreciates staff she takes stock in their work. She also voted her conscience.
Kinsman thanked everyone for the conversation – hopes to see people even on the less controversial topics. He said in the spirit of compromise he voted in the end. Didn't feel the need to fall on his sword on this one.
Bailer said this is why we have seven people, a healthy debate, facts, opinions and keep it respectful. In the end you have a vote and if it goes your way, good, if it doesn't you still support it and you move on to the next thing. That's the way the process works.

I. Executive Session

5. Council discussion of City Manager's contract a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the City
M/Sherman S/Schaefer to go into an executive session for Council discussion of City Manager's contract a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the City.
Vote on the motion: 7 yeas, 0 nays. Motion was approved.
The meeting was recessed to clear the room at 7:14 pm. Council entered the executive session at 7:20 pm. Council was back in open session at 8:27 pm.
M/Schaefer S/Jones to direct the City Attorney to complete negotiations as was discussed in executive session, and to direct staff to proceed as was discussed.
Vote on the motion: 7 yeas, 0 nays. Motion was approved.

J. Adjournment

Hearing no objection, **Mayor Allison** adjourned the meeting at 8:28 pm.

Approved: March 20, 2024

Attest: _____
Susan Bourgeois, CMC, City Clerk

**City Council Public Hearing
February 7, 2024 @ 6:45 pm
Cordova Center Community Rooms
Minutes**

A. Call to order

Mayor David Allison called the Council public hearing to order at 6:53 pm on February 7, 2024, in the Cordova Center Community Rooms.

B. Roll call

Present for roll call were **Mayor David Allison** and Council members **Kasey Kinsman**, **Wendy Ranney**, **Anne Schaefer** and **Kristin Carpenter**. Council member **Tom Bailer** was present via zoom videoconference. Council members **Cathy Sherman** and **Ken Jones** were absent. Also present were Interim City Manager **Sam Greenwood** and City Clerk **Susan Bourgeois**.

C. Public hearing

1. Ordinance 1215 An ordinance of the Council of the City of Cordova, Alaska authorizing the transfer of \$3,000,000 from the General Reserve Fund (Permanent Fund) to the Harbor Enterprise Fund to sustain cash flow for the remainder of the South Harbor Project.

Mayor Allison opened the hearing for public testimony on the ordinance. There was no public testimony. The Public Hearing was recessed until someone arrived to give comment. They waited a few minutes and there was still no public present to comment.

D. Adjournment

Hearing no objection **Mayor Allison** adjourned the public hearing at 7:01 pm.

Approved: March 20, 2024

Attest: _____
Susan Bourgeois, CMC, City Clerk

**City Council Public Hearing
February 21, 2024 @ 6:45 pm
Cordova Center Community Rooms
Minutes**

A. Call to order

Mayor David Allison called the Council public hearing to order at 6:45 pm on February 21, 2024, in the Cordova Center Community Rooms.

B. Roll call

Present for roll call were **Mayor David Allison** and Council members **Wendy Ranney**, **Anne Schaefer**, **Kristin Carpenter**, and **Ken Jones**. Council members **Tom Bailer**, **Cathy Sherman**, and **Kasey Kinsman** were present via zoom videoconference. Also present were Interim City Manager **Sam Greenwood** and City Clerk **Susan Bourgeois**.

C. Public hearing

1. Ordinance 1215 An ordinance of the Council of the City of Cordova, Alaska authorizing the transfer of \$3,000,000 from the General Reserve Fund (Permanent Fund) to the Harbor Enterprise Fund to sustain cash flow for the remainder of the South Harbor Project.

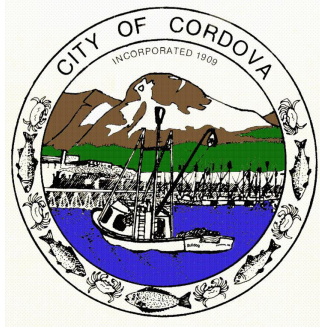
Mayor Allison opened the hearing for public testimony on the ordinance. There was no public testimony. The Public Hearing was recessed at 6:46 pm until someone arrived to give comment. Back in the Public Hearing at 6:54 pm and there was still no public present to comment.

D. Adjournment

Hearing no objection **Mayor Allison** adjourned the public hearing at 6:55 pm.

Approved: March 20, 2024

Attest: _____
Susan Bourgeois, CMC, City Clerk



AGENDA ITEM 6
City Council Meeting Date: 3/6/24
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 03/11/24
ITEM: Council option to protest/waive protest for renewal of Liquor License #919
NEXT STEP: Motion to waive protest via approval of consent calendar

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: A Cordova business, Powder House Bar & Grill, has applied for a Liquor License Renewal (Beverage Dispensary) with the State through the AMCO (Alcohol and Marijuana Control Office).

II. RECOMMENDED ACTION / NEXT STEP: Council action to waive right to protest the renewal.

III. FISCAL IMPACTS: none, staff sees no reason to protest see background

IV. BACKGROUND INFORMATION: Finance Staff has determined this business to be current in all financial obligations to the City. Police Department has no public safety concerns about this business.

