

CITY OF SAND POINT COUNCIL MEETING



Wednesday, July 20, 2022

Workshop : 2:00 pm

Meeting: 7:00 pm

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

CITY OF SAND POINT

(Packet will be available on website July 15, 2022)

www.sandpointak.com



MAYOR

Mayor James Smith - Office Exp. 2023

COUNCIL MEMBERS

Danny Cumberlidge	Seat A - Exp. 2022
Allan Starnes	Seat B - Exp. 2023
Shirley Brown	Seat C - Exp. 2022
Jack Foster Jr.	Seat D - Exp. 2023
Marita Gundersen	Seat E - Exp. 2024
Arlene Gundersen	Seat F - Exp. 2024

SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

Regular Meeting

July 20, 2022 7:00 pm

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

CONSENT AGENDA:

1. Minutes: Minutes of Regular Meeting June 3, 2022

REPORTS:

1. Finance Officer
2. Administrator
3. Police Chief
4. EMS Director
5. Fire Chief
6. Public Works Director
7. Water / Sewer Supervisor
8. Harbor Master

HEARINGS, ORDINANCES AND RESOLUTIONS:

OLD BUSINESS:

NEW BUSINESS:

1. Contract for Professional Services
2. Building Permit: George Huckobey
3. Donation Request: QTT Grave Yard Clean Up
4. Donation Request: Sand Point Silver Salmon Derby
5. City Building Repair
6. Trident Water Rate Discussion

PUBLIC COMMENTS

EXECUTIVE SESSION: Outstanding Litigation

COUNCIL COMMENTS

ADJOURNMENT

Note: Due to concerns about the COVID-19 virus and to follow best practices in order to prevent the spread of the virus, the meeting will also be held telephonically. Please call 1-800-315- 6338 and use the passcode 26961 followed by the # key.

POSTED: 07/15/2022

CONSENT AGENDA

CALL TO ORDER:

The regular meeting of the Sand Point City Council was held Friday, June 3, 2022 in the City Chambers and telephonically. Mayor James Smith called the meeting to order at 7:05 p.m.

ROLL CALL:

James Smith	Mayor	Present
Danny Cumberlidge	Seat A	Present
Allan Starnes	Seat B	Present
Shirley Brown	Seat C	Present
Jack Foster Jr.	Seat D	Present - Telephonically
Marita Gundersen	Seat E	Present
Arlene Gundersen	Seat F	Present - Excused

A quorum was established.

Staff in attendance:

- Jordan Keeler, Administrator
- Shannon Sommer, Clerk
- Kurtis Gundersen, Finance Officer
- Dave Anderson, Police Chief
- Carmen Holmberg, EMS Director - Telephonically
- Julius Karlsen, Public Works Director - Telephonically
- Dylan Jacobsen, Water & Sewer Supervisor
- Allen Kuchenoff Jr., Harbor Master

APPROVAL OF AGENDA:

Mayor James Smith requested a motion to approve the agenda with the addition of Donation Request under New Business and an Executive Session for Performance Reviews and Legal Matters.

MOTION: Council Member Shirley Brown made a motion to approve the agenda.

SECOND: Council Member Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

CONSENT AGENDA:

Mayor James Smith requested a motion to approve the consent agendas.

MOTION: Council Member Marita Gundersen made a motion to approve the Regular Meeting Minutes of May 10, 2022.

SECOND: Council Member Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Finance Officer – Kurtis Gundersen

Finance Officer Kurtis Gundersen reported for the month of April 2022 that Raw Fish Tax was \$51,631.27 and Sales Tax was \$30,697.45.

Administrator – Jordan Keeler

Administrator Jordan Keeler said he didn't have a lot to report since the last meeting was not long ago. He stated that the City would get \$40,000 from their ownership stake in the Anchorage office. He thanked those who responded to the fire in May. He also thanks Julius Karlsen for his follow up on the AML/JIA visit.

Police Chief – David Anderson

Chief Andersen reported that the Department of Corrections was in town to contact 9 people on probation or parole. He noted Officer Lowery has been busy across Anchorage. Chief Anderson stated that staffing has been a problem since the pandemic and is requesting to split the 4th officer budget and spread to other three to keep officers around. He explained there was a cost breakdown in front of Council for the proposed budget. Council Member Brown stated that they would decide during the budget hearing.

EMS Director– Carmen Holmberg

EMS Director Carmen Holmberg gave her report for the month of April 2022. Rescue 1 had received 4 calls, including 3 tone outs and 1 medevac. They attended the Danger Point Fire and held an EMS BBQ attended by 75 people. She stated she was absent for a week and now has the EMS cruiser and thanked Chief Anderson for getting it set up.

Fire Chief – Robert Gaddotti

No Report.

Public Works Director – Julius Karlsen

Public Works Director Julius Karlsen reported they maintained the roads. They've been working with the GCI contractor as they are laying cable for the fiber optic. They also sent out some radiators to get replaced, maintained equipment, serviced the oil burners, and assisted with the Danger Point Fire.

Water & Sewer Supervisor – Dylan Jacobsen

Water & Sewer Supervisor Dylan Jacobsen reported that he and Brandon dug up some sewer and used the camera inspection. Did the reporting. Did locate for the GCI contractor and has been in the field most of the week. A watermain on the float was leaking and has been fixed. They met with ANTHC project manager. They turned on water for seasonal residents and missed time with COVID.

Harbor Master – Allen Kuchenoff Jr.

Harbor Master Allen Kuchenoff Jr. reported that they have been busy hauling and launching boats. They also repaired the pipe on B and C float, fixed the cable on the small travel lift, and performed maintenance on the New Travel Lift and Gehl.

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Ordinance 2022-02: FY23 Budget – 2nd Reading

MOTION: Council Member Shirley Brown made a motion to put Ordinance 2022-02: FY23 Budget on the floor for 2nd Reading.

SECOND: Council Member Danny Cumberlidge seconded the motion.

VOTE: Motion passed unanimously.

Administrator Keeler stated the General Fund consists of Raw Fish and Sales Tax and that Raw Fish tax can be variable and the Sales Tax tends to with it. The expenditure side, the general fund looked somewhat better than the last fiscal year. The ability to refinance the City's general obligation bond will save the City about

\$20,000 in the current year and for years to come. The Bingo Fund is an enterprise fund and can only be used on community purposes. The Silver Salmon Derby fund acts as a bank for it and he recommended the City step away from this role. The ARPA and LGLR Fund needed to be used by a certain date. The Clinic Fund is funded from the Indian Health Service and stated he is working with EAT to get extra funds for repairs. The Water/Wastewater Fund is budgeted based on 'business as normal' revenues and expenses and the City will take over Trident Seafoods Corporation water system production, which will mean a change later on. The Harbor Fund had two major changes with the new Travelift bond payment and saving money on not dumping money into the old one. The Solid Waste Fund will not have that much of a change but the City did ask the state for Capital Funds to buy a new incinerator. Administrator Keeler reminded everyone that money budgeted didn't mean it had to spend it all and department wouldn't be penalized in the future. He stated that payroll is down due to attrition and lack of qualified applicants. He suggested a post-fishing meeting to sit down and figure out the financial and staffing future.

He said Council can make a motion to approve the requested changes to the Police Department. Council Member Brown asked about moving the Teen Center into the Bingo Fund, and he stated the debit is to the general fund and the credit would come from the Bingo Fund. Administrator Keeler stated the final audit had not come yet so he couldn't give the final figures for last year.

MOTION: Council Member Shirley Brown made a motion to amend Ordinance 2022-02: FY23 Budget to reflect the revised Police Department payroll and fringe request.

SECOND: Council Member Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

MOTION: Council Member Shirley Brown made a motion to adopt Ordinance 2022-02: FY23 Budget

SECOND: Council Member Danny Cumberlidge seconded the motion.

VOTE: Vote passed unanimously

2. Ordinance 2022-03 Amending City Manager to City Administrator – 2nd Reading

Administrator Keeler stated that the minor language changes are needed to change "Manager" to "Administrator" three places in code. Administrator Keeler stated he had no objection to filling out a financial disclosure form as result of the new language.

MOTION: Council Member Shirley Brown made a motion to put Ordinance 2022-03: Amending City Manager to City Administrator on the floor for 2nd Reading.

SECOND: Council Member Marita Gundersen seconded the motion.

MOTION: Council Member Marita Gundersen to adopt Ordinance 2022-03: Amending City Manager to City Administrator.

SECOND: Council Member Danny Cumberlidge seconded the motion.

VOTE: Vote passed unanimously

OLD BUSINESS: None.

NEW BUSINESS:

1. Building Permit: Matt and Emily Thoft

MOTION: Council Member Shirley Brown made a motion to approve the Development Permit for Matt and Emily Thoft.

SECOND: Council Member Danny Cumberlidge seconded the motion.

VOTE: Motion passed unanimously.

2. Donation Request: Jerri Nyberg for Softball

Jerri Nyberg explained how COVID was bad for the kids and she was asked to have softball this year. She stated that the softball shed had been burgled and they need new equipment. She was concerned about the adult game a few years ago had some adults smoking and it was a negative influence. She requested backup to keep this from happening. Council Member Brown volunteered her husband to mow the field. Mrs. Nyberg stated that the older kids could play with the adults. She also stated she would get waivers.

MOTION: Council Member Shirley Brown made a motion to donate \$2,500 to the Donation Request: Jerri Nyberg

SECOND: Council Member Danny Cumberlidge seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS:

None

EXECUTIVE SESSION:

MOTION: Council Member Marita Gundersen made a motion to go into Executive Session for Performance Reviews at 7:38 pm.

SECOND: Council Member Danny Cumberlidge seconded the motion.

Council exited Executive Session at 9:37 pm.

Mayor Smith recommended the termination of the City Clerk.

MOTION: Council Member Marita Gundersen made a motion to terminate the employment of the City Clerk pursuant to section IV. A of the contract.

SECOND: Council Member Jack Foster seconded the motion.

VOTE: Council Members Foster, Cumberlidge, Starnes and M. Gundersen voted in favor of the motion. Council Member Brown voted against it. Motion carried.

MOTION: Council Member Shirley Brown made a motion to go into Executive Session to discuss legal issues at 9:46 pm.

SECOND: Council Member Danny Cumberlidge seconded the motion.

Council exited Executive Session at 9:52 pm.

No further action was taken.

COUNCIL COMMENTS:

Council Member Shirley Brown asked to review the Personnel Policies Procedures Manual at the next meeting.

ADJOURNMENT:

MOTION: Council Member Danny Cumberlidge made a motion to adjourn.

SECOND: Council Member Marita Gundersen seconded the motion.

The meeting adjourned at 10:06 p.m.

James Smith Sr., Mayor

ATTEST:

City Clerk

REPORTS

FINANCE OFFICER

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

07/08/22 2:57 PM

Page 1

Current Period: MAY 21-22

	21-22 YTD Budget	21-22 YTD Amt	MAY MTD Amt	21-22 YTD Balance	% of YTD
GENERAL FUND					
LEGISLATIVE	\$100,000.00	\$78,614.16	\$3,422.19	\$21,385.84	78.61%
ADMINISTRATION	\$1,057,882.41	\$1,039,549.96	\$76,140.33	\$18,332.45	98.27%
PARKS AND RECREATION	\$13,000.00	\$8,178.07	\$2,105.96	\$4,821.93	62.91%
PUBLIC SAFETY	\$634,200.00	\$620,811.15	\$44,106.38	\$13,388.85	97.89%
PUBLIC WORKS	\$495,500.00	\$376,888.23	\$45,743.03	\$118,611.77	76.06%
FACILITIES	\$279,623.00	\$195,706.77	\$21,911.22	\$83,916.23	69.99%
<i>Total GENERAL FUND</i>	<u>\$2,580,205.41</u>	<u>\$2,319,748.34</u>	<u>\$193,429.11</u>	<u>\$260,457.07</u>	<u>89.91%</u>
BINGO FUND					
ADMINISTRATION	\$373,588.00	\$410,825.33	\$45,593.52	-\$37,237.33	109.97%
<i>Total BINGO FUND</i>	<u>\$373,588.00</u>	<u>\$410,825.33</u>	<u>\$45,593.52</u>	<u>-\$37,237.33</u>	<u>109.97%</u>
SILVER SALMON DERBY					
FIRE	\$37,500.00	\$37,434.14	\$0.00	\$65.86	99.82%
<i>Total SILVER SALMON DERBY</i>	<u>\$37,500.00</u>	<u>\$37,434.14</u>	<u>\$0.00</u>	<u>\$65.86</u>	<u>99.82%</u>
CLINIC OPERATIONS/MAINTENANCE					
ADMINISTRATION	\$62,412.00	\$0.00	\$0.00	\$62,412.00	0.00%
<i>Total CLINIC OPERATIONS/MAINTENANCE</i>	<u>\$62,412.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$62,412.00</u>	<u>0.00%</u>
ROCK CRUSHER ENTERPRISE FUND					
PUBLIC WORKS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total ROCK CRUSHER ENTERPRISE FUND</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
WATER/SEWER OPERATIONS					
WATER/SEWER	\$261,950.00	\$141,664.91	\$9,489.10	\$120,285.09	54.08%
<i>Total WATER/SEWER OPERATIONS</i>	<u>\$261,950.00</u>	<u>\$141,664.91</u>	<u>\$9,489.10</u>	<u>\$120,285.09</u>	<u>54.08%</u>
HARBOR/PORT OPERATIONS					
HARBOR	\$411,300.00	\$844,868.84	\$41,408.97	-\$433,568.84	205.41%
<i>Total HARBOR/PORT OPERATIONS</i>	<u>\$411,300.00</u>	<u>\$844,868.84</u>	<u>\$41,408.97</u>	<u>-\$433,568.84</u>	<u>205.41%</u>
SOA DOCK					
HARBOR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total SOA DOCK</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
REFUSE COLLECTION					
PUBLIC WORKS	\$151,500.00	\$135,746.05	\$10,502.05	\$15,753.95	89.60%
<i>Total REFUSE COLLECTION</i>	<u>\$151,500.00</u>	<u>\$135,746.05</u>	<u>\$10,502.05</u>	<u>\$15,753.95</u>	<u>89.60%</u>
Report Total	<u>\$3,878,455.41</u>	<u>\$3,890,287.61</u>	<u>\$300,422.75</u>	<u>-\$11,832.20</u>	<u>100.31%</u>

