

AGENDA

FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR THE
CITY OF THORNE BAY, ALASKA
TUESDAY, JUNE 18, 2024

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 Report: In Packet
 - b) EMS Report:
 - c) VPSO Report:
- 8) PUBLIC COMMENTS:
- 9) COUNCIL COMMENTS:
- 10) CONSENT AGENDA:
 - a) MINUTES
 - i. [Minutes of the June 4, 2024, Regular City Council Meeting, discussion and action item:](#)
- 11) NEW BUSINESS:
 - a) Community Connections proposal for property purchase, discussion item;
- 12) ORDINANCES FOR PUBLIC HEARING:
- 13) ORDINANCES FOR INTRODUCTION:
 - a) Ordinance 24-06-18-01, 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 2025, July 1, 2024 -June 30, 2025, anticipated revenues and expenditures, discussion and action item;
- 14) CONTINUATION OF PUBLIC COMMENT:
- 15) CONTINUATION OF COUNCIL COMMENT:
- 16) ADJOURNMENT:

POSTED: June 14, 2024



City of Thorne Bay

Thorne Bay, AK 999109

PHONE: (907) 828-3380; FAX: (907) 828-3374

E-MAIL: cityclerk@thornebay-ak.gov

DEPARTMENT REPORT

Subject: Monthly Department Report

Department: Water & Sewer Utility

Supervisor: Sam Sawyer, Level II Water

Employees: Sam Sawyer, Supervisor
Willy Jennings, Employee

Date: June 2024

A Departmental Overview

The Water/Sewer Department is administered by Sam Sawyer, Level II Water Operator. The Supervisor(s) and staff are responsible for the operation and maintenance of the City's four core sanitation services: Water Treatment, Water Distribution, Sewage Collection, and Sewer Treatment. Duties include maintenance, minor and major schedule and unscheduled repairs throughout all four systems, monthly reporting to the Alaska Department of Environmental Conservation as required, direct sampling as scheduled for water quality and wastewater effluent quality compliance, implementation of a preventative maintenance schedule, construction of new water distribution mains and residential /commercial service connections and wastewater collection mains and residential/commercial service connections.

Current Department Activities:

Spring is here so we are beginning to start flushing fire hydrants again and cleaning up around the water and sewer facilities. We are also doing filter maintenance on the Nanofiltration unit and our three sand filters this month and have scheduled a company to inspect our water tank in June with a remote controlled robot that inspects the inside of our water storage tank. I am also happy to report that Willy is now level 1 certified in water/sewer treatment and distribution. We are performing all our regular duties including our monthly water/sewer sampling requirements.

2023 CRR Water report is out and available on the City's website, Facebook page, or in print at City Hall.

MINUTES

FOR THE REGULAR MEETING
OF THE CITY COUNCIL FOR THE
CITY OF THORNE BAY, ALASKA
TUESDAY, JUNE 4, 2024

TIME: 6:30 p.m.

THERE WAS A WORKSHOP OF THE CITY COUNCIL HELD AT 6:00PM

- 1) **CALL TO ORDER:** The meeting was called to order by Vice Mayor Burger at 6:30pm
- 2) **PLEDGE TO FLAG:** The audience and council stood for the pledge of allegiance.
- 3) **ROLL CALL:**
Those present were:
Blair, LaVoie, Burger, Lovell, Hartwell & Kaer
Those absent were:
Nyquest
- 4) **APPROVAL OF AGENDA: A motion to , Seconded.**
MOTION: Move to approve the Agenda.
F/S: Burger/ Hartwell
YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell
NAYS: None
ABSENT: Nyquest
STATUS: Motion Passed.
- 5) **MAYOR'S REPORT: Vice Mayor gave a short report.**
- 6) **ADMINISTRATIVE REPORTS:**
 - a) City Administrator:
 - i. Reviewed the RUS Broadband Grant
 - ii. Reviewed Atlas Tower progress for the Cell Tower
 - iii. Mentioned the Community Connections pitch to purchase City property
 - iv. Sen. Murkowski submitted a request for 1.5 Mil for Southside EMS firehall.
 - b) Clerk: None
- 7) **DEPARTMENT REPORTS:**
 - a) WATER: None
 - b) VPSO: None
 - c) EMS: None
- 8) **PUBLIC COMMENTS:**
 - a) Harvey MacDonald: Noticed money from local lumber income opportunities.
- 9) **COUNCIL COMMENTS:**
 - a) Kaer requested correction in minutes.
 - b) Burger redirected the council member to refer to that at the correct agenda item.
 - c) Lovell asked if a vendor could serve alcohol on city property during the Thorne Bay Days.
 - Feibel asked clarifying questions and answered questions. Huestis added an additional request in regard to liability waiver and insurance.
 - d) Hartwell informed that the wood on stairs down the hill by the store is rotten. Also commented that we will be getting a garbage can at the claw and questioned when the fish cleaning station would be moved? When will the water leaks on the dock be fixed?

10) **PUBLIC HEARING:**

- a) 24-04-25-01 PZ Variance application to be permitted development of an undersized lot within RES/COMM II Zone.

MOTION: Move to open the Hearing
F/S: Burger/ Hartwell
YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell
NAYS: None
ABSENT: Nyquest
STATUS: **Motion Passed.**

- Huestis gave an overview of the reason for the variance application.
- Tyra Huestis gave information on the application.
- Public commentor asked about location
- Hartwell commented that he disagrees with the need for a variance.
- Huestis clarified the reason for the variance application
- Kaer commented on lot size and need for safety with setbacks.
- Feibel clarified setbacks were met, but lot size is not. Variance is necessary.
- Discussion on possible Code change followed.
- Hartwell requested a survey on properties.
- Discussion on parking requirements followed.

Public hearing closed.

Vice Mayor Motioned to consider a variation of lot size and return at the next meeting with an ordinance to amend the zoning code. Seconded.

MOTION: Move to consider a variation of lot size and return at the next meeting with an ordinance to amend the zoning code.
F/S: Burger/ Hartwell
YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell
NAYS: None
ABSENT: Nyquest
STATUS: **Motion Passed.**

11) **CONSENT AGENDA:**

12) **NEW BUSINESS:**

- a) Minutes of the May 7, 2024, Regular City Council Meeting, discussion and action item:

MOTION: Move to approve the Minutes of May 7, 2024 Regular City Council Meeting
F/S: Burger/ Hartwell
YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell
NAYS: None
ABSENT: Nyquest
STATUS: **Motion Passed.**

- i. Kaer requested an amendment regarding Kuntz's Pit, the intended question was water in a near by stream, not on personal property.

MOTION: Move to approve the Agenda.

F/S: Burger/ Hartwell
YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell
NAYS: None
ABSENT: Nyquest
STATUS: Motion Passed.

13) ORDINANCES FOR PUBLIC HEARING:

- a) **Ordinance 24-05-04-01: 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**

Vice Mayor moved to approve Ordinance 24-05-04-01, an ordinance establishing FY25 Budget, Seconded. No Discussion.

MOTION: Move to approve Ordinance 24-05-04-01, an ordinance establishing FY25 Budget

F/S: Burger/ Hartwell
YEAS: Kaer, Blair, LaVoie, Burger, Hartwell, Lovell
NAYS: None
ABSENT: Nyquest
STATUS: Motion Passed.

14) ORDINANCES FOR INTRODUCTION:

15) CONTINUATION OF PUBLIC COMMENT: None

16) CONTINUATION OF COUNCIL COMMENT:

- a) Hartwell questioned whether the budget would be discussed.
b) Huestis explained some of the budgeted expenses and income opportunities.

17) ADJOURNMENT: Meeting adjourned at 7:38 pm



IT IS IN THE SHELTER
OF EACH OTHER THAT
THE PEOPLE LIVE.

Irish Proverb

Ketchikan

721 Stedman St
Ketchikan, AK 99901
Tel: (907) 225-7825
Fax: (907) 225-1541

Prince of Wales

P.O. Box 420
Craig, AK 99921
Tel: (907) 826-3891
Fax: (907) 826-3892

June 6, 2024

John Huestis
Thorne Bay City Administrator
120 Freeman Drive
Thorne Bay, AK 99919

Dear Thorne Bay City Council:

We hope things are going great in Thorne Bay and that summer decides to show up at some point soon.

As we have discussed in previous meetings, Community Connections is interested in purchasing the vacant lot (Lot 4, Block 4, ASLS. 82-139) adjacent to our current business location situated just across the way from City Hall. Unfortunately, the trailer we are currently using as our operational base is falling apart and isn't going to meet our long-term needs. We would like to develop a new operational base on the subject property by constructing a new facility, which would further imbed Community Connections in the Thorne Bay community for decades to come. In the last 6 months, we have had the lot surveyed, as the old property monuments were no longer visible, and had it appraised to determine it's "as-is" monetary value. We have attached both of these documents to this letter for reference. We are prepared to offer the City of Thorne Bay \$40,000 for the parcel.

