



**Saxman
Regular Meeting
January 20, 2021
5:30 PM**

AGENDA

Call to Order

Prayer

Roll Call/Quorum

Public Comments

Workshop

1. Corvis Design Master Plan Drafts

Background: Corvis Design presents master plan drafts for council comment.

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".*

2. CARES Act Funding Committee Minutes

Background: CARES Act Funding Committee Minutes

3. CARES Act Funding Committee Recommendations

Background: Committee Recommendations to include CARES Act Grant Appeal

4. December City Council Regular Meeting Minutes

Background: December City Council Regular Meeting Minutes for approval

5. Administrator Report

Background: City Administrator Report

6. Water Plant Operator Report

Background: Water plant operator report

7. Resolution 01.2021.02 FY21 Shared Fisheries Business Tax Program Alternative Method Resolution

Background: Yearly resolution for fishers business tax program.

Old Business

New Business

8. Resolution 01.2021.01 Bank Signer Resolution

Background: Due to the retirement of the Finance Clerk the City needs to name a new web site administrator.

Staff recommended action: I make a motion to approve Resolution 01.2021.01 Bank Signer Resolution.

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.*

9. Ordinance 21-01 FY21 Budget Modification

Background: Second reading and adoption of FY21 Budget Modification #1

Staff recommended action: I make a motion to approve Ordinance 21-01 FY21 Budget Modification.

Unfinished Business

Executive Session

Next Meeting Dates:

[February](#) Calendar

Council/Mayor Comments

Adjournment

CONCEPT 1: LAYERED

Inspiration

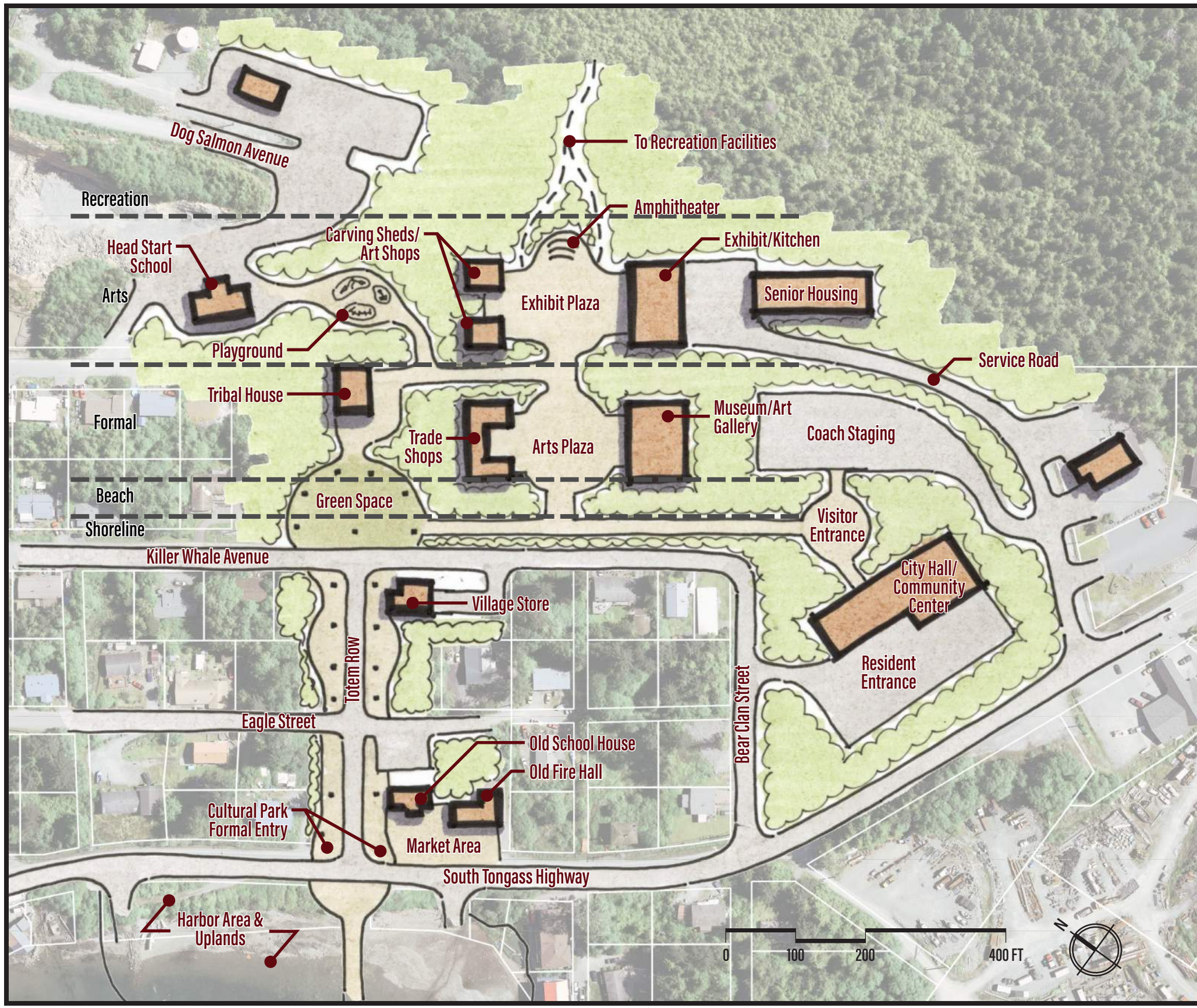
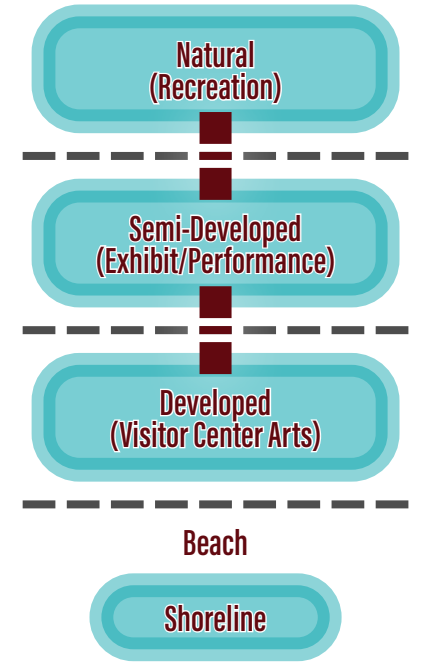
- A layered concept inspired by a traditional village layout with larger, more formal buildings located in a row along the shoreline or beach.
- Performance and exhibit facilities are located beyond these in the semi-developed area that blends with the natural environment.
- Visitors filter through the layers to explore the changing landscape.

Opportunities/Constraints

- Pros
 - Strong connections
 - Separate visitor and resident entrances to the Community Center
 - Staging area for coaches and tours
 - Separates bus traffic from Totem Row
 - Connects the Head Start School with the Cultural Park and playground
- Cons
 - Requires relocating the Senior Housing and the Carving Shed
 - No separation between coach and tour staging
 - Disconnects Dog Salmon Avenue

Amenities

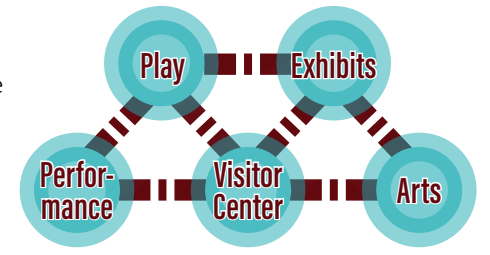
- Artists/makers workshops
- Amphitheater/outdoor performance space
- Exhibit/kitchen area to host food tours
- Market space
- Arts & culture museum
- Culturally themed playground



CONCEPT 2: SPOKE & HUB

Inspiration

- Centralized formal entry point or a hub at the heart of the Cultural Park.
- New Visitor's Center located at the central hub.
- From the central area visitors will move out from the hub to the various activities

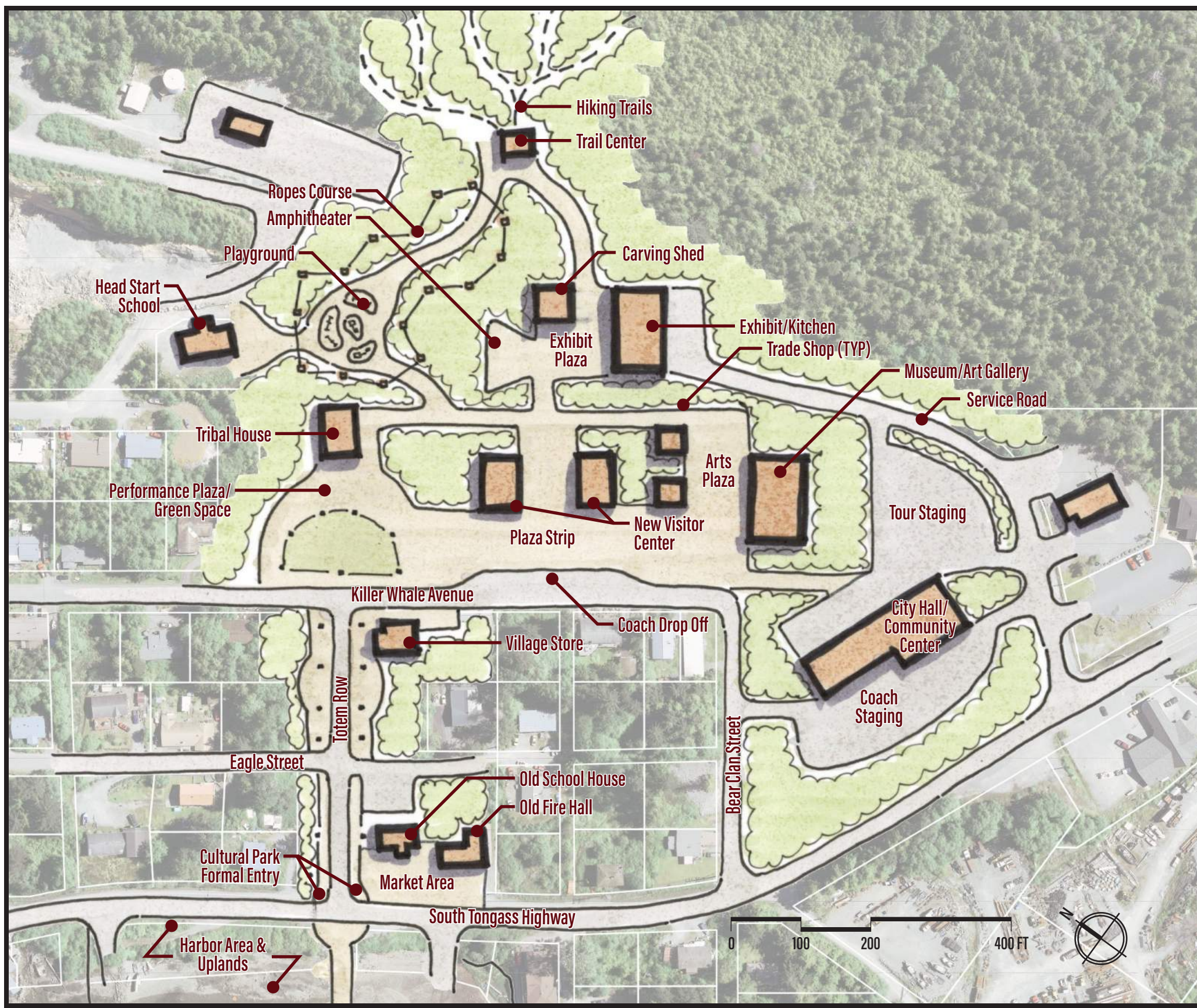


Opportunities/Constraints

- Pros
 - Central area
 - Relocate the first point of contact away from the local Community Center
 - Separate tour and coach staging area
 - Strong entrance to the Cultural Park
 - Incorporates an outdoor performance space into the existing green space at the head of Totem Row
- Cons
 - Requires relocating the Senior Housing and the Carving Shed
 - Requires a new Visitor Center building
 - Disconnects Dog Salmon Avenue
 - Vehicle congestion along Totem Row

