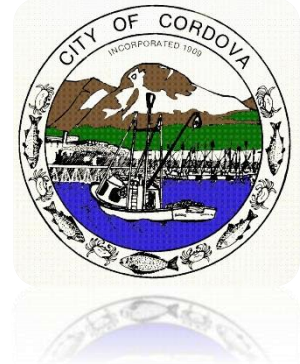


**From the Administrative Office of the City of Cordova  
Parks and Recreation Department**

DATE: 2/24/20  
TO: Mayor Koplin and Commissioners  
FROM: Susan Herschleb / Director of Parks and Recreation  
RE: Director's report for February 2020



Commission and Mayor Koplin,

So much is happening now, finding the time to pull together a meeting is becoming increasingly more difficult. I have decided to write my director's report in a different format. I resort to this when I am running short on time, and I have much to talk about; I can skip the effort of trying to write eloquently and in story form. Thanks for your patience!

**POOL:**

1. My single biggest challenge now is keeping the doors open to the public with the 2020 temporary employee budget. It cannot be done without a budget amendment. We were cut 8k out of 18k for temp employees at the pool for 2020. 18k was as low as we could realistically go. By May 1<sup>st</sup>, we will be in the hole an estimated 1-2k in temporary employee funds.
2. The 2020 budget draft was created by Alan Lanning and handed off to Helen Howarth midstream. This was a challenge for all. The 2020 P&R budget draft I presented early in the budget cycle (last year) to Alan Lanning, was cut substantially prior to his departure, and without notice to me. His draft 2020 budget then went to Council. I had very little time to negotiate with Manager Howarth and no time at all to speak on behalf of P&R to Council.
3. I met with Manager Howarth and discussed the shortfall. I will reduce spending until the problem is addressed with Council. This is what we've had to do:
  - a. Currently the facilitator (this employee is not paid from the temp employee account) is working the morning lap swims.
  - b. The school district is in midday.
  - c. I am the second in command for both evening tot swims and the Friday family swim.
  - d. We are no longer offering to staff birthday parties. We feel staffing birthday parties could be a good little business for a certified lifeguard, and we have promoted this idea amongst our staff.
  - e. We are no longer staffing swim lessons. This too, will need to be offered via private business. Karen Hallquist was notified in December and Jim Fritsch has recently been notified of the opportunity.

I am happy to report Manager Howarth is in favor of funding a robust summer schedule and otherwise maintaining our standard of service to the community. I believe I will be able to sit in front of Council in May and request a budget amendment. I have calculated the amount needed to offer the normal extended summer schedule and when school starts in the fall to reduce the schedule as usual. I believe we will need about 16k

4. Ian Davis is the new Cordova Fire Dept. firefighter/medic on staff. I have spoken with Chief Trumblee about sending Ian to be trained, to become a Jeff Ellis and Associates certified lifeguard instructor. Both Chief Trumblee and Ian are interested in having Ian certified. This to

me, is a great fit! What a great way to bridge the gap between EMS and lifeguards for early response to emergencies at the pool.

5. On Thursday 2/20/20 Wolverine Construction Company landed in Cordova ready to start work on the back wall of the pool. This project was funded for in 2019. An RFP was advertised, and Wolverine was selected by the end of the year. The rotten wall was discovered after the UV system failure, caused a damage to the sheetrock. This was an unanticipated problem and was not covered by insurance. The project in full, includes the relocation of an exterior electrical box, flashing and the roof. We were surprised to see wolverine last week. Much needed to be negotiated, considering no closer had been planned and the use of the pool deck was needed for a portion of the project. We were able to work around our service needs and come to an agreement.

#### ODIAK CAMPER PARK:

1. (see attached letters) I am desperately trying to communicate with our Odiak Camper Park tenants who left town with their RV's last fall. I will continue to keep you posted on those developments.
2. Maintenance staff will schedule snow removal and provide at minimum, access to store trailers if we find that there are pre-registered tenants on the April 24<sup>th</sup> sailing from Whittier. To de-winterize the bath house, there must no longer be any threat of freezing; this is not always the case in late April. We are considering charging just a storage fee per foot, until the park is fully functioning.

#### CAYAC:

1. I am excited about the newly elected board members on CAYAC (501c3 – Cordova Amateur Youth Athletics Corporation). I am in close contact with one, who wants to start a youth basketball league. We are eager to facilitate a youth basketball league and believe we can offer a great deal of support to this volunteer effort. (see attached e-mail).

