

Mayor
Kristin Smith

Council Members
Debra Adams
Aaron Hansen
Kasey Kinsman
Michael Mickelson
Wendy Ranney
Cathy Sherman
David Zastrow

City Manager
Samantha
Greenwood

City Clerk
Susan Bourgeois

Deputy City Clerk
Colette Gilmour

Regular City Council Meeting
October 15, 2025 @ 7:00pm
Cordova Center Community Rooms
Agenda

A. Call to order

B. Invocation, pledge of allegiance

I pledge allegiance to the Flag of the United States of America, and to the republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

C. Roll call

Mayor Kristin Smith, Council members Debra Adams, Aaron Hansen, Kasey Kinsman, Michael Mickelson, Wendy Ranney, Cathy Sherman, and David Zastrow



D. Approval of Regular Agenda..... (voice vote)

E. Disclosures of Conflicts of Interest and Ex Parte Communication

- conflicts as defined in CMC 3.10.010 should be declared, then Mayor rules whether member should be recused, Council may appeal the Mayor's ruling
- ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

F. Communications by and Petitions from Visitors

1. Guest Speakers – none
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions.....(Hospital Board, School Board, etal)

G. Approval of Consent Calendar..... (roll call vote)

4. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absences of Council members Hansen and Adams from the October 1, 2025, Regular Meeting.
5. Minutes:
 - a. Minutes of the Council Regular Meeting of September 17, 2025..... (page 1)

H. Approval of Minutes – in consent calendar

I. Consideration of Bids/Proposals/Contracts - none

J. Reports of Officers

6. Mayor's Report
7. City Manager's Report..... (page 4)
8. City Clerk's Report..... (page 5)
9. Staff Quarterly reports: 3Q 2025
 - a. Human Resources Department, Director **Kayleen Johnson**..... (page 6)
 - b. Cordova Police Department, Acting Chief, Sergeant **Cameron Hayden**..... (page 7)
 - c. Cordova Harbor & Port, Harbormaster **Tony Schinella**..... (page 9)
 - d. Cordova Chamber of Commerce, Executive Director **Cathy Renfeldt**..... (page 11)
 - e. Cordova Volunteer Fire Department, Chief **Stephen Phillips**..... (page 17)
 - f. Finance Department, Comptroller **Sheryl Glasen**..... (page 22)
 - g. Parks & Recreation Department, Director **Samantha Hagerthy-Schneider**..... (page 24)

K. Correspondence

10. City Council correspondence primer: correspondence policies & procedures..... (page 28)
 - a. 10-01-25 ADEC Notice of open comment period for administrative regulations..... (page 29)
 - b. 10-01-25 Letter from State Assessor with Cordova's 2025 Full Value Determination..... (page 31)
 - c. 10-02-25 Vice Mayor Kinsman letter to Board of Fish opposing ACRs..... (page 32)
 - d. 10-09-25 ABC Board Notice of open comment period for administrative regulations..... (page 33)
 - e. 10-09-25 Marijuana Control Board Notice of open comment period for administrative regs..... (page 34)

L. Ordinances and Resolutions

11. Ordinance 1235..... (voice vote)(page 35)

An ordinance of the Council of the City of Cordova, Alaska authorizing the transfer of \$385,501.60 from the General Reserve Fund (Permanent Fund) to the Refuse Enterprise Fund for the purchase of a 2026 Peterbilt 520 Dumpster Truck -1st reading
12. Resolution 10-25-26..... (voice vote)(page 38)

A resolution of the Council of the City of Cordova, Alaska authorizing the City Manager to enter into a sole source contract with BSI Equipment LLC, to purchase 2026 Peterbilt 520 Dumpster Truck

M. Unfinished Business - none

N. New & Miscellaneous Business

13. Council action on disposal and method of disposal City T-Dock, located on a portion..... (voice vote)(page 41)

of ATS 220, a portion of Block 8, TDP, & a portion of Lot 1, Block 7A, TDP
14. Council action on disposal and method of disposal for a portion of ASLS 79-263..... (voice vote)(page 51)
15. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 58)

O. Audience Participation

P. Council Comments

Q. Executive Session

The 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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**Regular City Council Meeting
September 17, 2025 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes**

A. Call to order – **Mayor Kristin Smith** called the Regular City Council Meeting to order at 7:00 pm on September 17, 2025, in the Cordova Center Community Rooms.

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

C. Roll call – Present for roll call were **Mayor Kristin Smith** and Council members **Debra Adams, Aaron Hansen, Wendy Ranney, Cathy Sherman** and **Dave Zastrow**. Council members **Kasey Kinsman** and **Mike Mickelson** were absent. Also present were City Manager **Sam Greenwood**, and City Clerk **Susan Bourgeois**.

D. Approval of Regular Agenda

Hearing no objection to approval of the agenda, **Mayor Smith** declared it approved.

E. Disclosures of Conflicts of Interest and ex parte communications – **Ranney** mentioned that she had ex parte communication with Mr. Beckett concerning his letter (9g). **Mayor Smith** said that is fine, thank you for disclosing, it is not an action item for Council.

F. Communications by and Petitions from Visitors

1. Guest speakers – none

2. Audience comments regarding agenda items

Joy Landaluce of 501 Fourth Street spoke to item 9b a letter she wrote to Council concerning her senior citizen property tax exemption. She hoped Council would grant her the exemption.

3. Chairpersons and Representatives of Boards and Commissions - none

G. Approval of Consent Calendar

4. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absences of Hansen & Zastrow from the September 3, 2025, Regular Meeting.

5. Minutes: **a.** Minutes of the Regular Council Meeting of August 20, 2025; **b.** Minutes of the Regular Council Meeting of Sept 3, 2025

Vote on the Consent Calendar: 5 yeas, 0 nays, 2 absent. Ranney-yes; Mickelson-absent; Hansen-yes; Kinsman-absent; Sherman-yes; Adams-yes; and Zastrow-yes. Consent Calendar was approved.

H. Approval of Minutes – in consent calendar

I. Consideration of Bids/Proposals/Contracts - none

J. Reports of Officers

6. Mayor's Report – **Smith** said her written report touched on these items: 1) housing; 2) skaters' cabin; 3) State DoT&PF maintenance & operations; 4) community leadership roundtable; 5) innovate Cordova.

7. City Manager's Report - **Greenwood** reported: 1) focus lately has been on budget, working with staff and especially Sheryl on this; 2) **Kevin Johnson** will give public comment for the GCI discontinuation of services notice in correspondence; 3) **Samantha Hagerthy-Schneider** gave an update and said they had located the pool leak – Peterson's Welding has given a reasonable estimate to cut into the pool then a RenoSys (liner manufacturer) tech will come in to sew it back up/weld it up – in that way the liner will remain under warranty; 4) **Hagerthy-Schneider** also reported that Skaters' Cabin has been demo'ed, by Wilson construction – we are excited to get it back up again.

8. City Clerk's Report - **Bourgeois** said her written report touched on: 1) boards – commissions - committees – Fisheries Committee to meet October 16; 2) she included code & statute references on

Marijuana regulations; 3) annexation/borough formation – she has reached out and will again, to get more info from the LBC; 4) records management – record's requests; 5) property taxes – exemptions, bills, etc.

K. Correspondence

9. City Council correspondence primer: correspondence policies & procedures

a. 09-03-25 Mayor Smith correspondence regarding University land disposal; **b.** 09-05-25 Letter from Landaluce regarding Senior Citizen Property Tax exemption; **c.** 09-08-25 ADEC Spill Prevention and Response Division informal open comment period; **d.** 09-09-25 PWSRCAC news release re board mtg in Cordova and agenda for 9/18-19/25; **e.** 09-10-25 RCA notice of GCI application for discontinuation of services; **f.** 09-10-25 Notice for 09-30-25 DoT Open House Second St. Reconstruction Project; **g.** 09-10-25 Email and letter from Beckett regarding City travel lift (**may be discussed in executive session**) Council did request an executive session to discuss item 9(g).

L. Ordinances and Resolutions

10. Ordinance 1234 An ordinance of the Council of the City of Cordova, Alaska amending CMC 3.12.110 "Contracts" to expressly require collective bargaining agreements be approved by City Council via resolution – 2nd reading

M/Sherman S/Ranney to approve Ordinance 1234 An ordinance of the Council of the City of Cordova, Alaska amending CMC 3.12.110 "Contracts" to expressly require collective bargaining agreements be approved by City Council via resolution

Sherman said this has been on pending agenda for a few years and most of the negotiations that the manager is doing are discussed in executive session with the Council and this gives the opportunity for an action to be taken in open session – approval by resolution. **Adams** asked if there was any reason not to do this. The City Clerk and Manager both expressed that the CBA is already, has already always been a public document – this is essentially a formality.

Vote on the motion: 5 yeas, 0 nays, 2 absent. Hansen-yes; Adams-yes; Zastrow-yes; Mickelson-absent; Kinsman-absent; Ranney-yes; and Sherman-yes. Motion was approved.

11. Resolution 09-25-25 A resolution of the Council of the City of Cordova, Alaska inviting RurAL CAP to support the community in creating new housing opportunities

M/Sherman S/Adams to approve Resolution 09-25-24 A resolution of the Council of the City of Cordova, Alaska inviting RurAL CAP to support the community in creating new housing opportunities

Sherman said we had a great work session earlier with RurALCap (September 3) and it is exciting to see what they have going on. She thinks this is a great opportunity for the community. **Adams** said she was impressed and intrigued by the whole process, such a collaborative effort – she thinks it is a great opportunity to bring much-needed housing here but also to bring the community together. **Hansen** asked what we were committing to. **Greenwood** said we are not committing ourselves to anything specific. We will work with them to see if there is an opportunity to move ahead with something in Cordova. **Mayor Smith** added that they don't want to come into community without being invited and this is us doing that.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Kinsman, Mickelson). Motion was approved.

M. Unfinished Business - none

N. New & Miscellaneous Business

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

Clerk said she'd be advertising board/commission vacancies that occur at end of November each year, Council to make those appointments in December.

O. Audience Participation

Stephen Phillips, of 100 Gandil and Fire Chief of CVFD, reported that call volumes are down, everyone is reeling from a crazy, hectic summer. Engine 14 causing issues, blown tire – out of service for now, City shop working on getting a replacement tire. So, we are down 1 apparatus, tanker 9 still in operation – still have adequate response capabilities. Major undertaking for our members – firefighter 1 training begins in October. Fire awareness month in October – so public relations will be a big push. We received a state of

Alaska grant for about \$100k worth of tools/equipment, hydraulic extrication tools – will be huge benefit to the department especially compared to the old, cumbersome tools we now use.

P. Council Comments

Sherman great news from the fire department.

Ranney thanked staff: **Stephen** & volunteers at CVFD, thanks to **Samantha** for hard work and updates for them on pool and skaters' cabin, thanked staff for the marijuana information.

Adams said ditto on congrats to CVFD, pool, **Samantha**. She hopes that there is some kind of resolution on the DoT problem because winter is coming and the State will be needing plows and operators – for the airport, highway, routes to the hospital, etc..

Hansen thanked staff for providing all the information for tonight's meeting.

Zastrow expressed appreciation to all staff, with the vacancies we've had, the work doesn't go away, it gets done by fewer people, he recognized that. He opined that re-initiating the leadership roundtables is a great idea – many topics that affect different entities could be addressed and collaboration could be helpful.

Mayor Smith said she heard from a Murkowski staffer that a retroactive reauthorization of Secure Rural Schools funding is being worked on, so there is hope and perhaps she will write a letter in support of that.

Q. Executive Session

Correspondence: 9. g. 09-10-25 Email and letter from Beckett regarding City travel lift

13. Council discussion with City Manager about 09-10-25 email and letter from Beckett regarding City travel lift, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

M/Hansen S/Adams to go into an executive session for a Council discussion with City Manager about 09-10-25 Email and letter from Beckett regarding City travel lift, a subject which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Kinsman, Mickelson). Motion was approved.

Hearing no objection Mayor Smith recessed the meeting to clear the room at 7:50pm.

Council entered the executive session at 7:53pm and was back in open session at 8:07pm.

Mayor Smith said staff updated Council and no action was taken in the executive session.

R. Adjournment

Hearing no objection **Mayor Smith** adjourned the meeting at 8:08 pm.

Approved: October 15, 2025

Attest: _____

Susan Bourgeois, City Clerk

CITY OF CORDOVA



Samantha Greenwood
City manager

Pool Update

- At the meeting

Budget Schedule

Budget Work Session (WS) Schedule- * indicates Regular CC meeting will follow

~~*10/1/25 WS First look at Revenue - WS 6:00 PM~~

*10/15/25 First review of General Fund- WS 530 PM

10/22/25 BOA Meeting for Council - 6:00 PM

10/29/25 Tentative WS General Fund – 6:00

*11/5/25 GF Works Session 6:00 PM

11/12/25 Wrap up General Fund and Review Enterprise 6:00 PM

*11/19/25 Enterprise funds and fee schedule 6:00 PM

12/3 Finalize budget – Susan starts advertising resolution and vote on 12/17

Motion for land sales

The standard motion for land sales has been to say 'lease or purchase; recently, there was confusion about the council's intended direction. To clarify the motion made by the city council, staff would like to see the motion include whether the disposal method is lease only, purchase only, or both. We have included a reminder to clarify the direction in the land disposal agenda items.

Other

- Budget and more budget
- The digital sign board is getting close to being implemented. It will be located in the Cordova center atrium and allow businesses and other entities to advertise. Similar to the scanner for those who remember that.
- Working with Emily and Arctic IT to push the remaining computers to Windows 11, identifying laptops that need to be replaced, and replacing them with existing computers.
- Various meetings with outside agencies -NVE, CEC, and State

Mayor Smith and Cordova City Council
want you on a City Board or Commission

Library Board, Planning Commission,
Harbor Commission, Parks & Recreation
Commission, and Historic Preservation
Commission all have upcoming vacancies
that Council will fill in December 2025.

Apply today and serve your community in
an important way!

Applications are available on the City of
Cordova website or request one at
cityclerk@cityofcordova.net



Posted 10/03/25



City of Cordova – Human Resources Department

Quarterly Report | Q3 2025 (July – September)

Prepared by: Kayleen Johnson, HR Director

1. Department Overview

This quarter, the Human Resources Department strengthened core functions, improved recruiting, onboarding, and offboarding processes, and identified new policies for development and implementation.

2. Recruiting

- Both Firefighter/Medic I positions were filled.
- Chief of Police and Public Safety Officer positions are still posted. We've received a fair number of applications for Chief of Police, but no one that fits the qualifications.

3. Major Activities & Accomplishments

- Created a New Hire Orientation for new permanent hires.
- Improved onboarding by digitizing the process.
- Created employee facing HR SharePoint page to provide resources for employees.

4. Compliance & Risk Management

- Got OSHA violation from May reduced, fixed, and officially closed.
- Had a few department heads submit requests to have an AKOSH (Alaska OSHA) representative do a walk-through to do what we can to prevent future violations. Walkthroughs will happen during Quarter 4.

