



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

  
Shane Nyquest, Mayor

ATTEST

  
Caitlyn Sawyer, City Clerk

## Administration & Finance

Income		FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
<b>SURPLUS INCOME</b>					
	Subsidized Income				
<b>FEES &amp; PERMITS INCOME</b>					
	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	
<b>Total FEES &amp; PERMITS INCOME</b>		<b>20,400.00</b>	<b>15,818.77</b>	<b>20,000.00</b>	
<b>FINES &amp; PENALTIES</b>					
	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	
<b>Total FINES &amp; PENALTIES</b>		<b>650.00</b>	<b>505.32</b>	<b>650.00</b>	
<b>GRANT INCOME</b>					
	Pearl Nelson Playground Update	15,000.00			
<b>Total GRANT INCOME</b>		<b>15,000.00</b>			
<b>INTEREST &amp; INVESTMENT INCOME</b>					
	Dividend, Interest (Securities)	1,200.00	0.00	1,200.00	
	Interest Income	120.00	1.90	120.00	Income from our investment accounts
<b>Total INTEREST &amp; INVESTMENT INCOME</b>		<b>1,320.00</b>	<b>1.90</b>	<b>1,320.00</b>	
<b>MISCELLANEOUS INCOME</b>					
	Copier/Fax	100.00	101.50	100.00	

Misc. Income	20.00	100.00	100.00	
<b>Total MISCELLANEOUS INCOME</b>	<b>120.00</b>	<b>201.50</b>	<b>200.00</b>	
<b>RENTALS &amp; LEASE INCOME</b>				
Lease of City Property	25,000.00	22,426.62	25000	
Rental Income	20.00	55.00	20.00	
<b>Total RENTALS &amp; LEASE INCOME</b>	<b>25,020.00</b>	<b>22,481.62</b>	<b>25,000.00</b>	
<b>SALES</b>				
Rock Sales	5,000.00	6,255.20	5,000.00	
Surplus Property	500.00	0.00	500.00	
<b>Total SALES</b>	<b>5,500.00</b>	<b>6,255.20</b>	<b>5,500.00</b>	
<b>SERVICE CHARGES</b>				
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.
<b>Total SERVICE CHARGES</b>	<b>2,150.00</b>	<b>578.35</b>	<b>2,150.00</b>	
<b>STATE REVENUES</b>				
Community Aide Assistance	4,000.00	8,801.70	4,000.00	This is an unknown amount at this time. We do not know what is anticipated for PILT because the State has not adopted their budget yet. In the
Payment in Lieu of Taxes	145,000.00	155,168.92	145,000.00	
<b>Total STATE REVENUES</b>	<b>149,000.00</b>	<b>163,970.62</b>	<b>149,000.00</b>	
<b>TAX INCOME</b>				
Sales Tax	520,000.00	522,749.67	520,000.00	
<b>Total TAX INCOME</b>	<b>520,000.00</b>	<b>522,749.67</b>	<b>520,000.00</b>	



<b>Total Income</b>	<b>724,160.00</b>	<b>732,562.95</b>	<b>723,820.00</b>
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<b>Expense</b>	<b>FY24 Budget</b>	<b>Jul 1, '23 - June 31, 2024</b>	<b>FY25 Proposed Budget</b>	<b>COMMENT</b>
<b>CONTRACT SERVICES</b>				
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.
<b>Total CONTRACT SERVICES</b>	<b>15,000.00</b>	<b>110.00</b>	<b>15,000.00</b>	
<b>FEES / PERMITS / LICENS EXPENSE</b>				
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	
<b>Total FEES / PERMITS / LICENS EXPENSE</b>	<b>17,585.00</b>	<b>12,844.83</b>	<b>18,370.00</b>	
<b>INSURANCE EXPENSE</b>				
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.
<b>Total INSURANCE EXPENSE</b>	<b>20,324.00</b>	<b>15,144.35</b>	<b>16,000.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>9,500.00</b>	<b>10,602.03</b>	<b>11,500.00</b>	
<b>OPERATING EXPENSES</b>				
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
<b>Total OPERATING EXPENSES</b>	<b>26,350.00</b>	<b>22,158.87</b>	<b>31,700.00</b>	
<b>PAYROLL EXPENSES</b>				
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
<b>Total PAYROLL EXPENSES</b>	<b>327,517.74</b>	<b>413,673.88</b>	<b>411,588.03</b>	
<b>TRAVEL &amp; TRAINING</b>				
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	
<b>Total TRAVEL &amp; TRAINING</b>	<b>8,100.00</b>	<b>2,913.37</b>	<b>8,320.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>7,250.00</b>	<b>205.22</b>	<b>4,200.00</b>	
<b>Total Expense</b>	<b>431,626.74</b>	<b>477,652.55</b>	<b>516,678.03</b>	
<b>Net Income</b>	<b>292,533.26</b>	<b>254,910.40</b>	<b>207,141.97</b>	



