

CITY OF SAND POINT COUNCIL MEETING



Tuesday, February 11, 2025

Workshop: 2:00 pm

Meeting: 7:00 pm

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

CITY OF SAND POINT

The packet will be available on the website
February 7, 2025 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. 2027
William Dushkin Jr.	Seat F - Exp. 2027

SAND POINT CITY COUNCIL MEETING AGENDA CITY CHAMBERS

February 11, 2025

7:00 pm

Regular Meeting

2:00 pm

Workshop

To participate telephonically, please call (253)205-0468 and
use Meeting ID: 807 901 9744 Passcode: 2696

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC COMMENTS ON AGENDA ITEMS
5. CONSENT AGENDA:
 1. Minute: Regular Meeting Minutes of January 14, 2025
 2. Minute: Special Meeting Minutes of January 28, 2025
6. REPORTS:
 1. Public Works Director
 2. Water & Sewer Supervisor
 3. Harbormaster
 4. Police Chief
 5. EMS Coordinator & Fire Chief
 6. Finance Officer
 7. Administrator
7. HEARINGS, ORDINANCES AND RESOLUTIONS: None
8. OLD BUSINESS:
 1. 2025 Leases
 - a. KSDP Lease
 - b. Old Clinic Leases
9. NEW BUSINESS:

1. Memorandum of Agreement: State of Alaska Department of Transportation and Public Facilities Alaska Marine High System and City of Sand Point Regarding Use of Sand Point City Dock
2. Bank of America Authorized User Change Request
3. Donation Request: Qagan Tayagungin Tribe Earth Day Fair

10. PUBLIC COMMENTS

11. COUNCIL COMMENTS

12. ADJOURNMENT

PUBLIC COMMENTS ON AGENDA ITEMS

CONSENT AGENDA

CALL TO ORDER:

The Sand Point City Council's regular meeting was held Tuesday, January 14, 2025, in the City Chambers and via teleconference. Mayor James Smith called the meeting to order at 7:00 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	Present
Marita Gundersen	Seat E	Present
William "Billy" Dushkin Jr.	Seat F	Present

A quorum was established.

Staff in attendance:

- Debi Schmit, Administrator
- Kurtis Gundersen, Finance Officer – Telephonically
- Benjamin Allen, Police Chief
- 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 Marita Gundersen moved to approve the agenda with the correction of the Resolution number to Resolution 25-01.

SECOND: Council Member Billy Dushkin Jr. seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS ON AGENDA ITEMS: None

CONSENT AGENDA:

MOTION: Council Member Amy Eubank moved to approve the Regular Meeting Minutes of November 25, 2025.

SECOND: Council Member Billy Dushkin Jr. seconded the motion.

VOTE: Motion passed unanimously.

REPORTS:

Public Works Director – Julius Karlsen– Telephonically

Public Works Director Julius Karlsen’s report was included in the packet. Mayor Smith added that the Unga Tribe donated \$390,000 for the purchase of an excavator and trailer.

Water/Sewer Director- Dylan Jacobsen

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

Harbormaster– Allen Kuchenoff Jr.

Harbormaster Allen Kuchenoff Jr. read his report included in the packet.

Police Chief- Ben Allen

Police Chief Ben Allen read his report included in the packet. He added that the big issue for December was the 911 system being down and it is not completely resolved between GCI and Fastwyre. He also attended an FBI National Academy Association Conference in Anchorage and learned our insurance company is working on a police policy for the entire state. If we adopt it, we would get 5% off of our insurance bill.

EMS & Fire

Mayor Smith stated that the response to the fire went well and that there is one applicant for EMS Director.

Finance Officer – Kurtis Gundersen

Finance Officer Kurtis Gundersen reported that for November, the City received \$2,714.99 in Raw Fish Tax and \$18,529.72 in Sales Tax Revenue.

Administrator – Debi Schmit

Administrator Debi Schmit read her report included in the packet. She added that she worked with Finance to take a closer look at the leases that council requested and some issues were found and rate changes may be recommended. Also, she is preparing CIP projects to submit to the federal and State of Alaska governments with hopes to get something funded this year with help from the lobbyist. She is working with EATS on the clinic project plans and EATS asked for us to hold off on the clinic floor project while they working on helping get it funded.

