## **City of Sand Point Council Meeting**



Workshop: Tuesday, January 14, 2020 – 2:00 p.m.

**Meeting: Tuesday, January 14, 2020 – 7:00 p.m.** 

## CALL TO ORDER

# ROLL CALL

#### MAYOR

### CITY OF SAND POINT

(packet will be available on website January 10, 2020 www.sandpointak.com)

Mayor Glen Gardner Jr. - Office Exp. 2020

### **COUNCIL MEMBERS**

Danny Cumberlidge	Seat A - Exp. 2022
Allan Starnes	Seat B - Exp. 2020
Shirley Brown	Seat C - Exp. 2022
Jack Foster Jr.	Seat D - Exp. 2020
Marita Gundersen	Seat E - Exp. 2021
Emil Mobeck	Seat F - Exp. 2021



### SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

**Regular Meeting** 

Tuesday, January 14, 2020 7:00 pm

CALL TO ORDER ROLL CALL APPROVAL OF AGENDA

### **CONSENT AGENDA:**

1. Minutes: Minutes of Regular Meeting on December 10, 2019

### **REPORTS:**

- 1. Finance Officer
- 2. Administrator
- 3. DPS Police Chief
- 4. Public Works Manager
- 5. Harbor Master
- 6. Student Representative

### **HEARINGS, ORDINANCES AND RESOLUTIONS:**

1. Ordinance 2019-07: FY20 Budget Amendment – 1<sup>st</sup> Reading

### **OLD BUSINESS:**

### **NEW BUSINESS:**

1. AEB Community Assistance Grant Program

PUBLIC COMMENTS COUNCIL COMMENTS ADJOURNMENT

#### **CALL TO ORDER:**

The regular meeting of the Sand Point City Council was held Tuesday, December 10, 2019 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 via teleconference Allan Starnes Seat B Present via teleconference Shirley Brown Seat C Present Jack Foster Jr. Seat D Present Seat E Marita Gundersen Present Emil Mobeck Seat F Present via teleconference

A quorum was established.

### **Staff in attendance:**

Jordan Keeler, Administrator via teleconference Shannon Sommer, City Clerk Krista Galvin, Finance Officer Douglas Holmberg, Harbor Master David Stokes, Public Works Director Brent Nierman, Police Sergeant

### APPROVAL OF AGENDA:

Mayor Glen Gardner Jr. requested a motion to approve the agenda.

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

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

#### APPROVAL OF CONSENT AGENDA:

1. Minutes of the November 12, 2019 Regular Meeting.

MOTION: Councilperson Shirley Brown made a motion to approve the Minutes of the November 12, 2019

Regular Meeting.

SECOND: Councilperson Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

### REPORTS:

### Finance Officer - Krista Galvin

Finance Officer Krista Galvin reported for the month of October 2019 Sales Tax was \$75,277.68 and Raw Fish Tax was \$51,476.42.

### Administrator - Jordan Keeler

Administrator Jordan Keeler reported he attended the Alaska Municipal Managers Association and Alaska Municipal League meetings held in Anchorage. He spoke with ANTHC who confirmed one source of funding was set aside for the City, one for construction and one for design engineering, they plan on coming to Sand Point summer 2020. He will be attending the AEB Community Planning Sessions.

Mayor Gardner stated the State of Alaska will be sending staff up north to help individuals get their real I.D., he suggested to Administrator Keeler to speak with Hickey about getting staff to come to Sand Point as well.

### Police Sergeant - Brent Nierman

Police Sergeant Brent Nierman read Police Chief Hal Henning's report, which included statistical information. The new radio equipment has been installed and will be Beta testing in January. They were currently working with TelAlaska on the 911 transferring during the testing phase. They were also communicating with the Valdez Police Dept. via the new system had been successful, they hope to the have the testing done by the end of February and present results to the council in March. He read a note from EMS Chief Denise Mobeck, the ambulance service renewal for 2020 through the State is now complete and thanked the volunteers that respond on a very short amount of time from being dispatched and commitment to the community, they are appreciated.

### Public Works Director - David Stokes

Public Works Director David Stokes reported they fueled equipment and buildings. They worked on the sand truck brakes. They added salt to sand to sand the roads and graded roads. They spread rock at Peter Pan Seafoods. They worked on brakes and electrical on the 750. They plowed snow. They hauled rock for driveways and worked on David Wilsons driveway. They finished working on the Champion grader heater. They were working on the 580. They ditched Kelly Avenue, Johnson Avenue and Allen Starnes house.

#### Landfill

They serviced the trash truck. They hauled barrels to landfill. They cleaned around the landfill. They picked up around dumpsters.

### Recycling

The recycling center is running well.

### Water and Sewer

They put a pump in at Trident Seafoods Corporation. They pumped out outhouses for Western Marine Construction and tied them up at the shop. They pumped the grease out of lift stations. They received the lift station pump for the boat harbor. They also received a fire pump for the school pump house.

### Fire Department

They received 20 bottles for hydrostat, 13 bottles are great and charged, he was having trouble with 7 bottles and is working with Fire King in Seattle, WA.

### <u>Harbor Master – Douglas Holmberg</u>

Harbor Master Douglas Holmberg reported that it had been a quiet month. They are repairing equipment. They will be changing tires on the Travelift. He was waiting to hear from Kendrick Equipment. They had been doing general maintenance on all equipment. Western Marine Construction had finished installing the new ferry dock.

### Student Representative – Logan Thompson

Student Representative Logan Thompson reported they were speaking with EATs about the effects of alcohol and drugs. They were planning a winter formal for some time in January 2020. Finals were in the next week and be done with the first semester of school. Basketball has started and the boys have a really strong team and the girls have 5 players. Girls regionals will be held here in Sand Point this school year. The student council had success with the school district, working with King Cove, they published a resolution prohibiting any students to not have grades of D's or F's which will help athletes be more driven academically.

### **HEARINGS, ORDINANCES, AND RESOLUTIONS:**

1. Resolution 19-03: Shared Fisheries Business Tax Program

MOTION: Councilperson Marita Gundersen made a motion to approve Resolution 19-03: Shared Fisheries

Business Tax Program.

SECOND: Councilperson Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

2. Ordinance 2019-07: FY20 Budget Amendment – 1st Reading

Ordinance 2019-07: FY20 Budget Amendment postponed until the January 2020 agenda.

### **OLD BUSINESS: None.**

### **NEW BUSINESS:**

1. 2020 Lease Renewals

MOTION: Councilperson Marita Gundersen made a motion to approve the 2020 Lease Renewals.

SECOND: Councilperson Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

Mayor Gardner suggested to the council to think about lease rates for the upcoming year.

### **PUBLIC COMMENTS: None.**

### **COUNCIL COMMENTS:**

ADJOURNMENT:

Councilperson Cumberlidge wished everyone a Merry Christmas and Happy New Year. Councilperson Brown asked Mayor Gardner if Administrator Keeler received and estimation of safety equipment, Mayor Gardner replied not at this time. Mayor Gardner stated to Administrator Keeler they will share information about safety equipment and for workers.

