

# City of Sand Point Council Meeting



**Workshop: Tuesday, December 12, 2017 – 2:00 p.m.**

**Meeting: Tuesday, December 12, 2017 – 7:00 p.m.**

# CALL TO ORDER

# ROLL CALL

# CITY OF SAND POINT

(packet will be available on website December 6, 2017 [www.sandpointak.com](http://www.sandpointak.com))



## MAYOR

Mayor Glen Gardner Jr. - Office Exp. 2020

## COUNCIL MEMBERS

Danny Cumberlidge	Seat A - Exp. 2019
Allan Starnes	Seat B - Exp. 2020
Shirley Brown	Seat C - Exp. 2019
Jack Foster Jr.	Seat D - Exp. 2020
Marita Gundersen	Seat E - Exp. 2018
Emil Mobeck	Seat F - Exp. 2018

## SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

**Regular Meeting**

**Tuesday, December 12, 2017 7:00 pm**

**CALL TO ORDER  
ROLL CALL  
APPROVAL OF AGENDA**

### CONSENT AGENDA:

1. Minutes: Minutes of Regular Meeting on October 10, 2017

### REPORTS:

1. Finance Officer
2. Administrator
3. DPS Director
4. Fire Chief
5. Public Works Director
6. Harbor Master
7. Student Representative

### HEARINGS, ORDINANCES AND RESOLUTIONS:

1. 2017-06: Budget Amendment – 1<sup>st</sup> Reading
2. 2017-07: Permanent Fund Reserve Account Deposit – 1<sup>st</sup> Reading
3. Resolution 17-07: FFY 2018 Shared Fisheries Business Tax Program

### OLD BUSINESS:

1. Airport Certification *Postponed.*

### NEW BUSINESS:

1. Boys & Girls Club Donation Request
2. Building Permit: Amy Eubank
3. 2018 Lease Renewals
4. Kendrick Equipment Quote
5. Phone / Internet System
6. DPS Taser Usage
7. Drug Task Force Investigator Position
8. Lobbyist Mark Hickey Contract
9. City Administrator Replacement

**PUBLIC COMMENTS  
COUNCIL COMMENTS  
ADJOURNMENT**

THERE IS A WORKSHOP FOR THIS MEETING AT 2 P.M. – SAME DAY IN CITY CHAMBERS

POSTED: 12/05/17

**CALL TO ORDER:**

The regular meeting of the Sand Point City Council was held Tuesday, October 10, 2017 in the Sand Point Council Chambers. Mayor Glen Gardner, Jr. called the meeting to order at 7:00 p.m.

**ROLL CALL:**

Glen Gardner, Jr.	Mayor	Present
Danny Cumberlidge	Seat A	Present
Allan Starnes	Seat B	Present
Shirley Brown	Seat C	Present
Jack Foster, Jr.	Seat D	Present
Marita Gundersen	Seat E	Absent - excused
Emil Mobeck	Seat F	Present via teleconference

A quorum was established.

**Staff in attendance:**

Andy Varner, Administrator via teleconference  
Shannon Sommer, City Clerk  
Krista Galvin, Finance Officer  
David Stokes, Public Works Director

**APPROVAL OF AGENDA:**

Mayor Glen Gardner, Jr. requested a motion to approve the agenda.  
MOTION: Councilperson Jack Foster Jr. made a motion to approve the agenda.  
SECOND: Councilperson Danny Cumberlidge seconded the motion.  
VOTE: Motion passed unanimously.

**CERTIFICATION OF ELECTION/OATH OF OFFICE:**

Mayor Glen Gardner, Jr. requested a motion to approve the Certification of Election and Oath of Office.  
MOTION: Councilperson Shirley Brown made a motion to adopt the certification of election.  
SECOND: Councilperson Danny Cumberlidge seconded the motion.  
VOTE: Motion passed unanimously.

**APPROVAL OF CONSENT AGENDA:**

1. Minutes of the September 5, 2017, 2017 Regular Meeting.  
Mayor Glen Gardner, Jr. requested a motion to approve the consent agenda.  
MOTION: Councilperson Shirley Brown made a motion to adopt the consent agenda with a correction on page 2.  
SECOND: Councilperson Allan Starnes seconded the motion.  
VOTE: Motion passed unanimously.

**REPORTS:**

Finance Officer- Krista Galvin

Finance Officer Krista Galvin reported for the month of August 2017 Raw Fish Tax was \$139,542.35 and Sales Tax was \$77,015.98.

Administrator - Andy Varner

Administrator Andy Varner congratulated the newly elected officials Mayor Glen Gardner Jr., Allen Starnes and Jack Foster Jr. and thanked City Clerk Shannon Sommer for this year’s election. Administrator Varner reported the dock replacement design plan is on track. The TDx proposed a newly 40% rate increase for SPG’s electric tariff,

and on Monday, October 16, 2017 there will be an RCA meeting to determine the future schedule of the case. The City will receive a total of \$59,628 each year from the IHS Village Built Clinic Program, Administrator Varner will continue to work with EAT on an alternative lease agreement. He will attend 3 upcoming trainings: a State Dept. of Community Affairs utility training, an Alaska Division of Homeland Security & Emergency Management training, and AML's Municipal Manager Association meetings. Police Chief Hal Henning and he met with the Drug Enforcement Bureau with the State about having a Sand Point representative with the narcotic drug force in Anchorage, and thanked Chief Henning and Police Officers Brent Nierman and John Stogner for their work so far.

Mayor – Glen Gardner Jr.

Mayor Gardner stated the November meeting will be canceled due to the AML and AEBSD meetings and the Pacific Marine Expo boat show. He reminded Council members to let City Clerk Sommer know who is attending which meeting.

DPS Police Chief - Hal Henning

Police Officer Brent Nierman reported for Police Chief Henning. Officer Nierman reported the focus of Chief Henning was to hire Officers with seniority so they will specialize in different areas in the department. The dept. had changed security around the office to include new locks and cameras.

Public Works Director - David Stokes

Public Works Director David Stokes reported they worked on the Gehl. They prepped the City shop floor in preparation of the asphalt job, they moved everything in and out of the shop. They fixed a tire on the Forklift. They graded and swept roads. They assisted the Water & Sewer dept. with water leaks. They checked fuel levels at all City buildings. They worked on the Rock Crusher. They sorted a rockpile for AHA. They hauled a Snorkel Lift for the Sand Shed. They dressed pavement edges in and outside the shop. They installed floor drains in the shop floor. They worked on the Skid-steer bucket.

Landfill

They cleaned up around dumpsters and landfill.

Recycling

Recycling center is running fine. They dropped off oil drums at the recycling center.

Water and Sewer - Allen Hill

Water/Sewer Supervisor Allen Hill's report included in packet.

Harbor Master - Richard Kochuten, Sr.

Harbor Master Richard Kochuten Sr. report in packet.

Mayor Gardner stated street lights will be replaced, the Grove will be added to December's agenda. The Fire Boat will be brought to the shop for repairs then Grove.

Student Representative - Peyton Stroud

Student Representative Peyton Stroud reported they had made 2 Costco orders for the student store and plan on expanding items. They have raised money by the student store, bake sales and dances. They plan on replacing lights and having and upcoming Tournament dance.

**HEARINGS, ORDINANCES, AND RESOLUTIONS:** None.

**OLD BUSINESS:**

1. Airport 139 FAA

Administrator Varner stated DOT hadn't done any work at the airport for the 139 FAA certification, but they had made a training manual, emergency airport plan, wildlife documents, the AARF truck is in Sand Point, and a water rescue trailer is getting assembled. The last agreement for the certification would be an MOA between the City and DOT, along with Pen Air and City to outline roles and responsibilities. In a separate piece an agreement with Pen Air will outline the reimbursement arrangement. The agreement would be a maintenance contract which is currently being done for \$40,000, along with associated part 139 roles. If we were to move forward with the agreement, DOT would send 2 employees for on the job training while capital improvements are being done. The City is waiting to see an MOA from DOT and DOT is awaiting on approval from the City saying we agree with the arrangement. We could expect an MOA in January.

MOTION: Councilperson Jack Foster Jr. made a motion to move forward on the discussion on the 139 certification.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

**NEW BUSINESS:**

1. QTT Christmas Potluck Donation Request

MOTION: Councilperson Shirley Brown made a motion to donate \$750 to the QTT Christmas Potluck.

SECOND: Councilperson Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

2. Building Permit: Bruce Foster Jr.

MOTION: Councilperson Jack Foster Jr. made a motion to adopt the Building Permit: Bruce Foster Jr.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

3. Phone Poll: Brechan Construction Rock Purchase

MOTION: Councilperson Shirley Brown made a motion to certify the Phone Poll: Brechan Construction Rock Purchase of 675 cubic yards, at the total price of \$16,700.

SECOND: Councilperson Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

**PUBLIC COMMENTS:** None.

**COUNCIL COMMENTS:**

Councilperson Shirley Brown asked if the Sand Shed job is complete. Mayor Gardner replied the City is awaiting on the arrival of the shed door. She also congratulated the newly elected officials. Councilperson Allan Starnes thanked the voters for their vote and continued support. Councilperson Jack Foster Jr. stated he would like to see Borough Assembly members support for the airport certification. Mayor Gardner thanked the voters for their support.

**ADJOURNMENT:**

MOTION: Councilperson Danny Cumberlidge made a motion to adjourn.

SECOND: Councilperson Allan Starnes seconded the motion.

The meeting adjourned at 7:38 PM.

\_\_\_\_\_  
Glen Gardner, Jr., Mayor

ATTEST:

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Shannon Sommer, City Clerk



# REPORTS

# FINANCE OFFICER

**SEPTEMBER 2017 FINANCE  
REPORTS**

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

	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
July	98,195.23	156,655.84	121,976.31	110,509.71	129,882.77	142,500.10
August	68,242.04	137,107.36	48,575.15	94,822.69	42,576.34	139,542.35
September	71,393.24	53,307.44	64,362.76	62,297.79	63,622.18	37,427.07
October	74,240.08	41,610.64	32,213.32	76,878.70	59,854.60	-
November	5,675.98	22,386.53	7,214.11	3,770.50	6,757.09	-
December	1,305.30	5,337.01	372.97	735.79	-	-
January	39,379.85	43,650.07	25,670.23	21,798.52	8,015.18	-
February	33,190.81	53,363.98	37,309.68	47,098.16	47,058.04	-
March	78,691.30	65,073.23	88,220.14	69,354.74	95,569.42	-
April	24,930.11	36,514.38	15,613.35	23,493.50	5,984.43	-
May	16,846.94	21,292.12	25,246.23	16,091.74	20,790.33	-
June	<u>129,015.93</u>	<u>64,462.43</u>	<u>68,319.25</u>	<u>78,884.08</u>	<u>109,955.05</u>	<u>-</u>
<b>Total</b>	<b>641,106.81</b>	<b>700,761.03</b>	<b>535,093.50</b>	<b>605,735.92</b>	<b>590,065.43</b>	<b>319,469.52</b>

**Sales Tax Revenue**

	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
July	101,206.98	82,934.73	104,201.30	88,780.27	75,255.42	79,691.25
August	76,571.79	73,136.15	88,102.34	92,491.15	64,147.25	77,015.98
September	194,900.07	75,647.72	116,436.20	95,569.47	80,332.82	66,935.45
October	85,720.47	69,251.83	81,510.79	71,821.64	62,727.84	-
November	90,575.50	46,816.20	43,535.59	35,841.10	36,741.45	-
December	44,723.29	52,116.25	44,980.97	48,357.80	37,647.73	-
January	62,428.48	80,977.40	66,575.33	60,942.89	58,373.49	-
February	57,547.22	84,035.36	69,895.86	60,702.43	59,618.34	-
March	75,307.36	126,325.95	105,731.28	81,364.98	77,700.11	-
April	65,117.67	86,407.71	58,562.79	53,394.08	52,535.54	-
May	58,775.64	70,189.92	52,976.00	44,528.77	45,569.00	-
June	<u>80,381.46</u>	<u>98,758.26</u>	<u>96,824.06</u>	<u>80,350.37</u>	<u>78,996.36</u>	<u>-</u>
<b>Total</b>	<b>993,255.93</b>	<b>946,597.48</b>	<b>929,332.51</b>	<b>814,144.95</b>	<b>729,645.35</b>	<b>223,642.68</b>
				TDX Fines	(150,000.00)	
					579,645.35	

# BANK BALANCES

No report given at this time.

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

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Current Period: SEPTEMBER 17-18

	17-18 YTD Budget	17-18 YTD Amt	SEPTEMBER MTD Amt	17-18 YTD Balance	% of YTD
<b>GENERAL FUND</b>					
LEGISLATIVE	\$134,200.00	\$10,887.87	\$4,041.39	\$123,312.13	8.11%
ADMINISTRATION	\$987,300.00	\$304,038.83	\$38,945.27	\$683,261.17	30.79%
PARKS AND RECREATION	\$24,000.00	\$5,977.54	\$2,210.57	\$18,022.46	24.91%
PUBLIC SAFETY	\$546,500.00	\$120,443.86	\$26,243.67	\$426,056.14	22.04%
PUBLIC WORKS	\$585,600.00	\$186,144.56	\$40,689.04	\$399,455.44	31.79%
FACILITIES	\$292,350.00	\$48,732.22	\$17,353.61	\$243,617.78	16.67%
<i>Total GENERAL FUND</i>	<u>\$2,569,950.00</u>	<u>\$676,224.88</u>	<u>\$129,483.55</u>	<u>\$1,893,725.12</u>	<u>26.31%</u>
<b>BINGO FUND</b>					
ADMINISTRATION	\$535,850.00	\$199,700.72	\$75,449.58	\$336,149.28	37.27%
<i>Total BINGO FUND</i>	<u>\$535,850.00</u>	<u>\$199,700.72</u>	<u>\$75,449.58</u>	<u>\$336,149.28</u>	<u>37.27%</u>
<b>SILVER SALMON DERBY</b>					
FIRE	\$30,000.00	\$21,224.17	\$14,841.89	\$8,775.83	70.75%
<i>Total SILVER SALMON DERBY</i>	<u>\$30,000.00</u>	<u>\$21,224.17</u>	<u>\$14,841.89</u>	<u>\$8,775.83</u>	<u>70.75%</u>
<b>CLINIC OPERATIONS/MAINTENANCE</b>					
ADMINISTRATION	\$36,412.00	\$0.00	\$0.00	\$36,412.00	0.00%
<i>Total CLINIC OPERATIONS/MAINTENANCE</i>	<u>\$36,412.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$36,412.00</u>	<u>0.00%</u>
<b>ROCK CRUSHER ENTERPRISE FUND</b>					
PUBLIC WORKS	\$40,500.00	\$38,577.40	\$112.64	\$1,922.60	95.25%
<i>Total ROCK CRUSHER ENTERPRISE FUND</i>	<u>\$40,500.00</u>	<u>\$38,577.40</u>	<u>\$112.64</u>	<u>\$1,922.60</u>	<u>95.25%</u>
<b>WATER/SEWER OPERATIONS</b>					
WATER/SEWER	\$271,500.00	\$53,299.89	\$17,085.30	\$218,200.11	19.63%
<i>Total WATER/SEWER OPERATIONS</i>	<u>\$271,500.00</u>	<u>\$53,299.89</u>	<u>\$17,085.30</u>	<u>\$218,200.11</u>	<u>19.63%</u>
<b>HARBOR/PORT OPERATIONS</b>					
HARBOR	\$580,500.00	\$123,392.85	\$42,147.78	\$457,107.15	21.26%
<i>Total HARBOR/PORT OPERATIONS</i>	<u>\$580,500.00</u>	<u>\$123,392.85</u>	<u>\$42,147.78</u>	<u>\$457,107.15</u>	<u>21.26%</u>
<b>REFUSE COLLECTION</b>					
PUBLIC WORKS	\$168,350.00	\$32,633.71	\$9,674.89	\$135,716.29	19.38%
<i>Total REFUSE COLLECTION</i>	<u>\$168,350.00</u>	<u>\$32,633.71</u>	<u>\$9,674.89</u>	<u>\$135,716.29</u>	<u>19.38%</u>
<b>Report Total</b>	<u>\$4,233,062.00</u>	<u>\$1,145,053.62</u>	<u>\$288,795.63</u>	<u>\$3,088,008.38</u>	<u>27.05%</u>

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

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Current Period: SEPTEMBER 17-18

		17-18	17-18	SEPTEMBER	17-18	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
<b>GENERAL FUND</b>						
Active	R 01-200 CAPITAL GAIN / LOSS	\$0.00	\$954.75	\$954.75	-\$954.75	0.00%
Active	R 01-201 INTEREST INCOME	\$10,000.00	\$6,240.14	\$2,272.71	\$3,759.86	62.40%
Active	R 01-202 FINES AND PENALTYS	\$2,000.00	\$78.15	\$0.51	\$1,921.85	3.91%
Active	R 01-203 OTHER REVENUE	\$70,000.00	\$3,160.28	\$3,632.28	\$66,839.72	4.51%
Active	R 01-205 4% SALES TAX	\$850,000.00	\$235,703.59	\$77,015.98	\$614,296.41	27.73%
Active	R 01-213 RAW FISH TAX	\$620,000.00	\$391,997.50	\$139,542.35	\$228,002.50	63.23%
Active	R 01-214 FINE-LATE SALES TAX	\$1,000.00	\$1,347.91	\$888.80	-\$347.91	134.79%
Active	R 01-217 7% B & B Tax	\$14,000.00	\$2,821.55	\$978.14	\$11,178.45	20.15%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
Active	R 01-226 EVENT COSTS	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
Active	R 01-229 EASTER EGG HUNT DONA	\$0.00	\$300.00	\$300.00	-\$300.00	0.00%
Active	R 01-230 DONATIONS	\$2,500.00	\$300.00	\$300.00	\$2,200.00	12.00%
Active	R 01-231 INSURANCE REFUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$4,000.00	\$75.00	\$0.00	\$3,925.00	1.88%
Active	R 01-234 SB 46 PERS RELIEF	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
Active	R 01-238 ANCHORAGE OFFICE	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	R 01-250 STATE REVENUE SHARIN	\$87,700.00	\$98,363.00	\$10,234.00	-\$10,663.00	112.16%
Active	R 01-256 REVENUE--STATE OF ALA	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	R 01-257 REVENUE--FEDERAL GOV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-260 STATE LIQUOR SHARE TA	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Active	R 01-265 STATE PROCESSORS TAX	\$38,000.00	\$0.00	\$0.00	\$38,000.00	0.00%
Active	R 01-266 ExT FISH TAX SHARING	\$250,000.00	\$0.00	\$0.00	\$250,000.00	0.00%
Active	R 01-285 EQUIPMENT RENTAL	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	R 01-291 BUILDING RENTALS	\$140,000.00	\$23,743.30	\$6,660.41	\$116,256.70	16.96%
Active	R 01-293 LIBRARY GRANT	\$4,200.00	\$0.00	\$0.00	\$4,200.00	0.00%
Active	R 01-297 POLICE MISC REVENUE	\$50,000.00	\$14,685.00	\$14,685.00	\$35,315.00	29.37%
Active	R 01-298 EMS MISC REVENUE	\$5,000.00	\$7,182.00	\$7,182.00	-\$2,182.00	143.64%
Active	R 01-990 F/V DESTINATION SWEAT	\$0.00	\$80.00	\$0.00	-\$80.00	0.00%
	<b>Total</b>	<u>\$2,401,400.00</u>	<u>\$787,032.17</u>	<u>\$264,646.93</u>	<u>\$1,614,367.83</u>	<u>32.77%</u>
	<b>Total GENERAL FUND</b>	\$2,401,400.00	\$787,032.17	\$264,646.93	\$1,614,367.83	32.77%
<b>BINGO FUND</b>						
Active	R 02-203 OTHER REVENUE	\$5,000.00	\$19.23	\$19.23	\$4,980.77	0.38%
Active	R 02-294 BINGO REVENUE	\$40,000.00	\$10,252.00	\$3,334.00	\$29,748.00	25.63%
Active	R 02-295 PULL TAB REVENUE	\$550,000.00	\$207,840.00	\$80,995.00	\$342,160.00	37.79%
	<b>Total</b>	<u>\$595,000.00</u>	<u>\$218,111.23</u>	<u>\$84,348.23</u>	<u>\$376,888.77</u>	<u>36.66%</u>
	<b>Total BINGO FUND</b>	\$595,000.00	\$218,111.23	\$84,348.23	\$376,888.77	36.66%
<b>SILVER SALMON DERBY</b>						
Active	R 03-230 DONATIONS	\$3,000.00	\$0.00	\$0.00	\$3,000.00	0.00%
Active	R 03-292 SILVER SALMON DERBY	\$0.00	\$9,406.43	\$9,406.43	-\$9,406.43	0.00%
	<b>Total</b>	<u>\$3,000.00</u>	<u>\$9,406.43</u>	<u>\$9,406.43</u>	<u>-\$6,406.43</u>	<u>313.55%</u>
	<b>Total SILVER SALMON DERBY</b>	\$3,000.00	\$9,406.43	\$9,406.43	-\$6,406.43	313.55%
<b>CLINIC OPERATIONS/MAINTENANCE</b>						
Active	R 10-257 REVENUE--FEDERAL GOV	\$36,412.00	\$8,194.17	\$2,731.39	\$28,217.83	22.50%
	<b>Total</b>	<u>\$36,412.00</u>	<u>\$8,194.17</u>	<u>\$2,731.39</u>	<u>\$28,217.83</u>	<u>22.50%</u>
	<b>Total CLINIC OPERATIONS/MAINTENANCE</b>	\$36,412.00	\$8,194.17	\$2,731.39	\$28,217.83	22.50%
<b>ROCK CRUSHER ENTERPRISE FUND</b>						

