



**Saxman
Regular Meeting
November 18, 2020
5:30 PM**

AGENDA

Call to Order

The City Clerk is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://zoom.us/>

Meeting ID: 960 1205 4667

Passcode: 7nAWY1

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 960 1205 4667

Passcode: 560059

Prayer

Roll Call/Quorum

Public Comments

Consideration of the Agenda

Consent Agenda: *Matters listed under the consent agenda are routine and will be enacted by one motion and one vote. There will be no separate discussion on these items. If the Mayor or council member requests discussion, that item will be removed from the consent calendar and will be considered under "Unfinished Business".*

Old Business

1. CARES Act Funding Update

Background: The City Administrator would like to give the Council an update on the CARES Act Fund account. There should be some direction about how much to grant for December.

Action would be: *"I make a motion to make the amount of December's Utility/Rent/Mortgage grant _____"*

2. October Financials

Background: Due to the recent increase in CoVid-19 cases the Finance Committee meeting was postponed. The City Administer is presenting the financials for the Council's review.

Action would be: *"I make a motion to accept Octobers Financial Statements"*

New Business

3. Extend Emergency Ordinance #20-12

Background: Emergency Ordinances are valid for 60 days. With the uptick of CoVid-19 cases in the area a new Emergency Ordinance should be signed. Because this is a non-coded ordinance for a short period of time a separate Public Hearing need not be set.

Action would be: *"I make a motion to approve Emergency Ordinance #20-13 an extension to the Emergency Ordinance #20-12."*

Public Hearings: *After the reading of each draft Ordinance the Mayor will ask for comments from the public. After public comments are closed by the Mayor motions may be made.*

Unfinished Business

Staff Reports

Background: City Administrator report to the Council.

Executive Session

Next Meeting Dates:

City Council Meeting: 12.16.2020 5:30 PM

Building and Ordinance Meeting: 12.8.2020 4:00 PM

Seaport Meeting: 12.17.2020 4:00 PM

Public Safety Planning Meeting: 12.8.2020 5:00 PM

Finance Meeting: 12.10.2020 5:00

Tourism Master Planning Meeting:

Totem and Tourism Meeting:

Additional Meetings: CARES Act Funding 12.10.2020 4:00 PM

Council/Mayor Comments

Adjournment

City of Saxman
Profit & Loss Budget vs. Actual
July 1 through November 17, 2020

| | Jul 1 - Nov 17, 20 | Budget | \$ Over Budget | % of Budget |
|---------------------------------------|--------------------|-------------|-------------------|---------------|
| Income | | | | |
| 4101 · CARES Grant | | | | |
| 4101.1 · State of Alaska CARES | 239,342.10 | 0.00 | 239,342.10 | 100.0% |
| 4101.2 · CARES - KGB | 367,775.00 | 0.00 | 367,775.00 | 100.0% |
| Total 4101 · CARES Grant | 607,117.10 | 0.00 | 607,117.10 | 100.0% |
| 4410 · Interest Income | 70.97 | 0.00 | 70.97 | 100.0% |
| Total Income | 607,188.07 | 0.00 | 607,188.07 | 100.0% |
| Gross Profit | 607,188.07 | 0.00 | 607,188.07 | 100.0% |
| Expense | | | | |
| 5001 · Wages | | | | |
| 5001.2 · Hazard Pay | 12,589.86 | 0.00 | 12,589.86 | 100.0% |
| 5001.3 · CARES | 18,553.04 | 0.00 | 18,553.04 | 100.0% |
| 5001.4 · CARES Grant Writer Assistant | 1,613.45 | 0.00 | 1,613.45 | 100.0% |
| Total 5001 · Wages | 32,756.35 | 0.00 | 32,756.35 | 100.0% |
| 5100 · COVID 19 Exp for Reimbursement | 58.30 | 0.00 | 58.30 | 100.0% |
| 5100.1 · Utility/Rent Assistance | 240,400.00 | 0.00 | 240,400.00 | 100.0% |
| 5102 · Grocery Assistance Cards | 70,000.00 | 0.00 | 70,000.00 | 100.0% |
| 5210 · Road Maintenance | 10,000.00 | 0.00 | 10,000.00 | 100.0% |
| 5301 · Office Supplies | 3,827.45 | 0.00 | 3,827.45 | 100.0% |
| 5303 · Tech for Remote Meetings | 14,328.34 | 0.00 | 14,328.34 | 100.0% |
| 5455 · Computer Supplies | 4,642.32 | 0.00 | 4,642.32 | 100.0% |
| 5456 · Computer Software | 129.35 | 0.00 | 129.35 | 100.0% |
| 5460 · Computer Support | 1,179.19 | 0.00 | 1,179.19 | 100.0% |
| 5506 · GroundsSupplies | 3,353.30 | 0.00 | 3,353.30 | 100.0% |
| 5515 · Telephone | 246.72 | 0.00 | 246.72 | 100.0% |
| 5525 · Landfill | 200.10 | 0.00 | 200.10 | 100.0% |
| 5530 · Supplies | 1,734.73 | 0.00 | 1,734.73 | 100.0% |
| 5550 · General Maintenance | 56,677.37 | 0.00 | 56,677.37 | 100.0% |
| 5551 · Furnace Maintenance | 309.36 | 0.00 | 309.36 | 100.0% |
| 5825 · Contracted Services | 20,401.45 | 0.00 | 20,401.45 | 100.0% |
| Total Expense | 460,244.33 | 0.00 | 460,244.33 | 100.0% |
| Net Income | 146,943.74 | 0.00 | 146,943.74 | 100.0% |

1:28 PM
 11/17/20
 Accrual Basis

City of Saxman
Profit & Loss Budget vs. Actual
October 2020

| | Oct 20 | Budget | \$ Over Budget | % of Budget |
|----------------------------------|-------------------------|--------|----------------|-------------|
| Income | | | | |
| 4101 · CARES Grant | | | | |
| 4101.2 · CARES - KGB | 167,775.00 | | | |
| Total 4101 · CARES Grant | <u>167,775.00</u> | | | |
| Total Income | <u>167,775.00</u> | | | |
| Gross Profit | 167,775.00 | | | |
| Expense | | | | |
| 5100.1 · Utility/Rent Assistance | 74,000.00 | | | |
| 5301 · Office Supplies | 3,611.40 | | | |
| 5303 · Tech for Remote Meetings | 14,328.34 | | | |
| 5460 · Computer Support | 1,024.24 | | | |
| 5506 · GroundsSupplies | 3,171.63 | | | |
| 5515 · Telephone | 218.24 | | | |
| 5525 · Landfill | 68.15 | | | |
| 5550 · General Maintenance | 31,102.09 | | | |
| 5825 · Contracted Services | 7,689.50 | | | |
| Total Expense | <u>135,213.59</u> | | | |
| Net Income | <u><u>32,561.41</u></u> | | | |

City of Saxman
Transaction Detail By Account
October 2020

| Type | Date | Num | Name | Memo | Class | Clr | Split | Amount | Balance |
|----------------------------------|------------|------|--------------------------|--------------------|-------------|-----|------------------|-----------|-------------------|
| Total 5506 · GroundsSupplies | | | | | | | | | |
| 5515 · Telephone | 10/06/2020 | 1220 | Ketchikan Public Util... | Grants assist... | 88 - CAR... | | 88.1010 · CAR... | 218.24 | 218.24 |
| Total 5515 · Telephone | | | | | | | | | 218.24 |
| 5525 · Landfill | | | | | | | | | |
| Check | 10/07/2020 | 1227 | City of Ketchikan | carpet disposal | 88 - CAR... | | 88.1010 · CAR... | 53.65 | 53.65 |
| Check | 10/20/2020 | 1250 | City of Ketchikan | Garbage from... | 88 - CAR... | | 88.1010 · CAR... | 14.50 | 68.15 |
| Total 5525 · Landfill | | | | | | | | | 68.15 |
| 5550 · General Maintenance | | | | | | | | | |
| Check | 10/12/2020 | 1228 | City of Saxman | flooring for so... | 88 - CAR... | | 88.1010 · CAR... | 31,102.09 | 31,102.09 |
| Total 5550 · General Maintenance | | | | | | | | | 31,102.09 |
| 5825 · Contracted Services | | | | | | | | | |
| Check | 10/13/2020 | 1243 | Steelhead Electrical | Lighting for S... | 88 - CAR... | | 88.1010 · CAR... | 7,689.50 | 7,689.50 |
| Total 5825 · Contracted Services | | | | | | | | | 7,689.50 |
| TOTAL | | | | | | | | | 135,213.59 |
| | | | | | | | | | 135,213.59 |