## 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	
<b>MISCELLANEOUS INCOME</b>				
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.
<b>Total MISCELLANEOUS INCOME</b>	<b>600.00</b>	<b>300.00</b>	<b>600.00</b>	
<b>Total Income</b>	<b>600.00</b>	<b>300.00</b>	<b>600.00</b>	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
<b>ELECTION EXPENSES</b>				
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.
<b>Total ELECTION EXPENSES</b>	<b>2,059.12</b>	<b>1,829.40</b>	<b>2,050.00</b>	
<b>FEES / PERMITS / LICENS EXPENSE</b>				
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
<b>Total FEES / PERMITS / LICENS EXPENSE</b>	<b>2,500.00</b>	<b>3,140.75</b>	<b>3,200.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>75.00</b>	<b>73.59</b>	<b>225.00</b>	
<b>MISCELLANEOUS EXPENSES</b>				
Donations	3,500.00	1,895.92	3,000.00	Annual donation to VOTTEC in the amount of \$1500 for FY25 budget and future + \$1000 TB Athletics Dept.
<b>Total MISCELLANEOUS EXPENSES</b>	<b>3,500.00</b>	<b>1,895.92</b>	<b>3,000.00</b>	
<b>OPERATING EXPENSES</b>				
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	
<b>Total OPERATING EXPENSES</b>	<b>25.00</b>	<b>0.00</b>	<b>225.00</b>	
<b>PAYROLL EXPENSES</b>				
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
<b>Total PAYROLL EXPENSES</b>	<b>24,772.20</b>	<b>18,716.06</b>	<b>15,800.00</b>	
<b>TRAVEL &amp; TRAINING</b>				
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)
<b>Total TRAVEL &amp; TRAINING</b>	<b>7,750.00</b>	<b>5,440.77</b>	<b>5,200.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
Equipment Purchase	200.00	0.00	100.00	Not a used line, but leaving a small amount just in case.
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>200.00</b>	<b>0.00</b>	<b>100.00</b>	
<b>Total Expense</b>	<b>40,881.32</b>	<b>31,096.49</b>	<b>29,800.00</b>	



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	
<b>Total INSURANCE EXPENSE</b>	<b>3,056.00</b>	<b>3,056.00</b>	<b>3,250.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
Materials & Supplies	1,000.00	40.00	250.00	We have the ARPA grant that will purchase materials this fiscal year
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>1,000.00</b>	<b>40.00</b>	<b>250.00</b>	
<b>OPERATING EXPENSES</b>				
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
<b>Total OPERATING EXPENSES</b>	<b>2,800.00</b>	<b>2,614.79</b>	<b>2,800.00</b>	
<b>PAYROLL EXPENSES</b>				
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	
<b>Total PAYROLL EXPENSES</b>	<b>21,185.05</b>	<b>14,685.08</b>	<b>50,978.20</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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?
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>1,800.00</b>	<b>1,338.88</b>	<b>2,700.00</b>	
<b>Total Expense</b>	<b>29,841.05</b>	<b>21,744.75</b>	<b>59,988.20</b>	
<b>Net Income</b>	<b>-8,341.05</b>	<b>3,083.55</b>	<b>-34,488.20</b>	
			<b>Subsidized Income From Gen Account</b>	<b>34,488.20</b>
			<b>Total Operating Budget</b>	<b>0.00</b>

