



**City of Saxman  
Regular Meeting  
November 16, 2022  
5:30 PM**

## **AGENDA**

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### **Call to Order**

### **Prayer**

### **Roll Call/Quorum**

### **Ceremonial Matters**

1. After the results of the 2023 Election it is required for the new Council to make a secret vote to choose a Mayor for the 2022-2023 year. The Clerk will assist.
2. The Clerk will administer the City Council Oath to the newly elected members of the Saxman City Council.

### **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".*

3. October 19, 2022 Regular Council Meeting Minutes

Background: Meeting Minutes presented for Council's approval.

4. Water Operator Report

Background: The Water Plant Operator verbally presents a report for the month of November.

5. Resolution #11.2022.07 PVSA Reform

Background: A joint resolution of the Assembly of the Ketchikan Gateway Borough, Council of the City of Ketchikan, and Council of the City of Saxman, urging the Federal Government to reform the Passenger Vessel Services Act. The Assembly and Ketchikan City Council have passed this within the last 30 days.

Possible Motion: "I make a motion to approve Resolution #11.2022.07, PVSA Reform."

### **Old Business**

6. Budget Modification

Background: This Budget Modification for FY23 was recommended by the Finance Committee. It should be set for Public Hearing at the December Regular Meeting, posted for 30 days and voted on at the next Regular Meeting.

Possible Motions:

"I make a motion to set Ordinance #22-\_\_\_, FY23 Budget Modification for Public Hearing on December 21, 2022."

## 7. Area Joint Priority Issues

Background: The Joint Legislative Priority List Committee met in September and agreed on joint policy initiatives and requests for project funding. When the respective governing bodies have approved the capital project and policy issue priority lists the Borough Clerk will compile a letter for the three mayors to sign and transmit to the Governor. The Minutes are attached.

Possible Motions: "I make a motion to approve the priority list as listed in the meeting minutes for the Legislative Priority Committee and request the Mayor to sign the same."

## 8. Public Nuisances Ordinance

Background: The City Council made a motion to approve the Draft Public Nuisances Ordinance and to recommended to the City Council to set a date for public hearing at the next Regular Council Meeting. This Ordinance did not get posted for the required 30 days and the Clerk is asking the Council to re-schedule the Public Hearing for the December Regular Meeting.

*Possible Motions: "I make a motion to set Ordinance #22-\_\_\_\_, Public Nuisances Ordinance for public hearing for December Regular Meeting."*

## **New Business**

**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**

## **Unfinished Business**

## **Staff Reports**

## **Executive Session**

## **Next Meeting Dates:**

## **Council/Mayor Comments**

## **Adjournment**



**City of Saxman  
Regular Meeting  
October 19, 2022  
5:30 PM**

Item 3.

## **MINUTES**

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### **Call to Order**

Vice Mayor Thomas called the meeting to order at 5:38 PM.

### **Prayer**

Invocation by Councilor Watson.

### **Roll Call/Quorum**

#### **PRESENT**

Council Member Billy Joe Thomas  
Council Member Rick Makua  
Council Member Denny Blair  
Council Member Norman Natkong Sr.  
Council Member Woody Watson

#### **ABSENT**

Mayor Frank Seludo  
Council Member Gabriella Blair

### **Public Comments**

Ryan Naylar, a PH student at Penn State, attended for public comment and informed the council that he is interested in hearing about our local economy and community dynamics such as the tourism impact and community development. He requested to attend the next Regular Council Meeting in November to go more in depth with this conversation in public comments. He will send a request in to the administrative staff for consideration.

### **Consideration of the Agenda**

*A motion was made to use the Agenda as a guide. Motion Passed.*

Motion made by Council Member Watson, Seconded by Council Member Makua.

Voting Yea: Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., 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 Passed.*

Motion made by Council Member Watson, Seconded by Council Member Makua.

Voting Yea: Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson

1. August 17, 2022 Regular Council Meeting Minutes  
Background: Meeting Minutes for Council's Approval.
2. September 21, 2022 Regular Council Meeting Minutes  
Background: Meeting Minutes Presented for Council's Approval.
3. October 5, 2022, Canvass Board Meeting Minutes  
Background: Meeting Minutes Presented for Council's Approval.
4. October 11, 2022 Building and Ordinance Meeting Minutes  
Background: Meeting Minutes Presented for Council's Approval.
5. October 13, 2022 Finance Meeting Minutes  
Background: Meeting Minutes Presented for Council's Approval.
6. October 13, 2022 Finance Meeting Recommendations  
Background: Finance Meeting Recommendations for Council's Approval.
7. Water Operator Report  
Background: The Water Plant Operator verbally gives a report for the month of October.

The City Clerk orally presented a report of the Water Plant for the month of October.

### **Old Business**

There was no Old Business.

### **New Business**

8. *Draft Public Nuisances Ordinance*

Background: The City Council made a motion to approve the Draft Public Nuisances Ordinance and to recommended to the City Council to set a date for public hearing at the next Regular Council Meeting.

Staff recommended motions: "I make a motion to set Draft Public Nuisances Ordinance for a Public Hearing at the Regular Meeting on November 16, 2022"

*A motion was made to set Draft Public Nuisances Ordinance for a Public Hearing at the Regular Meeting on November 16, 2022.*

Motion made by Council Member Watson, Seconded by Council Member Makua.

Voting Yea: Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson

**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**

### **Staff Reports**

**Next Meeting Dates:**

## 9. November Calendar

Background: November Calendar for Council's Review

The Council reviewed the November calendar and approved the meeting dates as presented.

Council Orientation is set for November 5, 2022 at 9:00 to 5:00 PM.

**Council/Mayor Comments**

*Councilor Watson:* Good Meeting.

*Councilor Natkong:* Good Meeting.

*Councilor Makua:* Good Meeting.

*Councilor D. Blair:* [I would like to] thank you all for a good meeting.

*Vice Mayor Thomas:* This Council has really come together the past few years and done well. [I would like to] thank the staff and the Mayor for all their hard work.

**Adjournment**

*A motion was made to adjourn the meeting. Motion Passed.*

The meeting was adjourned at 5:47 PM.

Motion made by Council Member Watson, Seconded by Council Member Makua.

Voting Yea: Council Member Thomas, Council Member Makua, Council Member Blair, Council Member Natkong Sr., Council Member Watson

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Frank H. Seludo, Mayor

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Lori Richmond, City Clerk

**KETCHIKAN GATEWAY BOROUGH  
CITY OF KETCHIKAN  
CITY OF SAXMAN**

**BOROUGH RESOLUTION NO. 2973;  
CITY OF KETCHIKAN RESOLUTION NO. 22-2869;  
CITY OF SAXMAN RESOLUTION NO. 11-2022-07**

**A Joint Resolution of the Assembly of the Ketchikan Gateway Borough, Council of the City of Ketchikan, and Council of the City of Saxman, Urging the Federal Government to Reform the Passenger Vessel Services Act**