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

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Current Period: SEPTEMBER 17-18

		17-18	17-18	SEPTEMBER	17-18	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Active	R 58-207 GRAVEL SALES	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
<b>Total</b>		<b>\$45,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$45,000.00</b>	<b>0.00%</b>
<b>Total ROCK CRUSHER ENTERPRISE FUND</b>		<b>\$45,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$45,000.00</b>	<b>0.00%</b>
<b>WATER/SEWER OPERATIONS</b>						
Active	R 61-202 FINES AND PENALTYS	\$2,500.00	\$662.04	\$343.37	\$1,837.96	26.48%
Active	R 61-206 WATER/SEWER REVENUE	\$210,000.00	\$54,344.54	\$25,812.56	\$155,655.46	25.88%
Active	R 61-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-235 TRANSFER IN	\$59,000.00	\$0.00	\$0.00	\$59,000.00	0.00%
Active	R 61-243 USDA GRANT REVENUE	\$0.00	\$23,516.00	\$0.00	-\$23,516.00	0.00%
Active	R 61-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>		<b>\$271,500.00</b>	<b>\$78,522.58</b>	<b>\$26,155.93</b>	<b>\$192,977.42</b>	<b>28.92%</b>
<b>Total WATER/SEWER OPERATIONS</b>		<b>\$271,500.00</b>	<b>\$78,522.58</b>	<b>\$26,155.93</b>	<b>\$192,977.42</b>	<b>28.92%</b>
<b>HARBOR/PORT OPERATIONS</b>						
Active	R 62-201 INTEREST INCOME	\$0.00	\$2,315.75	\$1,668.54	-\$2,315.75	0.00%
Active	R 62-203 OTHER REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-210 HARBOR/MOORAGE	\$215,000.00	\$104,989.55	\$67,332.56	\$110,010.45	48.83%
Active	R 62-211 HARBOR/TRAVELLIFT	\$95,000.00	\$43,156.07	\$27,688.53	\$51,843.93	45.43%
Active	R 62-212 BOAT HARBOR/RENTS	\$85,000.00	\$14,431.40	\$0.00	\$70,568.60	16.98%
Active	R 62-215 HARBOR/WHARFAGE	\$85,000.00	\$7,399.89	\$4,805.91	\$77,600.11	8.71%
Active	R 62-219 HARBOR ELEC SERVICE F	\$8,000.00	\$2,287.08	\$617.49	\$5,712.92	28.59%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$2,000.00	\$11.55	\$0.28	\$1,988.45	0.58%
Active	R 62-221 HARBOR/VAN STORAGE	\$22,000.00	\$13,216.20	\$9,667.87	\$8,783.80	60.07%
Active	R 62-222 HARBOR/STALL ELECTRIC	\$35,000.00	\$9,271.41	\$7,253.51	\$25,728.59	26.49%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$1,186.90	\$249.22	\$2,813.10	29.67%
Active	R 62-224 GEARSHED LOCKER REN	\$15,000.00	\$300.00	\$0.00	\$14,700.00	2.00%
Active	R 62-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-235 TRANSFER IN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-237 HARBOR STORAGE	\$5,000.00	\$396.90	\$264.60	\$4,603.10	7.94%
Active	R 62-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-285 EQUIPMENT RENTAL	\$25,000.00	\$15,641.79	\$7,551.77	\$9,358.21	62.57%
<b>Total</b>		<b>\$596,000.00</b>	<b>\$214,604.49</b>	<b>\$127,100.28</b>	<b>\$381,395.51</b>	<b>36.01%</b>
<b>Total HARBOR/PORT OPERATIONS</b>		<b>\$596,000.00</b>	<b>\$214,604.49</b>	<b>\$127,100.28</b>	<b>\$381,395.51</b>	<b>36.01%</b>
<b>REFUSE COLLECTION</b>						
Active	R 65-202 FINES AND PENALTYS	\$1,500.00	\$361.14	\$191.02	\$1,138.86	24.08%
Active	R 65-204 REFUSE COLLECTION	\$160,000.00	\$39,757.86	\$19,998.91	\$120,242.14	24.85%
Active	R 65-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 65-235 TRANSFER IN	\$7,350.00	\$0.00	\$0.00	\$7,350.00	0.00%
Active	R 65-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>		<b>\$168,850.00</b>	<b>\$40,119.00</b>	<b>\$20,189.93</b>	<b>\$128,731.00</b>	<b>23.76%</b>
<b>Total REFUSE COLLECTION</b>		<b>\$168,850.00</b>	<b>\$40,119.00</b>	<b>\$20,189.93</b>	<b>\$128,731.00</b>	<b>23.76%</b>
<b>Report Total</b>		<b>\$4,117,162.00</b>	<b>\$1,355,990.07</b>	<b>\$534,579.12</b>	<b>\$2,761,171.93</b>	<b>32.94%</b>



CITY OF SAND POINT

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**\*Fund Summary -  
Budget to Actual©**

SEPTEMBER 17-18

	17-18 YTD Budget	SEPTEMBER MTD Amount	17-18 YTD Amount	17-18 YTD Balance	17-18 % YTD Budget
<b>FUND 01 GENERAL FUND</b>					
Revenue	\$2,401,400.00	\$264,646.93	\$787,032.17	\$1,614,367.83	32.77%
Expenditure	\$2,569,950.00	\$129,483.55	\$676,224.88	\$1,893,725.12	26.31%
		\$135,163.38	\$110,807.29		
<b>FUND 02 BINGO FUND</b>					
Revenue	\$595,000.00	\$84,348.23	\$218,111.23	\$376,888.77	36.66%
Expenditure	\$535,850.00	\$75,449.58	\$199,700.72	\$336,149.28	37.27%
		\$8,898.65	\$18,410.51		
<b>FUND 03 SILVER SALMON DERBY</b>					
Revenue	\$3,000.00	\$9,406.43	\$9,406.43	-\$6,406.43	313.55%
Expenditure	\$30,000.00	\$14,841.89	\$21,224.17	\$8,775.83	70.75%
		-\$5,435.46	-\$11,817.74		
<b>FUND 10 CLINIC OPERATIONS/MAINTENANCE</b>					
Revenue	\$36,412.00	\$2,731.39	\$8,194.17	\$28,217.83	22.50%
Expenditure	\$36,412.00	\$0.00	\$0.00	\$36,412.00	0.00%
		\$2,731.39	\$8,194.17		
<b>FUND 61 WATER/SEWER OPERATIONS</b>					
Revenue	\$271,500.00	\$26,155.93	\$78,522.58	\$192,977.42	28.92%
Expenditure	\$271,500.00	\$17,085.30	\$53,299.89	\$218,200.11	19.63%
		\$9,070.63	\$25,222.69		
<b>FUND 62 HARBOR/PORT OPERATIONS</b>					
Revenue	\$596,000.00	\$127,100.28	\$214,604.49	\$381,395.51	36.01%
Expenditure	\$580,500.00	\$42,147.78	\$123,392.85	\$457,107.15	21.26%
		\$84,952.50	\$91,211.64		
<b>FUND 65 REFUSE COLLECTION</b>					
Revenue	\$168,850.00	\$20,189.93	\$40,119.00	\$128,731.00	23.76%
Expenditure	\$168,350.00	\$9,674.89	\$32,633.71	\$135,716.29	19.38%
		\$10,515.04	\$7,485.29		
<b>Report Total</b>		\$245,896.13	\$249,513.85		

# OCTOBER 2017 FINANCE REPORTS

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

	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
July	98,195.23	156,655.84	121,976.31	110,509.71	129,882.77	142,500.10
August	68,242.04	137,107.36	48,575.15	94,822.69	42,576.34	139,542.35
September	71,393.24	53,307.44	64,362.76	62,297.79	63,622.18	37,427.07
October	74,240.08	41,610.64	32,213.32	76,878.70	59,854.60	32,201.69
November	5,675.98	22,386.53	7,214.11	3,770.50	6,757.09	-
December	1,305.30	5,337.01	372.97	735.79	-	-
January	39,379.85	43,650.07	25,670.23	21,798.52	8,015.18	-
February	33,190.81	53,363.98	37,309.68	47,098.16	47,058.04	-
March	78,691.30	65,073.23	88,220.14	69,354.74	95,569.42	-
April	24,930.11	36,514.38	15,613.35	23,493.50	5,984.43	-
May	16,846.94	21,292.12	25,246.23	16,091.74	20,790.33	-
June	<u>129,015.93</u>	<u>64,462.43</u>	<u>68,319.25</u>	<u>78,884.08</u>	<u>109,955.05</u>	<u>-</u>
<b>Total</b>	<b>641,106.81</b>	<b>700,761.03</b>	<b>535,093.50</b>	<b>605,735.92</b>	<b>590,065.43</b>	<b>351,671.21</b>

**Sales Tax Revenue**

	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
July	101,206.98	82,934.73	104,201.30	88,780.27	75,255.42	79,691.25
August	76,571.79	73,136.15	88,102.34	92,491.15	64,147.25	77,015.98
September	194,900.07	75,647.72	116,436.20	95,569.47	80,332.82	66,935.45
October	85,720.47	69,251.83	81,510.79	71,821.64	62,727.84	34,186.58
November	90,575.50	46,816.20	43,535.59	35,841.10	36,741.45	-
December	44,723.29	52,116.25	44,980.97	48,357.80	37,647.73	-
January	62,428.48	80,977.40	66,575.33	60,942.89	58,373.49	-
February	57,547.22	84,035.36	69,895.86	60,702.43	59,618.34	-
March	75,307.36	126,325.95	105,731.28	81,364.98	77,700.11	-
April	65,117.67	86,407.71	58,562.79	53,394.08	52,535.54	-
May	58,775.64	70,189.92	52,976.00	44,528.77	45,569.00	-
June	<u>80,381.46</u>	<u>98,758.26</u>	<u>96,824.06</u>	<u>80,350.37</u>	<u>78,996.36</u>	<u>-</u>
<b>Total</b>	<b>993,255.93</b>	<b>946,597.48</b>	<b>929,332.51</b>	<b>814,144.95</b>	<b>729,645.35</b>	<b>257,829.26</b>
				TDX Fines	(150,000.00)	
					579,645.35	

# BANK BALANCES

No report given at this time.

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

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Current Period: OCTOBER 17-18

	17-18 YTD Budget	17-18 YTD Amt	OCTOBER MTD Amt	17-18 YTD Balance	% of YTD
<b>GENERAL FUND</b>					
LEGISLATIVE	\$134,200.00	\$40,265.07	\$29,377.20	\$93,934.93	30.00%
ADMINISTRATION	\$987,300.00	\$347,627.18	\$43,588.35	\$639,672.82	35.21%
PARKS AND RECREATION	\$24,000.00	\$7,479.65	\$1,502.11	\$16,520.35	31.17%
PUBLIC SAFETY	\$546,500.00	\$166,438.35	\$45,994.49	\$380,061.65	30.46%
PUBLIC WORKS	\$585,600.00	\$269,457.87	\$83,313.31	\$316,142.13	46.01%
FACILITIES	\$292,350.00	\$65,998.32	\$17,266.10	\$226,351.68	22.58%
<i>Total GENERAL FUND</i>	\$2,569,950.00	\$897,266.44	\$221,041.56	\$1,672,683.56	34.91%
<b>BINGO FUND</b>					
ADMINISTRATION	\$535,850.00	\$252,019.30	\$52,318.58	\$283,830.70	47.03%
<i>Total BINGO FUND</i>	\$535,850.00	\$252,019.30	\$52,318.58	\$283,830.70	47.03%
<b>SILVER SALMON DERBY</b>					
FIRE	\$30,000.00	\$22,556.67	\$1,332.50	\$7,443.33	75.19%
<i>Total SILVER SALMON DERBY</i>	\$30,000.00	\$22,556.67	\$1,332.50	\$7,443.33	75.19%
<b>CLINIC OPERATIONS/MAINTENANCE</b>					
ADMINISTRATION	\$36,412.00	\$0.00	\$0.00	\$36,412.00	0.00%
<i>Total CLINIC OPERATIONS/MAINTENANCE</i>	\$36,412.00	\$0.00	\$0.00	\$36,412.00	0.00%
<b>ROCK CRUSHER ENTERPRISE FUND</b>					
PUBLIC WORKS	\$40,500.00	\$39,104.85	\$527.45	\$1,395.15	96.56%
<i>Total ROCK CRUSHER ENTERPRISE FUND</i>	\$40,500.00	\$39,104.85	\$527.45	\$1,395.15	96.56%
<b>WATER/SEWER OPERATIONS</b>					
WATER/SEWER	\$271,500.00	\$75,304.12	\$22,004.23	\$196,195.88	27.74%
<i>Total WATER/SEWER OPERATIONS</i>	\$271,500.00	\$75,304.12	\$22,004.23	\$196,195.88	27.74%
<b>HARBOR/PORT OPERATIONS</b>					
HARBOR	\$580,500.00	\$177,604.62	\$54,211.77	\$402,895.38	30.60%
<i>Total HARBOR/PORT OPERATIONS</i>	\$580,500.00	\$177,604.62	\$54,211.77	\$402,895.38	30.60%
<b>REFUSE COLLECTION</b>					
PUBLIC WORKS	\$168,350.00	\$41,746.61	\$9,112.90	\$126,603.39	24.80%
<i>Total REFUSE COLLECTION</i>	\$168,350.00	\$41,746.61	\$9,112.90	\$126,603.39	24.80%
<b>Report Total</b>	\$4,233,062.00	\$1,505,602.61	\$360,548.99	\$2,727,459.39	35.57%

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

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Current Period: OCTOBER 17-18

		17-18	17-18	OCTOBER	17-18	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
<b>GENERAL FUND</b>						
Active	R 01-200 CAPITAL GAIN / LOSS	\$0.00	\$5,921.90	\$4,967.15	-\$5,921.90	0.00%
Active	R 01-201 INTEREST INCOME	\$10,000.00	\$8,339.97	\$2,099.83	\$1,660.03	83.40%
Active	R 01-202 FINES AND PENALTYS	\$2,000.00	\$621.58	\$543.43	\$1,378.42	31.08%
Active	R 01-203 OTHER REVENUE	\$70,000.00	\$3,476.28	\$316.00	\$66,523.72	4.97%
Active	R 01-205 4% SALES TAX	\$850,000.00	\$302,639.04	\$66,935.45	\$547,360.96	35.60%
Active	R 01-213 RAW FISH TAX	\$620,000.00	\$429,424.57	\$37,427.07	\$190,575.43	69.26%
Active	R 01-214 FINE-LATE SALES TAX	\$1,000.00	\$1,367.50	\$19.59	-\$367.50	136.75%
Active	R 01-217 7% B & B Tax	\$14,000.00	\$6,375.70	\$3,554.15	\$7,624.30	45.54%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
Active	R 01-226 EVENT COSTS	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
Active	R 01-229 EASTER EGG HUNT DONA	\$0.00	\$300.00	\$0.00	-\$300.00	0.00%
Active	R 01-230 DONATIONS	\$2,500.00	\$300.00	\$0.00	\$2,200.00	12.00%
Active	R 01-231 INSURANCE REFUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$4,000.00	\$75.00	\$0.00	\$3,925.00	1.88%
Active	R 01-234 SB 46 PERS RELIEF	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
Active	R 01-238 ANCHORAGE OFFICE	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	R 01-250 STATE REVENUE SHARIN	\$87,700.00	\$98,363.00	\$0.00	-\$10,663.00	112.16%
Active	R 01-256 REVENUE--STATE OF ALA	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	R 01-257 REVENUE--FEDERAL GOV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-260 STATE LIQUOR SHARE TA	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Active	R 01-265 STATE PROCESSORS TAX	\$38,000.00	\$0.00	\$0.00	\$38,000.00	0.00%
Active	R 01-266 ExT FISH TAX SHARING	\$250,000.00	\$458,906.62	\$458,906.62	-\$208,906.62	183.56%
Active	R 01-285 EQUIPMENT RENTAL	\$20,000.00	\$4,470.00	\$4,470.00	\$15,530.00	22.35%
Active	R 01-291 BUILDING RENTALS	\$140,000.00	\$37,190.21	\$13,446.91	\$102,809.79	26.56%
Active	R 01-293 LIBRARY GRANT	\$4,200.00	\$0.00	\$0.00	\$4,200.00	0.00%
Active	R 01-297 POLICE MISC REVENUE	\$50,000.00	\$14,685.00	\$0.00	\$35,315.00	29.37%
Active	R 01-298 EMS MISC REVENUE	\$5,000.00	\$7,182.00	\$0.00	-\$2,182.00	143.64%
Active	R 01-990 F/V DESTINATION SWEAT	\$0.00	\$80.00	\$0.00	-\$80.00	0.00%
	<b>Total</b>	<u>\$2,401,400.00</u>	<u>\$1,379,718.37</u>	<u>\$592,686.20</u>	<u>\$1,021,681.63</u>	<u>57.45%</u>
	<b>Total GENERAL FUND</b>	\$2,401,400.00	\$1,379,718.37	\$592,686.20	\$1,021,681.63	57.45%
<b>BINGO FUND</b>						
Active	R 02-203 OTHER REVENUE	\$5,000.00	\$19.23	\$0.00	\$4,980.77	0.38%
Active	R 02-294 BINGO REVENUE	\$40,000.00	\$15,389.00	\$5,137.00	\$24,611.00	38.47%
Active	R 02-295 PULL TAB REVENUE	\$550,000.00	\$262,157.00	\$54,317.00	\$287,843.00	47.66%
	<b>Total</b>	<u>\$595,000.00</u>	<u>\$277,565.23</u>	<u>\$59,454.00</u>	<u>\$317,434.77</u>	<u>46.65%</u>
	<b>Total BINGO FUND</b>	\$595,000.00	\$277,565.23	\$59,454.00	\$317,434.77	46.65%
<b>SILVER SALMON DERBY</b>						
Active	R 03-230 DONATIONS	\$3,000.00	\$3,550.00	\$3,550.00	-\$550.00	118.33%
Active	R 03-292 SILVER SALMON DERBY	\$0.00	\$30,601.63	\$21,195.20	-\$30,601.63	0.00%
	<b>Total</b>	<u>\$3,000.00</u>	<u>\$34,151.63</u>	<u>\$24,745.20</u>	<u>-\$31,151.63</u>	<u>1138.39%</u>
	<b>Total SILVER SALMON DERBY</b>	\$3,000.00	\$34,151.63	\$24,745.20	-\$31,151.63	1138.39%
<b>CLINIC OPERATIONS/MAINTENANCE</b>						
Active	R 10-257 REVENUE--FEDERAL GOV	\$36,412.00	\$10,925.56	\$2,731.39	\$25,486.44	30.01%
	<b>Total</b>	<u>\$36,412.00</u>	<u>\$10,925.56</u>	<u>\$2,731.39</u>	<u>\$25,486.44</u>	<u>30.01%</u>
	<b>Total CLINIC OPERATIONS/MAINTENANCE</b>	\$36,412.00	\$10,925.56	\$2,731.39	\$25,486.44	30.01%
<b>ROCK CRUSHER ENTERPRISE FUND</b>						

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

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Current Period: OCTOBER 17-18

