



City and Borough of Wrangell
Borough Assembly Meeting
AGENDA

Tuesday, June 23, 2020
6:00 PM

Location: Teleconference

Resolution No. 03-20-1520 allows for the temporary suspension of in-person Assembly Meetings and allows for teleconference meetings, due to COVID-19, until October 17, 2020 unless terminated before that date.

Teleconference Information for anyone wishing to call into the meeting and speak under Persons to be Heard

If you wish to call into the meeting to speak under Persons to be Heard, please contact the Borough Clerk at 907-874-2381 or email: clerk@wrangell.com **no later than Tuesday, June 9th at 4:00 p.m.** so that you can be added to the Sign-Up sheet.

You will be called in the order that your request is received.

Please note that KSTK is still broadcasting the Borough Assembly meetings. Therefore, if you wish only to listen in, you may do so by tuning into KTSK!

To Join by Computer:

<https://zoom.us/j/9078742381?pwd=MTNqSEdncjRyakh2UCtMVUNxMndYUT09>

And Enter the Meeting ID: 907 874 2381

Then Enter Password: 99929

OR

To use your phone, call one of the following numbers:

+1 669 900 9128 US

+1 346 248 7799 US

+1 301 715 8592 US

+1 312 626 6799 US

+1 646 558 8656 US

+1 253 215 8782 US

And enter the Meeting ID: 907 874 2381

Then enter the Password: 99929

1. CALL TO ORDER

- a. PLEDGE OF ALLEGIANCE led by Assembly Member David Powell
- b. CEREMONIAL MATTERS - None.

2. ROLL CALL

3. PERSONS TO BE HEARD

4. AMENDMENTS TO THE AGENDA

5. CONFLICT OF INTEREST

6. CONSENT AGENDA

- [a.](#) MOTION ONLY - Consent Agenda
- [b.](#) Minutes from the June 2 - 4, 2020 Special Emergency Assembly Meeting
- [c.](#) Minutes from the June 9, 2020 Regular Assembly Meeting
- [d.](#) Minutes from the June 16, 2020 Special Assembly Meeting
- [e.](#) CORRESPONDENCE: School Board Action from June 8, 2020 Special Meeting
- [f.](#) CORRESPONDENCE: School Board Action from June 15, 2020 Regular Meeting

7. BOROUGH MANAGER'S REPORT

- a. COVID-19 Update (Verbal at Meeting)
- [b.](#) Parks and Recreation Department Report
- [c.](#) Economic Development Department Report
- [d.](#) Wrangell Fire Department Report
- [e.](#) Alaska Permanent Capital Management May 2020 Statement
- [f.](#) Outstanding Accounts Receivable (Bad Debt) Report

8. BOROUGH CLERK'S FILE

- [a.](#) Borough Clerk's Report

9. MAYOR AND ASSEMBLY BUSINESS

10. MAYOR AND ASSEMBLY APPOINTMENTS - None.

11. PUBLIC HEARING - None.

12. UNFINISHED BUSINESS - None.

13. NEW BUSINESS

- [a.](#) **RESOLUTION No. 06-20-1530** OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADOPTING THE BUDGET FOR ALL FUNDS OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, FOR THE FISCAL YEAR 2020-2021
- [b.](#) **RESOLUTION No. 06-20-1531** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2020 BUDGET IN THE GENERAL FUND BY ACCEPTING DONATIONS FOR DIGITIZING WRANGELL NEWSPAPERS IN THE AMOUNT OF \$1,025 AND AUTHORIZING ITS EXPENDITURE
- [c.](#) **RESOLUTION No. 06-20-1532** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2020 BUDGET IN THE CARES ACT GRANT FUND BY ACCEPTING A PUBLIC SAFETY CARES ACT GRANT IN THE AMOUNT OF \$20,557.84
- [d.](#) **ORDINANCE No. 979** OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE WITHDRAWAL FROM THE PORT AUTHORITY KNOWN AS THE "INTER-ISLAND FERRY AUTHORITY" AND CALLING A REFERENDUM ON THE PROPOSITION TO WITHDRAW FROM SAID PORT AUTHORITY
- [e.](#) Approval of the Employee Health Insurance Renewal for Plan Year 2020-2021

