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
vacant

Regular City Council Meeting
October 7, 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
2. Audience comments regarding agenda items……..……..…….. **(3 minutes per speaker)**
3. Chairpersons and Representatives of Boards and Commissions **(CCMCA BoD, School Board Rep)**
a. PWS Regional Citizens Advisory Council, City Rep ***Robert Beedle***…….…. **(page 1)**
4. Student Council Representative Report – *awaiting contact from CHS*

G. Approval of Consent Calendar
5. Minutes of the 09-16-2020 Council Regular Meeting……..…….…. **(page 3)**

H. Approval of Minutes - in consent calendar

I. Consideration of Bids
6. Direction to Manager to negotiate with *Facility Contractors, LLC*…….... **(roll call vote)(page 8)**
for Shipyard Restroom Building per RFP #PW20-05
7. Direction to Manager to negotiate with *Cordova Construction, LLC*…….. **(roll call vote)(page 11)**
for Ambulance Bay Improvements per RFP #PW20-06

J. Reports of Officers
8. Mayor's Report
9. City Manager's Report……..…….…. **(page 13)**
10. City Clerk's Report……..…….. **(page 14)**

K. Correspondence
11. 09-14-20 Letter of thanks from ***Senator Murkowski*** for Council resolution re: USPS…... **(page 15)**

L. Ordinances and Resolutions - none

M. Unfinished Business - none

N. New & Miscellaneous Business

12. Discussion of COVID-19 Emergency Response
13. Discussion of 2021 Budget schedule/timeline and process…… **(page 17)**
14. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists……..... **(page 18)**

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

Susan Bourgeois

From: robert beedle <rbdle609@gmail.com>
Sent: Wednesday, September 30, 2020 9:52 PM
To: Aurora Trailer Park; Susan Bourgeois
Subject: PWSRCAC

***The RCAC has been working both in Juneau and DC on these issues. The letter is to keep us aware of what RCAC is working on.**

On behalf of the Members of the PWSRCAC from across the Exxon Valdez oil spill region, we are writing to bring to your attention the Council's deep concern about what it views as a steady, on-going, and alarming deterioration of federal and state oil spill prevention, response, oversight, and enforcement capabilities in Prince William Sound.

There are a variety of factors contributing to this situation including, but not limited to, state and federal regulation and enforcement rollbacks, budget and staff reductions at key oversight agencies, the current COVID-19 emergency, the low price of oil, and reduced oil consumption and throughput in the Trans- Alaska Pipeline System (TAPS). These factors would all be cause for concern on their own. Collectively, the cumulative impacts of them all raise the level of concern substantially to that of alarm. Enclosed is a paper discussing the Council's concerns regarding actions and inactions by government, as well as changes and developments within industry that could substantially increase the risk of an oil spill in Alaska.

The Council is trying to help address these issues by raising awareness of them so that sensible and effective actions can be taken in time to rectify them and thereby help prevent another major oil spill.

***The City of Cordova signed a Resolution in support of this. With lots of time, energy and money its finally settled this September.**

2017 Request for Adjudicatory Hearing/Administrative Appeal on the Valdez Marine Terminal Oil Discharge Prevention and Contingency Plan (VMT ODPCP)

Staff is pleased to report that the administrative appeal (also referenced as the Request for Adjudicatory Hearing) filed in 2017 has been satisfied. This appeal has been met by the Alaska Department of Environmental Conservation's (ADEC) recent approval of Amendment 2020-1 to the VMT ODPCP

To recap, in October 2017, ADEC approved a change to the VMT ODPCP that resulted in less protection of the Solomon Gulch Hatchery and the Valdez Duck Flats. In response to that decision, PWSRCAC filed a Request for Adjudicatory Hearing. The significance of this action was that this was the first time in the Council's history that a decision had been challenged to this level. Other stakeholders felt strongly enough about this issue that they joined in the appeal. Those stakeholders included the City of Valdez, the Prince William Sound Aquaculture Corporation (PWSAC), and Valdez Fisheries Development Association (VFDA). This group of stakeholders was subsequently referred to as the "Requesters."

In summary, highlights of the outcome of this appeal include:

- Weather buoy at Valdez Duck Flats (http://www.pwswx.pwssc.org/DuckFlats/DuckFlats.html)
- Weather buoy at VMT (http://www.pwswx.pwssc.org/VMT/VMT.html)
- These weather buoys provide wind speed, gusts, and direction; wave height and direction; current speed and direction
- Rapid and immediate deployment of protective boom for the Valdez Duck Flats and Solomon Gulch Hatchery for unknown volumes of a spill, if the spill is unsecured, or if the volume cannot be confirmed to be less than 5 barrels

As Joe Lally recently expressed, "I think this and all of the other outcomes from the Appeal, Settlement Agreement, and Collaborative Process are all reasons to feel really good about the mission PWSRCAC is here to accomplish."
Thanks to all who contributed to this effort.

***This just one of the many projects the RCAC has completed.**

Council study featured in international publication: Staff member Alan Sorum and Capt. Peter Soles of Glosten have co-authored an article in the latest issue International Tug & OSV magazine on the recent Council-commissioned study evaluating methods of establishing tow lines between an escort tug and a tanker in distress. Prior to this study, very little had been written on this topic and this publication is an excellent vehicle to share the findings with industry and regulators. Reports such as this help ensure the advice given to industry and government officials by the Council is well-informed and supported by the best science available.

