Mayor
Clay Koplin

Council Members
Tom Bailer
Cathy Sherman
Jeff Guard
Melina Meyer
Anne Schaefer
David Allison
David Glasen

City Manager
Helen Howarth

City Clerk
Susan Bourgeois

Deputy Clerk
Tina Hammer

Student Council
William Deaton

Regular City Council Meeting
May 6, 2020 @ 7:00 pm
Cordova Center Community Rooms
Agenda

A. Call to order

B. Invocation and 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 Clay Koplin, Council members Tom Bailer, Cathy Sherman, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen

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

E. Disclosures of Conflicts of Interest and Ex Parte Communications

- conflicts as defined in 3.10.010 https://library.municode.com/ak/cordova/codes/code_of_ordinances should be declared, then Mayor rules on whether member should be recused, Council can overrule
- ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

F. Communications by and Petitions from Visitors

1. Guest Speakers
  a. Incident Management Team, COVID-19 Update
  b. **Cathy Renfeldt**, Cordova Chamber of Commerce…….…….. **(page 1)**
2. Audience comments regarding agenda items……...……..……... **(3 minutes per speaker)**
3. Chairpersons and Representatives of Boards and Commissions **(CCMCA BoD, School Board Rep)**
4. Student Council Representative Report

G. Approval of Consent Calendar…… **(no motion required)(roll call vote)**
5. Resolution 05-20-15……...…… **(page 4)**
A resolution of the Council of the City of Cordova, Alaska, supporting a BUILD grant application to improve and upgrade the Cordova South Harbor
6. Resolution 05-20-16…….. **(page 7)**
A resolution of the Council of the City of Cordova, Alaska, authorizing a TIER 1 application for the State of Alaska Municipal Harbor Facility Grant Program to fund South Harbor repairs

H. Approval of Minutes

7. Minutes of the 04-01-2020 Council Public Hearing…….…….. **(page 10)**
8. Minutes of the 04-01-2020 Regular Council Meeting……..…….. **(page 11)**

I. Consideration of Bids - none

J. Reports of Officers

9. Mayor's Report
10. City Manager's Report
a. Finance Report, ***Ken Fay***, Finance Director…….…….…. **(page 14)**
11. City Clerk's Report

K. Correspondence

12. 04-14-2020 DNR agency notice Easement Application for PWSSC……...……..…. **(page 18)**

L. Ordinances and Resolutions

13. Resolution 05-20-17……..…. **(voice vote)(page 30)**
A resolution of the Council of the City of Cordova, Alaska, designating Capital Improvement Projects
14. Resolution 05-20-18……..…. **(voice vote)(page 32)**
A resolution of the Council of the City of Cordova, Alaska, establishing the CCMC Purchase and Sale Advisory Committee, appointing its leadership team and founding members, directing that committee to analyze any offers to purchase CCMC, and directing the committee to analyze, review, and make recommendations regarding the purchase and sale of CCMC and regarding the codification of a purchase and sale procedure for CCMC

M. Unfinished Business - none

N. New & Miscellaneous Business

15. Pending Agenda, Calendar and Elected & Appointed Officials lists…..……..... **(page 36)**

O. Audience Participation

P. Council Comments

Q. Executive Session

City Council is permitted to enter into 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

Public Call-in number 907-253-6202, each call is placed on hold, then calls will ring through in the order received, please stay on the phone until you've been addressed or thanked by the Chair or Council, then hang up, comments limited to 3 minutes

Executive Sessions per Cordova Municipal Code 3.14.030

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

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City of Cordova
PO Box 1210
Cordova, AK 99574

May 1, 2020

Dear City Manager Howarth, Mayor Koplin and City Council Members,

During this time of uncertainty and stress, it is more important than ever to band together, strengthen our partnerships, and keep lines of communication open. The Chamber is here as your conduit to the business community and has been working to provide much needed support. Our board of directors and I would like to thank you for your continued support of our organization. We feel confident our work continues to multiply the City's $90,000 annual grant investment by supporting Cordova's small businesses and working to grow a more resilient, diversified economy in Cordova.

Today we are writing to request the **2020 1st Quarter** installment of the City's grant to the Chamber in the amount of **$22,500**.

So far in 2020, the Chamber has been focused on providing COVID-related information and support for businesses and the community. One of our primary projects has been to connect residents and workers with resources from our local businesses through our CovidBizList. We have partnered with the City IMT to provide this comprehensive list and quick reference guide to all new arrivals, connecting them with resources for a more successful and comfortable quarantine. This list is a vital part of the City IMT's outreach efforts to incoming essential and critical infrastructure workers. Additionally, the Chamber team has been working to connect local businesses with COVID-related business relief programs and finding creative ways to encourage Cordovans to continue to support local businesses during these unprecedented times. Some of these strategies include: hosting Virtual Business Spotlights on Facebook, continuing our shop local and support local campaigns, keeping our online events calendar up to date on local event postponements, cancellations and virtual events, and helping disseminate public information put out by the City's Incident Management Team.

In 2019, the Chamber sent out 28 AMHS calls to action, four essential air calls to action, hosted two transportation roundtables, and was successful in getting a policy position in support of the Alaska Marine Highway adopted by both the statewide Chamber of Commerce (Alaska Chamber) and statewide Tourism organization (Alaska Tourism Industry Association). We also hosted legislator visits in Cordova on four separate occasions, enabling and encouraging local business owners and citizens to directly engage with their elected officials on issues that matter to them. In early 2020, our campaign to communicate to AMHS decision-makers Cordova's needs and a feasible means for delivery proved successful. During the February 4th AMHS teleconference, AMHS scheduling staff stated their office was "inundated" with letters containing our suggestions, and they were hopeful they could find ways to accommodate most of these "reasonable and well thought out requests". Sailings were added to the schedule almost exactly matching our suggestions. Unfortunately, due to COVID-19 related AMHS employee and shipyard issues, all the April-June sailings we lobbied so hard for were cancelled. This area remains a primary focus for us at this critical juncture for our state, and we welcome your help and participation.

Our signature event calendar will look a little different this year, in order to protect citizens and comply with local and state gathering and social distancing guidelines. Although Cordova Cleanup Day did not go on as planned, we are still encouraging beautification and trash pick-up within the community in every way we can this year. It was a difficult decision to not host our 30th annual Copper River Delta Shorebird Festival as normal. However, we still plan to produce and share several types of virtual content during Shorebird time and have strengthened and formed new worldwide partnerships in this endeavor, as we all face similar constraints. We continue to seek new ways to partner with the City of Cordova and local businesses and organizations to enhance quality of life and support continual economic growth from events in a virtual and socially distanced way for now.

Although we have scaled back promotion of our new destination marketing short films due to COVID-related travel restrictions, we are confident there is still great potential to use them as part of a tourism recovery plan to grow media coverage and word of mouth for Cordova's events and community which adds perceived value to all businesses and organizations based in Cordova as well as to the region as a whole.

While targeted Tour Group outreach efforts proved fruitful in 2019, due to COVID-19, the two new expedition-sized passenger vessels that were planning stops in Cordova in 2020 have now cancelled all their Alaska port calls. We plan to stay in touch with these tourism partners and hope to secure port calls in the future when it is safe to do so. The Alaska Chamber Community Outreach Trip, recruited by the Cordova Chamber and planned for June 2020 has also been cancelled, however the group does plan to host their 2021 trip to Cordova if all goes well.

In 2019, we began offering Grand Opening and Ribbon Cutting services for four new businesses and hope to develop a safe way to continue promoting businesses in this way. We also hosted seven Small Business Development Center classes and facilitated support through Alaska Small Business Development Center (AKSBDC) webinars and one-on-one counseling at home or via our AKSBDC portal kiosk. We provided logistical support and Visitor Center services in Cordova to 15 meetings and other groups as well as over 950 walk-in visitors; mailed out 264 trip planner and relocation packages; maintained a state of the art destination marketing and local resource website which saw over 42,000 page views; offered discounted promotional opportunities through four Cooperative Advertising campaigns; and produced and distributed hundreds of visitor information materials including the Cordova Coupon Book, Cordova Business Directory, and the Cordova Shopping & Dining Guide. Moving forward, we plan to launch focused efforts to support businesses and the community through a Back-to-Business Toolkit, providing resources to rethink, rebuild, reopen and recover. Our new Economic Diversification Task Force is also ready to begin exploring ways to create a stronger economic foothold for Cordova. These are just some of the ongoing ways we are working to enhance quality of life while supporting Cordova's economic base and strategizing for future growth. We could not do any of this work without your financial and logistical support. On behalf of all our members and Cordova's citizens – Thank you!

Sincerely,

Cathy Renfeldt, Executive Director

Cordova
CHAMBER OF COMMERCE

Back to Business Toolkit

RETHINK

Provide ideas, support, and resources for local businesses to adjust their business structure and offerings to meet the needs of the current situation.

REBUILD

Provide avenues for new practices and offerings to be shared with local consumers to rebuild customer base. Aggressive shop local campaigns to strengthen customer loyalty.

REOPEN

Collaborate with City, State and medical professionals to evaluate and develop benchmarks and standard practices for businesses to reopen safely. Increase understanding and compliance with safe reopening guidelines and offer sample reopening plans to local businesses.

RECOVER

Work with local, regional and statewide partners to outline goals and actions to restore and enhance Cordova's economic vibrancy.

RESOURCES

Collect and create templates, guidelines, best practices, and other informational, educational and inspirational materials for local businesses and organizations.

AGENDA ITEM 5
City Council Meeting Date: 5/6/2020
CITY COUNCIL COMMUNICATION FORM

FROM: **Tony Schinella, Harbormaster**
Samantha Greenwood, Public Works Director

DATE: **4/15/2020**

ITEM: **Resolution Supporting BUILD Grant Application**

NEXT STEP: **Council Votes on Resolution 05-20-15**

_____ ORDINANCE __X__ RESOLUTION
_____ MOTION _____ INFORMATION

I. REQUEST OR ISSUE: Seeking approval of a resolution supporting the BUILD grant application

II. RECOMMENDED ACTION / NEXT STEP: Council moves to approve Resolution 05-20-15.

III. BACKGROUND INFORMATION: The city applied for, but did not receive, the Federal BUILD grant in 2019. We are improving our application and updating our numbers to apply for 2020 grant. Resolution by governing body supporting the application is required. The application will be for the maximum grant amount of 25 million.