**RECITALS**

- A. WHEREAS**, since the onset of the COVID-19 pandemic in early 2020, Ketchikan, along with all other cruise port communities in Alaska, have implemented historic measures to address the pandemic and to ensure a safe and healthy resumption of cruise in late 2021; and
- B. WHEREAS**, as a result of nearly two years without substantial cruise activity, the community of Ketchikan suffered massive social and economic effects leading to business closures, record unemployment, and decreased municipal revenues that are used to provide critical services to residents; and
- C. WHEREAS**, with gratitude to the Alaska congressional delegation, cruise activity was able to safely resume in late 2021 due to the passage of a temporary waiver to the Passenger Vessel Services Act that allowed for all foreign-flagged cruise vessels bound for Alaska to bypass the required stop in Canada, which had prohibited all cruise activity in its waters; and
- D. WHEREAS**, the abbreviated 2021 cruise season provided a much needed boost to Ketchikan's economy and laid a strong foundation for a more robust return to cruise tourism in 2022 and a full recovery; and
- E. WHEREAS**, while the 2022 Alaska cruise season signaled a return to a more predictable and beneficial cruise schedule for Alaskan communities, the events surrounding the 2021 cruise resumption have shed light on the deficiencies and potentially disastrous consequences of maintaining the foreign port call requirements upheld through the Passenger Vessel Services Act; and
- F. WHEREAS**, the community of Ketchikan remains deeply concerned that while seemingly anomalous, emergencies either foreign or abroad have the potential to needlessly hamper Alaska's cruise economy should the Canadian government once again elect to prohibit cruise while the Passenger Vessel Services Act remains in

place; and

- G. WHEREAS**, recognizing that while Alaska's cruise economy is a global economy, Alaska's economic prosperity should not be so bound to the policies and actions of a foreign government when it is domestic law that would make such foreign action irrelevant and innocuous, and
- H. WHEREAS**, the community of Ketchikan urges its state legislators and all members of Congress to reform the outdated and no longer applicable aspects of the Passenger Vessel Services Act pertaining to cruise tourism in U.S. waters to ensure that Alaska's residents and livelihoods are not once again dictated by foreign policy.

**NOW, THEREFORE, IN CONSIDERATION OF THE ABOVE FACTS, IT IS RESOLVED BY THE ASSEMBLY OF THE KETCHIKAN GATEWAY BOROUGH, COUNCIL OF THE CITY OF KETCHIKAN, AND COUNCIL OF THE CITY OF SAXMAN** as follows:

**Section 1.** The Ketchikan Gateway Borough, City of Ketchikan, and City of Saxman, urge the Federal Government to reform the Passenger Vessel Services Act.

**Section 2.** The Ketchikan City Clerk shall transmit a copy of this resolution to Alaska Congresswoman Mary Peltola, Alaska Senator Lisa Murkowski, Alaska Senator Dan Sullivan, and Alaska Governor Mike Dunleavy.

**Section 3.** Effective Date. This resolution shall be effective upon adoption by the Ketchikan Gateway Borough Assembly, Ketchikan City Council, and Saxman City Council.

ADOPTED by the Borough Assembly this \_\_\_ day of November, 2022.

ADOPTED by the Ketchikan City Council this \_\_\_ day of November, 2022.

ADOPTED by the Saxman City Council this \_\_\_ day of November 2022.

**Ketchikan Gateway Borough Signatures:**

\_\_\_\_\_  
Rodney Dial, Borough Mayor

*ATTEST:*

\_\_\_\_\_  
Kacie Paxton, Borough Clerk

*APPROVED AS TO FORM:*

\_\_\_\_\_  
Glenn Brown, Borough Attorney

**City of Ketchikan Signatures:**

\_\_\_\_\_  
Dave Kiffer, City Mayor

*ATTEST:*

\_\_\_\_\_  
Kim Stanker, City Clerk

**City of Saxman Signatures:**

\_\_\_\_\_  
Frank Seludo, City Mayor

*ATTEST:*

\_\_\_\_\_  
Lori Richmond, City Clerk

FY22 Budget Modification

**AN ORDINANCE OF THE CITY OF SAXMAN, ALASKA PROVIDING FOR BUDGET MODIFICATIONS TO THE FISCAL YEAR 2023 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 2023 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, 2022 through June 30, 2023. 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 2023 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 \$1,209,520.16 are authorized as follows:

<u>Fund</u>	<u>Original Budget</u>	<u>Modifications</u>	<u>Revised Budget</u>
General fund budget	729,293.66	77,272.21	806,565.88
Water/sewer fund budget	259,253.00	600.00	259,853.00
Saxman Seaport Budget	556,130.80	-894.64	555,236.16
TOTALS	1,544,677.46	76,977.57	1,621,655.04

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

Introduction & 1<sup>st</sup> reading:

2<sup>nd</sup> Reading & Adoption:

\_\_\_\_\_  
Frank Seludo, Mayor

\_\_\_\_\_  
ATTEST: Lori Richmond, City Clerk

Saxman Seaport  
FY23 Budget Modification FINAL

Item 6.

Account #	Account Description	FY23 YTD	FY23 Original	FY23 Modification	FY23 Modified FINAL
<b>Revenue:</b>					
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4101	Retail Sales/Storage				
4101.01	Outdoor Storage	(3,249.16)	-	(4,605.36)	(4,605.36)
4101.02	Indoor Storage	(106,755.80)	(500,000.00)	-	(500,000.00)
4101.03	Moorage	(11,004.96)	(39,000.00)	9,000.00	(30,000.00)
4101.04	Office Space	-	-	-	-
4104	Forklift	-	-	-	-
4105	Electricity	(6,269.20)	(14,500.00)	(2,500.00)	(17,000.00)
4106	Miscellaneous Income	(50.00)	(400.00)	-	(400.00)
4300	Reimbursed Wages/Benefits	-	-	-	-
4302	Finance Charges	(903.70)	(250.00)	(1,000.00)	(1,250.00)
4301	Interest-Other	(40.42)	(75.00)	-	(75.00)
4800	Transfer in	-	-	-	-
4401	Gain on Sale of Asset	-	-	-	-
4402	Recovery of Bad Debt	-	(500.00)	-	(500.00)
4510	Bond Premium	(468.60)	(1,405.80)	-	(1,405.80)
	<b>* Total Revenue</b>	<b>(128,741.84)</b>	<b>(556,130.80)</b>	<b>894.64</b>	<b>(555,236.16)</b>
<b>Expenditures:</b>					
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5204	Health/Life Insurance	4,254.25	16,511.36	-	16,511.36
5211	Finance Wages	9,834.08	39,444.00	4,700.00	44,144.00
5212	Finance Payroll Taxes	801.43	3,411.91	406.55	3,818.46
5213	Finance PERS	2,163.50	8,677.68	1,034.00	9,711.68
5301	Office Supplies	-	500.00	-	500.00
5303	Contract Services	-	5,000.00	-	5,000.00
5304	Bank Service Charges	314.36	1,000.00	-	1,000.00
5305	Computer Expenses	83.07	850.00	-	850.00
5306	Dues & Subscriptions	125.00	150.00	-	150.00
5307	Licenses & Permits	-	-	-	-
5308	Advertising	-	250.00	-	250.00
5309	Postage	150.00	400.00	-	400.00
5401	General Liability Insurance	330.04	1,073.27	-	1,073.27
5402	Worker's Compensation	54.24	153.83	-	153.83
5403	Property Insurance	8,122.12	24,263.00	-	24,263.00
5501	Electricity	7,883.12	22,100.00	-	22,100.00
5502	Telephone	639.40	2,000.00	240.00	2,240.00
5503	Fuel	-	500.00	-	500.00
5600	Safety & Security	-	250.00	-	250.00
5710	Interest Expense	3,250.00	6,875.00	-	6,875.00
5801	Audit	-	-	-	-
5901	Operating Supplies-Bldg	48.00	500.00	-	500.00
5902	Repairs & Maintenance-Bldg	26,195.80	40,000.00	-	40,000.00
5903	Dock Repairs	-	10,000.00	-	10,000.00
5904	Equipment Purchases	-	250.00	-	250.00
5913	Bad Debt	-	2,000.00	-	2,000.00
6001	Repairs & Maintenance-Eqpt	1,075.47	5,000.00	-	5,000.00
6002	Operating Expense-Eqpt	637.06	400.00	400.00	800.00
7501	Debt Service	5,000.00	5,000.00	-	5,000.00
	Travel/Transportation	-	-	3,045.00	3,045.00
	Transfer to General Fund	-	35,320.65	10,004.08	45,324.73
	To reserves		324,250.10	(20,724.27)	303,525.83
	<b>* Total Expenses</b>	<b>70,960.94</b>	<b>556,130.80</b>	<b>(894.64)</b>	<b>555,236.16</b>
	<b>** Net Profit (Loss)</b>	<b>57,780.90</b>	<b>(0.00)</b>	<b>0.00</b>	<b>(0.00)</b>