- [f.](#) Approval of Property & Liability Insurance Policy Renewal for Plan Year 2020-2021
- [g.](#) Approval of the Wrangell Convention and Visitor Bureau COVID-19 Marketing Assistance Funding Request in the Amount of \$146,516
- [h.](#) Approval the Economic Development Committee COVID-19 Business Assistance Funding Requests in the Amount of \$515,000
- [i.](#) Approval of City & Borough Tidelands Annual 2020 Five-Year Reassessments
- [j.](#) **RESOLUTION No. 06-20-1533** OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2020 BUDGET IN THE HARBOR AND CIP FUNDS BY TRANSFERRING \$29,414 FROM THE HARBOR FUND RESERVES TO THE CIP FUND FOR THE SHOEMAKER BAY HARBOR REPLACEMENT PROJECT AND AUTHORIZING ITS EXPENDITURE
- [k.](#) Approval of Amendment No. 1 to the Professional Services Agreement with PND Engineers in the Amount of \$29,414 for the Shoemaker Bay Harbor Replacement Project
- [l.](#) Approval of a Professional Services Agreement with Shannon & Wilson for the Reservoir Bypass Engineering Design in the Amount of \$210,063
- [m.](#) Approval of a Professional Services Agreement with R&M Engineering - Ketchikan for Land Development Survey Services in the Amount of \$154,775
- [n.](#) Approval to Accept the Resignation of Assembly Member, Mya DeLong from the Borough Assembly

14. ATTORNEY'S FILE – Available for Assembly review in the Borough Clerk's office

15. EXECUTIVE SESSION – None.

16. ADJOURNMENT

CITY & BOROUGH OF WRANGELL, ALASKA**Consent Agenda MOTION*****Move to approve the Consent Agenda as submitted.*****SUBMITTED BY:**

Kim Lane, Borough Clerk

INFORMATION:

Consent agenda. Items listed on the consent agenda or marked with an asterisk (*) are considered routine and will be passed in one motion; provided, upon the request of any member, the manager, or the clerk, an item on the consent agenda shall be removed from the consent agenda and placed under New Business for assembly action.

**Minutes of Special Emergency Assembly Meeting
Held on June 2, 2020**

Mayor Stephen Prysunka called the Special Emergency Assembly meeting to order at 5:30 p.m., June 2, 2020, held by Zoom Teleconference.

PRESENT: PRYSUNKA, GILBERT, DELONG, POWELL, MORRISON

ABSENT: DECKER

Borough Manager Von Bargaen and Borough Clerk Lane were also in attendance.

CONFLICT OF INTEREST – None.

PERSONS TO BE HEARD

Clerk Lane read a statement from *Penny Allen, resident* that spoke in opposition to the proposed Ordinance; suggested postponing action on this Ordinance to allow for more public input.

ITEM(s) OF BUSINESS

5a EMERGENCY ORDINANCE No. 978 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ORDERING PEOPLE TO QUARANTINE FOR 14 (FOURTEEN) DAYS WHEN TRAVELING INTO THE CITY AND BOROUGH OF WRANGELL FROM ANOTHER STATE OR COUNTRY UNLESS PROOF OF NEGATIVE COVID-19 TEST WITHIN 72 HOURS IS PROVIDED TO THE CITY AND BOROUGH OF WRANGELL

M/S: Gilbert/Morrison to Approve Ordinance NO. 978.

Von Bargaen explained the background for bringing this Ordinance forward; State was considering contracting with SEARHC to perform testing at the airport if traveler had not received a test upon arrival (airport); enforcement was not something that would be taking place if a traveler did not want to be tested upon arrival (airport); emergency meeting requested to include Commissioner Crum and Dr. Zink to make sure that everything was in place when the new restrictions came into play; did not receive a response.

Von Bargaen further stated that Sitka was hiring up to twelve greeters to meet travelers at the airport; we are at the mercy of testing policies in other states; this ordinance is an effort to be preemptive; this ordinance requires that they quarantine for 14 days if testing is not available at the airport, or in the origin that the traveler is coming from, or if they simply did not get tested before traveling.

