

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

vacant

**Regular City Council Meeting
September 18, 2024 @ 7:00pm
Cordova Center Community Rooms**

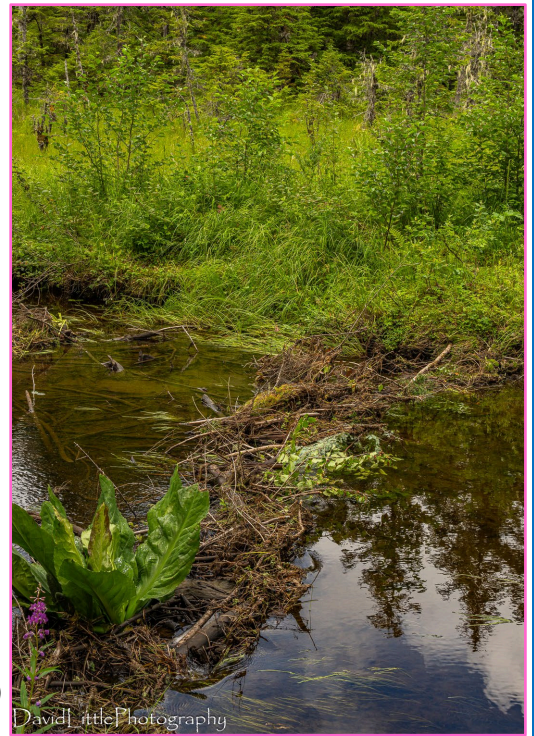
A. Call to order

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



David Little Photography

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

E. Disclosures of Conflicts of Interest and Ex Parte Communication

- 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 – vacant

G. Approval of Consent Calendar

5. Minutes: Sept 4, 2024, Regular City Council Meeting Minutes..... (page 1)
5. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absences of Council members **Cathy Sherman** and **Dave Zastrow** from the Sept 4, 2024, Regular Meeting
6. Council action to waive protest for renewal of Liquor License # 5653..... (page 4)
Baja Taco, Restaurant Eating Place License

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
9. City Clerk's Report: notice of upcoming board & commission vacancies..... (page 12)

K. Correspondence..... (see primer for description page 13)

10. 08-27-24 Letter from Kicker Room Blooms regarding support from Alaska..... (page 14)
Farmers Market Association support for winter flower CSA
11. 08-29-24 Public Notice of open comment period on private non-exclusive..... (page 15)
Access easement for Paul & Linda Kelly
12. 08-29-24 Email from Mayor forwarding an email from Paul Kelly regarding..... (page 17)
land disposal of the impound lot

L. Ordinances and Resolutions

- 13. Substitute Ordinance 1219..... (roll call vote)(page 25)**
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 and amending CMC section 5.05.030 to clarify that personal property is exempt from property tax except as otherwise stated – 2nd reading

M. Unfinished Business - none

N. New & Miscellaneous Business

- 14. Council action on disposal and method of disposal of..... (voice vote)(page 31)**
Lot 17, Block 10 Original Townsite
- 15. Council action on disposal and method of disposal of..... (voice vote)(page 40)**
Lots 3 & 4, Block 8 Original Townsite
- 16. Council action on disposal and method of disposal of..... (voice vote)(page 44)**
A portion of the Public Safety Building
- 17. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 47)**

O. Audience Participation

P. Council Comments

Q. Executive Session

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

R. Adjournment

Executive Sessions per Cordova Municipal Code 3.14.030

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

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

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

**Regular City Council Meeting
September 4, 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 7:00 pm on September 4, 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 **Kasey Kinsman**, **Wendy Ranney**, **Kristin Carpenter**, and **Ken Jones**. Council member **Tom Bailer** was present via zoom videoconference. Council members **Cathy Sherman** and **Dave Zastrow** were absent. 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

Council member **Jones** declared a conflict on agenda item 8 because that business rents space from him. **Mayor Allison** ruled that it was a conflict, asked **Jones** to recuse from approval of the consent calendar

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 - none
4. Student Council Report – none

G. Approval of Consent Calendar

5. Minutes: a. August 21, 2024, City Council Public Hearing Minutes; b. August 21, 2024, Regular City Council Meeting Minutes

6. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member **Wendy Ranney from the August 21, 2024, Regular Meeting**

7. Council action to waive protest for renewal of Liquor License # 41 Alaskan Liquor Store, Package Store License

8. Council action to waive protest for renewal of Liquor License # 6008 Copper River Brewing, Brewery Manufacturer License

9. Council concurrence of Mayor's appointment of **Sam Greenwood as the City Representative to the PWSEDD Board of Directors**

Vote on the Consent Calendar: 4 yeas, 0 nays, 2 absent, 1 conflict of interest. Zastrow-absent; Sherman-absent; Jones-coi; Bailer-yes; Kinsman-yes; Ranney-yes; and Carpenter-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** had nothing to report.

11. City Manager's Report – **Greenwood** reported: 1) Parks and Recreation Director **Duncan Chisholm** reported on progress on the pool liner replacement project. 2) **Collin Bronson** updated Council on the

South Harbor rebuild project to date, including funding, MARAD reimbursements, construction progress. 3) She and **Sheryl (Glaser)** have been working with Cash vest and decided to move some of the property tax receipts into the AMLIP account to be earning more interest right now. 4) Personnel – we have filled some positions of late – **Alena Craig** is the new Cordova Center coordinator which is great as several events/conferences are coming, AK Historical Society, Board of Fish in December. **Jamie Foode** moved from the Museum Assistant job to the Museum Curator position. **Justin DeAngelis** is the new Fire Marshal, moving up from fire fighter/medic position. Questions for the manager: **Ranney** asked about the volunteer EMTs and whether or not they were being paid for their time, like Council had voted for in the budget. **Greenwood** said she'd look into it.

12. City Clerk's Report - Bourgeois reported: 1) her written report in the packet includes an ad about board and commission vacancies that are upcoming in November, appointments to be made in December; 2) she wrote up a little background on the fisheries' committees and is looking for some direction at pending agenda; 3) Nov. 5 is election day, run by State of Alaska Division of Elections – best site for info www.elections.alaska.gov; people with questions can always call Clerk's office at City Hall. Last day to register to vote in order to be able to vote in the General Election is October 6, 2024.

K. Correspondence

13. 08-26-24 Flyer for Beached Bird Training Session in October

L. Ordinances and Resolutions

14. Substitute 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 and amending CMC section 5.05.030 to clarify that personal property is exempt from property tax except as otherwise stated – 1st reading

M/Carpenter S/Kinsman to adopt Substitute 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 and amending CMC section 5.05.030 to clarify that personal property is exempt from property tax except as otherwise stated

Carpenter said we have discussed this a couple of times already, we are updating the fee table which hasn't been updated since 1999. **Kinsman** said they had asked the manager for some examples of the increases and she has done so; he thinks the increases are pretty nominal considering how much everything has gone up since 1999. **Jones** said he is not in favor; he does not think this is nominal, there is a new tax levied on permanently registered trailers within this ordinance, he thinks it is a targeted tax. **Ranney** said she agrees with **Jones** – she said we can't continue to raise taxes on the local, year-round residents. **Bailer** said he supports this – we need revenue to run the City. People who might live in housing that doesn't pay property tax do own private vehicles, this is a way they can contribute.

Vote on the motion: 3 yeas, 2 nays (Ranney, Jones), 2 absent (Sherman, Zastrow). Motion was approved.

M. Unfinished Business - none

N. New & Miscellaneous Business

15. Council action on disposal of Lot 4A, North Fill Development Park Addition No. 2

M/Jones S/Ranney to select Bayside Storage as the winning proposal and direct staff to negotiate an agreement to lease or purchase the property known as Lot 4A, North Fill Development Park Addition Number 2.

Jones said he thinks this was the best proposal, he was upset the other proposer withdrew, he had a great idea too. This applicant mentions wanting to work with the City to develop housing units in this proposal. He is happy to see this business, which supports many other businesses, be able to expand. **Ranney** agreed with those comments and added, it is an established, successful business, glad to see it expand. **Kinsman** asked questions of Acting Planner **Kevin Johnson**. He wanted to know the code about watchman's quarters and what is allowable. **Johnson** said that per code watchman's quarters in that zone

may only be occupied by the owner or an employee or relative of the owner. He added, there may only be one watchman's quarters per structure, unless a conditional use permit is granted. **Kinsman** asked about the expected timeframe for this project. **Johnson** said he has seen where the City has gone 5 years to get to substantial completion, could be a 7–10-year lease but lease payments will go toward purchase price if the project gets to substantial completion by the 5-year marker. **Bailer** asked about the timing as far as if we sell this, what stage are we at with moving the impound lot; doesn't seem as though we are ready. **Johnson** said the impound lot has been cleared out of late, maybe only 5-6 vehicles are left there but this will be a case of some growing pains as we try to navigate selling this lot and storing impounded vehicles somewhere until a new secure impound lot is established at the baler site. **Jones** mentioned that a conditional use permit was just approved in that general area for CTC to have 5 apartments so it may suit us well to look at updating that code. **Bailer** also commented that revenue from the sale of property is supposed to go into the permanent fund, and he has never seen proof of that happening. **Carpenter** wonders if in the negotiations we could use a shorter term and then we'd have the money for the impound lot more quickly.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Sherman, Zastrow). Motion was approved.

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

Clerk was directed to work on the Fisheries Committees, she will bring a resolution forward at an upcoming meeting. **Bailer** asked for a discussion on sales tax collection relating to construction projects and which parts of the projects are subject to the cap. It was decided that this discussion would occur when Title 5 sales tax portion comes before them. There will be a work session before the September 4 meeting.

O. Audience Participation - none

P. Council Comments

Carpenter reiterated that October 6 is the last day to register to vote in the General Election on November 5. She encouraged people to take advantage of the privilege we have in this country. She thanked **Duncan** for all the work on the pool – such a huge recreation asset that we have. Thanks to **Sam** for bringing all the information that gives us figures as we work on budget.

