

City of Coffman Cove  
Regular City Council Meeting  
Thursday, August 20<sup>th</sup>, 2020  
**6:30 PM**  
**DIAL-IN NUMBER: 716-293-9726**  
**844-855-4444**  
**ACCESS CODE: 158609**

**Call to Order:**  
**Roll Call:**  
**Pledge of Allegiance:**  
**Public Comment:**  
**Approval of Agenda:**  
**Persons to be Heard:**

**Consent Agenda:**

1. Mayor Report	6. Water/Sewer Report	11. Loggers Lane/Luck Lake Paving Project
2. Minutes	7. Fire Dept. Report	
3. Financial Report	8. EMS Report	
4. Post Office Report	9. Library Report	
5. Parks/Rec/Maintenance	10. IFA Report	

**Correspondence/Information:**

**Resolutions & Ordinances:**

**Unfinished Business:**

1. Volunteer Fire Chief

**New Business:**

1. CARES ACT Update
2. Partnership with Food Bank of Alaska
3. MOU (Memorandum of Understanding): Isolation Area – Community Baptist Church

**Public/Council Comment:**

**Adjourn:**

City of Coffman Cove  
Regular City Council Meeting  
Thursday, July 16<sup>th</sup>, 2020  
**6:30 PM**  
**DIAL-IN NUMBER: 716-293-9726**  
**844-855-4444**  
**ACCESS CODE: 158609**

**Call to Order:** Mayor Sunde calls meeting to order at 6:30pm

**Roll Call:** Mike Underwood, present, Kate Holtman, present, Jacki Sunde, present, Yvonne Drozdowicz-Somfleth, present, Brian Wilson, present, Sara Yockey, present, Terra Green, present.

**Pledge of Allegiance:** Yes

**Public Comment:** None

**Approval of Agenda:** Mayor Sunde makes motion to approve agenda, Sara Yockey 2<sup>nd</sup>. Mike Underwood, yes, Kate Holtman, yes, Jacki Sunde, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes. **All in favor, none opposed, motion to approve agenda passes.**

**Persons to be Heard:** None

**Consent Agenda:** Mayor Sunde makes a motion to approve consent agenda, Sara Yockey 2<sup>nd</sup>. Sara would like to see grammatical changes made to meeting minutes. Mike Underwood, yes, Kate Holtman, yes, Jacki Sunde, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

**All in favor, none opposed, motion to approve consent agenda passes.**

1. Mayor Report	6. Water/Sewer Report	11. Loggers Lane/Luck Lake Paving Project
2. Minutes	7. Fire Dept. Report	
3. Financial Report	8. EMS Report	
4. Post Office Report	9. Library Report	
5. Parks/Rec/Maintenance	10. IFA Report	

**Correspondence/Information:** None

**Resolutions & Ordinances:** None

**Unfinished Business:** None

**New Business:**

1. Volunteer Fire Chief: Gina lets council know that there has been no letter of interest, Mayor Sunde had asked Perry Olson and he respectfully declined. Mayor Sunde volunteers until we find someone else that will take over. Sara Yockey makes a motion to appoint Jacki Sunde as Volunteer Fire Chief, Brian Wilson 2<sup>nd</sup>. Mike Underwood, yes, Kate Holtman, yes, Jacki Sunde, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

**All in favor, none opposed, motion to appoint Jacki Sunde as acting Fire Chief passes.**

**Public/Council Comment:** None

**Executive Session – Legal Matters:** Sara Yockey makes a motion to move into Executive session, Brian Wilson 2<sup>nd</sup>. Yvonne will call back in on secured line. Mike Underwood, yes, Kate Holtman, yes, Jacki Sunde, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

**All in favor, none opposed, motion to move into executive session passes.**

Mayor Sunde makes motion to move out of executive session, Yvonne Drozdowicz-Somfleth 2<sup>nd</sup>. Mike Underwood, yes, Kate Holtman, yes, Jacki Sunde, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

**All in favor, none opposed, motion to move out of executive session passes.**

**Gina dials back into open meeting.**

**Adjourn:** Mike Underwood, yes, Kate Holtman, yes, Jacki Sunde, yes, Yvonne Drozdowicz-Somfleth, yes, Brian Wilson, yes, Sara Yockey, yes, Terra Green, yes.

**All in favor, none opposed, motion adjourn passes.**

**Passed and approved this 20<sup>th</sup> day of August, 2020.**

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Jacki Sunde, Mayor

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Terra Green, Clerk

**City of Coffman Cove**  
**Balance Sheet**  
As of June 30, 2021

Jun 30, 21

**ASSETS**

## Current Assets

## Checking/Savings

## FIRST BANK ACCOUNTS

1002 · Septic Tank CD 7950	26,566.76
1100 · City Savings Account 2290	60,313.63
1101 · Economic Develope Fund TD 0067	121,753.85
1102 · Economic Develope Savings 5353	25,219.85
1103 · First Bank Checking 7970	770,178.40
1105 · Fish Savings 4220	130,815.69
1106 · Land Sales Savings 4845	174,192.35
1107 · Timber Receipts (NFR) CD 7930	107,709.00
1108 · Volunteer Fire Department 4512	25,704.67
1109 · EMS Savings 6470	6,800.43
1110 · Refuse Savings 6480	41,731.60
1111 · Harbor Savings TD 7940/12-20-08	80,135.82
1112 · Water Sewer Savings 7960	222,235.70
1114 · CARES Checking	129,850.64

Total FIRST BANK ACCOUNTS 1,923,208.39

## WELLS FARGO ACCOUNTS

1113 · Gaming Checking 9127	1,950.27
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Total WELLS FARGO ACCOUNTS 1,950.27

