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
Summer vacation

Special City Council Meeting
June 24, 2020 @ 12:00 pm
Cordova Center Community Rooms
and via YouTube and Teleconference
Agenda

A. Call to order

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

C. Approval of agenda…….... **(voice vote)**

D. 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

E. Communications by and petitions from visitors
1. Guest Speakers
a. IMT Report, incident: COVID-19
2. Audience Comments regarding agenda items……..…….. **(3 minutes per speaker)**

F. Correspondence
3. 06-22-2020 Email re road closure Mile 25 Culvert Project…….. **(page 1)**

G. New Business
4. Council ratification of CARES fund allocations and approval……..…….. **(voice vote)(page 2)**
of COVID projects funded by CARES Funds
5. Council discussion of Election code changes/elections by mail……..…….....…… **(page 4)**
6. Discussion of COVID-19 Emergency Response

H. Audience participation

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

I. Council comments

J. 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 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 during debate on that agenda item or could move to do so later in the meeting.

K. Adjournment

Executive Sessions per Cordova Municipal Code 3.14.030
- **subjects which may be considered are:** (1) matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) matters which by law, municipal charter or code are required to be confidential; (4) matters involving consideration of governmental records that by law are not subject to public disclosure.
- **subjects may not be considered in the executive session except those mentioned in the motion calling for the executive session, unless they are auxiliary to the main question**
- **action may not be taken in an executive session except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations**

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full City Council agendas and packets available online at www.cityofcordova.net

Susan Bourgeois

From: Josh Hallquist <jhallquist818@gmail.com>
Sent: Monday, June 22, 2020 8:59 PM
To:
Subject: 25 Mile Copper River Highway Road Closure Notice

Dear community members and partners,

Please be advised of a road closure at Mile 25 on the Copper River Highway from Wednesday 6/24/20 @ 10:00am thru Thursday 6/25/20 at 5:00pm. One of the three new fish passage culverts will be installed across the copper river highway during the closure. We are excited for this project to be moving forward and we thank you for your understanding during this time.

Thanks, from the Copper River Watershed and our partners

MEMO:

DATE: **June 22, 2020**

TO: **City Council**

FROM: **Helen Howarth, City Manager**

RE: **CARES ACT FUNDING**

COUNCIL ACTION: Ratification of CARES Fund allocations and approval of COVID projects funded with CARES Funds.

City of Cordova has been awarded $3.414M to spend on COVID related projects and economic recovery. Staff recommends allocating the funds in five categories as outlined below. The CARES resources are federal dollars disbursed through the State of Alaska and must be expended by December 31, 2020 in accordance with federal CARES rules.

$900,000 – First Responder and Incident Management Team Payroll.
This allocation includes a reimbursement of City payroll expenses for Incident Management Team, Fire Department, Police Department, Public Safety Dispatch for the duration of the public health emergency.

$250,000 – CARES Act Administration & Non-Payroll Expenditures.
This allocation covers City contractual and other administrative expenses incurred to develop, implement and communicate mandates and rules necessary to ensure the health and safety of City employees and residents.

$1,189,908– Facility Enhancements
This allocation includes purchases and project to ensure the health and safety of City employees and residents thorough COVID19 recommended improvements.

The attachment that follows outlines specific projects suggested by staff and Council that meet the intent of CAREs dollars and can be accomplished this calendar year. Council will be asked to review and select projects that will be funded with Cordova's CARES award.

$75,000 – Non-Profit Grants
Direct investment in the Cordova Community Foundation to provide support for community programs and services provided by local non-profit organizations.

$1,000,000– Individual Assistance Grants.
Staff recommends a "bottom up" approach to our local economic recovery by distributing CARES funds directly to individuals for expenditure at local businesses. The City will develop a program and determine eligibility restrictions and requirements which will be brought to Council in the form of a resolution for consideration.