<b>Subsidized Income</b>	<b>\$ 34,488.20</b>
<b>Local Revenue</b>	<b>\$ 5,500.00</b>
<b>State Revenues</b>	<b>\$ 20,000.00</b>



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	

<b>Total INSURANCE EXPENSE</b>	<b>3,250.00</b>	<b>3,316.00</b>	<b>3,400.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
Materials & Supplies	250.00	172.54	250.00	We have the ARPA grant that will purchase materials this fiscal year
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>250.00</b>	<b>172.54</b>	<b>250.00</b>	
<b>OPERATING EXPENSES</b>				
Bldg. 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
<b>Total OPERATING EXPENSES</b>	<b>2,800.00</b>	<b>2,012.77</b>	<b>2,800.00</b>	
<b>PAYROLL EXPENSES</b>				
Payroll Taxes	2,473.90	1,441.42	2,500.00	
Worker's Compensation	130.00	2,074.75	2,080.00	
PAYROLL EXPENSES - Other	28,600.00	17,190.33	20,000.00	This includes payment of Dispatchers only. Dispatch is now handled 100% through EMS and no longer done through City Hall.
<b>Total PAYROLL EXPENSES</b>	<b>31,203.90</b>	<b>20,706.50</b>	<b>24,580.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>2,700.00</b>	<b>1,975.65</b>	<b>2,900.00</b>	
<b>Total Expense</b>	<b>40,203.90</b>	<b>28,193.46</b>	<b>33,940.00</b>	
<b>Net Income</b>	<b>-15,703.90</b>	<b>294.54</b>	<b>-7,440.00</b>	
			<b>Subsidized Income From Gen Account</b>	<b>7,440.00</b>
			<b>Total Operating Budget</b>	<b>0.00</b>



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	
<b>Total OPERATING EXPENSES</b>	<b>6,500.00</b>	<b>5,723.90</b>	<b>6,500.00</b>	
<b>PAYROLL EXPENSES</b>				
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
<b>Total PAYROLL EXPENSES</b>	<b>1,852.95</b>	<b>1,594.00</b>	<b>1,921.95</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>250.00</b>	<b>79.81</b>	<b>250.00</b>	
<b>Total Expense</b>	<b>13,602.95</b>	<b>12,786.71</b>	<b>14,081.95</b>	
<b>Net Income</b>	<b>-602.95</b>	<b>-2,686.71</b>	<b>-3,581.95</b>	
<b>Subsidized Income From Gen Account</b>			<b>3,581.95</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	

# 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	
Grid Fees	50.00	0.00	50.00	
North Harbor Fees				Annual slip renewals come in May and June - I am confident we will meet this revenue. We also have the USFS Barge coming in that will be additional revenues.
	70,000.00	73,085.03	70,000.00	
Harbor Showers	3,200.00	2,010.00	3,200.00	
Landing Fees	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	

<b>Total SALES INCOME</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	
<b>SERVICE CHARGES</b>				
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	
<b>Total SERVICE CHARGES</b>	<b>1,335.00</b>	<b>725.60</b>	<b>1,335.00</b>	
<b>STATE REVENUES</b>				
Fishery Tax Receipts	3,000.00	1,773.20	3,000.00	This is an estimated amount.
<b>Total STATE REVENUES</b>	<b>3,000.00</b>	<b>1,773.20</b>	<b>3,000.00</b>	
<b>TAX INCOME</b>				
Sales Tax	4,500.00	4,052.27	4,500.00	
<b>Total TAX INCOME</b>	<b>4,500.00</b>	<b>4,052.27</b>	<b>4,500.00</b>	
<b>Total Income</b>	<b>122,635.00</b>	<b>110,114.96</b>	<b>117,260.00</b>	

