

**Mayor**

David Allison

**Council Members**

Tom Bailer

Cathy Sherman

Kasey Kinsman

Wendy Ranney

David Zastrow

Kristin Carpenter

Ken Jones

**City Manager**

Samantha Greenwood

**City Clerk**

Susan Bourgeois

**Deputy Clerk**

Tina Hammer

**Regular City Council Meeting  
August 7, 2024 @ 7:00pm  
Cordova Center Comm Rooms**

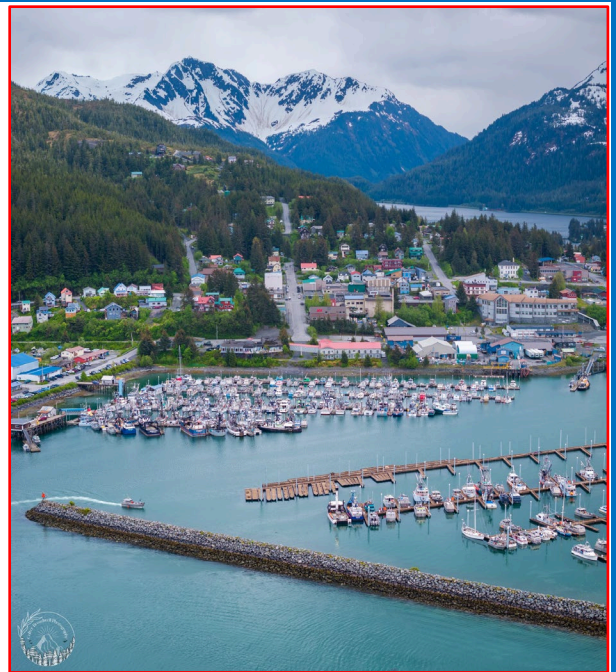
**A. Call to order**

**B. Invocation, pledge of allegiance**

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

**C. Roll call**

Mayor David Allison, Council members Tom Bailer, Cathy Sherman, Kasey Kinsman, Wendy Ranney, David Zastrow, Kristin Carpenter, and Ken Jones



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

**E. Disclosures of Conflicts of Interest and Ex Parte Communications**

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

**F. Communications by and Petitions from Visitors**

1. Guest Speakers - none
2. Audience comments regarding agenda items..... **(3 minutes per speaker)**
3. Chairpersons and Representatives of Boards and Commissions **(Hospital Board, School Board, etal)**
4. Student Council Report – summer vacation

**G. Approval of Consent Calendar**

5. Minutes:
  - a. July 3, 2024, City Council Public Hearing Minutes..... **(page 1)**
  - b. July 3, 2024, Regular City Council Meeting Minutes..... **(page 2)**
6. Resolution 08-24-29..... **(page 6)**  
A resolution of the Council of the City of Cordova, Alaska, supporting the 2024 environmental and climate justice community change grant application to assist in design and engineering work for the wastewater treatment plant

**H. Approval of Minutes – in Consent Calendar**

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

**J. Reports of Officers**

7. Mayor's Report
8. City Manager's Report
  - a. South Harbor Rebuild, project update, **Collin Bronson**
9. City Clerk's Report
10. Staff Reports – 2Q, 2024 Quarterlies:
  - a. Cordova Center, **Andy Anderson**, Acting Cordova Center Coordinator..... **(page 9)**
  - b. City Permanent Fund, Alaska Permanent Capital Management, **Blake Phillips**..... **(page 11)**
  - c. Finance Department Update, **Sheryl Glasen**, Comptroller..... **(page 17)**
  - d. Cordova Historical Museum & Cordova Public Library, **Ashley Bivin**..... **(page 18)**  
Museum Director and Acting Library Director
  - e. Cordova Chamber of Commerce, Executive Director **Cathy Renfeldt**..... **(page 24)**

f. Parks & Recreation Department, Director *Duncan Chisholm*..... (page 29)

**K. Correspondence**..... (see *primer* for description page 33)

- 11. Lead-Safe Cordova Flyer – Self assessment information due by 8/31/24..... (page 34)
- 12. 07/16/24 Letter from PWSRCAC requesting project ideas from stakeholders..... (page 35)
- 13. 07/22/24 Email from Pacific Seafood Processors Association requesting Cordova..... (page 40)  
submit comments on NMFS ESA status review of Chinook salmon
- 14. 07/24/24 Letter from USFWS proposed IHA public comment notice for sea otter take..... (page 46)  
Whittier cruise ship dock construction project

**L. Ordinances and Resolutions**

- 15. Ordinance 1217..... (roll call vote)(page 48)  
An ordinance of the Council of the City of Cordova, Alaska repealing Chapter 5.36 “Property Tax” and replacing same with a new Chapter 5.05 “Property Tax”, Chapter 5.06 “Property Tax Exemptions and Deferrals”, and Chapter 5.07 “Property Tax Exemption and Deferral Criteria” – 2<sup>nd</sup> reading
- 16. Ordinance 1219..... (voice vote)(page 61)  
An ordinance of the Council of the City of Cordova, Alaska amending Chapter 5.38, Biennial motor vehicle registration tax, to increase the motor vehicle registration tax levied on registered vehicles within the city - 1<sup>st</sup> reading
- 17. Resolution 08-24-30..... (voice vote)(page 74)  
A resolution of the Council of the City of Cordova, Alaska, amending the Refuse Division section of the 2024 fee schedule which had been approved by Resolution 12-23-35 on December 20, 2023

**M. Unfinished Business - none**

**N. New & Miscellaneous Business**

- 18. Council action on disposal and method of disposal of Lot 15A Block 5..... (voice vote)(page 78)  
Odiak Park Subdivision
- 19. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 82)

**O. Audience Participation**

**P. Council Comments**

**Q. Executive Session**

City Council is permitted to enter an executive session if an explicit motion is made to do so calling out the subject to be discussed and if that subject falls into one of the 4 categories noted below. Therefore, even if specific agenda items are not listed under the Executive Session header on the agenda, any item on the agenda may trigger discussion on that item that is appropriate for or legally requires an executive session. In the event executive session is appropriate or required, Council may make a motion to enter executive session right during debate on that agenda item or could move to do so later in the meeting.

**R. Adjournment**

**Executive Sessions per Cordova Municipal Code 3.14.030**

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

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

Regular Meetings of the Cordova City Council are live streamed on the City’s YouTube or are available there for viewing or audio-only by the next business day

**City Council Public Hearing  
July 3, 2024 @ 6:45 pm  
Cordova Center Community Rooms  
Minutes**

**A. Call to order**

**Mayor David Allison** called the Council public hearing to order at 7:03 pm on July 3, 2024, in the Cordova Center Community Rooms.

**B. Roll call**

Present for roll call were **Mayor David Allison** and Council members **Tom Bailer, Kasey Kinsman, Wendy Ranney, Kristin Carpenter,** and **Ken Jones**. Council members **Cathy Sherman** and **Dave Zastrow** were present via zoom videoconference. Also present were City Manager **Samantha Greenwood** and City Clerk **Susan Bourgeois**.

**C. Public hearing**

1. Ordinance 1217 An ordinance of the Council of the City of Cordova, Alaska repealing Chapter 5.36 "Property Tax" and replacing same with a new Chapter 5.05 "Property Tax", Chapter 5.06 "Property Tax Exemptions and Deferrals", and Chapter 5.07 "Property Tax Exemption and Deferral Criteria"
2. Ordinance 1218 An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Section 2.18.040 - Determination of elected candidates and passage of propositions, and repealing Section 2.20.100 - Run-off elections, to prevent conflict with charter which was changed with voter approval of Proposition One at the March 5, 2024, Regular City Election

**Mayor Allison** opened the hearing for public testimony on the two ordinances. There was no public testimony.

**D. Adjournment**

Hearing no objection **Mayor Allison** adjourned the public hearing at 7:04 pm.

Approved: August 7, 2024

Attest:

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

**Regular City Council Meeting**  
**July 3, 2024 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order** – **Mayor David Allison** called the Regular City Council Meeting to order at 7:05 pm on July 3, 2024, in the Cordova Center Community Rooms.

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

**C. Roll call** – Present for roll call were **Mayor David Allison** and Council members **Tom Bailer, Kasey Kinsman, Wendy Ranney, Kristin Carpenter,** and **Ken Jones**. Council members **Cathy Sherman** and **Dave Zastrow** were present via zoom videoconference. Also present were City Manager **Samantha Greenwood** and City Clerk **Susan Bourgeois**.

**D. Approval of Regular Agenda**

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

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

**F. Communications by and Petitions from Visitors**

1. Guest speakers - none
2. Audience comments regarding agenda items - none
3. Chairpersons and Representatives of Boards and Commissions: CCMC Authority CEO **Dr. Hannah Sanders** reported: 1) in May they finished up their audit and the first time in a long time it was a totally clean audit, she is super proud of her finance team; 2) that audit showed an operational loss of \$207K, with City appropriation, almost net-neutral year; 3) she continues to seek out collaborations, with hospitals within Alaska or integration with NVE, super hopeful that something will happen.
4. Student Council Report – none

**G. Approval of Consent Calendar**

**5. Minutes:** **a.** June 5, 2024, City Council Public Hearing Minutes; **b.** June 5, 2024, Regular City Council Meeting Minutes

~~**6. Ordinance 1217** An ordinance of the Council of the City of Cordova, Alaska repealing Chapter 5.36 “Property Tax” and replacing same with a new Chapter 5.05 “Property Tax”, Chapter 5.06 “Property Tax Exemptions and Deferrals”, and Chapter 5.07 “Property Tax Exemption and Deferral Criteria” – 2<sup>nd</sup> reading~~

**7. Ordinance 1218** An ordinance of the Council of the City of Cordova, Alaska, amending Cordova Municipal Code Section 2.18.040 - Determination of elected candidates and passage of propositions, and repealing Section 2.20.100 - Run-off elections, to prevent conflict with charter which was changed with voter approval of Proposition One at the March 5, 2024, Regular City Election – 2<sup>nd</sup> reading

**8. Council action to waive protest for renewal of liquor license #2587 for *The Moose Caboose* Seasonal Beverage Dispensary**

**9. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member **Kasey Kinsman** from the June 5, 2024, Regular Meeting**

Agenda item 6 was pulled from the consent calendar by Council member **Ranney**. **Mayor Allison** placed it under ordinances and resolutions as item 17a.

Vote on the Consent Calendar: 7 yeas, 0 nays. Ranney-yes; Carpenter-yes; Bailer-yes; Kinsman-yes; Sherman-yes; Jones-yes; and Zastrow-yes. Consent Calendar was approved.

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

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

### J. Reports of Officers

**10.** Mayor's Report – **Mayor Allison** reported: 1) Governor did veto some parts of the budget but the school will get the additional \$680 per student increase to the BSA; 2) July 4<sup>th</sup> celebration at Hollis Henrichs tomorrow starting at noon; 3) he is being asked to sign on to another letter about the emergency responder federal housing bill (HELPER Act).

**11.** City Manager's Report – **Greenwood** reported: 1) she and **Kevin Johnson** met with Senator Murkowski's aide, and they talked about a lot of different things, including the landfill bear fence – hoping to work on getting that to them for support; 2) Fire Marshal candidate coming for a visit 7/17; 3) new Chief of Police will be here on July 22.

**a.** South Harbor Rebuild, project update, **Collin Bronson** provided a written update.

**b.** Parks & Rec Summer Activity Guide, **Duncan Chisholm**, Director – **Chisholm** reported that the pool liner project is moving ahead, they just signed off on the engineer's drawings, plans are complete. Installation timeframe is looking like first week of August. Pool will likely close last 2 weeks of July to drain and prep the pool, clear the deck, etc. **Chisholm** also showed Council the Summer Activity Guide – filled with all sorts of happenings scheduled throughout the summer months. His plea to Council is to be the cheerleaders around town and let people know about the events and activities and encourage people to call/sign-up, register ahead. A lot of hard work went into this, and he hopes to do one each quarter.

**c.** Cruise Ship Visits, **Ashley Bivin**, Museum Director – **Bivin** reported that the Cordova Museum has been conducting walking tours of Cordova for the past month for the cruise ship passengers that have been coming on Mondays. Chamber of Commerce put them in touch with Uncruise and they have been doing 2 tours/day on the Monday's when Uncruise has their 36-passenger boat in town. Potentially end of this summer or next summer they may open this up to general public.

**Kevin Johnson** reported on a flyer he handed out and that will be in next packet. We are trying to get the word out to citizens. Homeowners are being asked to do a self-assessment of their water service lines. EPA is mandating this, seeking out where lead may be an issue so it can be removed and replaced. We need to show the state that we have sampled a certain percentage of homes. Flyer has a QR code for instructions.

**12.** City Clerk's Report - **Bourgeois** reported: 1) property tax bills were mailed Monday July 1; 2) Deputy Clerk **Tina Hammer** is meticulous about this huge mailing to ensure all bills are accurate and mailed appropriately to the correct owners; 3) Deputy Clerk job is out for hire as **Hammer** has given notice of her retirement on August 31, we are hopeful to have that hired and be able to have some overlap for training; 4) the cemetery map has been reformatted into a more user-friendly excel spreadsheet which is easier now to share with people wanting to locate loved ones – **Malvin Fajardo** has installed a beautiful new wooden sign at the Cordova Cemetery on the highway.

### K. Correspondence

**13.** 05-28-24 Letter from C. Harmon regarding Pico Shelters

**14.** 06-03-24 CDFU letter of support for Resolution 06-24-26

**15.** 06-10-24 Email from Grahams supporting Bayside Storage

### L. Ordinances and Resolutions

**16.** Resolution 07-24-27 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with GV Jones and Associates Inc. to complete a Wastewater Master Plan

**M/Bailer S/Kinsman** to approve Resolution 07-24-27 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with GV Jones and Associates Inc. to complete a Wastewater Master Plan

**Bailer** said he supports this. **Kinsman** said it is pretty clear, he is also supportive. **Sherman** said we have always worked well with GV Jones and this needs to be done – will enable us to get funding and grants once the master plan is in place.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

**17.** Resolution 07-24-28 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with GV Jones and Associates Inc. to complete a Water Master Plan

**M/Bailer S/Kinsman** to approve Resolution 07-24-28 A resolution of the Council of the City of Cordova, Alaska, authorizing the City Manager to enter into a sole source contract with GV Jones and Associates Inc. to complete a Water Master Plan

**Bailer** and **Kinsman** both said they support – same/same as last resolution.

Vote on the motion: 7 yeas, 0 nays. Motion was approved.

**17a. 6.** Ordinance 1217 An ordinance of the Council of the City of Cordova, Alaska repealing Chapter 5.36 “Property Tax” and replacing same with a new Chapter 5.05 “Property Tax”, Chapter 5.06 “Property Tax Exemptions and Deferrals”, and Chapter 5.07 “Property Tax Exemption and Deferral Criteria” – 2<sup>nd</sup> reading  
**M/Ranney S/Bailer** to adopt Ordinance 1217 An ordinance of the Council of the City of Cordova, Alaska repealing Chapter 5.36 “Property Tax” and replacing same with a new Chapter 5.05 “Property Tax”, Chapter 5.06 “Property Tax Exemptions and Deferrals”, and Chapter 5.07 “Property Tax Exemption and Deferral Criteria”

**M/Ranney S/Jones** to amend the ordinance as follows:

In 5.06.020 E delete the second to last sentence:

~~In addition, any entity that has been granted a tax exemption or deferral under this Chapter and Chapter 5.07 shall pay an annual review fee at a date specified by the City and amend the last sentence by striking “and annual review”~~

In 5.06.050 delete all of A and the letter B, the paragraph under B remains as 5.06.050 in its entirety.

~~A. Any tax exemption or deferral granted under this Chapter or Chapter 5.07 shall be subject to annual review by the City Clerk and/or assessor to ensure that the ownership and use of the property and any other qualifying criteria for the tax exemption or deferral continue to exist. Information justifying the continued exemption or deferral shall be submitted annually to the City Clerk at the same time the review fee required under CMC 5.06.020(E) is due. If the City Clerk and/or assessor determine that the property no longer qualifies for an existing exemption or deferral, the City Clerk and/or assessor’s determination may be reversed by a majority vote of Council.~~

~~B.~~

In 5.07.020 delete C, and re-letter the remaining subsections, now C, D, E

~~C. If the application is filed within the required time and is approved by the assessor, the assessor shall allow an exemption in accordance with the provisions of this section.~~

Divide E into E & F as follows:

E. The City Clerk and/or assessor shall require proof in the form they consider necessary of the right to, and amount of an exemption claimed under subsections (A) and (B) of this section.

F. The City may require such proof under this subsection at any time to ensure ongoing compliance with the eligibility requirements of subsection (A) and (B). It shall be the responsibility of every person who obtains an exemption under this section to notify the City of any change in use, ownership, or rental income.

And add G as follows:

G. Applicants for the non-profit exemption must apply annually.

In 05.07.060 C 1. Delete “up to five consecutive years” and add “a period determined by City Council and adopted by ordinance”

And in C 2. Delete “up to five consecutive years” and add “a period determined by City Council and adopted by ordinance”.

**Jones** and **Bailer** asked about whether this would come for another second reading – **Bourgeois** said it absolutely can and probably should. This would then be for public hearing and another second reading at the next regular meeting.

Vote on the motion to amend: 7 yeas, 0 nays. Motion was approved.

**Bailer** commented that it is a good idea for another second reading, so the public gets an opportunity to see it all written out including amendments as made tonight.

Vote on the main motion as amended: 7 yeas, 0 nays. Motion was approved.

**M. Unfinished Business - none**

**N. New & Miscellaneous Business**

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

Council opted to cancel the July 17 regular meeting. Council asked the Clerk and Planner to get with Planning Commission for availability of a joint work session with Planning Commission on July 31 at 6pm. Then Council would continue the economic development property tax exemption work in another work session after that – at 7pm on July 31. The joint work session would include a report from PWSEDD on results of the housing study they just completed.

**O. Audience Participation - none**

**P. Council Comments**

**Sherman** agreed with **Kinsman** as far as we have a lot on our plate, and she is ok with work sessions and/or staff throwing things at them and crossing things off the ending agenda list.

**Bailer** thanked everyone for being present. Thanked **Paul Trumblee** for his years of service to the City as Fire Marshal and he wished him well in future endeavors.

**Carpenter** mentioned Salmon Jam and Salmon Runs upcoming in a couple of weeks (July 19-20).

**Kinsman** echoed **Bailer's** thanks to **Paul Trumblee** and also offered thanks to **Robbie Mattson** for his years of service to the community as Fire Chief. He has been enjoying the new Harbor facility – it is really nice.

**Q. Executive Session - none**

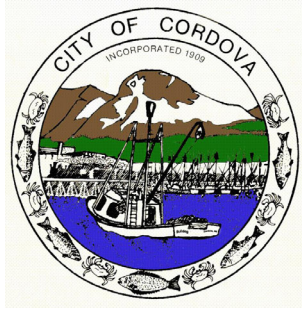
**R. Adjournment**

Hearing no objection, **Mayor Allison** adjourned the meeting at 7:58 pm.

Approved: August 7, 2024

Attest:

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



**AGENDA ITEM # 6**  
**City Council Meeting Date: 8/7/24**  
**CITY COUNCIL COMMUNICATION FORM**

---

**FROM: Kevin Johnson, Public Works Director**

**DATE: 7/30/24**

**ITEM: Resolution 08-24-29 - 2024 Environmental and Climate Justice Community Change Grant Resolution of Support**

**NEXT STEP: Approval of Resolution Supporting the Grant Submission**

---

RESOLUTION  
 ORDINANCE

INFORMATION  
 MOTION

---

**I. REQUEST OR ISSUE:** City staff, along with the help of Agnew-Beck, is preparing an application package for 2024 Environmental and Climate Justice Community Change Grant.

Staff requests that City Council reviews the attached resolution of support and makes a motion to pass the resolution to support the grant application.

**II. RECOMMENDED ACTION / NEXT STEP:** Council should open the item for discussion with a motion and a second: “I move to approve Resolution 08-24-29 supporting the 2024 Environmental and Climate Justice Community Change Grant application.”

**III. FISCAL IMPACTS:** This grant has no matching or cost sharing requirement. The financial impacts are anticipated to be limited to staff time used to assist with the application process, administering the grant if awarded, and consultant costs which have already been budgeted for as part of the 2024 city budget.

**IV. BACKGROUND INFORMATION:** The 2024 Environmental and Climate Justice Community Change Grant is looking to meaningfully improve the environmental, climate, and resilience conditions affecting disadvantaged communities. Staff has identified this as an opportunity to obtain preliminary engineering for a new wastewater treatment plant (WWTP) and collection system upgrades. This would allow us to have a design for a new wastewater treatment plant and thus a “shovel ready” project for future grant funding that would supplement city investment and matching funds.



This grant has a specific focus on meaningful engagement with residents of the community and region during the solution identification portion of the project. This requires that the lead applicant (the City) have a community based non-profit organization (CBO) as a partner for the application. The Copper River Watershed Project (CRWP) has recognized the importance of a new WWTP for the community and region specifically related to human and ecosystem health. With that, they have offered to be our CBO for this grant application. CRWP will help do the lifting when it comes to community engagement including organizing meetings to gather input and putting together educational material regarding the importance of a new WWTP.

The City also plans on heavily involving Native Village of Eyak, Eyak Corp. and other community organizations to help understand their upcoming development goals to better understand the future demands that will be placed on a new WWTP.

**V. ENVIRONMENTAL ISSUES:** Environmental impacts will be considered as part of the process of determining the needs for a new WWTP. The existing plant has what we call a “side treatment bypass” that is used during large storm events. This allows for us to treat the additional capacity during storm events. This method of treatment is currently approved by DEC, however future approval of this treatment method is in question. Aside from capacity issues of the existing WWTP, environmental concerns are a large part of the need for a new plant

**VI. SUMMARY:** Staff is in the process of applying for the EPA 2024 Environmental and Climate Justice Community Change Grant. This grant would allow for the City to obtain a preliminary design and engineering for a new wastewater treatment plant. We ask that the City Council pass a resolution supporting the application.

**VII. ATTACHMENTS:** Resolution 08-24-29

**CITY OF CORDOVA, ALASKA  
RESOLUTION 08-24-29**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA  
SUPPORTING THE 2024 ENVIRONMENTAL AND CLIMATE JUSTICE COMMUNITY  
CHANGE GRANT APPLICATION TO ASSIST IN DESIGN AND ENGINEERING WORK  
FOR THE WASTEWATER TREATMENT PLANT**

**WHEREAS**, a properly functioning wastewater treatment plant with adequate treatment capacity is a necessary component to a healthy and functioning economy and ecosystem; and

**WHEREAS**, Cordova's existing wastewater treatment plant was built in 1975 and has not had major upgrades since 2003; and

**WHEREAS**, the existing wastewater treatment plant is unable to handle the wastewater capacity after certain events which requires the use of a bypass treatment method which is not ideal and may not be permitted by State regulators in the future; and

**WHEREAS**, the City recognizes the need to involve community members in the design process of a new wastewater treatment plant to ensure future development projects and population increases are accounted for; and

**WHEREAS**, the City recognizes that community input is instrumental in ensuring that all sectors of the community have the opportunity to have their needs and concerns heard and to thoroughly address and avoid negative environmental and climate justice issues.

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of the City of Cordova, Alaska, supports the 2024 Environmental and Climate Justice Community Change Grant application.

**PASSED AND APPROVED ON THE 7<sup>th</sup> DAY OF AUGUST 2024**

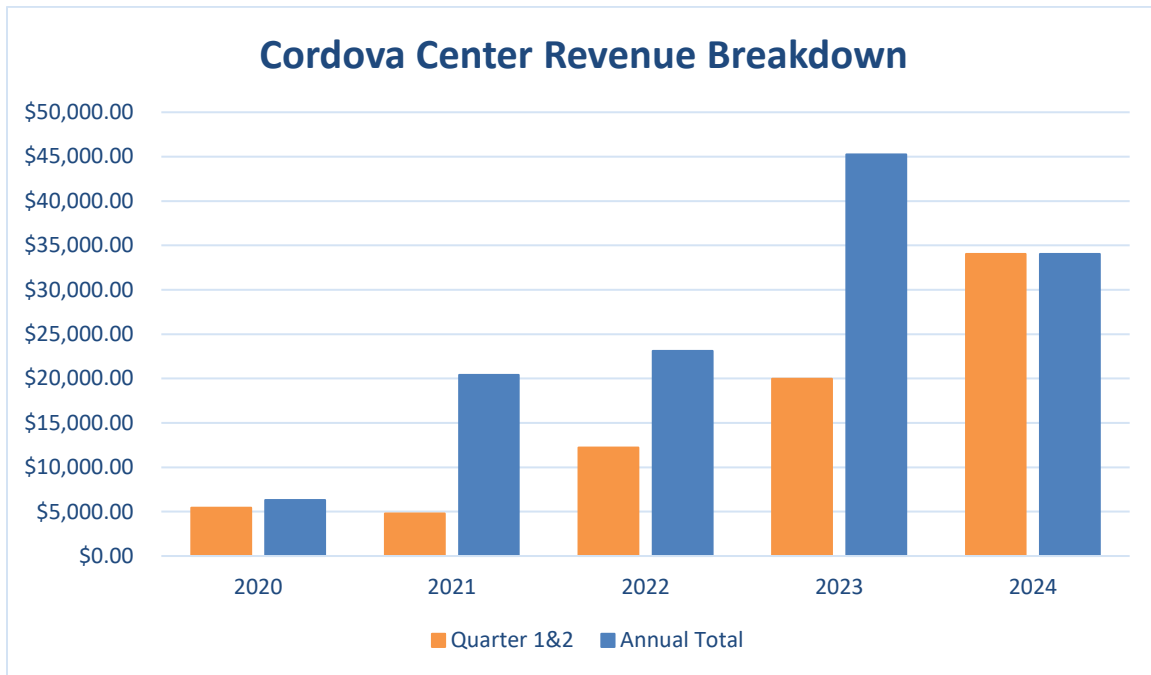
\_\_\_\_\_  
Mayor David Allison

Attest:

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

## Cordova Center 2<sup>nd</sup> Quarter 2024

The Cordova Center Events Management Team consists of Andy Anderson, Malvin Fajardo, Paula Payne, Dana James, and Toni Bocci. With assistance from Ashely Bivin and Susan Roesbery.



