

AGENDA

FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR THE
CITY OF THORNE BAY, ALASKA
TUESDAY, JUNE 20, 2023

TIME: 6:30 p.m.

THERE WILL BE A WORKSHOP BEGINNING AT 6:00PM

LOCATION: IN PERSON AT CITY HALL or 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:
- 7) DEPARTMENT REPORTS:
 - a) Water Operator Report
 - b) EMS Report
- 8) PUBLIC COMMENTS:
- 9) COUNCIL COMMENTS:
- 10) CONSENT AGENDA:
 - a) MINUTES
 - i. [Minutes of the June 13, 2023, Regular City Council Meeting, discussion and action item:](#)
- 11) NEW BUSINESS:
 - a) Water rates & Usage; Discussion item only
 - b) Cemetery; Discussion item only
 - c) RV Park; Discussion item only
- 12) ORDINANCES FOR PUBLIC HEARING:
 - a) [Ordinance 23-06-20-01](#): An Ordinance of The City Council for The City Of Thorne Bay, Alaska; Providing For The Establishment Of The Budget For The City Of Thorne Bay, Fiscal Year 2024, July 1, 2023 -June 30, 2024, Anticipated Revenues And Expenditures, discussion and action item:
- 13) ORDINANCES FOR INTRODUCTION:
- 14) CONTINUATION OF PUBLIC COMMENT:
- 15) CONTINUATION OF COUNCIL COMMENT:
- 16) ADJOURNMENT:

POSTED: June 16th, 2023

Minutes

FOR THE SPECIAL MEETING
OF THE CITY COUNCIL FOR THE
CITY OF THORNE BAY, ALASKA
TUESDAY, JUNE 13TH, 2023

TIME: 6:30 p.m.

THERE WAS A WORKSHOP BEGINNING AT 6:00PM

1) **CALL TO ORDER:**

Mayor Burger called the meeting to order at 6:30 pm

2) **PLEDGE TO FLAG:**

The Council and Audience stood for the pledge to the flag.

3) **ROLL CALL:**

Those Present were Burger, Hartwell, Jennings, LaVoie, Stram, & Oatman

Those Excused were: Nyquest.

4) **APPROVAL OF AGENDA:**

Burger moved to approve the agenda. Hartwell seconded, no further discussion.

MOTION: Move to approve the agenda
F/S: Burger/Hartwell
YEAS: Hartwell, Stram, Oatman, Jennings, LaVoie, Burger
NAYS: None
Excused: Nyquest
STATUS: Motion Passed

5) **MAYOR'S REPORT: No significant report.**

6) **ADMINISTRATIVE REPORTS:**

a) **City Administrator:**

- i. Wrapped up the project with OVK after running into issues with various agencies. Weren't able to finish the culvert due to possible cultural resources. Before the road is paved, fill is to be added. As far as RAC, money was spent and the road was completed and now is working on a closeout report. Sought \$15,000 to fix the exposed logs and dip out by the dump, should be finished by tomorrow. D-1 is going on and will be compacted tomorrow.
- ii. Working with Josh Reid to get Southside Road brush cut to fix visibility issues. He will give a quote and proposal. Verbally he quoted \$2000/mile for both sides of the road. OVK, for just insurance is \$750 because of the projectiles. Josh's quote includes flagging, and we will probably move forward with that.
- iii. Firehall has been leaking for years and years in the roof and walls and the ceiling was falling down into the office. Tried to get city employees to look at the work and they found a lot of mold and rotten members. Discussed with the Mayor the hiring of Mike Huestis who was contracted to build the library deck. Originally, we were talking only about replacing the screws in the roofing to solve the leaking issues. He found rust around the entire screw areas and after inspecting the siding, there was rust throughout. Potentially faulty siding. Received quotes from Madison and Clowar to replace the siding and roof. Possible need to reframing due to carpenter ants. Plan to use ARPA fire funds to restore the firehall before it completely rots out like the Bay Chalet. Mike will be a Temporary Project Employee. Decision on materials and colors will need to be made.

- **Stram questioned:** Did we get the grant for the road work?
 - iv. **Huestis replied:** State was supposed to meet on the 29th of May but within the last week they decided that they had so much interest they postponed the meeting until the 10th of July.

7) PUBLIC COMMENTS:

- a) **Sean McRea:** I read in the workshop the following sections of Title 18 in the workshop earlier:
 - i. 18.30.100; 18.30.103, 18.30.105, 18.30.106, 18.30.108, 18.20.090
- b) These are all fees and violations for various harbor issues. There is no fee schedule for a commuter pass.
 - i. June 9th brought the boat in to harbor and parked in commuter parking. Returned to boat to a notice that said he needed a commuter pass for parking in the commuter parking area. No fees for commuter pass, but there were other fee schedules. Paid at the city for a commuter fee. Strongly encourage a commuter fee in the municipal code in chapter 18. Was treated very fairly by Jake and Lisa

No further comments

8) COUNCIL COMMENTS:

- a) **Oatman** commented on Sean's PC: how does he pay for a commuter pass if there is nothing in the code?
- b) **Burger:** in previous conversation, it was a no fee for a 8-9 hr. period.
- c) **Jennings:** originally set up as a no fee. Got input from other cities as well to create this.
- d) **Hartwell:** It's not in the title 18.
- e) **Teri Feibel:** Fee was established by resolution by the council \$50/yr. It's in the resolution but not in the code. Could amend the code so that it shows the fee amount.
- f) **Burger:** Running errands would be way under the amount of time for moorage, needs follow up.
- g) **Hartwell:** What's the fee for using the fish station?
- h) **Jennings:** There isn't one, but you can't leave your boat tied up there.

There was no further discussion.

9) CONSENT AGENDA:

- a) MINUTES
 - i. Minutes of the May 16th, 2023, Regular City Council Meeting, discussion and action item:

Burger moved to approve the consent agenda Minutes of May 16th Regular City Council Meeting. Hartwell seconded the motion. There was no further discussion.

MOTION: Move to approve the consent agenda consisting of the May 16, 2023, Minutes

F/S: Burger/Hartwell

YEAS: Hartwell, Stram, Oatman, Jennings, LaVoie, Burger

NAYS: None

Excused: Nyquest

STATUS: Motion Passed

10) **ORDINANCE FOR PUBLIC HEARING:**

- a) [Ordinance 23-06-06-01](#), AN ORDINANCE OF THE CITY COUNCIL FOR THE CITY OF THORNE BAY, ALASKA, AMENDING TITLE 17-ZONING, CHAPTER 17.04-PLANNING AND ZONING, SECTION 17.04.025-MIXED RESIDENTIAL/COMMERCIAL II ZONE, SUBSECTION (B) USES CONSIDERED IN MIXED RESIDENTIAL/COMMERCIAL II ZONE WITH CONDITIONAL USE PERMITTING.

Burger moved to approve the agenda. Oatman seconded the motion.

Discussion as follows:

Oatman: Inquired if the ordinance covered all of Thorne Bay or was exclusive to Southside.

Burger: There are zones, we would need another ordinance change to strike it from all zones.

Hartwell: Would like to amend it to say all of Thorne Bay "Allow Roosters in All of Thorne Bay"

Discussion followed on the procedures to change the code for all zones. Teri Feibel overviewed the process due to the inclusion of multiple zones.

MOTION: Move to approve Ordinance 23-06-06-01

F/S: Burger/Oatman

YEAS: Stram, Oatman, Jennings, LaVoie, Burger

NAYS: Hartwell

Excused: Nyquest

STATUS: Motion Passed

11) **ORDINANCE FOR INTRODUCTION:**

- a) [Ordinance 23-06-20-02](#), 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 2024, JULY 1, 2023 -JUNE 30, 2024, ANTICIPATED REVENUES AND EXPENDITURES

Burger moved to approve the Ordinance 23-06-21-02. Hartwell seconded the motion. Discussion as follows:

Hartwell: Living document that could be changed throughout the year.

Teri Feibel: had to change a few numbers that were originally printed. Originally, we thought that we would make a higher profit. It could be higher or lower, but we don't know. The updated figures on your cover page show that there is a loss of \$70,000, but as a note, that includes the \$80,000 of R&R. Each Dept with R&R has a budget line that removes a certain amount to save for R&R. The number may change in the future. This is a introductory budget and the next one will be the adoption and discussion. Meet Caitlyn with questions during office hours.

MOTION: Move to approve the Ordinance 23-06-20-02

F/S: Burger/Hartwell

YEAS: Hartwell, Stram, Oatman, Jennings, LaVoie, Burger

NAYS: None

Excused: Nyquest

STATUS: Motion Passed

12) **CONTINUATION OF PUBLIC COMMENT:**

- a) **Laura Jennings:** Commented on Teri Feibel still working for the City, and inquired if her contract had been extended past the original 6-month period.

13) **CONTINUATION OF COUNCIL COMMENT:**

- a) **Hartwell:** Explained he voted no on the rooster ordinance because he wanted all of Thorne Bay to be included in owning roosters.
- b) **Oatman:** Teri's contract should be brought forward, and it should be voted on.
- c) **Jennings:** Originally, we voted on a 6-month contract for training purposes. Feels the council should have been notified and it should be discussed.
- d) **Stram:** Appreciate all the road work done out there, it looks really nice.