CITY OF SAND POINT

07/08/22 2:56 PM

Page 1

*Fund Summary -
Budget to Actual©

MAY 21-22

	21-22 YTD Budget	MAY MTD Amount	21-22 YTD Amount	21-22 YTD Balance	21-22 % YTD Budget
FUND 01 GENERAL FUND					
Revenue	\$2,133,510.51	\$118,155.37	\$2,044,115.38	\$89,395.13	95.81%
Expenditure	\$2,580,205.41	\$193,429.11	\$2,319,748.34	\$260,457.07	89.91%
		<u>-\$75,273.74</u>	<u>-\$275,632.96</u>		
FUND 02 BINGO FUND					
Revenue	\$365,000.00	\$55,406.50	\$435,340.50	-\$70,340.50	119.27%
Expenditure	\$373,588.00	\$45,593.52	\$410,825.33	-\$37,237.33	109.97%
		<u>\$9,812.98</u>	<u>\$24,515.17</u>		
FUND 03 SILVER SALMON DERBY					
Revenue	\$40,075.00	\$0.00	\$41,557.26	-\$1,482.26	103.70%
Expenditure	\$37,500.00	\$0.00	\$37,434.14	\$65.86	99.82%
		<u>\$0.00</u>	<u>\$4,123.12</u>		
FUND 09 ARPA LOCAL GOVT LOST REV					
Revenue	\$0.00	\$404,469.68	\$404,469.68	-\$404,469.68	0.00%
		<u>\$404,469.68</u>	<u>\$404,469.68</u>		
FUND 10 CLINIC OPERATIONS/MAINTENANCE					
Revenue	\$307,410.00	\$0.00	\$0.00	\$307,410.00	0.00%
Expenditure	\$62,412.00	\$0.00	\$0.00	\$62,412.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 61 WATER/SEWER OPERATIONS					
Revenue	\$261,950.00	\$20,257.43	\$225,598.35	\$36,351.65	86.12%
Expenditure	\$261,950.00	\$9,489.10	\$141,664.91	\$120,285.09	54.08%
		<u>\$10,768.33</u>	<u>\$83,933.44</u>		
FUND 62 HARBOR/PORT OPERATIONS					
Revenue	\$769,768.00	\$45,156.76	\$576,452.93	\$193,315.07	74.89%
Expenditure	\$411,300.00	\$41,408.97	\$844,868.84	-\$433,568.84	205.41%
		<u>\$3,747.79</u>	<u>-\$268,415.91</u>		
FUND 63 SOA DOCK					
Revenue	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		<u>\$0.00</u>	<u>\$0.00</u>		
FUND 65 REFUSE COLLECTION					
Revenue	\$156,701.60	\$17,377.11	\$147,429.77	\$9,271.83	94.08%
Expenditure	\$151,500.00	\$10,502.05	\$135,746.05	\$15,753.95	89.60%
		<u>\$6,875.06</u>	<u>\$11,683.72</u>		
Report Total		<u>\$360,400.10</u>	<u>-\$15,323.74</u>		

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

07/08/22 2:58 PM

Page 1

Current Period: MAY 21-22

		21-22	21-22	MAY	21-22	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
GENERAL FUND						
Active	R 01-002 GENERAL FUND/WELLS F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-200 CAPITAL GAIN / LOSS	\$0.00	-\$44,698.49	\$1,626.45	\$44,698.49	0.00%
Active	R 01-201 INTEREST INCOME	\$8,000.00	\$15,761.10	\$519.31	-\$7,761.10	197.01%
Active	R 01-202 FINES AND PENALTIES	\$1,500.00	\$840.89	\$265.50	\$659.11	56.06%
Active	R 01-203 OTHER REVENUE	\$2,500.00	\$190,376.28	\$0.00	-\$187,876.28	7615.05%
Active	R 01-205 4% SALES TAX	\$600,000.00	\$737,062.52	\$46,868.77	-\$137,062.52	122.84%
Active	R 01-208 CARES INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-213 RAW FISH TAX	\$525,000.00	\$554,809.96	\$53,648.46	-\$29,809.96	105.68%
Active	R 01-214 FINE-LATE SALES TAX	\$250.00	\$650.44	\$287.30	-\$400.44	260.18%
Active	R 01-217 7% B & B Tax	\$3,000.00	\$7,733.99	\$405.53	-\$4,733.99	257.80%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-230 DONATIONS	\$76,668.51	\$1,000.00	\$0.00	\$75,668.51	1.30%
Active	R 01-232 FIRE MISC REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$4,000.00	\$1,725.00	\$475.00	\$2,275.00	43.13%
Active	R 01-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-238 ANCHORAGE OFFICE	\$15,000.00	\$30,000.00	\$0.00	-\$15,000.00	200.00%
Active	R 01-250 STATE REVENUE SHARIN	\$87,901.00	\$78,785.45	\$0.00	\$9,115.55	89.63%
Active	R 01-256 REVENUE--STATE OF ALA	\$158,350.00	\$128,420.68	\$0.00	\$29,929.32	81.10%
Active	R 01-257 REVENUE--FEDERAL GOV	\$256,841.00	\$437.27	\$0.00	\$256,403.73	0.17%
Active	R 01-260 STATE LIQUOR SHARE TA	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 01-265 SOA DOCCED SHARED FI	\$28,000.00	\$34,328.64	\$0.00	-\$6,328.64	122.60%
Active	R 01-266 SOA DOR FISH BUS SHAR	\$158,000.00	\$158,350.66	\$0.00	-\$350.66	100.22%
Active	R 01-285 EQUIPMENT RENTAL	\$35,000.00	\$34,940.78	\$5,935.55	\$59.22	99.83%
Active	R 01-290 AK HIDTA PROGRAM	\$9,000.00	\$7,842.23	\$0.00	\$1,157.77	87.14%
Active	R 01-291 BUILDING RENTALS	\$110,000.00	\$97,179.84	\$8,123.50	\$12,820.16	88.35%
Active	R 01-293 LIBRARY GRANT	\$7,000.00	-\$7,000.00	\$0.00	\$14,000.00	-100.00%
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	\$800.00	\$0.00	-\$800.00	0.00%
Active	R 01-298 EMS MISC REVENUE	\$45,000.00	\$14,768.14	\$0.00	\$30,231.86	32.82%
	Total	\$2,133,510.51	\$2,044,115.38	\$118,155.37	\$89,395.13	95.81%
	Total GENERAL FUND	\$2,133,510.51	\$2,044,115.38	\$118,155.37	\$89,395.13	95.81%
BINGO FUND						
Active	R 02-294 BINGO REVENUE	\$15,000.00	\$15,328.00	\$1,842.00	-\$328.00	102.19%
Active	R 02-295 PULL TAB REVENUE	\$350,000.00	\$420,012.50	\$53,564.50	-\$70,012.50	120.00%
	Total	\$365,000.00	\$435,340.50	\$55,406.50	-\$70,340.50	119.27%
	Total BINGO FUND	\$365,000.00	\$435,340.50	\$55,406.50	-\$70,340.50	119.27%
SILVER SALMON DERBY						
Active	R 03-230 DONATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 03-292 SILVER SALMON DERBY	\$40,075.00	\$41,557.26	\$0.00	-\$1,482.26	103.70%
	Total	\$40,075.00	\$41,557.26	\$0.00	-\$1,482.26	103.70%
	Total SILVER SALMON DERBY	\$40,075.00	\$41,557.26	\$0.00	-\$1,482.26	103.70%
ARPA LOCAL GOVT LOST REV						
Active	R 09-256 REVENUE--STATE OF ALA	\$0.00	\$404,469.68	\$404,469.68	-\$404,469.68	0.00%
Active	R 09-257 REVENUE--FEDERAL GOV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total	\$0.00	\$404,469.68	\$404,469.68	-\$404,469.68	0.00%
	Total ARPA LOCAL GOVT LOST REV	\$0.00	\$404,469.68	\$404,469.68	-\$404,469.68	0.00%

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

07/08/22 2:58 PM

Page 2

Current Period: MAY 21-22

		21-22	21-22	MAY	21-22	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
CLINIC OPERATIONS/MAINTENANCE						
Active	R 10-257 REVENUE--FEDERAL GOV	\$307,410.00	\$0.00	\$0.00	\$307,410.00	0.00%
Active	R 10-291 BUILDING RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$307,410.00	\$0.00	\$0.00	\$307,410.00	0.00%
Total CLINIC OPERATIONS/MAINTENANCE		\$307,410.00	\$0.00	\$0.00	\$307,410.00	0.00%
WATER/SEWER OPERATIONS						
Active	R 61-202 FINES AND PENALTIES	\$1,500.00	\$973.74	\$65.26	\$526.26	64.92%
Active	R 61-203 OTHER REVENUE	\$0.00	\$25,000.00	\$0.00	-\$25,000.00	0.00%
Active	R 61-206 WATER/SEWER REVENUE	\$225,000.00	\$199,624.61	\$20,192.17	\$25,375.39	88.72%
Active	R 61-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-235 TRANSFER IN	\$35,450.00	\$0.00	\$0.00	\$35,450.00	0.00%
Active	R 61-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$261,950.00	\$225,598.35	\$20,257.43	\$36,351.65	86.12%
Total WATER/SEWER OPERATIONS		\$261,950.00	\$225,598.35	\$20,257.43	\$36,351.65	86.12%
HARBOR/PORT OPERATIONS						
Active	R 62-201 INTEREST INCOME	\$5,000.00	\$6,372.16	\$408.51	-\$1,372.16	127.44%
Active	R 62-203 OTHER REVENUE	\$5,000.00	\$1,608.01	\$0.00	\$3,391.99	32.16%
Active	R 62-210 HARBOR/MOORAGE	\$315,000.00	\$240,643.35	\$12,855.88	\$74,356.65	76.39%
Active	R 62-211 HARBOR/TRAVELLIFT	\$150,000.00	\$91,276.44	\$12,059.52	\$58,723.56	60.85%
Active	R 62-212 BOAT HARBOR/RENTS	\$138,268.00	\$127,316.44	\$12,113.94	\$10,951.56	92.08%
Active	R 62-215 HARBOR/WHARFAGE	\$45,000.00	\$15,052.25	\$828.38	\$29,947.75	33.45%
Active	R 62-219 HARBOR ELEC SERVICE F	\$10,000.00	\$7,505.82	\$915.23	\$2,494.18	75.06%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$500.00	\$346.21	\$100.00	\$153.79	69.24%
Active	R 62-221 HARBOR/VAN STORAGE	\$20,000.00	\$19,744.25	\$1,980.00	\$255.75	98.72%
Active	R 62-222 HARBOR/STALL ELECTRIC	\$40,000.00	\$33,272.85	\$2,829.46	\$6,727.15	83.18%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$3,385.44	\$197.62	\$614.56	84.64%
Active	R 62-224 GEARSHED LOCKER RENT	\$15,000.00	\$14,304.62	\$0.00	\$695.38	95.36%
Active	R 62-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-237 HARBOR STORAGE	\$2,000.00	\$80.00	\$0.00	\$1,920.00	4.00%
Active	R 62-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-285 EQUIPMENT RENTAL	\$20,000.00	\$15,545.09	\$868.22	\$4,454.91	77.73%
Active	R 62-299 GAIN/LOSS DISPOSITION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$769,768.00	\$576,452.93	\$45,156.76	\$193,315.07	74.89%
Total HARBOR/PORT OPERATIONS		\$769,768.00	\$576,452.93	\$45,156.76	\$193,315.07	74.89%
SOA DOCK						
Active	R 63-215 HARBOR/WHARFAGE	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Active	R 63-245 CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Total SOA DOCK		\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
REFUSE COLLECTION						
Active	R 65-202 FINES AND PENALTIES	\$1,500.00	\$512.68	\$25.29	\$987.32	34.18%
Active	R 65-204 REFUSE COLLECTION	\$146,000.00	\$146,917.09	\$17,351.82	-\$917.09	100.63%
Active	R 65-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 65-235 TRANSFER IN	\$9,201.60	\$0.00	\$0.00	\$9,201.60	0.00%
Active	R 65-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$156,701.60	\$147,429.77	\$17,377.11	\$9,271.83	94.08%

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

07/08/22 2:58 PM

Page 3

Current Period: MAY 21-22

	21-22 YTD Budget	21-22 YTD Amt	MAY MTD Amt	21-22 YTD Balance	% of YTD
Total REFUSE COLLECTION	\$156,701.60	\$147,429.77	\$17,377.11	\$9,271.83	94.08%
Report Total	\$4,069,415.11	\$3,874,963.87	\$660,822.85	\$194,451.24	95.22%

City of Sand Point
Bank Balance

Date

	Balance	
		Date
Bank	End of May	7/8/2022
Key Bank	3,038,190.50	3,041,699.81
Wells Fargo - General	512,386.52	481,827.84
Wells Fargo - Bingo Fund	153,166.98	152,218.70
Wells Fargo - Silver Salmon Fund	25,527.39	24,371.84
Wells Fargo - PD Federal Forfeiture	593.67	593.67
Wells Fargo - PD State Forfeiture	6,666.61	6,666.61
Charles Schwab	619,614.97	591,075.06

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

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>
July	129,882.77	142,500.10	83,040.24	81,992.40	51,221.78	113,532.23
August	42,576.34	139,542.35	48,290.30	88,100.71	27,115.98	138,608.76
September	63,622.18	37,427.07	49,496.61	65,893.27	24,635.83	50,718.35
October	59,854.60	32,201.69	46,261.99	51,476.42	18,438.92	54,051.75
November	6,757.09	10,083.69	4,963.48	3,495.99	1,111.79	1,794.82
December	-	515.28	74.67			480.71
January	8,015.18	3,836.52	12,558.77		2,616.57	19,887.44
February	47,058.04	27,529.30	24,948.95		37,744.95	0.38
March	95,569.42	45,022.21	82,916.26	13,306.96	38,681.59	524.88
April	5,984.43	58,469.24	13,561.22	13,500.37	30,237.38	51,631.27
May	20,790.33	24,240.36	8,025.95	8,261.04	15,943.63	23,111.00
June	109,955.05	58,431.26	89,711.60	16,659.69	121,562.18	-
Total	590,065.43	579,799.07	463,850.04	342,686.85	369,310.60	454,341.59

Sales Tax Revenue

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>
July	75,255.42	79,691.25	92,628.52	88,102.92	61,022.60	70,786.04
August	64,147.25	77,015.98	65,979.46	102,628.84	62,489.92	74,541.89
September	80,332.82	66,935.45	71,697.10	86,603.67	65,441.59	102,222.37
October	62,727.84	34,186.58	58,219.29	75,277.68	50,576.22	71,318.24
November	36,741.45	49,870.42	46,835.09	42,723.86	35,912.73	51,328.38
December	37,647.73	31,235.26	39,642.29	50,112.63	44,715.17	83,784.18
January	58,373.49	39,387.33	44,528.74	34,118.45	39,231.36	47,846.93
February	59,618.34	45,302.69	41,619.24	35,316.83	49,311.31	50,102.23
March	77,700.11	81,890.02	75,803.84	48,712.31	67,978.55	65,376.73
April	52,535.54	45,633.53	49,639.45	33,711.29	47,933.84	45,696.71
May	45,569.00	46,470.55	61,719.51	47,729.27	47,260.30	52,776.83
June	78,996.36	81,316.23	93,332.26	71,991.16	82,115.58	-
Total	729,645.35	678,935.29	741,644.79	717,028.91	653,989.17	715,780.53

ADMINISTRATOR

TO: Mayor Smith
City Council Members

FROM: Jordan Keeler
City Administrator

DATE: July 6, 2022

SUBJ: Monthly Report for June 2022



Here is a summary of items since our June 3rd meeting:

- Continued work with Trident and ANTHC on connecting them to our water supply.
- Spent a lot of time sorting through personnel issues.
- Worked with Jade where necessary to catch up on items not taken care of previously.
- Read up on boat impoundment procedures and old emails with legal on how to do it properly.
- Spent more time with lawyers regarding outstanding legal matters.
- Took some time off.

