

City of Coffman Cove Regular City Council Meeting
Thursday, May 21st, 2026 @ 6:30 PM @ City Hall
Zoom Log-In Information:

<https://us06web.zoom.us/j/5748521201?pwd=LzQ2YXdzaWM5VWNlcnhNLL2tQeU56UT09>

Meeting ID: 574 852 1201

Passcode: 041318

Dial in #: (253) 215-8782

Call to Order: Meeting is called to order at 6:30 P.M.

Roll Call: Greg Huston, excused. Joel Buchanan, present. Mike Warner, present. Stephan Smith, present. Jack Mulcare, present. Jerry Vellutini, present. William Bowden, unexcused.

Pledge of Allegiance: Yes.

Public Comment: None.

Approval of Agenda: Jack Mulcare makes a motion to approve agenda as a guide pulling #1 and #2 from "Resolution and Ordinances" from the agenda. Michael Warner seconds that motion. Roll call vote is taken. Jack Mulcare, yes. Michael Warner, yes. Joel Buchanan, yes. Jerry Vellutini, yes. Stephan Smith, yes.

ALL IN FAVOR. NONE OPPOSED. MOTION PASSES.

Persons to be Heard: FAA Weather Camera Program: Emma speaks concerning the weather station they would like to put up. The weather station will provide a 360-degree camera. She explains how this will improve the flight planning with having a combined 360-degree camera and weather station. It is asked by Mayor Buchanan for some more information to be sent by mail. Michael Warner suggests the information being emailed. Doug Rhodes asks if it has a self-contained power unit. Emma explains they would get their own power from AP&T. Emma explain the size of the tower and proposed areas for the tower. Joel Buchanan would like to schedule a second meeting once the preliminary plans are ready.

Consent Agenda: Jack Mulcare makes a motion to approve the agenda. Joel Buchanan seconds that motion. Roll call vote is taken. Stephan Smith, yes. Michael Warner, yes. Joel Buchanan, yes. Jerry Vellutini, yes. Jack Mulcare, yes.

ALL IN FAVOR. NONE OPPOSED. MOTION PASSES.

1. Mayor Report	7. Water/Sewer Report
2. Minutes	8. Fire Dept. Report
3. Financial Report	9. EMS Report
4. Post Office Report	10. Library Report
5. Parks/Rec./Maintenance Report	11. IFA Report
6. Harbor Report:	

Correspondence/Information:

Resolutions & Ordinances:

1. ~~Non Code Ordinance 26-08: FY26 Budget Amendment: (second reading):~~
2. ~~Non Code Ordinance 26-09: FY26 Budget~~
3. Resolution 26-13: First Bank Online Administrator: Joel Buchanan makes a motion to approve resolution 26-16. Jack Mulcare seconds that motion. Roll call vote is taken. Joel Buchanan, yes. Michael Warner, yes. Jack Mulcare, yes. Jerry Vellutini, yes. Stephan Smith, yes.

ALL IN FAVOR. NONE OPPOSED. MOTION PASSES.

Unfinished Business:

1. Clinic: Jack Mulcare has not heard back yet, but he did go over with ocean view air contracting. Ocean Air gave a proposed estimate. Joel Buchanan suggests reaching out to Mike Green as well. More discussion about different alternatives for the fixes that need to happen.
2. Water Plant Repairs: The report given by Jeff is mentioned. Its next explained the process it took to get the improvement in the water. There is still a small tannin issues, but the water does meet the standards set by the FDA and DEC. The treated tank might need to be flushed. Stephan Smith gives some information about the distribution lines. Jack Mulcare asks where we are at with water meter readings. Jerry Coley will get this figured out. Council would like a summary for water testing added as an agenda item. Doug Rhodes would like a copy of the

report by mid-June so he can have it ready for when the DEC comes and checks his processing plant. It is agreed to do another hydrant flush in the next couple weeks with Jerry Coley heading this project. Jerry Coley asks Stephan Smith for a drawing that depicts the best route to flush lines.

3. Street Signs: Nothing new to report.
4. CDL: Remove from the agenda.
5. Sea Otter Drive RFP: Jack Mulcare would like to see this readvertised.
6. Septic Pumping: (April 1st sending out notices to everyone in the first section): Jerry Coley didn't start on this project until two weeks after his hire date. Will be talking about this later in the agenda. Jerry Vellutini needs his tank checked because it is plugged and full. Julie Strurtevant's tank need pumped and there needs to be a second household to accompany that pumping for Tyler to make the trip out.
7. Atlas Tower: This will be left on the agenda.
8. Insurance: This is for Alaska Public Risk Alliance. It is asked what the total number was and what the last year's total was. Council would like to remove the water truck. The Landing craft will need to go on a workshop.
9. Island Excavation: Joel Buchanan asks for the rock that is going to be block his culvert to be moved the next time someone goes by with equipment. Michael Warner speaks of the ponding and asks if that is normal. Jack Mulcare answers that it is constricted by the design of the road. Theres more discussion about the rock stopping the flow being hammered.
10. Fire Truck: Jack Mulcare speaks of the letter presented to AML and Samson about getting a better rate. He explains that the existing members of the fire department do not want it and there is other equipment that the fire department needs. Theres talks about when the old truck has been maintained and the new truck option being maintained up to date. Jack has not received maintenance records concerning the newer trucked available. This agenda item will stay on hold until hearing from Samson and AML. Michael Warner asks for City Admin for his opinion and Jerry answers, "It would be wise to get something newer because when will we get the opportunity again?"
11. Mermaid Cove Stub Out: This was concerning Mary Lou Johnsons stub out on her property. This will be left on the agenda.

New Business

1. Wireless Camera System: Joel Buchanan recommends wireless cameras and asks Jerry Coley, City Admin, to contact Satellite and Sound to get a quote.
2. R.O.W Rock: The city rock pile is diminishing. Joel Buchanan makes a motion to freeze residents taking from the crushed rock pile that belongs to the city. Jack Mulcare seconds that motion. Roll call vote. Joel Buchanan, yes. Jack Mulcare, yes. Jerry Vellutini, yes. Michael Warner, yes. Stephan Smith, yes.
ALL IN FAVOR. NONE OPPOSED. MOTION PASSES.
3. Alaska Quality Septic: 150 tanks could be pumped in 30 days and would be cheaper than Tyler Rental including lodging. Theres discussion among council members of where to find the money in the budget, the luck point sewer that will be getting pumped and a possible truck.
4. EZ Build Cabins: This will be left on the meeting agenda for the next meeting.
5. Hand Dryers: A motion to order two hand dryers depending on if the electric can be done is made by Jack Mulcare and Michael Warner seconds the motion. Roll call vote is taken. Jack Mulcare, yes. Joel Buchanan, yes. Jerry Vellutini, yes. Michael Warner, yes. Stephan Smith, yes.
ALL IN FAVOR. NONE OPPOSED. MOTION PASSES.

Public/Council Comment: Brett Morrison is wondering if signs are marking the city gravel pile. Jerry Coley is directed to send emails to contractors making sure they are pulling from the correct pile. Brett asks about the EZ Build cabins and suggests zoning be applied seeing there would be 14 per acre.

Executive Session: Personnel and Finances: Jack Mulcare makes a motion to move into an executive session. Jerry Vellutini seconds that motion. Roll call vote. Jack Mulcare, yes. Jerry Vellutini, yes. Michael Warner, yes. Joel Buchanan, yes. Stephan Smith, yes.

ALL IN FAVOR. NONE OPPOSED. MOTION PASSES. Meeting moves into an executive session at 8:54 P.M.
Meeting moves out of an executive session at 9:43 P.M.

Adjourn: A motion to adjourn is made and someone on the council seconds it (not indicated on the roll call sheet and the city clerk was excused from the meeting before executive session).
All members are in favor. Meeting adjourns at 9:43 P.M.

Passed by a duly constituted city council quorum this _____, day of _____, 2026

Mayor, Joel Buchanan _____

City Clerk, Soiyor Fitzpatrick _____

June 2026 Council Report

The water plant continues to produce water within regulatory guidelines. There continues to be a tint to the finished water, this issues continues to be addressed and worked on. CRW Engineering and Village Safe Water (VSW) have been working on a solution and cost estimate, at my last communication with CRW they were waiting on approval from VSW.

Representatives of Alaska Rural Water Association were onsite May 28th. They have been aware of our situation from the beginning and gave us several recommendations to try. Other plants in Southeast Alaska have had similar issues and have had to change the coagulants that the use. This is not something that that can be done arbitrarily by Coffman water. This must be part of the CRW plan and it must be approved by Alaska DEC.

The Hydrants will be flushed again before the end of June.

The intake continues to be maintained and worked on as needed.

Jeff

Coffman Water

Monthly Maint Report

May - June 2026

- Did APRA Building inspections for Cityhall - Fire station - City shop - Librey - Ferry terminal - Post Office - Clinic - Water plant
- Moved and stacked firewood for forest service bench
- Gathered parts for Terry to weld new gate fixture to lock metal gate
- Took trash truck to Klauzet to empty with Terry C.
- Jerry and I took over trash pickup.
- Removed culvert markers along loggers Ln
- Rescore reworked main dock
- Started moving launs but waiting on more belts for mower or new one
- We need a push mower too!!! Please
- Weed ~~was~~ worked around city fire hydrants
- Helped move things about in city hall

**CITY OF COFFMAN COVE
NON-CODE ORDINANCE 26 08
AN ORDINANCE FOR THE CITY OF COFFMAN COVE PROVIDING FOR THE AMENDMENT
OF THE BUDGET FOR FISCAL YEAR 2026**

Section 1. Classification

This is a Non-Code Ordinance

Section 2. General Provision

The authorized changes to the FY26 Budget for the period July 1, 2025, through June 30, 2026, are as follows and are made a matter of public record.

FY 26 BUDGET AMENDMENTS

Numbers for the
Budget Amendment
will be provided
tomorrow

This Ordinance becomes effective upon its adoption by the City Council.

First Reading: June 18th , 2026

Second Reading: June 25th, 2026

Public Hearing: June 25th , 2026

Adopted by a duly constituted quorum of the City Council of Coffman Cove, Alaska, this 18th day of June 2026

Mayor, Joel Buchanan _____

Treasurer, Brenda Clauson _____

**CITY OF COFFMAN COVE
NON-CODE ORDINANCE 26 09
AN ORDINANCE FOR THE CITY OF COFFMAN COVE PROVIDING FOR THE ESTABLISHMENT AND ADOPTION
OF THE BUDGET FOR FISCAL YEAR 2027**

Section 1. Classification

This is a Non-Code Ordinance

Section 2. General Provision

The attached document is the authorized budget of revenues and expenditures for the period of July 1, 2026 through June 30, 2027 and is made a matter of public record.