Regular City Council Meeting
September 16, 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 7:05 pm on September 16, 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 were ***Mayor Clay Koplin*** and Council members ***Tom Bailer***, ***Jeff Guard***, ***David Allison***, and ***David Glasen***. Council members ***Cathy Sherman***, ***Melina Meyer***, and ***Anne Schaefer*** were present via teleconference. Also present were City Manager ***Helen Howarth*** and City Clerk ***Susan Bourgeois***.

D. Approval of Regular Agenda
M/Allison S/Guard to approve the agenda.
Vote on the motion: 7 yeas, 0 nays. Motion was approved.

E. Disclosures of Conflicts of Interest and ex parte communications
Council member ***Meyer*** said she had a conflict on item 16 as the proposer is her father. ***Mayor Koplin*** agreed with the conflict. ***Mayor Koplin*** said even though he does not vote he wanted to disclose that his wife works for Appraisal Company of Alaska so he is conflicted on agenda item 13.

F. Communications by and Petitions from Visitors
1. Guest speaker
a. Incident Management Team, Covid-19 update – ***Dr. Hannah Sanders***, Medical Team lead for the IMT emergency response reported: 1) today our dashboard got back down to zero covid cases in Cordova which is always something that we celebrate; things are going well; a significant change coming is after this weekend airport testing will stop and times will be available Monday through Saturday in town only; symptomatic testing will still be available 24/7. 2) very important to get a flu vaccine this year – next week or two will get some flu vaccine clinics up at Ilanka and CCMC.
Council questions: ***Bailer*** asked if ambassadors would still be at airport – just no testing there? ***Sanders*** said that is true, they will still greet flights and supply information as to testing times/locations, etc. ***Meyer*** asked ***Dr. Sanders*** how it is looking medically to stay prepared for the pandemic, for the testing capabilities even though the funding looks like it is ending at year end but the virus obviously is not ending. ***Sanders*** said that we have been provided reassurance that the supply of testing materials from the state is intact. The hospital now has 2 ventilators and 2 high-flow nasal cannulas, our equipment has been upgraded and updated our oxygen supply is upgraded and updated. She said they have not received any guidance that the CARES money received by the hospital has the same timelines that the City money has on it. She does not believe that their money has to be spent by December 31, 2020.
2. Audience comments regarding agenda items
Barb Jewell of mile 2.2 Whitshed Road, spoke to add her support to the letter written by **Collins**, agenda item 11 concerning the poor condition of that part of Whitshed Rd.
Greg Meyer of 1 Cannery Row, said for item 16 he will be present on the line to answer any questions that might arise during discussion. Also gave a shout out to the Manager, City Council and ***Dr. Sanders*** – did a great job getting us through the summer.
Kristin Carpenter spoke about the letter she wrote item 12, introduced herself as the new PWSEDD Executive Director and said the annual meeting will be November 12 – she invited Council to attend. At that meeting they will discuss the launch of the CEDS (comprehensive economic development strategy) – 5-year strategic plan for the PWS region. She encouraged participation in the 2020 census.
3. Chairpersons and Representatives of Boards and Commissions
Dr. Hannah Sanders, CCMCA CEO was present via teleconference and reported: 1) 2019 audit results are in – Thursday Sept 24, the board will review with the audit firm – she said there were findings, CCMC lacks internal controls by having only one accountant on staff – we want to assure we address this in 2021 so our records are in really good shape with all

DRAFT

the 2020 money that has come in and been spent. The City has received a copy so the City can go ahead and complete your audit now.
Barb Jewell School Board President reported: 1) all students have now had the opportunity to be in school in person – students and staff that she's spoken to have said it is going well, people are happy; 2) some of the extracurriculars have been restarted last week and this week – they are conducting meetings and practices following guidelines from the state's chief medical officer
4. Student Council representative – vacant

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 Schaefer from the 9/2/2020 Regular Meeting
6. Minutes of the 09-02-2020 Council Public Hearing
7. Minutes of the 09-02-2020 Regular Council Meeting
Vote on the consent calendar: 7 yeas, 0 nays. Meyer-yes; Guard-yes; Schaefer-yes; Glasen-yes; Bailer-yes; Sherman-yes and Allison-yes. Consent calendar was approved.