City of Saxman Transaction Detail By Account October 2020

| Type | Date | Num | Name | Memo | Class | Cir | Split | Amount | Balance |
|---|------------|------|------|----------|-------------|-----|------------------|----------|-----------|
| 5100.1 - Utility/Rent Assistance | | | | | | | | | |
| Check | 10/06/2020 | 1188 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 1,000.00 |
| Check | 10/06/2020 | 1189 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 2,000.00 |
| Check | 10/06/2020 | 1190 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 3,000.00 |
| Check | 10/06/2020 | 1191 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 4,000.00 |
| Check | 10/06/2020 | 1192 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 5,000.00 |
| Check | 10/06/2020 | 1193 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 6,000.00 |
| Check | 10/06/2020 | 1194 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 7,000.00 |
| Check | 10/06/2020 | 1195 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 8,000.00 |
| Check | 10/06/2020 | 1196 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 9,000.00 |
| Check | 10/06/2020 | 1197 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 10,000.00 |
| Check | 10/06/2020 | 1198 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 11,000.00 |
| Check | 10/06/2020 | 1199 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 12,000.00 |
| Check | 10/06/2020 | 1200 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 13,000.00 |
| Check | 10/06/2020 | 1201 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 14,000.00 |
| Check | 10/06/2020 | 1202 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 15,000.00 |
| Check | 10/06/2020 | 1203 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 16,000.00 |
| Check | 10/06/2020 | 1204 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 17,000.00 |
| Check | 10/06/2020 | 1205 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 18,000.00 |
| Check | 10/06/2020 | 1206 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 19,000.00 |
| Check | 10/06/2020 | 1207 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 20,000.00 |
| Check | 10/06/2020 | 1208 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 21,000.00 |
| Check | 10/06/2020 | 1209 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 22,000.00 |
| Check | 10/06/2020 | 1210 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 23,000.00 |
| Check | 10/06/2020 | 1211 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 24,000.00 |
| Check | 10/06/2020 | 1212 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 25,000.00 |
| Check | 10/06/2020 | 1213 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 26,000.00 |
| Check | 10/06/2020 | 1214 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 27,000.00 |
| Check | 10/06/2020 | 1215 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 28,000.00 |
| Check | 10/06/2020 | 1216 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 29,000.00 |
| Check | 10/06/2020 | 1217 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 30,000.00 |
| Check | 10/06/2020 | 1218 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 31,000.00 |
| Check | 10/06/2020 | 1219 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 32,000.00 |
| Check | 10/07/2020 | 1222 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 33,000.00 |
| Check | 10/07/2020 | 1223 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 34,000.00 |
| Check | 10/07/2020 | 1224 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 35,000.00 |
| Check | 10/07/2020 | 1225 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 36,000.00 |
| Check | 10/07/2020 | 1226 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 37,000.00 |
| Check | 10/12/2020 | 1229 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 38,000.00 |
| Check | 10/12/2020 | 1230 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 39,000.00 |
| Check | 10/12/2020 | 1231 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 40,000.00 |
| Check | 10/12/2020 | 1232 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 41,000.00 |
| Check | 10/12/2020 | 1233 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 42,000.00 |
| Check | 10/12/2020 | 1234 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 43,000.00 |
| Check | 10/12/2020 | 1235 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 44,000.00 |
| Check | 10/12/2020 | 1236 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 45,000.00 |
| Check | 10/12/2020 | 1237 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 46,000.00 |
| Check | 10/12/2020 | 1238 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 47,000.00 |
| Check | 10/12/2020 | 1239 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 48,000.00 |

**City of Saxman
Transaction Detail By Account
October 2020**

1:29 PM
11/17/20
Accrual Basis

| Type | Date | Num | Name | Memo | Class | Cir | Split | Amount | Balance |
|--|------------|------|---------------------|---------------------|-------------|-----|------------------|-----------|-----------|
| Check | 10/12/2020 | 1240 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 49,000.00 |
| Check | 10/12/2020 | 1241 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 50,000.00 |
| Check | 10/12/2020 | 1242 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 51,000.00 |
| Check | 10/13/2020 | 1244 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 52,000.00 |
| Check | 10/13/2020 | 1245 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 53,000.00 |
| Check | 10/13/2020 | 1246 | | October 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 54,000.00 |
| Check | 10/14/2020 | 1247 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 55,000.00 |
| Check | 10/14/2020 | 1248 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 56,000.00 |
| Check | 10/14/2020 | 1249 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 57,000.00 |
| Check | 10/21/2020 | 1252 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 58,000.00 |
| Check | 10/21/2020 | 1253 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 59,000.00 |
| Check | 10/21/2020 | 1254 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 60,000.00 |
| Check | 10/21/2020 | 1255 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 61,000.00 |
| Check | 10/21/2020 | 1256 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 62,000.00 |
| Check | 10/21/2020 | 1257 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 63,000.00 |
| Check | 10/21/2020 | 1258 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 64,000.00 |
| Check | 10/21/2020 | 1259 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 65,000.00 |
| Check | 10/21/2020 | 1260 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 66,000.00 |
| Check | 10/21/2020 | 1261 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 67,000.00 |
| Check | 10/21/2020 | 1262 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 68,000.00 |
| Check | 10/26/2020 | 1264 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 69,000.00 |
| Check | 10/26/2020 | 1265 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 70,000.00 |
| Check | 10/26/2020 | 1266 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 71,000.00 |
| Check | 10/26/2020 | 1267 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 72,000.00 |
| Check | 10/26/2020 | 1268 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 73,000.00 |
| Check | 10/26/2020 | 1269 | | Oct 2020 | 88 - CAR... | | 88.1010 · CAR... | 1,000.00 | 74,000.00 |
| Total 5100.1 · Utility/Rent Assistance | | | | | | | | | 74,000.00 |
| 5301 · Office Supplies | | | | | | | | | |
| Check | 10/12/2020 | 1228 | City of Saxman | Amazon, Che... | 88 - CAR... | | 88.1010 · CAR... | 3,531.81 | 3,531.81 |
| Check | 10/20/2020 | 1251 | Walmart | power strips | 88 - CAR... | | 88.1010 · CAR... | 79.59 | 3,611.40 |
| Total 5301 · Office Supplies | | | | | | | | | 3,611.40 |
| 5303 · Tech for Remote Meetings | | | | | | | | | |
| Check | 10/12/2020 | 1228 | City of Saxman | | 88 - CAR... | | 88.1010 · CAR... | 14,328.34 | 14,328.34 |
| Total 5303 · Tech for Remote Meetings | | | | | | | | | 14,328.34 |
| 5460 · Computer Support | | | | | | | | | |
| Check | 10/06/2020 | 1221 | Alltek | installing a jac... | 88 - CAR... | | 88.1010 · CAR... | 261.40 | 261.40 |
| Check | 10/21/2020 | 1263 | Advanced Communi... | install camera... | 88 - CAR... | | 88.1010 · CAR... | 614.34 | 875.74 |
| Check | 10/28/2020 | 1270 | Alltek | ipad & email s... | 88 - CAR... | | 88.1010 · CAR... | 148.50 | 1,024.24 |
| Total 5460 · Computer Support | | | | | | | | | 1,024.24 |
| 5506 · GroundsSupplies | | | | | | | | | |
| Check | 10/29/2020 | 1271 | Advanced Communi... | shipping for e... | 88 - CAR... | | 88.1010 · CAR... | 3,171.63 | 3,171.63 |

City of Saxman
Balance Sheet
As of October 31, 2020

| | <u>Oct 31, 20</u> |
|----------------------------------|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 01.1010 · General Fund Checking | 277,542.81 |
| 01.1011 · Northrim Payroll | 409.98 |
| 01.1025 · Credit Card Account | 102,285.84 |
| 10.1010 · Water & Sewer Checking | 99,999.28 |
| 10.1011 · W&S Reserve Checking | 31,572.77 |
| 88.1010 · CARES Act Checking | 223,902.32 |
| | <hr/> |
| Total Checking/Savings | 735,713.00 |
| | <hr/> |
| Total Current Assets | 735,713.00 |
| | <hr/> |
| TOTAL ASSETS | 735,713.00 |
| | <hr/> <hr/> |
| LIABILITIES & EQUITY | 0.00 |

**Saxman Seaport
Balance Sheet
As of October 31, 2020**

| | <u>Oct 31, 20</u> |
|---------------------------------|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 11021 · Operating Account | 20,410.98 |
| 11022 · 1st Bank Savings | 26,656.29 |
| 11024 · Northrim Bank | 18,111.86 |
| 11025 · Bond Reserve Account | 16,000.00 |
| | <hr/> |
| Total Checking/Savings | 81,179.13 |
| | <hr/> |
| Total Current Assets | 81,179.13 |
| | <hr/> |
| TOTAL ASSETS | 81,179.13 |
| | <hr/> <hr/> |
| LIABILITIES & EQUITY | 0.00 |