14) **ADJOURNMENT:** Mayor Adjourned at 7:07pm

ATTEST:

Lee Burger, Mayor

Caitlyn Sawyer, City Clerk/Treasurer



ORDINANCE 22-06-21-02
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 2024, JULY 1, 2023 -JUNE 30, 2024, 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, 2023, to June 30, 2024*, 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, 2023, to June 30, 2024, 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 20, 2023

Lee Burger, Mayor

ATTEST

Caitlyn Sawyer, City Clerk

<u>OPERATING BUDGET</u>	<u>FY22 Actuals</u>	<u>FY23 Budget</u>	<u>FY23 Actuals</u>	<u>Proposed FY24 Budget</u>
Income	\$ 1,450,581.35	\$ 1,652,572.20	\$ 1,610,024.30	\$ 1,619,612.00
Expense	\$ 1,450,960.51	\$ 1,736,593.73	\$ 1,503,187.05	\$ 1,792,202.39
Prior Year Carryover \$				\$ 106,837.25
NET Operating Income:	\$ (379.16)	\$ (84,021.53)	\$ 106,837.25	\$ (65,753.14)
<u>Class List:</u>	<u>Income:</u>	<u>Expense:</u>	<u>Net:</u>	<u>Revenue Distribution:</u>
<i>Carryover from FY23</i>	<i>\$ 1,610,024.30</i>	<i>\$ 1,503,187.05</i>	<i>\$ 106,837.25</i>	<i>\$ 106,837.25</i>
Admin-FY24	\$ 753,840.00	\$ 459,244.49	\$ 294,595.51	\$ 401,432.76
Council-FY24	\$ 600.00	\$ 40,981.32	\$ (40,381.32)	\$ 361,051.44
PZ-FY24	\$ 212.00	\$ 812.70	\$ (600.70)	\$ 360,450.74
EMS-FY24	\$ 25,500.00	\$ 40,213.90	\$ (14,713.90)	\$ 345,736.84
Fire-FY24	\$ 13,600.00	\$ 13,602.95	\$ (2.95)	\$ 345,733.89
Harbor-FY24	\$ 117,385.00	\$ 126,663.46	\$ (9,278.46)	\$ 336,455.44
VPSO-FY24	\$ 23,000.00	\$ 38,153.20	\$ (15,153.20)	\$ 321,302.24
Library-FY24	\$ 6,025.00	\$ 12,838.78	\$ (6,813.78)	\$ 314,488.46
Parks-FY24	\$ 21,750.00	\$ 55,893.90	\$ (34,143.90)	\$ 280,344.56
RV-FY24	\$ 18,400.00	\$ 18,400.00	\$ -	\$ 280,344.56
Streets-FY24	\$ 109,150.00	\$ 296,742.58	\$ (187,592.58)	\$ 92,751.98
SW-FY24	\$ 182,500.00	\$ 257,020.29	\$ (74,520.29)	\$ 18,231.69
Sewer-FY24	\$ 166,500.00	\$ 198,110.51	\$ (31,610.51)	\$ (13,378.82)
Water-FY24	\$ 181,150.00	\$ 233,524.32	\$ (52,374.32)	\$ (65,753.14)
		\$ -	\$ -	\$ (65,753.14)
				\$ (65,753.14)
FY24 BUDGET	\$ 1,619,612.00	\$ 1,792,202.39	\$ 106,837.25	\$ (65,753.14)
FY24 OPERATING INCOME/EXPENSE BUDGET:			-65,753.14	
Total Subsidized Revenues from Reserve Account			65,753.14	
TOTAL NET OPERATING BUDGET:			0.00	
Total Repair & Replacement Expense:			\$ 87,721.39	

This operating budget shows a loss of \$70,888.80, however, this includes the expense of \$87,721.39, from the enterprise accounts to a repair and replacement fund that was established to help with any future costs associated with the repair or replacement of equipment, buildings or grounds of the department. If we were not put this money into a savings account, the city would have shown a surplus of \$21,968.26, for the FY24 Fiscal Year. A detailed breakdown of each department expense to their R&R Fund is as follows:

Repair & Replacement Account Deposits for FY24	
Water Repair & Replacement	15,188.33
Sewer Repair & Replacement	15,394.87
Solid Waste Repair & Replacement	19,300.88
RV Park Repair & Replacement	15,385.00
Harbor Repair & Replacement	11738.5
Streets & Roads Repair & Replacement	10,713.82
Total R&R FY24	87,721.39

CARRYOVER FUNDING:

CHECKING/SAVINGS BALANCES:

Values based on June 08, 2023, Account Statement

Checking Account TFCU	\$90,183.60
Playground Savings	\$2,006.50
Community Center Savings	\$7,511.48
TOTAL CHECKING/SAVING:	\$99,701.58

OCCUPANCY TAX BALANCES:

Values based on June 16, 2023, Account Statement

OCC TAX EMS/FIR	\$12,829.63
OCC TAX TOURISM	\$12,954.71
OCC TAX PARKS	\$11,332.00
OCC TAX HARBOR	\$26,835.66
Anticipated Deposits after June 30	
Total Occupancy Tax Funds:	\$63,952.00

SALES TAX BALANCES:

Values based on June 16, 2023, Account Statement

60% STREETS & ROADS SALES TAX	\$81,511.01
40% COMMUNITY DEVELOPMENT SALES TAX	\$139,068.70
Anticipated Deposits after June 30	
Total Sales Tax Funds:	\$220,579.71

REPAIR AND REPLACEMENT ACCOUNT BALANCES:

Values based on June 16, 2023, Account Statement

HARBOR R&R	\$107,112.54
RV PARK R&R	\$ 14,741.58
WATER UTL R&R	\$48,256.39
SEWER UTL R&R	\$46,881.71
SOLID WASTE R&R	\$40,119.38
STREETS R&R	\$24,134.72
Anticipated Deposits after June 30	\$ 87,721.39
Total Repair & Replacement Funds:	\$368,967.71

INVESTMENTS MONEY MARKET/BONDS:

Values based on May 31st, 2023, Statement

Wells Fargo Money Market	\$259,596.31
Wells Fargo Bonds & CD	\$608,379.08
Total Investment Reserve Funds:	\$867,975.39

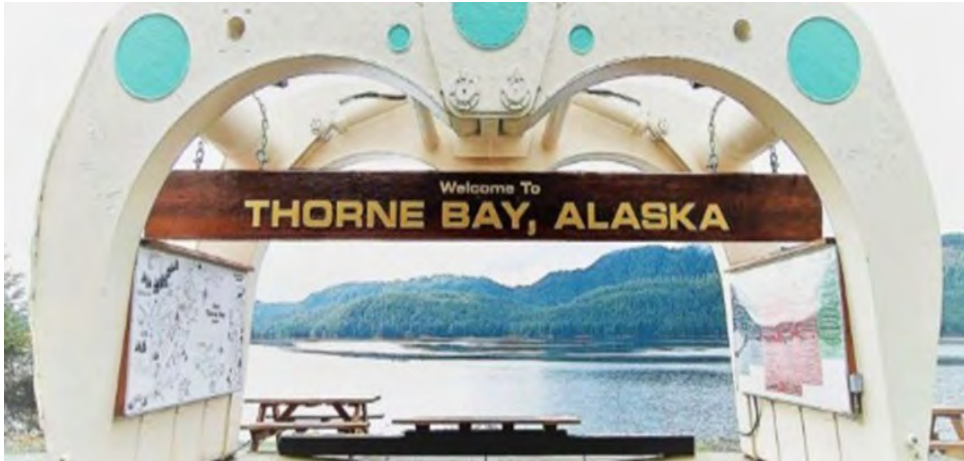
QUICKBOOKS OPERATING INCOME/EXPENSE

Figures based on Cash method as of June 13, 2023

ANTICIPATED REVENUE FOR FY23:	\$ 1,610,024.30
ANTICIPATED EXPENSE FOR FY23:	\$ 1,503,187.05
TOTAL FY23-ANTICIPATED CARRY FORWARD:	\$ 106,837.25

BALANCE SHEET	\$1,728,013.64
----------------------	-----------------------

Administration & Finance:



FY24 Recommendations:

- Add third administrative position to cover front office
- Re-engage Planning Commission for update to Comprehensive Plan
- Develop recommendations for revised rate structures for Enterprises
- 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	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
SURPLUS INCOME				
Subsidized Income				
FEES & PERMITS INCOME				
Animal Fees	500.00	290.00	350.00	
ATV Fees	1,150.00	775.00	850.00	
Fees & Permits	700.00	271.23	300.00	
Parking Permit Income	14,500.00	15,352.33	15,500.00	
Senior Tax Cards	2,500.00	3,197.00	3,000.00	
Total FEES & PERMITS INCOME	19,350.00	19,885.56	20,000.00	
FINES & PENALTIES				
Citations	750.00	0.00	300.00	
Finance Charge Income	2,250.00	357.71	350.00	
Fines for Parking Violations	1,200.00	786.00	0.00	
Total FINES & PENALTIES	4,200.00	1,143.71	650.00	
INTEREST & INVESTMENT INCOME				
Dividend, Interest (Securities)	17,500.00	50,000.00	1,200.00	
Interest Income	120.00	0.00	120.00	Income from our investment accounts
Total INTEREST & INVESTMENT INCOME	17,620.00	50,000.00	1,320.00	
MISCELLANEOUS INCOME				
Copier/Fax	120.00	50.20	100.00	
Misc. Income	200.00	3.50	100.00	
Total MISCELLANEOUS INCOME	320.00	53.70	200.00	

