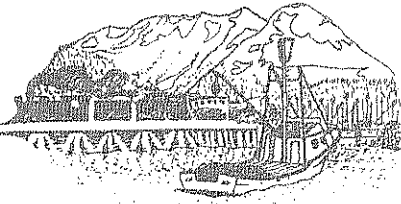


# CITY OF CORDOVA



## PARKS AND RECREATION COMMISSION REGULAR MEETING

Tuesday September 29th, 2015

6:00 pm

City Hall Meeting Room

## AGENDA

### Council Representative

### Commission Chair

Wendy Ranney

### Commission Members

Steve Barnes, Karen Hallquist, Kara Johnson, Marvin VanDenBroek, Dave Zastrow, Miriam Dunbar

### Parks and Recreation Director

Susie Herschleb

### Administrative Assistant

*Cordova Parks and Recreation is essential for providing and fostering Parks, Programs and Facilities for all in pursuit of a healthy sustainable community.*

### A. CALL TO ORDER

- B. **ROLL CALL:** Wendy Ranney, Steve Barnes, Karen Hallquist, Marvin VanDenBroek, Kara Johnson, Dave Zastrow, Miriam Dunbar, Susie Herschleb, and Heather Brannon.

### C. APPROVAL OF AGENDA

### D. VISITOR COMMUNICATIONS

### E. CONSENT CALENDAR

1. 8/25/15 Minutes (p.)

### F. REPORTS

1. Directors Report (p.)

### G. UNFINISHED BUSINESS

### H. NEW BUSINESS

1. Showers at Bidarki
2. Fisherman's Memorial
3. Property behind the Highschool

### I. PENDING AGENDA

### J. COMMISSION COMMENTS

### K. ADJOURNMENT

## Minutes of Parks and Recreation Commission Meeting

August 25, 2015

- A. **Wendy Ranney** called the meeting to order at 6:02 pm
- B. **ROLL CALL:**  
**In attendance:** Wendy Ranney, Dave Zastrow, Kara Johnson, Marvin Van Den Broek, Miriam Dunbar, Steve Barnes, Susie Herschleb, Shannon Phillips, Heather Brannon, and Randy Robertson.  
**Absent:** Karen Hallquist
- C. **Approval of Agenda:** M/ D. Zastrow to approve agenda, S/ S. Barnes. V/Unanimous Approval.
- D. **Visitor Communication:** R. Robertson noted that Senator Dan Sullivan will be coming to Cordova on Friday. The Chamber of Commerce is having a luncheon that is open to all. R. Robertson wants to thank S. Herschleb for her tenacity in getting the insurance company to cover the cost of fixing the gym floor.
- E. **Consent Calendar:** Minutes of 7-28-15. Date of August meeting should be 8-25-15. M/ K. Johnson to approve minutes with corrected date. S/ D. Zastrow. V/Unanimous Approval.
- F. **Director's Report by S. Herschleb:**
1. **Bidarki Gym Floor** replacement will begin in October. The sub floor will be removed. Storing the building materials correctly will be challenging. Maple flooring has to be stored at room temperature for 7 days. A boom truck will be needed. S. Barnes wondered what size of lumber is used for the floor joists. Weston Bennett will be helping with logistics of the project.
  2. **Pool roof** is now leaking very badly. There are many rusted areas so it is dripping much more over the diving board. The style of tin roof is no longer available, so repairs will be difficult. Local contractors will be asked for estimates. M. Van Den Broek hopes that the roof can be repaired instead of replaced. S. Barnes said perhaps one section is worse than others, and needs more immediate attention. He said we should not wait too long to fix it or the winter weather will delay work, and further damage to the building will occur. S. Herschleb doesn't think the City Council will approve any funding before January 2016.
  3. **Ten Year Master Plan** should be reviewed soon. It is a working document that can be amended. K. Johnson would like to add a dog park to it.
  4. **Skater's Cabin** has rotten logs on the lower parts of the walls. Perhaps tin should be added to help the cabin handle rain better. M. Van Den Broek noted that Bruce Stamper has been repairing the log walls at the Pioneer Igloo. He is an expert log builder and might know a good solution for Skater's Cabin. S. Herschleb will contact him for advice.
  5. **Calf Machine in the Weight Room** needs to be replaced, as it is very rusty.
  6. **Nirvana Park logs** that were recently cut down will be cut into smaller sections and transported so that they can fully dry. They will be used for benches and other structures. Perhaps more logs can be taken from the airport cut area. A permit from USFS is needed for that.
  7. **S. Herschleb** will draft a letter to the Alaska State Parks about how best to manage recreation at Eyak Lake. The commission will review it at our next meeting. Brad Thompson with the city insurance company advised against the city applying for state permits to manage the lake. Only the beach front should be the city's responsibility. Cordova Air has a permit from the state giving it permission to land and take off from the lake.
  8. **Equipment Rental Form** for renting canoes was presented to the commission. Fees will need to be decided when the fee schedule is reviewed. The renters have to transport the canoes themselves. W. Ranney said it has been very difficult for her business to keep track of their kayaks. She will give S. Herschleb the rental form she uses. D. Zastrow said bicycle rentals would be very popular with tourists. S. Herschleb feels that would be a good opportunity for a private business.
- G. **Unfinished Business:**
1. **Nirvana Park Improvements--** the cut timber will be used for 8 benches, 3 fire rings, a platform on the point of the spit and a platform for a picnic table. Restricting motorized traffic on the spit will