	Councilperson Marita Gundersen made a motion to adjou Councilperson Emil Mobeck seconded the motion.	ırn.
The meeting	g adjourned at 7:25 p.m.	
ATTEST:		Glen Gardner Jr., Mayor
Shannon So	mmer, City Clerk	

# **REPORTS**

# FINANCE OFFICER

## City of Sand Point Raw Fish Tax Revenue

	FY15	FY16	<u>FY17</u>	<u>FY18</u>	FY19	FY20
July	121,976.31	110,509.71	129,882.77	142,500.10	83,040.24	81,992.40
August	48,575.15	94,822.69	42,576.34	139,542.35	48,290.30	88,100.71
September	64,362.76	62,297.79	63,622.18	37,427.07	49,496.61	65,893.27
October	32,213.32	76,878.70	59,854.60	32,201.69	46,261.99	51,476.42
November	7,214.11	3,770.50	6,757.09	10,083.69	4,963.48	3,495.99
December	372.97	735.79	-	515.28	74.67	
January	25,670.23	21,798.52	8,015.18	3,836.52	12,558.77	
February	37,309.68	47,098.16	47,058.04	27,529.30	24,948.95	
March	88,220.14	69,354.74	95,569.42	45,022.21	82,916.26	
April	15,613.35	23,493.50	5,984.43	58,469.24	13,561.22	
May	25,246.23	16,091.74	20,790.33	24,240.36	8,025.95	
June	68,319.25	78,884.08	109,955.05	58,431.26	89,711.60	
Total	535,093.50	605,735.92	590,065.43	579,799.07	463,850.04	290,958.79
i Otai	333,033.30	005,755.32	330,003.43	313,133.01	703,030.04	230,330.73

### **Sales Tax Revenue**

	<u>FY15</u>	FY16	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	FY20
July	104,201.30	88,780.27	75,255.42	79,691.25	92,628.52	88,102.92
August	88,102.34	92,491.15	64,147.25	77,015.98	65,979.46	102,628.84
September	116,436.20	95,569.47	80,332.82	66,935.45	71,697.10	86,603.67
October	81,510.79	71,821.64	62,727.84	34,186.58	58,219.29	75,277.68
November	43,535.59	35,841.10	36,741.45	49,870.42	46,835.09	42,723.86
December	44,980.97	48,357.80	37,647.73	31,235.26	39,642.29	
January	66,575.33	60,942.89	58,373.49	39,387.33	44,528.74	
February	69,895.86	60,702.43	59,618.34	45,302.69	41,619.24	
March	105,731.28	81,364.98	77,700.11	81,890.02	75,803.84	
April	58,562.79	53,394.08	52,535.54	45,633.53	49,639.45	
May	52,976.00	44,528.77	45,569.00	46,470.55	61,719.51	
June	96,824.06	80,350.37	78,996.36	81,316.23	93,332.26	
Total	929,332.51	814,144.95	<b>729,645.35</b> TDX Fines	<b>678,935.29</b> (150,000.00) 528,935.29	741,644.79	395,336.97

## City of Sand Point Bank Balance

### Date

	Balance				
	Date				
Bank	End of November	1/9/2020			
Key Bank	2,790,343.92	2,797,699.62			
Wells Fargo - General	187,038.46	269,910.28			
Wells Fargo - Bingo Fund	113,565.20	69,527.15			
Wells Fargo - Silver Salmon Fund	40,488.95	39,362.32			
Wells Fargo - PD Forfeiture	1,093.65	1,093.65			
Wells Fargo - PD Forfeiture	12,836.85	12,836.85			
Charles Schwab	551,496.45	562,398.80			

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

**Current Period: NOVEMBER 19-20** 

	19-20	19-20	NOVEMBER	19-20	% of
	YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
GENERAL FUND					
LEGISLATIVE	\$140,200.00	\$45,181.87	\$15,001.75	\$95,018.13	32.23%
ADMINISTRATION	\$1,008,330.00	\$431,469.88	\$62,579.80	\$576,860.12	42.79%
PARKS AND RECREATION	\$25,000.00	\$8,933.56	\$3,041.79	\$16,066.44	35.73%
PUBLIC SAFETY	\$699,753.00	\$322,221.32	\$100,980.90	\$377,531.68	46.05%
PUBLIC WORKS	\$720,500.00	\$186,848.16	\$49,033.10	\$533,651.84	25.93%
FACILITIES	\$284,650.00	\$90,365.26	\$20,287.21	\$194,284.74	31.75%
Total GENERAL FUND	\$2,878,433.00	\$1,085,020.05	\$250,924.55	\$1,793,412.95	37.69%
BINGO FUND					
ADMINISTRATION	\$574,350.00	\$375,772.38	\$52,454.36	\$198,577.62	65.43%
Total BINGO FUND	\$574,350.00	\$375,772.38	\$52,454.36	\$198,577.62	65.43%
SILVER SALMON DERBY					
FIRE	\$32,504.00	\$25,573.12	\$0.00		78.68%
Total SILVER SALMON DERBY	\$32,504.00	\$25,573.12	\$0.00	\$6,930.88	78.68%
CLINIC OPERATIONS/MAINTENANCE					
ADMINISTRATION	\$62,412.00	\$0.00	\$0.00		0.00%
Total CLINIC OPERATIONS/MAINTENANCE	\$62,412.00	\$0.00	\$0.00	\$62,412.00	0.00%
WATER/SEWER OPERATIONS					
WATER/SEWER	\$281,500.00	\$102,939.98	\$36,918.62	\$178,560.02	36.57%
Total WATER/SEWER OPERATIONS	\$281,500.00	\$102,939.98	\$36,918.62	\$178,560.02	36.57%
HARBOR/PORT OPERATIONS					
HARBOR	\$612,500.00	\$223,677.78	\$48,436.96		36.52%
Total HARBOR/PORT OPERATIONS	\$612,500.00	\$223,677.78	\$48,436.96	\$388,822.22	36.52%
REFUSE COLLECTION					
PUBLIC WORKS	\$159,650.00	\$57,431.15	\$14,275.64		35.97%
Total REFUSE COLLECTION	\$159,650.00	\$57,431.15	\$14,275.64	\$102,218.85	35.97%
Report Total	\$4,601,349.00	\$1,870,414.46	\$403,010.13	\$2,730,934.54	40.65%