#### ICEWORM FESTIVITIES:

1. Iceworm Volleyball went off without a hitch. 5 volleyball teams started competing on January 20<sup>th</sup> to seed the Iceworm Tourney; 7 days of volleyball all together; Congrats to team 'One Hit Wonders' for taking home the trophy!
2. Iceworm Basketball was a bumpy ride this year! 5 basketball teams eventually registered and played in the tournament this year. Except for 2 teams, all the rest of the teams were not organized and ready to play by the week of January 20<sup>th</sup>. For this reason, along with the expectation of a team flying in from Yakutat, we decided to forgo a seeded tournament. We pulled names from a hat to determine random seeding and play began on Thursday January 30<sup>th</sup>.
3. To make matters even more complicated, the team arriving from Yakutat couldn't land in Cordova due to weather conditions on Thursday and again on Friday! A last-ditch effort pulled together a 5<sup>th</sup> local team to replace the Yakutat team (called the replacements). I believe we wrote 4 different brackets prior to being able to coordinate a tournament for the community to enjoy! With all the pre-tourney angst, I was surprised by the team splits! 3 out of 5 of the teams were well balanced and very enjoyable to watch competing against each other. Congrats to the 'Eyak Tropics' for bringing home the trophy.

# **DRAFT**

## **Bob Korn Memorial Indoor Swimming Pool:**

**Classification: Recreation Area**

### **Health Safety Priorities:**

1. Parking lot in general / roof shed area
2. ADA accessibility – facility entry and showers
3. Lighting
4. Keep up with current water quality certifications and standards
5. Caulking around pool basin (between pool and concrete deck)
6. Seasonal temperature regulation

### **Maintenance priorities:**

1. Roof replaced
2. New HVAC, humidistat, deck thermostat
3. Pool Blanket

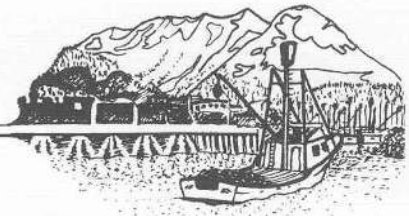
### **Recreational priorities:**

1. Maintain schedule to community programming needs.
2. Train and maintain water safety, lifeguard, lifeguard instructor certifications locally.

### **Administrative priorities:**

1. New facility.
  - a. Monitor funding opportunities.
  - b. Identify property for new facility.
    - i. Tot/therapy pool
    - ii. Sand filtration

# CITY OF CORDOVA



(letter to AMHS 1.28.20)

Good afternoon,

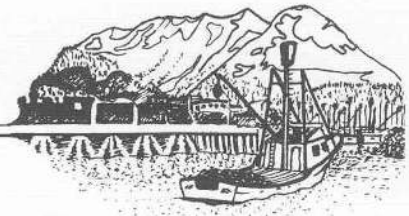
I am Susan Herschleb, Director of Parks and Recreation for the City of Cordova. I urge you to please consider all the additional sailings listed below. Cordova will experience several setbacks without the addition of these sailings. Although the points I am about to make are unique to my perspective, they too, are a major component to the over-all impact to our economy.

I manage the City owned RV Park known as **Odiak Camper Park**. The Park offers 24 rental spaces and most often has a waitlist of tenants trying to get in. Our RV Park is unique, because we rent to long term seasonal tenants. The tenants are commercial fishermen who live with their families in Cordova for the Copper River fishing season. We have fishermen who have lodged with us for over 25 years. **Annually, they make the trek to Cordova from Homer, Washington and Oregon with their trailer homes in tow. They fill Alaska's ferries! The average length of RV is 30-40 ft, plus the truck. The families purchase ferry tickets in late April and early May.** When in Cordova, they pay rent, buy food, fuel, alcohol, recreation center and pool passes. They need to arrive prior to the first fishing opener of the season and get settled. **If they cannot get to town prior to the first opener, they generally do not come. They will not stop fishing the peak of the season to go home and get their trailer. These sailings will be utilized by my tenants.** I believe **all** the additional sailings are needed to realistically serve this user group. They need to plan and book in advance.