Amenities

- Artists/makers workshops
- Amphitheater
- Outdoor performance space
- Exhibit/kitchen area to host food tours
- Market space
- Arts & culture museum
- Trail center and contact point
- Culturally themed playground
- Tree-based rope and adventure course



CONCEPT 3: AXIS

Inspiration

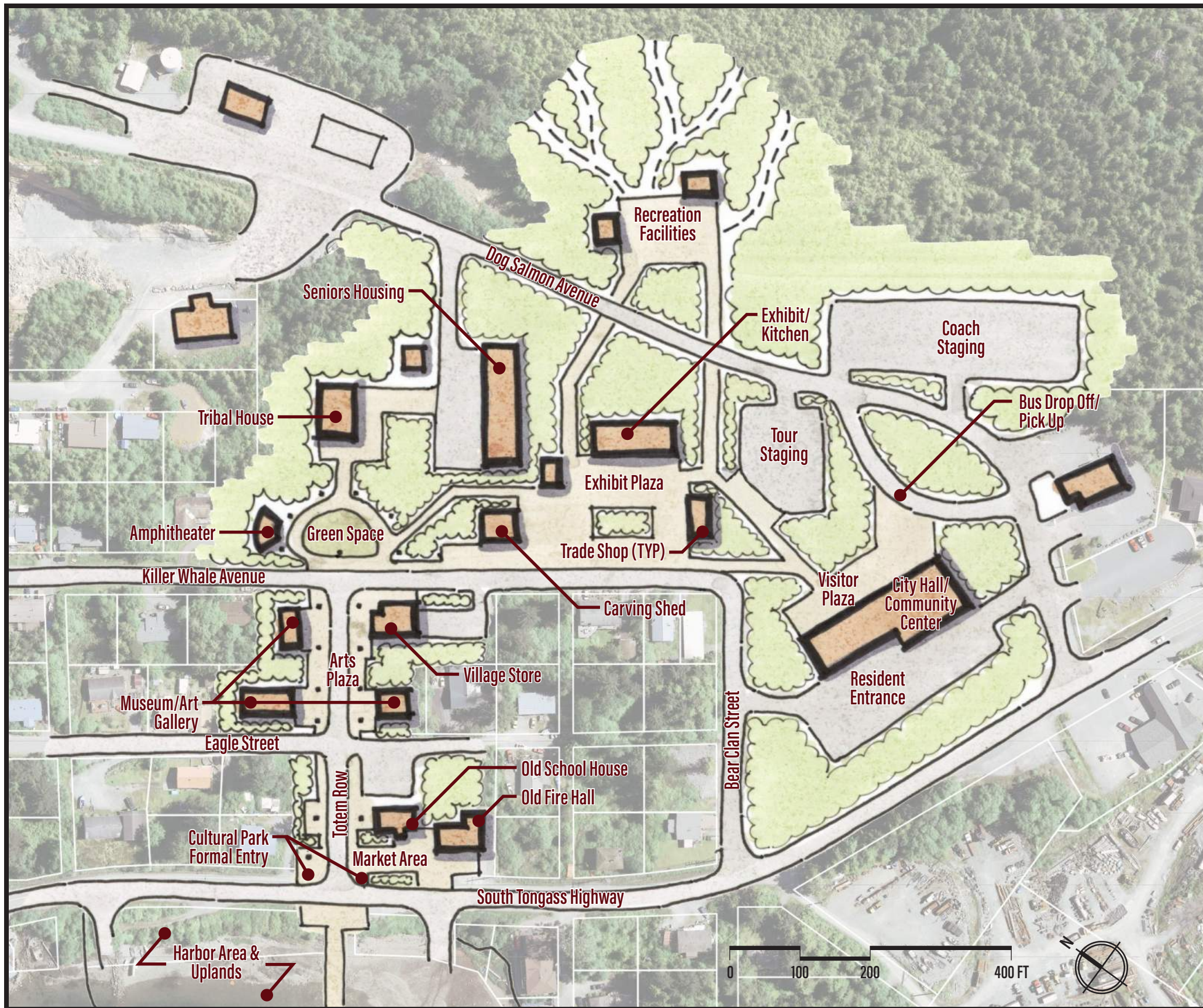
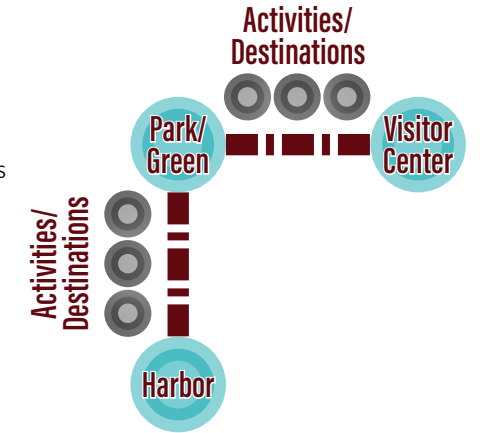
- The axis theme strengthens the pedestrian connections between the Harbor and the Cultural Park, meeting at the Tribal House.
- Activities are located along these connections similar to a pearl necklace, drawing a visitor along the connections and through the Cultural Park.

Opportunities/Constraints

- Pros
 - Strong axis connection in the park
 - Separate tour and coach staging area
 - A visitor of the space goes on a journey between the connection points
 - Connects the outdoor performance space and amphitheater with the existing green space at the head of Totem Row
 - Senior Housing and Carving Shed remains in place
 - Maintains Dog Salmon Avenue
 - Separates bus traffic from Totem Row
- Cons
 - No connection between the Head Start School and the Cultural Park
 - Potential conflicts with properties along Totem Row to be developed with Museum/Art Gallery buildings

Amenities

- Artists/makers workshops
- Amphitheater/outdoor performance space
- Exhibit/kitchen area to host food tours
- Market space
- Arts & culture museum
- Trail center and contact point



TRAILS & RECREATION

Layout Description

- Looped system providing a variety of distances and challenges to the user.
- Highlights the local ecosystems with interpretive opportunities that can be developed for trail tours.

Trail tours can be self-led or offered as a guided tour with a group.

- Recreation center that connects with the Cultural Park

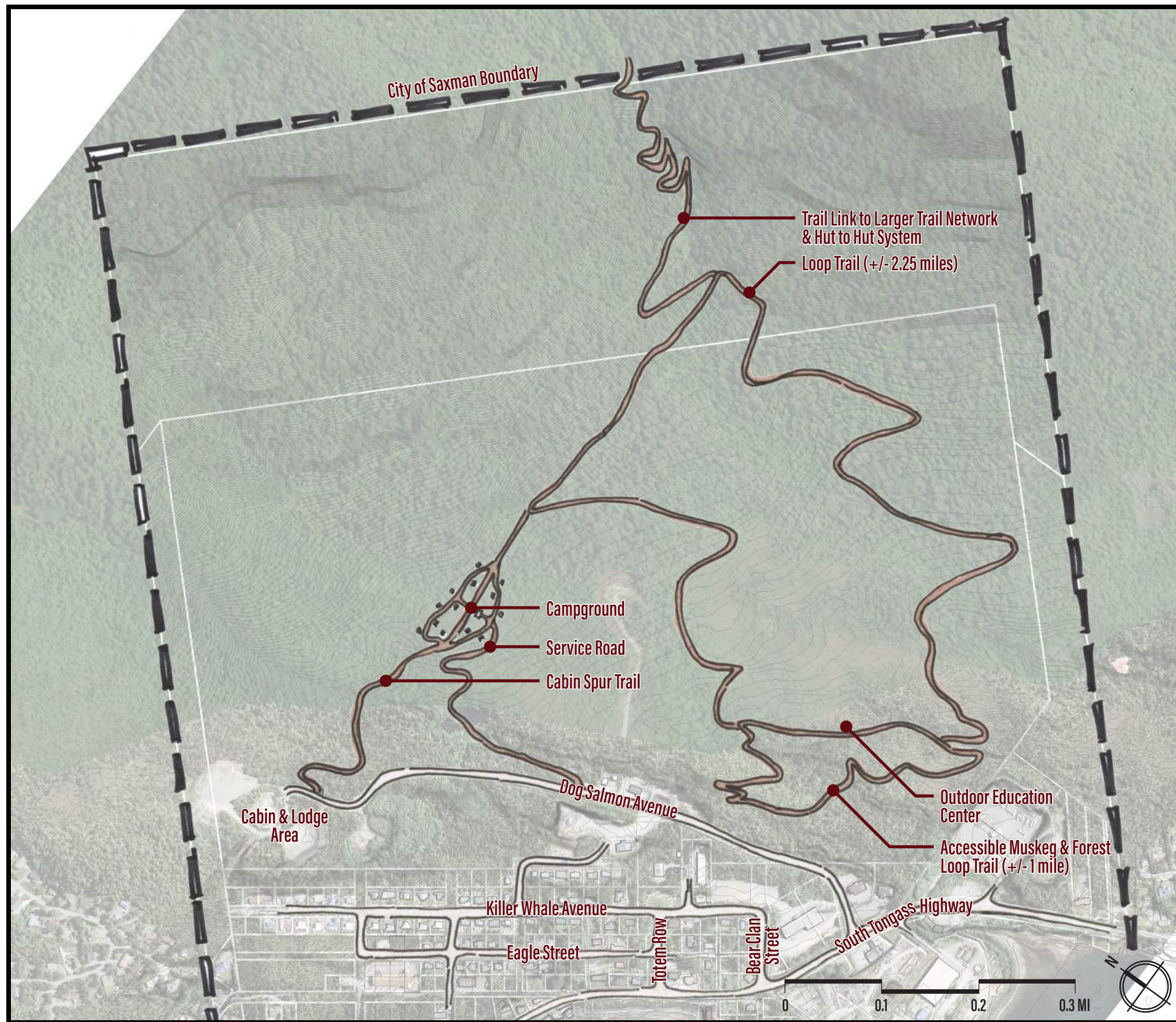
Trail loops that start from the Recreation Center

Spur trails that connect from the trail loops to important connection points (campground, cabin, and lodge area)

- The trails will range from accessible to more challenging and be hardened aggregate with boardwalks where required through wet environments.
- Long-range planning includes a spur trail to connect with a regional trail network and hut-to-hut camping amenities.
- Campground that includes 15 tent sites, vault toilets, and a day-use pavilion.
- Cabin & Lodge area (see next concept).

