

**NOTICE OF ADDITIONS TO THIS AGENDA – CHECK BACK ON TUESDAY, June 21, 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 21, 2022

TIME: 6:30 p.m.

**THERE WILL BE A WORKSHOP BEGINNING AT 6:00PM**

LOCATION: TELECONFERENCE/VIDEO CONFERENCING LINE

Phone Number: **1- 650-479-3208**

Meeting Link:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=m42b083fd76962762fbfe73f3a84b405b>

Meeting number: **182 229 9375** Password: **D4gxVSXpz84 (34498797** 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:
  - b) City Clerk:
  - c) Department Reports:
    - i. Harbor
    - ii. Library
    - iii. Parks
    - iv. Sewer/Water
    - v. Solid Waste
    - vi. Streets & Roads
- 7) PUBLIC COMMENTS:
- 8) COUNCIL COMMENTS:
- 9) CONSENT AGENDA:
  - a) MINUTES
    - i. Minutes of the June 7, 2022, Regular City Council Meeting, discussion and action item:
- 10) NEW BUSINESS:
  - a) Resolution 22-06-21-01, supporting the rezoning of the Goose Creek Industrial Subdivision to Residential/Commercial III Zone, discussion and action item:
  - b) Resolution 22-06-21-02, amending the rate schedule for municipal services, discussion and action item:
  - c) Resolution 22-06-21-03, authorizing the purchase of a 2022 Hitachi Mini Excavator from CMI Machinery, discussion and action item:
- 11) ORDINANCE FOR PUBLIC HEARING:
  - 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, discussion and action item:

**12) ORDINANCE FOR INTRODUCTION:**

- a) Ordinance 22-07-05-01, amending Thorne Bay Municipal Code Title 2 – Administration and Personnel, Chapter 2.08-Mayor, Sections of 2.08.020 – Vice Mayor and adding Section 2.08.025 – Mayor Pro-Tempore discussion and action item:

**13) CONTINUATION OF PUBLIC COMMENT:**

**14) CONTINUATION OF COUNCIL COMMENT:**

**15) ADJOURNMENT:**

POSTED: June 17, 2022

# JOIN BY WEBEX – ONLINE VIDEO/TELECONFERENCING

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Tuesday, June 21, 2022, there will be a workshop of the City Council preceding the meeting and begins at 6:00pm. The Regular Meeting of the City Council begins at 6:30 pm

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## MEETING INFORMATION

Meeting link:

<https://cityofthornebay.my.webex.com/cityofthornebay.my/j.php?MTID=m42b083fd76962762fbfe73f3a84b405b>

Meeting Number: **182 229 9375**

Password: **D4gxVSXpz84 (34498797 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](http://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 1822299375@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: 182 229 9375

Telephonic Passcode: **34498797**

[Global call-in numbers](#)

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## MINUTES

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

TUESDAY, June 7, 2022

TIME: 6:30 p.m.

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

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**LOCATION:** TELECONFERENCE/VIDEO CONFERENCING LINE

**1) CALL TO ORDER:**

Mayor Burger called the meeting to order at 6:30 p.m.

**2) PLEDGE TO FLAG:**

The council and audience stood for the pledge to the flag.

**3) ROLL CALL:**

Those present were: Kerkof, Oatman, Burger, Jennings, Stram, Hartwell

Those absent were: Nyquest

**4) APPROVAL OF AGENDA:**

Burger moved to approve the agenda as written. Seconded the motion. There was no further discussion.

MOTION: Move to approve the agenda.

F/S: Burger/Hartwell

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

NAYS: None

STATUS: Motion Passed.

**5) MAYOR'S REPORT:**

Mayor Burger reported on the following:

- Grounds outside of City Hall have improved over the past month and a half with a boat being removed and the library construction concluding
- COVID cases are still in Thorne Bay as well as a flu. Encouraged the public to practice proper hygiene.
- Thanked the public for their participation in the meeting.

**6) ADMINISTRATIVE REPORTS:**

**a) City Administrator:**

**Administrator John Huestis provided the following Administrator Report:**

- Administration has been busy with the annual budget cycle fine tuning to prepare for Council and the public. This will be on-going for the next couple of weeks.
- Laura Clark, Library Director, is here to provide an update on the library, I will yield part of my report time for her to catch us up on the happening over at the library.
- Alaska Community Foundation project for library deck is complete.

- Claw Trail conflict with Maple Trees - we will try to narrow path to widened shoulder (6 ft) if permissible under grant approval guidelines.
- DEC Compliance inspection for solid waste facility has been postponed from July to September.
- We will be organizing and cleaning up solid waste facility in the next couple of 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
- We have been offered an opportunity to have a piece of the old WSDOT I-90 floating bridge that needs to find a new home or be demolished as part of the Ketchikan Airport upgrade project - do we want to pursue this as a possibility?

**Administrator Huestis introduced Laura Clark for a Library update.**

- **Laura Clark provided the following Library Report:**
  - Library is officially open.
  - Even with the library being closed, it has been remarkably busy.
  - The new library and covered back deck are completed thanks to the Friends of the Library.
  - I had received an ARPA grant last year for improvements to our internet, and additional funding for new library books and videos.
  - The ECF Grant is being extended through FY23. This grant is providing internet for the public at Davidson Landing
  - The Digital Library is available again this year. It is like a free Kindle account; anyone can download books online at no cost to them. This program is paid for by the Friends of the Library and the Library 50/50.
  - Summer Reading Program will happen this year at the library.
  - Library has a new Facebook Page and it will be updated this week with new library hours and Summer Reading Schedule.
  - SISD has partnered with the library and is sharing their Tech Director, Matt Gore. Matt has volunteered his time and comes to the library to ensure that all of the internet stuff is up and running, which is pretty amazing.
  - The new library building has a new meeting room that is large enough to have a Zoom meeting with a doctor or a job interview or it could host a weekly game of cards. It is set up for technology as well if someone wanted to do a presentation.
  - The library needs support to offer everything that we would like to offer, but we need the volunteers in order to do that. These services include personal development programs and training that is available on different websites that would turn what they know into marketable skills. That is all free through the library computer system right now.
  - Library is now offering an opportunity for younger children to be junior volunteers at the library. They have to work with a volunteer, but they will be learning while doing that.
  - It has been a pleasure to widen the scope of the library. There are grants to be written and we are doing what we can to capture those for the community.

**Oatman, does the library take book donations?**

**Laura Clark responded:**

- Yes, we do, if they are ones we do not need, we hand to the Friends, and they will offer through book sale.

**City Clerk commented on the following:**

- City Council received a “Thank You” from the VOTEC center for your annual donation of \$1,500.00.

**7) PUBLIC COMMENTS:**

**Thom Cunningham commented on the following:**

- At last meeting brought up vice mayor issue and wanted to read something that the city council had passed while he was in office regarding ethics. Cited City Code 2.07.010 (c)(2) & 2.07.020 (b)
- The ethics code adopted by the council completely goes against what the city council had done by adopting an ordinance to require 1-year experience for office of mayor. Cunningham stated he was told by a council member that the ordinance was for the sole purpose to preclude one candidate from qualifying for Mayor.
- Encouraged the council to look into a prefabricated steel structure for the new fire hall building at Davidson Landing. Commented that he felt what was presented at the last meeting was not what the city needed. Cunningham stated he looked Online and found prefabricated, pre-engineered steel buildings Online 40’ by 60’ for \$30,000. The city doesn’t need a fire hall that big. Cunningham continued that there was no location for a septic system in the current design and Thorne Bay is a small community with small needs.
- Stated that the library had spent thousands of dollars on engineered plans for a new library that were never used. They ended up having a prefabricated building shipped up.

**Victoria Anderson, Emergency Services Coordinator**

- Began as the EMS Coordinator one-month and four days ago. When I began there were only 5 ETT’s on staff that had less than a year of experience. Since that time, we have had Matt McGinnis get his EMT I and the 2<sup>nd</sup> VPSO is currently working on his EMT I certification.
- 4-EMT’s taking a bridge class to become EMT II.
- 10 residents are interested in signing up for EMS
- Ordered supplies that will bring us up to the Alaska minimum standards. There will be another order, but we are working on getting the ambulance to minimum standards. When I first ran a call with this ambulance it did not even have a blood pressure cuff.
- We have secured a medical director through the Island Wide EMS, which is a huge benefit.
- There is a healthcare provider CPR class scheduled for June 22<sup>nd</sup> for the City Council and City Employees and some of the Community.
- Will be contacting the Ambulance Drivers to schedule an EVOC training which is Emergency Vehicle Operations Certification, healthcare provider CPR and hopefully ETT classes.
- Currently working on filling Dispatcher positions.
- Had requested money to be budgeted in the FY23 Budget that would be used to pay responders, however, the budget does not show anything budgeted for this at this time. Encourage the city pay responders because they are asking people to give up their time for free. It is my main goal is to compensate them as same as we do for dispatchers. If we want them to show up when there is a call, we should pay them.
- We need some southside residents for responders. There is no need to have a building and equipment when there are no responders available. Requested that people spread the word and have those interested in signing up contact her.
- Hoping to have a set schedule July for who is on call.

**Harvey McDonald provided the following comment:**

- Appreciate the work that the city has done to get the brass plate on the bench in front of the city office. Jim Gould is a dear friend and happy to see we are doing something to recognize him.

**Thom Cunningham commented on the following:**

- Do we still have two VPSO's here? Have not seen one on Southside in some time. Is Matt Mendonsa still a VPSO here?

**Karen Petersen commented on the following:**

- Laura did an excellent job summarizing what has been going on at the library.
- Thank you to Laura for getting the grant that places the Wi-Fi at Davidson Landing for the public. Happy to hear this has been extending through 2023.
- Grand Opening for the Library on June 11<sup>th</sup> at 3pm after T-Ball.
- Had the pleasure last week to escort the Deputy Undersecretary for the USDA Rural Development and the Statewide Director around Prince of Wales Island. I used my position as an opportunity to show off our library and they were very impressed; it really shows what a little community can do when working together.
- Regarding Thom Cunningham's comments on the engineered plans on the library that were not used. We had to get an architectural stamped drawing that had to go to the State Fire Marshal's office. There are rules involved in public buildings that are different from private buildings. You can build your own garage, and it can look like whatever you want to but when you build any kind of public facility, there are hoops that have to be gone through and it took us almost a month and a half to get our fire marshal approval before we could begin construction on that. And they went through our engineered plans with a fine-tooth comb.

**Tim Lindseth commented on the following:**

- Expressed appreciation for the work done on the southside road. Whoever graded the road did an amazing job and deserves Kudos. Have not seen the road in such good shape in a very long time.

**Charlie Jennings commented on the following:**

- I wanted these comments as public comment as I did not feel they should be said as a councilmember.
- Apologize to the public for walking out of the last meeting the way I did, but I had to so I did not lose my temper.
- I want to clarify that I am not resigning my council seat, only the Vice Mayor seat, which still stands if the council so wishes for me to.
- I would never vote on something that would benefit me personally, and I take offense to Thom Cunningham's statements at the last meeting.
- I don't feel I broke any ordinance by putting my name in as vice mayor, I didn't feel I was qualified, I had spoken to Greg Kerkof and encouraged him to run but he did not have any interest. Since no one else wanted the position, I put my name in.
- To address comments from the public in the past regarding north and south side. The city had offered watering station at Davidson Landing when they were installing water in town. At that time, the residents of south side said they did not want it; they did not want to pay for it.

- The city offered garbage service to residents on southside for pickup in town on Tuesday's and southside on Wednesday, the residents of South Thorne Bay said they did not want to have a bill and that they would take their own garbage to the dump.
- Playground on Southside. The city was going to put in playground equipment at Davidson Landing that they got from the school for a dollar, but residents on southside said they didn't want it because it would interfere with berry patch.
- Cleanup of Town. All cleanup the city has done in town is on their own property, not private property. The school has a cleanup day they sponsor once a year. The city participates in Adopt-a-Highway program which for Thorne Bay was put in for by Amy "AJ" Jennings. At that time, the residents of southside said they wanted to have their roads cleaned as well. So, Amy had a signup sheet for residents to adopt miles on Southside, but only two people have signed up. If you want to complain about something, do your homework, know what you're talking about.