V. LEGAL ISSUES: The local governing body's right to protest is defined in AS 04.11.480, attached.

VI. SUMMARY AND ALTERNATIVES: Council approval of the consent calendar would constitute approval of this motion:

Council motion to waive it's right to protest the renewal of liquor license #919, Powder House Bar & Grill, Beverage Dispensary.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

March 11, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: Robin Traxinger
DBA: Powder House Bar and Grill
VIA email: Phbargirl@gmail.com

CC:

Local Government 1: cityclerk3@cityofcordova.net; cityclerk@cityofcordova.net

Local Government 2:

Via Email:

Community Council: n/a

Via Email:

Re : (License Type) #[Category] Combined Renewal Notice

License Number:	#919
License Type:	Beverage Dispensary
Licensee:	Robin L Traxinger
Doing Business As:	Powder House Bar and Grill
Physical Address:	1418 Copper River Highway Cordova, Ak
Designated Licensee:	
Phone Number:	907-253-7022
Email Address:	Phbargrill@gmail.com

☒ License Renewal Application

☐ Endorsement Renewal Application

Dear Licensee:

Our staff has reviewed your application after receiving your application and required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(ies), your community council if your proposed premises is in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(ies) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the **April 16th, 2024** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the Alcohol.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

We have received completed renewal applications for the above listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsement, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had reasonable opportunity to defend the application before the meeting of the local governing body.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Dear Community Council (Municipality of Anchorage and Mat-Su Borough only)

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This letter serves to provide written notice to the above referenced entities regarding the above application, as required under AS 04.11.310(b) and AS 04.11.525.

Please contact the local governing body with jurisdiction over the proposed premises for information regarding review of this application. Comments or objections you may have about the application should first be presented to the local governing body.

If you have any questions, please email Alcohol.licensing@alaska.gov

Sincerely,

A handwritten signature in blue ink that reads "Joan M. Wilson". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Joan M. Wilson, Director



2488
Alaska Alcoholic Beverage Control Board

AMCO
NOV 30 2023

Form AB-17: 2024/2025 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than January 2, 2024 per AS 04.11.270, 3 AAC 305.050, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by February 28, 2024 will be expired per AS 04.11.540, 3 AAC 305.050(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the mandatory fees and all documents required, or the application will be returned without being processed, per AS 04.11.270.
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Doing Business As:	Powder House Bar and Grill	License #:	919
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If your mailing address has changed, write the NEW address below:

Mailing Address:	PO Box 578		
City:	Cordova	State:	AK
ZIP:	99574		

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license unless the Optional contact is completed.

Contact Licensee:	Robin L Traxinger	Contact Phone:	907-330-7538
Contact Email:	phbargrill@gmail.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:	Contact Phone:
Contact Email:	

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2024 and/or 2025? If so, you will need to apply for a Shipping Endorsement here:

<https://accis.elicense365.com/#>

YES ☐ NO ☒

Section 4 - Ownership Structure Certification

Did the ownership structure of the licensed business change in 2022/2023?

YES ☒ NO ☐

If Yes, and you have **NOT** notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application.
If No, certify the statement below by initialing the box to the right of the statement:

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2022 or 2023.

Transferred into Robin's name in 2023



Form AB-17: 2024/2025 License Renewal Application

Section 5 – License Operation

Unless you operated more than 240 hours in 2022 or 2023, check ONE BOX for EACH CALENDAR YEAR that best describes how this alcoholic beverage license was operated as set forth in AS 04.11.330:

1. The license was **only operated during a specified time** each year. (Not to exceed 6 months per year)

2022
☐

2023
☐

If your operation dates have changed, list them below:

_____ to _____

2. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.

☐

☐

A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.

3. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.

☐

☐

Section 6 - Violations and Convictions

YES

NO

Have any Notices of Violation been issued for this license in 2022 or 2023?

☐

☒

Has any person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2022 or 2023?

☐

☒

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2). If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.

Section 7 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 305, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.
- I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.



Form AB-17: 2024/2025 License Renewal Application

Robin L Traaxinger
Printed name of licensee

AMCO
NOV 30 2023

[Signature]
Signature of licensee

- Restaurant and Eating Place** applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site** applications must include a completed AB-36: Recreational Site Statement
- Tourism** applications must include a completed AB-37: Tourism Statement
- Wholesale** applications must include a completed AB-25: Supplier Certification
- Common Carrier** applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:
<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

FOR OFFICE USE ONLY

License Fee:	\$ <i>2,500.00</i>	Application Fee:	\$ 300.00	Misc. Fee:	\$ <i>2,400.00</i>
Total Fees Due:					\$ <i>2,800.00</i>

#100722409

Alaska Statutes

Sec. 04.11.480. Protest.

(a) A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license by sending the board and the applicant a protest and the reasons for the protest within 60 days of receipt from the board of notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and in no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer. The local governing body may protest the continued operation of a license during the second year of the biennial license period by sending the board and the licensee a protest and the reasons for the protest by January 31 of the second year of the license. The procedures for action on a protest of continued operation of a license are the same as the procedures for action on a protest of a renewal application. The board shall consider a protest and testimony received at a hearing conducted under [AS 04.11.510\(b\)\(2\)](#) or (4) when it considers the application or continued operation, and the protest and the record of the hearing conducted under [AS 04.11.510\(b\)\(2\)](#) or (4) shall be kept as part of the board's permanent record of its review. If an application or continued operation is protested, the board shall deny the application or continued operation unless the board finds that the protest is arbitrary, capricious, and unreasonable.

(b) If the permanent residents residing outside of but within two miles of an incorporated city or an established village wish to protest the issuance, renewal, or transfer of a license within the city or village, they shall file with the board a petition meeting the requirements of [AS 04.11.510\(b\)\(3\)](#) requesting a public hearing within 30 days of the posting of notice required under [AS 04.11.310](#), or by December 31 of the year application is made for renewal of a license. The board shall consider testimony received at a hearing conducted under [AS 04.11.510\(b\)\(3\)](#) when it considers the application, and the record of a hearing conducted under [AS 04.11.510\(b\)\(3\)](#) shall be retained as part of the board's permanent record of its review of the application.

(c) A local governing body may recommend that a license be issued, renewed, relocated, or transferred with conditions. The board shall consider recommended conditions and testimony received at a hearing conducted under [AS 04.11.510\(b\)\(2\)](#) or (4) when it considers the application or continued operation, and the recommended conditions and the record of the hearing conducted under [AS 04.11.510\(b\)\(2\)](#) or (4) shall be kept as part of the board's permanent record of its review. If the local governing body recommends conditions, the board shall impose the recommended conditions unless the board finds that the recommended conditions are arbitrary, capricious, or unreasonable. If a condition recommended by a local governing body is imposed on a licensee, the local governing body shall assume responsibility for monitoring compliance with the condition, except as otherwise provided by the board.