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

**Current Period: NOVEMBER 19-20** 

		19-20	19-20	NOVEMBER	19-20	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
GENERAL F	UND					
Active	R 01-200 CAPITAL GAIN / LOSS	\$0.00	\$15,994.56	\$5,111.85	-\$15,994.56	0.00%
Active	R 01-201 INTEREST INCOME	\$20,000.00	\$23,675.84	\$4,368.66	-\$3,675.84	118.38%
Active	R 01-202 FINES AND PENALTYS	\$1,000.00	\$832.76	\$832.76	\$167.24	83.28%
Active	R 01-203 OTHER REVENUE	\$5,000.00	\$463.26	\$8.71	\$4,536.74	9.27%
Active	R 01-205 4% SALES TAX	\$600,000.00	\$445,952.37	\$75,277.68	\$154,047.63	74.33%
Active	R 01-213 RAW FISH TAX	\$400,000.00	\$377,174.40	\$51,476.42	\$22,825.60	94.29%
Active	R 01-214 FINE-LATE SALES TAX	\$5,000.00	\$66.72	\$0.00	\$4,933.28	1.33%
Active	R 01-217 7% B & B Tax	\$14,000.00	\$8,183.56	\$2,104.79	\$5,816.44	58.45%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
Active	R 01-230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$4,000.00	\$475.00	\$150.00	\$3,525.00	11.88%
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	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
Active	R 01-250 STATE REVENUE SHARIN	\$90,000.00	\$0.00	\$0.00	\$90,000.00	0.00%
Active	R 01-260 STATE LIQUOR SHARE TA	\$3,500.00	\$2,500.00	\$0.00	\$1,000.00	71.43%
Active	R 01-265 SOA DOCCED SHARED FIS	\$44,000.00	\$0.00	\$0.00	\$44,000.00	0.00%
Active	R 01-266 SOA DOR FISH BUS SHAR	\$275,000.00	\$158,350.66	\$0.00	\$116,649.34	57.58%
Active	R 01-285 EQUIPMENT RENTAL	\$47,000.00	\$17,561.48	\$0.00	\$29,438.52	37.36%
Active	R 01-291 BUILDING RENTALS	\$140,000.00	\$413,784.76	\$8,742.58	-\$273,784.76	295.56%
Active	R 01-293 LIBRARY GRANT	\$0.00	\$7,000.00	\$0.00	-\$7,000.00	0.00%
Active	R 01-296 PD FORFEITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-297 POLICE MISC REVENUE	\$0.00	\$17,517.81	\$7,753.87	-\$17,517.81	0.00%
Active	R 01-298 EMS MISC REVENUE	\$15,000.00	\$2,144.00	\$0.00	\$12,856.00	14.29%
	Total	\$1,868,500.00	\$1,491,677.18	\$155,827.32	\$376,822.82	79.83%
	Total GENERAL FUND	\$1,868,500.00	\$1,491,677.18	\$155,827.32	\$376,822.82	79.83%
BINGO FUN	D					
۸ من	D 00 004 DINICO DEVENIJE	<b>#45.000.00</b>	£42.404.00	<b>\$0.770.00</b>	<b>#24 500 00</b>	20.000/
Active	R 02-294 BINGO REVENUE	\$45,000.00	\$13,491.00	\$2,778.00	\$31,509.00	29.98%
Active	R 02-295 PULL TAB REVENUE	\$525,000.00	\$408,056.50	\$56,588.00	\$116,943.50	77.73%
	Total	\$570,000.00	\$421,547.50	\$59,366.00	\$148,452.50	73.96%
011.1/55.041	Total BINGO FUND	\$570,000.00	\$421,547.50	\$59,366.00	\$148,452.50	73.96%
SILVER SAL	LMON DERBY					
Active	R 03-230 DONATIONS	\$3,250.00	\$3,700.00	\$0.00	-\$450.00	113.85%
Active	R 03-292 SILVER SALMON DERBY	\$26,384.00	\$31,649.26	\$726.00	-\$5,265.26	119.96%
	Total	\$29,634.00	\$35,349.26	\$726.00	-\$5,715.26	119.29%
	Total SILVER SALMON DERBY	\$29,634.00	\$35,349.26	\$726.00	-\$5,715.26	119.29%
CLINIC OPE	RATIONS/MAINTENANCE					
Active	R 10-257 REVENUEFEDERAL GOV	\$307,410.00	-\$116,529.25	(\$140,373.83)	\$423,939.25	-37.91%
7101170	Total	\$307,410.00	-\$116,529.25	-\$140,373.83	\$423,939.25	-37.91%
Total CI	INIC OPERATIONS/MAINTENANCE	\$307,410.00	-\$116,529.25	-\$140,373.83	\$423,939.25	-37.91%
	WER OPERATIONS	φοστ, ττο.σσ	ψ110,020.20	ψ110,010.00	ψ 120,000.20	07.0170
Active	R 61-202 FINES AND PENALTYS	\$1,000.00	\$1,351.09	\$52.64	-\$351.09	135.11%
Active	R 61-206 WATER/SEWER REVENUE	\$220,000.00	\$84,938.77	\$12,669.80	\$135,061.23	38.61%
Active	R 61-235 TRANSFER IN	\$60,500.00	\$0.00	\$0.00	\$60,500.00	0.00%
Aduve	Total	\$281,500.00	\$86,289.86	\$12,722.44	\$195,210.14	30.65%
т.	otal WATER/SEWER OPERATIONS	\$281,500.00	\$86,289.86	\$12,722.44	\$195,210.14	30.65%
70	CIGI WATER SEVEN OF ENATIONS	ψ201,000.00	ψυυ, 203.00	Ψ12,122.74	ψ100,210.14	50.05/0

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

**Current Period: NOVEMBER 19-20** 

		19-20	19-20	NOVEMBER	19-20	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
HARBOR/PC	ORT OPERATIONS					
Active	R 62-201 INTEREST INCOME	\$5,000.00	\$1,569.70	\$208.49	\$3,430.30	31.39%
Active	R 62-203 OTHER REVENUE	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
Active	R 62-210 HARBOR/MOORAGE	\$280,000.00	\$161,313.87	\$13,641.42	\$118,686.13	57.61%
Active	R 62-211 HARBOR/TRAVELLIFT	\$110,000.00	\$78,995.24	\$7,217.30	\$31,004.76	71.81%
Active	R 62-212 BOAT HARBOR/RENTS	\$85,000.00	\$33,753.50	\$8,290.70	\$51,246.50	39.71%
Active	R 62-215 HARBOR/WHARFAGE	\$95,000.00	\$32,366.66	\$25,045.85	\$62,633.34	34.07%
Active	R 62-219 HARBOR ELEC SERVICE F	\$8,000.00	\$3,503.90	\$527.76	\$4,496.10	43.80%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$1,100.00	\$100.00	\$0.00	\$1,000.00	9.09%
Active	R 62-221 HARBOR/VAN STORAGE	\$20,000.00	\$12,575.12	\$1,350.00	\$7,424.88	62.88%
Active	R 62-222 HARBOR/STALL ELECTRIC	\$30,000.00	\$20,680.92	\$1,187.42	\$9,319.08	68.94%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$1,956.32	\$113.79	\$2,043.68	48.91%
Active	R 62-224 GEARSHED LOCKER RENT	\$15,000.00	\$460.00	\$0.00	\$14,540.00	3.07%
Active	R 62-237 HARBOR STORAGE	\$2,500.00	\$587.59	\$0.00	\$1,912.41	23.50%
Active	R 62-285 EQUIPMENT RENTAL	\$40,000.00	\$11,175.89	\$627.82	\$28,824.11	27.94%
	Total	\$705,600.00	\$359,038.71	\$58,210.55	\$346,561.29	50.88%
To	otal HARBOR/PORT OPERATIONS	\$705,600.00	\$359,038.71	\$58,210.55	\$346,561.29	50.88%
REFUSE CO	LLECTION					
Active	R 65-202 FINES AND PENALTYS	\$1,500.00	\$504.22	\$28.04	\$995.78	33.61%
Active	R 65-204 REFUSE COLLECTION	\$146,000.00	\$59,230.29	\$7,906.98	\$86,769.71	40.57%
Active	R 65-235 TRANSFER IN	\$12,150.00	\$0.00	\$0.00	\$12,150.00	0.00%
	Total	\$159,650.00	\$59,734.51	\$7,935.02	\$99,915.49	37.42%
	Total REFUSE COLLECTION	\$159,650.00	\$59,734.51	\$7,935.02	\$99,915.49	37.42%
	Report Total	\$3,922,294.00	\$2,337,107.77	\$154,413.50	\$1,585,186.23	59.59%