H. Approval of Minutes – in Consent Calendar

I. Consideration of Bids - none

J. Reports of Officers
8. Mayor's Report – ***Mayor Koplin*** reported: 1) he will be in touch with ***Bitney*** regarding tier 1 harbor matching grant funding is a priority from Cordova; 2) Council had also asked for a report from RCAC rep – he hasn't yet reached out – City Clerk ***Bourgeois*** commented that she had contact ***Mr. Beedle*** and he said a report is forthcoming.
9. Manager's Report - City Manager ***Helen Howarth*** reported: 1) written report and she added – back in City Hall – ambassador at the front entry 10-4 daily, checking people, ensuring safety – we've hosted a few meetings, we feel well-prepared; 2) work for budget for 2021 is beginning – audit is a week or so away from being done and then we will bring it to Council; 3) census is so critical to the community – she encouraged participation. ***Howarth*** asked ***Samantha Greenwood*** to speak about the Water System Excellence Award.
a. AK DEC letter and Water System Excellence Award to City Water Department – ***Greenwood*** praised the water department employees who do such incredible work for the City – 5 dedicated professionals have received this award again (numerous times): ***Joel Felix***, ***Daniel Adajar***, ***Joseph Sison***, ***Ronalyn Adajar*** and ***Everett Hunter*** – they manage the water for the entire City and monitor it 24 hours/day 365 days/year, repair leaks – they participate in continuing education coursework and maintain certifications including testing requirements – this award from the state and recognition is very well-deserved by this hard-working crew of employees – the work they perform is critical to the citizens of Cordova.
Questions for manager: ***Bailer*** – asked about the junk cars out front of the public safety building. ***Howarth*** deferred to Acting ***Chief Nate Taylor*** who responded by saying that they are working on making the current impound lot a secure location (gates, locks, cameras, lights) because some of the vehicles are part of a crime and they must be preserved as evidence. ***Schaefer*** congratulated the Water department and asked ***Howarth*** if she can offer assistance to the census, set up a booth at the Cordova Center or something. ***Howarth*** said the City and NVE have teamed up to get the word out and she has reached out to the regional office about us hosting a location and she has not heard back yet.
Mayor Koplin reverted to Mayor's report to say he had met with the USPS postmaster in Cordova and would be writing a letter to the USPS regional maintenance director per Council's request. Also, he has attended PWSEDD meetings and the new Executive Director is ***Kristin Carpenter*** of Cordova which is a great asset for the organization and for Cordova.
10. City Clerk's Report – ***Bourgeois*** reported: 1) she continues work on Title 2 Election Code re-write; 2) will discuss upcoming training Sept 30 and then other planned work sessions for October at Pending Agenda; 3) answering many citizen questions about upcoming election in November; 4) praised the school district for opening up safely, it has been going well from her experience with a ninth grader at CHS; 5) assessing contract is on for approval, they will be coming in to work on 2021 assessments and will follow travel protocols and Cordova Center protocols to work in the office.

K. Correspondence
11. 08-30-20 Collins letter regarding Whitshed Road
12. 09-09-20 PWSEDD Executive Director Carpenter letter to Council
Meyer commented on item 11. She'd like staff to reach out to DoT again or have Council/Mayor write a letter or somehow follow up to prevent an accident there. ***Greenwood*** updated Council – she did call DoT Northern and there was a hazard

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mitigation grant submitted but not awarded. Those plans from the grant application are available to us if we find funding; she is going to get with NVE. Also, she has reached out for signage to DoT and is waiting to hear back.

L. Ordinances and Resolutions

13. Resolution 09-20-35 A resolution of the Council of the City of Cordova, Alaska, authorizing the city manager to enter into an agreement with Appraisal Company of Alaska for assessment services for tax year 2021 in the amount of eighteen thousand dollars ($18,000)

M/Guard S/Allison to approve Resolution 09-20-35 a resolution of the Council of the City of Cordova, Alaska, authorizing the city manager to enter into an agreement with Appraisal Company of Alaska for assessment services for tax year 2021 in the amount of eighteen thousand dollars ($18,000)

Guard doesn't see this as out of line money wise, he said we need to get it done. ***Allison*** said it is a necessary evil, need to get it done. ***Sherman*** said she is in favor. ***Bailer*** said there were mistakes made and they are slow to correct them and the math mistakes cost people money, he doesn't know how many other mistakes there were. He thinks they did a sloppy job. He thinks it is time for someone else to come in and take a fresh look. ***Meyer*** asked if there were other assessors in Alaska and what the process would be to look elsewhere. ***Bourgeois*** said it might be late for the 2021 year but Council could certainly direct us to issue an RFP during 2021 for assessing services for 2022; we should discuss at budget. ***Meyer*** said she will support but would like to suggest an RFP during budget. ***Glasen*** asked about the amount of work he'd be doing this year and if $18,000 was reasonable. ***Bourgeois*** said she included a page from Alaska Taxable (state report) that compared costs of all the other contracts across the state and her memo spoke to what we've paid the past three years and considering that information she thought $18,000 seemed reasonable.

Vote on the motion: 6 yeas, 1 nay. Glasen-yes; Schaefer-yes; Bailer-no; Sherman-yes; Guard-yes; Allison-yes and Meyer-yes. Motion was approved.

14. Resolution 09-20-36 A resolution of the Council of the City of Cordova, Alaska, establishing an economic stimulus program to mitigate the impacts of the COVID-19 pandemic on the community of Cordova

M/Glasen S/Bailer to approve Resolution 09-20-36 a resolution of the Council of the City of Cordova, Alaska, establishing an economic stimulus program to mitigate the impacts of the COVID-19 pandemic on the community of Cordova

Glasen said he was in favor. ***Bailer*** said he is in favor as long as we are cutting ourselves short on other things. ***Allison*** said he supports this as long as there is a robust plan to account for residency. ***Sherman*** is in favor. ***Guard*** said he is in favor of the program. ***Schaefer*** agreed and spoke in favor.

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

M. Unfinished Business - none

N. New & Miscellaneous Business

15. Direction to staff regarding possible charter change as a ballot proposition for the March 2, 2021 Regular City Election

M/Allison S/Sherman to direct staff to bring forward a resolution placing a charter change on the ballot of the March 2, 2021 Regular City Election.

Bailer declared a perceived conflict because he is a contractor and could be someone who benefits from such a charter change. ***Mayor Koplin*** ruled that we could all be conflicted and he did not see ***Bailer*** as specifically conflicted; no Council member asked to overrule. Council made points about being a small community and sometimes needing to get work done but precluding some contractors from being able to do the work. Other points were made about keeping some safeguards in because there is a pervasive feeling about dishonesty in government and local government is still honest and should stay that way.

During discussion, Council concurred to discuss a work session for this item, to ask the City Attorney to clean up this piece of charter. If they could discuss this with ***Holly***, she could get their ideas and the write the ballot language accordingly.

