

Mayor
David Allison

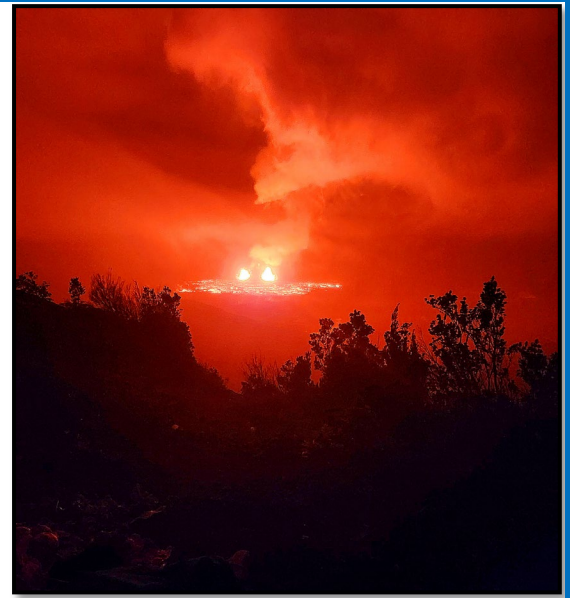
Council Members
Tom Bailer
Cathy Sherman
Kasey Kinsman
Wendy Ranney
David Zastrow
Kristin Smith
Ken Jones

City Manager
Samantha
Greenwood

City Clerk
Susan Bourgeois

Deputy City Clerk
Colette Gilmour

Regular City Council Meeting February 5, 2025 @ 7:00pm Cordova Center Comm Rooms



 Pele growing Hawaii Island

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 Smith, and Ken Jones

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

E. Disclosures of Conflicts of Interest and Ex Parte Communication

- conflicts as defined in CMC 3.10.010 should be declared, then Mayor rules whether member should be recused, Council may 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

- a. **Blake Phillips**, Alaska Permanent Capital Management..... (page 1)
- b. **Clay Koplín**, Community Electric and Water Supply Opportunity..... (page 14)

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

G. Approval of Consent Calendar..... (roll call vote)

5. Minutes: a. Jan 15, 2025, City Council Public Hearing Minutes..... (page 15)

6. Council action to waive protest of transfer of liquor license #911 for Laura's-package store..... (page 16)

7. Per Charter Section 2-8 and Cordova Municipal Code 3.12.022, recordation of excused absence of Council member Ken Jones from the January 15, 2025, Regular Meeting

H. Approval of Minutes – in consent calendar

I. Consideration of Bids/Proposals/Contracts – none

J. Reports of Officers

8. Mayor's Report

9. City Manager's Report

10. City Clerk's Report: a. notice of election-offices-how to declare-how to register..... (page 32)

b. Youth Sticker Design for Election – Council to choose winner(s)..... (page 33)

c. update on Cordova Fisheries Committee..... (page 34)

11. Staff Reports – 4Q, 2024 Quarterlies:

a. Cordova Harbor & Port, Harbormaster **Tony Schinella**..... (page 35)

b. Parks & Recreation Department, Director **Samantha Hagerthy-Schneider**..... (page 37)

c. Public Works Department, Director **Kevin Johnson**..... (page 40)

K. Correspondence..... (see primer for description page 42)

12. 01-08-25 Email from Office of Subsistence Mgt re applicants sought for young leader..... (page 43) Membership on Regional Advisory Councils

13. 01-08-25 Letter from Cindy Butherus, Friends of the Valdez Animal Shelter..... (page 47) asking for match donation \$3,000

- 14. 01-10,13,15,16 Emails from Mayor Allison to School Board, and between..... (page 48)
Smith and Allison re public vs. personal positions
- 15. 01-14-25 Email and article from K. Smith re Senator Murkowski and healthcare costs..... (page 52)
- 16. 01-15-25 Letter from State of Alaska, FY26 Cordova Population determination for..... (page 56)
property tax revenue limitation
- 17. 01-23-25 Early notification for the Shoreside Petroleum, Inc. Cordova bulk fuel facility..... (page 58)
pollutant discharge elimination system permit

L. Ordinances and Resolutions

- 18. Ordinance 1226 (roll call vote)(page 63)
An ordinance of the Council of the City of Cordova amending Cordova municipal code section 11.08.020 – Harbor commission, to reduce the harbor commission from seven to five voting members – 2nd reading
- 19. Ordinance 1227 (voice vote)(page 66)
An ordinance of the Council of the City of Cordova, Alaska, amending Cordova municipal code section 5.10.080 “Maximum tax per transaction-the tax cap” to apply the tax cap to single invoices rather than single items or single transactions of service except as otherwise provided in the Cordova municipal code for service contracts, rentals, and bundled transactions - 1st reading
- 20. Ordinance 1228 (voice vote)(page 73)
An ordinance of the Council of the City of Cordova, Alaska, amending CMC 5.10.100 “Product based exemptions”, CMC 5.10.210 “Exemption application and exemption authorization card”, CMC 5.10.230 “Refunds”, and repealing CMC 5.10.240 “Construction materials and services exemption and refund” to replace the reimbursement application process that applies to eligible construction materials and services and adopt an exemption card application process for such materials and services and amending CMC 5.10.100 to remove income reporting requirements for nonprofit organizations regarding sales by nonprofit organizations, which are not exempt from sales tax - 1st reading

M. Unfinished Business – none

N. New & Miscellaneous Business

- 21. Council action on disposal and method of disposal for approximately (voice vote)(page 82)
12,414.6 SF, Lot 10B, ASLS 73-35 (Plat 74-291)
- 22. Council action on disposal and method of disposal for Lot 1, Block 7A, Tidewater..... (voice vote)(page 87)
Development Park (Breakwater Fill Lot)
- 23. Pending Agenda, CIP List, Calendar, Elected & Appointed Officials lists..... (page 92)

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, contact 907-424-6200 for assistance.

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



ALASKA PERMANENT CAPITAL MANAGEMENT

Registered Investment Adviser

Cordova Permanent Fund

As of December 31, 2024

Staying focused on your goals



Cordova Permanent Fund As of December 31, 2024

Account Inception	February 2024	
Total Contributions	\$ 9,301,182	
Withdrawals <i>Does not include custodial or management fees</i>	\$ 2,997,536	
Current Market Value <i>December 31, 2024</i>	\$ 6,801,359	
Portfolio Return* <i>Inception – December 31, 2024</i>	+ 8.5%	
Strategic Asset Allocation	Risk Control	21%
	Risk Assets	58%
	Alternatives	21%

Purpose:

The purpose for establishment of the fund is to **provide a continuing source of funding for the capital and operating expenses of the city**. The council may not consider any revenue from the Cordova general reserve fund as anticipated revenues for the purpose of funding operating expenses when approving the budget. The establishment of the fund is intended to **assist in minimizing the tax burden to the citizens of Cordova and preserve in trust assets of the city** for the benefit of present and future generations of Cordova residents.

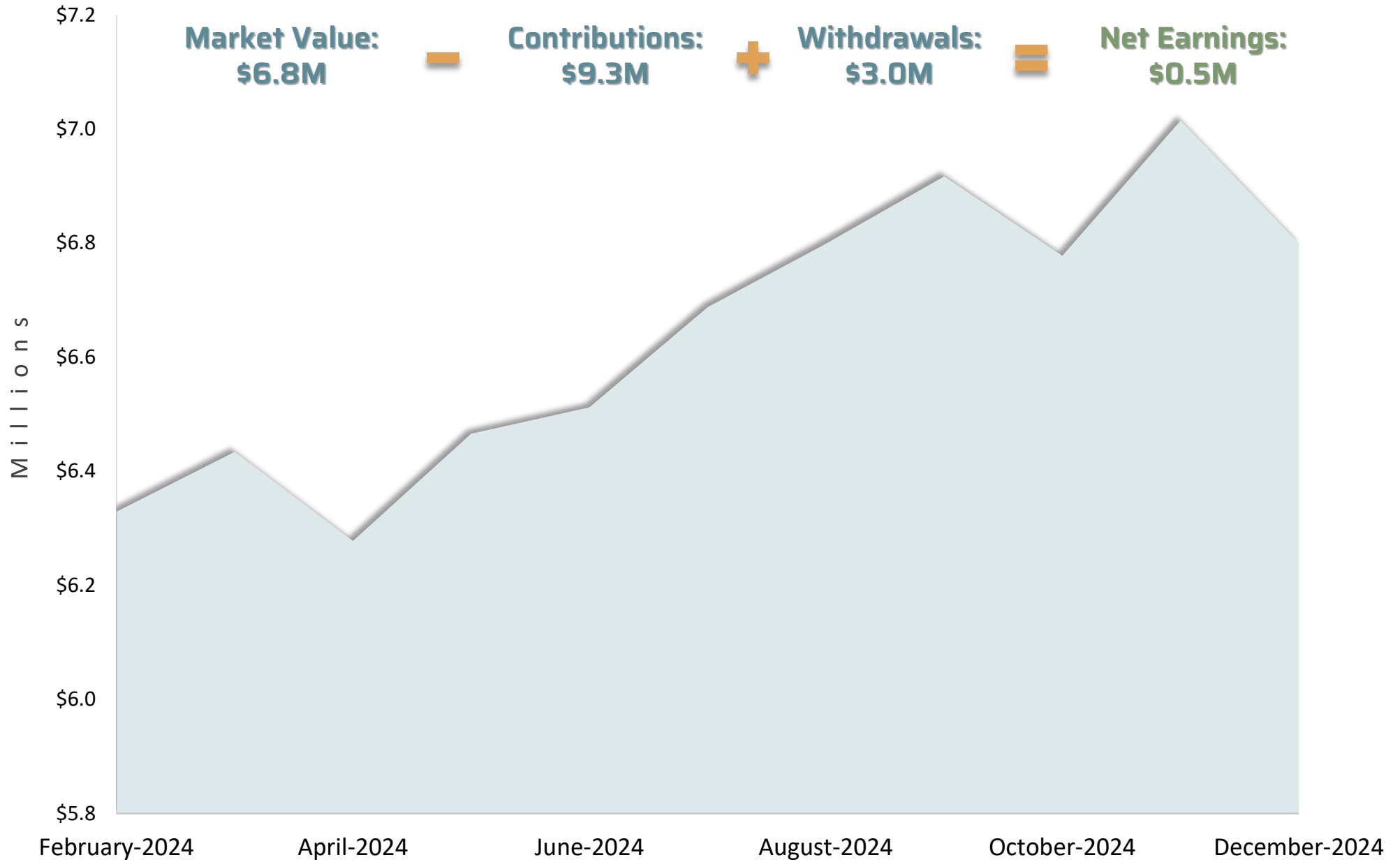
Goals:

The objectives are:

- (i) to maintain the purchasing power of the Funds' corpus, and **Since inception, the account has achieved a real return of 6.3%**
- (ii) to attain a market rate of return throughout budgetary and economic cycles while preserving and protecting capital in the overall portfolio.

*Performance is gross of management fees, net of internal fund fees, and annualized for periods greater than one year.

The power of consistency in cumulative earnings

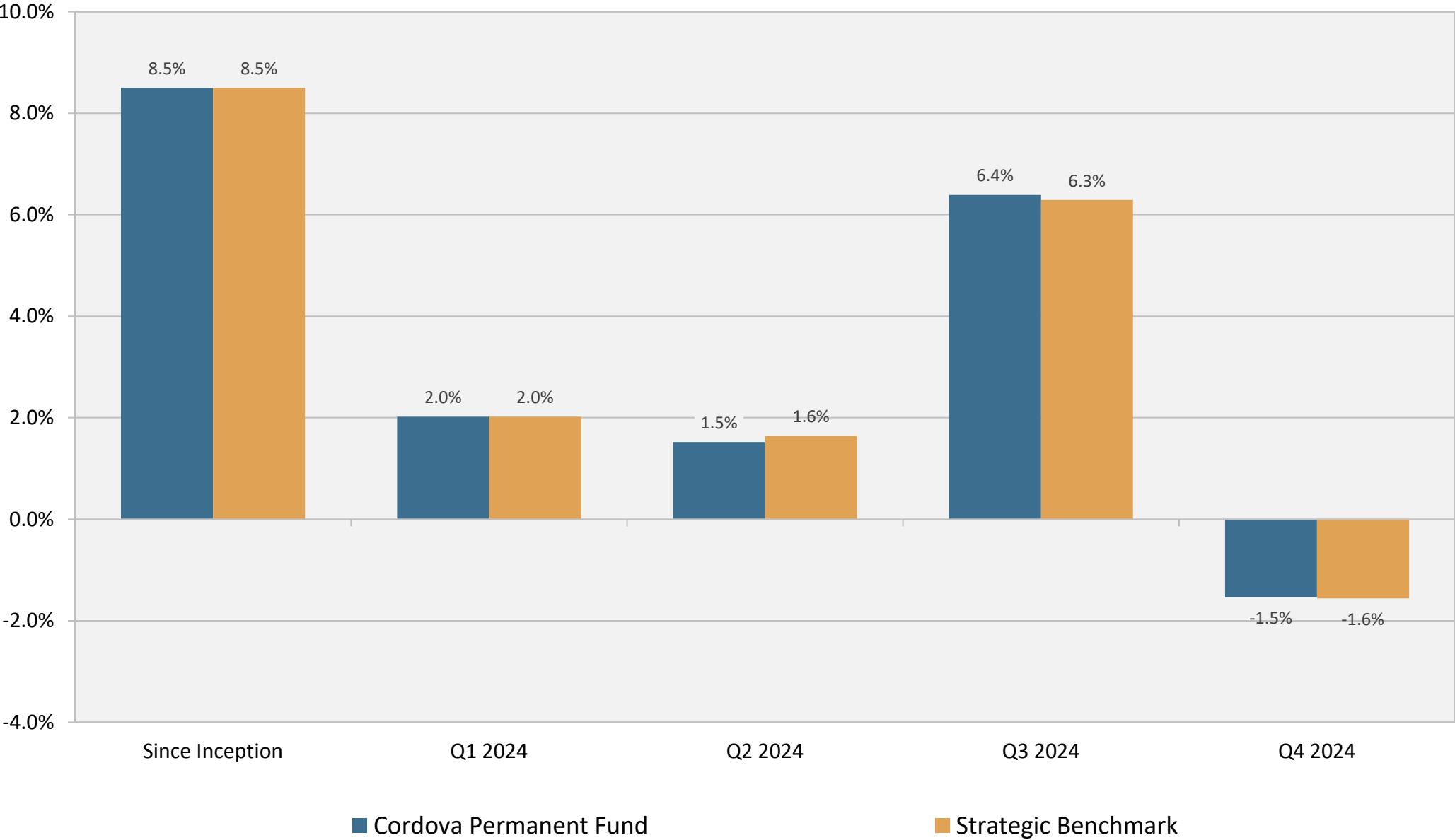


Evaluating returns against strategic goals



Account Performance

December 31, 2024



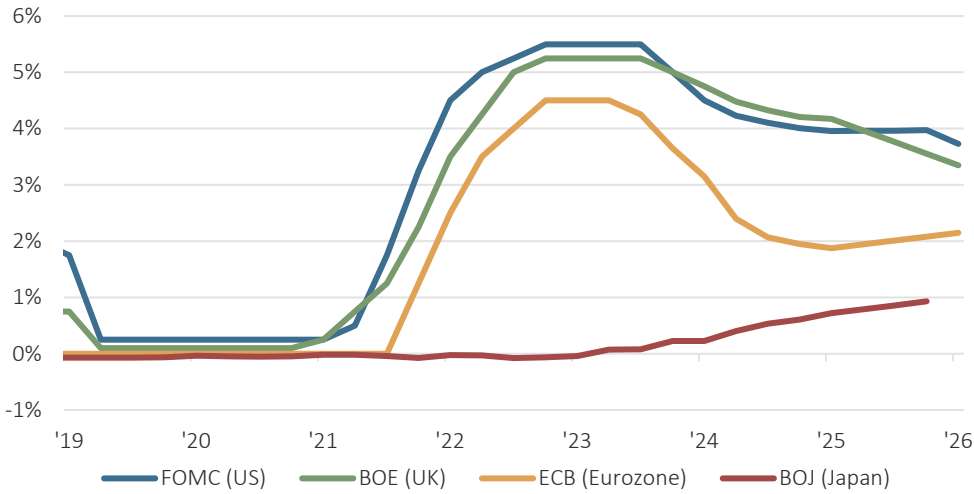
The macro backdrop at year-end 2024



APCM

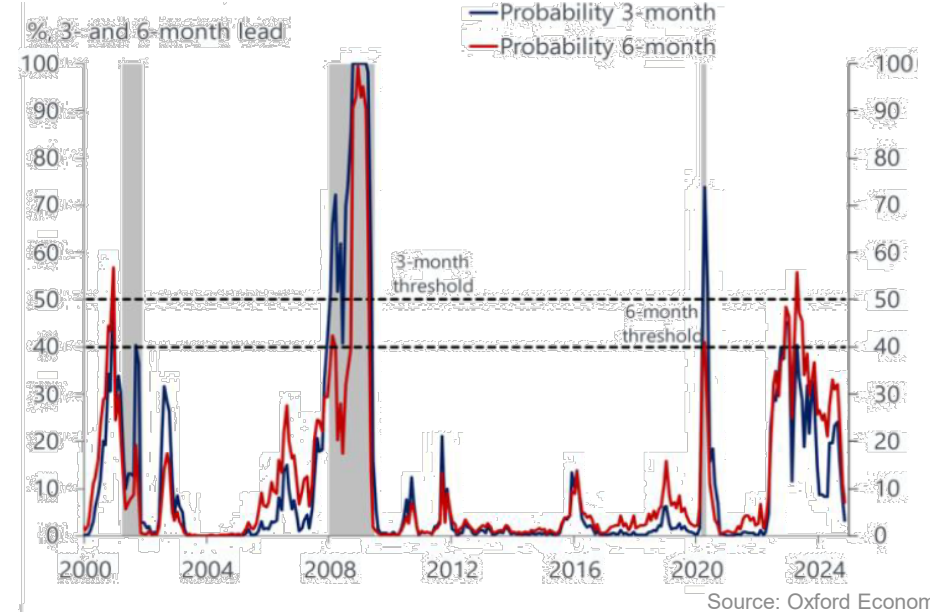
Central Banks Ease as Inflation Moderates