		17-18	17-18	OCTOBER	17-18	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Active	R 58-207 GRAVEL SALES	\$45,000.00	\$0.00	\$0.00	\$45,000.00	0.00%
<b>Total</b>		<b>\$45,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$45,000.00</b>	<b>0.00%</b>
<b>Total ROCK CRUSHER ENTERPRISE FUND</b>		<b>\$45,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$45,000.00</b>	<b>0.00%</b>
<b>WATER/SEWER OPERATIONS</b>						
Active	R 61-202 FINES AND PENALTYS	\$2,500.00	\$747.70	\$85.66	\$1,752.30	29.91%
Active	R 61-206 WATER/SEWER REVENUE	\$210,000.00	\$69,772.78	\$15,428.24	\$140,227.22	33.23%
Active	R 61-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-235 TRANSFER IN	\$59,000.00	\$0.00	\$0.00	\$59,000.00	0.00%
Active	R 61-243 USDA GRANT REVENUE	\$0.00	\$23,516.00	\$0.00	-\$23,516.00	0.00%
Active	R 61-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>		<b>\$271,500.00</b>	<b>\$94,036.48</b>	<b>\$15,513.90</b>	<b>\$177,463.52</b>	<b>34.64%</b>
<b>Total WATER/SEWER OPERATIONS</b>		<b>\$271,500.00</b>	<b>\$94,036.48</b>	<b>\$15,513.90</b>	<b>\$177,463.52</b>	<b>34.64%</b>
<b>HARBOR/PORT OPERATIONS</b>						
Active	R 62-201 INTEREST INCOME	\$0.00	\$2,579.41	\$263.66	-\$2,579.41	0.00%
Active	R 62-203 OTHER REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-210 HARBOR/MOORAGE	\$215,000.00	\$124,631.54	\$19,641.99	\$90,368.46	57.97%
Active	R 62-211 HARBOR/TRAVELLIFT	\$95,000.00	\$54,722.22	\$11,566.15	\$40,277.78	57.60%
Active	R 62-212 BOAT HARBOR/RENTS	\$85,000.00	\$14,431.40	\$0.00	\$70,568.60	16.98%
Active	R 62-215 HARBOR/WHARFAGE	\$85,000.00	\$7,600.68	\$200.79	\$77,399.32	8.94%
Active	R 62-219 HARBOR ELEC SERVICE F	\$8,000.00	\$2,988.97	\$701.89	\$5,011.03	37.36%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$2,000.00	\$11.55	\$0.00	\$1,988.45	0.58%
Active	R 62-221 HARBOR/VAN STORAGE	\$22,000.00	\$15,916.20	\$2,700.00	\$6,083.80	72.35%
Active	R 62-222 HARBOR/STALL ELECTRIC	\$35,000.00	\$10,369.67	\$1,098.26	\$24,630.33	29.63%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$1,460.34	\$273.44	\$2,539.66	36.51%
Active	R 62-224 GEARSHED LOCKER REN	\$15,000.00	\$300.00	\$0.00	\$14,700.00	2.00%
Active	R 62-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-235 TRANSFER IN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-237 HARBOR STORAGE	\$5,000.00	\$639.45	\$242.55	\$4,360.55	12.79%
Active	R 62-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-285 EQUIPMENT RENTAL	\$25,000.00	\$18,451.79	\$2,810.00	\$6,548.21	73.81%
<b>Total</b>		<b>\$596,000.00</b>	<b>\$254,103.22</b>	<b>\$39,498.73</b>	<b>\$341,896.78</b>	<b>42.63%</b>
<b>Total HARBOR/PORT OPERATIONS</b>		<b>\$596,000.00</b>	<b>\$254,103.22</b>	<b>\$39,498.73</b>	<b>\$341,896.78</b>	<b>42.63%</b>
<b>REFUSE COLLECTION</b>						
Active	R 65-202 FINES AND PENALTYS	\$1,500.00	\$401.43	\$40.29	\$1,098.57	26.76%
Active	R 65-204 REFUSE COLLECTION	\$160,000.00	\$51,661.11	\$11,903.25	\$108,338.89	32.29%
Active	R 65-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 65-235 TRANSFER IN	\$7,350.00	\$0.00	\$0.00	\$7,350.00	0.00%
Active	R 65-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>		<b>\$168,850.00</b>	<b>\$52,062.54</b>	<b>\$11,943.54</b>	<b>\$116,787.46</b>	<b>30.83%</b>
<b>Total REFUSE COLLECTION</b>		<b>\$168,850.00</b>	<b>\$52,062.54</b>	<b>\$11,943.54</b>	<b>\$116,787.46</b>	<b>30.83%</b>
<b>Report Total</b>		<b>\$4,117,162.00</b>	<b>\$2,102,563.03</b>	<b>\$746,572.96</b>	<b>\$2,014,598.97</b>	<b>51.07%</b>

# BANK STATEMENTS





P.O. Box 196613 • Anchorage, Alaska 99519 • [www.alaskausa.org](http://www.alaskausa.org)

**STATEMENT OF ACCOUNT**

ACCOUNT  
 STATEMENT PERIOD  
 FROM 11-01-17  
 THROUGH 11-30-17  
 PAGE 1

CITY OF SAND POINT, ALASKA  
 PO BOX 249  
 SAND POINT AK 99661-0249

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**ACCOUNT SUMMARY**

SHARE ACCOUNTS	DIVIDENDS YEAR-TO-DATE	WITHHOLDING YEAR-TO-DATE	PREVIOUS BALANCE	NEW BALANCE
10 SHARE SAV	0.00	0.00	0.00	0.00
80 CERTIFICATE	1,667.21	0.00	204,330.83	204,481.14
83 CERTIFICATE	1,652.14	0.00	202,486.07	202,635.02
TOTAL SHARE ACCOUNTS				407,116.16

**SHARE SAV - 10**

Effective	Posted	TRANSACTION DESCRIPTION	AMOUNT	BALANCE	EXPANDED TRANSACTION DESCRIPTION
		PREVIOUS BALANCE		0.00	
		NEW BALANCE		0.00	
		DIVIDEND YEAR TO DATE	0.00		

**CERTIFICATE - 80 (MATURITY DATE 06-11-2018) DIV RATE 0.895%**

Effective	Posted	TRANSACTION DESCRIPTION	AMOUNT	BALANCE	EXPANDED TRANSACTION DESCRIPTION
		PREVIOUS BALANCE		204330.83	
11-30	11-30	DEPOSIT DIVIDEND 0.895%	150.31	204481.14	ANNUAL PERCENTAGE YIELD EARNED 0.90% FROM 11/01/17 THROUGH 11/30/17 BASED ON AVERAGE DAILY BALANCE OF 204,330.83
		NEW BALANCE		204481.14	
		DIVIDEND YEAR TO DATE	1667.21		

**CERTIFICATE - 83 (MATURITY DATE 12-15-2017) DIV RATE 0.895%**

Effective	Posted	TRANSACTION DESCRIPTION	AMOUNT	BALANCE	EXPANDED TRANSACTION DESCRIPTION
		PREVIOUS BALANCE		202486.07	
11-30	11-30	DEPOSIT DIVIDEND 0.895%	148.95	202635.02	ANNUAL PERCENTAGE YIELD EARNED 0.90% FROM 11/01/17 THROUGH 11/30/17 BASED ON AVERAGE DAILY BALANCE OF 202,486.07
		NEW BALANCE		202635.02	
		DIVIDEND YEAR TO DATE	1652.14		

**END OF STATEMENT**

Need help reading this statement?  
Visit [www.schwab.com/StatementGuide](http://www.schwab.com/StatementGuide) for more information.

**Market Monitor**

Rates	Yield
Bank Sweep: Interest Rate as of 11/30 <sup>Z</sup>	0.10%

Indices	Year To Date Change
Dow Jones Industrial Average	22.82%
Standard & Poor's 500 Index®	18.26%
Schwab 1000 Index®	18.21%
NASDAQ Composite Index	27.70%

CITY OF SAND POINT  
249 MAIN STREET  
SAND POINT AK 99661

**Your Independent Investment Manager and/or Advisor**

ALASKA PERMANENT CAPITAL MANAG  
900 W 5TH AVENUE  
SUITE 601  
ANCHORAGE AK 99501-2044  
1 (907) 272-7575

*The custodian of your brokerage account is: Charles Schwab & Co., Inc.*

This report is provided by Schwab. Except as noted in the terms and conditions, your Investment Manager and/or Advisor is independently owned and operated and not an affiliate with Schwab. For questions about this statement, or if there is a change in your financial situation, investment objectives, or risk profile, please contact your Independent Investment Manager and/or Advisor.

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**ALASKA PERMANENT  
CAPITAL MANAGEMENT**

Registered Investment Adviser

Your Independent Investment Advisor is not affiliated with or an agent of Schwab and Schwab does not supervise or endorse your Advisor.

## Terms and Conditions

This Account statement is furnished solely by Charles Schwab & Co., Inc. ("Schwab") for your Account at Schwab ("Account"). Schwab Institutional is a division of Charles Schwab & Co., Inc., and provides back office brokerage and related services to investment advisors and retirement plan providers. Unless otherwise defined herein, capitalized terms have the same meanings as in your Account Agreement. Schwab is a registered broker-dealer and, except in the case of an affiliated company that may act as the investment advisor for the Sweep Funds, Windhaven Investment Management, Inc. ("Windhaven@"), or ThomasPartners, Inc. ("TPI"), Charles Schwab Investment Advisory, Inc. ("CSIA") and Schwab Wealth Investment Advisory, Inc. ("SWIA") is not affiliated with your Investment Advisor whose name appears on this statement ("Advisors"). Advisors are independently owned and operated. Schwab neither endorses nor recommends any particular Advisor or its investment strategy and has no responsibility to monitor trading by any Advisor in your Account. Schwab has not verified any statement accompanying any Advisor's logo appearing on this statement. Advisors provide investment advisory services for your Account. Schwab provides brokerage and custody services for your Account. Schwab has agreements with Advisors under which Schwab provides Advisors with institutional trading, custody and related services, and products. Not all of these products and services may benefit your Account, and Schwab may provide them to Advisors on the Advisor's commitment to place a certain amount of its clients' assets in brokerage accounts at Schwab within a certain period of time. This commitment could influence an Advisor's recommendation or requirement that its clients establish brokerage accounts at Schwab.

### GENERAL INFORMATION AND KEY TERMS:

If you receive any other communication from any source other than Schwab which purports to represent your holdings at Schwab (including balances held at a Depository Institution) you should verify its content with this statement.

**AIP (Automatic Investment Plan) Customers:** Schwab receives remuneration in connection with certain transactions effected through Schwab. If you participate in a systematic investment program through Schwab, the additional information normally detailed on a trade confirmation will be provided upon request.

**Average Daily Balance:** Average daily composite of all cash balances that earn interest and all loans from Schwab that are charged interest.

**Bank Sweep Feature:** Schwab acts as your agent and custodian in establishing and maintaining your Bank Sweep feature as a Schwab Cash feature for your brokerage account. Deposit accounts held through the Bank Sweep feature constitute direct obligations of Charles Schwab Bank and are not obligations of Schwab. Bank deposit accounts are insured by the FDIC within applicable limits. The balance in the bank deposit accounts can be withdrawn on your order and the proceeds returned to your securities account or remitted to you as provided in your Account Agreement. For information on FDIC insurance and its limits, as well as other important disclosures about the Bank Sweep feature, please refer to the Cash Features Disclosure Statement.

**Cash:** Any Free Credit Balance owed by us to you payable upon demand which, although accounted for on our books of record, is not

segregated and may be used in the conduct of this firm's business.

**Current Yield:** Annual dividend paid on an equity divided by the current market price.

**Dividend Reinvestment Customers:** Dividend reinvestment transactions were effected by Schwab acting as a principal for its own account, except for the reinvestment of Schwab dividends, for which an independent broker-dealer acted as the buying agent. Further information on these transactions will be furnished upon written request.

**Estimated Annual Income:** Estimated annual income is derived from information provided by outside parties. Schwab cannot guarantee the accuracy of such information. Since the interest and dividends are subject to change at any time, they should not be relied upon exclusively for making investment decisions.

**Fees and Charges:** For those fees described in the statement as "Fee to Advisor", as authorized by you, Schwab debited your Account to pay the fees as instructed by your Advisor. It is your responsibility, and not Schwab's, to verify the accuracy of the fees. Margin interest charged to your Account during the statement period is included in this section of the statement.

**Interest:** For the Schwab One Interest feature, and the Bank Sweep feature, interest is paid for a period that differs from the Statement Period. Balances include interest paid as indicated on your statement by Schwab, or Charles Schwab Bank. These balances do not include interest that may have accrued during the Statement Period after interest is paid. The interest paid may include interest that accrued in the prior Statement Period. For the Schwab One Interest feature, interest accrues daily from the second-to-last business day of the prior month and is posted on the second-to-last business day of the current month. For the Bank Sweep feature, interest accrues daily from the 16th day of the prior month and is credited/posted on the first business day after the 15th of the current month. If, on any given day, the interest that Schwab calculates for the Free Credit Balances in the Schwab One Interest feature in your brokerage account is less than \$.005, you will not accrue any interest on that day. For balances held at Charles Schwab Bank in the Bank Sweep feature, interest will accrue even if the amount is less than \$.005.

**Margin Account Customers:** This is a combined statement of your margin account and special memorandum account maintained for you under Section 220.5 of Regulation T issued by the Board of Governors of the Federal Reserve System. The permanent record of the separate account as required by Regulation T is available for your inspection. Securities purchased on margin are Schwab's collateral for the loan to you. It is important that you fully understand the risks involved in trading securities on margin. These risks include:

- You can lose more funds than you deposit in the margin account.
- Schwab can force the sale of securities or other assets in any of your account(s) to maintain the required account equity without contacting you.
- You are not entitled to choose which assets are liquidated nor are you entitled to an extension of time on a margin call.
- Schwab can increase its "house" maintenance margin requirements at any time without advance written notice to you.

**Market Price:** The most recent price evaluation available to Schwab on the last business day of the report period, normally the last trade

price or bid as of market close. Unpriced securities denote that no market evaluation update is currently available. Price evaluations are obtained from outside parties. Schwab shall have no responsibility for the accuracy or timeliness of any such valuations. Pricing of assets not held at Schwab is for informational purposes only. Some securities, especially thinly traded equities in the OTC market or foreign markets, may not report the most current price and are indicated as Stale Priced. For Limited Partnerships and Real Estate Investment Trust (REIT) securities, you may see that the value reflected on your monthly account statement for this security is unpriced. NASD rules require that certain Limited Partnerships (direct participation programs) and Real Estate Investment Trust (REIT) securities, that have not been priced within 18 months, must show as unpriced on customer statements. Note that these securities are generally illiquid, the value of the securities will be different than its purchase price, and, if applicable, that accurate valuation information may not be available.

**Market Value:** The Market Value is computed by multiplying the Market Price by the Quantity of Shares. This is the dollar value of your present holdings in your specified Schwab Account or a summary of the Market Value summed over multiple accounts.

**Non-Publicly Traded Securities:** All assets shown on this statement, other than certain direct investments which may be held by a third party, are held in your Account. Values of certain Non-Publicly Traded Securities may be furnished by a third party as provided by Schwab's Account Agreement. Schwab shall have no responsibility for the accuracy or timeliness of such valuations. The Securities Investor Protection Corporation (SIPC) does not cover many limited partnership interests.

**Option Customers:** Be aware of the following: 1) Commissions and other charges related to the execution of option transactions have been included in confirmations of such transactions previously furnished to you and will be made available promptly upon request 2) You should advise us promptly of any material changes in your investment objectives or financial situation 3) Exercise assignment notices for the option contracts are allocated among customer short positions pursuant to an automated procedure which randomly selects from among all customer short option positions those contracts which are subject to exercise, including positions established on the day of assignment 4) Realized gain/loss of underlying securities is adjusted to reflect the premiums of assigned or exercised options. Please consult your tax advisor or IRS publication 550, Investment Income and Expenses, for additional information on Options.

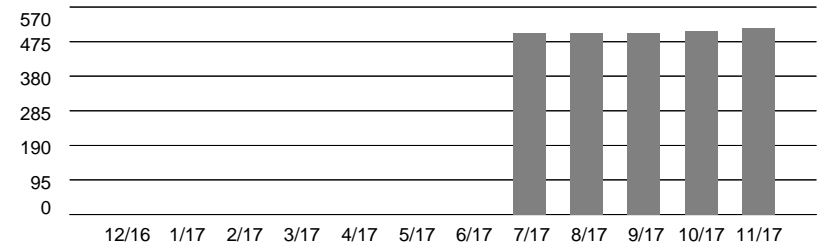
**Schwab Sweep Money Funds:** Includes the primary money market funds into which Free Credit Balances may be automatically invested pursuant to your Account Agreement. Schwab or an affiliate acts and receives compensation as the Investment Advisor, Transfer Agent, Shareholder Service Agent and Distributor for the Schwab Sweep Money Funds. The amount of such compensation is disclosed in the prospectus. The yield information for Schwab Sweep Money Funds is the current 7-day yield as of the statement period. Yields vary. If on any given day, the accrued daily dividend for your selected sweep money fund as calculated for your account is less than 1/2 of 1 cent (\$.005), your account will not earn a dividend for that day. In addition, if you do not accrue at least 1 daily dividend of \$.01 during



Account Value as of 11/30/2017: \$ 512,898.75

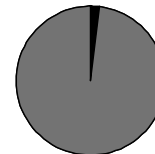
Change in Account Value	This Period	Year to Date
<b>Starting Value</b>	<b>\$ 506,308.40</b>	<b>\$ 0.00</b>
Cash Value of Purchases & Sales	0.00	(492,416.67)
Investments Purchased/Sold	0.00	492,416.67
Deposits & Withdrawals	0.00	500,000.00
Dividends & Interest <sup>z</sup>	308.34	1,112.72
Fees & Charges	(421.92)	(839.80)
Transfers	0.00	0.00
Income Reinvested	0.00	0.00
Change in Value of Investments	6,703.93	12,625.83
<b>Ending Value on 11/30/2017</b>	<b>\$ 512,898.75</b>	<b>\$ 512,898.75</b>
<b>Total Change in Account Value</b> (Totals include Deposits & Withdrawals)	<b>\$ 6,590.35</b>	<b>\$ 512,898.75</b>

Account Value (\$) Over Last 12 Months [in Thousands]



Asset Composition	Market Value	% of Account Assets
Bank Sweep <sup>x,z</sup>	\$ 7,856.25	2%
Exchange Traded Funds	505,042.50	98%
<b>Total Assets Long</b>	<b>\$ 512,898.75</b>	
<b>Total Account Value</b>	<b>\$ 512,898.75</b>	<b>100%</b>

Overview



- 2% Bank Sweep [X,Z]
- 98% Exchange Traded Funds

Gain or (Loss) Summary

**Realized Gain or (Loss) This Period**

Short Term	\$0.00
Long Term	\$0.00

**Unrealized Gain or (Loss)**

All Investments	\$12,625.83
-----------------	-------------

Values may not reflect all of your gains/losses.



ALASKA PERMANENT  
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Schwab One® Account of  
CITY OF SAND POINT

Account Number

Statement Period  
November 1-30, 2017

Income Summary	This Period		Year to Date	
	Federally Tax-Exempt	Federally Taxable	Federally Tax-Exempt	Federally Taxable
Bank Sweep Interest	0.00	0.70	0.00	87.58
Cash Dividends	0.00	307.64	0.00	1,025.14
<b>Total Income</b>	<b>0.00</b>	<b>308.34</b>	<b>0.00</b>	<b>1,112.72</b>

Cash Transactions Summary	This Period	Year to Date
<b>Starting Bank Sweep<sup>x,z</sup></b>	<b>\$ 7,969.83</b>	<b>\$ 0.00</b>
<b>Total Transaction Detail</b>	<b>(113.58)</b>	<b>7,856.25</b>
Deposits and other Cash Credits	0.00	500,000.00
Investments Sold	0.00	0.00
Dividends and Interest	308.34	1,112.72
Withdrawals and other Debits	0.00	0.00
Investments Purchased	0.00	(492,416.67)
Fees and Charges	(421.92)	(839.80)
<b>Ending Bank Sweep<sup>x,z</sup></b>	<b>\$ 7,856.25</b>	<b>\$ 7,856.25</b>

### Investment Detail - Bank Sweep

Bank Sweep	Starting Balance	Ending Balance	% of Account Assets
Bank Sweep <sup>x,z</sup>	7,969.83	7,856.25	2%
<b>Total Bank Sweep</b>	<b>7,969.83</b>	<b>7,856.25</b>	<b>2%</b>
<b>Total Bank Sweep</b>		<b>7,856.25</b>	<b>2%</b>

Schwab has provided accurate gain and loss information wherever possible for most investments. Cost basis data may be incomplete or unavailable for some of your holdings. Please see "Endnotes for Your Account" section for an explanation of the endnote codes and symbols on this statement.



Investment Detail - Exchange Traded Funds

	Quantity	Market Price	Market Value	% of Account Assets	Unrealized Gain or (Loss)	Estimated Yield	Estimated Annual Income
<b>Exchange Traded Funds</b>			<i>Cost Basis</i>				
<b>E TRACS UBS BLOOMBERG</b> CMCI ETN SYMBOL: UCI	1,050.0000	14.8200	15,561.00 15,072.45	3%	488.55	N/A	N/A
<b>FLEXSHARES QUAL DIV ETF</b> SYMBOL: QDF	675.0000	44.4000	29,970.00 28,367.78	6%	1,602.22	2.66%	798.95
<b>ISHARES CORE MSCI</b> EMERGING ETF SYMBOL: IEMG	450.0000	55.8500	25,132.50 24,871.50	5%	261.00	1.29%	324.80
<b>ISHARES CORE MSCI EAFE</b> ETF SYMBOL: IEFA	850.0000	65.8300	55,955.50 54,319.78	11%	1,635.72	2.93%	1,640.04
<b>ISHARES CORE S&amp;P MID CAP</b> ETF SYMBOL: IJH	225.0000	189.7800	42,700.50 39,622.93	8%	3,077.57	1.33%	570.73
<b>ISHARES CORE S&amp;P SMALL</b> CAP ETF SYMBOL: IJR	275.0000	77.4800	21,307.00 19,572.58	4%	1,734.42	1.16%	248.84
<b>ISHARES SHORT TREASURY</b> BOND ETF SYMBOL: SHV	225.0000	110.3300	24,824.25 24,828.98	5%	(4.73)	0.98%	243.28
<b>SPDR S&amp;P 500 ETF</b> SYMBOL: SPY	325.0000	265.0100	86,128.25 81,233.96	17%	4,894.29	1.86%	1,604.95
<b>VANGUARD REIT ETF</b> SYMBOL: VNQ	250.0000	84.3900	21,097.50 21,234.95	4%	(137.45)	4.04%	854.00
<b>VANGUARD SHRT INF PROT</b> SEC INDEX ETF SYMBOL: VTIP	800.0000	49.4800	39,584.00 39,660.15	8%	(76.15)	N/A	N/A

Schwab has provided accurate gain and loss information wherever possible for most investments. Cost basis data may be incomplete or unavailable for some of your holdings. Please see "Endnotes for Your Account" section for an explanation of the endnote codes and symbols on this statement.