After further discussion:

M/Allison S/Guard to amend the motion as follows: to direct staff to get with the City Attorney to clean up the charter language and bring it to Council at a work session where the City Attorney would be in attendance and could receive more detailed feedback from council.

With no objection, the motion was amended.

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

16. Council action on disposal and method of disposal for ASLS 79-258 (may be discussed in executive session)

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M/Allison S/Bailer to dispose of ASLS 79-258 as outlined in Cordova Municipal Code 5.22.060 B by requesting sealed proposals to lease or purchase the property.
Allison said one of the proposals we look at can be this one before us offering a swap, but he needs more information before he can consider that. ***Bailer*** said he agrees with ***Allison***, he said this is basically a land swap, anyone can do a colored picture showing a subdivision, there's not really nuts and bolts to any of this. He thought Council should have an executive session so he could get legal answers to some questions about this. ***Sherman*** agrees with proposals and would also ask for the executive session. ***Glasen*** agrees. ***Guard*** agrees he needs more information and would like to enter executive session. ***Schaefer*** agreed also.
M/Allison S/Bailer to go into an executive session to consider a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government specifically the disposal of ASLS 79-258.
Vote on the motion: 6 yeas, 0 nays, 1 conflict of interest. Guard-yes; Schaefer-yes; Meyer-coi; Allison-yes; Sherman-yes; Glasen-yes and Bailer-yes. Motion was approved.
Hearing no objection, ***Mayor Koplin*** declared that they would finish up all of the other agenda items and then enter the executive session after item P. Council comments.
17. Discussion of Covid-19 Emergency Response
Allison said he thinks an ATCO trailer with 2 doors would still work out at the airport so he'd suggest staff look into that. ***Sherman*** agrees because we should come up with a solution while there are funds available.
18. Pending Agenda, Calendar and Elected & Appointed Officials lists
Meyer asked staff to look into some kind of signage out Whitshed. Also asked for the Assessor RFP on PA. City Clerk mentioned Sept. 30 training, Oct 7 EVOS restructuring work session. Oct 14 – there will be a work session on liability and health insurance. ***Bailer*** asked to add to Pending Agenda a discussion item regarding continuity of government and a succession plan to be discussed at budget. ***Sherman*** was wondering about budget work sessions and when those would begin, she also asked about the audit. ***Howarth*** said the audit should be available in a couple of weeks. ***Howarth*** said that she'd aim at first budget work session on October 21.

O. Audience Participation
Greg Meyer of 1 Cannery Row, thanked Council for taking a look at City Appraiser he had an increase this last year that he was able to negotiate down but the initial increase seemed absurd and arbitrary. He said the hospitality industry was decimated this summer; you will probably see that in third quarter sales taxes. His business lost about $2 million in revenue, they'll have to lay off virtually all staff this winter. That industry has the most tax, sales tax, surtax, alcohol tax; it'll take 5 years to make up the losses. He'd like to see consideration like get rid of the surtax for a few years so they can raise rates instead and make up the difference. He'd like the City to consider deferring water and sewer until maybe next September. On the land swap, he thought he was doing the City a big favor he urged them to read the water tank lease really closely because it could cost the City millions; the tank is extremely valuable to the City. They had 100% support from the Science Center and the Planning Commission so he hopes they consider this really strongly, if they do proposals he will probably not put in. He hopes they take careful consideration of what is involved here and decide wisely.
Kelsey Hayden of 1.7 Mile Whished Rd., NHN Prince William Marina Road, spoke about the work session earlier. She did some research of other similar size communities and saw that Wrangell has 16 officers, 8 are patrolling officers. She thinks if Cordova wants more from the police department we need more officers. She thinks we need 24-hour coverage. She knows a DUI takes at least 4 hours to process, paperwork etc. not including court time. She put in a plug for ***Nate*** – she'd like to see him be made chief.

P. Council Comments
Glasen thanked staff and the police officers and he knows they are doing a tough job with just three of them to cover all the hours.
Bailer said he looks forward to getting the data on crime to better understand the police department. Thanks to staff for working hard he is glad to see the City open.
Sherman commended the public works department for choosing Mark Wegner as the new superintendent of the streets department, great choice and thanks and congratulations to the water department.
Allison thanked ***Chief Taylor*** for presenting and thanks for the whole department – also thanks to ***Kelsey Hayden*** for her comments.

Q. Executive Session
19. see item 16. above

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With no objection, the meeting was recessed to clear the room at 9:31 pm.
This previously made motion was back on the table and it had already been approved.
M/Allison S/Bailer to go into an executive session to consider a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government specifically the disposal of ASLS 79-258.
Vote on the motion: 6 yeas, 0 nays, 1 conflict of interest. Guard-yes; Schaefer-yes; Meyer-coi; Allison-yes; Sherman-yes; Glasen-yes and Bailer-yes. Motion was approved.
Council entered the executive session at 9:34 pm and came back into open session at 10:14 pm.
After the executive session, the item that was back on the table before Council was this motion:
M/Allison S/Bailer to dispose of ASLS 79-258 as outlined in Cordova Municipal Code 5.22.060 B by requesting sealed proposals to lease or purchase the property.
M/Bailer S/Glasen to refer this motion back to staff.
Mayor Koplin said for further clarification that would be placed on Pending Agenda and a staff report would be back before Council before December 31, 2020. ***Bailer*** agreed, the purpose is to get more information before making a decision.
Vote on the motion to refer: 6 yeas, 0 nays, 1 conflict of interest. Schaefer-yes; Meyer-coi; Allison-yes; Sherman-yes; Bailer-yes; Guard-yes and Glasen-yes. Motion was approved.