Historical Policy Rates & Forward Curves



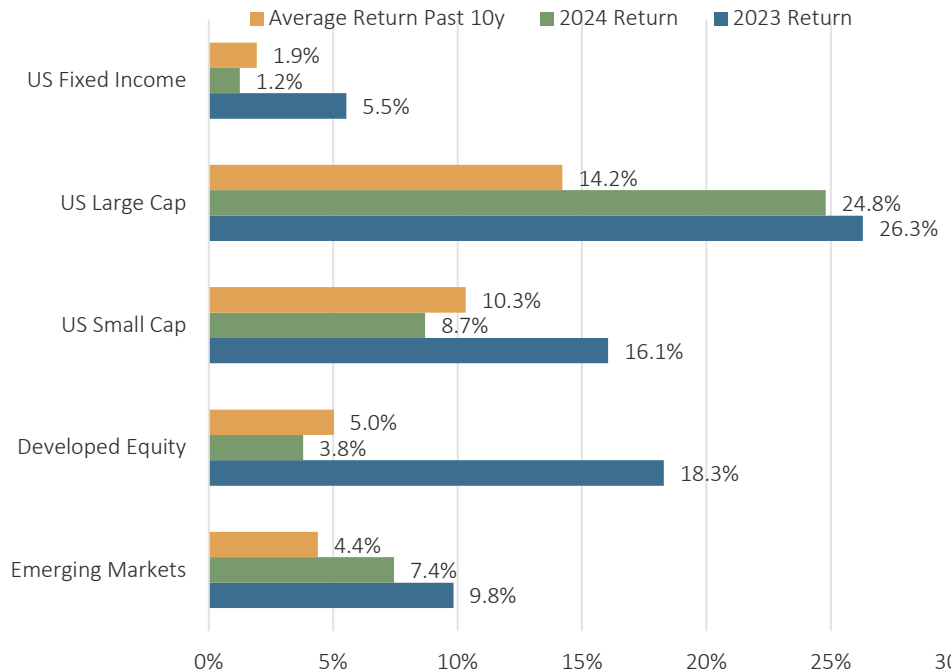
Source: JP Morgan

Recession Risks Stay Low Despite Expectations



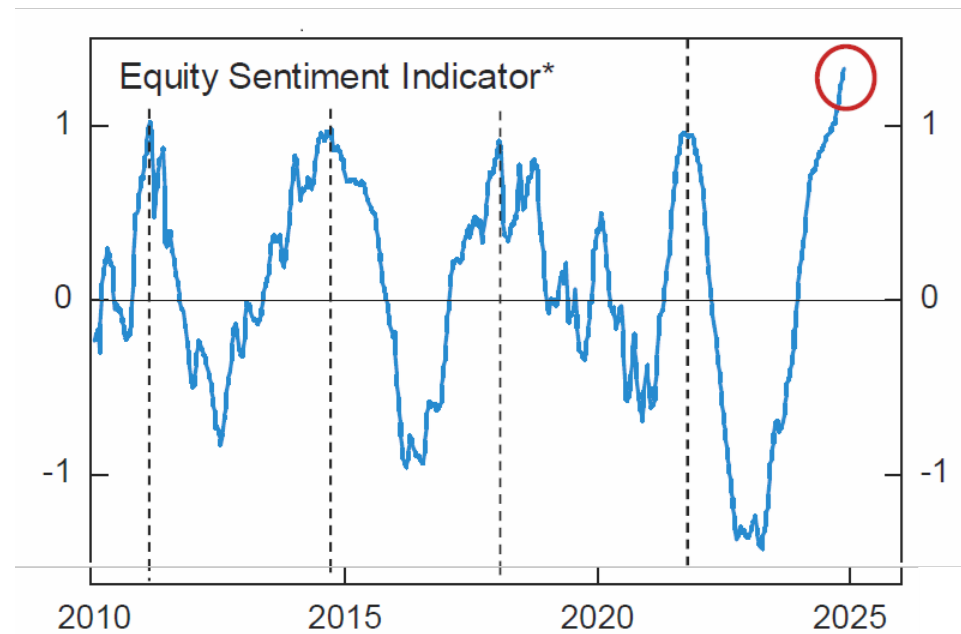
Source: Oxford Economics

Strong Performance Amid Positive Fundamentals



Source: Bloomberg

Investor Sentiment Peaks at Year-End

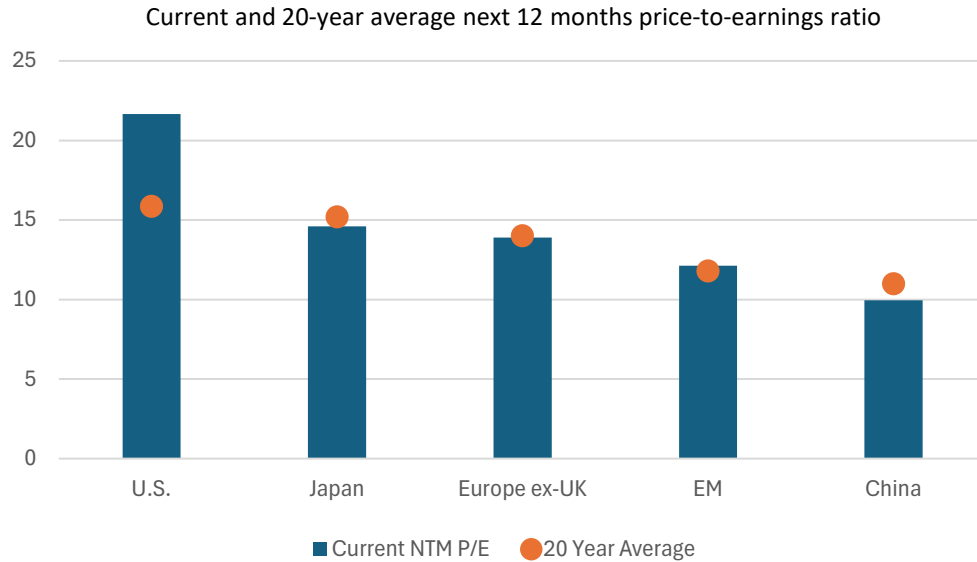


5
Composite Indicator;
Source: Alpine Macro

Key drivers of the 2025 outlook



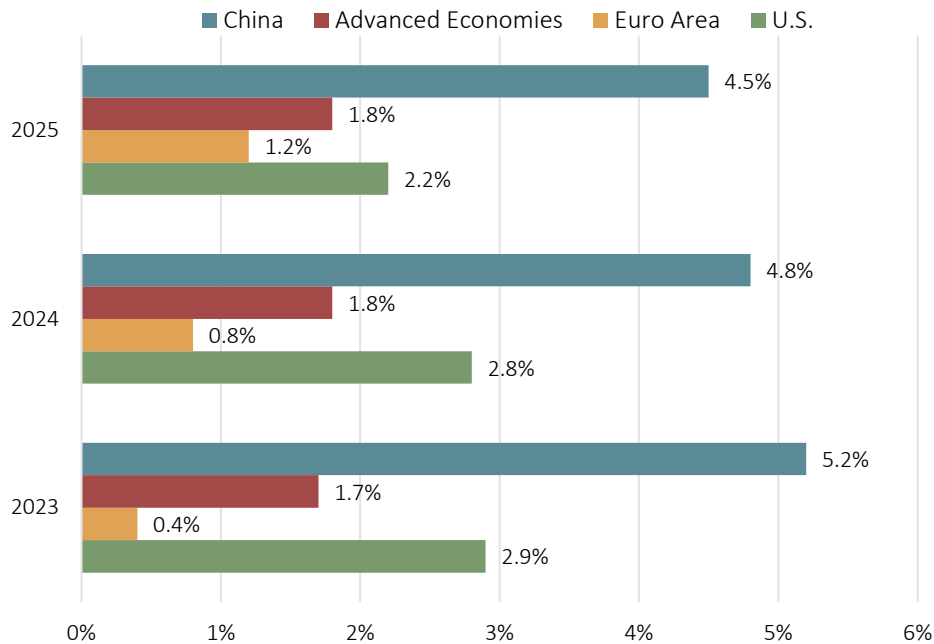
Elevated Valuations Signal Headwind for U.S. Equity Returns



Earnings Growth Key to Sustaining Equity Gains



Positive Growth Projected Across Key Economies



Rising Policy Uncertainty Poses Market Risks



Neutral stance on risk control assets with strong income cushion

APCM is maintaining a strategic weight within Risk Control asset classes, including US bonds, international bonds, and cash.

Our base case expects global growth to settle near trend, supported by resilient US economic activity, a strong labor market, and easing inflation toward 2%. This environment should allow central banks to continue lowering policy rates, though the pace may vary regionally. **Maintaining duration exposure aligns with this outlook, offering potential for total return as yields decline.**

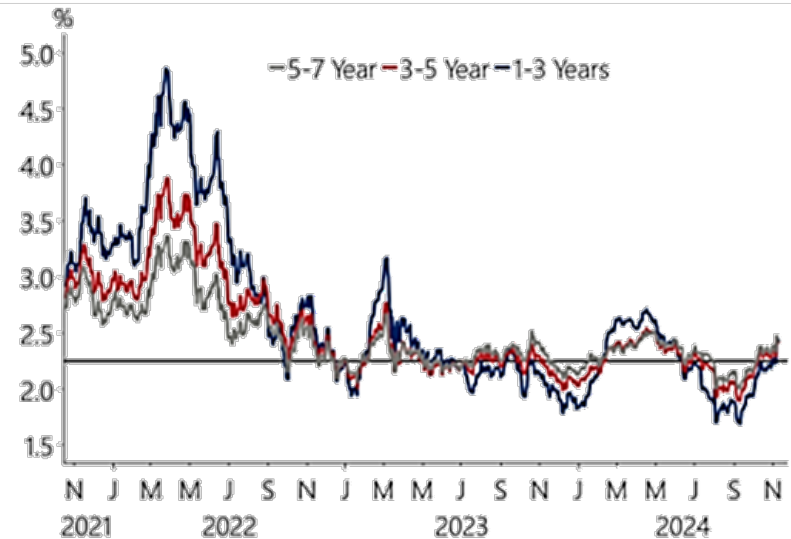
In a reflation scenario, where stimulative policies drive persistent inflation and delay Fed rate cuts, we believe bond coupon income (4.9%) can offset price declines from rising rates.

Conversely, if supply-side constraints slow economic activity and reignite recession fears, fixed income holdings should provide stability, with longer-duration (6.0) bonds benefiting from potential interest rate declines.

This balanced approach seeks to manage portfolio risks while capturing income and defensive qualities across various market environments.

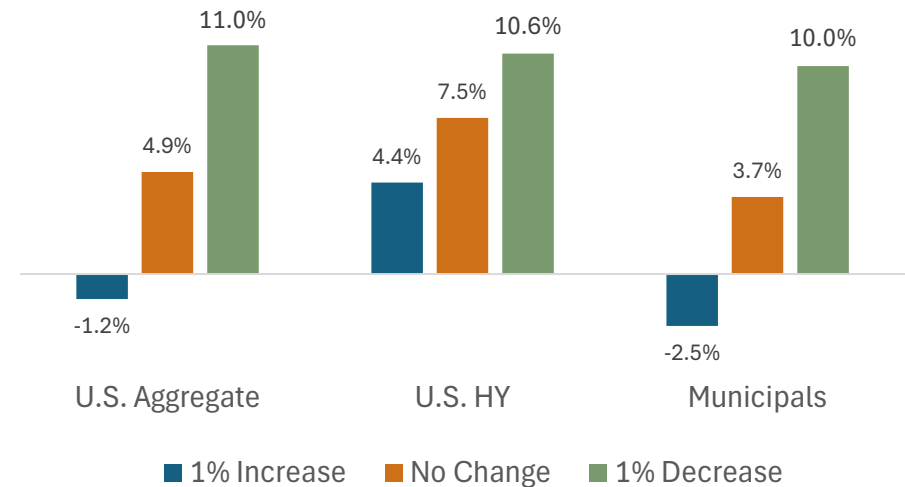
Markets Are Pricing Inflation Implications Roughly Consistent With Target Inflation

ILB-implied average US inflation rates



Fixed Income Returns in Different Interest Rate Scenarios

Potential total return: assumes a parallel shift in the yield curve



Neutral risky assets with earnings expected to drive returns and select opportunities in Europe and small caps

High-Yield Bonds

APCM maintains a **neutral weight in high-yield bonds** relative to long-term targets. Tight spreads, supported by refinancing at historically low rates in 2020–2021, may widen as issuers face a maturity wall in 2025–2026. However, **healthy corporate fundamentals and a supportive economic backdrop should limit default risks**, balancing the outlook.

US Equities

APCM is neutral on equities across regions and market caps, with varied attractiveness. **U.S. large-cap stocks remain expensive but are supported by strong fundamentals** and growth opportunities, such as AI. **Mid- and small-caps may benefit from domestic policy changes**, though tariff uncertainty and softening small-cap corporate health pose risks. A **small-cap quality fund** has been added to balance exposures.

International Equities

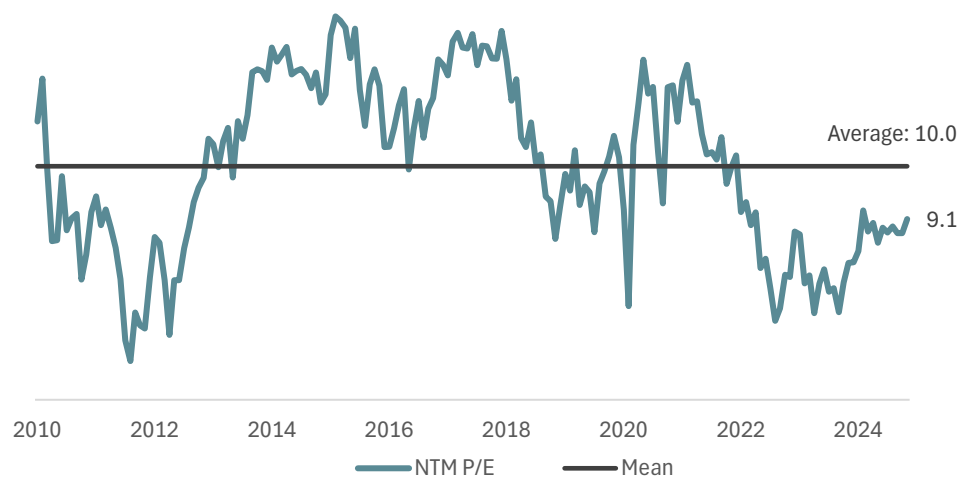
While APCM is neutral overall, **European financials present an opportunity**, supported by strong earnings growth, profitability, and reasonable valuations. **Broader international equities remain attractive relative to U.S. markets but lack clear catalysts to unlock value**, such as European debt reform or China stimulus.



U.S. Small Cap vs. U.S. Large Cap Valuations NTM P/E



European Financials Valuations NTM P/E



Source: FactSet

Selective positioning in alternatives with gold as a hedge and market neutral for stability

Infrastructure & REITs

APCM maintains a **neutral stance on infrastructure and REITs, as these asset classes are fairly priced with stable income profiles**. Their high domestic revenue exposure reduces risks from geopolitical events or tariffs. While they provide steady cash flows, interest rate volatility in the current market environment supports a neutral stance.

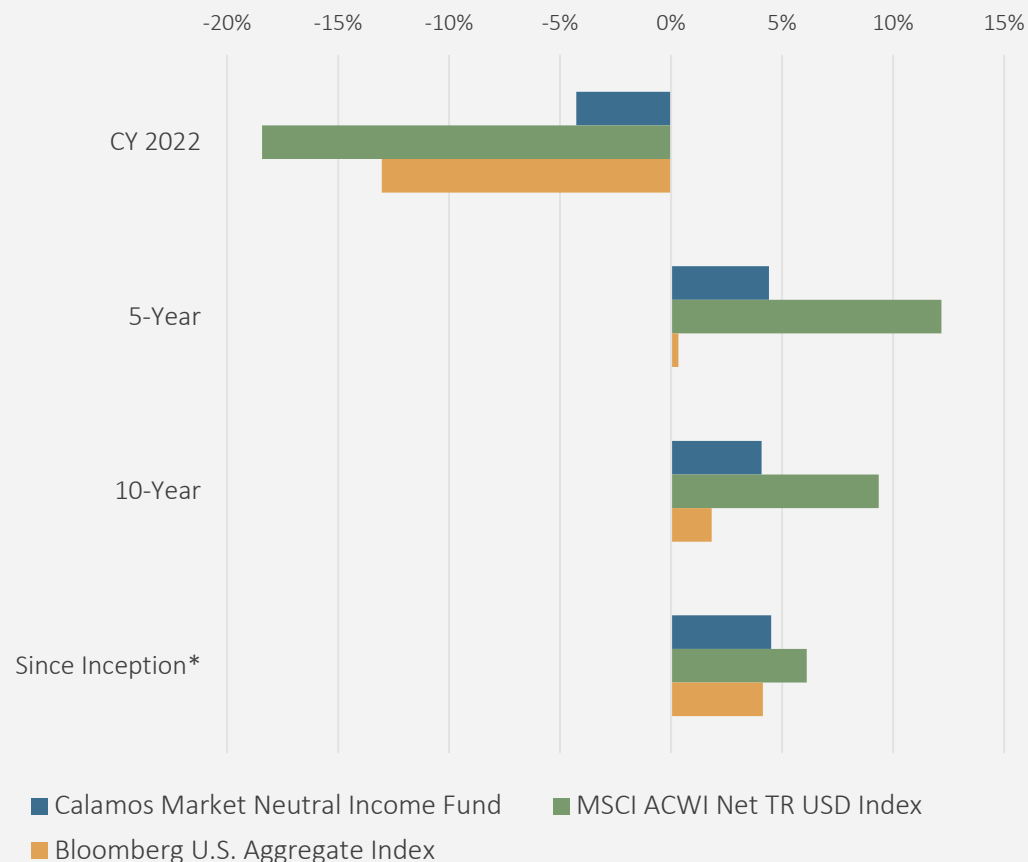
Commodities (Gold)

APCM has funded an **overweight to gold, leveraging its role as a hedge against uncertainty and fiscal risks**. A recent correction has improved its positioning for upside, supported by rising global demand from central banks and investors. **Key drivers include concerns about sanctions, high U.S. debt levels, and potential shifts from Chinese investors. Gold offers a hedge to some key risks in 2025.**

Market Neutral Strategy

To **enhance portfolio resilience, APCM has added the Calamos Market Neutral Income Fund**. This strategy aims to **deliver consistent returns, manage equity risk, and diversify fixed-income exposures**. By leveraging volatility, it complements broader alternative allocations and provides downside protection in uncertain markets.

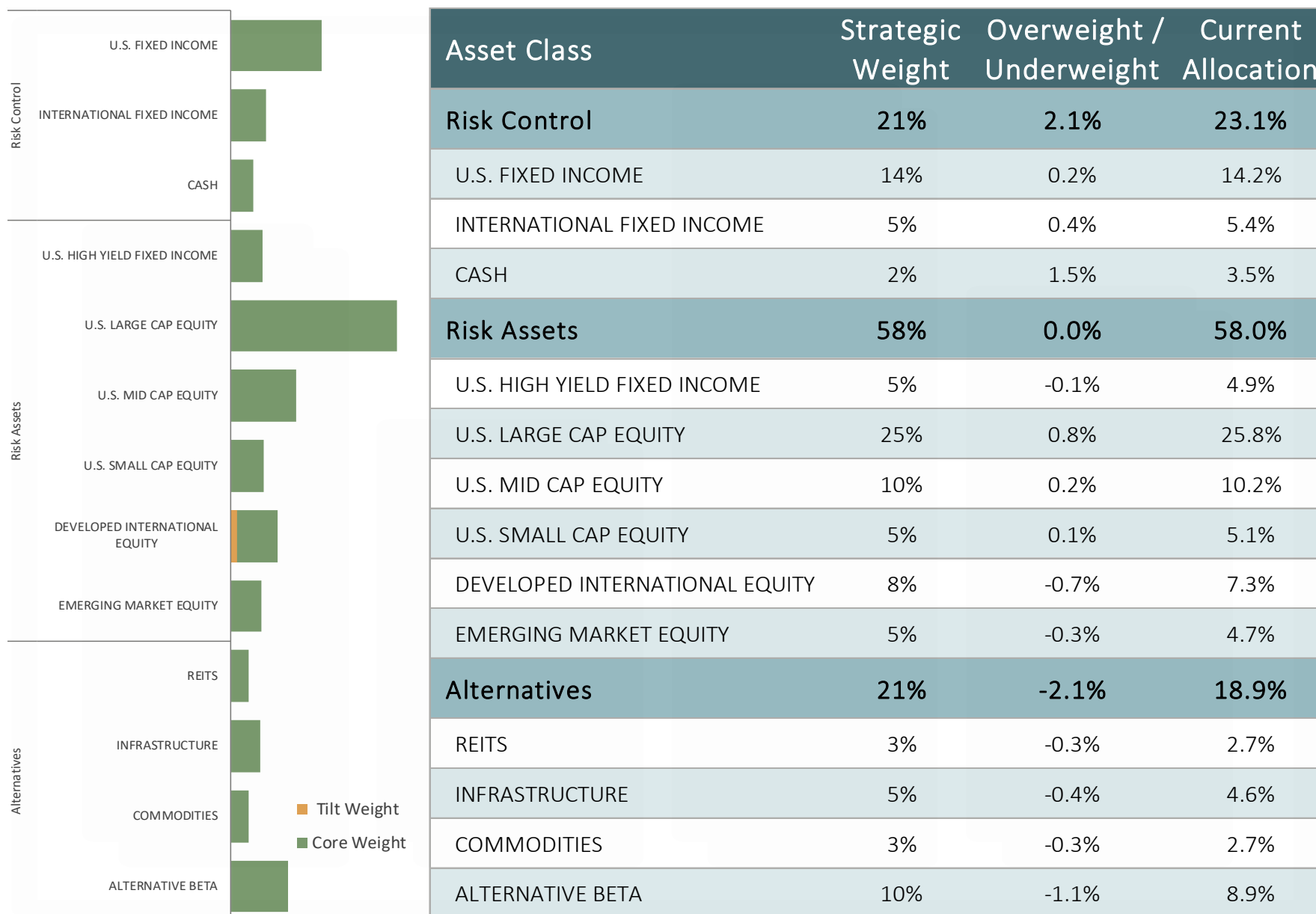
Calamos Market Neutral Income Mutual Fund Return Comparison



IAU iShares Gold Trust ETF

- Exposure to the day-to-day movement of the price of gold bullion.
- Convenient, cost-effective access to physical gold.
- Portfolio diversification and inflation protection.

Aligning near-term tactical adjustments with your long-term strategy



Preparing for what's next

- APCM's Multi-Asset Team has formulated our 2025 market outlook. In January, APCM implemented the tactical asset allocation aligned with our views.
- Our firm's ten-year forward looking Capital Market Expectations utilized for long-term forward-looking projections for Cordova will be completed Q1 2025.
- After the first quarter of 2025, APCM recommends that Cordova schedule a Strategic Review to review APCM's long term return expectations for the Permanent Fund relative to its goals.
- APCM is continuing due diligence to expand its private market offering to include private credit in 2025.
- To help us prepare thoroughly for your upcoming meeting, please let us know as soon as you determine the meeting date, along with the deadline for when you'd like to receive the meeting materials. This will ensure we can provide you with the best possible support and insights.

