

City of Sand Point Council Meeting



Workshop: Tuesday, March 13, 2018 – 2:00 p.m.

Meeting: Tuesday, March 13, 2018 – 7:00 p.m.

CALL TO ORDER

ROLL CALL

CITY OF SAND POINT

(packet will be available on website March 9, 2018
www.sandpointak.com)



MAYOR

Mayor Glen Gardner Jr. - Office Exp. 2020

COUNCIL MEMBERS

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

SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

Regular Meeting

Tuesday, March 13, 2018 7:00 pm

CALL TO ORDER ROLL CALL APPROVAL OF AGENDA

CONSENT AGENDA:

1. Minutes: Minutes of Regular Meeting on February 13, 2018

REPORTS:

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

HEARINGS, ORDINANCES AND RESOLUTIONS:

OLD BUSINESS:

1. Airport 139 Certification

NEW BUSINESS:

1. FY17 Audit Results
2. Implementation of Comprehensive Plan Review
3. EAT Tobacco Prevention and Control Community Based Grant

PUBLIC COMMENTS COUNCIL COMMENTS EXECUTIVE SESSION ADJOURNMENT

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

POSTED: 03/07/18

CALL TO ORDER:

The regular meeting of the Sand Point City Council was held Tuesday, February 13, 2018 in the Sand Point Council Chambers. Mayor Glen Gardner, Jr. called the meeting to order at 7:01 p.m.

ROLL CALL:

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

A quorum was established.

Staff in attendance:

- Lamar Cotten, Interim Administrator via teleconference
- Shannon Sommer, City Clerk
- Krista Galvin, Finance Officer
- Richard Kochuten Sr., Harbor Master
- Hal Henning, Police Chief

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 with the addition of adding under Reports, #8 Pauloff Harbor Tribe, and the corrected date of minutes under Consent Agenda.

SECOND: Councilperson Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

APPROVAL OF CONSENT AGENDA:

- 1. Minutes of the January 9, 2018 Regular Meeting.

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

MOTION: Councilperson Shirley Brown made a motion to adopt the consent agenda.

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Finance Officer - Krista Galvin

Finance Officer Krista Galvin reported for the month of December 2017 Raw Fish Tax was \$515.28 and Sales Tax was \$31,231.26.

Interim Administrator – Lamar Cotten

Interim Administrator Lamar Cotton reported the new dock construction date had been delayed until late fall, 2019. Such a delay may provide the City time to possibly-if funding is available-to put out a bid on both the new and old dock.

DPS Police Chief - Hal Henning

Police Chief Hal Henning reported the department has started Initial/Incident reporting, i.e. a lost phone, which they would put that information down and track it, which will increase the amount of activity on the monthly report.

Interim Sergeant Brent Nierman and Officer Dave Anderson attended an Equivalency Academy in Juneau, AK, once completed, Interim Sergeant Nierman would become a Sergeant and Officer Anderson would start a regular rotation. Officer Mark Chandler will join the department in June 2018. Investigator Thomas Slease spent the last 2 weeks in Sand Point, he met local people and gathered information on drug activity. DRS will install the higher speed internet for the Police Department that will operate APSIN, ARMS and AFIS. TelAlaska, Inc. gave the department free hot spot access for communication purposes.

Public Works Director - David Stokes

Public Works Director is still away for medical, no report given at this time.

Water and Sewer - Allen Hill

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

Harbor Master - Richard Kochuten, Sr.

Harbor Master Richard Kochuten Sr. reported all machinery serviced on a regular basis. The crew worked on the Grove Crane, they repaired head lights and the alarm system. They put a 40 ft. container in place at the airport for G's Greatland Hunting. They towed an unwanted vehicle from the Aleutians East Borough parking lot.

Student Representative – Peyton Stroud

Student Representative Peyton Stroud stated they had their latest Council meeting. Student Council made a \$600 COSTCO order to restock the student store. They will have a dance in March 2018 to end the Basketball season. Council decided to start a prom committee to discuss the price of prom, pick a theme and plan out the night.

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Ordinance 2018-01: Adopting Sand Point Comprehensive Community Development Plan – 2nd Reading

MOTION: Councilperson Marita Gundersen made a motion to put Ordinance 2018-01: Adopting Sand Point Comprehensive Community Development on the floor for 2nd Reading.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

MOTION: Councilperson Marita Gundersen made a motion to adopt Ordinance 2018-01: Adopting Sand Point Comprehensive Community Development.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

2. Resolution 18-01: Alaska Marine Highway System

MOTION: Councilperson Marita Gundersen made a motion to adopt Resolution 18-01: Alaska Marine Highway System.

SECOND: Councilperson Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

OLD BUSINESS:

1. Airport Certification

Interim Administrator Cotton recommended once Danny Seybert felt better, for the City and Mr. Seybert to have in writing some type of MOA payment for required Part 139 Certification matters. Lobbyist Mark Hickey Interim Administrator Cotten continue to work with DOT on the matter. Interim Administrator Cotten recommended the General Agreement and the Operational Agreement with the State, to be looked at by a legal team, before being presented to the Council.

2. Grove Maintenance Quote

MOTION: Councilperson Shirley Brown a motion to approve the Grove Maintenance Quote with the amount to not exceed the price listed, \$11,224.27.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

NEW BUSINESS:

1. Sand Point Little League Position

MOTION: Councilperson Marita Gundersen made a motion to approve the Sand Point Little League Position with Jerri Nyberg for \$5,000 and Mrs. Nyberg to work on an expense plan with Finance Officer Galvin.

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

2. CIP Priority List Review

MOTION: Councilperson Shirley Brown a motion to approve the CIP Priority List Review with a budget submitted to the AEB.

SECOND: Councilperson Allan Starnes seconded the motion.

VOTE: Motion passed unanimously.

3. Implementation of Sand Point Comprehensive Community Development Plan

Interim Administrator stated of the 99 suggestions, he recommended the Council look more into Community and Regional Fishery Issues, Training Program Opportunities and Tourism development topics. Interim Administrator Cotton will suggest some topic ideas to pursue at the next Council meeting.

4. SWAMC

MOTION: Councilperson Marita Gundersen made a motion to send Councilperson Emil Mobeck and Councilperson Allan Starnes to attend the 2018 SWAMC Economic Summit & Business Meeting.

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS: None.

COUNCIL COMMENTS:

Councilperson Marita Gundersen asked what the current status of the boys & girls afterschool program is. Mayor Gardner stated Finance Officer Krista Galvin and Qagan Tayagungin Tribe Executive Director Tiffany Jackson are working together on a proposal to bring back to the Council.

ADJOURNMENT:

MOTION: Councilperson Marita Gundersen made a motion to adjourn.

SECOND: Councilperson Emil Mobeck seconded the motion.

The meeting adjourned at 7:47 PM.

Glen Gardner, Jr., Mayor

ATTEST:

Shannon Sommer, City Clerk

REPORTS

FINANCE OFFICER

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

	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
July	98,195.23	156,655.84	121,976.31	110,509.71	129,882.77	142,500.10
August	68,242.04	137,107.36	48,575.15	94,822.69	42,576.34	139,542.35
September	71,393.24	53,307.44	64,362.76	62,297.79	63,622.18	37,427.07
October	74,240.08	41,610.64	32,213.32	76,878.70	59,854.60	32,201.69
November	5,675.98	22,386.53	7,214.11	3,770.50	6,757.09	10,083.69
December	1,305.30	5,337.01	372.97	735.79	-	515.28
January	39,379.85	43,650.07	25,670.23	21,798.52	8,015.18	3,836.52
February	33,190.81	53,363.98	37,309.68	47,098.16	47,058.04	-
March	78,691.30	65,073.23	88,220.14	69,354.74	95,569.42	-
April	24,930.11	36,514.38	15,613.35	23,493.50	5,984.43	-
May	16,846.94	21,292.12	25,246.23	16,091.74	20,790.33	-
June	<u>129,015.93</u>	<u>64,462.43</u>	<u>68,319.25</u>	<u>78,884.08</u>	<u>109,955.05</u>	<u>-</u>
Total	641,106.81	700,761.03	535,093.50	605,735.92	590,065.43	366,106.70

Sales Tax Revenue

	<u>FY13</u>	<u>FY14</u>	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>	<u>FY18</u>
July	101,206.98	82,934.73	104,201.30	88,780.27	75,255.42	79,691.25
August	76,571.79	73,136.15	88,102.34	92,491.15	64,147.25	77,015.98
September	194,900.07	75,647.72	116,436.20	95,569.47	80,332.82	66,935.45
October	85,720.47	69,251.83	81,510.79	71,821.64	62,727.84	34,186.58
November	90,575.50	46,816.20	43,535.59	35,841.10	36,741.45	49,870.42
December	44,723.29	52,116.25	44,980.97	48,357.80	37,647.73	31,235.26
January	62,428.48	80,977.40	66,575.33	60,942.89	58,373.49	39,383.33
February	57,547.22	84,035.36	69,895.86	60,702.43	59,618.34	-
March	75,307.36	126,325.95	105,731.28	81,364.98	77,700.11	-
April	65,117.67	86,407.71	58,562.79	53,394.08	52,535.54	-
May	58,775.64	70,189.92	52,976.00	44,528.77	45,569.00	-
June	<u>80,381.46</u>	<u>98,758.26</u>	<u>96,824.06</u>	<u>80,350.37</u>	<u>78,996.36</u>	<u>-</u>
Total	993,255.93	946,597.48	929,332.51	814,144.95	729,645.35	378,318.27
				TDX Fines	(150,000.00)	
					579,645.35	

City of Sand Point
Bank Balance

Date

	Balance	
Bank	End of JANUARY	Date
Key Bank	2,396,326.52	3/9/2018
Wells Fargo - General	88,792.00	123,840.76
Wells Fargo - Bingo Fund	139,405.54	144,008.63
Wells Fargo - Silver Salmon Fund	38,780.49	38,780.49
AlaskaUsa Federal Credit Union CD	204,792.12	204,932.73
Charles Schwab	527,328.89	

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

03/09/18 10:45 AM

Page 1

Current Period: JANUARY 17-18

	17-18 YTD Budget	17-18 YTD Amt	JANUARY MTD Amt	17-18 YTD Balance	% of YTD
GENERAL FUND					
LEGISLATIVE	\$134,200.00	\$80,817.06	\$9,938.94	\$53,382.94	60.22%
ADMINISTRATION	\$1,145,950.00	\$658,248.54	\$181,694.54	\$487,701.46	57.44%
PARKS AND RECREATION	\$24,000.00	\$14,169.13	\$1,854.25	\$9,830.87	59.04%
PUBLIC SAFETY	\$586,700.00	\$253,278.43	\$21,704.78	\$333,421.57	43.17%
PUBLIC WORKS	\$698,100.00	\$451,345.44	\$95,830.24	\$246,754.56	64.65%
FACILITIES	\$287,350.00	\$113,074.08	\$14,461.63	\$174,275.92	39.35%
<i>Total GENERAL FUND</i>	\$2,876,300.00	\$1,570,932.68	\$325,484.38	\$1,305,367.32	54.62%
BINGO FUND					
ADMINISTRATION	\$535,850.00	\$360,688.39	\$37,266.01	\$175,161.61	67.31%
<i>Total BINGO FUND</i>	\$535,850.00	\$360,688.39	\$37,266.01	\$175,161.61	67.31%
SILVER SALMON DERBY					
FIRE	\$30,000.00	\$22,556.67	\$0.00	\$7,443.33	75.19%
<i>Total SILVER SALMON DERBY</i>	\$30,000.00	\$22,556.67	\$0.00	\$7,443.33	75.19%
CLINIC OPERATIONS/MAINTENANCE					
ADMINISTRATION	\$36,412.00	\$0.00	\$0.00	\$36,412.00	0.00%
<i>Total CLINIC OPERATIONS/MAINTENANCE</i>	\$36,412.00	\$0.00	\$0.00	\$36,412.00	0.00%
ROCK CRUSHER ENTERPRISE FUND					
PUBLIC WORKS	\$40,500.00	\$39,465.93	\$0.00	\$1,034.07	97.45%
<i>Total ROCK CRUSHER ENTERPRISE FUND</i>	\$40,500.00	\$39,465.93	\$0.00	\$1,034.07	97.45%
WATER/SEWER OPERATIONS					
WATER/SEWER	\$267,618.00	\$128,550.05	\$14,082.85	\$139,067.95	48.03%
<i>Total WATER/SEWER OPERATIONS</i>	\$267,618.00	\$128,550.05	\$14,082.85	\$139,067.95	48.03%
HARBOR/PORT OPERATIONS					
HARBOR	\$590,500.00	\$326,706.91	\$50,710.20	\$263,793.09	55.33%
<i>Total HARBOR/PORT OPERATIONS</i>	\$590,500.00	\$326,706.91	\$50,710.20	\$263,793.09	55.33%
REFUSE COLLECTION					
PUBLIC WORKS	\$165,350.00	\$83,742.73	\$9,672.84	\$81,607.27	50.65%
<i>Total REFUSE COLLECTION</i>	\$165,350.00	\$83,742.73	\$9,672.84	\$81,607.27	50.65%
Report Total	\$4,542,530.00	\$2,532,643.36	\$437,216.28	\$2,009,886.64	55.75%

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

03/09/18 10:45 AM

Page 1

Current Period: JANUARY 17-18

		17-18	17-18	JANUARY	17-18	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
GENERAL FUND						
Active	R 01-200 CAPITAL GAIN / LOSS	\$0.00	\$24,237.24	\$10,409.06	-\$24,237.24	0.00%
Active	R 01-201 INTEREST INCOME	\$10,000.00	\$18,829.53	\$2,438.98	-\$8,829.53	188.30%
Active	R 01-202 FINES AND PENALTYS	\$2,000.00	\$1,555.81	\$934.23	\$444.19	77.79%
Active	R 01-203 OTHER REVENUE	\$170,000.00	\$4,325.08	\$100.00	\$165,674.92	2.54%
Active	R 01-205 4% SALES TAX	\$700,000.00	\$417,931.30	\$31,235.26	\$282,068.70	59.70%
Active	R 01-213 RAW FISH TAX	\$470,000.00	\$472,225.23	\$515.28	-\$2,225.23	100.47%
Active	R 01-214 FINE-LATE SALES TAX	\$1,000.00	\$1,379.80	\$0.00	-\$379.80	137.98%
Active	R 01-217 7% B & B Tax	\$14,000.00	\$9,130.26	\$83.80	\$4,869.74	65.22%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$150,000.00	\$0.00	\$0.00	\$150,000.00	0.00%
Active	R 01-226 EVENT COSTS	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
Active	R 01-229 EASTER EGG HUNT DONA	\$0.00	\$300.00	\$0.00	-\$300.00	0.00%
Active	R 01-230 DONATIONS	\$2,500.00	\$550.00	\$0.00	\$1,950.00	22.00%
Active	R 01-231 INSURANCE REFUND	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$4,000.00	\$225.00	\$150.00	\$3,775.00	5.63%
Active	R 01-234 SB 46 PERS RELIEF	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
Active	R 01-238 ANCHORAGE OFFICE	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	R 01-250 STATE REVENUE SHARIN	\$87,700.00	\$98,363.00	\$0.00	-\$10,663.00	112.16%
Active	R 01-256 REVENUE--STATE OF ALA	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
Active	R 01-257 REVENUE--FEDERAL GOV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-260 STATE LIQUOR SHARE TA	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Active	R 01-265 STATE PROCESSORS TAX	\$38,000.00	\$0.00	\$0.00	\$38,000.00	0.00%
Active	R 01-266 ExT FISH TAX SHARING	\$458,906.00	\$458,906.62	\$0.00	-\$0.62	100.00%
Active	R 01-285 EQUIPMENT RENTAL	\$20,000.00	\$9,581.51	\$4,578.84	\$10,418.49	47.91%
Active	R 01-291 BUILDING RENTALS	\$140,000.00	\$64,876.18	\$10,081.91	\$75,123.82	46.34%
Active	R 01-293 LIBRARY GRANT	\$4,200.00	\$7,000.00	\$0.00	-\$2,800.00	166.67%
Active	R 01-297 POLICE MISC REVENUE	\$36,000.00	\$15,085.00	\$0.00	\$20,915.00	41.90%
Active	R 01-298 EMS MISC REVENUE	\$5,000.00	\$7,182.00	\$0.00	-\$2,182.00	143.64%
Active	R 01-990 F/V DESTINATION SWEAT	\$0.00	\$80.00	\$0.00	-\$80.00	0.00%
	Total	\$2,396,306.00	\$1,611,763.56	\$60,527.36	\$784,542.44	67.26%
	Total GENERAL FUND	\$2,396,306.00	\$1,611,763.56	\$60,527.36	\$784,542.44	67.26%
BINGO FUND						
Active	R 02-203 OTHER REVENUE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	R 02-294 BINGO REVENUE	\$40,000.00	\$24,236.00	\$3,272.00	\$15,764.00	60.59%
Active	R 02-295 PULL TAB REVENUE	\$550,000.00	\$367,990.00	\$33,325.00	\$182,010.00	66.91%
	Total	\$595,000.00	\$392,226.00	\$36,597.00	\$202,774.00	65.92%
	Total BINGO FUND	\$595,000.00	\$392,226.00	\$36,597.00	\$202,774.00	65.92%
SILVER SALMON DERBY						
Active	R 03-230 DONATIONS	\$3,000.00	\$3,550.00	\$0.00	-\$550.00	118.33%
Active	R 03-292 SILVER SALMON DERBY	\$0.00	\$30,601.63	\$0.00	-\$30,601.63	0.00%
	Total	\$3,000.00	\$34,151.63	\$0.00	-\$31,151.63	1138.39%
	Total SILVER SALMON DERBY	\$3,000.00	\$34,151.63	\$0.00	-\$31,151.63	1138.39%
CLINIC OPERATIONS/MAINTENANCE						
Active	R 10-257 REVENUE--FEDERAL GOV	\$62,412.00	\$45,992.24	\$35,066.68	\$16,419.76	73.69%
	Total	\$62,412.00	\$45,992.24	\$35,066.68	\$16,419.76	73.69%
	Total CLINIC OPERATIONS/MAINTENANCE	\$62,412.00	\$45,992.24	\$35,066.68	\$16,419.76	73.69%
ROCK CRUSHER ENTERPRISE FUND						

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

03/09/18 10:45 AM

Page 2

Current Period: JANUARY 17-18

		17-18	17-18	JANUARY	17-18	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Active	R 58-207 GRAVEL SALES	\$45,000.00	\$900.00	\$0.00	\$44,100.00	2.00%
Total		<u>\$45,000.00</u>	<u>\$900.00</u>	<u>\$0.00</u>	<u>\$44,100.00</u>	<u>2.00%</u>
Total ROCK CRUSHER ENTERPRISE FUND		\$45,000.00	\$900.00	\$0.00	\$44,100.00	2.00%
WATER/SEWER OPERATIONS						
Active	R 61-202 FINES AND PENALTYS	\$2,500.00	\$1,274.98	\$490.43	\$1,225.02	51.00%
Active	R 61-206 WATER/SEWER REVENUE	\$190,000.00	\$110,528.42	\$17,503.99	\$79,471.58	58.17%
Active	R 61-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-235 TRANSFER IN	\$59,000.00	\$0.00	\$0.00	\$59,000.00	0.00%
Active	R 61-243 USDA GRANT REVENUE	\$23,516.00	\$23,516.00	\$0.00	\$0.00	100.00%
Active	R 61-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		<u>\$275,016.00</u>	<u>\$135,319.40</u>	<u>\$17,994.42</u>	<u>\$139,696.60</u>	<u>49.20%</u>
Total WATER/SEWER OPERATIONS		\$275,016.00	\$135,319.40	\$17,994.42	\$139,696.60	49.20%
HARBOR/PORT OPERATIONS						
Active	R 62-201 INTEREST INCOME	\$0.00	\$3,384.32	\$439.54	-\$3,384.32	0.00%
Active	R 62-203 OTHER REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-210 HARBOR/MOORAGE	\$225,000.00	\$156,416.85	\$9,194.36	\$68,583.15	69.52%
Active	R 62-211 HARBOR/TRAVELLIFT	\$95,000.00	\$70,984.60	\$6,264.74	\$24,015.40	74.72%
Active	R 62-212 BOAT HARBOR/RENTS	\$85,000.00	\$44,603.50	\$8,700.00	\$40,396.50	52.47%
Active	R 62-215 HARBOR/WHARFAGE	\$90,000.00	\$75,312.20	\$1,279.18	\$14,687.80	83.68%
Active	R 62-219 HARBOR ELEC SERVICE F	\$8,000.00	\$5,058.77	\$1,002.85	\$2,941.23	63.23%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$2,000.00	\$11.55	\$0.00	\$1,988.45	0.58%
Active	R 62-221 HARBOR/VAN STORAGE	\$22,000.00	\$16,941.20	\$0.00	\$5,058.80	77.01%
Active	R 62-222 HARBOR/STALL ELECTRIC	\$35,000.00	\$15,882.40	\$4,168.25	\$19,117.60	45.38%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$1,655.93	\$138.12	\$2,344.07	41.40%
Active	R 62-224 GEARSHED LOCKER REN	\$15,000.00	\$5,118.13	\$3,918.13	\$9,881.87	34.12%
Active	R 62-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-235 TRANSFER IN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-237 HARBOR STORAGE	\$5,000.00	\$921.75	\$0.00	\$4,078.25	18.44%
Active	R 62-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-285 EQUIPMENT RENTAL	\$30,000.00	\$26,685.72	\$2,682.88	\$3,314.28	88.95%
Total		<u>\$616,000.00</u>	<u>\$422,976.92</u>	<u>\$37,788.05</u>	<u>\$193,023.08</u>	<u>68.67%</u>
Total HARBOR/PORT OPERATIONS		\$616,000.00	\$422,976.92	\$37,788.05	\$193,023.08	68.67%
REFUSE COLLECTION						
Active	R 65-202 FINES AND PENALTYS	\$1,500.00	\$627.46	\$205.55	\$872.54	41.83%
Active	R 65-204 REFUSE COLLECTION	\$140,000.00	\$79,988.24	\$12,940.79	\$60,011.76	57.13%
Active	R 65-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 65-235 TRANSFER IN	\$24,000.00	\$0.00	\$0.00	\$24,000.00	0.00%
Active	R 65-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		<u>\$165,500.00</u>	<u>\$80,615.70</u>	<u>\$13,146.34</u>	<u>\$84,884.30</u>	<u>48.71%</u>
Total REFUSE COLLECTION		\$165,500.00	\$80,615.70	\$13,146.34	\$84,884.30	48.71%
Report Total		\$4,158,234.00	\$2,723,945.45	\$201,119.85	\$1,434,288.55	65.51%

CITY OF SAND POINT

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Page 1

***Fund Summary -
Budget to Actual©**

JANUARY 17-18

	17-18 YTD Budget	JANUARY MTD Amount	17-18 YTD Amount	17-18 YTD Balance	17-18 % YTD Budget
FUND 01 GENERAL FUND					
Revenue	\$2,396,306.00	\$60,527.36	\$1,611,763.56	\$784,542.44	67.26%
Expenditure	\$2,876,300.00	\$325,484.38	\$1,570,932.68	\$1,305,367.32	54.62%
		-\$264,957.02	\$40,830.88		
FUND 02 BINGO FUND					
Revenue	\$595,000.00	\$36,597.00	\$392,226.00	\$202,774.00	65.92%
Expenditure	\$535,850.00	\$37,266.01	\$360,688.39	\$175,161.61	67.31%
		-\$669.01	\$31,537.61		
FUND 03 SILVER SALMON DERBY					
Revenue	\$3,000.00	\$0.00	\$34,151.63	-\$31,151.63	138.39%
Expenditure	\$30,000.00	\$0.00	\$22,556.67	\$7,443.33	75.19%
		\$0.00	\$11,594.96		
FUND 10 CLINIC OPERATIONS/MAINTENANCE					
Revenue	\$62,412.00	\$35,066.68	\$45,992.24	\$16,419.76	73.69%
Expenditure	\$36,412.00	\$0.00	\$0.00	\$36,412.00	0.00%
		\$35,066.68	\$45,992.24		
FUND 61 WATER/SEWER OPERATIONS					
Revenue	\$275,016.00	\$17,994.42	\$135,319.40	\$139,696.60	49.20%
Expenditure	\$267,618.00	\$14,082.85	\$128,550.05	\$139,067.95	48.03%
		\$3,911.57	\$6,769.35		
FUND 62 HARBOR/PORT OPERATIONS					
Revenue	\$616,000.00	\$37,788.05	\$422,976.92	\$193,023.08	68.67%
Expenditure	\$590,500.00	\$50,710.20	\$326,706.91	\$263,793.09	55.33%
		-\$12,922.15	\$96,270.01		
FUND 65 REFUSE COLLECTION					
Revenue	\$165,500.00	\$13,146.34	\$80,615.70	\$84,884.30	48.71%
Expenditure	\$165,350.00	\$9,672.84	\$83,742.73	\$81,607.27	50.65%
		\$3,473.50	-\$3,127.03		
Report Total		-\$236,096.43	\$229,868.02		

Memo

To: Mayor Gardner
City Council Members
Sand Point Residents

From: Lamar Cotten
Interim City Administrator

Date: March 10, 2018

Subj: Monthly Report for March 2018

Here is a brief overview on a series issues that I-with assistance of the Mayor and staff- have been working on over the last month or so.

New Dock Design and Future Construction

There has been no new “news” on the New Dock Project. As you may recall this project involves federal funds administered by DOTPF. The speed of internal reviews by both the state and federal has somewhat delayed the project. However, the project construction schedule is still set at early 2019 with a completion date of fall 2019. Mark Hickey and I will continue to monitor the issue.

New Boat Harbor Design Work

The final design for the inner harbor improvements by Moffatt and Nichol is completed. The project approach entails a design-built design with two separate contracts to (1) furnish/fabricate materials and (2) installation. The estimated cost is \$6.3 million. This is the city’s number one CIP priority. In all likelihood funding will need to entail some combination of city/AEB, federal and maybe some state or even tribal funds. The city needs to initiate an internal funding strategy.

EAT Clinic Arrangement.

Based upon my first meeting with EAT staff on the 105 (1) lease, we recently have **been-** with city staff support-putting together the needed information to make the case for an increase in rent payments to the city. The next step by EAT and the federal support agencies is to review the documents. There will be some back and forth with the level of details with some information. Since Sand Point is the first community to go through this

exercise, it's a bit unclear how long the process will take before we see any results from our efforts.

Airport Certification Part 139

The city continues to work with primarily the state on sorting the different roles and responsibilities of the state, air carrier and city. I have attached under old business a summary of a meeting with Glen, Mark Hickey and myself with DOTPF officials. The memo reflects the issue's current status.

City Administrator Candidate Search

The mayor and I have reduced the list down 4 candidates. I have attached the candidates resumes along with a suggested question list.

Other

I attended the March AEB meeting held in Anchorage as well as the SWAMC conference. I met PND, Inc. on dock and harbor matters. Attended an overview the new harbor development project. Worked on applicants for the Water/Sewer position. Interviewed a series of candidates for the Administrator position. I have worked with staff on a series administrative and other issues.

TDX Meeting on Saturday March 10th.

Tentative Agenda will include:

1. Rate Increases or Decreases;
2. Electrical heating systems; and
3. TDX long-term infrastructure repair and replacement strategy.