We have provided services to youth and families, seniors, and individuals with developmental disabilities in Thorne Bay continuously for over 25 years. The number of Community Connections employees who live in Thorne Bay has waxed and waned, based on need, over the years and has ranged anywhere from 2-10 employees. We currently employ 4 Full-time and 2 part-time Thorne Bay residents in our various programs along with one (1) contracted Therapeutic Foster Home.

- Children's Mental Health Program: Our Children's Mental Health program has provided more services in Thorne Bay in the last decade or so than our other programs. While the number of children and families being served vacillates based on need, this program typically serves between 4-12 youth/families with mental health concerns at any given time. The services include one-on-one staff in the community and in the classroom, group and family counseling/activities, professional psychotherapy, and case management. Some youth also receive services in one of our contracted Therapeutic Foster Homes. We currently have one licensed therapeutic foster home in Thorne Bay. The goal of these services is to help local kids/families to be functional, successful, and satisfied in places where they live, learn, work, and play, and to reach their individualized goals.
- Senior and Disability Services Program: These services are provided to adults and children with developmental disabilities and seniors living in Thorne Bay. Services to seniors entail dispatching a staff/contractor to provide in-home personal care attendant services, respite (giving the primary caregiver a break), or chore services (e.g. cleaning, chopping firewood, shopping, cooking) so that seniors can live in their own homes for as long as they can. Services to people with developmental

disabilities and seniors living in Thorne Bay. Services to seniors entail dispatching a staff/contractor to provide in-home personal care attendant services, respite (giving the primary caregiver a break), or chore services (e.g. cleaning, chopping firewood, shopping, cooking) so that seniors can live in their own homes for as long as they can. Services to people with developmental disabilities involve helping local residents in a variety of ways to increase their independence, contribution, community integration, and quality of life.

- Early Learning Program: This program provides a wide range of services, in partnership with local families, to support the healthy development of young children birth to three years. Our professional staff provide information on child development, evaluate early development, and provide special instructions and therapy designed to improve the child's development during these critical years. Services are most commonly provided in the family's home or can be provided in our office space, depending on the wishes of the family. This program provides screening and other services to about 3 Thorne Bay families per year.

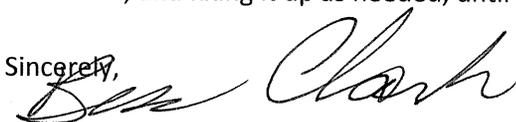
Community Connections has a long-term commitment to all Prince of Wales communities, including Thorne Bay and surrounding areas. We hope to continue making a positive difference in the lives of Thorne Bay area residents long into the future. In order to achieve this goal, we need safe and adequate operational facility from which to serve our customers, taking into consideration current and future community needs.

After purchasing this property, we intend to work with local architects to design a versatile 1000-2000 square foot facility that can support our organization in providing services across a broad spectrum of needs, ages, and abilities. The space will incorporate, at a minimum, private office spaces for confidential counseling services, group activity areas, a kitchen, as well as some degree of covered outdoor space. The structure will be single story and will be fully wheelchair accessible. We will work with the city to ensure that it meets all zoning specifications and other requirements. Securing a site for the facility is just the first step. We anticipate working through the stages of capital development over the next several years (2-4 years). First we will assess the needed components of the facility, then come up with a preliminary design concept, and finally begin the long process of fundraising and grant writing. In order for any funding agencies to take us seriously, we must own, not lease, the property. Owning the property demonstrates to prospective funders that we are serious about our commitment to future development in Thorne Bay.

We are excited by the prospect of working with the Thorne Bay community on developing a new base of operations. Maxwell Mercer, Deputy Director at Community Connections, will be attending your June City Council meeting in person to answer any questions you might have.

Do not hesitate to call or email if you need further information. And thank you so much for leasing the existing land to us for only \$10/month. It is much appreciated. We plan to continue operating out of the trailer, and fixing it up as needed, until the new facility is developed.

Sincerely,



Bess Clark, MBA, Executive Director

Svend's Dr. East

Plat #83-42

Plat #90-3 is Good

GT2 MAG

51F 5/8" REBAR

50F 3.25" ALCAP 3171

107F 5/8" REBAR

106F 5/8" REBAR

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GT1 MAG

FH1

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73F 5/8" REBAR

Freeman Dr.

Lot 5A

Lot 6

Tract D

Lot 4, Blk. 4

Tract AE

Lot 1A

Tract AM

REM. LOT 2 Plat #90-27

Rainy Lane

Shoreline Dr.

Svend's Dr. South

#2000-44 MATCHES
#2000-43 GREAT!!!

Note:
Point Numbers in "BLUE"
with an "F" indicate all
Recovered Property
Corners and Control
Points - This Survey.

Set 2" ALCAP
on 5/8" Rebar
LS #13013
at all (7) Corners
of Lot 4, Blk. 4
(Typical)

Basis of Bearings
S41°27'12"W 447.24' (447.10')



Scale: 1"=40'



GT LAND SURVEYING LLC
757 Forest Avenue
Ketchikan, AK 99901
Phone: (907) 821-8764

Drawn By: GLT
Date: 12/20/2023

Record of Survey
LOT 4, BLOCK 4, A.S.L.S. 82-139
PLAT NO. 2000-43, KETCHIKAN RECORDING DISTRICT



ORDINANCE 24-06-18-01
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 2025, JULY 1, 2024 -JUNE 30, 2025, 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, 2024, to June 30, 2025*, 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, 2024, to June 30, 2025, 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 18, 2024

Lee Burger, Mayor

ATTEST

Caitlyn Sawyer, City Clerk

<u>OPERATING BUDGET</u>	<u>FY23 Actuals</u>	<u>FY24 Budget</u>	<u>FY24 Actuals</u>	<u>Proposed FY25 Budget</u>
Income	\$ 2,116,851.89	\$ 1,632,732.00	\$ 1,325,568.75	\$ 1,597,821.00
Expense	\$ 1,986,286.46	\$ 1,822,601.77	\$ 1,587,728.58	\$ 1,802,258.40
NET Operating Income:	\$ (379.16)	\$ (189,869.77)	\$ (262,159.83)	\$ (204,437.40)

<u>Class List:</u>	<u>Income:</u>	<u>Expense:</u>	<u>Net:</u>	<u>Revenue Distribution:</u>
<i>Carryover from FY24</i>	<i>\$ 1,325,568.75</i>	<i>\$ 1,587,728.58</i>	<i>\$ (262,159.83)</i>	<i>\$ (262,159.83)</i>
Admin-FY25	\$ 723,820.00	\$ 516,678.03	\$ 207,141.97	\$ (55,017.86)
Council-FY25	\$ 600.00	\$ 29,800.00	\$ (29,200.00)	\$ (84,217.86)
PZ-FY25	\$ 287.00	\$ 50.00	\$ 237.00	\$ (83,980.86)
EMS-FY25	\$ 26,500.00	\$ 33,940.00	\$ (7,440.00)	\$ (91,420.86)
Fire-FY25	\$ 10,500.00	\$ 14,081.95	\$ (3,581.95)	\$ (95,002.81)
Harbor-FY25	\$ 117,260.00	\$ 149,074.45	\$ (31,814.45)	\$ (126,817.26)
VPSO-FY25	\$ 25,000.00	\$ 37,753.20	\$ (12,753.20)	\$ (139,570.46)
Library-FY25	\$ 6,425.00	\$ 10,024.78	\$ (3,599.78)	\$ (143,170.24)
Parks-FY25	\$ 16,750.00	\$ 80,823.60	\$ (64,073.60)	\$ (207,243.85)
RV-FY25	\$ 10,350.00	\$ 12,967.00	\$ (2,617.00)	\$ (209,860.85)
Streets-FY25	\$ 105,150.00	\$ 288,545.25	\$ (183,395.25)	\$ (393,256.10)
SW-FY25	\$ 187,520.00	\$ 196,490.58	\$ (8,970.58)	\$ (402,226.68)
Sewer-FY25	\$ 171,512.00	\$ 162,572.93	\$ 8,939.07	\$ (393,287.61)
Water-FY25	\$ 181,150.00	\$ 243,708.61	\$ (62,558.61)	\$ (455,846.23)
FY25 BUDGET	\$ 1,582,824.00	\$ 1,776,510.40	\$ (262,159.83)	\$ (455,846.23)
FY25 OPERATING INCOME/EXPENSE BUDGET:			-455,846.23	
Total Excess to Return to Reserve Account:			455,846.23	
TOTAL NET OPERATING BUDGET:			0.00	
Total Repair & Replacement Expense:			\$ 64,428.18	

CARRYOVER FUNDING:

CHECKING/SAVINGS BALANCES:

Values based May 30, 2024, Account Statement

Checking Account TFCU	\$200,817.50
Playground Savings	\$2,008.32
Community Center Savings	\$7,518.40
TOTAL CHECKING/SAVING:	\$210,344.22

OCCUPANCY TAX BALANCES:

Values based May 30, 2024, Account Statement

OCC TAX EMS/FIR	\$12,841.39
OCC TAX TOURISM	\$12,966.58
OCC TAX PARKS	\$11,342.38
OCC TAX HARBOR	\$26,860.28
Anticipated Deposits after June 30	
Total Occupancy Tax Funds:	\$64,010.63

SALES TAX BALANCES:

Values based May 30, 2024, Account Statement

60% STREETS & ROADS SALES TAX	\$56,608.39
40% COMMUNITY DEVELOPMENT SALES TAX	\$79,169.52
Anticipated Deposits after June 30	
Total Sales Tax Funds:	\$135,777.91

REPAIR AND REPLACEMENT ACCOUNT BALANCES:

Values based May 30, 2024, Account Statement

HARBOR R&R	\$57,209.15
RV PARK R&R	\$451.62
WATER UTL R&R	\$48,300.67
SEWER UTL R&R	\$36,445.72
SOLID WASTE R&R	\$15,154.07
STREETS R&R	\$24,161.85
Anticipated Deposits after June 30	
Total Repair & Replacement Funds:	\$181,723.08

INVESTMENTS MONEY MARKET/BONDS:

Values based May 30, 2024, Account Statement

Wells Fargo Money Market	\$100,793.92
Wells Fargo Bonds & CD	\$673,292.00
Total Investment Reserve Funds:	\$867,975.39

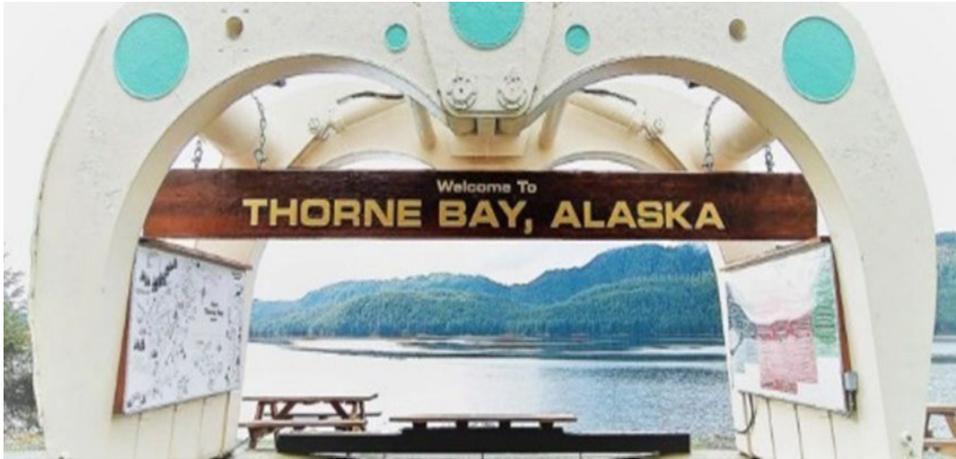
QUICKBOOKS OPERATING INCOME/EXPENSE

Values based May 30, 2024, Account Statement

ANTICIPATED REVENUE FOR REMAINDER OF FY24:	\$ 1,610,024.30
ANTICIPATED EXPENSE FOR REMAINDER OF FY24:	\$ 1,503,187.05
TOTAL FY24-ANTICIPATED REVENUE TO CARRY FORWARD:	106,837.25

BALANCE SHEET **\$1,566,668.48**

Administration & Finance:



FY25 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

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	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
SURPLUS INCOME				
Subsidized Income				
FEES & PERMITS INCOME				
Animal Fees	350.00	280.00	350.00	
ATV Fees	850.00	978.71	850.00	
Fees & Permits	700.00		300.00	
Parking Permit Income	15,500.00	13,476.06	15,500.00	
Senior Tax Cards	3,000.00	1,084.00	3,000.00	
Total FEES & PERMITS INCOME	20,400.00	15,818.77	20,000.00	
FINES & PENALTIES				
Citations	300.00	0.00	300.00	
Finance Charge Income	350.00	77.32	350.00	
Fines for Parking Violations	0.00	428.00	0.00	
Total FINES & PENALTIES	650.00	505.32	650.00	
GRANT INCOME				
Pearl Nelson Playground Update	15,000.00			
Total GRANT INCOME	15,000.00			
INTEREST & INVESTMENT INCOME				
Dividend, Interest (Securities)	1,200.00	0.00	1,200.00	
Interest Income	120.00	1.90	120.00	Income from our investment accounts
Total INTEREST & INVESTMENT INCOME	1,320.00	1.90	1,320.00	
MISCELLANEOUS INCOME				
Copier/Fax	100.00	101.50	100.00	

Misc. Income	20.00	100.00	100.00	
Total MISCELLANEOUS INCOME	120.00	201.50	200.00	
RENTALS & LEASE INCOME				
Lease of City Property	25,000.00	22,426.62	25000	
Rental Income	20.00	55.00	20.00	
Total RENTALS & LEASE INCOME	25,020.00	22,481.62	25,000.00	
SALES				
Rock Sales	5,000.00	6,255.20	5,000.00	
Surplus Property	500.00	0.00	500.00	
Total SALES	5,500.00	6,255.20	5,500.00	
SERVICE CHARGES				
Notary/Lamination	350.00	144.00	350.00	
Public Records Laboor	200.00	0.00	200.00	
Passport Services	600.00	129.35	600.00	
Reconnection of Services	1,000.00	305.00	1,000.00	Administrative fees for temporary utility disconnections and reconnections made without prior approval.
Total SERVICE CHARGES	2,150.00	578.35	2,150.00	
STATE REVENUES				
Community Aide Assistance	4,000.00	8,801.70	4,000.00	This is an unknown amount at this time.
Payment in Lieu of Taxes	145,000.00	155,168.92	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	149,000.00	163,970.62	149,000.00	
TAX INCOME				
Sales Tax	520,000.00	522,749.67	520,000.00	
Total TAX INCOME	520,000.00	522,749.67	520,000.00	

Total Income	724,160.00	732,562.95	723,820.00
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Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	10,000.00	0.00	10,000.00	Labor for building upgrades - Painting City Hall and VPSO, Develop Concept Plan for new Community Center
Legal Services	5,000.00	110.00	5,000.00	Trying to reduce Lawyer needs this upcoming year.
Total CONTRACT SERVICES	15,000.00	110.00	15,000.00	
FEES / PERMITS / LICENS EXPENSE				
Advertising and Promotion	500.00	25.00	500.00	Advertising needs would only be for when we publish in the Island Post for RFP's, or other notices.
Bank Service Charges	235.00	220.00	220.00	
Credit Card Merchant Fees	5,350.00	3,269.56	5,350.00	
Dues and Subscriptions	6,000.00	6,618.73	6,800.00	Adobe Acrobat, On-the-clock time payroll timekeeping, AML Membership Dues, AAMC Membership dues.
Fees Permits & Licensing Exp	5,500.00	2,711.54	5,500.00	Alaska Municipal Clerk Membership, Notary Renewals.
Finance Charges Expense			0.00	
Total FEES / PERMITS / LICENS EXPENSE	17,585.00	12,844.83	18,370.00	
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	0.00	5,551.56	6,000.00	HSA added per Resolution 23-07-08-02
Health Insurance	36,050.59	118,085.44	30,896.26	Switched to Aetna (per Resolution 23-07-08-02). Was still billed for Previous insurance, working on refunds.
Life Insurance	368.16	377.40	380.00	
Payroll Taxes	6,670.92	6,387.46	6,670.92	
PERS	49,573.26	46,212.88	71,037.78	
Worker's Compensation	1,215.00	1,215.00	1,215.00	AML RENEWAL
PAYROLL EXPENSES - Other	233,639.81	235,844.14	295,388.08	COLI increases for 2025 Wage Scale
Total PAYROLL EXPENSES	327,517.74	413,673.88	411,588.03	
TRAVEL & TRAINING				
Conference, Convention, Meeting	2,600.00	1,838.37	3,200.00	Clerk Conference November, John SE Conference (2), PNW Clerks Training in Tacoma
Mileage Reimbursement	0.00	0.00	120.00	
Per Diem	2,000.00	0.00	1,500.00	

Travel	3,500.00	1,075.00	3,500.00	
Total TRAVEL & TRAINING	8,100.00	2,913.37	8,320.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	2,500.00	40.49	1,500.00	Boiler repairs are needed annually, would like to do printer maintenance on copier.
Equipment Purchase	2,500.00	0.00	1,500.00	Would like a small budget for equipment replacement as necessary
Vehicle Fuel	2,000.00	164.73	950.00	reduction in fuel needs for Admin.
Vehicle Maintenance & Repairs	250.00	0.00	250.00	oil change and tune up necessary
Total VEHICLE & EQUIPMENT EXPENSES	7,250.00	205.22	4,200.00	
Total Expense	431,626.74	477,652.55	516,678.03	
Net Income	292,533.26	254,910.40	207,141.97	

City Council

Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
Subsidized Income Gen Account	40,281.32	0.00	29,200.00	
MISCELLANEOUS INCOME				
Election Income	600.00	300.00	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.
Total MISCELLANEOUS INCOME	600.00	300.00	600.00	
Total Income	600.00	300.00	600.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
ELECTION EXPENSES				
Election Materials & Supplies	250.00	149.40	250.00	Paper, Pens, Sanitary Supplies, Envelopes, Veggie trays for each polling station.
Election Worker Wages	1,809.12	1,680.00	1,800.00	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	2,059.12	1,829.40	2,050.00	
FEES / PERMITS / LICENS EXPENSE				
Dues and Subscriptions	2,500.00	3,140.75	3,200.00	Godaddy Email subscriptions for all councilmembers + Expense for Webex public meeting participation by web/telephone continued. Budget increased due to GoDaddy subscription increase
Total FEES / PERMITS / LICENS EXPENSE	2,500.00	3,140.75	3,200.00	
MATERIALS & SUPPLIES				
Furniture & Equipment	0.00	0.00	150.00	I do not know of any furniture needs for the Council for FY25, but I budgeted a small amount incase.