IV. FISCAL IMPACTS: In the 2020 BUILD grant announcement the Secretary of Transportation may determine a match for rural communities, they do not have to, and it is done on a case by case basis. The potential maximum grant match is 20% of awarded amount. If the city's request of 25 million dollars is awarded, the maximum potential match would be 5 million dollars. The application will include that the city has the 5-million-dollar match available but if no there is not a match required the five million dollars will be incorporated into the project budget. The end goal is to increase our odds of receiving the grant, by showing that we are contributing financially to the project. If this grant is awarded, we will not accept the State Tier 1 grant, if awarded. That grant can be applied for later with good odds of receiving it. This amount would be covered by the bond passed by voters. Ballot language was:

Proposition No. 1 Bonds for Harbor and Related Capital Improvements

Shall the City of Cordova incur debt and issue harbor revenue bonds in the principal amount of not to exceed Five Million Dollars ($5,000,000) the principal and interest of which are payable out of, and the security for which are: (i) the revenues of the Port of Cordova, and (ii) the proceeds of a tax of 0.5% on the value of raw fish landed in the City if the qualified voters of the City approve a proposition for the levy of the tax at the March 5, 2019 Regular City Election, for the purpose of paying the cost of planning, design, acquisition, construction, reconstruction, repair, improvement, extension, enlargement or equipment of harbor and related improvements in the City, including without limitation repair and replacement of facilities at the Cordova South Harbor?

CITY OF CORDOVA, ALASKA
RESOLUTION 05-20-15

A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, SUPPORTING A BUILD GRANT APPLICATION TO IMPROVE AND UPGRADE THE CORDOVA SOUTH HARBOR

WHEREAS, the Cordova South Harbor is a vital regional freight and transportation connection serving tribal villages, floatplanes delivering parts, people and supplies bound for remote homesteads, commercial fishing boats and subsistence hunters and gatherers, all of which are important cultural components of life in Alaska; and

WHEREAS, the Cordova Harbor is the only safe refuge for vessels harvesting fish commercially and participating in subsistence hunting and fishing on the Copper River and in Eastern Prince William Sound;

WHEREAS, the Cordova South Harbor was constructed in 1983 with a design/service life estimate of 25 years; and

WHEREAS, after 37 years the Cordova South Harbor has exceeded its design life and reached the end of its service life, and it currently has serious and dangerous deterioration of floats, stalls, and services; and

WHEREAS, in September 2003 title to the Cordova Harbor was transferred from the State of Alaska into City of Cordova ownership with no provision made for the grave deferred maintenance of the Cordova South Harbor; and

WHEREAS, due to the accumulated damage and accelerated breakdown of the mechanical components that hold the Cordova South Harbor floats together, there are 37 stalls currently missing or so severely damaged they are too dangerous to occupy, and additional loss of moorage capacity continues; and

WHEREAS, the remaining floats, stalls, piles, and access ramps need immediate replacement in the Cordova South Harbor to preserve the capacity and ability of the harbor to serve the commercial, recreational and subsistence users of the area; and

WHEREAS, a project to improve and upgrade the Cordova South Harbor would bring the harbor into compliance with modern safety, fire and electrical codes, would improve access for vessels and float planes, would upgrade the existing infrastructure, and would provide ADA compliant gangways.

NOW, THEREFORE BE IT RESOLVED THAT the Council of the City of Cordova, Alaska, supports the BUILD grant application to improve and upgrade the Cordova South Harbor.

PASSED AND APPROVED THIS 6th DAY OF MAY 2020

_____
Clay R. Koplin, Mayor

ATTEST:

_____
Susan Bourgeois, CMC, City Clerk

DRAFT

AGENDA ITEM 6
City Council Meeting Date: 5/6/2020
CITY COUNCIL COMMUNICATION FORM

FROM: **Tony Schinella, Harbor Master**
Samantha Greenwood, Public Works Director

DATE: **4/28/20**

ITEM: **Resolution Supporting Tier I Harbor Facility Grant Application**

NEXT STEP: **Council Votes on resolution 05-20-16.**

_____ ORDINANCE __X__ RESOLUTION
_____ MOTION _____ INFORMATION

I. REQUEST OR ISSUE: Seeking approval of a resolution supporting the TIER I Harbor Facility Grant application for SFY 2021. A Resolution of the governing body supporting the application is required.

II. RECOMMENDED ACTION/NEXT STEP: Council moves to approve Resolution 05-20-16.

III. BACKGROUND INFORMATION: In 2019 there were numerous Harbor Commission meetings, City Council meetings and a public meeting discussing the grant and the scope of work. The TIER 1 grant will replace floats G, H, I, L and the airplane float including new electrical, fire suppression, water services, and the gangways using the existing trestles. All electrical, water and fire suppression will be brought up to code. The application will be for the maximum grant amount of 5 million.
The grant was submitted in 2019 (State FY 2020), and the City was notified that they would receive the grant. With the current pandemic and unknown financial future of the State, the grant funding was removed from the 2020 budget. We must reapply for the 2021 Tier 1 State grant.

IV. FISCAL IMPACTS: There will need to be a 5-million-dollar match for this grant. At the General Election on March 5, 2019 voters approved a 5-million-dollar bond for the match and a .5% local raw fish tax as revenue for repayment of the bond and for harbor maintenance. The harbor department has also raised fees to generate additional revenue for the bond repayment and for maintenance of the harbor.

Total of revenue collected by increase in fees and fish tax.

2019 Harbor Local Raw Fish Tax revenue	= $321,429
2019 stall fees increased revenue	= $88,745
2019 wharfage fees/rates increased revenue	= $157,346
Total	= $567,520

From the 2020 budget book

200,000 transferred from depreciation fund in 2019

Depreciation fund balance as of December 2019 = $1.06 million

If the State TIER 1 grant is awarded the harbor will be responsible for payment of design and engineering work, this will come from the depreciation fund. The amount of revenue collected will vary by year. Continuing to collect and save revenue will provide a cushion for years when the revenue will be less.

CITY OF CORDOVA, ALASKA
RESOLUTION 05-20-16

A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA AUTHORIZING A TIER 1 APPLICATION FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM TO FUND SOUTH HARBOR REPAIRS

WHEREAS, the Cordova South Harbor was built in 1983 with an expected life of 25 years; and

WHEREAS, PND Engineering's September 2016, "Cordova South Harbor Assessment Report" indicates that the Cordova South Harbor is in an advanced and accelerating rate of decline; and

WHEREAS, the Cordova Harbor Commission has named the repair of Cordova's South Harbor as its top priority; and

WHEREAS, the State of Alaska legislation enacted in 2007 provides a Municipal Harbor Facility Grant Program to assist municipalities with the construction phase of small boat harbor facilities; and

WHEREAS, the City of Cordova is eligible for a State of Alaska, Tier 1 Harbor Facility Grant in the amount of 10 million dollars with a 50 percent local match; and

WHEREAS, the voters of the City of Cordova have passed a ballot proposition authorizing the issuance of up to 5 million dollars in bonds as a match for the Harbor Facility Grant; and

WHEREAS, voters of the City of Cordova have passed a proposition authorizing a local raw fish tax of .5 percent to generate revenue in the harbor enterprise fund necessary for annual bond payments; and

WHEREAS, the Cordova City Council approved a 10 percent harbor fee increase and a 3 cents per gallon fuel oil wharfage increase to generate revenue in the harbor enterprise fund necessary for annual bond payments; and

NOW, THEREFORE, BE IT RESOLVED THAT the Council of the City of Cordova, Alaska authorizes a Tier 1 application for the State of Alaska's Harbor Facility Grant Program to fund the Cordova South Harbor Repairs.

PASSED AND APPROVED THIS 6th DAY OF MAY 2020

_____
Clay R. Koplin, Mayor

Attest:

_____
Susan Bourgeois, CMC, City Clerk

DRAFT

City Council Public Hearing
April 1, 2020 @ 6:45 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order

Mayor Clay Koplin called the Council public hearing to order at 6:45 pm on April 1, 2020, in the Cordova Center Community Rooms.

B. Roll call

Present for roll call was ***Mayor Clay Koplin***. Council members ***Tom Bailer***, ***Cathy Sherman***, ***Jeff Guard***, ***Melina Meyer***, ***Anne Schaefer***, ***David Allison*** and ***David Glasen*** were present via teleconference. Also present were City Manager ***Helen Howarth*** and City Clerk ***Susan Bourgeois***.

C. Public hearing

1. Ordinance 1183 An ordinance of the Council of the City of Cordova, Alaska, adopting Cordova Municipal Code Chapter 5.42 Alaska remote seller sales tax code including common definitions, and amending CMC 5.40.030(F) to repeal the exemption for interstate sales found in CMC 5.40.030(F)(4)

Mayor Koplin opened the hearing up for public testimony on the ordinance.
There was no public comment.
There being no Council objection, ***Mayor Koplin*** recessed the public hearing at 6:47 pm.

Mayor Koplin called the Public Hearing back to order at 6:57 pm to see if there was any public comment.
There still was no public comment.

D. Adjournment

Hearing no objection ***Mayor Koplin*** adjourned the public hearing at 6:57 pm.

Approved: May 6, 2020

Attest: _____
Susan Bourgeois, CMC, City Clerk

DRAFT

Regular City Council Meeting
April 1, 2020 @ 7:00 pm
Cordova Center Community Rooms A & B
Minutes

A. Call to order
Mayor Clay Koplin called the Council Regular Meeting to order at 7:00 pm on April 1, 2020, in the Cordova Center Community Rooms.

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

C. Roll call
Present for roll call was ***Mayor Clay Koplin***. Council members ***Tom Bailer***, ***Cathy Sherman***, ***Jeff Guard***, ***Melina Meyer***, ***Anne Schaefer***, ***David Allison*** and ***David Glasen*** were present via teleconference. Also present were City Manager ***Helen Howarth*** and City Clerk ***Susan Bourgeois***.

D. Approval of Regular Agenda
Hearing no objection to the regular agenda, ***Mayor Koplin*** declared it approved as presented.