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	ADMINISTRATION			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
4003 City Elections		300.00	-300.00	\$0.00	\$300.00	\$ -300.00
4099 AK Coastal Aggregates Contract		7,500.00	-7,500.00	\$0.00	\$7,500.00	\$ -7,500.00
4141 Land Leases		29,000.00	-29,000.00	\$0.00	\$29,000.00	\$ -29,000.00
4149 Advertising & Marketing		1,000.00	-1,000.00	\$0.00	\$1,000.00	\$ -1,000.00
4171 Finance Charge Income		600.00	-600.00	\$0.00	\$600.00	\$ -600.00
4190 Merchant Service Fees		5,000.00	-5,000.00	\$0.00	\$5,000.00	\$ -5,000.00
4208 GRANT FUNDS State - Community Assistance		75,000.00	-75,000.00	\$0.00	\$75,000.00	\$ -75,000.00
4210 GRANT FUNDS State - Shared Fisheries Business Tax		3,000.00	-3,000.00	\$0.00	\$3,000.00	\$ -3,000.00
4300 GRANT FUNDS Federal - Payment in Lieu of Taxes		76,000.00	-76,000.00	\$0.00	\$76,000.00	\$ -76,000.00
Total Income	\$0.00	\$197,400.00	\$ -197,400.00	\$0.00	\$197,400.00	\$ -197,400.00
GROSS PROFIT	\$0.00	\$197,400.00	\$ -197,400.00	\$0.00	\$197,400.00	\$ -197,400.00
Expenses						
6001 Salaries/Wages		64,000.00	-64,000.00	\$0.00	\$64,000.00	\$ -64,000.00
6016 Salaries/ Wages - Holiday/Bonus pay		610.00	-610.00	\$0.00	\$610.00	\$ -610.00
6018 Salaries/ Wages - Sick pay		1,040.00	-1,040.00	\$0.00	\$1,040.00	\$ -1,040.00
6019 Salaries/ Wages - Vacation Pay		2,000.00	-2,000.00	\$0.00	\$2,000.00	\$ -2,000.00
6020 Salaries/ Wages - Payroll Taxes		6,400.00	-6,400.00	\$0.00	\$6,400.00	\$ -6,400.00
6050 Salaries/ Wages - Workers Compensation		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6100 Travel Expense - Per Diem		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6101 Travel Expense - Lodging		3,000.00	-3,000.00	\$0.00	\$3,000.00	\$ -3,000.00
6104 Travel Expense - Airfare		3,000.00	-3,000.00	\$0.00	\$3,000.00	\$ -3,000.00
6110 Travel Expense - Training/workshop/conf. fees		5,000.00	-5,000.00	\$0.00	\$5,000.00	\$ -5,000.00
6210 Audit		15,000.00	-15,000.00	\$0.00	\$15,000.00	\$ -15,000.00
6215 Legal & Lobbyist		5,000.00	-5,000.00	\$0.00	\$5,000.00	\$ -5,000.00
6216 Bookkeeping		10,000.00	-10,000.00	\$0.00	\$10,000.00	\$ -10,000.00
6250 Contract Services		15,000.00	-15,000.00	\$0.00	\$15,000.00	\$ -15,000.00
6312 Office & Clerical Supplies - Computers/Printers		5,000.00	-5,000.00	\$0.00	\$5,000.00	\$ -5,000.00
6321 Maintenance Facilities		200.00	-200.00	\$0.00	\$200.00	\$ -200.00
6410 Office & Clerical Supplies - Freight & Postage		754.00	-754.00	\$0.00	\$754.00	\$ -754.00
6415 Office & Clerical Supplies		800.00	-800.00	\$0.00	\$800.00	\$ -800.00
6420 Electricity		3,210.00	-3,210.00	\$0.00	\$3,210.00	\$ -3,210.00
6423 Office & Clerical Supplies - Telephone		1,750.00	-1,750.00	\$0.00	\$1,750.00	\$ -1,750.00
6424 Office & Clerical Supplies - Internet Access/ Web		2,033.00	-2,033.00	\$0.00	\$2,033.00	\$ -2,033.00
6430 Operating Expenses - Heating Oil & Firewood		3,000.00	-3,000.00	\$0.00	\$3,000.00	\$ -3,000.00
6500 Operating Expenses - General liability		4,200.00	-4,200.00	\$0.00	\$4,200.00	\$ -4,200.00
6501 Operating Expenses - Facility Insurance		4,650.00	-4,650.00	\$0.00	\$4,650.00	\$ -4,650.00
7004 Childrens Programs		700.00	-700.00	\$0.00	\$700.00	\$ -700.00
7010 Licenses/Fees/ Subscriptions		12,500.00	-12,500.00	\$0.00	\$12,500.00	\$ -12,500.00
7013 Advertising and Publications		750.00	-750.00	\$0.00	\$750.00	\$ -750.00
7025 Bank Fees - Bank Service Charge		200.00	-200.00	\$0.00	\$200.00	\$ -200.00
7026 Bank Fees - Merchant Bank Card Fees		9,000.00	-9,000.00	\$0.00	\$9,000.00	\$ -9,000.00
Total Expenses	\$0.00	\$181,797.00	\$ -181,797.00	\$0.00	\$181,797.00	\$ -181,797.00
NET OPERATING INCOME	\$0.00	\$15,603.00	\$ -15,603.00	\$0.00	\$15,603.00	\$ -15,603.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	ADMINISTRATION			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Other Income						
4127 Investment Income Fidelity		42,000.00	-42,000.00	\$0.00	\$42,000.00	\$ -42,000.00
4173 Unrealized Gain / Losses		0.00	0.00	\$0.00	\$0.00	\$0.00
Total Other Income	\$0.00	\$42,000.00	\$ -42,000.00	\$0.00	\$42,000.00	\$ -42,000.00
NET OTHER INCOME	\$0.00	\$42,000.00	\$ -42,000.00	\$0.00	\$42,000.00	\$ -42,000.00
NET INCOME	\$0.00	\$57,603.00	\$ -57,603.00	\$0.00	\$57,603.00	\$ -57,603.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	CLINIC			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
Total Income			\$0.00	\$0.00	\$0.00	\$0.00
GROSS PROFIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenses						
6321 Maintenance Facilities		750.00	-750.00	\$0.00	\$750.00	\$ -750.00
6420 Electricity		3,000.00	-3,000.00	\$0.00	\$3,000.00	\$ -3,000.00
6423 Office & Clerical Supplies - Telephone		1,700.00	-1,700.00	\$0.00	\$1,700.00	\$ -1,700.00
6430 Operating Expenses - Heating Oil & Firewood		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6501 Operating Expenses - Facility Insurance		12,200.00	-12,200.00	\$0.00	\$12,200.00	\$ -12,200.00
Total Expenses	\$0.00	\$18,150.00	\$ -18,150.00	\$0.00	\$18,150.00	\$ -18,150.00
NET OPERATING INCOME	\$0.00	\$ -18,150.00	\$18,150.00	\$0.00	\$ -18,150.00	\$18,150.00
NET INCOME	\$0.00	\$ -18,150.00	\$18,150.00	\$0.00	\$ -18,150.00	\$18,150.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	COUNCIL			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
Total Income			\$0.00	\$0.00	\$0.00	\$0.00
GROSS PROFIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenses						
6600 Stipend		2,400.00	-2,400.00	\$0.00	\$2,400.00	\$ -2,400.00
Total Expenses	\$0.00	\$2,400.00	\$ -2,400.00	\$0.00	\$2,400.00	\$ -2,400.00
NET OPERATING INCOME	\$0.00	\$ -2,400.00	\$2,400.00	\$0.00	\$ -2,400.00	\$2,400.00
NET INCOME	\$0.00	\$ -2,400.00	\$2,400.00	\$0.00	\$ -2,400.00	\$2,400.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	EMS			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
Total Income			\$0.00	\$0.00	\$0.00	\$0.00
GROSS PROFIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenses						
6111 Equipment - Vehicle & Equipment Fuel		300.00	-300.00	\$0.00	\$300.00	\$ -300.00
6310 Equipment - Equipment/ Material Purchase		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6315 Maintenance Vehicles & Equip.		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6502 Equipment - Vehicle & Equipment Insurance		1,100.00	-1,100.00	\$0.00	\$1,100.00	\$ -1,100.00
7010 Licenses/Fees/ Subscriptions		100.00	-100.00	\$0.00	\$100.00	\$ -100.00
Total Expenses	\$0.00	\$2,500.00	\$ -2,500.00	\$0.00	\$2,500.00	\$ -2,500.00
NET OPERATING INCOME	\$0.00	\$ -2,500.00	\$2,500.00	\$0.00	\$ -2,500.00	\$2,500.00
NET INCOME	\$0.00	\$ -2,500.00	\$2,500.00	\$0.00	\$ -2,500.00	\$2,500.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	FERRY TERMINAL			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
4142 Building Rentals		4,000.00	-4,000.00	\$0.00	\$4,000.00	\$ -4,000.00
Total Income	\$0.00	\$4,000.00	\$ -4,000.00	\$0.00	\$4,000.00	\$ -4,000.00
GROSS PROFIT	\$0.00	\$4,000.00	\$ -4,000.00	\$0.00	\$4,000.00	\$ -4,000.00
Expenses						
6321 Maintenance Facilities		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6420 Electricity		4,000.00	-4,000.00	\$0.00	\$4,000.00	\$ -4,000.00
6430 Operating Expenses - Heating Oil & Firewood		2,400.00	-2,400.00	\$0.00	\$2,400.00	\$ -2,400.00
6501 Operating Expenses - Facility Insurance		11,000.00	-11,000.00	\$0.00	\$11,000.00	\$ -11,000.00
Total Expenses	\$0.00	\$18,900.00	\$ -18,900.00	\$0.00	\$18,900.00	\$ -18,900.00
NET OPERATING INCOME	\$0.00	\$ -14,900.00	\$14,900.00	\$0.00	\$ -14,900.00	\$14,900.00
NET INCOME	\$0.00	\$ -14,900.00	\$14,900.00	\$0.00	\$ -14,900.00	\$14,900.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	FIRE DEPARTMENT			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
Total Income			\$0.00	\$0.00	\$0.00	\$0.00
GROSS PROFIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenses						
6111 Equipment - Vehicle & Equipment Fuel		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6310 Equipment - Equipment/ Material Purchase		200.00	-200.00	\$0.00	\$200.00	\$ -200.00
6315 Maintenance Vehicles & Equip.		600.00	-600.00	\$0.00	\$600.00	\$ -600.00
6321 Maintenance Facilities		1,000.00	-1,000.00	\$0.00	\$1,000.00	\$ -1,000.00
6420 Electricity		910.00	-910.00	\$0.00	\$910.00	\$ -910.00
6423 Office & Clerical Supplies - Telephone		1,000.00	-1,000.00	\$0.00	\$1,000.00	\$ -1,000.00
6430 Operating Expenses - Heating Oil & Firewood		5,500.00	-5,500.00	\$0.00	\$5,500.00	\$ -5,500.00
6501 Operating Expenses - Facility Insurance		3,000.00	-3,000.00	\$0.00	\$3,000.00	\$ -3,000.00
6502 Equipment - Vehicle & Equipment Insurance		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
7010 Licenses/Fees/ Subscriptions		250.00	-250.00	\$0.00	\$250.00	\$ -250.00
Total Expenses	\$0.00	\$14,460.00	\$ -14,460.00	\$0.00	\$14,460.00	\$ -14,460.00
NET OPERATING INCOME	\$0.00	\$ -14,460.00	\$14,460.00	\$0.00	\$ -14,460.00	\$14,460.00
NET INCOME	\$0.00	\$ -14,460.00	\$14,460.00	\$0.00	\$ -14,460.00	\$14,460.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	GARBAGE/WASTE			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
4108 Garbage Services Revenue		38,500.00	-38,500.00	\$0.00	\$38,500.00	\$ -38,500.00
4110 Garbage Services Revenue - Landfill / Dump Fees		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
Total Income	\$0.00	\$39,000.00	\$ -39,000.00	\$0.00	\$39,000.00	\$ -39,000.00
GROSS PROFIT	\$0.00	\$39,000.00	\$ -39,000.00	\$0.00	\$39,000.00	\$ -39,000.00
Expenses						
6001 Salaries/Wages		12,000.00	-12,000.00	\$0.00	\$12,000.00	\$ -12,000.00
6016 Salaries/ Wages - Holiday/Bonus pay		210.00	-210.00	\$0.00	\$210.00	\$ -210.00
6020 Salaries/ Wages - Payroll Taxes		1,076.00	-1,076.00	\$0.00	\$1,076.00	\$ -1,076.00
6050 Salaries/ Wages - Workers Compensation		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6110 Travel Expense - Training/workshop/conf. fees		6,000.00	-6,000.00	\$0.00	\$6,000.00	\$ -6,000.00
6111 Equipment - Vehicle & Equipment Fuel		3,300.00	-3,300.00	\$0.00	\$3,300.00	\$ -3,300.00
6250 Contract Services		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6310 Equipment - Equipment/ Material Purchase		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6315 Maintenance Vehicles & Equip.		2,700.00	-2,700.00	\$0.00	\$2,700.00	\$ -2,700.00
6400 Equipment - Parts and Tools		600.00	-600.00	\$0.00	\$600.00	\$ -600.00
6421 Dump/ Pumping Fees		19,000.00	-19,000.00	\$0.00	\$19,000.00	\$ -19,000.00
6502 Equipment - Vehicle & Equipment Insurance		650.00	-650.00	\$0.00	\$650.00	\$ -650.00
7010 Licenses/Fees/ Subscriptions		100.00	-100.00	\$0.00	\$100.00	\$ -100.00
Total Expenses	\$0.00	\$49,236.00	\$ -49,236.00	\$0.00	\$49,236.00	\$ -49,236.00
NET OPERATING INCOME	\$0.00	\$ -10,236.00	\$10,236.00	\$0.00	\$ -10,236.00	\$10,236.00
NET INCOME	\$0.00	\$ -10,236.00	\$10,236.00	\$0.00	\$ -10,236.00	\$10,236.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	HARBOR/DOCK			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
4001 Other Revenues		200.00	-200.00	\$0.00	\$200.00	\$ -200.00
4002 Harbor/Dock Revenue - Launch & Parking fees		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
4113 Harbor/Dock Revenue - Annual Moorage		40,000.00	-40,000.00	\$0.00	\$40,000.00	\$ -40,000.00
4114 Harbor/Dock Revenue - Harbor Revenue Electricity		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
4115 Harbor/Dock Revenue - Transient Moorage		18,000.00	-18,000.00	\$0.00	\$18,000.00	\$ -18,000.00
Total Income	\$0.00	\$61,200.00	\$ -61,200.00	\$0.00	\$61,200.00	\$ -61,200.00
GROSS PROFIT	\$0.00	\$61,200.00	\$ -61,200.00	\$0.00	\$61,200.00	\$ -61,200.00
Expenses						
6001 Salaries/Wages		15,000.00	-15,000.00	\$0.00	\$15,000.00	\$ -15,000.00
6020 Salaries/ Wages - Payroll Taxes		984.00	-984.00	\$0.00	\$984.00	\$ -984.00
6050 Salaries/ Wages - Workers Compensation		1,220.00	-1,220.00	\$0.00	\$1,220.00	\$ -1,220.00
6250 Contract Services		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6310 Equipment - Equipment/ Material Purchase		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6321 Maintenance Facilities		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6420 Electricity		6,300.00	-6,300.00	\$0.00	\$6,300.00	\$ -6,300.00
6423 Office & Clerical Supplies - Telephone		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6424 Office & Clerical Supplies - Internet Access/ Web		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6502 Equipment - Vehicle & Equipment Insurance		200.00	-200.00	\$0.00	\$200.00	\$ -200.00
Total Expenses	\$0.00	\$28,904.00	\$ -28,904.00	\$0.00	\$28,904.00	\$ -28,904.00
NET OPERATING INCOME	\$0.00	\$32,296.00	\$ -32,296.00	\$0.00	\$32,296.00	\$ -32,296.00
NET INCOME	\$0.00	\$32,296.00	\$ -32,296.00	\$0.00	\$32,296.00	\$ -32,296.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	LIBRARY			LIBRARY CONSTRUCTION			TOTAL LIBRARY			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income												
4160 Donations		1,500.00	-1,500.00		4,000.00	-4,000.00		5,500.00	-5,500.00	\$0.00	\$5,500.00	\$ -5,500.00
4202 GRANT FUNDS State - Library Operating Grant (PLAG)		7,000.00	-7,000.00					7,000.00	-7,000.00	\$0.00	\$7,000.00	\$ -7,000.00
4211 GRANT FUNDS State - OWL Internet Funds		1,919.40	-1,919.40					1,919.40	-1,919.40	\$0.00	\$1,919.40	\$ -1,919.40
4400 GRANT FUNDS - Reuben E. Crossett Grant		5,000.00	-5,000.00					5,000.00	-5,000.00	\$0.00	\$5,000.00	\$ -5,000.00
Total Income	\$0.00	\$15,419.40	\$ -15,419.40	\$0.00	\$4,000.00	\$ -4,000.00	\$0.00	\$19,419.40	\$ -19,419.40	\$0.00	\$19,419.40	\$ -19,419.40
GROSS PROFIT	\$0.00	\$15,419.40	\$ -15,419.40	\$0.00	\$4,000.00	\$ -4,000.00	\$0.00	\$19,419.40	\$ -19,419.40	\$0.00	\$19,419.40	\$ -19,419.40
Expenses												
6321 Maintenance Facilities		250.00	-250.00					250.00	-250.00	\$0.00	\$250.00	\$ -250.00
6403 Books		500.00	-500.00					500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6410 Office & Clerical Supplies - Freight & Postage		100.00	-100.00					100.00	-100.00	\$0.00	\$100.00	\$ -100.00
6415 Office & Clerical Supplies		350.00	-350.00					350.00	-350.00	\$0.00	\$350.00	\$ -350.00
6420 Electricity		1,500.00	-1,500.00					1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6423 Office & Clerical Supplies - Telephone		1,000.00	-1,000.00					1,000.00	-1,000.00	\$0.00	\$1,000.00	\$ -1,000.00
6424 Office & Clerical Supplies - Internet Access/ Web		2,000.00	-2,000.00					2,000.00	-2,000.00	\$0.00	\$2,000.00	\$ -2,000.00
6430 Operating Expenses - Heating Oil & Firewood		3,500.00	-3,500.00					3,500.00	-3,500.00	\$0.00	\$3,500.00	\$ -3,500.00
6501 Operating Expenses - Facility Insurance		2,500.00	-2,500.00					2,500.00	-2,500.00	\$0.00	\$2,500.00	\$ -2,500.00
7010 Licenses/Fees/ Subscriptions		1,500.00	-1,500.00					1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
Total Expenses	\$0.00	\$13,200.00	\$ -13,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,200.00	\$ -13,200.00	\$0.00	\$13,200.00	\$ -13,200.00
NET OPERATING INCOME	\$0.00	\$2,219.40	\$ -2,219.40	\$0.00	\$4,000.00	\$ -4,000.00	\$0.00	\$6,219.40	\$ -6,219.40	\$0.00	\$6,219.40	\$ -6,219.40
NET INCOME	\$0.00	\$2,219.40	\$ -2,219.40	\$0.00	\$4,000.00	\$ -4,000.00	\$0.00	\$6,219.40	\$ -6,219.40	\$0.00	\$6,219.40	\$ -6,219.40

