

CITY OF SAND POINT COUNCIL MEETING



Tuesday, August 22, 2023

Workshop : 2:00 pm

Meeting: 7:00 pm

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

CITY OF SAND POINT

(Packet will be available on website August 18, 2023) www.sandpointak.com



MAYOR

Mayor James Smith - Office Exp. 2023

COUNCIL MEMBERS

Austin Roof	Seat A - Exp. 2025
Allan Starnes	Seat B - Exp. 2023
Amy Eubank	Seat C - Exp. 2025
Jack Foster Jr.	Seat D - Exp. 2023
Marita Gundersen	Seat E - Exp. 2024
Arlene Gundersen	Seat F - Exp. 2024

SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

Regular Meeting

August 22, 2023 7:00 pm

There will be a workshop at 2:00 pm.

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

PUBLIC COMMENTS ON AGENDA ITEMS

CONSENT AGENDA:

- Minutes: Minutes of Regular Meeting July 12, 2023

REPORTS:

- Finance Officer
- Administrator
- Police Chief
- EMS Director
- Fire Chief
- Public Works Director
- Water / Sewer Supervisor
- Harbor Master

HEARINGS, ORDINANCES AND RESOLUTIONS:

- Ordinance 2023-04: Title 4, Chapter 8: Absentee Voting to Include Electronic Voting-2nd Reading
- Resolution 23-08: Supporting the Alaska Department of Transportation and Public Facilities (DOT & PF) Sand Point Airport Rehabilitation Project

OLD BUSINESS:

NEW BUSINESS:

- Harbor Lot Lease: Sand Point Marine LLC
- Building Permit: Sand Pont Marine LLC
- Donation Request: Sand Point Silver Salmon Derby

PUBLIC COMMENTS

COUNCIL COMMENTS

ADJOURNMENT

To participate telephonically, please call 1-800-315-6338 and use the passcode 26961 followed by the # key.

CONSENT AGENDA

CALL TO ORDER:

The regular meeting of the Sand Point City Council was held Wednesday, July 12, 2023 in the City Chambers and telephonically. Mayor James Smith called the meeting to order at 7:03 p.m.

ROLL CALL:

James Smith	Mayor	Present
Austin Roof	Seat A	Absent/Excused
Allan Starnes	Seat B	Present
Amy Eubank	Seat C	Present
Jack Foster Jr.	Seat D	Absent/Excused
Marita Gundersen	Seat E	Present
Arlene Gundersen	Seat F	Present

A quorum was established.

Staff in attendance:

- Debi Schmit, Administrator
- Kurtis Gundersen, Finance Officer
- Jade Gundersen, City Clerk
- Jeff Thompson, Police Chief
- Julius Karlsen, Public Works Director
- Dylan Jacobsen, Water & Sewer Supervisor

APPROVAL OF AGENDA:

Mayor James Smith requested a motion to approve the agenda.

MOTION: Council Member Marita Gundersen made a motion to approve the agenda.

SECOND: Council Member Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS ON AGENDA ITEMS:

CONSENT AGENDA:

MOTION: Council Member Amy Eubank made a motion to approve the Regular Meeting Minutes of May 9, 2023 and Special Meeting Minutes of May 17, 2023 with correction of typo on May 9, 2023.

SECOND: Council Member Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Finance Officer – Kurtis Gundersen

Finance Officer Kurtis Gundersen reported that the City received \$10,590.34 in Raw Fish Tax \$35,672.95 in Sales Tax.

Administrator – Debi Schmit

Administrator Debi Schmit read her report included in the packet. She added that the FY22 audit is getting wrapped up.

Police Chief – Jeff Thompson

Police Chief Jeff Thompson read the June report included in the packet. He explained that the Officer Self-Initiated Activity included in the report is to give a better picture of monthly officer activity.

Fire Chief- Jason Bjornstad

Fire Chief Jason Bjornstad's report was included in the packet.

Public Works Director – Julius Karlsen

Public Works Director Julius Karlsen read his report included in the packet.

Water/Sewer Director- Dylan Jacobsen

Water/Sewer Director Dylan Jacobsen read his report included in the packet.

Harbor Master – Allen Kuchenoff Jr.

Harbor Master Allen Kuchenoff Jr's report was included in the packet.

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Ordinance 2023-04: Amending Title 4, Chapter 8: Absentee Voting to Include Electronic Voting-1st Reading

MOTION: Council Member Marita Gundersen made a motion to put Ordinance 2023-04: Amending Title 4, Chapter 8: Absentee Voting to Include Electronic Voting-1st Reading.

SECOND: Council Member Arlene Gundersen seconded the motion.

DISCUSSION: City Clerk Jade Gundersen explained the purpose of the ordinance to allow electronic absentee voting for our municipal elections.

VOTE: Motion passed unanimously.

OLD BUSINESS:

1. Jim Amundsen, ANTHC Engineering Project Manager, to discuss Sand Point Project AN20-T97 funded by RAVG.

Jim Amundsen explained the project that was for the two lift stations replaced last summer and that they have no warranty issues to report. Since the project was short funding, they had to apply for \$75,000 from the RAVG and want to thank them and recognize them for funding the remainder of the project.

NEW BUSINESS:

1. Community Sanitation Priorities Discussion-ANTHC

Jim Amundsen explained that ANTHC is interested in making sure that the work he does for Sand Point meets the needs of our community by using a Community Sanitation Prioritization Form to track what the needs and priorities are and their status. The community currently has 2 upcoming projects, one is to make upgrades to the filters at the water treatment plant, which is about 4 to 5 years out, and the Johnson Avenue sewer replacement, which includes 500 feet of sewer lines that is made out of old wood staves that are starting to fail, and they are hoping to have that funded and project ready next summer. He encouraged the council and City to help identify other needs of the community that he can add to the list.

2. Capital Improvement Projects Discussion

Administrator Debi Schmit discussed the current capital improvement list and recommends updating it in the form of a resolution at the next meeting. She would like the council to consider adding resurfacing the airport and tie that into paving the rest of the streets, and the culvert and dam repair. The bridge rehabilitation project has been submitted to the state and they are reviewing those applications today and tomorrow, and the foot

bridge application had been denied. After seeing what funding is out there, she will bring back information for council to approve in the form of a Resolution.

3. Building Permit: Peter Pan Seafoods

MOTION: Council Member Arlene Gundersen made a motion to approve Peter Pan Seafoods Building Permit.

SECOND: Council Member Amy Eubank seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS:

Dick Jacobsen recommends that every council member has a speaker in front of them so the public can hear them better and expressed that he is against electronic voting due to cheating and accountability concerns.

Edee Jacobsen recommends cleaning up the abandoned vehicles at the harbor due to the shortage of parking. She appreciates the alders that have been cut down but would like them hauled away.

COUNCIL COMMENTS:

Mayor James Smith thanked Pauloff Harbor Tribe for their generous donation to help purchase a new trash truck. He recommended that the next council meeting will be on August 22 unless there is an objection.

Council Member Amy Eubank thanked Pauloff Harbor Tribe for their donation and the City workers for their effort and their patience with GCI.

ADJOURNMENT:

MOTION: Council Member Amy Eubank made a motion to adjourn.

SECOND: Council Member Marita Gundersen seconded the motion.

The meeting adjourned at 7:46 pm.

James Smith Sr., Mayor

ATTEST:

Jade Gundersen, City Clerk

REPORTS

FINANCE OFFICER

**City of Sand Point
Raw Fish Tax Revenue**

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>
July	142,500.10	83,040.24	81,992.40	51,221.78	113,532.23	75,441.44
August	139,542.35	48,290.30	88,100.71	27,115.98	138,608.76	28,751.91
September	37,427.07	49,496.61	65,893.27	24,635.83	50,718.35	32,212.43
October	32,201.69	46,261.99	51,476.42	18,438.92	54,051.75	38,400.61
November	10,083.69	4,963.48	3,495.99	1,111.79	1,794.82	-
December	515.28	74.67			480.71	2,762.41
January	3,836.52	12,558.77		2,616.57	19,887.44	19,465.94
February	27,529.30	24,948.95		37,744.95	0.38	28,231.08
March	45,022.21	82,916.26	13,306.96	38,681.59	524.88	1,887.34
April	58,469.24	13,561.22	13,500.37	30,237.38	51,631.27	-
May	24,240.36	8,025.95	8,261.04	15,943.63	23,111.00	10,590.34
June	58,431.26	89,711.60	16,659.69	121,562.18	72,778.80	36,093.24
Total	579,799.07	463,850.04	342,686.85	369,310.60	527,120.39	273,836.74

Sales Tax Revenue

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>
July	79,691.25	92,628.52	88,102.92	61,022.60	70,786.04	89,695.85
August	77,015.98	65,979.46	102,628.84	62,489.92	74,541.89	95,714.41
September	66,935.45	71,697.10	86,603.67	65,441.59	102,222.37	73,512.92
October	34,186.58	58,219.29	75,277.68	50,576.22	71,318.24	106,675.97
November	49,870.42	46,835.09	42,723.86	35,912.73	51,328.38	36,554.18
December	31,235.26	39,642.29	50,112.63	44,715.17	83,784.18	79,385.83
January	39,387.33	44,528.74	34,118.45	39,231.36	47,846.93	59,987.67
February	45,302.69	41,619.24	35,316.83	49,311.31	50,102.23	54,955.61
March	81,890.02	75,803.84	48,712.31	67,978.55	65,376.73	81,865.34
April	45,633.53	49,639.45	33,711.29	47,933.84	45,696.71	36,090.81
May	46,470.55	61,719.51	47,729.27	47,260.30	52,776.83	35,672.95
June	81,316.23	93,332.26	71,991.16	82,115.58	102,952.69	137,542.76
Total	678,935.29	741,644.79	717,028.91	653,989.17	818,733.22	887,654.30