need to be well defined. The ambulance will need to have access. K. Johnson said it could easily have a key. S. Herschleb said a public hearing should be held so that people have a chance to give input about the best way to proceed with limiting motorized traffic. S. Barnes noted that there is an Eyak gravesite at the point of the spit. M. Van Den Broek said that we need to ask N.V.E. exactly where the gravesite is so that nothing is built on top of it. W. Ranney said that she will ask Dune Lankard about the status of all the graves in this area.

2. **Fundraising Ideas** will be fully discussed at the next meeting. K. Johnson thinks the triathlon would be a good event. S. Herschleb explained that the Dressed To Kill event will raise money for Parks & Rec this year.

#### H. **New Business**

1. **Youth Forum** should be organized so that the young people who use our facilities can give input. W. Ranney said that she will organize it, and publicize it through the schools. A representative from the new group could come to Parks & Rec and City Council meetings. Perhaps the group could work with the Future Problem Solvers to come up with solutions to some of our current problems. W. Ranney will talk to Rob Eckley from FPS to see if this can be pursued. S. Herschleb felt not having Bidarki Summer Camp this year was a huge loss for the kids and their parents who want a safe place for them. Hopefully it will return next summer. It costs about \$5000 per year to run. The Cordova Family Resource Center and Prince William Sound Science Center were ready to participate this year. They will probably be interested in the future. CAYAC and NVE may also want to provide volunteers and/or funding. S. Herschleb said that there needs to be at least 2 months of programming to make it worthwhile for all the training needed for the camp staff. Generally 24 children participate in each session of camp.
2. **Crater Lake Hydro Proposal**—Interns with Cordova Electric Cooperative started studying the feasibility of the project this summer. W. Ranney feels the community needs to stay informed of the project for possible unforeseen outcomes. D. Zastrow is on the CEC board. He explained that the planned dam would only raise the water level about 3 or 4 feet, but that would be enough to create a power source. No geological studies have been done yet. There would be some effects on the trails near the lake. The city could use the water, and the lake would provide excellent water storage which the city is now lacking. There is \$100,000 through CEC and the state to continue to study the feasibility of the project.
3. **Commission Terms** of Dunbar, Ranney and Barnes are expiring in November. All who want to be on the commission need to write letters to the Mayor. He decides who will sit on the commission.

#### I. **Pending Agenda:**

K. Johnson would like to see a helmet safety event, as few are wearing helmets at the skate park. A bike rodeo has been done previously, and the pump track could be the venue for it. The fire department would help with the event. K. Johnson also wondered if coin operated showers would help conserve water, as some people now take very long showers at Bidarki. S. Herschleb is worried about maintenance of coin operated showers. K. Johnson said that Tony Schinella told her that the coin operated showers at the harbor work well. S. Herschleb will talk with Tony about them.

#### J. **Commission Comments**

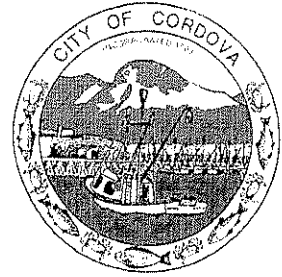
M. Van Den Broek wondered if the locker room doors at the pool would be installed soon. S. Herschleb said they have been. M. Van Den Broek also noted that the pool cover seems not to be used every day. S. Herschleb will check on this.

- K. **Adjournment:** M to adjourn/ K. Johnson, S/ S. Barnes  
Meeting adjourned at 7:40 pm.

Next meeting is scheduled for Tuesday, September 29, 2015 at 6 pm.