Materials & Supplies	75.00	73.59	75.00	
Total MATERIALS & SUPPLIES	75.00	73.59	225.00	
MISCELLANEOUS EXPENSES				
Donations	3,500.00	1,895.92	3,000.00	Annual donation to VOCTEC in the amount of \$1500 for FY25 budget and future + \$1000 TB Athletics Dept.
Total MISCELLANEOUS EXPENSES	3,500.00	1,895.92	3,000.00	
OPERATING EXPENSES				
Postage and Freight	25.00	0.00	225.00	I would like to introduce sending Postcard Noifications of Elections.
Telephone, Telecommunications	0.00	0.00	0.00	
Total OPERATING EXPENSES	25.00	0.00	225.00	
PAYROLL EXPENSES				
Payroll Taxes	1,972.20	1,274.18	1,400.00	
PAYROLL EXPENSES - Other	22,800.00	17,441.88	14,400.00	Councilmembers stipend of \$100 per meeting + Mayor Stipend of \$500 per month
Total PAYROLL EXPENSES	24,772.20	18,716.06	15,800.00	
TRAVEL & TRAINING				
Training	7,750.00	5,440.77	5,200.00	Newly Elected Official Training Perdiem Costs. This is done partially online now using Zoom, however there are costs associated for registering for the class and receiving materials. Budgeted for 2 members to attend in Anchorage. (Registration, Airfare, & Per Diem)
Total TRAVEL & TRAINING	7,750.00	5,440.77	5,200.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Purchase	200.00	0.00	100.00	Not a used line, but leaving a small amount just in case.
Total VEHICLE & EQUIPMENT EXPENSES	200.00	0.00	100.00	
Total Expense	40,881.32	31,096.49	29,800.00	

Net Income	-40,281.32	-30,796.49	-29,200.00
	Subsidized Income From Gen Account		29,200.00
	Total Operating Budget		0.00

EMS

Income	FY23 Budget	Jul 1, '22 - June 3, 2023	FY24 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ 2,336.95		\$ 34,488.20	
MISCELLANEOUS INCOME				
Derby Donation Income	500.00	1,500.00	1,500.00	
Donation Income	1,000.00	1,765.80	2,000.00	
Event Income	0.00	1,562.50	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 3, 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	1,105.39	925.00	
Heating Fuel	500.00	456.18	500.00	
Telephone, Telecommunications	1,250.00	925.47	1,250.00	This is split between EMS & Fire
Total OPERATING EXPENSES	2,800.00	2,614.79	2,800.00	
PAYROLL EXPENSES				
Payroll Taxes	1,012.05	1,012.08	4,048.20	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	11,700.00	46,800.00	
Total PAYROLL EXPENSES	21,185.05	14,685.08	50,978.20	
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	846.18	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	1,338.88	2,700.00	
Total Expense	29,841.05	21,744.75	59,988.20	
Net Income	-8,341.05	3,083.55	-34,488.20	
			Subsidized Income From Gen Account	34,488.20
			Total Operating Budget	0.00

Subsidized Income	\$ 34,488.20
Local Revenue	\$ 5,500.00
State Revenues	\$ 20,000.00

EMS

Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ 2,336.95		\$ 7,440.00	
MISCELLANEOUS INCOME				
Derby Donation Income	500.00	1,500.00	1,500.00	
Donation Income	2,000.00	750.00	1,000.00	
Event Income	2,000.00	6,238.00	4,000.00	With a more active squad, there is likely to be more donations
Total MISCELLANEOUS INCOME	4,500.00	8,488.00	6,500.00	
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	24,500.00	28,488.00	26,500.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	0.00	0.00	0.00	ARPA Grant Paid
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	3,250.00	3,316.00	3,400.00	

Total INSURANCE EXPENSE	3,250.00	3,316.00	3,400.00	
MATERIALS & SUPPLIES				
Materials & Supplies	250.00	172.54	250.00	We have the ARPA grant that will purchase materials this fiscal year
Total MATERIALS & SUPPLIES	250.00	172.54	250.00	
OPERATING EXPENSES				
Bldng. Grnds. Maint & Repair	125.00	66.50	125.00	
Electricity	925.00	705.21	925.00	
Heating Fuel	500.00	315.59	500.00	
Telephone, Telecommunications	1,250.00	925.47	1,250.00	This is split between EMS & Fire
Total OPERATING EXPENSES	2,800.00	2,012.77	2,800.00	
PAYROLL EXPENSES				
Payroll Taxes	2,473.90	1,441.42	2,500.00	This includes payment of Dispatchers only. Dispatch is now handled 100% through EMS and no longer done through City Hall.
Worker's Compensation	130.00	2,074.75	2,080.00	
PAYROLL EXPENSES - Other	28,600.00	17,190.33	20,000.00	
Total PAYROLL EXPENSES	31,203.90	20,706.50	24,580.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	500.00	69.46	500.00	
Equipment Purchase	0.00	0.00	0.00	We have the ARPA grant that will purchase equipment this fiscal year.
Vehicle Fuel	1,200.00	1,382.33	1,400.00	Increased due to increase in fuel prices.
Vehicle Repairs and Maintenance	1,000.00	523.86	1,000.00	Ambulance maintenance needs
Total VEHICLE & EQUIPMENT EXPENSES	2,700.00	1,975.65	2,900.00	
Total Expense	40,203.90	28,193.46	33,940.00	
Net Income	-15,703.90	294.54	-7,440.00	
			Subsidized Income From Gen Account	7,440.00
			Total Operating Budget	0.00

Fire

Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
Subsidized Income Gen Account	1,779.75	0.00	1,779.75	
MISCELLANEOUS INCOME				
Donation Income	1,000.00	100.00	500.00	
Miscellaneous Income	2,000.00	0.00	0.00	
Total MISCELLANEOUS INCOME	3,000.00	100.00	500.00	
STATE REVENUES				
Community Aide Assistance	10,000.00	10,000.00	10,000.00	This amount depends on the total award for CAA from the State. We don't know this amount yet.
Total STATE REVENUES	10,000.00	10,000.00	10,000.00	
Total Income	13,000.00	10,100.00	10,500.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
FEES/PERMITS/LICENSING EXP				
Dues & Subscriptions	0.00	0.00	10.00	
Total FEES/PERMITS/LICENSING	0.00	0.00	10.00	
INSURANCE EXPENSE				
AML/Insurance	5,000.00	5,389.00	5,400.00	Fire equipment and building coverage
Total INSURANCE EXPENSE	5,000.00	5,389.00	5,400.00	
MATERIALS & SUPPLIES				
Materials & Supplies	0.00	0.00	0.00	ARPA Grant Funds to cover.
Total MATERIALS & SUPPLIES	0.00	0.00	0.00	
OPERATING EXPENSES				
Building Grounds Maint. Repair	2,500.00	1,348.45	2,500.00	
Electricity	2,000.00	2,624.89	2,000.00	

Heating Fuel	700.00	632.94	700.00	
Telephone, Telecommunications	1,300.00	1,117.62	1,300.00	
Total OPERATING EXPENSES	6,500.00	5,723.90	6,500.00	
PAYROLL EXPENSES				
Payroll Taxes	25.95	0.00	25.95	
Worker's Compensation	1,677.00	1,594.00	1,746.00	
PAYROLL EXPENSES - Other	150.00	0.00	150.00	Fire Chief Paid from ARPA Grant
Total PAYROLL EXPENSES	1,852.95	1,594.00	1,921.95	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	50.00	0.00	50.00	
Equipment Purchase	0.00	0.00	0.00	I don't know what the needs would be for FY25
Vehicle Fuel	200.00	79.81	200.00	
Vehicle Repairs and Maintenance	0.00	0.00	0.00	ARPA Grant Funds
Total VEHICLE & EQUIPMENT EXPENSES	250.00	79.81	250.00	
Total Expense	13,602.95	12,786.71	14,081.95	
Net Income	-602.95	-2,686.71	-3,581.95	
		Subsidized Income From Gen Account	3,581.95	
		Total Operating Budget	0.00	

Harbor:



FY25 Recommendations:

- Evaluate rental rates and policies to see if adjustments are needed.
- Upgrade security cameras to have more useful views of the Harbors.
- 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:

- Seek Planning Grant for Boat Pullout Yard development.