1000 · Petty Cash 152.68

Total Checking/Savings 1,925,311.34

## Accounts Receivable

1300 · ACCOUNTS RECEIVABLE	74,558.49
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Total Accounts Receivable 74,558.49

## Other Current Assets

1400 · Employee Advance	290.00
1499 · Undeposited Funds	80.00

Total Other Current Assets 370.00

Total Current Assets 2,000,239.83

Fixed Assets 15,844,037.73

## Other Assets

Notes Receivable	58,394.27
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1450 · Due To/From 0.00

1461 · Due To/From Other Governments 77,604.52

Total Other Assets 135,998.79

**TOTAL ASSETS 17,980,276.35**

**LIABILITIES & EQUITY 17,980,287.35**

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Jul '20 - J...	Administration			Business Training Center	
		Budget	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>GRANT FUNDS Federal</b>						
4300 · Payment in Lieu of Taxes	49,163.46	49,163.46	0.00	100.0%	0.00	
4305 · NFR-Timber Receipts	0.00	0.00	0.00	0.0%	0.00	
<b>Total GRANT FUNDS Federal</b>	49,163.46	49,163.46	0.00	100.0%	0.00	
<b>GRANT FUNDS State</b>	75,000.00	79,294.04	-4,294.04	94.6%	0.00	
4000 · Water / Sewer Revenues	0.00				0.00	
4001 · Other Revenues	0.00				0.00	
4099 · AK Coastal Aggregates Contract	0.00	0.00	0.00	0.0%	0.00	
4100 · Post Office Contract	0.00				0.00	
4104 · Gaming	0.00	0.00	0.00	0.0%	0.00	
4108 · Garbage Services Revenue	0.00				0.00	
4113 · Harbor/Dock Revenue	0.00	0.00	0.00	0.0%	0.00	
4129 · Admin	98.50	0.00	98.50	100.0%	0.00	
4140 · Marine Exchange Equipment Fee	0.00	2,412.00	-2,412.00	0.0%	0.00	
4141 · Land Leases	1,706.25	0.00	1,706.25	100.0%	0.00	
4142 · Building Rentals	-100.00	200.00	-300.00	-50.0%	0.00	0.00
4150 · Misc. Sales	0.00	0.00	0.00	0.0%	0.00	
4152 · Fish Sales	0.00	0.00	0.00	0.0%	0.00	
4153 · Land Sales	0.00	0.00	0.00	0.0%	0.00	
4160 · Donations	0.00	0.00	0.00	0.0%	0.00	
4170 · Interest Income	0.00	0.00	0.00	0.0%	0.00	
4171 · Finance Charge Income	0.00	0.00	0.00	0.0%	0.00	
4200 · Library Construction Donations	0.00				0.00	
<b>Total Income</b>	125,868.21	131,069.50	-5,201.29	96.0%	0.00	0.00
<b>Cost of Goods Sold</b>	0.00	0.00	0.00	0.0%	0.00	
<b>Gross Profit</b>	125,868.21	131,069.50	-5,201.29	96.0%	0.00	0.00
<b>Expense</b>	9,903.56	59,456.80	-49,553.24	16.7%	0.00	0.00
<b>Net Ordinary Income</b>	115,964.65	71,612.70	44,351.95	161.9%	0.00	0.00
<b>Net Income</b>	<b>115,964.65</b>	<b>71,612.70</b>	<b>44,351.95</b>	<b>161.9%</b>	<b>0.00</b>	<b>0.00</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Business Training Center			Clinic		
	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget	\$ Over Bu...	% of Bud...
Ordinary Income/Expense						
Income						
GRANT FUNDS Federal						
4300 · Payment in Lieu of Taxes			0.00			
4305 · NFR-Timber Receipts			0.00			
Total GRANT FUNDS Federal			0.00			
GRANT FUNDS State			0.00			
4000 · Water / Sewer Revenues			0.00			
4001 · Other Revenues			0.00			
4099 · AK Coastal Aggregates Contract			0.00			
4100 · Post Office Contract			0.00			
4104 · Gaming			0.00			
4108 · Garbage Services Revenue			0.00			
4113 · Harbor/Dock Revenue			0.00			
4129 · Admin			0.00			
4140 · Marine Exchange Equipment Fee			0.00			
4141 · Land Leases			0.00			
4142 · Building Rentals	0.00	0.0%	0.00	7,000.00	-7,000.00	0.0%
4150 · Misc. Sales			0.00			
4152 · Fish Sales			0.00			
4153 · Land Sales			0.00			
4160 · Donations			0.00			
4170 · Interest Income			0.00			
4171 · Finance Charge Income			0.00			
4200 · Library Construction Donations			0.00			
Total Income	0.00	0.0%	0.00	7,000.00	-7,000.00	0.0%
Cost of Goods Sold			0.00			
Gross Profit	0.00	0.0%	0.00	7,000.00	-7,000.00	0.0%
Expense	0.00	0.0%	6,062.21	7,273.64	-1,211.43	83.3%
Net Ordinary Income	0.00	0.0%	-6,062.21	-273.64	-5,788.57	2,215.4%
Net Income	<b>0.00</b>	<b>0.0%</b>	<b>-6,062.21</b>	<b>-273.64</b>	<b>-5,788.57</b>	<b>2,215.4%</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - J...	Council			E M S	
		Budget	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>GRANT FUNDS Federal</b>						
4300 · Payment in Lieu of Taxes	0.00				0.00	
4305 · NFR-Timber Receipts	0.00				0.00	
<b>Total GRANT FUNDS Federal</b>	0.00				0.00	
<b>GRANT FUNDS State</b>	0.00				0.00	
4000 · Water / Sewer Revenues	0.00				0.00	
4001 · Other Revenues	0.00				0.00	0.00
4099 · AK Coastal Aggregates Contract	0.00				0.00	
4100 · Post Office Contract	0.00				0.00	
4104 · Gaming	0.00				0.00	
4108 · Garbage Services Revenue	0.00				0.00	
4113 · Harbor/Dock Revenue	0.00				0.00	
4129 · Admin	0.00				0.00	
4140 · Marine Exchange Equipment Fee	0.00				0.00	
4141 · Land Leases	0.00				0.00	
4142 · Building Rentals	0.00				0.00	
4150 · Misc. Sales	0.00				0.00	
4152 · Fish Sales	0.00				0.00	
4153 · Land Sales	0.00				0.00	
4160 · Donations	0.00				0.00	0.00
4170 · Interest Income	0.00				0.00	0.00
4171 · Finance Charge Income	0.00				0.00	
4200 · Library Construction Donations	0.00				0.00	
<b>Total Income</b>	0.00				0.00	0.00
<b>Cost of Goods Sold</b>	0.00				0.00	
<b>Gross Profit</b>	0.00				0.00	0.00
<b>Expense</b>	0.00	1,410.51	-1,410.51	0.0%	7,970.29	16,522.29
<b>Net Ordinary Income</b>	0.00	-1,410.51	1,410.51	0.0%	-7,970.29	-16,522.29
<b>Net Income</b>	<b>0.00</b>	<b>-1,410.51</b>	<b>1,410.51</b>	<b>0.0%</b>	<b>-7,970.29</b>	<b>-16,522.29</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
 July 2020 through June 2021

