

NOTICE OF REGULAR CITY COUNCIL MEETING - TUESDAY, June 2, 2020 @ 6:30 p.m.

AGENDA

FOR THE REGULAR MEETING  
OF THE CITY COUNCIL FOR  
THE CITY OF THORNE BAY, ALASKA  
TUESDAY, JUNE 2, 2020

TIME: 6:30 p.m.

LOCATION: TELECONFERENCE/VIDEO CONFERENCING LINE

WEBEX CONFERENCE LINE: 1-408-418-9388

CODE: 126 469 4889

PASSWORD: 36652473

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*THERE WILL BE NO WORKSHOP*

1. CALL TO ORDER:
2. PLEDGE TO FLAG:
3. ROLL CALL:
4. APPROVAL OF AGENDA:
5. MAYOR'S REPORT:
6. ADMINISTRATIVE REPORTS:
7. PUBLIC COMMENTS:
8. COUNCIL COMMENTS:
9. NEW BUSINESS:
  - a) Accepting Tlingit and Haida recommendation for the appointment of Jasmine Clyburn, as the VPSO for Thorne Bay, discussion and action item:
10. ORDINANCE FOR PUBLIC HEARING:
  - a) Ordinance 20-06-02-01, establishing the budget for the City of Thorne Bay, Fiscal year 2021 (FY21), July 1, 2020 - June 30, 2021, of anticipated revenues and expenditures, discussion and action item:
  - b) Ordinance 20-06-02-02, amending Title 2-Administration and Personnel, Chapter 2.38-Emergency Medical Services Department; adding EMS Coordinator Position for Thorne Bay, discussion and action item:
11. EXPENDITURES EXCEEDING \$2,000.00:
12. CONTINUATION OF PUBLIC COMMENT:
13. CONTINUATION OF COUNCIL COMMENT:
14. ADJOURNMENT:

Posted: May 29, 2020

City Hall (2), Post Office, Riptide, AP Market, USFS, Thorne Bay School, SISD, Davidson Landing  
Website: [www.thornebay-ak.gov](http://www.thornebay-ak.gov)

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CITY OF THORNE BAY  
ORDINANCE 20-06-02-01

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA;  
PROVIDING FOR THE ESTABLISHMENT OF THE BUDGET FOR THE CITY OF THORNE BAY,  
FISCAL YEAR 2021, JULY 1, 2020 -JUNE 30, 2021, ANTICIPATED REVENUES AND  
EXPENDITURES

BE IT ENACTED BY THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA;

Section 1. **Classification.** This is a non-code ordinance.

Section 2. **General Provisions.** The budget documents attached hereto list the authorized appropriations for expenditures, revenues and the change in cash balances as part of the budget for the period *July 1, 2020 to June 30, 2021*, detail anticipated line item revenues and expenditures for each appropriation and make the budget a matter of public record.

Section 3. **Authorization and Appropriation.** The appropriations are adopted and authorized for the period July 1, 2020 to June 30, 2021. And for that period, subject to council approval by resolution, the Mayor may establish line item expenditures within an authorized appropriation. Subject to council approval by ordinance, the Mayor may transfer from one authorized appropriation to another any amount that would not annually exceed 10 percent or \$10,000, whichever is less.

Section 4. **Effective Date.** This ordinance shall become effective upon adoption

PASSED AND APPROVED: June 2, 2020

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Lee Q. Burger, Mayor

ATTEST:

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Teri Feibel, CMC

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[Introduction: May 19, 2020]  
[Public Hearing: June 2, 2020]

<u>OPERATING BUDGET</u>	<u>FY19 Budgeted</u>	<u>FY19 ACTUALS</u>	<u>FY20 BUDGETED</u>	<u>FY ACTUALS MAY 22</u>	<u>FY21 BUDGET</u>
Income	\$ 1,401,763.25	\$ 1,499,588.59	\$ 1,443,944.04	\$ 1,389,027.91	\$ 1,701,052.84
Expense	\$ 1,376,262.86	\$ 1,332,945.11	\$ 1,504,560.60	\$ 1,308,901.71	\$ 1,836,985.18
NET Operating Income:	\$ 25,500.39	\$ 166,643.48	\$ (60,616.56)	\$ 80,126.20	\$ (135,932.33)

<u>Class List:</u>	<u>Income:</u>	<u>Expense:</u>	<u>Net:</u>	<u>Revenue Distribution:</u>
Carryover Income FY20			\$ 122,000.00	\$ 122,000.00
Admin & Finance FY21 Budget:	\$ 688,276.04	\$ 473,129.65	\$ 215,146.40	\$ 337,146.40
City Council FY21 Budget:	\$ 40,909.80	\$ 40,909.80	\$ -	\$ 337,146.40
Planning Zoning FY21	\$ 8,000.00	\$ 8,225.40	\$ (225.40)	\$ 336,921.00
EMS Budget FY21	\$ 22,200.00	\$ 26,812.15	\$ (4,612.15)	\$ 332,308.85
Fire Budget FY21	\$ 17,000.00	\$ 13,779.75	\$ 3,220.25	\$ 335,529.10
Harbor Budget FY21	\$ 111,965.00	\$ 124,259.89	\$ (12,294.89)	\$ 323,234.21
VPSO Budget FY21	\$ 26,855.00	\$ 31,763.20	\$ (4,908.20)	\$ 318,326.01
Library Budget FY21	\$ 6,600.00	\$ 17,995.00	\$ (11,395.00)	\$ 306,931.01
Parks Rec Budget FY21	\$ 50,250.00	\$ 96,386.06	\$ (46,136.06)	\$ 260,794.96
RV Park Budget FY21	\$ 20,500.00	\$ 33,050.00	\$ (12,550.00)	\$ 248,244.96
Streets Roads Budget FY21	\$ 218,117.00	\$ 349,950.76	\$ (131,833.76)	\$ 116,411.20
Solid Waste Budget FY21	\$ 151,350.00	\$ 202,493.10	\$ (51,143.10)	\$ 65,268.10
Sewer Budget FY21	\$ 149,250.00	\$ 194,314.35	\$ (45,064.35)	\$ 20,203.75
Water Budget FY21	\$ 179,780.00	\$ 213,916.08	\$ (34,136.08)	\$ (13,932.33)
Occupancy Tax FY21	\$ 10,000.00	\$ 10,000.00	\$ -	\$ (13,932.33)
				\$ -
				\$ (13,932.33)
<b>FY21 BUDGET</b>	<b>\$ 1,701,052.84</b>	<b>\$ 1,836,985.18</b>		<b>\$ (135,932.33)</b>

\$

<b>FY21 BUDGET:</b>	<b>(135,932.33)</b>
<b>FY20 Carryover Funds</b>	<b>122,000.00</b>
<b>SUBTOTAL OF OPERATING BUDGET</b>	<b>(13,932.33)</b>
<b>Transfer from Reserves</b>	<b>13,932.33</b>
<b>TOTAL OPERATING BUDGET:</b>	<b>0.00</b>

## Admin & Finance

Income	Budget	22-May-20	FY21 Budget
Reserves Account	0.00	100,000.00	0.00
<b>State Revenues</b>			
<i>Liquor Share Tax</i>	1,500.00	0.00	0.00
<i>Payment in Lieu of Taxes</i>	141,710.08	144,477.24	145,000.00
<i>Community Aide Assistance</i>	30,000.00	30,000.00	30,000.00
<b>Total State Revenues</b>	<b>173,210.08</b>	<b>174,477.24</b>	<b>175,000.00</b>
Services Availability	0.00	589.33	1,000.00
Surplus Property	0.00	20.00	350.00
Finance Charge Income	1,500.00	424.13	750.00
Interest/Investment Income	6,500.00	20,292.51	15,000.00
Animal Fees	600.00	350.00	500.00
ATV Fees	1,025.00	1,075.00	1,150.00
Election Income	600.00	0.00	300.00
Fees & Permits	26,000.00	16,922.53	20,000.00
Income Other	750.00	0.00	500.00
Land Payment Interest	600.00	164.72	75.00
Land Sales	5,000.00	864.06	0.00
<b>Miscellaneous Income</b>			
<i>Copier/Fax</i>	175.00	65.50	125.00
<i>Miscellaneous Income - Other</i>	2,300.00	405.00	500.00
<b>Total Miscellaneous Income</b>	<b>2,475.00</b>	<b>470.50</b>	<b>625.00</b>
Notary/Lamination	800.00	498.00	700.00
Occupancy Tax	0.00	1,728.95	0.00
Passport Services	800.00	347.57	600.00
Rental	30,000.00	23,528.56	30,000.00
Sales Tax	423,000.00	404,915.54	441,726.04
<b>Total Income</b>	<b>672,860.08</b>	<b>746,668.64</b>	<b>688,276.04</b>