RENTALS & LEASE INCOME				
Lease of City Property	25,000.00	23,247.74	25,000.00	
Rental Income	35.00	5.00	20.00	
Total RENTALS & LEASE INCOME	25,035.00	23,252.74	25,020.00	
SALES				
Rock Sales	0.00	11,345.00	5,000.00	
Surplus Property	300.00	0.00	500.00	
Total SALES	300.00	11,345.00	5,500.00	
SERVICE CHARGES				
Notary/Lamination	1,000.00	326.00	350.00	
Public Records Labor		950.79	200.00	
Passport Services	900.00	312.57	600.00	
Reconnection of Services	1,300.00	834.57	1,000.00	Administrative fees for temporary utility disconnections and reconnections made without prior approval.
Total SERVICE CHARGES	3,200.00	2,423.93	2,150.00	
STATE REVENUES				
Community Aide Assistance	5,000.00	3,295.12	4,000.00	This is an unknown amount at this time.
Payment in Lieu of Taxes	145,000.00	143,340.00	145,000.00	We do not know what is anticipated for PILT because the State has not adopted their budget yet. In the
Total STATE REVENUES	150,000.00	146,635.12	149,000.00	
TAX INCOME				
Sales Tax	520,000.00	514,498.47	550,000.00	
Total TAX INCOME	520,000.00	514,498.47	550,000.00	
Total Income	740,025.00	769,238.23	753,840.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	10,000.00	437.50	10,000.00	Labor for building upgrades - Painting City Hall and VPSO, Develop Concept Plan for new Community Center
Legal Services	10,000.00	1,072.50	5,000.00	Trying to reduce Lawyer needs this upcoming year.
Total CONTRACT SERVICES	20,000.00	1,510.00	15,000.00	
FEES / PERMITS / LICENS EXPENSE				
Advertising and Promotion	500.00	400.98	500.00	Advertising needs would only be for when we publish in the Island Post for RFP's, or other notices.
Bank Service Charges	200.00	210.32	220.00	
Credit Card Merchant Fees	4,200.00	5,737.70	5,350.00	
Dues and Subscriptions	5,000.00	5,389.07	6,000.00	Adobe Acrobat, On-the-clock time payroll timekeeping, AML Membership Dues, AAMC Membership dues.
Fees Permits & Licensing Exp	500.00	4,817.77	5,500.00	Alaska Municipal Clerk Membership, Notary Renewals.
Finance Charges Expense	0.00	10.61	0.00	
Total FEES / PERMITS / LICENSE EXPENSE	10,400.00	16,566.45	17,570.00	
INSURANCE EXPENSE				
AML/Insurance	20,324.00	15,144.35	16,000.00	AML Increased all of our coverage. You will notice this mostly in the Water and Sewer departments.
Total INSURANCE EXPENSE	20,324.00	15,144.35	16,000.00	
MATERIALS & SUPPLIES				
Computer/Software	1,500.00	6,030.71	3,500.00	Admin, Finance and Clerk have new computers.
Furniture & Equipment	1,000.00	73.50	1,000.00	New office chairs and/or tables and other misc. needs
Materials & Supplies	7,000.00	4,497.82	7,000.00	
Total MATERIALS & SUPPLIES	9,500.00	10,602.03	11,500.00	
OPERATING EXPENSES				

Bldg/Grnd Maint Repair	4,000.00	4,463.86	7,500.00	
Electricity	4,450.00	3,259.70	4,500.00	
Heating Fuel	6,200.00	7,510.34	8,500.00	
Internet Use	2,200.00	1,059.90	2,200.00	
Postage and Freight	3,000.00	1,911.44	3,000.00	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	1,500.00	0.00	1,000.00	Time, materials & supplies, filing, scanning, policy updates & archiving of City Records
Telephone, Telecommunications	5,000.00	3,953.63	5,000.00	City phones, Long distance & Admin Cell
Total OPERATING EXPENSES	26,350.00	22,158.87	31,700.00	
PAYROLL EXPENSES				
H.S.A. Company	18,250.00	0.00	0.00	
Health Insurance	36,050.59	34,378.96	36,050.59	
Life Insurance	368.16	377.40	384.54	
Payroll Taxes	6,670.92	6,387.46	8,929.85	
PERS	49,573.26	46,212.88	61,616.94	
Worker's Compensation	1,215.00	1,215.00	1,362.00	AML RENEWAL RATE - 1362
PAYROLL EXPENSES - Other	233,639.81	235,844.14	243,180.56	COLI increased for 2023 Wage Scale + New receivables 6 mos w/o benefits..
Total PAYROLL EXPENSES	345,767.74	324,415.84	351,524.49	
TRAVEL & TRAINING				
Conference, Convention, Meeting	2,600.00	1,838.37	3,200.00	Clerk Conference November 2023, John SE Conference (2).
Mileage Reimbursement	0.00	94.00	0.00	
Per Diem	0.00	1,425.00	2,000.00	
Travel	5,500.00	3,558.45	3,500.00	
Total TRAVEL & TRAINING	8,100.00	6,915.82	8,700.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	1,200.00	0.00	2,500.00	Boiler repairs are needed annually.
Equipment Purchase	0.00	0.00	2,500.00	

Vehicle Fuel	2,000.00	932.08	2,000.00	
Vehicle Maintenance & Repairs	0.00	43.69	250.00	
Total VEHICLE & EQUIPMENT EXPENSES	3,200.00	975.77	7,250.00	
Total Expense	443,641.74	398,289.13	459,244.49	
Net Income	296,383.26	370,949.10	294,595.51	

Subsidized Income	\$ (294,595.51)
Local Revenue	\$ 604,840.00
State Revenues	\$ 149,000.00

City Council

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
Subsidized Income Gen Account	31,647.22	0.00	40,381.32	
MISCELLANEOUS INCOME				
Election Income	600.00	1,000.00	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	0.00	0.00	
Total MISCELLANEOUS INCOME	650.00	1,000.00	600.00	
Total Income	650.00	1,000.00	600.00	

Expense	FY23 Budget	Jul 1, '22 - June16, 2023	FY24 Proposed Budget	COMMENT
ELECTION EXPENSES				
Election Materials & Supplies	350.00	170.96	350.00	Paper, Pens, Sanitary Supplies, Envelopes, Veggie trays for each polling station.
Election Worker Wages	1,809.12	1,771.00	1,809.12	3 election workers for each polling location @ \$20 per hour with 13 hours per Election. 2 Elections held every other year. Only one election for this year.
Total ELECTION EXPENSES	2,159.12	1,941.96	2,159.12	
FEES / PERMITS / LICENS EXPENSE				
Dues and Subscriptions	2,250.00	2,373.14	2,500.00	Godaddy Email subscriptions for all councilmembers + Expense for Webex public meeting participation by web/telephone continued
Total FEES / PERMITS / LICENSE EXPENSE	2,250.00	2,373.14	2,500.00	
MATERIALS & SUPPLIES				
Furniture & Equipment	150.00	0.00	0.00	
Materials & Supplies	125.00	30.79	75.00	
Total MATERIALS & SUPPLIES	275.00	30.79	75.00	
MISCELLANEOUS EXPENSES				
Donation to TB Athletics	0.00	2,730.69	1,000.00	TB Athletics Dept. \$1000
Donation to VOCTEC			1,500.00	Annual donation to VOCTEC in the amount of \$1500

Donation Derby			500.00	Annual donation to Derby \$500
Misc. Donations	2,500.00		500.00	Misc donations \$500
Total MISCELLANEOUS EXPENSES	2,500.00	2,730.69	3,500.00	
OPERATING EXPENSES				
Postage and Freight	50.00	10.00	25.00	
Telephone, Telecommunications	477.00	0.00	0.00	Expense for Webex public meeting participation by web/telephone continued (Paid from Dues & Subscriptions)
Total OPERATING EXPENSES	527.00	10.00	25.00	
PAYROLL EXPENSES				
Payroll Taxes	986.10	1,239.90	1,972.20	
PAYROLL EXPENSES - Other	22,800.00	16,200.00	22,800.00	Councilmembers stipend of \$100 per meeting + Mayor Stipend of \$500 per month
Total PAYROLL EXPENSES	23,786.10	17,439.90	24,772.20	
TRAVEL & TRAINING				
Training	600.00	0.00	7,750.00	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. Budgeted for 3 members to attend in Anchorage. (Registration, Airfare, & Per Diem)
Total TRAVEL & TRAINING	600.00	0.00	7,750.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Purchase	200.00	0.00	200.00	
Total VEHICLE & EQUIPMENT EXPENSES	200.00	0.00	200.00	
Total Expense	32,297.22	24,526.48	40,981.32	
Net Income	-31,647.22	-23,526.48	-40,381.32	
		Subsidized Income From Gen Account	40,381.32	
		Total Operating Budget	0.00	

Subsidized Income	\$ 40,381.32
Local Revenue	\$ -
State Revenues	\$ 600.00

EMS

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ 2,336.95		\$ 14,713.90	
MISCELLANEOUS INCOME				
Derby Donation Income	500.00	1,562.50	1,500.00	
Donation Income	1,000.00	1,500.00	2,000.00	
Event Income	0.00	1,765.80	2,000.00	With a more active squad, there is likely to be more donations
Total MISCELLANEOUS INCOME	1,500.00	4,828.30	5,500.00	
STATE REVENUES				
Community Aide Assistance	20,000.00	20,000.00	20,000.00	This amount depends on the total award for CAA from the State. We don't know this amount yet.
Total STATE REVENUES	20,000.00	20,000.00	20,000.00	
Total Income	21,500.00	24,828.30	25,500.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	0.00	0.00	0.00	ARPA Grant
Total CONTRACT SERVICES	0.00	0.00	0.00	
FEES / PERMITS / LICENS EXPENSE				
Fees Permits & Licensing Exp	0.00	10.00	10.00	EMS Coordinator Email - Not being done as Employee this year, so we can save this fee.
Total FEES / PERMITS / LICENS EXPENSE	0.00	10.00	10.00	
INSURANCE EXPENSE				
AML/Insurance	3,056.00	3,056.00	3,250.00	
Total INSURANCE EXPENSE	3,056.00	3,056.00	3,250.00	
MATERIALS & SUPPLIES				
Materials & Supplies	1,000.00	40.00	250.00	We have the ARPA grant that will purchase materials this fiscal year
Total MATERIALS & SUPPLIES	1,000.00	40.00	250.00	
OPERATING EXPENSES				
Bldng. Grnds. Maint & Repair	125.00	127.75	125.00	
Electricity	925.00	1,231.22	925.00	