HEARINGS, ORDINANCES, AND RESOLUTIONS:

1. Resolution 25-01: A Resolution of the City of Sand Point Establishing the Capital Improvement Project List

Administrator Debi Schmit read the recommended changes to the list from the workshop which included: 1. Sand Point Culvert and Dam Repair, 2. Humboldt Slough Bridge Rehabilitation, 3. Sand Point Harbor and Side Roads Improvement, 4. Landfill Relocation, 5. Harbor Travelift Fingers, and 6. Harbor Footbridge Rehabilitation.

MOTION: Council Member Austin Roof moved to adopt Resolution 25-01: with the correction to number 5, replacing landfill with travellift.

SECOND: Council Member Billy Dushkin seconded the motion.

VOTE: Motion passed unanimously.

OLD BUSINESS: None

NEW BUSINESS:

1. Western Marine Construction Harbor Lease Revision Proposal

Mayor Smith explained that Western Marine Construction wanted to extend the previously approved harbor lease terms to September 30, 2025 instead of May 1, 2025 with the exchange for the 3,000 cubic

yards of gravel. Administrator Debi Schmit added that the lease was approved by council at the November meeting, and when sent to Western Marine Construction for signature, they requested that we change the date. Mayor Smith has been in discussion with them regarding getting sand. No action taken.

2. Eastern Aleutian Tribes Revised Clinic Lease Revision Proposal

Administrator Debi Schmit explained that this lease approved by council at the September meeting as a 3-year lease. Due to GASB 87, Eastern Aleutian Tribes requested a 1-year lease instead.

MOTION: Council Member Marita Gundersen moved to amend the Eastern Aleutian Tribes Clinic Lease for a 1-year term through September 30, 2025.

SECOND: Council Member Amy Eubank seconded the motion.

VOTE: Motion passed unanimously.

3. 2025 Hickey and Associates Contract

Administrator Debi Schmit explained that Mark Hickey has been the lobbyist for the City of Sand Point since 2007. In the past, the contract was from \$15,000-\$18,000 annually, but was adjusted to \$8,000 in 2020. They had considered not recommending this to be passed, but received a report from the Governor’s Task Force on Fisheries threatening raw fish tax in Alaska and recommend keeping Mark Hickey as the lobbyist for that and other funding needs.

MOTION: Council Member Jack Foster Jr. moved to approve the 2025 Hickey and Associates Contract.

SECOND: Council Member Billy Dushkin Jr. seconded the motion.

VOTE: Motion passed unanimously.

4. Donation Request: Class of 2025

Students from the Class of 2025 presented their donation request letter for their senior class trip.

MOTION: Council Member Austin Roof moved to donate \$2000 to the Class of 2025 with the recommendation to come back later once they have reached out to more donation sources.

SECOND: Council Member Jani Gundersen seconded the motion.

VOTE: Motion passed unanimously.

5. Donation Request: Area M Seiners Association

Administrator Debi Schmit read the letter from Area M Seiners Association to support their mission to protect salmon fisheries.

MOTION: Council Member Amy Eubank moved to donate \$5000 to the Area M Seiners Association.

SECOND: Council Member Jack Foster Jr. seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS: None

COUNCIL COMMENTS:

Council Member Amy Eubank thanked Unga Tribe for their generous donation and Art Torres for his time.

Council Member Jack Foster Jr. thanked the police department. He reminded everyone to have their proposals in by the due date in April for the fish board.

Council Member Austin Roof thanked all the tribes for their donations to the City.

ADJOURNMENT:

MOTION: Council Member Marita Gundersen moved to adjourn.

SECOND: Council Member Billy Dushkin Jr. seconded the motion.

The meeting adjourned at 7:44 pm.

James Smith Sr., Mayor

ATTEST:

Jade Gundersen, City Clerk

CALL TO ORDER:

The Special Meeting of the Sand Point City Council was held Tuesday, January 28, 2025 in the City Chambers and teleconference. Mayor James Smith called the meeting to order at 6:02 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	Present
Marita Gundersen	Seat E	Present
William Dushkin Jr.	Seat F	Present

A quorum was established.

Staff in attendance:

Debi Schmit, Administrator
Jade Gundersen, City Clerk

APPROVAL OF AGENDA:

Mayor James Smith requested a motion to approve the agenda.

MOTION: Council Member Austin Roof made a motion to approve the agenda.

SECOND: Council Member William Dushkin Jr. seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS ON AGENDA ITEMS: None

EXECUTIVE SESSION:

1. Finance Director Position

MOTION: Council Member Amy Eubank made a motion to move into Executive Session at 6:07 pm to discuss the Finance Director Position with the invitation to Administrator Debi Schmit and Charlotte Hansen. Mayor Smith added the legal reason: Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion.