Respectfully Submitted,  
Miriam Dunbar, Secretary

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



9/28/15

Dear Parks and Recreation Commission,

As anticipated, there have been some changes in the Parks and Recreation Dept. Shannon Phillips has chosen to give 100% to her growing family. Her last day was the 25<sup>th</sup> of Sept. It's been a pleasure it was to work with Shannon, we wish her well and you may see her with us on a temporary basis down the line. Heather Brannon is filling for Shannon as a temporary employee for now. Below are briefs on what's been happening in the Department this month.

- Charity Schandel has been busy planning our Halloween festivities and passing her CDL test 😊 this means there will be Summer Camp next year!! It's been a blessing in disguise to have the gym floor project pushed forward in many ways. It would have been more complicated to get programming running and postpone it mid-stream. With the extra time we are able to seriously consider the Bazaar happening at the CDV Center. The concept is amazing and we will do our best to map out space for 32 vendors and a food court. We did a brief walk through but need more time to measure and develop the space. This will happen after the Historical Society conference with the help of Cathy Sherman and Dennis Keogh.
- I have drafted a letter to be mailed to the State of Alaska Division of Outdoor Recreation. I'm not sure what will happen with it; I thought I would run past all of you prior to mailing, let me know if you have any further questions. I will report back regularly.
- I have researched shower meters, coin operated and token operated units for the showers at Bidarki Rec. Center per Commissioners Johnson's request. Meters are not a good choice according to the leading manufacturer. The public who is not interested in water conservation will simply press the button operated meter again if they are not finished with their shower.

If water conservation is the objective then a token operated model would be the best bet. Patrons would receive 1 free token with their drop in fee, or pass per visit. They would get a 7 minute shower (manufacturer recommended time setting). If we choose, we could **sell** an additional token and purchase an accumulating timer; meaning a patron can place 2 tokens in at once and enjoy the shower without interruption.

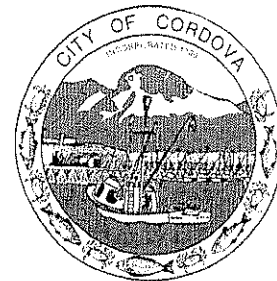
The units cost about \$550.00 a piece, we would need \$3,300.00 total for 6 showers. We would also need to remove one shower liner in each bathroom because of the way the far showers are plumbed. A normal shower liner cannot be placed after which so a custom tile inlay would have to be contracted – I do not have an estimate on the custom work at this time. We will need a licensed electrical for all electrical work, I do not have this estimate at this time either.

- We met with an extraordinary engineer who specializes in retro fitting aging pools with more efficient means of dehumidification and HVAC system upgrades. He happened to be visiting

family in town and schedule a 2 hour walk around and preliminary assessment. His name is Tim Reynolds I have attached information about the auditor he suggests and the e-mail he sent us after his visit. Meghan and I will place funding for this audit on the pools operating budget for 2016.

- I have received little direction thus far in regard to the budget. I was told however, that Mr. Robertson did not anticipate Council funding any capital projects in 2016 unless they were absolutely imperative. We have begun the process of obtaining estimates for the tin to be replaced on the pool roof. We have approached 3 contractors so far, we have not yet received an estimate.
- We need to be thinking further about the Fisherman's memorial expansion and an SOP as far as who qualifies for a plaque to be placed on the memorial. I think this is good timing considering the fact that CDFU has been approached by a private citizen to fund 3 plaques on the memorial for three USCG men who lost their lives responding to a fisherman's call for help. The fisherman survived the incident.

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



P.O. Box 1210  
Cordova AK, 99574  
(907)424-7282

To: **Division of Parks and Outdoor Recreation**  
550 W 7th Ave., Suite 1380  
Anchorage, AK 99501-3561  
(907) 269-8700  
fax: (907) 269-8907  
Director: Ben Ellis

Dear Mr. Ellis,

Please forgive me in advance; I am not sure which State official I should talk to about my concerns. If it is not you, it would be greatly appreciated if you could steer me in the right direction.

I am Susan Herschleb, the Director of Parks and Recreation for the City of Cordova. The Spit at Nirvana Park is a City owned park with public access to Eyak Lake. Eyak Lake is currently designated a State Waterway as opposed to a State Park. Over the years the usage of Eyak Lake has changed. It has become a very popular place to recreate for jet skiers in particular. The Spit has always been the public's access to the lake for swimming. Most kayaks, canoes and motorized boats launch at the boat ramp which is located elsewhere.

