

City of Sand Point Council Meeting



Workshop: Tuesday, October 12, 2021 – 2:00 p.m.

Meeting: Tuesday, October 12, 2021 – 7:00 p.m.

CALL TO ORDER

ROLL CALL

CITY OF SAND POINT

(Packet will be available on website August 6, 2021
www.sandpointak.com)



MAYOR

Mayor James Smith - Office Exp. 2023

COUNCIL MEMBERS

Danny Cumberlidge	Seat A - Exp. 2022
Allan Starnes	Seat B - Exp. 2023
Shirley Brown	Seat C - Exp. 2022
Jack Foster Jr.	Seat D - Exp. 2023
Marita Gundersen	Seat E - Exp. 2021
Emil Mobeck	Seat F - Exp. 2021

SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

Regular Meeting

October 12, 2021 7:00 pm

**CALL TO ORDER
ROLL CALL
APPROVAL OF AGENDA
CERTIFICATION OF ELECTION / OATH OF OFFICE**

CONSENT AGENDA:

- Minutes: Minutes of Regular Meeting September 14, 2021

REPORTS:

- Finance Officer
- EAT - CEO
- Administrator
- Police Chief
- EMS Chief
- Fire Chief
- Interim Public Works Director
- Water / Sewer Supervisor
- Interim Harbor Master
- Student Representative
- AML Remote Sales Tax Presentation

HEARINGS, ORDINANCES AND RESOLUTIONS:

- Ordinance 2021-04: Amending Compensation of Council Members – 2nd Reading
- Ordinance 2021-05: Amending Compensation of Mayor – 2nd Reading
- Ordinance 2021-06: Amending Upland Storage Fees – 1st Reading
- Resolution: 21-09: CDBG Application

OLD BUSINESS:

- Discussion: Mandate

NEW BUSINESS:

- Donation Request: Area M Seiners Association
- Upcoming Events: AML & Pacific Marine Expo

PUBLIC COMMENTS

EXECUTIVE SESSION: LEGAL

COUNCIL COMMENTS

ADJOURNMENT

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

THERE IS A WORKSHOP FOR THIS MEETING AT 2:00 P.M.-SAME DAY SAME CALL IN NUMBER AS ABOVE.

POSTED: 10/06/21

City of Sand Point



General Election-October 5, 2021 *FINAL RESULTS*

SEAT E

Marita Gundersen	107
Write-ins	5
Blank	8

SEAT F

Arlene Gundersen	100
Write-ins	8
Blank	7

I, Shannon Sommer, Election Supervisor, hereby certify that the above election results
Of the City of Sand Point's General Election
Held October 5, 2021, have been correctly tabulated.

Shannon Sommer
Shannon Sommer

10/08/21
Date

CALL TO ORDER:

The regular meeting of the Sand Point City Council was held Tuesday, September 14, 2021 in the City Chambers and telephonically. Mayor James Smith called the meeting to order at 7:01 p.m.

ROLL CALL:

James Smith	Mayor	Present
Danny Cumberlidge	Seat A	Present via telephonically
Allan Starnes	Seat B	Present via telephonically
Shirley Brown	Seat C	Present
Jack Foster Jr.	Seat D	Present via telephonically
Marita Gundersen	Seat E	Present
Emil Mobeck	Seat F	Present

A quorum was established.

Staff in attendance:

- Jordan Keeler, Administrator
- Shannon Sommer, City Clerk
- Kurtis Gundersen, Finance Officer
- Brent Nierman, Police Sergeant
- David Stokes, Interim Public Works Director
- Dylan Jacobsen, Water & Sewer Supervisor
- Allen Kuchenoff Jr., Interim Harbor Master
- Carmen Holmberg, EMS Chief

APPROVAL OF AGENDA:

Mayor James Smith requested a motion to approve the agenda.

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

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

CONSENT AGENDA:

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

MOTION: Councilperson Marita Gundersen made a motion to approve the Regular Meeting Minutes of August 19, 2021.

SECOND: Councilperson Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Finance Officer – Kurtis Gundersen

Finance Officer Kurtis Gundersen reported for the month of July 2021 Raw Fish Tax was \$113,532.23 and Sales Tax was \$70,786.

Councilperson Brown asked Finance Office Gundersen if the YTD figures were figured out. Finance Office Gundersen replied yes, they are and he will fix them.

Administrator – Jordan Keeler

Administrator Keeler reported the current population status has declined from 1,033 to 622 residents; the figures impact the City for the Community Revenue Sharing and allotment of PCE for our facilities.

Administrator Keeler suggested the City have staff or hire two part-time employees to do a door to door headcount by the State's population challenge count and present to the State by next early winter 2022 before their official population count is released. He explained AML Remote Sales Tax program and if the City would like a presentation at the October 2021 meeting.

Councilperson Jack Foster Jr. stated he is supportive of challenging the census figures.

Sergeant – Brent Nierman

Sergeant Brent Nierman reported there was statistical information included in Police Chief Dave Andersons report. He read Chief Andersons note which welcomed new Police Officer Curt Boyle to the department and reminded the public school is back in session and to please be mindful of the children during the dark hours of the morning and school bus.

Office Boyle introduced himself and stated he is excited to be here.

EMS Chief – Carmen Holmberg

EMS Chief Carmen Holmberg's reported for the month of August 2021 Rescue 1 had 10 calls, 7 medevacs and 3 tone outs. For her EMS crew and a driver, she is down to two responders. She does not have a driver when shorthanded and needs to know the requirements to set up driver training. The ambulance renewal is due by the end of December 2021, the requirement of EMS and the renewal of the BLS ambulance service is to have a medical director, if we do not receive one within the upcoming month the ambulance will not be able to run after December 2021. EMS Chief Holmberg requested for a second hire to help relieve her and an ETT / EMT – Relief job description and contract to be drafted.

Councilperson Mobeck asked EMS Chief Holmberg how many volunteers who recently completed ETT training are still interested in volunteering or to updated their certification. EMS Chief Holmberg replied 1 volunteer did not join, 2 have completed the training and are helping, 2 inactive and 3 which left for school but will be a big help when they return Summer 2022.

Fire Chief – Jason Bjornstad

Fire Chief Jason Bjornstad report was included in the packet.

Interim Public Works Director – David Stokes

Interim Public Works Director David Stokes reported he returned to Sand Point recently. They swept and are grading roads when they can. They serviced the Bobcat 325 Excavator, Volvo L90D Loader and Hitachi 200 Excavator was down and were waiting parts. They hauled rock for driveways. They ordered parts for the trash truck, new turbo and radiator. They fueled buildings and equipment. They worked on the Caterpillar D-6 Dozer and are were waiting for parts. They helped with the Travelift tires and swept the gear shed for the 2021 Silver Salmon Derby.

Water & Sewer Supervisor – Dylan Jacobsen

Water & Sewer Supervisor Dylan Jacobsen reported with the help of Solid Waster Operator Brandon Gundersen they broke up grease and pumped the Russian Town sewer plant. He weed whacked / chopped alders around a few fire hydrants, lift stations and the Russian Town sewer plant. He painted shut off valves. He turned customers water off and on for a few houses. With the assistance of ANTHC, they fixed an issue which prevented the Water Plan from running automatically. He had ordered lift station degreaser and planned

to use it this month. He received the City's Sanitary Survey and took some steps to correct the issues they found.

Administrator Keeler asked Water & Sewer Supervisor Jacobsen when will he take his Water Distribution Level 2 course. Water & Sewer Supervisor Jacobsen replied in December 2021.

Interim Harbor Master – Allen Kuchenoff Jr.

Interim Harbor Master Allen Kuchenoff Jr. reported they were busy hauling and storing boats for winter and worked overtime as needed. They are checking the oil bin daily and keeping the area clean. They had an accident hauling a boat and filled out an accident report. They lifted power skiffs and are making dump runs. There are 2 new hires, 1 for day and 1 for at night.

Councilperson Brown asked Interim Harbor Master Kuchenoff who is liable for the boat accident. Interim Harbor Master Kuchenoff replied it is required to sign a waiver and it is at the boat owner's risk.

Administrator Keeler stated the new Travelift is going as scheduled and it will ship to Sand Point the week of November 22, 2021.

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Resolution 21-08: Appointing Election Judges

MOTION: Councilperson Shirley Brown made a motion to adopt Resolution 21-08: Appointing Election Judges.

SECOND: Councilperson Emil Mobeck seconded the motion.

VOTE: Motion passed unanimously.

2. Ordinance 2021-04: Amending Compensation of Council Members

Administrator Keeler stated the ordinance currently states council members receive \$500 per regular council meeting since they were no longer to receive health insurance. This ordinance puts in code council members will receive \$100 per special meeting.