Heating Fuel	500.00	456.18	500.00	
Telephone, Telecommunications	1,250.00	1,010.68	1,250.00	This is split between EMS & Fire
Total OPERATING EXPENSES	2,800.00	2,825.83	2,800.00	
PAYROLL EXPENSES				
Payroll Taxes	1,012.05	1,068.29	2,473.90	This includes payment of Dispatchers only. Dispatch is now handled 100% through EMS and no longer done through City Hall.
Worker's Compensation	1,973.00	1,973.00	130.00	
PAYROLL EXPENSES - Other	18,200.00	12,350.00	28,600.00	
Total PAYROLL EXPENSES	21,185.05	15,391.29	31,203.90	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	500.00	0.00	500.00	
Equipment Purchase	0.00	0.00	0.00	We have the ARPA grant that will purchase equipment this fiscal year.
Vehicle Fuel	800.00	947.07	1,200.00	Credit on file for EMS Fuel at the Port.
Vehicle Repairs and Maintenance	500.00	492.70	1,000.00	Ambulance maintenance needs?
Total VEHICLE & EQUIPMENT EXPENSES	1,800.00	1,439.77	2,700.00	
Total Expense	29,841.05	22,762.89	40,213.90	
Net Income	-8,341.05	2,065.41	-14,713.90	
			Subsidized Income from Gen Account	14,713.90
			Total Operating Budget	0.00
Subsidized Income	\$ 14,713.90			
Local Revenue	\$ 5,500.00			
State Revenues	\$ 20,000.00			

Fire

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
Subsidized Income Gen Account	1,779.75	0.00	1,779.75	
MISCELLANEOUS INCOME				
Donation Income	0.00	10,250.00	1,500.00	
Miscellaneous Income	0.00	1,562.50	2,000.00	
Total MISCELLANEOUS INCOME	0.00	11,812.50	3,500.00	
STATE REVENUES				
Community Aide Assistance	15,000.00	15,000.00	10,100.00	
Total STATE REVENUES	15,000.00	15,000.00	10,100.00	
Total Income	15,000.00	26,812.50	13,600.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
FEES/PERMITS/LICENSING EXP				
Dues & Subscriptions	30.00	0.00	0.00	
Total FEES/PERMITS/LICENSING	30.00	0.00	0.00	
INSURANCE EXPENSE				
AML/Insurance	4,526.00	4,526.00	5,000.00	Fire equipment and building coverage
Total INSURANCE EXPENSE	4,526.00	4,526.00	5,000.00	
MATERIALS & SUPPLIES				
Materials & Supplies	750.00	0.00	0.00	Matt received a grant for the Fire Dept, but not sure what it is specified for or what his needs are for FY23
Total MATERIALS & SUPPLIES	750.00	0.00	0.00	
OPERATING EXPENSES				
Building Grounds Maint. Repair	2,500.00	127.75	2,500.00	Fire Hall Roof repairs needed but will come mostly from ARPA Grant &/Or Tax Savings (EMS/Fire Bed + Comm Dev Tax)
Electricity	2,000.00	1,791.54	2,000.00	

Heating Fuel	600.00	456.18	700.00	
Telephone, Telecommunications	1,275.00	1,253.40	1,300.00	
Total OPERATING EXPENSES	6,375.00	3,628.87	6,500.00	
PAYROLL EXPENSES				
Payroll Taxes	25.95	0.00	25.95	
Worker's Compensation	1,594.00	1,594.00	1,677.00	
PAYROLL EXPENSES - Other	150.00	0.00	150.00	Fire Chief Paid from ARPA Grant
Total PAYROLL EXPENSES	1,769.95	1,594.00	1,852.95	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	50.00	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	200.00	
Vehicle Repairs and Maintenance	0.00	0.00	0.00	ARPA Grant Funds to outfit.
Total VEHICLE & EQUIPMENT EXPENSES	150.00	0.00	250.00	
Total Expense	13,600.95	9,748.87	13,602.95	
Net Income	1,399.05	17,063.63	-2.95	
Subsidized Income from Gen Account			2.95	
Total Operating Budget			0.00	

Subsidized Income	\$ 2.95
Local Revenue	\$ 3,500.00
State Revenues	\$ 10,100.00

Harbor:



FY24 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.

Grant / Funding Opportunities:

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

OVERVIEW:

The Harbor Department is doing well overall. The new Harbormaster, Jake Arro is learning and growing in his position and knowledge of Thorne Bay's harbor management skills and abilities.

It is expected that 2024 will see both the North and South Harbor's at or very near capacity with revenues again outpacing expenditures. The USFS Bunkhouse Barge in the North Harbor will again bring additional live-a-board revenues and should help to offset some of the increase in expenditures for 2024.

There are no major vehicle or equipment purchases and no capital projects planned for the Department within the 2024 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.

Department Projects:

No major projects planned for 2024.

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.

Harbor

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
Subsidized Income	1,871.60		9,278.46	This number is auto calculated based on the total net income.
ENTERPRISE ACCTS				
Davidson Landing Fees	26,000.00	23,897.71	26,000.00	
Grid Fees	100.00	0.00	50.00	
North Harbor Fees	65,000.00	67,516.58	70,000.00	Annual slip renewals come in May and June - I am confident we will meet this revenue. We also have the USFS Barge coming in that will be additional revenues.
Harbor Showers	2,750.00	2,872.25	3,200.00	
Landing Fees	550.00	0.00	200.00	
Live-aboard Fees	13,000.00	6,168.96	7,500.00	USFS Barge Live-aboard fees
Total ENTERPRISE ACCTS	107,400.00	100,455.50	106,950.00	
FINES & PENALTIES				
Citations	1,200.00	0.00	350.00	Parking citations, other harbor violations
Parking Violation Fines	400.00	696.83	750.00	
Total FINES & PENALTIES	1,600.00	696.83	1,100.00	
INTEREST & INVESTMENT INCOME				
Interest Income	50.00	0.00	0.00	Moved to Repair and Replacement Fund
Total INTEREST & INVESTMENT INCOME	50.00	0.00	0.00	
MISCELLANEOUS INCOME				
Misc. Income	400.00	120.00	250.00	Soda machine will be installed & other Misc. donations or other revenue sources
Total MISCELLANEOUS INCOME	400.00	120.00	250.00	
SALES				
Surplus Income	0.00	250.00	250.00	
Total SALES INCOME	0.00	250.00	250.00	
SERVICE CHARGES				
Laborer	0.00	23.17	75.00	
Reconnection Fee - Live-a-board	60.00	0.00	60.00	
Services Availability	1,000.00	979.56	1,200.00	
Total SERVICE CHARGES	1,060.00	1,002.73	1,335.00	
STATE REVENUES				
Fishery Tax Receipts	1,250.00	2,977.02	3,000.00	

Total STATE REVENUES	1,250.00	2,977.02	3,000.00	
TAX INCOME				
Sales Tax	4,500.00	3,632.62	4,500.00	
Total TAX INCOME	4,500.00	3,632.62	4,500.00	
Total Income	116,260.00	109,134.70	117,385.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
BAD DEBT				
Bad Debt - Collection Accts	1,500.00	0.00	500.00	
Total BAD DEBT	1,500.00	0.00	500.00	
CONTRACT SERVICES				
Contract Labor	0.00	0.00	0.00	
Vehicle/Vessel Impoundment	0.00	0.00	0.00	
Total CONTRACT SERVICES	0.00	0.00	0.00	
FEES / PERMITS / LICENS EXPENSE				
Dues and Subscriptions	25.00	23.98	25.00	Internet Security Software
Fees Permits & Licensing Exp	10.00	10.00	0.00	Vehicle registration renewals every 2 years (2025 next renewal)
Total FEES / PERMITS / LICENS EXPENSE	35.00	33.98	25.00	
INSURANCE EXPENSE				
AML/Insurance	7,009.00	7,626.00	7,750.00	
Total INSURANCE EXPENSE	7,009.00	7,626.00	7,750.00	
MATERIALS & SUPPLIES				
Computer/Software	0.00	0.00	0.00	Purchased a new computer in 21 and Microsoft is paid under dues & subscriptions above.
Furniture & Equipment	250.00	0.00	250.00	Office chair & Shelving
Materials & Supplies	2,500.00	1,463.30	2,500.00	
Total MATERIALS & SUPPLIES	2,750.00	1,463.30	2,750.00	
MISCELLANEOUS EXPENSES				
Other Misc. Expenses	250.00	0.00	250.00	
Total MISCELLANEOUS EXPENSES	250.00	0.00	250.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	2,500.00	1,386.08	1,500.00	
Electricity	16,750.00	12,353.89	14,206.97	I budgeted this using 15% increase estimation.
Internet Use	1,000.00	799.50	1,000.00	Current rate is \$79.95 per month
Postage and Freight	250.00	77.95	250.00	
Telephone, Telecommunications	850.00	529.30	600.00	Cell phone
Total OPERATING EXPENSES	21,350.00	15,146.72	17,556.97	

