

# CITY OF SAND POINT COUNCIL MEETING



Tuesday, October 8, 2024

Workshop: 2:00 pm

Meeting: 7:00 pm

**CALL TO ORDER**

# ROLL CALL

# APPROVAL OF AGENDA

# CITY OF SAND POINT

Packet will be available on website  
October 4, 2024 [www.sandpointak.com](http://www.sandpointak.com)



## MAYOR

Mayor James Smith - Office Exp. 2026

## COUNCIL MEMBERS

Austin Roof	Seat A - Exp. 2025
Jani Gundersen	Seat B - Exp. 2026
Amy Eubank	Seat C - Exp. 2025
Jack Foster Jr.	Seat D - Exp. 2026
Marita Gundersen	Seat E - Exp. 2024
Arlene Gundersen	Seat F - Exp. 2024

## SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

Regular Meeting

October 8, 2024 7:00 pm

*There will be a workshop at 2:00 pm.*

### CALL TO ORDER

### ROLL CALL

### APPROVAL OF AGENDA

### PUBLIC COMMENTS ON AGENDA ITEMS

### CERTIFICATION OF ELECTION/OATH OF OFFICE

### CONSENT AGENDA:

1. Minute: Regular Meeting Minutes of September 10, 2024

### REPORTS:

1. Public Works Director
2. Water & Sewer Supervisor
3. Harbormaster
4. Police Chief
5. EMS Coordinator & Fire Chief
6. Finance Officer
7. Administrator

### HEARINGS, ORDINANCES AND RESOLUTIONS:

1. Public Hearing: Ordinance 2024-04: An Ordinance of the Sand Point City Council Amending Chapter 4 of the Sand Point Municipal Code §2.40.020 Regular Council Meetings.
2. Ordinance 2024-04: (2<sup>nd</sup> Reading) An Ordinance of the Sand Point City Council Amending Chapter 4 of the Sand Point Municipal Code §2.40.020 Regular Council Meetings.

**OLD BUSINESS:** None

### NEW BUSINESS:

1. Donation Request: Close-Up 2025

**PUBLIC COMMENTS  
COUNCIL COMMENTS  
ADJOURNMENT**

*To participate telephonically, please call (253)205-0468 and use Meeting ID: 807 901 9744.*

# PUBLIC COMMENTS ON AGENDA ITEMS

# CERTIFICATION OF ELECTION

# City of Sand Point



## CERTIFICATION OF ELECTION

The City Council of Sand Point herewith certifies the October 1, 2024 General Election results as presented by the City Clerk as follows:

<b>CITY COUNCIL SEAT E</b>	<b>MARITA GUNDERSEN</b>
<b>CITY COUNCIL SEAT F</b>	<b>WILLIAM N. DUSHKIN JR.</b>

**The City Council by this certification herewith declares the following:**

- 1. Marita Gundersen** is elected to **Seat E** of the Sand Point City Council for a term of three (3) years, expiring October, 2027.
- 2. William N. Dushkin Jr.** is elected to **Seat F** of the Sand Point City Council for a term of three (3) years, expiring October, 2027.

**PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE  
SAND POINT CITY COUNCIL**

**This 8th day of October, 2024.**

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James Smith, Mayor

ATTEST:

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Jade Gundersen, City Clerk

# OATH OF OFFICE

# CONSENT AGENDA

**CALL TO ORDER:**

The regular meeting of the Sand Point City Council was held Tuesday, September 10, 2024 in the City Chambers and teleconference. Mayor James Smith called the meeting to order at 7:01 p.m.

**ROLL CALL:**

James Smith	Mayor	Present
Austin Roof	Seat A	Present
Jani Gundersen	Seat B	Present
Amy Eubank	Seat C	Present
Jack Foster Jr.	Seat D	Excused
Marita Gundersen	Seat E	Present
Arlene Gundersen	Seat F	Present

A quorum was established.

**Staff in attendance:**

- Debi Schmit, Administrator – Telephonically
- Kurtis Gundersen, Finance Officer –Telephonically
- Benjamin Allen, Acting Police Chief
- Julius Karlsen, Public Works Director—Telephonically
- Dylan Jacobsen, Water & Sewer Supervisor
- Allen Kuchenoff Jr., Harbormaster

**APPROVAL OF AGENDA:**

Mayor James Smith requested a motion to approve the agenda.

MOTION: Council Member Arlene Gundersen made a motion to approve the agenda.

SECOND: Council Member Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

**PUBLIC COMMENTS ON AGENDA ITEMS:** None

**CONSENT AGENDA:**

MOTION: Council Member Arlene Gundersen made a motion to approve the Regular Meeting Minutes of August 14, 2024.

SECOND: Council Member Austin Roof seconded the motion.

VOTE: Motion passed unanimously.

**REPORTS:**

Public Works Director – Julius Karlsen

Public Works Director Julius Karlsen read his report included in the packet.

Water/Sewer Director- Dylan Jacobsen

Water/Sewer Director Dylan Jacobsen read his report included in the packet.