MOTION: Councilperson Marita Gundersen made a motion to put Ordinance 2021-04: Amending Compensation of Council Members on the floor for 1st Reading.

SECOND: Councilperson Shirley Brown seconded the motion.

VOTE: Motion passed unanimously.

3. Ordinance 2021-05: Amending Compensation of Mayor

Administrator Keeler stated the Mayor's salary assigned \$2,000 per month unless otherwise during budget process. For the past 3 years, as part of the budget process the Mayor's salary had been \$2,000, this ordinance is to correct the mayor's salary to \$3,000 per month for during the budget process.

MOTION: Councilperson Emil Mobeck made a motion to put Ordinance 2021-05: Amending Compensation of Mayor on the floor for 1st Reading.

SECOND: Councilperson Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

OLD BUSINESS:

1. Discussion: Mandate

Administrator Keeler stated the City does not have public health powers, since the State declaration had expired, the City had lost any ability to enforce mandates. However, the City can recommend any actions but cannot enforce them to the general public but the City also remains able to set rules to open City facilities to the public and reopen gaming. The City is also requesting to wear a mask and traveling coming to Sand Point to get a COVID-19 test shot as soon as possible.

NEW BUSINESS:

1. Proposed Pay Scale Update

Administrator Keeler stated the pay scale had not been updated since 2011, the proposed pay scale would delete the first 2 steps, and add 2 more steps at 3%. The pay scale would not impact contracted employees only hourly employees. Administrator Keeler stated there has not been any COLAs, he asked if the City can afford it right now and if it is a long-term investment for employees and keep in mind the City has great benefits. If Council directs the mayor to approve the pay scale, it will be on October 2021 agenda for final review, it will be amended at the next pay period and it would also negate Any discussion about COLA at the next budget meeting also. Council gave direction to Mayor Smith to implement the new pay scale at this meeting, to reflect at the next pay period and for annual reviews and evaluations of employees.

Councilperson Brown asked Administrator Keeler if he didn't want it to be adopted at this meeting. Administrator Keeler replied Council can instruct the Mayor to be implanted at the next pay period. Councilperson Brown asked Administrator Keeler if Council to adopt this updated pay scale at this meeting. Administrator Keeler replied they can give a roll call for the Mayor to adopt the new pay scale today. All Councilpersons agreed to all employees for annual reviews and evaluations. Councilperson Mobeck would like to see happen department heads give employees incentives such as fuel, electric, etc. which is given to some employees already. It makes something for our employees something to work for instead of just being at the top of the pay scale, it would be an extra incentive for employees have been working with the City for so long.

PUBLIC COMMENTS: None.

COUNCIL COMMENTS:

Councilperson Mobeck expressed his gratitude all City of Sand Point employees for stepping up since there had been a lot of turnovers and less staffed positions, he thanked them for stepping up in such a short amount of time. He also welcomed Office Boyle. Councilperson Foster requested for during reports to please step closer to the telephone as it is hard to hear. Mayor Smith stated he will make sure there will be a chair next to the telephone.

ADJOURNMENT:

MOTION: Councilperson Marita Gundersen made a motion to adjourn.

SECOND: Councilperson Emil Mobeck seconded the motion.

The meeting adjourned at 7:41p.m.

James Smith, Mayor

ATTEST:

Shannon Sommer, City Clerk

REPORTS

FINANCE OFFICER

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

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>
July	129,882.77	142,500.10	83,040.24	81,992.40	51,221.78	113,532.23
August	42,576.34	139,542.35	48,290.30	88,100.71	27,115.98	138,608.76
September	63,622.18	37,427.07	49,496.61	65,893.27	24,635.83	-
October	59,854.60	32,201.69	46,261.99	51,476.42	18,438.92	-
November	6,757.09	10,083.69	4,963.48	3,495.99	1,111.79	-
December	-	515.28	74.67			-
January	8,015.18	3,836.52	12,558.77		2,616.57	-
February	47,058.04	27,529.30	24,948.95		37,744.95	-
March	95,569.42	45,022.21	82,916.26	13,306.96	38,681.59	-
April	5,984.43	58,469.24	13,561.22	13,500.37	30,237.38	-
May	20,790.33	24,240.36	8,025.95	8,261.04	15,943.63	-
June	109,955.05	58,431.26	89,711.60	16,659.69	121,562.18	-
Total	590,065.43	579,799.07	463,850.04	342,686.85	369,310.60	252,140.99

Sales Tax Revenue

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>
July	75,255.42	79,691.25	92,628.52	88,102.92	61,022.60	70,786.04
August	64,147.25	77,015.98	65,979.46	102,628.84	62,489.92	74,541.89
September	80,332.82	66,935.45	71,697.10	86,603.67	65,441.59	-
October	62,727.84	34,186.58	58,219.29	75,277.68	50,576.22	-
November	36,741.45	49,870.42	46,835.09	42,723.86	35,912.73	-
December	37,647.73	31,235.26	39,642.29	50,112.63	44,715.17	-
January	58,373.49	39,387.33	44,528.74	34,118.45	39,231.36	-
February	59,618.34	45,302.69	41,619.24	35,316.83	49,311.31	-
March	77,700.11	81,890.02	75,803.84	48,712.31	67,978.55	-
April	52,535.54	45,633.53	49,639.45	33,711.29	47,933.84	-
May	45,569.00	46,470.55	61,719.51	47,729.27	47,260.30	-
June	78,996.36	81,316.23	93,332.26	71,991.16	82,115.58	-
Total	729,645.35	678,935.29	741,644.79	717,028.91	653,989.17	145,327.93

City of Sand Point
Bank Balance

Date

	Balance	
Bank	End of August	Date
Key Bank	3,037,715.51	3,037,766.14
Wells Fargo - General	4,712,003.46	460,382.92
Wells Fargo - Bingo Fund	127,547.74	140,609.61
Wells Fargo - Silver Salmon Fund	18,554.64	36,803.45
Wells Fargo - PD Federal Forfeiture	593.67	593.67
Wells Fargo - PD State Forfeiture	6,666.61	6,666.61
Charles Schwab	668,469.13	657,961.86

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

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Current Period: AUGUST 21-22

	21-22 YTD Budget	21-22 YTD Amt	AUGUST MTD Amt	21-22 YTD Balance	% of YTD
GENERAL FUND					
LEGISLATIVE	\$100,000.00	\$14,653.00	\$6,002.63	\$85,347.00	14.65%
ADMINISTRATION	\$1,048,882.41	\$261,679.09	\$56,580.10	\$787,203.32	24.95%
PARKS AND RECREATION	\$23,000.00	\$750.29	\$0.00	\$22,249.71	3.26%
PUBLIC SAFETY	\$672,700.00	\$103,852.15	\$50,461.53	\$568,847.85	15.44%
PUBLIC WORKS	\$507,500.00	\$39,083.50	\$16,913.81	\$468,416.50	7.70%
FACILITIES	\$279,623.00	\$27,421.95	\$12,996.14	\$252,201.05	9.81%
<i>Total GENERAL FUND</i>	<u>\$2,631,705.41</u>	<u>\$447,439.98</u>	<u>\$142,954.21</u>	<u>\$2,184,265.43</u>	<u>17.00%</u>
BINGO FUND					
ADMINISTRATION	\$600,405.00	\$51,598.36	\$11,268.92	\$548,806.64	8.59%
<i>Total BINGO FUND</i>	<u>\$600,405.00</u>	<u>\$51,598.36</u>	<u>\$11,268.92</u>	<u>\$548,806.64</u>	<u>8.59%</u>
SILVER SALMON DERBY					
FIRE	\$37,500.00	\$18,663.93	\$11,163.93	\$18,836.07	49.77%
<i>Total SILVER SALMON DERBY</i>	<u>\$37,500.00</u>	<u>\$18,663.93</u>	<u>\$11,163.93</u>	<u>\$18,836.07</u>	<u>49.77%</u>
CLINIC OPERATIONS/MAINTENANCE					
ADMINISTRATION	\$62,412.00	\$0.00	\$0.00	\$62,412.00	0.00%
<i>Total CLINIC OPERATIONS/MAINTENANCE</i>	<u>\$62,412.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$62,412.00</u>	<u>0.00%</u>
WATER/SEWER OPERATIONS					
WATER/SEWER	\$273,500.00	\$25,569.40	\$12,734.29	\$247,930.60	9.35%
<i>Total WATER/SEWER OPERATIONS</i>	<u>\$273,500.00</u>	<u>\$25,569.40</u>	<u>\$12,734.29</u>	<u>\$247,930.60</u>	<u>9.35%</u>
HARBOR/PORT OPERATIONS					
HARBOR	\$469,700.00	\$346,686.61	\$321,030.67	\$123,013.39	73.81%
<i>Total HARBOR/PORT OPERATIONS</i>	<u>\$469,700.00</u>	<u>\$346,686.61</u>	<u>\$321,030.67</u>	<u>\$123,013.39</u>	<u>73.81%</u>
SOA DOCK					
HARBOR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total SOA DOCK</i>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00%</u>
REFUSE COLLECTION					
PUBLIC WORKS	\$156,701.60	\$20,113.32	\$10,054.97	\$136,588.28	12.84%
<i>Total REFUSE COLLECTION</i>	<u>\$156,701.60</u>	<u>\$20,113.32</u>	<u>\$10,054.97</u>	<u>\$136,588.28</u>	<u>12.84%</u>
Report Total	<u>\$4,231,924.01</u>	<u>\$910,071.60</u>	<u>\$509,206.99</u>	<u>\$3,321,852.41</u>	<u>21.50%</u>