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

F. Communications by and Petitions from Visitors
1. Guest speaker – ***Heather Brannon***, Emergency Management Coordinator gave Council an update on what the response to the coronavirus emergency has been to date. Several Council members asked questions and ***Brannon***, ***Mayor Koplin*** and City Manager ***Howarth*** combined to answer questions.
2. Audience comments regarding agenda items
Due to the coronavirus emergency, the Council meeting was conducted entirely electronically, all council members were in attendance via teleconference and citizens were afforded 2 options for public comment: 1) emailed public comments sent to the City Clerk would be read aloud into the record; 2) the public was given a call-in phone number for access to the meeting.
Mayor Koplin read the comments which had been emailed:
Kate Laird referenced an article that she provided as an attachment and she suggested following the guidelines and locking down Cordova over the spring and summer.
Ellen Americus sent two emails, first she suggested local only fishermen fish out of Cordova this summer, then she suggested closing the fishery altogether.
Sarah Trumblee thanked the emergency management team members who are working many hours doing Incident Response as well as their regular jobs.
Denis Keogh suggested continuing the City lockdown.
Andrew Smallwood suggested mandatory quarantines, random testing and contact tracing.
Greg Meyer appreciated City allowance of deferrals on payments and mentioned all the grant opportunities for small businesses.
Sylvia Lange offered suggestions to step-up communication and possibly limit the fishing industry to fewer people in Cordova.
Sara Parker asked medical questions about Cordova's capabilities and asked for communication regarding harbor and fishermen quarantining.
3. Chairpersons and Representatives of Boards and Commissions
Greg Meyer, CCMCA Board Chair was present via teleconference and reported: 1) he thanked the City's many health care workers, the grocery store clerks, the fuel station employees – big shout out to everyone; 2) 2 new board members, ***Kelsey Hayden*** and ***Craig Kuntz*** – he thinks they will be a great addition to the board; 3) the Clinic use has dropped off by about a third in this last week or so; there are procedures in place if people have respiratory issues, to call first and then they are greeted in the parking lot for assessment; pharmacy also delivering prescriptions into the parking lot; 4) 5 doctors will be rotating in and out this summer – looking good compared to the past several years; 5) he wanted to be very clear that we do not have an ICU and we have no ventilators nor any plans to get ventilators; 6) $625,000 cash on hand (about 20 days' worth) City has given $150,000 to date; auditors will do the audit remotely and should have it out by end of April; 7) the board appropriated funds for the elevator – about $45k to fix it; 8) thanked ***Helen*** for picking up ***Rob Allen***, he and ***Bert***

DRAFT

are working with ***Allen***, he's insightful will certainly add to the process – a great asset, we are almost at the term sheet portion; 9) testing – we have been testing and sending them out to CA – takes about a week – ***Dr. Sanders*** is daily looking at tests that might work for Cordova.

Alex Russin reported that April 6 will be "return to learn" – via distance delivery. Kudos to staff and those in community supporting us and he thanked the community for their patience. Food distribution began yesterday, over 350, age 0-18 Cordova youths were given 5 days of breakfast and lunch. They received a waiver to use the summer food service program guidelines for this and that is better reimbursement rate so that is why anyone 0-18 is eligible. They also had locker and resource distribution – staff had bagged up lockers and gym shoes, etc. to hand to students (in a drive/walk by). CTC has lifted internet data caps for students and staff with internet accounts with them. Secure rural schools for 2019 and 2020 were approved, we can anticipate that. He also appreciated the efforts of ***Doug Carroll***, using a 3D printer to created headbands that go with face shields for first responders.

Barb Jewell added that they are focusing on the future and on the present – the board is supportive of the administration.

4. Student Council representative – was not present

G. Approval of Consent Calendar

5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of unexcused absence of the following: Council member David Glasen from the March 18, 2020 Regular Meeting

6. Minutes of the 03-18-2020 Regular Council Meeting

Vote on the approval of the consent calendar: 7 yeas, 0 nays. Sherman-yes; Guard-yes; Glasen-yes; Meyer-yes; Bailer-yes; Schaefer-yes and Allison-yes. Consent calendar was approved.

H. Approval of Minutes – ***Mayor Koplin*** moved these under the consent calendar.

I. Consideration of Bids - none

J. Reports of Officers

7. Mayor's Report – ***Mayor Koplin*** reported: 1) there is a tsunami of information being thrown at us on IMT, especially the PIOs; we are constantly writing and re-writing based on State mandates, City rules, etc. 2) he said it has been made very clear to us by the Federal and State governments that we cannot close our airport; 3) Feds had been saying no to masks, now they are changing their minds on that, so we are considering that; 4) the best way to protect yourself is to protect yourself.

8. Manager's Report - City Manager ***Helen Howarth*** reported: 1) COVID-19 all day, all the time; 2) She welcomed ***Ken Fay*** is the new finance director and is now on board, in town, quarantining, working from home.

9. City Clerk's Report – ***Bourgeois*** had nothing to report.

K. Correspondence

10. 03-12-2020 Agency review period for ADL233596 aquatic farmsite lease Simpson Bay – including development plan

11. 03-12-2020 Agency review period for ADL233599 aquatic farmsite lease Simpson Bay – including development plan

12. 03-17-2020 Agency review period for ADL233604 aquatic farmsite lease Simpson Bay – including development plan

Glasen said he is in favor of kelp farms. He asked staff to look into whether or not kelp would count towards our raw fish tax.

L. Ordinances and Resolutions

13. Ordinance 1183 An ordinance of the Council of the City of Cordova, Alaska, adopting Cordova Municipal Code Chapter 5.42 Alaska remote seller sales tax code including common definitions, and amending CMC 5.40.030(F) to repeal the exemption for interstate sales found in CMC 5.40.030(F)(4) – 2nd reading

M/Bailer S/Meyer to approve Ordinance 1183 an ordinance of the Council of the City of Cordova, Alaska, adopting Cordova Municipal Code Chapter 5.42 Alaska remote seller sales tax code including common definitions, and amending CMC 5.40.030(F) to repeal the exemption for interstate sales found in CMC 5.40.030(F)(4).

Vote on the motion: 7 yeas, 0 nays. Allison-yes; Meyer-yes; Sherman-yes; Guard-yes; Glasen-yes; Bailer-yes and Schaefer-yes. Motion was approved.

14. Emergency Ordinance 1184 An emergency ordinance continuing the City's declaration of a local emergency and acknowledgement of a state-wide emergency resulting from COVID-19; ratifying temporary emergency rules and procedures adopted by the City Manager in response to COVID -19; and temporarily authorizing the suspension and/or modification of various sections of the Cordova Municipal Code regarding public meetings, procurement, and other city operations as necessary to preserve public health and safety

DRAFT

Mayor Koplin said the date in Section 2 on page 1 of the ordinance will be changed to March 30.
M/Glasen S/Meyer to approve Emergency Ordinance 1184 An emergency ordinance continuing the City's declaration of a local emergency and acknowledgement of a state-wide emergency resulting from COVID-19; ratifying temporary emergency rules and procedures adopted by the City Manager in response to COVID -19; and temporarily authorizing the suspension and/or modification of various sections of the Cordova Municipal Code regarding public meetings, procurement, and other city operations as necessary to preserve public health and safety
Meyer asked about the 30-day declaration, she thought maybe it should be longer than that realistically. ***Mayor Koplin*** said it would be before them again as extensions occur at the state level. She also asked if rule 6 is exercised and there is a COVID purchase over $25k that Council could just be emailed/kept in the loop on that.
Vote on the motion: 7 yeas, 0 nays. Sherman-yes; Guard-yes; Glasen-yes; Meyer-yes; Bailer-yes; Schaefer-yes and Allison-yes. Motion was approved.

M. Unfinished Business – none

N. New & Miscellaneous Business
15. Pending Agenda, Calendar and Elected & Appointed Officials lists
Meyer suggested special meetings weekly during the emergency. ***Bailer*** suggested more flow of information to the City Council. A special meeting was agreed to by other Council members – April 8 at noon; ***Helen*** ensured they would get a report like the one ***Heather*** gave tonight.

O. Audience Participation
Luke Borer appreciated the hard work everyone's doing, he said he'd like the community to isolate instead of individuals isolating. He wants us to stay with zero positive tests. He encouraged us utilizing the Alaska Small Community Travel Order until May 1.
Seawan Gehlbach of 707 Railroad Avenue – Cordova's mandate must be prevention, we don't have the ability to just stop the spread like larger communities can do, we must lock down our community. She referred to a UAA paper. She asked Council to limit the people coming into Cordova – she encouraged use of the Small Community Travel Order. She also encouraged Council to lobby DHSS and the Governor to further restrict the essential workers list, she thought it absurd and inclusive of too many individuals. She appreciated everyone working together and she said it affirms what a great community we have.

P. Council Comments
Meyer thanked everyone for the long hours and she encouraged them to recruit people, others in the community may have the time.
Bailer wants the public to know that we are taking this very seriously – he immediately asked the manager what could be done to keep people from flying in and when it was made clear that we couldn't, he said then you just shift gears and do everything you can to prepare and prevent.
Guard thanked staff and IMT – thanked the citizens for their patience, let's just watch out and take care of each other through this.
Schaefer thank City staff, IMT, volunteers, store owners everyone for going above and beyond. Direct questions through corodvaprepared@yahoo.com
Allison echoed the thanks mentioned before him, thanked ***Heather***, ***Clay*** and ***Helen***.
Glasen thanked ***Helen*** said baptism by fire – he appreciated she takes his calls – also thanks to ***Clay***. He doesn't think shutting any fisheries down will solve any problems at all. He also believes we have pushed the furthest we can on limiting people coming in.
Mayor Koplin said that food is critical for the country especially with supply lines from outside the country shut down.

Q. Adjournment
M/Glasen S/Bailer to adjourn the meeting.
Hearing no objection ***Mayor Koplin*** adjourned the meeting at 9:12 pm.

Approved: May 6, 2020

Attest: _____
Susan Bourgeois, CMC, City Clerk

DRAFT

MEMO, City of Cordova

To: Mayor and City Council

Through: Helen Howarth, City Manager

From: Ken Fay, Finance Director

Date: May 1, 2020

RE: March 2020 Financial Report (pre-Audit)

Attached are the following 2 reports;

Fund Summary through 3/30/20
UBS (mark to market spreadsheet) 3/30/20

Fund Summary- First page is the fund summary for all funds, general and enterprise through March 30,2020 while the second page is simply the General fund.

As this is my first month it should be noted that not all entries have been made for the month but I believe what is presented would not materially change if all entries have been posted. April's financials will have analysis and commentary.

I'm excited to be part of City of Cordova team, getting acclimated with the city's financials as well as working with the department heads to provide them with the tools needed to manage effectively and efficiently throughout the year. In addition, I am looking forward to working with and receiving guidance from the Council on how best to present the financials in a cogent and logical manner that allows the Council to understand the financial position of the City.

UBS - Needless to say our investments have declined since the beginning of the year. A more current balance will be provided at the meeting.

