

City Newsletter

By: Misty Sea Fitzpatrick

December 2012

Water Usage

Last month, the master meter at the water plant turned over 100 million gallons. To my knowledge, this is the original meter installed at the time the water plant was constructed.

Job Opportunities

The POW Farmer's Market committee met November 2 in Thorne Bay and decided to advertise for a manager to organize and over-see Farmers Market events for 2013. The salary will be \$20 an hour plus travel allowances. The manager would likely work 40-hour weeks during March, April and May, and then 20 hour weeks through October. The committee would like to have a manager on board in early March and trained in time for the first Farmer's Market event of the year on May 25, to be held in Craig in conjunction with the POW International Marathon.

The next committee meeting is Feb. 1, 10 am, Thorne Bay, City Hall.

CALENDAR OF EVENTS

CITY OF COFFMAN COVE REGULAR COUNCIL MEETING

CITY HALL

JANUARY 17TH AT 7:00 P.M.

AGENDA T.B.D.

ALASKA ISLAND COMMUNITY SERVICES CLINIC

COFFMAN COVE CLINIC

JANUARY 16TH & 17TH TENTATIVELY

HOWARD VALENTINE SCHOOL

CALL IN ADVANCE FOR APPOINTMENT 907-305-1201

New Long Term Parking Area

Expect changes this upcoming season

In an effort to provide adequate day use parking downtown the Coffman Cove City Council amended our parking policy to discontinue using the area across the street from the boat launch for three week parking. This area will now be overnight parking only and three week parking will be moved to the "Storage Area" across the street from Howard Valentine School.

All vehicles utilizing the three week parking area must have a permit displayed somewhere on the vehicle or trailer. If a permit is not displayed, the vehicle may be ticketed and trailers may be confiscated.

"An investment in knowledge pays the best interest."

By Benjamin Franklin

Power out the Road

Grant for Power approved

The City of Coffman Cove applied for and was approved for funding to install power to the portions of Coffman Cove that are not currently on the grid.

The grant amount is \$175,000 and will be used to hire Alaska Power Company to install power poles and lines to constructed roads within the City limits.

The timeline for construction is up in the air at this point. I have to complete an environmental process that is completely new to me. We will get the environmental packet in the mail soon and I will get started. If property owners would like to check in with me in a couple of weeks when I have a better idea of what lies ahead, I should be able to give a better idea for a timeline.

MORE WAYS TO CUSTOMIZE THIS TEMPLATE

FOOTERS

To change the text at the very bottom of each page of your newsletter, click Headers and Footers on the View menu. Use the Header and Footer toolbar to open the footer, and replace the sample text with your own text.

INSERT SYMBOL

It is a good idea to place a small symbol at the end of each article to let the reader know that the article is finished and will not continue onto another page. Position your cursor at the end of the article, click Symbol on the Insert menu, choose the symbol you want, and then click Insert.

BORDERS

You can use page borders and text box borders to change the appearance of your newsletter. Borders on text boxes help keep different articles separate, and can set off sidebar articles from the rest of the page. To change a text box border, select it, double click its edge and choose the Colors and Lines tab in the Format Auto Shape dialog box.

QUESTIONS AND ANSWERS

Q: I would like to change some of the text box shading to improve the print quality. Can that be done?

A: Yes. To change the shading or color of a text box, select it and double click its borders to open the Format Text Box dialog box. Click the colors and lines tab and then choose the new color from the Color drop-down list in the Fill section.

Q: What's the best way to print this newsletter?

A: Print page 2 on the back of page 1. Fold in half and mail with or without an envelope. For best results, use a medium to heavyweight paper. If you're mailing without an envelope, seal with a label.

Q: I would like to use my own clip art. How do I change the art without changing the design?

A: To change a picture, click on the picture, then point to Picture on the Insert menu and click From File. Choose a new picture, and click Insert.

Inserting and Editing Pictures

Type your sub-heading here

You can replace the pictures in this template with your company's art. Select the picture you want to replace, point to Picture in the Insert menu, and click From File. Choose a new picture and then click Insert. Select the Link to File box if you don't want to embed the art in the newsletter. This is a good idea if you need to minimize your file size; embedding a picture adds significantly to the size of the file.

To edit a picture, click on it to activate the Picture toolbar. You can use this toolbar to adjust brightness and contrast,

Choose a new picture, and click the Link to File box if you don't want to save the art with the newsletter.

change line properties and crop the image. For more detailed editing, double-click on the graphic to activate the drawing layer. ■

Q: How do I change the text and borders that appear at the bottom of every page?

A: Click Headers and Footers on the View menu. Use the Header and Footer toolbar to navigate among headers and footers, insert date or time, or format the page numbers. To change the text in the footer, select it and type your new text. To change the border, click Borders and Shading on the Format menu.

Q: Can I save a customized newsletter as a template for future editions?

A: Yes. First make any changes you want to this newsletter, then click Save As on the File menu. Choose Document Template from the Save as type drop down list (the extension should change from .doc to .dot). Save the file under a new name. Next time you want to create a newsletter, choose New from the File menu, then choose your template.