I urge you to please consider adding **all** these sailings and adjusting the time of departure on 4/23/20 to better serve your passenger's needs:

1. **Change the departure time of the Kennicott on April 23<sup>rd</sup> from Whittier to Cordova from 5:00am to 7:30am.** The first passenger tunnel of the day going into Whittier is at 5:30am, two hours AFTER ferry check-in and boarding. The tunnel is the only way into Whittier from the road system so an overnight stay would be required. There are no hotels open in April in Whittier, nor are there enough hotel beds to accommodate ferry ridership, so staying overnight is not an option.
2. **Add a sailing from Whittier to Cordova, then Cordova to Yakutat on April 27<sup>th</sup>/28<sup>th</sup> on the Kennicott's southbound voyage from Kodiak to Ketchikan.** A stop in Cordova adds less than half a day to the overall sailing time of that voyage but would accommodate hundreds of people returning for the fishing season and Alyeska's state and federally mandated annual SERVS oil spill response training for over 350 contracted Cordova fishing vessels. AMHS should be reminded that the Kennicott was built in part with EVOS funding so it really should be made available to get participants and their gear to Cordova for this critical annual SERVS training.

# CITY OF CORDOVA



3. **Change the Kennicott schedule to stay in Prince William Sound May 7 – 10<sup>th</sup> with several round trips between Cordova, Whittier, and Valdez.** This change would leave Kodiak without service for only 4 days, while Prince William Sound has been without service since September 2019. This is the week the gillnet fleet pours into Cordova as well as the dates of Cordova's annual Copper River Delta Shorebird Festival, a nationally renowned birding festival which is a dramatic tourism driver for the community.
  
4. **Bring the LeConte into service in PWS/ Cordova on May 13<sup>th</sup> instead of the proposed May 20<sup>th</sup> date.** With Copper River Salmon fishing season poised to open the week of May 11<sup>th</sup>, freezer vans and box trucks loaded with fish product valued in the 100s of thousands of dollars is usually shipped on AMHS for rapid transport to Anchorage. AMHS is the most efficient and cost-effective means for shipping fresh and fresh frozen fish product out of Cordova to markets within the state. In addition to passengers and cars, these commercial vehicles and van loads generate substantial revenue for AMHS and are consistently booked from Cordova on every available sailing.

Sincerely,  
Susan Herschleb  
Director of Parks and Recreation  
City of Cordova  
P.O. Box 1210  
Cordova AK  
99574  
(907)424-7282

**From:** [Susie Herschleb](#)  
**To:** [heatherrichardson.alaska@gmail.com](mailto:heatherrichardson.alaska@gmail.com)  
**Cc:** [Crystal Shapleigh](#)  
**Subject:** Parks and Recreation Dept. support for CAYAK youth basketball programming  
**Date:** Wednesday, February 19, 2020 2:59:00 PM

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Heather,

We began restructuring the P&R Dept. in 2016 in response to increased operating deficits. We evaluated work flow, service needs and job descriptions. We decided to combine 2 FT benefitted programming positions (Pool Ops Leader and Rec. Ops Leader) to make 1 Parks and Recreation Ops Facilitator position. We no longer create new programming or lead programming; we facilitate it. Our shift in service is still true to our purpose.

We are here to support community enthusiasts in the development of adult and youth programming. We also support private business owners like Ella Fish, Current Rhythms and Rain or Shine Fitness and Training. We can do all of the leg work to get your program up and running. We can schedule with the school dist. to reserve gymnasium on your behalf, and schedule meeting space for your coaches, if need be. We can create flyers and we can be a hub for communications between parents, your volunteers and you. The level of our participation varies based on your needs. CLL is a good example of minimum support. Our front desk staff assists parents with registration; we collect fees on their behalf, pass along communications to parents and players and hand off the money to a CLL representative.

Let us know how we can help. We look forward to the sound of little dribblers again!

Susie.

Susan Herschleb

Director of Parks and Recreation

City of Cordova

P.O. Box 1210

Cordova AK

99574

(907)424-7282

### Cost to the pool:

\$35.00 per hour.

8 hours a week = **\$280 per week instructor pay**

**Per month = \$1,120**

### Revenue for Pool:

4 kids per class @ \$120 per kid = \$480

2 classes = **\$960 per week total revenue**

**Per month = \$3,840**

### Business opportunity:

20/80 % split / \$3,840 per month

City 20% = \$768

Instructor 80% = \$3,072

-Or-

30/80 % split /\$3,840 per month

City 30% = \$1,152

Instructor 70% = \$2,688