

**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  
February 4, 2026 @ 7:00pm  
Cordova Center Comm Rooms  
Agenda**

**A. Call to order**

**B. 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 & 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 Speaker
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions.....(Hospital Board, School Board, etal)
  - a. Planning Commission Resolution 25-03..... (page 1)

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

4. Council action to waive protest for Liquor License renewals for No Road Brewing, LLC dba..... (page 3)  
Copper River Brewing, Brewery Retail license #15013 & Brewery Manufacturer license #6008
5. Council action to waive protest for Liquor License renewal for Robin Traxinger dba..... (page 21)  
Powder House, Beverage Dispensary license #919

**H. Approval of Minutes – in consent calendar**

**I. Consideration of Bids/Proposals/Contracts - none**

**J. Reports of Officers**

6. Mayor's Report
  - a. AK Rural Veterinary Outreach, 2025 Cordova visit report..... (page 31)
  - b. Mayor write-up re: Bears & Landfills..... (page 35)
7. City Manager's Report: including Proposition One Educational materials..... (page 36)
8. City Clerk's Report: Election Notices..... (page 40)

**K. Correspondence**

9. City Council correspondence primer: correspondence policies & procedures..... (page 42)
  - a. 01-09-26 Letter to Mayor Smith requesting a letter of support for PWSRCAC recertification..... (page 43)
  - b. January 2026 **RJ Kopchak** drawing regarding City crew..... (page 48)
  - c. 01-27-26 Letter from **J. Landaluce** regarding Senior Citizen Property Tax Exemption..... (page 49)
  - d. 01-28-26 Prince William Sound College Wilderness First Aid Course Flyer..... (page 50)

## **L. Ordinances and Resolutions**

10. Resolution 02-26-02..... (voice vote)(page 51)  
A resolution of the Council of the City of Cordova, Alaska authorizing the conveyance of a 2.155-acre portion of ASLS 79-263 to the Native Village of Eyak for the realignment of the Shepard Point right-of-way
11. Resolution 02-26-03..... (voice vote)(page 116)  
A resolution of the Council of the City of Cordova, Alaska authorizing eligible applicants for 2026 property tax exemptions
12. Resolution 02-26-04..... (voice vote)(page 123)  
A resolution of the Council of the City of Cordova, Alaska authorizing a single-family residential, economic development property tax exemption on Lot 3, Block 2, Whiskey Ridge Subdivision for eight years
13. Resolution 02-26-05..... (voice vote)(page 151)  
A resolution of the Council of the City of Cordova, Alaska authorizing a mixed-use residential/commercial, economic development property tax exemption on Lot 4A, Block 5, North Fill Development Park, for fifteen years

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

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

14. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 191)

## **O. Audience Participation**

## **P. Council Comments**

## **Q. Executive Session**

15. Council discussion with City Manager regarding land sale negotiation with DMI a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the City
16. Council discussion with City Liability Insurance Company's Attorney regarding Copper Star Travel Lift incident, a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the City

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**

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

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

**CITY OF CORDOVA, ALASKA  
PLANNING COMMISSION  
RESOLUTION 25-03**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA, ALASKA,  
RECOMMENDING A CAPITAL IMPROVEMENT PROJECTS LIST TO THE CITY COUNCIL**

**WHEREAS**, the City of Cordova's Planning Commission is directed by Cordova Municipal Code 3.40.080(E) to *Submit annually to the City Council, not less than ninety days prior to the beginning of the budget year, a list of recommended capital improvements which in the opinion of the commission are necessary or desirable to be constructed during the forthcoming three-year period. Such list shall be arranged in order of preference, with recommendations as to which projects shall be constructed in which year; and*

**WHEREAS**, the City of Cordova's Planning Commission has identified and prioritized a Capital Improvement List that will benefit the citizens of Cordova; and

**WHEREAS**, the City of Cordova's Planning Commission has identified the following Capital Improvement List as being critical to the future wellbeing and economy of Cordova and the surrounding area:

- 1. E-911 Addressing Implementation Phase II**
  - Acquire and integrate new hardware to fully utilize the new E-911 addressing.
- 2. Chase Ave updates – Copper River Hwy intersection to Lefevre Street Intersection**
  - Project would include paving street, ADA sidewalks, drainage improvements and utility upgrades.
  - Preliminary design work has been completed making it “shovel ready” for grant applications. Final costs to be determined.
- 3. Wastewater Treatment Plant – Additional Treatment Capability and General Upgrades**
  - The existing treatment plant needs additional treatment capability for high flow and general upgrades. Last upgrades done in 1999-2000
- 4. Preliminary Engineering for 7<sup>th</sup> Street updates – Lake Ave Intersection to Adams Ave Intersection**
  - Design shovel-ready project to include paving street, ADA sidewalks, and drainage improvements
  - This area is in need of major upgrades to better control stormwater runoff and pedestrian facilities are needed due to the dense population from the USCG housing and townhomes, as well as the close proximity to the elementary school.
- 5. Cordova North Harbor Efficiency and Resiliency Project**
  - construct a protective bulkhead along Breakwater Ave to allow for the creation of usable uplands for laydown and truck staging, multimodal pathway connecting the north and south harbors, and increase parking. The project would also include the creation of a floating fuel dock in the harbor
  - Preliminary design completed as part of the PIDP grant application.
  - This “shovel ready” project should remain on the CIP list until grant funding is awarded.
- 6. Design and Construction of a new Public Safety Building**
  - Create shovel-ready project providing public safety, additional parking, and ADA accessible sidewalks to be used in grant/loan applications
- 7. Railroad Avenue – Nicholoff Intersection to Council Intersection**
  - Preliminary design completed as part of the PIDP grant application
  - Includes paving street, ADA sidewalks, and drainage improvements
  - This “shovel ready” project should remain on the CIP list until grant funded is awarded.
- 8. Preliminary Engineering for Council Avenue Upgrades – Railroad Intersection to Third Street Intersection**
  - Design shovel-ready project to include paving street, ADA sidewalks, and drainage improvements
- 9. Shipyard Expansion**
  - Per the Planning Commission Resolution 25-01.

**10. Update Code Titles 17 and 18**

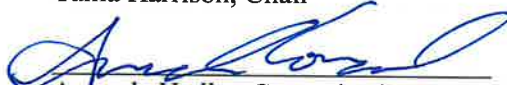
- Updates needed to both the subdivision and zoning code to help encourage the development of residential and commercial properties.

**NOW, THEREFORE BE IT RESOLVED THAT** the Planning Commission of the City of Cordova, Alaska hereby recommends a capital improvement list to the City Council.

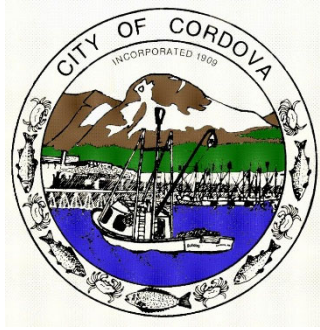
**PASSED AND APPROVED THIS 14<sup>TH</sup> DAY OF OCTOBER 2025**

ATTEST:

  
\_\_\_\_\_  
Tania Harrison, Chair

  
\_\_\_\_\_  
Amanda Hadley Coward, City Planner





## AGENDA ITEM 4

**City Council Meeting Date: 02/04/26**

### CITY COUNCIL COMMUNICATION FORM

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**FROM:** Susan Bourgeois, City Clerk

**DATE:** 1/27/26

**ITEM:** Council option to protest/waive protest for renewal of Liquor License #15013 and Liquor License #6008

**NEXT STEP:** Motion to waive protest via approval of consent calendar

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☐ ORDINANCE  
☒ MOTION

☐ RESOLUTION  
☐ INFORMATION

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**I. REQUEST OR ISSUE:** A Cordova business, No Road Brewing LLC, has applied for Liquor License Renewals (Retail Brewery & Brewery Manufacturer) with the State through the AMCO (Alcohol and Marijuana Control Office).

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

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

**IV. BACKGROUND INFORMATION:** Finance Staff & Deputy City Clerk have determined this business to be current in all financial obligations to the City (utilities, property taxes, business taxes). Police Department has no public safety concerns about this business. Planning Department sees no zoning reason to consider protest.

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

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

*Council motion to waive it's right to protest the renewal of liquor license #15013, No Road Brewing, LLC, Brewery Retail and liquor license #6008 Brewery Manufacturer.*



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,  
and Economic Development

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

January 8, 2026

From: [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov); [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov);

Licensee: **No Road Brewing LLC**

DBA: Copper River Brewing

VIA email:

Local Government 1: Cordova

Via Email: [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net); [cgilmour@cityofcordova.net](mailto:cgilmour@cityofcordova.net)

Re: Brewery Retail License #15013 Combined Renewal Notice for 2026-2027 Renewal Cycle

<b>License Number:</b>	#15013
<b>License Type:</b>	Brewery Retail License
<b>Licensee:</b>	No Road Brewing LLC
<b>Doing Business As:</b>	Copper River Brewing
<b>Physical Address:</b>	507 1 <sup>st</sup> Street Cordova, AK 99574
<b>Designated Licensee:</b>	Christiana Fincher
<b>Phone Number:</b>	(713) 299-6971
<b>Email Address:</b>	christiana.routon@gmail.com

☒ **License Renewal Application**

☐ **Endorsement Renewal Application**

**Dear Licensee:**

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

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

Your application will be scheduled for the **February 3<sup>rd</sup>, 2026** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to

protest per AS 04.11.480(a). Information about this board meeting can be found on our website closer to the date of the board meeting. [Home, Alcohol & Marijuana Control Office](#)

Please feel free to contact us through the [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov) email address if you have any questions.

**Dear Local Government:**

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

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before the meeting of the local governing body. If you have any questions, please email [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov).

Sincerely,  
Reece Parks, Licensing Examiner II  
For  
Kevin Richard, Director



Document reference ID : 6332

## Renewal Application Summary

You must review your application and confirm that the information displayed here is correct. Select **Review and Confirm** to continue and make the payment. If the information is not correct, select **Next** to return to the application, edit the data as needed and finalize the submission.

<b>Application ID:</b>	6332
<b>License No:</b>	15013
<b>License Type applied for Renewal:</b>	Brewery Retail License (BRL)
<b>Licensee Name:</b>	No Road Brewing Llc
<b>License Expiration Date:</b>	12/31/2025
<b>Doing Business As:</b>	COPPER RIVER BREWING
<b>Premises Address:</b>	507 1st St, Cordova, AK, 99574
<b>Application Status:</b>	In Review
<b>Application Submitted On:</b>	01/08/2026 01:39 PM AKST

## Entity Information

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<b>Business Structure:</b>	Limited liability company
<b>FEIN/SSN Number:</b>	
<b>Alaska Entity number (CBPL):</b>	10174594
<b>Alaska Entity Formed Date:</b>	
<b>Home State:</b>	

## Entity Contact Information

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**Entity Address:**

P.O. Box 1384, Cordova, AK, 99574

## Local Government and Community Council Details

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**City/Municipality:**

Cordova

**Borough:**

Unorganized Borough

## Renewal Information

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**Are there any changes to your ownership structure that have not been reported to AMCO prior to this application?**

No

**As set forth in AS 04.11.330, how many hours did you operate during the first calendar year for this renewal period?**

The license was regularly operated continuously throughout the first calendar year for this renewal period.

**As set forth in AS 04.11.330, how many hours did you operate during the second calendar year for this renewal period?**

The license was regularly operated continuously throughout the second calendar year for this renewal period.

**Please select the seasonality**

Year-round

**Has any person or entity in this application been convicted or disciplined for a violation of Title 04, 3 AAC 304 or 305, or a local ordinance adopted under AS 04.21.010 in the preceding two calendar years?**

No

**Have any notices of violation or citations been issued for this license during the preceding two years?**

No

## Attestations

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

I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.

I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.

I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

## Signature

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This application was digitally signed by : Christiana Fincher on 11/10/2025 10:40 AM AKST



# Documents

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#	File Name	Type	Added On
1	<a href="#">Notice of Violation.pdf</a>	Notice of Violation Document	11/10/2025 10:39 AM AKST
2	<a href="#">#15013 AS.pdf</a>	License Paper Form Application Document	01/08/2026 01:40 PM AKST

**Alaska Department of Commerce, Community, and Economic Development**

Division of Corporations, Business, and Professional Licensing

PO Box 110806, Juneau, AK 99811-0806

This is to certify that the owner

No Road Brewing LLC

is licensed by the department to do business as

**Copper River Brewing**

PO Box 1384, Cordova, AK 99574

for the period

October 8, 2025 to December 31, 2026  
for the following line(s) of business:

31-33 - Manufacturing



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.  
It is not transferable or assignable.

Julie Sande  
Commissioner

## Details

## ENTITY DETAILS

## Name(s)

Type	Name
Legal Name	No Road Brewing LLC

**Entity Type:** Limited Liability Company**Entity #:** 10174594**Status:** Good Standing**AK Formed Date:** 9/24/2021**Duration/Expiration:** Perpetual**Home State:** ALASKA**Next Biennial Report Due:** 1/2/2027**Entity Mailing Address:** PO BOX 1384, CORDOVA, AK 99574-6971**Entity Physical Address:** 507 1ST STREET, CORDOVA, AK 99574-6971

## Registered Agent

**Agent Name:** Christiana Fincher**Registered Mailing Address:** PO BOX 1384, CORDOVA, AK 99574-6971**Registered Physical Address:** 323 1ST STREET, CORDOVA, AK 99574-6971

## Officials

☐ Show Former

AK Entity #	Name	Titles	Owned
	Christiana Fincher	Member	50.00
	Curtis Fincher	Member	50.00

## Filed Documents

Date Filed	Type	Filing	Certificate
9/24/2021	Creation Filing	<a href="#">Click to View</a>	<a href="#">Click to View</a>
9/29/2021	Initial Report	<a href="#">Click to View</a>	
10/03/2022	Biennial Report	<a href="#">Click to View</a>	
1/06/2023	Certificate of Compliance		<a href="#">Click to View</a>
10/08/2024	Biennial Report	<a href="#">Click to View</a>	

Close Details

 Print Friendly Version



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,  
and Economic Development

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

January 7, 2026

From: [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov); [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov);

Licensee: **No Road Brewing LLC**

DBA: Copper River Brewing

VIA email:

Local Government 1: Cordova

Via Email: [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net); [cgilmour@cityofcordova.net](mailto:cgilmour@cityofcordova.net)

Re: Brewery Manufacturer License #6008 Combined Renewal Notice for 2026-2027 Renewal Cycle

<b>License Number:</b>	#6008
<b>License Type:</b>	Brewery Manufacturer License
<b>Licensee:</b>	No Road Brewing LLC
<b>Doing Business As:</b>	Copper River Brewing
<b>Physical Address:</b>	507 1 <sup>st</sup> Street Cordova, AK 99574
<b>Designated Licensee:</b>	Christiana Fincher
<b>Phone Number:</b>	(713) 299-6971
<b>Email Address:</b>	

☒ **License Renewal Application**

☐ **Endorsement Renewal Application**

**Dear Licensee:**

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

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

Your application will be scheduled for the **February 3<sup>rd</sup>, 2026** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to

protest per AS 04.11.480(a). Information about this board meeting can be found on our website closer to the date of the board meeting. [Home, Alcohol & Marijuana Control Office](#)

Please feel free to contact us through the [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov) email address if you have any questions.

**Dear Local Government:**

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

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before the meeting of the local governing body. If you have any questions, please email [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov).

Sincerely,  
Reece Parks, Licensing Examiner II  
For  
Kevin Richard, Director



Document reference ID : 6331

## Renewal Application Summary

<b>Application ID:</b>	6331
<b>License No:</b>	6008
<b>License Type applied for Renewal:</b>	Brewery Manufacturer License (BML)
<b>Licensee Name:</b>	No Road Brewing Llc
<b>License Expiration Date:</b>	12/31/2025
<b>Doing Business As:</b>	Copper River Brewing
<b>Premises Address:</b>	507 1st Street, Cordova, AK, 99574
<b>Application Status:</b>	In Review
<b>Application Submitted On:</b>	11/10/2025 10:33 AM AKST

## Entity Information

---

<b>Business Structure:</b>	Limited liability company
<b>FEIN/SSN Number:</b>	
<b>Alaska Entity number (CBPL):</b>	10174594
<b>Alaska Entity Formed Date:</b>	
<b>Home State:</b>	



## Entity Contact Information

---

**Entity Address:**

P.O. Box 1384, Cordova, AK, 99574

## Local Government and Community Council Details

---

**City/Municipality:**

Cordova

**Borough:**

Unorganized Borough

## Renewal Information

---

**Are there any changes to your ownership structure that have not been reported to AMCO prior to this application?:**

No

**As set forth in AS 04.11.330, how many hours did you operate during the first calendar year for this renewal period?:**

The license was regularly operated continuously throughout the first calendar year for this renewal period.

**As set forth in AS 04.11.330, how many hours did you operate during the second calendar year for this renewal period?:**

The license was regularly operated continuously throughout the second calendar year for this renewal period.

**Please select the seasonality:**

Year-round

**Has any person or entity in this application been convicted or disciplined for a violation of Title 04, 3 AAC 304 or 305, or a local ordinance adopted under AS 04.21.010 in the preceding two calendar years?:**

No

**Have any notices of violation or citations been issued for this license during the preceding two years?:**

Yes

**Please provide an explanation of the type of violation or offense.:**

Our NOV regarded the brewery hosting events that were not allowed per our license type (brewery manufacturers/retail license), such as a cookie decorating event, a bird calling contest, and an origami crane workshop, amongst others specifically listed out in the NOV.

**Upload Notices of Violation Document:**

- [Notice of Violation.pdf](#)

## Attestations

---

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

I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.

I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.

I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a

license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

## Signature

---

This application was digitally signed by : Christiana Fincher on 11/10/2025 10:35 AM AKST

## Payment Info

---

Payment Type : CC

Payment Id: 8faa2e24-6761-4511-9796-891720617ca3

Receipt Number: 101195905

Payment Date: 11/10/2025 10:42 AM AKST

## Documents

---

#	File Name	Type	Added On
1	<a href="#">Notice of Violation.pdf</a>	Notice of Violation Document	11/10/2025 10:33 AM

**Alaska Department of Commerce, Community, and Economic Development**

Division of Corporations, Business, and Professional Licensing

PO Box 110806, Juneau, AK 99811-0806

This is to certify that the owner

No Road Brewing LLC

is licensed by the department to do business as

**Copper River Brewing**

PO Box 1384, Cordova, AK 99574

for the period

October 8, 2025 to December 31, 2026  
for the following line(s) of business:

31-33 - Manufacturing



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.  
It is not transferable or assignable.

Julie Sande  
Commissioner

## Details

## ENTITY DETAILS

## Name(s)

Type	Name
Legal Name	No Road Brewing LLC

**Entity Type:** Limited Liability Company**Entity #:** 10174594**Status:** Good Standing**AK Formed Date:** 9/24/2021**Duration/Expiration:** Perpetual**Home State:** ALASKA**Next Biennial Report Due:** 1/2/2027**Entity Mailing Address:** PO BOX 1384, CORDOVA, AK 99574-6971**Entity Physical Address:** 507 1ST STREET, CORDOVA, AK 99574-6971

## Registered Agent

**Agent Name:** Christiana Fincher**Registered Mailing Address:** PO BOX 1384, CORDOVA, AK 99574-6971**Registered Physical Address:** 323 1ST STREET, CORDOVA, AK 99574-6971

## Officials

☐ Show Former

AK Entity #	Name	Titles	Owned
	Christiana Fincher	Member	50.00
	Curtis Fincher	Member	50.00

## Filed Documents

Date Filed	Type	Filing	Certificate
9/24/2021	Creation Filing	<a href="#">Click to View</a>	<a href="#">Click to View</a>
9/29/2021	Initial Report	<a href="#">Click to View</a>	
10/03/2022	Biennial Report	<a href="#">Click to View</a>	
1/06/2023	Certificate of Compliance		<a href="#">Click to View</a>
10/08/2024	Biennial Report	<a href="#">Click to View</a>	

Close Details

 Print Friendly Version



# Notice of Violation

(3AAC 304.525)

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

Date: 1/3/25

License #/Type: 6008 Brewery

Licensee: No Road Brewing LLC

Address: 507 1st St., Cordova, AK

DBA: Copper River Brewing

AMCO Case #: 24-2315

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

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

On 12-10-24, AMCO received a complaint that your establishment was hosting a "Bingo Night", December 11th, 2024 @ 6:30pm. The event was held. Citation P00527133 was issued to the licensee for the violation. Upon further investigation, it was revealed they intend to host the following event: "Iceworm Trivia", January 28, 2025, 6 - 9pm and Oyster Shuck and Suck, January 30, 2025, 6 - 8:30pm

**PAST EVENTS:**

"Iceworm Homebrew Competition, February 4, 2023, at 6pm. The advertisement says to "Drop off your brews at Copper River Brewing anytime after 11am on Saturday, February 4th to get them in the chiller." (Try new release of Iceworm IPA) Indicates on licensed premises.

"Trivia", January 2, 2024, 6pm. The advertisement indicated this will be a weekly event.

"Minglin' Singles of Cordova", January 12, 2024, "Games will be available for interested parties." Also bring your own games.

"First Annual Grown-up Spelling Bee", January 27, 2024; enter at the door, 18+

"Iceworm Board Game Night", January 29, 2024, 5pm

"Iceworm Homebrew Competition", February 2, 2024, 6pm

"Origami Crane Workshop", April 26-27, 2024, 6 - 8pm

"Bird Calling Contest, May 3, 2024, 7:30 - 9pm

"Decorating Workshop" October 31, 2024, from 4 - 6pm

Your attention is directed to AS 04.09.320(e)(1): Brewery retail license which reads in part, "(e) Except as provided under (g) of this section and AS 04.09.685, the holder of a brewery retail license may not (1) allow live music or performances, disc jockeys, karaoke, televisions, pool tables, dart games, or organized games or tournaments on the premises where the consumption occurs;..."

Certified Mail 7021 0950 0001 6767 0427

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

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

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

**Alcohol & Marijuana Control Office**

**ATTN: Enforcement**

**550 W. 7<sup>th</sup> Ave, Suite 1600**

**Anchorage, Alaska 99501**

**[amco.enforcement@alaska.gov](mailto:amco.enforcement@alaska.gov)**

Issuing Investigator: J. Hamilton

Received by:

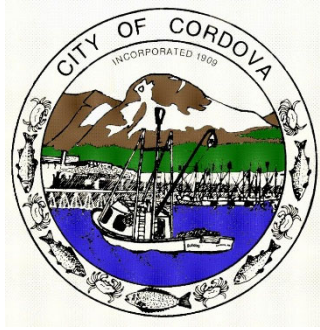
SIGNATURE: *F.R. HAMILTON*

SIGNATURE:

Delivered VIA: Mail

Date:





## AGENDA ITEM 5

**City Council Meeting Date: 02/04/26**

### CITY COUNCIL COMMUNICATION FORM

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**FROM:** Susan Bourgeois, City Clerk

**DATE:** 1/27/26

**ITEM:** Council option to protest/waive protest for renewal of Liquor License #919

**NEXT STEP:** Motion to waive protest via approval of consent calendar

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☐ ORDINANCE  
☒ MOTION

☐ RESOLUTION  
☐ INFORMATION

---

**I. REQUEST OR ISSUE:** A Cordova business owner, Robin Traxinger, has applied for a Liquor License Renewal (Beverage Dispensary) with the State through the AMCO (Alcohol and Marijuana Control Office).

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

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

**IV. BACKGROUND INFORMATION:** Finance Staff & Deputy City Clerk have determined this business to be current in all financial obligations to the City (utilities, property taxes, business taxes). Police Department has no public safety concerns about this business. Planning Department sees no zoning reason to consider protest.

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

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

***Council motion to waive it's right to protest the renewal of liquor license #919, Robin Traxinger, dba Powder House, beverage dispensary.***



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,  
and Economic Development

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

January 27, 2026

From: [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov); [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov);

Licensee: Robin Traxinger

DBA: Powder House

VIA email:

Local Government 1: Cordova

Via Email: [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net); [cgilmour@cityofcordova.net](mailto:cgilmour@cityofcordova.net)

Re: Beverage Dispensary License #919 Combined Renewal Notice for 2026-2027 Renewal Cycle

<b>License Number:</b>	#919
<b>License Type:</b>	Beverage Dispensary License
<b>Licensee:</b>	Robin Traxinger
<b>Doing Business As:</b>	Powder House
<b>Physical Address:</b>	1418 Copper River Highway Cordova, AK 99574
<b>Endorsement Type:</b>	Restaurant Endorsement: 15303
<b>Designated Licensee:</b>	Robin Traxinger
<b>Phone Number:</b>	907-330-7538
<b>Email Address:</b>	

☒ License Renewal Application

☒ Endorsement Renewal Application

**Dear Licensee:**

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

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

Your application will be scheduled for the **April 14<sup>th</sup>, 2026** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The

board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a). Information about this board meeting can be found on our website closer to the date of the board meeting. [Home, Alcohol & Marijuana Control Office](#)

Please feel free to contact us through the [Alcohol.licensing@alaska.gov](mailto:Alcohol.licensing@alaska.gov) email address if you have any questions.

**Dear Local Government:**

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

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before the meeting of the local governing body. If you have any questions, please email [amco.localgovernmentonly@alaska.gov](mailto:amco.localgovernmentonly@alaska.gov).

Sincerely,  
Reece Parks, Licensing Examiner II  
For  
Kevin Richard, Director



Document reference ID : 6106

## Renewal Application Summary

You must review your application and confirm that the information displayed here is correct. Select **Review and Confirm** to continue and make the payment. If the information is not correct, select **Next** to return to the application, edit the data as needed and finalize the submission.

<b>Application ID:</b>	6106
<b>License No:</b>	919
<b>License Type applied for Renewal:</b>	Beverage Dispensary License(BDL)
<b>Licensee Name:</b>	Robin Traxinger
<b>License Expiration Date:</b>	12/31/2025
<b>Doing Business As:</b>	Powder House
<b>Premises Address:</b>	1418 Copper River Highway, Cordova, AK, 99574
<b>Application Status:</b>	In Review
<b>Application Submitted On:</b>	01/27/2026 01:46 PM AKST

## Entity Information

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<b>Business Structure:</b>	Sole proprietorship
<b>FEIN/SSN Number:</b>	
<b>Alaska Entity number (CBPL):</b>	
<b>Alaska Entity Formed Date:</b>	
<b>Home State:</b>	

## Entity Contact Information

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**Entity Address:**

PO Box 578, Cordova, AK, 99574

## Local Government and Community Council Details

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**City/Municipality:**

Cordova

**Borough:**

Unorganized Borough

## Renewal Information

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**Are there any changes to your ownership structure that have not been reported to AMCO prior to this application?**

No

**As set forth in AS 04.11.330, how many hours did you operate during the first calendar year for this renewal period?**

The license was regularly operated continuously throughout the first calendar year for this renewal period.

**As set forth in AS 04.11.330, how many hours did you operate during the second calendar year for this renewal period?**

The license was regularly operated continuously throughout the second calendar year for this renewal period.

**Please select the seasonality**

Year-round

**Has any person or entity in this application been convicted or disciplined for a violation of Title 04, 3 AAC 304 or 305, or a local ordinance adopted under AS 04.21.010 in the preceding two calendar years?**

No

**Have any notices of violation or citations been issued for this license during the preceding two years?**

Yes

**Please provide an explanation of the type of violation or offense.**

Alcohol server education.

#### **Upload Notices of Violation Document**

- [919- Powder House NOV AM25-1398 ws wr.pdf](#)

## Endorsements

License #	License Type	Trade Name	License Status	City
15303	Restaurant Endorsement (RE)	Powder House	Active	Cordova

## Attestations

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

I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.

I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.

I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.



I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

## Signature

---

This application was digitally signed by : Robin L Traxinger on 11/14/2025 02:47 PM AKST

## Documents

---

#	File Name	Type	Added On
1	<a href="#">919- Powder House NOV AM25-1398 ws wr.pdf</a>	Notice of Violation Document	01/27/2026 01:47 PM AKST
2	<a href="#">#919 AS.pdf</a>	License Paper Form Application Document	01/27/2026 01:47 PM AKST

**Alaska Department of Commerce, Community, and Economic Development**

Division of Corporations, Business, and Professional Licensing

PO Box 110806, Juneau, AK 99811-0806

This is to certify that the owner

Robin Leeanne Traxinger

is licensed by the department to do business as

**POWDER HOUSE**

PO BOX 578, CORDOVA, AK 99574-0578

for the period

January 26, 2026 to December 31, 2026  
for the following line(s) of business:

72 - Accommodation and Food Services



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.  
It is not transferable or assignable.

Julie Sande  
Commissioner

# Notice of Violation

(3AAC 304.525)

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

Date:

License #/Type:

Licensee:

Address:

DBA:

AMCO Case #:

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

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

Prior disciplinary history within the past 5 years:

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

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

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

**Alcohol & Marijuana Control Office**

**ATTN: Enforcement**

**550 W. 7<sup>th</sup> Ave, Suite 1600**

**Anchorage, Alaska 99501**

**[amco.enforcement@alaska.gov](mailto:amco.enforcement@alaska.gov)**

Issuing Investigator:

Received by:

SIGNATURE:

*F.R. HAMALTON*

SIGNATURE:

Delivered VIA:

Date:



AMCO  
Attention Enforcement  
550 W. 7<sup>th</sup> Ave. Suite 1600  
Anch, AK 99501

Nov 12, 25

AMCO# 25-1318

Mr. J Hamilton,

I did get my Charr Card. Got a 100%



#335325

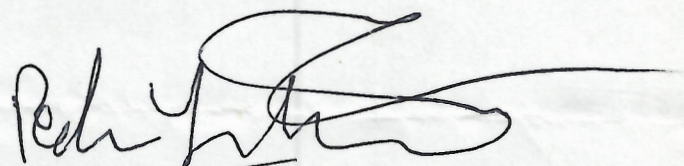
Expires: 10/21/2028

Name:

Robin Traxinger

DOB: 04/22/1967



  
Robin Traxinger  
Powder House  
Bar & Grill #919

---

**Re: report on 2025 visit?**

---

**From** Julia Harry <clinics@akrvo.org>

**Date** Wed 2026-01-21 6:19 PM

**To** Kristin Smith <mayor@cityofcordova.net>

**Cc** Cindy Butherus <HappyTailsAK@gmail.com>; Susan Bourgeois <cityclerk@cityofcordova.net>; Sam Greenwood <citymanager@cityofcordova.net>; Susan Oehlers <treasurer@akrvo.org>

 1 attachment (12 KB)

CORDOVA 2025 expenses (1).xlsx;

Mayor Smith,

I'm so glad to hear from you! We were thrilled to be invited to Cordova by your community and the Friends of the Valdez Animal Shelter in 2025. We are always excited to be asked to come to a community that we have never visited. Our medical team was beyond pleased with the warm welcome of Cordova and the turnout to our clinic.

During our 2025 clinic, 6/20-22, our team (3 veterinarians, 4 technicians, 1 admin person) saw 59 animals total. We completed 2 dog spays, 6 dog neuters, 2 cat spays, 1 cat neuter (11 surgeries) and administered 96 vaccines. We had been told by our friends in Valdez and our community contact in Cordova to expect a busy clinic. We brought a big team so that we could be ready to handle whatever came our way. We did not complete quite as many surgeries as we had expected, but that is often the case when we go somewhere new. On a first visit, we have a strong focus on getting to know the community and making local connections. Our entire team felt that our expectations were met as we had the chance to meet your residents, their pets, and offer veterinary care.

As a small non-profit, we need to make sure that we are able to cover our own expenses and remain sustainable. That being said, we do charge for our services in most communities that are not fully subsistence based. Our charges cover the cost of our medical supplies per surgery and a portion of our travel costs. All of our teams are volunteers. We will not refuse services to a person or family who may not have funds and we do not ask for proof of income when anyone expresses financial strain.

For 2026, our charges will be \$165 for a dog spay (including meds to go home), \$160 for a dog neuter, \$145 for a cat spay and \$70 for a cat neuter. A physical exam (wellness or medical) is \$45 and any medications dispensed are at our cost.

In 2025, our cost to come to Cordova including flights, lodging, facility rental, cargo shipping, food, medical supplies, indirect expenses and miscellaneous costs was \$11,614 (see attached breakdown). We brought in \$3538 in charges for services provided. The funds made available by your community and the Friends of the Valdez Animal Shelter covered this difference for us. It's unusual for us to need to cover facility rental and lodging but we understand that summer's are very busy!

We plan to be back in Cordova the weekend of 6/19-21/26. We have made arrangements to rent the same facility (Nathan Widman's garage) and stay at the Red Dragon. We are looking forward to being back!

I hope this is helpful. I am so glad to hear from you and happy to answer any additional questions you or any of your City Council may have!

Thanks so much!

Respectfully,

Julia Harry, LVT

Alaska Rural Veterinary Outreach Clinics and VP

On Mon, Jan 19, 2026 at 8:50PM Kristin Smith <[mayor@cityofcordova.net](mailto:mayor@cityofcordova.net)> wrote:

Hi Julia and Cindy,

the City received your recent request for support for a second visit to Cordova in 2026, which raised some questions at our January Council meeting. Council members asked about how the 2025 visit went, and wondered about the possibility of getting a report from ARVO about it?

We're wondering how many pets were treated, how many spay/neuter procedures were performed? Are there other ways you track the performance or success of a community visit? And could you fill us in on your fee structure, I remember getting asked about that too. Is there a charge for the spay/neuter work, or for other procedures? How do those charges get determined?

And also about last year: the City was asked to contribute \$3,000 last year, and then agreed to split it with the Cordova Community Foundation (CCF). The communication lapsed on our end so that both entities ended up sending ARVO a check, one for \$3,000 from the City and one for \$1,500 from the CCF. Now, we understand, the CCF should have sent the \$1,500 to the City.

So I'm not sure yet what we should do about this year, but we know it's a valuable service and we know that pet owners are really grateful that ARVO is making the effort to come here.

What are the dates you're anticipating coming to Cordova in 2026? Depending on the timing, I may be able to offer lodging for two people at my house (you'd have separate bedrooms, not to worry). I think last year people (how many?) stayed at the Red Dragon, not sure if you've been in touch with them again for 2026? Can you share a little more about what expenses you need to cover to make a second trip possible?

OK, I'll wait to hear back with some kind of summary for how it went last year, thanks for being patient with all of our questions!

Kristin

Kristin Smith, Mayor  
**City of Cordova**  
PO Box 1210  
601 1st Street  
Cordova, AK 99574  
(907) 424-6200, City Hall

**CORDOVA 2025****Expenses**

<b>Item</b>	<b>Cost</b>
medical supplies	\$3,200
airfare	\$3,194
Widman garage rent	\$750
totes shipping	\$511 Alaska Air Cargo-shipping supplies to and from Cordova
lodging (Red Dragon donation)	\$500 \$200 charge plus \$300 donation (Belle donated rooms in her home)
misc. expenses and supplies	\$500
meals (restaurants)	\$459
food (groceries)	\$333
misc.volunteer travel costs (fuel, airport parking)	\$295
misc. supplies purchased in Cordova	\$198
thank you for Katherine (Great Harvest Bread)	\$74 Katherine provided transportation to and from airport and between lodging and clinic venue
<b>Total</b>	<b>\$10,014</b>
indirect cost estimate	\$1,600 adminstrative fees, liability insurance, office supplies, operations manager time for planning and coordinating schedule. etc.
<b>Total including indirect costs</b>	<b>\$11,614</b>

**Cordova 2025 Statement of Services for Pet Owners**

SERVICES	FEE
Dog - Female Spay	\$140.00
Dog - Male Neuter	\$135.00
Cat – Spay	\$120.00
Cat – Neuter	\$70.00
Rabies Vaccine	No charge
Parvo-Distemper Vaccine	No charge
Deworm	\$10.00
Deworm (Tapeworm)	\$20.00
Nail Trim (non-surgical)	\$10.00
Wellness Exam	\$45.00
Euthanasia	\$50.00
Medications	\$10-\$20 (our cost)

\*\*provided by PetCo Love grant funds\*\*



## **Bears and Landfills: We Have A Decision to Make in Our Next Election**

From the bear encounters we've experienced in town when bears come to paw through trash cans, we know that bears and trash are not a good mix. For the City, this means that operating a landfill with open access for bears is generally unsafe -- for the City staff who manage the landfill and for bears ingesting the plastics and trash mixed with food waste.

Our next municipal election will take place on March 3, 2026. On the ballot will be the question of whether Cordova residents support taking on debt through a low-interest loan issued by the State of Alaska to fund the installation of an electrified fence to deter wildlife from entering the Mile 17 landfill. A yes vote on Proposition #1 allows the City to accept State revolving loan funding, complete the ADEC-required project, and continue operating the landfill in compliance with state regulations.

Every five years, the Alaska Department of Environmental Conservation renews the City's permit to operate the landfill. As part of that renewal process, the State evaluates conditions at the landfill and considers whether any changes need to be made. State DEC staff are concerned enough about the situation at the landfill, with over two dozen bears at a time seen visiting the landfill as a food source.

This year, as part of the permit renewal conditions, the State DEC is requiring that the City of Cordova install an electrified fence at the Mile 17 landfill. City staff have obtained estimates that put the cost of this fence at approximately \$500,000 – 650,000. The City has been approved for a low interest loan from the State Revolving Fund (SRF) of up to \$870,000 at a rate between one and two percent, and the State has also agreed to make \$500,000 of the low interest loan forgivable, minimizing the total cost to the City. This means the actual cost to the City would be \$370,000, plus interest, if the full loan amount is used.

The fence will be approximately eight to ten feet tall, with an additional three feet installed below ground to prevent access. The fence will include electrified wires around the exterior of the fences perimeter to provide additional bear deterrence.

This requirement is part of the City's responsibility to meet state environmental and operational standards for landfill operations. If the City is unable to complete the project, ADEC may take enforcement action, which could include fines, penalties, or, in more serious cases, the revocation of the permit that allows the City to operate the landfill. As Cordovans know from last fall's difficult budget process, between federal and state funding cuts and City spending for harbor re-build matching funds, our general fund has been depleted. The only realistic alternative would be withdrawing funds from our City "permanent fund," which earns more interest than we'll pay for a low interest loan from the State.

Please visit [cityofcordova.net/elections](https://www.cityofcordova.net/elections) (<https://www.cityofcordova.net/category/public-notice>) for more information on this ballot proposition.

A yes vote on Proposition #1 allows the City to move forward with this project, improve working conditions for City staff, and support safe and reliable landfill operations.

# CITY OF CORDOVA



Samantha Greenwood  
City Manager  
February 4, 2026, Regular Council Meeting

## **At the meeting**

- Pool Update
  - Bear Fence Information
- 
- Meeting weekly with HR to update/develop City Policies and annual training
  - Meeting weekly with HR and the Finance Director on union negotiations
  - Working Meeting with NVE on Second Street Lot negotiations
  - Organizing and verifying the current license for Adobe, Microsoft 365, and other programs for annual renewal.
  - Beginning department head annual evaluations
  - Meeting with Fire Marshal and Planner – discussing strategy for New Public Safety Building
  - Contaminated soil was shipped out

# ★ Proposition #1: ★ ★ Why It Matters ★



## ALASKA DEC COMPLIANCE



**A yes vote on Proposition #1 allows the City to accept loan funding to complete ADEC requirements and continue operating the landfill in compliance with state regulations.**

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**THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION (ADEC) REQUIRES THE CITY OF CORDOVA TO INSTALL AN ELECTRIFIED BEAR FENCE AT THE ACTIVE WASTE AREA OF THE 17 MILE LANDFILL.**

**THE FENCE WILL BE ABOUT 8 TO 10 FEET TALL. ABOUT 3 FEET OF THE FENCE WILL BE INSTALLED BELOW GROUND TO STOP ANIMALS FROM DIGGING UNDER IT. ELECTRIFIED WIRES WILL RUN ALONG THE OUTSIDE OF THE FENCE TO KEEP BEARS AWAY FROM THE LANDFILL.**

**THIS PROJECT IS REQUIRED FOR THE CITY TO MEET STATE ENVIRONMENTAL AND LANDFILL OPERATION RULES. IF THE CITY DOES NOT COMPLETE THIS PROJECT, ADEC MAY TAKE ENFORCEMENT ACTION. THIS COULD INCLUDE FINES, PENALTIES, OR, IN SERIOUS CASES, LOSS OF THE PERMIT THAT ALLOWS THE CITY TO OPERATE THE LANDFILL.**

**TO PAY FOR THIS REQUIRED PROJECT, THE CITY APPLIED FOR FUNDING THROUGH THE STATE REVOLVING FUND (SRF) PROGRAM. THE SRF PROGRAM OFFERS LOW-INTEREST LOANS, CURRENTLY BETWEEN 1% AND 2%, FOR IMPORTANT PUBLIC INFRASTRUCTURE PROJECTS.**

**THE CITY WAS APPROVED FOR A LOAN OF UP TO \$870,000. OF THAT AMOUNT, \$500,000 IS FORGIVEN AND DOES NOT NEED TO BE REPAYED. THIS MEANS THE CITY WOULD BE RESPONSIBLE FOR \$370,000, PLUS INTEREST, EVEN IF THE FULL LOAN AMOUNT IS USED.**

**A YES VOTE ON PROPOSITION #1 ALLOWS THE CITY TO ACCEPT THIS FUNDING, COMPLETE THE ADEC-REQUIRED PROJECT, AND CONTINUE OPERATING THE LANDFILL IN COMPLIANCE WITH STATE REGULATIONS.**

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★ **EARLY VOTING**

★ **TUESDAY,  
FEBRUARY 10**



★ **ELECTION DAY**

**TUESDAY,  
MARCH 3** ★





# Proposition #1: Why It Matters



## LANDFILL SAFETY



**A yes vote on Proposition #1 allows the City to make State mandated upgrades, improve working conditions for City staff, and support safe and reliable landfill operations.**

**CITY OF CORDOVA REFUSE DIVISION STAFF WORK DAILY AT THE 17 MILE LANDFILL. IN RECENT YEARS, BROWN BEARS HAVE BEEN REGULARLY DRAWN TO THE ACTIVE WASTE AREA. THIS CREATES UNSAFE WORKING CONDITIONS FOR STAFF.**

**WHEN BEARS ACCESS GARBAGE, THERE IS A HIGHER RISK OF CLOSE AND DANGEROUS ENCOUNTERS. THIS RISK AFFECTS CITY EMPLOYEES, AS WELL AS CONTRACTORS, AND MEMBERS OF THE PUBLIC WHO USE OR VISIT THE LANDFILL.**

**CURRENT CONDITIONS MAKE IT DIFFICULT FOR STAFF AND VISITORS TO SAFELY PERFORM ESSENTIAL JOB DUTIES. THEY ALSO INCREASE STRESS, DISRUPT OPERATIONS, AND RAISE THE CHANCE OF INCIDENTS THAT COULD RESULT IN INJURY TO PEOPLE OR HARM TO WILDLIFE.**

**INSTALLING AN ELECTRIFIED BEAR FENCE AROUND THE ACTIVE WASTE AREA WILL PREVENT BEARS FROM ACCESSING GARBAGE. REMOVING THIS FOOD SOURCE IS EXPECTED TO SIGNIFICANTLY REDUCE BEAR ACTIVITY AT THE LANDFILL. THIS WILL IMPROVE SAFETY FOR STAFF, CONTRACTORS, AND THE PUBLIC, AND ALLOW LANDFILL OPERATIONS TO CONTINUE IN A SAFER AND MORE CONTROLLED ENVIRONMENT.**

**TO FUND THIS PROJECT, THE CITY APPLIED FOR ASSISTANCE THROUGH THE STATE REVOLVING FUND (SRF) PROGRAM, WHICH OFFERS LOW-INTEREST LOANS FOR ESSENTIAL INFRASTRUCTURE PROJECTS.**

**THE CITY WAS APPROVED FOR A LOAN OF UP TO \$870,000. OF THAT AMOUNT, \$500,000 IS FORGIVEN AND DOES NOT NEED TO BE REPAID. THIS MEANS THE CITY WOULD BE RESPONSIBLE FOR \$370,000, PLUS INTEREST, EVEN IF THE FULL LOAN AMOUNT IS USED.**

**★ EARLY VOTING**

**★ TUESDAY,  
FEBRUARY 10**



**★ ELECTION DAY**

**TUESDAY,  
MARCH 3**



# Proposition #1: Why It Matters



## WILDLIFE PROTECTION



A yes vote on Proposition #1 allows the City to complete upgrades required by the State and help protect local wildlife.

THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION (ADEC) REQUIRES THE CITY OF CORDOVA TO INSTALL AN ELECTRIFIED BEAR FENCE AT THE ACTIVE WASTE AREA OF THE 17 MILE LANDFILL.

THIS REQUIREMENT IS DUE TO AN INCREASE IN BROWN BEARS ACCESSING THE LANDFILL AND EATING GARBAGE. REGULAR ACCESS TO GARBAGE IS HARMFUL TO BEARS. IT CAN DAMAGE THEIR HEALTH, CHANGE NATURAL FEEDING BEHAVIOR, AND INCREASE THE RISK OF DANGEROUS ENCOUNTERS WITH PEOPLE.

INSTALLING A BEAR FENCE WILL STOP BEARS FROM REACHING THE REFUSE. THIS HELPS PROTECT BEARS, SUPPORTS SAFER WILDLIFE BEHAVIOR, AND REDUCES THE RISK OF HUMAN-WILDLIFE CONFLICTS. IT ALSO BRINGS THE CITY INTO COMPLIANCE WITH ADEC PERMIT REQUIREMENTS.

TO FUND THIS PROJECT, THE CITY APPLIED FOR ASSISTANCE THROUGH THE STATE REVOLVING FUND (SRF) PROGRAM. THIS PROGRAM PROVIDES LOW-INTEREST LOANS FOR ESSENTIAL PUBLIC INFRASTRUCTURE.

THE CITY WAS APPROVED FOR A LOAN OF UP TO \$870,000. OF THAT TOTAL, \$500,000 IS FORGIVEN AND DOES NOT NEED TO BE REPAYED. THIS MEANS THE CITY WOULD BE RESPONSIBLE FOR \$370,000, PLUS INTEREST, EVEN IF THE FULL LOAN AMOUNT IS USED.

★ **EARLY VOTING**

★ **TUESDAY,  
FEBRUARY 10**



★ **ELECTION DAY**

★ **TUESDAY,  
MARCH 3** ★





# ELECTION DAY

## TUESDAY, MARCH 3, 2026



# CITY OF CORDOVA REGULAR ELECTION

**POLLING PLACE - CORDOVA CENTER  
COMMUNITY ROOM A  
VOTING HOURS - 7:00 AM TO 8:00 PM**



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### Offices to be Elected

Two (2) City Council Members, for Two (2) Regular, Three (3) Year Terms

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

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

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### Declaration of Candidacy

To Declare Candidacy: Any qualified voter who meets the residency and age requirements of the elective office must file, not earlier than the date of first posting of this notice (Tuesday December 16, 2025) and at least by 30 days before the election (by Monday February 2, 2026), with the city clerk, a sworn declaration of candidacy using the declaration of candidacy form that applies to the office for which they are a candidate in order for the voter's name to appear on the ballot as a candidate for that elective office.

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

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### Register to vote online at: [www.elections.alaska.gov](http://www.elections.alaska.gov)

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

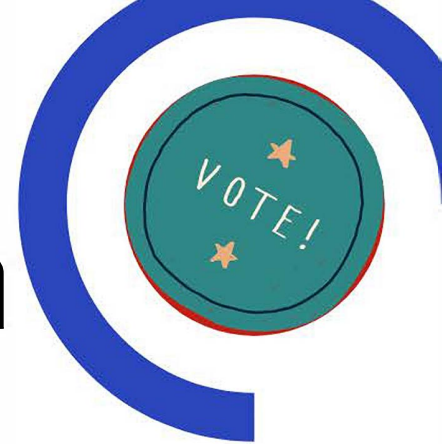
- A. Qualified to vote in State Elections and registered to vote in State Elections at a residence address within the City limits of Cordova at least thirty days immediately preceding the City Election (by Sunday, February 1, 2026),
- B. A resident of the City for thirty days immediately preceding the City Election (by Sunday February 1, 2026), and
- C. Not disqualified under Article V of the Alaska Constitution.

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For more information, visit our election website  
[www.cityofcordova.net/about-cordova/election-information/](http://www.cityofcordova.net/about-cordova/election-information/)

# City of Cordova Regular Election

## March 3, 2026



### Early, Absentee, & Special Needs Voting

**Early Voting:** Feb 10-Mar 2, 8am-5pm, M-F, except Mon Feb 16 @ Cordova Center

**Application for absentee voting:** apply from Jan 1-Feb 25, email or call City Clerk or application is on City website

**Casting an absentee ballot:** must be postmarked on or before Mar 3 & must be received no later than Mar 17 - may be deposited in election drop box upstairs at Cordova Center under covered driveway by close of polls, 8pm on Mar 3

**Absentee voting a special needs ballot:** a qualified voter unable to get to polling place because of disability, infirmity, or confinement may vote absentee by special needs - through a representative request a special needs ballot on election day or from City Clerk up to 21 days before election day (beginning on Feb 10)

### Offices to be elected:

2 City Council Members  
1 School Board Member  
1 Hospital Services Board Member

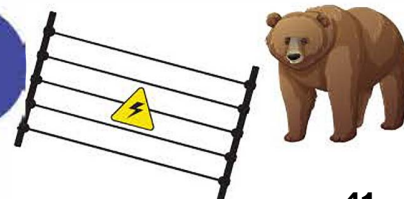


### Proposition No. 1:

May the City borrow up to \$870K from DEC, \$500K of which qualifies for forgiveness, to construct a bear & litter mitigation fence at landfill?



for more information visit our election website  
[www.cityofcordova.net/about-cordova/election-information/](http://www.cityofcordova.net/about-cordova/election-information/)





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

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

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

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

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

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

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

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

### **Suggestions concerning correspondence:**

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

Dear Mayor Smith,

Each year, the U.S. Coast Guard (USCG) is required to review the certification for the Prince William Sound Regional Citizens' Advisory Council (PWSRCAC) under the Oil Pollution Act of 1990. Every three years, of which this is one, a more extensive application process is conducted, followed by a public comment period.

In November, PWSRCAC submitted our application for review and the public comment period has now opened. **It is extremely important that the USCG hears from our stakeholders, partners, and the public during this process and we kindly request The City of Cordova provide a letter of support.**

The letter of support doesn't need to be long – just a few paragraphs emphasizing how important the work of PWSRCAC is to preventing oil spills like the Exxon Valdez and ensuring a prompt, effective cleanup should a similar event happen in the future. We have attached sample language for your reference and encourage those who use it to personalize the letter with your knowledge of and experience with PWSRCAC.

Letters need to reach the USCG by ***February 15, 2026, and should reference “PWSRCAC Recertification Docket USCG-2025-1064,”*** which is the document number of the Coast Guard's Federal Register notice about our recertification.

Unfortunately, the official posting in the Federal Register for the public comment period has been delayed, though the Coast Guard has indicated that public comments can begin to be submitted.

**Until the online portal is available, all comments should be emailed to LT Case Kuikhoven at [case.a.kuikhoven@uscg.mil](mailto:case.a.kuikhoven@uscg.mil).** While not required, it would be helpful if submissions also cced [brooke.taylor@pwsrcac.org](mailto:brooke.taylor@pwsrcac.org), to help ensure everything makes it into the system.

Comments may also be sent to:  
Commander, Coast Guard Arctic District (dpi)  
PO Box 25517  
Juneau, AK 99802  
Attn: LT Case Kuikhoven  
Inspections & Investigations

If you have any questions, please don't hesitate to contact me at [davidjankak@gmail.com](mailto:davidjankak@gmail.com) or 907-253-3428.

Thank you for considering our request, David Janka

Sample base text for letter of support:

The [organization] supports recertification of the Prince William Sound Regional Citizens' Advisory Council (PWSRCAC).

The PWSRCAC was established after the Exxon Valdez oil spill and has worked diligently for the past 35 years to fulfill its mission: citizens promoting the environmentally safe operation of the Alyeska terminal and associated tankers.

PWSRCAC works with industry and regulators to ensure response readiness, evaluate risks, and propose solutions. We support recertification of the PWSRCAC as the citizens' advisory group for Prince William Sound.

Examples of PWSRCAC work that can be referenced (please choose the most relevant examples to your organization, we suggest limiting your letter to 3-5 items):

**Monitoring Weather in Prince William Sound:** The Council maintains two weather buoys in Port Valdez, which have been collecting data for six years: one near the Valdez Marine Terminal, the other near the Valdez Duck Flats. The Valdez Duck Flats weather buoy was pushed off station by ice in February 2025, and plans are under way to relocate it. These buoys improve understanding of weather conditions in Port Valdez that could affect marine vessel safety and movement of spilled oil, as well as help with decisions regarding the timing of protecting environmentally sensitive sites in the area. The Council works with the Alaska Ocean Observing System and the National Oceanic and Atmospheric Administration's PORTS® (Physical Oceanographic Real Time System) to share the data collected by these buoys.

**NOAA Weather Buoy Outages:** In recent years, the Council has voiced support for NOAA's National Data Buoy Center to receive additional funding for timely repairs to Seal Rocks (Station 46061) and the other important weather buoys in the Gulf of Alaska. Wind and wave data from the Seal Rocks buoy is the primary source of information that the U.S. Coast Guard uses to make critical navigation safety decisions for outbound laden oil tankers. Council staff provided support and were invited to give testimony at Alaska Legislature committee hearings for a joint resolution to urge the U.S. Congress and NOAA to address outages of their weather stations. The joint resolution passed in Spring 2025. As of June 2025, the Seal Rocks buoy and others in the region were repaired or replaced, and are working properly.

**Ensuring the Adequacy of Secondary Containment Liners:** The crude oil storage tanks at the Valdez Marine Terminal are required to maintain secondary containment systems to protect ground and surface water from contamination in the event of an oil spill. Part of those systems is a liner that is supposed to hold spilled oil until it can be detected and cleaned up. Investigations from 2014-2017 showed that there were cracks and holes in the liner, indicating it may not prevent ground and surface water contamination if a spill occurred from one of the large crude tanks. The Alaska Department of Environmental Conservation (ADEC) recently

required that Alyeska select a method to test the integrity of the liner. In early 2025, the Council released a report summarizing the findings from and providing recommendations on a liner testing pilot study Alyeska conducted in July 2024. Subsequently, in August 2025, Alyeska announced they were changing to a new testing method. The Council has enlisted technical experts to review this new information and continues to coordinate with Alyeska and the City of Valdez as part of the ADEC's established confer process as this issue moves forward.

**Protecting Alyeska Contracted Fishing Vessel Response Program:** The Council participated in a workgroup that helped develop a legislative solution to allow the current fleet of vessels contracted by Alyeska's Ship Escort Response Vessel System, or SERVVS, to remain in their spill prevention and response system. This legislative solution was included in the new National Defense Authorization Act (NDAA) passed by Congress in 2025. For context, in 2023, the U.S. Coast Guard issued a Work Instruction requiring Certificates of Inspection for vessels that tow boom and other response equipment during oil spill drills and actual incidents. This Work Instruction was issued in response to a provision in the 2023 NDAA. Unfortunately, the Work Instruction applied to the fleet of uninspected vessels contracted by SERVVS. Most of these vessels were built for purposes other than oil spill response, such as commercial fishing. If implemented, these inspections would pose significant challenges, potentially delaying a response. Additionally, many of the vessels have not been subject to this type of inspection before and the modifications needed to be issued a Certificate of Inspection would likely exclude many from the SERVVS program altogether.

One of the most important lessons from the Exxon Valdez oil spill was that local fishing crews not only help with a quick response, but also provide important local knowledge and skills. The SERVVS contracted fishing vessel program forms the backbone of the oil spill response system in Prince William Sound. If another real event were to occur, Alaska's fishing crews are ready to respond.

**Environmental Monitoring:** PWSRCAC continues its Long-Term Environmental Monitoring Program (LTEMP), initiated in 1993, to monitor hydrocarbons pollution and impacts in the Exxon Valdez oil spill region. In 2024, a pilot study identified 23 metals found in sediments near two monitoring sites in Port Valdez. The study noted that sediments near the terminal held higher amounts of metals than the reference site at Gold Creek. The analysis showed that some of the metals could be above the threshold for negative effects. Further monitoring and analysis are recommended.

The Council also supports citizen-based monitoring efforts for marine invasive species that may be introduced in ballast water or on the hulls of tankers arriving at the Valdez Marine Terminal. In September 2024, the Council released a report describing a survey for marine invasive species conducted in 2023, throughout Prince William Sound. Three species of concern were detected in this study. Two of the three have not been detected in Prince William Sound in previous studies. This brings the total number of invasive benthic marine invertebrate species in the Sound to seven.

The Council has continued its work monitoring sensitive species in Prince William Sound that may be impacted and could use additional protection during an oil spill response. In 2024, the Council released a report that combined 14 years of data showing areas where marine birds tend to gather in the spring. In 2025, the Council released a report on marine bird and mammal surveys conducted in September and November 2024, in and around the tanker escort zone and the terminal. This was the first of four proposed years of surveys during the fall and early winter. Data from spring and fall surveys have been incorporated into NOAA's online spill response planning tool, the Environmental Response Management Application that will assist oil spill response decision makers during incidents.

**Monitoring of Cleanup Drills and Spill Response:** PWSRCAC devotes considerable effort to monitoring drills, exercises, and training events, as well as the responses to actual incidents, which fortunately are relatively rare in Prince William Sound. Staff often participate as members of drill planning teams along with ADEC, USCG, and industry. Drill monitoring reports are prepared by staff and contractors. When significant spills occur, Council staff, Board members, and volunteers work with Alyeska staff to understand why they occurred and how Alyeska would prevent similar incidents in the future.

**Geographic Response Strategies for the Copper River Delta and Flats:** The Council has been leading an effort to build out Geographic Response Strategies (GRS) for the Copper River Delta vicinity on the coastline near Cordova. There are over 700 GRS in Alaska supporting and improving oil spill response, but this area was notably missing with past work done in the late 1990s still unfinished. This effort, which began in 2025, has included extensive participation from regulatory and trustee agencies, but also from local commercial fishers, who have been vital to the understanding and planning for a response in this highly dynamic area. In the spring of 2026, the Council anticipates providing the draft GRS to the PWS Area Committee for approval and then having this information incorporated into ADEC's GRS website.

**Review of Valdez Marine Terminal and Prince William Sound Tanker Oil Spill Contingency Plans:** As part of our OPA 90 mandate, PWSRCAC reviews and comments on changes to oil spill prevention and response plans that cover the Valdez Marine Terminal and tankers that transit Prince William Sound. PWSRCAC participates in a workgroup consisting of industry, regulators, and stakeholders, which meets on a quarterly basis to discuss conditions of approval and advocate for improvements to the terminal plan. Additionally, PWSRCAC participates in drill and exercise design teams with industry and regulators that test response readiness.

**Outreach and Circulating Science:** Throughout the year, Council staff and volunteers visit communities in the Council's region to host receptions, deliver presentations, and participate in events that increase citizen engagement in our work. Examples include hosting booths at Copper River Salmon Jam in Cordova, Pacific Marine Expo in Seattle, Alaska Forum on the Environment in Anchorage, and ComFish in Kodiak; sponsoring the Prince William Sound Natural History Symposium in Whittier, presenting at the event, and assisting in its hybrid facilitation; and organizing and hosted events such as a hands-on learning event in Kodiak for families and youth, our annual educational boat tour (most recently in Whittier) for community

members to learn about how Alyeska trains local vessel crews to help clean up oil, and our annual “Science Night” held in Anchorage and streamed online featuring topics relevant to our region and work; this year, partners hosted watch parties in Cordova, Homer, and Valdez.

In the past year, Council staff or contractors published two peer-reviewed papers in the Proceedings of the 2024 International Oil Spill Conference on long-term environmental monitoring and building collaborative social science to understand the impacts of spills, and a peer-reviewed paper in the journal “Environmental Science: Advances” on the oiled ballast water treatment process at the Valdez Marine Terminal. The Council’s long-term environmental monitoring was presented at the Pacific Northwest Chapter meeting of the Society of Environmental Toxicology & Chemistry and with a poster at the Alaska Marine Science Symposium. A presentation on invasive species risk from biofouling in our region was shared at the Alaska Invasive Species Conference.