SAND POINT DEPARTMENT of PUBLIC SAFETY



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

MEMORANDUM

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

From: Denise Mobeck, Administrative Assistant

Date: March 5, 2018

Ref: Department of Public Safety's Monthly Report for February 2018

Police Department

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

Administrative Assistant

- Denise Mobeck/weekday 911 Dispatcher

Dispatchers

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

Police Division Activity

FEBRUARY 2018

3 cases was generated

- 1 Assault DV
- 1 DUI
- 1 Burglary/Theft/Criminal Mischief

Information cases were generated

- Theft of water services
- 2 Paper service
- 2 Welfare check
- 3 Removal of intoxicated person
- Trespass notice
- Theft of vehicle tires
- Medical assistance
- Vehicle theft
- Drug investigation
- Civil matter

There were 2 persons jailed

- 1 DV Assault
- 1 Released on Own Recognizance per bail schedule

There were 53 calls to 911

- 12 MOC/clinic needed
- 4 ambulances needed
- 19 mis-dial or hang ups
- 6 testing 911 system
- 1 unknown gun fire
- 1 alarm noise
- 2 removal of intoxicated person
- 1 noise complaint
- 2 vehicle blocking roadway- resulted in DUI
- 2 miscellaneous officer assistance needed
- 3 assault domestic violence

Other officer activity

- Bar checks
- Presence at basketball games
- BAC requested by clinic

1 Traffic Stop

- Warning for speed

February was an exciting month for the department as we had two new officers start. Dave Anderson, who is assigned to patrol and Thomas Slease, who is assigned to the WAANT in Anchorage. With the addition of Mark Chandler who will start in mid-June, we will be at full staff.

The office is coming along with several projects that will be complete in the next few weeks.

EMS Division

Chief of EMS Division:

- Denise Mobeck, EMS Director

EMS Activity: 9 runs

Rescue1 transported 3 patients to clinic

Rescue1 transported 1 patient from residence to airport for commercial flight

Rescue1 transported 1 patient from airport to residence for commercial flight

Rescue1 stood by at airport for transport that ended in a cancelled flight

Rescue1 transported 2 patients to airport for medevac flight

Rescue1 responded to airport for patient with medical emergency

Thank you to our volunteers that respond in a very short amount of time from being dispatched. Anyone that would like to become certified as an ETT or EMT, we will be having an upcoming class in May, please call Denise at the office to sign up for the class.

If anyone is interested in becoming an ambulance driver call Denise at 383-3700. Drivers must be at least 21 years of age.

Fire Division

Chief of Fire Division:

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

Fire Activity:

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

PUBLIC WORKS DIRECTOR

No report given at this time.

February 2018 W&S Work Report

Water System:

- Found leak and repaired cracked service line under Gabe McGlashan's house.
- Shut off water under Randy Wilson's house. Will make permanent repair when all parts are received. The water froze in the house and broke the piping – suspect major water damage.
- Turned off water to house where Andrew Foster is living – probably break in copper pipes under house from freezing.

Sewer System:

- Routine pumping of Russian Town sewer plant.
- Installed new pump and control panel in the Jumps lift station. The new pump is a 2 HP reversing grinder. We will be ordering a second pump in March.
- Worked for several weeks to clear blockage, probably ice, from the force main leaving the Jumps.
- There is a steady stream of water flowing into the Jumps. We think there may be a leak in the basement at Carl's Trading Post – working on it.
- The problem at Jumps highlights the need for a simple upgrade of the Jumps and Mud Bay lift stations.

Sand Point Boat Harbor Report 03/07/18

Crew installed new oil pump on big boat lift.

Hauled used oils to city public works shop.

Ordered parts for Grove Crane: Nuts, Bolts and Bearings.

Did repair work on tilt motor on Isuzu Flatbed.

Oil change on Flatbed, Gehl, and harbor Ford Truck.

Greased machinery.

Crew did clean up and straightened up storage space for drag gear.

Crew cleaned up white metal off new harbor.

Crew doing busy work, helping the fleet putting on taking drag gear off boats.

At the moment harbor is down 2 daytime, employees' job descriptions are posted.

Richard Kochuten Sr.
Harbor Master

**STUDENT
REPRESENTATIVE**

HEARINGS, ORDINANCES AND RESOLUTIONS

None at this time.

OLD BUSINESS

AIRPORT 139 CERTIFICATION

MEMO

To: Mayor Gardner
City Council Members
Sand Point Residents

From: Lamar Cotten
Interim City Administrator

Date: March 3, 2018

Subj: Airport Part 139 Certification Update

Summary of Current Airport Certification Part 139 Status

Glen, Mark Hickey and I met with key DOTPF officials on Airport Certification Part 139 matters. In short,

1. The city reiterated its position that it will not “write checks” for maintenance or operation of the facility. However, it could take on the responsibility of taking on Part 139 (SAAB 2000-more than 30 seat planes) landing and departure responsibilities (subject to reimbursement through a landing fee arrangement or directly by air carriers). City labor would be reimbursed on at its salary schedule rates. Two to four city designated personnel would be trained.
2. Pen Air is still on board to write a check for the Part 139 set up fee of around \$94,000+-. The city may be the conduit for the transfer of funds. State agreed that such an arrangement if necessary can be designed to hold the city harmless if for whatever reason Pen Air stops paying the project bill.
3. The state current estimates a \$60,000 budget to comply with Part 139. Funds collected would be retained for Sand Point operations. The surplus would not lapse. The state and city continue to discuss whether funds from such a system can be transferred to and from other Cert 139 airports.

4. State is evaluating paying for the Part 139 annual costs by imposing a landing fee at Sand Point. They estimate it would require an estimated fee of \$5.50/per thousand lbs. of the gross takeoff weight of commercial planes above 12,000 lbs. The fee would be imposed on any landing by a commercial passenger or freight aircraft. The department estimates it would equate to a charge of about \$8 per round-trip passenger ticket, and about \$93 per landing by ACE. There are estimated 1440 enplanements in Sand Point on an annual basis.
5. City seeks a hold harmless clause or appropriate insurance to avoid any liability in the case of an accident when it provides its airport services. State will investigate how it can assist in this concern.

Next Steps

City will meet soon with DOTPF on clarification and updating cost data on few issues. City would recommend sending this memo in letter form along with council comments to DOTPF. Staff will provide a suggested resolution to council at the next meeting.

NEW BUSINESS

FY17 AUDIT RESULTS



City of Sand Point, Alaska

**Basic Financial Statements, Required
Supplementary Information, Supplementary
Information, and Government Auditing
Standards Reports
Year Ended June 30, 2017**

City of Sand Point, Alaska

Basic Financial Statements, Required Supplementary Information,
Supplementary Information, and
Government Auditing Standards Reports

Year Ended June 30, 2017

City of Sand Point, Alaska

Contents

	<u>Exhibit</u>	<u>Page</u>
Independent Auditor's Report		1-3
Basic Financial Statements		
Government-Wide Financial Statements:		
Statement of Net Position	A-1	6
Statement of Activities	A-2	7
Fund Financial Statements:		
Governmental Funds:		
Balance Sheet	B-1	8
Reconciliation of Governmental Funds Balance Sheet to Statement of Net Position	B-2	9
Statement of Revenues, Expenditures and Changes in Fund Balances	B-3	10
Reconciliation of Change in Fund Balances of Governmental Funds to Statement of Activities	B-4	11
Enterprise Funds:		
Statement of Net Position	C-1	12
Statement of Revenues, Expenses and Changes in Net Position (Deficit)	C-2	13
Statement of Cash Flows	C-3	14
Notes to Basic Financial Statements		15-34
Required Supplementary Information		
General Fund - Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual	D-1	36
Public Employees Retirement System:		
Schedule of the City's Information on the Net Pension Liability	E-1	37
Schedule of the City's Contributions	E-2	38
Notes to Required Supplementary Information		39
Supplementary Information		
Combining and Individual Fund Financial Statements and Schedules:		
General Fund:		
Balance Sheet	F-1	42
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual	F-2	43-48

City of Sand Point, Alaska

Contents

	<u>Exhibit</u>	<u>Page</u>
Supplementary Information, continued		
Combining and Individual Fund Financial Statements and Schedules, continued:		
Nonmajor Governmental Funds:		
Combining Balance Sheet	G-1	49
Combining Statement of Revenues, Expenditures and Changes in Fund Balances	G-2	50
Nonmajor Enterprise Fund:		
Statement of Net Position	G-3	51
Statement of Revenues, Expenses and Changes in Net Position	G-4	52
Statement of Cash Flows	G-5	53
Enterprise Funds:		
Bingo:		
Statements of Net Position	H-1	54
Statements of Revenues, Expenses and Changes in Net Position	H-2	55
Statements of Cash Flows	H-3	56
Boat Harbor:		
Statements of Net Position	H-4	57
Statements of Revenues, Expenses and Changes in Net Position	H-5	58
Statements of Cash Flows	H-6	59
Refuse Collection:		
Statements of Net Position	H-7	60
Statements of Revenues, Expenses and Changes in Net Position	H-8	61
Statements of Cash Flows	H-9	62
Water and Sewer:		
Statements of Net Position	H-10	63
Statements of Revenues, Expenses and Changes in Net Position	H-11	64
Statements of Cash Flows	H-12	65
Government Auditing Standards Reports		
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>		66-67
Schedule of Findings and Responses		68



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3601 C Street, Suite 600
Anchorage, AK 99503

Independent Auditor's Report

Honorable Mayor and City Council
City of Sand Point, Alaska

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sand Point, Alaska, as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the City of Sand Point's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sand Point, Alaska, as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on page 36 and the Schedules of Net Pension Liability and Pension Contributions on pages 37 through 39, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Supplementary and Other Information

Our audit for the year ended June 30, 2017 was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual fund financial statements and schedules for the year ended June 30, 2017 are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

We also previously audited, in accordance with auditing standards generally accepted in the United States of America, the basic financial statements of the City of Sand Point as of and for the year ended June 30, 2016 (not presented herein), and have issued our report thereon dated February 25, 2017 which contained unmodified opinions on the respective financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information. The individual fund financial statements and schedules for the year ended June 30, 2016 are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the June 30, 2016 financial statements. The information has been subjected to the auditing procedures applied in the audit of the 2016 basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare those financial statements or to those financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the individual fund financial statements and schedules are fairly stated in all material respects in relation to the basic financial statements as a whole for the year ended June 30, 2016.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 9, 2018 on our consideration of City of Sand Point's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Sand Point's internal control over financial reporting and compliance.

BDO USA, LLP

Anchorage, Alaska
January 9, 2018

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Basic Financial Statements

City of Sand Point, Alaska

Statement of Net Position

<i>June 30, 2017</i>	Govern- mental Activities	Business- type Activities	Total
Assets and Deferred Outflows of Resources			
Assets			
Cash and investments	\$ 2,413,160	\$ 853,947	\$ 3,267,107
Accounts receivable, net	202,992	128,644	331,636
Internal balances	1,195,540	(1,195,540)	-
Investment in Southwest Governments, LLC	271,885	-	271,885
Capital assets not being depreciated	-	51,226	51,226
Other capital assets, net of accumulated depreciation	7,967,041	12,383,334	20,350,375
Total Assets	12,050,618	12,221,611	24,272,229
Deferred Outflows of Resources - related to pensions	298,252	150,642	448,894
Total Assets and Deferred Outflows of Resources	\$ 12,348,870	\$ 12,372,253	\$ 24,721,123
Liabilities, Deferred Inflows of Resources and Net Position			
Liabilities			
Accounts payable	\$ 31,018	\$ 25,733	\$ 56,751
Accrued liabilities	110,490	1,531	112,021
Unearned revenue	4,538	-	4,538
Accrued interest payable	-	37,660	37,660
Noncurrent liabilities:			
Due within one year :			
Accrued leave	58,018	32,007	90,025
Bonds payable	-	70,000	70,000
Due in more than one year :			
Landfill closure costs payable	-	136,251	136,251
Bonds payable, net of current portion	-	2,300,000	2,300,000
Bond premium, net of accumulated amortization	-	348,030	348,030
Net pension liability	1,667,553	842,241	2,509,794
Total Liabilities	1,871,617	3,793,453	5,665,070
Deferred Inflows of Resources - related to pensions	18,588	9,388	27,976
Net Position			
Net investment in capital assets	7,967,041	9,716,530	17,683,571
Unrestricted (deficit)	2,491,624	(1,147,118)	1,344,506
Total Net Position	10,458,665	8,569,412	19,028,077
Total Liabilities, Deferred Inflows of Resources, and Net Position	\$ 12,348,870	\$ 12,372,253	\$ 24,721,123

See accompanying notes to basic financial statements.

City of Sand Point, Alaska

Statement of Activities

Year Ended June 30, 2017	Program Revenues			Net (Expense) Revenue and Change in Net Position		
	Expenses	Charges for Services	Operating Grants & Contri- butions	Govern- mental Activities	Business- type Activities	Total
Governmental Activities						
General government	\$ 1,436,956	\$ 68,613	\$ 10,341	\$ (1,358,002)	\$ -	\$ (1,358,002)
Parks and recreation	27,492	-	-	(27,492)	-	(27,492)
Public safety	641,254	-	6,959	(634,295)	-	(634,295)
Public works	1,092,037	194,791	11,151	(886,095)	-	(886,095)
Health clinic	-	40,932	-	40,932	-	40,932
Community development	50,562	32,920	-	(17,642)	-	(17,642)
Total Governmental Activities	3,248,301	337,256	28,451	(2,882,594)	-	(2,882,594)
Business-type Activities						
Bingo	562,410	632,681	-	-	70,271	70,271
Boat harbor	1,213,612	741,959	9,176	-	(462,477)	(462,477)
Water and sewer	431,677	222,538	25,109	-	(184,030)	(184,030)
Refuse	278,560	125,697	3,609	-	(149,254)	(149,254)
Rock crusher	7,785	32,948	-	-	25,163	25,163
Total Business-type Activities	2,494,044	1,755,823	37,894	-	(700,327)	(700,327)
Total	\$ 5,742,345	\$ 2,093,079	\$ 66,345	(2,882,594)	(700,327)	(3,582,921)

General Revenues

Taxes:			
Sales taxes	725,362	-	725,362
Local raw fish taxes	590,065	-	590,065
Accommodation taxes	8,843	-	8,843
Payment in lieu of taxes	150,000	-	150,000
Grants and entitlements not restricted to a specific purpose	397,039	-	397,039
Transfers	(52,500)	52,500	-
Total General Revenues and Transfers	1,818,809	52,500	1,871,309
Change in net position	(1,063,785)	(647,827)	(1,711,612)
Net Position, beginning	11,522,450	9,217,239	20,739,689
Net Position, ending	\$ 10,458,665	\$ 8,569,412	\$ 19,028,077

See accompanying notes to basic financial statements.

City of Sand Point, Alaska
Governmental Funds
Balance Sheet

<i>June 30, 2017</i>	<u>Major Fund</u> General	Nonmajor Funds	Total Governmental Funds
Assets			
Cash and investments	\$ 2,197,871	\$ 215,289	\$ 2,413,160
Receivables:			
Sales tax	79,274	-	79,274
Fish tax	109,955	-	109,955
Other	13,763	-	13,763
Investment in Southwest Governments, LLC	271,885	-	271,885
Advance to other funds	939,827	-	939,827
Due from other funds	255,713	-	255,713
Total Assets	\$ 3,868,288	\$ 215,289	\$ 4,083,577
Liabilities and Fund Balances			
Liabilities			
Accounts payable	\$ 31,018	\$ -	\$ 31,018
Accrued liabilities	110,490	-	110,490
Unearned revenue	4,538	-	4,538
Total Liabilities	146,046	-	146,046
Fund Balances			
Nonspendable:			
Investment in Southwest Governments, LLC	271,885	-	271,885
Advance to other funds	939,827	-	939,827
Assigned:			
Silver Salmon Derby	-	16,212	16,212
Clinic	-	199,077	199,077
Next year's budget	71,400	-	71,400
Unassigned	2,439,130	-	2,439,130
Total Fund Balances	3,722,242	215,289	3,937,531
Total Liabilities and Fund Balances	\$ 3,868,288	\$ 215,289	\$ 4,083,577

See accompanying notes to basic financial statements.

City of Sand Point, Alaska

Reconciliation of Governmental Funds Balance Sheet to Statement of Net Position

June 30, 2017

Total fund balances for governmental funds		\$ 3,937,531
Total net position reported for governmental activities in the Statement of Net Position is different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. These assets, net of accumulated depreciation, consist of:		
Buildings	\$ 8,590,637	
Improvements other than buildings	4,531,870	
Equipment and vehicles	1,897,965	
Total capital assets	15,020,472	
Accumulated depreciation	(7,053,431)	
Total capital assets, net		7,967,041
Noncurrent liabilities are not due and payable in the current period and therefore are not reported as fund liabilities. These liabilities consist of:		
Accrued leave	(58,018)	
Net pension liability	(1,667,553)	
Total noncurrent liabilities		(1,725,571)
Certain changes in net pension liabilities are deferred rather than recognized immediately. These items are amortized over time.		
Deferred outflows of resources related to pensions	298,252	
Deferred inflows of resources related to pensions	(18,588)	
Total deferred pension items		279,664
Total Net Position of Governmental Activities		\$ 10,458,665

See accompanying notes to basic financial statements.

City of Sand Point, Alaska

Governmental Funds

Statement of Revenues, Expenditures and Changes in Fund Balances

<i>Year Ended June 30, 2017</i>	Major Fund		Total Governmental Funds
	General	Nonmajor Funds	
Revenues			
Taxes	\$ 1,324,270	\$ -	\$ 1,324,270
State of Alaska	402,703	-	402,703
Federal government	28,218	-	28,218
Other revenues	413,404	73,852	487,256
Total Revenues	2,168,595	73,852	2,242,447
Expenditures			
Current:			
General government	866,556	-	866,556
Parks and recreation	20,987	-	20,987
Public safety	544,408	-	544,408
Public works	672,948	-	672,948
Community development	-	38,333	38,333
Total Expenditures	2,104,899	38,333	2,143,232
Excess of revenues over expenditures	63,696	35,519	99,215
Other Financing Sources (Uses)			
Transfers out	(52,500)	-	(52,500)
Net change in fund balances	11,196	35,519	46,715
Fund Balances, beginning	3,711,046	179,770	3,890,816
Fund Balances, ending	\$ 3,722,242	\$ 215,289	\$ 3,937,531

See accompanying notes to basic financial statements.

City of Sand Point, Alaska

Reconciliation of Change in Fund Balances of Governmental Funds to Statement of Activities

Year Ended June 30, 2017

Net change in fund balances - total governmental funds	\$	46,715
<p>The change in net position reported for governmental activities in the Statement of Activities is different because:</p>		
<p>Governmental funds report capital outlays as expenditures. However in the Statement of Activities, the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation (\$760,753) exceeded capital outlays (\$33,084) in the current year and other miscellaneous transactions (\$1,325).</p>		
		(728,994)
<p>Some expenses reported in the Statement of Activities do not require the use of current financial resources and therefore, are not reported as expenditures in governmental funds.</p>		
Increase in accrued leave		(11,992)
Net increase in net pension liability and related deferred accounts		(369,514)
		<hr/>
Change in Net Position of Governmental Activities	\$	<u>(1,063,785)</u>

See accompanying notes to basic financial statements.

City of Sand Point, Alaska

Enterprise Funds
Statement of Net Position

June 30, 2017	Major Funds				Nonmajor Funds	Total Enterprise Funds
	Bingo	Boat Harbor	Water and Sewer	Refuse		
Assets and Deferred Outflows of Resources						
Current Assets						
Cash and investments	\$ 308,882	\$ -	\$ 71,906	\$ 447,201	\$ 25,958	\$ 853,947
Accounts receivable, net	-	51,156	51,108	26,380	-	128,644
Total Current Assets	308,882	51,156	123,014	473,581	25,958	982,591
Noncurrent Assets						
Buildings and improvements	-	10,795,390	4,572,242	19,400	-	15,387,032
Equipment and vehicles	14,541	613,944	177,509	498,629	-	1,304,623
Sanitary landfill	-	-	-	1,996,889	-	1,996,889
Construction in progress	-	51,226	-	-	-	51,226
Less accumulated depreciation	(14,541)	(1,804,216)	(2,671,568)	(1,814,885)	-	(6,305,210)
Total Noncurrent Assets	-	9,656,344	2,078,183	700,033	-	12,434,560
Total Assets	308,882	9,707,500	2,201,197	1,173,614	25,958	13,417,151
Deferred Outflows of Resources, related to pensions	-	96,135	16,693	37,814	-	150,642
Total Assets and Deferred Outflows of Resources	\$ 308,882	\$ 9,803,635	\$ 2,217,890	\$ 1,211,428	\$ 25,958	\$ 13,567,793
Liabilities, Deferred Inflows of Resources and Net Position						
Current Liabilities						
Accounts payable	\$ 312	\$ 7,363	\$ 17,011	\$ 252	\$ 795	\$ 25,733
Accrued leave	-	24,105	1,320	6,582	-	32,007
Accrued payroll	1,531	-	-	-	-	1,531
Accrued interest payable	-	37,660	-	-	-	37,660
Current portion of bonds payable	-	70,000	-	-	-	70,000
Due to other funds	-	255,713	-	-	-	255,713
Total Current Liabilities	1,843	394,841	18,331	6,834	795	422,644
Noncurrent Liabilities						
Advance from other funds	176,561	-	763,266	-	-	939,827
Bonds payable, net of current portion	-	2,300,000	-	-	-	2,300,000
Bond premium, net	-	348,030	-	-	-	348,030
Landfill closure costs payable	-	-	-	136,251	-	136,251
Net pension liability	-	537,490	93,332	211,419	-	842,241
Total Noncurrent Liabilities	176,561	3,185,520	856,598	347,670	-	4,566,349
Total Liabilities	178,404	3,580,361	874,929	354,504	795	4,988,993
Deferred Inflows of Resources, related to pensions	-	5,991	1,040	2,357	-	9,388
Net Position (Deficit)						
Net investment in capital assets	-	6,938,314	2,078,183	700,033	-	9,716,530
Unrestricted (deficit)	130,478	(721,031)	(736,262)	154,534	25,163	(1,147,118)
Total Net Position	130,478	6,217,283	1,341,921	854,567	25,163	8,569,412
Total Liabilities, Deferred Inflows of Resources, and Net Position	\$ 308,882	\$ 9,803,635	\$ 2,217,890	\$ 1,211,428	\$ 25,958	\$ 13,567,793

See accompanying notes to basic financial statements.

City of Sand Point, Alaska
Enterprise Funds
Statement of Revenues, Expenses and Changes in Net Position (Deficit)

<i>Year Ended June 30, 2017</i>	Major Funds				Nonmajor Funds	Total Enterprise Funds
	Bingo	Boat Harbor	Water and Sewer	Refuse		
Operating Revenues	\$ 632,681	\$ 741,959	\$ 222,538	\$ 125,697	\$ 32,948	\$ 1,755,823
Operating Expenses						
Salaries and benefits	34,620	406,005	142,873	169,339	-	752,837
Services and supplies	527,790	229,813	161,995	33,093	7,785	960,476
Depreciation	-	463,081	126,809	76,128	-	666,018
Total Operating Expenses	562,410	1,098,899	431,677	278,560	7,785	2,379,331
Operating income (loss)	70,271	(356,940)	(209,139)	(152,863)	25,163	(623,508)
Nonoperating Revenues (Expenses)						
State PERS relief	-	9,176	1,593	3,609	-	14,378
Interest expense	-	(114,713)	-	-	-	(114,713)
Net Nonoperating Revenues (Expenses)	-	(105,537)	1,593	3,609	-	(100,335)
Income (loss) before capital contributions and transfers	70,271	(462,477)	(207,546)	(149,254)	25,163	(723,843)
Capital contributions	-	-	23,516	-	-	23,516
Transfers in	-	-	52,500	-	-	52,500
Change in net position	70,271	(462,477)	(131,530)	(149,254)	25,163	(647,827)
Net Position (Deficit), beginning	60,207	6,679,760	1,473,451	1,003,821	-	9,217,239
Net Position, ending	\$ 130,478	\$ 6,217,283	\$ 1,341,921	\$ 854,567	\$ 25,163	\$ 8,569,412

See accompanying notes to basic financial statements.

City of Sand Point, Alaska

Enterprise Funds
Statement of Cash Flows

Year Ended June 30, 2017	Major Funds				Nonmajor Funds	Total Enterprise Funds
	Bingo	Boat Harbor	Water and Sewer	Refuse		
Cash Flows from (for) Operating Activities						
Receipts from customers	\$ 632,681	\$ 785,848	\$ 230,299	\$ 168,628	\$ 32,948	\$ 1,850,404
Payments for goods and services	(527,478)	(227,993)	(155,092)	(29,053)	(6,990)	(946,606)
Payments for salaries and benefits	(34,774)	(363,888)	(126,138)	(121,847)	-	(646,647)
Net cash flows from (for) operating activities	70,429	193,967	(50,931)	17,728	25,958	257,151
Cash Flows from Noncapital Financing Activities						
Transfers in	-	-	52,500	-	-	52,500
Cash Flows from (for) Capital and Related Financing Activities						
Additions to capital assets	-	(5,302)	-	-	-	(5,302)
Capital contributions	-	-	23,516	-	-	23,516
Principal paid on long-term debt	-	(65,000)	-	-	-	(65,000)
Interest paid on long-term debt	-	(132,151)	-	-	-	(132,151)
Increase in due to other funds	-	8,486	-	-	-	8,486
Net cash flows from (for) capital and related financing activities	-	(193,967)	23,516	-	-	(170,451)
Net increase (decrease) in cash and investments	70,429	-	25,085	17,728	25,958	139,200
Cash and Investments, beginning	238,453	-	46,821	429,473	-	714,747
Cash and Investments, ending	\$ 308,882	\$ -	\$ 71,906	\$ 447,201	\$ 25,958	\$ 853,947
Reconciliation of Operating Income (Loss) to Net Cash Flows from (for) Operating Activities						
Operating income (loss)	\$ 70,271	\$(356,940)	\$(209,139)	\$(152,863)	\$ 25,163	\$(623,508)
Adjustments to reconcile operating income (loss) to net cash flows from (for) operating activities:						
Depreciation	-	463,081	126,809	76,128	-	666,018
Noncash expense - PERS relief	-	9,176	1,593	3,609	-	10,769
(Increase) decrease in assets and deferred outflows of resources:						
Accounts receivable, net	-	43,889	7,761	42,931	-	94,581
Deferred outflows of resources related to pensions	-	9,713	(1,704)	(1,680)	-	6,329
Increase (decrease) in liabilities and deferred inflows of resources:						
Accounts payable	312	1,820	6,903	(358)	795	9,472
Accrued leave	-	(1,853)	(175)	2,569	-	541
Accrued payroll	(154)	-	-	-	-	(154)
Landfill closure costs payable	-	-	-	4,398	-	4,398
Net pension liability	-	29,118	18,072	43,004	-	90,194
Deferred inflows of resources related to pensions	-	(4,037)	(1,051)	(10)	-	(5,098)
Net Cash Flows from (for) Operating Activities	\$ 70,429	\$ 193,967	\$ (50,931)	\$ 17,728	\$ 25,958	\$ 253,542

See accompanying notes to basic financial statements.

City of Sand Point, Alaska

Notes to Basic Financial Statements

June 30, 2017

1. Summary of Significant Accounting Policies

Reporting Entity

The City of Sand Point was incorporated in 1966 and has operated as a first-class city since 1978 under a council/mayor form of government. The City provides a full range of services to its citizens including, but not limited to, public safety, streets, health and social services, water and sewer, refuse collection, boat harbor, and general administration.

The basic principle used in determining the scope of the entity for financial reporting purposes is the exercise of oversight responsibility over other governmental units by the City's elected officials. Oversight responsibility is derived from the governmental unit's power and includes, but is not limited to, financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters. No other entities exist for which the City has oversight responsibility.