PAYROLL EXPENSES				
H.S.A. Company	7,300.00	0.00	0.00	
Health Insurance	14,451.55	12,798.76	17,930.00	
Life Insurance	122.72	113.39	128.18	
Payroll Taxes	1,192.02	957.53	2,755.16	
PERS	10,703.86	9,473.24	5,557.64	New Employee, so will only be enrolled 1/2 in PERS.
Worker's Compensation	3,722.00	3,722.00	3,787.00	
PAYROLL EXPENSES - Other	48,653.89	43,616.41	49,735.00	
Total PAYROLL EXPENSES	86,146.04	70,681.33	79,892.98	
REPAIR & REPLACEMENT ENTERPRISE				
Harbor Replacement expense	11,626.00	11,528.55	11,738.50	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 \$107,112.54, but will increase on June 30th when I deposit the 10% of revenues from this year.
Total REPAIR & REPLACEMENT ENTERPRISE	11,626.00	11,528.55	11,738.50	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	750.00	2,215.37	750.00	
Equipment Purchase	750.00	0.00	750.00	
Equipment Rental Expense	250.00	0.00	250.00	
Vehicle Fuel	1,950.00	1,266.62	1,950.00	Major increase in fuel costs...almost \$6 at the pump right now for unleaded.
Vehicle Repairs and Maintenance	1,200.00	2,841.55	2,500.00	Annual preventative maintenance and unforeseen issues.
Total VEHICLE & EQUIPMENT EXPENSES	4,900.00	6,323.54	6,200.00	
Total Expense	135,566.04	112,803.42	126,663.46	
Net Income	-19,306.04	-3,668.72	-9,278.46	
Subsidized Income From Gen Account			9,278.46	
Total Operating Budget			0.00	
Subsidized Income	\$ 9,278.46	Harbor Repair & Replacement Fund Deposit's & Current Balance:		\$ 118,371.66
Local Revenue	\$ 114,385.00	FY23 Deposit	\$ 11,528.55	\$ 118,371.66
State Revenues	\$ 3,000.00	FY22 Expenses	\$ (4,730.00)	\$ 106,843.11
		FY22 Deposit	\$ 11,626.00	\$ 111,573.11
TOTAL REVENUES:	\$ 126,663.46	FY21 Deposit	\$ 9,791.97	\$ 99,947.11

Law Enforcement

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
SUPPLIMENTAL INCOME	\$ 11,828.20		\$ 15,153.20	
FINES & PENALTIES				
Citations	500.00	0.00	500.00	Start enforcing municipal ordinances and citing City code vs. State code. We really need this income to help offset expenses in this department
Total FINES & PENALTIES	500.00	0.00	500.00	
STATE REVENUES				
Community Aide Assistance	20,000.00	22,500.00	22,500.00	
Total STATE REVENUES	20,000.00	22,500.00	22,500.00	
SURPLUS REVENUES				
Surplus Sales	4,000.00	0.00	0.00	
Total TAX INCOME	4,000.00	0.00	0.00	
Total Income	24,500.00	22,500.00	23,000.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
CONTRACT SERVICES				
Impound Expenses	1,500.00	550.00	450.00	Costs for impounding vehicles behind VPSO office.
Total CONTRACT SERVICES	1,500.00	550.00	450.00	
INSURANCE EXPENSE				
AML/Insurance	692.00	692.00	850.00	
Total INSURANCE EXPENSE	692.00	692.00	850.00	
MATERIALS & SUPPLIES				
Materials & Supplies	150.00	121.78	150.00	
Total MATERIALS & SUPPLIES	150.00	121.78	150.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	200.00	114.97	200.00	
Electricity	1,000.00	784.46	1,000.00	
Heating Fuel	750.00	978.15	1,200.00	
Postage and Freight	50.00	0.00	50.00	
Telephone, Telecommunications	2,000.00	2,166.01	2,250.00	
Total OPERATING EXPENSES	4,000.00	4,043.59	4,700.00	
PAYROLL EXPENSES				
Payroll Taxes	1,453.20	1,297.50	1,453.20	

PAYROLL EXPENSES - Other	16,800.00	15,000.00	16,800.00	2 VPSO's with \$700 housing stipends.
Total PAYROLL EXPENSES	18,253.20	16,297.50	18,253.20	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	250.00	1,895.40	2,250.00	
Vehicle Fuel	10,000.00	8,373.31	9,000.00	2 VPSO rigs & increased fuel costs
Vehicle Maintenance & Repairs	750.00	3,039.40	2,500.00	
Total VEHICLE & EQUIPMENT EXPENSES	11,000.00	13,308.11	13,750.00	
Total Expense	35,595.20	35,012.98	38,153.20	
Net Income	-11,095.20	-12,512.98	-15,153.20	
Subsidized Income from Gen Account			15,153.20	
Total Operating Budget			0.00	
Supplemental Income	\$ 15,153.20			
Local Revenue	\$ 500.00			
State Revenues	\$ 22,500.00			
TOTAL REVENUE:	\$ 38,153.20			

Library

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ 14,074.90		\$ 6,813.78	
MISCELLANEOUS INCOME				
Copier/Fax	125.00	192.15	200.00	
Donation Income	150.00	650.50	700.00	
Misc. Income	25.00	0.00	25.00	
Total MISCELLANEOUS INCOME	300.00	842.65	925.00	
SALES				
Surplus Property	0.00	100.00	100.00	
Total SALES	0.00	100.00	100.00	
STATE REVENUES				
Community Aide Assistance	5,000.00	5,000.00	5,000.00	
Total STATE REVENUES	5,000.00	5,000.00	5,000.00	
Total Income	5,300.00	5,942.65	6,025.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
FEES / PERMITS / LICENS EXPENSE				
Advertising and Promotion	0.00	0.00	0.00	
Dues and Subscriptions	0.00	191.88	191.88	GoDaddy
Total FEES / PERMITS / LICENS EXPENSE	0.00	191.88	191.88	
INSURANCE EXPENSE				
AML/Insurance	1,849.00	1,825.67	1,875.00	New Library Building Insurance
Total INSURANCE EXPENSE	1,849.00	1,825.67	1,875.00	
MATERIALS & SUPPLIES				
Computer/Software	200.00	237.30	3,000.00	New cataloging software to bring library data into the cloud. Possible to use Tourism Occupancy funds.
Events	0.00	630.00	650.00	
Furniture & Equipment	250.00	197.23	200.00	
Materials & Supplies	1,250.00	529.07	1,250.00	
Total MATERIALS & SUPPLIES	1,700.00	1,593.60	5,100.00	
MISCELLANEOUS EXPENSES				

Other Misc. Expenses	100.00	0.00	100.00	
Total MISCELLANEOUS EXPENSES	100.00	0.00	100.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	500.00	363.99	500.00	
Electricity	2,600.00	1,075.19	1,500.00	
Postage and Freight	100.00	31.17	50.00	ILL expenses
Telephone, Telecommunications	360.00	360.00	360.00	New Voice over Internet Phone at \$30 per month
Total OPERATING EXPENSES	3,560.00	1,830.35	2,410.00	
PAYROLL EXPENSES				
Life Insurance	0.00	1.23	12.00	
Payroll Taxes	224.90	170.35	224.90	
PAYROLL EXPENSES - Other	2,600.00	1,969.23	2,600.00	
Total PAYROLL EXPENSES	2,824.90	2,140.81	2,836.90	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	75.00	0.00	75.00	
Equipment Purchase	250.00	0.00	250.00	
Total VEHICLE & EQUIPMENT EXPENSES	325.00	0.00	325.00	
Total Expense	10,358.90	7,582.31	12,838.78	
Net Income	-5,058.90	-1,639.66	-6,813.78	
Subsidized Income From Gen Account			6,813.78	
Total Operating Budget			0.00	
Subsidized Income	\$ 6,813.78			
Local Revenue	\$ 1,025.00			
State Revenues	\$ 5,000.00			
TOTAL REVENUES:	\$ 12,838.78			

Parks & Recreation:



FY24 Recommendations:

- Replace retaining wall and fence at the Pearl Nelson Community Park.
- Install new playground equipment in 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).

Department Projects:

- Repairs/improvements on the Healthy Heart Trail.
- Construct retaining wall and fence replacement at PNCP.
- Brush, clean and expand boat launch park area.

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 will be staffed with two part time/seasonal positions who will report to the Harbor Master/Parks Supervisor. 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 and may be able to afford a Director position again in the future.

Grant / Funding Opportunities:

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

Parks & Recreation

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ 14,136.13		\$ 34,143.90	
MISCELLANEOUS INCOME				
Donation Income	0.00	1,500.91	0.00	
Event Income	0.00	724.00	1,000.00	
In-Kind Income	0.00	4,630.00	0.00	Income from Labor provided on Grant Projects
Misc. Income	50.00	0.00	0.00	
Total MISCELLANEOUS INCOME	50.00	6,854.91	1,000.00	
RENTALS & LEASE INCOME				
Rental Income	0.00	465.00	750.00	Event booth rentals
Total SALES	0.00	465.00	750.00	
STATE REVENUES				
Community Aide Assistance	15,000.00	20,000.00	20,000.00	
Total STATE REVENUES	15,000.00	20,000.00	20,000.00	
Total Income	15,050.00	27,319.91	21,750.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
FEES / PERMITS / LICENS EXPENSE				
Fees Permits & Licensing Exp	200.00	191.88	200.00	Email subscription annual expense.
Total FEES / PERMITS / LICENS EXPENSE	200.00	191.88	200.00	
INSURANCE EXPENSE				
AML/Insurance	60.00	60.00	60.00	
Total INSURANCE EXPENSE	60.00	60.00	60.00	
MATERIALS & SUPPLIES				
Events	0.00	515.00	700.00	Thorne Bay days, Community Dinner, Etc.
Materials & Supplies	1,000.00	512.33	550.00	
Total MATERIALS & SUPPLIES	1,000.00	1,027.33	1,250.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	1,500.00	667.88	1,500.00	Grounds are ball field, b-ball court, park, etc.