**GAO Report Looks at Joint Pipeline Office:** In June 2025, the Government Accountability Office, or GAO, released their report examining the current status of the Joint Pipeline Office, or JPO. The Council has been raising concerns about the diminishment of agency oversight at the Valdez Marine Terminal (VMT) for over 15 years. In 2023, Senators Lisa Murkowski and Dan Sullivan asked the GAO to conduct the assessment. The Senators’ request was initiated after a Council-sponsored report found that, among other issues, there had been a reduction in regulatory oversight of the VMT in recent years. The Council was encouraged to see recommendations in the GAO report to clarify roles and responsibilities within the JPO. However, the report falls short of adequately characterizing the reduction in meaningful technical and comprehensive monitoring by the JPO that existed when they were first created. In the interest of supporting the JPO, the Council continues to communicate with the Alaska Congressional Delegation, regulatory agencies, and industry to determine what the next steps should be.

**Risks and Safety Culture at the Valdez Marine Terminal:** In 2023, the Council released a report titled, “Assessment of Risks and Safety Culture at Alyeska’s Valdez Marine Terminal.” This report was initiated in response to safety concerns brought to the Council by current and former Alyeska employees. The report found unacceptable safety risks at the terminal. Since that time, the Council has been monitoring the actions taken by Alyeska to improve the work culture and more effectively promote a culture of safety. Though many of the safety issues have been addressed by Alyeska since the report was released, the Council is still monitoring: recent loss of key staff with extensive institutional knowledge; unaddressed gaps in regulatory oversight and monitoring; and continued reports from employees concerned about safety issues.



...AND To The  
**VERY BEST  
CITY CREW IN  
50 YEARS**



**THANKS TO**  
...TO EACH AND EVERY ONE  
OF  
**YOU !**

IN OUR LIVES "BEYOND THE ROAD"  
You make a Tough place to live  
A WHOLE LOT EASIER ...

R. Kopchak

JAN  
2026



I would appreciate a  
council vote on our senior  
tax exemption.

I would like the same pardon  
given to me that was given  
to Diane Rubio and Penny Oswalt.  
Thank you for your consideration.

Joy Sandaluce



# Wilderness First Aid

March 6–7, 2026

1 credit, CRN 36795  
Instructor: Benjamin Rush  
Ages 16 & up



907-424-7598



akleissl@alaska.edu



[www.pwsc.alaska.edu](http://www.pwsc.alaska.edu)

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in partnership with the Native Village of Eyak



**AGENDA ITEM # 10**  
**City Council Regular Meeting Date: 02/04/2026**  
**CITY COUNCIL COMMUNICATION FORM**

---

**FROM:** Amanda Hadley Coward, City Planner

**DATE:** Wednesday February 04, 2026

**ITEM:** Resolution 02-26-02 – Purchase & Sale Agreement for a 2.155 Acre Portion of ASLS 79-263

**NEXT STEP:** Decision on Resolution 02-26-02

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<input type="checkbox"/> INFORMATION	<input checked="" type="checkbox"/> RESOLUTION
<input type="checkbox"/> MOTION	<input type="checkbox"/> ORDINANCE

---

**I. REQUEST OR ISSUE:**

Requested Actions: Decision on Resolution 02-26-02  
Applicant: Native Village of Eyak  
Legal Description: A 2.155 Acre Portion of ASLS 79-263  
Parcel Number: 02-033-300  
Area: Approximately a 2.155 Acre Portion of the Thirty (30.36) Acre Parcel  
Zoning: Waterfront Commercial Park District

**II. RECOMMENDED ACTION / NEXT STEP:** Staff suggest the following motion: “I move to adopt Resolution 02-26-02.”

**III. FISCAL IMPACTS:** Fair market value of this 2.155 acre portion of property is \$12,027.44. The Native Village of Eyak (NVE) had previously purchased a portion of ASLS 79-263 from the City of Cordova and the fair market value was based on the appraisal and sale of that property. The infrastructure trade for the property that NVE has agreed to (Orca Transmission Main replacement) is approximately \$950,000.00 in value. The disposal of this property would also provide improved access to City land and future potential development.

**IV. BACKGROUND INFORMATION:** 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 Manager, is requesting this portion of property to provide the roadway with an alignment to connect the Shepard Point Road to the New England Cannery Road. Currently this parcel is a cliffside area that overlooks Orca Inlet.



### **The Planning Commission Regular Meeting**

On Tuesday September 09, 2025, the Planning Commission held a meeting where this item was considered. ***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 Shepard Point Road to connect to New England Cannery Road through the two-acre section that they are now requesting.

The Commission voted to recommend that the City Council directly negotiate 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 (CMC) 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*** added that this will be a public road, and that 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**

Cordova Municipal Code 7.40.030 requires a 30-day noticing period prior to the City Council considering the redesignation of land from “unavailable” to “available”. City Planner, Amanda Hadley Coward, began the noticing period on September 11th, 2025. The noticing period ended on October 11, 2025. No public comment was received during the noticing period for this property.

### **The City Council Regular Meeting**

On Wednesday October 15, 2025, the City Council reviewed the letter of interest, the Planning Commission recommendation, and approved the City Manager to directly negotiate with NVE for the purchase of the requested portion of property.

**Vote: 6 yea, 0 nay, 1 absent (Sherman)**

Full Meeting Video: [https://www.youtube.com/live/7aJeCHotCYg?si=7P\\_nEIRFk1\\_UA2a5](https://www.youtube.com/live/7aJeCHotCYg?si=7P_nEIRFk1_UA2a5)

### **Negotiation Process**

The negotiation process with NVE began and they proposed that in lieu of a cash payment they would provide infrastructure upgrades that would be beneficial for the City water utility. They agreed to replace the full 650-foot Orca transmission main with a new 12-inch insulated HDPE water pipe. The value of this project to the City is estimated to be \$950,000.00. Please see Exhibit C to the Purchase and Sale Agreement for the full details.

The right of reentry, the right of first refusal, and substantial completion are typically requirements found in our Purchase and Sale Agreements. These three (3) requirements were determined to not be applicable for the reasons described below. The property will be a public ROW and maintained as a public interest. While a future ROW vacation could be possible, it is highly unlikely and there would be a public process that allows the City and the community to voice concerns. There are also bonds in place to ensure that NVE and their contractors meet the substantial completion requirement of the Shepard Point Road project. The right of reentry is a requirement that would be necessary in cases where substantial completion is not met, however that is waved in this agreement as other Federal/State project requirements will ensure completion.

NVE is a federally recognized Alaska Native Tribal Government and has sovereign immunity. They agreed to a limited waiver of their sovereign immunity to ensure that their agreement with the City is enforceable. They have also agreed to insurance provisions while completing work on City property during the construction of the Orca transmission main.

The NVE Tribal Council met on Tuesday January 20, 2026, and approved this Purchase and Sale Agreement with Exhibits and Addendum. The Agreement is now before City Council for review and consideration.

***Applicable Code:***

**7.40.070 - Disposal for less than fair market value.**

*A. The city may dispose of an interest in city real property for less than fair market value to the United States, the state of Alaska or any political subdivision thereof, or a nonprofit or tribal corporation or association, upon a finding by the council that the disposal will allow the use of the real property for a purpose beneficial to the city.*

**V. LEGAL ISSUES:** Legal review of the Purchase and Sale Agreement along with its Exhibits has been reviewed by the City legal counsel and is now before the City Council for its final review.

**VI. SUMMARY AND ALTERNATIVES:** City Council could choose to approve or not approve the Purchase and Sale Agreement, direct Staff to amend the agreement, or choose not to dispose of the property.

**VII. ATTACHMENTS:**

- 1) Purchase & Sale Agreement with Exhibits and Addendum
- 2) Resolution 02-26-02

**CITY OF CORDOVA, ALASKA  
RESOLUTION 02-26-02**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AUTHORIZING THE CONVEYANCE OF A 2.155-ACRE PORTION OF ASLS 79-263 TO  
THE NATIVE VILLAGE OF EYAK FOR THE REALIGNMENT OF THE SHEPARD POINT  
RIGHT-OF-WAY**

**WHEREAS**, the NATIVE VILLAGE OF EYAK submitted a letter of interest to purchase a 2.155-acre portion of ASLS 79-263 ("Property") from the City of Cordova ("City"); and

**WHEREAS**, The City Council Authorized the City Manager to negotiate a Purchase and Sale Agreement with the NATIVE VILLAGE OF EYAK; and

**WHEREAS**, The City Staff and City Attorney has drafted a Purchase and Sale Agreement to finalize the purchase of the property; and

**WHEREAS**, the NATIVE VILLAGE OF EYAK will dedicate the land as Right-of-Way and construct a public roadway over the property that can be used by the City to access additional City land and infrastructure; and

**WHEREAS**, the NATIVE VILLAGE OF EYAK will replace in new the 650-foot Orca Transmission Main valued at \$950,000.00 for payment of the property; and

**WHEREAS**, The City Council has determined that the sale of the property to the NATIVE VILLAGE OF EYAK would be beneficial and in the best interests of the City.

**NOW, THEREFORE BE IT RESOLVED THAT** the City Council of the City of Cordova hereby authorizes and directs the City Manager to enter into a Purchase and Sale Agreement for the Property with the NATIVE VILLAGE OF EYAK. The form and content of the Purchase and Sale Agreement, along with Exhibit A, Exhibit B, Exhibit C, Addendum 1 to Exhibit C, & Addendum 2 to Exhibit C, and Exhibit D attached to the Purchase and Sale Agreement, now before this meeting is in all respects authorized, approved and confirmed by this Resolution, and the City Manager hereby is authorized, empowered and directed to execute and deliver such documents on behalf of the City, in substantially the form and content now before this meeting, but with such changes, modifications, additions and deletions therein as the City Manager shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of said documents now before this meeting, and from and after the execution and delivery of said documents, and the City Manager hereby is authorized, empowered and directed to do all acts and things and to execute all documents as may be necessary to carry out and comply with the provisions of the documents as executed.

**PASSED AND APPROVED THIS 4<sup>th</sup> DAY OF FEBRUARY 2026**

\_\_\_\_\_  
Kristin Smith, Mayor

ATTEST:

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

## PURCHASE AND SALE AGREEMENT

THIS PURCHASE AND SALE AGREEMENT (this “Agreement”) is entered into as of January, 2026 (the “Effective Date”), by and between the CITY OF CORDOVA, an Alaska municipal corporation (“Seller” or the “City”), whose address is P.O. Box 1210, Cordova, Alaska 99574, and THE NATIVE VILLAGE OF EYAK, a federally recognized Alaska Native Tribal Government, (“Purchaser”), whose address is P.O. Box 1388, Cordova, Alaska 99574.

WHEREAS, Seller is the owner of certain real property located in the City of Cordova, Alaska, and legally described as a Two (2) Acre portion of ASLS 79-263 filed under the official plat thereof, Plat # 82-13, Records of the Cordova Recording District, Third Judicial District, State of Alaska, and also known by Assessor’s Parcel Number 02-033-300 (“Property”); and

WHEREAS, Purchaser, as its sole cost and expense, has agreed to provide certain improvements and enhancements to the Seller’s Orca Transmission Water Main, which runs approximately 650-feet from the Orca Catchment down to the Orca Water Treatment Plant and provides water from Crater Lake to serve as a source of water for the community and seafood processing facilities, and to replat the Property to provide for a right-of-way dedication for the Shepard Point Road; and

WHEREAS, in exchange for the Purchaser’s improvements which are valued at approximately \$950,000.00, Seller hereby agrees to transfer to Purchaser, and Purchaser has agreed to acquire from Seller, the Property by way of a Quitclaim Deed without any additional charge or expense, other than the moneys, rights, promises and covenants specifically set forth herein; and

WHEREAS, Purchaser intends to use the Property for governmental and transportation-related purposes under its Tribal Transportation Program Funding Agreement with the Federal Highway Administration-Federal Lands Highway (FHWA-FLW), as authorized by 23 U.S.C. 202(d) and the Indian Self-Determination Act, 25 U.S.C. 5301 et seq, (Pub. L. 93-638).

NOW, THEREFORE, in consideration of the foregoing Recitals (which are incorporated herein by this reference), the mutual covenants and conditions hereinafter set forth, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Purchaser hereby agree as follows:

**1. Purchase and Sale.** Seller hereby agrees to sell, assign and convey to Purchaser, and Purchaser hereby agrees to purchase from Seller, all of Seller’s right, title and interest in and to that certain real Property located in the Cordova Recording District, Third Judicial District, State of Alaska, more particularly described in Exhibit A attached hereto and incorporated herein by this reference, together with any and all improvements thereon, and all rights, privileges, easements and appurtenances thereto.



**2. The Purchase Price Consideration.** The consideration for the purchase and sale of the Property shall be the Purchaser's agreement to construct the infrastructure improvements and perform the work set out in Exhibits C and D and elsewhere in this Agreement, at Purchaser's sole cost and expense and with no cost or expense to the Seller. In addition, Purchaser shall pay to Seller at the Closing the Closing Costs identified in Section 11 below, and as required by the Cordova Municipal Code. Purchaser shall pay Seller's Closing Costs (hereinafter defined) related to this Agreement; provided, however, that Buyer shall not be responsible for the Seller's attorney's fees in excess of \$7,500.00.

**3. Title.**

(a) Within ten (10) days following the Effective Date, Seller shall order from Alyeska Title Guaranty Agency, Inc. ("Title Company"), a preliminary title report pertaining to the Property (the "Commitment"), together with legible (to the extent available) copies of all documents relating to the title exceptions referred to in such Commitment.

(b) Within fifteen (15) days after the delivery of the Commitment by Seller or the Title Company to Purchaser, Purchaser shall notify Seller in writing of any title exceptions identified in the Commitment of which Purchaser disapproves. Any exception not disapproved in writing within said fifteen (15)-day period shall be deemed approved by Purchaser and shall constitute a "Permitted Exception" hereunder. Within ten (10) days after receipt of Purchaser's written notice of disapproved title exceptions, if any, Seller shall notify Purchaser in writing of any disapproved title exceptions which Seller is unable or unwilling to cause to be removed prior to or at Closing. Seller's failure to give such notice shall be deemed an election not to remove any disapproved title exceptions. Within ten (10) days after Seller's notice or election, Purchaser shall elect, either to terminate this Agreement without being responsible to pay the termination fee, or to waive their disapproval of such exceptions, in which case such exceptions shall then be deemed to be Permitted Exceptions, and shall notify Seller in writing of such termination or waiver. Purchaser's failure to give written notice within such ten (10) day period shall be deemed a waiver of its disapproval of any such exception.

**4. Limited Seller Representations and Warranties.** Other than the Representations and Warranties expressly set out in Section 5(b), Purchaser shall purchase the Property based on Purchaser's own prior investigation and examination of the Property (or Purchaser's election not to do so). Purchaser agrees, represents, and warrants that except as expressly contained in this Agreement, no representations or warranties by or on behalf of Seller, express or implied, statutory or otherwise, are or have been made to the Purchaser as to the condition of the Property or improvements situated thereon, the contents thereof, any restrictions related to the development or use thereof, the applicability of any governmental requirements pertaining thereto, including but not limited to environmental requirements, the presence or absence of Hazardous Substances, presence of groundwater, the suitability or fitness thereof for any use or purpose, the Property's compliance with federal, state and/or municipal laws, or any other matter or thing affecting or related to the Property in any way, and the Purchaser accepts the same IN AN "AS IS" PHYSICAL CONDITION AND IN AN "AS IS" STATE OF REPAIR, WITH ALL FAULTS. Seller has agreed to sell the Property on the terms specified herein in reliance upon the foregoing limitations of Seller's liabilities, which are material to Seller, and Seller would not have entered into this Agreement without such limitations.

## 5. Representations, Warranties and Covenants of Purchaser and Seller.

**(a) Purchasers Representations.** In addition to any other representations, warranties, and covenants contained herein, Purchaser represents and warrants to Seller that the following matters are true and correct as of the execution of this Agreement and also will be true and correct as of the Closing:

This Agreement is, and all the documents executed by Purchaser which are to be delivered to Seller at the Closing will be, duly authorized, executed, and delivered by Purchaser, and is and will be legal, valid, and binding obligations of Purchaser enforceable against Purchaser in accordance with their respective terms and do not and will not violate any provisions of any agreement to which either Purchaser is a party or to which they are subject.

**(b) Seller's Representations.** Seller makes the following representations and warranties to Purchaser, or its assigns, which shall remain true and correct at the date of Closing, and the effectiveness and enforceability of which shall survive full performance of this Agreement:

(1) Title to the Property. Seller will convey to Purchaser, or its assigns, at Closing, unencumbered, marketable, fee-simple title to the Property, free and clear of all taxes, liens, and other encumbrances, except only those exceptions set forth in the Title Commitment accepted by Purchaser or its assigns. At the closing, the Property is not subject to any lease, license, permit, or any similar agreement.

(2) Claims. To the best of Seller's actual knowledge, no actions, suits, proceedings, or investigations are pending or threatened against or relating to Seller or the Property in any court, or before any governmental agency and Seller does not know of any basis of any such action, suit, proceeding, or investigation. In addition, to the best of Seller's actual knowledge, there are no existing events, circumstances, or plans affecting the Property or adjacent properties that could materially affect the use, possession, or enjoyment of the Property by Purchaser or its assigns. For purposes of this representation, the term "Seller's actual knowledge" refers to the actual knowledge of the City Manager of the City of Cordova as of the Effective Date of this Agreement.

(3) Notice of Alleged Violation of Law. Seller has not received any notice from any governmental authority or other person or entity with respect to any alleged violation of law that would affect the possession or enjoyment of the Property by Purchaser or its assigns.

(4) Statutorily Exempt Property for Municipal Tax Purposes. Seller and Purchaser understand and agree that the Property shall be used for governmental, non-commercial, and federal program purposes related to the Purchaser's FHWA-FLW Tribal Transportation Program activities. As such, the Property is exempt from municipal property taxes under the applicable Alaska Constitution and Alaska State Law so long as it is used exclusively for a right of way open to public use. Seller shall not attempt to assess such taxes against the Property so long as the Property is used for such tax-exempt purposes or any other purpose that also satisfies applicable tax-exempt provisions of the Alaska Constitution and Alaska State law.

## **6. Conditions Precedent to Closing.**

(a) The following shall be conditions precedent to Seller's obligation to consummate the purchase and sale transaction contemplated herein (the "Seller's Conditions Precedent"):

(1) Purchaser shall not have terminated this Agreement in accordance with Section 3, Section 12 or Section 13 of this Agreement within the time periods described in said Sections.

(2) Purchaser shall have delivered to the Title Company, prior to or at the Closing, for disbursement as directed hereunder, sufficient cash to pay for the Closing Costs set forth in Section 11 in accordance with this Agreement.

(3) There shall be no uncured breach of any of Purchaser's representations or warranties set forth in Section 5, or any other breach of this Agreement, as of the date of Closing.

(4) Purchaser shall have delivered to Alyeska Title Guaranty Agency, Inc., in its capacity as escrow agent (the "Escrow Agent"), the items described in Section 8.

(5) The timely performance by Purchaser of each and every obligation imposed upon Purchaser hereunder.

The conditions set forth in this Section 6(a) are solely for the benefit of Seller and may be waived only by Seller and only in writing. Seller shall, at all times have the right to waive any of these conditions.

(b) The following shall be conditions precedent to Purchaser's obligation to consummate the purchase and sale transaction contemplated herein (the "Purchaser's Conditions Precedent"):

(1) Purchaser shall not have terminated this Agreement in accordance with Section 4, Section 12 or Section 13 of this Agreement within the time periods described in said Sections.

(2) Seller shall have delivered the items described in Section 7.

(3) The timely performance by Seller of each and every obligation imposed upon Seller hereunder.

The conditions set forth in this Section 6(b) are solely for the benefit of Purchaser and may be waived only by Purchaser and only in writing. Purchaser shall, at all times have the right to waive any of these conditions.

**7. Seller's Closing Deliveries.** At or prior to the Closing, Seller shall deliver to Escrow Agent the following:

(a) A Quitclaim Deed in the form attached hereto as **Exhibit B**, executed by Seller conveying the Property to Purchaser (the “Deed”).

(b) A closing statement prepared by the Title Company itemizing and approving all receipts and disbursements made in connection with Closing.

(c) Any other documents, instruments or agreements reasonably necessary to effectuate the transaction contemplated by this Agreement.

**8. Purchaser’s Closing Deliveries.** At or prior to the Closing, Purchaser shall deliver to Escrow Agent the following:

(a) The Closing Costs, payable as provided in Section 11, together with such other sums as Escrow Agent shall require paying prorations, reimbursements and adjustments as set forth in Section 9 and Section 11, in immediately available funds.

(b) Any other documents, instruments or agreements reasonably necessary to effectuate the transaction contemplated by this Agreement and/or as may be required by the Title Company.

(c) A certificate naming the Seller as an additional insured during performance of Water Line Work and right of way work described in **Exhibit C**, in accordance with the requirements of Section 15.

**9. Prorations and Adjustments.** The following shall be prorated and adjusted between Seller and Purchaser as of the day of the Closing, except as otherwise specified:

(a) General real estate, personal property and ad valorem taxes and assessments, and any improvement or other bonds encumbering the Property, for the current tax year for the Property, if any. For purposes of clarity, and avoidance of doubt, Purchaser is not responsible for delinquent real estate taxes, personal property taxes, ad valorem taxes, or assessments arising prior to Closing.

(b) Utility charges, if any. Purchaser acknowledges and agrees that Seller shall be entitled to all refunds of utility deposits with respect to the Property and that such amounts are not to be assigned to Purchaser in connection with the sale of the Property. However, Purchaser will be responsible for any additional assessments effective prior to Closing, of which notice is received after Closing.

For purposes of calculating prorations, Purchaser shall be deemed to be in title to the Property, and, therefore entitled to the income therefrom and responsible for the expenses thereof for the entire day upon which the Closing occurs. All such prorations shall be made on the basis of the actual number of days of the month which shall have elapsed as of the day of the Closing and based upon the actual number of days in the month and a three hundred sixty-five (365) day year. In no event will there be any proration of insurance premiums under Seller’s existing policies of insurance relating to the Property, and Purchaser acknowledges and agrees that none of Seller’s insurance policies (or any proceeds payable thereunder) will be assigned to Purchaser at the

Closing, and Purchaser shall be solely obligated to obtain any and all insurance that they deem necessary or desirable. The provisions of this Section 9 shall survive the Closing.

**10. Closing.** The purchase and sale contemplated herein shall close no later than one hundred twenty (120) days after the Effective Date of this Agreement (the “Closing”) or on such other specific date and time mutually agreed to by the parties. As used herein, the term “Closing” means the date and time that the Deed is recorded in the Cordova Recording District, Third Judicial District, State of Alaska. The Closing shall occur at the offices of the Escrow Agent as set forth in Section 19(m), or such other place as may be agreed by the parties.

**11. Closing Costs.** Purchaser shall pay only those costs required by the Cordova Municipal Code (“CMC”), including, without limitation CMC 7.40.100, related to the disposal contemplated by this Agreement (collectively, the “Closing Costs”), provided, however, that Purchaser shall not be required to pay Seller’s attorney’s fees in excess of \$7,500.00. Unless otherwise specified herein, if the sale of the Property contemplated hereunder does not occur because of a default on the part of Purchaser, all escrow cancellation and title fees shall be paid by Purchaser; if the sale of the Property does not occur because of a default on the part of Seller, all escrow cancellation and title fees shall be paid by Seller.

**12. Default.**

(a) No party shall be deemed to be in default hereunder unless such party fails to cure an alleged default within ten (10) business days after receipt from the other party of written notice thereof; provided, however, that (i) if such alleged default is not susceptible of being cured within said ten (10)-day period, such party shall not be deemed in default hereunder so long as such party commences to cure the alleged default within said ten (10)-day period and diligently prosecutes the same to completion within thirty (30) days; and (ii) no notice shall be required or cure period permitted in the event the alleged default is a failure to close the transaction contemplated hereby at the Closing.

(b) In the event of a default by Seller hereunder, Purchaser’s remedies shall be limited to (i) terminating this Agreement by written notice to and neither party shall have any further rights, obligations, or liabilities hereunder, or (ii) enforcing Seller’s obligations hereunder by a suit for specific performance, in which event Purchaser shall be entitled to such injunctive relief as may be necessary to prevent Seller’s disposition of the Property pending final judgment in such suit.

**13. Escrow.**

(a) Instructions. Within five (5) business days after execution of this Agreement, Seller shall deposit a copy of this Agreement executed by both Purchaser and Seller with Escrow Agent. This Agreement, together with such further instructions, if any, as the parties shall provide to Escrow Agent by written agreement, shall constitute the escrow instructions. If any requirements relating to the duties or obligations of Escrow Agent hereunder are not acceptable to Escrow Agent, or if Escrow Agent requires additional instructions, the parties hereto agree to make such deletions, substitutions and additions hereto as Seller and Purchaser shall mutually

approve, which additional instructions shall not substantially alter the terms of this Agreement unless otherwise expressly agreed to by Seller and Purchaser.

(b) Deposits into Escrow. Seller shall make its deliveries into escrow in accordance with Section 7. Purchaser shall make their deliveries into escrow in accordance with Section 8. Escrow Agent is hereby authorized to close the escrow only if and when: (i) Escrow Agent has received all items to be delivered by Seller and Purchaser pursuant to Sections 7 and 8; and (ii) Title Company can and will issue the Title Policy concurrently with the Closing.

(c) Close of Escrow. Provided that Escrow Agent shall not have received written notice in a timely manner from Purchaser or Seller of the failure of any condition to the Closing or of the termination of the escrow, and if and when Seller and Purchaser have deposited into escrow the matters required by this Agreement, Escrow Agent shall:

(1) Deliver to Seller all Closing Costs required by Section 11, after satisfying the prorations and adjustments to be paid by Seller pursuant to Section 9, if any.

(2) Deliver to Purchaser the Deed by causing it to be recorded in the Official Records of the Cordova Recording District, Third Judicial District, State of Alaska and immediately upon recording delivering to Purchaser a conformed copy of the Deed.

(3) Deliver a Title Policy issued by Title Company to Purchaser, but only if Purchaser elects to obtain such Title Policy. Nothing in this subsection is intended to create a condition to Closing.

#### **14. Environmental Matters.**

(a) Intentionally Omitted.

(b) Environmental Release. The Seller makes no representation or warranty whatsoever, whether express, implied, or statutory, regarding the presence or absence of any Hazardous Material (as hereafter defined) on the Property. Purchaser releases the Seller and its authorized representatives, agents, officers, and employees from any and all actions, suits, claims, demands, penalties, fines, judgments, liabilities, settlements, damages, or other costs or expenses (including, without limitation, attorneys' fees, court costs, litigation expenses, and consultant and expert fees) that result from the presence, use, keeping, storage, or disposal of Hazardous Material in, on, or about the Property, or that arise out of or result from Purchaser's occupancy or use of the Property or the use or occupancy of the Property by Purchaser's employees, agents, servants, customers, contractors, subcontractors, sub-lessees, invitees (other than the City), or authorized representatives. This release includes, without limitation, any and all costs incurred due to any investigation of the Property or any cleanup, removal, or restoration mandated by a federal, state, or local agency or political subdivision, or by law or regulation. Purchaser agrees that it shall be fully liable for all costs and expenses related to the use, storage, and disposal of Hazardous Material generated, kept, or brought on the Property, whether by Purchaser, his, her or its employees, agents, servants, customers, contractors, subcontractors, sub-lessees, invitees, or authorized representatives, or any other party.



As used in this Agreement, "Hazardous Material" means any substance which is toxic, ignitable, reactive, or corrosive or which is regulated by any federal, state, or local law or regulation, as now in force or as may be amended from time to time, relating to the protection of human health or the environment, as well as any judgments, orders, injunctions, awards, decrees, covenants, conditions, or other restrictions or standards relating to the same. "Hazardous Material" includes any and all material or substances that are defined as "hazardous waste," "extremely hazardous waste," or a "hazardous substance" under any law or regulation.

The obligations in this Section shall survive closing.

#### **15. Additional Covenants of Purchaser; Specific Performance of Certain Covenants Post-Closing Covenants.**

a. Completion of Water Line Work. As material consideration for the purchase of the Property, Purchaser has agreed to construct and/or reconstruct certain improvements and enhancements to the Seller's Orca Transmission Water Main, which runs approximately 650-feet from the Orca Catchment down to the Orca Water Treatment Plant and provides water from Crater Lake to serve as a source of water for the community and seafood processing facilities, all at Purchaser's sole cost and expense (the "Water Line Work"), which is described in **Exhibit C** hereto. Purchaser's obligation to complete the Water Line Work shall commence upon the Effective Date and shall survive Closing and shall not merge into the Deed or any other instruments delivered at Closing. The Water Line Work shall be completed in accordance with the requirements of the Cordova Municipal Code and any other applicable law, rule or regulation.

b. Completion of Replat. As material consideration for the purchase of the Property, Purchaser has agreed to complete a replat of the Real Property, at Purchaser's sole cost and expense, to provide for a right-of-way dedication for the portion of the relocated Shepard Point Road, which right of way is shown in **Exhibit D** hereto. Purchaser's obligation to complete the replat shall commence upon the Effective Date and shall survive Closing and shall not merge into the Deed or any other instruments delivered at Closing. The replat shall be completed in accordance with the requirements of the Cordova Municipal Code and any other applicable law, rule or regulation.

c. Insurance; Bond. Purchaser shall require its construction contractor, when performing the Water Line Work described in **Exhibit C** hereto and the right of way work, to carry the following insurance coverages during any and all construction operations performed on the Property or on the land described in **Exhibit C** (collectively, the "Subject Lands"). Such insurance shall cover bodily injury liability and property damage liability and shall be of the following types and in the following amounts:

Commercial general liability insurance, including bodily injury, death and property damage liability, insurance against any and all claims, including all legal liability to the extent imposed upon Purchaser or its contractor(s) and all court costs and reasonable attorneys' fees and expenses, arising out of or connected with the possession, use, operation, maintenance or condition of the Subject Lands in such amounts as are generally available at commercially reasonable premiums and are generally required by institutional lenders for

properties comparable to the Subject Lands but in any event for a combined single limit of not less than One Million and No/100 Dollars (\$1,000,000.00) and at least Two Million and No/100 Dollars (\$2,000,000.00) in the aggregate, inclusive of excess or umbrella liability insurance.

The Purchaser shall furnish the Seller a certificate of additional insured from the construction contractor's insurance company naming the Seller as an additional insured during the performance of the Water Line Work and right of way work at the time of Closing.

In addition, Purchaser shall cause its contractor to obtain a performance bond, or amend any existing performance bond, to include the Water Line Work and right of way work to ensure performance of the work.

d. Continuation of Covenants; Enforcement. With regard to the covenants imposed by Section 16 of this Agreement, and any other obligation which survives Closing and shall not merge in the Deed or any other instrument delivered at Closing: (i) the Seller shall be entitled, in addition to any other remedies that may be available, to obtain specific performance of the terms of such covenants or obligations, (ii) if any action or proceeding is brought by the Seller to enforce such covenants or obligations, the Purchaser shall waive any defense that there is an adequate remedy at law, (iii) Purchaser agrees to waive any requirement for the security or posting of any bond in connection with any action or proceeding seeking specific performance, and (iv) Purchaser agrees that the only permitted objection that it may raise in response to any action for specific performance is that it contests the existence of a breach or threatened breach of such obligations or covenants.

**16. Limited Waiver of Sovereign Immunity for Specific Performance to Enforce the Terms of the Agreement.** Seller acknowledges that Purchaser is a federally recognized Alaska Native Tribal government which possesses sovereign immunity from suit. Nothing in this Agreement shall be construed to be a waiver of Purchaser's sovereign immunity, except to the limited extent necessary to fulfill its obligations under this Agreement and to allow Seller to seek judicial enforcement of the Purchaser's obligations under this Agreement, including, without limitation, the Termination Fee payment obligations set out in Section 17 of this Agreement. Sovereign immunity is not waived as to any of Purchaser's employees or Tribal Council members. Purchaser hereby specifically reserves and retains its sovereign immunity and all rights and privileges pertaining thereto, except to the limited extent expressly stated herein.

**17. Payment of a Termination Fee in the Event of Early Termination of Work.** The Seller has agreed to allow the Purchaser to commence the Water Line Work as well as work on the Shepard Point Road Right of Way (the "right of way work") upon execution of this Agreement, and without taking any earnest money deposit. In the event the Water Line Work or right of way work is terminated by Purchaser for any reason prior to completion, the Purchaser will be required to restabilize the Seller's land following any blasting and other work related to the Water Line Work or right of way work, which stabilization work will be completed at Purchaser's sole cost and expense. It is understood that in the event of such termination, the Seller will incur added costs, including, without limitation, the cost of an engineering report to confirm completion of the Purchaser's stabilization work, which the Seller reasonably believes will be the sum of \$10,000.00.

In the event Purchaser terminates the Water Line Work or right of way work for any reason prior to completion the Purchaser agrees to pay Seller a termination fee of \$10,000.00 (the "Termination Fee") within thirty (30) days of the date of Purchaser's termination of the work. Seller and Purchaser agree that the amount of the Termination fee is a reasonable estimate of Seller's damages in the event of termination of the Water Line Work or right of way work, and that such payment is intended to be liquidated damages and not intended to be a forfeiture or penalty. This obligation shall survive the termination of this Agreement and Closing.

## **18. General Provisions.**

(a) Each individual executing this Agreement hereby represents and warrants that he or she has the capacity set forth on the signature pages hereof with full power and authority to bind the party on whose behalf he or she is executing this Agreement to the terms hereof.

(b) Time is of the essence in the performance of and compliance with each of the provisions and conditions of this Agreement. In the computation of any period of time provided for in this Agreement or by law, the day of the act or event from which such period of time runs shall be excluded, and the last day of such period shall be included, unless it is a Saturday, Sunday or legal holiday, in which case the period shall be deemed to run until the end of the next business day.

(c) Seller represents and warrants to Purchaser, and Purchaser represents and warrants to Seller, that there is no broker, finder, or other intermediary of any kind with whom such party has dealt in connection with the transaction contemplated hereby, and each party agrees to indemnify, defend, and hold harmless the other from any claim made by any broker or agent alleging entitlement to any fee or commission as a result of having dealt with the indemnifying party.

(d) This Agreement, including all exhibits attached hereto, constitutes the entire agreement and understanding of the parties with respect to the subject matter hereof, and there are no other prior or contemporaneous written or oral agreements, undertakings, promises, warranties, or covenants with respect thereto not contained herein.

(e) This Agreement may be amended or modified only by a written instrument executed by all of the parties hereto.

(f) No waiver of any condition or provision of this Agreement by any party shall be valid unless in writing signed by such party. No such waiver shall be deemed or construed as a waiver of any other or similar provision or of any future event, act, or default.

(g) If any provision of this Agreement is deemed unenforceable in whole or part, such provision shall be limited to the extent necessary to render the same valid or shall be deemed excised from this Agreement and replaced by a valid provision as close in meaning and intent as the excised provision, as circumstances require, and this Agreement shall be construed as if said provision had been incorporated herein as so limited or as so replaced, as the case may be.

(h) Headings of articles and sections herein are for convenience of reference only and shall not be construed as part of this Agreement.

(i) This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors, and permitted assigns.

(j) This Agreement shall be governed by and construed in accordance with the laws of the State of Alaska.

(k) This Agreement may be executed in multiple counterparts, each of which shall be deemed an original but all of which, taken together, shall constitute a single instrument.

(l) In no event shall this Agreement be construed more strongly against any one person solely because such person or its representative acted as draftsman hereof, it being acknowledged by the parties hereto that both have been represented by competent legal counsel, that this Agreement has been subject to substantial negotiation, and that all parties have contributed substantially to the preparation of this Agreement.

(m) Any notice, request, demand, instruction or other document to be given or served hereunder or under any document or instrument executed pursuant hereto shall be in writing and shall be sent by United States registered or certified mail, return receipt requested, postage prepaid and addressed as follows:

Seller: City of Cordova  
Attn: City Manager  
P. O. Box 1210  
Cordova, Alaska 99574

With copy to  
Michael Schwarz, Esq.  
Birch Horton Bittner & Cherot, PC  
510 L. Street, Suite 700  
Anchorage, Alaska 99501

Purchaser: The Native Village of Eyak  
PO Box 1388  
Cordova, AK 99574

Escrow Agent: Alyeska Title Guaranty Agency, Inc.  
3801 Centerpoint Drive, Suite 102  
Anchorage, AK 99503

Title Company: Alyeska Title Guaranty Agency, Inc.  
3801 Centerpoint Drive, Suite 102

Anchorage, AK 99503

Any party may change its address for notice by written notice given to the other in the manner provided in this Section. Any such communication, notice or demand shall be deemed to have been duly given or served on the date three (3) days after being placed in the U.S. Mail.

(n) The parties agree to execute such instructions to Escrow Agent and Title Company and such other instruments and to do such further acts as may be reasonably necessary to carry out the provisions of this Agreement on terms mutually acceptable to Purchaser and Seller.

(o) Notwithstanding anything to the contrary contained herein, this Agreement shall not be deemed or construed to make the parties hereto partners or joint ventures, or to render either party liable for any of the debts or obligations of the other, it being the intention of the parties to merely create the relationship of Seller and Purchaser with respect to the Property to be conveyed as contemplated hereby.

(p) In any action, proceeding, or dispute arising out of or related to this Agreement the prevailing party shall be entitled to recover from the non-prevailing party its actual attorneys' fees and costs. The same shall not be limited by Alaska Rules of Civil Procedure 79 and/or 82, nor any other applicable rule or statute.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

SELLER: CITY OF CORDOVA

By: \_\_\_\_\_  
Samantha Greenwood, City Manager

STATE OF ALASKA )  
 ) ss:  
THIRD JUDICIAL DISTRICT )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2025, by Samantha Greenwood, City Manager of the CITY OF CORDOVA, an Alaska municipal corporation, on behalf of the City.

\_\_\_\_\_  
Notary Public in and for Alaska  
My commission expires: \_\_\_\_\_



IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first above written.

PURCHASER: THE NATIVE VILLAGE OF EYAK

By: \_\_\_\_\_  
Angela Butler, Tribal Council Chair

STATE OF ALASKA                    )  
  ) ss:  
THIRD JUDICIAL DISTRICT        )

The foregoing instrument was acknowledged and signed before me this \_\_\_\_ day of \_\_\_\_\_, 2026, by Angela Butler, Tribal Council Chair of THE NATIVE VILLAGE OF EYAK, a federally recognized tribal government, on behalf of the village.

\_\_\_\_\_  
Notary Public in and for Alaska  
My commission expires: \_\_\_\_\_

**EXHIBIT A**  
Description of the Property

Legal Description (Subject to confirmation by Title Report):

**Parcel 13**

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

Beginning at Corner No. 5 of Alaska State Land Survey 79-264, an aluminum monument, marked ASLS 79-263 79-264 C-5 1980 3239S, recorded as Plat No. 82-10, Cordova Recording District, dated July 9, 1963;

Thence, North 79°25'09" West, a distance of 139.27 feet, to a point on the boundary of the parcel being described and the True Point of Beginning;

Thence, North 59°49'40" West, across said Lot 7, U.S. Survey No. 5103, a distance of 194.30 feet, to the point of intersection with the southeasterly boundary of the New England Cannery Road Right-of-Way, AKDOT&PF Project No. X-51890, as shown on said Shepard Point Road Right-of-Way, AKDOT&PF Project No. 65928;

Thence, along the southeasterly boundary of said New England Cannery Road, along a curve to the left, having a delta angle of 26° 50' 32", a radius of 821.74 feet, an arc length of 384.97 feet, and a chord which bears North 51° 30' 39" East, a distance of 381.46 feet, to a point of intersection with Parcel 2, recorded as document 2023-000161-0;

Thence, along the southerly boundary of said Parcel 2, along a curve to the right, having a delta angle of 7° 16' 11", a radius of 671.24 feet, an arc length of 85.17 feet, and a chord which bears South 73° 50' 57" West, a distance of 85.11 feet, to the point of tangency;

Thence, along the southerly boundary of said Parcel 2, North 77° 29' 02" East, a distance of 461.86 feet;

Thence, South 12°30'58" East, across said Lot 7, U.S. Survey No. 5103, a distance of 100.00 feet;

Thence, South 77° 29' 02" West, a distance of 100.00 feet;

Thence, South 83° 33' 09" West, a distance of 287.12 feet, to a point of a non-tangent curve;

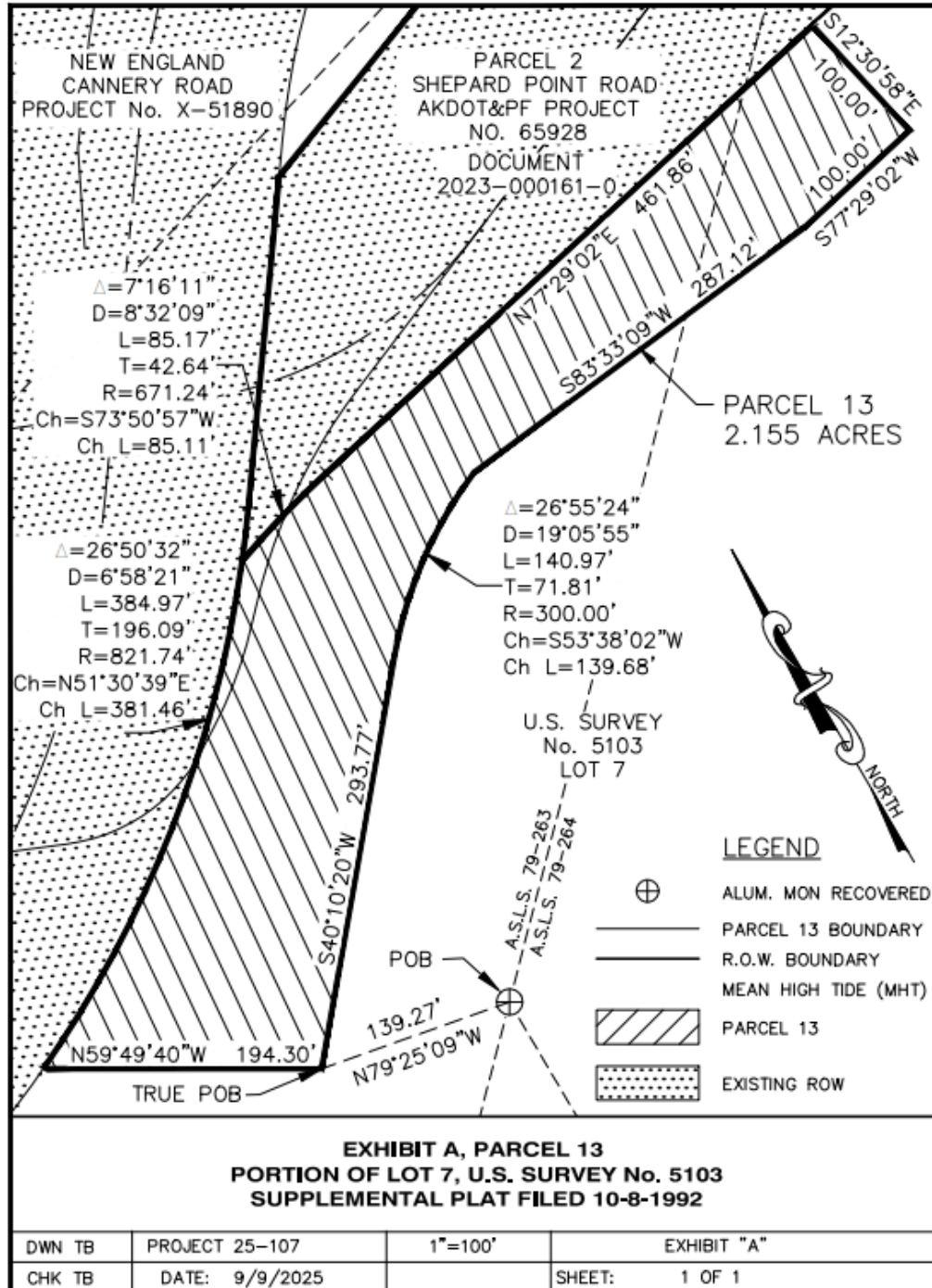
Thence, along a curve to the left, having a delta angle of 26° 55' 24", a radius of 300.00 feet, an arc length of 140.97 feet, and a chord which bears South 53° 38' 02" West, a distance of 139.68 feet, to the point of tangency;

Thence, South 40° 10' 20" West, a distance of 293.77 feet, to the True Point of Beginning.

Parcel 13 contains 2.155 acres, more or less.

Said real property is intended to be an approximately 2.155 Acre Portion of ASLS 79-263 filed under the official plat thereof, Plat # 82-13, Records of the Cordova Recording District, Third Judicial District, State of Alaska, which is depicted in the drawing below:

**Surveyed 2.155 Acre Portion of ASLS 79-263 Identified for Sale**



## **EXHIBIT B**

### **Quitclaim Deed**

#### **QUITCLAIM DEED**

##### **CORDOVA RECORDING DISTRICT**

Recording requested by and  
after recording, return to:

[INSERT NAME OF RECIPIENT]

The CITY OF CORDOVA, an Alaska municipal corporation, whose address is P. O. Box 1210, Cordova, Alaska 99574 ("Grantor"), for good and valuable consideration in hand paid, the adequacy and sufficiency of which is hereby acknowledged, conveys and quitclaims to THE NATIVE VILLAGE OF EYAK (Purchaser) (collectively, "Grantee"), whose address is P.O. Box 1388 Cordova, Alaska 99574 all interest which Grantor has, if any, in the following described real property (the "Property"):-

[Insert from title report]

Subject to reservations, exceptions, easements, covenants, conditions, and restrictions of record, if any.

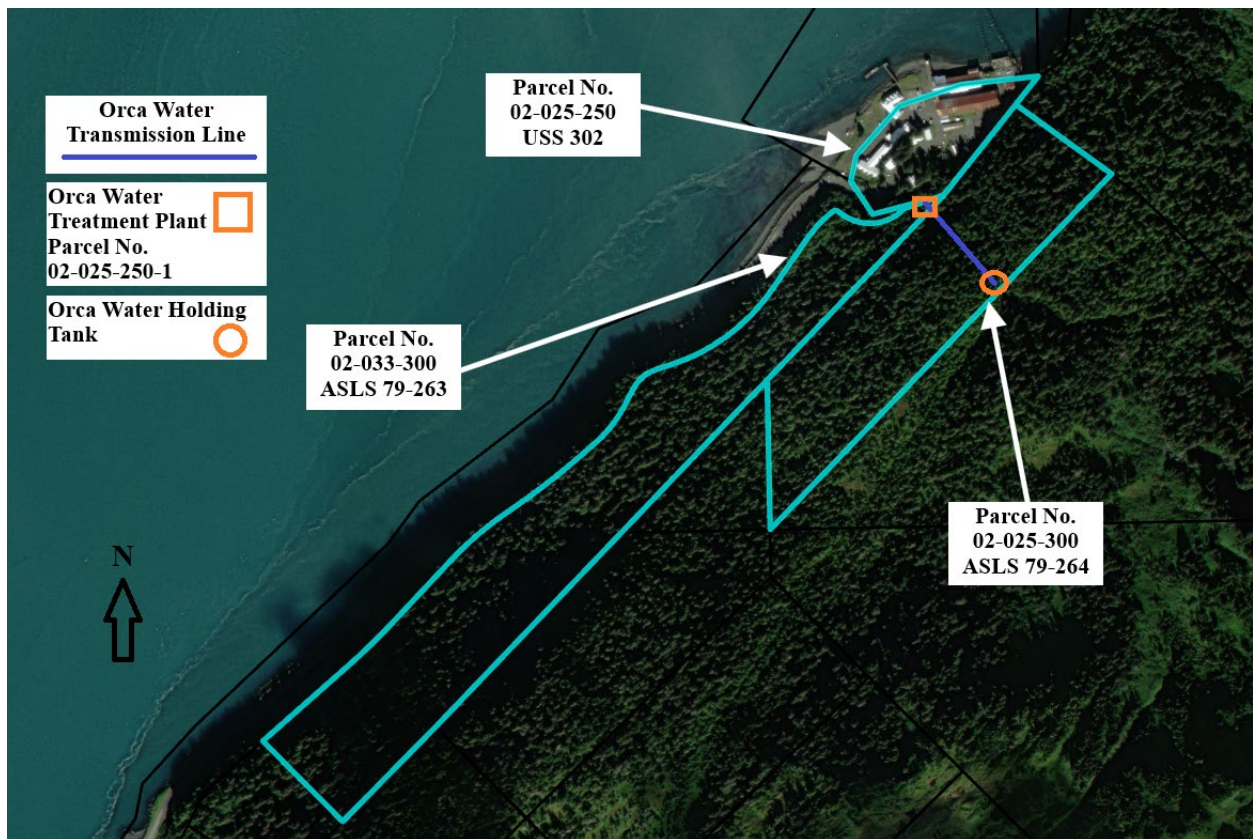


## EXHIBIT C

### Water Line Work

#### Background

The City of Cordova (the “City”) maintains a water transmission main that runs approximately 650-feet from the Orca Catchment down to the Orca Water Treatment Plant. This main provides water from Crater Lake, serving as a source of water for the community and the primary source for seafood processing facilities. A portion of the water transmission main is located on the Property, with the remainder situated on real property owned by the City which is known as Tax Parcel ID Number 02-025-300 and Tax Parcel ID Number 02-33-300, which are also known as ASLS 79-263 and ASLS 79-264, and which are depicted in the diagram below:



As part of the Shepard Point Road project, a new roadway alignment will cross a portion of the existing Orca transmission main. This requires reconstruction of approximately 325-feet of the main that falls within the project boundaries. However, this leaves an additional 325-foot section of the main located above the project area that would not otherwise be replaced.

Connecting the new infrastructure to an older section of transmission main presents significant long-term maintenance and reliability concerns. To address this, the city requested that Native

Village of Eyak (“NVE”) evaluate the feasibility and cost of replacing the full length of the transmission main from the catchment to the treatment plant. Following design and review, it was determined that the upper section alone would cost approximately \$950,000 to reconstruct.

Recognizing the importance of this infrastructure to the entire community, NVE has agreed to replace the full 650-foot transmission line, including the 325-foot upper section that lies outside their project responsibility area. In exchange, NVE requested that the City consider the value of this additional water main construction as payment for City owned property they are seeking to purchase. This parcel is needed to allow for an adjustment to realign the Shepard Point Rod with the area in which it will connect to New England Cannery Road.

The City and NVE have entered into a purchase agreement for the purchase and sale of the Real Property in exchange for NVE’s agreement to replace the Orca Transmission Water Main (the “Work”), the scope of which is set forth below, and which NVE has agreed to perform, at its sole cost and expense.

### **Scope of Work – Orca Creek Water Transmission Main Improvement and Relocation**

The Work consists of relocating and upgrading the City of Cordova’s existing water transmission main along the proposed Orca Road corridor. Construction activities extend from approximately **Station “W” 10+27.9 to Station “W” 16+36**, including tie-ins at each end, complete removal or abandonment of the existing 10-inch water main within the corridor, installation of a new **12-inch insulated HDPE water main**, anchorage systems, valves, bends, and associated appurtenances, which work is shown more particularly in the Site Drawings consisting of the following (which drawings are listed below and which remain subject to review and approval by the City of Cordova and any other applicable governmental or regulatory agency):

#### **1. Mobilization, Access, and Survey**

- Establish access to the work corridor as shown on the Water Main Relocation Work Area sheet.
- Perform construction staking for alignment, grade, bends, valves, and anchor locations.
- Identify and protect existing utilities indicated on plan sheets; locations are approximate and must be field-verified prior to excavation.

#### **2. Existing Waterline Isolation, Removal, and Abandonment**

- Isolate the existing **10-inch ductile iron and insulated PVC transmission main**.
- Remove all **above-grade** insulated pipe segments and supports.
- **Abandon in place** all buried existing main between **STA WL 10+30.6 and STA WL 13+28.9**, per notes.
- Protect portions of existing main that are to remain (near the WTP and near STA 16+36).

#### **3. Excavation, Bedding, and Trench Preparation**

- Excavate for placement of insulated HDPE main using “buried trench,” “shallow bury,” and “on-grade” sections depending on location (C2.01).
- Prepare bedding using **Class C granular bedding** compacted to 95% maximum density where required.
- In bedrock zones, cut to provide a uniform bearing surface and place shot rock envelope per details.
- Maintain a minimum of 6–12 inches bedding and cover thicknesses depending on detail type.

#### 4. Installation of New 12-Inch Insulated HDPE Water Transmission Main

- Install 12" SDR11 HDPE with integral insulated jacket and polyurethane core per detail (C2.01).
- Construct the main along the horizontal and vertical alignment shown in plan & profile sheets (C3.01–C3.06).
- Install pipe segments at specified grades ranging from approximately 0.4% to 75% (steep sections).
- Utilize allowable joint deflection ( $\leq 80\%$  of manufacturer’s recommendations).
- Install all bends, including **11.25°, 22.5°, 45° and 90° elbows**, each with pipe anchors when noted.
- Replace existing 10" insulated PVC with new 12" insulated HDPE between approximately STA “W” 10+30 and STA “W” 16+40.

#### 5. Anchorage Systems, Supports, and Restraint

- Install **pipe clamps, single and double rock anchors**, and improved area anchors per C2.03 and C2.04.
- Anchor systems include **1-inch and 2-inch HDG threaded rod rock anchors** embedded **6 feet minimum into bedrock**.
- Install concrete barrier sections and restraint systems where noted (C2.01).
- Provide insulation continuity at anchor points.

#### 6. Valves, Fittings, and Appurtenances

- Install gate valves and valve boxes at designated stations (e.g., STA  $\pm 16+00$ ).
- Construct valve box assemblies using Olympic Foundry Type C/E components per C2.02.
- Install reducers, restraining adapters, and transition fittings (e.g., 12"x10" reducers at tie-in points).
- Provide thrust blocks only where indicated; most restraint is provided by mechanical anchorage.

#### 7. Tie-Ins at Each End of the Project

- **STA “W” 10+00 end:**
  - Connect new HDPE main to existing DIP using restrained flange adapters and reducers.

- **STA “W” 16+36 end:**
  - Connect to existing 10" DIP utilizing a 10"x12" reducer and restrained flange adapter (C3.06).
- Coordinate shutdowns and final activation with the City of Cordova.

## **8. Backfilling, Surface Restoration, and Cleanup**

- Backfill trenches using excavated native material where approved; compact to 95% maximum density.
- Restore disturbed surfaces, including the WTP grounds and access routes, to pre-construction or better condition.
- Remove temporary work pads, waste material, and restore drainage patterns.

## **9. Testing, Disinfection, and Commissioning**

- Perform pressure testing, leakage testing, flushing, and ADEC-compliant disinfection.
- Coordinate bacteriological sampling with the City of Cordova.
- After acceptance, place the new 12-inch main in service and verify isolation of the abandoned line.

**10. Site Drawings for Work Related to Waterline Construction.** The waterline improvements included in the Work are shown in the Site Drawings set forth below, which are dated September 2025, and which are incorporated into the parties’ agreement for the completion of the Work, copies of which are appended to this Agreement as Addendum 1:

- Sheet G1.01 – Water System Abbreviations, General Notes, and Legend
- Sheet G2.01 – Overall Site Plan
- Sheet C1.01 – Water Main Relocation Work
- Sheet C2.01 – Typical Sections and Details
- Sheet C2.02 – Typical Sections and Details
- Sheet C2.03 – Typical Sections and Details
- C3.01 – Plan & Profile “W” STA 10+00 to STA 10+85
- C3.02 – Plan & Profile “W” STA 10+85 to STA 12+10
- C3.03 – Plan & Profile “W” STA 12+10 to STA 13+30
- C3.04 – Plan & Profile “W” STA 13+30 to STA 14+30
- C3.05 – Plan & Profile “W” STA 14+30 to STA 15+35
- C3.06 – Plan & Profile “W” STA 15+35 to STA 16+60
- Sheet 4.01 – Bridge Segment

**11. Specifications for Work.** The Work will be completed in accordance with the specifications annexed hereto as Addendum 2 at NVE’s sole cost and expense.

### **Addendum 1 to Exhibit C – Site Drawings**

[Page Left Intentionally Blank Site Drawing to Follow]



GENERAL UTILITY NOTES

- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE CONTRACT SPECIFICATIONS.
- EXISTING UTILITIES ARE SHOWN BASED ON A COMBINATION OF FIELD SURVEY AND RECORD INFORMATION. LOCATION AND DEPTHS SHOWN ARE APPROXIMATE. PROTECT IN PLACE AND WORK AROUND ALL EXISTING UTILITIES NOT SPECIFICALLY INDICATED TO BE RELOCATED.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL REQUIRED PERMITS.
- THE CONTRACTOR AGREES THAT, IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES AND THE GENERAL REQUIREMENTS, THE CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
- CONTRACTOR SHALL VERIFY ALL DIMENSIONS, AND LAYOUT PRIOR TO PROCEEDING WITH THE WORK. ANY DISCREPANCY IN THE PLANS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO PROCEEDING WITH THE WORK.

ABBREVIATIONS

BOP	BOTTOM OF PIPE
CL	CENTERLINE
CIP	CAST-IN-PLACE
CL	CLEAR
CONT'D	CONTINUED
CY	CUBIC YARD
Ø	DIAMETER
DIP	DUCTILE IRON PIPE
ELEV	ELEVATION
GV	GATE VALVE
HORZ	HORIZONTAL
LF	LINEAR FOOT
LT	LEFT
MAX	MAXIMUM
ME	MATCH EXISTING
MIN	MINIMUM
N	NORTH
RT	RIGHT
ROW	RIGHT-OF-WAY
STA	STATION
TB	THRUST BLOCK
TYP	TYPICAL
VB	VALVE BOX
VERT	VERTICAL
W/	WITH



VICINITY MAP  
N.T.S.

INDEX	
SHEET NO.	DESCRIPTION
G1.01	WATER SYSTEM ABBREVIATIONS, GENERAL NOTES, AND LEGEND
G2.01	OVERALL SITE PLAN
C1.01	WATER MAIN RELOCATION WORK AREA
C2.01	TYPICAL SECTIONS AND DETAILS
C2.02	TYPICAL SECTIONS AND DETAILS
C2.03	TYPICAL SECTIONS AND DETAILS
C3.01	PLAN & PROFILE "W" STA 10+00 TO STA 10+85
C3.02	PLAN & PROFILE "W" STA 10+85 TO STA 12+10
C3.03	PLAN & PROFILE "W" STA 12+10 TO STA 13+30
C3.04	PLAN & PROFILE "W" STA 13+30 TO STA 14+30
C3.05	PLAN & PROFILE "W" STA 14+30 TO STA 15+35
C3.06	PLAN & PROFILE "W" STA 15+35 TO STA 16+60
C4.01	BRIDGE SEGMENT

UTILITY LEGEND

	EXISTING	PROPOSED
WATER	— W —	— w —
SANITARY SEWER	— SS —	
FIRE HYDRANT	⊙	⊙
VALVE	⊗	⊗

WATER NOTES

- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION DRINKING WATER PROGRAM APPROVAL TO CONSTRUCT PERMIT.
- MAXIMUM DEFLECTION OF PIPE JOINT SHALL NOT EXCEED 80% OF THE MANUFACTURER'S RECOMMENDED DEFLECTION.
- ALL MATERIAL IN DIRECT CONTACT WITH DRINKING WATER SHALL CARRY AN NSF STANDARD 61, ANNEX G (LATEST EDITION) LISTING.