We're Growing Together: APCM's Next Chapter

Acquisition Overview

Questions? Please reach out to your APCM contact. We are here to support you every step of the way.



Alaska Permanent Capital Management (APCM) is **proud to announce its acquisition by Blue Umbrella**, a private holding company based in Anchorage, Alaska. This partnership is designed to enhance APCM's ability to serve clients while maintaining its trusted legacy and commitment to excellence.

What This Means for You

APCM will continue to operate as usual, with no changes to daily operations or the team you trust. **Our key leadership remains in place** to guide APCM forward. **Blue Umbrella brings resources, networks, and strategic tools** to help APCM grow sustainability while maintaining its mission.

Why Blue Umbrella?

Blue Umbrella values APCM's legacy and reputation. With a track record of fostering growth, they **focus on ensuring smooth transitions and aligning with client-first values**.

Commitment to Clients

Your trust is our priority. This partnership strengthens APCM's ability to deliver consistent, high-quality services while positioning the firm for future success.

Important Assumptions

IMPORTANT: The projections or other information generated by Alaska Permanent Capital Management Company (APCM) regarding the likelihood of various outcomes are hypothetical in nature, do not reflect actual investment results, and are not guarantees of future results. There can be no assurance that the projected or simulated results will be achieved or sustained. The charts and data only present a range of possible outcomes. Actual results will vary over time, and such results may be better or worse than the simulated scenarios. Clients should be aware that the potential for loss (or gain) may be greater than that demonstrated in the simulations. Please note that the analysis does not take into consideration all asset classes, and other asset classes not considered may have characteristics similar or superior to those being analyzed.

Important Legal Information

These calculations are designed to be informational and educational only, and when used alone, do not constitute investment advice. APCM encourages investors to review their investment strategy periodically as financial circumstances do change.

Model results are provided as a rough approximation of future financial performance. Actual results could produce different outcomes (either better or worse) than those illustrated by the model, since it is not possible to anticipate every possible combination of financial market returns. APCM is not responsible for the consequences of any decisions or actions taken in reliance upon or as a result of the information provided by the results of the model.

Other Influences on Rates of Return

Investment management fees: Returns are presented gross of management fees and include the reinvestment of all income. Actual returns will be reduced by investment advisory fees and other expenses that may be incurred in the management of the account. The collection of fees produces a compounding effect on the total rate of return net of management fees. As an example, the effect of investment management fees on the total value of a client's portfolio assuming (a) quarterly fee assessment, (b) \$1,000,000 investment, (c) portfolio return of 8% a year, and (d) 1.00% annual investment advisory fee would be \$10,416 in the first year, and cumulative effects of \$59,816 over five years and \$143,430 over ten years. Actual investment advisory fees incurred by clients may vary.

Taxes: Unless noted otherwise, model results have not been adjusted for any state or federal taxes or penalties.

Inflation: Unless noted otherwise, model results do not adjust any inputs or outcomes for inflation. Inflation is assumed to be constant over the investment horizon.

Limitations Inherent in Model Results

Limitations include but are not restricted to the following:

Model results do not represent actual trading and may not reflect the impact that material economic and market factors might have had on APCM's decision making if the actual client money were being managed.

Extreme market movements may occur more frequently than represented in the model.

Some asset classes have relatively limited histories. While future results for all asset classes in the model may materially differ from those assumed in APCM's calculations, the future results for asset classes with limited histories may diverge to a greater extent than the future results of asset classes with longer track records.

Market crises can cause asset classes to perform similarly over time; reducing the accuracy of the projected portfolio volatility and returns. The model is based on the long-term behavior of the asset classes and therefore is less reliable for short-term periods. This means that the model does not reflect the average periods of "bull" and "bear" markets, which can be longer than those modeled.

The model represent APCM's best view of the next 7-10 years, but is unlikely to reflect actual investment returns worldwide over this period.



Memorandum

Date: 01/30/25
To: City of Cordova Mayor and City Council
cc: City Manager
From: Clay Koplín, CEO
Re: Crater Lake Project Funding

The City of Cordova and Cordova Electric Cooperative shared the cost of a feasibility assessment for developing a Crater Lake Water and Power project for which a final report was issued in January 2016 (available upon request). CEC pursued funding for the project and identified loan funding, but in 2019 elected not to proceed with the project due to financial burden and a desire to seek alternatives. CEC was awarded a Renewable Energy Fund grant in 2022 and assessed dam storage opportunities at Upper Scott Glacier, Alag Lake, Power Creek, Humpback Creek, Snyder Falls Creek, Raging Creek, and updated the cost estimate for Crater Lake (\$31M). Of these options, Humpback Creek and Crater Lake storage were deemed feasible and affordable with additional outside funding sources. CEC has also evaluated tidal, wave, solar, and wind options for Cordova and among these alternatives deemed solar to be marginally feasible when hydro storage becomes available.

NVE and CEC has secured approximately \$5M in EPA funding for the Humpback Creek Project, and a combination of USDA (RUS) grants and low interest loans for developing Humpback Creek, Crater Lake, and grid scale solar. In December, the CEC Board directed CEC staff to seek additional grant funding. CEC staff has approached the City of Cordova staff to revisit joint development of Crater Lake as a power and water project, with potential addition of a water storage tank in the design. This project would replace the need to develop a permanent siphon at Crater Lake for water needs and could provide additional upgrades to the water system, such as a new storage tank.

CEC will be engaging the community organizations, citizens, and landowners / stakeholders over the next 12 months to assure that no community benefits or concerns are overlooked in the design process.

CEC seeks City partnership to seek additional funding for developing the projects. CEC is actively developing a February 27th concept paper for US Department of Energy (80%-90% grant) for full project cost) for a combined power and water project. CEC is seeking State of Alaska funding to provide the match.

CEC encourages the City Council to authorize the City Manager to seek grant funding for the project with letters of support and as a sub-recipient for community water needs and participate in community benefit planning and stakeholder engagement.

**City Council Public Hearing
January 15, 2025 @ 6:45 pm
Cordova Center Community Rooms
Minutes**

A. Call to order

Mayor David Allison called the Council public hearing to order at 7:04 pm on January 15, 2025, in the Cordova Center Community Rooms.

B. Roll call

Present for roll call were **Mayor David Allison** and Council members **Cathy Sherman, Kasey Kinsman, Wendy Ranney,** and **Dave Zastrow.** **Ken Jones** was absent. Council member **Tom Bailer** and **Kristin Smith** were present via zoom videoconference. Also present were City Comptroller, **Sheryl Glasen,** and Deputy City Clerk, **Colette Gilmour.**

C. Public hearing

1. Resolution 01-25-01 A resolution of the council of the City of Cordova, Alaska, amending the finance department section of the 2025 fee schedule as had been approved in Resolution 12-24-36 on December 4, 2024

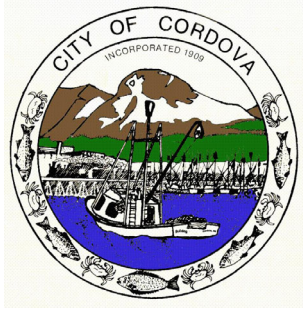
Mayor Allison opened the hearing for public testimony on Resolution 01-25-01 at 7:06 pm. There was no public testimony.

D. Adjournment

Hearing no objection **Mayor Allison** adjourned the public hearing at 7:06 pm.

Approved: February 05, 2025

Attest: _____
Colette Gilmour, CMC, Deputy City Clerk



AGENDA ITEM 6

City Council Meeting Date: 2/5/25

CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk

DATE: 1/29/25

ITEM: Council option to protest/waive protest transfer of Liquor License # 911

NEXT STEP: Approval of Consent Calendar

ORDINANCE
 MOTION

RESOLUTION
 INFORMATION

I. REQUEST OR ISSUE: A Cordova business is transferring its liquor license. Council as the local governing body has the ability to protest the transfer.

II. RECOMMENDED ACTION / NEXT STEP: Council action to protest, waive right to protest, or waive protest with conditions. Approval of the consent calendar assumes the motion is to waive protest.

III. FISCAL IMPACTS: Cordova businesses collect and remit sales tax to the City. Establishments that are licensed to sell alcohol collect and remit sales tax at 13% on retail alcoholic beverages.

IV. BACKGROUND INFORMATION: Finance Staff and Deputy City Clerk Colette Gilmour have determined this business to be current in all financial obligations to the City. Police Chief Derrick Swenson has no public safety concerns about this business. City Planner Amanda Coward and Public Works Director Kevin Johnson have no land use/permitting concerns with 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 this motion:
Council motion to waive it’s right to protest the transfer of liquor license #911, from Laura’s Liquor Shoppe, LLC, to Osborn, LLC.



January 23, 2025

City of Cordova

VIA Email: cityclerk@cityofcordova.net; cgilmour@cityofcordova.net

License Type:	Package Store	License Number:	911
Licensee:	Osborn, LLC		
Doing Business As:	Laura's		
Premises Address	608 First Street, Cordova, AK 99574		
Endorsement(s):	n/a		

- New Application**
 Transfer of Ownership Application
 Transfer of Location Application
 Transfer of Controlling Interest Application

We have received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 305.085(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable. To protest the application referenced above, please submit your protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant's proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,
Alysha Pacarro, Licensing Examiner II
For
Lizzie Kubitz, Acting Director
amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Why is this form needed?

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's Anchorage office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 – Transferor Information

Enter information for the *current* licensee and licensed establishment.

Licensee:	Laura's Liquor Shoppe, LLC	License #:	911
License Type:	Package Store	Statutory Reference:	04.09.230
Doing Business As:	Laura's Liquor Shoppe		
Premises Address:	608 First Street		
City:	Cordova	State:	Alaska
		ZIP:	99574
Local Governing Body:	Cordova City Council		

Transfer Type:

- Regular transfer
- Transfer with security interest
- Involuntary retransfer

OFFICE USE ONLY			
Complete Date:		Transaction #:	100816303
Board Meeting Date:		License Years:	
Issue Date:		Examiner:	

RECEIVED

JUL 01 2024



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 2 – Transferee Information

Enter information for the *new* applicant and/or location seeking to be licensed.

Licensee:	Osborn, LLC				
Doing Business As:	Laura's				
Premises Address:	608 First Street				
City:	Cordova	State:	Alaska	ZIP:	99574
Community Council:	Cordova City Council				

Mailing Address:	PO Box 1793				
City:	Cordova	State:	Alaska	ZIP:	99574

Designated Licensee:	Osborn, LLC				
Contact Phone:	907-424-3144	Business Phone:	907-424-3144		
Contact Email:	lauras@laurascordova.com				

Seasonal License? Yes No If "Yes", write your six-month operating period: _____

Section 3 – Premises Information

Premises to be licensed is:

an existing facility a new building a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

800 feet

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

500 feet

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Alaska Alcoholic Beverage Control Board
Form AB-01: Transfer License Application

Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5.
 If more space is needed, please attach a separate sheet with the required information.
 The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: applicant affiliate

Name:					
Address:					
City:		State:		ZIP:	

This individual is an: applicant affiliate

Name:					
Address:					
City:		State:		ZIP:	

Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6.
 If more space is needed, please attach a separate sheet with the required information.

- If the applicant is a corporation, the following information must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, the following information must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

Entity Official:	Alexis Osborn				
Title(s):	Member	Phone:	907-227-1408	% Owned:	50
Address:	PO Box 93				
City:	Cordova	State:	Alaska	ZIP:	99574

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Alaska Alcoholic Beverage Control Board
Form AB-01: Transfer License Application

Entity Official:	William Osborn				
Title(s):	Member	Phone:	907-429-3144	% Owned:	50
Address:	PO Box 93				
City:	Cordova	State:	Alaska	ZIP:	99574

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

DOC Entity #:	10212003	AK Formed Date:	11/07/2022	Home State:	Alaska
Registered Agent:	K, H & G SERVICE COMPANY, INCORPORATED		Agent's Phone:	907-277-1604	
Agent's Mailing Address:	255 East Fireweed Lane, Suite 200				
City:	Anchorage	State:	Alaska	ZIP:	99503

Residency of Agent:

Yes No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?

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Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Yes No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

Section 7 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

If "Yes", disclose the name of the individual and the reason for this authorization:

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Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 8 – Transfer Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a **controlling interest** of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

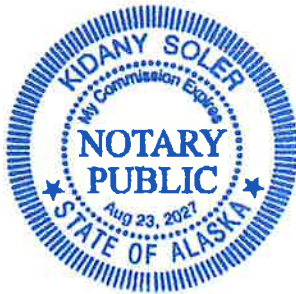
Mary Barrow Little

Signature of transferor

MBO ~~Mary Little~~ *Mary Barrow Little*

Printed name of transferor

Subscribed and sworn to before me this 15th day of September, 2023.



Kidany Soler

Signature of Notary Public

Notary Public in and for the State of Alaska.

My commission expires: 08/23/2027

Signature of transferor

Printed name of transferor

Subscribed and sworn to before me this ____ day of _____, 20 ____.

Signature of Notary Public

Notary Public in and for the State of _____.

My commission expires: _____

RECEIVED
JUL 01 2024



Alaska Alcoholic Beverage Control Board Form AB-01: Transfer License Application

Section 9 – Transferee Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

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

WO

I certify that all proposed licensees have been listed with the Division of Corporations.

WO

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.

WO

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 304.465.

WO

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

WO

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.

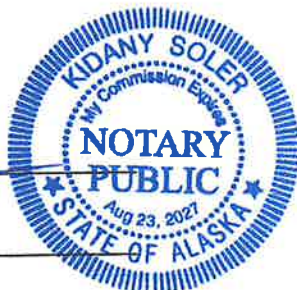
WO

William Osborn

Signature of transferee

William Osborn

Printed name



Kidany Soler

Signature of Notary Public

Notary Public in and for the State of

Alaska

My commission expires:

8/23/2027

Subscribed and sworn to before me this

15th

day of

September

, 20*23*.

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JUL 01 2024



Alaska Alcoholic Beverage Control Board Form AB-01: Transfer License Application

Section 9 – Transferee Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

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WO

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.

WO

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

WO

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 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.

WO

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.

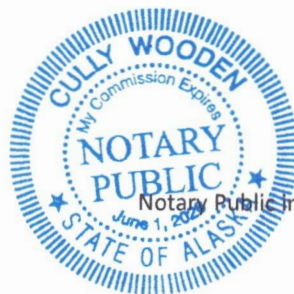
WO

WAS OSW

Signature of transferee

Alexis Osborn

Printed name



Cully Wooden

Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 6/1/2024

Subscribed and sworn to before me this 9th day of January, 2024



Alaska Alcoholic Beverage Control Board Form AB-02: Premises Diagram

Why is this form needed?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

The **second page of this form may not be required**. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's Anchorage office before any license application will be considered complete.

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Osborn, LLC	License Number:	911		
License Type:	Package Store				
Doing Business As:	Laura's				
Premises Address:	6008 1st St				
City:	CORDOVA	State:	AK	ZIP:	99574

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Alaska Alcoholic Beverage Control Board

Form AB-02: Premises Diagram

Section 2 – Detailed Premises Diagram

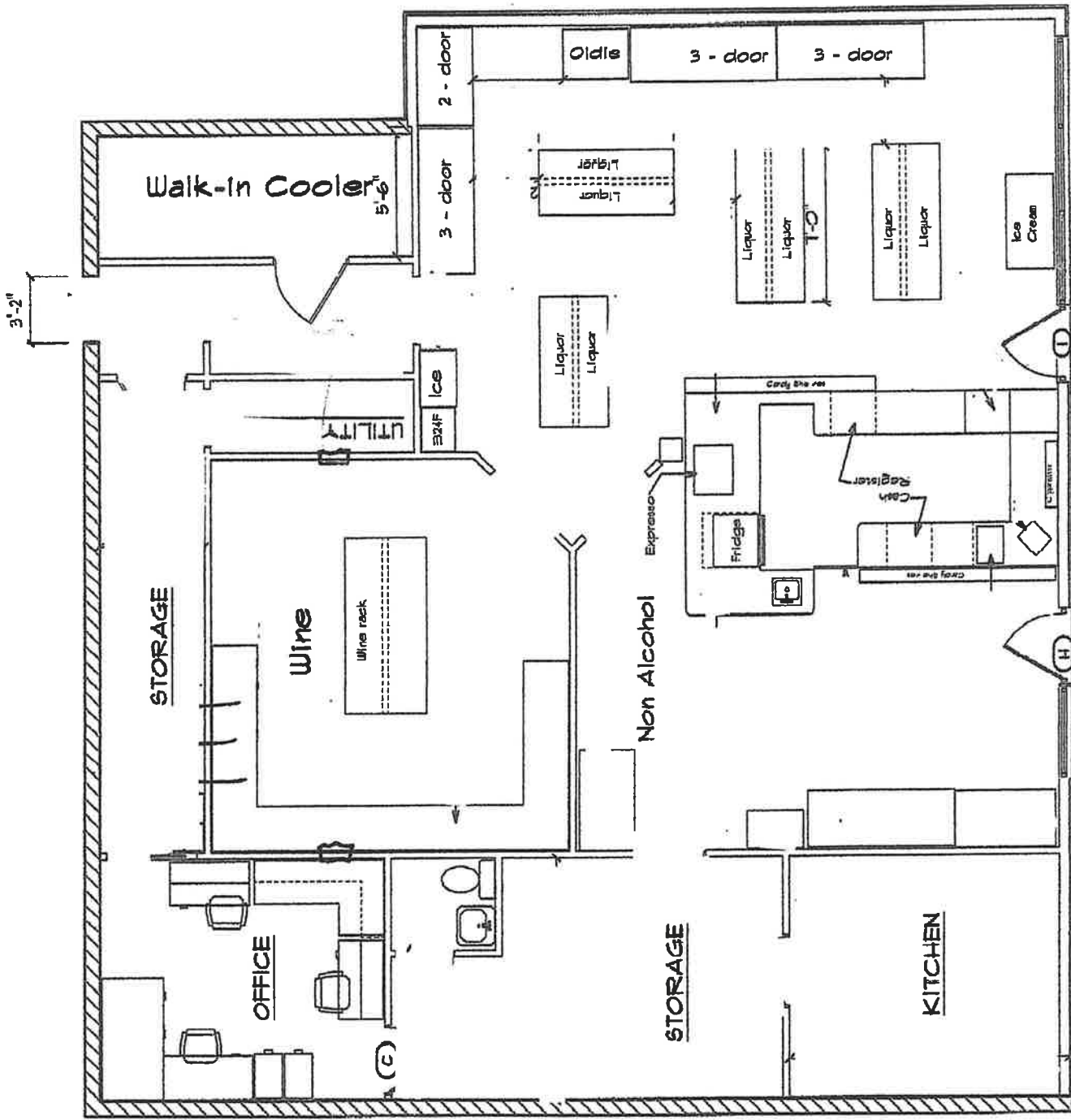
Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances and exits, walls, bars, and fixtures, and outline in red the perimeter of the areas designated for alcohol storage, service, consumption, and manufacturing. Include dimensions, cross-streets, and points of reference in your drawing. You may attach blueprints or other detailed drawings that meet the requirements of this form.

Attached diagram of currently licensed location
we are purchasing and will be operating out of.