Kinsman thanked **Sam** for starting budget early. Also thanked **Duncan**, his kids are certainly missing the pool, appreciate efforts to get it back up and running.

Mayor Allison commented that the pool is for more than recreation it is important that our kids learn how to swim because we live near the ocean, rivers, lakes. Thanked **Sam** for budget work and also he appreciates her honesty – not wanting to hide the truth about money concerns, not candy-coating it. He looks forward to some good financial reports when everyone is caught up.

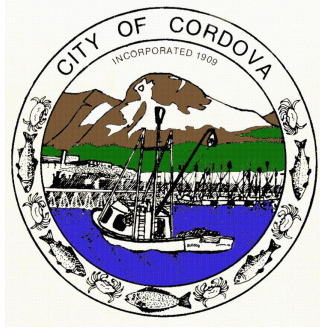
Q. Executive Session - none

R. Adjournment

Hearing no objection **Mayor Allison** adjourned the meeting at 8:22 pm.

Approved: September 18, 2024

Attest: _____
Susan Bourgeois, City Clerk



AGENDA ITEM 6
City Council Meeting Date: 9/18/24
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 09/5/24
ITEM: Council option to protest/waive protest for renewal of Liquor License #5653
NEXT STEP: Motion to waive protest via approval of consent calendar

ORDINANCE
 MOTION

RESOLUTION
 INFORMATION

- I. REQUEST OR ISSUE:** A Cordova business, Baja Taco, has applied for a Liquor License Renewal (Restaurant/Eating Place) with the State through the AMCO (Alcohol and Marijuana Control Office).
- II. RECOMMENDED ACTION / NEXT STEP:** Council action to waive right to protest the renewal.
- III. FISCAL IMPACTS:** none, staff sees no reason to protest see background
- IV. BACKGROUND INFORMATION:** Finance Staff has determined this business to be current in all financial obligations to the City. Police Department has no public safety concerns about this business.
- V. LEGAL ISSUES:** The local governing body's right to protest is defined in AS 04.11.480, attached.
- VI. SUMMARY AND ALTERNATIVES:** Council approval of the consent calendar would constitute approval of this motion:
Council motion to waive right to protest the renewal of liquor license #5653, Baja Taco, Restaurant/Eating Place.



August 30, 2024

From: Alcohol.licensing@alaska.gov ; amco.localgovernmentonly@alaska.gov

Licensee: **Baja Taco Llc**

DBA: Baja Taco

VIA email: andradoll23@yahoo.com

CC: None

Local Government 1: Unorganized Borough

Local Government 2: Cordova

Via Email: cityclerk@cityofcordova.net; cityclerk3@cityofcordova.net

Community Council: n/a

Via Email:

Re: Restaurant / Eating Place #5653 Combined Renewal Notice

License Number:	#5653
License Type:	Restaurant / Eating Place
Licensee:	Baja Taco Llc
Doing Business As:	Baja Taco
Physical Address:	137 Harbor Loop Rd, Cordova, AK 99574
Designated Licensee:	Baja Taco Llc
Phone Number:	907-831-6904; 907-253-5599; 907-424-5599
Email Address:	andradoll23@yahoo.com

License Renewal Application

Endorsement Renewal Application

Dear Licensee:

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

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

Your application will be scheduled for the **November 19th, 2024** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home page. The board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the Alcohol.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

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

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

Dear Community Council (Municipality of Anchorage and Mat-Su Borough only)

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This letter serves to provide written notice to the above referenced entities regarding the above application, as required under AS 04.11.310(b) and AS 04.11.525.

Please contact the local governing body with jurisdiction over the proposed premises for information regarding review of this application. Comments or objections you may have about the application should first be presented to the local governing body. If you have any questions, please email Alcohol.licensing@alaska.gov

Sincerely,



Joan M. Wilson, Director
907-269-0350



Document reference ID : 701

Licensing Application Summary

Application ID:	701
Applicant Name:	Baja Taco Llc
License Type applied for:	Restaurant Eating Place License (REPL) (AS 04.09.210)
Application Status:	In Review
Application Submitted On:	11/22/2023

Entity Information

Business Structure:	Limited liability company
Alaska Entity Number (CBPL):	10018779

Entity Contact Information

Entity Address:	PO Box 23, Cordova, AK, 99574, USA
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Premises Address

Nearest municipality, city, and/or borough:	Cordova
Country, State, Zip:	AK, United States,

Basic Business information

Business/Trade Name:	Baja Taco
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Local Government and Community Council Details

City/Municipality

Cordova

Borough

Unorganized Borough

Restaurant Detail

Dining after standard closing hours: AS 04.16.010(c)

Yes

Dining by persons 16 – 20 years of age: AS 04.16.049(a)(2)

Yes

Dining by persons under the age of 16 years, accompanied by a person over the age of 21: AS 04.16.049(a)(3)

Yes

Employment for any persons under 21 years of age: AS 04.16.049(c)

Yes

Food Service Permit

Entertainment & Service

Public Notice Posting Attestation and Publishers Affidavit

Attestations

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 305.700.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

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

I certify that all proposed licensees have been listed with Division of Corporation, Business, and Professional Licensing.

I certify that I and any individual identified in the business entity ownership section of this application, has or will read AS 04 and its implementing regulations.

Signature

Electronic Signature not collected; application submitted based on paper form.

Payment Info

Payment Type : CC

Payment Id: 26faeeea-fccd-4f04-9448-54fb1247bf0

Receipt Number: 100711491

Payment Date: 11/22/2023 9:03:49 AM

License Renewal

Is this application being made by you for the benefit of someone else? If "YES," indicate below or attach explanation.

No

Has the applicant, applicant's spouse, partner, officer, director or stockholders, of the licensed entity become disqualified by law or by facts and conditions from holding a license or permit under the Alcohol and Cannabis Control Information System Alcoholic Beverage Code ? If "YES," indicate below or attach explanation.

No

Have there been changes since your original application that have not been reported on this or previous applications ? If "YES," indicate below or attach explanation.

No

How many hours did you operate in 2022 as set forth in AS 04.11.330?

Operated to meet the minimum 240 hrs.

How many hours did you operate in 2023 as set forth in AS 04.11.330?

Operated to meet the minimum 240 hrs.

Are you a seasonal license and has your operation times/dates/seasons changed?

No

Has any person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2022 or 2023.?

No

Have any Notices of Violation been issued for this license in 2022 or 2023?

No

Supporting Additional Document

- [Supporting document for renewal.pdf](#)

License Number:
5653

License Expiration Date:
12/31/2023

License Trade Name:
Baja Taco

Mailing Address:

 PO Box 23
Cordova , AK
99574



Alaska Alcoholic Beverage Control Board

Form AB-33: 2024/2025 Restaurant Receipts Affidavit

What is this form?

A restaurant or eating place licensee must file a complete copy of this form along with its 2024/2025 license renewal application, in order to provide evidence to the Alcoholic Beverage Control Board that this licensed restaurant's receipts from the sale of food upon the licensed premises constitute no less than 50% of the gross receipts (food + alcohol sales) of the licensed premises for each calendar year in 2022 and 2023, as currently required by AS 04.11.100(e) which will be repealed once AS 04.09.210(e) is in effect January 1, 2024. This form is confidential.

This form must be completed and submitted with Form AB-17 to AMCO's main office before a license renewal application may be reviewed.

Section 1 – Establishment Information

This form is being submitted for the following license:

Licensee:	BAJA TACO LLC	License #:	5653
License Type:	RESTAURANT / EATING PLACE		
Doing Business As:	BAJA TACO		

Section 2 – Gross Receipts for 2022 and 2023

Please fill out the following information carefully, contact AMCO staff if you have questions regarding this form. Enter the dollar amounts of the food and gross (food + alcohol) receipts on the licensed premises and calculate the percentage of gross revenue that is from food sales on the licensed premises for each calendar year. (Food Revenue ÷ Gross Revenue x 100 = %)

$$\boxed{\text{2022 Food Sales}} \div \boxed{\text{2022 Food + Alcohol Sales}} \times 100 = \boxed{94.88} \%$$

2022 Percent from Food

$$\boxed{\text{2023 Food Sales}} \div \boxed{\text{2023 Food + Alcohol Sales}} \times 100 = \boxed{94.45} \%$$

2023 Percent from Food

I declare under penalty of perjury that this form, including all accompanying schedules and statements, is true, correct, and complete.

ANDRA DOLL

Printed name of licensee

Signature of licensee

The background of the slide features a field of green tulips with long stems and pointed buds, set against a light green background. The tulips are scattered across the entire page, with some in the foreground and others receding into the distance.

**Mayor Allison and Cordova City Council are soliciting interest
for upcoming City Board and Commission vacancies**

**Library Board – 1 seat, Planning Commission – 2 seats,
Harbor Commission – 2 seats,**

Parks & Recreation Commission – 2 seats,

Historic Preservation Commission – 2 seats

all vacancies have terms through November 2027

applications available on the City website

deadline to apply for these appointments is November 26, 2024

email cityclerk@cityofcordova.net or call 907-424-6248

appointments will be made at a City Council meeting in Dec 2024

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)
- 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, 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.

August 27, 2024

City of Cordova Mayor and Council Members
P.O. Box 1210
Cordova, AK 99574

Subject: Cordova's First Local Winter Flower CSA

Dear City of Cordova Mayor and Council Members,

I'm happy to share that Kicker Room Blooms has received support from the Alaska Farmers Market Association (AFMA)/USDA, administered by Cook Inletkeeper, to launch Cordova's first locally grown winter flower CSA.

This winter flower CSA (Community Supported Agriculture) subscription will include four Cordova grown tulip bouquets (one per month) from January through April of 2025. Kicker Room Blooms grows tulips throughout the winter months in Cordova using hydroponic methods and no chemical inputs. For more information visit www.kickerroomblooms.com.