5. Employee Engagement & Culture

This will be addressed in the future.

6. Goals for Next Quarter

- Update Performance Evaluations for 2026
- Further improve the onboarding process.
- Draft new policies for requesting footage, temp employee blue sheets, temp employee pay schedule, etc.
- Implement new applicant tracking workflow using monday.com forms to streamline recruitment.

7. Challenges or Needs

- Limited funding for HR technology continues to restrict automation and efficiency, requiring reliance on manual processes.
- Continued emphasis is needed to ensure supervisors are consistently coaching employees and documenting performance throughout the year.



Cordova Police Department

Phone: (907) 424-6100
Fax (907) 424-6120
chayden@cordovapdak.gov
610 Railroad Ave Cordova, Alaska 99574

October 7, 2025

From: Cameron Hayden, Acting Chief

To: Mayor and City Council

Via: Samantha Greenwood

Subject: 3rd Quarter 2025 Report

Date: 10/07/2025

PERSONNEL:

The Department was able to fill 1 full-time Police Officer position. Officer Lilli Heineman joined CPD in June and is currently in the last month of her Field Training & Evaluation Program (FTEP.) Officer Fiser left CPD for the Unalaska Police Department in September. Currently CPD is still down an Officer Position and a Chief, but we were able to bring Officer McMicken back to CPD as a temp employee.

PATROL:

The Cordova Police Department responded to a total of 683 calls for service during the 3rd quarter of 2025. From these calls, 25 arrests were made with two remands, for a total of 64.5-man hours in the jail.

DISPATCH:

Dispatch has continually worked 12-hour shifts until just recently, when Danielle Arnold came on board in September. They are currently on their last month of training within their training program. All dispatchers are currently working with outdated equipment and CPD is looking for new ways to incorporate new equipment through grants so we can perform at a higher standard.

Calls Taken by Dispatchers

Brian-546
Devena-251
Ethan-370
Noah-398
Danielle-75

1,640 Calls Total

Calls for Service Generated 1,296



Cordova Police Department

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October 7, 2025

JAIL

The Cordova Municipal Jail housed 25 people with 2 remands which accounted for 64.5- man hours in the jail facility.

TRAINING

As of 3rd Quarter 2025, K9 Eyak is officially retired and living the quiet life at home with his handler Sgt. Hayden. Dispatch Supervisor Brian Wildrick successfully completed Time Accounting training this past September, which makes him the certified Time-Accountant for the CPD Jail Facility.

Officer Heineman is currently in her last phase of Field Training and is excelling.

Currently all CPD Dispatchers are training on an updated Alaska Public Safety Information Network (APSIN) system that is being put in place by the State of Alaska in an effort to modernize and streamline all Criminal Justice Information (CJIS) related work.

Sharin, CPD's Admin, continues to receive and keep up to date with all Criminal Justice Records training that are offered quarterly.

Current Staffing levels have not permitted other CPD officers to attend Alaska based training in person; however, CPD officers are taking classes that are offered online through the Blue to Gold program as time and opportunity allow.

DMV

The Department of Motor Vehicles has been down for over a year now. We have hired a part-time employee to fill the vacancy, named Spencer Johnson. He comes to us with a deep understanding of computer and networking knowledge that has already proved very useful in the set-up of the DMV space. Spencer will attend training in the month of October. In the meantime, he is setting up the DMV space in a manner that is inviting to the public, with new equipment and furnishings.

When training is complete and the space is up and running, we will announce the opening of the DMV with online booking of appointments to allow a smoother transaction and not to overwhelm those using the DMV.

PROJECTS

Currently, the Cordova Police Department in conjunction with Public Works and the Planner's Office are in the process of transferring the contents of the temporary Copper River Highway Impound lot to the new Impound Lot, located at the City Bailer Facility. The new space provides locked and gated impound storage with concertina wire and wireless security cameras for increased security. So far, the Connex has been moved, and we expect the rest of the vehicles to be transferred soon.

TO: City Manager/City Council

FROM: Harbormaster Schinella

DATE: 10/8/25

RE: 3rd Quarter report 01 July 2025 – 30 Sept 2025

Annual Stalls Assigned: 650 out of 700 Total Slips 92% Occupancy as of 9/30/25

	<u>Jul</u>	<u>Aug</u>	<u>Sept</u>	<u>Total</u>
Vessels Charged Daily Rate	10	8	2	20
Vessels Charged Monthly Rate	8	5	1	14
Vessels Impound Status	3	3	3	3

Port Arrivals:

Shoreside	1	1	1	3
Samson Tug & Barge	3	3	3	9

	<u>Gallons</u>
Used Oil Collected (Jan-Sept)	14,200
Used Oil Delivered (Jan-Sept)	6100
Used oil shipped out 2025	4800

GENERAL ACTIVITIES

0 Vessels Towed
 2 Vessels Pumped
 5 Vessel Bilges Pumped

- Facility rounds twice daily
- Cleaned and restocked restrooms daily
- Shipped out 3300 gallons of used anti-freeze
- Shipped out 4800 gallons of used oil
- Replaced electrical break on I float
- Picked up trash in the Harbor and Shipyard
- Sent out monthly invoices
- Sent out annual slip invoices
- Conducted 81 vessel lifts YTD for 2025
- Conducted 27.5 hours of security detail Samson barge offloads
- Greased Travelift wheel bearing

- Lubricated Travelift wire rope
- Installed new Travelift audible weight limit alarm
- Cleaned front of Harbor office building
- Cleaned up behind harbor office conex's
- Repaired leak restroom drain
- Swept concrete parking areas in South Harbor
- Installed three stage crane stops
- Dug out dirt from under launch ramp floating dock
- Cut brush in the North Fill and South area
- Delivered 1500 gals of used oil to High School
- Delivered 1900 gals of used oil to City Shop
- Collected old zincs around tidal grid

South Harbor Project punch list items

1. Wireless meter reading system data correction
2. Install new crane on Three stage dock this fall

Cordova Chamber of Commerce
Q3 2025 Action Report to City of Cordova
Submitted: October 8, 2025

Dear City Manager, Mayor, and Members of the Cordova City Council,

The Cordova Chamber of Commerce deeply appreciates the City's continued partnership and investment in our work. Rather than a charitable contribution, this support is clearly a sound and strategic investment in the delivery of **essential services** that provide direct, measurable benefits to the City and community. Through our roles as Cordova's **Visitor Center** and **Destination Marketing and Management Organization**, as well as our **business support programs, community event leadership, and economic development initiatives**, the Chamber helps generate **sales and accommodation tax revenues**, attract **visitor spending**, strengthen local businesses, and build a more **resilient, diversified economy**.

The City's annual contribution of **\$70,000**, along with its **in-kind support of the Chamber's office lease**, is critical to sustaining this work. These funds are **strategically leveraged** by the Chamber to **more than double their impact**—each City dollar is matched by additional revenue from **memberships, sponsorships, grants, events, and services**. As an **independent nonprofit organization**, the Chamber is able to deliver these essential services with **far lower overhead** than would be possible if the City were to manage them internally. This partnership ensures that Cordova receives **maximum value and measurable returns** for its investment, including expanded tax revenues, community vitality, and long-term economic growth. This report outlines the Chamber's impact to the City along with details on our activities and priorities during Q3 2025, highlighting the tangible value of this partnership and the outcomes we continue to achieve together.



Direct Value to the City of Cordova

- Cordova Chamber's tourism development and destination marketing efforts continue to drive independent traveler and group visitation, directly supporting the City's \$250,000+ in annual **Accommodation & Vehicle Rental surtax revenues**.
 - Through curated events, strategic marketing, and visitor services, the Chamber helps extend stays, increase bookings, and distribute visitation across the calendar year.
- **Sales Tax** is the City of Cordova's largest single revenue source; and one that the Chamber's *Shop Cordova First* initiatives, community events, and direct business support programs generate measurable increases in.
- Major festivals like Shorebird Festival, Fourth of July, Fungus Festival, and Salmon Jam—as well as targeted meetings and conferences—have a **compounding economic impact**, bolstering lodging, dining, retail, and transportation sectors.
- Our Business Empowerment programs help local entrepreneurs thrive, boosting year-round economic activity and job creation.
- Other communities similar to Cordova (Wrangell or Petersburg, for example) choose to fund internal municipal staff for tourism development, destination marketing, and visitor services—responsibilities that ultimately rest with the municipality—often totaling hundreds of thousands annually; in contrast, **the City of Cordova achieves a strong return on investment and substantial cost efficiency** by supporting the Cordova Chamber to lead this work, with every \$1 of City support generating \$2 through leveraged grants, partnerships, and private fundraising.

Destination Management & Visitor Economy Development

The Chamber continues to lead Cordova's visitor services and destination marketing work, driving local economic activity and supporting the City's accommodation and sales tax base. Our award-winning regenerative approach to destination management aims to balance economic benefit with community well-being and environmental stewardship.

- Coordinating Cordova's 2025 Expedition Cruise visits to encourage economic activity while limiting negative impacts
 - Facilitating and organizing tours via land and water and connecting expedition cruise companies visiting Cordova with local businesses to ensure that these groups create significant economic impact while enjoying themselves enough to want to return in the future;
 - outreach to new expedition cruise companies that align with the community's values and are cognisant of their impact to ensure that we retain our quality of life while maintaining sustainable growth in our visitor industry;
- Providing Visitor Center services to hundreds of walk-in, telephone, and email inquiries each month.
- Multi-faceted community engagement and data collection efforts to gather input and feedback from residents and visitors on what is wanted and not wanted when it comes to tourism growth,
 - Zeroing in on concerns and pains to identify potential pain points
 - Gathering ideas for unexplored areas of growth that align with and support existing industries and businesses
 - Recruited and partnered with master's student studying sustainable economic development to conduct outreach in a multitude of ways including community forums open to the public, focused workshops with stakeholder groups, one on one interviews, surveys, and other community engagement events
- Attended Confluence Summit in Kodiak to work with agencies, Tribes, destinations and nonprofits to draft a **Statewide Regenerative Outdoor Economy Vision & Compact**
- Continuing to refine visitor communications through regular website updates, email marketing, and "Visit Cordova" social media channels. Focusing on independent travelers, small group tours, and regenerative tourism visitors who contribute meaningfully to the community.
- Coordinating with the **Port Communities of Alaska** group and Alaska Municipal League on best practices for managing small cruise visits and aligning head tax revenues with community benefit.
- Chairing Alaska Travel Industry Association's Statewide Sustainable Tourism subcommittee and participating in its Tourism Policy & Planning Committee to ensure Cordova's voice is included in statewide tourism discussions.

Business Support, Innovation & Economic Development

The Chamber's business programs help local entrepreneurs adapt, grow, and thrive, while fostering innovation and diversification across the local economy. Through these programs, the Chamber helps drive local commerce, attract new investment, and strengthen Cordova's year-round economic base.

- Supporting and promoting the **Shop Cordova First** digital gift card program, which keeps spending local and supports small businesses. Over 25 local merchants are now activated with new tap-to-pay compatibility
- Offering **Business Empowerment** events such as Business Beers networking sessions and small-group trainings.
 - Business Empowerment + Business Beers with Resource Development Council (RDC) on July 28 at brewery (over 70 people attended including Rep. Stutes)
 - Chamber + RDC Lunch on July 28 at Cordova Center engaging session created to offer targeted engagement for City, Tribe, Chamber, and RDC.
 - **Startup Sprint** workshop held in collaboration with UAF supporting over a dozen local business members to explore ways they can grow ideas into successful economic opportunities that benefit them and the community. A well-attended Business Beers networking event at Reluctant Fisherman complimented this.
- **Workforce Development** efforts by the Chamber continue to bolster local opportunity:
 - In early stage to begin supporting T3 (Teaching Through Technology)
 - Providing resources and direct support in sustainable tourism and entrepreneurship curriculum for CHS Hospitality & Tourism class
 - Chamber Choice Healthcare – still recruiting our members to sign up for this.
- Supporting local entities to celebrate and honor milestones: Copper River Fleece 30th Anniversary, PWSAC 50th Anniversary
- Collaborating with partners on the **Innovate Cordova** initiative, building visibility for Cordova's collaborative agency + entrepreneurial ecosystem and helping local leaders connect with funding and mentorship.
- Expanding **equipment rentals** and sustainable event resources, including tents, grills, tables & chairs, PA system, and reusable serviceware.
- Sharing **Blue Economy** and **mariculture** opportunities through Chamber communications

Events & Community Engagement

Signature Chamber-led and supported events continue to foster community pride, attract visitors, and stimulate local business activity:

- **Old Time 4th of July**: The Chamber led coordination with community partners and volunteers to ensure a successful celebration despite challenging circumstances.
- **Copper River Salmon Jam**: Provided marketing, communications, and logistical support for this annual music and culture event that draws hundreds of attendees and boosts local spending.
- **Cordova Fungus Festival** (September 19–21): Chamber coordinated marketing and partnerships for this multi-day event featuring guided forays, educational talks, and culinary offerings.
- **Cordova Business Gala** (planned for November 22): Preparations underway for this annual celebration recognizing local businesses and contributions to the community.
- Continuing to promote all community events through the **Online Community Calendar** and annual **Events Overview** resource.

Meetings & Conference Recruitment

The Chamber continues to position Cordova as a desirable destination for small meetings and retreats, generating year-round visitor traffic:

- Recruited/provided planning and logistical support for meeting groups including the **Resource Development Council, RISE-UP, Alaska Tugnuts Rendezvous, UAF Leadership Accelerator, RCAC, Alaska Power Association, Alaska SeaGrant**
- Recruited the **Alaska Democratic Convention Meeting** to Cordova for April 2026.
- Continuing outreach to event organizers and industry associations to recruit future meetings aligned with Cordova's scale and capacity, such as the **Heritage & Cultural Tourism Conference of Alaska, Alaska Telecom Association, Mariculture Conference of Alaska**, and others.
- Providing support to a group of local businesses to develop a collaborative retreat program that would engage residents and bring groups of conference-style visitors to Cordova.
- Promoting the Cordova Center and local hospitality offerings through refreshed web content, paid advertising, and targeted outreach.

These efforts directly contribute to **accommodation and sales tax revenues** by extending the visitor season and attracting professional groups to Cordova.

Advocacy & Regional Collaboration

- AMHS released its Draft Winter Schedule in July with only 15 days to comment and a THREE-MONTH service gap (30 days longer than in the past). We sent in our comments and created a template for the community to send out comments which generated substantial local engagement to the agency.
- Continuing to represent Cordova in **Ferry Focus Groups** and statewide tourism and cruise policy discussions.
- Coordinating with partners on workforce and childcare solutions that strengthen the business environment.
- Advocating for sustainable tourism growth and equitable use of visitor-related revenues to support community needs and destination development.

Organizational Development & Capacity

- Maintaining a strong, professional staff team, including our part-time Program Assistant and contract bookkeeping support.
- Advancing the concept of a **Chamber Foundation (501c3)** to increase grant eligibility and philanthropic partnerships.
- Continuing professional development and board engagement to ensure effective governance and sustainability.