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working

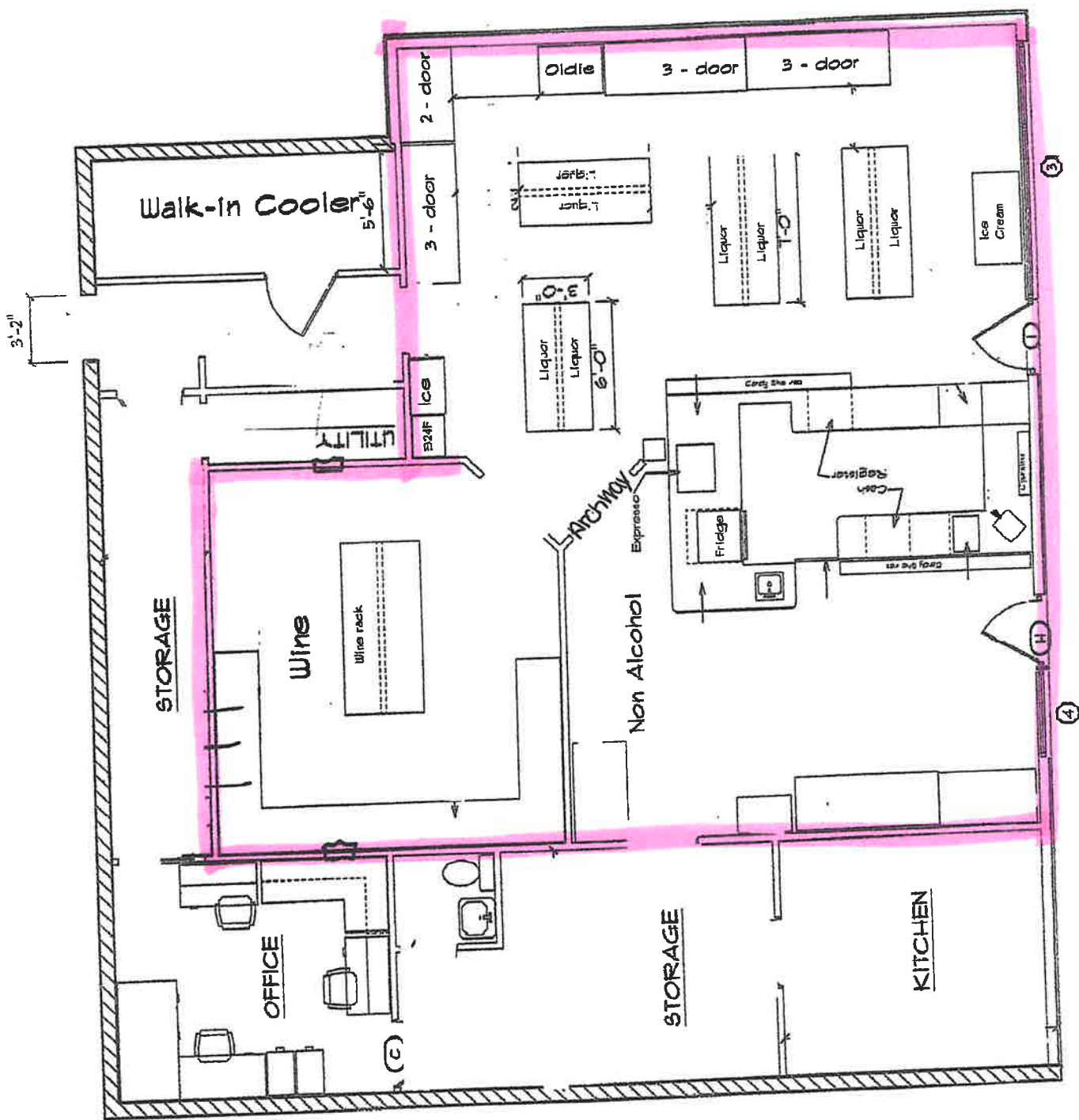


Retail Finish Layout

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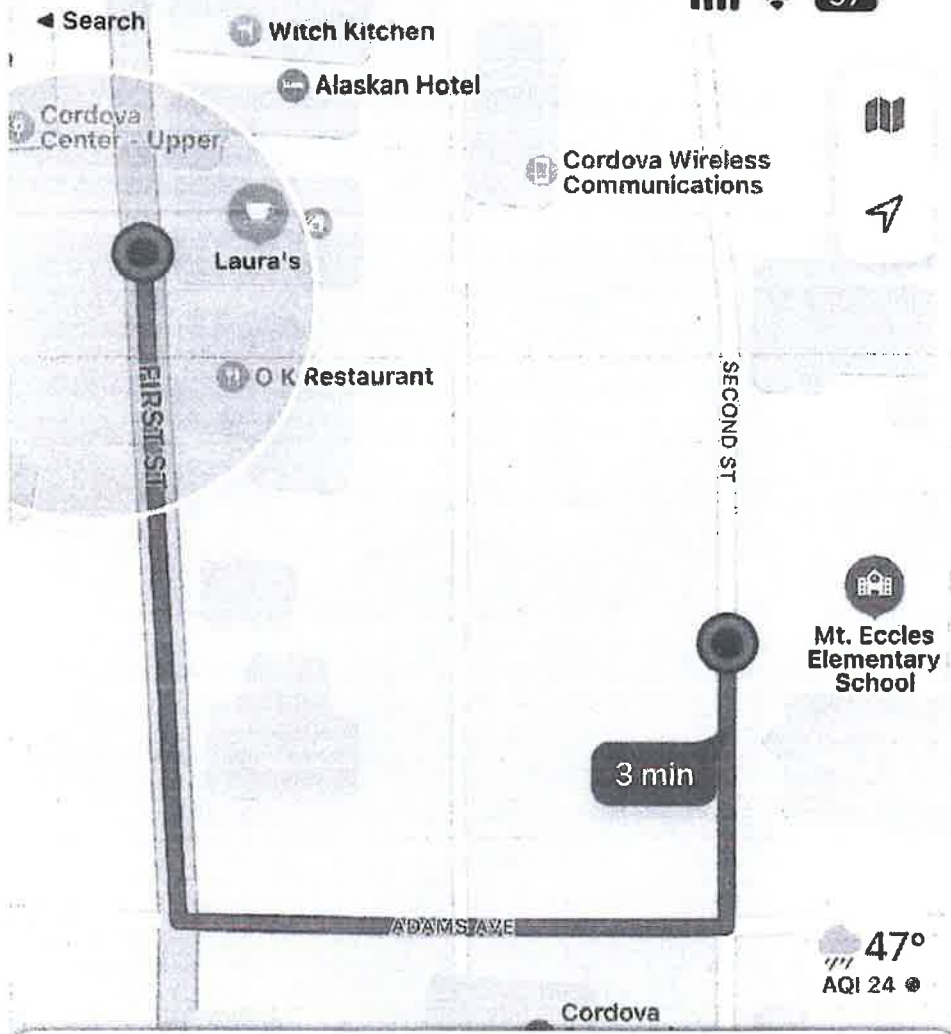
JUL 01 2024

Yorking



Retail Finish Layout

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Directions



- Laura's
- Mt. Eccles Elementary School

Walk Avoid

3 min
800 ft · Gently uphill



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2:16

96

Cordova Wireless Communications

Laura's

O K Restaurant

SECOND ST

3 min

Mt Ele Sc

ADAM ST

The Net Loft

Cordova Community Baptist Church

47°
AQI 24

Directions

Laura's

Cordova Community Baptist Church

Walk

Avoid

3 min

500 ft · Mostly flat

GO

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CORDOVA REGULAR CITY ELECTION

MARCH 4, 2025



Polling Place – Cordova Center Community Room A

Voting Hours – 7:00 am to 8:00 pm

Offices to be Elected

One (1) **Mayor**, for One (1) Regular, Three (3) Year Term

Three (3) **City Council Members**, for Three (3) Regular, Three (3) Year Terms

Two (2) **School Board Members**, for Two (2) Regular, Three (3) Year Terms

Two (2) **Hospital Services Board Members**, for Two (2) Regular, Three (3) Year Terms

Declaration of Candidacy

To Declare Candidacy: Any qualified voter who meets the residency and age requirements of the elective office must file, not earlier than the date of first posting of this notice (Tuesday December 17, 2024) and at least by 30 days before the election (by Monday February 4, 2025), with the city clerk, a sworn declaration of candidacy using the declaration of candidacy form that applies to the office for which they are a candidate in order for the voter's name to appear on the ballot as a candidate for that elective office.

Residency Requirements: Mayor, City Council, and School Board: One year immediately preceding the election. Hospital Services Board: One year immediately preceding the election and able to meet the requirements in Cordova Municipal Code 15.20.010.

Register to vote online at: www.elections.alaska.gov

To be qualified to vote in a Regular or Special City Election, a voter must be:

- A. Qualified to vote in State Elections and registered to vote in State Elections at a residence address within the City limits of Cordova at least thirty days immediately preceding the City Election (by Sunday, February 2, 2025),
- B. A resident of the City for thirty days immediately preceding the City Election (by Sunday February 2, 2025), and
- C. Not disqualified under Article V of the Alaska Constitution.

Deputy Clerk Colette Gilmour created a contest among Cordova’s youth (grades 3-6 specifically) to design the City’s “I Voted” stickers for use at local elections. The contest has been a huge success with approximately 16 entrants so far. City staff is voting on the 16 hoping to narrow it to 4. On February 5 we will email Council members the 4 finalists and let you vote for the top 1 or 2 at tonight’s meeting. All entries will be posted on City Facebook page and top 1 or 2 will be turned into stickers for use over the next few elections until its time for another contest. Thanks Colette for your enthusiasm and for involving Cordova’s youth in our Elections!



City of Cordova
601 First Street
Cordova, AK 99574

Voting Sticker Design Competition

The City of Cordova Clerks office is requesting a new design for our “I Voted” stickers!

Students third grade through sixth grade will create their own design to be put onto the City’s local election voting stickers. The winning design will be used for the upcoming local election March 4th. Designs must incorporate the words “I Voted”. Design themes/subjects are open but ideas reflecting pride of local government, Cordova, or Alaska are encouraged. **Submissions are due by January 31st, 2025** and can be turned in at City Hall, or emailed to cgilmour@cityofcordova.net. The top designs will be brought in front of City Council to be voted on for a winner.

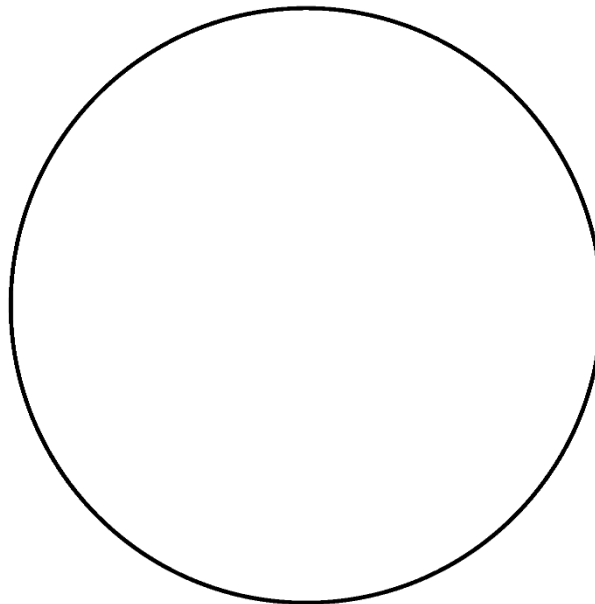
Student Name: _____ Grade: _____

Teacher: _____ School: _____

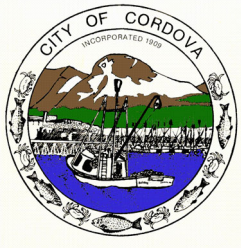
Parent Name: _____ Parent Phone Number: _____

Parent Signature: _____ Date: _____

Design Title: _____



By submitting this form to the City of Cordova, the participant and their parent or legal guardian grant the City a non-exclusive, royalty-free license to use, reproduce, and modify the submitted design for media, online platforms, print materials, and other forms of communication. The participant affirms that the design is their original work and does not infringe on any copyright, trademark, or other intellectual property rights. The City of Cordova reserves the right to modify or adapt the winning design as necessary for its intended use. Participants may withdraw their submission at any time prior to the selection of the winning design by providing written notice to the City of Cordova. The City of Cordova is not responsible for any disputes arising from the submission, including claims related to copyright or intellectual property ownership. The name of the student associated with the winning design will be publicly announced. A parent or guardian's signature is required to confirm consent for participation and the use of the design as described above.



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

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

CITY CLERK'S REPORT TO COUNCIL

February 5, 2025, Regular Council Meeting

Update concerning Cordova Fisheries Committee: Council created the CFC in October 2024. The Clerk's memo included the summary and alternatives below. I wondered if Council intended to edit the tasks and/or further refine the membership criteria. I was not at the meeting in Oct. 2024, so unfortunately these questions were not addressed at the time of approval. At this time, if Council is content with tasks and membership criteria, we should try to fill the committee. However, Council should direct the Clerk to do so via usual means (advertise and include the specific criteria) or considering the specificity of this committee's makeup, the Mayor and/or Council members could approach specific people that they feel would be interested and fit the criteria.

Advisory Boards and Committees such as this are required to abide by CMC 3.50.020:

3.50.020 - Appointments.

A. A member of an advisory board or committee created under this chapter or a member of any appointed commission or committee established by other ordinance or charter shall be nominated by the mayor and confirmed by the council. A member shall be a resident of the greater Cordova area and be a registered voter with the state of Alaska. Members shall serve without compensation. (Ord. 678 (part), 1990).

Excerpt from memo for approval of resolution 10-24-32 authorizing the CFC:

SUMMARY AND ALTERNATIVES: Majority voice vote to approve the resolution. Council may wish to amend by adding other tasks to this committee and may want to amend regarding the membership.

Excerpt from resolution 10-24-32:

WHEREAS, one role of the CFC is to advise City Council on fisheries related issues in the Prince William Sound area or elsewhere if pertinent to Cordova or Cordovans; and

WHEREAS, another role of the CFC is to work with State and Federal agencies towards the development of new commercial fisheries in the Prince William Sound area and to support expansion of existing commercial fisheries in the Prince William Sound area; and

WHEREAS, the CFC is now authorized to have a membership of seven with preference given to Area E Commercial Fishing Permit holders and also to attempt to maintain membership including representation from some or all of the following agencies, organizations, and/or job titles: ADF&G, a Fisherman's Union, the Aquaculture Industry, the Processing Industry, Marine Transportation Industry, a Fisheries Education Professional; and

TO: City Manager/City Council
 FROM: Harbormaster Schinella
 DATE: 1/29/25
 RE: 4th Quarter report 1 Oct 2024 – 31 Dec 2024

Annual Stalls Assigned: 665 out of 711 Total Slips 93% Occupancy as of 12/31/25

	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Total</u>
Vessels Charged Daily Rate	1	0	1	2
Vessels Charged Monthly Rate	1	0	0	1
Vessels Impound Status	2	2	2	2

Port Arrivals:

Shoreside	2	0	2	4
Samson Tug & Barge	10	0	2	10

Gallons

Used Oil Collected (Jan-Jan)	10,730
Used Oil Delivered (Jan-Jan)	9250
Used oil shipped out Jan 24-Jan 25	0

2 Vessels Towed
 3 Vessels Pumped
 2 Vessel Bilges Pumped

GENERAL ACTIVITIES

- Facility round twice daily
- Cleaned and restocked restrooms daily
- Installed reflective markers along South Harbor parking
- Assisted pumping out three vessels
- Attended the Harbormaster Conference in Homer
- Attended the Seattle Marine Expo
- Picked up trash the Harbor and Shipyard
- Put up Christmas lights around the harbor office
- Sent out monthly invoices
- Had Peterson Welding braze up Travelift expansion tank
- Installed snowplows on trucks
- Tuned up and oil change on all snowblowers
- Five callouts for 911 phones activation
- Conducted 94 vessel lifts for 2024







- Conducted 11 hours of security detail Samson barge offloads
- Changed oil in all four gear drive motors on Travelift
- Met with CEC about South Harbor electrical metering
- Replaced three hydraulic hoses on Bobcat loader
- Dried out Travelift lifting straps and placed in dry storage
- Worked with Calvin from Custom hose and tube on hydraulic routing for DDF cranes
- Installed 15 new North Harbor pedestal meters
- Pulled North ramp floating dock for the winter
- Delivered 3900 gals of used oil to High School
- Delivered 5350 gals of used oil to City Shop
- Installing locks on electrical pedestals that don't have an active account





South Harbor Project punch list items

1. Replace heat trace for drive down float water
2. Install wire for one pedestal on G float
3. Technician to hookup sensors and limit switches for new cranes
4. Wireless meter reading system updates and meters
5. Run power to tidal grid
6. Install one pedestal
7. Install Bollards around water hot boxes
8. Repair pavement cut in Nicholoff Way

Parks and Recreation Performance Summary: Quarter 4 2024

Key performance indicators. October 1 to December 31.

Measure Type	Service Area	Performance measure	FY23 Benchmark	Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24	Total YTD	Indicator
Output	Recreation	Number of visits to Bidarki Recreation Center.	19,482	4,446	2,775	5,165	4,105	16,491	
Output	Pool	Number of visits to Bob Korn Memorial Swimming Pool.	10,479	3,696	2,587	1048	3814	11,145	
Outcome	Department wide	Annual Survey: Quality of Parks & Recreation facilities. % Excellent or Good.	NEW MEASURE	N/A	N/A	N/A	N/A	N/A	
Output	Recreation	Total number of registrations on recreation programs.	NEW MEASURE	24	0	167	114	305	
Output	Pool	Total number of registrations on pool programs.	NEW MEASURE	117	12	14	30	173	
Output	Pool	Total number of times lifeguard intervention was required by users of the Pool.	NEW MEASURE	0	0	0	0	0	

Measure Type	Service Area	Performance measure	FY23 Benchmark	Q1 FY24	Q2 FY24	Q3 FY24	Q4 FY24	Total YTD	Indicator
Output	Recreation	Total number of hours rented at Bidarki Recreation Center.	NEW MEASURE	29	14	14	16	73	
Output	Pool	Total number of hours rented at Bob Korn Pool.	NEW MEASURE	401	184	17.5	273	872.5	
Output	Odiak Camper Park	Total number of nights used.	NEW MEASURE	N/A	317	100	N/A	417	
Output	Eyak Lake Skater's Cabin	Total number of nights used.	NEW MEASURE	43	45	46	11	145	

Notes

Q4-hours of pool rented 168 School Swim Program/94 Iceworm Swim Team/11.5 standard rental



= on target



= in progress



= not on target

Quarter 4 Highlights

Department Administration

- Former Parks and Recreation director, Duncan Chisholm resigned from his role and started a new position outside of Alaska.
- Samantha Hagerthy-Schneider was hired as the new director.
- Jake Borst was hired as the new programmer.
- Development of a Fall Activity Guide was completed and 500 copies of the 20-page guide were distributed around Cordova in late October, with activities programmed until December.

Bidarki Recreation Center

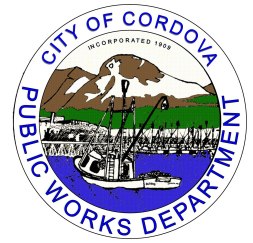
- A co-ed youth basketball league was held at both the Bidarki Recreation Center and Mt Eccles gym with 77 participants.
- A co-ed Floorball league was held at Bidarki with 27 children participating.
- Using grant funding, the installation of a new inset volleyball system was installed in the gym floor.
- We began offering "Fun Fridays!" on Fridays that school is held. It has been a popular program giving parents a childcare option on the shortened Friday school days.

Bob Korn Memorial Swimming Pool

- The Pool reopened after being closed for renovations and the installation of the new pool liner. A celebration was held, and over 150 people came to try it out.
- A Lifeguard training was held with 4 new lifeguards were certified.
- Splash Ball was introduced with a clinic on 2 separate days. The community seems to really enjoy it, and we have incorporated it into our regular schedule.
- We began offering "After School at The Pool!" on Fridays that school is held. It has been a popular program giving parents a childcare option on the shortened Friday school days.

Parks

- Work was completed at The Meals Reservoir Disc Golf Course - introducing an additional 9 holes.



Public Works Quarterly Report, Q4 2024

Water & Sewer

- Received Meals Dam Certificate of Approval to Operate – good through 2027
- Repaired numerous water leaks on various water mains and service lines and Orca transmission line
- Processed the total following amounts in 2024: 374.470MG drinking water; treated 81MG wastewater; handled 140CY biosolids
- Replaced Autoclave (equipment sanitizer) at testing lab.
- Zosimo Pena passed ADEC Water Distribution Level 1 exam
- Responded to and cleaned up after sewer service line hit by CTC Fiber to the Home boring contractor.
- Reviewed Second Street rebuild plans and provided input to PW Director

Streets

- Prepped snow dumps for winter by removing debris, clearing brush, have private property removed, and salvaging sand accumulation from previous years
- Assisted State DOT by patching / filling Whitshed Road potholes multiple times. Materials provided by State.
- Reviewed Second Street rebuild plans and provided input to PW Director
- Hauled cars from old impound yard to facility sale of lot. Began processing cars for disposal.
- Cleared ditches, graded streets, cut brush
- Cleared North Harbor parking lot of junk vehicles, graded lot, and cleaned up for use in 2025.