CITY OF CORDOVA
FUND SUMMARY
FOR THE 3 MONTHS ENDING MARCH 31, 2020

ALL FUNDS

REVENUE								
GENERAL FUND	262,823	1,177,283	1,329,295	(152,012)	(13)	11,401,130	10,223,847	10
CITY PERMANENT FUND	4,420	(104,816)	473,283	(578,098)	552	272,123	376,939	(39)
FIRE DEPT. VEHICLE ACQUISITION	1,867	6,788	5,506	1,281	19	40,000	33,212	17
VEHICLE REMOVAL/IMPOUND FUND	-	15,422	-	15,422	100	21,730	6,308	71
GENERAL PROJ & GRANT ADMN	1,769	23,307	84,973	(61,667)	(265)	271,771	248,464	9
CHIP SEAL C.I.P.	-	-	-	-	-	138,000	138,000	-
HARBOR ENTERPRISE FUND	45,624	120,095	127,721	(7,626)	(6)	1,561,293	1,441,198	8
SEWER ENTERPRISE FUND	41,754	164,730	173,099	(8,369)	(5)	879,294	714,564	19
WATER ENTERPRISE FUND	40,053	123,360	119,443	3,918	3	806,767	683,407	15
REFUSE ENTERPRISE FUND	69,999	209,969	216,673	(6,704)	(3)	1,203,897	993,928	17
ODIAK CAMPER PARK	-	110	3,237	(3,127)	(2,843)	101,150	101,040	0
LT2 COMPLIANCE PROJECT	-	-	-	-	-	64,625	64,625	-
HARBOR FUND DEP'N RESERVE	-	150,000	-	150,000	100	192,000	42,000	78
SEWER FUND DEP'N RESERVE	-	100,000	-	100,000	100	150,000	50,000	67
WATER FUND DEP'N RESERVE	-	50,000	-	50,000	100	100,000	50,000	50
REFUSE FUND DEP'N RESERVE FUND	-	75,000	-	75,000	100	75,000	-	100
LANDFILL FUND	-	50,032	158	49,874	100	250,000	199,968	20
HEALTH INTERNAL SERVICE FUND	68,453	200,423	-	200,423	100	986,260	785,837	20
E-911 SPECIAL REVENUE FUND	-	-	-	-		75,000	75,000	-
	536,762	2,361,704	2,533,389	(171,685)	(7)	18,590,040	16,228,336	13
			-					
EXPENDITURES								
GENERAL FUND	1,021,447	2,803,443	3,433,995	(630,552)	(22)	11,401,130	8,597,687	25
FIRE DEPT. VEHICLE ACQUISITION	-	708	236	472	67	28,000	27,292	3
VEHICLE REMOVAL/IMPOUND FUND	-	424	1,045	(622)	(147)	21,730	21,306	2
2020 COVID	990	990		990	100	-	(990)	-
GENERAL PROJ & GRANT ADMN	10,402	(5,822)	76,292	(82,114)	1,410	271,771	277,593	(2)
CHIP SEAL C.I.P.	-	138,000		138,000	100	138,000	-	100
HARBOR ENTERPRISE FUND	75,401	416,072	208,825	207,247	50	1,543,767	1,127,695	27
SEWER ENTERPRISE FUND	48,912	268,201	120,401	147,799	55	879,294	611,093	31
WATER ENTERPRISE FUND	40,298	199,206	122,131	77,075	39	806,767	607,561	25
REFUSE ENTERPRISE FUND	57,062	359,757	146,097	213,660	59	1,185,873	826,116	30
ODIAK CAMPER PARK	3,144	9,500	6,582	2,918	31	93,984	84,484	10
LT2 COMPLIANCE PROJECT	-	-	1,120	(1,120)	-	64,625	64,625	-
HARBOR FUND DEP'N RESERVE	-	-		-	-	42,000	42,000	-
SEWER FUND DEP'N RESERVE	-	-		-	-	50,000	50,000	-
WATER FUND DEP'N RESERVE	-	-		-	-	50,000	50,000	-
LANDFILL FUND	-	-		-	-	200,000	200,000	-
HEALTH INTERNAL SERVICE FUND	48,295	528,800	29,168	499,632	94	986,260	457,460	54
E-911 SPECIAL REVENUE FUND	-		-	-	-	75,000	75,000	-
	1,305,951	4,719,279	4,145,893	573,386	12	17,838,201	13,118,922	27
	(769,190)	(2,357,575)	(1,612,504)	(745,071)	32	751,839	3,109,414	(314)

CITY OF CORDOVA
FUND SUMMARY
FOR THE 3 MONTHS ENDING MARCH 31, 2020

GENERAL FUND

	3/30/20 ACTUAL	YTD ACTUAL	3/30/2019 YTD ACTUAL	VARIANCE TO LAST YEAR	%	BUDGET	VARIANCE TO BUDGET	%
REVENUE								
TAXES	165,178	710,099	539,171	170,928	132	6,831,957	6,121,858	10
LICENSES & PERMITS	(240)	(5)	690	(695)	(1)	20,600	20,605	-
OTHER GOVERNMENTAL	-	-	30,297	(30,297)	-	2,352,166	2,352,166	-
LEASES & RENTS	27,742	80,612	70,754	9,858	114	294,200	213,588	27
LAW ENFORCEMENT	1,115	35,434	67,496	(32,062)	52	310,293	274,859	11
D. M. V.	9,151	12,436	11,973	463	104	60,700	48,264	21
PLANNING DEPARTMENT REVENUE	115	478	1,209	(731)	40	13,500	13,023	4
RECREATION DEPT REVENUE	2,600	14,978	14,216	763	105	90,500	75,522	17
POOL REVENUE	292	7,895	4,038	3,856	195	37,500	29,605	21
SALE OF PROPERTY	-	-	-	-	-	12,000	12,000	-
INTERFUND TRANSFERS IN	49,720	287,161	-	287,161	-	734,643	447,482	39
OTHER REVENUE	7,149	28,197	76,725	(48,529)	37	180,000	151,803	16
STATE DEBT SERVICE REIMBURSMEN	-	-	512,727	(512,727)	-	463,071	463,071	-
	262,823	1,177,283	1,329,295	(152,012)	89	11,401,130	10,223,847	10
EXPENDITURES								
CITY COUNCIL	85	292	1,435	1,143	20	10,250	9,958	3
CITY CLERK	20,764	61,439	64,234	2,794	96	283,612	222,173	22
CITY MAYOR	-	171	-	(171)	-	2,850	2,679	6
CITY MANAGER	21,995	70,317	79,523	9,206	88	309,396	239,079	23
FINANCE	34,759	99,536	113,116	13,581	88	445,432	345,896	22
PLANNING DEPARTMENT EXPENSE	10,428	30,710	30,636	(74)	100	125,102	94,392	25
PLANNING COMMISSION	-	447	754	307	59	2,900	2,453	15
DEPTARTMENT OF MOTOR VEHICLES	5,491	16,887	16,233	(654)	104	71,418	54,531	24
LAW ENFORCEMENT	74,851	206,375	198,827	(7,548)	104	1,025,789	819,414	20
JAIL OPERATIONS	15,663	53,844	48,421	(5,423)	111	249,660	195,816	22
FIRE & EMS	29,393	91,233	102,495	11,262	89	372,429	281,196	25
DISASTER MANAGEMENT DEPT.	856	2,412	1,817	(595)	133	12,000	9,588	20
INFORMATION SERVICES	68,645	208,575	200,572	(8,003)	104	843,804	635,229	25
FACILITY UTILITIES	19,201	60,486	50,241	(10,245)	120	164,850	104,364	37
PW ADMINISTRATION	12,110	44,120	39,324	(4,796)	112	207,080	162,960	21
FACILITY MAINTENANCE	21,419	74,144	59,018	(15,127)	126	365,597	291,453	20
STREET MAINTENANCE	43,682	151,521	127,903	(23,618)	118	1,019,977	868,456	15
SNOW REMOVAL	15,152	44,020	11,476	(32,545)	384	70,449	26,429	63
EQUIPMENT MAINTENANCE	30,715	105,154	98,368	(6,787)	107	329,691	224,537	32
PARKS MAINTENANCE	4,994	18,029	20,247	2,218	89	101,772	83,743	18
CEMETERY MAINTENANCE DEPT.	-	181	-	(181)	-	20,537	20,357	1
RECREATION - BIDARKI	20,258	67,586	62,104	(5,482)	109	291,624	224,038	23
POOL	20,865	69,898	51,545	(18,353)	136	210,105	140,207	33
SKI HILL	4,162	21,354	22,575	1,221	95	87,012	65,658	25
NON-DEPARTMENTAL	23,563	88,084	89,298	1,214	99	264,013	175,929	33
LONG TERM DEBT SERVICE	277,038	439,558	1,229,474	789,917	36	1,826,511	1,386,953	24
INTERFUND TRANSFERS OUT	-	33,000	9,859	(23,141)	335	33,000	-	100
TRANSFERS TO OTHER ENTITIES	245,356	744,067	704,500	(39,567)	106	2,654,270	1,910,203	28
	1,021,447	2,803,443	3,433,995	630,552	22	11,401,130	8,597,687	25
	(758,624)	(1,626,159)	(2,104,700)	(478,540)	29	-	1,626,159	-

Mark to Market sheet

UBS Balances

	Account	3/31/2020	2/29/2020	Mark to Market Difference
PF	544	1,092.68	1,092.39	0.29
	545	1,064,034.81	1,163,927.84	(99,893.03)
	546	5,914,984.35	6,699,302.90	(784,318.55)
		.		
		6,980,111.84	7,864,323.13	(884,211.29)
		-		
Balance 12/31/19		8,057,547.04		
CT	046	535,099.60	561,806.46	(26,706.86)
	543	2,866.55	2,852.59	13.96
		537,966.15	564,659.05	(26,692.90)
		-		
Balance 12/31/19		551,265.75		
Total UBS		7,518,077.99	8,428,982.18	(910,904.19)
Balance 12/31/19		8,608,812.79		
Difference		(1,090,734.80)		

In months where the City transfers money out of the PF add the transfer amount back to the acct balance for the MTM calculations. The transfer amount will be reduced in with the transfer CRJE and CD JE's

Susan Bourgeois

From: Sletten, Haakon P (DNR) <haakon.sletten@alaska.gov>
Sent: Tuesday, April 14, 2020 8:40 AM
Subject: Agency Notice-ADL 233607-Prince William Sound Science Center-Easement Application
Attachments: ADL 233607 Agency Notice.pdf; ADL 233607-Prince William Sound Science Center, Easement Application.pdf

Hello,

Please find attached the agency notice for ADL 233607-Prince William Sound Science Center-Easement Application. Comment deadline is Thursday, May 14, 2020.

Please send comments to me, and if you have any questions, please feel free to contact me. Thank you and have a wonderful day.

Haakon Sletten
Natural Resource Specialist
Alaska Department of Natural Resources
South Central Regional Land Office, Easement Unit
550 West 7th Ave. Suite 900C
Anchorage, AK 99501
907-269-8562

AGENCY REVIEW NOTICE
ADL 233607
Prince William Sound Science Center

April 14, 2020

Subject to AS 38.05.850, the South Central Regional Land Office has received an application for the following:

APPLICANT: Prince William Sound Science Center

PROJECT NAME: ADL 233607

GEOGRAPHIC LOCATION: Orca Inlet, Cordova, Alaska

LEGAL DESCRIPTION: SW 1/4 of Section 15, Township 15 South, Range 3 West, Copper River Meridian.