OVERVIEW:

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

It is expected that 2025 will see both the North and South Harbor's at or very near capacity with revenues again outpacing expenditures.

There are no major vehicle or equipment purchases and no capital projects planned for the Department within the 2025 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 2025.

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	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
Subsidized Income	1,871.60		31,814.45	This number is autocalculated based on the total net income.
ENTERPRISE ACCTS				
Davidson Landing Fees	26,000.00	22,272.90	26,000.00	
<u>Grid Fees</u>	50.00	0.00	50.00	
<u>North Harbor Fees</u>	70,000.00	73,085.03	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	3,200.00	2,010.00	3,200.00	
<u>Landing Fees</u>	200.00	0.00	200.00	Need better system for collecting landing fees
Live-aboard Fees	13,000.00	6,168.96	7,500.00	USFS Barge Live-aboard fees
Total ENTERPRISE ACCTS	112,450.00	103,536.89	106,950.00	
FINES & PENALTIES				
Citations	350.00	0.00	350.00	Parking citations, other harbor violations
Parking Violation Fines	750.00	0.00	750.00	
Total FINES & PENALTIES	1,100.00	0.00	1,100.00	
INTEREST & INVESTMENT INCOME				
Interest Income	0.00	27.00	25.00	
Total INTEREST & INVESTMENT INCOME	0.00	27.00	25.00	
MISCELLANEOUS INCOME				
Misc. Income	250.00	0.00	100.00	Misc. donations or other revenue sources
Total MISCELLANEOUS INCOME	250.00	0.00	100.00	
SALES				
Surplus Income	250.00	0.00	250.00	

Total SALES INCOME	250.00	0.00	250.00	
SERVICE CHARGES				
Laborer	75.00	0.00	75.00	
Reconnection Fee - Live-a-board	60.00	0.00	60.00	
Services Availability	1,200.00	725.60	1,200.00	
Total SERVICE CHARGES	1,335.00	725.60	1,335.00	
STATE REVENUES				
Fishery Tax Receipts	3,000.00	1,773.20	3,000.00	This is an estimated amount.
Total STATE REVENUES	3,000.00	1,773.20	3,000.00	
TAX INCOME				
Sales Tax	4,500.00	4,052.27	4,500.00	
Total TAX INCOME	4,500.00	4,052.27	4,500.00	
Total Income	122,635.00	110,114.96	117,260.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
BAD DEBT				
Bad Debt - Collection Accts	500.00	0.00	500.00	
Total BAD DEBT	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	10.00	Vehicle registration renewals every 2 years
Total FEES / PERMITS / LICENS EXPENSE	35.00	33.98	35.00	
INSURANCE EXPENSE				
AML/Insurance	7,750.00	8,745.00	7,750.00	

Total INSURANCE EXPENSE	7,750.00	8,745.00	7,750.00	
MATERIALS & SUPPLIES				
Computer/Software	0.00	0.00	0.00	Purchased new computer in 2021 and Microsoft Office is paid under dues and subscriptions above.
Furniture & Equipment	250.00	0.00	250.00	
Materials & Supplies	2,500.00	1,774.44	2,500.00	
Total MATERIALS & SUPPLIES	2,750.00	1,774.44	2,750.00	
MISCELLANEOUS EXPENSES				
Other Misc. Expenses	250.00	0.00	250.00	Misc expenses not covered in other line items. Example: Coffee
Total MISCELLANEOUS EXPENSES	250.00	0.00	250.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	1,500.00	1,102.86	1,500.00	
Electricity	14,206.97	14,966.08	17,215.00	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	170.61	250.00	
Telephone, Telecommunications	600.00	638.60	700.00	Cell phone
Total OPERATING EXPENSES	17,556.97	17,677.65	20,665.00	
PAYROLL EXPENSES				
H.S.A. Company	0.00	3,651.37	4,000.00	
Health Insurance	17,930.00	27,155.79	34,548.67	
Life Insurance	122.72	113.39	122.72	
Payroll Taxes	1,192.02	957.53	3,073.48	
PERS	10,703.86	9,473.24	6,091.58	
Worker's Compensation	3,722.00	3,722.00	3,960.00	
PAYROLL EXPENSES - Other	49,735.00	42,987.73	55,378.00	CY25 COLI in Jan
Total PAYROLL EXPENSES	83,405.60	88,061.05	107,174.45	
REPAIR & REPLACEMENT ENTERPRISE				

Harbor Replacement expense	11,738.50	5,054.20	5,500.00	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 \$57,209.15, but will increase on June 30th when I deposit the 10% of revenues from this year.
Total REPAIR & REPLACEMENT ENTERPRISE	11,738.50	5,054.20	5,500.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	750.00	0.00	750.00	
Equipment Purchase	750.00	278.40	750.00	
Equipment Rental Expense	250.00	0.00	250.00	
Vehicle Fuel	1,950.00	1,298.01	1,500.00	
Vehicle Repairs and Maintenance	2,500.00	0.00	1,200.00	Annual preventative maintenance and unforeseen issues
Total VEHICLE & EQUIPMENT EXPENSES	6,200.00	1,576.41	4,450.00	
Total Expense	130,186.07	122,922.73	149,074.45	
Net Income	-7,551.07	-12,807.77	-31,814.45	
Subsidized Income From Gen Account			31,814.45	
Total Operating Budget			0.00	

Law Enforcement

Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
SUPPLEMENTAL INCOME	\$ 11,828.20		\$ (37,753.20)	
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	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	22,500.00	22,500.00	
SURPLUS REVENUES				
Surplus Sales	0.00	0.00	2,000.00	Sale of impounded/abandoned vehicles
Total TAX INCOME	0.00	0.00	2,000.00	
Total Income	20,500.00	22,500.00	25,000.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
CONTRACT SERVICES				
Impound Expenses	450.00	0.00	550.00	Need to impound abandoned vehicles
Total CONTRACT SERVICES	450.00	0.00	550.00	
INSURANCE EXPENSE				
AML/Insurance	850.00	850.00	850.00	
Total INSURANCE EXPENSE	850.00	850.00	850.00	
MATERIALS & SUPPLIES				
Materials & Supplies	150.00	194.65	200.00	
Total MATERIALS & SUPPLIES	150.00	194.65	200.00	

OPERATING EXPENSES				
Bldg/Grnd Maint Repair	200.00	12.00	200.00	
Electricity	1,000.00	987.35	1,000.00	
Heating Fuel	1,200.00	547.04	1,000.00	
Postage and Freight	50.00	0.00	50.00	
Telephone, Telecommunications	2,250.00	2,572.65	2,900.00	calculated with 15% increase.
Total OPERATING EXPENSES	4,700.00	4,119.04	5,150.00	
PAYROLL EXPENSES				
Payroll Taxes	1,453.20	1,245.60	1,453.20	
PAYROLL EXPENSES - Other	16,800.00	14,000.00	16,800.00	2 VPSO's with \$700 housing stipends. Conversation has been had about 3 VPSOs, might need to increase to accommodate.
Total PAYROLL EXPENSES	18,253.20	15,245.60	18,253.20	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	2,250.00	259.29	2,250.00	
Vehicle Fuel	9,000.00	5,472.47	9,000.00	2 VPSO rigs & increased fuel costs - leaving at 9,000 since we had 1 VPSO for 6 months.
Vehicle Maintenance & Repairs	2,500.00	246.27	1,500.00	vehicle maintenance
Total VEHICLE & EQUIPMENT EXPENSES	13,750.00	5,978.03	12,750.00	
Total Expense	38,153.20	26,387.32	37,753.20	
Net Income	-17,653.20	-3,887.32	37,753.20	
Subsidized Income From Gen Account			37,753.20	
Total Operating Budget			0.00	

Library

Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ 14,074.90		\$ 3,599.78	
MISCELLANEOUS INCOME				
Copier/Fax	200.00	55.24	200.00	
Donation Income	0.00	23.75	100.00	
Misc. Income	25.00	40.00	25.00	
Total MISCELLANEOUS INCOME	225.00	118.99	325.00	
SALES				
Surplus Property	100.00	0.00	100.00	
Total SALES	100.00	0.00	100.00	
STATE REVENUES				
Community Aide Assistance	5,000.00	6,000.00	6,000.00	
Total STATE REVENUES	5,000.00	6,000.00	6,000.00	
Total Income	5,325.00	6,118.99	6,425.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
FEES / PERMITS / LICENS EXPENSE				
Advertising and Promotion	0.00	0.00	0.00	
Dues and Subscriptions	191.88	191.88	191.88	email subscription & yearly subscription for Catalog System.
Total FEES / PERMITS / LICENS EXPENSE	191.88	191.88	191.88	
INSURANCE EXPENSE				
AML/Insurance	1,875.00	2,063.00	2,063.00	Library Insurance
Total INSURANCE EXPENSE	1,875.00	2,063.00	2,063.00	
MATERIALS & SUPPLIES				