	E M S			Ferry Terminal		
	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget	\$ Over Bu...	% of Bud...
Ordinary Income/Expense						
Income						
GRANT FUNDS Federal						
4300 · Payment in Lieu of Taxes			0.00			
4305 · NFR-Timber Receipts			0.00			
Total GRANT FUNDS Federal			0.00			
GRANT FUNDS State			0.00			
4000 · Water / Sewer Revenues			0.00			
4001 · Other Revenues	0.00	0.0%	0.00			
4099 · AK Coastal Aggregates Contract			0.00			
4100 · Post Office Contract			0.00			
4104 · Gaming			0.00			
4108 · Garbage Services Revenue			0.00			
4113 · Harbor/Dock Revenue			0.00			
4129 · Admin			0.00			
4140 · Marine Exchange Equipment Fee			0.00			
4141 · Land Leases			0.00			
4142 · Building Rentals			0.00	-100.00	100.00	0.0%
4150 · Misc. Sales			0.00			
4152 · Fish Sales			0.00			
4153 · Land Sales			0.00			
4160 · Donations	0.00	0.0%	0.00			
4170 · Interest Income	0.00	0.0%	0.00			
4171 · Finance Charge Income			0.00	0.00	0.00	0.0%
4200 · Library Construction Donations			0.00			
Total Income	0.00	0.0%	0.00	-100.00	100.00	0.0%
Cost of Goods Sold			0.00			
Gross Profit	0.00	0.0%	0.00	-100.00	100.00	0.0%
Expense	-8,552.00	48.2%	111.99	5,183.19	-5,071.20	2.2%
Net Ordinary Income	8,552.00	48.2%	-111.99	-5,283.19	5,171.20	2.1%
Net Income	<b>8,552.00</b>	<b>48.2%</b>	<b>-111.99</b>	<b>-5,283.19</b>	<b>5,171.20</b>	<b>2.1%</b>