Amenities

- Outdoor Education Center
- Cabin & lodge area
- Campground
- Looped trails for a variety of users
- Future regional trail connection opportunities



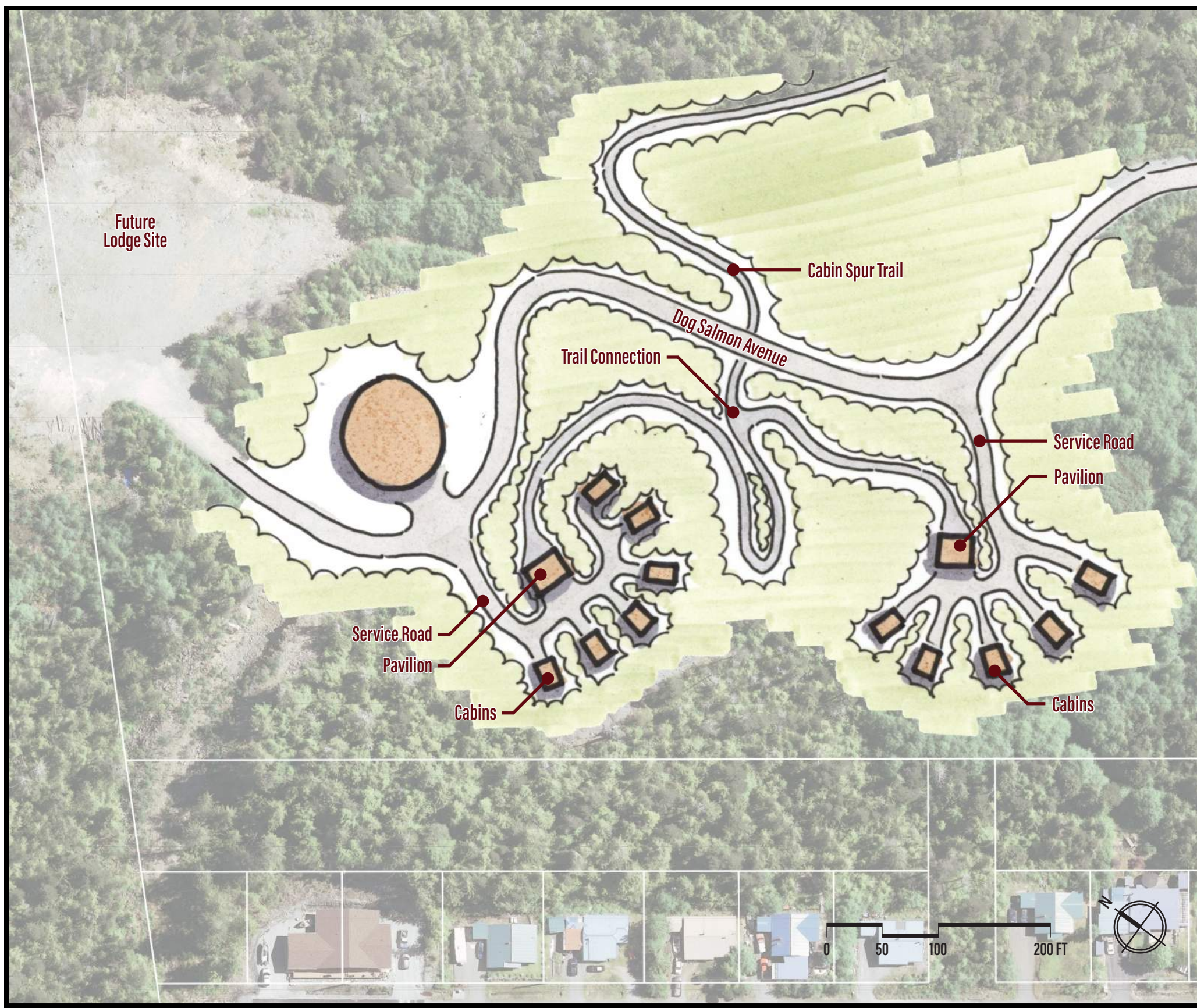
RECREATION CABINS

Layout Description

- Located away from the Cultural Park and Harbor activities in a quiet location that offers million dollar views.
- Clustered throughout a restored forest environment with a shared recreation space and linked connections to the hiking trails.
- Phased development to lower up-front costs.
- In the long-term, a space is provided for a future lodge site.

Amenities

- Cabins
 - 16' x 26' (384 square feet)
 - Timber framed structures
 - Common living space, bathroom, and two bedrooms.
 - Propane for heating and cooking.
 - Connected to electricity.
- Shared recreation space
 - Day-use pavilion
 - Fire pit
 - Outdoor gathering space



HARBOR CONCEPT 1

Layout Description

- Breakwater/Wave Attenuator layout reflects recommendations of previous Wind/Wave analysis
 - (2) breakwater/wave attenuator floats
 - South breakwater/wave attenuator has dual purpose serving also as Drive-Down float w/ direct connection to the uplands area via vehicle/pedestrian access bridge
 - Cruise Ship/Yacht moorage float peripheral to harbor basin
 - Separate from majority of harbor users
 - Maximum maneuvering space for cruise ships
- Maximum harbor moorage w/ two pedestrian access gangways
 - Floats aligned with existing contours to avoid need for dredging
 - Headwalk float located along -20ft contour to allow access/usage at all tides
- Seaplane Facility incorporated into harbor float system – located far end of north mainwalk float
 - Provides wave protection while allowing for necessary space to maneuver

Number of Moorage Slips

- Moorage Summary:
 - 60ft – 16
 - 40ft – 60
 - 24ft – 34
 - <20ft – 20
 - Yachts ~600 If transient moorage

Opportunities/Constraints

- Combined Cruise Ship and Drive-Down Float
 - Pros:
 - Cost savings
 - Cruise Ship/Yacht float and associated activities peripheral to harbor basin
 - Direct charter vessel access via moorage at Cruise Ship float
 - Combined use in summer but available between cruise ship dockings and year-round to locals
 - Cons:
 - Removal of existing rock pinnacle required due to navigation hazard (i.e. additional cost)
 - Potential conflicts w/ local/recreational and industry having combined-use facility
- Combined Seaplane float with moorage float system
 - Pros:
 - Cost savings
 - Combined use in summer but minimal use between cruise ship dockings and remainder of year
 - Cons:
 - Potential conflicts w/ local/recreational and industry having combined-use facility
- Option for alternate access or dual access to drive-down float via Bear Clan.



HARBOR CONCEPT 2

Layout Description

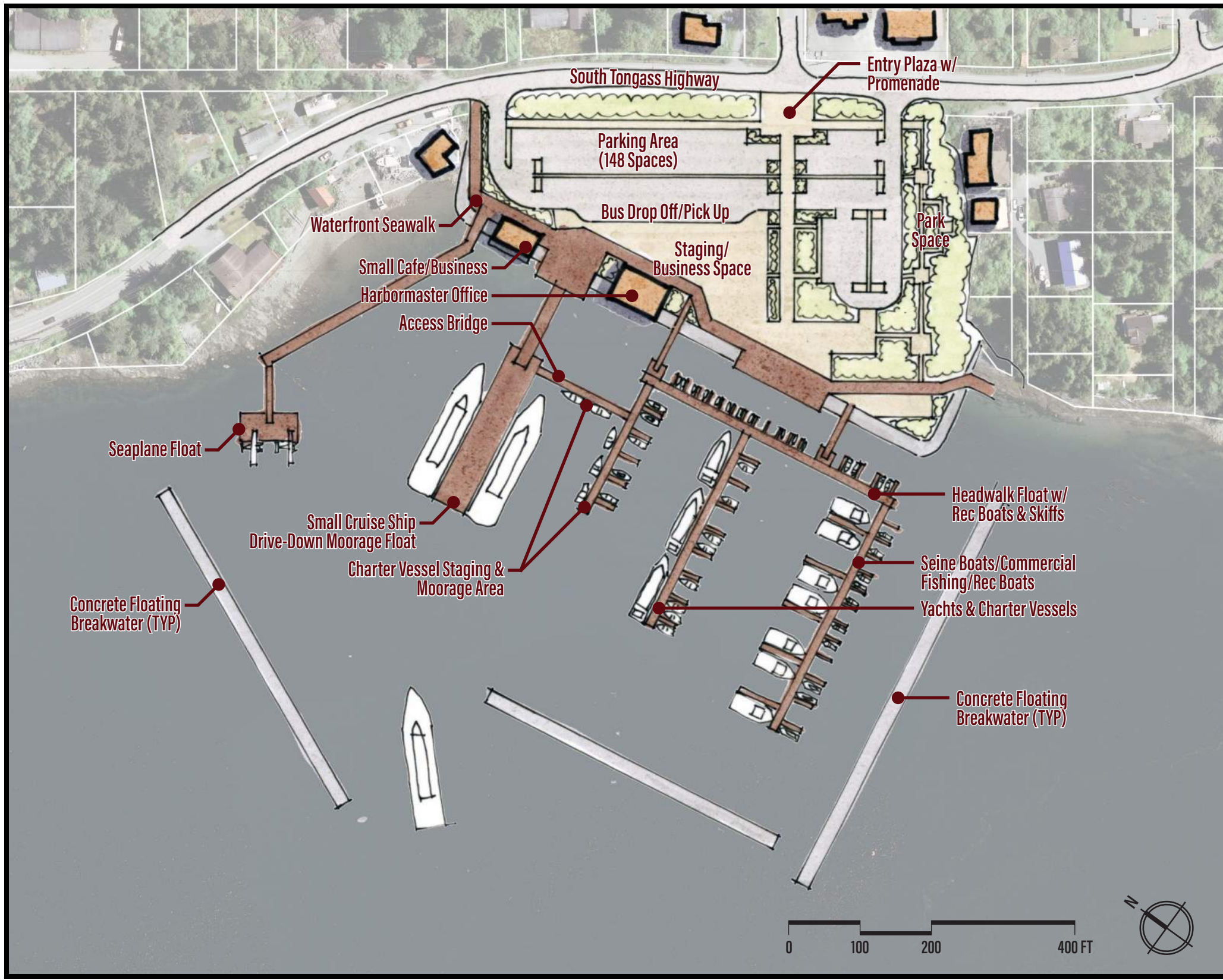
- Breakwater/Wave Attenuator layout reflects recommendations of previous Wind/Wave analysis
 - (3) breakwater/wave attenuator floats
 - Breakwater/wave attenuator layout to provide harbor protection but also adequate space for maneuvering of cruise ships in/out of harbor
- Dual purpose Cruise Ship/Yacht and Drive-Down float within harbor basin and direct connection to upland area via vehicle/pedestrian access bridge
- Float connection between Cruise Ship/Drive-down float and harbor float system for access to charter vessels
- Harbor moorage w/ two pedestrian access gangways
 - Floats aligned with existing contours to avoid need for dredging
 - Headwalk float located along -20ft contour to allow access/usage at all tides
- Seaplane Facility separate/peripheral to harbor float system but still inside breakwater/wave attenuator
 - Provides wave protection while allowing for necessary space to maneuver

Number of Moorage Slips

- Moorage Summary:
 - 60ft – 10
 - 40ft – 32; also ~ 300 lf transient moorage
 - 24ft – 26
 - <20ft – 24
 - Yachts ~ 300 lf transient moorage; also cruise ship float if available

Opportunities/Constraints

- Combined Cruise Ship and Drive-Down Float
 - Pros:
 - Cost savings
 - Combined use in summer but available between cruise ship dockings and year-round to locals
 - Direct access to harbor float system and charter vessels but still peripheral to local users
 - Cons:
 - Potential conflicts w/ local/recreational and industry having combined-use facility
- Seaplane Float Facility separate from harbor float system
 - Pros:
 - Separate access and peripheral to harbor basin and moorage floats
 - Maximum maneuvering space
 - Cons:
 - Additional cost
- Minimum Harbor Moorage due to need for large vessel maneuvering/navigation within harbor basin





**Saxman
CARES Act Funding
January 14, 2021
4:00 PM**

Item 2.

MINUTES

Call to Order

The meeting was called to order at 4:12 PM by Vice Mayor Thomas.

Roll Call

PRESENT

Mayor Frank Seludo
Vice Mayor Billy Joe Thomas
Committee Member Woody Watson
Committee Member Denny Blair
Committee Member Norman Natkong

ABSENT

Committee Member Rick Makua
Committee Member Gabriella Daniels

Public Comment

No public comment

Consideration of the Agenda

A motion is made to accept the agenda. Motion declared passed.

Motion made by Committee Member Watson, Seconded by Committee Member Blair.
Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Blair, Committee Member Natkong

Old Business

1. CARES Act Financials

Background: Reporting of the CARES Act accounts
Kayleigh Slegal presents the balance sheet.

New Business

2. Grant Application Decision Appeal

Background: On December 18th a resident attempted to email a grant application for Decembers grant. There was no attachment, however the email was submitted after the deadline of the 14th. There were 2 applications that were accepted and approved on the 15th due to a delay in mail delivery. The grant applications were mailed with the Water and Sewer billing on the 1st. There were 2 other applications that were denied due to missing the deadline and the CARES Act account being out of money.

The City Administrator presented the reason for the appeal. The Council had discussion.

A motion was made to recommend approving the Utility/Rent/Mortgage assistance grant application. Motion declared not passed.

Motion made by Committee Member Watson, Seconded by Committee Member Blair.
Voting Nay: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson,
Committee Member Blair, Committee Member Natkong

Council Comments

Adjournment

A motion was made to adjourn at 16:35. Motion declared passed.