Computer/Software	3,000.00	2,200.00	350.00	Budgeted higher last year for new software.
Furniture & Equipment	200.00	0.00	250.00	Would like new lighting.
Materials & Supplies	1,250.00	718.43	1,250.00	
Total MATERIALS & SUPPLIES	4,450.00	2,918.43	1,850.00	
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	24.00	150.00	New Library, Maintenance and Repair needs should be low for this first year.
Electricity	1,500.00	2,231.21	2,300.00	New library has electric heat. Jan-March rate was around \$300 and April - May averages \$200
Internet Use	0.00	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	50.00	15.70	50.00	ILL expenses
Telephone, Telecommunications	360.00	150.00	370.00	
Total OPERATING EXPENSES	2,410.00	2,420.91	2,870.00	
PAYROLL EXPENSES				
Life Insurance	0.00	0.00	0.00	
Payroll Taxes	224.90	93.79	224.90	
PAYROLL EXPENSES - Other	2,600.00	1,400.00	2,600.00	We pay \$100 bi-weekly to Library Director.
Total PAYROLL EXPENSES	2,824.90	1,493.79	2,824.90	
TRAVEL & TRAINING				
Training	0.00	0.00	0.00	
Travel	0.00	0.00	0.00	Not sure of the needs the Library Director will have. Most training is done online, meaning less travel expenses. But there may be costs for training even if done online. Before COVID our Library Director had to go to Juneau at least once a year for training.
Total TRAVEL & TRAINING	0.00	0.00	0.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	75.00	0.00	50.00	

Equipment Purchase	250.00	0.00	75.00	
Total VEHICLE & EQUIPMENT EXPENSES	325.00	0.00	125.00	
Total Expense	12,176.78	9,088.01	10,024.78	
Net Income	-6,851.78	-2,969.02	-3,599.78	
			Subsidized Income From Gen Account	3,599.78
			Total Operating Budget	0.00

Parks & Recreation:



FY24 Recommendations:

- 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.

Department Projects:

- Repairs/improvements on the Healthy Heart Trail.
- Upgrade baseball field and track
- 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	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ 34,143.90	\$ 22,440.87	\$ 64,073.60	
MISCELLANEOUS INCOME				
In-Kind Income	0.00	0.00	0.00	
Event Income	1,000.00	0.00	1,000.00	Did not have any events FY23
Misc. Income	50.00	0.00	0.00	
Total MISCELLANEOUS INCOME	1,050.00	0.00	1,000.00	
RENTALS & LEASE INCOME				
Rental Income	750.00	0.00	750.00	This would be if we surplused ATV, park equipment, maintenance equipment like a weed eater, etc.
Total SALES	750.00	0.00	750.00	
STATE REVENUES				
Community Aide Assistance	15,000.00	15,000.00	15,000.00	This amount depends on the total award for CAA from the State. We don't know this amount yet.
Total STATE REVENUES	15,000.00	15,000.00	15,000.00	
Total Income	16,800.00	15,000.00	16,750.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 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	100.00	
Total INSURANCE EXPENSE	60.00	60.00	100.00	
MATERIALS & SUPPLIES				

Materials & Supplies	550.00	1,220.78	700.00	Park upgrades and baseball field maintenance.
Total MATERIALS & SUPPLIES	550.00	1,220.78	700.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	1,500.00	1,592.52	1,600.00	Grounds are ball field, bball court, park, etc.
Electricity	1,200.00	1,213.13	1,500.00	
Postage and Freight	250.00	1,535.27	250.00	freight of supplies for parks maintenance
Total OPERATING EXPENSES	2,950.00	4,340.92	3,350.00	
PAYROLL EXPENSES				
Life Insurance	0.00	0.00	0.00	No fulltime Perm employees for Parks
Payroll Taxes	3,675.47	1,328.52	38,823.49	
PERS	0.00	0.00	0.00	
Worker's Compensation	3,547.00	3,551.75	1,725.00	AML WORK/COMP
PAYROLL EXPENSES - Other	42,511.43	435.54	34,525.11	
Total PAYROLL EXPENSES	49,733.90	5,315.81	75,073.60	
TRAVEL & TRAINING				
Mileage Reimbursement	0.00	0.00	0.00	
Total OPERATING EXPENSES	0.00	0.00	0.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	250.00	0.00	250.00	
Equipment Purchase	500.00	0.00	250.00	
Equipment Rental Expense	300.00	680.00	500.00	Bathroom rental for park and ball field
Vehicle Fuel	500.00	194.67	250.00	
Vehicle Repairs and Maintenance	150.00	0.00	150.00	
Total VEHICLE & EQUIPMENT EXPENSES	1,700.00	874.67	1,400.00	
Total Expense	55,193.90	12,004.06	80,823.60	
Net Income	-38,393.90	2,995.94	-64,073.60	
Subsidized Income From Gen Account			64,073.60	
Total Operating Budget			0.00	

Planning & Zoning

Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
SUBSIDIZED INCOME				
FEES & PERMITS INCOME				
Zoning Application Fees	200.00	150.00	200.00	
Total FEES & PERMITS INCOME	200.00	150.00	200.00	
FINES & PENALTIES				
Citations	0.00	0.00	75.00	Fines for zoning violations.
Total FINES & PENALTIES	0.00	0.00	75.00	
STATE REVENUES				
Community Aide Assistance	0.00	0.00	0.00	
Total STATE REVENUES	0.00	0.00	0.00	
SALES TAX:	0.00	3.00	12.00	
Total Income	200.00	153.00	287.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
FEES / PERMITS / LICENS EXPENSE				
Fees Permits & Licensing Exp	25.00	0.00	25.00	
Total FEES / PERMITS / LICENS EXPENSE	25.00	0.00	25.00	
MATERIALS & SUPPLIES				
Materials & Supplies	0.00	0.00	0.00	Envelopes, notepads or other misc. exp.
Total MATERIALS & SUPPLIES	0.00	0.00	0.00	
OPERATING EXPENSES				

				Postage expenses for mailing notices of Zoning Permits or other changes to all effected property owners. Variances, Conditional Use Permits, Notice of Inents, Zonine Amendments, etc., are all examples of what we would send out notices for.
Postage and Freight	50.00	0.00	25.00	
Total OPERATING EXPENSES	50.00	0.00	25.00	
PAYROLL EXPENSES				
Payroll Taxes	137.10	0.00		No Current Planning Commission.
Worker's Compensation	0.00	0.00	0.00	
PAYROLL EXPENSES - Other		0.00	0.00	
Total PAYROLL EXPENSES	137.10	0.00	0.00	
Total Expense	212.10	0.00	50.00	
Net Income	-12.10	153.00	237.00	
Subsidized Income From Gen Account			-237.00	
Total Operating Budget			0.00	

RV Park

Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
SUBSIDIZED INCOME	\$ 4,664.13	\$ 4,664.13	\$ 2,617.00	
RENTALS & LEASE INCOME				
RV Park Fees	17,500.00	6,741.57	10,000.00	Downto 2 tenants. We could get more revenue if we repair electric pedelstals.
Total RENTALS & LEASE INCOME	17,500.00	6,741.57	10,000.00	
TAX INCOME				
Sales Tax	900.00	299.50	350.00	
Total TAX INCOME	900.00	299.50	350.00	
Total Income	18,400.00	7,041.07	10,350.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 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	76.13	77.00	Propane tank rental fee
Total FEES / PERMITS / LICENS EXPENSE	75.00	76.13	77.00	
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	150.00	
Electricity	1,650.00	250.18	1,700.00	Transient Electricity

Internet Expense	840.00	770.00	840.00	Available to transients - Setup Pay for Use?
Postage and Freight	50.00	0.00	50.00	
Total OPERATING EXPENSES	2,790.00	1,020.18	2,740.00	
REPAIR AND REPLACEMENT FUND				
RV Repair and Replacement Fund	15,385.00	275.00	10,000.00	RV Park is an enterprise account since it generates revenue from service provided. This replacement fund will be used for longterm repairs to the RV grounds such as electrical upgrades, etc.
Total REPAIR & REPLACEMENT	15,385.00	275.00	10,000.00	
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	18,400.00	1,246.31	12,967.00	
Net Income	0.00	5,794.76	-2,617.00	
Subsidized Revenue for creating a balanced budget:			2,617.00	
Total Operating Budget			0.00	

SOLID WASTE:



FY25 Recommendations:

- Survey property and develop updated maintenance & operation plan.
- 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. 2025 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.