SECOND: Council Member William Dushkin Jr. seconded the motion.

MOTION: Council Member Amy Eubank made a motion to move out of Executive Session at 6:47 pm.

SECOND: Council Member William Dushkin Jr. seconded the motion.

Council Member Austin Roof had to be excused for another meeting.

MOTION: Council Member William Dushkin Jr. made a motion to accept Charlotte Hansen for the position of Finance Director.

SECOND: Council Member Amy Eubank seconded the motion.

VOTE: Motion passed unanimously.

PUBLIC COMMENTS: None

COUNCIL COMMENTS: None

ADJOURNMENT:

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

SECOND: Council Member Marita Gundersen seconded the motion.

The meeting adjourned at 6:55 pm.

James Smith Sr., Mayor

ATTEST:

Jade Gundersen, City Clerk

REPORTS

**PUBLIC WORK
DIRECTOR**

City of Sand Point Public Works Department

Monthly Report January 2025

- Grade roads
- Salt roads as needed
- Fueled City buildings
- Filled potholes
- Cleared storm drain grates
- Ditched harbor
- Worked on Volvo loader electrical and hydraulic
- 2x grave
- Plowed snow
- Cleaned and serviced shop heaters
- 30yd rock around town on bad roads
- Dig for sewer leak at Trident
- Patched leaky roof on sweeper
- Ordered radiator hose for fuel truck
- Ordered heater parts for water plant truck
- Moved white goods at landfill for more room

WATER & SEWER SUPERVISOR

Water/Sewer City Council Report

January 2025

Dylan Jacobsen

- Reinforced the arctic pipe sewer main under Tridents dock some of the old supports had broken
- Installed a new repair clamp on the spot we fixed under Tridents dock last winter
- Dug up and fixed sewer main leak at Trident
- Helped out at the graveyard
- Salted intersections
- Met with ANTHC on zoom about the plans in the water treatment plan upgrade project.
- Mended the fence facing the school at the school pump house
- Mended the fence at the sewer lagoon on Kelly Avenue
- Drained the sewer lagoon
- Started working on an inventory
- Chopped/hailed alders on the roads going to the sewer plant and the old water tank/boneyard
- Reports/Samples/Backwashing

HARBORMASTER



City of Sand Point, Alaska
Robert E. Galovin Small Boat Harbor
Allen Kuchenoff Jr.
Harbormaster
907.383.2331, akuchenoff@sandpointak.org

REPORT

January 2025

- Hauled freight
- Helped Ken fix one of our fuel tanks that sprung a leak assisted with temporary replacement & the installation of the new one
- Hauled and launched some boats
- Closed the walking bridge
- Removed some snow and ice around the harbor

EMS DIRECTOR

To: City of Sand Point Council

From: Alan Aldred, EMS Director

Subject: City of Sand Point EMS Report-January 2025

Date: 2/11/2025

I have taken on duties as EMS Director for the City of Sand Point. I have only been in the position for 2 weeks so I am still trying to figure out everything I need to do. It has been a bit of a challenge, but I am working to get it back on track. I am well driven, with good problem-solving skills and believe this is an important part of our community so I'm confident I can make a difference. I am on call 24/7 to respond to calls as the ambulance driver and working towards receiving my emt-1, and eager to further my education in EMS as much as possible. I have familiarized myself with the ambulance and perform weekly checks to make sure it is always, stocked ready to go and maintenance when necessary.

- I will be uploading ambulance run sheets monthly to Southern Region EMS council
- My ultimate goal is to keep the ambulance in service all the time.
- I am trying to find enough people who want to volunteer so I can get an ETT instructor out here to teach a class because all ETTs in town are expired.
- No new drivers at the moment.
- I have 2 EMTs who are available to respond to calls with me, Mike Franklin and Joe McMillan.
- 3 medivacs for the month of January and 4 requests for an ambulance.