Prysunka reported that the State is not communicating with the communities; tourists are not required to quarantine; the State's plan is poorly thought out; State COVID-19 positive numbers are going up and the State is saying that it's expected; this ordinance is mandating that people have the test or quarantine for 14 days.

Lane read the emailed statement that Decker had request be read to the assembly on the following:

- Effective Date; requested shortening to July 1st
- Define “approved plan”
- Clarification on if a person traveled to a community that did not have a quarantine (less than 14 days) and then traveled to Wrangell?
- Requested postponing action until Thursday to allow for more public comment

Powell stated that he believed that we had no “teeth”, even with this Ordinance.

Powell questioned that if someone was coming from another community that did not test unless you had symptoms, that we were not testing asymptomatic people either.

Prysunka stated that the test would be sent out to the University of Washington; would be a delay in getting the test results; rapid abbot testing is limited and is the best line of defense for checking various people quickly in town.

Morrison stated that it appeared that this ordinance was similar to what the State was saying except that it said “must quarantine” if not tested prior to travel.

Gilbert stated that this ordinance illustrates our position when travelers enter our community; if there is a major outbreak, there may be other ordinances that have to be put in place; erroring on the side of caution is a good thing.

Prysunka stated that he believed that the State’s plan was rushed and not well thought out; State was not reaching out to communities for their suggestions and input.

Von Bargaen stated that although SEARHC is not currently testing asymptomatic people, they will test those coming into the community because the State is mandating the testing.

M/S: Powell/Delong moved to postpone this item until Thursday to allow for more community input.

Von Bargaen asked the Assembly if they would like the Ordinance to come back to them with the following amendments:

- Amend Section 3 to be in conformance with the States Mandates for Critical Workforce Infrastructure
- Amend Section 4 to put the Sunset date at July 1

The Assembly had no objections to the amendments being made.

Gilbert expressed concern that if the Assembly postponed action and adopted the Ordinance on Thursday, would only be giving a little over 24 hours for it to go into effect.

Powell asked that we put together something that would show what the State was asking

and what the Ordinance was asking so that people could see that it was similar.

Von Barga said that yes, we could put something together.

Motion approved unanimously by polled vote.

M/S: DeLong/Powell moved to recess this meeting until Thursday at 5:30 p.m. Motion approved unanimously by polled vote.

Special Assembly meeting recessed at 6:25 p.m.

Mayor Stephen Prysunka **reconvened** the Special Emergency Assembly meeting at **5:30 p.m., June 4, 2020**, held by Zoom Teleconference.

PRESENT: PRYSUNKA, GILBERT, DELONG, MORRISON

ABSENT: DECKER, POWELL

Borough Manager Von Barga and Borough Clerk Lane were also in attendance.

PERSONS TO BE HEARD

Bruce Jessop, resident spoke in favor of proposed Ordinance No. 978.

Brennon Eagle, fisherman spoke in opposition of the proposed Ordinance No. 978.

Mayor Prysunka called for a recess at 5:37 p.m.

Meeting was called back into order at 5:45 p.m.

Clerk Lane read emailed statements in opposition of the proposed Ordinance No. 978 from the following persons:

- ***Michael T. Lockabey***
- ***Michael L. Lockabey***
- ***Mike and Lydia Matney, Wrangell Extended Stay Trading Post***
- ***Penny Allen***
- ***Rick and Dori Matney***
- ***Leslie Cummings DBA Grand View B&B***
- ***Chris Guggenbickler***
- ***Teniy & Lysie Morelli, Night N Gale Charters, MorePowers Construction***
- ***John and Brenda Yeager, Alaska Charters & Adventures, LLC***
- ***Dale Parkinson***
- ***William Beppu***
- ***Dora Voltz***
- ***Ron Johnson***
- ***Patrick Freeman***

Lane also read the following emailed statement from the following person, that spoke in favor of the proposed Ordinance No. 978:

- ***Maria Byford***

Prysunka read the motion on the floor: ***Motion to approve Emergency Ordinance No. 978.***

Von Barga reported that on June 3rd, the State issued a revision to Health Mandate 10, requiring a 14-day quarantine if a person traveling interstate had not been tested 72-hours with a negative result before travel or if they refuse to test upon entry into Alaska. Von Barga also stated that the new mandate allows for an alternative to the 14-day quarantine by allowing people to test prior to coming into Alaska or to test when they arrive in Alaska.