Motion made by Committee Member Watson, Seconded by Mayor Seludo.
Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Blair, Committee Member Natkong



**Saxman
CARES Act Funding
January 14, 2021
4:00 PM**

Item 3.

MINUTES

Call to Order

The meeting was called to order at 4:12 PM by Vice Mayor Thomas.

Roll Call

PRESENT

Mayor Frank Seludo
Vice Mayor Billy Joe Thomas
Committee Member Woody Watson
Committee Member Denny Blair
Committee Member Norman Natkong

ABSENT

Committee Member Rick Makua
Committee Member Gabriella Daniels

Public Comment

No public comment

Consideration of the Agenda

A motion is made to accept the agenda. Motion declared passed.

Motion made by Committee Member Watson, Seconded by Committee Member Blair.
Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Blair, Committee Member Natkong

Old Business

1. CARES Act Financials

Background: Reporting of the CARES Act accounts
Kayleigh Slegal presents the balance sheet.

New Business

2. Grant Application Decision Appeal

Background: On December 18th a resident attempted to email a grant application for Decembers grant. There was no attachment, however the email was submitted after the deadline of the 14th. There were 2 applications that were accepted and approved on the 15th due to a delay in mail delivery. The grant applications were mailed with the Water and Sewer billing on the 1st. There were 2 other applications that were denied due to missing the deadline and the CARES Act account being out of money.

The City Administrator presented the reason for the appeal. The Council had discussion.

A motion was made to recommend approving the Utility/Rent/Mortgage assistance grant application. Motion declared not passed.

Motion made by Committee Member Watson, Seconded by Committee Member Blair.
Voting Nay: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson,
Committee Member Blair, Committee Member Natkong

Council Comments

Adjournment

A motion was made to adjourn at 16:35. Motion declared passed.

Motion made by Committee Member Watson, Seconded by Mayor Seludo.
Voting Yea: Mayor Seludo, Vice Mayor Thomas, Committee Member Watson, Committee Member Blair, Committee Member Natkong



**Saxman
Regular Meeting
December 16, 2020
5:30 PM**

Item 4.

MINUTES

Call to Order

Meeting called to order by Mayor Seludo at 5:46 PM

Prayer

Invocation by Councilor Watson.

Roll Call/Quorum

PRESENT

Mayor Frank Seludo
Council Member Billy Joe Thomas
Council Member Rick Makua
Council Member Denny Blair
Council Member Norman Natkong
Council Member Woody Watson

ABSENT

Council Member Gabriella Daniels

Public Comments

1. Background: The office has been contacted several times about the need for Karen Huffs property to have a sewer line replaced. Her daughter wanted the council to see the attached documents. The repair has been done.

The Council considered Mrs. Huff's testimony.

Consideration of the Agenda

A motion was made to add the OVS sub-award grant to executive session. Motion declared passed.

Motion made by Council Member Watson, Seconded by Council Member Thomas.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson

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".*

A motion was made to approve the consent agenda. Motion declared passed.

Motion made by Council Member Thomas, Seconded by Council Member Makua.
 Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson

2. Background: Meeting minutes to be approved.
3. Administrator and Water Plant Operator reports

Old Business

New Business

4. Amendment to free rental ordinance

Background: The Building and Ordinance Committee is recommending an amendment to the Ordinance on free rentals in the Tribal house, Community Center and Gym. This amendment would allow Alcoholics Anonymous, Narcotics Anonymous, Al-Anon and other like substance recovery groups to also qualify for free rentals.

Staff Recommended Action: "I make a motion to set Amended Ordinance #20-15 for Public Hearing at the next regularly scheduled meeting"

A motion to set Amended Ordinance #20-15 for Public Hearing at the next regularly scheduled meeting was made. Motion declared passed.

Motion made by Council Member Thomas, Seconded by Council Member Watson.
 Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson

5. Budget Modification

Background: the Finance Committee is recommending a Budget Modification to account for unforeseen appropriations.

Staff Recommended Actions: "I make a motion to set FY21 Budget Modification #1 for public hearing at the next Regular Meeting"

A motion was made to set FY21 Budget Modification #1 for public hearing at the next Regular Meeting. Motion declared passed.

Motion made by Council Member Thomas, Seconded by Council Member Watson.
 Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson

Background: Corvis design is working on the rough draft for the Harbor Concept and they wanted to hear that these 2 designs were approved to move forward on.

The Council had discussion on the two early concepts of the new harbor.

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

Executive Session

A motion was made to enter into Executive session to consider advice from the municipal attorney that might have a financial impact on the city. Motion declared carried at 7:00 PM

Motion made by Council Member Thomas, Seconded by Council Member Watson.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson

Executive session ended at 7:46 PM.

Motion to issue a joint to another Hunker Down request with OVS for the City of Saxman. Motion declared not passed.

Motion made by Council Member Thomas, Seconded by Council Member Makua.
Voting NAY: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson

Next Meeting Dates:

City Council Meeting: 1/20/21 5:30 PM
Building and Ordinance Meeting: 1/12/21 4:00 PM
Seaport Meeting: 1/21/21 4:00 PM
Public Safety Planning Meeting: 1/12/21 5:00 PM
Finance Meeting: 1/14/21 5:00 PM

Tourism Master Planning Meeting:
Totem and Tourism Meeting:
Additional Meetings: CARES Act Meeting 1/14/21 4:00 PM

Council/Mayor Comments

Adjournment

A motion was made to adjourn. Motion carries.

Meeting adjourned at 7:56 PM

Motion made by Council Member Watson, Seconded by Council Member Thomas.
Voting Yea: Mayor Seludo, Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong, Council Member Watson

Frank Seludo, Mayor

Lori Richmond, City Clerk

Administrator's Report
January 18, 2021
Reporting on December

Item 5.

City Council:

The CARES Act Funding is almost complete. There was an issue with funding the last \$20,000.00 in Food Card disbursements, however the Borough graciously granted another \$20,000.00 in Food Card funds to cover the shortage. Because we could not come to an agreement with OVS for the second round of Food Card disbursements, we returned \$15,200.00 worth of Food Cards that were purchased with the initial allotment of Grant Funds from them.

The Public Works Technician position was eliminated and the last day of funding for that budget item was December 18th.

Ocean Alaska entered into a new lease with the City. In return for a discounted rate, \$1200.00, they agreed to host 2 public classes a year on Ocean Subsistence and Sustainability and allow the barge to be open for public tours during the summer. This will add value to the Saxman Tour.

The Web Site is now able to take payments online. Staff is slowly but surely adding content.

The Seaport Gate is almost finished. We are awaiting a pin pad for the other side of the gate so renters can get out without a key fob if they desire to not rent one. It is a \$50.00 deposit for a touchless key fob.

Crystal is now being trained for the reception area. She will be fulfilling the duties of Deputy Clerk and Receptionist.

Diane Markle has been receiving training on the finance clerk job description.

The Christmas Time is generally a slower time for the office and due to budget cuts we were unable to host several of our usual Christmas Traditions.

Thank you for your time.

Respectfully,

Lori Richmond

City Administrator/City Clerk

January 2021

Water Report

WATER PLANT

During this last month, heavy rains continue which has increased need for flushing. Quiet, yet busy holiday break with heavy the rains not just adding to the maintenance of reservoir but ditches for flow run off. Heavy rains and wind also caused trees to fall across roadway and has since also been cut away by Mr. Byron. Monthly samples were taken and reported as normally required.

SEAPORT

As always, pending projects, and lack of personal is the reason for increased projects as normal duties supersede projects. Heavy rains and wind affected seaport like treatment plant. In the seaport heavy rain and wind have damaged floating shop in seaport and is secured as best as can be but unsure of how long will last.

MISC.

Continued drain and ditch clearing and continued pmcs of the city and other areas under saxman control.

Water Operator

Josh Tyler

FY 21 Shared Fisheries Business Tax Program
Alternative Method Resolution

Saxman

(City or Borough)

RESOLUTION NO. 01-2021-02

A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY21
SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS
ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT
EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 19: SOUTHERN SOUTHEAST AREA

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY 21 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar year 2019 from fisheries business activities; and,

WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community, and Economic Development; and,

WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community, and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and,

WHEREAS, The City Council
(Governing Body) proposes to use an alternative allocation method for

allocation of FY21 funding available within the FMA 19: SOUTHERN SOUTHEAST AREA in agreement with all other municipalities in this area participating in the FY21 Shared Fisheries Business Tax Program;

NOW THEREFORE BE IT RESOLVED THAT: The City Council
(Governing Body) by this resolution certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2019 of fisheries business activity in FMA 19: SOUTHERN SOUTHEAST AREA:

- All municipalities share equally 50% of allocation; all municipalities share remaining 50% on a per capita basis.
- Ketchikan Gateway Borough population is reduced by the population of the Cities of Ketchikan and Saxman

PASSED and APPROVED by a duly constituted quorum of the _____ this _____ day
of _____ 20____.
(Governing Body)

SIGNED _____
Mayor

ATTEST _____
Clerk

FY 21 SHARED FISHERIES BUSINESS TAX PROGRAM**ALTERNATE METHOD APPLICATION****For****FMA 19: SOUTHERN SOUTHEAST AREA**Name of Municipality: City of SaxmanMailing Address: Rt 2 Box 1Ketchikan, AK 99901Contact Person: Kayleigh SlagleTitle: Finance OfficerEmail Address: cityadmin@kpnnet.netPhone Number: 907.225.4146

Return with resolution

E-mail**caa@alaska.gov****Subject Line****"Municipality Name, FY21, SFBT"****Or****Mail****State of Alaska DCCED****Shared Fisheries Business Tax Program****455 3rd Avenue, Suite 140****Fairbanks, Alaska 99701-4737**



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development
Division of Community and Regional Affairs

455 3rd Avenue, Suite 140
Fairbanks, AK 99701
Main: 907.451.2718
Fax: 907.451.2742

Item 7.

November 16, 2020

City of Saxman
Route 2, Box 1 - Saxman
Ketchikan AK, 99901

RECEIVED NOV 20 2020

Dear Municipal Official:

The Department of Commerce, Community, and Economic Development is pleased to announce availability of the **FY 2021 Shared Fisheries Business Tax Program**. The purpose of the program is to allocate a share of state fish tax collected outside municipal boundaries with municipalities affected by fishing industry activities. Municipalities around the state will share approximately \$1.1 million based on 2019 fisheries activity as reported by fish processors on their fish tax returns. Details of how the program works are included in the application under *Program Description*.

Historically, your municipality along with the other communities in your fisheries management area (FMA 19: Southern Southeast) has filed using the Alternative Method found on the last four pages of this application. A breakdown is included that details the communities in your FMA, in addition to the anticipated payment based on the agreed upon allocation method for your FMA. If this agreement is still in place with your FMA, you will only need to have your Council/Assembly pass the enclosed alternative method sample resolution in order to participate in the program.

If your FMA intends to change the alternative method of allocation, the new proposal must be submitted to our office no later than **January 15, 2020**. If an agreement cannot be made with all communities in your FMA, you will need to file using the standard method and claim your significant effects. Instructions on both of these methods are detailed in the application packet.

**DEADLINE FOR SUBMISSION OF COMPLETED APPLICATION IS
FEBRUARY 16, 2021.**

Applications can be scanned and emailed to caa@alaska.gov with the subject line **"Municipality Name, FY21, SFBT"**. If you have any questions about the program or require assistance in completing the application, please contact me at kimberly.phillips@alaska.gov or call (907) 451-2718.