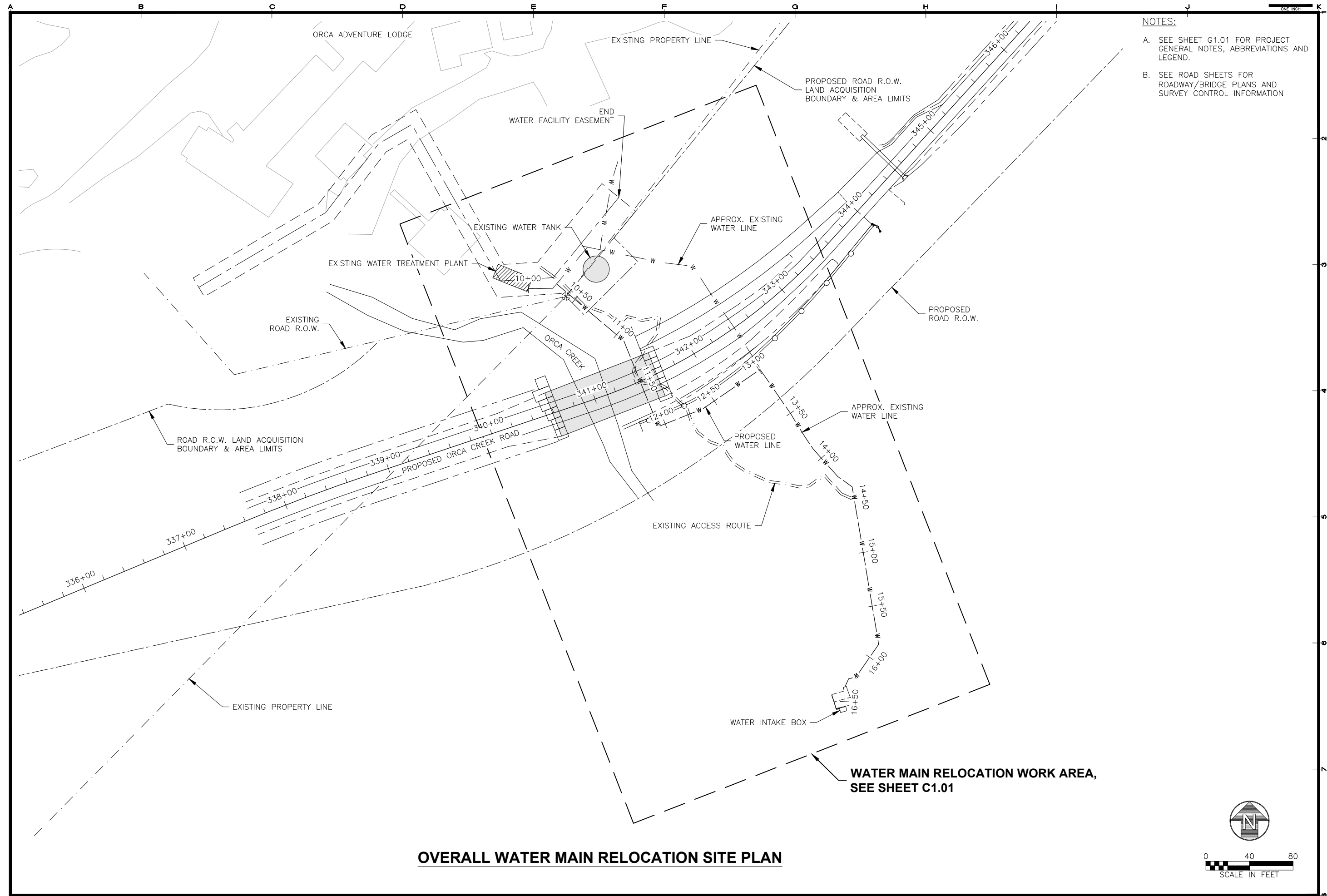
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NOT FOR  
CONSTRUCTION

**HDL** ENGINEERING  
Consultants LLC  
civil • geotechnical • surveying • environmental • material testing  
ANCHORAGE  
907.564.2120  
MAT-SU  
907.746.5230  
3335 Arctic Boulevard, Suite 100 Anchorage, AK 99503  
www.HDLalaska.com  
AECL861

ORCA CREEK WATER TRANSMISSION MAIN RELOCATION  
CITY OF CORDOVA  
CORDOVA, ALASKA

SHEET TITLE WATER SYSTEM ABBREVIATIONS, GENERAL NOTES, AND LEGEND	
SHEET G1.01	
DRAWN BY: JSE	CHECKED BY: LRK
DATE: SEP 2025	SCALE: AS SHOWN
JOB NUMBER: 23-008	



**OVERALL WATER MAIN RELOCATION SITE PLAN**

- NOTES:**
- A. SEE SHEET G1.01 FOR PROJECT GENERAL NOTES, ABBREVIATIONS AND LEGEND.
  - B. SEE ROAD SHEETS FOR ROADWAY/BRIDGE PLANS AND SURVEY CONTROL INFORMATION

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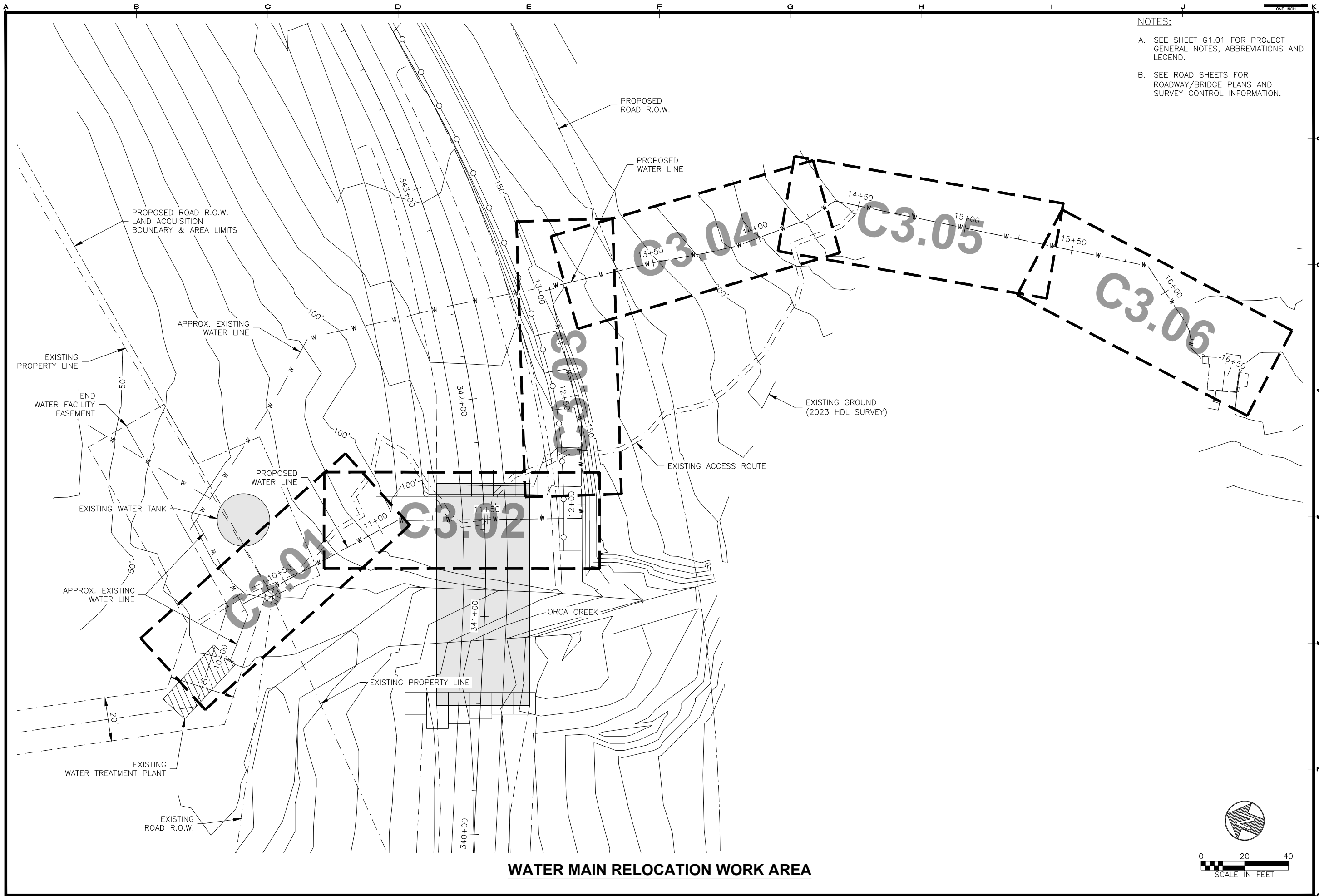
**HDL ENGINEERING Consultants, LLC**  
civil - geotechnical - surveying - environmental - material testing  
ANCHORAGE  
907.564.2120  
3335 Arctic Boulevard, Suite 100 Anchorage, AK 99503  
www.HDLalaska.com  
MAT-SU  
907.746.5230  
AECL861

ORCA CREEK WATER TRANSMISSION MAIN RELOCATION  
CITY OF CORDOVA  
CORDOVA, ALASKA

SHEET TITLE  
OVERALL SITE PLAN

SHEET  
G2.01

DRAWN BY: JSE	CHECKED BY: LRK
DATE: SEP 2025	SCALE: AS SHOWN
JOB NUMBER: 23-008	



- NOTES:
- A. SEE SHEET G1.01 FOR PROJECT GENERAL NOTES, ABBREVIATIONS AND LEGEND.
  - B. SEE ROAD SHEETS FOR ROADWAY/BRIDGE PLANS AND SURVEY CONTROL INFORMATION.

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**NOT FOR CONSTRUCTION**

**HDL ENGINEERING**  
Consultants LLC  
civil - geotechnical - surveying - environmental - material testing  
ANCHORAGE  
907.584.2120  
3335 Arctic Boulevard, Suite 100 Anchorage, AK 99503  
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AECL861

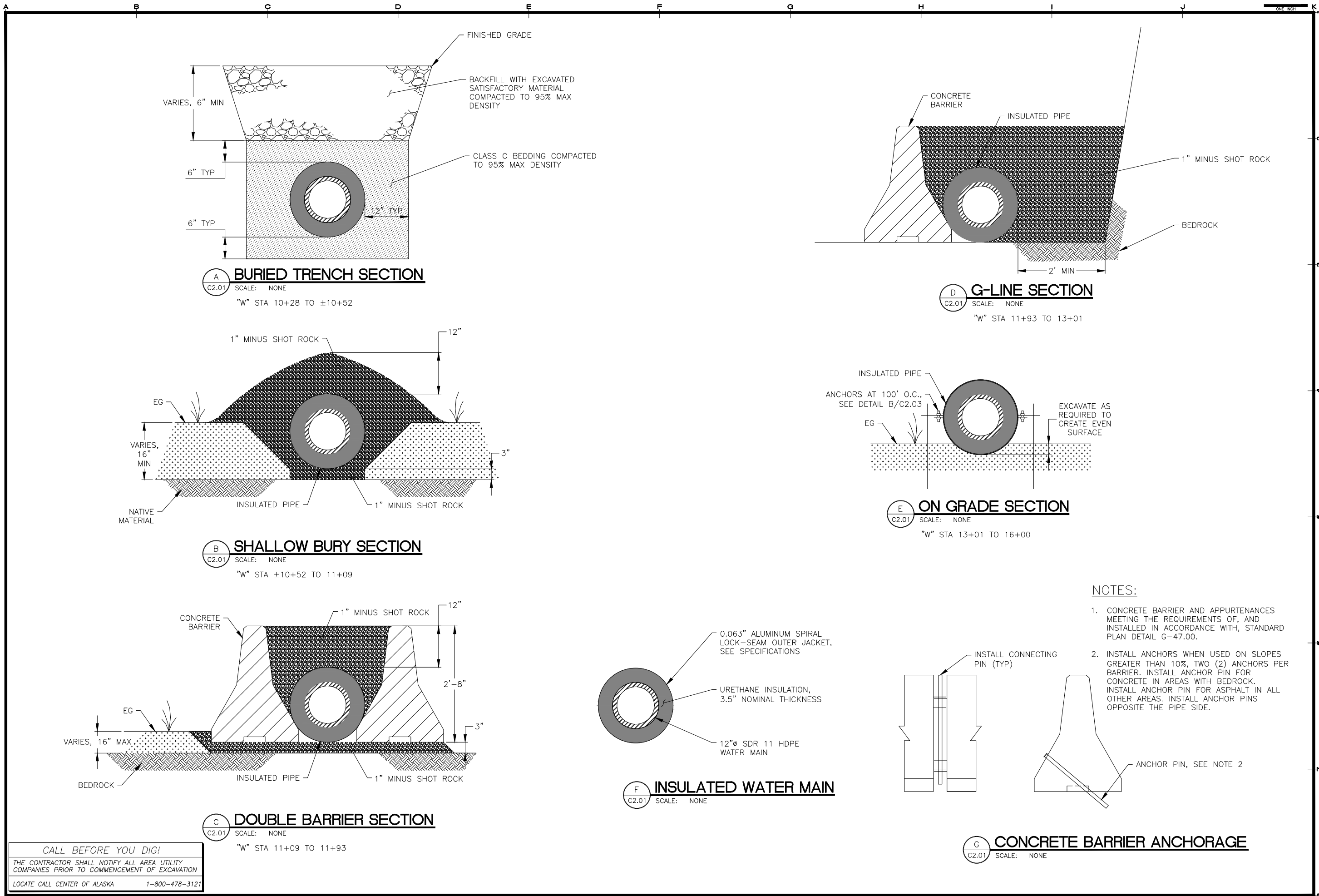
ORCA CREEK WATER TRANSMISSION MAIN RELOCATION  
CITY OF CORDOVA  
CORDOVA, ALASKA

SHEET TITLE  
WATER MAIN  
RELOCATION  
WORK AREA

SHEET  
C1.01

DRAWN BY: JSE  
CHECKED BY: LRK  
DATE: SEP 2025  
JOB NUMBER: 23-008

SCALE: AS SHOWN



REVISIONS	DATE	DESCRIPTION
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**ENGINEERING**  
Consultants LLC

NOT FOR CONSTRUCTION

civil - geotechnical - surveying - environmental - material testing

ANCHORAGE

907.564.2120

3335 Arctic Boulevard, Suite 100 Anchorage, AK 99503

www.HDLalaska.com

MAT-SU

907.746.5230

907.746.5230

AECL861

ORCA CREEK WATER TRANSMISSION MAIN RELOCATION

CITY OF CORDOVA

CORDOVA, ALASKA

SHEET TITLE  
TYPICAL SECTIONS AND DETAILS

SHEET  
C2.01

DRAWN BY:  
LRK

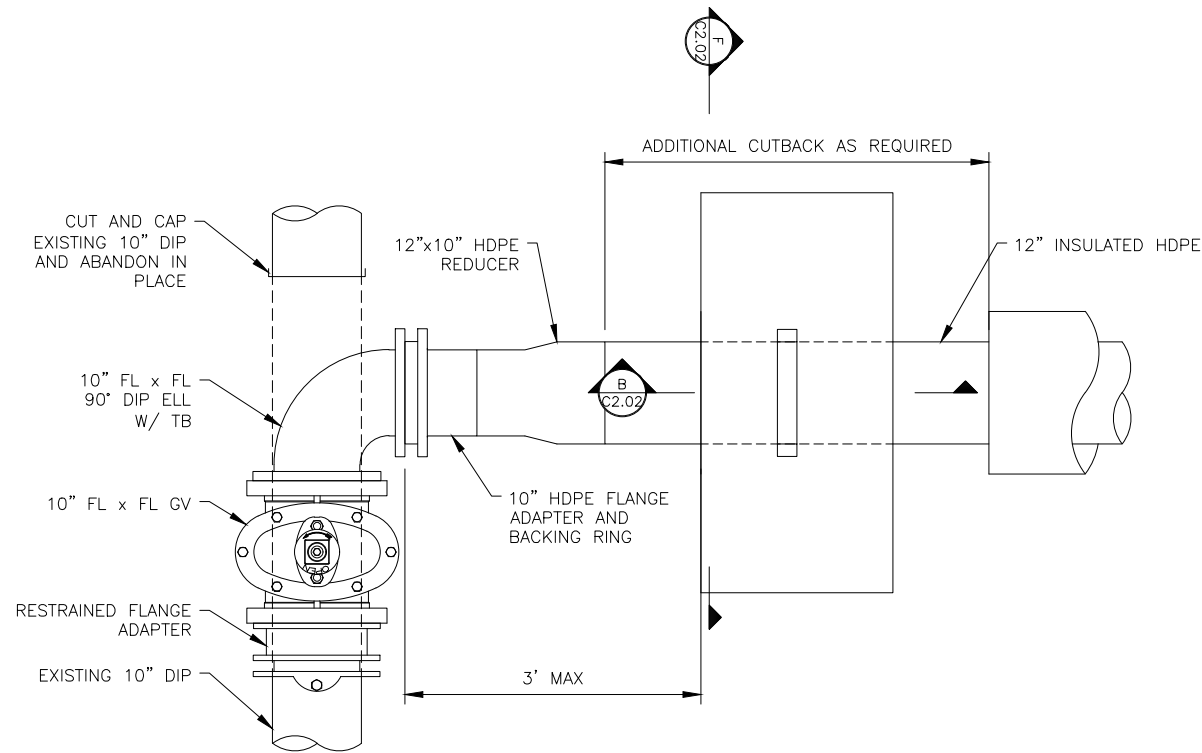
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CJB

DATE:  
SEP 2025

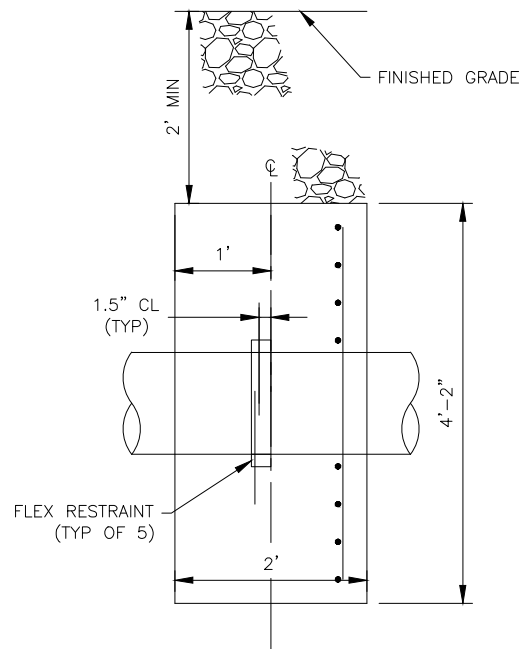
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JOB NUMBER:  
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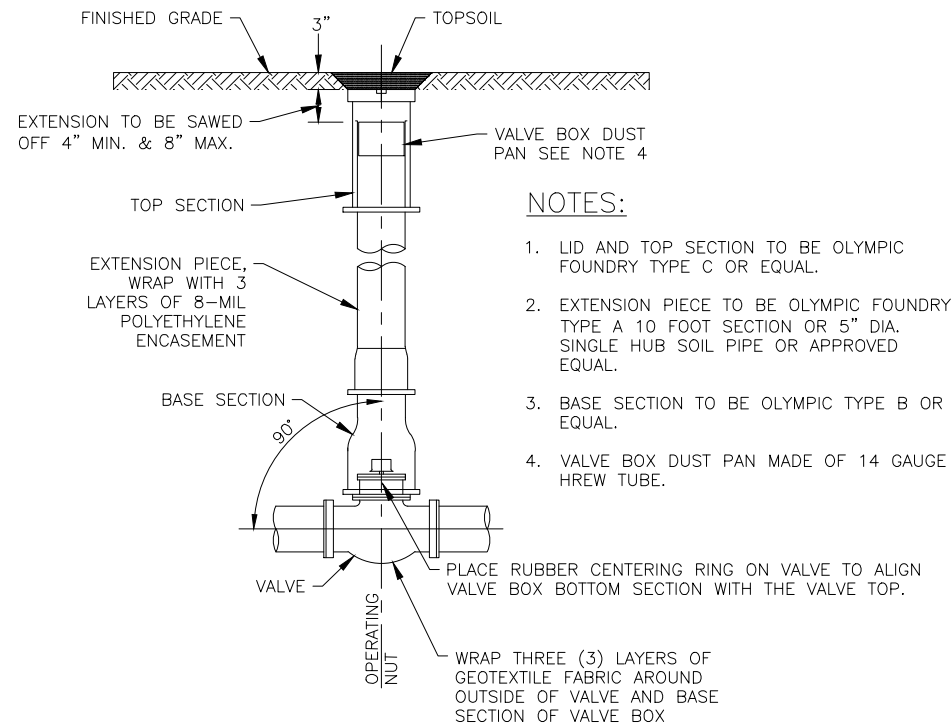




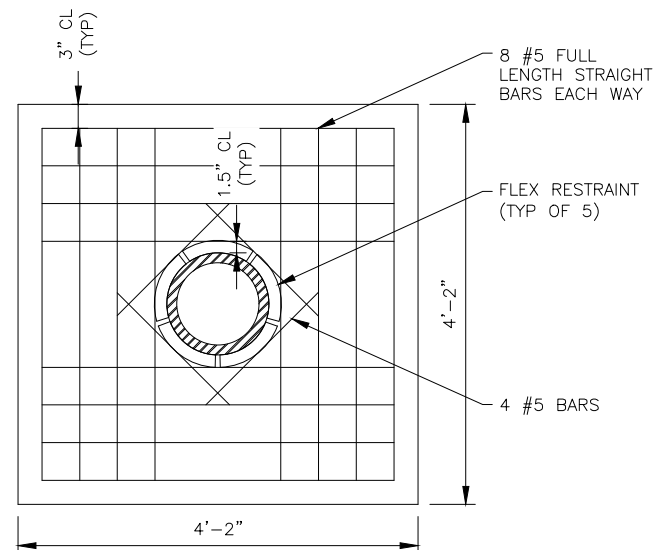
**A CONNECTION AT "W" 10+27.9 PLAN**  
C2.02 SCALE: NONE



**B CONCRETE END ANCHOR SECTION**  
C2.02 SCALE: NONE



**A VALVE BOX**  
C2.03 SCALE: NONE



**F CONCRETE END ANCHOR REINFORCEMENT DETAIL**  
C2.02 SCALE: NONE

REVISIONS	MARK	DATE	DESCRIPTION
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3335 Arctic Boulevard, Suite 100 Anchorage, AK 99503  
www.HDLalaska.com  
MAT-SU  
907.746.5230

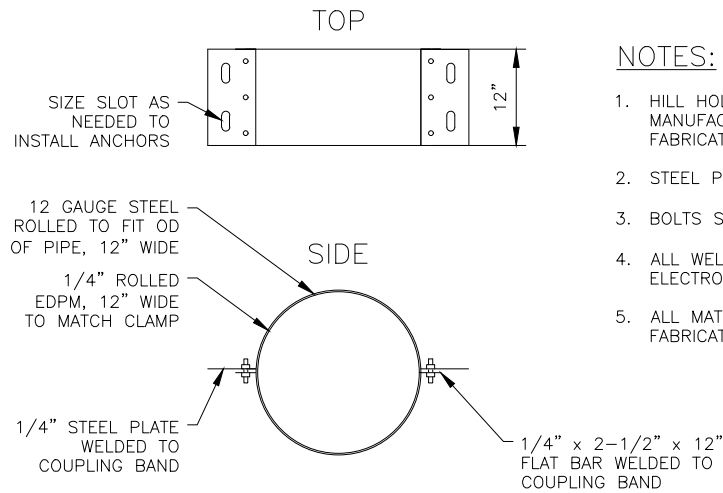
ORCA CREEK WATER TRANSMISSION MAIN RELOCATION  
CITY OF CORDOVA  
CORDOVA, ALASKA

SHEET TITLE  
TYPICAL SECTIONS AND DETAILS

SHEET  
C2.02

DRAWN BY: LRK  
CHECKED BY: CJB  
DATE: SEP 2025  
SCALE: AS SHOWN  
JOB NUMBER: 23-008

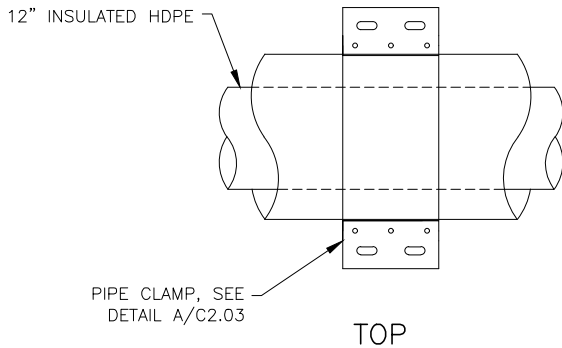
CALL BEFORE YOU DIG!  
THE CONTRACTOR SHALL NOTIFY ALL AREA UTILITY COMPANIES PRIOR TO COMMENCEMENT OF EXCAVATION  
LOCATE CALL CENTER OF ALASKA 1-800-478-3121



NOTES:

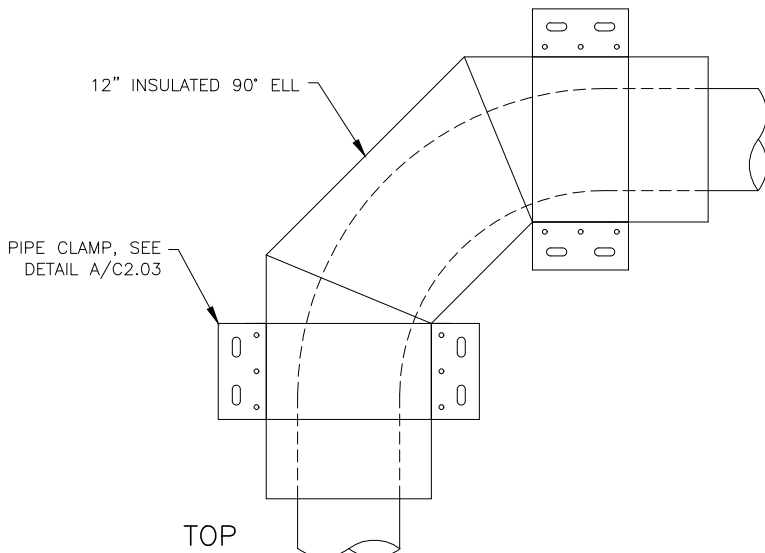
1. HILL HOLDER PIPE ANCHOR CLAMP AS MANUFACTURED BY ATWOOD FABRICATING OR APPROVED EQUAL.
2. STEEL PLATES SHALL BE ASTM A 36.
3. BOLTS SHALL BE 1/2", ASTM A307.
4. ALL WELDS 3/16", MIN 70 KSI ELECTRODES.
5. ALL MATERIAL SHALL BE HDG AFTER FABRICATION PER ASTM A 123.

**A PIPE CLAMP - IMPROVED AREAS**  
C2.03 SCALE: NONE



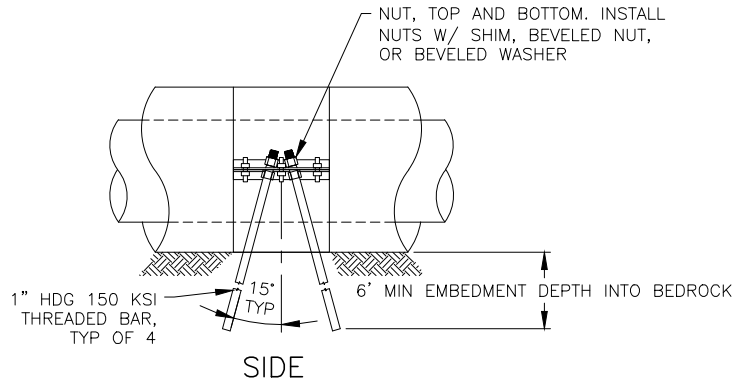
**B SINGLE ANCHOR**  
C2.03 SCALE: NONE

"W" STA 11+09 "W" STA 14+00  
"W" STA 12+36 "W" STA 15+00

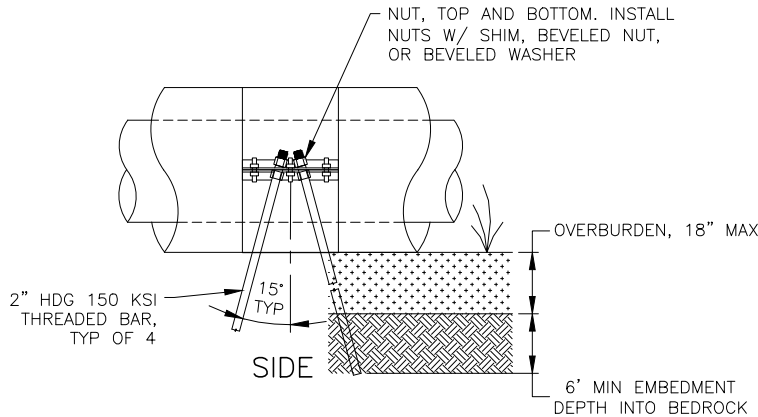


**C DOUBLE ANCHOR**  
C2.03 SCALE: NONE

"W" STA 11+93.4  
"W" STA 13+01.1



**D 1-INCH ANCHOR ROD DETAIL**  
C2.03 SCALE: NONE



**E 2-INCH ANCHOR ROD DETAIL**  
C2.03 SCALE: NONE

CALL BEFORE YOU DIG!	
THE CONTRACTOR SHALL NOTIFY ALL AREA UTILITY COMPANIES PRIOR TO COMMENCEMENT OF EXCAVATION	
LOCATE CALL CENTER OF ALASKA	1-800-478-3121

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CORDOVA, ALASKA

SHEET TITLE  
TYPICAL SECTIONS  
AND DETAILS

SHEET  
C2.03

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LRK

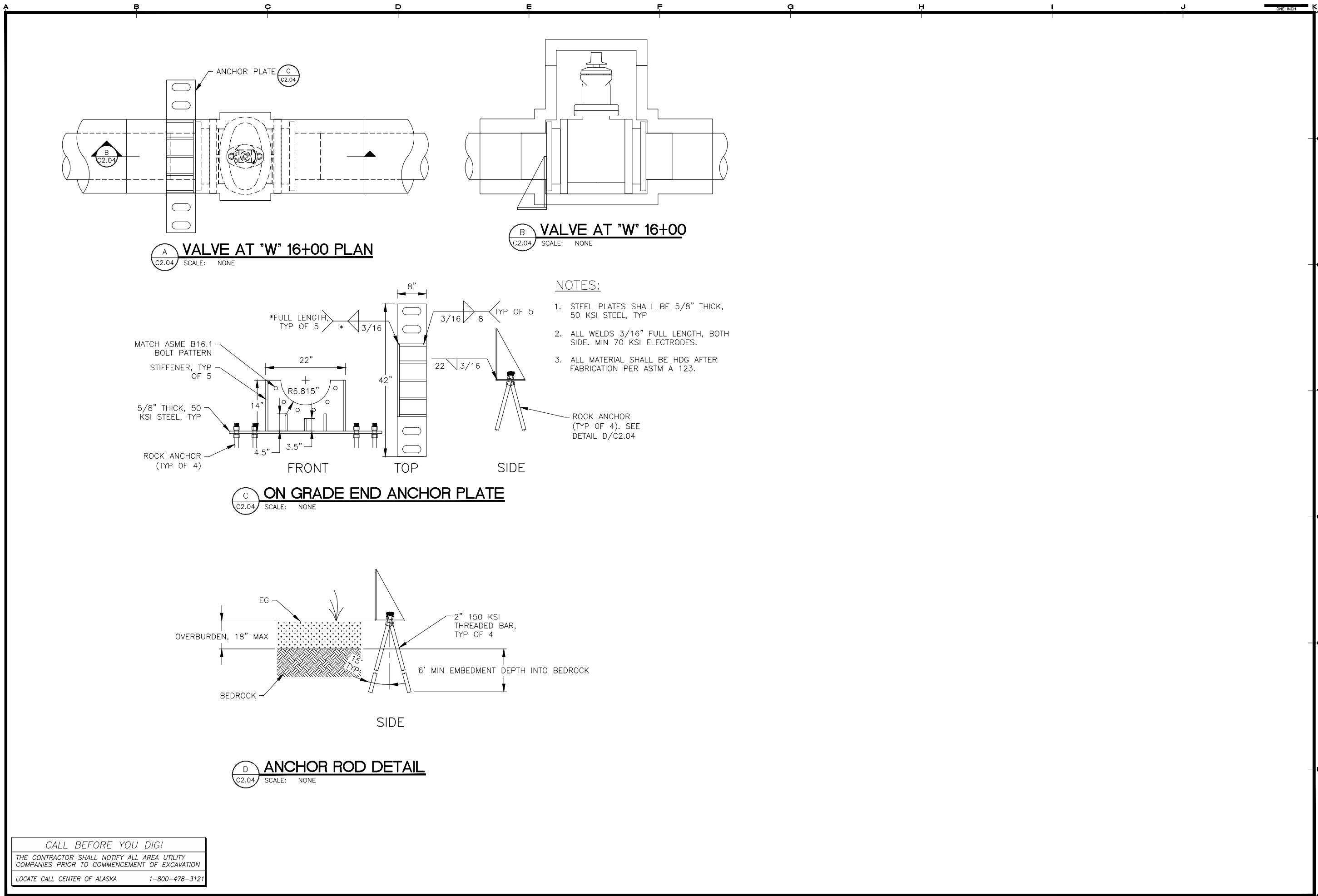
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CJB

DATE:  
SEP 2025

SCALE:  
AS SHOWN

JOB NUMBER:  
23-008





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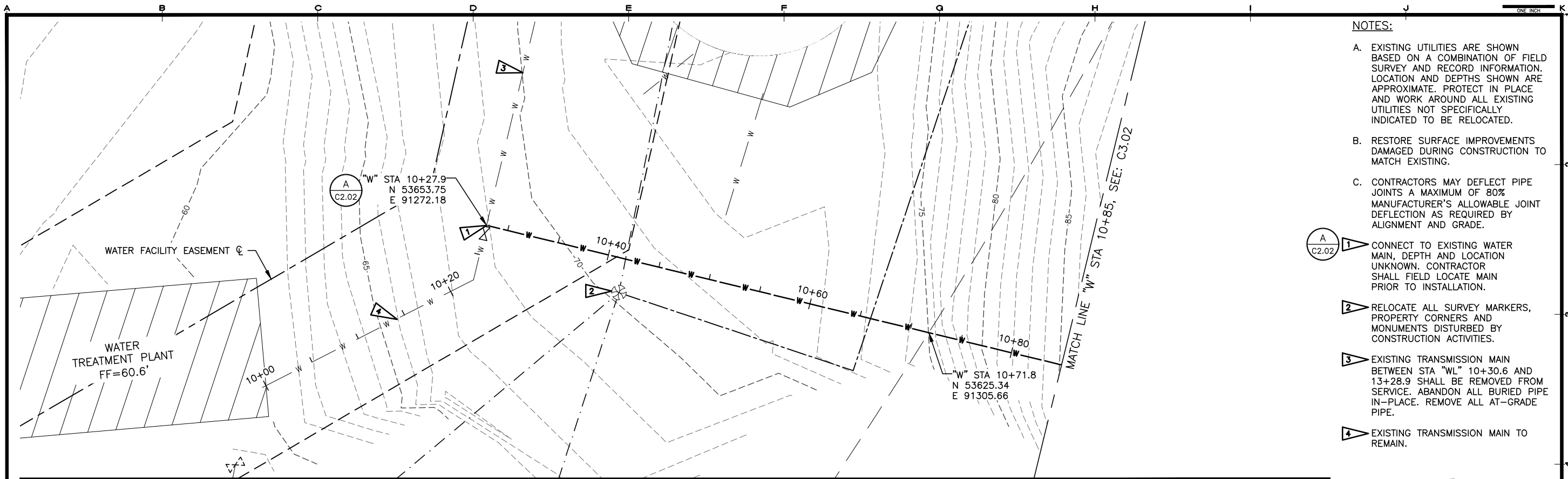
AECL861

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SHEET TITLE	
TYPICAL SECTIONS AND DETAILS	
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C2.04	
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LRK	CJB
DATE:	SCALE:
SEP 2025	AS SHOWN
JOB NUMBER:	
23-008	



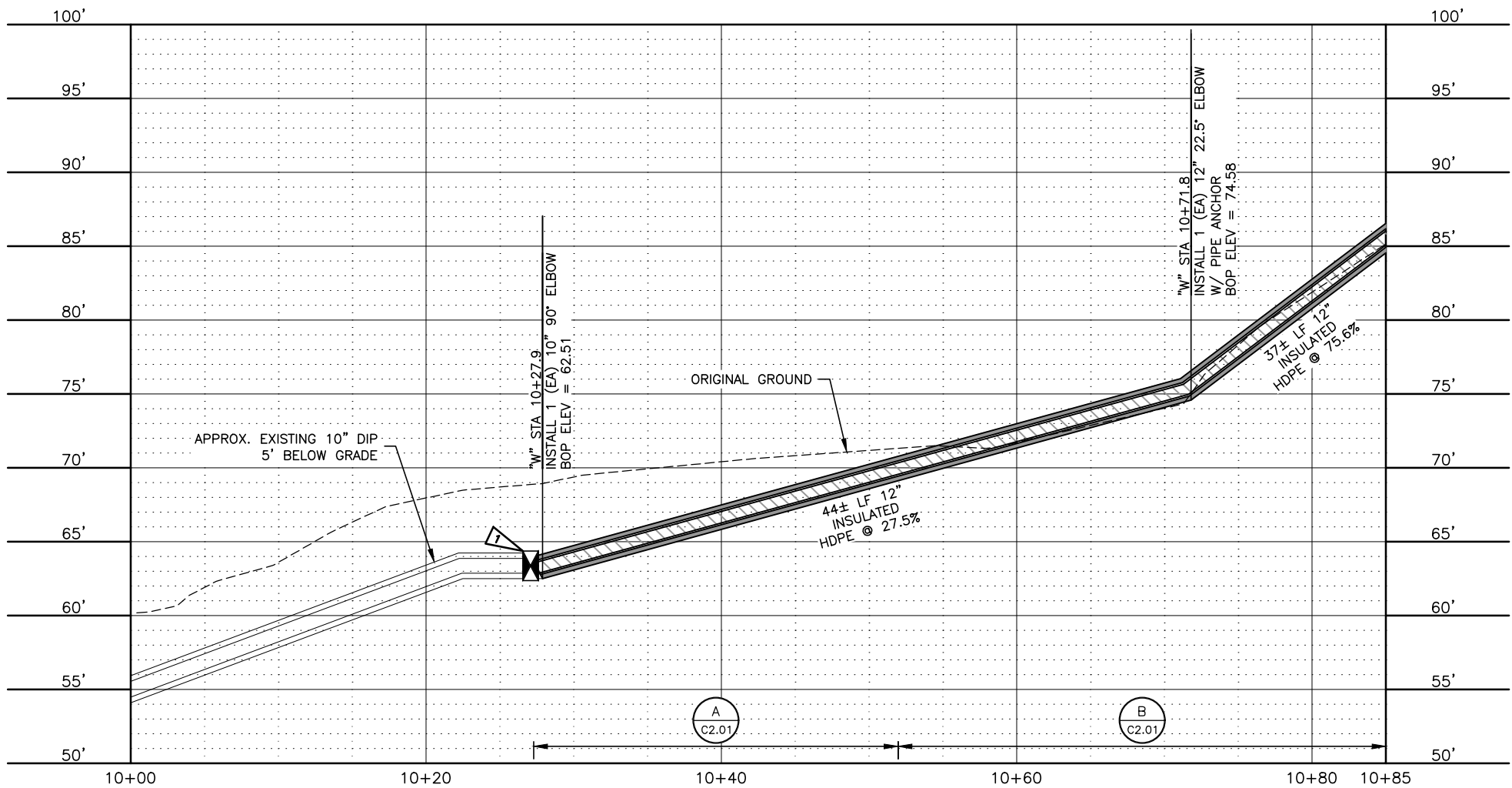
NOTES:

- EXISTING UTILITIES ARE SHOWN BASED ON A COMBINATION OF FIELD SURVEY AND RECORD INFORMATION. LOCATION AND DEPTHS SHOWN ARE APPROXIMATE. PROTECT IN PLACE AND WORK AROUND ALL EXISTING UTILITIES NOT SPECIFICALLY INDICATED TO BE RELOCATED.
- RESTORE SURFACE IMPROVEMENTS DAMAGED DURING CONSTRUCTION TO MATCH EXISTING.
- CONTRACTORS MAY DEFLECT PIPE JOINTS A MAXIMUM OF 80% MANUFACTURER'S ALLOWABLE JOINT DEFLECTION AS REQUIRED BY ALIGNMENT AND GRADE.

- CONNECT TO EXISTING WATER MAIN, DEPTH AND LOCATION UNKNOWN. CONTRACTOR SHALL FIELD LOCATE MAIN PRIOR TO INSTALLATION.
- RELOCATE ALL SURVEY MARKERS, PROPERTY CORNERS AND MONUMENTS DISTURBED BY CONSTRUCTION ACTIVITIES.
- EXISTING TRANSMISSION MAIN BETWEEN STA "WL" 10+30.6 AND 13+28.9 SHALL BE REMOVED FROM SERVICE. ABANDON ALL BURIED PIPE IN-PLACE. REMOVE ALL AT-GRADE PIPE.
- EXISTING TRANSMISSION MAIN TO REMAIN.



0 5 10  
SCALE IN FEET  
VERTICAL SCALE: 1" = 5'



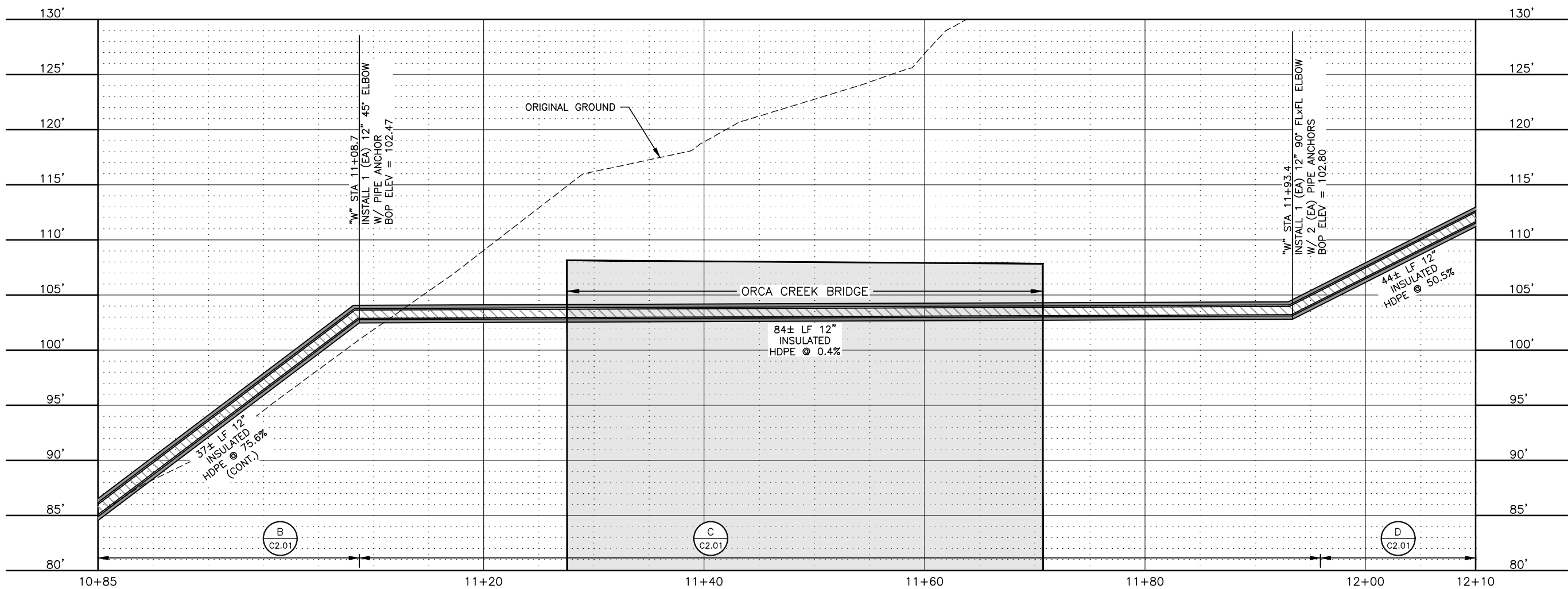
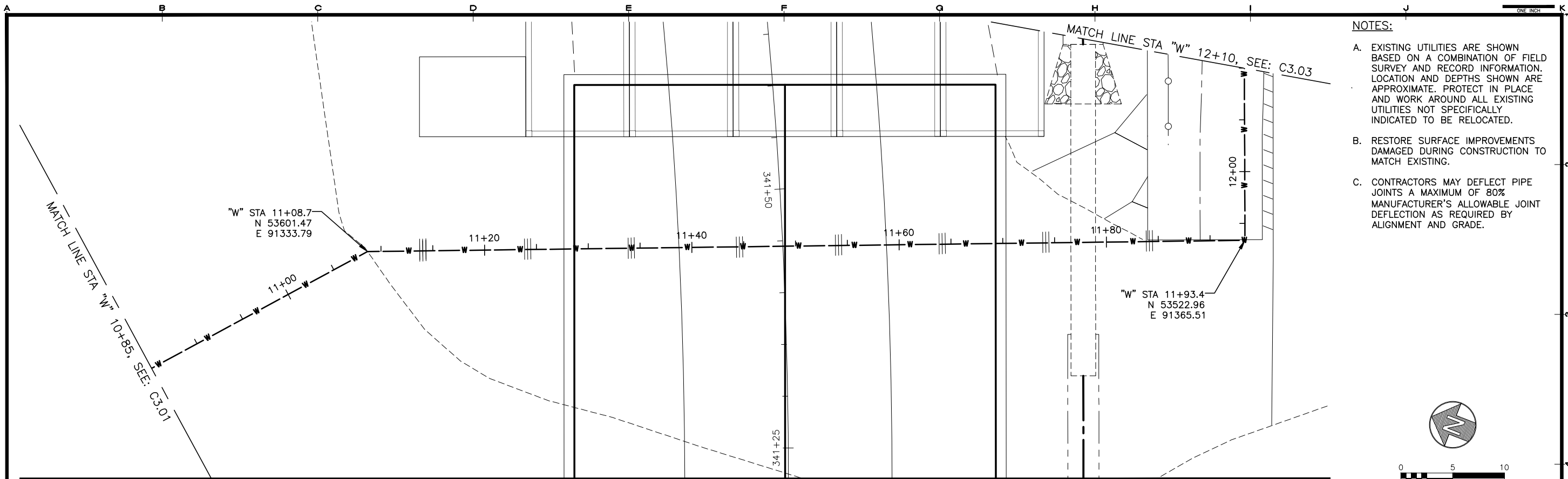
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SHEET TITLE PLAN & PROFILE "WL" STA 10+00 TO STA 10+85	
SHEET C3.01	
DRAWN BY: JSE	CHECKED BY: LRK
DATE: SEP 2025	SCALE: AS SHOWN
JOB NUMBER: 23-008	



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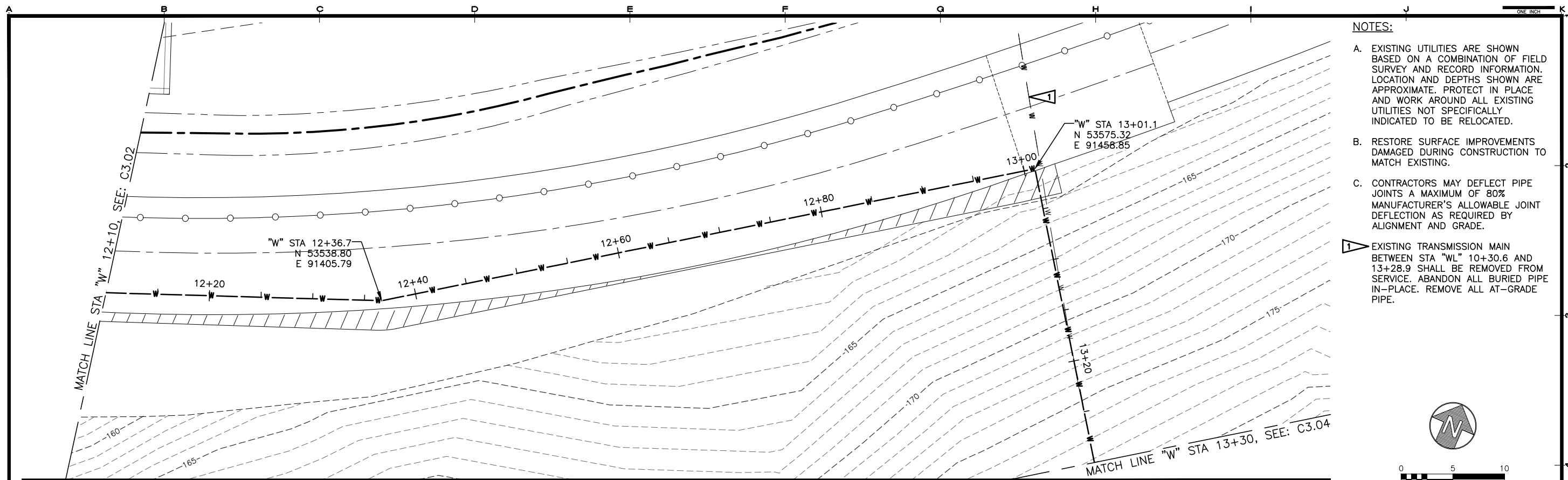
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PLAN & PROFILE  
"WL" STA 10+85  
TO  
STA 12+10

SHEET  
C3.02

DRAWN BY: JSE  
CHECKED BY: LRK

DATE: SEP 2025  
SCALE: AS SHOWN

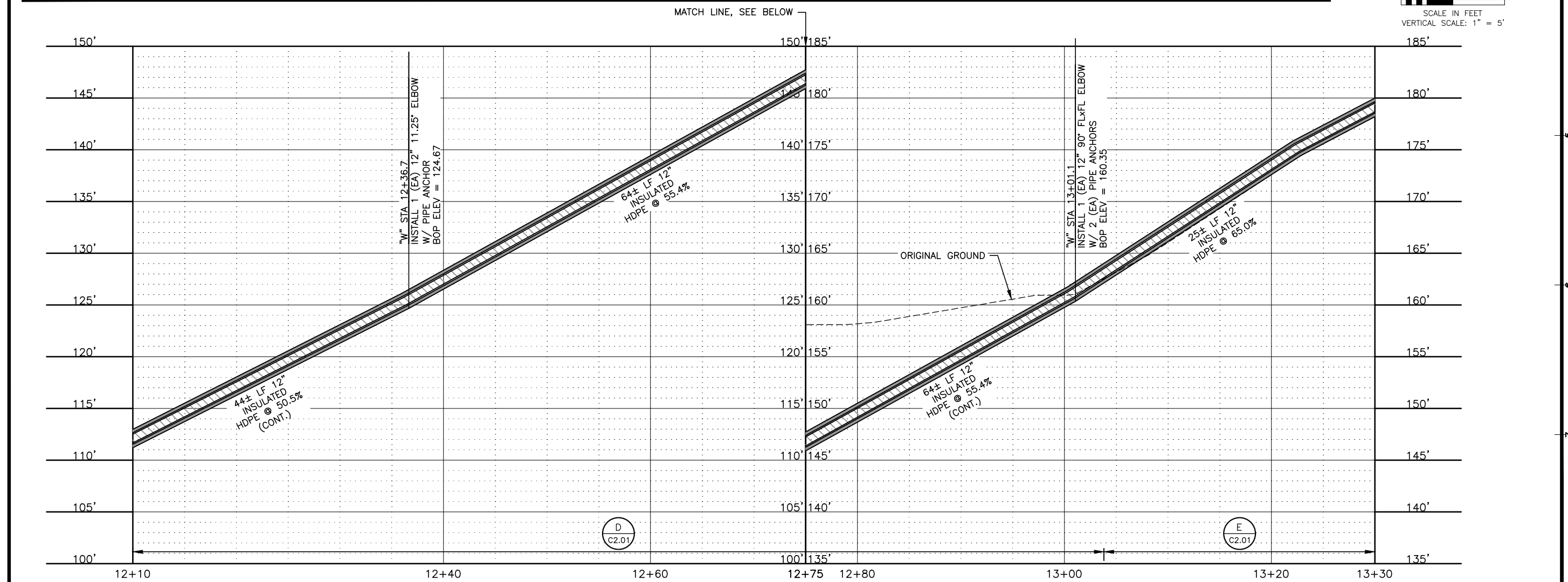
JOB NUMBER: 23-008



NOTES:

- A. EXISTING UTILITIES ARE SHOWN BASED ON A COMBINATION OF FIELD SURVEY AND RECORD INFORMATION. LOCATION AND DEPTHS SHOWN ARE APPROXIMATE. PROTECT IN PLACE AND WORK AROUND ALL EXISTING UTILITIES NOT SPECIFICALLY INDICATED TO BE RELOCATED.
  - B. RESTORE SURFACE IMPROVEMENTS DAMAGED DURING CONSTRUCTION TO MATCH EXISTING.
  - C. CONTRACTORS MAY DEFLECT PIPE JOINTS A MAXIMUM OF 80% MANUFACTURER'S ALLOWABLE JOINT DEFLECTION AS REQUIRED BY ALIGNMENT AND GRADE.
- EXISTING TRANSMISSION MAIN BETWEEN STA "WL" 10+30.6 AND 13+28.9 SHALL BE REMOVED FROM SERVICE. ABANDON ALL BURIED PIPE IN-PLACE. REMOVE ALL AT-GRADE PIPE.

SCALE IN FEET  
VERTICAL SCALE: 1" = 5'



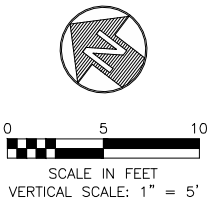
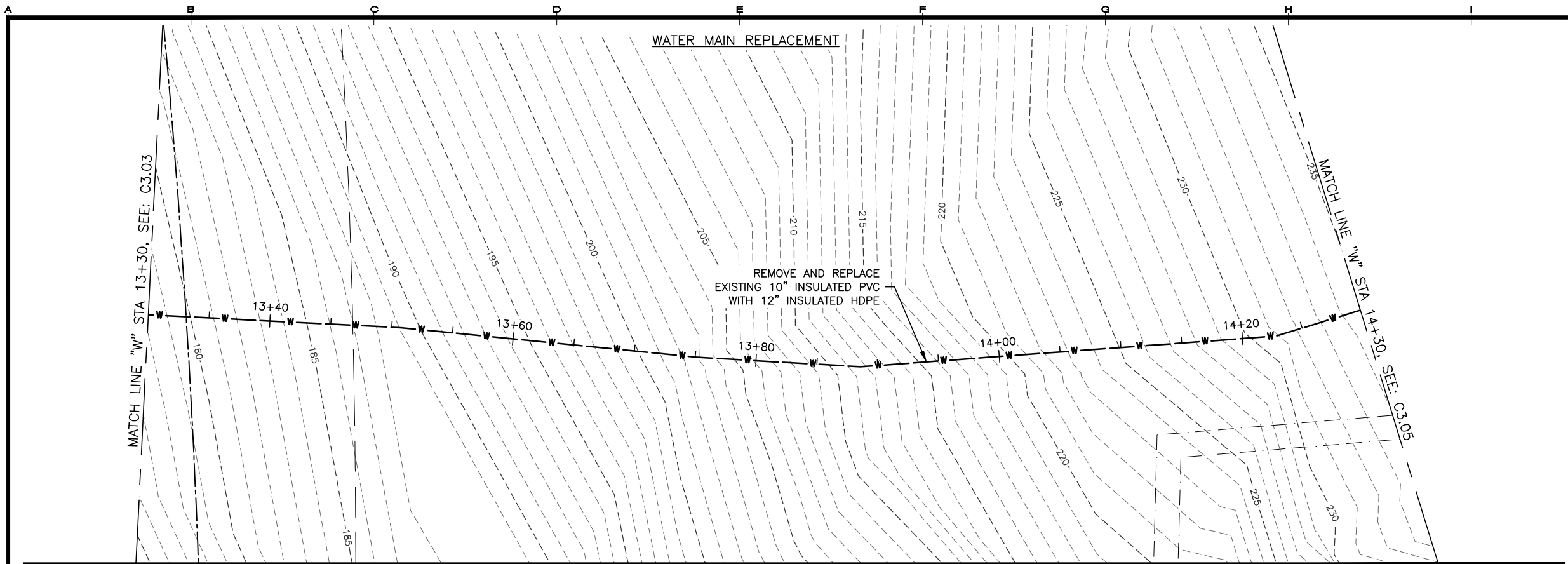
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SHEET TITLE	PLAN & PROFILE
TO	"WL" STA 12+10
FROM	STA 13+30
SHEET	C3.03
DRAWN BY	JSE
CHECKED BY	LRK
DATE	SEP 2025
SCALE	AS SHOWN
JOB NUMBER	23-008



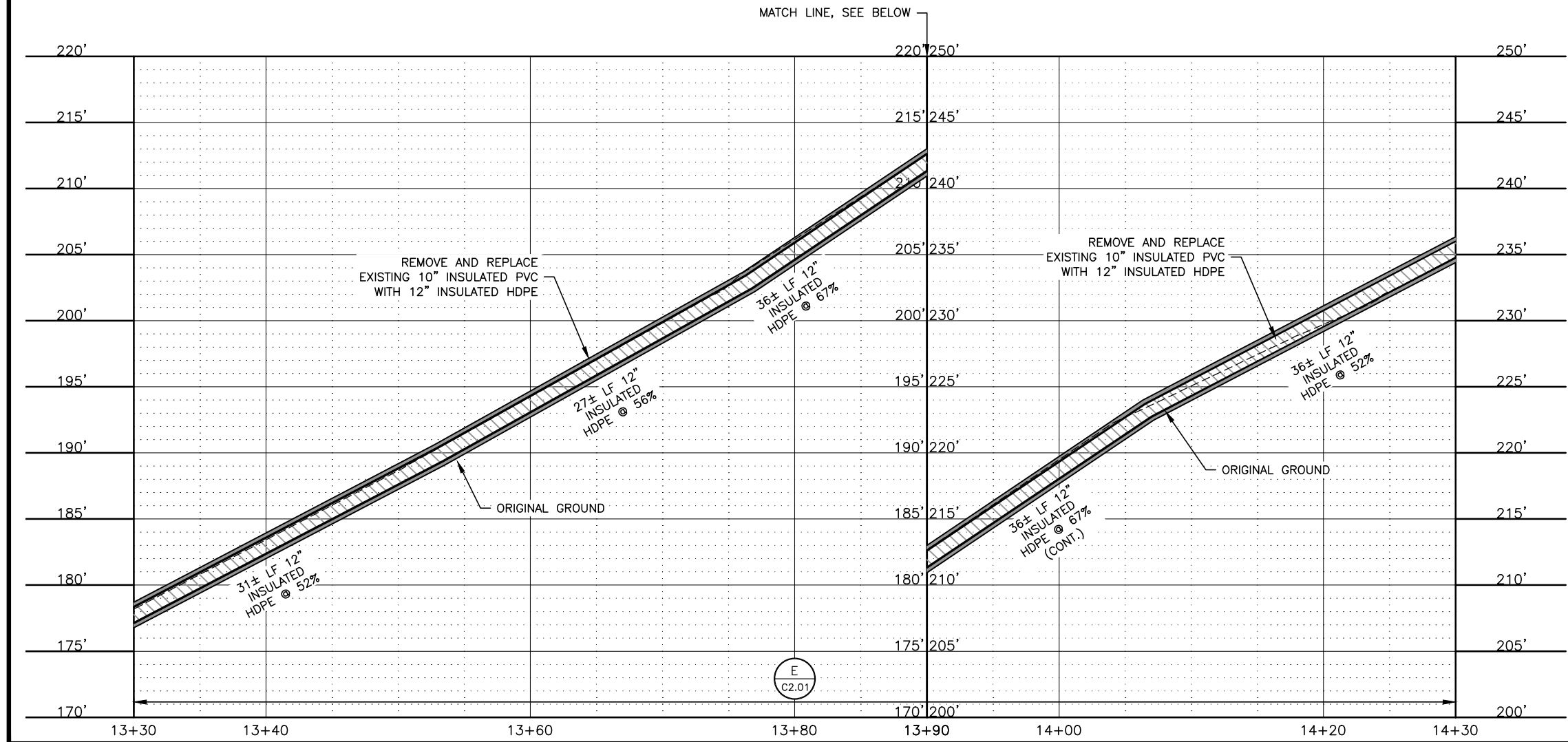
NOTES:

- A. EXISTING UTILITIES ARE SHOWN BASED ON A COMBINATION OF FIELD SURVEY AND RECORD INFORMATION. LOCATION AND DEPTHS SHOWN ARE APPROXIMATE. PROTECT IN PLACE AND WORK AROUND ALL EXISTING UTILITIES NOT SPECIFICALLY INDICATED TO BE RELOCATED.
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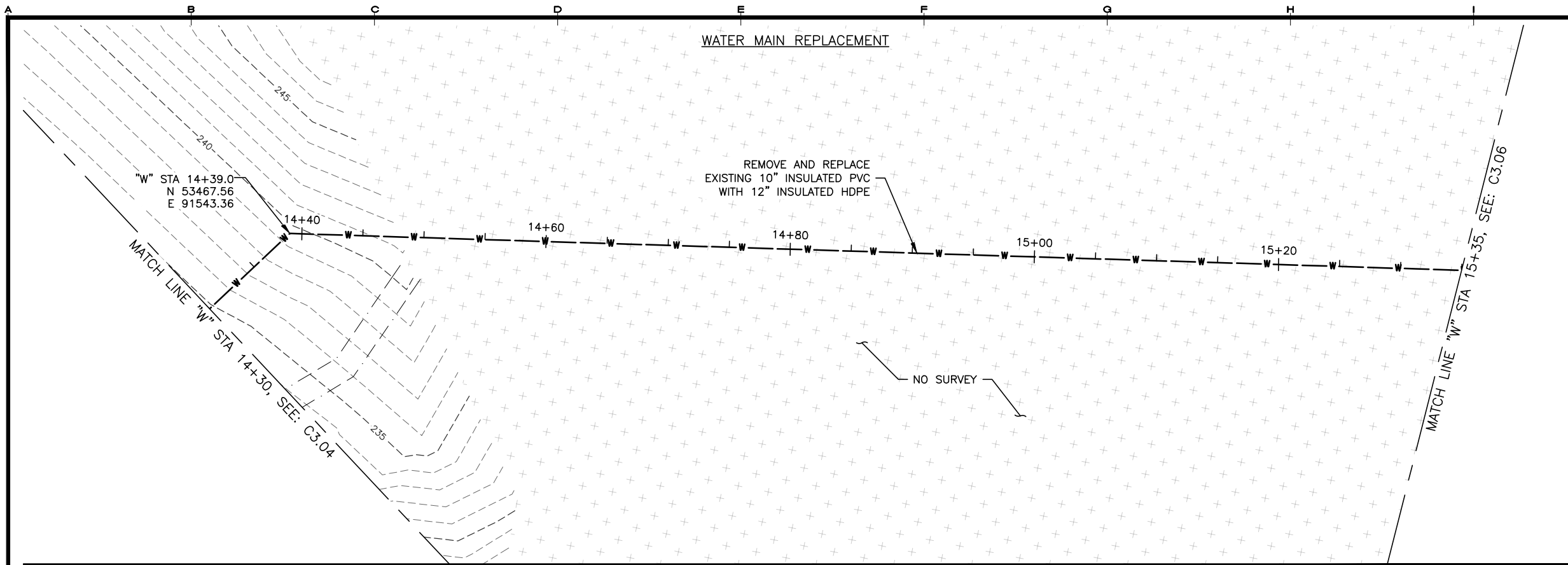
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SHEET TITLE	
PLAN & PROFILE "WU" STA 50+00 TO STA 51+05	
SHEET	
C3.04	
DRAWN BY: JSE	CHECKED BY: LRK
DATE: SEP 2025	SCALE: AS SHOWN
JOB NUMBER: 23-008	

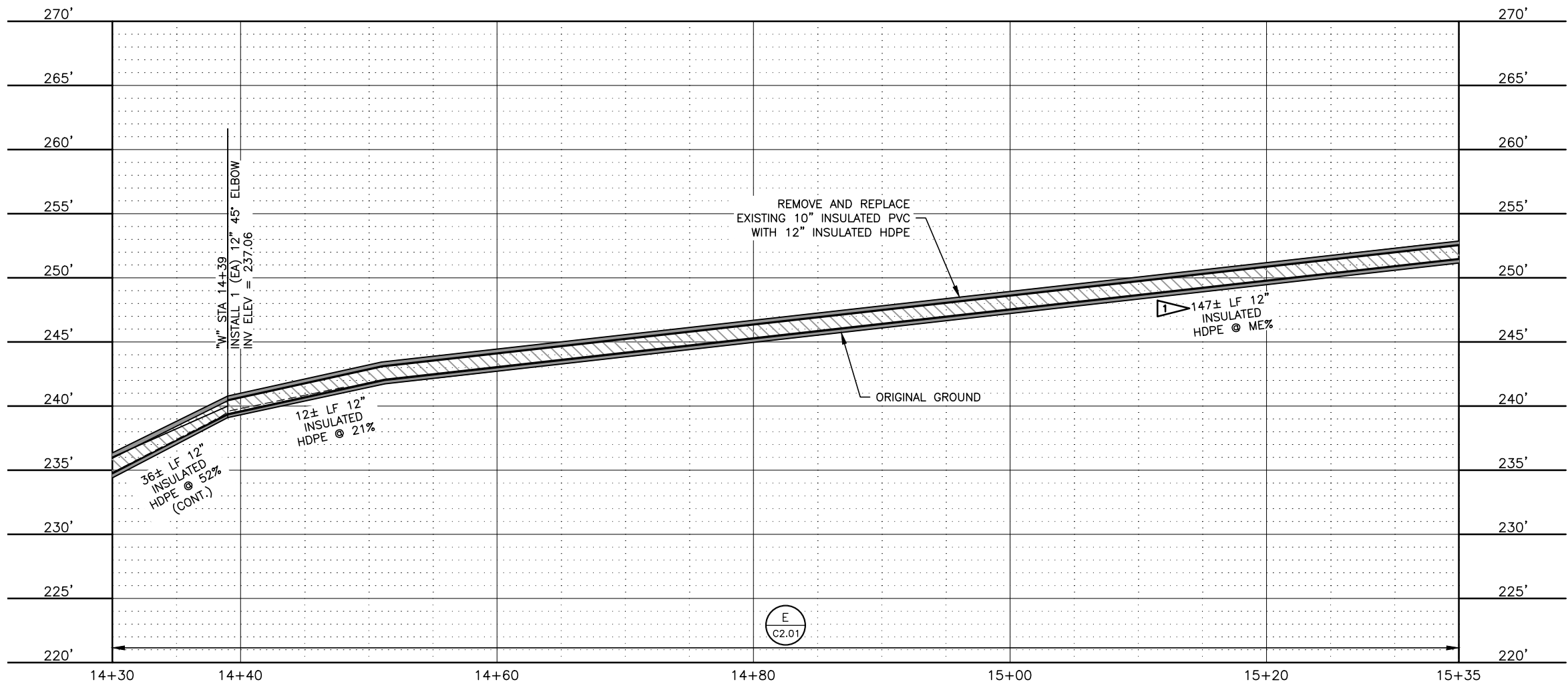
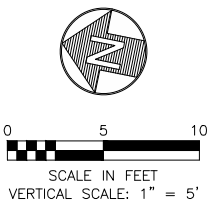




NOTES:

- A. EXISTING UTILITIES ARE SHOWN BASED ON A COMBINATION OF FIELD SURVEY AND RECORD INFORMATION. LOCATION AND DEPTHS SHOWN ARE APPROXIMATE. PROTECT IN PLACE AND WORK AROUND ALL EXISTING UTILITIES NOT SPECIFICALLY INDICATED TO BE RELOCATED.
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- C. CONTRACTORS MAY DEFLECT PIPE JOINTS A MAXIMUM OF 80% MANUFACTURER'S ALLOWABLE JOINT DEFLECTION AS REQUIRED BY ALIGNMENT AND GRADE.