Water & Sewer Profit & Loss Budget vs. Actual FY20

| | Jul - Oct 20 | Budget | \$ Over Budget | % of Budget |
|--------------------------------------|--------------------|-------------------|---------------------|---------------|
| Income | | | | |
| 4001 · Reimbursed Wages/Benefits | 2,455.69 | | | |
| 4201 · Water Service Charges | 42,085.00 | 141,600.00 | (99,515.00) | 29.7% |
| 4202 · Sewer Service Charges | 36,761.00 | 116,163.00 | (79,402.00) | 31.6% |
| 4203 · Shut Off Fees | 100.00 | 650.00 | (550.00) | 15.4% |
| 4205 · NSF Fees | 0.00 | 150.00 | (150.00) | 0.0% |
| 4206 · W&S Late Fees | 0.00 | 500.00 | (500.00) | 0.0% |
| 4207 · Reconnect Fees | 75.00 | 150.00 | (75.00) | 50.0% |
| 4410 · Interest Income | 12.07 | 40.00 | (27.93) | 30.2% |
| Total Income | 81,488.76 | 259,253.00 | (177,764.24) | 31.4% |
| Gross Profit | 81,488.76 | 259,253.00 | (177,764.24) | 31.4% |
| Expense | | | | |
| 5001 · Wages | | | | |
| 5001.2 · Hazard Pay | 3,661.97 | | | |
| 5001 · Wages - Other | 15,398.25 | 50,349.24 | (34,950.99) | 30.6% |
| Total 5001 · Wages | 19,060.22 | 50,349.24 | (31,289.02) | 37.9% |
| 5005 · PERS Expense | 4,251.56 | 11,076.83 | (6,825.27) | 38.4% |
| 5010 · Payroll Taxes | 1,590.20 | 4,274.76 | (2,684.56) | 37.2% |
| 5015 · Health/Life Insurance | 4,457.77 | 12,486.96 | (8,029.19) | 35.7% |
| 5020 · Workman's Comp. Insurance | 2,582.00 | 3,040.21 | (458.21) | 84.9% |
| 5201 · Chemicals | 1,393.58 | 10,000.00 | (8,606.42) | 13.9% |
| 5202 · Water Testing Services | 320.00 | 1,700.00 | (1,380.00) | 18.8% |
| 5203 · Water Rights Service Fee | 0.00 | 50.00 | (50.00) | 0.0% |
| 5204 · Water Testing Supplies | 0.00 | 250.00 | (250.00) | 0.0% |
| 5207 · Water Plant Maintenance | 49.95 | 5,000.00 | (4,950.05) | 1.0% |
| 5208 · Booster Station Maint. | 53.09 | 100.00 | (46.91) | 53.1% |
| 5211 · Water System Maintenance | 394.85 | 10,000.00 | (9,605.15) | 3.9% |
| 5213 · Sewer System Maint. | 0.00 | 2,000.00 | (2,000.00) | 0.0% |
| 5220 · KGB Fees | 0.00 | 68,544.00 | (68,544.00) | 0.0% |
| 5223 · Equipment Repair | 87.00 | | | |
| 5301 · Office Supplies | 211.54 | 500.00 | (288.46) | 42.3% |
| 5310 · Postage | 0.00 | 500.00 | (500.00) | 0.0% |
| 5313 · Bank Charges | 1,247.27 | 4,500.00 | (3,252.73) | 27.7% |
| 5345 · Senior Exempt Service | 0.00 | 4,536.00 | (4,536.00) | 0.0% |
| 5460 · Computer Support | 0.00 | 500.00 | (500.00) | 0.0% |
| 5510 · Utilities | 1,503.26 | 4,500.00 | (2,996.74) | 33.4% |
| 5511 · Electricity-Booster Station | 368.87 | 1,500.00 | (1,131.13) | 24.6% |
| 5515 · Telephone | 576.34 | 1,740.00 | (1,163.66) | 33.1% |
| 5520 · Oil | 130.02 | 2,000.00 | (1,869.98) | 6.5% |
| 5530 · Supplies | 0.00 | 500.00 | (500.00) | 0.0% |
| 5551 · Furnace Maintenance | 0.00 | 700.00 | (700.00) | 0.0% |
| 5610 · Property/Contents Ins. | 257.27 | 250.00 | 7.27 | 102.9% |
| 5611 · Ins./Property Water Storage | 302.49 | 275.00 | 27.49 | 110.0% |
| 5612 · Ins./Property Water Treatment | 1,799.89 | 1,600.00 | 199.89 | 112.5% |
| 5613 · Ins. Property-New Water Plant | 9,209.39 | 8,000.00 | 1,209.39 | 115.1% |
| 5630 · General Liability Insurance | 1,585.82 | 2,000.00 | (414.18) | 79.3% |
| 5740 · Dues/Fees | 79.00 | 750.00 | (671.00) | 10.5% |
| 5744 · Licenses/Fees | (60.00) | 1,280.00 | (1,340.00) | (4.7)% |
| 5801 · Accounting/Audit | 0.00 | 10,000.00 | (10,000.00) | 0.0% |
| 5825 · Contracted Services | 0.00 | 500.00 | (500.00) | 0.0% |
| 6040 · Registration | 0.00 | 450.00 | (450.00) | 0.0% |
| 7071 · Truck Expense - Chevy | 324.63 | 2,500.00 | (2,175.37) | 13.0% |
| 7073 · Truck Insurance - Chevy | 1,552.37 | 800.00 | 752.37 | 194.0% |
| 7074 · Truck Maintenance - Chevy | 191.68 | 1,500.00 | (1,308.32) | 12.8% |
| 7800 · Transfers Out | 0.00 | 29,000.00 | (29,000.00) | 0.0% |
| 9100 · General Fixed Assets | 44,417.97 | | | |
| Total Expense | 97,938.03 | 259,253.00 | (161,314.97) | 37.8% |
| Net Income | (16,449.27) | 0.00 | (16,449.27) | 100.0% |

Saxman Seaport
Profit & Loss Budget vs. Actual
 July through October 2020

Item 2.