City of Sand Point
Bank Balance

Date

	Balance	
Bank	End of June	Date
Key Bank	3,139,951.97	2,865,556.12
Wells Fargo - General	426,872.18	220,118.99
Wells Fargo - Bingo Fund	131,234.81	143,638.95
Wells Fargo - Silver Salmon Fund	25,872.70	23,110.16
Wells Fargo - PD Federal Forfeiture	593.67	593.67
Wells Fargo - PD State Forfeiture	6,666.61	6,666.61
Charles Schwab	621,090.64	611,946.63

CITY OF SAND POINT
***Revenue Guideline-Alt Code©**

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Current Period: JUNE 22-23

		22-23	22-23	JUNE	22-23	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
GENERAL FUND						
Active	R 01-002 GENERAL FUND/WELLS F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-200 CAPITAL GAIN / LOSS	-\$20,000.00	\$24,819.46	\$15,622.55	-\$44,819.46	-124.10%
Active	R 01-201 INTEREST INCOME	\$40,000.00	\$113,075.59	\$15,125.60	-\$73,075.59	282.69%
Active	R 01-202 FINES AND PENALTIES	\$1,500.00	\$421.93	\$0.00	\$1,078.07	28.13%
Active	R 01-203 OTHER REVENUE	\$5,500.00	-\$186,291.00	(\$95,460.00)	\$191,791.00	-3387.11%
Active	R 01-205 4% SALES TAX	\$800,000.00	\$872,440.46	\$52,768.28	-\$72,440.46	109.06%
Active	R 01-208 CARES INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-213 RAW FISH TAX	\$300,000.00	\$308,690.52	\$10,590.34	-\$8,690.52	102.90%
Active	R 01-214 FINE-LATE SALES TAX	\$550.00	\$5,173.69	\$0.00	-\$4,623.69	940.67%
Active	R 01-217 7% B & B Tax	\$9,000.00	\$11,727.36	\$834.20	-\$2,727.36	130.30%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-230 DONATIONS	\$0.00	\$196,921.00	\$95,460.00	-\$196,921.00	0.00%
Active	R 01-232 FIRE MISC REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$2,000.00	\$2,400.00	\$25.00	-\$400.00	120.00%
Active	R 01-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-238 ANCHORAGE OFFICE	\$40,000.00	\$80,000.00	\$40,000.00	-\$40,000.00	200.00%
Active	R 01-250 STATE REVENUE SHARIN	\$93,340.00	\$90,340.43	\$0.00	\$2,999.57	96.79%
Active	R 01-256 REVENUE--STATE OF ALA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-257 REVENUE--FEDERAL GOV	\$0.00	\$13,821.01	\$0.00	-\$13,821.01	0.00%
Active	R 01-258 REVENUE--ALEUTIANS EA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-260 STATE LIQUOR SHARE TA	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 01-265 SOA DOCCEDED SHARED FI	\$35,000.00	\$33,328.29	\$0.00	\$1,671.71	95.22%
Active	R 01-266 SOA DOR FISH BUS SHAR	\$166,418.00	\$166,418.26	\$0.00	-\$0.26	100.00%
Active	R 01-285 EQUIPMENT RENTAL	\$10,000.00	\$9,493.24	\$0.00	\$506.76	94.93%
Active	R 01-290 AK HIDTA PROGRAM	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
Active	R 01-291 BUILDING RENTALS	\$110,000.00	\$147,341.41	\$10,516.80	-\$37,341.41	133.95%
Active	R 01-293 LIBRARY GRANT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-296 PD FORFEITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-297 POLICE MISC REVENUE	\$160,000.00	\$246,246.87	\$100.00	-\$86,246.87	153.90%
Active	R 01-298 EMS MISC REVENUE	\$61,000.00	\$64,000.00	\$0.00	-\$3,000.00	104.92%
	Total	<u>\$1,831,808.00</u>	<u>\$2,200,368.52</u>	<u>\$145,582.77</u>	<u>-\$368,560.52</u>	<u>120.12%</u>
	Total GENERAL FUND	\$1,831,808.00	\$2,200,368.52	\$145,582.77	-\$368,560.52	120.12%
BINGO FUND						
Active	R 02-294 BINGO REVENUE	\$13,000.00	\$19,036.00	\$728.00	-\$6,036.00	146.43%
Active	R 02-295 PULL TAB REVENUE	\$200,000.00	\$314,807.50	\$17,083.50	-\$114,807.50	157.40%
	Total	<u>\$213,000.00</u>	<u>\$333,843.50</u>	<u>\$17,811.50</u>	<u>-\$120,843.50</u>	<u>156.73%</u>
	Total BINGO FUND	\$213,000.00	\$333,843.50	\$17,811.50	-\$120,843.50	156.73%
SILVER SALMON DERBY						
Active	R 03-230 DONATIONS	\$0.00	\$4,150.00	\$0.00	-\$4,150.00	0.00%
Active	R 03-292 SILVER SALMON DERBY	\$40,075.00	\$54,780.93	\$90.00	-\$14,705.93	136.70%
	Total	<u>\$40,075.00</u>	<u>\$58,930.93</u>	<u>\$90.00</u>	<u>-\$18,855.93</u>	<u>147.05%</u>
	Total SILVER SALMON DERBY	\$40,075.00	\$58,930.93	\$90.00	-\$18,855.93	147.05%
ARPA LOCAL GOVT LOST REV						
Active	R 09-130 DEFERRED REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 09-256 REVENUE--STATE OF ALA	\$0.00	\$128,766.13	\$0.00	-\$128,766.13	0.00%
Active	R 09-257 REVENUE--FEDERAL GOV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

CITY OF SAND POINT
***Revenue Guideline-Alt Code©**

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Current Period: JUNE 22-23

		22-23	22-23	JUNE	22-23	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Total		\$0.00	\$128,766.13	\$0.00	-\$128,766.13	0.00%
Total ARPA LOCAL GOV'T LOST REV		\$0.00	\$128,766.13	\$0.00	-\$128,766.13	0.00%
CLINIC OPERATIONS/MAINTENANCE						
Active	R 10-257 REVENUE--FEDERAL GOV	\$307,410.00	\$363,523.28	\$0.00	-\$56,113.28	118.25%
Active	R 10-291 BUILDING RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$307,410.00	\$363,523.28	\$0.00	-\$56,113.28	118.25%
Total CLINIC OPERATIONS/MAINTENANCE		\$307,410.00	\$363,523.28	\$0.00	-\$56,113.28	118.25%
WATER/SEWER OPERATIONS						
Active	R 61-202 FINES AND PENALTIES	\$1,200.00	\$1,221.78	\$45.16	-\$21.78	101.82%
Active	R 61-203 OTHER REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-206 WATER/SEWER REVENU	\$225,000.00	\$223,093.92	\$20,191.53	\$1,906.08	99.15%
Active	R 61-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-235 TRANSFER IN	\$35,450.00	\$0.00	\$0.00	\$35,450.00	0.00%
Active	R 61-270 ON BEHALF REVENUE PE	\$0.00	\$27.57	\$0.00	-\$27.57	0.00%
Total		\$261,650.00	\$224,343.27	\$20,236.69	\$37,306.73	85.74%
Total WATER/SEWER OPERATIONS		\$261,650.00	\$224,343.27	\$20,236.69	\$37,306.73	85.74%
HARBOR/PORT OPERATIONS						
Active	R 62-201 INTEREST INCOME	\$6,000.00	\$8,617.83	\$794.66	-\$2,617.83	143.63%
Active	R 62-203 OTHER REVENUE	\$5,000.00	\$531.43	\$132.84	\$4,468.57	10.63%
Active	R 62-210 HARBOR/MOORAGE	\$315,000.00	\$296,804.91	\$26,340.91	\$18,195.09	94.22%
Active	R 62-211 HARBOR/TRAVELLIFT	\$150,000.00	\$90,162.88	\$8,398.78	\$59,837.12	60.11%
Active	R 62-212 BOAT HARBOR/RENTS	\$138,268.00	\$125,814.16	\$12,373.74	\$12,453.84	90.99%
Active	R 62-215 HARBOR/WHARFAGE	\$30,000.00	\$36,108.93	\$2,794.76	-\$6,108.93	120.36%
Active	R 62-219 HARBOR ELEC SERVICE	\$10,000.00	\$8,179.46	\$636.23	\$1,820.54	81.79%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 62-221 HARBOR/VAN STORAGE	\$20,000.00	\$17,226.17	\$0.00	\$2,773.83	86.13%
Active	R 62-222 HARBOR/STALL ELECTRI	\$40,000.00	\$56,740.52	\$4,312.91	-\$16,740.52	141.85%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$5,488.61	\$122.92	-\$1,488.61	137.22%
Active	R 62-224 GEARSHED LOCKER REN	\$15,000.00	\$12,267.87	\$257.00	\$2,732.13	81.79%
Active	R 62-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-237 HARBOR STORAGE	\$2,000.00	\$2,293.17	\$0.00	-\$293.17	114.66%
Active	R 62-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-285 EQUIPMENT RENTAL	\$20,000.00	\$35,952.32	\$1,586.34	-\$15,952.32	179.76%
Active	R 62-299 GAIN/LOSS DISPOSITION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$755,768.00	\$696,188.26	\$57,751.09	\$59,579.74	92.12%
Total HARBOR/PORT OPERATIONS		\$755,768.00	\$696,188.26	\$57,751.09	\$59,579.74	92.12%
SOA DOCK						
Active	R 63-215 HARBOR/WHARFAGE	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Active	R 63-245 CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Total SOA DOCK		\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
REFUSE COLLECTION						
Active	R 65-202 FINES AND PENALTIES	\$1,000.00	\$755.88	\$23.48	\$244.12	75.59%
Active	R 65-204 REFUSE COLLECTION	\$146,000.00	\$166,210.62	\$13,645.51	-\$20,210.62	113.84%
Active	R 65-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 65-235 TRANSFER IN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