**CITY OF SAXMAN - GENERAL Fund  
FY23 Budget Modification FINAL**

Account #	Account Description	FY23 YTD Actual	FY23 Original	FY23 Modification	FY23 FINAL Modified
<b>GENERAL FUND</b>					
01.00.00.4200	Operating Revenue-State of AK	(67268.13)	(80,000.00)	12,731.87	(67,268.13)
01.00.00.4500	Sales Tax Revenue	(2613.53)	(140,000.00)	(10,000.00)	(150,000.00)
01.00.00.4601	Misc. Office Revenue	(779.70)	(10,000.00)	-	(10,000.00)
01.00.00.4603	Admin Fees	(17610.00)	(45,000.00)	-	(45,000.00)
01.00.00.4620	TourismAnnualFee CFC	(19999.99)	(40,000.00)	-	(40,000.00)
01.00.00.4621	TourismRevenue CFC Headcount	(39842.50)	(40,000.00)	(20,000.00)	(60,000.00)
01.00.00.4700	Head Start Lease	-	(3,000.00)	-	(3,000.00)
01.00.00.4701	Dockside Land Lease	(1,877.92)	(6,000.00)	-	(6,000.00)
01.00.00.4771	Citation Penalties	-	(1,000.00)	-	(1,000.00)
01.00.00.4800.01	Transfer from Seaport	-	(35,320.65)	(10,004.08)	(45,324.73)
01.00.00.4800.02	ARP Revenue Replacement 2021	(138,073.01)	(138,073.01)	-	(138,073.01)
01.00.00.5301	Office Supplies	1,048.51	2,000.00	1,500.00	3,500.00
01.00.00.5302	Copier Service	-	1,000.00	-	1,000.00
01.00.00.5310	Postage	167.75	1,000.00	-	1,000.00
01.00.00.5313	Bank Charges	472.58	1,100.00	400.00	1,500.00
01.00.00.5460	Computer Support	153.04	700.00	6,500.00	7,200.00
01.00.00.5515	Telephone	246.00	725.00	250.00	975.00
01.00.00.5720	Advertising	-	500.00	-	500.00
01.00.00.5740	Dues/Fees	995.00	1,220.00	-	1,220.00
01.00.00.5742	Subscriptions & Publications	-	300.00	-	300.00
01.00.00.5745	Business Development/Meals	-	300.00	-	300.00
01.00.00.5801	Accounting/Audit	-	17,000.00	(4,500.00)	12,500.00
01.00.00.5820	Legal Services	910.00	1,500.00	1,000.00	2,500.00
01.00.00.5825	Contract Services	-	1,000.00	-	1,000.00
01.00.00.5827	Municode Fees	8,700.00	4,200.00	300.00	4,500.00
01.00.00.6015	Alaska Municipal League	1,065.27	1,108.00	-	1,108.00
01.00.00.7010	Interest Expense	866.24	1,200.00	-	1,200.00
01.00.00.7800	Operating Transfer Out	12,145.00	36,435.00	-	36,435.00
01.00.00.9100	General Fixed Assets	-	-	47,000.00	47,000.00
<b>CITY ADMINISTRATOR</b>					
01.04.00.5001	Wages - City Clerk	24,066.64	72,200.00	-	72,200.00
01.04.00.5005	PERS Expense	5,294.66	15,884.00	-	15,884.00
01.04.00.5010	PayrollTaxes	1,937.56	6,245.30	-	6,245.30
01.04.00.5015	Insurance/Health/Life	4,255.53	16,511.36	-	16,511.36
01.04.00.5020	Workmen's Compensation	110.72	281.58	-	281.58
01.04.00.5301	Office Supplies	383.41	1,200.00	-	1,200.00
01.04.00.5460	City Clerk Computer Support	-	1,000.00	-	1,000.00
01.04.00.5515	Telephone	587.85	1,450.00	890.00	2,340.00
01.04.00.5630	General Liability Ins.	673.76	1,964.56	-	1,964.56
01.04.00.5740	Dues/Fees	427.50	900.00	-	900.00
01.04.00.6010	Travel/Transportation	2,356.60	4,300.00	-	4,300.00
01.04.00.6011	Travel/Per Diem	666.00	3,300.00	-	3,300.00
01.04.00.6040	Registration	395.00	1,400.00	-	1,400.00
<b>PUBLIC WORKS</b>					
01.05.00.5001	Wages	10,561.17	31,176.00	-	31,176.00
01.05.00.5002	Temporary Hire	246.00	7,500.00	-	7,500.00
01.05.00.5010	PayrollTaxes	934.83	3,326.14	-	3,326.14
01.05.00.5020	Workmen's Compensation	-	2,815.61	-	2,815.61

**CITY OF SAXMAN - GENERAL Fund  
FY23 Budget Modification FINAL**

Account #	Account Description	FY23 YTD Actual	FY23 Original	FY23 Modification	FY23 FINAL Modified
01.05.00.5301	Office Supplies	20.31	700.00	-	700.00
01.05.00.5460	Pub. Works Computer Support	-	500.00	-	500.00
01.05.00.5505	GroundsEquipment	30.16	5,000.00	-	5,000.00
01.05.00.5506	GroundsSupplies	151.62	700.00	-	700.00
01.05.00.5513	COS: Street Lights	3,415.14	9,828.00	400.00	10,228.00
01.05.00.5515	Telephone	113.93	876.00	(526.00)	350.00
01.05.00.5525	Landfill	16.75	400.00	-	400.00
01.05.00.5630	General Liability Ins.	-	1,052.37	-	1,052.37
01.05.00.5800	Towing Fees	-	1,500.00	-	1,500.00
01.05.00.7001	Vehicle Operation -Flat Bed	487.17	2,900.00	-	2,900.00
01.05.00.7002	Vehicle Maintenance-Flat Bed	74.76	1,000.00	-	1,000.00
01.05.00.7003	Vehicle Insurance-Flatbed	432.32	1,297.00	-	1,297.00
<b>ROADS</b>					
01.06.00.5210	Road Maintenance	1,935.74	5,000.00	-	5,000.00
01.06.00.5212	Snow Plow/Sander Maint.	-	500.00	-	500.00
01.06.00.5506	Equipment Insurance	89.00	267.00	-	267.00
01.06.00.6000	Road Supplies	-	4,000.00	-	4,000.00
01.06.00.7071	Loader Expenses	255.30	1,000.00	-	1,000.00
<b>MAYOR</b>					
01.07.00.5001	Wages - Mayor	2,600.00	7,800.00	-	7,800.00
01.07.00.5010	PayrollTaxes	198.91	670.80	-	670.80
01.07.00.5020	Workmen's Compensation	11.96	30.42	-	30.42
01.07.00.5630	General Liability Ins.	72.76	212.24	-	212.24
01.07.00.5740	Dues/Fees	-	50.00	-	50.00
01.07.00.6010	Travel/Transportation	-	1,500.00	-	1,500.00
01.07.00.6011	Travel/Per Diem	-	500.00	-	500.00
01.07.00.6019	AML Mayor's Association	-	50.00	-	50.00
<b>COUNCIL</b>					
01.09.00.5001	Wages - Council Stipends	1,953.50	18,000.00	-	18,000.00
01.09.00.5010	PayrollTaxes	151.56	1,548.00	-	1,548.00
01.09.00.5020	Workmen's Compensation	27.60	70.20	-	70.20
01.09.00.5515	Telephone	44.96	177.60	-	177.60
01.09.00.5630	General Liability Ins.	167.96	489.78	-	489.78
01.09.00.5730	ElectionCosts	941.78	500.00	500.00	1,000.00
01.09.00.5740	Dues/Fees	130.00	175.00	-	175.00
01.09.00.5745	Business Development/Meals	22.50	600.00	-	600.00
01.09.00.5900	Retreat Expense	-	200.00	-	200.00
<b>FINANCE</b>					
01.13.00.4002	Reimbursed Travel/Per Diem	-	-	-	-
01.13.00.5001	Wages	10,171.28	29,617.20	-	29,617.20
01.13.00.5010	PayrollTaxes	879.81	2,561.89	-	2,561.89
01.13.00.5020	Workman's Compensation	39.16	115.51	-	115.51
01.13.00.5301	Office Supplies	537.11	1,000.00	-	1,000.00
01.13.00.5460	ComputerSupport	-	800.00	-	800.00
01.13.00.5515	Telephone	618.63	1,920.00	240.00	2,160.00
01.13.00.5630	General Liability Ins.	238.36	805.88	-	805.88
01.13.00.5720	Advertising	-	150.00	-	150.00
01.13.00.5740	Dues/Fees	-	95.00	-	95.00
01.13.00.6010	Travel/Transportation	-	-	1,000.00	1,000.00
01.13.00.6011	Travel/Per Diem	-	-	730.00	730.00
01.13.00.5825	Contract Services	24,000.00	72,000.00	-	72,000.00

