



## Public Notice

Mayor Koplín and the City Council are soliciting letters of interest for the following City Commission vacancy:

### Parks & Recreation Commission – 1 seat term to expire November 2018

Email your letter of interest addressed to Mayor Clay Koplín: [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net) or drop off at: City Hall City Clerk's Office or Front Desk Call 253 or 424-6248 or email with questions [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net) or [city-clerk3@cityofcordova.net](mailto:city-clerk3@cityofcordova.net) Letters accepted through May 29, 2018. Appointment to be made at the June 6, 2018 Regular City Council meeting

## Request for Proposals



### Request for Proposals to Lease 5 Mile Loop Lots

The City of Cordova is requesting proposals to lease up to ten lots located at 5 Mile Loop. Allowable uses are limited due to zoning and FEMA requirements and must only be conducted during time of the year when there is no avalanche threat.

**Property:** Tract 7, 8, 8A, 9A, 9B, 10A, 10B, 11A, 11B, 12A, 12B, Group C, ASLS 73-35. See map below.

**Zoning:** Unrestricted District, Avalanche District

**Size:** Ten lots, with an average size of 20,000 sq. ft. per lot

The full Request for Proposals packet is available at City Hall or on the City Webpage. For more information, please contact the City Planning Department at 424-6220, [planning@cityofcordova.net](mailto:planning@cityofcordova.net), or stop by in person.

**All proposals must be received by the City Manager by Monday, May 14th, 2018 at 3 PM.**

## REQUEST FOR PROPOSALS

### RFP #18-02 FOR THE CITY OF CORDOVA, ALASKA COMPREHENSIVE PLAN UPDATE

#### PURPOSE

The City of Cordova (City) requests written proposals from qualified professional consulting firms for a complete revision of the existing Cordova Comprehensive Plan. Qualified consulting firms should have experience in preparing and updating Comprehensive Plans for rural, coastal-Alaska municipalities. The City has an existing Comprehensive Plan from 2008 and desires a complete rewrite of the existing plan with an updated, long-range vision for the community. The City wishes to receive innovative proposals from firms with unique ideas for a Comprehensive Plan specific to the character of Cordova.

#### Included in this RFP are:

City's DRAFT contract for Consulting Services to be executed for this project.

## Cordova Special Election

**May 15, 2018 - general information**  
**Polling place: Cordova Center Community Room A**  
**Voting hours: 7:00 am to 8:00 pm**

**There will be three propositions before the voters at this election.**

#### Proposition No. 1

Shall the Cordova City Code Chapter 5.40.030-Exemptions for sales tax be amended to decrease the sales tax cap on a single purchase from \$7,500 to \$3,000?

- YES
- NO

#### Proposition No. 2

Shall the Cordova City Code Chapter 5.39 entitled "Motor Fuel Excise Tax" be repealed in its entirety?

- YES
- NO

#### Proposition No. 3

Shall the Cordova City Code Chapter 8.40.020-Marijuana establishment operations-temporarily prohibited be amended to be prohibited?

#### 8.40.020 - Marijuana establishment operations - Temporarily prohibited.

The operation of marijuana cultivation facilities, marijuana product manufacturing facilities, marijuana testing facilities, and retail marijuana stores in the city is prohibited until January 1, 2017.

- YES
- NO

#### For purposes of Proposition No. 3:

A marijuana cultivation facility is defined as an entity registered to cultivate, prepare, and package marijuana and to sell marijuana to retail marijuana stores, to marijuana product manufacturing facilities, and to other marijuana cultivation facilities, but not to consumers.

A marijuana product manufacturing facility is defined as an entity registered to purchase marijuana; manufacture, prepare, and package marijuana products; and sell marijuana and marijuana products to other marijuana product manufacturing facilities and to retail marijuana stores, but not to consumers.

A marijuana testing facility is defined as an entity registered to analyze and certify the safety and potency of marijuana.

A retail marijuana store is defined as entity registered to purchase marijuana from marijuana cultivation facilities, to purchase marijuana and marijuana prod-

ucts from marijuana product manufacturing facilities, and to sell marijuana and marijuana products to consumers.

**Voter qualifications:** 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 (Sunday April 15, 2018) the election; B) A resident of the city for thirty days immediately preceding (Sunday April 15, 2018) the municipal election; and C) Not disqualified under Article V of the Alaska Constitution.

