

**CITY COUNCIL WORK SESSION  
2011 CITY BUDGET  
NOVEMBER 08, 2010 @ 6:30 PM  
LIBRARY MEETING ROOM  
MINUTES**

**A. CALL TO ORDER**

*Mayor Jim Kallander* called the Council Work Session to order at 7:00 pm on November 08, 2010 in the Library Meeting Room.

**B. ROLL CALL**

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

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

1. Audience Comments regarding agenda items- none

**D. WORK SESSION TOPIC**

2. Discuss 2011 City Budget

**General fund**

**Revenue**

Council discussed that raw fish tax was set at \$1.4M and public accommodations was raised to \$105K from \$90K at the last meeting but maybe \$2.7M is too low for 2011 sales tax considering the changes and updated information. *Kacsh* stated that inflation is showing more in Cordova so thinks that the sales tax estimate is low. *Bradford* stated that he thought the construction has pushed sales. He thinks that the projected income should be increased but is leery about raising it to \$3M. *Allison* stated that construction is not going to stop in Cordova within the next year. *Kacsh* agreed that public accommodations should be \$105K but sales tax should be increased to \$3M. *Reggiani* agreed with *Kacsh* and *Kallander* instructed *Lynch* to make adjustments accordingly. *Reggiani* suggested they change the property tax to \$1.5M for the target amount and come July if its not enough or too much they will adjust the mill rate accordingly. *Bradford*, *van den Broek*, *Beedle* and *Allison* agreed with *Reggiani*. *Kacsh* stated that he liked \$1.75M better to avoid raising the mill rate. *Kallander* told *Lynch* to adjust the property tax target amount to the \$1.5M.

**Expenses**

*Reggiani* inquired about the temporary employees line item under law enforcement. *Lynch* stated that they currently do not have any temporary employees and that the Police Chiefs salary was coming out of that line. *Reggiani* clarified that the department has four officers plus the chief and one part time CFO. *van den Broek* inquired about the \$33K budgeted for junk vehicle removal. *Lynch* responded that it is a regularly scheduled budgeted item outside of standing agreement with junk car removal company. *Kacsh* added that originally, the \$33K was what the DMV was contributing to the City through vehicle registration but things didn't work out that way in the end. *Allison* inquired about the DMV and whether they had budgeted for more than 20 office hours a week. *Lynch* responded that it was budgeted at 20 hours even though Anchorage thought the office could be run at 16. They would however be trying some weekend and evening hours as well. *Beedle* stated that Wednesday and Saturday hours would be

nice for mid week closure people coming to town. *van den Broek* inquired about health insurance. *Lynch* responded that *Cindy Appleton*, the City's HR officer, has estimated a 10% increase. *van den broek* asked if the health insurance estimate needed to be increased. *Reggiani* stated that Health Care is a tough one to guess. Council chose not to change the estimate for Health Insurance.

### Capital Requests

*Lynch* presented the requests for new money totaling about \$540K. He stated that the new tractor that Council approved recently will pay for itself if they clear the top lot.

Planning Department is asking for \$20K, looking to get updates and training for the GIS program. They are also looking to purchase a laptop and a desktop along with a higher license to be able to access higher levels in the software. *Van den Broek* inquired whether the externals would still be compatible with the new software. *Sam Greenwood*, City Planner, responded that the new software would be compatible and that the software can convert the documents to JPEG, PDF, etc. *Bradford* asked if the new software would help with fixing the address issues for the new E-911 system. *Greenwood* responded that it will help although the fix will take time.

The City Manager and City Clerk offices are asking for \$50K in professional services for code updating.

The Law Enforcement Department is getting a grant to cover the outdated body bags and bulletproof vests. *Reggiani* asked if the E-911 system could be taken out of the budget since we don't know exactly how much it will cost yet. *Kacsh* stated he would like to see what we are going to spend. He would rather budget for the unknown now then have to make it up somewhere else later. *Allison* stated that budgeting for the item allows for the purchase. *Bradford* and *van den Broek* agreed with *Allison*.

The Police department is asking to purchase and install a new surveillance system which needs to be updated according to their contract. *van den Broek* inquired whether the system would be able to be moved to a new location. *Kallander* responded that it will be out of date by the time they are ready to move into their new facility.

The Fire and EMS department is asking to fund the final steps to their disaster preparedness for the tsunami system, which still needs 2 poles and sirens. There is a matching grant for an auto pull CPR. *Reggiani* inquired as to where the polls will be. Discussion followed but no place has been specifically designated as of yet. *Beedle* requested the sirens voice be changed, as it is annoying. Council has questions and so asked *Oscar Delpino* to come to the meeting. Discussion was postponed until he arrived.

Public Works departments are requesting to build a wall in front of the cemetery with cremation cages built into it for added space.

High School is requesting two projects one is to put in some new heating equipment and to convert the old administration offices into a classroom for the Credit Recovery Program. Council decided to discuss this in more depth when *Mr. Nygaard* could join them for questions.