## **8) COUNCIL COMMENTS:**

### **Hartwell commented on the following:**

- Commented on the cement float. The city needs more dock space to tie up boats, Davidson Landing Harbor is completely full right now. If it is a possibility to get this, then I say yes, we can put it between the ramp and where the cars park and people can tie up to it.

### **Jennings commented on the following:**

- How far does the concrete float up out of the water?
  - Administrator Huestis responded he did not know at this time, however, looking at the large vessel tied up to it in the photo, it wouldn't work for a small boat.
- The one in Craig is used as a breakwater and they have seigneurs tie up to it. The size of it does not look like it would work well for smaller boats.

### **Oatman commented on the following:**

- Agree that the city should pay responders.
- Inquired if the city still paid responders when they went on calls?
  - City Clerk responded that the city does pay responders \$25 for going out on a call.
  - What Victoria Anderson was wanting was that the volunteers that were on schedule be paid a stipend no matter if they have a call or not.
  - It is the city's goal to be able to pay EMT staff, but at this time there is no revenue coming in to do that. The FY23 proposed budget shows over a \$90 thousand dollar deficit as presented. It is the city's hope that the Emergency Service Coordinator will be able to apply for grant funding that would help pay responders, and eventually be able to bill insurance companies for responding to calls also.

### **Kerkof commented on the following:**

- Believe that Charles Jennings is very qualified to be Vice Mayor. I did not put my name in as Vice Mayor because I do not know the history of the community like Councilman Jennings does.

### **Burger commented on the following:**

- Vice Mayor duties are very different than that of the mayor. They sign checks, run meetings, but does not have the same responsibilities as the mayor.
- Jennings did a great job chairing the meeting when the mayor was out.

**Stram commented on the following:**

- Charles does a great job as Vice Mayor and confident in him serving as such.
- Did a wonderful job running meeting.
- In my time as Vice Mayor, I never had to run a meeting.

**Oatman commented on the following:**

- Feel that Charles does a great job as Vice Mayor. He has shown that he does his research before voting on anything and he knows what he is talking about.

**9) CONSENT AGENDA:**

a) MINUTES

- ii. Minutes of the May 17, 2022, Regular City Council Meeting, discussion and action item:

Burger moved to approve the consent agenda. Hartwell seconded the motion.

City Clerk explained there are two amendments to the minutes of May 17<sup>th</sup> which include:

1. Public Comments section under Thom Cunningham's comments, adding that "he felt and had been told by a councilmember, that the city rushed the ordinance to require a one-year experience in order to be mayor in attempt to exclude newly elected councilmembers from qualifying.

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.

- a. Councilmember Jennings commented during those meetings that he was not qualified to be mayor, then put in for the office of vice-mayor.
2. Amendment to page 6, the last sentence to read: "the damages to the excavator well exceed the City's five-thousand-dollar deductible" striking "are necessary to use the equipment again".

MOTION: Move to approve the consent agenda, Minutes of May 17, 2022, Council Meeting

F/S: Burger/Hartwell

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

NAYS: None

STATUS: Motion Passed.

**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:

Burger moved to approve Resolution 22-06-07-01. Oatman seconded the motion.

City Clerk explained that the administrative staff needed direction on how to determine lot owners for properties who are not receiving services but are on the City's waterline.

MOTION: Move to approve Resolution 22-06-07-01

F/S: Burger/Oatman

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

NAYS: None

STATUS: Motion Passed.

**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:

Burger moved to approve Ordinance 22-06-21-01. Hartwell seconded the motion. Kerkof inquired if the city had to go with AML. Clerk explained the deficit shows \$94,000.00, but 98

City Water Supervisor, Sam Sawyer, stated that the sewer would not need to order chemicals this year. Next year we will have to order them and they will be much more than usual \$240 to \$600. This year we are ok, but next year we will have an exceptionally large expense.

MOTION: Move to approve Ordinance 22-06-21-01  
F/S: Burger/Hartwell  
YEAS: Hartwell, Jennings, Oatman, Stram, Burger & Kerkof  
NAYS: None  
STATUS: Motion Passed.

- b) **Ordinance 22-06-21-02**, amending Title 10-Vehicles and Traffic, Chapter 10.20 – Parking, Standing & Stopping, Section 10.20.030 – Harbor Parking, discussion and action item:

Burger moved to approve Ordinance 22-06-21-02. Hartwell seconded the motion. Oatman requested clarification on the change being only to the hours available to park at the harbor? Huestis commented that it clarified that permit parking does not apply to the harbor parking areas, only to where it is posted. Burger explained that summer months have a higher traffic at the harbor and this amendment will clear up that parking at the harbor is only for time posted and having a parking permit does not allow someone to park in excess of the posted time limit. Oatman inquired who was responsible for fining vehicles that are in violation of the posted limit. Huestis explained it was the Harbormaster or VPSO's who have that authority. The harbormaster is right now talking with those who will be affected by this change so they are aware. There was further discussion.

MOTION: Move to approve Ordinance 22-06-21-02  
F/S: Burger/Hartwell  
YEAS: Burger, Kerkof, Oatman, Stram, Jennings & Hartwell  
NAYS: None  
STATUS: Motion Passed.

**12) CONTINUATION OF PUBLIC COMMENT:**

There were no further public comments.

**13) CONTINUATION OF COUNCIL COMMENT:**

Kerkof commented that the parking spaces at the marina needed to be restriped, they are well faded.

**14) ADJOURNMENT:**

Burger adjourned the meeting at 7:45p.m.

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Lee Burger, Mayor

ATTEST:

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Teri Feibel, CMC



Sponsor: Mayor Lee Burger  
Adoption: June 21, 2022  
Vote: \_\_\_\_ Yeas, \_\_\_\_ Nays, \_\_\_\_ Absent

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

A RESOLUTION OF THE CITY COUNCIL SUPPORTING THE REZONE OF THE GOOSE CREEK SUBDIVISION PLAT 97-66, ASLS 96-65, CURRENTLY ZONED AS INDUSTRIAL, TO RESIDENTIAL / COMMERCIAL III IN EFFORTS TO PERMIT ADDITIONAL USES ON THE PROPERTY INCLUDING RESIDENTIAL SUBDIVISION

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

**WHEREAS**, the Thorne Bay Municipal Code Chapter 17-Planning and Zoning, Section 17.04.046 – Amendments to the Zoning Title including Rezoning, sets out the procedures for rezoning property within the Thorne Bay City Limits; and

**WHEREAS**, the City Council by a non-code ordinance established the zoning for the Goose Creek Subdivision, Plat 97-66, as an Industrial Zone; and

**WHEREAS**, the current zoning of Industrial only permits living quarters as an accessory use such as a watchman's quarters, owner/operator residence or bunkhouse if applicable, and strictly prohibits residential subdivision; and

**WHEREAS**, a majority of the property within the Goose Creek Subdivision, is being used for residential uses of which are not associated with approved industrial uses; and

**WHEREAS**, the City Council believes it to be in the best interest of the City and property owners within the Goose Creek Subdivision, to amend the current zoning of Industrial and rezone as a Mixed Residential/Commercial III Zone; and

**WHEREAS**, the Residential/Commercial III permits a broader range of uses of which will not adversely affect other development within the zone; and

**WHEREAS**, the proposed rezone will not be detrimental to health or welfare of any person or property and is consistent with the Comprehensive Development Plan of the City.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council, for the City of Thorne Bay, Alaska; supports the Goose Creek Subdivision, Plat 97-66, Tract A, Blocks 1 through 6, and all lots

inclusive within the described blocks, be rezoned from Industrial Zone to Residential/Commercial III and instructs the City Clerk to begin the procedures for a rezone as set forth in the Thorne Bay Municipal Code 17.04.046- Amendments to the Zoning Title including Rezoning.

**PASSED AND APPROVED:** June 21, 2022

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Lee Burger, Mayor

ATTEST:

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Teri Feibel, CMC



Sponsor:	<u>Mayor Lee Burger</u>
Adoption:	<u>June 21, 2022</u>
Vote:	___ Yeas, ___ Nays, ___ Absent

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

A RESOLUTION OF THE CITY COUNCIL, FOR THE CITY OF THORNE BAY, AMENDING RESOLUTION 21-04-06-04 - FEE AND RATE SCHEDULES FOR ALL SALES AND SERVICES WITH CITY DEPARTMENTS

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

**WHEREAS**, Thorne Bay Municipal Code provides that all fees for city services be set forth by resolution of the City Council and shall be incorporated into the Thorne Bay Municipal Code by reference; and

**WHEREAS**, the City Council adopted the most recent fee and rate schedule through Resolution 21-04-06-04 on April 6<sup>th</sup>, 2021, and since that time the city has begun offering new services, requiring that the council establish a fee for public use of those services; and

**WHEREAS**, in preparation for the City's Fiscal Year 2023, a review of the current fee schedule was performed and it was determined that amendments were necessary within Harbor, Sewer, Streets & Roads, Solid Waste and Water departments as set forth:

- **Harbor Department:**
  - Method of calculated moorage fees
  - Increase fee for daily seaplane moorage
  - Increase fee for City Staff 'bailing' customers vessel
- **Streets Department:**
  - Increase the rate charged for rock sales
- **Sewer Department**
  - Increase sewage pump out fees
- **Solid Waste Department:**
  - Increase vehicle disposal fee
  - Change method of how tire disposals are charged
  - Establish a fee for waste oil disposal
- **Water Department:**
  - Establish a fee for use of the washdown station

**WHEREAS**, the City Council deems it in the best interest of the City of Thorne Bay to adopt the fee and rate schedule provided on pages 2 through 15 of this resolution.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Thorne Bay, Alaska, amends Resolution 21-04-06-04 and adopts the attached fee schedule for sales of goods and services within the city departments.

**PASSED AND APPROVED** June 21, 2022

ATTEST:

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Lee Burger, Mayor

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Teri Feibel, CMC

Administrative Fees		
Resolution 18-09-18-01-Adopting Administrative Fees for Harbor Changes		
Administration Fee	Admin Fee: Misc. Services Provided or Sold. Admin Fees charged at 25% of the Service/Product Cost.	25%
Advertising & Promotion	Any promotional items sold at @ cost + 25% Administrative Fee	Cost + 25%
Audio Recording	Fee charged for audio recordings of meetings. Includes time & CD.	15.00
Copy	Fees for copies \$0.25 per page.	0.25
Fax	Send/receive: \$2.50 for the first page + \$1.25 for each additional page	2.50
*Fin Charge	Finance Charges on Overdue Balance	10.5%
Impound Storage	Impound Storage per day - set by code	2.00
Impoundment Fee	Fee for impoundment of vehicle + any incidental costs (such as towing) - set by code 10.12.020	250.00
Landing Fees	Landing Fees Associated with Sales Tax	10.00
Laborer	Labor Rate per hour + benefit hourly costs	Employee wages
Laminating - SMALL	Lamination: card size \$1.00/page .	1.00
Laminating -Large	Full Page lamination - \$3.00 per page	3.00
NSF Check Fee	Non-Sufficient Funds Check Fee	25.00
Notary (Standard)	Notary Service - \$5.00 the 1 <sup>st</sup> Sign & \$3.00 ea. additional	5.00
Notary Escrow/Loans/Mortgage	Escrow/Loans/ Mortgage Notary: require additional services , printing, copying & scanning. \$100.00 flat rate	100.00
Sales Tax - City	City Sales Tax	6.0%