Electricity	1,200.00	979.96	1,200.00	
Postage and Freight	350.00	47.78	250.00	Will depend on the various materials needed.
Total OPERATING EXPENSES	3,050.00	1,695.62	2,950.00	
PAYROLL EXPENSES				
Life Insurance	122.72	88.74	0.00	
Payroll Taxes	1,154.78	800.00	3,675.47	
PERS	10,369.43	7,390.18	0.00	No longer employ permanent Full-Time Employee position. Will fill with two seasonal full-time
Worker's Compensation	3,547.00	3,450.00	3,547.00	AML WORK/COMP EST \$3,547.
PAYROLL EXPENSES - Other	46,696.00	33,636.69	42,511.43	
Total PAYROLL EXPENSES	61,889.93	45,365.61	49,733.90	
TRAVEL & TRAINING				
Mileage Reimbursement	0.00	6.50	0.00	
Total OPERATING EXPENSES	0.00	6.50	0.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	750.00	71.98	250.00	
Equipment Purchase	1,000.00	0.00	500.00	
Equipment Rental Expense	1,000.00	280.00	300.00	
Vehicle Fuel	700.00	1,219.40	500.00	
Vehicle Repairs and Maintenance	200.00	0.00	150.00	
Total VEHICLE & EQUIPMENT EXPENSES	3,650.00	1,571.38	1,700.00	
Total Expense	69,849.93	49,918.32	55,893.90	
Net Income	-54,799.93	-22,598.41	-34,143.90	
Subsidized Income From Gen Account			34,143.90	
Total Operating Budget			0.00	
Subsidized Income	\$ 34,143.90			
Local Revenue	\$ 1,750.00			
State Revenues	\$ 20,000.00			
TOTAL REVENUES:	\$ 55,893.90			

Planning & Zoning

Planning & Zoning				
Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ (400.00)		\$ (400.00)	
FEES & PERMITS INCOME				
Zoning Application Fees	300.00	125.00	200.00	
Total FEES & PERMITS INCOME	300.00	125.00	200.00	
FINES & PENALTIES				
Citations	100.00	0.00	0.00	Fines for zoning violations.
Total FINES & PENALTIES	100.00	0.00	0.00	
STATE REVENUES				
Community Aide Assistance	1,000.00	0.00	0.00	
Total STATE REVENUES	1,000.00	0.00	0.00	
SALES TAX:	0.00	3.00	12.00	
Total Income	1,400.00	128.00	212.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
FEES / PERMITS / LICENS EXPENSE				
Fees Permits & Licensing Exp	0.00	25.00	25.00	
Total FEES / PERMITS / LICENS EXPENSE	0.00	25.00	25.00	
MATERIALS & SUPPLIES				
Materials & Supplies	50.00	0.00	0.00	Envelopes, notepads, or other misc. exp.
Total MATERIALS & SUPPLIES	50.00	0.00	0.00	
OPERATING EXPENSES				
Postage and Freight	75.00	10.65	50.00	Postage expenses for mailing notices of Zoning Permits or other changes to all effected property owners. Variances, Conditional Use Permits, Notice of Intent, Zoning Amendments, etc., are all examples of what we would send out notices for.
Total OPERATING EXPENSES	75.00	10.65	50.00	
PAYROLL EXPENSES				

Payroll Taxes	137.70	0.00	137.70	Planning Commission meets when there is planning business such as Conditional Use permit or Variance applications. Code allows for the PZ members to get paid for one meeting at month at \$25 per meeting.
Worker's Compensation	0.00	0.00	0.00	
PAYROLL EXPENSES - Other	900.00	0.00	600.00	
Total PAYROLL EXPENSES	1,037.70	0.00	737.70	
Total Expense	1,162.70	35.65	812.70	
Net Income	237.30	92.35	-600.70	
Subsidized Income From Gen Account			600.70	
Total Operating Budget			0.00	

Subsidized Income	\$ 600.70
Local Revenue	\$ 212.00
State Revenues	\$ -
TOTAL REVENUES:	\$ 812.70

RV Park

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ 8,800.00			
RENTALS & LEASE INCOME				
RV Park Fees	18,720.00	16,359.57	17,500.00	Down by 1 tenant, but this may change shortly. We could get more revenue if #1) Move Kim Straights trailer so it doesn't take up two spaces. #2) Repair electric pedelstals.
Total RENTALS & LEASE INCOME	18,720.00	16,359.57	17,500.00	
TAX INCOME				
Sales Tax	1,123.20	781.50	900.00	
Total TAX INCOME	1,123.20	781.50	900.00	
Total Income	19,843.20	17,141.07	18,400.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	0.00	0.00	0.00	Electrical pedestal replacements REQUIRED-Should seek grant funding. We may be able to use Comm Dev Funds if needed.
Total CONTRACT SERVICES	0.00	0.00	0.00	
FEES / PERMITS / LICENS EXPENSE				
Dues and Subscriptions	75.00	75.00	75.00	Propane tank rental fee
Total FEES / PERMITS / LICENS EXPENSE	75.00	75.00	75.00	
INSURANCE EXPENSE				
AML/Insurance	150.00	150.00	150.00	Trailer insurance
Total INSURANCE EXPENSE	150.00	150.00	150.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	250.00	0.00	250.00	
Electricity	1,250.00	1,456.99	1,650.00	Transient Electricity
Internet Expense	840.00	717.50	840.00	Available to transients
Postage and Freight	75.00	0.00	50.00	
Total OPERATING EXPENSES	2,415.00	2,174.49	2,790.00	
REPAIR AND REPLACEMENT FUND				

RV Repair & Replacement Fund	17,203.20	14,741.58	15,385.00	RV Park is an enterprise account since it generates revenue from service provided. This replacement fund will be used for long term repairs to the RV grounds such as electrical upgrades, etc.
Total REPAIR & REPLACEMENT	17,203.20	14,741.58	15,385.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Purchase	0.00	0.00	0.00	
Equipment Maint & Repair	0.00	0.00	0.00	
Total VEHICLE & EQUIPMENT EXPENSES	0.00	0.00	0.00	
Total Expense	19,843.20	17,141.07	18,400.00	
Net Income	0.00	0.00	0.00	
Subsidized Revenue for creating a balanced budget:			0.00	
Total Operating Budget			0.00	
Subsidized Income	\$ -	RV Park Repair & Replacement Acct Creation - We will be placing all net income from this department into its own savings account to help pay for future repairs and upgrades needed.		
Local Revenue	\$ 18,400.00			
State Revenues		RV PARK Repair and Replacement:	Balance:	
State Revenues	\$ 18,400.00	FY23 Revenue Deposit		15,385.00
		FY22 Revenue Deposit		14,741.58

SOLID WASTE:



FY24 Recommendations:

- Survey property and develop updated maintenance & operation plan.
- Purchase new skid steer loader (\$110,000).
- 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.
- Repair baling building garage door 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.

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. 2024 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 skid steer type loader. There is also the need for a project employee and also contracted work to accomplish the site reorganization and cleanup plans.

Grant / Funding Opportunities:

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

Solid Waste

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
Subsidized Income	37,766.39	0.00	74,520.29	
ENTERPRISE ACCTS				
Solid Waste Fees	175,000.00	144,814.93	150,000.00	
Total ENTERPRISE ACCTS	175,000.00	144,814.93	150,000.00	
INTEREST & INVESTMENT INCOME				
Interest Income	12.00	0.00	0.00	Interest will be in the R& R account
Total INTEREST & INVESTMENT INCOME	12.00	0.00	0.00	
MISCELLANEOUS INCOME				
Misc. Income	200.00	0.00	0.00	
Total MISCELLANEOUS INCOME	200.00	0.00	0.00	
SALES				
Rock Sales	0.00	42,450.00	25,000.00	
Surplus Property	10,000.00	1,000.00	2,000.00	Surplus vehicles, high value metals, parts, etc.
Total SALES	10,000.00	43,450.00	27,000.00	
TAX INCOME				
Sales Tax	7,000.00	4,743.83	5,500.00	
Total TAX INCOME	7,000.00	4,743.83	5,500.00	
TOTAL INCOME	192,212.00	193,008.76	182,500.00	

Expense	FY23 Proposed Budget	Jul 1, '22 - June 16, 2023	FY23 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	5,000.00	29,884.00	5,000.00	Labor for Wire Tie or Baler Repair person. The obligated funding for a survey of the SW facility is in FY22 Budget and not to be included in FY23.
Total CONTRACT SERVICES	5,000.00	29,884.00	5,000.00	
FEES / PERMITS / LICENS EXPENSE				
Dues and Subscriptions	300.00	0.00	300.00	Email Subscription Annul Renewal
Fees Permits & Licensing Exp	1,150.00	1,284.53	1,500.00	Cheyenne Scale & State DOT for Certification & Inspection of Scales & Landfill Permit.
Testing	2,500.00	655.00	2,000.00	Testing expenses for the ground water required annually per SW Permit.