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

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Current Period: AUGUST 21-22

		21-22	21-22	AUGUST	21-22	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
GENERAL FUND						
Active	R 01-200 CAPITAL GAIN / LOSS	\$0.00	\$13,412.30	\$7,426.95	-\$13,412.30	0.00%
Active	R 01-201 INTEREST INCOME	\$10,000.00	\$1,592.53	\$271.67	\$8,407.47	15.93%
Active	R 01-202 FINES AND PENALTYS	\$1,500.00	\$86.68	\$25.00	\$1,413.32	5.78%
Active	R 01-203 OTHER REVENUE	\$2,500.00	\$40.00	\$0.00	\$2,460.00	1.60%
Active	R 01-205 4% SALES TAX	\$600,000.00	\$152,901.62	\$70,786.04	\$447,098.38	25.48%
Active	R 01-208 CARES INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-213 RAW FISH TAX	\$400,000.00	\$235,094.41	\$113,532.23	\$164,905.59	58.77%
Active	R 01-214 FINE-LATE SALES TAX	\$250.00	\$0.57	\$0.40	\$249.43	0.23%
Active	R 01-217 7% B & B Tax	\$3,000.00	\$1,390.07	\$800.18	\$1,609.93	46.34%
Active	R 01-225 PAYMENT IN LIEU OF TAX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-230 DONATIONS	\$76,668.51	\$1,000.00	\$1,000.00	\$75,668.51	1.30%
Active	R 01-232 FIRE MISC REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-233 BUSINESS LIC. FEE	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
Active	R 01-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-238 ANCHORAGE OFFICE	\$15,000.00	\$30,000.00	\$0.00	-\$15,000.00	200.00%
Active	R 01-250 STATE REVENUE SHARIN	\$87,901.00	\$0.00	\$0.00	\$87,901.00	0.00%
Active	R 01-256 REVENUE--STATE OF ALA	\$0.00	\$128,420.68	\$128,420.68	-\$128,420.68	0.00%
Active	R 01-257 REVENUE--FEDERAL GOV	\$220,000.00	\$91.82	\$91.82	\$219,908.18	0.04%
Active	R 01-260 STATE LIQUOR SHARE TA	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 01-265 SOA DOCCED SHARED FIS	\$28,000.00	\$0.00	\$0.00	\$28,000.00	0.00%
Active	R 01-266 SOA DOR FISH BUS SHAR	\$200,000.00	\$0.00	\$0.00	\$200,000.00	0.00%
Active	R 01-285 EQUIPMENT RENTAL	\$35,000.00	\$22,836.70	\$0.07	\$12,163.30	65.25%
Active	R 01-290 AK HIDTA PROGRAM	\$9,000.00	\$7,842.23	\$7,842.23	\$1,157.77	87.14%
Active	R 01-291 BUILDING RENTALS	\$110,000.00	\$19,444.89	\$10,730.01	\$90,555.11	17.68%
Active	R 01-293 LIBRARY GRANT	\$7,000.00	-\$7,000.00	(\$7,000.00)	\$14,000.00	-100.00%
Active	R 01-296 PD FORFEITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-297 POLICE MISC REVENUE	\$0.00	\$300.00	\$50.00	-\$300.00	0.00%
Active	R 01-298 EMS MISC REVENUE	\$45,000.00	\$11,768.14	\$11,768.14	\$33,231.86	26.15%
	Total	\$1,857,319.51	\$619,222.64	\$345,745.42	\$1,238,096.87	33.34%
	Total GENERAL FUND	\$1,857,319.51	\$619,222.64	\$345,745.42	\$1,238,096.87	33.34%
BINGO FUND						
Active	R 02-294 BINGO REVENUE	\$35,000.00	\$1,423.00	\$683.00	\$33,577.00	4.07%
Active	R 02-295 PULL TAB REVENUE	\$600,000.00	\$46,608.00	\$7,141.00	\$553,392.00	7.77%
	Total	\$635,000.00	\$48,031.00	\$7,824.00	\$586,969.00	7.56%
	Total BINGO FUND	\$635,000.00	\$48,031.00	\$7,824.00	\$586,969.00	7.56%
SILVER SALMON DERBY						
Active	R 03-230 DONATIONS	\$3,700.00	\$0.00	\$0.00	\$3,700.00	0.00%
Active	R 03-292 SILVER SALMON DERBY	\$32,000.00	\$2,000.00	\$2,000.00	\$30,000.00	6.25%
	Total	\$35,700.00	\$2,000.00	\$2,000.00	\$33,700.00	5.60%
	Total SILVER SALMON DERBY	\$35,700.00	\$2,000.00	\$2,000.00	\$33,700.00	5.60%
CLINIC OPERATIONS/MAINTENANCE						
Active	R 10-257 REVENUE--FEDERAL GOV	\$307,410.00	\$0.00	\$0.00	\$307,410.00	0.00%
Active	R 10-291 BUILDING RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
	Total	\$307,410.00	\$0.00	\$0.00	\$307,410.00	0.00%
	Total CLINIC OPERATIONS/MAINTENANCE	\$307,410.00	\$0.00	\$0.00	\$307,410.00	0.00%
WATER/SEWER OPERATIONS						

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

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Current Period: AUGUST 21-22

		21-22	21-22	AUGUST	21-22	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Active	R 61-202 FINES AND PENALTYS	\$1,500.00	\$506.20	\$305.59	\$993.80	33.75%
Active	R 61-206 WATER/SEWER REVENUE	\$220,000.00	\$41,176.31	\$21,313.18	\$178,823.69	18.72%
Active	R 61-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-235 TRANSFER IN	\$52,000.00	\$0.00	\$0.00	\$52,000.00	0.00%
Active	R 61-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$273,500.00	\$41,682.51	\$21,618.77	\$231,817.49	15.24%
Total WATER/SEWER OPERATIONS		\$273,500.00	\$41,682.51	\$21,618.77	\$231,817.49	15.24%
HARBOR/PORT OPERATIONS						
Active	R 62-201 INTEREST INCOME	\$5,000.00	\$3,506.90	\$39.04	\$1,493.10	70.14%
Active	R 62-203 OTHER REVENUE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	R 62-210 HARBOR/MOORAGE	\$287,500.00	\$62,492.10	\$55,256.37	\$225,007.90	21.74%
Active	R 62-211 HARBOR/TRAVELLIFT	\$150,000.00	\$18,148.45	\$10,796.00	\$131,851.55	12.10%
Active	R 62-212 BOAT HARBOR/RENTS	\$138,268.00	\$23,637.18	\$11,523.24	\$114,630.82	17.10%
Active	R 62-215 HARBOR/WHARFAGE	\$65,000.00	\$2,471.96	\$1,207.76	\$62,528.04	3.80%
Active	R 62-219 HARBOR ELEC SERVICE F	\$10,000.00	\$1,147.66	\$693.94	\$8,852.34	11.48%
Active	R 62-220 HARBOR/ELEC DEPOSIT	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Active	R 62-221 HARBOR/VAN STORAGE	\$20,000.00	\$8,369.71	\$8,369.71	\$11,630.29	41.85%
Active	R 62-222 HARBOR/STALL ELECTRIC	\$40,000.00	\$7,940.15	\$6,600.01	\$32,059.85	19.85%
Active	R 62-223 HARBOR/ELECTRICITY	\$4,000.00	\$674.72	\$241.40	\$3,325.28	16.87%
Active	R 62-224 GEARSHED LOCKER RENT	\$15,000.00	\$300.00	\$0.00	\$14,700.00	2.00%
Active	R 62-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-237 HARBOR STORAGE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Active	R 62-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-285 EQUIPMENT RENTAL	\$20,000.00	\$1,323.41	\$656.25	\$18,676.59	6.62%
Active	R 62-299 GAIN/LOSS DISPOSITION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$762,268.00	\$130,012.24	\$95,383.72	\$632,255.76	17.06%
Total HARBOR/PORT OPERATIONS		\$762,268.00	\$130,012.24	\$95,383.72	\$632,255.76	17.06%
SOA DOCK						
Active	R 63-215 HARBOR/WHARFAGE	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Active	R 63-245 CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Total SOA DOCK		\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
REFUSE COLLECTION						
Active	R 65-202 FINES AND PENALTYS	\$1,500.00	\$269.92	\$162.45	\$1,230.08	17.99%
Active	R 65-204 REFUSE COLLECTION	\$146,000.00	\$29,905.31	\$15,678.25	\$116,094.69	20.48%
Active	R 65-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 65-235 TRANSFER IN	\$9,201.60	\$0.00	\$0.00	\$9,201.60	0.00%
Active	R 65-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total		\$156,701.60	\$30,175.23	\$15,840.70	\$126,526.37	19.26%
Total REFUSE COLLECTION		\$156,701.60	\$30,175.23	\$15,840.70	\$126,526.37	19.26%
Report Total		\$4,062,899.11	\$871,123.62	\$488,412.61	\$3,191,775.49	21.44%