Animal Fees - Admin and Finance		
TBMC 6.04-Animals;		
Animal License-Not	License Fee for Un-Altered Animals	20.00
Animal License Neut.	License Fee for Neutered or Spayed Animals	10.00
Animal Tag Replacement	Replacement Tag Fee	5.00
Kennel Permit	Kennel Permit Application Fee	50.00
Animal Impound - First	First Impoundment in a twelve-month period (TBMC 6.04.060(d))	35.00
Animal Impoundment - Second	Second Impoundment in a twelve-month period (TBMC 6.04.060(d))	50.00
Animal Impoundment - Third	Third Impoundment in a twelve-month period (TBMC 6.04.060(d))	100.00
<b>Shelter Fee</b>	<b>Daily Fee for sheltering animal (over 5 days)</b>	<b>7.50- 10.00</b>
<del>Shelter Fees – over 3 days</del>	<del>Daily fees after animal sheltered more than three days</del>	<del>2.50</del>

ATV Fees		
Resolution 16-09-20-02		
ATV Flag	ATV Flag (Cost + 25% admin fee)	Cost + 25%
ATV Inspection	ATV Inspection	25.00
ATV Re-inspection	Charge applied for any re-inspection of ATV (and any motorized vehicle categorized as such)	15.00
ATV tag replacement	Replacement of registration tag.	15.00
ATV Yearly Renewal	Annual Renewal of ATV tags (come into City Hall to pick up your new sticker)	25.00

Equipment Rental		
Resolution 16-05-17-02		
All Equipment rentals must include a City Operator. Operator charge is separate from the rental rates. Rentals are contingent upon the availability of City Staff.		
Any other equipment rates that are not established herein, to be approved by City Administrator. If including operator, the cost of operator to be actual hourly rate plus all benefit at per hour rate.		
Equip. Rental: 10 Yd Dump Truck	Hourly Rates (Up to 5 hours) for 10 yard Dump Truck	110.00
Equip. Rental: 10 Yd Dump Truck	Daily Rate (Over 5 hours) for 10 yard Dump Truck	600.00
Equip. Rental: 5 Yard Dump Truck	Hourly Rates(Up to 5 hours) – 5yrd Dump Truck	100.00
Equip. Rental: 10 Yd Dump Truck	Daily Rate (Over 5 hours) for 5 yard Dump Truck	550.00
Equip. Rental: Backhoe	Backhoe -- hourly	105.00
Compactor Rental	\$20.00 per hour	20.00
Excavator	\$140.00 per hour for rental of excavator	140.00
Grader	\$120.00 per hour for rental of Grader	120.00
Loader	\$110.00 per hour for rental of Loader	110.00
Pipe Threader	\$20.00 per hour	20.00
Plate	\$90.00 per day	90.00
Plow Personal Driveways	\$60.00 each (Dependent upon availability of City Staff to plow)	\$60.00
Pressure Washer	\$35.00 per day	35.00
Sewer Snake	\$50.00 per day	50.00
Tandem Axel Trailer	\$60.00 per day	60.00
Welder	\$150.00 per day	150.00
Equip. Rental (grants)	Rate charged for rental of City Equipment for use on grant projects	110.00
<b>Equip. Operator</b>	<b>Operator charged per hour with rental of Equipment</b>	<b>45.00</b>

Fire Fees		
Resolution 09-01-20-01		
Fire Fees - Alcohol or Drug	Fire where alcohol or drugs were a factor. This REQUIRES a Fire Marshall Report (09-01-20-01(D))	1,000.00
Fire Fees - Boat Fire	Boat Fire (09-01-20-01(K))	500.00
Fire Fees - Car Fire	Car Fire (09-01-20-01(I))	200.00
Fire Fees - Careless Regard	Careless Regard for open burning resulting in Fire Dept being called out (09-01-20-01(A))	500.00
Fire Fees - Careless Smoking	Careless Smoking resulting in fire (09-01-20-01(B))	200.00
Fire Fees - Chimney Sweep	Chimney Sweep (09-01-20-01(G))	100.00
Fire Fees - Control Burn	Control Burn with fire dept. standby (09-01-20-01(F))	500.00
Fire Fees - Failure to Control	Failure to control or report a dangerous fire (09-01-20-01(C))	200.00
Fire Fees - House Fire	Structure/House Fire (09-01-20-01(H))	1,000.00
Fire Fees - Out of Control Burn	Out of control burning requiring fire engine response (09-01-20-01(E))	1,000.00
Fire Works Permit	Permit for Fireworks use other than July 4th or Dec 31st.	100.00

Harbor		
<b>Harbor Rate Amendment History:</b> Resolution 16-06-21-02 – Live aboard deposit rates Resolution 17-06-20-01 – Increased rates 5% Resolution 17-08-01-02 – Set an increase of 5% for three years (ending Sept 2020) Resolution 21-04-06-04 - Changed the way fees were calculated for harbor moorage from “per foot of boat length” to “per foot of boat length or stall size, whichever is greater”		
<b>Harbor rates are set at the rate (x) length of boat <del>or size of the stall, whichever is greater.</del></b>		
Boat Bailing	Fee for City Staff 'bailing' customers vessel	<del>25.00</del> 75.00
Boat Grid Fees daily	Boat Grid Use - daily rate.(Contracted harbor users will have free use of the grid for a max of 4 days per year)	1.00
Boat Launch Commercial	Commercial Boat Launch Fee (per Year)	350.00
Boat Launch Permit	Boat Launch Permit for the calendar year	25.00
Boat Launch Ramp Fee	Boat Launch Ramp Fee	5.00
Commuter Rate	Commuter Permit	50.00
Deposit	Harbor Deposit (two times monthly rate as charged per <del>stall or</del> boat size, <del>whichever is greater</del> - customer deposit not to exceed \$500)	2xMonthly Rate
DL - Annual Rate	Annual Contract at Davidson Landing (boat length x 12 x \$1.91) ( <del>Charged by boat length or stall size, whichever is greater</del> )	1.91
DL - Monthly Moorage	Monthly Moorage at Davidson Landing (boat length x \$2.81) ( <del>Charged by boat length or stall size, whichever is greater</del> )	2.95
DL - Six Month Contract	Six Month Moorage Contract at Davidson Landing (boat length times 6 times rate) ( <del>Charged by boat length or stall size, whichever is greater</del> )	2.32
Floatplane - yearly	Annual rate for floatplane parking \$50.00 per month	600.00
Floatplane Landing Fee	Enplaned Landing Fee (Landing @ DL or Main Harbor)	10.00
Floatplane month	Monthly Rate for Floatplane Parking	70.00
Floatplane Semi-Annual	Semi - Annual Rate for Floatplane Parking:	360.00
<b>Floatplane transient fee</b>	<b>Floatplane Fee for Overnight Parking</b>	<del>5.00</del> 20.00
Grid Water	Grid water usage (Ex. boat cleaning) w. out grid use. Non-potable water	7.00
Harbor Electric Transient Flat	Nightly Rate for transient moorage electricity use	12.00
Harbor Shower	Harbor Shower (coin operated)	0.00
<del>Hoist</del>	<del>Harbor Hoist Use – hourly</del>	<del>18.87</del>
Live-Aboard Deposit	Deposit required for harbor 'live-aboard' .(deposit is two times the monthly rate) (NOT TO EXCEED \$500.00)	2xMonthly Rate
Live-aboard fee	Live-aboard rate (Resolution 13-08-06-02) -To be set consistent with rates charged for City Utilities	
Main - Annual Rate	Annual Contract in Main Harbor (boat length times 12 times rate) ( <del>Charged by boat length or stall size, whichever is greater</del> )	1.91
Main - Monthly Moorage	Monthly Moorage in Main Harbor (boat length times rate) ( <del>Charged by boat length or stall size, whichever is greater</del> )	2.95
Main - Six Month Contract	Six Month Moorage Contract in Main Harbor (boat length times 6 times rate) ( <del>Charged by boat length or stall size, whichever is greater</del> )	2.32
Transient Moorage	Transient Moorage, per foot, per night	0.75
Service Availability Fee	Service Availability Fee for a live-aboard to keep status.(Ord. 18-05-01-01)	36.28
Pro-rated Harbor Contracts	Monthly Prorated Harbor Contracts may be granted only when used less than 10 days in any month.	

Land		
Land: Land Interest Charge	Land Interest Charge	13.0%

Miscellaneous Income		
Resolution 14-09-02-02 – Adopted fees for Public Records Copying, Certifying, Searching, CD, or DVD records.		
City Flag	City Flag	18.87
Polo Shirt w/City Seal	Polo Shirt w/City Seal	34.91
Public Records CD/DVD each	Electronic records provided on city CD/DVR	15.00
Public Records certified copy	Certified copies of public records. \$5.00 for each public record that is certified.	5.00
Public Records copying	Rate for public records. Must be paid prior to service	0.10
RV Water Sales	RV Water Sale - non-potable	7.00
RV Dump	RV Dump	7.00
Sweatshirt w/City Seal	Sweatshirt w/City Seal	37.74
T-Shirt w/City Seal	T-Shirt w/City Seal	18.87
Vest, Fleece w/City Seal	Fleece vest w/City Seal	42.45
RENTAL: TABLES/CHAIRS	Rental of tables and chairs \$5.00 per week	5.00

Parking		
Customer account total deposits not to exceed \$500, or other rate set forth by resolution		
Park & Sell permit	Park & Sell Permit (good for 30 days)	30.00
Parking Deposit - over 20'	Deposit for items over 20' in length	2xMonthly Rate
Parking Deposit under 20'	Deposit for items under 20'	2xMonthly Rate
<b>Parking-Sort Yard</b>	<b>Parking at Sort Yard</b>	<b>50.00</b>
Parking Permit-mo. - up to 20 ft	Monthly Parking Permit up to 20ft	35.00
Parking permit mo. - over 20 ft	Monthly Parking Permit 21-40 feet. Over 40' requires special approval.	60.00

Passports		
Price set by Department of State		
Passport Fees	Passport Fees	35.00
Passport Photos	Passport Photos	18.87

Rental		
Public Building Rental	Public Building Rentals: Bay Chalet Rental, Fire Hall Rental, Council Chamber Rental) \$35.00 per day.	35.00

Rock Sales		
Resolution 16-05-17-02 adopted Material Rates		
Resolution 21-04-06-01 increased rock and material fill rates each by 2 dollars and added the limit of 20 yards per person/project over a 12-month period unless used on public right of way.		

The city will sell material only when they believe there is an excess material that will not be used by the city in the near future. Amounts will be limited to 20 yards per person/project per 12-month period unless being used within a public Right-of-Way on a road or path usable by the public (determined on a case-by-case basis). **The city does not compete with local businesses; therefore, we discourage the sale of rock or fill materials when it is available from another local business.**

Rock Sales	Rock Sales per yard	<del>6.00</del> 35.00
Rock Sales: Crushed Material	Per Yard + crushing costs + road material costs.	<del>13.00</del> 35.00
Rock Sales: Fill Material	Fill Material per yard	<del>10.00</del> 35.00
Rock Sales: Structural Fill	Structural Fill per yard	<del>13.00</del> 35.00
Rock Sales: To Soil	Topsoil - per yard	<del>11.00</del> 35.00
Rock Sales: Delivery	Delivery of rock and fill materials are charged at the hourly dump truck rate established under the equipment rental rates, plus \$45 operator charge.	(see dump truck rates)

### RV Park

Resolution 12-10-15-02

Resolution 16-06-21-01 (Deposit)

Customer account total deposits not to exceed \$500, or other rate set forth by resolution

RV Park - daily	Daily Rate in RV Park	25.00
RV Park - monthly	Monthly Rate of space in RV Park.	250.00
RV Park - weekly	Weekly Rate in RV Park	150.00
RV Park Deposit - month	Monthly Rental Deposit.(2 x monthly -Not to exceed \$500)	500.00
RV Park Deposit - wk./dy	Daily Rental Deposit	2 x Daily Rate
RV Park Weekly Deposit	Weekly Rental deposit. (2 x weekly rate)	2 x Week Rate

### Sales Tax - Quarterly

Sales Tax - Late Payment Penalty	Late Payment Penalty - 6% - 15% - 25%	
Occupancy Tax	4% Occupancy Tax	4%
Sales Tax Exemption Permit	Sales Tax Exemption Permit	600.00
Senior Tax-Exempt Card	Senior Tax-Exempt Card	15.00
Senior Assistance Card	Senior Assistance Card	7.00
Senior Tax Replacement Card	Senior Tax Replacement Card	5.00