Streets Department is requesting \$50K for Mt. Eccles culvert, \$34,111 for Observation Ave wall, \$25K for 4th Street drainage upgrade, \$8K for North Fill road drainage upgrade, \$5K for drain implementation by boat haul out, and \$35K for truck with roll back bed.

The Parks & Rec Department was presented by *Susie Herschleb*, Director of Parks & Rec is requesting \$48,350 for Odiak Camper Park electrical pedestal upgrade. *Kallander* inquired whether the Odiak Park upgrades would allow metering. *Herschleb* responded that it would be capable. *Bradford* suggested that if we decide to meter we should consider providing services. *Reggiani* asked why they are not going to start metering. *Herschleb* stated that it will be capable but the question is at what rate and is it worth the man-hours to check the meters. *Kacsh* stated that he liked that there is a possibility of metering but is not ready to change that as of yet. Maintaining usage would require more man-hours. *Herschleb* stated that they already send someone out for billing so it wouldn't be that much more. *Reggiani* stated that the upgrades will be good. *Beedle* inquired about the new tractor the department wishes to purchase for \$34,515. He stated that 2000 pounds is heavy for mowing the lawn. *Herschleb* stated that it does come with turf tires to distribute the weight. The tot park needs to be completed for \$79K. It has equipment that has just been sitting there for 3 years. There are three phases to this project and the department would like to start phase one. The parks and rec.'s shop has plumbing installed but is not hooked up for water currently. They would like to see it brought in from the road to utilize the building more. The weight room equipment at Bidarki is out of date. They would like to see new equipment phase out the old out dated equipment along with an expansion for \$14K. A cross over machine purchase is on the budget today. *Reggiani* stated he is good with it. He posed the question to Council if there was a better way to continue to fund replacement equipment for the rec. center. There also is in the budget \$40K for pool repairs, which have been presented to council recently. *Kallander* stated that *Herschleb* has done a great job and would like her to look into the costs of building a new pool for future planning.

Fire Department was revisited as *Oscar Delpino* had arrived to answer questions on the disaster preparedness requests. *Delpino* reported to Council that the pet shelter needs would include dishes, containers, food etc. The trailer requested would be to house the beds, blankets, medicine, and food. *Beedle* asked if the van would have a way to ventilate, as they tend to sweat. *Kacsh* clarified that the blankets are vacuum packed. *van den Broek* asked if the pet disaster preparedness is going to continue could the pet licenses charge be raised. *Tom Cohenour* suggested Council move the dog pound and utilize it as the pet shelter.

High school budget was revisited as *Mr. Nygaard* arrived to answer questions. Council inquired why the modular was going to be converted into a classroom once the administrative office is moved when the building is falling apart. *Nygaard* stated that he wants to get rid of one of the moduls not both building as he see that one can be repaired and used for, he's hoping, another 10 years. The repairs and equipping would cost \$25K this would include internet, lighting, walls etc. The building would mostly be a computer lab for the Credit Recovery Program in an effort to get the kids out of the main flow of traffic as their schedules are different then the other classes. *Kallander* asked *Nygaard* to look into what a new building would cost to be built from a concrete slab up. *Kacsh* stated that looking into a new building would be nice to know so that they could possibly budget more money for a better building for those kids. Council chose to leave the funding as requested but look into replacing the building in the future.

Council took a 5 min recess at 8:45 pm and reconvened at 9:00 pm.

*Tom Cohenour*, Public Works Director, to speak on enterprise funds capital projects.

The Sewer Department needs a screen house built around the separator for \$18K. WWTP needs siding at \$45K. The shop needs pipe racks to keep the pipes out of the snow and accessible during the winter

for \$5K. Odiak sewer lift station needs a pump at \$14K. Eyak lift station needs a generator for \$35K. WWTP also needs engineering which the city would match \$90K with a grant. Chlorination of water was removed from budget due to recent political changes. *Cohenour* was asked by Council to check with other similar communities to see how they are handling the issue.

The Water Department would like to get the unused site up and operational. There is a water leak so they will reroute surface. The water tank needs to be cleaned and inspected, as it has not been serviced since 2002. This job will be outsourced for \$10K for 6 tanks. LT2 UV plans are underway. The department would like to purchase a leak-detector, as there are lots of breaks and no way to locate them at present. The Heney Ridge catchment bridge has been washed out and will need to be replaced. They would also like to purchase a line-detector, as the lines are not consistent. In addition, to purchasing a portable vacuum to dig near lines as the current one is high maintenance. Council asked why the old one is so high maintenance and *Cohenour* responded that its because so many people rent it and don't take care of it. Council decided to not purchase a new one but fix the old one and write a new lease agreement for city equipment.

Solid waste department requests baler bagging machine for \$60K to be matched by a grant, to pave out at the baler at \$267K also to be matched by grant money, and a solid waste cell expansion for \$35K. Council agreed with all three requests.

**E. AUDIENCE COMMENTS - none**

**F. ADJOURNMENT**

*M/Bradford S/Kacsh* to adjourn the regular meeting at 11:00 pm.

Hearing no objection, the meeting was adjourned.

Approved:

Attest:

  
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Robyn Kincaid, Deputy City Clerk