CITY OF SAND POINT

10/05/21 4:09 PM

Page 1

***Fund Summary -
Budget to Actual©**

AUGUST 21-22

	21-22 YTD Budget	AUGUST MTD Amount	21-22 YTD Amount	21-22 YTD Balance	21-22 % YTD Budget
FUND 01 GENERAL FUND					
Revenue	\$1,857,319.51	\$345,745.42	\$619,222.64	\$1,238,096.87	33.34%
Expenditure	\$2,631,705.41	\$142,954.21	\$447,439.98	\$2,184,265.43	17.00%
		\$202,791.21	\$171,782.66		
FUND 02 BINGO FUND					
Revenue	\$635,000.00	\$7,824.00	\$48,031.00	\$586,969.00	7.56%
Expenditure	\$600,405.00	\$11,268.92	\$51,598.36	\$548,806.64	8.59%
		-\$3,444.92	-\$3,567.36		
FUND 03 SILVER SALMON DERBY					
Revenue	\$35,700.00	\$2,000.00	\$2,000.00	\$33,700.00	5.60%
Expenditure	\$37,500.00	\$11,163.93	\$18,663.93	\$18,836.07	49.77%
		-\$9,163.93	-\$16,663.93		
FUND 10 CLINIC OPERATIONS/MAINTENANCE					
Revenue	\$307,410.00	\$0.00	\$0.00	\$307,410.00	0.00%
Expenditure	\$62,412.00	\$0.00	\$0.00	\$62,412.00	0.00%
		\$0.00	\$0.00		
FUND 61 WATER/SEWER OPERATIONS					
Revenue	\$273,500.00	\$21,618.77	\$41,682.51	\$231,817.49	15.24%
Expenditure	\$273,500.00	\$12,734.29	\$25,569.40	\$247,930.60	9.35%
		\$8,884.48	\$16,113.11		
FUND 62 HARBOR/PORT OPERATIONS					
Revenue	\$762,268.00	\$95,383.72	\$130,012.24	\$632,255.76	17.06%
Expenditure	\$469,700.00	\$321,030.67	\$346,686.61	\$123,013.39	73.81%
		-\$225,646.95	-\$216,674.37		
FUND 63 SOA DOCK					
Revenue	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
FUND 65 REFUSE COLLECTION					
Revenue	\$156,701.60	\$15,840.70	\$30,175.23	\$126,526.37	19.26%
Expenditure	\$156,701.60	\$10,054.97	\$20,113.32	\$136,588.28	12.84%
		\$5,785.73	\$10,061.91		
Report Total		-\$20,794.38	-\$38,947.98		

EAT - CEO

TO: Mayor Smith
City Council Members

FROM: Jordan Keeler
City Administrator

DATE: October 7, 2021

SUBJ: Monthly Report for October 2021



Here is a summary of items since our September meeting.

- Spent a lot of time on personnel matters of various sorts.
- Continued work with our lawyer on the outstanding lawsuit against the City.
- Submitted additional information as requested by the Army Corps of Engineers as part of the permitting process to get the piles pulled and replaced along the East Wall.
- Worked on the Community Development Block Grant application. The application is reviewed by the state but the funds are federal so it has a fair bit of associated paperwork.
- Received and approved, with Mayor Smith's consent, a bid for an engineering firm to conduct an inspection of the City's dam. Periodic inspections are required by the state and this will meet the requirement of dam ownership.
- Participated in several Alaska Municipal Managers Association meetings to plan the upcoming AMMA annual meeting as part of the larger Alaska Municipal League event next month.



SAND POINT POLICE DEPARTMENT

Post Office Box 423
Sand Point, Alaska 99661



MEMORANDUM

To: Honorable Jim Smith, Mayor, City of Sand Point
Mr. Jordan Keeler, City Administrator, City of Sand Point
Mr. Danny Cumberlidge, City Councilperson, City of Sand Point
Mr. Allan Starnes, City Councilperson, City of Sand Point
Ms. Shirley Brown, City Councilperson, City of Sand Point
Mr. Jack Foster Jr, City Councilperson, City of Sand Point
Ms. Marita Gundersen, City Councilperson, City of Sand Point
Mr. Emil Mobeck, City Councilperson, City of Sand Point

From: Denise Mobeck, Administrative Assistant

Date: October 5, 2021

Ref: Police Department's Monthly Report for August

Police Department

- Dave Anderson, Chief of Police
- Justin Cash, Investigator
- Richard Lowery, Police Officer
- Curt Boyle, Police Officer

Administrative Assistant

- Denise Mobeck

Dispatchers

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

Police Activity SEPTEMBER 2021

1 person were jailed

1 remand to serve time

27 calls to 911

10 misdial/pocket dial

2 REDDI reports

3 testing 911 line

1 MOC needed 4-wheeler accident

1 MOC requests- referred to call nurse hotline

3 misc information needed for officer

2 ambulance requests

1 domestic violence assault

1 report of injured dog

1 Vehicle Hit and run

1 disturbance

1 Nuisance dog at school

Activity/Calls for service not on 911 line

Civil issue

Agency assist

Report of injured dog

Trespass

Abandoned vehicle

Assist EMS

Several nuisance dog calls

Young child on motorcycle driving reckless

Welfare check

Disturbance

Theft

Open door at school

Traffic stop for no tail lights

Traffic stop for no headlamps

Vehicle parked in no parking zone in harbor

Dispute over sale of vehicle

Note from Chief Anderson

Reminder to all motor vehicle traffic, including motorcycles and 4-wheelers, please drive slowly when going through the harbor area, and remember that equipment and pedestrians have the right of way- you must yield!

Sergeant Brent Nierman has retired from law enforcement, his last day was September 22nd, we thank him for 4 years of service to the community of Sand Point. We wish him luck in his future endeavors.

Investigator Justin Cash will be assuming the role of Sergeant with the Police Department, we are looking to fill the Investigator position with the Anchorage Airport Interdiction Team.

September 2021 EMS Report

- Rescue 1 received 6 calls, 2 tone outs and 4 medevacs.
- September was pretty mellow; we got an EMS relief position and a job description for ETT / EMT.

Carmen Holmberg
EMS Chief

FIRE CHIEF

Vacant.

September 2021 Public Works Report

Shop

- Swept roads
- Graded roads
- Dug grave
- Serviced Volvo L90D Loader
- Fixed Volvo L90D Loader exhaust
- Hitachi 200 exhaust replaced
- Fix pump truck brake can
- Hauled tires from harbor to landfill
- Haul netting from harbor to landfill
- Worked on Caterpillar D-6 dozer, ordered parts
- Serviced police Chevy Tahoe, fix door
- Haul metal from harbor
- Fix air hoses in shop
- Fix and get sand truck ready

Landfill

- Picked up around dumpsters
- Business as usual
- Change 792 excavator hoses

Water/Sewer City Council Report

September 2021

- Mop head stuck in Mud Bay Lift Station pump, pulled pump and removed the mop head.
- Broke up grease and pumped Russian Town Sewer Plant.
- Pumped Aerospace porta-potties
- Located some shut off valves, turned on and off a few more houses.
- Changed the pump head and hose on the polymer feed pump, ordered a new spare pump head.
- Had to backwash twice a week for a while due to fall time algae/vegetation die off in the reservoir making the water dirtier.
- Maintenance kit for the Chlorine Analyzer in the water plant. Ordered more chemical reagent kits for both of our chlorine analyzers.
- Cleaned flow meters and turbidimeters.
- Water samples/monthly reports as needed.
- Weed whacked around the school pump house and water storage tanks, and around the school sewer clean out.
- The school reported they had a major leak in their pool and that they were using more water than normal to keep it filled.
- Looking through water/sewer prints and trying to organize them.
- Moved some old sewer pumps that were by lift stations to the dump.