**Investment Detail - Exchange Traded Funds (continued)**

	Quantity	Market Price	Market Value	% of Account Assets	Unrealized Gain or (Loss)	Estimated Yield	Estimated Annual Income
<b>Exchange Traded Funds</b>			<i>Cost Basis</i>				
<b>VANGUARD TOTAL INTERNATIONAL BND ETF</b> SYMBOL: BNDX	225.0000	54.9600	12,366.00	2%	83.02	1.04%	129.60
			12,282.98				
<b>VANGUARD TOTAL BOND MARKET ETF</b> SYMBOL: BND	1,600.0000	81.5100	130,416.00	25%	(932.63)	2.54%	3,318.87
			131,348.63				
<b>Total Exchange Traded Funds</b>	<b>6,950.0000</b>		<b>505,042.50</b>	<b>98%</b>	<b>12,625.83</b>		<b>9,734.06</b>
		<b>Total Cost Basis:</b>	<b>492,416.67</b>				

Estimated Annual Income ("EAI") and Estimated Yield ("EY") calculations are for informational purposes only. The actual income and yield might be lower or higher than the estimated amounts. EY is based upon EAI and the current price of the security and will fluctuate. For certain types of securities, the calculations could include a return of principal or capital gains in which case EAI and EY would be overstated. EY and EAI are not promptly updated to reflect when an issuer has missed a regular payment or announced changes to future payments, in which case EAI and EY will continue to display at a prior rate.

<b>Total Investment Detail</b>	<b>512,898.75</b>
<b>Total Account Value</b>	<b>512,898.75</b>
<b>Total Cost Basis</b>	<b>492,416.67</b>

**Transaction Detail - Dividends & Interest (including Money Market Fund dividends reinvested)**

Transaction Date	Process Date	Activity	Description	Credit/(Debit)
11/06/17	11/06/17	Cash Dividend	VANGUARD TOTAL BOND: BND	276.57
11/06/17	11/07/17	Cash Dividend	VANGUARD TOTAL INTERNATL: BNDX	10.80
11/07/17	11/07/17	Cash Dividend	ISHARES SHORT TREASURY: SHV	20.27



**Transaction Detail - Dividends & Interest** (including Money Market Fund dividends reinvested) (continued)

Transaction Date	Process Date	Activity	Description	Credit/(Debit)
11/15/17	11/16/17	Bank Interest <sup>x,z</sup>	BANK INT 101617-111517	0.70
<b>Total Dividends &amp; Interest</b>				<b>308.34</b>

**Transaction Detail - Fees & Charges**

Transaction Date	Process Date	Activity	Description	Credit/(Debit)
11/29/17	11/29/17	Advisor Fee*	MGMTFEE TO ADVISOR	(421.92)
<b>Total Fees &amp; Charges</b>				<b>(421.92)</b>

**Total Transaction Detail (113.58)**

**Bank Sweep Activity**

Transaction Date	Transaction	Description	Withdrawal	Deposit	Balance <sup>x,z</sup>
<b>Opening Balance<sup>x,z</sup></b>					<b>7,969.83</b>
11/07/17	Auto Transfer	BANK CREDIT FROM BROKERAGE <sup>x</sup>		276.57	8,246.40
11/08/17	Auto Transfer	BANK CREDIT FROM BROKERAGE <sup>x</sup>		31.07	8,277.47
11/15/17	Interest Paid <sup>x,z</sup>	BANK INTEREST		0.70	8,278.17
11/30/17	Auto Transfer	BANK TRANSFER TO BROKERAGE	421.92		7,856.25
<b>Total Activity</b>			<b>421.92</b>	<b>308.34</b>	
<b>Ending Balance<sup>x,z</sup></b>					<b>7,856.25</b>

Bank Sweep: Interest Rate as of 11/30/17 was 0.10%. Your interest period was 10/16/17 - 11/15/17. <sup>z</sup>





## Endnotes For Your Account

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Symbol	Endnote Legend
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- |   |   |
|---|---|
| * | You authorize Schwab to debit your account to pay investment management fees per the authorization you granted in your Account Application. Schwab does not review or monitor these fee payments. Contact your Investment Manager if you have questions.  |
| X | Bank Sweep deposits are held at FDIC-insured bank(s) ("Banks") that are affiliated with Charles Schwab & Co., Inc.  |
| Z | For Bank Sweep and Bank Sweep for Benefit Plans features, interest is paid for a period that differs from the Statement Period. Balances include interest paid as indicated on your statement by Schwab or one or more of its affiliated banks. These balances do not include interest that may have accrued during the Statement Period after interest is paid. The interest paid may include interest that accrued in the prior Statement Period. |
-

**TO:** Mayor Gardner  
City Council Members  
Sand Point Residents

**FROM:** Andy Varner  
City Administrator

**DATE:** December 10, 2017

**SUBJ:** Monthly Report for December 2017



Here is a brief list of items we've been working on since the last report.

### **CITY ADMINISTRATOR**

- The big news for my report, of course, is my pending move from the job of City Administrator. As I've told the Mayor and several Councilmembers, it has been an absolute pleasure to work for this community, and I would happily continue to do so if I only had to take my situation into account. There is a plan in place for Mr Cotten to serve as Interim Manager, with his number one job to find my replacement. Before my departure Lamar and I will meet with several groups that are doing various projects in Sand Point, including the dock, harbor float, airport, ANTHC, and others. I have meetings scheduled with Brooks, our insurance folks, and others at the end of this month.

### **DOCK REPLACEMENT DESIGN**

- Things are still on track with the design, planning for construction bids in late January. Environmental documents are in hand, and they're now awaiting the 408 permit from the Corps of Engineers. DOT should schedule a Plans In Hand review shortly to go over the project schedule. I plan to have Mr Cotten attend that meeting with me.

### **TDX**

- I talked to the person at the Dept of Law Regulatory Affairs & Public Advocacy section that will be presiding over the Sand Point Generating rate case. According to him there will be a rate case hearing in late 2018 (probably October), and in the meantime they'll extensively go through TDX books, interview witnesses, and try to determine the validity of SPG's proposed increase. There may even be a settlement before then. They are also scheduled to have a Customer Input Hearing, which usually involves the RCA travelling out to a community to gather info. But I won't hold my breath for that. In the meantime, RCA approved the interim increase that SPG was asking for, at 15.74%.

### **COMP PLAN UPDATE**

- Things are moving along. I went over the latest draft document with AECOM in early December. Lamar and I will meet with them in early January so he is up to speed and can keep the ball moving.

### **NEW HARBOR FLOATS**

- I met with the AEB and Moffatt and Nichol to go over the latest plans, which are at 90% design. I'll work with the borough on including this project in the next AEB capital funding program. The Borough is doing a planning workshop this week in Anchorage, which I will miss unfortunately.

### **PACIFIC MARINE EXPO**

**City Administrator  
Monthly Report  
December 2017**

- The Boat Show was well attended, and the Mayor, Councilmembers Cumberlidge and Brown, and I met with Trident while in Seattle. We also had a brief meeting with Silver Bay Seafoods, who is once again inquiring about a plant operation in Sand Point.



# SAND POINT DEPARTMENT of PUBLIC SAFETY



Post Office Box 423  
Sand Point, Alaska 99661  
EMAIL: [sppd@arctic.net](mailto:sppd@arctic.net)

## MEMORANDUM

To: Honorable Glen Gardner, Mayor, City of Sand Point  
Mr. Andy Varner, City Administrator, City of Sand Point  
Mr. Danny Cumberlidge, City Councilperson, City of Sand Point  
Mr. Allan Starnes, City Councilperson, City of Sand Point  
Ms. Shirley Brown, 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  
Mr. Emil Mobeck, City Councilperson, City of Sand Point

From: Denise Mobeck, Administrative Assistant

Date: December 8, 2017

Ref: Department of Public Safety's Monthly Report for November 2017

### Police Department

- Hal Henning, Chief of Police
- Brent Nierman, Police Sergeant

#### **Administrative Assistant**

- Denise Mobeck/Day Dispatcher

#### **Dispatchers**

- Anne Christine Nielsen, 911 Dispatcher
- Alfred 'Jesse' Pesterkoff, 911 Dispatcher

## **Police Division Activity**

NOVEMBER 2017

3 cases were generated

- 1 found property
- 1 Probation Violation
- 1 forgery/theft

There were 2 persons jailed

- 1 Violating conditions of release/arrest warrant
- 1 Probation Violation

There were 21 calls to 911

- 1 MOC/clinic needed
- 3 ambulances needed
- 9 mis-dial or hang ups
- 2 airline emergency landing (same incident)
- 1 assault- DV
- 1 theft
- 3 drunken persons removal
- 1 burglary

Other Officer Activity

- Bar checks
- Welfare check
- Report of found drugs
- Paper services
- Building checks
- Courtesy transport
- Drunken persons removal
- Standby at clinic for disruptive patient

## **EMS Division**

**Chief of EMS Division:**

- Denise Mobeck, EMS Chief

**EMS Activity: 5 runs**

Rescue1 transported 4 patients to clinic

Rescue1 transported 1 patient to airport for medevac

Rescue1 and fire standby for airline emergency landing

If anyone is interested in becoming an ambulance driver or a part of the EMS team, please call Denise at 383-3700. Drivers must be at least 21 years of age.

## **Fire Division**

### **Chief of Fire Division:**

- Vacant, administrative duties being fulfilled by police administrative assistant.

### **Fire Activity:**

- Recruitment efforts continue as the department seeks to fill the vacant fire chief position.
- All monthly incident reports were filed with the State Fire Marshal's Office meeting obligations and maintaining agency certification.

## **Chief's Report**

October and November have been a flurry of activity in the rebirth of the Police Department.

**Staffing:** Currently the department consists of myself and Sergeant Brent Nierman working the two week on two week off rotation. As many of you know Officer John Stogner resigned due to a terminal illness shortly after he started. Needless to say, he and his family are going through a lot and we are assisting them in any way we can.

We have extended two offers of employment and both have been accepted for the two open Police Officer positions. We are currently working with these two individuals with one having a projected start date of February 2018 and the other with a projected start date of June 2018. One is Alaska certified and has four years of experience. The other is a 20-year military veteran and will retire in June and join the department. I am currently working with the Veterans Administration to have the Sand Point Police Department certified as a VA/OJT (on-the-job training facility). This is an amazing program that matches eligible veterans with Police Departments. If certified the military will pay the hired veteran's salary (for 3-6 months) through the OJT program to possibly include any academy costs.

In the interim while we are awaiting the start of our two officers we will be hiring temporary officers to help fill vacant shifts as needed.

As you know, I'm requesting approval to add a full-time Investigator to work with WAANT in Anchorage. I currently have a highly qualified individual I'd like to offer the position to if the city chooses to move forward with the proposal. If the city chooses to staff the Investigator position we will receive a portion of seized proceeds upon conviction and surrender of the property. The State has agreed to include the assets seized in the previous cases we have been assisting with over the past few months. This could result in several thousand dollars over the next few years being placed into the Police Department drug forfeiture fund.

**Office update:** The Police Department office is coming along nicely. New high-definition cameras are being installed that will cover perimeter and crucial areas within the department. Sergeant Nierman has been in charge of the evidence room and an audit is being completed. We will be organizing the room for launch of the new records management system in early 2018.

Denise and Sergeant Nierman have been working on populating spreadsheets for the new records management system through the state of Alaska called ARMS. In order to use ARMS we needed a higher speed internet than we currently have. When doing price checks with TelAlaska, and GCI those quotes came to approximately \$6,000 a month.

I have been working with Michael Martinez from DRS over the past several months. DRS currently supplies free internet service to the teen center via satellite. DRS has agreed to donate a higher speed internet to the police department for use with ARMS and APSIN for 12 months at which time it will be reviewed on a year-by-year basis. The one-time cost to the police department will be under \$1,000 for the equipment needed to get the signal from the teen center to the Police Department. DRS will be coming to Sand Point to complete their annual maintenance and will install all the equipment we purchased at no cost to us. We are anticipating having the internet up and running by the end of January 2018.

**Police chief's conference:** Last week I attended the Chiefs Conference in Anchorage. There were several classes on personnel, active shooter, and health and well-being of officers under your command. These were very informative with amazing speakers. I was able to learn many new methods of dealing with and managing employee's health and wellness to help promote a positive atmosphere in the office.

I also met with the Department of Public Safety Director of Dutch Harbor Alaska. He advised that they replaced their electronic fingerprints system (EFS) with a new one last year. They will donate their previous (EFS) to the city of Sand Point. There may be a small cost for software to use the system but it will be far less than the \$6,000+ to purchase a system outright.

The (EFS) system will allow us to get rid of the ink fingerprinting and replace it with an electronic scanner that will then print the fingerprints on to the cards with a printer.

**Drug activity:** As many of you know through press releases on the City and Police Department Facebook pages over the past few months the Police Department and its personnel have been working diligently with WAANT to fight illicit drugs in our community.

Though I cannot get into details, as many of these investigations are still ongoing I can tell you that there have been several arrests and just under 2 pounds of Heroin, Methamphetamine, Cocaine and other substances seized in the past few months. Approximately one-half or more of these substances were seized in route to Sand Point. Thousands of dollars in cash and assets have also been seized as a result of these investigations.

**School:** The Police Department was present in the school for Fire Safety Week, Red Ribbon Day and gave out glow sticks for Halloween. I have been working with the school on securing office space where officers can do reports and work on other school/police related issues. Officers will use the office to work with school staff in a limited School Resource Officer capacity as needed. This will allow the kids and staff to get to know the officers in a positive atmosphere.

Hal S. Henning  
DPS Chief

# PUBLIC WORKS DIRECTOR

No report given at this time.



## October 2017 W&S

### Water system:

- Pulled loose cage off metal water storage tank.
- Helped with Trident repair of water leak under Sand Point Ave. by Triplex. Public Works helped by cutting the asphalt, exposing the leaking pipe and filling in the hole after Allan Starnes with Trident had clamped the leak at a cracked weld with a long stainless-steel clamp. The Trident folks helped a lot too. This was the 10-inch HDPE line providing water to most of Trident housing and the processing plant.

### Sewer system:

- Pumped Russian Town sewer plant each week to remove any build up that might cause pump failure.
- Met with the new ANTHC project engineer, for Sand Point, Benjamin R. Chadwick on the Kelly Avenue outfall line repair project. The construction foreman and one other ANTHC employee came out too. They all were very positive on the plans they had made and figured out a couple of things to simplify connecting and running the outfall line.
- Sent a broken pump in from the Trident L/S in to Alaska Pump for repair.

## Sand Point Boat Harbor report 11/28/2017

All is going okay at the harbor; all the equipment is running fine and being serviced on a regular basis.

Fixed a flat tire on the Gehl.

A tech from Kendrick Equipment arrived on 11/18/17 and made repairs on the AMO 150 boat lift. There are new controls in the cab, old ones were leaking hydraulic oil pretty bad, he changed some break motors and one drive motor, and did some work on the top side of the machine.

Hauled some white metal to the dump from the new harbor.

Made a few dump runs.

Hauled freight around town for a few people.

Crew worked on street lights.

Prepping to install a street light on Mud bay road, the locates have been done. We will need to have TDX (Art) connect the power to the light.

Henry is compiling a list of material that will be needed to complete the wiring of gear shed #2. It is going fine, we will order the materials soon. He finished an inventory of what is gathered for it.

Still hauling and storing boats (end is in sight).

The crew did a real great job hauling and storing boats and keeping an eye on the harbor. Thanks guys.

That is all I have to report.

Richard Kochuten Sr.  
Harbor Master

**STUDENT  
REPRESENTATIVE**

# HEARINGS, ORDINANCES AND RESOLUTIONS

ORDINANCE 2017-06:  
BUDGET AMENDMENT –  
1<sup>ST</sup> READING

# Memo

To: Mayor Gardner  
From: Andy Varner, Administrator  
cc: City Council  
Date: November 28, 2017  
Re: FY18 Budget Amendment - 1<sup>st</sup> Reading

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There are a few changes to highlight in the FY18 budget amendment, as follows:

## General Fund Revenue

- Added \$100,000 in “Other Revenue” in the GF to include the corresponding grant amount from AEB for re-siding the sand storage building at the airport.
- The DOR Shared (Landing) Fish Tax was much higher than anticipated.
- Decreased the “Police Misc” item to reflect a truer picture of COPS grant revenues, as outlined by the Police Chief in his WAANT Investigator report.

## General Fund Expenditures

- Increased the “Equipment” line item to include a new office copier (which amounted to \$8900).
- “Contractual” increased by \$125,000 to include the Frontline Construction contract for re-siding sand shed (see above).
- Police “Contractual” increased by \$20,000. At the time of this report I did not have all the information for this item, which has been expended this fiscal year.
- Fire Department “Equipment” increased by \$14,500. At the time of this report I did not have all the information for this item, which has been expended this fiscal year.
- Public Works “Contractual” and “Repairs” increased by \$45,000 and \$67,500, respectively. At the time of this report I did not have all the information for these items, which have been expended this fiscal year.

## Clinic Fund

- This increase reflects the additional IHS funding for this year. That will also be the amount of funding to budget for in the future.

## Water & Sewer Fund

- We are tracking for fewer user revenues, as reflected. We also received the final portion of the USDA System Planning grant monies.

## Boat Harbor Fund

- Increase under the “Equipment Maintenance” item to include the travel lift tires, as quoted by Kendrick.

Refuse Collection Fund

- We are tracking for fewer user revenues, as reflected.

In summary, this budget amendment accounts for some larger purchases (copier, contracts, tires, etc) and also reflects the increase in Shared Fish Tax revenues. Aside from a bump in the Clinic IHS funds, other revenues remain fairly flat.

Labor costs, for the most part, have been under budget, across all funds. Due to a restricted police force thus far in the year, adding a new investigator position in the police department will not increase the Salaries/Benefits item for the remainder of this fiscal year. However, it will need to be a budgeted position for FY19.

# City of Sand Point



## ORDINANCE 2017-06

### AN ORDINANCE OF THE CITY OF SAND POINT, ALASKA, ADOPTING THE OPERATING BYDGET FOR FY18.

BE IT ORDAINED BY THE SAND POINT CITY COUNCIL:

SECTION 1. Classification: This is a non-code ordinance.

SECTION 2. Effective Date: This Ordinance becomes effective upon adoption.

SECTION 3. Severability: The terms, provisions and sections of this ordinance are severable.