Sincerely,

Kimberly Phillips
Grants Administrator II

Enclosure

FMA 19: Southern Southeast

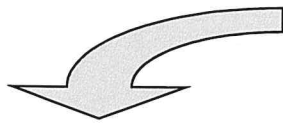
Total allocation:		50% Divided	50% per capita	LONG
\$8,074.45		\$4,037.22	\$4,037.22	
Community	Population	50% divided share	50% per capita share	Calculated Allocation
City of Craig	1,074	\$448.58	\$260.18	\$708.77
City of Edna Bay	47	\$448.58	\$11.39	\$459.97
City of Hydaburg	397	\$448.58	\$96.18	\$544.76
City of Kasaan	85	\$448.58	\$20.59	\$469.17
Ketchikan Gateway Borough	5,202	\$448.58	\$1,260.22	\$1,708.81
City of Ketchikan	8,103	\$448.58	\$1,963.01	\$2,411.59
City of Klawock	761	\$448.58	\$184.36	\$632.94
City of Saxman	434	\$448.58	\$105.14	\$553.72
City of Thorne Bay	562	\$448.58	\$136.15	\$584.73
Totals	16,665	\$4,037.22	\$4,037.22	\$8,074.45
Community Count	9			

* All municipalities share 50% of allocation equally; share remaining 50% on a per capita basis.

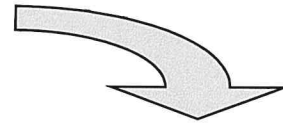
**Ketchikan Borough Population = Borough (13,739) - Cities of Saxman and Ketchikan

FY 21 SHARED FISHERIES BUSINESS TAX PROGRAM DESCRIPTION

PROCESS FOR METHODS



November 16
Commerce mails program
applications to municipalities



STANDARD METHOD

No later than February 16

Each municipality determines and documents the cost of fisheries impacts on the community and submits this information with their application.



No later than April 15

Department of Commerce reviews applications, makes a determination as to the validity of the submitted impacts, and notifies the municipalities of this determination.



Within 30 days

Municipalities have 30 days in which to appeal Commerce's determinations regarding submitted impacts.



Within 20 days

Commerce will respond to appeals within 20 days after receiving them.



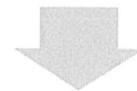
After all appeals are resolved

Commerce will perform the formula calculations for each FMA based on the relative impacts approved for each municipality in the FMA, and distribute the funding allocations.

ALTERNATE METHOD

No later than January 15

All municipalities in an FMA work together to develop an alternate allocation formula and submit their proposal to the Department of Commerce. Municipalities are encouraged to consult with Commerce during this effort regarding the acceptability of alternative methods.



No later than February 1

Commerce reviews alternate proposals, determines if proposals are acceptable, and notifies the municipalities of this determination. If the proposal is accepted, municipalities may then use the Alternative Method application. If the proposal is not acceptable to Commerce, they will work with municipalities in an area to resolve problems. If the problems cannot be resolved, the municipalities in that FMA must apply using the Standard Method application.



No later than February 16

Each municipality must submit an Alternative Method application. Commerce will distribute allocations after all applications within that FMA have been received and verified.

FY 21 Shared Fisheries Business Tax Program Application Instructions

STANDARD METHOD

- In the standard method application process each municipality determines and documents the cost to the municipality of fisheries industry significant effects suffered by the community in 2019.
- Details for each of these effects are submitted by municipalities using the Declaration of Significant Effects application forms provided on the following pages.
- The municipality must also submit an approved resolution by the governing body certifying that the information submitted in the application is correct and complete. A sample resolution is included in this packet.
- The department will review the applications and determine if the significant effects submitted are valid.
- Once the effects have been established for each of the municipalities in a Fisheries Management Area, the department will calculate the funding allocation for each municipality using the following formula:

One half of the funding available within a FMA is divided up among participating municipalities on the basis of the relative **dollar amount of impact** in each municipality. The **other half** of the funding available to that area is divided equally among all eligible municipalities.

Guidelines for Completing the Declaration of Significant Effects Forms

Some important definitions: The Shared Fisheries Business Tax Program provides for a sharing of State Fisheries Business Tax with municipalities that can demonstrate they suffered *significant effects* during the *program base year* from *fisheries business activity* in their respective fisheries management area.

For the purposes of this program, "fisheries business activity" means:

- activity related to fishing, including but not limited to the catching and sale of fisheries resources;
- activity related to commercial vessel, moorage and gear maintenance;
- activity related to preparing fisheries resources for transportation; and,
- activity related to processing fisheries resources for sale by freezing, icing, cooking, salting, or other method and includes but is not limited to canneries, cold storages, freezer ships, and processing plants.

And, "significant effects" means:

- municipal expenditures during the program base year demonstrated by the municipality to the department to be reasonable and necessary that are the result of fisheries business activities on the municipality's:
 - population;
 - employment;
 - finances;
 - air and water quality;
 - fish and wildlife habitats; and,
 - ability to provide essential public services, including health care, public safety, education, transportation, marine garbage collection and disposal, solid waste disposal, utilities, and government administration.

And, "program base year" means:

- calendar year 2019.

A municipality does not need to have actual expenditures in 2019 in order to include them as significant effects in the application. If a fishing business activity impacts a municipality in a manner that will result in a cost to the municipality, then the municipality can claim that impact as a significant effect. For example, a municipality's pier might have been damaged by an improperly docked fish processing vessel. The municipality might not have the funds to repair the pier during 2019, but the municipality has obtained final engineering estimates for the cost of repairs. In this case, the municipality could declare the repair cost estimates as significant effects on their application. However, **these costs may not be claimed again** if the municipality subsequently expended the monies to repair the pier at a later date (this would result in a double counting of significant effects).

If a significant effect claimed in the application reflects expenditures that were determined by the municipality to be necessary, but for which the municipality was unable to make an expenditure during the program base year, the application must include a finding by the municipal governing body which documents and clearly describes the procedures and methods by which the need and the estimated cost of such expenditures were determined.

Only that part of overall community impacts which are directly attributable to fishing business activity should be included as significant effects in the application. For example, a municipality water supply system may be impacted by the fresh water needs of the local fishing fleet and fish processing facilities. However, a municipality in this situation should not claim the entire cost of operating or maintaining the water system as a "significant effect" for the purposes of this program. In this case, the municipality must determine and document its estimate of the share of the use, and "wear and tear," of the water system that can reasonably be attributed to fisheries business activity. A place is provided on the *Declaration of Significant Effects* forms for municipalities to explain how they arrived at such estimates.

Examples of eligible significant effects. The kinds of negative effects which a municipality might possibly claim to have suffered are many. It is the responsibility of each municipality to describe, document and justify its particular claims of negative impacts during 2019 resulting from fisheries

business activities. For the purposes of this program, all significant effects must be presented in terms of expenditures of municipal funds, either actual or determined necessary. For example, a sudden population increase of 1,000 people is not in itself a negative effect. It is the demonstrable impacts on the municipality budget of dealing with these extra people that may be considered as significant effects for this program. The following examples represent the kinds of community impacts which are clearly eligible for inclusion in a municipality's *Declaration of Significant Effects* forms.

- a municipality's expenses during 2019 in repairing a dock damaged by a fishing vessel;
- a municipality's costs of hiring extra police, teachers or medical staff to cover periods during 2019 when fish processing workers or fishing crew and their families expanded the municipality's population;
- a municipality's 2019 loan which was used to improve the municipality's water system to meet increased demands for fresh water by local fish processors. Only that part of the debt service which can be directly attributable to supporting the fishing industry may be counted as a significant effect.
- special expenditures made by a municipality during 2019 to assist or help re-train workers who lost their jobs in the fishing industry because of a downturn in fishing activity;
- a municipality's expenditures for operating and maintaining harbor facilities during 2019;
- operating and maintaining a municipality's water and sewer system or landfill during 2019 that is directly attributable to the fishing industry.

Examples of events which are not eligible to be significant effects

The following are examples of municipal expenditures or events which are **not eligible** for inclusion in a municipality's *Declaration of Significant Effects* forms:

- Municipal expenditures that occurred before or after 2019 which are the result of fishing business activities;
- Revenues which a municipality did not receive during 2019 because of a downturn in local fishing business activity.

If you're not sure whether an event is a valid "significant effect" or not, contact DCCED.

Instructions for Completing the Standard Method Application

The completed standard method application submitted by each municipality will contain three elements:

- a set of *Declaration of Significant Effects* forms (one separate form for each significant effect claimed by the municipality). **Three copies of this form are included in the application- please make as many additional copies of this form as you need.**
- a *Cover Page* that provides the total number and cost of the significant effects claimed by the municipality.
- an *approved resolution* by the governing body adopting the application as true and correct. A sample resolution is included in the application.

Instructions for the Cover Page/Summary

The *Cover Page* must be completed and submitted as part of the application. This form summarizes the information found in the application. The number of significant effects claimed should be equal to the number of *Declarations of Significant Effects* forms submitted with the application and the total dollar amount should equal the sum of all the dollar amounts stated in Part 2 on the *Declarations of Significant Effects* forms.

Instruction for the *Resolution* form

Municipalities may use this form, or a similar form, to comply with the requirement that the submitted application be certified by the municipality's governing body.

**Submit completed application
no later than February 16, 2021, to:**

E-mail
caa@alaska.gov

Subject Line
"Municipality Name, FY21, SFBT"

Or

Mail
State of Alaska DCCED
Shared Fisheries Business Tax Program
455 3rd Avenue, Suite 140
Fairbanks, Alaska 99701-4737

If you have any questions regarding this program, contact
Kimberly Phillips at 451-2718

FY 21 SHARED FISHERIES BUSINESS TAX PROGRAM
STANDARD METHOD APPLICATION
for
FMA 19: SOUTHERN SOUTHEAST AREA

Name of Municipality: _____

Mailing Address: _____

Contact Person: _____

Title: _____

Phone Number: _____

Email Address: _____

Total # of Significant Effects Claimed: _____

Total \$ of Significant Effects Claimed: \$ _____

Return with, Declaration of Significant Effects forms, and resolution

E-mail
caa@alaska.gov

Subject Line
“Municipality Name, FY21, SFBT”

Or

Mail
State of Alaska DCCED
Shared Fisheries Business Tax Program
455 3rd Avenue, Suite 140
Fairbanks, Alaska 99701-4737

FY 21 Shared Fisheries Business Tax Program DECLARATION OF SIGNIFICANT EFFECTS FORM

(One Separate Form for Each Significant Effect Claimed)

1. Provide a description of the fisheries business activity which resulted in the significant effect:

2. Total significant effect (municipal expenditure) made necessary during 2019 by the fisheries business activity listed in #1: \$ _____

3. Municipal expenditure is: ☐ actual ☐ determined necessary
(Every municipal expenditure marked "determined necessary" must be supported by a resolution)

4. Describe how the municipal expenditure figure listed under Part 2 was determined:

5. Is the fisheries business activity part of a larger fiscal impact on the municipality?
☐ yes ☐ no

If yes, describe how the fisheries business-related part of the overall fiscal impact was determined.

6. Describe the documentation that supports the municipality's claim of this significant effect (this documentation must be readily available to the department upon request):

**FY 21 Shared Fisheries Business Tax Program
DECLARATION OF
SIGNIFICANT EFFECTS FORM**

(One Separate Form for Each Significant Effect Claimed)

1. Provide a description of the fisheries business activity which resulted in the significant effect:

2. Total significant effect (municipal expenditure) made necessary during 2019 by the fisheries business activity listed in #1: \$ _____

3. Municipal expenditure is: ☐ actual ☐ determined necessary
(Every municipal expenditure marked "determined necessary" must be supported by a resolution)

4. Describe how the municipal expenditure figure listed under Part 2 was determined:

5. Is the fisheries business activity part of a larger fiscal impact on the municipality?
☐ yes ☐ no

If yes, describe how the fisheries business-related part of the overall fiscal impact was determined.

6. Describe the documentation that supports the municipality's claim of this significant effect (this documentation must be readily available to the department upon request):

**FY 21 Shared Fisheries Business Tax Program
DECLARATION OF
SIGNIFICANT EFFECTS FORM**

(One Separate Form for Each Significant Effect Claimed)

1. Provide a description of the fisheries business activity which resulted in the significant effect:

2. Total significant effect (municipal expenditure) made necessary during 2019 by the fisheries business activity listed in #1: \$ _____

3. Municipal expenditure is: ☐ actual ☐ determined necessary
(Every municipal expenditure marked "determined necessary" must be supported by a resolution)

4. Describe how the municipal expenditure figure listed under Part 2 was determined:

5. Is the fisheries business activity part of a larger fiscal impact on the municipality?
☐ yes ☐ no

If yes, describe how the fisheries business-related part of the overall fiscal impact was determined.