Total FEES/PERMITS/LICENSE EXPENSE	3,950.00	1,939.53	3,800.00	
INSURANCE EXPENSE				
AML/Insurance	2,941.00	3,092.00	3,200.00	
Total INSURANCE EXPENSE	2,941.00	3,092.00	3,200.00	
MATERIALS & SUPPLIES				
Computer/Software	0.00	0.00	0.00	Purchased a new computer and have the internet security and email paid and budgeted for through dues and subscriptions.
Furniture & Equipment	500.00	0.00	500.00	Desk, chairs, filing cabinets, etc.
Materials & Supplies	4,000.00	2,747.61	4,000.00	
Total MATERIALS & SUPPLIES	4,500.00	2,747.61	4,500.00	
MISCELLANEOUS EXPENSES				
Misc. Expenses	200.00	0.00	200.00	
Total MISCELLANEOUS EXPENSES	200.00	0.00	200.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	10,000.00	3,499.91	5,000.00	Exterior damage repairs, overhead door repairs, plumbing repairs, roof repairs.
Electricity	10,500.00	8,559.57	10,500.00	
Internet Use	1,050.00	1,028.76	1,050.00	
Postage and Freight	5,000.00	546.15	1,500.00	Recycled metals to Seattle, Skid Steer Loader, building materials for repairs.
Telephone, Telecommunications	0.00	105.37	105.37	
Total OPERATING EXPENSES	26,550.00	13,739.76	18,155.37	
PAYROLL EXPENSES				
H.S.A. Company	10,950.00	0.00	0.00	
Health Insurance	22,150.46	18,461.50	22,150.46	Auto calculated from the wage table below. Please do not change any numbers here.
Life Insurance	245.44	202.13	245.44	
Payroll Taxes	3,564.77	2,414.96	6,357.71	
PERS	21,407.71	15,990.56	17,125.46	
Worker's Compensation	6,337.00	7,190.00	6,337.00	
PAYROLL EXPENSES - Other	110,957.79	81,975.21	114,397.97	
Total PAYROLL EXPENSES	175,613.17	126,234.36	166,614.04	
REPAIR & REPLACEMENT ENTERPRISE				
Solid Waste Repair Replacement	19,221.20	12,818.00	19,300.88	10% of estimated revenue (excluding supplemental income). This is deposited into its own Savings Acct for future repairs to grounds and equipment required for the facility to operate.

Total REPAIR & REPLACEMENT ENTERPRISE	19,221.20	12,818.00	19,300.88	
TRAVEL & TRAINING				
Mileage Reimbursement	0.00	9.75	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 incase there is a need
Training	1,000.00	0.00	750.00	Solid Waste Training September
Travel	0.00	0.00	250.00	Training was done online so there was no travel expense included
Total TRAVEL & TRAINING	1,000.00	9.75	1,000.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Lease- Purchase Payments	0.00	0.00	32,400.00	Skid Steer Loader (Anticipate Leasing to own with a grant to purchase after x months)
Equipment Maint & Repair	15,000.00	7,747.33	12,000.00	Anticipated conveyor, hydraulic ram, baler, wire tie machine repair needs.
Equipment Purchase	2,500.00	823.97	1,250.00	Wire Tie Machine Repairs
Vehicle & Equipment Fuel	9,000.00	14,630.70	15,000.00	Increased Fuel Prices
Vehicle Repairs and Maintenance	7,000.00	5,210.14	7,000.00	New Garbage truck tires
Total VEHICLE & EQUIPMENT EXPENSES	33,500.00	28,412.14	35,250.00	
Total Expense	272,475.37	218,877.15	257,020.29	
Net Income	-80,263.37	-25,868.39	-74,520.29	
Subsidized Income From Gen Account			74,520.29	
Total Operating Budget			0.00	
Subsidized Income	74,520.29	Solid Waste Repair & Replacement Fund Balances:		Current Balance: \$40,119.38
Local Revenue	182,500.00	FY23 Deposit	19,300.88	\$ 59,375.91
State Revenues	0.00	FY22 Deposit	12,818.00	\$ 40,075.03
TOTAL REVENUES:	257,020.29	FY21 Deposit	13,266.42	\$ 27,257.03
		FY20 Deposit	13,981.90	\$ 13,981.90

Streets & Roads



FY24 Recommendations:

- Purchase new Sander for the Ford F550, the old one is shot (\$18,000).
- Purchase a used roller/vibratory compactor (\$25,000).
- 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.
- Partner with OVK for the Heavy Maintenance project on Kasaan Road (MP 3.0)
- Brushing and ditching of S. Subdivision Roads - prioritized locations.
- 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	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	139,310.36	100,000.00	187,592.58	
RENTALS & LEASE INCOME				
Equipment Rental	25,000.00	42,469.00	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. (\$750 was rental to local)
Total RENTALS & LEASE INCOME	25,000.00	42,469.00	25,000.00	
SALES				
Laborer - Rock Sales	150.00	11.25	150.00	
Rock Sales	1,000.00	720.00	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	20,000.00	1,250.00	20,000.00	Surplus equipment - old 590 backhoe
Total SALES	21,150.00	1,981.25	21,150.00	
STATE REVENUES				
Payment in Lieu of Taxes	30,000.00	0.00	0.00	
National Forest Receipts	65,000.00	62,627.37	63,000.00	100% of National Forest Receipts is dedicated to Roads
Total STATE REVENUES	95,000.00	62,627.37	63,000.00	
TAX INCOME				
<i>Sales Tax</i>	0.00	60.58	120.00	
Total TAX INCOME	0.00	60.58	120.00	
Total Income	141,150.00	107,138.20	109,150.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	30,000.00	3,389.00	30,000.00	OVK Regular Street Main Contract
Total CONTRACT SERVICES	30,000.00	3,389.00	30,000.00	

FEES / PERMITS / LICENS EXPENSE				
Dues and Subscriptions	650.00	191.88	650.00	
Fees Permits & Licensing Exp	300.00	226.88	300.00	
Total FEES / PERMITS / LICENS EXPENSE	950.00	418.76	950.00	
INSURANCE EXPENSE				
AML/Insurance	6,606.00	6,923.38	6,606.00	
Total INSURANCE EXPENSE	6,606.00	6,923.38	6,606.00	
MATERIALS & SUPPLIES				
Materials & Supplies	12,500.00	3,754.99	12,500.00	Cold patch, cement, signs, culverts
Total MATERIALS & SUPPLIES	12,500.00	3,754.99	12,500.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	4,500.00	482.06	2,500.00	
Electricity	4,200.00	3,423.99	4,200.00	
Heating Fuel	2,500.00	3,133.50	3,200.00	
Postage and Freight	750.00	6,146.57	2,000.00	
Telephone, Communications	0.00	105.37	200.00	
Total OPERATING EXPENSES	11,950.00	13,291.49	12,100.00	
PAYROLL EXPENSES				
H.S.A. Company	7,300.00	0.00	0.00	
Health Insurance	14,451.55	13,794.36	14,451.55	
Life Insurance	122.72	118.32	122.72	
Payroll Taxes	2,467.75	1,544.70	2,798.87	
PERS	11,629.62	10,821.57	12,583.50	
Worker's Compensation	10,512.00	5,818.00	10,512.00	
PAYROLL EXPENSES - Other	66,418.32	54,525.51	73,354.12	Employee James Taylor + 2 Project
Total PAYROLL EXPENSES	112,901.96	86,622.46	113,822.76	
REPAIR & REPLACEMENT ENTERPRISE				
Streets Repair Funds	14,115.00	14,115.00	10,713.82	10% of income excluding subsidized funding. (Increased from \$15,500)
Total REPAIR & REPLACEMENT ENTERPRISE	14,115.00	14,115.00	10,713.82	
TRAVEL & TRAINING				
Mileage Reimbursement	0.00	81.75	50.00	
Total TRAVEL & TRAINING	0.00	81.75	50.00	

VEHICLE & EQUIPMENT EXPENSES				
Equipment Lease- Purchase Payments	15,000.00	27,000.93	30,000.00	Mini-Excavator - Loan to purchase equipment. (\$2,454.63 per month)
Equipment Maint & Repair	12,000.00	40,891.54	25,000.00	Grader, loader, backhoe, excavator repairs
Equipment Purchase	40,000.00	42,739.37	45,000.00	Plow & sander needs (Purchased new plow & sander last year, this year needs to be determined)
Vehicle & Equipment Fuel	10,000.00	3,973.45	5,000.00	
Vehicle Repairs and Maintenance	5,000.00	2,803.16	5,000.00	Regular oil changes & other misc. Maint requirements.
Total VEHICLE & EQUIPMENT EXPENSES	82,000.00	117,408.45	110,000.00	
Total Expense	271,022.96	246,005.28	296,742.58	
Net Income	-129,872.96	-138,867.08	-187,592.58	
Subsidized Income from Gen Account			187,592.58	
Total Operating Budget			0.00	
Subsidized Income	187,592.58	Streets & Roads R&R		Current Account Balance: \$24,134.72
Local Revenue	46,150.00	FY23 Deposit	10,713.82	\$34,848.54
State Revenues	63,000.00	Interest	19.72	\$24,134.72
TOTAL REVENUES:	296,742.58	FY22 Deposit	14,115.00	\$24,115.00
		FY21 Deposit	10,000.00	\$10,000.00

SEWER:



FY24 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.
- 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 plant 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 2024.

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 2024.