| | Jul - Oct 20 | Budget | \$ Over Budget | % of Budget |
|---|-------------------|-------------------|--------------------|----------------|
| Ordinary Income/Expense | | | | |
| Income | | | | |
| 4100 · Income | | | | |
| 4101 · Storage | | | | |
| 4101.01 · Outdoor Storage | 13,855.08 | 38,000.00 | -24,144.92 | 36.5% |
| 4101.02 · Indoor Storage | 34,799.99 | 100,000.00 | -65,200.01 | 34.8% |
| 4101.03 · Moorage | 6,535.95 | 23,410.00 | -16,874.05 | 27.9% |
| 4101.04 · Office Space | 0.00 | 2,541.00 | -2,541.00 | 0.0% |
| Total 4101 · Storage | 55,191.02 | 163,951.00 | -108,759.98 | 33.7% |
| 4105 · Electricity | 2,824.19 | 2,400.00 | 424.19 | 117.7% |
| 4106 · Misc. Income | 50.00 | 400.00 | -350.00 | 12.5% |
| Total 4100 · Income | 58,065.21 | 166,751.00 | -108,685.79 | 34.8% |
| 4300 · Reimbursed Wages/Benefits | 4,566.14 | | | |
| 4301 · Interest | | | | |
| 4302 · Finance Charges | 496.24 | 500.00 | -3.76 | 99.2% |
| 4301 · Interest - Other | 14.02 | 75.00 | -60.98 | 18.7% |
| Total 4301 · Interest | 510.26 | 575.00 | -64.74 | 88.7% |
| 44 · Other Revenue | | | | |
| 4402 · Recovery of Bad Debt | 65.53 | 350.00 | -284.47 | 18.7% |
| 4510 · Bond Premium | 468.60 | 1,405.80 | -937.20 | 33.3% |
| Total 44 · Other Revenue | 534.13 | 1,755.80 | -1,221.67 | 30.4% |
| 4800 · Transfer In | 0.00 | 33,000.00 | -33,000.00 | 0.0% |
| Total Income | 63,675.74 | 202,081.80 | -138,406.06 | 31.5% |
| Gross Profit | 63,675.74 | 202,081.80 | -138,406.06 | 31.5% |
| Expense | | | | |
| 5200 · Public Works Payroll Expenses | | | | |
| 5201 · Employee Wages | 17,936.92 | 93,405.12 | -75,468.20 | 19.2% |
| 5202 · Payroll Taxes | 1,541.66 | 8,079.54 | -6,537.88 | 19.1% |
| 5203 · PERS | 4,138.33 | 20,549.13 | -16,410.80 | 20.1% |
| 5204 · Health Insurance | 0.00 | 10.00 | -10.00 | 0.0% |
| Total 5200 · Public Works Payroll Expenses | 23,616.91 | 122,043.79 | -98,426.88 | 19.4% |
| 5210 · Finance Payroll Expense | | | | |
| 5211 · Wages | 20,406.18 | | | |
| 5212 · Payroll Taxes Finance | 1,647.87 | | | |
| 5213 · PERS Finance | 4,428.03 | | | |
| Total 5210 · Finance Payroll Expense | 26,482.08 | | | |
| 53 · Administrative | | | | |
| 5301 · Office Supplies | 0.00 | 500.00 | -500.00 | 0.0% |
| 5303 · Contract Services | 0.00 | 500.00 | -500.00 | 0.0% |
| 5304 · Bank Service Charges | 499.25 | 1,000.00 | -500.75 | 49.9% |
| 5305 · Computer and Internet Expenses | 38.00 | 700.00 | -662.00 | 5.4% |
| 5306 · Dues and Subscriptions | 125.00 | 150.00 | -25.00 | 83.3% |
| 5308 · Advertising and Promotion | 0.00 | 250.00 | -250.00 | 0.0% |
| 5309 · Postage | 27.00 | 400.00 | -373.00 | 6.8% |
| Total 53 · Administrative | 689.25 | 3,500.00 | -2,810.75 | 19.7% |
| 54 · Insurance Expense | | | | |
| 5401 · General Liability Insurance | 2,627.52 | 3,000.00 | -372.48 | 87.6% |
| 5402 · Worker's Compensation | 3,523.63 | 4,400.00 | -876.37 | 80.1% |
| 5403 · Property Insurance | 13,384.43 | 11,750.00 | 1,634.43 | 113.9% |
| Total 54 · Insurance Expense | 19,535.58 | 19,150.00 | 385.58 | 102.0% |
| 55 · Utilities | | | | |
| 5501 · Electricity | 3,646.00 | 32,000.00 | -28,354.00 | 11.4% |
| 5502 · Telephone Expense | 623.61 | 2,000.00 | -1,376.39 | 31.2% |
| 5503 · Fuel | 0.00 | 500.00 | -500.00 | 0.0% |
| Total 55 · Utilities | 4,269.61 | 34,500.00 | -30,230.39 | 12.4% |
| 56 · Safety & Security | 0.00 | 250.00 | -250.00 | 0.0% |
| 5710 · Interest Expense | 3,500.00 | 7,700.00 | -4,200.00 | 45.5% |
| 59 · Building | | | | |
| 5901 · Operating Supplies | 0.00 | 500.00 | -500.00 | 0.0% |
| 5902 · Repairs & Maintenance | 522.37 | 5,288.01 | -4,765.64 | 9.9% |
| 5903 · Dock Repairs | 1,060.57 | 500.00 | 560.57 | 212.1% |
| 5904 · Equipment Purchases | 0.00 | 250.00 | -250.00 | 0.0% |
| Total 59 · Building | 1,582.94 | 6,538.01 | -4,955.07 | 24.2% |
| 5913 · Bad Debts | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| 60 · Equipment | | | | |
| 6001 · Repairs and Maintenance | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| 6002 · Operating Expense | 44.36 | 400.00 | -355.64 | 11.1% |
| Total 60 · Equipment | 44.36 | 1,400.00 | -1,355.64 | 3.2% |
| Total Expense | 79,720.73 | 197,081.80 | -117,361.07 | 40.5% |
| Net Ordinary Income | -16,044.99 | 5,000.00 | -21,044.99 | -320.9% |
| Other Income/Expense | | | | |
| Other Expense | | | | |

Saxman Seaport
Profit & Loss Budget vs. Actual
July through October 2020

Item 2.

| | <u>Jul - Oct 20</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|---------------------|---------------------|---------------|-----------------------|--------------------|
| 7501 - Debt Service | 5,000.00 | 5,000.00 | 0.00 | 100.0% |
| Total Other Expense | 5,000.00 | 5,000.00 | 0.00 | 100.0% |
| Net Other Income | -5,000.00 | -5,000.00 | 0.00 | 100.0% |
| Net Income | <u>-21,044.99</u> | <u>0.00</u> | <u>-21,044.99</u> | <u>100.0%</u> |

City of Saxman
Profit & Loss Budget vs. Actual
FY21 Jul. 1 2020 through October 31, 2020
Four Months = 33.33% of Budget

| 00 - General Fund (General Fund) | | | | |
|---|-------------------|-------------------|-----------------------|--------------------|
| | YTD | Budget | \$ Over Budget | % of Budget |
| Income | | | | |
| 4200 · Operating Revenue State of AK | 75,000.00 | 80,961.94 | (5,961.94) | 92.64% |
| 4300 · Fisheries Business Tax | 0.00 | 1,700.00 | (1,700.00) | 0.0% |
| 4500 · Sales Tax Revenue | 1,065.94 | 100,000.00 | (98,934.06) | 1.07% |
| 4601 · Misc. Office Revenue | 22,694.00 | 10,000.00 | 12,694.00 | 226.94% |
| 4620 · Tourism Annual Fee CFT | 0.00 | 16,000.00 | (16,000.00) | 0.0% |
| 4621 · Head Count Fees CFT | 0.00 | 18,082.00 | (18,082.00) | 0.0% |
| 4700 · Head Start Lease | 0.00 | 2,800.00 | (2,800.00) | 0.0% |
| 4701 · Dockside Lease | 1,877.92 | 5,633.88 | (3,755.96) | 33.33% |
| 4802 · Loan Proceeds | 220,280.53 | 190,000.00 | 30,280.53 | 115.94% |
| Total Income | 320,918.39 | 425,177.82 | (104,259.43) | 75.48% |
| Expense | | | | |
| 5006 · YE PERS Expense | 0.00 | 8,976.00 | (8,976.00) | 0.0% |
| 5100 · COVID 19 Exp for Reimb | (59.40) | 0.00 | 0.00 | 100.0% |
| 5301 · Office Supplies | 917.34 | 1,000.00 | (82.66) | 91.73% |
| 5302 · Copier Service | 0.00 | 1,000.00 | (1,000.00) | 0.0% |
| 5310 · Postage | 282.25 | 900.00 | (617.75) | 31.36% |
| 5313 · Bank Charges | 257.04 | 700.00 | (442.96) | 36.72% |
| 5460 · Computer Support | 299.99 | 500.00 | (200.01) | 60.0% |
| 5515 · Telephone | 424.50 | 540.00 | (115.50) | 78.61% |
| 5720 · Advertising | 0.00 | 500.00 | (500.00) | 0.0% |
| 5740 · Dues/Fees | 595.00 | 570.00 | 25.00 | 104.39% |
| 5742 · Subscriptions & Publications | 0.00 | 190.00 | (190.00) | 0.0% |
| 5745 · Business Development/Meals | 0.00 | 500.00 | (500.00) | 0.0% |
| 5801 · Accounting/Audit | 0.00 | 20,000.00 | (20,000.00) | 0.0% |
| 5820 · Legal Services | 606.50 | 1,500.00 | (893.50) | 40.43% |
| 5825 · Contracted Services | 0.00 | 1,000.00 | (1,000.00) | 0.0% |
| 6015 · Alaska Municipal League | 0.00 | 845.00 | (845.00) | 0.0% |
| 7001 · Loan Fees | 5,341.00 | 0.00 | 0.00 | 100.0% |
| 7010 · Interest Expense | 473.36 | 1,200.00 | (726.64) | 39.45% |
| 7800 · Transfers Out | 14,233.20 | 22,800.00 | (8,566.80) | 62.43% |
| 7802 · Transfers to Seaport | 0.00 | 4,000.00 | (4,000.00) | 0.0% |
| 9100 · General Fixed Assets | 25,456.55 | 0.00 | 0.00 | 100.0% |
| Total Expense | 48,827.33 | 66,721.00 | (17,893.67) | 73.18% |
| Net Income | 272,091.06 | 358,456.82 | (86,365.76) | 75.91% |