Fire & EMS Director

Director Brady Gatlin’s report was included in the packet.

Harbor Master – Allen Kuchenoff Jr.

Harbor Master Allen Kuchenoff Jr.'s report included in the packet.

Police-Department

Officer Benjamin Allen's read his report was included in the packet.

Finance Officer – Kurtis Gundersen

Finance Officer Kurtis Gundersen reported that for the month of July, the City received \$45,829.42 in Raw Fish Tax and \$64,697.77 in Sales Tax.

Administrator – Debi Schmit

Administrator Debi Schmit read her report included in the packet. She added that the Water/Sewer Department was already addressing some of the deficiencies from the DEC report.

Council Member Austin Roof suggested that the council review the admin evaluations.

**HEARINGS, ORDINANCES, AND RESOLUTIONS:**

1. Ordinance 2024-04: An Ordinance of the Sand Point City Council Amending Chapter 4 of the Sand Point Municipal Code 2.40.020 Regular Council Meetings.

MOTION: Council Member Marita Gundersen made a motion to put Ordinance 2024-04: An Ordinance of the Sand Point City Council Amending Chapter 4 of the Sand Point Municipal Code 2.40.020 Regular Council Meetings on the floor for first reading.

SECOND: Council Member Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

2. Resolution 24-05: A Resolution of the Sand Point City Council Appointing Election Judges for the October 1, 2024 General City Election.

MOTION: Council Member Amy Eubank made a motion to adopt Resolution 24-05: A Resolution of the Sand Point City Council Appointing Election Judges for the October 1, 2024 General City Election.

SECOND: Council Member Arlene Gundersen seconded the motion.

VOTE: Motion passed unanimously.

**OLD BUSINESS:** None

**NEW BUSINESS:**

3. Eastern Aleutian Tribes Clinic Lease Renewal

MOTION: Council Member Austin Roof made a motion to renew the lease for Eastern Aleutian Tribes for the Sand Point Clinic.

SECOND: Council Member Amy Eubank seconded the motion.

VOTE: Motion passed unanimously.

4. Donation Request: Qagan Tayagungin Tribe Environmental Department End of Summer Clean-Up  
Clarissa Devine was present on behalf of Qagan Tayagungin Tribe's Environmental Department for the donation request.

MOTION: Council Member Austin Roof made a motion to approve the donation request of \$750 to the Qagan Tayagungin Tribe Environmental Department End of Summer Clean-Up.

SECOND: Council Member Marita Gundersen seconded the motion.

VOTE: Motion passed unanimously.

**PUBLIC COMMENTS:**

Dick Jacobsen would like to see the storage van ordinance enforced and asked what the status was on fish tax from Silver Bay Seafoods.

**COUNCIL COMMENTS:**

Council Member Austin Roof expressed his concern about the City's finances.

Council Member Amy Eubank thanked the city crew for all of their hard work.

**ADJOURNMENT:**

MOTION: Council Member Amy Eubank made a motion to adjourn.

SECOND: Council Member Arlene Gundersen seconded the motion.

The meeting adjourned at 7:40 pm.

\_\_\_\_\_  
James Smith Sr., Mayor

ATTEST:

\_\_\_\_\_  
Jade Gundersen, City Clerk

# REPORTS

**PUBLIC WORK  
DIRECTOR**

# City of Sand Point Public Works Department

## Monthly Report September 2024

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- Grade roads
- Water to shop
- Fueled City buildings
- Hauled vehicles and a boat to shop
- New brush on and greased sweeper
- Sweep roads
- Cleaned ditches
- New belt on plate compactor
- Changed voltage converter on Volvo loader
- New tires on water plant ford truck
- Moved bulldozer for Trident
- Hauled rock to a residence
- Worked on shop heater
- Worked on tires

# WATER & SEWER SUPERVISOR

# Water/Sewer City Council Report

September 2024

Dylan Jacobsen

- Monthly reports/water samples done
- Broke up grease and pumped at Russian Town sewer plant
- Set up 2 porta potties at the school for evening gym/library
- Pumped out porta potties for western marine
- Spoke with the Department of Natural Resources Dam Safety Program. We need to make an O&M manual for the dam, have an onsite monthly dam inspection filled out and an emergency response plan. They also say that we need to have a dam inspection by 11/13/24.
- ANTHC was here 9/18: went over the water treatment plant upgrade project with them, they gave us the ok to build the pad and place the generator. We had to order some rebar and conduit and still waiting on the finished schematic drawing from ANTHC.
- Working with HDR and members of the community on surveys for the lead service line project. We had a meeting with HDR and went over every building in town. We had a list of about 30 businesses/warehouses/sheds that we needed to account for in the field and have been working on that.
- DEC gave us a deadline on our “significant deficiencies” from our Sanitary Survey this year.

1: Insufficient air gap at the backwash to waste in the water plant. We have been working with them on solutions that wouldn't flood the water plant during backwash time. We have cut the first backwash pipe and installed a reducer which shortens the air gap requirement and causes less flooding in the water plant. The other 2 backwash downspout lines will have the same done shortly.