**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Jul '20 - J...	Fire Department			Gaming	
		Budget	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>GRANT FUNDS Federal</b>						
4300 · Payment in Lieu of Taxes	0.00				0.00	
4305 · NFR-Timber Receipts	0.00				0.00	
<b>Total GRANT FUNDS Federal</b>	0.00				0.00	
<b>GRANT FUNDS State</b>	0.00				0.00	
4000 · Water / Sewer Revenues	0.00				0.00	
4001 · Other Revenues	0.00	0.00	0.00	0.0%	0.00	
4099 · AK Coastal Aggregates Contract	0.00				0.00	
4100 · Post Office Contract	0.00				0.00	
4104 · Gaming	0.00	0.00	0.00	0.0%	0.00	5,900.00
4108 · Garbage Services Revenue	0.00				0.00	
4113 · Harbor/Dock Revenue	0.00				0.00	
4129 · Admin	0.00				0.00	
4140 · Marine Exchange Equipment Fee	0.00				0.00	
4141 · Land Leases	0.00				0.00	
4142 · Building Rentals	0.00				0.00	
4150 · Misc. Sales	0.00				0.00	
4152 · Fish Sales	0.00				0.00	
4153 · Land Sales	0.00				0.00	
4160 · Donations	0.00	1,717.69	-1,717.69	0.0%	0.00	2,386.25
4170 · Interest Income	0.00				0.00	1.81
4171 · Finance Charge Income	0.00				0.00	
4200 · Library Construction Donations	0.00				0.00	
<b>Total Income</b>	0.00	1,717.69	-1,717.69	0.0%	0.00	8,288.06
<b>Cost of Goods Sold</b>	0.00				0.00	
<b>Gross Profit</b>	0.00	1,717.69	-1,717.69	0.0%	0.00	8,288.06
<b>Expense</b>	1,894.07	5,496.52	-3,602.45	34.5%	0.00	12,126.28
<b>Net Ordinary Income</b>	-1,894.07	-3,778.83	1,884.76	50.1%	0.00	-3,838.22
<b>Net Income</b>	<b>-1,894.07</b>	<b>-3,778.83</b>	<b>1,884.76</b>	<b>50.1%</b>	<b>0.00</b>	<b>-3,838.22</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Gaming		Jul '20 - J...	Garbage/Waste		% of Bud...
	\$ Over Bu...	% of Bud...		Budget	\$ Over Bu...	
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>GRANT FUNDS Federal</b>						
4300 · Payment in Lieu of Taxes			0.00			
4305 · NFR-Timber Receipts			0.00			
<b>Total GRANT FUNDS Federal</b>			0.00			
<b>GRANT FUNDS State</b>			0.00	0.00	0.00	0.0%
4000 · Water / Sewer Revenues			0.00			
4001 · Other Revenues			0.00			
4099 · AK Coastal Aggregates Contract			0.00			
4100 · Post Office Contract			0.00			
4104 · Gaming	-5,900.00	0.0%	0.00			
4108 · Garbage Services Revenue			5,583.50	0.00	5,583.50	100.0%
4113 · Harbor/Dock Revenue			0.00	1,243.13	-1,243.13	0.0%
4129 · Admin			0.00			
4140 · Marine Exchange Equipment Fee			0.00			
4141 · Land Leases			0.00			
4142 · Building Rentals			0.00			
4150 · Misc. Sales			0.00			
4152 · Fish Sales			0.00			
4153 · Land Sales			0.00			
4160 · Donations	-2,386.25	0.0%	0.00			
4170 · Interest Income	-1.81	0.0%	0.00	19.16	-19.16	0.0%
4171 · Finance Charge Income			0.00	0.00	0.00	0.0%
4200 · Library Construction Donations			0.00			
<b>Total Income</b>	-8,288.06	0.0%	5,583.50	1,262.29	4,321.21	442.3%
<b>Cost of Goods Sold</b>			0.00			
<b>Gross Profit</b>	-8,288.06	0.0%	5,583.50	1,262.29	4,321.21	442.3%
<b>Expense</b>	-12,126.28	0.0%	4,010.64	26,039.49	-22,028.85	15.4%
<b>Net Ordinary Income</b>	3,838.22	0.0%	1,572.86	-24,777.20	26,350.06	-6.3%
<b>Net Income</b>	<b>3,838.22</b>	<b>0.0%</b>	<b>1,572.86</b>	<b>-24,777.20</b>	<b>26,350.06</b>	<b>-6.3%</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Jul '20 - J...	Grants			Harbor/Dock	
		Budget	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget
Ordinary Income/Expense						
Income						
GRANT FUNDS Federal						
4300 · Payment in Lieu of Taxes	0.00				0.00	
4305 · NFR-Timber Receipts	0.00				0.00	
Total GRANT FUNDS Federal	0.00				0.00	
GRANT FUNDS State	0.00				0.00	
4000 · Water / Sewer Revenues	0.00				0.00	
4001 · Other Revenues	0.00				0.00	
4099 · AK Coastal Aggregates Contract	0.00				0.00	
4100 · Post Office Contract	0.00				0.00	
4104 · Gaming	0.00				0.00	
4108 · Garbage Services Revenue	0.00				0.00	
4113 · Harbor/Dock Revenue	0.00				2,606.45	0.00
4129 · Admin	0.00				0.00	0.00
4140 · Marine Exchange Equipment Fee	0.00				0.00	
4141 · Land Leases	0.00				0.00	0.00
4142 · Building Rentals	0.00				0.00	
4150 · Misc. Sales	0.00				0.00	
4152 · Fish Sales	0.00				0.00	
4153 · Land Sales	0.00				0.00	
4160 · Donations	0.00				0.00	
4170 · Interest Income	0.00				0.00	0.00
4171 · Finance Charge Income	0.00				0.00	0.00
4200 · Library Construction Donations	0.00				0.00	
Total Income	0.00				2,606.45	0.00
Cost of Goods Sold	0.00				0.00	
Gross Profit	0.00				2,606.45	0.00
Expense	0.00	0.00	0.00	0.0%	3,124.49	19,904.40
Net Ordinary Income	0.00	0.00	0.00	0.0%	-518.04	-19,904.40
Net Income	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>-518.04</b>	<b>-19,904.40</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Harbor/Dock			Total Library		
	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget	\$ Over Bu...	% of Bud...
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>GRANT FUNDS Federal</b>						
4300 · Payment in Lieu of Taxes			0.00			
4305 · NFR-Timber Receipts			0.00			
<b>Total GRANT FUNDS Federal</b>			0.00			
<b>GRANT FUNDS State</b>			0.00	7,000.00	-7,000.00	0.0%
4000 · Water / Sewer Revenues			0.00			
4001 · Other Revenues			0.00	0.00	0.00	0.0%
4099 · AK Coastal Aggregates Contract			0.00			
4100 · Post Office Contract			0.00			
4104 · Gaming			0.00			
4108 · Garbage Services Revenue			0.00			
4113 · Harbor/Dock Revenue	2,606.45	100.0%	0.00			
4129 · Admin	0.00	0.0%	0.00			
4140 · Marine Exchange Equipment Fee			0.00			
4141 · Land Leases	0.00	0.0%	0.00			
4142 · Building Rentals			0.00			
4150 · Misc. Sales			0.00			
4152 · Fish Sales			0.00			
4153 · Land Sales			0.00			
4160 · Donations			190.00	616.11	-426.11	30.8%
4170 · Interest Income	0.00	0.0%	0.00			
4171 · Finance Charge Income	0.00	0.0%	0.00			
4200 · Library Construction Donations			0.00	0.00	0.00	0.0%
<b>Total Income</b>	2,606.45	100.0%	190.00	7,616.11	-7,426.11	2.5%
<b>Cost of Goods Sold</b>			0.00			
<b>Gross Profit</b>	2,606.45	100.0%	190.00	7,616.11	-7,426.11	2.5%
<b>Expense</b>	-16,779.91	15.7%	947.19	9,433.69	-8,486.50	10.0%