### Service Fees

Service Fee - Reconnect	Service Fee for Reconnection of water	25.00
Service Fee - Staff Dispatched	Service Fee - Staff dispatched	25.00
Service Fee - Utilities	Service Fee for reconnection of Utilities	100.00
Reconnection Fee - Solid Waste	Reconnection Fee when solid waste service temporarily shut-off by request of customer	10.00
Reconnection Fee - Sewer	Reconnection when sewer service temporarily shut-off by request of customer	10.00
Reconnection Fee - Water	Reconnection Fee when Water service temporarily shut-off by request of customer	10.00
Administrative Service Fee - Harbor Live-aboard	Reconnection Fee when "live-aboard" status is temporarily suspended by request of customer	30.00

Sewer		
<b>Sewer Rate Amendment History:</b> Resolution 19-04-16-01 amended Sewer Pump-Out Treatment fees from \$0.25 to \$0.35 per gallon		
Customer account total deposits not to exceed \$500, or other rate set forth by resolution		
Commercial Deposit	Commercial Deposit Required	2xMonthly Rate
Deposit - Sewer	Deposit for Sewer Service	2xMonthly Rate
Sewer Commercial	Commercial Sewer Rate	79.37
Sewer Prorate Res & Comm	Prorated Residential & Commercial sewer	2.65
Sewer Prorate, Senior	Senior sewer prorated (for Seniors with Grandfather Status of 50% Utility)	1.33
<b>Sewer Pump out Treatment Fee</b>	<b>Price per gallon for Sewage dump/truck pump out</b>	<b>0.35 0.45</b>
Sewer Residential	Residential Sewer Monthly Rate	79.37
Sewer Senior Rate	Senior Sewer Rate	39.69

Solid Waste		
<b>Solid Waste Rate Amendment History:</b> Resolution 20-06-16-01 Lowered rate for dump sales from \$0.18 to \$0.10 & minimum dump charge from \$8 to \$5 Resolution 13-03-05-01 – Increased dump rates from \$0.10 to \$0.18		
(Customer account total deposits not to exceed \$500, or other rate set forth by resolution)		
Commercial Cans	Commercial Solid Waste rate for 2 cans	2xMonthly Rate
Commercial Dump Sale	Commercial Dump Sale per pound	0.10
Commercial Extra Can	Rate for Extra Can pick-up	18.00
Commercial Prorate	Commercial two cans prorated	1.37
Deposit - Solid Waste	Deposit for Solid Waste Service	2xMonthly Rate
Dumpster Comm. -2xWk	Dumpster Rate 2 pick-ups/wk.	284.00
Dumpster Comm. 1xWk	Dumpster Rate - 1 pick-up/wk.	142.00
Residential Dump Sale	Residential Dump Sale per pound.(\$5.00 up to 50 lbs. (min. charge) then .10 cents per pound	0.10
Residential Garbage Extra Can	Extra Cans - Residential	18.00
Residential Garbage	Residential Garbage Monthly Rate	41.00
Residential Garbage Pro-Rated	Residential Garbage prorated	1.37
Scrap Metal	Scrap metal rate per pound	0.08
Senior Solid Waste	Senior Solid Waste Services Rate (Grandfathered 50%)	20.50
Senior Solid Waste Prorate	Senior Solid Waste prorated (Grandfathered 50%)	0.68
Tipping Fee	Tipping Fee	28.75
<b>Vehicle Disposal</b>	<b>Vehicle Flat Rate Disposal Fee</b> (if vehicles contain fluid and/or tires, they are charged at \$0.10 per pound)	<b>52.00 \$150.00</b>
<b>Vehicle Tires -No Rim</b>	<b>Vehicle/Equipment Tire Disposal Fee – Off rim (10 cents per pound)</b>	<b>0.10</b>
<b>Vehicle Tires -On Rim</b>	<b>Vehicle/Equipment Tire Disposal Fee</b> (Off rim is a flat rate charge of \$25 per tire)	<b>25.00</b>
<b>Waste Oil</b>	<b>Waste oil</b> (reusable oils) – <b>NOT HAZARDOUS</b> (\$0.10 per pound)	<b>0.10</b>

Zoning Fees		
Resolution 16-09-20-01 & 15-12-15-02		
Conditional Use Permit	Conditional Use Permit Fee	50.00
Platting Application Fee	Platting Application Fee	50.00
Public Development Fee	Public Development Application Fee	25.00
<b>Rezone Application Fee</b>	<b>Rezone Application Fee</b>	<b>50.00</b>
Subdivision Application Fee	Subdivision Application Fee	50.00
Variance Application Fee	Variance Application Fee	50.00

Water Fees		
(Customer account total deposits not to exceed \$500, or other rate set forth by resolution)		
Commercial Deposit	Commercial Account deposit required	2xMonthly Rate
Commercial Water - Excess	Commercial Water excess use per unit	15.00
Commercial Water - Metered,	Commercial Water Monthly rate - Metered	101.25
Commercial Water Prorated	Commercial Water Prorated	3.38
Deposit - Water	Deposit for Water Service	2xMonthly Rate
Drums - 55 gal.	Cost + 25% admin fee	
Residential Water - Metered	Residential Water Monthly rate - Metered	69.25
Residential Water Excess	Excess Residential Water per unit	15.00
Residential Water Pro-rated	Residential water prorated	2.31
Senior Water Pro-rated	Senior water prorated	1.16
Senior Water Rate	Senior water rate	34.63
Service Availability Fee	Service Availability Fee: charged during a temporary shut-off for stand-by and safety purposes	36.28
<b>Water Sale – Boat wash station annual</b>	<b>Water use for boat rinsing in Downtown Business District. Annual permit.</b>	<b>50.00</b>
Water Sale Bulk	Bulk Water Sales per 1000 gallons - NOT RV fill up.	15.00

**CITY OF THORNE BAY**  
Rate Schedule for City Services

Prior Amendments to City Rate Schedule include the addition of the following items:

**RESOLUTION 21-04-06-01**

➤ **Harbor Department:**

➤ **Harbor Fees:**

Changing the way fees were calculated for harbor moorage from “per foot of boat length” to “per foot of boat length or **stall size, whichever is greater**”

**Amended deposit rates** to be charged by the length of the stall and not length of the vessel as previously established:

Deposit on harbor stalls shall be set by length of the stall based on the monthly rate as follows:

Deposit Due:	50' Foot:	\$ 312.70
	37.5' Foot:	\$ 234.53
	32 Foot:	\$ 200.13
	23 Foot:	\$ 143.84
	17 Foot:	\$ 106.32

**RESOLUTION 21-04-06-01**

➤ **Administration Department:**

Adopted rates for the Rental of Tables and Chairs at \$5.00 for up to one week (\$5 includes up to 5 tables and 25 chairs)

<b><u>Table &amp; Chair Rentals</u></b>	\$5.00 per week
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**RESOLUTION 20-06-16-01**

➤ **Solid Waste Department:**

The City Council amended only the Solid Waste fee and use schedule, that was adopted in Resolution 18-09-04-01; on June 16<sup>th</sup>, 2020, in hopes that by reducing the rate for dumping per pound at the Solid Waste Facility, and increasing the days of operation, it will bring additional customers and increase overall revenues of the Solid Waste Department.

**Commercial Dump Sale**

Commercial Dump Sale per pound      ~~\$ 0.18~~      \$ 0.10

**Residential Dump Sale**

Residential Dump Sale per pound over 50lbs. ~~(\$8.00 up to 50lbs (min. charge) then .18 cents per pound plus tax)~~      ~~\$ 0.18~~      \$ 0.10

**Residential Dump Sale Minimum Charge**

Residential Dump Sale Minimum Rate \$5.00 up to 50lbs (min. charge) then .10 cents per pound plus tax      ~~\$8.00~~      \$ 5.00

#### RESOLUTION 19-04-16-01

➤ **Sewer Department:**

- **Sewage Pump out Treatment:** Increased the fees for Sewage Pump-Out Treatment from ~~\$0.25~~ to \$0.35

#### RESOLUTION 18-09-18-01

➤ **Adopting prorated fees for Harbor Contracts:**

Prior to September 2018, the Harbor service were not prorated for a portion of a month used. Resolution 18-09-18-01 amendment provided for prorated harbor rates using the following policy:

- **All harbor contracts are prorated at the monthly rate if cancelled prior to the expiration of the contract term.**
- **Use of a harbor stall for 10 days or more will be charged the full months fee and will not be prorated.**

➤ **Harbor Live-Aboard Fees:**

Established the fee charged for administrative services pertaining to the billing and recording of service changes & provided for the Harbor Live-Aboard users to pay a standby fee while not occupying the vessel, to secure their spot as a “live-aboard”.

- **Administrative Service Fee: \$30.00**
- **Live Aboard Standby Fee: \$36.28**

#### RESOLUTION 18-03-20-01

This resolution provided the following amendments to the existing rate structure:

- Removed EMS Fees – No active EMS Department
- Established Development Permit Application Fee \$25.00
- Adopted bulk water sale rate for water that was obtained from the Water Treatment plant at a rate of \$15 per thousand gallons.
- Increased Harbor Transient Electric Rate to \$12.00 from \$7.00

#### RESOLUTION 17-11-07-03

**Adopting Seaplane Moorage Fees:**

All fees are subject to City Sales Tax

- Daily \$5
- Monthly \$70
- Bi-Annual \$360
- Annual \$600

#### RESOLUTION 17-08-01-02

Amended all fee and rate schedules set forth prior to June 2017 and adopting all rates in one resolution.



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

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

OPERATING BUDGET	FY21-ACTUALS	FY22 Budget Amended	FY22 -Actual July 1, 21 - June 21, 22	FY23 Proposed Budget
Income	\$ 1,399,154.91	\$ 1,589,260.43	\$ 1,410,271.21	\$ 1,652,572.20
Expense	\$ 1,426,443.32	\$ 1,633,569.09	\$ 1,340,076.73	\$ 1,734,617.73
NET Operating Income:	\$ (27,288.41)	\$ (44,308.66)	\$ 70,194.48	\$ (82,045.53)
Class List:	Income:	Expense:	Net:	Revenue Distribution:
<i>Carryover from FY22</i>	<i>\$ 1,419,628.55</i>	<i>\$ 1,342,571.49</i>	<i>\$ 77,057.06</i>	<i>\$ 77,057.06</i>
Admin-FY23	\$ 740,025.00	\$ 443,641.74	\$ 296,383.26	\$ 296,383.26
Council-FY23	\$ 650.00	\$ 32,297.22	\$ (31,647.22)	\$ 264,736.04
PZ-FY23	\$ 1,400.00	\$ 1,162.70	\$ 237.30	\$ 264,973.34
EMS-FY23	\$ 21,500.00	\$ 29,841.05	\$ (8,341.05)	\$ 256,632.29
Fire-FY23	\$ 15,000.00	\$ 13,600.95	\$ 1,399.05	\$ 258,031.34
Harbor-FY23	\$ 116,260.00	\$ 135,566.04	\$ (19,306.04)	\$ 238,725.29
VPSO-FY23	\$ 24,500.00	\$ 35,595.20	\$ (11,095.20)	\$ 227,630.09
Library-FY23	\$ 5,300.00	\$ 10,358.90	\$ (5,058.90)	\$ 222,571.19
Parks-FY23	\$ 15,050.00	\$ 69,753.93	\$ (54,703.93)	\$ 167,867.27
RV-FY23	\$ 19,843.20	\$ 19,843.20	\$ -	\$ 167,867.27
Streets-FY23	\$ 141,150.00	\$ 266,328.96	\$ (125,178.96)	\$ 42,688.31
SW-FY23	\$ 192,212.00	\$ 273,328.37	\$ (81,116.37)	\$ (38,428.06)
Sewer-FY23	\$ 174,912.00	\$ 206,361.90	\$ (31,449.90)	\$ (69,877.96)
Water-FY23	\$ 184,770.00	\$ 196,937.57	\$ (12,167.57)	\$ (82,045.53)
			\$ -	\$ (82,045.53)
Subsidized Income from Investment Reserves Account:	\$ 82,045.53	\$ -	\$ 82,045.53	\$ -
<b>FY23 BUDGET</b>	<b>\$ 1,652,572.20</b>	<b>\$ 1,734,617.73</b>	<b>\$ (82,045.53)</b>	<b>\$ (4,988.47)</b>
<b>FY23 OPERATING INCOME/EXPENSE BUDGET:</b>			<b>-4,988.47</b>	
<b>Total Subsidized Income from Investment Reserve Account:</b>			<b>4,988.47</b>	
<b>TOTAL NET OPERATING BUDGET:</b>			<b>0.00</b>	

This operating budget shows a loss of \$82,045.53, if we have no revenue to carry forward from this FY22 year. As of June 17<sup>th</sup>, we have a profit of \$77,057.06, which, if carried over to FY23 would put our budget at a loss of only \$4,988.47. Keep in mind that this also includes the expenses totaling \$98,133.60, from enterprise accounts to a repair and replacement fund that was established to help with any future costs for repairs or replacement of equipment, buildings or grounds of the department. If we were not putting this money into a savings account, the city would show a **profit of \$16,088.07** for the FY23 Fiscal Year without calculating carryover funding from FY22.