### In-Kind Non-Rev: \$3,797.50

- City of Cordova Department Meetings
- Monthly Boards & Commissions
- Council Teleconferences
- Library Outreach Programs
  - *Movies: Wonka, Cruise Boom, Migration, and Are you there God? It's me, Margret.*
- **Revenue: \$22,413.68**
  - Banquet Events
    - PWWSC – Copper River Nouveau 6.8.24
  - Birthday Parties
  - Conference Meetings
    - CDFU – Salmon Harvest Task Force – 4.15.24
    - PWSSC – Vulnerability Assessment 5.6.24
    - Alaska Hospital and Healthcare – Board Meeting 5.16.24
  - Community Events:
    - June James – Sign Language Class 4.8.24
    - Chamber – Shorebird Festival – 5.3-4.24
    - Net Loft – Shorebird Festival – 5.3-4.24
    - Net Loft – Mothers' Day Retreat 5.12.24

## Cordova Center 2<sup>nd</sup> Quarter 2024

- TSA – Applications and Interview Recruitment 5.20.24
- Why Pride? – 6.12.24
- NVE – Chugach Regional Plant Symposium 6.14-15.24
- DOT – Odiak Slough Culvert Replacement Meeting 6.5.24
- Chamber – Business Hybrid Workshop 6.24.24
- Monthly Board Meetings
  - CEC – Cordova Electric Cooperative
  - CTC – Cordova Telecom Cooperative
  - CR-PWS Marketing
  - CCF – Cordova Community Foundation
  - NVE – Native Village of Eyak
- Movies
  - Sign Language Class– *Coda* 4.12.24
- North Star Theater Events:
  - Arts and Pageants – Shake City String Band – 4.20.24
  - Current Rhythms – Spring Recital 4.26-27.24
  - Piano Recital – Keys on Fire 5.17.24
  - Fishermen Poetry – 5.31.24
  -
- Event attendees #2244

### Update

- Website:
  - **Goals Achieved** – Event Calendar is embedded on Events webpage. Able to filter by room and include event more info about events, as well as upload files for public to access.
  - **Coming Soon** – An exit survey to begin collecting data.
  - **Pending** – Media/Marketing materials, brochure, booklet, other information materials

### Looking Forward

- **Next Steps:**
  - **Goal** – NS Theater – Finalize and sign MOU with Stage of the Tide for backstage area
  - **Goal** – Finish the Facility Guide Brochure



# ALASKA PERMANENT CAPITAL MANAGEMENT

Registered Investment Adviser

## Cordova Permanent Fund Investment Report

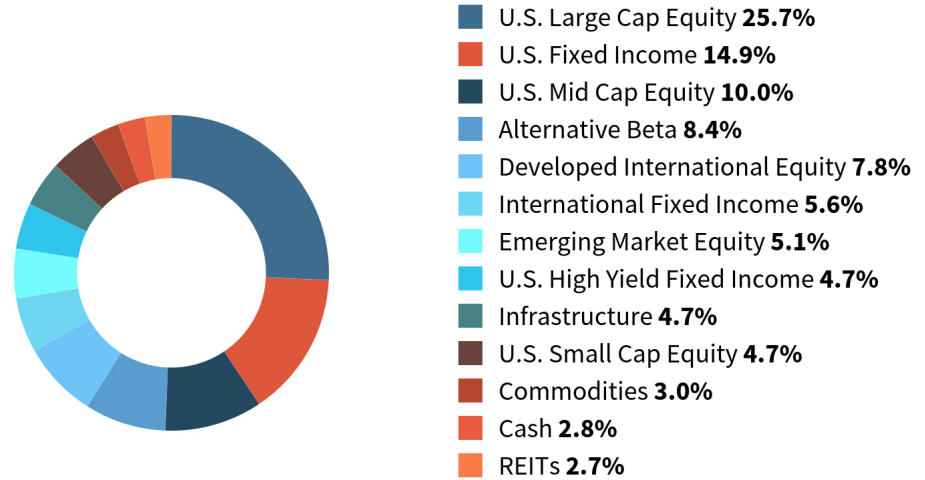
June 2024

# Portfolio Overview

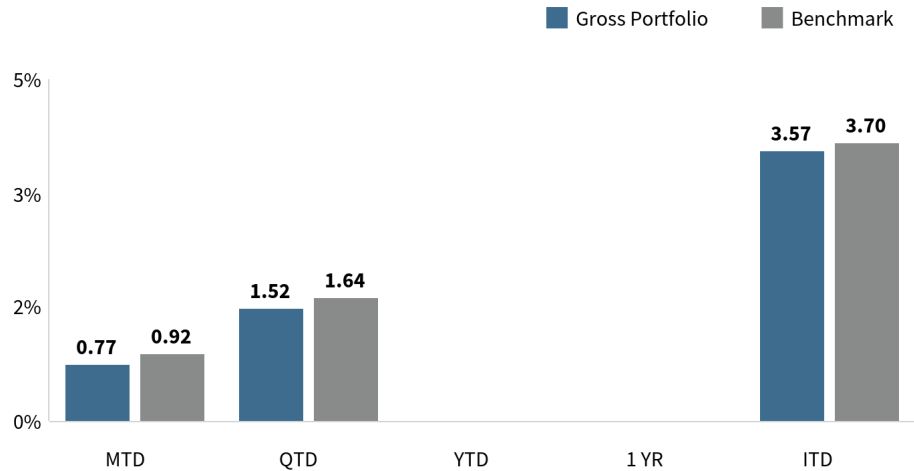
BEGINNING VALUE + ACCRUED	<b>\$6,465,698</b>
TRANSFERS IN/OUT	<b>-\$3,527</b>
REALIZED GAINS/LOSSES	<b>-\$4,214</b>
CHANGE IN MARKET VALUE	<b>\$20,508</b>
INTEREST INCOME	<b>\$2,608</b>
DIVIDEND INCOME	<b>\$30,960</b>
ENDING VALUE + ACCRUED	<b>\$6,512,032</b>



## Portfolio Composition



## Investment Performance



Performance is annualized for periods greater than one year. Inception to date performance begins February 01, 2024. Past performance is not indicative of future results.

# Portfolio Summary and Target

	MARKET VALUE (\$)	ASSETS (%)	TARGET (%)	RANGE
<b>RISK CONTROL</b>				
U.S. Fixed Income	967,209	14.9%	14%	5% to 25%
International Fixed Income	364,368	5.6%	5%	0% to 10%
Cash	182,425	2.8%	2%	0% to 10%
<b>Risk Control Total</b>	<b>1,514,002</b>	<b>23.2%</b>		
<b>RISK ASSET</b>				
U.S. High Yield Fixed Income	306,157	4.7%	5%	0% to 10%
U.S. Large Cap Equity	1,676,257	25.7%	25%	15% to 35%
U.S. Mid Cap Equity	653,904	10.0%	10%	5% to 15%
U.S. Small Cap Equity	304,739	4.7%	5%	0% to 10%
Developed International Equity	508,615	7.8%	8%	4% to 16%
Emerging Market Equity	330,435	5.1%	5%	0% to 10%
<b>Risk Asset Total</b>	<b>3,780,107</b>	<b>58.0%</b>		
<b>ALTERNATIVES</b>				
REITs	174,852	2.7%	3%	0% to 6%
Alternative Beta	544,770	8.4%	10%	0% to 15%
Infrastructure	306,073	4.7%	5%	0% to 10%
Commodities	192,230	3.0%	3%	0% to 6%
<b>Alternatives Total</b>	<b>1,217,924</b>	<b>18.7%</b>		
<b>TOTAL PORTFOLIO</b>	<b>6,512,032</b>	<b>100.0%</b>		

We urge you compare the account statement we provide with the account statement you receive from your custodian. We cannot guarantee the accuracy of this information for tax purposes. Please verify all information from trade confirmations.

Past performance is not indicative of future results.

# Disclosures



## **S&P 500 Total Return Index**

The S&P 500® Index is the Standard & Poor's Composite Index and is widely regarded as a single gauge of large cap U.S. equities. It is market cap weighted and includes 500 leading companies, capturing approximately 80% coverage of available market capitalization.

## **S&P MidCap 400 Total Return Index**

The S&P MidCap 400 Index, more commonly known as the S&P 400, is a stock market index from S&P Dow Jones Indices. The index serves as a barometer for the U.S. mid-cap equities sector and is the most widely followed mid-cap index.

## **S&P Small Cap 600 Total Return Index**

The S&P SmallCap 600® seeks to measure the small-cap segment of the U.S. equity market. The index is designed to track companies that meet specific inclusion criteria to ensure that they are liquid and financially viable.

## **MSCI EAFE Net Total Return USD Index**

The MSCI EAFE Index (Europe, Australasia, Far East) is a free float-adjusted market capitalization-weighted index that is designed to measure the equity market performance of developed markets, excluding the United States and Canada. The MSCI EAFE Index consists of the following 21 developed market countries: Australia, Austria, Belgium, Denmark, Finland, France, Germany, Hong Kong, Ireland, Israel, Italy, Japan, the Netherlands, New Zealand, Norway, Portugal, Singapore, Spain, Sweden, Switzerland and the United Kingdom.

## **MSCI Emerging Net Total Return USD Index**

The MSCI Emerging Markets Index is a free float-adjusted market capitalization-weighted index that is designed to measure equity market performance of emerging markets. The MSCI Emerging Markets Index consists of the following 26 emerging market country indices: Argentina, Brazil, Chile, China, Colombia, Czech Republic, Egypt, Greece, Hungary, India, Indonesia, Korea, Malaysia, Mexico, Peru, Philippines, Poland, Qatar, Russia, Saudi Arabia, South Africa, Taiwan, Thailand, Turkey and United Arab Emirates.

## **STOXX Global Broad Infrastructure Index Net Return USD**

The STOXX Global Broad Infrastructure Index is derived from the STOXX. Developed and Emerging Markets Total Market Index (TMI) and offers a diversified representation of companies that generate more than 50% of their revenue from selected infrastructure sectors. STOXX partnered with Revere Data, which defines 17 subsectors for the infrastructure industry. These 17 subsectors are rolled into five supersectors - Communications, Energy, Government Outsourcing/Social, Transportation and Utilities.

## **S&P USA REIT USD Total Return Index**

The S&P United States REIT Index defines and measures the investable universe of publicly traded real estate investment trusts domiciled in the United States.

## **Bloomberg Commodity Index Total Return**

The Bloomberg Commodity Index provides broad-based exposure to commodities, and no single commodity or commodity sector dominates the index. Rather than being driven by micro-economic events affecting one commodity market or sector, the diversified commodity exposure of the index potentially reduces volatility in comparison with non-diversified commodity investments.

## **Wilshire Liquid Alternative Total Return Index**

The Wilshire Liquid Alternative Index<sup>SM</sup> measures the collective performance of the five Wilshire Liquid Alternative strategies that make up the Wilshire Liquid Alternative Universe. Created in 2014, with a set of time series of data beginning on December 31, 1999, the Wilshire Liquid Alternative Index (WLIQA) is designed to provide a broad measure of the liquid alternative market by combining the performance of the Wilshire Liquid Alternative Equity Hedge Index (WLIQAEH), Wilshire Liquid Alternative Global Macro Index (WLIQAGM), Wilshire Liquid Alternative Relative Value Index (WLIQARV), Wilshire Liquid Alternative Multi-Strategy Index (WLIQAMS), and Wilshire Liquid Alternative Event Driven Index (WLIQAED).

## **Bloomberg US Agg Total Return Value Unhedged USD**

The Bloomberg U.S. Aggregate Index measures the performance of investment grade, U.S. dollar-denominated, fixed-rate taxable bond market, including Treasuries, government-related and corporate securities, MBS (agency fixed-rate and hybrid ARM pass-throughs), ABS, and CMBS. It rolls up into other flagship indices, such as the multi-currency Global Aggregate Index and the U.S. Universal Index, which includes high yield and emerging markets debt.

## **Bloomberg VLI: High Yield Total Return Index Value Unhedged USD**

The Bloomberg VLI: High Yield Total Return Index is a component of the US Corp High Yield Index that is designed to track a more liquid component of the USD-denominated, high yield, fixed-rate corporate bond market.

## **Bloomberg GLA xUSD Float Adj RIC Capped Index TR Index Value Hedged USD**

The Bloomberg Barclays Global Aggregate ex-USD Float-Adjusted RIC Capped Index is a customized subset of the Global Aggregate Index that meets the same diversification guidelines that a fund must pass to qualify as a regulated investment company (RIC). This multi-currency benchmark includes fixed-rate treasury, government-related, corporate and securitized bonds from developed and emerging markets issuers while excluding USD denominated debt. The Global Aggregate ex-USD Float Adjusted RIC Capped Index is largely comprised of two major regional aggregate components: the Pan-European Aggregate and the Asian-Pacific Aggregate Index.

## **FTSE 3 Month Treas Bill Local Currency**

The FTSE 3 Month US T Bill Index Series is intended to track the daily performance of 3 month US Treasury bills. The indices are designed to operate as a reference rate for a series of funds.



# Disclosures



## **Bloomberg Muni 1-15 Year Blend (1-17) Total Return Index Value**

The Bloomberg Municipal 1-15 Year Index measures the performance of USD-denominated long-term, tax-exempt bond market with maturities of 1-15 years, including state and local general obligation bonds, revenue bonds, insured bonds, and prerefunded bonds.

## **Bloomberg Intermediate US Govt/Credit TR Index Value Unhedged**

The Bloomberg U.S. Government Intermediate Index measures the performance of the U.S. Treasury and U.S. agency debentures with maturities of 1-10 years. It is a component of the U.S. Government/Credit Index and the U.S. Aggregate Index.

## **Bloomberg 1-5 Yr Gov/Credit Total Return Index Value Unhedged**

The Bloomberg US 1-5 year Government/Credit Float-Adjusted Bond Index is a float-adjusted version of the US 1-5 year Government/Credit Index, which tracks the market for investment grade, US dollar-denominated, fixed-rate treasuries, government-related and corporate securities.

## **FTSE High Dividend Yield Total Return Index**

The FTSE High Dividend Yield Index is designed to represent the performance of companies with relatively high forecast dividend yields

## **WisdomTree U.S. MidCap Dividend Index Total Return**

The WisdomTree U.S. MidCap Dividend Index is a fundamentally weighted index that measures the performance of the mid-capitalization segment of the US dividend-paying market. The Index is comprised of the companies that compose the top 75% of the market capitalization of the WisdomTree U.S. Dividend Index after the 300 largest companies have been removed. The index is dividend weighted annually to reflect the proportionate share of the aggregate cash dividends each component company is projected to pay in the coming year, based on the most recently declared dividend per share.

## **WisdomTree U.S. SmallCap Dividend Index Total Return**

The WisdomTree U.S. SmallCap Dividend Index is a fundamentally weighted index measuring the performance of the small-capitalization segment of the US dividend-paying market. The Index is comprised of the companies that compose the bottom 25% of the market capitalization of the WisdomTree U.S. Dividend Index after the 300 largest companies have been removed. The index is dividend weighted annually to reflect the proportionate share of the aggregate cash dividends each component company is projected to pay in the coming year, based on the most recently declared dividend per share.

## **Bloomberg U.S. Long Government/Credit Unhedged USD**

The Bloomberg U.S. Government Credit Long Index measures the performance of the non-securitized component of the U.S. Aggregate Index with maturities of 10 years and greater, including Treasuries, government-related issues, and corporates. It is a subset of the U.S. Aggregate Index.

## **Bloomberg Intermediate US Govt/Credit TR Index Value Unhedged**

The Bloomberg U.S. Government Credit Intermediate Index measures the performance of the non-securitized component of the U.S. Aggregate Index with maturities of 1-10 years, including Treasuries, government-related issues, and corporates. It is a subset of the U.S. Aggregate Index.

## **Bloomberg Municipal Bond 5 Year (4-6) Total Return Index Unhedged USD**

An index designed to measure the performance of tax-exempt U.S. investment grade municipal bonds with remaining maturities between four and six years. Index returns assume reinvestment of distributions, but do not reflect any applicable sales charges or management fees.

## **MSCI ACWI IMI Net Total Return USD Index**

The MSCI ACWI Investable Market Index (IMI) captures large, mid and small cap representation across 23 Developed Markets (DM) and 24 Emerging Markets (EM) countries. The MSCI AXWI IMI includes the following 23 developed market countries : Australia, Austria, Belgium, Canada, Denmark, Finland, France, Germany, Hong Kong, Ireland, Israel, Italy, Japan, Netherlands, New Zealand, Norway, Portugal, Singapore, Spain, Sweden, Switzerland, United Kingdom, and United States. The MSCI AXWI IMI includes the following 24 emerging market countries: : Brazil, Chile, China, Colombia, Czech Republic, Egypt, Greece, Hungary, India, Indonesia, Korea, Kuwait, Malaysia, Mexico, Peru, Philippines, Poland, Qatar, Saudi Arabia, South Africa, Taiwan, Thailand, Turkey and United Arab Emirates.

## **Bloomberg 1-3 Yr Gov Total Return Index Value Unhedged USD**

The Bloomberg U.S. Government/Credit 1-3 Year Index is an unmanaged index considered representative of performance of short-term U.S. corporate bonds and U.S. government bonds with maturities from one to three years.

## **Bloomberg 1-5 Yr Gov TR Index**

Bloomberg Barclays Municipal 1-5 Yr TR USD includes all medium and larger issues of U.S. government, investment-grade corporate, and investment-grade international dollar-denominated bonds that have maturities of between 1 and 5 years and are publicly issued.

## **ICE BofA US 3-Month Treasury Bill Index**

The ICE BofA 3 Month U.S. Treasury Index measures the performance of a single issue of outstanding treasury bill which matures closest to, but not beyond, three months from the rebalancing date. The issue is purchased at the beginning of the month and held for a full month; at the end of the month that issue is sold and rolled into a newly selected issue.

## **Bloomberg US Treasury TIPS 0-5 Years Total Return Index Unhedged USD**

Bloomberg US Treasury Inflation-Protected Securities (TIPS) 0-5 Year Index is a market value-weighted index that measures the performance of inflation-protected securities issued by the US Treasury that have a remaining average life between 0 and 5 years.

## **Bloomberg U.S. Treasury Bellwethers: 1 Yr**

The Bloomberg U.S. Treasury Bellwethers 1 Yr. Index is an unmanaged index representing the on-the-run (most recently auctioned) U.S. Treasury bond with 1 years' maturity.



**APCM**

Client Relationship Manager

**Blake Phillips, CFA®**

blake@apcm.net

Portfolio Manager

**Brandy Niclai, CFA®**

Chartered Financial Analyst® (CFA®) are licensed by the CFA® Institute to use the CFA® mark. CFA® certification requirements: Hold a bachelor's degree from an accredited institution or have equivalent education or work experience, successful completion of all three exam levels of the CFA® Program, have 48 months of acceptable professional work experience in the investment decision-making process, fulfill society requirements, which vary by society. Unless you are upgrading from affiliate membership, all societies require two sponsor statements as part of each application; these are submitted online by your sponsors.

# Finance Department

This report provides an overview of the Finance Department’s performance and activities for Q2 2024. Key highlights aside from daily activities include working towards getting back into Caselle for our accounting system, reconciling accounts between the two accounting systems, and finalizing information for audit. The Department has made great progress on each of these goals and I hope to report a few completions by the time of the meeting.

While these have been challenges, it has also given us an opportunity to do a deep dive into our systems and make some adjustments for better accuracy. The Finance team has shown tremendous effort and dedication to getting this accomplished.

We are also working towards moving Caselle into a hosted service. This will provide the City with better functionality of our financial information, including the ability for Department Heads to access financial records for their departments. Also included in this hosted service is a budgeting tool that enables us to work on the budget in a similar way that we have the past couple of years. A nice added benefit is that we will be able to save funds that had been allocated for a separate budgeting software. Eventually the move to the hosted service will also equip us with the ability to complete payroll and timekeeping online.

As I settle into this new role and once audit is completed, my goal is to get reconciliations complete and up to date. By next quarterly report I hope to have financials to provide in addition to an update on the happenings of the Finance Department.



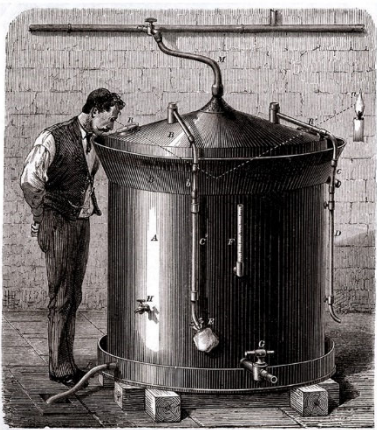
Prepared by:  
Sheryl Glasen  
Comptroller

Visitation: 1049

- Visitors were from:
  - **Alaska:**
  - **United States:**
  - **International:**

**Copper River Gallery Events:**

**April: Cont. DNA to Beer**



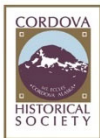
Engraving of a beer vat designed by Louis Pasteur, ca. 1880  
 Courtesy National Library of Medicine. The closed fermentation tank prevented air-borne bacteria from entering and spoiling the brew.

**Opening Reception:**  
 Friday, March 29th  
 5-7 pm  
**Copper River Gallery**  
 Refreshments courtesy of  
 Copper River Brewing and The  
 Cordova Historical Society.  
 There will be local art to view  
 and purchase and locally  
 fermented samples to try at  
 the opening!



**from DNA to BEER**

**Harnessing Nature in Medicine & Industry**



The traveling exhibit, created by the National Library of Medicine in cooperation with the National Museum of American History, explores some of the processes, problems, and potentials inherent in technologies that use living organisms.



May and June: Birds in Art

Gallery Opening: 20 visitors, Feb 2nd

**BIRDS**  
*in Art*

The Cordova  
Historical Museum &  
Copper River Gallery  
present an Alaska  
state-wide art show  
devoted to birds.

CORDOVA  
HISTORICAL  
SOCIETY

COPPER RIVER GALLERY  
Opening Reception 7-9 PM  
Exhibit is on view



## **Tours:**

This summer, the Cordova Historical Museum started working with Uncruise and the Cordova Chamber of Commerce to develop a walking tour of downtown Cordova. The tours started at North Harbors, headed down the Copper River and Northwest rail bed, turned to First Street to explore downtown, and ended at the Red Dragon before heading back to the museum. Uncruises is a small cruise for up to 36 passengers. We have been seeing nearly 75% of the passengers joining us on the tours.

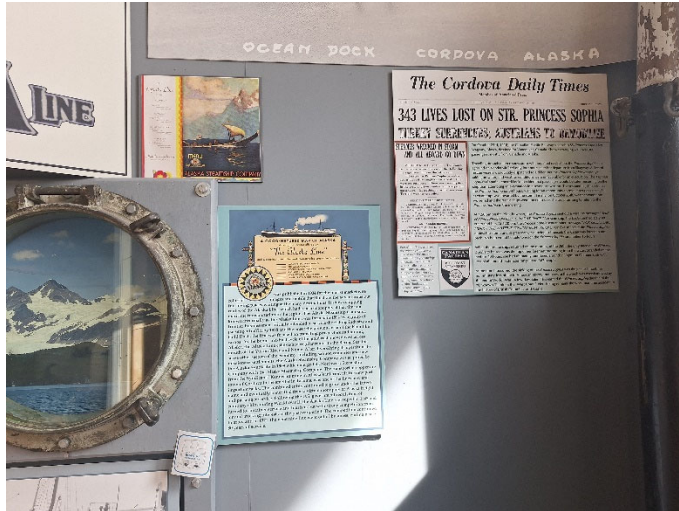


## **Curator's Notes:**

### **EXHIBITS**

Continued focus on permanent exhibits. In First Peoples exhibit, we complete of tool cabinet displaying 30 different tools, including stone adzes, stone seal oil lamps, ulus, and a variety of hunting points made of diverse materials. Consulted extensively with members of NVE for information about all artifacts.