<b>Expense</b>	<b>FY24 Budget</b>	<b>Jul 1, '23 - June 31, 2024</b>	<b>FY25 Proposed Budget</b>	<b>COMMENT</b>
<b>BAD DEBT</b>				
Bad Debt - Collection Accts	500.00	0.00	500.00	
<b>Total BAD DEBT</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>	
<b>CONTRACT SERVICES</b>				
Contract Labor	0.00	0.00	0.00	
Vehicle/Vessel Impoundment	0.00	0.00	0.00	
<b>Total CONTRACT SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>FEES / PERMITS / LICENS EXPENSE</b>				
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
<b>Total FEES / PERMITS / LICENS EXPENSE</b>	<b>35.00</b>	<b>33.98</b>	<b>35.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	7,750.00	8,745.00	7,750.00	



<b>Total INSURANCE EXPENSE</b>	<b>7,750.00</b>	<b>8,745.00</b>	<b>7,750.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>2,750.00</b>	<b>1,774.44</b>	<b>2,750.00</b>	
<b>MISCELLANEOUS EXPENSES</b>				
Other Misc. Expenses	250.00	0.00	250.00	Misc expenses not covered in other line items. Example: Coffee
<b>Total MISCELLANEOUS EXPENSES</b>	<b>250.00</b>	<b>0.00</b>	<b>250.00</b>	
<b>OPERATING EXPENSES</b>				
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
<b>Total OPERATING EXPENSES</b>	<b>17,556.97</b>	<b>17,677.65</b>	<b>20,665.00</b>	
<b>PAYROLL EXPENSES</b>				
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
<b>Total PAYROLL EXPENSES</b>	<b>83,405.60</b>	<b>88,061.05</b>	<b>107,174.45</b>	
<b>REPAIR &amp; REPLACEMENT ENTERPRISE</b>				

				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.
Harbor Replacement expense	11,738.50	5,054.20	5,500.00	
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>11,738.50</b>	<b>5,054.20</b>	<b>5,500.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>6,200.00</b>	<b>1,576.41</b>	<b>4,450.00</b>	
<b>Total Expense</b>	<b>130,186.07</b>	<b>122,922.73</b>	<b>149,074.45</b>	
<b>Net Income</b>	<b>-7,551.07</b>	<b>-12,807.77</b>	<b>-31,814.45</b>	
<b>Subsidized Income From Gen Account</b>			<b>31,814.45</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	



Law Enforcement				
Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
SUPPLIMENTAL 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	

<b>OPERATING EXPENSES</b>				
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.
<b>Total OPERATING EXPENSES</b>	<b>4,700.00</b>	<b>4,119.04</b>	<b>5,150.00</b>	
<b>PAYROLL EXPENSES</b>				
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.
<b>Total PAYROLL EXPENSES</b>	<b>18,253.20</b>	<b>15,245.60</b>	<b>18,253.20</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>13,750.00</b>	<b>5,978.03</b>	<b>12,750.00</b>	
<b>Total Expense</b>	<b>38,153.20</b>	<b>26,387.32</b>	<b>37,753.20</b>	
<b>Net Income</b>	<b>-17,653.20</b>	<b>-3,887.32</b>	<b>37,753.20</b>	
<b>Subsidized Income From Gen Account</b>			<b>37,753.20</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	



## Library

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

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
<b>FEES / PERMITS / LICENS EXPENSE</b>				
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.
<b>Total FEES / PERMITS / LICENS EXPENSE</b>	<b>191.88</b>	<b>191.88</b>	<b>191.88</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	1,875.00	2,063.00	2,063.00	Library Insurance
<b>Total INSURANCE EXPENSE</b>	<b>1,875.00</b>	<b>2,063.00</b>	<b>2,063.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				

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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>4,450.00</b>	<b>2,918.43</b>	<b>1,850.00</b>	
<b>MISCELLANEOUS EXPENSES</b>				
Other Misc. Expenses	100.00	0.00	100.00	
<b>Total MISCELLANEOUS EXPENSES</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	
<b>OPERATING EXPENSES</b>				
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	
<b>Total OPERATING EXPENSES</b>	<b>2,410.00</b>	<b>2,420.91</b>	<b>2,870.00</b>	
<b>PAYROLL EXPENSES</b>				
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.
<b>Total PAYROLL EXPENSES</b>	<b>2,824.90</b>	<b>1,493.79</b>	<b>2,824.90</b>	
<b>TRAVEL &amp; TRAINING</b>				
Training	0.00	0.00	0.00	
Travel	0.00	0.00	0.00	Not sure of the needs the Library Director will have. Most training is done online, 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.
<b>Total TRAVEL &amp; TRAINING</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
Equipment Maint & Repair	75.00	0.00	50.00	