Kicker Room Blooms is grateful to have the ability to grow flowers for this community and the support from AMFA/USDA.

Warmly,
Ashley Taylor
Owner & Grower
Kicker Room Blooms



P.O. Box 514
Cordova, AK 99574
kickerroomblooms@gmail.com

From: [David Allison](#)
To: [Susan Bourgeois](#)
Subject: Fw: Impound Lot Sale
Date: Thursday, August 29, 2024 6:44:56 PM

Please include in correspondence and forward to Council...thx

Mr.Kelly asked me to hold this and send it for the Agenda it would be discussed..

David Allison, Mayor
City of Cordova Alaska
P.O. Box 1210 or 601 1st Street
Cordova, AK. 99574
[\(907\) 424-6200](tel:(907)424-6200) City
[\(907\) 831-6791](tel:(907)831-6791) Cell
mayor@cityofcordova.net

On Sun, Apr 28, 2024 at 9:48 AM Paul Kelly <paulkellyak@gmail.com> wrote:
Mayor Allison,

Please share this with the appropriate people.

One day the Impound Lot Sale will come before the City Council for a decision. When it does we would like you to be aware of some things many might not know about.

We are the original requesting party for this lot. Had we not asked, this lot would likely not be up for consideration.

In 2015 Linda and I asked to buy this lot, we were the only party who responded to the RFP who qualified for it, but our proposal never went to council, yet the rules state "it shall". Upon request for reconsideration it was not passed along a second time. Ten years ago we asked to be allowed to expand to what is now known as the Mobil Grid lot. we were not chosen for that development either.

Now before you, sits another request from us to expand and a "score" of sorts penned by the Planning Commission. As you can see the scores are very close. You should know: we were penalized on the score sheet for two reason: the first being because we stated we were ready to start immediately, but didn't say when we would finish. We have no way of knowing when we would finish because the city was waiting on a permit from the State and we had no way of knowing when the lot would be cleared. To answer the question more clearly now: we will start the project the day after signing a lease and will have it in full production "finished" within a year if awarded the property for expansion. Secondly, we were penalized for saying: we would be happy to work with the city if they wanted a couple apartments along with storage units on the second floor. We thought given the housing needs of Cordova we would work with the City and do whatever they might prefer, only to be penalized on our score for not being "decisive", which was enough to edge us out of contention for advancement to Council once again. To be clear: the second story will be half storage, all storage or storage and a watch persons apartment or two of them if that is

what the city would prefer. We are open to work with the city to accomplish the city's goals as well as our own.

We strongly believe we are the more capable party to develop this lot. We have the funds in place, the knowledge to perform and the customers to utilize it immediately upon completion, therefore producing not only the revenue of our taxes, but also revenue from other businesses using our facilities. And we are not a new startup with no history that could easily face financial failure on a very expensive building endeavor.

As we look around town we see many lots that were sold on promises made to the City, but sitting undeveloped. Linda and I have never done that, instead we developed immediately just as we said we would and again promise to now.

Both of the lots I mention above, we have applied for in the past, sit as stark reminders of questionable decisions made, hindsight being 20/20. They are unproductive for the community and have been for 19 years collectively since we requested them. Had we been granted these lots they would have been productive for all these years, meeting the needs of the people and many businesses in Cordova.

Therefore today we are asking the City Council to grant us the privilege of a lease purchase agreement on the Impound Lot and to further consider granting us that same privilege on the Mobil Grid lot when it becomes available approximately a year from now. We are a sure fired bet, we will do as we say, we will do it "Immediately" upon approval and these lots will no longer be a nonproductive eyesore for the community.

Our development will not hinder any other business, but will in fact provide very affordable startup business space for anyone wanting to enter that arena without risking a great deal of capital that might be needed elsewhere in the business.

We are also working on building ten new housing units in Cordova. We have two generations following us and our development plans are ALL meant to meet the needs of the community.

We greatly appreciate your consideration of these requests and we stand ready, able and willing to proceed immediately

Paul and Linda Kelly
Bayside Storage



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Natural Resources

DIVISION OF MINING, LAND & WATER
Southcentral Regional Land Office

550 West 7th Avenue, Suite 900C
Anchorage, Alaska 99501-3577
Main: 907.269.8503
TTY: 711 or 800-770-8973
Fax: 907.269.8913

PUBLIC NOTICE
ADL 234275
Paul and Linda Kelly
Private Non-Exclusive Access Easement

August 29, 2024

Subject to AS 38.05.850, the Southcentral Regional Land Office (SCRO) received an application for the following:

APPLICANT: Paul and Linda Kelly

PROJECT NAME: ADL 234275

GEOGRAPHIC LOCATION: Cordova, Alaska

LEGAL DESCRIPTION: Section 22 of Township 15 South, Range 3 West, Copper River Meridian, Alaska

REQUESTED ACTIVITY: The applicant has requested issuance of a private non-exclusive easement to facilitate access to their property and future placement of utilities. The applicant has requested an indefinite term easement 300 feet in length and 60 feet in width, occupying approximately 0.041 acres. The easement, if approved, may differ from that described herein.

REQUESTED TERM: Indefinite

DEADLINE FOR COMMENTS: September 30, 2024

The public is invited to comment on this activity. The purpose of this notice is to gather input before a decision is made on this activity. To ensure consideration, written comments must be received by the Division of Mining, Land and Water at Southcentral Regional Land Office, 550 West 7th Avenue, Suite 900C, Anchorage, AK 99501, on or before the date noted above. Questions concerning this activity or requests to view the full application packet should be directed to Savannah Lilyhorn, Telephone: (907) 269-8562; Fax: (907) 269-8913 or e-mail: Savannah.lilyhorn@Alaska.gov.

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

DNR-DMLW complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services or special modifications to comment should contact Alaska Relay at 711 or 800-770-8973 for TTY services. DMLW reserves the right to waive technical defects in this notice.

STATE OF ALASKA

DEPARTMENT OF NATURAL RESOURCES

Division of Mining, Land and Water

APPLICATION FOR EASEMENT

AS 38.05.850

ADL# 234275
(to be filled in by State)

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

Applicant: Paul and Linda Kelly Doing Business As: personal

Agent: (if applicable; attach record of authorization to represent) _____

Mailing Address: PO Box 265 Email: _____

City/State/Zip: Cordova Alaska 99574

Primary Phone: _____ Alternate Phone: _____

General Location: adjacent to Mt Escalier ski Municipality: Cordova AK

Section(s): B1K31, Lot 11-17 Township: original Range: _____ Meridian: Ski Hill Road

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

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

Dimensions requested

1. Length: 300' Width: 60'

2. Area: 1800 sq ft Are units in square feet or acres?

Term requested and rationale: forever - to access a home site

Are you applying for a public or a private easement? Rationale: driveway For access to our private property and utilities

Development plan summary/specific purpose of easement: _____

This information will be used to determine the scope of use of the easement.

we are simply requesting an easement to get access to our private property - we need both utilities and driveway they may well become the same / one easement path depending on how the electric company wants to proceed and how difficult the rock is to work. we plan to build a house on our property

ADL# _____

Is this an existing use? Yes No. If yes, explain extent and duration of use to date:

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

We only need to access our land from the State land and run utilities from the end of the city street that is on State land to our land across the Mt Eccles Ski area parking lot. Our actual driveway will only be 50' long or so leaving the parking lot to our land. The attached and previously sent picture says it all much better than I can write it.

Anticipated construction timeframe: 2024 - 2026

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

Applicant's Signature Paul Kelly Date: 10-13-23

This form must be filled out completely and submitted with the applicable fees. Failure to do so will result in a delay in processing. AS 38.05.035(a) authorizes the director to decide what information is needed to process an application for the sale or use of state land and resources. This information is made a part of the state public land records and becomes public information under AS 40.25.110 and 40.25.120 (unless the information qualifies for confidentiality under AS 38.05.035(a)(8) and confidentiality is requested, AS 43.05.230, or AS 45.48). Public information is open to inspection by you or any member of the public. A person who is the subject of the information may challenge its accuracy or completeness under AS 44.99.310, by giving a written description of the challenged information, the changes needed to correct it, and a name and address where the person can be reached. False statements made in an application for a benefit are punishable under AS 11.56.210.

In submitting this form, the applicant certifies that he or she has not changed the original text of the form or any attached documents provided by the Division. In submitting this form, the applicant agrees with the Department to use "electronic" means to conduct "transactions" (as those terms are used in the Uniform Electronic Transactions Act, AS 09.80.010 – AS 09.80.195) that relate to this form and that the Department need not retain the original paper form of this record: the department may retain this record as an electronic record and destroy the original.

For Department Use Only	
Application received date stamp	
Receipt Types:	
<input type="checkbox"/>	13A Pipeline Easement
<input type="checkbox"/>	13 Other Easement

ADL # _____

STATE OF ALASKA

DEPARTMENT OF NATURAL RESOURCES

Division of Mining, Land and Water

Land Conveyance Section
550 W. 7th Ave, Suite 640
Anchorage, AK 99501-3576
(907) 269-8594

Northern Region
3700 Airport Way
Fairbanks, AK 99709-4699
(907) 451-2740
nro.lands@alaska.gov

Southcentral Region
550 W. 7th Ave, Suite 900C
Anchorage, AK 99501-3577
(907) 269-8503
dnr.pic@alaska.gov

Southeast Region
P. O. Box 111020
Juneau, AK 99811-1020
(907) 465-3400
sero@alaska.gov

Statewide TTY – 771 for Alaska Relay or 1-800-770-8973

APPLICANT ENVIRONMENTAL RISK QUESTIONNAIRE

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

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

Paul and Linda Kelly Personal
Applicant's Name Doing Business As
P.O. Box 265, Cordova AK 99574
Address City State Zip
[Redacted] [Redacted] [Redacted] Paul Kelly
Message Phone Work Phone Email Contact Person

Describe the proposed activity:

Personal access - for homes

In the course of your proposed activity will you generate, use, store, transport, dispose of, or otherwise come in contact with toxic and/or hazardous materials, and/or hydrocarbons? Yes No. If yes, please list the substances and the associated quantities. Use a separate sheet of paper, if necessary.