| 03 - City Clerk/Administrator (General Fund) | | | | |
|---|-----------------|---------------|-----------------------|--------------------|
| | YTD | Budget | \$ Over Budget | % of Budget |
| Income | | | | |
| 4001 · Reimbursed Wages/Benefits | 3,684.51 | 0.00 | 0.00 | 0.0% |
| 4002 · Reimbursed Travel/Per Diem | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Income | 3,684.51 | 0.00 | 0.00 | 0.0% |
| Expense | | | | |
| 5001 · Wages | 28,260.03 | 67,200.00 | (50,400.00) | 25.0% |
| 5005 · PERS Expense | 6,332.71 | 14,784.00 | (8,451.29) | 42.84% |

| | | | | |
|------------------------------------|--------------------|---------------------|--------------------|---------------|
| 5010 · Payroll Taxes | 2,207.31 | 5,812.80 | (3,605.49) | 37.97% |
| 5015 · Health/Life Insurance | 4,489.44 | 12,486.96 | (7,997.52) | 35.95% |
| 5020 · Workman's Comp. Insurance | 333.94 | 537.60 | (203.66) | 62.12% |
| 5301 · Office Supplies | 269.28 | 500.00 | (230.72) | 53.86% |
| 5460 · Computer Support | 99.00 | 500.00 | (401.00) | 19.8% |
| 5515 · Telephone | 475.81 | 972.00 | (496.19) | 48.95% |
| 5630 · General Liability Insurance | 1,979.06 | 2,263.97 | (284.91) | 87.42% |
| 5740 · Dues/Fees | 886.00 | 805.00 | 81.00 | 110.06% |
| Total Expense | 45,332.58 | 105,862.33 | (60,529.75) | 42.82% |
| Net Income | (41,648.07) | (105,862.33) | 64,214.26 | 39.34% |

**05 - Public Works
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|------------------------------------|--------------------|--------------------|-----------------------|--------------------|
| Expense | | | | |
| 5015 · Health/Life Insurance | 4,481.24 | 12,486.96 | (8,005.72) | 35.89% |
| 5301 · Office Supplies | 0.00 | 75.00 | (75.00) | 0.0% |
| 5460 · Computer Support | 0.00 | 500.00 | (500.00) | 0.0% |
| 5505 · Equipment | 455.32 | 500.00 | (44.68) | 91.06% |
| 5506 · Grounds Supplies | 750.74 | 700.00 | 50.74 | 107.25% |
| 5513 · COS Street Lights | 3,274.00 | 9,828.00 | (6,554.00) | 33.31% |
| 5515 · Telephone | 229.48 | 876.00 | (646.52) | 26.2% |
| 5525 · Landfill | 43.50 | 200.00 | (156.50) | 21.75% |
| 5630 · General Liability Insurance | 0.00 | 70.00 | (70.00) | 0.0% |
| 5740 · Dues/Fees | 0.00 | 50.00 | (50.00) | 0.0% |
| 5800 · Towing Fees | 500.00 | 500.00 | 0.00 | 100.0% |
| 6040 · Registration | 0.00 | 10.00 | (10.00) | 0.0% |
| 7002 · Vehicle Operation | 351.40 | 1,700.00 | (1,348.60) | 20.67% |
| 7003 · Vehicle Maintenance | 70.94 | 1,500.00 | (1,429.06) | 4.73% |
| 7004 · Vehicle Insurance | 1,298.00 | 1,000.00 | 298.00 | 129.8% |
| Total Expense | 11,454.62 | 29,995.96 | (18,541.34) | 38.19% |
| Net Income | (11,454.62) | (29,995.96) | 18,541.34 | 38.19% |

**06 - Roads
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------------|-----------------|-------------------|-----------------------|--------------------|
| Expense | | | | |
| 5210 · Road Maintenance | 104.41 | 2,000.00 | (1,895.59) | 5.22% |
| 5212 · Snow Plow/Sander Maintenance | 0.00 | 1,000.00 | (1,000.00) | 0.0% |
| 5508 · Equipment Insurance | 267.00 | 300.00 | (33.00) | 89.0% |
| 6000 · Road Supplies | 278.05 | 3,500.00 | (3,221.95) | 7.94% |
| 7072 · Loader Expenses | 0.00 | 1,500.00 | (1,500.00) | 0.0% |
| Total Expense | 649.46 | 8,300.00 | (7,650.54) | 7.83% |
| Net Income | (649.46) | (8,300.00) | 7,650.54 | 7.83% |

**07 - Mayor
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|---------------------|------------|---------------|-----------------------|--------------------|
| Expense | | | | |
| 5001 · Wages | 2,360.00 | 6,000.00 | (3,640.00) | 39.33% |
| 5005 · PERS Expense | 0.00 | 990.00 | (990.00) | 0.0% |

| | | | | |
|------------------------------------|-------------------|-------------------|-------------------|---------------|
| 5010 · PayrollTaxes | 180.54 | 459.00 | (278.46) | 39.33% |
| 5020 · Workman's Comp. Insurance | 29.40 | 45.00 | (15.60) | 65.33% |
| 5630 · General Liability Insurance | 174.24 | 240.00 | (65.76) | 72.6% |
| 5740 · Dues/Fees | 50.00 | 50.00 | 0.00 | 100.0% |
| 6019 · AML Mayor's Association | 0.00 | 50.00 | (50.00) | 0.0% |
| Total Expense | <u>2,794.18</u> | <u>7,834.00</u> | <u>(5,039.82)</u> | <u>35.67%</u> |
| Net Income | <u>(2,794.18)</u> | <u>(7,834.00)</u> | <u>5,039.82</u> | <u>35.67%</u> |

**09 - City Council
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|------------------------------------|-------------------|--------------------|-----------------------|--------------------|
| Expense | | | | |
| 5001 · Wages | 1,859.00 | 9,000.00 | (7,141.00) | 20.66% |
| 5005 · PERS Expense | 0.00 | 250.00 | (250.00) | 0.0% |
| 5010 · PayrollTaxes | 144.15 | 688.50 | (544.35) | 20.94% |
| 5020 · Workman's Comp. Insurance | 34.30 | 45.00 | (10.70) | 76.22% |
| 5515 · Telephone | 25.48 | 144.00 | (118.52) | 17.69% |
| 5630 · General Liability Insurance | 203.28 | 240.00 | (36.72) | 84.7% |
| 5730 · ElectionCosts | 102.51 | 600.00 | (497.49) | 17.09% |
| 5740 · Dues/Fees | 0.00 | 175.00 | (175.00) | 0.0% |
| 5745 · Business Development/Meals | 347.56 | 500.00 | (152.44) | 69.51% |
| 5901 · Retreat Expense | 165.31 | 200.00 | (34.69) | 82.66% |
| Total Expense | <u>2,881.59</u> | <u>11,842.50</u> | <u>(8,960.91)</u> | <u>24.33%</u> |
| Net Income | <u>(2,881.59)</u> | <u>(11,842.50)</u> | <u>8,960.91</u> | <u>24.33%</u> |

**13 - Finance
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-----------------------------------|--------------------|--------------------|-----------------------|--------------------|
| Income | | | | |
| 4002 · Reimbursed Travel/Per Diem | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Income | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.0%</u> |
| Expense | | | | |
| 5015 · Health/Life Insurance | 4,481.24 | 12,486.96 | (8,005.72) | 35.89% |
| 5301 · Office Supplies | 151.24 | 500.00 | (348.76) | 30.25% |
| 5460 · Computer Support | 49.50 | 500.00 | (450.50) | 9.9% |
| 5515 · Telephone | 606.51 | 1,344.00 | (737.49) | 45.13% |
| 5720 · Advertising | 0.00 | 150.00 | (150.00) | 0.0% |
| 5740 · Dues/Fees | 0.00 | 95.00 | (95.00) | 0.0% |
| 5825 · Contracted Services | 18,000.00 | 72,000.00 | (54,000.00) | 25.0% |
| Total Expense | <u>23,288.49</u> | <u>87,075.96</u> | <u>(63,787.47)</u> | <u>26.75%</u> |
| Net Income | <u>(23,288.49)</u> | <u>(87,075.96)</u> | <u>63,787.47</u> | <u>26.75%</u> |

**14 - Grants
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|----------------------------------|-----------------|---------------|-----------------------|--------------------|
| Income | | | | |
| 4001 · Reimbursed Wages/Benefits | 3,044.72 | | | |
| Total Income | <u>3,044.72</u> | <u>0.00</u> | <u>3,044.72</u> | <u>100.0%</u> |
| Expense | | | | |
| 5001 · Wages | 13,037.88 | 24,960.00 | (18,720.00) | 52.24% |

| | | | | |
|------------------------|--------------------|--------------------|--------------------|---------------|
| 5010 · Payroll Taxes | 1,127.77 | 2,159.04 | (1,031.27) | 52.24% |
| 5301 · Office Supplies | 101.99 | 500.00 | (398.01) | 20.4% |
| 5515 · Telephone | 303.24 | 720.00 | (416.76) | 42.12% |
| 5740 · Dues/Fees | 0.00 | 540.00 | (540.00) | 0.0% |
| Total Expense | 14,570.88 | 28,879.04 | (14,308.16) | 50.46% |
| Net Income | (11,526.16) | (28,879.04) | 17,352.88 | 39.91% |