2: 500k gallon storage tank and access hatch are not water tight. I had to order some special NSF silicone that can be used at drinking water sites to make these repairs. We will be making these repairs to the tank.

3: Backflow preventer in a pit. The city has 2 backflow preventers in concrete vaults the harbor where we provide water to the floats. We need to install a drain to daylight in these vaults to be back into compliance for DEC to ensure if the vaults fill up with stormwater it will not backflow into our system.

# HARBORMASTER

Robert E. Galovin Small Boat Harbor Report  
September 2024

- Hauling and storing boats
- Did some maintenance on the big travel lift
- Working on bilge blocks

**POLICE CHIEF**



# SAND POINT POLICE DEPARTMENT

## MEMORANDUM

To: Honorable Jim Smith, Mayor, City of Sand Point  
Ms. Debi Schmit, City Administrator, City of Sand Point  
Mr. Austin Roof, City Councilperson, City of Sand Point  
Ms. Jane Gundersen, City Councilperson, City of Sand Point  
Ms. Amy Eubank, City Councilperson, City of Sand Point  
Mr. Jack Foster Jr, City Councilperson, City of Sand Point  
Ms. Marita Gundersen, City Councilperson, City of Sand Point  
Ms. Arlene Gundersen, City Councilperson, City of Sand Point

From: Chief of Police (Acting) Benjamin Allen

Date: September 30th, 2024

## SAND POINT POLICE DEPARTMENT MONTHLY REPORT FOR MAY 2024

### Police Department Roster

- Chief (Acting) Benjamin Allen #101
- Captain Richard Lowery #102
- Office/Jail Manager Vacant #103
- Officer Rob Stumph #104
- Officer Vacant #105
- Alfred 'Jesse' Pesterkoff 911 Dispatcher

# **POLICE ACTIVITY**

## **September 2024**

**0 arrested and lodged in the City Jail**

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### **33 Calls to 911**

- 1- Agency Assist (Cold Bay Clinic)
- 3- 911 Hangups
- 3- 911 Miscellaneous
- 2- 911/Misdial/pocket dials
- 11- MOC (Medical on Call) requests
- 1- Disturbance calls
- 2- Assault DV report
- 2- Suspicious Activities
- 1- Theft
- 1- Welfare Check
- 1- Suicidal Person
- 1- Assault
- 2- Bar Fight
- 2- Trespassing

### **Activity/Calls for service not on 911 – line**

- 1- Suicidal Person
- 1- REDDI Reports
- 1- Civil Papers Served
- 1- Damage to Property
- 2- Agency Assists
- 1- Welfare Checks
- 2- Criminal Trespass
- 2- Criminal Trespass Warnings
- 3- Disturbance call
- 18- Courtesy Transports
- 2- Intoxicated Persons
- 1- Found Property

2- Abandoned Vehicles

1- Motorist Assist

1- Miscellaneous

### **Officer Self-Initiated Activity**

4- Suspicious persons/vehicles

17- Bar checks

18- Courtesy Transports

783- Total Business Checks

13- Total Residence Checks

1,473- Total Citizen Contacts

1- Welfare Check

### **DMV/Driver Knowledge Tests**

1- Tests

### **Month of September 2024 Activity Summary**

- 529 miles patrolled
- 783 Business checks
- 13 Residence checks
- 217 Bar checks
- 1,473 Citizen contacts
- 3 Civil Papers served.
- 1 Driver Knowledge Tests

# EMS COORDINATOR & FIRE CHIEF

# FINANCE OFFICER

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

	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
July	81,992.40	51,221.78	113,532.23	75,441.44	67,267.52	45,829.42
August	88,100.71	27,115.98	138,608.76	28,751.91	37,886.59	58,474.19
September	65,893.27	24,635.83	50,718.35	32,212.43	25,915.43	-
October	51,476.42	18,438.92	54,051.75	38,400.61	153.87	-
November	3,495.99	1,111.79	1,794.82	-	-	-
December			480.71	2,762.41	-	-
January		2,616.57	19,887.44	19,465.94	28,856.65	-
February		37,744.95	0.38	28,231.08	-	-
March	13,306.96	38,681.59	524.88	1,887.34	29,513.98	-
April	13,500.37	30,237.38	51,631.27	-	-	-
May	8,261.04	15,943.63	23,111.00	10,590.34	2,126.23	-
June	16,659.69	121,562.18	72,778.80	36,093.24	46,134.61	-
<b>Total</b>	<b>342,686.85</b>	<b>369,310.60</b>	<b>527,120.39</b>	<b>273,836.74</b>	<b>237,854.88</b>	<b>104,303.61</b>