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	MAINTENANCE/SHOP			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
Total Income			\$0.00	\$0.00	\$0.00	\$0.00
GROSS PROFIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenses						
6001 Salaries/Wages		15,000.00	-15,000.00	\$0.00	\$15,000.00	\$ -15,000.00
6016 Salaries/ Wages - Holiday/Bonus pay		400.00	-400.00	\$0.00	\$400.00	\$ -400.00
6019 Salaries/ Wages - Vacation Pay		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6020 Salaries/ Wages - Payroll Taxes		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6050 Salaries/ Wages - Workers Compensation		550.00	-550.00	\$0.00	\$550.00	\$ -550.00
6111 Equipment - Vehicle & Equipment Fuel		2,625.00	-2,625.00	\$0.00	\$2,625.00	\$ -2,625.00
6310 Equipment - Equipment/ Material Purchase		1,000.00	-1,000.00	\$0.00	\$1,000.00	\$ -1,000.00
6315 Maintenance Vehicles & Equip.		2,100.00	-2,100.00	\$0.00	\$2,100.00	\$ -2,100.00
6320 Supplies		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6321 Maintenance Facilities		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6400 Equipment - Parts and Tools		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6420 Electricity		1,000.00	-1,000.00	\$0.00	\$1,000.00	\$ -1,000.00
6424 Office & Clerical Supplies - Internet Access/ Web		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6430 Operating Expenses - Heating Oil & Firewood		4,500.00	-4,500.00	\$0.00	\$4,500.00	\$ -4,500.00
6501 Operating Expenses - Facility Insurance		2,500.00	-2,500.00	\$0.00	\$2,500.00	\$ -2,500.00
6502 Equipment - Vehicle & Equipment Insurance		600.00	-600.00	\$0.00	\$600.00	\$ -600.00
7010 Licenses/Fees/ Subscriptions		50.00	-50.00	\$0.00	\$50.00	\$ -50.00
Total Expenses	\$0.00	\$36,025.00	\$ -36,025.00	\$0.00	\$36,025.00	\$ -36,025.00
NET OPERATING INCOME	\$0.00	\$ -36,025.00	\$36,025.00	\$0.00	\$ -36,025.00	\$36,025.00
NET INCOME	\$0.00	\$ -36,025.00	\$36,025.00	\$0.00	\$ -36,025.00	\$36,025.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	PARKS AND RECREATION			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
Total Income			\$0.00	\$0.00	\$0.00	\$0.00
GROSS PROFIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Expenses						
6001 Salaries/Wages		2,000.00	-2,000.00	\$0.00	\$2,000.00	\$ -2,000.00
6020 Salaries/ Wages - Payroll Taxes		295.00	-295.00	\$0.00	\$295.00	\$ -295.00
6050 Salaries/ Wages - Workers Compensation		320.00	-320.00	\$0.00	\$320.00	\$ -320.00
6111 Equipment - Vehicle & Equipment Fuel		400.00	-400.00	\$0.00	\$400.00	\$ -400.00
6310 Equipment - Equipment/ Material Purchase		250.00	-250.00	\$0.00	\$250.00	\$ -250.00
6315 Maintenance Vehicles & Equip.		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6320 Supplies		100.00	-100.00	\$0.00	\$100.00	\$ -100.00
6321 Maintenance Facilities		400.00	-400.00	\$0.00	\$400.00	\$ -400.00
6420 Electricity		450.00	-450.00	\$0.00	\$450.00	\$ -450.00
Total Expenses	\$0.00	\$4,715.00	\$ -4,715.00	\$0.00	\$4,715.00	\$ -4,715.00
NET OPERATING INCOME	\$0.00	\$ -4,715.00	\$4,715.00	\$0.00	\$ -4,715.00	\$4,715.00
NET INCOME	\$0.00	\$ -4,715.00	\$4,715.00	\$0.00	\$ -4,715.00	\$4,715.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	POST OFFICE			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
4100 Post Office Contract		16,744.00	-16,744.00	\$0.00	\$16,744.00	\$ -16,744.00
Total Income	\$0.00	\$16,744.00	\$ -16,744.00	\$0.00	\$16,744.00	\$ -16,744.00
GROSS PROFIT	\$0.00	\$16,744.00	\$ -16,744.00	\$0.00	\$16,744.00	\$ -16,744.00
Expenses						
6001 Salaries/Wages		21,000.00	-21,000.00	\$0.00	\$21,000.00	\$ -21,000.00
6016 Salaries/ Wages - Holiday/Bonus pay		400.00	-400.00	\$0.00	\$400.00	\$ -400.00
6019 Salaries/ Wages - Vacation Pay		350.00	-350.00	\$0.00	\$350.00	\$ -350.00
6020 Salaries/ Wages - Payroll Taxes		1,631.00	-1,631.00	\$0.00	\$1,631.00	\$ -1,631.00
6050 Salaries/ Wages - Workers Compensation		1,000.00	-1,000.00	\$0.00	\$1,000.00	\$ -1,000.00
6312 Office & Clerical Supplies - Computers/Printers		75.00	-75.00	\$0.00	\$75.00	\$ -75.00
6321 Maintenance Facilities		250.00	-250.00	\$0.00	\$250.00	\$ -250.00
6415 Office & Clerical Supplies		200.00	-200.00	\$0.00	\$200.00	\$ -200.00
6416 Office & Clerical Supplies - Copier Supplies		400.00	-400.00	\$0.00	\$400.00	\$ -400.00
6420 Electricity		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6423 Office & Clerical Supplies - Telephone		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6424 Office & Clerical Supplies - Internet Access/ Web		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6430 Operating Expenses - Heating Oil & Firewood		1,000.00	-1,000.00	\$0.00	\$1,000.00	\$ -1,000.00
6501 Operating Expenses - Facility Insurance		2,400.00	-2,400.00	\$0.00	\$2,400.00	\$ -2,400.00
Total Expenses	\$0.00	\$32,606.00	\$ -32,606.00	\$0.00	\$32,606.00	\$ -32,606.00
NET OPERATING INCOME	\$0.00	\$ -15,862.00	\$15,862.00	\$0.00	\$ -15,862.00	\$15,862.00
NET INCOME	\$0.00	\$ -15,862.00	\$15,862.00	\$0.00	\$ -15,862.00	\$15,862.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	STREETS & ROADS			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
4150 Misc. Sales		2,500.00	-2,500.00	\$0.00	\$2,500.00	\$ -2,500.00
4305 GRANT FUNDS Federal - NFR-Timber Receipts		25,000.00	-25,000.00	\$0.00	\$25,000.00	\$ -25,000.00
4407 GRANT FUNDS Federal - Secure Rural Schools		28,367.72	-28,367.72	\$0.00	\$28,367.72	\$ -28,367.72
Total Income	\$0.00	\$55,867.72	\$ -55,867.72	\$0.00	\$55,867.72	\$ -55,867.72
GROSS PROFIT	\$0.00	\$55,867.72	\$ -55,867.72	\$0.00	\$55,867.72	\$ -55,867.72
Expenses						
6001 Salaries/Wages		4,000.00	-4,000.00	\$0.00	\$4,000.00	\$ -4,000.00
6016 Salaries/ Wages - Holiday/Bonus pay		200.00	-200.00	\$0.00	\$200.00	\$ -200.00
6020 Salaries/ Wages - Payroll Taxes		300.00	-300.00	\$0.00	\$300.00	\$ -300.00
6050 Salaries/ Wages - Workers Compensation		450.00	-450.00	\$0.00	\$450.00	\$ -450.00
6111 Equipment - Vehicle & Equipment Fuel		3,000.00	-3,000.00	\$0.00	\$3,000.00	\$ -3,000.00
6250 Contract Services		10,000.00	-10,000.00	\$0.00	\$10,000.00	\$ -10,000.00
6310 Equipment - Equipment/ Material Purchase		2,000.00	-2,000.00	\$0.00	\$2,000.00	\$ -2,000.00
6315 Maintenance Vehicles & Equip.		3,000.00	-3,000.00	\$0.00	\$3,000.00	\$ -3,000.00
6400 Equipment - Parts and Tools		2,500.00	-2,500.00	\$0.00	\$2,500.00	\$ -2,500.00
6420 Electricity		1,900.00	-1,900.00	\$0.00	\$1,900.00	\$ -1,900.00
6502 Equipment - Vehicle & Equipment Insurance		800.00	-800.00	\$0.00	\$800.00	\$ -800.00
Total Expenses	\$0.00	\$28,150.00	\$ -28,150.00	\$0.00	\$28,150.00	\$ -28,150.00
NET OPERATING INCOME	\$0.00	\$27,717.72	\$ -27,717.72	\$0.00	\$27,717.72	\$ -27,717.72
NET INCOME	\$0.00	\$27,717.72	\$ -27,717.72	\$0.00	\$27,717.72	\$ -27,717.72