SECTION 4. Content: The operating budget of the Sand Point City Council is adopted as follows:

#### **BUDGET SUMMARY:**

	<b><u>REVENUE</u></b>	<b><u>EXPENDITURES</u></b>
General Fund	\$2,776,269	\$2,815,030
Bingo	\$595,000	\$535,850
Silver Salmon Derby	\$34,000	\$30,000
Clinic Operations	\$62,412	\$36,412
Rock Fund	\$45,000	\$40,500
Water & Sewer Operations	\$267,016	\$267,218
Harbor	\$621,000	\$621,000
Refuse Collection	\$165,000	\$165,850

**PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF  
THE SAND POINT CITY COUNCIL THIS 9<sup>th</sup> DAY OF JANUARY, 2018.**

ATTEST:

\_\_\_\_\_  
Glen Gardner, Jr., Mayor

\_\_\_\_\_  
Shannon Sommer, City Clerk



**CITY OF SAND POINT  
FY18 FINAL BUDGET MENDMENTS**

	FY18 FINAL	FY18 AMEND		
	Budget	Budget		
			<u>\$ Change</u>	<u>% Change</u>
Revenue:				
01-General Fund	2,472,800	2,776,269	303,469	12%
02-Bingo	595,000	595,000	-	0%
03-Silver Salmon Derby	33,000	34,000	1,000	3%
10-Clinic Operations	36,412	62,412	26,000	71%
58-Rock Fund	45,000	45,000	-	0%
61-Water and Sewer Operations	271,500	267,016	(4,484)	-2%
62-Harbor	601,000	621,000	20,000	3%
65-Refuse Collection	168,850	165,500	(3,350)	-2%
<b>Total revenue</b>	<b>4,223,562</b>	<b>4,566,197</b>	<b>342,635</b>	<b>8%</b>
Expenditures:				
01-General Fund	2,581,650	2,815,030	233,380	9%
02-Bingo	535,850	535,850	-	0%
03-Silver Salmon Derby	30,000	30,000	-	0%
10-Clinic Operations	36,412	36,412	-	0%
58-Rock Fund	40,500	40,500	-	0%
61-Water and Sewer Operations	271,500	267,618	(3,882)	-1%
62-Harbor	580,500	590,500	10,000	2%
65-Refuse Collection	168,850	165,850	(3,000)	-2%
<b>Total expenditures</b>	<b>4,245,262</b>	<b>4,481,760</b>	<b>236,498</b>	<b>6%</b>
<b>Projected Surplus/(Deficit)</b>	<b>(21,700)</b>	<b>84,437</b>	<b>106,137</b>	<b>-</b>

**CITY OF SAND POINT - GENERAL FUND REVENUE**

	FY18	FY18 Amend		
	<u>Budget</u>	<u>Budget</u>		
			<u>Change</u>	
Revenue:				
2-Transfer From Reserves	71,400	40,000	(31,400)	
201-Interest Income	10,000	16,000	6,000	
202-Fines and Penalties	2,000	2,000	-	
203-Other Revenue	70,000	170,000	100,000	
205-4% Sales Tax	850,000	850,000	-	
207- Gravel Sales	-		-	
213-2% Raw Fish Tax	620,000	620,000	-	
214-Fine-Late Sales Tax	1,000	1,500	500	
217-7% B&B Tax	14,000	14,000	-	
225-PILT	150,000	150,000	-	
226-Events Revenue	12,000	12,000	-	
230-Donations	2,500	2,500	-	
233-Business License Fee	4,000	4,000	-	
234-State PERS On-Behalf Relief	40,000	40,000	-	
238-Anchorage Office	20,000	20,000	-	
250-DCRA Revenue Sharing	87,700	98,363	10,663	
256-State of Alaska/EMPG	7,500	7,500	-	
260-State Business Licenses	3,500	3,500	-	
265-DCRA Shared Fish Tax	38,000	53,000	15,000	
266-DOR Shared Fish Tax	250,000	458,906	208,906	
285-Equipment Rental	20,000	20,000	-	
291-Building Rentals	140,000	140,000	-	
293-Library Grant	4,200	7,000	2,800	
297-Police Misc	50,000	36,000	(14,000)	
298-EMS Misc	5,000	10,000	5,000	
<b>Total Revenue</b>	<b>2,472,800</b>	<b>2,776,269</b>	<b>303,469</b>	

<b>CITY OF SAND POINT: GENERAL FUND EXPENDITURES 01-1</b>			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	
			<u>Change</u>
Expenditures:			
Legislative			
300-Salaries	42,000	42,000	-
350-Fringe benefits	74,200	74,200	-
400-Travel and per diem	14,000	14,000	-
660-Dues and fees	<u>4,000</u>	<u>3,000</u>	(1,000)
<b>Total legislative</b>	<b><u>134,200</u></b>	<b><u>133,200</u></b>	<b><u>(1,000)</u></b>
Administration:			
300-Salaries	261,650	260,000	(1,650)
330-Cash in Lieu of Health Insurance	81,120	80,000	(1,120)
350-Fringe benefits	68,200	68,200	-
400-Travel and per diem	20,000	18,000	(2,000)
410-Supplies	8,500	8,500	-
420-Fuel	4,000	4,000	-
450-Postage	5,000	5,000	-
485-Telephone	14,000	14,000	-
500-Equipment	5,000	15,000	10,000
510-Freight	3,000	3,000	-
520-Contractual	15,000	140,000	125,000
540-Equipment maintenance	4,000	4,000	-
570- Airport Leases	3,200	3,200	-
610-Professional Services/Audit	43,000	43,000	-
630-Legal	14,000	14,000	-
640-Prop & Liability Insurance	130,000	130,000	-
650-Bank Service Charge	10,000	10,000	-
660-Dues and fees	10,000	10,000	-
670-Elections	800	800	-
700-Transfer To Other Funds	66,350	55,000	(11,350)
710-Anchorage Office	10,000	10,000	-
730-Hospitality	3,000	3,000	-
750-Bond Payment	182,980	182,980	-
760-Donations	12,000	12,000	-
770-Event Costs	10,000	10,000	-
780-Library Grant	<u>2,500</u>	<u>2,500</u>	-
<b>Total administration</b>	<b><u>987,300</u></b>	<b><u>1,106,180</u></b>	<b><u>118,880</u></b>

<b>CITY OF SAND POINT: GENERAL FUND EXPENDITURES 01-2</b>			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	
			<u>Change</u>
Expenditures, continued:			
Parks and recreation:			
300-Salaries	21,500	21,500	-
350-Fringe benefits	2,500	2,500	-
500 Equipment			
<b>Total parks and recreation</b>	<b><u>24,000</u></b>	<b><u>24,000</u></b>	<b><u>-</u></b>
Public safety:			
010-Police:			
300-Salaries	295,000	295,000	-
310-911 Dispatchers	25,000	25,000	-
350-Fringe benefits	97,350	97,350	-
400-Travel and per diem	15,000	18,000	3,000
485-Telephone	9,000	9,000	-
410-Supplies	5,000	5,000	-
500-Equipment	25,000	25,000	-
540-Equipment Maint	10,000	10,000	-
660-Dues and fees	1,500	3,500	2,000
420-Fuel	15,000	15,000	-
510-Freight	1,500		(1,500)
520-Contractual	-	20,000	20,000
<b>Sub-total police</b>	<b><u>499,350</u></b>	<b><u>522,850</u></b>	<b><u>23,500</u></b>

<b>CITY OF SAND POINT: GENERAL FUND EXPENDITURES 01-3</b>			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	
Expenditures, continued:			<u>Change</u>
020-Emergency Services			
320-Volunteer Stipend	9,500	9,500	-
400-Travel/Perdiem	1,200	1,200	-
410-Supplies	2,000	2,000	-
470-Utilities	500	500	-
485-Telephone	3,200	3,200	-
500-Equipment	2,500	2,500	-
510-Freight	500	500	-
520-Contractual	5,000	5,000	-
540-Equipment Maintenance	1,500	1,500	-
560-Equipment Fuel	1,000	1,000	-
660-Dues/Fees	<u>500</u>	<u>500</u>	<u>-</u>
<b>Sub-total EMS</b>	<b><u>27,400</u></b>	<b><u>27,400</u></b>	<b><u>-</u></b>
090-Fire			
300-Salaries	-	-	-
350-Fringe	-	-	-
410-Supplies	1,000	1,000	-
460-Fireboat	500	700	200
470-Utilities	1,500	1,500	-
485-Telephone	750	750	-
500-Equipment	5,500	20,000	14,500
510-Freight	500	2,500	2,000
540-Equipment Maintenance	3,500	3,500	-
560-Equipment Fuel	1,000	1,000	-
660-Dues/Fees	<u>500</u>	<u>500</u>	<u>-</u>
<b>Sub-total fire</b>	<b><u>14,750</u></b>	<b><u>31,450</u></b>	<b><u>16,700</u></b>
<b>Total Public Safety</b>	<b><u>558,200</u></b>	<b><u>566,950</u></b>	<b><u>40,200</u></b>
500-Public works:			
000-General:			
300-Salaries	325,000	325,000	-
350-Fringe benefits	70,600	70,600	-
400-Travel/Perdiem	3,000	3,000	-
410-Supplies	15,000	15,000	-
420-Fuel	40,000	40,000	-
470-Utilities/Street Lights	16,000	16,000	-
485-Telephone	3,000	3,000	-

495-Street lights			-
500-Equipment	25,000	25,000	-
510-Freight	10,000	10,000	-
520-Contractual	5,000	50,000	45,000
540-Equipment maintenance	55,000	55,000	-
560-Equipment fuel	10,000	10,000	-
600-Repairs	7,500	75,000	67,500
660-Dues and fees	500	500	-
<b>Total general public works</b>	<b>585,600</b>	<b>698,100</b>	<b>112,500</b>
800-Facilities			
000-General			
300-Salaries	88,000	88,000	-
350-Fringe benefits	47,000	47,000	-
<b>Total facilities</b>	<b>135,000</b>	<b>135,000</b>	<b>-</b>

<b>CITY OF SAND POINT: GENERAL FUND EXPENDITURES 01-4</b>			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
040-New Clinic			
410-Supplies	300	300	-
510-Freight	300	300	-
600-Repairs and Maintenance	<u>1,000</u>	<u>1,000</u>	<u>-</u>
<b>Total new clinic</b>	<b><u>1,600</u></b>	<b><u>1,600</u></b>	<b><u>-</u></b>
050-Municipal Building			
410-Supplies	12,000	12,000	-
420-Fuel	35,000	35,000	-
470-Utilities	10,000	10,000	-
485-Phone	1,500	1,500	-
500-Equipment	1,500	1,500	-
510-Freight	7,500	7,500	-
540-Equipment Maintenance	1,500	1,500	-
600-Repairs & Maintenance	30,000	25,000	(5,000)
660-Dues/Fees	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total municipal building</b>	<b><u>99,000</u></b>	<b><u>94,000</u></b>	<b><u>(5,000)</u></b>
055-Teen Center			
420-Fuel	4,000	4,000	-
470-Utilities	2,000	2,000	-
600-Repairs & Maintenance	<u>1,000</u>	<u>1,000</u>	<u>-</u>
<b>Total teen center</b>	<b><u>7,000</u></b>	<b><u>7,000</u></b>	<b><u>-</u></b>
060-4 Plex			
410-Supplies	1,000	1,000	-
420-Fuel	12,000	12,000	-
470-Utilities	3,000	3,000	-
500-Equipment	1,000	1,000	-
510-Freight	1,000	1,000	-
600-Repairs & Maintenance	<u>500</u>	<u>500</u>	<u>-</u>
<b>Total 4plex</b>	<b><u>18,500</u></b>	<b><u>18,500</u></b>	<b><u>-</u></b>
070-Employee Housing			
410-Supplies	500	500	-
420-Fuel	5,000	5,000	-
470-Utilities	2,000	2,000	-

500-Equipment	500	500	-
510-Freight	500	500	-
600-Repairs	<u>2,000</u>	<u>2,000</u>	<u>-</u>
<b>Total Employee Housing</b>	<b><u>10,500</u></b>	<b><u>10,500</u></b>	<b><u>-</u></b>
071-City Owned Leased Buildings			
410-Supplies	500	500	-
420-Fuel	10,000	10,000	-
470-Utilities	7,500	7,500	-
510-Freight	500	500	-
600-Repairs	<u>1,500</u>	<u>1,500</u>	<u>-</u>
<b>Total city leased buildings</b>	<b><u>20,000</u></b>	<b><u>20,000</u></b>	<b><u>-</u></b>
085-Ratnet Building			
470-Utilities	<u>750</u>	<u>750</u>	<u>-</u>
<b>Total ratnet building</b>	<b><u>750</u></b>	<b><u>750</u></b>	<b><u>-</u></b>
<b>Total General Fund</b>	<b><u>2,581,650</u></b>	<b><u>2,815,030</u></b>	<b><u>#REF!</u></b>



<b>GAMING FUND 02</b>			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
Revenue:			
203-Other Revenue	5,000	5,000	-
294-Bingo	40,000	40,000	-
295-Pull tab	<u>550,000</u>	<u>550,000</u>	<u>-</u>
<b>Total revenues</b>	<b><u>595,000</u></b>	<b><u>595,000</u></b>	<b><u>-</u></b>
Expenditures: Bingo & Pulltabs			
300-Salaries	36,050	36,050	-
350-Fringe Benefits	4,000	4,000	-
410-Supplies	750	750	-
485-Telephone	1,200	1,200	-
500-Equipment	5,000	5,000	-
510-Freight	350	350	-
650-Bank service charges	3,000	3,000	-
660-Dues and fees	4,000	4,000	-
830-Bingo prizes	35,000	35,000	-
840-Door prizes	3,500	3,500	-
850-Bingo supplies	500	500	-
860-Pull-tab prizes	425,000	425,000	-
870-Pull tab purchases	13,500	13,500	-
880-Pull-tab tax	<u>4,000</u>	<u>4,000</u>	<u>-</u>
<b>Total expenditures</b>	<b><u>535,850</u></b>	<b><u>535,850</u></b>	<b><u>-</u></b>
<b>Projected Surplus/(Deficit)</b>	<b><u>59,150</u></b>	<b><u>59,150</u></b>	<b><u>-</u></b>

<b>SILVER SALMON DERBY FUND 03</b>			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	
			<u>Difference</u>
Revenue:			
03-004-Revenues	30,000	30,000	-
03-230-Donations	<u>3,000</u>	<u>4,000</u>	<u>1,000</u>
<b>Total revenue</b>	<b><u>33,000</u></b>	<b><u>34,000</u></b>	<b><u>1,000</u></b>
Expenditures:			
410-Supplies	20,000	20,000	-
660-Dues/Fees	10,000	10,000	-
760-Donations	-	-	-
800-Prizes	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total expenditures</b>	<b><u>30,000</u></b>	<b><u>30,000</u></b>	<b><u>-</u></b>

DRAFT

<b>CLINIC FUND 10</b>			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	
			<u>Change</u>
Revenue			
257-Revenue Federal	<u>36,412</u>	<u>62,412</u>	<u>26,000</u>
<b>Total revenue</b>	<b><u>36,412</u></b>	<b><u>62,412</u></b>	<b><u>26,000</u></b>
Expenditures:			
520-Contractual	<u>36,412</u>	<u>36,412</u>	<u>-</u>
<b>Total expenditures</b>	<b><u>36,412</u></b>	<b><u>36,412</u></b>	<b><u>-</u></b>

DRAFT

**ROCK FUND 58**

	<u>FY18 Budget</u>	<u>FY18 Amend Budget</u>	<u>Change</u>
Revenue			
207-Gravel Sales	45,000	45,000	
<b>Total revenue</b>	<u><b>45,000</b></u>	<u><b>45,000</b></u>	<u>-</u>
Expenditures:			
540-Equipment Maintenance	1,000	1,000	
826-Blasting/Materials	30,000	30,000	
827-Royalty Payments	<u>9,500</u>	<u>9,500</u>	
<b>Total expenditures</b>	<u><b>40,500</b></u>	<u><b>40,500</b></u>	<u>-</u>
<b>Projected Surplus/(Deficit)</b>	<u><b>4,500</b></u>	<u><b>4,500</b></u>	<u>-</u>

<b>WATER &amp; SEWER FUND 61</b>			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	
			<u>Change</u>
Revenue:			
202-Fines and Penalties	2,500	2,500	-
206-User Fees water/sewer	210,000	200,000	(10,000)
235-Transfer from GF	59,000	41,000	(18,000)
243-USDA Grant	-	23,516	23,516
<b>Total revenues</b>	<b>271,500</b>	<b>267,016</b>	<b>(4,484)</b>
Expenditures:			
300-Salaries	95,000	95,000	-
350-Fringe (Employee) Benefits	28,500	30,000	1,500
400-Travel and per diem	9,000	11,500	2,500
410-Supplies	45,000	40,000	(5,000)
420-Fuel	18,000	18,000	-
470-Utilities	15,000	15,000	-
485-Telephone	4,000	4,000	-
500-Equipment	8,000	8,000	-
510-Freight	10,000	10,000	-
520-Contractual (USDA)		118	118
540-Equipment maintenance	15,000	15,000	-
557-Overpayments on account	1,000	1,000	-
560-Equipment Fuel	1,500	1,500	-
600-Repairs & Maintenance	15,000	12,000	(3,000)
660-Dues and fees	6,500	6,500	-
<b>Total expenditures</b>	<b>271,500</b>	<b>267,618</b>	<b>(3,882)</b>
<b>Projected Surplus/(Deficit)</b>	<b>-</b>	<b>(602)</b>	<b>(602)</b>

<b>BOAT HARBOR FUND 62</b>			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	
			<u>Change</u>
<b>Revenue:</b>			
201-Interest	5,000	5,000	-
203-Other Revenue	-	-	-
210-Moorage	215,000	225,000	10,000
211-Haulout (Travel Lift)	95,000	95,000	-
212-Harbor Rents/Leases	85,000	85,000	-
215-Wharfage	85,000	90,000	5,000
219-Elec Service Fee	8,000	8,000	-
220-Electric Deposit	2,000	2,000	-
221-Van Storage	22,000	22,000	-
222-Electricity Stalls	35,000	35,000	-
223-Electricity-Uplands	4,000	4,000	-
224-Locker Rentals	15,000	15,000	-
237-Harbor Storage	5,000	5,000	-
285-Equipment Rental	25,000	30,000	5,000
<b>Total revenue</b>	<b>601,000</b>	<b>621,000</b>	<b>20,000</b>
<b>Expenditures:</b>			
300-Salaries	288,000	288,000	-
350-Fringe (Employee) Benefits	110,000	110,000	-
400-Travel and Per Diem	3,000	3,000	-
410-Supplies	7,000	7,000	-
420-Fuel	12,500	12,500	-
470-Utilities	75,000	75,000	-
485-Telephone	4,000	4,000	-
500-Equipment	10,000	10,000	-
510-Freight	5,000	5,000	-
520-Contractual	8,000	8,000	-
540-Equipment Maintenance	40,000	50,000	10,000
560-Equipment Fuel	5,000	5,000	-
600-Repairs	12,500	12,500	-
660-Dues and fees	500	500	-
<b>Total expenditures</b>	<b>580,500</b>	<b>590,500</b>	<b>10,000</b>
<b>Projected Surplus/(Deficit)</b>	<b>20,500</b>	<b>30,500</b>	<b>10,000</b>

REFUSE COLLECTION FUND 65			
	FY18	FY18 Amend	
	<u>Budget</u>	<u>Budget</u>	
			<u>Change</u>
Revenue:			
202-Fines and Penalties	1,500	1,500	-
204-User Fees refuse	160,000	150,000	(10,000)
235-Transfer In	<u>7,350</u>	<u>14,000</u>	<u>6,650</u>
<b>Total revenue</b>	<b><u>168,850</u></b>	<b><u>165,500</u></b>	<b><u>(10,000)</u></b>
Expenditures: Refuse			
300-Salaries	100,000	100,000	-
350-Fringe (Employee) Benefits	25,000	25,000	-
400-Travel/Perdiem	1,000	1,000	-
410-Supplies	15,000	12,000	(3,000)
420-Fuel	3,000	3,000	-
500-Equipment	2,000	2,000	-
510-Freight	2,000	2,000	-
540-Equipment maintenance	5,000	5,000	-
560-Equipment fuel	10,000	10,000	-
660-Dues and fees	<u>500</u>	<u>500</u>	<u>-</u>
<b>Total expenditures ops</b>	<b><u>163,500</u></b>	<b><u>160,500</u></b>	<b><u>(3,000)</u></b>
Expenditures: Recycle Center			
410-Supplies	500	500	-
420-Fuel	250	250	-
470-Utilities	4,000	4,000	-
510-Freight	100	100	-
600-Repairs	<u>500</u>	<u>500</u>	<u>-</u>
<b>Total expenditures ops</b>	<b><u>5,350</u></b>	<b><u>5,350</u></b>	<b><u>-</u></b>
<b>Total expenditures ops(combined)</b>	<b>168,850</b>	<b>165,850</b>	<b>(3,000)</b>
<b>Projected Surplus/(Deficit)</b>	<b><u>-</u></b>	<b><u>(350)</u></b>	<b><u>(7,000)</u></b>

ORDINANCE 2017-07:  
PERMANENT FUND  
RESERVE ACCOUNT  
DEPOSIT – 1<sup>ST</sup> READING



# Memo

To: Mayor Gardner  
From: Andy Varner, Administrator  
cc: City Council  
Date: November 28, 2017  
Re: Permanent Fund Deposit- 1<sup>st</sup> Reading

---

Sand Point City Code calls for an ordinance from the Council in order to contribute to the PF reserve account, which the Council established with Alaska Permanent Capital Management. This deposit will be for \$200,000, the amount of the final Alaska USA CD account the City has. It matures this month.

# City of Sand Point



## ORDINANCE 2017-07

### AN ORDINANCE OF THE CITY OF SAND POINT, ALASKA, APPROVING A DEPOSIT IN THE AMOUNT OF \$200,000 INTO THE CITY PERMANENT FUND RESERVE ACCOUNT.

#### BE IT ORDAINED BY THE SAND POINT CITY COUNCIL:

SECTION 1. Classification: This is a non-code ordinance.

SECTION 2. Effective Date: This Ordinance becomes effective upon adoption.

SECTION 3. Severability: The terms, provisions and sections of this ordinance are severable.

SECTION 4. Content: SPCO § 5.70.020(d) states that contributions made to the City's Permanent Fund Reserve Account must be done so by City Council Ordinance. The Sand Point City Council approves an appropriation in the amount of \$200,000 into the City Permanent Fund Account.

**PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE SAND POINT CITY COUNCIL THIS 9<sup>th</sup> DAY OF JANUARY, 2018.**

ATTEST:

\_\_\_\_\_  
Glen Gardner, Jr., Mayor

\_\_\_\_\_  
Shannon Sommer, City Clerk

1<sup>st</sup> Reading and Introduction      December 12, 2017  
2<sup>nd</sup> Reading and Adoption        January 9, 2017

**RESOLUTION 17-07: FY18  
SHARED FISHERIES  
BUSINESS TAX PROGRAM**



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

Department of Commerce, Community,  
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

455 3<sup>rd</sup> Avenue, Suite 140  
Fairbanks, Alaska 99701-4737  
Main: 907.451.2718  
Programs fax: 907.451.2742

**RECEIVED**

NOV 16 2017

*Handwritten signature*

**City of Sand Point**

November 13, 2017

Dear Municipal Official:

The Department of Commerce, Community, and Economic Development is pleased to announce availability of the **FFY 2018 Shared Fisheries Business Tax Program**. The purpose of the program is to allocate a share of state fish tax collected outside municipal boundaries with municipalities that have been affected by fishing industry activities. Municipalities around the state will share approximately \$1.6 million based on 2016 fisheries activity as reported by fish processors on their fish tax returns. Details of how the program works are included in the application under *Program Description*.