Over the Summer, the Cordova Historical Society Hosted Mj Smith as a collections and exhibits intern. Paid for with grants from the Association Registrars and Collections Specialist and Wesleyan College. Over the Summer, Miss Smith worked with Denis Keogh on developing several new exhibit labels for the Linotype (working on the base Nancy Bird and Nelly Hand had developed), Cannery/Calming industry, and assisted Paula Payne with the installation and dis-installation of the Coppery River Gallery Exhibits.



## Collections

Miss Smith also worked with us on the starting collection Inventory in the vault. Most of the focus this summer has been on the exhibit development. Though a small amount of photos of the 1963 fire have been donated.

Third Quarter 2024 Gallery Exhibits:

July: Boats of Cordova

Aug: Johanna Carlson Perea

Sept: UAF's Boreal Forest

Respectfully submitted by Ashley Bivin, Museum Director.

Visitation: 4638

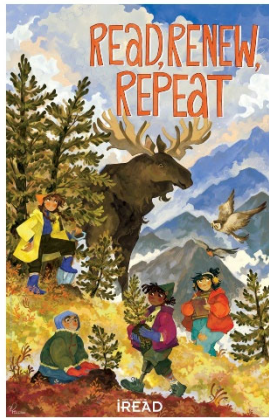
	Patron Visitors	Circulation	Youth Program	ILL Loans	Reference Questions	Adult Programs	Virtual Attendance	In-person	Digital Reference Question
<b>April</b>	1563	866	180	28	134	30	0	30	105
<b>May</b>	1624	1127	187	3	140	17	0	17	99
<b>June</b>	1451	1013	146	28	124	9	0	9	77
<b>Totals</b>	4638	3006	513	59	398	56	0	56	281

**Collection:**

During the end of May and through June, the Cordova Public Library has been working to clean up the collection. In a process called weeding, we examine the books in the collection, checking to see if they fit the scope of need and interest of the library patrons, as well as checking age, accurate information, and condition. If a book does not meet those requirements, it will be removed from the collection. We will continue to update as the efforts progress.

**Programs:**

**Summer Reading**



**Summer Reading**  
 at your **Cordova Public Library**  
 Wednesdays 1:00-2:30  
 June 5 – July 28  
 Sign-up begins May 22

*\*Weekly Wednesday programs are geared for grades K-6.\**

*\*Everyone may participate in Summer Reading, attending Wednesday programs is not required, but they will be fun.\**

- June 5th: Summer Intention Journals
  - June 12th: Friendship & Bracelets
  - June 19th: Travel Tins
  - June 26th: Wee Folk
  - July 3rd: Wee Folk
  - July 10th: Miniature Rooms/Theatres
  - July 17th: Miniature Rooms/Theatres & Storybook Forest
  - July 26th, 27th, & 28th: Krumbambuli Puppet Theatre
- \*For the last week, we meet on Friday, Saturday, & Sunday\**
- For more information call 424-6667.

**Summer Reading**  
 at your **Cordova Public Library**  
 Thursdays 5:30-7:00

**Teens & Adults**



- June 13th: Summer Intention Journals
- June 27th: Friendship & Bracelets
- July 11th: Wee Folk
- July 25th: Miniatures

July 26th & 28th:  
 Krumbambuli Puppet Theatre



For more information call 424-6667.



## The Catch

SUBMIT YOUR CREATIVE WRITING AND VISUAL ART TO  
CORDOVA'S LITERARY & ARTS JOURNAL

**DUE BY JUNE 15<sup>TH</sup>**

SUMMER 2024

# Bounty




ALL MEDIUMS — ALL AGES — ALWAYS

*The Catch* BROUGHT TO YOU BY THE CORDOVA PUBLIC LIBRARY

Email: [jillian.cordova@publiclibrary@gmail.com](mailto:jillian.cordova@publiclibrary@gmail.com) OR stop by the library

## Poetry

**Friday, May 31<sup>st</sup> // 7PM** **At the North Star Theater**



An intimate evening of songs, poems, & stories in celebration of our experiences working and living in this poetic place by the Sea.

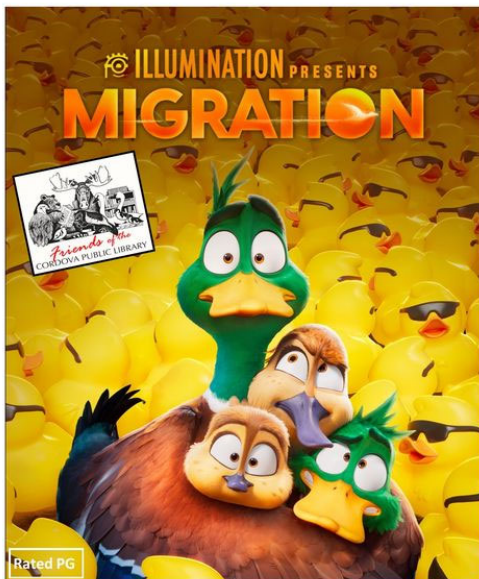
*The ones you share are the ones we'll like to hear!*  
Sign up sheet at the door, pre-show.

Hosted by Steve Schoonmaker.

Donations to benefit local Cordova causes will be graciously accepted at the door.

COME AND LISTEN. COME AND SHARE.

## Movies



ILLUMINATION PRESENTS  
**MIGRATION**

Rated PG

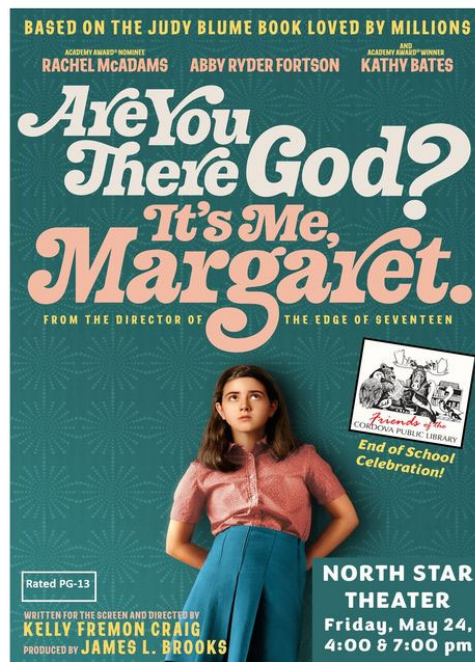
**NORTH STAR THEATER**  
Friday, May 10, 4:00 & 7:00 pm

BASED ON THE JUDY BLUME BOOK LOVED BY MILLIONS

ACADEMY AWARD® NOMINEE RACHEL McADAMS ABBY RYDER FORTSON AND ACADEMY AWARD® WINNER KATHY BATES

# Are You There God? It's Me, Margaret.

FROM THE DIRECTOR OF THE EDGE OF SEVENTEEN



Rated PG-13

**NORTH STAR THEATER**  
Friday, May 24, 4:00 & 7:00 pm

WRITTEN FOR THE SCREEN AND DIRECTED BY KELLY FREMON CRAIG  
PRODUCED BY JAMES L. BROOKS

Respectfully submitted by Ashley Bivin, Interim Library Director.

City of Cordova  
PO Box 1210  
Cordova, AK 99574

July 29, 2024

Dear City Manager, Mayor and City Council Members,

Our board of directors and I would like to thank the City of Cordova for its continued partnership with Cordova Chamber of Commerce. We feel confident that our work to support businesses and grow a more resilient, diversified economy in Cordova multiplies the City's annual \$110,000 (\$90,000 + \$20,000) investment. The City of Cordova's support continues to be vital to the success of our economic development, business support, quality of life, and destination marketing efforts as we grow and evolve our programs to include the latest Blue Economy and regenerative models. Here is an abridged report of our major activities and programs in **Q2 2024**:

- **Meeting/Conference Outreach**

- Cathy submitted a proposal for the Cordova Center to host Alaska's annual Native Heritage & Cultural Tourism conference. This would bring approximately 150 people into town in Feb/Mar 2025 including state, national, and international professionals, business owners, and elected officials to discuss cultural tourism development in Alaska. This proposal required around 30 hours of communication and development by Chamber staff including outreach to local lodging and caterers, and partnership with local Tribal agencies. We'll hear back next month if chosen.
- Outreach to ATIA to host their annual board retreat in Cordova in December 2024. Working with Cordova Center Coordinator to submit proposal in August.
- Continued outreach to local businesses (especially eateries) to be ready for Board of Fish meeting in Cordova in December
- Awareness-raising communications to local eateries, lodging providers, retailers, and service providers about the 4 biggest conferences/meetings scheduled in Cordova this fall/winter, encouraging businesses to stay open to serve these groups.
- Providing support to a group of local businesses to develop a collaborative retreat program that would engage residents and bring groups of conference-style visitors to Cordova.
- Despite continued efforts to recruit Mariculture Conference of Alaska, they have announced they will host their 2025 event in Juneau. Will continue to try to recruit them for future years.
- Providing support to Alaska Power Association (Aug 2025), Pioneers of Alaska (Oct 2024), and Alaska Historical Society (Oct 2024) statewide conferences to be held in Cordova, including assistance with lodging, catering, tours, and transportation options.
  - Participated in three meetings for AHS conference planning
  - Alaska Telecom Association sounds interested in returning to Cordova soon. Will pursue.
- Direct outreach to local business leaders requesting they submit to me a list of small conferences and meetings they attend that would fit the size and scale of the Cordova Center
- Updated [Alaska.org](https://alaska.org) (popular independent traveler planning site) pages for Cordova Center on more engaging language and imagery
- Running ads for Cordova Center in [Edible Alaska](https://ediblealaska.com) quarterly.
- Continuing to run social media [content](#) to promote meetings in Cordova.
- Updated two full pages on [Chamber website](#) about Cordova Center and meeting planning in Cordova, based on recommendations from Cordova Center coordinator and City Manager
- Procured printing estimate for printing of facility guides, sent to Cordova Center coordinator

- Including sections on Cordova Center and “Meeting in Cordova” in quarterly emails to our destination marketing audience.
- Also started outreach to a few other meeting & conference prospects

- **Business Support**

- Hosted **Business Empowerment + Beers Series** event on **June 25 5:30-9pm @ Cordova Center, Copper River Brewing**. Partnered with AK Small Business Development Center to provide a resource-filled workshop to help businesses feel more confident about decision-making. The educational session was followed by a social hour and option to stay for Trivia at the brewery.
- Chamber continues to support **childcare development** projects in Cordova including a childcare stakeholder forum we plan to co-host this fall.
- Partnering with CRWP on revamped aluminum recycling program. We donated one large receptacle for aluminum recycling and will store two more large receptacles, some medium/small receptacles, and reusable dinnerware that businesses, groups, and individuals can rent for free to encourage reuse/recycling in Cordova.
- Planning Q3 **Business Empowerment** event with AK Small Business Development Center for August (2 in-person classes, social event and free 1-on-1 business counseling sessions available)
- Offering ribbon cuttings virtually & in-person free to all Chamber members.
- Equipment Rental – we offer grills, pop-up tents, tables, and chairs for local businesses to rent to support events. Added a new portable and user-friendly PA sound system to our arsenal.
- Sending emails to “Members” audience every other week and to our “All Business” audience once per month
- Workforce Development
  - **Chamber Choice Healthcare** – now have several members that have signed up for this. Great benefit to keep Cordova’s job market competitive to other communities.
  - Keeping an ongoing [list of businesses needed in Cordova](#) and willing to customize our new [Digital Visitor Guide](#) for employee recruitment & relocation purposes
- Cordova Business Hub FB Group is available for all members to share announcements with other businesses, ask questions, have business-related discussions, etc.

**BUSINESS EMPOWERMENT SERIES**  
Cordova CHAMBER OF COMMERCE

Alaska Small Business Development Center  
SBDC UAA BUSINESS ENTERPRISE INSTITUTE

**Know When to Grow:**  
Understanding Your Business Operations to Make Good Financial Decisions

A Hybrid Workshop

Tuesday, June 25th  
5:30-6:30 PM

IN PERSON:  
Cordova Center  
Community Room A

OR

VIA ZOOM:  
Scan the code  
to register

Free for all Chamber members.  
Interested in joining? Contact us!

- **Events**

- **4<sup>th</sup> of July** - great turnout and positive anecdotal feedback at event, especially concerning music, lawn games, and Classic Kids’ Competitions.
  - We sent out a post-event survey which we will use to inform future event planning.
- **Salmon Jam** was a success with great weather. Chamber is one of many festival partners in this event.
- **Fungus Festival** September 12-15, have confirmed keynote speaker



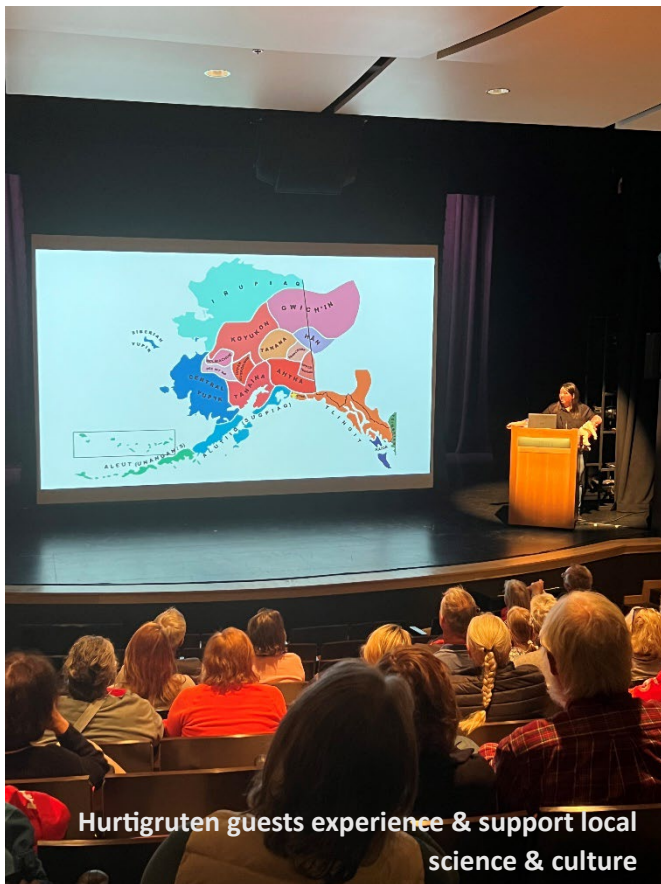
- Returning to larger “Fungus Feast” this year, as opposed to the smaller bite-sized “Tasting Party” event we’ve hosted the last couple of years. This was requested by festival committee members who were willing to directly take on the extra volunteer labor needed to pull off this addition.

- **Cordova Business Gala** – Aiming for November 16 and starting the planning process for this annual Chamber fundraising event. Recruiting Gala Committee members and sponsors.
- Chamber created this one-page [Annual Calendar of Local Events](#) to provide an easy to read overview of events and meeting this year in Cordova. If you see anything major missing, please let me know. We still encourage everyone to submit their events (big and small) to our [Online Community Calendar](#) as well.

- **Destination Marketing update:**

- **Expedition Cruise Visits**

- Have been having weekly visits from UnCruise (36 pax) every Monday, from May – September. Connected them with local opportunities and working hard to help businesses and organizations benefit from their visits. Cordova Historical Society has been benefiting from paid walking tours from this group and local businesses are indicating uptick in sales on Mondays.
- Welcomed Hurtigruten’s MS Roald Amundsen (410 passengers) on June 20. Chamber



Hurtigruten guests experience & support local science & culture

staff met them at the harbor and guided groups up through Cordova Center to Main Street downtown district. Also provided printed maps with location and hours of local businesses to encourage local spending. PWSSC presented to them at the Cordova Center along with a presentation about local Alaska Native culture and language by Shyla West. Darrel Olson and members of St. Michael’s Russian Orthodox Church provided a hands-on display table in the atrium of the Cordova Center along with an unmanned interactive table by PWSSC. All of these entities will receive revenue from this cruise visit for providing this experience.

- TUI (Hapag-Lloyd) came in for a visit on July 19 with 200 passengers, declining all opportunities for pre-booked guided experiences. They extended their departure time to stay until 10pm based on Salmon Jam timing, but have not gotten feedback yet on if that equated to any increase in engagement or spending with local businesses or Salmon Jam event. This ship will return once more this season on Friday, August 9.

- Chamber is continuing outreach to recruit 96 pax Lindblad vessel visits starting in 2026

- Collaborating with other coastal Alaska

destination managers to launch a new Port Communities of Alaska working group, early stages...

- Beginning discussions with Harbormaster, City Manager and other City entities on possible avenues to build policies and procedures that will ensure that positive impacts continue to outweigh negative impacts for Cordova from cruise visitors in the future. Chamber would be interested in co-hosting a series of public forums on the topic with City this winter.
  - Cathy compiled [this spreadsheet](#) based on outreach on head tax to several other coastal AK communities. Important to note those that receive state-allocated Cruise Passenger Vessel (CPV) funds from larger boats when considering what they charge (if anything) for a local cruise head tax. Discussed with DLT and Chamber board. Interested in discussing with City Harbor Commission and Council.

○ **Hawai'i x Alaska Regenerative Impact Studio Exchange (RISE)**

- Cordova RISE Cohort kicked-off on May 5 (during Shorebird) with a Meet & Greet + regenerative experience session. Cordova cohort of 8 businesses/orgs met with RISE leadership (Cathy + Mondy), Native Hawaiian storyteller McKenna Maduli, and Maui-based cultural practitioner U'i Kahue. We also facilitated sessions for Indigenous to Indigenous exchange between our Native Hawaiian guests and local Alaska Native elders, to learn more about the regenerative/community-based model we are using and the Impact Studio, and build trust.
- Cordova RISE Cohort met again on June 25 to discuss schedule and cadence of the next step of the program – a hybrid intensive business accelerator. Feedback was collected from cohort members in person and via survey. Looking at mid-September to start 8-week program of weekly educational sessions. Travel & cultural exchange to Maui tentatively January 2025. Regenerative experiences developed during RISE will continue to be tested and fine-tuned with help from mentors. Ready experiences can be loaded onto a marketplace & booking website API and shared on other travel websites like gohawaii.com, travelalaska.com, and Travelocity.com Also interested in seeking options for micro-grants through bank sponsors.
- Alaska Airlines & Hurtigruten Foundation primary sponsors. Always seeking additional funding sources, and have been meeting with established partners: ABEC, AK SBDC, Alaska Native cultural practitioner Mary Goddard, and Alaska Travel Industry Association as well as potential partners Chugach Corp, NVE, Native Conservancy, Native Hawaiian Hospitality Assoc, etc.



- Cathy is now the **CHAIR** of ATIA's new Sustainable Tourism sub-committee and sits on ATIA's statewide Tourism Policy & Planning (TPP) Committee. Alaska Travel Industry Association (ATIA) is the statewide leader in tourism development and marketing.
- **Cordova's Community Sentiment Toward Tourism survey** has been REOPENED for year two in partnership with the [Oregon State Resident Sentiment research project](#). They are adding an additional dimension to their research to warehouse all the different types of tourism tax policies in communities involved in the study which will be included as an independent variable in the carrying capacity models they develop. Should be good to see the results as we are examining this in Cordova.
- Whittier's Tourism Best Management Practices (TBMP) are available to view [here](#). Continuing to sit it on progress. Very interesting.
- Looking for support to develop social media strategy that better targets regenerative tourism and independent adventure traveler market as well as optimizing our Google Advertising.
- Cathy provided substantial support to a new business in town hoping to start providing ground transportation and tourism opportunities.
- **Destination Leadership Team** convened by Chamber meeting monthly. Recruiting members.
- **Best of Cordova video campaign** via SocialV platform relaunched – each scenic video submitted provides entry to win a \$100 local gift cards.
- **Cooperative Advertising** offered to local businesses at discounted rate through Chamber
- Keeping website up to date with visitor and travel info. New [Regenerative Tourism page](#).
- Quarterly emails to our DM audience and gaining a nice following from regular posts to our Visit Cordova Instagram account.

- **Blue Economy Project**

- Sharing Mariculture-related opportunities, grants, and info via email, social channels, etc.
- **Blue Economy Social** at Gala included information to increase understanding of topic
- Working to establish a Blue Economy committee.
  - Received interest last summer from several local business members about participating on this committee, but need a strong chair.
  - Projects could include: promoting energy & innovation projects and funding opportunities on the horizon, ocean-based business Collaboration, whatever other projects the committee is interested in undertaking.

- **Advocacy**

- AMHS draft winter schedule was released for comment on June 18 with a deadline for comments of June 25. Only one week during a busy fishing season. Cathy sent in comments to DOT that this was not adequate timeframe for comment and encouraged DOT and AMHS to consider shuffling around boats from SE to cover some of the service gap in PWS from Oct 15 – Dec 15. Created template for comment and sent out to full subscriber and business email lists, shared on social channels.
- Partnered with PWSSC, CEC, NVE, CDFU, CRPWSMA, CRWP, and others to host Innovate Cordova event, hosted by Senator Murkowski in Cordova on May 17-19. Ongoing meetings within this group to collaboratively seek out funding for community development projects.
- Participated in last two quarterly Ferry Focus Groups with the AMHS and Operations Board, representing PWS region.
- Shop Cordova First – promoted throughout the year in 2023, not just during holidays.



Innovate Cordova hosts influential guests

- **Organization & Professional Development –**

- Cathy recently completed a class with The George Washington University on Visitor Management Strategies.
- Cathy to help lead a panel on sustainable development in port communities at the statewide tourism conference (ATIA) in Juneau in October.

- **Funding update**

- Chamber Membership revenue is down so far in 2025, with businesses citing local and outside economic pressures
- Non-dues revenue is still on an upward trend. This complements and compounds the impact of our membership dues and City support!
- Foundation Committee needs to meet again to discuss forming a 501c3 Foundation under our 501c6 Chamber org to apply for more grants and take on more fundraising.
- Economic Injury Disaster Loan is our only major long-term liability. Very low interest rate provides secure access to rainy-day funds in our Ways & Means account if ever needed. We paid back \$48,900 of our \$88,900 and are now making regular monthly loan payments. Considering another balloon payment based on final year-end financials.
- Planning to repeat successful fundraiser, Cordova Business Gala, again in November 2024.







We sincerely thank you for your continued support and partnership.





**Cathy Renfeldt**

Executive Director, Cordova Chamber of Commerce

## Parks and Recreation Performance Summary: Quarter 2 2024

### Key performance indicators. May 1 to June 30.

Measure Type	Service Area	Performance measure	FY23 Benchmark	Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24	Total YTD	Indicator
Output	Recreation	Number of visits to Bidarki Recreation Center.	19,482	4,446	2,775 <sup>1</sup>			7,221	
Output	Pool	Number of visits to Bob Korn Memorial Swimming Pool.	10,479	3,696	2,587 <sup>2</sup>			6,283	
Outcome	Department wide	Annual Survey: Quality of Parks & Recreation facilities. % Excellent or Good.	NEW MEASURE	N/A	N/A				
Output	Recreation	Total number of registrations on recreation programs.	NEW MEASURE	24	0			24	
Output	Pool	Total number of registrations on pool programs.	NEW MEASURE	117	12			117	
Output	Pool	Total number of times lifeguard intervention was required by users of the Pool.	NEW MEASURE	0	0			0	

Measure Type	Service Area	Performance measure	FY23 Benchmark	Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24	Total YTD	Indicator
Output	Recreation	Total number of hours rented at Bidarki Recreation Center.	NEW MEASURE	29	14			43	
Output	Pool	Total number of hours rented at Bob Korn Pool.	NEW MEASURE	401	184 <sup>3</sup>			585	
Output	Odiak Camper Park	Total number of nights used.	NEW MEASURE	N/A	317			317	
Output	Eyak Lake Skater's Cabin	Total number of nights used.	NEW MEASURE	43	45			88	

**Notes**

<sup>1</sup> 2,151 member visits & 624 daily visits.

<sup>2</sup> 2,044 member visits & 543 daily visits.

<sup>3</sup> 112 hrs School Swim Program, 48 hrs Iceworm Swim Team & 24 hrs other



**= on target**



**= in progress**



**= not on target**



## Quarter 2 Highlights

### Department Administration

- The department started utilizing the CivicPlus Recreation Management software at the start of Q2.
- The Cordova Comprehensive Trails Plan is continuing with additional edits including improving the GIS maps used in the Plan. The plan is expected to be released for endorsement by the Parks and Recreation Commission, Planning and Zoning and the City Council in Q3.
- Phase 1 of the Parks and Recreation Master Plan has been completed by Corvus Design. Phase 1 encompassed a public meeting and an assessment of the City's current facilities and amenities. Phase 2 of the plan has been put on hold due to financial constraints.
- Development of a Summer Activity Guide was completed and 500 copies of the 20-page guide were distributed around Cordova in early June, with activities programed under mid-September.