But eventually there will be a 500 gal fuel tank on our property next to the house on a slope away from the adjacent state land. if this is what this section is asking.

ADL # _____

Applicant Environmental Risk Questionnaire Form 102-4008A (Rev. 09/21)

Page 1 of 2

If the proposed activities involve any storage tanks, either above or below ground, address the following questions for each tank. Please use a separate sheet of paper, if necessary, and, where appropriate, include maps or plats:

a. Where will the tank be located?

next to our house on our private land adjacent to state land

b. What will be stored in the tank?

heating fuel for the house

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

500 gal max

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

e. Will the tank be tested for leaks?

yes
They are pressure tested when built

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

our land and the tank placement slopes away from the state land

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

If yes, please explain:

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

Applicant Signature:

Paul Kelly

Date:

Oct 13-23

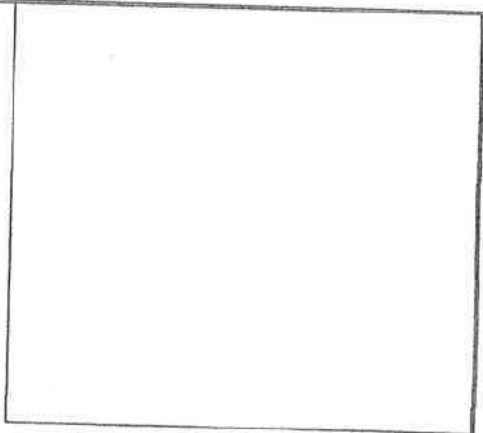
AS 38.05.035(a) authorizes the director to decide what information is needed to process an application for the sale or use of state land and resources. This information is made a part of the state public land records and becomes public information under AS 40.25.110 and 40.25.120 (unless the information qualifies for confidentiality under AS 38.05.035(a)(9) and confidentiality is requested). Public information is open to inspection by you or any member of the public. A person who is the subject of the information may challenge its accuracy or completeness under AS 44.99.310, by giving a written description of the challenged information, the changes needed to correct it, and a name and address where the person can be reached. False statements made in an application for a benefit are punishable under AS 11.56.210. In submitting this form, the applicant certifies that he or she has not changed the original text of the form or any attached documents provided by the Division. In submitting this form, the applicant agrees with the Department to use "electronic" means to conduct "transactions" (as those terms are used in the Uniform Electronic Transactions Act, AS 09.80.010 – AS 09.80.195) that relate to this form and that the Department need not retain the original paper form of this record: the department may retain this record as an electronic record and destroy the original.

ADL # _____

Applicant Environmental Risk Questionnaire Form 102-4008A (Rev. 09/21)

Page 2 of 2

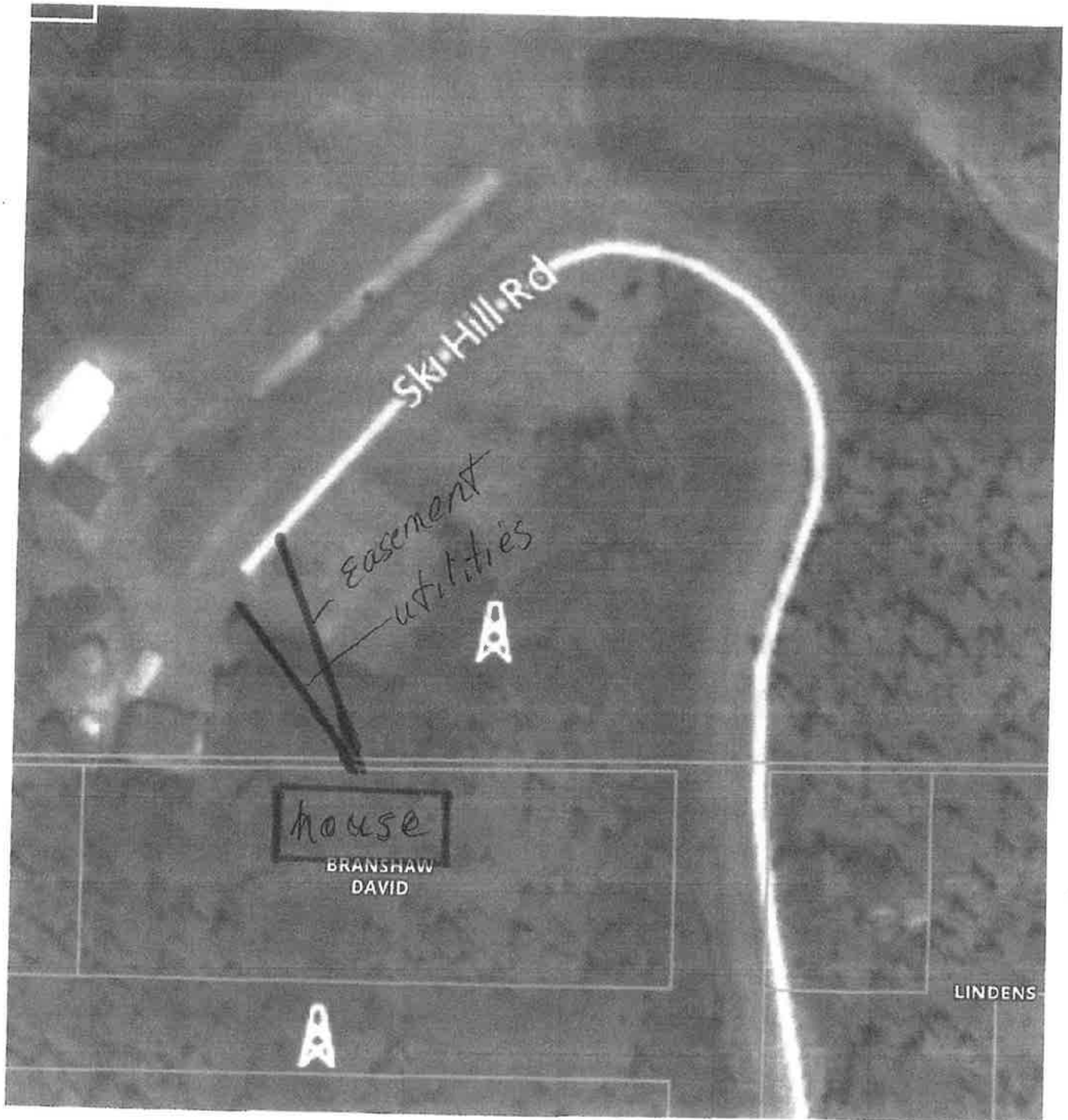
Site Development Diagram



VICINITY MAP

*see drawing
A*

Date Prepared:	Applicant's Name:
Alaska Department of Natural Resources Division of Mining, Land & Water Land Use Permit	
Site Development Diagram	
Sec(s) _____	T _____ R _____ M _____
Sheet of _____	File # _____



Drawing A

PAUL & LINDA KELLY JOINT REVOCABLE TRUST	FOREST - PROPOSED AVE	02-061-735	ORIGINAL TOWNSITE	31	11-17	\$400.00	\$0.00	\$400.00	\$400.00
PAUL & LINDA KELLY JOINT REVOCABLE TRUST	FOREST - PROPOSED AVE	02-061-736	ORIGINAL TOWNSITE	31	12	\$400.00	\$0.00	\$400.00	\$400.00
PAUL & LINDA KELLY JOINT REVOCABLE TRUST	FOREST - PROPOSED AVE	02-061-737	ORIGINAL TOWNSITE	31	13	\$400.00	\$0.00	\$400.00	\$400.00
PAUL & LINDA KELLY JOINT REVOCABLE TRUST	FOREST - PROPOSED AVE	02-061-738	ORIGINAL TOWNSITE	31	14	\$400.00	\$0.00	\$400.00	\$400.00
PAUL & LINDA KELLY JOINT REVOCABLE TRUST	FOREST - PROPOSED AVE	02-061-739	ORIGINAL TOWNSITE	31	15	\$400.00	\$0.00	\$400.00	\$400.00
PAUL & LINDA KELLY JOINT REVOCABLE TRUST	FOREST - PROPOSED AVE	02-061-740	ORIGINAL TOWNSITE	31	16	\$400.00	\$0.00	\$400.00	\$400.00

2023 - Owners and Street Address

Owner	Hse #	Street	Tax Lot #	Subdivision	Blk	Lot	Trct	Land Value	Bldg Value	Assess Value
PAUL & LINDA KELLY JOINT REVOCABLE TRUST		FOREST - PROPOSED AVE	02-061-741	ORIGINAL TOWNSITE	31	17		\$400.00	\$0.00	\$400.00
AUL SCHUERCH EVOCABLE TRUST	116	CABIN RIDGE RD	02-061-810	CABIN RIDGE SUBDIVISION, PHASE 1		6A		\$62,700.00	\$0.00	\$62,700.00
AJL W & LINDA C KELLY EVOCABLE TRUST	202	LAKE AVE	02-373-112	USS 2981	1	2		\$30,200.00	\$0.00	\$30,200.00

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 AND AMENDING SECTION CMC 5.05.030 TO CLARIFY THAT
PERSONAL PROPERTY IS EXEMPT FROM PROPERTY TAX EXCEPT
AS OTHERWISE STATED.**

CLIENT: CITY OF CORDOVA

FILE NO.: 401777.291

DATE: AUGUST 30, 2024

This memorandum provides a brief overview of Substitute 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.

Substitute Ordinance 1219S 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. 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 substitute Ordinance at introduction, and amendments made at the Council's August 21, 2024 meeting are incorporated, as well as revisions to the taxes levied against vehicles registered on an annual basis. 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.

