

**Mayor**

James Kacsh

**Council Members**

Kristin Carpenter

Tim Joyce

Tom Bailer

Bret Bradford

EJ Cheshier

David Reggiani

James Burton

**City Manager**

Randy Robertson

**City Clerk**

Susan Bourgeois

**Deputy Clerk**

Tina Hammer

**Student Council**

Summer Vacation

**COUNCIL SPECIAL MEETING**

**JUNE 26, 2014 @ 7:00 PM**

**LIBRARY MEETING ROOM**

**AMENDED AGENDA**

**A. CALL TO ORDER**

**B. ROLL CALL**

Mayor James Kacsh, Council members Kristin Carpenter, Tim Joyce, Tom Bailer, Bret Bradford, EJ Cheshier, David Reggiani and James Burton

**C. APPROVAL OF AGENDA..... (voice vote)**

**D. DISCLOSURES OF CONFLICTS OF INTEREST**

**E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

1. Audience Comments regarding agenda items

**F. NEW BUSINESS**

**2. Resolution 06-14-26..... (roll call vote)(page 1)**

A resolution of the City Council of the City of Cordova, Alaska, establishing local government contribution of National Forest Receipts for the Cordova Public School District for the school fiscal year ending June 30, 2015

**G. AUDIENCE COMMENTS**

**H. COUNCIL COMMENTS**

**I. EXECUTIVE SESSION**

3. CCMC/Providence contract

**J. ADJOURNMENT**

Executive Sessions: Subjects which may be discussed 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.

**If you have a disability that makes it difficult to attend city-sponsored functions,  
you may contact 424-6200 for assistance.**

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# MEMO, City of Cordova

To: Mayor and City Council

Through: Randy E Robertson, City Manager

From: Jon K. Stavig, Finance Director

Date: June 20, 2014

RE: Resolution National Forest Receipts

Each year the City of Cordova passes a resolution committing the National Forest Receipts Title 1 School payments to the Cordova Public School District and setting the City's local government contribution to the School District for their budget.

The Cordova School District provided their approved budget to the City 6-12-2014. By Alaska Statute 14.14.60 their submission was required to be delivered to the City by 05-01-2014. Since the Council could not meet on the 18<sup>th</sup>, the earliest date this could be acted upon is at your 7-2-2014 meeting. In accordance with the above it appears that by default the amount requested in the Cordova School District budget is automatically approved if not acted upon by June 30, 2014.

For FY13, NFR were \$861,220.07 dedicated to Schools. In FY14 the Schools allocation was 744,821.18. FY14 reflect an approx. \$130k less than the preceding year. As a reminder NFR receipts have declined approx. 10% per year.

The approved Cordova School District budget requested last year, FY14, contains an amount that is \$1,654,977.00 which includes in-kind. This year's request for FY15 is \$1,788,432.00 including in-kind. This request represents an additional \$133,455.00 over last years requested amount.

We do know that the funding from the State of Alaska will increase the amount the School District. However, we have no way of determining the impact within their budget.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 06-14-26**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
ESTABLISHING LOCAL GOVERNMENT CONTRIBUTION OF NATIONAL FOREST  
RECEIPTS FOR THE CORDOVA PUBLIC SCHOOL DISTRICT FOR THE SCHOOL  
FISCAL YEAR ENDING JUNE 30, 2015**

**WHEREAS**, the City of Cordova has received National Forest Receipts in the amount of \$744,821.18 for public schools; and

**WHEREAS**, payment made under the National Forest Receipts program for public schools must be used only for operation, maintenance, repair or construction of public schools and may be used as the local government contribution to public schools under AS 14.17.410; and

**WHEREAS**, \$1,693,640.00 has been committed as local funding for operations to the Cordova Public School District for the school fiscal year ending June 30, 2015, plus \$104,136.00 as in-kind contribution; and

**WHEREAS**, the total commitment of the City of Cordova as local government contribution to public schools for the School Fiscal year 2015 is \$1,693,640.00 excluding in-kind contributions and capital projects, payable one-half in the last six months of calendar year 2014 and the other half in the first six months of calendar year 2015; and

**WHEREAS**, the City of Cordova adopted budget shows \$826,791.00 appropriated to be paid to the public school for the last six months of calendar year 2014.