### Bidarki Recreation Center

- The Bay to Bay in May was held on May 11, 2024, from Harney Bay to Orca Bay. The event attracted approximately over 75 entrants. The department assisted with logistics and registration.
- Eyak Lake Appreciation Day was held on June 16 in partnership with Copper River Watershed Project, Prince William Science Center and the Native Village of Eyak. The day featured various family orientated activities including paddle races on the lake. The races attracted over 30 participants.

### Bob Korn Memorial Swimming Pool

- A second round of swimming lessons for pre-K children was completed from May 8 to June 13. This round included both Level 1 and Level 2 lessons.
- A series of adult swim lessons were also planned but were canceled due to lack of enrolment.
- A celebration for the retirement of Jeff Hamburger from the Cordova School district was held on May 11.
- First Aid, CPR & AED courses have continued to be delivered to all parks and recreation staff.
- Work is continuing with RenoSys Corporation around replacement of the pool liner. It is estimated that this project will begin in August and last approximately four weeks.

### Parks

- Reservations opened for Odiak Camper Park in April. Staff are expecting under 10 seasonal residents based on enquiries. The park will open in May and close at the end of September. Staff are seeing increased demand for short-term sites.

- Improvements are under way at Meals Reservoir Disc Golf course with the introduction of an additional 9 holes. Improvements will continue over summer and into fall and time and weather allows.
- A registration of interest has been lodged with the State of Alaska Department of Natural Resources, Alaska Community Forest Program to undertake a tree inventory and Tree Canopy Assessment in Cordova. DNR will issue a Request for Proposal to undertake the inventory and assessment on the City's behalf. There is no cost to the City for this.
- The department was successful in receiving support from the Prince William Sound Resource Advisory Committee for the Eyak Mountain Trail Improvement Project Phase II. This project is to improve trail conditions which run from the top of Fifth Street up to Ski Hill. This project is scheduled for summer 2025.

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

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

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

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

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

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

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

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

### **Suggestions concerning correspondence:**

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

2024

# LEAD-SAFE CORDOVA

WE NEED YOU!



The Environmental Protection Agency (EPA) requires all public water service providers to compile an inventory of the materials used in all water service lines.

This effort aims to either ensure there are no lead materials in the public water system or to find out where lead may be located so that it can then be removed and replaced.

This initiative is part of a broader effort to ensure safe drinking water and protect public health.

Cordova residents are being asked to self-assess their water service lines for lead and submit the results online on or before August 31, 2024.

Visit [www.cityofcordova.net/Lead-Safe-Cordova](http://www.cityofcordova.net/Lead-Safe-Cordova) or scan the QR code on the right for instructions.



Scan the QR code below or visit [cityofcordova.net/lead-safe-Cordova](http://cityofcordova.net/lead-safe-Cordova) for detailed instructions on how to complete your self-assessment.



**PLEASE COMPLETE THE SELF-ASSESSMENT BY AUGUST 31, 2024**



7/16/2024

**SUBJECT:** PWSRCAC Project Planning Request – Due Date **September 1, 2024**

[www.pwsrcac.org](http://www.pwsrcac.org)

Citizens promoting the environmentally safe operation of the Alyeska terminal and associated tankers.

**Members:**

Alaska State Chamber of Commerce

Chugach Alaska Corporation

City of Cordova

City of Homer

City of Kodiak

City of Seldovia

City of Seward

City of Valdez

City of Whittier

Community of Chenega

Community of Tatitlek

Cordova District Fishermen United

Kenai Peninsula Borough

Kodiak Island Borough

Kodiak Village Mayors Association

Oil Spill Region Environmental Coalition

Oil Spill Region Recreational Coalition

Port Graham Corporation

Prince William Sound Aquaculture Corporation

To Whom It May Concern:

The Prince William Sound Regional Citizens' Advisory Council (PWSRCAC) is seeking your ideas on projects that support our mission of promoting environmentally safe operation of the Valdez Marine Terminal and associated tankers. PWSRCAC is a federally mandated, independent non-profit corporation whose work is guided by the Oil Pollution Act of 1990 and our contract with Alyeska Pipeline Service Company. Our mandate includes but is not limited to:

- monitoring environmental impacts of the terminal facilities and the tankers that use them;
- reviewing respective oil spill prevention and response contingency plans;
- monitoring drills and exercises;
- studying wind, water currents, and other environmental factors impacting oil spill prevention and response;
- reviewing new technological developments or changed circumstances;
- broadly representing our constituents in the region affected by the Exxon Valdez oil spill of 1989; and,
- providing advice and recommendations to industry and regulators on any findings coming from the above-mentioned tasks.

The PWSRCAC Board of Directors has adopted a Long Range Plan intended to provide a five-year framework to guide the development of our annual work plan and budget. This plan builds upon the extensive foundations and work that our organization has accomplished over the past 36 years. Past work and research products can be found here: <http://www.pwsrcac.org/programs/>.

There are many avenues in which we strive to achieve our mission. One is to foster partnerships and collaboration among industry, government agencies and citizens. We have learned that such partnerships and collaborations lead to good policies, better prevention measures and response capabilities, safer transportation of oil, and improved environmental protection.

Our Board of Directors is working to update the Long-Range Plan to cover fiscal years 2026 through 2030 and we invite your suggestions for projects that would support our mission. **Please submit suggestions no later than September 1, 2024.** Please provide the following information for any proposed projects:

- 1) Project name and brief description;
- 2) Why the proposed project is important to our organization, mission and/or our constituents;

---

**Anchorage**

3709 Spenard Rd, Ste 100  
Anchorage, AK 99503  
O: (907) 277-7222  
(800) 478-7221

**Valdez**

P.O. Box 3089  
130 S. Meals, Ste 202  
Valdez, AK 99686  
O: (907) 834-5000  
(877) 478-7221

- 3) What would be accomplished as a result of successfully completing the project;
- 4) The probability of successfully completing the proposed project; and
- 5) Estimated cost.

A project briefing template is attached to help you through the process for submitting conceptual, idea-based projects. If your proposal involves a more complex, data-driven project, we will need the additional information contained in the attached project proposal template. Also attached is a contact list of PWSRCAC staff, along with a brief description of the work of our five technical committees. You are encouraged to contact staff if you have questions about how your new project might support our organization, mission and constituents, or if you have any other questions regarding this process.

Our technical committees and the PWSRCAC Board of Directors will evaluate current projects and proposed new projects based on the above criteria, and a five-year project schedule will be developed. We appreciate you taking the time to provide suggestions to help us achieve our goals on behalf of the citizens we represent. Joint projects help to generate a cooperative spirit of shared problem solving, leading to common ground and continuous improvements in the safe transportation of oil.

Please do not hesitate to contact me if you have any questions regarding this request. Thank you, in advance, for providing your ideas and suggestions.

Sincerely,



Donna Schantz  
Executive Director

Enclosures:

- a) Project Briefing Template
- b) Project Proposal Template
- c) PWSRCAC Staff Contact List



**PWSRCAC Long Range Planning  
PROJECT  
PROPOSAL TEMPLATE**

1. Submitted by (name, title, address, phone, email).
2. Title of new project.
3. Provide a project description including methods, goals, objectives, and approximate timeline including reporting dates. For projects collecting data, indicate the proposed sample size(s) and approximate cost per sample. Applicants are encouraged to use tables, graphs, and maps to delineate project sampling, especially as they relate to study design and sampling analysis.
4. What would be accomplished as a result of successfully completing this new project? How will the results of this project be shared with our organization, our constituents, and/or the public? What products are expected?
5. What is the likelihood of successfully completing this project? Are there challenges that are likely to impact the success or timing of the project?
6. How would this project support the PWSRCAC organization and mission?
7. Project budget: provide estimated budget information for personnel involved, travel, sample collection and analysis, equipment and supplies, report writing, report presentation, and administrative support as applicable. Does the project leverage other, non-PWSRCAC funds or activities? Is maintenance or follow-up work anticipated after completion of this project?



**PWSRCAC Staff Contact List  
For Long Range Planning Efforts  
Deadline to Submit New Project Ideas: September 1, 2024**

Please contact the staff listed below if you have questions regarding a new project idea. For more information on PWSRCAC's current and past work efforts please visit us at [www.pwsrcac.org](http://www.pwsrcac.org)

Contact **Nelli Vanderburg, Project Manager Assistant** at (907) 834-5030 | [nelly.vanderburg@pwsrcac.org](mailto:nelly.vanderburg@pwsrcac.org) for questions regarding PWSRCAC's long range planning process or the most appropriate staff contact related to your new project idea.

**Scientific Advisory Committee (SAC)** sponsors independent scientific research and provides scientific assistance and advice to the other council committees on technical reports, scientific methodology, data interpretation, and position papers.

- **Danielle Verna**, Environmental Monitoring Project Manager (907) 834-5090 | [dverna@pwsrcac.org](mailto:dverna@pwsrcac.org)

**Information and Education Committee (IEC)** fosters public awareness, responsibility, and participation through information and education.

- **Amanda Johnson**, Public Communications Project Manager (907) 273-6221 | [amanda.johnson@pwsrcac.org](mailto:amanda.johnson@pwsrcac.org)
- **Maia Draper-Reich**, Outreach Coordinator (907) 273-6235 | [education@pwsrcac.org](mailto:education@pwsrcac.org)

**Oil Spill Prevention and Response (OSPR)** works to minimize the risks and impacts associated with oil transportation through strong spill prevention and response measures, adequate contingency planning, and effective regulations.

- **Linda Swiss**, C-Plan Project Manager (907) 273-6226 | [swiss@pwsrcac.org](mailto:swiss@pwsrcac.org)
- **Roy Robertson**, Drill Monitor Project Manager (907) 834-5080 | [robertson@pwsrcac.org](mailto:robertson@pwsrcac.org)
- **Jeremy Robida**, OSPR Project Manager (907) 834-5040 | [jeremy.robida@pwsrcac.org](mailto:jeremy.robida@pwsrcac.org)

**Port Operations and Vessel Traffic Systems (POVTS)** monitors port and tanker operations in Prince William Sound. POVTS identifies and recommends improvements in the vessel traffic navigation systems and monitors the vessel escort system.

- **John Guthrie**, Maritime Operations Project Manager (907) 834-5020 | [john.guthrie@pwsrcac.org](mailto:john.guthrie@pwsrcac.org)

**Terminal Operations and Environmental Monitoring (TOEM)** identifies actual and potential sources of episodic and chronic pollution from the Valdez Marine Terminal.

- **Sadie Blancaflor**, Terminal Operations Project Manager (907) 834-5050 | [mercedes.blancaflor@pwsrcac.org](mailto:mercedes.blancaflor@pwsrcac.org)

- **Donna Schantz**, Executive Director | (907) 834-5070 | [schantz@pwsrcac.org](mailto:schantz@pwsrcac.org)
- **Brooke Taylor**, Director of Communications | (907) 273-6228 | [brooke.taylor@pwsrcac.org](mailto:brooke.taylor@pwsrcac.org)
- **Joe Lally**, Director of Programs | (907) 834-5060 | [joseph.lally@pwsrcac.org](mailto:joseph.lally@pwsrcac.org)
- **Hans Odegard**, Director of Administration | (907) 273-6227 | [hans.odegard@pwsrcac.org](mailto:hans.odegard@pwsrcac.org)
- **Jaina Willahan**, Assistant for IEC & SAC | (907) 273-6231 | [jaina.willahan@pwsrcac.org](mailto:jaina.willahan@pwsrcac.org)
- **Nelli Vanderburg**, Assistant for TOEM, POVTS, & OSPR | (907) 834-5030 | [nelly.vanderburg@pwsrcac.org](mailto:nelly.vanderburg@pwsrcac.org)
- **Jennifer Fleming**, Executive Assistant | (907) 834-5010 | [jennifer.fleming@pwsrcac.org](mailto:jennifer.fleming@pwsrcac.org)
- **Ashlee Hamilton**, Director of Finance | (907) 273-6232 | [ashlee.hamilton@pwsrcac.org](mailto:ashlee.hamilton@pwsrcac.org)

---

**From:** Nicole Kimball <[NicoleK@pspafish.net](mailto:NicoleK@pspafish.net)>

**Sent:** Monday, July 22, 2024 1:58 PM

**To:** David Allison <[mayor@cityofcordova.net](mailto:mayor@cityofcordova.net)>; Sam Greenwood <[citymanager@cityofcordova.net](mailto:citymanager@cityofcordova.net)>

**Cc:** Julie Decker <[julied@pspafish.net](mailto:julied@pspafish.net)>

**Subject:** ESA finding on Gulf Chinook - public comment period

Mayor Allison,

Just wanted to touch base in case the City of Cordova would consider comment to NOAA on their evaluation to determine whether to list Gulf of Alaska Chinook salmon under the Endangered Species Act. The deadline for comment is **Sept 6**, and it can be submitted as an email or attached letter to this portal: <https://www.regulations.gov/document/NOAA-NMFS-2024-0042-0001>

Alaska residents, fisheries, and non-fisheries businesses and industries could be significantly affected by such a listing, and there are no scientific data we are aware of that warrants a population-level risk to Gulf Chinook. We just wanted to try to get the word out since public comment makes a difference. I've attached the PSPA letter we submitted in early July, and a short ADFG backgrounder on the issue if that is helpful.

Thank you,  
Nicole Kimball (Anch) & Julie Decker (Wrangell)  
Pacific Seafood Processors Assn  
907-223-1648



## Gulf of Alaska Chinook Salmon: Endangered Species Act Status Review Key Points

June 18, 2024

The National Marine Fisheries Service (NMFS) recently issued a positive 90-day finding on a petition to list Alaska Chinook salmon as a threatened or endangered species under the Endangered Species Act (ESA), which starts a formal status review under the ESA. The result of the status review will be a decision on whether to list any or all GOA Chinook stocks as threatened or endangered under the ESA.

The petition was submitted to NMFS by the Wild Fish Conservancy, a Washington state-based environmental group, and requested ESA listing and designation of critical habitat of any GOA Chinook subpopulations. The massive area under review includes Chinook that spawn in the rivers of Southeast Alaska, Prince William Sound, Cook Inlet, Kodiak, and the Alaska Peninsula. The positive finding indicates that NMFS believes the petition provides substantial information that an ESA listing for these Chinook stocks may be warranted.

NMFS acknowledges that the petition has “numerous factual errors, omissions, incomplete references, and unsupported assertions and conclusions within the petition,” which should have disqualified the petition from consideration under NMFS’s regulations. Despite that, NMFS proceeded and their rationale for making the positive 90-day finding was uncertainty about the cause of missed escapement goals in recent years and evidence of decreasing size and age of Chinook at maturity.

The in-depth ESA status review will synthesize the best available scientific and commercial information on GOA Chinook salmon. NMFS will first attempt to delineate any listable stock groups, termed evolutionarily significant units (ESUs). Then NMFS will determine if any ESU meets the ESA definition for being endangered (in danger of extinction) or threatened (likely to become endangered). The status review evaluation considers all potential threats to each ESU regardless of whether the threat is natural (e.g., disease, predation) or the result of human activities (e.g., overharvest, habitat destruction). Those threats are placed in the context of each ESU’s abundance, spatial distribution, productivity, and diversity.

### **What You Can Do – Submit Public Comments**

NMFS is currently soliciting information on GOA Chinook abundance, distribution, and productivity; harvest; genetics; limiting factors and threats; and impacts of environmental variability. **The public comment period closes on July 23, 2024**, unless ADF&G’s extension request is granted. Electronic public comments can be submitted via the Federal eRulemaking Portal. Go to <https://www.regulations.gov> and enter NOAA-NMFS-2024-0042 in the Search box. Click on the “Comment” icon, complete the required fields, and enter or attach your comments. The notice can be found at 89 Fed. Reg. 45815.

## Key Points about the Status Review, GOA Chinook Stocks, and ADF&G Management

- The ESA is an inappropriate tool to address a downturn in Chinook productivity. ADF&G management is designed to protect the long-term productivity of salmon stocks when productivity is low. This is a **significant** action that Alaska opposes.
- Sustainable management is a bedrock concept enshrined in the State of Alaska Constitution. When Alaska assumed management authority of its salmon fisheries in 1960, one year after statehood, many of the state’s salmon runs were depressed and its salmon fisheries were in desperate shape. Alaska’s first Governor, William Egan, stated in 1960 that the newly created Department of Fish and Game “was handed the depleted remnant of what was once a rich and prolific fishery.” Alaska rebuilt salmon runs from abundances that were far lower than they are today, which is a profound example of the resilience of these stocks and the sustainable management practices that have been praised around the world.
- Alaska prioritized spawning escapement as the central tenet of sustained-yield salmon fisheries management and decision making. Escapement goals are based on maximum sustained yield and are not a metric of abundance to maintain a viable population. Failing to meet escapement goals is not evidence that stocks are at risk of extinction. In contrast to that notion, the escapement goals paired with the painful restrictions in fisheries that are implemented when escapement is not met regularly are the results of robust and responsive fishery management that ensures long-term sustained yield. Alaska’s salmon management was designed, and is carried out, to avoid the health of stocks ever being jeopardized again like they were under pre-statehood federal management.
- In response to a downturn in productivity and lower Chinook yield, the Board of Fisheries and ADF&G have reduced Chinook exploitation rates substantially in recent years. Additionally, several stocks have been designated as Stocks of Concern and associated action plans with proscriptive management measures have been developed and implemented. These actions have resulted in fishery closures, reduced fishing time and effort, and have impacted fisheries targeting other species that incidentally catch Chinook. Alaskans endure cultural and economic impacts during productivity downturns to ensure the long-term health and productivity of salmon stocks. Timely reductions in fishing pressure in response to downturns in productivity are indicators of Alaska’s strong and responsive management approach to ensure the long-term health of subsistence, commercial, and recreational fisheries, rather than evidence of salmon stocks potentially going extinct.
- The downturn in Chinook productivity in Alaska has been largely attributed to changes in the marine environment (i.e., not freshwater habitat). Multidecadal shifts in salmon productivity are normal and have been documented prior to the current productivity downturn. Chinook populations are expected to rebound once ocean conditions become more favorable again.

- The State of Alaska has made substantial investments in salmon research to better understand the causes of recent declines, identify potential solutions, and consider how to better incorporate climatic variability into fishery management. The investments and research are actions to ensure the long-term health of Alaska salmon stocks.
- Freshwater habitat is relatively pristine for most major GOA Chinook-producing watersheds. This is contrary to assertions in the Wild Fish Conservancy’s petition and in striking contrast to the considerable habitat degradation in the Pacific Northwest. Alaska’s freshwater and marine habitats remain largely intact.
- As NMFS acknowledged, the Wild Fish Conservancy’s petition did not present “a complete, balanced representation of the relevant facts, including information that may contradict claims in the petition,” (50 C.F.R. § 424.14(d)(5)) as called for in the regulations for ESA listing petitions. NMFS never should have accepted the Wild Fish Conservancy’s petition to list GOA Chinook salmon under the ESA as a “reasonable person” should not conclude that GOA Chinook salmon are at risk of going extinct now or in the foreseeable future.
- The use of long-term climate models to predict the status of Chinook stocks into the future requires a host of assumptions that may or may not be accurate. The assessment of whether to list GOA Chinook stocks should not be driven by model assumptions.

### **Implications of a GOA Chinook ESA listing**

A threatened or endangered ESA-listing transfers the management of the listed units and their critical habitats from the State to the federal government. An ESA-listing, in essence, means that NMFS believes state management is insufficient to protect the stocks from going extinct.

ESA listing of Chinook salmon will significantly harm subsistence, commercial, and recreational fisheries, causing cultural and economic harm. The listing of an ESU will move management of that ESU from state control to federal control with restrictions that could span from fishery reductions to no-harvest at all. Any fishery with incidental catch of that Chinook ESU would also be impacted.

Listing means that “critical habitat” for Chinook salmon will be designated, which could encompass a broad swath of freshwater and marine areas. Along with ESA-required consultations and permits, this will add regulatory hurdles for any activities that may affect salmon. Development in watersheds designated as critical habitat would be greatly restricted and require considerable regulatory review.



July 8, 2024

Anne Marie Eich, Assistant Regional Administrator  
Protected Resources Division, Alaska Region NMFS  
P.O. Box 21668  
Juneau, AK 99802  
Submitted electronically at <https://www.regulations.gov>

Re: NOAA-NMFS-2024-0042

The Pacific Seafood Processors Association (PSPA) strongly opposes listing Gulf of Alaska Chinook salmon under the Endangered Species Act (ESA) and finds even general, publicly available data do not support such a listing. The initial petition did not present substantial scientific or commercial information indicating the action may be warranted. NMFS acknowledged that the petition included “numerous factual errors, omissions, incomplete references, and unsupported assertions and conclusions”, which should have disqualified the petition from consideration under NMFS’s regulations. In addition, the petition did not present “a complete, balanced representation of the relevant facts, including information that may contradict claims in the petition,” as also required in the regulations for ESA listing petitions. However, given the agency’s positive 90-finding, please consider the following comments in your status review of Gulf of Alaska Chinook salmon to determine whether listing under the ESA is warranted.

PSPA is comprised of major seafood processors operating in 21 communities across Alaska who provide markets for nearly every state and federal fishery managed in Alaska waters. Our members are shore-based and mothership processors who are the center of the U.S. seafood supply chain, and depend on sound, science-based decision making to ensure a sustainable resource and healthy coastal economies over the long-term. Commercial salmon fisheries are a mainstay of small and large processors’ operations in coastal communities across the Gulf of Alaska, from Ketchikan to Kodiak to the Alaska Peninsula. Thousands of fishermen and hundreds of support businesses and communities depend on this resource, which has been managed under sustained yield principles since statehood.

Given that the majority of scientific and commercial data relative to Gulf of Alaska Chinook salmon resides with the Alaska Department of Fish and Game (ADFG), **please ensure that NMFS both reviews sufficient data from State sources and includes ADFG staff as voting members of the status review team.** The agency has been clear that salmon research and management expertise is centered at the State level, given State management for decades, and the regulations require collecting and analyzing the best available scientific and commercial information on the species, including its biology, ecology, abundance and population trends, and threats to the species, to evaluate the status and extinction risk.

---

[www.pspafish.net](http://www.pspafish.net)

**ANCHORAGE**  
721 W. 1st Avenue  
Suite 100  
Anchorage, AK 99501  
907 223 1648

**JUNEAU**  
222 Seward Street  
Suite 200  
Juneau, AK 99801  
907 586 6366

**SEATTLE**  
1900 W. Emerson Place  
Suite 205  
Seattle, WA 98119  
206 281 1667

**WASHINGTON DC**  
20 F Street NW  
Floor 7  
Washington, DC 20001  
202 431 7220

In the initial finding, NMFS stressed uncertainty about the cause of missed escapement goals in recent years and evidence of decreasing size and age at maturity. **Yet these are not indicators of population-level risk, which is the evaluation to be made under the ESA.** Please ensure your further evaluation is completed with the context that salmon management is based on variable run sizes and conditions over time, and with an understanding of the varying types of escapement goals and their basis on maximum sustained yield, which means the greatest average annual yield from a salmon stock. The State's policy is clear that the concept of maximum sustained yield should also be interpreted in a broad ecosystem context to take into account species interactions, environmental changes, an array of ecosystem goods and services, and scientific uncertainty. Escapement goals are used with fisheries management tools and restrictions to be responsive to annual changes, such that the overall system ensures long-term sustained yield.

As has occurred in the past, fishing restrictions are in place across Alaska's Chinook salmon fisheries in response to lower productivity of Chinook statewide. This is the result of a sustainable management system, despite the fact that reduced productivity and size at age is attributed to changes and warming in the marine environment. NOAA has studied and reported on the Gulf of Alaska's marine heatwave in 2014 – 2016, its lingering effects into 2019, and then a second marine heatwave in 2019. These events were particularly strong in the spatial extent, duration, and magnitude of ocean warming from surface waters to the seafloor. Multidecadal shifts in salmon productivity have been documented prior to this current downturn, and Chinook populations are expected to improve as the Gulf returns to pre-heatwave conditions. Regardless of the factors affecting current productivity, the current data on Gulf of Alaska Chinook salmon stocks do not support a population-level risk of extinction.

Finally, given that the summer salmon fisheries are underway, we appreciate NMFS extending the public comment period to Sept 6. The significance and harm resulting from a listing to those dependent on salmon for subsistence, recreational, and commercial fisheries cannot be overstated, so allowing a longer time period for those directly affected to weigh in is necessary. Just the uncertainty associated with the year-long status review is already negatively affecting those dependent on salmon, not knowing how to plan for their livelihoods, businesses, community operating budgets, and families. Please approach this status review with diligence and scientific rigor, such that the appropriate metrics and data are reviewed and well understood by the review team. Thank you for the opportunity to comment.