Robert E. Galovin Boat Harbor September 2021 Report

Hauling and storing boats for winter.

Emptied oil bins at City shop.

Looking into Jet dock.

Repairing street lights.

Ordered photo sensors for street lights.

Shut water off, winterized and closed public bathroom.

Helped Interim Public Works Director David Stokes with the Grove.

Ordered more shore power plugs and breaks.

Allen Kuchenoff Jr.
Interim Harbor Master

STUDENT REPRESENTATIVE

Alaska Remote Seller Sales Tax Commission (ARSSTC)



Overview of the ARSSTC





Introduction

Frequently asked questions

- What is the Alaska Remote Seller Sales Tax Commission (ARSSTC)?
- What are the benefits to joining the ARSSTC?
- What are the community impacts to joining the ARSSTC?
- How does a jurisdiction join the ARSSTC?



What is the ARSSTC?

Background

- *South Dakota vs Wayfair* removed the requirement of physical presence and created the opportunity for sales tax collection on online sales from remote sellers
- The Supreme Court gave broad guidelines for how that should occur, namely that collection should not create a burden on inter-state commerce
- The Court further suggested that streamlined, statewide, single-level administration, with a clearly defined economic nexus threshold, would meet this test



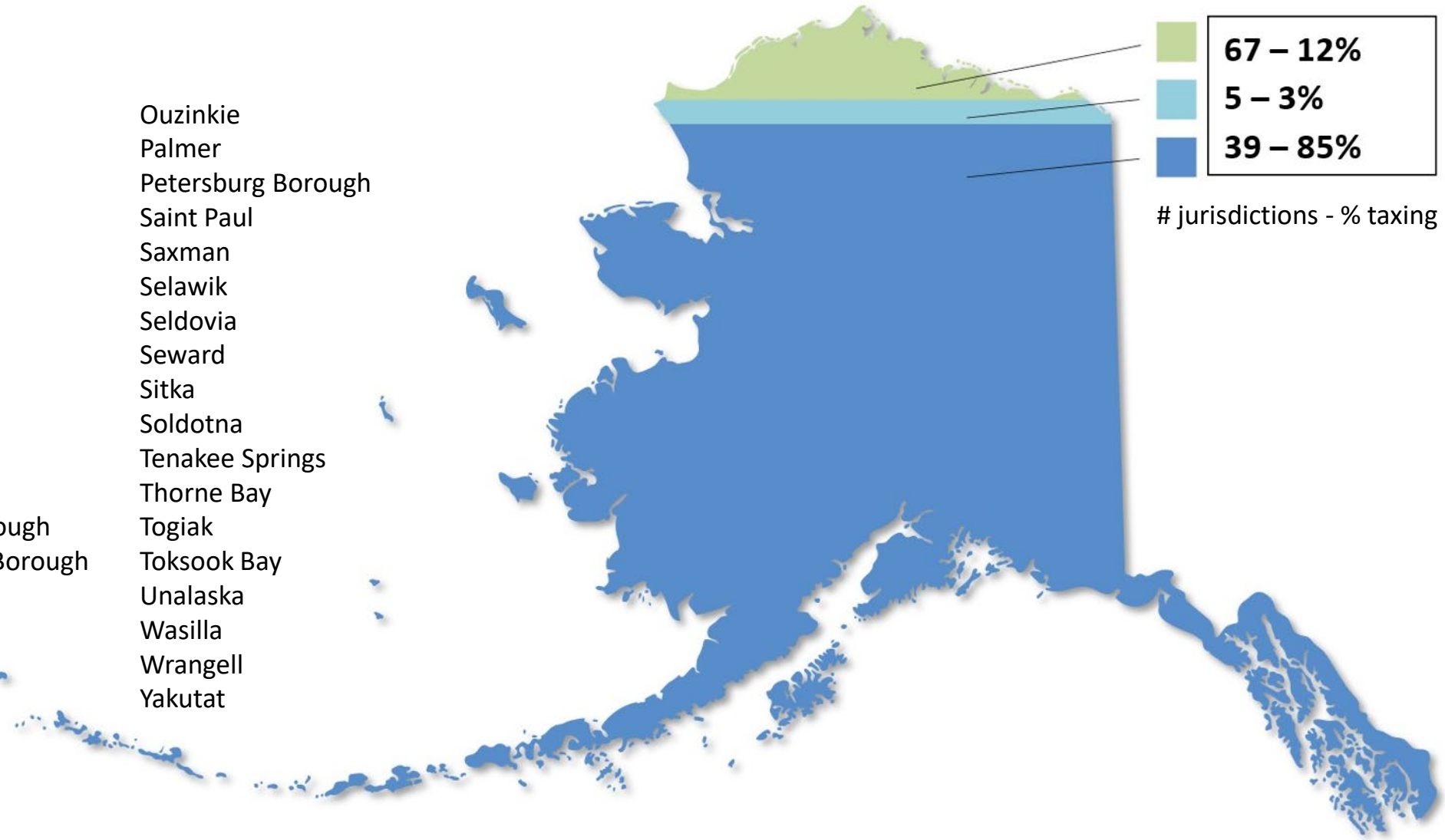
What is the ARSSTC?




Background

- In November 2019, an intergovernmental agreement was signed by 15 local governments across Alaska, establishing the Commission
- The Commission provides governance over a streamlined, single-level sales tax program
- The Commission meets the standard set in *South Dakota vs Wayfair* for streamlined administration so that sales tax can be captured from online sales
- To date 39 Alaska communities are fully participating in the Commission

Cities / Boroughs to Date

- Adak
- Aleknagik
- Aniak
- Bethel
- Cordova
- Craig
- Dillingham
- Gustavus
- Haines Borough
- Homer
- Juneau
- Kenai
- Kenai Peninsula Borough
- Ketchikan Gateway Borough
- Kodiak
- Mountain Village
- Nenana
- Nome
- North Pole
- Ouzinkie
- Palmer
- Petersburg Borough
- Saint Paul
- Saxman
- Selawik
- Seldovia
- Seward
- Sitka
- Soldotna
- Tenakee Springs
- Thorne Bay
- Togiak
- Toksook Bay
- Unalaska
- Wasilla
- Wrangell
- Yakutat



	67 – 12%
	5 – 3%
	39 – 85%

jurisdictions - % taxing population

Community breakdown

- ✓ 108 taxing communities in Alaska
 - 32% of Alaska's population*
- ✓ 39 communities across Alaska have adopted the Uniform Code
 - 85% of taxing population*
- ✓ 5 other communities have joined the Commission and are working towards adopting the Uniform Code
 - 3% of taxing population*
- ✓ 14 communities ARSSTC is targeting as candidates interested in joining in 2021
 - 3% of taxing population*
- ✓ 53 communities ARSSTC will conduct additional outreach for joining in 2021
 - 10% of taxing population*



What is the ARSSTC?

Scope

- Applies to sales shipped into a city by remote sellers
- Remote sellers are those without physical presence in a city
- Remote sellers will be required to collect sales tax if following threshold criteria is met:
 - \$100,000 in sales shipped into Alaska in previous calendar year or,
 - 200 individual transactions shipped into Alaska in previous calendar year
- Some Alaska businesses shipping into ARSSTC member communities are also considered remote sellers



What is the ARSSTC?

