

Mayor
James Kallander

Council Members
Keith van den Broek
James Kacsh
David Allison
Bret Bradford
EJ Cheshier
David Reggiani
Robert Beedle

City Manager
Mark Lynch

City Clerk
Susan Bourgeois

Deputy Clerk
Robyn Kincaid

Student Council
Shyla Krukoff

**REGULAR COUNCIL MEETING
OCTOBER 19, 2011 @ 7:30 PM
LIBRARY MEETING ROOM**

AGENDA



A. CALL TO ORDER

B. INVOCATION AND 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 James Kallander, Council members Keith van den Broek, James Kacsh, David Allison, Bret Bradford, EJ Cheshier, David Reggiani and Robert Beedle

D. APPROVAL OF REGULAR AGENDA..... (voice vote)

E. DISCLOSURES OF CONFLICTS OF INTEREST

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speakers - None
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions
(Harbor, HSB, Parks & Rec, P&Z, School Board)..... (page 1)
 - a. Student Council Representative

G. APPROVAL OF CONSENT CALENDAR..... (roll call vote)

4. Record excused absence of Council member Keith van den Broek from the 10-05-11 Regular Meeting
5. Proclamation declaring November 1, 2011 as "Extra Mile Day"..... (page 3)
7. Resolution 10-11-50..... (page 5)

A resolution of the City Council of the City of Cordova, Alaska supporting nomination of a non-motorized path connecting the AMHS Cordova ferry terminal with Cordova's town center to the AK DOT/PF TRAAK program

H. APPROVAL OF MINUTES..... (voice vote)

8. October 05, 2011 Public Hearing Minutes..... (page 9)
9. October 05, 2011 Regular Meeting Minutes..... (page 11)

I. CONSIDERATION OF BIDS - None

J. REPORTS OF OFFICERS

10. Mayor's Report
11. Manager's Report..... (page 18)
12. City Clerk's Report..... (page 19)
13. Staff Reports
 - a. **Josh Hallquist**, COR, Cordova Center Project
 - b. **Cathy Sherman**, Cordova Center Phase 2
14. Quarterly Reports – 3Q, 2011
 - a. Harbormaster, **Dale Muma**..... (page 20)
 - b. Chief of Police, **Bob Griffiths**..... (page 21)
 - c. Finance Director, **Ashley Royal**..... (page 23)
 - d. Information Service Director, **Cathy Sherman** museum, library, cdv center..... (page 34)
 - e. Director of Parks and Recreation, **Susie Herschleb**..... (page 37)
 - f. Public Works Director, **Moe Zamarron**..... (page 40)

- g. City Planner, **Sam Greenwood**..... (page 46)
h. Firefighter/Medic, **Dustin Cook**..... (page 48)

K. CORRESPONDENCE

15. Letter from Diane Wiese in re School's Facilities Use policy..... (page 52)
16. Letter from State Assessor in re 2011 Full Value Determination..... (page 60)
17. Letter from Patton of NVE in re "Scoop the Poop" demonstration project..... (page 61)
18. Email from Senator Kookesh in re Coastal Management..... (page 62)
19. News release from Senator Murkowski in re SRS reauthorization..... (page 63)
20. Letter from NWQG in re School's Facilities Use policy..... (page 66)
21. Letter from Henrichs of NVE requesting Sobriety donation..... (page 67)

L. ORDINANCES AND RESOLUTIONS

M. UNFINISHED BUSINESS

22. Impound Lot location/size..... (voice vote)(page 68)
23. School Board answers to Mayor's letter with questions..... (page 71)

N. NEW & MISCELLANEOUS BUSINESS

24. City Manager Contract approval..... (roll call vote)(page 85)
25. Planning & Zoning Commission Resolution in re Capital Improvements..... (page 90)
26. Pending Agenda and Calendar..... (page 92)

O. AUDIENCE PARTICIPATION

P. COUNCIL COMMENTS

27. Council Comments

Q. EXECUTIVE SESSION

28. Cordova Center Financial Update
29. Attorney advice regarding Spartan
30. Discussion of Lots 1-4 Blk 42 Original Townsite..... (under separate cover)

R. 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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CORDOVA COMMUNITY MEDICAL CENTER



P.O. Box 160 • 602 Chase Ave. • Cordova, Alaska 99574-0160
Phone: (907) 424-8000 • Fax: (907) 424-8116

Memorandum

To: City Council

From: David Allison, HSB President

Date: October 13, 2011

Re: Health Services Board Approved FY12 Capital Budget

Please find attached the Health Services Board Capital Budget for FY12. The capital projects include critical infrastructure needs, such as the roof repair. The budget also includes two technology items. Without the first item, the server upgrade, CCMC will have to revert to manual billing. Already, CCMC has to manually complete their year-end 1099 and W-2 requirements because of the limitations on the current server. The final section includes a group of recommendations from the recent Energy Audit, all with a payback timeframe of less than 5 years.

On behalf of the Board, I thank you for your consideration of these priorities.

FY2012 Capital Budget List

Facility/Building Improvement:

1	Replacing Roof	\$2,000,000
2	Heating/Air handling System (included as part of Energy Audit)	\$750,000
3	Filter System for circulating boiler water	\$70,000
4	Generator Upgrade	\$300,000
5	Laundry Booster Heater	\$40,000
6	Floor Tiles & Carpet	\$175,000
		<u>\$3,335,000</u>

Equipment & IT System

1	<u>IT Server (Revenue Cycle Management 5010 compliance by 1/1/2012) will preclude transition to Manual billing & Manual year end payroll & AP process.</u>	\$100,000
2	Portable X-Ray (was listed \$65,000, purchased one \$15,000)	\$0
3	Vehicles	\$14,000
		<u>\$114,000</u>

Energy Audit Items with a five-year payback or less

1	T8 Lighting Upgrade (4.5 year payback)	\$92,000
2	CFL Lighting Upgrade (1 year payback)	\$1,556
3	LED Exit Sign Upgrade (1.5 year payback)	\$1,298
4	Install Occupancy Sensors ((3.0 year payback)	\$9,055
		<u>\$103,909</u>

Total

\$3,552,909

Cordova City Council:

My name is Annika Ihnat with the **Extra Mile America Foundation** (www.ExtraMileAmerica.org), a 501(c)(3) nonprofit organization that empowers individuals and organizations to "go the extra mile" in the community.

I'm contacting you to **ask for your support of our Extra Mile Day campaign in the form of a proclamation declaring November 1, 2011 "Extra Mile Day."** It is a fantastic opportunity for your city to recognize and celebrate those who "go the extra mile" in personal effort, service, and volunteerism.

By declaring 11/1/11 "Extra Mile Day," your city becomes part of a **nationwide movement of over 215 Mayors** that are actively encouraging and empowering citizens, businesses, and organizations to consider how they can make a greater contribution to the community. It's great for the citizens; it's great publicity for leaders.

About Us:

- In 2010, **116 cities and 9 states** supported our campaign by declaring Nov. 1, 2010 "Extra Mile Day." (Check out the **map** here: <http://bit.ly/fiy5SH>).
- We recently surpassed our goal of establishing **200 Extra Mile Day cities**. To date, **218 cities** have joined us (see the map here: <http://bit.ly/mruTyg>), including Anchorage, Homer, Seward, Sitka, Unalaska, and Wrangell, AK. We would love for your city to join us!
- In 2009, our Executive Director, Shawn Anderson, created the **Extra Mile America Tour**, a cross-country bike tour and community outreach program. In pre-arranged interviews, Shawn met over 200 people from San Francisco to Boston who were identified as "going the extra mile." After the tour, **\$10,000** in awards were given away, \$1,000 to each of the 10 most inspiring individuals.
- Shawn continued to push the power of the "go the extra mile" message in 2010, traveling to service clubs, nonprofits, churches, and schools across the country to share the inspiring stories of "Extra Mile Americans" such as: a 95-year-old woman who has been volunteering at the same hospital for 49 years; a CEO who has given away 82% of his company's profits; a congenital amputee who is now a triathlete and motivational speaker.

Will you join the Extra Mile Day campaign by issuing a proclamation for Nov. 1?

Please contact me if you'd like to see our sample proclamation wording. If you have any questions, feel free to get in touch at Annika@ExtraMileAmerica.org or (310) 619-3404.

Thank you for your consideration!

Annika

CITY OF CORDOVA, ALASKA PROCLAMATION

**I, Mayor James Kallander, do hereby issue this Proclamation
declaring November 1, 2011 as “Extra Mile Day”**

WHEREAS, Cordova, Alaska is a community that acknowledges that a special vibrancy exists within the entire community when its individual citizens collectively “go the extra mile” in personal effort, volunteerism, and service; and

WHEREAS, Cordova, Alaska is a community that encourages its citizens to maximize their personal contribution to the community by giving of themselves wholeheartedly and with total effort, commitment, and conviction to their individual ambitions, family, friends, and community; and

WHEREAS, Cordova, Alaska is a community that chooses to shine a light on and celebrate individuals and organizations within its community who “go the extra mile” in order to make a difference and lift up fellow members of their community; and

WHEREAS, Cordova, Alaska acknowledges the mission of the Extra Mile America Foundation to create 200 Extra Mile cities and states in America and is proud to support “Extra Mile Day” on November 1, 2011

NOW THEREFORE, I, Mayor Jim Kallander on behalf of the citizens and the City Council of Cordova, Alaska, do hereby proclaim November 1, 2011 to be Extra Mile Day. I urge each individual in our community to take time on this day to not only “go the extra mile” in his or her own life, but to also acknowledge all those around us who are inspirational in their efforts and commitment to make their organizations, families, community, country, or world a better place.

SIGNED THIS 19th DAY OF OCTOBER, 2011

James Kallander, Mayor



MEMO

**COPPER RIVER
WATERSHED PROJECT**
P.O. BOX 1560
CORDOVA, AK 99574
PHONE (907)424-3334
FAX: (907)424-4318
WWW.COPPERRIVER.ORG

SEND TO: CORDOVA CITY COUNCIL	FROM: KRISTIN CARPENTER
SUBJECT: CONNECTOR PATH BETWEEN CORDOVA TOWN CENTER & FERRY TERMINAL	DATE: OCTOBER 13, 2011

TOTAL PAGES, INCLUDING COVER:

COMMENTS:

I'm writing to summarize some background information about the prospect of establishing a non-motorized path connecting the Cordova AMHS ferry terminal with our town center. I've proposed that the Council adopt the resolution in tonight's packet to make the project eligible for nomination to the AK DOT/PF's Transportation and Recreational Access for Alaska (TRAAK) program.

As you know, the CRWP has expressed interest in working with the City of Cordova to plan for and develop more trail routes around town. I believe there is still a need for some broad, community-wide planning for trails and making connections between different sections of town.

At the same time, I am also proposing that we work on moving forward with the specific goal of establishing a trail connecting the ferry terminal and the sidewalk that starts at the intersection of the Copper River Highway and Railroad Avenue.

The Alaska Marine Highway System is designated as a National Scenic Byway, and developed a Corridor Management Plan for its different route segments. The Plans identify specific projects that would enhance travelers' experiences when visiting Alaska by using the ferry system. Attached is the section of the Alaska Marine Highway System Scenic Byway's Corridor Management Plan for Southcentral Alaska that specifically identifies this project as a priority. (This plan is posted on the AMHS's web site, though I could not find a date for when it was written.)

I anticipate that the project phases will include:

- Planning: confirming the best route, talking with property owners about designating an easement, developing a design concept, working with AK DOT/PF on design standards;

- Surveying
- Design: engineers develop design drawings
- Fundraising: I'll be scouting potential funding sources for trail construction, including AK DOT/PF's TRAAK program, DNR's Recreation Trails Grant program, and others; and
- Construction.

Nominating the project to the AK DOT/PF's TRAAK program will be a good first step for getting the project on AK DOT/PF's radar and becoming eligible for State funding.

To be eligible for the TRAAK program, AK DOT/PF requires that a local entity commit to assuming ownership and maintenance responsibility of the project as well as agree to contributing a 9% match toward the total project cost.

I'm not asking for a cash match at this time, and as you'll note, I worded the resolution to indicate that sources of funding for the match will come from "local sources," not necessarily just the City of Cordova. One potential source of a contribution from the City is land. The most likely route for this path passes alongside the City's land currently used for boat storage, the area between Railroad Avenue and Seafood Lane. Widening the shoulder at that location would be necessary to accommodate a non-motorized path, and that contribution of land from the City may count toward the 9% match requirement.

With ridership on the ferry routes to Cordova increasing steadily, ensuring safe routes for visitors to town will become more of a priority. I hope the City can support our efforts to assemble the resources needed to create this transportation link, which will contribute to Cordova's transportation and recreation safety.

TERMINAL SPECIFIC RECOMMENDATIONS

The following information describes the nature of each terminal and then lists additional recommendations beyond those discussed above. It is assumed that all terminals now provide or should provide restrooms, public telephone, seating, pamphlet racks for local tours and attractions and a map of the community, unless otherwise noted.

Yakutat

This small community does not have a terminal building and is limited to a marine ramp to access the ships.

Actions:

- Provide basic shelter and signs.

Cordova

This community has a mid sized terminal that was constructed in 1998. Cordova will be the home port for the *M/V Chenega*.

Actions:

- Provide directional signage from the terminal to the community
- Enhance the *M/V Bartlett* display
- Provide a non motorized trail from the terminal to the community
- Provide baggage storage at the terminal
- Provide internet access for the public

Valdez has several museums and visitor centers including one at the pipeline terminal pictured below.



Valdez

Valdez has a new terminal that opened in January of 2005.

Actions:

- Involve an interpretive planner to assist in the furnishing the terminal and providing interpretation.
- Provide additional visitor services in this terminal due to its role as a gateway terminal the Marine Highway.
- Utilize the digital sign in the terminal to provide other interpretive and visitor information, not just ship schedules and travel advisories.

Chenega Bay

This small community does not have a terminal building or uplands facilities.

Actions:

- Provide basic shelter and signs.

Tatitlek

This small community does not have a terminal building or uplands facilities.

Actions:

- Provide basic shelter and signs.

**CITY OF CORDOVA, ALASKA
RESOLUTION 10-11-50**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA
SUPPORTING NOMINATION OF A NON-MOTORIZED PATH CONNECTING THE
AMHS CORDOVA FERRY TERMINAL WITH CORDOVA'S TOWN CENTER TO
THE AK DOT/PF TRAAK PROGRAM**

WHEREAS, a non-motorized trail connecting Cordova's AMHS ferry terminal facility to the Cordova town center is listed as a priority project in the Alaska Marine Highway National Scenic Byway Segment Corridor Plan for Prince William Sound; and

WHEREAS, the number of AMHS passengers disembarking in Cordova has risen from 5,418 in 2000 to 13,335 in 2010 according to the AK DOT/PF Annual Visitor Traffic Report; and

WHEREAS, currently, visitors to Cordova and residents using the route between town and the AMHS ferry terminal for recreation must walk on the road shoulder which is immediately adjacent to motorized traffic traveling at a posted speed of 30 miles per hour; and

WHEREAS, the State of Alaska's Trails and Recreational Access for Alaska (TRAAK) program requires a local government to assume future ownership and maintenance responsibility of its funded projects; and

WHEREAS, the State of Alaska's TRAAK program requires a 9% match from local sources toward the total project costs,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Cordova, Alaska hereby supports:

- (1.) assuming ownership and maintenance responsibility of a completed non-motorized path connecting the Cordova AMHS ferry terminal facility and the Cordova town center; and
- (2.) collaborating with the Copper River Watershed Project to ensure that a 9% match from local sources is contributed toward total project costs.

PASSED AND APPROVED THIS 5th DAY OF OCTOBER, 2011

James Kallander, Mayor

ATTEST:

Susan Bourgeois, City Clerk

**CITY COUNCIL PUBLIC HEARING
OCTOBER 5, 2011 @ 7:15 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor Kallander called the Council public hearing to order at 7:15 pm on October 5, 2011, in the Library Meeting Room.

B. ROLL CALL

Present for roll call were **Mayor James Kallander** Council members **James Kacsh**, **David Allison**, **Bret Bradford**, **EJ Cheshier**, **David Reggiani** and **Robert Beedle**. Council Member **Keith van den Broek** was absent. Also present was City Manager **Mark Lynch** and City Clerk **Susan Bourgeois**.

C. PUBLIC HEARING**1. Ordinance 1088**

An ordinance of the city of Cordova, Alaska, authorizing the conveyance to Alaska Intrastate Gas Company of approximately 4 acres of tidelands located in ATS 1004 – 2nd reading

Mayor Kallander opened the meeting up for public comment

Mary Anne Bishop, 406 Fourth St, spoke against the ordinance stating that she feels there is a conflict of interest with the City attorney's office, Birch Horton Bittner & Cherot with AIGCO in their dealings with the Regulatory Commission of Alaska. She asked that the ordinance be postponed indefinitely until the conflict has been addressed.

Tim Joyce, 1001 Pipe St, stated that Birch Horton Bittner & Cherot has not been counsel for AIGCO for at least five years. They have not been legal counsel for AIGCO on this contract. He sees no conflict in the property sale between the City of Cordova and AIGCO. In his opinion it is a red herring they would be chasing. Birch Horton Bittner & Cherot would have informed the City of a conflict, if there was one, as they have in the past.

Don Sjostedt, 180 Eyak Dr, spoke in favor of Ordinance 1088 stating that it could bring a cheaper energy source to town. AIGCO is developing their own industrial property to save us money.

Dan Nichols, spoke in favor of the ordinance. Stating that AIGCO will bring cheaper utility costs to town so we can compete with Anchorage and can keep money in town and provide more jobs.

Ellen Americus, Orca Rd, reminded Council that green space is a measure of the quality and wellness of the community. She would like the Council to consider the priceless value of the area in question. It's a great place for viewing and walks.

John Greenwood, 115 Jenson Dr, spoke in favor of Ordinance 1088. He has been involved with this process with P&Z for the last year, we have given this project due diligence; it is time to move forward.

Carolyn Roseberry, 701 Chase Ave, stated she would not like to see more congestion in any part of the town and outlying areas. Our remoteness is most valuable. If any development is done she would like to see wind turbine technology to be looked into instead of fossil fuels.

Council recessed the public hearing at 7:27 pm; then reconvened at 7:30 pm at which time **Mayor Kallander** reopened the meeting for public comment – there was none

D. ADJOURNMENT

M/Reggiani S/Allison to adjourn the Public Hearing

Vote on motion: 6 yeas, 0 nays, 1 absent (van den Broek). Motion was approved.

Meeting was adjourned at 7:32 pm.

Approved:

Attest: _____
Robyn Kincaid, Deputy City Clerk

**CITY COUNCIL REGULAR MEETING
OCTOBER 5, 2011 @ 7:30 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kallander called the Council Regular Meeting to order at 7:30 PM on October 5, 2011, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Kallander led the audience in the Pledge of Allegiance.

C. ROLL CALL

Present for roll call were *Mayor James Kallander* Council members *James Kacsh*, *David Allison*, *Bret Bradford*, *EJ Cheshier*, *David Reggiani* and *Robert Beedle*. Council Member *Keith van den Broek* was absent. Also present was City Manager *Mark Lynch*, City Clerk *Susan Bourgeois* and Student Council representative *Shyla Krukoff*.

D. APPROVAL OF REGULAR AGENDA

M/Reggiani S/Bradford to approve the Regular Agenda.

Vote on motion: 6 yeas, 0 nays, 1 absent (van den Broek). Motion was approved.

E. DISCLOSURES OF CONFLICTS OF INTEREST - none**F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

1. Guest Speakers - None

2. Audience comments regarding agenda items

Mary Anne Bishop, 406 Fourth St, spoke against Ordinance 1088 asking the Council to postpone the ordinance indefinitely. She stated that the sales agreement is not a transparent document. She used the example that 4.21 acres is referenced in the agreement and 4 acres is referenced in the ordinance. And also the kayak put-in and a fishing pad being developed is on the adjoining tidelands. She stated that the public has the right to know the fair market value of the publically owned fill that would be provided at no charge to the proposed buyer should the ordinance pass. She added that the land in question was given to the City from the State, subject to the rights of the public under the Public Trust Doctrine. She asked if the City had sought out the opinion of the Attorney General to see if selling this land to a private party to develop into a gas company with a fence around it is in violation of the said Public Trust Doctrine.

Leo Americas, mile 4.1 Whitshed Rd, thanked Council for bringing his attention to item 6.2 in ordinance 1089. It says "remedies cumulative" although he is not sure what that is, in previous land purchase agreements it was limited to "liquidated damages". He is wondering why his is different. *Lynch* responded that it was just a way to put a performance deed of trust into the sales agreement. It is a stronger way to insure the City can get the property back should he not meet the performance agreement. *Kallander* stated that this cannot be remedied at this meeting. Council can discuss it later in the agenda. But contract negotiations are usually handled at the staff and attorney level.