Historically, your municipality along with the other communities in your fisheries management area (FMA) has filed using the alternative method. I have attached a separate sheet that details the communities that are in your FMA, as well as the anticipated payment based on your agreed upon allocation method from last year. If this agreement is still in place with your FMA, you will only need to have your Council/Assembly pass the enclosed alternative method sample resolution in order to participate in the program.

If your FMA intends to change the alternative method of allocation, the new proposal must be submitted to our office no later than **January 15, 2018**. If an agreement cannot be made with all communities in your FMA, you will need to file using the standard method and claim your significant effects. Instructions on both of these methods are detailed in the application packet.

**DEADLINE FOR SUBMISSION OF COMPLETED APPLICATION IS  
FEBRUARY 15, 2018.**

Applications can be scanned and emailed to [caa@alaska.gov](mailto:caa@alaska.gov) with the subject line "Municipality Name, FY18, SFBT". If you have any questions about the program or require assistance in completing the application, please contact me at [kimberly.phillips@alaska.gov](mailto:kimberly.phillips@alaska.gov) or call (907) 451-2718.

Sincerely,

Kimberly Phillips  
Grants Administrator II

Enclosures

**FMA 3: Alaska Peninsula Area**

<i>Alternative Method*</i>	Total allocation: \$168,470.93	40% Divided \$67,388.37	60% per capita \$101,082.56	Calculated Allocation
Community	Population	40% divided share	60% per capita share	
AEB	3	\$9,626.91	\$137.90	\$9,764.81
Cold Bay	59	\$9,626.91	\$2,712.08	\$12,338.99
False Pass	73	\$9,626.91	\$3,355.63	\$12,982.54
King Cove	923	\$9,626.91	\$42,428.01	\$52,054.92
LPB	100	\$9,626.91	\$4,596.75	\$14,223.66
Port Heiden	98	\$9,626.91	\$4,504.82	\$14,131.73
Sand Point	943	\$9,626.91	\$43,347.36	\$52,974.27
Totals	2,199	\$67,388.37	\$101,082.56	\$168,470.93
Community Count	7			

\* All municipalities share equally 40% of allocation; all share remaining 60% on a per capita basis.

\*\* AEB pop = Borough (2969) - Cities of Cold Bay, False Pass, King Cove, Sand Point and Akutan

\*\*\* Lake & Pen. Borough population = 100 as per resolutions

# Memo

To: Mayor Gardner  
From: Andy Varner, Administrator  
cc: City Council  
Date: November 28, 2017  
Re: Shared Fisheries Business Tax Application

---

The purpose of the Shared Fisheries Business Tax Program is to provide for an annual sharing of fish tax collected outside municipal boundaries to municipalities that can demonstrate they suffered significant effects from business activities. Because it takes a lot of time and effort, not to mention guesswork, to determine these effects, our City and the other municipalities within the Borough and surrounding areas always submit an “Alternative Method” to calculate what our portion should be resulting from industry effects. As with other years, it simply takes a council resolution from each affected municipality in a Fisheries Management Area to constitute an application for this program.

I recommend approval.

## City of Sand Point



### RESOLUTION 17-07

**A RESOLUTION OF THE CITY OF SAND POINT ADOPTING THE ALTERNATIVE ALLOCATION METHOD FOR THE FY17 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN THE ALASKA PENINSULA FISHERIES MANAGEMENT AREA (FMA 3)**

**WHEREAS**, AS 29.60.450 requires that for a municipality to participate in the FY18 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community and Economic Development that the municipality suffered significant effects during the calendar year 2015 from fisheries business activities; and,

**WHEREAS**, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community and Economic Development; and,

**WHEREAS**, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and,

**WHEREAS**, the City of Sand Point proposes to use an alternative allocation method for allocation of the FY18 funding available within the FMA3: Alaska Peninsula Fisheries Management Area in agreement with all other municipalities in this area participating in the FY18 Shared Fisheries Business Tax Program;

**NOW THEREFORE, BE IT RESOLVED THAT:** the City of Sand Point, by this resolution, certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2016 fisheries business activity in the FMA 3: Alaska Peninsula Fisheries Management Area.

**ALTERNATIVE ALLOCATION METHOD:** All municipalities share equally 40% of the allocation; the remaining 60% of the funding is shared among the communities on a per capita basis. Whereby the Aleutians East Borough population is reduced by the population of the cities

of Cold Bay, False Pass, King Cove, Sand Point and Akutan and with the mutually agreed upon population count for the Lake and Peninsula Borough (100).

**PASSED AND APPROVED BY A DULY CONSTITUTED QUORUM OF THE CITY COUNCIL  
FOR THE CITY OF SAND POINT ON THIS 12<sup>th</sup> DAY OF DECEMBER 2017.**

**CITY OF SAND POINT**

---

Glen Gardner Jr., Mayor

**ATTEST:**

---

Shannon Sommer, City Clerk



# OLD BUSINESS

# AIRPORT CERTIFICATION

Postponed.

# NEW BUSINESS

October 18, 2017



**BOYS & GIRLS CLUBS**  
ALASKA

To Our Valued Community Members,

The Sand Point Boys & Girls Club has provided a safe place for kids to learn and play for the past 11 years. The Club currently serves a total of 35 members; and on average, 29 kids per day walk through the Club's doors to get help with homework, participate in academic enrichment activities, and have fun with their friends.

For the past three years, the Club in Sand Point, as well as 16 others throughout the state, has been funded with federal grant money from the Alaska Native Education Program. The Alaska Native Education Program provided the organization with over \$1,000,000 each year to run our rural clubhouses. The grant concluded in July, and we reapplied for the funding, but unfortunately, two weeks ago, we were informed our application was rejected.

This leaves the organization with a large hole in the budget, and more importantly, it leaves the Sand Point Clubhouse with a shortfall. We are applying for other grants, but without help from the community, we will be forced to close the Club for the remainder of the year. We are asking for \$10,000 to help pay wages, buy supplies, and keep the Club open for the next two and a half months, while we work to secure additional funding.

The generosity and commitment to community of people like you has enabled Boys & Girls Clubs to meet the needs of Alaska's youth since 1966. Please consider helping us continue our mission in Sand Point.

Call Guy Klabunde at 907-770-7322 or email [gklabunde@bgcalaska.org](mailto:gklabunde@bgcalaska.org) with any questions.

With gratitude for your continued support,

**Alana Humphrey**  
Chief Executive Officer

**Main Office**

2300 W. 36th Avenue  
Anchorage, Alaska 99517  
Tel: 907-248-5437  
Fax: 907-770-7345  
[www.bgcalaska.org](http://www.bgcalaska.org)  
Facebook: Boys & Girls Clubs – Alaska  
Twitter: @BGCAAlaska

**Chief Executive Officer**

Alana Humphrey  
Tel: 907-770-7349  
Fax: 907-770-7345  
[ahumphrey@bgcalaska.org](mailto:ahumphrey@bgcalaska.org)

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Hollis French, State of Alaska  
Cheri Gillian, First National Bank Alaska  
Brandon Hughes, Wells Fargo  
Chun Jang, ASRC  
Elisha Martin, Coldwell Banker Commercial  
Reed Massey, Tesoro Alaska  
Kathleen Redmond, Alaska Communications  
Kyle Rogers, Alaska Industrial Hardware  
Starkey Saindon, The Odom Corporation  
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Bryan Quinn, Capital Office

\* Past Chairs, Board of Directors

**GREAT FUTURES START HERE.**

City of Sand Point  
PO Box 249  
Sand Point, AK 99661 (907) 383-2696

**Building Permit Application**

Owner/Applicant: Amy Eubank

Address: P.O. Box 471 Sand Point, Ak 99661

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

Legal Description:  
Tract 27C Block P 96 Lot 23 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 \_\_\_\_\_

<b>RESIDENTIAL:</b>	<b>COMMERCIAL:</b>
<input checked="" type="checkbox"/> Single Family	<input type="checkbox"/> General Commercial
<input type="checkbox"/> Mobile Home	<input type="checkbox"/> Neighborhood Commercial
<input type="checkbox"/> Multi Family	<input type="checkbox"/> Heavy Industrial
<input type="checkbox"/> Light Industrial	

Main Dwelling will be as follows:    Number of Units: \_\_\_\_\_

Height: \_\_\_\_\_    Description of Use: \_\_\_\_\_

Setbacks:                            **Type of Construction:**  
Front yard setback \_\_\_\_\_ ft.     Wood frame

Side yard setback \_\_\_\_\_ ft.     Masonry

Backyard setback \_\_\_\_\_ ft.     Other: \_\_\_\_\_

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:     Date: 11/1/17

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: \_\_\_\_\_

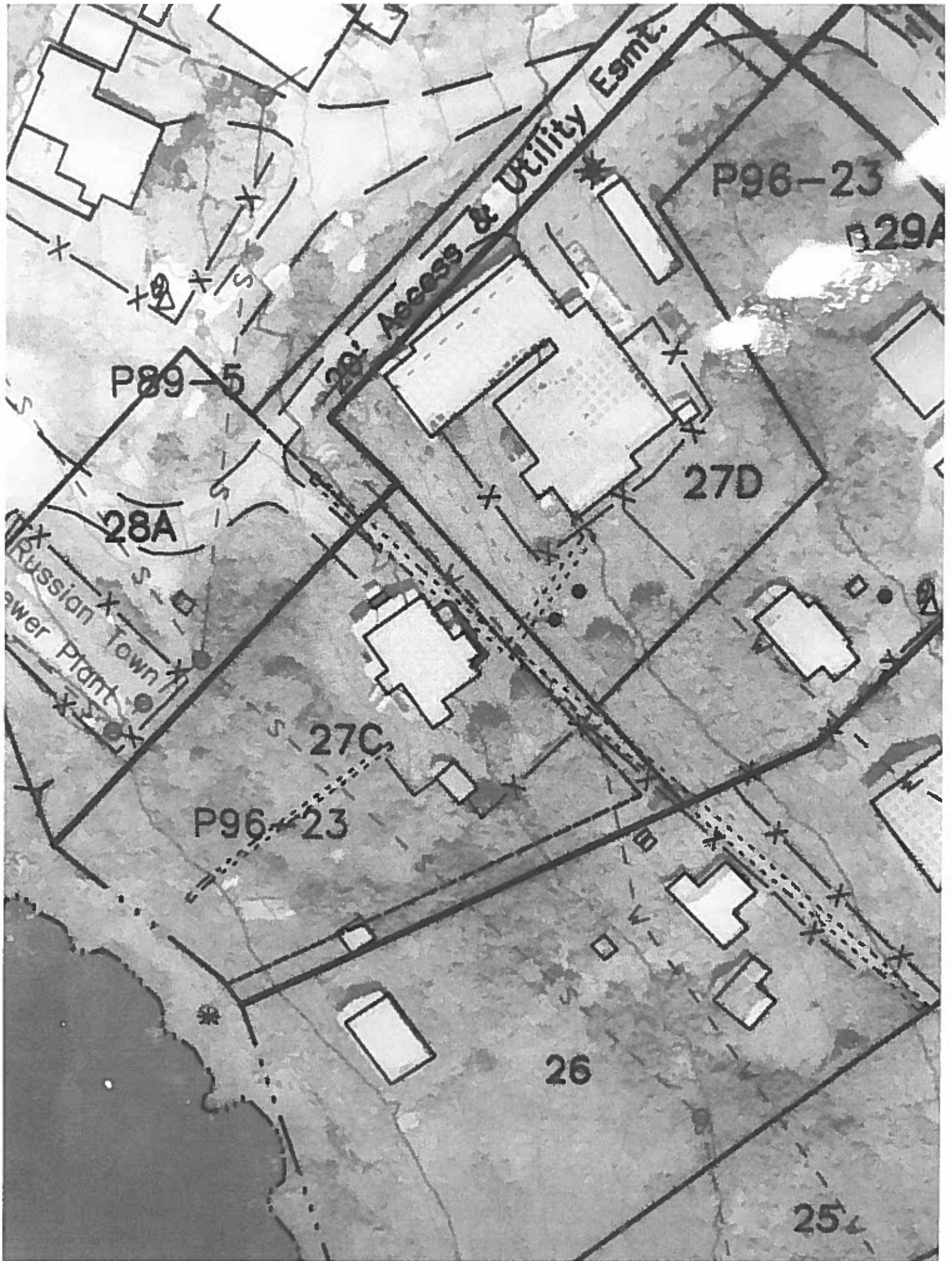
Title: \_\_\_\_\_    Expiration: \_\_\_\_\_

City of Sand Point  
PO Box 249  
Sand Point, AK 99661 (907) 383-2696

I'm adding to my Coor Door/mud  
room. Currently my mud  
room is 12x28 I want it to  
be 14x28. My current mud  
room is rotten.

By: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Expiration: \_\_\_\_\_



# 2018 LEASE RENEWALS



# Memo

To: Mayor Gardner  
From: Andy Varner, Administrator  
cc: City Council  
Date: November 30, 2017  
Re: 2018 Lease Renewals

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There are minimal changes to the 2018 leases. General Dynamics' lease will increase from \$250/mo to \$450/mo, and it's been \$675/mo from October – December while they have expanded their space near the public works shop.

Trident now leases lots #3-4 in the harbor, a change from last year. The bigger lot sizes lead to a monthly lease payment of \$7,700, up from \$6,000/mo previously. In our meeting with them in Seattle we tried to convince them to take on lot #5, too; it's still a possibility.

The City now has some available residential space to lease with the police officers sharing the Mud Bay house.

## 2018 City of Sand Point Leases

	Sq. Ft	Price	Total	Frequency
<b>AIRPORT LEASES</b>				
		(Sq. Ft)		
Paul Gundersen III	?		<b>\$400.00</b>	Monthly
CopperBank	2475	\$0.10	<b>\$247.50</b>	Monthly
			<b>\$647.50</b>	
<b>OFFICE LEASES</b>				
Alaska Court System-State of Alaska	644		<b>\$966.00</b>	Monthly
Aleutian Pribilof Island Association	270	\$1.50	<b>\$ 405.00</b>	Monthly
KSDP	693	\$0.75	<b>\$ 1,039.50</b>	Monthly
Pauloff Harbor Tribe	1035.5	\$1.50	<b>\$ 1,553.25</b>	Monthly
Women's Club	269	\$0.00	<b>\$ -</b>	Monthly
Qagan Tayagungin Tribe	1023.5	\$1.50	<b>\$ 1,535.25</b>	Monthly
Aleut Marine Mammal Commission	286	\$1.50	<b>\$ 429.00</b>	Monthly
<i>Vacant</i>	88	\$1.50	<b>\$ 132.00</b>	Monthly
Pauloff Harbor Tribe (1A)	80	\$1.50	<b>\$120.00</b>	Monthly
			<b>\$6,180.00</b>	
<b>OLD CLINIC LEASES</b>				
Kyoung AE Morales	579	\$1.50	<b>\$868.50</b>	Monthly
Agate Pull Tabs- QTT	170		<b>\$350.00</b>	Monthly
<i>Vacant</i>	120		<b>\$225.00</b>	Monthly
<i>Vacant</i>	120		<b>\$225.00</b>	Monthly
<i>Vacant</i>	120		<b>\$225.00</b>	Monthly
Aleutia, Inc.	?		<b>\$400.00</b>	Monthly
<i>Vacant</i>	120		<b>\$225.00</b>	Monthly
			<b>\$2,518.50</b>	
<b>OTHER</b>				
General Dynamics AIS	1800	\$0.25	<b>\$450.00</b>	Monthly
Teen Center	120	\$0.00	<b>\$1.00</b>	Yearly
			<b>\$451.00</b>	
<b>HARBOR LOT LEASES</b>				
Bob Barnett	2500	\$0.10	<b>\$ 250.00</b>	Monthly
Bravo Boat Shop	1400	\$0.25	<b>\$ 350.00</b>	Monthly
Fleetwelding Service	5907	\$0.10	<b>\$ 590.70</b>	Monthly
Harbor Café	2516	\$0.10	<b>\$ 251.60</b>	Monthly
Trident Seafoods	2.31 acres	\$0.10	<b>\$7,700.00</b>	Monthly
			<b>\$28,736.30</b>	
<b>HARBOR GEAR SHED #1</b>				
		<b>LOCKER #</b>	<b>Amount</b>	
Anette Galovin		1	<b>\$300.00</b>	Annually
Holmberg Fisheries Inc, John H. Jr.		2	<b>\$300.00</b>	Annually

Dwain Foster, Sr.		3	\$300.00	Annually
F/V Aleut Warrior-Dwain Foster, Sr.		4	\$300.00	Annually
Robin Larsen		5	\$300.00	Annually
Melvin Larsen		6	\$300.00	Annually
Bob Barnett		7	\$300.00	Annually
Ben Mobeck, Sr.		8	\$300.00	Annually
Drew Sparlin		9	\$300.00	Annually
John Galvin		10	\$300.00	Annually
<b>City Harbor</b>		11		
John Foster		12	\$300.00	Annually
Raymond Nutt		13	\$300.00	Annually
William Dushkin Sr.		14	\$300.00	Annually
Mark Wagner-Challenger Fisheries		15	\$300.00	Annually
Dean Pedersen		16	\$300.00	Annually
Rodney Osterback		17	\$300.00	Annually
Dorothy McCullum		18	\$300.00	Annually
Jack Foster, Jr.		19	\$300.00	Annually
Louis (Buddy) Berntsen		20	\$300.00	Annually
			<b>\$5,700.00</b>	
<b>HARBOR GEAR SHED #2</b>				
Paul Gundersen Jr.		1	\$300.00	Annually
Duke Ogata		2	\$300.00	Annually
Bruce Foster, Jr.		3	\$300.00	Annually
Louie McGlashan		4	\$300.00	Annually
Arlene Gundersen		5	\$300.00	Annually
Patrick Brown		6	\$300.00	Annually
David Osterback		7	\$300.00	Annually
<b>City</b>		8	\$300.00	Annually
George Gundersen		9	\$300.00	Annually
Joey Axel		10	\$300.00	Annually
Jon Bruneau		11	\$300.00	Annually
John Foster		12	\$300.00	Annually
Wilbur McGlashan		13	\$300.00	Annually
William Dushkin Sr.		14	\$300.00	Annually
Donald Eubank		15	\$300.00	Annually
Art Holmberg		16	\$300.00	Annually
Dave Adams		17	\$300.00	Annually
Dick Jacobsen		18	\$300.00	Annually
Danny Cumberlidge		19	\$300.00	Annually
Kim Gundersen		20	\$300.00	Annually
Dwain Foster Jr.		21	\$300.00	Annually
Louis (Buddy) Berntsen		22	\$300.00	Annually
Paul Gronholdt		23	\$300.00	Annually
John Galvin		24	\$300.00	Annually
Jack Berntsen		25	\$300.00	Annually
Rick Eastlick		26	\$300.00	Annually

Martin Gundersen		27	<b>\$300.00</b>	Annually
Dale Pedersen		28	<b>\$300.00</b>	Annually
Paul Holmberg		29	<b>\$300.00</b>	Annually
John Gardner		30	<b>\$300.00</b>	Annually
Peter Shuravloff		31	<b>\$300.00</b>	Annually
Taylor Lundgren		32	<b>\$300.00</b>	Annually
			<b>\$9,600.00</b>	
<b>RESIDENTIAL LEASES</b>		<b>LOCATION</b>	<b>AMOUNT</b>	
Dave Stokes		Main St. House	\$0.00	Monthly
Police Officers		Mudbay House	\$0.00	Monthly
Eastern Aleutian Tribes		4-plex #1 & #3	\$1,800.00	Monthly
<i>Vacant</i>		4-plex #2	\$800.00	Monthly
<i>Vacant</i>		4-plex #4	\$800.00	Monthly
			<b>\$3,400.00</b>	

# KENDRICK EQUIPMENT QUOTE

# Memo

To: Mayor Gardner  
From: Andy Varner, Administrator  
cc: City Council  
Date: November 30, 2017  
Re: Kendrick Quote for Travel Lift Tires

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The quote from Kendrick Equipment is for a set of replacement tires and components for the 150 ton travel lift.

The \$16,662 would come from the Harbor Equipment Maintenance line item in the budget, which was increased to \$40,000 this year.

As we all know the travel lift is one of most critical pieces of equipment in the City, and it's imperative we maintain it. I recommend approval.