The accounting policies of City of Sand Point conform to accounting principles generally accepted in the United States of America as applicable to governments. The following is a summary of the more significant policies:

Government-Wide and Fund Financial Statements

Government-wide financial statements include the statement of net position and statement of activities. These statements report financial information for the City as a whole. Individual funds are not displayed, but statements distinguish governmental activities from business-type activities which are generally financed in whole or in part with fees charged to external customers. The statement of activities reports expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar activities and may include portions of a fund or summarize more than one fund to capture expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services and other charges to users of the City's services; (2) operating grants and contributions which finance annual operating activities; and (3) capital grants and contributions which fund acquisition, construction, or rehabilitation of capital assets and include fees to developers. These revenues are subject to externally imposed restrictions to these program uses. Taxes and other revenue sources not properly included with program revenues are reported as general revenues.

Separate financial statements are provided for governmental and proprietary funds. Major individual governmental and proprietary funds are reported in separate columns with composite columns for nonmajor funds.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide and proprietary fund financial statements report using the economic resources measurement focus and accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred regardless of the timing of the related cash flows. Grants and similar items are recognized as revenues as soon as all eligibility requirements imposed by the provider have been met.

City of Sand Point, Alaska

Notes to Basic Financial Statements

Governmental fund financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The City considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related fund liability is incurred. However, debt service expenditures, as well as expenditures related to compensated absences, are recorded only to the extent they have matured.

Major revenue sources susceptible to accrual include charges for services, intergovernmental revenues and investment income. In general, other revenues are recognized when received.

Amounts reported as *program revenues* include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as *general revenues* rather than as program revenues. In addition, general revenues include all taxes, investment income, and State and federal entitlement revenues.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Enterprise Funds are charges to customers for sales and services. Operating expenses for the Enterprise Funds include the costs of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

Major Funds

The City reports the following major governmental fund:

General Fund - Reports as the primary fund of the City. This fund is used to account for all financial resources not reported in other funds.

The City reports the following major proprietary funds:

Bingo Enterprise Fund - to account for gaming activities.

Boat Harbor Enterprise Fund - to account for activities of the boat harbor.

Water and Sewer Enterprise Fund - to account for water and sewer utilities.

Refuse Enterprise Fund - to account for activities of the refuse services.

Cash and Cash Equivalents

For purposes of the statements of cash flows, the City considers all cash and investments to be cash equivalents. The central treasury, which holds cash and investments, is used essentially as a cash management pool by each fund.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

City of Sand Point, Alaska

Notes to Basic Financial Statements

Receivables and Payables

On the fund financial statements, receivables and payables resulting from short-term interfund loans are classified as “due to/from other funds.” Long-term loans between funds are classified as “advances to/from other funds.” These amounts are eliminated in the governmental and business-type activities columns of the statement of net position, except for any net residual amounts due between governmental and business-type activities, which are reclassified and presented as internal balances.

At the governmental fund financial reporting level, an “advance receivable” is offset by nonspendable fund balance in the General Fund to indicate that it is not available for general appropriation.

Capital Assets

The City’s property, plant, equipment, and infrastructure with useful lives of more than one year are stated at historical cost and comprehensively reported in the government-wide financial statements. Donated assets are stated at fair value on the date donated. The City generally capitalizes assets with a cost of \$5,000 or more as purchase and construction outlays occur. Costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets’ lives are not capitalized. Capital assets are depreciated using the straight-line method. When capital assets are disposed of, the cost and applicable accumulated depreciation are removed from the respective accounts, and the resulting gain or loss is recorded.

Estimated useful lives in years for depreciable assets are as follows:

	Years
Buildings and improvements	20-40
Machinery	5-10
Equipment and vehicles	5-10
Improvements other than buildings	10-20
Landfill	32

Compensated Absences

It is the City’s policy to allow employees to accumulate earned but unused annual leave. Compensated absences are reported as accrued in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Unearned Revenue

Amounts for which asset recognition criteria have been met but for which revenue recognition criteria have not been met are recorded as unearned revenue.

City of Sand Point, Alaska

Notes to Basic Financial Statements

Long-term Debt

In government-wide and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Governmental fund financial statements recognize proceeds of debt and premiums as other financing sources of the current period.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Public Employees Retirement System (PERS) and additions to/from PERS's fiduciary net position have been determined on the same basis as they are reported by PERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Fund Balances

In the fund financial statements, governmental funds report aggregate amounts for five classifications of fund balances based on the constraints imposed on the use of these resources:

Nonspendable fund balance - This classification includes amounts that cannot be spent because they are either (a) not in spendable form—prepaid items or inventories; or (b) legally or contractually required to be maintained intact.

Restricted fund balance - This classification reflects the constraints imposed on resources either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed fund balance - These amounts can only be used for specific purposes pursuant to constraints imposed by formal resolutions or ordinances of the City Council—the government's highest level of decision making authority. Those committed amounts cannot be used for any other purpose unless the City Council removes the specified use by taking the same type of action imposing the commitment. This classification also includes contractual obligations to the extent that existing resources in the fund have been specifically committed for use in satisfying those contractual requirements.

Assigned fund balance - This classification reflects the amounts constrained by the City's "intent" to be used for specific purposes, but are neither restricted nor committed. The City Council has the authority to assign amounts to be used for specific purposes. Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the General Fund, that are not classified as nonspendable and are neither restricted nor committed.

Unassigned fund balance - This fund balance is the residual classification for the General Fund. It is also used to report negative fund balances in other governmental funds.

When both restricted and unrestricted resources are available for use, it is the City's policy to use externally restricted resources first, then unrestricted resources-committed, assigned, and unassigned-in order as needed.

City of Sand Point, Alaska

Notes to Basic Financial Statements

Use of Estimates

Preparation of the financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions that affect amounts reported in these financial statements. Accordingly, actual results could differ from those estimates.

Budgetary Accounting

The annual City operating budget is prepared by management in the spring preceding the fiscal year to which it relates. The budget is submitted to the City Council for review and approval. Legal enactment of the budget is obtained through passage of a City ordinance. Amendments to the budget can occur any time during the fiscal year through City Council action.

The budget is enacted at the department level. The budget for the General Fund is adopted on a basis consistent with accounting principles generally accepted in the United State of America.

Grants and Other Intergovernmental Revenues

In applying the measurable and available concept to grants and intergovernmental revenues, legal and contractual requirements of the numerous individual programs are used as guidance. There are, however, essentially two types of these revenues. In one, monies must be expended on the specific purpose or project before any amounts are considered “earned”; therefore, revenues are recognized based on expenditures recorded. In the other, monies are virtually unrestricted as to purpose of expenditure and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the measurable and available criteria are met.

2. Cash and Investments

Reconciliation of Deposit and Investment Balances

The following is a reconciliation of the City’s deposit and investment balances to the financial statements as of June 30, 2017.

	Totals
Deposit accounts and cash on hand	\$ 982,881
Pooled investment	2,284,226
Total Cash and Investments	\$ 3,267,107

Custodial Credit Risk - Custodial credit risk is the risk that in the event of a bank failure, the City’s deposits may not be returned to it. The City does not have a policy for custodial credit risk. At June 30, 2017, \$250,000 of the City’s Wells Fargo bank deposits and \$250,000 of the City’s Alaska USA bank deposits were insured by the Federal Deposit Insurance Corporation. The remaining balance of deposits were uninsured and uncollateralized. The Pooled Investment (AMLIP, see below) is not subject to custodial credit risk.

City of Sand Point, Alaska

Notes to Basic Financial Statements

Investments

Municipal code allows the City to invest in the following items:

- a) Cash reserves of other public entities
- b) Alaska Municipal League Investment Pool

Pooled investments are invested with the Alaska Municipal League Investment Pool, Inc. (AMLIP). The AMLIP is an external investment pool which is rated AAAM for credit risk purposes. Alaska Statute 37.23 establishes regulatory oversight of the pool. The law sets forth numerous requirements regarding authorized investments and reporting. The City's investment in AMLIP of \$2,284,226 is measured at net asset value, as of June 30, 2017. Management believes these values approximate fair value.

The City has investments in certificate of deposits totaling \$405,592 that are not held at fair value, but instead recorded at amortized cost, as of June 30, 2017.

Southwest Governments, LLC

The City holds a 20% interest in Southwest Governments, LLC, a company that owns and rents an office building in Anchorage, Alaska. At June 30, 2017, the City's investment in the LLC was \$271,885. This investment is considered noncurrent, and accordingly, an equal amount of fund balance of the General Fund is shown as nonspendable. In 2017, the City received \$20,007 in cash distributions and its share of earnings of Southwest Governments, LLC was \$14,160, which is included in other revenue.

The City's investment in Southwest Governments, LLC is accounted for under the equity method. Under the equity method, original investments are recorded at cost and adjusted by the City's share of undistributed earnings or losses. The City would recognize an impairment loss when there is a loss in value in the equity method investment which is other than a temporary decline.

3. Receivables and Allowance for Uncollectible Accounts

The City maintains accounts receivable balances of which a portion is reserved as an allowance for doubtful accounts. At June 30, 2017, receivables for the City's individual major funds and nonmajor funds in the aggregate, including applicable allowances for uncollectible accounts, are as follows:

	General	Boat Harbor Enterprise Fund	Water and Sewer Enterprise Fund	Refuse	Nonmajor Funds	Totals
Accounts	\$ 8,867	\$ 107,699	\$ 45,908	\$ 34,020	-	\$ 196,494
Sales and fish taxes	189,229	-	-	-	-	189,229
Grants	-	-	23,516	-	-	23,516
Other	4,896	-	-	-	-	4,896
Total receivables	202,992	107,699	69,424	34,020	-	414,135
Less allowance for uncollectible accounts	-	(56,543)	(18,316)	(7,640)	-	(82,499)
Net Receivables	\$ 202,992	\$ 51,156	\$ 51,108	\$ 26,380	-	\$ 331,636

City of Sand Point, Alaska

Notes to Basic Financial Statements

4. Capital Assets

Capital asset activity for the year ended June 30, 2017 was as follows:

	Balance July 1, 2016	Additions	Deletions	Balance June 30, 2017
Governmental Activities				
<i>Capital assets being depreciated:</i>				
Buildings	\$ 8,590,637	\$ -	\$ -	\$ 8,590,637
Improvements other than buildings	4,531,869			4,531,869
Equipment and vehicles	1,997,618	33,084	132,736	1,897,966
Total assets being depreciated	15,120,124	33,084	132,736	15,020,472
Less accumulated depreciation for:				
Buildings	4,339,832	429,532	-	4,769,364
Improvement other than buildings	431,697	232,663	-	664,360
Equipment and vehicles	1,652,560	98,558	131,411	1,619,707
Total accumulated depreciation	6,424,089	760,753	131,411	7,053,431
Total capital assets being depreciated, net	8,696,035	727,669	1,325	7,967,041
Governmental Activity Capital Assets, net	\$ 8,696,035	\$ 727,669	\$ 1,325	\$ 7,967,041
Business-type Activities				
<i>Capital assets not being depreciated -</i>				
Construction in progress	\$ 51,226	\$ -	\$ -	\$ 51,226
<i>Capital assets being depreciated</i>				
Buildings and improvements	15,387,032	-	-	15,387,032
Equipment and vehicles	1,304,321	5,302	5,000	1,304,623
Landfill	1,996,889	-	-	1,996,889
Total assets being depreciated	18,688,242	5,302	5,000	18,688,544
Less accumulated depreciation for:				
Buildings and improvements	3,238,046	554,661		3,792,707
Equipment and vehicles	1,158,087	48,954	4,999	1,202,042
Landfill	1,248,058	62,403		1,310,461
Total accumulated depreciation	5,644,191	666,018	5,000	6,305,210
Total capital assets being depreciated, net	13,044,051	(660,716)	-	12,383,334
Business-type Activity Capital Assets, net	\$ 13,095,277	\$ (660,716)	\$ -	\$ 12,434,560

City of Sand Point, Alaska
Notes to Basic Financial Statements

Depreciation expense was charged to the functions as follows for the year ended June 30, 2017:

Governmental Activities	
General government	\$ 426,639
Parks and recreation	7,803
Community development	12,229
Public safety	37,584
Public works	276,498
Total Depreciation Expense - Governmental Activities	\$ 760,753
Business type Activities	
Boat harbor	\$ 463,081
Refuse collection	76,128
Water and sewer	126,809
Total Depreciation Expense - Business-type Activities	\$ 666,018

5. Long-term Debt

General Obligation Bonds

The City of Sand Point issued general obligation bonds for the expansion of the Small Boat Harbor. The general obligation bonds pledge the full faith and credit of the City. Bonds in the amount of \$2,615,000 were issued on March 12, 2013.

All of the bonds outstanding are held by the Alaska Municipal Bond Bank Authority. This State of Alaska agency purchases bonds from municipalities within the State, while simultaneously selling its own bonds to third parties in order to fund the bond purchases.

Bonds currently outstanding are as follows:

Business-type Activities	Interest Rates	Outstanding Balance
Small boat harbor - \$2,615,000, 2013 Series One general obligation bonds, due in annual principal payments of \$65,000 to \$175,000 through 2038	3.8%-5%	\$ 2,370,000

City of Sand Point, Alaska

Notes to Basic Financial Statements

Debt service requirements to maturity for the general obligation bonds are as follows:

Business-type Activities

<i>Fiscal Year</i>	Principal	Interest
2018	\$ 70,000	\$ 112,980
2019	70,000	110,180
2020	75,000	106,680
2021	80,000	103,680
2022	80,000	100,480
2023-2025	270,000	280,540
2026-2030	550,000	370,650
2031-2035	680,000	223,890
2036-2038	495,000	50,500
Total	\$ 2,370,000	\$ 1,459,580

Changes in long-term liabilities for the year ended June 30, 2017 follows:

Governmental Activities	Balance July 1, 2016	Additions	Reductions	Balance June 30, 2017	Due Within One Year
Accrued leave	\$ 46,026	\$ 60,293	\$ 48,301	\$ 58,018	\$ 58,018
Net pension liability	1,264,641	402,912	-	1,667,553	-
Total Governmental Activities	\$ 1,310,667	\$ 463,205	\$ 48,301	\$ 1,725,571	\$ 58,018

Business-type Activities	Balance July 1, 2016	Additions	Reductions	Balance June 30, 2017	Due Within One Year
General obligation bonds	\$ 2,435,000	\$ -	\$ 65,000	\$ 2,370,000	\$ 70,000
Bond premium	364,602	-	16,572	348,030	16,572
Landfill closure liability	131,854	4,397	-	136,251	-
Accrued leave	31,466	24,302	23,761	32,007	32,007
Net pension liability	752,047	90,194	-	842,241	-
Total Business-type Activities	\$ 3,714,969	\$ 118,893	\$ 105,333	\$ 3,728,529	\$ 118,579

City of Sand Point, Alaska

Notes to Basic Financial Statements

6. Fund Balances

Fund balances, reported for the individual major fund, and nonmajor funds in the aggregate on the governmental funds balance sheet are subject to the following constraints at June 30, 2017:

	General Fund	Nonmajor Funds	Totals
Nonspendable:			
Investment in Southwest Governments, LLC	\$ 271,885	\$ -	\$ 271,885
Advance to other funds	939,827	-	939,827
Total nonspendable	1,211,712	-	1,211,712
Assigned:			
Next year's budget	71,400	-	71,400
Silver Salmon Derby Clinic	-	16,212	16,212
Clinic	-	199,077	199,077
Total assigned	71,400	215,289	286,689
Unassigned	2,439,130	-	2,439,130
Total Fund Balances	\$ 3,722,242	\$ 215,289	\$ 3,937,531

7. Interfund Balances

A schedule of interfund balances and transfers for the year ended June 30, 2017, follows:

Due from Other Funds

Due from the Boat Harbor Enterprise Fund to the General Fund for operating expenses and capital costs	\$ 255,713
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Advance to Other Funds

Advances from the General Fund to:	
Water and Sewer Enterprise Fund for capital and operating costs	\$ 763,266
Bingo Enterprise Fund for operations	176,561

Total Advances to Other Funds	\$ 939,827
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Transfers

Transfer from the General Fund to - Water and Sewer Enterprise Fund for operating expenses	\$ 52,500
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Total Transfers to Other Funds	\$ 52,500
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City of Sand Point, Alaska

Notes to Basic Financial Statements

8. Defined Benefit (DB) Pension Plan

General Information About the Plan

The City participates in the Alaska Public Employees Retirement System (PERS). PERS is a cost-sharing multiple employer plan which covers eligible State and local government employees, other than teachers. The Plan was established and is administered by the State of Alaska Department of Administration. Benefit and contribution provisions are established by State law and may be amended only by the State Legislature.

The Plan is included in a comprehensive annual financial report that includes financial statements and other required supplemental information. That report is available via the internet at <http://doa.alaska.gov/dr/pers>. Actuarial valuation reports, audited financial statements, and other detailed plan information are also available on this website.

The Plan provides for retirement, death and disability, and post-employment health care benefits. There are three tiers of employees, based on entry date. For all tiers within the Defined Benefit (DB) plan, full retirement benefits are generally calculated using a formula comprised of a multiplier times the average monthly salary (AMS) times the number of years of service. The multiplier is increased at longevity milestone markers for most employees. Police/Fire employees accrue benefits at an accelerated rate. The tiers within the Plan establish differing criteria regarding normal retirement age, early retirement age, and the criteria for calculation of AMS, COLA adjustments, and other OPEB benefits. A complete benefit comparison chart is available at the website noted above.

The PERS DB Plan was closed to new entrants effective June 30, 2006. New employees hired after that date participate in the PERS Defined Contribution (DC) Plan described later in these notes.

Historical Context and Special Funding Situation

In April 2008, the Alaska Legislature passed legislation converting the previously existing PERS plan from an agent-multiple employer plan to a cost-sharing plan with an effective date of July 1, 2008. In connection with this conversion, the State of Alaska passed additional legislation which statutorily capped the employer contribution rate, established a state funded "on-behalf" contribution (subject to funding availability), and required that employer contributions be calculated against *all* PERS eligible wages, including wages paid to participants of the PERS Tier IV defined contribution plan described later in these notes.

Alaska Statute 39.35.255 requires the State of Alaska to contribute to the Plan an amount such that, when combined with the employer contribution, is sufficient to pay the Plan's past service liability contribution rate as adopted by the Alaska Retirement Management Board. As such, the Plan is considered to be in a special funding situation as defined by GASB, and management has recorded all pension related liabilities, deferred inflows and outflows of resources, and disclosures on this basis.

The City records the on-behalf contributions as revenue and expense/expenditures in the fund financial statements.

It is important to note that the legislature has the power and the authority to change the aforementioned statute through the legislative process.

City of Sand Point, Alaska

Notes to Basic Financial Statements

Employee Contribution Rates

Regular employees are required to contribute 6.75% of their annual covered salary (Police and firefighters are required to contribute 7.5% of their annual covered salary).

Employer and Other Contribution Rates

There are several contribution rates associated with the pension and healthcare contributions and related liabilities. These amounts are calculated on an annual basis.

Employer Effective Rate: This is the contractual employer pay-in rate. Under current legislation, this rate is statutorily capped at 22% of eligible wages, subject to a wage floor, and other termination events. This 22% rate is calculated on all PERS participating wages, including those wages attributable to employees in the defined contribution plan. Contributions derived from the defined contribution employees are referred to as the Defined Benefit Unfunded Liability or DBUL contribution.

ARM Board Adopted Rate: This is the rate formally adopted by the Alaska Retirement Management Board. This rate is actuarially determined and used to calculate annual Plan funding requirements, without regard to the statutory rate cap or the GASB accounting rate. Effective July 1, 2016, the Legislature requires the ARM Board to adopt employer contribution rates for past service liabilities using a level percent of pay method over a closed 25 year term which ends in 2039. This change results in lower ARM Board Rates than previously adopted.

On-behalf Contribution Rate: This is the rate paid in by the State as an on-behalf payment under the current statute. The statute requires the State to contribute, based on funding availability, an on-behalf amount equal to the difference between the ARM Board Rate and the Employer Effective Rate. In the governmental fund financial statements, on-behalf contribution amounts have been recognized as additional revenues and expenditures. In the enterprise fund and government-wide financial statements, the on-behalf amounts reflect revenue and expense only during the measurement period in which the Plan recognizes the payments, resulting in a significant timing difference between the cash transfers and revenue and expense recognition.

GASB Rate: This is the rate used to determine the long-term pension and healthcare liability for plan accounting purposes in accordance with generally accepted accounting principles as established by GASB. Certain actuarial methods and assumptions for this rate calculation are mandated by GASB. Additionally, the GASB Rate disregards all future Medicare Part D payments. For FY17, the rate uses an 8.00% pension discount rate and a 4.30% healthcare discount rate.

City of Sand Point, Alaska

Notes to Basic Financial Statements

The GASB Rate and the ARM Board Adopted Rate differ significantly as a direct result of variances in the actuarial methods and assumptions used.

Contribution rates for the year ended June 30, 2017 were determined in the June 30, 2014 actuarial valuation and are as follows:

	Employer Effective Rate	ARM Board Adopted Rate	State Contribution Rate	GASB Rate
Pension	14.96%	20.34%	4.14%	24.49%
Postemployment healthcare (see Note 10)	7.04%	5.80%	0.00%	56.64%
Total Contribution Rates	22.00%	26.14%	4.14%	81.13%

In 2017, the City was credited with the following contributions to the pension plan.

	Measurement Period City FY16	City FY17
Employer contributions (including DBUL)	\$ 101,325	\$ 114,845
Nonemployer contributions (on-behalf)	46,690	51,025
Total Contributions	\$ 148,015	\$ 165,870

In addition, employee contributions to the Plan totaled \$25,939 during the City's fiscal year.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.

At June 30, 2017, the City reported a liability for its proportionate share of the net pension liability (NPL) that reflected a reduction for State pension support provided to the City. The amount recognized by the City for its proportional share, the related State proportion, and the total were as follows:

	2017
City proportionate share of NPL	\$ 2,509,794
State's proportionate share of NPL associated with the City	268,000
Total Net Pension Liability	\$ 2,777,794

City of Sand Point, Alaska

Notes to Basic Financial Statements

The net pension liability was measured as of June 30, 2016, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating entities, including the State, actuarially determined. At June 30, 2017, the City's proportion was 0.4490 percent, which was an increase of 0.00332 percent from its proportion measured as of prior measurement date.

For the year ended June 30, 2017, the City recognized pension expense of \$575,784 and on-behalf revenue of \$42,850 for support provided by the State. At June 30, 2017, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 231	\$ (27,976)
Changes in assumptions	11,576	-
Net difference between projected and actual earnings on pension plan investments	246,701	-
Changes in proportion and differences between City contributions and proportionate share of contributions	75,540	-
City contributions subsequent to the measurement date	114,845	-
Total Deferred Outflows and Deferred Inflows of Resources	\$ 448,893	\$ (27,976)

The \$97,032 reported as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability in the year ended June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year End June 30,

2018	\$	97,032
2019		43,064
2020		100,852
2021		65,124

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City of Sand Point, Alaska

Notes to Basic Financial Statements

Actuarial Assumptions

The total pension liability for the measurement period ended June 30, 2016 (City fiscal year 2017) was determined by an actuarial valuation as of June 30, 2014, using the following actuarial assumptions applied to all periods included in the measurement, and rolled forward to the measurement date of June 30, 2016. The actuarial assumptions used in the June 30, 2014 actuarial valuation (latest available) were based on the results of an actuarial experience study for the period from July 1, 2009 to June 30, 2013, resulting in changes in actuarial assumptions adopted by the Alaska Retirement Management Board to better reflect expected future experience.

Actuarial Cost Method	Entry Age Normal - Level Percentage of Payroll
Asset Valuation Method	Invested assets are reported at fair value.
Allocation Methodology	Amounts for FY16 were allocated to employers based on the projected present value of contributions for FY2017-FY2039. The liability is expected to go to zero at 2039.
Investment Return / Discount Rate	8.00% per year (geometric), compounded annually, net of expenses
Salary Scale	Inflation - 3.12% per year Productivity - 0.50% per year Peace Officer/Firefighter - graded by years of service from 9.66% to 4.92% Central All others - graded by age and years of service from 8.55% to 4.34%
Total Inflation	Measured by the consumer price index for urban and clerical workers for Anchorage and is assumed to increase 3.12% annually.
Mortality	Pre-termination - Based on the 2010-2013 actual mortality experience Post-termination - 96% of all rates of the RP-2000 table, 2000 base year projected to 2018 with projection scale BB

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City of Sand Point, Alaska

Notes to Basic Financial Statements

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The best estimates of arithmetic real rates of return for each major asset class are summarized in the following table (note that the rates shown below exclude the inflation component):

<i>Asset Class</i>	Long-term Expected Real Rate of Return
Domestic equity	5.35%
Global equity (non-us)	5.55%
Private equity	6.25%
Fixed income	0.80%
Real estate	3.65%
Alternative equity	4.70%

Discount Rate

The discount rate used to measure the total pension liability was 8.00%. The projection of cash flows used to determine the discount rate assumed that employer and State contributions will continue to follow the current funding policy which meets State statutes. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 8.00 percent, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (7.00 percent) or 1-percentage-point higher (9.00 percent) than the current rate:

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
City's proportionate share of the net pension liability	\$ 3,232,487	\$ 2,509,794	\$ 1,900,235

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERS financial report.

City of Sand Point, Alaska

Notes to Basic Financial Statements

9. Defined Contribution (DC) Pension Plan

Employees hired after July 1, 2006 participate in PERS Tier IV, a defined contribution plan. This Plan is administered by the State of Alaska, Department of Administration in conjunction with the defined benefit plan noted above. Benefit and contribution provisions are established by State law and may be amended only by the State Legislature. The Alaska Retirement Management Board may also amend contribution requirements. Included in the Plan are individual pension accounts, retiree medical insurance plan and a separate Health Reimbursement Arrangement account that will help retired members pay medical premiums and other eligible medical expenses not covered by the medical plan. This Plan is included in the comprehensive annual financial report for PERS, and at the following website, as noted above. <http://doa.alaska.gov/dr/pers>.

Contributions to the DC plan consist solely of employer and employee contributions with no special funding or other nonemployer contributions. In addition, actual remittances to the PERS system require that the City contribute at 22%. After deducting the DC plan contributions (and related OPEB contributions), the remaining remittance (the DBUL) is deposited into the DB plan as noted earlier.

Benefit Terms

Employees are immediately vested in their own contributions and vest 25% with two years of service, plus an additional 25% per year thereafter for full vesting at five years of service.

Employee Contribution Rate

Employees are required to contribute 8% of their annual covered salary. This amount goes directly to the individual's account.

Employer Contribution Rate

For the year ended June 30, 2017, the City was required to contribute 5% of covered salary into the Plan. In addition, during 2017, the State on-behalf contribution rate for OPEB was 1.56%.

The City and employee contributions to PERS for pensions for the year ended June 30, 2017 were \$37,262 and \$59,619, respectively. The City contribution amount was recognized as pension expense/expenditures.

10. Other Post-Employment Benefit (OPEB) Plans

Defined Benefit OPEB

As part of its participation in the PERS DB Plan (Tiers I, II, III), the City participates in the Alaska Retiree Healthcare Trust (ARHCT). The ARHCT is self-funded and provides major medical coverage to retirees of the System. Benefits vary by Tier level. The Plan is administered by the State of Alaska, Department of Administration. Employer contribution rates are established in concert with the Defined Benefit Pension Plan described earlier in these notes.

City of Sand Point, Alaska

Notes to Basic Financial Statements

Employer Contribution Rate

The City is required to contribute 8.75% of covered payroll into the OPEB plan. Employees do not contribute to the DB OPEB plans.

Annual Postemployment Healthcare Cost

Actual contributions into the Plan for the last three years were as follows. The amounts reported here include only the employer required contributions and do not include any amounts attributed to the on-behalf contributions by the State. There were no on-behalf contributions to the OPEB Plan in 2017; however, on-behalf contributions to the OPEB plan in 2016 and 2015 were \$19,993 and \$0, respectively.

Actual contributions into the Plan for the last three years were as follows.