Priorities for the Remainder of 2025

- Hosting the **Cordova Business Gala** in November as a large-scale fundraiser to provide economic ballast to the Chamber that leverages City support while celebrating local business accomplishments and milestones.

- Encouraging local spending during the **Holiday Season** with a charged-up **Shop Cordova First** campaign from Small Business Saturday (after Black Friday) through the Hometown Holiday Kickoff, Holiday Bazaar, and Moonlight Madness.
- Recruiting more Conferences and Meetings that create positive economic impact and engaging local partners in planning for upcoming events and conferences.
- Expanding research on effective policies to manage visitor industry growth and position the community well to maintain mechanisms of control and maximize positive impacts from tourism.
- Advancing our **Destination Strategy Update**, with recommendations expected this fall.
- Exploring funding models that align Chamber destination and business support work with City economic development priorities.

Conclusion

The Cordova Chamber of Commerce continues to deliver substantial value to the City through programs that **generate tax revenue**, **support business vitality**, and **strengthen Cordova's position as a vibrant, resilient destination**. This work is hugely impactful to local business and resident quality of life, which strengthens the local tax base and the City's contributions are VITAL to this work. Without the City's ongoing support, the Chamber will not be able to continue operating. We look forward to continued collaboration with the City to ensure this work remains aligned with shared community and economic goals.

With appreciation,



Cathy Renfeldt
Executive Director
Cordova Chamber of Commerce



YOU ARE INVITED TO ATTEND THE THIRD ANNUAL

Cordova Business

Gala

A SEA OF STARS

SATURDAY, NOVEMBER 22, 2025
6:00 PM TO 9:00 PM

The Cordova Center
621 1ST STREET
CORDOVA, ALASKA

TICKETS AND MORE INFO AVAILABLE AT
CORDOVACHAMBER.COM/GALA



Cordova Volunteer Fire Department

Quarterly Report

Reporting period: Q3 2025

Prepared by:

Stephen Phillips

Fire Chief

Cordova Volunteer Fire Department

Date: October 1st, 2025

Executive Summary

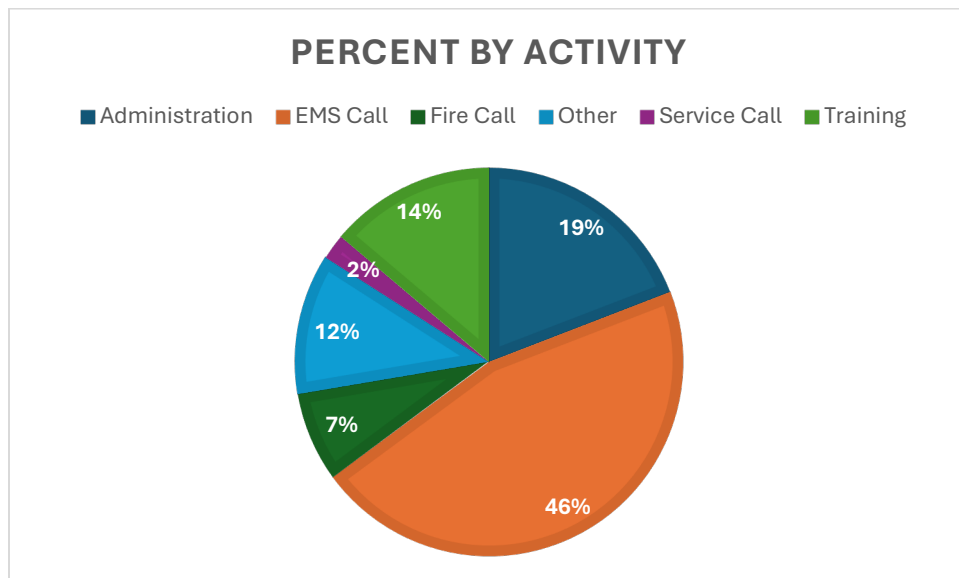
During the third quarter, the department experienced its highest call volume in three years, with a total of 101 calls for service—81 emergency medical services and 20 calls for fire service. Among major incidents, the structure fire, listed as arson, is ongoing and is being handled at the state level in coordination with the district attorney. The department was awarded a grant from the state to acquire new extrication tools, enhancing operational capabilities. Staff levels have returned to full status, and volunteer training has commenced for Firefighter 1 certification, supporting both readiness and personnel development. All the achievements and challenges reflect a period of intense activity and progress for the department.

Call volume for the Quarter

Category	Totals	% from Last quarter
Fire Service	20	122.22%
Emergency Medical Service	81	65.31%
Total Calls for Service	101	74.1%

*From data pulled for the last three years, this is the highest call volume we've had in Q3.

Activity Volume for the Quarter



Major incidents

- 07/14/2025 – Cardiac Arrest Unwitnessed
- 07/15/2025 – Motor Vehicle Accident
- 07/22/2025 – Cardiac Arrest Unwitnessed
- 07/26/2025 – Passenger Vehicle Fire - Arson
- 07/27/2025 – Structure Fire - Arson
- 07/28/2025 – Structure Fire - Unintentional
- 08/01/2025 – Cardiac Arrest Overdose
- 08/16/2025 – Ammonia Leak
- 09/18/2025 – Flammable Liquid Spill

Training and Personnel Development

- Training Hours
 - Scheduled training hours: ~ 42 hours per member
 - Cumulative Personnel Hours: ~ 1,092 hours of training
- Recruitment
 - 1 recruit
 - 1 returning member
- Promotions
 - None for the quarter
- Certifications
 - None for the quarter

Community Engagement

- Public Education:
 - No public education was held for Q3
- Inspections:
 - No site inspections were performed
- Fundraising Events:
 - Annual CVFD Car was held on July 5th

Challenges and Concerns

- **Apparatus Age**
 - NFPA 1901 recommends that all front-line service apparatus be 0-15 years of age and well-maintained. Our newest apparatus was bought in 2004. We continue to explore grants and funding options to help offset the cost of replacing several apparatus.
- **Airpack**
 - We continue to look for options in purchasing new air packs that match the current generation of 4.5 Scotts. However, we've discovered that the bottles are either nearing or have exceeded the expected lifespan. We're currently exploring options by potentially recertifying and hydro-testing the tanks.

Operational Readiness of Equipment

Unit	Status	Issues/Repair Notes
Medic 7	In Service	
Medic 8	In Service	
Engine 3	In Service	
Rescue 1	In Service	
Engine 14	In Service	Tires replaced
Tanker 9	In Service	
Harbor 10	In Service	
ATV 1	In Service	
ATV 2	Out of Service	Engine failure, replacement in progress
Water 1	In Service	
Squad 6	In Service	
Squad 7	In Service	Recalls addressed
Squad 8	In Service	
Gen 1	Out of Service	Battery failure on start
Gen 2	Out of Service	Battery failure on start
Gen 3	In Service	Last start 09/04
Gen 4	In Service	Last start 09/04
COM Trailer	Out of Service	Under construction
Hazmat Trailer	In Service	
MCI Trailer	In Service	

Finance Department Quarterly Update

Q3 Report – July to September 2025

Here's a quick snapshot of what the Finance Department has been up to this past quarter — in addition to the financial reports that have been recently shared as part of the ongoing budget development process:

Beyond the Numbers

This update highlights some of the behind-the-scenes work our department has been focused on — in addition to the financial reports Council has been reviewing during budget planning. We appreciate the opportunity to share not just the numbers, but the story behind them.

Annual Audit – Complete!

We're happy to report that the annual audit is officially wrapped up. A big shoutout to the entire Finance Department for their work in gathering documents, answering questions, and helping things run smoothly. The auditors had no major findings and noted clear improvements within our department — great job, everyone!

Supporting Local Business Compliance

This quarter, we continued our efforts to support local businesses and community members in staying compliant with city code requirements. Our team has been actively providing guidance and resources related to:

- Business Taxes – Answered dozens of inquiries and helped several businesses get back on track with their filings.
- Business Licenses – Assisted multiple new businesses with obtaining licenses and responded to questions from prospective entrepreneurs.
- Utilities – Continued to help residents and business owners understand their utility bills and set up manageable payment plans when needed.

We're meeting people where they are, and the feedback so far has been really positive. Community members appreciate the extra support and clarity.

Training & Development

A sincere thank-you to Council for supporting professional development opportunities. I was grateful for the chance to attend the annual Caselle Summit, where I deepened my understanding of the accounting software we use and picked up new tips to increase efficiency. I'm excited to bring that knowledge back and put it into action.

I'm also looking forward to the upcoming AML Tax Conference, which will be another great opportunity to stay informed, improve processes, and connect with others working in municipal finance across the state.

Team Highlights

The finance team continues to show an impressive mix of professionalism, flexibility, and commitment. Between audit work, community support, and our regular monthly processes, this team keeps things running smoothly and efficiently — without missing a beat. They also have been enjoying fostering a positive team atmosphere throughout City Hall with fun activities such as this month's pumpkin decorating contest. Make sure to stop by City Hall later this month to see everyone's fall spirit.

Thanks for your continued support, and we look forward to keeping the momentum going into the next quarter!

— Finance Department

CITY OF CORDOVA PARKS & RECREATION

3RD QUARTER UPDATE



Parks and Recreation Performance Summary: Quarter 3, 2025

Key performance indicators.

Measure Type	Service Area	Performance measure	FY24 Benchmark	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Total YTD	Indicator
Output	Recreation	Number of visits to Bidarki Recreation Center.	16,491	4,656	6,478	4,710		15,844	😊
Output	Pool	Number of visits to Bob Korn Memorial Swimming Pool.	11,145	4,443	949	N/A		949	😊
Outcome	Department wide	Annual Survey: Quality of Parks & Recreation facilities. % Excellent or Good.	NEW MEASURE	N/A	N/A	N/A		N/A	😐
Output	Recreation	Total number of registrations on recreation programs.	305	303	623	143		1,069	😊
Output	Pool	Total number of registrations on pool programs.	173	146	436	N/A		582	😊
Output	Pool	Total number of times lifeguard intervention was required by users of the Pool.	NEW MEASURE	0	0	0		0	😊

Measure Type	Service Area	Performance measure	FY24 Benchmark	Q1 FY25	Q2 FY25	Q3 FY25	Q4 FY25	Total YTD	Indicator
Output	Recreation	Total number of hours rented at Bidarki Recreation Center.	73	9	38	53		100	😊
Output	Pool	Total number of hours rented at Bob Korn Pool.	872.5	441	96	N/A		537	😐
Output	Odiak Camper Park	Total number of nights used.	417	0	316	607		923	😊
Output	Eyak Lake Skater's Cabin	Total number of nights used.	145	6	38	21		65	😐

Quarter 3 Highlights

Department Administration



2025 Alaska Recreation & Parks Association Conference!

Samantha, Micah, and Jake represented Cordova Parks & Recreation at this year's ARPA conference in Valdez. They took full advantage of the sessions and networking opportunities, connecting with fellow parks and rec professionals from across Alaska. Grateful for the insights and inspiration gained!

Grant Funding

We continue to actively pursue grant opportunities to support all aspects of Parks and Recreation, especially in light of anticipated budget cuts next year. Our focus includes securing funding to maintain services, staff training, and administrative goals, as well as program and park improvements.

However, times have changed, and grants are not as easily accessible as they have been in the past. Increased competition and shifting funding priorities have made the process more challenging. Despite this, our team remains committed to seeking out and applying for all viable local, state, and federal funding opportunities.

Staffing

We had a fantastic team of both new and returning temporary staff this summer, and their energy and dedication played a key role in making the season a success. Thanks to their efforts, we were able to offer an impressive variety of programs, including many exciting drop-in options for the community.

The young individuals who joined us as temporary employees not only gained valuable, experience-based lessons, but also helped create a cohesive, supportive, and fun work environment. Saying goodbye to each of them as they move on is one of the hardest parts of the summer—they leave behind big shoes to fill and lasting impressions on our team and community. Their commitment and teamwork continues to strengthen our department and the services we provide.

Summer Programming

Our summer programming season was a tremendous success! With beautiful weather on our side and strong community participation, this summer was filled with fun, energy, and connection across all ages. From drop-in activities to scheduled events, the variety and turnout truly made it one to remember.

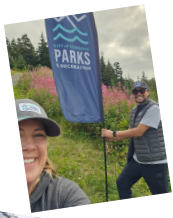
We are so pleased to see that all the hard work our team has put into building the Parks and Recreation services our community deserves is paying off. The positive feedback, high engagement, and joyful atmosphere are proof that our efforts are making a meaningful impact. We can't wait to build on this momentum in the seasons to come!

Bidarki Recreation Center

2nd Annual Skihill Gutbuster

This year's 2nd Annual Gutbuster was a fantastic success! We were lucky to have great weather, which made for an even more enjoyable experience for participants and spectators alike. Once again, we proudly partnered with the Mt. Eyak Ski Hill crew, whose collaboration helped make the event smooth, safe, and fun for all involved. We're thrilled to see this event growing and becoming a highlight of the summer season!





Alaganik Slough Float

The Alaganik Slough Float was a splash of fun and a great time for all who joined! With a relaxed float down the slough, laughter echoing across the water, and a cozy fire waiting at the end, it was the perfect way to enjoy Cordova's incredible outdoors.

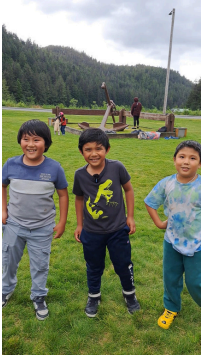


Our Parks & Rec staff served up tasty food cooked over the fire, and no float would be complete without s'mores—plenty of them! It was a laid-back, feel-good event that reminded us how lucky we are to play in such a beautiful place.

We're excited and hopeful to continue hosting this wonderful community event for years to come!

Paddle Power Hour

Fridays in August became a time to take your paddle skills to the lake! This group program was engaging, fun and brought the Cordova paddle enthusiast together to share an hour of engaging, beautiful and relaxing time paddling Eyak Lake.



Parks Maintenance

Facility Boilers

This year, we partnered with Cool Air Mechanical to address our boiler system needs. Both the Bidarki Recreation Center and the pool required upgrades and general maintenance. We are working closely with Cool Air Mechanical to develop long-term plans to improve the efficiency and performance of both systems.

Fish Cleaning Station

We are also currently working on repairing the fish cleaning station that was damaged during the January storm. The damage was significant, but our goal is to have the station restored and returned to its original location soon.

Parks & Open Spaces

Our maintenance staff has also been working hard to keep parks clean, fertilize green spaces, and complete necessary repairs across various facilities. Their efforts play a key role in ensuring our public spaces remain safe, functional, and inviting for everyone.



Odiak Camper Park

Odiak Camper Park has officially closed for the season after a successful year full of exciting changes! We introduced easy payment options with the installation of QR code signs, and online reservations became available for the entire park. Guests enjoyed s'mores kits and firewood, adding to the classic camping experience.

A new boiler was installed, and although we just missed our ambitious revenue goal, our earnings far surpassed last year's—proof that the improvements are already making an impact!

I'm incredibly proud of what's been accomplished. On a tight budget, we've made real progress revitalizing and rebranding this area.