Thank You

Alan Aldred

EMS Director, City of Sand Point

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
Mr. William Dushkin, City Councilperson, City of Sand Point

From: Chief of Police Benjamin Allen

Date: February 6th, 2025

SAND POINT POLICE DEPARTMENT MONTHLY REPORT FOR JANUARY 2025

Police Department Roster

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

POLICE ACTIVITY

January 2025

0 arrested and lodged in the City Jail

1 Detained and lodged in the City Jail for Title 47 Process

33 Calls to 911

- 1- 911 Hangups
- 2- 911 Miscellaneous
- 0- 911/Misdial/pocket dials
- 15- MOC (Medical on Call) requests
- 3- Disturbance calls
- 0- Assault DV report
- 1- Suspicious Activities
- 0- Theft
- 1- Welfare Check
- 1- Suicidal Person
- 0- Assault
- 0- Bar Fight
- 0- Trespassing

Reports Taken

- 1- Arson
- 2- Civil Papers Served
- 1- Title 47 (Involuntary Commitment)
- 1- Suicide
- 2- Animal Complaints
- 3- Traffic Accident
- 2- Criminal Trespass Warnings
- 1- Disturbance call
- 1- 911 Hang Up
- 1- Harassment

- 1- Miscellaneous
- 1- Welfare Check
- 1- Reddi Report
- 1- Abandoned Vehicle
- 1- Parking Complaint
- 2- Assist Medical
- 1- Property Damage

Officer Self-Initiated Activity

- 7- Suspicious persons/vehicles
- 67- Bar checks
- 23- Courtesy Transports
- 562- Total Business Checks
- 9- Total Residence Checks
- 1,572- Total Citizen Contacts

Driver Knowledge Tests

- 0- Tests

Month of January 2025 Activity Summary

- 678 miles patrolled
- 562 Business checks
- 9 Residence checks
- 67 Bar checks
- 1,572 Citizen contacts
- 2 Civil Papers served.

FINANCE OFFICER

ADMINISTRATOR



City of Sand Point

MEMORANDUM

TO: Mayor Smith and City Council Members
FROM: Debi Schmit, City Administrator
DATE: February 5, 2025
SUBJECT: Monthly Report

Spending nearly half the time since our last meeting in Sand Point was a treat. I wish I could have stayed through this meeting, but I couldn't. Below are some things I have worked on since we last met:

- With the recent change in the finance department, we again are not proposing a midterm amendment to the FY25 budget. I assisted Mayor Smith with planning and hiring a new finance employee. Once Finance Officer Hansen is ready, she will provide the reports needed to determine if a budget amendment is necessary.
- We rescheduled the FY24 audit to June 9, 2025. This is necessary so Char can familiarize herself with the city's financial software and systems before she prepares for the audit.
- The new harbor float project will begin in May 2025. I met Anne at the Aleutians East Borough about getting extra billets for the old harbor floats. They are not able to because it is not the same harbor. Plan two is to identify funding in the harbor budget and order the billets in time for shipment on the barge with the new harbor materials.
- I met with Mark Hickey to discuss our capital improvement projects list and funding opportunities. I am working on a summary of each project for the state and federal governments and any grants or other funding opportunities.
- I have also met with a group that assists in grant writing to find funding sources. I am also in contact with state agencies for grant funding.
- The FY25 Strategic Plan is unchanged from the last meeting. My next task is gathering budget and capital requests from city department heads. Hopefully, we can start appropriating funds for maintenance and replacement items in the FY26 budget.

HEARINGS, ORDINANCES & RESOLUTIONS

OLD BUSINESS



City of Sand Point

MEMORANDUM

TO: Mayor Smith
FROM: Debi Schmit, City Administrator
DATE: February 5, 2025
SUBJECT: KSDP Lease

To continue the review of city leases, I want to draw your attention to the KSDP lease, the Aleutians' only public radio station. The lease with KSDP is for a 693-square-foot space at City Hall. The rate is currently \$0.41 per square foot, or \$286 per month. The reduced rate is in support of public radio. All other lease rates are \$1.65 per square foot.

City staff recommends leasing to KSDP at the same rate of \$1.65 per square foot as everyone else. The lease would be \$1,143.45 per month. KSDP is a nonprofit that is eligible to ask for a donation from the city. This is due to increased fuel costs and building maintenance as the building ages.



City of Sand Point

MEMORANDUM

TO: Mayor Smith
FROM: Debi Schmit, City Administrator
DATE: February 5, 2025
SUBJECT: Old Clinic Lease

Due to increased fuel prices, I have asked finance to audit all enterprise accounts to ensure proper pricing. We have not received all the audits yet, but we will get them as soon as possible.