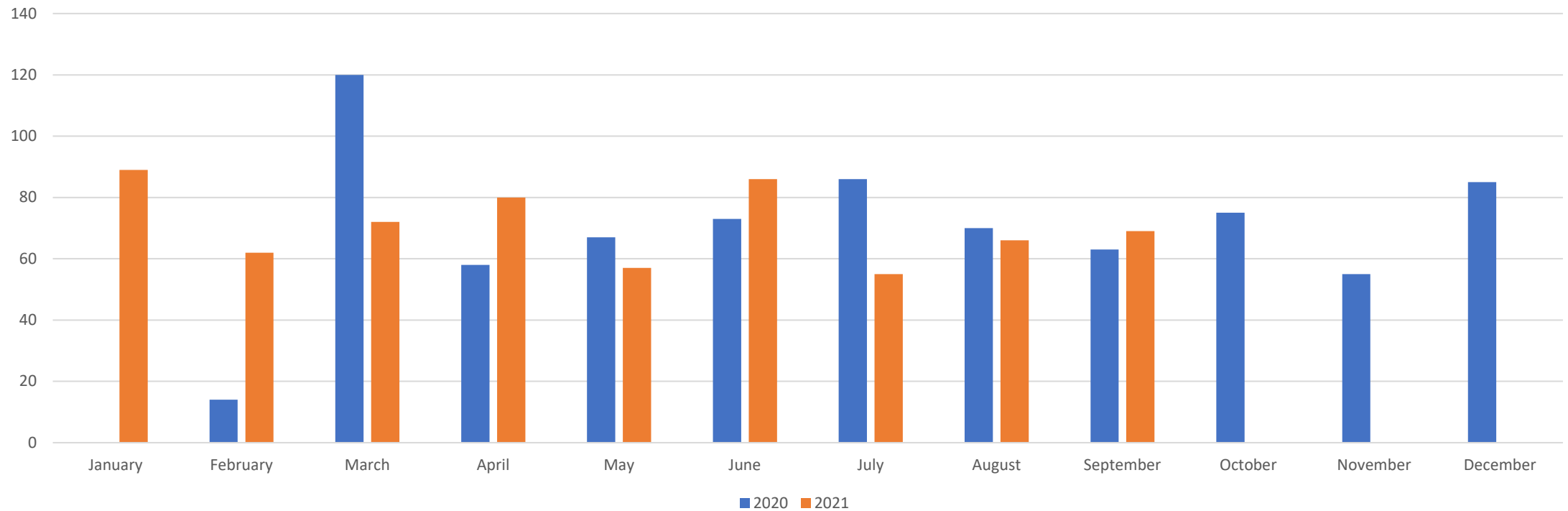
Goals

- Continued growth in the number of cities participating in the ARSSTC
- Continued awareness and compliance by remote sellers
- These goals will lead to continued growth in revenues to ARSSTC member cities

Businesses

- **Total Businesses Registered thru September 2021: 1,402**

Business Registrations-monthly comparison





Example participating businesses

- Amazon.com Marketplace
- Apple, Inc
- Etsy Inc
- Target Corporation
- Recreational Equipment Inc
- BestBuy.com LLC
- Spenard Builders Supply LLC
- Nordstrom, Inc
- Nike Retail Services Inc
- Backcountry.com, LLC
- Bass Pro / Cabela's
- Old Navy, LLC
- L.L.Bean, Inc
- eBay Inc
- Zoom Video Communications Inc
- Walmart.com USA LLC



Benefits of joining the ARSSTC

- Benefits to local businesses
- Benefits to Cities



Benefits of joining the ARSSTC

Benefits to local businesses

- Levels the playing field with online businesses
- Nullifies tax avoidance strategy of shopping online

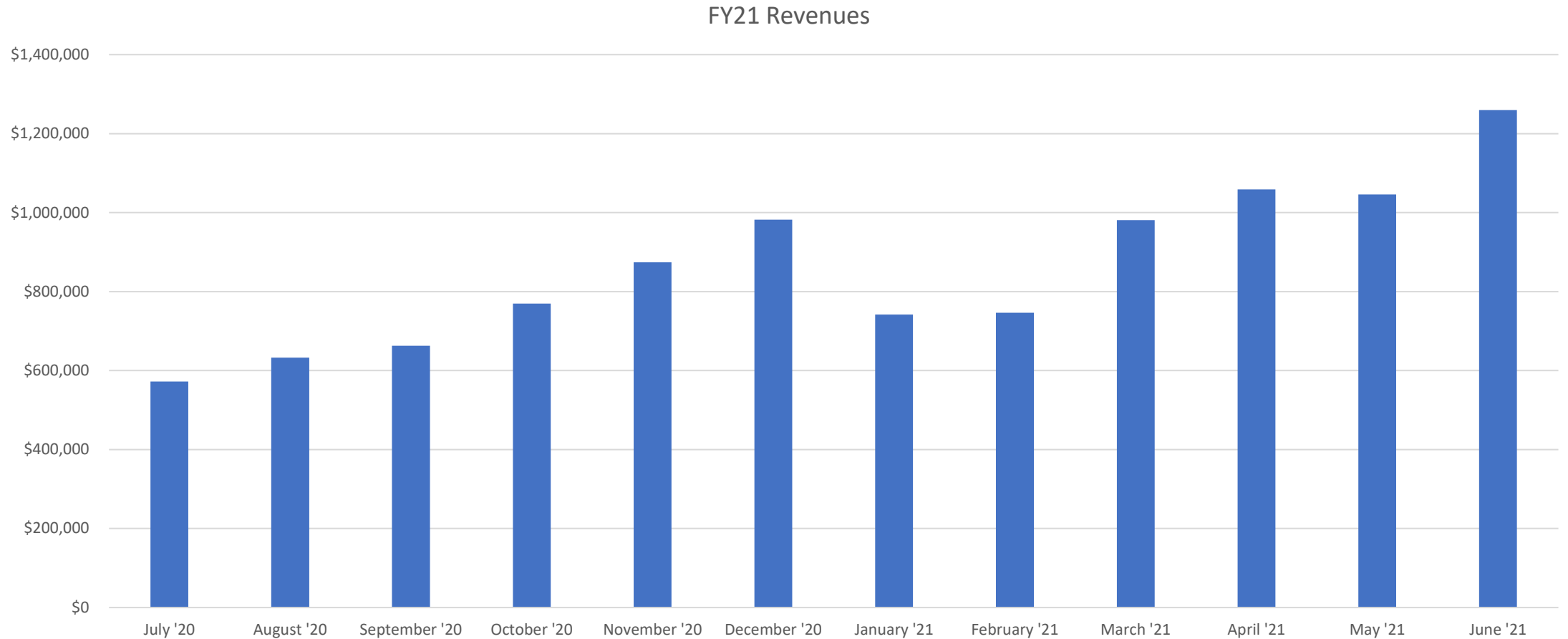


Benefits of joining the ARSSTC

Benefits to cities

- Increased sales tax revenues
 - Additional revenues not available outside of ARSSTC membership
 - Revenue from remote sales can help lessen revenue impact from decreased local sales due to Covid-19
 - Revenue from remote sales could range 3% - 12% of revenue from local sales
- Maintain local control of sales tax rates & exemptions
 - The ARSSTC is simply providing a service to cities

ARSSTC Revenues FY21





Community Impacts of Joining the ARSSTC

Community Impacts

- Your local sales tax will be collected by online sellers from your residents.
- Local businesses will no longer lose customers due to sales tax avoidance.
- To help alleviate the increased cost to its residents, but still benefit local businesses a city has multiple options to modify their local sales tax code:
 - Reduce your sales tax rate, or
 - Exempt certain categories of purchases such as groceries or fishing equipment as examples, or
 - Implement a tax cap on large ticket purchases.



How do we join the ARSSTC?

Joining the ARSSTC:

- Pass a resolution agreeing to join the ARSSTC
 - Sample model resolution available on arsstc.org
- Review local sales tax code with AMSTP staff
 - Consider additional exemptions such as tax cap or specific item exemptions to help reduce impact to local industry / residents.
- Adopt the Uniform Remote Seller Sales Tax Code by ordinance, either the full text or by reference
 - Uniform Code available on arsstc.org
- Sellers will have 30 days from effective date of Uniform Code adoption to begin collecting



A PATHWAY TO ONLINE SALES TAX COLLECTION

1

Join the Alaska Remote Sellers Sales Tax Commission (ARSSTC)



2

Provide Current Tax Code and Verification of Boundaries



3

Pass Uniform Tax Code



\$

Receive Tax Return and Remittance of Taxes Collected

YOU WILL NEED TO

- Pass a resolution agreeing to join the Alaska Remote Sellers Sales Tax Commission (ARSSTC)
- Send your current Code and confirm that your sales tax boundaries match your municipal boundaries
- Pass ordinance adopting the Uniform Tax Code
- Review your existing Code to make sure remote sales are not exempt
- Consider aligning with Uniform Tax Code on deadlines, compliance, definitions, etc.

THE COMMISSION WILL

- Notify remote sellers of your participation with a 30-day notice to comply
- Sellers will report and remit funds monthly
- Commission remits funds to the municipality

RESULTS

- Access to all reporting for your municipality
- A likely revenue increase for you



How does it all work?