Sincerely,



Julie Decker  
President, PSPA



# United States Department of the Interior

U.S. FISH AND WILDLIFE SERVICE  
1011 East Tudor Road  
Anchorage, Alaska 99503



In Reply Refer to:  
FWS/R7/AFES/MMM

July 24, 2024

City of Cordova  
PO Box 1210  
Cordova, Alaska 99574

Dear City of Cordova:

The U.S. Fish and Wildlife Service (FWS) has published in the *Federal Register* (89 FR 59752, July 23, 2024,) a proposed Incidental Harassment Authorization (IHA) under the Marine Mammal Protection Act of 1972 (MMPA). If finalized, this IHA would authorize the incidental take of small numbers of northern sea otters (*Enhydra lutris kenyoni*) from the Southcentral Alaska stock. We are seeking public comment on this proposed IHA for a 30-day period ending on August 22, 2024. We have also drafted a National Environmental Policy Act Environmental Assessment (EA) that analyzes the effects on the human environment of issuing the IHA. The FWS is interested in any comments you may have on this proposed IHA or the draft EA.

Under the MMPA, otherwise prohibited actions that may result in the incidental taking by harassment of small numbers of marine mammals may be authorized by the FWS for a period of up to one year, provided certain findings are made. We received a request from Turnagain Marine Construction (TMC) for such an authorization, associated with their construction of a cruise ship dock in Passage Canal in Whittier, Alaska. If finalized, the IHA would authorize incidental harassment, including disturbance, to northern sea otters that could result from TMC's activities. However, no lethal take would be authorized under the proposed IHA.

The FWS's proposed IHA was developed and based on our determinations that take from the activities will affect a small number of northern sea otters, will have a negligible impact on the Southcentral Alaska stock of northern sea otters, and will not have an unmitigable adverse impact on the availability of northern sea otters for subsistence uses. In writing this draft IHA, we also identified mitigation measures that TMC will be required to implement to ensure their work will have the least practicable adverse impact on northern sea otters and their habitat.

The proposed IHA, including our analysis of effects, draft EA, and the supporting documents provided by the applicant are now available for public review and comment. To view these documents or to provide the FWS with comment, visit [www.regulations.gov](http://www.regulations.gov) and search for docket number: FWS-R7-ES-2024-0054. The FWS will accept comments on this proposed authorization until August 22, 2024.



We will review all comments prior to making a final determination. Should you have questions, please contact Regulatory Program Lead for Marine Mammals Management, Dr. Stephanie Burgess via email at [R7mmmregulatory@fws.gov](mailto:R7mmmregulatory@fws.gov) or by phone at 1-800-362-5148.

Sincerely,

*Charles S Hamilton*

Acting Project Leader,  
Marine Mammals Management

## MEMORANDUM

**TO:** CORDOVA CITY COUNCIL

**FROM:** JESSICA J. SPUHLER

**RE:** ORDINANCE 1217

**CLIENT:** CITY OF CORDOVA, ALASKA

**FILE NO.:** 401777.300

**DATE:** MAY 30, 2024

---

### **I. Introduction**

The purpose of this memorandum is to provide City Council with a summary of the purpose and intent of the Ordinance entitled “An ordinance of the Council of the City of Cordova, Alaska Repealing Chapter 5.36 “Property Tax” and replacing same with new Chapters 5.05 “Property Tax,” 5.06 “Property Tax Exemptions and Deferrals,” and 5.07 “Property Tax Exemption and Deferral Criteria.”

### **II. Summary**

Council has directed City Administration to work with Counsel to initiate significant revisions to Title 5 of the Cordova Municipal Code, “Revenue and Finance”. Through a series of work sessions Council provided feedback and direction on revisions to Chapter 5.36 “Property Tax,” including: the adoption in code of exemptions required by statute, changes to reflect changes to the State statute governing economic development exemptions, and clarifications to the application and appeal processes for exemptions. Ordinance 1217 contains several other housekeeping amendments to ensure that the City’s administration of the tax code is efficient, and that tax obligations and exemptions are clear and understandable for tax payers.

Council and Administration have determined that the changes reflected in Ordinance 1217 through the adoption of new Chapters 5.05, 5.06, and 5.07 should be considered and passed prior to the changes contemplated to the City’s sales tax regime.

### **III. Conclusion**

In the event Ordinance 1217 is adopted by Council, Administration and Counsel recommend that Council continue its work related to the economic development exemption and deferral application form contemplated in proposed Section 5.07.060(D) to ensure that economic development exemption criteria are established prior to the January 1, 2025, effective date of Ordinance 1217.

**CITY OF CORDOVA, ALASKA  
ORDINANCE 1217**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, REPEALING CHAPTER 5.36 “PROPERTY TAX” AND REPLACING SAME WITH A NEW CHAPTER 5.05 “PROPERTY TAX”, CHAPTER 5.06 “PROPERTY TAX EXEMPTIONS AND DEFERRALS”, AND CHAPTER 5.07 “PROPERTY TAX EXEMPTION AND DEFERRAL CRITERIA”.**

**WHEREAS**, the City of Cordova has not substantively revised its property taxation provisions in over 30 years; and

**WHEREAS**, the City has experienced numerous requests regarding interpretation and scope of certain property tax exemptions and deferrals provided for in State statute and Code in the last several years and has determined it is in the City’s best interest to revise the Code to ensure clear provisions governing the City’s property tax regime; and

**WHEREAS**, the City Administration, in collaboration with the City Attorney, after several work sessions with City Council, submitted a memorandum summarizing the revisions to the Code and the reasons for those revisions and that memorandum accurately reflects Council’s purpose, intent, and scope of this Ordinance.

**NOW, THEREFORE**, it is ordained as follows:

**Section 1.** Cordova Municipal Code Chapter 5.36 “Property Tax” is hereby repealed.

**Section 2.** Cordova Municipal Code Title 5 “Revenue and Finance” is amended through the adoption of the following chapters:

Chapters

- 5.05 Property Tax
- 5.06 Property Tax Exemptions and Deferrals
- 5.07 Property Tax Exemption and Deferral Criteria

**Section 3.** Cordova Municipal Code Chapter 5.05 “Property Tax” is adopted to read as follows:

**Chapter 5.05 PROPERTY TAX**

Sections

- 5.05.010 Established.
- 5.05.020 Mobile homes subject to provisions.
- 5.05.030 Applicability of provisions.
- 5.05.040 Determination of true value.
- 5.05.050 Determination of true value of contaminated property.
- 5.05.060 Assessment roll.
- 5.05.070 Assessment roll—Determination of property owner.
- 5.05.080 Assessment roll—Property description.
- 5.05.090 Assessment roll—Basis of computation.
- 5.05.100 Assessment notice—Information required.
- 5.05.110 Assessment roll—Corrections.
- 5.05.120 Equalization hearings—Notice required.
- 5.05.130 Appeal—Grounds.
- 5.05.140 Appeal—Filing of notice.
- 5.05.150 Appeal—Recordation.

- 5.05.160 Appeal—Hearing—Notice.
- 5.05.170 Appeal—Hearing—Conduct.
- 5.05.180 Appeal—Hearing—Record of proceedings.
- 5.05.190 Appeal—Notice of decision.
- 5.05.200 Appeal—Entry of changes by assessor.
- 5.05.210 Appeal—To court.
- 5.05.220 Supplementary assessment rolls.
- 5.05.230 Assessment roll—Validity.
- 5.05.240 Delivery of statement to council.
- 5.05.250 Amount set by resolution.
- 5.05.260 Mailing of tax statements.
- 5.05.270 Lien.
- 5.05.280 Payment by installment—Delinquency.
- 5.05.290 Nonpayment—Penalties and interest.
- 5.05.300 Treasurer’s duties.
- 5.05.310 Right of entry for inspection—Examination under oath.

**5.05.010 Established.**

There shall be assessed, levied, and collected a general tax for school and municipal purposes upon all real properties within the City.

**5.05.020 Mobile homes subject to provisions.**

- A. Mobile homes, trailers, house trailers, trailer coaches and similar property used or intended to be used for residential, office or commercial purposes and attached to the land or connected to water, gas, electric or sewage facilities are classed as real property for tax purposes. This subsection does not apply to house trailers and mobile homes which are unoccupied and held for sale by persons engaged in the business of selling mobile homes.
- B. The City shall enforce taxes levied on mobile homes by a personal action against the owner, instead of by annual foreclosure. Such action may be commenced as of November 1st, the date the property taxes become delinquent.

**5.05.030 Applicability of provisions.**

All real property in the City is subject to taxation, except real property exempt under the constitution of the State, the applicable laws of the State, including all properties listed in AS 29.45.030, the City Charter or the ordinances of the City.

**5.05.040 Determination of true value.**

The assessor shall assess property at its full and true value as of January 1st of the assessment year, except as otherwise provided by law. The full and true value is the estimated price that the property would bring in an open market and under the then prevailing market conditions in a sale between a willing seller and a willing buyer both conversant with the property and with prevailing general price levels.

**5.05.050 Determination of true value of contaminated property.**

Unless otherwise required by law, the assessor shall determine the full and true value of contaminated real property in accordance with the following:

- A. In this section:
  - 1. “Contaminated real property” means real property that on the assessment date is: (1) on the National Priority List of the Environmental Protection Agency; or (2) included by the Department of Environmental Conservation on its Contaminated Site List; or (3) is shown, through the

submission of reliable, objective information such as engineering studies, environmental audits, laboratory reports, or historical records, to have had a release of a hazardous substance or oil which release is shown to have been reported to the Department of Environmental Conservation; but shall not include any real property on which hazardous substances or oil may be legally stored, disposed or released or which has been contaminated as a result of a release from or in connection with the use of a residential fuel tank.

2. "Cost to cure" means the estimated after-tax cost of the remaining remedial work specific to the subject property to remove, contain or treat the hazardous substance or oil. Cost to cure may include the cost of environmental audits, surety bonds, insurance, monitoring costs and engineering and legal fees. The costs must be directly related to the clean up or containment of a hazardous substance or oil.
3. "Hazardous substance" and "oil" have the meanings ascribed in AS 46.08.900(6) and (7), respectively.

B. In determining the full and true value of contaminated real property, the assessor shall apply any reasonable appraisal approach. Where appropriate, the assessor may limit the assessment to the value of improvements and may make adjustments in valuation for the cost to cure to the extent that such cost will be borne by the owner of record.

#### **5.05.060 Assessment roll.**

The assessor shall complete reevaluations of all real property within the limits of the City at least sixty days before the Board of Equalization (or the "Board") meets each year. Separate field cards shall be kept on each piece of property. From these field cards an assessment roll shall be prepared and completed at least forty-five days prior to the board of equalization meeting. The assessment roll shall be open for inspection by the public. The roll must contain:

- A. The names and last known addresses of all persons with real property liable to assessment and taxation;
- B. A description of all taxable real property;
- C. The assessed value of said property.

#### **5.05.070 Assessment roll—Determination of property owner.**

Real property is assessed to the owner of record as shown in the records of the recorder for the Cordova Recording District; provided, however, that any other person having an interest in the property may be listed on the records with the owner. The person in whose name property is listed as owner is conclusively presumed to be the legal record owner. If the property is unknown, the property may be assessed to "unknown owner" or "unknown owners." No assessment shall be invalidated by a mistake, omission, or error in the name of the owner, if the property is correctly described.

#### **5.05.080 Assessment roll—Property description.**

The assessor may list real property located in the City and any addition thereto by lot and block number, and similarly for any subdivided property. Unsubdivided property may be listed according to survey description, or by giving the boundaries thereof, or by reference to the book and page of the records of the Cordova Recording District where recorded, or by designation of a tax parcel number referring to a public record of descriptions of real property kept by the assessor, or by such other manner as to cause the description to be made certain. Initial letters, abbreviations, fractions, and exponents to designate any lot or block or part thereof, or any distance, course, bearing or direction, may be employed in any such description of real property.

#### **5.05.090 Assessment roll—Basis of computation.**

All taxes to be levied or collected, except as otherwise provided, shall be calculated, levied, and collected upon the assessed values entered in the assessment roll and certified by the assessor as correct, subject to the taxpayer's rights to appeal and to the correction made in the rolls pursuant to this Chapter.

#### **5.05.100 Assessment notice—Information required.**

The assessor shall give to every owner, or his authorized agent named in the assessment roll, a notice of assessment showing the assessed value of his property. On the back of each assessment notice shall be printed a summary for the information of the taxpayer of the date when the taxes are payable, delinquent, and subject to penalty and interest, dates when the City Council will sit as a Board of Equalization for equalization purposes, and any other particulars specified by the Council. The assessment notice shall be directed to the person to whom it is to be given and shall be sufficiently given if it is mailed by first class mail addressed to, or is delivered at, his address as last known to the assessor, or, if the address is not known to the assessor, the notice may be addressed to the person at the post office nearest to the place where the property is situated. The assessor shall, on or prior to thirty days before the meeting of the Board of Equalization each year, mail or deliver the assessment notices and the date when mailed or delivered shall be deemed to be the date on which the notice was given for purposes of this Chapter.

**5.05.110 Assessment roll—Corrections.**

A person receiving an assessment notice shall advise the assessor in writing of errors or omissions in the assessment of the person's property. The assessor may correct errors or omissions in the roll before the Board of Equalization hearing. If errors found in the preparation of the assessment roll are adjusted, the assessor shall mail a corrected notice allowing thirty days for appeal to the Board of Equalization.

**5.05.120 Equalization hearings—Notice required.**

When all assessment notices have been mailed, the assessor shall cause to be published at least once each week for two successive weeks a notice that the assessment rolls have been completed, which notice shall state when and where the equalization hearings shall be held by the City Council sitting as a Board of Equalization. The Board shall meet on the third Monday each April and continue each day thereafter as it may deem necessary.

**5.05.130 Appeal—Grounds.**

Any person who receives notice or whose name appears on the assessment roll may appeal, as hereinafter provided, to the Board with respect to any alleged error in the valuation, overcharge, or omission of the assessor, not adjusted to the taxpayer's satisfaction.

**5.05.140 Appeal—Filing of notice.**

Notice of appeal, in writing, specifying the grounds for appeal and provided on the form provided by the City, shall be filed with the assessor not later than thirty days after the date of mailing of notice of assessment. If notice of appeal is not given within that period, the right of appeal shall cease as to any matter within the jurisdiction of the Board, unless it is shown to the satisfaction of the Board that the taxpayer was unable to appeal within the time so limited. The only grounds for adjustment of assessment are proof of unequal, excessive, improper, or under valuation based on facts that are stated in a valid and timely written appeal or proven at the appeal hearing.

**5.05.150 Appeal—Recordation.**

Upon receipt of the notice of appeal, the assessor shall make a record of the same in such form as the Board may direct, which record shall contain all the information shown on the assessment roll in respect of the subject matter of the appeal, and the assessor shall place the same before the Board from time to time as may be required by the Board.

**5.05.160 Appeal—Hearing—Notice.**

The assessor shall cause a notice of the time and place of the appeal hearing to be mailed to the person by whom the notice of appeal was given, and to every other person in respect of whom the appeal is taken, to their respective addresses as last known to the assessor.

**5.05.170 Appeal—Hearing—Conduct.**

A. At the time appointed for the hearing of the appeal or as soon thereafter as the appeal may be heard, the Board shall hear the appellant, the assessor, other parties to the appeal and their witnesses, and consider

the testimony and evidence adduced, and shall determine the matters in question on the merits and render its decision accordingly.

- B. If any party to whom notice was mailed as set forth in Section 5.05.150 fails to appear, the Board may proceed with the hearing in their absence.
- C. The burden of proof in all cases shall be upon the party appealing.

**5.05.180 Appeal—Hearing—Record of proceedings.**

The City Clerk shall be Ex Officio Clerk of the Board of Equalization on appeals and shall record the minutes of all proceedings before the Board, the name of all persons appealing assessments, and all changes, revisions, corrections, and orders relating to claims or adjustment.

**5.05.190 Appeal—Notice of decision.**

The City Clerk shall mail a copy of the decision of the Board on an appeal to the appellant and shall certify the decision to the assessor within seven days. The decision shall state whether the appeal is granted or denied in whole or in part, and the reasons therefor. The decision shall state that it is the final decision by the Board, and that the appellant and the assessor have thirty days to appeal the decision to the Superior Court.

**5.05.200 Appeal—Entry of changes by assessor.**

Except as to supplementary assessments, the assessor shall enter the changes so certified upon his records and certify the final assessment roll by June 1st.

**5.05.210 Appeal—To court.**

An appellant to the Board of Equalization or the assessor may appeal a determination of the Board of Equalization to the Superior Court as provided by rules of court applicable to appeals from the decisions of administrative agencies. Appeals are heard on the record established before the Board of Equalization.

**5.05.220 Supplementary assessment rolls.**

The assessor shall include property omitted from the assessment roll on a supplementary roll, using the procedures set out in this Chapter for the original roll.

**5.05.230 Assessment roll—Validity.**

Every assessment roll as completed and certified by the assessor in conformity with this Chapter shall be valid and binding on all persons, notwithstanding any defect, error, omission or invalidity in the assessment roll or proceedings pertaining thereto.

**5.05.240 Delivery of statement to council.**

When the final assessment records have been completed by the assessor as provided in this Chapter, the assessor shall certify and deliver to the City Council on or before June 1st of each year a statement of the total assessed valuation of all real property within the City.

**5.05.250 Amount set by resolution.**

The City Council shall thereupon by resolution annually before June 15th fix a rate of tax levy and designate the number of mills upon each dollar of value of assessed taxable real property that shall be levied.

**5.05.260 Mailing of tax statements.**

By July 1st, the City Clerk shall prepare and mail tax statements to the person listed as the owner on the tax rolls. A tax statement shall set out the levy, dates when taxes are payable and delinquent, and penalties and interest.

**5.05.270 Lien.**

All taxes levied by the City Council pursuant to this Chapter shall be a lien upon all real property assessed, and such lien shall be prior and paramount to all other liens or encumbrances against the property assessed.

**5.05.280 Payment by installment—Delinquency.**

Property tax, except as otherwise provided, may be paid in two equal installments. The first installment shall be delinquent if not received or postmarked on or before August 31st of the tax year and the second installment shall be delinquent if not received or postmarked on or before October 31st of the tax year. If an installment due date falls on a Saturday, Sunday, or a City holiday, the installment shall be delinquent if not received or postmarked on or before the next business day.

**5.05.290 Nonpayment—Penalties and interest.**

When the property tax provided for in this Chapter is not paid on or before the due date, penalties and interest will accrue as follows:

- A. If the first one-half installment is not paid when due, a penalty of ten percent together with interest at the rate of eight percent per year on the installment, not including penalty, from due date until paid in full, shall be added thereto.
- B. After the due date for the payment of the second one-half installment, a total penalty of not to exceed ten percent shall be added to all delinquent taxes, and interest at the rate of eight percent per year shall accrue, as provided in this Chapter, upon all unpaid taxes, not including the penalty, from due date until paid in full.

**5.05.300 Treasurer’s duties.**

- A. The City Treasurer shall collect all taxes levied hereunder and shall receive all tax payments during regular business hours and issue receipts therefor.
- B. In the event the City Treasurer notes the existence of error, omission or double assessment of any property at any time after certification of the assessment roll, application shall be made by the City Treasurer for the adjustment and correction of such error to the City Council.

**5.05.310 Right of entry for inspection—Examination under oath.**

- A. For the purposes of making investigations, the assessor, or their designated deputy, shall have the right of access to the premises and may examine all property records involved, and any person shall, upon request, furnish to the assessor, or his designated deputy, every facility and assistance for the purpose of the investigation.
- B. The assessor may examine a person on oath or otherwise, and upon request of the assessor, the person shall present himself for examination by the assessor.

**Section 4.** Cordova Municipal Code Chapter 5.06 “Property Tax Exemptions and Deferrals” is adopted to read as follows:

**Chapter 5.06 PROPERTY TAX EXEMPTIONS AND DEFERRALS**

Sections

- 5.06.010 Purpose and authority.
- 5.06.020 Applications – Initial review.
- 5.06.030 Notice and hearing.
- 5.06.040 Annual assessments.
- 5.06.050 Review of exemptions.
- 5.06.060 Emergency waiver.
- 5.06.070 Transfer of ownership or change of use – Penalty.
- 5.06.080 Criteria.
- 5.06.090 Appeals.

**5.06.010 Purpose and authority.**

The granting of property tax exemptions and deferrals is one of the primary tools available to the City to achieve its objectives, including those regarding economic development, housing, and community resources. The City’s



authority and discretion to grant property tax exemptions and deferrals is subject to the limitations of this Chapter, Chapter 5.07, and any applicable state or federal laws. The City Clerk, assessor, and City Council may:

- A. Require the applicants for any exemption and/or deferral to provide information in support of their application;
- B. Require applicants to pay property taxes on a percentage of assessed valuation, a fixed property tax payment of any amount, or any other fraction of property taxes that would otherwise be due to the City; and
- C. Require the payment of initial application and annual review fees reasonably necessary to cover the costs of administration.

The grant or denial of a tax exemption or deferral under this Chapter, or Chapter 5.07, is a discretionary act by the City. The completion of an application for a tax exemption or deferral shall not give rise to any right or claim against the City for its failure to grant the application.

#### **5.06.020 Applications – Initial review.**

- A. Applications for exemptions and deferrals must be submitted by January 15 of the year in which they are sought, unless a different application deadline is specified in Chapter 5.07 of this code. The City will not consider the granting of any tax exemption or deferral under Chapter 5.07 until the applicant submits a full and complete application and provides such additional information as may be requested by the City Clerk, assessor, and City Council. The assessor may make an independent investigation of the application or property in making a determination under this section. The City Clerk shall notify the applicant, in writing, of the City Clerk's completeness determination on the application for exemption.
- B. The City Clerk may prepare a standard application form that upon completion will provide adequate and sufficient information to determine whether any tax exemption or deferral should be granted. The accuracy of the information provided in the application must be verified by oath of the applicant or an authorized officer of the applicant.
- C. If the applicant fails or refuses to provide information required or requested by the City within the time period established by the City, the exemption shall be denied.
- D. An applicant delinquent in the registration for, filing of a return, or payment of, any City property or sales tax, City special assessment, or City utility bill may not be granted an exemption and/or deferral under this section.
- E. Any person requesting a tax exemption or deferral pursuant to this Chapter and Chapter 5.07 shall pay to the City an initial application fee which must be submitted at the same time the application form is submitted. Application fees shall be set forth in the City's fee schedule.
- F. If any person knowingly makes any false representations in any submission to the City related to an initial application for or review of a tax exemption or deferral under this Chapter or Chapter 5.07, that person shall be punishable by a fine as set forth in Chapter 1.28. Any misstatement of or error in fact may render an application null and void and may be cause for the revocation of any tax exemption or deferral adopted in reliance on such information.
- G. Exemptions claimed under Section 5.07.010 are governed by the process and timeline mandated by the State as set forth in that section.

#### **5.06.030 Notice and Hearing.**

After the City Clerk determines that the application is complete and the City Clerk and/or assessor determine that the applicant is eligible for a tax exemption and/or deferral, the City Clerk and/or assessor shall submit a copy of the application with a written recommendation to the City Council. No tax exemption or deferral under this section shall be granted by the City Council prior to a public hearing thereon. The City Clerk shall notify the applicant of the public hearing. If an application is incomplete or clearly ineligible, the City Clerk shall issue a determination denying the application.

#### **5.06.040 Annual assessments.**

All property receiving a tax exemption or deferral under this Chapter or Chapter 5.07 shall be annually assessed by the assessor in the same manner as if it were not exempt.

**5.06.050 Review of exemptions.**

Upon the failure of any person to fully and timely pay the taxes due as may be required by any ordinance or to provide reports or other information requested by the City, the assessor shall immediately revoke and not renew any exemptions or deferrals under this Chapter or Chapter 5.07 to which such person would otherwise be entitled and shall require immediate payment of the pro-rata share of taxes thereby due for any portion of the year remaining and any previously deferred taxes.

**5.06.060 Emergency waiver.**

The City reserves the right to grant or not to grant a tax exemption or deferral under circumstances beyond the scope of this Chapter or Chapter 5.07, or to waive any other requirement not mandated by state law. However, no such action or waiver shall be taken or made except upon a finding by the City that an extraordinary circumstance or emergency exists, and that such action or waiver is found and declared to be in the vital public interest.

**5.06.070 Transfer of ownership or change of use – Penalty.**

As of the date of any change in majority ownership, sale, or substantive change in use of any property subject to a tax exemption or deferral under this Chapter or Chapter 5.07, the City shall revoke such tax exemption or deferral and provide notice of the property taxes due (which taxes are due within 60 days of such notice). Any property owner who fails to notify the assessor of any such change in ownership, use or sale by the date of such change in ownership, use or sale shall be subject to a fine as set forth in Chapter 1.28.

**5.06.080 Criteria.**

Criteria for specific tax exemption and deferrals are set forth in Chapter 5.07, Property Tax Exemption and Deferral Criteria.