**CITY OF SAXMAN - GENERAL Fund  
FY23 Budget Modification FINAL**

Account #	Account Description	FY23 YTD Actual	FY23 Original	FY23 Modification	FY23 FINAL Modified
<b>GRANTS</b>					
01.14.00.5515	Telephone	309.34	912.00	-	912.00
01.14.00.5740	Dues/Fees	-	540.00	-	540.00
01.14.00.5825	Contract Services	-	50,000.00	-	50,000.00
<b>VPSO</b>					
01.15.00.5301	Office Supplies	23.29	500.00	-	500.00
01.15.00.5515	Telephone	354.27	1,100.00	-	1,100.00
01.15.00.7001	VPSO Fuel	491.99	1,600.00	-	1,600.00
	Housing stipend	-	-	8,400.00	8,400.00
01.15.00.7002	Vehicle Maintenance	86.94	500.00	-	500.00
01.15.00.7003	VPSO Boat Fuel	-	250.00	-	250.00
01.15.00.7102	Boat Repairs	-	250.00	-	250.00
<b>OLD CITY HALL</b>					
01.20.00.4309	Office Landfill	-	(300.00)	300.00	-
01.20.00.4602	Rental Revenue	(6,000.00)	(18,000.00)	-	(18,000.00)
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	1,046.52	3,129.00	-	3,129.00
<b>COMMUNITY/CITY HALL</b>					
01.22.00.4301	Rental Revenue	(13,620.00)	(20,000.00)	-	(20,000.00)
01.22.00.4400	Vending Machines	(342.23)	(100.00)	(400.00)	(500.00)
01.22.00.5001	Wages	2,037.00	8,774.40	-	8,774.40
01.22.00.5010	Payroll Taxes	176.21	758.99	-	758.99
01.22.00.5020	Workman's Comp	128.52	425.56	-	425.56
01.22.00.5206	Sprinkler Maintenance	279.00	900.00	-	900.00
01.22.00.5313	Bank Charges	2.70	500.00	-	500.00
01.22.00.5460	Computer Support	-	500.00	-	500.00
01.22.00.5510	Utilities	2,933.40	12,000.00	-	12,000.00
01.22.00.5515	Telephone	474.78	1,416.00	-	1,416.00
01.22.00.5520	Oil	7,938.13	22,000.00	4,000.00	26,000.00
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	813.24	1,500.00	800.00	2,300.00
01.22.00.5550	General Maintenance	7,319.80	10,000.00	5,000.00	15,000.00
01.22.00.5551	Furnace Maintenance	-	2,000.00	-	2,000.00
01.22.00.5574	Licenses/Fees	90.00	190.00	-	190.00
01.22.00.5610	Property/Contents Insurance	18,584.08	55,565.00	-	55,565.00
01.22.00.5630	General Liability Insurance	67.88	238.75	-	238.75
<b>TRIBAL HOUSE</b>					
01.24.00.4301	Rental income	(816.00)	(1,000.00)	-	(1,000.00)
01.24.00.5510	Utilities	1,682.75	8,000.00	-	8,000.00
01.24.00.5520	Oil	981.53	6,000.00	-	6,000.00
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	18.36	100.00	-	100.00
01.24.00.5550	Tribal House Maintenance	575.31	2,500.00	-	2,500.00
01.24.00.5551	Furnace Maintenance	-	800.00	-	800.00
01.24.00.5610	Property/Contents Insurance	3,306.16	9,885.00	-	9,885.00
<b>OUTSIDE BATHROOMS</b>					
01.25.00.5510	Utilities	465.99	3,000.00	-	3,000.00

**CITY OF SAXMAN - GENERAL Fund  
FY23 Budget Modification FINAL**

Account #	Account Description	FY23 YTD Actual	FY23 Original	FY23 Modification	FY23 FINAL Modified
01.25.00.5530	Operating Supplies	1,067.49	1,500.00	800.00	2,300.00
01.25.00.5550	General Maintenance	-	400.00	-	400.00
01.25.00.5610	Property/Contents Insurance	721.76	1,058.00	1,107.28	2,165.28
<b>CARVING CENTER</b>					
01.26.00.4301	Rental Income	-	(600.00)	-	(600.00)
01.26.00.5510	Utilities	890.64	5,000.00	(1,500.00)	3,500.00
01.26.00.5525	Landfill	16.75	25.00	-	25.00
01.26.00.5528	Water & Sewer Fees	-	5,748.00	-	5,748.00
01.26.00.5530	Operating Supplies	40.97	500.00	-	500.00
01.26.00.5550	General Maintenance	2,116.35	1,700.00	2,000.00	3,700.00
01.26.00.5610	Property/Contents Insurance	753.20	3,352.00	(1,092.40)	2,259.60
<b>PUBLIC SAFETY BLDG</b>					
01.27.00.5510	Utilities	281.84	1,000.00		1,000.00
01.27.00.5520	Oil	-	2,600.00		2,600.00
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	194.08	434.53	147.74	582.27
<b>KILLER WHALE DUPLEX</b>					
01.28.00.4301	Rental Income	(9,060.00)	(24,000.00)	(2,400.00)	(26,400.00)
01.28.00.5510	Utilities	-	500.00	-	500.00
01.28.00.5525	Landfill	16.75	100.00	-	100.00
01.28.00.5550	General Maintenance	959.35	3,000.00	-	3,000.00
01.28.00.5610	Property Insurance	1,222.80	3,656.00	-	3,656.00
01.28.00.5720	Advertising	-	125.00	-	125.00
<b>EAGLE AVE DUPLEX</b>					
01.29.00.4309	Landfill Revenue	(200.00)	(300.00)	-	(300.00)
01.29.00.4301	Rental Income	(10,200.00)	(30,600.00)	-	(30,600.00)
01.29.00.5510	Utilities	-	250.00	-	250.00
01.29.00.5550	General Maintenance	2,158.56	3,000.00	2,000.00	5,000.00
01.29.00.5610	Property Insurance	1,160.24	3,469.00	-	3,469.00
01.29.00.5720	Advertising	-	125.00	-	125.00
<b>INDEPENDENT TOURS</b>					
01.32.00.4001	Park Permit Revenue	(1,571.45)	(3,500.00)	-	(3,500.00)
01.32.00.4002	Headcount Fees Park - Independen	(78,823.00)	(85,000.00)	(30,000.00)	(115,000.00)
01.32.00.4015	Map Revenue	(455.00)	(500.00)	(500.00)	(1,000.00)
01.32.00.4025	Park Fees - Walk Ups	(14,685.00)	(7,000.00)	(17,000.00)	(24,000.00)
01.32.00.5209	Shed Maintenance	-	250.00	-	250.00
01.32.00.5301	Office Supplies	107.85	800.00	-	800.00
01.32.00.5313	Square Processing Fees	271.06	250.00	500.00	750.00
01.32.00.5700	Totem restoration	-	7,500.00	-	7,500.00
01.32.00.5720	Advertising	-	750.00	-	750.00
<b>STVFD</b>					
01.34.00.5350	Fire Truck Insurance	1,260.68	3,800.00	-	3,800.00
01.34.00.5402	Fire Engine Maintenance	-	500.00	-	500.00
01.34.00.5510	Utilities	138.84	650.00	-	650.00
01.34.00.5515	Telephone	-	460.00	-	460.00
01.34.00.5520	Oil	-	3,000.00	-	3,000.00