Prysunka addressed the topic of “timing”, since that had been a reoccurring theme from individuals, and why this was brought forward as an Emergency Ordinance; had received notice of the new “opening” from the State on Friday; we had no idea on how this would be implemented; we sent email to State and received no response; the email asked for clarification on how testing would be done, who would be paying for testing, if contractors would be coming to town to do the testing; told by State repeatedly, to just reach out to the and every time we do, we receive no response.

Prysunka stated that the State enacted (with Mandate 10.1) the 14-day quarantine for people who either had not been tested or refuse to get tested upon entry from another State. Prysunka stated that upon reaching out to SEARHC, they had stated that they were not sure if they could meet the needs of the testing; also that they had just received their new machine and didn’t have the tests for it and that the abbot rapid test was not good for testing asymptomatic people.

Prysunka also stated that if someone with COVID comes into the community and infects people in our community, that would be an economic threat; if that happens, the State could come in and shut us down; we have until midnight Friday, to get the testing set up at the airport.

Prysunka stated that he was also thinking about the community and the businesses; was a fair request to have postponed on Tuesday to allow for more public input.

DeLong thanked the community for submitting their public input.

M/S: DeLong/Morrison to postpone Ordinance No. 978 indefinitely. Motion approved unanimously by polled vote.

Special Emergency Assembly meeting adjourned at 6:21 p.m.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Minutes of Regular Assembly Meeting

Held on June 9, 2020

Mayor Prysunka called the telephonically held Regular Assembly meeting to order at 6:00 p.m., June 9, 2020 by teleconference. The pledge was led by Assembly Member Gilbert and the roll was called.

PRESENT: POWELL, DECKER, GILBERT, PRYSUNKA, MORRISON

ABSENT: DELONG

Borough Manager Von Barga and Borough Clerk Lane were also in attendance by teleconference.

CEREMONIAL MATTERS – None.

PERSONS TO BE HEARD

Dr. Jayme Parker, Manager of the Alaska State Virology Lab in Fairbanks, AK provided a verbal report on testing and results; their lab does about half of the testing in Alaska; provides weekly reports that shows not just COVID results but all virus reports; helps to confirm results and is more concerned with false negative results if a patient is experiencing symptoms of the virus.

In response to Prysunka on what happens when someone tests positive and then tests negative, Dr. Parker stated that sometimes at the end of the disease cycle (end of infection), they could get positive results one day and then negative the next; not sure yet how long a person can transmit the disease.

Pastor Kem Haggard gave the invocation.

Erin Michaels, State Health Nurse for Wrangell/Petersburg reported on what happens when a patient test was positive; interviews are quite extensive; look at who the patient was around within the last two days, calling those persons “close contacts”; close contact would also be identified if they were around a person who tested positive for more than 10 minutes or if the person who tested positive, coughed on a person, or if the close contact is an “at risk” person. Ms. Michaels stated that they also ask the positive tested person where they have been in the last 14 days to try and determine where they caught the virus from; brief interview is conducted with the close contacts and they are asked to quarantine 14 days from contact with the positive person; stays in contact with the positive tested person for 14 day.

Dr. Debbe Lancaster, Wrangell School Superintendent provided a brief update on what has been going on in the School District:

- Virtual prom
- Socially Distant graduation
- Smart start planning for August
- Budget to Actuals report for end-of-year showed that by trimming the spending, there will not be a need to withdraw from the “special” fund account

- School Leadership will be Jenn Miller-Yancy, Head Teacher and Assistant Principal for Evergreen Elementary School and Bob Davis will be the Head Teacher and Assistant Principal for Stikine Middle School and Wrangell High School.
- Welcoming three new staff members
- Welcome back picnic will be held in August, if permitted

Angie Flickinger, resident read a letter aloud, on systemic racism and police brutality.

AMENDMENTS TO THE AGENDA – None.