The old clinic building audit shows that fuel, electricity, and insurance costs are unmet based on current lease agreements. Four spaces are available to lease, but only two spaces are occupied now. If all four spaces were leased, we would probably be okay.

I do not have any recommendations now. I would like to see all leases to determine if adjustments need to be made. Nonetheless, I wanted to update you and have a discussion if necessary.

Old Clinic 2024	Legendary Pizza	Aleutia		Electric	Fuel	Insurance		
January	955.35	440		798.73	2006			
February	955.35	440		711.47	1392			
March	955.35	440		728.16	886.5			
April	955.35	440		1370.5	600.88			
May	955.35	440		1368.54				
June	955.35	440		1895.46	785.32			
July	955.35	440		1801.4	407.16			
August	955.35	440		1920.65				
September	955.35	440		1013.48	116.07			
October	955.35	440		1109.99	371.53			
November	955.35	440		648.62				
December	955.35	440			1487.18	500		
			Total					
	11464.2	5280	16744.2	13367	8052.64	500	21919.64	-5175.44

NEW BUSINESS

MEMORANDUM OF AGREEMENT
No. 2525S036
Between
STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES
ALASKA MARINE HIGHWAY SYSTEM
And
CITY OF SAND POINT
Regarding
USE OF SAND POINT CITY DOCK

The ALASKA MARINE HIGHWAY SYSTEM (AMHS) and the CITY OF SAND POINT (City) enter this Memorandum of Agreement (Agreement) concerning use of the Sand Point City Dock (Dock) by AMHS' ferry vessels.

RECITALS

WHEREAS, the City is a first class city empowered to enter agreements with the State, AS 29.35.010(13);

WHEREAS, the Department of Transportation & Public Facilities (DOT&PF) and its marine division, AMHS, is responsible for managing and operating State ferries, AS 44.42.020(a)(7);

WHEREAS, DOT&PF is authorized to enter into agreements with local government agencies in exercising its powers and duties, AS 44.42.020(a)(6);

WHEREAS, AMHS requires dock access if it is to provide ferry service to the City of Sand Point, Alaska;

WHEREAS, the City owns and operates the Dock, which is capable of accommodating AMHS vessels, and is agreeable to providing AMHS with priority access to the Dock and adjacent areas;

NOW, THEREFORE, in consideration of the mutual undertakings addressed in this Agreement, AMHS and the City of Sand Point agree as follows:

TERMS OF AGREEMENT

- 1. Term:** The term of this Agreement is one year, commencing on May 1, 2025, and expiring on April 30, 2026 with four (4) individual one-year renewal options. Each option will automatically self-execute unless written notice of termination is sent in accordance with section 2 of this agreement.
- 2. Termination:** The City or AMHS may terminate this Agreement before expiration of the prescribed term, provided it first serves 30-days advance written notice upon the other.

3. **Vessel Dock Use:** The City will provide AMHS with priority access to its Sand Point Dock, as well as line handling services.
4. **Shoreside Dock Use and Parking:** The City grants to the State the right to utilize the dock as may be required for vessel all loading and unloading operation. In addition, the City shall provide an area on or immediately adjacent to the Dock to accommodate parking for a maximum of twenty (20) vehicles awaiting loading upon AMHS vessels. The City shall provide snow removal from automobile parking areas and the access to the dock.
5. **Dock Condition:** The City is responsible for maintaining the Dock and the adjacent shoreside area in a safe condition suitable for use by AMHS vessels, employees, and customers
6. **Fee:** The City is providing AMHS with the use and services identified in paragraphs 3 and 4 above in exchange for AMHS' payment of SIX HUNDRED (\$600.00) DOLLARS each call an AMHS vessel makes at the City's docking facility, to be paid by the State upon receipt of billing in triplicate, payable monthly in arrears.
7. **No Additional Fee:** The fee identified in paragraph 6 above is the City's sole compensation regarding AMHS' use of the Dock and adjacent shoreside area. The City shall charge no additional fee to DOT&PF, AMHS, AMHS' contractors, or its customers in connection with their use of the Dock and shoreside area.
8. **Equipment:** All equipment of whatsoever nature as shall be installed by the State shall continue to be the property of the State and may be removed by the State at the expiration of this Agreement.
9. **Pre-Arrival City Sweep:** Before scheduled arrival of an AMHS vessel, the City will ensure the Dock is clear of (i) any safety or security hazards and (ii) other vessels or uses that might interfere AMHS' priority access and use of the Dock and adjacent shoreside area.
10. **AMHS Priority Access & Use:** The City agrees AMHS vessels have first priority in berthing at the Dock and in using the Dock and adjacent shoreside area. AMHS is authorized to use the Dock and adjacent area for loading/unloading of its vessels and for other operational needs while the vessel is in port.