6. Describe the documentation that supports the municipality's claim of this significant effect (this documentation must be readily available to the department upon request):

FY 21 Shared Fisheries Business Tax Program
Standard Method Resolution

(City or Borough)

RESOLUTION NO.

A RESOLUTION CERTIFYING THE FY 21 SHARED FISHERIES BUSINESS TAX PROGRAM
APPLICATION TO BE TRUE AND CORRECT

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY 21 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar year 2019 from fisheries business activities; and

WHEREAS, the Department of Commerce, Community, and Economic Development has prepared specific application forms for the purpose of presenting the municipality's claims as to the significant effects suffered by the municipality during calendar year 2019; and

WHEREAS, 3 AAC 134.100 requires the governing body of the municipality to include with the municipality's FY 21 program application an approved resolution certifying the information contained in the application to be true and correct;

NOW THEREFORE BE IT RESOLVED THAT:

The _____ by this resolution certifies the information contained in
the _____
(Governing Body)
(City or Borough)

FY21 Shared Fisheries Business Tax Program Application to be true and correct to the best of our knowledge.

PASSED AND APPROVED by a duly constituted quorum of the _____ this _____
day of _____, 20_____.
(Governing Body)

SIGNED _____
Mayor

ATTEST _____
Clerk

FY 21 Shared Fisheries Business Tax Program Application Instructions

ALTERNATIVE METHOD

- In the alternative method application process all municipalities in a fisheries management area may work together to develop an alternative allocation formula for distributing the available program funding among municipalities in the area. It is advised that the Department of Commerce be consulted during this process if the municipalities have questions or concerns about what constitutes an acceptable alternative to the standard allocation method.
- All the municipalities in an area must reach an agreement in writing on an alternative allocation formula.
- By January 15, the department must receive the proposed alternative method. If the alternative method is not acceptable, the department will work with the municipalities to resolve the problems.
- If the municipalities in an area fail to satisfy the department regarding the acceptability of the alternative allocation method proposed, then each municipality in the region must return to the standard application process and submit separate applications as required by that process.
- If the department finds the alternative allocation method satisfactory, each municipality must then complete an alternative method application consisting of a cover page and resolution. The resolution must be adopted by the governing body and it must clearly describe the approved alternative allocation method within that area. After all alternative method applications within an area have been received and approved; the department will perform the allocations and distribute program funds.

Instructions for Alternative Method Application

In the alternative method application, an approved resolution constitutes the application. No other forms need to be submitted. A sample resolution has been attached for your use.

General Guidelines for Developing an Alternative Allocation Method

All municipalities in a fisheries management area must agree on the alternative method: There must be unanimous agreement among all eligible municipalities in a fisheries management area with regard to alternative allocation methods. It is the responsibility of community leaders in the area to work together to negotiate an alternative which is acceptable to all municipalities. The department may be consulted at any time regarding what kinds of formula approaches are considered acceptable by the department.

Alternative methods must incorporate some measure of the relative significant effects experienced by the respective municipalities in the area. The measure of significant effects may take many forms. One area might agree to use the number of commercial fishing boat visits-per-year per community as a measure of significant effects. Another area might use the linear foot-length of public docks as a measure. Another area might use community population figures as an indication of the significant effects of fisheries business activity. Another area might share one half of the funding equally between the respective municipalities and share the other half based upon community population figures. Areas may decide to use one measure, or may use a combination of measures.

**Submit your completed application
no later than
February 16, 2021 to:**

E-mail
caa@alaska.gov

Subject Line
“Municipality Name, FY21, SFBT”

Or

Mail
State of Alaska DCCED
Shared Fisheries Business Tax Program
455 3rd Avenue, Suite 140
Fairbanks, Alaska 99701-4737

**If you require assistance in completing this application, contact
Kimberly Phillips at 451-2718.**

City of Saxman
Resolution #08-2020-06

Item 8.

A resolution of the Council of the City of Saxman, Alaska establishing the city of Saxman's authorized signature and establishing and effective date.

WHEREAS, in order for the City of Saxman to conduct the people's business it must recognize those who are authorized to sign financial documents or conduct on-line financial business on behalf of the City of Saxman; and,

WHEREAS, the City of Saxman authorizes any two (2) council members to sign City of Saxman & Seaport checks, time certificates of deposits, or transfer of funds and other documents drawn on behalf of the City of Saxman's funds deposited with First Bank, Northrim Bank, or with any other bank or Savings and Loan association doing business with the City of Saxman and Saxman Seaport; and

WHEREAS, it is also recognized that the Finance Clerk, Rhoda Roxann Byron, will need to be the First Bank, Northrim Bank, and Pownet Online Banking Account Administrator as the Finance Clerk is responsible for all Business/ACH services involving City of Saxman and Saxman Seaport enrolled accounts.

THEREFORE, BE IT RESOLVED, the following list of City of Saxman council members and Finance Clerk names and signatures shall be filed with the signature cards at the banks and Savings and Loan associates that do business with the City of Saxman and Saxman Seaport.

Effective Date: This resolution is effective upon adoption

Passed and Approved by the Saxman City Council this 9th day of 2020.

Gabriella Daniels

Richard Makua

Frank Seludo

Woodrow Watson

William J. Thomas

Norman Natkong, Sr

Denny Blair

R. Roxann Byron

ATTEST:

Lori Richmond, City Clerk

CITY OF SAXMAN - GENERAL Fund
FY21 Budget Mod FINAL

Account #	Account Description	FY21 Final Budget	FY21 Budget Mod	Change
GENERAL FUND				
01.00.00.4200	Operating Revenue-State of AK	(80,961.94)	(80,961.94)	-
01.00.00.4300	Fisheries Business Tax	(1,700.00)	(1,700.00)	-
01.00.00.4500	Sales Tax Revenue	(100,000.00)	(100,000.00)	-
01.00.00.4601	Misc. Office Revenue	(10,000.00)	(25,000.00)	(15,000.00)
01.00.00.4620	TourismAnnualFee CFC	(16,000.00)	(16,000.00)	-
01.00.00.4621	TourismRevenue CFC	(18,082.00)	(18,082.00)	-
01.00.00.4700	Head Start Lease	(2,800.00)	(2,800.00)	-
01.00.00.4701	Dockside Land Lease	(5,633.88)	(5,633.88)	-
	Transfer from Seaport	-	(42,208.24)	(42,208.24)
	Loan Proceeds	(190,000.00)	(220,280.53)	(30,280.53)
01.00.00.4801	Unbudgeted Reserves	0.00	0.00	-
01.00.00.5005	YE PERS Expense	8,976.00	7,128.00	(1,848.00)
01.00.00.5301	Office Supplies	1,000.00	1,000.00	-
01.00.00.5302	Copier Service	1,000.00	1,000.00	-
01.00.00.5310	Postage	900.00	900.00	-
01.00.00.5313	Bank Charges	700.00	1,100.00	400.00
01.00.00.5460	Computer Support	500.00	500.00	-
01.00.00.5515	Telephone	540.00	1,173.60	633.60
01.00.00.5720	Advertising	500.00	500.00	-
01.00.00.5740	Dues/Fees	570.00	595.00	25.00
01.00.00.5742	Subscriptions & Publications	190.00	190.00	-
01.00.00.5745	Business Development/Meals	500.00	500.00	-
01.00.00.5801	Accounting/Audit	20,000.00	20,000.00	-
01.00.00.5820	Legal Services	1,500.00	1,500.00	-
01.00.00.5825	Contract Services	1,000.00	5,427.19	4,427.19
01.00.00.6015	Alaska Municipal League	845.00	845.00	-
01.00.00.7001	Loan Fees	-	5,615.00	5,615.00
01.00.00.7010	Interest Expense	1,200.00	1,200.00	-
01.00.00.7800	Operating Transfer Out	22,800.00	38,523.24	15,723.24
	Transfer to Seaport	4,000.00	-	(4,000.00)
	Transfer to W&S	-	18,695.75	18,695.75
01.00.00.9100	General Fixed Assets	-	25,456.55	25,456.55
DEPUTY CLERK				
01.03.00.5001	Wages - Deputy Clerk	-	14,029.20	14,029.20
01.03.00.5010	PayrollTaxes	-	1,213.53	1,213.53
CITY ADMINISTRATOR				
01.04.00.4001	Reimbursed Wages/Benefits	-	(10,974.60)	(10,974.60)
01.04.00.4002	Reimbursed Travel/PerDiem	-	-	-
01.04.00.5001	Wages - City Clerk	67,200.00	75,600.00	8,400.00
01.04.00.5005	PERS Expense	14,784.00	16,632.00	1,848.00
01.04.00.5010	PayrollTaxes	5,812.80	6,539.40	726.60
01.04.00.5015	Insurance/Health/Life	12,486.96	13,443.72	956.76
01.04.00.5020	Workmen's Compensation	537.60	333.94	(203.66)
01.04.00.5301	Office Supplies	500.00	500.00	-
01.04.00.5460	City Clerk Computer Support	500.00	500.00	-
01.04.00.5515	Telephone	972.00	1,450.00	478.00
01.04.00.5630	General Liability Ins.	2,263.97	1,979.06	(284.91)
01.04.00.5740	Dues/Fees	805.00	886.00	81.00
01.04.00.6010	Travel/Transportation	-	-	-

CITY OF SAXMAN - GENERAL Fund
FY21 Budget Mod FINAL

Account #	Account Description	FY21 Final Budget	FY21 Budget Mod	Change
01.04.00.6011	Travel/Per Diem	-	-	-
01.04.00.6040	Registration	-	-	-
PUBLIC WORKS				-
01.05.00.5002	Temporary Hire	-	6,900.00	6,900.00
01.05.00.5010	PayrollTaxes	-	600.00	600.00
01.05.00.5015	Insurance/Health/Life	12,486.96	6,721.86	(5,765.10)
01.05.00.5020	Workmen's Compensation	-	-	-
01.05.00.5301	Office Supplies	75.00	75.00	-
01.05.00.5460	Pub. Works Computer Support	500.00	500.00	-
01.05.00.5505	GroundsEquipment	500.00	500.00	-
01.05.00.5506	GroundsSupplies	700.00	700.00	-
01.05.00.5513	COS: Street Lights	9,828.00	9,828.00	-
01.05.00.5515	Telephone	876.00	876.00	-
01.05.00.5525	Landfill	200.00	200.00	-
01.05.00.5630	General Liability Ins.	70.00	70.00	-
01.05.00.5740	Dues/Fees	50.00	50.00	-
01.05.00.5800	Towing Fees	500.00	500.00	-
01.05.00.6040	Registration	10.00	10.00	-
01.05.00.7001	Vehicle Operation -Flat Bed	1,700.00	1,700.00	-
01.05.00.7002	Vehicle Maintenance-Flat Bed	1,500.00	1,500.00	-
01.05.00.7003	Vehicle Insurance-Flatbed	1,000.00	1,298.00	298.00
ROADS				-
01.06.00.5210	Road Maintenance	2,000.00	2,000.00	-
01.06.00.5212	Snow Plow/Sander Maint.	1,000.00	1,000.00	-
01.06.00.5506	Equipment Insurance	300.00	267.00	(33.00)
01.06.00.6000	Road Supplies	3,500.00	3,500.00	-
01.06.00.7071	Loader Expenses	1,500.00	1,500.00	-
MAYOR				-
01.07.00.5001	Wages - Mayor	6,000.00	6,000.00	-
01.07.00.5005	PERS Expense	990.00	990.00	-
01.07.00.5010	PayrollTaxes	459.00	459.00	-
01.07.00.5020	Workmen's Compensation	45.00	29.40	(15.60)
01.07.00.5630	General Liability Ins.	240.00	174.24	(65.76)
01.07.00.5740	Dues/Fees	50.00	50.00	-
01.07.00.6010	Travel/Transportation	-	-	-
01.07.00.6011	Travel/Per Diem	-	-	-
01.07.00.6019	AML Mayor's Association	50.00	50.00	-
01.07.00.6040	Registration	-	-	-
COUNCIL				-
01.09.00.5001	Wages - Council Stipends	9,000.00	9,000.00	-
01.09.00.5005	PERS Expense	250.00	250.00	-
01.09.00.5010	PayrollTaxes	688.50	688.50	-
01.09.00.5020	Workmen's Compensation	45.00	34.30	(10.70)
01.09.00.5515	Telephone	144.00	144.00	-
01.09.00.5630	General Liability Ins.	240.00	203.28	(36.72)
01.09.00.5730	ElectionCosts	600.00	600.00	-
01.09.00.5740	Dues/Fees	175.00	175.00	-
01.09.00.5745	Business Development/Meals	500.00	500.00	-
01.09.00.5900	Retreat Expense	200.00	200.00	-
01.09.00.6010	Travel/Transportation	-	-	-
01.09.00.6011	Travel/Per Diem	-	-	-
FINANCE				-