CONFLICT OF INTEREST

Gilbert declared a perceived Conflict of Interest to Item 13a (purchase of Primary School Doors and Hardware) since she is a school board member and lobbies for the school. Prysunka stated that he did not see any direct financial gain and therefore did not see a conflict. There were no objections from the Assembly.

CONSENT AGENDA

- Minutes of the May 26, 2020 Regular Assembly Meeting
- Minutes of the May 28, 2020 Special Assembly Meeting
- Minutes of the June 3, 2020 Special Assembly Meeting
- CORRESPONDENCE: School Board Minutes (2/24, 3/16 & 4/20/2020)
- CORRESPONDENCE: School Board Action from May 18, 2020

M/S: Gilbert/Morrison to approve the Consent Agenda, as presented. Motion approved unanimously by polled vote.

BOROUGH MANAGER'S REPORT

Von Barga provided updates on the following:

- Land Survey report sent to the Assembly this evening
- Advertising for Assistant Diesel Mechanic and the Harbor Admin position; should be hiring for those two positions very soon
- Police Department submitted a separate CARES act grant award for public safety and was awarded \$20,000
- Received first batch of CARES funding this week
- Received notification from CMS (Medicaid Services) that they will be doing an audit on the WMC Third quarter 2018
- Alternate COVID Isolation Site lease was finalized today; thank you to Mayor Prysunka for getting this done; will be leasing the Sourdough Lodge

BOROUGH CLERK'S FILE

Clerk Lane's report was provided.

MAYOR AND ASSEMBLY BUSINESS

Decker reported that the Economic Development Committee will be meeting tomorrow (Wednesday) to go over the applications from local businesses and non-profits for the funding items that were previously approved by the Assembly.

Prysunka gave a summary report on how it went with the COVID positive case; had been planning for this moment for the last two and a half months; believes that it went very well; a couple of things need to be streamlined but overall, it went really well; recognized Manager Von Bargaen, Jamie Roberts, Clerk Lane and Dorianne Sprehe; ability to work with our healthcare staff here in Wrangell is unique; businesses that chose to shut down was done by their choice; moving along in a positive direction.

Von Bargaen stated that Mayor Prysunka was here at a moments' notice and made sure that everyone that needed to be, was notified; fielded calls from several people; thanked the Mayor for all that he did.

Prysunka stated that he wanted to make sure that the community knows that we were not and will not be notified of who a COVID-19 positive patient is; that's the way it works and we are not told who it is.

MAYOR AND ASSEMBLY APPOINTMENTS

Appointment to fill the Vacancy on the Wrangell Borough Assembly

Clerk Lane stated that there had been two letters of interest received. One from Laura Ballou and the other from Ryan Howe. Lane then asked that each Assembly Member text her their choice for who they wanted to fill the Borough Assembly vacant seat and once the tally had been completed, reported to the Assembly that Ryan Howe had received a majority of the votes and through the Mayor, asked that an Assembly Member make a motion to appoint.

M/S: Gilbert/Decker to approve the appointment of Ryan Howe to the Wrangell Borough Assembly for the Unexpired Term ending October 2020.

PUBLIC HEARING – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

13a Approval of Bid received from Spenard Builders Supply in the Amount of \$32,250 for Primary School Doors and Hardware Procurement

M/S: Decker/Powell to approve a contract award to Spenard Builders Supply in the Amount of \$32,250 for the Primary School Doors and Hardware Procurement Project. Motion approved unanimously by polled vote.

13b RESOLUTION No 06-20-1529 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, LEVYING A GENERAL TAX FOR SCHOOL AND MUNICIPAL PURPOSES UPON ALL TAXABLE PROPERTY WITHIN THE BOROUGH FOR THE TAX YEAR 2020 PURSUANT TO WRANGELL MUNICIPAL CODE SECTION 5.04.010; PROVIDING FOR THE COLLECTION OF TAXES DUE IN 2020 AND PRESCRIBING PENALTIES AND INTEREST FOR DELINQUENT TAXES

M/S: Powell/Morrison to approve Resolution No. 06-20-1529.

Von Bargaen provided an administrative report to this item; no change to the mill levy (property taxes) this year.

Motion approved unanimously by polled vote.