FIELD VERIFY LENGTH



REVISIONS	MARK	DATE	DESCRIPTION				
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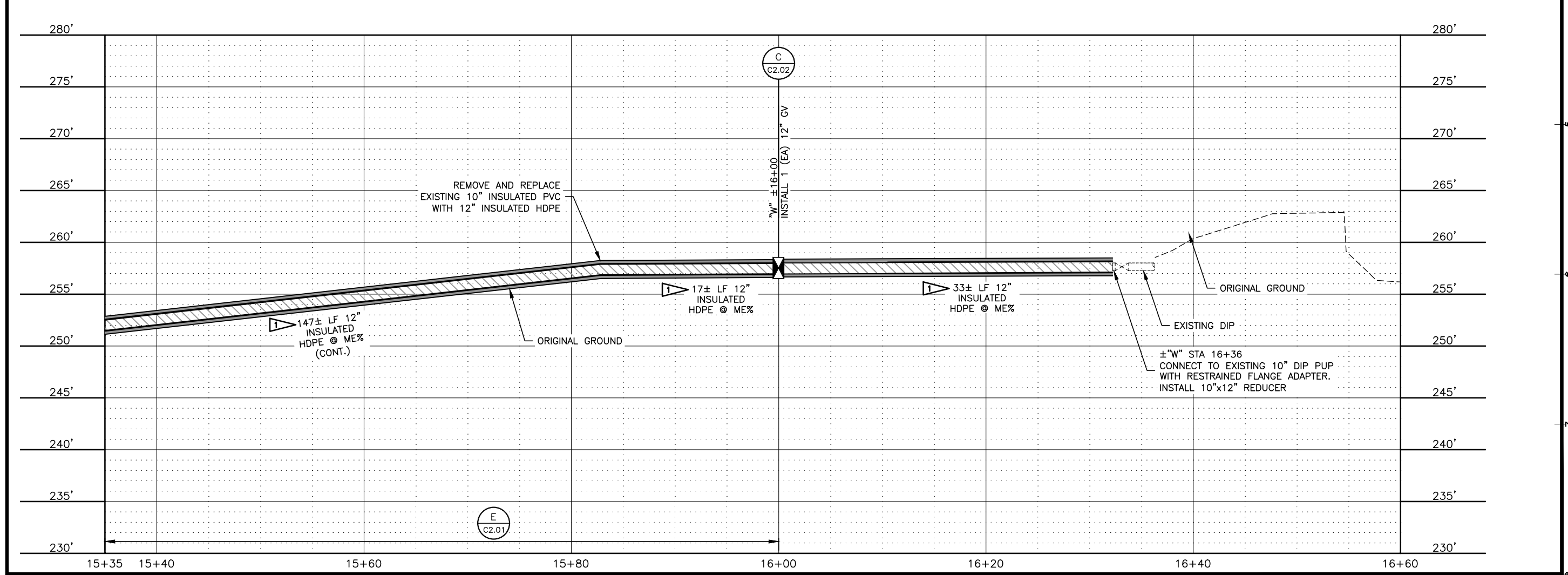
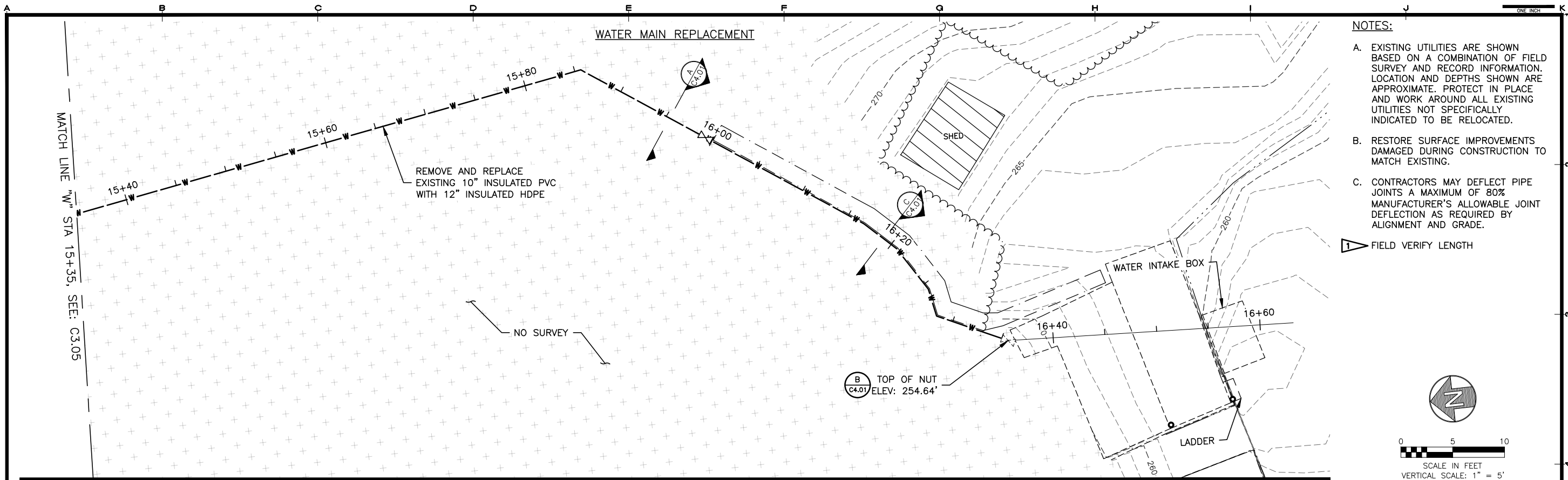
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SHEET TITLE	
PLAN & PROFILE "WU" STA 51+05 TO STA 52+15	
SHEET	
C3.05	
DRAWN BY: JSE	CHECKED BY: LRK
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SHEET TITLE  
PLAN & PROFILE  
"WU" STA 52+15  
TO  
STA 53+35

SHEET  
C3.06

DRAWN BY: JSE  
CHECKED BY: LRK

DATE: SEP 2025  
SCALE: AS SHOWN

JOB NUMBER: 23-008





REPLACE EXISTING  
ANCHORS IN-KIND,  
TYP

A  
C4.01

BRIDGE SEGMENT PHOTO

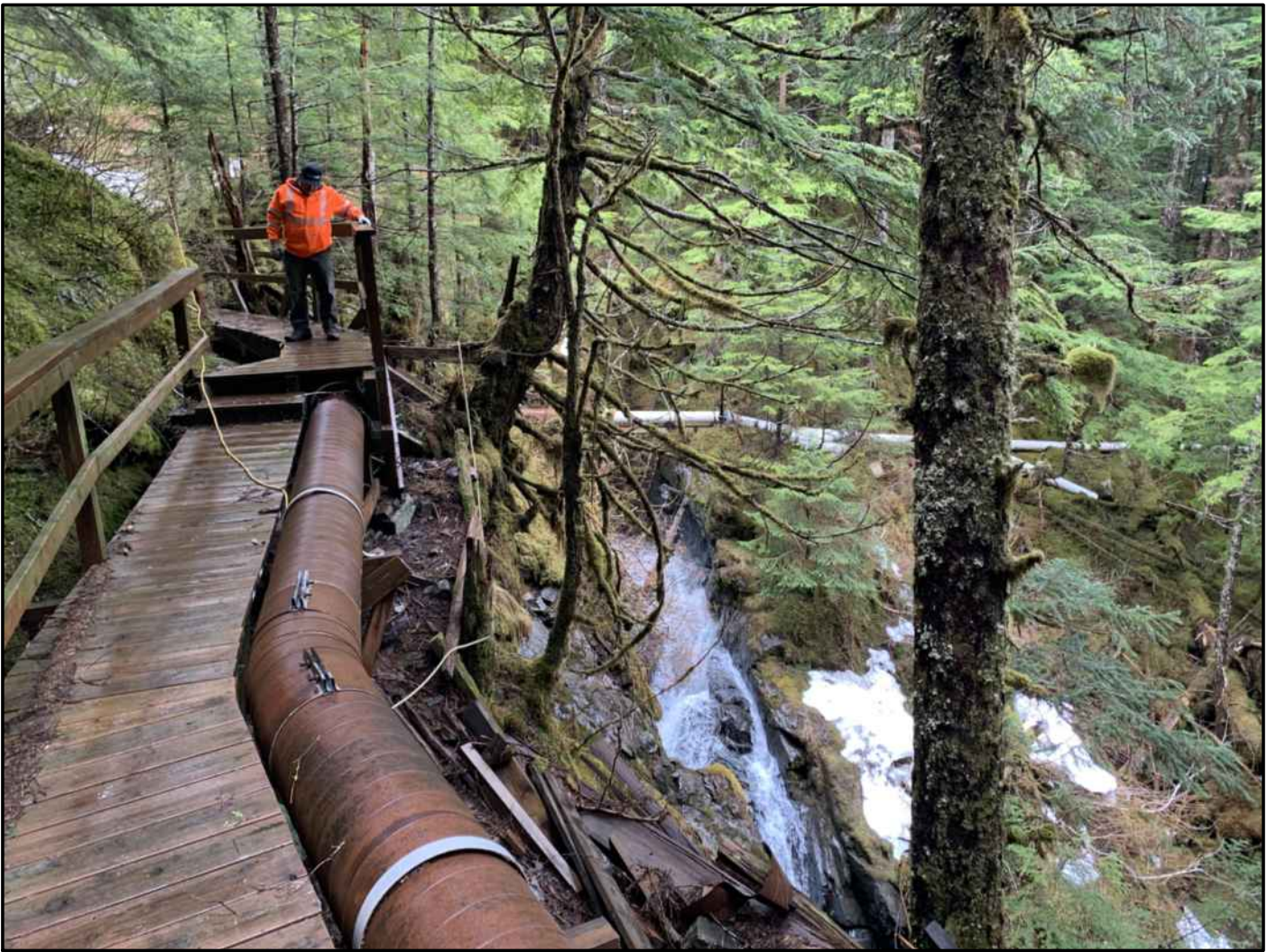
SCALE: NONE



B  
C4.01

EXISTING 10-INCH VALVE

SCALE: NONE



C  
C4.01

BRIDGE SEGMENT PHOTO

SCALE: NONE

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SHEET TITLE	BRIDGE SEGMENT
SHEET	C4.01
DRAWN BY:	JSE
CHECKED BY:	LRK
DATE:	SEP 2025
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JOB NUMBER:	23-008



## **Addendum 2 to Exhibit C – Specifications for Water Line Work**

[Page Left Intentionally Blank Specifications to Follow]

## Special Provisions

### Add Section 627.2:

#### **SECTION 627.2 RAW WATER TRANSMISSION MAIN SYSTEM**

**627.2-1.01 DESCRIPTION.** For purposes of these specifications, Water Utility shall mean the water system operated by the City of Cordova. Engineer shall mean the firm of GV Jones & Associates, Inc. as requested by the Water Utility.

The term “water conduit” refers to all conduits used for relocating the raw water transmission main.

The term “water main” or “water system” refers to the Orca Creek raw water transmission main.

Furnish and install water main improvements and replacements including all appurtenances, as shown on the Plans or as specified in this Section. Comply with Alaska Department of Environmental Conservation (DEC) Approval to Construct (ATC) permit.

#### **627.2-1.02 SUBMITTALS.**

1. Submit a Water System Construction Plan for review. Receive an approved Plan 60-days prior to commencing work on the water system. Plan shall address construction sequencing, testing, disinfection, flushing, and dechlorination procedures.
2. Manufacturer’s shop drawings for each size of fully constructed insulated pipe and each size/style of fitting indicating compliance with this Section. Shop drawings shall include the following minimum information:
  - a. Overall length of insulated pipe in feet and inches measured from end to end along the longitudinal axis;
  - b. Overall fitting dimensions in feet and inches measured from core pipe centerline. Fittings require a minimum of two linear measurements and one angular measurement;
  - c. Fully constructed insulated pipe cross sections with dimensions showing locations relative to the centroid of the composite pipe for the core pipe and metal outer jacket;
  - d. HDPE core pipe inner and outer diameter, SDR, and material designation code;
  - e. Metal outer jacket alloy material, exact thickness in decimal inches, corrugation spacing, and corrugation depth;
  - f. HDPE core pipe stub-out length past end of insulation and outer jacket;
  - g. Dry film thickness of the coating to be applied to the insulation faces.
  - h. Insulation kits.
3. Manufacturer’s Literature for:
  - a. HDPE core pipe;
  - b. Aluminum outer jacket materials and method of fabrication;
  - c. Urethane insulation – product data must clearly show the proposed insulation meets the requirements of this Section;
  - d. Fittings;
  - e. Insulation sealants.

SHEPARD POINT OIL SPILL RESPONSE ACCESS ROAD

4. Test Reports: Provide the following test reports as required for Manufacturers Proof of Quality testing and Production Testing. Third-party reports are required for Destructive Test samples:
  - a. Report of visual inspection;
  - b. Core pipe/insulation bond
  - c. Water absorption
  - d. Dimensional stability
  - e. K factor;
  - f. Density
  - g. Fusion logs for all fitting fusion joints
    - (1) Fusion machine model
    - (2) Pressure
    - (3) Temperature
    - (4) Duration (hold time and cool-down time)
    - (5) Date
    - (6) Time
    - (7) Staff conducting the work
5. HDPE welding certifications. Submit prior to commencing welding activities.

**627.2-1.03 RELATED SECTIONS.**

1. Section 501-2.02, Class A Concrete for Thrust Blocks
2. Section 627.1 Temporary Water Bypass
3. Section 712-2.13 Gabions

**627.2-1.04 REFERENCES.** To the extent referenced in this specification section, the standards and documents listed below are included, and made a part of this Section. In the event of a conflict, the requirements of this section prevail. Unless otherwise specified, references to documents shall mean the latest published edition of the referenced document in effect at the bid date of the project.

1. Plastic Pipe Institute (PPI):
  - a. Handbook of Polyethylene Pipe
  - b. TR-3 - Policies and Procedures for Developing Hydrostatic Design Basis (HDB), Hydrostatic Design Stresses (HDS), Pressure Design Basis (PDB), Strength Design Basis (SDB), Minimum Required Strength (MRS) Ratings, and Categorized Required Strength (CRS) for Thermoplastic Piping Materials or Pipe
  - c. TR-4 - HDB/HDS/SDB/PDB/MRS Listed Materials
  - d. PPI TR-33 - Generic Butt Fusion Joining Procedure for Field Joining Polyethylene Pipe
  - e. MAB-1, 2022 Generic Electrofusion Procedure for Field Joining of 12 Inch and Smaller Polyethylene Pipe

- f. MAB-6, 2020 Guidelines for HDPE Pipeline Inspection
2. American Water Works Association (AWWA)
    - a. C906 - Polyethylene Pressure Pipe and Fittings, 4-inch through 63-inch for Water Distribution and Transmission
  3. ASTM International (ASTM)
    - a. C177 - Standard Test Method for Steady-State Heat Flux Measurements and Thermal Transmission Properties by Means of the Guarded-Hot-Plate Apparatus.
    - b. ASTM C273 – Standard Test Method for Shear Properties of Sandwich Core Materials.
    - c. ASTM D1622 - Standard Test Method for Apparent Density of Rigid Cellular Plastics
    - d. ASTM D2126 - Standard Test Method for Response of Rigid Cellular Plastics to Thermal and Humid Aging.
    - e. ASTM D2657 - Standard Practice for Heat Fusion Joining of Polyolefin Pipe and Fittings
    - f. ASTM D2842 - Standard Test Method for Water Absorption of Rigid Cellular Plastics.
    - g. ASTM D3350 - Standard Specification for Polyethylene Plastics Pipe and Fittings Materials.
    - h. ASTM E96 - Standard Test Methods for Water Vapor Transmission of Materials.
    - i. ASTM E398 - Standard Test Method for Water Vapor Transmission Rate of Sheet Materials Using Dynamic Relative Humidity Measurement.
    - j. ASTM F714 - Standard Specification for Polyethylene (PE) Plastic Pipe (SDR-PR) Based on Outside Diameter.
    - k. ASTM F2164 - Standard Practice for Field Leak Testing of Polyethylene (PE) and Cross Linked Polyethylene (PEX) Pressure Piping Systems Using Hydrostatic Pressure
  4. ANSI/National Sanitation Foundation (NSF)
    - a. Standard 61 - Testing and certification for drinking water system components.

#### **627.2-1.05 QUALIFICATIONS AND QUALITY ASSURANCE**

1. HDPE fusion procedures and qualifications: Contractor's weld procedures shall be provided for review; and shall be in strict accordance with pipe manufacturer's requirements for butt welding of HDPE pipe. The individual who performs the fusion shall have written certification from an HDPE pipe manufacturer stating he/she has successfully completed an 8-hour (minimum) certification class on fusion techniques and procedures, and is current within the past 12 months. In addition, this individual shall have fused a combined total of more than 5,000 feet of HDPE piping in diameters 4-inches and larger.
2. Insulated Pipe and Fitting Manufacturers Proof of Quality Testing: These tests shall be performed no more than one year prior to the project award date. Results shall be submitted and approved prior to manufacturing any pipe for this project. Submit reports on the following.
  - a. Core Pipe/Insulation Bond
  - b. Water Absorption
  - c. Dimensional Stability
  - d. K Factor;

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e. Density

f. Minimum Compressive Strength

**627.2-2.01 MATERIALS.** All pipe and appurtenances in contact with potable water or the Orca Creek source water shall comply with ANSI/NSF Standard 61, latest edition and the lead free requirements of 18 AAC 80.205(b)(7) and 18 AAC 80.500. The minimum service temperature range of all individual components and final manufactured products shall be -60 to 100°F unless otherwise specified.

1. Insulated High Density Polyethylene (HDPE) Pipe System.

a. Core Pipe.

- (1) Core HDPE pipe shall be made from material having a minimum material designation code of PE4710. The material shall meet the requirements of ASTM D3350 and shall have a minimum cell classification of 445574. Polyethylene pipe and fitting material compound shall contain color and ultraviolet (UV) stabilizer meeting or exceeding the requirements of Code C per ASTM D3350. All PE4710 pipe shall be manufactured from a bimodal resin. The pipe shall meet the requirements of AWWA C901 and C906 and be listed in PPI TR-4. Pipe and fittings for potable water service shall be evaluated, tested and certified for conformance with NSF Standard 61 (NSF 61). Core HDPE pipe shall be marked in accordance with the standards to which it is manufactured.
- (2) All core HDPE pipe and fittings shall conform to standard iron pipe size outside dimensions (IPS), have a wall thickness meeting SDR 11, and have a minimum pressure rating of 200 psi at 80°F.
- (3) Unless otherwise noted herein or on the drawings, all HDPE fittings shall be constructed utilizing core pipe of the same manufacturer, material, resin, and dimensions as that used for the core pipe of the straight lengths.
- (4) All core HDPE pipe shall be from straight sections of pipe. Under no circumstances shall coiled HDPE pipe be used to manufacture products furnished under this specification.
- (5) All core HDPE pipe and fittings shall be homogeneous throughout, free of visible cracks, holes, foreign inclusions, blisters, dents, or other injurious defects, and shall be made of materials having the same chemical and physical characteristics. All HDPE pipe ends shall be free from chips, gouges, and other damage. All HDPE pipe and fittings shall be designed for direct pipe-to-pipe or pipe-to-fitting thermal butt fusion, as shown on the Drawings.
- (6) All core HDPE fittings shall be manufactured to be as strong as or stronger than the pipe the fittings will be joined to, and shall maintain identical IPS outside-dimension on stub-outs, and shall conform to the minimum pressure rating listed in Section 2.01 1.a.(2). All fittings shall be manufactured from NSF-61 approved components. Tees may be fabricated using branch saddle sidewall fusion or molded fittings.
- (7) Sweep bends shall be seamless, manufactured in one continuous piece of SDR 11 HDPE pipe, with an angular tolerance of +2 degrees without reversion and shall have a bend radius as specified on the drawings with a tolerance of +1.0 inch. The elbows shall not be mitered and fused. All elbows must maintain normal outside diameters along their entire length within tolerance as per ASTM-F714 and be suitable for butt-welding. The outside surface of the elbows shall exhibit all the specified characteristics of the straight pipe and shall not have any blisters or other surface defects from the manufacturing process. All sweep bends shall be NSF-61 approved after manufacture of the final product. Tight radius 90 degree elbows shall be constructed with molded fittings rated at the minimum pressure listed in Section 2.2C and shall be NSF-61 approved.

- (8) The manufacturer of fabricated fittings supplied under this specification shall establish and qualify heat fusion procedures conforming to PPI TR-33 and ASTM D2657 and all fusion must be performed by a qualified operator factory-certified in the use of the specific equipment employed to construct the fittings.
- (9) Acceptable Manufacturers are JM Eagle, ISCO Industries, or approved equal.

b. Insulation.

- (1) Insulation between core pipe and outer jacket of all pipe and fittings shall be low-density rigid closed-cell urethane insulation with the specified thickness shown on the drawings. It shall be applied and cured in strict accordance with the manufacturer's recommendations and good commercial practices such that the resulting insulation completely fills the annular space between core pipe and outer jacket and is free of defects affecting its intended purpose. Straight arctic pipe should be insulated with single injection. In no case shall the jacket be drilled to perform, monitor, or inspect the injection.
- (2) Urethane insulation shall exhibit the following properties and characteristics specified by the referenced ASTM tests below.

ASTM C518 or C177	Maximum K-factor, as produced	0.161 btu-in/hr- ft <sup>2</sup> -°F
ASTM D1622	Density	3.0-4.0 lbs/ft <sup>3</sup>
ASTM D1621	Minimum Compressive Strength	35 psi
ASTM D2842	Maximum Water Absorption	4.1% by volume
ASTM D2126	Dimensional Stability (Maximum Linear Change)	1% at -40°F 3% at +100°F

- (3) Exposed urethane insulation faces at pipe and fitting ends shall be coated to protect against physical abuse, UV exposure during shipping and storage, and against water intrusion in service. The mastic end seal coating shall be suitable for direct application over urethane insulation with no deleterious effects to the insulation or coating. The mastic end seal coating shall be formulated for long-term service and retained flexibility over extended periods of exposure to sunlight, harsh weather, and saltwater spray. The strength of the adhesive bond of the coating to the insulation shall be greater than the tensile strength of the coating. In the event the coating is nicked or an edge is rolled up in handling, the coating that has been dislodged shall tear free from the coating still adhering to the insulation rather than pull the balance of the coating off as a sheet. The coating shall be classified as heavy grade, trowel applied, and cured in strict accordance with the manufacturer's recommendations and good commercial practice such that the finished product is free of defects affecting its intended purpose. The coating material shall exhibit the following properties and characteristics:

Maximum Water Vapor Permeance (ASTM E96)	0.1 perm-inch
Minimum Wet Film Thickness:	13/64 inches
Minimum Dry Film Thickness:	1/8 inch

- (4) Acceptable Manufacturers: ErgonArmor, Blackhawk Seal Kote, or approved equal.

c. Metal Outer Jacket

- (1) Metal outer jackets for pipe and fittings shall be spiral-wound aluminum, 16 gauge (0.051 inch thick). Aluminum alloy material shall be 5052-H32 marine grade. All seams for spiral-wound pipe shall be 4-ply lock seam, continuous, tightly locked and folded, have a width greater than 3/8 of an inch, and be internal. The outer jacket of all pipe

and fittings shall be air and watertight under a five-foot head of water and the outside of the jacket shall present a relatively smooth, flat overall appearance. The metal outer jacket corrugations for spiral-wound aluminum pipe shall be between 3/16-inch and 3/8-inch deep as measured from the flat area between corrugations to the bottom of the corrugation.

- (2) All joints in the metal outer jacket that is fabricated around fittings shall be welded with a continuous bead, resulting in a finished jacket that is watertight per the requirements of Section 2.4A. The metal outer jacket used for the straight sections of pipe shall be used to fabricate the jackets for the fittings.
- (3) All surfaces of the metal outer jacket, including end-cuts and welds, shall be finished such that no jagged edges exist that could cause personal injury.
- (4) The interior of the jacket shall be free of oils, grease, or other residue that could interfere with the adhesion of insulation to the outer jacket.
- (5) Acceptable Manufacturers: Spiraltec, Inc., or approved equal.

d. Manufacturing and Dimensional Tolerances

- (1) Allowable offset of the outer jacket centerline and core pipe shall be not more than 1/4 inch at the pipe ends. Elsewhere along pipe lengths the centerline offset shall not be greater than 3/8 inch.
- (2) The minimum temperature of all components used to manufacture the insulated pipe and fittings shall be 50°F at the start of fabrication. The fabricated pipe shall be placed in a facility maintained at a temperature of 50°F or greater for a minimum of 12 hours after fabrication.
- (3) All elbows shall have a radius as specified in the drawings with a tolerance of + 2 degrees.
- (4) All branches of fabricated fittings must lie in a single plane with a maximum deviation of + 2 degrees.
- (5) The length of core pipe protruding from the insulation on the ends shall be 12 inches + 1/4 inch for jacket diameters of 15-3/4-inches and under. The core pipe ends shall be smooth and oriented perpendicularly to the core pipe longitudinal axis + 1/8 inch.
- (6) The length of core pipe protruding from the insulation on the ends shall be 18 inches + 1/4 inch for jacket diameters larger than 15-3/4-inches. The core pipe ends shall be smooth and oriented perpendicularly to the core pipe longitudinal axis + 1/8 inch.
- (7) The outer jacket shall be cut in one pass perpendicular to the length of the jacket + 1 degree. Before coating, the plane of the exposed insulation face at ends shall be perpendicular to the centerline axis of the outer jacket + 1/8 inch. The insulation profile of the coated ends shall not exceed a relief deviance of + 1/4 inch across the face.
- (8) The specified maximum K-factor has a tolerance of +0.0049 btu-in/hr-ft<sup>2</sup>-°F

e. Labeling

- (1) The manufacturer's name and production date (day, month, and year) shall be embossed, stamped or a permanently affixed label on the outer jacket of each insulated pipe and fitting.

f. Fabricated Fittings

- (1) All fusion joints used in fabricated fittings shall be butted fused and documented by a computer that records pressure and temperature applied at each fused joint. Computer printouts and electronic data for each fitting shall be made available to the Owner upon request. The insulated pipe manufacturer shall ensure that each joint is fused at the temperature and pressure recommended by the pipe manufacturer in order to achieve the maximum pressure rating for that joint.
- (2) All fittings for each project shall be labeled with a unique identifier that corresponds with the fusion computer printouts for each fitting.

g. Insulating

- (1) All Federal and State regulations applicable to the type of insulation and its use shall be strictly adhered to.
- (2) Fittings may be manufactured using one insulation injection for each open end of the fitting. In no case shall the jacket be drilled to perform, monitor, or inspect the injection.
- (3) The maximum allowable void size is 0.05 in<sup>3</sup> (for reference, a 3/8-inch cube is .05 in<sup>3</sup> ).
- (4) Insulation and chemicals shall be prevented from coming in contact with the end or inside of the exposed core pipe.

h. Insulation Bond

- (1) The core pipe and cladding shall be prepared as necessary to achieve minimum shear bond strength to the insulation of 15 psi, or in such a manner as to produce insulation-to-insulation separation when a sample is tested in shear.
- (2) The core pipe and cladding surface preparation shall include cleaning, removal of foreign materials, and degreasing to create optimum conditions for bonding. Gouges or scratches in the pipe surface that exceed the tolerance specified by the pipe manufacturer for the pipe pressure rating shall be cause for rejection.

2. Electrofusion Couplers. Electrofusion couplers shall comply with ASTM D3350 and ASTM F1055. All couplers shall withstand a longitudinal tensile force equivalent to the rating of the pipe to which they are joined. All couplers shall have pressure class ratings not less than the pressure class rating of the pipe to which they are joined.
3. Ductile Iron Pipe (DIP). Ductile Iron pipe must conform to the requirements of AWWA C151, with cement mortar lining conforming to the requirements of AWWA C104/ANSI A24.1. Class 52 pipe shall be used for all water pipe unless otherwise specified.
4. Fittings and Gaskets. DIP fittings are to have exterior and interior surfaces coated with fusion bonded epoxy in accordance with AWWA C116/A21.13-09.

Unless otherwise indicated on the Drawings, rubber gaskets for ductile iron pipe joints shall conform to AWWA C111. Fittings shall be a minimum of 250 pounds pressure rating, mechanical joint, lined, ductile iron, unless otherwise required by the Contract Documents. All fittings must conform to the requirements of AWWA C110/ANSI A21.10 or C153 A21.53-06.

All bolted fittings must utilize carbon steel or stainless steel nuts and bolts. Fittings with carbon steel bolts and nuts must conform to the dimensional and material standards as outlined in AWWA C111 and C115 and be factory-coated with a blue fluoropolymer coating system. Fittings with stainless steel bolts and nuts must conform to the dimensional standards as outlined in AWWA C111 and C115 and the material standards in ASTM F593 and F594 with a minimum tensile strength of 75,000psi. Bolts and nuts must have imprinted markings indicating the material and grade of the metal used in fabrication. Where bolts and nuts for fittings cannot be covered by the above references then the contractor must submit to the engineer for approval corrosion resistant bolts and nuts and supported reasons for the request of an alternate to this standard.

5. Couplings. Where specified on the Drawings coupling for jointing new pipe and existing PVC pipe shall be integral, full circumferential, extended range, stab-fit, segmented, and serrated mechanical restraint system to provide a fully restrained and pressure rated connection on plain end pipe(s). Connection shall maintain a restrained, water tight seal under applied operating pressure(s), without the need for continuous bolt torque. For use on PVC (C900, C909 & IPS). Coupling shall be Romac Alpha FC, or approved equal. Provide pipe stiffener for existing PVC per the manufacturer's recommendations.
6. Restrained Joints. Where specified on the Drawings and/or required in these Specifications, water distribution piping must be installed with thrust restraint systems. Allowed ductile iron thrust restraint systems are EBBA Iron MEGALUG, Romac, RomaGrip, Romac GripRing, Romac RFCA, Foster Adaptor, U.S. Pipe Field LOK 350 Gasket, Ford Uni-Flange Series 1400 or equal thrust restraint system. Tie back rods and/or tie back rod and shackle assemblies will not be acceptable as restrained joints or restraining system for fittings, piping, deflection points, or inside casings.

Contractor shall provide manufacturer submittals for each type of thrust restraint to be used. Such submittals shall include thrust restraint calculations and other appropriate data.

7. Detectable Underground Warning Tape. Detectable underground warning tape manufactured specially for warning and identification of buried utility lines is required for installation of all pipe types. Warning tape must not be less than five (5) mil, foil backed, six inches (6") wide vinyl tape, colored blue, with "Caution Buried Water Line Below" continuously printed in black along the tape length.
8. Thrust Blocks. Concrete for thrust blocks shall be cast-in-place or pre-cast concrete with the minimum base area as shown in the plans shall be installed where pipeline terminates, branches or changes alignment utilizing a fitting, including tees for hydrant lines. Thrust blocks shall be placed against undisturbed soil or Select Material, Type A, that has previously been compacted to 95% maximum density. Concrete for thrust blocks shall be meet Class A Requirements described in Section 501-2.02. All pipe and fittings exposed to concrete shall be double wrapped with 8 mil polyethylene film prior to placement of the concrete.
9. Gate Valves. Gate valves shall be iron body, fully bronze mounted, double disc, parallel or resilient seat valves manufactured in accordance with AWWA C509 "Resilient-Sealed Gate Valves for Water Supply Service" or AWWA C515 "Reduced-Wall, Resilient-Seated Gate Valves for Water Supply Service."

Gate valve bonnet bolts shall be Type 316 stainless steel with a minimum tensile strength of 75,000 PSI and shall conform to ASTM F593 and F594. All bolts shall be stamped with the grade marking on the head of the bolt, and shall be "T-316", "316" or "F593".

All valves shall be non-rising stem type with an O-ring seal and a two-inch square operating nut. Valves shall open counter-clockwise and have flanged ends.

10. Pipe Casing. Pipe casing shall be size, type, and thickness as shown on the plans and specified herein. Corrugated High-Density Polyethylene (HDPE) used for casings shall meet the requirements of Subsection 706-2.07. Steel pipe casings shall be smooth walled with minimum yield strength of 35,000 psi without protective coating with a minimum wall thickness per the plans. Casing spacers shall be as specified on the Plans.

11. 1-Inch Minus Shot Rock.

Sieve Size	Cumulative percent Passing by Weight
1-inch	100
3/8-inch	0-25
No. 4	0-5

12. Class "C" Pipe Bedding Material. In addition to the bedding limits listed below, the fraction of material passing the No. 200 sieve shall not be greater than 20% of that fraction passing the No. 4 sieve.

Sieve Size	Cumulative percent Passing by Weight
2-inch	100
1-inch	40-100
No. 4	20-75
No. 10	12-60
No. 40	2-30
No. 200	0-6

13. Rock Anchors. 150 ksi threaded bar. All material shall be hot dipped galvanized after fabrication per ASTM A 123. Williams Form Engineering Corp. or approved equal.

Grout shall meet or exceed the requirements of ASTM C1107 and US Army Corps of Engineers CRD C-621 and shall provide a minimum grout to rock bond strength of 75 psi. Grout shall be US Spec RA Grout, or approved equal.

## CONSTRUCTION REQUIREMENTS

### 627.2-3.01 GENERAL.

1. Pre-Construction Inspection. The Contractor shall coordinate, and participate in, a pre and post construction inspection with the Engineer and Water Utility, of all water facilities located within the project limits. The pre-construction inspection shall be conducted before construction work begins and the post-construction inspection after construction has been completed. During these inspections document the location, condition, and operation of each facility, making specific note of any deficiencies. Copies of the inspection reports shall be provided to both the Engineer and Water Utility.

The Contractor forfeits all right to assert pre-existing damage if the Contractor fails to participate in the inspections.

Any deficiencies in the water system found during the pre-construction inspection will be the Water Utility's responsibility to correct. Replace additional facility items as directed by the Engineer.

The Contractor shall coordinate with the Water Utility to complete the following work:

- a. Temporary bypass per Specification Section 627.1 Temporary Water Bypass.
  - b. Perform 72-hour test shutdown of transmission main per Specification Section 627.1 Temporary Water Bypass.
2. Permanent Water System. Prior to commencement of work to install the water system, the Contractor shall submit to the Engineer for review, a detailed plan for the installation of the new water systems and for removal/abandonment of existing water systems that are to be removed or abandoned. The plan shall be of sufficient detail to clearly indicate the proposed work sequence and schedules, as well as identify existing valves to be used to isolate the system during construction.

The locations of existing mains, valves, branches, services, etc are represented on the Drawings and utility maps based on record and field-gathered information and may not be accurate in all cases. Contractor shall verify locations of all connection points prior to constructing pipe assemblies.

The Water Utility, through the Engineer, reserves the right to suspend the permanent water system installation at any time if the Contractor fails to meet the requirements set forth herein until such time



as the Contractor makes the necessary corrections. Suspensions of work will not entitle the Contractor to an extension of time for the completion of the project, and will not entitle him to extra payment for costs incurred.

Consult the Plans for estimated locations of existing sewers, water mains, and other utilities near the construction. Use this data for information only. The City do not guarantee their accuracy. Confirm and mark the exact locations of all existing utilities before starting work or so proper alignment and/or grade may be determined before the pipe sections are laid in the trench and backfilled. Contractor shall notify all area utility companies prior to commencement of excavation.

Excavate, bore, or probe by hand ahead of the work where necessary to determine the exact location of underground conduit or other features that might interfere with construction. Support and protect conduits or other services that cross the trench. Immediately repair or replace any existing utilities that you break or damage. Immediately replace any existing valves, valve boxes, or water lines that you break or damage.

In addition to restrained joints, pre-cast concrete thrust blocks with the minimum base area as shown in the details shall be installed where pipeline terminates, branches or changes alignment utilizing a fitting, including hydrant lines.

Connect to existing water lines and structures, avoiding contamination of water in lines that are in use.

Water mains shall be constructed to meet all separation requirements of 18 AAC 80.020. Where new water mains cross existing sanitary sewer or storm drain pipes, new water main shall be installed a minimum of 18 inches vertically from the sanitary sewer or storm drain pipe, water pipe joints shall be a minimum of 9 feet horizontally from sanitary sewer or storm drain pipes, and water pipe shall be insulated pipe.

3. Trench Excavation and Backfill. Excavation and backfill shall be to the width and depth as shown on the drawings. Trench width at or below the top of the pipe shall be of a width that will allow compaction equipment to be utilized at the sides of the pipe.

Contractor shall erect and maintain barricades to prevent access around all excavations left open at the end of the workday. Contractor shall provide and maintain adequate barricades to ensure public safety at all times during the prosecution of the Work.

Contractor shall perform all excavation of every material encountered. Excavated material shall be placed in an orderly manner and at a distance from the trench conforming to all State and/or Federal safety codes. Excavated material meeting the requirements of Select Material shall be stockpiled separately and reused in the Work.

All bedding material and backfill material shall be placed in uniform layers of not more than 12 inches in depth and compacted in accordance with Subsection 203-3.04. In no case shall bedding material be placed above the springline of the pipe in a single lift. Compaction by hydraulic jetting or flooding will not be permitted unless approved in writing.

When existing conduits or utilities, which are not scheduled for removal or abandonment, are encountered in the excavation, they shall be adequately supported and protected from damage.

All sheeting and bracing used in excavation shall be removed by the Contractor following the completion of the work.

4. Abandon Existing Pipe. Existing pipe shown to be abandoned-in-place shall be abandoned-in-place as an incidental item of construction. The Contractor shall empty the line of all water, fill the pipe full with sand slurry, and plug the ends. Sand slurry shall consist of a mixture of water and sand with an approximate ratio of seven (7) gallons of water per cubic foot of sand. Sand may consist of native material with a particle size distribution such that one hundred percent (100%) of the material passes

the No. 4 US Standard Sieve and contains no lumps, frozen material, organic matter, or other deleterious material.

Placement of the sand slurry shall be by means of a tremie pipe or other method that shall enable uniform placement of the sand slurry throughout the pipe being abandoned. The Contractor shall demonstrate the entire pipe to be abandoned has been filled prior to the installation of end caps. Validation shall include placement of a predetermined volume of sand slurry into the pipe to be abandoned.

5. Remove Existing Pipe. Pipe and appurtenances called out on the plans to be removed shall be an incidental item of construction. All removed materials shall become the property of the Contractor, unless specifically addressed otherwise in these special provisions.
6. Rights In and Use of Materials Found on the Work Site. Unless specifically addressed otherwise in these special provisions, all existing water valves, tees, bends, and conduit (including ductile iron pipe) removed but not reinstalled, and declared "salvageable materials" shall become the property of the Contractor.
7. Final Acceptance. The Contractor shall, upon completion of all work involved, notify the Engineer in writing of completion and request a pre-final inspection of the project. This inspection will be performed in the presence of the Engineer, the Water Utility, and the Contractor. Copies of a list of deficiencies, if any, indicated by this inspection will be furnished to the Contractor for remedial action. When all corrective action has been completed, the Contractor shall notify the Engineer, and an acceptance inspection will be performed.

#### **627.2-3.02 WATER CONDUIT.**

1. General. Installation shall be in accordance with these specifications, AWWA C600, and AWWA C906. The interior of the conduit and accessories shall be thoroughly cleaned of foreign matter before being installed. The conduit shall be kept clean during laying operations by plugging. Lay conduit to the grades and lines shown on the Plans. However, at a sufficient distance prior to encountering a known obstacle or tying into an existing conduit, the Contractor shall expose and verify the exact location of the obstacle or conduit so proper alignment and/or grade may be determined before the conduit sections are installed and backfilled. The costs incurred for removal and realignment of backfilled conduit sections due to improper verification methods shall be borne by the Contractor.

Keep trenches dry to avoid laying conduit in water. Do not lay conduit when weather or trench conditions are unsuitable. Keep water away from new joints, until the joint materials have hardened.

Use methods to cut conduit that will produce tight joints and will not damage the conduit.

Inspect conduit before lowering it into the trench. Replace defective, damaged or unsound conduit.

Place conduit bedding to conform to plan details. Place bedding, if required, to give conduit a uniform bearing for its full length. Do not permit couplings to rest on solid or original trench bottoms.

Conduit shall be laid so that after the line is completed, the bottom of the conduit conforms accurately to the grades and alignment shown on the Plans. A maximum 0.2-foot deviation from design alignment and elevation will be allowed. Both line and grade shall be checked and recorded in a field book for each piece of conduit and appurtenance installed. All adjustments to line and grade shall be done by scraping away or filling the earth under the body of the conduit and not by blocking or wedging up.

The Contractor shall have survey instruments, such as transit and level, for transferring alignment and grades from offset hubs. The Contractor shall provide a qualified person to use such instruments and who shall have the responsibility of placing and maintaining such construction guides. The Contractor shall provide to the Engineer a copy of the surveyor's record notes for the newly installed

conduit and appurtenances. The practice of placing backfill over a section of conduit to provide a platform for the instruments shall be subject to the approval of the Engineer.

A minimum of 10-foot horizontal separation shall be maintained between water and sanitary sewer mains and services. Locations having less than 10-foot minimum separation require an ADEC waiver. A minimum vertical separation of 18 inches shall be maintained at water and sewer crossings.

Conduit that has the grade or joint disturbed after laying shall be taken up and re-laid. Water shall be kept out of the trench until the jointing is completed. No conduit length less than 8 feet shall be incorporated into the system except those necessary for fittings or valve locations.

All pipe openings left on abandoned water lines shall be plugged or capped.

2. Install HDPE Pipe. Installation shall be in accordance with these specifications and AWWA C906. The minimum allowable bending radius for HDPE pipe shall not exceed 80% of the manufacturer's recommended deflection. If the alignment requires a shorter radius than allowable, a fitting shall be utilized to make the bend.
  - a. Inspection and Testing Forms. Contractor shall complete the followings forms which are appended to this specification:
    - (1) HDPE Equipment Qualification, Electrofusion Processor
    - (2) HDPE Equipment Qualification, Generator
    - (3) HDPE Connection Inspection, Electrofusion Couplings
    - (4) HDPE Equipment Qualification, Butt Fusion
    - (5) HDPE Connection Inspection, Hydraulic Butt Fusion
    - (6) HDPE Equipment Qualification, Ancillary Tooling
    - (7) HDPE Pressure Testing
  - b. Butt Fusion Jointing
    - (1) Jointing shall comply with ASTM D 2657, Technique II-Butt Fusion
    - (2) Butt-Fusion technician shall be properly trained and certified by the fusion machine manufacturer for the pipe sizes in the project, current within the past 12 months.
    - (3) Fusion machine shall be hydraulically operated and provide automated hydraulic pressure application at the proper temperature during the fusion process.
    - (4) Fusion machine shall be approved by pipe manufacturer and shall include an integral data logger, recording at a minimum the temperature, fusion pressure, time, and technician name.
    - (5) Data log sheets shall be provided to Engineer prior to installation of pipe in the trench and summary sheets provided daily. Any data outside of the manufacturer's specifications, and these specifications, will be cause to reject the joint at any time.
    - (6) Each joint shall be visually inspected by the Engineer prior to installation in the trench.
    - (7) Each joint shall be indexed and identified by station and offset and correlated to data logger.
    - (8) Joining different SDRs: Fusing of unlike SDRs to one another will not be permitted. Transition from unlike SDRs by means of mechanical joining systems or machined

HDPE nipples where a thicker wall HDPE has been matched to the companion pipe wall.

c. Electrofusion Jointing

- (1) Jointing shall comply with MAB-1 Generic Electrofusion Procedure for Field Joining of 12 Inch and Smaller Polyethylene Pipe and ASTM F1290 Standard Practice for Electrofusion Joining Polyolefin Pipe and Fittings.
  - (2) MAB-1, 2022, is fully incorporated into this specification and all procedures shall be adhered to.
  - (3) Electrofusion of the pipe and fittings shall be performed in accordance with the pipe manufacturer's recommendations as to equipment and technique. Electrofusion technician shall be properly trained and certified for the electrofusion coupler and processor, current within the past 12 months.
  - (4) Contractor shall provide power for processor. Power shall meet manufacturer's requirements.
3. Pipe Casing. Install HDPE pipe casings in accordance with the requirements of Section 603 and the Plans. Pipe casings shall be installed in a similar manner as those specified in this section and in accordance with the Plans. Boring or jacking of casings will not be allowed. Install casing spacers as shown on the Plans where water conduit is shown to be installed through casing.
4. Thrust Restraint. Restrained joints, of the type specified herein, and thrust blocks shall be installed where identified on the plans and where the conduit line changes alignment utilizing a tee, cross, any bend greater than or equal to 11.25°, or similar fitting and at conduit ends.

Conduit ends left for future connections and all pipe openings left on abandoned water lines, shall be plugged or capped in accordance with the plans, or as approved by the Engineer.

**627.2-3.03 VALVES.** Valves shall be installed where shown on the plans. Valves shall be installed plumb. Valves shall have the interiors cleaned of all foreign matter before installation. If the valve is at the end of the line, it shall be plugged prior to backfilling. The valve shall be inspected by the Water Utility's representative, in the open and closed positions to ascertain that all parts are in good working condition.

**627.2-3.04 ROCK ANCHORS.** Rock anchors shall be fully grouted and installed where shown on the Plans. Install per manufacturer's recommendations. Bore hole diameter shall be 2.5 times the bar diameter. Install at the depth shown on Plans. Rock anchor embedment assumes continuous solid bedrock resulting in a grout to rock bond strength of 75 psi. Inform the Engineer immediately if actual conditions differ.

**627.2-3.05 FLUSHING, PRESSURE TESTING, DISINFECTION.**

Based on recent previous project experience, we understand that ADEC will forego the requirement to disinfect the new temporary raw water transmission main if the Contractor elects to open-bore flush using the AWWA flushing standard of a 3 feet per second flushing velocity for 2 to 3 pipe volumes. Flush water is to be discharged so as not to result in soil erosion.

If these flushing conditions are not used, ADEC will accept a lower pipeline flushing velocity if the pipeline is subsequently disinfected using AWWA C651 Disinfecting Water Mains.

If disinfection is to be used, the sequence of construction is be flushing, hydrostatic pressure testing, followed by disinfection.

The Water Utility and the Engineer must be present for all testing and flushing. Water main is to be substantially filled and compacted prior to flushing and testing. The Contractor shall perform the flushing, hydrostatic testing, and disinfection. The Contractor is made aware that in the event repairs are made on the system in order to pass the hydrostatic test, and these repairs are made subsequent to disinfection of

SHEPARD POINT OIL SPILL RESPONSE ACCESS ROAD

the system, then the open-bore flush and the disinfection will be null and void and shall be repeated to the satisfaction of the Water Utility and Engineer after the repairs are made. Costs for repeat testing and flushing will be subsidiary to the bid item being tested.

Contractor shall submit, in writing, for the Water Utility and Engineer to review and approve, a schedule and procedure for the testing and flushing of all newly installed pipe. When, in the opinion of the Water Utility and Engineer, the testing and flushing schedule and procedure is deficient, inadequate, improper, or conditions are such that the impact to existing water service areas are adversely affected by service interruptions, the Contractor will be notified in writing by the Engineer. Such notification shall be accompanied by a statement of the corrective action to be taken. Contractor shall adhere to the testing and flushing schedule and comply with such instruction as directed by the Engineer.

All piping and components in the test section shall be restrained and the pipe installation shall be substantially complete before the piping system is flushed. The Contractor cannot hydrostatically test and disinfect the piping system at the same time.

The Water Utility reserves the right to provide a test gauge or to check and test the Contractor's test gauge at any time.

All work associated with Flushing and Testing of newly installed water utilities is subsidiary to the cost of the installed item(s).

1. Flushing. All newly installed pipe systems are to be open-bore flushed. Flushing must be completed prior to hydrostatic testing and disinfection.

Sufficient water velocity must be achieved and maintained to remove foreign matter from within the pipe.

The Contractor shall furnish, install and remove all fittings and pipes necessary to perform the flushing, at no additional cost to the Owner.

It will be the Contractor's responsibility to notify the Engineer and the Water Utility forty-eight (48) hours in advance of any flushing operations. The Contractor shall provide a plan for approval by the Engineer for the disposal of the discharge waters from the open-bore flush. The flush water discharge location must receive approval from governing authority of that location.

2. Hydrostatic Testing. A hydrostatic test shall be conducted on all newly constructed water conduit after "open-bore" flushing in the presence of the Engineer and the Water Utility in accordance with the requirements of referenced AWWA standards unless hereinafter modified. The Contractor shall furnish all necessary assistance, equipment, labor, materials, and supplies, including pressure test gauge, necessary to complete the test to the satisfaction of the Engineer. The Contractor shall suitably valve-off or plug the outlet to the existing or previously-tested water main at his expense, prior to making the required hydrostatic test. Prior to testing, all air shall be expelled from the pipe. If permanent air vents are not located at all high points and dead ends, the Contractor shall, at his expense, install corporation cocks at such points so the air can be expelled as the line is slowly filled with water.

All main valves shall be tested. All intermediate valves within the section being tested will be closed and reopened as directed by the Engineer during the actual test. Only static pressure will be allowed on the opposite side of the end valves of the section being tested.

All hydrostatic testing will be performed through a test copper. The test pressure shall not exceed the rated design pressure of the pipe, fittings, valves, thrust restraints, or other appurtenances of the test section.

Pipeline components found to leak during testing are to be removed and replaced, the length of pipeline impacted by the replacement activity re-flushed at the Contractor's expense, and then the hydrostatic test repeated to confirm replacement parts eliminate observed leaks. Pressure test is to use raw water to hydrostatically pressurize the new temporary raw water pipeline.

For all piping systems, a pressure gage rated for up to 200 psi is to be installed at the lower end of the pipeline and used for the test. The gage is to have a minimum 3-inch dial and pressure gage marking divisions of no greater than 5 psi.

For HDPE piping, the pressure test is to be conducted in phases to accommodate plastic pipe expansion. The initial phase is to be four hours in duration starting once the test gage at the low end of the pipeline displays a static pressure of 150 psi. During this initial four-hour test period, the contractor is to add/pump pressurized water to the new pipeline as needed to sustain the test pressure of 150 psi at the test gage. Once the initial four-hour period times out, a final small volume of additional water is to be added to the pipeline's upper end as needed to renew the test pressure of 150 psi at the test gage. Then immediately upon re-establishing the target test pressure at the pressure gage, the contractor is to stop adding water to the pipeline and reduce the applied hydrostatic pressure by 10 psi. The reduced pressure then becomes the test pressure held by the pipeline for a period of 1 hour. During that one-hour period the pressure is allowed to drop by only 5% to be considered passing the pressure test.

The Contractor shall notify the Engineer forty-eight (48) hours, (two (2) working days) prior to any test and shall notify the Engineer two (2) hours in advance of the scheduled time if the test is to be canceled. In the event the Engineer has not been notified of cancellation and the Contractor is not prepared for the test as scheduled, the Contractor shall reimburse the Engineer for all expenses incurred. These will include, but not be limited to, salaries, transportation and administrative costs.

3. Disinfection. If the AWWA flushing standard of a 3 feet per second flushing velocity for 2 to 3 pipe volumes is not met all portions of the water system shall be disinfected, including all valves and stops and any portion of the existing connection system that might have become contaminated during construction activities. Disinfection shall be accomplished after completion of pressure and/or leakage tests in compliance with AWWA C651, Disinfecting Water Mains. Disinfectant chemicals shall be NSF 60 certified.
4. Removal of Test and Air Vent Copper Pipe. The Contractor shall, upon acceptance of testing, remove all test and air vent copper pipe and close the corporation stop at the main with a copper disc and flare nut installed in the presence of the Engineer.
5. HDPE Destructive Joint Testing. Contractor shall prepare a test weld at the start of each day of fusion welding for destructive testing. Additionally, Contractor may be required to provide one randomly selected joint each day of fusion welding for destructive testing. Contractor shall provide all labor and equipment to remove the joints, cut the test strip, and safely perform the tests in the presence of the Engineer.
  - a. Butt fusion Joints will be tested by the bent strap method per Chapter 2 of the PPI Handbook. Any cracks or evidence of separation will be cause for rejection of all joints completed since the last successful test. Rejected joints shall be cut out and replaced.
  - b. Electrofusion joints will be tested by "crush test" per MAB-1, 2022. Evidence of separation or a non-monolithic system will be cause for rejection of all joints completed since the last successful test. Rejected joints shall be cut out and replaced.

**627.2-3.06 AS-BUILT PLANS AND WORKING DRAWINGS.** A complete and accurately dimensioned record of all deviations, deletions, additions, and alterations from and to the contract plans and specifications shall be maintained by the Contractor to indicate the work as actually installed.

This as-built information shall be recorded on a print of the plans affected and on the applicable pages of the specifications with supplementary notes. This record set of plans and specifications shall be kept by the Contractor. Conduit and appurtenances shall be referenced by stationing, showing design line and grade, and as-built line and grade.

When the water system is completed, the Contractor shall certify the accuracy of the construction survey notes and of each revision on the plans and in the specifications by written signature endorsement, and deliver them to the Engineer prior to final acceptance of the system by the Water Utility.

SHEPARD POINT OIL SPILL RESPONSE ACCESS ROAD



#### **627.2-4.01 BASIS OF PAYMENT.**

All labor, tools, equipment, fittings, pipe, and demolition necessary to connect new water main to the existing water mains, and hydrant legs, as shown on the drawings, will be considered subsidiary.