POLICE CHIEF



David E Anderson
CHIEF OF POLICE

SAND POINT DEPARTMENT of PUBLIC SAFETY

Post Office Box 423
Sand Point, Alaska 99661
EMAIL: sppd@arctic.net



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

MEMORANDUM

To: Honorable Jim Smith, 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
Ms. Arlene Gundersen, City Councilperson, City of Sand Point

From: Cathy Adams, Administrative Assistant

Date: July 12, 2022

Ref: Police department's Monthly Report for June

Police Department

- Dave Anderson, Chief of Police
- John Young, Police Officer
- Tyler Fryberger, Police Officer
- Richard Lowery, Police Officer

Administrative Assistant

- Cathy Adams

Dispatcher

- Alfred 'Jesse' Pesterkoff, 911 Dispatcher
- Kelly Bjornstad 911 Dispatcher



David E Anderson
CHIEF OF POLICE

SAND POINT DEPARTMENT of PUBLIC SAFETY

Post Office Box 423
Sand Point, Alaska 99661
EMAIL: sppd@arctic.net



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

"The Sand Point City Council has approved an addressing system identifying each residential and commercial property in the city of Sand Point. Address plates are available free of charge and can be picked up at the front counter at the police department. We are available from 8 am to 4 pm, closing for lunch from 12-1. Please mount your address plate in a location that clearly identifies your home and is unobstructed by parked cars or growing shrubbery. Usually, the best location is near the top portion of the main entrance to a structure."

We welcome new joins to the Sand Point Police Department Officer John T. Young and Sergeant Tyler Fryberger.

Office John Young comes to us from the great state of Georgia where he was born and raised. John has 12 years of full-time experience gained while working with the Elbert, Oglethorpe and Athens County Sheriffs' Office's all of which gave him very favorable recommendations. Office Young has an extensive background in corrections, patrol, and community policing. In his formative years John worked in the Blue Crab fishing industry. John also worked as a carpenter in various areas of the trade. He currently resides in the city of Maxeys, Georgia with his wife and son.

Sergeant Tyler Fryberger comes to us from the State of Washington. Tyler has over 32 years of law enforcement experience and is a U.S. Navy Veteran. Tyler is a Washington State Trooper with 25 years full time professional working experience. During his tenor with the WSP Tyler spent many years as Washington State Patrol Academy Faculty Member where he trained new cadets to become State Troopers. Most recently for the last 7 years, Tyler has worked with the Washington State Department of Social and Health Services in the Office of Fraud and Accountability as a fraud investigator. He currently lives with his wife in Ritzville, Washington.

We'd like to thank Officers Curt Boyle and Dwane Korthus Smith for their service to the citizens of Sand Point.

Residential addressing signs are available for pick-up at the Sand Point Police Department at no charge.

**Sand Point
Police Department**

M E M O R A N D U M

TO: Chief D. Anderson
FROM: TFO Richard Lowery
DATE: June 20, 2022
SUBJECT: June 2022 – ANC Airport Interdiction Team (AAIT) Supplement

Major Incidents:

TFO Lowery is currently investigating several long-term felony drug trafficking organizations.

New Cases:

AK22051784

On 05/25/2022 AAIT seized 1.3 grams of heroin and 1.4 grams of methamphetamine from a passenger at the Anchorage International Airport.

AK22052036

On 05/26/2022 AAIT seized 48 – 750ml bottles of distilled spirits and 24 – 12oz cans of malt beverage from a passenger at the Anchorage International Airport.

AK22054436

On 06/01/2022 AAIT seized 117.4 grams of heroin from a passenger at the Anchorage International Airport.

AK22054880

On 06/01/2022 AAIT seized 4 Adderall pills and 3 Xanax pills from a cargo facility at the Anchorage International Airport.

AK22056823

On 06/07/2022 AAIT seized 102.3 grams of methamphetamine from a passenger at the Anchorage International Airport. The passenger was attempting to travel to Barrow, AK.

AK22057768

On 06/09/2022 AAIT seized 24 – M30 counterfeit fentanyl pills, 16 – Suboxone sublingual strips, and one firearm from a passenger at the Anchorage International Airport.

AK22059812

On 06/15/2022 AAIT seized 4028.7 grams of heroin from a cargo facility at the Anchorage International Airport.

AK22059833

On 06/15/2022 AAIT seized 1065.9 grams of cocaine from a cargo facility at the Anchorage International Airport.

AK22060195

On 06/16/2022 AAIT seized 3247.1 grams of methamphetamine from a cargo facility at the Anchorage International Airport.

AK22060198

On 06/16/2022 AAIT seized 11.3 grams of cocaine and 4108.3 grams of heroin from a cargo facility at the Anchorage International Airport.

Total Seizures:

8255.7 grams of heroin
3350.8 grams of methamphetamine
1077.2 grams of cocaine
24 – M30 counterfeit fentanyl pills
16 – Suboxone sublingual strips
4 – Adderall pills
3 – Xanax pills
48 – 750ml bottles distilled spirits
24 – 12oz. cans of malt beverage

Training:

TFO Lowery is currently training several new State Troopers on parcel interdiction and narcotics trafficking investigations.

June 26th – July 1st; TFO Lowery attended International Narcotics Interdiction Conference in Nashville, TN.

Police Division Activity

June 2022

29 calls to 911

- 3 pocket dials/1 hang up
- 6 MOC requests
- 2 Ambulance needed
- 3 Medivac
- 3 EMS Assists
- 2 welfare check
- 2 civil issue
- 1 dog hit by car
- 1 trespass
- 2 domestic violence
- 1 vandalism
- 1 non-emergency call
- 1 reckless quad driving
- 1 harassment

Incidents Generated

- 3 civil issues
- 2 disturbances
- 3 animal calls
- 3 EMS assists
- 1 assist
- 1 trespass
- 3 vehicle collisions
- 1 harassment
- 1 welfare check
- 1 medical assist

EMS DIRECTOR

EMS DIRECTOR REPORT

JUNE 2022

Rescue 1 received seven calls – 3 Tone Outs – 4 Medevacs

- EMS Relief Position
- AutoPulse Training
- EMS vehicle – oil change
- Ambulance fueled up
- ETT Training
- Paint Lines for Ambulance Bay

Carmen Holmberg
EMS Director
PO BOX 249
Sand Point, AK 99661
(907)386-6072

FIRE CHIEF

**Fire Chief Report
June 2022
Robert Gadotti**

-0 Fire Calls

-Assisted EMS on 1 call.

-Fire Boat

Did repairs of Fire Boat and got it running.

Took it for a short ride.

Still needs to be pulled out of the water for cleaning and inspection.

PUBLIC WORKS
DIRECTOR

City of Sand Point Public Works Department

Monthly Report June 2022

Shop

- Grade Harbor and City Dock road
- Moved and rented out Hitachi 200
- Serviced Hitachi 200 excavator
- Sweep roads
- Housekeeping at shop
- Hauled rock for Telalaska and rented 580
- Service EMS vehicle and remove partitions
- Ordered and installed new final drive motor for bobcat 325
- Replaced seals in Case 435 skid steer grapple cylinders
- Ordered new cylinders and seal kits for Case 435
- Put gravel on side roads
- Repaired broken water and sewer lines
- Equipment rented to Utility Technologies Inc.
- Replaced broken fan coupler on incinerator motor at landfill

Water/Sewer City Council Report

June 2022

Dylan Jacobsen

- GCI had contractors here digging. We fixed 3 sewer lines and 2 water lines that were damaged during their dig.
- Completed the annual consumer confidence report, sent in my final draft to DEC, posted them around town and the office helped by posting it on the website and distributing it in the mail.
- Monthly and Quarterly water samples completed. Quarterly PM report also completed and sent in.
- Met with Trident about their upcoming water service connection.
- Was contacted by Alaska Geothermal, the lift station project was delayed from early June until after the 4th of July break.
- Pressure washed, cleaned out and set up a porta potty in the Harbor for the Pink Rain Champagne event.
- Did a repair kit on our polymer pump, replaced the diaphragm and check valves.
- Routine maintenance around the water plant and backwashing as needed.
- Brandon and I hand dug a shut off valve to turn someone's water off.

HARBOR MASTER

Robert E. Galovin Small Boat Harbor Report June 2022

- Launched boats and did a couple inspection lifts
- Cleaned oil bins and the bathroom
- Changed cable on the crane on East Wall
- New night watchman hired
- Received some lumber for East Wall project

HEARINGS, ORDINANCES AND RESOLUTIONS

OLD BUSINESS

NEW BUSINESS

Memo

To: Mayor Smith
From: Jordan Keeler, Administrator
cc: City Council
Date: July 7, 2022
Re: Contract for professional services

The proposal for your consideration is from Irina Morozova for assistance in preparing for the audit as well as continued assistance through out the year on various taxation and technical assistance on the finer points of accounting procedures. Irina has assisted the City for several years and her experience as an auditor has been useful to the City and her accounting knowledge will be especially important as the City has a new Finance Officer. In order to ensure a smooth transition and audit, I recommend that Council approve this contract.

City of Sand Point, Alaska

Proposal to Provide Accounting Assistance

For the Fiscal Year Ending
June 30, 2022

Irina Morozova, CPA

1029 W 16th Avenue,
Anchorage, AK 99501
(720) 357-4147

July 5, 2022

City of Sand Point, Alaska

Table of Contents

	Page
Letter of Transmittal	1 - 2
Work Plan.....	3
Acceptance Page	4

July 5, 2022

Mr. Jordan Keeler
City Administrator
City of Sand Point
3380 C Street, Suite 205
Anchorage, Alaska 99503

RE: Accounting Assistance and Audit Prep for 2022 Audit

Dear Jordan:

I want to thank you for giving me the opportunity to submit a proposal to perform the following professional services for the City of Sand Point.

- Audit preparation assistance for the year ending June 30, 2022
- Assistance with single audit for the year ending June 30, 2022
- Assistance and support for the City of Sand Point's accounting personnel during the 2022 audit
- Assistance and support for the City of Sand Point's accounting personnel during the IRS Payroll Tax Examination
- Telephone conferences with the IRS agent on a monthly or as-needed basis to discuss the progress of the IRS Payroll Tax examination, various issues and documentation requests
- Assist the Finance Officer with addressing the IRS agent's questions and documentation requests
- Training of the City of Sand Point's accounting personnel on best practices and accounting close-out
- Assistance with gaming reports, reconciliations and compliance with the State of Alaska gaming statutes and regulations
- Assistance with payroll reports and reconciliations, including quarterly IRS Form 941, Employer's Quarterly Federal Tax

City of Sand Point
July 5, 2022

- Assistance with preparing the Alaska Quarterly Contribution Report
- Assistance with the Form W-3, Transmittal of Wage and Tax Statements, and Form W-2, Wage and Tax Statement, for the City's employees for the year 2022
- Assistance with the IRS Form 1099-NEC, Nonemployee Compensation, for the City's independent contractors for the year 2022
- Telephone conferences on an as-needed basis to discuss the operations of the City of Sand Point, business matters, accounting matters, and any other topics
- Unlimited phone and email support for the City of Sand Point's personnel regarding accounting assistance, general questions, and other matters that do not require changes to the scope of this engagement

Professional services will begin on July 1, 2022 and will continue for a period of twelve months until June 30, 2023.

The price for the above professional services will be \$39,900.00 payable on the last day of each month in equal installments of \$3,325.00. The price does not include any out-of-pocket expenses, such as travel, postage, courier services, etc.

Because my proposal provides ongoing access to the accounting advice you need on a fixed-price basis, you will not be concerned about escalating costs. My service is built around fixed pricing, as opposed to hourly rates, and offers you access to the accumulated intellectual capital of my firm.

I take great pride in the level of experience, competence, and professionalism I can offer. I understand the importance of meeting deadlines and the effect it has on the annual audit of a government entity.

I look forward to your favorable consideration of my proposal and welcome the opportunity to discuss it with you in person. Please feel free to call if you have any questions about the contents of my proposal. I would be happy to discuss it with you in detail.

Very truly yours,

Irina V. Morozova, CPA

WORK PLAN

It is my understanding that the upcoming tasks facing the City of Sand Point is the preparation of accounting records for the 2022 audit, the IRS Payroll Tax Examination for the year 2019 and potentially years 2020 and 2021, the training of the City's accounting personnel, and assistance with various quarterly reports to the Finance Officer. Accordingly, I have outlined a work plan. Other accounting services will be performed when requested.

- Assist the City's accounting personnel with on-going questions – July 1, 2022 – June 30, 2023
- Obtain reports and records from the City's accounting personnel, reconcile beginning balances and set up new 2022 work papers for the audit prep – July 2022
- A trip to Sand Point to perform audit prep work and to provide on-site training of the Finance Officer –August 2022.
- Complete audit prep work and deliver accounting records to the auditors with sufficient time to begin and complete the 2022 audit – the date to be agreed with the auditors.
- Support the City's accounting personnel during the 2022 audit – until the audit is completed.
- Answer auditors' questions and provide additional information as requested by the auditors - until the financial statements are issued.
- Assist the Finance Officer and the City Administrator with reviewing audited financial statements – upon the 2022 audit completion.
- Assure that June 30, 2022 balances per general ledger agree to the auditors' records - upon the 2022 audit completion.
- Two additional trips to Sand Point, as discussed with the Financial Officer, to assist with on-going questions and various quarterly and annual reports – November 2022 and February 2023.
- Assist with the IRS Payroll Tax examination - on-going and as scheduled by the IRS agent

I appreciate the opportunity to submit this proposal and am available to discuss any items or questions you may have regarding it. If this proposal is acceptable to you, please sign where indicated below and return it to our office.

Very truly yours,



Irina V. Morozova, CPA

ACCEPTED:

City of Sand Point

Title:

Date:

City of Sand Point
P.O. Box 249
Sand Point, AK 99661 (907) 383-2696

Building Permit Application

Owner/Applicant: GEORGE H HUCKOBEY

Address: 130 SAND POINT AVE. P.O. BOX 445 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 C Block 1 Lot 18 SUB. HUBOLDT HARBOR ESTATES

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

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

RESIDENTIAL:

{x} Single Family
{ } Mobile Home
{ } Multi Family { } Light Industrial

COMMERCIAL:

{ } General Commercial
{ } Neighborhood Commercial
{ } Heavy Industrial

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

Height: _____ Description of Use: REBUILD ARCTIC ENTRY
13' x 15'

Setbacks:

Front yard setback 47 ft.

Side yard setback 16 ± 2.6 ft.

Backyard setback 15 ft.