## Admin & Finance

Expense	Budget	30-Apr-20	FY21 Budget
Advertising and Promotion	2,500.00	27,937.85	3,500.00
Bad Debt	835.69	146.56	450.00
Bank Service Charges	200.00	199.64	250.00
Bldg/Grnd Maint Repair	1,500.00	2,186.68	2,200.00
Computer/Software	2,500.00	3,159.50	3,500.00
Contract Labor	1,200.00	4,016.81	4,500.00

## Admin & Finance

Expense	Budget	30-Apr-20	FY21 Budget
Credit Card Merchant Fees	4,200.00	3,160.26	4,200.00
Donations		694.70	1,000.00
Dues and Subscriptions	2,600.00	5,240.89	3,500.00
Electricity	4,100.00	3,024.20	4,100.00
Equipment Maint & Repair	0.00	0.00	1,500.00
Equipment Purchase	1,000.00	378.22	1,500.00
Fees & Permit	0.00	25.00	50.00
Furniture, Equip & Computers			1,250.00
Heating Fuel	5,000.00	4,014.23	5,000.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	<i>22,000.00</i>	<i>23,483.71</i>	<i>24,500.00</i>
<b>Total Insurance Expense</b>	<b>22,000.00</b>	<b>23,483.71</b>	<b>24,500.00</b>
Internet Use	3,000.00	1,929.90	3,000.00
Legal Services	11,000.00	18,240.50	19,898.73
Materials and Supplies	6,200.00	4,936.24	7,000.00
Miscellaneous Expense	100.00	0.00	200.00
<b>Payroll Expenses</b>			
<i>Life Insurance</i>	<i>337.70</i>	<i>352.90</i>	<i>384.98</i>
<i>Worker's Compensation</i>	<i>1,600.00</i>	<i>1,321.00</i>	<i>1,600.00</i>
<i>Health Insurance</i>	<i>31,867.68</i>	<i>24,620.26</i>	<i>45,314.88</i>
<i>HSA Company</i>	<i>12,000.00</i>	<i>10,154.10</i>	<i>18,000.00</i>
<i>Payroll Taxes</i>	<i>4,461.85</i>	<i>3,761.01</i>	<i>7,515.00</i>
<i>PERS</i>	<i>50,338.86</i>	<i>39,940.14</i>	<i>41,245.66</i>
<i>Payroll Expenses - Other</i>	<i>228,813.00</i>	<i>191,314.04</i>	<i>252,620.40</i>
<b>Total Payroll Expenses</b>	<b>329,419.09</b>	<b>271,463.45</b>	<b>366,680.92</b>
Postage and Freight	2,200.00	1,651.04	2,000.00
Repairs & Maintenance	0.00	0.00	2,500.00
Telephone	3,400.00	3,102.36	3,300.00
Testing	50.00	0.00	150.00
Training	1,200.00	0.00	1,200.00
Travel Expense	6,000.00	1,895.80	6,000.00
Vehicle Fuel	0.00	51.40	200.00
<b>Total Expense</b>	<b>410,204.78</b>	<b>380,938.94</b>	<b>473,129.65</b>
<b>Net Income</b>	<b>262,655.30</b>	<b>365,729.70</b>	<b>215,146.40</b>

## City Council

Income	Budget	30-Apr	FY21 Budget
Reserves Account	0.00	0.00	40,309.80
Surplus Property	0.00	0.00	0.00
Election Income	600.00	300.00	300.00
Fees & Permits	100.00	0.00	100.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>	<i>200.00</i>	<i>0.00</i>	<i>200.00</i>
<b>Total Miscellaneous Income</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>
<b>Total Income</b>	<b>900.00</b>	<b>300.00</b>	<b>40,909.80</b>
Expense	Budget	30-Apr	FY21 Budget
Advertising and Promotion	350.00	0.00	125.00
Donations	3,500.00	1,234.66	3,500.00
Dues and Subscriptions	2,500.00	2,891.66	3,500.00
Election Expenses	150.00	196.80	300.00
Equipment Purchase		0.00	2,500.00
Furniture, Equip & Computers		0.00	250.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>
<b>Total Insurance Expense</b>		<b>0.00</b>	<b>0.00</b>
Materials and Supplies	750.00	459.34	750.00
<b>Payroll Expenses</b>			
<i>Worker's Compensation</i>		<i>286.83</i>	<i>400.00</i>
<i>Payroll Taxes</i>	<i>1,009.80</i>	<i>1,270.05</i>	<i>1,009.80</i>
<i>Payroll Expenses - Other</i>	<i>20,400.00</i>	<i>16,462.50</i>	<i>20,400.00</i>
<b>Total Payroll Expenses</b>	<b>21,409.80</b>	<b>18,019.38</b>	<b>21,809.80</b>
<b>City Council</b>			
Income	Budget	30-Apr	FY21 Budget
Postage and Freight	175.00	157.97	175.00
Telephone	320.00	0.00	500.00
Training	1,500.00	1,613.99	3,000.00
Travel Expense	4,000.00	4,120.76	4,500.00
<b>Total Expense</b>	<b>34,654.80</b>	<b>28,694.56</b>	<b>40,909.80</b>
<b>Net Income</b>	<b>-33,754.80</b>	<b>-28,394.56</b>	<b>0.00</b>

## Planning & Zoning

Income	Budget	30-Apr	FY21 Budget
Reserves Account	\$ -	\$ -	\$ -
<b>State Revenues</b>			
<i>Community Aide Assistance</i>		\$ -	\$ 6,000.00
<b>Total State Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,000.00</b>
Citations	\$ 1,200.00	\$ -	\$ 1,200.00
Fees & Permits	\$ 800.00	\$ 50.00	\$ 400.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>	\$ 400.00	\$ -	\$ 400.00
<b>Total Miscellaneous Income</b>	<b>\$ 400.00</b>	<b>\$ -</b>	<b>\$ 400.00</b>
<b>Total Income</b>	<b>\$ 2,400.00</b>	<b>\$ 50.00</b>	<b>\$ 8,000.00</b>
Expense	Budget	30-Apr	Budget
Advertising and Promotion	\$ 200.00	\$ -	\$ 200.00
Equipment Purchase	\$ -	\$ -	\$ 150.00
<b>Insurance Expense</b>			
AML/Insurance		\$ -	\$ 500.00
<b>Total Insurance Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500.00</b>
Legal Services	\$ -	\$ -	\$ 350.00
Materials and Supplies	\$ 500.00	\$ 117.90	\$ 500.00
Miscellaneous Expense	\$ -	\$ -	\$ 250.00
<b>Payroll Expenses</b>			
Worker's Compensation	\$ -	\$ -	\$ 200.00
Payroll Taxes	\$ 413.10	\$ 46.45	\$ 275.40
Payroll Expenses - Other	\$ 7,200.00	\$ 550.38	\$ 3,600.00
<b>Total Payroll Expenses</b>	<b>\$ 7,613.10</b>	<b>\$ 596.83</b>	<b>\$ 4,075.40</b>

## Planning & Zoning

EXPENSE	Budget	30-Apr	FY21 Budget
Postage and Freight	\$ 175.00	\$ 6.85	\$ 100.00
Training	\$ 2,500.00	\$ -	\$ 1,000.00
Travel Expense	\$ 600.00	\$ -	\$ 600.00
Vehicle Fuel		\$ -	\$ 500.00
<b>Total Expense</b>	<b>\$11,588.10</b>	<b>\$ 721.58</b>	<b>\$ 8,225.40</b>
<b>Net Income</b>	<b>\$ (9,188.10)</b>	<b>\$(671.58)</b>	<b>\$ (225.40)</b>

<b>EMS</b>			
<b>Income</b>	Budget	May 22,	FY21 Budget
Reserves Account	0.00	0.00	0.00
<b>State Revenues</b>			
<i>Community Aide Assistance</i>	13,000.00	13,884.78	15,000.00
<b>Total State Revenues</b>	<b>13,000.00</b>	<b>13,884.78</b>	<b>15,000.00</b>
Surplus Property	0.00	0.00	0.00
Donation Income	1,250.00	1,011.60	2,000.00
EMS Fees	0.00	3,744.40	4,000.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>	2,000.00	758.87	1,200.00
<b>Total Miscellaneous Income</b>	<b>2,000.00</b>	<b>758.87</b>	<b>1,200.00</b>
Sales Tax		0.00	
<b>Total Income</b>	<b>16,250.00</b>	<b>19,399.65</b>	<b>22,200.00</b>
<b>Expense</b>	Budget	30-Apr	FY21 Budget
Advertising and Promotion	0.00	0.00	250.00
Business Licenses and Permits	10.00	0.00	100.00
Contract Labor	10,000.00	4,560.00	10,000.00
Dues and Subscriptions	0.00	20.00	100.00
Electricity	900.00	450.61	1,200.00
Heating Fuel	1,000.00	619.66	1,000.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	1,500.00	1,361.00	1,500.00
<b>Total Insurance Expense</b>	<b>1,500.00</b>	<b>1,361.00</b>	<b>1,500.00</b>
Internet Use	350.00	0.00	350.00
Materials and Supplies	1,200.00	124.12	750.00
<b>Payroll Expenses</b>			
<i>Life Insurance</i>	0.00	0.00	125.00
<i>Worker's Compensation</i>	200.00	58.15	200.00
<i>Payroll Taxes</i>	181.65	649.91	787.15
<i>Payroll Expenses - Other</i>	4,550.00	7,525.0	9,100.00
<b>Total Payroll Expenses</b>	<b>4,931.65</b>	<b>8,233.06</b>	<b>10,212.15</b>
Telephone	700.00	754.56	900.00
Vehicle Fuel	750.00	120.47	250.00
Vehicle Maintenance	200.00	0.00	200.00
<b>Total Expense</b>	<b>21,541.65</b>	<b>16,243.48</b>	<b>26,812.15</b>
<b>Net Income</b>	<b>-5,291.65</b>	<b>3,156.17</b>	<b>-4,612.15</b>

# Fire

Income	Budget	22-May	FY21 Budget
Reserves Account	0.00	0.00	0.00
<b>State Revenues</b>			
<i>Community Aide Assistance</i>	13,000.00	13,884.78	12,000.00
<b>Total State Revenues</b>	<b>13,000.00</b>	<b>13,884.78</b>	<b>12,000.00</b>
Citations	0.00	0.00	1,000.00
Surplus Property	0.00	0.00	500.00
Donation Income	2,000.00	1,000.00	1,500.00
Fees & Permits	0.00	0.00	500.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>	800.00	815.00	1,500.00
<b>Total Miscellaneous Income</b>	<b>800.00</b>	<b>815.00</b>	<b>1,500.00</b>
<b>Total Income</b>	<b>15,800.00</b>	<b>15,699.78</b>	<b>17,000.00</b>
Expense	Budget	22-May	FY21 Budget
Contract Labor	500.00	0.00	500.00
Electricity	1,500.00	1,501.88	1,750.00
Equipment Maint & Repair	500.00	0.00	500.00
Equipment Purchase	500.00	0.00	1,250.00
Heating Fuel	1,000.00	619.66	1,000.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	2,300.00	2,462.00	2,500.00
<b>Total Insurance Expense</b>	<b>2,300.00</b>	<b>2,462.00</b>	<b>2,500.00</b>
Materials and Supplies	750.00	0.00	500.00
<b>Payroll Expenses</b>			
<i>Worker's Compensation</i>	2,563.90	2,515.00	2,600.00
<i>Payroll Taxes</i>	129.75	95.15	129.75
<i>Payroll Expenses - Other</i>	1,350.00	1,100.00	1,350.00
<b>Total Payroll Expenses</b>	<b>4,043.65</b>	<b>3,710.15</b>	<b>4,079.75</b>
Telephone	700.00	753.27	900.00
Vehicle Fuel	300.00	0.00	300.00
Vehicle Maintenance	500.00	0.00	500.00
<b>Total Expense</b>	<b>12,593.65</b>	<b>9,046.96</b>	<b>13,779.75</b>
<b>Net Income</b>	<b>3,206.35</b>	<b>6,652.82</b>	<b>3,220.25</b>

# Law Enforcement

Income	Budget	May 22	FY21 Budget
Reserves Account	0.00	0.00	0.00
<b>State Revenues</b>			
<i>Community Aide Assistance</i>	11,501.00	11,501.00	25,000.00
<b>Total State Revenues</b>	<b>11,501.00</b>	<b>11,501.00</b>	<b>25,000.00</b>
Citations	0.00	0.00	1,500.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>		0.00	250.00
<b>Total Miscellaneous Income</b>		<b>0.00</b>	<b>250.00</b>
Sales Tax	0.00	0.00	105.00
<b>Total Income</b>	<b>11,501.00</b>	<b>11,501.00</b>	<b>26,855.00</b>
Expense	Budget	May 22	FY21 Budget
Bldg/Grnd Maint Repair	0.00	0.00	500.00
Dues and Subscriptions	10.00	0.00	10.00
Electricity	600.00	384.30	850.00
Equipment Maint & Repair	0.00	389.85	600.00
Equipment Purchase	0.00	99.00	350.00
Heating Fuel	650.00	253.52	850.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	1,650.00	1,600.00	1,650.00
<b>Total Insurance Expense</b>	<b>1,650.00</b>	<b>1,600.00</b>	<b>1,650.00</b>
Materials and Supplies	200.00	19.90	200.00
Miscellaneous Expense	0.00	715.17	500.00
<b>Payroll Expenses</b>			
<i>Payroll Taxes</i>	519.00	121.10	1,453.20
<i>Payroll Expenses - Other</i>	6,000.00	1,400.00	16,800.00
<b>Total Payroll Expenses</b>	<b>6,519.00</b>	<b>1,521.10</b>	<b>18,253.20</b>
Postage and Freight	100.00	0.00	50.00
Telephone	1,500.00	1,722.49	2,200.00
Vehicle Fuel	750.00	2,244.27	5,000.00
Vehicle Maintenance	300.00	0.00	750.00
<b>Total Expense</b>	<b>12,279.00</b>	<b>8,949.60</b>	<b>31,763.20</b>
<b>Net Income</b>	<b>-778.00</b>	<b>2,551.40</b>	<b>-4,908.20</b>

# Library

Income	Budget	May 22	FY21 Budget
Reserves Account	0.00	0.00	0.00
<b>State Revenues</b>			
<i>Community Aide Assistance</i>	3,000.00	3,000.00	5,000.00
<b>Total State Revenues</b>	<b>3,000.00</b>	<b>3,000.00</b>	<b>5,000.00</b>
Surplus Property	0.00	150.00	250.00
Donation Income	500.00	972.60	500.00
Fees & Permits	350.00	177.05	350.00
Grant Income	100.00		100.00
<b>Miscellaneous Income</b>			
<i>Copier/Fax</i>	300.00	176.30	300.00
<i>Miscellaneous Income - Other</i>	400.00	40.00	100.00
<b>Total Miscellaneous Income</b>	<b>700.00</b>	<b>216.30</b>	<b>400.00</b>
<b>Total Income</b>	<b>4,650.00</b>	<b>4,515.95</b>	<b>6,600.00</b>
Expense	Budget	May 22	FY21 Budget
Advertising and Promotion	0.00	0.00	150.00
Bldg/Grnd Maint Repair	750.00	260.96	750.00
Books	200.00	0.00	0.00
Business Licenses and Permits	0.00	0.00	0.00
Computer/Software	0.00	0.00	700.00
Contract Labor	800.00	220.00	5,000.00
Dues and Subscriptions	350.00	450.95	375.00
Electricity	1,550.00	1,030.17	1,350.00
Equipment Maint & Repair	100.00	99.00	350.00
Equipment Purchase	50.00	0.00	250.00
Furniture, Equip & Computers	75.00	0.00	1,250.00
Heating Fuel	800.00	857.24	950.00
Reserves Account	0.00	0.00	0.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	150.00	158.00	160.00
<b>Total Insurance Expense</b>	<b>150.00</b>	<b>158.00</b>	<b>150.00</b>
Internet Use	700.00	-128.00	500.00
Materials and Supplies	600.00	332.55	900.00
Miscellaneous Expense	200.00	0.00	200.00
<b>Payroll Expenses</b>			
<i>Payroll Taxes</i>	234.93	140.70	224.90
<i>Payroll Expenses - Other</i>	2,716.01	1,800.00	2,600.00
<b>Total Payroll Expenses</b>	<b>2,950.94</b>	<b>1,940.70</b>	<b>2,824.90</b>
Postage and Freight	125.00	178.70	225.00

# Library

Expense	Budget	May 22	FY21 Budget
Repairs and Maintenance	0.00	0.00	500.00
Telephone	301.00	457.41	650.00
Training	0.00	0.00	250.00
Travel Expense	670.10	0.00	670.10
Uncategorized Expenses		7.83	0.00
<b>Total Expense</b>	<b>10,372.04</b>	<b>5,865.51</b>	<b>17,995.00</b>
<b>Net Income</b>	<b>-5,722.04</b>	<b>-1,349.56</b>	<b>-11,395.00</b>

# Parks & Rec

Income	Budget	30-Apr	FY21 Budget
Reserves Account	\$ -	\$ -	\$ -
<b>State Revenues</b>			
<i>Community Aide Assistance</i>	\$ 10,150.00	\$ 10,150.00	\$ 15,000.00
<b>Total State Revenues</b>	<b>\$ 10,150.00</b>	<b>\$ 10,150.00</b>	<b>\$ 15,000.00</b>
Surplus Property	\$ -	\$ -	\$ 150.00
1% Sales Tax	\$ 50,000.00	\$ -	\$ 35,000.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>	\$ -	\$ -	\$ 100.00
<b>Total Miscellaneous Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100.00</b>
<b>Total Income</b>	<b>\$ 60,150.00</b>	<b>\$ 10,150.00</b>	<b>\$ 50,250.00</b>
Expense	Budget	30-Apr	FY21 Budget
Bldg/Grnd Maint Repair	\$ -	\$ -	\$ 500.00
Contract Labor	\$ 750.00	\$ 130.00	\$ 1,000.00
Electricity	\$ 1,300.00	\$ 726.24	\$ 1,300.00
Equipment Maint & Repair	\$ 200.00	\$ -	\$ 500.00
Equipment Purchase	\$ 300.00	\$ 230.00	\$ 2,500.00
Equipment Rental	\$ 200.00	\$ -	\$ 750.00
Fees & Permit	\$ 50.00	\$ -	\$ 100.00
Heating Fuel	\$ 800.00	\$ -	\$ 600.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	\$ 650.00	\$ 827.00	\$ 900.00
<b>Total Insurance Expense</b>	<b>\$ 650.00</b>	<b>\$ 827.00</b>	<b>\$ 900.00</b>
Materials and Supplies	\$ 1,600.00	\$ 764.47	\$ 7,500.00
Miscellaneous Expense	\$ 250.00	\$ -	\$ 200.00
<b>Payroll Expenses</b>			
<i>Life Insurance</i>	\$ -	\$ -	\$ 125.00
<i>Worker's Compensation</i>	\$ 2,500.00	\$ 1,557.54	\$ 2,500.00
<i>Health Insurance</i>	\$ -	\$ -	\$ 11,328.72
<i>HSA Company</i>	\$ -	\$ -	\$ 4,500.00
<i>Payroll Taxes</i>	\$ 2,166.44	\$ 1,734.31	\$ 2,317.56
<i>PERS</i>	\$ -	\$ -	\$ 7,326.28
<i>Payroll Expenses - Other</i>	\$ 23,279.38	\$ 20,050.03	\$ 43,388.50
<b>Total Payroll Expenses</b>	<b>\$ 27,945.82</b>	<b>\$ 23,341.88</b>	<b>\$ 71,486.06</b>
Postage and Freight	\$ 350.00	\$ 20.00	\$ 4,500.00
Repairs and Maintenance	\$ 250.00	\$ -	\$ 3,000.00
Sales tax 1%	\$ 20,000.00	\$ -	\$ -
Vehicle Fuel	\$ 450.00	\$ 360.32	\$ 550.00
Vehicle Maintenance	\$ -	\$ -	\$ 1,000.00
<b>Total Expense</b>	<b>\$ 55,095.82</b>	<b>\$ 26,399.91</b>	<b>\$ 96,386.06</b>
<b>Net Income</b>	<b>\$ 5,054.18</b>	<b>\$ (16,249.91)</b>	<b>\$ (46,136.06)</b>

## RV PARK

Income	Budget	30-Apr	FY21 Budget
Reserves Account	0.00	0.00	0.00
<b>State Revenues</b>			
<i>Community Aide Assistance</i>	<i>0.00</i>	<i>0.00</i>	<i>4,500.00</i>
<b>Total State Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>4,500.00</b>
<b>Miscellaneous Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<i>Miscellaneous Income - Other</i>	<i>100.00</i>	<i>0.00</i>	<i>100.00</i>
<b>Total Miscellaneous Income</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>
RV Park Fees	14,530.22	7,529.95	15,000.00
Sales Tax	871.81	471.65	900.00
<b>Total Income</b>	<b>15,502.03</b>	<b>8,001.60</b>	<b>20,500.00</b>
Expense	Budget	30-Apr	FY21 Budget
Bldg/Grnd Maint Repair	250.00	99.96	10,000.00
Contract Labor	10,000.00	0.00	5,000.00
Dues and Subscriptions	150.00	85.00	150.00
Electricity	1,000.00	626.21	1,000.00
Equipment Maint & Repair	200.00	0.00	2,500.00
Equipment Purchase	0.00	0.00	4,500.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	<i>200.00</i>	<i>150.00</i>	<i>150.00</i>
<b>Total Insurance Expense</b>	<b>200.00</b>	<b>150.00</b>	<b>150.00</b>
Materials and Supplies	1,250.00	0.00	7,500.00
Miscellaneous Expense	150.00	0.00	1,000.00
Postage and Freight	50.00	0.00	250.00
Repairs and Maintenance	0.00	0.00	1,000.00
<b>Total Expense</b>	<b>13,250.00</b>	<b>961.17</b>	<b>33,050.00</b>
<b>Net Income</b>	<b>2,252.03</b>	<b>7,040.43</b>	<b>-12,550.00</b>

# Harbor

Income	Budget	May 22	FY21 Budget
Reserves Account	0.00	0.00	0.00
Reconnection Fee - Live-a-board	0.00	90.00	100.00
<b>State Revenues</b>			
<i>Fishery Tax Receipts</i>	<i>3,000.00</i>	<i>0.00</i>	<i>3,000.00</i>
<b>Total State Revenues</b>	<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>
Services Availability	0.00	405.13	600.00
Citations	0.00	0.00	200.00
Interest Income	50.00	5.89	15.00
Davidson Landing Fees	23,000.00	17,203.88	23,000.00
Fees & Permits	1,200.00	826.98	1,200.00
Grid Fees	250.00	0.00	100.00
Harbor Fees	65,000.00	57,300.20	65,000.00
Harbor Showers	2,500.00	1,197.00	2,500.00
Landing Fees	300.00	0.00	300.00
Live-aboard Fees	8,400.00	8,899.52	9,500.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>	<i>2,500.00</i>	<i>39.25</i>	<i>250.00</i>
<b>Total Miscellaneous Income</b>	<b>2,500.00</b>	<b>39.25</b>	<b>250.00</b>
Sales Tax	6,402.00	3,172.43	6,200.00
<b>Total Income</b>	<b>112,602.00</b>	<b>89,140.28</b>	<b>111,965.00</b>

Expense	Budget	May 22	FY21 Budget
Advertising and Promotion	0.00	0.00	<b>75.00</b>
Bldg/Grnd Maint Repair	175.00	23.25	750.00
Computer/Software	350.00	59.95	750.00
Contract Labor	1,000.00	3,960.00	1,200.00
Dues and Subscriptions	150.00	187.50	250.00
Electricity	12,162.79	8,049.74	10,000.00
Equipment Maint & Repair	500.00	33.77	500.00
Equipment Purchase	1,500.00	268.06	500.00
Equipment Rental	0.00	0.00	250.00
Furniture, Equip & Computers	0.00	0.00	500.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	<i>3,400.00</i>	<i>3,971.00</i>	<i>4200.00</i>
<b>Total Insurance Expense</b>	<b>3,400.00</b>	<b>3,971.00</b>	<b>4,200.00</b>
Internet Use	650.00	399.60	600.00
Materials and Supplies	2,500.00	753.03	2,500.00
Miscellaneous Expense	250.00	0.00	250.00

# Harbor

Expense	Budget	May 22	FY21 Budget	
<b>Payroll Expenses</b>				
Life Insurance	115.00	77.79	125.00	
Worker's Compensation	4,000.00	4,124.75	4,250.00	
Health Insurance	13,447.20	11,094.14	13,447.20	
HSA Company	6,000.00	4,849.05	6,000.00	
Payroll Taxes	1,170.90	907.29	1,208.59	
PERS	10,514.24	8,499.51	10,852.60	
Payroll Expenses - Other	47,792.00	39,323.36	49,330.00	
<b>Total Payroll Expenses</b>	<b>83,039.34</b>	<b>68,875.89</b>	<b>85,213.39</b>	
Postage and Freight	150.00	9.60	100.00	
Repairs and Maintenance	0.00	0.00	1,000.00	
Sales tax 1%	0.00	0.00	0.00	
Telephone	500.00	506.46	625.00	
Training	250.00	0.00	250.00	
Travel Expense	0.00	0.00	700.00	
Vehicle Fuel	1,400.00	1,008.75	1,500.00	
Vehicle Maintenance	500.00	721.98	1,200.00	
<b>DEPOSIT TO HARBOR REPAIR AND REPLACEMENT FUND</b>		<b>12.29</b>	<b>11,196.50</b>	State requires that the City place funds into a "Repair and Replacement" account for Enterprise Accounts. We calculate the amount to go into these accounts by 10% of the total GROSS revenues that year.
<b>Total Expense</b>	<b>108,477.13</b>	<b>88,840.87</b>	<b>124,259.89</b>	
<b>Net Operating Income:</b>	<b>4,124.87</b>	<b>299.41</b>	<b>-12,294.89</b>	
<b>Subsidized by Admin General Fund:</b>	<b>-4,124.87</b>	<b>-299.41</b>	<b>12,294.89</b>	Since the net operating income shows a loss for the Harbor Enterprise Account, we have to subsidize this account with funds from the City Reserves (Wells Fargo Investments) or the General Account which is the profits from all other accounts in the City's Budget.
<b>TOTAL NET INCOME:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	TOTAL BUDGET FOR HARBOR SHOWS ZERO (0) NET INCOME REVENUES



# Solid Waste

Income	Budget	May 22	FY21 Budget
Surplus Property	\$ -	\$ -	\$ 1,500.00
Equipment Rentals	\$ -	\$ 390.00	\$ 850.00
Fees & Permits	\$ 100.00	\$ -	\$ 100.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>	\$ 250.00	\$ -	\$ 200.00
<b>Total Miscellaneous Income</b>	<b>\$ 250.00</b>	<b>\$ -</b>	<b>\$ 200.00</b>
Sales Tax	\$ 7,888.67	4,570.62	\$ 8,700.00
Solid Waste Fees	\$ 131,477.91	113,877.07	\$ 140,000.00
<b>Total Income</b>	<b>\$ 139,716.58</b>	<b>\$ 118,837.69</b>	<b>\$ 151,350.00</b>
Expense	Budget	May 22	FY21 Budget
Advertising and Promotion		\$ -	\$ 120.00
Bldg/Grnd Maint Repair	\$ 500.00	\$ -	\$ 500.00
Computer/Software	\$ -	\$ -	\$ 750.00
Contract Labor	\$ 2,500.00	\$ 209.64	\$ 1,500.00
Credit Card Merchant Fees	\$ -	\$ -	\$ 100.00
Dues and Subscriptions	\$ 750.00	\$ 350.00	\$ 750.00
Electricity	\$ 9,200.00	\$ 6,458.12	\$ 9,200.00
Equipment Maint & Repair	\$ 7,500.00	\$ 92,227.26	\$ 10,000.00
Equipment Purchase	\$ 8,000.00	\$ 2,791.14	\$ 35,000.00
Equipment Rental	\$ 500.00	\$ -	\$ 500.00
Fees & Permit	\$ -	\$ 250.00	\$ 250.00
Furniture, Equip & Computers	\$ -	\$ -	\$ 750.00
Heating Fuel	\$ 5,500.00	\$ 4,914.74	\$ 5,500.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	\$ 1,600.00	\$ 1,661.00	\$ 2,000.00
<b>Total Insurance Expense</b>	<b>\$ 1,600.00</b>	<b>\$ 1,661.00</b>	<b>\$ 2,000.00</b>
Internet Use	\$ -	\$ 557.30	\$ 1,000.00
Materials and Supplies	\$ 2,500.00	\$ 486.83	\$ 3,500.00
Miscellaneous Expense	\$ 80,000.00	\$ 26,864.20	\$ 5,000.00
<b>Payroll Expenses</b>			
<i>Life Insurance</i>	\$ 208.00	\$ 152.83	\$ 250.00
<i>Worker's Compensation</i>	\$ 3,000.00	\$ 7,405.40	\$ 7,600.00
<i>Health Insurance</i>	\$ 15,174.14	\$ 6,158.88	\$ 9,210.24
<i>HSA Company</i>	\$ 6,000.00	\$ 2,076.93	\$ 4,500.00
<i>Payroll Taxes</i>	\$ 2,395.05	\$ 1,364.11	\$ 2,990.50
<i>PERS</i>	\$ 21,506.54	\$ 13,316.46	\$ 9,385.86
<i>Payroll Expenses - Other</i>	\$ 97,757.00	\$ 60,529.33	\$ 65,151.50
<b>Total Payroll Expenses</b>	<b>\$ 146,040.73</b>	<b>\$ 91,003.94</b>	<b>\$ 99,088.10</b>
Postage and Freight	\$ 500.00	\$ 733.89	\$ 1,200.00
Reimbursed Expense	\$ -	\$ 45.10	\$ 150.00
Repairs and Maintenance	\$ -	\$ -	\$ 1,000.00

## Solid Waste

Expense	Budget	May 22	FY21 Budget	
Testing	\$ 1,500.00	\$ 180.00	\$ 750.00	
Training	\$ -	\$ -	\$ 1,000.00	
Travel Expense	\$ -	\$ -	\$ 750.00	
Vehicle Fuel	\$ 4,000.00	\$ 1,160.09	\$ 3,500.00	
Vehicle Maintenance	\$ 2,200.00	\$ 1,051.03	\$ 3,500.00	
<b>DEPOSIT TO SOLID WASTE REPAIR AND REPLACEMENT FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>15,135.00</b>	State requires that the City place funds into a "Repair and Replacement" account for Enterprise Accounts. We calculate the amount to go into these accounts by 10% of the total GROSS revenues that year.
<b>Total Expense</b>	<b>\$ 272,790.73</b>	<b>\$ 230,944.28</b>	<b>\$ 202,493.10</b>	
<b>Net Income</b>	<b>\$ (133,074.15)</b>	<b>\$ (112,106.59)</b>	<b>\$ (51,143.10)</b>	
<b>TOTAL SUBSIDIZED INCOME:</b>	<b>\$ 133,074.15</b>	<b>\$ 112,106.59</b>	<b>\$ 54,413.10</b>	Since the net operating income shows a loss for the Sewer Enterprise Account, we have to subsidize this account with funds from the City Reserves (Wells Fargo Investments) or the General Account which is the profits from all other accounts in the City's Budget.
<b>TOTAL NET INCOME:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>TOTAL BUDGET FOR SEWER SHOWS ZERO (0) NET INCOME REVENUES</b>

# Streets and Roads

Income	Budget	May 22	FY21 Budget
<b>State Revenues</b>			
<i>National Forest Receipts</i>	\$ 20,000.00	\$ 57,617.14	\$ 60,000.00
<i>Community Aide Assistance</i>	\$ -	\$ -	\$ 75,000.00
<b>Total State Revenues</b>	<b>\$ 20,000.00</b>	<b>\$ 57,617.14</b>	<b>\$ 135,000.00</b>
Surplus Property	\$ -	\$ -	\$ 2,500.00
1% Sales Tax	\$ 50,000.00	\$ 27,500.00	\$ 75,000.00
Equipment Rentals		\$ -	\$ 2,500.00
Fees & Permits	\$ 385.00	\$ 385.00	\$ 450.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>		\$ -	\$ 300.00
<b>Total Miscellaneous Income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300.00</b>
Sales Tax	\$ 50.00	\$ -	\$ 2,367.00
<b>Total Income</b>	<b>\$ 70,435.00</b>	<b>\$ 85,502.14</b>	<b>\$ 218,117.00</b>
Expense	Budget	May 22	FY21 Budget
Advertising and Promotion	\$ -	\$ -	\$ 120.00
Bldg/Grnd Maint Repair	\$ -	\$ -	\$ 750.00
Computer Software	\$ -	\$ -	\$ 750.00
Contract Labor	\$ 55,000.00	\$ 22,571.84	\$ 23,000.00
Dues and Subscriptions	\$ 50.00	\$ 233.76	\$ 500.00
Electricity	\$ 4,000.00	\$ 2,856.64	\$ 3,500.00
Equipment Maint & Repair	\$ 12,000.00	\$ 13,834.31	\$ 20,000.00
Equipment Purchase	\$ 10,000.00	\$ 36,570.24	\$ 25,000.00
Equipment Rental	\$ 300.00	\$ -	\$ 250.00
Fees & Permit	\$ -	\$ -	\$ 200.00
Furniture, Equip & Computers	\$ -	\$ -	\$ 1,250.00
Heating Fuel	\$ 1,894.94	\$ 1,972.70	\$ 2,500.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	\$ 5,200.00	\$ 4,271.92	\$ 5,200.00
<b>Total Insurance Expense</b>	<b>\$ 5,200.00</b>	<b>\$ 4,271.92</b>	<b>\$ 5,200.00</b>
Internet Use	\$ -	\$ -	\$ 800.00
Materials and Supplies	\$ 3,500.00	\$ 1,591.28	\$ 4,000.00
Miscellaneous Expense	\$ 1,000.00	\$ 231.47	\$ 500.00
<b>Payroll Expenses</b>			
<i>Life Insurance</i>	\$ 101.19	\$ 167.56	\$ 250.00
<i>Worker's Compensation</i>	\$ 8,300.00	\$ 5,184.02	\$ 8,300.00
<i>Health Insurance</i>	\$ 13,447.20	\$ 19,750.66	\$ 22,657.44
<i>HSA Company</i>	\$ 6,000.00	\$ 7,843.30	\$ 12,000.00
<i>Payroll Taxes</i>	\$ 1,102.01	\$ 1,594.61	\$ 4,428.16
<i>PERS</i>	\$ 9,895.60	\$ 13,762.97	\$ 18,266.16
<i>Payroll Expenses - Other</i>	\$ 44,980.00	\$ 65,882.95	\$ 110,704.00
<b>Total Payroll Expenses</b>	<b>\$ 83,826.00</b>	<b>\$ 114,186.07</b>	<b>\$ 176,605.76</b>

## Streets and Roads

Expense	Budget	May 22	FY21 Budget	
Postage and Freight	\$ 2,200.00	\$ 581.76	\$ 1,000.00	
Reimbursed Expense	\$ -	\$ 89.38	\$ 125.00	
Sales Tax 1%	\$ -	\$ -	\$ 75,000.00	
Training	\$ -	\$ -	\$ 700.00	
Travel Expense	\$ -	\$ -	\$ 700.00	
Vehicle Fuel	\$ 6,000.00	\$ 3,352.89	\$ 4,000.00	
Vehicle Maintenance	\$ 2,500.00	\$ 2,255.43	\$ 3,500.00	
<b>Total Expense</b>	<b>\$ 187,470.94</b>	<b>\$ 204,599.69</b>	<b>\$ 349,950.76</b>	
<b>Net Income</b>	<b>\$ (117,035.94)</b>	<b>\$ (119,097.55)</b>	<b>\$ (131,833.76)</b>	
<b>TOTAL SUBSIDIZED INCOME:</b>	<b>\$ 117,035.94</b>	<b>\$ 119,097.55</b>	<b>\$ 131,833.76</b>	Since the net operating income shows a loss for the Streets & Roads Account, we have to subsidize this account with funds from the City Reserves (Wells Fargo Investments) or the General Account which is the profits from all other accounts in the City's Budget.
<b>TOTAL STREETS &amp; ROADS NET INCOME:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>TOTAL BUDGET FOR STREETS &amp; ROADS SHOWS ZERO (0) NET INCOME REVENUES</b>

# Sewer

Income	Budget	22-May	FY21 Budget
Reserves Account	0.00	0.00	0.00
Fees & Permits	0.00	0.00	200.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>	<i>100.00</i>	<i>0.00</i>	<i>150.00</i>
<b>Total Miscellaneous Income</b>	<b>100.00</b>	<b>0.00</b>	<b>150.00</b>
Rental	0.00	0.00	500.00
Sales Tax	8,280.00	5,779.72	8,400.00
Sewer Fees	138,000.00	131,564.62	140,000.00
<b>Total Income</b>	<b>146,380.00</b>	<b>137,344.34</b>	<b>149,250.00</b>
Expense	Budget	22-May	FY21 Budget
Bldg/Grnd Maint Repair	250.00	0.00	500.00
Chemicals	5,000.00	0.00	10,000.00
Computer/Software	0.00	0.00	1,200.00
Contract Labor	5,000.00	0.00	5,000.00
Dues and Subscriptions	1,350.00	0.00	1,500.00
Electricity	32,593.52	27,771.82	33,000.00
Equipment Maint & Repair	2,500.00	0.00	5,000.00
Equipment Purchase	2,500.00	1,420.27	10,000.00
Equipment Rental	0.00	0.00	500.00
Fees & Permit	1,500.00	1,280.00	2,000.00
Furniture, Equip & Computers	0.00	0.00	1,250.00
Heating Fuel	4,000.00	5,629.52	6,000.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	<i>6,500.00</i>	<i>7,753.00</i>	<i>7,800.00</i>
<b>Total Insurance Expense</b>	<b>6,500.00</b>	<b>7,753.00</b>	<b>7,800.00</b>
Internet Use	0.00	0.00	120.00
Materials and Supplies	3,500.00	1,397.13	10,000.00
Miscellaneous Expense	1,500.00	0.00	3,000.00
<b>Payroll Expenses</b>			
<i>Life Insurance</i>	<i>98.00</i>	<i>108.34</i>	<i>125.00</i>
<i>Worker's Compensation</i>	<i>3,300.00</i>	<i>3,088.17</i>	<i>3,100.00</i>
<i>Health Insurance</i>	<i>15,174.14</i>	<i>14,269.11</i>	<i>9,210.24</i>
<i>HSA Company</i>	<i>6,000.00</i>	<i>5,071.28</i>	<i>3,000.00</i>
<i>Payroll Taxes</i>	<i>1,129.56</i>	<i>803.70</i>	<i>2,036.07</i>
<i>PERS</i>	<i>10,142.99</i>	<i>8,493.30</i>	<i>6,469.77</i>
<i>Payroll Expenses - Other</i>	<i>46,104.50</i>	<i>38,605.94</i>	<i>44,028.27</i>
<b>Total Payroll Expenses</b>	<b>81,949.19</b>	<b>70,439.84</b>	<b>67,969.35</b>
Postage and Freight	2,200.00	701.27	1,750.00
Repairs and Maintenance	0.00	0.00	1,000.00
Telephone	300.00	0.00	0.00

Sewer			
Expense	Budget	22-May	FY21 Budget
Testing	8,000.00	5,545.00	8,000.00
Training	1,200.00	0.00	1,200.00
Travel Expense	1,600.00	0.00	1,600.00
Vehicle Fuel	500.00	20.23	500.00
Vehicle Maintenance	500.00	0.00	500.00
<b>DEPOSIT TO SEWER REPAIR AND REPLACEMENT FUND</b>	<b>0.00</b>	<b>\$14,638.00</b>	<b>14,925.00</b>
<b>Total Expense</b>	<b>162,442.71</b>	<b>136,596.08</b>	<b>194,314.35</b>
<b>Net Operating Income</b>	<b>-16,062.71</b>	<b>748.26</b>	<b>-45,064.35</b>
<b>Subsidized by Admin General Fund:</b>	<b>\$ 16,062.71</b>	<b>\$ (748.26)</b>	<b>\$ 45,064.35</b>
<b>TOTAL SEWER NET INCOME:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