**CITY OF SAXMAN - GENERAL Fund  
FY23 Budget Modification FINAL**

Item 6.

<b>Account #</b>	<b>Account Description</b>	<b>FY23 YTD Actual</b>	<b>FY23 Original</b>	<b>FY23 Modification</b>	<b>FY23 FINAL Modified</b>
01.34.00.5550	General Maintenance	-	1,000.00	-	1,000.00
01.34.00.5551	Furnace Maintenance	-	150.00	-	150.00
01.34.00.5610	Property/Contents Ins.	582.20	2,321.00	(574.40)	1,746.60
01.34.00.5825	EMS Services	10,000.00	27,000.00	-	27,000.00
01.34.00.6040	Vehicle Registration	-	-	-	-

**CITY OF SAXMAN - GENERAL Fund  
FY23 Budget Modification FINAL**

Account #	Account Description	FY23 YTD Actual	FY23 Original	FY23 Modification	FY23 FINAL Modified
	GENERAL FUND	(288,064.78)	(538,393.66)	(27,272.21)	(565,665.88)
	DEPUTY CLERK	-	-	-	-
	CITY ADMINISTRATOR	-	-	-	-
	FINANCE	-	-	-	-
	GRANTS	-	-	-	-
	OLD CITY HALL	(6,000.00)	(18,300.00)	300.00	(18,000.00)
	COMMUNITY HALL	(13,962.23)	(20,100.00)	(400.00)	(20,500.00)
	TRIBAL HOUSE	(816.00)	(1,000.00)	-	(1,000.00)
	CARVING CENTER	-	(600.00)	-	(600.00)
	THHP DUPLEX	(9,060.00)	(24,000.00)	(2,400.00)	(26,400.00)
	AHFC DUPLEX	(10,400.00)	(30,900.00)	-	(30,900.00)
	INDEPENDENT TOURS	(95,534.45)	(96,000.00)	(47,500.00)	(143,500.00)
	<b>TOTAL REVENUES</b>	<b>(423,837.46)</b>	<b>(729,293.66)</b>	<b>(77,272.21)</b>	<b>(806,565.88)</b>
	<b>EXPENSES</b>				
	GENERAL FUND	26,769.39	71,288.00	52,450.00	123,738.00
	CITY ADMINISTRATOR	41,155.22	126,636.80	889.99	127,526.80
	PUBLIC WORKS	16,484.16	70,571.12	(126.00)	70,445.12
	ROADS	2,280.04	10,767.00	-	10,767.00
	MAYOR	2,883.63	10,813.46	-	10,813.46
	COUNCIL	3,439.86	21,760.58	500.00	22,260.58
	FINANCE	36,484.35	109,065.48	1,970.00	111,035.48
	GRANTS	988.50	51,452.00	-	51,452.00
	VPSO	956.49	4,200.00	8,400.00	12,600.00
	OLD CITY HALL	1,046.52	4,979.00	-	4,979.00
	COMMUNITY/CITY HALL	40,844.74	122,766.70	9,800.00	132,566.70
	TRIBAL HOUSE	6,564.11	33,158.00	-	33,158.00
	OUTSIDE BATHROOMS	2,255.24	5,958.00	1,907.28	7,865.28
	CARVING CENTER	3,817.91	16,325.00	(592.40)	15,732.60
	PUBLIC SAFETY	475.92	6,896.53	147.74	7,044.27
	THHP DUPLEX	2,198.90	7,381.00	-	7,381.00
	AHFC DUPLEX	3,318.80	6,844.00	2,000.00	8,844.00
	INDEPENDENT TOURS	378.91	9,550.00	500.00	10,050.00
	SVFD	11,981.72	38,881.00	(574.40)	38,306.60
	<b>TOTAL EXPENSES</b>	<b>204,324.41</b>	<b>729,293.66</b>	<b>77,272.21</b>	<b>806,565.88</b>
	<b>** Net Profit (Loss)</b>	<b>219,513.05</b>	<b>(0.00)</b>	<b>-</b>	<b>(0.00)</b>