CITY OF SAXMAN - GENERAL Fund
FY21 Budget Mod FINAL

Account #	Account Description	FY21 Final Budget	FY21 Budget Mod	Change
01.13.00.4002	Reimbursed Travel/Per Diem	-	-	-
01.13.00.5001	Wages	-	11,691.00	11,691.00
01.13.00.5010	Payroll Taxes	-	1,011.27	1,011.27
01.13.00.5015	Insurance/Health/Life	12,486.96	8,962.48	(3,524.48)
01.13.00.5020	Workman's Compensation	-	-	-
01.13.00.5301	Office Supplies	500.00	500.00	-
01.13.00.5460	Computer Support	500.00	500.00	-
01.13.00.5515	Telephone	1,344.00	1,920.00	576.00
01.13.00.5630	General Liability Ins.	-	-	-
01.13.00.5720	Advertising	150.00	150.00	-
01.13.00.5740	Dues/Fees	95.00	95.00	-
01.13.00.5825	Contract Services	72,000.00	72,000.00	-
01.13.00.6010	Travel/Transportation	-	-	-
01.13.00.6011	Travel/Per Diem	-	-	-
GRANTS				-
01.14.00.4002	Reimbursed Travel/Per Diem	-	(11,813.92)	(11,813.92)
01.14.00.5001	Wages	24,960.00	29,671.00	4,711.00
01.14.00.5010	Payroll Taxes	2,159.04	2,566.54	407.50
01.14.00.5301	Office Supplies	500.00	500.00	-
01.14.00.5515	Telephone	720.00	720.00	-
01.14.00.5740	Dues/Fees	540.00	540.00	-
01.14.00.5825	Contract Services	-	-	-
01.14.00.6010	Travel/Transportation	-	-	-
01.14.00.6011	Travel - Per Diem	-	-	-
VPSO				-
01.15.00.5301	Office Supplies	500.00	500.00	-
01.15.00.5515	Telephone	1,800.00	1,800.00	-
01.15.00.7001	VPSO Fuel	1,700.00	1,700.00	-
01.15.00.7002	Vehicle Maintenance	750.00	750.00	-
01.15.00.7003	VPSO Boat Fuel	500.00	500.00	-
01.15.00.7102	Boat Repairs	500.00	500.00	-
OLD CITY HALL				-
01.20.00.4309	Office Landfill	(300.00)	(300.00)	-
01.20.00.5549	City Hall Maint.	500.00	500.00	-
01.20.00.5550	General Maintenance	1,500.00	1,500.00	-
01.20.00.5551	Furnace Maintenance	350.00	350.00	-
01.20.00.5610	Property/Contents Insurance	1,700.00	1,900.39	200.39
COMMUNITY/CITY HALL				-
01.22.00.4001	Reimbursed Wages/Benefits	-	(2,938.98)	(2,938.98)
01.22.00.4301	Rental Revenue	(15,000.00)	(15,000.00)	-
01.22.00.4400	Vending Machines	(1,750.00)	(100.00)	1,650.00
01.22.00.5001	Wages	6,000.00	10,705.00	4,705.00
01.22.00.5010	Payroll Taxes	519.00	925.98	406.98
01.22.00.5020	Workman's Comp	500.00	401.00	(99.00)
01.22.00.5206	Sprinkler Maintenance	498.00	498.00	-
01.22.00.5313	Bank Charges	250.00	250.00	-
01.22.00.5460	Computer Support	500.00	500.00	-
01.22.00.5510	Utilities	12,000.00	12,000.00	-
01.22.00.5515	Telephone	1,416.00	1,416.00	-
01.22.00.5520	Oil	19,000.00	15,000.00	(4,000.00)

CITY OF SAXMAN - GENERAL Fund
FY21 Budget Mod FINAL

Account #	Account Description	FY21 Final Budget	FY21 Budget Mod	Change
01.22.00.5525	Landfill	250.00	250.00	-
01.22.00.5528	Water & Sewer Fees	5,748.00	5,748.00	-
01.22.00.5530	Operating Supplies	2,500.00	2,500.00	-
01.22.00.5550	General Maintenance	6,724.03	6,724.03	-
01.22.00.5551	Furnace Maintenance	1,000.00	2,000.00	1,000.00
01.22.00.5574	Licenses/Fees	190.00	190.00	-
01.22.00.5610	Property/Contents Insurance	24,000.00	26,938.09	2,938.09
01.22.00.5630	General Liability Insurance	170.00	145.20	(24.80)
01.22.00.5740	Dues/Fees	150.00	150.00	-
TRIBAL HOUSE				-
01.24.00.4301	Rental income	(1,500.00)	-	1,500.00
01.24.00.5510	Utilities	7,500.00	7,500.00	-
01.24.00.5520	Oil	6,500.00	6,500.00	-
01.24.00.5525	Landfill	125.00	125.00	-
01.24.00.5528	Water & Sewer Fees	5,748.00	5,748.00	-
01.24.00.5530	Operating Supplies	1,000.00	1,000.00	-
01.24.00.5550	Tribal House Maintenance	2,000.00	2,000.00	-
01.24.00.5551	Furnace Maintenance	800.00	800.00	-
01.24.00.5610	Property/Contents Insurance	5,200.00	6,018.74	818.74
OUTSIDE BATHROOMS				-
01.25.00.5510	Utilities	3,000.00	3,000.00	-
01.25.00.5530	Operating Supplies	1,500.00	1,500.00	-
01.25.00.5550	General Maintenance	400.00	400.00	-
01.25.00.5610	Property/Contents Insurance	700.00	791.91	91.91
CARVING CENTER				-
01.26.00.4301	Rental Income	(400.00)	(400.00)	-
01.26.00.5510	Utilities	5,000.00	5,000.00	-
01.26.00.5525	Landfill	25.00	25.00	-
01.26.00.5528	Water & Sewer Fees	5,748.00	5,748.00	-
01.26.00.5530	Operating Supplies	200.00	200.00	-
01.26.00.5550	General Maintenance	2,500.00	2,500.00	-
01.26.00.5610	Property/Contents Insurance	1,900.00	2,140.58	240.58
PUBLIC SAFETY BLDG				-
01.27.00.5510	Utilities	1,200.00	1,200.00	-
01.27.00.5520	Oil	2,500.00	2,500.00	-
01.27.00.5525	Landfill	150.00	150.00	-
01.27.00.5528	Water and Sewer	1,512.00	1,512.00	-
01.27.00.5550	General Maintenance	1,000.00	1,000.00	-
01.27.00.5551	Furnace Maintenance	200.00	200.00	-
01.27.00.5610	Property/Contents Insurance	850.00	836.13	(13.87)
THHP DUPLEX				-
01.28.00.4301	Rental Income	(22,500.00)	(19,350.00)	3,150.00
01.28.00.5510	Utilities	250.00	250.00	-
01.28.00.5525	Landfill	100.00	100.00	-
01.28.00.5550	General Maintenance	500.00	500.00	-
01.28.00.5610	Property Insurance	1,700.00	1,964.71	264.71
01.28.00.5720	Advertising	125.00	125.00	-
AHFC DUPLEX				-
01.29.00.4309	Landfill Revenue	(300.00)	(300.00)	-
01.29.00.4301	Rental Income	(29,820.00)	(29,820.00)	-

**CITY OF SAXMAN - GENERAL Fund
FY21 Budget Mod FINAL**

Account #	Account Description	FY21 Final Budget	FY21 Budget Mod	Change
01.29.00.5510	Utilities	250.00	250.00	-
01.29.00.5550	General Maintenance	1,500.00	1,500.00	-
01.29.00.5610	Property Insurance	1,650.00	1,869.24	219.24
01.29.00.5720	Advertising	125.00	125.00	-
INDEPENDENT TOURS				-
01.32.00.4001	Park Permit Revenue	(3,300.00)	(3,300.00)	-
01.32.00.4002	Headcount Fees Park	(38,275.20)	(38,275.20)	-
01.32.00.4004	Headcount Fees Buggie Tours	(9,000.00)	(9,000.00)	-
01.32.00.4015	Map Revenue	-	-	-
01.32.00.4025	Park Fees	(9,440.80)	(9,440.80)	-
01.32.00.5209	Shed Maintenance	250.00	250.00	-
01.32.00.5301	Office Supplies	800.00	800.00	-
01.32.00.5313	Square Processing Fees	100.00	100.00	-
01.32.00.5700	Totem restoration	7,500.00	7,500.00	-
01.32.00.5720	Advertising	700.00	700.00	-
STVFD				-
01.34.00.5350	Fire Truck Insurance	3,800.00	3,800.00	-
01.34.00.5402	Fire Engine Maintenance	1,000.00	1,000.00	-
	Fuel	500.00	500.00	-
	Safety Vehicle Insurance	500.00	500.00	-
01.34.00.5510	Utilities	650.00	650.00	-
01.34.00.5515	Telephone	460.00	460.00	-
01.34.00.5520	Oil	2,500.00	2,500.00	-
01.34.00.5550	General Maintenance	300.00	300.00	-
01.34.00.5551	Furnace Maintenance	150.00	150.00	-
01.34.00.5610	Property/Contents Ins.	360.00	412.04	52.04
01.34.00.5825	EMS Services	36,000.00	27,000.00	(9,000.00)
01.34.00.6040	Vehicle Registration	10.00	10.00	-

CITY OF SAXMAN - GENERAL Fund
FY21 Budget Mod FINAL

Account #	Account Description	FY21 Final Budget	FY21 Budget Mod	Change
	GENERAL FUND	(425,177.82)	(512,666.59)	(87,488.77)
	CITY CLERK	-	-	-
	CITY ADMINISTRATOR	-	(10,974.60)	(10,974.60)
	FINANCE	-	-	-
	GRANTS	-	(11,813.92)	(11,813.92)
	OLD CITY HALL	(300.00)	(300.00)	-
	COMMUNITY HALL	(16,750.00)	(18,038.98)	(1,288.98)
	TRIBAL HOUSE	(1,500.00)	-	1,500.00
	CARVING CENTER	(400.00)	(400.00)	-
	THHP DUPLEX	(22,500.00)	(19,350.00)	3,150.00
	AHFC DUPLEX	(30,120.00)	(30,120.00)	-
	INDEPENDENT TOURS	(60,016.00)	(60,016.00)	-
	TOTAL REVENUES	(556,763.82)	(663,680.09)	(106,916.27)
	EXPENSES			
	GENERAL FUND	66,721.00	131,849.33	65,128.33
	CITY CLERK	-	15,242.73	15,242.73
	CITY ADMINISTRATOR	105,862.33	117,864.12	12,001.79
	PUBLIC WORKS	29,995.96	32,028.86	2,032.90
	ROADS	8,300.00	8,267.00	(33.00)
	MAYOR	7,834.00	7,752.64	(81.36)
	COUNCIL	11,842.50	11,795.08	(47.42)
	FINANCE	87,075.96	96,829.75	9,753.79
	GRANTS	28,879.04	33,997.54	5,118.50
	VPSO	5,750.00	5,750.00	-
	OLD CITY HALL	4,050.00	4,250.39	200.39
	COMMUNITY/CITY HALL	81,415.03	86,341.30	4,926.27
	TRIBAL HOUSE	28,873.00	29,691.74	818.74
	OUTSIDE BATHROOMS	5,600.00	5,691.91	91.91
	CARVING CENTER	15,373.00	15,613.58	240.58
	PUBLIC SAFETY	7,412.00	7,398.13	(13.87)
	THHP DUPLEX	2,675.00	2,939.71	264.71
	AHFC DUPLEX	3,525.00	3,744.24	219.24
	INDEPENDENT TOURS	9,350.00	9,350.00	-
	SVFD	46,230.00	37,282.04	(8,947.96)
	TOTAL EXPENSES	556,763.82	663,680.09	106,916.27
	** Net Profit (Loss)	-	(0.00)	(0.00)

**Saxman Seaport
FY21 Budget Mod FINAL**

Item 9.