**NOW, THEREFORE, BE IT RESOLVED THAT**, the City of Cordova commits \$744,821.18 in forest receipts money to the public schools and at such time as adopted, the City of Cordova's calendar year 2015 budget and appropriation for Local Government Contribution for the Cordova Public School District, shall include \$866,949.00, payable in six installments, January through June 2015, unless adopted otherwise or amended by City Council.

**PASSED AND APPROVED THIS 26<sup>th</sup> DAY OF JUNE, 2014.**

\_\_\_\_\_  
James Kacsh, Mayor

Attest:

\_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

**Sec. 14.14.060. Relationship between borough school district and borough; finances and buildings.**

(a) The borough assembly may by ordinance require that all school money be deposited in a centralized treasury with all other borough money. The borough administrator shall have the custody of, invest, and manage all money in the centralized treasury. However, the borough assembly, with the consent of the borough school board, may by ordinance delegate to the borough school board the responsibility of a centralized treasury.

(b) When the borough school board by resolution consents, the borough assembly may by ordinance provide a centralized accounting system for school and all other borough operations. The system shall be operated in accordance with accepted principles of governmental accounting. However, the assembly, with the consent of the borough school board, may by ordinance delegate to the borough school board the responsibilities of the accounting system.

(c) Except as otherwise provided by municipal ordinance, the borough school board shall submit the school budget for the following school year to the borough assembly by May 1 for approval of the total amount. Within 30 days after receipt of the budget the assembly shall determine the total amount of money to be made available from local sources for school purposes and shall furnish the school board with a statement of the sum to be made available. If the assembly does not, within 30 days, furnish the school board with a statement of the sum to be made available, the amount requested in the budget is automatically approved. Except as otherwise provided by municipal ordinance, by June 30, the assembly shall appropriate the amount to be made available from local sources from money available for the purpose.

(d) The borough assembly shall determine the location of school buildings with due consideration to the recommendations of the borough school board.

(e) The borough school board is responsible for the design criteria of school buildings. To the maximum extent consistent with education needs, a design of a school building shall provide for multiple use of the building for community purposes. Subject to the approval of the assembly, the school board shall select the appropriate professional personnel to develop the designs. The school board shall submit preliminary and subsequent designs for a school building to the assembly for approval or disapproval; if the design is disapproved, a revised design shall be prepared and presented to the assembly. A design or revised design approved by the assembly shall be submitted by the board to the department in accordance with [AS 14.07.020\(a\)\(11\)](#).

(f) The borough school board shall provide custodial services and routine maintenance for school buildings and shall appoint, compensate, and otherwise control personnel for these purposes. The borough assembly through the borough administrator, shall provide for all major rehabilitation, all construction and major repair of school buildings. The recommendations of the school board shall be considered in carrying out the provisions of this section.

(g) State law relating to teacher salaries and tenure, to financial support, to supervision by the department and other general laws relating to schools, governs the exercise of the functions by the borough. The school board shall appoint, compensate, and otherwise control all school employees and administration officers in accordance with this title.

(h) School boards within the borough may determine their own policy separate from the borough for the purchase of supplies and equipment.

(i) Notwithstanding (e) and (f) of this section, a borough assembly and a borough school board may divide the duties imposed under (e) and (f) of this section by agreement between the borough assembly and borough school board.

**Sec. 14.14.065. Relationship between city school district and city.** The relationships between the school board of a city school district and the city council and executive or administrator are governed in the same manner as provided in [AS 14.14.060](#) for the school board of a borough school district and the borough assembly and executive or administrator.