R. Adjournment
M/Bailer S/Allison to adjourn the meeting.
Hearing no objection ***Mayor Koplin*** adjourned the meeting at 10:17 pm.

Approved: October 7, 2020

Attest: _____
Susan Bourgeois, CMC, City Clerk

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AGENDA ITEM 6
City Council Meeting Date: 10/07/2020
CITY COUNCIL COMMUNICATION FORM

FROM: **Samantha Greenwood, Public Works Director**

DATE: **10/2/20**

ITEM: **Award of RFP# PW20-05 Shipyard Restroom Building**

NEXT STEP: **Council authorizes the City Manager to negotiate this contract**

_____	ORDINANCE	_____	RESOLUTION
__X__	MOTION	_____	INFORMATION

I. <u>REQUEST OR ISSUE:</u> This form constitutes the memorandum required per Code per 5.12.040 setting forth the following:

A. Identity of Contractor: Facility Contractors, LLC
B. Contract Price: *$ 231,000*
C. Nature & quantity of the work that the City shall receive under the contract:

To provide all the labor and materials to construct shipyard restroom building

II. <u>RECOMMENDED ACTION / NEXT STEP:</u> Council suggested motion "to direct the City Manager to negotiate a contract with Facility Contractors, LLC, to construct shipyard restrooms per engineered drawings for a sum not to exceed two hundred thirty-one thousand dollars ($231,000)".

III. <u>FISCAL IMPACTS:</u> The work will be paid for with COVID Cares funding.

IV. <u>BACKGROUND INFORMATION:</u> This project has been solicited under the 5.12.160 - Emergency procurements.

The city may procure supplies, services or construction without competition, formal advertising, or other formal procedure where the city manager determines in writing that an emergency threatening the public health, safety or welfare requires that the contract be awarded without delay. The award of any contract under this section shall be subject to prior council approval in accordance with Section 5.12.040.

This memo is written in accordance with section 5.12.040.

The new restroom qualifies for COVID care funding by providing handwashing, restroom facilities and increasing social distancing where it has not existed before

V. LEGAL ISSUES: Contract shall be negotiated and awarded per Code sections 5.12.040.

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

5.12.040 - Council approval of contracts.

No contract for supplies, services or construction which obligates the city to pay more than twenty-five thousand dollars may be executed unless the council has approved a memorandum setting forth the following essential terms of the contract:

A. The identity of the contractor;

B. The contract price;

C. The nature and quantity of the performance that the city shall receive under the contract; and

D. The time for performance under the contract.

(Ord. 1019 § 1, 2008: Ord. 874, 2000: Ord. 809 (part), 1998).

(Ord. No. 1093, § 1, 1-4-2012)

5.12.160 - Emergency procurements.

The city may procure supplies, services or construction without competition, formal advertising or other formal procedure where the city manager determines in writing that an emergency threatening the public health, safety or welfare requires that the contract be awarded without delay. The award of any contract under this section shall be subject to prior council approval in accordance with Section 5.12.040.

(Ord. 809 (part), 1998).

AGENDA ITEM 7
City Council Meeting Date: 10/07/2020
CITY COUNCIL COMMUNICATION FORM

FROM: **Samantha Greenwood, Public Works Director**

DATE: **10/02/20**

ITEM: **Award of RFP# PW20-06 Ambulance Bay Improvements**

NEXT STEP: **Council authorizes the City Manager to negotiate this contract**

_____	ORDINANCE	_____	RESOLUTION
__X__	MOTION	_____	INFORMATION

I. <u>REQUEST OR ISSUE:</u> This form constitutes the memorandum required per Code per 5.12.040 setting forth the following:

A. Identity of Contractor: Cordova Construction LLC
B. Contract Price: *$ 34,555.00*
C. Nature & quantity of the work that the City shall receive under the contract:

To provide all the labor and materials to upgrade the ambulance bay.

II. <u>RECOMMENDED ACTION / NEXT STEP:</u> Council suggested motion "to direct the City Manager to negotiate a contract with Cordova Construction LLC to provide all labor and materials for Ambulance Bay Upgrades for a sum not to exceed thirty-four thousand, five hundred fifty-five dollars ($35,555)".

III. <u>FISCAL IMPACTS:</u> The work will be paid for with COVID Cares funding.

IV. <u>BACKGROUND INFORMATION:</u> This project has been solicited under the 5.12.160 - Emergency procurements.

The city may procure supplies, services or construction without competition, formal advertising, or other formal procedure where the city manager determines in writing that an emergency threatening the public health, safety or welfare requires that the contract be awarded without delay. The award of any contract under this section shall be subject to prior council approval in accordance with Section 5.12.040.

This memo is written in accordance with section 5.12.040.

The upgrades to the ambulance bay will increase social distancing, provide an area for EMTs to remove and properly dispose of protective suits, and doors will provide traffic flow that does not require walking back through dress down area.

V. LEGAL ISSUES: Contract shall be negotiated and awarded per Code sections 5.12.040.

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

CITY OF CORDOVA
MANAGER'S REPORT: 10/7/2020

CordovaCash Cards

City has received applications from over 1500 residents for CordovaCash cards. Nearly 60 Cordova businesses have applied to become vendors eligible to receive the cards. We continue to push for community and business participation: postcard reminders will be delivered to post office boxes the week of October 5 and the Chamber of Commerce has been engaged to contact the business community directly.