13c Approval to Hold a Special Borough Assembly Meeting on Tuesday, June 16, 2020 at 5:30 p.m. for the FY21 Budget Public Hearing

M/S: Morrison/Gilbert to approve holding a Special Borough Assembly meeting on Tuesday, June 16, 2020 at 5:30 p.m. for the FY21 Budget Public Hearing.

Von Bargaen stated that we would have the American Cruise Ship Mitigation plan proposal on the Special Assembly meeting Agenda on June 16, 2020 as well.

Motion approved unanimously by polled vote.

ATTORNEY'S FILE

14 Available for Assembly review in the Borough Clerk's office.

EXECUTIVE SESSION – None.

Regular Assembly meeting adjourned at 7:21 p.m.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

**Minutes of Special Assembly Meeting
Held on June 16, 2020**

Mayor Stephen Prysunka called the Special Assembly meeting to order at 5:30 p.m., June 16, 2020, held by Zoom Teleconference.

PRESENT: PRYSUNKA, GILBERT, POWELL, MORRISON, DECKER, HOWE

ABSENT: DELONG

Borough Manager Von Barga and Borough Clerk Lane were also in attendance.

PERSONS TO BE HEARD

Cindy Sweat, KSTK Stikine River Radio read a letter that urged the city to continue to provide the \$8500 utility credit; stated that the \$8500 was not a cash payment to the station, but an in-kind utility credit.

Stephanie Cook, Wrangell Chamber of Commerce read a statement on behalf of the Chamber, asking the Assembly to consider all that the Chamber does for businesses and the community, when deciding on the funding to the Chamber.

Clerk Lane stated that she had received six (6) letters from community members for her to read out loud; Lane stated that she had emailed each person and explained that Persons to be Heard is the opportunity for them to call and read their letter or statement and have their voice heard by the Assembly; also, that the letters or statements had been forwarded to the Mayor and Borough Assembly and that the community members had been notified of this.

Powell and Morrison agreed that the letters should not be read and that the emails being forwarded to the Borough Assembly was sufficient.

Decker agreed however believed that it would be a good idea to move forward saying that community members should be responsible to read their own letters in the future; she voiced that the letters should be read for this meeting.

Prysunka stated that he would have the Clerk read all of the letters but that moving forward, we will not make that a normal practice of reading letters that are sent in unless the person has an extenuating circumstance that prevents them to call-in; will no longer be the Assembly's general practice to read all letters received by the Clerk; letters received are open for public inspection.

Clerk Lane read letters from the following individuals:

- ***Jim Leslie (on behalf of the Wrangell Chamber of Commerce)***
- ***Darian Burley (on behalf of the Wrangell Chamber of Commerce)***
- ***John Taylor (on behalf of the Wrangell Chamber of Commerce)***
- ***Brooke Leslie (on behalf of the Wrangell Chamber of Commerce)***
- ***Caitlin Cardinel (on behalf of the Wrangell Chamber of Commerce)***
- ***Aparyl Hutchinson (on behalf of the Wrangell Chamber of Commerce)***

CONFLICT OF INTEREST- None.

ITEM(s) OF BUSINESS:

5a Public Hearing: FY 2021 Budget

Mayor Prysunka declared the Public Hearing open and asked if there was an administrative report.

Prysunka instead requested some clarification to the public on the cuts to specific entities since there was considerable public comment to that.

Von Bargaen clarified for the public, that we are facing significant revenue difficulties for the FY2021 which include: sales tax revenue, program revenue, and operational revenue; expecting a 1.2 million dollar deficit; assembly requested that staff try and get to a zero deficit; the memo provided includes a significant number of suggested staff cuts through attrition and open positions that we are looking at not filling; departments cut where they believed they could cut.

Von Bargaen stated at with regard to the Persons to be Heard, in the memo provided, it outlines additional budget reduction considerations; a number of options are provided here; Community Service organizations include a total of \$47,000 to outside organizations; \$11,500 for the Senior Center, \$23,000 Wrangell Chamber of Commerce, \$8,500 in a utility credit for KSTK, and \$4000 for fireworks to the Wrangell Fire Department.

Von Bargaen also reported that additionally under budget reduction considerations that are currently not included in this budget is a potential employee wage freeze, reduction in health insurance premiums or reduction in health care coverage, or potentially looking at the closure of the Parks & Recreation Community Center.