Tim Joyce, 1001 Pipe St, spoke in regards to the AIGCO sale agreement. "Life, Liberty and the Pursuit of Happiness" provides the freedom of choice in America. Freedom can be defined in a lot of ways but one way is the freedom to have a choice. Some freedoms are limited in Cordova because we are a small town. One choice we don't have in Cordova is cheaper energy options. AIGCO would provide Cordovans with choices and give them the freedom to choose. Those who vote against the ordinance are limiting his freedom and the freedom of everyone else in this community. Sometimes we have to give up a little to gain a lot more. Cordova will gain a clean and environmentally safe energy option with this ordinance.

3. Chairpersons and Representatives of Boards and Commissions – none

G. APPROVAL OF CONSENT CALENDAR

Mayor Kallander informed Council that the Consent Calendar was before them.

#6 was pulled from the consent calendar and became #17b.

4. Record unexcused absence of Council member Robert Beedle from the 9-21-11 Regular Meeting.

5. Record excused absence of Council member Keith van den Broek from the 9-21-11 Regular Meeting.

6. Ordinance 1089

~~An ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale of Lots One through Four, Clock forty two, Cordova Townsite to Leo Americus~~ 4th reading

Vote on Consent Calendar: 6 yeas, 0 nays, 1 absent (van den Broek). Cheshier – yes; Reggiani – yes; Beedle – yes; Kacsh – yes; Allison – yes and Bradford – yes. Consent Calendar was approved.

H. APPROVAL OF MINUTES

M/Reggiani S/Kacsh to approve the minutes.

7. September 21, 2011 Public Hearing Minutes

8. September 21, 2011 Regular Meeting Minutes

9. September 23, 2011 Special Meeting Minutes

Vote on motion: 6 yeas, 0 nays, 1 absent (van den Broek). Motion was approved.

I. CONSIDERATION OF BIDS - none

J. REPORTS OF OFFICERS

10. Mayor's Report

Mayor Kallander reported that he had meetings with **Lynch** on the Cordova Center; he just got back from Juneau. He met with **Representative Cathy Munoz**, of Community and Regional Affairs (CRA), who wanted to meet in regards to some PERS issues with the hospital and wants to get involved. He met with **Karen Rehfeld**, Director of Office of Management and Budget, in regards to the veto on the hospital roof, the City's CIP list and priorities. He met with **Mike Barnhill**, Assistant Attorney General who deals mostly with PERS. We were requesting to pull two people out of PERS in anticipation of the deal with Providence. There had been many meetings on the conflict PERS presents. He met with the Governor's office on the veto for hospital roof money; he assured us this year it will go if it gets through both houses. He also went over the PERS issue with him and they are working through the PERS issue to try to eliminate the issues for the small communities. He feels good on being able to negotiate the couple positions at the hospital on PERS and suggested that those that are going to AML to just stay out of it. He is meeting Wednesday with **Bill Streur** from Health & Human Services over the health care in Cordova. **Bradford** asked for an update on the 36 mile bridge. **Mayor Kallander** responded that it is on his list but he has not heard. He does know some engineers have been out to look at it.

11. Manager's Report

Lynch introduced **Bob Griffiths**, the new Police Chief; he is in town and on the job. He will start reviewing applicants next week for a Fire Marshal. They are looking at combining the supervisory positions of streets and refuse. He has scheduled time in November to work on the Union contract negotiation. They are working on the budgets and fee schedule. General fund revenue budget meeting will be talked about later on the agenda. He is still working on the Hospital contract. He has not heard from the Coast Guard on the Sound Developer so he assumes they are still planning on it being out the beginning of November. There will be an executive session later in regards to the Spartan. The ILP Building is well underway. Mt. Eccles project is still being finished up, the gym is done though. The renovation is almost done. There were several meetings on the Cordova Center. He is going to AML and will not be attending the PERS session. **Kallander** asked **Lynch** about the Providence Contract. **Lynch** responded that there has

been correspondence between the person handling their end of the contract and our lawyers. It is still moving forward and he thinks they are waiting to see how the PERS issue comes out. **Allison** agreed that it is going well at the hospital. Providence has been sending people in, a steady stream looking into different sections. **Beedle** asked if there was any word on the RFP for the breakwater for early spring. **Lynch** replied that it is in negotiation with the Science Center as it may be a joint project. **Kallander** responded that it is at engineering now and we are waiting for a proposal to come through. Looking at doing that project in the spring same with the boat ramp project.

12. City Clerk's Report

Bourgeois reported that the deadline for the AML registration is Friday and so far she only has **Bradford** and **Beedle** signed up.

13. Staff Reports

a. Josh Hallquist, COR, Cordova Center Project

MRV's behavior is slowing construction. There are outstanding claims that are not being worked. Received many RFI's from Dokoozian because many things are being discussed but there is no action. They are changing their tactics on that, no more conversations without taking notes to ensure action.

b. Cathy Sherman, Cordova Center Phase II (via teleconference)

Sherman reported that they had Phase II conference on Tuesday with the MRV design team. There will be a 1% for art committee meeting in late October. They are conducting an inventory of technology and communication needs for the new building. They are having a teleconference with the theater consultants, local theater groups, dance groups and the Science Center to go through the theater design October 14th. They are discussing the meeting rooms trying to decide if they want fixed seating or movable, do we want the ability to broadcast on TV, would Council like to hold their meetings on the stage, and if they want to share the space with other community organizations, etc. **Beedle** asked if it will get buttoned up this year. **Hallquist** replied that it would. They will start framing the walls in the next few weeks and will start decking the roof. **Kallander** thanked **Hallquist** and **Sherman** for their hard work because he knows this has been a lot of work.

K. CORRESPONDENCE

14. Letter from Cordova Running Club in re Alaska Salmon Runs

15. Letter from Mayor Kallander to School Board in re request for information

16. Letter from CDFU to Pebble Limited Partnership – cc'd to Mayor

16a. Email from Mary Anne Bishop in re Ordinance 1088

Bradford asked about the letter from CDFU to Pebble Limited. **Kallander** stated that he has no plan. We will see how it goes. No word yet on how the recent election went.

L. ORDINANCES AND RESOLUTIONS

17. Ordinance 1088

An ordinance of the City Council of the city of Cordova, Alaska, authorizing the conveyance to Alaska Intrastate Gas Company of approximately 4 acres of tidelands located in ATS 1004 – ^{2nd reading}

M/Reggiani S/Kacsh to approve Ordinance 1088, an ordinance of the City Council of the City of Cordova, Alaska, authorizing the conveyance to Alaska Intrastate Gas Company of approximately 4 acres of tidelands located in ATS 1004

Beedle stated that he read through the contract and is not comfortable with it. There are other energy suppliers that lease their land. Has an environmental study been done? He stated that he appreciated **Clay Koplin's** letter in a previous packet. Has the City had a third party review? He would like to see a presentation from AIGCO. Everything they have built has had a delay in it and this contract already had a

delay built into it. What about utilities? Will we bring the utilities out to them? He will not be voting in favor of this. He feels that Cordova is project heavy right now. He is not against another energy supplier coming to town. He just doesn't have a warm and fuzzy feeling about this company. **Bradford** stated that he is not going to support this ordinance. He has looked at this company and he hasn't found anything good about them. He is not comfortable with our name being associated with theirs. The numbers in the contract are out dated. He would like to see gas come to Cordova but he needs to be convinced this company can do it. **Mayor Kallander** stated that nobody is committed to this. No one is going to be forced to convert to this energy option. **Kacsh** stated that he has seen all the presentations and it's not the government's responsibility to get in the way of the development of private enterprise. It will never happen if we keep throwing up road blocks. **Beedle** stated that the City is partnering and supporting and tying up the land for 5-7 years. He thinks a lot of things have changed since this process began. He opined that this is one opportunity that would be better to let pass. **Allison** added to **Kacsh's** statement about land sales stating that we didn't ask any other buyers of City land to open up their books. We are giving them the opportunity to build, if they can't perform we have a performance deed of trust and we will get the land back. Nobody in town has guaranteed to buy gas from them so they will have to go in and offer gas at a lower cost. He is willing to give them the chance.

Vote on motion: 4 yeas, 2 nays, 1 absent (van den Broek). Reggiani – yes; Beedle – no; Kacsh – yes; Allison – yes, Bradford – no and Cheshier – yes. Motion approved.

17b. Ordinance 1089

An ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale of Lots One through Four, Block forty-two, Cordova Townsite to Leo Americus– 1st reading

M/Allison S/Bradford to approve ordinance 1089, an ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale of Lots One through Four, Block forty-two, Cordova Townsite to Leo Americus

Allison stated that he has no problem with the sale agreement and that the item referred to before is a change in that liquidated damages is different. The way it is worded is a strong change. He would prefer to see a deed of trust similar to what we issued before. **Lynch** stated that there were problems with the way we did it before and this was a way to fix it. It was not directed at Leo it was just a way to make sure the City can get the property back should he not meet the performance standard. **Mayor Kallander** suggested that it have a second look and be brought back to Council.

M/Reggiani S/Kacsh to refer back to staff.

Beedle asked if this will significantly prolong the process for **Americus**. **Americus** responded that he is not in a hurry; he would like to have this cleared up. **Kacsh** stated that his intent is to protect the City to make sure we can get the land back but he does not want to penalize the citizen. **Mayor Kallander** asked for consensus that Council wants legal staff to assure, in the strongest language possible, that the City will get the land back should they default on the performance deed of trust. Council concurred. **Allison** added that the attorney should look into if there are liquidated damages how that affects the City's ability to get the land back. He would like some clarification on the change. **Cheshier** stated he would just like to have the lawyers explain the difference between the old contract and this contract. **Mayor Kallander** asked **Americus** to meet with **Lynch** to discuss his questions.

Vote on motion: 6 yeas, 0 nays, 1 absent (van den Broek). Motion approved.

M. UNFINISHED BUSINESS

18. 2012 Proposed Budget Schedule discussion

Lynch handed out a spreadsheet from **Ashley Royal**, the City's Finance Director, who believes the City is on track to meet the goal for 2011. **Lynch** informed Council that sales taxes are up considerably from last

year, we are waiting on 3rd quarter numbers though. The concern is that fish tax isn't in yet and we don't have the amount yet. We won't know for sure till the check comes in. The forest receipts money is also a concern as congress didn't pass the reauthorization which puts us almost a million dollars short each year. **Kacsh** stated that he believed the program was funded through 2013. **Reggiani** stated that he is unprepared to discuss this at this meeting. Council decided to have a work session for this discussion. **Kallander** informed Council that **Zamarron** has informed him that sewer is short on funds. At last year's budget Council had decided to add \$85,000 which he believes was supposed to come from raising rates. When the rate increase was bought before Council they voted it down leaving them short on funds for the year. **Kacsh** stated that he thinks they all knew that it was going to fall short because of the extra work that's had to be done for DEC. **Bradford** asked **Zamarron** to give them the numbers. **Zamarron** stated that they are about \$85-90,000 short. They are making plans to help mitigate the need for LT2 and the plans are working but it is costing money. Those extra plans are costing about \$200,000 in order to save those millions of dollars. This year they will probably spend about \$45,000. So we are looking at \$130,000 short for the year. **Bradford** asked that this topic be added to the work session they are planning. **Allison** stated that he doesn't see that it needs to be addressed right away we just need to make sure we budget enough money in next year's budget to cover next year and pay ourselves back for the short fall.

N. NEW & MISCELLANEOUS BUSINESS

19. North Fill - snow dump/impound lot discussion

Allison suggested using the impound lot for snow storage in the winter. He added that several years ago the snow dump committee did designate that as a potential snow storage spot. He thinks there are other places that the impound lot could go. **Kacsh** stated that the City needs a place to put the snow but residents are responsible for their own snow storage and are not supposed to dump it on City owned land. An impound lot is a need for the Police Department. It needs to be fenced and observable to avoid vandalism or tampering with evidence. It doesn't need to be big, and maybe it can have a removable fence so part of it can be used seasonally for other things. **Bradford** stated that he would like to see the impound lot moved. That lot is better served as a snow dump. **Lynch** provided for Council the 2008 snow dump map. That map does not designate the lot as snow dump lot. When the adjoining lot was purchased by Kelly's it was clearly stated in their sale agreement that they not dump snow on City property. The new Planning and Zoning Commission map for property disposal marks this lot as not available. A lot of thought and planning was put into choosing this spot for an impound lot. The fence is a movable fence; it could accommodate other needs that have been brought up. He would ask Council to leave the impound where it sits currently. **Allison** stated he has no problem leaving it there if it can be made an appropriate size. We should do what we can to support the businesses and if it is no cost to the City then he can't see that it would hurt. **Kacsh** stated that he was not pointing out any business in particular just that we shouldn't set a precedent for supplying land to businesses for snow storage. **Allison** asked for concurrence to ask staff to push the fence back and allowing some room for snow storage. Council did not concur. **Allison** asked to put on the next agenda a vote to make the lot a reasonable size for an impound. **Mayor Kallander** asked the Clerk to put adjusting the size of the impound lot on the next agenda.

20. Pending Agenda and Calendar

October 13, 2011 Thursday at 7:00 pm Work session to discuss general fund revenues

O. AUDIENCE PARTICIPATION

Diane Wiese, 6.5 CRH, spoke in regards to the proposed school use fee. It is affecting the North Winds Quilters Guild (NWQG) who has not been able to use the school because of the fee. Their use would be for about 26 hours and would cost \$390. She wonders where the money is going (electrical? janitorial?) and when the school became a money-making entity instead of an educational facility. She feels \$390 for a weekend is over the top. **Mayor Kallander** asked if the guild is non-profit. **Wiese** replied in the

affirmative. He asked where the proceeds for their quilts go. **Wiese** responded that they do not sell quilts; they do have a quilt auction every year that funds their scholarship program. **Mayor Kallander** asked if they teach. **Wiese** replied that they do but it is open to the public. Once in a while they do charge for a class but the money goes back to the guild for the scholarship. The school board's facilities use committee is revisiting the fees and there was a meeting yesterday which only 3 committee members attended. She reviewed for Council the proposed new school use fees that still have to be voted on by the school board. The guild will not be able to use the school again because of the fee. The school facility should be used. **Allison** pointed out that the Red Cross was in town last week and planned to use the school for Emergency Shelter training and couldn't because of the fee. They ended up using a church instead and he can't imagine why we should charge someone for such a training opportunity. **Mayor Kallander** stated he was going to try to go to the next school board meeting and encouraged other Council members to do the same.

Jennifer Gibbens, 305 Browning St, gave an update on the newspaper. She stated that there has been progress and she is excited. She is working on getting a re-launch date. She is adding a professional web designer, a sales rep, a professional reporter, and including local columnists. She stated that Cordova Clean Up day has been paying for using the school for years.

Barb Beedle, 910 Ingress, stated that ice worm has paid for school use for years too and she doesn't mind paying as much as paying the amount they are charging. She thanked the City Manager and ex-Police Chief for finally getting flag raised and lowered.

Mike Scott, Saddle Point Dr, stated that the graffiti on the new civic center was obvious and is a real issue. The bus out on the ball park looks like a piece of junk. It shouldn't be set in such a prominent place if it looks so bad. He asked if there was anything the Council can do to get the State to fix up the 36 mile bridge. It is going to affect tourism and guiding next year if we can't get to the million dollar bridge. He stated that the ferry passengers are paying more here than elsewhere. He complained that he never hears about the investigations that the Police Department does getting solved.

Tim Joyce, 1001 Pipe St, said that the election out west was one where they mail in ballots for the Pebble Mine issue. We should know in 7 days what the outcome of that vote was.

Tom Bailer, 304 Orca Inlet, agreed with **Mike Scott** on the bus but added that they have done a good job around the City shop cleaning up. He stated that the impound is in a good spot. Business is business on the Americus sale and added that on a typical property contract is set up so if you miss a certain amount of payments the lien holder gets it all back, not partial. Out at the South Fill, Redden Net and the Camtu buildings are shining examples of what we are looking for when we sell City lots.

P. COUNCIL COMMENTS

21. Council Comments

Bradford thanked **Lynch** on the flag issue. He stated that he spoke to the hospital staff and they think what's happening with Providence is positive which was reassuring to him.

Reggiani stated that he is deeply concerned about the school use fees. He stated that he searched code and could not find where the defining line was between School and City authority on City owned buildings. He has no problem with the school recovering their costs but beyond that is excessive. He wonders if Council should act and if it should be a fee schedule thing.

Cheshier stated that he thinks it is totally unreasonable to have fees for publicly owned school building.

Beedle stated that he is disappointed to hear that the breakwater is getting put aside again and getting more complicated. He has heard good things about **Moe**, thank you and keep it up. **Mayor Kallander**

clarified that there are no additional expenses and fees for the breakwater, its all on the Science Center. As the proposal stands it may turn into a revenue maker for the City.

Kacsh wondered if a letter to the Governor about the 36 mile bridge, focusing on the economic impact, would help get things moving. **Mayor Kallander** responded that it is high on his list.

Q. EXECUTIVE SESSION

22. Cordova Center Financial Update

M/Bradford S/Allison to enter into executive session to hear the Cordova Center financial update. Subjects which may be discussed are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

Vote on motion: 6 yeas, 0 nays, 1 absent (van den Broek). Motion approved.

Council took a 5 minute recess before entering the executive session; Council entered into executive session at 9:40 pm; Council came out of executive session at 10:22 pm; No action was taken.

M/Reggiani S/Bradford to recess the meeting to resume immediately after the work session on Thursday October 13th, 2011.

Council wanted to give adequate time to the City Manager evaluation to do a good job.

Vote on motion: 6 yeas, 0 nays, 1 absent (van den Broek). Motion approved.

CALL TO ORDER

Mayor James Kallander called the Council Regular Meeting back to order at 7:25 PM on October 13, 2011, in the Library Meeting Room.

ROLL CALL

Present for roll call were **Mayor James Kallander** Council members **Keith van den Broek**, **James Kacsh**, **David Allison** (via teleconference), **Bret Bradford**, **EJ Cheshier**, **David Reggiani** and **Robert Beedle**. Also present was City Manager **Mark Lynch** and City Clerk **Susan Bourgeois**.

EXECUTIVE SESSION

23. City manager annual evaluation

M/Reggiani S/Bradford to enter into executive session for the City Manager's annual evaluation. Subjects which may be discussed are subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion.

Vote on motion: 7 yeas, 0 nays. Motion approved.

Council entered into executive session at 7:30 pm; Council came out of executive session at 8:17 pm

R. ADJOURNMENT

M/van den Broek S/Bradford to adjourn the regular meeting at 8:18 pm

Vote on motion: 7 yeas, 0 nays. Motion approved.

Approved: October 19, 2011

Attest: _____

Robyn Kincaid, Deputy City Clerk



City of Cordova
602 Railroad Ave.
P.O. Box 1210
Cordova, Alaska 99574

Phone: (907) 424-6200
Fax: (907) 424-6000
Email:

citymanager@cityofcordova.net

CITY OF CORDOVA

Office of City Manager

October 12, 2011 Manager's Report (for 10/19/11 Council meeting)

Personnel issues: Still working on hiring for Fire Marshal and a combined supervisory position for Streets and Refuse.

Union Contract: I am preparing for negotiations that are set to begin in November.

Budget & Fees: Continuing. Currently Department Heads are meeting with Ashley and I to establish acceptable expenditure levels for 2012.

Hospital Contract: Continuing. Minor issues were worked out in early conversations with providence. Currently legal issues are being addressed by our legal counsel. Latest report is that we are getting close to a draft contract for Council to review.

Sound Developer: RFP for removal was published and bid deadline is October 13, 2011. I will report at the meeting if I know more.

Spartan: Attorney will have executive session at October 19 meeting to advise Council.

Secure Rural Schools: I have been following this with the help of Jim Nygaard. Senator Murkowski has introduced legislation to extend the program to 2017. Additional information is included in your packet.

Science Center: Still working towards a solution that works well for them and the community. Current discussions have included looking at a possibility of them building a new facility on fill in the area between their current location and the T Dock. They are seeking preliminary Corps approval for a fill in that area before proceeding. Once a firm plan is in place the proposal will come to Council.

Finalization of Mt. Eccles Project: Gym portion is complete and final payout has been made. Work on the Reno portion continues to remedy water leaks, and any other outstanding issues.

I also attended meetings with FNBA and Well Fargo recently to discuss the condition of our local economy and the financial/development needs of local residents and businesses.

I have also arranged for one hour weekly staff training sessions that are presented through UAA at no cost to the City. These are primarily for department heads, but other staff may attend sessions that will benefit them specifically.

I am going to Anchorage on November 3-4, in advance of my trip to AML, to visit state and federal funding agencies to discuss possible grants, etc. for future capital projects.

AML, AMMA, November 7-11: I will be attending the AML and Alaska Municipal Managers conference in Fairbanks during this time.