A detailed breakdown of each department expense to their R&R Fund is provided on the Cash Balance Worksheet.

## CASH BALANCE WORKSHEET:

### CHECKING/SAVINGS BALANCES:

Occupancy (Bed) Tax:	\$	56,797.02
Sales Tax Savings (Streets)	\$	126,732.88
Sales Tax Savings (Com. Dev)	\$	168,188.51
Checking Account TFCU	\$	68,795.69
Checking Account FIRST BANK	\$	4,705.59
COMMUNITY CENTER SAVINGS	\$	7,504.89
Harbor R&R	\$	99,955.44
RV Park R&R	\$	0.00
Water UTL R&R	\$	32,285.21
Sewer UTL R&R	\$	30,584.17
Solid Waste R&R	\$	27,267.92
Streets R&R	\$	10,000.29
<b>TOTAL CHECKING/SAVING:</b>	<b>\$</b>	<b>632,817.61</b>

### INVESTMENTS MONEY MARKET/BONDS:

Values based on May 31st, 2022, Statement

Wells Fargo Money Market	\$	251,110.00
Wells Fargo Bonds & CD	\$	583,803.39
<b>Total Reserve Funds:</b>	<b>\$</b>	<b>834,913.39</b>

### QUICKBOOKS OPERATING INCOME/EXPENSE

Figures based on Cash method as of June 17, 2022

ANTICIPATED REVENUE FOR REMAINDER OF FY22:	\$	1,419,628.55
ANTICIPATED EXPENSE FOR REMAINDER OF FY22:	\$	1,342,571.49
<b>TOTAL FY23-ANTICIPATED REVENUE TO CARRY FORWARD:</b>	<b>\$</b>	<b>77,057.06</b>
<b>BALANCE SHEET (6/17/22)</b>	<b>\$</b>	<b>1,544,788.06</b>

# **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 14, 2022	FY23 Proposed Budget	COMMENTS
<b>SURPLUS INCOME</b>				
Subsidized Income	100,000.00			
<b>FEES &amp; PERMITS INCOME</b>				
Animal Fees	500.00	360.00	500.00	
ATV Fees	1,100.00	884.57	1,150.00	
Fees & Permits	350.00	395.00	700.00	
Parking Permit Income	15,165.71	13,033.63	14,500.00	
Senior Tax Cards	3,000.00	2,318.00	2,500.00	
<b>Total FEES &amp; PERMITS INCOME</b>	<b>20,115.71</b>	<b>16,991.20</b>	<b>19,350.00</b>	
<b>FINES &amp; PENALTIES</b>				
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	
<b>Total FINES &amp; PENALTIES</b>	<b>2,950.00</b>	<b>2,095.69</b>	<b>4,200.00</b>	
<b>INTEREST &amp; INVESTMENT INCOME</b>				
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
<b>Total INTEREST &amp; INVESTMENT INCOME</b>	<b>22,203.00</b>	<b>16,329.07</b>	<b>17,620.00</b>	
<b>MISCELLANEOUS INCOME</b>				
Copier/Fax	150.00	91.00	120.00	
Misc. Income	250.00	33.38	200.00	
<b>Total MISCELLANEOUS INCOME</b>	<b>400.00</b>	<b>124.38</b>	<b>320.00</b>	
<b>RENTALS &amp; LEASE INCOME</b>				
Lease of City Property	23,000.00	20,897.04	25,000.00	Does not include possible lease of Downtown Business Dist.
Rental Income	30.00	20.00	35.00	
<b>Total RENTALS &amp; LEASE INCOME</b>	<b>23,030.00</b>	<b>20,917.04</b>	<b>25,035.00</b>	
<b>SALES</b>				
Surplus Property	300.00	250.00	300.00	

<b>Total SALES</b>	<b>300.00</b>	<b>250.00</b>	<b>300.00</b>	
<b>SERVICE CHARGES</b>				
Notary/Lamination	1,000.00	923.00	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.
<b>Total SERVICE CHARGES</b>	<b>3,250.00</b>	<b>2,946.53</b>	<b>3,200.00</b>	
<b>STATE REVENUES</b>				
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
<b>Total STATE REVENUES</b>	<b>123,242.70</b>	<b>123,242.70</b>	<b>150,000.00</b>	
<b>TAX INCOME</b>				
Sales Tax	520,000.00	489,087.05	520,000.00	
<b>Total TAX INCOME</b>	<b>520,000.00</b>	<b>489,087.05</b>	<b>520,000.00</b>	
<b>Total Income</b>	<b>715,491.41</b>	<b>671,983.66</b>	<b>740,025.00</b>	

<b>Expense</b>	<b>Budget</b>	<b>Jul 1, '21 - June 14, 2022</b>	<b>FY23 Proposed Budget</b>	<b>COMMENT</b>
<b>CONTRACT SERVICES</b>				
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.
<b>Total CONTRACT SERVICES</b>	<b>22,500.00</b>	<b>18,659.52</b>	<b>20,000.00</b>	
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
Bank Service Charges	200.00	157.27	200.00	
Credit Card Merchant Fees	3,100.00	2,553.78	4,200.00	
<b>Total BANK FEES &amp; SERVICE CHARGE</b>	<b>3,300.00</b>	<b>2,711.05</b>	<b>4,400.00</b>	
Advertising and Promotion	500.00	68.93	500.00	Advertising needs would only be for when we publish in the Island Post for RFP's, or other notices.
Dues and Subscriptions	6,500.00	4,943.11	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.
<b>Total FEES/PERMITS/LICENSE EXPENS</b>	<b>10,800.00</b>	<b>8,150.89</b>	<b>10,400.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	15,500.00	15,025.64	20,324.00	AML Increased all of our coverage. You will notice this mostly in the Water and Sewer departments.
<b>Total INSURANCE EXPENSE</b>	<b>15,500.00</b>	<b>15,025.64</b>	<b>20,324.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>16,323.54</b>	<b>13,860.56</b>	<b>9,500.00</b>	
<b>OPERATING EXPENSES</b>				
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	6,262.38	6,200.00	
Internet Use	2,200.00	1,802.25	2,200.00	
Postage and Freight	7,100.00	6,546.44	3,000.00	This line item was higher due to admin recruitment and moving expenses which the council authorized of \$5,000.00. Historically we have spent around \$2300 per year. We know freight charges have increased, so I have accounted for that in this budget.
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	4,788.65	5,000.00	City phones, Long distance & Admin Cell
<b>Total OPERATING EXPENSES</b>	<b>30,150.00</b>	<b>25,634.26</b>	<b>26,350.00</b>	
<b>PAYROLL EXPENSES</b>				
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	1,215.00	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
<b>Total PAYROLL EXPENSES</b>	<b>319,016.22</b>	<b>303,156.65</b>	<b>345,767.74</b>	
<b>TRAVEL &amp; TRAINING</b>				
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	
<b>Total TRAVEL &amp; TRAINING</b>	<b>750.00</b>	<b>112.50</b>	<b>8,100.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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. I would budget some for this year to replace equipment such calculators, laminators, or other misc. equipment needs that may arise.
Vehicle Fuel	550.00	111.83	2,000.00	
<b>Total VEHICLE &amp; EQUIPMENT EXPENSE</b>	<b>16,550.00</b>	<b>14,720.29</b>	<b>3,200.00</b>	
<b>Total Expense</b>	<b>431,589.76</b>	<b>399,320.31</b>	<b>443,641.74</b>	
<b>Net Income</b>	<b>283,901.65</b>	<b>272,663.35</b>	<b>296,383.26</b>	
<b>Subsidized Income</b>	<b>\$ (296,383.26)</b>			
Local Revenue	\$ 590,025.00			
<b>State Revenues</b>	<b>\$ 150,000.00</b>			

## City Council

Income	FY22 Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENTS
<b>Subsidized Income Gen Account</b>	<b>43,026.60</b>	<b>0.00</b>	<b>31,647.22</b>	
<b>MISCELLANEOUS INCOME</b>				
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	
<b>Total MISCELLANEOUS INCOME</b>	<b>450.00</b>	<b>226.50</b>	<b>650.00</b>	
<b>Total Income</b>	<b>450.00</b>	<b>226.50</b>	<b>650.00</b>	

Expense	Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENT
<b>Election EXPENSES</b>				
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.
<b>Total ELECTION EXPENSES</b>	<b>1,750.00</b>	<b>1,673.47</b>	<b>2,159.12</b>	
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
Dues and Subscriptions	3,000.00	2,023.15	2,250.00	GoDaddy Email subscriptions for all councilmembers
<b>Total FEES/PERMITS/LICENSE EXPENSES</b>	<b>3,000.00</b>	<b>2,023.15</b>	<b>2,250.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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.
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>1,050.00</b>	<b>908.58</b>	<b>275.00</b>	

<b>MISCELLANEOUS EXPENSES</b>				
Donations	2,800.00	2,150.00	2,500.00	Annual donation to VOTEC in the amount of \$1500 for FY23 budget and future + \$1000 TB Athletics Dept.
<b>Total MISCELLANEOUS EXPENSES</b>	<b>2,800.00</b>	<b>2,150.00</b>	<b>2,500.00</b>	
<b>OPERATING EXPENSES</b>				
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.
<b>Total OPERATING EXPENSES</b>	<b>862.75</b>	<b>726.55</b>	<b>527.00</b>	
<b>PAYROLL EXPENSES</b>				
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.
<b>Total PAYROLL EXPENSES</b>	<b>18,498.99</b>	<b>15,225.55</b>	<b>23,786.10</b>	
<b>TRAVEL &amp; TRAINING</b>				
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.
<b>Total TRAVEL &amp; TRAINING</b>	<b>50.00</b>	<b>13.08</b>	<b>600.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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.
<b>Total VEHICLE &amp; EQUIPMENT EXPENSE</b>	<b>6,000.00</b>	<b>5,978.61</b>	<b>200.00</b>	
<b>Total Expense</b>	<b>34,011.74</b>	<b>29,237.24</b>	<b>32,297.22</b>	
<b>Net Income</b>	<b>-33,561.74</b>	<b>-29,010.74</b>	<b>-31,647.22</b>	
<b>Subsidized Income from Gen Account</b>			<b>31,647.22</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	
<b>Subsidized Income</b>	<b>\$ 31,647.22</b>			
Local Revenue	\$ -			
<b>State Revenues</b>	<b>\$ 600.00</b>			

## EMS

<b>Income</b>	FY22 Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENTS
<b>SUBSIDIZED INCOME</b>	<b>\$ 2,336.95</b>		<b>\$ 8,341.05</b>	
<b>STATE REVENUES</b>				
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.
<b>Total STATE REVENUES</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	
<b>FEES &amp; PERMITS INCOME</b>				
EMS Fees	0.00	0.00	0.00	
<b>Total FEES &amp; PERMITS INCOME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>MISCELLANEOUS INCOME</b>				
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
<b>Total MISCELLANEOUS INCOME</b>	<b>1,500.00</b>	<b>12.95</b>	<b>1,500.00</b>	
<b>Total Income</b>	<b>21,500.00</b>	<b>20,012.95</b>	<b>21,500.00</b>	