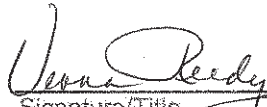
Alaska Department of Education and Early Development - School Finance  
FY2015 School Operating Fund Budget

Page 1

School District Name: Cordova School District

Projected District ADM (K - 12): 302

Prepared by:

 Business Manager  
Signature/Title


6/2/2014

Date

Phone Number:

907 424-3265

Approved by:

  
Superintendent's Signature

6/12/14  
Date

Approval of City/Borough Official of Local Contribution designated on Page 3:

\_\_\_\_\_  
Official Signature/Title

\_\_\_\_\_  
Date

**Alaska Department of Education and Early Development - School Finance  
FY2015 School Operating Fund Budget Summary**

Cordova School District  
District Name

Page 2

<b>Beginning Fund Balance: July 1, 2014</b> (Subject to 10% Limit per AS 14.17.505(a))	\$0
(Excluded from the 10% Limit)	\$0
<b>Total Beginning Fund Balance</b>	\$0

**Revenue**

010 City/Borough Appropriations	(1) \$1,788,432
030 Earnings on Investments	(2) 100
040 Other Local Revenues	(3) 15,500
041 Tuition from Students	(4) 15,000
042 Tuition - Other Districts	(5) 0
047 E-Rate Program	(6) 83,689
050 State Sources	(7) 4,766,237
100 Federal Sources - Direct	(8) 24,000
150 Federal Sources - Through the State	(9) 0
190 Federal Sources - Other Agencies	(10) 0
250 Transfers From Other Funds	(11) 0
<b>Total Revenue</b>	\$6,692,958

**Expenditures**

100 Instruction	(12) \$3,178,212
200 Special Education Instruction	(13) 462,194
220 Special Education Support Services	(14) 9,657
300 Support Services - Students	(15) 174,258
350 Support Services - Instruction	(16) 490,952
400 School Administration	(17) 378,747
450 School Administration Support Services	(18) 181,239
510 District Administration	(19) 233,983
550 District Administration Support Services	(20) 298,130
600 Operations and Maintenance of Plant	(21) 879,164
700 Student Activities	(22) 261,281
780 Community Services	(23) 0
900 Other Financing Uses	(24) 50,000
<b>Total Expenditures</b>	\$6,597,815

<b>Ending Fund Balance: June 30, 2015</b> (Subject to 10% Limit per AS 14.17.505(a))	\$95,143 **
(Excluded from the 10% Limit)	\$0
<b>Total Ending Fund Balance</b>	\$95,143

\*\* Must be greater than or equal to zero

**Minimum Expenditure for Instruction Calculation  
AS14.17.520 & 4 AAC 09.115**

<b>Total Instructional Expenditures (Functions 100-400)</b>	(a) \$4,694,018
<b>Total Expenditure Codes (Functions 100-780)</b>	(b) \$6,547,815
<b>Total Instructional Expenditures (a) divided by Total Expenditures (b)</b>	72%

Alaska Department of Education and Early Development- School Finance  
FY2015 School Operating Fund Budget Revenues

Page 3

Cordova School District  
District Name

010 City/Borough Appropriations

	Amount
011 City/Borough Tax Appropriation	1,693,640
012 City/Borough "In-Kind"	
(detail descriptions & dollar amts required for in-kind)	
In-Kind is a required code and must be presented separately	
or budget will be returned.	
Building insurance	57,330
Water, sewer, garbage	37,462
<b>Total City/Borough Appropriations</b>	<b>\$1,788,432</b>

Transferred to (1) on page 2

030 Earnings on Investments

030 Earnings on Investments	100
<b>Total Earnings on Investments</b>	<b>\$100</b>

Transferred to (2) on page 2

040 Other Local Revenues

040 Other Local Revenues - Identify:

(provide detail descriptions & dollar amts for local revenues)

Facilities rental	5,500
Gate	10,000

**Total Other Local Revenues**

**\$15,500**

Transferred to (3) on page 2

041 Tuition from Students

041 Tuition from Students	15,000
<b>Total Tuition from Students</b>	<b>\$15,000</b>

Transferred to (4) on page 2

042 Tuition - Other Districts

042 Tuition	
<b>Total Tuition - Other Districts</b>	<b>\$0</b>

Transferred to (5) on page 2

047 E-Rate Program

047 E-Rate Program Revenue	83,689
<b>Total E-Rate Program</b>	<b>\$83,689</b>

Transferred to (6) on page 2

**Alaska Department of Education and Early Development - School Finance  
FY2015 School Operating Fund Budget Revenues**

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Cordova School District  
District Name