**5.06.090 Appeals.**

An applicant for exemption or deferral under Chapters 5.06 and 5.07 may appeal a determination of the City directly to the superior court as provided by rules of court applicable to appeals from the decisions of administrative agencies or may first appeal to the Board of Equalization as provided by law.

Section 5. Cordova Municipal Code Chapter 5.07 “Property Tax Exemption and Deferral Criteria” is adopted to read as follows:

**Chapter 5.07 PROPERTY TAX EXEMPTION AND DEFERRAL CRITERIA**

Sections

- 5.07.010 Senior Citizen and Disabled Veteran Exemptions.
- 5.07.020 Non-Profit Exemption.
- 5.07.030 Low-Income Housing Exemption.
- 5.07.040 Temporary Subdivision Exemption.
- 5.07.050 Temporary Landscape Exemption.
- 5.07.060 Economic Development Property Exemption.
- 5.07.070 Leased exempt property – Taxes due.
- 5.07.080 Definitions.

**5.07.010 Senior Citizen and Disabled Veteran Exemptions.**

- A. The real property owned and occupied as the primary residence and permanent place of abode by a: (1) resident sixty-five years of age or older; (2) disabled veteran; or (3) resident at least sixty years old who is the widow or widower of a person who qualified for an exemption under subsection (A)(1) or (2) of this section, is exempt from taxation on the first one hundred fifty thousand dollars of the assessed value

of the real property. Only one exemption may be granted for the same property and, if two or more persons are eligible for an exemption for the same property, the parties shall decide between or among themselves who is to receive the benefit of the exemption. Real property may not be exempted under this subsection if the assessor determines, after notice and hearing to the parties, that the property was conveyed to the applicant primarily for the purpose of obtaining the exemption. The determination of the assessor may be appealed under AS 44.62.560—44.62.570.

- B. To be eligible for an exemption under subsection (A) of this section for a year, the individual applying for an exemption must also be eligible for a permanent fund dividend under AS 43.23.005 for that same year or for the immediately preceding year.
- C. An exemption may not be granted under subsection (A) of this section, except upon written application for the exemption on a form approved by the State Assessor. An applicant who qualifies for the exemption under this section need not file an application for successive tax years if there is no change in ownership, in residency or permanent place of abode, or other factor affecting qualification for the exemption. Applications must be filed no later than January 15 of the first year for which the exemption is sought. The City Council, for good cause shown, may authorize the assessor to accept as timely filed an application filed after January 15 and before May 1 of the assessment year for which the exemption is sought. An application received after May 1 will be accepted as an application for the following assessment year. If the application is filed within the required time and is approved by the assessor, the assessor shall allow an exemption in accordance with the provisions of this section. The assessor shall require proof in the form they consider necessary of the right to, and amount of an exemption claimed under subsection (B) of this section and shall require a disabled veteran claiming an exemption under subsection (B) of this section to provide evidence of the disability rating. The assessor may require proof under this subsection at any time.
- D. If property is occupied by a person other than the eligible applicant and his/her spouse and minor children, an exemption applies only to the portion of the property permanently occupied by the eligible applicant and his/her spouse and minor children as a permanent place of abode.
- E. It shall be the responsibility of every person who obtains an exemption under this section to notify the assessor of any change in ownership, residency, permanent place of abode or status of disability. A disabled veteran who has less than a permanent disability must submit an official disability percentage letter each year prior to January 15 showing a fifty percent or greater disability.

**5.07.020 Non-Profit Exemption.**

- A. Property used exclusively for nonprofit religious, charitable, cemetery, hospital, or educational purposes is exempt from taxation under this Chapter.
- B. Property or a part of the property exempt under this section but from which rentals or income are derived is not exempt from taxation unless the income derived from the rentals does not exceed the actual cost to the owner of the use by the renter.
- C. An application for an exemption claimed under this section must include:
  - 1. Evidence of the applicant's nonprofit status;
  - 2. A detailed description of the applicant's planned or current use of the property;
  - 3. Records showing any rental or other income derived from the property and the comparative cost to the owner for such rental or use, to include: documentation of utility payments and other maintenance and financing costs associated with the rented space.
- D. A non-profit exemption claimed under this section may only be granted if the property for which the exemption is sought is in use for the purposes set forth in subsection (A) of this section as of January 1 of the year for which the exemption is claimed.
- E. The City Clerk and/or assessor shall require proof in the form they consider necessary of the right to, and amount of an exemption claimed under subsections (A) and (B) of this section.
- F. The City may require such proof under this subsection at any time to ensure ongoing compliance with the eligibility requirements of subsection (A) and (B). It shall be the responsibility of every person who

obtains an exemption under this section to notify the City of any change in use, ownership, or rental income.

- G. Applicants for the non-profit exemption must apply annually.

**5.07.030 Low-Income Housing Exemption.**

Interests other than record ownership in real property that has been developed, improved, or acquired with federal funds for low-income housing and is owned or managed as low-income housing by the Alaska Housing Finance Corporation under AS 18.55.100 - 18.55.960 or by a regional housing authority formed under AS 18.55.996 are exempt from City taxes as to the individual residing on the property. However, the corporation may make payments to the City for improvements, services, and facilities furnished by it for the benefit of a housing project, and this subsection does not prohibit the City from receiving those payments or any payments in lieu of taxes authorized under federal law.

**5.07.040 Temporary Subdivision Exemption.**

The portion of the increase in assessed value directly attributable to the subdivision of a single parcel of property into three or more parcels and any improvements made to the property necessitated by its subdivision is exempt from City taxes for up to five years. The exemption is terminated when a lot in the subdivision is sold, or a residential or commercial use is established on a lot in the subdivision.

**5.07.050 Temporary Landscape Exemption.**

- A. There is an exemption from taxation for the increase of assessed value that is directly attributable to landscaping, or new exterior maintenance or repair of an existing structure, and if the landscaping, exterior maintenance, or repair, when completed, enhances the exterior appearance or aesthetic quality of the land or structure. An exemption may not be allowed under this subsection for the construction of an improvement to a structure if the principal purpose of the improvement is to increase the amount of space for occupancy or nonresidential use in the structure or for landscaping as a consequence of construction activities. An exemption under this subsection continues for three years commencing with the year in which the exemption is approved by the assessor.
- B. An application for exemption under this subsection shall be filed with the assessor no later than March 1 of the year immediately following the year in which the landscaping, or exterior maintenance or repair of an existing structure, that is the subject of the application in whole or in part, may be appealed to the Board of Equalization, as provided in Section 5.06.090 of this Chapter.
- C. An exemption granted under this subsection expires at the end of three years and cannot be renewed. The granting of an exemption under this subsection does not affect changes in the assessed value of property that are attributable to causes other than the landscaping or exterior maintenance or repair of an existing structure that is the basis for the exemption. A reappraisal will be required prior to granting of a subsequent exemption.

**5.07.060 Economic Development Property Exemption.**

- A. The assessed value of property used for economic development, as defined in this Chapter, may be exempt from City property taxes or receive a deferral from City property taxes under the conditions listed in this section.
- B. "Property used for economic development" as used in this section, means that part of real or personal property, as determined by the assessor, that is being developed or redeveloped in a manner intended to result in an outcome that causes an increase in, or avoids a decrease of, economic activity, gross domestic product, or the City tax base in such a manner that City Council has determined an exemption or deferral from property tax is in the best interest of the Cordova community.
- C. Property used for economic development may be:
  - 1. Exempted from property taxes on up to one hundred percent of the assessed value of the property for a period determined by City Council and adopted by ordinance;

2. Deferred from payment of taxes for a period determined by City Council and adopted by ordinance; or
  3. Deferred from payment of property taxes until substantial completion of construction if a property owner is in the process of developing or building property used for economic development but has not yet completed construction on such property.
- D. City Council shall approve the economic development exemption and deferral application form, and any substantive changes to that application, by ordinance. The application shall specify the specific types of land use that causes an increase in or avoids a decrease of economic activity, gross domestic product, or City tax base in such a manner that an exemption or deferral from property tax is in the best interest of the Cordova community. The application shall specify the terms and conditions of an exemption or deferral. The approved application form and any changes to the form shall be published at least 30 days before taking effect. Except as otherwise provided in this section, an application under this section shall be processed in the same manner as all applications under this Chapter and Chapter 5.06.
- E. In addition to the application requirements and specifications adopted in the application itself or otherwise specified in this Chapter or Chapter 5.06, an applicant seeking a construction deferral must also submit a development plan to be approved by the city assessor. Upon construction of the economic development property satisfactory to the City, the City may change deferral under this subsection into an exemption which shall not exceed the remainder of the five-year period from the date the deferral was approved.
- F. If the property to be used for economic development is not developed or created within the time specified in the application, the City may immediately terminate the deferral and take any other action permitted by law including, but not limited to, collecting all property taxes accrued on the property during the construction deferral, collecting penalties and interest on the taxes owed from the date such taxes would have been due if no deferral had been granted, and attaching a tax lien to the property.

**5.07.070 Leased exempt property – Taxes due.**

When any real property exempt from taxation is leased, loaned, or otherwise made available to or used by a person, such person’s interest shall be taxable. Taxes shall be assessed to such person and collected in the same manner as taxes assessed to owners of real property, except that taxes assessed shall be a lien only on the interest of such person in the property. When due, taxes so assessed shall constitute a debt due from such person to the City and shall be recoverable by an action against such person. This remedy is available as an alternative to or as addition to the remedy of foreclosure of the interest of the person in the property.

**5.07.080 Definitions.**

In this Chapter:

- A. “Disabled veteran” means a disabled person:
1. Separated from the military service of the United States under a condition that is not dishonorable, who is a resident of the state, whose disability was incurred or aggravated in the line of duty in the military service of the United States, and whose disability has been rated as fifty percent or more by the branch of service in which that person served or by the veterans' administration; or
  2. Who served in the Alaska territorial guard, is a resident of the state, whose disability was incurred or aggravated in the line of duty while serving in the Alaska territorial guard, and whose disability has been rated as fifty percent or more;
- B. “Own and occupy” means:
1. Possession of an interest in real property, which interest is recorded in the office of the district recorder, or if unrecorded, is attested by a contract, bill of sale, deed of trust, or other proof in a form satisfactory to the assessor; and
  2. Living on that property as one’s primary residence;
- C. “Permanent place of abode” means a dwelling in which the person resides at least one hundred eighty-five days in the year prior to the exemption year and when absent, the dwelling is not leased or rented to another. This includes, but is not limited to, a mobile home or condominium and includes lots or outbuildings, or an appropriate portion thereof, which is necessary to convenient use of the dwelling unit;

- D. “Property used for economic development” as used in this section, means that part of real or personal property, as determined by the assessor, that is being developed or redeveloped in a manner intended to result in an outcome that causes an increase in, or avoids a decrease of, economic activity, gross domestic product, or the city tax base.
- E. “Resident” means an applicant who has a fixed habitation in the state of Alaska for at least one hundred eighty-five days per calendar year, and, when absent, intends to return to the state of Alaska;
- F. “Senior citizen” means one who is sixty-five years of age or older before January 1 of the exemption year.

**Section 6.** Section 1.28 “Minor Offense Schedule” is amended to add the following violations and fines:

CODE REF	CODE TITLE	FINE PER DAY
<b><u>5.06.020(F)</u></b>	<b><u>False application for exemption.</u></b>	<b><u>\$1,000</u></b>
<b><u>5.06.020(F)</u></b>	<b><u>False representation regarding tax exemption or deferral.</u></b>	<b><u>\$1,000</u></b>
<b><u>5.06.070</u></b>	<b><u>Failure to notify Assessor of change in ownership, use, or sale.</u></b>	<b><u>\$300.00</u></b>

**Section 7.** This ordinance shall be effective January 1, 2025, and in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska.

1st reading: June 5, 2024

2nd reading and public hearing: July 3, 2024

after substantial amendment on 7/3/24, another 2<sup>nd</sup> reading: August 7, 2024

**PASSED AND APPROVED THIS 7<sup>th</sup> DAY OF AUGUST 2024.**

\_\_\_\_\_  
David Allison, Mayor

ATTEST:

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

## MEMORANDUM

**TO: CORDOVA CITY COUNCIL  
SAMANTHA GREENWOOD, CITY MANAGER**

**FROM: JESSICA J. SPUHLER**

**RE: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA,  
ALASKA, AMENDING CHAPTER 5.38, BIENNIAL MOTOR VEHICLE  
REGISTRATION TAX, TO INCREASE THE MOTOR VEHICLE  
REGISTRATION TAX LEVIED ON REGISTERED VEHICLES WITHIN  
THE CITY.**

**CLIENT: CITY OF CORDOVA**

**FILE NO.: 401777.291**

**DATE: AUGUST 2, 2024**

---

This memorandum provides a brief overview of Ordinance 1219, amending Chapter 5.38 of the Cordova Municipal Code to increase the Biennial Motor Vehicle Registration Tax (“Vehicle Tax”), beginning January 1, 2026. Per statute, the tax may only be imposed or changed upon a year’s notice to the State, calculated from January 1 (meaning this Ordinance would need to be passed prior to January 1, 2025, in order to implement the change on January 1, 2026). The City may not change the tax schedule more than once every two years, and each change submitted will trigger a fee from the State to implement the changes.

The City of Cordova elected to impose the Vehicle Tax in 1999, as permitted by AS 28.10.431(j). Cordova’s existing code does not specify the tax schedule to be imposed. Presumably the City has received its allotment of the Vehicle Tax based on the State’s schedule since 1999. Municipalities are authorized to impose adjustments to the State’s tax schedule by ordinance under state statute.

Ordinance 1219 imposes rates that are slightly elevated from the State’s current schedule, as set forth in AS 28.10.431(b) and (1). The State statute showing the State’s schedules is attached here for comparison, as is a chart showing various municipality’s tax rates from 2022. The City Attorney has calls into the State to better understand how the State sets the tax rate (depreciation appears to be inconsistently considered, etc.). Municipalities across the State apply a patchwork of rates, some simply tying their municipal rate to the State schedule, others elevating certain or all categories of vehicles. All categories of vehicles are considered on an escalated basis for Council’s consideration in the Ordinance at introduction. The Ordinance also imposes a tax on permanently registered trailers within the City, which is also authorized by State statute and ensures that tax is collected upon permanent registration.

**CITY OF CORDOVA, ALASKA  
ORDINANCE 1219**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AMENDING CHAPTER 5.38, BIENNIAL MOTOR VEHICLE REGISTRATION TAX, TO  
INCREASE THE MOTOR VEHICLE REGISTRATION TAX LEVIED ON REGISTERED  
VEHICLES WITHIN THE CITY.**

**WHEREAS**, the City of Cordova elected in 1999 to come under the provisions of AS 28.10.431 which provides for the levy and collection by the State of a municipal motor vehicle registration tax for municipalities that elect to come under the provisions of that statute; and

**WHEREAS**, the City is authorized by statute to change the rates otherwise established by the State for the motor vehicle registration tax; and

**WHEREAS**, the City has not adjusted the municipal vehicle registration tax schedule set by statute since 1999; and

**WHEREAS**, the City Council has determined that upward adjustments should be made to reflect current economic conditions in order to collect those taxes necessary to better maintain and service City roads.

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

**Section 1.** Cordova City Code Chapter 5.38, Biennial Motor Vehicle Registration Tax is amended to read as follows:

**CHAPTER 5.38 BIENNIAL MOTOR VEHICLE REGISTRATION TAX**

**5.38.010** ~~Biennial motor vehicle registration tax.~~ **Election.**

**5.38.020** ~~Rate of levy.~~

**5.38.030** ~~Permanent registration – Trailers.~~

**5.38.010** – ~~Biennial motor vehicle registration tax.~~ **Election.**

A. The city hereby elects the levy of a **biennial** motor vehicle registration tax under AS 28.10.431, as amended. This election shall become effective as of January 1, 2001.

B. Motor vehicles subject to registration tax under AS 28.10.431 are exempt from use and ad valorem taxes.

**5.38.020 Rate of levy.**

~~Deleted language is stricken through and **added language is bold and underlined**~~



A. Pursuant to AS 28.10.431 there is levied in the City a biennial motor vehicle registration tax on those vehicles subject to the State’s motor vehicle registration fee under AS 28.110.411 and 28.10.421. Pursuant to AS 28.10.431(j) the City modifies the scheduled amount of tax imposed under subsections (b) and (l) of the statute according to the following schedules: The tax due is based on the age of the vehicle as determined by model year in the first year of the biennial period, in the amount set forth below:

<b>Tax According to Age of Vehicle Since Model Year</b>								
<b><u>Motor Vehicle</u></b>	<b><u>1st</u></b>	<b><u>2nd</u></b>	<b><u>3rd</u></b>	<b><u>4th</u></b>	<b><u>5th</u></b>	<b><u>6th</u></b>	<b><u>7th</u></b>	<b><u>8th or over</u></b>
<b><u>Motorcycle</u></b>	<b><u>20</u></b>	<b><u>20</u></b>	<b><u>20</u></b>	<b><u>20</u></b>	<b><u>20</u></b>	<b><u>20</u></b>	<b><u>20</u></b>	<b><u>20</u></b>
<b><u>Vehicles specified in AS 28.10.421(b)(1)(A) or (3)(A): Noncommercial passenger vehicles, motor homes, and low speed vehicles</u></b>	<b><u>150</u></b>	<b><u>140</u></b>	<b><u>130</u></b>	<b><u>120</u></b>	<b><u>110</u></b>	<b><u>100</u></b>	<b><u>90</u></b>	<b><u>70</u></b>
<b><u>Vehicles specified in AS 28.10.421(b)(1)(B): Taxicabs</u></b>	<b><u>150</u></b>	<b><u>140</u></b>	<b><u>130</u></b>	<b><u>120</u></b>	<b><u>110</u></b>	<b><u>100</u></b>	<b><u>90</u></b>	<b><u>70</u></b>
<b><u>Vehicles specified in AS 28.10.421(c)(1)-(4): commercial vehicles for hire based on unladen weight of:</u></b>								
<b><u>5,000 pounds or less</u></b>	<b><u>150</u></b>	<b><u>140</u></b>	<b><u>130</u></b>	<b><u>120</u></b>	<b><u>110</u></b>	<b><u>100</u></b>	<b><u>90</u></b>	<b><u>70</u></b>
<b><u>5,001-12,000 pounds</u></b>	<b><u>220</u></b>	<b><u>210</u></b>	<b><u>200</u></b>	<b><u>190</u></b>	<b><u>180</u></b>	<b><u>170</u></b>	<b><u>160</u></b>	<b><u>150</u></b>
<b><u>12,001-18,000 pounds</u></b>	<b><u>450</u></b>	<b><u>390</u></b>	<b><u>350</u></b>	<b><u>300</u></b>	<b><u>260</u></b>	<b><u>230</u></b>	<b><u>200</u></b>	<b><u>170</u></b>
<b><u>18,001 pounds and over</u></b>	<b><u>550</u></b>	<b><u>460</u></b>	<b><u>420</u></b>	<b><u>340</u></b>	<b><u>300</u></b>	<b><u>260</u></b>	<b><u>220</u></b>	<b><u>190</u></b>
<b><u>Vehicles specified in AS 28.10.421(b)(3)(B): Motor buses with a seating capacity for 20 or more persons and used</u></b>	<b><u>220</u></b>	<b><u>210</u></b>	<b><u>200</u></b>	<b><u>190</u></b>	<b><u>180</u></b>	<b><u>170</u></b>	<b><u>160</u></b>	<b><u>150</u></b>

Deleted language is stricken through and **added language is bold and underlined**

<u>exclusively for commercial purposes in the transporting of visitors or tourists</u>								
<u>Vehicles specified in AS 28.10.421(i)</u>	<u>17</u>	<u>15</u>	<u>13</u>	<u>10</u>	<u>7</u>	<u>5</u>	<u>4</u>	<u>4</u>
<u>Vehicles specified in AS 28.10421(d)(8): Amateur mobile radio station vehicles</u>	<u>150</u>	<u>140</u>	<u>130</u>	<u>120</u>	<u>110</u>	<u>100</u>	<u>90</u>	<u>70</u>
<u>Vehicles eligible for dealer plates under AS 28.10.421(d)(9)</u>	<u>100</u>							

**B. Notwithstanding subsection A of this section, there is an annual tax levied in the City upon motor vehicles specified in AS 28.10.421(c) and subject to the registration fee under AS 28.10.411 and AS 28.10.421 if the owner elects to register the vehicle annually as allowed under AS 28.10.108(f). The annual tax under this subsection shall be according to the following schedule:**

<u>Tax According to Age of Vehicle Since Model Year:</u>								
<u>Motor Vehicle</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>	<u>5th</u>	<u>6th</u>	<u>7th</u>	<u>8th or over</u>
<u>5,000 pounds or less</u>	<u>75</u>	<u>70</u>	<u>65</u>	<u>60</u>	<u>55</u>	<u>50</u>	<u>45</u>	<u>35</u>
<u>5,001-12,000 pounds</u>	<u>110</u>	<u>110</u>	<u>110</u>	<u>110</u>	<u>55</u>	<u>55</u>	<u>55</u>	<u>55</u>
<u>12,001-18,000 pounds</u>	<u>165</u>	<u>165</u>	<u>165</u>	<u>165</u>	<u>85</u>	<u>85</u>	<u>85</u>	<u>85</u>
<u>18,001 pounds or over</u>	<u>250</u>	<u>232</u>	<u>214</u>	<u>196</u>	<u>178</u>	<u>160</u>	<u>142</u>	<u>125</u>

**5.38.030 - Permanent registration—Trailers.**

**The City elects to allow permanent registration of trailers under AS 28.10.421(j). Pursuant to AS 28.10.431(j), there is established a tax on any trailer that is permanently registered under AS 28.10.421(j). The tax levied under this subsection is equal to the biennial rate established in subsection A., and is payable only once at the time a trailer is permanently registered in the City. The option for permanent registration under this subsection shall be available on January 1, 2026 and thereafter.**

~~Deleted language is stricken through and~~ **added language is bold and underlined**

**Section 2.** This ordinance shall be effective thirty (30) days after its passage and publication, however, the tax levied herein will not be imposed until 2026, per AS 28.10.431(j). This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading: August 7, 2024  
2nd reading and public hearing: \_\_\_\_\_

**PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.**

\_\_\_\_\_  
David Allison, Mayor

ATTEST:

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

**DRAFT**

~~Deleted language is stricken through~~ and **added language is bold and underlined**

**REGISTRATION FEES & BIENNIAL MVRT FOR VEHICLES WITH AN EXPIRATION DATE OF 2023 (Use last year's chart for vehicles with an expiration date of 2022.)**

The Registration Fee chart below lists the fee required by the state based on the type of vehicle, the residence address determines whether taxes are required prior to registering (renewing) a vehicle in Alaska, see the Tax Chart below. If the residence location is listed under "Taxable Location", find the "Vehicle Type" and then the vehicle model year to determine the tax amount.