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	WATER/SEWER			TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	ACTUAL	BUDGET	OVER BUDGET
Income						
4000 Water / Sewer Revenues		174,000.00	-174,000.00	\$0.00	\$174,000.00	\$ -174,000.00
4001 Other Revenues		7,500.00	-7,500.00	\$0.00	\$7,500.00	\$ -7,500.00
Total Income	\$0.00	\$181,500.00	\$ -181,500.00	\$0.00	\$181,500.00	\$ -181,500.00
GROSS PROFIT	\$0.00	\$181,500.00	\$ -181,500.00	\$0.00	\$181,500.00	\$ -181,500.00
Expenses						
6001 Salaries/Wages		60,000.00	-60,000.00	\$0.00	\$60,000.00	\$ -60,000.00
6016 Salaries/ Wages - Holiday/Bonus pay		400.00	-400.00	\$0.00	\$400.00	\$ -400.00
6019 Salaries/ Wages - Vacation Pay		1,400.00	-1,400.00	\$0.00	\$1,400.00	\$ -1,400.00
6020 Salaries/ Wages - Payroll Taxes		5,000.00	-5,000.00	\$0.00	\$5,000.00	\$ -5,000.00
6050 Salaries/ Wages - Workers Compensation		2,000.00	-2,000.00	\$0.00	\$2,000.00	\$ -2,000.00
6100 Travel Expense - Per Diem		450.00	-450.00	\$0.00	\$450.00	\$ -450.00
6101 Travel Expense - Lodging		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6104 Travel Expense - Airfare		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6110 Travel Expense - Training/workshop/conf. fees		2,500.00	-2,500.00	\$0.00	\$2,500.00	\$ -2,500.00
6111 Equipment - Vehicle & Equipment Fuel		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6219 Water Testing		15,000.00	-15,000.00	\$0.00	\$15,000.00	\$ -15,000.00
6310 Equipment - Equipment/ Material Purchase		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6315 Maintenance Vehicles & Equip.		500.00	-500.00	\$0.00	\$500.00	\$ -500.00
6321 Maintenance Facilities		5,000.00	-5,000.00	\$0.00	\$5,000.00	\$ -5,000.00
6400 Equipment - Parts and Tools		5,000.00	-5,000.00	\$0.00	\$5,000.00	\$ -5,000.00
6402 Chemicals		12,000.00	-12,000.00	\$0.00	\$12,000.00	\$ -12,000.00
6410 Office & Clerical Supplies - Freight & Postage		5,000.00	-5,000.00	\$0.00	\$5,000.00	\$ -5,000.00
6420 Electricity		17,500.00	-17,500.00	\$0.00	\$17,500.00	\$ -17,500.00
6421 Dump/ Pumping Fees		16,500.00	-16,500.00	\$0.00	\$16,500.00	\$ -16,500.00
6423 Office & Clerical Supplies - Telephone		1,500.00	-1,500.00	\$0.00	\$1,500.00	\$ -1,500.00
6424 Office & Clerical Supplies - Internet Access/ Web		1,200.00	-1,200.00	\$0.00	\$1,200.00	\$ -1,200.00
6430 Operating Expenses - Heating Oil & Firewood		5,500.00	-5,500.00	\$0.00	\$5,500.00	\$ -5,500.00
6501 Operating Expenses - Facility Insurance		4,300.00	-4,300.00	\$0.00	\$4,300.00	\$ -4,300.00
6502 Equipment - Vehicle & Equipment Insurance		700.00	-700.00	\$0.00	\$700.00	\$ -700.00
7010 Licenses/Fees/ Subscriptions		2,000.00	-2,000.00	\$0.00	\$2,000.00	\$ -2,000.00
Total Expenses	\$0.00	\$167,850.00	\$ -167,850.00	\$0.00	\$167,850.00	\$ -167,850.00
NET OPERATING INCOME	\$0.00	\$13,650.00	\$ -13,650.00	\$0.00	\$13,650.00	\$ -13,650.00
NET INCOME	\$0.00	\$13,650.00	\$ -13,650.00	\$0.00	\$13,650.00	\$ -13,650.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

		TOTAL	
	ACTUAL	BUDGET	OVER BUDGET
Income			
4000 Water / Sewer Revenues		174,000.00	-174,000.00
4001 Other Revenues		7,700.00	-7,700.00
4002 Harbor/Dock Revenue - Launch & Parking fees		1,500.00	-1,500.00
4003 City Elections		300.00	-300.00
4099 AK Coastal Aggregates Contract		7,500.00	-7,500.00
4100 Post Office Contract		16,744.00	-16,744.00
4108 Garbage Services Revenue		38,500.00	-38,500.00
4110 Garbage Services Revenue - Landfill / Dump Fees		500.00	-500.00
4113 Harbor/Dock Revenue - Annual Moorage		40,000.00	-40,000.00
4114 Harbor/Dock Revenue - Harbor Revenue Electricity		1,500.00	-1,500.00
4115 Harbor/Dock Revenue - Transient Moorage		18,000.00	-18,000.00
4141 Land Leases		29,000.00	-29,000.00
4142 Building Rentals		4,000.00	-4,000.00
4149 Advertising & Marketing		1,000.00	-1,000.00
4150 Misc. Sales		2,500.00	-2,500.00
4160 Donations		5,500.00	-5,500.00
4171 Finance Charge Income		600.00	-600.00
4190 Merchant Service Fees		5,000.00	-5,000.00
4202 GRANT FUNDS State - Library Operating Grant (PLAG)		7,000.00	-7,000.00
4208 GRANT FUNDS State - Community Assistance		75,000.00	-75,000.00
4210 GRANT FUNDS State - Shared Fisheries Business Tax		3,000.00	-3,000.00
4211 GRANT FUNDS State - OWL Internet Funds		1,919.40	-1,919.40
4300 GRANT FUNDS Federal - Payment in Lieu of Taxes		76,000.00	-76,000.00
4305 GRANT FUNDS Federal - NFR-Timber Receipts		25,000.00	-25,000.00
4400 GRANT FUNDS - Reuben E. Crossett Grant		5,000.00	-5,000.00
4407 GRANT FUNDS Federal - Secure Rural Schools		28,367.72	-28,367.72
Total Income	\$0.00	\$575,131.12	\$ -575,131.12
GROSS PROFIT	\$0.00	\$575,131.12	\$ -575,131.12
Expenses			
6001 Salaries/Wages		193,000.00	-193,000.00
6016 Salaries/ Wages - Holiday/Bonus pay		2,220.00	-2,220.00
6018 Salaries/ Wages - Sick pay		1,040.00	-1,040.00
6019 Salaries/ Wages - Vacation Pay		4,250.00	-4,250.00
6020 Salaries/ Wages - Payroll Taxes		17,186.00	-17,186.00
6050 Salaries/ Wages - Workers Compensation		8,240.00	-8,240.00
6100 Travel Expense - Per Diem		1,950.00	-1,950.00
6101 Travel Expense - Lodging		4,500.00	-4,500.00
6104 Travel Expense - Airfare		4,200.00	-4,200.00
6110 Travel Expense - Training/workshop/conf. fees		13,500.00	-13,500.00
6111 Equipment - Vehicle & Equipment Fuel		10,625.00	-10,625.00
6210 Audit		15,000.00	-15,000.00
6215 Legal & Lobbyist		5,000.00	-5,000.00

City of Coffman Cove

Budget vs. Actuals: Budget_FY27_P&L - FY27 P&L Classes

July 2026 - June 2027

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
6216 Bookkeeping		10,000.00	-10,000.00
6219 Water Testing		15,000.00	-15,000.00
6250 Contract Services		27,700.00	-27,700.00
6310 Equipment - Equipment/ Material Purchase		7,850.00	-7,850.00
6312 Office & Clerical Supplies - Computers/Printers		5,075.00	-5,075.00
6315 Maintenance Vehicles & Equip.		9,900.00	-9,900.00
6320 Supplies		600.00	-600.00
6321 Maintenance Facilities		10,350.00	-10,350.00
6400 Equipment - Parts and Tools		9,600.00	-9,600.00
6402 Chemicals		12,000.00	-12,000.00
6403 Books		500.00	-500.00
6410 Office & Clerical Supplies - Freight & Postage		5,854.00	-5,854.00
6415 Office & Clerical Supplies		1,350.00	-1,350.00
6416 Office & Clerical Supplies - Copier Supplies		400.00	-400.00
6420 Electricity		40,970.00	-40,970.00
6421 Dump/ Pumping Fees		35,500.00	-35,500.00
6423 Office & Clerical Supplies - Telephone		8,650.00	-8,650.00
6424 Office & Clerical Supplies - Internet Access/ Web		9,133.00	-9,133.00
6430 Operating Expenses - Heating Oil & Firewood		25,900.00	-25,900.00
6500 Operating Expenses - General liability		4,200.00	-4,200.00
6501 Operating Expenses - Facility Insurance		42,550.00	-42,550.00
6502 Equipment - Vehicle & Equipment Insurance		5,550.00	-5,550.00
6600 Stipend		2,400.00	-2,400.00
7004 Childrens Programs		700.00	-700.00
7010 Licenses/Fees/ Subscriptions		16,500.00	-16,500.00
7013 Advertising and Publications		750.00	-750.00
7025 Bank Fees - Bank Service Charge		200.00	-200.00
7026 Bank Fees - Merchant Bank Card Fees		9,000.00	-9,000.00
Total Expenses	\$0.00	\$598,893.00	\$ -598,893.00
NET OPERATING INCOME	\$0.00	\$ -23,761.88	\$23,761.88
Other Income			
4127 Investment Income Fidelity		42,000.00	-42,000.00
4173 Unrealized Gain / Losses		0.00	0.00
Total Other Income	\$0.00	\$42,000.00	\$ -42,000.00
NET OTHER INCOME	\$0.00	\$42,000.00	\$ -42,000.00
NET INCOME	\$0.00	\$18,238.12	\$ -18,238.12

This Ordinance becomes effective upon its adoption by the City Council.