<b>Expense</b>	Budget	Jul 1, '21 - June 7, 22	FY23 Proposed Budget	COMMENT
<b>CONTRACT SERVICES</b>				
Contract Labor	0.00	0.00	0.00	ARPA Grant
<b>Total CONTRACT SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
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.
<b>Total FEES / PERMITS / LICENSE EXPENSE</b>	<b>315.84</b>	<b>236.88</b>	<b>0.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	3,056.00	3,056.00	3,056.00	
<b>Total INSURANCE EXPENSE</b>	<b>3,056.00</b>	<b>3,056.00</b>	<b>3,056.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				

Materials & Supplies	2,500.00	2,080.59	1,000.00	We have the ARPA grant that will purchase materials this fiscal year
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>2,500.00</b>	<b>2,080.59</b>	<b>1,000.00</b>	
<b>OPERATING EXPENSES</b>				
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
<b>Total OPERATING EXPENSES</b>	<b>3,470.00</b>	<b>2,847.49</b>	<b>2,800.00</b>	
<b>PAYROLL EXPENSES</b>				
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	1,973.00	
PAYROLL EXPENSES - Other	13,966.67	11,925.00	18,200.00	
<b>Total PAYROLL EXPENSES</b>	<b>15,773.62</b>	<b>13,525.21</b>	<b>21,185.05</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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?
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>3,550.00</b>	<b>2,215.03</b>	<b>1,800.00</b>	
<b>Total Expense</b>	<b>27,536.95</b>	<b>23,961.20</b>	<b>29,841.05</b>	
<b>Net Income</b>	<b>-6,036.95</b>	<b>-3,948.25</b>	<b>-8,341.05</b>	
<b>Subsidized Income From Gen Account</b>			<b>8,341.05</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	

## Fire

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

<b>Expense</b>	Budget	Jul 1, '21 - June 7, 22	FY23 Proposed Budget	COMMENT
<b>CONTRACT SERVICES</b>				
Contract Labor	0.00	0.00	0.00	
<b>Total CONTRACT SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>FEES/PERMITS/LICENSING EXP</b>				
Dues & Subscriptions	30.00	30.00	30.00	
<b>Total FEES/PERMITS/LICENSING</b>	<b>30.00</b>	<b>30.00</b>	<b>30.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	3,519.00	3,519.00	4,526.00	Fire equipment and building coverage

<b>Total INSURANCE EXPENSE</b>	<b>3,519.00</b>	<b>3,519.00</b>	<b>4,526.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>0.00</b>	<b>0.00</b>	<b>750.00</b>	
<b>OPERATING EXPENSES</b>				
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	
<b>Total OPERATING EXPENSES</b>	<b>4,000.00</b>	<b>3,206.83</b>	<b>6,375.00</b>	
<b>PAYROLL EXPENSES</b>				
Payroll Taxes	0.00	0.00	25.95	
Worker's Compensation	1,087.16	1,087.16	1,594.00	
PAYROLL EXPENSES - Other	0.00	0.00	150.00	
<b>Total PAYROLL EXPENSES</b>	<b>1,087.16</b>	<b>1,087.16</b>	<b>1,769.95</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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.
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>1,100.00</b>	<b>5.98</b>	<b>150.00</b>	
<b>Total Expense</b>	<b>9,736.16</b>	<b>7,848.97</b>	<b>13,600.95</b>	
<b>Net Income</b>	<b>263.84</b>	<b>2,151.03</b>	<b>1,399.05</b>	
<b>Subsidized Income From Gen Account</b>			<b>-1,399.05</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	
<b>Subsidized Income</b>	<b>\$ (1,399.05)</b>			
Local Revenue	\$ -			
<b>State Revenues</b>	<b>\$ 15,000.00</b>			

## Law Enforcement

<b>Income</b>	FY22 Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENTS
<b>SUPPLEMENTAL INCOME</b>	<b>\$ 11,828.20</b>		<b>\$ 9,145.20</b>	
<b>FINES &amp; PENALTIES</b>				
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
<b>Total FINES &amp; PENALTIES</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	
<b>MISCELLANEOUS INCOME</b>				
Misc. Income	0.00	0.00	0.00	
<b>Total MISCELLANEOUS INCOME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>STATE REVENUES</b>				
Community Aide Assistance	20,000.00	20,000.00	20,000.00	
<b>Total STATE REVENUES</b>	<b>20,000.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	
<b>SURPLUS REVENUES</b>				
Surplus Sales	1,000.00	1,000.00	4,000.00	Sale of impounded/abandoned vehicles
<b>Total TAX INCOME</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>4,000.00</b>	
<b>Total Income</b>	<b>21,500.00</b>	<b>21,000.00</b>	<b>24,500.00</b>	

<b>Expense</b>	Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENT
<b>CONTRACT SERVICES</b>				
Impound Expenses	1,250.00	925.00	1,500.00	Costs for impounding vehicles behind VPSO office.
<b>Total CONTRACT SERVICES</b>	<b>1,250.00</b>	<b>925.00</b>	<b>1,500.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	426.00	426.00	692.00	
<b>Total INSURANCE EXPENSE</b>	<b>426.00</b>	<b>426.00</b>	<b>692.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
Materials & Supplies	150.00	37.89	150.00	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>150.00</b>	<b>37.89</b>	<b>150.00</b>	
<b>OPERATING EXPENSES</b>				
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	
<b>Total OPERATING EXPENSES</b>	<b>4,575.00</b>	<b>3,393.25</b>	<b>4,000.00</b>	
<b>PAYROLL EXPENSES</b>				
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.
<b>Total PAYROLL EXPENSES</b>	<b>16,439.85</b>	<b>13,839.45</b>	<b>18,253.20</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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	
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>9,500.00</b>	<b>6,998.57</b>	<b>11,000.00</b>	
<b>Total Expense</b>	<b>32,340.85</b>	<b>25,620.16</b>	<b>35,595.20</b>	
<b>Net Income</b>	<b>-10,840.85</b>	<b>-4,620.16</b>	<b>-11,095.20</b>	
<b>Subsidized Income from Gen Account</b>			<b>11,095.20</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	
<b>Supplemental Income</b>	<b>\$ 11,095.20</b>			
Local Revenue	\$ 4,500.00			
State Revenues	\$ 20,000.00			

# Library

<b>Income</b>	FY22 Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENTS
<b>SUBSIDIZED INCOME</b>	<b>\$ 14,074.90</b>		<b>\$ 4,983.90</b>	
<b>SALES</b>				
Surplus Property	0.00	0.00	0.00	
<b>Total SALES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>STATE REVENUES</b>				
Community Aide Assistance	5,500.00	5,500.00	5,000.00	
<b>Total STATE REVENUES</b>	<b>5,500.00</b>	<b>5,500.00</b>	<b>5,000.00</b>	
<b>FEES &amp; PERMITS INCOME</b>				
Fees & Permits	0.00	0.00	0.00	
<b>Total FEES &amp; PERMITS INCOME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>MISCELLANEOUS INCOME</b>				
Copier/Fax	20.00	61.00	125.00	
Donation Income	0.00	94.00	150.00	
Misc. Income	25.00	0.00	25.00	
<b>Total MISCELLANEOUS INCOME</b>	<b>45.00</b>	<b>155.00</b>	<b>300.00</b>	
<b>Total Income</b>	<b>5,545.00</b>	<b>5,655.00</b>	<b>5,300.00</b>	

<b>Expense</b>	Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENT
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
Advertising and Promotion	0.00	0.00	0.00	
Dues and Subscriptions	0.00	0.00	0.00	
<b>Total FEES/PERMITS/LICENSE EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	1,159.23	1,159.23	1,849.00	New Library Building Insurance
<b>Total INSURANCE EXPENSE</b>	<b>1,159.23</b>	<b>1,159.23</b>	<b>1,849.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>2,250.00</b>	<b>1,280.58</b>	<b>1,700.00</b>	

<b>MISCELLANEOUS EXPENSES</b>				
Other Misc. Expenses	150.00	0.00	100.00	
<b>Total MISCELLANEOUS EXPENSES</b>	<b>150.00</b>	<b>0.00</b>	<b>100.00</b>	
<b>OPERATING EXPENSES</b>				
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
<b>Total OPERATING EXPENSES</b>	<b>1,425.00</b>	<b>4,347.55</b>	<b>3,560.00</b>	
<b>PAYROLL EXPENSES</b>				
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.
<b>Total PAYROLL EXPENSES</b>	<b>2,824.90</b>	<b>2,717.29</b>	<b>2,824.90</b>	
<b>TRAVEL &amp; TRAINING</b>				
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.
<b>Total TRAVEL &amp; TRAINING</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
Equipment Maint & Repair	200.00	0.00	75.00	
Equipment Purchase	250.00	0.00	250.00	
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>450.00</b>	<b>0.00</b>	<b>250.00</b>	
<b>Total Expense</b>	<b>11,950.45</b>	<b>9,504.65</b>	<b>10,358.90</b>	
<b>Net Income</b>	<b>-6,405.45</b>	<b>-3,849.65</b>	<b>-5,058.90</b>	
<b>Subsidized Income from Gen Account</b>			<b>5,058.90</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	
<b>Subsidized Income</b>	<b>\$ 5,058.90</b>			
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

<b>Income</b>	FY22 Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENTS
<b>SUBSIDIZED INCOME</b>	<b>\$ 14,136.13</b>		<b>\$ 54,799.93</b>	
<b>INTEREST &amp; INVESTMENT INCOME</b>				
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.
<b>Total INTEREST &amp; INVESTMENT INCOM</b>	<b>75.00</b>	<b>46.33</b>	<b>0.00</b>	
<b>MISCELLANEOUS INCOME</b>				
Misc. Income	0.00	50.00	50.00	
<b>Total MISCELLANEOUS INCOME</b>	<b>0.00</b>	<b>50.00</b>	<b>50.00</b>	
<b>SALES</b>				
Surplus Property	0.00	0.00	0.00	This would be if we surplus ATV, park equipment, maintenance equipment like a weed eater, etc.
<b>Total SALES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>STATE REVENUES</b>				
Community Aide Assistance	15,000.00	15,000.00	15,000.00	
<b>Total STATE REVENUES</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	
<b>Total Income</b>	<b>15,075.00</b>	<b>15,096.33</b>	<b>15,050.00</b>	

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

<b>OPERATING EXPENSES</b>				
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.
<b>Total OPERATING EXPENSES</b>	<b>1,925.00</b>	<b>1,256.99</b>	<b>3,050.00</b>	
<b>PAYROLL EXPENSES</b>				
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	3,451.00	AML WORK/COMP EST \$3,547.
PAYROLL EXPENSES - Other	37,632.05	33,237.65	46,696.00	
<b>Total PAYROLL EXPENSES</b>	<b>45,037.84</b>	<b>39,755.95</b>	<b>61,793.93</b>	
<b>TRAVEL &amp; TRAINING</b>				
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.
<b>Total OPERATING EXPENSES</b>	<b>76.30</b>	<b>76.30</b>	<b>0.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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	
<b>Total VEHICLE &amp; EQUIPMENT EXPENSE</b>	<b>3,950.00</b>	<b>2,787.64</b>	<b>3,650.00</b>	
<b>Total Expense</b>	<b>54,482.14</b>	<b>46,538.04</b>	<b>69,753.93</b>	
<b>Net Income</b>	<b>-39,317.14</b>	<b>-31,441.71</b>	<b>-54,703.93</b>	
<b>Subsidized Income from Gen Account</b>			<b>54,703.93</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	
<b>Subsidized Income</b>	<b>\$ 54,799.93</b>			
Local Revenue	\$ 50.00			
<b>State Revenues</b>	<b>\$ 15,000.00</b>			