Account #	Account Description	FY23 YTD Actual	FY23 Original	FY23 Modification	FY23 FINAL
<b>Revenue:</b>					
10.00.00.4201	Water Service Charges	(32,730.00)	(141,600.00)	-	(141,600.00)
10.00.00.4202	Sewer Service Charges	(29,601.00)	(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)
10.00.00.4208	W&S Installation Fees	(319.56)	-	(600.00)	(600.00)
10.00.00.4410	Interest Income	(6.60)	(40.00)	-	(40.00)
<b>* Total Revenue</b>		<b>(274,253.00)</b>	<b>(259,253.00)</b>	<b>(600.00)</b>	<b>(259,853.00)</b>
<b>Expenditures:</b>					
-----					
10.00.00.5001	Wages - Water & Sewer Operator	5,320.00	41,520.00	-	41,520.00
10.00.00.5005	PERS	-	9,134.40	(3,044.80)	6,089.60
10.00.00.5010	PayrollTaxes	460.18	3,591.48	-	3,591.48
10.00.00.5015	Insurance/Health/Life	-	16,511.36	(5,503.79)	11,007.58
10.00.00.5020	Workmen's Compensation	715.48	1,573.61	-	1,573.61
10.00.00.5201	Chemicals	1,583.02	20,000.00	-	20,000.00
10.00.00.5202	Water Testing Services	4,359.12	11,000.00	-	11,000.00
10.00.00.5203	Water Rights Service Fee	-	50.00	-	50.00
10.00.00.5204	Water TestingSupplies	-	250.00	-	250.00
10.00.00.5207	Water Plant Maintenance	777.60	6,000.00	-	6,000.00
10.00.00.5208	Booster Station Maint.	(75.03)	1,000.00	-	1,000.00
10.00.00.5211	Water System Maintenance	6,661.05	7,000.00	4,000.00	11,000.00
10.00.00.5213	Sewer System Maint.	-	5,329.38	-	5,329.38
	FY19 KGB Fees	-	73,366.56	-	73,366.56
10.00.00.5301	Office Supplies	128.10	1,000.00	-	1,000.00
10.00.00.5310	Postage	302.40	500.00	-	500.00
10.00.00.5313	Bank Charges	1,444.89	5,500.00	-	5,500.00
10.00.00.5345	Senior Exempt Service	-	1,512.00	-	1,512.00
10.00.00.5460	Computer Support	-	500.00	-	500.00
10.00.00.5510	Utilities	1,408.97	4,500.00	-	4,500.00
10.00.00.5511	Electricity-Booster Station	185.46	750.00	-	750.00
10.00.00.5515	Telephone	885.00	5,182.20	240.00	5,422.20
10.00.00.5520	Oil	-	750.00	-	750.00
10.00.00.5530	Operating Supplies	247.44	2,500.00	-	2,500.00
10.00.00.5551	Furnace Maintenance	-	700.00	-	700.00
10.00.00.5610	Property/Contents Insurance	125.44	375.00	-	375.00
10.00.00.5611	Ins./PropertyWater Storage	147.48	441.00	-	441.00
10.00.00.5612	Ins./PropertyWater Treatment	1,279.32	3,825.00	-	3,825.00
10.00.00.5613	Ins. Property-New Water Plant	3,127.84	9,352.00	-	9,352.00
10.00.00.5630	GeneralLiability Insurance	437.24	1,300.00	-	1,300.00
10.00.00.5702	Licenses/Permits	-	1,000.00	-	1,000.00
10.00.00.5740	Dues/Fees	-	750.00	-	750.00
10.00.00.5801	Accounting/Audit	-	17,000.00	(4,500.00)	12,500.00
10.00.00.5825	Contracted Services	-	500.00	-	500.00
10.00.00.6040	Registration	-	450.00	-	450.00
10.00.00.7071	Truck Expense - Chevy	1,153.94	2,500.00	-	2,500.00
10.00.00.7073	Truck Insurance - Chevy	346.32	1,039.00	-	1,039.00
10.00.00.7074	Truck Maintenance - Chevy	92.62	1,000.00	-	1,000.00
	General Fixed Assets	2,633.06	-	2,633.06	2,633.06
10.00.00.7801	Maintenance Reserves/Depreciation	-	-	6,775.52	6,775.52
<b>* Total Expenses</b>		<b>274,253.00</b>	<b>259,253.00</b>	<b>600.00</b>	<b>259,853.00</b>
<b>** Net Profit (Loss)</b>		<b>(0.00)</b>	<b>(0.00)</b>	<b>(0.00)</b>	<b>0.00</b>



# KETCHIKAN GATEWAY BOROUGH

## *Lobbying Executive Committee*

September 27, 2022

Assembly Chambers, White Cliff

### Call to Order

The meeting was called to order by Mayor Dial at 12:00 p.m. Members present were:

#### Ketchikan Gateway Borough

Mayor Dial

Assembly Member Bynum

Manager Duran

Clerk Paxton

#### City of Ketchikan

Mayor Kiffer

Council Member Flora

Interim Manager Simpson

#### City of Saxman

Administrator/Clerk Richmond

Absent: City of Saxman Mayor Seludo

Lobbyist Ray Matiashowski participated telephonically.

### Citizen Comments

There were no citizen comments provided.

### New Business

#### Review and Prioritization of FY 2024 Community of Ketchikan Policy Issue Statements

Mayor Dial read the list of prioritized Borough policy issues adopted through Resolution 2954, and requested the committee to approve the list as community priorities.

M/S KIFFER/BYNUM to approve the list of policy issues:

1. Encouraging the State to Transfer Ownership of Green Spaces Inside Unfinished State Subdivisions to Facilitate the Development of Residential Property in the Borough
2. Opposing Actions by the State of Alaska to Shift the Costs of its Constitutional Obligation to Maintain a System of Public Schools Open to all Children of the State:
  - a. Opposing any legislation which would increase the burden on PERS and TRS employers beyond the current employer contribution limits of 22 percent for PERS and 12.56 percent for TRS, including reducing on-behalf rates, imposition

- of termination study costs, and efforts to shift more of the net pension liability for PERS or TRS onto municipalities.
- b. Opposing the Required Local Contribution, which unfairly saddles some residents of the State with a requirement to fund a State obligation, and which selective imposition has no rational basis in law, and opposing any effort by the State to increase the RLC.
  - c. Applauding the FY 2023 retroactive payment of School Bond Debt Reimbursement (SBDR) withheld from the municipalities during the moratorium on the program enacted in AS 14.11.100(s), and supporting efforts to return SBDR to pre-moratorium levels.
  - d. Opposing any effort by the State to shift its responsibilities for education to municipalities by reducing the base student allocation, the method of calculation of average daily membership (ADM), or the multipliers set forth in the public school funding formula contained in AS 14.17.410, et seq.
3. Encourage Continuance of the Current Arrangement for Sharing of the State excise tax on Commercial Passenger Vessels.
  4. Urging Continuance of Funding for the Alaska Marine Highway System (AMHS).

MOTION DECLARED CARRIED BY UNANIMOUS CONSENT

Review and Prioritization of FY 2024 Community of Ketchikan Capital Project Priorities for Submission to the Governor's Office

Mayor Dial announced the top capital project as adopted by each municipality and suggested they be considered as the list of community priority projects. Interim Manager Simpson requested that the City of Ketchikan top priority be amended to reflect the Water Street Sewer Force Main and Gravity Force Main Rehabilitation project. There was no objection.

M/S FLORA/DURAN to approve the Community of Ketchikan capital project priorities as:

- |    |   |              |
|----|---|--------------|
| 1. | Ketchikan International Airport Expansion and Improvements          | \$35,000,000 |
| 2. | Water Street Sewer Force Main and Gravity Force Main Rehabilitation | \$4,100,000  |
| 3. | Saxman Fire Truck and Apparatus                                     | \$1,500,000  |

MOTION DECLARED CARRIED VIA UNANIMOUS CONSENT

## Other Lobbying Activities and Topics of Mutual Concern

Lobbyist Matiashowski said the next Legislative session would be a fresh start with many new legislators expected to be in office. Member Flora asked what could be done differently to improve receipt of capital funding. Lobbyist Matiashowski said the Ketchikan prioritization process was positive and suggested no changes to the advocacy efforts. He reported that there were two large port projects in the northern part of the state the prior year, and he was hopeful for a more proportional share of funding for Ketchikan this year.

## **Committee Member Comments**

Administrator Richmond was thankful for the process that kept Saxman part of the community of Ketchikan.

Mayor Dial relayed that Senator Stedman and Representative Ortiz had both commented the next budget cycle would be difficult due to loss in the permanent fund, inflation and supply chain issues, and capital needs for West Coast Alaska following the recent storm. He added that there may be a need to fight for school bond debt reimbursement.

Mayor Kiffer suggested that advocacy efforts remind the State that Ketchikan's top priority is actually a State facility that is operated and maintained locally.

Member Bynum thanked the governing bodies for having projects prepared for the committee.

Interim Manager Simpson reported that incoming City Manager Walsh would take office October 1.

*Clerk note: The timeline and process for projects to be submitted to the Governor and Legislature are:*

- *Recommendations of committee to be forwarded to respective governing bodies;*
- *First respective meetings in October – Municipal governing bodies approve community capital project priority list;*
- *By third week October – Borough Clerk's office submits capital priority project list to Governor with letter signed by three mayors;*
- *November/December – Staff enters all capital projects into the Legislature's Online Capital Project System (CAPSIS).*

## **Adjourn**

The meeting adjourned at 12:13 p.m.