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	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
Subsidized Income	-26,505.77	80,414.52	8,970.58	
ENTERPRISE ACCTS				
Solid Waste Fees	150,000.00	131,329.44	150,000.00	
Total ENTERPRISE ACCTS	150,000.00	131,329.44	150,000.00	
INTEREST & INVESTMENT INCOME				
Interest Income	0.00	10.12	20.00	Interest will be in the R& R account
Total INTEREST & INVESTMENT INCOME	0.00	10.12	20.00	
MISCELLANEOUS INCOME				
Misc. Income	0.00	0.00	0.00	
Total MISCELLANEOUS INCOME	0.00	0.00	0.00	
SALES				
Rock Sales	25,000.00	28,650.00	30,000.00	
Surplus Property	2,000.00	0.00	2,000.00	Surplus vehicles, high value metals, parts, etc.
Total SALES	2,000.00	0.00	32,000.00	
TAX INCOME				
Sales Tax	5,500.00	4,269.61	5,500.00	
Total TAX INCOME	5,500.00	4,269.61	5,500.00	
TOTAL INCOME	157,500.00	135,609.17	187,520.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	5,000.00	0.00	1,500.00	Labor for Wire Tie or Baler Repair person
Total CONTRACT SERVICES	5,000.00	0.00	1,500.00	
FEES / PERMITS / LICENS EXPENSE				

Dues and Subscriptions	300.00	239.88	300.00	Email fee and Internet Security Software
Fees Permits & Licensing Exp	1,500.00	1,058.45	1,500.00	Cheyenne Scale & State DOT for Certification & Inspection of Scales & Landfill Permit.
Testing	2,000.00	0.00	2,000.00	Testing expenses for the ground water required annually per SW Permit.
Total FEES/PERMITS/LICENSE EXPENSE	3,800.00	1,298.33	3,800.00	
INSURANCE EXPENSE				
AML/Insurance	3,200.00	4,954.00	5,000.00	
Total INSURANCE EXPENSE	3,200.00	4,954.00	5,000.00	
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	250.00	Desk, chairs, filing cabinets, etc.
Materials & Supplies	4,000.00	733.60	2,000.00	
Total MATERIALS & SUPPLIES	4,500.00	733.60	2,250.00	
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	5,000.00	146.99	1,000.00	Exterior damage repairs, overhead door repairs, plumbing repairs, roof repairs.
Electricity	10,500.00	9,422.00	10,500.00	
Internet Use	1,050.00	1,779.66	1,080.00	NEED TO CANCEL HUGHESNET
Postage and Freight	1,500.00	3,646.28	1,000.00	Freight to ship skidsteer, expect less FY25 calculated with a 15% increase
Telephone, Telecommunications	105.37	157.22	190.00	
Total OPERATING EXPENSES	18,155.37	15,152.15	13,770.00	
PAYROLL EXPENSES				
H.S.A. Company	0.00	3,701.73	4,000.00	

Health Insurance	22,150.46	21,735.68	24,858.72	Auto calculated from the wage table below. Please do not change any numbers here.
Life Insurance	245.44	236.94	245.44	
Payroll Taxes	3,564.77	2,210.60	4,605.10	
PERS	17,125.46	15,556.25	17,722.98	
Worker's Compensation	6,337.00	18,533.75	7,227.00	
PAYROLL EXPENSES - Other	114,397.97	12,191.49	80,250.43	
Total PAYROLL EXPENSES	163,821.10	74,166.44	138,909.67	
REPAIR & REPLACEMENT ENTERPRISE				
Solid Waste Repair Replacemt	19,300.88	0.00	13,560.92	10% of estimated revenue (excluding supplimental 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	19,300.88	0.00	13,560.92	
TRAVEL & TRAINING				
Mileage Reimbursement	0.00	0.00	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	750.00	216.00	750.00	Solid Waste Training September
Travel	250.00	1,637.56	250.00	Travel/Training for SE Conference to Petersburg.
Total TRAVEL & TRAINING	1,000.00	1,853.56	1,000.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Maint & Repair	12,000.00	2,056.06	8,000.00	Anticipated conveyor, hydraulic ram, baler, wire tie machine repair needs.
Equipment Purchase	1,250.00	5,265.95	5,000.00	Wire Tie Machine Repairs & Wire
Vehicle & Equipment Fuel	15,000.00	959.02	1,500.00	Increased Fuel Prices
Vehicle Repairs and Maintenance	7,000.00	1,759.92	2,000.00	
Total VEHICLE & EQUIPMENT EXPENSES	35,250.00	10,040.95	16,500.00	
Total Expense	254,227.35	108,199.03	196,490.58	

Net Income	-96,727.35	27,410.14	-8,970.58	
Subsidized Income From Gen Account			8,970.58	
Total Operating Budget			0.00	

Streets & Roads



FY25 Recommendations:

- 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:

- 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	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
SUBSIDIZED INCOME			183,395.25	
RENTALS & LEASE INCOME				
Equipment Rental	250,000.00	6,555.45	10,000.00	We are renting equipment with operator for public use
Total RENTALS & LEASE INCOME	250,000.00	6,555.45	10,000.00	
SALES				
Laborer - Rock Sales	1,000.00	11.25	150.00	
Rock Sales	1,000.00	11,351.30	10,000.00	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	500.00	20,000.00	Surplus equipment - old 590 backhoe?
Total SALES	22,000.00	11,862.55	30,150.00	
STATE REVENUES				
Payment in Lieu of Taxes	0.00	0.00	0.00	Total PILT anticipated at \$155k
National Forest Receipts	65,000.00	62,627.37	65,000.00	100% of National Forest Receipts is dedicated to Roads
Total STATE REVENUES	65,000.00	62,627.37	65,000.00	
TAX INCOME				
<i>Sales Tax</i>	120.00	229.90	250.00	
Total TAX INCOME	120.00	229.90	250.00	
Total Income	337,000.00	81,045.37	105,150.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	30,000.00	41,072.50	30,000.00	OVK Regular Street Main Contract
Total CONTRACT SERVICES	30,000.00	41,072.50	30,000.00	
FEES / PERMITS / LICENS EXPENSE				
Dues and Subscriptions	650.00	191.88	350.00	
Fees Permits & Licensing Exp	300.00	35.00	300.00	
Total FEES / PERMITS / LICENS EXPENSE	950.00	226.88	650.00	
INSURANCE EXPENSE				
AML/Insurance	6,606.00	7,785.04	7,800.00	
Total INSURANCE EXPENSE	6,606.00	7,785.04	7,800.00	
MATERIALS & SUPPLIES				
Materials & Supplies	12,500.00	549.99	8,000.00	Cold patch, cement, signs, culverts
Total MATERIALS & SUPPLIES	12,500.00	549.99	8,000.00	
OPERATING EXPENSES				
Bldg/Grnd Maint Repair	2,500.00	36.00	1,500.00	
Electricity	4,200.00	4,319.16	4,500.00	
Heating Fuel	3,200.00	4,130.74	4,300.00	
Postage and Freight	2,000.00	2,504.22	2,000.00	
Telephone, Communications	200.00	157.22	200.00	
Total OPERATING EXPENSES	12,100.00	11,147.34	12,500.00	
PAYROLL EXPENSES				
H.S.A. Company	0.00	3,683.01	4,000.00	
Health Insurance	14,451.55	21,599.98	24,858.72	
Life Insurance	122.72	118.02	122.72	
Payroll Taxes	2,798.87	2,188.88	2,647.00	
PERS	11,629.62	10,382.45	13,239.29	
Worker's Compensation	10,512.00	5,919.75	6,288.00	

PAYROLL EXPENSES - Other	73,354.12	65,772.62	73,734.98	
Total PAYROLL EXPENSES	112,868.88	109,664.71	124,890.71	
REPAIR & REPLACEMENT ENTERPRISE				
Streets Repair Funds	10,713.82	0.00	8,104.54	
Total REPAIR & REPLACEMENT ENTERPRISE	10,713.82	0.00	8,104.54	
TRAVEL & TRAINING				
Mileage Reimbursement	0.00	0.00	0.00	
Total TRAVEL & TRAINING	0.00	0.00	0.00	
VEHICLE & EQUIPMENT EXPENSES				
Equipment Lease- Purchase Payments	30,000.00	32,559.24	30,000.00	Mini-Excavator - Loan to purchase equipment.
Equipment Maint & Repair	25,000.00	10,388.60	35,000.00	Grader, loader, backhoe, excavator all being worked on or need repaired.
Equipment Purchase	45,000.00	1,282.73	25,000.00	Plow & sander needs
Vehicle & Equipment Fuel	5,000.00	5,049.96	5,100.00	Fuel prices have increased
Vehicle Repairs and Maintenance	5,000.00	516.97	1,500.00	Regular oil changes & other misc. maint requirements.
Total VEHICLE & EQUIPMENT EXPENSES	110,000.00	49,797.50	96,600.00	
Total Expense	295,738.70	220,243.96	288,545.25	
Net Income	41,261.30	-139,198.59	-183,395.25	
Subsidized Income From Gen Account			183,395.25	
Total Operating Budget			0.00	

SEWER:



FY25 Recommendations:

- Pursue all grant funding opportunities to correct collection system I & I issues.
- 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 2025.

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 2025.