REQUESTED ACTIVITY: The applicant has applied for an easement for one seawater intake line, one seawater outfall line and one concrete manhole containing a wet-well on state-owned, DMLW managed submerged lands and tidelands. In addition, the proposed items described herein, will cross both DMLW issued tidelands lease ADL 63896 and Right of Way Easement ADL 51041. The requested easement will support the applicants plans to conduct laboratory research, supply mariculture tanks and for heat exchange at the new and currently undeveloped site for the Prince William Sound Science Center. The easement, if approved, may differ from that described herein.

REQUESTED TERM: 100 Years

DEADLINE FOR COMMENTS: May 14, 2020

You are invited to review the enclosed easement application materials. Please direct any questions or comments you may have to Haakon Sletten, haakon.sletten@alaska.gov, or the above address by the comment deadline. You need not respond if you do not have any comments. The purpose of this notice is to gather input before a decision is made on this activity.

After review and adjudication, we may issue an authorization with stipulations for the activity. The activity may be modified during the review and adjudication process.

Haakon Sletten
Natural Resource Specialist
907-2669-8562

Distribution List:

State of Alaska

- ADF&G-Habitat
- AK Mental Health Trust Land
- DNR-DMLW-Water Section
- DNR-Parks
- DNR-SPCO
- DNR-DMLW-Surveys
- DNR-DMLW-Land Sales
- DNR-DMLW-Leasing
- DNR-DPOR
- DNR-DMLW-LSS- Land Development
- DEC-DOW-Stormwater & Wetlands
- DEC-DEH-Drinking Water
- DNR-DMLW-Mining
- DNR-Division of Oil and Gas-Permitting
- ADF&G-Habitat
- DOT&PF-Right of Ways
- DNR-DMLW-Realty Services

Federal Agencies

- US Army Corps of Engineers
- NOAA
- USCG
- USFS-Chugach National Forest

Local Entities

- SWAPA
- City of Cordova-City Clerk
- City of Cordova-Planning
- City of Cordova-Harbors
- Cordova Electric Cooperative
- Cordova Telephone Cooperative
- The Native Village of Eyak- Environment and Natural Resources
- Eyak Corporation
- Chugach Alaska Corporation-Lands and Resources

STATE OF ALASKA
DEPARTMENT OF NATURAL RESOURCES
DIVISION OF MINING, LAND AND WATER

☐ Northern Region
3700 Airport Way
Fairbanks, Alaska 99709
(907) 451-2740

☑ Southcentral Region
550 W 7th Ave., Suite 900C
Anchorage, Alaska 99501-3577
(907) 269-8552

☐ Southeast Region
400 Willoughby
P.O. Box 111020
Juneau, Alaska 99811-1020
(907) 465-3400

APPLICATION FOR EASEMENT
AS 38.05.850

Receipt Types: 13A - Application for Pipeline Easement
13 - Application for Other Easement

ADL# _____
(to be filled in by State)

Applications that are submitted with unfilled sections or inadequate explanation and/or without application fees, a location figure and/or a completed Division of Mining, Land and Water (DMLW) Environmental Risk Questionnaire will be deemed incomplete. Incomplete applications will be returned without review. See DMLW's current fee regulations (11 AAC 05) and associated Director's Fee Order for applicable non-refundable fee amounts. The filing of an application does not guarantee processing or approval of the requested authorization.

Applicant: PRINCE WILLIAM SOUND SCIENCE CENTER Doing Business As: PRINCE WILLIAM SOUND SCIENCE CENTER

Agent: (if applicable; attach record of authorization to represent) N/A

Mailing Address: PO BOX 705 Email: rrogers@PWSSC.ORG

City/State/Zip: CORDOVA, ALASKA 99574

Primary Phone: (518) 225-0703 Alternate Phone: (907) 424-5800

- TIDEWATER LEASE AT FLEMING SPIT ATS 957

General Location: 0.7 MILE NORTH OF FERRY DOCK TERMINAL Municipality: CORDOVA

Section(s): 15 Township: 15S Range: 3W Meridian: CRM COPPER RIVER

Section(s): _____ Township: _____ Range: _____ Meridian: _____

Attach a location figure, plan drawing or survey that shows the detailed location of the requested easement in relation to adjoining property boundaries and reference points. All features must be labeled.

Dimensions requested: (Complete line 1 for a lineal easement or line 2 for an easement of irregular shape)

1. Length: (feet) 400' Width: (feet) 30' (2 LINES, EACH 400' x 30')
2. Area: 3,600 SF Are units in [✓] square feet or [ ] acres? (check one) (60' x 60' FOR MANHOLE)

Term requested and rationale: 100 YEARS REQUESTED BECAUSE THESE 2 LINES WILL SERVICE THE NEW SCIENCE CENTER CONSTRUCTION IN 2021 THAT WILL REMAIN FOR 100 YEARS.

Are you applying for a [ ] public or a [✓] private easement? (check one) Rationale: THESE UTILITY LINES ARE TO SERVICE THE SCIENCE CENTER AND THE PUBLIC HAS NO NEED TO TOUCH/OCCUPY THESE LINES.

Development plan summary/specific purpose of easement: (e.g., electric utility, fiber-optic cable, road, bridge, airstrip/airport, driveway, trail, drainage). This information will be used to determine the scope of use of the easement.
TO ALLOW THE FLOW OF SEAWATER INTO AND OUT OF THE NEW SCIENCE CENTER FACILITIES FOR LABORATORY RESEARCH, MARICULTURE TANKS, AND HEAT EXCHANGE VIA GROUND LOOP.

Is this an existing use? [ ] yes [✓] no. If yes, explain extent and duration of use to date:
NO. ITEMS TO BE CONSTRUCTED IN 2021.

Describe plans for initial construction. Be detailed. Include a list of authorizations for portions of the project that are proposed for construction on adjoining lands, other permitting, and/or third-party non-objections: (Use extra sheets as needed)
(SEE ATTACHED "INITIAL CONSTRUCTION PLAN")

Anticipated construction timeframe: MARCH 01, 2021 TO SEPT 01, 2021

If this authorization is granted, I agree to construct and maintain the authorized improvements in an acceptable manner, and to keep the area in a neat and sanitary condition; to comply with all the laws, rules, and regulations pertaining thereto; and provided further that upon termination of the easement for which application is being made, I agree to remove or relocate the improvements and restore the area without cost to the State and to the satisfaction of DMLW.

Applicant's Signature

03 / 13 / 2020
Date

KATRINA HOFFMAN
PRESIDENT/CEO, PWSSC

Date received:

AS 38.05.035(a) authorizes the director to decide what information is needed to process an application for the sale or use of state land and resources. This information is made a part of the state public land records and becomes public information under AS 40.25.110 and 40.25.120 (unless the information qualifies for confidentiality under AS 38.05.035(a)(8) and confidentiality is requested). Public information is open to inspection by you or any member of the public. A person who is the subject of the information may challenge its accuracy or completeness under AS 44.99.310, by giving a written description of the challenged information, the changes needed to correct it, and a name and address where the person can be reached. False statements made in an application for a benefit are punishable under AS 11.56.210.

In submitting this form, the applicant agrees with the Department to use "electronic" means to conduct "transactions" (as those terms are used in the Uniform Electronic Transactions Act, AS 09.80.010 – AS 09.80.195) that relate to this form and that the Department need not retain the original paper form of this record: the department may retain this record as an electronic record and destroy the original.

STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES
DIVISION OF MINING, LAND AND WATER

☐ **Contract Administration**
550 W 7th Ave., Suite 640
Anchorage, AK 99501-3576
(907) 269-8594

☐ **Northern Region**
3700 Airport Way
Fairbanks, AK 99709
(907) 451-2740

☐ **Southcentral Region**
550 W 7th Ave., Suite 900C
Anchorage, AK 99501-3577
(907) 269-8552

☐ **Southeast Region**
P.O. Box 111020
Juneau, AK 99801
(907) 465-3400

APPLICANT ENVIRONMENTAL RISK QUESTIONNAIRE

The purpose of this questionnaire is to help clarify the types of activities you propose to undertake. The questions are meant to help identify the level of environmental risk that may be associated with the proposed activity. The Division of Mining, Land and Water's evaluation of environmental risk for the proposed activity does not imply that the parcel or the proposed activity is an environmental risk from the presence or use of hazardous substances.

Through this analysis, you may become aware of environmental risks that you did not know about. If so, you may want to consult with an environmental engineer or an attorney.

PRINCE WILLIAM SOUND SCIENCE CENTER (SAME)
Applicant's Name — Doing Business As

PO BOX 705 — CORDOVA — AK — 99574
Address — City — State — Zip

(907) 424-5800 — (518) 225-0703 — rrogers@pwssc.org — RICHARD C. ROGERS, PE
Message Phone — Work Phone — E-Mail — Contact Person

Describe the proposed activity:

CONSTRUCT AND OPERATE ONE (1) SEAWATER INTAKE LINE, ONE (1) CONCRETE MANHOLE WETWELL, AND ONE (1) SEAWATER DISCHARGE/OUTFALL LINE IN TIDEWATER LEASE AT FLEMING SPIT ATS 957, NEAR CORDOVA. EACH LINE WILL BE APPROX 4"-6" DIAMETER AND APPROX 400' LONG; MANHOLE APPROX 4' DIAMETER, MOSTLY BELOW GRADE.

In the course of your proposed activity will you generate, use, store, transport, dispose of, or otherwise come in contact with toxic and/or hazardous materials, and/or hydrocarbons? Yes ☑ No ☐

If yes, please list the substances and the associated quantities. Use a separate sheet of paper, if necessary.

WILL USE HYDROCARBONS DURING CONSTRUCTION, AS FOLLOWS: a) APPROX 50 GALLONS DIESEL FUEL IN CONSTRUCTION HEAVY EQUIPMENT (EXCAVATOR); b) APPROX 3 GALLONS GASOLINE IN SMALL PORTABLE CONSTRUCTION HAND TOOLS.

102-4008A (Rev. 04/06)

If the proposed activities involve any storage tanks, either above or below ground, address the following questions for each tank. Please use a separate sheet of paper, if necessary, and, where appropriate, include maps or plats: NO

a. Where will the tank be located? N/A

b. What will be stored in the tank? N/A

c. What will be the tank's size in gallons? N/A

d. What will the tank be used for? (Commercial or residential purposes?) N/A

e. Will the tank be tested for leaks? N/A

f. Will the tank be equipped with leak detection devices? Yes ☐ No ☐. If yes, describe: N/A

Do you know or have any reason to suspect that the site may have been previously contaminated? Yes ☐ No ☑.