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

## **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
<b>SUBSIDIZED INCOME</b>	<b>\$ 34,143.90</b>	<b>\$ 22,440.87</b>	<b>\$ 64,073.60</b>	
<b>MISCELLANEOUS INCOME</b>				
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	
<b>Total MISCELLANEOUS INCOME</b>	<b>1,050.00</b>	<b>0.00</b>	<b>1,000.00</b>	
<b>RENTALS &amp; LEASE INCOME</b>				
Rental Income	750.00	0.00	750.00	This would be if we surplused ATV, park equipment, maintenance equipment like a weed eater, etc.
<b>Total SALES</b>	<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	
<b>STATE REVENUES</b>				
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.
<b>Total STATE REVENUES</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	
<b>Total Income</b>	<b>16,800.00</b>	<b>15,000.00</b>	<b>16,750.00</b>	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
<b>FEES / PERMITS / LICENS EXPENSE</b>				
Fees Permits & Licensing Exp	200.00	191.88	200.00	Email subscription annual expense.
<b>Total FEES / PERMITS / LICENS EXPENSE</b>	<b>200.00</b>	<b>191.88</b>	<b>200.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	60.00	60.00	100.00	
<b>Total INSURANCE EXPENSE</b>	<b>60.00</b>	<b>60.00</b>	<b>100.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				



Materials & Supplies	550.00	1,220.78	700.00	Park upgrades and baseball field maintenance.
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>550.00</b>	<b>1,220.78</b>	<b>700.00</b>	
<b>OPERATING EXPENSES</b>				
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
<b>Total OPERATING EXPENSES</b>	<b>2,950.00</b>	<b>4,340.92</b>	<b>3,350.00</b>	
<b>PAYROLL EXPENSES</b>				
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	
<b>Total PAYROLL EXPENSES</b>	<b>49,733.90</b>	<b>5,315.81</b>	<b>75,073.60</b>	
<b>TRAVEL &amp; TRAINING</b>				
Mileage Reimbursement	0.00	0.00	0.00	
<b>Total OPERATING EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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	
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>1,700.00</b>	<b>874.67</b>	<b>1,400.00</b>	
<b>Total Expense</b>	<b>55,193.90</b>	<b>12,004.06</b>	<b>80,823.60</b>	
<b>Net Income</b>	<b>-38,393.90</b>	<b>2,995.94</b>	<b>-64,073.60</b>	
<b>Subsidized Income From Gen Account</b>			<b>64,073.60</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	

## Planning & Zoning

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

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

				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	
<b>Total OPERATING EXPENSES</b>	<b>50.00</b>	<b>0.00</b>	<b>25.00</b>	
<b>PAYROLL EXPENSES</b>				
Payroll Taxes	137.10	0.00		
Worker's Compensation	0.00	0.00	0.00	
PAYROLL EXPENSES - Other		0.00	0.00	No Current Planning Commission.
<b>Total PAYROLL EXPENSES</b>	<b>137.10</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expense</b>	<b>212.10</b>	<b>0.00</b>	<b>50.00</b>	
<b>Net Income</b>	<b>-12.10</b>	<b>153.00</b>	<b>237.00</b>	
<b>Subsidized Income From Gen Account</b>			<b>-237.00</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	



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 pedestals.
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	
<b>Total OPERATING EXPENSES</b>	<b>2,790.00</b>	<b>1,020.18</b>	<b>2,740.00</b>	
<b>REPAIR AND REPLACEMENT FUND</b>				
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.
<b>Total REPAIR &amp; REPLACEMENT</b>	<b>15,385.00</b>	<b>275.00</b>	<b>10,000.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
Equipment Purchase	0.00	0.00	0.00	
Equipment Maint & Repair	0.00	0.00	0.00	
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Expense</b>	<b>18,400.00</b>	<b>1,246.31</b>	<b>12,967.00</b>	
<b>Net Income</b>	<b>0.00</b>	<b>5,794.76</b>	<b>-2,617.00</b>	
<b>Subsidized Revenue for creating a balanced budget:</b>			<b>2,617.00</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	