CITY CLERK'S REPORT TO COUNCIL

October 19, 2011 Regular Council Meeting

Date of Report: October 14, 2011

Council/ Mayor Matters: completed post-9/21/11 public hearing and regular meeting, post-9/24/11 special meeting, post-10/05/11 public hearing and regular meeting & 10/13/11 work session and recessed regular meeting clean-up, printing, signing, scanning, advertising, distributing and posting on City website, minutes, ordinances, resolutions etc.; completed pre-10/19/11 regular meeting prep, compiling, writing, editing, minutes, resolutions, ordinances, other agenda items from different departments, attorney, manager, Mayor or Vice-Mayor and Council; post agendas and packets to City website

Property Tax Matters/ Deputy Clerk: we handled everyday responses to property tax requests from banks, mortgage companies, citizens, other departments; Robyn sent delinquent bills to those who missed first half (Aug 31) and advertised the upcoming second half due date (Oct 31) – did you pay your prop tax timely this year?? **Robyn** assisted assessors for their fall visit to begin preparations for 2012 tax roll (pulled all cards and organized a spreadsheet for ease of assessors in performing their job quickly and efficiently); **Robyn** spent time working on Capital software downloads etc. to ensure accuracy of penalties and interest on delinquent first-half accounts for 2011 taxes; **Robyn** sent annual special assessment bills; **Susan** spoke with State Assessor Vansant regarding FVD (before you tonight); analyzed our sales ratio data – worked with Appraisal Company to arrive at a plan for 2012 tax roll prep (commercial properties being adjusted for 2012)

Records Requests: **Robyn** found records for Planning and Parks and Rec in researching City land ownership

Invoices: coded, approved & submitted regular department bills for payment to accounts payable; signed City payroll and accounts payable checks

Attorney Contact: worked with Holly on referendum petition analysis and procedure on accepting filing of said referendum petition and meeting with sponsor of petition

Travel/ Training: attended 2 of 3 hour-long trainings that Mark set up for Department heads (communicating effectively and problem solving and decision making); notice on the calendars I have canceled my plans for AML (AAMC) – I can't afford to be out of the office that much in these last few months of the year and have a few long-weekend vacations planned (if you have a concern – please bring it up or let me know); November 18 (Friday night) there is a scheduled Council/City Board and Commission member training session from 6 – 8pm (the Foraker Group presenter has given the local government training at AML before – we are lucky to have this inexpensive opportunity); **Holly Wells** is coming to give a P&Z and Council training (and other Boards and Commissions too) on December 13 – once again – trying to bring people here and “keep it cheap” – thanks **Sam**

General Office: coordinated all air, hotel, conference registrations for AML conference in November in Fairbanks (2 council members attending); attended staff meeting October 10, 2011

Other: continued work on Council and Clerk 2012 budgets; received and posted School Board and HSB meeting packet to the City website; met with manager, finance director concerning budget prep

MEMORANDUM

TO: City Manager Lynch
FROM: Harbormaster Muma
DATE: 10/5/2011
RE: Quarterly Activity Report/July-Sept. 2011

Exclusive Slips Assigned	623 out of 715 Total Slips			87% Occupancy (as of 10/5/11)
	July	Aug.	Sept.	Total
Vessels Charged Daily Rate	86	75	37	198
Vessels Charged Monthly Rate	3	0	1	4
Vessels In Impound Status	0	0	0	2
Vessel Lifts	16	4	11	31
Port Arrivals:				
Shoreside	2	1	1	4
Samson	1	1	1	3
Used Oil Collected(gallons)	4,050			
Used Oil Collected(Jan.-Sept.)	16,530			
Vessels Towed	1			
Vessels Pumped	0			
Vessel Bilges Pumped	7			
Vessel Sewage Tanks Pumped	0			

GENERAL ACTIVITIES

- * Bilge pump maintenance
- * Electrical repairs
- * Emergency phone inspections
- * Fire extinguisher inspections
- * Fire extinguisher maintenance
- * Incinerate sorbents
- * Service all dock hoist
- * Boat Haulout drainage project completed
- * Replace navigation light lens at Ocean Dock
- * Boat Haulout light repair
- * Pump maintenance
- * Pump used oil
- * Repair C-40 water service
- * Impound gillnet
- * Repair finger floats
- * Install new pile hoop at H-36
- * Travel Lift maintenance



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CITY OF CORDOVA

Office of Chief of Police

Memo

To: City Manager Mark Lynch
From: Chief Bob Griffiths
Subject: 3rd Quarter 2011 Activity Report
Date: October 12, 2011

PATROL

The Cordova Police Department received a total of 564 Calls for Service. From these Calls for Service, a total of 67 investigative cases were generated. There were a total of 29 arrests made. Seven arrests for DUI, 3 Warrant arrests, 3 Violation of Conditions or Release, 1 Probation Revocation, 3 Trespassing, 2 Assaults, 1 Theft, 1 Vehicle Theft, 1 Misconduct Involving a Controlled Substance, 4 Minor Consuming Alcohol, 1 Burglary, 1 Driving with License Revoked, 1 Driving W/O a Valid License.

There were 125 citations written and 89 traffic warnings issued.

PERSONNEL

Dispatcher Glenna Woodruff resigned after serving six years as a dispatcher with the City. She has moved down to Las Vegas. The vacant position was advertised, applications received, but the position remains unfilled at this time. Chief Robert (Bob) Griffiths was hired and began work October 3rd, 2011.

JAIL

CPD received a \$15,000.00 State Department of Corrections capital improvement grant for Jail booking room improvement including new storage cabinets and counter-tops. That project has been completed and new cabinetry has been installed.

DMV

Throughout this quarter CPD staffed the Cordova DMV office from 0800-1530, Thursday through Saturday. We will now be compiling monthly DMV activity/transaction statistics, but they were unavailable for this report.

TRAINING

All officers received 16 hours of Advanced Roadside Driving Impairment Enforcement (ARIDE) training. Officers received 24 hours of PIARD training (active shooter) training that included an exercise at the Middle School. Shannon and all Officers received 3 hours each of ALEISS (Alaska Law Enforcement Information Sharing System)

computer training. ALEISS is a statewide information sharing system available to Alaska Law Enforcement. Shannon attended a 40 hour course on the “7 Habits of Highly Effective People.”

Communications Clerk Farnes has completed his basic training for both DMV and Dispatch.

All Officers received six hours training each on the new in-car TRACS computer program.

PROJECTS

Received a server, disk array storage system, computer rack, and associated computer equipment from Alaska Association of Chiefs of Police valued at \$20,000. The Department will use the equipment for extra computer storage for police records, and audio/video files. Four patrol vehicles were fitted with a TRACS system. TRACS is an in-car computer, printer, motor vehicle crash report writing and ticket system. The systems are free from the State and are valued at approximately \$7,500.00 each. We are approved for one more system.

CPD also received \$4,000.00 from the Alaska Police Standards Council to purchase Five (5) Copview wearable digital video recorders.

PUBLIC RELATIONS

CPD supported the annual “Salmon Jam” with two officers. Officer Kacsh made a presentation on bike safety to the elementary school and attended one additional school weekly assembly. Officers and Dispatch attended the 911 ten year memorial.

MEMO, City of Cordova

FROM: Ashley Royal, Finance Director
TO: City Manager, Mayor and City Council
Date: October 12, 2011
RE: Quarterly Financial Report

This quarterly report thru September 30, 2011 is a three part report:

- Cash and Investment s report (note that this report is through 8/31/2011)
- Two –page Revenue and Exp compared to Budget report
- Cordova Center Project Budget report

The Cash and Investments report shows comparison of 12/31/10 to 8/31/11. The report is divided in two parts – the first part showing the balances by accounts, whether with UBS investments or with FNBA. The second part shows how the money is allocated between the various funds of the City. I have added a column showing the capital reserve for the enterprise funds. An item of special consideration is the splitting of the Sewer/Water Fund into two separate funds brought forth the discovery that we all suspected, which is the Sewer fund has a deficit cash balance.

The two-page financial statement is the same format as presented in the past, excluding the Cordova Center Capital Project.

The reports for the Cordova Center are in a newly designed format, which is intended to show the total budget for the projects from inception through end, and compared to the actual financial activity for the same periods. That way we can hopefully see the big picture better, all years, and not just a snapshot of one year

Respectfully submitted by:
Ashley Royal
Finance Director, City of Cordova

City of Cordova Cash & Investments	Balances at 12/31/2010	Balances at 8/31/2011	
FNB - Checking - Pooled Checking Account	(\$40,990.83)	(\$758,115.67)	Central Treasury - Operations Checking - All Funds
FNB - Repurchase Agreement – Sweep Acct	\$2,715,894.15	\$2,782,845.66	Central Treasury - Operations - All Funds
FNB - Payroll Account - Checking	(\$39,267.14)	(\$41,785.07)	Central Treasury - Operations Payroll Checking - All Funds
AMLIP	\$2,610.30	\$2,616.47	Specific to General Fund
UBS - Central Treasury Investments	\$7,612,877.50	\$5,724,676.44	Central Treasury - Investments
UBS - Reserve Fund Investment	\$8,033,064.58	\$7,961,727.29	Specific to Reserve Fund. Restricted per Code 5.44
UBS - School Capital Project investment	\$445,474.16	\$0.00	Specific to the Capital Project - School Renovation
FNB - Harbor Checking for credit card deposits	\$324,843.57	\$614,342.05	Specific to Harbor
FNB - Certificates of Deposit	\$479,725.10	\$479,772.40	Specific to Reserve for Landfill Closure in the Future
FNB - Savings Acct Ambulance Replacement Reserve	\$6,861.99	\$6,880.51	Specific To Ambulance Fund
Total Cash & Investments	\$19,541,093.38	\$16,772,960.08	

Funds:	All Funds 12/31/2010	All Funds 8/31/2011	All Funds 8/31/2011 Capital Reserve	All Funds 8/31/2011 Total
General Fund	\$4,433,851.07	\$3,866,191.34		\$3,866,191.34
Reserve Fund	\$8,534,668.01	\$8,863,188.91		\$8,863,188.91
Ambulance Replacment Fund	\$54,304.83	\$63,002.56		\$63,002.56
General Projects & Grant Admn Fund	(\$103,585.88)	\$28,222.24		\$28,222.24
School ILP Building	N/A	(\$33,881.35)		(\$33,881.35)
Chip Seal CIP Fund	\$100,546.53	\$3,177.15		\$3,177.15
School Capital Project Fund	\$2,552,396.89	\$932,394.76		\$932,394.76
Cordova Center Fund	\$1,456,881.79	\$754,757.02		\$754,757.02
Harbor Enterprise Fund	\$703,404.87	\$524,230.90	\$300,532.98	\$824,763.88
Sewer/Water Enterprise Fund	\$543,643.91	N/A		\$0.00
Sewer Fund	N/A	(\$322,118.47)	\$256,943.65	(\$65,174.82)
Water Fund	N/A	\$166,866.07	\$250,443.66	\$417,309.73
Refuse Enterprise Fund	\$1,232,282.24	\$485,296.29	\$730,216.56	\$1,215,512.85
Odiak Camper Park Fund	\$32,699.12	\$12,645.81		\$12,645.81
Public Service Bldg Project	N/A	(\$75,000.00)		(\$75,000.00)
Hospital Repair Project	N/A	(\$13,500.00)		(\$13,500.00)
Shipyards Building Project	N/A	(\$5,650.00)		(\$5,650.00)
Shipyards Fill Project	N/A	(\$5,000.00)		(\$5,000.00)
North Fill Dock Project	N/A	(\$5,000.00)		(\$5,000.00)
Sawmill Ave. Trail Project	N/A	(\$5,000.00)		(\$5,000.00)
	\$19,541,093.38	\$15,234,823.23	\$1,538,136.85	\$16,772,960.08

CITY OF CORDOVA
FUND SUMMARY
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2011

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	151,183.97	3,695,041.44	4,967,538.51	1,272,497.07	74.4
LICENSES & PERMITS	655.00	765.00	15,900.00	15,135.00	4.8
OTHER GOVERNMENTAL	.00	1,538,357.78	2,986,914.49	1,448,556.71	51.5
LEASES & RENTS	9,222.71	143,927.41	205,400.00	61,472.59	70.1
LAW ENFORCEMENT	14,677.00	197,129.30	232,025.00	34,895.70	85.0
D. M. V.	6,158.30	63,916.02	74,500.00	10,583.98	85.8
PLANNING DEPARTMENT REVENUE	5,649.00	18,992.45	27,500.00	8,507.55	69.1
RECREATION DEPT REVENUE	5,797.50	48,385.00	61,900.00	13,515.00	78.2
POOL REVENUE	3,028.50	18,864.00	20,200.00	1,336.00	93.4
SALE OF PROPERTY	.00	1,082.00	9,600.00	8,518.00	11.3
TRANSFERS FROM OTHER FUNDS	35,183.34	516,650.06	422,200.00	(94,450.06)	122.4
OTHER REVENUE	1,336.97	167,893.06	215,000.00	47,106.94	78.1
STATE DEBT SERVICE REIMBURSME	284,705.00	923,954.00	934,423.98	10,469.98	98.9
	517,597.29	7,334,957.52	10,173,101.98	2,838,144.46	72.1
<u>EXPENDITURES</u>					
CITY COUNCIL	1,659.34	12,189.44	21,750.00	9,560.56	56.0
CITY CLERK	20,520.04	161,974.11	231,135.00	69,160.89	70.1
CITY MANAGER	27,320.55	188,200.13	369,878.00	181,677.87	50.9
FINANCE	38,503.47	266,342.02	349,593.00	83,250.98	76.2
PLANNING DEPARTMENT EXPENSE	29,115.64	173,594.35	189,591.00	15,996.65	91.6
DEPARTMENT OF MOTOR VEHICLE	11,221.36	58,070.39	81,799.50	23,729.11	71.0
LAW ENFORCEMENT	97,683.70	652,486.39	814,009.60	161,523.21	80.2
JAIL OPERATIONS	28,442.70	163,357.64	192,477.40	29,119.76	84.9
FIRE & EMS	35,442.39	192,240.06	297,966.00	105,725.94	64.5
DISASTER MANAGEMENT DEPT.	1,324.73	1,803.72	3,000.00	1,196.28	60.1
INFORMATION SERVICES	35,397.59	260,485.70	388,299.00	127,813.30	67.1
PW ADMINISTRATION	10,211.11	76,835.14	104,715.00	27,879.86	73.4
FACILITY MAINTENANCE	20,235.50	177,189.36	266,992.00	89,802.64	66.4
STREET MAINTENANCE	(19,985.10)	480,785.14	609,073.00	128,287.86	78.9
SNOW REMOVAL	5,043.63	12,541.21	60,861.00	48,319.79	20.6
EQUIPMENT MAINTENANCE	13,888.04	154,824.36	188,474.00	33,649.64	82.2
PARKS MAINTENANCE	9,939.93	67,896.80	85,812.00	17,915.20	79.1
CEMETERY MAINTENANCE DEPT.	719.13	7,958.29	6,725.00	(1,233.29)	118.3
RECREATION - BIDARKI	34,643.49	279,916.48	322,273.00	42,356.52	86.9
POOL	24,299.92	195,310.00	227,967.00	32,657.00	85.7
SKI HILL	6,567.75	52,683.02	54,800.00	2,116.98	96.1
NON-DEPARTMENTAL	28,529.71	283,649.00	493,730.00	210,081.00	57.5
LONG TERM DEBT SERVICE	136,844.00	1,573,197.53	1,673,763.30	100,565.77	94.0
INTERFUND TRANSFERS	.00	865,248.18	865,248.18	.00	100.0
TRANSFERS TO OTHER ENTITIES	145,833.33	1,763,749.99	2,273,170.00	509,420.01	77.6

CITY OF CORDOVA
FUND SUMMARY
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2011

GENERAL FUND

PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
743,401.95	8,122,528.45	10,173,101.98	2,050,573.53	79.8
(225,804.66)	(787,570.93)	.00	787,570.93	.0

CITY OF CORDOVA
FUND SUMMARY
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2011

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
101 GENERAL FUND	517,597.29	7,334,957.52	10,173,101.98	2,838,144.46	72.1
104 CITY RESERVE FUND	93,229.00	984,043.39	1,520,396.18	536,352.79	64.7
203 AMBULANCE REPLACEMENT FUND	.00 (100.00)	7,050.00	7,150.00 (1.4)
205 EQUIPMENT REPLACEMENT FUND	.00	18.52	.00 (18.52)	.0
401 GENERAL PROJ & GRANT ADMN	.00	566,353.76	649,879.00	83,525.24	87.2
410 CHIP SEAL C.I.P.	.00	.00	137,400.00	137,400.00	.0
502 HARBOR ENTERPRISE FUND	103,067.32	865,343.79	946,315.00	80,971.21	91.4
503 SEWER ENTERPRISE FUND	50,252.85	421,411.61	588,000.00	166,588.39	71.7
504 WATER ENTERPRISE FUND	62,997.98	565,259.76	614,100.00	48,840.24	92.1
505 REFUSE ENTERPRISE FUND	77,460.48	637,758.19	804,900.00	167,141.81	79.2
506 ODIK CAMPER PARK	15,035.89	45,712.06	50,000.00	4,287.94	91.4
602 HARBOR & PORT PROJECTS	.00	60,000.00	60,000.00	.00	100.0
603 SEWER PROJECTS	.00	102,861.30	100,000.00 (2,861.30)	102.9
604 WATER PROJECTS	.00	181,158.70	237,680.00	56,521.30	76.2
605 SOLID WASTE PROJECTS	.00	100,000.00	622,000.00	522,000.00	16.1
911 E-911 SPECIAL REVENUE FUND	5,058.49	37,087.88	.00 (37,087.88)	.0
	924,699.30	11,901,866.48	16,510,822.16	4,608,955.68	72.1
<u>EXPENDITURES</u>					
101 GENERAL FUND	743,401.95	8,122,528.45	10,173,101.98	2,050,573.53	79.8
104 CITY RESERVE FUND	.00	537,656.00	537,656.00	.00	100.0
401 GENERAL PROJ & GRANT ADMN	62,372.53	295,248.87	722,879.00	427,630.13	40.8
408 SCHOOL ILP BUILDING	4,836.92	38,718.27	500,000.00	461,281.73	7.7
410 CHIP SEAL C.I.P.	64,147.08	163,474.98	182,400.00	18,925.02	89.6
430 PUBLIC SERVICE BLDG CAP PROJ	.00	75,000.00	75,000.00	.00	100.0
435 HOSPITAL REPAIR PROJECT	.00	13,500.00	.00 (13,500.00)	.0
442 SHIPYARD BUILDING PROJECT	.00	5,650.00	.00 (5,650.00)	.0
444 SHIPYARD FILL PROJECT	.00	5,000.00	.00 (5,000.00)	.0
446 NORTH FILL DOCK PROJECT	.00	5,000.00	.00 (5,000.00)	.0
448 SAWMILL AVENUE TRAIL PROJECT	.00	5,000.00	.00 (5,000.00)	.0
502 HARBOR ENTERPRISE FUND	87,492.25	784,266.85	946,315.00	162,048.15	82.9
503 SEWER ENTERPRISE FUND	64,109.06	513,967.71	588,000.00	74,032.29	87.4
504 WATER ENTERPRISE FUND	51,843.18	514,852.51	604,500.00	89,647.49	85.2
505 REFUSE ENTERPRISE FUND	128,671.52	730,491.03	804,900.00	74,408.97	90.8
506 ODIK CAMPER PARK	3,108.90	36,725.68	50,000.00	13,274.32	73.5
602 HARBOR & PORT PROJECTS	3,093.00	3,093.00	.00 (3,093.00)	.0
603 SEWER PROJECTS	.00	23,186.30	122,000.00	98,813.70	19.0
604 WATER PROJECTS	.00	299,696.95	251,550.00 (48,146.95)	119.1
605 SOLID WASTE PROJECTS	.00	.00	732,000.00	732,000.00	.0
	1,213,076.39	12,173,056.60	16,290,301.98	4,117,245.38	74.7
	(288,377.09)	(271,190.12)	220,520.18	491,710.30	(123.0)