The City will require other vessels, vehicles, or persons using the dock or any portion thereof that will interfere in any way with the arrival, departure, or operations of an AMHS vessel to promptly vacate the area and avoid any such interference.

11. **AMHS Responsibilities:** AMHS agrees as follows:
 - (a) It will use the City's Dock in a safe and reasonable manner.
 - (b) It will not use or occupy the premises for any unlawful purposes.
 - (c) If an AMHS vessel damages a Dock component as a result of negligent vessel operation, then AMHS will be responsible for the cost of restoring the damaged component to the same condition that existed prior to the damage; AMHS will not be liable for any other harm, loss, or injury stemming from the Dock damage.
 - (d) It will not assign the rights arising under this Agreement.
12. **Amendment of Agreement:** The parties may not amend or modify this Agreement unless they do so in writing and execute the document through their duly authorized representatives.
13. **Contract Extension:** Unless otherwise provided, the State and the City agree: (1) that any holding over of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) to provide

written notice to the other party of the intent to cancel such month-to-month extension at least thirty (30) days before the desired date of cancellation.

- 14. Entire Agreement:** This document constitutes the parties' entire Agreement. There are no other understandings or agreements between the parties, oral or written, regarding the matters addressed in this Agreement.
- 15. Third Parties and Responsibilities for Claims:** Nothing in this Agreement may be construed as conferring any legal rights, privileges, or immunities or as imposing any legal duties or obligations on any person or persons other than the parties named in this Agreement.
- 16. Joint Agreement:** This Agreement has been jointly negotiated and drafted by the parties, and both parties have had the opportunity to consult with legal counsel prior to signature. The Agreement shall not be construed for or against either party.

Dated: _____

Department of Transportation & Public Facilities
Alaska Marine Highway System

By: _____
Craig Tornga, Division Director

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2025.

Notary Public in and for Alaska
My commission expires: _____

Dated: _____

City of Sand Point

By: _____

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2025.

Notary Public in and for Alaska
My commission expires: _____

Acknowledgment of the Sand Point City Council

BE IT REMEMBERED that on the ____ day of _____, 2025 at a regular meeting, of the City Council of the City of Sand Point, a first-class city established under Alaska law, granted its approval of the foregoing instrument.

Dated: _____

Clerk, City of Sand Point



City of Sand Point, Alaska

February 12, 2025

Attn: Small Business Correspondence
Bank of America
PO Box 660441
Dallas, TX 75266-0441

Fax # 888-958-2273

RE: Account # 4003902018702981

Dear Card Services:

Kurtis Gundersen is no longer employed as the Finance Director for the City of Sand Point and is currently listed as the Guarantor on our Bank of America Business Card. We would like to change our Guarantor to Charlotte Hansen.

We are requesting to cancel Kurtis Gundersen's Credit Card ending 1989. We would like to request a new card in our new Finance Officer's name Charlotte Hansen.

Please see the Meeting Minutes from our February 11, 2025 City Council Meeting with two council members' signatures requesting this change.

Sincerely,

Austin Roof, City Council Seat A

Jack Foster Jr., City Council Seat D



QAGAN TAYAGUNGIN TRIBE
P.O. BOX 447
SAND POINT, ALASKA 99661
PHONE (907) 383-5616
ENVIRONMENTAL: (907)383-6968

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

January 30, 2025

Dear Mayor Smith and Council Members;

I am writing on behalf of the Qagan Tayagungin Tribe Environmental Department to ask if you would consider providing a donation for the Earth Day Fair.

Earth Day is on April 22nd and is a nationally celebrated holiday all around the world. We are planning to have our Earth Day Fair on April 26th. This will be Sand Point's 17th Annual Earth Day Fair, and our previous fairs have been very successful.