# 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				

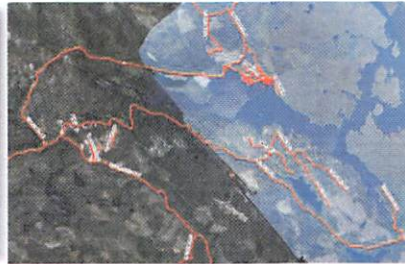
Dues and Subscriptions	300.00	239.88	300.00	Email fee and Internet Security Software
Fees Permits & Licensing Exp	1,500.00	1,058.45	1,500.00	Cheyenne Scale & State DOT for Certification & Inspection of Scales & Landfill Permit.
Testing	2,000.00	0.00	2,000.00	Testing expenses for the ground water required annually per SW Permit.
<b>Total FEES/PERMITS/LICENSE EXPENSE</b>	<b>3,800.00</b>	<b>1,298.33</b>	<b>3,800.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	3,200.00	4,954.00	5,000.00	
<b>Total INSURANCE EXPENSE</b>	<b>3,200.00</b>	<b>4,954.00</b>	<b>5,000.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>4,500.00</b>	<b>733.60</b>	<b>2,250.00</b>	
<b>MISCELLANEOUS EXPENSES</b>				
Misc. Expenses	200.00	0.00	200.00	
<b>Total MISCELLANEOUS EXPENSES</b>	<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	
<b>OPERATING EXPENSES</b>				
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	
<b>Total OPERATING EXPENSES</b>	<b>18,155.37</b>	<b>15,152.15</b>	<b>13,770.00</b>	
<b>PAYROLL EXPENSES</b>				
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	
<b>Total PAYROLL EXPENSES</b>	<b>163,821.10</b>	<b>74,166.44</b>	<b>138,909.67</b>	
<b>REPAIR &amp; REPLACEMENT ENTERPRISE</b>				
Solid Waste Repair Replacemt	19,300.88	0.00	13,560.92	10% of estimated revenue (excluding supplemental income). This is deposited into its own Savings Acct for future repairs to grounds and equipment required for the facility to operate.
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>19,300.88</b>	<b>0.00</b>	<b>13,560.92</b>	
<b>TRAVEL &amp; TRAINING</b>				
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.
<b>Total TRAVEL &amp; TRAINING</b>	<b>1,000.00</b>	<b>1,853.56</b>	<b>1,000.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
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	
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>35,250.00</b>	<b>10,040.95</b>	<b>16,500.00</b>	
<b>Total Expense</b>	<b>254,227.35</b>	<b>108,199.03</b>	<b>196,490.58</b>	

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
<b>Total RENTALS &amp; LEASE INCOME</b>	<b>250,000.00</b>	<b>6,555.45</b>	<b>10,000.00</b>	
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?
<b>Total SALES</b>	<b>22,000.00</b>	<b>11,862.55</b>	<b>30,150.00</b>	
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
<b>Total STATE REVENUES</b>	<b>65,000.00</b>	<b>62,627.37</b>	<b>65,000.00</b>	
TAX INCOME				
Sales Tax	120.00	229.90	250.00	
<b>Total TAX INCOME</b>	<b>120.00</b>	<b>229.90</b>	<b>250.00</b>	
<b>Total Income</b>	<b>337,000.00</b>	<b>81,045.37</b>	<b>105,150.00</b>	