Period: 09/11

Account Number	Account Title	Total Project Budget	Prior Years Actual	2010 Prior year Actual	2011 Current year Actual	2011 Current year Budget	2011 Current year Remaining Budget
Cordova Center Fund							
Revenue							
426-300-40325	Investment Earnings	120,770.90	52,787.96	37,982.94	.00	30,000.00	30,000.00
426-300-42195	Cordova Center Design	23,109.00	23,109.00	.00	.00	.00	.00
426-300-42200	Not Yet Known	.00	.00	.00	.00	.00	.00
426-300-43000	Deferred Revenue	.00	636,058.36-	277,640.56	.00	358,417.80	358,417.80
Grant Revenue							
426-310-42410	DOI FY03 S.2708	994,000.00	994,000.00	.00	.00	.00	.00
426-310-42420	HUD EDI B-04-SP-AK-0040	994,100.00	.00	994,100.00	.00	.00	.00
426-310-42430	DCCED 05-DC-039	25,000.00	1,003.73	23,996.27	.00	.00	.00
426-310-42440	DCCED 06-DC-101	1,000,000.00	4,276.25	995,723.75	.00	.00	.00
426-310-42450	DCCED 10-DC-011	1,000,000.00	.00	104,453.82	895,546.18	895,546.18	.00
426-310-42460	DCCED 11-DC-197	2,500,000.00	.00	.00	1,551,161.55	2,500,000.00	948,838.45
426-310-42470	DCCED 11-DC-626	2,000,000.00	.00	.00	2,000,000.00	2,000,000.00	.00
426-310-45480	EVOSTC - Fed Grant	7,000,000.00	.00	.00	.00	7,000,000.00	7,000,000.00
Transfers In							
426-390-49998	Transfer from Permanent Fund	1,500,000.00	.00	1,500,000.00	.00	.00	.00
426-390-49999	Transfer from General Fund	.00	.00	.00	.00	.00	.00
Total Revenue:		17,156,979.90	439,118.58	3,933,897.34	4,446,707.73	12,783,963.98	8,337,256.25
Phse I - From City Money							
426-401-70110	Administration	78,946.99	.00	30,946.99	1,040.29	48,000.00	46,959.71
426-401-70120	Project Manager	63,000.00	.00	.00	61,580.96	63,000.00	1,419.04
426-401-70121	Project Manager Overhead	30,000.00	.00	.00	2,980.59	30,000.00	27,019.41
426-401-70130	Construction	526,152.94	.00	.00	.00	526,152.94	526,152.94
426-401-70140	Construction Managment	150,000.00	.00	.00	10,353.16	150,000.00	139,646.84
426-401-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-401-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse I - From City Money:		848,099.93	.00	30,946.99	75,955.00	817,152.94	741,197.94
Phse II - From City Money							
426-402-70110	Administration	50,000.00	.00	.00	2,438.29	50,000.00	47,561.71
426-402-70120	Project Manager	18,000.00	.00	.00	.00	18,000.00	18,000.00
426-402-70121	Project Manager Overhead	15,000.00	.00	.00	196.66	15,000.00	14,803.34
426-402-70130	Construction	584,498.43	.00	.00	3,462.50	584,498.43	581,035.93
426-402-70140	Construction Managment	144,128.53	.00	.00	.00	144,128.53	144,128.53

Period: 09/11

Account Number	Account Title	Total Project Budget	Prior Years Actual	2010 Prior year Actual	2011 Current year Actual	2011 Current year Budget	2011 Current year Remaining Budget
426-402-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-402-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse II - From City Money:		811,626.96	.00	.00	6,097.45	811,626.96	805,529.51
Phse I - DOI FY03 S.2708							
426-411-52180	Professional Services	61,524.52	.00	18,524.52	42,748.22	43,000.00	251.78
426-411-59010	Design Engineering	243,330.81	17,502.75	138,810.98	.00	87,017.08	87,017.08
426-411-59050	Materials Purchased	680.54	680.54	.00	.00	.00	.00
426-411-59060	Services Purchased	19,460.74	19,460.74	.00	14,905.24	.00	14,905.24-
426-411-70110	Administration	283,153.97	272,531.97	2,750.56	878.05	7,871.44	6,993.39
426-411-70120	Project Manager	21,355.03	.00	21,355.03	.00	.00	.00
426-411-70121	Project Manager Overhead	4,681.47	.00	4,681.47	.00	.00	.00
426-411-70130	Construction	.00	.00	.00	72,990.14	.00	72,990.14-
426-411-70140	Construction Managment	78,865.93	.00	78,865.93	31,117.86	.00	31,117.86-
426-411-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-411-70160	Art	.00	.00	.00	.00	.00	.00
426-411-70200	Property Acquisition	250,000.00	.00	.00	229,420.28	250,000.00	20,579.72
Total Phse I - DOI FY03 S.2708:		963,053.01	310,176.00	264,988.49	392,059.79	387,888.52	4,171.27-
Phse II - DOI FY03 S.2708							
426-412-52180	Professional Services	.00	.00	.00	.00	.00	.00
426-412-59010	Design Engineering	.00	.00	.00	.00	.00	.00
426-412-70110	Administration	.00	.00	.00	.00	.00	.00
426-412-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-412-70130	Construction	.00	.00	.00	.00	.00	.00
426-412-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-412-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-412-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse II - DOI FY03 S.2708:		.00	.00	.00	.00	.00	.00
Phse I - HUDEDI B04SP-AK-0040							
426-421-70110	Administration	.00	.00	.00	.00	.00	.00
426-421-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-421-70130	Construction	957,429.14	.00	957,429.14	.00	.00	.00
426-421-70140	Construction Managment	36,670.86	.00	36,670.86	.00	.00	.00
426-421-70150	Construction Contingency	.00	.00	.00	.00	.00	.00

Period: 09/11

Account Number	Account Title	Total Project Budget	Prior Years Actual	2010 Prior year Actual	2011 Current year Actual	2011 Current year Budget	2011 Current year Remaining Budget
426-421-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse I - HUDEDI B04SP-AK-0040:		994,100.00	.00	994,100.00	.00	.00	.00
Phse II - HUDEDI B04SP-AK-0040							
426-422-70110	Administration	.00	.00	.00	.00	.00	.00
426-422-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-422-70130	Construction	.00	.00	.00	.00	.00	.00
426-422-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-422-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-422-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse II - HUDEDI B04SP-AK-0040:		.00	.00	.00	.00	.00	.00
Phse I - DCCED 05-DC-039							
426-431-60010	Site Work	1,003.73	1,003.73	.00	.00	.00	.00
426-431-70110	Administration	.00	.00	.00	.00	.00	.00
426-431-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-431-70130	Construction	23,996.27	.00	23,996.27	.00	.00	.00
426-431-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-431-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-431-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse I - DCCED 05-DC-039:		25,000.00	1,003.73	23,996.27	.00	.00	.00
Phse II - DCCED 05-DC-039							
426-432-70110	Administration	.00	.00	.00	.00	.00	.00
426-432-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-432-70130	Construction	.00	.00	.00	.00	.00	.00
426-432-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-432-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-432-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse II - DCCED 05-DC-039:		.00	.00	.00	.00	.00	.00
Phse I - DCCED 06-DC-101							
426-441-60010	Site Work	4,276.25	4,276.25	.00	.00	.00	.00
426-441-70110	Administration	.00	.00	.00	.00	.00	.00
426-441-70120	Project Manager	.00	.00	.00	.00	.00	.00

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Account Number	Account Title	Total Project Budget	Prior Years Actual	2010 Prior year Actual	2011 Current year Actual	2011 Current year Budget	2011 Current year Remaining Budget
426-441-70130	Construction	995,723.75	.00	995,723.75	.00	.00	.00
426-441-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-441-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-441-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse I - DCCED 06-DC-101:		1,000,000.00	4,276.25	995,723.75	.00	.00	.00
Phse II DCCED 06-DC-101							
426-442-70110	Administration	.00	.00	.00	.00	.00	.00
426-442-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-442-70130	Construction	.00	.00	.00	.00	.00	.00
426-442-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-442-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-442-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse II DCCED 06-DC-101:		.00	.00	.00	.00	.00	.00
Phse I - DCCED 10-DC-011							
426-451-70110	Administration	.00	.00	.00	.00	.00	.00
426-451-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-451-70130	Construction	1,000,000.00	.00	102,006.16	897,993.84	897,993.84	.00
426-451-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-451-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-451-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse I - DCCED 10-DC-011:		1,000,000.00	.00	102,006.16	897,993.84	897,993.84	.00
Phse II - DCCED 10-DC-011							
426-452-70110	Administration	.00	.00	.00	.00	.00	.00
426-452-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-452-70130	Construction	.00	.00	.00	.00	.00	.00
426-452-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-452-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-452-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse II - DCCED 10-DC-011:		.00	.00	.00	.00	.00	.00
Phse I - DCCED 11-DC-197							
426-461-70110	Administration	62,500.00	.00	.00	.00	62,500.00	62,500.00

Period: 09/11

Account Number	Account Title	Total Project Budget	Prior Years Actual	2010 Prior year Actual	2011 Current year Actual	2011 Current year Budget	2011 Current year Remaining Budget
426-461-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-461-70130	Construction	1,940,000.00	.00	.00	1,872,445.00	1,940,000.00	67,555.00
426-461-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-461-70150	Construction Contingency	410,000.00	.00	.00	.00	410,000.00	410,000.00
426-461-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse I - DCCED 11-DC-197:		2,412,500.00	.00	.00	1,872,445.00	2,412,500.00	540,055.00
Phse II - DCCED 11-DC-197							
426-462-70110	Administration	62,500.00	.00	.00	.00	62,500.00	62,500.00
426-462-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-462-70130	Construction	.00	.00	.00	.00	.00	.00
426-462-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-462-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-462-70160	Art	25,000.00	.00	.00	.00	25,000.00	25,000.00
Total Phse II - DCCED 11-DC-197:		87,500.00	.00	.00	.00	87,500.00	87,500.00
Phse I - DCCED 11-DC-626							
426-471-70110	Administration	50,000.00	.00	.00	.00	50,000.00	50,000.00
426-471-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-471-70130	Construction	1,880,000.00	.00	.00	2,000,000.00	1,880,000.00	120,000.00-
426-471-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-471-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-471-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse I - DCCED 11-DC-626:		1,930,000.00	.00	.00	2,000,000.00	1,930,000.00	70,000.00-
Phse II - DCCED 11-DC-626							
426-472-70110	Administration	50,000.00	.00	.00	.00	50,000.00	50,000.00
426-472-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-472-70130	Construction	.00	.00	.00	.00	.00	.00
426-472-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-472-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-472-70160	Art	20,000.00	.00	.00	.00	20,000.00	20,000.00
Total Phse II - DCCED 11-DC-626:		70,000.00	.00	.00	.00	70,000.00	70,000.00

Period: 09/11

Account Number	Account Title	Total Project Budget	Prior Years Actual	2010 Prior year Actual	2011 Current year Actual	2011 Current year Budget	2011 Current year Remaining Budget
Phse I - EVOSTC							
426-481-70110	Administration	.00	.00	.00	.00	.00	.00
426-481-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-481-70130	Construction	.00	.00	.00	.00	.00	.00
426-481-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-481-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-481-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse I - EVOSTC:		.00	.00	.00	.00	.00	.00
Phse II - EVOSTC							
426-482-70110	Administration	.00	.00	.00	.00	.00	.00
426-482-70120	Project Manager	.00	.00	.00	.00	.00	.00
426-482-70130	Construction	7,000,000.00	.00	.00	.00	7,000,000.00	7,000,000.00
426-482-70140	Construction Managment	.00	.00	.00	.00	.00	.00
426-482-70150	Construction Contingency	.00	.00	.00	.00	.00	.00
426-482-70160	Art	.00	.00	.00	.00	.00	.00
Total Phse II - EVOSTC:		7,000,000.00	.00	.00	.00	7,000,000.00	7,000,000.00
Interfund Transfers Out							
426-901-57411	Transfer to General Fund	.00	.00	.00	.00	.00	.00
Total Interfund Transfers Out:		.00	.00	.00	.00	.00	.00
Total Expenditure:		17,141,879.90	315,455.98	2,411,761.66	5,244,551.08	14,414,662.26	9,170,111.18
Net Grand Totals:		15,100.00	123,662.60	1,522,135.68	797,843.35-	1,630,698.28-	832,854.93-

To: City Council; City Manager; City Clerk
CC: Historical Society, Library Board
From: Cathy Sherman, Information Services Director
Date: September 30, 2011
RE: 3rd Quarter Report -- Information Services Department



CORDOVA HISTORICAL MUSEUM:

- Exhibits: “2011 Fish Follies;” “Wearable Art Retrospective”
- **Visitation: (Compared to 3618 last year)**
- July: 1261 August: 1215 September: 838
- **Programs:** ‘Can’t Run and Never Will – the History of the Copper River and Northwestern Railway;’ ‘Building the Mile 13 Airport and the Military Base of World War II;’ ‘Merle K. Mudhole Smith – Cordova Legend’
- Provided **Visitor Information** for summer visitors and seasonal sport fishermen
- Continued worked with curator Aurora Lang on CHS outstanding **loans** in preparation for move to Cordova Center.
- Curator Aurora Lang, Museum Assistant Mimi Briggs and Director Cathy Sherman as well as Trustees Victoria Baker and Virginia Lacy **attended annual Museums Alaska and Alaska Historical Society Conference in Valdez.** Aurora, Virginia and Cathy were all **presenters** at the annual statewide event.
- Continued work and review of **Museum Policies and Procedures Manual;**
- Historical Society current **membership** as of September 30, 2011 is **225** with a breakdown as follows: 35 Family/ 132 Individual/ 2 Honorary/ 49 Lifetime/ 7 Supporting.

CORDOVA PUBLIC LIBRARY:

- **Visitation: 10513 Circulation: 3965 ListenAlaska: 650**
- **Internet Use (PAC): N/A WiFi: 975**
- **Programs** – Continued and concluded Summer Reading/ Art Program;
- Completed Public Library Assistance **Grant Final Report and Annual Public Library Statistics**
- Held monthly library **staff meetings** and continued **training** on collection assessment and ListenAlaska; Staff also worked on Cordova Center move preparations
- Continued perfecting the operations of Cassie timed **management software** for Library;
- **Proctored exams** for college students.
- Installed **new software and educational games** on Children’s computers.
- Began **Assessment** of Videos/ DVDs and continued assessment of Adult Fiction and Adult Non-Fiction Collections;
- Continued **review of Library Policies and Procedures** with Library Board and Staff



INFORMATION SERVICES:

- Completed employee evaluations as scheduled;
- Completed 3rd quarter schedules;
- Updated City website; Continued work on museum website revamp.
- Met with Arctic IT regarding planning for technology in the Cordova Center and regarding budgetary needs for FY2012; worked with Arctic IT on technology requests for city staff; Completed maintenance on all library/museum work stations.
- Assisted City Manager by beginning research on internet use for city
- Met with City Planner and Public Works Director and NVE representative regarding Recycling in the community and plans for continuation of program



CORDOVA CENTER: Third Quarter Report 2011

Phase I construction is making huge headway this quarter. Anticipated completion date for this phase is now March 2012. Steel erection and roofing are now well underway with final concrete pours being completed by the end of October. Final submittals for windows and masonry are forthcoming. Phase II plans are back in the hands of the design team for final completion and anticipated to be back to the owners review by mid November. Phase II will most likely be out to bid in early 2012.

FUNDING:

- Completed Cordova Center funding reports (to date) for City Manager, Finance Director, City Council and Owners Group
- Met with Rasmuson Representative Jasyon Smart regarding Letter of Intent and Timing for Cordova Center.
- Completed coding of all CC Phase I billings.
- Worked with Mayor, Manager, City Lobbyist and Congressional Delegation Aides to provide history and background on EVOS Trustee Council funding. Continued communication with Alaska State Department of Law regarding EVOS Cordova Center funding. As of 10.7.11, funding was released to the DCCED for disbursement to the City.

CAPITAL CAMPAIGN/ PUBLICITY

- Updated webpage; blogs and provided community email updates.
- Almost have completed sign board to be placed on building site.
- Providing regular updates to local news media and Phase I funders.
- Providing regular updates to City Council; Cordova Chamber of Commerce

CORDOVA CENTER TASK FORCE

- Continuing to coordinate and work with Dan Chandler and Dave Peterson of OAC Services to provide consultation regarding completion schedule and resolution of cases and credits for Phase I. As well as preparations for Phase II
- Met to review funding and financial picture for remainder of Phase I and Phase II

CONSTRUCTION DOCUMENTS AND PLANNING

- Completed all Cordova Center filing. Established record keeping system for project;

CONSTRUCTION

- Attended all Owner's Meetings and Construction meetings.

PHASE II

- Continuing to meet with Cordova Chamber of Commerce to coordinate and develop short term and long term marketing for Cordova Center; as well as develop infrastructure plan for community; and complete business plan.
- Meeting with Stage of the Tides Theatre Group; Cordova Arts and Pageants; Dance groups, Prince William Science Center and Cordova Chamber regarding final review of the theater plans for Phase II
- Project Manager and Project Coordinator teleconference with MRV and Design Team regarding Phase II

Memo

To: City Council
From: Susan Herschleb / Director of Parks and Recreation
CC: Mark Lynch
Date: 10/13/2011
Re: 3rd quarter report

Dear Council,

The 3rd quarter was a busy one! We like to see that pass sales have increased by \$6,431.00. This means that our new pass structure is working. I venture to say that the new equipment and renovated space has helped as well.

Drop-in revenue is up. This is likely due to the summer \$10.00 drop in-rate. I reported that there was initially some resistance to this rate but people who are serious about using our facilities are almost always more suited to a pass. I have to remind people that a game of basketball or a sauna is enjoyable; just like a milkshake or a beer at the local pub... It's a choice.

Programming is steady and summer camp was our best year ever. Everyday we had 5-6 kids on a waitlist – I'll never forget the day we started counting heads on the school bus and some how we had 28 kids! 24 is usually our limit; thank goodness we weren't going on a canoe trip or hike!

Skater's Cabin revenue is up this year. We did recognize a serious need for signage at the cabin. For some reason local folks started hanging out on the beach without checking to see if the cabin was rented. I can't tell you how many trips I made to the cabin to clear the beach for a renter from out of town. This is just one example of a very long list of problems that could be easily resolved through signage at the cabin. The new swim platform was a hit; we received nothing but positive feedback.

We see that Odiak Camper Park is a bit lower this quarter when compared to last year. We had a number of people leave earlier in the season and we have quite a few delinquent payments. The revenue will continue to trickle in but we may see payments after the first of the year. We know that with tenants on a waitlist for a space next year and limited RV parking available in town, we **will** receive payment prior to April of 2012 or they will forfeit their space.

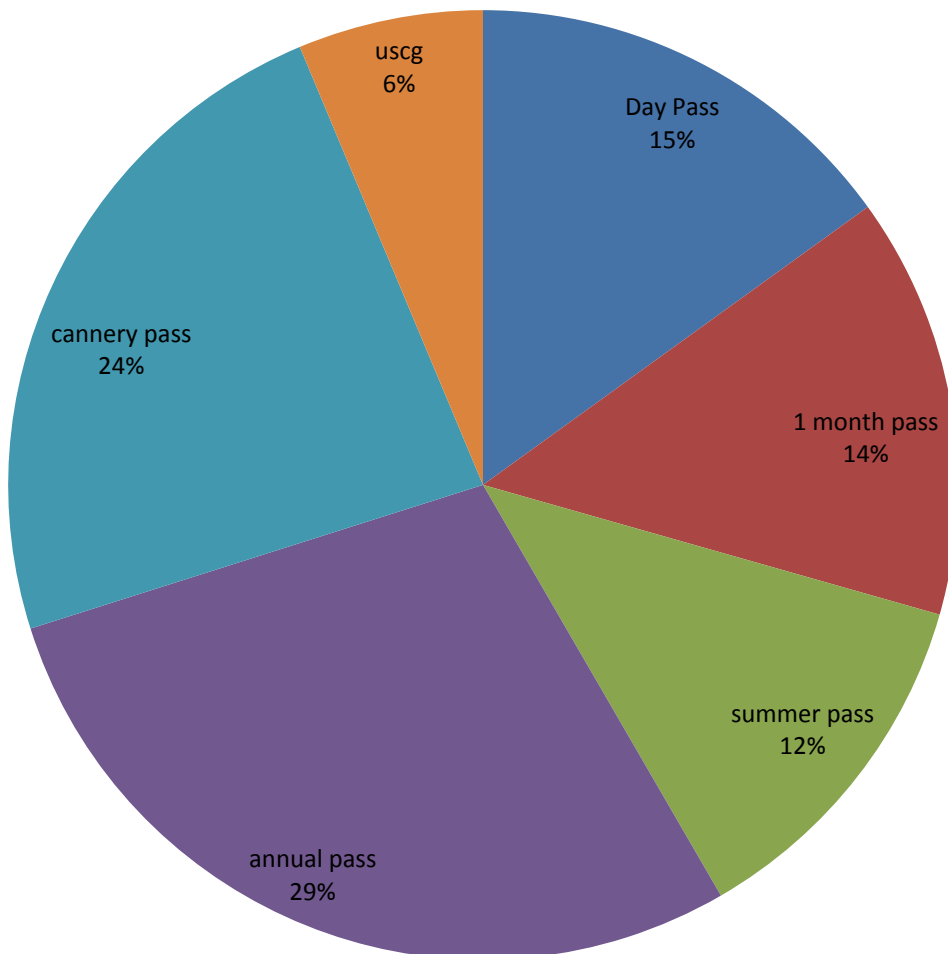
City of Cordova - Parks and Recreation Dept.