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***Revenue Guideline-Alt Code©**

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Current Period: JUNE 22-23

		22-23	22-23	JUNE	22-23	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Active	R 65-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total	\$147,000.00	\$166,966.50	\$13,668.99	-\$19,966.50	113.58%
	Total REFUSE COLLECTION	\$147,000.00	\$166,966.50	\$13,668.99	-\$19,966.50	113.58%
	Report Total	\$3,591,711.00	\$4,172,930.39	\$255,141.04	-\$581,219.39	116.18%

CITY OF SAND POINT

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*Fund Summary -
Budget to Actual©

JUNE 22-23

	22-23 YTD Budget	JUNE MTD Amount	22-23 YTD Amount	22-23 YTD Balance	22-23 % YTD Budget
FUND 01 GENERAL FUND					
Revenue	\$1,831,808.00	\$145,582.77	\$2,200,368.52	-\$368,560.52	120.12%
Expenditure	\$2,791,139.41	\$449,983.87	\$2,957,407.71	-\$166,268.30	105.96%
		-\$304,401.10	-\$757,039.19		
FUND 02 BINGO FUND					
Revenue	\$213,000.00	\$17,811.50	\$333,843.50	-\$120,843.50	156.73%
Expenditure	\$230,688.00	\$14,972.44	\$337,647.82	-\$106,959.82	146.37%
		\$2,839.06	-\$3,804.32		
FUND 03 SILVER SALMON DERBY					
Revenue	\$40,075.00	\$90.00	\$58,930.93	-\$18,855.93	147.05%
Expenditure	\$27,274.00	\$0.00	\$33,466.77	-\$6,192.77	122.71%
		\$90.00	\$25,464.16		
FUND 09 ARPA LOCAL GOVT LOST REV					
Revenue	\$0.00	\$0.00	\$128,766.13	-\$128,766.13	0.00%
		\$0.00	\$128,766.13		
FUND 10 CLINIC OPERATIONS/MAINTENANCE					
Revenue	\$307,410.00	\$0.00	\$363,523.28	-\$56,113.28	118.25%
Expenditure	\$62,412.00	\$0.00	\$3,560.00	\$58,852.00	5.70%
		\$0.00	\$359,963.28		
FUND 61 WATER/SEWER OPERATIONS					
Revenue	\$261,650.00	\$20,236.69	\$224,343.27	\$37,306.73	85.74%
Expenditure	\$250,500.00	\$10,682.40	\$158,425.95	\$92,074.05	63.24%
		\$9,554.29	\$65,917.32		
FUND 62 HARBOR/PORT OPERATIONS					
Revenue	\$755,768.00	\$57,751.09	\$696,188.26	\$59,579.74	92.12%
Expenditure	\$517,100.00	\$69,043.48	\$690,078.57	-\$172,978.57	133.45%
		-\$11,292.39	\$6,109.69		
FUND 63 SOA DOCK					
Revenue	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 65 REFUSE COLLECTION					
Revenue	\$147,000.00	\$13,668.99	\$166,966.50	-\$19,966.50	113.58%
Expenditure	\$143,150.00	\$5,892.04	\$82,974.46	\$60,175.54	57.96%
		\$7,776.95	\$83,992.04		
Report Total		-\$295,433.19	-\$90,630.89		

CITY OF SAND POINT
***Expenditure Guideline-No Enc Sum©**

08/18/23 9:56 AM

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Current Period: JUNE 22-23

	22-23 YTD Budget	22-23 YTD Amt	JUNE MTD Amt	22-23 YTD Balance	% of YTD
GENERAL FUND					
LEGISLATIVE	\$100,100.00	\$78,182.23	\$3,423.12	\$21,917.77	78.10%
ADMINISTRATION	\$1,073,502.41	\$983,377.73	\$58,069.98	\$90,124.68	91.60%
PARKS AND RECREATION	\$13,000.00	\$27,484.51	\$2,965.58	-\$14,484.51	211.42%
PUBLIC SAFETY	\$870,714.00	\$787,085.45	\$51,949.76	\$83,628.55	90.40%
PUBLIC WORKS	\$452,500.00	\$543,798.57	\$50,815.58	-\$91,298.57	120.18%
FACILITIES	\$281,323.00	\$537,479.22	\$282,759.85	-\$256,156.22	191.05%
Total GENERAL FUND	<u>\$2,791,139.41</u>	<u>\$2,957,407.71</u>	<u>\$449,983.87</u>	<u>-\$166,268.30</u>	<u>105.96%</u>
BINGO FUND					
ADMINISTRATION	\$230,688.00	\$337,647.82	\$14,972.44	-\$106,959.82	146.37%
Total BINGO FUND	<u>\$230,688.00</u>	<u>\$337,647.82</u>	<u>\$14,972.44</u>	<u>-\$106,959.82</u>	<u>146.37%</u>
SILVER SALMON DERBY					
FIRE	\$27,274.00	\$33,466.77	\$0.00	-\$6,192.77	122.71%
Total SILVER SALMON DERBY	<u>\$27,274.00</u>	<u>\$33,466.77</u>	<u>\$0.00</u>	<u>-\$6,192.77</u>	<u>122.71%</u>
CLINIC OPERATIONS/MAINTENANCE					
ADMINISTRATION	\$62,412.00	\$3,560.00	\$0.00	\$58,852.00	5.70%
Total CLINIC OPERATIONS/MAINTENANCE	<u>\$62,412.00</u>	<u>\$3,560.00</u>	<u>\$0.00</u>	<u>\$58,852.00</u>	<u>5.70%</u>
ROCK CRUSHER ENTERPRISE FUND					
PUBLIC WORKS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total ROCK CRUSHER ENTERPRISE FUND	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
WATER/SEWER OPERATIONS					
WATER/SEWER	\$250,500.00	\$158,425.95	\$10,682.40	\$92,074.05	63.24%
Total WATER/SEWER OPERATIONS	<u>\$250,500.00</u>	<u>\$158,425.95</u>	<u>\$10,682.40</u>	<u>\$92,074.05</u>	<u>63.24%</u>
HARBOR/PORT OPERATIONS					
HARBOR	\$517,100.00	\$690,078.57	\$69,043.48	-\$172,978.57	133.45%
Total HARBOR/PORT OPERATIONS	<u>\$517,100.00</u>	<u>\$690,078.57</u>	<u>\$69,043.48</u>	<u>-\$172,978.57</u>	<u>133.45%</u>
SOA DOCK					
HARBOR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total SOA DOCK	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
REFUSE COLLECTION					
PUBLIC WORKS	\$143,150.00	\$82,974.46	\$5,892.04	\$60,175.54	57.96%
Total REFUSE COLLECTION	<u>\$143,150.00</u>	<u>\$82,974.46</u>	<u>\$5,892.04</u>	<u>\$60,175.54</u>	<u>57.96%</u>
Report Total	<u>\$4,022,263.41</u>	<u>\$4,263,561.28</u>	<u>\$550,574.23</u>	<u>-\$241,297.87</u>	<u>106.00%</u>

ADMINISTRATOR



City of Sand Point

TO: Mayor Smith
City Council Members

FROM: Debi Schmit
City Administrator

DATE: August 15, 2023

SUBJECT: Monthly Report for August 2023

Here is a summary of items since our last meeting:

- The Human Resources (HR) project keeps evolving as we design a process that will be easy to follow. We have meetings scheduled to review and update job descriptions and to continue to complete the forms needed for job announcements, onboarding, evaluations, and personal development plans for all city employees.
- We are reviewing the ordinances for billing and developing processes for fees, leases, etc.
- We are still waiting to hear if the bridge project will be funded. The state put off awarding until further notice. State staff are hoping the grants will be awarded this fall.
- Spoke and met with several Information Technology (IT) companies. We need to do a network evaluation to determine the best solution for the City's IT needs. This involves onsite visits and recommendation reports which will be complete in the first week of September. In addition, I am writing a small grant (due 8/31/23) for a risk assessment so that we keep progressing in this space as technology allows.
- I spent two weeks in the Anchorage office. While there, I met with Mark Hickey about our airport, dock, and road project needs and let him know that the council will be formalizing this year's CIP list in September or October.
- Mayor Smith and I met with the city's auditor, BDO. We expect to receive the final FY22 audit any day. We have issued an RFP for a new auditor and will keep you updated.