<b>Net Ordinary Income</b>	19,386.36	2.6%	-757.19	-1,817.58	1,060.39	41.7%
<b>Net Income</b>	<b>19,386.36</b>	<b>2.6%</b>	<b>-757.19</b>	<b>-1,817.58</b>	<b>1,060.39</b>	<b>41.7%</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Jul '20 - J...	Maintenance/Shop			Parks & Recreation	
		Budget	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>GRANT FUNDS Federal</b>						
4300 · Payment in Lieu of Taxes	0.00				0.00	
4305 · NFR-Timber Receipts	0.00				0.00	
<b>Total GRANT FUNDS Federal</b>	0.00				0.00	
<b>GRANT FUNDS State</b>	0.00				0.00	
4000 · Water / Sewer Revenues	0.00				0.00	
4001 · Other Revenues	0.00				0.00	
4099 · AK Coastal Aggregates Contract	0.00				0.00	
4100 · Post Office Contract	0.00				0.00	
4104 · Gaming	0.00				0.00	
4108 · Garbage Services Revenue	0.00				0.00	
4113 · Harbor/Dock Revenue	0.00				0.00	
4129 · Admin	0.00				0.00	
4140 · Marine Exchange Equipment Fee	0.00				0.00	
4141 · Land Leases	0.00				0.00	
4142 · Building Rentals	0.00				0.00	
4150 · Misc. Sales	0.00				0.00	
4152 · Fish Sales	0.00				0.00	
4153 · Land Sales	0.00				0.00	
4160 · Donations	0.00				0.00	
4170 · Interest Income	0.00				0.00	
4171 · Finance Charge Income	0.00				0.00	
4200 · Library Construction Donations	0.00				0.00	
<b>Total Income</b>	0.00				0.00	
<b>Cost of Goods Sold</b>	0.00				0.00	
<b>Gross Profit</b>	0.00				0.00	
<b>Expense</b>	2,920.24	38,060.33	-35,140.09	7.7%	2,352.85	6,264.32
<b>Net Ordinary Income</b>	-2,920.24	-38,060.33	35,140.09	7.7%	-2,352.85	-6,264.32
<b>Net Income</b>	<b>-2,920.24</b>	<b>-38,060.33</b>	<b>35,140.09</b>	<b>7.7%</b>	<b>-2,352.85</b>	<b>-6,264.32</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Parks & Recreation			Post Office		
	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget	\$ Over Bu...	% of Bud...
Ordinary Income/Expense						
Income						
GRANT FUNDS Federal						
4300 · Payment in Lieu of Taxes			0.00			
4305 · NFR-Timber Receipts			0.00			
Total GRANT FUNDS Federal			0.00			
GRANT FUNDS State			0.00			
4000 · Water / Sewer Revenues			0.00			
4001 · Other Revenues			0.00			
4099 · AK Coastal Aggregates Contract			0.00	0.00	0.00	0.0%
4100 · Post Office Contract			2,790.66	16,743.96	-13,953.30	16.7%
4104 · Gaming			0.00			
4108 · Garbage Services Revenue			0.00			
4113 · Harbor/Dock Revenue			0.00			
4129 · Admin			0.00			
4140 · Marine Exchange Equipment Fee			0.00			
4141 · Land Leases			0.00			
4142 · Building Rentals			0.00			
4150 · Misc. Sales			0.00			
4152 · Fish Sales			0.00			
4153 · Land Sales			0.00			
4160 · Donations			0.00			
4170 · Interest Income			0.00			
4171 · Finance Charge Income			0.00			
4200 · Library Construction Donations			0.00			
Total Income			2,790.66	16,743.96	-13,953.30	16.7%
Cost of Goods Sold			0.00			
Gross Profit			2,790.66	16,743.96	-13,953.30	16.7%
Expense	-3,911.47	37.6%	5,380.72	19,516.92	-14,136.20	27.6%
Net Ordinary Income	3,911.47	37.6%	-2,590.06	-2,772.96	182.90	93.4%
Net Income	<u>3,911.47</u>	<u>37.6%</u>	<u>-2,590.06</u>	<u>-2,772.96</u>	<u>182.90</u>	<u>93.4%</u>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Jul '20 - J...	Special Events			Streets & Roads	
		Budget	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>GRANT FUNDS Federal</b>						
4300 · Payment in Lieu of Taxes	0.00				0.00	
4305 · NFR-Timber Receipts	0.00				0.00	
<b>Total GRANT FUNDS Federal</b>	0.00				0.00	
<b>GRANT FUNDS State</b>	0.00				0.00	
4000 · Water / Sewer Revenues	0.00				0.00	
4001 · Other Revenues	0.00	0.00	0.00	0.0%	0.00	
4099 · AK Coastal Aggregates Contract	0.00				0.00	
4100 · Post Office Contract	0.00				0.00	
4104 · Gaming	0.00	0.00	0.00	0.0%	0.00	
4108 · Garbage Services Revenue	0.00				0.00	
4113 · Harbor/Dock Revenue	0.00				0.00	
4129 · Admin	0.00				0.00	
4140 · Marine Exchange Equipment Fee	0.00				0.00	
4141 · Land Leases	0.00				0.00	0.00
4142 · Building Rentals	0.00				0.00	
4150 · Misc. Sales	0.00				0.00	
4152 · Fish Sales	0.00				0.00	
4153 · Land Sales	0.00				0.00	
4160 · Donations	0.00				0.00	
4170 · Interest Income	0.00				0.00	
4171 · Finance Charge Income	0.00				0.00	
4200 · Library Construction Donations	0.00				0.00	
<b>Total Income</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Cost of Goods Sold</b>	0.00				0.00	
<b>Gross Profit</b>	0.00	0.00	0.00	0.0%	0.00	0.00
<b>Expense</b>	0.00	700.00	-700.00	0.0%	3,795.01	34,034.46
<b>Net Ordinary Income</b>	0.00	-700.00	700.00	0.0%	-3,795.01	-34,034.46
<b>Net Income</b>	<b>0.00</b>	<b>-700.00</b>	<b>700.00</b>	<b>0.0%</b>	<b>-3,795.01</b>	<b>-34,034.46</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Streets & Roads			Tourism		
	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget	\$ Over Bu...	% of Bud...
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>GRANT FUNDS Federal</b>						
4300 · Payment in Lieu of Taxes			0.00			
4305 · NFR-Timber Receipts			0.00			
<b>Total GRANT FUNDS Federal</b>			0.00			
<b>GRANT FUNDS State</b>			0.00			
4000 · Water / Sewer Revenues			0.00			
4001 · Other Revenues			0.00			
4099 · AK Coastal Aggregates Contract			0.00			
4100 · Post Office Contract			0.00			
4104 · Gaming			0.00			
4108 · Garbage Services Revenue			0.00			
4113 · Harbor/Dock Revenue			0.00			
4129 · Admin			0.00			
4140 · Marine Exchange Equipment Fee			0.00			
4141 · Land Leases	0.00	0.0%	0.00			
4142 · Building Rentals			0.00			
4150 · Misc. Sales			0.00			
4152 · Fish Sales			0.00			
4153 · Land Sales			0.00			
4160 · Donations			0.00			
4170 · Interest Income			0.00			
4171 · Finance Charge Income			0.00	0.00	0.00	0.0%
4200 · Library Construction Donations			0.00			
<b>Total Income</b>	0.00	0.0%	0.00	0.00	0.00	0.0%
<b>Cost of Goods Sold</b>			0.00			
<b>Gross Profit</b>	0.00	0.0%	0.00	0.00	0.00	0.0%
<b>Expense</b>	-30,239.45	11.2%	0.00	186.29	-186.29	0.0%
<b>Net Ordinary Income</b>	30,239.45	11.2%	0.00	-186.29	186.29	0.0%
<b>Net Income</b>	<b>30,239.45</b>	<b>11.2%</b>	<b>0.00</b>	<b>-186.29</b>	<b>186.29</b>	<b>0.0%</b>