<i>Year Ended June 30,</i>	Annual OPEB Costs	City Contributions	% of Costs Contributed
2017	\$ 34,046	\$ 34,046	100 %
2016	\$ 66,843	\$ 66,843	100 %
2015	\$ 72,473	\$ 72,473	100 %

Defined Contribution OPEB

Defined Contribution Pension Plan participants (PERS Tier IV) participate in the Occupational Death and Disability Plan (ODD), and the Retiree Medical Plan. Information on these plans is included in the comprehensive annual financial report for the PERS Plan noted above. These plans provide for death, disability, and post-employment health care benefits.

Employer Contribution Rates

Employees do not contribute to the DC OPEB plans. Employer contribution rates were as follows for the year ended June 30, 2017:

	Other Tier IV	Police/Fire Tier IV
Retiree medical plan	1.18%	1.18%
Occupational death and disability benefits	0.17%	0.49%
Total Contribution Rates	1.35%	1.67%

In addition, PERS defined contribution members also participate in the Health Reimbursement Arrangement. AS 39.30.370 establishes this contribution amount as “three percent of the average annual employee compensation of *all employees of all employers* in the plan”. As of July 1, 2016, for actual remittance, this amount is calculated as a flat rate for each full-time or part-time employee per pay period and approximates \$2,049 per year for each full-time employee, and \$1.31 per hour for part-time employees.

City of Sand Point, Alaska

Notes to Basic Financial Statements

Annual Postemployment Healthcare Cost

In FY17, the City contributed \$41,651 in DC OPEB costs. These amounts have been recognized as expense/expenditures.

11. Landfill Closure and Postclosure Liability

The City operates a local landfill. State and federal laws and regulations require the City to place a final cover on its landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site for 30 years after closure. Although closure and postclosure care costs will be paid only near or after the date the landfill stops accepting waste, generally accepted accounting principles require that the City report a portion of these closure and postclosure care costs each period based on landfill capacity used as of each balance sheet date.

The City has estimated the closure and post closure costs to be \$219,800 with an estimated remaining life through 2036. At June 30, 2017, the City has recognized \$136,251 of this liability on the statement of net position, an increase of \$4,397 from the prior year. The City will recognize the remaining estimated cost of closure and post closure care of \$83,549 as the remaining expected usage is filled. These amounts are based on what it would cost to perform all closure and post closure care in 2017. Actual costs may be higher due to inflation, changes in technology or changes in regulations. The remaining life of the landfill is estimated to be approximately 19 years.

At June 30, 2017 the City has not committed or assigned any fund balance to fund the cost of closure and post closure monitoring, nor have any assets been restricted for this purpose.

12. Risk Management

The City faces a considerable number of risks of loss, including (a) damage to and loss of property and contents, (b) employee torts, (c) professional liability; i.e., errors and omissions, (d) environmental damage, (e) workers' compensation; i.e., employee injuries, and (f) medical insurance costs of employees.

The City is a member of Alaska Public Entity Insurance (APEI), a governmental insurance pool. APEI provides the City coverage for property, including building and contents, automobiles, mobile equipment, data processing equipment and boiler and machinery; casualty, including general liability, public officials and employees liability, law enforcement professional liability, auto liability and employee benefit liability; workers' compensation, including employers liability; and commercial blanket bond. The City maintains supplemental marine insurance and firefighter's group accident coverage with insurance companies placed through APEI. The City has no coverage for potential losses from environmental damages.

APEI is a public entity risk pool organized to share risks among its members. Its bylaws provide for the assessment of supplemental contributions from members in the event that losses and expenses for any coverage year exceed the annual contributions and income earned on such contributions for the year. Such supplemental contributions shall be based upon each member's deposit contribution in comparison to the aggregate deposit contributions of all members. There were no supplemental assessments made during the year ended June 30, 2017.

City of Sand Point, Alaska

Notes to Basic Financial Statements

13. Contingencies

Grants

The City has received grants which are subject to review and audit by the grantor agencies. Such audits could lead to requests for reimbursement for expenditures disallowed under the terms of the grant. Management believes that such disallowances for grants, if any, would not be material.

14. New Accounting Pronouncements

The Governmental Accounting Standards Board has passed several new accounting standards with upcoming implementation dates. Management has not fully evaluated the potential effects of these statements, but believes that GASB Statement 75 will result in the biggest reporting change. However, actual impacts have not yet been determined

GASB 75 - Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions - Effective for year-end June 30, 2018, with earlier application encouraged - This statement contains accounting and financial reporting guidelines for OPEB related activities at the participating employer level and generally brings the OPEB reporting rules into alignment with the new GASB 68 Pension rules.

GASB 81 - Irrevocable Split-Interest Agreements - Effective for year-end June 30, 2018, with earlier application encouraged - This statement establishes recording and recognition criteria for governments who receive resources pursuant to an irrevocable split-interest agreement.

GASB 83 - Certain Asset Retirement Obligations - Effective for year-end June 30, 2019, with earlier application encouraged - This statement addresses accounting and financial reporting for certain asset retirement obligations that are legally enforceable liabilities associated with the retirement of a tangible capital asset.

GASB 84 - Fiduciary Activities - Effective for year-end June 30, 2020, with earlier application encouraged - This statement addresses criteria for identifying and reporting fiduciary activities.

GASB 85 - Omnibus - Effective for year-end June 30, 2018, with earlier application encouraged - This statement addresses practice issues that have been identified during implementation and application of certain GASB statements. Issues covered include blending of component units, goodwill, fair value measurement and application, and postemployment benefits.

GASB 86 - Certain Debt Extinguishment Issues - Effective for year-end June 30, 2018, with earlier application encouraged - This statement addresses accounting and financial reporting for in-substance defeasance of debt when only existing resources are used, as well as accounting and financial reporting for prepaid insurance on extinguished debt.

GASB 87 - Leases - Effective for year-end June 30, 2021, with earlier application encouraged - This statement addresses accounting and financial reporting for certain lease assets and liabilities for leases that previously were classified as operating leases. This statement establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset.

Required Supplementary Information

City of Sand Point, Alaska
General Fund
Schedule of Revenues, Expenditures and
Changes in Fund Balance - Budget and Actual

<i>Year Ended June 30, 2017</i>	Original Budget	Final Budget	Actual GAAP Basis	Budget to GAAP Difference	Actual Budgetary Basis	Variance with Final Budget
Revenues						
Taxes	\$ 1,496,500	\$ 1,496,500	\$ 1,324,270	\$ -	\$ 1,324,270	\$ (172,230)
State of Alaska	427,760	427,760	402,703	(33,882)	368,821	(58,939)
Federal government	-	-	28,218	-	28,218	28,218
Other revenues	422,500	422,500	413,404	-	413,404	(9,096)
Total Revenues	2,346,760	2,346,760	2,168,595	(33,882)	2,134,713	(212,047)
Expenditures - Current						
General government	1,051,160	1,051,160	866,556	-	866,556	184,604
Parks and recreation	25,500	25,500	20,987	-	20,987	4,513
Public safety	520,000	520,000	544,408	-	544,408	(24,408)
Public works	940,950	940,950	672,948	-	672,948	268,002
Total Expenditures	2,537,610	2,537,610	2,104,899	-	2,104,899	432,711
Excess of revenues over (under) expenditures	(190,850)	(190,850)	63,696	(33,882)	29,814	220,664
Other Financing (Uses) Sources:						
Transfers in	-	-	-	-	-	-
Transfers out	-	(52,500)	(52,500)	-	(52,500)	-
Net Other Financing (Uses) Sources	-	(52,500)	(52,500)	-	(52,500)	-
	<u>\$ (190,850)</u>	<u>\$ (243,350)</u>	11,196	<u>\$ (33,882)</u>	<u>\$ (22,686)</u>	<u>\$ 220,664</u>
Fund Balance, beginning			<u>3,711,046</u>			
Fund Balance, ending			<u>\$ 3,722,242</u>			

See accompanying notes to Required Supplementary Information.

City of Sand Point, Alaska
Public Employees Retirement System (PERS)
Schedule of the City's Information on the Net Pension Liability

<i>Years Ended June 30,</i>	City's Proportion of the net Pension Liability	City's Proportionate Share of the Net Pension Liability	State of Alaska Proportionate Share of the Net Pension Liability	Total Net Pension Liability	City's Covered Payroll	City's Proportionate Share of the Net Pension Liability as a Percentage of Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2016	0.04158%	\$ 2,016,688	\$ 538,967	\$ 2,555,655	\$ 1,112,644	181%	63.98%
2017	0.04490%	\$ 2,509,794	\$ 268,000	\$ 2,777,794	\$ 1,238,644	203%	59.55%

See accompanying notes to Required Supplementary Information.

City of Sand Point, Alaska
Public Employees Retirement System (PERS)
Schedule of the City's Contributions

<i>Years Ended June 30,</i>	Contractually Required Contribution	Contributions Relative to the Contractually Required Contribution	Contribution Deficiency (Excess)	City's Covered Payroll	Contributions as a Percentage of Covered Payroll
2016	\$ 101,325	\$ 101,325	\$ -	\$ 1,238,890	8.18%
2017	\$ 114,845	\$ 114,845	\$ -	\$ 1,166,419	9.85%

See accompanying notes to Required Supplementary Information.

City of Sand Point, Alaska

Notes to Required Supplementary Information

1. General Fund Schedule of Revenues, Expenditures, and Changes in Fund balance

The General Fund Budgetary Comparison Schedule is presented on the modified accrual basis of accounting. The City did not budget for the PERS on-behalf contribution; however accounting principles generally accepted in the United States, require that on-behalf revenue and expenditures be reported in the financial statements, resulting in a budgetary to GAAP basis difference. The PERS on-behalf represents the only reconciling item from budgetary to GAAP basis.

2. Public Employees Retirement System - Schedule of the City's Information on the Net Pension Liability

This table is presented based on the Plan measurement date. For June 30, 2017, the Plan measurement date is June 30, 2016.

There were no changes in benefit terms from the prior measurement period.

There were no changes in assumptions from the prior measurement period.

There was a significant change in the allocation methodology. For the measurement period ended June 30, 2014, the liability was allocated to participating employers based on actual contributions for 2014. For the measurement period ended June 30, 2016, the liability is allocated based on projected contributions for fiscal years 2017-2039, as calculated in the June 30, 2014 actuarial valuation.

3. Public Employees Retirement System - Schedule of the City's Contributions

This table is based on the City's contributions for each fiscal year presented. These contributions have been reported as a deferred outflow on the Statement of Net Position.

This table is intended to present 10 years of information. Additional years' information will be included as it becomes available.

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Supplementary Information

City of Sand Point, Alaska

General Fund
Balance Sheet

<i>June 30,</i>	2017	2016
Assets		
Cash and investments	\$ 2,197,871	\$ 2,137,341
Receivables:		
Sales tax	79,274	85,343
Fish tax	109,955	78,884
Other	13,763	59,794
Investment in Southwest Governments, LLC	271,885	277,725
Due from other funds	255,713	247,227
Advance to other funds	939,827	939,827
Total Assets	\$ 3,868,288	\$ 3,826,141
Liabilities and Fund Balance		
Liabilities		
Accounts payable	\$ 31,018	\$ 21,749
Unearned revenue	4,538	-
Accrued liabilities	110,490	93,346
Total Liabilities	146,046	115,095
Fund Balance		
Nonspendable:		
Investment in Southwest Governments, LLC	271,885	277,725
Advance to other funds	939,827	939,827
Assigned - next year's budget	71,400	190,000
Unassigned	2,439,130	2,303,494
Total Fund Balance	3,722,242	3,711,046
Total Liabilities and Fund Balance	\$ 3,868,288	\$ 3,826,141

City of Sand Point, Alaska
General Fund
Schedule of Revenues, Expenditures and Changes
in Fund Balance - Budget and Actual

<i>Years Ended June 30,</i>	2017					2016
	Final Budget	Actual GAAP Basis	Budget to GAAP Difference	Actual Budgetary Basis	Variance with Budget	Actual GAAP Basis
Revenues						
Taxes:						
Sales taxes	\$ 860,000	\$ 725,362	\$ -	\$ 725,362	\$ (134,638)	\$ 822,316
Local raw fish taxes	620,000	590,065	-	590,065	(29,935)	605,736
Accommodation taxes	16,500	8,843	-	8,843	(7,657)	14,020
Total taxes	1,496,500	1,324,270	-	1,324,270	(172,230)	1,442,072
State of Alaska:						
Shared fisheries and raw fish tax	35,000	35,222	-	35,222	222	34,947
Fish resource landing tax	250,000	239,248	-	239,248	(10,752)	270,014
Library grants	4,200	-	-	-	(4,200)	-
State revenue sharing	87,060	89,751	-	89,751	2,691	134,653
State PERS relief	40,000	33,882	(33,882)	-	(40,000)	42,213
Other state grants	7,500	-	-	-	(7,500)	-
State liquor licenses	4,000	4,600	-	4,600	600	-
Total State of Alaska	427,760	402,703	(33,882)	368,821	(58,939)	481,827
Federal Government	-	28,218	-	28,218	28,218	51,590
Other revenues:						
Payment in lieu of taxes - local sources	150,000	150,000	-	150,000	-	150,000
Building rental	139,500	163,907	-	163,907	24,407	148,887
Gravel sales	10,000	-	-	-	(10,000)	-
Equipment rental	15,000	30,884	-	30,884	15,884	31,130
Business licenses	3,500	1,850	-	1,850	(1,650)	4,225
EMS fund	500	-	-	-	(500)	2,857
Anchorage office	20,000	14,160	-	14,160	(5,840)	22,689
Local donation	-	5,768	-	5,768	5,768	4,540
Other	84,000	46,835	-	46,835	(37,165)	97,890
Total other revenues	422,500	413,404	-	413,404	(9,096)	462,218
Total Revenues	2,346,760	2,168,595	(33,882)	2,134,713	(212,047)	2,437,707

City of Sand Point, Alaska
General Fund
Schedule of Revenues, Expenditures and Changes
in Fund Balance - Budget and Actual, continued

<i>Years Ended June 30,</i>	2017					2016
Final Budget	Actual GAAP Basis	Budget to GAAP Difference	Actual Budgetary Basis	Variance with Budget	Actual GAAP Basis	
Expenditures						
General government:						
Legislative:						
Salaries	\$ 42,000	\$ 37,510	\$ -	\$ 37,510	\$ 4,490	\$ 36,373
Fringe benefits	73,800	87,860	-	87,860	(14,060)	86,466
Travel and per diem	12,000	13,772	-	13,772	(1,772)	15,109
Dues and fees	4,000	3,249	-	3,249	751	5,837
Total legislative	131,800	142,391	-	142,391	(10,591)	143,785
Administration:						
Salaries	327,680	333,672	-	333,672	(5,992)	291,085
Contractual services	38,000	-	-	-	38,000	29,822
Fringe benefits	53,600	78,441	-	78,441	(24,841)	113,456
Travel and per diem	20,000	17,903	-	17,903	2,097	18,966
Telephone	14,000	19,075	-	19,075	(5,075)	13,689
Postage	5,000	4,657	-	4,657	343	4,682
Supplies	10,000	9,222	-	9,222	778	11,398
Equipment	5,000	6,018	-	6,018	(1,018)	20,032
Equipment maintenance	4,000	6,366	-	6,366	(2,366)	10,358
Dues and fees	10,000	11,858	-	11,858	(1,858)	12,409
Anchorage office	10,000	8,667	-	8,667	1,333	9,331
Audit	32,000	73,943	-	73,943	(41,943)	30,845
Legal	16,000	3,790	-	3,790	12,210	6,737
Insurance	130,000	112,691	-	112,691	17,309	127,499
Bank service charges	10,000	12,047	-	12,047	(2,047)	12,925
Fuel	4,000	2,081	-	2,081	1,919	4,181
Freight/speed paks	3,000	2,437	-	2,437	563	1,474
Elections	800	770	-	770	30	664
Donations	15,000	6,609	-	6,609	8,391	12,150
Hospitality	5,000	3,213	-	3,213	1,787	4,959
Library	2,500	1,243	-	1,243	1,257	1,985
Event costs	20,000	5,941	-	5,941	14,059	19,114
Airport leases	3,200	-	-	-	3,200	-
Bond payment	180,580	-	-	-	180,580	-
Other	-	3,521	-	3,521	(3,521)	6,922
Total administration	919,360	724,165	-	724,165	195,195	764,683
Total General Government	1,051,160	866,556	-	866,556	184,604	908,468

City of Sand Point, Alaska
General Fund
Schedule of Revenues, Expenditures and Changes
in Fund Balance - Budget and Actual, continued

<i>Years Ended June 30,</i>	2017					2016
	Final Budget	Actual GAAP Basis	Budget to GAAP Difference	Actual Budgetary Basis	Variance with Budget	Actual GAAP Basis
Expenditures, continued						
Parks and recreation:						
Salaries	\$ 23,000	\$ 19,316	\$ -	\$ 19,316	\$ 3,684	\$ 21,306
Fringe benefits	2,500	1,671	-	1,671	829	1,904
Supplies	-	-	-	-	-	275
Total parks and recreation	25,500	20,987	-	20,987	4,513	23,485
Public safety:						
Police:						
Salaries	285,000	221,090	-	221,090	63,910	284,771
911 dispatchers	25,000	25,990	-	25,990	(990)	24,947
Contractual services	-	60,336	-	60,336	(60,336)	-
Fringe benefits	95,000	104,080	-	104,080	(9,080)	106,063
Travel and per diem	8,000	13,801	-	13,801	(5,801)	8,451
Telephone	9,000	11,937	-	11,937	(2,937)	9,463
Supplies	5,000	3,769	-	3,769	1,231	6,711
Equipment	20,000	9,022	-	9,022	10,978	6,876
Equipment maintenance	8,500	18,690	-	18,690	(10,190)	7,686
Dues and fees	2,500	1,472	-	1,472	1,028	6,962
Fuel	16,000	8,803	-	8,803	7,197	9,613
Freight/speed paks	500	3,061	-	3,061	(2,561)	1,576
Relocation costs	4,000	9,432	-	9,432	(5,432)	3,114
Total police	478,500	491,483	-	491,483	(12,983)	476,233
Emergency services:						
Volunteer stipend	7,500	9,250	-	9,250	(1,750)	6,150
Contractual	5,000	6,300	-	6,300	(1,300)	6,000
Travel and per diem	500	850	-	850	(350)	-
Telephone	3,500	3,702	-	3,702	(202)	3,599
Supplies	2,000	821	-	821	1,179	739
Equipment	2,500	-	-	-	2,500	735
Equipment maintenance	2,500	-	-	-	2,500	1,039
Equipment fuel	1,000	243	-	243	757	75
Dues and fees	500	100	-	100	400	22
Utilities	500	-	-	-	500	-
Freight	500	68	-	68	432	547
Total emergency services	26,000	21,334	-	21,334	4,666	18,906

City of Sand Point, Alaska
General Fund
Schedule of Revenues, Expenditures and Changes
in Fund Balance - Budget and Actual, continued

<i>Years Ended June 30,</i>	2017					2016
Final Budget	Actual GAAP Basis	Budget to GAAP Difference	Actual Budgetary Basis	Variance with Budget	Actual GAAP Basis	
Expenditures, continued						
Public safety, continued:						
Fire:						
Fringe benefits	\$ 2,000	\$ -	\$ -	\$ 2,000		\$ -
Telephone	1,000	729	-	729	271	712
Fireboat	1,500	-	-	-	1,500	1,173
Supplies	1,000	98	-	98	902	-
Equipment	2,500	-	-	-	2,500	-
Equipment maintenance	3,500	28,550	-	28,550	(25,050)	417
Equipment fuel	1,000	66	-	66	934	120
Dues and fees	500	-	-	-	500	-
Utilities	2,000	1,093	-	1,093	907	1,668
Freight	500	1,055	-	1,055	(555)	-
Total fire	15,500	31,591	-	31,591	(16,091)	4,090
Total public safety	520,000	544,408	-	544,408	(24,408)	499,229
Public works:						
General:						
Salaries	316,000	279,818	-	279,818	36,182	254,292
Contractual	5,000	-	-	-	5,000	5,828
Fringe benefits	70,600	63,035	-	63,035	7,565	82,977
Travel and per diem	3,000	909	-	909	2,091	1,031
Telephone	3,000	5,285	-	5,285	(2,285)	3,751
Supplies	20,000	13,258	-	13,258	6,742	12,374
Equipment	60,000	1,314	-	1,314	58,686	507
Equipment maintenance	55,000	16,827	-	16,827	38,173	30,642
Equipment fuel	20,000	7,292	-	7,292	12,708	9,583
Dues and fees	500	110	-	110	390	61
Street lights	20,000	2,619	-	2,619	17,381	16,306
Utilities	1,500	14,405	-	14,405	(12,905)	-
Fuel	20,000	11,512	-	11,512	8,488	44,150
Repairs	7,500	2,766	-	2,766	4,734	516
Freight/speed paks	12,500	7,985	-	7,985	4,515	7,587
Total general	614,600	427,135	-	427,135	187,465	469,605

City of Sand Point, Alaska
General Fund
Schedule of Revenues, Expenditures and Changes
in Fund Balance - Budget and Actual, continued

<i>Years Ended June 30,</i>	2017					2016
	Final Budget	Actual GAAP Basis	Budget to GAAP Difference	Actual Budgetary Basis	Variance with Budget	Actual GAAP Basis
Expenditures, continued						
Public works, continued:						
Facilities:						
Salaries	\$ 84,000	\$ 94,922	\$ -	\$ 94,922	\$ (10,922)	\$ 87,524
Fringe benefits	33,600	52,947	-	52,947	(19,347)	58,169
Municipal building:						
Supplies	15,000	9,630	-	9,630	5,370	12,822
Equipment	2,500	312	-	312	2,188	1,361
Equipment maintenance	1,500	641	-	641	859	414
Dues and fees	500	-	-	-	500	-
Utilities	10,000	11,108	-	11,108	(1,108)	7,995
Fuel	50,000	27,547	-	27,547	22,453	31,677
Repairs	55,000	3,848	-	3,848	51,152	21,393
Freight/speed paks	10,000	2,165	-	2,165	7,835	5,190
City houses:						
Supplies	1,500	25	-	25	1,475	-
Equipment	500	723	-	723	(223)	1,534
Fuel	15,000	17,918	-	17,918	(2,918)	7,819
Repairs	8,000	910	-	910	7,090	741
Freight/speed paks	2,500	88	-	88	2,412	1,207
Utilities	5,000	1,906	-	1,906	3,094	2,155
RATNET building - utilities	750	357	-	357	393	535
Clinic facility:						
Supplies	500	-	-	-	500	-
Repairs	2,000	1,814	-	1,814	186	1,774
Freight	500	-	-	-	500	-
4-plex:						
Supplies	1,000	786	-	786	214	-
Equipment	1,500	831	-	831	669	1,799
Utilities	3,000	1,721	-	1,721	1,279	1,638
Fuel	12,000	9,035	-	9,035	2,965	8,753
Repairs	1,000	1,458	-	1,458	(458)	1,649
Teen center:						
Utilities	4,000	2,602	-	2,602	1,398	2,659
Fuel	4,000	2,244	-	2,244	1,756	2,729
Repairs	1,500	275	-	275	1,225	300
<hr/>						
Total facilities	326,350	245,813	-	245,813	80,537	261,837
<hr/>						
Total public works	940,950	672,948	-	672,948	268,002	731,442

City of Sand Point, Alaska
General Fund
Schedule of Revenues, Expenditures and Changes
in Fund Balance - Budget and Actual, continued

<i>Years Ended June 30,</i>	2017					2016
Final Budget	Actual GAAP Basis	Budget to GAAP Difference	Actual Budgetary Basis	Variance with Budget	Actual GAAP Basis	
Expenditures, continued						
Total Expenditures	\$ 2,537,610	\$ 2,104,899	\$ -	\$ 2,104,899	\$ 432,711	\$ 2,162,624
Excess of revenues over (under) expenditures	(190,850)	63,696	(33,882)	29,814	(220,664)	275,083
Other Financing Sources (Uses)						
Transfers out	(52,500)	(52,500)	-	(52,500)	-	(132,494)
Transfers in	-	-	-	-	-	384,081
Net Other Financing Sources (Uses)	(52,500)	(52,500)	-	(52,500)	-	251,587
Net change in fund balance	<u>\$ (243,350)</u>	11,196	<u>\$ (33,882)</u>	<u>\$ (22,686)</u>	<u>\$ (220,664)</u>	526,670
Beginning, fund balance		<u>3,711,046</u>				<u>3,184,376</u>
Ending, fund balance		<u>\$ 3,722,242</u>				<u>\$ 3,711,046</u>

City of Sand Point, Alaska
Nonmajor Governmental Funds
Combining Balance Sheet

<i>June 30, 2017</i>	Special Revenue Funds		Total Nonmajor Governmental Funds
	Silver Salmon Derby	Clinic Operations	
Assets			
Cash and investments	\$ 16,212	\$ 199,077	\$ 215,289
Fund Balances			
Assigned:			
Silver Salmon Derby	\$ 16,212	\$ -	\$ 16,212
Clinic	-	199,077	199,077
Total Fund Balances	\$ 16,212	\$ 199,077	\$ 215,289

City of Sand Point, Alaska
Nonmajor Governmental Funds
Combining Statement of Revenues, Expenditures and Changes in Fund Balances

	Special Revenue Funds		Total Nonmajor Govern- mental Funds
	Silver Salmon Derby	Clinic Operations	
<i>Year Ended June 30, 2017</i>			
Revenues			
Other revenues	\$ 32,920	\$ 40,932	\$ 73,852
Expenditures			
Community development	38,333	-	38,333
Net change in fund balances	(5,413)	40,932	35,519
Fund Balances, beginning	21,625	158,145	179,770
Fund Balances, ending	\$ 16,212	\$ 199,077	\$ 215,289

City of Sand Point, Alaska
Nonmajor Enterprise Fund - Rock Crusher
Statement of Net Position

<i>June 30,</i>	<i>2017</i>
Assets	
Current Assets	
Cash and investments	\$ 25,958
Total Assets	\$ 25,958
Liabilities	
Current Liabilities	
Accounts payable	\$ 795
Total Liabilities	795
Net Position	
Unrestricted	25,163
Total Net Position	25,163
Total Liabilities and Net Position	\$ 25,958

City of Sand Point, Alaska
Nonmajor Enterprise Fund - Rock Crusher
Statement of Revenues, Expenses and Changes in Net Position

<i>Year Ended June 30,</i>	<i>2017</i>
Operating Revenues - gravel sales	\$ 32,948
Operating Expenses	
Equipment and equipment maintenance	1,394
Rock royalty	6,391
Total Operating Expenses	7,785
Change in net position	25,163
Net Position, beginning	-
Net Position, ending	\$ 25,163

City of Sand Point, Alaska
Nonmajor Enterprise Fund - Rock Crusher
Statement of Cash Flows

<i>Year Ended June 30,</i>	<i>2017</i>
Cash Flows From (For) Operating Activities	
Receipts from customers	\$ 32,948
Payments for goods and services	(6,990)
Net cash flows from (for) operating activities	25,958
Net increase (decrease) in cash and investments	25,958
Cash and Investments, beginning	-
Cash and Investments, ending	\$ 25,958
Reconciliation of Operating Loss to Net Cash Flows From (For) Operating Activities	
Operating income	\$ 25,163
Adjustments to reconcile operating loss to net cash flows from (for) operating activities:	
Increase (decrease) in liabilities:	
Accounts payable	795
Net Cash Flows From (For) Operating Activities	\$ 25,958

City of Sand Point, Alaska
Bingo Enterprise Fund
Statements of Net Position

<i>June 30,</i>	2017	2016
Assets		
Current Assets - cash and investments	\$ 308,882	\$ 238,453
Noncurrent Assets		
Equipment and vehicles	14,541	14,541
Less accumulated depreciation	(14,541)	(14,541)
Total Assets	\$ 308,882	\$ 238,453
Liabilities and Net Position		
Current Liabilities		
Accounts payable	\$ 312	\$ -
Accrued payroll	1,531	1,685
Noncurrent Liabilities		
Advance from other funds	176,561	176,561
Total Liabilities	178,404	178,246
Net Position		
Unrestricted (deficit)	130,478	60,207
Total Net Position (Deficit)	130,478	60,207
Total Liabilities and Net Position	\$ 308,882	\$ 238,453