Grant / Funding Opportunities:

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

Sewer

Sewer				
Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
Supplimental Income				
	45,412.37	0.00	-8,939.07	
ENTERPRISE ACCTS				
Sewer Fees	130,000.00	115,753.72	130,000.00	
Sewer Pumpout Fees	30,000.00	11,520.00	35,000.00	
Total ENTERPRISE ACCTS				
	160,000.00	127,273.72	165,000.00	
INTEREST & INVESTMENT INCOME				
Interest Income	12.00	11.81	12.00	Moved to Repair and Replacement Account
Total INTEREST & INVESTMENT INCOME				
	12.00	11.81	12.00	
TAX INCOME				
Sales Tax	9,600.00	5,857.93	6,500.00	
Total TAX INCOME				
	9,600.00	5,857.93	6,500.00	
Total Income				
	169,612.00	133,143.46	171,512.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	1,600.00	5,582.00	1,600.00	Higher amount here to fix Sewer Plant & Lift Stations
Total CONTRACT SERVICES				
	1,600.00	5,582.00	1,600.00	
FEES / PERMITS / LICENS EXPENSE				
Fees Permits & Licensing Exp	0.00	620.00	2,250.00	
Testing	17,500.00	16,545.20	17,000.00	
Total FEES / PERMITS / LICENS EXPENSE				
	17,500.00	17,165.20	19,250.00	
INSURANCE EXPENSE				
AML/Insurance	16,172.00	18,557.00	20,000.00	
Total INSURANCE EXPENSE				
	16,172.00	18,557.00	20,000.00	

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	600.00	24.00	600.00	
Electricity	35,000.00	32,962.76	35,000.00	
Heating Fuel	4,500.00	1,535.42	4,500.00	
Postage and Freight	2,500.00	1,896.20	2,500.00	
Telephone, Telecommunications	600.00	539.62	600.00	
Internet	0.00	867.94	1,080.00	Added Starlink to Sewer to compensate for no phone service.
Total OPERATING EXPENSES	43,200.00	36,958.00	43,200.00	
PAYROLL EXPENSES				
H.S.A. Company	0.00	1,846.24	2,000.00	
Health Insurance	7,698.91	7,117.31	13,255.44	
Life Insurance	122.72	118.32	122.72	
Payroll Taxes	1,327.51	1,182.91	4,653.05	
PERS	11,920.54	11,540.77	164.46	
Worker's Compensation	3,168.00	3,039.75	3,264.00	
PAYROLL EXPENSES - Other	53,455.95	52,463.54	28,348.92	
Total PAYROLL EXPENSES	77,693.63	77,308.84	51,808.59	
REPAIR & REPLACEMENT ENTERPRISE				
Sewer Repair and Replacement	15,394.87	16,258.60	13,314.35	10% of income excluding subsidized funding. (Increased from \$15,500)
Total REPAIR & REPLACEMENT ENTERPRISE	15,394.87	16,258.60	13,314.35	
TRAVEL & TRAINING				
Training	400.00	0.00	200.00	
Travel	400.00	0.00	250.00	Fuel reimbursement for travel to VOCTEC for Trainings
Total TRAVEL & TRAINING	800.00	0.00	450.00	
VEHICLE & EQUIPMENT EXPENSES				

Equipment Maint & Repair	10,000.00	621.29	700.00	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	0.00	5,000.00	Last year purchased a snake for \$6k. This year we have to repair or replace the sewer pumpout trailer. A new-used pumper truck runs at appx \$35000
Vehicle Fuel	3,000.00	1,001.28	2,000.00	
Vehicle Repairs and Maintenance	750.00	0.00	750.00	Upkeep on maintenance year round
Total VEHICLE & EQUIPMENT EXPENSES	18,750.00	1,622.57	8,450.00	
Total Expense	195,610.50	175,030.06	162,572.93	
Net Income	-25,998.50	-41,886.60	8,939.07	
Subsidized Income From Gen Account				-8,939.07
Total Operating Budget				0.00

Water:



FY25 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 2025.

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	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
Subsidized Income	22,543.80		62,558.61	
ENTERPRISE ACCTS				
Water Fees	160,000.00	123,912.02	160,000.00	
Total ENTERPRISE ACCTS	160,000.00	123,912.02	160,000.00	
INTEREST & INVESTMENT INCOME				
Interest Income	0.00	12.17	0.00	Moving to Repair and Replacement Account
Total INTEREST & INVESTMENT INCOME	0.00	12.17	0.00	
RENTAL & LEASE INCOME				
Equipment Rental	100.00	0.00	100.00	
Total RENTALS & LEASE INCOME	100.00	0.00	100.00	
SALES				
Surplus Property	300.00	0.00	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	300.00	0.00	300.00	
SERVICE CHARGES				
Services Availability	14,000.00	10,651.88	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	250.00	0.00	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	14,250.00	10,651.88	14,250.00	
TAX INCOME				
Sales Tax	6,500.00	4,907.68	6,500.00	Sales taxes collected on revenues. Tax rate is 6%, however some customers are exempt.
Total TAX INCOME	6,500.00	4,907.68	6,500.00	
Total Income	181,150.00	139,483.75	181,150.00	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
CONTRACT SERVICES				
Contract Labor	1,750.00	0.00	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	0.00	1,750.00	
FEES / PERMITS / LICENS EXPENSE				
Dues and Subscriptions	1,250.00	0.00	1,000.00	Alaska Rural Water Assoc Fee, DEC Certification Renewals, Internet Security Fee, Email Hosting Fee.
Testing	7,500.00	3,699.83	4,000.00	finance reports show that the testing expense never exceeded \$3000, however this year we have. I would anticipate \$4,000.00 next year.
Total FEES / PERMITS / LICENS EXPENSE	8,750.00	3,699.83	5,000.00	
INSURANCE EXPENSE				
AML/Insurance	17,000.00	17,844.00	19,000.00	
Total INSURANCE EXPENSE	17,000.00	17,844.00	19,000.00	
MATERIALS & SUPPLIES				
Chemicals	8,500.00	7,173.74	8,500.00	Chlorine, Nalco, Soda Ash
Materials & Supplies	8,000.00	1,616.76	8,000.00	
Total MATERIALS & SUPPLIES	16,500.00	8,790.50	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	1,000.00	175.00	1,000.00	may have unforeseen expenses upcoming.
Electricity	15,500.00	20,406.44	22,000.00	energy prices have gone up.
Heating Fuel	12,500.00	7,524.94	8,000.00	Fuel costs have risen terribly.
Internet Use	3,000.00	2,797.46	3,000.00	\$2,640.00 annually, \$220.00/mo for Water Plant Operation Internet Annual Expense and Networking Annual Expenses
Postage and Freight	4,500.00	3,530.63	4,500.00	Freight for shipping water samples required by State. Also costs of materials and supplies, equipment etc. ordered and shipped. We need to consider what kind of purchases we will make this upcoming year and factor the freight into that.
Total OPERATING EXPENSES	36,500.00	34,434.47	38,500.00	
PAYROLL EXPENSES				
H.S.A. Company	0.00	3,692.37	4,000.00	These are auto calculated cells based on the payroll data entered below. Please do not mess with these numbers. Thank you.
Health Insurance	21,179.86	30,567.09	34,548.67	
Life Insurance	128.18	118.32	122.72	
Payroll Taxes	1,585.72	1,299.05	1,786.79	
PERS	14,239.09	14,306.58	16,044.68	
Worker's Compensation	3,230.00	3,318.75	3,577.00	
PAYROLL EXPENSES - Other	64,723.14	53,983.89	72,930.37	
Total PAYROLL EXPENSES	105,085.99	107,286.05	133,010.24	
REPAIR & REPLACEMENT ENTERPRISE				
Water Repair and Replacement	15,188.33	15,188.33	13,948.38	10% of estimated revenues (not including subsidized funding)
Total REPAIR & REPLACEMENT ENTERPRISE	15,188.33	15,188.33	13,948.38	

TRAVEL & TRAINING					
Mileage Reimbursement	50.00	0.00	50.00		
Per Diem	500.00	0.00	500.00		
Training	750.00	0.00	750.00		
Travel	750.00	0.00	750.00		With online courses available more now, travel is less....But may have travel expenses to Klawock for testing at VOCTEC.
Total TRAVEL & TRAINING	1,500.00	0.00	1,500.00		
VEHICLE & EQUIPMENT EXPENSES					
Equipment Maint & Repair	6,500.00	958.40	6,500.00		tank Cleaning Costs
Equipment Purchase	20,500.00	9,750.00	4,000.00		high budget last year for filters. Expect less this year.
Vehicle Fuel	2,500.00	1,822.77	2,250.00		Fuel is split between water and sewer 50/50
Vehicle Repairs and Maintenance	1,000.00	468.90	1,000.00		
Total VEHICLE & EQUIPMENT EXPENSES	30,500.00	13,000.07	13,750.00		
Total Expense	233,524.32	200,243.25	243,708.61		
Net Income	-52,374.32	-60,759.50	-62,558.61		This deficit is 93% caused by the "Repair and Replacement" Expense of \$18.5k
Subsidized Income From Gen Account			62,558.61		
Total Operating Budget			0.00		