- There is a resolution on the agenda asking for your support for a potential airport rehabilitation project. The airport fencing project was put on hold with hopes of combining the two to save money.
- I continue to attend online grant meetings regarding the massive infrastructure bill funding. I look forward to an AML conference on grant opportunities in September. It is also a great time for networking with other administrators and grant writers from around the state.
- Other projects in the works include 1) rerouting the gutters on City Hall to avoid drainage problems at the church and residents in the area, 2) installing fencing at the cemetery, 3) installing the new generator at the water plant, 4) receiving and setting up the new incinerator, 5) cleaning up the metal debris outside the gate at the dump, 6) fixing the small boat harbor ramp, and 7) fixing the small boat harbor ramp.

POLICE CHIEF



SAND POINT POLICE DEPARTMENT

Post Office Box
Sand Point Alaska 99441



MEMORANDUM

To: Honorable Jim Smith, Mayor, City of Sand Point
Ms. Debi Schmit, City Administrator, City of Sand Point
Mr. Austin Roof, City Councilperson, City of Sand Point
Mr. Allan Starnes, City Councilperson, City of Sand Point
Ms. Amy Eubank, City Councilperson, City of Sand Point
Mr. Jack Foster Jr, City Councilperson, City of Sand Point
Ms. Marita Gundersen, City Councilperson, City of Sand Point
Ms. Arlene Gundersen, City Councilperson, City of Sand Point

From: Chief Jeff Thompson

Date: August 3, 2023

Ref: Police Department's Monthly Report for July 2023

Police Department

- Jeff Thompson, Chief of Police #101
- Captain Richard Lowery #102
- **Vacant** #103
- Officer Benjamin Allen #104

Administrative Assistant

- **Vacant**

Dispatchers

- Alfred 'Jesse' Pesterkoff, 911 Dispatcher

Police Activity

July 2023

13 persons were arrested for an assortment of Offenses

DUI
Disorderly conduct
Burglary
Criminal mischief
Assault
Warrant arrests
Stalking
Violation of Warrants

77 calls to 911

20 911 hang ups / miss dials
10 non-emergency calls
3 911 phone checks
4 welfare checks
11 Med. on Call
3 suspicious activities
8 trespasses
4 welfare checks
1 REDDI Report
5 disturbances
1 stolen property report
2 ambulances needed
2 911 call refusals
1 prank call
1 refusal of service
1 courtesy ride

Activity/Calls for service not on 911-line

1 DUI
4 disturbances
1 trespass
1 vandalism
1 assault
1 violation of conditions
1 warrant arrest
1 stalking
1 animal call

Officer Self-Initiated Activity

550 business checks
3 officer assists
2 fire training hours
7 suspicious persons/vehicles
1 animal complaint
4 welfare checks
4 investigation follow-up's
3 traffic stops
5 courtesy rides
1 earth quake/tsunami evacuation

Month of July 2023 Activity Summary

663 miles patrolled
2 civil paper served
13 persons arrested
1 DUI
1 earthquake/tsunami evacuation
550 Business checks
13 Arrest/Lodged in City Jail

EMS DIRECTOR



Sand Point EMS
sptems@arctic.net
(907) 383-2696



Logan Thompson
Director

P.O. Box 249
Sand Point, AK

James Smith
Mayor

EMS Report – July 2023

Ambulance Runs for July

- 2 911 related calls
- 2 Medevac assist

Other

- Ordered some needed supplies for the ambulance and EMS that should last for a while after my departure.
- Assembled information packet for new hire

Resignation

- Last day as EMS Director was August 15th. I appreciate the opportunity the City has given me with this position and will be happy to assist with any new hires or question in any way I could. I also plan on continuing to volunteer on the Squad when available.
- Departing Notes
 - Combine EMS/Fire into full time position with benefits to incentive possible employees.
 - Continue working with EATs to ensure adequate training is provided.
 - Continue supporting and working towards a robust EMS Service

Sincerely,

Logan Thompson

A handwritten signature in blue ink, appearing to read 'Logan Thompson'.

EMS Director
sptems@arctic.net

FIRE CHIEF

August 15, 2023

To: City of Sand Point Council & Mayor

Fr: Jason Bjornstad/Fire Chief Sand Point Volunteer Fire Dept.

Re: Fire Dept. Activity

Fire Hall – I've been working on getting the Fire Hall organized.

Fire Truck – I took the fire truck out for a drive. It's ready for fire calls.

Training – Stop by the fire hall on Sundays at 1:15 for any operational information.

Fire call out – There were no fire call outs.

Assist EMS – There was an assist call out for the EMS ambulance. They needed a driver.

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

Thanks.

Jason Bjornstad

Fire Chief

(907)386-6137



PUBLIC WORKS
DIRECTOR

City of Sand Point Public Works Department

Monthly Report July 2023

- Grade roads
- Fueled City Buildings
- Pumped oil from drums
- Emptied dumpsters by hand, truck is still down
- Changed broken hydraulic lines on Volvo loader
- Put boulders in front of road going to ramp at the harbor
- Hauled D1 rock from Western Marine for trident
- Work on driveway and pad for new house uptown and hauled rock for it
- Assist water and sewer with sewer line at Andronica Street
- Service Volvo loader
- Service Chevy pickup truck
- Change muffler on Volvo loader
- Change out roller on track of Bobcat excavator
- Moved Hitachi 200 to lot for driveway
- Sweep roads
- Work on Trash Truck
- Shut downtown water to Apartment hill for hook up
- Hauled rock for driveway and pad on new construction
- Change case for hydraulic ram on Bobcat excavator

Water/Sewer City Council Report

July 2023

Dylan Jacobsen

- Monthly reports/monthly sample completed
- Helped out doing dumpsters a few times
- Installed new sewer service to a resident on Andronika street.
- Repaired broken sewer force main at the footbridge in the harbor.
- Had to go back to the force main at the footbridge in the harbor and clear gravel from inside it using the jetter.
- Shut off apartment hill a few times while a new service was being installed.
- Had a power outage that shut down most of the upper loop which interrupted water service to residents on the pressurized side temporarily.
- Met with ANTHC project manager Jim Amundsen while he was in town.
- As part of the lift station project we received a spare pump for each of the new lift stations, thank you ANTHC.

HARBOR MASTER

Robert E.Galovin Small Boat Harbor Report
July 2023

- Assisted Gundersen Welding with putting zincs on the wall
- Maintenance on little lift
- Hauled and stored boats
- Changed a pedestal that burned up last year
- Working on derelict vessels

HEARINGS, ORDINANCES AND RESOLUTIONS

City of Sand Point



ORDINANCE 2023-04

AN ORDINANCE OF THE CITY OF SAND POINT, ALASKA, AMENDING TITLE 4, CHAPTER 8: ABSENTEE VOTING, TO INCLUDE ELECTRONIC VOTING.

WHEREAS, the City of Sand Point City Council is authorized under Alaska State Statute Section 29.26.010 to prescribe the rules for conduction municipal elections within the jurisdiction of the City of Sand Point; and

WHEREAS, under Alaska Statute Section 29.20.380(a)(7) the City of Sand Point Municipal Clerk is responsible to administer all municipal elections; and

WHEREAS, Title 4, Chapter 8 of the City of Sand Point Municipal Code allows absentee voting, it does not address electronically transmitted absentee ballots.

NOW, THEREFORE, BE IN ENACTED:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become part of the City Code.

Section 2. Severability. If any provisions of this ordinance or any application thereof to any person or circumstances is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effectiveness. This ordinance shall become effective upon adoption.

Section 4. Adoption of Section. Code section 4.80.075 is adopted and annexed hereto as part of this ordinance and Title 4 of the Code of Ordinances of the City of Sand Point.

**PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF
THE SAND POINT CITY COUNCIL THIS _____, 2023.**

ATTEST:

James Smith, Mayor

Jade Gundersen, City Clerk

Introduction and 1st Reading: July 12, 2023
Second Reading and Adoption: _____

4.80.075 Absentee voting by – Electronic Transmission.

- (a) The Clerk shall adopt procedures applicable to the delivery of absentee ballots by electronic transmission (e.g. fax and e-mail). The procedures shall:
- (1) Require the voter to comply with the same time deadlines as for voting in person on or before the closing hours of the polls.
 - (2) Ensure the accuracy and, to the greatest degree possible, the integrity and secrecy of the ballot process.
 - (3) Provide reasonable conditions for electronically transmitting and receiving absentee ballots.
 - (4) Include a provision requiring the transmission of a copy of the ballot to be used at the election (a photocopy of the computerized ballot card prepared for the election is deemed acceptable).
- (b) Absentee ballots that are completed and returned by a voter via electronic transmission shall be executed under oath as to the voter's identity: the statement under oath shall be witnessed by two United States citizens who are 18 years of age or older and contain the following statement:
- (1) "I understand that by using electronic transmission to return my marked ballot, I am voluntarily waiving a portion of my right to a secret ballot to the extent necessary to process my ballot, but expect that my vote will be held as confidential as possible." The voter's statement shall be followed by the voter's signature and date of signature.
- (c) Electronically transmitted absentee ballots shall be counted in the same manner as other absentee ballots received by the Clerk.