**Application for absentee ballot by mail or facsimile:** Submit a request for an absentee ballot by mail to: City Clerk, City of Cordova, PO Box 1210, Cordova, AK 99574; or by facsimile to 424-6000 or by email to [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net). Application by mail shall be postmarked, and application by facsimile or email shall be received by the city clerk no more than 60 days (Friday March 16, 2018) or less than 7 days (Tuesday May 8, 2018) before the election. Such written request shall substantially include: voter's residence address in Cordova; voter's mailing address in Cordova; voter registration number; or, if not known, the voter's social security number and date of birth; if the ballot is to be mailed to the voter, the address to which it should be mailed; an original signature if the application is made by mail, or a facsimile thereof if application is made by facsimile transmission or email; and the printed name of the applicant.

**Absentee voting by mail:** An absentee ballot that is cast by mail must be marked and attested on or before the date of the election, and postmarked on or before the date of the election.

**Absentee voting in person:** Available at City Hall May 1 to May 14, 2018, 8:00 - 5:00 pm, Monday through Friday.

**Application for absentee voting by personal representative:** Available at City Hall May 1 to May 14, 2018, 8:00 - 5:00 pm, Monday through Friday.

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**For further information, contact the City Clerk at [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net) or 424-6248.**

## JOB ANNOUNCEMENTS

**The HR Dept. is accepting applications for a temporary seasonal**

### Park Maintenance Laborer

**Pay Range:** \$15. - \$20. per hour, DOE  
**Opening Date of applications** is April 19, 2018

**First Review** May 2, 2018

Applications & additional information available at City Hall; 424-6223

**The Human Resource Dept. is accepting applications for a temporary seasonal**

### Harbor Maintenance Assistant

For the Harbor Department  
**Starting Pay:** \$16.00 - \$18.00 per hour, DOE

**Opening Date:** April 13, 2018

**First Review:** April 26, 2018  
Applications & additional information available at City Hall; 424-6223

**The HR Dept. is accepting applications for a temporary seasonal**  
**REFUSE MAINTENANCE WORKER I**

**Pay:** \$16.00 - 25.00 per hour, DOE  
**OPENING DATE OF APPLICATIONS** April 13, 2018

**FIRST REVIEW IS** April 26, 2018  
Applications & additional information available at City Hall; 424-6223

**The HR Dept. is accepting applications for a full-time, non-exempt**

### Pool/Aquatics Operations Leader

**Starting Pay Range:** \$17.99 - 21.76 per hour, DOE + benefits

**FIRST REVIEW:** approximately May 7, 2018

Applications & additional information available at City Hall; 424-6223

THE CITY OF CORDOVA IS AN EQUAL OPPORTUNITY EMPLOYER

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Electronically submitted proposals will be accepted by email and may be sent to both Alan Lanning, [citymanager@cityofcordova.net](mailto:citymanager@cityofcordova.net) and [planning2@cityofcordova.net](mailto:planning2@cityofcordova.net). The email subject line shall read "City of Cordova RFP #PW18-01", and the proposal shall be attached to the email as a PDF file. If using this option, then only one electronic copy is required.

Questions regarding this proposal shall be directed to Rich Rogers, PE, City Engineer, 907-253-6224, at [publicworks@cityofcordova.net](mailto:publicworks@cityofcordova.net). A pre-proposal meeting will not be held. Submitted questions and the City's responses may be published as addenda if deemed germane to the preparation of complete proposals. Proposers may contact Harbormaster Tony Schinella (907-491-1394/253-6400) to arrange an informal site walk.

**Any further information or addenda for this RFP will be posted on the City website, [cityofcordova.net](http://cityofcordova.net).**

The 2008 Comprehensive Plan and other city plans can be located on the city webpage on the right-hand column at: <http://www.cityofcordova.net/document-central>. On the same page on the left-hand column, the City Budget can be located. The budget contains a significant amount of financial and organizational information.

**For more information about the community, refer to the City's webpage: <http://www.cityofcordova.net/> or the Cordova Chamber of Commerce webpage: [www. http://cordovachamber.com/](http://cordovachamber.com/).**

## Request for Proposals

### RFP# PW18-01 CITY OF CORDOVA, ALASKA Design & Construction of Used Oil Processing Building

The City of Cordova (City) requests written proposals from qualified firms interest-

ed in providing design-build (d-b) construction services to design and build the City Harbor Department's new Used Oil Processing Building at the Harbormaster's property on Nicholoff Way, South Fill, in Cordova. This RFP is issued per the provisions of City Code 5.12.130.

#### Included in this RFP are:

- Sketch showing conceptual location of building
- Sketch showing conceptual floorplan of building
- City's DRAFT contract for design-build services to be executed for this project

Proposals are due at 3:00 P.M. Alaska time on Thursday, July 12, 2018. Late proposals will not be considered.

To submit paper/hard copy proposals, please submit two (2) copies in a sealed envelope plainly marked, "City of Cordova RFP #PW18-01" addressed to the City Manager, City of Cordova, P.O. Box 1210, Cordova, AK