**Sales Tax Revenue**

	<u>FY20</u>	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>FY25</u>
July	88,102.92	61,022.60	70,786.04	89,695.85	83,882.57	85,150.87
August	102,628.84	62,489.92	74,541.89	95,714.41	116,589.59	61,206.42
September	86,603.67	65,441.59	102,222.37	73,512.92	116,657.57	-
October	75,277.68	50,576.22	71,318.24	106,675.97	56,952.90	-
November	42,723.86	35,912.73	51,328.38	36,554.18	33,598.73	-
December	50,112.63	44,715.17	83,784.18	79,385.83	82,012.32	-
January	34,118.45	39,231.36	47,846.93	59,987.67	50,610.18	-
February	35,316.83	49,311.31	50,102.23	54,955.61	35,285.55	-
March	48,712.31	67,978.55	65,376.73	81,865.34	72,757.01	-
April	33,711.29	47,933.84	45,696.71	36,090.81	33,900.31	-
May	47,729.27	47,260.30	52,776.83	35,672.95	49,729.69	-
June	71,991.16	82,115.58	102,952.69	137,542.76	105,313.28	-
<b>Total</b>	<b>-</b>	<b>653,989.17</b>	<b>818,733.22</b>	<b>887,654.30</b>	<b>837,289.70</b>	<b>146,357.29</b>

City of Sand Point  
Bank Balance

Date

	Balance	
Bank	End of August	Date
Key Bank	2,260,669.02	2,279,971.49
Wells Fargo - General	109,938.87	373,790.28
Wells Fargo - Bingo Fund	145,198.06	143,762.89
Wells Fargo - Silver Salmon Fund	21,649.61	28,543.68
Wells Fargo - PD Federal Forfeiture	593.67	593.67
Wells Fargo - PD State Forfeiture	6,666.61	6,666.61
Charles Schwab	704,505.23	710,501.46

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

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Current Period: AUGUST 24-25

	24-25 YTD Budget	24-25 YTD Amt	AUGUST MTD Amt	24-25 YTD Balance	% of YTD
<b>GENERAL FUND</b>					
LEGISLATIVE	\$98,100.00	\$15,179.60	\$6,682.62	\$82,920.40	15.47%
ADMINISTRATION	\$1,045,350.00	\$438,897.13	\$73,001.94	\$606,452.87	41.99%
PARKS AND RECREATION	\$12,500.00	\$5,000.13	\$2,321.31	\$7,499.87	40.00%
PUBLIC SAFETY	\$795,500.00	\$115,435.47	\$46,355.95	\$680,064.53	14.51%
PUBLIC WORKS	\$418,470.00	\$84,468.11	\$33,713.91	\$334,001.89	20.18%
FACILITIES	\$284,256.00	\$47,535.43	\$15,381.55	\$236,720.57	16.72%
<i>Total GENERAL FUND</i>	\$2,654,176.00	\$706,515.87	\$177,457.28	\$1,947,660.13	26.62%
<b>BINGO FUND</b>					
ADMINISTRATION	\$407,650.00	\$44,917.33	\$29,010.22	\$362,732.67	11.02%
<i>Total BINGO FUND</i>	\$407,650.00	\$44,917.33	\$29,010.22	\$362,732.67	11.02%
<b>SILVER SALMON DERBY</b>					
FIRE	\$27,274.00	\$16,356.86	\$10,582.82	\$10,917.14	59.97%
<i>Total SILVER SALMON DERBY</i>	\$27,274.00	\$16,356.86	\$10,582.82	\$10,917.14	59.97%
<b>ARPA LOCAL GOVT LOST REV</b>					
FACILITIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total ARPA LOCAL GOVT LOST REV</i>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>CLINIC OPERATIONS/MAINTENANCE</b>					
ADMINISTRATION	\$81,236.00	\$0.00	\$0.00	\$81,236.00	0.00%
FACILITIES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total CLINIC OPERATIONS/MAINTENANCE</i>	\$81,236.00	\$0.00	\$0.00	\$81,236.00	0.00%
<b>ROCK CRUSHER ENTERPRISE FUND</b>					
PUBLIC WORKS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total ROCK CRUSHER ENTERPRISE FUND</i>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>WATER/SEWER OPERATIONS</b>					
WATER/SEWER	\$247,000.00	\$52,045.07	\$28,843.46	\$194,954.93	21.07%
<i>Total WATER/SEWER OPERATIONS</i>	\$247,000.00	\$52,045.07	\$28,843.46	\$194,954.93	21.07%
<b>HARBOR/PORT OPERATIONS</b>					
HARBOR	\$500,500.00	\$112,541.18	\$50,183.73	\$387,958.82	22.49%
<i>Total HARBOR/PORT OPERATIONS</i>	\$500,500.00	\$112,541.18	\$50,183.73	\$387,958.82	22.49%
<b>SOA DOCK</b>					
HARBOR	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<i>Total SOA DOCK</i>	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>REFUSE COLLECTION</b>					
PUBLIC WORKS	\$122,400.00	\$30,365.54	\$12,954.72	\$92,034.46	24.81%
<i>Total REFUSE COLLECTION</i>	\$122,400.00	\$30,365.54	\$12,954.72	\$92,034.46	24.81%
<b>Report Total</b>	\$4,040,236.00	\$962,741.85	\$309,032.23	\$3,077,494.15	23.83%

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

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Current Period: AUGUST 24-25