Additionally, Substitute Ordinance 1219 clarifies the exemption of personal property from taxation. The City of Cordova currently only imposes a property tax on real property, effectively exempting all personal property from property tax. Unlike other property exempted from the City's property tax provisions, the Cordova Municipal Code does not require persons seeking an exemption for personal property to file an application for exemption. In order to clarify the exemption afforded personal property, the Ordinance revises CMC 5.05.030 to clearly state that personal property is exempted from tax except as otherwise provided in the Code and to clarify that no application for an exemption shall be required for personal property. These changes do not change the City's practice or the tax imposed by the City; They only clarify the general exemption adopted for personal property.

The table below contains the most common category of motor vehicles and corresponding registration fees which are noncommercial vehicles such as trucks and cars. I do not have a way to determine the number or types of registrations that occur every year. The city registration tax has not changed since 1999. The proposed increase averages 35% overall, which when spread out over the past 25 years is a 1.4% increase per year.

Using an average of the registration costs for FY 25, which is \$86 the projected revenue would look like this:

FY25 projected annual revenue

550 registrations * average cost \$86 = \$47,300

Potential increase in revenue \$18,559.20

DMV Annual registration tax revenue for FY 2022 was \$30,035.24

DMV Annual registration tax revenue for FY 2023 \$27,446.36

	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year	7th Year	8th Year or over
FY24 Cost	110	99	77	57.75	44.25	33.25	23.25	25.50
FY25 Cost	135.50	124.50	103.50	87.50	74.50	64	54.50	44
Cost/revenue increase	25.50	25.50	26.50	29.75	30.25	30.75	31.25	18.50

**CITY OF CORDOVA, ALASKA
SUBSTITUE
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 AND AMENDING CMC SECTION 5.05.030 TO CLARIFY
THAT PERSONAL PROPERTY IS EXEMPT FROM PROPERTY TAX EXCEPT AS
OTHERWISE STATED**

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; and

WHEREAS, the City currently exempts all personal property tax from *ad valorem* taxes but does not expressly identify this exemption in the Cordova Municipal Code.

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.

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

5.38.020 Rate of levy.

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:

Tax According to Age of Vehicle Since Model Year								
<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>Motorcycle</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>	<u>20</u>
<u>Vehicles specified in AS 28.10.421(b)(1)(A) or (3)(A): Noncommercial passenger vehicles, motor homes, and low speed vehicles</u>	<u>150</u>	<u>150</u>	<u>130</u>	<u>120</u>	<u>110</u>	<u>100</u>	<u>90</u>	<u>70</u>
<u>Vehicles specified in AS 28.10.421(b)(1)(B): Taxicabs</u>	<u>150</u>	<u>150</u>	<u>130</u>	<u>120</u>	<u>110</u>	<u>100</u>	<u>90</u>	<u>70</u>
<u>Vehicles specified in AS 28.10.421(c)(1)-(4): commercial vehicles for hire based on unladen weight of:</u>								
<u>5,000 pounds or less</u>	<u>150</u>	<u>150</u>	<u>130</u>	<u>120</u>	<u>110</u>	<u>100</u>	<u>90</u>	<u>70</u>
<u>5,001-12,000 pounds</u>	<u>220</u>	<u>220</u>	<u>200</u>	<u>190</u>	<u>180</u>	<u>170</u>	<u>160</u>	<u>150</u>
<u>12,001-18,000 pounds</u>	<u>467</u>	<u>467</u>	<u>457</u>	<u>447</u>	<u>437</u>	<u>427</u>	<u>417</u>	<u>407</u>
<u>18,001 pounds and over</u>	<u>556</u>	<u>556</u>	<u>546</u>	<u>536</u>	<u>526</u>	<u>516</u>	<u>506</u>	<u>494</u>
<u>Vehicles specified in AS 28.10.421(b)(3)(B): Motor buses with a seating capacity for 20 or more persons and used exclusively for commercial purposes in the transporting of visitors or tourists</u>	<u>220</u>	<u>210</u>	<u>200</u>	<u>190</u>	<u>180</u>	<u>170</u>	<u>160</u>	<u>150</u>
<u>Vehicles specified in AS 28.10.421(j)</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 28.10.421(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:

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

Tax According to Age of Vehicle Since Model Year:								
Motor Vehicle	1st	2nd	3rd	4th	5th	6th	7th	8th or over
<u>5,000 pounds or less</u>	<u>75</u>	<u>75</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>100</u>	<u>95</u>	<u>90</u>	<u>85</u>	<u>80</u>	<u>75</u>
<u>12,001-18,000 pounds</u>	<u>234</u>	<u>234</u>	<u>229</u>	<u>224</u>	<u>219</u>	<u>214</u>	<u>209</u>	<u>204</u>
<u>18,001 pounds or over</u>	<u>278</u>	<u>278</u>	<u>273</u>	<u>268</u>	<u>263</u>	<u>258</u>	<u>253</u>	<u>247</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.

Section 2. Cordova Municipal Code Section 5.05.030 “Applicability of Provisions” is amended to read as follows:

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. **Personal property shall be exempted from tax except as otherwise expressly provided in this code. No application for an exemption shall be required for personal property.**

Section 3. 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: September 4, 2024

2nd reading and public hearing: _____

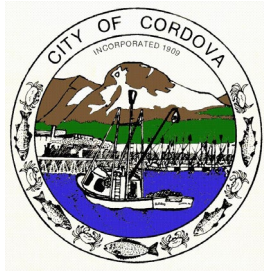
PASSED AND APPROVED THIS _____ DAY OF _____, 2024.

David Allison, Mayor

Attest:

Susan Bourgeois, CMC, City Clerk

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



AGENDA ITEM 14
City Council Meeting Date: 9/18/24
CITY COUNCIL COMMUNICATION FORM

FROM: Kevin Johnson, Public Works Director / Acting City Planner

DATE: 9/11/24

ITEM: Letter of Interest – Lot 17, Block 10, Original Townsite

NEXT STEP: City Council Decision on Availability of Requested Lot and Disposal Method

INFORMATION
 RESOLUTION

MOTION
 ORDINANCE

I. REQUEST OR ISSUE:

Requested Actions:	City Council Decision on Availability of Requested Lot and Disposal Method
Applicant:	John Stack and Barbara Solomon
Legal Description:	Lot 17, Block 10, Original Townsite
Area:	Approximately 2,500 Sq. Ft.
Zoning:	Medium Density Residential
Attachments:	Location Map Letter of Interest

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

“I move to make Lot 17, Block 10, Original Townsite, available and following the noticing procedures, dispose of Lot 17, Block 10 Original Townsite, 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 John Stack and Barbara Solomon 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 17, Block 10, Original Townsite”

III. FISCAL IMPACTS: The property would become part of the city’s tax base increasing property tax collection.

IV. BACKGROUND INFORMATION: John Stack and Barbara Solomon have submitted a Letter of Interest to purchase Lot 17, Block 10, of the Original Townsite, located along Browning Avenue. They have recently acquired the two adjacent lots (lots 18 and 19) with the intention of constructing a dwelling across lots 18 and 19 and using lot 17 for access and snow storage.

The property is zoned Medium Density Residential which allows for one, two, and multifamily dwellings and boarding houses. The site is currently developed with a shed / carport, and has utilities (water, sewer, power, etc.) within the street and alley adjacent to the property.

The property is 25 feet wide by 100 feet long. The actual usable space is considerably smaller as the southern five to ten feet of the lot is taken up by utilities (power, cable, etc.) and the north side of the lot would have a 5-foot setback. This only leaves about 15 feet of usable width if the lot is developed on its own. Additionally, the eastern 25 feet of the lot is used as a snow dump in the winter by the streets crew. With these restricting features, the lot on its own has limited development possibilities. It seems that as the applicants own the adjoining lots, they would have the best ability to use the lot to its fullest potential.

Planning and Streets staff discussed the request and determined that if a snow easement was retained on the eastern portion of the lot there would be no conflicts with current snow removal operations. Retaining a snow easement is something the city has done on other properties they have sold and has had success with that. The applicants have no hesitation to the snow easement and have even suggested it in their letter of interest.

The property is currently shown as “unavailable” on the land disposal maps. With that, Council would need to direct staff to make the lot available. This would trigger the noticing procedures in CMC 5.22. Following the 30-day notice of the lots change in status, the council could make a final decision on its disposal.

Planning Commission at their 9/10/24 Regular Meeting passed a motion 4/0 to recommend to City Council that following the noticing procedure when changing the property from “Not Available” to “Available” the city should directly negotiate the sale of the property with John Stack and Barbara Solomon. The reasoning for this was that since they own the adjoining property, they are the only ones that can truly benefit from obtaining this lot. Since the lot is only 25 feet wide, once you remove the setbacks and the utility area long the front of the lot there is only about 10 to 15 feet in width of usable space. Since the applicant own the adjoining lot, they will be able to better utilize the lot.

Applicable Code:

5.22.030 – Land Disposal Map.

A. The City shall maintain and update annually a map of city owned real property. The following designations shall be applied to the land disposal map:

4. Not Available: These properties are currently in use for city uses and operations but can be the subject of a letter of interest per the procedures set forth in this chapter.

D. The City Planner shall provide public notice when real property is added to the land disposal map, or when the "Not Available" designation is proposed to be removed from an existing property. The notice

shall:

1. Include the name of the proponent, the location of the property, the proposed use and project description, and information on how the public can comment on the proposal.
2. Be posted on the property in a location visible and legible from the right-of-way, beginning thirty days prior to the Planning Commission delivering its recommendation to the City Council.
3. Be posted at City Hall, Cordova Public Library, and the Post Office beginning thirty days prior to the Planning Commission delivering its recommendation to the City Council.
4. Be mailed to all property owners within three hundred feet of the perimeter of the subject property thirty days prior to the Planning Commission delivering its recommendation to the City Council.