CARES FUND PROJECT
DISCUSSION LIST

Telephone, network upgrades & Wi fi to improve communications		$50,000
Laptops X 24 for employee remote work capability		$50,000
Ambulance bay decontamination area improvements		$30,000
Bathroom facilities Boat Haul-Out		$150,000
Bathroom facilities at North Ramp		$150,000
Bathroom facilities at Field of Dreams		$100,000
Nirvana park water/sewer		$100,000
Water/sewer to Odiak campground sites	TBD	
Vehicle for strike team cleaners/move portable shower/restrooms		$30,000
Portable shower Pool and Odiak		$40,000
Stainless steel Fish/handwashing tables- Harbor		$25,000
DEC kitchen at Bidarki for first responders		$30,000
E911 equipment for local emergency reponders		$375,000
Renovation of pool showers for social distancing	TBD	
HVAC review and recommendations for Cordova Center	TBD	
TOTAL ALL ITEMS		**$1,130,000**

*All prices are estimates

AGENDA ITEM 5
City Council Meeting Date: 6/24/2020
CITY COUNCIL COMMUNICATION FORM

FROM: **Susan Bourgeois, City Clerk**

DATE: **06/23/2020**

ITEM: **City Election Code**

NEXT STEP: **Direction to Clerk/City Attorney**

_____	ORDINANCE	_____	RESOLUTION
__x__	MOTION	_____	INFORMATION

I. REQUEST OR ISSUE: Direction to staff.

II. RECOMMENDED ACTION / NEXT STEP: Council discussion of merits to the options listed below and/or alternatives.

III. FISCAL IMPACTS: Specifics as yet to be determined by City Clerk, more work to be done to assess cost differential of the various approaches. Currently City Election line item is budgeted at $2,000 for 2020. Actual in 2019 was $1,401, in 2017 was $6,359 (there was a general election in March and a Special Election in November that year). If mailed ballots are to be by first class mail 2,000 ballots could be $1,000 to mail. Currently mailed ballots are sent certified at $8 each.

IV. BACKGROUND INFORMATION: The COVID-19 emergency is the impetus of this discussion/consideration as the safety of election day gatherings in small locations to vote is being pondered across the country. Cordova's Election Board is composed of mostly retired individuals who may be deemed higher risk for complications with COVID-19. That may cause problems in securing a board each year (usually 5 elections clerks are hired for an election). Other protective measures and protocols will need to be employed in the polling place to protect the voters entering to vote (screens/ lines to allow only a small number in the room at a time/ each voter gets his own pen/ fewer booths set up/ cleaning supplies/ etc.). Such measures will be employed whether we switch to a hybrid election or maintain status quo.

Secondarily, proponents of all-mail elections across the country are touting the probability of increased voter turnout in an all-mail election system. Obviously, increased voter turnout is always encouraged and actions to aid voter turnout would be beneficial.

To get ahead of our March 2021 next Regular Election, the Clerk needs direction from City Council as to what if any avenue toward change she is to pursue.

V. LEGAL ISSUES: City Code Title 2-Elections can be read and reviewed here https://library.municode.com/ak/cordova/codes/code_of_ordinances?nodeId=TIT2EL . Code amendments and or a complete rewrite of Title 2 can be undertaken by staff and will require legal assistance/review.

VI. SUMMARY AND ALTERNATIVES: Council should discuss the issue and come to a consensus to direct staff:

1) to maintain status quo with City Elections – make no Code changes;
2) wait and see how State August primary and General Election in November go;
3) make adjustments to City Code to allow more ease in voting by mail, possibly to include easier early voting options;
4) re write Code entirely to go to Election 100% by mail for Cordova Local Elections;
5) Council alternative option concerning City Election Code

Cordova Election Results - % voter turn-out
Regular Elections

year	ballots cast	total registered voters	% turnout
2010	635	1784	35.59%
2011	296	1828	16.19%
2012	573	1875	30.56%
2013	698	1902	36.70%
2014	424	1866	22.72%
2015	523	1863	28.07%
2016	833	1861	44.76%
2017	435	1907	22.81%
2018	580	1905	30.45%
2019	500	2020	24.75%
2020	459	2067	22.21%

541 avg ballots cast 2010-2020
28.62% avg % turnout 2010-2020

Cordova Election Results - % voter turn-out
Special Elections

mo-year	ballots cast	total registered voters	% turnout
11/1/14	879	1866	47.11%
5/1/15	186	1863	9.98%
11/7/17	338	1891	17.87%
5/15/18	663	1888	35.12%