City of Sand Point, Alaska

Bingo Enterprise Fund

Statements of Revenues, Expenses and Changes in Net Position

<i>Years Ended June 30,</i>	2017	2016
Operating Revenues		
Pull tab revenue	\$ 587,848	\$ 696,227
Bingo revenue	38,819	50,613
Other operating revenues	6,014	3,814
Total Operating Revenues	632,681	750,654
Operating Expenses		
Salaries and benefits	34,620	36,909
Telephone	888	1,441
Supplies	553	285
Equipment and equipment maintenance	3,514	-
Dues and fees	1,104	5,135
Bank service charges	3,520	3,098
Freight/speed paks	370	81
Prizes and payouts	489,140	580,233
Pull tab tax	4,136	3,151
Donations	9,624	-
Utilities	166	-
Pull tab purchases	14,775	15,853
Total Operating Expenses	562,410	646,186
Change in net position	70,271	104,468
Net Position (Deficit), beginning	60,207	(44,261)
Net Position (Deficit), ending	\$ 130,478	\$ 60,207

City of Sand Point, Alaska
Bingo Enterprise Fund
Statements of Cash Flows

<i>Years Ended June 30,</i>	2017	2016
Cash Flows from Operating Activities		
Receipts from customers	\$ 632,681	\$ 750,654
Payments for goods and services	(527,478)	(609,277)
Payments for salaries and benefits	(34,774)	(36,842)
Net cash flows from operating activities	70,429	104,535
Cash and Investments, beginning	238,453	133,918
Cash and Investments, ending	\$ 308,882	\$ 238,453
Reconciliation of Operating Income to Net Cash Flows from Operating Activities		
Operating income	\$ 70,271	\$ 104,468
Adjustments to reconcile operating income to net cash flows from operating activities:		
Increase (decrease) in liabilities:		
Accrued payroll	(154)	67
Accounts payable	312	-
Net Cash Flows from Operating Activities	\$ 70,429	\$ 104,535

City of Sand Point, Alaska
Boat Harbor Enterprise Fund
Statements of Net Position

<i>June 30,</i>	2017	2016
Assets and Deferred Outflows of Resources		
Current Assets		
Accounts receivable, net of allowance of \$56,543 (\$105,055 in 2016)	\$ 51,156	\$ 95,045
Noncurrent Assets		
Building and floats	10,795,390	10,795,390
Equipment and vehicles	613,944	613,642
Construction in progress	51,226	51,226
Less accumulated depreciation	(1,804,216)	(1,346,135)
Total Noncurrent Assets	9,656,344	10,114,123
Total Assets	9,707,500	10,209,168
Deferred Outflows of Resources, related to pensions	96,135	105,848
Total Assets and Deferred Outflows of Resources	\$ 9,803,635	\$ 10,315,016
Liabilities, Deferred Inflows of Resources and Net Position		
Current Liabilities		
Accounts payable	\$ 7,363	\$ 5,543
Accrued leave	24,105	25,958
Accrued interest payable	37,660	38,526
Current portion of bonds payable	70,000	65,000
Due to other funds	255,713	247,227
Total Current Liabilities	394,841	382,254
Noncurrent Liabilities		
Bonds payable, net of current portion	2,300,000	2,370,000
Bond premium, net of accumulated amortization	348,030	364,602
Net pension liability	537,490	508,372
Total Noncurrent Liabilities	3,185,520	3,242,974
Total Liabilities	3,580,361	3,625,228
Deferred Inflows of Resources, related to pensions	5,991	10,028
Net Position		
Net investment in capital assets	6,938,314	7,314,521
Unrestricted (deficit)	(721,031)	(634,761)
Total Net Position	6,217,283	6,679,760
Total Liabilities, Deferred Inflows of Resources and Net Position	\$ 9,803,635	\$ 10,315,016

City of Sand Point, Alaska
Boat Harbor Enterprise Fund
Statements of Revenues, Expenses and Changes in Net Position

<i>Years Ended June 30,</i>	2017	2016
Operating Revenues		
Moorage	\$ 228,891	\$ 208,424
Travel lift	95,196	86,209
Wharfage	220,143	34,058
Van storage	16,150	18,544
Electricity	39,726	31,990
Penalties and interest	6,084	5,173
Rents	106,384	132,118
Harbor electric fee	8,904	9,015
Other operating revenues	20,481	28,021
Total Operating Revenues	741,959	553,552
Operating Expenses		
Salaries and benefits	406,005	543,386
Contractual	509	-
Travel and per diem	-	1,214
Telephone	4,635	4,781
Supplies	7,079	6,199
Depreciation	463,081	475,027
Equipment and equipment maintenance	44,647	22,158
Dues and fees	1,284	680
Utilities	92,798	70,166
Fuel	14,290	12,124
Repairs	4,128	12,650
Freight/speed paks	3,900	4,202
Bad debt expense	56,543	-
Other operating expenses	-	2,684
Total Operating Expenses	1,098,899	1,155,271
Operating loss	(356,940)	(601,719)
Nonoperating Revenues (Expenses)		
State PERS relief	9,176	23,311
Interest expense	(114,713)	(117,313)
Net Nonoperating Revenues (Expenses)	(105,537)	(94,002)
Change in net position	(462,477)	(695,721)
Net Position, beginning	6,679,760	7,375,481
Net Position, ending	\$ 6,217,283	\$ 6,679,760

City of Sand Point, Alaska
Boat Harbor Enterprise Fund
Statements of Cash Flows

<i>Years Ended June 30,</i>	2017	2016
Cash Flows for Operating Activities		
Receipts from customers	\$ 785,848	\$ 552,551
Payments for goods and services	(227,993)	(136,176)
Payments for salaries and benefits	(363,888)	(438,749)
Net cash flows for operating activities	193,967	(22,374)
Cash Flows from (for) Capital and Related Financing Activities		
Principal paid on long-term debt	(65,000)	(65,000)
Interest paid on long-term debt	(132,151)	(134,753)
Additions to capital assets	(5,302)	(7,146)
Proceeds from disposal of capital assets	-	-
Capital contributions received	-	-
Increase (decrease) in due to other funds	8,486	229,273
Net cash flows from (for) capital and related financing activities	(193,967)	22,374
Net increase in cash and investments	-	-
Cash and Investments, beginning	-	-
Cash and Investments, ending	\$ -	\$ -
Reconciliation of Operating Loss to Net Cash Flows for Operating Activities		
Operating loss	\$ (356,940)	\$ (601,719)
Adjustments to reconcile operating loss to net cash flows for operating activities:		
Depreciation	463,081	475,027
Noncash expense - PERS relief	9,176	23,311
(Increase) decrease in assets and deferred outflows of resources:		
Accounts receivable (net)	43,889	(1,001)
Deferred outflows of resources related to pensions	9,713	(74,075)
Increase (decrease) in liabilities and deferred inflows of resources:		
Accounts payable	1,820	682
Accrued leave	(1,853)	(11,862)
Net pension liability	29,118	193,602
Deferred inflows of resources related to pensions	(4,037)	(26,339)
Net Cash Flows for Operating Activities	\$ 193,967	\$ (22,374)

City of Sand Point, Alaska
Refuse Collection Enterprise Fund
Statements of Net Position

<i>June 30,</i>	2017	2016
Assets and Deferred Outflows of Resources		
Current Assets		
Cash and investments	\$ 447,201	\$ 429,473
Accounts receivable, net of allowance of \$7,640 ((\$20,074 in 2016))	26,380	69,311
Total Current Assets	473,581	498,784
Noncurrent Assets		
Buildings	19,400	19,400
Equipment and vehicles	498,629	498,629
Sanitary landfill	1,996,889	1,996,889
Less accumulated depreciation	(1,814,885)	(1,738,756)
Total Noncurrent Assets	700,033	776,162
Total Assets	1,173,614	1,274,946
Deferred Outflows of Resources, related to pensions	37,814	36,134
Total Assets and Deferred Outflows of Resources	\$ 1,211,428	\$ 1,311,080
Liabilities, Deferred Inflows of Resources and Net Position		
Current Liabilities		
Accounts payable	\$ 252	\$ 610
Accrued leave	6,582	4,013
Total Current Liabilities	6,834	4,623
Noncurrent Liabilities		
Landfill closure costs payable	136,251	131,854
Net pension liability	211,419	168,415
Total Noncurrent Liabilities	347,670	300,269
Total Liabilities	354,504	304,892
Deferred Inflows of Resources, related to pensions	2,357	2,367
Net Position		
Investment in capital assets	700,033	776,162
Unrestricted	154,534	227,659
Total Net Position	854,567	1,003,821
Total Liabilities, Deferred Inflows of Resources and Net Position	\$ 1,211,428	\$ 1,311,080

City of Sand Point, Alaska
Refuse Collection Enterprise Fund
Statements of Revenues, Expenses and Changes in Net Position

<i>Years Ended June 30,</i>	2017	2016
Operating Revenues - user charges	\$ 125,697	\$ 178,226
Operating Expenses		
Salaries and benefits	169,339	161,453
Supplies	585	581
Equipment and equipment maintenance	10,103	11,562
Dues and fees	150	150
Utilities	860	1,539
Fuel	5,311	2,821
Repairs	2,269	-
Freight/speed paks	1,778	82
Landfill closure expense	4,397	19,377
Bad debt expense	7,640	-
Depreciation	76,128	94,718
Total Operating Expenses	278,560	292,283
Operating loss	(152,863)	(114,057)
Nonoperating Revenues - State PERS relief	3,609	8,179
Loss before transfers	(149,254)	(105,878)
Transfers in	-	14,894
Change in net position	(149,254)	(90,984)
Net Position, beginning	1,003,821	1,094,805
Net Position, ending	\$ 854,567	\$ 1,003,821

City of Sand Point, Alaska
Refuse Collection Enterprise Fund
Statements of Cash Flows

<i>Years Ended June 30,</i>	2017	2016
Cash Flows From (For) Operating Activities		
Receipts from customers	\$ 168,628	\$ 150,326
Payments for goods and services	(29,053)	(16,789)
Payments for salaries and benefits	(121,847)	(119,387)
Net cash flows from (for) operating activities	17,728	14,150
Cash Flows from Noncapital Financing Activities		
Transfers in	-	14,894
Net increase (decrease) in cash and investments	17,728	29,044
Cash and Investments, beginning	429,473	400,429
Cash and Investments, ending	\$ 447,201	\$ 429,473
Reconciliation of Operating Loss to Net Cash Flows From (For) Operating Activities		
Operating loss	\$ (152,863)	\$ (114,057)
Adjustments to reconcile operating loss to net cash flows from (for) operating activities:		
Depreciation	76,128	94,718
Noncash expense - PERS relief	3,609	8,179
(Increase) decrease in assets and deferred outflows of resources:		
Accounts receivable (net)	42,931	(27,900)
Deferred outflows of resources related to pensions	(1,680)	(25,991)
Increase (decrease) in liabilities and deferred inflows of resources:		
Accounts payable	(358)	(55)
Accrued leave	2,569	1,189
Landfill closure costs payable	4,398	19,378
Net pension liability	43,004	67,931
Deferred inflows of resources related to pensions	(10)	(9,242)
Net Cash Flows From (For) Operating Activities	\$ 17,728	\$ 14,150

City of Sand Point, Alaska
Water and Sewer Enterprise Fund
Statements of Net Position

<i>June 30,</i>	2017	2016
Assets and Deferred Outflows of Resources		
Current Assets		
Cash and Investments	\$ 71,906	\$ 46,821
Accounts receivable, net of allowance of \$18,316 (\$23,324 in 2016)	51,108	58,869
Total Current Assets	123,014	105,690
Noncurrent Assets		
Buildings and improvements	4,572,242	4,572,242
Equipment and vehicles	177,509	177,509
Less accumulated depreciation	(2,671,568)	(2,544,759)
Total Noncurrent Assets	2,078,183	2,204,992
Total Assets	2,201,197	2,310,682
Deferred Outflows of Resources related to pensions	16,693	14,989
Total Assets and Deferred Outflows of Resources	\$ 2,217,890	\$ 2,325,671
Liabilities, Deferred Inflows of Resources and Net Position		
Current Liabilities		
Accounts payable	\$ 17,011	\$ 10,108
Accrued leave	1,320	1,495
Total Current Liabilities	18,331	11,603
Noncurrent Liabilities		
Advance from other funds	763,266	763,266
Net pension liability	93,332	75,260
Total Noncurrent Liabilities	856,598	838,526
Total Liabilities	874,929	850,129
Deferred Inflows of Resources , related to pensions	1,040	2,091
Net Position		
Investment in capital assets	2,078,183	2,204,992
Unrestricted (deficit)	(736,262)	(731,541)
Total Net Position	1,341,921	1,473,451
Total Liabilities, Deferred Inflows of Resources and Net Position	\$ 2,217,890	\$ 2,325,671

City of Sand Point, Alaska
Water and Sewer Enterprise Fund
Statements of Revenues, Expenses and Changes in Net Position

<i>Years Ended June 30,</i>	2017	2016
Operating Revenues - User charges	\$ 222,538	\$ 204,977
Operating Expenses		
Salaries and benefits	142,873	122,980
Travel and per diem	11,029	8,939
Telephone	5,500	3,837
Supplies	19,505	33,472
Contractual	31,523	31,477
Equipment and equipment maintenance	22,073	28,582
Dues and fees	6,508	6,345
Utilities	10,676	15,397
Fuel	14,759	20,950
Repairs	13,058	10,725
Freight/speed paks	9,048	10,361
Bad debt expense	18,316	-
Depreciation	126,809	134,598
Total Operating Expenses	431,677	427,663
Operating loss	(209,139)	(222,686)
Nonoperating Revenues - State PERS relief	1,593	3,161
Loss before capital contributions and transfers	(207,546)	(219,525)
Capital contributions	23,516	23,734
Transfers in	52,500	117,600
Change in net position	(131,530)	(78,191)
Net Position, beginning	1,473,451	1,551,642
Net Position, ending	\$ 1,341,921	\$ 1,473,451

City of Sand Point, Alaska
Water and Sewer Enterprise Fund
Statements of Cash Flows

<i>Years Ended June 30,</i>	2017	2016
Cash Flows for Operating Activities		
Receipts from customers	\$ 230,299	\$ 176,915
Payments for goods and services	(155,092)	(164,971)
Payments for salaries and benefits	(126,138)	(108,580)
Net cash flows for operating activities	(50,931)	(96,636)
Cash Flows from Capital and Related Financing Activities		
Capital contributions received	23,516	23,734
Transfers in	52,500	117,600
Net cash flows from noncapital financing activities	76,016	141,334
Net increase in cash and investments	25,085	44,698
Cash and Investments, beginning	46,821	2,123
Cash and Investments, ending	\$ 71,906	\$ 46,821
Reconciliation of Operating Loss to Net Cash Flows for Operating Activities		
Operating loss	\$ (209,139)	\$ (222,686)
Adjustments to reconcile operating loss to net cash flows for operating activities:		
Depreciation	126,809	134,598
Noncash expense - PERS relief	1,593	3,161
(Increase) decrease in assets and deferred outflows of resources :		
Accounts receivable (net)	7,761	(28,062)
Deferred outflows of resources related to pensions	(1,704)	(10,042)
Increase (decrease) in liabilities and deferred inflows of resources :		
Accounts payable	6,903	5,114
Accrued leave	(175)	(1,395)
Net pension liability	18,072	26,248
Deferred inflows of resources related to pensions	(1,051)	(3,572)
Net Cash Flows for Operating Activities	\$ (50,931)	\$ (96,636)



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Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Honorable Mayor and City Council
City of Sand Point, Alaska

Report on the Financial Statements

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Sand Point, Alaska (City of Sand Point) as of and for the year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise City of Sand Point's basic financial statements, and have issued our report thereon dated January 9, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Sand Point's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Sand Point's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Sand Point's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Sand Point's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BDO USA, LLP

Anchorage, Alaska
January 9, 2018

The City of Sand Point

Schedule of Findings and Responses

Year Ended June 30, 2017

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued on whether the financial statements audited were prepared in accordance with GAAP: Unmodified

Internal control over financial reporting:

Material weakness(es) identified? yes no
Significant deficiency(ies) identified? yes (none reported)

Noncompliance material to financial statements noted? yes no

Section II - Financial Statement Findings Required to be Reported in Accordance with Government Auditing Standards


There were no findings related to the financial statements which are required to be reported in accordance with the standards applicable to financial audits contained in *Government Auditing Standards*.



City of Sand Point, Alaska

AUDIT WRAP UP

June 30, 2017



The following communication was prepared as part of our audit, has consequential limitations, and is intended solely for the information and use of those charged with governance (City Assembly) and, if appropriate, management of the Government and is not intended and should not be used by anyone other than these specified parties.

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3601 C Street, Suite 600
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January 9, 2018

Honorable Mayor and City Council
Sand Point, Alaska

Professional standards require us to communicate with you regarding matters related to the audit, that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. On August 1, 2017 we presented an overview of our plan for the audit of the financial statements of City of Sand Point as of and for the year ended June 30, 2017, including a summary of our overall objectives for the audit, and the nature, scope, and timing of the planned audit work.

This communication is intended to elaborate on the significant findings from our audit, including our views on the qualitative aspects of the City's accounting practices and policies, management's judgments and estimates, financial statement disclosures, and other required matters.

We are pleased to be of service to the City and look forward to discuss our audit findings, as well as other matters that may be of interest to you, and to answer any questions you might have.

Respectfully,

BDO USA, LLP

Discussion Outline

	Page
Status of Our Audit.....	3
Results of Our Audit.....	4
Group Audit.....	Error! Bookmark not defined.
Internal Control over Financial Reporting.....	6
Other Required Communications	7
Independence Communication	8
GASB Standards Effective in 2018 - 2020.....	9
Attachment.....	12

Status of Our Audit

We have completed our audit of the financial statements as of and for the year ended June 30, 2017. Our audit was conducted in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards* issued by the Comptroller General of the United States. This audit of the financial statements does not relieve management or those charged with governance of their responsibilities.

- The objective of our audit was to obtain reasonable - not absolute - assurance about whether the financial statements are free from material misstatements.
- The scope of the work performed was substantially the same as that described to you in our earlier Audit Planning communications.
- We have issued an unmodified opinion on the financial statements and released our report on January 9, 2018.
- Our responsibility for other information in documents containing the City's audited financial statements (management's discussion and analysis, budgetary comparisons and schedules of pension amounts) does not extend beyond the financial information identified in the audit report, and we are not required to perform procedures to corroborate such other information. However, in accordance with professional standards, we have read the information included by the City and considered whether such information, or the manner of its presentation, was materially inconsistent with its presentation in the financial statements. Our responsibility also includes calling to management's attention any information that we believe is a material misstatement of fact. We have not identified any material inconsistencies or concluded there are any material misstatements of facts in the other information that management has chosen not to correct.
- All records and information requested by BDO were freely available for our inspection.
- Management's cooperation was excellent. We received full access to all information that we requested while performing our audit, and we acknowledge the full cooperation extended to us by all levels of City personnel throughout the course of our work.

Results of Our Audit

ACCOUNTING PRACTICES, POLICIES AND ESTIMATES

The following summarizes the more significant required communications related to our audit concerning the City's accounting practices, policies and estimates:

The City's significant accounting practices and policies are those included in Note 1 to the financial statements. These accounting practices and policies are appropriate, comply with generally accepted accounting principles and industry practice, were consistently applied, and are adequately described within Note 1 to the financial statements.

- A summary of recently issued accounting pronouncements is included in Note 14 to the City's financial statements.
- There were no changes in significant accounting policies and practices during the year ended June 30, 2017.

Significant estimates are those that require management's most difficult, subjective, or complex judgments, often as a result of the need to make estimates about the effects of matters that are inherently uncertain. The City's significant accounting estimates, including a description of management's processes and significant assumptions used in development of the estimates, are listed below:

Significant accounting estimates include:

Collectability of Outstanding Accounts Receivables - Many of the City's accounts receivables are from granting agencies; these are considered by management to be 100% collectible. Customer accounts receivables are reviewed by management periodically to determine a reasonable amount of allowance, based on known factors, past history, and age of the outstanding amount.

Landfill Closure and Post Closure Care Costs - The City has recorded a liability for its estimate of costs to close and monitor the landfill. The liability is based on the remaining useful life of the landfill and the estimated costs based on landfill capacity as of year-end.

Pension Liabilities - The pension liability is estimated based on actuarial and other actual contribution data provided to the City by the PERS Plan Administrators.

- Management did not make any significant changes to the processes or significant assumptions used to develop the significant accounting estimates in fiscal year 2017.
- We did not identify any transactions for which there was a lack of authoritative guidance.

CORRECTED AND UNCORRECTED MISSTATEMENTS

Please see the "Schedule of Corrected misstatements" attached to the representation letter for a detail of the corrected misstatements.

There were no identified uncorrected misstatements.

Results of Our Audit

QUALITY OF THE CITY'S FINANCIAL REPORTING

The following assess the quality of the City's financial reporting:

- Qualitative aspects of significant accounting policies and practices
 - We concur with the City's interpretation and application of generally accepted accounting principles and practices derived from the standards set by the Governmental Accounting Standards Board (GASB).
- Our conclusions regarding significant accounting estimates
 - We concur with the City's accounting for significant estimates as noted above.
- Financial statement presentation
 - To our knowledge all necessary disclosures have been included in the footnotes to the financial statements.
- New accounting pronouncements
 - There were no new accounting pronouncements implemented in fiscal year 2017.
- Alternative accounting treatments
 - We did not identify any accounting treatments that did not comply with generally accepted accounting principles and standards set by GASB.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City’s internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City’s internal control. Accordingly, we do not express an opinion on the effectiveness of the City’s internal control.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

We are required to communicate, in writing, to those charged with governance all material weaknesses and significant deficiencies that have been identified in the City’s internal controls over financial reporting. The definitions of control deficiency, significant deficiency and material weakness follow:

Category	Definition
Deficiency in Internal Control	A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.
Significant Deficiency	A deficiency or combination of deficiencies in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.
Material Weakness	A deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the City’s financial statements will not be prevented, or detected and corrected on a timely basis.

In conjunction with our audit of the financial statements, we noted no material weaknesses.

Other Required Communications

Following is a summary of those required items, along with specific discussion points as they pertain to the City:

Requirement	Discussion Points
Significant changes to planned audit strategy or significant risks initially identified	There were no significant changes to the planned audit strategy or significant risks initially identified and previously communicated to those charged with governance as part of our Audit Planning communications.
Obtain information from those charged with governance relevant to the audit	There were no matters noted relevant to the audit, including, but not limited to: violations or possible violations of laws or regulations; risk of material misstatements, including fraud risks; or tips or complaints regarding the City's financial reporting that we were made aware of as a result of our inquiry of those charged with governance.
Nature and extent of specialized skills or knowledge needed related to significant risks	There were no specialized skills or knowledge needed, outside of the core engagement team, to perform the planned audit procedures or evaluate audit results related to significant risks.
Consultations with other accountants	We are not aware of any consultations about accounting or auditing matters between management and other independent public accountants. Nor are we aware of opinions obtained by management from other independent public accountants on the application of generally accepted accounting principles.
Significant findings and issues arising during the audit in connection with the City's related parties	We have evaluated whether the identified related party relationships and transactions have been appropriately identified, accounted for, and disclosed and whether the effects of the related party relationships and transactions, based on the audit evidence obtained, prevent the financial statements from achieving fair presentation.
Disagreements with management	There were no disagreements with management about matters, whether or not satisfactorily resolved, that individually or in aggregate could be significant to the City's financial statements or to our auditor's report.
Significant difficulties encountered during the audit	There were no significant difficulties encountered during the audit.
Other matters significant to the oversight of the City's financial reporting process, including complaints or concerns regarding accounting or auditing matters	There are no other matters that we consider significant to the oversight of the City's financial reporting process that have not been previously communicated.
Representations requested from management	Please refer to the management representation letter.

Independence Communication

Our engagement letter to you dated August 28, 2017 describes our responsibilities in accordance with professional standards and certain regulatory authorities and *Government Auditing Standards*, with regard to independence and the performance of our services. This letter also stipulates the responsibilities of the City with respect to independence as agreed to by the City. Please refer to that letter for further information.

GASB Standards Effective in 2018 - 2020

GASB STATEMENT NO. 75, ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

- Establishes measurement criteria for the Other Postemployment Benefits (OPEB) liability of state and local governments and mirrors the requirements of GASB 68.
- For plans administered through trust governments must recognize the net OPEB liability.
- For plans not administered through trust the government must recognize the total OPEB liability.
- The pronouncement will be effective starting with years ending June 30, 2018.

GASB STATEMENT NO. 83, CERTAIN ASSET RETIREMENT OBLIGATIONS

- Establishes measurement criteria for recording a liability for the retirement or removal of certain assets such as:
 - ✓ Nuclear power plants
 - ✓ Sewage treatment facilities
 - ✓ Coal-fired power plant
 - ✓ Wind turbines
 - ✓ X-ray machines
- Governments with legal obligations to perform future asset retirement activities related to its tangible capital assets would be required to recognize a liability.
- A liability and corresponding deferred outflow is recorded when the liability is both incurred and reasonable estimable.
- The liability is based on best estimate of current value of outlays expected to be incurred.
- Must be both an external obligating event, such as a court judgment or federal, state or local law; and an internal obligating event, such as contamination or retirement.
- The pronouncement will be effective starting with years ending June 30, 2019.

GASB STATEMENT NO. 84, FIDUCIARY ACTIVITIES

- Establishes criteria for reporting fiduciary activities that focuses on whether the government controls the assets and the fiduciary relationship with the beneficiaries.
- The statement describes four fiduciary funds:
 1. Pension and OPEB funds
 2. Investment trust funds
 3. Private-purpose trust funds
 4. Custodial funds
- Custodial funds replace agency funds for activities that are not held in trust.
- For activities for which a trust agreement exists, an investment trust fund or private purpose trust fund will be used.

GASB Standards Effective in 2018 -2020

- Pension funds not held in trust would be classified as custodial funds.
- The pronouncement will be effective starting with years ending December 31, 2019.

GASB STATEMENT NO. 85, *OMNIBUS 2017*

- Addresses several practice issues that have been identified during implementation of certain GASB Statements:
 1. Blending a component unit when the primary government is a business-type activity that reports in a single column.
 2. Reporting amounts previously reported as goodwill and negative goodwill.
 3. Classifying real estate held by insurance entities.
 4. Measuring certain money market instruments at amortized cost.
 5. Timing of the measurement of pension or OPEB liabilities and expenditures in governmental fund financial statements.
 6. Recognizing on-behalf payments for pensions or OPEB in employer financial statements.
 7. Presenting payroll-related measures in RSI for OPEB plans and employers that provide OPEB.
 8. Classifying employer-paid member contributions for OPEB.
 9. Simplifying certain aspects of the alternative measurement method for OPEB.
 10. Accounting and reporting for OPEB provided through certain multiple-employer defined benefit OPEB plans.
- The pronouncement will be effective starting with years ending June 30, 2018.

GASB STATEMENT NO. 86, *CERTAIN DEBT EXTINGUISHMENT ISSUES*

- Resolves issue of how to record in-substance defeasance of debt when solely existing resources are used.
- Current standards only address reporting requirements when debt is extinguished using bond proceeds.
- When cash or other existing resources are placed in an irrevocable trust to extinguish debt it is considered to be in-substance defeasance, assuming all criteria are met.
- The difference between the reacquisition price and the net carrying amount of the debt will be recognized as a separately identified gain or loss in the period of defeasance. This differs from current practice when debt is extinguished using bond proceeds, whereby the difference is deferred.
- Payments to the escrow agent from existing resources should be reported as debt service expenditures in governmental fund types.
- The pronouncement will be effective starting with years ending June 30, 2018.