(d) In addition to the right to protest under (a) of this section, a local governing body may notify the board that the local governing body has determined that a licensee has violated a provision of this title or a condition imposed on the licensee by the board. Unless the board finds that the local governing body's determination is arbitrary, capricious, or unreasonable, the board shall prepare the determination as an accusation against the licensee under [AS 44.62.360](#) and conduct proceedings to resolve the matter as described under [AS 04.11.510\(c\)](#).

Article 7. Board Procedures.

Sec. 04.11.510. Procedure for action on license applications, suspensions, and revocations.

(a) Unless a legal action relating to the license, applicant, or premises to be licensed is pending, the board shall decide whether to grant or deny an application within 90 days of receipt of the application at the main office of the board. However, the decision may not be made before the time allowed for protest under AS 04.11.480 has elapsed, unless waived by the municipality.

(b) The board may review an application for the issuance, renewal, transfer of location, or transfer to another person of a license without affording the applicant notice or hearing, except

(1) if an application is denied, the notice of denial shall be furnished the applicant immediately in writing stating the reason for the denial in clear and concise language; the notice of denial must inform the applicant that the applicant is entitled to an informal conference with either the director or the board, and that, if not satisfied by the informal conference, the applicant is then entitled to a formal hearing conducted by the office of administrative hearings (AS 44.64.010); if the applicant requests a formal hearing, the office of administrative hearings shall adhere to AS 44.62.330 — 44.62.630 (Administrative Procedure Act); all interested persons may be heard at the hearing and unless waived by the applicant and the board, the formal hearing shall be held in the area for which the application is requested;

(2) the board may, on its own initiative or in response to an objection or protest, hold a hearing to ascertain the reaction of the public or a local governing body to an application if a hearing is not required under this subsection; the board shall send notice of a hearing conducted under this paragraph 20 days in advance of the hearing to each community council established within the municipality and to each nonprofit community organization entitled to notification under AS 04.11.310(b);

(3) if a petition containing the signatures of 35 percent of the adult residents having a permanent place of abode outside of but within two miles of an incorporated city or an established village is filed with the board, the board shall hold a public hearing on the question of whether the issuance, renewal, or transfer of the license in the city or village would be in the public interest;

(4) if a protest to the issuance, renewal, transfer of location or transfer to another person of a license made by a local governing body is based on a question of law, the board shall hold a public hearing.

(c) Unless the grounds for the suspension or revocation are under AS 04.11.370(a)(4), board proceedings to suspend or revoke a license shall be conducted in accordance with AS 44.62.330 — 44.62.630 (Administrative Procedure Act), except that the licensee is entitled to an opportunity to informally confer with the director or the board within 10 days after the accusation is served upon the licensee. Notice of the opportunity for an informal conference shall be served upon the licensee along with the accusation. If an informal conference is requested, the running of the period of time specified in AS 44.62.380 for filing a notice of defense is tolled from the date of receipt of the request for the conference until the day following the date of the conference unless extended by the board. After the conference, the licensee, if not satisfied by the results of the conference, may obtain a hearing by filing a notice of defense as provided in AS 44.62.390. If the grounds for suspension or revocation are under AS 04.11.370(a)(4), the licensee is not entitled to notice and hearing under AS 44.62.330 — 44.62.630 on the merits of the suspension or revocation. However, the board shall afford the licensee notice and hearing on the issue of what administrative sanction to impose under AS 04.16.180.

Alaska Administrative Code

3 AAC 304.145. Local governing body protest

(a) To protest an application or the continued operation of a license, a local governing body must set out its reasons in a written protest filed with the board and copied to the applicant. The reasons stated by a local governing body must be logical grounds for opposing the application or continued operation of the license and have a reasonable basis in fact.

(b) The board will not take final action upon an application until at least

(1) 60 days after the receipt of the notice required by [AS 04.11.520](#) by a local governing body unless it advises the director in writing before the end of the 60 days that it is waiving its right to protest the application; and

(2) 15 days after completion of public notice of the application.

(c) Repealed 5/11/96.

(d) A local governing body that protests an application shall allow the applicant a reasonable opportunity to defend the application before a meeting of the local governing body.

(e) A local governing body protest may be based upon facts that render the particular application objectionable to the local body, or may be based upon a general public policy. If based on a general public policy, the policy must have a reasonable basis in fact, may not be contrary to law, and may not be patently inapplicable to the particular application being protested. The board will not substitute its judgment for that of the local governing body on matters of public policy that have reasonable factual support.

(f) If the application is denied because of the protest, and the applicant requests a hearing, the local governing body must, at the board's request, appear or otherwise meaningfully participate in the hearing and must assist in or undertake the defense of its protest.

(g) In addition to the other grounds for protest set out in this section, a local governing body may protest the

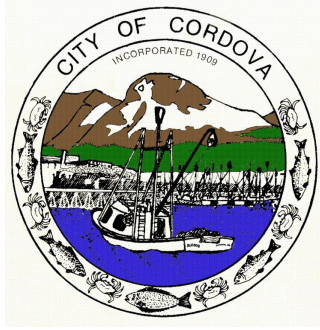
(1) renewal or transfer of a license based on nonpayment of delinquent taxes of at least \$200 arising in whole or in part from the conduct of the licensed business; and

(2) transfer of a license if the

(A) local governing body has adopted an ordinance under which it may estimate the amount of taxes due in the tax year of the proposed transfer and arising in whole or in part from the conduct of the licensed business, and require the licensee to pay the estimated amount; and

(B) licensee fails to pay that amount or give security under [AS 04.11.360](#).