Refuse

- Pulled dumpsters and made repairs before storing for winter
- Picked up two pallets of broken batteries from NAPA for city to handle disposal of
- Processed the total following amounts in 2024: Solid Waste – 6,530 CY; Aluminum Can Bales 3; Web Bales 14; Glass Hauled 32 CY; C&D Roll Offs 2,320 CY; Scrap Metal Roll Offs 700 CY
- Started work on Dumpster Use Agreement outlines rules and regulations of using city dumpsters
- Began work on 2025 land fill permit renewal and survey

Planning / PW Administration

- Worked with ADOT on Second Street rebuild design; in progress
- Worked with ADOT on Whitshed Road rebuild design; in progress
- Worked with ADOT on Odiak Slough culvert replacement design; in progress
- Worked on Land Disposals for Center Dr, Le Fvere, and old Impound Lot; in progress
- Issued 18 building permits in 2024. 6 for new homes, 1 for single family home to duplex conversion, 1 for ADU
- Worked with GV Jones on Water & Sewer Master Plan and Rate Study; in progress
- Worked with FEMA on Dam Safety Plan update; in progress
- Began Hazard Mitigation Plan Update; in progress
- Hired new City Planner

Facilities (City Hall, Public Safety, Streets & Parks Shop, Mile 4 Substation, Water and Sewer Plants and Lift Stations, Refuse Bailer)

- Coordinated repair and replacement of USCG dock lights
- Replaced lights on Cordova Center parking lot
- Trouble shot 4 mil substation Toyo heater. Determined it is undersized for the space and cannot adequately warm the space to protect the Fire Department equipment. Suggest upgrading heater.
- Repaired dog pound damage to door

- Repaired Fire Department roll up doors to allow for electric motors to open doors. One motor unable to be fixed, needs to be replaced. Replacement pending funding from Fire Department.
- Cordova Center boiler losing pressure due to air lock. Diagnosed problem, replaced necessary components and put back in service.
- Performed replacement of UPS battery backup in Cordova Center server room with guidance from ArticIT over the phone.
- Identified damage at Chamber Building caused from faucet not left running during cold spell. Reminded Chamber staff of freeze protection procedures.

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.

From: [Pilcher, Nissa R](#)
Subject: New Release: Applicants Sought for Non-Voting Young Leader Membership on Subsistence Regional Advisory Councils
Date: Wednesday, January 8, 2025 7:46:37 AM
Attachments: [2025 RAC Youth Seat Letter of Interest Announcement.pdf](#)

Please read below or refer to attached document for information on an exciting new opportunity for youth to have a seat on a Regional Advisory Council. If you have any questions, please contact me and we can work on getting answers.

Please distribute as you are able.

Thank you,
Nissa

Nissa Pilcher (*she/her*)
Subsistence Council Coordinator - Southcentral & Western Interior RACs
Office of Subsistence Management
101 12th Ave Rm. 216 Fairbanks, AK 99701
Call or text: (907) 891-9054

If you have my contact saved, please ensure to update my email to nissa_pilcher@ios.doi.gov

Subject: New Release: Applicants Sought for Non-Voting Young Leader Membership on Subsistence Regional Advisory Councils

For Immediate Release:

January 7, 2025

**Applicants Sought for Non-Voting Young Leader Membership on
Subsistence Regional Advisory Councils
Deadline: February 16, 2025**

From January 9 through February 16, 2025, the Federal Subsistence Board (Board) will be accepting letters of interest from young adults ages 18 to 25 to fill non-voting young leader seats on the 10 Subsistence Regional Advisory Councils (Councils). Non-voting young leader membership appointments are for 2-year terms. Each Council has one young leader seat open for the 2025 appointment cycle.

Letters of interest must answer two questions:

1. Why is subsistence important to you?
2. Why do you want to serve as a non-voting young leader member on a Council?

Applicants must also supply names and phone numbers of two references.

Young leader applicants must reside in the region represented by the Council to which they are applying. Additionally, the applicants must participate in subsistence activities, be knowledgeable in matters related to subsistence uses of fish and wildlife, or be engaged in a resource management-related field of study.

The Councils meet at least twice a year to provide recommendations to the Federal Subsistence Board on subsistence management issues. Council meetings serve as a forum for regional public involvement in Federal subsistence management.

The non-voting young leader seats were established in 2024 by the Secretary of the Interior, with the concurrence of the Secretary of Agriculture, following the Board's recommendation to establish such seats. The Board wants younger subsistence users to gain firsthand experiences with the Federal subsistence regulatory process so that the new generation of leaders can better understand the complex proceedings and maximize the Councils' effectiveness moving forward. The Board and the Councils encourage the next generation of leaders to become involved, especially given the substantial challenges that subsistence users across Alaska face. Youth representation on a Council will be beneficial in understanding the younger generation's reliance on resources and would help predict future needs for subsistence users.

Individuals that are interested in applying for a young leader non-voting seat must submit a typed or handwritten letter of interest by midnight on February 16, 2025. Mailed letters must be postmarked on or before that date. The letters can be emailed to subsistence@ios.doi.gov or mailed or hand delivered to:

Federal Subsistence Board
Attn.: Katerina Wessels
c/o Office of Subsistence Management
1011 E. Tudor Road, M/S 121
Anchorage, Alaska 99503-6119

Additional information is available by contacting Katerina Wessels, Council Coordination Division Supervisor at the Office of Subsistence Management, at (800) 478-1456 or (907) 444-1376 or katerina_wessels@ios.doi.gov.

Information on the Federal Subsistence Management Program may be found on the web at www.doi.gov/subsistence or by visiting www.facebook.com/subsistencealaska.

Missing out on the latest Federal subsistence issues? If you'd like to receive emails and notifications on the Federal Subsistence Management Program you may subscribe for regular updates by emailing subsistence@ios.doi.gov.



Federal Subsistence Board News Release



For Immediate Release:
January 7, 2025

Contact: Katerina Wessels
Council Coordination Division Supervisor
(907) 444-1376 or (800) 478-1456
katerina_wessels@ios.doi.gov

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-###-

January 8, 2025

City of Cordova
PO Box 1210
Cordova, AK 99574

Council Members:

The Friends of the Valdez Animal Shelter is partnering with ARVO (Alaska Rural Veterinary Outreach) to hold a spay and neuter clinic in Cordova the weekend of June 20 thru June 22.

We have secured a facility from Nathan Widmann and are in the process of figuring out where vets and techs will stay. ARVO provides free dhpp and fvrpc vx shots at no charge at the clinic and possibly rabies if funding allows.

ARVO is a nonprofit and all vets and tech are volunteers, so their overhead is low but still requires airfare, lodging, food and medication/surgery supplies.

I would like to formally ask the City of Cordova to match the \$3,000 donation that Friends of the Valdez Animal Shelter is providing to ARVO for this clinic.

I appreciate your consideration and assistance in this endeavor.

Sincerely,

Cindy Butherus/
Secretary, Friends of the Valdez Animal Shelter

Susan Bourgeois

From: Kristin Carpenter
Sent: Thursday, January 16, 2025 6:29 AM
To: David Allison
Cc: Sam Greenwood; Susan Bourgeois
Subject: Re: public vs. personal positions

Hello Mayor,

As I tried to convey in my first message, my point is that your message came from your Mayor's e-mail account, which implies that you are speaking/writing on behalf of the City.

Thank you for writing to Alex R. about this,

Kristin

From: [David Allison](#)
To: arussin@cordovasd.org
Cc: [Kristin Carpenter](#); [Sam Greenwood](#)
Subject: Re: BP 514.3 -Gender Identity
Date: Wednesday, January 15, 2025 2:40:15 PM

To be more clear than i was by tge signature line...this is from ME PERSONALLY...not as aMayor...i thought that was clear from the signature line but some apparently are hingbup the email afdress it comes from!!

Tganks...

David Allison
Citizen/Parent if Students in district
[\(907\) 831-6791](tel:9078316791) Cell

From: David Allison <mayor@cityofcordova.net>
Sent: Wednesday, January 15, 2025 2:30 PM
To: Kristin Carpenter <councilseatf@cityofcordova.net>
Cc: Sam Greenwood <citymanager@cityofcordova.net>; Susan Bourgeois <cityclerk@cityofcordova.net>
Subject: Re: public vs. personal positions

I did NOT sign as Msyor...tge signature line simply has my NAME...
The title of position has been removed priorvvo sending...
I might remind you the Mayors seat is OPEN for new candidates in the march election...

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

From: Kristin Carpenter <councilseatf@cityofcordova.net>
Sent: Monday, January 13, 2025 8:26 PM
To: David Allison <mayor@cityofcordova.net>
Cc: Sam Greenwood <citymanager@cityofcordova.net>; Susan Bourgeois <cityclerk@cityofcordova.net>
Subject: public vs. personal positions

Hello Mayor Allison,

As has been noted in the Cordova School District Board of Directors meeting packet for January 15, 2025, you sent an e-mail to the CSD Superintendent regarding an agenda item originally scheduled for that meeting.

The e-mail came from your "Mayor's account" e-mail address, rather than from a personal e-mail address. As we discussed late last year, an action like that is perceived as representing a position of the City Council.

As you know, the issue you wrote about was not an agenda item that was discussed as part of a City Council meeting. And yet by virtue of its having been sent from your official City e-mail account, your e-mail suggests that the action you advocate for is an official policy position of the City of Cordova City Council.

The guidance we received from our City Attorney on November 15, 2024 reads:

Although Council may authorize the Mayor to communicate the findings and position of Council and the City Manager may seek the Mayor's help in presenting the City Administration's position on matters within the Manager's authority, the law does not allow the Mayor to speak for the Council or the Administration unless the authority is expressly delegated to the Mayor.

I am writing to ask that you write to the CSD Superintendent from a personal e-mail account to correct the public record and explain that you are writing in a personal capacity, not your capacity as Mayor of Cordova, and that your position does not represent that of the City Council of Cordova.

I would appreciate being copied on that message, thank you for your consideration of this important distinction between our personal positions and those we take in our publicly elected roles,

Kristin Smith
Council Member

BP 514.3 -Gender Identity

1 message

Fri, Jan 10, 2025 at 11:42 AM

From: David Allison <mayor@cityofcordova.net>
Subject: BP 514.3 -Gender Identity
Date: January 10, 2025 at 11:39:43 AM AKST
To: "arussin@cordovasd.org" <arussin@cordovasd.org>

Hi Alex...

I am NOT in favor of adding 'Gender Identity' to this policy. Is this coming as a suggested change for a specific reason/instance? Or are we putting a problem where none exist?

I certainly will Not allow my daughter to change into her swim gear or volleyball uniform or compete with a mentally challenged individual with male genitalia who thinks he is a she and should be on the female team... which is where this is leading...we have mens and womens activities for a reason and it needs to remain that way...not by identity but by birth sex based on science (chromosomes)
These individuals need counseling...not catering, but should certainly be allowed to participate in activities in the gender that they were born with...regardless of personal identity...
Can you pass this on to the board as correspondence? unfortunately we have a council meeting the same night this is on the schools agenda or i would be there at your meeting!

Thank You...

David Allison
(907) 831-6791 Cell

From: Kristin Carpenter <councilseatf@cityofcordova.net>
Sent: Tuesday, January 14, 2025 8:05 AM
To: Colette Gilmour <cgilmour@cityofcordova.net>
Cc: Sam Greenwood <citymanager@cityofcordova.net>
Subject: letter to Murkowski on health care costs

Hi Colette,

I'm writing to ask if you could please forward this link to the rest of the Council and the Mayor?

<https://alaskabeacon.com/2025/01/02/were-not-heading-in-the-right-direction-a-qa-with-murkowski-on-health-care/>

I'd like to ask the Council if we could pen a letter to Murkowski relating our experience with increases in health care costs for our City workforce.

I don't expect that she'll have an immediate solution but I think it's important for her to hear from constituents and have data points going into deliberations about health care policy changes.

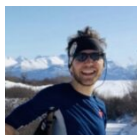
Thanks,

Kristin

[Health](#)[Commentary](#)

‘We’re not heading in the right direction’: A Q&A with Murkowski on health care

“I’m worried about the current situation, because we’ve got some demographics that are working against us,” U.S. Sen. Lisa Murkowski said in an interview. “Alaskans are getting older, and our chronic conditions are just getting chronically worse.”



[Nathaniel Herz, Northern Journal](#)

January 2, 2025 2:32 pm



Sen. Lisa Murkowski (R-Alaska) arrives for a vote as Sen. James Lankford (R-Oklahoma) speaks with reporters during a vote at the U.S. Capitol on July 31, 2024, in Washington, D.C. (Photo by Kent Nishimura/Getty Images)

Republican U.S. Sen. Lisa Murkowski wanted to talk.

I heard from her spokesman earlier this week, and we set up a time for a call. Murkowski said she’d read my [commentary](#) about the skyrocketing price of health insurance on the individual marketplace in Alaska, and had some thoughts to share.

[Scores of Alaskans face another eye-watering spike in their health care costs next year](#)

Our Q&A is below, with light edits and trims for clarity and brevity. I remain skeptical that journalism about America’s health care system is capable of producing significant policy change. But I’m open to the idea of making some space for discourse on the subject in Northern Journal and happy to continue to hear feedback and ideas from readers; thanks to the many of you who have sent messages already.

Lisa Murkowski:

I wish that I could tell you, you are so wrong, Mr. Herz — this is not what's happening out there. But you know, for me, it's kind of like *deja vu* all over again, from when we were going through the ACA (Obamacare, enacted in 2010). We were seeing everybody's health care costs high, and their insurance costs high — and in no place in the country was it as bad as Alaska.

Once again, we're going off the charts, and I'm worried about the current situation, because we've got some demographics that are working against us. As much as I like to think that I'm not getting any older, I do recognize that I am able to ski at Alyeska now with a senior ski pass — and that's great, because it's very affordable. But Alaskans are getting older, and our chronic conditions are just getting chronically worse, and these are factors that are driving things, in addition to all the external stuff. And so, it's just, we're not heading in the right direction here.

I don't know that I have all the answers, but this is something that I really care about. And I think we're going to jump into this, hopefully, in the new year on the HELP (Health, Education, Labor and Pensions) Committee, because we've got to get refocused.

Nathaniel Herz:

Were you surprised to read the specific numbers about premium increases in Alaska this year? Or did you already know?

Lisa Murkowski:

I get visited by (insurer) Premera. I get visited by (insurer) Moda. I talk to the folks at the Alaska Division of Insurance. We're given the, 'Oh, Alaskans are going to see an X% increase.' But I think the thing that got my attention was the fact that, for the past three years, you've got cumulative increases that exceed 50%. I mean, it's one thing to say, 'Oh, it's going to be an 8% increase or it's going to be a 12%, increase even, or a 16% increase.' But then, when you say over 50% in just a couple-year time span, that's when it's kind of, you know, gut punching.

Nathaniel Herz:

Do you have good sense of what is driving these huge increases in the individual and small group health insurance markets? Is it one thing in particular, or do you feel like that's something you need to spend more time to get to the bottom of?

Lisa Murkowski:

Well, I think some of the things haven't changed since we were having the ACA debate. Even though our population has grown, even though we have more providers than we had, we still have limited competition. We just do. We've got limited competition when it comes to the providers, the specialists, but also with the insurance companies. Our primary is still Premera. And, you know, you've got Moda out there. But I mean, really, in terms of what we have available to us as options, it's not like Alaskans can kind of shop around. So, that is something that I think is a contributor. Then, you just have the pure logistics of health-care delivery in a huge state like Alaska, where your costs for everything — whether it's heating your clinic or moving doctors around, or the fact that you can't get certain professionals in your business without paying them a lot — I think you have some of those factors that are out there.

But you've also got some things that, I think, are areas where we can work to perhaps peel back some of this onion, and some of it lies with, just, transparency within the overall health care system. I went to my post office box a couple of days ago, and I got a bill from somebody who read a screening that I took back in April. I did this, what, three days ago? And it says, 'You now owe \$105,' or something like this. And there's three separate charges on it. It was months ago; I didn't know that they were sending anything to a radiologist. And so, I get this statement, and there's nothing on it except a code. The code means nothing to me. I have no idea how much was originally submitted to my insurance. All I know is that now I'm being told, 'This is what you owe.' And I'm like, 'Well, okay, I can spend the time now to call these three different places and say, "All right, did you submit it to my primary?" Which is Medicare. "And my secondary?" Which is my state plan.' And, you know, basically give myself three hours to try to figure out whether or not all the steps were taken before I pay whatever the amount is.

It's an example. You're saying, 'You're not the expert.' I'm saying, 'I'm not the expert!' But we're all consumers, so we all have our stories about what the hell's going on. You know: Why can't I get a straight answer about, 'what was it that you billed me for? How did my insurance company handle it?' Other than: 'You owe this now.' And I think that there is something that, both on the federal and the state side, we've got to be working on.

I think we're going to make some headway also with prescription drug pricing, more focused on making sure that generics have fewer barriers there.

But, you know, as I even say those things, it's like, 'Gosh, that sounds like such a drop in the bucket when you're you're dealing with the big drivers that we face.' Which are things like the medical cost inflation that I mentioned, the chronic diseases and the aging population. Some of these things are just issues that are going to continue to eat at us.

Nathaniel Herz:

I feel somewhat reassured that, as a policymaker, you're experiencing some of these same frustrations that regular people do. But I also have the same kind of skepticism that these big picture problems are within your power to solve or make progress on.

Lisa Murkowski:

I'm being careful in (not) saying, you know, 'We're going to fix this.' But I think that we can make some headway. You can argue back and forth about whether you think Trump's nominees in certain of these health agencies are the right people. It's very clear to me that the direction that he wants to move things on the health side are areas where there's more attention placed on prevention up front, and actually making us healthier, which is not a bad thing. If you're healthier, you have fewer health care costs. That's not a bad direction. I think that is long overdue. How that's going to happen, that remains to be seen.

But I do think that a focus on some of these chronic conditions, and more on the preventative side, is something that needs to happen. One of the things that I really didn't like about the ACA when we passed it was, it really didn't do a thing to lower health-care costs. What it did was, it worked to make health insurance more affordable for some. But we didn't really focus on prevention like I felt we should. Maybe we're going to start to be a little more aggressive in that area, and I think that that will be good for us.

Nathaniel Herz:

On the specific issue of the [enhanced tax credits](#) for the premiums for the individual marketplace health insurance plans — it seems like there is a real question about whether those continue. What is your sense of where that's going in this new Congress?

Lisa Murkowski:

There's a couple things going against it right now, with Republicans taking over. First of all, Republicans hated the American Rescue Plan (the Biden-era legislation that created the enhanced credits), and they hate, hate, hate the Inflation Reduction Act (the Biden legislation that extended the credits). And so, I worry a little bit that it's going to be one of these, 'We're just going to throw everything out. We didn't like those, and so we're going to let these expire.'

I look at this, and I would make the argument that you've got a lot of folks that have seen some real relief. These are middle income people who look at the increasing costs of their health care insurance for them and their families. They might not be seeing a three-year, cumulative increase of 50%. But it's significant, and it's making a difference, and it's what people are talking about — particularly this time of year, as you've got to re-up your plan.

Given the burden that families are still feeling in so many parts of the country when it comes to inflation — you think about this whole election in 2024, and so much of it was about, 'Hey, I'm paying so much more for everything.' So, health care is right in that bucket. And I think you're going to have real pressure coming on this administration and the Congress to continue these credits.

I'm looking at them really, really carefully. And I think Congress is going to have to have some more time to build out some of these more long-term solutions to work to reduce our overall health care costs. And I think we're going to need to continue these premium tax credits. And I think it's not just going to be the pressure that you're going to hear from Alaskans that are saying, 'Wow, this is not good.' But I think (expiration of the credits) has the potential to move us backwards, in terms of the progress that we have made in improving access to health care and affordability.

I think you're going to have a fair share of back and forth from those who say, 'It came about in a law that we didn't like, and we need to get rid of them, we shouldn't have subsidies.' But you tell me any place, any place in the country, where your health care costs or insurance are going down and making things easier for families. If it's happening, I'm sure not hearing it.

Nathaniel Herz:

So, it sounds like fair to say that you're a yes, in isolation, on continuing the enhanced credits?

Lisa Murkowski:

For the tax credits to continue, yeah. I think we're going to have to. I don't know what that may exactly look like — whether it's just a straight extension, I don't know. But I think we're going to have to wrestle with this, and I think we're going to be hearing a lot from our constituents on it.

Nathaniel Herz welcomes tips at natherz@gmail.com or (907) 793-0312. This [article](#) was originally published in Northern Journal, a newsletter from Herz. Subscribe at this [link](#).

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THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Commerce,
Community,
and Economic Development**

DIVISION OF COMMUNITY AND REGIONAL
AFFAIRS

550 West Seventh Avenue, Suite 1650
Anchorage, AK 99501
Main: 907.269.4501 / 907.269.4581
Programs fax: 907.269.4539

January 15, 2025

The Honorable David Allison, Mayor
City of Cordova
P.O. Box 1210
Cordova, AK 99574

RE: FY 26 POPULATION FIGURE FOR PROPERTY TAX REVENUE LIMITATION PURPOSES

Dear Mayor:

In accordance with 3 AAC 131, the Department of Commerce, Community, and Economic Development annually determines the population of each municipality that levies and collects taxes on taxable property pursuant to AS 29.45.080 and AS 29.45.090.

The 2024 population of the City of Cordova for Property Tax Revenue Limitation purposes has been determined to be 2,506.