Expense	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENT
<b>CONTRACT SERVICES</b>				
Contract Labor	30,000.00	41,072.50	30,000.00	OVK Regular Street Main Contract
<b>Total CONTRACT SERVICES</b>	<b>30,000.00</b>	<b>41,072.50</b>	<b>30,000.00</b>	
<b>FEES / PERMITS / LICENS EXPENSE</b>				
Dues and Subscriptions	650.00	191.88	350.00	
Fees Permits & Licensing Exp	300.00	35.00	300.00	
<b>Total FEES / PERMITS / LICENS EXPENSE</b>	<b>950.00</b>	<b>226.88</b>	<b>650.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	6,606.00	7,785.04	7,800.00	
<b>Total INSURANCE EXPENSE</b>	<b>6,606.00</b>	<b>7,785.04</b>	<b>7,800.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
Materials & Supplies	12,500.00	549.99	8,000.00	Cold patch, cement, signs, culverts
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>12,500.00</b>	<b>549.99</b>	<b>8,000.00</b>	
<b>OPERATING EXPENSES</b>				
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	
<b>Total OPERATING EXPENSES</b>	<b>12,100.00</b>	<b>11,147.34</b>	<b>12,500.00</b>	
<b>PAYROLL EXPENSES</b>				
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	
<b>Total PAYROLL EXPENSES</b>	<b>112,868.88</b>	<b>109,664.71</b>	<b>124,890.71</b>	
<b>REPAIR &amp; REPLACEMENT ENTERPRISE</b>				
Streets Repair Funds	10,713.82	0.00	8,104.54	
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>10,713.82</b>	<b>0.00</b>	<b>8,104.54</b>	
<b>TRAVEL &amp; TRAINING</b>				
Mileage Reimbursement	0.00	0.00	0.00	
<b>Total TRAVEL &amp; TRAINING</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				
Equipment 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.
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>110,000.00</b>	<b>49,797.50</b>	<b>96,600.00</b>	
<b>Total Expense</b>	<b>295,738.70</b>	<b>220,243.96</b>	<b>288,545.25</b>	
<b>Net Income</b>	<b>41,261.30</b>	<b>-139,198.59</b>	<b>-183,395.25</b>	
<b>Subsidized Income From Gen Account</b>			<b>183,395.25</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	



## **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				
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	

<b>MATERIALS &amp; SUPPLIES</b>				
Materials & Supplies	4,500.00	1,577.85	4,500.00	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>4,500.00</b>	<b>1,577.85</b>	<b>4,500.00</b>	
<b>OPERATING EXPENSES</b>				
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.
<b>Total OPERATING EXPENSES</b>	<b>43,200.00</b>	<b>36,958.00</b>	<b>43,200.00</b>	
<b>PAYROLL EXPENSES</b>				
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	
<b>Total PAYROLL EXPENSES</b>	<b>77,693.63</b>	<b>77,308.84</b>	<b>51,808.59</b>	
<b>REPAIR &amp; REPLACEMENT ENTERPRISE</b>				
Sewer Repair and Replacement	15,394.87	16,258.60	13,314.35	10% of income excluding subsidized funding. (Increased from \$15,500)
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>15,394.87</b>	<b>16,258.60</b>	<b>13,314.35</b>	
<b>TRAVEL &amp; TRAINING</b>				
Training	400.00	0.00	200.00	
Travel	400.00	0.00	250.00	Fuel reimbursement for travel to VOC TEC for Trainings
<b>Total TRAVEL &amp; TRAINING</b>	<b>800.00</b>	<b>0.00</b>	<b>450.00</b>	
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>				



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
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>18,750.00</b>	<b>1,622.57</b>	<b>8,450.00</b>	
<b>Total Expense</b>	<b>195,610.50</b>	<b>175,030.06</b>	<b>162,572.93</b>	
<b>Net Income</b>	<b>-25,998.50</b>	<b>-41,886.60</b>	<b>8,939.07</b>	
<b>Subsidized Income From Gen Account</b>			<b>-8,939.07</b>	
<b>Total Operating Budget</b>			<b>0.00</b>	