## **CITY OF SAND POINT**

## \*Fund Summary - Budget to Actual©

NOVEMBER 19-20

	19-20 YTD Budget	NOVEMBER MTD Amount	19-20 YTD Amount	19-20 YTD Balance	19-20 % YTD Budget
FUND 01 GENERAL FUND					
Revenue	\$1,868,500.00	\$155,827.32	\$1,491,677.18	\$376,822.82	79.83%
Expenditure	\$2,878,433.00	\$250,924.55	\$1,085,020.05	\$1,793,412.95	37.69%
		-\$95,097.23	\$406,657.13		
<b>FUND 02 BINGO FUND</b>					
Revenue	\$570,000.00	\$59,366.00	\$421,547.50	\$148,452.50	73.96%
Expenditure	\$574,350.00	\$52,454.36	\$375,772.38	\$198,577.62	65.43%
		\$6,911.64	\$45,775.12		
FUND 03 SILVER SALMON	I DERBY				
Revenue	\$29,634.00	\$726.00	\$35,349.26	-\$5,715.26	119.29%
Expenditure	\$32,504.00	\$0.00	\$25,573.12	\$6,930.88	78.68%
		\$726.00	\$9,776.14		
FUND 10 CLINIC OPERATI	ONS/MAINTENANCE				
Revenue	\$307,410.00	-\$140,373.83	-\$116,529.25	\$423,939.25	-37.91%
Expenditure	\$62,412.00	\$0.00	\$0.00	\$62,412.00	0.00%
		-\$140,373.83	-\$116,529.25		
FUND 61 WATER/SEWER	OPERATIONS				
Revenue	\$281,500.00	\$12,722.44	\$86,289.86	\$195,210.14	30.65%
Expenditure	\$281,500.00	\$36,918.62	\$102,939.98	\$178,560.02	36.57%
		-\$24,196.18	-\$16,650.12		
FUND 62 HARBOR/PORT C	PERATIONS				
Revenue	\$705,600.00	\$58,210.55	\$359,038.71	\$346,561.29	50.88%
Expenditure	\$612,500.00	\$48,436.96	\$223,677.78	\$388,822.22	36.52%
		\$9,773.59	\$135,360.93		
FUND 65 REFUSE COLLEC	CTION				
Revenue	\$159,650.00	\$7,935.02	\$59,734.51	\$99,915.49	37.42%
Expenditure	\$159,650.00	\$14,275.64	\$57,431.15	\$102,218.85	35.97%
	_	-\$6,340.62	\$2,303.36		
Report Total		-\$248,596.63	\$466,693.31		

**TO:** Mayor Gardner

City Council Members

**FROM:** Jordan Keeler

City Administrator

**DATE:** January 7, 2020

**SUBJ:** Monthly Report for January 2020

Here is a summary of activity in the past month:

- Went to the last day of the AEB's planning sessions as well as their December assembly meeting.
- Worked on the annexation petition, mostly on the boilerplate information, as well as reviewing the State's guideline and requirements for the petition.
- Spoke with two news outlets regarding the Trident plant shut down on the community this winter.
- Provided documentation and support to the auditors on a few items.
- Worked on some year-end wrap up items.
- Tinkered with the budget based on updated November information
- Paperwork here and there
- Took off some time, both planned and unplanned during the two holiday weeks.





# SAND POINT DEPARTMENT of PUBLIC SAFETY



Post Office Box 423 Sand Point, Alaska 99661

## **MEMORANDUM**

To: Honorable Glen Gardner, Mayor, City of Sand Point

Mr. Jordan Keeler, 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: January 10, 2020

Ref: Department of Public Safety's Monthly Report for December 2019

## **Police Department**

- Hal Henning, Chief of Police
- Brent Nierman, Police Sergeant
- Dave Anderson, Police Officer
- Mark Chandler, Police Officer
- Thomas Slease, Investigator

### **Administrative Assistant**

Denise Mobeck/weekday 911 Dispatcher

### **Dispatchers**

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

## **Police Division Activity**

### DECEMBER 2019

### 0 persons were jailed

There were 42 calls to 911

## 911 calls not resulting in an incident

- 5 hang up/mis-dials
- 1 sales call
- 14 MOC
- 1 help with patient needed at clinic
- 4 ambulance needed
- 1 fire alarm
- 1 firearm disturbance
- 2 drunken disturbance (same incident)
- 1 REDDI report
- 1 assault
- 1 theft
- 1 bar fight
- 4 suspicious activity (3 calls for same incident)
- 1 misc officer needed
- 1 welfare check
- 1 trespass
- 1 public assist

### **Incidents generated**

Tagged abandoned vehicle for removal

Complaint of vehicles driving in school parking lot the wrong way

Suspicious circumstances

Traffic stop that resulted in vehicle impound for driver with no valid license

Assist with medical calls

Nuisance dog complaint

Civil issue regarding theft

Traffic stop regarding unsecured infant in front seat of vehicle

## **EMS Division**

Chief of EMS Division: Denise Mobeck

### **EMS Activity: 9 runs**

Rescue1 transported 4 patients to clinic
Rescue1 transported 3 patients to airport for medevac
Rescue1 transported 2 patients to airport for commercial flight

Thank you to our volunteers that respond in a very short amount of time from being dispatched and for your commitment to the community! YOU are appreciated!

## **Fire Division**

**Chief of Fire Division:** Vacant, administrative duties being fulfilled by police administrative assistant. We are working on the Fire Department's registration for 2020.

Fire Activity: 0 fires

All monthly incident reports were filed with the State Fire Marshal's Office meeting obligations and maintaining agency certification.

## December 2019 Public Works Report

### Shop

- Fueled buildings, equipment
- Worked on Sand Truck chains
- Sanded roads
- Work on 580 Head
- Plow Snow
- Graded roads
- Installed new l.e.d lights on sand truck
- Replace solenoid on 140 cat grader
- Front end and brakes on ranger
- Service police f 150, fix tire
- Sand blast and paint plow on sand truck
- Loaned Sand Truck to state
- Work on blower motor on 200 heater in truck
- Assisted harbor with tires on travel lift and gehl window

## Landfill

- Serviced landfill f150
- Cleaning around landfill
- Picked up around dumpsters

## Recycling

- Recycle center is running good
- Walter was on Vacation

## **Water and Sewer**

- Trouble shoot school pump house
- Pump harbor lift station

## **December Report**

Pretty slow in the harbor guys been sick the week of 16<sup>th</sup> changed one set of tires on the travel lift working on getting the other set changed the parts are here for the travel lift the tech guy is supposed to be here on the week of the 20<sup>th</sup> is when I asked him to schedule to be here other wise still repairing things as needed.