If yes, please explain: N/A

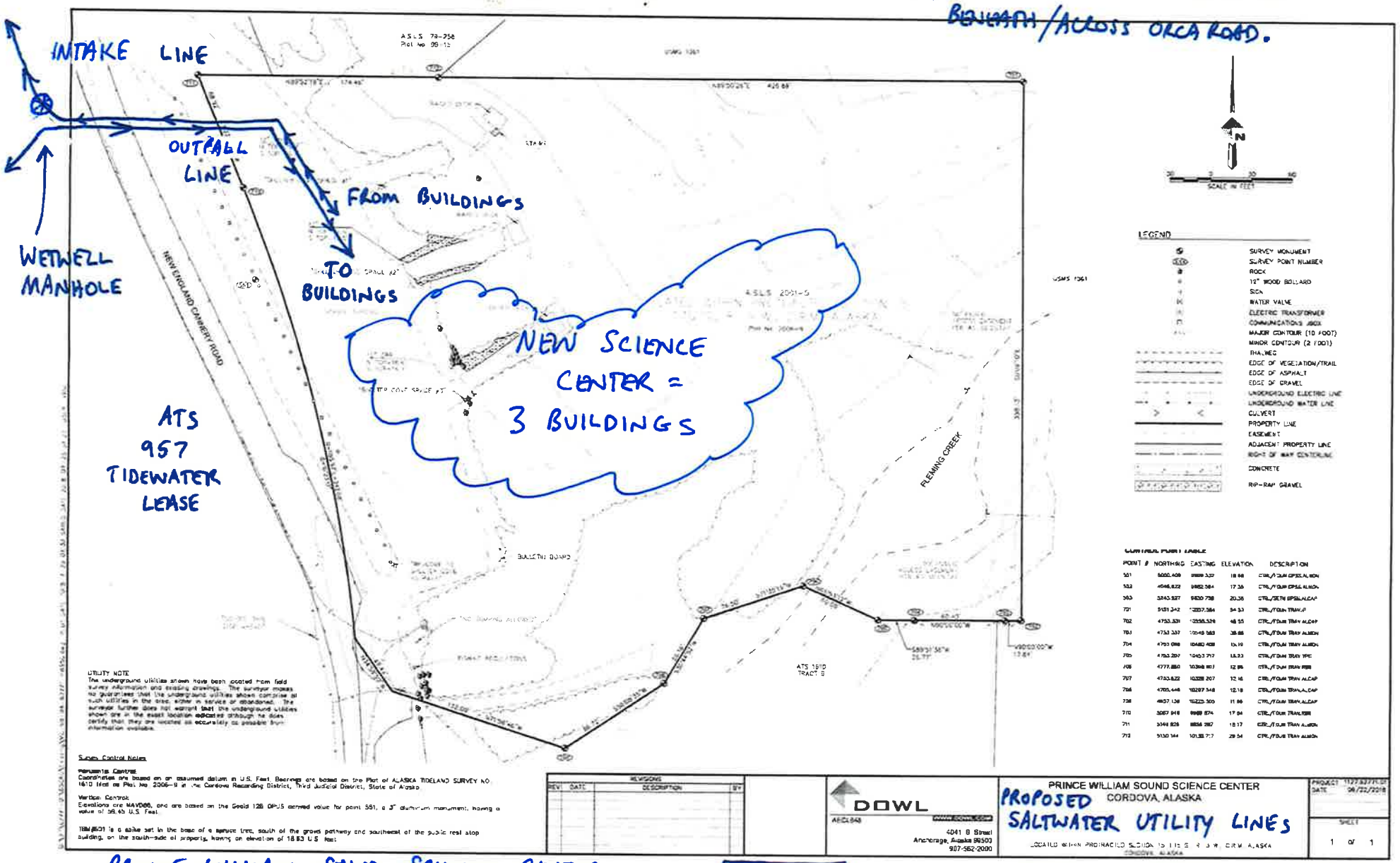
I certify that due diligence has been exercised and proper inquiries made in completing this questionnaire, and that the foregoing is true and correct to the best of my knowledge.

Applicant KATRINA HOFFMAN, PRESIDENT / CEO, PWSSC

03.13.2020
Date

AS 38.05.035(a) authorizes the director to decide what information is needed to process an application for the sale or use of state land and resources. This information is made a part of the state public land records and becomes public information under AS 40.25.110 and 40.25.120 (unless the information qualifies for confidentiality under AS 38.05.035(a)(9) and confidentiality is requested). Public information is open to inspection by you or any member of the public. A person who is the subject of the information may challenge its accuracy or completeness under AS 44.99.310, by giving a written description of the challenged information, the changes needed to correct it, and a name and address where the person can be reached. False statements made in an application for a benefit are punishable under AS 11.56.210.

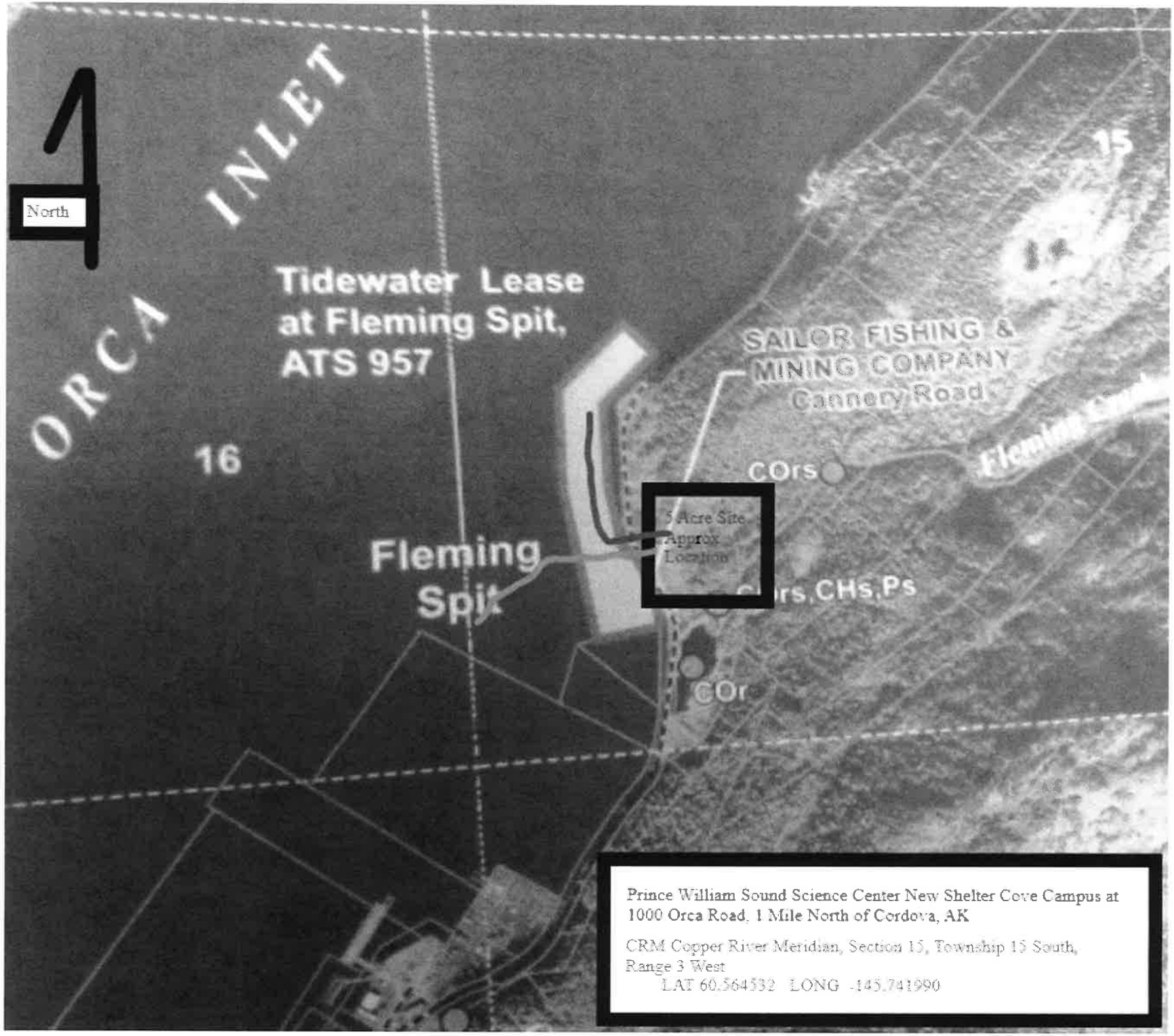
NOTES: (1) BOTH LINES IN ONE TRENCH-CUT BENEATH/ACROSS ORCA ROAD.



PRINCE WILLIAM SOUND SCIENCE CENTER

DRAFT

~ SKETCH ~ 19FEB20 R. ROGERS PWSSC



Prince William Sound Science Center New Shelter Cove Campus at 1000 Orca Road, 1 Mile North of Cordova, AK

CRM Copper River Meridian, Section 15, Township 15 South, Range 3 West
LAT 60.564532 LONG -145.741990

Prince William Sound Science Center New Campus at 1000 Orca Road, Cordova, AK

DEVELOPMENT PLAN 20Feb20

Prince William Sound Science Center New Shelter Cove Campus - 2019 – 2021

Project Description: PWSSC owns a five-acre site north of the ferry terminal in Cordova, Alaska, on which it plans to construct a new campus. The site is currently undeveloped, with the exception of a gravel parking area and three tent platforms, which will be removed. A survey and geotechnical study were completed in 2018. An extension of the city sewer system to the site will be constructed in 2020-2021. Power, water, and telecommunications are available adjacent to the site.

The three structures to be built on the campus will include a main building that contains administrative space (~5500 sf), research space (~5980 sf), and community programs/education space (~2075 sf). The heated warehouse facility will be ~4800 sf including partitioned areas for storage, fabrication, maintenance, and "wet" research involving running seawater, as well as approximately 2000 sf of adjacent covered outdoor storage, and up to 6000 sf of open yard storage. Finally, ~2025 sf of bunkhouse space and a ~4120 sf dormitory including a commercial kitchen and dining area will complete the structures.

The project will include sewer installation, utility distribution on the site, access roads, parking, landscaping, and outdoor storage. PWSSC desires the project to include a heat pump system to provide heat to the entire campus through a district heat loop; the source (ground vs. seawater) shall be determined during the design phase, April – November 2020. Running seawater supply for scientific research and education is a top priority. Other renewable energy and resource conservation technologies and practices will be designed and included as much as practicable.

The anticipated cost of the project is approximately $19,000,000.

The schedule for the project assumes a four-month period for the Owner's Architect to develop the bridging documents, inclusive of design to 35%, and conduct the qualifications-based component of the designbuild contractor selection process, including identifying qualifying teams through a process that engages the CEO, Owner's Project Manager, and Facilities Committee. This would be followed by a contractor proposal process that would take approximately three months. Site design and development will include multiple disciplines, to include architecture, mechanical and electrical engineering, civil and structural engineering, heat pump engineering, laboratory and exhibit design specialists, among others. Construction should be completed in time for building occupancy in December 2021.