GASB Standards Effective in 2018 -2020

GASB STATEMENT NO. 87, *LEASES*

- This standard will require recognition of certain lease assets and liabilities for leases that are currently classified as operating leases.
- Eliminates the distinction between operating and capital leases - all leases will be recorded on the statement of net position/balance sheet.
- New definition of a lease - a contract that conveys the right to use another entity's nonfinancial asset for a period of time in an exchange or exchange-like transaction.
- Excludes leases that transfer ownership under a bargain purchase option or service concession arrangements that are covered by GASB Statement No. 60.
- Lessees would recognize a lease liability and an intangible right-to-use lease asset which would be amortized in a systematic and reasonable manner over the shorter of the lease term or the useful life of the underlying asset. Short-term leases are excluded.
- Lessor would recognize lease receivable and deferred inflow of resources which would be recognized as revenue in a systematic and rational manner over the term of the lease.
- The pronouncement will be effective starting with years ending December 31, 2020.

Attachment

- Management representation letter



January 9, 2018

BDO USA, LLP

3601 "C" Street Suite 600

Anchorage, Alaska 99503

Ladies and gentlemen:

We are providing this letter in connection with your audits of the financial statements of the City of Sand Point (the City), which comprise the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information as of June 30, 2017, and the respective changes in financial position and, where applicable, cash flows for the year then ended, and the related notes to the financial statements, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the preparation and fair presentation in the financial statements of financial position, changes in net position, and cash flows in conformity with accounting principles generally accepted in the United States of America.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of the date of this representation letter, as entered on the first page, the following representations made to you during your audit:

The City was not required to have a federal or state single audit in FY17 as state and federal funding was under threshold.

- (1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated August 28, 2017, for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.

- (2) We have fulfilled our responsibility, as set out in the terms of the aforementioned audit engagement letter, for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- (3) The financial statements include all properly classified funds and other financial information of the primary government and all component units required to be included in the financial reporting entity by accounting principles generally accepted in the United States of America. All funds required to be presented as major funds are identified and presented as such.
- (4) We have made available to you:
 - (a) All financial records, and related data, as agreed upon in the terms of the aforementioned audit engagement letter.
 - (b) All additional information that you have requested from us for the purpose of the audit.
 - (c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - (d) Minutes of the meetings of the City Assembly that were held from July 1, 2016 to the date of this letter, or summaries of actions of recent meetings for which minutes have not yet been prepared.
- (5) There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in financial reporting practices.
- (6) There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements. All financial statement misstatements relating to accounts and disclosures identified and discussed with us in the course of the audit as listed in Attachment A - "Schedule of Audit Adjustments" have been corrected. We have evaluated the propriety of the corrected misstatements based on a review of both the applicable authoritative literature and the underlying supporting evidence from our files and confirm our responsibility for the decision to correct them.
- (7) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud or noncompliance. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud or noncompliance. We have no knowledge of any:
 - (a) Fraud or suspected fraud involving management or involving employees who have significant roles in internal control, whether or not perceived to have a material effect on the financial statements.
 - (b) Fraud or suspected fraud involving others where the fraud could have a material effect on the financial statements.

- (c) Allegations of fraud or suspected fraud affecting the City received in communications from employees, former employees, regulatory agencies, law firms, predecessor accounting firms, or others.
 - (d) Instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse, whose effects should be considered when preparing the financial statements.
- (8) We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or fund balance/net position.
- (9) The following, where applicable and material, have been properly recorded or disclosed in the financial statements:
- (a) The identity of related parties and all related party relationships and transactions of which we are aware, including revenues, expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - (b) Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
 - (c) Guarantees, whether written or oral, under which the City is contingently liable.
 - (d) Significant estimates and material concentrations known to management that are required to be disclosed in accordance with accounting principles generally accepted in the United States of America. In that regard, all accounting estimates that could be material to the financial statements, including key factors and significant assumptions underlying those estimates, have been identified, and we believe the estimates are reasonable in the circumstances.
 - (e) The effects of all known actual or possible litigation, claims, and other liabilities or gain or loss contingencies that are required to be accrued or disclosed by accounting principles generally accepted in the United States of America, including:
 - Pending or anticipated tax refunds, other potential or pending claims, lawsuits by or against any branch of government or others;
 - Written or oral guarantees, endorsements, or unused letters of credit;
 - Unusual guarantees; or
 - Labor claims or negotiations.

Accounting principles generally accepted in the United States of America require loss contingencies to be accrued if it is probable an asset has been impaired or a liability incurred at the statement of financial position date and the amount of loss can be reasonably estimated. Such contingencies must be disclosed, but may not be accrued, if

the loss is reasonably possible (but not probable) or the loss is probable but the amount of loss cannot be reasonably estimated.

(f) Commitments, such as:

- Major capital asset purchase agreements;
- More-than-one-year employment arrangements or contracts with suppliers or customers, or one-year-or-longer term leases;
- Deferred compensation, bonuses, pensions plans, or severance pay; or
- Pending sale or merger of all or a portion of the business or of an interest therein or acquisition of all or a portion of the business, assets or securities of another entity;

(g) Joint ventures or other participations, the detailed transactions of which are not carried on our books.

(10) There are no:

- (a) Violations or possible violations of budget ordinances, laws or regulations and provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects could be material to the financial statements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
- (b) Unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with accounting principles generally accepted in the United States of America.
- (c) Restrictions of net position that were not properly authorized and approved, or reclassifications of net position that have not been properly reflected in the financial statements.

(11) Receivables recorded in the financial statements represent valid claims against debtors for transactions arising on or before the statement of financial position date and have been appropriately reduced to their estimated net realizable value.

(12) The City has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.

(13) We have appropriately disclosed the City's policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available and have determined that net position is properly recognized under the policy.

- (14) We have complied with all aspects of contractual agreements, including debt covenants, that would have a material effect on the financial statements in the event of noncompliance. We have also complied with the SEC disclosure rules for reporting annual financial information and material events to repositories in accordance with SEC Rule N.240, 15c2-12.
- (15) No discussions have taken place with your firm's personnel regarding employment with the City.
- (16) We are responsible for compliance with laws, regulations and provisions of contracts and grant agreements applicable to us and we have identified and disclosed to you all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts.
- (17) Components of net position (net investment in capital assets, restricted and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned and unassigned) are properly classified and, if applicable, approved.
- (18) Revenues are appropriately classified in the statement of activities within program revenues, contributions, and general revenues. Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- (19) In regards to the assistance provided in drafting the financial statements performed by you, we have: (1) assumed all management responsibilities, (2) designated an individual (within senior management) with suitable skill, knowledge, or experience to oversee the services, (3) evaluated the adequacy and results of the services performed, and (4) accepted responsibility for the results of the services.
- (20) We acknowledge our responsibility for presenting the supplementary information in accordance with accounting principles generally accepted in the United State of America and we believe it is fairly presented. The methods of measurement and presentation of the supplementary information have not changed from the prior period and we have disclosed to you any significant assumptions underlying the measurement and presentation of the supplementary information.

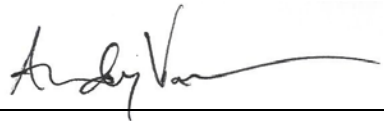
If the budgetary comparison schedules and combining financial statements are not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

- (21) Required supplementary information is measured and presented in accordance with prescribed guidelines.
- (22) In connection with any electronic presentation of the financial statements and your audit report thereon on our web site, we acknowledge that:
 - We are responsible for the preparation, presentation, and content of the financial statements in the electronic format.
 - If your audit report is presented on our web site, the full financial statements upon which you reported and to which you appended your signed report will be presented.

- We will clearly indicate in the electronic presentation on our web site the financial information that is subject to your audit report. We will clearly differentiate any information that may also be presented by us on or in connection with our web site that was contained in the published version of the financial statements and other supplementary information, but which is not part of the audited financial statements or other financial information covered by your audit report.
- We have assessed the security over financial statement information and the audit report presented on our web site, and are satisfied that procedures in place are adequate to ensure the integrity of the information provided. We understand the risk of potential misrepresentation inherent in publishing financial information on our web site through internal failure or external manipulation.
- Our web site, which contains the electronic financial statements, will advise the reader that such financial statements are presented for convenience and information purposes only, and while reasonable efforts have been made to ensure the integrity of such information, they should not be relied on. A copy of the printed financial statements will be provided on request.

To the best of our knowledge and belief, no events have occurred subsequent to the statement of financial position date and through the date of this representation letter, as entered on the first page, that would require adjustment to or disclosure in the aforementioned financial statements.

Very truly yours,



Andrew Varner, City Administrator

CITY OF SAND POINT

Year End: June 30, 2017

Adjusting Journal Entries

Date: 7/1/2016 To 6/30/2017

Number	Date	Type	Name	Account No	Debit	Credit
AJE 1	6/30/2017	N	DUE FROM OTHER FUND	01-000-000-055 01	9,019.24	
AJE 1	6/30/2017	N	OTHER REVENUE	01-000-000-203 01		-9,019.24
AJE 1	6/30/2017	N	DUE TO OTHER FUNDS	62-000-000-160 62	5,302.61	
AJE 1	6/30/2017	N	EQUIPMENT	62-600-000-500 62		-5,302.61

Correct mispostings to DTF accounts

AJE 2	6/30/2017	N	DEFERRED OUTFLOW F	61-000-000-090 61	1,704.00	
AJE 2	6/30/2017	N	DEFERRED INFLOW FOR	61-000-000-170 61	1,051.00	
AJE 2	6/30/2017	N	NET PENSION LIABILITY	61-000-000-171 61		-18,072.00
AJE 2	6/30/2017	N	On-Behalf Revenue Pension	61-000-000-904 61	304.00	
AJE 2	6/30/2017	N	Pension Expense	61-000-000-905 61	15,013.00	
AJE 2	6/30/2017	N	DEFERRED OUTFLOW F	62-000-000-090 62		-9,713.00
AJE 2	6/30/2017	N	DEFERRED INFLOW FOR	62-000-000-170 62	4,037.00	
AJE 2	6/30/2017	N	NET PENSION LIABILITY	62-000-000-171 62		-29,118.00
AJE 2	6/30/2017	N	On Behalf Revenue Pension	62-000-000-904 62	1,751.00	
AJE 2	6/30/2017	N	Pension Expense	62-000-000-905 62	33,043.00	
AJE 2	6/30/2017	N	DEFERRED OUTFLOW F	65-000-000-090 65	1,680.00	
AJE 2	6/30/2017	N	DEFERRED INFLOW FOR	65-000-000-170 65	10.00	
AJE 2	6/30/2017	N	NET PENSION LIABILITY	65-000-000-171 65		-43,004.00
AJE 2	6/30/2017	N	On-Behalf Revenue Pension	65-000-000-904 65	689.00	
AJE 2	6/30/2017	N	Pension Expense	65-000-000-905 65	40,625.00	

Post GASB 68 entries

AJE 3	6/30/2017	N	SB 46 PERS RELIEF	01-000-000-234 01		-33,882.00
AJE 3	6/30/2017	N	FRINGE BENEFITS PAYR	01-100-000-350 01	1,640.88	
AJE 3	6/30/2017	N	FRINGE BENEFITS PAYR	01-200-000-350 01	10,673.77	
AJE 3	6/30/2017	N	FRINGE BENEFITS PAYR	01-300-010-350 01	8,289.95	
AJE 3	6/30/2017	N	FRINGE BENEFITS PAYR	01-500-000-350 01	9,125.20	
AJE 3	6/30/2017	N	FRINGE BENEFITS PAYR	01-800-000-350 01	4,152.20	
AJE 3	6/30/2017	N	Pension Expense	61-000-000-905 61	1,897.48	
AJE 3	6/30/2017	N	SB 46 PERS Relief	61-100-000-235 61		-1,897.48
AJE 3	6/30/2017	N	Pension Expense	62-000-000-905 62	10,927.47	
AJE 3	6/30/2017	N	SB 46 PERS Relief	62-100-000-235 62		-10,927.47
AJE 3	6/30/2017	N	Pension Expense	65-000-000-905 65	4,298.25	
AJE 3	6/30/2017	N	SB 46 PERS Relief	65-100-000-235 65		-4,298.25

Book PERS relief

PBC 1	6/30/2017	N	GENERAL FUND/WELLS	01-000-000-002 01	7,086.56	
PBC 1	6/30/2017	N	FUEL	01-200-000-420 01	520.00	
PBC 1	6/30/2017	N	EQUIPMENT FUEL	01-300-020-560 01	67.60	
PBC 1	6/30/2017	N	DIESEL	01-500-000-440 01		-5,143.44
PBC 1	6/30/2017	N	DIESEL	01-500-000-440 01		-7,086.56
PBC 1	6/30/2017	N	EQUIPMENT FUEL	01-500-000-560 01	3,698.38	
PBC 1	6/30/2017	N	EQUIPMENT FUEL	01-500-000-560 01	857.46	
PBC 1	6/30/2017	N	GENERAL FUND/WELLS	61-000-000-002 61		-91.00
PBC 1	6/30/2017	N	EQUIPMENT FUEL	61-700-000-560 61	91.00	
PBC 1	6/30/2017	N	GENERAL FUND/WELLS	62-000-000-002 62		-1,823.24
PBC 1	6/30/2017	N	EQUIPMENT FUEL	62-600-000-560 62	1,823.24	
PBC 1	6/30/2017	N	GENERAL FUND/WELLS	65-000-000-002 65		-5,172.33
PBC 1	6/30/2017	N	EQUIPMENT FUEL	65-500-000-560 65	5,172.33	

PBC Entry 1 - To transfer diesel
to correct accounts

PBC 2	6/30/2017	N	GENERAL FUND/WELLS	01-000-000-002 01	20,798.96	
PBC 2	6/30/2017	N	STOVE OIL	01-500-000-430 01		-20,798.96
PBC 2	6/30/2017	N	GENERAL FUND/WELLS	61-000-000-002 61		-11,553.08
PBC 2	6/30/2017	N	FUEL	61-700-000-420 61	1,558.08	
PBC 2	6/30/2017	N	FUEL	61-700-000-420 61	9,894.20	
PBC 2	6/30/2017	N	EQUIPMENT FUEL	61-700-000-560 61	100.80	
PBC 2	6/30/2017	N	GENERAL FUND/WELLS	62-000-000-002 62		-7,606.56
PBC 2	6/30/2017	N	FUEL	62-600-000-420 62	7,534.56	
PBC 2	6/30/2017	N	EQUIPMENT FUEL	62-600-000-560 62	72.00	
PBC 2	6/30/2017	N	GENERAL FUND/WELLS	65-000-000-002 65		-1,639.32
PBC 2	6/30/2017	N	FUEL	65-500-000-420 65	919.32	
PBC 2	6/30/2017	N	FUEL	65-500-080-420 65	720.00	

PBC Entry 2 - To transfer stove

oil to correct accounts

PBC 3	6/30/2017	N	FUEL	01-300-010-420 01	174.60	
PBC 3	6/30/2017	N	FUEL	01-500-000-420 01	1,980.00	
PBC 3	6/30/2017	N	FUEL	01-500-000-420 01	828.04	
PBC 3	6/30/2017	N	STOVE OIL	01-500-000-430 01		-51,165.72
PBC 3	6/30/2017	N	STOVE OIL	01-500-000-430 01		-828.04
PBC 3	6/30/2017	N	EQUIPMENT FUEL	01-500-000-560 01	2,443.32	
PBC 3	6/30/2017	N	FUEL	01-800-050-420 01	25,829.28	
PBC 3	6/30/2017	N	FUEL	01-800-055-420 01	2,244.24	
PBC 3	6/30/2017	N	FUEL	01-800-060-420 01	9,034.92	
PBC 3	6/30/2017	N	FUEL	01-800-070-420 01	2,174.76	
PBC 3	6/30/2017	N	FUEL	01-800-070-420 01	3,272.40	
PBC 3	6/30/2017	N	FUEL	01-800-071-420 01	4,012.20	

PBC Entry 3 - To transfer stove

oil to correct accounts

RJE 1	6/30/2017	N	CHECKING ACCOUNT/CA	01-000-000-001 01		-255,714.19
RJE 1	6/30/2017	N	DUE FROM OTHER FUND	01-000-000-055 01	255,714.19	
RJE 1	6/30/2017	N	GENERAL FUND/WELLS	62-000-000-002 62	255,714.19	
RJE 1	6/30/2017	N	Due to/from	62-000-000-DTF 62		-255,714.19

to reclass negative cash balance

in harbor fund as due to/from general fund

789,570.68 -789,570.68

Net Income (Loss)

##

**IMPLEMENTATION OF
COMPREHENSIVE PLAN
REVIEW**

MEMO

To: Mayor Gardner
City Council Members
Sand Point Residents

From: Lamar Cotten
Interim City Administrator

Date: March 3, 2018

Subj: Implementation of City Comprehensive Plan.

Background

At the February council meeting, the City Comprehensive Plan was approved by the council. So, now what? We now have an updated plan that has a good general overview of the community and its goals and objectives. The plan also has 99 suggested implementation steps. (see attached). In our February meeting packet was a memo (see attached) in which the implementation steps were placed in similar groupings. Typically, the next step is for the city council to review the document and see which of any topics the council wants to further investigate and at some stage possibly have a formal or informal-committee of city and others accomplish some of the topic goals and objectives.

Possible Approaches to some but not issues.

1. Community and Regional Fishery Issues.

A. City and Shumagin evaluate through a fairly straightforward needs assessment survey of local and non-local boats who use the city boat harbor facilities.

B. Based on such a survey, determine what future steps, if any, are needed. They could include.

1. Expansion of useable lands adjacent to boat harbor; and
2. Market Sand Point for select support industries.

3. Training Program Opportunities

A. Communicate with key training program operators including UAF business assistance program. Conduct a short survey to determine interest in training of local business owners.

4. Tourism Development in Sand Point

A. Based on interest, invite state tourism development staff member to speak to local residents about tourism opportunities.

6. Housing Issues

A. There are a number possible housing programs through the Alaska Housing Finance Authority (AHFC). The city could invite AHFC to give a presentation of in Sand Point or via Skye on relevant housing programs.

10. Outdoor recreation opportunities for local residents

A. Hold a public meeting with possible key stakeholder to evaluate local interest. Key players could include AEB School District, EAT, tribes and village corporations.



6.0 Implementation

The key to a successful CCDP is implementation. Implementation identifies what specifically needs to be done, who is going to do it, and when it will be done. The CCDP should be used as a guide in decision-making, not as a mandatory course of action.

Sand Point's CCDP is a "snapshot in time;" a combination of perspectives developed by the people who participated in the planning process. Implementation of the CCDP is the responsibility of all public, private, and citizen groups and individuals, not just the City of Sand Point. It will take commitment, partnership, dedication of effort and funds, and ownership to make this plan happen.

The following items were identified during the planning process as actionable tasks that the City or other community partners could work toward in the next decade (Table 2). The time frame for realistic accomplishment is broken into three categories: short (within two years), medium (in three to five years), and long (in five to ten years). Table 3 lists the same implementation items with the time frame for easy reference.

Table 2. Sand Point Implementation Actions

No.	Implementation Actions	Time Frame	Responsible Entity
Economic Development (EN)			
<i>General Economic Development Goal A: Diversify the economy of Sand Point and create employment opportunities</i>			
EN-1	Establish a working group to evaluate fisheries supported and fish products currently provided by processors, identify and promote additional fisheries and products, and identify new markets for Sand Point fish products	Short	City, AEB, Processors (including Trident Seafoods, Aleutian Seafoods, and ePter Pan Seafoods)
EN-2	Evaluate the options of improving local internet services, promote improvements with appropriate service providers (also applicable for PS--36)	Short/Medium	City, AEB, SWAMC, ANCSA Regional and Village Corporations, GCI, TelAlaska,, and AT&T
EN-3	Investigate potential economic benefits of providing rock quarry products to communities in the region on an individual project basis (road, airport, and harbor expansions and upgrades), and position for proving products for construction	Medium/ Long	City, ANCSA Regional and Village Corporations, ADOT&PF
EN-4	Evaluate options for Sand Point to become a logistical staging area for regional emergency response and resource exploration and development activities (also applicable for EN-8 and PS-8)	Medium	City, AEB, ANCSA Regional and Village Corporations



EN-5	Identify and encourage opportunities for trade employment	Short/ Medium	City, AEB School District, DCCED, Trident Seafoods, ANCSA Regional and Village Corporations
General Economic Development Goal B: Maintain community infrastructure and services to support economic development			
EN-6	Assess the need for and make available additional office space for rent as necessary (also applicable for LU--4)	Short	City, Village ANCSA corporations and tribal governments
EN-7	Implement the recommendations of the <i>Sand Point Harbor Land Use Plan</i> regarding marine improvements in the harbor area	Medium	City, DOT&PF, BIA
General Economic Development Goal C: Build a partnership between residents, fishermen, government, tribes, corporations, school district, and businesses			
EN-8	Identify potential cooperating partners and schedule annual planning meetings	Short	City, AEB/School district, Tribal Governments, ANCSA Regional and Village Corporations, Regional Non-Profit Regional Corporations, Trident Seafoods, Aleutia Seafoods, Peter Pan Seafoods
EN-9	As an output of EN-8, develop an Overall Economic Development Steering Committee	Medium/ Long	City, AEB, Tribal Governments, ANCSA Regional and Village Corporations, Regional Non-Profit Regional Corporations, Trident Seafoods
EN--10	Assist marine support services by providing waterfront lands, utility services, and boat repair facilities	Medium	City
EN--11	Identify funds and develop programs for training the workforce <ul style="list-style-type: none"> Identify work (sectors) and training opportunities Inventory current workforce, skills and jobs available School vocational programs Training for local entrepreneurs Internships/after school jobs for high school students 	Medium/ Long	City, DCCED, BIA
Fisheries Economic Development Goal A: Revitalize commercial fisheries in Sand Point			
EN--12	Develop processor/community/fishermen relationship strategy <ul style="list-style-type: none"> Convene parties and work together Initiate related actions (independent fuel tanks, joint venture partnership for processing, ASMI missions) 	Ongoing	City, Processors (including Trident Seafoods, Aleutia Seafoods, Peter Pan Seafoods), DCCED



EN-13	Work actively with fish processors to meet mutual needs of community partners, including fishermen, businesses, local government, tribal governments and ANCSA corporations	Short	City, AEB, Aleutia Seafoods, Processors, Tribal Governments, ANCSA corporations, commercial fishermen
EN-14	Evaluate opportunities for developing local mariculture	Short/ Medium	City, AEB, Aleutia Seafoods, SWAMC
EN--15	Initiate value--added fish processing study including development of and marketing for a value--added product	Short	City, AEB, Aleutia Seafoods, SWAMC
EN-16	Work with the state on fishery marketing and management (City, AEB, Tribes and Corporations) <ul style="list-style-type: none"> • Market the high quality of area salmon and increase marketing for Pollock • Market the fall run of Salmon • Utilize the increased capacity of the airport and harbor to provide greater volumes of processed seafood more rapidly to markets 	Short/ Medium	City, AEB, DCCED, Trident Seafoods, Aleutia Seafoods, Peter Pan Seafoods, other processors
EN--17	Pursue harbor improvement funding to benefit local and regional fishermen	Medium	City, AEB, DOT&PF, USACE
EN-18	Ensure that areas are identified in the harbor area to serve fishing related needs and activities, including additional fish processing capability and utility service	Short/ Medium	City, DOT&PF
EN-19	Facilitate sales of limited entry permits to area residents	Short	City, AEB, DCCED, Private foundations
EN--21	Stay engaged in regulatory discussion affecting salmon and other commercial fisheries	Ongoing	City, AEB
<i>Tourism Economic Development Goal A: Expand the tourism industry in Sand Point to create additional economic development opportunities</i>			
EN--22	Provide areas and utility service in the harbor area to support state ferry traffic	Medium	City
EN--23	Conduct a tourism resources inventory and upgrade City of Sand Point web site and promotional brochures. <ul style="list-style-type: none"> • Current tour operations in the area • Resources and attractions • Facilities and services in SandPoint 	Short	City, AEB
EN--24	Work with the Trident Seafoods fish meal plant to develop practices that reduce odors from meal processing	Medium	City
EN--25	Work with cruise ship companies to explore the potential for a stop in Sand Point	Short/ Medium	City, AEB, Unalaska, Alaska Travel Industry Association, Alaska Cruise Association
EN-26	Evaluate expanding the bison hunt to attract more visiting hunters	Short	City, Shumagin Corporation



EN-27	Encourage tourist packages with local airlines and the Alaska Marine Highway System	Short	City, AEB, State Marine Highways system, passenger airlines, SWAMC
Land Use (LU)			
General Land Use Goal A: Ensure that adequate lands exist in appropriate locations to meet various land use needs of the community in response to anticipated population trends and economic needs			
LU-1	Evaluate and update existing zoning maps and land use map for effectiveness in meeting current and future development needs	Short	City
LU-2	Evaluate the need for locating public facilities to the community core area, identify appropriate locations, and reserve land as appropriate	Ongoing	City
LU-3	Prepare a plan for upgrade and expansion of community water and sewer systems as needed for residential, commercial, and industrial development	Short/ Medium	City
LU-4	In coordination with EN--7, evaluate potential locations for upgraded office space and housing availability, and reserve/rezone lands as appropriate	Medium	City, ANCSA Village corporations and tribal governments
General Land Use Goal B: Minimize public costs associated with land development			
LU-5	Encourage infill development within areas of scattered and sparse development, and where there are a large number of vacant lots with road and utility connections	Ongoing	City,
LU-6	Continue to work with cooperative partners to take advantage of BIA Indian Road funds	Short	City, BIA, ANCSA Regional and Village Corporations
General Land Use Goal C: Improve and maintain the appearance of the community			
LU--7	Install informational signage for such things as location of various facilities; recommendations for disposal of solid waste materials; and general information about allowed uses within the area	Short	City
LU--8	Continue to support efforts for a community cleanup program (see PS--17)	Ongoing	City, Tribal Governments, ANCSA Village Corporations
LU-9	Enforce or revise regulations for outdoor gear storage <ul style="list-style-type: none"> • Outdoor storage of materials hazardous to health and safety should be regulated • Enforce right-of-way use for gear storage and document existing rights-of-ways 	Short/ Medium	City, AEB
General Land Use Goal D: Protect ground and surface water in land use development			
LU--10	Promote proper installation and maintenance of on-site wastewater treatment systems for new development	Short	City, ANTHC



LU-11	Require measures that minimize offsite drainage during construction activities	Short/ Medium	City
LU--12	Develop a water quality monitoring program as land use development increases	Long	City, ANTHC, Tribal Governments
Residential Land Use Goal A: Encourage development of low cost housing for elders, young families, and employees			
LU-13	Evaluate the existing and new demand for multi-family housing for elders and young families <ul style="list-style-type: none"> Identify locations and funding programs for new multi-family housing The City and Tribes should team together to provide assisted living areas for elderly residents 	Short/ Medium	City, Tribal Governments
LU--14	Work with fish processors to anticipate needs for long term housing for families	Short	City, Trident Seafoods
Commercial Land Use Goal A: Ensure areas for commercial land use are adequate to meet anticipated needs			
LU--15	Continue to provide adequate area and reasonable utility service for commercial land use	Ongoing	City, TDX, GCI, TelAlaska
Commercial Land Use Goal B: Encourage the development of additional regional transportation for trade and recreational purposes			
LU--16	Complete airport certification and airfield enhancements that support larger carriers, improving volume and timeliness of goods to regional or national markets (also applicable for TR-8)	Short/ Medium	City, DOT&PF, AEB
LU--17	Work with air carriers to maintain predictable flight schedule and available seating (also applicable for TR--10)	Short	City, AEB
Public Lands Land Use Goal A: Encourage management of City and tribal lands in support of community goals			
LU-18	Identify key lands within the planning area that should be reserved for important community purposes including public access, airport expansion, water supply, and bulk fuel facilities	Short	City
LU-19	Support efforts to build a road to Sand Dollar Beach and Red Cove	Ongoing	ANCSA Regional and Village Corporations, Regional Tribes
LU-20	Finalize any 14(c)3 land exchanges <ul style="list-style-type: none"> The City should identify properties they wish to acquire The City should categorize those that have already been transferred (e.g. landfill) Agreement needs to be reached with the Corporation on the identified properties and future needs (e.g. city park) and finalize the process 	Short/Medium	City, ANCSA Village Corporations, BLM