First Reading: June 18th , 2026

Second Reading: June 25th, 2026

Public Hearing: June 25th , 2026

Adopted by a duly constituted quorum of the City Council of Coffman Cove, Alaska, this 18th day of June 2026

Mayor, Joel Buchanan _____

Treasurer, Brenda Clauson _____

Ocean Air LLC

907.821.3855

Heat Pump Proposal

Property location: Coffman Cove, AK
Proposal prepared for: Coffman Cove clinic
Quote prepared by Ocean Air LLC

Scope of work: Provide and install Mitsubishi high efficiency heat pump for the Coffman Cove Clinic building

Inclusions in proposal:

- 1) Remove existing Geo-thermal system and fluid contents in the piping. Cap piping in crawl space to prevent any fluid leaks.
- 2) Hang new air handler in the crawl space and duct to each room. Cut existing flooring to create new floor register.
- 3) Route refrigerant piping to the new outdoor heat pump.
- 4) Install new Rinnai on demand water heater, gas piping, and set new tank .
- 5) Start up and test equipment, give building owner tutorial on proper heat pump and water heater operation.

Pricing: Pricing includes shall include labor, heat pump equipment, materials, shipping, propane piping, water heater, gas piping, demo of old equipment, and accessories for complete operating system.

Pricing Excludes line voltage and low voltage electrical work.

Investment: for above described project shall be for \$28,500.00

Terms: 40% down payment and final payment when project is 100% complete.

City of Coffman Cove

Property owner

Arnie Bossard

Ocean Air LLC

Thank you for the opportunity bid your project

Submitted by Arnie Bossard
Ocean Air LLC

annual tank rent + \$110/year
 delivery to Coffman \$250.00
 100 gallons LP
 \$455.00 to fill

**Arrowhead LP Gas
 Rinnai Water Heaters
 Prices Effective July 2025
 Crg/Jnu/Ktn**

Standard Models (82% efficiency)

RE160I	For ONE Major Hot Water Use at a Time	\$1,220 + Venting & Plumbing Kit
RE180I	For TWO Major Hot Water Uses at a Time	\$1,445 + Venting & Plumbing Kit
RE199I	For THREE Major Hot Water Uses at a Time	\$1,690 + Venting & Plumbing Kit

223182	Standard Up and Out the wall Vent Kit 21"	\$193
	or 12" kit = 223181	\$181

Other Venting Options are available for additional expense, up to 20' away, horizontal or vertical
 (approximate expense for vertical vent through one story roof \$435)

The RE models are not warranted for commercial applications

MIVK-T_LW	Plumbing Kit: Isolator valves and T&P Valve	\$172
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Condensing Model (93% efficiency)*

RX160	For THREE Major Hot Water Uses at a Time	\$1,770 + Venting & Plumbing Kit
RX180	For FOUR Major Hot Water Uses at a Time	\$1,965 + Venting & Plumbing Kit
RX199	For FOUR Plus Major Hot Water Uses at a Time	\$2,080 + Venting & Plumbing Kit

Recirculating Model (95% efficiency) provides faster hot water to distant fixtures

RXP160	For THREE plus Major Hot Water Uses at a Time	\$2,115 + Venting & Plumbing Kit
RXP199	For FOUR Plus Major Hot Water uses at a Time	\$2,576 + Venting & Plumbing Kit

229013NPP	Standard Up and Out the wall Vent Kit 21"	\$134
	or 229012NPP 12" kit	\$128

Other venting Options are available - using PVC pipe for inlet and outlet
 As well as converting to non-direct vent applications

MIVK-T_LW	Plumbing Kit: Isolator valves and T&P Valve	\$172
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Major hot water uses are:

bathroom shower, clothes washing machine, dishwasher

You can typically run a handwashing sink at the same time as any of the major uses without problems.

The above figures are based on incoming water temperatures of between 40 and 44 degrees.



Thursday, June 11, 2026

The following trainee has applied and is accepted into our Class B CDL driving training and examination course. Our course is approved through FMCSA and DMV and is certified as Entry Level Driver Training (ELDT).

NAME: Christopher Scott Henley

PHONE: N/A

The course includes online training, pre-trip and behind-the-wheel instruction, with CDL testing at the conclusion.

Date	Event
	Training Start Date / Online coursework begins
	Online coursework ends
Monday, July 6, 2026	Behind-the-wheel (BTW) instruction begins in Juneau
Click or tap to enter a date.	N/A
Friday, July 10, 2026	BTW instruction ends / Final Exam Date
Click or tap to enter a date.	Passenger Endorsement Test Date

Itemization of Grand Total		\$8,250.00 (Plus, tax unless exempt)	
TUITION \$7,000.00		N/A	
DOT MEDICAL CARD \$250.00		N/A	
DRUG TEST \$100.00		N/A	
DMV FEES \$155		N/A	
HAZMAT \$145		STUDENT HOUSING \$100/NIGHT	6 NIGHTS

A Class B permit is required prior to the start of the training, with additional requirements of the medical card (unless city or state exempted), drug test, driving report once the trainee is funded.

A course certificate will be provided during and at the completion of the course.

If you have any questions, feel free to give me a call.

Sincerely,

Neo Ma'ake

Executive Assistant

Facility Use Agreement

This Facilities Use Agreement ("Agreement") is made and entered into on 2-19-26
("Effective Date").

between

"The City of Coffman Cove" ("The City")
PO Box 18135, Coffman Cove AK 99918

and

"Arts in the Cove, a Festival by the Sea" ("AITC") a non-profit corporation,
PO Box 18167, Coffman Cove, AK 99918

For and in consideration of the following promises, covenants and conditions, The City and AITC hereby agree as follows:

A. Use of Facility.

1. The City hereby permits AITC to use the Harbor View Hall Ferry Terminal, Maintenance building and surrounding outdoor area which is located at 110 Stikine Way, Coffman Cove, AK ("Facility").
2. AITC shall use the Terminal and/or surrounding outdoor area for the following events or purposes: AITC, (and dba the Coffman Cove Community Center), will offer various educational, cultural, community events and opportunities for the community of Coffman Cove to get together to enhance their mental and physical wellbeing. This can include daily workouts, monthly recurring and ongoing classes and events, as well as special one time events and classes.
3. AITC will also use a portion of the Maintenance building for storage. AITC will keep at least 3' of clearance in front of all utility panels and not block access to any of the utility panels within the maintenance building or around the exterior of the maintenance building. The heat will be maintained at 50 degrees to maintain the utilities within.
4. AITC will keep a master calendar of events taking place at the Harbor View Ferry Terminal. AITC will submit a calendar of events to the City by the first of each month and keep the City updated on any and all changes and additions to the calendar. The calendar will be kept online at www.artsinthecove.com as well as on the cities website, if they so choose, for everyones reference.
5. Private events or parties (weddings, funerals, birthday parties, etc) will still be scheduled through the City of Coffman Cove. AITC and the City will work together and make every effort to accommodate all rental requests. It is understood that the City Clerk and the AITC Chairperson will collaborate to ensure activities do not overlap. (AITC Chairperson; Carla Morrison - 253-370-1842 or info@artsinthecove.com)

6. AITC will have 24 hr access to the facility with no time restrictions during the duration of this contract.
7. The duration of this agreement is month to month and may be cancelled with 30 days written notice by either party.

B. Facility Use Fee.

No monetary payment - A community partnerships where AITC lists the City as one of their Gold Sponsors at all events.

A monthly fee of \$ 300⁰⁰

AITC will pay half of the monthly Electrical and Oil heat bill. Amount will vary month to month

C. Responsible Party

1. AITC shall be the Responsible Party.
2. A member AITC's board shall be the host or in attendance throughout each AITC event.
3. AITC shall take all reasonable actions to assure event safety, to prevent damage to the Facility and equipment, and to see that these conditions and other policies and regulations, outlined in this Agreement as well as required by AITC's general liability policy, are met.

D. User's Obligations.

1. User shall not violate any Federal, State, or local law. User shall not allow any Federal, State, or local law, to be violated.
2. User shall not make any alterations to the Facility, any fixtures, building systems, or equipment. At the end of each Event, the Facility shall be left in a clean, safe condition.
3. AITC will maintain and pay for the public internet at the Facility. The wifi will be password protected and be under full ownership of AITC.
4. The City will retain all maintenance responsibilities with AITC only responsible for cleaning.
5. If AITC damages the Facility, the City shall have the option of either (i) requiring AITC, at AITC's own expense and risk, to restore the Facility to the condition existing prior to the Event, or (ii) itself making the repairs and restorations to the Facility. The City shall have sole and complete discretion in deciding which option to exercise. If the City decides to itself make the repairs and restorations to the Facility, the costs for same shall be borne solely by AITC. AITC shall reimburse the City for any repairs or restoration necessary to repair damages to the Facility caused by AITC or the attendees of the Event no later than 30 business days after the City presents AITC with a written statement or invoice reflecting the nature and costs of the repairs.
6. User shall exercise care in the use of the Facility and adjacent outdoor areas and shall comply with guidelines to reduce excessive wear or damage. User agrees to keep the Facility and adjacent outdoor areas on the Campus in a clean and orderly condition and

to remove all waste material at the conclusion of each Event, unless the City agrees to assist with the removal of waste or recycling.

D. Insurance.

1. AITC will maintain a general liability insurance policy and will provide the City with a certificate of insurance naming the City as additionally insured.
2. All certificates will be supplied to the city for their records annually.
3. It is understood that AITC's liability insurance pertains to events hosted by AITC only.
4. Liquor Liability: If User will be supplying alcoholic beverages, the general liability insurance shall include host liquor liability coverage. If User is using a caterer or other vendor to supply alcohol that vendor must have liquor liability coverage. If User intends to sell alcohol either the User or vendor providing the alcohol for sale must have a valid liquor sales license and liquor liability insurance covering the sale of alcohol.
5. Special Events Coverage: Special events coverage shall be bound as required per event.

E. Modification of this Agreement.

1. This Agreement contains the entire agreement and any modifications, changes or amendments to this Agreement must be written and signed by all the Parties to this Agreement.

I have read and understand the above terms and conditions and agree to abide by these terms and conditions.

'City of Coffman Cove' Authorized Representative

Print name and Title Joel Buchanan

Signature Joel Buchanan Date: 2-19-26

'Arts in the Cove, a Festival by the Sea' Authorized Representative

Print name and Title Carla Morrison - President AITC

Signature Carla Morrison Date: 3-2-26



City of Coffman Cove

P.O. Box 18099
102 Denali Alley
(907) 329-2233

This is an agreement between the City of Coffman Cove and Arts in the Cove: A Festival by the Sea.

The City of Coffman Cove agrees to let Arts in the Cove use the city lawn mower to mow the city ballfield for preparation of Fourth of July Festivities.

The City of Coffman Cove is not liable if anything, or anyone gets hurt or damaged because of the use of this mower, therefor making Arts in the Cove: A Festival by the Sea responsible for said damages or injuries.

Signed 7-3-24

Arts in the Cove: A Festival by the Sea

City of Coffman Cove

 Outlook

Proposed Visual Weather Observation System (VWOS) Installation in Coffman Cove

From Jerry Coley <admin@ccalaska.com>

Date Wed 6/3/2026 12:54 PM

To Greg Huston <ghkingranch1962@gmail.com>; Joel Buchanan <coffmancove@gmail.com>; Will Bowden <bowdenwjb@gmail.com>; Michael Warner <goochwarner@hotmail.com>; Stephan Smith <stephantasticsmith@gmail.com>; Jack Mulcare <jackmulcare@gmail.com>; Jerry Velluntini <seatgjerry@gmail.com>

Cc City of Coffman Cove Treasurer <treasurer@ccalaska.com>; Deputy Clerk <clerk2@ccalaska.com>

 1 attachment (5 MB)

Coffman Cove VWOS Reference Images.docx;

Good Afternoon!