Wind shield installed on the GEHL lights hooked up so we can work in the dark boats are moving slowly on getting ready to go fishing.

The travel lift tech is due on the 20<sup>th</sup> of this month and he is going to certify the travel lift to save on expenses for this year all in this trip.

## **Grove Update**

My report on the Grove is that it needs hydraulic pressure tests done before we can even start working on it with the lack of operator maintenance on the machine who knows what we are going to find what else is wrong with the machine we already know we will have to send the swing motor out to get rebuilt or get replaced if and when we get the machine apart who knows what we will find on the inside that is a unforeseen repairs it's the unknowing what we will find after reading about what has to be done to repair the machine it is in my opinion to not move forward with this project take ours losses and move forward I just don't want the City to pour out lots more money than its worth it would be cheaper to replace it than to fix it I found the same machine online for \$25000.00 dollars but I would not persue it lets figure something else out on what to do with a crane or boom truck with the winter fishery the way it is at the moment I don't think it's the right thing to do.

**Harbor Master** 

**Douglas Holmberg** 

# STUDENT REPRESENTATIVE

# HEARINGS, ORDINANCES AND RESOLUTIONS

# ORDINANCE 2019-07: FY20 BUDGET AMENDMENT – 1<sup>ST</sup> READING

## City of Sand Point

## Memo

**To:** Mayor Gardner

**From:** Jordan Keeler, Administrator

cc: City Council

**Date:** January 8, 2020

**Re:** FY 20 Mid-Year Budget Amendment

The proposed FY 20 Mid-Year Budget Amendment is presented for your consideration and input. The City faces a steep decline in revenue due to several factors:

- State Shared Fisheries Taxes: The original budget had \$275,000 (DOR) and \$40,000 (DCRA) for the two revenue sharing programs that the State uses to send money back to mitigate the impact of the local fisheries has on the City. These funds did not materialize in the case of the Department of Revenue (DOR) due to the summer 2018 downturn as well the lagging nature of the program; if a processor does not submit their June tax returns to the State by June 30, then the June tax returns are rolled over into the following year's distribution. The Department of Community and Regional Affairs (DCRA) funds were also down due to a poor summer 2018 season, but should rebound somewhat based on the summer 2019 season.
- Raw Fish Tax: The closure of the Trident plant due to the abysmal winter ground fisheries forecast was wholly unforeseen. The estimated loss of raw fish tax revenue is based on the 5-year average of tax collected during the months of November through May. This may be permanent feature of the budget based on the winter cod, or, it may be a one-year feature. Time will tell.
- <u>Sales Tax:</u> Again, this drop is based on the lack of the winter ground fishery as the fleet will not be purchasing fuel, gear and other supplies from locally based businesses. Other local purchases will also be impacted as there is simply less money in the community as a result of the fisheries decline. The estimated loss is a guess as there is no comparable event that can provide any insight as to what the loss will be and is a worst-case estimate. November sales tax revenue was one half of last years, so that may be the norm for this winter.

These are the major changes to the budget at this time. Other revenues are predicted to remain flat, as are user fees for water/wastewater and harbor. There may be a small decrease in the cost

of running the water and wastewater systems due to a lower demand, but both systems have significant fixed costs and the nominal cost of a gallon of water and wastewater is not that high. The AEB has offered up to \$100k in assistance for specified expenditures, which is a major relief, but does not come close to bridging the gap.

The budget does not contain any significant changes in expenditures. The City does not spend liberally and has a duty to provide services regardless of revenues. The public should know that the City has exercised financial prudence over the years to provide a buffer for times like these. Due to its prudence, our situation is not as dire as other communities who are facing similar impacts to their budget due to changes in the fisheries. Nevertheless, it is entirely possible that the City is facing an extended downturn and the status quo may change for the worse in the coming years.

## **City of Sand Point**



### **ORDINANCE 2019-07**

# AN ORDINANCE OF THE CITY OF SAND POINT, ALASKA, ADOPTING THE OPERATING BUDGET FOR FY20. 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:**

<u>FUND</u> <u>R</u>	<u>EVENUE</u>	<b>EXPENDITURES</b>		
General Fund \$	1,737,725	\$ 2,865,033		
Bingo \$	570,000	\$ 570,000		
Silver Salmon Derby \$	29,634	\$ 32,504		
Clinic Operations \$	307,410	\$ 62,412		
Rock Fund \$	-	\$ -		
Water & Sewer Operations \$	281,500	\$ 281,500		
Harbor \$	705,600	\$ 612,500		
Refuse Collection \$	159,650	\$ 159,650		
TOTAL \$	3,791,519	\$ 4,583,599		

## PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE SAND POINT CITY COUNCIL THIS 11<sup>th</sup> DAY OF FEBRUARY, 2020.

ATTEST:	
	Glen Gardner Jr., Mayor
Shannon Sommer, City Clerk	

## CITY OF SAND POINT FY19 Budget

FY20	FY 20		
Budget	Amended		
		\$ Change	% Change
			1
2,191,253	1,737,725	(453,528)	-21%
570,000	570,000	-	0%
34,000	29,634	(4,366)	-13%
307,410	307,410	-	0%
-	-	_	0%
271,000	281,500	10,500	4%
630,600	705,600	75,000	12%
155,500	159,650	4,150	3%
4,159,763	3,791,519	(368,244)	-9%
2.899.283	2.865.033	(34.250)	-1%
555,350			3%
44,000	32,504		-26%
62,412	62,412	-	0%
-	-	-	0%
276,500	281,500	5,000	2%
596,500	612,500	16,000	3%
152,650	159,650	7,000	5%
4,586,695	4,583,599	(3,096)	0%
(426,932)	(792,080)	(265 440)	
	2,191,253 570,000 34,000 307,410 - 271,000 630,600 155,500 4,159,763  2,899,283 555,350 44,000 62,412 - 276,500 596,500 152,650 4,586,695	Budget         Amended           2,191,253         1,737,725           570,000         570,000           34,000         29,634           307,410         307,410           -         -           271,000         281,500           630,600         705,600           155,500         159,650           4,159,763         3,791,519           2,899,283         2,865,033           555,350         570,000           44,000         32,504           62,412         62,412           -         -           276,500         281,500           596,500         612,500           152,650         159,650           4,586,695         4,583,599	Budget         Amended           2,191,253         1,737,725         (453,528)           570,000         570,000         -           34,000         29,634         (4,366)           307,410         307,410         -           -         -         -           271,000         281,500         10,500           630,600         705,600         75,000           155,500         159,650         4,150           4,159,763         3,791,519         (368,244)           2,899,283         2,865,033         (34,250)           555,350         570,000         14,650           44,000         32,504         (11,496)           62,412         -         -           -         -         -           276,500         281,500         5,000           596,500         612,500         16,000           152,650         159,650         7,000           4,586,695         4,583,599         (3,096)