Public Health, Safety, and Facilities (PS)

Public Safety Goal A: Provide an adequate level of service in the areas of public safety

PS-1	<p>Evaluate ways to provide adequate fire services</p> <ul style="list-style-type: none"> • Assemble a volunteer corps of certified firefighters • Include all road-accessible properties in fire service area • Identify areas that need fire hydrants and pursue development • Support fire service needs (obtain equipment and gear) in the Capital Improvement Program • Support fire service training programs • Acquire certified fire truck for the airport • Provide water collection for fire suppression at the landfill 	Medium	City, DOT&PF, AEB
PS-2	Implement a numbering system for Sand Point houses and businesses (also applicable for TR--5)	Short	City, DOT&PF
PS--3	Explore state and federal funding options for use in training fire, rescue, and EMS volunteers	Short	City, ANCSA Regional and Village Corporations
PS--4	Work with public and private entities to obtain grant money for public facilities, including a new Public Safety facility with offices, an ambulance bay, and a holding facility (also applicable to PS--7)	Medium	City, regional non--profit Native organizations, tribal governments, ANTHC
PS--5	Research ways to improve retention of public safety staff	Short	City, DCCED

Public Facilities Goal A: Provide sufficient public facilities to meet the needs of the community in cultural facilities, government administration, education, recreation, and utilities

PS--6	<p>Work with the community to identify a new cemetery location for future expansion</p> <ul style="list-style-type: none"> • Re--establish the cemetery committee 	Short	City, ANCSA Regional and Village Corporations, Tribal Governments
PS--7	Provide shelters to store public works equipment and the harbor fire boat (also applicable to PS--4)	Medium	City
PS--8	Evaluate the need and funding sources for a logistical support facility for staging regional maritime emergency response (also applicable for EN--5 and EN--8)	Medium	City, AEB, ANCSA Regional and Village Corporations

Public Health Goal A: Improve and expand social services related to youth, elders, and at risk populations

PS-9	Assess the need and available funding for the development of elder care and child care programs in the new clinic	Medium	City, AEB, ANTHC, ANCSA Regional and Village Corporations
PS-10	Pursue funds for resident opioid rehabilitation services and expand the clinic to accommodate rehabilitation services	Medium	City, ANTHC, Regional Tribal Organizations, DHHS



PS-11	Work with local and state authorities to interdict illegal drugs entering Sand Point	Medium	City, DOT&PF, State Troopers, airlines
PS--12	Work with local and regional organizations to establish food banks or other services that provide nutritious meals to at risk populations	Short	City, local and regional Tribal Organizations
Public Health Goal B: Protect the natural environment through use of public facilities and services			
PS-14	Upgrade community water, wastewater, and landfill facilities to minimize adverse impacts on the environment	Medium/ Long	City, BIA, ANTHC, DEC
PS--15	Continue efforts in the harbor area to encourage proper waste and waste oil disposal, and practices to minimize fuel and sewage spills (also applicable for PS-31)	Medium/ Long	City, BIA, ANTHC, DEC
PS-16	Incorporate objectives from the AEB Multi-Jurisdictional Hazard Mitigation Plan during community planning efforts	Ongoing	City, AEB, Div. Homeland Security, FEMA
PS--17	Continue organizing community clean--up days, and work with the Tribes to secure grants for larger backhaul projects (also applicable to LU-8)	Ongoing	City, Tribal Governments, ANCSA Regional and Village Corporations
Education Goal A: Increase opportunities for local employment			
PS--18	Assess vocational education program and needs <ul style="list-style-type: none"> Assess what exists and where Ask businesses what is needed 	Medium	City, AEBS, Tribal Governments, ANCSA Regional and Village Corporations, VOTEC
PS-19	Encourage local teacher training and hiring programs	Medium	City, AEB
PS--20	Support school facility improvements as needed associated with vocational training	Ongoing	City, AEB
Education Goal B: Address nutritional needs of students			
PS--21	Set up a school breakfast program, and expand lunch program for low--income families	Short	City, AEBS, ANTHC, QTT
Parks and Recreation Goal A: Expand recreation opportunities for residents and visitors			
PS--22	Evaluate the network of existing trails, and working with public and private landowners, identify location of new trails that could meet resident needs and contribute to tourism <ul style="list-style-type: none"> Address the responsibility for maintenance and enforcement of trespass concerns Evaluate feasibility of marine and land (trails) shelter cabins 	Long	City, ANCSA Regional and Village Corporations
PS--23	Conduct a thorough analysis of recreational needs to determine amounts and locations of lands to be dedicated for those uses	Short	City, ANCSA Regional and Village Corporations
PS--24	Develop a strategy to maintain recreation facilities, including involving the landowners and the private sector in the provision of recreational facilities and activities	Medium/ Long	City, AEB, ANCSA Regional and Village Corporations



PS-25	Evaluate the adequacy of sports activities for high school students and young adults, and look for new opportunities as appropriate	Ongoing	City, AEB
PS--26	Consider developing appropriate recreational ATV policy for access within city boundaries.	Long	City, ANCSA Regional and Village Corporations
Utilities Goal A: Ensure an adequate water supply for future economic and residential development			
PS-27	Evaluate the current water supply and distribution systems with regard to existing conditions leakages, adequacy of supply, and water shed protection	Ongoing	City, ANTHC, BIA
Utilities Goal B: Ensure that the wastewater system meets current and anticipated needs			
PS-28	Implement the 2016 CRW wastewater system report	Ongoing	City
Utilities Goal C: Improve the efficiency and maintenance of the solid waste system			
PS-29	Perform scheduled incinerator improvements to extend life, including new floor	Ongoing	City
PS--30	Encourage local businesses to install industrial-sized grease traps as appropriate to prevent fats, oils, and greases from entering City lift stations	Short	City, commercial and industrial customers
PS-31	Implement Harbor Land Use Plan recommendations regarding solid waste collection at the harbor (also applicable for PS-15)	Medium/ Long	City, DEC?
PS-32	Evaluate options to remove scrap metal and abandoned boats from the community	Short	City, AEB, ANCSA Regional and Village Corporations
Utilities Goal D: Develop efficient and alternative energy supply and distribution systems			
PS-33	Investigate feasibility of acquiring appropriate batteries for the wind generation facilities in order to take advantage of generating capacity	Short/ Medium	City, TDX, AEA
PS--34	Assess the need for electric power system improvements, including underground lines and distribution to the Trident plant	Short/ Medium	City, TDX
Utilities Goal E: Upgrade the community telecommunications system			
PS-35	Pursue expansion of telephone service within the planning area, including mobile and buried telephone lines	Short	City, GCI, TelAlaska, Interior Telephone, AT&T
PS--36	Evaluate the options of improving local internet services (also applicable for EN--2,)	Short	City, AEB, ANCSA Regional and Village Corporations
Transportation (TR)			
General Transportation Goal A: Enhance the safety and efficiency of the regional transportation system, integrating aviation and marine transportation			
TR-1	Work with AEB and DOT&PF to encourage regional transportation links, such as ferry and air	Short	City, AEB, DOT&PF



	services		
TR-2	Assess regional economic development opportunities and work with project proponents to identify transportation improvement priorities	Short -- Medium	City, AEB, ADOT&PF, SWAMC
Road System Goal A: Develop a safe and efficient road system within the planning area that enhances access to property;; generates economic opportunities for important transportation modal connections;; and enhances emergency response and evacuation capability during natural disasters			
TR-3	Continue to maintain existing roads regularly to reduce deferred maintenance costs, and evaluate all potential funding sources.	Ongoing	City, DOT&PF, BIA
TR-4	Prioritize improvements of roads for safety reasons <ul style="list-style-type: none"> • Address substandard curves, blind intersections and acute angle intersections, • Add fixed--source lighting to improve safety, particularly at primary intersections, along the main thoroughfare within the business district, and along pedestrian walkways 	Medium/ Long	City, DOT&PF, BIA
TR-5	Construct/maintain safe pedestrian trails along primary roadways	Short/ Medium	City, DOT&PF, BIA
TR-6	Install road name signs on all roads within the planning area, and coordinate with house numbers (also applicable for PS--2)	Short	City, DOT&PF
TR-7	Expand the road system in a cooperative manner, using municipal/state funds, BIA Indian Roads funds, or by the private sector as a cost of private development	Long	City, DOT&PF, BIA, ANCSA Regional and Village Corporations
TR-8	Support efforts to build a road to Sand Dollar Beach and Red Cove	Ongoing	City, ANCSA Village Corporations
Air Transportation Goal A: Ensure and enhance the future of air transportation in Sand Point by protecting and improving the existing airport and airfield surfaces, improving existing air service, and by encouraging development of Sand Point as a regional hub			
TR-8	Complete and certify safety and runway improvements (also applicable for LU-16)	Short/ Medium	City, DOT&PF, AEB
TR-9	Protect and maintain approach zones in accordance with Federal Aviation Administration guidelines	Short/ Medium	City, DOT&PF
TR-10	Work with regional airlines to improve predictability and capacity of air service to and from Sand Point (also applicable for LU--17)	Short	City, AEB, Regional Airlines
Marine Transportation Goal A: Finish planned harbor and dock improvements			
TR--11	Implement the recommendations of the Sand Point Harbor Land Use Plan regarding marine improvements in the harbor area	Medium	City, AEB, DOT&PF
TR--12	Upgrade and maintain harbor facilities and equipment as needed <ul style="list-style-type: none"> • Continue to regularly maintain the larger 150--ton boat lift and plan for eventual replacement • Complete Float A in the New Harbor 	Long	City, AEB, DOT&PF



	<ul style="list-style-type: none"> Wire gear sheds for electricity 		
TR--13	Prioritize improvements to aging harbor facilities such as the boat launch, shower facilities, harbor house, bull rails, and sheet pile	Medium/ Long	City, AEB, DOT&PF
Organization (ORG)			
Organization Goal A: Annual communication between the City and community cooperative partners (listed in Section 5.0) and others as necessary.			
ORG-1	Coordinate with community cooperative partners on capital projects	Short	City, AEB, Tribal Governments, ANCSA Regional and Village Corporations, Regional Non-Profit Corporation, Aleutia Seafoods, Trident Seafoods
ORG--2	Establish strategic planning coordination efforts on an annual cycle	Short	City, AEB, Tribal Governments, ANCSA Regional and Village Corporations, Regional Non-Profit Corporation, Aleutia Seafoods, Trident Seafoods
ORG--3	Coordinate with other organizations to revisit the application for City annexation	Medium	City, AEB, Tribal Governments, ANCSA Regional and Village Corporations, Regional Non--Profit Corporation

Table 3. Time Frame for Implementation Actions

No.	Ongoing	Short Term	Medium Term	Long Term
Economic Development (EN)				
EN-1		X		
EN-2		X	X	
EN-3			X	X
EN-4			X	
EN-5		X	X	
EN-6		X		
EN-7			X	
EN-8		X		
EN-9			X	X
EN--10			X	
EN--11			X	X
EN--12	X			
EN--13		X		



No.	Ongoing	Short Term	Medium Term	Long Term
EN-14		X	X	
EN-15		X		
EN--16		X	X	
EN--17			X	
EN--18		X	X	
EN--19		X		
EN--21	X			
EN--22			X	
EN--23		X		
EN--24			X	
EN--25		X	X	
EN--26		X		
EN-27		X		
Land Use (LU)				
LU-1		X		
LU-2	X			
LU-3		X	X	
LU-4			X	
LU-5	X			
LU-6		X		
LU--7		X		
LU--8	X			
LU--9		X	X	
LU--10		X		
LU--11		X	X	
LU--12				X
LU-13		X	X	
LU-14		X		
LU--15	X			
LU-16		X	X	
LU--17		X		
LU--18		X		
LU--19	X			
LU--20		X	X	



Public Health, Safety, and Facilities (PS)

PS-1			X	
PS-2		X		
PS-3		X		
PS-4			X	
PS-5		X		
PS-6		X		
PS-7			X	
PS-8			X	
PS-9			X	
PS--10			X	
PS--11			X	
PS--12		X		
PS-14			X	X
PS--15			X	X
PS--16	X			
PS-17	X			
PS-18			X	
PS--19			X	
PS-20	X			
PS--21		X		
PS--22				X
PS--23		X		
PS-24			X	X
PS--25	X			
PS--26				X
PS-27	X			
PS-28	X			
PS--29	X			
PS-30		X		
PS--31			X	X
PS--32		X		
PS--33		X	X	
PS-34		X	X	
PS--35		X		
PS--36		X		



Transportation (TR)				
TR-1		X		
TR-2		X	X	
TR-3	X			
TR-4			X	X
TR-5		X	X	
TR-6		X		
TR-7				X
TR-8	X			
TR-8		X	X	
TR-9		X	X	
TR--10		X		
TR--11			X	
TR-12				X
TR--13			X	X
Organization (ORG)				
ORG--1		X		
ORG-2		X		
ORG-3			X	

7.0 References

- American Community Survey (ACS), 2010, 2015. American Community Survey Five-Year Estimates. U.S. Census Bureau. Accessed June 2017. Available at: https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml
- Alaska Department of Commerce, Community, and Economic Development (DCCED). 2017. Community and Regional Affairs, Community Database. Accessed June 2017. Available at: <https://www.commerce.alaska.gov/web/dcra/ResearchAnalysis.aspx>
- Alaska Department of Fish and Game (ADF&G), 1993. *Noncommercial Harvests and Uses of Wild Resources in Sand Point, Alaska, 1992*. Technical Paper No. 226.
- Alaska Department of Transportation and Public Facilities (ADOT&PF), 2017. 2016-2019 Statewide Transportation Improvement Program (STIP). Amendment 2, approved April 20, 2017. Accessed June 2017. Available at: <http://www.dot.state.ak.us/stwdplng/cip/stip/>
- Aleutians Home Page (Aleutians Home), 2013. Aleutian
-

History. Accessed June
2017. Available at:
<http://aleutians.hlswilliway.com/Aleutians/html/aleutian-history.htm>

City of Sand Point

To: Glen Gardner, Mayor
City Council Members

From: Lamar Cotten, Interim Administrator

Date: February 3, 2018

Re: Implementation of Comprehensive Plan

Background

As with any planning process, there are three broad and crucial elements. First, community member discussions and input about Sand Point's future, secondly identifying future actions and lastly the implementation of such action steps.

Recommendations

In the document starting on page 45, there are listed 99 possible implementation steps. This is followed by a suggested time frame of action. Almost all suggested steps entail some level of city involvement-city funds or staff and elected officials time. Many of the actions are presently being conducted to some degree and perhaps with fewer of the key players and in a more informal way. The city needs to decide which of any actions it want pursue, in what order and to what degree of involvement.

Listed below are some of my recommendations to implement the plan's recommended action steps. As a first step, I have consolidated similar proposed actions into smaller grouping regardless of their initial categories.

1. **Community and Regional Fishery Issues.** *EN-1+EN-8+EN-12+EN-13+EN-16+LU-14+ORG-1+ORG-*. Initiate an annual or semi-annual working group meeting with the key fish players-private and public-on matters of similar interest. Ideally, try having such a first meeting in May or September. The success of such meeting(s) depends, at a minimum, on the usual list of key ingredients:
 - A. A realistic and concise agenda developed in advance of the meeting;
 - B. Realistic expectations of outcomes;
 - C. All meeting materials sent out well in advance of the meeting;
 - D. Attendance of key players willing to contribute;
 - E. A set of operational meeting rules; and
 - F. A possibly a chair person to keep things moving forward in a positive direction.

Possible discussion topics could include:

- A more in-depth discussion with Trident, Shumagin Corporation, and select local businesses concerning (1) possible new local businesses opportunities with new boat harbor, and (2) expanded upland development.
- A more in-depth discussion with Trident, local fishermen, City, AEB, tribes and others of select aspects fishery marketing.
- Revisit past value-added processing efforts. This would include local key players as well as SWAMC.

2. Tele-communications-Rock Quarry Development and Regional Hub for Mining Exploratory Work.

EN-2+EN3+EN4 and PS-35+PS-36. At this stage, the city should monitor and/or meet periodically with key players with such activities.

3. Training Program Opportunities.

EN-5+EN-11+PS-18+PS-19+PS-20. These issues focus on various state, tribal and federal training programs. As a starting point, the city should invite key state and possibly other players to give an overview of the various training programs at a council or public workshop.

4. Tourism development in Sand Point.

EN-22 through EN 27 and PS 22. If there is interest at a closer look at the development of tourism, a key first step is for local interested groups to hold an educational meeting with invited state and private experts.

5. A series of generally new city polices.

LU-1 through LU-12 and LU-16+LU-17+LU-18+ LU-20+PS-27 through PS 32+TR-1 through TR-13. Some issues require working with Shumagin and local tribes as well state and federal agencies. City finance allocation to any of these items would be accomplished by its budgeting process.

6. Housing Issues.

LU-13+LU-14. I would recommend inviting AHFC staff to give an overview of its nearly endless litany of housing programs. My view is that AHFC and other housing programs that can provide important assistance are often overlooked by communities.

7. Public Safety related issues.

PS-1 through PS-8. Evaluate and make a determination of community involvement.

8. Public health issue.

PS-1 through PS-8. Evaluate and make a determination of community involvement.

9. Health and Public Safety issues.

PS-10+PS-11. Evaluate and make a determination of community involvement.

10. Outdoor recreation opportunities for local residents.

PS-22 through 26. Evaluate and make a determination of community involvement.

11. Electric power development.

PS 33-34. Evaluate and make a determination of community involvement.



EASTERN ALEUTIAN TRIBES

3380 C Street, Suite 100, Anchorage, AK 99503

(907) 277-1440 ♦ Fax: (907) 277-1446

www.EATribes.org

March 7, 2018

Glen Gardner, Mayor
City of Sand Point
249 Main Street
Sand Point, AK 99661
FAX: 907-383-2698

RE: Tobacco Prevention and Control Community Based Grant

Dear Glen Gardner,

Eastern Aleutian Tribes (EAT) is working on submitting a 3-year grant application to the State of Alaska for a Tobacco Prevention and Control Community Based Grant. In the past, our eight communities have received tobacco prevention services from Bristol Bay Area Health Corporation, but now we are applying to provide direct services.

According to the Alaska Native Tribal Health Consortium, which probably has the most recent data regarding our patients, 42.2% of adults smoke cigarettes. According to the State of Alaska, an estimated 30.4% of adults currently smoke cigarettes in our region, which is higher than their statewide estimate of 21.1%. At our clinics, we have seen an increase in tobacco-related diseases and disorders. We have a Cancer incidence rate of 536.6 per 100,000 people, whereas the statewide average is 498.9. The leading cause of death in our region is Cancer.

We have scheduled a Question and Answer Planning Call-in Meeting for Thursday, March 15, 2018 1:30pm to 2:30pm. During the meeting, we will listen to your concerns about tobacco use in your community, present our goals and objectives for the first year, and work together with you to revise the goals and objectives to meet your concerns and/or ideas. The call in number is 1-800-315-6338, Code #19991 or you can meet with us in person at our Anchorage Office at 3380 C Street, Anchorage, AK 99503. You are also welcome to call or email me any time with your concerns and/or ideas.

We would greatly appreciate your support. Attached is a signed MOA between our two entities. If the MOA looks okay to you, please sign and return. Please return the signed MOA by end of the day on **Friday, March 16, 2018**. If you have any questions or edits, please contact me at 907-564-2510 or JenniferH@EATribes.net.

Sincerely,

Jennifer D. Harrison, CEO

Working Together to Promote Healthy Communities

Adak ♦ Akutan ♦ Cold Bay ♦ False Pass ♦ King Cove ♦ Nelson Lagoon ♦ Sand Point ♦ Whittier

Memorandum of Agreement (MOA)

Eastern Aleutian Tribes and City of Sand Point

I: Purpose: The purpose of this MOA is to prevent tobacco use in Sand Point, Alaska. Eastern Aleutian Tribes (EAT) provides and continually improves quality services in all aspects of healthcare, supporting the wellness of our people and communities. EAT and City of Sand Point have worked together since 1991 to promote healthy communities.

EAT and City of Sand Point are concerned about the status of tobacco use in Sand Point, Alaska. Both parties are aware that exposure to secondhand smoke places community members at risk for tobacco-related diseases.

The agencies in this agreement seek to reduce tobacco's impact within Sand Point, Alaska. The partnership intends to address these primary objectives:

- Conduct an assessment on potential strategies to prevent youth from starting tobacco
- Protect the public from second-hand smoke at the City-owned Clinic
- Promote cessation of tobacco use among youth and adults

II: Roles and Responsibilities:

Through continued coordination of our efforts and partnership we will realize our organization goals. Over the next three years, it is our intent to fulfill the following responsibilities:

Eastern Aleutian Tribes will:

- Provide leadership in implementing tobacco prevention and control efforts
- Work with local and statewide partners to support statewide media messages
- Advocate for smoke-free and tobacco-free policies within our organization and communities

City of Sand Point will:

- Provide stakeholder representation and support for tobacco prevention and control efforts
- Collaborate with Eastern Aleutian Tribes in the placement of information materials, media, and other promotional activities focused on awareness of the dangers of second hand smoke, preventing tobacco use initiation, and promoting tobacco cessation resources
- Advocate for smoke-free and tobacco-free policies within our organization and community

Both Organizations will...

- Work toward the mission for all Alaskans to live healthy and tobacco free lives,

- Promote Alaska's Tobacco Quit Line (1-800-QUIT NOW) as a resource for all community members

III: Termination of this Agreement

Either party may terminate this agreement by providing the other party thirty (30) days written notice.

Signed on this 7th day of March 2018



Jennifer D. Harrison
Chief Executive Officer
Eastern Aleutian Tribes

Glen Gardner
Mayor
City of Sand Point

PUBLIC COMMENTS

COUNCIL COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

FYI



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

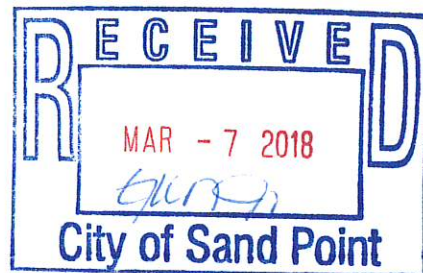
Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

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

March 1, 2018

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



Dear Municipal Official:


I am pleased to announce the payment amount for the FY18 DCCED Shared Fisheries Business Tax for FMA 3: Alaska Peninsula Area for the City of Sand Point. The total payment amount is \$54,652.91, which is comprised of the allocations for the Fisheries Business Tax \$5,2974.27 and the Resource Landing Tax \$1,678.64.

This payment must be used to help reduce the effect of fisheries business activities on your municipality, which may include the expenses of any municipal service.

The payment was requested on March 15, 2018 and it should be processed shortly. If you do not receive your payment by April 15, 2018, please contact me. If you have previously signed up for electronic payments (ACH), the funds will go directly into your bank account that you established. If you do not have direct deposit, a check will be mailed to the municipal address on record.

If you have questions regarding this payment, please feel free to contact me by telephone at 907-451-2718 or you may email me at: kimberly.phillips@alaska.gov.

Sincerely,


Kimberly Phillips
Grants Administrator II

ADMINISTRATOR CANDIDATES

BARTOW DANIEL III

Bartow D. Daniel III

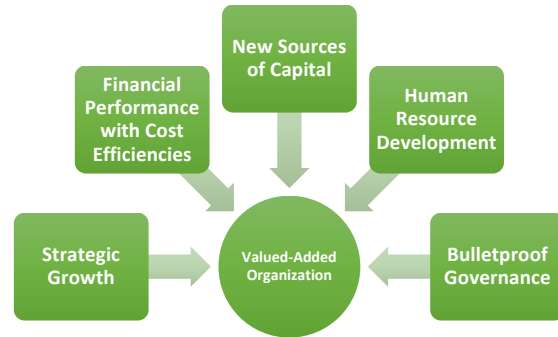
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bartow.daniel3@gmail.com
(907) 795 -9430

3051 South Bank Circle
Wasilla, Alaska 99654

CHIEF OPERATING OFFICER

In a dynamic and highly competitive business landscape, offers the unique ability to create value by **combining...**

- ✓ **Strategies** for new and existing business growth.
- ✓ Sustainability through **financial performance** and cost efficiency.
- ✓ Access to **new capital**.
- ✓ Human Resource development **empowering future growth** and opportunities.
- ✓ Quality and service that **builds brand reputation**.
- ✓ Bulletproof governance that maintains a strong control environment to **maximize resources**.



...into a vibrant **value-adding** organization that is based on the shared mission, vision and values of core stakeholders.

EXECUTIVE EXPERIENCE

HOPE worldwide LTD., Health and Social Services Division

Director of International Health Care Operations.....2012 - Present

HOPE worldwide is a faith-based US 501(c)(3) non profit organization with programs in more than 60 countries. The Health and Social Services Division, one of three divisions is responsible for all health care operations. Health and Social Services has almost 800 employees under management, with a combined budget of \$14,000,000 managing two hospitals and three clinics in both Cambodia and Bolivia.

Leadership Impact

Turned around a deeply troubled division that was in a downward spiral of lost donor funding, reductions in services, and employee misappropriations.

Opportunity

Cambodia health care operations were a fatigued business model of foreign dependency for funding and leadership; this was accentuated by the loss of the division's largest donor. Organizational culture had stagnated into systemic theft and graft. Talented national staff were leaving the organization because a lack of career progression. The division's morale and confidence was low due to future uncertainty.

Strategy

With the division's future threatened by an exodus of funding, resources and staff, developed a three pronged transformation strategy that addressed culture, revenues and employee development. This strategy used a social enterprise approach to develop new revenue streams eliminating foreign donor dependence. The second prong involved a significant change of culture to realigning the programs with the mission, using the COSO framework as a road map to corporate ethical behavior. Finally, a leadership development program establishing personal vision and training opportunities for talented local staff was created.

Representative Achievements

- New “Social Enterprise Model” generates \$9,000,000 annual patient revenues eliminating foreign dependency.
- Generates \$2,000,000 in free care each year fulfilling mission.
- Employee theft dropped from over \$100,000 annually to less than \$10,000.
- Employee turnover decreased from 24% to 11%.

Angel Medical Holding Group

Chief Operating Officer & Chief Financial Officer.....2009 - 2012

The Angel Medical Holding Group is a privately held, for-profit, domestic Chinese healthcare group in Western China, specializing in maternal child health. The focus of the Angel Medical Group high touch obstetric and delivery services to China's emerging middle and upper class. The Angel Group has 15 hospitals, covering a geographic region from Yinchuan to Lhasa, to Kuming to Chongqing. The Angel Hospital Group had annual operating revenues of ¥225 Million RMB. The Angel Medical Group Hospitals have received Joint Commission International Accreditation.

Leadership Impact

Implemented international best practice healthcare management and quality systems in a new innovative Chinese hospital group serving western China.

Opportunity

With the emerging middle class in China, there has been a growing demand for high end medical services. Prenatal care has historically been non-existent and maternity care has been 40 years behind international standards. Pain management has been largely unavailable through out childbirth. Deliveries have taken place in large ward settings with up to 20 women in one room in various stages of delivery. Childbirth has been institutional rather than a family celebration of life. This growing middle class demand created a niche for international maternity services.