Project Information Sheet

Sand Point Airport Rehabilitation

Project Created By: Sarah Cripe on 06/12/2023
Project Last Modified By: Sarah Cripe on 06/12/2023

Nomination Status: Nomination Created

Anticipated Meeting Date: 10/23/2023

Total Federal Estimated Cost:

Region Score:

Final APEB Score:

The below Nomination Description and Justification reflects the Project Scope and Justification listed in Airport Data. If the nomination includes multiple airports, the Nomination Description and Justification may vary from Airport Project Scope and Description.

Nomination Description:

1.) Reconstruct runway 14/32 to address loss of elevation near the 14 end and resulting changes in sight line; 2.) Rehabilitate Apron/TWY B transition to remediate ponding issues; 3.) Improve RSA to remediate large holes that are forming; 4.) Repair failing embankment stabilization; 5.) Replace primary and supplemental lighted wind cones; 6.) Replace segmented circle; 7.) Replace runway lighting

Nomination Justification:

Runway and Apron/TWY B were last reconstructed in 2009 with an age of 13 years. Evidence supports that the runway near the 14 end has been losing elevation since an earthquake in 2019. The settling has resulted in a depression near the apron/TWY B that is causing some ponding as well. The 2019 PCI of 96.8 does not reflect the loss of elevation and resulting changes in sightline. The runway also has significant cracking with the largest crack extending the length of the runway and is approximately .5" wide. Runway Safety Area needs improvements and has also seen elevation changes and has been developing holes larger than 3" since the 2019 earthquake. FAA inspection of 5/23 recommendation notes depressions on the 14 end (RSA) to point where future loss of RSA distance could be approaching more rapidly and a depression toward the 32 end that has a bump which is felt during take-off roll. Ocean waves that are overtopping the runway during storms are washing away the fines of the runway safety area and further weakening the seawall. Replace lighting on runway. The lighting was installed approximately 28 years prior and the proximity to the saltwater spray has played it toll on the fixtures and couplers. In addition, most of the light pots have damage due to oxidation of dissimilar metals. The wind cones (primary and supplemental) are eligible for AIP funding, reference AIP Handbook K-2(d). As part of the larger runway reconstruction, it is warranted and eligible to replace the segmented circle per AIP Handbook Appendix Table K-2 (e). The segmented circle was noted as deficient during a recent CIMP inspection on 5/2 as well as during an FAA inspection. The FAA Letter of Correction from 5/23 notes that: 1. Both the primary and supplemental wind cone assemblies have inoperable obstruction lights that should be light 24/7. 2. The primary wind cone's internal light is inoperable and requires repair. 3. The segmented circle is faded, has damaged panels, and has rusted and/or broken support braces. The segmented circle should be repaired or replaced.

Airport Data : SAND POINT

M&O District:	Kodiak-Aleutian	Region:	Southcoast
Borough:	Aleutians East Borough	Last CIMP Inspection:	11/19/2019
Population:	897	EAS Service:	False
AASP Classification:	Community Off-Road	Runway Length:	5213
House District:	37	ALP Status:	05/11/2017
Senate District:	S	Environmental Status:	EA
School Status:	Open	Design Phase:	New
Ferry Frequency:	Seasonal - 2-3x per Month	Airport Property	Current
Passenger Enplanements:	4,385 (2019)	Land Lease:	

City of Sand Point



RESOLUTION 23-08

A RESOLUTION OF THE CITY OF SAND POINT, ALASKA SUPPORTING THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES (DOT&PF) SAND POINT AIRPORT REHABILITATION PROJECT.

WHEREAS, The City of Sand Point is a federally recognized first class city authorized by its Ordinances to have the Mayor and Council represent and act in all matters that concern the general welfare of the community members of the City; and

WHEREAS, the Sand Point airport needs reconstruction to runway 14/32 to address loss of elevation near the 14 end resulting in line-of-sight issues; and

WHEREAS, to rehabilitate the Apron and Taxiway B transition to remediate ponding issues; and

WHEREAS, to improve Runway Safety Area to remediate large holes that are forming and pose an airplane safety hazard; and

WHEREAS, to repair failing embankment stabilization; and

WHEREAS, to replace primary and supplemental lighted wind cones; and

WHEREAS, to replace rusting and failing segmented circle which is a visual indicator that provides traffic pattern information to pilots; and

WHEREAS, to replace runway lighting due to age and corrosion; and

WHEREAS, the City of Sand Point Council wishes to support this airport rehabilitation project, which is crucial to ensure the continued safety of those traveling to Sand Point.

NOW THEREFORE, BE IT RESOLVED THAT: the City of Sand Point, by this resolution, fully supports the Alaska DOT&PF Sand Point Airport Rehabilitation project and requests that the Airport Project Evaluation Board (APEB) approve this work.

PASSED AND APPROVED BY A DULY CONSITUTED QUORUM OF THE CITY COUNCIL FOR THE CITY OF SAND POINT ON THIS 22nd DAY OF AUGUST, 2023.

CITY OF SAND POINT

James Smith, Mayor

ATTEST:

Jade Gundersen, City Clerk

OLD BUSINESS

NEW BUSINESS

CITY OF SAND POINT COMMERCIAL LEASE AGREEMENT

This lease agreement ("Lease") is made this **22nd day of August, 2023**, by and between the **CITY OF SAND POINT**, hereinafter called "City" or "Lessor" and **Sand Point Marine LLC**, hereinafter called "Lessee."

The parties agree as follows:

1. **PREMISES:** City, for and in consideration of the rents, covenants and conditions hereinafter specified to be paid, performed and observed by Lessee, does hereby let, lease and demise to Lessee the following described property with rights of reasonable ingress and egress:

Located in the City of Sand Point, Third Judicial District, State of Alaska, and consisting of **4,480 square feet**, referred to herein as "the Premises" and more particularly described as the highlighted area marked on Attachment B hereto.

The Premises are taken by Lessee "AS IS, WHERE IS," except as otherwise specifically stated herein. The described Premises are leased, subject to deed restrictions, easements, rights-of-way, if any, zoning and building restrictions and government regulations now in effect or hereafter adopted by any governmental authority.

2. **LEASE TERM:** (a) **Term.** The term of this Lease shall be from August 22, 2023, through and including December 31, 2023, unless terminated earlier in accordance with the terms of this Lease.

(b) **Renewal Option.** This lease may be renewed for additional 1-year periods if both parties agree to the terms negotiated at that time.

(c) **Holding Over.** In the event that the Lessee holds over at or after the initial lease term, or any extended term of this Lease under option, the tenancy shall be deemed a month-to-month tenancy commencing on the first day of the holding over period. All covenants required to be observed by Lessee continue into any holdover period.

3. **RENT, LATE FEES AND SECURITY DEPOSIT:** (a) **Rent.** Lessee agrees to pay monthly rent of **448.00** that shall not be less than **\$.10** per square foot per month. If, for any reason other than the default of Lessee, this Lease begins or ends on a day other than the first or the last day of a calendar month, rent shall be prorated for that month. The monthly rental fee is to be paid in advance, without notice and demand, and shall be due on the first day of each month. First month's rent is due upon execution of this Lease, receipt of which is acknowledged by Lessor. Rent shall be made payable to the City of Sand Point and delivered to the City Clerk's office, P. O. Box 249, Sand Point, Alaska 99661, or to any other address that the City may designate in writing.

On January 1st of each year, the City may adjust the monthly rental fee charged to coincide with the CPI-Anchorage rate of inflation but in no case will said rate of inflation be a basis for requiring the City to reduce rent. Where possible, Lessor will provide Lessee with at least ten (10) days' advance notice of any increased rent assessment.

(b) **Late Fee.** Should Lessee fail to make a rent payment within ten (10) days after that rent payment is due, Lessee shall be liable for a late charge of \$25.00 as partial compensation to the City for its administrative costs resulting from the late payment of rent. This late charge shall be due and collected as additional rent on the 10th day following the due date of the rent payment.

(c) Security Deposit. At the execution of this Lease, Lessee shall make a security deposit in the amount equal to one full month's rent due during the initial lease term. This security deposit shall be applied to the cost of repairs needed upon termination to restore the Premises to its condition at the execution of this Lease, ordinary wear and tear excepted. The balance, if any, shall be paid to Lessee after completion of such repairs.

4. COMPLIANCE WITH LAWS: Lessee shall comply with all applicable laws, ordinances and regulations of duly constituted public authorities now or hereafter enacted in any manner affecting the Premises for the sidewalks, alleys, streets, and ways adjacent thereto or any buildings, structures, fixtures and improvements or the use thereof, whether or not any such laws, ordinances or regulations which may be hereafter enacted involve a change of policy on the part of the governmental body enacting the same. Lessee agrees to indemnify and hold the City financially harmless (a) from the consequences of any violation of such laws, ordinances and/or regulations, and (b) from all claims for damages on account of injuries, death or property damage resulting from such violation.

5. USE AND CARE OF PREMISES: Use of the Premises is restricted to [INITIAL NEXT TO STATEMENT THAT APPLIES]:

_____ Office space for the following described line
For Lessor of business: _____

For Lessee

_____ Retail store for the following described line
For Lessor of business: _____

For Lessee

_____ Restaurant or café, more particularly
For Lessor described as follows: _____

For Lessee

_____ Other: Operation of commercial
For Lessor and/or marine related purposes and no other without
_____ a written modification of this Agreement.

For Lessee

Lessee agrees that Lessee has inspected the property and finds the property suitable for Lessee's purposes and accepts the property in its condition as of the execution date of this Lease.