(h) The board may uphold a protest of an application or continued operation with a single abeyance period not to exceed 180 days if the local governing body indicates that the protest is subject to rescission and that it will be withdrawn if the applicant meets conditions set by the local governing body. If the local governing body notifies the board within the period of the abeyance that the protest has been removed, the application or continued operation is approved when all other applicable requirements have been met. If the local governing body has not notified the board within the period of the abeyance that it has removed the protest, the application or continued operation is denied. The period of abeyance may not be extended or renewed.



AGENDA ITEM 7
City Council Meeting Date: 3/6/24
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 03/13/24
ITEM: Council option to protest/waive protest for renewal of Liquor License #911
NEXT STEP: Motion to waive protest via approval of consent calendar

☐ ORDINANCE
☒ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: A Cordova business, Laura's Liquor Shoppe LLC, has applied for a Liquor License Renewal (Package Store) with the State through the AMCO (Alcohol and Marijuana Control Office).

II. RECOMMENDED ACTION / NEXT STEP: Council action to waive right to protest the renewal.

III. FISCAL IMPACTS: none, staff sees no reason to protest see background

IV. BACKGROUND INFORMATION: Finance Staff has determined this business to be current in all financial obligations to the City. Police Department has no public safety concerns about this business.

V. LEGAL ISSUES: The local governing body's right to protest is defined in AS 04.11.480, attached.

VI. SUMMARY AND ALTERNATIVES: Council approval of the consent calendar would constitute approval of this motion:

Council motion to waive it's right to protest the renewal of liquor license #911, Laura's Liquor Shoppe, LLC, Package Store.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

March 14, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: Laura's Liquor Shoppe LLC

DBA: Laura's Liquor Shoppe

VIA email: lauras@laurascordova.com

Local Government 1: Cordova

Local Government 2: N/A

Via Email: cityclerk@cityofcordova.net; cityclerk3@cityofcordova.net

Community Council: N/A

Via Email: N/A

RE: Package Store License #911 Combined Renewal Notice

License Number:	911
License Type:	Package Store
Licensee:	Laura's Liquor Shoppe LLC
Doing Business As:	Laura's Liquor Shoppe
Physical Address:	608 1 st Street
Designated Licensee:	Mary Little
Phone Number:	907-240-6872
Email Address:	lauras@laurascordova.com

☒ **License Renewal Application**

☐ **Endorsement Renewal Application**

Dear Licensee:

Our staff has reviewed your application after receiving your application and required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(ies), your community council if your proposed premises is in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(ies) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the **April 16th, 2024**, board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The

board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the Alcohol.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

We have received completed renewal applications for the above listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsement, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had reasonable opportunity to defend the application before the meeting of the local governing body.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Dear Community Council (Municipality of Anchorage and Mat-Su Borough only)

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This letter serves to provide written notice to the above referenced entities regarding the above application, as required under AS 04.11.310(b) and AS 04.11.525.

Please contact the local governing body with jurisdiction over the proposed premises for information regarding review of this application. Comments or objections you may have about the application should first be presented to the local governing body.

If you have any questions, please email Alcohol.licensing@alaska.gov

Sincerely,

A handwritten signature in blue ink that reads "Joan M. Wilson". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Joan M. Wilson, Director
907-269-0350



AMCO
DEC 6 2023

Alaska Alcoholic Beverage Control Board

Form AB-17: 2024/2025 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than January 2, 2024 per AS 04.11.270, 3 AAC 305.050, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by February 28, 2024 will be expired per AS 04.11.540, 3 AAC 305.050(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the mandatory fees and all documents required, or the application will be returned without being processed, per AS 04.11.270.
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Doing Business As:	Laura's Liquor Shoppe LLC	License #:	911
If your mailing address has changed, write the NEW address below:			
Mailing Address:	PO Box 1793		
City:	Cordova	State:	AK
		ZIP:	99574

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license unless the Optional contact is completed.

Contact Licensee:	Mary Little	Contact Phone:	907-240-6872
Contact Email:	lauras@laurascordova.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:	William Osborn	Contact Phone:	907-429-3144
Contact Email:	lauras@laurascordova.com		

Section 3 - for Package Stores ONLY: Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2024 and/or 2025? If so, you will need to apply for a Shipping Endorsement here:

<https://accis.elicense365.com/#>

YES NO
☐ ☒

Section 4 - Ownership Structure Certification

Did the ownership structure of the licensed business change in 2022/2023?

YES NO
☐ ☒

If Yes, and you have **NOT** notified AMCO, list the updated information on form AB-39: Change of Officers and submit with your renewal application. If No, certify the statement below by initialing the box to the right of the statement:

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2022 or 2023.

ML



Form AB-17: 2024/2025 License Renewal Application

AMCO
DEC 6 2023

Section 5 – License Operation

Unless you operated more than 240 hours in 2022 or 2023, check **ONE BOX** for EACH CALENDAR YEAR that best describes how this alcoholic beverage license was operated as set forth in AS 04.11.330:

- | | 2022 | 2023 |
|---|--------------------------|--------------------------|
| 1. The license was only operated during a specified time each year. (Not to exceed 6 months per year)
<i>If your operation dates have changed, list them below:</i>
_____ to _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> | <input type="checkbox"/> | <input type="checkbox"/> |

Section 6 - Violations and Convictions

- | | YES | NO |
|---|-------------------------------------|-------------------------------------|
| Have any Notices of Violation been issued for this license in 2022 or 2023? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Has any person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2022 or 2023? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2). If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.

Section 7 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 305, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.
- I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.