**15 - VPSO
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-----------------------------------|-------------------|-------------------|-----------------------|--------------------|
| Expense | | | | |
| 5301 · Office Supplies | 0.00 | 500.00 | (500.00) | 0.0% |
| 5515 · Telephone | 489.46 | 1,800.00 | (1,310.54) | 27.19% |
| 7002 · Vehicle Operation | 155.86 | 1,700.00 | (1,544.14) | 9.17% |
| 7003 · Vehicle Maintenance | 0.00 | 750.00 | (750.00) | 0.0% |
| 7071 · Truck Expense-Chevy | 168.84 | 750.00 | (581.16) | 22.51% |
| 7100 · Boat Expense | | | | |
| 7101 · Boat Fuel | 0.00 | 500.00 | (500.00) | 0.0% |
| 7102 · Boat Repairs & Maintenance | 234.58 | 500.00 | (265.42) | 46.92% |
| Total 7100 · Boat Expense | 234.58 | 1,000.00 | (765.42) | 23.46% |
| Total Expense | 1,048.74 | 5,750.00 | (4,701.26) | 18.24% |
| Net Income | (1,048.74) | (5,750.00) | 4,701.26 | 18.24% |

**20 - Old City Hall
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------|-------------------|-------------------|-----------------------|--------------------|
| Income | | | | |
| 4309 · Office Landfill | 100.00 | 0.00 | 100.00 | 100.0% |
| Total Income | 100.00 | 0.00 | 100.00 | 100.0% |
| Expense | | | | |
| 5550 · General Maintenance | 104.97 | 2,000.00 | (1,895.03) | 5.25% |
| 5551 · Furnace Maintenance | 0.00 | 350.00 | (350.00) | 0.0% |
| 5610 · Property/Contents Ins. | 1,900.39 | 1,700.00 | 200.39 | 111.79% |
| Total Expense | 2,005.36 | 4,050.00 | (2,044.64) | 49.52% |
| Net Income | (1,905.36) | (4,050.00) | 2,144.64 | 47.05% |

**22 - Community Hall
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|----------------------------------|------------------|------------------|-----------------------|--------------------|
| Income | | | | |
| 4001 · Reimbursed Wages/Benefits | 802.25 | | | |
| 4400 · Vending Machines | 27.88 | 1,750.00 | (1,722.12) | 1.59% |
| 4602 · Rental Revenue | 14,154.00 | 15,000.00 | (846.00) | 94.36% |
| Total Income | 14,984.13 | 16,750.00 | (1,765.87) | 89.46% |
| Expense | | | | |
| 5001 · Wages | 6,750.39 | 6,000.00 | 750.39 | 112.51% |
| 5010 · Payroll Taxes | 583.91 | 519.00 | 64.91 | 112.51% |
| 5020 · Workman's Comp. Insurance | 401.00 | 500.00 | (99.00) | 80.2% |
| 5206 · Sprinkler Maintenance | 279.00 | 498.00 | (219.00) | 56.02% |
| 5313 · Bank Charges | 0.00 | 250.00 | (250.00) | 0.0% |
| 5460 · Computer Support | 0.00 | 500.00 | (500.00) | 0.0% |

| | | | | |
|------------------------------------|--------------------|--------------------|--------------------|---------------|
| 5510 · Utilities | 1,824.48 | 12,000.00 | (10,175.52) | 15.2% |
| 5515 · Telephone | 459.66 | 1,416.00 | (956.34) | 32.46% |
| 5520 · Oil | 3,704.98 | 19,000.00 | (15,295.02) | 19.5% |
| 5525 · Landfill | 74.50 | 250.00 | (175.50) | 29.8% |
| 5528 · Water & Sewer Fees | 0.00 | 5,748.00 | (5,748.00) | 0.0% |
| 5530 · Supplies | 588.04 | 2,500.00 | (1,911.96) | 23.52% |
| 5550 · General Maintenance | 2,700.19 | 6,724.03 | (4,023.84) | 40.16% |
| 5551 · Furnace Maintenance | 878.92 | 1,000.00 | (121.08) | 87.89% |
| 5610 · Property/Contents Ins. | 26,938.09 | 24,000.00 | 2,938.09 | 112.24% |
| 5630 · General Liability Insurance | 145.20 | 170.00 | (24.80) | 85.41% |
| 5740 · Dues/Fees | 0.00 | 150.00 | (150.00) | 0.0% |
| 5744 · Licenses/Fees | 0.00 | 190.00 | (190.00) | 0.0% |
| Total Expense | 45,328.36 | 81,415.03 | (36,086.67) | 55.68% |
| Net Income | (30,344.23) | (64,665.03) | 34,320.80 | 46.93% |

**24 - Tribal Hall
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------|-------------------|--------------------|-----------------------|--------------------|
| Income | | | | |
| 4602 · Rental Revenue | 0.00 | 1,500.00 | (1,500.00) | 0.0% |
| Total Income | 0.00 | 1,500.00 | (1,500.00) | 0.0% |
| Expense | | | | |
| 5510 · Utilities | 997.81 | 7,500.00 | (6,502.19) | 13.3% |
| 5520 · Oil | 0.00 | 6,500.00 | (6,500.00) | 0.0% |
| 5525 · Landfill | 14.50 | 125.00 | (110.50) | 11.6% |
| 5528 · Water & Sewer Fees | 0.00 | 5,748.00 | (5,748.00) | 0.0% |
| 5530 · Supplies | 0.00 | 1,000.00 | (1,000.00) | 0.0% |
| 5550 · General Maintenance | 29.97 | 2,000.00 | (1,970.03) | 1.5% |
| 5551 · Furnace Maintenance | 0.00 | 800.00 | (800.00) | 0.0% |
| 5610 · Property/Contents Ins. | 6,018.74 | 5,200.00 | 818.74 | 115.75% |
| Total Expense | 7,061.02 | 28,873.00 | (21,811.98) | 24.46% |
| Net Income | (7,061.02) | (27,373.00) | 20,311.98 | 25.8% |

**25 - Outside Bathrooms
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------|-------------------|-------------------|-----------------------|--------------------|
| Expense | | | | |
| 5510 · Utilities | 625.79 | 3,000.00 | (2,374.21) | 20.86% |
| 5530 · Supplies | 0.00 | 1,500.00 | (1,500.00) | 0.0% |
| 5550 · General Maintenance | 0.00 | 400.00 | (400.00) | 0.0% |
| 5610 · Property/Contents Ins. | 791.91 | 700.00 | 91.91 | 113.13% |
| Total Expense | 1,417.70 | 5,600.00 | (4,182.30) | 25.32% |
| Net Income | (1,417.70) | (5,600.00) | 4,182.30 | 25.32% |

**26 - Carving Center
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-----------------------|---------------|---------------|-----------------------|--------------------|
| Income | | | | |
| 4602 · Rental Revenue | 300.00 | 400.00 | (100.00) | 75.0% |
| Total Income | 300.00 | 400.00 | (100.00) | 75.0% |
| Expense | | | | |

| | | | | |
|-------------------------------|-------------------|--------------------|--------------------|---------------|
| 5510 · Utilities | 437.26 | 5,000.00 | (4,562.74) | 8.75% |
| 5525 · Landfill | 27.00 | 25.00 | 2.00 | 108.0% |
| 5528 · Water & Sewer Fees | 0.00 | 5,748.00 | (5,748.00) | 0.0% |
| 5530 · Supplies | 0.00 | 200.00 | (200.00) | 0.0% |
| 5550 · General Maintenance | 39.96 | 2,500.00 | (2,460.04) | 1.6% |
| 5610 · Property/Contents Ins. | 2,140.58 | 1,900.00 | 240.58 | 112.66% |
| Total Expense | 2,644.80 | 15,373.00 | (12,728.20) | 17.2% |
| Net Income | (2,344.80) | (14,973.00) | 12,628.20 | 15.66% |