CITY OF SA	AND POINT - G	ENERAL FUN	ID REVENUE	
	FY20	FY 20		
	Budget	Amended		
			Change	
Revenue:				,
2-Transfer From Reserves	290,000	290,000	-	
200-Capital Gain / Loss	(33,000)	(33,000)	-	
201-Interest Income	20,000	20,000	-	
202-Fines and Penalties	1,000	1,000	-	
203-Other Revenue	5,000	5,000	-	
205-4% Sales Tax	600,000	450,000	(150,000)	
207- Gravel Sales	-	-	-	
213-2% Raw Fish Tax	400,000	240,000	(160,000)	
214-Fine-Late Sales Tax	5,000	5,000	-	
217-7% B&B Tax	14,000	14,000	-	
225-PILT	150,000	150,000	-	
226-Events Revenue	-	-	-	0.000
230-Donations	47,753	47,753	-	
233-Business License Fee	4,000	4,000	_	
234-State PERS On-Behalf Relief	40,000	40,000	-	
238-Anchorage Office	15,000	20,000	5,000	
250-Community Assistance	90,000	90,000	-	
256-State of Alaska/EMPG	-	-	-	
260-State Business Licenses	3,500	3,500	-	
265-DCRA Shared Fish Tax	44,000	12,472	(31,528)	
266-DOR Shared Fish Tax	275,000	158,000	(117,000)	
285-Equipment Rental	47,000	47,000	_	
291-Building Rentals	140,000	140,000	-	
293-Library Grant	_	-	-	
297-Police Misc	-	-	-	
xxxx - HITDA	18,000	18,000	-	
298-EMS Misc	15,000	15,000	-	
Total Revenue	2,191,253	1,737,725	(453,528)	

CITY OF SAND POINT: G	ENERAL FUND EX	PENDITURES 01-1	
	FY20	FY 20	
	Budget	Amended	
			Change
Expenditures:			
Legislative			
300-Salaries	42,000	114,000	72,000
350-Fringe benefits	74,200	-	(74,200)
400-Travel and per diem	20,000	20,000	-
660-Dues and fees	4,000	4,000	-
Total legislative	140,200	138,000	(2,200)
Administration:			
300-Salaries	260,000	260,000	
330-Cash in Lieu of Health Insurance	85,000	85,000	_
350-Fringe benefits	76,000	76,000	-
400-Travel and perdiem	21,000	19,000	(2,000)
410-Supplies	8,500	8,500	(2,000)
420-Fuel	4,000	4,000	
450-Postage	3,500	3,500	
485-Telephone	15,000	15,000	-
500-Equipment	10,000	10,000	
510-Freight	3,000	3,000	
520-Contractual	9,000	9,000	_
540-Equipment maintenance	6,500	6,500	-
570- Airport Leases	7,000	7,000	
610-Professional Services/Audit	43,000	38,000	(5,000)
620-Sales Tax Audit	18,000	18,000	(0,000)
630-Legal	6,000	6,000	-
640-Prop & Liability Insurance	135,000	135,000	-
650-Bank Service Charge	8,500	8,500	_
660-Dues and fees	10,000	10,000	-
670-Elections	1,000	1,000	-
700-Transfer To Other Funds	94,000	72,650	(21,350)
710-Anchorage Office	10,000	10,800	800
730-Hospitality	3,000	3,000	-
750-Bond Payment	180,180	180,180	_
760-Donations	-	-	-
770-Event Costs	10,000	10,000	-
780-Library Grant	2,500	2,500	-
Total administration	1,029,680	1,002,130	(27,550)

CITY OF SAND POINT: GEN	IERAL FUND EX	PENDITURES	01-2
	FY20	FY 20	
	Budget	Amended	
			<u>Change</u>
Expenditures, continued:			
Parks and recreation:			
300-Salaries	21,500	21,500	-
350-Fringe benefits	2,500	2,500	-
500 Equipment	1,000	1,000	-
Total parks and recreation	25,000	25,000	-
Public safety:			
010-Police:			
300-Salaries	378,903	378,903	-
310-911 Dispatchers	25,000	25,000	-
350-Fringe benefits	113,000	113,000	-
400-Travel and per diem	46,000	46,000	_
410-Supplies	5,000	5,000	_
420-Fuel	7,500	7,500	-
485-Telephone	9,000	9,000	-
500-Equipment	25,000	20,000	(5,000)
510-Freight	_	_	-
520-Contractual	10,000	10,000	-
xxx - Training	5,000	5,000	-
540-Equipment Maint	10,000	10,000	-
660-Dues and fees	3,500	3,500	-
Sub-total police	637,903	632,903	(5,000)

CITY OF SAND POINT: GEN	NERAL FUND EX	PENDITURES 0	1-3
	FY20	FY 20	
	Budget	Amended	
Expenditures, continued:			Change
020-Emergency Services			
320-Volunteer Stipend	12,000	12,000	NAME OF THE PROPERTY OF THE PR
400-Travel/Perdiem	1,200	1,200	_
410-Supplies	2,000	2,000	-
470-Utilities	-	-	-
485-Telephone	3,200	3,200	_
500-Equipment	2,500	2,500	-
510-Freight	500	500	-
520-Contractual	6,000	6,000	-
540-Equipment Maintenance	1,500	1,500	-
560-Equipment Fuel	1,000	1,000	-
660-Dues/Fees	500	500	
Sub-total EMS	30,400	30,400	-
090-Fire			
300-Salaries	-	-	-
350-Fringe			_
410-Supplies	1,000	1,000	-
460-Fireboat	700	700	-
470-Utilities	1,500	1,500	-
485-Telephone	750	750	-
500-Equipment	20,000	20,000	_
510-Freight	2,500	2,500	-
540-Equipment Maintenance	3,500	3,500	_
560-Equipment Fuel	1,000	1,000	_
660-Dues/Fees	500	500	
Sub-total fire	31,450	31,450	-
Total Public Safety	699,753	694,753	(5,000)
-			

500-Public works:			
000-General:			
300-Salaries	350,000	350,000	_
350-Fringe benefits	74,000	74,000	_
400-Travel/Perdiem	3,000	3,000	_
410-Supplies	15,000	15,000	_
420-Fuel	25,000	25,000	-
470-Utilities/Street Lights	17,000	17,000	-
485-Telephone	6,000	6,000	-
500-Equipment	25,000	25,000	-
510-Freight	10,000	10,000	-
520-Contractual	55,000	55,000	-
540-Equipment maintenance	55,000	55,000	-
560-Equipment fuel	10,000	10,000	-
600-Repairs	75,000	75,000	-
660-Dues and fees	500	500	
Total general public works	720,500	720,500	
800-Facilities			
000-General	′		
300-Salaries	88,000	88,000	-
350-Fringe benefits	47,000	47,000	_
Total facilities	135,000	135,000	ER.