This is only the beginning!





Quarter 3 Facility Updates

Pool maintenance update

Petersons Welding is scheduled to begin plumbing repairs this month. After scoping the system, we successfully identified the source of the leak, and with clear guidance from Rynosys, we're prepared to safely access the pool liner.

Petersons will complete the plumbing work, and Rynosys will fly in a technician—expected no earlier than November—to weld the PVC liner. We're pleased to report that our existing warranty will remain valid throughout the repair process.

Once repairs are finished, we will need to conduct a new lifeguard certification course, as several staff certifications have lapsed during the downtime.

Skaters Cabin Project Update (as of October 8th, 2025)



Funds Raised: \$9,962 from 55 individual donors.

The original Skaters' Cabin on Eyak Lake has officially come down. For years, it was a cozy refuge where skates were laced, cocoa was sipped, and stories were shared. While its absence is deeply felt, it also marks the start of something new—something we're building together.

We're moving forward, actively researching designs, exploring engineering options, and working through the logistics of rebuilding. We're also applying for and searching out grants to help fund the project. But to take the next big steps—like securing professional services, architectural plans, and materials—we still need funds now. Right now, you can support us by participating in the Round-Up fundraiser at AC's, where donations will be matched up to \$2,500!



Quarter 3 Park Updates

Breakwater Trail Covered Space

We have been working with the Covered Spaces Project along with the Streets Department and the Harbor to landscape and ready the area for a community event that will be happening this spring.

Nettie Hanson

This park has been going through a planned maintenance. The Nettie Hansen Park project is progressing well and looks great. This represents a significant step forward in meeting playground compliance standards, although there is still work to be done to achieve full compliance.

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.

Request for comment: Dept. of Environmental Conservation, Administrative Regulations

From Rintala, Jessalynn F (DEC) <jessalynn.rintala@alaska.gov>

Date Wed 2025-10-01 5:01 PM

To Rintala, Jessalynn F (DEC) <jessalynn.rintala@alaska.gov>

NOTICE OF INFORMAL COMMENT PERIOD & PUBLIC HEARING ON DEPARTMENT OF ENVIRONMENTAL CONSERVATION ADMINISTRATIVE REGULATIONS (18 AAC 15, 18 AAC 95)

BRIEF DESCRIPTION: The Department of Environmental Conservation (DEC) is opening an informal comment period to gather public input on DEC's administrative regulations, found in 18 AAC 15 and 18 AAC 95.

POSTING: The full set of DEC's Administrative Procedures regulations (18 AAC 15) is available at the BASIS website at <https://www.akleg.gov/basis/aac.asp#18.15>. The full set of Administrative Enforcement regulations (18 AAC 95) is available at <https://www.akleg.gov/basis/aac.asp#18.95>.

COMMENTS: DEC is requesting comments on all sections of 18 AAC 15 and 18 AAC 95. We want to know which regulations could be improved or clarified, and what changes might make them easier to understand and follow. This is not a formal rulemaking process—your input will help shape future decisions about DEC's administrative regulations:

- Clarify existing regulatory obligations;
- reduce costs for the public, industry, or government;
- improve or streamline procedures, application requirements, and review processes, for example reducing the time required to apply for a license, permit, or benefit;
- reduce administrative burdens;
- streamline permitting procedures;
- improve communication procedures;
- provide greater transparency with respect to standards, decision-making, and rationales for application processing; or
- clarify interagency roles.
-

ADMINISTRATIVE ORDER 360: This notice is part of Governor Dunleavy's Administrative Order 360, which directs agencies to review regulations and identify ways to make them more transparent, more efficient, and less burdensome while continuing to protect Alaskans.

DEADLINE: Comments must be received by **no later than 11:59 p.m. on October 17, 2025.**

TO COMMENT:

- You may submit written comments:
 - by email to jessalynn.rintala@alaska.gov;
 - electronically on [DEC's Electronic Comment Submission page](#);
 - via mail to Jessalynn Rintala, Department of Environmental Conservation, P.O. Box 111800, Juneau, Alaska 99811-1800.
- You may submit oral comments during the telephonic hearing to be held October 15, 2025, from 12:00 p.m. to 1:30 p.m. You may participate by phone by calling 907-202-7104

and using code 291 974 248#. Testimony will be taken from attendees in order of call in. Prior to the start of the hearing, DEC may limit the time allotted for each person providing oral testimony, as reasonably necessary, to conclude the hearing in the time provided. The hearing may be extended for a reasonable amount of time to accommodate those present before 1:30 p.m. who did not have an opportunity to comment prior to that time.

- If you would like to request an in-person hearing, please contact Jessalynn Rintala at Jessalynn.rintala@alaska.gov or 907-465-5061 by 5:00 p.m. by October 3, 2025, with your request. DEC will then schedule an in-person hearing within the public comment period if possible and will public notice the time and location of the in-person hearing.

Please do not include any confidential information in written or oral comments.

ADA: The State of Alaska, Department of Environmental Conservation, complies with Title II of the Americans with Disabilities Act of 1990. If you are a person with a disability who needs accommodation to participate in this public process, please get in touch with Kristin Mabry at kristin.mabry@alaska.gov or 907-334-0884. Alaska Relay/TTY/TDD users may call 800-770-8973 or dial 711.

Jessalynn Rintala

Environmental Program Specialist IV

Office of the Commissioner

Alaska Dept. of Environmental Conservation

410 W. Willoughby Ave., Ste 300

Phone: (907) 465-5061

Email: jessalynn.rintala@alaska.gov



THE STATE
of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

Division of Community and Regional Affairs
Anchorage

550 W 7th AVE, STE 1650
Anchorage, AK 99501-3510
Main: 907.269.4501
Toll free: 877.769.4539
Fax: 907.269.4563

October 1, 2025

CERTIFIED/RETURN RECEIPT REQUESTED
9627 0710 5270 0749 1728 36

Office of the Mayor
City of Cordova
PO Box 1210
Cordova, AK 99574

RE: 2025 FULL VALUE DETERMINATION

Dear Sir or Madam,

As required by AS 14.17.510 (Public Schools Foundation Program), the Department of Commerce, Community, and Economic Development has determined that, as of January 1st of the current year, the full and true value of taxable real and personal property within your municipality is as follows:

Real Property:	\$357,809,578
Personal Property	\$89,562,696
State Assessed Property (AS 43.56):	\$13,148,000
TOTAL:	\$460,520,273

This full value determination is a final determination of the Department of Commerce, Community, and Economic Development. Pursuant to AS 14.17.510(a) and Alaska Rule of Appellate Procedure 602(a)(2), you have thirty days to appeal this determination to superior court. If you have any questions concerning this full value determination, please contact our office at (907) 269-4565.

Sincerely,

Handwritten signature of Dan Nelson in black ink.

Dan Nelson
State Assessor

CITY OF CORDOVA



To: Chairperson Marit Carlson-Van Dort
Alaska Board of Fisheries
10/02/25

Dear Chairperson Marit-Van Dort & Members of the Board,

I am writing to respectfully urge the Board not to adopt the Agenda Change Requests (ACRs) relating to the Copper River gillnet season. The proposals under consideration do not meet the requirement that an ACR demonstrate a conservation purpose supported by sufficient data.

In 2024, the Board of Fisheries adopted significant conservation measures to reduce king salmon harvest in the Copper River fishery to conserve kings. These actions represented substantial sacrifices by Area E gillnet permit holders and were designed to provide additional protection for the stock. The results of those measures have not yet been fully realized. Considering further restrictions before those outcomes are evaluated would be premature and inconsistent with the Board's ACR criteria.

Data gaps further underscore why these ACRs should not move forward. We do not yet have data from the federal subsistence fishery. The Native Village of Eyak's mark-recapture program faced challenges in 2024 and 2025, leaving only fleet harvest and sonar counts as primary indicators of run strength. Without complete and reliable data across user groups, implementing further restrictions undermines both resource management, the Board's actions in 2024, and local economies.

The economic consequences of lost fishing time are significant. In 2024, the Copper River gillnet fishery generated an estimated \$12 million in ex-vessel value. Removing one week of fishing could reduce direct earnings by \$1–2 million, with total impacts of \$4–6 million when including processing, wages, and local spending. We took that hit on our economy in 2025, from the conservation efforts implemented at the 2024 Board of Fish. Another 1-4 weeks of lost opportunity could raise these losses into the tens of millions of dollars, affecting both Cordova and the State of Alaska.

The Copper River fishery is a model of sustainable management and a vital economic and cultural resource. It provides food security at home and delivers world-renowned salmon to markets across the globe. Decisions regarding the fishery must follow the best available science, the Board's established process, and respect conservation measures already in place.

For these reasons, I urge the Board to reject ACRs that would further reduce Copper River gillnet opportunity.

Sincerely,

Kasey Kinsman, Vice Mayor
Representing City of Cordova Mayor & City Council

Solicitation for Public Input – Alcoholic Beverage Control Board Regulatory Revisions - 11.5.25 and 12.9.25 meetings

From CED AMCO REGS (CED sponsored) <amco.reg@alaska.gov>

Date Thu 2025-10-09 1:20 PM

Cc CED AMCO REGS (CED sponsored) <amco.reg@alaska.gov>

Greetings,

In response to Administrative Order 360, the Alcoholic Beverage Control Board is soliciting written and oral comments from affected industries, community organizations, and the general public regarding regulations and materials incorporated by reference in 3 AAC 305.010 – 305.950.

More information on AMCO and Administrative Order 360 can be found on our website at this link:

<https://www.commerce.alaska.gov/web/amco/AO360>

Written comments must be received by the deadline of 11:59 pm on December 16, 2025 and may be sent to the AMCO at 550 W. 7th Ave., Suite 1600, Anchorage, AK, 99501, or by electronic email to amco.reg@alaska.gov, or through the Alaska Online Public Notice system, by accessing the notices and using the comment link.

Oral comments will be submitted via the virtual hearings (via zoom/telephone only) at the meetings shown below:

Wednesday, November 5, 2025

10:00am – 12:00pm

Online Public Notice link: <http://notice.alaska.gov/221270>

Zoom Meeting Information https://amco-alaska-gov.zoom.us/join/83846257133?signature=r6lYAzZLqjKlkrE5UKxHz4ZSs_qzPY3L9XV1qX5upiM

Tuesday, December 9, 2025

10:00am – 12:00pm

Online Public Notice link: <http://notice.alaska.gov/221271>

Zoom Meeting Information https://amco-alaska-gov.zoom.us/join/83002401346?signature=WbMwo_YSzAxXecGUaG5S6yrADF0aJ68y5DYpXtRkKBs

Respectfully,



Kristina Serezhenkov
Local Government Specialist
Alcohol and Marijuana Control Office
kristina.serezhenkov@alaska.gov
amco.localgovernmentonly@alaska.gov
Tel: 907-269-0359

Solicitation for Public Input – Marijuana Control Board Regulatory Revisions - 11.5.25 and 12.9.25 meetings

From CED AMCO REGS (CED sponsored) <amco.reg@alaska.gov>

Date Thu 2025-10-09 2:08 PM

Cc CED AMCO REGS (CED sponsored) <amco.reg@alaska.gov>

Greetings,

In response to Administrative Order 360, the Marijuana Control Board is soliciting written and oral comments from affected industries, community organizations, and the general public regarding regulations and materials incorporated by reference in 3 AAC 306.005 – 306.995.

More information on AMCO and Administrative Order 360 can be found on our website at this link: <https://www.commerce.alaska.gov/web/amco/AO360>

Written comments must be received by the deadline of 11:59 pm on December 16, 2025 and may be sent to the AMCO at 550 W. 7th Ave., Suite 1600, Anchorage, AK, 99501, or by electronic email to amco.reg@alaska.gov, or through the Alaska Online Public Notice system, by accessing the notices and using the comment link.

Oral comments will be submitted via the virtual hearings (via zoom/telephone only) at the meetings shown below:

Wednesday, November 5, 2025

1:00pm – 3:00pm

Online Public Notice link: <http://notice.alaska.gov/221272>

Zoom Meeting Information https://amco-alaska-gov.zoom.us/join/89663224596?signature=J5opA5pC_4WR2A-6TXilmNX6FeRTmP45HzTWhot9lY8

Tuesday, December 9, 2025

1:00pm – 3:00pm

Online Public Notice Link: <http://notice.alaska.gov/221273>

Zoom Meeting Information https://amco-alaska-gov.zoom.us/join/82804087966?signature=id7KtRGh7tAcbgglFr_XXRlglheQSFHrq2QvFVvRA7A

Respectfully,



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AGENDA ITEM 11
City Council Public Hearing & Regular Meeting Date: 10/15/25
CITY COUNCIL COMMUNICATION FORM

FROM: Kevin Johnson, Public Works Director

DATE: 10/7/25

ITEM: Ordinance 1235 - Transfer of Funds from Permanent Fund to Purchase a 2026 Peterbilt 520 Dumpster Truck

NEXT STEP: Vote on Ordinance 1235

☒ ORDINANCE
☐ MOTION

☐ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: Staff suggests the following motion: “I move to adopt Ordinance 1235 authoring the City Manager to transfer funds from the permanent fund for the purchase of a 2026 Peterbilt 520 Dumpster Truck”

II. BACKGROUND: The Refuse Division typically has two dumpster trucks as part of its fleet. Until this summer that consisted of a 2018 model and a 2002 model. The newer truck has typically functioned as the main vehicle, with the older one as the backup used when the main truck is down for repairs and maintenance. Occasionally both trucks will run simultaneously during the summer if the processors and other industrial users are creating a larger than typical volume of refuse. Ultimately have a minimum of two dumpster trucks in the fleet is a requirement to ensure we remain operational.

We are currently down to one truck due to the older 2002 truck being involved in an accident this summer while the main truck was down for repairs. The truck was totaled and left us in a situation in which we were unable to keep up with the refuse demand during the busy fishing season. Valdez was gracious enough to loan us a truck as a back up to get us through the end of the fishing season. That truck has now been returned to Valdez, and we need to order a new truck asap to ensure we are prepared for next year’s busy summer season.

After researching what truck would be a suitable replacement for the job and what is available on the market, Refuse has determined that the best option will cost \$412,389.60. A down payment of \$26,888.00 will be made from the insurance money received from the totaled dumpster truck from summer of 2025. This will leave a remaining balance of \$385,501.60 which the Refuse Division is requesting a loan from the Permanent Fund to cover. More information on this is available in the memo for Resolution 10-25-26.

After reviewing financing options, staff believes the most financially responsible option for both the

Refuse Division and the City as a whole, would be to take a loan out of the Permanent Fund to help purchase the vehicle. The City would transfer \$385,501.60 from the Permanent Fund and the Refuse Division would add \$26,888 (insurance payout from totaled truck) and these combined funds would be used to pay BSI Equipment LLC, for the truck.