## Planning & Zoning

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

<b>Expense</b>	Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENT
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
Advertising and Promotion	0.00	0.00	0.00	
<b>Total FEES / PERMITS / LICENSE EXPENSE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
Materials & Supplies	0.00	0.00	50.00	Envelopes, notepads or other misc. exp.
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>0.00</b>	<b>0.00</b>	<b>50.00</b>	
<b>OPERATING EXPENSES</b>				
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.
<b>Total OPERATING EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>75.00</b>	
<b>PAYROLL EXPENSES</b>				
Payroll Taxes	0.00	0.00	137.70	Planning Commission meets when there is business such as Conditional Use permit or Variances. Code allows for the PZ members to get paid for one meeting at month at \$25 per meeting. I am estimating that they will meet 6 times for FY23
Worker's Compensation	0.00	0.00	0.00	
PAYROLL EXPENSES - Other	0.00	0.00	900.00	
<b>Total PAYROLL EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>1,037.70</b>	
<b>Total Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>1,162.70</b>	

<b>Net Income</b>		<b>1862.00</b>	<b>1,653.00</b>	<b>237.30</b>
<b>Subsidized Income from Gen Account</b>				<b>-237.30</b>
<b>Total Operating Budget</b>				<b>0.00</b>
<b>Subsidized Income</b>	<b>\$</b>	<b>(237.30)</b>		
Local Revenue	\$	400.00		
<b>State Revenues</b>	<b>\$</b>	<b>1,000.00</b>		

## RV Park

<b>Income</b>	FY22 Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENTS
<b>SUBSIDIZED INCOME</b>	<b>\$ 8,800.00</b>			
<b>MISCELLANEOUS INCOME</b>				
Misc. Income	0.00	0.00	0.00	
<b>Total MISCELLANEOUS INCOME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>RENTALS &amp; LEASE INCOME</b>				
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.
<b>Total RENTALS &amp; LEASE INCOME</b>	<b>19,879.97</b>	<b>17,816.64</b>	<b>18,720.00</b>	
<b>STATE REVENUES</b>				
Community Aide Assistance	198.14	198.14	0.00	
<b>Total STATE REVENUES</b>	<b>198.14</b>	<b>198.14</b>	<b>0.00</b>	
<b>TAX INCOME</b>				
Sales Tax	950.00	889.00	1,123.20	
<b>Total TAX INCOME</b>	<b>950.00</b>	<b>889.00</b>	<b>1,123.20</b>	
<b>Total Income</b>	<b>21,028.11</b>	<b>18,903.78</b>	<b>19,843.20</b>	

<b>Expense</b>	Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENT
<b>CONTRACT SERVICES</b>				
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.
<b>Total CONTRACT SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
Dues and Subscriptions	75.00	75.00	75.00	Propane tank rental fee
<b>Total FEES/PERMITS/LICENSE EXPENSE</b>	<b>75.00</b>	<b>75.00</b>	<b>75.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	150.00	150.00	150.00	Trailer insurance
<b>Total INSURANCE EXPENSE</b>	<b>150.00</b>	<b>150.00</b>	<b>150.00</b>	

<b>OPERATING EXPENSES</b>				
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	
<b>Total OPERATING EXPENSES</b>	<b>1,475.00</b>	<b>1,261.03</b>	<b>2,415.00</b>	
<b>REPAIR AND REPLACEMENT FUND</b>				
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.
<b>Total REPAIR &amp; REPLACEMENT</b>	<b>0.00</b>	<b>0.00</b>	<b>17,203.20</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
Equipment Purchase	0.00	0.00	0.00	
Equipment Maint & Repair	0.00	0.00	0.00	
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expense</b>	<b>1,700.00</b>	<b>1,486.03</b>	<b>19,843.20</b>	
<b>Net Income</b>	<b>19,328.11</b>	<b>17,417.75</b>	<b>0.00</b>	
<b>Subsidized Revenue for creating a balanced budget:</b>			<b>0.00</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	
<b>Subsidized Income</b>	\$ -	<b>RV Park Repair &amp; Replacement Acct Creation</b> - 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	<b>RV PARK Repair and Replacement: Balance:</b>		
<b>State Revenues</b>	\$ -	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				This number is auto calculated based on the total net income.
	1,871.60		19,371.04	
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				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.
	65,000.00	59,349.39	65,000.00	
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	

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

<b>Expense</b>	<b>FY22 Budget</b>	<b>Jul 1, '21 - June 7, 2022</b>	<b>FY23 Proposed Budget</b>	<b>COMMENT</b>
<b>BAD DEBT</b>				
Bad Debt - Collection Accts	0.00	0.00	1,500.00	
<b>Total BAD DEBT</b>	<b>0.00</b>	<b>0.00</b>	<b>1,500.00</b>	
<b>CONTRACT SERVICES</b>				
Contract Labor	0.00	0.00	0.00	
Vehicle/Vessel Impoundment	2,500.00	2,650.00	0.00	
<b>Total CONTRACT SERVICES</b>	<b>2,500.00</b>	<b>2,650.00</b>	<b>0.00</b>	
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
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
<b>Total FEES / PERMITS / LICENSES EXPENSE</b>	<b>33.98</b>	<b>23.98</b>	<b>35.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	5,749.00	5,749.00	7,009.00	
<b>Total INSURANCE EXPENSE</b>	<b>5,749.00</b>	<b>5,749.00</b>	<b>7,009.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>4,818.05</b>	<b>5,080.33</b>	<b>2,750.00</b>	
<b>MISCELLANEOUS EXPENSES</b>				
Other Misc. Expenses	0.00	0.00	250.00	Misc. expenses not covered in other line items. Example: Coffee
<b>Total MISCELLANEOUS EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	

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
<b>Total OPERATING EXPENSES</b>	<b>15,488.13</b>	<b>14,506.35</b>	<b>21,350.00</b>	
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	3,722.00	
PAYROLL EXPENSES - Other	45,357.70	41,361.97	48,653.89	
<b>Total PAYROLL EXPENSES</b>	<b>72,988.35</b>	<b>66,453.25</b>	<b>86,146.04</b>	
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.
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>11,378.48</b>	<b>0.00</b>	<b>11,626.00</b>	
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.

<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>6,625.39</b>	<b>2,689.49</b>	<b>4,900.00</b>	
<b>Total Expense</b>	<b>119,581.38</b>	<b>97,152.40</b>	<b>135,566.04</b>	
<b>Net Income</b>	<b>-5,796.57</b>	<b>7,140.67</b>	<b>-19,306.04</b>	
<b>Subsidized Income from Gen Account</b>			<b>19,306.04</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	

<b>Subsidized Income</b>	<b>\$ 19,371.04</b>
Local Revenue	\$ 116,260.00
<b>State Revenues</b>	<b>\$ -</b>

<b>Harbor Repair &amp; Replacement Fund</b>			<b>\$99,947.10</b>
<b>Deposit's &amp; Current Balance:</b>			
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 bailing 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

<b>Income</b>	FY22 Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENTS
<b>Subsidized Income</b>	<b>37,766.39</b>	<b>0.00</b>	<b>80,263.37</b>	
<b>ENTERPRISE ACCTS</b>				
Solid Waste Fees	140,000.00	122,595.20	175,000.00	
<b>Total ENTERPRISE ACCTS</b>	<b>140,000.00</b>	<b>122,595.20</b>	<b>175,000.00</b>	
<b>INTEREST &amp; INVESTMENT INCOME</b>				
Interest Income	20.00	7.93	12.00	
<b>Total INTEREST &amp; INVESTMENT INCOME</b>	<b>20.00</b>	<b>7.93</b>	<b>12.00</b>	
<b>MISCELLANEOUS INCOME</b>				
Misc. Income	150.00	0.00	200.00	
<b>Total MISCELLANEOUS INCOME</b>	<b>150.00</b>	<b>0.00</b>	<b>200.00</b>	
<b>SALES</b>				
Surplus Property	250.00	317.00	10,000.00	Surplus vehicles, high value metals, parts, etc.
<b>Total SALES</b>	<b>250.00</b>	<b>317.00</b>	<b>10,000.00</b>	
<b>TAX INCOME</b>				
Sales Tax	5,050.00	4,510.13	7,000.00	
<b>Total TAX INCOME</b>	<b>5,050.00</b>	<b>4,510.13</b>	<b>7,000.00</b>	
<b>TOTAL INCOME</b>	<b>145,470.00</b>	<b>127,430.26</b>	<b>192,212.00</b>	
<b>Expense</b>	Budget	Jul 1, '21 - June 7, 2022	FY23 Proposed Budget	COMMENT
<b>CONTRACT SERVICES</b>				
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.
<b>Total CONTRACT SERVICES</b>	<b>7,500.00</b>	<b>6,980.00</b>	<b>5,000.00</b>	
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
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.

<b>Total FEES/PERMITS/LICENSE EXPENSE</b>	<b>4,350.00</b>	<b>1,194.87</b>	<b>3,950.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	2,004.00	2,004.00	2,941.00	
<b>Total INSURANCE EXPENSE</b>	<b>2,004.00</b>	<b>2,004.00</b>	<b>2,941.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>5,950.00</b>	<b>5,200.24</b>	<b>4,500.00</b>	
<b>MISCELLANEOUS EXPENSES</b>				
Misc. Expenses	125.00	0.00	200.00	
<b>Total MISCELLANEOUS EXPENSES</b>	<b>125.00</b>	<b>0.00</b>	<b>200.00</b>	
<b>OPERATING EXPENSES</b>				
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.
<b>Total OPERATING EXPENSES</b>	<b>13,550.00</b>	<b>11,407.93</b>	<b>26,550.00</b>	
<b>PAYROLL EXPENSES</b>				
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	7,190.00	
PAYROLL EXPENSES - Other	100,323.98	87,889.73	110,957.79	
<b>Total PAYROLL EXPENSES</b>	<b>147,873.23</b>	<b>134,608.01</b>	<b>176,466.17</b>	
<b>REPAIR &amp; REPLACEMENT ENTERPRISE</b>				
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.
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>14,547.00</b>	<b>0.00</b>	<b>19,221.20</b>	
<b>TRAVEL &amp; TRAINING</b>				
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
<b>Total TRAVEL &amp; TRAINING</b>	<b>254.14</b>	<b>254.14</b>	<b>1,000.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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)
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>32,000.00</b>	<b>27,432.76</b>	<b>33,500.00</b>	
<b>Total Expense</b>	<b>228,153.37</b>	<b>189,081.95</b>	<b>273,328.37</b>	
<b>Net Income</b>	<b>-82,683.37</b>	<b>-61,651.69</b>	<b>-81,116.37</b>	
<b>Subsidized Income from Gen Account</b>			<b>81,116.37</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	

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
<b>SUBSIDIZED INCOME</b>	139,310.36	100,000.00	<b>129,872.96</b>	
<b>FEES &amp; PERMITS INCOME</b>				
Fees & Permits	0.00	0.00	0.00	
<b>Total FEES &amp; PERMITS INCOME</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>INTEREST &amp; INVESTMENT INCOME</b>				
Interest Income	45.00	37.75	0.00	Interest received from Savings Fund
<b>Total INTEREST &amp; INVESTMENT INCOME</b>	<b>45.00</b>	<b>37.75</b>	<b>0.00</b>	<b>MOVED TO ITS OWN CLASS - ZERO FOR FY23</b>
<b>RENTALS &amp; LEASE INCOME</b>				
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.
<b>Total RENTALS &amp; LEASE INCOME</b>	<b>500.00</b>	<b>31.50</b>	<b>25,000.00</b>	
<b>SALES</b>				
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
<b>Total SALES</b>	<b>0.00</b>	<b>142.45</b>	<b>21,150.00</b>	
<b>STATE REVENUES</b>				
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
<b>Total STATE REVENUES</b>	<b>91,911.94</b>	<b>91,911.94</b>	<b>95,000.00</b>	
<b>Total Income</b>	<b>92,456.94</b>	<b>92,123.64</b>	<b>141,150.00</b>	