Payment for Water Conduit includes trench excavation, bedding, backfill, disposal of surplus excavated material, pipe, fittings, tees, reducers, crosses, bends, thrust restraints, polyethylene encasement continuity straps, detection wire, marking tape, couplings, thrust blocks, testing, disinfection, and abandonment or removal of existing conduit.

Payment for Temporary Water System includes all labor, equipment, materials, and supervision necessary to construct, test, disinfect, maintain, and remove from service, the complete system. Payment shall also include any necessary excavation, bedding, backfill, compaction, and live-tap connections as necessary. Traffic maintenance and temporary paving shall be paid under their respective bid items.

Payment for Water Pipe Casings shall include trench excavation, bedding, backfill, compaction, disposal of surplus excavated materials, fittings, testing, connections to existing, and staking/locating of casings ends.

Repair of existing improvements on private property and repair of existing utilities damaged by the Contractor will not be paid for directly but will be considered subsidiary.

Any costs involved in service changeovers and providing temporary water service are subsidiary. Removing or abandoning existing water lines or appurtenances designated on the Plans is subsidiary.

Preparation and submittal of as-built plans is subsidiary.

#### **PAY ITEM**

<b>Item Number</b>	<b>Item Description</b>	<b>Unit</b>
627.2.2012.____	Permanent Water System	LS
627.2.2013.____	Temporary Water System	LS

## MAB-6 APPENDIX B: HDPE EQUIPMENT QUALIFICATION

Project Name: \_\_\_\_\_ Project Number: \_\_\_\_\_  
Inspector Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_  
Contractor Name: \_\_\_\_\_ Contractor Contact/ #: \_\_\_\_\_  
Date: \_\_\_\_\_

### ELECTROFUSION PROCESSOR

Make/ Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_ Serial Number: \_\_\_\_\_

Last calibration date for machine: \_\_\_\_\_

If a rental machine:

Name of Rental Agency: \_\_\_\_\_ Contact at Rental Agency (Name): \_\_\_\_\_

Rental Agency Phone Number: \_\_\_\_\_

Is Rental Agency certified by machine manufacturer to provide equipment maintenance / calibration?  
☐ Yes ☐ No

### Observation of Electrofusion Power Supply

General condition of machine: ☐ New ☐ Like New ☐ Well Maintained ☐ Other: \_\_\_\_\_

When powered does the machine provide menu commands? ☐ Yes ☐ No

Is the display screen readable? ☐ Yes ☐ No

Are any of the cables damaged? ☐ Yes ☐ No

Are cable tips correct diameter for specified fittings? ☐ Yes ☐ No

Does the optical reader correctly identify fitting? ☐ Yes ☐ No

Does power supply download fusion data? ☐ Yes ☐ No

It is recommended that this specific power supply along with the previously qualified generator be used to qualify Fusion Personnel in a "field" type setting. Preparing joints with this specific power supply that are subsequently destructively tested per MAB 1 & MAB 2 to qualify the fusion personnel, can also be used to qualify this machine.

The following Tag should be attached to the power supply box protective enclosure and remain in place during the entire project for field employees/inspectors to verify qualification for this specific power supply in use. Consideration should be used for the Tag material which will last for the duration of the project (plastic coated, plastic, water proof).

### Sample Tag

#### **Qualified Electrofusion Power Supply** **(Company/Owner Name Here)**

Make: \_\_\_\_\_ Model: \_\_\_\_\_

Serial Number: \_\_\_\_\_

Qualification Number: \_\_\_\_\_

Qualification Date: \_\_\_\_\_

Employee Issuing Qualification: \_\_\_\_\_

Employee Number: \_\_\_\_\_

○ (hole for zip tie attachment)

## MAB-6 APPENDIX B: HDPE EQUIPMENT QUALIFICATION

Project Name: \_\_\_\_\_ Project Number: \_\_\_\_\_  
Inspector Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_  
Contractor Name: \_\_\_\_\_ Contractor Contact/ #: \_\_\_\_\_  
Date: \_\_\_\_\_

---

### GENERATOR

Make/ Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_ Serial Number: \_\_\_\_\_

Output Capacity: \_\_\_\_\_ Last Recorded Maintenance Date: \_\_\_\_\_

Verification Method of Output: \_\_\_\_\_ Date: \_\_\_\_\_

Caution: Welding generators are not recommended as power supply for fusion.

Does the generator meet the minimum requirements of the equipment to be powered?

☐ Yes ☐ No

The following Tag should be attached to all generators used to power HDPE fusion equipment for field employees/inspectors to verify qualification for the specific generator in use.

Consideration should be used for the Tag material which will last for the duration of the project (plastic coated, plastic, water proof).

#### Sample Tag

<p style="text-align: center;"><b>Qualified Generator</b> (Company/Owner Name Here)</p> <p>Make: _____ Model: _____</p> <p>Serial Number: _____</p> <p>Qualification Number: _____</p> <p>Qualification Date: _____</p> <p>Employee Issuing Qualification: _____</p> <p>Employee Number: _____</p> <p><input type="radio"/> (hole for zip tie attachment)</p>
---

There are multiple sources of generator testing equipment available; one source is: <https://www.sotcher.com/Load Bank Generator Test Sets/>

# MAB-6 APPENDIX C: HDPE CONNECTION INSPECTION FORM

Project Name: \_\_\_\_\_

Project Number: \_\_\_\_\_

Inspector Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Contractor Contact#: \_\_\_\_\_

## ELECTROFUSION COUPLINGS

Address/Street: _____	Pipeline Station# _____	Date/Time: _____
Fusion Technician: _____	Company: _____	Employee #: _____
Qualification Issued by: _____	Qualification Issue Date: _____	Qualified Pipe Size(s): _____
Pipe Manufacturer: _____	Manufacture Date: _____	Material Type: _____
Pipe Size: _____	Pipe DR: _____	Description: _____
EF Coupling Manufacturer: _____	Part #: _____	Fusion Number: _____
EF Processor Model: _____	Serial Number: _____	Rated Capacity: _____
Generator Make & Model: _____	Serial Number: _____	Trench Conditions: _____
Ambient/Processor Temperature: _____	Weather: _____	

<b>General:</b>	
Inspect the equipment for cleanliness and proper operation.	
Verify that the generator / power source is adequately sized for coupling being fused.	
Fitting still in undamaged packaging (Inspect the fitting for damage through original packaging. Fitting to remain in original packaging until installation).	
Let the EF processor acclimate to the jobsite weather conditions for a minimum period of 15 minutes before beginning the fusion process.	
<b>Couplings:</b>	
Cut pipe ends squarely and evenly (+/- 3 degrees).	
Clean pipe ends of dirt and debris prior to scraping.	
Measure and mark one of the pipe ends for the full length of the coupling. Measure and mark the other pipe end for half the coupling length. Mark the entire pipe area to be scraped with an approved non-petroleum based marker.	
Mount the scraper over the area to be scraped. Scrape the outside of the pipe to remove the surface layer and expose clean virgin pipe beneath. Remark stab depths after scraping.	
Clean surfaces with 96% (or higher) solution isopropyl alcohol & lint-free rag.	
Insert the pipe ends to the stab depth marks. If necessary, a block of wood can be placed over the coupling end and a hammer can be used to drive the coupling onto the pipe. Leave plastic bag over coupler to prevent contamination and debris from entering the open end. Use caution not to damage internal wire or terminal pins.	
Secure assembly with an alignment clamp, with coupling centered between stab depth marks.	
Connect the control box leads to the fitting. Scan the numerical barcode on the fitting using the reader wand on the processor.	
Verify that the fitting was read correctly and initiate the fusion cycle.	
Verify that the EF processor indicated a complete fusion cycle.	
Did the EF processor indicate a cycle failure? If yes, see * below. If no, see ** below.	Yes No
*Was the failure due to an input power interruption? If yes, see (A) below. If no, see (B) below. Input power interruption examples include the following: (i) fusion leads were detached during fusion, (ii) generator ran out of gas, or (iii) other circumstances that resulted in processor input power interruption.	Yes No
(A) If failure was due to an input power interruption, the coupling must be re-fused. 1. Coupling should remain in restrained position. 2. Allow the coupling to cool to ambient temperature. 3. Reconnect coupling to the processor. Completely refuse coupling for the entire fusion time.	
(B) Remove coupling that faults for any other reason and install new coupling.	
** Mark on the pipe the fusion cycle end time: -- Time at end of cooling period Fusion #	
Mark the pipe with the station # and technician name.	
Do not remove alignment clamp or rough handle pipe until the proper cooling time (CT) is complete. Rough handling includes moving, backfilling, or pressure testing	
<b>Was this coupling accepted?</b>	Yes No <input type="checkbox"/> <input type="checkbox"/>
Comments: _____	
Inspector Company: _____ Fusion Qualification Date: _____	
Qualification issued by: _____ Inspector Signature _____	

## MAB-6 APPENDIX B: HDPE EQUIPMENT QUALIFICATION

Project Name: \_\_\_\_\_ Project Number: \_\_\_\_\_  
Inspector Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_  
Contractor Name: \_\_\_\_\_ Contractor Contact/ #: \_\_\_\_\_  
Date: \_\_\_\_\_

### BUTT FUSION

Make/ Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_ Serial Number: \_\_\_\_\_  
Type Machine: ☐ Manual ☐ Hydraulic Assist ☐ Other: \_\_\_\_\_  
Pipe Diameter Range: \_\_\_\_\_ Smallest Diameter \_\_\_\_\_ Largest Diameter \_\_\_\_\_  
Required minimum power supply (watts) (external generators only): \_\_\_\_\_  
Last inspection date of machine: \_\_\_\_\_ Inspected by: \_\_\_\_\_  
If a rental machine:  
Name of Rental Agency: \_\_\_\_\_ Contact at Rental Agency (Name): \_\_\_\_\_  
Rental Agency Phone Number: \_\_\_\_\_

Has operator/rental agency maintained equipment used in joining HDPE pipe in accordance with the manufacturer's recommended practices or with written procedures that have been proven by test and experience to produce acceptable joints? ☐ Yes ☐ No

### Observation of Butt Fusion Machine

Carriage slides freely? ☐ Yes ☐ No  
Carriage Aligned? ☐ Yes ☐ No  
Are all inserts present for diameters specified? ☐ Yes ☐ No  
Are scraper/facer blades sharp? ☐ Yes ☐ No  
Does energized heating iron achieve specified temperature? ☐ Yes ☐ No  
Method of iron temperature verification: ☐ Pyrometer ☐ Other \_\_\_\_\_  
Is there any coating damage on heating iron face? ☐ Yes ☐ No  
Do pipe clamps securely hold pipe without slipping? ☐ Yes ☐ No  
Are pipe support spools/rollers present? ☐ Yes ☐ No  
General condition of machine: ☐ New ☐ Like New ☐ Well Maintained ☐ Other: \_\_\_\_\_  
Is Data logger present? ☐ Yes ☐ No  
Data Logger Model Number \_\_\_\_\_ Last DL Calibration Date \_\_\_\_\_  
Where is data stored? \_\_\_\_\_

It is recommended that this specific machine along with the previously qualified generator be used to qualify Fusion Personnel in a "field" type setting. Preparing joints with this specific machine that are subsequently destructively tested per ASTM F2620 to qualify the Fusion personnel, can also be used to qualify this machine.

It is recommended that Butt Fusion equipment be inspected annually at a minimum.

The following Tag should be attached to the carriage of the butt fusion machine and remain in place during the entire project for field employees/inspectors to verify qualification for the specific butt fusion machine in use. Consideration should be used for the Tag material which will last for the duration of the project (plastic coated, plastic, water proof).

### Sample Tag

#### Qualified Butt Fusion Machine

(Company/Owner Name Here)

Make: \_\_\_\_\_ Model: \_\_\_\_\_  
Serial Number: \_\_\_\_\_  
Qualification Number: \_\_\_\_\_  
Qualification Date: \_\_\_\_\_  
Employee Issuing Qualification: \_\_\_\_\_  
Employee Number: \_\_\_\_\_

○ (hole for zip tie attachment)

# MAB-6 APPENDIX C: HDPE CONNECTION INSPECTION FORM

Project Name: \_\_\_\_\_

Project Number: \_\_\_\_\_

Inspector Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Contractor Contact#: \_\_\_\_\_

## HYDRAULIC BUTT FUSION

Did the operator complete an inspection of equipment for cleanliness and proper operation?	Yes	No
Did the operator clean pipe ends?	Yes	No
Were the pipe ends faced to the facer stops?	Yes	No
Were shavings and chips removed after facing pipe?	Yes	No
Did the facer stop rotating before the jaws were opened?	Yes	No
When pipe ends were brought together under facing pressure, were visual gaps observed?	Yes	No
Did the operator check alignment of pipe ends?	Yes	No
Was the operation checked for pipe slippage at fusion pressure and pipe ends kept closed?	Yes	No
Were hydraulic extension hoses used?	Yes	No
Was drag pressure verified? Yes ___ No ___	Drag Pressure observed (psi)	
How was Theoretical Fusion Pressure Calculated?		
<input type="checkbox"/> Data logger device		
<input type="checkbox"/> Fusion Pressure Calculator	Theoretical pressure (psi)	(psi)
<input type="checkbox"/> Equipment manufacturer's calculator		
<input type="checkbox"/> Formula		
What was the observed gauge pressure (Theoretical Fusion Pressure +Drag) that was used to fuse the pipe?		(psi)
Was the heater cleaned and the surface temperature checked with a pyrometer?	Yes	No
What was the observed pyrometer temperature reading? (°F)		
Recommended shift sequence followed?	Yes	No
Did the bead size against the heater meet the standard before heater removal?	Yes	No
Was the pipe interfacial area inspected for complete melt after heater removal?	Yes	No
Did the pipe Interfacial area appear flat and smooth with no un-melted areas?	Yes	No
Was the heater removal time acceptable in accordance with the Standard?	Yes	No
Is the finished bead size uniform and acceptable in accordance with the Standard?	Yes	No
Completed cooling cycle time (under fusion pressure)	Minutes Seconds	
If used, is the Operator proficient with Data logger setup and operation	Yes	No
Was this hydraulic butt fusion joint fabricated with adopted fusion procedure?	Yes	No
Was this hydraulic butt fusion joint accepted?	Yes	No

Installer Name: \_\_\_\_\_ Installer Qualification Date: \_\_\_\_\_

Qualification Issued By: \_\_\_\_\_

Inspector Company: \_\_\_\_\_ Fusion Qualification Date: \_\_\_\_\_

Qualification issued by: \_\_\_\_\_

Inspector Signature \_\_\_\_\_ Date \_\_\_\_\_

Comments.....  
.....



## MAB-6 APPENDIX B: HDPE EQUIPMENT QUALIFICATION

Project Name: \_\_\_\_\_ Project Number: \_\_\_\_\_  
Inspector Name: \_\_\_\_\_ Employee Number: \_\_\_\_\_  
Contractor Name: \_\_\_\_\_ Contractor Contact/ #: \_\_\_\_\_  
Date: \_\_\_\_\_

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### ANCILLARY TOOLING

Several other tools are required for successful fusion of HDPE and should be checked/qualified before fusion is allowed.

#### Peeler

Rotary peelers are the preferred tooling for removing oxidation from the exterior pipe wall.

- Does provided peeler move freely around pipe surface? ☐ Yes ☐ No
- Is peeler clean, free of damage, and moving parts operate freely? ☐ Yes ☐ No
- Does peeler blade remove a min 0.007" of material in a continuous peel? ☐ Yes ☐ No
- Does peeler blade remove a max 0.015" of material in a continuous peel? ☐ Yes ☐ No
- Does provided peeler cover all diameters specified? ☐ Yes ☐ No
- Does peel path overlap with each revolution on pipe leaving no space between revolutions? ☐ Yes ☐ No

#### Alignment Clamps

- Are provided alignment clamps intended for HDPE fusion? ☐ Yes ☐ No
- Are clamps and moving parts free of damage? ☐ Yes ☐ No
- Do provided clamps cover all diameters specified? ☐ Yes ☐ No

#### Extension Cords (between generator and fusion machine/power supply)

- Is 25 foot extension cord a minimum of #10/3 conductor? ☐ Yes ☐ No
- Is 50 foot extension cord a minimum of #8/3 conductor? ☐ Yes ☐ No

#### Surface Cleaning

- Is provided isopropyl alcohol 96% (minimum) alcohol? ☐ Yes ☐ No
- Are provided wipes/towels/rags lint free and in original packaging? ☐ Yes ☐ No
- Are pipe markers petroleum-free? ☐ Yes ☐ No

#### Torque Wrenches

- Is there a proof of annual and current calibration? ☐ Yes ☐ No
- Last calibration date \_\_\_\_\_

#### Pipe Rollers/Support Stands

- Do support rollers move freely? ☐ Yes ☐ No

## MAB-6 APPENDIX D: HDPE PRESSURE TESTING FORM

Project Name: \_\_\_\_\_

Project Number: \_\_\_\_\_ Inspector Name: \_\_\_\_\_

Employee Number: \_\_\_\_\_ Date: \_\_\_\_\_

1. Testing medium (usually water): ☐ Water ☐ Other \_\_\_\_\_
2. Test procedure used: ☐ ASTM F2164 ☐ Other \_\_\_\_\_
3. Test Pressure (psig): \_\_\_\_\_
4. Test Duration (hours): \_\_\_\_\_
5. Was all air vented from pipe before testing? ☐ Yes ☐ No
6. Pressure recording chart or pressure log (monitor pressure during expansion and test phases at 15-minute intervals minimum): Time of Day: \_\_\_\_\_ Pressure (PSIG) \_\_\_\_\_
7. Pressure versus makeup water chart (time of day, measure pressure (PSIG), amount of makeup water (gallons):  
Time of Day: \_\_\_\_\_ Pressure (PSIG) \_\_\_\_\_ Makeup Water (gallons) \_\_\_\_\_
8. Pressure at highest location (psig): \_\_\_\_\_ Pressure at lowest elevation (psig): \_\_\_\_\_
9. Elevation at point test pressure is measured (ft): \_\_\_\_\_
10. Ambient Temperature (°F): \_\_\_\_\_ Weather Conditions: \_\_\_\_\_
11. Pipe Manufacturers: \_\_\_\_\_ Valve Manufacturers: \_\_\_\_\_
12. Pipe specifications and/or standards (ASTM, AWWA, etc.): \_\_\_\_\_
13. Test Section Diameter: \_\_\_\_\_ Test Section Length: \_\_\_\_\_  
Location: \_\_\_\_\_ Tested components: \_\_\_\_\_
14. Were all joints exposed? ☐ Yes ☐ No
15. Description of any leaks, failures, and their repair/disposition:  
\_\_\_\_\_

16. Did pressure change less than 5% during test period? ☐ Yes ☐ No

17. Person or Contractor (name) performing test: \_\_\_\_\_

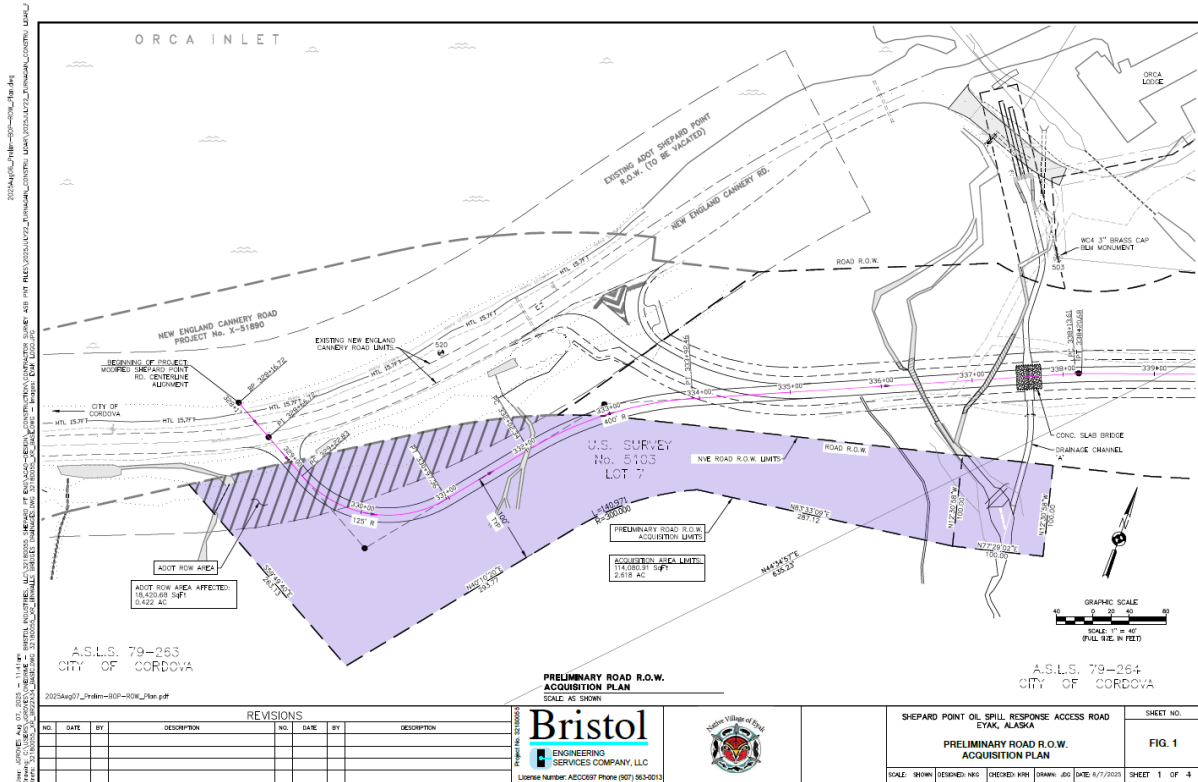
18. Test start time: \_\_\_\_\_ Test completion time: \_\_\_\_\_ Date of test: \_\_\_\_\_

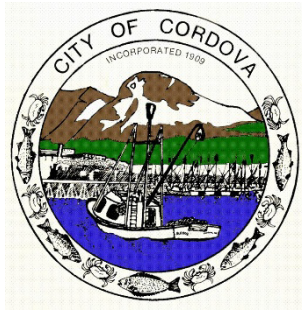
(Modified from AWWA M55, 1<sup>st</sup> Ed., Hydrotesting and Commissioning, Chapter 9, Page 130 and input from the City of Ft. Wayne "Test Procedures for HDPE Pressure Pipe")

## EXHIBIT D

### Replat Drawing – Roadway Dedication

Purchaser has agreed to complete a replat of the Real Property, at Purchaser's sole cost and expense, to provide for a right-of-way dedication to the City of Cordova for the portion of the relocated Shepard Point Road, which right of way is shown below:





**AGENDA ITEM # 11**  
**City Council Meeting Date: 02/04/26**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Colette Gilmour, Deputy City Clerk

**DATE:** Wednesday February 4, 2026

**ITEM:** Resolution 02-26-03 Authorizing eligible applications for 2026 property tax exemptions under the senior citizen and disabled veteran exemption and the nonprofit exemption.

**NEXT STEP:** Decision on Approval of Resolution 02-26-03

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☐ ORDINANCE  
☒ RESOLUTION

☐ INFORMATION  
☐ MOTION

---

**I. REQUEST OR ISSUE:** Requested Actions: Decision on Approval of Resolution 02-26-03.  
Legal Descriptions: Multiple Property Tax Accounts, consisting of 3 Non-Profits, 9 Disabled Veterans, and 214 Senior Citizens

**II. RECOMMENDED ACTION / NEXT STEP:** Staff suggest the following motion: “I move to approve Resolution 02-26-03.”

**III. FISCAL IMPACTS:** Property tax exemptions are required by state statute and Cordova municipal code. As more properties become exempt, more of the property tax burden falls to taxable properties. Unfortunately, there are additional applicants each year as property owners reach age 65 and legally qualify for the senior citizen property tax exemption. City staff administers the program and has denied applicants that do not meet the specific requirements. It is a time-consuming and onerous program to administer but the more scrutiny given to the process, the more equitable the program.

**IV. BACKGROUND INFORMATION:** In addition to the eligibility requirements outlined in CMC 5.06, senior citizens and disabled veteran property exemptions are also subject to the general provisions of CMC 5.07.010. This section of code outlines the City’s authority to verify continued eligibility and take action if eligibility requirements are no longer met. Approval of an exemption does not waive these requirements, and although an applicant who qualifies for the exemption does not need to file an application for successive tax years, applicants must remain compliant with no changes in ownership, in residency or permanent place of

abode, or other factors affecting qualification for the exemption throughout the exemption period and following years. Qualified Disabled Veterans must also show a letter of disability percentage greater than 50% every year.

In addition to the eligibility requirements outlined in CMC 5.06, nonprofit exemptions are also subject to the general provisions of CMC 5.07.020. Nonprofit exemptions are for property used exclusively for nonprofit religious, charitable, cemetery, hospital, or educational purposes. Applicants must show nonprofit status, describe how the property is used, and if income is generated, the exemption may be limited or denied depending on whether the income exceeds the actual cost of use. The City may request documentation to verify continued compliance, and nonprofits are responsible for reporting any changes that could impact the exemption.

**V. LEGAL ISSUES:** Certain property tax exemptions are mandated under state law and are administered by the City pursuant to the Cordova Municipal Code. Exemptions may only be granted to applicants who meet all applicable code requirements. An applicant for exemption or deferral under Chapters 5.06 and 5.07 may appeal a determination of the city directly to the superior court as provided by rules of court applicable to appeals from the decisions of administrative agencies or may first appeal to the board of equalization as provided by law.

**VI. SUMMARY AND ALTERNATIVES:** City Council could choose to (1) approve the exemption list as presented, or (2) request staff seek additional verification or review eligibility of an individual account listed if credible information is presented indicating that the account may not qualify.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 02-26-03**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AUTHORIZING ELIGIBLE APPLICANTS FOR 2026 PROPERTY TAX EXEMPTIONS**

**WHEREAS**, applications for property tax exemptions were submitted pursuant to CMC 5.06; and

**WHEREAS**, a person who qualifies for an exemption under CMC 5.07.010 is exempt from taxation on the first \$150,000 dollars of the assessed value of the real property; and

**WHEREAS**, a property used exclusively for nonprofit religious, charitable, cemetery, hospital, or educational purposes is exempt from taxation under CMC 5.07.020 except for the property or a part of the property which rentals or income are derived; and

**WHEREAS**, certain exemptions listed in Attachment A, were previously approved and continue into the 2026 tax year without the requirement of a new application, provided the exemptee remains eligible under all applicable criteria; and

**WHEREAS**, the clerk's office has reviewed the new exemption applications submitted for the 2026 tax year and determined the applications of those listed in Attachment A are complete and eligible; and

**WHEREAS**, a public hearing was held on February 4, 2026, as required by CMC 5.06.030; and

**WHEREAS**, the city council authorized the property tax exemption criteria set forth in this application, which has been adopted by Ordinance No. 1217, pursuant to the requirements of AS 29.45.030; and

**WHEREAS**, the city's authority and discretion to grant property tax exemptions is subject to the limitations of CMC 5.06, CMC 5.07, and any applicable state or federal laws.

**NOW, THEREFORE, BE IT RESOLVED** by the council of the City of Cordova, that the city clerk and assessor are authorized and directed to administer the approved exemptions in accordance with CMC Chapter 5 and applicable state law. Approved applications and supporting documentation shall be maintained in the official records of the City Clerk. Approval of an exemption under this resolution does not waive the requirement that the exemptee notify the city of any change affecting eligibility, and exemptions may be revoked if eligibility requirements are no longer met. Property tax exemptions specified in Attachment A is hereby authorized and approved for the 2026 tax year.

**PASSED AND APPROVED THIS 4<sup>th</sup> DAY OF FEBRUARY 2026**

\_\_\_\_\_  
Kristin Smith, Mayor

ATTEST:

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



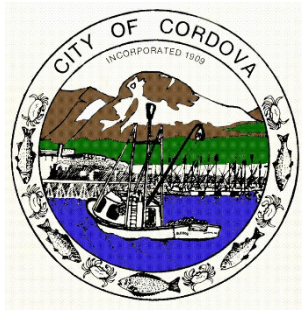
Exempt Type	Parcel Number	Last Name	First Name	Physical Address	Exempt Total	
Disabled Vet	02-273-412	BECKETT	SAMUAL	603 FIFTH ST	\$ 150,000.00	2026 Applicant
Disabled Vet	02-087-614	BLACKADAR	CHARLES	13 Alpine Falls Cir	\$ 150,000.00	
Disabled Vet	02-072-310	BRONSON	COLLIN R.	110 CABIN RIDGE RD	\$ 150,000.00	
Disabled Vet	02-087-604	CLARK	ALLEN	4 ALPINE FALLS CIR	\$ 150,000.00	
Disabled Vet	02-086-335	FROHNAPFEL	MARK	813 WOODLAND Dr	\$ 150,000.00	
Disabled Vet	02-072-503	KIMBER	KEVIN	605 Alder St	\$ 150,000.00	2026 Applicant
Disabled Vet	02-106-709	LADD	WESLEY	120 Heney Creek Ln	\$ 150,000.00	
Disabled Vet	02-087-415	SCHNEIDER	DANIEL	1914 COPPER RIVER HWY	\$ 150,000.00	
Disabled Vet	02-099-227	VANDERNAALT	JORDAN	115 SADDLE POINT DR	\$ 150,000.00	2026 Applicant
NON	02-072-595	ALASKA NETWORK ON DV & SEXUAL ASSULT		1215 LAKE AVE	\$ 577,200.00	
NON	05-017-300	PWS SCIENCE CENTER		COPPER RIVER HWY MI 13	\$ 152,300.00	
NON	02-041-500	PWS SCIENCE CENTER & TECHNOLOGY CENTER		700 NEW ENGLAND CANNERY RD	\$ 13,447,090.00	
SRC	02-072-633-11	ACOBIA	ROLLY	1020 LAKE AVE #11	\$ 39,000.00	2026 Applicant
SRC	02-273-466-13	ADAJAR	WILFREDO	711 SIXTH ST #13	\$ 20,800.00	
SRC	02-273-469-03	ADAJAR	VALERIE	711 6TH ST #3	\$ 35,600.00	2026 Applicant
SRC	02-473-464	ADAMS	DEBRA	103 FISHERMAN AVE	\$ 150,000.00	
SRC	02-473-440	ALBER	LOUIE	107 FISHERMAN AVE	\$ 150,000.00	2026 Applicant
SRC	02-273-568	ALLEN	TAMARA	608 FIFTH ST	\$ 150,000.00	
SRC	02-273-397	ANDERSEN	THOMAS	409 ADAMS AVE	\$ 150,000.00	
SRC	02-273-426	ANDERSON	NEWELL	706 FOURTH ST	\$ 150,000.00	2026 Applicant
SRC	02-086-303	APPLETON	CYNTHIA	814 WOODLAND DR	\$ 150,000.00	2026 Applicant
SRC	02-072-630-02	ARCALAS	BONIFACIO	1020 LAKE AVE #2	\$ 36,000.00	
SRC	02-083-403	BABIC	HEIDI	209 WHISKEY RIDGE RD	\$ 150,000.00	
SRC	03-075-420	BABIC	RUSSELL	265 EYAK DR	\$ 150,000.00	
SRC	03-074-645	BAILEY	WILLIAM A. III	210 EYAK DR	\$ 150,000.00	
SRC	02-273-410	BAILEY	DONALD	605 FIFTH ST	\$ 150,000.00	
SRC	02-060-306	BANKS	LOREN	222 FIRST ST	\$ 150,000.00	
SRC	02-071-530	BARNES TRUST	STEPHEN RAY	1403 POWER CREEK RD	\$ 150,000.00	
SRC	02-173-781	BARTLEY	TERRY	105 W COUNCIL AVE	\$ 107,870.00	
SRC	02-060-060	BECKETT	BARRY	301 FIRST ST	\$ 150,000.00	
SRC	02-072-568	BEEDLE	ROBERT	609 SPRUCE ST	\$ 150,000.00	
SRC	02-099-415	BEHYMER	ROGER	121 PRINCE WILLIAM MARINA RD	\$ 150,000.00	
SRC	02-373-507	BELGARDE	CHRISTINE	106 S SECOND ST	\$ 150,000.00	
SRC	02-273-850	BENDZAK	GERALD	502 COUNCIL AVE	\$ 150,000.00	
SRC	02-083-504	BERCELI	ROBERT	2003 WHITSHED RD	\$ 150,000.00	
SRC	02-084-593	BERNARD	WILLIAM	1029 WHITSHED RD	\$ 150,000.00	
SRC	02-473-908-A	BIRD	NANCY	101 LAKE AVE	\$ 150,000.00	
SRC	02-273-421-A	BISHOP	MARY	700 FOURTH ST	\$ 150,000.00	2026 Applicant
SRC	02-072-372	BLAKE	KORY L	708 EIGHTH ST	\$ 150,000.00	
SRC	02-070-330	BLAKE	ROBIN	1917 POWER CREEK RD	\$ 150,000.00	
SRC	02-060-455	BOCCI	JOHN	103 DAVIS AVE	\$ 150,000.00	2026 Applicant
SRC	02-098-310	BRANSHAW	DAVID	2180 WHITSHED RD	\$ 150,000.00	2026 Applicant
SRC	02-106-786	BRANSHAW	DENISE	3100 WHITSHED RD	\$ 150,000.00	
SRC	02-072-800-3	BRITT	MARY	804 CHASE AVE	\$ 150,000.00	
SRC	02-273-201	BRUCE	RANDALL	200 ADAMS AVE	\$ 150,000.00	
SRC	02-072-930-07	BULLER	JEANINE	1400 LAKESHORE DR #7	\$ 25,700.00	
SRC	02-083-346	BULLIS	RALPH GORDON	1805 WHITSHED RD	\$ 146,400.00	
SRC	02-086-533	BURCHAM	MILO	1805 LAKE VIEW DR	\$ 150,000.00	2026 Applicant
SRC	02-273-467	BURTON	AUDREY	711 SIXTH ST	\$ 150,000.00	
SRC	02-084-300-AA1	CAMPBELL	JOHNNY	1006 WHITESHED RD #AA1	\$ 13,800.00	2026 Applicant
SRC	02-373-162	CAMPBELL	BRUCE D	314 RAILROAD ROW	\$ 150,000.00	
SRC	02-473-505	CARPENTER	DANNY	202 S SECOND ST	\$ 150,000.00	2026 Applicant
SRC	02-068-510	CARROLL	CHARLETTE	4003 COPPER RIVER HWY	\$ 150,000.00	
SRC	02-072-630-03	CASABAR	BEVERLY	1020 LAKE AVE #3	\$ 15,500.00	
SRC	02-072-630-03	CASABAR	BEVERLY	1020 LAKE AVE #3	\$ 15,500.00	2026 Applicant
SRC	02-060-759-A	CASCIANO	RICHARD	406 FRONT ST	\$ 150,000.00	

SRC	02-099-225	CASEMENT	JAMES	111 SADDLE POINT DR	\$ 150,000.00	
SRC	02-072-580	CAVE	ALAN	600 SPRUCE ST	\$ 150,000.00	
SRC	02-090-360	CHAPPELL	WARREN JR	101 FIVE MILE LOOP RD	\$ 150,000.00	
SRC	02-060-846	CHESHER	DIXIE	411 COUNCIL ST	\$ 150,000.00	
SRC	02-273-306	CHURCH	DARLA	512 THIRD ST	\$ 150,000.00	
SRC	02-071-357	COBB	WILLIAM	107 KIMMICK WAY	\$ 150,000.00	
SRC	08-001-120	COLLINS	RICHARD	5101 WHITSHED RD A & B	\$ 150,000.00	
SRC	02-086-501	COOK, JR	JOE	117 MT ECCLES ST	\$ 51,500.00	
SRC	02-072-660-04	CRONK	DENNIS	940 LAKE AVE #4	\$ 31,000.00	
SRC	02-069-250-A	CUNNINGHAM	GLORIA	3500 COPPER RIVER HWY	\$ 150,000.00	
SRC	02-473-401	CURRAN	HARRY	103 SAWMILL AVE	\$ 133,000.00	
SRC	02-060-754	CURRAN	DEVENA	124 W DAVIS AVE	\$ 150,000.00	
SRC	02-473-403	CURRAN	HARRY	105 SAWMILL AVE	\$ 17,000.00	
SRC	02-072-274	DEBRULER	JEAN	601 LAKE AVE	\$ 150,000.00	
SRC	02-072-554	DONACHY	MARK	1001 YOUNG DR	\$ 150,000.00	
SRC	02-084-300-6C	EBERHART	MICHAEL	1006 WHITSHED RD C6	\$ 33,100.00	2026 Applicant
SRC	02-106-715	ECOLANO	LINDA	100 SAWMILL BAY RD	\$ 150,000.00	
SRC	03-071-525	EIKE	DAVID	120 OLSEN ST	\$ 61,800.00	
SRC	02-072-834	ERBEY	DAVIS	924 CENTER DR	\$ 150,000.00	
SRC	02-072-374	ERMOLD	SHARON	706 EIGHTH ST	\$ 150,000.00	
SRC	02-072-930-03	ERVIN	SUE	1400 LAKESHORE DR #3	\$ 41,100.00	
SRC	02-273-247	ESPEJO	FLORENCIO	701 FOURTH ST	\$ 16,100.00	
SRC	02-273-246	ESPEJO	FLORENCIO	701 FOURTH ST	\$ 55,600.00	
SRC	02-072-633-05	FAULKNER	PATIENCE	1020 LAKE AVE #5	\$ 32,200.00	2026 Applicant
SRC	02-072-561	FILLINGHAM	PHILIP	606 CEDAR ST	\$ 150,000.00	
SRC	02-072-541	FISHER	WILLIAM	605 CEDAR ST	\$ 150,000.00	
SRC	02-072-358	FOX	TINA	714 SEVENTH ST UNTI D	\$ 150,000.00	2026 Applicant
SRC	02-273-281	FULTON	JUDY	309 ADAMS AVE	\$ 150,000.00	
SRC	02-473-452	GALAMBUSH	MICHAEL	117 FISHERMAN AVE	\$ 135,300.00	
SRC	02-373-208-A	GAPPE	ALMA	201 LAKE AVE	\$ 143,700.00	
SRC	02-373-209-A	GAPPE	ALMA	201 LAKE AVE	\$ 4,000.00	
SRC	02-373-210-A	GAPPE	ALMA	201 LAKE AVE	\$ 2,300.00	
SRC	02-072-660-17	GASMAN	ANGELINA	940 LAKE AVE #17	\$ 27,200.00	2026 Applicant
SRC	02-106-517	GILLESPIE	LANNY	160 PRINCE WILLIAM MARINA R	\$ 150,000.00	
SRC	03-075-340	GLASEN	DANNY	280 EYAK DR	\$ 150,000.00	
SRC	02-273-576	GLASEN	MICHAEL	614 FIFTH ST	\$ 150,000.00	
SRC	02-273-421	GONZALEZ	MARY	402 ADAMS AVE	\$ 150,000.00	
SRC	02-060-410	GOODRICH	RONALD O	327 FIRST ST	\$ 150,000.00	
SRC	02-071-352	GRAHAM	GARY	102 KIMMICK WAY	\$ 150,000.00	
SRC	02-060-412	GRINDLE	IRA FREDERICK	331 FIRST ST	\$ 150,000.00	
SRC	02-083-411	GROFF	RICHARD	201 WHISKEY RIDGE RD	\$ 150,000.00	
SRC	03-070-670	HAGMULLER	WOLFGANG	135 EYAK DR	\$ 150,000.00	
SRC	02-061-824	HALL	MARK	105 CABIN RIDGE RD	\$ 150,000.00	
SRC	02-072-800-2	HAMILTON	CHRIS	802 CHASE AVE	\$ 150,000.00	
SRC	02-028-200	HAMM	GREGORY	5100 POWER CREEK RD	\$ 150,000.00	
SRC	02-099-217	HAMMER	TINA	101 CREST CIR	\$ 150,000.00	
SRC	03-055-285	HANSON	BARBARA	161 FIVE MILE LOOP RD	\$ 150,000.00	
SRC	02-072-425	HARDING	SUSAN	601 COUNCIL AVE	\$ 150,000.00	
SRC	02-086-503	HARRIS	ROCK	115 MT ECCLES ST	\$ 150,000.00	2026 Applicants
SRC	02-173-323	HARVILL	JOHN	701 RAILROAD AVE	\$ 150,000.00	
SRC	02-373-525-A	HAWXHURST	DORNE	904 CLIFF TRL	\$ 150,000.00	2026 Applicant
SRC	02-099-265	HEAD	DAVID	100 CLARK CIRCLE	\$ 150,000.00	2026 Applicant
SRC	02-273-373	HEIDBRINK	MARK	402 COUNCIL AVE	\$ 150,000.00	
SRC	02-072-858	HINDE	RONALD	907 CENTER DR	\$ 150,000.00	2026 Applicant
SRC	02-473-506	HITE	CHRISTINE	210 S SECOND ST	\$ 150,000.00	
SRC	02-106-713	HONKOLA	RAYMOND	2900 WHITSHED RD	\$ 150,000.00	
SRC	03-075-325	HOPKINS	JACK	250 EYAK DR	\$ 150,000.00	
SRC	03-070-655	HOWARD	BILL	165 EYAK DR	\$ 150,000.00	2026 Applicant
SRC	02-065-400	JACKSON	JOHN M	2900 POWER CREEK RD	\$ 150,000.00	

SRC	02-373-178	JENSEN	BARBARA	201 BOARDWALK WAY	\$ 150,000.00	
SRC	02-106-594	JOHANNESSEN	SUE	2750 WHITSHED RD	\$ 150,000.00	
SRC	02-373-603	JOHNSON	JOHN D	1023 WHITSHED RD	\$ 150,000.00	
SRC	02-072-874	JOHNSTON	KRIS	903 LEFEVRE ST	\$ 150,000.00	
SRC	02-067-375	JONES	DEBRA	101 VINA YOUNG RD	\$ 150,000.00	
SRC	02-067-410	JONES	VICTOR	111 VINA YOUNG RD	\$ 150,000.00	
SRC	02-083-328	KALLANDER	PATRICIA	126 E Henrichs Loop Rd	\$ 150,000.00	2026 Applicant
SRC	02-473-493	KEOGH	DENIS	207 S SECOND ST	\$ 150,000.00	
SRC	02-473-601	KIMBAROW	TAYLOR JAMES	308 S SECOND ST	\$ 150,000.00	
SRC	02-273-321	KING	SANDRA	511 FOURTH ST	\$ 150,000.00	
SRC	02-060-791	KOKBORG	ERIK	402 SECOND ST	\$ 133,000.00	
SRC	02-060-792	KOKBORG	ERIK	402 SECOND ST	\$ 16,100.00	
SRC	02-060-750	KOPCHAK	RJ	122 W DAVIS AVE	\$ 150,000.00	
SRC	02-273-871	KRITCHEN	KATHLEEN	510 BROWNING AVE	\$ 150,000.00	
SRC	02-046-350	KRITCHEN	LYLE	4100 POWER CREEK RD	\$ 150,000.00	
SRC	02-273-319	KRUTHOF	HENDRIK	515 FOURTH ST	\$ 150,000.00	
SRC	02-071-356	LADD	JACKIE	110 KIMMICK WAY	\$ 150,000.00	
SRC	02-373-515	LAIRD	SUSAN	910 CLIFF TRL	\$ 14,100.00	
SRC	02-373-522	LAIRD	SUSAN	910 CLIFF TRL	\$ 101,800.00	
SRC	02-273-331	LANDALUCE	JOY	501 Fourth St	\$ 150,000.00	2026 Applicant
SRC	02-072-665	LAWSON	ALBERTA	1011 CHASE AVE	\$ 150,000.00	
SRC	02-072-854	LEMASTER	JERRY	913 CENTER DR	\$ 150,000.00	
SRC	02-473-511	LINDOW	WILLAM	1103 PIPE ST	\$ 150,000.00	
SRC	02-173-432	LOBE	KENNETH	702 FRONT ST	\$ 150,000.00	
SRC	02-060-428	LOFORTE	GREGORY	319 FIRST ST	\$ 150,000.00	
SRC	02-373-311	LOHSE	LINDA	501 CHASE AVE	\$ 150,000.00	
SRC	02-072-510	MAKARKA	HELEN	1008 YOUNG DR	\$ 150,000.00	
SRC	02-373-164	MALLORY	JOHN	312 RAILROAD ROW	\$ 150,000.00	
SRC	02-273-437	MAXWELL	CYNTHIA	701 FIFTH ST	\$ 150,000.00	
SRC	02-086-150	MAXWELL	MICHAEL	1501 Copper River HWY	\$ 150,000.00	2026 Applicant
SRC	02-273-349	MCCRACKEN	ALBERTA	506 FOURTH ST	\$ 150,000.00	
SRC	02-273-484-04	MCCUNE	GERALD	711 Sixth St #4	\$ 39,500.00	2026 Applicant
SRC	02-072-590	MCDANIEL	JAMES	1213 LAKE AVE	\$ 150,000.00	
SRC	02-373-181	MICKELSON	MARGARET	206 LAKE AVE	\$ 150,000.00	
SRC	02-072-362	MOFFITT	MARLEEN	707 EIGHTH ST	\$ 150,000.00	
SRC	02-060-819	MOFFITT	STEVEN	408 THIRD ST	\$ 150,000.00	
SRC	02-473-482-A	MULVANEY	MARY	1000 PIPE ST	\$ 150,000.00	
SRC	02-072-562	MYERS	LEWIS	608 CEDER ST	\$ 132,900.00	2026 Applicant
SRC	03-071-535	NEWIRTH	FRED	131 BLACK SHEEP DR	\$ 150,000.00	
SRC	02-072-504	NICHOLS	MARTHA	607 ALDER ST	\$ 150,000.00	
SRC	02-072-711	NOLAN	PER	811 CHASE AVE	\$ 150,000.00	2026 Applicant
SRC	02-273-315-A	OGLE	SUSAN	303 BROWNING AVE	\$ 150,000.00	
SRC	02-063-230	O'TOOLE	KEVIN	2207 POWER CREEK RD	\$ 150,000.00	
SRC	02-106-588	PAHL	JAMES R	110 WILLIWAW WAY	\$ 150,000.00	
SRC	02-069-250	PALLAS	LOREEN E	3502 COPPER RIVER HWY	\$ 150,000.00	
SRC	02-099-221	PARSONS	BRIAN MITCHEL	111 CREST CIR	\$ 150,000.00	
SRC	02-072-766-B	PEARSON	WILLIAM	936 INGRESS ST	\$ 150,000.00	
SRC	02-086-523	PEGAU	WILLIAM	110 MT ECCLES ESTATES	\$ 150,000.00	2026 Applicant
SRC	02-083-405	PETERSON	LENNY	207 Whiskey Ridge rd	\$ 150,000.00	2026 Applicant
SRC	03-075-395	PETTINGILL	GREG	115 GINKO DR	\$ 93,500.00	2026 Applicant
SRC	03-070-600	PETTIT	DOUGLAS	120 EYAK DR	\$ 150,000.00	
SRC	02-072-544	PHILLIPS	JEFFREY	1019 YOUNG DR	\$ 150,000.00	
SRC	02-072-838	PHILLIPS	TERRY	930 CENTER DR	\$ 150,000.00	
SRC	02-098-320	PIRTLE	STELLA	2300 WHITSHED RD	\$ 101,200.00	
SRC	02-072-704	POTTER	CAROL	919 CHASE AVE	\$ 148,400.00	
SRC	02-090-420	RANNEY	GAYLE	117 FIVE MILE LOOP RD	\$ 150,000.00	
SRC	02-273-203	REILLY	JOHN	700 SECOND ST	\$ 150,000.00	
SRC	03-071-431	RENNER	JOHN	111 OLSEN ST	\$ 150,000.00	
SRC	02-072-545	REYES	RABBI	1017 YOUNG DR	\$ 150,000.00	

SRC	02-083-419	ROEMHILDT	DONALD	106 E HENRICHS LOOP RD	\$ 150,000.00	
SRC	03-071-325	ROEMHILDT	KEN	6101 COPPER RIVER HWY	\$ 150,000.00	
SRC	02-072-286	RONNEGARD	LINNEA	705 SEVENTH ST UNIT B	\$ 150,000.00	
SRC	02-072-890	RONNEGARD	LENNETTE	1108 CHASE AVE	\$ 150,000.00	
SRC	02-071-410-22	RONNEGARD	SANDRA	1400 LAKESHORE DR #22	\$ 41,600.00	
SRC	02-072-836	ROSENTHAL	DAVID	926 CENTER DR	\$ 150,000.00	
SRC	02-106-795	RUBIO	DIANA	200 SAWMILL BAY RD	\$ 150,000.00	
SRC	02-061-814	SAIGET	DAVID	115 CABIN RIDGE RD	\$ 150,000.00	
SRC	02-473-409	SAMUELSON	FRANCES D.	109 SAWMILL AVE	\$ 150,000.00	
SRC	02-064-275	SAUNDERS	R CHARLENE	2600 POWER CREEK RD	\$ 150,000.00	
SRC	02-173-782	SCHULTZ	OSA	109 W COUNCIL AVE	\$ 150,000.00	
SRC	02-099-275	SCHULTZ	RUTH ANN	211 PRINCE WILLIAM MARINA R	\$ 150,000.00	
SRC	02-373-126	SCUTT	DONALD	204 BOARDWALK WAY	\$ 150,000.00	
SRC	02-072-742	SHAW	DONNITA R	711 CHASE AVE	\$ 150,000.00	
SRC	02-084-215	SHELLHORN	RICHARD	100 FORESTRY WAY	\$ 150,000.00	
SRC	02-060-630	SHERMAN	CATHY	401 DAVIS AVE	\$ 150,000.00	
SRC	02-373-152	SILVEIRA	RICHARD	408 RAILROAD ROW	\$ 150,000.00	
SRC	02-072-709-A	SMITH	ILA	900 INGRESS ST	\$ 150,000.00	2026 Applicant
SRC	03-070-595	SMITH	CHARLES	110 EYAK DR	\$ 150,000.00	
SRC	02-072-735	SMITH	ROBERT	702 LAKE AVE	\$ 150,000.00	
SRC	02-082-615	SMYKE	DANA	615 ECCLES LAGOON	\$ 150,000.00	
SRC	03-070-610	SONGER	BRENT	140 EYAK DR	\$ 150,000.00	
SRC	02-473-456	STAVIG	JON	121 FISHERMAN AVE	\$ 150,000.00	
SRC	02-273-353	STEELE	RUTH A	510 FOURTH ST	\$ 150,000.00	
SRC	02-072-584	STEFFEN	WILLIAM	608 SPRUCE ST	\$ 150,000.00	
SRC	03-075-320	STIMSON	PENELOPE	240 EYAK DR	\$ 150,000.00	
SRC	02-082-401	SWARTZBART	PAUL	401 ECCLES LAGOON	\$ 150,000.00	
SRC	02-273-392	TAYLOR	BRUCE	401 ADAMS AVE	\$ 150,000.00	
SRC	02-072-546	THOMAS	JOHN	1015 YOUNG DR	\$ 150,000.00	
SRC	02-373-511	THOMAS	THEA	112 S SECOND ST	\$ 150,000.00	
SRC	02-071-351	THORNE	SUE	95 KIMMICK WAY	\$ 150,000.00	
SRC	02-072-289	TIEDEMAN	ALAN BRUCE	705 SEVENTH ST UNIT E	\$ 150,000.00	
SRC	02-099-241	TIRRELL	TROY	120 CREST CIR	\$ 150,000.00	
SRC	02-084-300-4B	TOLETE	ALFREDO	1006 WHITSHED RD #4B	\$ 16,700.00	2026 Applicant
SRC	02-273-841	UJIOKA	DIANE	412 FOURTH ST	\$ 150,000.00	
SRC	02-072-850	UJIOKA	STEVEN	917 CENTER DR	\$ 150,000.00	
SRC	02-273-315	URATA	GILBERT L	301 BROWNING AVE	\$ 150,000.00	
SRC	02-083-508	VAN SANT	MAE	1909 WHITSHED RD	\$ 150,000.00	
SRC	02-373-517	VANDENBROEK	MARVIN	118 S SECOND ST	\$ 150,000.00	
SRC	02-072-535	VELASCO	REYNALDO	610 BIRCH ST	\$ 150,000.00	
SRC	02-473-484	WEBBER	MICHAEL	301 S SECOND ST	\$ 150,000.00	2026 Applicant
SRC	02-087-310	WEBBER	JAMES	2108 COPPER RIVER HWY	\$ 150,000.00	
SRC	02-083-512	WEST	ELIZABETH A	100 WHISKEY RIDGE RD	\$ 150,000.00	
SRC	03-075-410	WIDMANN	DOROTHY	245 EYAK DR	\$ 150,000.00	
SRC	03-071-625	WIESE	ROBERT	170 EYAK DR	\$ 150,000.00	2026 Applicant
SRC	02-373-160	WIESE	HENRY	400 RAILROAD ROW	\$ 150,000.00	
SRC	03-070-660	WIESE	JOHN	155 EYAK DR	\$ 150,000.00	
SRC	03-071-300	WILSON	JOHN	166 EYAK DR	\$ 150,000.00	2026 Applicant
SRC	03-075-310	WILSON	ROY	220 EYAK DR	\$ 150,000.00	
SRC	03-075-380	WOODEN	GENE	185 EYAK DR	\$ 150,000.00	2026 Applicant
SRC	02-060-807	YARBROUGH	TRAVIS	401 THIRD ST	\$ 150,000.00	
SRC	02-084-595	YORK	BETTY	1025 WHITSHED RD	\$ 150,000.00	

\$ 44,306,460.00



**AGENDA ITEM # 12**  
**City Council Meeting Date: 02/04/26**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Colette Gilmour, Deputy City Clerk

**DATE:** Wednesday February 4, 2026

**ITEM:** Resolution 02-26-04 – Economic Development Property Tax Exemption authorizing a single-family residential exemption on Lot 3, Block 2, Whiskey Ridge Subdivision of \$150,000 off the assessed improvement value for eight years

**NEXT STEP:** Decision on Approval of Resolution 02-26-04

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☐ ORDINANCE  
☒ RESOLUTION

☐ INFORMATION  
☐ MOTION

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**I. REQUEST OR ISSUE:** Requested Actions: Decision on Approval of Resolution 02-26-04  
Legal Description: Lot 3, Block 2, Whiskey Ridge Subdivision

**II. RECOMMENDED ACTION / NEXT STEP:** Staff suggest the following motion: “I move to approve Resolution 02-26-04.”

**III. FISCAL IMPACTS:** Economic Development Property Exemptions are not automatic and are to be offered selectively when a project meets the requirements that demonstrate a clear public and long-term economic benefit within the City of Cordova. This can include additional housing, real estate, private investment, job creation, improving or developing property in a way that benefits the community and strengthens Cordova’s long-term tax base once the exemption period ends.

**IV. BACKGROUND INFORMATION:** In addition to the eligibility requirements outlined in CMC 5.06 and 5.06.020, economic development property tax exemptions are also subject to the general provisions of CMC 5.07.060. This section of code outlines the City’s authority to impose conditions on exemptions, verify continued compliance, and take action if a project does not proceed or operate as approved. Approval of an exemption does not waive these requirements, and applicants remain responsible for meeting all applicable conditions throughout the exemption period, including filing an annual report with the City.

**V. LEGAL ISSUES:** Property tax exemptions for economic development are permitted under Alaska law but must be applied consistently and in accordance with municipal code. Other Alaska municipalities have faced legal and policy challenges when exemption criteria or compliance requirements were unclear or inconsistently applied. An applicant for exemption or deferral under Chapters 5.06 and 5.07 may appeal a determination of the city directly to the superior court as provided by rules of court applicable to appeals from the decisions of administrative agencies or may first appeal to the board of equalization as provided by law.

**VI. SUMMARY AND ALTERNATIVES:** City Council must review the attached application and decide whether the project meets the requirements in city code and whether the economic and public benefits are sufficient to support granting temporary property tax exemption.

City Council could choose to (1) approve the Economic Development Property Exemption as presented, (2) direct staff to amend the exemption, or (3) not approve the exemption with findings as application or project does not meet exemption requirements set by CMC 5.06 and 5.07.060.



**CITY OF CORDOVA, ALASKA  
RESOLUTION 02-26-04**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AUTHORIZING A SINGLE-FAMILY RESIDENTIAL, ECONOMIC DEVELOPMENT  
PROPERTY TAX EXEMPTION ON LOT 3, BLOCK 2, WHISKEY RIDGE SUBDIVISION FOR  
EIGHT YEARS**

**WHEREAS**, it is in the City of Cordova's interest to authorize an economic development property tax exemption application submitted by Lenny and Karen Peterson in pursuant to CMC 5.06, for Lot 3, Block 2, Whiskey Ridge Subdivision, see application ("Attachment A"); and

**WHEREAS**, a person who qualifies for an economic development property exemption under CMC 5.07.060, single-family residential, may be exempted from property taxes on up to the first one hundred fifty thousand dollars of the assessed improvement value, for eight years; and

**WHEREAS**, the exemption goes into effect upon substantial completion of the development for which the exemption is sought; and

**WHEREAS**, "property used for economic development" as used in this section, means that part of real or personal property, as determined by the assessor, that is being developed or redeveloped in a manner intended to result in an outcome that causes an increase in, or avoids a decrease of, economic activity, gross domestic product, or the city tax base in such a manner that city council has determined an exemption or deferral from property tax is in the best interest of the Cordova community; and

**WHEREAS**, length and amount of exemption approved is at the sole discretion of the Cordova City Council; and

**WHEREAS**, the City Council authorized the economic development criteria set forth in this application, which has been adopted by ordinance, pursuant to the requirements of AS 29.45.050(m); and

**WHEREAS**, approval of this economic development property tax exemption application would primarily incentivize much needed additional housing for residents; and

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

Section 1. The City Clerk and Assessor is authorized and directed to grant an economic development property exemption to Lenny and Karen Peterson, in accordance with the terms in CMC 5.06 and 5.07.060. The exemption is for one hundred fifty thousand dollars off the assessed real property improvement value for a total of eight years.

Section 2. Evidence of satisfaction of ongoing exemption criteria set forth in the "Application" must be provided in the annual report form with an application fee set forth by the fee schedule, to maintain the property tax exemption. Failure to demonstrate ongoing satisfaction of the exemption criteria on an annual basis will result in the revocation of the exemption and all back taxes from the time of qualification coming due and payable; and

Section 3. If the property to be used for economic development is not developed or created within the time specified in the application, the city may immediately terminate the deferral and take any other action permitted by law including, but not limited to, collecting all property taxes accrued on the property during the construction deferral, collecting penalties and interest on the taxes owed from the date such taxes would have been due if no deferral had been granted, and attaching a tax lien to the property. (Ord. No. 1217, § 5, 8-7-2024, eff. 1-1-2025)

Section 4. The economic development property tax exemptions outlined here apply only to improvements to real property. The exemptions do not apply to the value of land on which the development or redevelopment is to be located.

Section 5. The exemptions under no circumstances transfer following sale of the real property for which an exemption has been granted.

**PASSED AND APPROVED THIS 4<sup>th</sup> DAY OF FEBRUARY 2026.**

\_\_\_\_\_  
Kristen Smith, Mayor

ATTEST:

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

**CITY OF CORDOVA, ALASKA  
ECONOMIC DEVELOPMENT PROPERTY  
TAX EXEMPTION APPLICATION**

**File two originals of this Application for any and each property for which you are seeking an economic development property tax exemption or deferral. The Application must be filed with the City Clerk no later than January 15 of the year the exemption is desired to take effect.**

**OFFICIAL USE ONLY**

Application #: 01-2026

Date Received: 12-30-26

**ECONOMIC DEVELOPMENT PROPERTY TAX EXEMPTION**  
**Cordova Municipal Code Section 5.07.060**

**Initial Application Fee \$300**

NOTICE: Application is to be filed with the City Clerk no later than January 15 of the year the exemption is desired to take effect.  
Use separate paper to completely answer questions if you need additional room.