The goal of the program is to provide stimulus for our local business community through local spending by card holders. The more cards we issue, the more businesses will benefit. We continue to push the notion that every resident in Cordova has been impacted in some way by COVID-19 and is therefore eligible to apply. Please encourage anyone you know to apply.

Individual adults will receive $500 cards and each dependent $300 with anticipated distribution of $1M to resident applicants. Staff is reviewing all applications and verifying residency. The application deadline is October 16 and cards will be distributed starting the second week of November.

COVID-19 update

Cordova's incident command team continues to meet every two weeks as a reduced group of individuals involved with medical and communications aspects of Cordova's response. The airport testing has concluded but ambassadors continue to meet flights to screen passengers on arrival. The state is paying for this service and will do so until they discontinue the testing mandate for out-of-state travelers. Testing is available at CCMC and Ilanka Clinics during set hours. Cordova continues to see low cumulative case counts and only a rare new case.

City Facilities opening

City Hall, Pool, Bidarki, Museum and Library are open to the public on limited hours. All of the necessary Covid-19 precautions are in place and I am proud to say citizens can visit any of these facilities with confidence that the mitigation practices will keep them safe.

2021 Budget

Staff is working on the 2021 budget. A work session will be held on October 21 for staff to present material changes to income and expenses anticipated for 2021, and to get direction from Council. The first complete budget will be presented at the November 4 work session.

Welcome!

City Hall welcomes Andrew Scott who we have contracted to provide temporary on the ground IT support as City migrates to new phones and laptop computers. He will provide support and training for staff, identify hardware problems, and propose solutions for software deficiencies (and by extension work inefficiencies). He will be the liaison between ArcticIT and City staff. His contract will run until the end of the year and be paid with COVID-19 funds.

Susan Bourgeois, CMC
City of Cordova
Office of the City Clerk
Cordova, AK 99574
601 First Street * PO Box 1210

Phone: 907.424.6248
Fax: 907.424.6000
Cell: 907.253.6248
E-mail: cityclerk@cityofcordova.net

CITY CLERK'S REPORT TO COUNCIL

October 7, 2020 Regular Council Meeting

Date of Report: September 14 – September 30, 2020

I've been answering a lot of questions from the public about the November 3 Election. Often directing them to Division of Elections but also able to answer a lot of what they ask.

Continued the work with the City Attorney on Title 2 – a comprehensive rewrite will be before Council at the second Regular Meeting in October. Holly will participate in a work session on Charter 5-19 and then be available for discussion on the Title 2 re-write Ordinance on October 21.

Began advertising for upcoming Board/Commission vacancies and then Council appointments. Some have applied timely enough that I was able to invite to the September 30 Training with Ann Macfarlane. Coordinated with presenter and attendees for the training session. Greatly assisted by Leif and Harmony.

The new finance drop-box/ballot drop box combo unit has arrived. Next step – signage for the multi-use drop box – we've begun looking for custom magnets. We love the aesthetically pleasing gray color and how sturdy the structure is and know it will work well for both uses. Thanks for the quick install Malvin and helpers.

Began budgeting for Mayor/Council and Clerk budgets. Coordinated with Manager and Finance Director on a Budget schedule. Working with Rachel Kallander on the New Vision for EVOS work session presentation on Oct. 7. Coordinated work session with Insurance professional Clark Cripps of Hub International on Oct. 14. Assisted a family and the public works department with a burial at the City cemetery; very inclement weather gave us a short window and the guys were able to get it done. Answered very many citizen inquiries about the Cordova stimulus as did Finance staff and have assisted with resident verification in processing those applications. Assisted census staff with addressing inquiries.

LISA MURKOWSKI
ALASKA

COMMITTEES:

ENERGY AND NATURAL RESOURCES
CHAIRMAN

APPROPRIATIONS
SUBCOMMITTEE ON INTERIOR, ENVIRONMENT, AND RELATED AGENCIES
CHAIRMAN

HEALTH, EDUCATION, LABOR, AND PENSIONS

INDIAN AFFAIRS

United States Senate
WASHINGTON, DC 20510-0203

(202) 224-6665

(202) 224-5301 FAX

September 14, 2020

510 L STREET, SUITE 600
ANCHORAGE, AK 99501-1956
(907) 271-3735

250 CUSHMAN STREET, SUITE 2D
FAIRBANKS, AK 99701
(907) 456-0233

800 GLACIER AVENUE, SUITE 101
JUNEAU, AK 99801
(907) 586-7277

44539 STERLING HIGHWAY, SUITE 203
SOLDOTNA, AK 99669
(907) 262-4220

1900 FIRST AVENUE, SUITE 225
KETCHIKAN, AK 99901-6059
(907) 225-6880

851 EAST WESTPOINT DRIVE, SUITE 307
WASILLA, AK 99654-7142
(907) 376-7665

Dear Clay:

Thank you for contacting me to share the Council's support for the United States Postal Service (USPS) during the COVID-19 pandemic. I appreciate hearing from you and having the opportunity to respond.

For decades, Congress has recognized that the Postal Service is a “basic and fundamental service” that is authorized by the Constitution and that its mission is to “bind the nation together through the personal, educational, literary, and business correspondence of the people. It shall provide prompt, reliable, and efficient services to patrons in all areas and shall render postal services to all communities." I am very much aware that the Postal Service serves an essential role in connecting and providing basic necessities for each of our communities in our state. I recognize that many Alaskans rely heavily on the USPS for their mail, packages, medication, and other supplies.