Bottom Line Up Front: A decision needs to be made about the FAA Visual Weather Observation System.

Background:

Following the recent proposal from the FAA contractor (attached) regarding the installation of a Visual Weather Observation System (VWOS) in Coffman Cove, this email outlines the formal paths forward available to the Council.

Because this project requires local approval for site preparation and zoning clearance, the Council holds the authority to shape, delay, or block the installation.

Below are the primary legal and administrative options currently on the table:

Option 1: Approve the Project as Proposed

- **Action:** Move to approve the contractor's site plan and issue the necessary local permits.
- **Result:** Construction will proceed at the currently proposed location. Coffman Cove will be integrated into the FAA WeatherCams network with full sensor upgrades by the contractor.
- **Pro:** Enhances local aviation safety with zero direct cost to the city.

Option 2: Conditional Approval (Request Site Modification)

- **Action:** Defer approval until the contractor agrees to specific amendments regarding tower height, utility routing, or a shift to an alternative city-owned parcel.
- **Result:** The project is paused while the contractor assesses engineering feasibility under our new conditions.
- **Pro:** Protects local viewsheds or zoning priorities while keeping the safety infrastructure in our community.

Option 3: Formal Denial of Local Permits

- **Action:** Vote down any relevant zoning variances or construction permits based on non-compliance with local land-use ordinances.
- **Result:** The contractor cannot build on the proposed municipal site. They will likely pivot to the FAA's Third-Party Hosting Program (leasing private property or native corporation land) or relocate the project entirely outside city limits.
- **Pro:** Reasserts local control over municipal property.
- **Con:** The city loses input on where the equipment is ultimately placed if the contractor successfully secures a nearby private lease.

Option 4: Full Rejection / Resolution of Non-Support

- **Action:** Deny local permits and pass a formal resolution stating the city does not support the installation anywhere in the immediate vicinity.
- **Result:** The FAA will likely view the project as unviable due to community opposition and redirect the federal funding to another rural Alaska community on their waitlist.
- **Pro:** Completely stops federal infrastructure development within our boundaries.
- **Con:** Removes Coffman Cove from the prioritized aviation safety expansion list.

Please review these paths prior to our next session. The Clerk is prepared to draft the corresponding resolutions or permit approvals based on whichever direction the Council chooses to take.

Best regards,

Jerry Coley
Administrator - City of Coffman Cove
405-761-7524

This email is for informational purposes only. To ensure compliance with the Open Meetings Act and to avoid an illegal "serial meeting," please **DO NOT "REPLY ALL"** to this message.
ref: AS 44.62.310 - 44.62.312

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PUBLIC RECORDS NOTICE:

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Proposed Visual Weather Observation System (VWOS) Installation in Coffman Cove

As discussed during the City Council meeting, the images below are provided for reference to help visualize the proposed VWOS installation location and scale.

Proposed VWOS Installation Location

The image below shows the proposed VWOS location in Coffman Cove as viewed in Google Earth.



Proposed Installation Area

Site photo showing the approximate 8 ft × 8 ft area where the VWOS would be installed.



Approximate Installation

Site photo with a VWOS digitally added to illustrate the approximate appearance and scale of the installation.



The VWOS structure has a footprint of 6ft by 6ft. The platform sits at 6ft tall. The mast with the wind sensor and cameras reaches 33ft tall. The VWOS provides temperature, pressure, humidity, wind speed and direction, visibility, dewpoint, cloud ceiling height, present weather, and rain accumulation.



Examples of Existing VWOS Sites

Eek, AK



Palmer, AK

Heavy Duty AK



Healy River, AK





Contingency Transition Plan: Centralized Solid Waste Self-Haul System

From Jerry Coley <admin@ccalaska.com>

Date Wed 6/3/2026 2:26 PM

To Greg Huston <ghkingranch1962@gmail.com>; Joel Buchanan <coffmancove@gmail.com>; Will Bowden <bowdenwjb@gmail.com>; Michael Warner <goochwarner@hotmail.com>; Stephan Smith <stephantasticsmith@gmail.com>; Jack Mulcare <jackmulcare@gmail.com>; Jerry Velluntini <seatgjerry@gmail.com>

Cc City of Coffman Cove Treasurer <treasurer@ccalaska.com>; Deputy Clerk <clerk2@ccalaska.com>

Bottom Line Up Front: Below is a contingency plan for a self-haul garbage system as a ready-to-go backup plan that can be deployed swiftly and at relatively low cost considering our current garbage truck is close to failure and regional landfills (Thorne Bay/Craig) face frequent capacity constraints.

Background: Our current municipal garbage truck has an estimated **12 to 24 months of remaining operational life**. Replacing this vehicle is financially restrictive with our current capital reserves.

To avoid a critical failure of our public sanitation utility, this proposal outlines a transition from curbside pickup to a **Centralized Community Drop-Off Station** using an existing City-owned gravel parcel.

Phase-by-Phase Project Timeline

[Phase 1: June–Aug 2026]	-->	[Phase 2: Sept–Dec 2026]	-->	[Phase 3: Jan–May 2027]	-->	[Phase 4: June 2027+]
Permitting & Ordinance & Logistics		Site Prep & Procurement Full System Launch		Beta Testing		

Phase 1: Legal & Regulatory Foundation (June – August 2026)

- **Action:** Draft and introduce the City Ordinance restructuring the utility from curbside pickup to a mandatory self-haul system.
- **Action:** Submit a Transfer Station authorization application to the Alaska Department of Environmental Conservation (ADEC).
- **Cost:** \$0 (Internal labor).

Phase 2: Site Preparation & Procurement (September – December 2026)

- **Action:** Use City Public Works labor to clear and prepare the designated City-owned gravel parcel.
- **Action:** Install heavy-duty perimeter chain-link fencing and a locking security gate for bear/wildlife vector control.
- **Action:** Procure two (2) heavy-duty, bear-proof commercial roll-off dumpsters.

- **Cost:** Estimated \$15,000 – 20,000 (Funded via existing capital reserves; matching USDA grant requests will be submitted simultaneously to offset this).

Phase 3: Infrastructure Integration & Testing (January – May 2027)

- **Action:** Finalize a regional hauling contract (via SEASWA, a neighboring municipality, or a private island carrier) to transport full roll-off containers over the road system.
- **Action:** Run a 30-day "beta test" of the drop-off site with municipal buildings and commercial and residential accounts.
- **Cost:** \$0 (Covered by initial setup/normal operating budgets).

Phase 4: Full System Launch & Truck Decommissioning (June 2027)

- **Action:** Cease all residential curbside pickup routes.
- **Action:** Open the gated drop-off station for scheduled, monitored weekly resident hours.
- **Action:** Retain the old garbage truck strictly as a stationary back-up or emergency overflow and/or dumpster collection until it is sold for scrap/parts or end-of-life.

General Financial Estimates & Cost Savings

Shifting the logistical burden of the "last mile" to a self-haul system drastically alters the city's financial outlook:

- **Eliminated Capital Expenditure:** Avoids an immediate \$150,000 – \$250,000 debt load required to purchase a new or reliable used commercial garbage truck.
- **Reduced Operating Costs:** Saves an estimated \$8,000 – \$12,000 annually by eliminating specialized truck maintenance, hydraulic fluid repairs, high-wear tires, and diesel fuel consumed during stop-and-go curbside routes.
- **Labor Optimization:** Frees up valuable Public Works staff hours previously spent driving residential routes, allowing labor to be redirected to broader community infrastructure projects.

Proposed Flat-Fee Rate Structure

To maintain a predictable revenue stream for the utility while keeping rates fair for residents, we propose a **Base Flat Fee + Variable Surcharges** model.

1. Residential Base Rate

- **Fee:** \$35.00 per household (\$25.00 senior rate) per month (Recommended to keep at or near current curbside utility rates to incentivize community buy-in).
- **What it covers:** Access to the drop-off station during scheduled hours; disposal of up to three (3) standard 32-gallon trash bags per week.

2. Commercial / Small Business Flat Fee

- **Fee:** \$120.00 per month (Tiered based on business size or estimated volume).
- **What it covers:** Unlimited access during standard drop-off hours for standard commercial municipal solid waste.

3. "Extras" and Special Circumstances Surcharges

To prevent abuse of the system and cover the higher costs of hauling bulky or heavy items off-island, the attendant will log and charge the following on-the-spot fees:

Item / Circumstance	Surcharge Rate
Additional Bags	\$5.00 per bag over the weekly 3-bag limit
Bulky Items (Mattresses, couches, large furniture)	\$25.00 per item
White Goods / Appliances (Refrigerators, washers, dryers)	\$30.00 - \$70.00 per item (Higher fee if freon removal is required)
Construction & Demolition Debris (Pick-up truck bed load to small utility trailer load)	\$45.00 - \$90.00 per half-yard / full-yard volume, Vehicle tires \$10.00 each, Commercial truck tires \$30.00 each
Elderly / Disabled Exception	<i>Optional proxy program:</i> The City can authorize a volunteer or designated Public Works vehicle to do a once-bi-monthly porch pickup for documented homebound residents at no additional charge.

Benefits:

- **The Utility Stays Self-Funded:** The \$35/month base rate keeps the solid waste fund strictly in the black, covering regional roll-off hauling costs completely without dipping into the city's general cash fund.
- **The User-Pays Principle:** The surcharges act as protection against immediate tax implications and paying for more waste than you generate. If a resident or contractor dumps a mattress or a refrigerator, they pay the exact cost of its volume, meaning standard households aren't subsidizing someone else's clean-up project.
- **We Look Proactive:** Showing that our fees are benchmarked exactly against Thorne Bay's established Solid Waste rates proves the data is grounded in actual POW island logistics and this is the Council's efforts to keep costs low for the customer while stewarding the city's finances wisely. Ref: City of Thorne Bay (.gov)
- **Why this works for the Council:** Keeping the residential flat fee at \$35.00 undercuts Thorne Bay's \$45.10 curbside fee. This gives the council a powerful "selling point" to reduce community pushback regarding the loss of curbside service.
- **Why it works for the Utility:** If Coffman Cove has roughly 100 active utility households, a \$35/month fee generates \$3,500 monthly (\$42,000 annually) in predictable revenue. This is more than enough to cover a localized over-the-road hauling contract for roll-off bins without touching capital reserve.

Regards,

Jerry Coley
Administrator - City of Coffman Cove
405-761-7524

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Utility Meter Billing Software Integration with QuickBooks

From Jerry Coley <admin@ccalaska.com>

Date Tue 6/9/2026 3:39 PM

To Greg Huston <ghkingranch1962@gmail.com>; Joel Buchanan <coffmancove@gmail.com>; Will Bowden <bowdenwjb@gmail.com>; Michael Warner <goochwarner@hotmail.com>; Stephan Smith <stephantasticsmith@gmail.com>; Jack Mulcare <jackmulcare@gmail.com>; Jerry Velluntini <seatgjerry@gmail.com>

Cc City of Coffman Cove Treasurer <treasurer@ccalaska.com>; Deputy Clerk <clerk2@ccalaska.com>

Good Afternoon,

Bottom Line Up Front: Coffman Cove can eliminate manual data entry, calculation errors, and billing discrepancies by integrating **MuniBilling** or **CUSI** into our existing QuickBooks system. Both industry-leading platforms seamlessly automate the complex conversion math required for our mixed meter infrastructure (gallons, cubic feet, or cubic yards) to drastically improve municipal efficiency.