INITIAL CONSTRUCTION PLAN 20Feb20

Prince William Sound Science Center New Shelter Cove Campus - 2019 – 2021

The constructed utilities shall be one seawater intake line, one seawater effluent/discharge line, and one manhole wetwell integral to the intake line.

The detailed engineered design is in-progress now and final details most likely will include the following: each line will be HDPE high density polyethylene, 4" to 6" diameter, either buried or weighted down with concrete anchors and steel connection straps. The lines will extend approximately 400 feet from shoreline out into the tidelands. The outer ends of both lines will be below water level at mean low tide. Separation distance between the two pipe ends shall be a minimum of 500 feet.

The manhole will be approximately 4 feet in diameter made of pre-cast concrete segments and will form a wetwell for seawater storage and pumping beneath the Orca Road to the new facility. A submersible pump (one in service, one in reserve) in the wetwell will flow seawater to the facility at around 500 gallons per minute (0.72 MGD, million gallons per day). The manhole top will extend above grade approximately 2 feet, with another 20 feet wetwell depth below grade.

Work will be done at low tide and will involve one or two track-mounted hydraulic excavators with a ground crew of 4 laborers to install fusion-welded piping, anchors, pumps, and appurtenances.

A State DOT permit is being obtained to place these two lines in a trench cut across Orca Road at Station 48+30, as shown on the accompanying sketch, and these two lines will connect to facilities at the new Science Center buildings being built east of Orca Road in 2021.

Other permits under application for this work are: Army Corps USACE Wetlands, Cordova Building Permit, Federal Flood Hazard, State DNR seawater intake permit, State DEC discharge permit Form 1 APDES, and permission from The Eyak Corporation to build and operate.

Agenda Item # 13
City Council Meeting Date: 05/06/2020
City Council Communication Form

FROM: **Susan Bourgeois, CMC, City Clerk**

DATE: **04/28/2020**

ITEM: **Resolution 05-20-17**

ACTION: **Updating Council's CIP List Resolution**

_____ Ordinance _____ Motion
__X__ Resolution _____ Information

I. REQUEST OR ISSUE: Council has asked to see this federal/state CIP prioritized list quarterly – the last CIP list resolution approved was Resolution 12-19-58 in December 2019.

II. RECOMMENDED ACTION: move to approve resolution 05-20-17, then move to amend resolution 05-20-17 by adding items to the list and/or removing items from the list and/or re-ordering the list.

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

IV. BACKGROUND INFORMATION: provided verbally

V. LEGAL/LEGISLATIVE ISSUES: The state has an approved operating budget and the legislature is anticipated to revisit a capital budget in June. Therefore, funding of the Municipal Harbor Facility Grant Project for Cordova is still unknown.

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

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

CITY OF CORDOVA, ALASKA
RESOLUTION 05-20-17

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

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

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

1. Port and Harbor Renovations
  a. South Harbor replacement (G, H & J floats priority)
  b. Harbor basin expansion
  c. General upgrades (north harbor sidewalks, waste oil building, harbor crane)
2. Upgrade Community Water Supply
3. Large Vessel Maintenance Facility
  a. Shipyard building
  b. Shipyard expansion and improvements
4. Public Safety Building
5. Road Improvements / ADA Sidewalk Improvements
  a. Second Street
  b. 6th & 7th Streets sidewalk/drainage project
  c. Ferry terminal sidewalk
  d. General street and sidewalk improvements

and;

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

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

PASSED AND APPROVED THIS 6th DAY OF MAY 2020

_____
Clay R. Koplin, Mayor

Attest:

_____
Susan Bourgeois, CMC, City Clerk

DRAFT

Cape Decision Consulting, LLC
2408 Halibut Point Road
Sitka, Alaska 99835

28 April 2020

From: Rob Allen

To: Helen Howarth and Cordova City Council

Memo: Recommendation on advisory committee for CCMC/NVE negotiations

At its meeting on December 18, 2019, Cordova City Council authorized Greg Meyer, Chair of the Cordova Community Medical Center, and Helen Howarth, Cordova City Administrator, to work on behalf of the City to pursue alternatives for ownership and management of CCMC. Since then, negotiations to convey CCMC to a new owner have been ongoing. The Native Village of Eyak has been conducting due diligence and planning for how it could proceed with an offer to the City of Cordova for CCMC.

The City has contracted with Cape Decision Consulting to support its efforts in this endeavor. With the expectation that NVE may soon be making an offer to the City for CCMC, Cape Decision recommends that the City Council authorize an advisory committee to provide Greg Meyer and Helen Howarth with additional expertise and information as they work to protect the City's interests in the negotiation, purchase, and transition process. The committee would include legal and issue expertise, CCMC staff and community representatives. Cordova city counsel Holly Wells also recommends reauthorizing Greg and Helen as the lead negotiators by formal ordinance.

Based on conversations with Helen, Greg, Holly and others, Cape Decision recommends that the advisory committee include the following individuals:

- Kelly Kidzierski, CCMC Chief Nursing Officer
- Tamara Russin, CCMC Directors of Ancillary Services/Clinic Manager
- Barbara Jewell, Sound Alternatives Behavioral Health Program Manager
- Rob Allen, Cape Decision Consulting
- Joan Travostino, Dorsey and Whitney law firm
- Alissa Smith, Dorsey and Whitney law firm

This committee will advise and assist Greg and Helen with due diligence activities, as well as transition planning and implementation if the sale proceeds. We expect that its members will provide information and expertise, anticipate potential problems and concerns and help develop solutions. At this point, we do not anticipate that the committee will be involved in negotiations, and do not recommend that its members be authorized to represent the City.

Greg Meyer and the CCMC Board have developed the following criteria to evaluate offers to purchase CCMC. They are intended to ensure that the community's interests are protected in the negotiation and sale of the hospital:

- Purchasing entity must have the financial wherewithal to purchase, operate, upgrade CCMC
- Purchasing entity must have the expertise to operate a critical access hospital and long term care facility
- Cordova's health needs must be the top priority for the owner/operator of CCMC
- The community must have input into the operation of CCMC, including representation on the governance board
- The deal should retain current CCMC employees.

Cape Decision recommends that City Council hold a work session to discuss, amend and ratify these criteria. The work session should include discussion of a public information and input process to ensure that members of the community are confident that their concerns are heard and incorporated into the criteria for evaluating offers to purchase CCMC.

CITY OF CORDOVA, ALASKA
RESOLUTION 05-20-18

A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA ESTABLISHING THE CCMC PURCHASE AND SALE ADVISORY COMMITTEE, APPOINTING ITS LEADERSHIP TEAM AND FOUNDING MEMBERS, DIRECTING THAT COMMITTEE TO ANALYZE ANY OFFERS TO PURCHASE CCMC, AND DIRECTING THE COMMITTEE TO ANALYZE, REVIEW, AND MAKE RECOMMENDATIONS REGARDING THE PURCHASE AND SALE OF CCMC AND REGARDING THE CODIFICATION OF A PURCHASE AND SALE PROCEDURE FOR CCMC

WHEREAS, The City of Cordova ("City") and the Cordova Community Medical Center Authority ("CCMC") anticipate that there may be an offer made for the sale of all or part of CCMC facilities and operations; and

WHEREAS, CCMC is an instrument of the City but exists and operates independently of and separately from the city under CMC 15.10.001; and

WHEREAS, CCMC has authority to operate and manage land and facilities in the CCMC inventory as well as to enter into agreements, contracts, and partnerships it considers appropriate; and

WHEREAS, the sale of real property owned by the City but managed by CCMC will require oversight by the City Manager and disposal in accordance with the Cordova Municipal Code and City Charter but the sale of personal property and assets other than real property owned by CCMC will be subject to CCMC's disposal and procurement bylaws; and

WHEREAS, CCMC submits its budget to the City for review and approval annually but retains responsibility for that budget; and

WHEREAS, in late 2019, Council recognized the need for joint CCMC and City leadership when exploring CCMC ownership and management options and authorized the City Manager to retain specialized legal counsel and professional consulting services to explore such options for CCMC, in consultation with Greg Meyer, CCMC Board Chair; and

WHEREAS, the City Manager retained Rob Allen from Cape Decision Consulting to advise the City and CCMC on the recommended structure for the review and analysis of management/ownership options for CCMC and Mr. Allen recommended: 1) The creation of a joint leadership team led by City Manager Helen Howarth and CCMC Chair Greg Meyer and 2) The creation of the CCMC Purchase and Sale Advisory Committee with professionals experienced in healthcare facility sales or CCMC-specific operations; and

WHEREAS, the Cordova Municipal Code governs CCMC operations and management but does not address the purchase and sale procedures for CCMC as a whole,

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

DRAFT

Section 1. establishes the Cordova CCMC Purchase and Sale Advisory Committee. The Committee shall be jointly led by the City Manager and Greg Meyer, CCMC Chair, which may be referred to as the Joint Leadership Team. The Committee is tasked with:

1. Analyzing alternatives for ownership and management of CCMC;
2. Reviewing offers to purchase all or a substantial part of CCMC;
3. Proposing purchase and sale procedures for incorporation into Cordova Municipal Code Title 15; and
3. Presenting Committee findings to Council and the CCMC Board for action.

Section 2. directs the City Manager to appoint the following Advisory Committee members or, in the event these members are unavailable, members with substantially similar experience and/or skills:

- Helen Howarth, City Manager
- Greg Meyer, CCMC Chair
- Kelly Kedzierski, CCMC Chief Nursing Officer
- Tamara Russin, CCMC Directors of Ancillary Services/Clinic Manager
- Barbara Jewell, Sound Alternatives Behavioral Health Program Manager
- Rob Allen, Cape Decision Consulting
- Joan Travostino, Dorsey and Whitney law firm
- Alissa Smith, Dorsey and Whitney law firm
- Any future members identified as necessary to the committee by the Joint Leadership Team

Section 3. directs the City Manager, in consultation with the City Attorney, to propose amendments to Title 15 of the Cordova Municipal Code codifying the purchase and sale procedures for CCMC in a manner that ensures public input is received and a public hearing is held regarding such procedures.

Section 4. The CCMC Purchase and Sale Advisory Committee shall remain in existence until the purchase and sale of CCMC and all of its assets is complete or until the Committee is dissolved by Council.