Alaska Alcoholic Beverage Control Board

Form AB-17: 2024/2025 License Renewal Application

AMCO
DEC 6 2023

Mary Little

Printed name of licensee

Mary Little

Signature of licensee

Restaurant and Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit

Recreational Site applications must include a completed AB-36: Recreational Site Statement

Tourism applications must include a completed AB-37: Tourism Statement

Wholesale applications must include a completed AB-25: Supplier Certification

Common Carrier applications must include a current safety inspection certificate

All renewal and supplemental forms are available online:

<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

FOR OFFICE USE ONLY

License Fee:	\$ 1500.00	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$ 1800.00

Laura's Liquor Shoppe, LLC had one Notice of Violation in 2022.

AMCO
DEC 6 2023

AMCO Case #: 22-1739

Notice of Violation

(3AAC 304.525)

This form, all information provided and responses are public documents per Alaska Public Records ACT AS 40.25

Date: 9/30/22

License #/Type: 911 Package Store

Licensee: Laura's Liquor Shoppe, LLC

Address: 608 1st Street, Cordova, AK

DBA: Laura's Liquor Shoppe

AMCO Case #: 22-1739

This is a notice to you as licensee that an alleged violation has occurred. If the Alcoholic Beverage Control Board decides to act against your license, under the provisions of AS 44.62.330 - AS 44.62.630 (Administrative Procedures Act) you will receive an Accusation and Notice of your right to an Administrative Hearing.

Note: This is not an accusation or a criminal complaint.

On 9-22-22 an inspection was conducted at your premises. As part of the inspection, Alcohol Server Education Cards are checked. Your manager, [REDACTED] presented a TAP Card, #163715, which had expired on 12-10-21. A check of [REDACTED] (SP) TAP Card, #159995 had expired on 2-23-21. [REDACTED] (SP), a nine month employee, had failed to get alcohol server education.

Your attention is directed to AS 04.21.025: Alcohol Server Education

Certified Mail 7018 0360 0000 1428 6190

You are directed to respond in writing to this Notice of Violation within 10 days of receipt to explain what action you have taken to prevent a re-occurrence of this violation. FAILURE TO RESPOND TO THIS NOTICE OF VIOLATION WITHIN 10 DAYS WILL RESULT IN YOUR APPEARANCE, EITHER IN PERSON OR TELEPHONICALLY, BEFORE THE ABC BOARD AT THEIR NEXT REGULARLY SCHEDULED BOARD MEETING.

***Please send your response to the address below and include your alcohol license number in your response.**

3 AAC 304.525 (B) provides that upon receipt of a Notice of Violation, a licensee may request to appear before the Director and be heard regarding the Notice of Violation. The request must be made within ten days after receipt of the Notice and the Director must grant an appearance within ten days after receipt of a request. A Licensee shall respond, either orally or in writing, to the Notice.

Alcohol & Marijuana Control Office

ATTN: Enforcement

550 W. 7th Ave, Suite 1600

Anchorage, Alaska 99501

amco.enforcement@alaska.gov

Issuing Investigator: J. Hamilton

Received by:

SIGNATURE: *F.R. Hamilton*

SIGNATURE:

Delivered VIA: Mail

Date:

Laura's Liquor Shoppe, LLC

PO Box 1793
Cordova, AK 99574

October 5, 2022

Alcohol & Marijuana Control Office
550 W 7th Ave, Suite 1600
Anchorage, AK 99501
ATTN: Enforcement

To Whom it may concern:

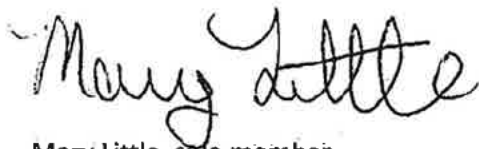
I am writing in response to the Notice of Violation, AMCO Case #22-1739.

To prevent a re-occurrence of expired cards we have started keeping TAP cards or a copy of them mounted with the employee timesheet, so they are easily monitored by both management and all employees. I am also entering TAP expirations into calendar software to provide a reminder 30 days before expiration.

In response to an employee failing to get server education I have made it policy that they obtain one before starting work.

I believe those measures will prevent any future occurrences.

Sincerely,

A handwritten signature in black ink that reads "Mary Little". The signature is written in a cursive, flowing style.

Mary Little, sole member

Laura's Liquor Shoppe, LLC

License # 911

MAYORS REPORT 3-20-24

Hoping everyone had an enjoyable Spring Break...

Have been working with the Schools on their Budget, getting educated on the issues they are facing. School funding from the state has been relatively stagnant and it has fallen far short of keeping up with even basic inflation. As we all know, that has increased substantially since Covid. It would require a \$1980/student BSA increase to keep up with inflation...The legislature passed a \$640/student BSA, and as of this writing it is sitting on the Governors desk. If it is signed or ignored by midnight 3/14/24 it will become law, however, the Governor has threatened a veto to get more of his education priorities included in the deal. We will find out at by midnight the outcome. We sent the letter included in correspondence to the Governor on 3/14/24 encouraging him NOT to Veto. Will update you at the meeting and if it is vetoed, we will encourage the legislature to over-ride that Veto.

Tom Bailer is the City of Cordova representative on PWSAC Board. Tom has asked us to appoint a new representative once the new Council has been sworn in. Tom will continue to fill the position until a replacement has been confirmed. This position has some requirements and limitations, but it does not need to be a Council member.

Senator Murkowski is taking earmark submissions and Sam is working on those on behalf of the city, AML has also been awarded some funds for heavy equipment needs in rural communities and Sam is also making submittals to that.

Harbor project is ongoing, and Collin will update on that...Hopefully we can get MARAD on track with reimbursements soon.

Legislature is in the middle of Budget and a dozen other hot issues and updates are coming in daily. Will update you at the meeting.

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.

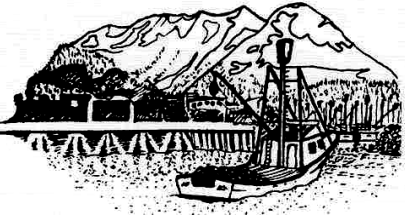
More information about items not subject to publication:

- 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.