Jet skis however, have begun to launch primarily from the Spit; coming and going from the beach as they please. I went to the beach to witness how the user groups were interacting. It was a beautifully sunny day; about 72 degrees, and commercial fishing was closed (highest usage). At the time I visited, there were 9 cars on the Spit itself and 4 cars parked in the parking lot. Two trucks had Jet Ski trailers; one of which was launching between sunbathers, swimmers and a live fire on the beach. It was easy to see what we (the City) needed to do from the beach to better manage the site. We will request funding for these improvements in 2016.

In the water; there were 5 jet skis playing on a buoy course that had been placed about 25-30 feet off the beach by a private party (don't forget the 2 jet skis launching from the beach; 7 jet skis total recreating on the course). The buoy course is set in Cordova Air's 3,000 x 8,000 foot designated water way for landing float planes (Cordova Air is a local float & bush plane air service). The float planes have to navigate around the buoy course for takeoff as well!

Although the buoy course is problematic, my biggest concern is that the jet skiers are approaching the beach at a high rate of speed and from every direction. I think a 100 foot no wake rule would help this situation. I was lead to believe that there is no oversight for recreation on Lake Eyak because it is designated a Waterway as opposed to a

State Park. I would be interested to understand how this is determined and if there is any way to modify or change the designation.

I started down the road of applying for permits to place buoys in the water and possibly designate swim area. I sent the current indemnification stipulation that is disseminated in the State's permit application to our insurance company for review. They responded with concerns about the City contractually obligating itself to assumption of liability for any injury to the public while recreating on state owned Waterways. I will not be applying for these permits at this time, per this recommendation.

Most importantly, I want you to be aware of what is happening recreationally on Lake Eyak. The City can and will do more to better manage the beach. I am afraid however, that the City is not going to accept responsibility beyond our property line, and there are present hazards that should be addressed. Please let me know if you have any further questions for me, or if there is anything else I can help you with.

Sincerely,

Susan E. Herschleb

Director of Parks and Recreation for the City of Cordova

P.O. Box 1210

Cordova, AK

99574

(907) 424-7282

Hi Meghan,

Thanks for the note. Getting back to you is on my to do list for today. It was a pleasure meeting you and your colleagues at the pool as well as getting a tour and learning more about the existing heating and ventilation systems.

Here are the names of professionals who should be able to provide support and their contact information.

1. Jim Fowler, PE, CEA, CBCP (energy auditor) – attached is a bit of information on Jim. He audited the Labor Hall in Cordova last year, working with Kristin Carpenter.  
[jim@jim-fowler.com](mailto:jim@jim-fowler.com)  
Energy Audits of Alaska  
907-269-4350
2. Tim Geiermann (general contractor for pricing)  
[johnheneryford@hotmail.com](mailto:johnheneryford@hotmail.com)  
The Broad Way LLC  
907-227-9294
3. Dick Armstrong, PE (consulting engineer)  
[darmstrong@rsa-ak.com](mailto:darmstrong@rsa-ak.com)  
670 W. Fireweed Lane, Suite 200  
Anchorage, AK 99503  
907-276-0521
4. Jon Erickson, City of Yakutat  
[manager@yakutatak.us](mailto:manager@yakutatak.us)

I don't have Jon's phone number but it should be easy for you to run down.

I have attached a bit of information on the why chloramines should be dealt with.

Take a look and let me know if you have any questions or would like to go over any of the data.

You are always welcome to get a hold of me if you would like to bounce ideas, get feedback on information you come across or receive, or for any other reason related to design or ventilation. I will be glad to help however I am able.

Hope all is well and I look forward to hearing back from you.

Best,

*Tim*

Tim Reynolds, PE

206-933-9651

206-422-2547 cell

3700 Pacific Hwy. E Suite 310

Fife, WA 98424



## AUDITOR BACKGROUND AND REFERENCES

Jim Fowler has been a registered Professional Engineer in Mechanical Engineering for over 25 years and currently holds licenses in Washington and Alaska. He has additional certifications in Commercial Energy Auditing (Certified Energy Manager in process February 2015), Certified Building Commissioning Professional from the Association of Energy Engineers and Retro-Commissioning training from NEBB. Within the last 4 years, as the founder and sole principal of Energy Audits of Alaska and Global Energy Audits, he has performed over 160 Level 1, 2, 3 and Investment Grade Energy audits of municipal, industrial and commercial buildings for municipalities and private building owners.

While many energy auditors perform audits as a sideline business to their engineering operations, it is Fowler's sole focus. While other auditors may perform 2 or 3 audits each year, Jim performs 30-40; and because every building is unique, and every building brings with it a new set of technical and energy consumption issues, this level of activity brings you, as the client, a broad, deep perspective and a wealth of experience that few other auditor's possess.