Background:

- Coffman Cove previously used an excel spreadsheet to capture meter reads for billing
- The spreadsheet is old and may have jeopardized formulations
- Standard QuickBooks cannot calculate usage from physical meters out-of-the-box
- Utility billing software can link with our QuickBooks system
- To eliminate manual data entry, two platforms are being analyzed:
 - **MuniBilling**
 - **CUSI**
- Both easily handle our mixed infrastructure (meters reading in gallons, cubic feet, or cubic yards) by running automated conversion math per customer account

MuniBilling Overview:

- **Target Audience:** Built explicitly for small to mid-sized local governments.
- **Core Benefit:** Includes a mobile app (**MuniReadPro**) for meter readers and a 24/7 online payment portal for residents.
- **QuickBooks Sync:** Excellent. Live, real-time two-way cloud sync with **QuickBooks Online**.
- **Shortcoming:** ~~Poor compatibility with QuickBooks Desktop; requires manual file transfers if we are not on the cloud version.~~ (DOES NOT APPLY TO COFFMAN)
- **Estimated Cost:** Generally ranges from **\$0.35 to \$0.53 per meter per month**, plus initial setup fees.

CUSI Overview

- **Target Audience:** Enterprise-grade system used widely by municipal and tribal governments.
- **Core Benefit:** Incredibly robust. Includes field work-order management and boasts an average 60-minute customer support response time.
- **QuickBooks Sync:** Excellent. Works seamlessly with **both QuickBooks Online and QuickBooks Desktop** by pushing clean, summarized financial batches to our Chart of Accounts.
- **Shortcoming:** Steeper staff training curve; interface is more complex and less "plug-and-play" than MuniBilling.
- **Estimated Cost:** Starts around a baseline of **\$0.35 per meter per month**, but up-front installation and setup costs are typically higher.

Administrator Comments: Interfacing specialized software with QuickBooks will save staff hours of labor and prevent costly manual math errors. Furthermore, the State of Alaska provides a free [DCRA QuickBooks Helpline](#) to support rural city staff with this exact financial integration. Securing formal, exact quotes from both vendors tailored to Coffman Cove's specific meter count and circumstances. However, MuniBilling seems to be the most favorable option.

Regards,

Jerry Coley

Administrator - City of Coffman Cove
405-761-7524

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- **Mechanical Reliability:** Equipped with heavy cast-iron spindles and completely mechanical lap-bar linkage, it avoids delicate electronic actuators or sensors that fail under rough handling.



[Bad Boy Maverick HD / Rogue - \\$8,469.00](#)

- **Raw Steel Value:** Bad Boy is recognized for utilizing the heaviest raw steel structures relative to their price tier.
- **Overbuilt Frame:** Built using a massive 1.5" x 3" rail solid steel frame paired with a heavily fabricated 7-gauge steel cutting deck.
- **Serviceability:** It leans heavily on purely mechanical, non-complex components, meaning our local municipal mechanics can easily weld fixes or swap generic parts without a specialized digital diagnostic computer.



[Hustler X-ONE - \\$8,799.00](#)

- **Unibody Strength:** Famed for a single-piece unibody 1.5" x 3.0" structural steel frame which prevents chassis twisting over rough, un-leveled municipal properties.
- **Engine Protection:** Uses a simplified belt drive layout and heavy-duty, commercial canister-style air filters to protect the engine when laborers forget to clean out the air box.

Direct Feature Comparison

<u>Scag Tiger Cat II</u>	<u>Bad Boy Maverick H</u>	<u>Hustler X-ONE</u>
Deck Thickness	Deck Thickness	Deck Thickness
Dual-layer (10-ga + 11-ga)	7-Gauge Structural	7-Gauge Fabricated
Frame Style	Frame Style	Frame Style
Tubular Welded Steel	1.5" x 3" Heavy Rail	1.5" x 3" Unibody
Spindle Type	Spindle Type	Spindle Type
Heavy Cast-Iron	Cast Aluminum / Sealed	Ductile Cast Iron



Commercial Mower Procurement

From Jerry Coley <admin@ccalaska.com>

Date Wed 6/3/2026 1:03 PM

To Greg Huston <ghkingranch1962@gmail.com>; Joel Buchanan <coffmancove@gmail.com>; Will Bowden <bowdenwjb@gmail.com>; Michael Warner <goochwarner@hotmail.com>; Stephan Smith <stephantasticsmith@gmail.com>; Jack Mulcare <jackmulcare@gmail.com>; Jerry Velluntini <seatgjerry@gmail.com>

Cc City of Coffman Cove Treasurer <treasurer@ccalaska.com>; Deputy Clerk <clerk2@ccalaska.com>

Good Afternoon,

Bottom Line Up Front: As we review our municipal equipment needs for Coffman Cove, a primary objective before the end of the current budget year is to acquire an **extremely resilient, commercial-grade mower**.

Background:

Given our remote location in Southeast Alaska, wet weather handling and maximum structural durability must take precedence over complex digital features while being capable of withstanding rough handling by seasonal or basically-skilled laborers.

To maximize our return on investment and minimize downtime, we need a "**crew-proof**" unit built with thick structural steel, minimal electronics, and a heavy-duty mechanical design that can survive hidden rocks, curb impacts, and delayed daily maintenance.

Below is a breakdown of the strongest, most affordable options currently available for a municipal unit:

Top Commercial Mowers Evaluated for Durability



[Scag Tiger Cat II - \\$13,119.00](#)

- **The Rental Standard:** This unit is widely considered the industry standard for fleets because it is intentionally built to be abused by operators who do not own the equipment.
- **Heavy Build:** It features a massive tubular steel frame and a nearly indestructible dual-layer (10-gauge + 11-gauge) welded steel deck.

Ideal Asset For...

Ideal Asset For...

Ideal Asset For...

Extreme Operator Abuse

Pure Raw Steel Value

Simple Structural Frame

Procurement Strategy Recommendations:

1. **Avoid Complex Electronics:** We should completely avoid models with digital touchscreens, electric deck height adjusters, or complex electronic fuel injection (EFI) if we lack dealer diagnostic tools nearby. We must stick to mechanical carburetors and mechanical foot-pedal deck lifts.
2. **Prioritize the Deck over the Engine:** Laborers rarely blow engines; they destroy mowers by bending decks, shattering spindles, and warping frames on hidden rocks or stumps. A 7-gauge steel deck thickness is our mandatory minimum.
3. **Equip Flat-Free Tires:** Wet Southeast Alaska terrain hides sharp debris. We should swap pneumatic front tires for semi-pneumatic, flat-free radial tires immediately to eliminate flat-tire downtime on the job site.

Upon approval, the administrator can facilitate the purchase based on your preferred direction.

Best regards,

Jerry Coley

Administrator - City of Coffman Cove
405-761-7524

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June 8, 2026

Mayor Joel Buchanan
City of Coffman Cove

Subject: Former IFA Berth and Warehouse

Honorable Mayor Buchanan and City of Coffman Cove Council,

This letter is to inform you that the Inter-Island Ferry is desiring to relocate our layby ship in Coffman Cove. We are interested in using the Berth and willing to pay rent in the sum of \$400 per month for the exclusive use of the shop/warehouse. We would like to take occupancy on or about November 1, 2026. This coincides with the M/V Prince of Wales coming out of a refurbishment contract at the JAG Shipyard in Ketchikan.

I have been in contact with Christopher Goins and Kirk Miller at the State of Alaska DOT and they have no hang-ups with us using the Berth and facility. This use would fit within the bounds of the current MOA between the State and the City of Coffman Cove. At this time we have no desire for the use of the Terminal building. If in the future we were to provide occasional service from or to Coffman Cove we could use the same, on board ticketing process we use when we serve Metlakatla.

This desire is a result of looking for ways to be more efficient in our operations. Having all assets physically on the same Island is a benefit to us and our customers. It makes staffing easier. The IFA would employ a full-time watchman (Assistant Port Engineer) and our Port Engineer (Craig Based) would be working in Coffman Cove approximately 2 days per week. I would anticipate there would be a slight economic boost for your community with the added activity that our ship would provide.

Sincerely,

Ron Curtis
General Manager
Inter-Island Ferry Authority
907.401.3564

 Outlook

IFA Letter of Intent and Proposed Counter

From Jerry Coley <admin@ccalaska.com>

Date Fri 6/12/2026 2:32 PM

To Greg Huston <ghkingranch1962@gmail.com>; Joel Buchanan <coffmancove@gmail.com>; Will Bowden <bowdenwjb@gmail.com>; Michael Warner <goochwarner@hotmail.com>; Stephan Smith <stephantasticsmith@gmail.com>; Jack Mulcare <jackmulcare@gmail.com>; Jerry Velluntini <seatgjerry@gmail.com>

Cc City of Coffman Cove Treasurer <treasurer@ccalaska.com>; Deputy Clerk <clerk2@ccalaska.com>

 1 attachment (199 KB)

Coffman Cove Intention Letter.pdf;

Good Afternoon!

Bottom Line Up Front: IFA requests to lease the heated garage/shop (drive-in door, waterfront, ready utilities) adjacent to the ferry terminal for a total of \$400 per month and berth one boat at the ferry dock. IFA will lease only the garage/shop space (not the terminal building unless negotiated in the future). Below is a summarized comparison of rates from the region by the Administrator.

Proposed Rent and Fees: Garage/shop (heated, drive-in door, waterfront, utilities included):

- Ketchikan market range (recommended): \$1.25–\$2.50 per sq ft/month (\$15–\$30/sq ft/year)
- Wrangell market range (recommended): \$0.90–\$1.60 per sq ft/month (\$11–\$19/sq ft/year)

Example monthly totals for Shop Space:

- Small (300–500 sq ft): Ketchikan \$375–\$1,250; Wrangell \$270–\$800
- Medium (700–1,000 sq ft): Ketchikan \$875–\$2,500; Wrangell \$630–\$1,600
- Large (1,200–2,000 sq ft): Ketchikan \$1,500–\$5,000; Wrangell \$1,080–\$3,200

Boat berth at ferry dock (separate fee):

- \$150–\$600/month (depending on size and demand; higher if premium ferry-terminal access required)

Proposed Terms:

- Lease length: 24 months (preferred), with option to extend.
- Rent commencement: upon possession and confirmation of utilities/drive-in access.
- Rent adjustments: annual increase tied to the Consumer Price Index (CPI) or fixed increase (suggest 3% annually).
- Utilities: included in rent (heat, water, sewer where applicable).
 - Tenant responsible for measured fuel if applicable.
- Maintenance: landlord responsible for structural, dock, and major systems; tenant responsible for routine interior maintenance and equipment.
- Dock usage: separate berth agreement; priority access hours and liability terms to be specified.
- Insurance: tenant to carry general liability and property insurance naming landlord as additional insured.

- Security deposit: equivalent to first and last month's rent.
- Termination: 90-day notice for lease termination after an initial 12 months (or cause-based immediate remedies).

Rationale:

- The proposed ranges reflect premium ferry-terminal waterfront location, heated space, drive-in door, and utilities included, while staying market-competitive for SE Alaska in smaller communities.
- Separating the berth fee avoids conflating terminal operations with dock access; allows clearer billing and liability terms.

Request to Council:

- Approve negotiation authority to finalize lease with IFA within the ranges above.
- Authorize separate berth agreement for one IFA boat at the ferry dock at a negotiated monthly fee in the \$150–\$600 range.
- Direct staff to finalize lease and berth terms consistent with the Proposed Terms section and return for final signature.

If approved, the Administrator requests to contact IFA to begin final negotiations and site inspection.

Jerry Coley

Administrator - City of Coffman Cove
405-761-7524

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THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS
Fairbanks Office

455 Third Avenue, Suite 140
Fairbanks, Alaska 99701-3110
Main: 907.451.2717
Fax: 907.451.2742

May 29, 2026

City of Coffman Cove
Mayor, Jack Mulcare
PO Box 18047
Coffman Cove, AK 99918

Dear Mayor Mulcare:

I'm pleased to inform you that the FY2026 Secure Rural Schools (SRS) payment has been awarded.

SFY26 Title I Roads allocation

\$28,367.72

The road payment was calculated in accordance with state law, 3AAC 132.080 Calculation of locally maintained roads. A payment made under the NFR/SRS program for public roads must be used only for the operation, maintenance, repair, or construction of public roads over which the municipality exercises road powers.

A report will be required for next fiscal year documenting the expenditure on the funds received. If you have questions regarding your SFY25 NFR/SRS payment, please feel free to contact me at 907-269-0376 or by email at amy.marshall@alaska.gov.