**050 State Sources** (051 includes quality schools grants)

051 Foundation Program	<u>3,323,223</u>
055 Supplemental Aid	
056 TRS On-Behalf Payments	<u>1,136,141</u>
057 PERS On-Behalf Payments	<u>177,742</u>
059 Tuition	
090 Other State Revenues - <u>Identify</u>	
HB278 Legislative funding outside	<u>129,131</u>

**Total State Sources**

\$4,766,237

Transferred to (7) on page 2

**100 Federal Sources - Direct**

	Amount
110 Impact Aid (Public Law 874 (100%))	<u>24,000</u>
140 Other Federal Revenue - <u>Identify</u>	

**Total Federal Sources - Direct**

\$24,000

Transferred to (8) on page 2

**150 Federal Sources - Through the State of Alaska - Identify:**

**Total Federal Sources - Through the State**

\$0

Transferred to (9) on page 2

**190 Federal Sources - Other Agencies - Identify:**

**Total Federal Sources - Other Agencies**

\$0

Transferred to (10) on page 2

**250 Transfers From Other Funds - Identify:**

**Total Transfers From Other Funds**

\$0

Transferred to (11) on page 2

**Total Projected Revenues**

\$6,692,958

**Alaska Department of Education and Early Development - School Finance  
FY2015 School Operating Fund Budget Expenditures**

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Cordova School District

District Name

**Function 100 Instruction**

	Amount	Personnel FTE
<b>Salaries</b>		
310 Certificated Salaries	1,317,804	
320 Non-Certificated Salaries	120,432	
<b>Total Salaries</b>	<u>\$1,438,236</u>	
<b>Employee Benefits</b>		
360 Employee Benefits	1,442,240	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>	<u>\$1,442,240</u>	
<b>Total Salaries &amp; Employee Benefits</b>	<u><u>\$2,880,476</u></u>	
<b>Non-Personnel</b>		
410 Professional and Technical Services	62,000	
419 Chief Administrator Contract Services		
420 Staff Travel	0	
425 Student Travel	0	
430 Utility Services	0	
435 Energy	0	
440 Other Purchased Services	21,111	
445 Insurance and Bond Premiums	0	
450 Supplies, Materials and Media	131,485	
480 Tuition and Stipends	0	
490 Other Expenses - Identify:		
	700	
510 Equipment	82,440	
<b>Total Non-Personnel</b>	<u>\$297,736</u>	
<b>Total Salaries, Benefits, Non-Personnel</b>	<u><u>\$3,178,212</u></u>	

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**Alaska Department of Education and Early Development - School Finance  
FY2015 School Operating Fund Budget Expenditures**

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Cordova School District

District Name

**Function 200 Special Education Instruction**

Amount

Personnel FTE

**Salaries**

310 Certificated Salaries

74,692

320 Non-Certificated Salaries

136,014

**Total Salaries**

\$210,706

**Employee Benefits**

360 Employee Benefits

215,888

380 Housing Allowance/Subsidy

390 Transportation Allowance

**Total Employee Benefits**

\$215,888

**Total Salaries & Employee Benefits**

\$426,594

**Non-Personnel**

410 Professional and Technical Services

32,900

420 Staff Travel

0

425 Student Travel

0

430 Utility Services

0

435 Energy

0

440 Other Purchased Services

0

445 Insurance and Bond Premiums

0

450 Supplies, Materials and Media

2,700

480 Tuition and Stipends

0

490 Other Expenses - Identify:

0

510 Equipment

0

**Total Non-Personnel**

\$35,600

**Total Salaries, Benefits, Non-Personnel**

\$462,194

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FY2015 School Operating Fund Budget Expenditures**

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Cordova School District  
District Name