Those potential cuts were considerations that Administration could look at if the Assembly wanted to get down to a zero deficit from the proposed \$224,000.

Prysunka asked if there were any persons on the line who wished to comment on the Public Hearing item.

There were not persons who wished to speak under this item and therefore, Prysunka declared the Public Hearing closed.

Special Assembly meeting adjourned at 6:00 p.m.

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

BOARD ACTION

WRANGELL PUBLIC SCHOOL BOARD SPECIAL MEETING (PAGE 1) JUNE 8, 2020

FOR DETAILS, CONTACT:
DR. DEBBE LANCASTER
SUPERINTENDENT
DIRECT PHONE: 907-874-2347

- Recessed into Executive Session
- Reconvened into Regular Session
- Statement from the President: "The Board has completed the summative evaluation of the Superintendent
- Adjourned

WRANGELL PUBLIC SCHOOLS

FOR RELEASE: 8:00 AM
JUNE 9, 2020

BOARD ACTION

FOR DETAILS, CONTACT:
DR. DEBBE LANCASTER
SUPERINTENDENT
DIRECT PHONE: 907-874-2347

WRANGELL PUBLIC SCHOOL BOARD
REGULAR MEETING (PAGE 1)
JUNE 15, 2020

- Approved the agenda as presented
- Approved the Regular School Board Meeting minutes of May 18, 2020 as presented
- Approved the Special School Board Meeting minutes of June 8, 2020 as presented
- Approved the disposal of surplus equipment as presented
- Approved the hire of Ms. Katelyn Church, Technology Director
- Offered Ryan Howe and Jeri Ingram Ramsey a Contract Addendum to teach the Special Education Extended School Year
- Approved the Hire of Tamara Eastaugh, Elementary Secretary
- Approved allowing Drew Larrabee to purchase Computer #1429 for \$25
- Approved the sale of laptops to graduating seniors as presented
- Approved entering into a Memorandum of Agreement with the Wrangell Teacher's Association to change the language in the current Negotiated Agreement from one-hundred, eighty-one (181) days in session to one-hundred, eighty (180) days in session and one (1) parent-teacher conference day as presented
- Accepted the 2020-2021 school calendar as revised
- Approved the Fiscal Year 2020 budget as revised
- Accepted the Fiscal Year 2021 budget as revised
- Approved entering into a Memorandum of Agreement with the Sealaska Heritage Institute to provide a culturally responsive approach to STEM education at Stikine Middle School
- Approved entering into a contract with Altman, Rogers & Co. to complete a fiscal audit of the district's finances as presented
- Approved entering into a contract with SERRC to provide an internet based Computerized Maintenance System
- Approved the grant application to First National Bank of Alaska to purchase books and supplies for the secondary library
- Approved the list of Capital Improvement Projects as presented
- Adjourned

WRANGELL PUBLIC SCHOOLS

FOR RELEASE: 2:45 PM
JUNE 17, 2020

To: Borough Manager Lisa Von Bargen & The Borough Assembly
From: P&R Director Kate Thomas
Subject: P&R Department Report
Date: June 15th, 2020

P&R established a Safety Mitigation Plan for COVID operations on May 17th with revisions made on May 28th following the updates from the State to Mandate 16. The Safety Mitigation plan includes content on capacity, operating hours, documentation logs, social distancing requirements, screening and access, area specific restrictions, hygiene, cleaning and disinfecting protocols and other considerations. The plan will be updated incrementally as new information is received from the state and/or local authorities. The plan may also be updated if restrictions are lessened in the different use areas within the facility. For example, the locker rooms are currently closed. As facility operations gain greater efficiency (regarding disinfectant) the locker rooms may be reopened.