Type of Construction:

{x} Wood frame

{ } Masonry

{ } 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.****

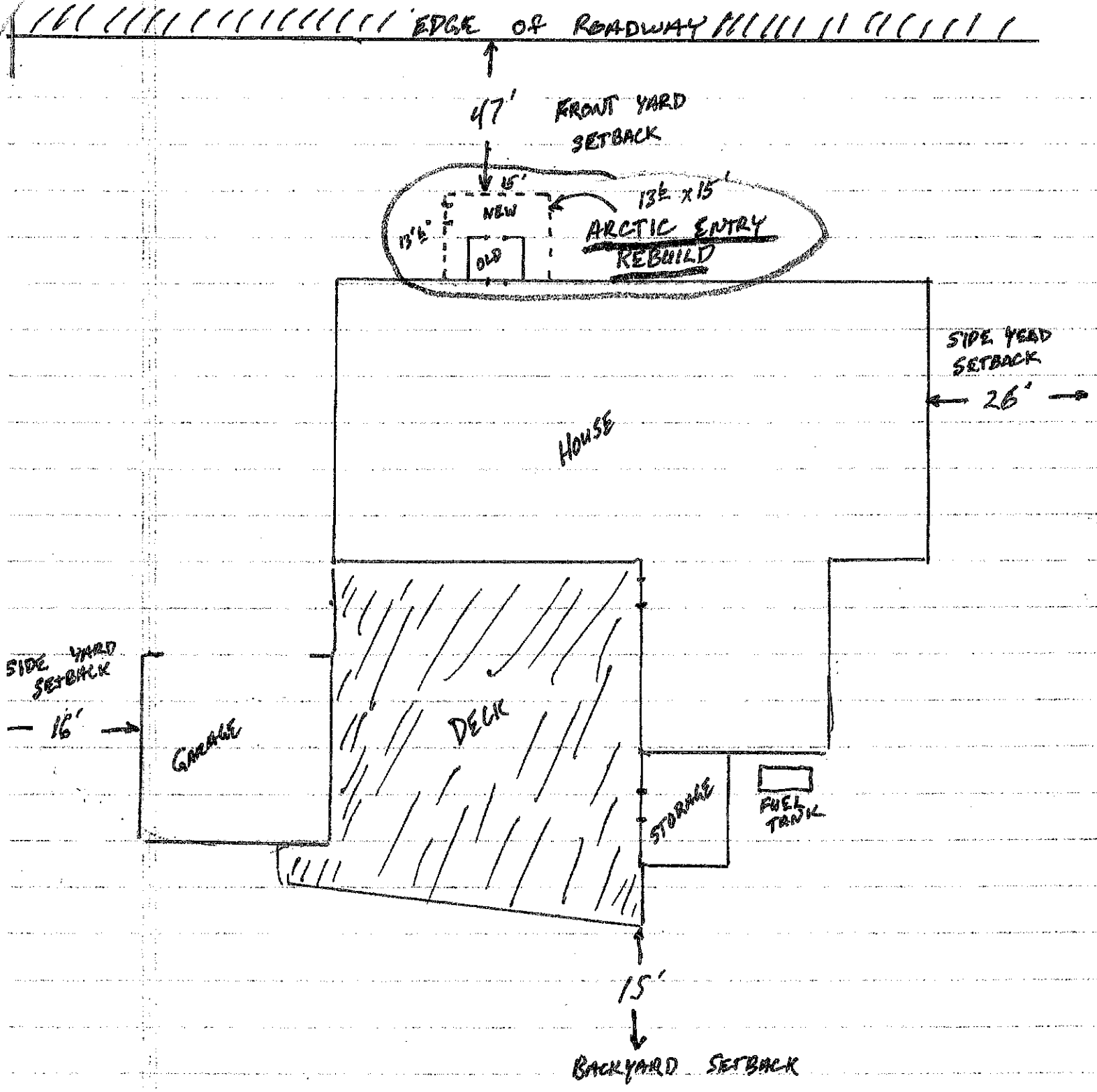
Applicants Signature: George Huckobey Date: 6/10/22

THIS REQUEST IS IN ACCORDANCE WITH SECTION 15.07.020 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: _____



By: _____ Date: _____

Title: _____ Expiration: _____

SITE
PLAN

COPY

City of Sand Point
P.O. Box 249
Sand Point, AK 99661 (907) 383-2696

Building Permit Application

Owner/Applicant: GEORGE H HUCKOBEY

Address: 130 SAND POINT AVE P.O. Box 445 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 C Block 1 Lot 18 SUB. HUMBOLDT HARBOR ESTATES

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

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

RESIDENTIAL: { } Single Family { } Mobile Home { } Multi Family { } Light Industrial
COMMERCIAL: { } General Commercial { } Neighborhood Commercial { } Heavy Industrial

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

Height: _____ Description of Use: REBUILD ARCTIC ENTRY
13' x 15'

Setbacks: Front yard setback 47 ft. Type of Construction: { } Wood frame

Side yard setback 16 & 26 ft. { } Masonry

Backyard setback 15 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.****

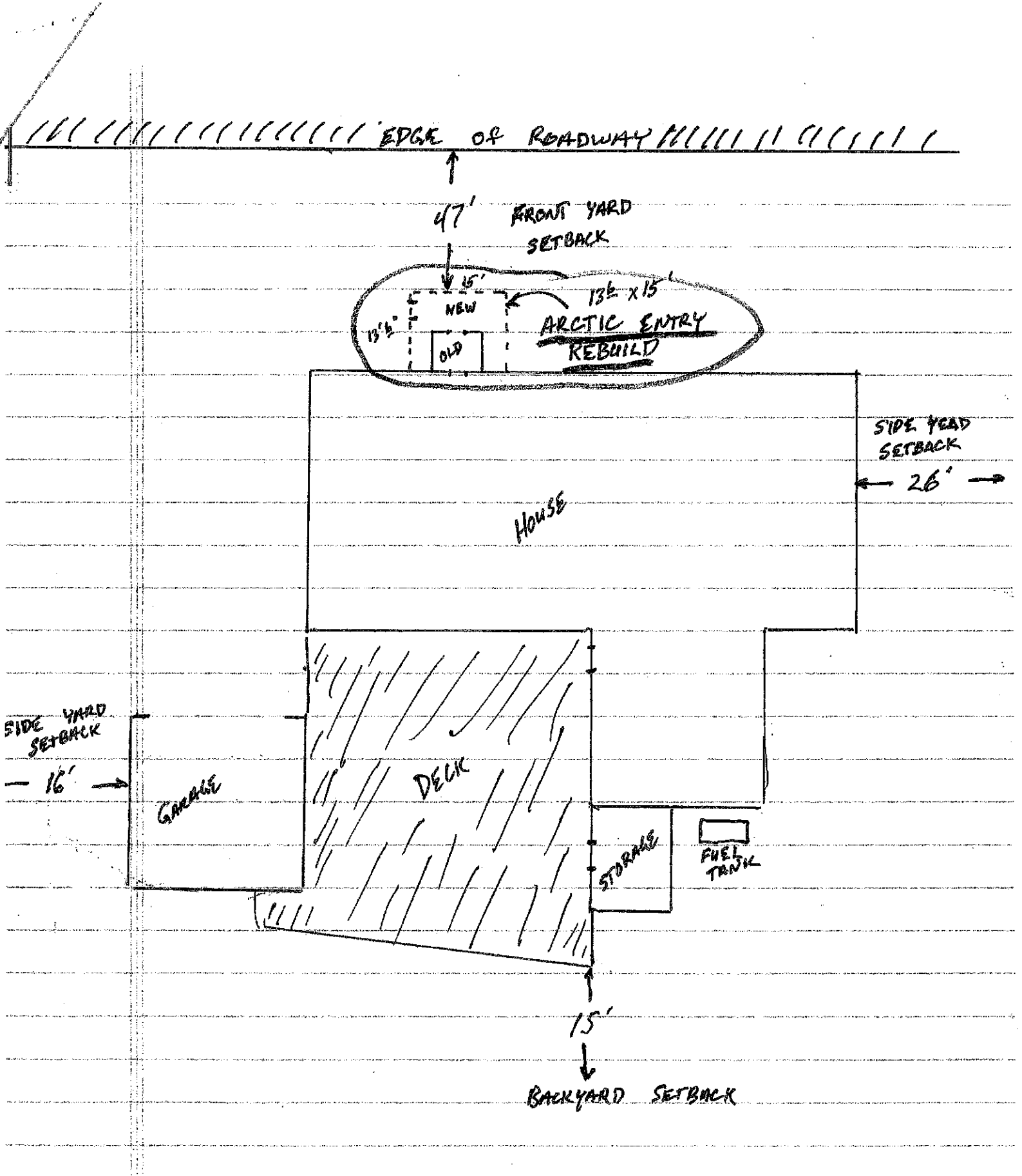
Applicants Signature: George Huckobey Date: July 8/19

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: [Signature] Date: 7-12-19

Title: MAYOR Expiration: 1 year



By: _____ Date: _____

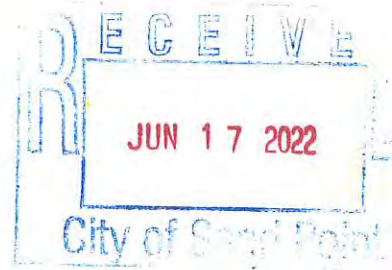
Title: _____ Expiration: _____

SITE PLAN



QAGAN TAYAGUNGIN TRIBE OF SAND POINT
P.O. BOX 447
SAND POINT, ALASKA 99661
PHONE (907) 383-5616

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



June 17th, 2022

To Mayor Jim Smith and to the City Council,

I am writing on behalf of Qagan Tayagungin Tribe of Sand Point (QTT) to request a donation for the Graveyard Clean-Up.

From July 27th – 31st, the QTT Environmental Department will be performing a Graveyard Clean-Up in coordination with our Environmental Youth Group to teach them about invasive plants and cleaning up our community. This will be our 8th year of conducting the Graveyard Clean-Up.

Each year the QTT has conducted the Graveyard Clean-Up we have received positive feedback from the community. We are praised for doing a great job and for how much better the graveyard looks after the alders are pruned, the bushes are trimmed, the grass mowed and the invasive plants cut away. We have been asked to clean other areas, but recognize that we have a limited staff and would need more volunteers and more equipment to extend clean-up efforts any further.

All proceeds donated will go to the Graveyard Clean-Up for supplies and prizes for volunteer participants for both youth and adults in the community. Any donation would be greatly appreciated.

Finally, the Qagan Tayagungin Tribe of Sand Point would like to thank you for your time and consideration, and for any contribution you made for this year's Earth Day Fair.

Sincerely,

A handwritten signature in black ink, appearing to be "Curt Boyle".

Curt Boyle
Executive Director

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

July 6, 2022

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



RE: Donation Request

Dear Mayor Smith and Council Members:

Our 16th Annual Sand Point Silver Salmon is just around the corner! Sand Point Silver Salmon Derby continues to be one of the biggest fundraising events of the year for the community, which will take place in the Sand Point Boat Harbor over Labor Day weekend, September 2-5, 2022.

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

We are asking that City please consider donating \$750 as you have in the past to be used to support or derby activities. The support from businesses like yours has been key to the success of our widely anticipated event! Please visit our Facebook page-Sand Point Silver Salmon Derby to see our photos and highlights.

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

Sincerely,

Rayette McGlashan
Chairperson

Memo

To: Mayor Smith
From: Jordan Keeler, Administrator
cc: City Council
Date: July 14, 2022
Re: City Building Rehab Work

The design work for the City Building rehabilitation work is attached. It's a three-pronged project with each prong interrelated: foundation work, drainage and gutter repair/upgrades. In order for the project to be a success, each prong needs to be completed at the same time; there's no point in fixing the gutters if the drainage isn't fixed and if the foundation is fixed but the gutters aren't repaired and so on, then there's no point to doing anything. As noted in the original report, this is a pressing matter and should be addressed this year if possible. In order to make sure the work is done safely, correctly and not further overload our currently understaffed public works department, I am asking council for permission to put the project out to bid as the price, still unknown, will clearly be above the dollar threshold that requires a competitive bid process. The City has \$400,000 or so left in American Rescue Plan Act funds that can be put towards this project and I am confident that the winning bid will not come anywhere close to the full amount.

If council believes this to be a prudent use of funds, then I will ask the Mayor to call for a roll call vote during the meeting to direct staff to proceed with the competitive bid process.

CITY OF SAND POINT, ALASKA



GENERAL SUMMARY

CODE SUMMARY

- Occupancy: C-3
- Construction Type: V-1 Hour
- Fire Zone: 3
- Seismic Zone: 3

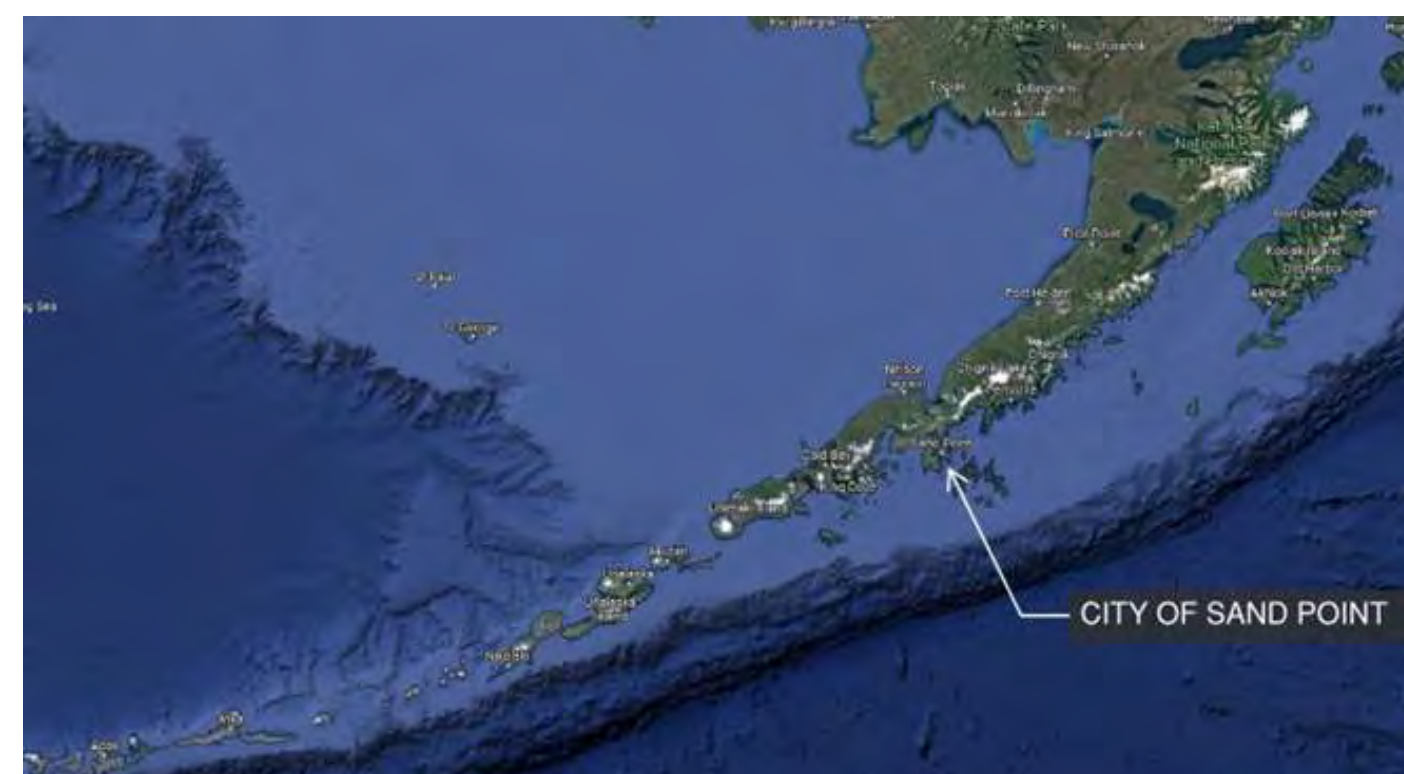
EXECUTIVE SUMMARY

- The following summary and recommendations are based off of an on-site condition assessment of the Sand Point City Hall performed by a team of two building professionals on March 25th and 26th, 2022. The initial concern by the City of Sand Point that initiated the site visit was an acceleration of building settling as evident in the interior doors not properly functioning and standing water in the crawl space. Measures had been put in place to pump out the standing water and the doors have been a constant maintenance issue. In addition, it was noted that water intrusion was occurring at the roof in select locations.
- The building is a two story structure with a partial crawlspace and is predominately wood framed. It was originally designed in 1951 as the Sand Point School and constructed in 1954. A one story gymnasium was added to the northwest (date unknown) and a two story addition was constructed in 1975 to the north of the original school and east of gym that tied all three buildings together.
- The building is currently occupied by the City of Sand Point and serves as the City Hall. In addition to the city offices, the main building also houses the City of Sand Point Police, gymnasium and radio station. The 1971 Industrial Arts addition is being used as indoor fire truck and ambulance parking as well as a first responder training and storage area.