USPS, which receives no federal funding except to mail ballots to Americans living overseas and to mail accessible reading material to the blind, continues to face difficult challenges due to declining first class mail volume and requirements to pre-fund retiree health benefits. While the volume of package mail has increased significantly during the pandemic, Postal Service leadership expects the USPS to run out of funds sometime between March and October of 2021.

As you may know, the Coronavirus Aid, Relief, and Economic Security (CARES) Act, overwhelmingly passed 96-0 in the Senate and signed into law on March 27, 2020, included $10 billion in additional borrowing authority for the USPS, subject to approval by the Department of the Treasury. However, while the Treasury and USPS have agreed “in principle” to the terms governing the loans, USPS has not yet drawn down funds. Postmaster General DeJoy has stated in his testimony before the Senate Homeland Security and Government Affairs Committee that the Postal Service yet needs to do so, due to the surge in package volume.

Nevertheless, the Postal Service continues to face financial hardships that have only been exacerbated by the adverse impacts of the COVID-19 pandemic. As a result, I have continued to look into ways to further improve the long-term sustainability of the USPS.

I am a co-sponsor of S. 2965, the USPS Fairness Act, which was introduced by Senator Daines (R-MT) on December 3, 2019. If enacted, the bill would repeal the requirement that the Postal Service annually prepay future employees’ retirement health benefits. Under current law, the USPS is required to fully pre-fund retiree health benefits for its employees (both current and estimated) by making payments into the Treasury’s Postal Service Retiree Health Benefits Fund. This requirement has significantly challenged the Postal Service’s liquidity.

I also joined a letter with a bipartisan group of Senators supporting "significant emergency appropriations" for USPS to be included in the next relief package, as well as a request that the package include language ensuring USPS will be able to borrow the previously approved $10 billion without restrictions that have not been approved by Congress. The letter also asks Senate leadership to "include additional protections to ensure the safety and wellbeing of the agency's employees, who continue to work on the frontlines on behalf of, and in service to, the American people".

I am also a co-sponsor of S. 4174, the bipartisan Postal Service Emergency Assistance Act, led by Senator Collins (R-ME) and Senator Feinstein (D-CA). The bill would establish in the U.S. Department of Treasury the Postal Service COVID-19 Emergency Fund and appropriate $25 billion for that fund, which would remain available until September 30, 2022. The legislation requires the USPS to prioritize the purchase and availability of Personal Protective Equipment (PPE) to postal employees and facilities, and conduct additional cleaning of facilities and delivery vehicles to maintain a safe working environment. The bill also requires the Secretary of the Treasury to lend the amounts authorized in the CARES Act to the USPS and set the terms and conditions of the loan as those in place on September 29, 2019.

The USPS is a vital lifeline to Alaskans and our nation's commerce as well as to the daily life of individual Americans. I will continue to work with my colleagues to ensure we have a reliable and sustainable Postal Service. I hope that you and your loved ones are staying safe and well during these challenging times.

Again, thank you for contacting me.

Sincerely,

Lisa Murkowski
United States Senator
http://murkowski.senate.gov*

2021 BUDGET SCHEDULE

DATE		EVENT
Week of 9/21		Finance Director providing Dept Heads with budget worksheets
Week of 9/28		Finance Director providing Dept Heads with salary schedule as well Capital and Project planning worksheet and partial year results
Week of 10/5		Dept. Heads meet with Finance Director to work out details of Dept. Budgets and fee structure.
10/7/2020	Council Regular Meeting	Discussion item about this schedule for 2021 budget
Week of 10/12		Dept.'s deadline to submit completed budget worksheets, including narratives, line item justifications and capital items or projects, and written explanation of additional personnel, wage increases, fee changes, and significant changes in operation budgets to Finance Director.
10/21/2020	Council Work Session	Overview of projected revenues, expenses, and other budgetary impacts in 2021.
11/4/2020	Council Work Session	1st Draft of 2021 Budget and related Documents to Council
11/18/2020	Council Work Session	Ongoing discussion and review of FY2021 budget.
12/2/2020	Regular Meeting	Ongoing discussion and review of FY2021 budget.
12/9/2020		Publication of proposed FY2021 Budget and FY2021 Fee schedule.
12/16/2020	Regular Meeting	Public Hearing and Adoption of FY2021 Budget and FY2021 Fee schedule.

Pending Agenda (PA) Primer

What is Pending Agenda?

A list of topics that Council wants to explore in the future (these are Pending, for an Agenda).

These topics might be worthy of an agenda item at a regular/special meeting (if there is a specific action being requested).

These topics might be worthy of a work session when Council can discuss at more length and come to a consensus about direction to staff to bring an action back.

How do you get something ON Pending Agenda?

During PA, a Council member can suggest a topic to add to PA. At that time, a second Council member, the Mayor or the City Manager can act as the second who agrees to add the item to the Pending Agenda List.

How do you get something OFF Pending Agenda?

During PA, a Council member can mention a topic that is on the list of topics and name a **specific date** to hear the item, either as an action item on a regular/special meeting or as a discussion item for a work session. If this occurs, a second member is still required, and the member(s) should clearly articulate the action intended or the specific topic for discussion and set a specific date.

Quarterly, we will go through all the items listed on PA and purge the ones that no longer seem practical or that have been handled already.

What is NOT appropriate for Pending Agenda?

Sometimes items are considered for PA but are more appropriately tasks for the Clerk or Manager. These items might warrant Council action in the future, and if so, will be brought back when that is necessary. A consensus of the entire body is required to task the Manager or Clerk with something specific.