Strategy

The Angel Hospital Group strategy is to deliver maternal child healthcare in a patient and family centered setting. This has been accomplished through prenatal care and a Labor Delivery Room (LDR) model that makes the patient feel like they are in their own home. The care delivery model is “high-touch” concierge medicine.

A significant challenge to this strategy was the existing healthcare provider culture in China. China's healthcare culture has been more physician and employee centric rather than patient centered care. Quality was more of a subjective feel rather than a qualitative framework. The healthcare culture of the leadership had to be re-calibrated to become both patient centered and quality data driven. This was accomplished by taking the Board of Directors and Executive leadership to visit leading hospitals through out the US. This was also accomplished by the adoption of Joint Commission International Standards.

Representative Achievements

- *Design, construction and opening of Angel Hospital – Kuming*
- *Joint Commission International Accreditation - June 2012*
- *Series A Funding – September 1, 2010*

The Morning Sun Center of Hope

Founder and CEO.....2007 - 2008

The Morning Sun Center of Hope was China's first children's charity hospital. The hospital was located in Zhengzhou, China serving central China. Donor funding was supported by a newly created 501(c)(3) in the US and corresponding non-profit in Hong Kong.

Leadership Impact

Created the vision and leadership to open China's first charity hospital serving children through out central China.

Opportunity

In the late 90's while China's economic engine was building, there grew a significant split between urban and rural China. Rural China, accounting for 70% of the population significantly, extreme poverty still existed with limited access to social services. Rural healthcare was largely non-existent and this had a disproportionate effect on children and this was one of the leading causes of abandonment at China's orphanages. Defying conventional wisdom, our research found that 57% of China's orphans were boys, 95% of the orphan population had special needs children and the average age at abandonment was 9 months. From this we developed the conclusion that if we could provide free care to children, we could reduce child abandonment in China. Because of this, my wife and I decided to establish the first charity hospital in China.

Strategy

Using personal savings, corporate social responsibility grants and private donations, established a US based 501(c)(3) non profit organization, a Hong Kong Non-profit and a Chinese based special purpose entity. Entered into a public-private partnership with the Henan Ministry of Civil Affairs and the China Center for Children's Welfare and Adoption. Secured abandoned hospital building.

Representative Achievements

- *Opened the Morning Sun Center of HOPE Children's Hospital in March 2008*
- *Established and infant nutrition program, providing medical care and formula for every social welfare institute (state run orphanages) in the Henan Province. This represented 14 orphanages throughout the largest province in China (Henan province has a population of 120,000,000).*

Ultimately, The Morning Sun Center of Hope Children's Charity Hospital was not sustainable. While we opened the hospital when the Sichuan Earthquake occurred in May 2008, our corporate funding was diverted from The Morning Sun Center of Hope to earthquake relief efforts in the Sichuan Province. In addition, during 2008, with the start of the global recession, it became increasingly difficult to maintain our monthly operation budget from personal donors. Because of this our Board made a decision to cease operations.

Chindex International, United Family Division

Chief Financial Officer.....2003 - 2007

Chindex International is a US publicly traded medical company with operations mainly based in China. United Family Hospitals is the healthcare services division of Chindex, comprising 80% of Chindex's operations. United Family Hospitals has \$35,000,000 in annual revenues, with almost 900 employees. Chindex was taken private and delisted from NASDAQ in September 2014.

Leadership Impact

Established long-term financial strategy to enable growth into newly opened markets in China through securing new funding and creation of network model supporting multiple facilities located throughout China.

Opportunity

In 2003, while China was opening up, the SARS epidemic hit Beijing, shutting down many hospitals. United Family Hospitals, still in a very early stage of development with only one hospital was in turmoil. The division had just experienced a complete turnover of executive management. Because of SARS, volumes were down 40%. The system was heavily leveraged in short-term debt barely able to meet current obligations. A new hospital in Shanghai was under development, but had stalled due to lost construction funding. The organization was impaired by resource constraints.

Strategy

The division needed to survive the SARS epidemic, stabilize the management team, access new capital and develop a network infrastructure to support growth. Developed a short-term strategy to bring in working capital to weather

SARS. Developed long-term strategy to bring in new capital, drive revenue growth and build network infrastructure to support growth targets.

Representative Achievements

- Grew top line revenue by 22% year-over-year while maintaining a 24% EBDITA margin.
- Restructured balance sheet driving current ratio from 1.2 to 3.4 through \$1,000,000 5-year note from HSBC.
- Opened Shanghai United Hospital by securing \$8,000,000 in new construction financing from International Finance Corporation.
- Funded future expansions into Guangzhou, Tianjin, Qingdao and home health by bringing in new capital with a \$100,000,000 combined debt-equity issue with JP Morgan, IFC and KFW.
- Increased Chindex's market cap from \$39 million to \$82 million in four years.

Alaska Native Medical Center

Director of Financial Operations1999 - 2002

\$130 Million USD 150 bed tertiary care hospital with 1,300 employees owned by Alaska Native Tribal Health Consortium serving the Alaska Native Population for the entire State of Alaska.

Leadership Impact

Served as the first CFO for the Alaska Native Medical Center implementing a strategy of third party revenue billing and increasing the market share of Alaska Natives and American Indians using ANMC rather than other competitor facilities.

Opportunity

In 1999, under P.L. 638 Tribal Compacting, ownership of the Alaska Native Medical Center was transferred from the Indian Health Services to the Alaska Tribal Health Consortium and South Central Foundation, allowing the native community to take complete control of their healthcare services. While ANMC continued to receive core revenues from the Indian Health Services, it was also in a position to significantly increase resources by billing third party payors such as Medicare, Medicaid and commercial insurance.

Strategy

The strategy was to maintain the same level of federal funding while increasing revenues through billing third party insurance. Another strategy was to maintain cost efficiencies by using a variable cost based demand strategy that linked overall volumes with costs to insure that margins were maintained.

Representative Achievements

- Grew annual operating revenues by 15% annually.
- Implemented new health information system.
- Implemented volume based budgeting system.
- Performed charge master overhaul resulting in 8% revenue increase.

NON - EXECUTIVE EXPERIENCE

1997-1999	Assistance Controller	Alaska Regional Hospital, Anchorage, AK
1993 -1996	Financial Analyst	Graham Windham Services to Families and Children, New York, NY
1987 - 1993	Senior Staff Accountant	Coltene Whaledent, New York, NY
1985 - 1987	Internal Auditor	Florida Medicaid Program, Tallahassee, FL

EDUCATION

1982-1985	Flagler College, St. Augustine Florida	Bachelor of Arts in Accounting, May 1985
1985	University of North Florida	Graduate Level Classes, Non- degree status

Bartow D. Daniel III

https://www.linkedin.com/in/bartowdaniel
 bartow.daniel3@gmail.com
 (907) 795 -9430

3051 South Bank Circle
 Wasilla, Alaska 99654

REFERENCES

Company	Name	Title	Address	Phone Number	Email
HOPE Worldwide Ltd.	Mr. Randy Jordan	President & Chief Executive Officer	Chief Executive Officer NC Association of Free & Charitable Clinics 1399 Ashleybrook Lane, Suite 110 Winston-Salem, NC 27103	(610) 247-3957	randy@ncafcc.org
HOPE Worldwide Ltd.	Mr. Keith Rose	Chief Operating Officer	4231 Balboa Ave #330, San Diego, CA 92117	(310) 403-8792	Kieth.rose@hopeww.org
HOPE Worldwide Ltd.	Mr. Jason Reinhardt	Cambodia Country Director	EVP - Sales and Product Line Mgmt, Lumentum 1638 Peachwood Ave, San Jose, ca 95132	(508) 423-0285	jason.t.reinhardt@gmail.com
Angel Medical Holding Group	Mr. Bill Marshak	Chief Commercial Officer – US Consulate – Chengdu (Retired)		(206) 399-7582	wmarshak@yahoo.com
Angel Medical Holding Group	Dr. Michael Moreton	Consulting Pediatrician	153 Bellefair Ave Toronto ON M4L 3V1 647 830 9973	(647) 830 9973	drmjmoreton@gmail.com
The Morning Sun Center of HOPE	Mr. David McIntyre	External Advisor	GPO Box 6676 Hong Kong	+852-9457-7585 +1 (408) 332-8431	Dgm@stovokorinc.com
United Family Hospitals and Clinics	Dr. Andrew Nevin	President UFH	Advisory Partner and Chief Economist PwC Nigeria 5B Water Corporation Road Victoria Island, PO Box 2419 Lagos, Nigeria	+234 (1) 271 1700 Ext 42001 Mobile: +234 8060 593 528	andrew.x.nevin@ng.pwc.com
Chindex United Family Hospitals and Clinics	Ms. Xue Wen	Senior Vice President, Finance	No. 2 Jiangtai Lu, Chaoyang District Beijing, China 100016	+86-10-59277046 Ext. 7046 Mobile: +86138010985121	Xue.wen@ufh.com.cn
United Family Hospitals and Clinics	Ms. Sim Hou	UFH Controller	No. 2 Jiangtai Lu, Chaoyang District Beijing, China 100016	+86-10-59277072 0086- +86139010624571	Simon.hou@ufh.com.cn
United Family Hospitals and Clinics	Ms. Sylvia Pan	Vice President and General Manager, North China Market	No. 2 Jiangtai Lu, Chaoyang District Beijing, China 100016	+8613710196031	Sylvia.pan@ufh.com.cn panzhy71@yahoo.com
United Family Hospitals and Clinics	Mr. Alex Carlson	VP, Revenue Cycle Operations United	Xi Tai Lin lu 158 Lane Building 202 Apartment 602 Shanghai, China	+8615900900363	carlsonw_5@hotmail.com

		Family Healthcare			
Alaska Native Medical Center	Mr. David Keith	Chief Operating Officer Alaska Native Medical Center	CEO McAlester Regional Health Center McAlester, OK 74501	(908) 421-9140	dkeith@mrhcok.com
Alaska Native Medical Center	Mr. Chris Freed	Controller Alaska Native Tribal Consortium	3311 SE 28th St. Okeechobee FL 34974	(863) 447-3886	cfreed500@gmail.com

JORDAN KEELER

8333 South Valley Highway, Apt 513
Englewood, CO 80112

1.11.2018

Hon. Glen Gardner, Jr.
City of Sand Point
249 Main street
Sand Point, AK 99661

Mayor Gardner, Jr.,

I am asking for your consideration for the position of City Administrator for the City of Sand Point. My work experience has allowed me to participate and lead in many areas and develop the necessary skill to serve as city administrator. I have the experience described in the job posting on the City of Sand Point website. My background includes daily administration, finance and budgeting, drafting and revising ordinances for a vote, infrastructure development and planning, running meetings and serving as a liaison between elected officials, staff and community.

My mentor always preached 'If they don't like the messenger, they won't hear the message,' and I have adopted his mantra. I have had the opportunity to work with a wide array of citizens, community groups, agencies and billion-dollar corporations who had divergent interests; balancing their inputs is rarely easy. Still, by working hard to keep open lines of communications and acting as a fair and impartial arbiter, I have been able to navigate contentious issues and maintain positive working relations with various groups. Even when unable to meet the request of groups, having that positive relationship has proven to be beneficial when working with the various interests when new issues arise.

I have included my resume to further highlight my background and experience and to give a better of context of the abilities and skills I would bring to this role.

Having the skills and experience to fill the role of City Administrator, I look forward to meeting the city council for the opportunity to discuss how I can serve the community, staff and city council while integrating myself into your community.

Sincerely,

A handwritten signature in black ink, appearing to read 'JFK', enclosed within a hand-drawn oval.

Jordan F. Keeler

Jordan F. Keeler

Englewood, CO | (907) 726-7234 | jordan_keeler@yahoo.ca

Experience

Product Manager, ibex digital Castle Rock, CO 2014 – Present

- **Project Management:** Led development of new telecom sales platform for internal and client use, established timeline and product release phases, tracked progress and assigned tasks using project management software, wrote technical documentation for the sales platform, conducted QA testing before releases, worked directly with nationwide telecoms on technical requirements and balanced demands and resources of internal departments
- **Client Services:** Worked directly with clients to ensure smooth and timely integration of new sales platform and away from existing platforms, demonstrated new features for clients, provided technical and reporting assistance, incorporated client feedback into improvements and upgrades to sales platform

Executive Director, Native Village of Chenega Anchorage, Alaska 2012-2013

- **Finance and Budgeting:** Preparation and presentation of annual budget for the tribe and tribally-run utilities based on revenues from user fees and pass-through funding, responsible for daily finances and monitoring finances, eliminated tribal deficit through re-bidding of services, and revised utility charges to approximate actual costs
- **Personnel Management:** Managed full-time office staff, four part-time public works employees along with several on-call staff, reviewed applications and interviewed potential employees, revised salary and benefits based on budgets, introduced changes to personnel + procedures policy manual
- **Grant Management:** Oversaw all grant management and reporting, brought tribe's federal grant reporting into compliance, identified reimbursable expenses in old grant reports, registered tribe with federal reporting and payment systems
- **Ordinances and Resolution:** Located missing and incomplete ordinances and resolutions for tribe and tribally-run utilities, reviewed tribal ordinances and resolutions for conflicts, and wrote and presented new ordinances and resolution to the Council for review and action

Community Development Coordinator, Lake and Peninsula Borough King Salmon, Alaska 2008-2012

- **Borough Comprehensive Planning:** Led the effort to update the borough (county equivalent) comprehensive plan that covered 18 communities spread over 39,000 square miles, conducted baseline research for comprehensive plan, organized and facilitated community meetings in all villages for comprehensive plan, and supervised consultants to monitor project deliverables and budget.

- Capital Projects: Collaborated with borough manager and engineers on project funding, design, federal and state permitting, writing RFPs, bid review and construction management on projects totaling over 7 million dollars.
- Land Use Planning and Regulation: Reviewed development permits and plats, led planning commission meetings, worked with borough attorney to revise land and development ordinances, administered 100,000 acres and 13 commercial leases as borough land manager.
- Coastal Management Oversight: Administered the borough's coastal management plan, conducted coastal consistency reviews, worked with consultant on revision of local plan, and participated in statewide regulation revisions.
- Emergency Management Planning: Served as emergency manager, completed hazard mitigation plan, created new emergency operation plan with consultants, participated in Alaska Shield 2012, Certified in Incident Command System ICS-100, -200, -300, -400, -402, -700, -800

Professional Skills and Memberships

Permitting at local, state and federal levels

Issue and policy analysis on topics ranging from proposed state legislation to land use regulation and large-scale resource develop impacts

Crafting, issuing, and evaluation of RFPs and Project Management

Wrting, including technical writing and press releases

Organizing and leading meetings in diverse communities

In numerous local and regional planning, economic development and emergency management committees

MS Office, SQL databases, and project management software

Other Work Experience

- *English and Social Studies Teacher, Kingdom of Tonga, 2006*
- *Commercial Recreation Industry, Alaska 2007*
- *Air Taxi and UPS contractor, Alaska 2008*

Education

McGill University, Montreal, Quebec, Canada

B.A. in Politics and Minor in History, 2005

IURA LEAHU

Iura S Leahu

8542 Steep Place, Juneau, Alaska 99801, 907-268-7833 ileahu@gmail.com

January 21, 2018

City of Sand Point
City Administrator Recruitment
3380 C Street, #205
Anchorage, AK 99503

Forwarded via email to cityadmin@sandpointak.org

Dear Hiring Manager and Members of the City Council,

I am writing this cover letter to propose my candidacy for the position of City Administrator as advertised on the city's website and at the recommendation of Melissa Taylor, Deputy Director of the Division of Community and Regional Affairs.

I am applying for this position because I believe that a combination of my personality, education and over 7 years of work experience in the field of public administration make me a great candidate for this role.

For the past 7 years, I have been employed in the Local Government Specialist and Rural Utility Business Advisor positions, where I am required to advise and provide governmental and technical assistance to municipalities, tribal entities, and local non-profit community associations across Alaska. My work involves all aspects of public administration, governance, and municipal powers, including elections, financial management, city ordinances, codes and codification, conflict of interest and open meetings act.

As highlighted in my resume, I have traveled over 120 times to rural communities to assist and work together with mayors, city administrators, city clerks, treasurers and finance directors on preparing and keeping balanced and realistic budgets, starting and keeping various construction and management projects on track, and at the same time, researching, writing, and applying for state and federal grants and funding.

I like to think that I am an attentive, humble, innovative, and forward-thinking person. But no job could have been done without the people I worked with and without understanding the dynamics of team work and its importance in real life. I would like to have the opportunity to show you in practice my dedication to the field of local administration and governance.

Most importantly, I believe that local governments are the backbone of our State and Nation and they can govern responsibly. I believe that local governments can be self-sufficient and are when they promote and create locally-driven strategic initiatives to increase economic activity and promote economic development. My work experience and educational background will help me work and lead your city office in such direction.

I look forward to our interview and hope to have the chance to talk more about how my skills, knowledge and abilities may be put to good use by your organization. Thank you so much for your time and consideration.

Best regards,


Iura S Leahu

Iura S Leahu

8542 Steep Place ♦ Juneau, Alaska 99801 ♦ 907-268-7833 ♦ ileahu@gmail.com

public administration and finance ♦ policy analysis ♦ state and local government affairs

8 years of progressive specializing in municipal incorporation, organization, administration and finance

Trilingual local government specialist advising and providing technical assistance to boroughs, cities, tribal governments, non-profit civic associations and Indian reserves in various areas of public administration and governance as well as management of water and wastewater utilities.

Diplomatic, personable, motivated with a demonstrated history of producing high-quality work and meeting stringent state and federal deadlines.

PROFESSIONAL EXPERIENCE

Local Government Specialist III - Nome and Juneau, AK/December 2010 – present; **State of Alaska, Division of Community and Regional Affairs**

Good Governance and Public Administration

- Provided governmental and technical advice and assistance to over 20 municipalities, 10 non-profit associations, and over 10 Alaska tribal governments and the Metlakatla Indian Reserve on all aspects of public governance and administration, including governmental, administrative, fiscal, and legal matters involving powers exercised by Alaska local government units.

State Administrative Regulations

- Spearheaded a state regulation project involving administration of a 90 million community assistance payment program;
- As a regulation expert oversaw and assisted with a 2.5 million shared fisheries business tax and fishery resource landing tax allocation program, 10.6 million payment in lieu of taxes program, and over \$530,000.00 national forest receipts and secure rural schools program payments to municipalities, reserves and communities in Alaska.

Capacity Development and Sustainability

- Conducted over 20 onsite water and wastewater management capacity assessments under the federally and state sponsored Rural Utility Business Advisor Program to ensure utility systems are viable and sustainable in a long run;
- Developed management capacity work plans; presented, assessed progress and outcomes on work plans;
- Conducted water, wastewater and solid waste disposal rate studies; evaluated and awarded best practices scores to over 20 water and wastewater utilities participating in state and federal funding programs.

Training and Publication Development

- Organized, directed, and presented 8 (RUBA) management courses in various hub communities in Alaska; covered utility clerk, governing body, financial, operations, organizational and personnel and planning management for rural utilities;
- Held one-on-one/small group workshops with local government staff and local governing bodies.
- Developed standardized technical assistance publications materials and courses on local government issues, including the Organizational Management for Rural Utilities Manual, RUBA Instructor Program Standard Operating Procedures; drafted Bulk Fuel Storage Facility Administrative Best Practices Scoring Guidebook and Drug and Alcohol Testing by Employers in Alaska Memorandum.

Local Policing and Code Enforcement Reform

Areas of Expertise

Public Administration

Good Governance

State Administrative Regulations

Policy Analysis and Strategy

State Law and Regulations

Capacity Development and Training

Local Policing and Code Enforcement

Advisory Board Experience

*Port Commissioner, City of Nome,
AK Nome Port Commission –
2012-2015*

Iura S Leahu

8542 Steep Place ♦ Juneau, Alaska 99801 ♦ 907-268-7833 ♦ ileahu@gmail.com

- Organized, coordinated state interagency efforts to implement the Alaska Rules of Minor Offense Procedure established by order of the Supreme Court of Alaska to provide for the just, secure, simplified, and uniform determination of cases;
- Advised and assisted cities like Shishmaref, Hydaburg, Koyuk, Stebbins with transition to using district courts to enforce local laws and collect on municipal fines and penalties as per the Alaska Supreme Court Rule.

Children Services Specialist III – Anchorage and Saint Mary's, AK;
February 2008 – December 2010, **State of Alaska, Office of Children's Services**
Employee Supervision

- Supervised 3 employees in rural Alaska in a work environment with heavy workloads, limited human resources, constant and frequent interruptions;
- Planned, organized and monitored workers' caseload and workload.

Child Safety Investigations and Weekly Court Appearances

- Investigated over 350 reports of harm to children, including interviewing children, family members, and collateral contacts in less than 290 work days;
- Submitted over 25 children-in-need-of-aid reports (submitted within 24 hour) and testified in courts as an investigator, expert, and case manager on state interventions and activities involving ongoing cases.

Child Permanency Planning

- Developed case plans and managed foster care placement and supervision, permanency planning, adoption/guardianship placement;
- Collaborated with ICWA workers, tribal entities, and community partners to identify and remove safety threats to children in need of aid.

Immigration Services Coordinator – Silver Spring, MD – January 2006 – July 2007, **L&G Immigration Consultants**

Supervision and Coordination of Immigration Placement Program

- Coordinated with non-profit, local, state, and federal agencies entrance of immigrants into the US and assistance on post-arrival services and case management;
- Monitored and evaluated reception and placement program activities at site level like housing, renting; working with landlords and affordable housing agencies to place refugees;
- Supervised collection, preparation, and analysis of reception and placement financial reports;
- Provided counseling on cultural adjustment and assimilation in the U.S.; - Provided paralegal assistance through every stage of asylum and refugee status.

Graduate Assistant to International Student Advisor – Muncie, ID June 2004 – December 2005, **Ball State University, Center for International Programs**

Support Services to International Students

- Provided application support services to international students and assisted immigration services forms;
- Reviewed and drafted new policies regarding communication between Fulbright graduate students, faculty and staff;
- Assisted in review and application of U.S. immigration laws, like F and J visa regulations and status related policy;
- Maintained SEVIS reporting procedures for incoming students and compliance with F and J SEVIS reporting.

EDUCATIONAL BACKGROUND

Masters of Public Administration Ball State University, Muncie, IN 2004-2005

Bachelor of Science, Legal Studies State University of Wisconsin, Superior, WI 2000-2004

Honors & Awards

2015 – Governor's Denali Peak Performance Award - Customer Service Excellence Team – DCRA/LGA

2015 – State of Alaska – Certificate of Appreciation for 8 years of Service to People of Alaska

2012 – Governor's Denali Peak Performance Award – Exceptional Performance Team – DCRA Fuel Watch

IRINA MOROZOVA

Irina Morozova, CPA
1029 W 16th Avenue
Anchorage, AK 99501
Cell: (720) 357-4147
Email: morozova_i@hotmail.com

March 6, 2018

Dear City Council Members,

This letter concerns the City Administrator position for the City of Sand Point. I believe that I have the necessary credentials and would like to be considered for this position.

I feel I am a good fit for the City as I hold a CPA license and have many years of public accounting experience. I have been a consultant for the City's accounting department for almost four years and am very familiar with the City's operations. I love the Sand Point community and am delighted to be part of it twice a year when I come to help with accounting projects and audit preparation. I always look forward to my next visit. I enjoy working with Glen, Krista, Shannon and Kurtis. I also stay connected with them when I go back to Anchorage and assist with questions and projects when they need my help.

As indicated in my enclosed professional resume, I have a small consulting practice and help organizations, including Native corporations and villages, with accounting, tax, and planning. Also, I worked as an auditor at Mikunda, Cottrell & Co (now BDO), where I performed audits for various businesses and governmental entities, including Rural Alaska organizations. I also worked as a controller for several businesses in Russia where I was responsible for financial statements preparation, reporting to the tax authorities, budgeting, and financial forecasting. I also supervised the accounting department team and was responsible for personnel within the department.

I am highly motivated, energetic and reliable, and produce high quality work. I feel that I can bring my diverse experience to the City.

I would appreciate an interview to discuss the possibility of getting the City Administrator position. Please use the contact information provided at the top of the page. Thank you for your time and interest. I look forward to hearing from you in the near future.

Sincerely,

Irina Morozova

Attachment: Professional Resume

IRINA V. MOROZOVA
1029 W 16th Ave, Anchorage, AK 99501
Cell: (720) 357-4147, email: morozova_i@hotmail.com

EMPLOYMENT HISTORY:

VIP TAXES & CONSULTING, LLC Anchorage, Alaska	Owner	1/2013-present
Consulted businesses, governmental and non-profit entities in various accounting, finance, income and payroll tax, and business matters		
Provided audit preparation assistance to governmental entities		
Provided sales tax compliance assistance		
Prepared grant analysis work papers for the audits		
Provided assistance with various quarterly and annual reports, reconciliations and compliance with federal and state regulations and statues		
Provided training to accounting personnel		
Prepared federal and state corporate, partnership and individual tax returns		
Provided assistance and representation with various IRS issues with regards to income and payroll taxes		
Performed tax research and planning		
F.M. STRAND & ASSOCIATES, P.C., Certified Public Accountants Anchorage, Alaska	Tax Manager	9/2006-6/2013
Reviewed tax preparation work of professional staff		
Provided training to new professional staff		
Monitored tax legislation, regulations, rulings, etc. and kept clients informed of tax developments that affect their business		
Performed tax research and planning		
Prepared federal and multi-state corporate tax returns for construction companies		
Prepared complex consolidated tax returns		
Prepared corporation, partnership and individual tax returns		
Prepared financial statement income tax provisions		
ALASKA HOUSING FINANCE CORPORATION Anchorage, Alaska	Accountant III Accountant II	7/2005-9/2006 3/2005-7/2005
Prepared cash flow statement and footnotes for the financial statements		
Prepared MD&A		
Prepared the financial statements for AHFC's subsidiary with no audit findings		
Researched and implemented GASB Statements		
Coordinated with other departments on GASB Statements implementation		
Developed and provided GASB cash flow statement training for AHFC's accounting staff		
Prepared journal entries		
Provided loan loss analysis		

MIKUNDA, COTTRELL & CO, INC. Certified Public Accountants and Consultants Anchorage, Alaska	Staff Auditor Intern	8/2004-3/2005 5/2003-1/2004
Audited for-profit, not-for-profit, and governmental organizations, including test of internal controls and audits of externally funded programs Prepared financial statements Assisted with preparation of policies and procedures		
ACCENTURE Anchorage, Alaska	Intern	12/2002-5/2003
Performed depreciation calculations for British Petroleum Provided support for SFAS 143 implementation Reconciled U.S. to U.K. depreciation methods		
OBSCHEYE DELO, PRIVATE LIMITED COMPANY Vladivostok, Russia	Controller	7/2000-12/2001
VLADTELEPHONE COMPANY, LTD. Vladivostok, Russia	Controller	12/1996-7/2000
INDUSTRIAL AND COMMERCIAL ASSOCIATION "ALEST" Vladivostok, Russia	Controller	10/1994-12/1996

EDUCATION:

BBA Accounting	UNIVERSITY OF ALASKA ANCHORAGE GPA 3.65	2004
BBA Accounting	FAR EASTERN STATE ACADEMY OF ECONOMY AND MANAGEMENT, Vladivostok, Russia GPA 4.0	1996

AWARDS AND MEMBERSHIPS:

Scholarship from Alaska Society of Certified Public Accountants Membership in Beta Gamma Sigma Associate member of American Institute of Certified Public Accountants Associate member of Alaska Society of Certified Public Accountants	2003
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COMPUTER SKILLS:

Microsoft Office, Internet Explorer, ProSystem FX Tax, ProSystem FX Engagement, RIA, BNA Portfolios, Go Audit, QuickBooks, AS 400, and other software