SUMMARY OF RECOMMENDATIONS

- **STRUCTURAL:** The two wood stud walls in the crawl space under the 1975 addition need to be replaced with pressure treated stud walls and the floors these walls support need to be re-leveled. One of these walls is the east corridor bearing wall and the other an east-west shear wall in the middle of the crawl space just south of the crawl space entrance pit. The east corridor wall line needs to be jacked up to re-level the floors. This wall is in very poor condition and the bearing studs are in an advanced state of decay and the wall needs to be replaced no later than the summer of 2022. The existing concrete footings can be re-used but the mud must be removed so the top of footings are exposed as they are currently cover by up to 4' of mud.
- **CIVIL & SITE:** In addition to the structural repairs, the site needs to be regraded adjacent to the 1975 building for proper drainage. a foundation drain and drainage swale will be required. During the regrading, foundation waterproofing should be installed and the overall grade lowered to dimensions indicated in the original construction drawings. It is also recommended that the crawl space vapor barrier be replaced, the mud removed and the perimeter vents be replaced.
- **GUTTERS:** It is recommended to remove the existing gutters completely and then repair and repaint all attachment and underlying surfaces. New gutters should be installed and tied directly into a perimeter drain and/or swale system to carry the water away from the structure. Overflows should be installed to help monitor when a drain pipe is clogged.

LOCATION MAP



VICINITY MAP



SAND POINT CITY HALL STABILIZATION

Sand Point City Hall
249 Main Street, Sand Point, AK 99661

DRAWING INDEX

GENERAL	
G0.00	COVER, DRAWING INDEX
CIVIL	
C1.00	CIVIL SITE PLAN
STRUCTURAL	
S1.01	FOUNDATION WALL
ARCHITECTURE	
A1.01	FOUNDATION PLAN & DETAILS
A3.01	ROOF PLAN & ELEVATIONS

ECI
3909 ARCTIC BOULEVARD, SUITE 100
ANCHORAGE, ALASKA 99503 907.561.5543
PROJECT NO.22-0003.00

CIVIL:
DOWL
4041 B St.
Anchorage, AK 99503
907.562.2000

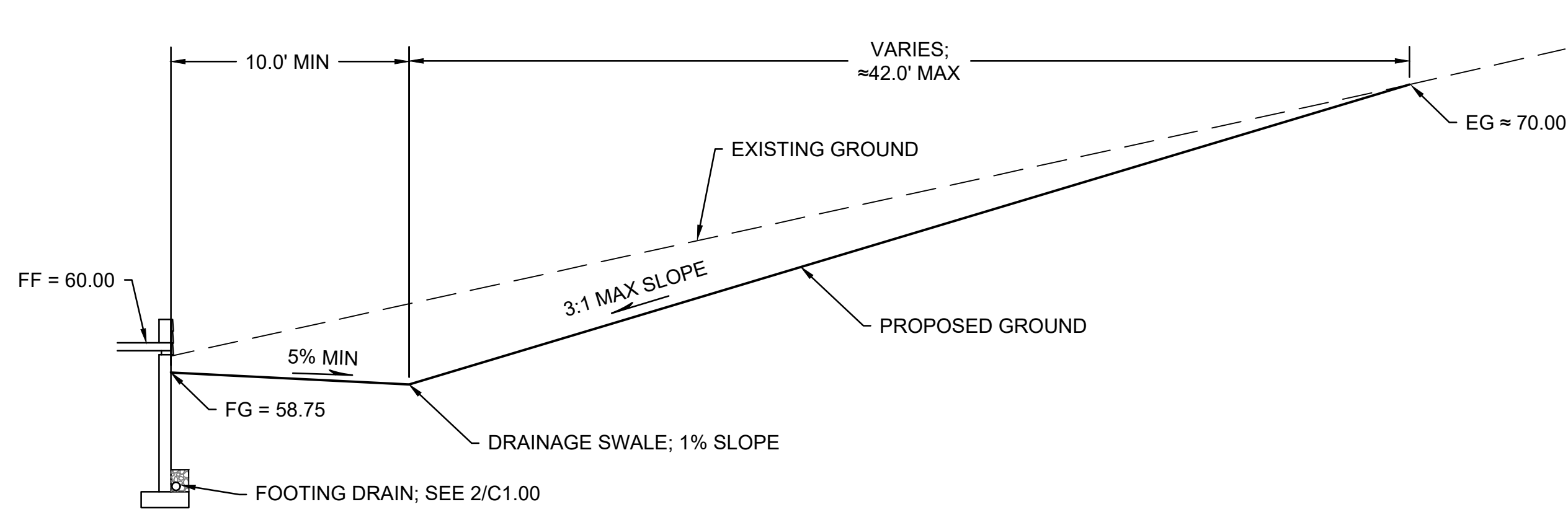
STRUCTURAL:
BBFM Engineers
845 K St.
Anchorage, AK 99501
907.274.2236

CLIENT – CITY OF SAND POINT
Jordan Keeler, City Administrator
3380 C Street, Suite 205
Anchorage, Alaska 99503
907.274.7561

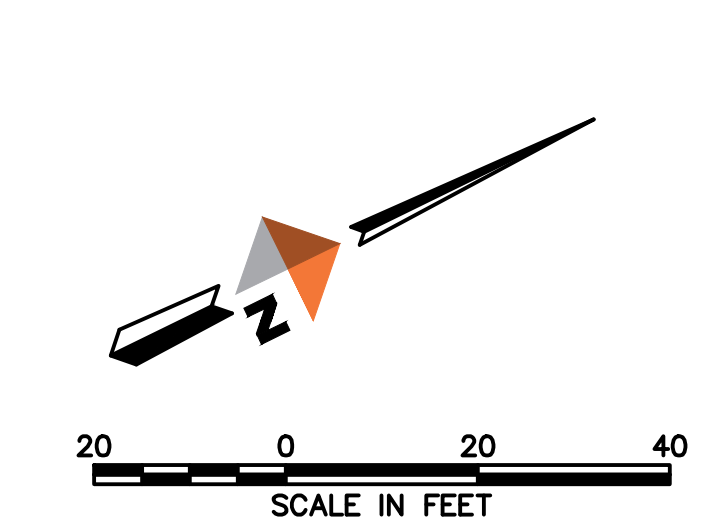
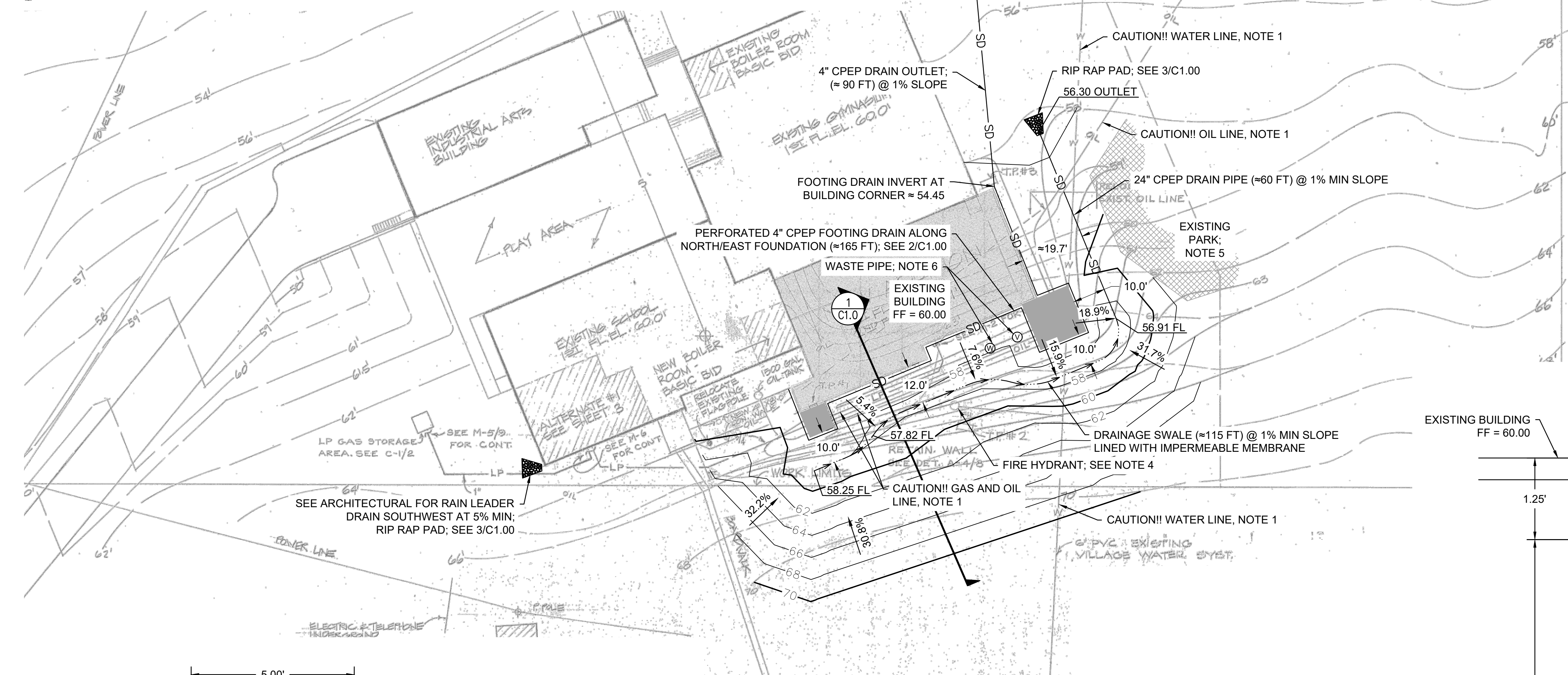
CITY OF SAND POINT
SAND POINT CITY HALL STABILIZATION

Schematic Design Documents
06/10/2022

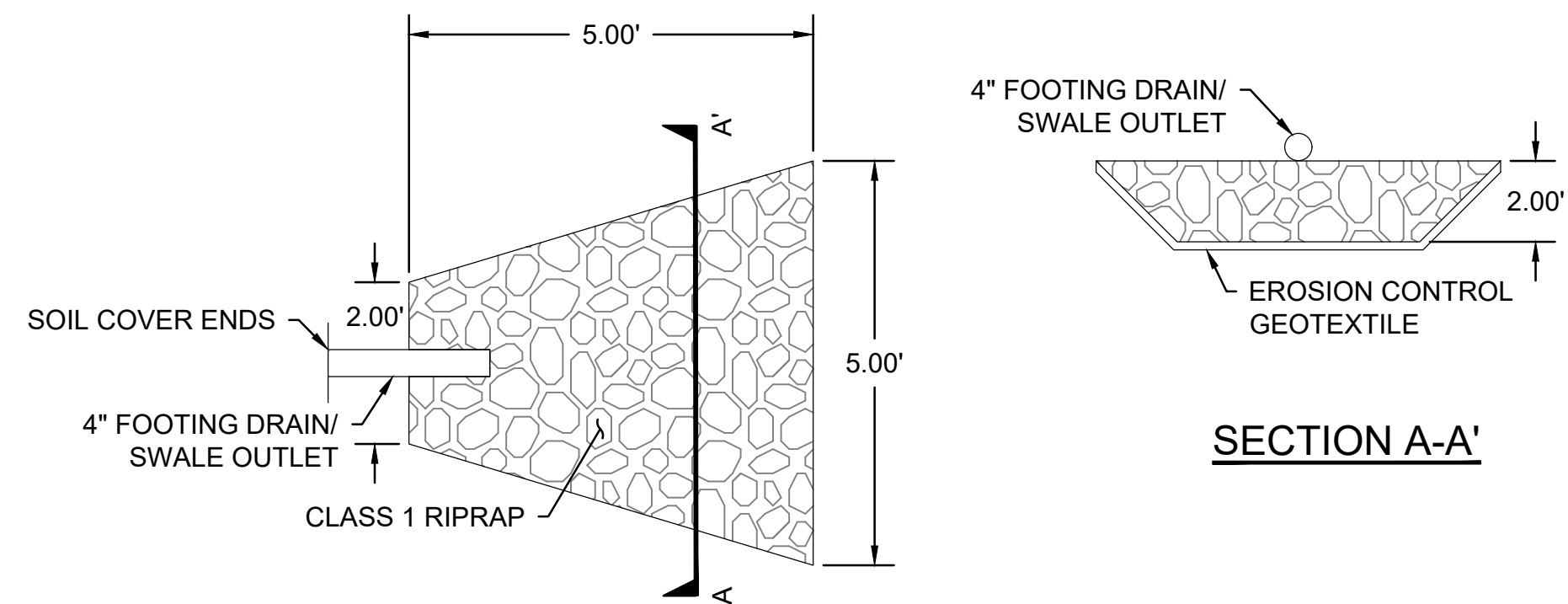
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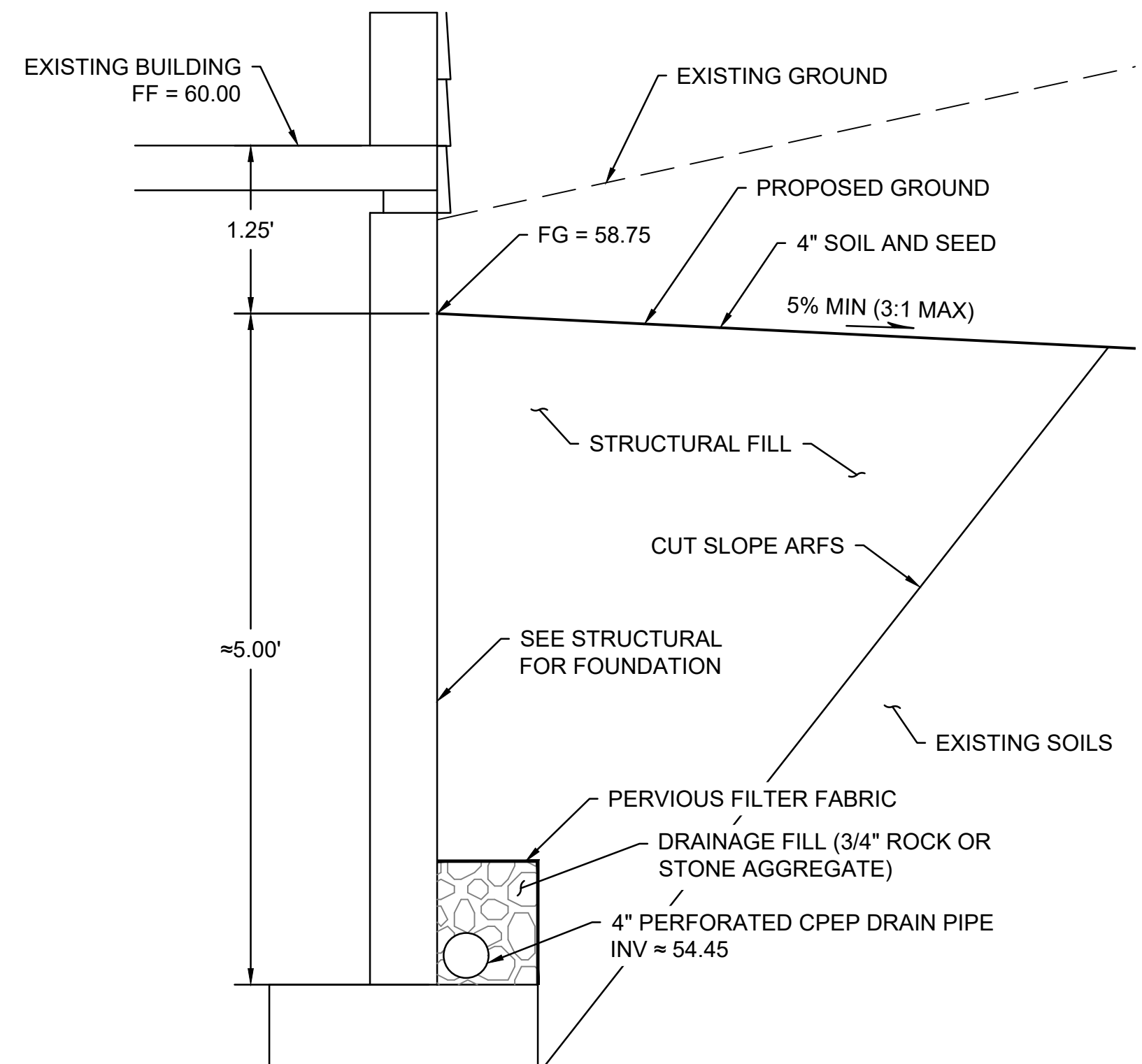
1
TYPICAL SECTION
NTS



- NOTES**
1. WATER SERVICE, HYDRANT, OIL AND GAS LINE LOCATION AND DEPTHS TO BE DETERMINED PRIOR TO CONSTRUCTION.
 2. CONTOURS ARE APPROXIMATE ONLY.
 3. BUILDING OUTLINE IS APPROXIMATE, FIELD VERIFY DISTANCES.
 4. FIRE HYDRANT RELOCATION DEPENDANT ON EXISTING WATER LINE DEPTH. COORDINATE WITH ENGINEER FOR RELOCATION.
 5. EXTENT OF PARK AND RETAINING WALL IS APPROXIMATE. ELEVATIONS TO BE CONFIRMED PRIOR TO DRAIN PIPE PLACEMENT.
 6. CONFIRM LOCATION OF ACID RESISTANT WASTE (W) AND ACID RESISTANT VENT (V). ADDITIONAL INFORMATION NEEDED BEFORE CAPPING.