Lessee shall not use or permit others to use the Premises or any part thereof as a residence or sleeping quarters. Lessee further agrees that Lessee will not permit any unlawful occupation, business or trade to be conducted on said Premises or any use to be made thereof contrary to any law, ordinance or regulation. Lessee shall maintain the Premises and any improvements constructed or located thereon in good condition and repair during the term of this Lease. Lessee further agrees that Lessee will neither cause, nor maintain, nor permit any public or private nuisance to exist on the Premises, nor fail to maintain the Premises in an orderly, neat, and clean condition, free of the hazard and nuisance.

Notwithstanding any other provision of this Lease, Lessee shall not commit or permit any act that disturbs the quiet enjoyment of any other user of neighboring properties. Lessee shall not use areas of ingress and egress to the Premises for sustained periods in any way that would prevent others from having unimpeded ingress and egress to neighboring properties or premises via public rights-of-ways and easements or other public access areas.

6. **HAZARDOUS MATERIALS:** Any fuel or oil stored on the Premises shall be stored so as to prevent the discharge of such hazardous substance from entering any ground or surface waters or adjacent waters. Lessee shall promptly clean or mop up any fuel or oil spilled on or about the Premises, including adjacent rights-of-ways and easements. If Lessee's use of the Premises results in hazardous materials being on or about the Premises, Lessee shall have materials and equipment available at all times sufficient to contain and clean up any such substances.

Lessee shall strictly comply with all applicable laws, ordinances or regulations respecting the handling, containment and cleanup of discharges or releases of Hazardous Materials. In the event of a discharge or release of a hazardous material resulting from or related in any way to Lessee's activities in, on, or about the Premises, Lessee shall (a) promptly and completely clean up the discharge or release, in strict compliance with applicable laws, ordinances or regulations, and (b) defend, indemnify and save Lessor harmless from all consequences thereof, including but not limited to third-party claims for damages, the costs of local, state or federal remedial or compliance actions, whether informal or formal, all clean up and remediation costs needed to restore the site to its previous condition, and full reasonable, actual attorney's fees.

If, during the term of this Lease, any Hazardous Materials are released or discharged on or from the Premises to, on, or about the Premises or other properties, including but not limited to the surface or subsurface waters adjacent to the Premises, Lessee shall indemnify, defend, and hold the Lessor harmless from any and all claims, judgments, damages, penalties, fines, costs, liabilities, or losses, including, but not limited to costs incurred in connection with any investigation of site conditions or any cleanup, remediation, removal or restorative work required by any federal or state agency due to the presence of Hazardous Materials in the soil or groundwater or surface waters on or under the Premises or adjacent to the Premises, whether such losses arise during or after the term of this Lease, but only to the extent that such release or discharge is not caused by the sole fault of the Lessor or its agents, representatives, contractors or employees.

As used in this Lease, the term "Hazardous Materials" includes, but is not limited to, oil or petroleum fractions; asbestos; polychlorinated biphenyls (PCBs); any substance defined or listed by the State of Alaska or the Environmental Protection Agency as a hazardous substance under Title 46 of the Alaska Statutes or associated regulations or CERCLA, 42 U.S.C. § 6901 *et seq.*, or associated regulations; and any substance listed by the U.S. Department of Transportation or Environmental Protection Agency under 33 U.S.C. § 1317, 49 C.F.R § 172.101 or 40 C.F.R. § 302.

7. **UTILITIES AND SERVICES:** Lessee or Lessor shall pay, as indicated below, the charges for the following utilities supplied to all or any part of the Premises and shall perform or pay for additional maintenance that may be required to maintain the Premises in a safe and tenantable condition as indicated by circling the party's name adjacent to each item:

Electricity:	City	Lessee
Fuel:	City	Lessee
Water/Sewer:	City	Lessee
Solid Waste:	City	Lessee
Snow and Ice Removal:	City	Lessee
Other: _____	City	Lessee

Lessee shall be responsible for provision of any other utilities or services not otherwise specified immediately above as the responsibility of the City where such utilities and/or services are reasonably necessary to maintain the Premises and any improvements thereto and to keep same in a safe and tenantable condition. Failure to timely pay for utilities and services provided to the Premises is cause for

termination of the Lease at the option of the City. In no event shall the City be liable for any loss or damage caused by any variation, interruption or failure of utility services. No temporary interruption or failure of such services incident to the making of repairs, alterations, or improvements, or due to accident, conditions, or events beyond the City's reasonable control shall be deemed an eviction of Lessee or relieve Lessee of any of Lessee's obligations hereunder.

8. TAXES AND ASSESSMENTS: Lessee agrees to pay all taxes and assessments, ordinary and extraordinary, general and specific, which may be levied or assessed on the Premises. Lessee further agrees to pay all City sales taxes when due and to maintain a current City of Sand Point business license during each year of this Lease or any term extension of this Lease. Should Lessee fail to timely obtain a City business license as required by City ordinances or fail to file sales tax reports or to collect, remit and/or pay sales taxes due as required by City ordinances, it shall be considered a material breach of this Lease and a basis for default.

9. IMPROVEMENTS: Lessee may make such alterations, additions, or improvements as Lessee deems necessary for the use(s) identified above upon prior approval of Lessor evidenced in writing. Lessee shall provide Lessor any plans for any such improvements. All fixtures or improvements constructed or installed shall be at the sole cost of the Lessee unless otherwise agreed in writing. The approval by Lessor of any improvement or plans refers only to the conformity of such plans for the Premises. Such plans are not approved for architectural or engineering design and Lessor assumes no liability or responsibility therefore, or for any defect in any structure, fixture or improvement constructed from such plans.

Upon termination of this Lease and any renewal or extension thereof, Lessee shall remove all fixtures and movable personal items, provided that any damage caused to the Premises by reason of such removal shall be paid by Lessee. Any trade fixtures and other movable personal items not so removed by Lessee shall become the property of the City. All permanent improvements shall become the property of the City.

Lessor may, in its sole discretion, remove and store and sell or dispose of any or all property not timely removed from the Premises. Storage shall be for the account and at the expense of Lessee. If after a period of thirty-days (30) or more Lessee has not paid all sums due and owing to Lessor under this Lease, Lessor may sell any or all of such property of value at a public or private sale. Lessor shall mail written notice of such sale to Lessee at least ten (10) days prior to sale. The notice shall state the date, time and place of the sale. Lessor may set the time, place and manner of the sale. The proceeds of any such sale shall be applied first to the costs of sale (including actual, reasonable attorney's fees), then to storage charges and then to delinquent sums due or to become due Lessor under this Lease and any remaining balance shall be mailed to Lessee.

10. LIENS: Lessee shall not permit any mechanics, laborers, or material man's liens to stand against the Premises for any labor or materials furnished to Lessee or claimed to have been furnished to Lessee or to Lessee's agents, contractors, or subleases, in connection with work of any character performed or claimed to have been performed on said Premises or improvements by or at the direction or sufferance of Lessee, provided however, Lessee shall have the right to contest the validity or amount of any such lien or claimed lien. In the event of such contest, Lessee shall give to City reasonable security as may be demanded by City to ensure payment thereof and prevent any sale, foreclosure or forfeiture of the Premises or improvements by reason of such non-payment. Lessee will immediately pay a judgment rendered with all proper costs and charges and shall have such liens released or judgment satisfied at Lessee's own expense. Lessee shall post upon the property, during the construction of any improvements, a notice that the City shall not be responsible for the payment of any mechanic's, material man's or laborer's liens.

11. INDEMNIFICATION AND INSURANCE: Lessee agrees to protect, defend, indemnify and save harmless the City from and against any and all claims, demands and causes of action of any nature whatsoever, and any expenses incident to defense of and by City therefrom for any injury to or death of persons or loss of or damage to property occurring on the Premises, or in any manner arising out of Lessee's use and occupation of said Premises, or the condition thereof, during the term of this Lease.

Lessee shall procure and maintain broad form comprehensive public liability and property insurance coverage naming the City as an additional insured, which coverage shall pertain to the Premises and Lessee's activities thereon, and which shall not be less than \$300,000 per person, \$500,000 in the aggregate per accident. Lessee agrees to furnish the certificate(s) of insurance evidencing insurance coverage of the Premises to the City at or before the time this Lease is signed. The certificates of insurance shall contain an endorsement providing for not less than thirty-days (30) notice to the City of intent to cancel or decrease the insurance.

12. EMINENT DOMAIN: If the entire Premises shall be taken by any public or governmental authority under the power of eminent domain, the term of this Lease shall cease as of the date possession is taken by such authority and the rents shall be paid up to that date. If only a part of the Premises shall be taken and the remainder remains tenantable for the purposes for which Lessee has been using the Premises, then this Lease shall continue in effect, except that the rent shall be reduced in proportion to the Premises that remain tenantable. All damages awarded for such taking may be retained by City except City shall not be entitled to any portion of the award made to Lessee for cost or removal of stock, fixtures and leasehold improvements. The term "eminent domain" as used herein shall include the exercise of any similar governmental power and any purchase or other acquisition in lieu thereof.