Sincerely,

Signed by:

Amy Marshall

0E45688290A7452...

Amy Marshall
Grants Administrator 3



Arts in the Cove Agenda or informational items

From Carla Morrison <carla@theartofcarlamorrison.com>

Date Wed 6/10/2026 9:01 AM

To Jerry Coley <admin@ccalaska.com>

 5 attachments (653 KB)

proposal for 4th of July 2026.pdf; proposal to use ferry terminal 2026.pdf; MOU CC Library (2).docx; vendor camping agreement.pdf; 26 Community 4th of July Schedule 26.jpg;

Hello Jerry,

I have attached various documents for yours, and the council's information:

1. Permission to hold the 4th of July celebration and some safety concerns (asking to close a few small sections of the roads temporarily)
2. The 4th of July Schedule of Events
3. Information about dates we will be using the terminal for the Festival on Aug 7 & 8 with an ask for dumpsters and a new camping area. Currently we have 2 tent campers signed up. Both responsible vendors. Last year's area behind the clinic flooded so we are looking for a new area. Possibly somewhere near the ballfield or the small grassy area along the hill across from Riggin Shack. We are open to ideas. It needs to be safe and within walking distance to the terminal. I have also attached the agreement that all campers must sign. We are only offering camping to registered vendors. This has become a necessary item to offer due to the shortage of places to starty in town.
4. I have attached the MOU that Arts in the Cove is working on with the Library. Jack is well informed on this matter, but if you have any questions, you can also ask myself or Sharon.

Thank You, I appreciate your time with this. Let me know if you have any questions or need clarification on anything.

Carla Morrison

*The Art of Carla Morrison
Coffman Cove, Alaska 99918*



“Arts in the Cove” A Festival by the Sea *
P.O. Box 18167, Coffman Cove, AK 99918 * 601-329-0755
info@artsinthecove.com • www.artsinthecove.com

June 12, 2026

City of Coffman Cove Council Members:

The Arts in the Cove Festival would like to give notice to the council that in accordance to our Facility use agreement, we will be using the ferry terminal and all its surrounding areas and outbuildings for our annual Festival by the Sea on August 7 & 8, 2026.

We would like to ask permission use the the ferry’s driving ramp to light our fireworks. Evan Carver and Steve Neuberger will be lighting our fireworks and they have deemed this the safest space near the festival to have this activity. Last year we were asked to light them down by the barge ramp. There were many safety concerns as festival goers ran through the parking lot in the pitch black environment to get a closer look.

We may begin setting up as early as Friday, July 24th, 2026, and we will have the area cleaned up no later than August 16th, 2026. This enables us to set up on weather dependent days and breakdown on weather dependent days. During this time we may lock the gates to prevent theft, but will include a city approved padlock so that city workers can still gain access if needed.

We are also asking the City to consider donating a total of (3) three dumpsters, to be used during the festival, locations to be determined.

We will also place (2) Port-a-Potties outside the fenced area, in addition to using the restrooms inside the terminal.

Furthermore, we would like to request the use of an area for tent camping with nearby parking for RV’s for Vendors. We will supply a port-a-potty at the area if necessary. All campers will need to sign a waiver (see attached).

Thank you,

Sincerely

“Arts in the Cove” A Festival by the Sea Board of Directors

Coffman Cove 4th of July

June 26th & July 3rd

10:00 - 1:00 pm
Set up and Decorate at the Pavillion & Float Plane Dock

Saturday, July 4th

11:00am

Flag Raising Ceremony with Prayer and National Anthem.
Please join us at the ball field to honor our Veterans. Coffee and Cookies served.

11:15am

• Parade Line up at the Fire Station • Get your Ducky or donate to the grease pole pot!

11:30am

Parade Begins

\$100 Award for Best / Most Creative Participant (Voted on by the Public)

12:00pm - 3:00 pm

Grease Pole at the Float Plane Dock

Pot split 80/20 • Waivers must be signed • Hot Dogs, Chips, and Water for sale!

BREAK

5:00pm

• **Kids Sawdust Pile at the Ballfield!**

• Set up for the Potluck - Bring your salad, side dish or dessert to the Pavillion

5:30 pm

Community Potluck at the Pavillion

Pulled Pork Sandwiches provided. Lemonade and Water available.
Please bring a salad, side dish or a dessert. Donations also encouraged

Awards Presentation & Announcements • Winners of the Parade & Grease Pole

7:00pm - 10:30 pm

• **Bonfire!**

• **Cribbage Tournament begins**

• **Field Games & Skills Contests**

• **Lucky Duck Race!**

at the Dog Creek Bridge

You can pre-purchase ducks at Riggins Shack or The Dog House.
Or on the 4th - during the grease pole contest and at the Ballfield

**10:30pm
Fireworks!**

July 5th

Noon

Clean up in the Cove!

Hosted by





“Arts in the Cove” A Festival by the Sea *
P.O. Box 18167, Coffman Cove, AK 99918 * 601-329-0755
info@artsinthecove.com • www.artsinthecove.com

June 12, 2026

City of Coffman Cove Council Members:

Arts in the Cove would like to ask permission of the council to use the city ballfields, pavilion, float plane dock, and parking areas around town to hold our annual 4th of July Celebration. In addition a parade is planned to line up in front of the firehouse and travel the circle around town. Please see the attached schedule of events.

We will be lighting our fireworks off on school property behind the library. Evan Carver and Steve Neuberger will be lighting our fireworks and they have deemed this the safest space to have this activity. (We have used this space for the last 2 years) They will have 2 people designated to keep all spectators at least 500 ft from the area.

We would like to ask permission to close the road along the ballfield (Zarembo). This seems to be the area where visitors and citizens prefer to light their own personal fireworks. For safety reasons we would like to keep this activity out of the field where children are playing and designate the road and the beach for this use.

We would also like to temporarily close the road over Dog Creek during the Duck Race (approx time: 7:30 pm - 7:45 pm on July 4th). This is again for safety reasons. We will post signs announcing the road closure so everyone is aware ahead of time.

Thank you,

Sincerely

“Arts in the Cove” A Festival by the Sea Board of Directors



Vendor Camping Agreement

Spaces must be reserved and are on a first come first served basis. Spaces are based on one car and one tent. Spaces are dry with only a porta-potty for facilities. No water available. Camp area is on a grassy area very near festival location. Signs will be posted. Vendors with RV's may camp in the vendor parking area. All Camping areas are on city of Coffman Cove property and rules must be followed.

Standard rules are:

- Quiet time is strictly enforced from 11:00 pm – 8:00 am.
- Sites are available Thursday through Sunday only. Campers must vacate by Sunday at 10:00 am.
- All Garbage and personal property must be picked up or properly disposed of, leaving no trace.
- Underage or possession of alcohol will not be tolerated.
- No illegal drugs or paraphernalia.
- No firearms or weapons of any kind.
- No fireworks, camp or open fires.
- No large parties, kegs or binge drinking devices

Vendors who violate any rule or policy will be asked to leave, and will not be able to camp the following year.

I understand and will adhere to the above rules

Signature _____

Date _____

MEMORANDUM OF UNDERSTANDING

Between Arts in the Cove – A Festival by the Sea and the City of Coffman Cove Library

This Memorandum of Understanding (“MOU”) is entered into as of _____, 20____, by and between **Arts in the Cove – A Festival by the Sea**, a nonprofit 501(c)(3) organization, organized and operating in Coffman Cove, Alaska (“Fiscal Sponsor”), and the **City of Coffman Cove Library** (“Library”).

1. Purpose

The purpose of this Memorandum of Understanding is to establish the terms and responsibilities under which Arts in the Cove – A Festival by the Sea agrees to act as the fiscal sponsor for the City of Coffman Cove Library in support of library-related programs, services, fundraising efforts, grants, and community initiatives.

This agreement is intended to support the library’s mission by providing financial oversight, grant administration, and fiduciary management where needed to facilitate the receipt and administration of funds for eligible library projects and operations.

2. Scope of Sponsorship

The fiscal sponsor will serve, as such, for approved Library-related activities, which may include:

- a. Receiving charitable donations and grant funds on behalf of approved Library projects;
- b. Administering grant funding and ensuring expenditures comply with donor or grant requirements;
- c. Maintaining financial records related to sponsored funds;
- d. Issuing payments or reimbursements for approved Library expenses;
- e. Providing financial reporting quarterly and as reasonably requested;
- f. Assisting with grant administration and compliance when applicable.

3. Responsibilities of Fiscal Sponsor

- a. Maintain appropriate financial records for all funds received and distributed under this agreement;
- b. Exercise fiduciary oversight of sponsored funds in accordance with applicable nonprofit laws, grant requirements, and accepted accounting practices;
- c. Ensure funds are used solely for approved Library purposes consistent with donor intent and grant restrictions;

- d. Provide financial statements or reports quarterly or upon request to the library upon request
- e. Maintain transparency regarding administrative costs or fees associated with fiscal sponsorship, if applicable.
- f. Create and maintain a savings account to hold the funds and grants received for all library activities and projects.
- g. Fiscal Sponsor will participate in a yearly review of financial standing with the library on a date that will be mutually agreed upon at least 5 days in advance of the meeting time.

4. Responsibilities of the Library

- a. Submit proposed budgets, expenditures, and reimbursement requests with appropriate supporting documentation;
- b. Use sponsored funds solely for approved purposes consistent with grant agreements, donor intent, and applicable laws;
- c. Provide necessary programmatic information, updates, and reports required for grant compliance;
- d. Seek prior written approval from the Fiscal Sponsor for expenditures that materially differ from approved budgets or funding purposes;
- e. Ensure all activities supported under this agreement align with the mission and charitable purposes of both organizations.

5. Financial Administration

- a. All funds received by the Fiscal Sponsor on behalf of the Library shall be maintained in a manner that allows tracking and accountability for Library-designated projects.
- b. Funds may only be disbursed for approved Library expenses supported by invoices, receipts, or other appropriate documentation.
- c. Library agrees to pay an administrative fee of 3% of all grants received, to the Fiscal Sponsor for sponsorship services.
- d. Fiscal sponsor will use a portion of the 3% received from the library to pay the hourly rate of the contracted bookkeeping service from Seaview Bookkeeping LLC for the following scope of work:
 - i. All bookwork regarding library funds, accounts, financial statement generation, and fiscal meetings.
- e. Neither party shall incur obligations or liabilities on behalf of the other without prior written authorization.

6. Ownership and Use of Funds

Funds received through this sponsorship arrangement shall be used exclusively to support approved Library programs, services, operations, or capital needs as agreed by both parties and in compliance with donor or grant restrictions.

In the event of termination of this MOU, any remaining restricted funds shall continue to be used for their designated charitable purpose or otherwise distributed in compliance with applicable law and donor restrictions.

7. Independent Relationship

Nothing in this MOU shall be construed to create a partnership, joint venture, employment relationship, or agency relationship between the parties. The City of Coffman Cove Library shall remain responsible for its own operations and decision-making.

8. Liability and Indemnification

Each party shall be responsible for its own acts and omissions. To the extent permitted by law, each party agrees to indemnify and hold harmless the other from claims, liabilities, damages, or expenses arising from its own negligent acts, misconduct, or failure to comply with applicable laws or grant requirements.

9. Term and Termination

This MOU shall become effective on the date of the last signature below and shall remain in effect until terminated by either party upon thirty (30) days written notice.

Either party may terminate this agreement immediately if the other party materially breaches the terms of this MOU or engages in conduct that jeopardizes legal, financial, or reputational compliance.

10. Amendments

This Memorandum of Understanding may only be amended in writing and signed by authorized representatives of both parties.

11. Entire Agreement

This document represents the entire understanding between the parties concerning the subject matter herein and supersedes any prior verbal or written understandings.

SIGNATURES

ARTS IN THE COVE (Fiscal Sponsor)- President

Name: _____

X: _____

Date: _____

CITY OF COFFMAN COVE LIBRARY (Library) – Representative

Name: _____

X: _____

Date: _____

CITY OF COFFMAN COVE – Vice Mayor/Finance Advisor

Name: _____

X: _____

Date: _____