Introduced on: \_\_/\_\_/2022  
 Public Hearing Date: \_\_/\_\_/2022  
 Adopted on: \_\_/\_\_/2022

CITY OF SAXMAN, ALASKA  
 ORDINANCE# 22-\_\_

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAXMAN  
 AMENDING CITY OF SAXMAN CODE CHAPTER 8.05 NUISANCES:  
 ADOPTING A NEW SECTION 8.05.030 - PROPERTY NUISANCE; ADOPTING A NEW  
 SECTION 8.05.040 - VACANT BUILDINGS AND ABANDONED REAL PROPERTY  
 REGISTRY; ADOPTING A NEW SECTION 8.15.050 - NUISANCE AND ABATEMENT  
 ENFORCEMENT; AND, PROVIDING FOR EFFECTIVE DATE.**

Whereas, the Saxman City Council finds that accumulation of objects, debris, and other materials in yards within the City of Saxman creates visual blight which is damaging to property values, injurious to tourism and other economic development and constitutes a public nuisance; and,

Whereas, the Saxman City Council finds that it is in the best interests of the City of Saxman and its residents to take steps to reduce or prevent the maintenance of property in a nuisance condition; and,

Whereas, the Saxman City Council finds that unmonitored or unsecured vacant buildings and abandoned real property poses a public safety and security risk from the potential for vandalism, fires, deterioration and unpermitted entry; and,

Whereas, the Saxman City Council finds that neighbors aware of an undesirable condition or adverse development at a vacant or abandoned building often lack an effective means of contacting the owner or person responsible for the vacant or abandoned building; and,

Whereas, the Saxman City Council finds that it is in the best interests of the City of Saxman and its residents to take steps to ensure that vacant or abandoned buildings are properly secured and monitored to reduce the risk of vandalism, unauthorized entry or other public safety risks; and,

Whereas, the Saxman City Council finds that the current provisions of the City of Saxman Code do not adequately address nuisance situations created when a property sits vacant or when the accumulation of objects or materials in a yard creates visual blight and a nuisance condition.

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

Section 1: This ordinance is of permanent nature and shall become a part of the City of Saxman Code of Ordinances.

Section 2: That a new section 8.05.030, Property Nuisance, of the City of Saxman Code of Ordinances is enacted to read as follows:

**08.05.030 Property Nuisance**

(a) The City of Saxman declares that the following constitute a nuisance:

*Public nuisance* means any act or condition forbidden by any provision of this chapter and any act or condition that annoys, injures or endangers the safety, health, comfort or repose of the public. Public nuisance includes, but is not limited to the conditions described in subsection c of this section.

(b) No person shall allow, maintain or permit a public nuisance to exist or allow, maintain or permit recurrence of a public nuisance. Such existence, allowance, maintenance, permitting or recurrence of a public nuisance is a violation of this chapter.

(c) Public nuisances include, but are not limited, to the following acts and conditions:

(1) *Abandoned real property and vacant buildings.* Vacant buildings and abandoned real property, except those that have been registered and meet all requirements of Saxman Code Section 8.05.040.

(2) *Attractive nuisances.* Attractive nuisances dangerous to children in the form of abandoned or broken equipment, hazardous pools or ponds or excavations, neglected machinery or abandoned refrigerators, freezers, or other major appliances.

(3) *Unightly premises.* Property including but not limited to building exteriors maintained in such condition as to become so defective or unsightly or in such condition of deterioration or disrepair that the property causes appreciable diminution of the property values of surrounding property or is materially detrimental to proximal properties and improvements. This includes but is not limited to the keeping or disposing of or the scattering over the property or premises of any waste, lumber, or unused objects of equipment such as automobiles, furniture, stoves, refrigerators, freezers, cans or containers; stagnant water or excavations; or, any device, decoration, design, fence, structure, clothesline or vegetation that is unsightly by reason of its condition or its inappropriate location.

(4) *Disposition and handling of solid or liquid waste.* For purposes of this section “solid waste” means garbage, litter, refuse, rubbish and other unwanted or discarded matter with insufficient liquid content to be free-flowing.

The following are public nuisances:

(i) The burning of solid or liquid waste, or the emission from any stack or chimney of any smoke, soot, particulate or gaseous matter in a manner that is noxious, harmful or abnormally bothersome to the public.

(ii) Discarding or placing any solid or liquid waste upon public property not set aside by law as a refuse disposal site or sanitary fill.

(iii) Discarding, placing or maintaining any junk or salvage upon any private property that is not an authorized junk or salvage yard in accordance with applicable federal, state and local law. The owner, lessee, agent or occupant of any private property not maintained as a junk or salvage yard in accordance with applicable federal, state and local law, shall not allow nor permit any junk or salvage to remain on the property, nor fail to maintain the property free of wastes, in a manner approved by the department.

(iv) Storage of garbage except in tightly covered, washable refuse containers or sealed garbage bags, or in the case of solid waste that can be further categorized as junk or salvage, storage in an unsecured manner. Containers shall be kept in a clean and sanitary condition by the owner.

(v) Storage or maintenance of refuse containers, excluding dumpsters, in front or side yards visible from public streets or alleys for unreasonable periods, seven days being prima facie evidence of an unreasonable period.

(vi) Storage or maintenance of packing boxes, junk or waste in front or side yards visible from public streets for unreasonable periods, seven days being prima facie evidence of an unreasonable period.

Section 3: That a new section 8.05.040, Vacant Buildings and Abandoned Real Property Registry, of the City of Saxman Code of Ordinances is enacted to read as follows:

**8.05.040 Vacant Buildings and Abandoned Real Property Registry**

(a) *Definitions.* For purposes of this section, the following words, terms and phrases shall have the meanings ascribed to them in this section unless the context clearly indicates a different meaning.

(1) “Abandoned Real Property” means real property that has been abandoned by all of its lawful owners.

(2) “Vacant Building” means a structure designed for residential or commercial use that has not been lawfully used for residential or commercial purposes for 180 days. Vacant does not include:

(i) vacation properties;

(ii) structures used only on a seasonal basis;

(iii) a building which has been vacant for less than 365 days, if the building has been continuously offered in good faith for sale, lease or rent since the 181st day it most recently ceased to be used for lawful residential or commercial purposes; or,

(iv) buildings for which there is:

(A) a valid current building permit or zoning permit for repair, rehabilitation, construction or demolition;

(B) such permitted repair, rehabilitation, construction or demolition is actively underway, and,

(C) such repair, rehabilitation, construction or demolition is completed within one year of the permit being issued.

(b) *Duty to register.* The owner of a vacant building or owner of an abandoned real property not registered pursuant to this section must file a complete registration statement within 30 days of the building becoming vacant or abandoned.

(c) *Contents of registration.* Registration statements shall be submitted in a manner and on a form prescribed by the City Administrator, and shall include:

(1) For each owner of the building, or abandoning owner of the real property, the owner's:

- (i) name,
- (ii) street address,
- (iii) mailing address,
- (iv) phone number,
- (v) facsimile number, if any,
- (vi) email address, and,

(vii) if the owner of a vacant building being registered is not also the owner of the real property upon which the building is situated, then include the same information listed above for the owner of the real property.

(2) For each agent authorized to act on an owner's behalf for the real property or building, the agent's:

- (i) name,
- (ii) street address,
- (iii) mailing address,
- (iv) phone number,
- (v) facsimile number, if any,
- (vi) email address,

(vii) the real property or building's street address, if any, and the tax parcel identification number of the real property or real property upon which the building is located, and,

(viii) an identification, by type and coverage levels, of any insurance policies covering the building or real property.