CITY OF CORDOVA



3/14/24

Governor Dunleavy

RE: School Funding and Increase to BSA

I write on behalf of the Cordova City Council and the Cordova School District in support of SB140 and an increase to the BSA. We urge you to sign this into law because it is desperately needed by School Districts across the state of Alaska. Local governments cannot keep up with inflation and continue to support their School Districts at the maximum allowed by State Statute. The State of Alaska needs to support education and the youth of Alaska by stepping up the per student support annually. The legislature was insightful and worked across party lines to arrive at an unprecedented increase to the BSA of \$680 per student that is included in SB140. This increase to the BSA is only one third of the amount that would have been required to keep up with inflation. In a time when partisanship has hindered efforts in State government, this legislature came together in a common goal and listened first and foremost to constituents who spoke fervently and passionately about the need for this legislation. Please sign SB140 or allow it to become law to assist with the burden local communities have so that we may continue working together to bolster Alaska's education system.

David Allison, Mayor
City of Cordova, AK

Cordova Airport Projects



Runway Rehabilitation Project (State DOT&PF Project No.: NFAPT00654)

Airport Fence Installation Project (State DOT&PF Project No.: NFAPT00664)



The Alaska Department of Transportation and Public Facilities (DOT&PF) is hosting an in-person public open house regarding proposed improvements to the Merle K. (Mudhole) Smith Airport (Cordova Airport). The proposed improvements will take place through two separate projects:

- Cordova Airport Runway Rehabilitation Project (State DOT&PF Project No.: NFAPT00654)
- Cordova Airport Fence Installation Project (State DOT&PF Project No.: NFAPT00664)

The DOT&PF anticipates construction could begin in 2028 for the runway, and 2029 for the fence, dependent upon available funding. The projects may be constructed together, or as sequential construction contracts. The projects are being planned together to maximize efficiency for responding agencies and the public and because both projects could occur concurrently.

JOIN US AT PUBLIC OPEN HOUSE NO. 1

Wednesday, March 27, 2024

5:00 p.m. - 7:30 p.m.

(Presentation will begin at 5:30 p.m.)

The Cordova Center, 601 1st St, Cordova, AK

The focus of this meeting is to solicit feedback and discuss the proposed improvements. It is important to the DOT&PF that you have an opportunity to ask questions, provide comments and recommendations.

For more information on the project
please scan the QR code below



<https://dot.alaska.gov/nreg/cordova-rehab/>
or email the project team at
CordovaAirportProjects@dowl.com

The Alaska DOT&PF operates without regard to race, color, national origin, sex, age, or disability regardless of the funding source, including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, and state funds. Full Title VI Nondiscrimination Policy: dot.alaska.gov/tvi_statement.shtml. To file a complaint, go to: dot.alaska.gov/cvlrts/titlevi.shtml. For individuals requiring TTY communications, please contact Alaska Relay 711 or 1-800-676-3777.

CITY OF CORDOVA



3/15/24

Alaska State Senators and Representatives

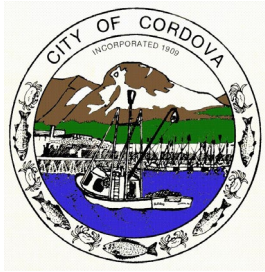
RE: School Funding and Increase to BSA

I write on behalf of the Cordova City Council and the Cordova School District in support of SB140 and an increase to the BSA. We are so grateful that the legislature was insightful and worked across party lines to arrive at the unprecedented increase to the BSA of \$680 per student that is included in SB140. Local governments cannot keep up with inflation and continue to support their School Districts at the maximum allowed by State Statute. The State of Alaska needs to support education and the youth of Alaska by stepping up the per student support annually. This increase to the BSA is only one third of the amount that would have been required to keep up with inflation yet still would be extremely beneficial as School Districts work on budgets. In a time when partisanship has hindered efforts in State government, this legislature came together in a common goal and listened first and foremost to constituents who spoke fervently and passionately about the need for this legislation. We urge you to stand resolutely in support of the meaningful work you did in passing SB140 and vote to override the Governor's veto because it is desperately needed by School Districts and students across the State of Alaska.

Sincerely,

A handwritten signature in blue ink, appearing to read 'David Allison'.

David Allison, Mayor
City of Cordova, AK



AGENDA ITEM 15
City Council Meeting Date: 3/20/24
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 03/8/24
ITEM: Resolution 03-24-13 certifying election
NEXT STEP: Majority voice vote

☐ ORDINANCE
☐ MOTION

☒ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: election certification by City Council via resolution

II. RECOMMENDED ACTION / NEXT STEP: Council motion to approve Resolution 03-24-13

III. FISCAL IMPACTS: Some shared state revenues require that Cities hold annual elections and abide by statute and Code in so doing – therefore, validly held elections are vital to the future of the State of Alaska’s revenue sharing with the City of Cordova.

IV. BACKGROUND INFORMATION: General Election was held March 5, 2024. Ballots cast at the polls (202) and ballots cast during early voting at City Hall between February 13 and March 1 (38) were canvassed on March 5, 2024. Usually, the Election Board will meet 15 days after Election Day for the “All-Ballot Canvassing Session” to count all remaining ballots. This year, there were 7 absentee ballots sent to voters intending to be returned by mail, 5 special needs ballots and one questioned ballot. Of those 13, 10 were counted on March 8 because 2 of the absentee by mail were confirmed by the recipients as not being voted timely and the questioned ballot was determined to be invalid by Division of Elections. Since all outstanding ballots had been accounted for the remaining 10 ballots were canvassed earlier than usual. Total ballots cast was 250, 12.33% voter turnout. Since 2010 that is the third lowest number of ballots cast and second lowest % voter turnout. Averages since 2010 are 530 ballots cast and 27.45% voter turnout. See attached Elections Statistics.