13. NOTICES: Any and all notices required or permitted under this Lease, shall be in writing to each party at its following address or fax number (or to such other address or fax number as that party may have most recently given notice of in writing to the other party) and shall be delivered via first-class mail, postage prepaid, via facsimile, or in person, and shall be directed as follows:

LESSOR: City of Sand Point
P.O. Box 249
Sand Point, AK 99661
(907) 383-2698 (fax)

LESSEE: Sand Point Marine LLC
P.O. Box 164
Sand Point, AK 99661

Notices shall be effective at the earlier of receipt or within three (3) days of being placed in the U.S. Mails, postage prepaid.

14. DEFAULT: If Lessee at any time during the term of this Lease or any extension hereof shall (a) fail to make payment of any installment of rent or of any other sum herein specified to be paid by Lessee, or (b) fail to observe or perform any of Lessee's other covenants, agreements or obligations hereunder, and if any such default shall not be cured as to (a) within fifteen (15) days after mailing of written notice of such failure to make payments, or as to (b) if within twenty (20) days after Lessor shall have delivered to Lessee written notice specifying such default or defaults, Lessee shall not have commenced to cure such default and proceed diligently to cure the same, then in any such event Lessor shall have the right at its election, then or at any time thereafter, and while such default(s) or events shall continue, to give Lessee notice of termination of this Lease. In such a case, on a date specified in such notice, which date shall not be less than fifteen (15) days after the date of mailing of such notice ("termination date"), the

term of this Lease shall come to an end. Lessee hereby covenants peaceably and quietly to yield up and surrender to Lessor, not later than the termination date, said Premises and all structures, buildings, improvements and equipment located thereon not the property of the Lessee, and to execute and deliver to Lessor such instrument or instruments as shall be required by Lessor as will properly evidence termination of Lessee's rights hereunder or its interest therein.

In the event of termination of this Lease, Lessor shall have the right to repossess the Premises and such structures, buildings, improvements and equipment, without process of law or any form of suit or proceedings, subject to Lessee's removal rights under this Lease. Lessor shall further have the right to sue for and recover all rents, accrued and unaccrued, and other sums owing including but not limited to interest, and damages arising out of any breach on the part of Lessee. Further, Lessor shall also have the right, without resuming possession of the Premises or terminating this Lease, to sue for and recover all rents and other sums, including damages, at any time and from time to time accruing hereunder.

Lessor shall not be in default of any of its obligations hereunder unless and until it shall have unreasonably failed to perform said obligation within thirty-days (30), or such additional time as may be reasonably required, after receipt of written notice from Lessee specifying the claimed default.

15. COSTS UPON DEFAULT: If either party is in default in the performance of any of its obligations under this Lease and an action may be brought for the enforcement thereof, the defaulting party shall pay to the other all the expenses incurred therefore, including reasonable, actual attorney's fees and all costs. Any sums due from Lessee under this Lease shall accrue interest at ten percent (10%) per annum from the date due until paid in full.

16. RIGHTS AND REMEDIES: No right or remedy herein conferred upon or reserved to the City is intended to be exclusive of any other right or remedy, and each and every right and remedy shall be cumulative and in addition to any other right or remedy given thereunder, or now or hereafter existing at law or in equity or by statute.

17. WAIVER AND FORBEARANCE: No waiver by the City of any breach by Lessee of any of its obligations or agreements or covenants herein under shall be deemed to be a waiver of any subsequent breach of the same or any other covenants, agreement or obligation, nor shall any forbearance by the City to seek remedy for any breach by Lessee be deemed a waiver by the City of its rights and remedies with respect to such breach.

18. INSPECTION AND ACCESS: Lessor shall have reasonable access to the Premises for purposes of inspection regarding the faithful performance of the covenants and conditions of this Lease and for the performance of other lawful requirements. Lessee shall provide Lessor with a complete set of keys to the Premises (where the Premises or any improvement includes and interior space) for use in an emergency. Lessee shall also provide Lessor with the name and home phone number of the appropriate owner or manager, if other than the person identified in paragraph 14, above, for use and notification of in an emergency.

19. SUCCESSORS IN INTEREST: This Lease shall be binding upon and shall inure to the benefit of the respective heirs, successors and assigns of the parties hereto.

20. ASSIGNMENT OR SUBLETTING: Lessee shall not assign, sublet or grant a security interest in the Premises, or any part thereof, without the prior written consent of the City (which shall not be unreasonable withheld) to such subletting or assignment or grant of security interest. Lessee's request to assign or sublease must be in writing and must show the name, address, and telephone number of the proposed assignee or sublessee. The City may request additional information about any proposed assignee or sublessee. If Lessee is a corporation or limited liability company, any transfer of the Lease by way of a

change in effective control or change in ownership of 30% or more of the stock or interest in the entity is an assignment for purposes of this Lease. Lessee shall not be released from their obligations without a written release by City.

21. SEVERABILITY. Any provision of this Lease which shall prove to be invalid, void or illegal, shall in no way affect, impair or invalidate any other provision hereof and the remaining provisions hereof shall nevertheless remain in full force and effect.

22. TIME OF THE ESSENCE. Time is of the essence as to each term and provision of this Lease to be performed by Lessee.

23. RELATIONSHIP OF PARTIES. This Lease is intended to create the relationship of landlord and tenant between Lessor and Lessee and no other relationship.

24. GOVERNING LAW. This Lease shall be construed and governed by the laws of the State of Alaska. All suits related to this Lease shall be brought only in state court in the Third Judicial District, State of Alaska.

25. INTEGRATION AND MODIFICATION: This document contains the entire agreement of the parties hereto. All negotiations, statements, or representations, warranties, and assurances, whether oral or written, which are in any way related to the subject matter of this lease and the performance of either party hereto are merged and integrated into the terms of this document. This Lease may not be modified or amended except in writing signed by all of the parties. Any purported amendment, understanding or modification is without effect until reduced to writing signed by each party hereto.

IN WITNESS WHEREOF, the parties have hereunto executed this Lease Agreement.

Dated: _____

CITY OF SAND POINT, ALASKA
BY: James Smith
ITS: Mayor

Dated: _____

BY: Christie Jurkovich
ITS: Managing Partner

STATE OF ALASKA)
) ss
THIRD JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by James Smith., Mayor, for the City of Sand Point, Alaska, a municipal corporation, on behalf of the municipal corporation.

NOTARY PUBLIC FOR ALASKA
My Commission Expires: _____

STATE OF ALASKA)
) ss.
THIRD JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by _____.

NOTARY PUBLIC FOR ALASKA
My Commission Expires: _____

Building Permit Application

Owner/Applicant: Sand Point Marine LLC

Address: P.O. Box 164, Sand Point, AK 99661

Are you the owner? _____
(If answer is no, you must attach a title/quick deed with application.)

Legal Description:
Tract _____ Block _____ Lot _____ SUB. _____

ZONING DISTRICT: { } R-8 { } R-10 { } R-20 { } MH-5 { } A-U
{ } C-3 { } C-4 { } H-I { } L-I { } O-P

PERMIT FOR USE { } Conditional Use { } Home Occupancy
{ } Temporary Use Other _____

RESIDENTIAL: { } Single Family
{ } Mobile Home
{ } Multi Family Light Industrial

COMMERCIAL: General Commercial
{ } Neighborhood Commercial
~~input checked="" type="checkbox"/>~~ Heavy Industrial

Main Dwelling will be as follows: Number of Units: 1

Height: 20' Description of Use: Vessel Repair Shop

Setbacks: Front yard setback _____ ft. Type of Construction: { } Wood frame
Side yard setback _____ ft. { } Masonry
Backyard setback _____ ft. Other: Steel

PROVISION FOR WATER AND SEWER: { } Attach to existing City System

****ATTACH SITE PLAN SHOWING EXISTING AND PROPOSED BUILDING, LOT SIZE, LOT COVERAGE, SETBACKS AND ALL OTHER REQUIREMENTS TO COMPLY WITH THE ZONING AND SUBDIVISION CODES.****

Applicants Signature: Christie Jurkovich Date: 7/31/23

THIS REQUEST IS IN ACCORDANCE WITH SECTION 13.07.020 OF THE MUNICIPAL CODE. SUBJECT TO THE BUILDING PERMIT ORDINANCE, CHAPTER 7 OF THE SAND POINT MUNICIPAL CODE

This Building Permit is: { } Approved { } Denied

By: _____ Date: _____

Title: _____ Expiration: _____

Rayette McGlashan, Chairperson
Sand Point Silver Salmon Derby
C/O City of Sand Point
PO Box 249
Sand Point, AK 99661

August 14, 2023

Mayor James Smith
City of Sand Point
PO Box 249
Sand Point, AK 99661



RE: Donation Request

Dear Honorable Mayor and Council Members:

Our 17th Annual Sand Point Silver Salmon is just around the corner! Sand Point Silver Salmon Derby continues to be one of the biggest fundraising events of the year for our community, which will take place in the Sand Point Boat Harbor over Labor Day weekend, September 1-4, 2023.

The residents of Sand Point not only benefit from the derby activities but also from the programs it raises funding for, including Culture Camp which serves children and adults of the Aleutians East Borough, Volunteer Sand Point Emergency Medical Services, Sand Point-Boys and Girls Club, and Sand Point Teen Center.

We are asking that you would please consider donating \$750 as you did last year. The support from businesses like yours has been key to the success of our widely anticipated event! Please visit our Facebook page-Sand Point Silver Salmon Derby to see our photos and highlights.

Thank you for your thoughtful consideration of this request. If you have any questions, please contact me at (907) 306-9001.

Sincerely,

Rayette McGlashan
Chairperson

Enclosure

2023 Sand Point Silver Salmon Derby Estimated Budget

Start-Up Expenses	
Food/Supplies	\$ 5,151.33
Fish Ticket & Raffle Prizes	\$ 4,500.00
Sweatshirts/Shirts-Art	\$ 11,435.93
Banner/Art/Digital Work	\$ 550.00
Total	\$ 21,637.26

Notes

Costco
Amazon/Walmart
Custom Ink/Black Rhino
Black Rhino Marketing

Derby Commitments

Cash Prizes-Adults	
1st Place	\$ 1,000.00
2nd Place	\$ 750.00
3rd Place	\$ 500.00
Cash Prizes-Youth	
1st Place	\$ 500.00
2nd Place	\$ 300.00
3rd Place	\$ 100.00
\$20 Raffle Prizes	
1st Place	\$ 2,000.00
2nd Place	\$ 1,000.00
3rd Place	\$ 500.00
Total	\$ 6,650.00

PUBLIC COMMENTS

COUNCIL COMMENTS

ADJOURNMENT

FYI



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Environmental Conservation

Division of Water
Facilities Programs

555 Cordova Street
Anchorage, Alaska 99501
Main: 907.269.7502
Fax: 907.269.7509
www.dec.alaska.gov

August 3, 2023

Dear Community Leader,

Your Fall 2023 Operations and Maintenance Best Practices (Best Practices) score is enclosed. Your score is based on documentation provided in June 2023. Please take a few moments to review your score for accuracy. If you find errors, please contact me immediately.

While considering your score, here are important points to keep in mind:

- ***The most effective way to increase your community's chance of receiving project funding is by improving your Best Practices score.*** Best Practices scores account for 40% of the points possible for state Capital Improvement Project (CIP) construction project scoring, and 15% of the points possible for CIP planning project scoring. Additionally, Best Practices scores are used to determine eligibility and project ranking for Micro Loans offered through the State Revolving Fund Program.
- ***Served communities, where most homes have running water and sewer services, must have a Best Practices score of 60 to be eligible for CIP construction project funding.*** Communities must have an approved Preliminary Engineering Report (PER) that has been reviewed and approved by the Multi-Agency Review Committee. There is no Best Practices score requirement to apply for planning project funding or for construction projects that provide decentralized service to homes such as individual wells and on-site wastewater systems.
- ***Best Practices scores are updated twice each year in spring and fall.*** Spring scores are used for capital project scoring and eligibility. Fall scores provide an update to communities and let them know where improvement efforts should be focused.
- ***Remote Maintenance Workers (RMWs) are assigned to help with Preventative Maintenance scores.*** If your community does not have a Preventative Maintenance Plan, contact your assigned RMW for assistance.
- ***Rural Utility Business Advisors (RUBAs) are assigned to assist with Managerial and Financial scores.*** You must provide the required documentation to your assigned RUBA to receive points.
- ***You can find out which RMW and RUBA specialists are assigned to your community online at <http://dec.alaska.gov/water/pdf/AlaskaSanitationContactList>***

Should you have any questions, please contact me at (907) 269-7613 or tammy.helms@alaska.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tammy Helms".

Tammy Helms - Technical Assistance Programs Manager

Find more Best Practices information online at: http://dec.alaska.gov/water/Op_Assist/BestPractices.html.

Category		O&M Scoring Criteria	Possible	Score		
Technical	Operator Certification	Utility has more than one operator certified to the level of the water system	10	7		
		Primary operator is certified to the level of the water system and the backup operator holds some level of certification in water treatment or distribution	7			
		Primary operator is certified to the level of the water system and the backup operator holds no certification or there is no backup operator	5			
		Utility has one or more operators certified at some level in water treatment or distribution	3			
		Utility has no certified operators	0			
	Preventive Maintenance Plan	Utility has a written PM plan; PM is performed on schedule; records of completion are submitted on a quarterly basis and have been verified	25	25		
		Utility has a written PM plan; performance of PM and record keeping are not consistent	15			
		Utility has no PM plan or performs no PM	0			
	Compliance	Utility had no Monitoring and Reporting violations during the past year	10	5		
		Utility had up to five Monitoring and Reporting violation during the past year	5			
Utility had more than five Monitoring and Reporting violation during the last year		0				
Managerial	Utility Management Training	A person who holds a position of responsibility for management of the utility has completed a DCRA approved Utility Management course or other utility management training course within the last five years	5	0		
	Meetings of the Governing Body	The utility owner's governing body meets routinely consistent with the local ordinance/bylaw requirements and receives a current report from the operator	5	5		
		The utility owner's governing body meets routinely consistent with the local ordinance/bylaw requirements	2			
		The utility owner's governing body does not meet	0			
Financial	Budget	Utility owner and the Utility have each adopted a realistic budget and budget amendments are adopted as needed; Accurate monthly budget reports are prepared and submitted to the governing body	15	0		
		Either the Utility or the Utility owner has adopted and implemented a budget, the other has not	13			
		Either the Utility or the Utility owner has adopted a budget, but it is not being implemented	10			
		Utility owner and the Utility have not adopted a budget	0			
	Revenue	Utility is collecting revenue sufficient to cover the Utility's operating expenses and to contribute to a repair and replacement account	20	15		
		Utility is collecting revenue sufficient to cover expenses	15			
		Utility has a fee schedule and a collection policy that is followed	5			
		Utility has no fee structure or collection policy	0			
	Worker's Compensation Insurance	Utility has had a worker's compensation policy for all employees for the past two years and has a current policy in place	5	5		
		Utility has a current worker's compensation policy in place for all employees	2			
		Utility has no worker's compensation policy	0			
	Payroll Liability Compliance	Utility has no past due tax liabilities and is current with all tax obligations	5	5		
		Utility owes back taxes, but has a signed payment agreement, is current on that agreement, and is up-to-date with all other tax obligations	2			
Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed		0				
CIP O&M Score		7			TOTAL SCORE	67

Practices Score

End Point

all 2023

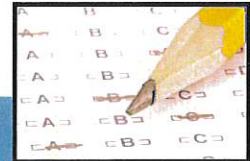
Explanation of Score	How to Improve Score	Contact
<p>System Classification: Water Treatment 2 Primary Operator: <i>Dennis McGlashan</i> Certification Level: <i>WT 2</i> Backup Operator: <i>Dylan Jacobsen</i> Certification Level: <i>WT 1</i></p> <p>Dennis McGlashan holds the correct level of certification. Dylan Jacobsen holds certification but not at the correct level.</p>	<p>Dennis McGlashan has the required CEUs to renew now. Dylan Jacobsen has the required CEUs to renew in 2024, and has passed the WT 2 exam and needs to apply for certification. Please see the enclosed flyer with more information about certification.</p>	<p>ADEC Operator Certification Program 465-1139</p>
<p>The operator is performing important maintenance on a regular basis and keeping records. Each month, the operator is submitting maintenance records to the assigned RMW.</p>	<p>Full points have been awarded in this category. Continue to perform maintenance according to the PM plan and send monthly records to the assigned RMW.</p>	<p>Matthew Russell ADEC RMW 269-3067</p>
<p>The utility had 4 Drinking Water Monitoring and Reporting violations in 2022.</p>	<p>The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner.</p>	<p>Heather Murray ADEC Drinking Water Program 269-7619</p>
<p>No one associated with the utility has attended a RUBA training in the past five years.</p>	<p>RUBA provides free training several times per year. Contact your RUBA specialist for more information.</p>	
<p>Minutes were provided for the following months during this reporting period: December 2022, January, February, March, April, and May 2023. The water operator report was consistently included in the meeting minutes.</p>	<p>To maintain full points, the governing body must continue to meet according to local ordinance/bylaw and provide RUBA with meeting minutes.</p>	
<p>The overall budget submitted to RUBA was not balanced.</p>	<p>The utility owner needs to adopt a balanced and realistic budget. Contact your assigned LGS for advice and assistance.</p>	<p>Patricia Sullivan DCRA RUBA Program 269-4549</p>
<p>Financial reports show utility revenue is sufficient to cover expenses, but the utility does not contribute to a repair and replacement account.</p>	<p>To receive additional points, the utility must establish a utility repair and replacement account and make regular contributions to be prepared for future needs.</p>	
<p>Continuous coverage for the utility owner was confirmed by a Department of Labor and Workforce Development database query on 06/30/23.</p>	<p>Full points have been awarded. The utility owner must maintain an active workers' compensation policy to continue receiving these points.</p>	
<p>Utility owner has no past due tax liabilities and is current with all tax obligations.</p>	<p>Full points have been awarded. Continue to submit timely reports and payments to maintain these points.</p>	

Maintaining and Improving your Operator Certification Best Practices Score



Step 1: Operators Prepare for Exams

Operators can take both classroom and correspondence courses. Links to suggested study materials are available on our website.



Step 2: Register for and Take Exams

Operators must submit a registration form along with an exam fee. We will arrange for a proctor to administer the exam in your community.



Step 3: Apply for Certification

After passing the exam, operators must submit applications documenting their experience.



Step 4: Keep Certifications Current

Operators must earn continuing education units and pay a renewal fee every three years to renew their certificates.

For more information about these steps, please visit our website at:
alaska.gov/water/operator-certification/best-practices