(3) For vacant buildings:

- (i) the period of time the building is expected to remain vacant,
- (ii) the current plan, with timetable, for returning the building to appropriate occupancy or for demolition, and,

(iii) for abandoned real property, a sworn statement from each owner that each abandoning owner has abandoned the real property to the municipality, together with an acknowledgment that abandonment of real property does not relieve any owner of any lawful liability, responsibility or obligation.

(d) *Annual fees.* The owner of a vacant building, and the former owner of an abandoned real property, shall pay an annual registration fee, which shall be deposited into the municipality's nuisance property abatement fund. Annual registration fees shall be as follows:

- (1) \$100.00 for the first year,
- (2) \$500.00 for the second year,
- (3) \$1,000.00 for the third year, and,

(4) \$0.10 per the building's total gross floor area with a minimum of \$1,000.00 for the fourth and each subsequent year the property remains registered.

(e) *Obligation to update registration.* An owner shall notify the City Administrator within 30 days, of any change in the information provided in the registration statement by filing an updated registration statement. There shall be no fee associated with the filing of an updated registration statement.

(f) *Duty to sign.* No later than 31 days after a building becomes vacant or abandoned, the owner of the vacant or abandoned building, other than a residential property for which the City Administrator has waived in whole the requirements of subsection (g)(1), shall post a weather-proof and durable sign in a format approved by the City Administrator indicating:

(1) name, mailing address, telephone number, and email address of the owner or abandoning owner,

(2) name, mailing address, telephone number, and email address of any agent authorized to act for the owner or abandoning owner with respect to the property, or to accept notice or service of process related to the property,

(3) stating that "No Trespassing" is permitted,

(4) the sign of which is no smaller than 8.5 inches by 11 inches, and,

(5) the sign to be placed at each entrance or former entrance to a vacant or abandoned building, unless obscured by fencing or other barrier, in which case a sign shall be conspicuously placed on each side of the fence or other barrier visible from a public street or sidewalk.

(g) *Duty to secure.* Vacant and abandoned buildings shall be secured so as to prevent ingress or egress, except by persons authorized by an owner, as follows:

(1) All doors, windows, and other openings shall be closed, weather-tight, and secured against entry by animals and trespassers by means of plywood or commercial grade steel.

(2) The City Administrator may waive the requirements of section (g)(1), in whole or in part, for a door or window where the door or window is in good repair, can be closed and secured, is weather-tight, and is sufficient to prevent ingress or egress in the absence of a covering.

(3) The City Administrator may order the grounds on which the vacant or abandoned building is situated or to be fenced, using materials and of a perimeter deemed sufficient by the City Administrator, in order to prevent further unlawful activity, where the City Administrator determines there is good cause to believe:

(i) that a vacant or abandoned building has not, by means specified in subsection (g)(1), been sufficiently secured against unauthorized ingress or egress, or,

(ii) that the building or real property is the site of repeated unlawful activity.

(h) *Duty to maintain.*

(1) The real property where a vacant or abandoned building is situated shall be kept clean, sanitary and free from waste, trash, rubbish, debris, and excessive vegetation.

(2) Vacant and abandoned buildings shall:

(i) be kept in a condition that is structurally safe,

(ii) be kept clean, sanitary, and free from waste, trash, rubbish, debris, and animals,

(iii) be appropriately winterized,

(iv) be kept free of graffiti, tagging, or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior of the structure, and,

(v) be kept free of unauthorized signs and posters.

(3) Adherence to this section does not relieve any person of any valid obligation set forth in any covenant, condition, restriction or homeowners' association rule or regulation, or any other requirement of this code that applies to the property.

(i) *Removal from registry.* The owner of a registered vacant or abandoned real property or building, or the agent of the owner, may apply to remove the registered real property or building from the registry if the real property or building is no longer vacant or abandoned. Application for removal from the registry shall be accompanied by corroborating documentation that the real property or building is no longer vacant or abandoned. The City Administrator shall approve or deny the application within 30 days. If denied, the City Administrator shall describe the reasons in a written decision. A denial of an application for removal from the registry may be appealed to the Superior Court for the State of Alaska at Ketchikan.

(j) *Government buildings.* The City Administrator may send a courtesy notice to a federal, state or local government agency advising if a building fails to satisfy the duties to sign, secure and maintain the building in accordance with this section.

(k) *Liens.* Unpaid registration fees, delinquent fines imposed for violations of this section, and costs incurred by the City of Saxman for enforcement and work performed to achieve compliance with this section become a lien upon the real property upon which the building or structure is or was located. The City Administrator shall cause to be recorded a claim of lien at the Ketchikan District Recorder's Office. The lien placed shall meet all Alaska Statutes and municipal codes, and may be foreclosed upon in accordance with AS 09.45.170 through 09.45.220 or similar statutes in substitution thereof.

Section 4: That a new Section 8.05.050, Nuisance Abatement and Enforcement, of the City of Saxman Code of Ordinances is enacted to read as follows:

**8.05.050 Nuisance Abatement and Enforcement**

(a) For purposes of public nuisance abatement, a responsible person means the record owner of the property and any tenant or person occupying the property with permission of the owner.

(b) In addition to all other lawful procedures, enforcement officers are authorized to serve notice of violation on a responsible person for conditions on real property violating the provisions of this chapter by delivering a citation to the responsible person directly or by posting in a secure manner to the property or residence where the violation occurred, or other methods allowed by statute. The citation, among other things, shall indicate briefly the charge, the name of the responsible person, and shall direct the responsible person to present the citation at the City Administrator's office or other designated place within five days or such other reasonable time as may be specified by the Saxman Code of Ordinances for the presentation of fines, or if the responsible person wishes to contest the citation, to submit a request for appeal to the City Administrator at the place and time indicated on the citation or in accordance with the Saxman Code of Ordinances.

The City Administrator may require that the Village Public Safety Officer use citation forms furnished by the Finance Department and that such citations be serially numbered, and may regulate the use and handling of citations tags.

(c) The City Administrator may enforce provisions of this chapter by injunctive relief. Any property or structure maintained as a public nuisance in violation of this chapter shall be declared to be unlawful, and the City Administrator may issue a notice and order directed to the record owner of the building, any tenant or other person responsible for the violation, directing the abatement of the nuisance. A person who neglects or refuses to abate the nuisance upon order of the City Administrator or designee is guilty of a violation, which violation is punishable by a fine of up to \$300.00 for each day of violation. In addition to the penalties set out in this Chapter and Saxman Code of Ordinances, Chapter 1.25, the court may assess damages against the defendant for the expenses of abating the nuisance, including full attorney fees.

(d) If the owner or responsible person fails to abate the nuisance within 30 days, the City Administrator may commence an action in the manner provided by law and shall apply to such court or courts as may have jurisdiction for injunctive relief to abate the nuisance. The City may obtain an order compelling the owner or other responsible person to abate the nuisance, and

may obtain an order permitting the City to abate the nuisance at the owner's expense and to record a lien for the costs of abatement, including the full costs and attorney fees incurred by the City in obtaining injunctive relief to abate the nuisance. All remedies provided for herein shall be cumulative and not exclusive.

Section 5. Severability. If any provision or section of this ordinance, or the application thereof to any person or circumstances is held invalid, the each of the remaining sections and the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

*Effective Date:* This ordinance takes effect upon adoption. This ordinance will cease to be effective 60 days after adoption in accordance with Saxman Code of Ordinances, 1.20.050.

PASSED AND APPROVED by the Saxman City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF SAXMAN

By: \_\_\_\_\_  
Frank Seludo, Mayor

ATTEST:

By: \_\_\_\_\_  
Lori Richmond, Clerk

**VOTES:**

Ayes:

Noes:

Absent: