

ADDITIONS TO THIS AGENDA ARE POSSIBLE – CHECK BACK ON TUESDAY, June 7th, 2022, BY 4PM TO GET THE MOST UP TO DATE AGENDA

AGENDA

FOR THE REGULAR MEETING OF THE CITY COUNCIL FOR
THE CITY OF THORNE BAY, ALASKA

TUESDAY, June 7, 2022

TIME: 6:30 p.m.

THERE WILL BE A WORKSHOP BEGINNING AT 6:00PM TO REVIEW AND DISCUSS THE OPERATING BUDGET FOR THE FISCAL YEAR 2023-JULY 1, 2022 – JUNE 30, 2023

LOCATION: TELECONFERENCE/VIDEO CONFERENCING LINE

Phone Number: 1- 650-479-3208

Meeting Link:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=m99f71eee7f975b71d7ee0f9f7c5e44a1>

Meeting number: 182 323 7632 **Password:** [MghMxgJy424 \(64469459\)](#) from phones and video systems)

- 1) CALL TO ORDER:
- 2) PLEDGE TO FLAG:
- 3) ROLL CALL:
- 4) APPROVAL OF AGENDA:
- 5) MAYOR'S REPORT:
- 6) ADMINISTRATIVE REPORTS:
 - a) City Administrator:
- 7) PUBLIC COMMENTS:
- 8) COUNCIL COMMENTS:
- 9) CONSENT AGENDA:
 - a) MINUTES
 - i. Minutes of the May 17, 2022, Regular City Council Meeting, discussion and action item:
- 10) NEW BUSINESS:
 - a) Resolution 22-06-07-01, establishing a policy for billing the Services Availability Fee for all unimproved or discontinued lots on the City's water line, discussion and action item:
- 11) ORDINANCE FOR INTRODUCTION:
 - a) Ordinance 22-06-21-01, adopting the Budget of Operating Income and Expenses for the Fiscal Year 2023 beginning July 1, 2022, through June 30, 2023, discussion and action item:
 - b) Ordinance 22-06-21-02, amending Title 10-Vehicles and Traffic, Chapter 10.20 – Parking, Standing & Stopping, Section 10.20.030 – Harbor Parking
- 12) CONTINUATION OF PUBLIC COMMENT:
- 13) CONTINUATION OF COUNCIL COMMENT:
- 14) ADJOURNMENT:

POSTED: June 3, 2022

JOIN BY WEBEX – ONLINE VIDEO/TELECONFERENCING

Tuesday, June 7, 2022, there will be a workshop of the City Council preceding the meeting and begins at 6:00 pm. The Regular Meeting of the City Council begins at 6:30 pm

MEETING INFORMATION

Meeting link:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=m99f71eee7f975b71d7ee0f9f7c5e44a1>

Meeting Number: **182 323 7632**

Password: **MghMxgJy424 (64469459 from phones and video systems)**

Agenda: Agendas are posted the Friday before each meeting by 6pm.

Agenda packets can be downloaded online at www.thornebay-ak.gov and on our Facebook page at:

<https://www.facebook.com/profile.php?id=100064908843463>

Packets may also be picked up around town at various locations which include City Hall, Thorne Bay Market, The Port, Riptide Liquor & Davidson Landing Harbor.

Agendas are posted at the Thorne Bay Market, The Port, US Forest Service Main Office, Thorne Bay School, SISD District Office, City Hall, Riptide Liquor & Davidson Landing Harbor.

To request items on the agenda for the City Council to act upon, complete the Agenda Item Request for Action form available on the City's Website or by request to the City Clerk. Submit the form to the City Clerk by 4pm on the Wednesday preceding the regular meeting date. The form can also be downloaded using the following link:

<https://thornebay-ak.gov/wp-content/uploads/2021/11/AGENDA-ITEM-REQUEST-FOR-ACTION-MASTER-FORM.pdf>

More Ways to Join

Join by video system

Dial 1823237632@webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-650-479-3208 United States Toll

Access code: 182 323 7632

Telephonic Passcode: 64469459

[Global call-in numbers](#)



MINUTES

for The Regular Meeting
Of The City Council
for the City of Thorne Bay
Tuesday, May 17, 2022
Beginning at 6:30 p.m.

THERE WAS A SPECIAL WORKSHOP THAT BEGAN AT 5:30PM TO REVIEW AND DISCUSS THE BASE FIRE HALL DESIGN FOR DAVIDSON LANDING

LOCATION: TELECONFERENCE/VIDEO CONFERENCING LINE & IN PERSON @ CITY HALL

1) CALL TO ORDER:

Mayor Burger called meeting to order at 6:30pm

2) PLEDGE TO FLAG:

Audience and council stood for the pledge to the flag.

3) ROLL CALL:

Those present were:

Burger, Oatman, Jennings, Kerkof, Stram & Hartwell. Nyquest was excused.

4) APPROVAL OF AGENDA:

Burger moved to approve the agenda. Hartwell seconded the motion. There was no further discussion.

MOTION: Move to approve agenda as written.

F/S: Burger/Hartwell

YEAS: Burger, Kerkof, Oatman, Jennings, Stram & Hartwell

NAYS: None

STATUS: Motion Passed

5) MAYOR'S REPORT:

Mayor Burger reported the following:

- Cleanup of City Property around town, including removal of derelict vessels from behind City Hall and at the harbor.

6) ADMINISTRATIVE REPORTS:

a) City Administrator:

John Huestis provided the following Administrator Report.

- Administration is busy with the annual budget cycle, preparing draft budgets for review by the department directors and Administrator to fine tune before bringing to Council. This will be on-going for the next few weeks.
- Public Meeting was tonight to share with the public and Council the 50% design for the Davidson Landing Fire/EMS Hall Design.
- AP&T to complete relocation of major power pole on RAC project for the first 425 feet of the Kasaan Road project in conjunction with construction project staging.
- Alaska Community Foundation project for library deck going well, the deck will be completed this week with benches and concrete work remaining.
- Met with State Forestry, Greg Staunton and Survey/Land Development Managers John King and Tim Shilling about Bayview Timber Sale and future subdivision.
- Seanna and Silver Doll have been demolishing and are at the solid waste facility
- EMS boat still at Bay Company, then taking boat to Superior Marine
- Library Grand Opening scheduled for June 11th at 3:00
- Old library steps, deck, ramp, etc. should be moved within the next week and the library will follow once the wheels get installed
- Senator Murkowski's staff will be here on May 31st from 10:00 to 12:00 to respond to constituents' issues/comments/concerns, etc. Mobile Office will be on island
- Friends of the Library benches to be installed around the city - Karen Petersen
- E-mail from Amy McDonald - issues with Maple Trees that Mr. Wilson planted some years back. Likes the idea of the path but not over the trees. Keep the tree's
- Bay Chalet - Plan to prepare an RFP to have it torn down for highest and best bid
- Boat/trailer washdown area - Recommend use is open to general public for non-potable uses that require purchase of a \$25 permit for harbor/ramp customers or a \$50 permit for everyone else. Will bring with future rate recommendations.
- Met with Papac Logging and SE Roadbuilders to begin discussions on land lease agreement renewals. Retracing lot lines for Business Loop Subdivision lot 6 and 7.
- Completed surface water testing at the Solid Waste facility per our permit requirements. We also have a Solid Waste permit inspection in July.
- We will be organizing and cleaning up solid waste facility in the next couple months in preparation for the inspection and also to sort and ship metals for recycling - aluminum - Planning to hire a project employee to operate City equipment to reorganize solid waste site ahead of inspection
- Executed Contract with R&M Engineering for survey work on project as approved last meeting by City Council.
- Parking changes at the Harbor - discuss with Council - 24- & 72-hour parking at harbor, one vehicle per reserved stalls for live-a-boards, no long-term parking at ramp, 72-hour parking at old Pro Mech location across from Church
- Monday, June 13th is the first walking tour of the City from Alaska Dream Cruises

b) Clerk Report:
Clerk Feibel provided the following report.

➤ **Financial:**

We finally received the Sales Tax income for both local revenue and online sales tax, which helped us in our TFCU account. We had been very low in the account the past few months and have had to hold off paying some of our larger bills until the bill due date in hopes to have more money in our accounts.

Local Sales Tax Collection & Deposit: \$ 100,634.07 (quarterly tax deposit)
Remote Seller Sales Tax – ONLINE: \$ 7,637.92 (monthly deposit vs. quarterly)

The Local Sales Tax Totals for QTR. 1-2022 is broken between City Sales Tax and Bed Tax as follows:

Sales Tax \$ 96,575.06
Bed Tax: \$ 4,059.01
TOTAL: \$ 100,634.07

QuickBooks Profit and Loss July 1, 2021 – May 17, 2022

Income: 1,371,260.89
Expense: 1,265,905.74
Net Income: \$ 105,355.15

Tongass Federal Credit Union Accounts:

| Account | Balance | Totals by acct. type |
|------------------------|---------------------|-------------------------|
| COMMUNITYCENTER | \$7,504.57 | \$7,504.57 |
| CHECKING | \$131,743.49 | \$131,743.49 |
| HEALTH PREMIUM | \$0.19 | \$0.19 |
| OCCUPANCY GEN. | \$2,400.77 | |
| OCC TAX EMS/FIR | \$9,503.05 | |
| OCC TAX TOURISM | \$10,732.95 | |
| OCC TAX PARKS | \$10,661.62 | |
| OCC TAX HARBOR | \$23,496.22 | \$56,794.61 |
| WATER UTL R&R | \$32,283.84 | |
| SEWER UTL R&R | \$30,582.87 | |
| SOLIDWASTE R&R | \$27,266.76 | |
| HARBOR R&R | \$99,951.20 | \$190,084.67 |
| 40% SALES TAX | \$168,181.37 | |
| 60% SALES TAX | \$136,727.17 | \$304,908.54 |
| Account Totals: | \$691,036.07 | |

First Bank Checking Account:

| Account | Balance | TOTALS |
|---------------------|----------|------------|
| FIRST BANK CHECKING | 4,860.58 | \$4,860.58 |

Wells Fargo Investment Account Balances:

Money Market Account: \$ 251,039.00

Investment Bonds CD's: \$ 585,807.55

TOTAL INVESTMENT: \$ 836,846.55

➤ **PERS AUDIT:**

- PERS performed a Compliance Audit of the City for the Calendar Year of 2020. This is the first audit finding where there were no issues found.

➤ **UPCOMING AGENDA ITEMS:**

- Still working on the Water Ordinance to provide better clarification on billing for both residential and commercial services.
- Reviewing the rates charged for all city services including water, sewer, garbage, harbor etc. We are also looking at how other communities are billing for their water & sewer services with regard to residential and commercial rates.

7) PUBLIC COMMENTS:

Harvey McDonald commented on the following:

- Kudos to residents who are cleaning up along the highway, there were quite a few out this past weekend.

Thom Cunningham commented on the following:

- Nice to see cleanup around the community in town, but not seeing anything done on Southside.
- Brother passed away on May 2nd, he has 10 acres of property, the proceeds from the sale of his property will be donated to the library.
- There is a loophole in the Mayor and Vice Mayor position. There was an amendment to the Election Ordinance requiring that a councilmember be on the council for one year before being eligible for office of Mayor. Cunningham commented that he felt, and was told by a councilmember, that the City Council rushed the ordinance to provide that a councilmember must have one-year experience on the City Council in order to qualify for the office of Mayor, as a measure to keep newly elected councilmembers from becoming Mayor.
 - Councilmember Jennings commented during those meetings that he was not qualified to be mayor, then put in for the office of vice-mayor.
- Requested the council consider having the mayor appoint someone from the council serve as the Mayor Pro-temp
- Suggested the council amend the ordinance that a vice mayor not be appointed until after the mayor has been elected.

8) COUNCIL COMMENTS:

Jennings commented on the following:

- Commented that he would resign as Vice Mayor and no longer wished to hear Thom continue to complain about it.
- Councilman Jennings then removed himself from the meeting.

Hartwell commented on the following:

- Regarding the walkway that is being proposed to the Claw be changed by moving the Claw to where the boat launch is and then use that gravel that was going to be put on the walkway be put on the southside roads.
- Would like to see the Newsletter getting out again. The Clerk was getting those out in the past but would like to see that again.

Oatman commented on the following:

- Have had a lot of people approach commenting that they do not want to see the maple trees that were planted by Mr. Jim Wilson be removed.
- Suggested the City remove the metal off the Bay Chalet and tear it down ourselves.
- Concurred with Hartwell's comment regarding the gravel need on the Southside roads.

Burger commented that the city didn't have the manpower to tear it down and did not have a use for the tin.

Oatman commented that his comment was intended that the city employees do on their down time and then advertise the tin for sale.

Comments continued regarding CLAW Trail grant project and public comments regarding preserving the maple trees that are along the highway and planted by Jim Wilson.

9) CONSENT AGENDA:

a) MINUTES

- i. Minutes of the May 3, 2022, Regular City Council Meeting, discussion and action item:

b) RESOLUTIONS

- i. Resolution 22-05-17-01, authorizing a 6-month rental extension on the RV Park agreement for Lognroad; discussion and action item:
- ii. Resolution 22-05-17-02, authorizing a 6-month rental extension on the RV Park agreement for Faith Huestis, discussion and action item:
- iii. Resolution 22-05-17-03, authorizing a 6-month rental extension on the RV Park agreement for Kim Straight, discussion and action item:

Burger moved to approve the Consent Agenda consisting of the Minutes from the May 3, 2022, City Council Meeting and Resolutions 22-05-17-01, 02 & 03, authorizing 6-month rental extensions for RV Park rentals. Oatman seconded the motion. Hartwell commented that at the last city council meeting he commented there were no trash cans around town and the minutes reflected the Administrator making a statement that there was a trashcan at the bottom of the stairs by the store. Hartwell stated that he checked and there was not a can located there. The City Administrator stated he did not recall making that statement. The City Clerk referred back to the recording and clarified that the Administrator said he understood there was a can located

at the bottom of the stairs, but he did not claim that in fact there was. City Clerk stated she would correct the minutes of the May 3rd meeting to remove that statement. There was no further discussion.

MOTION: Move to approve the Consent Agenda consisting of the Minutes from the May 3, 2022, City Council Meeting and Resolutions 22-05-17-01, 02 & 03, authorizing 6-month rental extensions for RV Park rentals

F/S: Burger/Oatman

YEAS: Burger, Kerkof, Oatman, Stram & Hartwell

NAYS: None

STATUS: Motion Passed

10) NEW BUSINESS:

- a) **Resolution 22-05-17-04**, amending the City Administrator Salary base to be consistent with the GS Wage Scale adopted by the City Council in 2017, discussion and action item:

Burger moved to approve Resolution 22-05-17-04. Oatman seconded the motion. City Clerk explained that the amendment moved the salary to be on the GS Wage Scale used by the city to determine wage and salary of Municipal Employees. The overall change in a three-year period will reduce the administrator's pay by \$33.34.

MOTION: Move to approve Resolution 22-05-17-04, amending the City Administrator salary consistent with the GS Wage Scale adopted by the City Council in 2017.

F/S: Burger/Oatman

YEAS: Burger, Kerkof, Oatman, Stram & Hartwell

NAYS: None

STATUS: Motion Passed

- b) **Resolution 22-05-17-05**, authorizing the payment of a five thousand (\$5,000) dollar deductible for repairs to the city's 2008 Volvo Excavator Cab

Burger moved to approve Resolution 22-05-17-05. Oatman seconded the motion. Administrator Huestis explained that when the city was removing a boat trailer at the Sortyard one of the trailer beams slipped through the thumb and bucket of the excavator, falling onto the cab and breaking the window. The damages to the excavator well exceed the City's five-thousand-dollar deductible. There was further discussion.

MOTION: Move to approve Resolution 22-05-17-05 authorizing the payment of a five thousand (\$5,000) dollar deductible for repairs to the city's 2008 Volvo Excavator Cab

F/S: Burger/Oatman

YEAS: Burger, Kerkof, Oatman, Stram, Hartwell

NAYS: None

STATUS: Motion Passed

11) CONTINUATION OF PUBLIC COMMENT:

Thom Cunningham commented on the following:

- People have been getting D-1 at Davidson to fill in the potholes, however that itself will not fix the road issues.
- How councilmembers feel about the public should have no bearing on the way the city does business.

12) CONTINUATION OF COUNCIL COMMENT:

Stram commented on the following:

- Commented he was sad to see Jennings stepping down. Jennings has a lot of knowledge and provided good suggestions during his tenor on the council.

13) ADJOURNMENT:

Mayor Burger adjourned the meeting 7:47pm

ATTEST:

Lee Burger, Mayor

Teri Feibel, CMC



ORDINANCE 22-06-21-01
CITY OF THORNE BAY

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 2023, JULY 1, 2022 - JUNE 30, 2023, 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, 2022, to June 30, 2023*, 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, 2022, to June 30, 2023, 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 21, 2022

Lee Burger, Mayor

ATTEST

Teri Feibel, CMC

| <u>OPERATING BUDGET</u> | <u>FY21-ACTUALS</u> | <u>FY22 Budget Amended</u> | <u>FY22 -Actual July 1, 21 - June 7, 2022,</u> | <u>FY23 Proposed Budget</u> |
|-------------------------|---------------------|----------------------------|--|-----------------------------|
| Income | \$ 1,399,154.91 | \$ 1,589,260.43 | \$ 1,409,307.64 | \$ 1,652,572.20 |
| Expense | \$ 1,426,443.32 | \$ 1,633,569.09 | \$ 1,338,849.84 | \$ 1,747,447.73 |
| NET Operating Income: | \$ (27,288.41) | \$ (44,308.66) | \$ 70,457.80 | \$ (94,875.53) |

| <u>Class List:</u> | <u>Income:</u> | <u>Expense:</u> | <u>Net:</u> | <u>Revenue Distribution:</u> |
|---|------------------------|------------------------|-----------------------|------------------------------|
| <u>FY22 Cash Carryover</u> | <u>\$ 1,409,307.64</u> | <u>\$ 1,338,849.84</u> | <u>\$ 70,457.80</u> | |
| Admin-FY23 | \$ 740,025.00 | \$ 445,340.74 | \$ 294,684.26 | \$ 294,684.26 |
| Council-FY23 | \$ 650.00 | \$ 32,297.22 | \$ (31,647.22) | \$ 263,037.04 |
| PZ-FY23 | \$ 1,400.00 | \$ 1,162.70 | \$ 237.30 | \$ 263,274.34 |
| EMS-FY23 | \$ 21,500.00 | \$ 27,998.05 | \$ (6,498.05) | \$ 256,776.29 |
| Fire-FY23 | \$ 15,000.00 | \$ 13,523.95 | \$ 1,476.05 | \$ 258,252.34 |
| Harbor-FY23 | \$ 116,260.00 | \$ 135,631.04 | \$ (19,371.04) | \$ 238,881.29 |
| VPSO-FY23 | \$ 24,500.00 | \$ 35,595.20 | \$ (11,095.20) | \$ 227,786.09 |
| Library-FY23 | \$ 5,300.00 | \$ 10,358.90 | \$ (5,058.90) | \$ 222,727.19 |
| Parks-FY23 | \$ 15,050.00 | \$ 69,849.93 | \$ (54,799.93) | \$ 167,927.27 |
| RV-FY23 | \$ 19,843.20 | \$ 19,843.20 | \$ - | \$ 167,927.27 |
| Streets-FY23 | \$ 141,150.00 | \$ 271,022.96 | \$ (129,872.96) | \$ 38,054.31 |
| SW-FY23 | \$ 192,212.00 | \$ 272,475.37 | \$ (80,263.37) | \$ (42,209.06) |
| Sewer-FY23 | \$ 174,912.00 | \$ 206,591.90 | \$ (31,679.90) | \$ (73,888.96) |
| Water-FY23 | \$ 184,770.00 | \$ 205,756.57 | \$ (20,986.57) | \$ (94,875.53) |
| | | | \$ - | \$ (94,875.53) |
| Subsidized Income from Investment Reserves Account: | \$ 94,875.53 | \$ - | \$ 94,875.53 | \$ - |
| FY23 BUDGET | \$ 1,652,572.20 | \$ 1,747,447.73 | \$ (94,875.53) | |
| FY23 OPERATING INCOME/EXPENSE BUDGET: | | | -94,875.53 | |
| Total Subsidized Income from Investment Reserve Account: | | | 94,875.53 | |
| TOTAL NET OPERATING BUDGET: | | | 0.00 | |

The overall FY23 Budget shows an operating loss of \$94,875.53. This loss is made of \$98,133.60, from the Repair & Replacement Expenses in Harbor, RV Park, Sewer, Solid Waste & Water departments. The remaining loss of \$3,258.07, is contributed to by the \$60,000 increase in insurance premiums for the City's property and workers compensation insurance.

Administration & Finance:



FY23 Recommendations:

- Re-engage Planning Commission for update to Comprehensive Plan.
- Develop recommendations for revised rate structures for Enterprises.
- Develop recommendations for creation of Internal Service Fund named Equipment Rental and Revolving to better manage fleet and equipment
- Hire Project labor to provide repairs and maintenance to City buildings.

Department Projects:

- Develop site plan and building concept for new City Hall.
- Paint existing City Hall and VPSO Office and upgrade gutters (\$10,000).
- Oversee City Projects - RAC, Kasaan Road, Fire Hall Demo, Fire Hall Design, Solid Waste Re-organization, etc.

OVERVIEW:

Administration and Finance is the "catch all" for a majority of the City's revenues, including Community Revenue Sharing, PILT and City Sales Tax. Thus, its "profit margin" is critical to continue subsidies in other non-revenue generating departments (library, VPSO, City Council, Fire, EMS, etc.).

Working with interested individuals and businesses to secure residential and commercial property will enhance economic growth and lead to increases in sales tax revenue and local employment.

Grant / Funding Opportunities:

- State Legislature
- Denali Commission

Administration & Finance

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|---|------------------|------------------------------|-------------------------|-------------------------------------|
| SURPLUS INCOME | | | | |
| Subsidized Income | 100,000.00 | | | |
| FEES & PERMITS INCOME | | | | |
| Animal Fees | 500.00 | 360.00 | 500.00 | |
| ATV Fees | 1,100.00 | 884.57 | 1,150.00 | |
| Fees & Permits | 350.00 | 346.25 | 700.00 | |
| Parking Permit Income | 15,165.71 | 13,033.63 | 14,500.00 | |
| Senior Tax Cards | 3,000.00 | 2,288.00 | 2,500.00 | |
| Total FEES & PERMITS INCOME | 20,115.71 | 16,912.45 | 19,350.00 | |
| FINES & PENALTIES | | | | |
| Citations | 1,000.00 | 550.00 | 750.00 | |
| Finance Charge Income | 750.00 | 659.69 | 2,250.00 | |
| Fines for Parking Violations | 1,200.00 | 886.00 | 1,200.00 | |
| Total FINES & PENALTIES | 2,950.00 | 2,095.69 | 4,200.00 | |
| INTEREST & INVESTMENT INCOME | | | | |
| Interest Income | 3.00 | 1.72 | 120.00 | |
| Dividend, Interest (Securities) | 22,200.00 | 16,327.35 | 17,500.00 | Income from our investment accounts |
| Total INTEREST & INVESTMENT INCOME | 22,203.00 | 16,329.07 | 17,620.00 | |
| MISCELLANEOUS INCOME | | | | |
| Copier/Fax | 150.00 | 91.00 | 120.00 | |
| Misc. Income | 250.00 | 33.38 | 200.00 | |
| Total MISCELLANEOUS INCOME | 400.00 | 124.38 | 320.00 | |

| RENTALS & LEASE INCOME | | | | |
|---|-------------------|-------------------|-------------------|---|
| Lease of City Property | 23,000.00 | 20,897.04 | 25,000.00 | Does not include possible lease of Downtown Business District. |
| Rental Income | 30.00 | 20.00 | 35.00 | |
| Total RENTALS & LEASE INCOME | 23,030.00 | 20,917.04 | 25,035.00 | |
| SALES | | | | |
| Surplus Property | 300.00 | 250.00 | 300.00 | |
| Total SALES | 300.00 | 250.00 | 300.00 | |
| SERVICE CHARGES | | | | |
| Notary/Lamination | 1,000.00 | 915.00 | 1,000.00 | |
| Passport Services | 950.00 | 743.53 | 900.00 | |
| Reconnection of Services | 1,300.00 | 1,280.00 | 1,300.00 | Administrative fees for temporary utility disconnections and reconnections made without prior approval. |
| Total SERVICE CHARGES | 3,250.00 | 2,938.53 | 3,200.00 | |
| STATE REVENUES | | | | |
| Community Aide Assistance | 5,000.00 | 5,000.00 | 5,000.00 | This is an unknown amount at this time. |
| Payment in Lieu of Taxes | 118,242.70 | 118,242.70 | 145,000.00 | We do not know what is anticipated for PILT because the State has not adopted their budget yet. In the |
| Total STATE REVENUES | 123,242.70 | 123,242.70 | 150,000.00 | |
| TAX INCOME | | | | |
| Sales Tax | 520,000.00 | 488,210.23 | 520,000.00 | |
| Total TAX INCOME | 520,000.00 | 488,210.23 | 520,000.00 | |
| Total Income | 715,491.41 | 671,020.09 | 740,025.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|--------------------------------|------------------|---------------------------|----------------------|--|
| CONTRACT SERVICES | | | | |
| Contract Labor | 4,500.00 | 4,000.00 | 10,000.00 | Labor for building upgrades - Painting City Hall and VPSO, Develop Concept Plan for new Community Center |
| Legal Services | 18,000.00 | 14,659.52 | 10,000.00 | Trying to reduce Lawyer needs this upcoming year. |
| Total CONTRACT SERVICES | 22,500.00 | 18,659.52 | 20,000.00 | |

| FEES / PERMITS / LICENSE EXPENSE | | | | | |
|--|------------------|------------------|------------------|--|---|
| BANK FEES & SERVICE CHARGES | | | | | |
| Bank Service Charges | 200.00 | 132.27 | 200.00 | | |
| Credit Card Merchant Fees | 3,100.00 | 2,553.78 | 4,200.00 | | |
| Total BANK FEES & SERVICE CHARGES | 3,300.00 | 2,686.05 | 4,400.00 | | |
| Advertising and Promotion | 500.00 | 68.93 | 500.00 | | Advertising needs would only be for when we publish in the Island Post for RFPs, or other notices. |
| Dues and Subscriptions | 6,500.00 | 4,912.37 | 5,000.00 | | Adobe Acrobat, On-the-clock time payroll timekeeping, AML Membership Dues, AAMC Membership dues. |
| Fees Permits & Licensing Exp | 500.00 | 427.80 | 500.00 | | Alaska Municipal Clerk Membership, Notary Renewals. |
| Total FEES/PERMITS/LICENSE EXPENSE | 10,800.00 | 8,095.15 | 10,400.00 | | |
| INSURANCE EXPENSE | | | | | |
| AML/Insurance | 15,500.00 | 15,025.64 | 21,876.00 | | AML Increased all of our coverage. You will notice this mostly in the Water and Sewer departments. |
| Total INSURANCE EXPENSE | 15,500.00 | 15,025.64 | 21,876.00 | | |
| MATERIALS & SUPPLIES | | | | | |
| Computer/Software | 8,323.54 | 8,318.15 | 1,500.00 | | Admin, Finance and Clerk have new computers. |
| Furniture & Equipment | 1,000.00 | 830.39 | 1,000.00 | | New office chairs and/or tables and other misc. needs |
| Materials & Supplies | 7,000.00 | 4,712.02 | 7,000.00 | | |
| Total MATERIALS & SUPPLIES | 16,323.54 | 13,860.56 | 9,500.00 | | |
| OPERATING EXPENSES | | | | | |
| Bldg/Grnd Maint Repair | 4,500.00 | 1,975.48 | 4,000.00 | | |
| Electricity | 4,100.00 | 3,726.27 | 4,450.00 | | |
| Heating Fuel | 5,750.00 | 5,916.55 | 6,200.00 | | |
| Internet Use | 2,200.00 | 1,802.25 | 2,200.00 | | |
| Postage and Freight | 7,100.00 | 6,080.44 | 3,000.00 | | Last year expense was due moving expenses which the council authorized of \$5,000.00. Typically spend around \$2300 per year. |

| | | | | |
|--|-------------------|-------------------|-------------------|---|
| Records Maintenance | 1,000.00 | 532.79 | 1,500.00 | Time, materials & supplies, filing, scanning, policy updates & archiving of City Records |
| Telephone, Telecommunications | 5,500.00 | 4,457.71 | 5,000.00 | City phones, long distance & Admin Cell |
| Total OPERATING EXPENSES | 30,150.00 | 24,491.49 | 26,350.00 | |
| PAYROLL EXPENSES | | | | |
| H.S.A. Company | 15,500.00 | 14,722.96 | 18,250.00 | |
| Health Insurance | 30,000.00 | 28,017.52 | 36,050.59 | |
| Life Insurance | 330.00 | 315.66 | 368.16 | |
| Payroll Taxes | 8,000.00 | 7,806.46 | 6,670.92 | |
| PERS | 39,212.66 | 35,611.91 | 49,573.26 | |
| Worker's Compensation | 973.56 | 973.56 | 1,362.00 | AML RENEWAL RATE - 1362 |
| PAYROLL EXPENSES - Other | 225,000.00 | 215,708.58 | 233,639.81 | Reduced front office staff is three. Combined the finance receivables & payable job. Now staff Admin, Clerk & Finance |
| Total PAYROLL EXPENSES | 319,016.22 | 303,156.65 | 345,914.74 | |
| TRAVEL & TRAINING | | | | |
| Training | 250.00 | 112.50 | 2,600.00 | Clerk Conference November 2022, John SE Conference (2), Alaska Municipal League. |
| Travel | 500.00 | 0.00 | 5,500.00 | |
| Total TRAVEL & TRAINING | 750.00 | 112.50 | 8,100.00 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 1,500.00 | 716.93 | 1,200.00 | Boiler repairs are needed annually. |
| Equipment Purchase | 14,500.00 | 13,891.53 | 0.00 | Admin Vehicle was purchased last year. Typically, we don't have expenses for equipment. |
| Vehicle Fuel | 550.00 | 83.45 | 2,000.00 | |
| Total VEHICLE & EQUIPMENT EXPENSE | 16,550.00 | 14,691.91 | 3,200.00 | |
| Total Expense | 432,589.76 | 398,093.42 | 445,340.74 | |
| Net Income | 282,901.65 | 272,926.67 | 294,684.26 | |

| | |
|--------------------------|------------------------|
| Subsidized Income | \$ (294,684.26) |
| Local Revenue | \$ 590,025.00 |
| State Revenues | \$ 150,000.00 |

City Council

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|--------------------------------------|------------------|---------------------------|----------------------|--|
| Subsidized Income Gen Account | 43,026.60 | 0.00 | 31,647.22 | |
| MISCELLANEOUS INCOME | | | | |
| Election Income | 400.00 | 200.00 | 600.00 | We receive \$300 from the State for each State Election. This is for my time as Absentee Official + Use of City Hall and Davidson Fire Hall for State Elections. |
| Misc. Income | 50.00 | 26.50 | 50.00 | |
| Total MISCELLANEOUS INCOME | 450.00 | 226.50 | 650.00 | |
| Total Income | 450.00 | 226.50 | 650.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|---|-----------------|---------------------------|----------------------|--|
| Election EXPENSES | | | | |
| Election Materials & Supplies | 0.00 | | 350.00 | Paper, Pens, Sanitary Supplies, Envelopes, Veggie trays for each polling station. |
| Election Worker Wages | 1,750.00 | 1,673.47 | 1,809.12 | 3 election workers for each polling location @ \$20 per hour with 13 hours per Election. 2 Elections held every other year. Only one election for this year. |
| Total ELECTION EXPENSES | 1,750.00 | 1,673.47 | 2,159.12 | |
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Dues and Subscriptions | 3,000.00 | 2,023.15 | 2,250.00 | GoDaddy Email subscriptions for all councilmembers |
| Total FEES/PERMITS/LICENSE EXPENSE | 3,000.00 | 2,023.15 | 2,250.00 | |
| MATERIALS & SUPPLIES | | | | |
| Furniture & Equipment | 600.00 | 569.98 | 150.00 | Last year purchased TV and Stand for Cisco Webex Conferencing, so hire expense here. I do not know of any furniture needs for the Council for FY23, but I budgeted a small amount in case. |
| Materials & Supplies | 450.00 | 338.60 | 125.00 | Last year we had a hire expense due to materials and meals/snacks purchased for Administrator Interview Panelist's. Typically, we do not spend more than \$125. |
| Total MATERIALS & SUPPLIES | 1,050.00 | 908.58 | 275.00 | |

| | | | | |
|--|------------------|------------------|------------------|---|
| MISCELLANEOUS EXPENSES | | | | |
| Donations | 2,800.00 | 2,150.00 | 2,500.00 | Annual donation to VOC TEC in the amount of \$1500 for FY23 budget and future + \$1000 TB Athletics Dept. |
| Total MISCELLANEOUS EXPENSES | 2,800.00 | 2,150.00 | 2,500.00 | |
| OPERATING EXPENSES | | | | |
| Internet Expense | 280.00 | 280.00 | 0.00 | |
| Postage and Freight | 125.00 | 88.80 | 50.00 | Freight was for shipping TV and Stand. I do not foresee needing much for freight for FY23. |
| Telephone, Telecommunications | 457.75 | 357.75 | 477.00 | Expense for Webex public meeting participation by web/telephone continued. |
| Total OPERATING EXPENSES | 862.75 | 726.55 | 527.00 | |
| PAYROLL EXPENSES | | | | |
| Payroll Taxes | 1,498.99 | 1,216.04 | 986.10 | |
| PAYROLL EXPENSES - Other | 17,000.00 | 14,009.51 | 22,800.00 | Originally budgeted \$20,400, but that did not account for One councilmember has always waived stipend, but that seat is up for re-election this year....Currently there are three (3) councilmembers that waive their stipends and have requested that those be redirected to EMS. |
| Total PAYROLL EXPENSES | 18,498.99 | 15,225.55 | 23,786.10 | |
| TRAVEL & TRAINING | | | | |
| Mileage Reimbursement | 50.00 | 13.08 | 0.00 | New Administrative vehicle (for Admin and Council) so there will be no need for reimbursing for fuel. |
| Training | 0.00 | 0.00 | 600.00 | Newly Elected Official Training Perdiem Costs. This is done online now using Zoom, however there are costs associated for registering for the class and receiving materials. |
| Total TRAVEL & TRAINING | 50.00 | 13.08 | 600.00 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Purchase | 6,000.00 | 5,978.61 | 200.00 | Last year we purchased recording and meeting equipment for continued online meeting participation, but I do not foresee this as a continued expense. |
| Total VEHICLE & EQUIPMENT EXPENSE | 6,000.00 | 5,978.61 | 200.00 | |
| Total Expense | 34,011.74 | 29,237.24 | 32,297.22 | |

| | | | | |
|------------------------------------|----|------------|------------|------------|
| Net Income | | -33,561.74 | -29,010.74 | -31,647.22 |
| Subsidized Income from Gen Account | | | | 31,647.22 |
| Total Operating Budget | | | | 0.00 |
| Subsidized Income | \$ | 31,647.22 | | |
| Local Revenue | \$ | - | | |
| State Revenues | \$ | 600.00 | | |

EMS

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|--|--------------------|---------------------------|----------------------|---|
| SUBSIDIZED INCOME | \$ 2,336.95 | | \$ 6,498.05 | |
| STATE REVENUES | | | | |
| Community Aide Assistance | 20,000.00 | 20,000.00 | 20,000.00 | This amount depends on the total award for CAA from the State. We don't know this amount yet. |
| Total STATE REVENUES | 20,000.00 | 20,000.00 | 20,000.00 | |
| FEES & PERMITS INCOME | | | | |
| EMS Fees | 0.00 | 0.00 | 0.00 | |
| Total FEES & PERMITS INCOME | 0.00 | 0.00 | 0.00 | |
| MISCELLANEOUS INCOME | | | | |
| Derby Donation Income | 500.00 | 0.00 | 500.00 | |
| Donation Income | 1,000.00 | 12.95 | 1,000.00 | With a more active squad, there is likely to be more donations |
| Total MISCELLANEOUS INCOME | 1,500.00 | 12.95 | 1,500.00 | |
| Total Income | 21,500.00 | 20,012.95 | 21,500.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|---|-----------------|---------------------------|----------------------|--|
| CONTRACT SERVICES | | | | |
| Contract Labor | 0.00 | 0.00 | 0.00 | ARPA Grant |
| Total CONTRACT SERVICES | 0.00 | 0.00 | 0.00 | |
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Fees Permits & Licensing Exp | 315.84 | 236.88 | 0.00 | EMS Coordinator Email - Not being done as Employee this year, so we can save this fee. |
| Total FEES/PERMITS/LICENSE EXPENSE | 450.00 | 236.88 | 0.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 3,056.00 | 3,056.00 | 3,056.00 | |
| Total INSURANCE EXPENSE | 2,750.00 | 3,056.00 | 3,056.00 | |
| MATERIALS & SUPPLIES | | | | |
| Materials & Supplies | 2,500.00 | 2,080.59 | 1,000.00 | We have the ARPA grant that will purchase materials this fiscal year |

| | | | | |
|---|--------------------|------------------|------------------|--|
| Total MATERIALS & SUPPLIES | 2,500.00 | 2,080.59 | 1,000.00 | |
| OPERATING EXPENSES | | | | |
| Bldg. Grnds. Maint & Repair | 150.00 | 91.00 | 125.00 | |
| Electricity | 900.00 | 863.97 | 925.00 | |
| Heating Fuel | 450.00 | 416.20 | 500.00 | |
| Internet | 720.00 | 540.00 | 0.00 | Do we want to put internet in at the Fire Hall? This was the internet expense from Seaport when Cindy was the coordinator. We could also use ARPA Funds for internet at the fire hall also. |
| Telephone, Telecommunications | 1,250.00 | 936.32 | 1,250.00 | This is split between EMS & Fire |
| Total OPERATING EXPENSES | 3,470.00 | 2,847.49 | 2,800.00 | |
| PAYROLL EXPENSES | | | | |
| Payroll Taxes | 1,236.95 | 1,030.21 | 1,012.05 | This includes payment of Dispatchers \$18,200 annually. We do hope to pay for responders to be on the schedule at \$36k per year, but we don't have the funds for that right now. |
| Worker's Compensation | 570.00 | 570.00 | 130.00 | |
| PAYROLL EXPENSES - Other | 13,966.67 | 11,925.00 | 18,200.00 | |
| Total PAYROLL EXPENSES | 15,773.62 | 13,525.21 | 19,342.05 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 500.00 | 315.04 | 500.00 | |
| Equipment Purchase | 1,500.00 | 725.25 | 0.00 | We have the ARPA grant that will purchase equipment this fiscal year. |
| Vehicle Fuel | 800.00 | 655.99 | 800.00 | Credit on file for EMS Fuel at the Port. |
| Vehicle Repairs and Maintenance | 750.00 | 518.75 | 500.00 | Ambulance maintenance needs? |
| Total VEHICLE & EQUIPMENT EXPENSES | 6,800.00 | 2,215.03 | 1,800.00 | |
| Total Expense | 27,536.95 | 23,961.20 | 27,998.05 | |
| Net Income | -6,036.95 | -3,948.25 | -6,498.05 | |
| Subsidized Income from Gen Account | | | 6,498.05 | |
| Total Operating Budget | | | 0.00 | |
| Subsidized Income | \$ 6,498.05 | | | |
| Local Revenue | \$ 1,500.00 | | | |
| State Revenues | \$ 20,000.00 | | | |

Fire

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|--|------------------|---------------------------|----------------------|----------|
| Subsidized Income Gen Account | 1,779.75 | 0.00 | 1,779.75 | |
| FINES & PENALTIES | | | | |
| Citations | 0.00 | 0.00 | 0.00 | |
| Total FINES & PENALTIES | 0.00 | 0.00 | 0.00 | |
| FEES & PERMITS INCOME | | | | |
| Fees & Permits | 0.00 | 0.00 | 0.00 | |
| Total FEES & PERMITS INCOME | 0.00 | 0.00 | 0.00 | |
| MISCELLANEOUS INCOME | | | | |
| Misc. Income | 0.00 | 0.00 | 0.00 | |
| Donation Income | 0.00 | 0.00 | 0.00 | |
| Total MISCELLANEOUS INCOME | 0.00 | 0.00 | 0.00 | |
| SALES | | | | |
| Surplus Property | 0.00 | 0.00 | 0.00 | |
| Total SALES | 0.00 | 0.00 | 0.00 | |
| STATE REVENUES | | | | |
| Community Aide Assistance | 10,000.00 | 10,000.00 | 15,000.00 | |
| Total STATE REVENUES | 10,000.00 | 10,000.00 | 15,000.00 | |
| Total Income | 10,000.00 | 10,000.00 | 15,000.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|-------------------------------------|-----------------|---------------------------|----------------------|--------------------------------------|
| CONTRACT SERVICES | | | | |
| Contract Labor | 0.00 | 0.00 | 0.00 | |
| Total CONTRACT SERVICES | 0.00 | 0.00 | 0.00 | |
| FEES/PERMITS/LICENSING EXP | | | | |
| Dues & Subscriptions | 30.00 | 30.00 | 30.00 | |
| Total FEES/PERMITS/LICENSING | 30.00 | 30.00 | 30.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 3,519.00 | 3,519.00 | 4,366.00 | Fire equipment and building coverage |
| Total INSURANCE EXPENSE | 3,519.00 | 3,519.00 | 4,366.00 | |

| MATERIALS & SUPPLIES | | | | |
|------------------------------------|---------------|-----------|-----------|--|
| Materials & Supplies | 0.00 | 0.00 | 750.00 | Matt received a grant for the Fire Dept, but not sure what it is specified for or what his needs are for FY23 |
| Total MATERIALS & SUPPLIES | 0.00 | 0.00 | 750.00 | |
| OPERATING EXPENSES | | | | |
| Building Grounds Maint. Repair | 225.00 | 91.00 | 2,500.00 | |
| Electricity | 2,000.00 | 1,544.96 | 2,000.00 | |
| Heating Fuel | 500.00 | 416.20 | 600.00 | |
| Telephone, Telecommunications | 1,275.00 | 1,154.67 | 1,275.00 | |
| Total OPERATING EXPENSES | 4,000.00 | 3,206.83 | 6,375.00 | |
| PAYROLL EXPENSES | | | | |
| Payroll Taxes | 0.00 | 0.00 | 25.95 | |
| Worker's Compensation | 1,087.16 | 1,087.16 | 1,677.00 | |
| PAYROLL EXPENSES - Other | 0.00 | 0.00 | 150.00 | |
| Total PAYROLL EXPENSES | 1,087.16 | 1,087.16 | 1,852.95 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 750.00 | 0.00 | 50.00 | |
| Equipment Purchase | 0.00 | 0.00 | 0.00 | We have the EMS/FIRE Occupancy Tax Funds that were used last year to purchase 10k of Fire Equipment. Matt also recently received a grant for more equipment this year. I don't know what the needs would be for FY23 |
| Vehicle Fuel | 100.00 | 0.00 | 100.00 | |
| Vehicle Repairs and Maintenance | 250.00 | 5.98 | 0.00 | ARPA Grant Funds to outfit. |
| Total VEHICLE & EQUIPMENT EXPENSES | 1,100.00 | 5.98 | 150.00 | |
| Total Expense | 9,736.16 | 7,848.97 | 13,523.95 | |
| Net Income | 263.84 | 2,151.03 | 1,476.05 | |
| Subsidized Income from Gen Account | | -1,476.05 | | |
| Total Operating Budget | | 0.00 | | |
| Subsidized Income | \$ (1,476.05) | | | |
| Local Revenue | \$ - | | | |
| State Revenues | \$ 15,000.00 | | | |

Law Enforcement

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|------------------------------------|---------------------|---------------------------|----------------------|---|
| SUPPLEMENTAL INCOME | \$ 11,828.20 | | \$ 9,145.20 | |
| FINES & PENALTIES | | | | |
| Citations | 500.00 | 0.00 | 500.00 | Start enforcing municipal ordinances and citing City code vs. State code. We really need this income to help offset expenses in this department |
| Total FINES & PENALTIES | 500.00 | 0.00 | 500.00 | |
| MISCELLANEOUS INCOME | | | | |
| Misc. Income | 0.00 | 0.00 | 0.00 | |
| Total MISCELLANEOUS INCOME | 0.00 | 0.00 | 0.00 | |
| STATE REVENUES | | | | |
| Community Aide Assistance | 20,000.00 | 20,000.00 | 20,000.00 | |
| Total STATE REVENUES | 20,000.00 | 20,000.00 | 20,000.00 | |
| SURPLUS REVENUES | | | | |
| Surplus Sales | 1,000.00 | 1,000.00 | 4,000.00 | Sale of impounded/abandoned vehicles |
| Total TAX INCOME | 1,000.00 | 1,000.00 | 4,000.00 | |
| Total Income | 21,500.00 | 21,000.00 | 24,500.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|---------------------------------------|-----------------|---------------------------|----------------------|---|
| CONTRACT SERVICES | | | | |
| Impound Expenses | 1,250.00 | 925.00 | 1,500.00 | Costs for impounding vehicles behind VPSO office. |
| Total CONTRACT SERVICES | 1,250.00 | 925.00 | 1,500.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 426.00 | 426.00 | 692.00 | |
| Total INSURANCE EXPENSE | 426.00 | 426.00 | 692.00 | |
| MATERIALS & SUPPLIES | | | | |
| Materials & Supplies | 150.00 | 37.89 | 150.00 | |
| Total MATERIALS & SUPPLIES | 150.00 | 37.89 | 150.00 | |
| OPERATING EXPENSES | | | | |
| Bldg/Grnd Maint Repair | 500.00 | 75.00 | 200.00 | |
| Electricity | 1,000.00 | 866.87 | 1,000.00 | |
| Heating Fuel | 1,000.00 | 575.62 | 750.00 | |
| Postage and Freight | 75.00 | 7.00 | 50.00 | |

| | | | | |
|---|---------------------|------------------|-------------------|---------------------------------------|
| Telephone, Telecommunications | 2,000.00 | 1,868.76 | 2,000.00 | |
| Total OPERATING EXPENSES | 4,575.00 | 3,393.25 | 4,000.00 | |
| PAYROLL EXPENSES | | | | |
| Payroll Taxes | 1,139.85 | 1,106.45 | 1,453.20 | |
| PAYROLL EXPENSES - Other | 15,300.00 | 12,733.00 | 16,800.00 | 2 VPSO's with \$700 housing stipends. |
| Total PAYROLL EXPENSES | 16,439.85 | 13,839.45 | 18,253.20 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 250.00 | 67.40 | 250.00 | |
| Vehicle Fuel | 8,500.00 | 6,459.40 | 10,000.00 | 2 VPSO rigs & increased fuel costs |
| Vehicle Maintenance & Repairs | 750.00 | 471.77 | 750.00 | |
| Total VEHICLE & EQUIPMENT EXPENSES | 9,500.00 | 6,998.57 | 11,000.00 | |
| Total Expense | 32,340.85 | 25,620.16 | 35,595.20 | |
| Net Income | -10,840.85 | -4,620.16 | -11,095.20 | |
| Subsidized Income from Gen Account | | | 11,095.20 | |
| Total Operating Budget | | | 0.00 | |
| Supplemental Income | \$ 11,095.20 | | | |
| Local Revenue | \$ 4,500.00 | | | |
| State Revenues | \$ 20,000.00 | | | |

Library

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|--|---------------------|------------------------------|-------------------------|--|
| SUBSIDIZED INCOME | \$ 14,074.90 | | \$ 4,983.90 | |
| SALES | | | | |
| Surplus Property | 0.00 | 0.00 | 0.00 | |
| Total SALES | 0.00 | 0.00 | 0.00 | |
| STATE REVENUES | | | | |
| Community Aide Assistance | 5,500.00 | 5,500.00 | 5,000.00 | |
| Total STATE REVENUES | 5,500.00 | 5,500.00 | 5,000.00 | |
| FEES & PERMITS INCOME | | | | |
| Fees & Permits | 0.00 | 0.00 | 0.00 | |
| Total FEES & PERMITS INCOME | 0.00 | 0.00 | 0.00 | |
| MISCELLANEOUS INCOME | | | | |
| Copier/Fax | 20.00 | 61.00 | 125.00 | Should see an increase in revenues this upcoming year with our NEW LIBRARY (Exciting). |
| Donation Income | 0.00 | 94.00 | 150.00 | |
| Misc. Income | 25.00 | 0.00 | 25.00 | |
| Total MISCELLANEOUS INCOME | 45.00 | 155.00 | 300.00 | |
| Total Income | 5,545.00 | 5,655.00 | 5,300.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|---|-----------------|------------------------------|-------------------------|--|
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Advertising and Promotion | 0.00 | 0.00 | 0.00 | |
| Dues and Subscriptions | 0.00 | 0.00 | 0.00 | |
| Total FEES / PERMITS / LICENSE EXPENSE | 0.00 | 0.00 | 0.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 1,159.23 | 1,159.23 | 1,849.00 | New Library Building Insurance |
| Total INSURANCE EXPENSE | 1,159.23 | 1,159.23 | 1,849.00 | |
| MATERIALS & SUPPLIES | | | | |
| Computer/Software | 500.00 | 193.79 | 200.00 | |
| Furniture & Equipment | 500.00 | 0.00 | 250.00 | Last year we budgeted extra in case we had a need for furniture and equipment with the new library building. I am not sure what the current needs are. |
| Materials & Supplies | 1,250.00 | 1,086.79 | 1,250.00 | |

| | | | | |
|---|--------------------|------------------|------------------|---|
| Total MATERIALS & SUPPLIES | 2,250.00 | 1,280.58 | 1,700.00 | |
| MISCELLANEOUS EXPENSES | | | | |
| Other Misc. Expenses | 150.00 | 0.00 | 100.00 | |
| Total MISCELLANEOUS EXPENSES | 150.00 | 0.00 | 100.00 | |
| OPERATING EXPENSES | | | | |
| Bldg/Grnd Maint Repair | 2,500.00 | 2,344.99 | 500.00 | New Library, Maintenance and Repair needs. |
| Electricity | 1,350.00 | 1,431.18 | 2,600.00 | New library has electric heat. Jan-March rate was around \$250 and April - May averages \$150. |
| Heating Fuel | 900.00 | 129.99 | 0.00 | New heating system so we should have less fuel costs, if any. |
| Internet Use | 500.00 | 0.00 | 0.00 | OWL Grant has paid for internet @ 80%. The Friends of the Library pay a portion of the bill & PLAG pays for the remaining. |
| Postage and Freight | 225.00 | 21.06 | 100.00 | ILL expenses |
| Telephone, Telecommunications | 700.00 | 420.33 | 360.00 | New Voice over Internet Phone at \$30 per month |
| Total OPERATING EXPENSES | 1,425.00 | 4,347.55 | 3,560.00 | |
| PAYROLL EXPENSES | | | | |
| Payroll Taxes | 224.90 | 217.29 | 224.90 | |
| PAYROLL EXPENSES - Other | 2,600.00 | 2,500.00 | 2,600.00 | We pay \$100 bi-weekly to Library Director. |
| Total PAYROLL EXPENSES | 2,824.90 | 2,717.29 | 2,824.90 | |
| TRAVEL & TRAINING | | | | |
| Training | 0.00 | 0.00 | 0.00 | |
| Travel | 0.00 | 0.00 | 0.00 | Not sure of the needs the Library Director will have. Most training is done online. There still may be costs for training online. |
| Total TRAVEL & TRAINING | 0.00 | 0.00 | 0.00 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 200.00 | 0.00 | 75.00 | |
| Equipment Purchase | 250.00 | 0.00 | 250.00 | |
| Total VEHICLE & EQUIPMENT EXPENSES | 450.00 | 0.00 | 250.00 | |
| Total Expense | 11,950.45 | 9,504.65 | 10,358.90 | |
| Net Income | -6,405.45 | -3,849.65 | -5,058.90 | |
| Subsidized Income from Gen Account | | | 5,058.90 | |
| Total Operating Budget | | | 0.00 | |
| Subsidized Income | \$ 5,058.90 | | | |
| Local Revenue | \$ 300.00 | | | |
| State Revenues | \$ 5,000.00 | | | |

Parks & Recreation:



FY23 Recommendations:

- Let RFP to demolish the Bay Chalet and develop re-purposing plan for site. Replace retaining wall and fence at the Pearl Nelson Community Park.
- New playground equipment needed for Pearl Nelson Community Park.
- New lighting needed for basketball court.
- Develop the boat ramp area into park per the 2016 Waterfront Master Plan.
- Identify ideal properties for developing a fenced dog park.
- Purchase new ATV (\$8,000).
- Purchase new dump bed trailer (\$15,000).

Department Projects:

- Repairs/improvements on the Healthy Heart Trail.
- Concept design and cost estimate for PNCP refurbishment/upgrade.
- Develop plan for retaining wall and fence replacement at PNCP.
- Drainage improvements to the ball field (shared project with SISD).
- Brush, clean and expand boat launch park area.
- Assist with the construction of the Claw Trail.

OVERVIEW:

The Parks and Recreation Department currently does not have its own source of revenue generation and thus it is reliant on subsidies from other City sources of revenue. The Department is staffed with one FTE position who is the Department Head and is responsible for all of the functions and operations of the Department. One of the functions of the Department is to provide for recreational planning and coordination of City events. Although this Department is not an Enterprise and does not collect rates or fees it is imperative to the City Administration to keep our parks, grounds, green spaces, and buildings maintained and in good condition and thus it is worth the investment. The work of this Department is some of the most visible of all City works and contributes to overall health and wellbeing of the Community. In the months and years ahead, we will be looking to find other sources of revenue to help support the operations of the Parks and Recreation Department.

Grant / Funding Opportunities:

- USDA-Farmer's market Promotion Program.
- Alaska DNR-Land and Water Conservation Fund.
- Denali Commission.
- AKDOT&PF Alaska Scenic Byways Program.
- AKDOT&PF Safe Routes to School Program.
- Rural CAP.

Parks & Recreation

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|--|---------------------|---------------------------|----------------------|--|
| SUBSIDIZED INCOME | \$ 14,136.13 | | \$ 54,799.93 | |
| INTEREST & INVESTMENT INCOME | | | | |
| Interest Income | 75.00 | \$ 46.33 | \$ - | Interest was on the 1% Sales Tax Comm Dev. Savings Account, which is now tracked as its own class. |
| Total INTEREST & INVESTMENT INCOM | 75.00 | 46.33 | 0.00 | |
| MISCELLANEOUS INCOME | | | | |
| Misc. Income | 0.00 | 50.00 | 50.00 | |
| Total MISCELLANEOUS INCOME | 0.00 | 50.00 | 50.00 | |
| SALES | | | | |
| Surplus Property | 0.00 | 0.00 | 0.00 | This would be if we surplus ATV, park equipment, maintenance equipment like a weed eater, etc. |
| Total SALES | 0.00 | 0.00 | 0.00 | |
| STATE REVENUES | | | | |
| Community Aide Assistance | 15,000.00 | 15,000.00 | 15,000.00 | |
| Total STATE REVENUES | 15,000.00 | 15,000.00 | 15,000.00 | |
| Total Income | 15,075.00 | 15,096.33 | 15,050.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|---|-----------------|---------------------------|----------------------|--|
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Fees Permits & Licensing Exp | 200.00 | 191.88 | 200.00 | Email subscription annual expense. |
| Total FEES/PERMITS/LICENSE EXPENSE | 200.00 | 191.88 | 200.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 1,293.00 | 1,293.00 | 60.00 | Removed the Bay Chalet from insurance which saved over \$1k |
| Total INSURANCE EXPENSE | 1,293.00 | 1,293.00 | 60.00 | |
| MATERIALS & SUPPLIES | | | | |
| Materials & Supplies | 2,000.00 | 1,176.28 | 1,000.00 | Large Tarps, Wood for planter boxes and Healthy Heart Trail Repairs. |
| Total MATERIALS & SUPPLIES | 2,000.00 | 1,176.28 | 1,000.00 | |

| | | | | | |
|--|-------------------|-------------------|-------------------|--|---|
| OPERATING EXPENSES | | | | | |
| Bldg/Grnd Maint Repair | 750.00 | 212.89 | 1,500.00 | | Grounds are ball field, bball court, park, etc. |
| Electricity | 1,100.00 | 1,013.87 | 1,200.00 | | |
| Postage and Freight | 75.00 | 30.23 | 350.00 | | Will depend on the various materials needed. |
| Total OPERATING EXPENSES | 1,925.00 | 1,256.99 | 3,050.00 | | |
| PAYROLL EXPENSES | | | | | |
| Life Insurance | 93.67 | 83.81 | 122.72 | | |
| Payroll Taxes | 1,350.38 | 1,249.61 | 1,154.78 | | |
| PERS | 3,762.71 | 2,985.85 | 10,369.43 | | |
| Worker's Compensation | 2,199.03 | 2,199.03 | 3,547.00 | | AML WORK/COMP EST \$3,547. |
| PAYROLL EXPENSES - Other | 37,632.05 | 33,237.65 | 46,696.00 | | |
| Total PAYROLL EXPENSES | 45,037.84 | 39,755.95 | 61,889.93 | | |
| TRAVEL & TRAINING | | | | | |
| Mileage Reimbursement | 76.30 | 76.30 | 0.00 | | Each dept has their own vehicle. We discourage using personal vehicles for city business, so this should be zero. |
| Total OPERATING EXPENSES | 76.30 | 76.30 | 0.00 | | |
| VEHICLE & EQUIPMENT EXPENSES | | | | | |
| Equipment Maint & Repair | 500.00 | 287.87 | 750.00 | | |
| Equipment Purchase | 1,500.00 | 1,239.86 | 1,000.00 | | |
| Equipment Rental Expense | 1,000.00 | 900.00 | 1,000.00 | | |
| Vehicle Fuel | 700.00 | 359.91 | 700.00 | | |
| Vehicle Repairs and Maintenance | 250.00 | 0.00 | 200.00 | | |
| Total VEHICLE & EQUIPMENT EXPENSE | 3,950.00 | 2,787.64 | 3,650.00 | | |
| Total Expense | 54,482.14 | 46,538.04 | 69,849.93 | | |
| Net Income | -39,317.14 | -31,441.71 | -54,799.93 | | |
| Subsidized Income from Gen Account | | | 54,799.93 | | |
| Total Operating Budget | | | 0.00 | | |
| Subsidized Income | \$ | 54,799.93 | | | |
| Local Revenue | \$ | 50.00 | | | |
| State Revenues | \$ | 15,000.00 | | | |

Planning & Zoning

| Income | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|--|--------------------|---------------------------|----------------------|------------------------------|
| SUBSIDIZED INCOME | \$ (400.00) | | \$ (400.00) | |
| STATE REVENUES | | | | |
| Community Aide Assistance | 1,500.00 | 1,500.00 | 1,000.00 | |
| Total STATE REVENUES | 1,500.00 | 1,500.00 | 1,000.00 | |
| FINES & PENALTIES | | | | |
| Citations | 100.00 | 0.00 | 100.00 | Fines for zoning violations. |
| Total FINES & PENALTIES | 100.00 | 0.00 | 100.00 | |
| FEES & PERMITS INCOME | | | | |
| Zoning Application Fees | 250.00 | 150.00 | 300.00 | |
| Total FEES & PERMITS INCOME | 250.00 | 150.00 | 300.00 | |
| SALES TAX | 12.00 | 3.00 | 0.00 | |
| Total Income | 1,862.00 | 1,653.00 | 1,400.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|---|-------------|---------------------------|----------------------|---|
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Advertising and Promotion | 0.00 | 0.00 | 0.00 | |
| Total FEES / PERMITS / LICENSE EXPENSE | 0.00 | 0.00 | 0.00 | |
| MATERIALS & SUPPLIES | | | | |
| Materials & Supplies | 0.00 | 0.00 | 50.00 | Envelopes, notepads or other misc. exp. |
| Total MATERIALS & SUPPLIES | 0.00 | 0.00 | 50.00 | |
| OPERATING EXPENSES | | | | |
| Postage and Freight | 0.00 | 0.00 | 75.00 | Postage expenses for mailing notices of Zoning Permits or other changes to all effected property owners. Variances, Conditional Use Permits, Notice of Intent, Zoning Amendments, etc., are all examples of what we would send out notices for. |
| Total OPERATING EXPENSES | 0.00 | 0.00 | 75.00 | |
| PAYROLL EXPENSES | | | | |
| Payroll Taxes | 0.00 | 0.00 | 137.70 | Planning Commission meets when there is planning business such as Conditional Use permit or Variance applications. Code allows for the PZ members to get paid for one meeting at month at |
| Worker's Compensation | 0.00 | 0.00 | 0.00 | |
| PAYROLL EXPENSES - Other | 0.00 | 0.00 | 900.00 | |
| Total PAYROLL EXPENSES | 0.00 | 0.00 | 1,037.70 | |

| | | | |
|---|----------------|-----------------|--|
| | | | \$25 per meeting. I am estimating that they will meet 6 times for FY23 |
| Total Expense | 0.00 | 0.00 | 1,162.70 |
| Net Income | 1862.00 | 1,653.00 | 237.30 |
| Subsidized Income from Gen Account | | | -237.30 |
| Total Operating Budget | | | 0.00 |
| Subsidized Income | \$ | (237.30) | |
| Local Revenue | \$ | 400.00 | |
| State Revenues | \$ | 1,000.00 | |

RV Park

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|---|--------------------|---------------------------|----------------------|---|
| SUBSIDIZED INCOME | \$ 8,800.00 | | | |
| MISCELLANEOUS INCOME | | | | |
| Misc. Income | 0.00 | 0.00 | 0.00 | |
| Total MISCELLANEOUS INCOME | 0.00 | 0.00 | 0.00 | |
| RENTALS & LEASE INCOME | | | | |
| RV Park Fees | 19,879.97 | 17,816.64 | 18,720.00 | Down by 1 tenant, but this may change shortly. We could get more revenue of #1) Move Kim Straights trailer so it doesn't take up two spaces. #2) Repair electric pedestals. |
| Total RENTALS & LEASE INCOME | 19,879.97 | 17,816.64 | 18,720.00 | |
| STATE REVENUES | | | | |
| Community Aide Assistance | 198.14 | 198.14 | 0.00 | |
| Total STATE REVENUES | 198.14 | 198.14 | 0.00 | |
| TAX INCOME | | | | |
| Sales Tax | 950.00 | 889.00 | 1,123.20 | |
| Total TAX INCOME | 950.00 | 889.00 | 1,123.20 | |
| Total Income | 21,028.11 | 18,903.78 | 19,843.20 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|---|---------------|---------------------------|----------------------|--|
| CONTRACT SERVICES | | | | |
| Contract Labor | 0.00 | 0.00 | 0.00 | Electrical pedestal replacements REQUIRED-Should seek grant funding. We may be able to use Comm Dev Funds if needed. |
| Total CONTRACT SERVICES | 0.00 | 0.00 | 0.00 | |
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Dues and Subscriptions | 75.00 | 75.00 | 75.00 | Propane tank rental fee |
| Total FEES / PERMITS / LICENSE EXPENSE | 75.00 | 75.00 | 75.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 150.00 | 150.00 | 150.00 | Trailer insurance |
| Total INSURANCE EXPENSE | 150.00 | 150.00 | 150.00 | |

| | | | | |
|---|------------------|---|------------------|---|
| OPERATING EXPENSES | | | | |
| Bldg/Grnd Maint Repair | 250.00 | 167.50 | 250.00 | |
| Electricity | 1,150.00 | 953.53 | 1,250.00 | Transient Electricity |
| Internet Expense | 0.00 | 140.00 | 840.00 | Available to transients |
| Postage and Freight | 75.00 | 0.00 | 75.00 | |
| Total OPERATING EXPENSES | 1,475.00 | 1,261.03 | 2,415.00 | |
| REPAIR AND REPLACEMENT FUND | | | | |
| RV Repair and Replacement Fund | 0.00 | 0.00 | 17,203.20 | RV Park is an enterprise account since it generates revenue from service provided. This replacement fund will be used for long-term repairs to the RV grounds such as electrical upgrades, etc. |
| Total REPAIR & REPLACEMENT | 0.00 | 0.00 | 17,203.20 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Purchase | 0.00 | 0.00 | 0.00 | |
| Equipment Maint & Repair | 0.00 | 0.00 | 0.00 | |
| Total VEHICLE & EQUIPMENT EXPENSES | 0.00 | 0.00 | 0.00 | |
| Total Expense | 1,700.00 | 1,486.03 | 19,843.20 | |
| Net Income | 19,328.11 | 17,417.75 | 0.00 | |
| Subsidized Revenue for creating a balanced budget: | | | 0.00 | |
| Total Operating Budget | | | 0.00 | |
| Subsidized Income | \$ - | RV Park Repair & Replacement Acct Creation - We will be placing all net income from this department into its own savings account to help pay for future repairs and upgrades needed. | | |
| Local Revenue | \$ 19,843.20 | RV PARK Repair and Replacement: Balance: | | |
| State Revenues | \$ - | FY22 Revenue Deposit | 17,203.20 | |

Harbor:



FY23 Recommendations:

- Evaluate rental rates and policies to see if adjustments are needed. Seek opportunities to acquire a more suitable boat for the Harbormaster.
- Upgrade security cameras to have more useful views of the Harbors.
- Evaluate additional lights and power to float plane dock.
- Continue to address parking issues at Harbor to find improvements.
- Evaluate City Code for Harbor Parking updates as may be needed.
- Seek funding opportunities for South Harbor boat ramp improvements.
- Update Harbor firefighting equipment and procedures.
- Seek funding for planning/design of SISD site recently acquired for commercial development opportunities or other best uses.

Department Projects:

- No major project planned for 2023.
- Minor projects include:
 - repairs and maintenance of both harbors,
 - cleaning and organizing Harbor office and storage & working areas,
 - replacing aging dock elements,
 - improving signing for both docks and parking areas,
 - addressing parking violations more assertively,
 - working on Harbormaster boat to seal leaking hull,
 - install soda and snack machines.

OVERVIEW:

The Harbor Department is doing well overall. The new Harbormaster, Simon Doyle is learning and growing in his position and knowledge of Thorne Bay's harbor management skills and abilities. In 2022 this Enterprise Department brought in more revenue than it expended when capital reserves are factored into the budget. It is expected that 2023 will see both the North and South Harbor's at or very near capacity with revenues again outpacing expenditures. The addition of the USFS Bunkhouse Barge to the North Harbor will bring additional live-a-board revenues not realized in 2022 and should help to offset some of the increase in expenditures for 2023. There are no major vehicle or equipment purchases and no capital projects planned for the Department within the 2023 budget year. Rates appear to be appropriate for this year but some minor adjustments to policies/procedures/codes may be recommended to improve management efficiency.

Grant / Funding Opportunities:

- AKDOT&PF FY24 Harbor Grant
- Seek Planning Grant for Boat Pullout Yard development.

Harbor

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|---|-------------------|---------------------------|----------------------|---|
| | | | | |
| Subsidized Income | 1,871.60 | | 19,371.04 | This number is auto calculated based on the total net income. |
| ENTERPRISE ACCTS | | | | |
| | | | | |
| South Harbor Fees | 27,000.00 | 24,572.84 | 26,000.00 | |
| Total South Harbor Fees | 27,000.00 | 24,572.84 | 26,000.00 | |
| | | | | |
| Grid Fees | 0.00 | 0.00 | 100.00 | |
| North Harbor Fees | 65,000.00 | 59,349.39 | 65,000.00 | Annual slip renewals come in May and June - I am confident we will meet this revenue. We also have the USFS Barge coming in that will be additional revenues. |
| Harbor Showers | 2,500.00 | 2,323.10 | 2,750.00 | |
| Landing Fees | 600.00 | 360.00 | 550.00 | |
| Live-aboard Fees | 10,000.00 | 7,515.28 | 13,000.00 | USFS Barge Live-aboard fees |
| Total Harbor Fees | 78,100.00 | 69,547.77 | 81,400.00 | |
| Total ENTERPRISE ACCTS | 105,100.00 | 94,120.61 | 107,400.00 | |
| FINES & PENALTIES | | | | |
| Citations | 1,200.00 | 918.00 | 1,200.00 | Parking citations, other harbor violations |
| Parking Violation Fines | 250.00 | 2,620.00 | 400.00 | |
| Total FINES & PENALTIES | 1,450.00 | 3,538.00 | 1,600.00 | |
| INTEREST & INVESTMENT INCOME | | | | |
| Interest Income | 50.00 | 37.11 | 50.00 | |
| Total INTEREST & INVESTMENT INCOME | 50.00 | 37.11 | 50.00 | |
| MISCELLANEOUS INCOME | | | | |
| Misc. Income | 200.00 | 100.00 | 400.00 | Soda machine will be installed & other Misc. donations or other revenue sources |
| Total MISCELLANEOUS INCOME | 200.00 | 100.00 | 400.00 | |
| SERVICE CHARGES | | | | |
| Reconnection Fee - Live-a-board | 100.00 | 30.00 | 60.00 | |
| Services Availability | 950.00 | 798.16 | 1,000.00 | |

| | | | | |
|------------------------------|-------------------|-------------------|-------------------|--|
| Total SERVICE CHARGES | 1,050.00 | 828.16 | 1,060.00 | |
| STATE REVENUES | | | | |
| Fishery Tax Receipts | 1,934.81 | 1,934.81 | 1,250.00 | |
| Total STATE REVENUES | 1,934.81 | 1,934.81 | 1,250.00 | |
| TAX INCOME | | | | |
| Sales Tax | 4,000.00 | 3,734.38 | 4,500.00 | |
| Total TAX INCOME | 4,000.00 | 3,734.38 | 4,500.00 | |
| Total Income | 113,784.81 | 104,293.07 | 116,260.00 | |

| Expense | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|--|--------------------|----------------------------------|-----------------------------|---|
| BAD DEBT | | | | |
| Bad Debt - Collection Accts | 0.00 | 0.00 | 1,500.00 | |
| Total BAD DEBT | 0.00 | 0.00 | 1,500.00 | |
| CONTRACT SERVICES | | | | |
| Contract Labor | 0.00 | 0.00 | 0.00 | |
| Vehicle/Vessel Impoundment | 2,500.00 | 2,650.00 | 0.00 | |
| Total CONTRACT SERVICES | 2,500.00 | 2,650.00 | 0.00 | |
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Dues and Subscriptions | 23.98 | 23.98 | 25.00 | Internet Security Software |
| Fees Permits & Licensing Exp | 10.00 | 0.00 | 10.00 | Vehicle registration renewals every 2 years |
| Total FEES / PERMITS / LICENSES EXPENSE | 33.98 | 23.98 | 35.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 5,749.00 | 5,749.00 | 7,009.00 | |
| Total INSURANCE EXPENSE | 5,749.00 | 5,749.00 | 7,009.00 | |
| MATERIALS & SUPPLIES | | | | |
| Computer/Software | 1,668.05 | 1,668.05 | 0.00 | Purchased new computer in 2021 and Microsoft Office is paid under dues and subscriptions above. |
| Furniture & Equipment | 150.00 | 70.83 | 250.00 | Office chair & Shelving |
| Materials & Supplies | 3,000.00 | 3,341.45 | 2,500.00 | |
| Total MATERIALS & SUPPLIES | 4,818.05 | 5,080.33 | 2,750.00 | |
| MISCELLANEOUS EXPENSES | | | | |
| Other Misc. Expenses | 0.00 | 0.00 | 250.00 | Misc. expenses not covered in other line items. Example: Coffee |
| Total MISCELLANEOUS EXPENSES | 0.00 | 0.00 | 250.00 | |

| OPERATING EXPENSES | | | | |
|--|------------------|------------------|------------------|--|
| Bldg/Grnd Maint Repair | 500.00 | 135.50 | 2,500.00 | Building and Maintenance needs are Painting of interior showers/restrooms, repair/replacement of dock wood and connectors, replacement of some tread on northside walkway, replacement of nylon skids on skiff ramp |
| Electricity | 13,150.00 | 12,625.22 | 16,750.00 | I budgeted this using 15% increase estimation. |
| Internet Use | 881.80 | 961.65 | 1,000.00 | Current rate is \$79.95 per month |
| Postage and Freight | 200.00 | 132.55 | 250.00 | Vehicle freight-not originally planned when budgeted FY21 |
| Telephone, Telecommunications | 756.33 | 651.43 | 850.00 | Cell phone |
| Total OPERATING EXPENSES | 15,488.13 | 14,506.35 | 21,350.00 | |
| PAYROLL EXPENSES | | | | |
| H.S.A. Company | 5,100.00 | 4,800.01 | 7,300.00 | |
| Health Insurance | 12,653.10 | 11,293.65 | 14,451.55 | |
| Life Insurance | 90.00 | 88.74 | 122.72 | |
| Payroll Taxes | 2,297.15 | 2,207.55 | 1,192.02 | |
| PERS | 4,724.91 | 3,935.84 | 10,703.86 | |
| Worker's Compensation | 2,765.49 | 2,765.49 | 3,787.00 | |
| PAYROLL EXPENSES - Other | 45,357.70 | 41,361.97 | 48,653.89 | |
| Total PAYROLL EXPENSES | 72,988.35 | 66,453.25 | 86,211.04 | |
| REPAIR & REPLACEMENT ENTERPRISE | | | | |
| Harbor Replacement expense | 11,378.48 | 0.00 | 11,626.00 | This is 10% of the total revenues from the Harbor income. This is deposited into a savings account dedicated to Harbor Repair and Replacement. The balance of that fund right now is \$99,947.10 but will increase on June 30th when I deposit the 10% of revenues from this year. |
| Total REPAIR & REPLACEMENT ENTERPRISE | 11,378.48 | 0.00 | 11,626.00 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 750.00 | 430.32 | 750.00 | |
| Equipment Purchase | 750.00 | 359.97 | 750.00 | |
| Equipment Rental Expense | 250.00 | 0.00 | 250.00 | |
| Vehicle Fuel | 1,625.39 | 1,304.37 | 1,950.00 | Major increase in fuel costs...almost \$6 at the pump right now for unleaded. |
| Vehicle Repairs and Maintenance | 3,250.00 | 594.83 | 1,200.00 | Annual preventative maintenance and unforeseen issues....You could probably reduce this a bit; I don't know what it costs for routine Maint. |

| | | | | |
|---|-------------------|------------------|-------------------|--|
| Total VEHICLE & EQUIPMENT EXPENSES | 6,625.39 | 2,689.49 | 4,900.00 | |
| Total Expense | 119,581.38 | 97,152.40 | 135,631.04 | |
| Net Income | -5,796.57 | 7,140.67 | -19,371.04 | |
| Subsidized Income from Gen Account | | | 19,371.04 | |
| Total Operating Budget | | | 0.00 | |

| | |
|--------------------------|---------------------|
| Subsidized Income | \$ 19,371.04 |
| Local Revenue | \$ 116,260.00 |
| State Revenues | \$ - |

| | | | |
|---|--------------|---------------|--------------------|
| Harbor Repair & Replacement Fund | | | \$99,947.10 |
| Deposit's & Current Balance: | | | |
| FY22 Deposit | \$ 11,378.48 | \$ 111,325.59 | |
| 2021 Interest | \$ 37.11 | \$ 99,947.11 | |
| FY21 Deposit | \$ 9,791.97 | \$ 99,910.00 | |
| 2020 Interest | \$ 18.35 | \$ 90,118.03 | |
| FY20 Deposit | \$ 10,084.58 | \$ 90,099.68 | |

Deposit not made yet.

SOLID WASTE:



FY22 Recommendations:

- Survey property and develop updated maintenance & operation plan.
- Purchase new skid steer loader (\$30,000).
- Review rates and make recommendations for updates to rate structure.
- Improve surface water management and increase sampling activity.
- Develop new revenue generation opportunities through recycling programs.
- Analyze other methods of solid waste management versus bale and landfill.
- Repair baling building damages and leaks in roof.
- Clean and organize solid waste facility.

Department Projects:

- Cleaning and maintenance of conveyor, compactor, and entire baling system.
- Consolidate, package, and sell high value metals, shipping to Seattle.
- Upgrade and repair bailer building and water and sewer systems.
- Construct a vehicle impound yard with required fencing.
- Clean up and organize waste oil and hazardous materials areas.
- Clear and grub areas to create more storage space and mine cover material.
- Reorganize land use in preparation for opening of cell No. 2.

OVERVIEW:

The Solid Waste Department is an Enterprise that is not generating enough revenue to cover expenditures. Improvements must be made to increase efficiency of operations and minimize expenditures while also looking for opportunities to generate new sources of revenue. Outreach to other communities will continue in 2023 to increase the customer base and tipping fees.

A major update is needed to the operations and maintenance plan for the site to run more efficiently. Once these changes have been implemented, an updated operational analysis should be done to verify that the correct rate structure is in place for the long-term viability of the utility. 2023 may require higher than normal costs to accomplish a major reorganization of the Department that will pay off in future years and should result in a stabilization of rates to users.

The major purchase for the Department this year will be a new or slightly used skid steer type loader. There is also the need for a project employee and also contracted work to accomplish the site reorganization and cleanup plans.

Grant / Funding Opportunities:

- Alaska DEC/Village Safe Water
- Alaska DEC Municipal Grants and Loans Alaska DEC
- Municipal Matching Grants SWANA/SEASWA
- USDA Rural Development Grants and Loans

Solid Waste

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|---|-------------------|---------------------------|----------------------|--|
| Subsidized Income | 37,766.39 | 0.00 | 80,263.37 | |
| ENTERPRISE ACCTS | | | | |
| Solid Waste Fees | 140,000.00 | 122,595.20 | 175,000.00 | |
| Total ENTERPRISE ACCTS | 140,000.00 | 122,595.20 | 175,000.00 | |
| INTEREST & INVESTMENT INCOME | | | | |
| Interest Income | 20.00 | 7.93 | 12.00 | |
| Total INTEREST & INVESTMENT INCOME | 20.00 | 7.93 | 12.00 | |
| MISCELLANEOUS INCOME | | | | |
| Misc. Income | 150.00 | 0.00 | 200.00 | |
| Total MISCELLANEOUS INCOME | 150.00 | 0.00 | 200.00 | |
| SALES | | | | |
| Surplus Property | 250.00 | 317.00 | 10,000.00 | Surplus vehicles, high value metals, parts, etc. |
| Total SALES | 250.00 | 317.00 | 10,000.00 | |
| TAX INCOME | | | | |
| Sales Tax | 5,050.00 | 4,510.13 | 7,000.00 | |
| Total TAX INCOME | 5,050.00 | 4,510.13 | 7,000.00 | |
| TOTAL INCOME | 145,470.00 | 127,430.26 | 192,212.00 | |
| | | | | |
| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
| CONTRACT SERVICES | | | | |
| Contract Labor | 7,500.00 | 6,980.00 | 5,000.00 | Labor for Wire Tie or Baler Repair person. The obligated funding for a survey of the SW facility is in FY22 Budget and not to be included in FY23. |
| Total CONTRACT SERVICES | 7,500.00 | 6,980.00 | 5,000.00 | |
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Dues and Subscriptions | 300.00 | 215.87 | 300.00 | Email fee and Internet Security Software |
| Fees Permits & Licensing Exp | 1,050.00 | 979.00 | 1,150.00 | Cheyenne Scale & State DOT for Certification & Inspection of Scales & Landfill Permit. |
| Testing | 3,000.00 | 0.00 | 2,500.00 | Testing expenses for the ground water required annually per SW Permit. |

| | | | | |
|--|-------------------|-------------------|-------------------|---|
| Total FEES/PERMITS/LICENSE EXPENSE | 4,350.00 | 1,194.87 | 3,950.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 2,004.00 | 2,004.00 | 2,941.00 | |
| Total INSURANCE EXPENSE | 2,004.00 | 2,004.00 | 2,941.00 | |
| MATERIALS & SUPPLIES | | | | |
| Computer/Software | 1,700.00 | 1,366.93 | 0.00 | Purchased a new computer and have the internet security and email paid and budgeted for through dues and subscriptions. |
| Furniture & Equipment | 250.00 | 104.81 | 500.00 | Desk, chairs, filing cabinets, etc. |
| Materials & Supplies | 4,000.00 | 3,728.50 | 4,000.00 | |
| Total MATERIALS & SUPPLIES | 5,950.00 | 5,200.24 | 4,500.00 | |
| MISCELLANEOUS EXPENSES | | | | |
| Misc. Expenses | 125.00 | 0.00 | 200.00 | |
| Total MISCELLANEOUS EXPENSES | 125.00 | 0.00 | 200.00 | |
| OPERATING EXPENSES | | | | |
| Bldg/Grnd Maint Repair | 1,750.00 | 1,133.38 | 10,000.00 | Exterior damage repairs, overhead door repairs, plumbing repairs, roof repairs. |
| Electricity | 10,000.00 | 8,839.95 | 10,500.00 | |
| Heating Fuel | 0.00 | 0.00 | | Moved to Vehicle and Equip Fuel-They heat building with waste oil |
| Internet Use | 1,000.00 | 907.99 | 1,050.00 | |
| Postage and Freight | 800.00 | 526.61 | 5,000.00 | Recycled metals to Seattle, Skid Steer Loader, building materials for repairs. |
| Total OPERATING EXPENSES | 13,550.00 | 11,407.93 | 26,550.00 | |
| PAYROLL EXPENSES | | | | |
| H.S.A. Company | 7,350.00 | 7,569.23 | 10,950.00 | |
| Health Insurance | 14,818.13 | 13,658.68 | 22,150.46 | Auto calculated from the wage table below. Please do not change any numbers here. |
| Life Insurance | 128.82 | 123.25 | 245.44 | |
| Payroll Taxes | 2,191.49 | 2,031.84 | 3,564.77 | |
| PERS | 19,061.25 | 19,335.72 | 21,407.71 | |
| Worker's Compensation | 3,999.56 | 3,999.56 | 6,337.00 | |
| PAYROLL EXPENSES - Other | 100,323.98 | 87,889.73 | 110,957.79 | |
| Total PAYROLL EXPENSES | 147,873.23 | 134,608.01 | 175,613.17 | |
| REPAIR & REPLACEMENT ENTERPRISE | | | | |
| Solid Waste Repair Replacement | 14,547.00 | 0.00 | 19,221.20 | 10% of estimated revenue (excluding supplemental income). This is deposited into its own Savings Acct for |

| | | | | |
|--|-------------------|-------------------|-------------------|--|
| | | | | future repairs to grounds and equipment required for the facility to operate. |
| Total REPAIR & REPLACEMENT ENTERPRISE | 14,547.00 | 0.00 | 19,221.20 | |
| TRAVEL & TRAINING | | | | |
| Mileage Reimbursement | 254.14 | 254.14 | 0.00 | The reimbursed expense is reimbursement for personal vehicle fuel. We shouldn't need to have this here in the future....But we may want to budget a small amount in case there is a need |
| Training | 0.00 | 0.00 | 1,000.00 | Solid Waste Training September |
| Travel | 0.00 | 0.00 | 0.00 | Training was done online so there was no travel expense included |
| Total TRAVEL & TRAINING | 254.14 | 254.14 | 1,000.00 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 15,000.00 | 13,813.87 | 15,000.00 | Anticipated conveyor, hydraulic ram, baler, wire tie machine repair needs. Skid Steer Loader repairs. |
| Equipment Purchase | 2,500.00 | 1,114.70 | 2,500.00 | Wire Tie Machine Repairs |
| Vehicle & Equipment Fuel | 8,000.00 | 7,349.36 | 9,000.00 | Increased Fuel Prices |
| Vehicle Repairs and Maintenance | 6,500.00 | 5,154.83 | 7,000.00 | New Garbage truck tires (originally planned budget of \$2500, increased to \$4000 for tires + spare rim) |
| Total VEHICLE & EQUIPMENT EXPENSES | 32,000.00 | 27,432.76 | 33,500.00 | |
| Total Expense | 228,153.37 | 189,081.95 | 272,475.37 | |
| Net Income | -82,683.37 | -61,651.69 | -80,263.37 | |
| Subsidized Income from Gen Account | | | 80,263.37 | |
| Total Operating Budget | | | 0.00 | |

| Subsidized Income | 80,263.37 | Solid Waste Repair & Replacement Fund Balances: | | | Balance: |
|-------------------|------------|--|-----------|----|-----------|
| Local Revenue | 192,212.00 | FY21 Interest | 8.60 | \$ | 27,265.63 |
| State Revenues | 0.00 | FY21 Deposit | 13,266.42 | \$ | 27,257.03 |
| TOTAL | 272,475.37 | FY20 INTEREST | 8.71 | \$ | 13,990.61 |
| | | FY20 Deposit | 13,981.90 | \$ | 13,981.90 |

Streets & Roads



FY23 Recommendations:

- Purchase new/used snowplow for International Dump Truck (\$25,000).
- Purchase Mini-Excavator (\$50,000).
- Purchase new Sander for the Ford F550, the old one is shot (\$18,000).
- Purchase a used roller/vibratory compactor (\$25,000).
- Fix new Case 590 and sell the older one to offset Mini-Excavator cost.
- Develop plans for two sand sheds to provide for winter sanding operations.
- Develop plans for grader replacement or other means for grading gravel roads.
- Develop update to the Transportation Element of the Comprehensive Plan.

Department Projects:

- Re-construct the intersection of the Kasaan Access Road - USFS RAC Project.
- Construct the Claw Trail - USFS RAC Project.
- Partner with OVK for the Heavy Maintenance project on Kasaan Road (MP 3.0)
- Brushing and ditching of S. Subdivision Roads - prioritized locations.
- Correct alignment and add fill to section of Kasaan Road (dip) just past dump.
- Fill worst sags in Shoreline Drive with reinforced concrete.
- Fill potholes in pavement with bituminous cold patch material.
- Clean, replace, add road signing where needed.
- Hire A/E firm to design sand storage sheds - North and South.

Dept. Overview:

The Streets and Roads Department is not an Enterprise and does not collect user fees but does have established revenue sources, both state and local. Streets and Road is responsible for the maintenance and operations of all of the City's transportation easements and rights of way.

This Department currently has only one FTE who provides for general maintenance. In prior years this Department also provided for the maintenance and repairs of the City's vehicles and heavy equipment. Due to the resignation of the mechanic in early 2022, the city has been without these services. At this time City Administration recommends doing further analysis of the mechanic position and the overall function and services provided by Streets and Roads before further consideration is given to filling another FTE in the Department. Recommend hiring a project position to assist with project work.

Grant Opportunity:

- Alaska State Legislature AKDOT& PF Programs.
- Federal Infrastructure Programs.
- Denali Commission Programs.

Streets & Roads

| Income | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|---|------------------|---------------------------|----------------------|--|
| SUBSIDIZED INCOME | 139,310.36 | 100,000.00 | 129,872.96 | |
| FEES & PERMITS INCOME | | | | |
| Fees & Permits | 0.00 | 0.00 | 0.00 | |
| Total FEES & PERMITS INCOME | 0.00 | 0.00 | 0.00 | |
| INTEREST & INVESTMENT INCOME | | | | |
| Interest Income | 45.00 | 37.75 | 0.00 | Interest received from Savings Fund |
| Total INTEREST & INVESTMENT INCOME | 45.00 | 37.75 | 0.00 | MOVED TO ITS OWN CLASS - ZERO FOR FY23 |
| RENTALS & LEASE INCOME | | | | |
| Equipment Rental | 500.00 | 31.50 | 25,000.00 | We are renting equipment with operator for public use & will have rental income from RAC Project and ADEC Fire Hall Demo Project. |
| Total RENTALS & LEASE INCOME | 500.00 | 31.50 | 25,000.00 | |
| SALES | | | | |
| Laborer - Rock Sales | 0.00 | 42.45 | 150.00 | |
| Rock Sales | 0.00 | 100.00 | 1,000.00 | Rock sales include rock sales to Grant Projects and crushed rock and other fill materials. People have expressed interest in overburden on dirt and materials that we will have from ditching. |
| Surplus Sales | 0.00 | 0.00 | 20,000.00 | Surplus equipment - old 590 backhoes |
| Total SALES | 0.00 | 142.45 | 21,150.00 | |
| STATE REVENUES | | | | |
| Payment in Lieu of Taxes | 30,000.00 | 30,000.00 | 30,000.00 | Total PILT anticipated at \$175k |
| National Forest Receipts | 61,911.94 | 61,911.94 | 65,000.00 | 100% of National Forest Receipts is dedicated to Roads |
| Total STATE REVENUES | 91,911.94 | 91,911.94 | 95,000.00 | |
| Total Income | 92,456.94 | 92,123.64 | 141,150.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|---|------------------|----------------------------------|-----------------------------|---|
| CONTRACT SERVICES | | | | |
| Contract Labor | 30,000.00 | 26,257.00 | 30,000.00 | OVK Regular Street Main Contract |
| Total CONTRACT SERVICES | 30,000.00 | 26,257.00 | 30,000.00 | |
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Dues and Subscriptions | 700.00 | 551.88 | 650.00 | |
| Fees Permits & Licensing Exp | 125.00 | 231.88 | 300.00 | |
| Total FEES / PERMITS / LICENSE EXPENSE | 825.00 | 783.76 | 950.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 7,371.96 | 7,371.96 | 6,606.00 | Removed Autocar dump truck |
| Deductible | 5,000.00 | 5,000.00 | 0.00 | Do not plan on needing to pay in FY23 |
| Total INSURANCE EXPENSE | 12,371.96 | 12,371.96 | 6,606.00 | |
| MATERIALS & SUPPLIES | | | | |
| Materials & Supplies | 7,500.00 | 6,282.46 | 12,500.00 | Cold patch, cement, signs, culverts |
| Total MATERIALS & SUPPLIES | 7,500.00 | 6,282.46 | 12,500.00 | |
| MISCELLANEOUS EXPENSES | | | | |
| Other Misc. Expenses | 250.00 | 20.00 | 0.00 | |
| Total MISCELLANEOUS EXPENSES | 250.00 | 20.00 | 0.00 | |
| OPERATING EXPENSES | | | | |
| Bldg/Grnd Maint Repair | 3,000.00 | 2,557.00 | 4,500.00 | |
| Electricity | 4,500.00 | 3,884.64 | 4,200.00 | |
| Heating Fuel | 2,800.00 | 2,047.95 | 2,500.00 | |
| Postage and Freight | 750.00 | 484.47 | 750.00 | |
| Total OPERATING EXPENSES | 11,050.00 | 8,974.06 | 11,950.00 | |
| PAYROLL EXPENSES | | | | |
| H.S.A. Company | 9,000.00 | 8,540.39 | 7,300.00 | The reason payroll was higher for this fiscal year was we had 2 employees for 7 months of the budget cycle. |
| Health Insurance | 17,290.69 | 16,121.67 | 14,451.55 | |
| Life Insurance | 183.00 | 162.69 | 122.72 | |
| Payroll Taxes | 3,218.65 | 3,048.43 | 2,467.75 | |
| PERS | 11,934.34 | 10,981.81 | 11,629.62 | |
| Worker's Compensation | 5,381.04 | 5,381.04 | 10,512.00 | Employee James Taylor + 2 Project |
| PAYROLL EXPENSES - Other | 76,888.89 | 72,786.51 | 66,418.32 | |

| | | | | |
|--|--------------------|-------------------|--------------------|--|
| Total PAYROLL EXPENSES | 123,896.61 | 117,022.54 | 112,901.96 | |
| REPAIR & REPLACEMENT ENTERPRISE | | | | |
| Streets Repair Funds | 0.00 | 0.00 | 14,115.00 | 10% of income excluding subsidized funding. (Increased from \$15,500) |
| Total REPAIR & REPLACEMENT ENTERPRISE | 0.00 | 0.00 | 14,115.00 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 15,000.00 | 3,810.26 | 12,000.00 | Grader, loader, backhoe, excavator all being worked on or need repaired. |
| Equipment Purchase | 1,500.00 | 2,448.82 | 40,000.00 | Plow & sander needs |
| Equipment Purchase - Loan Payments | | | 15,000.00 | Mini-Excavator - Loan to purchase equipment. |
| Vehicle & Equipment Fuel | 7,150.00 | 6,838.19 | 10,000.00 | Fuel prices have increased to almost \$6 per gallon. |
| Vehicle Repairs and Maintenance | 4,000.00 | 2,793.74 | 5,000.00 | Regular oil changes & other misc. Maint requirements. |
| Total VEHICLE & EQUIPMENT EXPENSES | 27,650.00 | 15,891.01 | 82,000.00 | |
| Total Expense | 213,543.57 | 187,602.79 | 271,022.96 | |
| Net Income | -121,086.63 | -95,479.15 | -129,872.96 | |
| Subsidized Income from Gen Account | | | 129,872.96 | |
| Total Operating Budget | 0.00 | | | |
| Subsidized Income | 129,872.96 | | | |
| Local Revenue | 46,150.00 | | | |
| State Revenues | 95,000.00 | | | |

SEWER:



FY22 Recommendations:

- Pursue all grant funding opportunities to correct collection system I & I issues.
- Work with Tyler Rental to correct issues caused by dumping septic waste.
- Develop update to operations plan to find efficiencies that cut costs.
- Acquire new WWTP Discharge Permit for next five-year cycle.
- Settle ADEC issues with past violations for treatment and discharge volume.
- Study rate structure to ensure adequate rates for viability of utility.

Department Projects:

- Clean and organize the wastewater treatment plan and storage areas.
- Drain and clean the clarifier and perform 3-year maintenance as needed.
- Replace the UV lighting.
- Inspect the outfall diffuser in the bay as required per permit.
- Install debris screen in lift station for Tyler septic dump operations.

OVERVIEW:

The Sewer Department is an Enterprise that is not generating enough revenue to cover expenditures. Improvements must be made to increase efficiency of operations and minimize expenditures such as electricity, while also looking for opportunities to generate new sources of revenue. Once identified changes have been made to gain efficiencies, an operational analysis should be done to verify that the correct rate structure is in place for the long-term viability of the utility. If a change in rates is needed a recommendation will be brought to Council for consideration in 2023.

The collection system is the next major system upgrade currently being pursued with grant funding applications. Infiltration and inflow remain a serious problem that causes the utility to utilize more electricity than necessary and increases wear and tear on the entire system including the treatment plant.

There are no major purchases planned for the Sewer Department in 2023.

Grant / Funding Opportunities:

- ADEC Village Safe Water
- USDA Rural Communities Programs
- Federal Infrastructure Grants

Sewer

| Income | | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|---|--|-------------|---------------------------|----------------------|--|
| Supplemental Income | | 45,412.37 | 0.00 | 31,679.90 | |
| ENTERPRISE ACCTS | | | | | |
| Sewer Fees | | 157,000.00 | 130,986.61 | 130,000.00 | We separated the sewer pump out fees that Tyler pays us so we could get a better idea of our revenue from services |
| Sewer Pump out Fees | | 0.00 | 25,217.50 | 35,000.00 | |
| Total ENTERPRISE ACCTS | | 157,000.00 | 156,204.11 | 165,000.00 | |
| INTEREST & INVESTMENT INCOME | | | | | |
| Interest Income | | 15.00 | 10.54 | 12.00 | |
| Total INTEREST & INVESTMENT INCOME | | 15.00 | 10.54 | 12.00 | |
| TAX INCOME | | | | | |
| Sales Tax | | 6,400.00 | 6,395.81 | 9,900.00 | |
| Total TAX INCOME | | 6,400.00 | 6,395.81 | 9,900.00 | |
| Total Income | | 163,415.00 | 162,610.46 | 174,912.00 | |
| Expense | | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
| CONTRACT SERVICES | | | | | |
| Contract Labor | | 1,000.00 | 920.00 | 1,000.00 | |
| Total CONTRACT SERVICES | | 1,000.00 | 920.00 | 1,000.00 | |
| FEES / PERMITS / LICENSE EXPENSE | | | | | |
| Fees Permits & Licensing Exp | | 2,250.00 | 2,095.00 | 2,250.00 | |
| Testing | | 11,500.00 | 10,701.35 | 12,000.00 | |
| Total FEES / PERMITS / LICENSES EXPENSE | | 13,750.00 | 12,796.35 | 14,250.00 | |
| INSURANCE EXPENSE | | | | | |
| AML/Insurance | | 11,786.00 | 11,786.00 | 16,172.00 | |
| Total INSURANCE EXPENSE | | 11,786.00 | 11,786.00 | 16,172.00 | |
| MATERIALS & SUPPLIES | | | | | |
| Materials & Supplies | | 4,000.00 | 2,692.38 | 4,500.00 | |
| Total MATERIALS & SUPPLIES | | 4,000.00 | 2,692.38 | 4,500.00 | |

| | | | | |
|--|------------------|------------------|------------------|--|
| MISCELLANEOUS EXPENSES | | | | |
| Other Misc. Expenses | 5,600.00 | 5,600.00 | 0.00 | |
| Total MISCELLANEOUS EXPENSES | 5,600.00 | 5,600.00 | 0.00 | |
| OPERATING EXPENSES | | | | |
| Bldg/Grnd Maint Repair | 750.00 | 202.50 | 550.00 | |
| Electricity | 38,500.00 | 37,397.34 | 49,000.00 | |
| Heating Fuel | 4,500.00 | 3,788.11 | 4,500.00 | |
| Postage and Freight | 3,000.00 | 2,410.30 | 2,500.00 | |
| Telephone, Telecommunications | 658.15 | 543.09 | 600.00 | |
| Total OPERATING EXPENSES | 47,408.15 | 44,341.34 | 57,150.00 | |
| PAYROLL EXPENSES | | | | |
| H.S.A. Company | 4,264.45 | 3,784.49 | 3,650.00 | |
| Health Insurance | 7,160.60 | 6,631.95 | 7,698.91 | |
| Life Insurance | 128.18 | 123.25 | 122.72 | |
| Payroll Taxes | 442.44 | 238.91 | 1,266.53 | |
| PERS | 11,585.58 | 10,697.25 | 11,372.93 | |
| Worker's Compensation | 2,531.65 | 2,531.65 | 3,168.00 | |
| PAYROLL EXPENSES - Other | 52,279.89 | 48,623.83 | 50,999.60 | |
| Total PAYROLL EXPENSES | 78,392.79 | 72,631.33 | 78,278.70 | |
| REPAIR & REPLACEMENT ENTERPRISE | | | | |
| Sewer Repair and Replacement | 16,431.00 | 0.00 | 17,491.20 | 10% of income excluding subsidized funding. (Increased from \$15,500) |
| Total REPAIR & REPLACEMENT ENTERPRISE | 16,431.00 | 0.00 | 17,491.20 | |
| TRAVEL & TRAINING | | | | |
| Training | 150.00 | 0.00 | 250.00 | |
| Travel | 50.00 | 0.00 | 250.00 | Fuel reimbursement for travel to VOCTEC for Trainings |
| Total TRAVEL & TRAINING | 200.00 | 0.00 | 500.00 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 3,000.00 | 2,565.56 | 10,000.00 | Pump repairs (Manhole and Sewer Line Grant repaired most of the pumps, so we don't anticipate a need for more this next fiscal year) |

| | | | | |
|---|-------------------|--|-------------------|---|
| Equipment Purchase | 20,000.00 | 3082.35 | 5,000.00 | Last year purchased a snake for \$6k. This year we have to repair or replace the sewer pump out trailer. A new-used pumper truck runs at appx \$35000 |
| Vehicle Fuel | 1,250.00 | 1,191.04 | 1,500.00 | |
| Vehicle Repairs and Maintenance | 500.00 | 0.00 | 750.00 | Upkeep on maintenance year-round |
| Total VEHICLE & EQUIPMENT EXPENSES | 24,750.00 | 6,838.95 | 17,250.00 | |
| Total Expense | 203,228.44 | 157,606.35 | 206,591.90 | |
| Net Income | -39,813.44 | 5,004.11 | -31,679.90 | |
| Subsidized Income from Gen Account | | | | 31,679.90 |
| Total Operating Budget | | | | 0.00 |
| | | | | |
| Subsidized Income | 31,679.90 | Sewer Repair & Replacement Fund Balances: | | |
| Local Revenue | 174,912.00 | FY22 Deposit | 16,431.00 | \$47,012.61 |
| State Revenues | 0.00 | FY22 INTEREST | 10.54 | \$30,581.61 |
| | | FY21 INTEREST | 11.60 | \$30,571.07 |
| | | FY21 Deposit | 15,914.55 | \$30,559.47 |
| | | FY20 Deposit | 14,644.92 | \$14,644.92 |

Water:



FY22 Recommendations:

- Treated water storage tank needs to be cleaned and inspected.
- Develop update to operations plan to find efficiencies that reduce costs.
- Conduct rate structure study to ensure adequate rates for viability of utility.

Department Projects:

- Contract for and support water tank cleaning and inspection.
- Clean and organize water plant and storage areas.
- Inventory all parts and supplies to track spare parts on-hand.
- Review and update operational plans as necessary.
- Flush the fire hydrants on schedule.

OVERVIEW:

The Water Department is an Enterprise that is not generating enough revenue to cover expenditures. Improvements must be made to increase efficiency of operations and minimize expenditures such as electricity, while also looking for opportunities to generate new sources of revenue. Once identified changes have been made to gain efficiencies, an operational analysis should be done to verify that the correct rate structure is in place for the long-term viability of the utility. If a change in rates is needed a recommendation will be brought to Council for consideration in 2023.

The treated water storage tank inspection, cleaning and repair is the next major work improvement needed.

Grant / Funding Opportunities:

- ADEC Village Safe Water
- USDA Rural Communities Programs
Federal Infrastructure Programs

Water

| Income | | FY22 Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENTS |
|---|--|-------------------|---------------------------|----------------------|---|
| Subsidized Income | | 22,543.80 | | 20,986.57 | |
| ENTERPRISE ACCTS | | | | | |
| Water Fees | | 162,000.00 | 142,112.43 | 160,000.00 | |
| Total ENTERPRISE ACCTS | | 162,000.00 | 142,112.43 | 160,000.00 | |
| INTEREST & INVESTMENT INCOME | | | | | |
| Interest Income | | 20.00 | 11.24 | 20.00 | |
| Total INTEREST & INVESTMENT INCOME | | 20.00 | 11.24 | 20.00 | |
| RENTAL & LEASE INCOME | | | | | |
| Equipment Rental | | 250.00 | 100.00 | 200.00 | |
| Total RENTALS & LEASE INCOME | | 250.00 | 100.00 | 200.00 | |
| SALES | | | | | |
| Surplus Property | | 600.00 | 250.00 | 600.00 | We are going to try and have a surplus sale this year for the city. The water dept also has a surplus of barrels at times and those are offered for sale @ \$75 per barrel. |
| Total SALES | | 600.00 | 250.00 | 600.00 | |
| SERVICE CHARGES | | | | | |
| Services Availability | | 13,000.00 | 10,899.65 | 16,000.00 | This has estimated increase due to billing for the vacant and abandoned properties on the City's water line. |
| Staff Dispatch Unauthorized Use | | 350.00 | 250.00 | 450.00 | This is charged when a customer turns his water on or off at the main meter without prior authorization from the department. |
| Total SERVICE CHARGES | | 13,350.00 | 11,149.65 | 16,450.00 | |
| TAX INCOME | | | | | |
| Sales Tax | | 5,680.00 | 5,659.24 | 7,500.00 | Sales taxes collected on revenues. Tax rate is 6%, however some customers are exempt. |
| Total TAX INCOME | | 5,680.00 | 5,659.24 | 7,500.00 | |
| Total Income | | 181,900.00 | 159,282.56 | 184,770.00 | |

| Expense | Budget | Jul 1, '21 - June 7, 2022 | FY23 Proposed Budget | COMMENT |
|---|------------------|----------------------------------|-----------------------------|--|
| CONTRACT SERVICES | | | | |
| Contract Labor | 2,000.00 | 1,907.00 | 1,750.00 | \$900.00 annually for contracting North Coast-Network accessing to water plant (allowing RMC to connect to our system and see what is happening) + \$50 per year for text alarm service. |
| Total CONTRACT SERVICES | 2,000.00 | 1,907.00 | 1,750.00 | |
| FEES / PERMITS / LICENSE EXPENSE | | | | |
| Dues and Subscriptions | 1,150.00 | 1,117.61 | 1,000.00 | Alaska Rural Water Assoc Fee, DEC Certification Renewals, Internet Security Fee, Email Hosting Fee. |
| Testing | 7,000.00 | 5,847.16 | 5,000.00 | FY21 and FY20 finance reports show that the testing expense never exceeded \$3000, however this year we have. I would anticipate \$5,000.00 next year. |
| Total FEES / PERMITS / LICENSE EXPENSE | 8,150.00 | 6,964.77 | 6,000.00 | |
| INSURANCE EXPENSE | | | | |
| AML/Insurance | 12,639.00 | 12,639.00 | 25,000.00 | AML increased the insurance on our water plant by \$6million dollars. We are appealing this as the actual increase in value was \$2 million. |
| Total INSURANCE EXPENSE | 12,639.00 | 12,639.00 | 25,000.00 | |
| MATERIALS & SUPPLIES | | | | |
| Chemicals | 9,000.00 | 8,007.95 | 8,500.00 | Chlorine, Nalco, Soda Ash |
| Materials & Supplies | 8,000.00 | 5,240.82 | 5,000.00 | |
| Total MATERIALS & SUPPLIES | 17,000.00 | 13,248.77 | 13,500.00 | |
| MISCELLANEOUS EXPENSES | | | | |
| Misc. Expenses | 0.00 | 0.00 | 750.00 | For unforeseen expenses that are not covered under other line items |
| Total MISCELLANEOUS EXPENSES | 0.00 | 0.00 | 750.00 | |
| OPERATING EXPENSES | | | | |
| Bldg/Grnd Maint Repair | 250.00 | 97.98 | 0.00 | Had upgrades from VSW in FY21 year but may have unforeseen expenses upcoming. |

| | | | | |
|--|-------------------|------------------|------------------|--|
| Electricity | 15,000.00 | 15,546.31 | 15,000.00 | |
| Heating Fuel | 10,500.00 | 9,223.44 | 10,500.00 | Fuel costs have risen terribly. |
| Internet Use | 3,000.00 | 2,642.18 | 2,640.00 | \$2,640.00 annually, \$220.00/mo. for Water Plant Operation Internet Annual Expense and Networking Annual Expenses |
| Postage and Freight | 5,500.00 | 3,898.11 | 3,500.00 | Freight for shipping water samples required by State. Also costs of materials and supplies, equipment etc. ordered and shipped. We need to consider what kind of purchases we will make this upcoming year and factor the freight into that. |
| Total OPERATING EXPENSES | 34,250.00 | 31,408.02 | 31,640.00 | |
| PAYROLL EXPENSES | | | | |
| H.S.A. Company | 7,149.19 | 6,165.33 | 3,650.00 | These are auto calculated cells based on the payroll data entered below. Please do not mess with these numbers. Thank you. |
| Health Insurance | 12,675.65 | 10,850.27 | 8,294.59 | |
| Life Insurance | 128.18 | 123.25 | 122.72 | |
| Payroll Taxes | 1,340.00 | 1,240.10 | 1,512.76 | |
| PERS | 13,826.98 | 12,720.93 | 13,584.01 | |
| Worker's Compensation | 2,800.60 | 2,800.60 | 3,230.00 | Sam may get certified as a Levell II Sewer Operator this year which would entitle him to a Pay raise by 1-Step from Alaska DOD Wage Scale. This is NOT factored in at this time. |
| PAYROLL EXPENSES - Other | 62,283.65 | 57,822.32 | 61,745.49 | |
| Total PAYROLL EXPENSES | 100,204.26 | 91,722.80 | 92,139.57 | |
| REPAIR & REPLACEMENT ENTERPRISE | | | | |
| Water Repair and Replacement | 17,915.00 | 0.00 | 18,477.00 | 10% of estimated revenues (not including subsidized funding) |
| Total REPAIR & REPLACEMENT ENTERPRISE | 17,915.00 | 0.00 | 18,477.00 | |
| TRAVEL & TRAINING | | | | |
| Training | 150.00 | 0.00 | 250.00 | With online courses available more now, travel is less....But may have travel expenses to Klawock for testing at VOCTEC. |
| Travel | 50.00 | 0.00 | 250.00 | |

| | | | | |
|---|-------------------|-------------------|-------------------|---|
| Total TRAVEL & TRAINING | 200.00 | 0.00 | 500.00 | |
| VEHICLE & EQUIPMENT EXPENSES | | | | |
| Equipment Maint & Repair | 6,500.00 | 4,282.43 | 12,500.00 | DEF Removal Kit for Vehicle & Tank Cleaning Costs |
| Equipment Purchase | 1,500.00 | 1,000.00 | 500.00 | Equipment purchases new meters, meter bugs, tools |
| Vehicle Fuel | 1,500.00 | 1,191.04 | 1,500.00 | Fuel is split between water and sewer 50/50 |
| Vehicle Repairs and Maintenance | 1,500.00 | 752.80 | 1,500.00 | |
| Total VEHICLE & EQUIPMENT EXPENSES | 11,000.00 | 7,226.27 | 16,000.00 | |
| Total Expense | 203,358.26 | 165,116.63 | 205,756.57 | |
| Net Income | -21,458.26 | -5,834.07 | -20,986.57 | This deficit is 93% caused by the "Repair and Replacement" Expense of \$18.5k |
| Subsidized Income from Gen Account | | | 20,986.57 | |
| Total Operating Budget | | | 0.00 | |

| | | | | | |
|--------------------------|------------------|--|-----------|--|-----------------|
| Subsidized Income | 20,986.57 | Water Repair & Replacement Fund | | | Balance: |
| | | Balances: | | | |
| Local Revenue | 184,770.00 | FY22 Deposit | 18,477.00 | | 50,733.32 |
| State Revenues | 0.00 | FY21 Deposit | 15,970.89 | | 32,256.32 |
| | | FY20 Deposit | 16,285.43 | | 16,285.43 |



CITY OF THORNE BAY
RESOLUTION 22-06-07-01

Sponsor: Mayor Lee Burger
Adoption: June 7, 2022
Vote: ____ Yeas, ____ Nays, ____ Absent

A RESOLUTION OF THE CITY COUNCIL, FOR THE CITY OF THORNE BAY, ADOPTING A POLICY FOR BILLING SERVICE AVAILABILITY FEES TO ALL UNIMPROVED OR DISCONTINUED LOTS ALONG THE CITY'S WATER LINE

WHEREAS, the City Council is the governing body of Thorne Bay, Alaska; and

WHEREAS, the City Council sets rates and fee schedules through resolution for all services provided by the City of Thorne Bay; and

WHEREAS, the Thorne Bay Municipal Code Title 13-Utilities, Chapters 13.04 – Sewer General Provisions, 13.14 – Sewage Service Rates, & 13.28 – Water – General Provisions, Sections 13.04.145-Stubout – Unplumbed, 13.14.080-Temporary Discontinuance of Service, and 13.28.095-Unimproved or Discontinued, provides for a Services Availability Fee to be charged for all vacant, unimproved or discontinued lots that are on the City's water line; and

WHEREAS, the city staff implemented billing of the Services Availability Fee to all lots where services had been discontinued, however staff has not billed for lots where there have been no utility services since adoption of the ordinance; and

WHEREAS, City Administrative staff has requested guidance from the City Council on determining ownership of vacant and/or unimproved lots where no water or sewer services have been received since adoption of the Ordinance; and

NOW THEREFORE BE IT RESOLVED, the City Council sets forth the following policy for determining ownership of vacant and/or unimproved lots that are on the city's water line:

- Staff will use records obtained from the Alaska Records Office to determine ownership of all vacant and/or unimproved lots along the City's water line. When a property is sold or transferred a deed is recorded.
- If the owner of record disputes ownership, it will be up to that person to provide a current land deed showing that ownership had been transferred.

PASSED AND APPROVED on this 7th day of June 2022, by a duly constituted quorum of the City Council with a vote of ____ YEAH, ____ NAY, ____ ABSENT.

ATTEST:

Lee Burger, Mayor

Teri Feibel, CMC

The following codes are the sections pertaining to billing a Service Availability Fee to all unimproved lots on the city water line and all lots where services have been disconnected.

Thorne Bay Municipal Code

Title 13-City Utilities

Chapters

- 13.04 Sewer – General Provisions
- 13.14 Sewage Service Rates
- 13.28 Water – General Provisions

Sections:

13.04.145 STUB OUT – UNPLUMBED:

All unimproved lots on the water and sewer line will be charged a monthly service availability fee, according to the current rate schedule, to help offset the cost of operating and maintaining the water and sewer system. No unimproved lots will be allowed to connect to the system until all fees are paid. This amount may include interest and penalties on delinquent accounts. Any change of ownership is the customer's responsibility to disclose any amount owed on the lot to the new owner. (Ordinance 18-10-08-01 ss Part)

13.14.080 TEMPORARY DISCONTINUANCE OF SERVICE.

A customer may request a temporary discontinuance of sewer service upon advance written notice to the City. Temporary Discontinuance of service will be charged a monthly service availability fee, according to the current rate schedule established by Resolution and incorporated in this chapter by reference. Any reconnection within thirty days of discontinuance will be charged the rate established for a full month's sewer service. Customer will be charged a ten-dollar charge (plus tax) to have such service restored. (Ordinance 18-10-08-010; Prior Ord. 15-03-17-02)

13.28.095 UNIMPROVED OR DISCONTINUED.

All unimproved lots or discontinued services on the water line will be charged a monthly service availability fee, according to the current rate schedule established by Resolution and incorporated in this chapter by reference, to help offset the cost of operating and maintaining the water system. No unimproved lots or discontinued services will be allowed to connect to the system until all fees are paid. This amount may include interest and penalties on delinquent accounts. In the event of a change of ownership in the property, it will be the responsibility of the customer to disclose any amount owed to the new owner.



Introduction: June 7, 2022
Public Hearing: June 21, 2022
Vote: ____ Yeas, ____ Nays, ____ Absent

ORDINANCE 22-06-21-02
CITY OF THORNE BAY

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, AMENDING THORNE BAY MUNICIPAL CODE (TBMC), TITLE 10 – VEHICLES & TRAFFIC, CHAPTER 10.20 – PARKING, STANDING & STOPPING, SECTION 10.20.030 – OFF STREET PARKING PLACES / TIME LIMITED & PERMIT PARKING

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. **Purpose.** To amend Thorne Bay Municipal Code Title 10 – Vehicles and Traffic, Chapter 10.20 – Parking, Standing & Stopping, Section 10.20.030 – Off-Street Parking Places / Time Limited & Permit Parking, clarifying

Section 3. **Amendment to Code.** Amendments to the Thorne Bay Municipal Code are identified by the followings means: ~~(strike through)~~ indicates text to be deleted from and **(BOLD BLUE & CAPITALIZED)** indicates text added to the current code.

The Chapter and Section of 10.20.030 - Off-Street Parking Place, is hereby amended and shall read as written on pages 3 & 4, of this ordinance.

Section 4. **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 5. **Adoption.** The Chapter and Sections of 10.20-Parking, Standing and Stopping, is hereby adopted and added to the Thorne Bay Municipal Code.

Section 6. **Effective Date.** This ordinance shall become effective upon adoption.

PASSED AND APPROVED this 21st day of June 2022, by a duly constituted quorum of the City Council with a vote of ____ Yeas ____ Nays & ____ Absent/Abstained.

ATTEST:

Lee Burger, Mayor

Teri Feibel, CMC

Amending Title 10
Chapter 10.20-Parking, Standing and Stopping

ADDITIONS ARE IN BLUE AND CAPITALIZED

~~Deletions are red and stricken~~

AMENDMENT OF SECTION:

10.20.030 OFF-STREET PARKING PLACE – TIME LIMITED PARKING/PERMIT PARKING

A. Definition. For the purpose of this section,

- i. "Public parking spaces"** include all city owned lands including roadways and rights-of-ways
- ii. "Private parking spaces"** include both publicly and privately-owned off-street parking spaces which are reserved for the use of a specific individual or group of individuals or are otherwise restricted when such reservations or restrictions are posted.
- iii. "Time limited parking/permit parking"** include both publicly and privately-owned off-street parking spaces which are reserved for the use of a specific individual or group of individuals or are otherwise restricted when such reservations or restrictions are posted.
- iv. "Harbor Parking- Harbor Zone"** Loading and unloading, except for the space designed for the harbormaster, handicapped, ATV vehicles or special use vehicles. (Ordinance 18-08-21-02 Ss; 1-

~~**B. Harbor Parking--Permit Required for Over twelve hours. The parking of any vehicle, boat and/or trailer, motorcycle, RV or other at the Main Harbor, boat launch, and Davidson Landing Harbor areas shall be for no longer than twelve hours, unless a monthly parking permit is obtained at city hall. The permit shall be placed in such a position that it is easily viewed through the windshield, or attached in a secure manner to trailers, etc., as long as the permit is easily viewable by city personnel. The billing cycle for permit parking in these areas shall be from the first of each month to the first of the following month, to correspond to the city's billing cycle. The first month's permit fee shall be paid in advance at the time of application plus applicable deposit. If the subsequent invoice is not paid by the due date of the invoice it shall be considered revoked, and the vehicle shall be subject to any applicable provision of the municipal code. All vehicles with no visible way to identify the owner will be marked and impounded after two weeks.**~~

B. Harbor Parking. THE PARKING OF ANY VEHICLE, BOAT AND/OR TRAILER, MOTORCYCLE, RV OR OTHER AT THE MAIN HARBOR, BOAT LAUNCH, AND DAVIDSON LANDING HARBOR AREAS SHALL BE FOR NO LONGER THAN THE POSTED TIME LIMITS.

C. Park and Sell – Permit Required. Permits are sold on a thirty-day period extendable for one additional thirty-day period. Park and Sell is designated to Shoreline Drive across from the Port. The permit shall be placed in such a position that it is easily viewed through the windshield. All vehicles with no visible way to identify the owner will be marked and impounded after two weeks.

~~**D. Permit Parking - The first month's permit fee shall be paid in advance at the time of application plus applicable deposit. If the subsequent invoice is not paid by the due date of the invoice it shall be considered revoked, and the vehicle shall be subject to any applicable provision of the**~~

~~municipal code. All vehicles with no visible way to identify the owner will be marked and impounded after two weeks.~~

- D. **Permit Parking.** PERMIT PARKING IS AVAILABLE ONLY WHERE POSTED. MONTHLY PARKING PERMITS MAY BE OBTAINED AT CITY HALL. THE PERMIT SHALL BE PLACED IN SUCH A POSITION THAT IT IS EASILY VIEWED THROUGH THE WINDSHIELD, OR ATTACHED IN A SECURE MANNER TO TRAILERS, ETC., AS LONG AS THE PERMIT IS EASILY VIEWABLE BY CITY PERSONNEL. ALL VEHICLES WITH NO VISIBLE WAY TO IDENTIFY THE OWNER WILL BE MARKED AND IMPOUNDED AFTER TWO WEEKS
- E. **Parking Permit Billings** - All fee structures for Parking Permits will be set by resolution. Parking Permits will continue to be billed to the customer until the permit has been returned and written notification of removal is submitted to the City of Thorne Bay. The first month's permit fee shall be paid in advance at the time of application plus applicable deposit. If the subsequent invoice is not paid by the due date of the invoice, it shall be considered revoked, and the vehicle shall be subject to any applicable provision of the municipal code. **THE BILLING CYCLE FOR PERMIT PARKING IN THESE AREAS SHALL BE FROM THE FIRST OF EACH MONTH TO THE FIRST OF THE FOLLOWING MONTH, TO CORRESPOND TO THE CITY'S BILLING CYCLE.** (Ord. 18-08-21-02; Prior Ord. 15-09-01-01 § D, Ord. 09-01-06-01; Ord. 03-06-05-02 §3; Ord. 84-03-22-01 §13)