He has deep experience in cold climate energy efficiency in remote locations including dozens of remote native Alaskan Villages. Audited buildings have included multi-family residences, schools, maintenance and repair shops, warehouses, office buildings, senior housing, swimming pools, ice arenas, waste and potable water treatment plants, health clinics, fish processing facilities, municipal infrastructure and fire stations. In addition to performing commercial energy audits, Fowler has managed the community development and construction phases of energy efficiency retrofits. He has also been a principal on teams performing other energy efficiency projects including the recent co-generation/CHP study for the UMED district in Anchorage, a review of the federal START program and the preliminary engineering study for a proposed 60 mile power transmission line between two remote Alaskan villages.

Jim has been a landlord and has owned and operated engineering and manufacturing businesses for 20 years prior to shifting his focus to commercial and industrial energy efficiency in 2011. His background as a landlord, business owner, facilities manager and operations manager provides the deep, broad "real world" perspective that shows up in his realistic, bottom-line oriented energy efficiency recommendations. He has 16 years of experience in residential construction, has managed over 300 engineering and manufacturing projects ranging in size from 20 to 2000 man hours and has a combined 25 years of experience in engineering and manufacturing operations, finance and business management.

## PROFESSIONAL REFERENCES

### **Richard (Dick) S. Armstrong, PE, CEM, CEA, CBCP, CGBE**

Dick is the National Science Foundation's consultant for energy the Arctic and Antarctica. He is a licensed professional engineer in Mechanical and Electrical Engineering in Alaska, Washington, California and Hawaii. He has been an adjunct professor for Engineering with the University of Alaska, founded (and sold) RSA Engineering – a mechanical and electrical engineering consulting firm, owns multiple commercial and industrial buildings in Alaska and Florida, and has designed hundreds of building mechanical systems. His clients have included the US Postal Service, the Anchorage, North Slope Borough and Bering Straits School Districts and many private building owners. Dick is the National Science Foundation's consultant for energy engineering for all of their activities in Antarctica, Greenland and Alaska. He acts as Jim's mentor, professional collaborator and also provides his peer reviews. Dick and his former company, RSA Engineering, Inc. also act as an overload resource for Fowler when projects exceed his capacity Mobile: 907-229-0331; email: darmstrong@rsa-ak.com.

### **Jerry Herring, PE, CEA**

Jerry owns Central Alaska Engineering Company based on Soldotna. Fowler performed 21 Level 2, Investment Grade Energy Audits for the city of Anchorage as a subcontractor for Jerry. Jerry has worked with most of the energy auditors in Alaska and several from the lower 48, and has stated the Jim is the best subcontractor he has ever worked with. Jerry and his team also act as an overload resource for Fowler when projects exceed his capacity. Office: 907-260-5311; email: akengineer@starband.net.

## PARTIAL CUSTOMER LIST

Alaska Energy Authority (AEA)  
Central Alaska Engineering Company  
Johnson Controls, Inc.  
Richard S. Armstrong, PE, LLC  
RSA Engineering  
Municipality of Anchorage  
San Francisco Honda  
The Foraker Group (Denali Commission)  
City and Borough of Yakutat  
Kristin Carpenter, Copper River Watershed Project, Cordova

## Susie Herschleb

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**From:** Randy Robertson  
**Sent:** Monday, September 28, 2015 10:47 AM  
**To:** Cathy Sherman  
**Cc:** Susie Herschleb  
**Subject:** Notice for wood:

Mrs. Sherman:

Would you publish in the enews (Special edition), radio and newspaper:

Replacement of the Bidarki Recreation Center's gym floor has started. This insurance paid project is expected to take about a month and involves complete removal of the existing hardwood maple, tongue and groove floor and the "Ship lap" ¾ x 8" subflooring. Over the weekend nearly one-third of the floor was removed with the maple hardwood stored under tarps and tents. If you are in need of some extraordinary flooring, shelving or countertops, or rough out wood, we may have a deal for you. The majority of the maple hardwood is coming out in individual strips, but it will need to be milled and the nails removed. The shiplap has been more difficult to remove, and is in various sizes and condition. Check of wood prices in Anchorage reveals new maple hardwood runs from a low of about \$3.00 to over \$8.00 per square foot. There are several thousands of square feet of hardwood available. Due to the weather and need to move the wood as quickly as possible, we are taking bids (minimum \$1500.00) for the entire lot. Bids will close on Wednesday at 5:00 p.m. Materials are at the rear of the Bidarki Gym and are immediately available for review. The POC is Ms. Susie Herschleb at 424-7282.