If you do **not** agree with this alternate population determination, you may appeal the determination to the Commissioner per 3 AAC 131.020. The appeal must be in writing and must be mailed to the Commissioner within 30 days after receipt of this notice of determination. The appeal must include the grounds for the appeal and any relevant evidence. The Commissioner can be reached at:

Julie Sande
550 W 7th AVE, STE 1535
Anchorage, AK 99501-3587

Please don't hesitate to contact me if you or your staff have any questions related to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Sandra Moller".

Sandra Moller
Director, DCRA

Cc: Julie Sande, Commissioner, DCCED

City of Cordova Population Statistics		
year	population	% chg
1910	1152	
1920	955	-17.10%
1930	980	2.62%
1940	938	-4.29%
1950	1165	24.20%
1960	1128	-3.18%
1970	1164	3.19%
1980	1879	61.43%
1990	2110	12.29%
2000	2454	16.30%
2001	2454	0.00%
2002	2434	-0.81%
2003	2372	-2.55%
2004	2298	-3.12%
2005	2288	-0.44%
2006	2211	-3.37%
2007	2194	-0.77%
2008	2161	-1.50%
2009	2126	-1.62%
2010	2239	5.32%
2011	2289	2.23%
2012	2316	1.18%
2013	2302	-0.60%
2014	2286	-0.70%
2015	2321	1.53%
2016	2386	2.80%
2017	2279	-4.48%
2018	2360	3.55%
2019	2343	-0.72%
2020	2366	0.98%
2021	2545	7.57%
2022	2566	0.83%
2023	2540	-1.01%
2024	2506	-1.34%

year	population	% chg
1910	1152	
1920	955	-17.10%
1930	980	2.62%
1940	938	-4.29%
1950	1165	24.20%
1960	1128	-3.18%
1970	1164	3.19%
1980	1879	61.43%
1990	2110	12.29%
2000	2454	16.30%
2001	2454	0.00%
2002	2434	-0.81%
2003	2372	-2.55%
2004	2298	-3.12%
2005	2288	-0.44%
2006	2211	-3.37%
2007	2194	-0.77%
2008	2161	-1.50%
2009	2126	-1.62%
2010	2239	5.32%
2011	2289	2.23%
2012	2316	1.18%
2013	2302	-0.60%
2014	2286	-0.70%
2015	2321	1.53%
2016	2386	2.80%
2017	2279	-4.48%
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2022	2566	0.83%
2023	2540	-1.01%
2024	2506	-1.34%

fed census

From: [Shirey, Gina L \(DEC\)](#)
To: [Native Village of Eyak \(reyna@eyak-nsn.gov\)](#); [Angela Butler \(angela.butler@eyak-nsn.gov\)](#); [John Whissel \(john.whissel@eyak-nsn.gov\)](#); [Ivy Patton](#); [Ted Wright \(ted.wright@eyak-nsn.gov\)](#); [Native Village of Tatitlek \(tatitlekira@yahoo.com\)](#); [Nanci Robart \(nanci@tatitlekira.com\)](#); [Susan Bourgeois](#); [Amanda Coward](#); [Kevin Johnson](#)
Cc: [Wockenfuss, Amy M \(DEC\)](#)
Subject: Early Notification for the Shoreside Petroleum Inc. Cordova Bulk Fuel Facility
Date: Thursday, January 23, 2025 3:26:50 PM
Attachments: [Shoreside Petroleum Cordova Bulk Fuel AK0036994 EN Letter.pdf](#)
[CordovaShoresidePetroleum_VicinityMap.pdf](#)
[Postcard_tribes.pdf](#)

Dear Local and Tribal Government Leaders:

The Alaska Department of Environmental Conservation (DEC) proposes to reissue an Alaska Pollutant Discharge Elimination System (APDES) individual permit (AK0036994) for the Shoreside Petroleum Inc. Cordova Bulk Fuel Facility. This permit would regulate wastewater discharges into Orca Inlet. I have attached the early notification letter for this permit, a location map, and information about the APDES process. For technical questions about the permit, you may also directly contact the permit writer, Amy Wockenfuss, at (907) 269-8874 or at amy.wockenfuss@alaska.gov.

Gina Shirey
Local and Tribal Government Coordinator
Alaska Department of Environmental Conservation
Division of Water
PO Box 111800
Juneau, AK 99811
907.465.5272
<https://dec.alaska.gov/water/tribal-communications/>



January 23, 2025

Subject: **Early notification** of wastewater discharge permit for Shoreside Petroleum, Inc.

Dear Local and Tribal Government Leaders:

The Alaska Department of Environmental Conservation (DEC) proposes to reissue an Alaska Pollutant Discharge Elimination System (APDES) individual permit (AK0036994) for Shoreside Petroleum, Inc. This permit would regulate wastewater discharges into Orca Inlet.

Background information

The facility is located on Orca Inlet approximately one mile north of the community center of Cordova, Alaska. The facility supplies gasoline, aviation fuel, diesel fuel, and heating oil to both marine and shore-based customers. Discharges into Orca Inlet (receiving water) consist of water from secondary containment areas.

Description of discharge

The facility discharges water from secondary containment areas into Orca Inlet located in southeast Prince William Sound. The permit establishes limits for total aqueous hydrocarbons, total aromatic hydrocarbons, and pH. The permit will include monitoring for total discharge flow. The permit does not include an authorized mixing zone as the discharges are not expected to cause, or contribute to, an exceedance of state water quality criteria in the receiving water.

Opportunities for tribal and local government participation in this permitting decision

DEC recognizes rural Alaska has unique needs and considerations with regard to wastewater discharges and strives to issue permits that reflect a full understanding of local conditions. This letter is intended as an **early notice** to assist you in determining whether your community may be affected and inform you of the opportunity to provide traditional, cultural, or other local information that DEC should consider as part of this permit reissuance. DEC would like to know how your area and resources may be affected by this permitting action.


Next steps

After the permit is drafted, there will be a **10 day applicant review period** of the preliminary draft permit. Following the applicant review period, there will be a minimum of a **30 day public review and comment period**. I will provide a copy of the public notice for the permit by mail or e-mail at the start of the public comment period. After the public review and comment period, there will be a **5 day applicant review period** of the final draft permit before the permit is issued.

If requested, I can also provide notice of the preliminary draft and proposed final applicant review periods. Due to the short timeframes for those reviews, notices are sent by email or fax. Please provide an e-mail address or fax number if you would like to receive notices for the preliminary draft and proposed final applicant review periods.

If you would like more information or would like to provide DEC with information about this permit, please do not hesitate to contact me at (907) 465-5272 or at gina.shirey@alaska.gov. For technical questions about the permit, you may also directly contact the permit writer, Amy Wockenfuss, at (907) 269-8874 or at amy.wockenfuss@alaska.gov.

Sincerely,



Gina Shirey

Local and Tribal Government Coordinator

Enclosure: Figure 1: Area Vicinity Map
Tribal Involvement in the Permitting Process postcard

cc: Potentially Affected Local Governments
Potentially Affected Federally-recognized Indian Tribes



Alaska

Cordova

Shoreside Petroleum Bulk Fuel Facility Vicinity



Cordova, AK

Alaska Department of Environmental Conservation

Cordova, Alaska

**APDES Individual Permit
Authorization AK0036994**

Shoreside Petroleum, Inc.
Cordova Bulk Fuel Facility

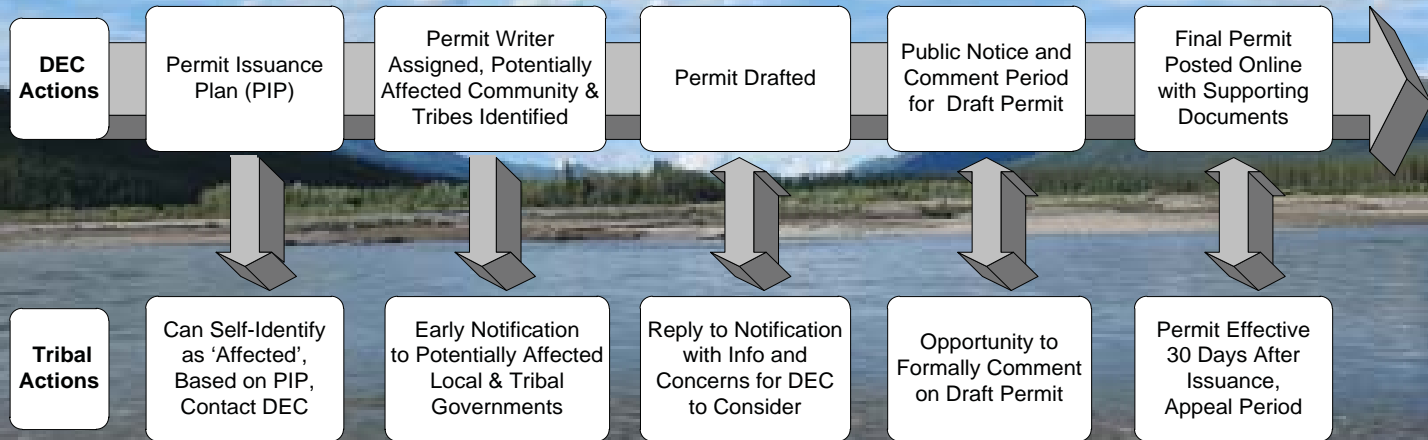


Copyright: © 2013 National Geographic Society, i-cubed, Maxar

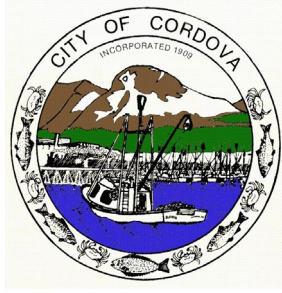
0 0.5 1 2 Miles



Tribal Involvement in the Permitting Process



The Department of Environmental Conservation (DEC) strives to develop sound permits based on a full understanding of local conditions, informs tribes about potential permitting actions that may affect them, and provides opportunities for tribal input during the permitting process. **62**



AGENDA ITEM # 18
Regular Meeting Date: 02/05/25
CITY COUNCIL COMMUNICATION FORM

FROM: Susan Bourgeois, City Clerk
DATE: 1/29/25
ITEM: Ordinance 1226 changing code to put Harbor Commission membership back to 5
NEXT STEP: Roll Call Vote for final adoption of the ordinance

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE: Ordinance 1226

II. RECOMMENDED ACTION: Approval of the ordinance by roll call vote on second reading.

III. BACKGROUND: Mayor Allison heard from some Harbor Commission members during Board of Fish that shrinking the Commission membership back down to 5 would be helpful since they have been having difficulties attaining quorums for meetings. The commission had been increased to 7 at the beginning of the Rebuild project because there was much more interest at that time when seats became available. This last November when 2 seats were available no applications were received. At the 08 January 2024 Harbor Commission regular meeting, the Harbor Commission discussed Ordinance 1226 to reduce the Harbor Commission from seven to five voting members. The consensus from all four of the Commissioners in attendance was that we did not establish a quorum more often with seven members than we did with five members. The Commission agreed to amending section 11.08.020 from seven voting members to five voting members.

Attached to this memo is a short report from the December 18, 2024, regular meeting packet giving some history of the commission relative to its size.

IV. SUMMARY AND ALTERNATIVES: Council could adopt the ordinance at second reading, or they could direct the Clerk to continue to advertise the vacancies.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1226**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING
CORDOVA MUNICIPAL CODE SECTION 11.08.020 – HARBOR COMMISSION, TO REDUCE
THE HARBOR COMMISSION FROM SEVEN TO FIVE VOTING MEMBERS**

WHEREAS, the Council of the City of Cordova adopted Substitute Ordinance 1200 on July 6, 2022, which increased the number of Harbor Commission members from five to seven; and

WHEREAS, at that time, the City was about to embark upon a significant, long-awaited restoration project, namely, the South Harbor Rebuild Project; and

WHEREAS, there had been significantly more interest in membership on the Harbor Commission and so City Council sought to increase input from diverse users of the harbor especially input relevant to the rebuild project; and

WHEREAS, the South Harbor rebuild project is almost entirely complete, there was considerably less interest in the Harbor Commission vacancies that were recently advertised, and the Commission has had difficulty being able to attain a quorum for regular commission meetings.

NOW, THEREFORE, it is ordained as follows:

Section 1. Cordova Municipal Code Section 11.08.020 Harbor Commission, is hereby amended as follows:

11.08.020 Harbor Commission.

A. A Harbor Commission shall be established for the purpose of advising City Council on the operation, maintenance, and improvement of Cordova's port and harbor facilities, and for such additional purposes as City Council may from time to time designate. The Commission shall consist of ~~seven~~ **five** voting members. The City Manager and Harbormaster shall be ex officio members of the Commission. Ex officio members of the Commission shall have the right of the floor to participate in all discussions but shall not vote on any matter before the Commission. The Commission shall elect a chairman and vice-chairman from its voting membership each January.

Section 2. This ordinance shall be effective thirty (30) days after its passage and publication. 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: January 15, 2025, 2nd reading and public hearing: February 5, 2025

PASSED AND APPROVED THIS _____ DAY OF _____ 2025.

David Allison, Mayor

ATTEST:

Susan Bourgeois, City Clerk

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

Some History of the Harbor Commission

1978, Ordinance 501 - Harbor Advisory Commission created with 9 members

1981, Ordinance 524 - Harbor Advisory Commission changed to 7 members

2002, Ordinance 908 – Harbor Commission went from 7 to 5 members and meetings at least once per quarter, changed from once per month

2022, Substitute Ordinance 1200 – Harbor Commission went to 7 members

MEMORANDUM

**TO: CORDOVA CITY COUNCIL
CORDOVA CITY MANAGER
CORDOVA CITY CLERK**

**FROM: HOLLY C. WELLS
JESSICA SPUHLER**

**RE: ORDINANCES 1227 AND 1228 REGARDING CONSTRUCTION
MATERIALS AND SERVICES, APPLICATION OF THE SALES TAX
CAP, AND CLARIFICATION IN THE NON-PROFIT ORGANIZATION
EXEMPTION**

CLIENT: CITY OF CORDOVA, ALASKA

FILE NO.: 401777.310

DATE: JANUARY 30, 2025

Introduction

The City Council of the City of Cordova updated Cordova Municipal Code Chapter 5.10 “Sales Tax” (“Sales Tax Code”) via Substitute Ordinance 1221. The updates to the Sales Tax Code became effective January 1, 2025. Shortly after the adoption of the updated Sales Tax Code, Council received comments objecting to the implications of the “single item” definition for the application of the sales tax cap to gasoline and gravel sales.

In response to these concerns, Council requested a work session to revisit the “single item” definition and its implications. During that work session, Council and members of the public also expressed frustrations with the adoption of a reimbursement application process for eligible “construction materials and services” instead of an exemption card application process for such materials and services. Ultimately, City Council directed legal counsel to draft two separate ordinances that addressed Council and the public’s concerns. In essence, Council wanted sellers to be able to apply the sales tax cap to a single invoice, with emphasis on the need to apply the tax cap to a single invoice in gravel and gasoline sales. Additionally, Council wanted to consider issuing exemption cards for “construction materials and services” rather than requiring reimbursement.

This memorandum provides a brief introduction to the changes proposed in Ordinance 1227 and 1228 that attempt to address the concerns and frustrations raised.

City of Cordova
Memo Regarding Ordinances 1227 and 1228
Page 1 of 4

Discussion

Ordinances 1227 and 1228 amend the Cordova Municipal Code Chapter 5.10 “Sales Tax” to do the following:

1. Apply the tax cap to “integrated sales” on a single invoice as opposed to single items or single transactions of service (Ordinance 1227) and
2. Repeal the “construction materials and services” reimbursement application process and adopt an exemption card application process for eligible “construction materials and services.” (Ordinance 1228)

Ordinance 1227: Applying the Tax Cap By Invoice

When considering Ordinance 1227, which essentially applies the tax cap to each invoice rather than single items or single transactions of service, it is worth noting the following:

- A. While originally, I presented Council with the possibility of simply repealing the “single item” definition to address the tax cap concerns, a more thorough review of the Code made it clear that this definition remained necessary for clarity regarding the imposition of sales tax generally and that Council’s objective, namely to ensure that the tax cap applied per invoice, was more accurately accomplished by addressing the tax cap directly. The change to the application of the tax cap does not require a change to the “single item” or “single transaction of service” definitions or terms because the sales tax itself still applies to each single item and single transaction of service. Further, the change to the application of the tax cap does not affect how sales tax on rentals or multi-month service agreements are taxed under the Code.
- B. In order to remain compliant with the definition and treatment of “bundled transactions” adopted by the Uniform Remote Sellers Tax Commission, as required by the City’s Commission membership and the terms of its membership agreement, the application of the tax cap to “integrated sales” requires that sales and services on the invoice be “itemized.” This ensures that the items and services on the invoice do not constitute a “bundled transaction.” The bundled transaction definition and provision have substantive implications and thus must be applied uniformly between remote, and brick and mortar taxpayers as required by law.

In short, the Ordinance was drafted in a manner to execute Council’s directive narrowly and clearly while maintaining the integrity of the remaining sales tax provisions of the Code.

Ordinance 1228: Adopting an Exemption Card Application Process for “Construction Materials and Services” and Repealing the Reimbursement Process

Ordinance 1228 preserves Council’s efforts during the Chapter 5.10 update to ensure that the exemption granted to the sale of “construction materials and services” is narrowly tailored to meet the objectives of the exemption, namely incentivizing construction of housing and responsible residential development within the City. To that end, the Ordinance:

- A. Preserves the 2-year eligibility period and the ability for an applicant to select which 2 years in which to apply.
- B. Retains the definition of “construction materials and services” (5.10.030) ensuring that staff posts a list of eligible construction materials and services and that the materials and services further the objectives of the exemption.

The exemption card application process for “construction materials and services” is different than all other exemptions. While all other exemptions apply to a specific type of entity or product, the “construction materials and services” essentially acts as a tax cap specific to “construction materials and services” that applies not by invoice but by project and year.

If adopted by Council, a “Construction Materials and Services Exemption Card” and application will be created.

Ordinance 1228: Non-substantive Update to Non-profit Organization Exemption Language

Ordinance 1228 also amends the exemption for nonprofit organizations to remove language that limits the exemption to certain income requirements. Under the updated Code, sales to nonprofit organizations are exempt from sales tax but not sales by such organizations. Thus, it is unnecessary to retain language regarding the nature of the income of these organizations as the exemption impacts the expenses of these organizations, not the income that they generate. While this change does not change the Code substantively, it adds clarity and avoids confusion.

Effective Date of Both Ordinances

The ordinances are drafted to become effective April 1, 2025, which is the start of the second quarter of this tax year. While the adoption of changes to the reimbursement application process and the application of the sales tax cap may cause frustrations for sellers, a change that does not correspond with the filing schedule would cause confusion and a lack of uniformity in the implementation of the sales tax. It is important to remember that sales tax for the first quarter of 2025 may be reported at the end of March, but the

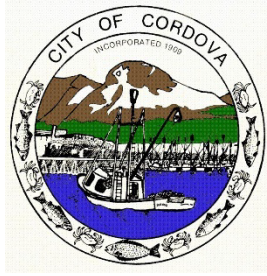
tax has been imposed on the taxpayers since January and thus a change mid-quarter would make reporting difficult and potentially lead to differential treatment of taxpayers.

Additionally, the City will need to report its changes to the Remote Sellers Tax Commission and ideally give the Commission time to implement the changes on remote sellers. To this end, the ordinances as proposed will be sent to the Remote Sellers Tax Commission so it is aware of the potential changes and has as much time as possible to implement those changes and notify remote sellers of them. Similarly, if the Commission objects to the changes or raises concerns, this will allow us to raise those concerns with Council before adoption of the ordinances.

Finally, I would also encourage City Council to consider adopting a schedule for consideration of any further revisions to the sale tax Code that would, if adopted, make such changes effective January 1st of the next tax year. While Council's willingness to change its tax provisions in response to sellers and taxpayers is of course appropriate, changes made at the beginning of the next tax year provide the City with enough time to educate the public, gather input, and inform the Remote Sellers Tax Commission and remote sellers of the potential changes in the new year. This also allows sellers and taxpayers to prepare for and anticipate changes and invest in administration efforts knowing that, for better or worse, the City's sales tax laws are not going to change on them unexpectedly.

Conclusion

Legal counsel will be available to discuss the proposed ordinances with City Council, if needed. Given Council's desire to consider these ordinances quickly and the need to draft administration materials in the event that these ordinances are adopted, I would encourage Council members to share any questions they have regarding the substance of these ordinances with the City Clerk so legal counsel and the Administration are prepared to address those questions at the upcoming meetings.



AGENDA ITEM 19
City Council Meeting Date: 2/5/25
CITY COUNCIL COMMUNICATION FORM

FROM: Samantha Greenwood, City Manager
DATE: 1/29/25
ITEM: Potential lost sales tax revenue

ORDINANCE RESOLUTIONS
 MOTION INFORMATION

I. BACKGROUND INFORMATION: Council requested an estimate of the sales tax revenue that could be lost based on city utility billings that have traditionally been above \$5,000 per invoice. The finance staff estimates on average for all City utilities that would range between \$15,000 and possibly up to \$20,000 per year on years with large pink returns and/or large construction projects. This is lost revenue that we can identify at this time, there is potential for additional lost revenue that will be noticed as we implement these changes to the sales tax code.