			24-25	24-25	AUGUST	24-25	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
<b>GENERAL FUND</b>							
Active	R 01-002	GENERAL FUND/WELLS F	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-186	DEFERED INFLOWS LEAS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-200	CAPITAL GAIN / LOSS	\$0.00	\$25,446.20	\$10,432.79	-\$25,446.20	0.00%
Active	R 01-201	INTEREST INCOME	\$100,000.00	\$24,977.96	\$11,825.53	\$75,022.04	24.98%
Active	R 01-202	FINES AND PENALTIES	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
Active	R 01-203	OTHER REVENUE	\$5,500.00	\$0.00	\$0.00	\$5,500.00	0.00%
Active	R 01-205	4% SALES TAX	\$875,000.00	\$216,189.89	\$92,630.39	\$658,810.11	24.71%
Active	R 01-208	CARES INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-213	RAW FISH TAX	\$350,000.00	\$91,964.03	\$49,268.10	\$258,035.97	26.28%
Active	R 01-214	FINE-LATE SALES TAX	\$1,500.00	\$2,667.71	\$346.22	-\$1,167.71	177.85%
Active	R 01-217	7% B & B Tax	\$15,000.00	\$2,759.30	\$1,260.98	\$12,240.70	18.40%
Active	R 01-225	PAYMENT IN LIEU OF TAX	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-230	DONATIONS	\$60,000.00	\$0.00	\$0.00	\$60,000.00	0.00%
Active	R 01-232	FIRE MISC REVENUE	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
Active	R 01-233	BUSINESS LIC. FEE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	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	\$40,000.00	\$0.00	\$0.00	\$40,000.00	0.00%
Active	R 01-250	STATE REVENUE SHARIN	\$85,000.00	\$0.00	\$0.00	\$85,000.00	0.00%
Active	R 01-256	REVENUE--STATE OF ALA	\$20,000.00	\$2,032.66	\$2,032.66	\$17,967.34	10.16%
Active	R 01-257	REVENUE--FEDERAL GOV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-258	REVENUE--ALEUTIANS EA	\$100,000.00	\$0.00	\$0.00	\$100,000.00	0.00%
Active	R 01-260	STATE LIQUOR SHARE TA	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Active	R 01-265	SOA DOCCED SHARED FI	\$35,000.00	\$0.00	\$0.00	\$35,000.00	0.00%
Active	R 01-266	SOA DOR FISH BUS SHAR	\$165,000.00	\$0.00	\$0.00	\$165,000.00	0.00%
Active	R 01-285	EQUIPMENT RENTAL	\$25,000.00	\$4,060.00	\$4,060.00	\$20,940.00	16.24%
Active	R 01-288	GASB 87 LEASE REVENU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-289	GASB 87 INTEREST REVE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-290	AK HIDTA PROGRAM	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
Active	R 01-291	BUILDING RENTALS	\$115,000.00	\$14,102.10	\$8,855.54	\$100,897.90	12.26%
Active	R 01-293	LIBRARY GRANT	\$7,000.00	\$0.00	\$0.00	\$7,000.00	0.00%
Active	R 01-296	PD FORFEITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 01-297	POLICE MISC REVENUE	\$150,000.00	\$998.00	\$998.00	\$149,002.00	0.67%
Active	R 01-298	EMS MISC REVENUE	\$60,000.00	\$0.00	\$0.00	\$60,000.00	0.00%
		<b>Total</b>	<u>\$2,270,000.00</u>	<u>\$385,197.85</u>	<u>\$181,710.21</u>	<u>\$1,884,802.15</u>	<u>16.97%</u>
		<b>Total GENERAL FUND</b>	\$2,270,000.00	\$385,197.85	\$181,710.21	\$1,884,802.15	16.97%
<b>BINGO FUND</b>							
Active	R 02-294	BINGO REVENUE	\$20,000.00	\$3,208.00	\$2,274.00	\$16,792.00	16.04%
Active	R 02-295	PULL TAB REVENUE	\$390,000.00	\$44,295.00	\$29,304.00	\$345,705.00	11.36%
		<b>Total</b>	<u>\$410,000.00</u>	<u>\$47,503.00</u>	<u>\$31,578.00</u>	<u>\$362,497.00</u>	<u>11.59%</u>
		<b>Total BINGO FUND</b>	\$410,000.00	\$47,503.00	\$31,578.00	\$362,497.00	11.59%
<b>SILVER SALMON DERBY</b>							
Active	R 03-230	DONATIONS	\$2,250.00	\$500.00	\$500.00	\$1,750.00	22.22%
Active	R 03-292	SILVER SALMON DERBY	\$43,436.00	\$405.00	\$0.00	\$43,031.00	0.93%
		<b>Total</b>	<u>\$45,686.00</u>	<u>\$905.00</u>	<u>\$500.00</u>	<u>\$44,781.00</u>	<u>1.98%</u>
		<b>Total SILVER SALMON DERBY</b>	\$45,686.00	\$905.00	\$500.00	\$44,781.00	1.98%
<b>ARPA LOCAL GOVT LOST REV</b>							