Bidarki Rec. Center 3rd Quarter 2011

3rd Quarter Revenue 2011

	Month	Drop in	Passes	Programs	S.Cabin	Odiak	Other	Total	
	July	\$ 1,256.00	\$ 6,551.00	\$ 3,765.00	\$ 280.00	\$ 9,724.12	\$ 50.00	\$21,626.12	
	August	\$ 1,275.00	\$ 1,530.00	\$ 860.00	\$ 645.00	\$ 12,841.97	\$ 350.00	\$17,501.97	
	September	\$ 614.00	\$ 3,204.00	\$ 200.00	\$ 510.00	\$ 12,488.28		\$17,016.28	
	Total	\$ 3,145.00	\$ 11,285.00	\$ 4,825.00	\$ 1,435.00	\$ 35,054.37	\$ 400.00	\$56,144.37	
	Aero	Tot Time	HS Gym	Y.Programming	Adt. B Ball	Adt V Ball	WR	OG	Total
July	200	45	5	225	80	90	1250	785	2680
August	200	60	4	200	80	90	1200	680	2514
September	125	62	20	140	80	90	1200	820	2537
Total	525	167	29	565	240	270	3650	2285	7731

**Bidarki Rec Center
Pass Type / Facility Usage
July - August 2011**



City of Cordova
PUBLIC WORKS DEPARTMENT
3rd Quarter Report

July – August - September
2011

The Public Works Department is comprised of 4 Divisions. Major activities for each Division include the following:

ADMINISTRATION DIVISION

A wide variety of issues came up requiring my attention including, but not limited to, the following:

- Completed Observation Way road bed rehabilitation
- Made second attempt presentation for implementing the sewer rate hike previously approved by City Council
- Assisted the Sewer Division in establishing methods for permit compliance work for the waste water treatment plant discharge limits
- Submitted a proposal addressing WWTP discharge limit compliance to ADEC
- Completed work on the street-to-dock transition at the Coast Guard t-dock by a private contractor
- Received special use permit from AK Dept of Transportation for replacing the culvert at Eccles Estates
- Finalizing paperwork to obtain our Dam Certificate of Approval for the Meals Reservoir
- Presented proposal to ADEC to use the Eyak WTP as a full time water source in compliance with LT2
- Department-wide cook-out was held to offer assessment of current public works status
- Began surplus sale preparation for all Divisions scheduled for November

Sincerely,
Moe Zamarron
Director of Public Works

FACILITIES MAINTENANCE DIVISION

This includes one ½ time position to conduct building repairs and service mechanical components and one full-time custodial position. The following buildings are repaired and maintained in whole or in part by this Division.

- City Hall / Police Station
- Library
- Chamber of Commerce
- Bidarki

- Pool
- City Shop
- Harbor Restrooms (Custodial only)

Daily rounds are conducted of each building to ensure systems are functioning properly. Often small repairs are required such as repairing or replacing hinges, stuck windows, squeaky doors, weather-stripping, switches, light bulbs, installing signs, painting, etc.

POOL

Repaired the boiler flue pipe attachment

LIBRARY / MUSEUM

Miscellaneous minor repairs.
Traced electrical problems

CHAMBER OF COMMERCE

Nothing to report.

EYAK WATER TREATMENT PLANT

Miscellaneous minor repairs.
Assisted with machinery replacement

BIDARKI

Miscellaneous minor repairs.
Air handler filter replacement

WASTEWATER TREATMENT PLANT

Miscellaneous minor repairs.

CITY SHOP

Miscellaneous minor repairs.

CUSTODIAL

Daily cleaning / trash pickup rounds are conducted at the following buildings:

- Bidarki
- Harbormaster's Office
- Harbor North Restroom
- City Hall / Police Station
- Library / Council Chambers

Sincerely,

Rick Johnson
Maintenance I

Chris Fariss
Custodian

STREETS DIVISION

A wide variety of issues came up including, but not limited to, the following:

- Completed Observation Way road bed rehabilitation
- Completed chip seal project of City streets
- Assisted the Water Division in repairs on Spruce and Cedar Streets
- Set up service arrangement for the Refuse Division equipment and facilities
- Began winterizing the road maintenance equipment
- Ordered materials for replacing the culvert at Eccles Estates
- Continued OSHA compliance measures
- Provided support to the Parks and Rec Department for the Children's Memorial Park

REFUSE DIVISION

A wide variety of issues came up including, but not limited to, the following:

- Continuing a facility-wide cleanup at the baler
- Completed the scrap metal recovery program with S&R Recyclers
- Hazardous materials disposal completed for the first half of 2011
- Began winterization of equipment
- Scheduled tire change for the F450 refuse truck

WATER & WASTEWATER DIVISION

DAILY WORK DUTIES

Water Sources are checked daily/seven days a week for chlorine residual, turbidity, pH, UVT and general operations (Orca, Murcheson, & Meals). Three locations within the system are checked daily/ five days a week for chlorine residual, turbidity, and general operations (Harbor, Bidarki, & Hospital). Morning sewer lifts station checks (Whiskey Ridge, Murcheson, Eyak, Ferry Dock, Morpac, & Main lift station (South Second ST.)). Operate sludge dewatering system. Make polymer. Deliver sludge to 17 mile. Routine lab work & plant maintenance.

WEEKLY WORK DUTIES

Collect bi-weekly coliform samples. Clean the Wastewater Treatment Plant and Lift Stations. Calibrate meters/monitoring equipment. Download/transfer all data from all three sources. Test/check back-up generators. Exercise Micro Screen Drums.

MONTHLY WORK DUTIES

Quality control / Quality assurance for Lab. EPA/DEC wastewater reports, DEC water reports, DEC DBP (Disinfection Byproducts Rule) Reports. Read water meters. Deliver shut-off notices, disconnect for nonpayment. Collect monthly samples. Backwash filters at Eyak WTP. Check catchments. Drain, Cleaned/Wash Micro Screen Room & chlorine contact chamber.

MISCELLANEOUS

- Performed 35 water sample test for customers (PWSAC, Trident North, & Ocean Beauty).
- Performed 24 locate, throughout the City limits where water/sewer mains are available.

- Performed 4 water shut-off/turn on, due to nonpayment or requested by the customers.
- Hauled load of chlorine to Meals WTP 21 times.
- Hauled load of chlorine to Wastewater Treatment plant 20 times.
- Delivered & installed backflow preventer to the hospital.
- Checked on Wilson Construction work on Lake Ave. (oil separator).
- Flushed water main on Power Creek Rd.
- Worked on Eyak WTP.
- Temp (6) crew to Heney Creek, Murcheson, & Meals to work on trail, water catchment and brush cut around WTPs & Lift stations buildings for 3 months.
- Worked on Meals chlorine generator.
- Checked on digs (Wilson & CEC).
- Worked on pipe racks.
- Worked on dewater building, re-setting dewater parameters.
- Gave city insurance tour of STP, for OSHA prep.
- Worked on WWTP OSHA requirements for insurance.
- Cleaned & used vacuor at Whiskey Ridge wet well lift station.
- Responded to Orca for high turbidity alarm & low chlorine alarm.
- Hauled chlorine to Orca & worked on chlorine generator.
- Worked on metering pumps at EWTP.
- Notified customer of water/sewer account.
- Responded to 321 First St. water leak.
- Worked on EWTP filter controls with electrician Paul Cloyd.
- Called to Orca, high turbidity alarm.
- Checked all WTP & lift stations due to power outage.
- Met John Hallinan w/CH2MHill in regards to EWTP filter controls & programming.
- Worked on dewater somat press.
- Inventory electrical parts & materials for CH2MHill for returns.
- Contacted Chris Foley w/ADEC regards DMR.
- Collected, performed tests, and mailed samples of mixing zone for 3 months, per APDES permit.
- Mailed out Mixing Zone (ammonia, salinity, & enterococci) samples to Analytica in Anchorage via Alaska Airlines Gold Streak.
- Worked on relocating waste line of dewater building to digester (test).
- Ordered waste oil boiler parts
- Worked on somat effluent line.
- Donated delivered old SCBA's to Fire Dept.
- Prep for CRH water shut off for repair.
- Responded to City Hall Water leak.
- Worked w/ Moe Zamarron on COBC grant & notice of fee increase.
- Worked on manhole repair on Heinrich Loop.
- Worked on dewater sump pump discharge.
- Repaired water main leak on City Hall drive way.
- Replaced cell cables on EWTP chlorine gen.
- To CCMC for STP immunizations.
- Cleaned main valve box on Council & Water St.
- Vactored head works by-pass channel.
- Took Dam engineers to Meals reservoir to evaluate reservoir.

- Pressure test on fire hydrant on Copper River Hwy & Chase and isolated main valve on Wolf Hill & Chase.
- Installed & removed backflow preventer on First St & Browning Ave. for Cordova Center Contractors 10 days.
- Checked manholes for I & I.
- Checked on Queen' Chair dig (Eagle).
- Replaced punctured tire on 2006 Ford F150.
- Responded to possible water leak, leak at 700 3rd St. (chlorine detected.)
- Responded to turbidity alarm at Orca WTP.
- Responded to possible water leak at 811 Chase Ave (Per Nolan). No leak, found water service valve not fully open, leaking through weep hole.
- Worked on Orca brine tank float switch.
- Contacted Yukon about dewater building gas monitor check & maintenance.
- Worked w/ Moe Z. and Chris Foley w/ ADEC in regards to COBC non-compliance on May & June (resolved/ back in compliance).
- Sent letter to US Forest Service Notice of rate/fee increase.
- Worked on OSHA to do list, worked on moving parts & materials off mezzanine.
- To Heney Creek trail to check on trail crew & stabilization of water pipe.
- Cleaned/vactored manhole on Lake Ave. and 7th St.
- Painted stand & 2 HP pump.
- Replaced 10 HP pump with 2 HP pump for sump in micro screen room.
- Responded to high turbidity alarm at Orca WTP.
- Made repair on Arvidson water leak on 3rd St, between Adams Ave. & Lake Ave.
- Responded to Utility Supervisors meeting on First St. & Observation St, planning of road erosion repair.
- Worked on pouring concrete diamond around valve box on Adams.
- Repaired fire hydrant on Seafood lane across from Paul Kelly's residence.
- Responded to water complaint from Copper River Seafoods & Trident North, due to sand & debris (pine needles) from city water. Flushed hydrants by canneries and cleared sand & debris of city water.
- Troubleshoot gas detector in dewater building.
- Replaced switches & boxes for shop light switches assembly.
- Made repairs on Meals generator cells.
- Worked on STP chlorine tank for micro screen room.
- Worked on clearing plug on Eyak lift station.
- Worked on getting Orca & Meals WTP back on-line.
- Flushed Woodland Drive, due to water complaint (no water pressure). Pressure is good at 35 psi.
- Found float switch on Meals brine tank sticking, making water to over brine tank, made repairs.
- Met with Moe Z., Sam G. & Faith WJ with planning in regards to Tom Bailer's property on CRH & Whitshed Rd (old Eyak Packing).
- Responded to low level tank alarm. Restarted Murcheson & Orca WTP, made repairs to Meals chlorine line and placed it in by-pass to re-fresh tank.
- Received Idexx order (quantity trays, UV light, comparators, water bath incubator, sealer, and substrates) for testing e-coli & enterococci.
- Met w/Moe Z. in regards to upgrade & repairs.
- Cleaned 2 manholes on Seafood Ln.
- Worked on EWTP SCADA.

- Cleaned & washed Ferry Dock lift station well, someone had dumped about 150 gallons of waste oil & oil absorbent rags into the wet well.
- Called out to excessive run alarm at Ferry Dock lift station.
- Made repairs to Meals.
- Inspected manholes on Seafood LN., Breakwater Ave., & Ferry Dock during high tide. Found water leaking in through base of manhole.
- Tapped 3 (2 - 1" & a ¾" water services) on Whitshed Rd & CRH relocating 3 water line services.
- Replaced sump pump at Eyak LS.
- Ran Eyak WTP filters to waste.
- Setup lab performance evaluation for lab operator.
- Replaced 2 HP sump pump with 10 HP sump pump back, due to 2 HP cannot keep up with pista grit cycle. This causes flooding in the dewater building.
- Worked on check valve & level transducer on Ferry Dock (check valve plugged with absorbent rags).
- Troubleshoot ultrasonic level transducer at Ferry Dock lift station, damage needed to replaced.
- Sent flat tire from sludge truck to shop for repairs.
- Responded to run fail alarm at Odiak LS, high turbidity alarm Orca, and pump down Ferry Dock LS.
- Put Orca & Murcheson back online.
- Wilson Construction borrowed HDPE welder for Cordova Center work.
- Pressure washed Ferry Dock LS wet well.
- Vactor truck had a hydraulic leak/spill at Ferry Dock LS, contained & cleaned up hydraulic spill.
- Met Moe Z/ had a teleconference with ADEC in regards to Cordova meeting COBC & APDES compliance requirements.
- Replaced level transducer from Ferry Dock LS.
- Cut brushes & trees on upper Spruce, prepping for dig.
- Coordinated Spruce & Cedar dig with CEC, GCI, & CTC.
- Worked on Eyak WTP filter valves actuators.

Sincerely,
 Malvin Fajardo
 Water / Wastewater Superintendent

Memorandum

To: City Council and Mark Lynch, City Manager
From: Samantha Greenwood, City Planner and Faith Wheeler-Jeppson, Assistant Planner
Date: 10/13/11
RE: Quarterly Report, 3rd Quarter 2011

The following is a summary of the activities the Planning Department has been involved in during the 3rd quarter period.

Current Planning Activities

Staff has worked on multiple property disposals. Two lots on the South Fill are in the closing period and should be complete in 60 days. Lots 1-4 in the Original Townsite have been awarded and are in the purchase agreement/closing portion of the sale. Harborside Pizza and Trident sales are complete.

Shoreside purchase is moving forward; lawyers are working on easements for fuel lines running under the city dock and the purchase agreements. The easement and fuel dock are being surveyed.

The 2006 land disposal maps have been finalized by the P&Z group.

Working on grant to help with cost of updating the Hazard Mitigation Plan required update accepted by August 2013

Code revision update

The paralegal is working on definitions for all sections

Chapter 16 is almost, oh so close, to final draft. We are still working on determining the best options for the city dealing with the international building codes and fire, life and safety reviews. We are also reviewing other city codes to determine additions and deletions that have been made concerning the International residential code. All sections have been cleaned up and/or re-written.

Chapter 17 We have a rough draft for this chapter we are still researching sections to address utility easement vacations, site plan reviews being done by staff, streamlined process for plat lot line adjustments and merging of lot lines, and an overall review of the platting process.

Chapter 18 P&Z has reviewed 2 sections of this code and provided comment, suggestions and edits. This will be our last section and most complex. I have been collecting samples of other city codes and we have been making a list of problem areas in this section.

Chapter 5.22 is has been reviewed by P&Z and the edits have been made. Review and discussion with city manager and lawyer are next.

Progress is being made with Samson: we have had discussion with Samson and added some additional terms to the land swap agreement; the agreement is back to the lawyers and staff (both City and Samson) for review. A phase 1 environmental study was done on both properties and has come back with no issues being noted.

Chugach Alaska Corporation has promised a proposal for swapping the shipyard lot in the near future it is currently being reviewed by their legal staff.

Staff has received numerous calls and office visits during this period mostly related to ongoing projects, Building Permits and Zoning related matters.

Building Permits issued in the 3rd Quarter.

July Permits

- Lyle Kritchen, 6 Mile CRH for 2 new construction warehouses.
- Moe Zamarron, 524 Second Street for a complete renovation to an existing structure.
- James Webber, 2108 Copper River Highway for a new construction residence.
- Becky Chapek, 150 Sawmill Bay Road for placement of a modular unit.
- Lynna Merritt, 604 Fifth Street for renovations/repairs to an existing structure.

August Permits

- Jim Kallander, 304 Orca Inlet Drive for a roof over and existing deck.
- NPRHA, 700 Sixth St. for shingle replacement.
- NPRHA, 1003 Lake Ave. for shingle replacement.
- NPRHA, 1000 Chase Ave. for shingle replacement.
- Robert Bonnell, 1914 Copper River Highway for a deck replacement.
- John Campbell, 1006 Whitshed Rd. for a snow roof.

September Permits

- Karl Steen, 511 Third Street, for a residential addition.
- Byler Contracting, 100 Fisherman Avenue, for the ILP Classroom.
- Stephen Schmid, 412 First Street, for a covered Fire Escape and exterior door.
- Deborah Batin, 1 Alpine Falls Circle, for a Single Family Residence.

Long Range Planning Activities

Continue to work on electronic file structure and organization moving towards paperless as much as possible.

Continue to update parcel layer with spatial and tabular data

Work with Clerks Office to get a map and tax table on the web page.

Have all forms and pertinent information on web page for public access.

In conclusion, this constitutes part of the activities that have occurred during the 3rd quarter of 2011. Feel free to contact me if you have any questions.

CORDOVA VOLUNTEER FIRE DEPARTMENT

Quarterly Report

In this 3rd quarter the Cordova Volunteer Fire Department responded to 45 calls for fire, rescue and EMS for a total of 310 member hours. In addition to the emergency calls, the volunteers of the fire department participated in the regular Thursday night meetings, public education and other activities for a total of 1,206.5 member hours to include emergency calls.

The Fire department in conjunction with the State of Alaska DOT and other agencies participated in a mass casualty drill held at the 13 mile airport. More than 40 victims and more than 30 emergency responders participated in this bi-annual event. We can say that was a success and all of our goals were accomplished.

Also during this quarter three members of the Fire department participated in the 50th annual Alaska State Firefighters conference held in Fairbanks. The three members attended classes in Engine Operations, Airport firefighting and Rescue, Propane emergencies, Firefighter Safety and Survival, Fire Officer training and development, Fire Investigation, Fire Prevention program development, SCBA Air management program, and UL Fire research on light weight wood construction. The three members also participated in the firefighting competition.

Please see attached detail monthly activity sheets attached for more information on fire department activities.

Monthly Activity 7-11

			Attendance	Hours	Total Man Hours
Date	Thursday Meetings				
7/7	Run reviews		5	1	5
7/7	Ladder training		11	3	33
7/14	Business meeting		15	2	30
7/21	Purple Thursday		12	4	48
7/28	Ladder rescue		13	3	39
	Total		56	13	155
Date	Public Education Taught				
	Total		0	0	0
Date	Other Activities				
7/13	E-3 water fight with the 4H camp		2	1	2
7/27	Recruitment meeting		3	0.5	1.5
7/28	Recruitment meeting		7	1.5	10.5
7/29	Salmon Jam recruitment booth		6	3	18
7/30	Salmon Jam recruitment booth		5	3	15
7/30	Salmon run		5	7	35
	Total		28	16	82
Date		Fire Runs			
7/12	11-25	MVC	10	2.5	25
7/16	11-26	Smoke reported in Apt D-3	12	0.5	6
7/22	11-27	Automated alarm	11	0.5	5.5
7/22	11-28	Automated alarm	9	0.5	4.5
7/24	11-29	Automated alarm	12	0.5	6
		Total	54	4.5	47
Date		Amb. Runs			
7/4	11-061	Fall victim	4	0.5	2
7/6	11-062	Medical transport	3	1.5	4.5
7/7	11-063	Woman having difficulty with portable O2	4	1	4
7/12	11-064	2 victim MVC	10	1	10
7/15	11-065	Fall victim	4	0.5	2
7/16	11-066	Woman with hallucinations	3	1.5	4.5
7/16	11-067	Medical transport	3	2	6
7/17	11-068	Medical transport	3	1.5	4.5
7/18	11-069	Woman with back pain	6	1.5	9
7/18	11-070	Medical transport	2	1.5	3
7/18	11-071	Man with chest pain	6	1.5	9
7/19	11-072	Medical transport	3	1.5	4.5
7/20	11-073	Man vomiting blood	3	1	3
7/20	11-074	Medical transport	2	1.5	3
7/22	11-075	Man with chest pair	3	1	3
7/31	11-076	Tylenol overdose	3	1.5	4.5
7/31	11-077	Medical transport	3	2	6
		Total	65	22.5	82.5
		Total hours for the month of July			366.5

Monthly Activity 8-11

			Attendance	Hours	Total Man Hours
Date	Thursday Meetings				
8/4	Run reviews		10	1	10
8/4	Preparation for the open house		16	3	48
8/11	Business meeting		20	1	20
8/18	Live fire training		15	3.5	52.5
8/25	Medical assessments		3	2	6
8/25	Inventory		9	2	18
	Total		73	12.5	154.5
Date	Public Education Taught				
	Total		0	0	0
Date	Other Activities				
8/1	E-3 clean-up		3	2	6
8/3	R-1 clean-up		3	2	6
8/6	CVFD open house		19	7	133
	Total		25	11	145
Date		Fire Runs			
8/12	Search and rescue with USCG		15	3	45
8/23	Man pinned under vehicle		7	0.5	3.5
8/25	Building collapse		12	1	12
	Total		34	4.5	60.5
Date	Amb. Runs				
8/2	11-078	Medical transport	3	2	6
8/7	11-079	Possible stroke	11	1	11
8/12	11-080	Medical transport	3	2	6
8/17	11-081	Seizure	3	1	3
8/18	11-083	Medical transport	3	1.5	4.5
8/20	11-084	Trailer fell on a man	2	0.5	1
8/22	11-085	Man with a trapped hand	3	0.5	1.5
8/26	11-086	Drunk who has fallen	3	1	3
8/26	11-087	Medical transport	3	1.5	4.5
8/28	11-088	Kidney pain	3	1	3
8/29	11-089	Incapacitated person vomiting	3	0.5	1.5
8/30	11-090	Woman complaining of back pain	3	1	3
	Total		43	13.5	48
	Total hours for the month of August				408