3
RIP RAP PAD
NTS



2
FOOTING DRAIN
NTS

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CITY OF SAND POINT
SAND POINT CITY HALL STABILIZATION
 Sand Point City Hall
 249 Main St., Sand Point, Alaska 99661
 Schematic Design Documents
 3909 ARCTIC BOULEVARD, SUITE 100
 ANCHORAGE, ALASKA 99503 907.561.5543
 PROJECT NO. 22-0003.00

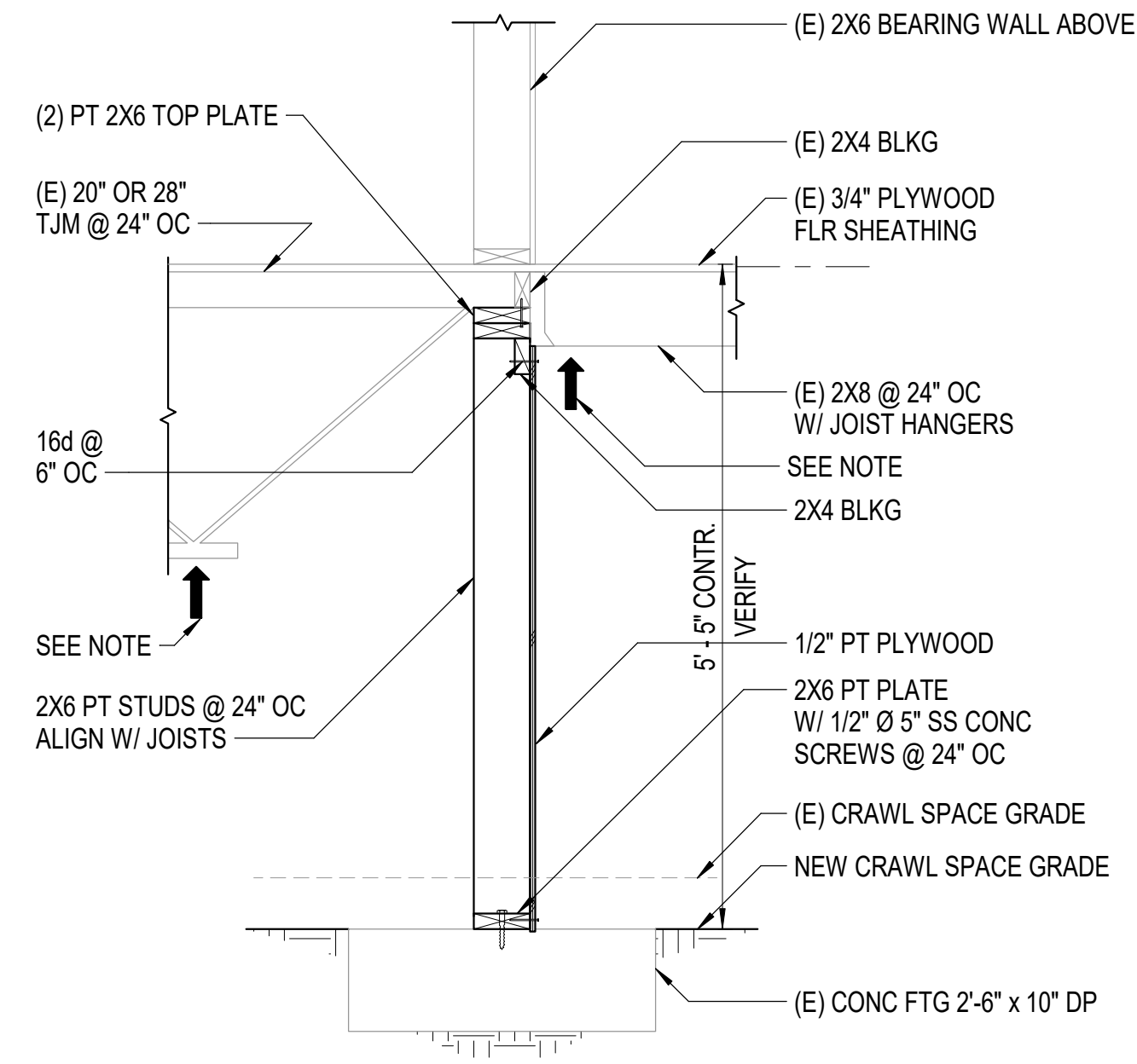
PRELIMINARY
NOT FOR
CONSTRUCTION



CIVIL SITE PLAN
 AUTHOR: WRL
 REVISION:
 ISSUE DATE: 06/10/2022
 CHECKED: BSD

C1.00
FULL SIZE PRINTED ON 22 x 34

J:\22\63554-01\65CAD_Schematic\SC-CS-SI-63554.dwg PLOT DATE: 2022-06-10 13:10 SAVED DATE: 2022-06-10 13:09 USER: wlcws



NOTE:
 EXISTING BUILDING HAS SETTLED UP TO 3 1/2" ALONG THIS BEARING WALL LINE DUE TO DETERIORATED WOOD STUDS. JACK STRUCTURE TO WITHIN 1 1/2" OF LEVEL PRIOR TO RECONSTRUCTING FOUNDATION WALL. SUBMIT JACKING PLAN TO ENGINEER FOR APPROVAL.

1 FOUNDATION WALL
 3/4" = 1'-0"



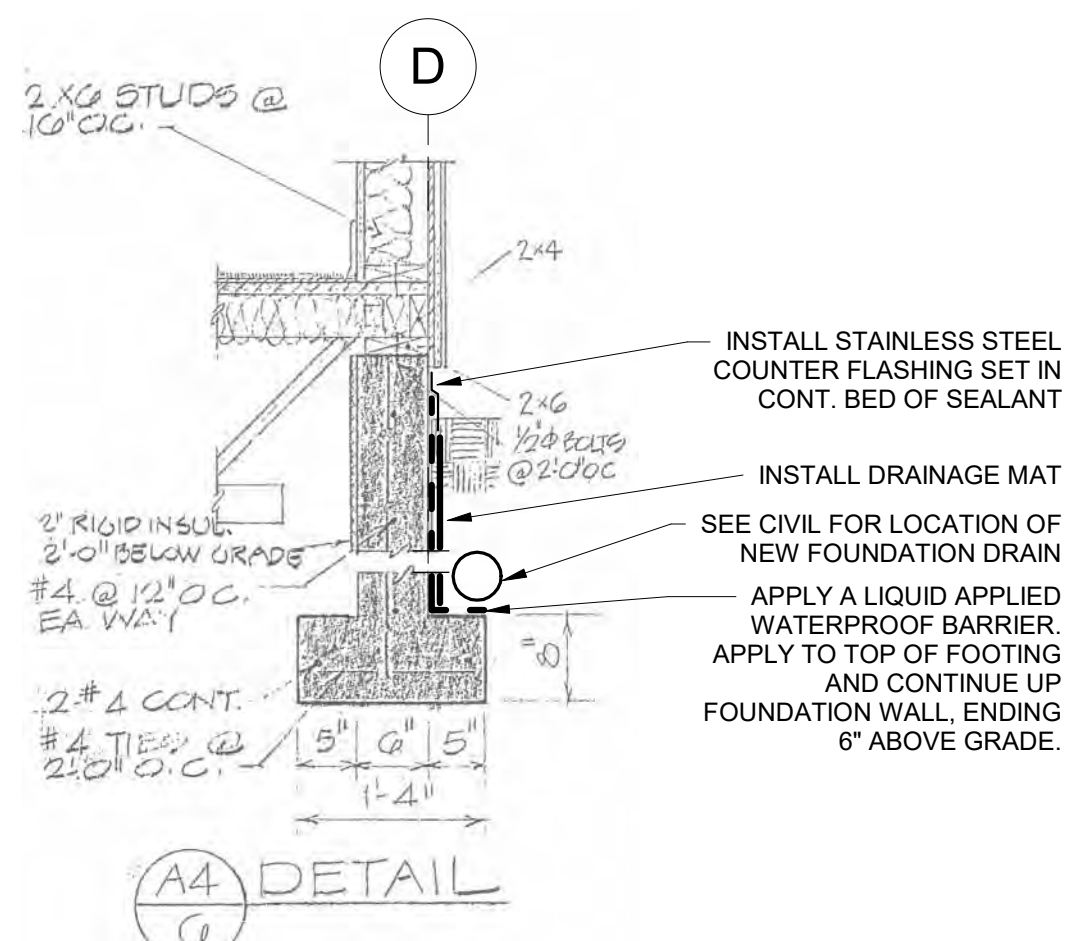
845 K St.
 Anchorage, AK 99501
 Phone: (907) 274-2298
 Fax: (907) 274-2299
 ECI ARCHITECTURE DESIGN STRATEGY
 3909 ARCTIC BOULEVARD, SUITE 100
 ANCHORAGE, ALASKA 99503 907.561.5543
 PROJECT NO.

CITY OF SAND POINT
SAND POINT CITY HALL STABILIZATION
 Sand Point City Hall
 249 Main St., Sand Point, Alaska 99661
 Schematic Design Documents