The Refuse Division is requesting a low or no interest loan. The reasoning for this is that they are attempting to hold customer rates steady and there are also four major expenses coming up over the next three to five years. These projects include installing a DEC mandated bear fence at the land fill (est. \$700K to \$1 million), DEC mandated landfill gas monitoring sensors (still exploring costs, anticipating low hundred thousands), and two pieces of equipment are needing replacement (residential trash truck about \$250K and skid steerer about \$150K). Between the upcoming expenses and attempting to hold rates steady for customers after a roughly 10% increase in 2025, we ask that the Council consider a no interest loan.

If the Council determines that they believe interest must be paid, we request an interest rate of 3% with a 7-year payback term. The loan of \$385,501.60 would be paid back with seven (7) annual payments over a period of seven (7) years at an interest rate of 3%. This would generate an additional \$47,626.59 in interest that the Refuse Division would have to pay back on top of the loan amount. The loan amortization schedule would be as follows:

	Beginning Balance	Interest	Principal	Ending Balance
1	\$385,501.60	\$11,565.05	\$50,310.41	\$335,191.19
2	\$335,191.19	\$10,055.74	\$51,819.72	\$283,371.47
3	\$283,371.47	\$8,501.14	\$53,374.31	\$229,997.16
4	\$229,997.16	\$6,899.91	\$54,975.54	\$175,021.62
5	\$175,021.62	\$5,250.65	\$56,624.81	\$118,396.81
6	\$118,396.81	\$3,551.90	\$58,323.55	\$60,073.26
7	\$60,073.26	\$1,802.20	\$60,073.26	-\$0.00

III. SUMMARY AND ALTERNATIVES: The Refuse Division needs a second dumpster truck to ensure normal operational capacity. The Refuse Division requests that the City Council authorize that the money necessary to purchase the new truck be loaned from the Permanent Fund.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1235**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE TRANSFER OF \$385,501.60 FROM THE GENERAL
RESERVE FUND (PERMANENT FUND) TO THE REFUSE ENTERPRISE FUND
FOR THE PURCHASE OF A 2026 PETERBILT 520 DUMPSTER TRUCK**

WHEREAS, the Refuse Division requires a second dumpster truck to maintain normal operations and ensure trash pick-up can be accomplished; and

WHEREAS, the Refuse Division has \$26,888 to contribute to the purchase of the vehicle, by using the insurance payout from the trash truck that was totaled in summer of 2025; and

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

Fund #	Fund Title	Purpose	Amount
505-390-49998	Transfer from Permanent Fund	Refuse Dumpster Truck	\$385,501.60
	Total		\$385,501.60

WHEREAS, the additional amount required to equal the full price of the vehicle, \$385,501.60, will be loaned from the Permanent Fund and then paid back to the Permanent Fund by the Refuse Division with seven (7) annual payments over a period of seven (7) years at an interest rate of 3%, generating \$47,626.59 in interest for the Permanent Fund.

(THIS WHEREAS TO BE STRICKEN IF COUNCIL DETERMINES NO INTEREST IS REQUIRED)

NOW, THEREFORE BE IT ORDAINED that the Council of the City of Cordova, Alaska, hereby authorizes the transfer of \$385,501.60 from the General Reserve Fund (Permanent Fund) to the Refuse Enterprise Fund for the purchase of capital equipment.

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

1st reading and Public Hearing: October 15, 2025

2nd reading and Public Hearing: _____

PASSED AND APPROVED THIS _____ DAY OF _____.

Kristen Smith, Mayor

ATTEST:

Susan Bourgeois, City Clerk



AGENDA ITEM 12
City Council Meeting Date: 10/15/25
CITY COUNCIL COMMUNICATION FORM

FROM: Kevin Johnson, Public Works Director
DATE: 10/7/25
ITEM: Resolution 10-25-26 - Award of Sole Source Contract to BSI Equipment, LLC for the Purchase of a 2026 Peterbilt 520 Dumpster Truck
NEXT STEP: Council approval of a resolution authorizing the City Manager to negotiate the contract

☐ ORDINANCE
☐ MOTION

☒ RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE: To approve a sole source contract with BSI Equipment, LLC, to purchase a 2026 Peterbilt 520 Dumpster Truck.

5.12.150 - Sole source procurements.

A. The city may procure supplies, services, or construction without competition where the city manager determines in writing that one of the following circumstances applies:

1. Supplies, services, or construction that reasonably meet the city's requirements are available from only one vendor;
2. The supplies, services, or construction have a uniform price wherever purchased;
3. The supplies, services, or construction may be purchased from or through another governmental unit at a price lower than that obtainable from private vendors;
4. The price of the supplies, services, or construction is fixed by a regulatory authority; or
5. The contract is for professional services that the council by resolution determines to procure without formal competition.

B. The award of any contract under this section shall be subject to prior council approval in accordance with Section 5.12.040.

This contract meets the requirements of 5.12.150(A)(1) above. Refuse staff have researched the possible replacement options for the Dumpster Truck, and it was determined that no used trucks were available in Alaska, and those outside of the State were financially and logistically impractical to purchase. Only one quote was received meeting the needed specifications when searching for a new truck, within the State.

II. RECOMMENDED ACTION / NEXT STEP: Council suggested motion “to approve Resolution 10-25-26, a resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole-source contract with BSI Equipment LLC, to purchase A 2026 Peterbilt 520 Dumpster Truck, for the Refuse Division.”

III. FISCAL IMPACTS: The total for the dumpster truck is \$412,389.60. The Refuse Division will put \$26,888.00 down on the purchase which is the amount of money received from the insurance payout from the totaled dumpster truck earlier this summer. This will leave a remaining balance of \$385,501.60 which the Refuse Division is requesting a loan from the Permanent Fund to cover. This request is included as a separate agenda item in this packet under Ordinance 1235.

IV. BACKGROUND INFORMATION: The Refuse Division typically has two dumpster trucks as part of its fleet. Until this summer that consisted of a 2018 model and a 2002 model. The newer truck has typically functioned as the main vehicle, with the older one as the backup used when the main truck is down for repairs and maintenance. Occasionally both trucks will run simultaneously during the summer if the processors and other industrial users are creating a larger than typical volume of refuse. Ultimately have a minimum of two dumpster trucks in the fleet is a requirement to ensure we remain operational.

We are currently down to one truck due to the older 2002 truck being involved in an accident this summer while the main truck was down for repairs. The truck was totaled and left us in a situation in which we were unable to keep up with the refuse demand during the busy fishing season. Valdez was gracious enough to loan us a truck as a back up to get us through the end of the fishing season. That truck has now been returned to Valdez and we need to order a new truck asap to ensure we are prepared for next years busy summer season.

After researching what truck would be a suitable replacement for the job and what is available on the market, Refuse has determined that the best option is to purchase a new 2026 Peterbilt 520 Dumpster Truck at a cost of \$412,389.60 through BSI Equipment LLC. This purchase would be through the Sourcewell contract process which provides a discounted price to municipalities.

New trucks located out of state were researched and found that while there is availability, they move off the market fast which creates difficulties with our procurement process. Also transportation and other logistics to get the truck to Cordova adds an additional 15K to 20K. These trucks ranged from \$390K to 419K not including shipping.

Used trucks were also researched and none were found available in State. Several were found out of State at a price range between 350K and 380K, without shipping costs, and had between 50K and 100K miles on them.

With this information we believe it is the best option to purchase a new 2026 Peterbilt 520 Dumpster Truck from BSI Equipment Inc and request that you approve for the City Manager to enter into a contract with BSI to purchase the truck.

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

**CITY OF CORDOVA, ALASKA
RESOLUTION 10-25-26**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AUTHORIZING
THE CITY MANAGER TO ENTER INTO A SOLE SOURCE CONTRACT WITH BSI EQUIPMENT
LLC, TO PURCHASE 2026 PETERBILT 520 DUMPSTER TRUCK**

WHEREAS, the Refuse Division is currently reduced to only one dumpster truck to complete daily operations as the backup truck was involved in an accident and declared totaled in summer of 2025; and

WHEREAS, a second truck is necessary for ensuring dumpsters are emptied daily, and sometimes multiple times daily during fishing season, when the main truck is down for maintenance and repairs; and

WHEREAS, the Refuse Division has researched both new and used options for replacing the truck; and

WHEREAS, there are no used options located within the State that meet the needs of the Refuse Division and those outside of the State are neither financially or logistically feasible to purchase when compared to the new truck found in State; and

WHEREAS, City Council does hereby approve the following as required in Cordova Municipal Code Section 5.12.040 Council approval of contracts:

- A.** Contractor: *BSI Equipment LLC*
- B.** Contract price: *\$412,389.60*
- C.** Nature and quantity of the performance that the City shall receive:
2026 Peterbilt 520 Dumpster Truck
- D.** Time for performance: *May – June 2026*; and

WHEREAS, pursuant to Cordova Municipal Code Section 5.12.150A, the City Manager has determined in writing that, due to lack of reasonably priced available vehicles, shipping and logistical costs, and that the selected truck can be purchased through the Sourcewell contract, City Council agrees in approving this resolution that the city requirements are being met with a sole contract with BSI Equipment LLC.

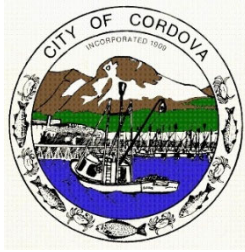
NOW, THEREFORE BE IT RESOLVED THAT the Council of the City of Cordova, Alaska, hereby authorizes the City Manager to enter into a sole source contract with BSI Equipment LLC to purchase a 2026 Peterbilt 520 Dumpster Truck.

PASSED AND APPROVED THIS 15th DAY OF OCTOBER 2025

ATTEST:

Kristin Smith, Mayor

Susan Bourgeois, City Clerk



AGENDA ITEM # 13
City Council Regular Meeting Date: 10/15/2025
CITY COUNCIL COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner

DATE: Wednesday October 15, 2025

ITEM: Letter of Interest for the City T-Dock Located on a portion of ATS 220, a portion of Block 8, TDP, & a portion of Lot 1, Block 7A, TDP

NEXT STEP: Decision on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION

☐ RESOLUTION
☐ ORDINANCE

I. REQUEST OR ISSUE: Requested Actions: Decision on Disposal and Disposal Method
Applicant: Camtu's Alaska Wild Seafoods
Legal Description: a portion of ATS 220, a portion of Block 8, Tidewater Development Park, & a portion of Lot 1, Block 7A, Tidewater Development Park
Parcel Number: 02-059-210
Area: Approximately 17,352 Sq. Ft.
Zoning: Area Not Currently Zoned

II. RECOMMENDED ACTION / NEXT STEP: After selecting a disposal method (numbers 1-4 below) please clearly define if you are choosing to dispose of the property by a lease (rent) or by purchase (sale) or both. Staff has provided the following motions for City Council to open the agenda item for discussion:

"I move to dispose of a portion of ATS 220, a portion of Block 8, Tidewater Development Park, & a portion of Lot 1, Block 7A, Tidewater Development Park approximately 17,352 square feet in size as outlined in Cordova Municipal Code 7.40.060 B by *"

Choose one of the following to insert for the asterisk:

1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property.
2. Invite sealed bids to lease or purchase the property.
3. Offer the property for lease or purchase at public auction.
4. Request sealed proposals to lease or purchase the property.

III. FISCAL IMPACTS: The property would become part of the City's lease or sale revenue, possessory interest property tax or property tax, and a potential increase in raw fish tax revenue based on the applicant's anticipated increased efficiency and desire to operate during the shoulder season.

IV. BACKGROUND INFORMATION: Camtu's Alaska Wild Seafoods submitted a letter of interest to purchase the City T-Dock on Breakwater Ave. Their starting offer is one million dollars (\$1,000,000.00). The City T-Dock is located on a portion of ATS 220, on a portion of Block 8, Tidewater Development Park, and on a portion of Lot 1, Block 7A, Tidewater Development Park. The applicant has been using the North Harbor Loading Dock as a way to receive raw fish for their seafood processing facility.

The City T-Dock was constructed in 1988 and has been utilized by the Coast Guard and the community as a loading, unloading, and mooring area for larger vessels. The dock is 300' long by 32' wide with a dock driveway of 216' long by 13' wide. The City T-Dock is maintained by the Harbor and the infrastructure is utilized by the fleet.

The Planning Commission Regular Meeting

On September 9, 2025, the Planning Commission of the City of Cordova met to consider the disposal of a portion of ATS 220, a portion of Block 8, Tidewater Development Park, & a portion of Lot 1, Block 7A, Tidewater Development Park, approximately 17,352 square feet—as per Cordova Municipal Code 7.40.060 B. The item stemmed from a letter of interest by Camtu's, a local business, to lease or purchase the property known as the City T-Dock. Commissioners discussed the implications of privatizing this public asset, weighing Camtu's expansion needs against public access, harbor operations, and community benefits.

Commissioner Ranney initiated the motion to recommend that the City Council negotiate an agreement with the interested party but voiced strong reservations about disposing of public assets. He highlighted the City T-Dock's critical role for tenders loading and unloading equipment, advocating for guarantees of continued public use if privatized. **Ranney** suggested reconfiguring the property line to adjoin Ocean Beauty's land for a more practical shape, benefiting tax revenue and Camtu's operations. He also proposed a maintenance bond to prevent disrepair and supported Camtu's need for controlled space, though not at the expense of rendering adjacent City land unusable.

Commissioner Foode seconded the motion and expressed support for businesses like Camtu's that contribute to the community long-term. She emphasized the property's potential for branding and suggested incorporating public-friendly features, such as boardwalks inspired by California's designs, to ensure safe access for families. Foode endorsed the idea of a bond to safeguard the property's condition, especially in case of ownership changes that could alter its use, stressing the importance of protecting this asset for future generations.

Commissioner Hall raised concerns about proceeding without Harbor Commission input, noting the dock's integration with the harbor system and referencing a prior tidelands application that included conditions. He suggested conditioning any decision on Harbor review and amended the motion to recommend disposal via a request for sealed proposals (RFP) instead of direct negotiation, to allow broader public notice and potential competing interests. **Hall** recalled historical access changes in the harbor, pointing out reduced public points due to past developments, and emphasized the need for the City Council to seek Harbor Commission recommendations.

Commissioner Den Adel inquired about impacts on other user groups, like 60 North, and whether they would retain equal access to alternative docks if the City T-Dock were privatized. He recommended gathering data on the property's fair market value, current revenue from dock usage, and potential tax implications for informed decision-making by other committees. **Commissioner Trumblee** supported Camtu's expansion efforts, praising their repeated proposals that enhance business and generate tax revenue for Cordova. She viewed the harbor primarily as a working space for fishing and economic activities rather than green space and noted the possibility of revisiting the south fill as an alternative if the City T-Dock proved unsuitable.

Commissioner Harrison, as chair, facilitated the discussion and expressed hesitation about disposing of an actively used public dock, distinguishing it from vacant land. She questioned how privatization would ensure access for other users and the community, noting the City's ownership of two ocean docks but emphasizing the

irreplaceable nature of the City T-Dock. **Harrison** sought clarity on alternatives for displaced users and reiterated that the core question was whether the Commission viewed the City T-Dock as disposable. Staff, including **City Planner Hadley Coward** and **Public Works Director Johnson**, provided procedural insights, noting the letter's vagueness due to the disposal process and the absence of Harbor Commission review owing to a canceled meeting.