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

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Current Period: AUGUST 24-25

			24-25	24-25	AUGUST	24-25	% of
			YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Active	R 09-130	DEFERRED REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 09-256	REVENUE--STATE OF ALA	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 09-257	REVENUE--FEDERAL GOV	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Total ARPA LOCAL GOVT LOST REV</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>CLINIC OPERATIONS/MAINTENANCE</b>							
Active	R 10-257	REVENUE--FEDERAL GOV	\$308,000.00	\$0.00	\$0.00	\$308,000.00	0.00%
Active	R 10-288	GASB 87 LEASE REVENU	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 10-289	GASB 87 INTEREST REVE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 10-291	BUILDING RENTALS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>			<b>\$308,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$308,000.00</b>	<b>0.00%</b>
<b>Total CLINIC OPERATIONS/MAINTENANCE</b>			<b>\$308,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$308,000.00</b>	<b>0.00%</b>
<b>WATER/SEWER OPERATIONS</b>							
Active	R 61-202	FINES AND PENALTIES	\$1,200.00	\$200.54	\$62.76	\$999.46	16.71%
Active	R 61-203	OTHER REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-206	WATER/SEWER REVENU	\$236,250.00	\$39,145.34	\$20,186.16	\$197,104.66	16.57%
Active	R 61-234	SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 61-235	TRANSFER IN	\$30,500.00	\$0.00	\$0.00	\$30,500.00	0.00%
Active	R 61-270	ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>			<b>\$267,950.00</b>	<b>\$39,345.88</b>	<b>\$20,248.92</b>	<b>\$228,604.12</b>	<b>14.68%</b>
<b>Total WATER/SEWER OPERATIONS</b>			<b>\$267,950.00</b>	<b>\$39,345.88</b>	<b>\$20,248.92</b>	<b>\$228,604.12</b>	<b>14.68%</b>
<b>HARBOR/PORT OPERATIONS</b>							
Active	R 62-201	INTEREST INCOME	\$6,000.00	\$647.69	\$259.36	\$5,352.31	10.79%
Active	R 62-203	OTHER REVENUE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	0.00%
Active	R 62-210	HARBOR/MOORAGE	\$300,000.00	\$45,767.19	\$37,990.23	\$254,232.81	15.26%
Active	R 62-211	HARBOR/TRAVELLIFT	\$80,000.00	\$16,629.42	\$7,068.24	\$63,370.58	20.79%
Active	R 62-212	BOAT HARBOR/RENTS	\$135,000.00	\$23,992.68	\$590.70	\$111,007.32	17.77%
Active	R 62-215	HARBOR/WHARFAGE	\$35,000.00	\$2,484.94	\$1,778.56	\$32,515.06	7.10%
Active	R 62-219	HARBOR ELEC SERVICE	\$9,000.00	\$1,210.56	\$677.93	\$7,789.44	13.45%
Active	R 62-220	HARBOR/ELEC DEPOSIT	\$500.00	\$100.00	\$100.00	\$400.00	20.00%
Active	R 62-221	HARBOR/VAN STORAGE	\$20,000.00	\$0.00	\$0.00	\$20,000.00	0.00%
Active	R 62-222	HARBOR/STALL ELECTRI	\$50,000.00	\$9,076.57	\$6,175.94	\$40,923.43	18.15%
Active	R 62-223	HARBOR/ELECTRICITY	\$2,000.00	\$797.99	\$200.52	\$1,202.01	39.90%
Active	R 62-224	GEARSHED LOCKER REN	\$15,000.00	\$116.66	\$116.66	\$14,883.34	0.78%
Active	R 62-234	SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 62-237	HARBOR STORAGE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	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	\$12,000.00	\$2,612.13	\$928.62	\$9,387.87	21.77%
Active	R 62-299	GAIN/LOSS DISPOSITION	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>			<b>\$674,500.00</b>	<b>\$103,435.83</b>	<b>\$55,886.76</b>	<b>\$571,064.17</b>	<b>15.34%</b>
<b>Total HARBOR/PORT OPERATIONS</b>			<b>\$674,500.00</b>	<b>\$103,435.83</b>	<b>\$55,886.76</b>	<b>\$571,064.17</b>	<b>15.34%</b>
<b>SOA DOCK</b>							
Active	R 63-215	HARBOR/WHARFAGE	\$35,000.00	\$2,400.00	\$1,200.00	\$32,600.00	6.86%
Active	R 63-245	CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>			<b>\$35,000.00</b>	<b>\$2,400.00</b>	<b>\$1,200.00</b>	<b>\$32,600.00</b>	<b>6.86%</b>
<b>Total SOA DOCK</b>			<b>\$35,000.00</b>	<b>\$2,400.00</b>	<b>\$1,200.00</b>	<b>\$32,600.00</b>	<b>6.86%</b>
<b>REFUSE COLLECTION</b>							

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

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Current Period: AUGUST 24-25