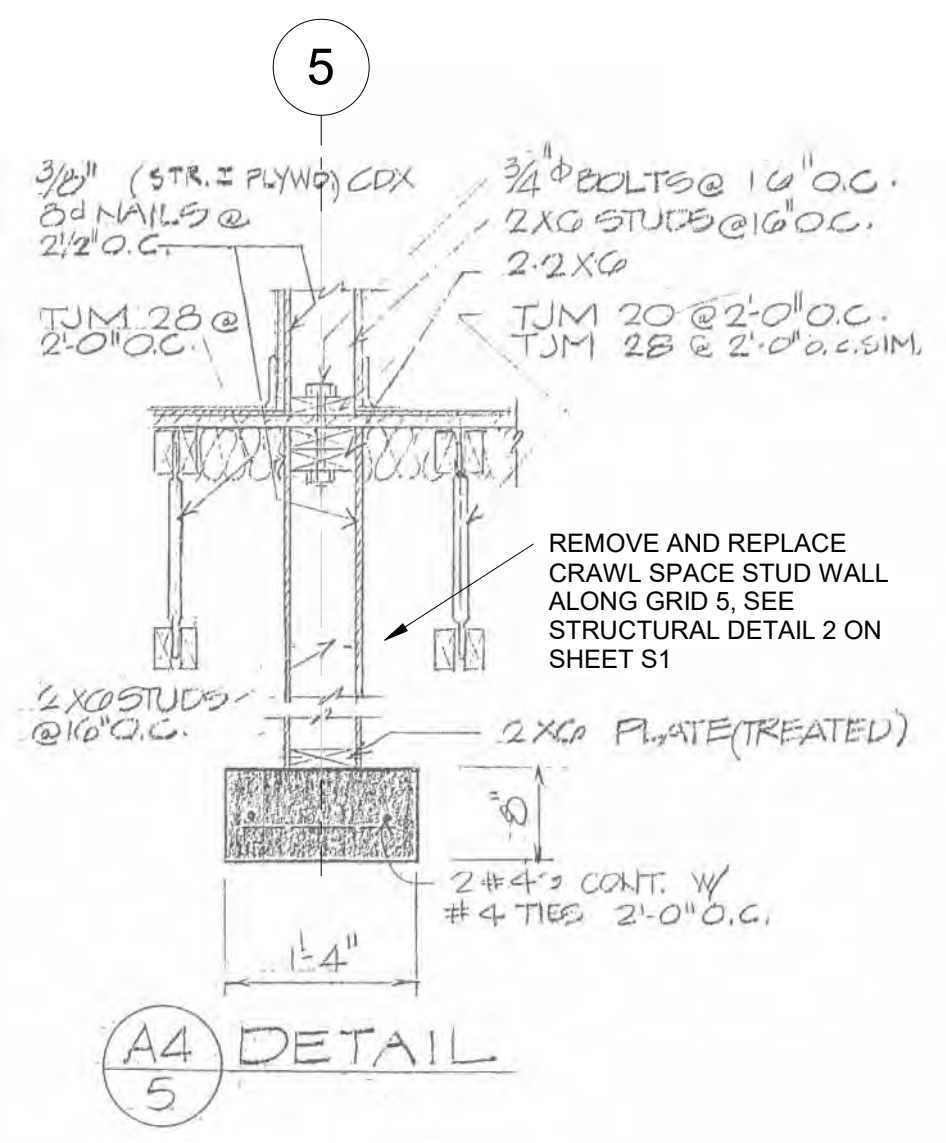
PRELIMINARY
 NOT FOR
 CONSTRUCTION

FOUNDATION WALL

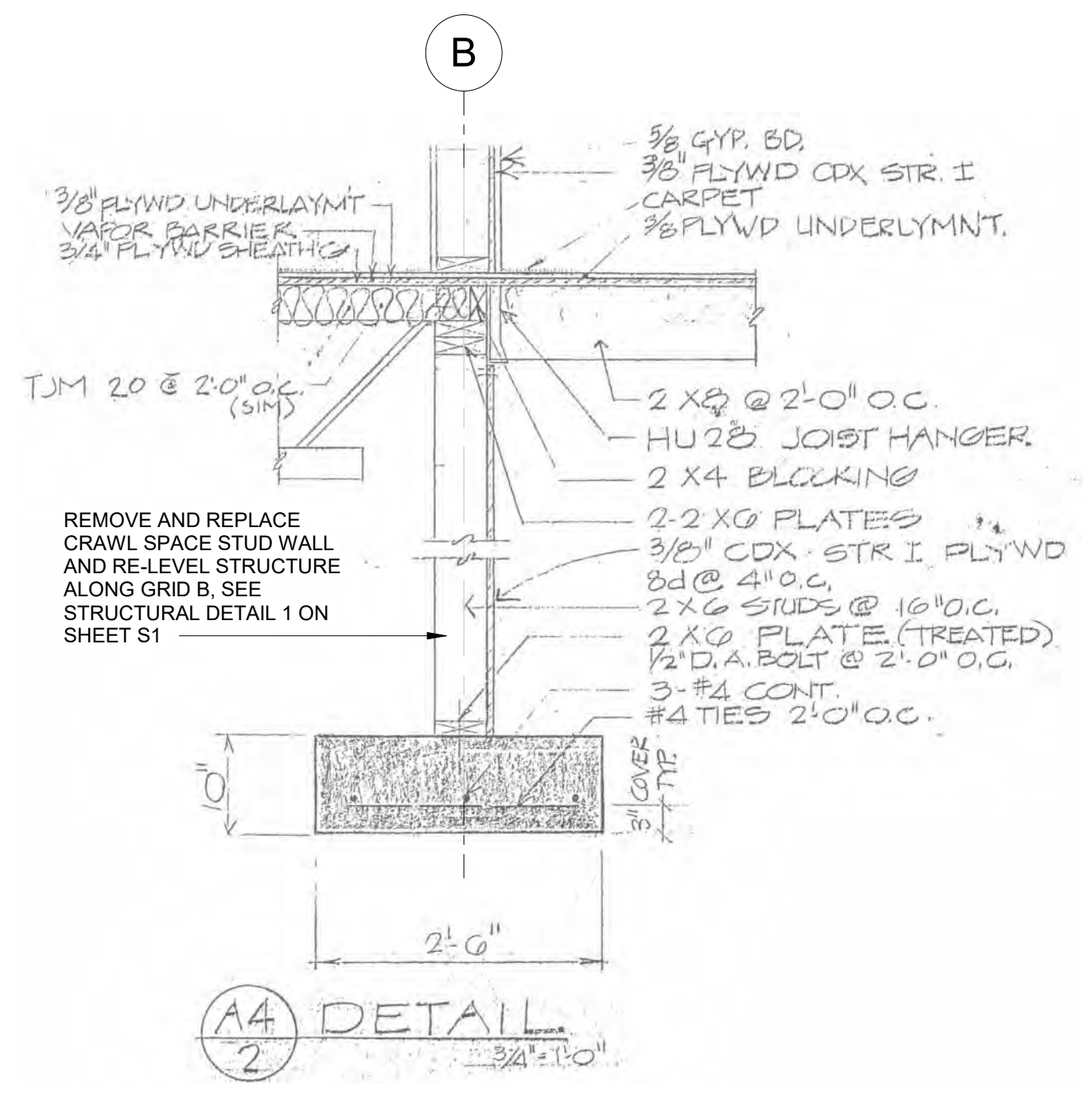
AUTHOR: REB CHECKED: TJF
 REVISION:
 ISSUE DATE: 6/09/2022
 OWNER PROJECT NO.:



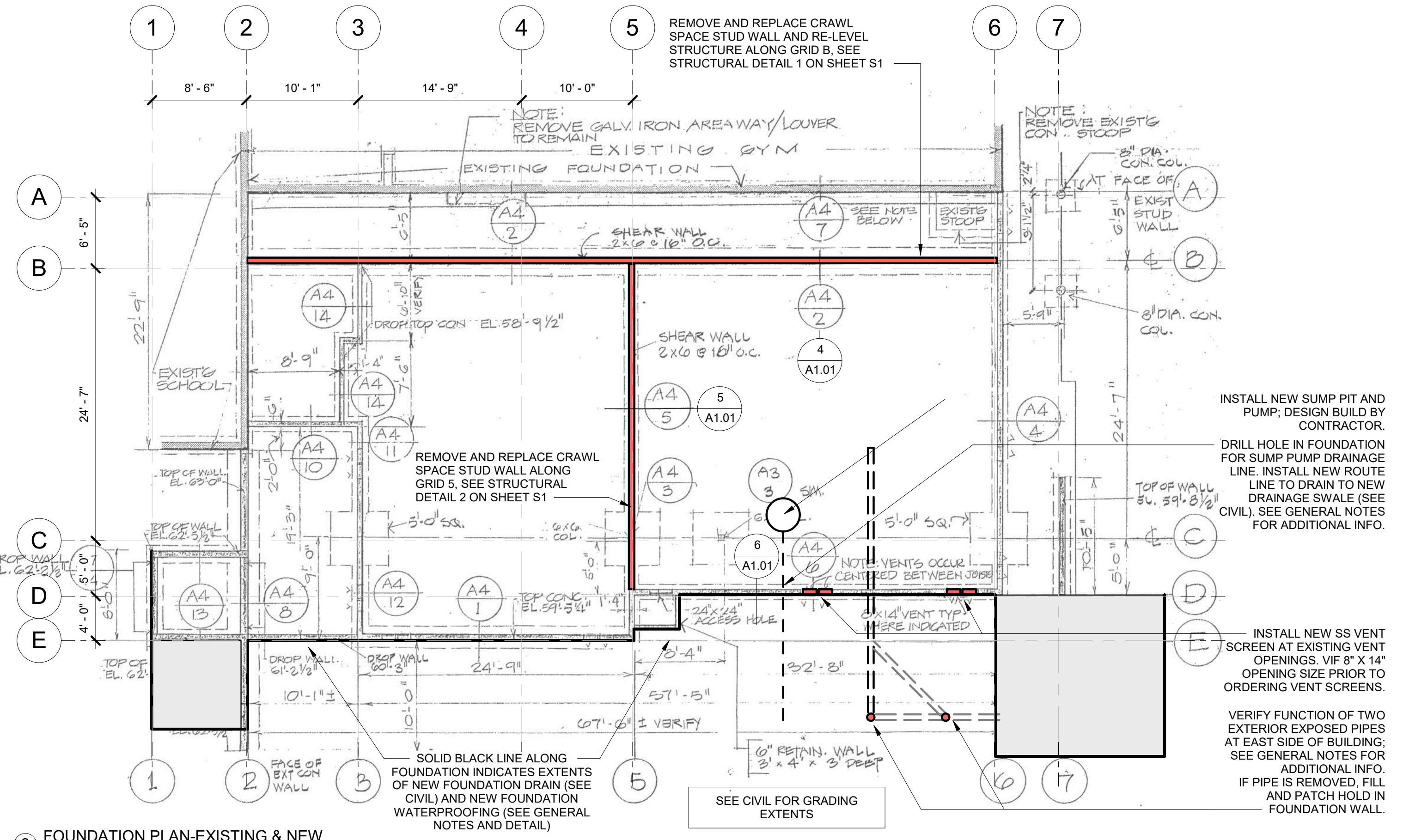
SECTION DETAIL-FOUNDATION WATERPROOFING
3/4" = 1'-0"



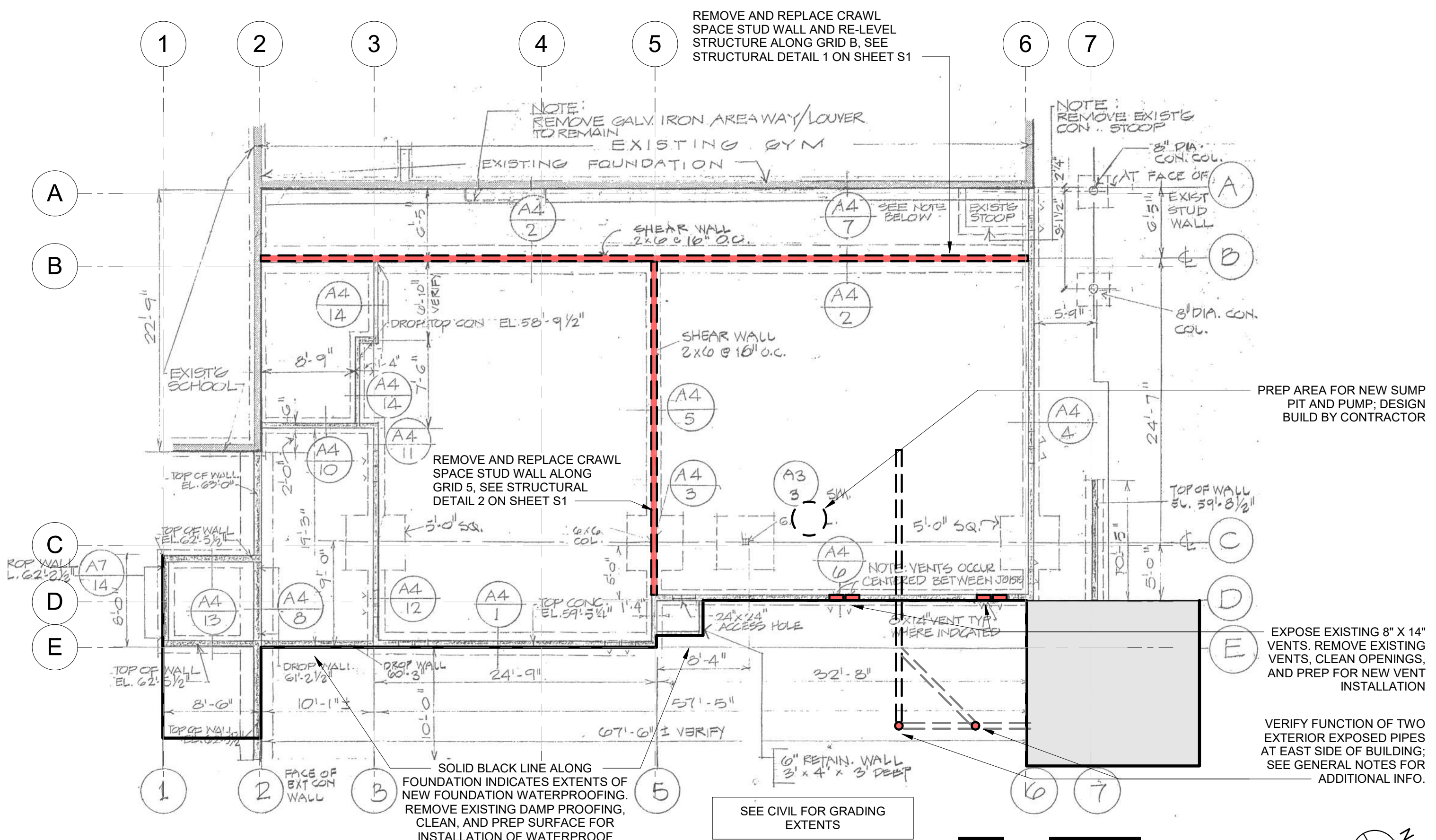
SECTION DETAIL-FOUNDATION GRID 5
3/4" = 1'-0"



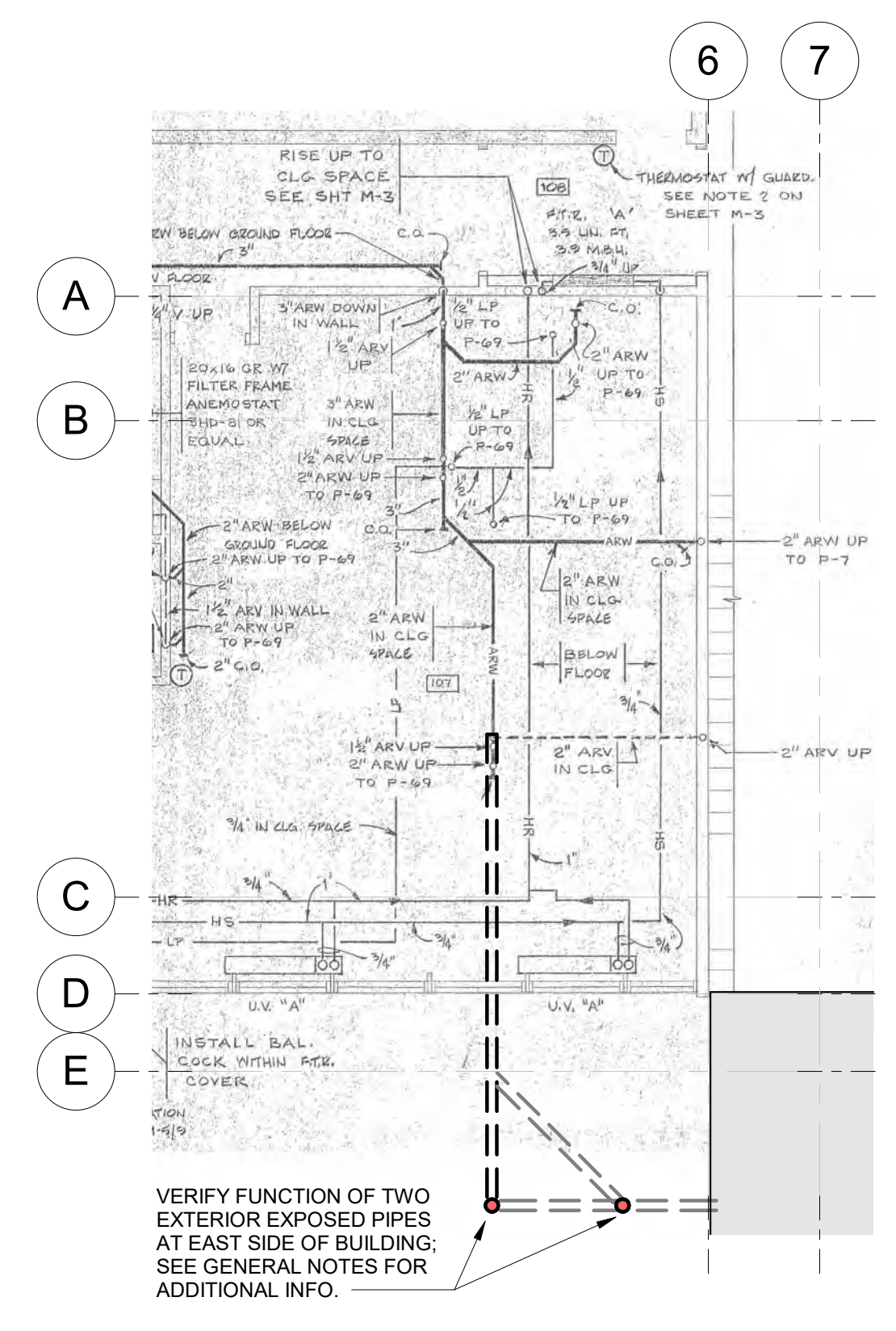
SECTION DETAIL-FOUNDATION GRID B
3/4" = 1'-0"



FOUNDATION PLAN-EXISTING & NEW
1/8" = 1'-0"



FOUNDATION PLAN-EXISTING & DEMO
1/8" = 1'-0"



GROUND FLOOR-MECH PLAN-EXISTING
1/8" = 1'-0"