The PA part of the meeting sometimes becomes a more detailed discussion of an item being proposed. Council should refrain from the extraneous discussion of a topic at this time and instead clearly state the item, get agreement of a second, and it will be added to the list. Obviously, some discussion is required in order to articulate the detail of what is being added.

City Council of the City of Cordova, Alaska

Pending Agenda October 7, 2020 Regular Council Meeting

A.	Future agenda items - topics put on PA with no specific date for inclusion on an agenda	initially put on or revisited
1)	Investment firms - Manager to put together an Investment Committee to **report** back to Council	9/2/2020
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 - **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)	Refuse - how we do it - i.e. residential vs. neighborhood dumpsters - worksession **June 2020**	2/19/2020
6)	Resolutions/actions regarding emergency, special meetings, throughout **COVID-19 emer**/disaster declaration	3/18/2020
7)	Insurance presentation (liability, vehicles/equipment, health) Hub International **10/14/20**	9/16/2020
8)	City impound lot - best place for this; can we move all the vehicles in front of public safety bldg	9/2/2020
9)	RFP for City Assessor - to discuss at **2021 budget** prep	9/16/2020
10)	Continuity of gov't/ succession of gov't discussion (Acting CM/Interim CM) - **budget 2021** discussion	9/16/2020
11)	Need work session time for discussion of charter 5-19 changes for 2021 ballot (30 mins) **Oct 21, 2020**	

B.	Resolutions, Ordinance, other items that have been referred to staff	
1)	**Disposal of ASLS 79-258** by "out to proposals" referred to staff for more information to return before **12/31/20**	9/16/2020
2)	**Res 05-20-18** re CCMC sale committee, referred to staff at **5/6/20**	5/6/2020
3)	**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 **(included here)**

12/2/2020 **3/3/2021** **6/2/2021** **9/15/2021**

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

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

4) Joint City Council and School Board Meetings - twice per year, October & April

6pm @ CHS before Sch Bd mtg **10/14/2020** 6pm before Council Mtg @ CC **4/7/2021**

5) USCG City desgnation appreciation and Senator Dan Sullivan visit weekend of **October 10-11**

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

7) 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 October 7, 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

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

CITY OF CORDOVA CORPORATE SEAL JULY 8, 1909 ALASKA

ATTEST:

Susan Bourgeois, CMC, City Clerk

most recently approved CIP list

October 2020

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

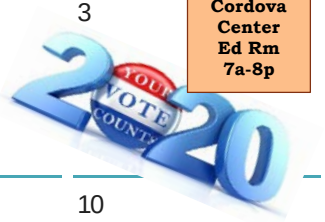
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
4			7 6:00 Council work session 7:00 Council reg mtg CCAB	8	9	10
11	 Indigenous Peoples Day CSD Holiday no school	13 6:30 P&Z CCAB	14 6:00 Council wk ssn CCAB 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	15	16 CSD end 1Q	17
18	19 AK Day-City Hall Offices Closed	20 ----- absentee voting @ Cordova Center Atrium Oct 19 - Nov 2 M-F 8a-5p -----	21 5:30 CTC Board Meeting 6:00 Council work session 7:00 Council reg mtg CCAB	22	23	24
25	26	27 6:00 P&R CCM	28 6:00 Council wk ssn CCAB 6:00 CEC Board Meeting	29 CSD parent/teacher conferences 10/28-30 6:00 CCMCAB HCR	30	31
1	----- absentee voting @ Cordova Center Atrium Oct 19 - Nov 2 M-F 8a-5p -----					

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

November 2020

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 absentee voting Cordova Center Atrium 8a-5p	3 voting Cordova Center Ed Rm 7a-8p 	4 6:00 Council work session 6:45 Council pub hrg CCAB 7:00 Council reg mtg CCAB	5	6	7
8	9	10 6:30 P&Z CCAB	11 Veterans Day Holiday-City Hall Offices Closed 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	12	13	14
15	16	17	18 5:30 CTC Board Meeting 6:00 Council work session 7:00 Council reg mtg CCAB	19	20	21
22	23	24 6:00 P&R CCAB	25 6:00 CEC Board Meeting	26 Thanksgiving Holiday-City Hall Offices Closed 11/26-27 6:00 CCMCAB HCR CSD Holiday no school 11/26-27 		28
29	30	1	2		4	5
6	7					

Notes

Legend:
CCAB-Community Rms A&B
HSL-High School Library
CCA-Community Rm A
CCB-Community Rm B
CCM-Mayor's Conf Rm
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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**	Mar 6, 2018 Dec 6, 2017	elected by cncl	March-21
3 years	CouncilSeatE@cityofcordova.net			
Seat F:	**David Allison**	March 5, 2019 March 1, 2016		March-22
3 years	CouncilSeatF@cityofcordova.net			
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** CCMCBoardSeatE@cdvcmc.com		March 3, 2020		March-23
3 years	**Greg Meyer, Chair** CCMCBoardSeatA@cdvcmc.com		Jul 19, 2018, Mar 5, 2019	up for election	March-22
3 years	**Craig Kuntz, Vice Chair** CCMCBoardSeatB@cdvcmc.com	elected by board	March 26, 2020	March-21	March-22
3 years	**Linnea Ronnegard** CCMCBoardSeatC@cdvcmc.com		March 6, 2018		March-21
3 years	**Gary Graham** CCMCBoardSeatD@cdvcmc.com		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, Vice Chair**	Nov '16, '19	November-22
3 years	**Mark Hall**	Nov '19	November-22
3 years	**Scott Pegau**	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, Chair**	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**	Nov '17	November-20

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