**SECTION 1 – APPLICANT NAME AND MAILING ADDRESS**

Name of Applicant: **Lenny and Karen Peterson**

Type of Applicant: Individual    Sole Proprietorship    Partnership    Corporation    Other (explain)

Current Mailing Address: **PO Box 101  
Cordova, AK 99574**

Phone: **907-253-7791**

Email: **klpweld101@gmail.com**

**SECTION 2 – PROPERTY OWNER**

Full Legal Name of the Owner of the Property: **Lenny Peterson and  
Karen Murla Peterson** Title: **Owner**

Phone: **907-253-7791**

Email Address: **klpweld101@gmail.com**

**SECTION 3 – CONTACT PERSON**

Contact Person for this Application: **Karen Peterson** Title: **Owner**

Phone: **907-253-7791**

Email Address: **klpweld101@gmail.com**

**SECTION 4 – EXACT LOCATION FOR WHICH EXEMPTION IS SOUGHT**

Legal description of property for which this application is filed: **lot 3, block 2, subdivision Whiskey Ridge**

Property Parcel Identification Number(s): **02-083-405**

Street Address of this property: **207 Whiskey Ridge Rd.  
Cordova, AK 99574**

**SECTION 5 – PLANNED CONSTRUCTION**

Please describe the nature of the planned development at the Property, per the exemption guidelines above:

We are building a new home in Cordova and selling the duplex on Woodland Drive.  
This will be our only home and opening up the duplex for new tenants.

**SECTION 6 – COMMENCEMENT OF CONSTRUCTION**

Date you began, or will begin, construction at this location:

Foundation fall of 2024

Building spring of 2025

**SECTION 7 – PLANNED COMPLETION**

Date you plan to complete construction and/or qualify for a certificate of occupancy:

By mid October 2025

**SECTION 8 – TYPE OF DEVELOPMENT**

Type of Development: Condominiums/Townhomes

Single-Family Home

Mixed-Use Residential/Commercial

Commercial

Rehabilitation

Units: 1

Description of improvements to real property for which exemption is requested:

3 bedroom and 3 1/2 bath home with full garage under main floor

**SECTION 9 – LENGTH AND AMOUNT OF EXEMPTION**

Note: Applicant may request an exemption for the term and amount described in detail above. All exemptions pertain to the assessed value of all qualifying improvements to real property – no exemption shall be granted for land. Length and amount of exemption approved is at the sole discretion of the Cordova City Council.

Exemption sought: Economic Development Property Tax Exemption

Total number of years that applicant requests exemption: 8 years

**SECTION 10 – OTHER CONSIDERATIONS FOR EXEMPTION DETERMINATION**

Amount of total capital investment in the development or redevelopment of the Property: \$750,000.00

Commitment to local procurement and local hiring: N/A

List any products or services that are critical to your business that are not available locally or regionally: N/A

Commitment to increasing the availability of affordable housing: N/A

**SECTION 11 – RECORDS AND CERTIFICATES**

List and attach All inspection records and certificates obtained for the development or redevelopment of the Property are described here, and provided by Applicant as Attachment 1 to this Application:

City Building Permit  
House blue prints attached  
N/A fire inspection per fire marshal

**SECTION 12 – OCCUPANCY**

List and attach All listings, leases, and occupancy reports showing how Applicant qualifies for exemptions requiring proof of occupancy shall be provided by Applicant as Attachment 2 to this Application.

N/A

**CONTINUING PERFORMANCE:**

EVIDENCE OF SATISFACTION OF ONGOING EXEMPTION CRITERIA SET FORTH IN THIS APPLICATION MUST BE PROVIDED IN THE ANNUAL REPORT FORM TO MAINTAIN THE PROPERTY TAX EXEMPTION. FAILURE TO DEMONSTRATE ONGOING SATISFCATION OF THE EXEMPTION CRITERIA ON AN ANNUAL BASIS WILL RESULT IN THE REVOCATION OF THE EXEMPTION AND ALL BACK TAXES FROM THE TIME OF QUALIFICATION COMING DUE AND PAYABLE.



**DATE OF APPLICATION:**

I hereby request the adoption of an ordinance granting an economic development property tax exemption on the above property. In addition to the information included herein (including attachments, if any), I agree to furnish such other information as the City Council, City Clerk, or the City Assessor may request in regard to the exemption requested herein. I hereby certify that the information stated in this economic development property tax exemption application is true, correct and complete to the best of my knowledge and belief, including any attached statements, schedules, etc. (If prepared by someone other than the Property Owner, the owner's declaration is based on all information of which he/she has any knowledge.)

Owner Name and Title:

Signature:

Type or Print Name: **Karen Peterson, Owner**

Date:

PREPARER/AUTHORIZED AGENT – Name and Address:

Telephone:

E-mail:

Signature:

Type or Print Name:

Date:

***I CERTIFY:*** That the information I am supplying on and with this form is TRUE and CORRECT. I authorize the City of Cordova to obtain information necessary to verify my eligibility. If any person knowingly makes any false representations in any submission to the City related to an initial application for or review of a tax exemption or deferral under Chapter 5.07, that person shall be punishable by a fine as set forth in Chapter 1.28, of up to \$1,000/per fine, per day. Any misstatement of or error in fact may render an application null and void and may be cause for the revocation of any tax exemption or deferral adopted in reliance on such information.

Signature:  \_\_\_\_\_

Date: 12/5/25

**CITY ASSESSOR'S USE ONLY**

Total revenue available to the city for the current fiscal year from ad valorem tax sources: **\$9,222,870 (2025 un-audited, not including fish tax)**

Revenue lost to the City for the current fiscal year by virtue of all economic development property tax exemptions previously granted: \$ **0**

Estimate of the revenue which would be lost to the City during the current fiscal year if the exemption applied for were granted and the property for which the exemption is requested would otherwise have been subject to taxation:

**\$1,716.00 (building only, no land per code and calculated with current mill rate)**

Estimate of the taxable value lost to the City if the exemption applied for was granted:

**\$13,728.00 (assuming 8 years at a mill rate of 11.44)**

Improvements to real property: \$

I have determined that the stated use of the Property listed above meets the definition, as defined by Cordova Municipal Code 5.07.060, of economic development, namely the development or redevelopment of real property intended to result in an outcome that causes an increase in, or avoids a decrease of, economic activity, gross domestic product, or the City tax base in such a manner that City Council has determined, per the guidelines set forth herein, that an exemption or deferral from property tax is in the best interest of the Cordova community. The exemption falls under the classification of:

Single-Family Residential ☒ Affordable Housing \_\_\_\_\_ Multifamily Residential \_\_\_\_\_

Mixed-Use Development \_\_\_\_\_ Commercial Development \_\_\_\_\_ Rehabilitation \_\_\_\_\_

Last year for which exemption may be applied: **2034**



Signature, City Assessor:

1/29/2026

Date:

**\*Values from city and Appraisal Alaska- City Assessor**

## CITY OF CORDOVA

**BUILDING PERMIT APPLICATION**

City of Cordova, Alaska

INSTRUCTIONS	PERMIT TYPE	FEE
Print or type requested information. Incomplete applications will be returned to the applicant and will delay issuance of the permit. The Building Permit Application also serves as an application for a Zoning Compliance Certificate.	<input checked="" type="checkbox"/> Residential Building Permit	\$125
	<input type="checkbox"/> Multi-Family Building Permit	\$225
	<input type="checkbox"/> Commercial Building Permit	\$325
	<input type="checkbox"/> Industrial Building Permit	\$425

APPLICANT INFORMATION	
Name:	Karen & Lenny Peterson
Mailing Address:	PO Box 101
City/State/Zip:	Cordova, AK 99574
Phone Number:	907-253-7791
Email Address:	klpweld101@gmail.com

OWNER INFORMATION*	
Name:	Same
Mailing Address:	
City/State/Zip:	
Phone Number:	
Email Address:	

\*If different from applicant.


CONTRACTOR INFORMATION*	
Contractor Name & License No.:	Wilson Construction
Contractor Name & License No.:	Cordova Power Sports
Contractor Name & License No.:	
Contractor Name & License No.:	

\*List all contractors working on project. Contractors must have a Cordova Business License.

PROJECT INFORMATION	
Scope of Work:	build residential home
Construction Start Date:	7/5/2024
Estimated Cost:	500,000.00



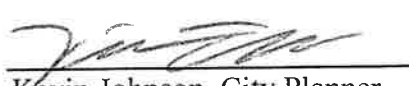
PROPERTY INFORMATION*	
Address:	Whiskey Ridge Subdivision 207 Whiskey Ridge Road
Legal Description:	Lot 2 Block 2 Whiskey Ridge
Tax Lot No.:	02-083-403
Zone District:	LDR

\*Planning Department can assist if unknown.

ADDITIONAL INFORMATION					
Describe Scope of Work in detail:		building a house			
Dimensions, height, and square footage of construction:			56x26 with a 8x26 step out		
1664sf garage, 1664sf main floor and 750sf loft			37 to peak		
Existing off-street parking spaces:					
Proposed off-street parking spaces:					
Required setbacks:	Front:	10	Proposed setbacks:	Front:	
	Rear:	15		Rear:	
	Left:	5		Left:	
	Right:	5		Right:	
Maximum zoning height:			Proposed height:		
OTHER QUESTIONS*					
Yes	X No	Will you be installing a septic system? If yes, please provide			
Yes	X No	Are you developing a new driveway that exits onto a State Road?			
Yes	X No	Does property contain drainages, creeks, wetlands, or other water features?			
X Yes	No	Will you be using fill to develop the lot?			
Yes	X No	Is this Building Permit for a Mobile Home?			
Yes	X No	Is the property within a Flood Plain?			
Yes	X No	Is your property within the Eyak Lake Area Meriting Special Attention?			
X Yes	No	Do you intend to get a Sales Tax Exemption Card (\$180)? <u>350</u>			
Yes	X No	Do you need to have a Site Plan Review (Zones WCP or WI)?			
*Additional information may be required as part of the application. See Planning Staff if you don't understand any of these questions.					
ATTACHMENTS					
For new construction or substantial changes:			Residential building larger than a three-plex or any Commercial or Industrial building:		
X Detailed Plot Plan			Fire and Life Safety Review		
X Front Elevation Drawing			Other:		
X Side Elevation Drawing					
Recommended:					
As-Built Survey					
Photos					
Additional Permits:					
Variance Permit					
Conditional Use Permit			☐		
APPLICANT CERTIFICATION					
By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting site inspections.					
Applicant Signature:				Date: <u>7/10/24</u>	
Print Name and Title:		<u>Karen Peterson owner</u>			

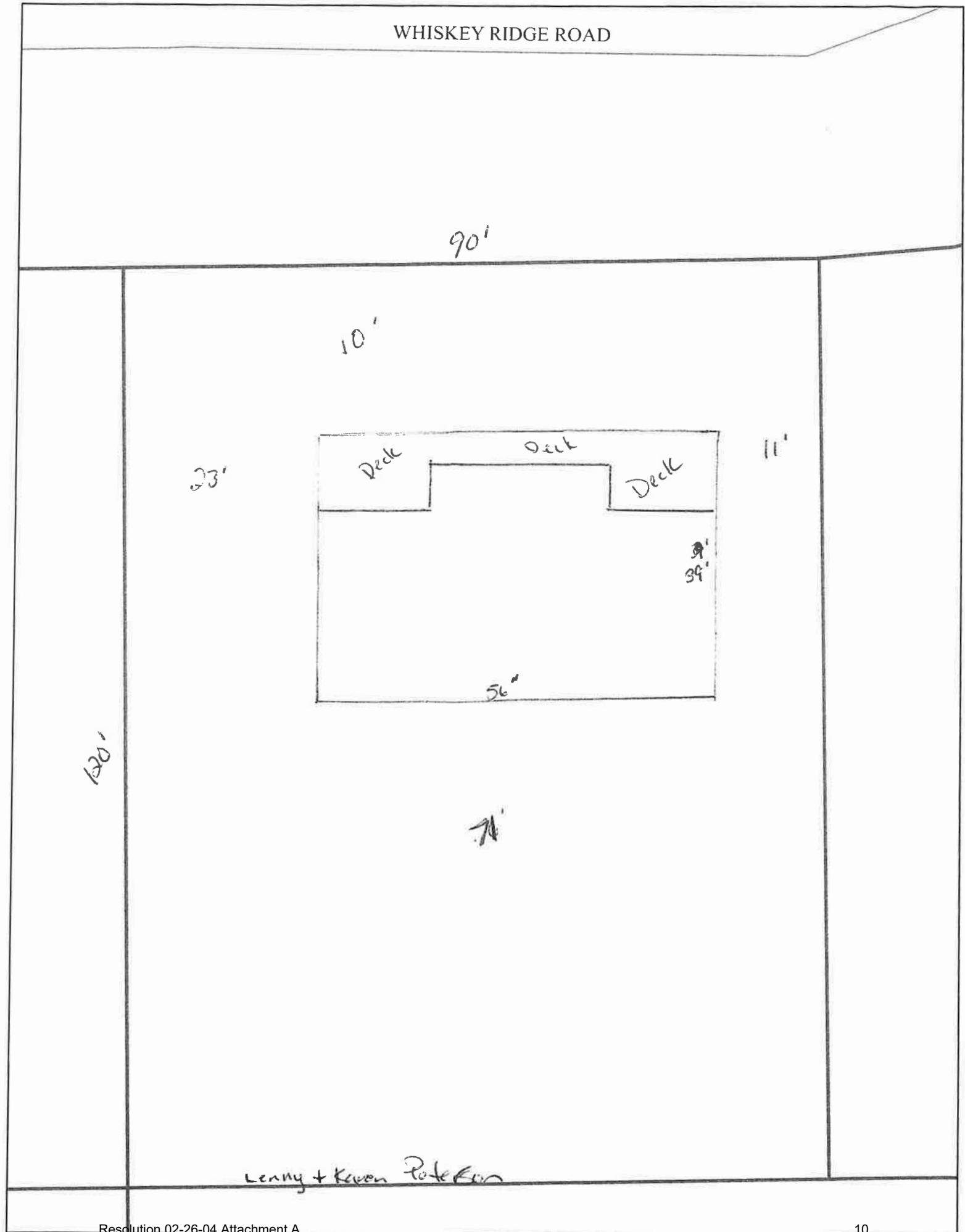
# PERMIT

## City of Cordova, Alaska

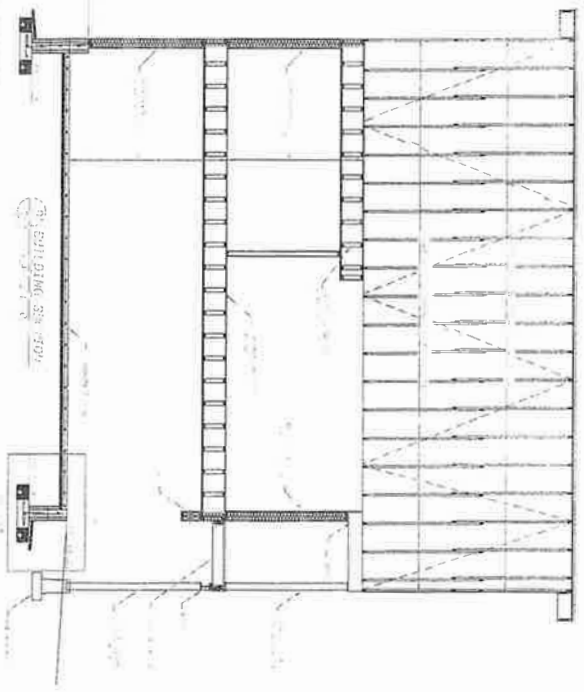
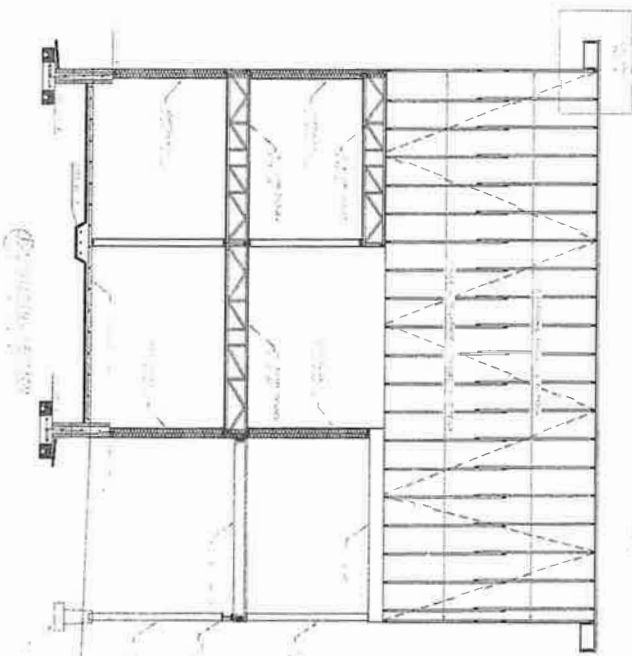
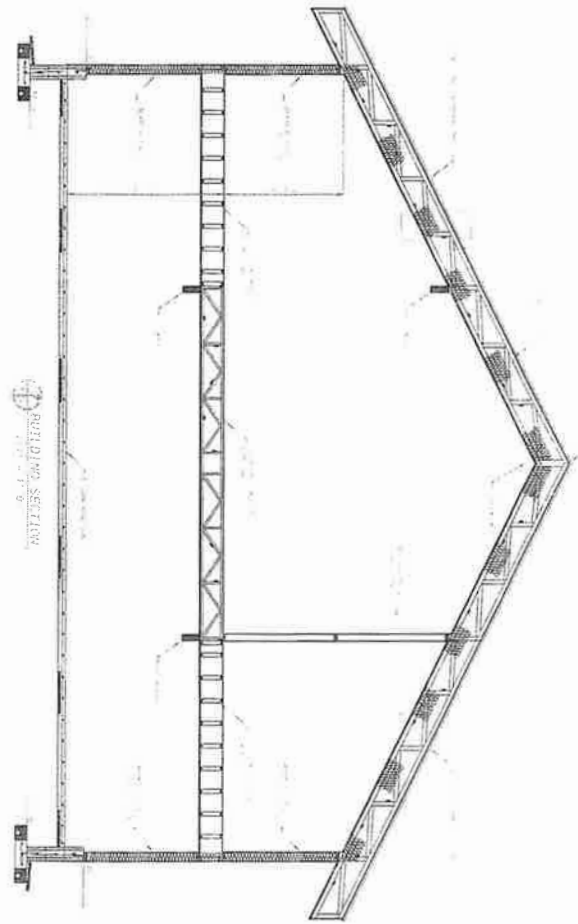
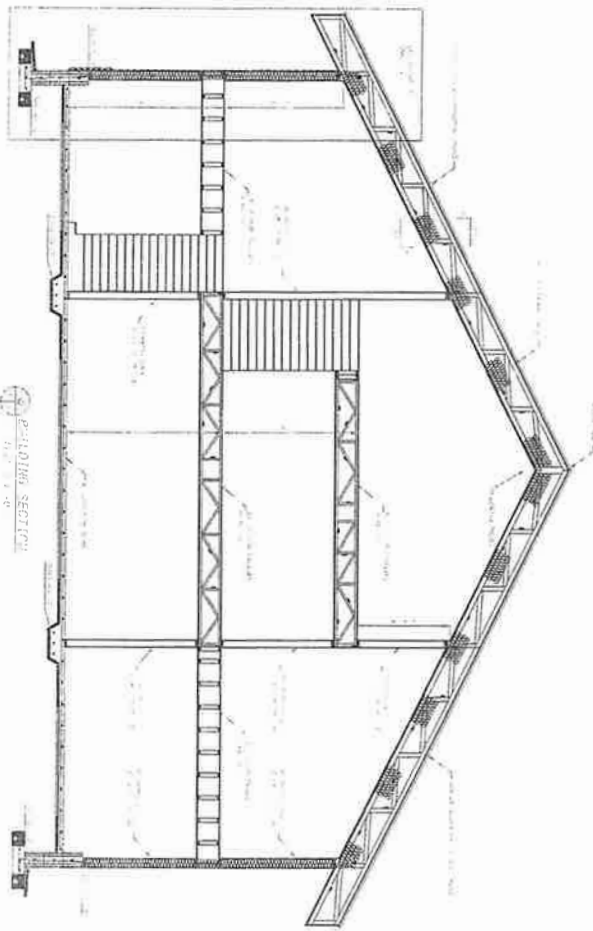
	PERMIT NUMBER AND ISSUE DATE		
	Permit Number:	12-2024	
	Permit Fee:	\$475	
	Tax Exempt Card:	Yes	
	Tax Lot Number:	02-083-403	
	Property Address:	207 Whiskey Ridge Road	
	Business License*:		
	Zone District:	Low Denisty Residential	
	PC Approval Date*:	NA	
	CC Approval Date*:	NA	
	Date Permit Issued:	7/10/2024	
	Permit Issued By:	Kevin Johnson, City Planner	
* If applicable			
APPLICANT DETAIL			
Name:	Karen & Lenny Peterson		
Mailing Address:	PO Box 101		
City/State/Zip:	Cordova, AK, 99574		
Telephone Number:	907-253-7791		
Email Address:	klpweid101@gmail.com		
ZONING DETAIL			
Approval is for:		Permit is subject to:	
<input type="checkbox"/> Zoning Compliance Certificate		<input type="checkbox"/> City Business License	
<input checked="" type="checkbox"/> Building Permit		<input type="checkbox"/> Federal Permit	
<input type="checkbox"/> Conditional Use Permit		<input type="checkbox"/> Fire & Life Safety Approved Plan	
<input type="checkbox"/> Encroachment Permit		<input checked="" type="checkbox"/> Special Conditions - Attachment A	
<input type="checkbox"/> Exception Permit		<input type="checkbox"/> Site Plan Review (WCP or WI)	
<input type="checkbox"/> Flood Plain Permit		<input type="checkbox"/> Other:	
<input type="checkbox"/> Land Use Permit		Notes:	
<input type="checkbox"/> Sign Permit			
<input type="checkbox"/> Variance Permit			
Scope of Work:	New Single Family Home	Issued Date:	7/10/2024
Estimated Cost:	\$500,000.00	Expiration Date:	7/10/2025
I certify that I will comply with the provisions of this permit and all applicable local, state, and federal laws:			
Applicant Signature: 		Date: 7/10/24	
Karen & Lenny Peterson			
Approved By: 		Date: 7/10/24	
Kevin Johnson, City Planner			


## ATTACHMENT A SPECIAL CONDITIONS

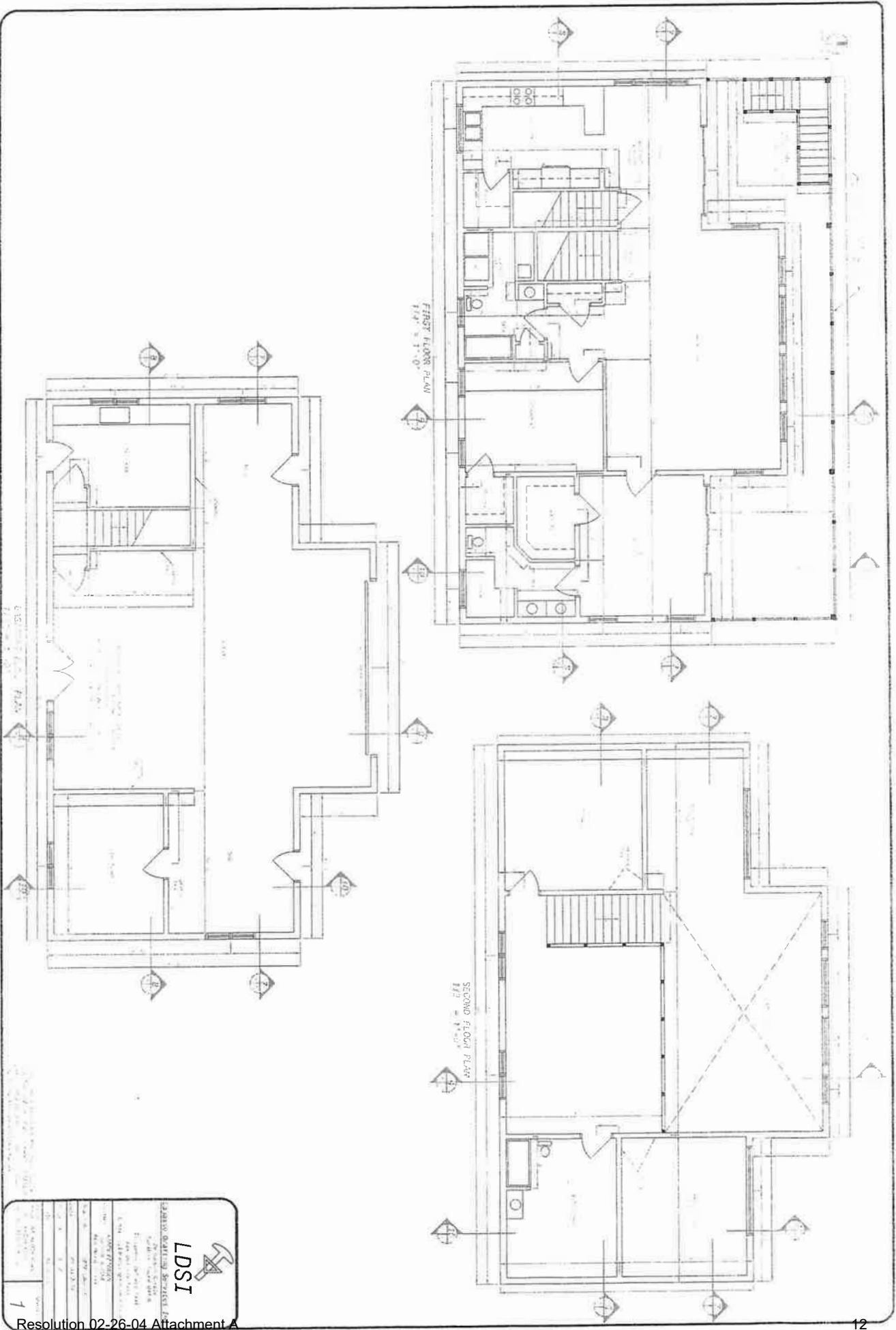
PARCEL IDENTIFICATION	
<b>Permit Number:</b>	12-2024
<b>Tax Lot Number:</b>	02-083-403
SPECIAL CONDITIONS	
1	Any and all construction is required to meet the current State and Local building standards and may require an inspection at the sole expense of the applicant.
2	Proper erosion control measures shall be implemented where necessary during and after construction activities.
3	The setback, height, and other zoning requirements for the Low Density Residential Zone must be met during and after construction. EXCEPTION: East property line allows for 3 foot setback per plat.
4	This permit is for:           New Single Family Home  located at:                    207 Whiskey Ridge Road only.
5	Any supplementary work on this project not listed by the applicant or shown in the building plans will require a new building permit prior to commencement of the additional work.
6	All contractors and subcontractors working on the project will have a Cordova Business License.
7	Applicant is responsible for knowing the location of all easements, encumbrances, or any other conditions applicable to the property.
8	SETBACK INSPECTION REQUIRED: Prior to placing foundation owner or contractor shall schedule inspection with City Planner to verify setbacks. Property owner is responsible for locating property corner markers.
9	
<b>Additional Pages:</b>	No
<b>Applicant Signature:</b>	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: right;">Date: <u>7/10/2024</u></div> </div> <div style="text-align: center; margin-top: 5px;">Karen &amp; Lenny Peterson</div>
<b>Approved By:</b>	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: right;">Date: <u>7/10/24</u></div> </div> <div style="text-align: center; margin-top: 5px;">Kevin Johnson, City Planner</div>

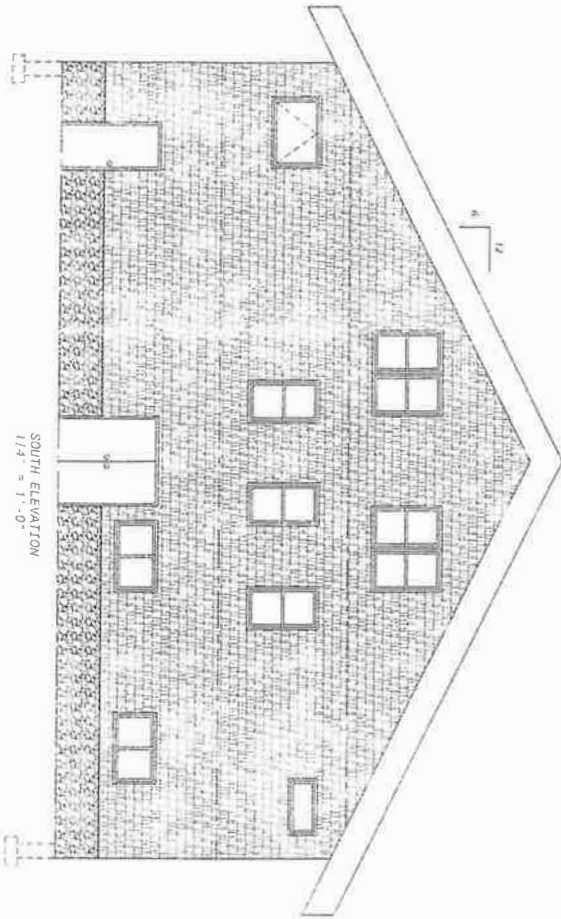
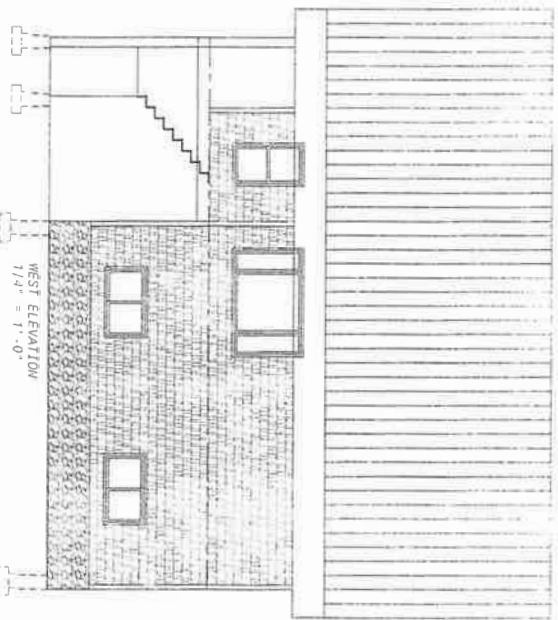
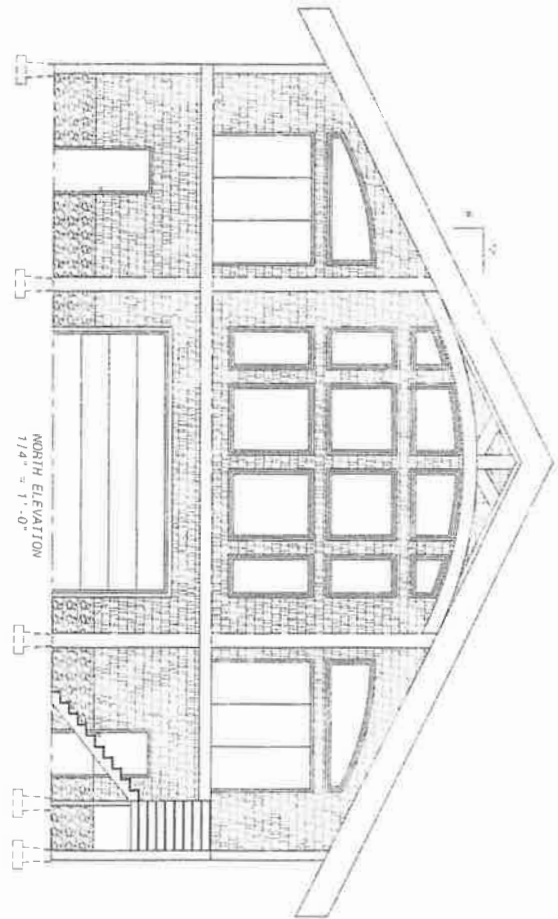






 <b>LDSI</b> LUTHERAN DEVELOPMENT SERVICES, INC.	
1001 1st Avenue, Suite 100 Minneapolis, MN 55401 Phone: (612) 338-1100 Fax: (612) 338-1101 Email: info@ldsinc.org Website: www.ldsinc.org	
Project No. Drawing No. Revision No.	Date Scale Sheet No.
Building Section 5	





**LDSI**

LANDSCAPE DESIGN SERVICES, INC.

1000 S. 1000 E. SUITE 100

ST. GEORGE, UT 84770

PHONE: (435) 634-1111

FAX: (435) 634-1112

WWW.LDSI.COM

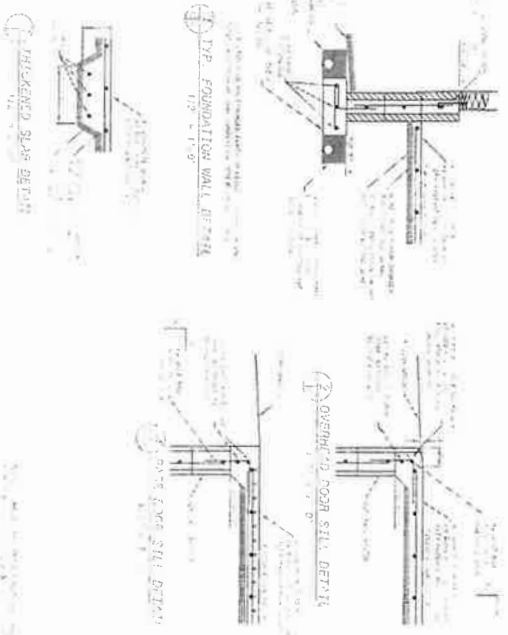
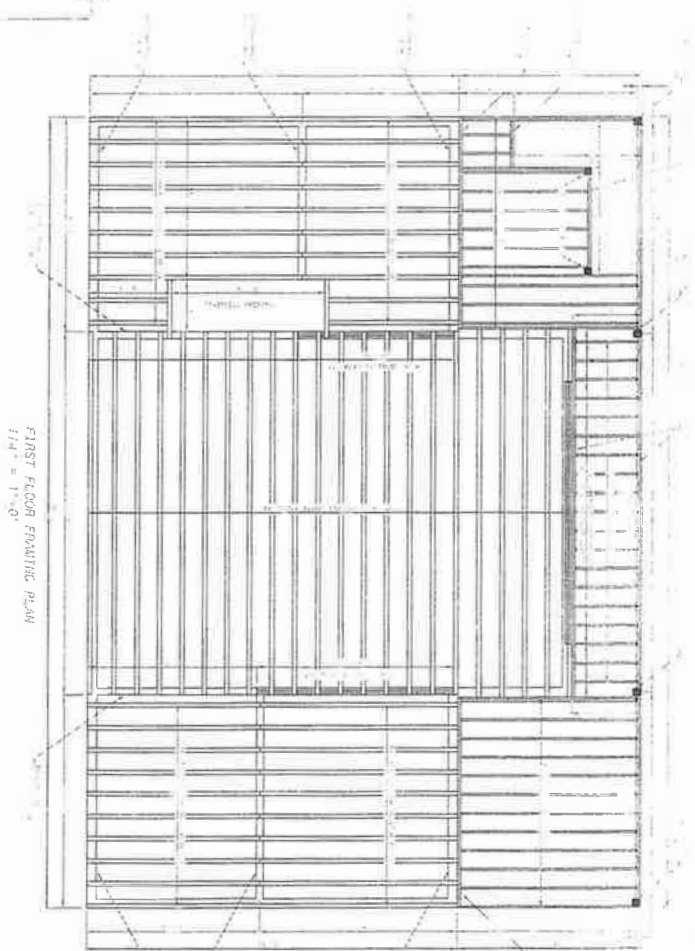
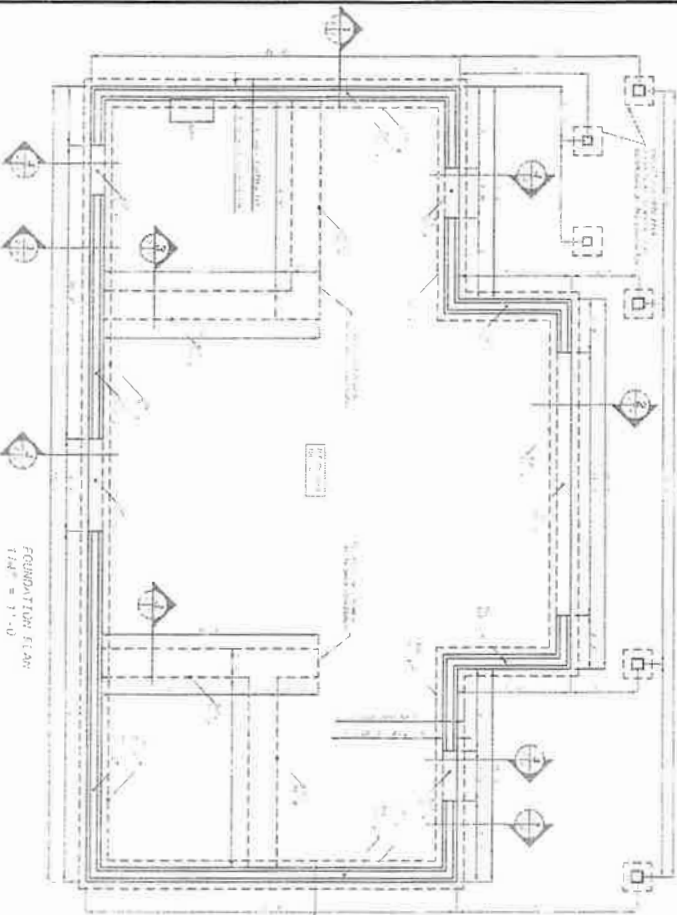
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DATE: [ ]

BY: [ ]

SCALE: [ ]

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**LDSI**

LANDSCAPE DESIGN SERVICES, INC.

1000 S. 1000 E. SUITE 200

ST. GEORGE, UT 84770

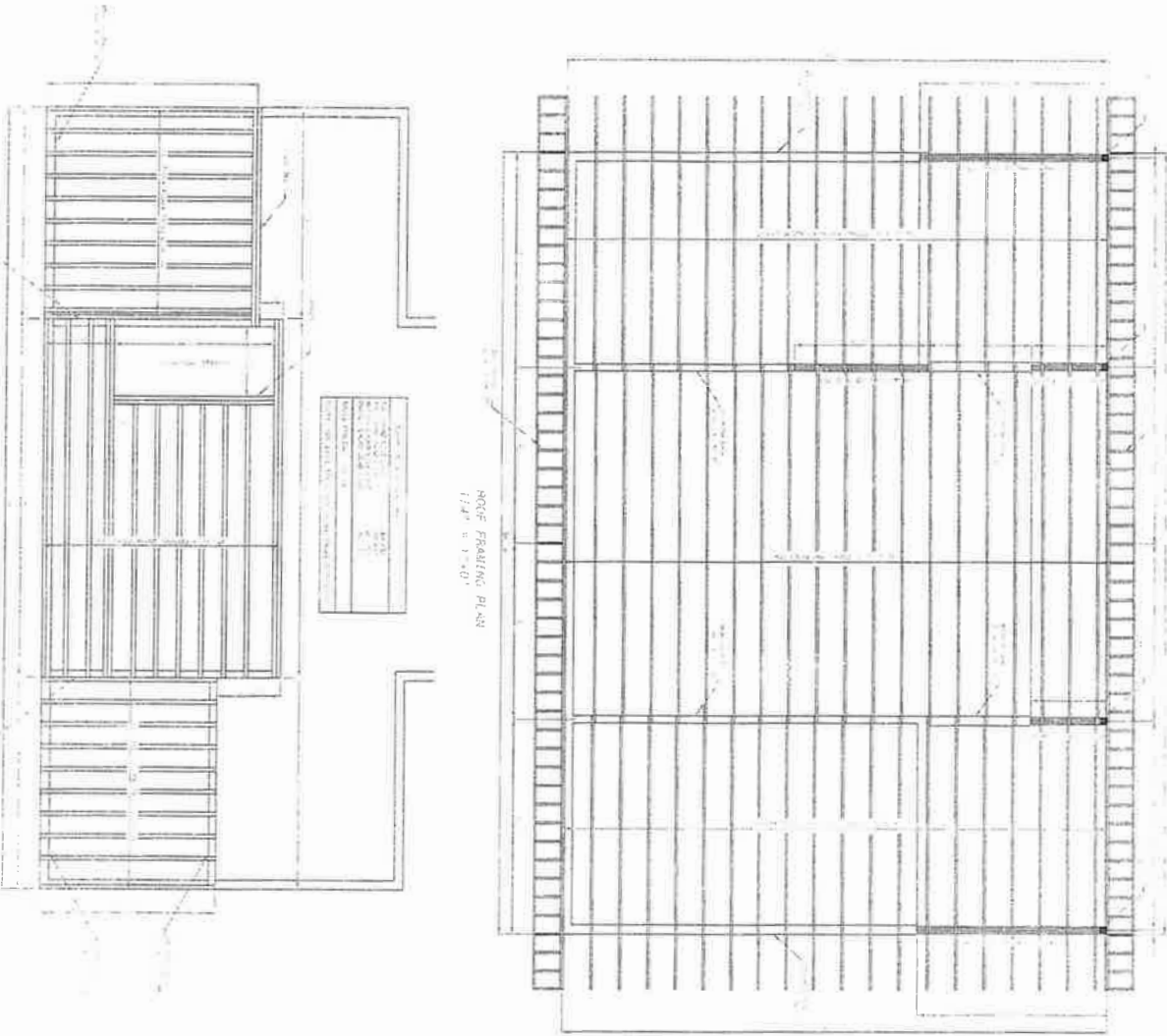
TEL: (435) 638-1111

FAX: (435) 638-1112

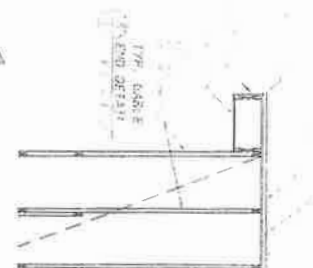
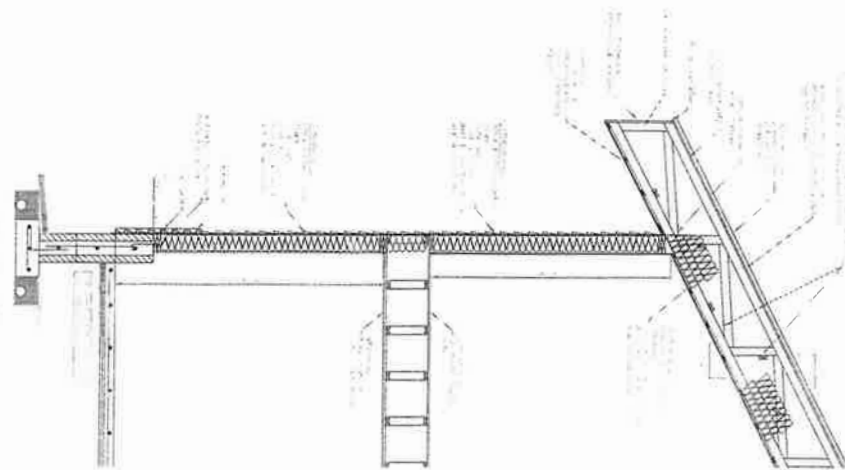
WWW.LDSI-UTAH.COM


PROJECT NO.	DATE	DRAWN BY
CHECKED BY	DATE	SCALE

SECOND FLOOR FRAMING PLAN  
1/4" = 1'-0"

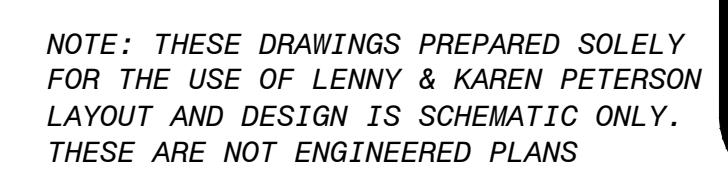
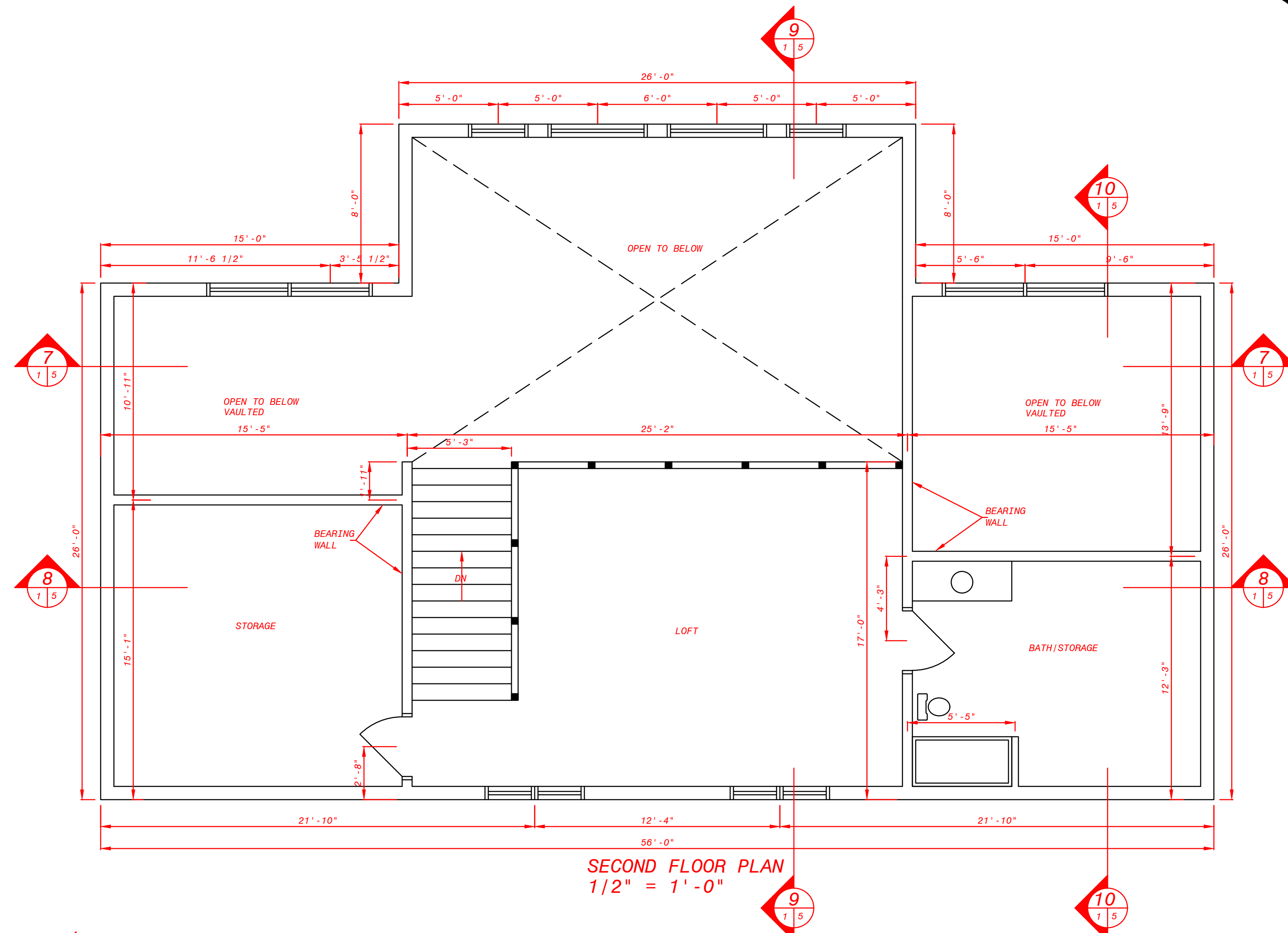



TOP FLOOR  
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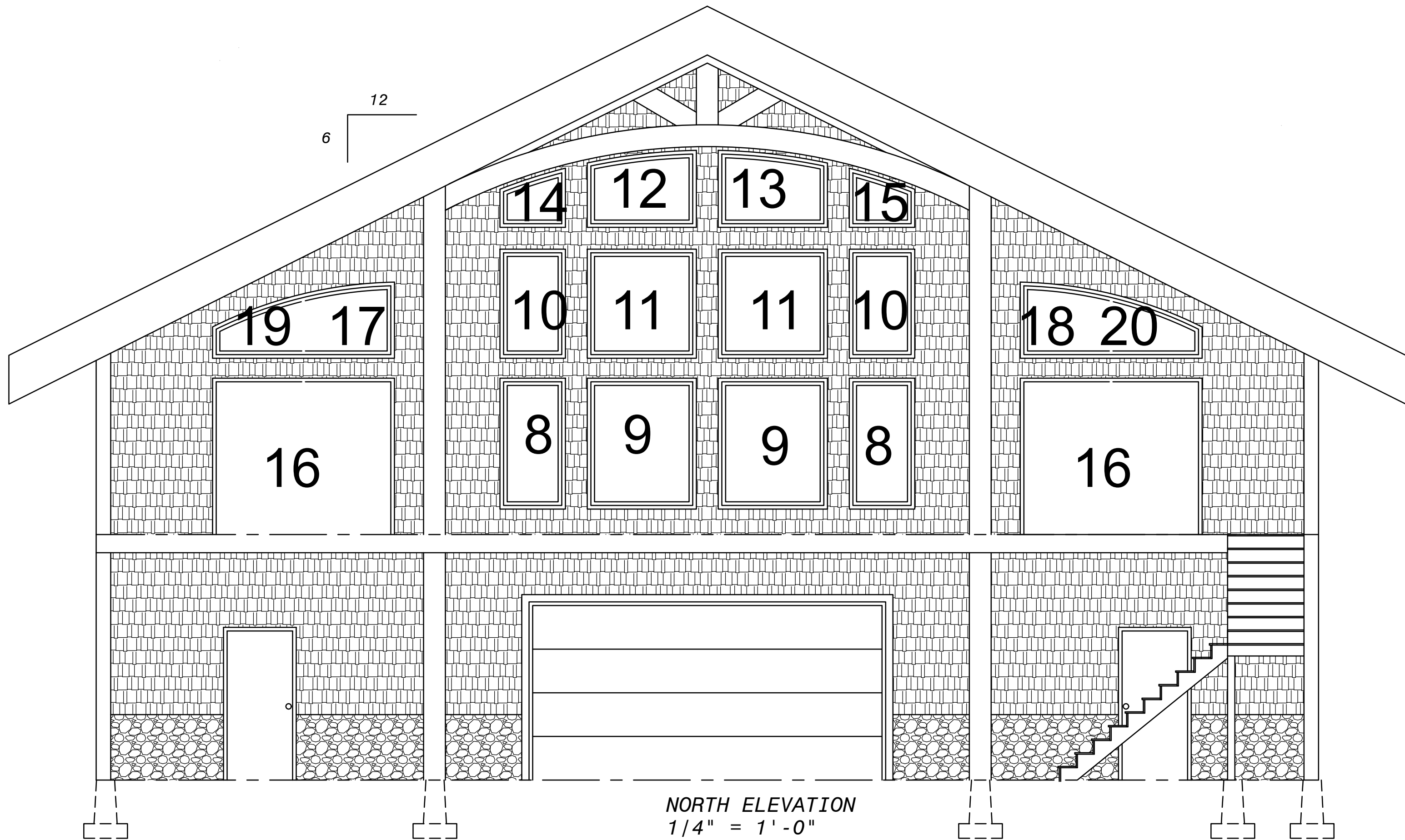


 <b>LDSI</b>	
LDSI Engineering Services, Inc. 10000 S. 26th Ave., Suite 100 Denver, CO 80238 Phone: (303) 751-1100 Fax: (303) 751-1101 Email: info@ldsiconsulting.com	
Project No.: Drawing No.: Revision:	Date: Drawn by: Checked by: Title:
4	

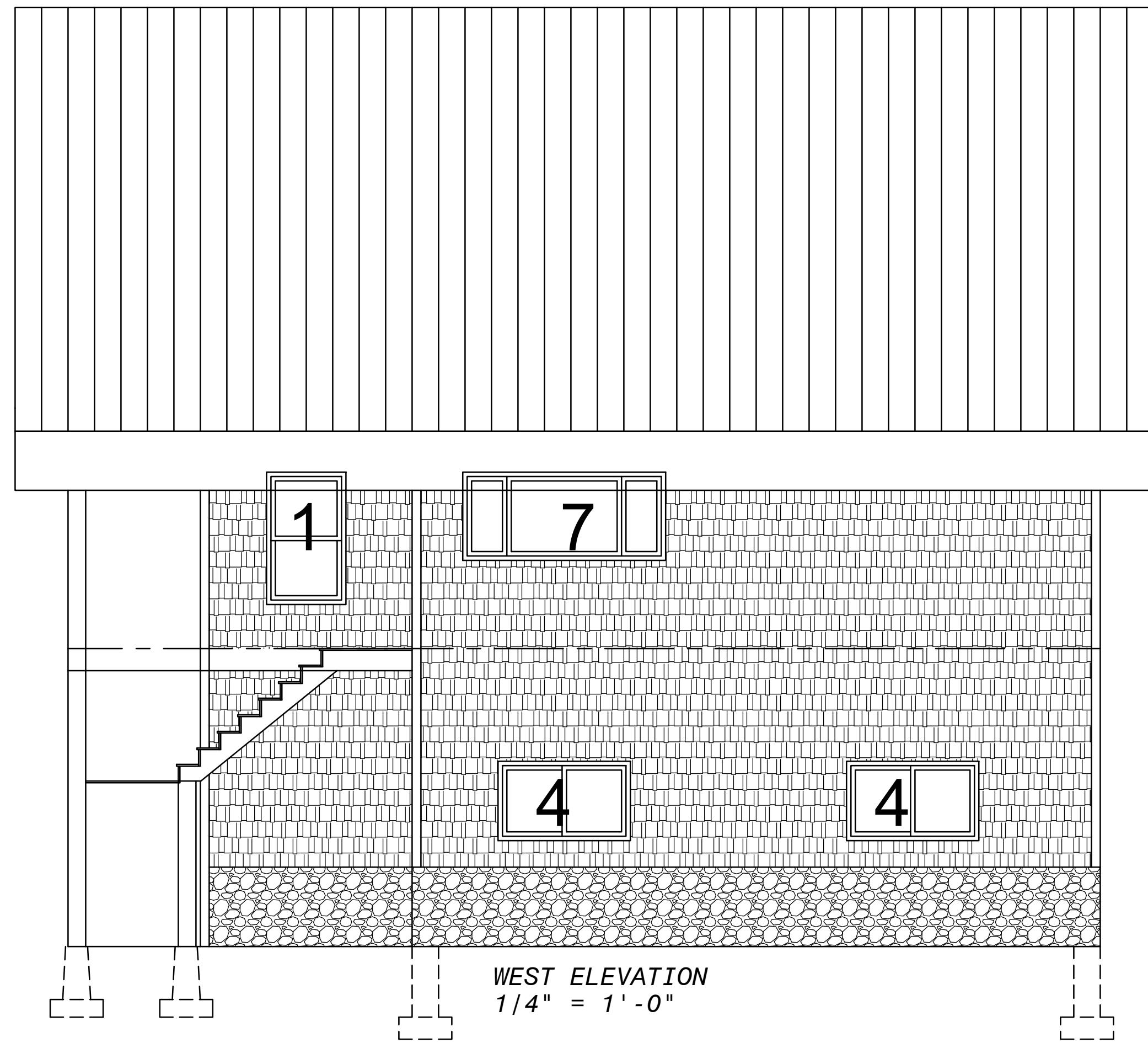




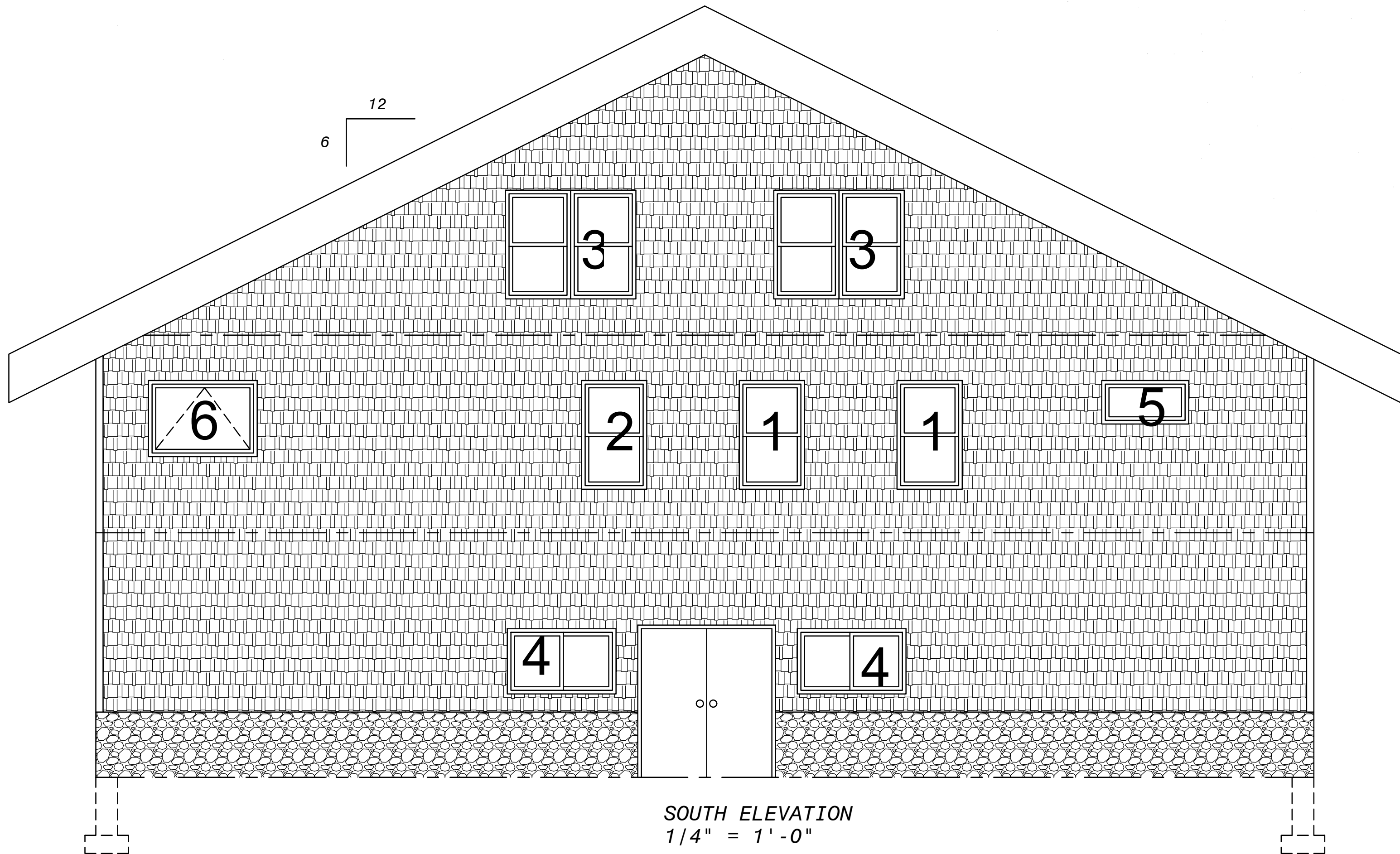
	
<h1>LDSI</h1>	
<b>Lagasse Drafting Services Inc.</b>	
79 Garden Circle Caribou, Maine 04736	
Telephone: 207-493-1494 Fax: 207-493-1494 E-mail: <a href="mailto:jjldrafting@maine.rr.com">jjldrafting@maine.rr.com</a>	
Customer:	KAREN PETERSON CORDOVA ALASKA NEW HOUSE PLANS
Drawn By:	JEFF LAGASSE
Date:	08/15/2024
Project#:	2352
Scale:	AS NOTED
Title:	BASEMENT FLOOR PLAN FIRST FLOOR PLAN SECOND FLOOR PLAN
	Sheet:  <b>1</b>



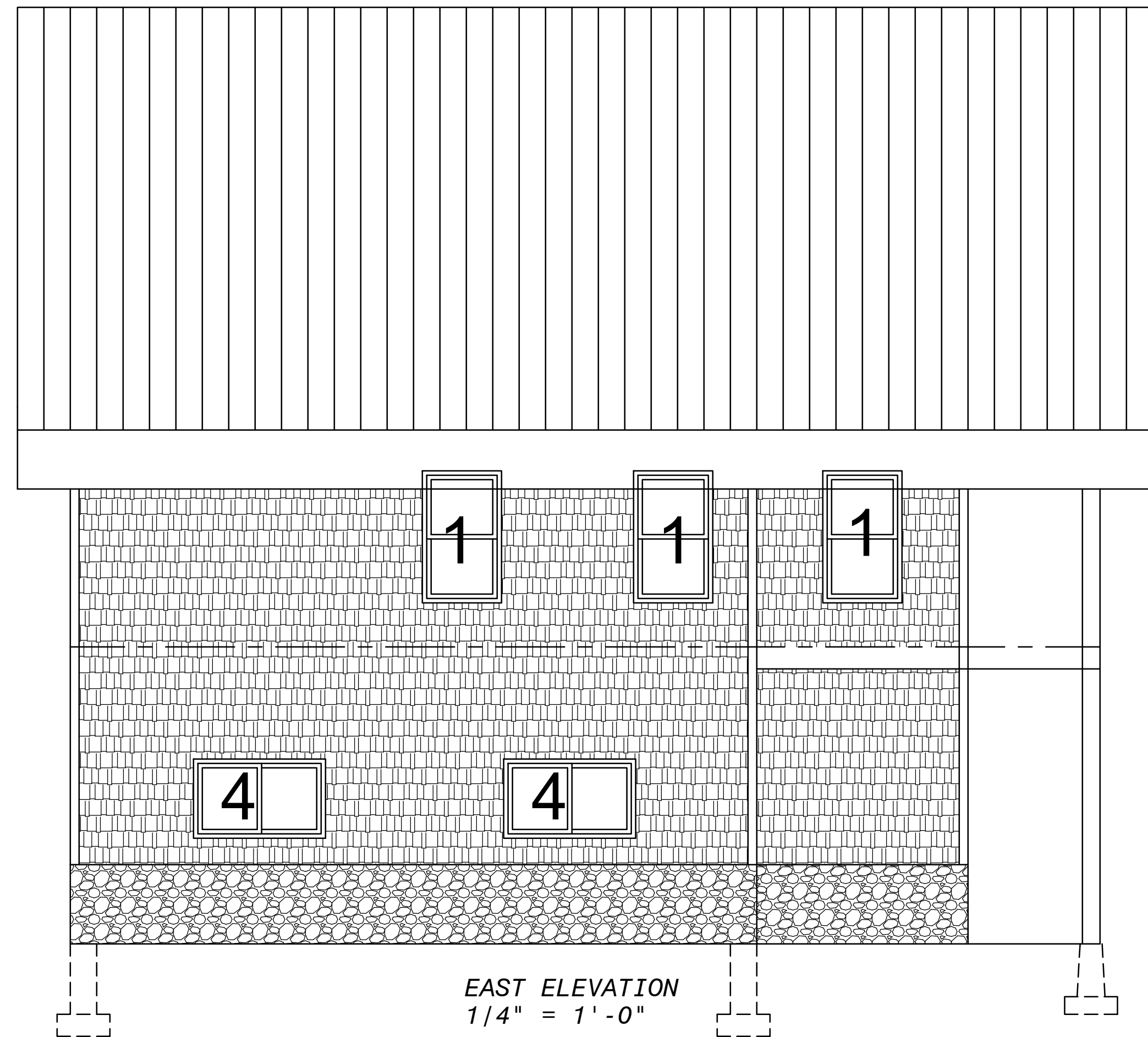
NORTH ELEVATION  
1/4" = 1'-0"



WEST ELEVATION  
1/4" = 1'-0"

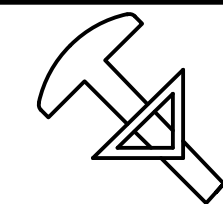


SOUTH ELEVATION  
1/4" = 1'-0"



EAST ELEVATION  
1/4" = 1'-0"

NOTE: THESE DRAWINGS PREPARED SOLELY  
FOR THE USE OF LENNY & KAREN PETERSON  
LAYOUT AND DESIGN IS SCHEMATIC ONLY.  
THESE ARE NOT ENGINEERED PLANS



**LDSI**

Lagasse Drafting Services Inc.