	FY20	FY 20	
	Budget	Amended	
			Change
040-New Clinic			<u> </u>
410-Supplies	300	300	-
510-Freight	300	300	-
600-Repairs and Maintenance	2,000	15,000	13,00
Total new clinic	2,600	15,600	13,00
050-Municipal Building			
410-Supplies	12,000	12,000	
420-Fuel	30,000	30,000	-
470-Utilities	15,000	14,000	(1,00
485-Phone	2,500	2,500	_
500-Equipment	3,000	3,000	
510-Freight	4,500	4,500	
540-Equipment Maintenance	1,500	4,000	2,50
600-Repairs & Maintenance	25,000	15,000	(10,00
660-Dues/Fees	300	300	-
Total municipal building	93,800	85,300	(8,50
055-Teen Center			
420-Fuel	2,500	2,500	_
470-Utilities	1,500	1,500	_
600-Repairs & Maintenance	500	500	
Total teen center	4,500	4,500	Lamber 1
060-4 Plex			
410-Supplies	500	500	-
420-Fuel	12,000	8,000	(4,00
470-Utilities	3,000	3,000	-
500-Equipment	1,500	1,500	-
510-Freight	1,000	1,000	-
600-Repairs & Maintenance	1,000	1,000	
Total 4plex	19,000	15,000	(4,00

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GAMI	NG FUND 02			
	FY20	FY 20		
	Budget	Amended		
			Change	
Revenue:				
203-Other Revenue	5,000	-	(5,000)	
294-Bingo	40,000	45,000	5,000	
295-Pull tab	525,000	525,000	-	
Total revenues	570,000	570,000		
Expenditures: Bingo & Pulltabs				
230-Donations	50,000	70,000	20,000	
300-Salaries	36,050	36,050	20,000	
350-Fringe Benefits	4,000	4,000	_	
410-Supplies	500	1,000	500	
485-Telephone	1,000	1,000	-	
500-Equipment	2,500	1,000	(1,500)	
510-Freight	300	300	-	A
650-Bank service charges	3,000	3,000	-	
660-Dues and fees	4,000	4,000	-	
830-Bingo prizes	30,000	30,000	_	
840-Door prizes	3,500	3,500	-	
850-Bingo supplies	1,000	1,000	-	
860-Pull-tab prizes	400,000	400,000	-	
870-Pull tab purchases	15,000	15,000		
880-Pull-tab tax	4,500	4,500		
Total expenditures	555,350	574,350	19,000	
Projected Surplus/(Deficit)	14,650	(4,350)	(19,000)	

SILVER SALMON DERBY FUND 03				
	FY20	FY 20		
	Budget	Amended		
			<u>Difference</u>	
Revenue:				
03-230-Donations	4,000	3,250	(750)	
03-292-Revenues	30,000	26,384	(3,616)	
Total revenue	34,000	29,634	(4,366)	
Expenditures:				
410-Supplies	22,000	22,384	384	
660-Dues/Fees	10,000	120	(9,880)	
760-Donations	10,000	10,000	-	
800-Prizes	2,000		(2,000)	
Total expenditures	44,000	32,504	(11,496)	

CLINIC FUND 10				
	FY20	FY 20		
	Budget	Amended		
			<u>Change</u>	
Revenue				
257-Revenue Federal	307,410	307,410		
Total revenue	307,410	307,410		
Expenditures:				
520-Contractual	62,412	62,412	-	
Total expenditures	62,412	62,412	_	
Projected Surplus/(Deficit)	244,998	244,998		

#### **ROCK FUND 58**

	FY20	FY 20	
	Budget	Amended	
			<u>Change</u>
Revenue			
207-Gravel Sales	-	-	
Total revenue	-	-	
Expenditures:			
500-Equipment	-	-	-
540-Equipment Maintenance	-	-	-
826-Blasting/Materials	-	-	-
827-Royalty Payments			
Total expenditures	-	-	_
Projected Surplus/(Deficit)	<u></u>	1	

WATER & SEWER FUND 61				
	FY20	FY 20		
	Budget	Amended		
			Change	
Revenue:				
202-Fines and Penalties	1,000	1,000	-	
206-User Fees water/sewer	200,000	220,000	20,000	
235-Transfer from GF	70,000	60,500	(9,500)	
243-USDA Grant				
Total revenues	271,000	281,500	10,500	
Expenditures:				
300-Salaries	95,000	98,000	3,000	
350-Fringe (Employee) Benefits	33,000	35,000	2,000	
400-Travel and per diem	5,000	5,000	-	
410-Supplies	25,000	25,000	-	
420-Fuel	18,000	18,000	-	
470-Utilities	20,000	20,000	-	
485-Telephone	5,000	5,000	_	
500-Equipment	8,000	8,000	_	
510-Freight	10,000	10,000	-	
520-Contractual (USDA)	-	-	-	
540-Equipment maintenance	15,000	15,000	-	
557-Overpayments on account	_	-	-	
560-Equipment Fuel	1,000	1,000	-	
600-Repairs & Maintenance	35,000	35,000	-	
660-Dues and fees	6,500	6,500	_	
Total expenditures	276,500	281,500	5,000	
Projected Surplus/(Deficit)	(5,500)		5,500	

BOAT HARBOR FUND 62				
	FY20	FY 20		
	Budget	Amended		
			<u>Change</u>	
Revenue:				
201-Interest	5,000	5,000	-	
203-Other Revenue	10,000	10,000	-	
210-Moorage	225,000	280,000	55,000	
211-Haulout (Travel Lift)	90,000	110,000	20,000	
212-Harbor Rents/Leases	85,000	85,000	-	
215-Wharfage	95,000	95,000	-	
219-Elec Service Fee	8,000	8,000	-	
220-Electric Deposit	1,100	1,100	_	
221-Van Storage	20,000	20,000	_	
222-Electicity Stalls	30,000	30,000	-	
223-Electricity-Uplands	4,000	4,000	_	
224-Locker Rentals	15,000	15,000	-	
237-Harbor Storage	2,500	2,500	-	
285-Equipment Rental	40,000	40,000	-	
Total revenue	630,600	705,600	75,000	
·				
Expenditures:				
300-Salaries	288,000	300,000	12,000	
350-Fringe (Employee) Benefits	114,000	118,000	4,000	
400-Travel and Per Diem	3,000	3,000	-	
410-Supplies	10,000	10,000	_	
420-Fuel	15,000	15,000	-	
470-Utilities	75,000	75,000	-	
485-Telephone	5,000	5,000	_	
500-Equipment	10,000	10,000	-	
510-Freight	8,000	8,000	-	
520-Contractual	8,000	8,000	_	
540-Equipment Maintenance	45,000	45,000	_	
560-Equipment Fuel	2,500	2,500	-	
600-Repairs	12,500	12,500	-	
660-Dues and fees	500	500		
Total expenditures	596,500	612,500	16,000	
Ducio eta d Complete (ID a 5 - 10)	24 400	02 400	E0 000	
Projected Surplus/(Deficit)	34,100	93,100	59,000	