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

D. The city council shall review the letter of interest and the planning commission's recommendation, and determine, in the city council's sole discretion, whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

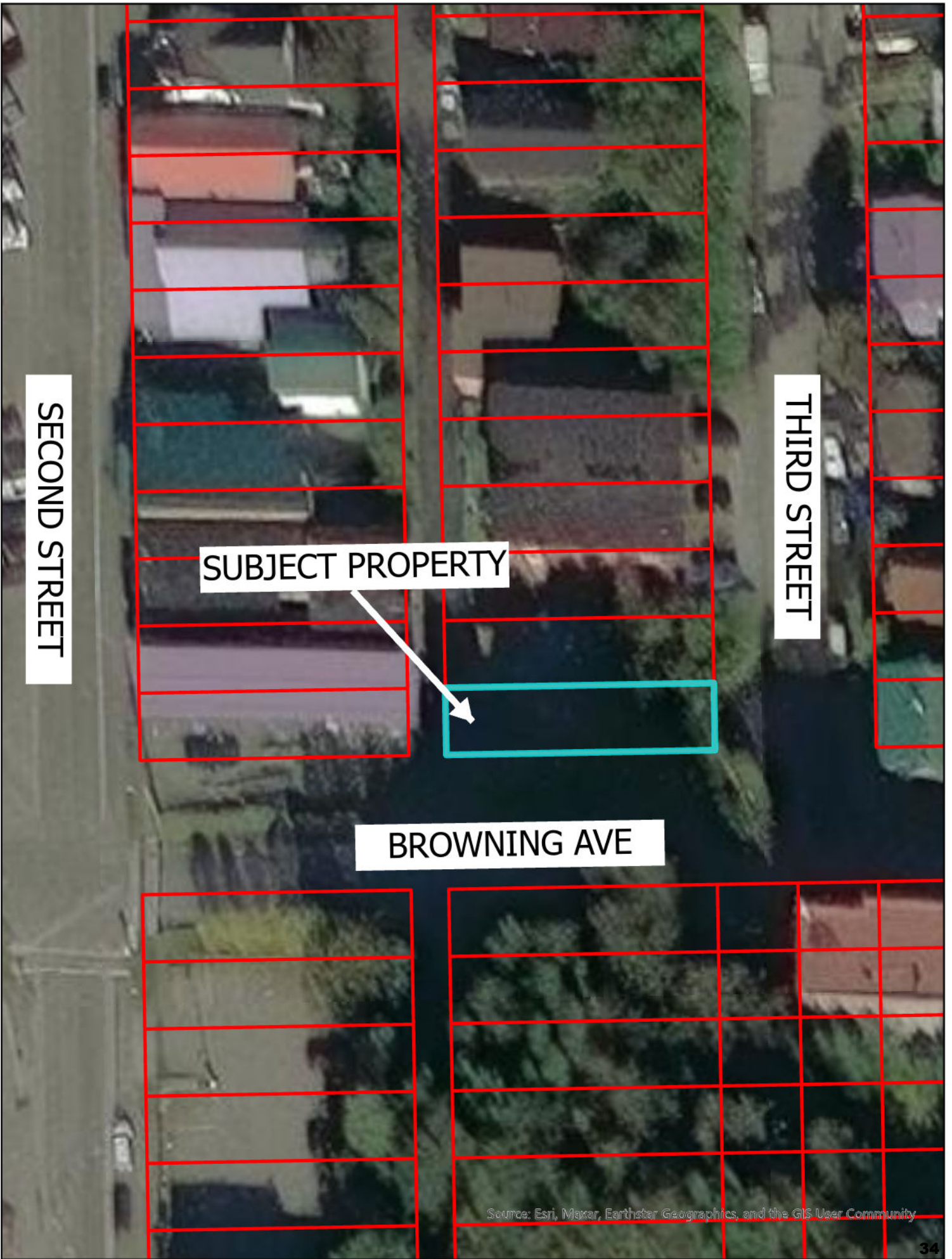
5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;
2. Invite sealed bids to lease or purchase the property;
3. Offer the property for lease or purchase at public auction;
4. Request sealed proposals to lease or purchase the property.

V. **LEGAL ISSUES:** Legal review of any agreement will be required prior to final approval by Council.

VI. **SUMMARY AND ALTERNATIVES:** The City Council may make a motion to dispose or not disposal of the land.



SECOND STREET

THIRD STREET

SUBJECT PROPERTY

BROWNING AVE

John Stack and Barbara Solomon

P.O. Box 1983
Cordova, AK 99574
907-253-7749
Jastack3@gmail.com

July 24, 2024

City of Cordova
Street Address
Cordova, AK 99574

Planning and Zoning Commission and City Council:

This is a proposal to purchase Lot 17 Block 10 Cordova Townsite, currently designated unavailable and used as a snow dump at the corner of 3rd and Browning.

We recently purchased the adjoining Lots 18 and 19 located to the north of subject property. Obtaining Lot 17 would help improve accessibility, provide south facing garden space and additional parking in the summer months and snow storage in the winter months.

Currently, approximately the eastern 25 feet of Lot 17 is used in the winter months as a snow dump by the street maintenance crew. Additionally, the southern 8 foot strip of Lot 17 adjacent to Browning is a utility corridor with power, communication cables and associated equipment.

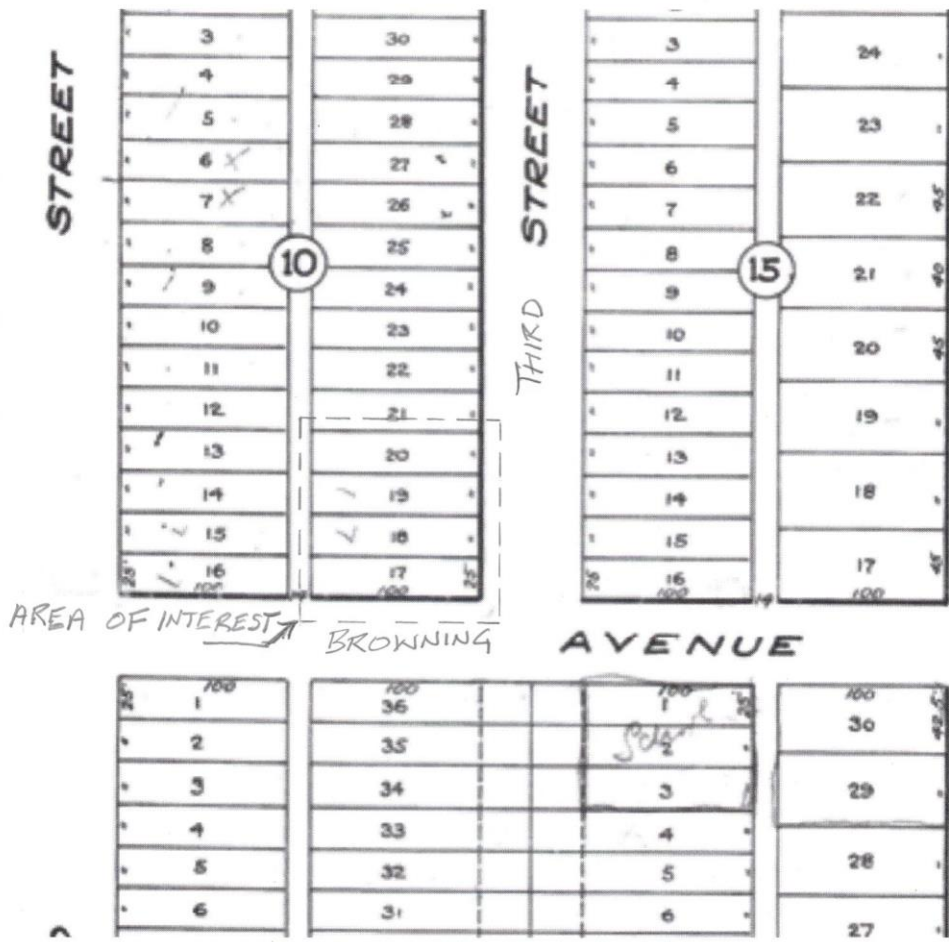
Our proposal to purchase Lot 17 would include creating a utility corridor easement along the south most length of Lot 17 adjacent to Browning as well as a snow dump easement on the east most 25feet adjacent to Third street; therefore, not interfering with snow removal operations or currently installed utilities. Allowing us to purchase this lot would allow for the following benefits for both us and the City of Cordova.

- Provide revenue for the city as a sale and future revenue in the form of property tax for partial development of Lot 17.
- Our building would provide another much needed dwelling unit within the City and future taxes associated with it.
- Allow the city to use the East most 25feet of Lot 17 for the snow dump, off of Third Street as is presently the case.
- In considering possible designs for Lots 18 and 19, we would like to justify the building to the south so that we can maintain greater than the minimum required side yard between our property and Lot 20 to the north. Currently the building located to the north uses their adjacent side yard for parking. We would like to have a large side yard as well, for additional summer parking and winter snow management, and provide a roomier feel to our property and the existing neighbor to the north. Owning Lot 17 would allow us to do this.
- Allow for easier vehicle access to our property since the existing buildings off Second Street are built close to the alley line making accessibility to our property difficult with the narrow alley.
- Help with residential snow management by allowing for more space to store snow from Lots 18 and 19 in the winter months.