# Kendrick Equipment (USA), LLC

1609 Central Ave South, Unit# 20  
 Kent, Wa., 98032  
 Tel.# 1.866.744.9921  
 Fax.# 604.940-9912

# REVISED QUOTATION

**SOLD TO:**

City of Sand Point  
 P.O. Box 249  
 Sand Point, AK  
 99661

**NUMBER** 2017/11/09  
**DATE** November 9, 2017  
**PURCHASE ORDER NO.**  
**TERMS** Net on Receipt  
**SALES PERSON** Greg Waller  
**SHIPPED VIA**  
**F.O.B.** Sturgeon Bay, WI

**SHIPPED TO:**

City of Sand Point  
 P.O. Box 249  
 Sand Point, AK  
 99661  
 Richard K.  
 #907-393-2696

QTY	DESCRIPTION	PRICE	AMOUNT
	<b>Marine Travelift 150 AMO, s/n# 1777-682</b>		
6	607846 Tire Tube	88.78	532.68
6	601734 Tire Flap	82.44	494.64
4	701642 Valve Closure Slot Assy	26.52	106.08
8	700959 Lug Tire	1611.11	12888.88
6	1010629 Wheel Flange Inbound Freight (TBD)	440.00	2640.00
		<b>SUB TOTAL</b>	\$ 16,662.28
		STATE TAX	0.00
		LOCAL TAX	0.00
		<b>TOTAL DUE</b>	<b>\$ 16,662.28</b>
			<b>US DOLLARS</b>

THANK YOU FOR YOUR BUSINESS!

# PHONE / INTERNET SYSTEM



# **Avaya IP Office Phone System**

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**City of Sand Point  
Sand Point, Alaska**

**TelAlaska**

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Interior Telephone Company

## **Proprietary Notice**

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---

## Recommendation:

---

# Avaya IP Office Phone System

After conducting a site survey, and a thorough evaluation of the needs for the City of Sand Point, TelAlaska is pleased to recommend the Avaya IP Office System to replace your existing phone system. Why the Avaya IP Office Phone System?

Successful businesses are always looking for new ways to do more with less. This includes keeping current with today's technology, having the ability to adjust as needs change, and having the ability to be innovative and competitive without driving up operating costs and capital expenses. TelAlaska can offer you a solution that meets all of these needs with the Avaya IP Office phone system.

The Avaya IP Office is the right choice whether you have 5, 25, or 250 employees. You may just be getting started, already established, have a single office or multiple locations. The Avaya IP Office phone system unifies your communications and can easily adapt to give your employees all the communication capabilities they need.

Along with being feature rich the Avaya IP Office is easy to use and manage. It provides you with:

- Built-in Resiliency:** For businesses with more than one location, IP Office can deliver continuous operation.
- Advanced, Remote Diagnostics:** IP Office proactively identifies potential problems before they cause an outage or business disruption.
- Proactive Alarming:** Be alerted to system problems in the way that works best for you—IP Office can e-mail system alarms from any of your locations.

So as you can see the Avaya IP Office is feature rich, easy to use, and flexible enough to meet your current and future needs.

---

## Description, Options, & Labor Estimate

---

Our proposal includes pricing for an Avaya IP Office Phone System with embedded Voice Mail. There are 14 phones. This proposal would use your existing phone lines for dial tone and the phones are digital. During the site survey it was indicated that a cordless phone would want to be added as an extension in the City Administration Office. This is included as the D100 IP DECT Base Station and D160 IP DECT Handset. The cordless phone is IP based and will fully function with the phone system. Additional cordless phones can be added to this at another

time if necessary. A wall mount for the kitchen phone is also included in the quote.

In addition to the Avaya IP Office system we would recommend the purchase of Avaya's IP Office Support Services (IPOSS).

The Avaya IPOSS Support Services provides technical support for both software and hardware during standard 8x5 Monday-Friday hours for a 3 Year Period with the option to renew. It also includes access to major software upgrades to keep your system current, access to minor software releases, service packs and the Avaya support site tools. The proposed price is in the Design and Cost section of this proposal. Please understand that this support service does not include the labor to have a TelAlaska technician trouble shoot and/or install software updates.

The above recommendation is optional and not included in the Estimated Grand Total. If you would like to purchase the Avaya Support Service please initial in the line next to the item.

There is also material pricing included for patch cords that are needed to install the new phone system.

**Labor:**

The labor used in the pricing section of this proposal is an estimate of the amount of time our technician thinks it will take to program, install, and test the new phone system as well as train you how to use it. It is an estimate and you will only be charged for the amount of time it takes. If the labor hours are less than estimated that is what you will be charged. If once started we discover that it may take more labor hours than expected, we will discuss this with you and get your approval before moving forward.

Thank you for the opportunity to serve your telecommunications requirements. We will work with the City of Sand Point to incorporate any last minute changes or requests. We do have technicians that are trained on the Avaya IP Office Phone System that can respond to any issues that may arise.

# DESIGN AND COST

City of Sand Point

Prepared by: Kim Thompson  
Phone: 550-1631

## Avaya IP Office with Embedded Voice Mail

### EQUIPMENT:

- IP500 V2 Control Unit
- IP500 V2 System SD Card
- IP Office R9.1 Essential Edition
- IPO IP500 v2 Combo Card ATM (Qty 2)
- IPO/B5800 IP500 EXTN Card Digital Station 8
- IPO R9 AV IP End Point 1 ADI LIC
- D100 IP DECT Base Station
- D160 IP DECT Handset
- IPO IP500 Phone System Rack Mounting Kit
- 9508 Digital Phone (Qty 14)
- Add-On 12 Button Module (Qty 2)
- 9500 Series Phone Wall Mount
- Power Cords, Power Injector
- Patch Cords (Qty 40)

Total Equipment Cost:	\$ 8,615.00
Labor:	\$ 3,000.00
Shipping:	\$ 150.00
<b>Estimated Grand Total</b>	<b>\$ 11,765.00</b>

### Additional Option Items:

	Avaya IPOSS 3-Year Support Services	\$ 1,261.00
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- ❖ All prices, rates and conditions herein are based on current equipment prices and are subject to change after 30 days.
- ❖ These prices do not include any additional wiring or jacks. If additional wiring is needed, we will need to do an on-site survey to estimate the time.
- ❖ Prices do not include any applicable local or borough taxes.
- ❖ A deposit may be required.
- ❖ Labor costs are only estimates. You will be billed on the actual time of the installation.



201 E. 56<sup>th</sup> Ave.  
Anchorage AK 99518  
907-563-2003



# **Avaya IP Office Phone System**

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**City of Sand Point  
Sand Point, Alaska**

**TelAlaska**

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Interior Telephone Company

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## Description, Options, & Labor Estimate

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Our proposal includes pricing for an Avaya IP Office Phone System with embedded Voice Mail. There are 14 phones. This proposal would use a Fractional PRI circuit for dial tone and the phones are digital. A PRI Circuit has Caller ID built into it and Direct Inward Dial Numbers are available for each extension. During the site survey it was indicated that a cordless phone would want to be added as an extension in the City Administration Office. This is included as the D100 IP DECT Base Station and D160 IP DECT Handset. The cordless phone is IP based

and will fully function with the phone system. Additional cordless phones can be added to this at another time if necessary. A wall mount for the kitchen phone is also included in the quote.

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There is also material pricing included for patch cords that are needed to install the new phone system.

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# DESIGN AND COST

City of Sand Point

Prepared by: Kim Thompson  
Phone: 550-1631

## Avaya IP Office with Embedded Voice Mail

EQUIPMENT:

- IP500 V2 Control Unit
- IP500 V2 System SD Card
- IP Office R9.1 Essential Edition
- IPO IP500 v2 Combo Card ATM
- IPO/B5800 IP500 EXT Card Phone 2
- IPO/B5800 IP500 EXTN Card Digital Station 8
- IPO/IP500 PRI Trunk Card
- IPO R9 AV IP End Point 1 ADI LIC
- D100 IP DECT Base Station
- D160 IP DECT Handset
- IPO IP500 Phone System Rack Mounting Kit
- 9508 Digital Phone (Qty 14)
- Add-On 12 Button Module (Qty 2)
- 9500 Series Phone Wall Mount
- Power Cords, Power Injector
- Patch Cords (Qty 40)

Total Equipment Cost:	\$ 9,122.00
Labor:	\$ 3,000.00
Shipping:	\$ 150.00
<b>Estimated Grand Total</b>	<b>\$ 12,272.00</b>

Additional Option Items:

_____ Avaya IPOSS 3-Year Support Services	\$ 1,261.00
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- ❖ Prices do not include any applicable local or borough taxes.
- ❖ A deposit may be required.
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201 E. 56<sup>th</sup> Ave.  
Anchorage AK 99518  
907-563-2003



# **Avaya IP Office Phone System**

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**City of Sand Point  
Sand Point, Alaska**

**TelAlaska**

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Interior Telephone Company

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## Recommendation:

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## Description, Options, & Labor Estimate

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Our proposal includes pricing for an Avaya IP Office Phone System with embedded Voice Mail. There are 14 phones. This proposal would use a Fractional PRI circuit for dial tone and the phones are IP Phones. A PRI Circuit has Caller ID built into it and Direct Inward Dial Numbers are available for each extension. During the site survey it was indicated that a cordless phone would want to be added as an extension in the City Administration Office. This is included as the D100 IP DECT Base Station and D160 IP DECT Handset. The cordless phone is IP based

and will fully function with the phone system. Additional cordless phones can be added to this at another time if necessary. A wall mount for the kitchen phone is also included in the quote.

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# DESIGN AND COST

City of Sand Point

Prepared by: Kim Thompson  
Phone: 550-1631

## Avaya IP Office with Embedded Voice Mail

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- IP Office R9.1 Essential Edition
- IPO IP500 v2 Combo Card ATM
- IPO/B5800 IP500 EXT Card Phone 2
- IPO/IP500 PRI Trunk Card
- IPO R9 AV IP End Point 5 ADI LIC (Qty 3)
- D100 IP DECT Base Station
- D160 IP DECT Handset
- IPO IP500 Phone System Rack Mounting Kit
- 9608 IP Phone (Qty 14)
- Add-On 24 Button Module (Qty 2)
- Web Smart 24-Port 10/100 PoE Switch
- 9600 Series Phone Wall Mount
- Power Cords, Power Injector
- Patch Cords (Qty 40)

Total Equipment Cost:	\$ 9,238.00
Labor:	\$ 3,500.00
Shipping:	\$ 150.00
<b>Estimated Grand Total</b>	<b>\$ 12,888.00</b>

### Additional Option Items:

_____ Avaya IPOSS 3-Year Support Services	\$ 1,261.00
---	-------------

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201 E. 56<sup>th</sup> Ave.  
Anchorage AK 99518  
907-563-2003





HAL S. HENNING  
CHIEF OF POLICE

# SAND POINT DEPARTMENT of PUBLIC SAFETY

Post Office Box 423  
Sand Point, Alaska 99661  
EMAIL: [sppd@arctic.net](mailto:sppd@arctic.net)



TEL: (907)383-3700  
FAX: (907)383-5496

## TASER

Honorable Mayor and Council

As you are aware the city had previously voted several years ago to not allow Tasers to be used by officers on the police department. I have spoken to each of you individually and shared my concerns that our officers would be unable to carry the Taser. The Taser is a very important tool for policing. It is a less than lethal option that has resulted in several saved lives where the only other option would be to use a firearm. I have been in law enforcement for 20+ years and I have had two situations where I would have had to take a life if I had not had the Taser as an option.

Tasers also are a deterrent for those who wish to fight with officers as they do not want to have it deployed upon them. This has resulted in saving several millions of dollars in work comp injuries to officers and injuries to suspects that would could have happened during police contacts.

I encourage the Council to vote yes to allow the Sand Point Police Department to use Tasers as a less than lethal option.

Hal s. Henning  
Public Safety Director/Chief of Police

LOBBYIST MARK HICKEY  
CONTRACT

# Memo

To: Mayor Gardner  
From: Andy Varner, Administrator  
cc: City Council  
Date: December 1, 2017  
Re: Mark Hickey 2018 Lobbying Contract

---

Mark Hickey has submitted a contract proposal to be the City's lobbyist for 2018. His fee would be \$12,000 for the year. This is an increase from \$10,000 over the past two years (it was \$18,000 prior to 2015).

Mark has been helpful on issues like the dock project and airport certification. Things at the State level are going to remain pretty thin for capital funding, but Mark did help secure the \$9M in federal funding for the dock project. There is talk of a bond package for the next session, however, and getting a Sand Point project in there is an area where Mark would prove useful. The new harbor float design is almost complete and that will need funding, as well.

If the City considers it useful to have a lobbyist then I recommend retaining Mark Hickey.

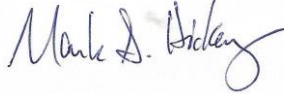
**CONTRACT AGREEMENT #SP-012  
BETWEEN CITY OF SAND POINT  
AND HICKEY & ASSOCIATES**

This is a contract for professional lobbying services between Hickey & Associates, hereinafter "Contractor", and the City of Sand Point, hereinafter "Client".

**Terms and Conditions**

1. The Contractor will provide general lobbying services as requested for the Client. One of the principal tasks is to help secure funding for transportation and infrastructure projects in Sand Point. The Contractor will perform other lobbying services as directed by the Client's contact person. Mr. Andy Varner, City Manager, or his designee, will serve as the Client's contact person.
2. The Contractor will provide a written monthly status report during session. Other written reports will be provided as needed.
3. The Contractor will be paid a fixed fee of \$12,000 for these services. Monthly payments of \$2,000 each will be provided on or about the first day of each of the first five months during calendar year 2018. The final payment of \$2,000 will be made on or about July 1, 2018.
4. The term of this contract commences on January 1, 2018 and terminates on December 31, 2018. The contract is subject to renewal by agreement of both parties.
5. The Contractor will cover all normal office overhead expenses. The Client will reimburse the Contractor for the 2018 \$250 APOC registration fee. The Contractor will be reimbursed for any extraordinary out-of-pocket expenses through the duration of this contract. Extraordinary out-of-pocket expenses are defined as all direct travel, hotel and meal expenses for any requested trip. All extraordinary expenses must have the prior approval of the Client's contact person.

This agreement constitutes the full agreement between the parties.

<hr/>	
City of Sand Point	Hickey & Associates
<hr/>	<hr/>
Date	November 7, 2017
	Date

# CITY ADMINISTRATOR REPLACEMENT



# Memo

To: Mayor Gardner  
From: Andy Varner, Administrator  
cc: City Council  
Date: November 28, 2017  
Re: City Administrator Replacement

---

My last day with the City will be January 9. There is a Council meeting that day. Lamar Cotten has agreed to serve as the Interim City Administrator, on a two month contract. The contract can go month-to-month after that, with a 2 week notice of cancellation by either party after those first two months. Lamar's primary duty will be to find my replacement, but I'll also get him up to speed on the various projects and daily tasks going on with the City. His start date will be January 2, so we will have a week to spend together.

I plan to call in to that January Council meeting, and Lamar will be in Sand Point that week. I have full faith that Lamar can do the job well, with his experience in the community and still having a good feel for the people, politics, and economy. Since he is still working on contract with another community or two, this will be a 4 day/week job for him. But he'll still be available "around the clock" in case any issues arise in the City that need his authority or experience.

I will advertise the job before I depart. I anticipate a month long advertisement, then an additional month to two months (or more depending on applicants) for interviews and placement.

# City of Sand Point



## EMPLOYMENT AGREEMENT BETWEEN

### CITY OF SAND POINT & *Lamar Cotten*

THIS AGREEMENT is made by and between the City of Sand Point (hereinafter "CITY") and Lamar Cotten (hereinafter "INTERIM ADMINISTRATOR"). The term "parties" refers to the CITY and INTERIM ADMINISTRATOR. This AGREEMENT is the initial AGREEMENT between the parties.

WHEREAS, the CITY wishes to employ Lamar Cotten as INTERIM ADMINISTRATOR of the City of Sand Point; and,

WHEREAS, Lamar Cotten wishes to accept the offer to become INTERIM ADMINISTRATOR of the City of Sand Point under the terms and conditions recited in this Agreement; and,

WHEREAS, the CITY and INTERIM ADMINISTRATOR desire to provide for certain procedures, benefits and requirements regarding the employment of INTERIM ADMINISTRATOR by the CITY;

NOW, THEREFORE, CITY and INTERIM ADMINISTRATOR agree to the following terms and conditions:

#### 1. DUTIES

CITY agrees to employ Lamar Cotten as INTERIM ADMINISTRATOR of the CITY. INTERIM ADMINISTRATOR shall perform such duties as specified by law and ordinance, and such other proper duties as assigned or delegated by the CITY COUNCIL in Sand Point (hereinafter "CITY COUNCIL"). It is understood and agreed by CITY COUNCIL and INTERIM ADMINISTRATOR that INTERIM ADMINISTRATOR'S primary duty shall be assistance in recruitment and hiring of a permanent city administrator.

2. TERM

This Agreement is for the period beginning 01/02/2018 and continuing through 03/02/2018 (two months). Thereafter the contract shall be extended for successive one month periods until such time as either party terminates the contract by providing at least fourteen (14) days written notice to the other party.

3. TERMINATION BY CITY

The CITY may terminate the employment of INTERIM ADMINISTRATOR without cause, by a two-thirds (2/3) vote of the CITY COUNCIL, at any time during the term of this Agreement by directing written notice of termination to INTERIM ADMINISTRATOR by certified or registered mail, return receipt requested, or by hand delivery. In the event of termination without cause while INTERIM ADMINISTRATOR is ready, willing and able to perform the duties of INTERIM ADMINISTRATOR, City shall pay INTERIM ADMINISTRATOR a sum equal to two weeks of INTERIM ADMINISTRATOR's salary.

The CITY may terminate employment of the INTERIM ADMINISTRATOR for breach of contract at any time during the term of this Agreement, by directing written notice of termination to INTERIM ADMINISTRATOR by certified or registered mail, return receipt requested, or by hand delivery, including in said notice of termination, a statement of reasons for the termination. Upon termination for cause, the INTERIM ADMINISTRATOR shall not be entitled to any termination pay.

4. TERMINATION BY INTERIM ADMINISTRATOR

INTERIM ADMINISTRATOR may terminate his employment with CITY by giving fourteen (14) days written notice of termination to CITY by certified or registered mail, return receipt requested, or by hand delivery. Upon termination by INTERIM ADMINISTRATOR, INTERIM ADMINISTRATOR shall not be entitled to any termination pay, additional compensation or severance pay.

5. COMPENSATION

For all services rendered during the term of employment under this Agreement, CITY shall pay INTERIM ADMINISTRATOR a monthly salary of \$8,320. The parties understand that the duties of the INTERIM ADMINISTRATOR are administrative requiring INTERIM ADMINISTRATOR to be on duty not only during regular office business hours but also during evenings and weekends as services are required or desirable, provided, however, that INTERIM ADMINISTRATOR's regular business office hours are not required to exceed four days per week. Overtime hours and additional services are non-compensable beyond the salary described above.

6. BENEFITS

The INTERIM ADMINISTRATOR will not be entitled to receive any benefits (retirement, Health insurance, life insurance, leave).

7. EXPENSES

Upon presentation of proper evidence of travel or usual expenditures related to the office duties of INTERIM ADMINISTRATOR, CITY shall reimburse INTERIM ADMINISTRATOR for such expenses in accordance with its normal procedures for such reimbursement.

8. EXTENT OF SERVICES

INTERIM ADMINISTRATOR shall spend at least four days each month during the term of this Agreement in Sand Point. Provided INTERIM ADMINISTRATOR maintains the required office hours set forth above, INTERIM ADMINISTRATOR may engage in other occupational and/or business activities, whether or not pursued for pecuniary advantage.

9. ENTIRE AGREEMENT

This instrument contains the entire Agreement of the parties. It may not be changed orally but only by agreement in writing signed by the party against whom enforcement of any waiver, change, modification, extension, or discharge is sought.

IN WITNESS WHEREOF, the parties have executed this Agreement on the \_\_\_\_\_ day  
of \_\_\_\_\_, 2017.

CITY OF SAND POINT

\_\_\_\_\_  
Glen Gardner, Jr., Mayor

INTERIM ADMINISTRATOR

\_\_\_\_\_  
Lamar Cotten



HAL S. HENNING  
CHIEF OF POLICE

# SAND POINT DEPARTMENT of PUBLIC SAFETY

Post Office Box 423  
Sand Point, Alaska 99661  
EMAIL: [sppd@arctic.net](mailto:sppd@arctic.net)



TEL: (907)383-3700  
FAX: (907)383-5496

## WAANT INVESTIGATOR

Honorable Mayor and Council

Attached is my proposal to use the grant funded 5<sup>th</sup> position on the department as an Investigator to be assigned to the Western Alaska Alcohol and Narcotics Team (WAANT). This position is critical to the City of Sand Point to help fight the influx of narcotics into our community. All the narcotics that eventually make it to town originate from Anchorage. This position will help staff the team to allow better investigation into narcotics trafficking to Sand Point by becoming a stakeholder in WAANT. Since coming to Sand Point I have worked with WAANT to assess problem areas and to address the heavy influx of narcotics that have been coming to town.

In the past couple months alone Sand Point PD has assisted WAANT with search warrants and investigations resulting in several arrests and seizure of just over a quarter pound of Heroin, Cocaine and Methamphetamines along with \$6,750 in cash all headed to Sand Point.