REFUSE COLL	ECTION FUND 6	5	
	FY20	FY 20	
	Budget	Amended	
			Change
Revenue:			
202-Fines and Penalties	1,500	1,500	-
204-User Fees refuse	130,000	146,000	16,000
235-Transfer In	24,000	12,150	(11,850)
Total revenue	155,500	159,650	4,150
Expenditures: Refuse			
300-Salaries	100,000	105,000	5,000
350-Fringe (Employee) Benefits	27,000	29,000	2,000
400-Travel/Perdiem	-	-	_
410-Supplies	2,500	2,500	-
420-Fuel	3,000	3,000	-
500-Equipment	1,000	1,000	-
510-Freight	1,500	1,500	-
540-Equipment maintenance	10,000	10,000	-
560-Equipment fuel	5,000	5,000	-
660-Dues and fees	250	250	Market Control of Cont
Total expenditures ops	150,250	157,250	7,000
Expenditures: Recycle Center			And the state of t
410-Supplies	250	250	-
420-Fuel	250	250	<b></b>
470-Utilities	1,500	1,500	
510-Freight	100	100	
600-Repairs	300	300	
Total expenditures ops	2,400	2,400	
Total expenditures ops(combined)	152,650	159,650	7,000
Projected Surplus/(Deficit)	2,850		(2,850)

## **OLD BUSINESS**

### **NEW BUSINESS**

# AEB COMMUNITY ASSISTANCE GRANT PROGRAM

#### City of Sand Point

### Memo

**To:** Mayor Gardner

**From:** Jordan Keeler, Administrator

cc: City Council

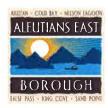
**Date:** January 2, 2020

**Re:** Shared Fisheries Business Tax Application

The Aleutians East Borough has decided to issue \$100k to all communities in the borough and base the program off the State's Community Revenue Sharing model for distributing funds. The attached documents outlines the broad conditions and uses for the funds, so this offers the City some flexibility on how to proceed. Note that the borough's offer is not a blank check, so the City has to provide documentation on the cost for whatever route the City takes. Here are some suggestions in no particular order for consideration:

- 1. Replace the Gehl The Gehl is reaching the end of its useful life and the funds would help cover most of the replacement cost for a new Gehl or other make of forked boom.
- 2. Cover Inspector Slease's salary The City is covering year four of the COPS grant as required and this commitment ends September 30 of this year. The funds are enough to cover his salary and have some left over for other uses.
- 3. Pay for insurance The funding allows for retroactive reimbursement of City expense, so the City could use the funds to pay the liability insurance we purchase yearly through AMLJIA. This would not cover the full cost but would cover 75% of the cost.
- 4. Fund deferred maintenance Each department will create a list of their most pressing needs and associated dollar cost, then council will select the projects to be funded.
- 5. Split the funding spread the funding over several areas including equipment repair, staffing and insurance.
- 6. Other I'm more than open to suggestions.

The paperwork isn't due until February 18<sup>th</sup>, so a decision does not need to be made at this meeting because we will meet again before the deadline.



#### Sent via E-Mail and U.S. Mail

December 13, 2019

Mayor Gardner
P.O. Box 249
Sand Point, AK 99661
Email: sptmayor@arctic.net

#### Dear Mayor Gardner:

In FY20, Borough communities have been impacted by budget constraints at the State/Federal level and by changes within the fishing industry. These changes have negatively impacted the majority of the Borough communities' budgets in FY20 and may continue to affect operations in the future. In an effort to assist the communities, the Borough is offering a one-time Borough Community Assistance Grant to each of the Borough communities of Akutan, Cold Bay, False Pass, King Cove, Nelson Lagoon and Sand Point in an amount not to exceed \$100,000.

The Community Assistance funds may only be used for one or a combination of the following community operational needs in an amount not to exceed \$100,000:

- 1. Fuel
- 2. Electricity
- 3. Insurance (excluding health insurance)
- 4. Water/Sewer
- 5. Public Safety
- 6. Fire
- 7. Necessary Repairs and Renovations on Community Owned Facilities, which may include harbors and roads.
- 8. Other operational needs may be proposed for consideration.

The Community Operational Budget Request Process can be found below:

#### Aleutians East Borough Community Assistance Grant Program Request Process

1. Request Deadline. Requests must be submitted electronically to Anne Bailey, Borough Administrator, at <a href="mailto:abailey@aeboro.org">abailey@aeboro.org</a> on or before the close of business on <a href="mailto:February">February</a> 18, 2020. If the community does not submit the request by this date it will not be considered for funding.

- 2. **Required Request Documentation.** Requests must be submitted to the Administrator on the attached Aleutians East Borough Community Assistance Grant Program Request Form.
- 3. Request Review Process. Borough Administration will review the requests and determine if they meet the criteria. A meeting between the Borough and community may be required to discuss the request in more detail.
- 4. **Borough Community Assistance Grant Program Requirements.** A grant agreement between the community and the Borough will be required.

I have attached the Aleutians East Borough's Community Assistance Grant Program Request form for your use.

If you have any questions regarding the Borough's Community Assistance Grant Program, please contact me at (907) 274-7580 or <a href="mailto:abailey@aeboro.org">abailey@aeboro.org</a>.

Sincerely,

Anne Bailey

Borough Administrator

Cc: Jordan Keeler, City Administrator



#### Aleutians East Borough's FY20 Community Assistance Grant Program Request Form

Deadline: February 18, 2020

Name of Community

**Mailing Address** 

**Contact Name** 

**Contact Email Address** 

City, State, Zip Code		Contact Phone
ACKN	NOWLEDGE THE REQUIREMENT BY	CHECKING EACH BOX:
	,	a's Community Assistance Grant Program mount not to exceed \$100,000 to the community all needs.
	water/sewer, public safety, fire and neces	ectricity, insurance (excluding health insurance) sary repairs and renovations on community The community understands other operational
	The community understands the Borough 2020 operational expenditures that the co	will accept proposals to pay for Fiscal Year mmunity has already incurred.
	The community understands that a grant a Borough will be required.	agreement between the community and the
	The community will maintain all records operational budget payment for at least that audit finding, questioned costs, litigation	nree years, or longer if there is an unresolved

CERTIFICATION:					
As the highest ranking official, I certify the	(Name of Community)	understands the			
requirements for receiving the operational budget payment.					
Signature	Date				
Printed Name and Title	_				

#### Aleutians East Borough's FY20 Community Assistance Grant Program Request Form

Name of Cor	nmunity
Please describe below how your community propos Operational Budget Request payment.	ses to use the \$100,000 Community
FUEL	\$
ELECTRICITY	\$
INSURANCE (excluding health insurance)	\$
WATER/SEWER	\$
PUBLIC SAFETY	\$
FIRE	\$
NECESSARY REPAIRS AND RENOVATIONS ON COMMUNITY OWNED FACILITIES	\$
OTHER	\$
OTHER	\$
ESTIMATED PAYMENT	<b>\$</b>

### **PUBLIC COMMENTS**

## **COUNCIL COMMENTS**

## **ADJOURNMENT**

## FYI