CITY OF CORDOVA, ALASKA
ORDINANCE 1227

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA AMENDING
CORDOVA MUNICIPAL CODE SECTION 5.10.080 “MAXIMUM TAX PER
TRANSACTION-THE TAX CAP” TO APPLY THE TAX CAP TO SINGLE INVOICES
RATHER THAN SINGLE ITEMS OR SINGLE TRANSACTIONS OF SERVICE EXCEPT AS
OTHERWISE PROVIDED IN THE CORDOVA MUNICIPAL CODE FOR SERVICE
CONTRACTS, RENTALS, AND BUNDLED TRANSACTIONS**

WHEREAS, Cordova Municipal Code previously applied a sales tax cap on “single items” and “single transactions of service”; and

WHEREAS, despite the language in the Code the tax cap was often applied by sellers to multiple transactions and items billed on a single invoice; and

WHEREAS, City Council adopted Code provisions clarifying the application of the tax cap that went into effect January 1, 2025; and

WHEREAS, after the adoption of the clarified Code provisions several sellers reached out to Council and expressed frustration regarding the application of the tax cap to single items or single transactions of service and requested that the City of Cordova (“City”) instead codify the application of the tax cap to single invoices; and

WHEREAS, City Council determined it was in the best interest of the City to apply the tax cap to single invoices rather than to single items and single transactions of service in response to the concerns of its sellers and their customers; and

WHEREAS, the City’s application of the tax cap by invoice still requires that single items and transactions of service be itemized on the invoice, preserving consistency with the Alaska Remote Sellers Tax Commission definition for and treatment of “bundled transactions”.

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

Section 1. Section 5.10.080 of the Cordova Code of Ordinances of Cordova, Alaska is hereby amended to read as follows:

5.10.080 ~~Maximum tax per transaction-~~The tax cap.

- A. *Maximum Tax on a Single Integrated Sale Item or Single Transaction of a Service.* Except as otherwise provided in this section, only the first \$5,000.00 of **a single integrated sale**~~the sales price of a single item or single transaction for a service~~ shall be subject to sales tax. This maximum tax per single transaction for a service may be referred to as “the single service tax cap.” or when applied to an item, “the single item tax cap.” **For purposes of this section, a “single integrated sale” is the sale of goods or services that are itemized on a single invoice from and by the same seller with the itemized services completed by the date the goods itemized on the same invoice are delivered.**

[Added language is **bold and underlined**, deleted language is ~~stricken through~~]

- B. *Extended Services and Deliveries.* Payment for services to be rendered or personal property to be delivered over a period of more than one month shall be treated as separate transactions occurring one each month over the period of time that the service is rendered or property delivered. The purchase price shall be allocated pro rata to each month in which the service is rendered or the property delivered with the tax cap applied to the first \$5,000 of each monthly transaction and subject to taxation until the service is no longer performed or the property is fully delivered.
- C. *Rentals rendered over more than a month.* Except as otherwise provided in this Chapter, the payment of rent, whether for real or personal property that is for more than one month shall be treated as a separate transaction **and separate integrated sale** each month the property is rented with the tax cap applied to the first \$5,000.00 of each monthly transaction until the end of the rental term.
- D. *Rentals rendered over less than one month.* ~~Except as otherwise provided in this Chapter, t~~The payment of rent, whether for real or personal property, that is for less than one month shall be treated as a separate transaction **and separate integrated sale** each day the property is rented with the tax cap applied to the first \$5,000 of each nightly transaction subject to taxation.

Section 2. This ordinance shall be effective April 1, 2025, and enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska.

1st reading: February 5, 2025

2nd reading and public hearing:

PASSED AND APPROVED THIS _____ DAY OF _____ 2025.

David Allison, Mayor

ATTEST:

Susan Bourgeois, City Clerk

[Added language is **bold and underlined**, deleted language is ~~stricken through~~]

MEMORANDUM

**TO: CORDOVA CITY COUNCIL
CORDOVA CITY MANAGER
CORDOVA CITY CLERK**

**FROM: HOLLY C. WELLS
JESSICA SPUHLER**

**RE: ORDINANCES 1227 AND 1228 REGARDING CONSTRUCTION
MATERIALS AND SERVICES, APPLICATION OF THE SALES TAX
CAP, AND CLARIFICATION IN THE NON-PROFIT ORGANIZATION
EXEMPTION**

CLIENT: CITY OF CORDOVA, ALASKA

FILE NO.: 401777.310

DATE: JANUARY 30, 2025

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In response to these concerns, Council requested a work session to revisit the “single item” definition and its implications. During that work session, Council and members of the public also expressed frustrations with the adoption of a reimbursement application process for eligible “construction materials and services” instead of an exemption card application process for such materials and services. Ultimately, City Council directed legal counsel to draft two separate ordinances that addressed Council and the public’s concerns. In essence, Council wanted sellers to be able to apply the sales tax cap to a single invoice, with emphasis on the need to apply the tax cap to a single invoice in gravel and gasoline sales. Additionally, Council wanted to consider issuing exemption cards for “construction materials and services” rather than requiring reimbursement.

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City of Cordova
Memo Regarding Ordinances 1227 and 1228
Page 1 of 4

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Effective Date of Both Ordinances

The ordinances are drafted to become effective April 1, 2025, which is the start of the second quarter of this tax year. While the adoption of changes to the reimbursement application process and the application of the sales tax cap may cause frustrations for sellers, a change that does not correspond with the filing schedule would cause confusion and a lack of uniformity in the implementation of the sales tax. It is important to remember that sales tax for the first quarter of 2025 may be reported at the end of March, but the

tax has been imposed on the taxpayers since January and thus a change mid-quarter would make reporting difficult and potentially lead to differential treatment of taxpayers.

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**CITY OF CORDOVA, ALASKA
ORDINANCE 1228**

AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA AMENDING CMC 5.10.100 “PRODUCT BASED EXEMPTIONS”, CMC 5.10.210 “EXEMPTION APPLICATION AND EXEMPTION AUTHORIZATION CARD”, CMC 5.10.230 “REFUNDS”, AND REPEALING CMC 5.10.240 “CONSTRUCTION MATERIALS AND SERVICES EXEMPTION AND REFUND” TO REPLACE THE REIMBURSEMENT APPLICATION PROCESS THAT APPLIES TO ELIGIBLE CONSTRUCTION MATERIALS AND SERVICES AND ADOPT AN EXEMPTION CARD APPLICATION PROCESS FOR SUCH MATERIALS AND SERVICES AND AMENDING CMC 5.10.100 TO REMOVE INCOME REPORTING REQUIREMENTS FOR NONPROFIT ORGANIZATIONS REGARDING SALES BY NONPROFIT ORGANIZATIONS, WHICH ARE NOT EXEMPT FROM SALES TAX

WHEREAS, the City of Cordova (“City”) has historically exempted the sale of certain “construction materials and services” from sales tax in an effort to incentivize the construction of housing and residential development within the City; and

WHEREAS, this exemption differed from other exemptions available within the City in that an applicant would only pay tax owed on the sale of \$5,000 of “construction materials and services” regardless of how many invoices were issued for eligible “construction materials and services;” and

WHEREAS, prior to January 1, 2025, taxpayers had the option of seeking reimbursement for sales tax paid on qualifying “construction materials and services” or applying for and using an “exemption card” for such materials and services and prepaying taxes on \$5,000 of “construction materials and services” sales; and

WHEREAS, Council initially removed these options, requiring taxpayers to submit an application for reimbursement rather than issuing an exemption card; and

WHEREAS, the purpose of this revisions was to create clarity, uniformity, and accountability given the opportunity for misuse of an exemption card for “construction materials and services;” and

WHEREAS, constituents engaged in the construction industry objected to the reimbursement application process and expressed their preference for the use of an exemption card; and

WHEREAS, Council otherwise clarified the scope of the construction materials and services exemption and adopted parameters for the time period in which it would be applicable and the sales that would be eligible that ensured the exemption was narrowly tailored to further the specific goals of Council regarding housing and responsible development; and

WHEREAS, Council has now determined, in light of the preferences expressed by taxpayers, that it is in the City’s best interest to issue exemption cards for the sale of qualifying “construction materials and services” instead of requiring taxpayers to file a reimbursement application; and

[Added language is **bold and underlined**, deleted language is ~~stricken through~~]

WHEREAS, Council also determined that it was in the City's best interest to remove any requirement that nonprofit organizations provide information regarding the nature of income generated by nonprofit organizations now that sales by nonprofit organizations are no longer exempt from sales tax under the Code.

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

Section 1. Section 5.10.100 of the Cordova Code of Ordinances of Cordova, Alaska is hereby amended to read as follows:

5.10.100 Product-based exemptions.

The following sales and services are exempt from the tax levied under this Chapter only in accordance with the exemptions, and limitations on such exemptions, provided for in this Chapter:

- A. *Casual and isolated sales, services or rentals.* Proceeds from casual, occasional or isolated sales which are easily identified as the sale of tangible personal property or goods at such functions as moving, garage, yard, food and bake sales, markets or fairs, the sale of private vehicles when the seller is not a dealer in used vehicles or services such as babysitting or house-sitting provided the seller does not regularly engage in the business of selling such goods or services or rentals are exempt, except that:
 - 1. The sale of goods and services occurring for more than 10 days in a calendar year, whether or not these days are consecutive, are not exempt;
 - 2. Sale of goods and services made through a dealer, broker, agent or consignee are not exempt;
 - 3. The rental of personal tangible property for more than 60 days in a calendar year, whether or not those days are consecutive, is not exempt;
 - 4. Sales or rentals made pursuant to a business license or by sellers representing themselves to be in the business of making sales, rentals or services are not exempt; and
 - 5. The rental of real estate is not exempt.
- B. *Banking.* The following fees, sales and services charged by banks, savings and loan associations, credit unions, and investment banks are exempt:
 - 1. Fees for the sale, exchange or transfer of currency, stocks, bonds, and other securities;
 - 2. The principal amount of loans, the interest charged for loaning money, escrow collection services, and any fees associated with the loaning of money
 - 3. Services associated with the sale, exchange or transfer of currency, stocks, bonds, and other securities;
 - 4. Pass-through charges on loan transactions which includes sales tax; and
 - 5. Sale of insurance policies, bonds of guaranty and fidelity and the commission on these sales (AS 21.09.210(f); 21.79.130, 21.80.130).
- C. *Transportation.*
 - 1. *Commercial flights.* The sale of passenger seat tickets by a commercial airline is exempt. Recreational flights are not exempt, unless otherwise exempted by AS 29.45.820.
 - 2. *Vehicles for hire.* The lease or rental of vehicles is not exempt.
- C. *Interstate commerce, wharfage, and shipping.*

[Added language is **bold and underlined**, deleted language is ~~stricken through~~]

1. *Fish Shipments.* Gross receipts or proceeds derived from servicing, freezing, storing, handling or wharfing of fisheries commodities awaiting shipment or in the process of being shipped;
 2. *Shipping.* Gross receipts or proceeds from the transportation (including freight and shipping charges), loading, unloading or storing of cargo from marine vessels or aircraft in foreign, interstate or intrastate commerce.
- E. *Charitable and Public assistance.*
1. *Nonprofit organizations.* A sale of goods or services to any nonprofit entity that, at the time of sale, can produce a sales tax exemption card and that has a duly authorized federal tax-exempt status pursuant to IRS Regulations, Section 501(c)(3), (4) or (19) is exempt; ~~provided, that any income from the exempt sale is also exempt from federal taxation.~~ This exemption does not apply to the rental of real property, personal property or space by or to nonprofit entities that otherwise qualify for an exemption under this subsection. Such rentals remain subject to sales tax under this Chapter.
 2. *Public Assistance.* Purchases made with food coupons, food stamps, or other type of certificate issued under 7 USC Sections 2011 through 2025 (“Food Stamp Act”) or other certificates issued under 42 USC Section 1786 (“Special Supplemental Food Program for Women, Infants and Children”) are exempt.
 3. *Home heating oil.* Home heating oil purchased for use in a dwelling is exempt so long as at least 50 percent of the floorspace of the dwellings is used as a residence and not for commercial or business activities.
- F. *Medical care.*
1. *Medical professional services.* Professional services of a person in the field of medicine, integrated medicine or the healing arts and sciences, including therapy, counseling, surgery, veterinary care, dentistry, optometry, and chiropractic care are exempt.
 2. *Assisted living.* Assisted living services provided in accordance with an assisted living plan and in an assisted living home licensed by the State are exempt.
 3. *Medical equipment.* Fees for supplies, equipment, and services provided by a hospital, medical clinic, assisted living facility or dental clinic for patient treatment including laboratory and x-ray services are exempt.
 4. *Prescription drugs.* Gross receipts or proceeds of the retail sale of prescription drugs are exempt.
 5. *Medical Facility Meals.* Sales of food at hospital cafeterias and lunchrooms which are operated primarily for staff and patients and which are not operated for the purpose of sale to the general public for profit;
- G. *Cemetery goods and services.* Sale of cemetery plots, caskets, funeral and burial related items and the services by a funeral home.
- H. *Dues.* Dues or fees to clubs, labor unions or fraternal organizations solely for the privilege of membership.
- I. *School.*
1. *Student Activities.* Fees and charges for extracurricular activities or events promoted or undertaken by educational or student organizations;
 2. *Student sales.* Sales by any student organization, parent/teacher organization or booster club recognized by the school or educational organization in which it operates, which proceeds are utilized to further the purposes for which the organization was formed;

[Added language is **bold and underlined**, deleted language is ~~stricken through~~]

3. *School Sales and services.* Sales and services by schools or other educational organizations made in the course of their regular functions and activities, which proceeds are utilized to further the purposes for which such organization was formed;
 4. *School cafeteria sales.* Sales of food at an educational facility provided primarily for staff and/or students, and which is not operated for the purpose of sale to the general public for profit.
 5. *Childcare services.* Proceeds from contract services provided by a state-licensed child care contractor or from contract services provided by a person for the purpose of taking temporary care of minors for another person.
- J. *Required exemptions.* Sales, rentals or services which the City is prohibited from taxing by the Constitution or statutes of the United States or the State of Alaska.
- K. **Construction materials and services. Sales or services for “construction materials and services” on a single construction project that fall within the definition of “construction materials and services” under this Chapter. A person may apply for exemption of sales and services for “construction materials and services” in two tax years as provided in Section 5.10.210 of this Chapter.**

Section 2. Section 5.10.210 of the Code of Ordinances of Cordova, Alaska is hereby amended to read as follows:

5.10.210 Exemption application and exemption authorization card.

- A. **Except as otherwise provided in this section,** Any person claiming an exemption under this Chapter shall apply to the City for an exemption authorization card on a form provided by the Finance Director within one month of operating or conducting business or sales or performing services within the City in the first year in which sales are made, and thereafter shall apply by December 15th of each year for the following calendar year. Numbered exemption authorization cards will be issued by the City. The exemption authorization card must be shown to all sellers or the number must be recorded on a list provided by the City for all sales and must be recorded at the time of sale by the seller. The exemption is valid only for those items that are purchased for resale as described under Section 5.10.110 or are purchased by agencies and organizations that are exempted by City, state or federal law. Any person that believes an attempt to purchase unauthorized items as tax exempt is being made at that person’s place of business may refuse to accept the exemption card.
- B. Purchasers of “construction materials and services” **must apply for a “construction materials and services exemption card” on a form provided by the Finance Director and must present the “construction materials and services” exemption card to a seller before an exemption may be applied. An exemption may not be granted or an exemption card issued for “construction materials and services” until the applicant has prepaid in full the sales tax that would be owed to the City on the sale of \$5,000 in “construction materials and services” and the City has determined that the anticipated sales constitute qualifying “construction materials and services” as defined in this Chapter. The “construction materials and services” exemption card may only be used for eligible “construction materials and services” as that term is defined within this Chapter. A “construction materials and services” exemption card may only be issued for two tax years on a single qualifying project. These tax years need not be consecutive. For purposes of this subsection, a “single project”**

[Added language is **bold and underlined**, deleted language is ~~stricken through~~]

shall be as defined on the exemption card. Applications for an exemption card shall be issued within 30 days of receiving a complete application and the payment owed under this subsection. The exemption card shall expire at the end of the tax year unless a complete and qualifying application and payment is received for the next tax year by December 15th of the year for which the exemption card has been issued. ~~are not eligible for an exemption card for such purchases.~~

C. Exemption cards may not be assigned or transferred.

Section 3. Section 5.10.230 of the Code of Ordinances of Cordova, Alaska is hereby amended to read as follows:

5.10.230 Refunds.

- A. A claim for a refund of a payment of sales tax which is made more than six months from the date on which the tax was paid or became due and payable is forever barred, ~~except for a refund for “construction materials and services” as set forth in this Chapter.~~
- B. A claim for refund of payment shall be made by filing a request for refund with the City Manager on a form provided by the Finance Director, specifying the date the tax was imposed, the amount of refund claimed, and the basis upon which the claim for refund is made. The decision of the City Manager shall be the final decision of the City.
- C. Any appeal of the City's decision must be filed in the superior court for the state of Alaska in Cordova within 30 days of the final decision of the City Manager in accordance with the Alaska Rules of Appellate Procedure. Failure to file an appeal within the time period waives any claims to a sales tax refund.

Section 4. Cordova Municipal Code Section 5.10.240, “Construction materials and services exemption and refund” is repealed.

Section 5. This ordinance shall be effective April 1, 2025, and in enacted accordance with Section 2.13 of the Charter of the City of Cordova, Alaska.

1st reading: February 5, 2025

2nd reading and public hearing:

PASSED AND APPROVED THIS _____ DAY OF _____ 2025.

David Allison, Mayor

ATTEST:

Susan Bourgeois, City Clerk

[Added language is **bold and underlined**, deleted language is ~~stricken through~~]



AGENDA ITEM # 21
City Council Regular Meeting Date: 02/05/25
CITY COUNCIL COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner
DATE: Wednesday February 05, 2025
ITEM: Letter of Interest from Bob Ladd, Jackie Ladd, Chris Bolin, and Angela Jeppson, for Tract 10B of ASLS 73-35 “74-291”
NEXT STEP: Recommendation on Disposal and Disposal Method

INFORMATION RESOLUTION
 MOTION ORDINANCE

I. REQUEST OR ISSUE: Requested Actions: Recommendation on Disposal and Disposal Method
 Applicants: Bob Ladd, Jackie Ladd, Chris Bolin, and Angela Jeppson
 Legal Description: Tract 10B of ASLS 73-35 “74-291”
 Area: Approximately 12,414.6 Sq. Ft.
 Zoning: Avalanche Overlay District
 Attachments: Location Map
 Letter of Interest

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

“I move to recommend that City Council enter into a Five (5) year lease of Tract 10B of ASLS 73-35 “74-291” approximately 12,414.6 square feet in size 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 Bob Ladd, Jackie Ladd, Chris Bolin, and Angela Jeppson to lease 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 recommend the City Council does not dispose of the requested Lot 10B of ASLS 73-35 “74-291”

III. FISCAL IMPACTS: The property would become part of the City’s lease revenue and possessory interest tax.

IV. BACKGROUND INFORMATION: Bob Ladd, Jackie Ladd, Chris Bolin, and Angela Jeppson have submitted a Letter of Interest to lease Lot 10B of ASLS 73-35 “74-291” located along Five Mile Loop Road, for the purpose of a recreation area with access to Eyak Lake.

Staff has no concerns with this proposed land lease given that no permanent structures be built on the property. The property must be cleared of any stored items on or before December 1st of each year. No items shall be placed back onto the property before May 1st of each year according to 18.35.030 Principal uses – Uses Permitted.

At the 1/14/25 Planning Commission meeting the commission reviewed the letter of interest and discussed with the applicant their intentions for the property. Following the conversation the Commission passed a motion to recommend that the City Council direct staff to directly negotiate a lease agreement with the applicant. The reason for recommending direct negotiations is that the lot has been advertised on the land disposal maps for many years. This means that other interested parties have had an opportunity to submit a letter of interest for the lot if they were truly interested. The Planning Commission has expressed that when properties have been shown as available on the Land Disposal Maps for multiple years then the person that has put in the time and effort to put a plan together to develop or use a property should have priority and not forced to potentially compete against people that showed no interest until they found out someone else is now interested in the property.

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.*

18.35.030 - Principal uses—Uses permitted.