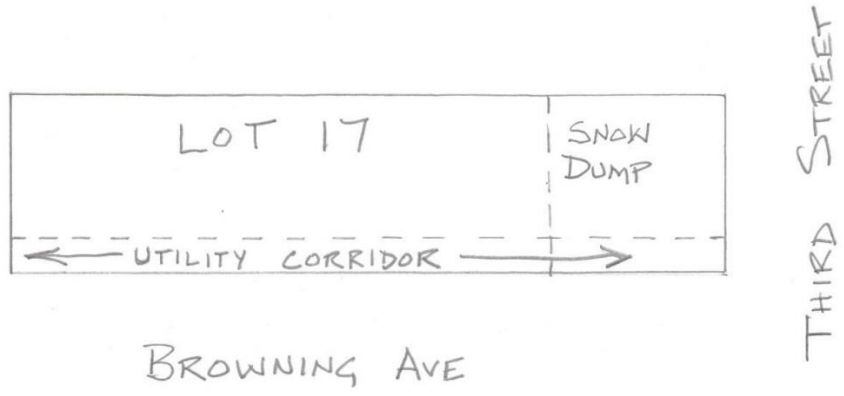
- The aesthetics of Lot 17 would be improved with landscaping as it is an ideal south facing garden area for Lots 18 and 19.

Thank you for your consideration,

John Stack and Barbara Solomon



Area of interest shown on this plat.



Lot 17 shown with Utility Corridor and Snow Dump



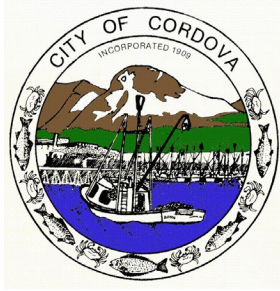
Lot 17 Utility Corridor viewed from alley looking East



Lot 17 viewed from alley looking East



Property viewed from Third Street looking West



AGENDA ITEM 15
City Council Meeting Date: 9/18/24
CITY COUNCIL COMMUNICATION FORM

FROM: Kevin Johnson, Public Works Director / Acting City Planner

DATE: 9/11/24

ITEM: Letter of Interest, Lots 3 & 4, Block 8, Original Townsite

NEXT STEP: Recommendation to City Council on Disposal and Disposal Method

INFORMATION
 RESOLUTION

MOTION
 ORDINANCE

I. REQUEST OR ISSUE:

Requested Actions:	City Council Decision on Disposal and Disposal Method
Applicant:	Cordova Chamber of Commerce
Legal Description:	Lots 3 & 4, Block 8, Original Townsite
Area:	Approximately 5,000 Sq. Ft.
Zoning:	Central Business District
Attachments:	Location Map Letter of Interest

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

“I move to dispose of Lots 3 and 4, Block 8, Original Townsite, 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 Cordova Chamber of Commerce 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 Lots 3 and 4, Block 8, Original Townsite”

III. FISCAL IMPACTS: The current lease with the Chamber of Commerce does not charge rent or utilities and instead provides the use of the building and pays for utilities (sewer, water, garbage, heat) as an in-kind donation to the Chamber. Council will ultimately have to decide on if these in-kind donations will continue or if rent payments would be required if they chose to continue leasing the space to the Chamber. Alternatively, the Council could choose to lease the space to a different entity and charge rent.

IV. BACKGROUND INFORMATION: The lease with the Chamber of Commerce, who has occupied this location since 1999, is due to expire on December 31, 2024, and does not have any additional renewal options. This requires the chamber to go through the land disposal process to request that a new lease be negotiated.

The Chamber has submitted a letter of interest explaining that the current location was purpose built and meets their needs. They have considered other office locations but have determined that they would like to remain in their historic location.

Planning Commission at their 9/10/24 Regular Meeting passed a motion 3/1 to recommend that city council directly negotiate a new lease with the Chamber of Commerce. This decision was based on the Chambers long standing tenancy, that they are a community asset, and that it is a good location.

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

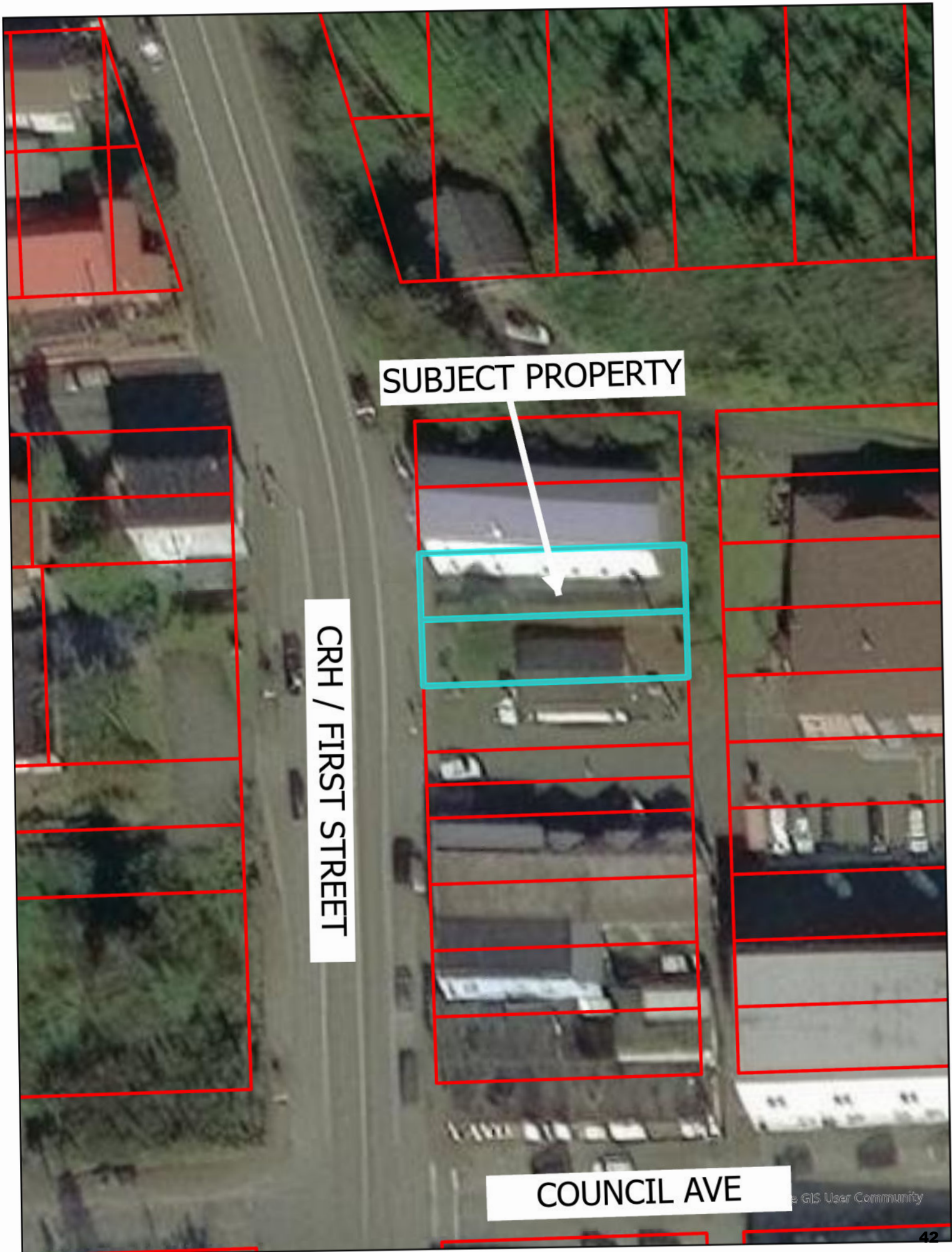
5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

V. LEGAL ISSUES: Legal review of any agreement will be required prior to final approval by Council.

VI. SUMMARY AND ALTERNATIVES: The City Council may make a motion to dispose of or not dispose of the property.



SUBJECT PROPERTY

CRH / FIRST STREET

COUNCIL AVE



July 25, 2024

City Manager
City of Cordova
P.O. Box 1210
Cordova, AK 99574

To Whom It May Concern:

The Cordova Chamber of Commerce is a non-profit membership organization established in 1988 that works to empower the business community and foster connections that elevate the quality of life in Cordova. In addition to our work to support Cordova's small and large businesses and grow economic opportunity, we have worked in partnership with the City of Cordova for over 25 years as the designated Destination Management and Marketing Organization (DMMO) for the Cordova area to foster relationships and attract visitor traffic that fits the unique culture and offerings of our community.

It has come to our attention that our current lease with the City of Cordova for Lots 3 & 4, Original Townsite, Cordova AK is expiring on December 31, 2024. The Chamber has leased this site since 1999, at which time it was purpose-built to fit the needs we serve, and we are interested in renewing the lease to remain in this historic location. Our board of directors and staff have explored other office location options and have concluded that this location at 404 First Street best suits our purpose as a Visitor Center to provide local information to visitors as well as residents, to organize and host community-wide events that elevate the quality of life and increase economic opportunity, to provide business counseling and support, and to bring together various community partners to reach shared goals that propel our community forward.

Through the pandemic, our services proved vital to local businesses and the community, and the value and relevance of Cordova Chamber has only continued to grow since then. Our small staff and dedicated board of directors work diligently to better the quality of life for residents and create an inviting atmosphere for commerce. This affordable office space is pivotal to our continued impact. We greatly value our partnership with the City of Cordova and could not do our work without your cooperation and this support. Thank you for your consideration and partnership.