**27 - Public Safety Building
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------|-------------------|-------------------|-----------------------|--------------------|
| Expense | | | | |
| 5510 · Utilities | 314.30 | 1,200.00 | (885.70) | 26.19% |
| 5520 · Oil | 215.92 | 2,500.00 | (2,284.08) | 8.64% |
| 5525 · Landfill | 0.00 | 150.00 | (150.00) | 0.0% |
| 5528 · Water & Sewer Fees | 0.00 | 1,512.00 | (1,512.00) | 0.0% |
| 5550 · General Maintenance | 499.99 | 1,000.00 | (500.01) | 50.0% |
| 5551 · Furnace Maintenance | 0.00 | 200.00 | (200.00) | 0.0% |
| 5610 · Property/Contents Ins. | 836.13 | 850.00 | (13.87) | 98.37% |
| Total Expense | 1,866.34 | 7,412.00 | (5,545.66) | 25.18% |
| Net Income | (1,866.34) | (7,412.00) | 5,545.66 | 25.18% |

**28 - THHP Duplex
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------|-------------------|------------------|-----------------------|--------------------|
| Income | | | | |
| 4602 · Rental Revenue | 2,650.00 | 22,500.00 | (19,850.00) | 11.78% |
| Total Income | 2,650.00 | 22,500.00 | (19,850.00) | 11.78% |
| Expense | | | | |
| 5510 · Utilities | 33.72 | 250.00 | (216.28) | 13.49% |
| 5525 · Landfill | 29.00 | 100.00 | (71.00) | 29.0% |
| 5550 · General Maintenance | 2,856.68 | 500.00 | 2,356.68 | 571.34% |
| 5610 · Property/Contents Ins. | 1,964.71 | 1,700.00 | 264.71 | 115.57% |
| 5720 · Advertising | 0.00 | 125.00 | (125.00) | 0.0% |
| Total Expense | 4,884.11 | 2,675.00 | 2,209.11 | 182.58% |
| Net Income | (2,234.11) | 19,825.00 | (22,059.11) | (11.27%) |

**29 - AHFC Duplex
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------|-----------------|------------------|-----------------------|--------------------|
| Income | | | | |
| 4309 · Office Landfill | 100.00 | 300.00 | (200.00) | |
| 4602 · Rental Revenue | 9,785.00 | 29,820.00 | (20,035.00) | 32.81% |
| Total Income | 9,885.00 | 30,120.00 | (20,235.00) | 32.82% |
| Expense | | | | |
| 5510 · Utilities | 17.77 | 250.00 | (232.23) | 7.11% |
| 5550 · General Maintenance | 1,134.87 | 1,500.00 | (365.13) | 75.66% |
| 5610 · Property/Contents Ins. | 1,869.24 | 1,650.00 | 219.24 | 113.29% |
| 5720 · Advertising | 0.00 | 125.00 | (125.00) | 0.0% |
| Total Expense | 3,021.88 | 3,525.00 | (503.12) | 85.73% |

Net Income 6,863.12 26,595.00 (19,731.88) 25.81%

**32 - Independent Tours
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|--------------------------------------|--------------------|-------------------------|---------------------------|--------------------|
| Income | | | | |
| 4900 · Tourism Revenue | | | | |
| 4901 · Park Permit Revenue | 0.00 | 3,300.00 | (3,300.00) | 0.0% |
| 4902 · Headcount Fees - Independents | 0.00 | 38,275.20 | (38,275.20) | 0.0% |
| 4903 · Headcount Fees - Buggie Tours | 0.00 | 9,000.00 | (9,000.00) | 0.0% |
| 4904 · Map Revenue | 0.00 | 0.00 | 0.00 | 0.0% |
| 4905 · Park Fees - Walk Ups | 0.00 | 9,440.80 | (9,440.80) | 0.0% |
| Total 4900 · Tourism Revenue | <u>0.00</u> | <u>60,016.00</u> | <u>(60,016.00)</u> | <u>0.0%</u> |
| Total Income | <u>0.00</u> | <u>60,016.00</u> | <u>(60,016.00)</u> | <u>0.0%</u> |
| Expense | | | | |
| 5209 · Shed Maintenance | 0.00 | 250.00 | (250.00) | 0.0% |
| 5301 · Office Supplies | 0.00 | 800.00 | (800.00) | 0.0% |
| 5313 · Bank Charges | 0.00 | 100.00 | (100.00) | 0.0% |
| 5700 · Totem Restoration | 0.00 | 7,500.00 | (7,500.00) | 0.0% |
| 5720 · Advertising | 0.00 | 700.00 | (700.00) | 0.0% |
| Total Expense | <u>0.00</u> | <u>9,350.00</u> | <u>(9,350.00)</u> | <u>0.0%</u> |
| | <u>0.00</u> | <u>50,666.00</u> | <u>(50,666.00)</u> | <u>0.0%</u> |

**34 - Fire Department
(General Fund)**

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------------------|---------------------------|---------------------------|-------------------------|----------------------|
| Expense | | | | |
| 5402 · Fire Truck Maintenance | 0.00 | 1,000.00 | (1,000.00) | 0.0% |
| 5510 · Utilities | 154.81 | 650.00 | (495.19) | 23.82% |
| 5515 · Telephone | 0.00 | 460.00 | (460.00) | 0.0% |
| 5520 · Oil | 0.00 | 2,500.00 | (2,500.00) | 0.0% |
| 5550 · General Maintenance | 95.82 | 300.00 | (204.18) | 31.94% |
| 5551 · Furnace Maintenance | 0.00 | 150.00 | (150.00) | 0.0% |
| 5610 · Property/Contents Ins. | 412.04 | 360.00 | 52.04 | 114.46% |
| 5825 · Contracted Services | 600.00 | 0.00 | 600.00 | 100.0% |
| 5826 · EMS Services | 6,000.00 | 36,000.00 | (30,000.00) | 16.67% |
| 6040 · Registration | 0.00 | 10.00 | (10.00) | 0.0% |
| 7002 · Vehicle Operation | 0.00 | 500.00 | (500.00) | 0.0% |
| 7003 · Vehicle Maintenance | 0.00 | 0.00 | 0.00 | 0.0% |
| 7004 · Vehicle Insurance | 3,782.00 | 4,300.00 | (518.00) | 87.95% |
| Total Expense | <u>11,044.67</u> | <u>46,230.00</u> | <u>(35,185.33)</u> | <u>23.89%</u> |
| Net Income | <u>(11,044.67)</u> | <u>(46,230.00)</u> | <u>35,185.33</u> | <u>23.89%</u> |

General Fund Totals

| | <u>YTD</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|-------------------|------------|---------------|-----------------------|--------------------|
| Income | 355,566.75 | 556,463.82 | (207,626.30) | 63.9% |
| Total Expense | 230,122.11 | 556,763.82 | (326,641.71) | 41.33% |
| Net Income | 125,444.64 | (300.00) | 119,015.41 | |

**City of Saxman
Profit & Loss
As of October 31, 2020**

Item 2.

| | KGB CARES (88 - CARES Grant) | State CARES (88 - CARES Grant) | 88 - CARES Grant - Other (88 - CARES Grant) | Total 88 - CARES Grant | TOTAL |
|---------------------------------------|---------------------------------|-----------------------------------|--|------------------------|-------------------|
| Income | | | | | |
| 4100 · Grant Revenue | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4101 · CARES Grant | 367,775.00 | 239,342.10 | 0.00 | 607,117.10 | 607,117.10 |
| 4410 · Interest Income | 0.00 | 0.00 | 78.35 | 78.35 | 78.35 |
| Total Income | 367,775.00 | 239,342.10 | 78.35 | 607,195.45 | 607,195.45 |
| Gross Profit | 367,775.00 | 239,342.10 | 78.35 | 607,195.45 | 607,195.45 |
| Expense | | | | | |
| 5001 · Wages | | | | | |
| 5001.2 · Hazard Pay | 0.00 | 12,589.86 | 0.00 | 12,589.86 | 12,589.86 |
| 5001.3 · CARES | 0.00 | 18,553.04 | 0.00 | 18,553.04 | 18,553.04 |
| 5001.4 · CARES Grant Writer Assistant | 0.00 | 1,613.45 | 0.00 | 1,613.45 | 1,613.45 |
| Total 5001 · Wages | 0.00 | 32,756.35 | 0.00 | 32,756.35 | 32,756.35 |
| 5100 · COVID 19 Exp for Reimbursement | 0.00 | 58.30 | 0.00 | 58.30 | 58.30 |
| 5100.1 · Utility/Rent Assistance | 94,700.00 | 99,700.00 | 0.00 | 194,400.00 | 194,400.00 |
| 5102 · Grocery Assistance Cards | 0.00 | 40,000.00 | 0.00 | 40,000.00 | 40,000.00 |
| 5210 · Road Maintenance | 0.00 | 10,000.00 | 0.00 | 10,000.00 | 10,000.00 |
| 5301 · Office Supplies | 0.00 | 3,827.45 | 0.00 | 3,827.45 | 3,827.45 |
| 5303 · Tech for Remote Meetings | 0.00 | 14,328.34 | 0.00 | 14,328.34 | 14,328.34 |
| 5455 · Computer Supplies | 3,545.00 | 1,097.32 | 0.00 | 4,642.32 | 4,642.32 |
| 5456 · Computer Software | 41.85 | 0.00 | 0.00 | 41.85 | 41.85 |
| 5460 · Computer Support | 0.00 | 1,179.19 | 0.00 | 1,179.19 | 1,179.19 |
| 5506 · GroundsSupplies | 0.00 | 3,171.63 | 0.00 | 3,171.63 | 3,171.63 |
| 5515 · Telephone | 0.00 | 232.48 | 0.00 | 232.48 | 232.48 |
| 5525 · Landfill | 0.00 | 178.35 | 0.00 | 178.35 | 178.35 |
| 5530 · Supplies | 81.39 | 1,653.34 | 0.00 | 1,734.73 | 1,734.73 |
| 5550 · General Maintenance | 0.00 | 59,934.36 | 0.00 | 59,934.36 | 59,934.36 |
| 5551 · Furnace Maintenance | 0.00 | 309.36 | 0.00 | 309.36 | 309.36 |
| 5825 · Contracted Services | 27,402.00 | -7,000.55 | 0.00 | 20,401.45 | 20,401.45 |
| Total Expense | 125,770.24 | 261,425.92 | 0.00 | 387,196.16 | 387,196.16 |
| Net Income | 242,004.76 | -22,083.82 | 78.35 | 219,999.29 | 219,999.29 |