79 Garden Circle  
Caribou, Maine 04736

Telephone: 207-493-1494

Fax: 207-493-1494

E-mail: jjldrafting@maine.rr.com

Customer: KAREN PETERSON

CORDOVA ALASKA

NEW HOUSE PLANS

Drawn By: JEFF LAGASSE

Date: 08/15/2024

Project#: 2352

Scale: AS NOTED

Title: EXTERIOR ELEVATIONS

Sheet:

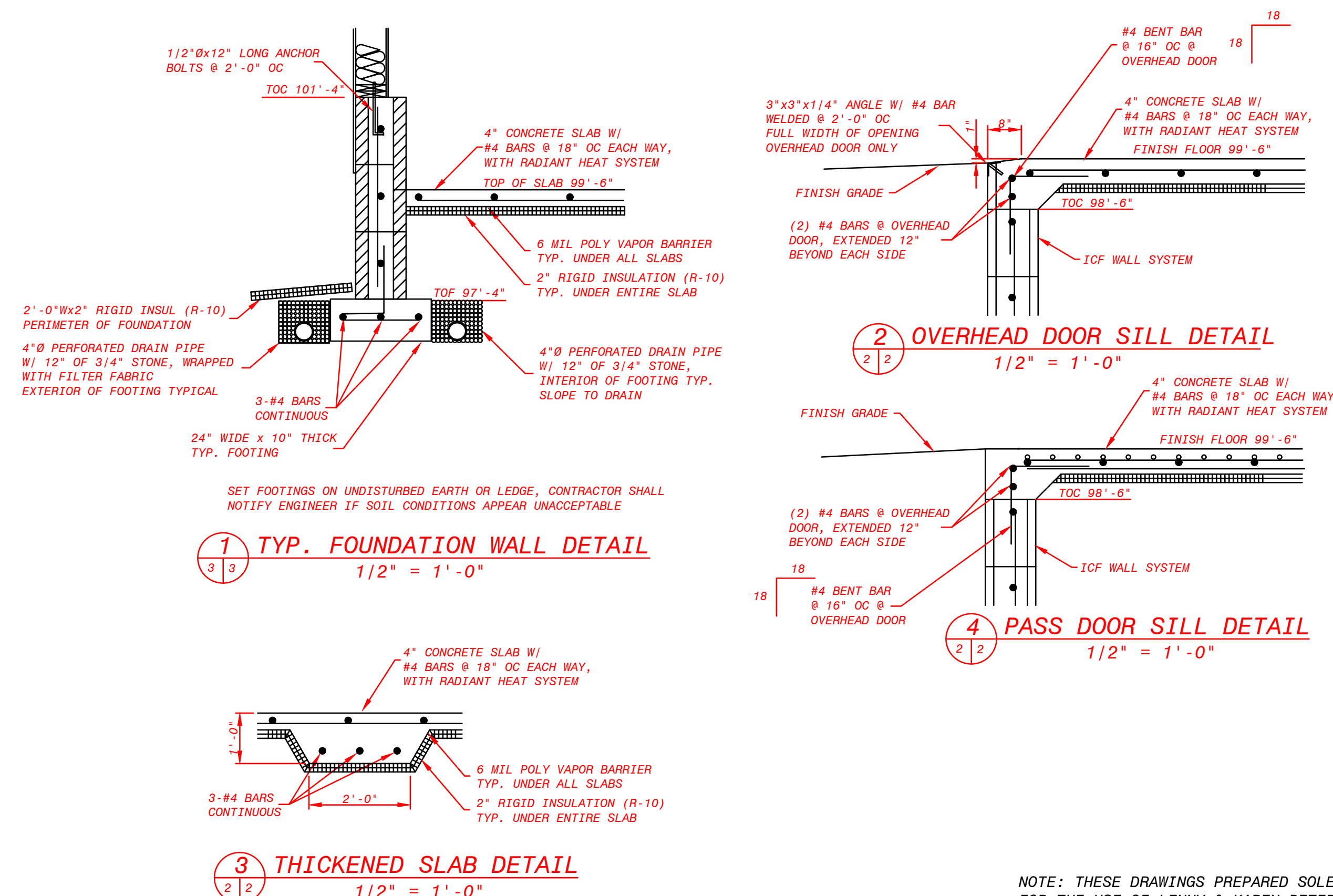
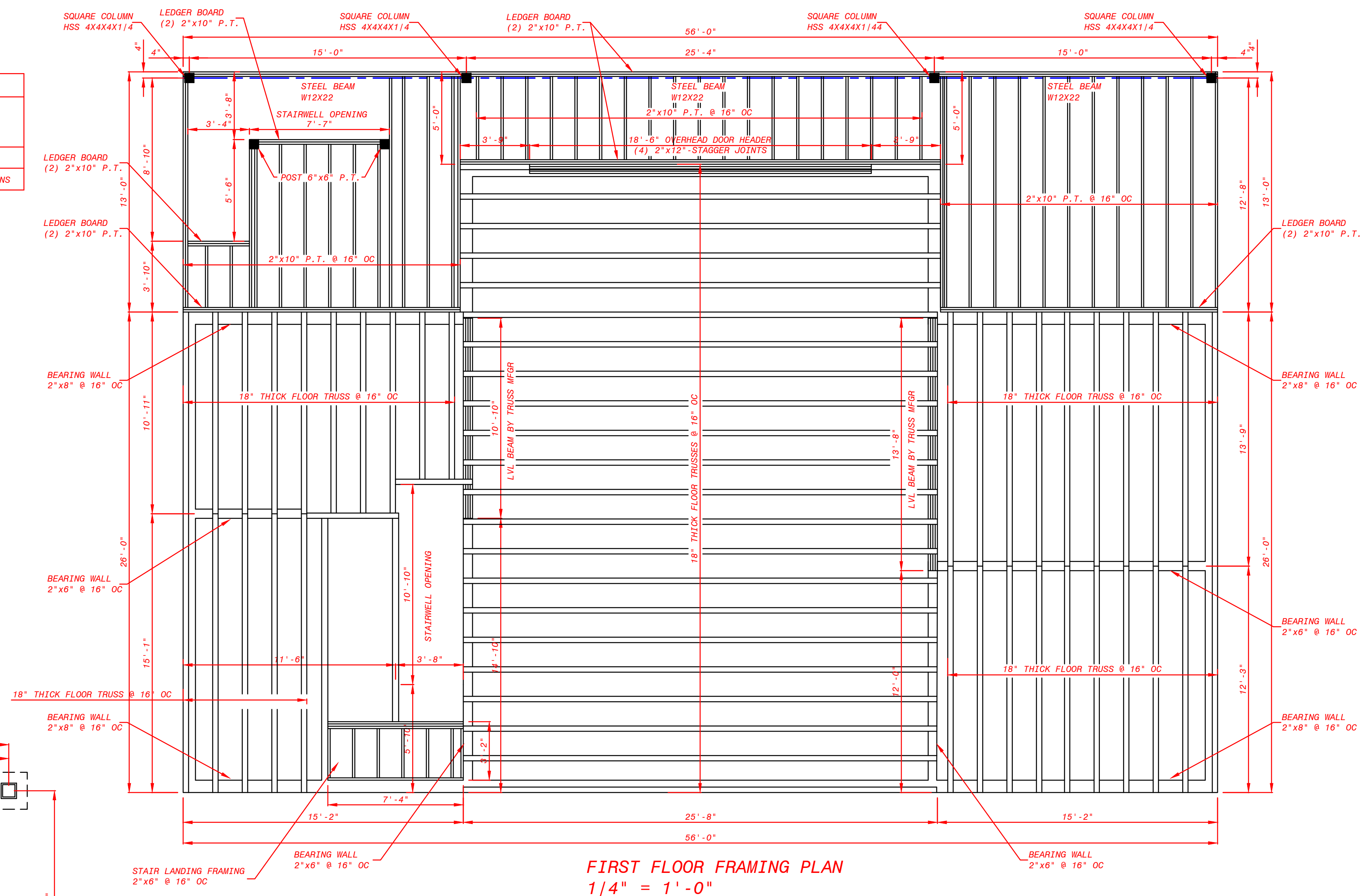
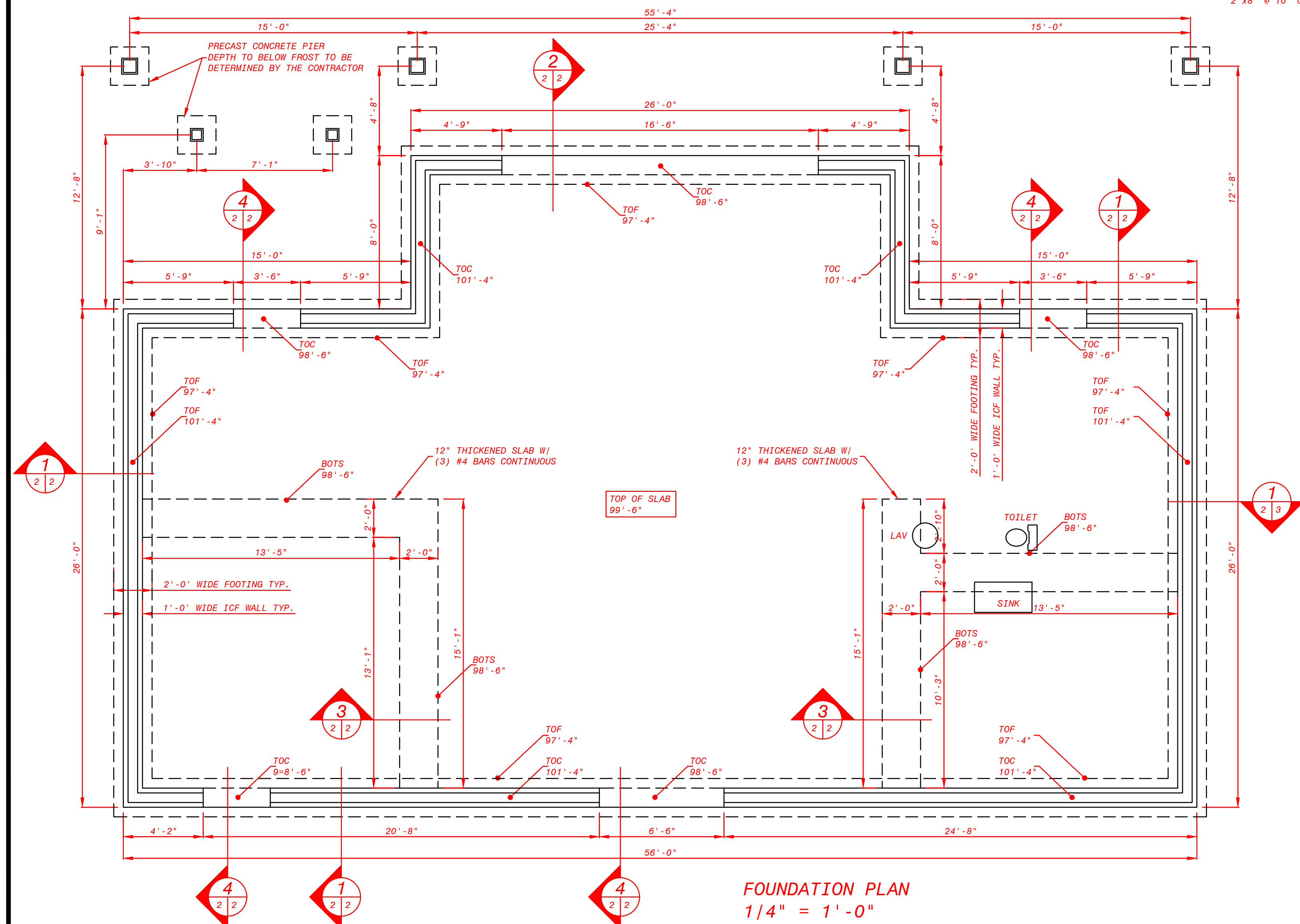
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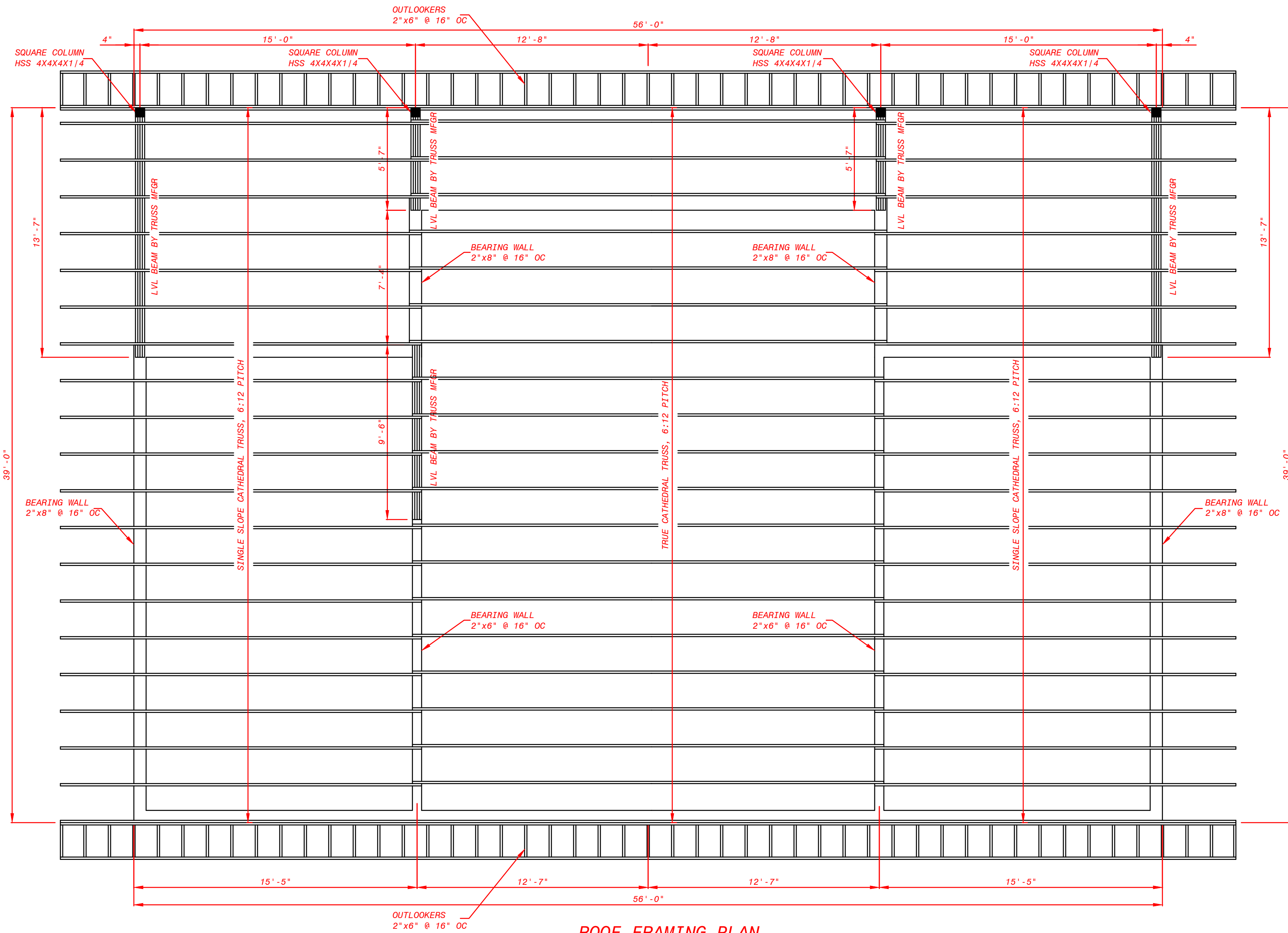
FLOOR TRUSS DESIGN DATA	
TOP CHORD LIVE LOAD	40 PSF
TOP CHORD DEAD LOAD	10 PSF
BOTTOM CHORD LIVE LOAD	0 PSF
BOTTOM CHORD DEAD LOAD	18 PSF
TRUSS SPACING - 16" OC	
CONTRACTOR SHALL FIELD VERIFY ALL TRUSS DIMENSIONS	

TOS = TOP OF SLAB  
TOC = TOP OF CONCRETE WALL  
TOF = TOP OF FOOTING  
BOTS = BOTTOM OF THICKENED SLAB  
CJ = SLAB CONTROL JOINT  
CONTRACTOR TO FIELD LOCATE

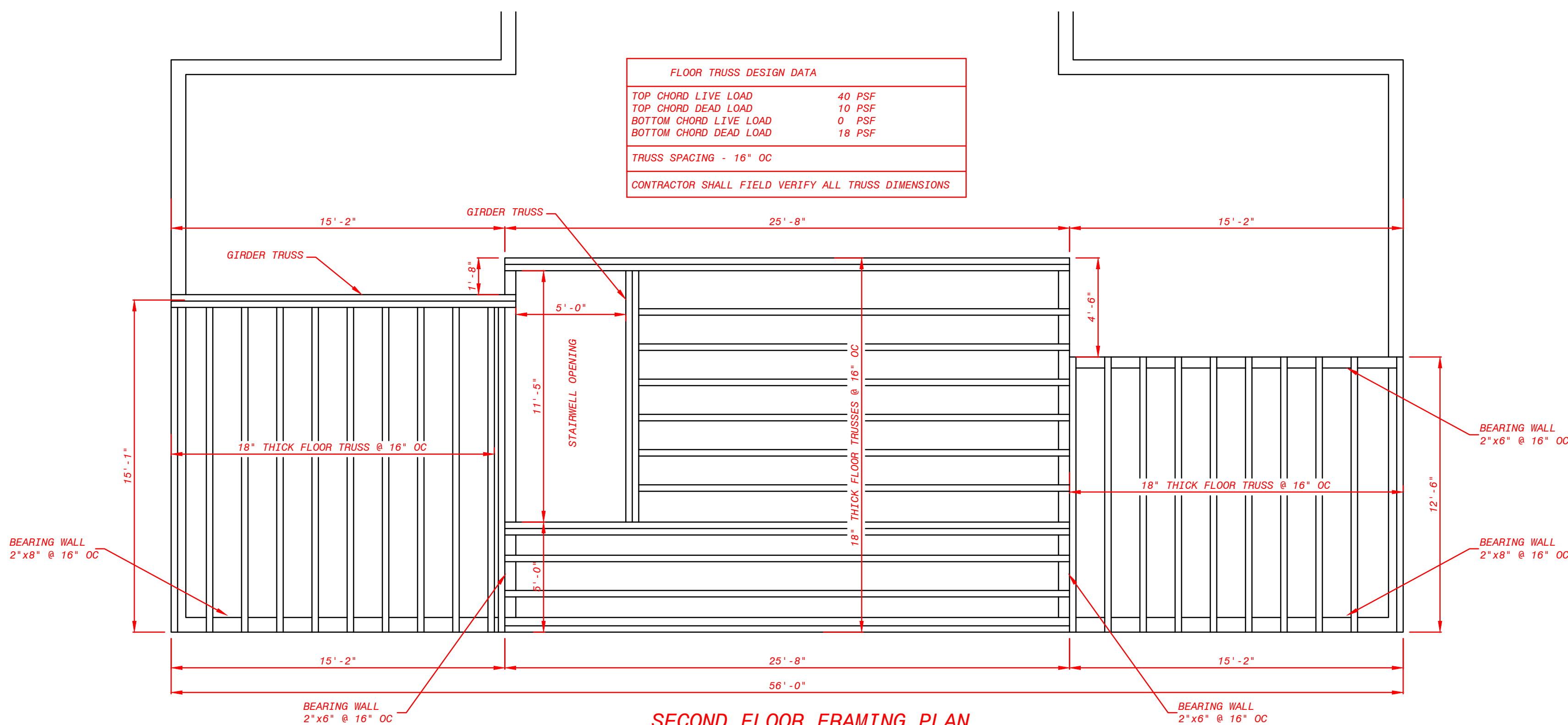
CONTRACTOR SHALL COORDINATE WITH OWNER  
FOR ALL PIPE PENETRATIONS



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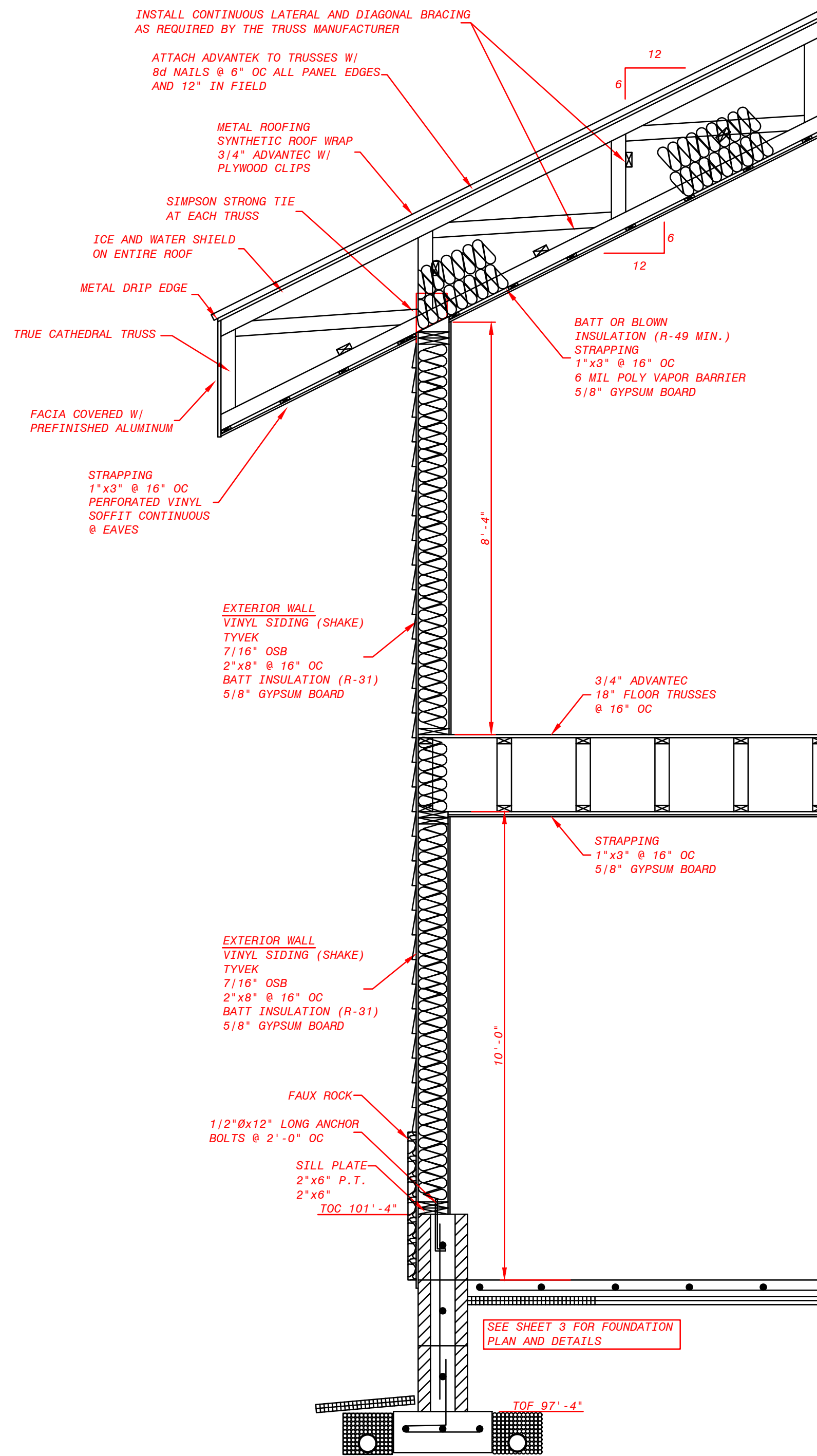
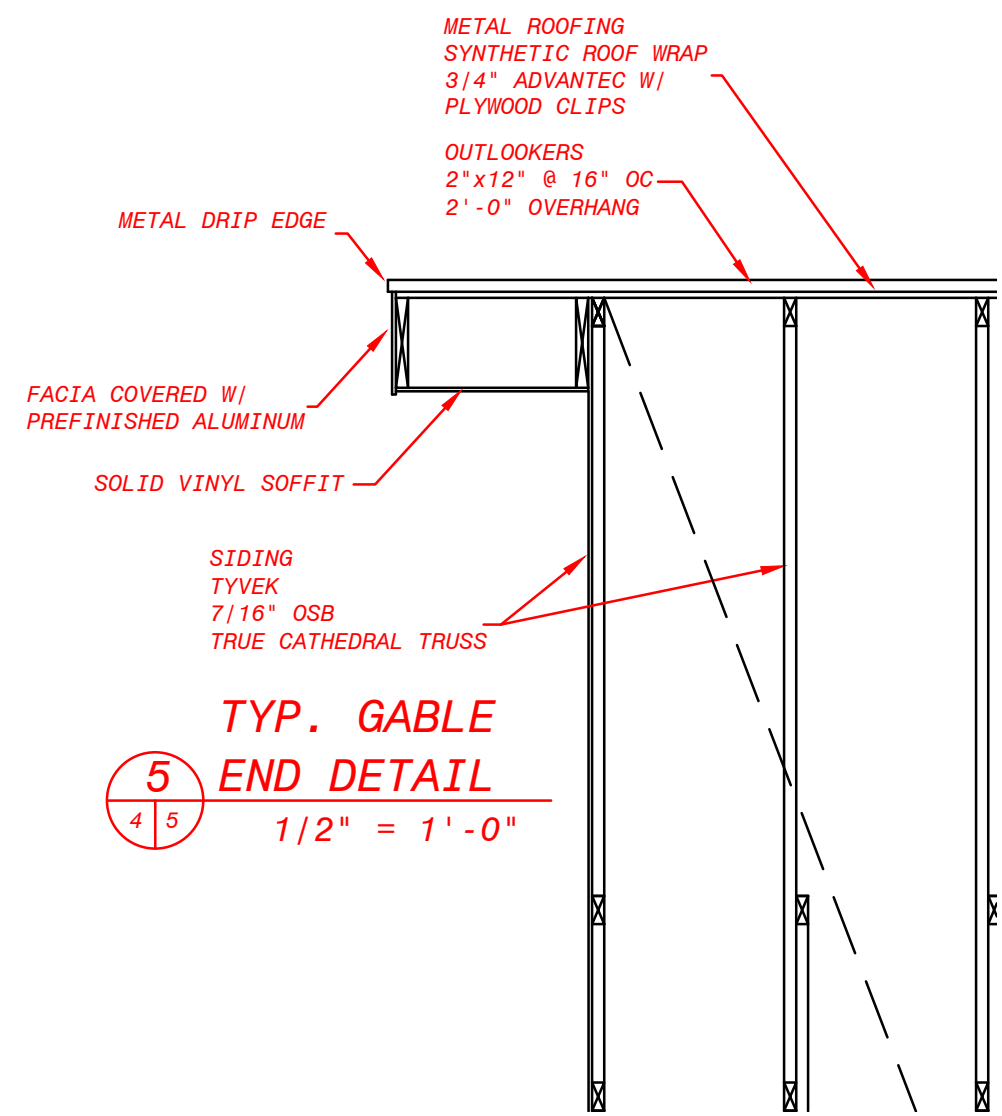


ROOF FRAMING PLAN  
1/4" = 1'-0"



SECOND FLOOR FRAMING PLAN  
1/4" = 1'-0"

ROOF TRUSS DESIGN DATA	
TOP CHORD LIVE LOAD	77 PSF
TOP CHORD DEAD LOAD	10 PSF
BOTTOM CHORD LIVE LOAD	0 PSF
BOTTOM CHORD DEAD LOAD	10 PSF
OVERHANGS: 2'-0" EAVES AND 2'-0" RAKES 12" HEAL, ALL TRUSSES TOP CHORD OVERHANG	
TRUSS TIE DOWNS SHALL BE EQUIVALENT TO SIMPSON H10 - TWO EACH END OF TRUSS REQUIRED	
TRUSS SPACING - AS REQUIRED BY TRUSS MANUFACTURER	
TRUSS PITCH: 6:12, 3:12	
BEARING WALLS, 2"x8" @ 16" OC	
INSTALL CONTINUOUS 2"x4" LATERAL AND DIAGONAL BRACING AS REQUIRED BY THE TRUSS MANUFACTURER	
NOTE: CONTRACTOR SHALL FIELD VERIFY ALL TRUSS DIMENSIONS	



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Customer: KAREN PETERSON  
CORDOVA ALASKA  
NEW HOUSE PLANS

Drawn By: JEFF LAGASSE

Date: 08/14/2024

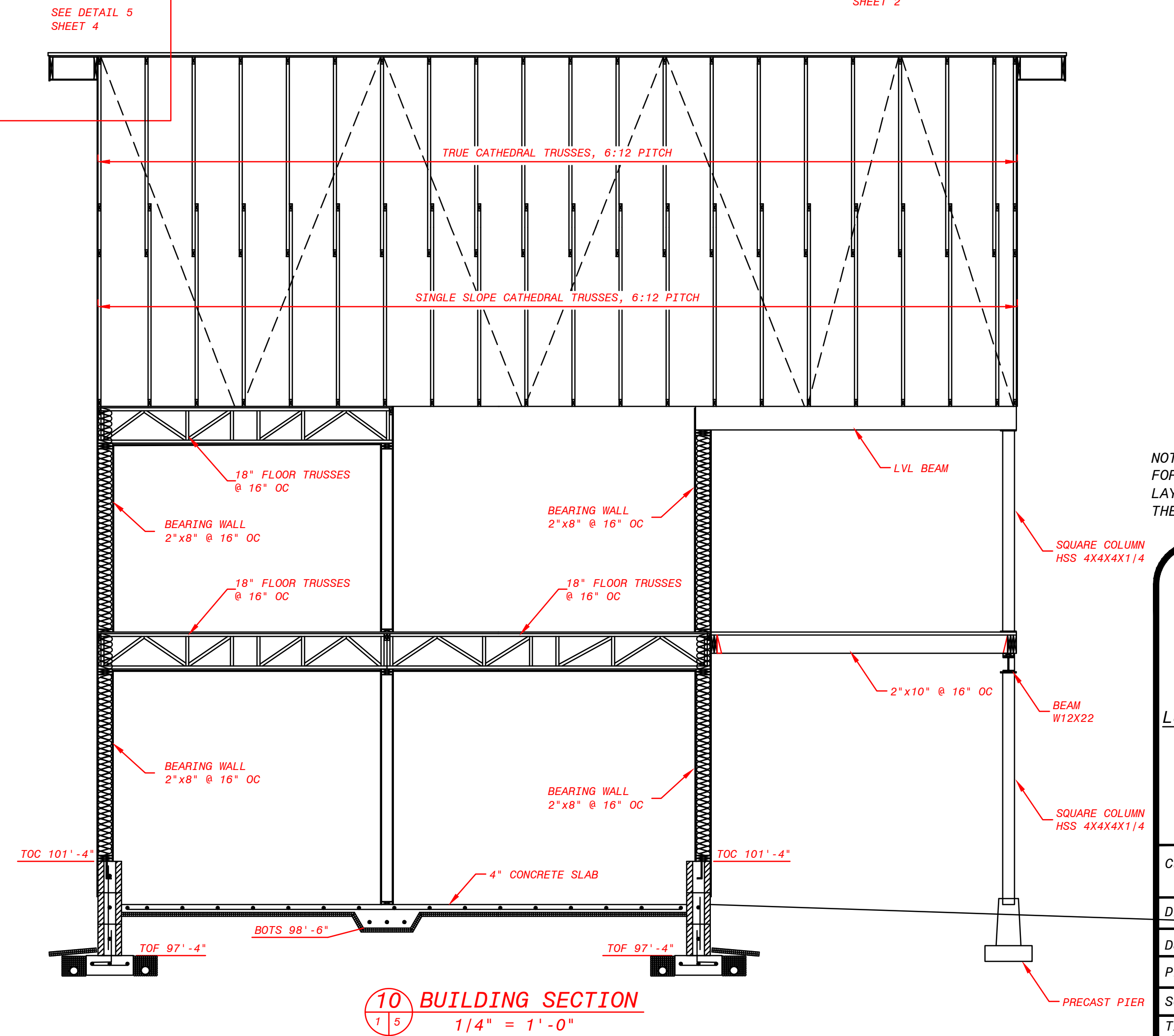
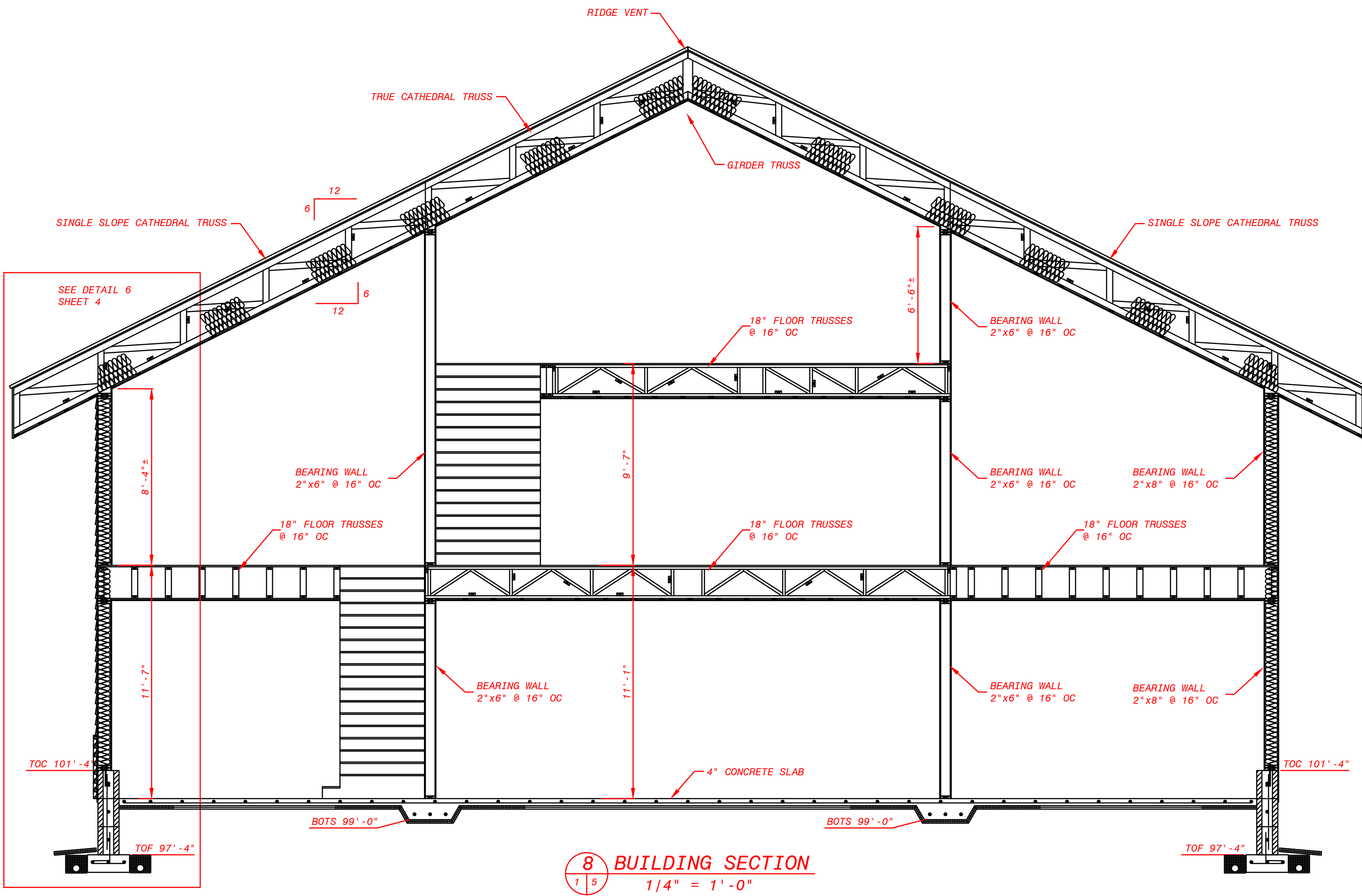
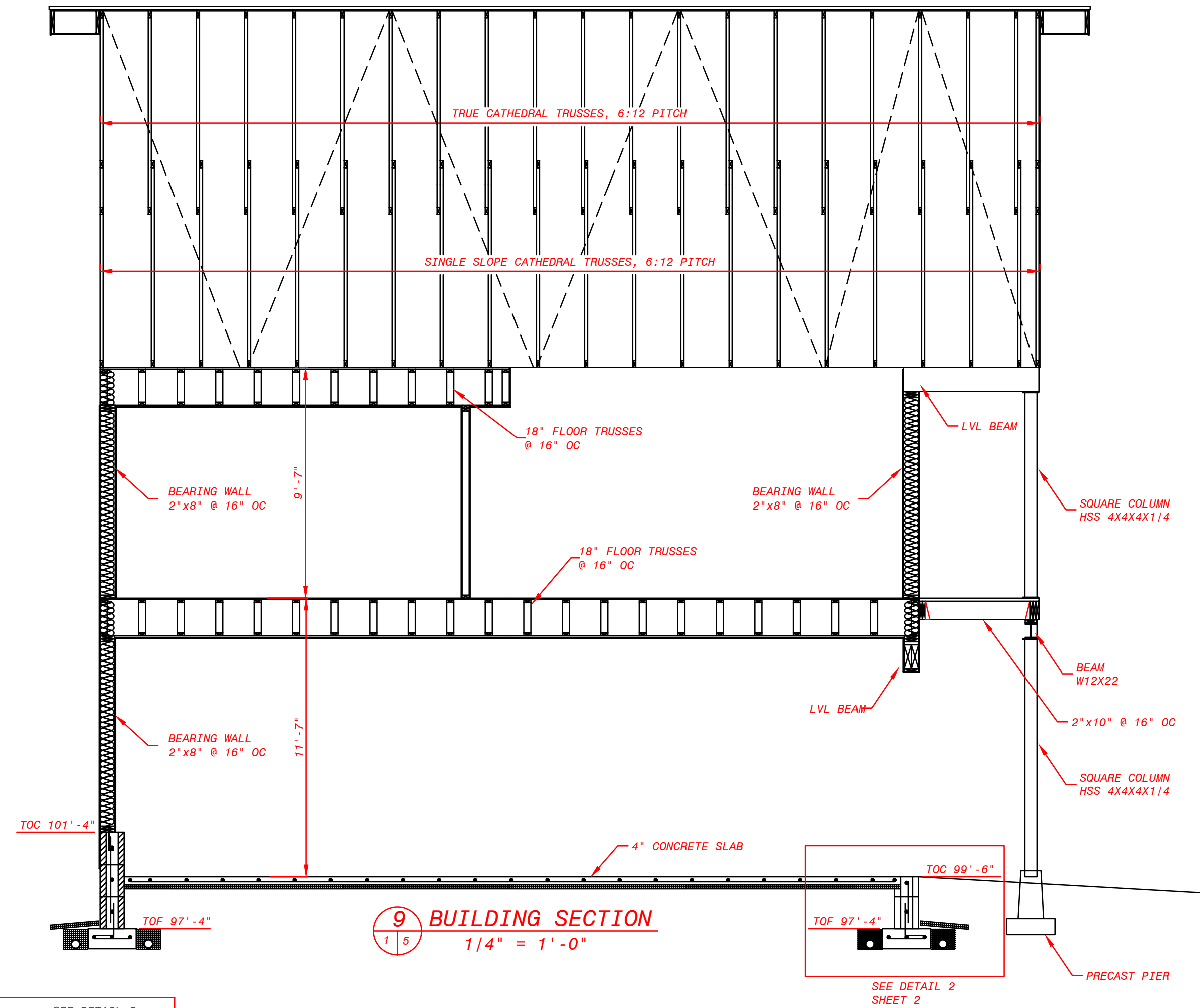
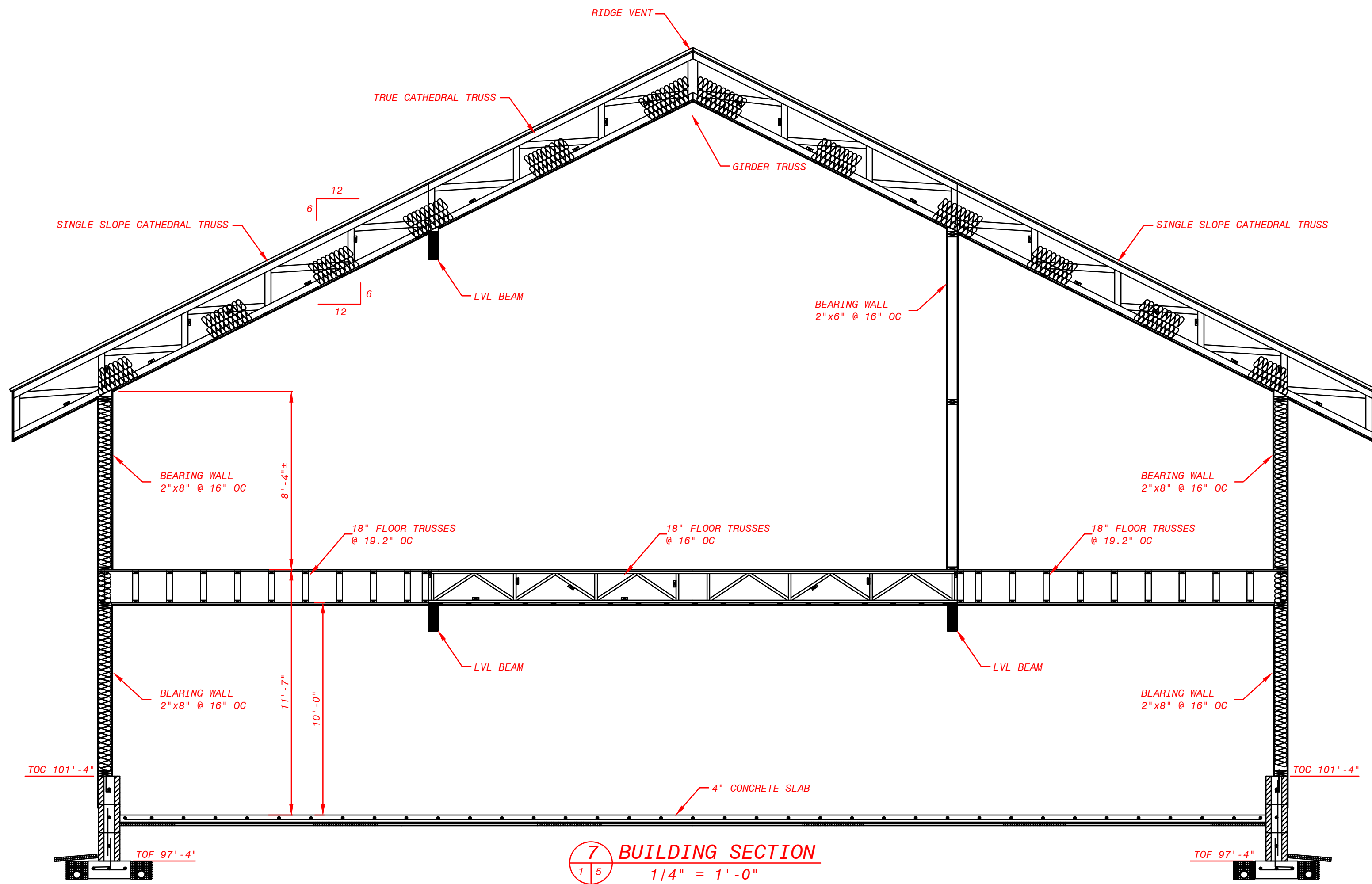
Project#: 2352

Scale: AS NOTED

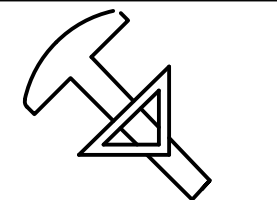
Title: 2ND FLOOR FRAMING PLAN  
ROOF FRAMING SCAN

Sheet: 4





NOTE: THESE DRAWINGS PREPARED SOLELY FOR THE USE OF LENNY & KAREN PETERSON LAYOUT AND DESIGN IS SCHEMATIC ONLY. THESE ARE NOT ENGINEERED PLANS



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Customer: KAREN PETERSON  
CORDOVA, ALASKA  
NEW HOUSE PLANS

Drawn By: JEFF LAGASSE

Date: 08/14/2024

Project#: 2352

Scale: AS NOTED

Title: BUILDING SECTION

Sheet:

5

## **GUIDELINES AND CRITERIA FOR ECONOMIC DEVELOPMENT PROPERTY TAX EXEMPTIONS**

### **GENERAL INFORMATION**

The State of Alaska revised the definition of economic development under Title 29 of the Alaska Statutes in 2022. Previously, the economic development exemption was limited to certain specific criteria related to businesses and their economic impact. The revised statute expanded local government's ability to legislate at the local level the scope and criteria of economic development exemptions enacted by local ordinance.

The Cordova City Council met multiple times in 2023 and 2024 to identify the economic development criteria set forth in this application, which has been adopted by ordinance, pursuant to the requirements of AS 29.45.050(m). City Council ultimately determined that this application would include economic development criteria associated with the development and redevelopment of real property in Cordova, primarily to incentivize much needed additional housing for residents.

This Application sunsets on December 31, 2027, requiring the Cordova City Council to at that time either adopt the same criteria by ordinance or identify new criteria to address community needs for economic development.

### **REFERENCES**

#### **CMC 5.06.020 Applications – Initial Review:**

- A. Applications for exemptions and deferrals must be submitted by January 15 of the year in which they are sought, unless a different application deadline is specified in Chapter 5.07 of this code. The City will not consider the granting of any tax exemption or deferral under Chapter 5.07 until the applicant submits a full and complete application and provides such additional information as may be requested by the City Clerk, assessor, and City Council. The assessor may make an independent investigation of the application or property in making a determination under this section. The City Clerk shall notify the applicant, in writing, of the City Clerk's completeness determination on the application for exemption.
- B. The City Clerk may prepare a standard application form that upon completion will provide adequate and sufficient information to determine whether any tax exemption or deferral should be granted. The accuracy of the information provided in the application must be verified by oath of the applicant or an authorized officer of the applicant.
- C. If the applicant fails or refuses to provide information required or requested by the City within the time period established by the City, the exemption shall be denied.
- D. An applicant delinquent in the registration for, filing of a return, or payment of, any City property or sales tax, City special assessment, or City utility bill may not be granted an exemption and/or deferral under this section.
- E. Any person requesting a tax exemption or deferral pursuant to this Chapter and Chapter 5.07 shall pay to the City an initial application fee which must be submitted at the same time the application form is submitted. Application fees shall be set forth in the City's fee schedule.
- F. If any person knowingly makes any false representations in any submission to the City related to an initial application for or review of a tax exemption or deferral under this Chapter or Chapter 5.07, that person shall be punishable by a fine as set forth in Chapter 1.28. Any misstatement of or error in fact may render an application null and void and may be cause for the revocation of any tax exemption or deferral adopted in reliance on such information.
- G. Exemptions claimed under Section 5.07.010 are governed by the process and timeline mandated by the State as set forth in that section.

#### **CMC 5.07.060 Economic Development Property Exemption**

- A. The assessed value of property used for economic development, as defined in this Chapter, may be exempt from City property taxes or receive a deferral from City property taxes under the conditions listed in this section.
- B. "Property used for economic development" as used in this section, means that part of real or personal property, as determined by the assessor, that is being developed or redeveloped in a manner intended to result in an outcome that causes an increase in, or avoids a decrease of, economic activity, gross domestic product, or the City tax base in such a manner that City Council has determined an exemption or deferral from property tax is in the best interest of the Cordova community.
- C. Property used for economic development may be:
  1. Exempted from property taxes on up to one hundred percent of the assessed value of the property for a period determined by City Council and adopted by ordinance;
  2. Deferred from payment of taxes for a period determined by City Council and adopted by ordinance; or
  3. Deferred from payment of property taxes until substantial completion of construction if a property owner is in the process of developing or building property used for economic development but has not yet completed construction on such property.
- D. City Council shall approve the economic development exemption and deferral application form, and any substantive changes to that application, by ordinance. The application shall specify the specific types of land use that causes an increase in or avoids a decrease of economic activity, gross domestic product, or City tax base in such a manner that an exemption or deferral from property tax is in the best interest of the Cordova community. The application shall specify the terms and

conditions of an exemption or deferral. The approved application form and any changes to the form shall be published at least 30 days before taking effect. Except as otherwise provided in this section, an application under this section shall be processed in the same manner as all applications under this Chapter and Chapter 5.06.

- E. In addition to the application requirements and specifications adopted in the application itself or otherwise specified in this Chapter or Chapter 5.06, an applicant seeking a construction deferral must also submit a development plan to be approved by the city assessor. Upon construction of the economic development property satisfactory to the City, the City may change deferral under this subsection into an exemption which shall not exceed the remainder of the five-year period from the date the deferral was approved.
- F. If the property to be used for economic development is not developed or created within the time specified in the application, the City may immediately terminate the deferral and take any other action permitted by law including, but not limited to, collecting all property taxes accrued on the property during the construction deferral, collecting penalties and interest on the taxes owed from the date such taxes would have been due if no deferral had been granted, and attaching a tax lien to the property.

## **EXEMPTIONS**

### **REQUIREMENTS**

- 1) The economic development property tax exemptions outlined here apply only to improvements to real property. The exemptions do not apply to the value of land on which the development or redevelopment is to be located.
- 2) The exemptions under no circumstances transfer following sale of the real property for which an exemption has been granted.
- 3) All development that is granted an exemption per the terms set forth below and entails construction must be subject to inspection as required by the Codes adopted by the authority having jurisdiction (the State Fire Marshal) at the cost of the Applicant.

### **Single-Family Residential**

The Single-Family Residential Exemption is an eight-year exemption from the property taxes owed on the first one hundred fifty thousand dollars of the assessed value of improvements for the construction of single-family homes to include standalone homes and townhomes. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

### **Affordable Housing**

The Affordable Housing Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of the improvements under the circumstances and for the durations detailed below. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

<b>Maximum Eight-Year Exemption</b>	<b>Maximum Twelve-Year Exemption</b>	<b>Maximum Fifteen-Year Exemption</b>
Multifamily housing of any kind (duplex, triplex, condominiums, apartments) offered for rent at market rates for duration of exemption. No requirement to establish below market rate rents.	Multifamily housing consisting of four units or more, with at least 25 percent of units offered for rent as affordable units for duration of exemption.	Multifamily housing consisting of four units or more, with at least 25 percent of units providing three bedrooms or more, offered for rent as affordable units for duration of exemption.

### **Multifamily Residential**

The Multifamily Residential Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of improvements under the circumstances and for the durations detailed below. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

<b>Five-Year Exemption</b>	<b>Eight-Year Exemption</b>	<b>Twelve-Year Exemption</b>
Construction of one or more duplexes or provision/installation of a new construction trailer home in an existing trailer home park. In either instance, the property must be some combination of owner-occupied, and/or offered on a long-term rental basis (minimum 12-month lease) for the duration of the exemption.	Construction of multifamily housing of fourplexes to eightplexes. Seventy-five percent of units must be owner-occupied or offered on a long-term rental basis (minimum 12-month lease) for the duration of the exemption.	Construction of multifamily housing in excess of eight units, to include condominiums and apartments. Seventy-five percent of units must be some combination of owner-occupied and offered on a long-term rental basis (minimum 12-month lease) for the duration of the exemption.

### **Mixed-Use Development**

The Mixed-Use Development Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of improvements for the construction of mixed-use development for a period of fifteen years. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

### **Commercial Development**

The Commercial Development Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of improvements for new commercial or industrial construction for a period of ten years. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

### **Rehabilitation**

The Rehabilitation Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of improvements to blighted commercial or residential properties. The exemption requires the redevelopment of a parcel, in the form of either significant upgrades or full replacement of existing blighted improvements. The Rehabilitation Exemption can be applied for prior to January 15 of the year in which construction is meant to encourage the redevelopment of blighted properties in the City. If the proposed development is not completed upon the timeline set forth in the Applicant's application, the one-year exemption shall be revoked, and all taxes previously waived per the exemption will become due immediately.

## **DEFINITIONS**

The following definitions pertain only for purposes of obtaining the property tax exemptions contained herein. They are not applicable to any land use or zoning determinations made by the city under the Cordova Municipal Code.

**"Affordable Units":** Units offered at rent or sales prices associated with the U.S. Department of Housing and Urban Development's "low income" designation (currently rent affordable for families earning no more than 80 percent of Area Median Income ("AMI")).

**"Blighted Property":** Commercial or residential property that meets one of the following requirements: (1) within the last five years, has been the subject of an order by the City or other government agency requiring environmental remediation of the property or requiring the property to be vacated, condemned, or demolished by reason of noncompliance with laws, ordinances, or regulations; or (2) has a structure on it built more than 25 years ago.

**"Commercial Construction":** Any non-residential development appropriate for commercially zoned areas within the City.

**"Industrial Construction":** Any non-residential development appropriate for industrially zoned areas within the City.

**"Mixed-Use Development":** Construction resulting in both residential and commercial spaces within the same development, and maintaining a commercial use at street level.

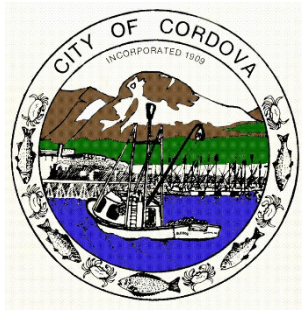
**"Substantial Completion":** The point in time at which the property may be occupied for its intended purpose per final inspection.

## **PROCEDURES FOR ECONOMIC DEVELOPMENT PROPERTY TAX EXEMPTION**

Any Applicant requesting an Economic Development Property Tax Exemption must first submit two (2) original applications with appropriate attachments to the City Clerk. Please submit your application to the following address:

**City of Cordova**  
PO Box 1210  
Cordova, Alaska 99574  
Attn: City Clerk

Upon submittal of the application, the City Clerk or designee shall review, and within ten (10) days of submission, notify the Applicant of any facial deficiencies.



**AGENDA ITEM # 13**  
**City Council Meeting Date: 01/04/26**  
**CITY COUNCIL COMMUNICATION FORM**

---

**FROM:** Colette Gilmour, Deputy City Clerk

**DATE:** Wednesday February 4, 2026

**ITEM:** Resolution 02-26-05 – Economic Development Property Exemption authorizing a mixed-use residential/commercial exemption on lot 4A, block 5, North Fill Development of 100% off the assessed improvement value for fifteen years

**NEXT STEP:** Decision on approval of Resolution 02-26-05

---

☐ ORDINANCE  
☒ RESOLUTION

☐ INFORMATION  
☐ MOTION

---

**I. REQUEST OR ISSUE:** Requested Actions: Decision on approval of Resolution 02-26-05  
Legal Description: Lot 4A, Block 5, North Fill Development

**II. RECOMMENDED ACTION / NEXT STEP:** Staff suggest the following motion: “I move to approve Resolution 02-26-05.”

**III. FISCAL IMPACTS:** Economic Development Property Tax Exemptions are not automatic and are to be offered selectively when a project meets the requirements that demonstrate a clear public and long-term economic benefit within the City of Cordova. This can include additional housing, real estate, private investment, job creation, improving or developing property in a way that benefits the community and strengthens Cordova’s long-term tax base once the exemption period ends.

**IV. BACKGROUND INFORMATION:** In addition to the eligibility requirements outlined in CMC 5.06 and 5.06.020, economic development property exemptions are also subject to the general provisions of CMC 5.07.060. This section of code outlines the City’s authority to impose conditions on exemptions, verify continued compliance, and take action if a project does not proceed or operate as approved. Approval of an exemption does not waive these requirements, and applicants remain responsible for meeting all applicable conditions throughout the exemption period, including filing an annual report with the City.



**V. LEGAL ISSUES:** Property tax exemptions for economic development are permitted under Alaska law but must be applied consistently and in accordance with municipal code. Other Alaska municipalities have faced legal and policy challenges when exemption criteria or compliance requirements were unclear or inconsistently applied. An applicant for exemption or deferral under Chapters 5.06 and 5.07 may appeal a determination of the city directly to the superior court as provided by rules of court applicable to appeals from the decisions of administrative agencies or may first appeal to the board of equalization as provided by law.

**VI. SUMMARY AND ALTERNATIVES:** City Council must review the attached application and decide whether the project meets the requirements in city code and whether the economic and public benefits are sufficient to support granting a temporary property tax exemption.