Full Video: <https://www.youtube.com/watch?v=-SBObRmjxWU>

The Harbor Commission Special Meeting

On September 17, 2025, the Harbor Commission of the City of Cordova convened to discuss the proposed disposal of the City T-Dock, a portion of Block 8, Tidewater Development Park, a portion of ATS 220 and Lot 1, Block 7A, Tidewater Development Park, approximately 17,352 square feet, as outlined in Cordova Municipal Code 7.40.060 B. The agenda item, initiated by a motion from **Commissioner Kruithof** to discuss recommended action, focused on a letter of interest from Camtu's to lease or purchase the City T-Dock. The discussion centered on the dock's critical role for larger vessels, the potential loss of public access through privatization, and alternative solutions to support Camtu's expansion. **Harbor Master Schinella** provided operational context, noting that dockage fees are not differentiated between the City T-Dock and Ocean Docks.

Commissioner Schuetze emphasized the City T-Dock's importance for larger vessels, both resident and transient, for onloading and offloading, particularly when the Ocean Dock is occupied by barges. He expressed significant concerns about privatizing the dock, noting that once sold, the City would lose control over its use. **Schuetze** spoke to the drive-down dock's size limitations make the City T-Dock indispensable, and he could not support disposal due to the irreversible loss of public access for the fleet.

Commissioner Jones acknowledged Camtu's valuable contributions to the community and supported their need for a dock but opposed selling the City T-Dock. He advocated for new infrastructure to benefit the entire fleet, suggesting that Camtu's resources could be directed toward such a project. **Jones** highlighted a previously approved south fill tidelands proposal as a preferable alternative, expressing disappointment that it did not proceed and encouraging its revisitation to expand waterfront capacity without sacrificing existing public infrastructure.

Commissioner Kruithof echoed the sentiment of supporting Camtu's need for a dock but stressed that relinquishing the City T-Dock would not serve the broader fleet's interests. He underscored the dock's integral role in harbor operations and opposed its disposal, aligning with the preference for exploring alternative locations or solutions to accommodate Camtu's expansion while preserving public access for other users.

Commissioner Craig agreed, emphasizing the City T-Dock's heavy use by larger vessels and the City's limited space for such boats. He supported revisiting the south fill extension dock, recalling its prior approval and potential to create new habitat despite some environmental concerns. **Craig** noted the lack of specific dockage revenue data for the City T-Dock and concluded that disposal would not be in the City's best interest. He called for a vote to formalize the Commission's stance.

The Harbor Commission unanimously voted against recommending the disposal of the City T-Dock, with a vote of 0 yea, 4 nay (Craig, Schuetze, Jones, Kruithof), and 1 absent (Collins). The Commission recommended that the City not dispose of this critical infrastructure due to its importance to larger vessels. Instead, they expressed strong support for Camtu's expansion through alternative means, particularly revisiting the south fill tidelands proposal. **Commissioner Jones** indicated openness to a long-term lease of the City T-Dock but not a sale, prioritizing the preservation of public access and harbor functionality.

Full Video: <https://www.youtube.com/live/skDeesQrWUs?feature=shared>

The City Council Regular Meeting

The City Council heard this agenda item at their regular meeting on Wednesday October 01, 2025, and after discussion voted to refer the agenda item back to Staff. They asked that a list of questions be answered, and the agenda item be brought back before them for review.

Vote: 5 yea, 0 nay, 2 absent (Adams & Hansen).

Full Video: <https://www.youtube.com/watch?v=llgRL43QRNo>

The information below is based on the questions asked by City Council at their Wednesday October 01, 2025, Regular Meeting with Staffs responses attached for clarity on the agenda item as requested.

Docks Revenue & Maintenance

City T-Dock:

Dockage \$85,000

Wharfage \$15,000

Total Revenue \$100,000

Annual Maintenance Cost \$3,100

Ocean Dock:

Dockage \$31,180

Wharfage \$168,820

Total Revenue \$200,000

Annual Maintenance Cost \$11,241

North Harbor Loading Dock:

Dockage \$21,000

Wharfage \$17,000

Total Revenue \$38,000

Annual Maintenance Cost \$2,000

Cost of Cranes & Installation

Cost of One Crane \$80,000

Ocean Dock:

Cost of Two Cranes & Installation \$240,000

What Do New Cranes Look Like?

Two cranes installed at the Ocean Dock both on the south end as to not interfere with Shoresides fueling operations.

Vessel Lengths

City T-Dock:

Average Length of Vessel Approximately 50-feet to 120-feet.

Max Length of Vessel Approximately 200-foot vessel.

Ocean Dock:

Max Length of Vessel Approximately 400-foot barge.

North Harbor Loading Dock:

Max Length of Vessel Approximately 65-feet and is Draft Dependent.

City T-Dock Sale or Exclusive Lease

If the City T-Dock were to be sold or leased with no public access the following should be considered:

What Does Traffic Movement Look Like if Camtu were to be moved to the City T-Dock and 60 North to the North Harbor Loading Dock?

Camtu's and 60 North's roadway traffic movement would stay almost identical to current operations.

What Does Vessel Movement Look Like if Camtu were to be moved to the City T-Dock and 60 North to the North Harbor Loading Dock?

60 North has less vessels traffic than Camtu. The North Harbor Loading Dock would potentially have less vessel traffic and congestion.

What Does Vessel Movement Look Like?

The Ocean Dock or Transient Dock would become the option for large vessels that do not contract or have an arrangement with Camtu.

Would Vessels Be Routed from City T-Dock to Ocean Dock?

Large vessels 50-feet to 150-feet would need to onload/offload long line bait shacks from the Ocean Dock. The City T-Dock is used as the Transient Dock overflow when there is no room in the harbor; these vessels would also be routed to the Ocean Dock. The Drive Down Dock is also available for vessels to onload/offload their tendering equipment, fuel tanks, and other gear.

What Other Option is in the Harbor for Small Scale Fish Processors?

Camtu currently uses the North Harbor Loading Dock. If a lease or purchase of the City T-Dock were to occur, then the North Harbor Loading Dock would have availability for 60 North to discuss relocation to that area and other small scale fish processors.

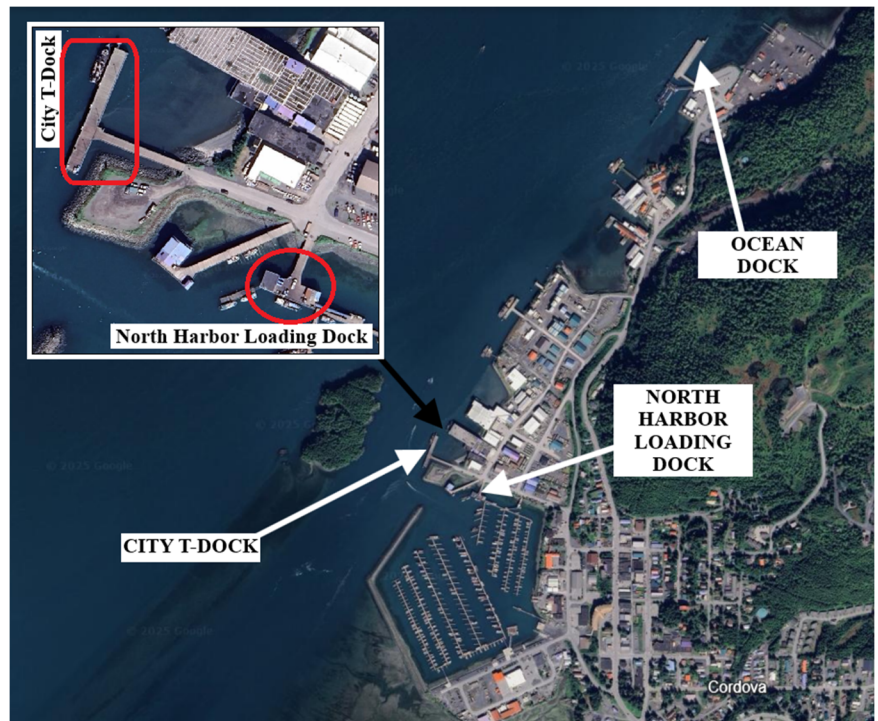
Ocean Dock

Shoreside & Sampson & SERVS & Other Vessels

How Does it Affect Other Larger Vessels Currently Using the Ocean Dock?

Shoreside, Sampson, and SERVS vessels take priority at the Ocean Dock. Other vessels would be dispersed whenever Shoreside, Sampson, or SERVS vessels planned to arrive at the dock. The dock would be closed to all other vessels until they departed from the dock this could be anywhere from 6 to 24 hours usually. The option for large vessels during the dock closures would be to anchor offshore.

Shoreside: Docks approximately two (2) times every month in the summer and about every other month in the winter. Their off loads are usually 6-12 hours but can extend their stay if a complication occurs such as a mechanical, crew, or weather issue.



Samson: Docks approximately two (2) to three (3) times every month. Their off loads are usually 8 hours but can extend their stay if a complication occurs such as a mechanical, crew, or weather issue.

SERVS: Docks approximately two (2) times every year (spring & fall). Their off loads are usually 2-3 days but can extend their stay if a complication occurs such as a mechanical, crew, or weather issue.

Applicable Code:

7.40.040 - Letter of interest to lease or purchase.

A. A person may submit a letter of interest to the city raising an interest in the purchase or lease of city property. Except as otherwise provided in this chapter, a letter of interest shall be submitted to the city manager and must include the following information:

- 1. The name of the interested party and any other names under which the party does business;*
- 2. The interested party's mailing address and the address of the interested party's registered office in the state, if applicable;*
- 3. The use or purpose for which the interested party proposes to lease or purchase the property, and any additional information required by the city manager, school board, city planner or the planning commission.*

B. The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 7.40.060(B).

D. The city council shall review the letter of interest and the planning commission's recommendation, and determine, in the city council's sole discretion, whether to offer the real property interest for disposal by one of the methods as described in Section 7.40.060(B).

7.40.060 - Methods of disposal.

A. Except as this chapter provides otherwise, all disposals of interests in city real property shall be for no less than fair market value. The city may accept in exchange for an interest in city real property any consideration of sufficient value not prohibited by law.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

C. If the city elects to dispose of an interest in city real property under one of the competitive methods described in subsections (B)(2) through (B)(4), notice of the disposal shall be published in the manner which the city manager deems most likely to inform the public of the proposed disposal for a period of at least thirty days. At a minimum, the notice shall describe the interest in city real property to be disposed of, the method of disposal, and the time and place for submitting bids or proposals.

D. An invitation for bids to lease or purchase city real property shall specify any minimum price requirement and any required terms.

E. A request for proposals to lease or purchase city real property shall specify the criteria upon which proposals will be evaluated and the minimum rent or purchase price. All proposals submitted in response to a request for proposals shall be reviewed by the planning commission, which shall make a recommendation to the city council to accept or decline any or all of the proposals. The city council shall review the proposals and the planning commission's recommendation and accept or decline any of the proposals.

V. LEGAL ISSUES: Legal review of lease or purchase agreement will be required prior to final approval by City Council.

VI. ALTERNATIVES: City Council may make a motion to dispose of the property or not dispose of the property.

VII. SUMMARY: Applicant would like to purchase the City T-Dock and tidelands located on a Portion of ATS 220, a Portion of Block 8, Tidewater Development Park, & a Portion of Lot 1, Block 7A, Tidewater Development Park. The applicant would like to expand their seafood processing facility to include a place where they can access the water to take deliveries of raw seafood to bring back to their already established processing facility. The applicant wants to expand their processing into different fisheries and process year-round.

VIII. ATTACHMENTS:

1. Letter of Interest
2. Location Map



Letter of Interest For the T-Dock

Friday, August 28th, 2025

From: Tyler & Tu Trinh Dillon
Camtu's Alaska Wild Seafoods
PO BOX 1502
Cordova, AK 99574

To: The City of Cordova
Mayor, City Council, and All
Committees
PO BOX 1210
Cordova, Alaska 99574

Dear Representatives of the City of Cordova, Mayor, Councilmen, and Committees:

We are writing to formally express our interest in purchasing the City's T-Dock. At this time, we are actively exploring several options for the development of a private dock facility to support our operations, and we would like to include the T-Dock as a potential opportunity for consideration.

Today, we have also submitted a formal proposal for the Tidewater Development Park (with an Option to Purchase) alongside this Letter of Interest to explore other dock development opportunities as well. While we continue to evaluate those possibilities and await the discussion for this RFP, we would also like to discuss and explore considerations for the T-dock. We understand that the Tidewater Development Park lot is significant, controversial, and sentimental for a subsection of the community. Therefore, we believe the T-Dock could provide an excellent alternative solution and are eager to explore this path further with the City of Cordova.

We also recognize that this transaction could bring several benefits to the City, including:

- Revenue from the sale, which could be reinvested into community priorities and infrastructure.
- Reduced maintenance obligations for the City, as future upkeep of the T-Dock would be privately managed.
- Continued economic activity on the waterfront, supporting Cordova's working harbor and local industries.
- Ongoing access for large vessels, as we intend to continue allowing large boats to dock and make use of the facilities.
- Partnership opportunities between the City and our company to strengthen Cordova's long-term maritime economy.

As part of this process, we would like to submit an initial offer of \$1,000,000 (One Million Dollars) for the purchase of the T-Dock. We view this as a starting point for discussion and are



open to negotiation to ensure a fair and mutually beneficial agreement for both the City and our operations.

We would greatly appreciate the opportunity to discuss this proposal further and to understand the City's process, requirements, or conditions for moving forward.

Thank you for your time and consideration. We look forward to the possibility of working together and are happy to provide any additional information the Council may need.

Sincerely,

Camtu Ho
President & CEO

Thai Vu
Vice President

Tyler Dillon
Plant Manager, Head of Fleet & Sales

Tu Trinh Dillon
General Manager, Head of Office & Compliance

**Approximate
Boundary of Subject
Location**





AGENDA ITEM # 14
City Council Regular Meeting Date: 10/15/2025
CITY COUNCIL COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner
DATE: Wednesday October 15, 2025
ITEM: Letter of Interest for a Portion of ASLS 79-263
NEXT STEP: Decision on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION

☐ RESOLUTION
☐ ORDINANCE

I. REQUEST OR ISSUE: Requested Actions: Decision on Disposal and Disposal Method
Applicant: Native Village of Eyak
Legal Description: A Portion of ASLS 79-263
Parcel Number: 02-033-300
Area: Approximately a Two (2) Acre Portion of the Thirty (30.36) Acre Parcel
Zoning: Waterfront Commercial Park District

II. RECOMMENDED ACTION / NEXT STEP: After selecting a disposal method (numbers 1-4 below) please clearly define if you are choosing to dispose of the property by a lease (rent) or by purchase (sale) or both. Staff has provided the following motions for City Council to open the agenda item for discussion:

“I move that ASLS 79-263 be redesignated on the land disposal maps from “Unavailable” to “Available Requires Subdivision” and to dispose of a portion of approximately two (2) acres of ASLS 79-263 as outlined in Cordova Municipal Code 7.40.060 B by **”

Choose one of the following to insert for the asterisk:

1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property.
2. Invite sealed bids to lease or purchase the property.
3. Offer the property for lease or purchase at public auction.
4. Request sealed proposals (RFPs) to lease or purchase the property.