Monthly Activity 9-11

			Attendance	Hours	Total Man Hours
Date	Thursday Meetings				
9/1	Triage training		12	2	24
9/8	Business meeting		18	1.5	27
9/15	Preparation for the DOT Drill		20	2.5	50
9/22	DOT Drill critique and trailer restock		13	3	39
9/29	Golden stethoscope		15	2.5	37.5
	Total		78	11.5	177.5
Date	Public Education Taught				
	Total		0	0	0
Date	Other Activities				
9/10	Car wash		8	6	48
9/11	9-11 Memorial ceremony		11	1.5	16.5
9/14	Moulage class setup		2	1.5	3
9/14	Moulage class		5	3	15
9/17	Moulage for DOT Drill		5	3	15
9/17	DOT Drill		17	5	85
	Total		48	20	182.5
Date		Fire Runs			
9/1	11-033	Automated alarm at Trident North	8	0.5	4
9/2	11-034	Assist Medics to free a person from a conveyor belt	8	0.5	4
9/16	11-035	Smoke coming from an outlet	1	1	1
		Total	17	2	9
Date		Amb. Runs			
9/2	11-091	Possible concussion	3	0.5	1.5
9/2	11-092	Man stuck in equipment	4	1	4
9/2	11-093	Medical transport	5	1.5	7.5
9/3	11-094	Girl has passed out	3	1.5	4.5
9/4	11-095	Woman fell and can't get up	3	1	3
9/6	11-096	Unconscious man	4	1	4
9/9	11-097	Man that fell 15 feet	5	0.5	2.5
9/9	11-098	Medical transport	3	1.5	4.5
9/12	11-099	Medical transport	3	1	3
9/16	11-100	Woman confused and disoriented	4	1.5	6
9/17	11-101	Medical transport	3	1.5	4.5
9/17	11-102	DOA	4	1.5	6
9/23	11-103	Medical transport	3	1.5	4.5
9/23	11-104	Medical transport	2	1.5	3
9/28	11-105	Medical transport	2	1.5	3
9/28	11-106	Medical transport	2	1	2
		Total	53	19.5	63.5
		Total hours for the month of September			432.5

Diane Wiese

P.O. Box 1031

6.5 Mile Copper River Highway Cordova, AK 99574

Tel: 907 4247755 Fax: 424-7756 windybay@ctcak.net

Mayor Jim Kallander
City Council Members
City of Cordova

Sunday, October 2, 2011

Dear Mayor Kallander & Council Members,

As Vice President of the Cordova Northwind Quilter's Guild (NWQG), and a tax paying citizen of Cordova, I would like to take this time to comment on the recently enacted building use fees for the Cordova School District.

NWQG is a non-profit organization dedicated to charitable and educational purposes. Our main objective is to further quilting excellence through educational classes & promote the appreciation of the art of making. Our members age ranges from 13 to 80's something. We have been meeting at CHS Library or Home Ec. Room since our inception in 1986, for 25 years without being charged to RENT the room. Our diverse group consists of CHS school students, fishermen, magistrates, CEO's, teachers, nurses, homemakers, city employees & business owners. The two things that all of us have in common is the we are all community volunteers and we all share a love for quilting. What we do and share effects the ENTIRE community.

We are the main support of 3 local businesses. Forget-me-not Fabrics, and two long arm machine quilters Cordova Comfort Quilting & The Quilting Studio.

We meet almost monthly for TIME 2 SEW at CHS and share our handcraft with anyone that wants to join in. And, although we encourage membership, \$15 per year to fund our scholarship program, we are always open to the public. During these monthly events we have donated fabric &

time and sewn for multitude of Community Service Projects including:

- * CMC Nursing Home Patients
- * Quilts for local cancer victims, families in need or experiencing loss due to fire.
- * The Project Lynus, supplying quilts to children in need or suffering from AIDS.
- * We are currently working on the Star of Valor project for members of the armed services.
- * We made and donated two identical quilts for the Cordova Center, one for raffle to raise funds for the Center and one that will be displayed in the future building.
- * We made and donated a "community quilt" for the Library/Museum depicting historic highlights of Cordova and the Iceworm Festival.
- * We made and donated 12 miniature quilts for the Cordova Arts and Pageants performance "The Quilter's", along with a queen sized quilt to raffle, proceeds going to Arts & Pageants.

Consider all we give to OUR school. We have supplied countless quilts for school raffles for Sports Programs, Problem Solver, Close-up, Volleyball, Cheerleading, & the Music Program.

Since 1987 (almost 25 years), we have given 2 Scholarships yearly to CHS students and as of 2007 both scholarships are renewable for 4 years for a Guild liability \$3000. We have given to the community and the school for 25 years.

That was until June 2011 when the school imposed a fee of \$15 per hour fee for the NWQG use of the Home Ec room. NWQG uses the school 2 or 3 days on a weekend and without any notice the school decided to enforce their billing policy on us. When we went to pick up the keys we were presented with a bill, bringing our guild events to an abrupt halt. This is the fee schedule for the policy in place. It is currently being revamped. Not to our satisfaction. Under the current fee schedule, here is what it would cost the NWQG to sew for the weekend

Friday 5pm-midnite. 7 hours	105.00
Saturday 10am-midnight. 14 hours	210.00
Sunday noon- 5pm. 5 hours	75.00
26 hours for a grand total of \$390 for the weekend.	

Under the new imposed fees, to meet monthly it would cost the Guild \$4680.00 yearly. Four times a year we use the Library as well, for a charge of an extra \$1560.00 for a grand total of \$6240 per year for our

group to meet. We have been using the school for 25 years. Why are we suddenly being charged? Who's pocket does all this money go in?

Sometimes our group is as few as 4-6 people, and sometimes there is as many as 40-50. Obviously 4-6 people cannot afford pay close to \$75-100 apiece to RENT one school room to raise \$\$ for scholarships or charities or work on our own projects. This new imposed fee has stopped us from functioning as a Guild because we, as a non-profit organization can't afford the new imposed RENTAL fees.

Our non-profit organization leaves no footprint on the facility. We do not require janitors. There has never been an incident pertaining to destruction of property or security while we are using the facility. We each bring our own equipment. The building is already heated and the minimal costs of the electricity used should be offset by the \$3000+ we already give back to the school in the form of scholarships and raffle quilts to fund sports and other educational school programs.

I have been a voting & taxpaying citizen for in Cordova 35+ years, and feel an ownership of these school/public buildings that I have paid for through property taxes and supporting bonds for improvements. I feel ALL non-profit organizations especially one as charitable to the school system and community as the NWQG should get us use the facility free of charge and the "building use code" should be changed to include a clause for all non-profit organizations.

Since the Schools are public buildings, that the public has already paid for and continues to pay for, what gives the School Superintendent/ School board the right to charge NWQG or any citizen for the use of that public facility. How can he RENT a City owned building without the City Councils approval? I'm not charged for other public buildings that I use, like the museum or library. Why? Because I have already pay for the use of them every year when I pay my taxes. Why, all of the sudden, does the school need to RENT the facility to non-profit organizations and other organizations that are already so generous to the community & schools such as NVE and the Family Resource Center.

Where does this new RENT money go? To the City, who owns the building? Am I, as part owner of all the public buildings in Cordova going to receive a royalty check for all this new RENT revenue. Do I, as a part owner of these public buildings, have the right to stand at the door of a public building like the Library or Museum and charge \$15 per hour fee like the Superintendent is doing to the NWQG and other users of the public

school facility's. Since when is the Superintendent the School District my new self appointed Land Lord?

If this ridiculousness is so, you will find me at the EYAK River Landing in a toll booth charging a certain Superintendent & his family astronomical amounts of money for the daily use of the public boat launch & the public land he and his family recreate on, in order to re-coop my losses for having to RENT the school that I am already partial owner of. As he states in the attached summery of the first Facility Use Committee (FUC) meeting on the second page "Nothing is free".

NWQG recently had the pleasure of hosting International renowned "Green" Quilter, Bonnie Hunter for the September weekend of the 23-25th. Bonnie is so popular as a teacher and lecturer that we had to book this event 2 years in advance. We had never been charged for the school so we (well in advance) booked the Home Ec Room for Saturday and Sunday for 2-6 hour classes. We budgeted (airfare, lodging, trunk-show freight, meals for her travel) accordingly and sold the classes (limited to 20 each). We sold the class space according to our budget. Then the school wanted \$175. for the room RENTAL fee for the 12 hours we were going to hold class. As a non-profit org. we didn't have the money to pay and Mr. Nygard wouldn't "grandfather us in for no charge" disregarding the fact that we booked the event 2 years prior when there were no fees associated with the building use. We were forced at the last minute to find another venue for the class. So much for encouraging the use & care of public buildings.

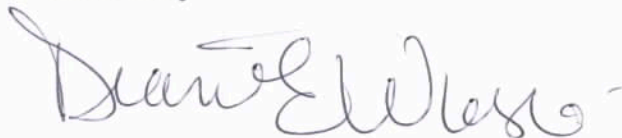
Currently the Facility Use Committee (FUC) has been meeting Tuesdays, 3:45 the Mt. Eccles Conference to figure out a new fee schedule. Mr. Nygard requested info from other similar sized school districts and we found that several small school districts did not RENT there facility at all, it was free to the public. Others districts charge a small fee when the organization itself was charging a fee for a class. Mr. Nygard, didn't want to discuss this because his mind is already made up. During this last meeting Mr. Nygard was making "special deals" for Arts & Pageants, wanting to meet privately and talk to Ms. Kopchak, suggesting part of their ticket sales as a fee instead of an hourly rate for practice times. Arts and Pageants has never been charged to use the facility before this new policy came into effect and shouldn't have to surrender a percentage of their ticket sales to RENT a facility we already pay for. He also made the generous decision to let the CFRC hold the Health Fair at no charge. Well, that was a "no brainer".

When I called the school 9/28 and asked on behalf of the NWQG to use the Home Ec Room to sew items for our Annual Tea & Auction that funds our scholarship funds, for the dates of, Oct. 7th from 5 PM-10 PM and Saturday 10 Am-10PM the "new" charge is now of \$60 per day for a total of \$120. We were once again forced find a new venue. Where is the consistency here? Is he just pulling numbers out of his magic hat? What gives him the right to make "special deals" to any group. According to several school board members, there was a metered study to find out just how much electricity each classroom used in a day and this information was requested in formulating the new fee schedule. It has been brought up not only at the FUC meeting but also at the last school board meeting. So far the school district can't find or won't produce this information. Are Superintendent Mr. Nygard's fee decisions based on how worthy he feels that group or organization is? He is not making any "special deals" for the NWQG. My personal feeling is he just doesn't want the NWQG is HIS school building and it is now a personal thing.

The next FUC Meeting is Tuesday, Oct 4th, 3:30 Mt. Eccles. Join us, we will be the ones beating our heads against a brick wall. One thing is for sure, were not backing down!

In closing, on a personal note, I am tired of people coming into our community for 4-5 years as a stepping stone for their future resume and making decisions that effect me for a lifetime while having no real commitment to the our community themselves. Lets focus on some real school issues. What is the real reason school needs to rent it's facility to the public? Is it running a deficit? Is it not working within it's budget? Why is the cost of school administration skyrocketing while the numbers of teachers is dwindling? How is more administration and less teachers for the betterment of the education of our students? Where are the RENT \$\$ going? Why is so much time being spent on a rental fee schedule?

Sincerely



Diane Wiese

Attached Facility Use Committee (FUC) notes: notice the lack of committee members. Notice how Mr. Nygard "reiterated the need for consistent enforcement" when there is NOTHING consistent about his billing rates. At least at the 2nd meeting some of the committee showed up. FUC notes from the last meeting

should be available at the next meeting. I find it interesting the entire FUC is made up of school employees and all work for Mr. Nygard except Dixon Sherman (school board member). Not one person on the committee is just a plain tax-paying local citizen of Cordova. I call that a stacked deck!

CORDOVA SCHOOL DISTRICT

PO Box 1330 * 675 Second Street
Cordova, Alaska 99574
(907) 424-3265 * FAX (907) 424-3271

Cordova Jr/Sr High School
(907) 424-3266
FAX (907) 424-5215

Mt. Eccles Elementary
(907) 424-3236
FAX (907) 424-3117

Facilities Use Committee notes

Committee members in attendance...Frank, Tina, Jim,
Audience members...quilters (6-8) present

I introduced the goal of the meeting was to discuss the cap for long term users that would allow for continued building use by all responsible users. I listed a 1st Day Use cap at \$100, a 2nd day cap at \$75 and all days beyond capping at \$50 per day. Frank suggested that the \$100 per day cap was still too much, but did not have an immediate recommendation.

I reiterated that this policy has not had any changes over the past several years, we are simply driven by the need to be consistent in our enforcement. I also stated that there were several groups that "fly under the radar" that need to be acknowledged/supported. I also apologized to the quilters for the inconvenience that this policy is bringing about (board revision approved 6/8/11).

Many quilters spoke of the fact that they were supporters of school (taxes/children in attendance/etc) and therefore should be allowed to use the facilities without such high costs. Further, where does this money go once collected (gen'l fund)?

We spoke further of certain groups regarding which category they fit into and the flexibility of each category. I mentioned that in the case of the quilters, they actually move from one category to the other (II/III) during the course of a year depending on the activity.

Ideas for payments...

The quilters suggested that their payments could be made directly to the district, or via scholarship monies directly to the students...but still struggle with any costs being charged at all. Again, monies collected go directly to our general fund for operations.

We have been successful in recognizing groups such as the CFRC and the Healthfair (no costs). Where there are activities where there are vendors

we have more of a tendency to charge for the space, although with the Annual Sobriety Celebration, substantial reduction in the assessed fees have always been supported.

In closing I committed to surveying all the districts in the state for some of their policy examples. I also referenced the times when community members prefer to use the high school weight room rather than Bidarki due to the costs associated with Bidarki. IceWorm Swimmers are required to purchase a Bidarki Pass in order to participate in the IceWorm Swim Team. In addition, the district assesses shop fees, tech fees, and activity's fees to students. Nothing is free. We also charge for admission to ball games for parents to come in and watch their own children.

Lots of challenges associated with fair/consistent use of the facilities. I will forward this material to the board for additional discussion and potentially a follow up facilities use committee meeting in advance of the scheduled October Board Meeting.



STATE OF ALASKA
DEPARTMENT OF
COMMERCE
COMMUNITY AND
ECONOMIC DEVELOPMENT

Division of Community and Regional Affairs

Sean Parnell, Governor
Susan K. Bell, Commissioner
Scott Ruby, Director

October 1, 2011

CERTIFIED/RETURN RECEIPT REQUESTED
7010-2780-0000-5221-1354

Mayor James Kallander
City of Cordova
P.O. Box 1210
Cordova, AK 99574

RE: 2011 FULL VALUE DETERMINATION

Dear Mayor Kallander:

As required by AS 14.17.510 (Public Schools Foundation Program), the Department of Commerce, Community, and Economic Development has determined that, as of January 1, 2011, the full and true value of taxable real and personal property within your municipality is as follows:

Real Property:	\$ 207,807,700
Personal Property	\$ 62,890,800
State Assessed Property (AS 43.56):	\$8,693,360
<hr/>	
TOTAL:	\$ 279,391,860

This full value determination may be appealed administratively by you within fifteen (15) days of receipt of this notice under the provisions of 3 AAC 130.092. In addition, AS 14.17.510 also allows for judicial review of the determination. If you have any questions concerning this full value determination for 2011, please contact our office at 269-4605.

Sincerely,

Steve Van Sant
State Assessor

110 Nicholoff Way
P.O. Box 1388
Cordova, Alaska 99574-1388
Ph (907) 424-7738 * Fax (907) 424-7739



RECEIVED
OCT 10 2011
City of Cordova

City of Cordova
PO Box 1210
Cordova AK 99574

City Council Members,

I want to share with you the good news that the Native Village of Eyak has budgeted funds through the Community Action for a Renewed Environment (CARE) grant to start a Scoop the Poop demonstration project. The Native Village of Eyak and the Copper River Watershed Project would like to begin a one-year pilot project to determine how placing dog waste baggie dispensers and dog waste baggie dispenser/receptacle style units at select locations within Cordova city limits will work for our community. I have met with the Parks and Rec. Department and they are willing to pick up dog waste receptacle bags if Council should decide to fund for the bags and labor needed to perform this service.

Education efforts have been underway in Cordova since May 2011 on the potential hazards and risks associated with un-scooped poop. Cordova has many dog owners that walk their dogs in town that have shown a lack of effort to pick up the dog waste that is left behind. In addition, many dogs roam free, and most Cordova homes do not have a fenced-in back yard. Dog waste that is left on the ground ends up in the storm water system. Once in the storm water system, the runoff from the dog waste is discharged untreated into water bodies that are used for recreation and fishing. This concern was brought up at the first CARE workshop and has been revisited since. It was voted on unanimously at the July CARE workshop that the purchase and installation of dog waste stations be put up. After the distribution and collection of "Scoop the Poop" polls, we know that our community recognizes that dog waste is a problem in Cordova. It is not only unsightly, but it poses a significant risk to our children, our water resources, and to our fisheries.

To make this project a success we will need the permission from the City Council on the placement of dog waste stations. The dog waste receptacles would need to be dumped once a week on the garbage pick up days by City of Cordova employees. We also seek permission for the placement of signs that indicate what and where these dog-waste stations are for education and location. NVE and CRWP will continue our education efforts for the duration of the project to ensure its success.

Thank you for your time,

A handwritten signature in blue ink that reads "Ivy Patton".

Ivy Patton
Brownfields/CARE Coordinator
(907)424-2231

From: Sen. Albert Kookesh [mailto:Senator_Albert_Kookesh@legis.state.ak.us]
Sent: Monday, October 10, 2011 12:08 PM
To: Sen. Albert Kookesh
Subject: Breaking News: Coastal Management Initiative

[For your information.](#)

Coastal Management

By Dave Donaldson

Plans for a renewed Coastal Management program are before the Parnell Administration – the first stop on a path that could end up on next fall’s ballot. The legislature this year refused a bill preventing the closure of a what was seen as a greatly weakened program designed to coordinate federal and state governmental agencies in coastal development projects.

However, Coastal Management supporters are now hoping to get more than 25-thousand signatures on their ballot initiative before the start of next year’s legislative session that begins January 17th. The legislature would then have the option of doing nothing – allowing the question to go before voters – or passing a similar bill of its own. The Lieutenant Governor has sixty days – during which time the Department of Law must determine whether the initiative meets constitutional requirements, At that time, supporters may begin gathering petition signatures.

Those who have seen the proposed initiative say it would reinstate the program within the Department of Commerce and would give the agency all the powers it had prior to 2003, when Governor Frank Murkowski made administrative changes to its authority.

As a spur for the initiative, the Department of Environmental Conservation Friday gave public notice of amendments and repeals of regulations dealing with the now-closed coastal management program.



FOR IMMEDIATE RELEASE
OCTOBER 5, 2011

CONTACT: ROBERT DILLON (202) 224-6977
or MEGAN HERMANN (202) 224-7875

Sen. Murkowski Introduces Reauthorization of Secure Rural Schools
Changes Needed to Federal Land Management to Ensure a Strong Economic Future for Rural Communities

WASHINGTON, D.C. – U.S. Sen. Lisa Murkowski, R-Alaska, today announced she will co-sponsor a bipartisan effort to re-authorize the Secure Rural Schools and Community Self-Determination Act.

The bill, to be introduced within the next week, will extend payments to boroughs and unorganized communities and schools in southeast and southcentral Alaska for five years, beginning in 2012. The legislation would also extend Payments in Lieu of Taxes (PILT) to boroughs and unorganized communities in the areas through 2017.

The Secure Rural Schools program, which is slated to expire at the end of this year, has historically shared revenue from U.S. Forest Service timber sales with local governments and schools, including communities in the Tongass and Chugach national forests. However, since timber sale levels have declined dramatically in recent years, Congress has provided supplemented funding.

“Since these communities cannot utilize the lands surrounding them to generate economic activity, they deserve a temporary safety net until Congress can put federal land management policy on a better path. Secure Rural Schools will provide the relief these communities need,” Murkowski said. “While I do not believe we should permanently extend programs that pay communities for not developing their natural resources, I do believe we owe these communities a lifeline.”