Account #	Account Description	FY21 FINAL	FY21 Budget Mod	Change
Revenue:				

4101	Retail Sales/Storage			
4101.01	Outdoor Storage	(38,000.00)	(38,000.00)	-
4101.02	Indoor Storage	(100,000.00)	(100,000.00)	-
4101.03	Moorage	(23,410.00)	(30,610.00)	(7,200.00)
4101.04	Office Space	(2,541.00)	(2,541.00)	-
4104	Forklift	-	-	-
4105	Electricity	(2,400.00)	(10,800.00)	(8,400.00)
4106	Miscellaneous Income	(400.00)	(400.00)	-
4300	Reimbursed Wages/Benefits	-	(11,708.91)	(11,708.91)
4302	Finance Charges	(500.00)	(1,000.00)	(500.00)
4301	Interest-Other	(75.00)	(75.00)	-
4800	Transfer in	(33,000.00)	-	33,000.00
4401	Gain on Sale of Asset	-	-	-
4402	Recovery of Bad Debt	(350.00)	(350.00)	-
4510	Bond Premium	(1,405.80)	(1,405.80)	-
* Total Revenue		(202,081.80)	(196,890.71)	5,191.09
Expenditures:				

5201	Public Works Wages	93,405.12	25,870.98	(67,534.14)
5202	Public Works Taxes	8,079.54	2,237.84	(5,841.70)
5203	Public Works PERS	20,549.13	5,691.62	(14,857.51)
5204	Health/Life Insurance	10.00	10.00	-
5211	Finance Wages	-	37,997.72	37,997.72
5212	Finance Payroll Taxes	-	3,286.80	3,286.80
5213	Finance PERS	-	8,359.50	8,359.50
5301	Office Supplies	500.00	500.00	-
5303	Contract Services	500.00	500.00	-
5304	Bank Service Charges	1,000.00	1,000.00	-
5305	Computer Expenses	700.00	700.00	-
5306	Dues & Subscriptions	150.00	150.00	-
5307	Licenses & Permits	-	-	-
5308	Advertising	250.00	250.00	-
5309	Postage	400.00	400.00	-
5401	General Liability Insurance	3,000.00	2,627.52	(372.48)
5402	Worker's Compensation	4,400.00	3,774.94	(625.06)
5403	Property Insurance	11,750.00	13,384.43	1,634.43
5501	Electricity	32,000.00	22,100.00	(9,900.00)
5502	Telephone	2,000.00	2,000.00	-
5503	Fuel	500.00	500.00	-
5600	Safety & Security	250.00	250.00	-
5710	Interest Expense	7,700.00	7,700.00	-
5801	Audit	-	-	-
5901	Operating Supplies-Bldg	500.00	500.00	-
5902	Repairs & Maintenance-Bldg	5,288.01	4,741.12	(546.89)
5903	Dock Repairs	500.00	1,500.00	1,000.00
5904	Equipment Purchases	250.00	250.00	-
5913	Bad Debt	2,000.00	2,000.00	-
6001	Repairs & Maintenance-Eqpt	1,000.00	1,000.00	-
6002	Operating Expense-Eqpt	400.00	400.00	-
7501	Debt Service	5,000.00	5,000.00	-
	Transfer to General Fund		42,208.24	42,208.24
* Total Expenses		202,081.80	196,890.71	(5,191.09)
** Net Profit (Loss)		0.00	(0.00)	(0.00)

**CITY OF SAXMAN
WATER AND SEWER
FY21 Budget Mod FINAL**

Account #	Account Description	FY21 FINAL	FY21 Budget Mod	Change
Revenue:				
10.00.00.4001	Reimbursed Wages/Benefits	-	(7,055.10)	(7,055.10)
10.00.00.4201	Water Service Charges	(141,600.00)	(141,600.00)	-
10.00.00.4202	Sewer Service Charges	(116,163.00)	(116,163.00)	-
10.00.00.4203	Shut Off Fees	(650.00)	(650.00)	-
10.00.00.4205	NSF Fees	(150.00)	(150.00)	-
10.00.00.4206	Late Fees	(500.00)	(500.00)	-
10.00.00.4207	Reconnect Fees	(150.00)	(150.00)	-
10.00.00.4410	Interest Income	(40.00)	(40.00)	-
	Transfer from GF	-	(18,695.75)	(18,695.75)
10.00.00.4770	Sale of Assets	-	-	-
	* Total Revenue	(259,253.00)	(285,003.85)	(25,750.85)
Expenditures:				
10.00.00.5001	Wages - Water & Sewer Operator	50,349.24	55,749.24	5,400.00
10.00.00.5005	PERS	11,076.83	12,264.83	1,188.00
10.00.00.5010	Payroll Taxes	4,274.76	4,741.86	467.10
10.00.00.5015	Insurance/Health/Life	12,486.96	13,443.72	956.76
10.00.00.5020	Workmen's Compensation	3,040.21	2,582.00	(458.21)
10.00.00.5201	Chemicals	10,000.00	10,000.00	-
10.00.00.5202	Water Testing Services	1,700.00	1,700.00	-
10.00.00.5203	Water Rights Service Fee	50.00	50.00	-
10.00.00.5204	Water Testing Supplies	250.00	250.00	-
10.00.00.5207	Water Plant Maintenance	5,000.00	5,000.00	-
10.00.00.5208	Booster Station Maint.	100.00	100.00	-
10.00.00.5211	Water System Maintenance	10,000.00	10,000.00	-
10.00.00.5213	Sewer System Maint.	2,000.00	2,000.00	-
	FY19 KGB Fees	68,544.00	68,544.00	-
10.00.00.5301	Office Supplies	500.00	500.00	-
10.00.00.5310	Postage	500.00	500.00	-
10.00.00.5313	Bank Charges	4,500.00	5,500.00	1,000.00
10.00.00.5345	Senior Exempt Service	4,536.00	4,536.00	-
10.00.00.5460	Computer Support	500.00	500.00	-
10.00.00.5510	Utilities	4,500.00	4,500.00	-
10.00.00.5511	Electricity-Booster Station	1,500.00	1,500.00	-
10.00.00.5515	Telephone	1,740.00	1,740.00	-
10.00.00.5520	Oil	2,000.00	2,000.00	-
10.00.00.5530	Operating Supplies	500.00	500.00	-
10.00.00.5551	Furnace Maintenance	700.00	700.00	-
10.00.00.5610	Property/Contents Insurance	250.00	257.27	7.27
10.00.00.5611	Ins./Property Water Storage	275.00	302.49	27.49
10.00.00.5612	Ins./Property Water Treatment	1,600.00	1,799.89	199.89
10.00.00.5613	Ins. Property-New Water Plant	8,000.00	9,209.39	1,209.39
10.00.00.5630	General Liability Insurance	2,000.00	1,582.82	(417.18)
10.00.00.5702	Licenses/Permits	1,280.00	1,280.00	-
10.00.00.5740	Dues/Fees	750.00	750.00	-
10.00.00.5801	Accounting/Audit	10,000.00	10,000.00	-
10.00.00.5825	Contracted Services	500.00	500.00	-
10.00.00.6010	Transportation/Lodging	-	-	-
10.00.00.6011	Travel - Per Diem	-	-	-
10.00.00.6040	Registration	450.00	450.00	-
10.00.00.7071	Truck Expense - Chevy	2,500.00	2,500.00	-
10.00.00.7073	Truck Insurance - Chevy	800.00	1,552.37	752.37
10.00.00.7074	Truck Maintenance - Chevy	1,500.00	1,500.00	-
	Transfer to Seaport	29,000.00	-	(29,000.00)
	General Fixed Assets	-	44,417.97	44,417.97
10.00.00.7801	Maintenance Reserves/Depreciation	-	-	-
	* Total Expenses	259,253.00	285,003.85	25,750.85
	** Net Profit (Loss)	(0.00)	(0.00)	(0.00)

FY21 Budget Modification#1

**AN ORDINANCE OF THE CITY OF SAXMAN, ALASKA PROVIDING FOR BUDGET MODIFICATIONS TO THE FISCAL YEAR 2021 BUDGET APPROPRIATIONS BY PROVIDING FOR THE ESTABLISHMENT AND ADOPTION OF LINE ITEM BUDGET MODIFICATIONS AND DESIGNATING AN EFFECTIVE DATE.
BE IT INACTED BY THE CITY OF SAXMAN, ALASKA AS FOLLOWS:**

Whereas, the fiscal year 2021 budget for the City of Saxman is in quarter three of the fiscal activity and due to unforeseen expenditures there exists the need for budget modifications to reflect appropriate expenses and revenue to date.

Whereas, after review by, and consultation with the Mayor of Saxman City Council the attached budget reflects line items that have been increased or decreased.

Section 1. Classifications: This is a non-code ordinance.

Section 2. General provisions: The budget documents attached provide for the authorized revenues and expenditures and the change in cash balance as a part of the budget for the period of July 1, 2020 through June 30, 2021. The Mayor is hereby authorized to draft and execute such documents as may be necessary to provide for transfer of revenues to the budgets for which revenues have been allocated consistent with this approved fiscal year 2021 approved budget. The Mayor may transfer from one authorized appropriation to another any amount which would not annually exceed 10% of that line item category or \$10,000.00 whichever is less. Larger modifications to the line item budget may be made only by resolution of the City Council.

SECTION 4. APPROPRIATIONS: The appropriations of \$1,145,574.65 are authorized as follows:

<u>Fund FY21 1st Budget</u>	<u>Mod Current</u>	<u>Modifications</u>	<u>Revised Budget</u>
General fund budget	556,763.82	106,916.27	663,680.09
Water/sewer fund budget	259,253.00	25,750.85	285,003.85
Saxman Seaport Budget	202,081.80	- 5,191.09	196,890.71
TOTALS	1,018,098.62	127,476.03	1,145,574.65

SECTION 5. Effective date: This ordinance shall become effective upon the date this ordinance is adopted.

Introduction & 1st reading: 12/16/2020

2nd Reading & Adoption: 1/20/2021

Frank Seludo, Mayor

ATTEST: Lori Richmond, City Clerk

February 2021

February 2021							March 2021						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	1	2	3	4	5	6	7	1	2	3	4	5	6
14	8	9	10	11	12	13	14	8	9	10	11	12	13
21	15	16	17	18	19	20	21	15	16	17	18	19	20
28	22	23	24	25	26	27	28	22	23	24	25	26	27
								29	30	31			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 31	Feb 1	2	3	4	5	6
7	8	9 4:00pm Building and Ordinance Committee Meeting 5:00pm Public Safety Planning	10	11 4:00pm CARES Act Funding 5:00pm Finance	12	13
14	15	16	17 5:30pm Regular Meeting	18 4:00pm Seaport	19	20
21	22	23	24	25	26	27
28	Mar 1	2	3	4	5	6