		24-25	24-25	AUGUST	24-25	% of
		YTD Budget	YTD Amt	MTD Amt	YTD Balance	YTD
Active	R 65-202 FINES AND PENALTIES	\$1,000.00	\$105.09	\$35.03	\$894.91	10.51%
Active	R 65-204 REFUSE COLLECTION	\$153,000.00	\$30,869.26	\$17,572.85	\$122,130.74	20.18%
Active	R 65-234 SB 46 PERS RELIEF	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 65-235 TRANSFER IN	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Active	R 65-270 ON BEHALF REVENUE PE	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
<b>Total</b>		<u>\$154,000.00</u>	<u>\$30,974.35</u>	<u>\$17,607.88</u>	<u>\$123,025.65</u>	<u>20.11%</u>
<b>Total REFUSE COLLECTION</b>		<u>\$154,000.00</u>	<u>\$30,974.35</u>	<u>\$17,607.88</u>	<u>\$123,025.65</u>	<u>20.11%</u>
<b>Report Total</b>		\$4,165,136.00	\$609,761.91	\$308,731.77	\$3,555,374.09	14.64%

CITY OF SAND POINT

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\*Fund Summary -  
Budget to Actual©

AUGUST 24-25

	24-25 YTD Budget	AUGUST MTD Amount	24-25 YTD Amount	24-25 YTD Balance	24-25 % YTD Budget
<b>FUND 01 GENERAL FUND</b>					
Revenue	\$2,270,000.00	\$181,710.21	\$385,197.85	\$1,884,802.15	16.97%
Expenditure	\$2,654,176.00	\$177,457.28	\$706,515.87	\$1,947,660.13	26.62%
		\$4,252.93	-\$321,318.02		
<b>FUND 02 BINGO FUND</b>					
Revenue	\$410,000.00	\$31,578.00	\$47,503.00	\$362,497.00	11.59%
Expenditure	\$407,650.00	\$29,010.22	\$44,917.33	\$362,732.67	11.02%
		\$2,567.78	\$2,585.67		
<b>FUND 03 SILVER SALMON DERBY</b>					
Revenue	\$45,686.00	\$500.00	\$905.00	\$44,781.00	1.98%
Expenditure	\$27,274.00	\$10,582.82	\$16,356.86	\$10,917.14	59.97%
		-\$10,082.82	-\$15,451.86		
<b>FUND 09 ARPA LOCAL GOVT LOST REV</b>					
Revenue	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$0.00	\$0.00		
<b>FUND 10 CLINIC OPERATIONS/MAINTENANCE</b>					
Revenue	\$308,000.00	\$0.00	\$0.00	\$308,000.00	0.00%
Expenditure	\$81,236.00	\$0.00	\$0.00	\$81,236.00	0.00%
		\$0.00	\$0.00		
<b>FUND 61 WATER/SEWER OPERATIONS</b>					
Revenue	\$267,950.00	\$20,248.92	\$39,345.88	\$228,604.12	14.68%
Expenditure	\$247,000.00	\$28,843.46	\$52,045.07	\$194,954.93	21.07%
		-\$8,594.54	-\$12,699.19		
<b>FUND 62 HARBOR/PORT OPERATIONS</b>					
Revenue	\$674,500.00	\$55,886.76	\$103,435.83	\$571,064.17	15.34%
Expenditure	\$500,500.00	\$50,183.73	\$112,541.18	\$387,958.82	22.49%
		\$5,703.03	-\$9,105.35		
<b>FUND 63 SOA DOCK</b>					
Revenue	\$35,000.00	\$1,200.00	\$2,400.00	\$32,600.00	6.86%
Expenditure	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
		\$1,200.00	\$2,400.00		
<b>FUND 65 REFUSE COLLECTION</b>					
Revenue	\$154,000.00	\$17,607.88	\$30,974.35	\$123,025.65	20.11%
Expenditure	\$122,400.00	\$12,954.72	\$30,365.54	\$92,034.46	24.81%
		\$4,653.16	\$608.81		
<b>Report Total</b>		-\$300.46	-\$352,979.94		

# ADMINISTRATOR



City of Sand Point

## MEMORANDUM

**TO:** Mayor Smith and City Council Members  
**FROM:** Debi Schmit, City Administrator  
**DATE:** October 3, 2024  
**SUBJECT:** Monthly Report

Here is a summary of my projects since our last meeting:

- Relocated back to the Anchorage office at the end of September.
- Altman, Rogers & Co. planned to present the FY23 audit at this meeting, but it will most likely be postponed until the November meeting. They had a few more questions as they were completing the document.
- Worked on reports to the state on annual payroll, harbor operation revenue and costs, the community assistance program, and various grants including ARPA, LGLR, and SLCGP.
- I met with the harbormaster and office assistant to review harbor operations. We identified some areas for improvement immediately and projects for the winter months.
- Worked with the Mayor on a harbor property lease agreement, police department and employment, EMS and Fire Department plan, and raw fish tax. These are all ongoing, and we will provide updates at the meeting.
- Talked to various state departments and researched grant opportunities for capital improvement projects.