“We must return to a system where our federal forests are utilized to generate the jobs and economic activity they once did,” Murkowski said. “If I thought we could force such a shift in this Congress, I would do so immediately. Since that’s not possible, I am doing what must be done to avoid the draconian impacts that the loss of this program would have on these communities.”

The PILT program provides local governments revenue to compensate for their inability to levy taxes on federal lands within their jurisdiction.

“The PILT program was put in place to compensate communities with federal lands within their jurisdictions for lost tax revenue,” Murkowski said. “Since I do not expect Congress to grant local municipalities the right to tax federal lands, I see no reason why we should not continue funding this program for the foreseeable future.”

Under Murkowski's proposal, payments from the Secure Rural School program would be reduced by 5 percent each year, while PILT payments would be maintained at current levels.

Murkowski is committed to finding acceptable offsets to pay for both programs that do not negatively impact other programs important to Alaska.

Murkowski is the ranking member of the Senator Energy and Natural Resource Committee, with oversight of the U.S. Forest Service and Bureau of Land Management, which are responsible for making these payments to the local governments in Southeast Alaska.

Estimates of payment amounts for 2012 are attached below.

	FY 2012 Estimated SRS Payment	FY 2012 Estimated PILT Payment (based on FY 2011 Payment)
ALEUTIANS EAST BOROUGH	Not eligible	\$454,403
ALEUTIANS WEST		\$765,045
ANCHORAGE	\$113,024	\$654,650
BETHEL		\$1,678,548
BRISTOL BAY BOROUGH		\$147,180
DENALI BOROUGH		\$301,199
DILLINGHAM		\$814,050
FAIRBANKS NORTHSTAR		\$412,257
HAINES	\$425,865	\$364,189
JUNEAU	\$858,079	\$1,559,614
KENAI PENINSULA	\$688,238	\$2,466,757
KODIAK	\$1,375	\$1,338,660
KETCHIKAN GATEWAY	\$1,281,235	\$1,006,148
LAKE & PENINSULA		\$243,889
MATANUSKA-SUSITNA	\$28,403	\$3,217,410
NOME		\$1,139,411
NORTH SLOPE		\$1,004,921
NORTHWEST ARCTIC		\$1,065,768
SITKA	\$1,209,637	\$592,104
S.E. FAIRBANKS		\$1,004,921
SKAGWAY	\$35,416	\$64,932
S.E. FAIRBANKS		\$1,004,921
UNORGANIZED	\$10,488,255	\$1,604,178
VALDEZ/CORDOVA		\$1,139,411

WADE HAMPTON		\$1,065,768
YAKUTAT	\$781,827	\$117,875
YUKON KUSKOKWIM		\$914,765
WRANGELL	\$1,441,532	\$352,810
Total	\$17,352,886	\$25,490,649

###

*For further information, please contact Robert Dillon at 202.224.6977 or Robert_Dillon@energy.senate.gov or Megan Hermann at 202.224.7875 or Megan_Hermann@energy.senate.gov.
Visit our website at <http://energy.senate.gov/public/>*

Cordova Northwind Quilters Guild
PO Box 1886
Cordova, AK 99574

October 12, 2011

Cordova City Council
PO Box 1210
Cordova, AK 99574

RE: School facilities use fees

Dear Council Members:

As President of the Cordova Northwind Quilters Guild, I wish to express our appreciation to Jim Nygaard and the School Facilities Use Committee for working with the Guild regarding fees for use of the High School Home Ec room and Library. The feelings expressed by Diane Wiese in her October 2nd letter are her personal feelings, and not the feelings of the Cordova Northwind Quilters Guild. She was not asked by the guild to write that letter on our behalf.

We understand the School's position of charging fees but feel the fees are too high. We appreciate being part of the process and feel that the Committee members listened to our concerns and have developed a workable solution that will be presented to the School Board at their October 12th meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Dawn Jewell". The signature is fluid and cursive, with the first name "Dawn" and last name "Jewell" clearly distinguishable.

Dawn Jewell, President
Cordova Northwind Quilters Guild

Cc: File

Native Village of Eyak

110 Nicholoff Way

P.O. Box 1388

Cordova, Alaska 99574-1388

P (907) 424-7738 * F (907) 424-7739

www.eyak-nsn.gov



10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

September 30, 2011

Jim Kallander, Mayor
City of Cordova
P.O. Box 1210
Cordova, Alaska 99574

Dear Jim,

One of the missions of the Native Village of Eyak is to increase awareness in a world that is awash in alcohol and drugs. The NVE Sobriety Celebration is a light in the wilderness to many other people, Tribes and Communities giving them hope in the battle against substance abuse. We invite you to participate in the 18th Annual Sobriety Celebration and Memorial Potlatch to be hosted in Cordova, Alaska on November 11th, 12th, and 13th 2011 this event encourages sobriety through celebration with native dancers from many Alaskan villages and educational speakers on the prevention of alcohol and substance abuse. Events include native dance group in the schools, Sobriety Countdown, 12 Step meetings, Candle Light Vigil for those who have passed on from Substance Abuse, a potlatch, a ceremony honoring our Veterans and native arts and crafts. By popular demand, traditional native dance groups will also perform on Friday night. Please note this year's theme is **Sobriety Is One of the Greatest Gifts to Give to Our Family.**

We would like to thank you for your past assistance and ask for your continuing financial support for this spiritual and educational event. This event continues to grow each year and would not be possible without such generous sponsors such as you. Just a few of our previous donors, *Alyeska Pipeline Services, Trident Seafood Inc., Orca Adventure Lodge, Wells Fargo Bank, BP Exploration, ANTHC Health Consortium, Rural Cap, Chugach Alaska Corporation, Tatitlek Corporation, Alaska Optical, Chitna Native Corporation, Lynden Transport, Mr. & Mrs. Charlie McCracken, Mike Williams & Drue Pearce, Cookie Cook, Representative Bill Thomas, Mark & Lyn Steen, Alaska Serigraphics, Cordova Labor Hall Association, Eyak Corporation, The Net Loft, Mt. St. Elias Dancers, Ke ex' Kwaan Dancers, Yeas Ku Oo Dancers, Mike & Edna Jackson, Ruth Demmert, Jeffrey Loman, Valarie & Stephen Thomas, Kodiak Native Association, Shirley & Bruce Cain, Olga Morris, Pete Hoepfner, Bob Chaney, Darlene Nichols, Gloria Cunningham, Senator Albert Kookesh, Ocean Beauty Seafoods, Cordova District Fisherman United, and Chinook Auto Rental*, along with a host of other local and state wide contributors. Please join with us in the effort to educate and to reduce the effects of alcohol and drug abuse in our communities. Your support makes it possible!

We are asking for your tax-deductible donation of \$300 to help make the 18th Annual Sobriety Celebration the most exciting and spiritual event of this year. As more communities and people become aware of our celebration and want to join us in sobriety, our expenses for this event have continued to grow. Donated funds will be used to help provide travel for dance groups, speakers, supplies for the event, and promotional items. Your participation in this annual celebration is deeply appreciated by the Tribal Council, Sobriety Celebration committee and all the participants. We thank you in advance for your consideration of our request and extend our best wishes. Your tax-deductible contribution will be listed in the 18th Annual Sobriety Celebration program as well as featured in promotional advertising and our website. We hope to see you at the 18th Annual Sobriety Celebration. Also please check out our web site www.eyak-nsn.gov and click on to Sobriety. If you have any questions please contact Belen Cook Special Events Coordinator at the Native Village of Eyak 907-424-7738 or belen@eyak-nsn.gov

Sincerely,

Robert Henrichs

MEMO

To: Cordova City Council
From: City Manager & City
Date: 10/14/2011
Re: Impound Lot

PART I. BACKGROUND:

At the October 5th city council it was requested that the location of the city impound lot be reviewed. There was a suggested location of the sewer treatment plant and this site has been reviewed by the chief of police his comments are attached.

There was also the suggestion of reducing the size of the lot to half. Public works is in the process of purchasing a new rollback truck for use by the different City departments. One of its primary functions will be to move vehicles to the City's impound lot. This truck is over 40 feet long and the size of the lot will be critical to the safe operation of this vehicle. I am just now working out the layout of the lot as to its parking and access but I am afraid that any downsizing will adversely affect our ability to use the lot to its fullest potential.

If there is a major snow year the fence could be moved to accommodate additional snow removal.

The impound lot is a substandard size lot for the industrial zone district, by approximately 2000 square feet. For this reason it has been identified as not available in the land disposal maps.

The scrap metal company has removed all the scrap material and cleaned up the lot that they have occupied in the North Fill for the last two summers. This will provide more trailer parking for summer use and also additional snow dump area.

Current City policy does not provide for public snow dump locations.

From: [Bob Griffiths](#)
To: [Sam Greenwood](#)
Subject: Police Impound Lot
Date: Wednesday, October 12, 2011 1:17:51 PM

Sam,

As requested, here are the Department's concerns regarding moving our impound lot to the sewer treatment facility.

The city and police department have a responsibility to care for vehicles impounded to assure their safety and security of their contents. For vehicles or bulk items seized as evidence we have even a higher standard to prove to the court that the vehicles or items have not been tampered with in any way. Ideally, this would be done in a secure locked indoor facility. In Cordova's case we currently do that in a fenced impound lot that is in a highly visible area with indirect light at night. The current location allows frequent patrols and has neighbors nearby to notify us of any suspicious activity.

We are not opposed to moving our impound yard, by any means, provided that an alternate site has, at least, the same level of security as the current site.

Our concern over the Sewer facility site are:

- There appears to be inadequate space for an impound lot without substantially reducing the city water & sewer departments storage space for pipe and bulk items and/or substantially reducing the space available to the department for a fenced lot
- The facility is well off the beaten path and not capable of being regularly patrolled because it is behind a locked gate after hours. The likely site for our lot would be on the far side of the plant, surrounded by a brush-covered hill and not readily inspected after hours from the gate.
- There is no exterior lighting in the area
- There is no visibility of the area from local neighbors' homes or businesses to support citizen reports of suspicious activity
- The locked gate provides no security to pedestrian traffic or approach from the tidal area

Attached are photos of the location for use in evaluating the site.

In summary, our concern about the proposed site is it may expose the city to much higher liability for damage to, or thefts from, impounded vehicles. The potential physical loss or the loss of admissibility of evidence in court also deeply concerns us.

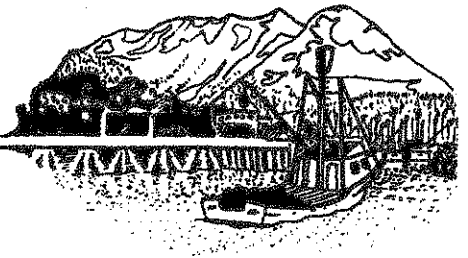
I hope this has been helpful in your research

Chief Bob Griffiths
Cordova Police Department
(907)424-6100

Sewer Treatment Plant



CITY OF CORDOVA



September 23, 2011

President Hoepfner &
School Board Members
Cordova School District
P.O. Box 1330
Cordova, AK 99574

President Hoepfner and School Board Members:

This letter is intended as a request for all the information that I believe is essential for the Cordova City Council to best understand the challenges that the school district is facing. I would be grateful if you could compile a report that covers the last ten years in a year by year format.

The following data should be included:

- student enrollment
- number of teachers
- number of administrators
- number of support staff
- average teacher salary
- state and federal contribution on a per student basis and a cumulative amount
- City's annual contribution
- results of standardized test scores and/or other student performance data

I encourage the Board to add other points of data that it believes could be useful and important for the Council to be made aware of concerning the District's financial challenges.

Sincerely,

Jim Kallander, Mayor
City of Cordova

Contributions to School District

Fiscal Year	General Funds					Total
	City Direct	City Indirect	State	Federal	Other	
FY12	1,758,922	40,940	4,110,840	67,768	98,700	6,077,170
FY11	1,680,000	40,940	4,210,081	39,923	126,079	6,097,023
FY10	1,488,212	40,940	4,377,574	17,122	94,612	6,018,460
FY09	1,498,974	40,940	4,622,031	57,922	55,940	6,275,807
FY08	1,444,093	40,940	4,850,960	42,321	90,595	6,468,909
FY07	1,357,000	41,036	3,859,911	13,668	87,936	5,359,551
FY06	1,333,000	40,941	3,264,966	42,065	83,773	4,764,745
FY05	1,333,000	33,000	3,074,465	42,110	38,672	4,521,247
FY04	1,333,000	33,000	2,858,525	44,453	13,027	4,282,005
FY03	1,250,000	0	2,805,322	19,483	13,764	4,088,569
FY02	1,050,000	0	2,703,037	54,854	16,505	3,824,396

*Total Governmental Funds include scholarship funds, capital, etc.

General Funds are available for student instruction and must be approved by the school board.

FY12 items are budgeted numbers submitted to the state and subject to change. All other years are based on financial statements.

Contributions on a per Student Basis

Fiscal Year	Number of Students	City	State	Federal	Other	Total
FY12	330	\$5,454	\$12,457	\$205	\$299	\$18,415
FY11	346	\$4,974	\$12,168	\$115	\$364	\$17,621
FY10	372	\$4,111	\$11,768	\$46	\$254	\$16,179
FY09	373	\$4,128	\$12,392	\$155	\$150	\$16,825
FY08	411	\$3,613	\$11,803	\$103	\$220	\$15,739
FY07	425	\$3,289	\$9,082	\$32	\$207	\$12,610
FY06	450	\$3,053	\$7,255	\$93	\$186	\$10,587
FY05	457	\$2,989	\$6,727	\$92	\$85	\$9,893
FY04	478	\$2,858	\$5,980	\$93	\$27	\$8,958
FY03	469	\$2,665	\$5,981	\$42	\$29	\$8,717
FY02	467	\$2,248	\$5,788	\$117	\$35	\$8,188

Staff Count

Fiscal Year	No. of Certified Administrators	No. of Classified	No. of Teachers	Teacher Average Salary
FY12	4	24	26	\$73,232
FY11	4	28	29	\$69,006
FY10	4	32	32	\$61,909
FY09	4	35	30	\$60,918
FY08	4	34	30	\$61,824
FY07	3	31	29	\$59,506
FY06	2	29	33	\$52,384
FY05	2	28	33	\$50,705
FY04	2	31	33	\$57,743
FY03	3	28	35	\$52,058
FY02	3	26	35	\$51,417

Cordova School District Standardized Test Information

2001-02

CAT TEST GRADE 4

	(76-99)	(51-75)	(26-50)	(1-25)
Reading	41.0%	34.1%	19.5%	4.9%
Language	43.9%	31.7%	19.5%	4.9%
Math	58.5%	26.8%	12.2%	2.4%

CAT TEST GRADE 7

	(76-99)	(51-75)	(26-50)	(1-25)
Reading	34.3%	28.6%	20.0%	17.1%
Language	14.3%	37.1%	22.9%	25.7%
Math	48.6%	16.2%	16.2%	18.9%

Benchmark Proficiency Grade 3

	Adv/Prof	Below/NotP
Reading	80.0%	20.0%
Writing	76.7%	23.3%
Math	80.0%	20.0%

Benchmark Proficiency Grade 6

	Adv/Prof	Below/NotP
Reading	75.0%	25.0%
Writing	79.5%	23.3%
Math	84.1%	15.9%

Benchmark Proficiency Grade 8

	Adv/Prof	Below/NotP
Reading	86.4%	13.6%
Writing	75.0%	25.0%
Math	51.2%	48.8%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	69.2%	30.8%
Writing	83.8%	16.2%
Math	65.0%	35.0%

Cordova School District Standardized Test Information

2002-03

TerraNova Tests Grade 4

Reading	65.7 MDNP
Language	64.3 MDNP
Math	71.0 MDNP

TerraNova Tests Grade 5

Reading	65.0 MDNP
Language	68.5 MDNP
Math	65.3 MDNP

TerraNova Tests Grade 7

Reading	54.3 MDNP
Language	50.3 MDNP
Math	58.0 MDNP

TerraNova Tests Grade 9

Reading	82.3 MDNP
Language	72.0 MDNP
Math	73.0 MDNP

MDNP: Median National Percentile. The MMDP for the nation is 50

Benchmark Proficiency Grade 3

	Adv/Prof	Below/NotP
Reading	90.0%	10.0%
Writing	90.0%	10.0%
Math	90.0%	10.0%

Benchmark Proficiency Grade 6

	Adv/Prof	Below/NotP
Reading	90.0%	10.0%
Writing	90.0%	10.0%
Math	89.7%	10.3%

Benchmark Proficiency Grade 8

	Adv/Prof	Below/NotP
Reading	81.1%	18.9%
Writing	89.2%	10.8%
Math	70.3%	29.7%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	85.2%	14.8%
Writing	90.0%	10.0%
Math	90.0%	10.0%

Cordova School District Standardized Test Information

2003-04

TerraNova Tests Grade 2

Reading	73.7 MDNP
Language	74.0 MDNP
Math	75.3 MDNP

TerraNova Tests Grade 4

Reading	73.7 MDNP
Language	74.0 MDNP
Math	75.3 MDNP

TerraNova Tests Grade 5

Reading	76.5 MDNP
Language	77.0 MDNP
Math	74.5 MDNP

TerraNova Tests Grade 7

Reading	76.8 MDNP
Language	74.3 MDNP
Math	70.7 MDNP

TerraNova Tests Grade 9

Reading	69.5 MDNP
Language	67.0 MDNP
Math	70.0 MDNP

MDNP: Median National Percentile. The MMDP for the nation is 50

Benchmark Proficiency Grade 3

	Adv/Prof	Below/NotP
Reading	89.0%	11.0%
Writing	79.0%	21.0%
Math	82.0%	17.0%

Benchmark Proficiency Grade 6

	Adv/Prof	Below/NotP
Reading	82.0%	18.0%
Writing	76.0%	24.0%
Math	78.0%	22.0%

Benchmark Proficiency Grade 8

	Adv/Prof	Below/NotP
Reading	75.0%	25.0%
Writing	75.0%	25.0%
Math	69.0%	31.0%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	88.0%	12.0%
Writing	91.0%	9.0%
Math	91.0%	9.0%

Cordova School District Standardized Test Information

2004-05

TerraNova Tests Grade 2

Reading	84.0 MDNP
Language	59.0 MDNP
Math	81.3 MDNP

TerraNova Tests Grade 5

Reading	73.4 MDNP
Language	75.5 MDNP
Math	72.0 MDNP

TerraNova Tests Grade 7

Reading	74.0 MDNP
Language	78.5 MDNP
Math	69.0 MDNP

MDNP: Median National Percentile. The MMDP for the nation is 50

Benchmark Proficiency Grade 3

	Adv/Prof	Below/NotP
Reading	94.4%	5.6%
Writing	86.2%	13.8%
Math	89.0%	11.0%

Benchmark Proficiency Grade 4

	Adv/Prof	Below/NotP
Reading	88.4%	11.6%
Writing	84.6%	15.4%
Math	69.2%	30.8%

Benchmark Proficiency Grade 5

	Adv/Prof	Below/NotP
Reading	97.2%	2.8%
Writing	94.5%	5.5%
Math	91.7%	8.3%

Benchmark Proficiency Grade 6

	Adv/Prof	Below/NotP
Reading	82.8%	17.2%
Writing	77.2%	22.8%
Math	77.2%	22.8%

Benchmark Proficiency Grade 7

	Adv/Prof	Below/NotP
Reading	80.5%	19.5%
Writing	87.9%	12.1%
Math	73.2%	26.8%

Benchmark Proficiency Grade 8

	Adv/Prof	Below/NotP
Reading	91.4%	8.6%
Writing	91.4%	8.6%
Math	91.4%	8.6%

Benchmark Proficiency Grade 9

	Adv/Prof	Below/NotP
Reading	80.0%	20.0%
Writing	76.9%	23.1%
Math	62.5%	37.5%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	69.4%	30.6%
Writing	82.2%	17.8%
Math	69.4%	30.6%

Cordova School District Standardized Test Information

2005-06

TerraNova Tests Grade 2

Reading	70.3 MDNP
Language	64.8 MDNP
Math	60.5 MDNP

TerraNova Tests Grade 5

Reading	63.5 MDNP
Language	68.0 MDNP
Math	63.5 MDNP

TerraNova Tests Grade 7

Reading	66.5 MDNP
Language	65.0 MDNP
Math	69.0 MDNP

MDNP: Median National Percentile. The MMDP for the nation is 50

Benchmark Proficiency Grade 3

	Adv/Prof	Below/NotP
Reading	93.2%	6.8%
Writing	89.7%	10.3%
Math	96.6%	3.4%

Benchmark Proficiency Grade 4

	Adv/Prof	Below/NotP
Reading	94.6%	5.4%
Writing	91.9%	8.1%
Math	86.5%	13.5%

Benchmark Proficiency Grade 5

	Adv/Prof	Below/NotP
Reading	96.2%	3.8%
Writing	92.3%	7.7%
Math	92.4%	7.6%

Benchmark Proficiency Grade 6

	Adv/Prof	Below/NotP
Reading	90.6%	9.4%
Writing	93.7%	6.3%
Math	90.7%	9.4%

Benchmark Proficiency Grade 7

	Adv/Prof	Below/NotP
Reading	90.0%	10.0%
Writing	85.0%	15.0%
Math	77.5%	22.5%

Benchmark Proficiency Grade 8

	Adv/Prof	Below/NotP
Reading	82.5%	17.5%
Writing	85.0%	15.0%
Math	80.0%	20.0%

Benchmark Proficiency Grade 9

	Adv/Prof	Below/NotP
Reading	94.7%	5.3%
Writing	92.1%	7.9%
Math	73.7%	26.3%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	88.1%	28.6%
Writing	76.2%	23.8%
Math	71.4%	28.6%