## **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				
Income	FY24 Budget	Jul 1, '23 - June 31, 2024	FY25 Proposed Budget	COMMENTS
<b>Subsidized Income</b>	<b>22,543.80</b>		<b>62,558.61</b>	
<b>ENTERPRISE ACCTS</b>				
Water Fees	160,000.00	123,912.02	160,000.00	
<b>Total ENTERPRISE ACCTS</b>	<b>160,000.00</b>	<b>123,912.02</b>	<b>160,000.00</b>	
<b>INTEREST &amp; INVESTMENT INCOME</b>				
Interest Income	0.00	12.17	0.00	Moving to Repair and Replacement Account
<b>Total INTEREST &amp; INVESTMENT INCOME</b>	<b>0.00</b>	<b>12.17</b>	<b>0.00</b>	
<b>RENTAL &amp; LEASE INCOME</b>				
Equipment Rental	100.00	0.00	100.00	
<b>Total RENTALS &amp; LEASE INCOME</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	
<b>SALES</b>				
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.
<b>Total SALES</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>	
<b>SERVICE CHARGES</b>				
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



<b>Total SERVICE CHARGES</b>	<b>14,250.00</b>	<b>10,651.88</b>	<b>14,250.00</b>	
<b>TAX INCOME</b>				
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.
<b>Total TAX INCOME</b>	<b>6,500.00</b>	<b>4,907.68</b>	<b>6,500.00</b>	
<b>Total Income</b>	<b>181,150.00</b>	<b>139,483.75</b>	<b>181,150.00</b>	

<b>Expense</b>	<b>FY24 Budget</b>	<b>Jul 1, '23 - June 31, 2024</b>	<b>FY25 Proposed Budget</b>	<b>COMMENT</b>
<b>CONTRACT SERVICES</b>				
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.
<b>Total CONTRACT SERVICES</b>	<b>1,750.00</b>	<b>0.00</b>	<b>1,750.00</b>	
<b>FEES / PERMITS / LICENS EXPENSE</b>				
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.
<b>Total FEES / PERMITS / LICENS EXPENSE</b>	<b>8,750.00</b>	<b>3,699.83</b>	<b>5,000.00</b>	
<b>INSURANCE EXPENSE</b>				
AML/Insurance	17,000.00	17,844.00	19,000.00	
<b>Total INSURANCE EXPENSE</b>	<b>17,000.00</b>	<b>17,844.00</b>	<b>19,000.00</b>	
<b>MATERIALS &amp; SUPPLIES</b>				
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	
<b>Total MATERIALS &amp; SUPPLIES</b>	<b>16,500.00</b>	<b>8,790.50</b>	<b>16,500.00</b>	

<b>MISCELLANEOUS EXPENSES</b>				
Misc. Expenses	750.00	0.00	750.00	For unforeseen expenses that are not covered under other line items
<b>Total MISCELLANEOUS EXPENSES</b>	<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	
<b>OPERATING EXPENSES</b>				
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.
<b>Total OPERATING EXPENSES</b>	<b>36,500.00</b>	<b>34,434.47</b>	<b>38,500.00</b>	
<b>PAYROLL EXPENSES</b>				
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	
<b>Total PAYROLL EXPENSES</b>	<b>105,085.99</b>	<b>107,286.05</b>	<b>133,010.24</b>	
<b>REPAIR &amp; REPLACEMENT ENTERPRISE</b>				
Water Repair and Replacement	15,188.33	15,188.33	13,948.38	10% of estimated revenues (not including subsidized funding)
<b>Total REPAIR &amp; REPLACEMENT ENTERPRISE</b>	<b>15,188.33</b>	<b>15,188.33</b>	<b>13,948.38</b>	

<b>TRAVEL &amp; TRAINING</b>					
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.
<b>Total TRAVEL &amp; TRAINING</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>		
<b>VEHICLE &amp; EQUIPMENT EXPENSES</b>					
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		
<b>Total VEHICLE &amp; EQUIPMENT EXPENSES</b>	<b>30,500.00</b>	<b>13,000.07</b>	<b>13,750.00</b>		
<b>Total Expense</b>	<b>233,524.32</b>	<b>200,243.25</b>	<b>243,708.61</b>		
<b>Net Income</b>	<b>-52,374.32</b>	<b>-60,759.50</b>	<b>-62,558.61</b>		This deficit is 93% caused by the "Repair and Replacement" Expense of \$18.5k
<b>Subsidized Income From Gen Account</b>			<b>62,558.61</b>		
<b>Total Operating Budget</b>			<b>0.00</b>		