GENERAL NOTES

- DRAWINGS ARE BASED ON BRIEF FIELD OBSERVATIONS AND PHOTOS. IF DISCREPANCIES ARE FOUND BETWEEN DRAWINGS AND FIELD VERIFIED CONDITIONS, NOTIFY ARCHITECT.
- GRIDS ARE DIMENSIONED TO FACE OF FRAMING OR CENTERLINE OF STEEL COLUMNS UNLESS NOTED OTHERWISE.
- CURRENT DETAILS ARE FROM ORIGINAL CONST. DOCUMENTS AND ARE FOR COST ESTIMATING AND ESTABLISHING FINAL SCOPE OF WORK. FINAL 100% DOCUMENTS TO CONTAIN FORMAL DRAFTED DETAILS.
- SITE DRAINAGE:**
SEE CIVIL DRAWING FOR ADDITIONAL INFORMATION AND DIRECTION REGARDING GRADING PLAN AND NEW SITE DRAINAGE.
- FOUNDATION STABILIZATION:**
REMOVE AND REPLACE SHEAR WALLS IN CRAWLS SPACE AS SHOWN ON FOUNDATION PLANS. SEE STRUCTURAL DRAWING FOR ADDITIONAL INFORMATION AND DIRECTION.
- FOUNDATION WATERPROOFING:**
WHERE INDICATED ON THE FOUNDATION PLAN, REMOVE EXISTING DAMP PROOFING. CLEAN AND PREP SURFACE OF FOUNDATION WALL AND FOOTING FOR INSTALLATION OF WATERPROOF BARRIER.
- APPLY A LIQUID APPLIED WATERPROOF BARRIER. APPLY TO TOP OF FOOTING AND CONTINUE UP THE FOUNDATION WALL, ENDING 8" ABOVE GRADE.
- INSTALL DRAINAGE MAT.
- INSTALL STAINLESS STEEL COUNTERFLASHING SET IN CONT. BED OF SEALANT.
- SUMP PUMP:**
SUMP PUMP, PIT, SWITCH, INDICATOR LIGHT, AND SIGN TO BE DESIGN BUILD BY CONTRACTOR.
- INSTALL NEW SUMP PIT AND PUMP.
- DRILL HOLE IN FOUNDATION FOR SUMP PUMP DRAINAGE LINE. INSTALL NEW ROUTE LINE TO DRAIN TO NEW DRAINAGE SWALE (SEE CIVIL). DEPRESS AREA WHERE ROUTE LINE ENDS.
- ROUTE PERMANENT ELECTRICAL LINE TO NEW SUMP PUMP WITH SWITCH AND INDICATOR LIGHT LOCATED IN AN ACCESSIBLE AREA. INCLUDE SIGN ABOVE SWITCH THAT READS: SUMP PUMP.
- CONFIRM BEST ROUTE AND LOCATION FOR SWITCH WITH OWNER.
- GUTTER AND DOWNSPOUT REPLACEMENT:**
REMOVE EXISTING GUTTERS AND DOWNSPOUTS FROM THE ENTIRE BUILDING.
- INSTALL NEW GUTTERS AND DOWNSPOUTS AS SHOWN ON THE ROOF PLAN.
- CHECK FASCIA AROUND ENTIRE BUILDING. WHERE MISSING OR ROTTEN, REPLACE.
- SIDING REPAIR:**
AT EXISTING WALLS WHERE SIDING IS DAMAGED AND/OR MISSING, REPAIR, REPLACE, AND/OR INSTALL SIDING TO MATCH ADJACENT SIDING MATERIAL, FINISH, AND COLOR.
- EXISTING WASTE AND VENT PIPES:**
VERIFY FUNCTION OF TWO EXTERIOR EXPOSED PIPES AT EAST SIDE OF BUILDING. EXISTING ROUTING IS UNKNOWN AND SHOWN FOR REFERENCE ONLY. CONFIRM THAT THIS LINE DOES NOT SERVE ADDITIONAL FUNCTIONS OR PLUMBING FIXTURES IN OTHER LOCATIONS.
- DESIGN INTENT IF THEY ARE EXTENSIONS OF THE WASTE LINE AND WASTE VENT: REMOVE TO ORIGINAL TERMINATION LOCATION SHOWN IN MECH PLAN AND CAP.
- CONFIRM SCOPE WITH CITY OF SAND POINT BEFORE BEGINNING ANY WORK.

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**CITY OF SAND POINT
SAND POINT CITY HALL STABILIZATION**

Architecture Design Strategy
3909 ARCHITECTURE BOULEVARD, SUITE 100
ANCHORAGE, ALASKA 99503 907.561.5543
PROJECT NO. 22-0003.00

PRELIMINARY
NOT FOR
CONSTRUCTION

FOUNDATION PLAN & DETAILS
AUTHOR: SW
CHECKED: JWS
REVISION:
ISSUE DATE: 06/10/2022



11 ELEVATION-SOUTH-EAST SIDE
1/16" = 1'-0"



10 ELEVATION-EAST-NORTH SIDE
1/16" = 1'-0"



9 ELEVATION-SOUTH-WEST SIDE
1/16" = 1'-0"



8 ELEVATION-SOUTH-PLAY AREA
1/16" = 1'-0"



7 ELEVATION-EAST
1/16" = 1'-0"



6 ELEVATION-NORTH-EAST SIDE
1/16" = 1'-0"



5 ELEVATION-NORTH
1/16" = 1'-0"



4 ELEVATION-WEST-NORTH SIDE
1/16" = 1'-0"



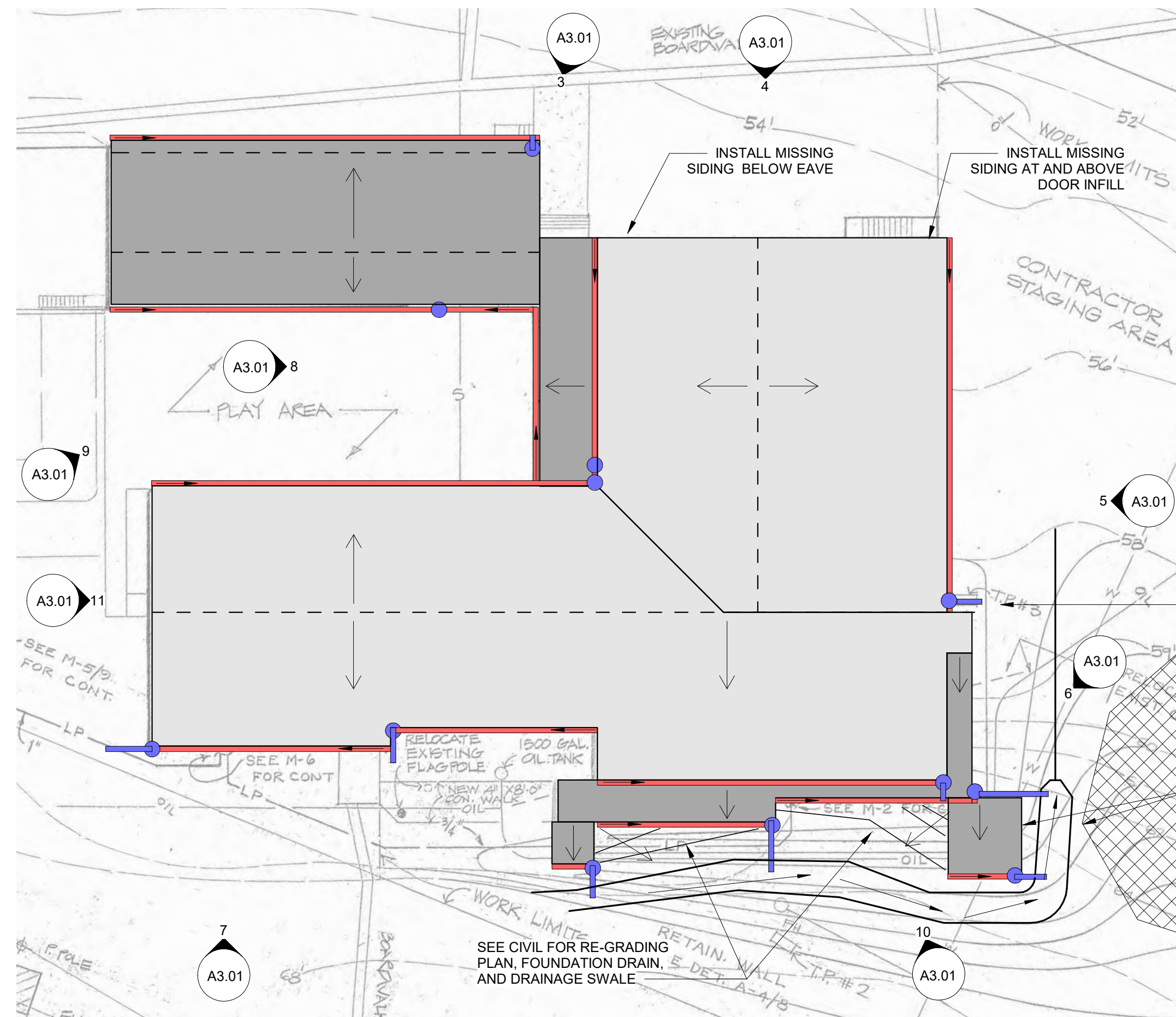
3 ELEVATION-WEST-SOUTH SIDE
1/16" = 1'-0"

GENERAL NOTES - ROOF PLAN

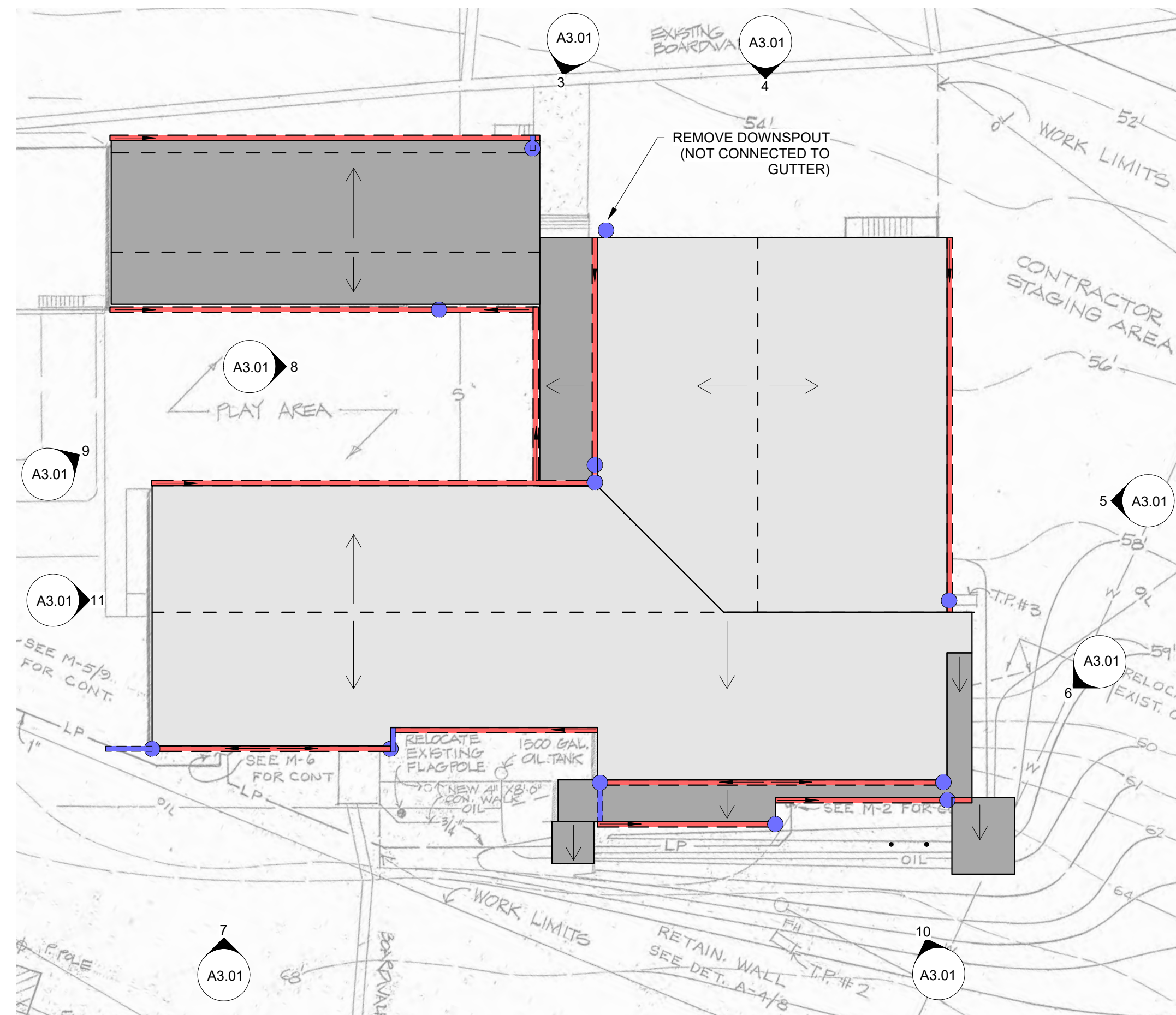
- A. DRAWINGS ARE BASED ON BRIEF FIELD OBSERVATIONS AND PHOTOS. IF DISCREPANCIES ARE FOUND BETWEEN DRAWINGS AND FIELD VERIFIED CONDITIONS, NOTIFY ARCHITECT.
- B. GRIDS ARE DIMENSIONED TO FACE OF FRAMING OR CENTERLINE OF STEEL COLUMNS UNLESS NOTED OTHERWISE.
- C. ELEVATION PHOTOS ARE OF THE EXISTING BUILDING AND ARE FOR REFERENCE ONLY.
- SITE DRAINAGE:**
- D. SEE CIVIL DRAWING FOR ADDITIONAL INFORMATION AND DIRECTION REGARDING GRADING PLAN AND NEW SITE DRAINAGE.
- GUTTER AND DOWNSPOUT REPLACEMENT:**
- E. REMOVE EXISTING GUTTERS AND DOWNSPOUTS FROM THE ENTIRE BUILDING.
- F. INSTALL NEW GUTTERS AND DOWNSPOUTS AS SHOWN ON THE ROOF PLAN.
- G. CHECK FASCIA AROUND ENTIRE BUILDING. WHERE MISSING OR ROTTEN, REPLACE.
- SIDING REPAIR:**
- H. AT EXISTING WALLS WHERE SIDING IS DAMAGED AND/OR MISSING, REPAIR, REPLACE, AND/OR INSTALL SIDING TO MATCH ADJACENT SIDING MATERIAL, FINISH, AND COLOR.

LEGEND - ROOF PLAN

- EXISTING ROOF, 1 LEVEL
- EXISTING ROOF, 2 LEVELS
- CONSTRUCTION / NEW
- DEMO / REMOVE
- GUTTER
- DOWNSPOUT
- DOWNSPOUT EXTENSION
- SLOPE DIRECTION



2 ROOF PLAN-EXISTING & NEW
1" = 20'-0"



1 ROOF PLAN-EXISTING & DEMO
1" = 20'-0"

REMOVE AND REINSTALL BOARDWALK AT PATHWAYS AS REQUIRED

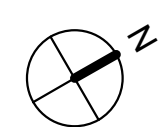
VERIFY IN FIELD DISTANCE BETWEEN HOLDING CELL AND PLAYGROUND RETAINING WALL PRIOR TO CONST.

CITY OF SAND POINT
SAND POINT CITY HALL STABILIZATION
Sand Point City Hall
249 Main St., Sand Point, Alaska 99661

PRELIMINARY
NOT FOR
CONSTRUCTION

ROOF PLAN & ELEVATIONS
AUTHOR: SW
CHECKED: JWS
REVISION:
ISSUE DATE: 06/10/2022

A3.01
FULL SIZE PRINTED ON 22 x 34



PUBLIC COMMENTS

EXECUTIVE SESSION

COUNCIL COMMENTS

ADJOURNMENT

FYI