**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	Water/Sewer				TOTAL	
	Jul '20 - J...	Budget	\$ Over Bu...	% of Bud...	Jul '20 - J...	Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
<b>GRANT FUNDS Federal</b>						
4300 · Payment in Lieu of Taxes	0.00				49,163.46	49,163.46
4305 · NFR-Timber Receipts	0.00				0.00	0.00
<b>Total GRANT FUNDS Federal</b>	0.00				49,163.46	49,163.46
<b>GRANT FUNDS State</b>	0.00				75,000.00	86,294.04
4000 · Water / Sewer Revenues	13,524.00	0.00	13,524.00	100.0%	13,524.00	0.00
4001 · Other Revenues	0.00				0.00	0.00
4099 · AK Coastal Aggregates Contract	0.00				0.00	0.00
4100 · Post Office Contract	0.00				2,790.66	16,743.96
4104 · Gaming	0.00				0.00	5,900.00
4108 · Garbage Services Revenue	0.00				5,583.50	0.00
4113 · Harbor/Dock Revenue	0.00				2,606.45	1,243.13
4129 · Admin	0.00				98.50	0.00
4140 · Marine Exchange Equipment Fee	0.00				0.00	2,412.00
4141 · Land Leases	0.00				1,706.25	0.00
4142 · Building Rentals	0.00				-100.00	7,100.00
4150 · Misc. Sales	0.00				0.00	0.00
4152 · Fish Sales	0.00				0.00	0.00
4153 · Land Sales	0.00				0.00	0.00
4160 · Donations	0.00				190.00	4,720.05
4170 · Interest Income	0.00	113.17	-113.17	0.0%	0.00	134.14
4171 · Finance Charge Income	0.00	0.00	0.00	0.0%	0.00	0.00
4200 · Library Construction Donations	0.00				0.00	0.00
<b>Total Income</b>	13,524.00	113.17	13,410.83	11,950.2%	150,562.82	173,710.78
<b>Cost of Goods Sold</b>	0.00				0.00	0.00
<b>Gross Profit</b>	13,524.00	113.17	13,410.83	11,950.2%	150,562.82	173,710.78
<b>Expense</b>	19,853.64	96,598.55	-76,744.91	20.6%	68,326.90	358,207.68
<b>Net Ordinary Income</b>	-6,329.64	-96,485.38	90,155.74	6.6%	82,235.92	-184,496.90
<b>Net Income</b>	<b>-6,329.64</b>	<b>-96,485.38</b>	<b>90,155.74</b>	<b>6.6%</b>	<b>82,235.92</b>	<b>-184,496.90</b>