<b>Expense</b>	<b>Budget</b>	<b>Jul 1, '21 - June 7, 2022</b>	<b>FY23 Proposed Budget</b>	<b>COMMENT</b>
<b>CONTRACT SERVICES</b>				
Contract Labor	30,000.00	26,257.00	30,000.00	OVK Regular Street Main Contract
<b>Total CONTRACT SERVICES</b>	<b>30,000.00</b>	<b>26,257.00</b>	<b>30,000.00</b>	
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
Dues and Subscriptions	700.00	551.88	650.00	
Fees Permits & Licensing Exp	125.00	231.88	300.00	
<b>Total FEES / PERMITS / LICENSE EXPENSE</b>	<b>825.00</b>	<b>783.76</b>	<b>950.00</b>	
<b>INSURANCE EXPENSE</b>				
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
<b>Total INSURANCE EXPENSE</b>	<b>12,371.96</b>	<b>12,371.96</b>	<b>6,606.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
Materials & Supplies	7,500.00	6,282.46	12,500.00	Cold patch, cement, signs, culverts
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>7,500.00</b>	<b>6,282.46</b>	<b>12,500.00</b>	
<b>MISCELLANEOUS EXPENSES</b>				
Other Misc. Expenses	250.00	20.00	0.00	
<b>Total MISCELLANEOUS EXPENSES</b>	<b>250.00</b>	<b>20.00</b>	<b>0.00</b>	
<b>OPERATING EXPENSES</b>				
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	
<b>Total OPERATING EXPENSES</b>	<b>11,050.00</b>	<b>8,974.06</b>	<b>11,950.00</b>	
<b>PAYROLL EXPENSES</b>				
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	5,818.00	Employee James Taylor + 2 Project
<b>PAYROLL EXPENSES - Other</b>	<b>76,888.89</b>	<b>72,786.51</b>	<b>66,418.32</b>	

<b>Total PAYROLL EXPENSES</b>	<b>123,896.61</b>	<b>117,022.54</b>	<b>112,901.96</b>	
<b>REPAIR &amp; REPLACEMENT ENTERPRISE</b>				
Streets Repair Funds	0.00	0.00	14,115.00	10% of income excluding subsidized funding. (Increased from \$15,500)
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>0.00</b>	<b>0.00</b>	<b>14,115.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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.
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>27,650.00</b>	<b>15,891.01</b>	<b>82,000.00</b>	
<b>Total Expense</b>	<b>213,543.57</b>	<b>187,602.79</b>	<b>266,328.96</b>	
<b>Net Income</b>	<b>-121,086.63</b>	<b>-95,479.15</b>	<b>-125,178.96</b>	
<b>Subsidized Income from Gen Account</b>			<b>125,178.96</b>	
<b>Total Operating Budget</b>	<b>0.00</b>			
<b>Subsidized Income</b>	<b>129,872.96</b>			
Local Revenue	46,150.00			
<b>State Revenues</b>	<b>95,000.00</b>			

# 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	

<b>Total MATERIALS &amp; SUPPLIES</b>	<b>4,000.00</b>	<b>2,692.38</b>	<b>4,500.00</b>	
<b>MISCELLANEOUS EXPENSES</b>				
Other Misc. Expenses	5,600.00	5,600.00	0.00	
<b>Total MISCELLANEOUS EXPENSES</b>	<b>5,600.00</b>	<b>5,600.00</b>	<b>0.00</b>	
<b>OPERATING EXPENSES</b>				
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	
<b>Total OPERATING EXPENSES</b>	<b>47,408.15</b>	<b>44,341.34</b>	<b>57,150.00</b>	
<b>PAYROLL EXPENSES</b>				
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	2,938.00	
PAYROLL EXPENSES - Other	52,279.89	48,623.83	50,999.60	
<b>Total PAYROLL EXPENSES</b>	<b>78,392.79</b>	<b>72,631.33</b>	<b>78,048.70</b>	
<b>REPAIR &amp; REPLACEMENT ENTERPRISE</b>				
Sewer Repair and Replacement	16,431.00	0.00	17,491.20	10% of income excluding subsidized funding. (Increased from \$15,500)
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>16,431.00</b>	<b>0.00</b>	<b>17,491.20</b>	
<b>TRAVEL &amp; TRAINING</b>				
Training	150.00	0.00	250.00	
Travel	50.00	0.00	250.00	Fuel reimbursement for travel to VOCTEC for Trainings
<b>Total TRAVEL &amp; TRAINING</b>	<b>200.00</b>	<b>0.00</b>	<b>500.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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)
				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
Equipment Purchase	20,000.00	3082.35	5,000.00	
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
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>24,750.00</b>	<b>6,838.95</b>	<b>17,250.00</b>	
<b>Total Expense</b>	<b>203,228.44</b>	<b>157,606.35</b>	<b>206,361.90</b>	
<b>Net Income</b>	<b>-39,813.44</b>	<b>5,004.11</b>	<b>-31,449.90</b>	
<b>Subsidized Income from Gen Account</b>				<b>31,449.90</b>
<b>Total Operating Budget</b>				<b>0.00</b>
<b>Subsidized Income</b>	<b>31,679.90</b>	<b>Sewer Repair &amp; Replacement Fund Balances:</b>		
Local Revenue	174,912.00	FY22 Deposit	16,431.00	\$47,012.61
<b>State Revenues</b>	<b>0.00</b>	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
<b>Subsidized Income</b>		<b>22,543.80</b>		<b>20,986.57</b>	
<b>ENTERPRISE ACCTS</b>					
Water Fees		162,000.00	142,112.43	160,000.00	
<b>Total ENTERPRISE ACCTS</b>		<b>162,000.00</b>	<b>142,112.43</b>	<b>160,000.00</b>	
<b>INTEREST &amp; INVESTMENT INCOME</b>					
Interest Income		20.00	11.24	20.00	
<b>Total INTEREST &amp; INVESTMENT INCOME</b>		<b>20.00</b>	<b>11.24</b>	<b>20.00</b>	
<b>RENTAL &amp; LEASE INCOME</b>					
Equipment Rental		250.00	100.00	200.00	
<b>Total RENTALS &amp; LEASE INCOME</b>		<b>250.00</b>	<b>100.00</b>	<b>200.00</b>	
<b>SALES</b>					
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.
<b>Total SALES</b>		<b>600.00</b>	<b>250.00</b>	<b>600.00</b>	
<b>SERVICE CHARGES</b>					
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.
<b>Total SERVICE CHARGES</b>		<b>13,350.00</b>	<b>11,149.65</b>	<b>16,450.00</b>	
<b>TAX INCOME</b>					
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.
<b>Total TAX INCOME</b>		<b>5,680.00</b>	<b>5,659.24</b>	<b>7,500.00</b>	
<b>Total Income</b>		<b>181,900.00</b>	<b>159,282.56</b>	<b>184,770.00</b>	

<b>Expense</b>	<b>Budget</b>	<b>Jul 1, '21 - June 7, 2022</b>	<b>FY23 Proposed Budget</b>	<b>COMMENT</b>
<b>CONTRACT SERVICES</b>				
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.
<b>Total CONTRACT SERVICES</b>	<b>2,000.00</b>	<b>1,907.00</b>	<b>1,750.00</b>	
<b>FEES / PERMITS / LICENSE EXPENSE</b>				
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.
<b>Total FEES / PERMITS / LICENSE EXPENSE</b>	<b>8,150.00</b>	<b>6,964.77</b>	<b>6,000.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	12,639.00	12,639.00	16,194.00	AML increased the insurance on our water plant by \$6million dollars. We are appealing this as the actual increase in value was \$2 million.
<b>Total INSURANCE EXPENSE</b>	<b>12,639.00</b>	<b>12,639.00</b>	<b>16,194.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>17,000.00</b>	<b>13,248.77</b>	<b>13,500.00</b>	
<b>MISCELLANEOUS EXPENSES</b>				
Misc. Expenses	0.00	0.00	750.00	For unforeseen expenses that are not covered under other line items
<b>Total MISCELLANEOUS EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>750.00</b>	
<b>OPERATING EXPENSES</b>				
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.
<b>Total OPERATING EXPENSES</b>	<b>34,250.00</b>	<b>31,408.02</b>	<b>31,640.00</b>	
<b>PAYROLL EXPENSES</b>				
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	3,217.00	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	
<b>Total PAYROLL EXPENSES</b>	<b>100,204.26</b>	<b>91,722.80</b>	<b>92,126.57</b>	
<b>REPAIR &amp; REPLACEMENT ENTERPRISE</b>				
Water Repair and Replacement	17,915.00	0.00	18,477.00	10% of estimated revenues (not including subsidized funding)
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>17,915.00</b>	<b>0.00</b>	<b>18,477.00</b>	
<b>TRAVEL &amp; TRAINING</b>				
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
Travel	50.00	0.00	250.00	

				VOC TEC.
<b>Total TRAVEL &amp; TRAINING</b>	<b>200.00</b>	<b>0.00</b>	<b>500.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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	
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>11,000.00</b>	<b>7,226.27</b>	<b>16,000.00</b>	
<b>Total Expense</b>	<b>203,358.26</b>	<b>165,116.63</b>	<b>196,937.57</b>	
<b>Net Income</b>	<b>-21,458.26</b>	<b>-5,834.07</b>	<b>-12,167.57</b>	<b>This deficit is 93% caused by the "Repair and Replacement" Expense of \$18.5k</b>
<b>Subsidized Income from Gen Account</b>		<b>20,986.57</b>		<b>12,167.57</b>
<b>Total Operating Budget</b>		<b>0.00</b>		

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



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 21<sup>st</sup> 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)



ORDINANCE 22-07-05-01  
CITY OF THORNE BAY

Introduction: June 21, 2022  
Public Hearing: July 5, 2022  
Vote: \_\_\_ Yeas, \_\_\_ Nays, \_\_\_ Absent

AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, AMENDING THORNE BAY MUNICIPAL CODE (TBMIC), TITLE 2 – ADMINISTRATION & PERSONNEL, CHAPTER 2.08 – MAYOR, SECTION 2.08.020 – VICE MAYOR, ADDING SECTION 2.08.025 – MAYOR PRO TEMPORE

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 the time for appointing a Vice Mayor and providing for a Mayor Pro-Tempore to serve during the absence of a Mayor and Vice Mayor. The change would allow a councilmember who may have run for Mayor and not be elected, to be considered for Vice Mayor.

**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 Sections of 2.08.020 & 2.08.025 are hereby amended and shall read as written on page 2, 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 2.08.020 – Vice Mayor and 2.08.025 – Mayor Pro-Tempore, are 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 5<sup>th</sup> day of July 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

**ADDITIONS ARE IN BLUE AND CAPITALIZED**

~~Deletions are red and stricken~~

**AMENDMENT OF SECTIONS:**

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**2.08.020 VICE MAYOR.**

The council shall meet on the first Monday after certification of each **MAYORAL ELECTION OR** general election **ON NON-MAYORAL ELECTION YEARS** and shall elect a councilmember to serve as Vice Mayor. The term of the office of Vice Mayor shall be annual, beginning on the first Monday after certification of the **MAYORAL OR** general election. ~~The Vice Mayor shall exercise all the duties and powers of mayor until the mayor takes office.~~ Should the mayor be temporarily absent, disabled or unable to act, the Vice Mayor shall preside at council meetings and sign documents on the city's behalf, upon council authorization or as otherwise authorized by municipal code, until the mayor resumes his official duties. (Ord. 96-23 §5(part), 1996) (Ordinance 05-09-06-04)

**2.08.025 MAYOR PRO TEMPORE**

**ON MAYORAL ELECTION YEARS, THE COUNCIL SHALL MEET ON THE FIRST MONDAY AFTER CERTIFICATION OF THE GENERAL ELECTION AND SHALL APPOINT ONE COUNCILMEMBER TO SERVE AS MAYOR PRO TEMPORE. THE MAYOR PRO TEMPORE TAKES OFFICE IMMEDIATELY AND SHALL EXERCISES THE POWERS AND DUTIES OF MAYOR UNTIL THE PERMANENT MAYOR TAKES OFFICE.**