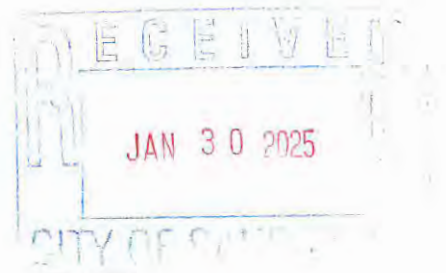
All proceeds will go to the Earth Day Fair for supplies and prizes for both youth and adult activities. Some of the activities are relay races, planting, fair games, and more. The Environmental Department also holds a raffle each year of various items bought and donated. Children are our future and having activities for both youth and adults will help our community better understand our environment and keep it clean for future generations. With putting on the Earth Day Fair, the Environmental Department hopes to educate the community to be aware of environmental issues impacting our land.

Please consider donating to this very good cause, it would be most appreciated. Thank you for your time.

Sincerely,

A handwritten signature in blue ink that reads "Karis Porcincula".

Karis Porcincula
Environmental Coordinator
Qagan Tayagungin Tribe





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: 01/30/2025 DATE(S) OF EVENT: 04/26/2025

ORGANIZATION/BENEFICIARY NAME: Qagan Tayagungin Tribe Earth Day Fair

PERSON COMPLETING THIS FORM: Karis Porcincula

MAILING ADDRESS: P.O. Box 447

PHONE #: 907-383-6968

AMOUNT REQUESTED: \$ 500 (An amount range is acceptable)

If Approved: Who should the check be made out to: Qagan Tayagungin Tribe Earth Day Fair

If Approved: Mailing address of donation recipient: P.O. Box 447 Sand Point, AK 99661

Number of participants benefiting from donation: All community members

How will the participants benefit from this donation:

This donation will go towards supplies for the Earth Day Fair along with prizes for the youth and adults of the community for the Green Walk and prizes for the games at the Earth Day Fair.

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.

Our estimate budget is estimated to be about \$3,000 for the prizes, supplies, gloves, and raffle.

We are hoping the city could help donate gift card prizes or a cash donation to help put on the Earth Day Fair and Green Walk.

The Environmental Department is asking Trident, AC Store, and other tribes for donations also.

Are you willing to report back, without a reminder, to the Mayor and Council describing your 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

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.

PUBLIC COMMENTS

COUNCIL COMMENTS

ADJOURNMENT

FYI



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS
Anchorage Office

550 West Seventh Avenue, Suite 1640
Anchorage, Alaska 99501
Main: 907.269.4581
Fax: 907.269.4539

January 15, 2025

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

SUBJECT: Population Determination for FY2026 DCCED Financial Assistance Programs

Dear Mr. Keeler:

Pursuant to 3 AAC 180.050(d), the Commissioner of the Department of Commerce, Community, and Economic Development annually certifies the population of each municipality, community, and reserve in the State of Alaska for use in various financial assistance programs based upon population determinations made pursuant to 3 AAC 180.030. For the **City of Sand Point** the following population will be used for all FY26 programs the department administers.

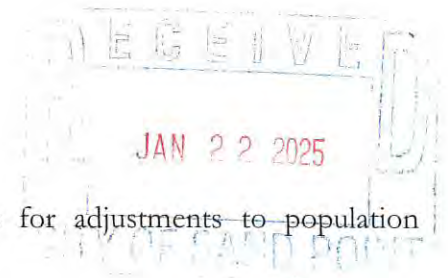
The population of City of Sand Point has been determined to be 605

If you do not agree with the population determination, you may request a population adjustment by submitting a written request and substantiate the request by completing either of the two approved methods: Head Count Census Method or Housing Unit Method. The request must include a resolution from the governing body proposing a corrected population total.

If you choose to request a population adjustment, please review the Head Count Census and Housing Unit Method manuals the department has published to assist you with this process. These manuals are available at <https://www.commerce.alaska.gov/web/dcra/MappingAnalyticsandDataResources/PopulationAdjustment.aspx> or you may also contact the department for a copy of the manuals.

The request for adjustment and completed census documentation must be postmarked no later than April 1, 2025, and submitted to:

Department of Commerce, Community, and Economic Development
Division of Community and Regional Affairs
Attn: Grace Beaujean
550 West 7th Avenue, Suite 1650
Anchorage, AK 99501



Please refer to 3 AAC 180.040 for requirements governing requests for adjustments to population determinations.

FY2026 DCCED Population Estimates
January 15, 2025
Page 2

For additional information, please contact Grace Beaujean, Research Analyst IV, at 907.269.4521 or DCRAResearchAndAnalysis@alaska.gov.

Sincerely,


Sandra Moller
Director

cc: Division of Community and Regional Affairs, Research and Analysis Section
Division of Community and Regional Affairs, Grant & Funding Section