**City of Coffman Cove**  
**Profit & Loss Budget vs. Actual**  
**July 2020 through June 2021**

	TOTAL	
	\$ Over Bu...	% of Bud...
Ordinary Income/Expense		
Income		
GRANT FUNDS Federal		
4300 · Payment in Lieu of Taxes	0.00	100.0%
4305 · NFR-Timber Receipts	0.00	0.0%
Total GRANT FUNDS Federal	0.00	100.0%
GRANT FUNDS State	-11,294.04	86.9%
4000 · Water / Sewer Revenues	13,524.00	100.0%
4001 · Other Revenues	0.00	0.0%
4099 · AK Coastal Aggregates Contract	0.00	0.0%
4100 · Post Office Contract	-13,953.30	16.7%
4104 · Gaming	-5,900.00	0.0%
4108 · Garbage Services Revenue	5,583.50	100.0%
4113 · Harbor/Dock Revenue	1,363.32	209.7%
4129 · Admin	98.50	100.0%
4140 · Marine Exchange Equipment Fee	-2,412.00	0.0%
4141 · Land Leases	1,706.25	100.0%
4142 · Building Rentals	-7,200.00	-1.4%
4150 · Misc. Sales	0.00	0.0%
4152 · Fish Sales	0.00	0.0%
4153 · Land Sales	0.00	0.0%
4160 · Donations	-4,530.05	4.0%
4170 · Interest Income	-134.14	0.0%
4171 · Finance Charge Income	0.00	0.0%
4200 · Library Construction Donations	0.00	0.0%
Total Income	-23,147.96	86.7%
Cost of Goods Sold	0.00	0.0%
Gross Profit	-23,147.96	86.7%
Expense	-289,880.78	19.1%
Net Ordinary Income	266,732.82	-44.6%
Net Income	<u>266,732.82</u>	<u>-44.6%</u>

1:03 PM

08/05/20

**City of Coffman Cove**  
**Reconciliation Summary**  
2801 - Wells Fargo Bankcard, Period Ending 07/12/2020

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	Jul 12, 20
Beginning Balance	1,991.59
Cleared Transactions	
Charges and Cash Advances - 13 items	-2,068.72
Payments and Credits - 1 item	1,991.59
Total Cleared Transactions	-77.13
Cleared Balance	<u>2,068.72</u>
Register Balance as of 07/12/2020	2,068.72
New Transactions	
Payments and Credits - 1 item	2,068.72
Total New Transactions	<u>2,068.72</u>
Ending Balance	<u>0.00</u>



### Transaction Details

The transactions detailed on this Consolidated Billing Control Account Statement contain transactions made directly to this Control Account plus all transactions made on Sub Accounts. If there were no transactions made by a Sub Account that Sub Account will not appear.

Trans	Post	Reference Number	Description	Credits	Charges
06/30	06/30	8558939J880T2MPMH	Phone Payment 182CP8836	1,991.59	
			TOTAL ██████████		\$1,991.59-

#### Transaction Summary For MARK HIGGINS Sub Account Number Ending In 4799

07/06	07/06	5531020JE11SWJ6F9	ALASKA A 0272333585200 8006545669 WA CITY OF COFFMAN COVE		67.00 PO32
		07/06/20 1	KETCHIKAN ANCHORAGE		
07/06	07/06	5538928JD2ML5JP5J	AC KLAWOOCK-386 KLAWOOCK AK		9.57 PO32
07/07	07/07	5543887JD4NRXE9KQ	ISLAND AIR EXPRESS 888-3878989 AK		15.00 PO32
			TOTAL \$91.57		
MARK HIGGINS / Sub Acct Ending In 4799					

#### Transaction Summary For GINA CAVARETTA Sub Account Number Ending In 1942

06/17	06/17	5543286HT5V1BDHDX	AMZN MKTP US*MS73860N1 AMZN.COM/BILL WA	19.98	PO319
06/17	06/17	5543286HT5V1QZMP2	AMZN MKTP US*MS7GE4J30 AMZN.COM/BILL WA	32.96	PO319
06/17	06/17	5545702HS80ZTLAA	ELEARNING AMERICAN HEA 8882428883 TX	28.50	PO320
06/29	06/29	5543286J55SWSSNXK	AMZN MKTP US*MS9Q74IK0 AMZN.COM/BILL WA	118.80	PO320
06/29	06/29	5531020J5122TKZQ9	ALASKA A 0278880120000 8006545669 WA CITY OF COFFMAN COVE	67.00	PO322
06/30	06/30	5545702J760ZTXSDE	AMERICAN HEART SHOPCPR 8882428883 TX	28.50	PO320
07/02	07/02	5512685J92LX9573X	AIRPORT EQUIPMENT RENT ANCHORAGE AK	658.70	PO320
07/03	07/03	5543286J95V032MPE	AMZN MKTP US*MJ4RA4PX1 AMZN.COM/BILL WA	134.85	PO320
07/07	07/07	5543286JD5SS4RS6J	FREECONFERENCECALL.COM 877-216-7555 CA	26.02	PO316
07/09	07/09	5538928JG2MLF3X0A	AC KLAWOOCK-386 KLAWOOCK AK	861.84	PO322
			TOTAL \$1,977.15		
GINA CAVARETTA / Sub Acct Ending In 1942					

### Wells Fargo News

#### What can alerts do for your business?\*

Receive timely updates on your business credit card account via email or text. Alerts allow you to set up and receive only the messages that are important to you. Sign up for alerts during your Wells Fargo Business Online® session by going to your Business Elite Card account screen and selecting the Manage Alerts menu option.

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\*Availability may be affected by your mobile carrier's coverage area. Your mobile carrier's message and data rates may apply.

## **WATER REPORT**

July/August 2020

Water usage for the week of:

July 13th - July 19th was 98,000 gallons.  
July 20th - July 26th was 102,000 gallons.  
July 27th - August 2nd was 120,000 gallons.  
August 3rd- August 9th was 115,000 gallons.  
August 10th-August 16th was 118,000 gallons.