Grant / Funding Opportunities:

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

Sewer

Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
Supplimental Income	45,412.37	0.00	31,610.51	
ENTERPRISE ACCTS				
Sewer Fees	130,000.00	125,610.06	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 Pumpout Fees	35,000.00	22,250.00	30,000.00	
Total ENTERPRISE ACCTS	165,000.00	147,860.06	160,000.00	
INTEREST & INVESTMENT INCOME				
Interest Income	12.00	0.00	0.00	Moved to Repair and Replacement Account
Total INTEREST & INVESTMENT INCOME	12.00	0.00	0.00	
TAX INCOME				
Sales Tax	9,900.00	6,088.66	6,500.00	
Total TAX INCOME	9,900.00	6,088.66	6,500.00	
Total Income	174,912.00	153,948.72	166,500.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	1,000.00	2,368.97	2,500.00	
Total CONTRACT SERVICES	1,000.00	2,368.97	2,500.00	
FEES / PERMITS / LICENS EXPENSE				
Fees Permits & Licensing Exp	2,250.00	1,380.00	1,600.00	Annual Permit is 1300 + Certification App Fees Estimated 300
Testing	12,000.00	16,636.50	17,500.00	
Total FEES / PERMITS / LICENS EXPENSE	14,250.00	18,016.50	19,100.00	
INSURANCE EXPENSE				
AML/Insurance	16,172.00	16,172.00	16,172.00	
Total INSURANCE EXPENSE	16,172.00	16,172.00	16,172.00	
MATERIALS & SUPPLIES				
Materials & Supplies	4,500.00	1,577.85	4,500.00	
Total MATERIALS & SUPPLIES	4,500.00	1,577.85	4,500.00	
OPERATING EXPENSES				

Bldg/Grnd Maint Repair	550.00	379.21	600.00	
Electricity	49,000.00	31,043.06	35,000.00	
Heating Fuel	4,500.00	3,764.25	4,500.00	
Postage and Freight	2,500.00	1,889.62	2,500.00	
Telephone, Telecommunications	600.00	591.48	600.00	
Total OPERATING EXPENSES	57,150.00	37,667.62	43,200.00	
PAYROLL EXPENSES				
H.S.A. Company	3,650.00	0.00		
Health Insurance	7,698.91	7,399.59	7,698.91	
Life Insurance	122.72	123.25	122.72	
Payroll Taxes	1,266.53	1,125.20	1,327.51	
PERS	11,372.93	10,849.11	11,920.54	
Worker's Compensation	2,938.00	2,938.00	3,168.00	
PAYROLL EXPENSES - Other	50,999.60	49,314.15	53,455.95	
Total PAYROLL EXPENSES	78,048.70	71,749.30	77,693.64	
REPAIR & REPLACEMENT ENTERPRISE				
Sewer Repair and Replacement	17,491.20	16,258.60	15,394.87	10% of income excluding subsidized funding. (Increased from \$15,500)
Total REPAIR & REPLACEMENT ENTERPRISE	17,491.20	16,258.60	15,394.87	
TRAVEL & TRAINING				
Training	250.00	235.00	400.00	
Travel	250.00	0.00	400.00	Fuel reimbursement for travel to VOCTEC for Trainings
Total TRAVEL & TRAINING	500.00	235.00	800.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	10,000.00	4,760.89	10,000.00	Pump repairs (Manhole and Sewer Line Grant repaired most of the pumps, so we don't anticipate a need for more this next fiscal year)
Equipment Purchase	5,000.00	3,188.58	5,000.00	
Vehicle Fuel	1,500.00	2,683.45	3,000.00	
Vehicle Repairs and Maintenance	750.00	0.00	750.00	Upkeep on maintenance year round
Total VEHICLE & EQUIPMENT EXPENSES	17,250.00	10,632.92	18,750.00	
Total Expense	206,361.90	174,678.76	198,110.51	
Net Income	-31,449.90	-20,730.04	-31,610.51	
Subsidized Income from Gen Account			31,610.51	
Total Operating Budget			0.00	

Subsidized Income	31,610.51	Sewer Repair & Replacement Fund Balances:		Current Account Balance: \$46,881.71
Local Revenue	166,500.00	FY23 Deposit	15,394.87	\$62,212.94
State Revenues	0.00	FY22 Deposit	16,258.60	\$46,818.07
TOTAL REVENUES:	198,110.51	FY21 Deposit	15,914.55	\$30,559.47
		FY20 Deposit	14,644.92	\$14,644.92

Water:



FY24 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 2024.

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

Water				
Income	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENTS
Subsidized Income	22,543.80		52,374.32	
ENTERPRISE ACCTS				
Water Fees	160,000.00	135,568.38	160,000.00	
Total ENTERPRISE ACCTS	160,000.00	135,568.38	160,000.00	
INTEREST & INVESTMENT INCOME				
Interest Income	20.00	0.00	0.00	Moving to Repair and Replacement Account
Total INTEREST & INVESTMENT INCOME	20.00	0.00	0.00	
RENTAL & LEASE INCOME				
Equipment Rental	200.00	50.00	100.00	
Total RENTALS & LEASE INCOME	200.00	50.00	100.00	
SALES				
Surplus Property	600.00	50.00	300.00	We are going to try and have a surplus sale this year for the City...Not sure how much from each dept. The water dept also has a surplus of barrels at times and those are offered for sale @ \$75 per barrel.
Total SALES	600.00	50.00	300.00	
SERVICE CHARGES				
Services Availability	16,000.00	10,605.61	14,000.00	This has estimated increase due to billing for the vacant and abandoned properties on the City's water line.
Staff Dispatch Unauthorized Use	450.00	175.00	250.00	This is charged when a customer turns his water on or off at the main meter without prior authorization from the department. This is a problem every year from the same customers
Total SERVICE CHARGES	16,450.00	10,780.61	14,250.00	
TAX INCOME				
Sales Tax	7,500.00	5,434.27	6,500.00	Sales taxes collected on revenues. Tax rate is 6%, however some customers are exempt.

Total TAX INCOME	7,500.00	5,434.27	6,500.00	
Total Income	184,770.00	151,883.26	181,150.00	

Expense	FY23 Budget	Jul 1, '22 - June 16, 2023	FY24 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	1,750.00	1,722.25	1,750.00	\$900.00 annually for contracting NorthCost-Network accessing to water plant (allowing RMC to connect to our system and see what is happening) + \$50 per year for text alarm service.
Total CONTRACT SERVICES	1,750.00	1,722.25	1,750.00	
FEES / PERMITS / LICENS EXPENSE				
Dues and Subscriptions	1,000.00	1,147.61	1,250.00	Alaska Rural Water Assoc Fee, DEC Certification Renewals, Internet Security Fee, Email Hosting Fee.
Testing	5,000.00	6,465.29	7,500.00	
Total FEES / PERMITS / LICENS EXPENSE	6,000.00	7,612.90	8,750.00	
INSURANCE EXPENSE				
AML/Insurance	14,220.00	16,194.00	17,000.00	
Total INSURANCE EXPENSE	14,220.00	16,194.00	17,000.00	
MATERIALS & SUPPLIES				
Chemicals	8,500.00	7,928.87	8,500.00	Chlorine, Nalco, Soda Ash
Materials & Supplies	5,000.00	6,738.94	8,000.00	
Total MATERIALS & SUPPLIES	13,500.00	14,667.81	16,500.00	
MISCELLANEOUS EXPENSES				
Misc. Expenses	750.00	0.00	750.00	For unforeseen expenses that are not covered under other line items
Total MISCELLANEOUS EXPENSES	750.00	0.00	750.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	0.00	220.98	1,000.00	
Electricity	15,000.00	15,808.33	15,500.00	
Heating Fuel	10,500.00	11,956.87	12,500.00	
Internet Use	2,640.00	2,640.00	3,000.00	\$2,640.00 annually, \$220.00/mo for Water Plant Operation Internet Annual Expense and Networking Annual Expenses

				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.
Postage and Freight	3,500.00	3,914.31	4,500.00	
Total OPERATING EXPENSES	31,640.00	34,540.49	36,500.00	
PAYROLL EXPENSES				
H.S.A. Company	3,650.00	0.00	0.00	These are auto calculated cells based on the payroll data entered below. Please do not mess with these numbers. Thank you.
Health Insurance	8,294.59	12,608.00	21,179.86	
Life Insurance	122.72	123.25	128.18	
Payroll Taxes	1,512.76	1,220.28	1,585.72	
PERS	13,584.01	12,638.86	14,239.09	
Worker's Compensation	3,230.00	3,217.00	3,230.00	
PAYROLL EXPENSES - Other	61,745.49	57,606.85	64,723.14	
Total PAYROLL EXPENSES	92,139.57	87,414.24	105,085.99	
REPAIR & REPLACEMENT ENTERPRISE				
Water Repair and Replacement	18,477.00	15,931.00	15,188.33	10% of estimated revenues (not including subsidized funding)
Total REPAIR & REPLACEMENT ENTERPRISE	18,477.00	15,931.00	15,188.33	
TRAVEL & TRAINING				
Mileage Reimbursement	0.00	142.75	50.00	With online courses available more now, travel is less....But may have travel expenses to Klawock for testing at VOCTEC.
Per Diem	0.00	236.00	500.00	
Training	250.00	300.00	750.00	
Travel	250.00	496.02	750.00	
Total TRAVEL & TRAINING	500.00	1,174.77	1,500.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	12,500.00	4,145.35	6,500.00	
Equipment Purchase	500.00	51.98	20,500.00	Filter for water treatment plant
Vehicle Fuel	1,500.00	2,270.99	2,500.00	Fuel is split between water and sewer 50/50
Vehicle Repairs and Maintenance	1,500.00	78.96	1,000.00	
Total VEHICLE & EQUIPMENT EXPENSES	16,000.00	6,547.28	30,500.00	

Total Expense	194,976.57	185,804.74	233,524.32	
Net Income	-10,206.57	-33,921.48	-52,374.32	This deficit is 60% caused by the "Repair and Replacement" Expense of \$15 k
Subsidized Income From Gen Account			52,374.32	
Total Operating Budget			0.00	

Subsidized Income	52,374.32	Water Repair & Replacement Fund Balances:		Current Account Balance:
Local Revenue	181,150.00	FY 23 Deposit	15,188.33	63,375.65
State Revenues	0.00	FY22 Deposit	15,931.00	48,187.32
Total Revenues:	233,524.32	FY21 Deposit	15,970.89	32,256.32
		FY20 Deposit	16,285.43	16,285.43