Filing:

- The Commission has contracted with 2 software companies
- Sellers electronically file returns and submit payments through MUNIRevs
- Sellers have access to a GIS-based tax rate and exemptions look-up map maintained by TTR
- Revenues collected by the Commission are paid to jurisdiction, less applicable fees, via ACH

Fees:

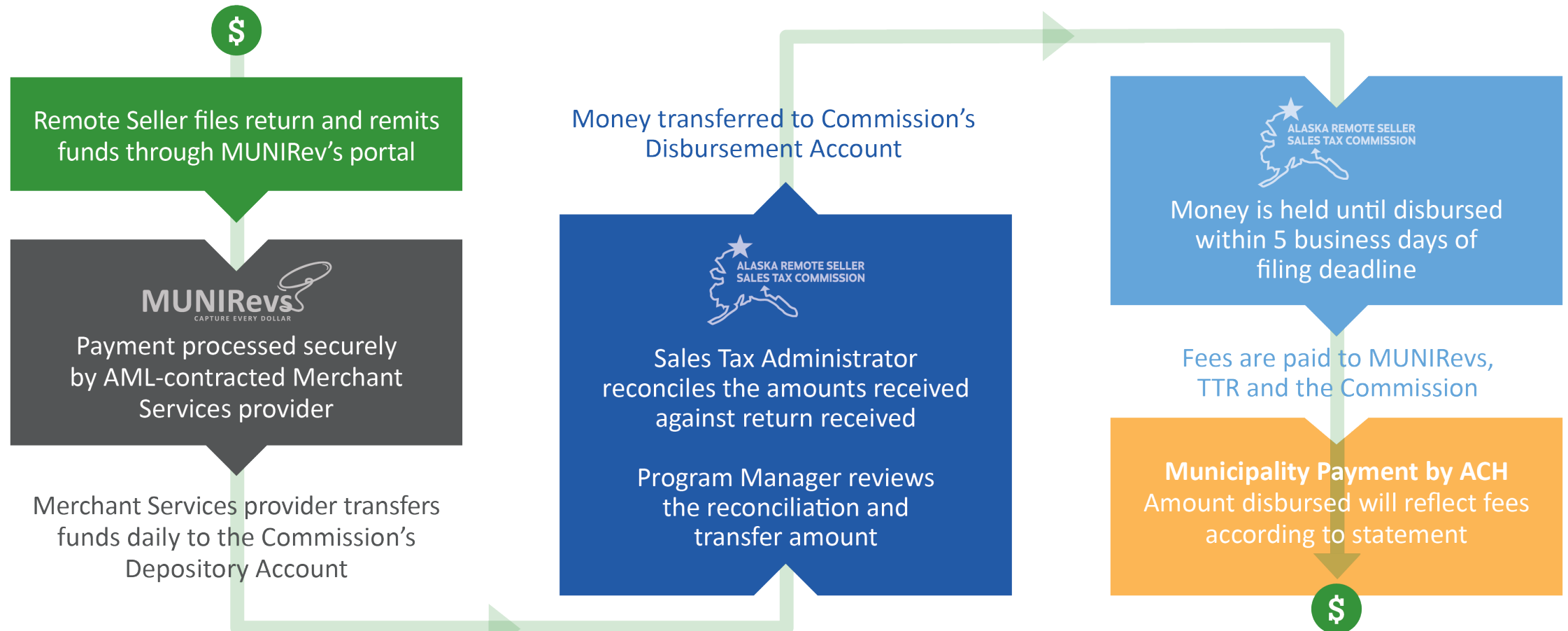
- There are 3 fees that are deducted from the monthly ACH to jurisdictions:

Type of fee	Annual Total Tax Collected		
	\$0 - \$10M	\$10M - \$20M	\$20M+
MUNIRevs Fee	12%	8%	4%
TTR Fee	1.25%	1.0%	.75%
Commission Fee	4%	4%	4%
Total:	17.25%	13%	8.75%



FLOW OF FUNDS

- Remote Seller
- MUNIREvs Portal
- ARSSTC Depository Account
- ARSSTC Disbursement Account
- Municipality



Program of AML



Tax return and remittance software



Data Management Software
GIS Mapping and Taxability



Contacts

- Nils Andreassen, AML Executive Director
 - 907-790-5305; nils@akml.org
- Clinton Singletary, Municipal Sales Tax Director
 - 907-790-5307; Clinton@akml.org
- Kara Johnson, Municipal Sales Tax Administrator
 - 907-790-5303; kara@akml.org
- Dawn Wesley, AML Shared Services Director
 - 907-790-5304; dawn@akml.org



Questions?

HEARINGS, ORDINANCES AND RESOLUTIONS

ORDINANCE 2021-04:
AMENDING
COMPENSATION OF
COUNCIL MEMBERS – 2ND
READING

Memo

To: Mayor Smith
From: Jordan Keeler, Administrator
cc: City Council
Date: August 2, 2021
Re: Ordinance 21-04 and 21-05

The resolutions for your consideration are related to council and mayor compensation. The first resolution, 21-04, adds a Special Meeting to City code and has a \$100 meeting fee. Most cities and boroughs in the state have a special meeting fee separate from a standard meeting fee. The fee is smaller as a special meeting would apply to a single subject that cannot wait until a regular council meeting. An example of a special meeting would be a personnel matter subject to City Council action or a time-sensitive resolution to take advantage of a funding opportunity on short notice. Given that the special meeting would be much shorter than a regular meeting, the stipend is less than a regular meeting.

The other ordinance for your consideration aligns the mayor's salary with the actual salary the past few years. Currently, the mayor's salary is \$36,000 per year, but code states \$24,000 per year or another amount subject to approval in the budget. Council has settled on the \$36,000 amount in the budget the past few years, but I think it is more transparent to list the actual salary that has been in use recently and to avoid the appearance of any impropriety.

I ask Council to approve these ordinances.

City of Sand Point



ORDINANCE 2021-04

AN ORDINANCE AMENDING CHAPTER 2 OF THE SAND POINT MUNICIPAL CODE TO CHANGE THE COMPENSATION FOR CITY COUNCIL MEMBERS

WHEREAS, the City of Sand Point recognizes the need for complete and clear language in our municipal code;

WHEREAS, the certain language currently in city code is out of date;

WHEREAS, the City must be transparent when spending funds;

WHEREAS, Chapter 2 requires updating;

NOW BE IT ORDAINED BY THE CITY COUNCIL OF SAND POINT, ALASKA:

Section 1. This is a code ordinance.

Section 2. Amendment of Chapter 2.20.050. Chapter 2.20.050 of the Sand Point Municipal Code is hereby amended to read as follows [new language is underlined, deletions are in brackets]:

§ 2.30.030. COMPENSATION OF COUNCIL MEMBERS.

Council members shall receive a \$500 meeting stipend for each regular Council meeting and \$100 meeting stipend for each special Council meeting attended either in person or telephonically. Health care benefits will not be provided by the city. Per diem payments or reimbursement for expenses are not compensation under this section.

Section 3. Effective Date. This ordinance shall be effective immediately.

**PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF
THE SAND POINT CITY COUNCIL THIS 12th DAY OF OCTOBER, 2021.**

ATTEST:

James Smith, Mayor

Shannon Sommer, City Clerk

DRAFT

Introduction and 1st Reading September 14, 2021
2nd Reading and Adoption October 12, 2021

ORDINANCE 2021-05:
AMENDING
COMPENSATION OF
MAYOR – 2ND READING

Memo

To: Mayor Smith
From: Jordan Keeler, Administrator
cc: City Council
Date: August 2, 2021
Re: Ordinance 21-04 and 21-05

The resolutions for your consideration are related to council and mayor compensation. The first resolution, 21-04, adds a Special Meeting to City code and has a \$100 meeting fee. Most cities and boroughs in the state have a special meeting fee separate from a standard meeting fee. The fee is smaller as a special meeting would apply to a single subject that cannot wait until a regular council meeting. An example of a special meeting would be a personnel matter subject to City Council action or a time-sensitive resolution to take advantage of a funding opportunity on short notice. Given that the special meeting would be much shorter than a regular meeting, the stipend is less than a regular meeting.

The other ordinance for your consideration aligns the mayor's salary with the actual salary the past few years. Currently, the mayor's salary is \$36,000 per year, but code states \$24,000 per year or another amount subject to approval in the budget. Council has settled on the \$36,000 amount in the budget the past few years, but I think it is more transparent to list the actual salary that has been in use recently and to avoid the appearance of any impropriety.

I ask Council to approve these ordinances.

City of Sand Point



ORDINANCE NO. 2021-05

AN ORDINANCE AMENDING CHAPTER 2 OF THE SAND POINT MUNICIPAL CODE TO CHANGE THE ANNUAL COMPENSATION FOR THE MAYOR

WHEREAS, the City of Sand Point recognizes the need for complete and clear language in our municipal code;

WHEREAS, the certain language currently in city code is out of date;

WHEREAS, the City must be transparent when spending funds;

WHEREAS, Chapter 2 requires updating;

NOW BE IT ORDAINED BY THE CITY COUNCIL OF SAND POINT, ALASKA:

Section 1. This is a code ordinance.