Introduced on: 11/18/2020
Public Hearing Date: 11/18/2020
Adopted on: 11/18/2020

**CITY OF SAXMAN
ORDINANCE NO. 20-13**

**AN EMERGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAXMAN
DECLARING AN EMERGENCY AND AMENDING CITY OF SAXMAN CODE SECTION
2.05.110 MEETINGS PUBLIC, 2.05.130(B) SPECIAL MEETINGS, INCLUDING EMERGENCY
MEETINGS AND 2.05.140 NOTICE, AND PROVIDING FOR AN IMMEDIATE EFFECTIVE
DATE.**

- A. WHEREAS**, the United States Centers for Disease Control (CDC) has determined that COVID-19, a respiratory disease that can result in serious illness or death and that is a new strain of coronavirus not previously identified in humans, is a significant public health risk both globally and in the United States; and
- B. WHEREAS**, the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19 on January 31, 2020, retroactively applicable to January 27, 2020; and
- C. WHEREAS**, on March 11, 2020, the World Health Organization (WHO) Director-General declared COVID-19 to be a global pandemic, and the WHO situation report has determined the global risk assessment posed by COVID-19 to be “very high”; and
- D. WHEREAS**, on March 11, 2020, Alaska Governor Mike Dunleavy issued a declaration of public health disaster emergency in response to the anticipated outbreak of COVID-19 in Alaska, and in order to ensure that the public is educated about the public health risk; and
- E. WHEREAS**, on March 12, 2020, the first positive case of COVID-19 was confirmed within the State of Alaska AND on March 17, 2020 a positive case was identified in the Ketchikan Gateway Borough; and
- F. WHEREAS**, on March 13, 2020, Governor Dunleavy closed all schools in Alaska for two weeks, and the US Center for Disease Control (CDC) has recommended that gatherings of more than 10 persons be avoided; and
- G. WHEREAS**, the CITY COUNCIL finds that the present public health risk posed by COVID-19 calls for immediate action to reduce the risk of transmission of COVID-19 while enabling the CITY COUNCIL to continue functioning if members are absent or attendance in person is contrary to CDC advice due to health concerns, or if attendance of the public must be limited due to public health concerns; and

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- H. **WHEREAS**, the CITY COUNCIL finds that in times of declared disasters the CITY COUNCIL may be unable to get a proper notice with more than 24 hours' notice may need to meet by teleconference to address pending issues; and

- I **WHEREAS**, the CITY COUNCIL finds that COSC 2.05.110 should be amended to allow CITY COUNCIL meetings to be held and members to participate telephonically and public access to a council meeting be limited when a public health emergency or disaster has been declared by the President, Governor or Mayor; and

- J. **WHEREAS**, the CITY COUNCIL finds, pursuant to COSC 1.20.050, which allows adoption of an emergency ordinance effective for up to 60 days, that the present progression of COVID -19 limitations is moving so swiftly that an emergency exists calling for adoption of this ordinance as an emergency ordinance, and that the CITY COUNCIL should follow up with a regular ordinance adopting substantially similar provisions within the next 60 days prior to expiration of this ordinance;

- H. **WHEREAS**, after the expiration of Ordinance 20-09 there continues to be a public health emergency that necessitates amending the above ordinances for another 60 days.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAXMAN THAT:

Section 1: This ordinance is NOT of permanent nature and shall NOT become a part of the CITY OF SAXMAN Code of Ordinances.

Section 2: That section 2.05.110, 2.05.130(b), and 2.05.140 of the CITY OF SAXMAN Code of Ordinances is amended to read as follows:

2.05.110 Meetings Public.

(a) Meetings of the Council shall be public. The only exception to the requirement of public Council meetings is when an executive session is lawfully justified, as provided in SMC 2.05.150. *The journal of proceedings shall be open to public inspection. When a disaster has been declared which makes attendance by the public in person inappropriate, physical attendance by the public may be limited by the mayor or vice-mayor. All efforts shall be taken to broadcast, or otherwise make the meeting available to the public.*

(b) The Council shall provide reasonable opportunity for the public to be heard at regular and special meetings. [Ord. 01-77 Ch. 6 § 1].

2.05.130 (b) Special meetings, including emergency meetings.

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(a) Advance notice of at least 24 hours shall be given each Councilmember prior to a special meeting *unless there is emergency business that necessitates less notice. If less than 24 hours notice is given, it will first be approved by the Mayor or Vice-Mayor. The notice shall specify the time, place, and business of the meeting. Business may be transacted at the meeting which is not mentioned in the notice at the Mayors approval.* Such notice shall be given personally to each member of the Council or left at his or her usual place of business or residence by the Clerk or the Clerk’s designee.

2.05.140 Notice.

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For the purpose of giving notice of meetings, reasonable public notice is given if a statement containing the date, time, and place of the meeting is posted in at least three public places not less than 24 hours before the time of the meeting. *If a meeting must be held with less than 24 hours notice, public notice is given if a statement containing the date, time, and place of the meeting is posted in at least three public places AND sent to a form of public media AND approved by the Mayor.* [Ord. 01-77 Ch. 6 § 4].

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Effective Date: This ordinance takes effect upon adoption. This ordinance will cease to be effective 60 days after adoption in accordance with COSC 1.20.050.

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**ADOPTED BY THE CITY COUNCIL OF THE CITY OF SAXMAN
THIS _____ DAY OF _____, 2020.**

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CITY OF SAXMAN

ATTEST:

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Frank Seludo, Mayor

Lori Richmond, Clerk

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VOTES:
Ayes:
Noes:
Absent:

Administrator's Report
November 17, 2020
Reporting on October

City Council:

These are unprecedented times. The office has been in and out of Level 3 plan and it can change from day to day. At level 3 the public is not exposed to City Hall, telework is strongly suggested, and there should only be 50% of the employees in the office. At times we have made sure that we were all distanced at 6 feet when we all had to be present in the office.

CARES Act spending continues. There is a steady income of applications and the Office Manager and Grant department are doing a great job of staying ahead of it. The residents often get their grant checks within a week.

The flooring in the City Hall offices will be the next to be replaced.

The CARES Act grant assistant is doing a great job and I have decided to start training her to do Deputy Clerk tasks. We are hoping to be able to keep her on after December 30 to train in the Finance Officer tasks and various City Clerk tasks.

We continue to look for opportunity to increase revenue and save dollars.

The Seaport Gate is in and the next step in the electricity for the pin pad. The Seaport lighting is ready to be installed and is only waiting on appropriate weather.

I am attempting to work from home during part of my day to comply with the EOCs request for 50% staffing. School is also not on a normal schedule and working from home allows me to care for my school aged child. I am always available by cell phone.

We are doing very well in our collection rate for the Water/Sewer account indicating that the utility grant is helpful in assisting residents with their bills during this period of no tourism and restraint closings.

Please see the Grants Manager's report for an in-dept report of CARES Act spending.

Thank you for your time.

Respectfully,

Lori Richmond

City Administrator/City Clerk