Non-Commercial Registration Fees Biennial (24 months)		Commercial Registration Fees					Miscellaneous Fees		
Passenger, MH, Pickups & Cargo Van, APV	100	Biennial (13-24 months)		Annual (12 Months)		Title Issuance		15	
Farm Vehicles	68	0 – 5,000 pounds	180	0 – 5,000 pounds	90	Lien Recording on Title		15	
Trailers	30	5,001-12,000 pounds	268	5,001-12,000 pounds	134	DMV In-Person Renewal		10	
Motorcycles	60	12,001-18,000 pounds	516	12,001-18,000 pounds	258	Specialty Plate Transfer		5	
Tour Buses	300	18,001 & Over	662	18,001 & Over	331	Duplicate Paper Registration		2	
Taxicabs	160	Trailers (one time only)	20			Duplicate Plate and or Tab		5	
Off-Highway (not APV) 1, 2 or 3 seasons \$10 per season. Season = 2 years									

Tax Chart		Vehicle Model Year								
Taxable Location	Vehicle Type	2024	2023	2022	2021	2020	2019	2018	2017	2016 & Older
<b>Bethel (14)</b>	Non- Comm. Passenger, Motorhomes, Pickups & Cargo Vans Commercial (1-5,000) & Taxicabs, All-Purpose	151	151	124	96	69	49	35	24	20
	Non-Comm. Trailers & Motorcycles	21	21	19	16	13	9	6	5	5
	Commercial (5,001 - 12,000) & Tour Bus	248	248	193	151	124	96	69	41	28
	Commercial (12,001 - 18,000)	521	521	453	398	343	288	246	219	205
	Commercial (18,001 & Over)	645	645	549	466	398	343	288	233	205
<b>*Bristol Bay Borough (03)</b> King Salmon, Naknek, South Naknek	Non-Comm. Passenger, Motorhomes, Pickups & Cargo Vans Commercial (1 - 5,000), Taxicabs & Tour Bus , All-Purpose	145	145	135	125	115	105	95	80	70
	Non-Comm. Trailers & Motorcycles	20	20	20	20	20	20	20	20	20
	Commercial (5,001 - 12,000)	220	220	220	220	220	185	110	110	110
	Commercial (12,001 - 18,000)	480	480	480	480	400	320	320	320	320
	Commercial (18,001 & Over)	632	632	596	560	524	488	452	417	400
<b>Juneau (20)</b> Auke Bay, Douglas	Non-Comm. Trailers & Motorcycles	10	10	10	10	10	10	10	10	10
	Non-Comm. Passenger, Motorhomes, Pickups & Cargo Vans, All-Purpose	70	70	70	70	70	70	70	70	70
<b>KENAI (44)</b> Anchor Point, Clam Gulch, Cooper Landing, English Bay, Fritz Creek, Sterling, Tyonek, Homer, Hope, Kasilof, Moose Pass, Nanwalek, Nikiski, Nickoloevsk, Ninilchik, Port Graham, Seldovia, Seward, Soldotna, Halibut Cove,	Non-Comm. Passenger, Motorhomes, Pickups & Cargo Vans, All-Purpose	140	140	120	100	80	60	50	40	30
	Non-Comm. Trailers & Motorcycles	20	20	18	16	14	12	10	10	10
	Commercial (1 - 5,000) & Taxicabs	150	150	130	110	90	70	60	50	40
	Commercial (5,001 - 12,000) & Tour Bus	200	200	180	160	140	120	100	75	50
	Commercial (12,001 - 18,000)	300	300	260	220	180	140	100	80	60
Commercial (18,001 & Over)	400	400	350	300	250	200	150	100	70	
<b>KODIAK (33)</b> Akiok, Chiniak, Larsen Bay, Port Lions, Karluk, Old Harbor, Ouzinkie	Non-Comm. Passenger, Pickups & Cargo Vans , All-Purpose	300	300	300	240	240	200	200	180	140
	Non-Comm. Trailers & Motorcycles	40	40	40	40	40	40	40	40	40
	Non-Comm. Motorhomes	300	300	300	240	240	200	200	180	180
	Amateur Mobile Radio Station Vehicles	150	150	150	140	130	120	110	100	90
	Commercial (1 - 5,000) & Taxicabs & Tour Bus	300	300	300	260	260	240	240	200	180
\$30 Additional fee for Annual (12 month only) Registration for Commercial Vehicles	Commercial (5,001 - 12,000)	400	400	400	400	400	360	320	280	240
	Commercial (12,001 - 18,000)	600	600	600	560	560	480	480	440	400
	Commercial (18,001 & Over)	700	700	700	650	650	600	550	500	500

**REGISTRATION FEES & BIENNIAL MVRT FOR VEHICLES WITH AN EXPIRATION DATE OF 2023 (Use last year's chart for vehicles with an expiration date of 2022.)**

The Registration Fee chart below lists the fee required by the state based on the type of vehicle, the residence address determines whether taxes are required prior to registering (renewing) a vehicle in Alaska, see the Tax Chart below. If the residence location is listed under "Taxable Location", find the "Vehicle Type" and then the vehicle model year to determine the tax amount.

Taxable Location	Vehicle Type	Vehicle Model Year								
		2024	2023	2022	2021	2020	2019	2018	2017	2016 & Older
<b>*KETCHIKAN (07)</b> Loring, Saxman, Ward Cove	Non-Comm. Passenger, Motorhomes, Pickups & Cargo Vans Commercial (1 - 5,000), Taxicabs, All-Purpose	152	152	126	102	76	50	40	26	18
	Non-Comm. Trailers & Motorcycles	20	20	18	16	14	10	6	4	4
	Commercial (5,001 - 12,000) & Tour Bus	254	254	202	152	126	102	76	50	26
	Commercial (12,001 - 18,000)	530	530	454	404	352	302	252	226	200
	Commercial (18,001 & Over)	656	656	554	478	404	352	302	252	200
<b>*MAT-SU BOROUGH (30) &amp; ANCHORAGE / MOA (01)</b> MAT-SU: Big Lake, Chickaloon, Houston, Palmer, Skwentna, Sutton, Talkeetna, Trapper Creek, Wasilla, Willow MOA: Anchorage, Bird Creek, Chugiak, Eagle River, Eklutna, Elmendorf, Ft. Richardson, Girdwood, Indian, JBER & Peters Creek.	Non-Comm. Passenger, Motorhomes, Pickups & Cargo Vans Commercial (1 - 5,000), Taxicabs & Tour Bus, All-Purpose	150	150	140	130	120	110	100	90	70
	Non-Comm. Trailers & Motorcycles	20	20	20	20	20	20	20	20	20
	Commercial (5,001 - 12,000) & Tour Bus	220	220	220	220	220	220	110	110	110
	Commercial (12,001 - 18,000)	330	330	330	330	330	330	170	170	170
	Commercial (18,001 & Over)	500	500	464	428	392	356	320	284	250
<b>Dillingham (40)</b>	Non-Comm. Passenger, Motorhomes, Pickups & Cargo Vans Commercial (1 - 5,000), Taxicabs & Tour Bus, All-Purpose	145	145	119	92	66	47	34	23	19
	Non-Comm. Trailers & Motorcycles	20	20	18	16	12	8	6	5	5
	Commercial (5,001 - 12,000) & Tour Bus	238	238	185	145	119	92	66	40	26
	Commercial (12,001 - 18,000)	536	536	470	418	365	312	272	246	233
	Commercial (18,001 & Over)	655	655	563	484	418	365	312	259	233
<b>Unalaska (28)</b> Dutch Harbor(28)	Non-Comm. Passenger, Motorhomes, Pickups & Cargo Vans Commercial (1 - 5,000), Taxicabs, All-Purpose	221	221	199	177	155	139	128	119	116
	Non-Comm. Trailers & Motorcycles	17	17	15	13	10	7	5	4	4
	Commercial (5,001 - 12,000) & Tour Bus	198	198	154	121	99	77	55	33	22
	Commercial (12,001 - 18,000)	447	447	392	348	304	260	227	205	194
	Commercial (18,001 & Over)	546	546	469	403	348	304	260	216	194
<b>OTHER AREAS</b> Cordova (17), *Nenana (38), Nome (10), *Petersburg (39), Sitka (08), Whittier (49)	Non-Comm. Passenger, Motorhomes, Pickups & Cargo Vans Commercial (1 - 5,000), Taxicabs, All-Purpose	121	121	99	77	55	39	28	19	16
	Non-Comm. Trailers & Motorcycles	17	17	15	13	10	7	5	4	4
	Commercial (5,001 - 12,000) & Tour Bus	198	198	154	121	99	77	55	33	22
	Commercial (12,001 - 18,000)	447	447	392	348	304	260	227	205	194
	Commercial (18,001 & Over)	546	546	469	403	348	304	260	216	194
<b>Haines (04)</b>	All Vehicles	22	22	22	22	22	22	22	22	22

\*There are exceptions to the MVRT for vehicles outside the taxable boundaries or that share a zip code with a taxable location. For further information contact DMV to see if the vehicle is exempt or not.

## Important Notes for Using the Chart and Alaskan Vehicle Registration

**Registration Fee** is a standard fee assessed by the state based on the type of vehicle to be registered, passenger car, motorcycle trailer, commercial vehicle etc. This fee is prorated based on the number of months to be registered.

**Motor Vehicle Registration Tax (MVRT)** is a tax assessed by the municipality or borough of residence at the time of registration and is collected by the DMV. This fee is not prorated except for a commercial vehicle registering for 12 months. Not all areas collect this tax, see "Taxable Location" on the chart above. This fee is collected only during the original issuance or renewal of registration. The fee is based on the vehicles type and age or age and weight for commercial vehicles. It is not collected again if the vehicle changes ownership or residence location during the registration period unless registration is expired for another reason.

### Vehicle Age

A vehicle's model year is used to determine age when calculating registration taxes for the location in which it resides. A vehicle is always considered to be 1 year old during its model year and becomes a year older on January 1st the following year. The lowest category of fees for vehicles is 8 years of age or older. Example: 2020 Honda Civic becomes 4 years old on January 1st, 2023.

### Types of Vehicles

**Commercial** is for any vehicle or trailer that is used for commercial purposes except taxicabs, farm vehicles and tour buses that have their own specific fee category. Vehicles that weigh over 10,000lbs that are not motorhomes, and vehicles owned by a business or company including leased vehicles even if used for non-commercial purposes by the lessee are also registered commercially.

**Non-Commercial** is for any vehicle or trailer that is not a taxicab, tour bus, farm vehicle, off-highway or commercial.

**Taxicab** is a passenger vehicle, maintained for hire, which does not operate over a scheduled route.

**Tour Bus** is a vehicle that seats 20 or more passengers and is used exclusively in a business for transporting visitors and tourists.

**Farm Vehicle** is a vehicle owned by ranchers, farmers, dairymen as well as greenhouses and nurseries with a weight not exceeding 20,000lbs and is used exclusively for those operations.

**Motorcycle** is a vehicle manufactured for highway use designed to travel with no more than 3 wheels in contact with the ground most commonly having a saddle. This includes mopeds and autocycles.

**Trailer** is any vehicle commercial or non-commercial, designed for highway use, that is not self-propelled and is meant to be towed or pulled by another vehicle This does not include truck bed toppers or slide in truck campers.

**Off-Highway Vehicle:** any vehicle regardless of weight or ownership that is not manufactured to meet highway safety standards. This includes dirt bikes, ATVs and Snowmachines. Some Off-Highway vehicles may be registered as All-Purpose vehicles (APV) if they meet design and location requirements.

### Registration and Transfer of Ownership

When a vehicle registered in Alaska is sold the previously issued registration transfers to the new owner, including an expired registration. A license plate that is not personalized or special issue stays with the vehicle. A personalized or special issue plate is surrendered or retained by the previous owner without registration and a generic plate is issued during the transfer.

Vehicle registration does not transfer to the new owner and is expired when:

- The previous registration was obtained under an exemption except the military exemption. (See below)
- The vehicle is now being used commercially where previous registration was for a non-commercial vehicle

### Renewing Registration

Registration may be renewed within 3 months of the current expiration date or whenever a previous registration expired due to a transfer of ownership. Registration can never be issued for a period exceeding 24 months. Registration renewed not as part of a transfer of ownership and that is submitted in person, not by mail, online or at a DMV business partner is assessed a \$10 additional registration fee.

### Expired registration

For registration that is expired less than 12 months, unless the registration expired while being held by a licensed vehicle dealer, the registration date and fees are calculated from the date of expiration even if the new owner was not responsible for the lapse in registration. MVRT is calculated based on the tax year and age of the vehicle when it expired. This may require the tax chart of the previous year be used to calculate correct registration fees.

## Registration Exemptions

The list below contains non-commercial vehicle exemptions that may be granted to an individual upon original or renewal of registration.

Exemption	Eligibility Requirements	Fee Adjustments
Permanent Z-tab	Vehicles at least 8 years old or a trailer of any age residing in an eligible location in Alaska, may be registered permanently for an additional charge. This registration is expired when there is a transfer of ownership. See list of eligible locations: <a href="https://doa.alaska.gov/dmv/reg/Perm_Reg_areas.htm">https://doa.alaska.gov/dmv/reg/Perm_Reg_areas.htm</a>	\$25 additional charge to each vehicle registered in this way, normal registration, MVRT, title and lienholder fees
*Senior	The owner must be an Alaskan resident at least 65 years of age and is eligible to register one vehicle permanently. This exemption can be transferred to another vehicle if previous registration is surrendered.	No Registration or MVRT fees are collected only title and lienholder fees
*Mobility Disability	The owner must be an Alaskan resident with a permanent mobility disability as indicated by a completed Form 861 issued by a qualified Alaskan medical provider or have previously received the exemption in Alaska. They are eligible to register one vehicle permanently and receive plates with parking privileges.	No Registration or MVRT fees are collected only title and lienholder fees
*Disabled Veteran	The owner must be an Alaskan resident with proof of military discharge that was not dishonorable and a service-related disability of 50% or more by the Department of Veterans Affairs or their branch of service or have previously received the exemption in Alaska. They are eligible to register one vehicle permanently and receive a special issue plate.	No Registration or MVRT fees are collected only title and lienholder fees
*Alaska National Guard	The owner must be an Alaskan resident and present an SRB,ORB or VMPF issued within the last 30 days showing current Alaska National Guard membership. They are eligible to register one vehicle for two years with no registration or MVRT fee. This exemption can be renewed or transferred to another vehicle if still eligible for the exemption.	No Registration or MVRT fees are collected only title and lienholder fees
Active-Duty Military	The owner of a vehicle located in Alaska but who <b>is not</b> an Alaskan resident can present a pay stub showing current military service in any branch issued within the last 90 days. They are eligible to register any number vehicles in this way and are not charged MVRT. This may be renewed if still eligible for the exemption. Vehicles located outside the state must be owned by an Alaska Resident to qualify for the exemption.	No MVRT fees are collected only Registration, title, and lienholder fees
Alaskan Charitable Organization	Vehicles owned by Alaskan charitable or non-profit organizations, Alaska Native Tribal Village Councils, and church/religious organizations may present documentation of tax-exempt status from the IRS and may register any number of qualifying vehicles at a discounted rate and receive an "exempt" license plate.	\$10 Registration fee, title and lienholder fees collected. No MVRT is collected
*Gold Star Family	The owner of a vehicle who is a spouse, parent, guardian, brother, sister, or dependent of a US Armed Forces Service member killed in the line of duty presenting proof to connect family to the fallen soldier, ex. Report of Casualty (DD form 1300) may register one vehicle permanently and receive a special issue license plate.	No Registration or MVRT fees are collected only title and lienholder fees
Amateur Radio	The vehicle must be equipped with an antenna, a power supply, and wiring that are a permanent part of the vehicle and the owner (individual or organization) must hold a valid Federal Communication Commission (FCC) Amateur Radio Operator's License that is General Class or higher. They may register a vehicle at a discounted rate and receive a special issue license plate	No Registration fee is collected only MVRT, title and lienholder fees
Farm Vehicle	A vehicle that does not weigh more than 20,000lbs owned and used exclusively for the operation of a ranch, farm, dairy, nursery, or greenhouse. The owner must make a statement on the application, of full-time residency on the ranch or farm (not required for greenhouse), the main source of income is from that enterprise and the vehicle is used exclusively for that purpose. They may register qualifying vehicles at a discounted rate and receive a special issue "Farm" license plate.	Registration Fee is \$68, and title and lienholder fees are collected. No MVRT is collected.
Historic Vehicle	Must be a motor vehicle 30 years or more in age that is used for the primary purpose of historical exhibition and must be owned by an individual or trust and not a company or business. Eligible vehicle may be registered permanently at a discounted rate and receive a special issue "historic" plate or display an Alaska Plate of the same age issued by the state of Alaska.	\$10 dollar registration fee Title and lienholder fees collected. Personalized plate fee if using owner supplied plate and not special issue. No MVRT is collected.
Government Vehicle	Vehicles owned by Alaskan City or Municipal Governments are eligible to register them at a discounted rate and receive special issue "exempt" license plate.	\$10 Registration fee and title and lienholder fees are collected .no MVRT

Less common exemptions for Prisoners of War, Medal of Honor and Silver Star recipients, Low Speed and Experimental Vehicles are also available.

\*Individuals that qualify for a permanent exemption where no Registration fee or MVRT is collected may only receive the exemption on one vehicle at a time, even if qualified for multiple exemptions.

West's Alaska Statutes Annotated
Title 28. Motor Vehicles (Refs & Annos)
Chapter 10. Vehicle Registration, Liens, and Title (Refs & Annos)
Article 6. Fees and Charges

AS § 28.10.431

§ 28.10.431. Biennial motor vehicle registration tax

Currentness

(a) There is levied a motor vehicle registration tax within each municipality that elects, by passage of an appropriate ordinance, to come under this section. A municipality shall file a written notice of election with the department and may not rescind the notice for a subsequent fiscal year. The notice must be filed on or before January 1 of the year preceding the year election under this section is to become effective. If a municipality has, before October 15, 1978, levied a motor vehicle registration or ad valorem tax that has been repealed by a vote of the people at any regular or special municipal election, then the election provided for in this subsection is not effective until the ordinance passed by the local governing body has been approved by the people at the next regularly scheduled general or special municipal election.

(b) The biennial tax is levied upon motor vehicles subject to the registration fee under [AS 28.10.411](#) and [28.10.421](#) and is based on the age of vehicles as determined by model year in the first year of the biennial period, according to the following schedule:

Tax According to Age of Vehicle  
Since Model Year:

		1st	2nd	3rd	4th	5th	6th	7th	8th or over
Motor Vehicle									
(1)	motorcycle	\$ 17	\$ 15	\$ 13	\$ 10	\$ 7	\$ 5	\$ 4	\$ 4
(2)	vehicles specified in AS 28.10.421(b)(1)(A) or (3)(A)	121	99	77	55	39	28	19	16
(3)	vehicles specified in AS 28.10.421(b)(1)(B)	121	99	77	55	39	28	19	16
(4)	vehicles specified in AS 28.10.421(c)(1)-(4)								
	5,000 pounds or less	121	99	77	55	39	28	19	16



**§ 28.10.431. Biennial motor vehicle registration tax, AK ST § 28.10.431**

	5,001-12,000 pounds	198	154	121	99	77	55	33	22
	12,001-18,000 pounds	447	392	348	304	260	227	205	194
	18,001 pounds or over	546	469	403	348	304	260	216	194
(5)	vehicles specified in AS 28.10.421(b)(3)(B)	198	154	121	99	77	55	33	22
(6)	vehicles specified in AS 28.10.421(j)	17	15	13	10	7	5	4	4
(7)	vehicles specified in AS 28.10.421(d)(8)	121	99	77	55	39	28	19	16
(8)	vehicles eligible for dealer plates under AS 28.10.421(d)(9)	88.							

(c) The registration tax shall be levied, collected, enforced, and otherwise administered in the same manner as provided for the registration fees in this chapter. Only one registration tax may be collected with respect to the same motor vehicle in the year for which the tax is paid.

(d) If a person has paid both the registration fee levied in [AS 28.10.411](#) and [28.10.421](#) and the registration tax levied in this section, and the department determines that the payor is entitled to a refund in whole or in part of the registration tax, the department shall make the refund to which the person is entitled. A refund may not be made unless application for a refund is filed with the department by December 31 of the year following the year for which the refund is claimed.

(e) The department shall refund money collected under this section, less eight percent as collection costs, to a municipality for which the money was collected, as determined by (1) the address of residence of an individual required to pay the tax, or (2) the situs of the vehicle if the vehicle is not owned by an individual; the tax situs is the location at which the motor vehicle is usually, normally, or regularly kept or used during the registration period. For the first year in which the tax is levied within a municipality, the department may retain actual costs of collection of the tax within the municipality as determined by the department.

(f) Money received by an organized borough under this section shall be allocated by the borough by ordinance for city, area outside city, and service area purposes within the borough.

(g) Payment of the registration tax is in lieu of all local use taxes and ad valorem taxes on motor vehicles subject to the tax. A municipality which elects to come under the provisions of this section may not levy use or ad valorem taxes on motor vehicles subject to the registration tax during a fiscal year in which the election is in effect.

(h) A vehicle owned by a former prisoner of war exempted from registration fees under [AS 28.10.421\(d\)\(11\)](#) is subject to a motor vehicle registration tax under this section.

(i) Repealed.

(j) A municipality that imposes a motor vehicle registration tax as described under (a) of this section may also, by passage of an appropriate ordinance, increase the scheduled amount of tax described under (b) or (l) of this section, establish a tax for a motor vehicle that is permanently registered under AS 28.10.155, or establish a tax for a trailer that is permanently registered under AS 28.10.421(j). A municipality that chooses to change the tax imposed under (b) or (l) of this section or establishes a tax for permanently registered motor vehicles or trailers shall file a written notice of the change with the department by January 1 of the year preceding the year in which the change in tax is to take effect. A municipality may not change the amount of the tax imposed under this section more than once every two years. The department may charge a municipality a one-time fee to cover the cost to the department of implementing a change under this subsection.

(k) A vehicle registration application and renewal application for vehicles subject to a municipal vehicle registration tax shall itemize the total amount due in a manner that separately shows the amount of vehicle registration tax imposed by the municipality.

(l) Notwithstanding (b) of this section, an annual tax is levied upon vehicles specified in AS 28.10.421(c) and subject to the registration fee under AS 28.10.411 and 28.10.421 if the owner elects to register the vehicle annually as allowed under AS 28.10.108(f). The tax is based on the age of the vehicle as determined by model year according to the following schedule:

**Tax According to Age of  
Vehicle Since Model Year:**

	1st	2nd	3rd	4th	5th	6th	7th	8th or over
<b>Motor Vehicle</b>								
5,000 pounds or less	\$ 66	\$ 55	\$ 44	\$ 33	\$ 22	\$ 17	\$ 11	\$ 8
5,001-12,000 pounds	110	88	66	55	44	33	22	11
12,001-18,000 pounds	240	207	185	163	141	119	107	97
18,001 pounds or over	295	251	218	185	161	141	119	97.

**Credits**

SLA 1978, ch. 178, § 7; SLA 1984, ch. 151, § 3; SLA 1986, ch. 138, § 48; SLA 1991, ch. 90, § 28; SLA 1992, ch. 30, § 34; SLA 1993, ch. 63, § 61; SLA 1996, ch. 44, §§ 14, 15; SLA 1996, ch. 76, § 1; SLA 1997, ch. 5, §§ 3, 4; SLA 1997, ch. 32, § 29; SLA 1999, ch. 5, §§ 4--6. Amended by SLA 2014, ch. 50, §§ 6, 7, eff. Jan. 1, 2015; SLA 2014, ch. 80, § 8, eff. Jan. 1,

2015.

AS § 28.10.431, AK ST § 28.10.431

Current with amendments received through chapters 10, 12 to 15, Executive Orders 125, 133 to 135 of the 2024 Second Regular Session of the 33rd Legislature. Some sections may be more current than others.

---

End of Document

© 2024 Thomson Reuters. No claim to original U.S. Government Works.



**AGENDA ITEM # 17**  
**City Council Meeting Date: 8/7/2024**  
**CITY COUNCIL COMMUNICATION FORM**

---

**FROM:** Kevin Johnson, Public Works Director  
**DATE:** 7/31/24  
**ITEM:** Resolution 08-24-30 Amending the 2024 fee schedule for the Refuse Department

---

ORDINANCE  
 RESOLUTION

INFORMATION  
 MOTION

---

**I. REQUEST OR ISSUE:** The request is for City Council to approve resolution 08-24-30 that amends the 2024 Fee Schedule by adding the following fees to the Refuse section:

1. Adding a fee for the acceptance of non-household batteries
2. Adding a fee for the repair of damaged dumpsters

**II. RECOMMENDED ACTION / NEXT STEP:** Staff recommends that the Council open discussion of the topic with the following motion: “I move to approve Resolution 08-24-30 amending the 2024 Fee Schedule as proposed.”

**III. FISCAL IMPACTS:** The new fees will reduce costs incurred by the city refuse department for the disposal of non-household battery hazardous waste and pass the cost of damaged city dumpsters to the entity that caused the damage.

**IV. BACKGROUND INFORMATION:** Non-Household Batteries: As the Refuse Division refines their hazardous waste acceptance policy it has been determined that a fee is needed for the acceptance of non-household batteries. After researching other communities’ fees as well as disposal costs, it was determined that the fee should be \$12.00 per battery. This will be reassessed each year to determine if the fee is adequate to cover disposal costs. No fee will be charged for regular household batteries such as those from power tools or other similar batteries.

Dumpster Damage Repairs: The Refuse Division supplies dumpsters to many entities around town. Unfortunately, these dumpsters sometimes get damaged by improper use and the city is forced to eat the cost in materials and labor to repair them. With the cost of dumpsters constantly increasing, this is not a cost that the city can continue to absorb. The Refuse Division has proposed to amend the fee schedule to include a charge for the repair of dumpsters that are damaged by the entity using them. This charge would be the actual cost of materials plus the existing hourly labor rate that it takes to complete the repair.

**V. SUMMARY AND ALTERNATIVES:** The Refuse Division requests that the 2024 Fee Schedule be amended to add two additional fees. The first being a fee to assist in covering the cost of hazmat disposal of non-household batteries. The second being a fee that passes on the cost of repairing dumpster damage that is caused by the users.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 08-24-30**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING  
THE REFUSE DIVISION SECTION OF THE 2024 FEE SCHEDULE WHICH HAD BEEN  
APPROVED BY RESOLUTION 12-23-35 ON DECEMBER 20, 2023**

**WHEREAS**, the Council of the City of Cordova, Alaska, determines annually, by resolution, the fees, rates and charges for city services that are not otherwise established by ordinance or other applicable law; and

**WHEREAS**, within the Refuse Division section of the fee schedule a new fee will be established to help offset the cost of disposing of non-household batteries; and

**WHEREAS**, within the Refuse Division section of the fee schedule a new fee will be established to cover the costs of repairing dumpsters that are damaged by the entity that is renting the dumpster when the damage is caused by misuse or mishandling of the dumpster; and

**NOW, THEREFORE, BE IT RESOLVED** that the Council of the City of Cordova, Alaska, hereby approves the amendments as attached here to the original fee schedule adopted as Resolution 12-23-35 on December 20, 2023, and directs the City Clerk to attach it as an addendum to that resolution; the corrections and/or additions are shown as **bold and underlined**.