# HEARINGS, ORDINANCES & RESOLUTIONS

**City of Sand Point**



**ORDINANCE 2024-04**

**AN ORDINANCE AMENDING CHAPTER 4 OF THE SAND POINT MUNICIPAL CODE TO UPDATE 2.40.020 REGULAR COUNCIL MEETINGS.**

**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**, there are circumstances where a quorum may not be available for the regular meeting date or it conflicts with significant dates in the community;

**WHEREAS**, there are multiple location options available for hosting the meeting to provide flexibility in the event that a change in venue is necessary; and therefore, the meeting should not be limited to a specific location;

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

**Section 1.** This is a code ordinance.

**Section 2. Amendment of Chapter 4, Section 2.40.020.** Chapter 2.40.020 of the Sand Point Municipal Code is hereby amended to read as follows [new language is underlined; deletions are in struck through]:

**§ 2.40.020. REGULAR COUNCIL MEETINGS**

- (a) All regular meetings of the Council shall be held on the second Tuesday of each month at 7:00 pm. If the mayor determines, prior to the scheduled date and time of a regular meeting, that a quorum will not be present or that the meeting date conflicts with other significant community events, the mayor may reschedule the meeting to a specified date and time. The mayor must provide at least 7 days' notice of the rescheduled meeting to

both council members and the public. A regular meeting rescheduled in this manner shall not be considered a special meeting.

- (b) The usual place of the Council meetings shall be at the City Building; provided, however, that in the event of any condition which renders the meeting place unfit to conduct any regular meeting of the Council, ~~the meeting may be moved to the community school.~~ the meeting may be moved to a public location with 24-hour notice given of the location change.

**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 8<sup>th</sup> DAY OF OCTOBER, 2024.**

ATTEST:

\_\_\_\_\_  
James Smith, Mayor

\_\_\_\_\_  
Jade Gundersen, City Clerk

# OLD BUSINESS

# NEW BUSINESS



# CITY OF SAND POINT DONATION REQUEST APPLICATION

This form must be completed to be considered for a donation from the City of Sand Point. A letter may be included.

TODAY'S DATE: \_\_\_\_\_ DATE(S) OF EVENT: \_\_\_\_\_

ORGANIZATION/BENEFICIARY NAME: \_\_\_\_\_

PERSON COMPLETING THIS FORM: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_

AMOUNT REQUESTED: \$ \_\_\_\_\_ (An amount range is acceptable)

If Approved: Who should the check be made out to: \_\_\_\_\_

If Approved: Mailing address of donation recipient: \_\_\_\_\_

Number of participants benefiting from donation: \_\_\_\_\_

How will the participants benefit from this donation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is your estimated budget? Where does the City donation fit into the budget? Who are, if any, the other donors? Please limit your answer to no more than one page.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you willing to report back, without a reminder, to the Mayor and Council describing you event/project within two months? Yes                      No

### FOR OFFICE USED ONLY

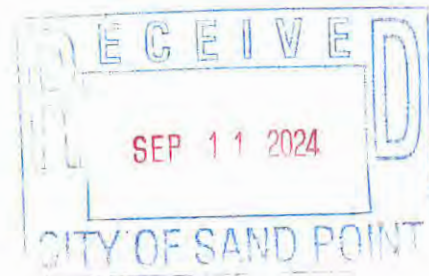
Submit applications to:  
City of Sand Point  
Attn: City Clerk  
PO Box 249  
Sand Point, Alaska 99661  
Or you may submit via e-mail to: [sptcity@arctic.net](mailto:sptcity@arctic.net)

Date Received: \_\_\_\_\_  
Council Decision:  
Approved  
Denied  
Tabled for more information  
Amount approved: \_\_\_\_\_

If you have any questions, please feel free to contact the City Clerk at (907)383-2696.

Sand Point School  
P.O. Box 269  
Sand Point, AK 99661

September 6, 2024



Dear City of Sand Point,

The Close-Up 2025 students are making plans to travel in April of 2025 to Washington DC and New York City for the Close-Up Program.

This educational program is a very important part of each student's high school experience. Some of the activities that they will be participating in include attending educational workshops within the Close-Up Program, visiting the Capitol Building, the National Monuments, and the Smithsonian Museums. This trip also includes going to New York City where they will have the opportunity to visit the 911 Memorial, Staten Island, the Statue of Liberty, Wall Street, the Metropolitan Museum of Art, and a Broadway show. The experiences and knowledge that they will gain is so beneficial for each of them.

I know that you have supported Close Up in the past. The students are requesting a donation to help support them in attending this amazing trip that costs approximately \$6,530 per student. Your donation is greatly appreciated to help them reach their goal. Thank you for your consideration.

Sincerely,

A collection of handwritten signatures in pink, blue, and black ink. The signatures include 'Donovan Nielsen', 'Tyler', 'Mrs. K. McMillan', and 'Misty Marine'.

Close-Up 2025

Donovan Nielsen, Tyler Gundersen, Misty Marine, Leah Rosete, Charlotte Marcus, and Karen McMillan

# PUBLIC COMMENTS

# COUNCIL COMMENTS

# ADJOURNMENT

**FYI**