Best Regards,

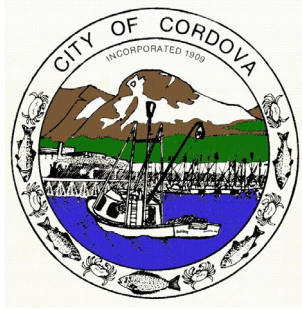
Cathy Renfeldt
Executive Director
Cordova Chamber of Commerce

Cordova Chamber of Commerce
PO Box 99
Cordova, AK 99574
907-424-7260
cordovachamber.com

Board of Directors

Osa Schultz, Seaview Condo/ Pet Projects
Tommy Sheridan, Sheridan Consulting
Lisa Koker, Cordova Telecom Cooperative
Christi Banks, F/V Jammin Salmon
Katrina Hoffman, Prince William Sound
Science Center / OSRI
Leif Stavig, Cordova Electric Cooperative
Natasha Casciano, Cordova Gear
Nattilee Kinsman, Studio Red
Nelly Hand, Drifters Fish
Danaya Hoover, Native Village of Eyak
Emily Anderson, City of Cordova
Erin Cooper, US Forest Service
LCDR Ryan Foust, US Coast Guard

Executive Director, Cathy Renfeldt



AGENDA ITEM 16
City Council Meeting Date: 9/18/24
CITY COUNCIL COMMUNICATION FORM

FROM: Kevin Johnson, Public Works Director / Acting City Planner

DATE: 9/12/24

ITEM: Letter of Interest – Portion of Public Safety Building

NEXT STEP: City Council on Disposal and Disposal Method

INFORMATION
 RESOLUTION

MOTION
 ORDINANCE

I. REQUEST OR ISSUE:

Requested Actions: City Council on Disposal and Disposal Method
Applicant: Alaska State Troopers
Area: Approximately 2,500 Sq. Ft.
Zoning: Public Lands & Institutions District
Attachments: Letter of Interest

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

“I move to dispose of a portion of the Public Safety Building, 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 Alaska State Troopers 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 the requested portion of the Public Safety Building.”

III. FISCAL IMPACTS: The city would continue to collect lease revenue for the use of the space.

IV. BACKGROUND INFORMATION: The Alaska State troopers are currently located within a roughly 2,500 square foot portion of the Public Safety Building. The lease with the Troopers has expired and does not have any additional renewal options. This requires the Troopers to go through the land disposal process to request that a new lease be negotiated.

The Troopers have submitted a letter of interest explaining their desire continue to lease the existing space.

City staff, including those occupying the Public Safety Building have reviewed this request and have no objects to a new lease being negotiated.

Planning Commission at their 9/10/24 Regular Meeting passed a motion 4/0 to recommend that the city council dispose of a portion of the Public Safety Building by directly negotiating with the Alaska State Troopers. The reasoning for this recommendation was that they believe it is vital to have the troops in close proximity to the other public safety agencies to facilitate collaboration and responses to incidents. Also, they have been a long-time tenant and there have been no issues with their tenancy during their time in that location.

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

V. LEGAL ISSUES: Legal review of any lease will be required prior to final approval by Council.

VI. SUMMARY AND ALTERNATIVES: The City Council may make a motion to dispose of a portion of the Public Safety Building or not dispose of the space.



August 22, 2024

Lease #2679 – Letter of Interest for Lease Extension

The Department of Transportation & Public Facilities, Division of Facilities Service (DFS), Leasing Section administers lease #2679, occupied by the Department of Public Safety located at 602 Railroad Avenue, Cordova, Alaska 99574.

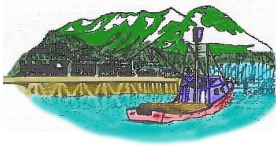
This letter serves to express the State's interest in pursuing an extension of this lease for an aggregate term of Ten (10) years, the structure of which is to be negotiated between both parties upon approval. The Lease consists of 2,500 square feet of office space and ten (10) parking spaces. There is no request for changed to the square footage nor parking space requirements.

Thank you for the consideration of this letter of interest. Please let us know of you decision at the earliest opportunity.

Sincerely,

A handwritten signature in blue ink that reads "Daniel Valette".

Daniel Valette, MBA
Contracting Office III
907-269-0310
daniel.valette@alaska.gov



City Council of the City of Cordova, Alaska
Pending Agenda
September 18, 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 (Title 4) 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) Facility condition assessments part 2 work session (did P&R on 4-19-23) - Oct '23 | 9/6/2023 |
| 5) City Code re: procurement, Manager spending limit trigger in a code provision | 4/19/2023 |
| 6) Discuss/create a policy for established timeframes for review of City ongoing contracts | 9/6/2023 |
| 7) Explore methods to capture tourism dollars by requiring arriving RVs to use paid facilities | 9/6/2023 |
| 8) Strategic planning work session (goal setting), to include Permanent Fund and other priorities | 2/21/2024 |
| 9) Bonding for City streets - explore for when asphalt plants will be in town during other projects | 4/3/2024 |
| 10) Fisheries Committees (combining them) - report in 9/4/24 packet, resolution forthcoming to make changes | 9/4/2024 |

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

- | | |
|---|------------|
| 1) Disposal of PWSSC Bldg - referred until more of a plan for north harbor so the term of RFP would be known | 1/19/2022 |
| 2) Res 12-18-36 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:

10/16/2024	1/15/2025	4/16/2025	7/16/2025
-------------------	------------------	------------------	------------------
- 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) Title 5 rewrite - property tax portion complete - sales tax portion of this forthcoming fall 24
 sales tax draft ordinance work session on **9/18/24**
- 8) Each year in **June** Council will approve by Resolution, the School's budget and City's contribution
- 9) Fisheries disaster declaration for **10/2/24** meeting



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
 September 18, 2024 Regular Council Meeting**

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

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

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

- | | | |
|--|--|------------------------------------|
| <p>1) Prince William Sound Regional Citizens Advisory Council</p> | <p>David Janka appointed March 2024</p> | <p>2 year term until May 2026</p> |
| <p>2) Prince William Sound Aquaculture Corporation Board of Directors</p> | <p>Tommy Sheridan appointed June 2024</p> | <p>3 year term until Sept 2024</p> |
| <p>3) Alaska Mariculture Alliance</p> | <p>Sean Den Adel 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 17th DAY OF JANUARY 2024



[Handwritten signature of David Allison]

David Allison, Mayor









ATTEST:

[Handwritten signature of Susan Bourgeois]

Susan Bourgeois, CMC, City Clerk

September 2024

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1  ALASKA STATE FAIR AUGUST 16 - SEPTEMBER 2	2  8am-3pm Sept 2 Labor Day Holiday City Hall Offices Closed	3	4 6:45 Public hearing 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 6:45 Public hearing 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	27	28 Copper River Rally VBall 9/27-28 
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

October 2024

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

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2		4	5
			7:00 Council reg mtg CCAB	Rosh Hashanah Oct. 2-4 Pioneers of Alaska Grand Igloo		2024 ASAA/FIRST NATIONAL BANK ALASKA/ CROSS COUNTRY RUNNING STATE CHAMPIONSHIP October 5, 2024 at Bartlett High School Trails in Anchorage
6	7	8	9	10	11	12
			Alaska HISTORICAL SOCIETY	2024 AHS Conference	Cordova October 9- 12, 2024	
		6:30 P&Z CCAB	6:00 Harbor Cms CCAB 7:00 Sch Bd HSL			Yom Kippur
13	14	15	16	17	18	19
	INDIGENOUS PEOPLES DAY CSD Holiday	5:30 CTC Board Meeting CCER	7:00 Council reg mtg CCAB		Alaska Day Holiday City Offices closed	
20	21	22	23	24	25	26
			6:00 CEC Board Mtg CCER			
27	28	29	30	31	1	2
		6:00 P&R CCM		12:00 Hosp Svc Bd HCR		

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P&R - last Tues
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 Hosp Svcs Bd - last Thurs

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

Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
Mayor: 3 years	David Allison Mayor@cityofcordova.net	March 1, 2022	March-25
Council members:			
Seat A: 3 years	Tom Bailer CouncilSeatA@cityofcordova.net	March 1, 2022 March 5, 2019	March-25
Seat B: 3 years	Cathy Sherman CouncilSeatB@cityofcordova.net	March 7, 2023 March 3, 2020	March-26
Seat C: 3 years	Kasey Kinsman, Vice Mayor CouncilSeatC@cityofcordova.net	March 7, 2023	March-26
Seat D: 3 years	Wendy Ranney CouncilSeatD@cityofcordova.net	March 5, 2024 July 5, 2023	March-27
Seat E: 3 years	David Zastrow CouncilSeatE@cityofcordova.net	March 5, 2024	March-27
Seat F: 3 years	Kristin Carpenter CouncilSeatF@cityofcordova.net	March 1, 2022	March-25
Seat G: 3 years	Ken Jones CouncilSeatG@cityofcordova.net	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	Barb Jewell, president bjewell@cordovasd.org	Mar 1, 2022, Mar 5, 2019, Mar 1, 2016, Mar 5, 2013	March-25
3 years	Henk Kruithof hkruithof@cordovasd.org	March 5, 2024 March 2, 2021	March-27
3 years	Terri Stavig tstavig@cordovasd.org	March 1, 2022	March-25
3 years	Peter Hoepfner phoepfner@cordovasd.org	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	David Glasen	March 7, 2023	March-26

seat up for re-election in Mar '25	vacant
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	Diane Ujioka CCMCBoardSeatC@cdvcmc.com	March 5, 2024 December 19, 2023	March-27
3 years	Ann Linville CCMCBoardSeatA@cdvcmc.com	March 1, 2022	March-25
3 years	Shelly Kocan CCMCBoardSeatB@cdvcmc.com	July 25, 2023	March-25
3 years	Liz Senear CCMCBoardSeatD@cdvcmc.com	March 5, 2024 March 2, 2021	March-27
3 years	Kelsey Appleton Hayden, Chair CCMCBoardSeatE@cdvcmc.com	March 7, 2023 March 3, 2020	March-26

Library Board - Appointed

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

Planning Commission - Appointed

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

seat up for re-election in Mar '25	vacant
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	Andy Craig, Chair	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	Christa Hoover	Dec '21	November-24
3 years	Hein Kruithof	Dec '23	November-26
3 years	Tommy Sheridan	Sept '22	November-24

Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Jim Fritsch	May '24	November-24
3 years	Henk Kruithof	Nov '19, Dec '22	November-25
3 years	Aaron Hansen, Chair	Dec '21	November-24
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	Ashley Bivin, historical society member	Dec '23		November-24
3 years	Nancy Bird, professional member	Nov '17, Nov '18		November-24
		Dec '21		
3 years	Jim Casement, public member	Dec '23		November-26

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

(updated 07-29-24)