**BE IT FURTHER RESOLVED** that all City fees, rates and charges shall remain in effect until changed by further action of the City Council.

Public Hearing: August 7, 2024

**PASSED AND APPROVED THIS 7<sup>th</sup> DAY OF AUGUST 2024**

\_\_\_\_\_  
David Allison, Mayor

ATTEST:

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

Changes to 2024 Fee Schedule

**City of Cordova - Refuse Department 2024 Fees & Rates**

<b>Baler</b>		
<i>disposal fees</i>	<i>unit</i>	<i>rate</i>
Residential & Commercial Refuse	cubic yard	\$7.21
Construction & Demolition (C&D) Materials	cubic yard	\$11.37
Hazardous Materials	gallon	\$10.61
<b>Non-Household Batteries</b>	<b>each</b>	\$12.00
Asbestos Materials*	cubic yard	\$138.65
Scrap Metal	cubic yard	\$20.59
Gill Nets	each	\$75.00
Seine Nets	each	\$100.00
Major Household Appliances – per item		\$10.26
Refrigerators, freezers & other w/ Freon** per item		\$61.03

\*Customer must give 2 weeks advanced noticed and receive approval prior to dumping.

\*\*Certificate of refrigerant removal required to receive Major Household Appliance rate.

**Dumpster Placement, Rental, & Tipping**

**NO HAZARDOUS CONTENTS ALLOWED IN DUMPSTERS**

Do not compact materials in dumpster. Recycling Dumpsters are for cardboard or aluminum only. Contents must be clean and separated to be eligible for reduced rates.

<i>Dumpster Placement, Removal, or Repair</i>	<i>rate</i>
Regular Dumpster (4-8 cubic yard)	\$66.24
20' Enclosed Conex for Recycling	\$132.49
<b>Repair of damaged dumpster</b>	<b>actual material &amp; labor costs</b>
<i>Dumpster Rental</i>	<i>rate</i>
4 cubic yard dumpster	\$46.58/month
6 cubic yard dumpster	\$68.34/month
8 cubic yard dumpster	\$91.62/month
20 cubic yard dumpster - 7-day rental	\$231.86 (Includes placement and removal fees)
20' enclosed connex for recycling	\$132.49/month

<i>Dumpster Tip</i>	<i>reg. rate</i>	<i>Sun. rate</i>	<i>Holiday rate</i>
4 cubic yard dumpster - each	\$68.34	\$102.51	\$170.85
6 cubic yard dumpster - each	\$104.04	\$156.07	\$260.10
8 cubic yard dumpster - each	\$138.22	\$207.33	\$345.55
20 cubic yard dumpster - each	\$300.74	\$451.11	\$751.85
20' enclosed connex - each	\$231.86	\$347.79	\$579.65
Additional tip	full charge of applicable rate per pick up		
Removal of compacted dumpster materials	\$231.53		
Laborer per hour	\$87.52	\$131.28	\$218.80



**AGENDA ITEM # 18**  
**City Council Meeting Date: 8/7/24**  
**CITY COUNCIL COMMUNICATION FORM**

**FROM:** Kevin Johnson, Public Works Director / Acting City Planner  
**DATE:** 7/29/24  
**ITEM:** Letter of Interest, Lot 15A, Block 5, Odiak Park (Center Drive)  
**NEXT STEP:** City Council Discussion and Decision on Disposal and Disposal Method

ORDINANCE                       INFORMATION  
 RESOLUTION                       MOTION

**I. REQUEST OR ISSUE:**

Requested Actions:                      Make Decision on Disposal and Disposal Method  
Applicant:                                      Emily Anderson  
Legal Description:                      Lot 15A Block 5 Odiak Park (Center Drive)  
Area:    Approximately 10,584 Sq. Ft.  
Zoning:    Medium Density Residential  
Attachments:                                      Location Map, Letter of Interest

**II. RECOMMENDED ACTION / NEXT STEP:** Staff has provided the following motions for the City Council to open the agenda item for discussion:

“I move to dispose of a remnant of Lot 15A, Block 5, Odiak Park Subdivision, as outlined in Cordova Municipal Code 5.22.060 B by \*”

Choose one of the following to insert for the asterisk:

1.     Negotiating an agreement with Emily Anderson to lease or purchase the property.
2.     Requesting sealed proposals to lease or purchase the property.
3.     Inviting sealed bids to lease or purchase the property.
4.     Offering the property for lease or purchase at public auction.

Alternate motion:

“I move to not dispose of Lot 15A, Block 5, Odiak Park Subdivision”



**III. FISCAL IMPACTS:** The city would receive the money from the sale of the property and the property would become part of the city's tax base increasing property tax collection in the future along with sewer, water, and garbage fees. Sales tax revenue would also increase from the proposed rental unit.

**IV. BACKGROUND INFORMATION:** Emily Anderson has submitted a Letter of Interest to purchase Lot 15A, Block 5 of the Odiak Park Subdivision, located along Center Drive, for the purpose of constructing a duplex. They would live in one side and rent out the other side.

The property is zoned Medium Density Residential which allows for one, two, and multifamily dwellings and boarding houses. The site is currently undeveloped, but has utilities (water, sewer, power, etc.) within the street adjacent to the property.

The property has been shown as available on the Land Disposal Maps since at least 2015 (earliest maps I came across) but is believed to be shown as available earlier, as there was a Letter of Interest submitted for this property in 2007. This property has been known as available to the public for over a decade at this point.

The Planning Commission reviewed the letter of interest at their 7/9/24 regular meeting. At that meeting they passed a motion recommending that the City Council disposal of the lot by directing staff to publish a 30-day Request for Proposals. All commissioners were excited to see interest in the lot being developed. Some commissioners voiced opposition to going out for RFP as the lot has been available for over a decade, however they did not motion to amend the vote as they felt that it was a waste of time since City Council will likely go out for RFP anyway.

**V. LEGAL ISSUES:** No legal concerns. Any Lease or Purchase and Sale Agreement would be reviewed with legal prior to finalizing.

**VI. SUMMARY AND ALTERNATIVES:** City Council could choose to dispose of the land or not.

Emily Anderson  
PO Box 1313  
Cordova, AK, 99574  
emilysanderson21@hotmail.com  
(907)687-3040

City of Cordova Council and Planning Commission  
601 First Street  
Cordova, AK, 99574

Planning Commission Board members and Council members,

I am reaching out to convey my interest in purchasing the property situated at 916 Center Drive, Lot 15A, as indicated on the city land disposal maps. After conducting thorough research and visiting the site, I am convinced that this property perfectly aligns with my needs and aspirations. My plan is to build a multi-family home in the form of a duplex, live in one side and rent out the other.

I am financially prepared to make a competitive offer, ensuring a smooth and efficient transaction process. I am eager to discuss the terms and any further steps required to move forward with this purchase.

Thank you for considering my interest in this property. I look forward to the possibility of making it our new home and contributing positively to the housing shortage in this community. Please feel free to contact me at (907)687-3040 to discuss this further.

Sincerely,

Emily Anderson



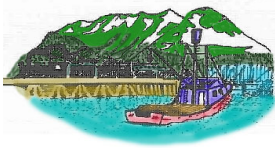
CHASE AVENUE

SUBJECT PROPERTY



CENTER DRIVE

COPPER RIVER HIGHWAY



**City Council of the City of Cordova, Alaska**  
**Pending Agenda**  
**August 7, 2024 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) Public Safety Resources - discussion   | 1/20/2021 |
| 2) Ordinance change ( <b>Title 4</b> ) to ensure Council has a role in CBA approval process   | 9/6/2023  |
| 3) Council discussion about incentives for investment in Cordova  | 11/3/2021 |
| 4) Revenues (head tax, <u>mv fees</u> , <u>airline landing tax</u> , etal) - explore alternate revenues in '24<br><u>mv fees</u> , <u>airline landing</u> - ords first reading 8/7/24 | 12/6/2023 |
| 5) Facility condition assessments part 2 work session (did P&R on 4-19-23) - <b>Oct '23</b>   | 9/6/2023  |
| 6) City Code re: procurement, Manager spending limit trigger in a code provision  | 4/19/2023 |
| 7) Discuss/create a policy for established timeframes for review of City ongoing contracts  | 9/6/2023  |
| 8) Explore methods to capture tourism dollars by requiring arriving RVs to use paid facilities  | 9/6/2023  |
| 9) Strategic planning work session (goal setting), to include Permanent Fund and other priorities   | 2/21/2024 |
| 10) Bonding for City streets - explore for when asphalt plants will be in town during other projects  | 4/3/2024  |

**B. Resolutions, Ordinances, other items that have been referred to staff** date referred

- |   |            |
|---|------------|
| 1) <b>Disposal of PWSSC Bldg</b> - referred until more of a plan for north harbor so the term of RFP would be known | 1/19/2022  |
| 2) <b>Res 12-18-36</b> re E-911, will be back when a plan has been made   | 12/19/2018 |

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

- 1) Capital Priorities List, Resolution 01-24-01, is in each packet - if 2 council members want to revisit the resolution they should mention that at Pending Agenda and it can be included in the next packet for action
- 2) Staff quarterly reports will be in the following packets:
 

<b>10/16/2024</b>	<b>1/15/2025</b>	<b>4/16/2025</b>	<b>7/16/2025</b>
-------------------	------------------	------------------	------------------
- 3) Joint City Council and School Board Meetings - twice per year, May & October  
before Council mtg in **May** 6pm @ CHS before Sch Bd mtg **Oct. or Nov.**
- 4) Clerk's evaluation - each year in **Feb** (before Council changeover after Mar election) - next **Feb '25**
- 5) Manager's evaluation - each year in **Jan** - next one **Jan '25**
- 6) In **May** each year City will provide public outreach regarding beginning of bear season photo by Wendy Ranney
- 7) Ord 1217 Title 5 rewrite - first reading property tax portion on **6/5/24** 2nd reading **7/3 & 8/7/24**  
\* sales tax portion of this forthcoming **late summer/fall 24**
- 8) Each year in **June** Council will approve by Resolution, the School's budget and City's contribution



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

item for action	tasking which staff: Manager/Clerk?	proposed date
1) ...		
2) ...		
3) ...		

Mayor Allison 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  
August 7, 2024 Regular Council Meeting**

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

- |   |   |  |
|---|---|--|
| <p><b>1) Fisheries Advisory Committee:</b><br/>re-auth res 01-20-04 approved Jan 15, 2020<br/>auth res 04-03-45 approved Apr 16, 2003</p>           | <p>1-John Williams (fisheries educ/Mar Adv Prgm)<br/>3-vacant (processor rep)<br/>5-Chelsea Haisman (fish union/CDFU)</p> | <p>2-Jeremy Botz (ADF&amp;G)<br/>4-Jim Holley (marine transportation/AML)<br/>6-Tommy Sheridan (aquaculture)</p> |
| <p><b>2) Cordova Trails Committee:</b><br/>re-auth res 11-18-29 app 11/7/18<br/>auth res 11-09-65 app 12/2/09</p>                                   | <p>1-Elizabeth Senear<br/>3-Dave Zastrow<br/>5-Stormy Haught</p>  | <p>2-Toni Godes<br/>4-Ryan Schuetze<br/>6-Michelle Hahn</p>  |
| <p><b>3) Fisheries Development Committee:</b><br/>authorizing resolution 12-16-43<br/>reauthotrization via Res 11-19-51<br/>approved 11/20/2019</p> | <p>1-Warren Chappell<br/>4-Gus Linville<br/>7- Ron Blake</p>  | <p>2-Andy Craig<br/>5-vacant<br/>8- John Whissel<br/>3-Bobby Linville<br/>6-Bob Smith</p>                        |

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

- |  |  |                                    |
|--|--|------------------------------------|
| <p><b>1) Prince William Sound Regional Citizens Advisory Council</b></p>         | <p><b>David Janka</b> appointed March 2024</p>   | <p>2 year term until May 2026</p>  |
| <p><b>2) Prince William Sound Aquaculture Corporation Board of Directors</b></p> | <p><b>Tommy Sheridan</b> appointed June 2024</p> | <p>3 year term until Sept 2024</p> |
| <p><b>3) Alaska Mariculture Alliance</b></p>                                     | <p><b>Sean Den Adel</b> appointed March 2024</p> | <p>no specific term</p>            |

**CITY OF CORDOVA, ALASKA  
RESOLUTION 01-24-01**

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

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

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

**Port and Harbor**

- North Harbor Efficiency and Safety
  - Stabilize Breakwater Ave through sheet piling to create usable uplands for industrial, commercial, Harbor and associated uses.
  - Improve pedestrian safety by creating a sidewalk and boardwalk system to navigate between the north and south harbors.
  - Provide additional cranes, laydown areas, and in-harbor fuel services.
- Waste Oil/Maintenance Building
- Shipyard Expansion
- Harbor Basin Expansion

**Water Upgrades**

- Improve water delivery during peak water usage.
- Booster station at Murchison tank to improve water delivery during peak flow.
- Permanent siphon at Crater Lake to improve water delivery during peak flow.
- Upgrade Pipe Infrastructure.
- Upgrade pump stations and equipment.
- Feasibility Study services and Fire Protection (hydrants) to Outlying Areas
- Water distribution upgrades

**Sewer Upgrades**

- Replacement/upgrade of Wastewater plant and Scada.
- Replacement/Upgrades of Lift Stations.
- Replacement of Force main in Odiak Slough.
- Upgrade Pipe Infrastructure.

**Streets Infrastructure and Equipment**

- 6th and 7th Streets Upgrades
- Chase Avenue Upgrades
- Replace/Upgrade pedestrian walkways (4th and Adams) (Council Street), and (2nd Street to Main)
- Wheeled Loader
- Road Grader
- Backhoe

**Water Services and Fire Protection (hydrants) to Outlying Areas – Feasibility Study**

**Public Safety**

- E-911 Implementation
- Acquire and integrate new hardware to fully utilize the new E-911 addressing.
- Replace Failing RMS
- Replace Dispatch Console
- Replace Radio Structure on Ski Hill
- Engineering and Preliminary Design of Public Safety Building
- Prep Site

**Recreational Safety and Development**

- Pool Infrastructure
  - Door and Siding Replacements and CMU Joint Repairs
  - Pool Cover Replacement
  - Pool Roof Replacement
  - Ventilations Remodel/Replacement
  - Electrical Distribution System Replacement
  - ADA Compliance and Parking Area re-grade.

- Bidarki Recreation Center
  - Structural Repair
  - Code and Ada Compliance
  - Facility Improvements

- Eyak Lake Skater’s Cabin
  - Demolish and replace.

- Playground Renovations
  - Replacement of swing set at Noel Pallas Children’s Memorial Playground

- Parks Restrooms/Buildings/Structures
  - Ballfield/Cordova Municipal Park Restroom/Concession Stand – Code and ADA Compliance
  - Fleming Spit Restroom Replacement
  - Odiak Pond Boardwalk and Gazebo – Code and ADA Compliance
  - Odiak Camper Park Restrooms/Facility Improvements – Code and ADA Compliance.
  - Parks Maintenance Shop Facility Improvements – Code Compliance

- Ski Hill Improvements

**Land Development**

- Housing
- Cold Storage
- Harbor Basin Expansion

and;

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

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

**PASSED AND APPROVED THIS 17<sup>th</sup> DAY OF JANUARY 2024**



*[Handwritten signature]*

David Allison, Mayor

ATTEST:

*[Handwritten signature]*

Susan Bourgeois, CMC, City Clerk

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

### Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
<b>Mayor:</b> 3 years	<b>David Allison</b> <a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>	March 1, 2022	March-25
Council members:			
Seat A: 3 years	<b>Tom Bailer</b> <a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a>	March 1, 2022 March 5, 2019	March-25
Seat B: 3 years	<b>Cathy Sherman</b> <a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a>	March 7, 2023 March 3, 2020	March-26
Seat C: 3 years	<b>Kasey Kinsman, Vice Mayor</b> <a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a>	March 7, 2023	March-26
Seat D: 3 years	<b>Wendy Ranney</b> <a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a>	March 5, 2024 July 5, 2023	March-27
Seat E: 3 years	<b>David Zastrow</b> <a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a>	March 5, 2024	March-27
Seat F: 3 years	<b>Kristin Carpenter</b> <a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a>	March 1, 2022	March-25
Seat G: 3 years	<b>Ken Jones</b> <a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a>	March 1, 2022	March-25

elected by cncl

### Cordova School District School Board of Education - Elected

length of term		Date Elected	Term Expires
3 years	<b>Barb Jewell, president</b> <a href="mailto:bjewell@cordovasd.org">bjewell@cordovasd.org</a>	Mar 1, 2022, Mar 5, 2019, Mar 1, 2016, Mar 5, 2013	March-25
3 years	<b>Henk Kruithof</b> <a href="mailto:hkruithof@cordovasd.org">hkruithof@cordovasd.org</a>	March 5, 2024 March 2, 2021	March-27
3 years	<b>Terri Stavig</b> <a href="mailto:tstavig@cordovasd.org">tstavig@cordovasd.org</a>	March 1, 2022	March-25
3 years	<b>Peter Hoepfner</b> <a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a>	Mar 5, 2024, Mar 2, 2021, Mar 6, 2018, Mar 3, 2015, Mar 6, 2012, Mar 3, 2009, Mar 7, 2006	March-27
3 years	<b>David Glasen</b>	March 7, 2023	March-26

seat up for re-election in Mar '25	<b>vacant</b>
board/commission chair/vice	
seat up for re-appt in Nov '24	

(updated 07-29-24)



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

## Hospital Services - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	<b>Diane Ujioka</b> <a href="mailto:CCMCBoardSeatC@cdvcmc.com">CCMCBoardSeatC@cdvcmc.com</a>	March 5, 2024 December 19, 2023	March-27
3 years	<b>Ann Linville</b> <a href="mailto:CCMCBoardSeatA@cdvcmc.com">CCMCBoardSeatA@cdvcmc.com</a>	March 1, 2022	March-25
3 years	<b>Shelly Kocan</b> <a href="mailto:CCMCBoardSeatB@cdvcmc.com">CCMCBoardSeatB@cdvcmc.com</a>	July 25, 2023	March-25
3 years	<b>Liz Senear</b> <a href="mailto:CCMCBoardSeatD@cdvcmc.com">CCMCBoardSeatD@cdvcmc.com</a>	March 5, 2024 March 2, 2021	March-27
3 years	<b>Kelsey Appleton Hayden, Chair</b> <a href="mailto:CCMCBoardSeatE@cdvcmc.com">CCMCBoardSeatE@cdvcmc.com</a>	March 7, 2023 March 3, 2020	March-26

## Library Board - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Mary Anne Bishop, Chair</b>	Nov '06, '10, '13, '16, '19, Dec '22	November-25
3 years	<b>Debra Adams</b>	Dec '21	November-24
3 years	<b>Sherman Powell</b>	June '18, Feb '20, Jan '23	November-25
3 years	<b>Mark Donachy</b>	Dec '23	November-26
3 years	<b>Krysta Williams</b>	Feb '18, Dec '20, Dec '23	November-26

## Planning Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Kris Ranney</b>	Dec '22	November-25
3 years	<b>Mark Hall, Vice Chair</b>	Nov '19, Dec '22	November-25
3 years	<b>Sarah Trumblee</b>	Dec '20, Dec '23	November-26
3 years	<b>Tania Harrison, Chair</b>	Mar '22	November-24
3 years	<b>Gail Foode</b>	Dec '23	November-26
3 years	<b>Chris Bolin</b>	Sep '17, Nov '18 Dec '21	November-24
3 years	<b>Sean Den Adel</b>	Dec '23	November-26

seat up for re-election in Mar '25	<b>vacant</b>
board/commission chair	
seat up for re-appt in Nov '24	

(updated 07-29-24)

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

## Harbor Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Ryan Schuetze	Dec '23	November-26
3 years	<b>Andy Craig, Chair</b>	Nov '16, '19 & Dec '22	November-25
3 years	Garrett Collins	Dec '23	November-26
3 years	Ken Jones	Feb '13, Nov '16, Nov '19, Dec '22	November-25
3 years	<b>Christa Hoover</b>	Dec '21	<b>November-24</b>
3 years	Hein Kruithof	Dec '23	November-26
3 years	<b>Tommy Sheridan</b>	Sept '22	<b>November-24</b>

## Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	<b>Jim Fritsch</b>	May '24	<b>November-24</b>
3 years	Henk Kruithof	Nov '19, Dec '22	November-25
3 years	<b>Aaron Hansen, Chair</b>	Dec '21	<b>November-24</b>
3 years	Kara Rodrigues	Dec '23	November-26
3 years	Marvin VanDenBroek	Feb '14, Nov '16, Nov '19, Dec '22	November-25
3 years	Jason Ellingson	Mar '23	November-25
3 years	Erin Cole	May '24	November-26

## Historic Preservation Commission - Appointed











length of term		Date Appointed		Term Expires
3 years	Kris Ranney, PC member	Mar '23	appt'd by PC	November-25
3 years	Heather Hall, professional member	Aug '16, Feb '20, Mar '23		November-25
3 years	Sylvia Lange, NVE member	Nov '22, Nov '19	appt'd by NVE	November-25
3 years	Christy Mog, professional member	Dec '23		November-26
3 years	<b>Ashley Bivin, historical society member</b>	Dec '23		<b>November-24</b>
3 years	<b>Nancy Bird, professional member</b>	Nov '17, Nov '18		<b>November-24</b>
3 years	Jim Casement, public member	Dec '21		
3 years		Dec '23		November-26

seat up for re-election in Mar '24	<b>vacant</b>
board/commission chair	
seat up for re-appt in Nov '24	

(updated 07-29-24)

# August 2024

CALENDAR MONTH	AUGUST
CALENDAR YEAR	2024
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4 10am-3pm <b>Paws in the Pool</b> 	5  8am-3pm	6	7 6:45 Public hearing 7:00 Council reg mtg CCAB	8	9  Hanseatic Spirit in Cdv 8/9 2pm-12am	10  10am-3pm
11	12  8am-3pm	13 6:30 P&Z CCAB	14 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	15	16  <b>ALASKA STATE FAIR</b> AUGUST 16 - SEPTEMBER 2	17
18	19  8am-3pm	20 <b>Primary ELECTION</b> August 20, 2024 5:30 CTC Board Meeting CCER	21 CSD school year starts <b>FIRST DAY OF SCHOOL</b> 7:00 Council reg mtg CCAB	22	23	24 10am-2pm <b>Ski Hill Gutbuster Run/Walk</b> 
25	26  8am-3pm	27 6:00 P&R CCM	28 6:00 CEC Board Mtg CCER	29 12:00 Hosp Svc Bd HCR	30  <b>ALASKA STATE FAIR</b> AUGUST 16 - SEPTEMBER 2	31
1	2	<b>Notes</b>				

Legend:  
 CCAB-Community Rms A&B  
 CCM-Mayor's Conf Rm  
 HSL-High School Library  
 CCA-Community Rm A

CCB-Community Rm B  
 CCRG-Copper River Gallery  
 HCR-CCMC Conference Room







LN-Library Fireplace Nook  
 CRG-Copper River Gallery  
 HCR-CCMC Conference Room

Cncl - 1st & 3rd Wed  
 P&Z - 2nd Tues  
 SchBd, Hrb Cms - 2nd Wed  
 CTC - 3rd Tues

P&R - last Tues  
 CEC - 4th Wed  
 Hosp Svcs Bd - last Thurs

# September 2024

CALENDAR MONTH	SEPTEMBER
CALENDAR YEAR	2024
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1  <b>ALASKA STATE FAIR</b> AUGUST 16 – SEPTEMBER 2	2  8am-3pm Sept 2 Labor Day Holiday City Hall Offices Closed	3	4 7:00 Council reg mtg CCAB	5 	6	7
8 	9 CSD Labor Day Holiday Sept 2	10 6:30 P&Z CCAB	11 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	12	13 	14
15 	16	17 5:30 CTC Board Meeting CCER	18 7:00 Council reg mtg CCAB	19	20	21
22	23	24 6:00 P&R CCM	25 6:00 CEC Board Mtg CCER	26 12:00 Hosp Svc Bd HCR	27	28
29	30	1	2	3	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 CCER-Education Room	LN-Library Fireplace Nook CRG-Copper River Gallery HCR-CCMC Conference Room	Cncl - 1st & 3rd Wed P&Z - 2nd Tues SchBd, Hrb Cms - 2nd Wed CTC - 3rd Tues	P&R - last Tues CEC - 4th Wed Hosp Svcs Bd - last Thurs
---	---	---	--	---	--	---