City Council could choose to (1) approve the Economic Development Property Tax Exemption as presented, (2) direct staff to amend the exemption, or (3) not approve the exemption with findings as application or project does not meet exemption requirements set by CMC 5.06 or 5.07.060.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 02-26-05**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AUTHORIZING A MIXED-USE RESIDENTIAL/COMMERCIAL, ECONOMIC  
DEVELOPMENT PROPERTY TAX EXEMPTION ON LOT 4A, BLOCK 5, NORTH FILL  
DEVELOPMENT PARK, FOR FIFTEEN YEARS**

**WHEREAS**, it is in the City of Cordova's interest to authorize an economic development property tax exemption application submitted by Bayside Storage, Paul and Linda Kelly, pursuant to CMC 5.06, for Lot 4A, Block 5 of North Fill Development Park, see application ("Attachment A"); and

**WHEREAS**, a person who qualifies for an economic development property tax exemption under CMC 5.07.060, mixed-use residential/commercial, may be exempted from property taxes on up to 100% off the assessed improvement value, for fifteen years; and

**WHEREAS**, the exemption goes into effect upon substantial completion of the development for which the exemption is sought; and

**WHEREAS**, "property used for economic development" as used in this section, means that part of real or personal property, as determined by the assessor, that is being developed or redeveloped in a manner intended to result in an outcome that causes an increase in, or avoids a decrease of, economic activity, gross domestic product, or the city tax base in such a manner that city council has determined an exemption or deferral from property tax is in the best interest of the Cordova community; and

**WHEREAS**, length and amount of exemption approved is at the sole discretion of the Cordova City Council; and

**WHEREAS**, the City Council authorized the economic development criteria set forth in this application, which has been adopted by ordinance, pursuant to the requirements of AS 29.45.050(m); and

**WHEREAS**, approval of this economic development property tax exemption application would primarily incentivize much needed additional real estate; and

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

Section 1. The City Clerk and Assessor is authorized and directed to grant an economic development property exemption to Bayside Storage, Paul and Linda Kelly, for Lot 4A, Block 5 of north fill development, in accordance with the terms in CMC 5.06 and 5.07.060. The exemption will be 100% off the assessed improvement value, for a total of fifteen years.

Section 2. Evidence of satisfaction of ongoing exemption criteria set forth in the "Application" must be provided in the annual report form to maintain the property tax exemption. Failure to demonstrate ongoing satisfaction of the exemption criteria on an annual basis will result in the revocation of the exemption and all back taxes from the time of qualification coming due and payable; and

Section 3. If the property to be used for economic development is not developed or created within the time specified in the application, the city may immediately terminate the deferral and take any other

action permitted by law including, but not limited to, collecting all property taxes accrued on the property during the construction deferral, collecting penalties and interest on the taxes owed from the date such taxes would have been due if no deferral had been granted, and attaching a tax lien to the property. (Ord. No. 1217, § 5, 8-7-2024, eff. 1-1-2025)

Section 4. The economic development property tax exemptions outlined here apply only to improvements to real property. The exemptions do not apply to the value of land on which the development or redevelopment is to be located.

Section 5. The exemptions under no circumstances transfer following sale of the real property for which an exemption has been granted.

**PASSED AND APPROVED THIS 4<sup>th</sup> DAY OF FEBRUARY 2026**

\_\_\_\_\_  
Kristen Smith, Mayor

ATTEST:

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

**CITY OF CORDOVA, ALASKA  
ECONOMIC DEVELOPMENT PROPERTY  
TAX EXEMPTION APPLICATION**

**File two originals of this Application for any and each property for which you are seeking an economic development property tax exemption or deferral. The Application must be filed with the City Clerk no later than January 15 of the year the exemption is desired to take effect.**

**OFFICIAL USE ONLY**

Application #: 02-2026

Date Received: 1-14-26

**ECONOMIC DEVELOPMENT PROPERTY TAX EXEMPTION**

**Cordova Municipal Code Section 5.07.060**

**Initial Application Fee \$300**

NOTICE: Application is to be filed with the City Clerk no later than January 15 of the year the exemption is desired to take effect.

Use separate paper to completely answer questions if you need additional room.

**SECTION 1 – APPLICANT NAME AND MAILING ADDRESS**

Name of Applicant: Bayside Storage Paul & Linda Kelly

Type of Applicant: Individual    Sole Proprietorship    Partnership    Corporation    Other (explain)

Current Mailing Address: Box 265 Cordova AK 99574

Phone: 907 424 3109

Email: LindaKellyAK@gmail.com

**SECTION 2 – PROPERTY OWNER**

Full Legal Name of the Owner of the Property: Paul & Linda Kelly

Title: Owners

Phone: 907 424 3109

Email Address: LindaKellyAK@gmail.com

**SECTION 3 – CONTACT PERSON**

Contact Person for this Application: Paul Kelly

Title: owner

Phone: 907 831 6940

Email Address: PaulKellyAK@gmail.com

**SECTION 4 – EXACT LOCATION FOR WHICH EXEMPTION IS SOUGHT**

Legal description of property for which this application is filed: LOT 4A, Block 5 North Fill Development

Property Parcel Identification Number(s):

02-060-128

Street Address of this property:

Sorrell Lane 201 ?

Use separate paper to completely answer questions if you need additional room.

#### SECTION 5 – PLANNED CONSTRUCTION

Please describe the nature of the planned development at the Property, per the exemption guidelines above:

Building is 95% complete  
See development plan provided to Planning Commission

#### SECTION 6 – COMMENCEMENT OF CONSTRUCTION

Date you began, or will begin, construction at this location:

March 2025

#### SECTION 7 – PLANNED COMPLETION

Date you plan to complete construction and/or qualify for a certificate of occupancy:

March 1 2026

#### SECTION 8 – TYPE OF DEVELOPMENT

Type of Development: Condominiums/Townhomes

Single-Family Home

Mixed-Use Residential/Commercial

Commercial

Rehabilitation

Units:

2 housing units — 29-storage units includes 5  
Business units

Description of improvements to real property for which exemption is requested:

new construction

#### SECTION 9 – LENGTH AND AMOUNT OF EXEMPTION

Note: Applicant may request an exemption for the term and amount described in detail above. All exemptions pertain to the assessed value of all qualifying improvements to real property – no exemption shall be granted for land. Length and amount of exemption approved is at the sole discretion of the Cordova City Council.

Exemption sought: 15 years – mixed-use development

Total number of years that applicant requests exemption: 15 years

#### SECTION 10 – OTHER CONSIDERATIONS FOR EXEMPTION DETERMINATION

Amount of total capital investment in the development or redevelopment of the Property:

\$750K

ass't value of land  
\$56,400

Commitment to local procurement and local hiring: 100%

List any products or services that are critical to your business that are not available locally or regionally:

Commitment to increasing the availability of affordable housing: 100%

**DATE OF APPLICATION:**

I hereby request the adoption of an ordinance granting an economic development property tax exemption on the above property. In addition to the information included herein (including attachments, if any), I agree to furnish such other information as the City Council, City Clerk, or the City Assessor may request in regard to the exemption requested herein. I hereby certify that the information stated in this economic development property tax exemption application is true, correct and complete to the best of my knowledge and belief, including any attached statements, schedules, etc. (If prepared by someone other than the Property Owner, the owner's declaration is based on all information of which he/she has any knowledge.)

Owner Name and Title: Paul & Linda Kelly

Signature: Paul Kelly

Type or Print Name: Paul Kelly

Date: 1-14-26

PREPARER/AUTHORIZED AGENT – Name and Address:

Telephone:

E-mail:

Signature:

Type or Print Name:

Date:

*I CERTIFY:* That the information I am supplying on and with this form is TRUE and CORRECT. I authorize the City of Cordova to obtain information necessary to verify my eligibility. If any person knowingly makes any false representations in any submission to the City related to an initial application for or review of a tax exemption or deferral under Chapter 5.07, that person shall be punishable by a fine as set forth in Chapter 1.28, of up to \$1,000/per fine, per day. Any misstatement of or error in fact may render an application null and void and may be cause for the revocation of any tax exemption or deferral adopted in reliance on such information.

Signature: Paul Kelly

Date: 1-14-26



**SECTION 11 – RECORDS AND CERTIFICATES**

List and attach All inspection records and certificates obtained for the development or redevelopment of the Property are described here, and provided by Applicant as Attachment 1 to this Application:

**SECTION 12 – OCCUPANCY**

List and attach All listings, leases, and occupancy reports showing how Applicant qualifies for exemptions requiring proof of occupancy shall be provided by Applicant as Attachment 2 to this Application.

**CONTINUING PERFORMANCE:**

EVIDENCE OF SATISFACTION OF ONGOING EXEMPTION CRITERIA SET FORTH IN THIS APPLICATION MUST BE PROVIDED IN THE ANNUAL REPORT FORM TO MAINTAIN THE PROPERTY TAX EXEMPTION. FAILURE TO DEMONSTRATE ONGOING SATISFICATION OF THE EXEMPTION CRITERIA ON AN ANNUAL BASIS WILL RESULT IN THE REVOCATION OF THE EXEMPTION AND ALL BACK TAXES FROM THE TIME OF QUALIFICATION COMING DUE AND PAYABLE.

**CITY ASSESSOR'S USE ONLY**

Total revenue available to the city for the current fiscal year from ad valorem tax sources: \$ 9,222,870 (2025 un-audited,  
not including fish tax)

Revenue lost to the City for the current fiscal year by virtue of all economic development property tax exemptions previously  
granted: \$ 0

Estimate of the revenue which would be lost to the City during the current fiscal year if the exemption applied for were granted  
and the property for which the exemption is requested would otherwise have been subject to taxation:

\$ 8,197.90 (building only, no land per code and calculated with current mill rate)

Estimate of the taxable value lost to the City if the exemption applied for was granted:

\$122,968.50 (assuming 15 years at a mill rate of 11.44)

Improvements to real property: \$

I have determined that the stated use of the Property listed above meets the definition, as defined by Cordova Municipal Code 5.07.060, of economic development, namely the development or redevelopment of real property intended to result in an outcome that causes an increase in, or avoids a decrease of, economic activity, gross domestic product, or the City tax base in such a manner that City Council has determined, per the guidelines set forth herein, that an exemption or deferral from property tax is in the best interest of the Cordova community. The exemption falls under the classification of:

Single-Family Residential \_\_\_\_\_ Affordable Housing \_\_\_\_\_ Multifamily Residential \_\_\_\_\_

Mixed-Use Development X Commercial Development \_\_\_\_\_ Rehabilitation \_\_\_\_\_

Last year for which exemption may be applied: 2041



Signature, City Assessor:

1/29/2026


Date:

\*Values from city and Appraisal Alaska- City Assessor

01-2025

# PERMIT

## City of Cordova, Alaska

	PERMIT NUMBER AND ISSUE DATE		
	<b>Permit Number:</b>	01-2025	
	<b>Permit Fee:</b>	\$325 + \$350 Tax Card	
	<b>Tax Exempt Card:</b>	Yes	
	<b>Tax Lot Number:</b>	02-060-128	
	<b>Property Address:</b>	203 Sorrel Lane	
	<b>Business License*:</b>	NA	
	<b>Zone District:</b>	North Fill Development Park	
	<b>PC Approval Date*:</b>	2/19/2025	
	<b>CC Approval Date*:</b>	NA	
	<b>Date Permit Issued:</b>	4/28/2025	
	<b>Permit Issued By:</b>	Amanda Hadley Coward, City Planner	
* If applicable			
APPLICANT DETAIL			
<b>Name:</b>	Paul Kelly		
<b>Mailing Address:</b>	PO BOX 265		
<b>City/State/Zip:</b>	Cordova, AK, 99574		
<b>Telephone Number:</b>	907-831-6940		
<b>Email Address:</b>	<a href="mailto:paulkellyak@gmail.com">paulkellyak@gmail.com</a>		
ZONING DETAIL			
<b>Approval is for:</b>	<b>Permit is subject to:</b>		
<input type="checkbox"/> Zoning Compliance Certificate	<input type="checkbox"/> City Business License		
<input checked="" type="checkbox"/> Building Permit	<input type="checkbox"/> Federal Permit		
<input checked="" type="checkbox"/> Conditional Use Permit	<input checked="" type="checkbox"/> Fire & Life Safety Approved Plan		
<input type="checkbox"/> Encroachment Permit	<input type="checkbox"/> Special Conditions - Attachment A		
<input type="checkbox"/> Exception Permit	<input checked="" type="checkbox"/> Site Plan Review (WCP or WI)		
<input type="checkbox"/> Flood Plain Permit	<input type="checkbox"/> Other: _____		
<input type="checkbox"/> Land Use Permit	<b>Notes:</b>		
<input type="checkbox"/> Sign Permit			
<input type="checkbox"/> Variance Permit			
<b>Scope of Work:</b>	Commercial + Residential Structure	<b>Issued Date:</b>	4/28/2025
<b>Estimated Cost:</b>	\$700,000.00	<b>Expiration Date:</b>	4/28/2026
<b>I certify that I will comply with the provisions of this permit and all applicable local, state, and federal laws:</b>			
<b>Applicant Signature:</b> <u>Paul Kelly</u> <small>Paul Kelly (Jun 10, 2025 09:30 CDT)</small>		<b>Date:</b> 06/10/2025	
<b>Approved By:</b> <u>Amanda Hadley Coward</u> Amanda Hadley Coward, City Planner		<b>Date:</b> 4/28/2025	

## ATTACHMENT A SPECIAL CONDITIONS

PARCEL IDENTIFICATION	
<b>Permit Number:</b>	01-2025
<b>Tax Lot Number:</b>	02-060-128
SPECIAL CONDITIONS	
<b>1</b>	Any and all construction is required to meet the current State and Local building standards and may require an inspection at the sole expense of the applicant.
<b>2</b>	Proper erosion control measures shall be implemented where necessary during and after construction activities.
<b>3</b>	The setback, height, and other zoning requirements for the Waterfront Industrial District must be met during and after construction.
<b>4</b>	<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">This permit is for:</div> <div>New Permit for Commercial and Residential Mixed Use Structure</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 30%;">located at:</div> <div>203 Sorrel Lane Cordova, Alaska 99574</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 30%;">only.</div> <div></div> </div>
<b>5</b>	Any supplementary work on this project not listed by the applicant or shown in the building plans will require a new building permit prior to commencement of the additional work.
<b>6</b>	All contractors and subcontractors working on the project will have a Cordova Business License.
<b>7</b>	Applicant is responsible for knowing the location of all easements, encumbrances, or any other conditions applicable to the property.
<b>8</b>	Property is outside of city sewer service area. Applicant must get Alaska Department of Environmental Conservation approval for septic system.
<b>9</b>	SETBACK INSPECTION REQUIRED: Prior to placing foundation owner or contractor shall schedule inspection with City Planner to verify setbacks. Property owner is responsible for locating property corner markers.
<b>Additional Pages:</b>	No
<b>Applicant Signature:</b>	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 60%;"> <small>Paul Kelly (Jun 16, 2025 09:30 CDT)</small>  Paul Kelly </div> <div style="width: 35%; text-align: right;"> Date: 06/10/2025 </div> </div>
<b>Approved By:</b>	<div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 60%;">  Amanda Hadley Coward, City Planner </div> <div style="width: 35%; text-align: right;"> Date: 4/28/2025 </div> </div>



THE STATE  
of ALASKA  
GOVERNOR MIKE DUNLEAVY

Department of Public Safety  
DIVISION OF FIRE AND LIFE SAFETY  
Plan Review Bureau – Anchorage  
5700 East Tudor Road  
Anchorage, Alaska 99705-1225  
Main: 907.269.2004  
Fax: 907.269.0098

04/24/2025

Return to Applicant: Paul Kelly  
182 Jim Poor Ave  
Cordova, AK 99574

SUBJECT: Bayside Storage #7 - Full Plan Review  
ADDRESS: 220 Sorrel Way  
CITY: Cordova  
PLAN REVIEW: 2025ANCH0350  
TYPE OF CONSTRUCTION: V-A  
OCCUPANCY: S-2 Storage, low hazard  
ADDITIONAL OCCUPANCY: R-3 Residential, <10 Occ, <5 rooms  
2021 INTERNATIONAL BUILDING AND FIRE CODE

Dear Paul Kelly:

Plans for the Full Plan Review have been reviewed by this office for conformity with the State Fire Safety Regulations and are hereby approved. Enclosed is a certificate of approval that must be posted on the premises until completion of the above project.

**It is prohibited to occupy this building until construction is completed, and if applicable, the Automatic Fire System(s) is installed, tested, and certified as operable.** Any changes to the approved plans must be submitted to this office for review and approval.

Approval of submitted plans is not approval of omissions or oversights by this office or noncompliance with any applicable regulations of the Municipal Government. The plans have not been reviewed for compliance with the federal Americans with Disabilities Act or structural requirements.

It must be understood that the inclusion of and compliance with State Fire Safety Regulations does not preclude the necessity of compliance with the requirements of local codes and ordinances.

If we can be of further assistance in this matter, please feel free to contact us at the address above.

Approved By:  
Steve Crouch  
Building Plans Examiner I  
steve.crouch@alaska.gov

Enclosure: Approval Certificate



Plan Review Approval Letter & Certificate

Grantor: State of Alaska, Department of Public Safety, Division of Fire & Life Safety

Grantee: Paul & Linda Kelly - Bayside Storage

Recording District:

Legal Description:

**State of Alaska  
Office of the State Fire Marshal  
Plan Review**

This is to certify that the plans for this **building** were reviewed by the *State Fire Marshal* on 4/24/2025 for conformance with AS 18.70.010 – 100; 13 AAC 50.027.

This certificate shall be posted in a conspicuous place on the premises named Bayside Storage #7 and shall remain posted until construction is completed.

**NOTICE:** Any changes or modifications to the approved plans **must** be resubmitted for review by the *State Fire Marshal*.

Plan Review #: 2025ANCH0350

By: 

Authority: AS 18.70.080  
Form: 12-741  
(6/01) **Full Plan Review**

Steve Crouch  
Building Plans Examiner I

# 01-2025 Building Permit - Paul Kelly

Final Audit Report

2025-06-10

Created:	2025-06-04
By:	Amanda Hadley Coward (planning@cityofcordova.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAHjcXQliefP7eN1WTNpT-Pgex3h4gaCNA

## "01-2025 Building Permit - Paul Kelly" History



Document created by Amanda Hadley Coward (planning@cityofcordova.net)

2025-06-04 - 5:55:20 PM GMT



Document emailed to Paul Kelly (paulkellyak@gmail.com) for signature

2025-06-04 - 5:55:24 PM GMT



Email viewed by Paul Kelly (paulkellyak@gmail.com)

2025-06-10 - 2:25:27 PM GMT



Document e-signed by Paul Kelly (paulkellyak@gmail.com)

Signature Date: 2025-06-10 - 2:30:40 PM GMT - Time Source: server



Agreement completed.

2025-06-10 - 2:30:40 PM GMT



Adobe Acrobat Sign



Boyside  
7

1-2025

# CITY OF CORDOVA



## BUILDING PERMIT APPLICATION

City of Cordova, Alaska

INSTRUCTIONS	PERMIT TYPE	FEE
Print or type requested information. Incomplete applications will be returned to the applicant and will delay issuance of the permit. The Building Permit Application also serves as an application for a Zoning Compliance Certificate.	<input type="checkbox"/> Residential Building Permit	\$125
	<input type="checkbox"/> Multi-Family Building Permit	\$225
	<input checked="" type="checkbox"/> Commercial Building Permit	\$325
	<input type="checkbox"/> Industrial Building Permit	\$425

+ 350 tax card

\$675.00

### APPLICANT INFORMATION

Name:	Paul Kelly
Mailing Address:	Box 265
City/State/Zip:	Cordova AK 99574
Phone Number:	907 424 3109 907 831 6940
Email Address:	Linda Kelly AK@gmail.com

### OWNER INFORMATION\*

Name:	
Mailing Address:	
City/State/Zip:	Same as above
Phone Number:	
Email Address:	

\*If different from applicant.

### CONTRACTOR INFORMATION\*

Contractor Name & License No.:	
Contractor Name & License No.:	
Contractor Name & License No.:	
Contractor Name & License No.:	

\*List all contractors working on project. Contractors must have a Cordova Business License.

### PROJECT INFORMATION

Scope of Work:	New building
Construction Start Date:	Summer 2023
Estimated Cost:	\$700K

### PROPERTY INFORMATION\*

Address:	203 SORREL LANE
Legal Description:	02-060-128
Tax Lot No.:	Lot 4A, North Fill Development Park Addition #2
Zone District:	Water Front Industrial

\*Planning Department can assist if unknown.

ADDITIONAL INFORMATION			
Describe Scope of Work in detail:		refer to drawing at P+2	
Dimensions, height, and square footage of construction:		80x40' - 25' 7000 sq	
Existing off-street parking spaces:		yes	
Proposed off-street parking spaces:			
Required setbacks:	Front:	X	Proposed setbacks:
	Rear:	X	
	Left:	X	
	Right:	X	
		Front:	20'
		Rear:	12'
		Left:	20'
		Right:	14'
Maximum zoning height:		Proposed height:	
OTHER QUESTIONS*			
Yes	<input checked="" type="radio"/> No	Will you be installing a septic system? If yes, please provide	
Yes	<input checked="" type="radio"/> No	Are you developing a new driveway that exits onto a State Road?	
Yes	<input checked="" type="radio"/> No	Does property contain drainages, creeks, wetlands, or other water features?	
<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> No	Will you be using fill to develop the lot?	
Yes	<input checked="" type="radio"/> No	Is this Building Permit for a Mobile Home?	
<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> No	Is the property within a Flood Plain?	
Yes	<input checked="" type="radio"/> No	Is your property within the Eyak Lake Area Meriting Special Attention?	
<input checked="" type="radio"/> Yes	No	Do you intend to get a Sales Tax Exemption Card (2180)? \$350.00	
<input checked="" type="radio"/> Yes	No	Do you need to have a Site Plan Review (Zones WCP or WI)?	
*Additional information may be required as part of the application. See Planning Staff if you don't understand any of these questions.			
ATTACHMENTS			
For new construction or substantial changes:		Residential building larger than a three-plex or any Commercial or Industrial building:	
Detailed Plot Plan <input checked="" type="checkbox"/>		Fire and Life Safety Review	
Front Elevation Drawing <input checked="" type="checkbox"/>		Other:	
Side Elevation Drawing <input checked="" type="checkbox"/>			
Recommended:			
As-Built Survey			
Photos <input checked="" type="checkbox"/>			
Additional Permits:			
Variance Permit			
Conditional Use Permit <input checked="" type="checkbox"/>			
APPLICANT CERTIFICATION			
By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting site inspections.			
Applicant Signature: <u>Paul Kelly</u>		Date: <u>1-24-25</u>	
Print Name and Title: <u>Paul Kelly</u>			

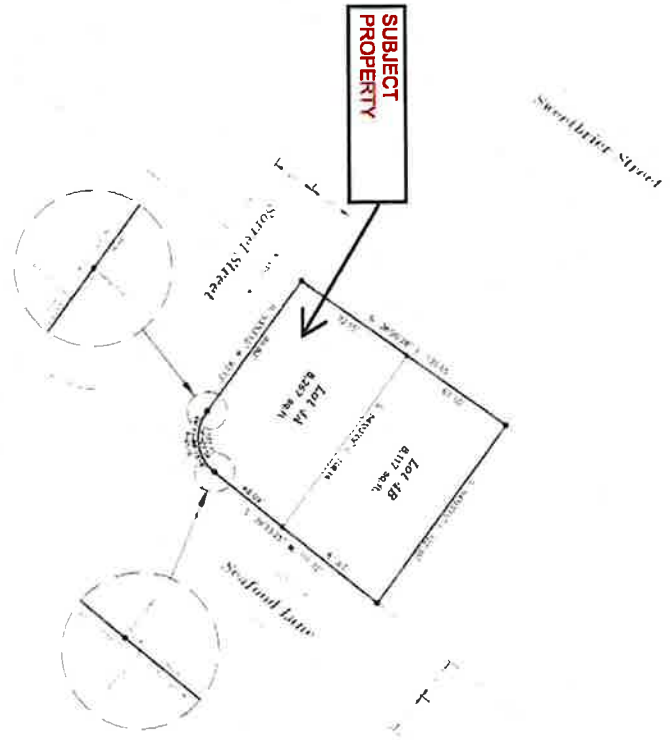
**SURVEYOR'S CERTIFICATE**  
 I, the undersigned, being a duly qualified and licensed Surveyor of the State of Alabama, do hereby certify that the foregoing is a true and correct copy of the original survey as the same appears in my records.



6/2/01

**WATERWAY DIVISION**  
 The following is a true and correct copy of the original survey as the same appears in my records.

**LEGEND**  
 1/2" = 1' 0"



3001-10  
 RECORDED 10800  
 7-16 10 EL. 30  
 3 1/2" 9' 0" 10 EL. 30  
 1/2" 1/2" 10 EL. 30



**OWNER'S DECLARATION**  
 I, the undersigned, being the owner of the property described in the foregoing survey, do hereby declare that the same is a true and correct copy of the original survey as the same appears in my records.

**NOTARY'S ACKNOWLEDGMENT**

**TAX CERTIFICATIONS**

**PLAT APPROVAL**

**NOTES**

6/2/01  
 6/2/01  
 6/2/01

**SENTEC, Inc.**  
 2100 Douglas Avenue, Suite 200  
 Birmingham, Alabama 35202  
 Tel: (205) 251-1000 Fax: (205) 251-1001





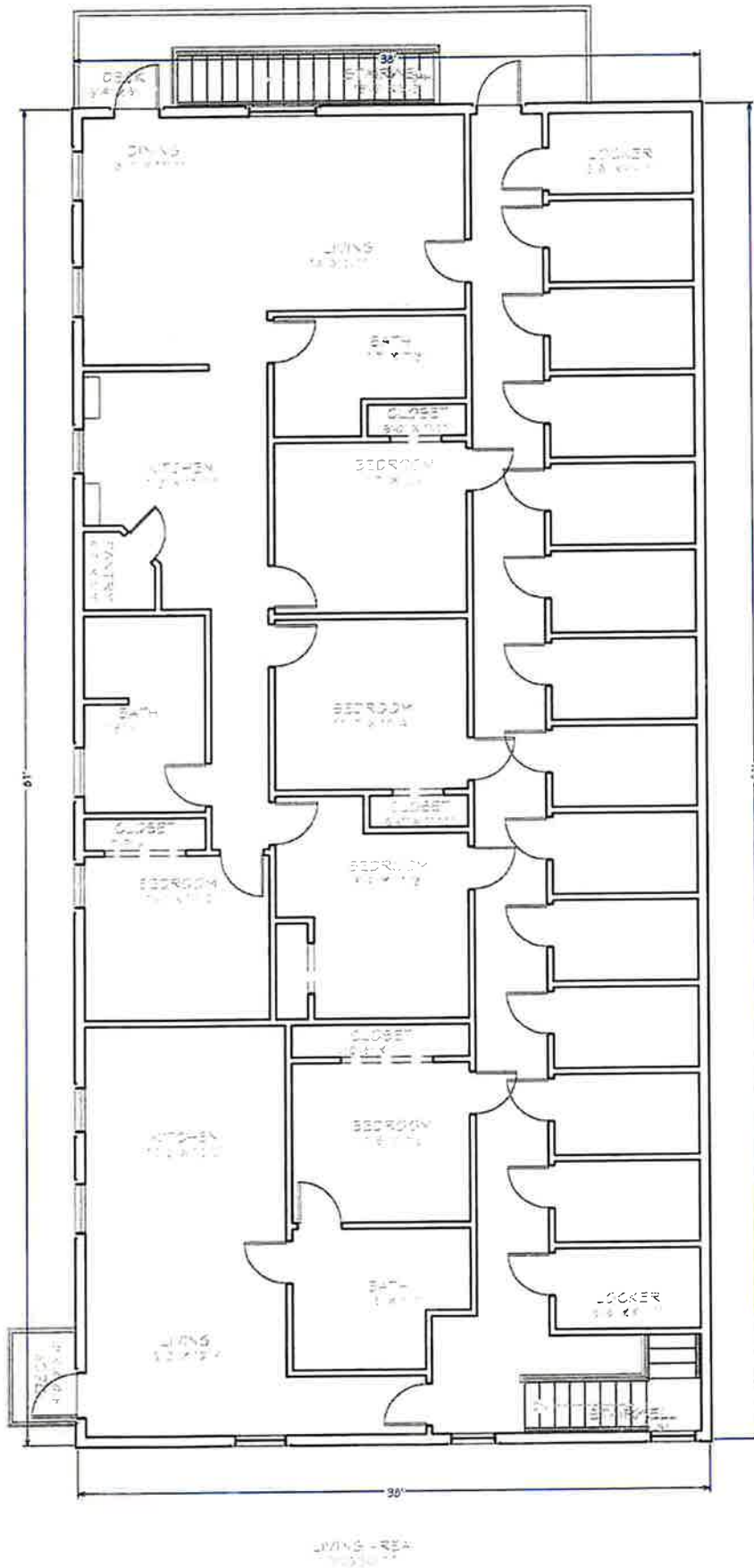












01-2025

**CITY OF CORDOVA**

601 First Street

PO Box 1210

Cordova AK 99574

Phone: 907-424-6200

**INVOICE**

Date	Number	Page
01/27/2025	4143	1

**Bill To:** Paul Kelly  
PO Box 265  
Cordova AK 99574

**Customer No.** 1679

**Contact:** Paul Kelly

Quantity	Description	Unit Price	Net Amount
1	BP-01-2025 Tax Lot 02-060-128	325.00	325.00
1	CAPPED SALES TAX BP-01-2025	350.00	350.00
<b>Amount</b>			675.00

**Balance Due** 675.00

# CITY OF CORDOVA



## CONDITIONAL USE PERMIT APPLICATION

City of Cordova, Alaska

INSTRUCTIONS	PERMIT TYPE	FEE
Print or type requested information. Incomplete applications will be returned to the applicant and will delay processing of the request. Applications must be received by the Planning Department 21 days prior to the next Planning Commission Regular Meeting, which is scheduled the second Tuesday of each month.	Conditional Use Permit	\$250

### APPLICANT INFORMATION

Name:	Paul Kelly
Mailing Address:	P.O. Box 265
City/State/Zip:	Cordova, AK 99574
Phone Number:	(907) 424-3109
Email Address:	linda.kellyak@gmail.com

### OWNER INFORMATION

Name:	u //
Mailing Address:	
City/State/Zip:	
Phone Number:	
Email Address:	

Only complete this section if owner is different from applicant.

### PROPERTY INFORMATION

Address:	203 Sacred Lane
Legal Description:	Lot 4A, North Fill Development Park Addition #2
Tax Lot No.:	02-060-128
Zone District:	Waterfront Industrial

Planning Department can assist if unknown.

REQUEST DESCRIPTION
Please describe your requested conditional use in detail as well as the proposed time frame for the new use.
two dwelling residential units on 2nd story. Rest commercial storage units.
You may add any additional documents which will help the Planning Commission better understand the request, such as a cover letter, drawings, maps, or photographs.
CONDITIONAL USE STANDARDS
The Planning Commission may only approve the conditional use if the commission finds that <u>ALL</u> of the following standards are met. You must include a statement and adequate evidence showing that each of the standards has been met. Use additional pages if needed.
The use is consistent with the purpose of this chapter (Chapter 18.60 - Conditional Use Permits) and is compatible with the zoning district and the comprehensive plan.
Yes.
The use will not permanently or substantially injure the lawful use of neighboring properties.
Yes.
Public services and facilities are adequate to serve the proposed use.
Yes.



The proposed use will not have a permanent negative impact on pedestrian and vehicular traffic circulation and safety substantially greater than that anticipated from permitted development.

Yes.

The proposed use will not adversely affect the public's safety, health, or general welfare.

Yes.

#### OTHER CONDITIONAL USE REQUIREMENTS

Any application approved by the planning commission shall be conditional upon the privilege granted being utilized within six (6) months after the effective date of approval.

Plot plan is required. The plot plan needs to be drawn to scale, showing the location of all existing and proposed buildings or improvements, elevations of such buildings or alterations, and off-street parking areas.

The City Planning Commission shall have the authority to impose such conditions and safeguards as it deems necessary to protect the best interests of the surrounding property or neighborhood and the Comprehensive City Plan and zoning ordinance.

If applicant is not the owner of the subject lot, the owner's signed authorization granting applicant the authority to (a) apply for the conditional use permit and (b) bind the owner to the terms of the conditional use permit, if granted.

Some conditional uses (telecommunication tower, marijuana establishments, junkyards, and others) are subject to additional requirements in Chapter 18.60 of the Cordova Municipal Code.

#### APPLICANT CERTIFICATION

By the signature attached hereto, I certify that I am the owner or duly authorized owner's agent and that the information provided within this application and accompanying documentation is correct. Furthermore, I hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting site inspections.

Applicant Signature:

Paul Kelly

Date: 2/19/2025

Print Name:

Paul Kelly

**CITY OF CORDOVA**

601 First Street

PO Box 1210

Cordova AK 99574

Phone: 907-424-6200

**INVOICE**

Date	Number	Page
02/19/2025	4196	1

Bill To: Paul Kelly  
PO Box 265  
Cordova AK 99574

**Customer No.** 1679**Contact:** Paul Kelly

Quantity	Description	Unit Price	Net Amount
1	Conditional Use Permit 02-060-128	250.00	250.00
<b>Amount</b>			250.00

**Balance Due** 250.00

# CONDITIONAL USE PERMIT

## CITY of CORDOVA

### PLANNING & ZONING COMMISSION

The Planning and Zoning Commission, at a public hearing held on February 11, 2025, heard a request for a Conditional Use Permit submitted by Paul Kelly.

The hearing was properly noticed and called in accordance with section 18.64, Conditional Use Permits, of the Cordova City Code.


After hearing public testimony related to the nature of the request, and after due deliberation on the issues and testimony related to the request, at a meeting held on February 11, 2025, the commission grants a Conditional Use Permit for two residential dwelling units on the second floor not to exceed 50% of the building. This approval is associated with Lot 4A, North Fill Development Park Addition #2.

The Staff report and minutes of the meeting can be found online on the city website or by requesting a copy from the City Planner.

With the following conditions:

1. Two Residential Dwelling Units on the Second Story of the Structure.
2. The Residential Portion of the Structure will not exceed 50% of the Overall Square Footage of the Building.
3. \_\_\_\_\_
4. \_\_\_\_\_

This decision shall become final and effective February 11, 2025.

  
\_\_\_\_\_  
Mark Hall, Vice Chair  
Planning and Zoning Commission  
City of Cordova

2-19-25  
Date

Attest:   
Amanda Hadley Coward, City Planner

# **SITE PLAN REVIEW - ZONING APPLICATION** **CITY OF CORDOVA**

## **INSTRUCTIONS**

Print or type requested information. Incomplete applications will be returned to the applicant and will delay the processing of your request. All applications must be filed with the Planning Department **21 days prior to** the next Planning Commission meeting date.

TYPE OF REQUEST	FEE
Site Plan Review	varies
Residential	\$50
Multi-Family	\$100
<input checked="" type="checkbox"/> Commercial	\$150
Industrial	\$200

## **APPLICANT INFORMATION**

Name	Paul Kelly
Address	P.O. Box 265 Cordova, AK 99574
Telephone [home]	(907) 424-3109 (907) 831-6940
Business Name	Payside Storage
Business Address	
Telephone [business]	
Business FAX	
Project architect/engineer	
Address of architect/engineer	
Telephone of architect/engineer	

## **PROPERTY/PROJECT INFORMATION**

Address of subject property	203 Sorrel Lane
Parcel identification number	02-060-128
Property owner [name/address]	Paul & Linda Kelly
Current zoning	Waterfront Industrial District
Proposed use	Storage Units + 2 apartments
Construction start date	
WAA	

ZONING APPLICATION	
Owner of property (if different than applicant). If multiple owners, list names and addresses of each and indicate ownership interest. Attach additional sheet if necessary.	
Real Estate Firm/Broker handling sale of property. Provide name and address. <b>Note:</b> <i>If you do not own the property, you must provide a copy of a Purchase Agreement or instrument acceptable to the city indicating the owner is fully aware of, and in agreement with, the requested action.</i>	
City Business License Permit Number (if applicable)	

APPLICANT CERTIFICATION	
<p>By the signature(s) attached hereto, I (we) certify that the information provided within this application and accompanying documentation is, to the best of my (our) knowledge, true and accurate. Furthermore, I (we) hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting necessary site inspections.</p>	
By: <u>Paul Kelly</u> <small>Paul Kelly (Feb 4, 2025 7:35 -1ST)</small> (Signature)	By: _____ (Signature)
Name: <u>Paul Kelly</u> (Type/Print)	Name: _____ (Type/Print)
Date: <u>February 03, 2025</u>	Date: _____
<p><b>Appeal Procedures:</b> A decision of the Planning Commission may be appealed to the Board of Adjustment. An appeal must be filed in writing with the City Clerk within ten (10) days of the decision. In accordance with the procedures outlined in Section 18.64.030 of the City of Cordova Zoning Code.</p>	
CITY USE ONLY - PLEASE DO NOT WRITE IN THIS SECTION	
ITEM	ACTION
Date application received:	
Fee paid:	
Does application require a public hearing?	
Planning Commission:	
City Council:	
Staff review date/reviewer name:	
Planning Commission final action:	
City Council final action:	
Other:	

# **SITE PLAN REVIEW 18.42**

A zoning compliance permit for property within the City of Cordova expires eighteen (18) months after the date it is issued. Excavation is not considered construction.

6. Has a variance been granted? { }Yes { }No
7. Is there a new: { }Garage? { }Carport? Is it attached to the residence? { }Yes { }No
8. Is there an apartment above the garage? { }Yes { }No
9. Off-street parking: Existing \_\_\_\_\_ Proposed \_\_\_\_\_
10. Required Setbacks: Front \_\_\_\_\_ Left Side \_\_\_\_\_ Right side \_\_\_\_\_ Rear \_\_\_\_\_ Height \_\_\_\_\_
11. Proposed Setbacks: Front \_\_\_\_\_ Left Side \_\_\_\_\_ Right side \_\_\_\_\_ Rear \_\_\_\_\_ Height \_\_\_\_\_
12. Sewage Disposal:
- { }Private marine outfall: { }Existing { }New Specify owner/location: \_\_\_\_\_
- { }Private on-site sewer: { }ADEC Certification Attached
- NOTE: Property owners with a private system need an ADEC permit showing sewer system is operational before Permit can be issued. Please contact ADEC at (907) 225-6200*
13. Water supply: { }Cistern (show on site plan) { }City
14. Is the construction occurring on a grandfathered structure (build prior to August 7, 1967)? \_\_\_\_\_
15. Is there a building currently on the property? { }Yes { }No
16. Which licensed surveyor will be doing your foundation/as-built Survey? \_\_\_\_\_
17. Is your driveway exit and adjoining roads shown on the site plan? { }Yes { }No
- Are you building a new driveway that exits onto a State road or highway? { }Yes { }No
- If YES, an ADOT Driveway Permit is required. (See bottom page 4)
18. Does this property contain drainages, creeks, wetlands, or other water features? { }Yes { }No
- Does your lot abut salt water? { }Yes { }No
- Have you or will you be using fill to develop your lot? { }Yes { }No
- (If you answered YES to any of the above three questions, you may need to contact the U.S. Army Corps of Engineers or other State agencies about additional permitting requirements.. Please see Planning staff for information.)*
19. Is this permit for a tax-exempt use? { }Yes { }No
20. Has a Conditional Use Permit been issued? { }Yes { }No
21. Is this permit for a mobile building? { }Yes { }No
- Year \_\_\_\_\_ Model \_\_\_\_\_ Serial No. \_\_\_\_\_
22. Is your property within a Flood Plain or Coastal Zone? (see staff for interpretation) \_\_\_\_\_
- Elevation Certificate/Flood Hazard form attached



#### APPLICATION INFORMATION

**Parking:** Each residential dwelling unit must have at least two (2) vehicular off-street parking spaces.

**Water and Sewer:** Applicants must obtain a water/sewer application from City Hall. Fees vary.

**Sewage Disposal:** All proposed sewage systems outside of City Limits (unrestricted district) must

**Site plan, Building Height, and Building plan:** *Two copies* of a site, building height, and building plan, *drawn to scale (1"=x')*, must be submitted with the application. Plans must show all property

Please include a building height (elevation) drawing. *As-built surveys* prepared by a licensed land

**Snow and Wind loads:** 100 lbs. per square foot ground snow load and 120 mph wind load

**Lot and Yard Regulations:** Cornices, canopies, eaves or other similar architectural features not

**Seismic Zone:** D

State-Owned Roads in Cordova  
Lake Avenue  
Power Creek Road  
Copper River Highway/New England Cannery Road  
Whitshed Road






# 0240\_001

Final Audit Report

2025-02-05

Created:	2025-02-05
By:	Amanda Hadley Coward (planning@cityofcordova.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYncXgxSldqU0eUqVTe-GQKGm5dYyO_sy

## "0240\_001" History

-  Document created by Amanda Hadley Coward (planning@cityofcordova.net)  
2025-02-05 - 1:50:48 AM GMT
-  Document emailed to Paul Kelly (paulkellyak@gmail.com) for signature  
2025-02-05 - 1:50:52 AM GMT
-  Email viewed by Paul Kelly (paulkellyak@gmail.com)  
2025-02-05 - 2:35:21 AM GMT
-  Document e-signed by Paul Kelly (paulkellyak@gmail.com)  
Signature Date: 2025-02-05 - 2:39:22 AM GMT - Time Source: server
-  Agreement completed.  
2025-02-05 - 2:39:22 AM GMT

**CITY OF CORDOVA**

601 First Street

PO Box 1210

Cordova AK 99574

Phone: 907-424-6200

**INVOICE**

Date	Number	Page
02/07/2025	4192	1

**Bill To:** Paul Kelly  
PO Box 265  
Cordova AK 99574

**Customer No.** 1679

Contact: Paul Kelly

Quantity	Description	Unit Price	Net Amount
1	Site Plan Review Commercial 02-060-128	150.00	150.00

**RECEIVED**

FEB 07 2025

**City of Cordova****Amount** 150.00**Balance Due** 150.00

## Exemption PT Appl Fee

Misc - Exemption PT Appl Fee	300.00
Total:	300.00
Check            Check No: 005111	300.00
Payor: Paul and Linda Kelly	
Total Applied:	300.00
Change Tendered:	.00

01/14/2026 4:24 PM

## **GUIDELINES AND CRITERIA FOR ECONOMIC DEVELOPMENT PROPERTY TAX EXEMPTIONS**

### **GENERAL INFORMATION**

The State of Alaska revised the definition of economic development under Title 29 of the Alaska Statutes in 2022. Previously, the economic development exemption was limited to certain specific criteria related to businesses and their economic impact. The revised statute expanded local government's ability to legislate at the local level the scope and criteria of economic development exemptions enacted by local ordinance.

The Cordova City Council met multiple times in 2023 and 2024 to identify the economic development criteria set forth in this application, which has been adopted by ordinance, pursuant to the requirements of AS 29.45.050(m). City Council ultimately determined that this application would include economic development criteria associated with the development and redevelopment of real property in Cordova, primarily to incentivize much needed additional housing for residents.

This Application sunsets on December 31, 2027, requiring the Cordova City Council to at that time either adopt the same criteria by ordinance or identify new criteria to address community needs for economic development.

### **REFERENCES**

#### **CMC 5.06.020 Applications – Initial Review:**

- A. Applications for exemptions and deferrals must be submitted by January 15 of the year in which they are sought, unless a different application deadline is specified in Chapter 5.07 of this code. The City will not consider the granting of any tax exemption or deferral under Chapter 5.07 until the applicant submits a full and complete application and provides such additional information as may be requested by the City Clerk, assessor, and City Council. The assessor may make an independent investigation of the application or property in making a determination under this section. The City Clerk shall notify the applicant, in writing, of the City Clerk's completeness determination on the application for exemption.
- B. The City Clerk may prepare a standard application form that upon completion will provide adequate and sufficient information to determine whether any tax exemption or deferral should be granted. The accuracy of the information provided in the application must be verified by oath of the applicant or an authorized officer of the applicant.
- C. If the applicant fails or refuses to provide information required or requested by the City within the time period established by the City, the exemption shall be denied.
- D. An applicant delinquent in the registration for, filing of a return, or payment of, any City property or sales tax, City special assessment, or City utility bill may not be granted an exemption and/or deferral under this section.
- E. Any person requesting a tax exemption or deferral pursuant to this Chapter and Chapter 5.07 shall pay to the City an initial application fee which must be submitted at the same time the application form is submitted. Application fees shall be set forth in the City's fee schedule.
- F. If any person knowingly makes any false representations in any submission to the City related to an initial application for or review of a tax exemption or deferral under this Chapter or Chapter 5.07, that person shall be punishable by a fine as set forth in Chapter 1.28. Any misstatement of or error in fact may render an application null and void and may be cause for the revocation of any tax exemption or deferral adopted in reliance on such information.
- G. Exemptions claimed under Section 5.07.010 are governed by the process and timeline mandated by the State as set forth in that section.

#### **CMC 5.07.060 Economic Development Property Exemption**

- A. The assessed value of property used for economic development, as defined in this Chapter, may be exempt from City property taxes or receive a deferral from City property taxes under the conditions listed in this section.
- B. "Property used for economic development" as used in this section, means that part of real or personal property, as determined by the assessor, that is being developed or redeveloped in a manner intended to result in an outcome that causes an increase in, or avoids a decrease of, economic activity, gross domestic product, or the City tax base in such a manner that City Council has determined an exemption or deferral from property tax is in the best interest of the Cordova community.
- C. Property used for economic development may be:
  - 1. Exempted from property taxes on up to one hundred percent of the assessed value of the property for a period determined by City Council and adopted by ordinance;
  - 2. Deferred from payment of taxes for a period determined by City Council and adopted by ordinance; or
  - 3. Deferred from payment of property taxes until substantial completion of construction if a property owner is in the process of developing or building property used for economic development but has not yet completed construction on such property.
- D. City Council shall approve the economic development exemption and deferral application form, and any substantive changes to that application, by ordinance. The application shall specify the specific types of land use that causes an increase in or avoids a decrease of economic activity, gross domestic product, or City tax base in such a manner that an exemption or deferral from property tax is in the best interest of the Cordova community. The application shall specify the terms and

conditions of an exemption or deferral. The approved application form and any changes to the form shall be published at least 30 days before taking effect. Except as otherwise provided in this section, an application under this section shall be processed in the same manner as all applications under this Chapter and Chapter 5.06.

- E. In addition to the application requirements and specifications adopted in the application itself or otherwise specified in this Chapter or Chapter 5.06, an applicant seeking a construction deferral must also submit a development plan to be approved by the city assessor. Upon construction of the economic development property satisfactory to the City, the City may change deferral under this subsection into an exemption which shall not exceed the remainder of the five-year period from the date the deferral was approved.
- F. If the property to be used for economic development is not developed or created within the time specified in the application, the City may immediately terminate the deferral and take any other action permitted by law including, but not limited to, collecting all property taxes accrued on the property during the construction deferral, collecting penalties and interest on the taxes owed from the date such taxes would have been due if no deferral had been granted, and attaching a tax lien to the property.

## **EXEMPTIONS**

### **REQUIREMENTS**

- 1) The economic development property tax exemptions outlined here apply only to improvements to real property. The exemptions do not apply to the value of land on which the development or redevelopment is to be located.
- 2) The exemptions under no circumstances transfer following sale of the real property for which an exemption has been granted.
- 3) All development that is granted an exemption per the terms set forth below and entails construction must be subject to inspection as required by the Codes adopted by the authority having jurisdiction (the State Fire Marshal) at the cost of the Applicant.

### **Single-Family Residential**

The Single-Family Residential Exemption is an eight-year exemption from the property taxes owed on the first one hundred fifty thousand dollars of the assessed value of improvements for the construction of single-family homes to include standalone homes and townhomes. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

### **Affordable Housing**

The Affordable Housing Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of the improvements under the circumstances and for the durations detailed below. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

<b>Maximum Eight-Year Exemption</b>	<b>Maximum Twelve-Year Exemption</b>	<b>Maximum Fifteen-Year Exemption</b>
Multifamily housing of any kind (duplex, triplex, condominiums, apartments) offered for rent at market rates for duration of exemption. No requirement to establish below market rate rents.	Multifamily housing consisting of four units or more, with at least 25 percent of units offered for rent as affordable units for duration of exemption.	Multifamily housing consisting of four units or more, with at least 25 percent of units providing three bedrooms or more, offered for rent as affordable units for duration of exemption.

### **Multifamily Residential**

The Multifamily Residential Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of improvements under the circumstances and for the durations detailed below. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

<b>Five-Year Exemption</b>	<b>Eight-Year Exemption</b>	<b>Twelve-Year Exemption</b>
Construction of one or more duplexes or provision/installation of a new construction trailer home in an existing trailer home park. In either instance, the property must be some combination of owner-occupied, and/or offered on a long-term rental basis (minimum 12-month lease) for the duration of the exemption.	Construction of multifamily housing of fourplexes to eightplexes. Seventy-five percent of units must be owner-occupied or offered on a long-term rental basis (minimum 12-month lease) for the duration of the exemption.	Construction of multifamily housing in excess of eight units, to include condominiums and apartments. Seventy-five percent of units must be some combination of owner-occupied and offered on a long-term rental basis (minimum 12-month lease) for the duration of the exemption.



### **Mixed-Use Development**

The Mixed-Use Development Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of improvements for the construction of mixed-use development for a period of fifteen years. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

### **Commercial Development**

The Commercial Development Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of improvements for new commercial or industrial construction for a period of ten years. If granted, the exemption goes into effect upon substantial completion of the development for which the exemption is sought.

### **Rehabilitation**

The Rehabilitation Exemption is an exemption of 100 percent of the property taxes owed on the assessed value of improvements to blighted commercial or residential properties. The exemption requires the redevelopment of a parcel, in the form of either significant upgrades or full replacement of existing blighted improvements. The Rehabilitation Exemption can be applied for prior to January 15 of the year in which construction is meant to encourage the redevelopment of blighted properties in the City. If the proposed development is not completed upon the timeline set forth in the Applicant's application, the one-year exemption shall be revoked, and all taxes previously waived per the exemption will become due immediately.

## **DEFINITIONS**

The following definitions pertain only for purposes of obtaining the property tax exemptions contained herein. They are not applicable to any land use or zoning determinations made by the city under the Cordova Municipal Code.

**"Affordable Units":** Units offered at rent or sales prices associated with the U.S. Department of Housing and Urban Development's "low income" designation (currently rent affordable for families earning no more than 80 percent of Area Median Income ("AMI")).

**"Blighted Property":** Commercial or residential property that meets one of the following requirements: (1) within the last five years, has been the subject of an order by the City or other government agency requiring environmental remediation of the property or requiring the property to be vacated, condemned, or demolished by reason of noncompliance with laws, ordinances, or regulations; or (2) has a structure on it built more than 25 years ago.

**"Commercial Construction":** Any non-residential development appropriate for commercially zoned areas within the City.

**"Industrial Construction":** Any non-residential development appropriate for industrially zoned areas within the City.

**"Mixed-Use Development":** Construction resulting in both residential and commercial spaces within the same development, and maintaining a commercial use at street level.

**"Substantial Completion":** The point in time at which the property may be occupied for its intended purpose per final inspection.

## **PROCEDURES FOR ECONOMIC DEVELOPMENT PROPERTY TAX EXEMPTION**

Any Applicant requesting an Economic Development Property Tax Exemption must first submit two (2) original applications with appropriate attachments to the City Clerk. Please submit your application to the following address:

### **City of Cordova**

PO Box 1210

Cordova, Alaska 99574

Attn: City Clerk

Upon submittal of the application, the City Clerk or designee shall review, and within ten (10) days of submission, notify the Applicant of any facial deficiencies.



# City Council of the City of Cordova, Alaska

## Pending Agenda

### February 4, 2026 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) - <b>Oct '23</b>	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) Fill projects - for shipyard, for businesses, potential locations	3/19/2025
9) Per ordinance 1231 - Council to revisit AMLIP account quarterly	5/21/2025
10) Annexation of whitshed/other surrounding areas and/or research/ borough formation	8/6/2025
11) MOU with Chamber for tourism mktg - tie funding to deliverables and a % of public accomodations tax rev	10/15/2025
12) Prospect of changing City fiscal year from calendar year (1/1-12/31) to 7/1-6/30 (State's fiscal year)	11/19/2025

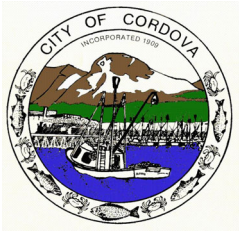
B. Resolutions, Ordinances, other items that have been referred to staff or may need to be revisited	date referred
1) <b>Res 12-18-36</b> re E-911, will be back when a plan has been made	12/19/2018

C. Upcoming Meetings, agenda items and/or events: with specific dates
1) Capital Priorities List, <u>Resolution 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: <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <span><b>4/15/2026</b></span> <span><b>7/15/2026</b></span> <span><b>10/21/2026</b></span> <span><b>1/20/2027</b></span> </div>
3) Joint City Council and School Board Meetings - twice per year, May & October before Council mtg in <b>May</b> <span style="float: right;">6pm @ CHS before Sch Bd mtg <b>Oct.</b> or <b>Nov.</b></span>
4) Clerk's evaluation - each year in Sept (prior to budget) - next <b>Sept 2026</b>
5) Manager's evaluation - each year in Sept (prior to budget) - next <b>Sept 2026</b>
6) In <b>May</b> each year City will provide public outreach regarding beginning of bear season <span style="float: right;">photo by Wendy Ranney</span>
7) Each year in <b>May</b> or <b>June</b> Council will approve by Resolution, the School's budget and City's contribution
8) Quarterly work sessions on City finances (compare budget to actuals)



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

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  
February 4, 2026 Regular Council Meeting**

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

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

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

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

- 1) Prince William Sound Regional Citizens Advisory Council**
- |                    |                      |                            |
|--------------------|----------------------|----------------------------|
| <b>David Janka</b> | appointed March 2024 | 2 year term until May 2026 |
|--------------------|----------------------|----------------------------|
- 2) Prince William Sound Aquaculture Corporation Board of Directors**
- |                       |                     |                            |
|-----------------------|---------------------|----------------------------|
| <b>Tommy Sheridan</b> | appointed June 2024 | 3 year term until Oct 2027 |
|-----------------------|---------------------|----------------------------|
- 3) Alaska Mariculture Alliance**
- |                      |                      |                  |
|----------------------|----------------------|------------------|
| <b>Sean Den Adel</b> | 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 18<sup>th</sup> DAY OF DECEMBER 2024**



David Allison, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk









# February 2026

CALENDAR MONTH	<b>FEBRUARY</b>
CALENDAR YEAR	<b>2026</b>
1ST DAY OF WEEK	<b>SUNDAY</b>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Mar 3, 2026 Election: last day to register in order to vote 2/1/26	2 Mar 3, 2026 Election: declaration of candidacy period opens 12/16/25 and closes 2/2/26	3 YOUR CITY YOUR VOTE	4 THE CORDOVA ICEWORM FESTIVAL January 31st - February 7th 2026 6:45 Public Hearing 7:00 Council reg mtg CCAB	5	6 Cordova Iceworm Festival Presents Ice & Dice JANUARY 31 <sup>ST</sup> - FEBRUARY 7 <sup>TH</sup> 2026	7
8 SUPER BOWL FEBRUARY 8, 2026	9	10	11 Early Voting: City Election at Cdv Ctr/City Hall: 2/10 - 2/13 8a-5p	12	13	14
15	16 Presidents Day Holiday City Offices closed	17 6:30 P&Z CCAB	18 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	19	20	21
22	23	24 5:30 CTC Board Meeting CCER	25 7:00 Council reg mtg CCAB	26	27	28
1	2	3 Early Voting: City Election at Cdv Ctr/City Hall: 2/23 - 2/27 8a-5p	4 6:00 P&R CCM	5 6:00 CEC Board Mtg CCER	6 12:00 Hosp Svc Bd HCR	7
8	9	<b>Notes</b> Legend: CCAB-Community Rms A&B HSL-High School Library CCA-Community Rm A CCB-Community Rm B CCM-Mayor's Conf Rm CCER-Education Room LN-Library Fireplace Nook CRG-Copper River Gallery HCR-CCMC Conference Room Cncl - 1st & 3rd Wed P&Z - 2nd Tues SchBd, Hrb Cms - 2nd Wed CTC - 3rd Tues P&R - last Tues CEC - 4th Wed Hosp Svcs Bd - last Thurs				

# March 2026

CALENDAR MONTH	<b>MARCH</b>
CALENDAR YEAR	<b>2026</b>
1ST DAY OF WEEK	<b>SUNDAY</b>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	 	4	5	6	7
	<div>Mar 3, 2026 Election: last day of Early Voting</div>	<div>Cordova General Election 7am - 8pm CCA</div>	<div>6:45 Public Hearing 7:00 Council reg mtg CCAB</div>			
8	9	10	11	12	13	14
		<div>6:30 P&amp;Z CCAB</div>	<div>6:00 Harbor Cms CCAB 7:00 Sch Bd HSL</div>			
15	16	17	18	19	20	21
	<div>Presidents Day Holiday City Offices closed</div>	 <div>5:30 CTC Board Meeting CCER</div>	<div>7:00 Council reg mtg CCAB</div>			
22	23	24	25	26	27	28
			<div>6:00 CEC Board Mtg CCER</div>	<div>12:00 Hosp Svc Bd HCR</div>		
29	30	31	1	2	3	4
		<div>6:00 P&amp;R CCM</div>				

## Notes

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

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

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

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

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

## Cordova School District School Board of Education - Elected

length of term		Date Elected	Term Expires
3 years	<b>David Glasen, president</b> <a href="mailto:dglasen@cordovasd.org">dglasen@cordovasd.org</a>	March 7, 2023	March-26
3 years	<b>Kate Trudeau</b> <a href="mailto:katrudeau@cordovasd.org">katrudeau@cordovasd.org</a>	March 4, 2025	March-28
3 years	<b>Henk Kruithof</b> <a href="mailto:hkruithof@cordovasd.org">hkruithof@cordovasd.org</a>	March 5, 2024 March 2, 2021	March-27
3 years	<b>Emma Merritt</b> <a href="mailto:emerritt@cordovasd.org">emerritt@cordovasd.org</a>	March 4, 2025	March-28
3 years	<b>Peter Hoepfner</b> <a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a>	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 '26

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

## Library Board - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Mary Anne Bishop, Chair</b>	Nov '06, '10, '13, '16, '19, Dec '22, '25	November-28
3 years	<b>Debra Adams</b>	Dec '21, '24	November-27
3 years	<b>Michelle Ess</b>	Dec '25	November-28
3 years	<b>Kate Williams</b>	May '25	November-26
3 years	<b>Krysta Williams</b>	Feb '18, Dec '20, Dec '23	November-26

## Planning Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Kris Ranney</b>	Dec '22, Dec '25	November-28
3 years	<b>Mark Hall, Vice Chair</b>	Nov '19, Dec '22, Dec '25	November-28
3 years	<b>Sarah Trumblee</b>	Dec '20, Dec '23	November-26
3 years	<b>Tania Harrison, Chair</b>	Mar '22, Dec '24	November-27
3 years	<b>Gail Foode</b>	Dec '23	November-26
3 years	<b>Chris Bolin</b>	Sep '17, Nov '18 Dec '21, Dec '24	November-27
3 years	<b>Sean Den Adel</b>	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 12-18-25)

## 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	<b>Ryan Schuetze</b>	Dec '23, Dec '24	November-27
3 years	<b>Andy Craig, Chair</b>	Nov '16, '19, Dec '22, '25	November-28
3 years	<b>Garrett Collins</b>	Dec '23	November-26
3 years	<b>Kenton Soares</b>	Dec '25	November-28
3 years	<b>Hein Kruithof</b>	Dec '23	November-26

### Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Kelsey Hayden</b>	Dec '24	November-27
3 years	<b>Grace Lee</b>	Dec '25	November-28
3 years	<b>Danny Carpenter</b>	Jul '25	November-27
3 years	<b>Kara Rodrigues</b>	Dec '23	November-26
3 years	<b>Gabrielle Brown</b>	Jan '25, Dec '25	November-28
3 years	<b>Jim Fritsch</b>	June '25	November-28
3 years	<b>Erin Cole</b>	May '24	November-26

### Historic Preservation Commission - Appointed

length of term		Date Appointed		Term Expires
3 years	<b>Kris Ranney, PC member</b>	Mar '23	appt'd by PC	November-25
3 years	<b>Cathy Sherman, professional member</b>	Dec '25		November-28
3 years	<b>Sylvia Lange, NVE member</b>	Nov '22, Nov '19	appt'd by NVE	November-25
3 years	<b>Christy Mog, professional member</b>	Dec '23		November-26
3 years	<b>Wendy Ranney, historical society member</b>	Dec '25		November-27
3 years	<b>Jamie Foode, professional member</b>	Jan '25		November-27
3 years	<b>Jim Casement, public member</b>	Dec '23		November-26

seat up for re-election in Mar '26	<b>vacant</b>
board/commission chair	need to be re-appt'd by other
seat up for re-appt in Nov '26	

(updated 12-18-25)