All uses allowed in a district shall be subject to the additional restrictions of the avalanche district. If any of the regulations specified in this section differ from regulations specified for a district with which the avalanche district is combined, the regulations contained in this section shall apply and govern. Permitted principal uses are as follows:

A. High Hazard Red Zone.

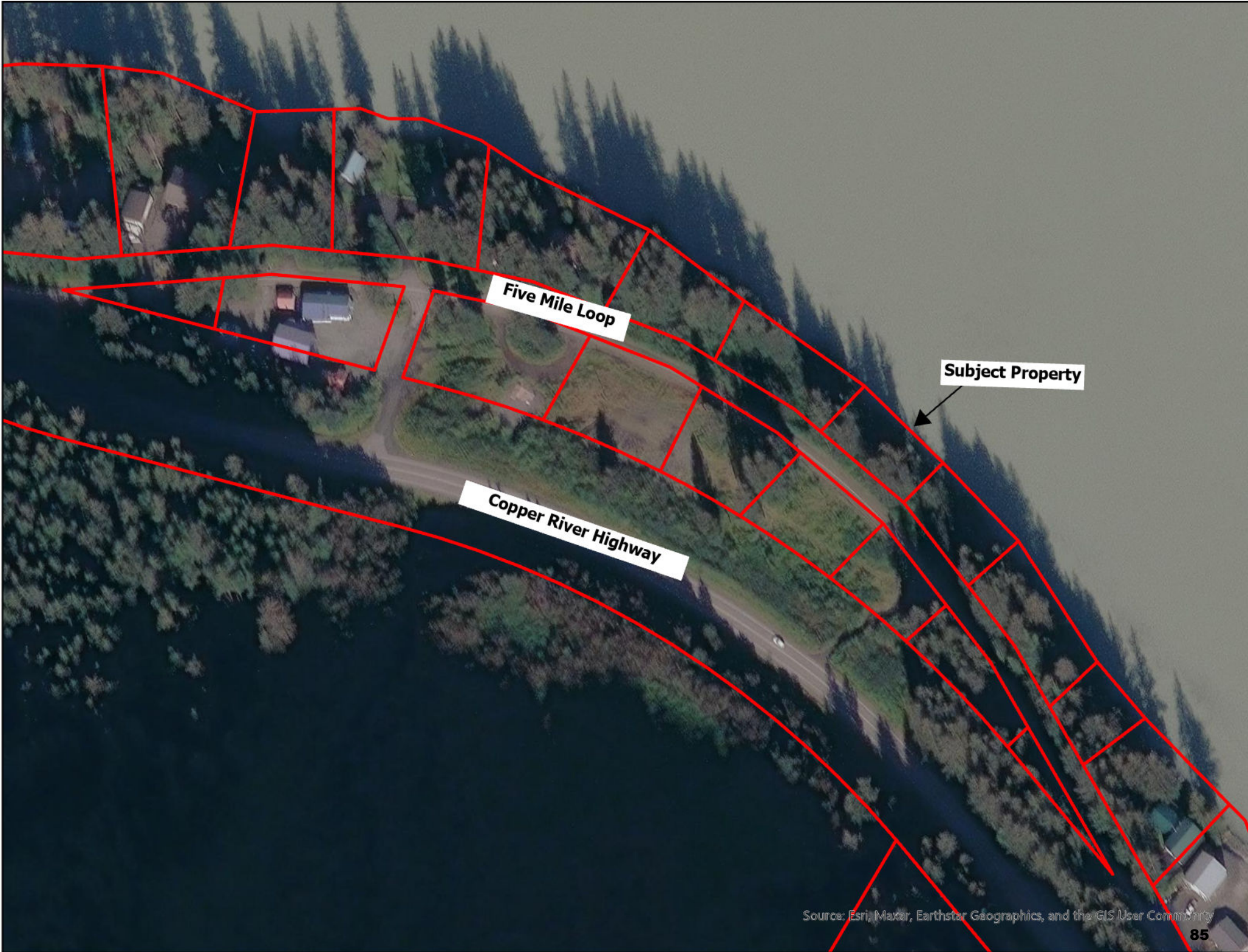
- 1. Water conservation and flood control installations;*
- 2. Seasonal parks, campgrounds and parkways, greenbelts, land reserves and related facilities except between December 1st and May 1st or other times when the city has declared an avalanche hazard; and*
- 3. Installation of sewer, water and utilities.*

18.35.120 - Warning and disclaimer of safety and liability.

Avalanches occur naturally, suddenly and unpredictably based upon steepness of slope and run out area, exposure, snow pack composition, wind, temperature, rate of snowfall and other little understood interacting factors. The avalanche district designated in this chapter is considered for regulatory purposes and is based upon and limited by the engineering and scientific methods of study. This chapter does not represent or imply that areas outside the avalanche district are free from avalanches or avalanche danger. The fact that the city has not prohibited the continued use of property within the avalanche district (Section 18.35.090) does not constitute a representation, guarantee or warranty of any kind as to the safety of any construction, use or occupancy thereof. The granting of any permit or approval for any structure or use, or the declaration or failure to declare the existence of an avalanche hazard shall not constitute a representation, guarantee or warranty of any kind or nature by the city, or any official or employee of the practicality or safety of any construction, use or occupancy thereof, and shall create no liability upon or cause of action against such public body or its officials or employees for any injury, loss or damage that may result thereby. Avalanches occur naturally, suddenly and unpredictably, and persons who develop or occupy real property within the avalanche district do so at their own risk.

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

VI. SUMMARY AND ALTERNATIVES: City Council may make a motion to recommend or not recommend the lease of this land.



Five Mile Loop

Subject Property

Copper River Highway

To; City of Cordova/Samantha
Greenwood

From; Bob & Jackie Ladd
Box 1306
Cordova, Ak 99574

Chris Bolin & Angela Jeppson
P.O. Box 716
Cordova, Ak 99574

We would like to propose, a 5yr lease of lot, Track
10B of ASLS 73-35 "74-291".

Thank you for your consideration!,

Chris Bolin
Angela Jeppson
Bob Ladd
Jackie Ladd

12-06-2024



AGENDA ITEM # 22
City Council Regular Meeting Date: 02/05/25
CITY COUNCIL COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner
DATE: Wednesday February 05, 2025
ITEM: Land Disposal – Review of Letters of Interest for Lot 1, Block 7A Tidewater Development Park
NEXT STEP: Review Letters of Interest and Make Decision on Disposal Request

INFORMATION RESOLUTION
 MOTION ORDINANCE

I. REQUEST OR ISSUE: Requested Actions: Recommendation on Disposal and Disposal Method
Legal Description: Lot 1, Block 7A Tidewater Development Park
Area: Approximately 40,259 Sq. Ft.
Zoning: Waterfront Industrial District
Attachments: Letter of Interest from David Roemhildt
Letter of Interest from Camtu’s Alaska Wild Seafoods
(Thai Vu, Camtu Ho, Tu Trinh Dillon, and Tyler Dillon)

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

“I move to recommend disposal of the requested Lot 1, Block 7A Tidewater Development Park approximately 40,259 Sq. Ft. 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 “insert preferred Letter of Interest” 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 recommend to not dispose of the requested Lot 1, Block 7A Tidewater Development Park.”

III. FISCAL IMPACTS: The city would collect lease revenue on the land until the land is disposed of and tax revenue is collected.

IV. BACKGROUND INFORMATION: We have two interested parties who are both interested in the purchase of this lot. They both propose the development of a commercial seafood processing plant at this location.

This lot is not zoned and will need to be zoned accordingly based on the use of the proposal that is eventually chosen.

On 01-08-25 the Harbor Commission Approved and passed a motion to recommend for an RFP to be issued for the Breakwater Fill Lot also known as Lot 1, Block 7A, Tidewater Development Park. The Harbor Commission is in unanimous support of the disposal of this lot under the conditions that it go to RFP and that if there is a chosen proposal the City enters into a lease with option to purchase style contract. The Harbor Commission noted their opposition to any proposal that impedes the waterway entrance as well as any agreement that might allow for the Lessee to purchase the property without development. The entrance to the harbor is a federally regulated navigation channel and could not be encroached upon. Whatever the final proposal for this lot is, it will be required to be reviewed by the relevant federal agencies which will include a review that the navigation channel is not encroached upon.

On 01-14-2025 the Planning Commission Approved and passed a motion to recommend for an RFP to be issued for the Breakwater Fill Lot also known as Lot 1, Block 7A, Tidewater Development Park. The Planning Commission is in unanimous support of the disposal of this lot. The Planning Commission is in agreement with the parameters that the Harbor Commission discussed. The waterway should not be impeded. The Planning Commission also chose to recommend that Council request RFPs as unlike other land disposals, this lot has only recently had its status changed to Available from Not Available, and there are two interested parties that have come forward and submitted letters of interest.

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 the lease or purchase will be conducted prior to final approval by City Council.

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



Trident

Ocean Beauty

Harbor

Trident

89
City Hall

3

2

4



David Roemhildt
PO Box 2294
Cordova, Alaska 99574

April 3, 2024

Helen Horwath
City Manager
City of Cordova
PO Box 1210
Cordova, Alaska 99574

Helen,

Please consider this letter as a formal request for the purchase of Lot 1, Block 7A, Tidewater Development Park and for the purchase of the structure on Lot 2, Block 7.

I propose to purchase Lot 1, Block 7A for three hundred thousand and one dollars (\$300,001), and purchase the structure on Lot 2, Block 7 for one thousand and one dollars (\$1,001).

I will develop Lot 1 with the infrastructure required to operate a seafood processing plant and dock. I will demolish the structure on Lot 2 as a necessary step toward providing dock access on the east side of Lot 1 and to enhance the operational value of that lot.

I request that the lot lines for Lot 1 be adjusted to the mean high water mark on the north, south and west boundaries of the lot. I request that the lot line on the east side be relocated to 10' east of the toe of the rip rap slope, a move of roughly 20'. This will allow for the installation of a dock within the property boundaries. A 60-foot-wide access easement must be created along the eastern lot line to allow for access to this dock.

This development will benefit the community through increased seafood production capacity, by creating jobs, through increased raw fish tax and increased sales and property tax. As this property is in a highly visible location from all sides, it is understood and agreed that the development should conform to high aesthetic and historical criteria.

Estimated development value \$5,000,000. I would gladly entertain a lease/purchase option similar to Attachment D of LD-RFP-24-02.

I propose to complete the development within 5 years of the commencement of lease and remove the structure on Lot 2 within 18 months.

Respectfully,



David Roemhildt



Interest of Purchase - Lot 1, Block 7A, Tidewater Development Park
June 8th, 2024

From: Thai Vu & Camtu Ho, Tyler & Tu Trinh Dillon
Camtu's Alaska Wild Seafoods
PO BOX 1502
Cordova, AK 99574

To: City of Cordova Councilmen,
City Mayor, Planner, Manager
PO BOX 1210
Cordova, AK 99574

Dear Representatives of the City of Cordova and Councilmen:

On behalf of Camtu's Alaska Wild Seafoods, this letter is to provide interest in the purchase of Lot 1, Block 7A, Tidewater Development Park.

We understand that the City of Cordova has recently published Lot 1, Block 7A, of Tidewater Development Park up for sale. We would like to submit a formal offer for this lot of \$300,001.00. Our plan is to build a fish processing facility at this lot. It will allow us to shorten fish transport time, reduce handling of the fish, reduce traffic on the road, offer more consistent service to our fisherman and give us full year access to add additional species to our production (seine fish, halibut and black cod). This in turn will increase fish quality and cut long-term overhead from transportation costs. This will increase revenue by 10 - 12% and we can pass these savings and revenue increases on to our fishermen and employees. It will also create 10 - 15% more jobs within our facility and offer employees longer working seasons. We see job opportunities increasing each year in the long term as well.

We believe this is the best alternative option available that will benefit all community members, fishermen, environmentalists, city, and the general community.

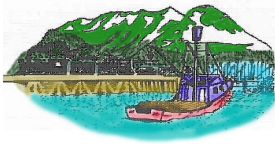
Thank you very much,

Camtu Ho
President, CEO, Owner

Thai Vu
Vice-President, Owner

Tyler Dillon
Fleet Manager & Assistant Plant Manager

Tu Trinh Dillon
Office & Operations Manager



City Council of the City of Cordova, Alaska
Pending Agenda
February 5, 2025 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) Facility condition assessments part 2 work session (did P&R on 4-19-23) - Oct '23	9/6/2023
4) City Code re: procurement, Manager spending limit trigger in a code provision	4/19/2023
5) Discuss/create a policy for established timeframes for review of City ongoing contracts	9/6/2023
6) Explore methods to capture tourism dollars by requiring arriving RVs to use paid facilities	9/6/2023
7) Strategic planning work session (goal setting), to include Permanent Fund and other priorities	2/21/2024
8) Bonding for City streets - explore for when asphalt plants will be in town during other projects	4/3/2024
9) Charter change discussion, resolution to put on ballot - remote finance director on 11/20/24 agenda	9/18/2024
10) Code change to land disposal maps when a status change (time-frame for disposal post status chg)	9/18/2024
11) Ordinance from CM to address cashflow issue for the \$3.9 or \$2.9M that has been used from the GF	11/6/2024
12) Enterprise funds accounting procedures	11/6/2024
13) Revisit Economic Development Property Tax Exemptions, Ordinances 1217 & 1223	12/4/2024

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

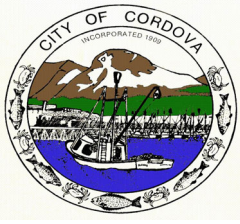
C. Upcoming Meetings, agenda items and/or events: with specific dates
1) Capital Priorities List, <u>Resolution 12-24-39</u> , is in each packet - if 2 council members want to revisit the resolution they should mention that at Pending Agenda and it can be included in the next packet for action
2) Staff quarterly reports will be in the following packets: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> 2/5/2025 4/16/2025 7/16/2025 10/15/2025 </div>
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) Each year in June Council will approve by Resolution, the School's budget and City's contribution
8) Quarterly work sessions on City finances (compare budget to actuals) - April, July, Oct, Jan



12/5/2024

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
February 5, 2025 Regular Council Meeting**

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

1) Cordova Fisheries Committee:

auth res 10-24-32 approved Oct 2, 2024

Council needs to determine exact makeup of the committee
Council needs to determine how to fill the seats

2) Cordova Trails Committee:

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

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

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

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

1) Prince William Sound Regional Citizens Advisory Council

David Janka appointed March 2024 2 year term until May 2026

2) Prince William Sound Aquaculture Corporation Board of Directors

Tommy Sheridan appointed June 2024 3 year term until Oct 2027

3) Alaska Mariculture Alliance

Sean Den Adel appointed March 2024 no specific term

**CITY OF CORDOVA, ALASKA
RESOLUTION 12-24-39**

**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, walking corridor and parking

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 Equipment /Maintenance Building

Shipyard Expansion

Public Works

Water Infrastructure

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 pump stations and equipment

Feasibility study for water service and fire protection (hydrants) to outlying areas

Replacement and relocation of Morpac tank

Water Equipment

Vac truck

Backhoe

Sewer Infrastructure

Replacement/upgrade of wastewater plant and SCADA

Replacement/upgrade of all lift stations

Replacement of force main in Odiak Slough

Upgrade pipe infrastructure

Sewer Equipment

Dump truck

Backhoe

Streets Infrastructure

Storm drain systems upgrades - Council Ave. and Third St. aka "jailhouse door system"

Lake Ave. hillside

Evaluation of existing storm drain systems

Sixth St. and Seventh St. drainage, sidewalks, and street surface upgrades

Chase Ave. upgrades including sidewalks, drainage, and new surfacing

Replace/upgrade pedestrian walkways (Fourth St. and Adams Ave.) (Council St.), and
(Second St. to First St.)
Streets equipment storage building
Streets Equipment
Wheeled loader
Road grader
Backhoe

Refuse Infrastructure
Landfill bear fence
Electricity to landfill
Equipment storage building

Refuse Equipment
Dumpster truck
Residential truck
Skid steer

Public Safety

E-911 Implementation
Acquire and integrate new hardware and software for E-911
Update dispatch console
Replace Radio Structure on Ski Hill
Mile 5 Substation Code and ADA Compliance
Engineering and Preliminary Design of Public Safety Building Prep Site

Parks and Recreation

Pool Infrastructure Code and ADA Compliance
Door and siding replacements and CMU joint repairs
Replace pool cover
Replace pool roof
Replace/upgrade HVAC and ventilation system
Replace electrical distribution system
ADA compliance and parking area re-grade
Bidarki Recreation Center
Renovate and add ADA access
Structural repair
Code and ADA compliance
Facility improvements
Eyak Lake Skater's Cabin
Demolish and replace
Parks
Playground renovations
Replacement of playground equipment at Noel Pallas Children's Memorial
Playground
Upgrade 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
Improve existing unimproved ROW's
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 18th DAY OF DECEMBER 2024



David Allison, Mayor








ATTEST:

Susan Bourgeois, CMC, City Clerk

most recently approved CIP Resolution

February 2025

CALENDAR MONTH	FEBRUARY
CALENDAR YEAR	2025
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26 	27	28 	29	30	31	1
Iceworm Festival "Once Upon an Iceworm" Jan 25 - Feb 2, 2025						
2 <div style="border: 1px solid gray; padding: 5px;">Mar 4, 2025 Election: last day to register in order to vote 2/2/25</div>	3	4  <div style="border: 1px solid gray; padding: 5px;">Mar 4, 2025 Election: declaration of candidacy period opens 12/17/24 and closes 2/4/25</div>	5 <div style="border: 1px solid gray; padding: 5px;">6:45 Council PH 7:00 Council reg mtg CCAB</div>	6	7	8
9	10	11 <div style="border: 1px solid gray; padding: 5px;">Early Voting: City Election at Cdv Ctr/City Hall: 2/11 - 2/14 8a-5p</div>	12	13	14 	15
16	17 <div style="border: 1px solid gray; padding: 5px;">Presidents Day Holiday City Offices closed</div>	18  <div style="border: 1px solid gray; padding: 5px;">5:30 CTC Board Meeting CCER</div>	19 <div style="border: 1px solid gray; padding: 5px;">7:00 Council reg mtg CCAB</div>	20 <div style="border: 1px solid gray; padding: 5px;">6:00 Harbor Cms CCAB 7:00 Sch Bd HSL</div>	21 <div style="border: 1px solid gray; padding: 5px;">12:00 Hosp Svc Bd HCR</div>	22
23	24 	25 <div style="border: 1px solid gray; padding: 5px;">6:00 P&R CCM</div>	26 <div style="border: 1px solid gray; padding: 5px;">6:00 CEC Board Mtg CCER</div>	27	28	1 
Early Voting: City Election at Cdv Ctr/City Hall: 2/24 - 2/28 8a-5p →						

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

March 2025

CALENDAR MONTH	MARCH
CALENDAR YEAR	2025
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
23	24	25	26	27	28	1
Early Voting: City Election at Cdv Ctr/City Hall: 2/24 - 2/28 8a-5p						
2	3 Last day of Early Voting: City Election at Cdv Ctr/City Hall: 3/3 8a-5p	4  Cordova General Election 7am - 8pm CCA	5 7:00 Council reg mtg CCAB	6	7	8
9 	10	11 6:30 P&Z CCAB	12 6:00 Harbor Cms CCAB 7:00 Sch Bd HSL	13	14	15 
16	17 	18 5:30 CTC Board Meeting CCER	19 7:00 Council reg mtg CCAB	20 	21	22
23	24	25 6:00 P&R CCM	26 6:00 CEC Board Mtg CCER	27 12:00 Hosp Svc Bd HCR	28	29
30	31 Sewards Day Holiday City Offices closed	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				

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 Smith CouncilSeatF@cityofcordova.net	March 1, 2022	March-25
Seat G: 3 years	Ken Jones CouncilSeatG@cityofcordova.net	March 1, 2022	March-25

elected by encl

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 '25

(updated 2-5-25)

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 elected by board
3 years	Ann Linville CCMCBoardSeatA@cdvcmc.com	March 1, 2022	March-25
3 years	Shelly Kocan CCMCBoardSeatB@cdvcmc.com	July 25, 2024	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, Dec '24	November-27
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, Dec '24	November-27
3 years	Gail Foode	Dec '23	November-26
3 years	Chris Bolin	Sep '17, Nov '18 Dec '21, Dec '24	November-27
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 '25

(updated 2-5-25)

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	vacant		November-27
3 years	Hein Kruithof	Dec '23	November-26
3 years	vacant		November-27

Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Kelsey Hayden	Dec '24	November-27
3 years	Henk Kruithof	Nov '19, Dec '22	November-25
3 years	Aaron Hansen, Chair	Dec '21, Dec '24	November-27
3 years	Kara Rodrigues	Dec '23	November-26
3 years	Gabrielle Brown	Jan '25	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	vacant, historical society member			November-27
3 years	Jamie Foode, professional member	Jan '25		November-27
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 '25

(updated 2-5-25)