The goal of placing an Investigator in Anchorage with WAANT is to address the several ways that Narcotics are being transported and delivered to Sand Point. Having a full time Investigator will allow us to track down and identify key transportation options and individuals who are involved with bringing narcotics to town.

What does being a stakeholder in WAANT mean?

1. Sand Point will have a full time Investigator focused on Sand Point with the assistance and resources of WAANT. This will allow better investigations into the trafficking of narcotics into Sand Point.
2. Sand Point will receive an equal share of all assets seized at the conclusion of the investigation.

This position will be partially funded by the COPS Grant we received in 2014. We have used 14 of the 36 months in the grant. One of the stipulations in the grant that we agreed upon when the city applied and accepted it is Sand Point PD will fully fund the granted position for 12 additional months after the grant is complete. With the 20 months of the grant and the additional 12 months paid by the city I am proposing we commit to keeping the Investigator for 32 months in WAANT.



HAL S. HENNING  
CHIEF OF POLICE

# SAND POINT DEPARTMENT of PUBLIC SAFETY

Post Office Box 423  
Sand Point, Alaska 99661  
EMAIL: [sppd@arctic.net](mailto:sppd@arctic.net)



TEL: (907)383-3700  
FAX:(907)383-5496

During this time we will be applying for and seeking grants to continue to fund the position and reduce the costs to the city.

Attached you will see the breakdown and cost to the city year by year. The other option is to abandon the grant and pay back the \$55,555 that the city has drawn down from the grant. This action will result in the city forfeiting \$69,444 in additional funding over the next 20 months. Abandoning the grant could also hurt the city's ability to get future grants.

We have a drug problem in Sand Point and I believe this will be the best way to fight the problem by eliminating the sources in Anchorage and therefore reducing the trafficking of narcotics into our community.

Hal s. Henning  
Public Safety Director/Chief of Police

# WAANT INVESTIGATOR

## January 2018 – June 2018

<b>Wage:</b>	\$31.00 an hour for 6 months =	\$32,240
<b>Medical:</b>	\$1000 per month 6 months =	\$6,000
<b>PERS:</b>	\$322 per month for 6 months =	\$1,932
<b>Overtime:</b>	15% of Base Pay* =	\$4,836
	<b>TOTAL</b>	<b>\$45,008</b>
	<b>Less Fed Share:</b>	<b>\$20,833</b>
	<b>Total City Obligation:</b>	<b>\$24,175</b>

## July 2018 – June 2019

<b>Wage:</b>	\$31.00 an hour for 6 mo. \$31.62 for 6 mo. =	\$65,125
<b>Medical:</b>	\$1000 per month =	\$12,000
<b>PERS:</b>	\$322 per month for 6 mo. \$329 for 6 mo. =	\$3,908
<b>Overtime:</b>	15% of Base Pay* =	\$9,769
	<b>TOTAL</b>	<b>\$90,802</b>
	<b>Less Fed Share:</b>	<b>\$41,667</b>
	<b>Total City Obligation:</b>	<b>\$49,135</b>

# WAANT INVESTIGATOR

## July 2019 – June 2020

<b>Wage:</b>	\$31.62 an hour for 6 mo. \$32.25 for 6 mo. =	\$66,425
<b>Medical:</b>	\$1000 per month =	\$12,000
<b>PERS:</b>	\$329 per month for 6 mo. \$335 for 6 mo. =	\$3,984
<b>Overtime:</b>	15% of Base Pay* =	\$9,964
	<b>TOTAL</b>	<b>\$92,373</b>
	<b>Less Fed Share:**</b>	<b>\$6,944</b>
	<b>Total City Obligation:</b>	<b>\$85,429</b>

\*These overtime funds will only be used if case load demands.

\*\*Only 2 months of Fed Share in fiscal year 2019-2020

I am requesting a budget amendment to add \$24,175 to the remainder of the 2017/2018 budget. I am also seeking a commitment to approve the additional wages for the WAANT Investigator to the budget for 2018/2019 and 2019/2020. This will fulfill our obligations for the current grant. I will also look at applying for another grant to start when the current one ends in 2019.

As you know grant funding is on the decline and there is no guarantee we will receive another one.

Also, by becoming a member of WAANT we will receive equal shares of forfeitures from arrests and convictions.



## LETTER OF AGREEMENT

### BETWEEN THE DEPARTMENT OF PUBLIC SAFETY, ALASKA STATE TROOPERS - STATEWIDE DRUG ENFORCEMENT UNIT AND THE SAND POINT POLICE DEPARTMENT

This letter of agreement recognizes the need for coordination in enforcement of state drug and alcohol laws in the Municipality of Anchorage and specifically in and around the Ted Stevens Anchorage International Airport (TSAIA). This agreement is entered into with the intent of promoting cooperation between the Department of Public Safety, Alaska State Troopers - Statewide Drug Enforcement Unit (SDEU) and the Sand Point Police Department (SPPD).

It is recognized that AS 18.65.085 established in the Department of Public Safety, Division of State Troopers a narcotics, drug and alcohol enforcement unit for the purpose of investigating and combating the illicit sale and distribution of narcotic drugs and alcohol in the state.

It is further recognized that AS 18.65.090 authorizes the Department of Public Safety to assist other departments of state, municipal and federal governments in the enforcement of criminal laws and regulations. Further both the Department of Public Safety and the Sand Point Police Department have a commitment to effective drug and alcohol enforcement in and around the Ted Stevens Anchorage International Airport as a majority of the drugs originate in Anchorage and are transported by air through the Ted Stevens International Airport. Both parties agree that one method of providing effective drug/alcohol enforcement is the establishment of cooperating officers assigned to investigate drugs, alcohol and related crimes on both a regional and statewide basis.

Both parties agree that this task force arrangement may enhance the present drug enforcement efforts statewide by promoting better utilization of available resources, increasing communications, expanding intelligence sharing, and improving coordination by a unified and balanced attack on illicit drug and alcohol traffickers.

This task force arrangement will encourage the involvement of additional agencies and jurisdictions in cooperative enforcement and prosecutorial efforts whenever possible.

In order to facilitate a more efficient utilization of investigative resources, both parties agree that a formal Letter of Agreement would be beneficial to establish and support the Statewide Drug Enforcement Unit's ability to fulfill its statutory mandate by working in a task force like environment that consists of members from both agencies.

Parties to this letter agree:

1. During the SPPD officer's task force assignment, he/she shall conduct interdiction and criminal investigations involving illicit drugs and alcohol in Alaska. He/she shall also assist other Federal, State and Local law enforcement agencies in the region in the interdiction and investigation of sale, smuggling and possession of illicit drugs and alcohol.
2. One SPPD officer will be assigned to the task force supervised by an SDEU Sergeant on a yearly basis as long as funding for the position is available. SDEU will staff the task force with one SDEU sergeant and two SDEU investigators. Access to other investigators from SDEU will be provided as needed.
3. The SPPD officer shall fall under the SPPD chain of command and report to his/her immediate supervisor on any current events that directly affect the City of Sand Point or his/her involvement in the task force.
  - a. The SPPD officer's supervisor will complete the officer's performance evaluation with input

- provided by the unit's SDEU supervisor.
- b. The SPPD officer will take operational direction from the SDEU sergeant however administrative supervision of the SPPD officer will be maintained by SPPD, however he/she will take direction from SEDU supervisors while attached to the SEDU.
  - c. The SPPD officer will notify the SPPD supervisor in the event investigations take the SPPD officer away from the TSAIA that would require travel out of the Anchorage area or the State of Alaska and provide an approximate time of return.
  - d. The SPPD officer will be required, to work a SPPD assignment to cover shifts at SPPD as needed in times of low staffing in the SPPD Patrol Division. The SPPD officer shall remain current on all training requirements throughout his/her assignment with the task force.
4. By assigning an officer to SDEU, the SPPD agrees to provide the officer's pay, overtime and fringe benefits, and worker compensation coverage. The SPPD will further provide basic law enforcement equipment and tools, including duty-issue weapons, ammunition, handcuffs, Taser, baton, OC spray, recording equipment, photographic equipment, portable communication device and ballistic vest. The SPPD will provide and maintain a vehicle for the SPPD officer.
- a. The SPPD officer will qualify with all firearms carried and with the plain clothes holster and position in which the firearm is to be carried.
  - b. The SPPD officer must carry an intermediate weapon when in a plain clothes assignment.
  - c. The SPPD officer will maintain at all times, a clean uniform ready available at the SPPD station along with toiletries necessary to transition to uniformed police duties if necessary.
5. The SDEU will provide office space, including all utilities, a work area, a computer, Alaska Records Management System (ARMS) access and training, and other office and investigative supplies, as needed. The SPPD officers work product / investigations will be documented in ARMS and secure evidence storage for task force incidents will be provided by SDEU.
6. SDEU agrees to provide undercover funds to the task force, contingent on money being allocated for such purposes in the Department's budget. These funds will be maintained by the SDEU supervisor assigned to the unit and accounted for in the manner consistent with the standard operating procedures for SDEU. These funds will be available to pay informants, purchase illegal drugs and alcohol during criminal investigations.
7. SDEU will provide travel and per diem for the SPPD officer traveling outside the Anchorage area on any authorized task force investigation, training or court requirement.
8. The SPPD agrees to provide intelligence information, statistical data and case reports to SDEU on illicit drug and alcohol activity and investigations in the SPPD area of responsibility.
9. Any revenue from asset forfeitures produced by the task force will be shared in an equitable manner by the participating agencies. It is agreed that the SDEU investigators and the SPPD officer will coordinate completion of all asset forfeiture paperwork with the SDEU Administrative Supervisor.
- a. The disposition of personal property, vehicles, 4-wheelers, snow machines, motorcycles or other equipment which is forfeited under state laws will be discussed by the SDEU Commander and/or Deputy Commander and the Chief of SPPD to reach an equitable settlement.
  - b. SDEU investigators and the SPPD officer will assist in preparing the federal adoption paperwork and SDEU will be responsible for submitting the equitable sharing requests. SDEU will be responsible for coordinating the sharing of forfeitures and will maintain asset forfeiture files at the SDEU Headquarters office in Anchorage.

10. The State of Alaska, Department of Public Safety (DPS) agrees to defend, indemnify, and hold harmless the SPPD officer and TSAIA in the same manner and to the same extent the DPS protects itself and its employees from any claim, demand, suit for property damages or personal injury including death allegedly caused by the SPPD officer if:
- a. at the time of the occurrence he/she was acting in good faith within the course and scope of his/her SDEU duties and in accordance with the directions of the SDEU Team Leader;
  - b. the SPPD officer provides prompt notice to DPS of any claim; and
  - c. The SPPD officer and SDEU cooperate in the defense and do not stipulate to any judgment or settlement without DPS's approval.
  - d. In consideration of the benefits received from participating in SDEU and the protection offered by this agreement, the SPPD officer:
    - i. transfers his right to recover from others who may be responsible for the injury, illness or disease to DPS and/or its assigns; and
    - ii. agrees to cooperate and do everything reasonably necessary to enable DPS and/or its assigns to enforce the right to recover from others.
11. SDEU will supervise all task force operations to which the SPPD officer is assigned. Approval of overtime wages for the SPPD officer for joint investigations shall be the responsibility of the SPPD. The supervisor of the SPPD will address all personnel issues not covered in this agreement.

The term of this agreement shall be from the date of signature by both agency representatives for a period of 36 months unless terminated earlier by either party with 15 days' written notice. The goal of this agreement is to facilitate the following activities:

- a) The disruption of illicit drugs, alcohol and illegal proceeds, and provide valuable experience to the SPPD officer to be utilized by the SPPD upon return to a patrol assignment.
- b) Gather and report intelligence data relating to the illegal trafficking of drugs, alcohol and their proceeds in Alaska.
- c) Conduct criminal investigations in order that violators of Alaska law and Federal law, relating to illicit drugs and alcohol, might be effectively prosecuted.

Alaska Department of Public Safety

Sand Point Police Department

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Walt Monegan  
Commissioner

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Hal S. Henning  
Chief of Police

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Date Signed

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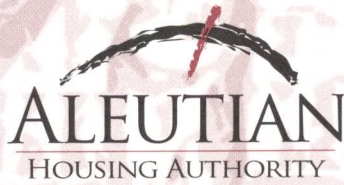
Date Signed

# PUBLIC COMMENTS

# COUNCIL COMMENTS

# ADJOURNMENT

**FYI**



September 13, 2017

City of Sand Point  
PO Box 249  
Sand Point, AK 99661

RECEIVED  
OCT 17 2017  
City of Sand Point

Utility Provider,

In September Aleutian Tribal members and the Aleutian Housing Authority (AHA) met for an Aleut Housing Summit. Much discussion was had on the cost of utilities for AHA rental facilities throughout the Aleutian and Pribilof Islands region. Utility costs alone accounted for 47% of regional rental facility operations in 2016. These rentals are intended to serve those most needy in the community and often are the only ones of this type available.

Housing and Urban Development (HUD) provides support for the operation of these rentals, however the cost of rehabilitation is also increasing as the units age. It is because of this support that AHA has traditionally paid for all utilities associated with the rentals. However, for the first time in 2017, our Board approved a utility fee where renters will be responsible for paying a portion of their bill.

As a result, I have been asked to reach out to you as a stakeholder in the community to request a consideration for a reduction in the facility utility costs. While each community has different economic needs, I am sending this request to all utility providers to potentially free resources regionally so that those funds can be utilized for continued revitalization of an important community asset.

I want to thank you for your commitment to sustainability of these important rental services, especially those of you that AHA has worked with, both currently and in the past.

Please let me know your written response as soon as possible by sending to the address herein included; or by email: [viola.yatchmeneff@ahaak.org](mailto:viola.yatchmeneff@ahaak.org).

Sincerely,

Viola Yatchmeneff  
Executive Director  
Direct: 907-644-6604

Cc: AHA Board of Commissioners





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**Regulatory Commission of Alaska**

November 30, 2017

In reply refer to: C-17-074

Mayor Glen Gardner, Jr.  
City of Sand Point  
P.O. Box 249  
Sand Point, AK 99661

Dear Mayor Gardner:

The Consumer Protection & Information Section of the Regulatory Commission of Alaska (RCA) has completed its review of your informal complaint regarding the quality of service provided by TDX Sand Point Generating, LLC (SPG). Specifically, on August 23, 2017, you complained about frequent, near daily brownouts and power outages in Sand Point since the end of June. You also indicated that the interruptions are causing issues with home appliances and medical apparatus for residents, and making work and other functions unpleasant.

The RCA regulates public utilities to ensure customers receive adequate, safe, and reliable utility services. The RCA's consumer protection staff assist customers in resolving disputes with their utility service providers; however, the RCA does not have jurisdiction on damage claims. Therefore, our informal investigation focused solely on the quality of service<sup>1</sup> provided by SPG.

On August 23, 2017, shortly after receiving your informal complaint, we requested SPG to respond to the issues you raised. SPG filed its initial response on August 24, 2017, explaining the source of the brownouts, possible issues with at a distribution fuse cabinet, and outlining its short- and long-term solutions to eliminate the intermittent fault. While SPG awaited shipment of the materials ordered for the distribution fuse cabinet, SPG temporarily rerouted primary cabling and bypassed the cabinet to minimize the intermittent fault. SPG subsequently filed status reports on September 12, September 22, September 29, October 20, and November 3, 2017.

On November 16, 2017 SPG informed us that it has completed the sectionalized cabinet installation repair. SPG will continue to monitor aged distribution equipment for potential replacement. SPG plans to provide an update in mid-December detailing additional distribution design efforts.

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<sup>1</sup>3 AAC 52.460

Based on review of the facts gathered in this informal complaint record, we are encouraged by the steps taken by SPG to resolve the problems causing the intermittent fault. Although it took three months to complete the repairs, we believe SPG made a good faith effort to complete the work, minimized inconvenience to customers, and notified the community via radio about the scheduled outage to complete the repairs. We also note that you have filed comments on SPG's rate increase request, which is currently being reviewed by the RCA under [Docket U-17-090](#).

At this time, your informal complaint is closed. If you have any questions or need additional information, please feel free to contact us again at (907) 276-6222 or toll-free at 1-800-390-2782.

Respectfully,

A handwritten signature in blue ink, appearing to read "M. Grace Salazar", with a long horizontal flourish extending to the right.

M. Grace Salazar, Chief  
Consumer Protection & Information Section

# TDX sand point generating

a power company

November 16, 2017

Consumer Protection & Information Officer  
Regulatory Commission of Alaska  
701 West 8th Avenue, Suite 300  
Anchorage, AK 99501

Re: TDX Sand Point Generating (SPG) LLC, Informal Complaint C-17-074: follow-up

Dear Grace Salazar:

SPG has completed the sectionalized cabinet installation repair that caused instantaneous outages. A single phase section can on the school circuited was also replaced. The Operations team will continue to monitor aged distribution equipment for potential replacement. The Commission can expect an update in mid-December detailing additional distribution design efforts.

Should you have any questions concerning this letter, please contact me directly at (907) 762-8403 or the email address below.

Sincerely,



Lynette Ampadu  
Utility Regulatory Administrator  
TDX Power, Inc.  
3601 C Street, Suite 1000-50  
Anchorage, AK 99503  
(907) 762-8403  
lampadu@tdxpower.com

CC: Glen Gardner, City Mayor  
Andy Varner, City Administrator  
John G. Lyons, TDX Power President  
Travis Hammond, Village PWR Mgr.

# Point of Failure



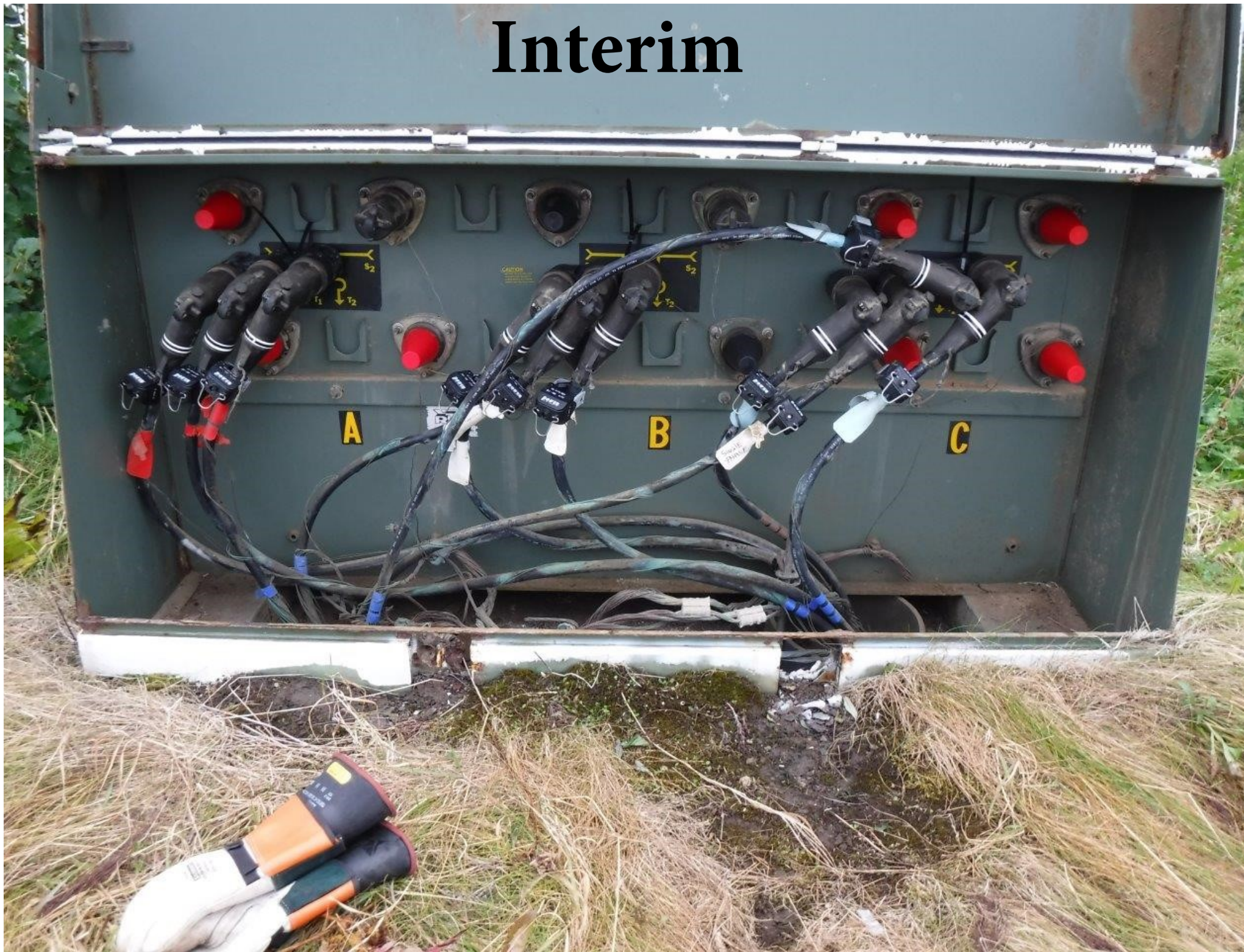


# Before





# Interim





# AFTER



© Alvin Meroulof



# AFTER