III. FISCAL IMPACTS: The proceeds from the sale of the property would be added to the City revenue. The property will be used as a right-of-way and would no longer have future possibility to generate tax revenue.

IV. BACKGROUND INFORMATION: Native Village of Eyak (NVE) submitted a letter of interest for an

approximate two (2) acre portion of ASLS 79-263. On behalf of NVE Collin Bronson who is the Shepard Point Project Director is requesting this portion of property to provide the roadway with an alignment to connect the Shepard Point Road and the New England Cannery Road. This parcel is a cliffside area that overlooks Orca Inlet.

The Planning Commission Regular Meeting

On Tuesday September 09, 2025, the Planning Commission Regular Meeting was held where the Commission heard this agenda item. **Collin Bronson, NVE Project Manager** spoke at the public comment portion of the meeting and said that due to the dirt, lack of rocks, and too much mud they are finding it would be more favorable for the approach of the road to connect in through the section that they are requesting of approximately a two-acre portion of the property.

The Commission voted in favor of directly negotiating with the applicant on the land disposal request. **M/Hall S/Trumblee** “I move to recommend to City Council that ASLS 79-263 be redesignated on the land disposal maps from unavailable to available requires subdivision and to dispose of a portion of approximately two (2) acres of ASLS 79-263 as outlined in Cordova Municipal Code 7.40.060 B by negotiating an agreement with the party who submitted a letter of interest to lease or purchase the property.”

Johnson, Public Works Director this will be a public road, Staff supports this proposal as this could connect the City to current land that is inaccessible.

Vote: 6 yea, 0 nay, 1 absent (Bolin).

Full Meeting Video: <https://www.youtube.com/live/-SBObRmjxWU?si=c6Ww06tU4dVzm6va>

Noticing Period

Amanda Hadley Coward, City Planner began the 30-day notice period for the land to be considered for redesignation from “unavailable” to “available requires subdivision” This notice is to occur before the City Council hears the agenda item (CMC 7.40.030). The notice period ended on Saturday October 11, 2025, and is before the Council today for review. As of the writing of this memo, no public comment was received during the noticing period for this property.

Applicable Code

7.40.040 - Letter of interest to lease or purchase.

A. A person may submit a letter of interest to the city raising an interest in the purchase or lease of city property. Except as otherwise provided in this chapter, a letter of interest shall be submitted to the city manager and must include the following information:

- 1. The name of the interested party and any other names under which the party does business;*
- 2. The interested party's mailing address and the address of the interested party's registered office in the state, if applicable;*
- 3. The use or purpose for which the interested party proposes to lease or purchase the property, and any additional information required by the city manager, school board, city planner or the planning commission.*

B. The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 7.40.060(B).

D. The city council shall review the letter of interest and the planning commission's recommendation, and determine, in the city council's sole discretion, whether to offer the real property interest for disposal by one of the methods as described in Section 7.40.060(B).

7.40.060 - Methods of disposal.

A. Except as this chapter provides otherwise, all disposals of interests in city real property shall be for no less than fair market value. The city may accept in exchange for an interest in city real property any consideration of sufficient value not prohibited by law.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

C. If the city elects to dispose of an interest in city real property under one of the competitive methods described in subsections (B)(2) through (B)(4), notice of the disposal shall be published in the manner which the city manager deems most likely to inform the public of the proposed disposal for a period of at least thirty days. At a minimum, the notice shall describe the interest in city real property to be disposed of, the method of disposal, and the time and place for submitting bids or proposals.

D. An invitation for bids to lease or purchase city real property shall specify any minimum price requirement and any required terms.

E. A request for proposals to lease or purchase city real property shall specify the criteria upon which proposals will be evaluated and the minimum rent or purchase price. All proposals submitted in response to a request for proposals shall be reviewed by the planning commission, which shall make a recommendation to the city council to accept or decline any or all of the proposals. The city council shall review the proposals and the planning commission's recommendation and accept or decline any of the proposals.

V. LEGAL ISSUES: Legal review of lease or purchase agreement will be required prior to final approval by City Council.

VI. SUMMARY AND ALTERNATIVES: The Native Village of Eyak is requesting that the City dispose of a two (2) acre portion of property to realign the road access from New England Cannery Road to connect with the Shepard Point Road. The City Council shall review the request and decide on disposal and disposal method. The Council may decide to dispose of the property or not dispose of the property.

VII. SUMMARY AND ALTERNATIVES:

- 1) Letter of Interest
- 2) Engineered Project Drawings
- 3) Location Map
- 4) New England Cannery Road Land Disposal Map

Native Village of Eyak



10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

August 28, 2025

Samantha Greenwood, City Manager
City of Cordova

The Native Village of Eyak (NVE) is interested in purchasing property from the City of Cordova as part of the Shepard Point Road Project. This land is critical to the final alignment of the road and can provide the city with access to its surplus land.

As shown in attached Exhibit A, NVE would like to purchase approximately 2 acres in the Tract of New England Cannery Road map (Survey ASLS 79-263 Parcel # 02-033-300) as listed on the 2024 City of Cordova Land Disposal Maps.

Lastly, the proposed work in this area will provide access to the remaining surplus land. Currently, the parcel is isolated due to the extreme cliffs along NE Cannery Road.

Thank you for your consideration and support of the Shepard Point Road Project.

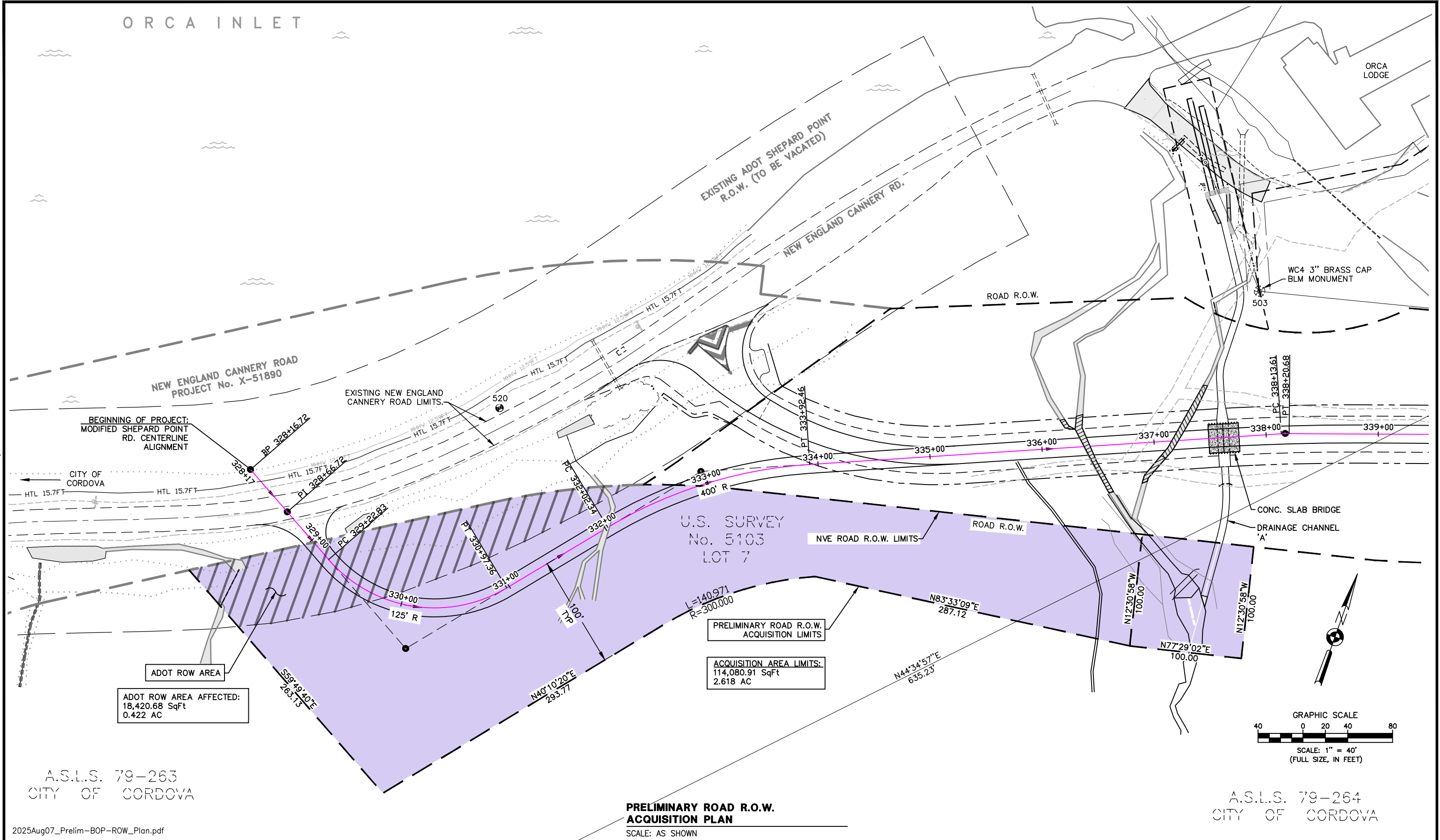
Sincerely,

Collin Bronson

Digitally signed by Collin
Bronson
Date: 2025.08.28 13:47:19
-08'00'

Collin Bronson
Shepard Point Project Director
Native Village of Eyak

CC: Brooke Mallory, NVE Tribal Council Chair
Carolyn Crowder, NVE Executive Director
Amanda Hadley Coward, City Planner
Kraig Hughes, Bristol Engineering



REVISIONS							
NO.	DATE	BY	DESCRIPTION	NO.	DATE	BY	DESCRIPTION

Project No. 32180055

Bristol

ENGINEERING SERVICES COMPANY, LLC

License Number: AECC697 Phone (907) 563-0013

Native Village of Eyak

SHEPARD POINT OIL SPILL RESPONSE ACCESS ROAD
EYAK, ALASKA

PRELIMINARY ROAD R.O.W.
ACQUISITION PLAN

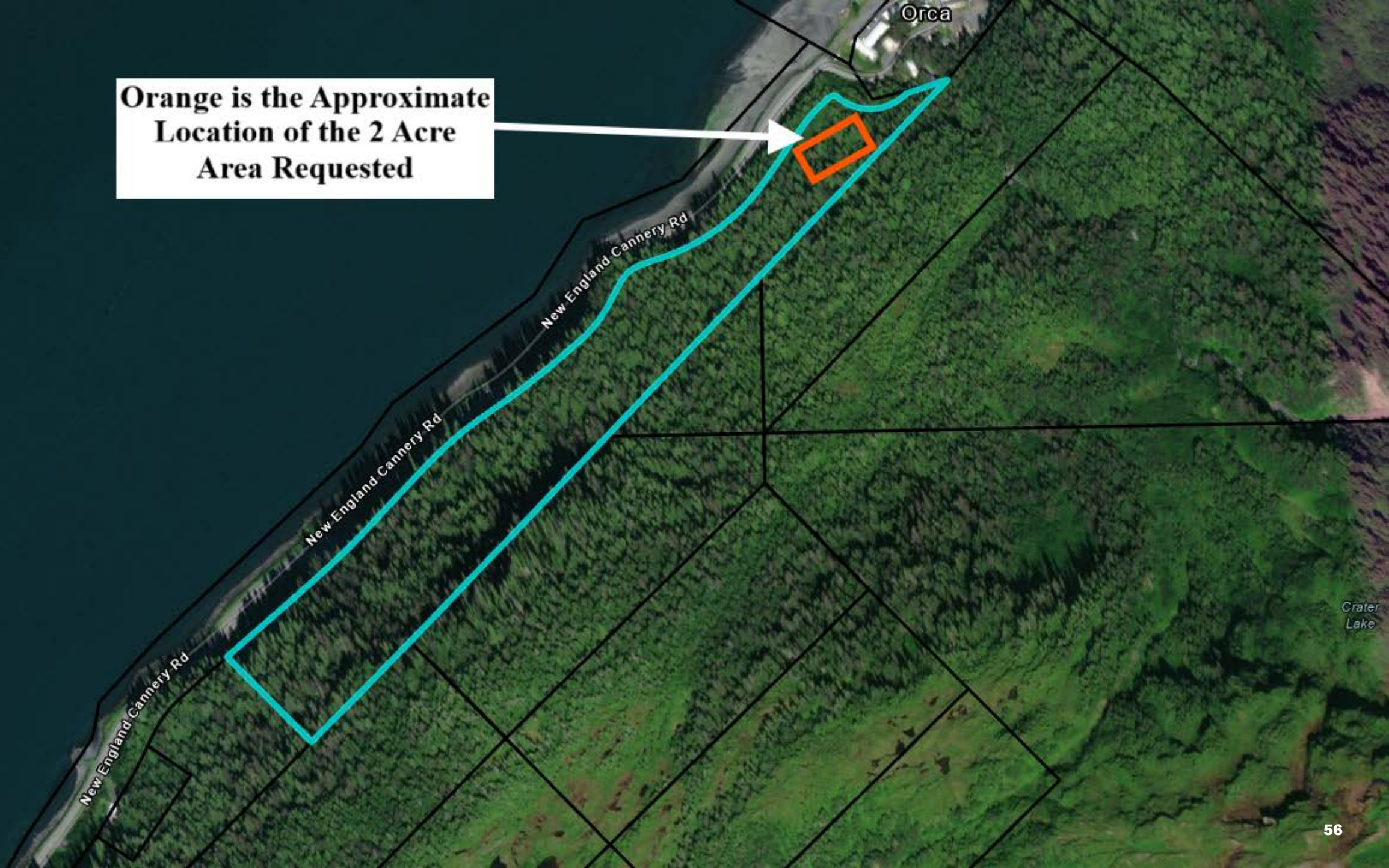
SCALE: SHOWN DESIGNED: NKG CHECKED: KRH DRAWN: JDG DATE: 8/7/2025

SHEET NO.