Section 2. Amendment of Chapter 2.30.030. Chapter 2.30.30 of the Sand Point Municipal Code is hereby amended to read as follows [new language is underlined, deletions are in brackets]:

§ 2.30.030. COMPENSATION OF MAYOR.

The salary of the Mayor is hereby increased to \$[2,000] 3,000 per month, unless the City Council establishes a different salary in the annual budget. Per diem payments and reimbursements for expenses are not compensation under this section.

Section 3. Effective Date. This ordinance shall be effective immediately.

PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE SAND POINT CITY COUNCIL THIS 12th DAY OF OCTOBER, 2021.

ATTEST:

James Smith, Mayor

Shannon Sommer, City Clerk

DRAFT

Introduction and 1st Reading September 14, 2021
2nd Reading and Adoption October 12, 2021

ORDINANCE 2021-06:
AMENDING UPLAND
STORAGE FEES – 1ST
READING

Memo

To: Mayor Smith
From: Jordan Keeler, Administrator
cc: City Council
Date: October 6, 2021
Re: Ordinance 2021-06 Harbor Language Clean Up

The City's Title 11 was reworked in 2011, likely in response to the bond that was used to finance the harbor renovation. There appears to have been a typo or transcription error that made its way into the written code. The language in 11.40.060 currently reads *"The same as moorage facilities use fees. However, a boat assigned to a Reserved mooring space shall be charged the haul-out area storage fee shall be 50% of the moorage facility fee."* This doesn't make any sense when you read it aloud and needs to be clarified. The City Clerk was able to find an archived copy of code before the language was changed and it reads *"The same as moorage facilities use fees, except that a boat assigned to a reserved mooring space shall be charged 50% of the moorage facility fee provided that a moorage facility is paid."* This language is clear and states that anyone who has a slip can be stored in the uplands at a rate 50% of their stall fee. The purpose of this ordinance to correct the existing language and set a clear expectation of harbor use fees for users and staff alike.

I ask City Council to approve this ordinance.

City of Sand Point



ORDINANCE 2021-06

AN ORDINANCE AMENDING CHAPTER 11 OF THE SAND POINT MUNICIPAL CODE TO CORRECT A SCRIVENER’S ERROR IN CHAPTER 11

WHEREAS, the City of Sand Point recognizes the need for complete and clear language in our municipal code;

WHEREAS, an update as part of the 2011 overhaul to Chapter 11 resulted in a scrivener’s error during the digitizing of City Code;

WHEREAS, Chapter 11 requires updating;

NOW BE IT ORDAINED BY THE CITY COUNCIL OF SAND POINT, ALASKA:

Section 1. This is a code ordinance.

Section 2. Amendment of Chapter 11.40.060. Chapter 11.40.060 of the Sand Point Municipal Code is hereby amended to read as follows [new language is underlined, deletions are in brackets]:

§ 11.40.060 UPLAND STORAGE FEES.

Upland Storage Fees

Cargo Vans	8 foot by 20 foot	\$300 per year (or any fraction thereof)
	8 foot by 40 foot	\$525 per year (or any fraction thereof)
Boats	finder 16 foot	\$100 per year (or any fraction thereof)
	16 foot to 20 foot	\$150 per year (or any fraction thereof)

21 feet and up

[The as moorage facilities use fees. However, a boat assigned to a Reserved mooring space shall be charged the haul-out area storage fee shall be 50% of the moorage facility fee.] The same as moorage facilities use fees, except that a boat assigned to a reserved mooring space shall be charged 50% of the moorage facility fee provided that a moorage facility is paid

Storage Anywhere on City Dock By the square foot

\$8 per 100 square feet per day. Minimum charge shall be \$8 per day.

All Other Storage By the square foot

\$0.07 per square foot per month (or any fraction thereof)

Section 3. Effective Date. This ordinance shall be effective immediately.

PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE SAND POINT CITY COUNCIL THIS 14th DAY OF DECEMBER, 2021.

ATTEST:

James Smith, Mayor

Shannon Sommer, City Clerk

RESOLUTION 21-09: CDBG APPLICATION

Memo

To: Mayor Smith
From: Jordan Keeler, Administrator
cc: City Council
Date: October 6, 2021
Re: CDBG Application and Resolution 21-09

The Community Development Block Grant (CDBG) is administered by the state of Alaska using federal funds. The CDBG is intended to provide low-to-moderate income communities funding to address community development, planning, and special economic development. This grant opportunity is competitive and subject to a maximum award amount \$850,000 and requires a 25% match. All incorporated municipalities in Alaska are eligible to apply, except Anchorage, as long as they meet the income requirements.

Part of the application requires public participation. The City must show that residents had an opportunity to review the project, the purchase of an air curtain burner (incinerator), and offer input on the project selection. The public must also have the ability to offer alternative proposals and the governing body, in this case City Council, must consider any alternatives offered as well as any comments offered on the selected project. To this end, the City Clerk posted a Public Notice at four places in Sand Point. The Public Notice contains a short primer on the CDBG program, what the City intends to apply for, and how to comment on the proposal by means of mail, email, phone calls and a notice of tonight's hearing. To date, the City has not received any feedback on the proposal, but residents may offer oral comments during the public hearing.

During the public hearing, I will address in detail the eligible activities under each of the three broad categories, why the City selected an incinerator, other choices considered, and how the incinerator meets the requirements of the City in context of the programmatic goals of the CDBG. Once this is complete, City Council will vote on the resolution that authorizes the City to participate in the CDBG and authorize it to submit an application. Please note that the resolution language is directly from the state and somewhat less descriptive than a standard resolution.

City of Sand Point



RESOLUTION 21-09

A RESOLUTION OF THE SAND POINT CITY COUNCIL AUTHORIZING PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

WHEREAS, the Council of the City of Sand Point wishes to provide a new incinerator for use in the community; and

WHEREAS, this entity is an applicant for a grant in the amount of \$160,000 from the Alaska Department of Commerce, Community, and Economic Development (hereinafter "Department"), under the CDBG program;

NOW, THEREFORE, BE IT RESOLVED THAT the Mayor of the City of Sand Point is hereby authorized to negotiate and execute any and all documents required for granting and managing funds on behalf of this organization. The mayor of Sand Point is also authorized to execute subsequent amendments to said grant agreement to provide for adjustments to the project within the scope of services or tasks, based upon the needs of the project.

PASSED AND APPROVED BY A DULY CONSTITUTED QUORUM OF THE CITY COUNCIL FOR THE CITY OF SAND POINT ON THIS 12th DAY OF OCTOBER, 2021.

CITY OF SAND POINT

James Smith, Mayor

ATTEST:

Shannon Sommer, City Clerk

OLD BUSINESS

DISCUSSION: MANDATE

NEW BUSINESS

Area M Seiners Association

P.O. Box 324

Sand Point, AK 99661

October 6, 2021

Mayor Smith and Council members,

Greetings to all! It is that time of year again when the Area M Seiners Association is asking for Membership Dues for 2021. This year, we are asking for \$5000.00 from each local government.

The Area M Seiners Association was formed in 2011. We currently have 37 members and hope to add to this number by years end.

As most everyone knows, right now the Board of Fish has some ACR's that will be brought up at the Work Session Oct 20-21, 2021. Our members have been working diligently to write comments against these actions. As always, our local fisheries seem to be put on the chopping block. By joining (donating), the City will be helping to offset costs not only for the next Board of Fish meetings, but also ensure we can work against any future ACR's.

We look forward to hearing from you.

Thank you,

Kiley Thompson

President

Alaska Municipal Attorneys Association (AMAA)

Annual Meeting – November 15-16 – Anchorage, AK

Alaska Municipal Management Association (AMMA)

Annual Meeting – November 17-19 – Anchorage, AK

Alaska Association of Municipal Clerks (AAMC)

[Athenian Dialogue – November 17 – Anchorage, AK](#)

Annual Conference – November 18-19 – Anchorage, AK

[Advanced Academy – November 20 – Anchorage, AK](#)

Alaska Conference of Mayors (ACoM)

Annual Meeting – November 18-19 – Anchorage, AK

Alaska Government Finance Officers Association (AGFOA)

Annual Meeting – November 17-19 – Anchorage, AK

Newly Elected Officials Training (NEO)

November 9-10, 2021

In addition to the regular conference, we are offering a virtual training for newly elected officials on November 9-10, 2021. There will be no cost to attend NEO this year. Registration can be completed online, using the same registration form as the Annual Local Government Conference. Materials, Zoom links and call-in information will be sent at a later date to the email address submitted on the registration form. Printed handbooks (\$50) can be purchased on the registration form, as well.

PUBLIC COMMENTS

EXECUTIVE SESSION: LEGAL

COUNCIL COMMENTS

ADJOURNMENT

FYI