# Water

Income	Budget	22-May	FY21 Budget
Reserves Account	0.00	0.00	0.00
Services Availability	0.00	5,575.06	8,000.00
Surplus Property	0.00	0.00	600.00
Fees & Permits	200.00	400.00	600.00
<b>Miscellaneous Income</b>			
<i>Miscellaneous Income - Other</i>	<i>250.00</i>	<i>582.15</i>	<i>500.00</i>
<b>Total Miscellaneous Income</b>	<b>250.00</b>	<b>582.15</b>	<b>500.00</b>
Sales Tax	9,189.47	5,492.27	10,080.00
Water Fees	153,157.88	129,867.36	160,000.00
<b>Total Income</b>	<b>162,797.35</b>	<b>141,916.84</b>	<b>179,780.00</b>
Expense	Budget	22-May	FY21 Budget
Bldg/Grnd Maint Repair	350.00	0.00	350.00
Chemicals	9,000.00	9,062.69	9,000.00
Computer/Software	0.00	0.00	1,600.00
Contract Labor	15,000.00	3,342.57	6,500.00
Dues and Subscriptions	900.00	1,080.51	900.00
Electricity	14,000.00	13,857.84	14,000.00
Equipment Maint & Repair	8,000.00	4,460.29	8,000.00
Equipment Purchase	8,500.00	5,336.64	8,500.00
Furniture, Equip & Computers	0.00	0.00	1,500.00
Heating Fuel	8,000.00	5,833.43	8,000.00
<b>Insurance Expense</b>			
<i>AML/Insurance</i>	<i>5,000.00</i>	<i>5,622.00</i>	<i>6,000.00</i>
<b>Total Insurance Expense</b>	<b>5,000.00</b>	<b>5,622.00</b>	<b>6,000.00</b>
Internet Use	0.00	808.67	1,100.00
Materials and Supplies	7,200.00	6,743.06	7,200.00
Miscellaneous Expense	0.00	582.15	1,000.00
<b>Payroll Expenses</b>			
<i>Life Insurance</i>	<i>105.00</i>	<i>108.46</i>	<i>125.00</i>
<i>Worker's Compensation</i>	<i>3,500.00</i>	<i>4,173.57</i>	<i>4,200.00</i>
<i>Health Insurance</i>	<i>9,210.24</i>	<i>8,215.52</i>	<i>17,300.16</i>
<i>HSA Company</i>	<i>3,000.00</i>	<i>5,076.94</i>	<i>6,000.00</i>
<i>Payroll Taxes</i>	<i>1,356.09</i>	<i>1,132.44</i>	<i>1,479.70</i>
<i>PERS</i>	<i>12,177.17</i>	<i>11,642.87</i>	<i>13,287.14</i>
<i>Payroll Expenses - Other</i>	<i>55,350.75</i>	<i>52,922.05</i>	<i>60,396.08</i>
<b>Total Payroll Expenses</b>	<b>84,699.25</b>	<b>83,271.85</b>	<b>102,788.08</b>
Postage and Freight	4,500.00	4,705.99	4,500.00
Reimbursed Expense	0.00	187.09	300.00
Repairs and Maintenance	0.00	3,750.00	4,500.00
Testing	8,000.00	2,405.82	5,000.00
Training	750.00	0.00	750.00

<b>Water</b>				
<b>Expense</b>	<b>Budget</b>	<b>22-May</b>	<b>FY21 Budget</b>	
Travel Expense	2,500.00	0.00	1,500.00	
Vehicle Fuel	2,500.00	2,182.99	2,500.00	
Vehicle Maintenance	650.00	365.49	650.00	
<b>DEPOSIT TO WATER REPAIR AND REPLACEMENT FUND</b>	<b>0.00</b>	<b>16,500.00</b>	<b>17,978.00</b>	<b>State requires that the City place funds into a "Repair and Replacement" account for Enterprise Accounts. We calculate the amount to go into these accounts by 10% of the total GROSS revenues that year.</b>
<b>Total Expense</b>	<b>179,549.25</b>	<b>170,099.08</b>	<b>213,916.08</b>	
<b>Net Operating Income</b>	<b>-16,751.90</b>	<b>-28,182.24</b>	<b>-34,136.08</b>	
<b>Subsidized by Admin General Fund:</b>	<b>\$ 16,751.90</b>	<b>\$ 28,182.24</b>	<b>\$ 34,136.08</b>	<b>Since the net operating income shows a loss for the Water Enterprise Account, we have to subsidize this account with funds from the City Reserves (Wells Fargo Investments) or the General Account which is the profits from all other accounts in the City's Budget.</b>
<b>TOTAL NET INCOME:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>TOTAL BUDGET FOR WATER SHOWS ZERO (0) NET INCOME REVENUES</b>



**CITY OF THORNE BAY  
ORDINANCE 20-06-02-02**

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, - AMENDING TITLE 2-ADMINISTRATION AND PERSONNEL; SECTION 2.38-EMERGENCY SERVICES DEPARTMENT; RENUMBERING OF SECTIONS 2.38.010 – 2.38.050; AND ADDING THE POSITION OF AN EMERGENCY SERVICES COORDINATOR

**BE IT ENACTED BY THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA**

**Section 1. Classification.** This ordinance is of a general and permanent nature, the chapter and section hereby amended shall be added to the Thorne Bay Municipal Code.

**Section 2. Severability.** If any provisions of this ordinance or any application thereof to any person or circumstances is held invalid, the circumstances shall not be affected thereby.

**Section 3. Amendment of Section.** The title and chapters of Title 2 – Administration and Personnel, Chapter 2.38 Emergency Services Department, Renumbering of Sections 2.38.010 – 2.38.050; and adding the position of Emergency Services Coordinator; are hereby amended and added to the Thorne Bay Municipal Code.

**Section 4. Effective Date.** This ordinance shall become effective upon adoption.

**PASSED AND APPROVED June 2, 2020**

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Lee Q. Burger, Mayor

ATTEST:

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Teri Feibel, CMC

[Introduction: May 26, 2019]

[Public Hearing: June 2, 2020]

CHAPTER 2.38 - EMERGENCY MEDICAL SERVICES DEPARTMENT

2.38.010 DEPARTMENT ESTABLISHED.

~~2.38.015 STIPEND.~~

2.38.015 EMS COORDINATOR-APPOINTMENT AND ACCOUNTABILITY  
SUBSECTIONS A & B

~~2.38.020 EMS MEMBERS--APPOINTMENT/DISCHARGE.~~

2.38.020 DUTIES OF THE EMS COORDINATOR.

2.38.025 EMS MEMBERS--APPOINTMENT/DISCHARGE.

2.38.030 VOLUNTEER ASSOCIATION.

~~2.38.040 COMPENSATION.~~

2.38.040 SERVICE FEES

~~2.38.042 SERVICE FEES.~~

2.38.050 COMPENSATION.

~~2.38.050 EMS RESPONSIBILITIES.~~

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CHAPTER 2.38 - EMERGENCY MEDICAL SERVICES DEPARTMENT

2.38.010 DEPARTMENT ESTABLISHED.

2.38.015 EMS COORDINATOR-APPOINTMENT AND ACCOUNTABILITY

2.38.020 DUTIES OF THE EMS COORDINATOR.

2.38.025 EMS MEMBERS--APPOINTMENT/DISCHARGE.

2.38.030 VOLUNTEER ASSOCIATION.

2.38.040 SERVICE FEES

2.38.050 COMPENSATION.

CHAPTER 2.38 - EMERGENCY MEDICAL SERVICES DEPARTMENT

2.38.010 DEPARTMENT ESTABLISHED.

There shall be an emergency medical services department (hereinafter EMS) for the city. AN EMS COORDINATOR ~~rescue captain~~ shall be department head and administer the EMS. The Chief Administrator shall supervise the department.

(Ord. 91-19 §4(part), 1991; Ord. 90-02 §5(part), 1990)

~~2.38.015 STIPEND.~~

~~The rescue captain shall receive a monthly stipend for department administrative tasks. The rescue captain shall receive a monthly stipend to be determined by the council.~~

~~(Ord. 04-02-05-03 §4, 2004)~~

2.38.015 EMS COORDINATOR APPOINTMENT AND ACCOUNTABILITY.

A. THE EMS COORDINATOR SHALL BE APPOINTED BY THE MAYOR AND SUBJECT TO CONFIRMATION BY THE CITY COUNCIL. THE EMS COORDINATOR SHALL BE TECHNICALLY QUALIFIED BY TRAINING AND EXPERIENCE AND SHALL HAVE ABILITY TO COMMAND THE SQUAD AND HOLD THEIR RESPECT AND CONFIDENCE. THE COORDINATOR IS AN AT-WILL POSITION AND MAY BE REMOVED AT ANY TIME BY THE COUNCIL. THE COORDINATOR SHALL REPORT TO AND TAKE DIRECTION FROM THE CITY ADMINISTRATOR.

B. THE EMS COORDINATOR SHALL BE HELD ACCOUNTABLE FOR THE THORNE BAY EMS SQUAD ONLY AND SHALL MAKE WRITTEN AND VERBAL REPORTS AS THE COUNCIL MAY REQUIRE. ALL EMS VOLUNTEERS AND OR PERSONNEL SHALL BE ACCOUNTABLE TO THE EMS COORDINATOR ONLY, AND SUBJECT TO REMOVAL BY THE COORDINATOR.

~~2.38.050 EMS RESPONSIBILITIES.~~ 2.38.020 DUTIES OF EMS COORDINATOR.

A. The EMS shall have broad responsibilities for emergency medical response.

B. The responsibilities of the ~~rescue captain~~ EMS COORDINATOR shall include, but are not limited to, the following:

~~1. Rescue Operations: Department personnel shall respond and assist when such need arises.~~

~~2. Miscellaneous City Emergencies: Department Personnel may be requested to volunteer to respond and assist in coping with any emergency situation.~~

1. ~~3.~~ Determine the organization of the EMS AND BE RESPONSIBLE FOR:
  - i. FACILITATING EMERGENCY SERVICES FOR THE CITY OF THORNE BAY,
  - ii. RECRUIT, AND MAINTAIN READINESS OF EMERGENCY SERVICES PERSONNEL AND EQUIPMENT;

**ADDITIONS ARE BLUE AND CAPITALIZED**

~~DELETIONS ARE RED AND STRICKEN~~

- iii. CREATE AND MANAGE SCHEDULES FOR ON-CALL EMERGENCY MEDICAL RESPONDERS, AMBULANCE DRIVERS AND DISPATCHERS.
    - iv. PLAN, DEVELOP, DIRECT, AND EVALUATE EMERGENCY SERVICES AND EMERGENCY RESPONSES PROGRAMS.
  2. ~~4.~~ Make monthly ~~oral~~ reports to the council at a regular council meeting **THE FOLLOWING:**
    - i. THE CONDITION OF THE APPARATUS AND EQUIPMENT;
    - ii. THE NUMBER OF EMS CALLS DURING THE MONTH,
    - iii. THE NUMBER AND PURPOSE OF ALL OTHER RUNS MADE; AND
    - iv. THE NUMBER OF MEMBERS RESPONDING TO EACH MEDICAL EMERGENCY OR OTHER RUN; AND
    - v. ANY CHANGES IN MEMBERSHIP.
3. ~~5.~~ Establish, abide by, maintain and enforce standard operating procedures (SOPs) that are specifically for the effective and successful operation of the EMS:
  - i. SOPs may cover such items as training, drills, discipline, rules and regulations that are particularly characteristic of the EMS and its functions.
  - ii. SOPs shall not conflict with city ordinances and regulations. If a SOP conflicts with an administrative publication the subject matter shall be submitted to the council for solution of the conflict.
  - iii. New SOPs and proposed changes to current SOPs shall be discussed by the ~~rescue captain~~ **EMS COORDINATOR** with the department staff. After the discussion the ~~rescue captain~~ **EMS COORDINATOR** shall make the final decision on the text of the new or changed SOP.
  - iv. SOPs shall be kept current. As part of the ~~rescue captain~~ **EMS COORDINATOR**'s regular monthly report to the council new SOPs or changes to existing SOPs shall be orally recited.
  - v. Copies of SOPs and all changes to them shall be filed with the city administration. A file of SOPs shall be maintained in city hall for reference.
4. **CONDUCT, AT LEAST ONCE A MONTH:**
  - i. **SUITABLE DRILLS OR INSTRUCTION IN THE OPERATION AND HANDLING OF**
    - a) **EQUIPMENT,**
    - b) **FIRST AID AND RESCUE WORK, AND**
    - c) **ALL OTHER MATTERS GENERALLY CONSIDERED ESSENTIAL TO GOOD EMERGENCY SERVICES PRACTICES AND SAFETY OF LIFE AND PROPERTY.**
5. **COORDINATE CONTINUING EDUCATION PROGRAMS FOR PUBLIC SAFETY OFFICIALS, INCLUDING FIRE, EMERGENCY SERVICES, AND SUMMER SEASONAL PERSONNEL.**
6. **PREPARE APPROPRIATE GRANT APPLICATIONS AND ADMINISTER GRANTS FOR THE EMERGENCY SERVICES DEPARTMENT;**

**ADDITIONS ARE BLUE AND CAPITALIZED**

~~DELETIONS ARE RED AND STRICKEN~~

7. ~~6.~~ Administer the care and maintenance of EMS property and keep the required inventory record of such property.
8. MAINTAIN EMERGENCY SERVICES DEPARTMENT RECORDS, INCLUDING PERSONNEL RECORDS, CERTIFICATIONS, PATIENT CARE REPORTS, AMBULANCE BILLING RECORDS, AND EQUIPMENT INVENTORIES.
9. ENSURE THAT COMPLETE RECORDS ARE KEPT OF ALL CALLS, INSPECTIONS, APPARATUS AND MINOR EQUIPMENT, PERSONNEL, TRAINING, AND OTHER INFORMATION ABOUT THE WORK OF THE DEPARTMENT. RECORDS CONTAINING PATIENT INFORMATION SHALL BE STORED AND SECURED IN COMPLIANCE WITH STATE AND FEDERAL LAW.
10. 7. Annually, when requested by the chief administrator, submit a proposed EMS budget for the next fiscal year. The ~~rescue captain~~ EMS COORDINATOR shall be consulted about any changes to be made to his proposed budget before it is finalized by the chief administrator.
11. 8. Ensure that the EMS meets all pertinent state and federal regulations and laws.

(Ord. 91-19 § 4(part), 1991: Ord. 90-02 § 5(part), 1990)

**2.38.025 ~~(2.38.020)~~ EMS MEMBERS--APPOINTMENT/DISCHARGE.**

~~A. The rescue captain shall be appointed by the Chief Administrator subject to approval by the council. His term of office is unlimited as long as his performance of duties and his conduct are satisfactory as judged by the chief administrator. For just cause and upon the recommendation of the chief administrator, the council may remove him from the position of rescue captain or may discharge him from the EMS.~~

A. Staff members shall be recommended by the EMS COORDINATOR ~~rescue captain~~ and approved by the chief administrator. For just cause any staff member may be discharged by the chief administrator. The rescue captain shall be consulted prior to the discharge of any staff member.

B. If the city is financially unable to staff the EMS with the necessary salaried employees, volunteers shall be utilized. Whether the EMS is composed of salaried employees, non-salaried volunteers or a combination of salaried employees and non-salaried volunteers, it shall be administered by the EMS COORDINATOR ~~rescue captain~~ under the supervision of the chief administrator.

C. Within the EMS the EMS COORDINATOR ~~rescue captain~~ may establish staff responsibilities and titles and make promotions but such actions that involve a salaried employee or regular compensated volunteer shall require prior approval of the chief administrator. All EMS salaried or volunteers shall be considered "project employees" pursuant to Chapter 2.24.030 of the Thorne Bay Municipal Code.

(Ord. 91-19 §4(part), 1991: Ord. 90-02 §5(part), 1990)

### 2.38.030 VOLUNTEER ASSOCIATION.

- A. IN THE ABSENCE OF AN EMS COORDINATOR, THERE MAY BE ESTABLISHED A VOLUNTEER ASSOCIATION OF THE EMS. Volunteer EMS staff members may organize into a volunteer association elect their own association officers and establish their own association by-laws. However, all association activities pertaining to city duties shall be administered by the **EMS COORDINATOR** ~~rescue captain~~ and shall comply with the terms of this chapter.
- B. The volunteer association may purchase with its own fund's items of personal property and the use of such property shall be controlled by the association but shall not conflict in use or purpose with EMS property of the city nor with any established regulations or procedures of the city. (**ORDINANCE 20-06-02-02, Prior** -Ord. 91-19 §4(part), 1991: Ord. 90-02 §5(part), 1990)

### ~~2.38.042~~ 2.38.040 SERVICE FEES.

Service fees to be charged for emergency medical services and supplies, shall be as set forth in the most current EMS fee schedule adopted and approved by resolution of the city council and incorporated herein by reference.

(Ord. 96-09 § 4, 1996)

### ~~2.38.040~~ 2.38.050 COMPENSATION.

Upon the recommendation of the Chief Administrator the council may approve compensation to reimburse volunteers who, while on emergency medical duty, training assignments or other required EMS activities, if personally purchased disposable medical supplies are damaged in use, compensation may be allowed if the use was pre-approved by the **EMS COORDINATOR** ~~rescue captain~~.

(Ord. 91-19 § 4(part), 1991: Ord. 90-02 § 5 (part), 1990)