Cordova School District Standardized Test Information
2006-07

TerraNova Tests Grade 2

Reading	45.0 MDNP
Language	54.5 MDNP
Math	59.5 MDNP

TerraNova Tests Grade 5

Reading	72.8 MDNP
Language	71.0 MDNP
Math	66.0 MDNP

TerraNova Tests Grade 7

Reading	74.8 MDNP
Language	67.5 MDNP
Math	71.5 MDNP

MDNP: Median National Percentile. The MMDP for the nation is 50

Standardized Testing All Students Grades 3-10

	Advanced	Proficient	Below	Far Below
Reading	50.5%	40.5%	8.3%	1.4%
Writing	21.7%	62.1%	13.7%	2.5%
Math	39.8%	44.2%	10.5%	5.5%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	90.0%	10.0%
Writing	86.1%	13.9%
Math	91.2%	8.8%

Cordova School District Standardized Test Information
2007-08

TerraNova Tests Grade 2

Reading	45.0 MDNP
Language	54.5 MDNP
Math	59.5 MDNP

TerraNova Tests Grade 5

Reading	72.8 MDNP
Language	71.0 MDNP
Math	66.0 MDNP

TerraNova Tests Grade 7

Reading	74.8 MDNP
Language	67.5 MDNP
Math	71.5 MDNP

MDNP: Median National Percentile. The MMDP for the nation is 50

Standardized Testing All Students Grades 3-10/ Science Grades 4, 8 & 10

	Advanced	Proficient	Below	Far Below
Reading	41.7%	45.7%	10.5%	2.0%
Writing	17.8%	61.9%	17.0%	3.2%
Math	35.0%	44.7%	14.2%	6.1%
Science	35.5%	30.1%	26.9%	7.5%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	90.0%	10.0%
Writing	75.0%	25.0%
Math	75.6%	24.4%

Cordova School District Standardized Test Information
2008-09

TerraNova Tests Grade 2

Reading	55.0 MDNP
Language	57.3 MDNP
Math	57.7 MDNP

TerraNova Tests Grade 5

Reading	57.0 MDNP
Language	59.5 MDNP
Math	64.0 MNDP

TerraNova Tests Grade 7

Reading	74.5 MNDP
Language	65.0 MDNP
Math	66.0 MNDP

MDNP: Median National Percentile. The MNDP for the nation is 50

Standardized Testing All Students Grades 3-10/ Science Grades 4, 8 & 10

	Advanced	Proficient	Below	Far Below
Reading	37.2%	47.1%	13.0%	2.7%
Writing	18.0%	64.0%	15.8%	2.3%
Math	28.3%	47.1%	15.7%	9.0%
Science	29.4%	36.5%	22.4%	11.8%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	97.0%	3.0%
Writing	81.8%	18.2%
Math	90.9%	9.1%

Cordova School District Standardized Test Information
2009-10

TerraNova Tests Grade 5

	(76-99)	(51-75)	(26-50)	(1-25)
Reading	23.81%	9.52%	42.86%	19.05%
Language	19.05%	9.52%	47.62%	19.05%
Math	19.05%	33.33%	9.52%	N/A

TerraNova Tests Grade 7

	(76-99)	(51-75)	(26-50)	(1-25)
Reading	34.78%	39.13%	26.09%	0.00%
Language	34.78%	30.43%	26.09%	8.70%
Math	26.09%	52.17%	21.74%	0.00%

Standardized Testing All Students Grades 3-10/ Science Grades 4, 8 & 10

	Advanced	Proficient	Below	Far Below
Reading	44.3%	44.8%	9.0%	1.8%
Writing	25.2%	54.1%	17.1%	3.6%
Math	35.4%	44.4%	13.9%	6.3%
Science	42.1%	38.2%	13.2%	6.6%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	98%	2%
Writing	80.8%	19.2%
Math	84.6%	15.4%

Cordova School District Standardized Test Information

2010-11

TerraNova Tests Grade 5

	(76-99)	(51-75)	(26-50)	(1-25)
Reading	25.0%	10.0%	45.0%	20.0%
Language	20.0%	10.0%	50.0%	20.0%
Math	20.0%	35.0%	35.0%	10.0%

TerraNova Tests Grade 7

	(76-99)	(51-75)	(26-50)	(1-25)
Reading	34.8%	39.1%	26.1%	0.0%
Language	34.8%	30.4%	26.1%	8.7%
Math	26.1%	52.2%	21.7%	0.0%

Standardized Testing All Students Grades 3-10/ Science Grades 4, 8 & 10

	Advanced	Proficient	Below	Far Below
Reading	43.0%	45.8%	7.9%	3.3%
Writing	19.5%	65.1%	12.1%	3.3%
Math	30.7%	51.2%	10.7%	7.4%
Science	33.8%	45.9%	14.9%	5.4%

HSQE Grade 10

	Adv/Prof	Below/NotP
Reading	100.0%	0.0%
Writing	88.5%	11.5%
Math	88.5%	11.5%



City of Cordova
602 Railroad Ave.
P.O. Box 1210
Cordova, Alaska 99574
Phone: (907) 424-6200
Fax: (907) 424-6000
Email: citymanager@cityofcordova.net
Web: www.cityofcordova.net

CITY OF CORDOVA

Office of City Manager

October 14, 2011

Memo to City Council
Re: Manager's Contract

At my recent evaluation Council asked to make a modification to my contract concerning a 5% salary increase. I have modified the contract to reflect that change. The date on the contract renewal is the anniversary of my date of hire.

Thank you,

Mark Lynch
City Manager

Recommended Motion: I move to approve the Manager's contract as submitted.

EMPLOYMENT AGREEMENT

This Employment Agreement ("AGREEMENT"), dated as of September 23, 2011 ("EFFECTIVE DATE"), is between the City of Cordova, Alaska (the "CITY") and Mark Lynch ("MANAGER").

RECITALS

WHEREAS, the CITY wishes to employ Mark Lynch as City Manager and Mark Lynch has agreed to serve the CITY in the capacity of City Manager, on the terms and conditions herein set forth,

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and covenants set forth in this Agreement, the CITY and MANAGER agree as follows:

SECTION ONE: DUTIES OF MANAGER

MANAGER shall be employed by CITY as, and hold the title of, "City Manager" of the City of Cordova. MANAGER shall serve at the pleasure of, and report directly to, the City Council of Cordova (the "Council"). MANAGER shall perform all duties and discharge all responsibilities of that position as prescribed by the laws of the State of Alaska, the Charter of the City of Cordova, the Cordova Municipal Code, all as may be amended from time to time, and as established by the Council, from time to time. MANAGER shall maintain residency in the City of Cordova during the entire term of this Agreement.

SECTION TWO: COMPENSATION OF MANAGER

A. Salary. MANAGER shall receive an annual salary of \$103,875.20 payable in regular installments at the time other City employees are paid, or as otherwise agreed upon between the parties in writing. All compensation paid to MANAGER shall be subject to required employment deductions, taxes, and contributions. The Council shall review and evaluate MANAGER'S performance and salary annually during the term of this Agreement, in accordance with procedures established by the Council.

B. Benefits. MANAGER shall be entitled to benefits customarily provided to other full-time, permanent, exempt CORDOVA employees including leave, insurance, and PERS participation in accordance with generally applicable policies in effect from time to time, provided that such benefits shall not be reduced during the term of this Agreement.

C. Leave.

1. MANAGER shall accrue combined sick and annual leave at the rate of two (2) days per month up to a maximum of 240 hours. Leave may be used as it accrues. MANAGER shall keep the Council apprised of planned absences; and leave exceeding two consecutive weeks in duration must be approved by the Council. Upon employment separation, including expiration of this Agreement, MANAGER shall receive payment for all accrued, unused leave, not to exceed two hundred forty (240) hours total, at

MANAGER'S current rate of pay. Payment of accrued unused leave shall be subject to all deductions, taxes and contributions required by law.

2. MANAGER shall receive regular pay for recognized City holidays as specified in Section 4.48.040 of the Cordova Municipal Code.

D. Work Related Expenses.

1. City Vehicle. MANAGER shall receive the use of a city vehicle for transportation on city business.
2. Travel, Meetings, and Professional Development. MANAGER shall receive allowance for travel, out-of-town meetings or professional development expenses as authorized by the Council in the budget for each fiscal year, or as may be approved by the Council from time to time.

| SECTION THREE: TERM AND TERMINATION

A. Term. The term of MANAGER'S employment under this Agreement shall begin on the EFFECTIVE DATE, and unless sooner terminated as provided herein, expire two (2) years from such date.

B. Termination. MANAGER'S employment under this Agreement is terminable at will and at any time by CITY, without any notice of any kind whatsoever, with or without cause, it being expressly and explicitly understood and agreed by MANAGER that he holds the position of city manager and serves as city manager at the will of the Council. Manager acknowledges that any action by the Council in connection with terminating MANAGER'S employment under this Agreement is not subject to any administrative or grievance procedure, and MANAGER hereby waives the benefit of any right to notice, pre- or post- termination hearing or any other procedure that may now or hereafter apply to any such action by the Council or be available to other city employees. MANAGER shall provide CITY with written notice of his resignation no less than sixty (60) days prior to the effective date of his resignation or prior to termination of this Agreement. If MANAGER resigns without providing such notice, then MANAGER shall forfeit all benefits which MANAGER otherwise would have been entitled to receive upon resignation under this Agreement, including payment of unused accrued leave.

C. Severance.

1. The MANAGER'S original date of hire is September 23, 2009. In the event that CITY terminates MANAGER'S employment under this Agreement without cause within one year of the MANAGER'S original date of hire, CITY shall pay MANAGER a lump sum as severance pay, equal to three months salary. Severance Pay will increase as tenure increases; i.e. four months' salary during the second year of service; five months' salary during the third year of service; six months' salary during the fourth year of service.

2. In the event that CITY terminates MANAGER'S employment under this Agreement

for cause, or if MANAGER terminates his employment, regardless of cause, then MANAGER shall receive no severance pay from CITY.

3. Any of the following shall constitute "cause" for termination:

a. MANAGER'S failure to satisfactorily perform his duties in accordance with the provisions of this Agreement, or establish or maintain his Cordova residency as required by this Agreement;

b. MANAGER'S failure to obey any lawful directive of the Council;

c. MANAGER'S failure to comply with the Charter of the City of Cordova or with the Cordova Municipal Code;

d. Conduct which the Council reasonably believes reflects adversely on MANAGER'S position as MANAGER or on City, including but not limited to:

- i. acts involving dishonesty;
- ii. fraudulent acts;
- iii. embezzlement; or
- iv. substance abuse;

e. MANAGER'S death; or illness, incapacity or serious health condition that renders MANAGER unable to adequately perform the duties and to discharge the responsibilities contemplated by this Agreement, with or without reasonable accommodation, for more than eight (8) consecutive work weeks. MANAGER expressly waives any statutory right to additional paid or unpaid leave, available under state or federal law governing family leave or disability, acknowledging that the demands and responsibilities of the City Manager position do not permit extended leave beyond eight (8) consecutive weeks. Without waiver of this limitation, the CITY reserves the right, at the Manager's request and at the CITY'S exclusive option, to continue benefits or payroll status for Manager, despite the CITY'S replacement of the Manager or termination of any statutory reinstatement right, for any period of time that would otherwise be available for leave qualified under state or federal family leave acts, not to exceed 18 weeks total.

4. If the voters of the CITY approve an amendment to the Charter of the City of Cordova that has the effect of abolishing the office of City Manager, MANAGER'S employment shall be treated as terminated without cause as of the effective date of the Charter amendment, and MANAGER shall be entitled to severance pay for a termination without cause as provided in this Agreement; provided, however, that MANAGER shall not be entitled to severance pay if CITY offers MANAGER immediate reemployment within 30 days after the effective date of the Charter amendment in another CITY position with pay and benefits at least equal to the pay and benefits received by MANAGER immediately before the effective date of the Charter amendment.

SECTION FOUR: OTHER EMPLOYMENT

It is recognized that MANAGER must devote a great deal of time outside normal office hours to business of the City. Normal work hours in a regular workweek hereunder shall be construed to mean Monday through Friday, an 8-hour period between 7:00 a.m. and 6:00 p.m. MANAGER shall not take nor undertake employment or self-employment with any other person or entity, without prior approval of the City Council.

SECTION FIVE: INDEMNIFICATION BY CITY

The CITY shall indemnify, hold harmless and defend MANAGER against all claims and liability which may result from any claim, action or suit by person based upon alleged injury to or death of a person or alleged loss of or damage to property that may occur or that may be alleged to have been caused by MANAGER in the course of performance of his official duties during the duration of his employment with CITY under this Agreement, provided, however, that CITY shall not be obliged to indemnify, hold harmless or defend MANAGER against any such claim that was caused by MANAGER while acting outside the course of performing his official duties, or from any false, deceptive, dishonest or criminal act or omission under the laws and regulations of the United States of America, the State of Alaska and/or any political subdivision thereof

SECTION SIX: GENERAL PROVISIONS

Any controversy or claim arising out of or related to this Agreement or the breach thereof shall be governed by the laws of the State of Alaska, and the City of Cordova, Alaska, and the venue for any legal proceedings thereon shall be the Superior Court for the State of Alaska, Third Judicial District, at Cordova, Alaska.

This Agreement supersedes all prior oral or written agreements, if any, between MANAGER and CITY, and constitutes the entire agreement between MANAGER and CITY and approved by the Council.

IN WITNESS WHEREOF the City of Cordova has caused this Agreement to be signed and executed on its behalf by its Mayor, and duly attested by its City Clerk, and Mark Lynch has signed and executed this Agreement for and on behalf of himself, both in duplicate, as of the day and year first above written.

CITY OF CORDOVA

CITY MANAGER

James Kallander, Mayor

Mark Lynch, City Manager

ATTEST:

Susan Bourgeois, City Clerk

MEMO

To: Cordova City Council and City Manager
From: Planning Staff
Date: 10/14/2011
Re: Capital Projects for 2012

PART I. BACKGROUND:

The Planning and Zoning Commission is directed in the city code to develop a list of capital improvements to recommend to City Council. At the previous two Planning and Zoning meetings (8/9/2011 and 9/13/2011) the commissioners have brainstormed, created and prioritized a list of capital projects to be forwarded to the City Council. At the October 11, 2011 meeting the list was finalized and the resolution which describes and prioritized the capital improvement list was passed.

PART II. REVIEW OF APPLICABLE CRITERIA:

3.40.080 - Planning commission—Powers and duties—Designated.

The commission shall be required to do the following: ...

E. Submit annually to the city council, not less than ninety days prior to the beginning of the budget year, a list of recommended capital improvements which in the opinion of the commission are necessary or desirable to be constructed during the forthcoming three-year period. Such list shall be arranged in order of preference, with recommendations as to which projects shall be constructed in which year;

Attached is the resolution for your consideration.

**CITY OF CORDOVA, ALASKA
PLANNING AND ZONING COMMISSION
RESOLUTION 11-04**

**A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF
CORDOVA, ALASKA, RECOMMENDING A CAPITAL IMPROVEMENT LIST TO THE
CITY OF CORDOVA'S CITY COUNCIL.**

WHEREAS, the City of Cordova's Planning and Zoning Commission is directed by the Cordova Municipal Code Section 3.40.080 - Planning commission—Powers and duties—Designated. E. Submit annually to the City Council, not less than ninety days prior to the beginning of the budget year, a list of recommended capital improvements which in the opinion of the commission are necessary or desirable to be constructed during the forthcoming three-year period. Such list shall be arranged in order of preference, with recommendations as to which projects shall be constructed in which year;

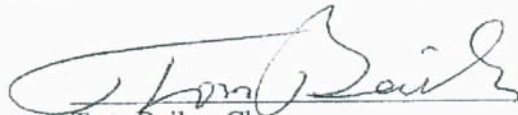
WHEREAS, the City of Cordova's Planning and Zoning Commission has identified and prioritized a Capital Improvement list that will benefit the citizens of Cordova, and

WHEREAS, the City of Cordova's Planning and Zoning Commission has identified the following Capital Improvement list as being critical to the future wellbeing and economy of Cordova and the surrounding area:

1. Sawmill Trail Extension
2. Avalanche Area Phased Recreational Development
 - A. Summer Camp -Base Camp Development
 - B. Planning Other Recreational Opportunity
3. Chip Seal Angle Parking at the Harbor
4. Phased Development of Shelter Cove Campground
 - A. Water
 - B. Electric
 - C. Dump Station
5. Sidewalk/Trail Connection between town and the Ferry Office
6. Realign South 2nd Street to the East lot line according to US Survey 2637 points 8 and 9 for the benefit of Parks and Recreation of City of Cordova

NOW, THEREFORE, BE IT RESOLVED THAT the City of Cordova's Planning and Zoning Commission hereby recommends the above listed projects as Capital Improvement to the City of Cordova's City Council.

PASSED AND APPROVED THIS 11th DAY OF OCTOBER, 2011


Tom Bailer, Chairman

ATTEST:


Samantha Greenwood, City Planner

PENDING AGENDA

Capital Priorities List Meeting – **December 2011, March 2012, June 2012, September 2012, December 2012**

Committees:

Cordova Center Committee: Tim Joyce, Sylvia Lange, VACANCY, Darrel Olsen, Larue Barnes, VACANCY, Valerie Covell, David Roemhildt, Dan Logan, Nancy Bird, and Cathy Sherman

Fisheries Advisory Committee: David Reggiani, PWSAC; Ken Roemhildt, Seafood Sales; Jim Holley, AML; Torie Baker, Marine Advisory Program Coordinator; VACANCY; and Brian Marston, ADF&G

Cordova Trails Committee: Elizabeth Senear, VACANCY, Jim Kallander, Toni Godes, and David Zastrow

Public Services Building Design Committee: David Reggiani - Chairman, Chief Baty, Martin Moe, Jim Kacsh, Dick Groff, Mike Hicks, Tom Bailer

October 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH—City Hall Conference Room LMR—Library Meeting Room						1
2	3	4	5 7:15 pub hrg LMR 7:30 reg mtg LMR	6	7	8
9	10	11 5:30 Prks & Rec LMR P&Z Commission Mtg 7pm CH	12 Hrbr Cms 7pm CH HSB 7pm LMR Sch Bd 7pm HSL	13 7:00 bdgt wksn continuation of reg mtg of 10-05-11	14	15
16	17	18 Alaska Day—City Hall Offices Closed	19 7:30 reg mtg LMR	20	21	22
23	24	25	26	27 ——Clerk Vac——	28 ——Clerk Vac——	29
30	31					Location Legend CH—City Hall Conference Room LMR—Library Meeting Room

November 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH—City Hall Conference Room LMR—Library Meeting Room HSL—High Sch Lib		1	2 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	3	4	5
6	7 —AML—FBX—	8 P&Z Commission Mtg 7pm CH —AML—FBX—	9 Hrbr Cms 7pm CH HSB 7pm LMR Sch Bd 7pm HSL —AML—FBX—	10 —Clerk Vac— —AML—FBX—	11 Veteran's Day—City Hall Offices Closed —Clerk Vac— —AML—FBX—	12
13	14 —Clerk Vac— —AML—FBX—	15 7:00 bdgt wksn —Clerk Vac— —AML—FBX—	16 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	17 7:00 bdgt wksn	18	19
20	21 7:00 bdgt wksn	22 7:00 bdgt wksn	23	24 Thanksgiving—City Hall Offices Closed	25 Thanksgiving—City Hall Offices Closed	26
27	28 7:00 special meeting	29 5:30 Prks & Rec LMR	30			Location Legend CH—City Hall Conference Room LMR—Library Meeting Room HSL—High Sch Lib

December 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH—City Hall Conference Room LMR—Library Meeting Room HSL—High Sch Lib				1 —Clerk Vac—	2 —Clerk Vac—	3
4	5	6	7 7:00 pub hrg LMR (for 2012 budget) 7:30 reg mtg LMR	8	9 City Employee Christmas Party	10
11	12	13 5:30 Prks & Rec LMR	14 Hrbr Cms 7pm CH HSB 7pm LMR Sch Bd 7pm HSL	15	16	17
18	19	20	21 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	22	23	24
25	26 Christmas holiday— City Hall Offices Closed	27	28	29	30	31