Chemical usage:

July 15th - 2 gallons of NALCO  
July 21st - 2 gallons of NALCO  
July 28th- 2 gallons of NALCO  
August 3rd - 2 gallons of NALCO  
August 10th-2 gallons of NALCO  
August 13th- current chlorine barrel still holds about 10 gallons.

Septic tanks:

3 septic tanks were pumped last month as well as some removed from the holding tank down town.

Mark Higgins  
329-2323



**TEMPORARY PARTNER AGENCY  
MEMORANDUM OF AGREEMENT  
Expires: December 31, 2020**

**This agreement is made between Food Bank of Alaska**

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**(Partner Agency).**

**The responsibilities of the partnership are listed below:**

**Food Bank of Alaska agrees to:**

- Provide partner agencies with the procedures for the warehouse and guidance to run a pantry.
- Handling fees for food will be waived during time of crisis but will be reinstated once crisis is over.
- Train partner agencies provide logistical support and resources to help make their distribution a success.

**The Partner Agency agrees to the following:**

- Work as partners and follow the policies and procedures set forth by Food Bank of Alaska.
- Distribute the food at no cost.
- Turn all required monthly paperwork in a timely manner
- Serve all eligible clients without regard to race, color, national origin, religion, sex, age or disability.
- Maintain liability insurance for the distribution.
- Designate a contact person and have contact information such as telephone number available.
- The site coordinator must successfully complete a safe food handling class, exam and maintain certification. *Recertification is every three (3) years.*
- Site volunteers will be not be given preferential treatment when accessing food.
- Refrain from proselytizing. Clients are not be required to attend religious services or participate in church-sponsored activities in order to obtain food. Churches may have religious literature available for clients to read or take voluntarily.

Liability Release: The Agency's authorized representative's signature below hereby affirms that the original donors, FBA, and Feeding America:

- Are released by the Agency from any liabilities resulting from the donated goods.
- Are held harmless from any claims or obligations to the Agency or the donated goods.
- Offer no express warranties in relation to the gift of goods.

I hereby certify that I have read and understand this agreement and that I will ensure compliance with all points listed.

**Participating Agency**

**Food Bank of Alaska**

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Partner Agency Representative

---

Jim Baldwin, Executive Director

---

Printed Name

---

Date

---

Date

**MEMORANDUM OF UNDERSTANDING BETWEEN  
THE CITY OF COFFMAN COVE & THE COFFMAN COVE COMMUNITY BAPTIST CHURCH**

This Memorandum of Understanding (MOU) shall become effective the \_\_\_\_\_ day of August, 2020 between the City of Coffman Cove (the CITY) and the Coffman Cove Community Baptist Church (the CHURCH), both of which are located in and existing under the laws of the State of Alaska. The CITY and CHURCH may also be collectively referred to herein as the "Parties."

**I. RECITALS**

WHEREAS, the CITY and the CHURCH recognize the ongoing public health emergency in the State of Alaska resulting in COVID-19 and the potential spread of COVID-19 throughout Coffman Cove, Prince of Wales Island, the State and the United States; and

WHEREAS, as a result of the continued spread of COVID-19, declarations and/or proclamation s of emergency have been issued by the Governor of the State of Alaska, the City and the federal government; and

WHEREAS, the CITY's Incident Command Team (ICT) has been enacted to carry out the Small Community Emergency Response Plan (SCERP) and establish temporary housing for isolation and quarantine recovery due to COVID-19; and

WHEREAS, the CHURCH has agreed to provide temporary housing located downstairs in the Coffman Cove Community Baptist Church (PROPERTY) for isolation and quarantine recovery area due to COVID-19; and

WHEREAS, the CITY agrees to provide all supplies necessary for two isolation/quarantine areas utilizing CARES ACT funding to purchase said supplies; and

WHEREAS, the CITY and CHURCH agree the PROPERTY shall be the designated isolation/quarantine area until the COVID-19 emergency ceases to exist and use of PROPERTY for temporary housing for isolation and quarantine recovery is no longer necessary to maintain public health; and

WHEREAS, the PARTIES acknowledge that it is the intent of this MOU to lay out the expectations of the PARTIES; and

NOW, THEREFORE, the CITY and the CHURCH agree that the following contains principals of understanding between the PARTIES:



II. PRINCIPALS OF UNDERSTANDING

1. The CITY agrees to provide meals, services, supplies and public health services needed to individuals who will be housed at the PROPERTY; and
2. The CHURCH agrees to provide space for two isolation/quarantine areas; and
3. The PARTIES intend and agree to act in good faith in order to minimize the impact on surrounding areas and critical areas resulting in the use of the PROPERTY operating as a temporary isolation and/or quarantine area; and
4. The PARTIES intend and agree to act in good faith with respect to the CITY's obligation to pay for any increase in utility fees associated with the operation of the facility at the PROPERTY; and
5. When the COVID-19 emergency ceases to exist and use of the PROPERTY for temporary housing for isolation and/or quarantine recovery is no longer necessary to maintain public health and to control and prevent the spread of COVID-19 the CITY agrees to remove all isolation/quarantine supplies and restore the PROPERTY to its previous state.

IN WITNESS WHEREOF, the CITY and CHURCH have executed this Memorandum of Understanding as of the day and year first written above.

CITY OF COFFMAN COVE

COFFMAN COVE COMMUNITY BAPTIST CHURCH

\_\_\_\_\_  
Authorizing Signature

\_\_\_\_\_  
Authorizing Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date