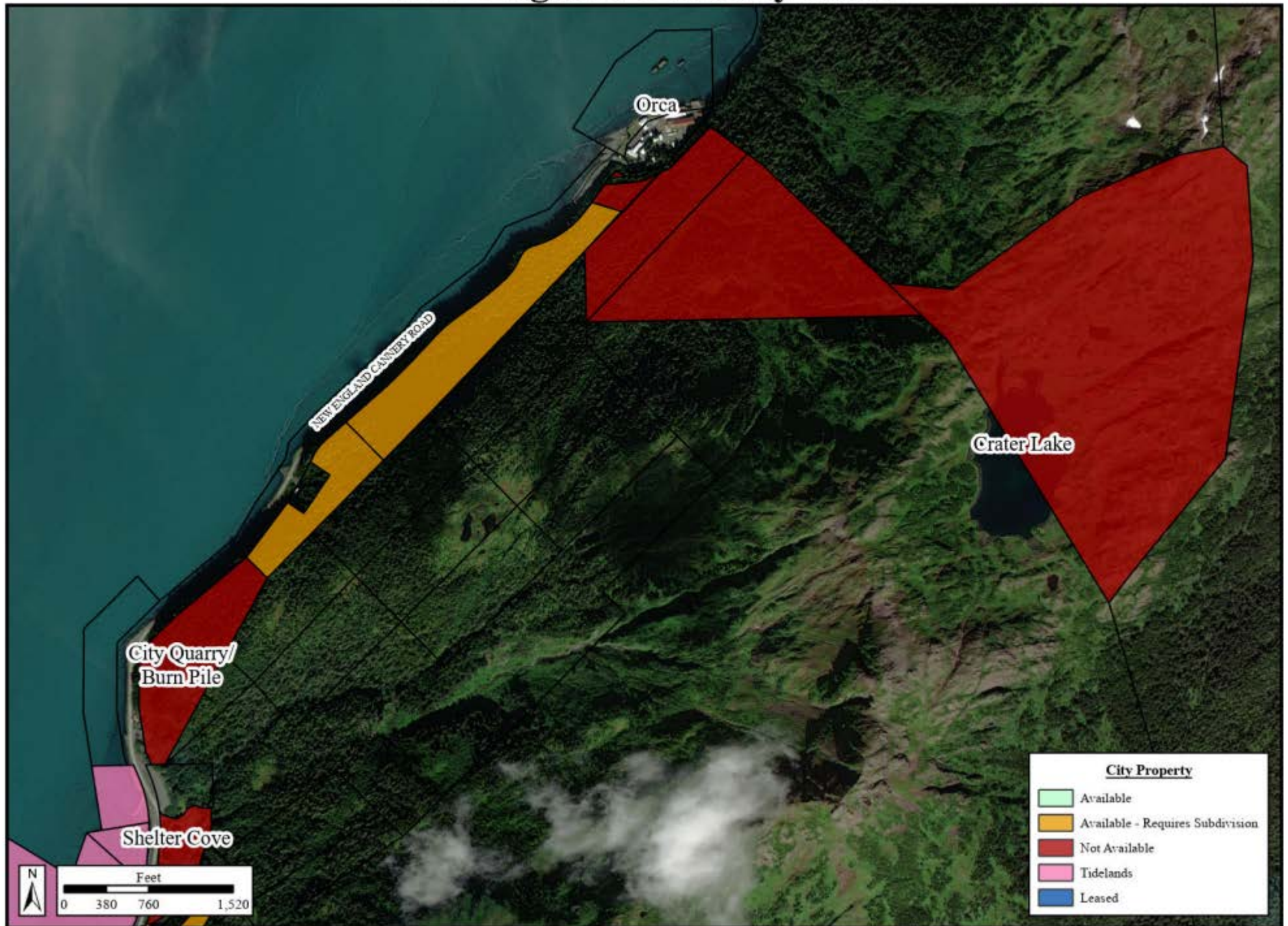
FIG. 1

SHEET 1 OF 4

**Orange is the Approximate
Location of the 2 Acre
Area Requested**



New England Cannery Road





City Council of the City of Cordova, Alaska

Pending Agenda

October 15, 2025 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) Facility condition assessments part 2 work session (did P&R on 4-19-23) - Oct '23		9/6/2023
	2) City Code re: procurement, Manager spending limit trigger in a code provision		4/19/2023
	3) Discuss/create a policy for established timeframes for review of City ongoing contracts		9/6/2023
	4) Strategic planning work sessions (goal setting), 2/19/25, 3/19/25, next tbd		3/5/2025
	5) Bonding for City streets - explore for when asphalt plants will be in town during other projects		4/3/2024
	6) Enterprise funds accounting procedures		11/6/2024
	7) Revisit Economic Development Property Tax Exemptions, Ordinances 1217 & 1223		12/4/2024
	8) Strategic review of City investments with Blake Phillips, ACPM (Blue Umbrella)		2/4/2025
	9) Fill projects - for shipyard, for businesses, potential locations		3/19/2025
	10) Per ordinance 1231 - Council to revisit \$3M in AMLIP to determine pay back scenarios to PF before 12/31/25		5/21/2025
	11) Changes to conditional use permits for marijuana establishments as in 18.60.080 work session in future		9/3/2025
	12) Annexation of whitshed/other surrounding areas and/or research/ borough formation		8/6/2025
B.	Resolutions, Ordinances, other items that have been referred to staff or may need to be revisited		date referred
	1) Res 12-18-36 re E-911, will be back when a plan has been made		12/19/2018
	2) Tiny Wings dba Anchor Bar & Liquor Store - revisit liquor license w-ABC Board if it doesn't sell in 2025		6/4/2025
	3) Res 05-25-13 determining local school funding, subject to modification before approval of City FY26 budget		6/4/2025
C.	Upcoming Meetings, agenda items and/or events: with specific dates		
	1) Capital Priorities List, <u>Resolution 12-24-39</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:		
	1/21/2026	4/15/2026	7/15/2026
	10/21/2026		
	3) Joint City Council and School Board Meetings - twice per year, May & October		
	before Council mtg in May 6pm @ CHS before Sch Bd mtg Oct. or Nov.		
	4) Clerk's evaluation - each year in Sept (prior to budget) - next Sept 2026		
	5) Manager's evaluation - each year in Sept (prior to budget) - next Sept 2026		
D.	Council adds items to Pending Agenda in this way:		
	item for action	tasking which staff: Manager/Clerk?	proposed date
	1) ...		
	2) ...		
	3) ...		

photo by Wendy Ranney



Mayor Smith 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
October 15, 2025 Regular Council Meeting

E. Membership of existing advisory committees of Council formed by resolution:

- 1) Cordova Fisheries Committee:** 1- Kory Blake 4- Trae Lohse 7- John Williams
auth res 10-24-32 approved Oct 2, 2024 2- Rod Jensen 5- Tyler Dillon
committee appointed 3/5/25 3- Kelsey Hayden 6- Jerry McCune
previous meetings: 3/13/25, 5/8/25
next meeting date: 10/16/2025

- 2) Cordova Trails Committee:** 1-Elizabeth Senear 2-Toni Godes
re-auth res 11-18-29 app 11/7/18 3-Dave Zastrow 4-Ryan Schuetze
auth res 11-09-65 app 12/2/09 5-Stormy Haught 6-Michelle Hahn

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**
Tommy Sheridan appointed June 2024 3 year term until Oct 2027
- 3) Alaska Mariculture Alliance**
Sean Den Adel appointed March 2024 no specific term

**CITY OF CORDOVA, ALASKA
RESOLUTION 12-24-39**

**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, walking corridor and parking

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 Equipment /Maintenance Building

Shipyard Expansion

Three-Stage Dock

Public Works

Water Infrastructure

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 pump stations and equipment

Feasibility study for water service and fire protection (hydrants) to outlying areas

Replacement and relocation of Morpac tank

Water Equipment

Vac truck

Backhoe

Sewer Infrastructure

Replacement/upgrade of wastewater plant and SCADA

Replacement/upgrade of all lift stations

Replacement of force main in Odiak Slough

Upgrade pipe infrastructure

Sewer Equipment

Dump truck

Backhoe

Streets Infrastructure

Storm drain systems upgrades - Council Ave. and Third St. aka "jailhouse door system"

Lake Ave. hillside

Evaluation of existing storm drain systems

Sixth St. and Seventh St. drainage, sidewalks, and street surface upgrades

Chase Ave. upgrades including sidewalks, drainage, and new surfacing

- Replace/upgrade pedestrian walkways (Fourth St. and Adams Ave.) (Council St.), and (Second St. to First St.)
- Streets equipment storage building
- Streets Equipment
 - Wheeled loader
 - Road grader
 - Backhoe
- Refuse Infrastructure
 - Landfill bear fence
 - Electricity to landfill
 - Equipment storage building
- Refuse Equipment
 - Dumpster truck
 - Residential truck
 - Skid steer

Public Safety

- E-911 Implementation
 - Acquire and integrate new hardware and software for E-911
 - Update dispatch console
- Replace Radio Structure on Ski Hill
- Mile 5 Substation Code and ADA Compliance
- Engineering and Preliminary Design of Public Safety Building Prep Site

Parks and Recreation

- Pool Infrastructure Code and ADA Compliance
 - Door and siding replacements and CMU joint repairs
 - Replace pool cover
 - Replace pool roof
 - Replace/upgrade HVAC and ventilation system
 - Replace electrical distribution system
 - ADA compliance and parking area re-grade
- Bidarki Recreation Center
 - Renovate and add ADA access
 - Structural repair
 - Code and ADA compliance
 - Facility improvements
- Eyak Lake Skater's Cabin
 - Demolish and replace
- Parks
 - Playground renovations
 - Replacement of playground equipment at Noel Pallas Children's Memorial Playground
- Upgrade 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
Improve existing unimproved ROW's
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 18th DAY OF DECEMBER 2024






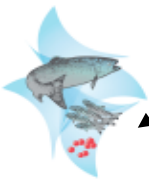






David Allison, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

October 2025

CALENDAR MONTH **OCTOBER**
CALENDAR YEAR **2025**
1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28 	29	30  Annual meeting 9/29-10/2	1  6:00 Bdgt work session 7:00 Council reg mtg CCAB		3	4
5	6	7	8 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	9  1:00 Cdv Fish Cmt MCR	10 PWSAC Board Meetings 10/9-10	11 
12	13  CSD Holiday	14 6:30 P&Z CCAB	15 5:30 Bdgt work session 6:45 Council public hearing 7:00 Council reg mtg CCAB	16	17  Alaska Day Holiday City Hall Offices Closed	18
19	20  Diwali!	21 5:30 CTC Board Mtg CCER	22 6:00 Board of Adjustment mtg CCAB 6:00 CEC Board Mtg CCER	23	24	25
26	27	28 6:00 P&R CCM	29 6:00 Bdgt work session (tentative)	30 12:00 Hosp Svc Bd HCR	31  BOO!	 NATIONAL FIRE PREVENTION MONTH OCTOBER
2	3	Notes				

Legend:
 CCAB-Community Rms A&B
 CCM-Mayor's Conf Rm
 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

November 2025

CALENDAR MONTH	NOVEMBER
CALENDAR YEAR	2025
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30		1
2	3	4	5	6	NVE Sobriety Celebration 11/6-11/9	
			6:00 budget wksn CCAB 7:00 Council reg mtg CCAB		THE 30TH ANNUAL SOBRIETY CELEBRATION THEME IS: "HONORING OUR ELDERS"	
9	10	11	12	13	14	15
						
		Veteran's Day Holiday City Offices closed				
		6:30 P&Z CCAB	6:00 Harbor Cms CCAB			
16	17	18	19	20	21	
		5PM CTC Board Mtg				
		7:00 Sch Bd HSL	6:00 budget wksn CCAB 7:00 Council reg mtg CCAB			
23	24	25	26	27	28	29
					Thanksgiving Holiday City Offices closed 11/27 & 11/28	
		6:00 P&R CCM	6:00 CEC Board Mtg CCER	12:00 Hosp Svc Bd HCR		
30	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
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LN-Library Fireplace Nook
 CRG-Copper River Gallery
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Cncl - 1st & 3rd Wed
 P&Z - 2nd Tues
 SchBd, Hrb Cms - 2nd Wed
 CTC - 3rd Tues

P&R - last Tues
 CEC - 4th Wed
 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: 3 years	Kristin Smith Mayor@cityofcordova.net	March 4, 2025	March-28
Council members:			
3 years	Debra Adams CouncilSeatA@cityofcordova.net	March 4, 2025	March-28
3 years	Cathy Sherman CouncilSeatB@cityofcordova.net	March 7, 2023 March 3, 2020	March-26
3 years	Kasey Kinsman, Vice Mayor CouncilSeatC@cityofcordova.net	March 7, 2023	March-26
3 years	Wendy Ranney CouncilSeatD@cityofcordova.net	March 5, 2024 July 5, 2023	March-27
3 years	David Zastrow CouncilSeatE@cityofcordova.net	March 5, 2024	March-27
3 years	Aaron Hansen CouncilSeatF@cityofcordova.net	March 4, 2025	March-28
3 years	Mike Mickelson CouncilSeatG@cityofcordova.net	March 4, 2025	March-28

Cordova School District School Board of Education - Elected

length of term		Date Elected	Term Expires
3 years	David Glasen, president dglasen@cordovasd.org	March 7, 2023	March-26
3 years	Kate Trudeau ktrudeau@cordovasd.org	March 4, 2025	March-28
3 years	Henk Kruithof hkruithof@cordovasd.org	March 5, 2024 March 2, 2021	March-27
3 years	Emma Merritt emerritt@cordovasd.org	March 4, 2025	March-28
3 years	Peter Hoepfner phoepfner@cordovasd.org	Mar 5, 2024, Mar 2, 2021, Mar 6, 2018, Mar 3, 2015, Mar 6, 2012, Mar 3, 2009, Mar 7, 2006	March-27

seat up for re-election in Mar '26

vacant

board/commission chair/vice

seat up for re-appt in Nov '25

(updated 7-3-25)

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	Kelsey Appleton Hayden CCMCBoardSeatE@cdvcmc.com	March 7, 2023 March 3, 2020	March-26
3 years	Diane Ujioka CCMCBoardSeatC@cdvcmc.com	March 5, 2024 December 19, 2023	March-27
3 years	Ann Linville, Chair CCMCBoardSeatA@cdvcmc.com	March 4, 2025 March 1, 2022	March-28
3 years	Shelly Kocan CCMCBoardSeatB@cdvcmc.com	March 5, 2024 July 25, 2024	March-28
3 years	Liz Senear CCMCBoardSeatD@cdvcmc.com	March 5, 2024 March 2, 2021	March-27

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, Dec '24	November-27
3 years	Sherman Powell	June '18, Feb '20, Jan '23	November-25
3 years	Kate Williams	May '25	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, Dec '24	November-27
3 years	Gail Foode	Dec '23	November-26
3 years	Chris Bolin	Sep '17, Nov '18 Dec '21, Dec '24	November-27
3 years	Sean Den Adel	Dec '23	November-26

seat up for re-election in Mar '26	vacant
board/commission chair	
seat up for re-appt in Nov '25	

(updated 7-3-25)

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	Hein Kruithof	Dec '23	November-26

Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Kelsey Hayden	Dec '24	November-27
3 years	Henk Kruithof	Nov '19, Dec '22	November-25
3 years	Danny Carpenter	Jul '25	November-27
3 years	Kara Rodrigues	Dec '23	November-26
3 years	Gabrielle Brown	Jan '25	November-25
3 years	Jim Fritsch	June '25	November-28
3 years	Erin Cole	May '24	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	vacant , historical society member			November-27
3 years	Jamie Foode, professional member	Jan '25		November-27
3 years	Jim Casement, public member	Dec '23		November-26

seat up for re-election in Mar '26	vacant
board/commission chair	
seat up for re-appt in Nov '25	

(updated 7-3-25)