**Function 220 Special Education Support Services - Students**

Amount

Personnel FTE

**Salaries**

310 Certificated Salaries

0

320 Non-Certificated Salaries

0

**Total Salaries**

\$0

**Employee Benefits**

360 Employee Benefits

9,657

380 Housing Allowance/Subsidy

390 Transportation Allowance

**Total Employee Benefits**

\$9,657

**Total Salaries & Employee Benefits**

\$9,657

**Non-Personnel**

410 Professional and Technical Services

419 Chief Administrator Contract Services

420 Staff Travel

425 Student Travel

430 Utility Services

435 Energy

440 Other Purchased Services

445 Insurance and Bond Premiums

450 Supplies, Materials and Media

480 Tuition and Stipends

490 Other Expenses - Identify:

510 Equipment

**Total Non-Personnel**

\$0

**Total Salaries, Benefits, Non-Personnel**

\$9,657

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FY2015 School Operating Fund Budget Expenditures**

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Cordeva School District  
District Name

**Function 300 Support Services - Students**

Amount

Personnel FTE

**Salaries**

310 Certificated Salaries

71,866

320 Non-Certificated Salaries

0

**Total Salaries**

\$71,866

**Employee Benefits**

360 Employee Benefits

98,390

380 Housing Allowance/Subsidy

390 Transportation Allowance

**Total Employee Benefits**

\$98,390

**Total Salaries & Employee Benefits**

\$170,256

**Non-Personnel**

410 Professional and Technical Services

0

420 Staff Travel

0

425 Student Travel

0

430 Utility Services

0

435 Energy

0

440 Other Purchased Services

0

445 Insurance and Bond Premiums

0

450 Supplies, Materials and Media

4,000

480 Tuition and Stipends

0

490 Other Expenses - Identify:

0

510 Equipment

0

**Total Non-Personnel**

\$4,000

**Total Salaries, Benefits, Non-Personnel**

\$174,256

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FY2015 School Operating Fund Budget Expenditures**

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Cordova School District  
District Name

**Function 350 Support Services - Instruction**

Amount

Personnel FTE

**Salaries**

310 Certificated Salaries

90,469

320 Non-Certificated Salaries

54,513

**Total Salaries**

\$144,982

**Employee Benefits**

360 Employee Benefits

150,247

380 Housing Allowance/Subsidy

390 Transportation Allowance

**Total Employee Benefits**

\$150,247

**Total Salaries & Employee Benefits**

\$295,229

**Non-Personnel**

410 Professional and Technical Services

36,566

420 Staff Travel

0

425 Student Travel

0

430 Utility Services

103,964

435 Energy

0

440 Other Purchased Services

13,477

445 Insurance and Bond Premiums

0

450 Supplies, Materials and Media

41,716

480 Tuition and Stipends

0

490 Other Expenses - Identify:

0

510 Equipment

0

**Total Non-Personnel**

\$195,723

**Total Salaries, Benefits, Non-Personnel**

\$490,952

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FY2015 School Operating Fund Budget Expenditures**

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Cordova School District  
District Name

<i>Function 400 School Administration</i>	Amount	Personnel FTE
Salaries		
310 Certificated Salaries	172,005	
<b>Total Salaries</b>		<b>\$172,005</b>
Employee Benefits		
360 Employee Benefits	169,179	
380 Housing Allowance/Subsidy		
390 Transportation Allowance		
<b>Total Employee Benefits</b>		<b>\$169,179</b>
<b>Total Salaries &amp; Employee Benefits</b>		<b>\$341,184</b>
Non-Personnel		
410 Professional and Technical Services	0	
419 Chief Administrator Contract Services		
420 Staff Travel	2,900	
425 Student Travel	0	
430 Utility Services	1,500	
435 Energy	0	
440 Other Purchased Services	25,100	
445 Insurance and Bond Premiums	0	
450 Supplies, Materials and Media	1,300	
480 Tuition and Stipends	0	
490 Other Expenses - Identify:		
	6,763	
510 Equipment	0	
<b>Total Non-Personnel</b>		<b>\$37,563</b>
<b>Total Salaries, Benefits, Non-Personnel</b>		<b>\$378,747</b>

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