V. LEGAL ISSUES: Council approval of the resolution confirms the validly held election.

VI. SUMMARY AND ALTERNATIVES: Council can approve the resolution or per CMC 2.18.050 B if Council concludes that the election was not conducted validly, it shall order another election.

**CITY OF CORDOVA, ALASKA
RESOLUTION 03-24-13**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA CERTIFYING
THE RESULTS OF THE MARCH 5, 2024 CITY OF CORDOVA GENERAL ELECTION**

WHEREAS, the City of Cordova held its general election on March 5, 2024; and

WHEREAS, the Election Board has canvassed all of the votes of the election and has submitted its certification of election returns of all ballots to the City Clerk; and

WHEREAS, Cordova Municipal Code 2.18.050.A requires that the City Council meet no more than 48 hours after the All-Ballot Canvassing session is complete, to review the Certificate of Returns prepared by the Election Board, and the City Council has reviewed such Certificate of Returns.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City Cordova, Alaska, does hereby:

Section 1: Accept the results as entered on the Election Board Certificate of Returns; and

Section 2: Determine that the election was validly held and that substantial compliance with all voting procedures was affected and that no material discrepancies exist which may affect the outcome of the election; and

BE IT FURTHER RESOLVED that the Council of the City of Cordova, Alaska, certifies the following as the official results of the March 5, 2024 general election: **winners are in bold, italics and underlined**

Council Seat "D"		<u>Votes</u>	Council Seat "E"		<u>Votes</u>
<u>Wendy Ranney</u>		220	<u>David Zastrow</u>		113
School Board		<u>Votes</u>	Hospital Services Board		<u>Votes</u>
<u>Henk Kruithof</u>		203	<u>Diane Ujioka</u>		239
<u>Peter Hoepfner</u>		201	<u>Elizabeth Senear</u>		214
Proposition 1 charter change non-designated council seats and remove 40% threshold for prevailing mayor & council candidates					
<u>Yes</u>	162	Total Ballots Cast 250			
No	62				

BE IT FURTHER RESOLVED that the City Clerk is directed to issue Certificates of Election to each candidate elected to office that is not subject to recount, to prepare Certificates of Election for each approved proposition and to publish the results of the election in a newspaper of general circulation in the City.

PASSED AND APPROVED THIS 20th DAY OF MARCH 2024.

Mayor David Allison

Councilmember Tom Bailer

Councilmember Cathy Sherman

Councilmember Kasey Kinsman

Councilmember Wendy Ranney

Councilmember Anne Schaefer

Councilmember Kristin Carpenter

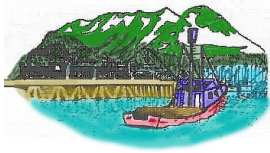
Councilmember Ken Jones

ATTEST:

Susan Bourgeois, CMC, City Clerk

Cordova Election Results/Statistics Regular Elections				at the polls	early voters	absentee mail returned	abentee mail requested	special needs	quest'ed that counted	total ballots cast	year	Ballot propositions		yes	no	result	
year	ballots cast	total registered voters	% turnout														
2010	635	1784	35.59%								2010	prp 1) home heating oil exmpt by initiative	419	186	Yes	2010	
											2010	prp 2) charter chg - investment add by ord or res	439	145	Yes		
											2010	prp 3) \$450k school & related cap imp go bonds	446	155	Yes		
2011	296	1828	16.19%								2011	prp 1) \$500k school & related cap-corr bldg	166	154	Yes	2011	
2012	573	1875	30.56%								2012	prop 1) referred ord 1088 land sale to AIGCO	272	301	No	2012	
2013	698	1902	36.70%								2013	prop 1) char chg ssl or temp pmt family employ, 4-3	437	214	Yes	2013	
											2013	prop 2) char chg publish defined	511	143	Yes		
											2013	prop 3) \$1,081,500 LT2 low int loan	548	118	Yes		
											2013	prop 4) \$785k refuse low int loan	518	146	Yes		
2014	424	1866	22.72%								2014	prop 1) trapping ord-by initiative	232	187	Yes	2014	
2015	523	1863	28.07%	466	42	13	25	2	0	523	2015	prop 1) \$3m bond cdv ctr	334	186	Yes	2015	
2016	833	1861	44.76%	700	94	36	47	1	2	833	2016	prop 1) referred ord 1135 sale to salty steer	327	495	No	2016	
											2016	prop 2) \$3m DEC loan post LT2	616	196	Yes		
2017	435	1907	22.81%	382	38	11	15	2	2	435	2017	none				2017	
2018	580	1905	30.45%	516	44	13	15	6	1	580	2018	none				2018	
2019	500	2020	24.75%	429	47	15	22	5	4	500	2019	prop 1) \$5m harbor bond	354	134	Yes	2019	
											2019	prop 2) 0.5% raw fish tax	350	139	Yes		
2020	459	2067	22.21%	401	43	11	16	4	0	459	2020	none				2020	
2021	674	2103	32.05%	358	232	37	47	45	2	674	2021	prop 1) landfill equip loan	577	96	Yes	2021	
											2021	prop 2) charter chg-personal interest 5-19	463	188	Yes		
2022	843	2042	41.28%	541	235	54	59	14	0	843	2022	prop 1) \$2m loan DEC for harbor pilings	768	52	Yes	2022	
2023	231	2052	11.26%	179	37	11	14	4	0	231	2023	none				2023	
2024	250	2028	12.33%	202	38	5	7	5	0	250	2024	prop 1) charter chg - non-designated council seats	162	62	Yes	2024	