PASSED AND APPROVED THIS 6th DAY OF MAY 2020

_____
Clay R. Koplin, Mayor

ATTEST:

_____
Susan Bourgeois, CMC, City Clerk

DRAFT

City Council of the City of Cordova, Alaska

Pending Agenda May 6, 2020 Regular Council Meeting

A.	Future agenda items - topics put on PA with no specific date for inclusion on an agenda	date item was revisited or initially put on PA
1)	Investment firms - RFP - re-check with Manager after **April 2020**	2/19/2020
2)	City land management (disposal etal) including disposition of proceeds into City funds	2/19/2020
3)	City Manager authority re: purchases/contracts and whether budgeted/unbudgeted - **after new finance director**	2/19/2020
4)	Ordinance change (Title 4) before a new CBA gets negotiated - so Council has a role in approval process	2/19/2020
5)	Council training and other boards/commission/public - staff to report back after cert of **March** election	2/19/2020
6)	Refuse - how we do it - i.e. residential vs. neighborhood dumpsters - worksession **June 2020**	2/19/2020
7)	Resolutions/actions regarding emergency as necessary possible special meetings, etc. throughout this COVID-19 emergency/disaster declaration	3/18/2020

B. Resolutions, Ordinance, other items that have been referred to staff

1) **Res 12-18-36** re E-911, will be back when a plan has been made, referred **12/19/18** — 2/19/2020

C. Upcoming Meetings, agenda items and/or events: with specific dates

1) Capital Priorities List and Resolution to come before Council quarterly: looking at it tonight **5/6/2020**

   6/17/2020 **9/2/2020** **12/2/2020** **3/3/2021**

2) Staff quarterly reports will be in the following packets:

   4/15/2020 **7/15/2020** **10/21/2020** **1/20/2021**

3) Joint City Council and School Board Meetings - twice per year, November & April

   6pm before Council Mtg @ CC **4/1/2020** - on hold for now 6pm @ CHS before Sch Bd mtg **10/14/2020**

4) Clerk's evaluation - each year in **Feb** or **Mar**

5) City Manager's evaluation - **October 2020** and each year in October or possibly **January 2021**

D. Council adds items to Pending Agenda in this way:

item for action	tasking which staff: Mgr/Clrk?	proposed date
1) …		
2) …		
3) …		

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

City Council of the City of Cordova, Alaska

Pending Agenda May 6, 2020 Regular Council Meeting

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

1) Fisheries Advisory Committee:

re-auth res 01-20-04 approved Jan 15, 2020

auth res 04-03-45 approved Apr 16, 2003

1-John Williams (fisheries educ/Mar Adv Prgm) 2-Jeremy Botz (ADF&G)
3-vacant (processor rep) 4-Jim Holley (marine transportation/AML)
5-Chelsea Haisman (fish union/CDFU) 6-Tommy Sheridan (aquaculture/PWSAC)

2) Cordova Trails Committee:

re-auth res 11-18-29 app 11/7/18

auth res 11-09-65 app 12/2/09

1-Elizabeth Senear 2-Toni Godes
3-Dave Zastrow 4-Ryan Schuetze
5-Wendy Ranney 6-Michelle Hahn

3) Fisheries Development Committee:

authorizing resolution 12-16-43

reauthotrization via Res 11-19-51

approved 11/20/2019

1-Warren Chappell 2-Andy Craig 3-Bobby Linville
4-Gus Linville 5-vacant 6-Bob Smith
7- Ron Blake 8- John Whissel

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

1) Prince William Sound Regional Citizens Advisory Council

Robert Beedle re-appointed March 2020 2 year term until March 2022
re-appointed June 2018
re-appointed March 2016
re-appointed March 2014
appointed April 2013

2) Prince William Sound Aquaculture Corporation Board of Directors

Tom Bailer re-appointed October 2018 3 year term until Sept 2021
appointed February 2017-filled a vacancy

3) Southeast Conference AMHS Reform Project Steering Committee

Mike Anderson appointed April 2016 until completion of project
Sylvia Lange alternate

May 2020

CALENDAR MONTH	MAY
CALENDAR YEAR	2020
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12 6:30 P&Z CCAB	13 7:00 Council reg mtg CCAB 12:00 Council spec mtg CCAB 6:00 Harbor Cms CCM 7:00 Sch Bd HSL	14	15	16 CHS graduation
17	18	19	20 CSD Last Day of School 12:00 Council spec mtg CCAB 5:30 CTC Board Meeting	21	22	23
24	25 Memorial Day- City Hall Offices Closed	26 6:00 P&R CCM	27 12:00 Council spec mtg CCAB 6:00 CEC Board Meeting	28 6:00 CCMCAB HCR	29	30
31	1					

Notes

Legend:
CCAB-Community Rms A&B
HSL-High School Library
CCA-Community Rm A
CCB-Community Rm B
CCM-Mayor's Conf Rm
CCER-Education Room
LN-Library Fireplace Nook
CRG-Copper River Gallery
HCR-CCMC Conference Room

Cncl - 1st & 3rd Wed
P&Z - 2nd Tues
SchBd, Hrb Cms - 2nd Wed
CTC - 3rd Wed
P&R - last Tues
CEC - 4th Wed
CCMCA Bd - last Thurs

June 2020

CALENDAR MONTH	JUNE
CALENDAR YEAR	2020
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3 6:00 Council work session 6:45 Council pub hrg (maybe) 7:00 Council reg mtg CCAB	4	5	6
7	8	9 6:30 P&Z CCAB	10 6:00 Harbor Cms CCM 7:00 Sch Bd HSL	11	12	13
14 	15	16	17 5:30 CTC Board Meeting 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	18	19	20 SUMMER SOLSTICE
21 	22	23	24 6:00 CEC Board Meeting	25 6:00 CCMCAB HCR	26	27
28	29	30 6:00 P&R CCM	1	2	3	4
5	6					

Notes

Legend:
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Cncl - 1st & 3rd Wed
P&Z - 2nd Tues
SchBd, Hrb Cms - 2nd Wed
CTC - 3rd Wed
P&R - last Tues
CEC - 4th Wed
CCMCA Bd - last Thurs

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

Mayor and City Council - Elected

seat/length of term	email	Date Elected		Term Expires
Mayor:	**Clay Koplin**	Mar 1, 2016, Mar 5, 2019		March-22
3 years	Mayor@cityofcordova.net			
Council members:				
Seat A:	**Tom Bailer**	March 5, 2019		March-22
3 years	CouncilSeatA@cityofcordova.net			
Seat B:	**Cathy Sherman**	March 3, 2020		March-23
3 years	CouncilSeatB@cityofcordova.net			
Seat C:	**Jeff Guard**	Mar 5, 2017, Mar 3, 2020		March-23
3 years	CouncilSeatC@cityofcordova.net			
Seat D:	**Melina Meyer, Vice Mayor**	March 6, 2018		March-21
3 years	CouncilSeatD@cityofcordova.net			
Seat E:	**Anne Schaefer**	Dec 6, 2017, Mar 6, 2018	elected by cncl	March-21
3 years	CouncilSeatE@cityofcordova.net			
Seat F:	**David Allison**	March 5, 2019		March-22
3 years	CouncilSeatF@cityofcordova.net	March 1, 2016		
Seat G:	**David Glasen**	March 5, 2019		March-22
3 years	CouncilSeatG@cityofcordova.net			

Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	**Barb Jewell, President** bjewell@cordovasd.org	Mar 5, 2013, Mar 1, 2016, Mar 5, 2019	March-22
3 years	**Bret Bradford** bbradford@cordovasd.org	Mar 3, 2015, Mar 6, 2018	March-21
3 years	**Tammy Altermott** taltermott@cordovasd.org	Mar 5, 2013, Mar 1, 2016, Mar 5, 2019	March-22
3 years	**Peter Hoepfner** phoepfner@cordovasd.org	Mar 7, 2006, Mar 3, 2009, Mar 6, 2012, Mar 3, 2015, Mar 6, 2018	March-21
3 years	**Sheryl Glasen** saglasen@cordovasd.org	Mar 4, 2014, Mar 7, 2017, Mar 3, 2020	March-23

seat up for re-election in 2021	***vacant***
board/commission chair	
seat up for re-appt in Nov 20	

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

CCMC Authority - Board of Directors - Elected

length of term			Date Elected		Term Expires
3 years	**Kelsey Appleton Hayden**		March 3, 2020		March-23
3 years	**Greg Meyer, Chair**		Jul 19, 2018, Mar 5, 2019		March-22
				up for election	
3 years	**Craig Kuntz**	elected by board	March 26, 2020	March-21	March-22
3 years	**Linnea Ronnegard**		March 6, 2018		March-21
3 years	**Gary Graham**		May 31, 2018, Mar 5, 2019		March-21

Library Board - Appointed

length of term		Date Appointed	Term Expires
3 years	**Mary Anne Bishop, Chair**	Nov '06, '10, '13, '16 & '19	November-22
3 years	**Wendy Ranney**	Apr '13, Nov '15, Nov '18	November-21
3years	**Sherman Powell**	June '18, Feb '20	November-22
3 years	**Sarah Trumblee**	February-18	November-20
3 years	**Krysta Williams**	February-18	November-20

Planning Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	**Nancy Bird**	Nov '16, '19	November-22
3 years	**Mark Hall**	Nov '19	November-22
3 years	**Scott Pegau, Vice Chair**	Dec '11, Dec '14, Nov '17	November-20
3 years	**John Baenen**	Dec '12, Dec '15, Nov '18	November-21
3 years	**Tom McGann, Chair**	Apr '11, Dec '11, Dec '14, Nov '17	November-20
3 years	**Chris Bolin**	Sep '17, Nov '18	November-21
3 years	**Trae Lohse**	Nov '18	November-20

seat up for re-appt in Nov 20

seat up for re-election in 2021

vacant

board/commission chair

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	**Mike Babic**	Nov '17	November-20
3 years	**Andy Craig**	Nov '16, '19	November-22
3 years	**Max Wiese**	Mar '11, Jan '14, Nov '17	November-20
3 years	**Ken Jones**	Feb '13, Nov '16, Nov '19	November-22
3 years	**Jacob Betts, Chair**	Nov '15, '18	November-21

Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	**Wendy Ranney, Chair**	Aug '14, Nov '15, Nov '18	November-21
3 years	**Henk Kruithof**	Nov '19	November-22
3 years	**Ryan Schuetze**	Aug '18	November-21
3 years	**Kirsti Jurica**	Nov '18	November-21
3 years	**Marvin VanDenBroek**	Feb '14, Nov '16, Nov '19	November-22
3 years	**Karen Hallquist**	Nov '13, '16, '19	November-22
3 years	**Dave Zastrow**	Sept '14, Feb '15, Nov '17	November-20

Historic Preservation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	**Cathy Sherman**	Aug '16, Nov '19	November-22
3 years	**Heather Hall**	Aug '16, Feb '20	November-22
3 years	**Sylvia Lange**	Nov '19	November-22
3 years	**John Wachtel**	Aug '16, Nov '18	November-21
3 years	**Wendy Ranney**	Nov '18	November-21
3 years	**Nancy Bird**	Nov '17, Nov '18	November-21
3 years	**Jim Casement, Chair**	Nov '17	November-20

seat up for re-election in 2021	seat up for re-appt in Nov 20
board/commission chair	*vacant*