Cordova Election Results/Statistics Special Elections				530		avg ballots cast 2010-2024		pink reg elec years denote Mayor & 3 Council Seats									
				27.45%		avg % turnout 2010-2024											
date	ballots cast	total registered voters	% turnout														
11/4/14	879	1866	47.11%								2014	prop 1) \$2m streets bond	567	312	Yes	2014	
5/12/15	186	1863	9.98%								2015	prop 1) charter change hospital management	168	18	Yes	2015	
11/7/17	338	1891	17.87%	316	17	4	4	1	0	338	2017	prop 1) recall of Hallquist	236	102	Yes	2017	
5/15/18	663	1888	35.12%	526	121	11	11	4	1	663	2018	prop 1) decrease sales tax cap frm \$7500 to \$3000-b	416	236	Yes	2018	
											2018	prop 2) repeal motor fuel tax - by init	376	273	Yes		
											2018	prop 3) prohibit mj establishments - by init	247	412	No		




City Council of the City of Cordova, Alaska

Pending Agenda

March 20, 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 '24	12/6/2023
5)	Res to legislature supporting adoption of stricter punishment for drug sales that cause overdose deaths	6/15/2022
6)	Facility condition assessments part 2 work session (did P&R on 4-19-23) - Oct '23	9/6/2023
7)	City Code re: procurement, Manager spending limit trigger in a code provision	4/19/2023
8)	Discuss/create a policy for established timeframes for review of City ongoing contracts	9/6/2023
9)	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)	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:	
	4/17/2024 7/17/2024 10/16/2024 1/15/2025	
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 '25	
5)	Manager's evaluation - each year in Jan - next one Jan '25	
6)	In May each year City will provide public outreach regarding beginning of bear season	photo by Wendy Ranney
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	8/3/2022
9)	In person attendance requirements for Council members - staff direction action item 3/20/24	
10)	Revisit City Manager's contract - executive session - April 17, 2024 regular meeting	

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

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



City Council of the City of Cordova, Alaska
Pending Agenda
March 20, 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

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-Stormy Haught

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 March 2024

2 year term until May 2026

2) Prince William Sound Aquaculture Corporation Board of Directors

Tom Bailer

re-appointed October 2021

re-appointed October 2018

appointed February 2017-filled a vacancy

3 year term until Sept 2024

**CITY OF CORDOVA, ALASKA
RESOLUTION 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:

Port and Harbor

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.

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.

Feasibility Study services and Fire Protection (hydrants) to Outlying Areas

Water distribution upgrades

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

Backhoe

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

Public Safety

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

Prep Site

Recreational Safety and Development

Pool Infrastructure

- 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 17th DAY OF JANUARY 2024




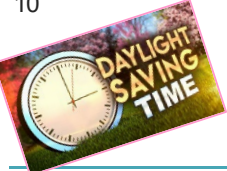







David Allison, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk








March 2024

CALENDAR MONTH	MARCH
CALENDAR YEAR	2024
1ST DAY OF WEEK	SUNDAY

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

April 2024

CALENDAR MONTH	APRIL
CALENDAR YEAR	2024
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1  April Fool's day	2	3 7:00 Council reg mtg CCAB	4	5 Last day to appeal property assessments	6  CHS Prom April 6
7	8	9  6:30 P&Z CCAB	10 CHS @ Aurora Music Regionals Apr 9 - 14 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	11	12 	13
14	15  7:00 BOE Hearing CCAB	16 5:30 CTC Board Meeting CCER	17 7:00 Council reg mtg CCAB	18	19	20
21	22 	23	24 6:00 CEC Board Mtg CCER	25 6:00 Hosp Svc Bd HCR	26	27
28  Passover April 22-30	29	30 6:00 P&R CCM	1	2	3	4
5	6	Notes				

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

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

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

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

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

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

Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
Mayor:	David Allison	March 1, 2022	March-25
3 years	Mayor@cityofcordova.net		
Council members:			
Seat A:	Tom Bailer	March 1, 2022	March-25
3 years	CouncilSeatA@cityofcordova.net	March 5, 2019	
Seat B:	Cathy Sherman	March 7, 2023	March-26
3 years	CouncilSeatB@cityofcordova.net	March 3, 2020	
Seat C:	Kasey Kinsman	March 7, 2023	March-26
3 years	CouncilSeatC@cityofcordova.net		
Seat D:	Wendy Ranney	March 5, 2024	March-27
3 years	CouncilSeatD@cityofcordova.net	July 5, 2023	elected by cncl
Seat E:	David Zastrow	March 5, 2024	March-27
3 years	CouncilSeatE@cityofcordova.net		
Seat F:	Kristin Carpenter	March 1, 2022	March-25
3 years	CouncilSeatF@cityofcordova.net		
Seat G:	Ken Jones	March 1, 2022	March-25
3 years	CouncilSeatG@cityofcordova.net		

Cordova School District School Board of Education - Elected

length of term		Date Elected	Term Expires
3 years	Barb Jewell, president	Mar 1, 2022, Mar 5, 2019, Mar 1, 2016, Mar 5, 2013	March-25
	bjewell@cordovasd.org		
3 years	Henk Kruithof	March 5, 2024	March-27
	hkruithof@cordovasd.org	March 2, 2021	
3 years	Terri Stavig	March 1, 2022	March-25
	tstavig@cordovasd.org		
3 years	Peter Hoepfner	Mar 5, 2024, Mar 2, 2021, Mar 6, 2018, Mar 3, 2015, Mar 6, 2012, Mar 3, 2009, Mar 7, 2006	March-27
	phoepfner@cordovasd.org		
3 years	David Glasen	March 7, 2023	March-26

seat up for re-election in Mar '25	vacant
board/commission chair	
seat up for re-appt in Nov '24	

(updated 03-20-24)

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

Hospital Services - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	Diane Ujioka CCMCBoardSeatC@cdvcmc.com	March 5, 2024 December 19, 2023	March-27
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
3 years	Liz Senear CCMCBoardSeatD@cdvcmc.com	March 5, 2024 March 2, 2021	March-27
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 '25

vacant

board/commission chair

seat up for re-appt in Nov '24

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 03-20-24)