The P&R Recreation Facility opened on June 1st in the first wave of operations listed in the mitigation plan. Administrators felt it would be beneficial to open the facility in a phased approach. The department started with access to the weight and cardio equipment in the first week of opening. The swimming pool was scheduled to open the second week of June; however, operations were slowed by the first confirmed case of COVID19 in Wrangell. Instead the swimming pool opening was moved to June 15th. Operations are limited to exercise classes and lap swims. Open swims will be returned on June 22nd. Currently there is not a set date for returning access to the locker rooms. Close contact in locker rooms is not easily avoided and the square footage for required disinfectant would expand. P&R wants to ensure that staff have the capacity to keep up with disinfectant requirements. Further, the department wants to make sure the public is familiar with the flow of operations under COVID considerations.

Lucy Robinson has conducted two virtual training sessions with returning lifeguard and recreation staff. Staff have had an opportunity to review and become familiar with the new protocols related to COVID19. Lucy facilitated two facility-based in-services where staff have had the chance to practice rescue skills, review CPR/AED protocols (COVID) and work through a series of in-water swim workouts. Staff will continue to social distance following the Safety Mitigation Plan during weekly in-service trainings.

P&R is working internally to craft a schedule of recreation and aquatics programs for July and August that are deemed low risk activities as it relates to the threat of COVID19. The Department and Advisory Board hosted a community workshop in May with a presentation outlining the ways in which COVID19 has affected operations, highlights of the facility opening plan, reason and risks associated with programs that were cancelled for the summer and models of low risk recreation programming for July and August. Few members of the public participated in the workshop, providing no specific direction to the department. P&R has focused June efforts towards training staff and opening the facility. In addition to the facility and training focus June will serve as time for P&R to plan for small group activities for youth later in the summer. Outdoor and aquatics programming are top on the list since there are less risks associated with those types of activity.

The Parks Maintenance sector began work on May 15th, 2020. This season was delayed due to COVID19 and concerns around budget shortfalls. It has taken considerable effort on behalf of the parks staff to get caught up with managing greenspace throughout the Borough. The Department did have a temporary staff addressing some maintenance concerns and detail work prior to onboarding the seasonal staff which helped jumpstart the season. The Parks sector has taken on additional work in support of other departments including landscaping at the Nolan Center, maintenance of the downtown bumps outs and brushing for the Electrical Department.

MEMORANDUM

TO: HONORABLE MAYOR AND MEMBERS OF THE ASSEMBLY
CITY AND BOROUGH OF WRANGELL

FROM: MS. CAROL RUSHMORE, ECONOMIC DEVELOPMENT DIRECTOR

SUBJECT: Economic Development Department Report

DATE: June 18, 2020

Tourism:

Wrangell Convention and Visitor Bureau held weekly work sessions developing COVID-19 marketing strategies for now and preparing for when travel resumes. Efforts are syncing with the State's marketing efforts where possible to leverage funding. Online and social media efforts are expanding.

An update of the summer cruise ship port calls throughout Alaska is at the end of this summary. The updated schedule for Wrangell can also be found at: <https://www.wrangell.com/visitorservices/cruise-ship-calendar>.

Reopen Wrangell Taskforce:

The Taskforce continued to meet regularly until mid-June. Their more recent efforts were focused on providing information to businesses via newsletter and postings. Four news letters have been distributed thus far with the last one being read by over 400 residents. The Taskforce at their last meeting indicated that since Wrangell is now open, they would take a step back, watch and listen to see how things are progressing and be ready to act for businesses if the situation changes. Chair Mya DeLong resigned her position on the Taskforce.

Economic Development:

The EDC met weekly to develop additional CARES Act funding requests for businesses and to finalize the approved funding program applications. The Assembly approved funding for visitor businesses, Marine Service Center (MSC) users, food services, and social services support. Additional relief being considered includes support for all businesses impacted by COVID-19, accounting support, and relief for MSC vendors.

Staff conducts daily monitoring of the ever changing requirements of the federal business assistance programs, as well as the recently available State programs, in an effort to keep local businesses informed of funding assistance programs.

Staff participated in a webinar sponsored by State Department of Commerce, Community and Economic Development and BDO Accounting firm on Opportunity Zones and their funding requirements and tax benefits. Wrangell is a designated Opportunity Zone. The regulations surrounding investing and financing an Opportunity Zone designated development are very strenuous.

The baseline Economic Analysis conducted by Rain Coast Data is complete. The report uses 2018 data as 2019 is not yet released. The report will be updated once the State releases their 2019 figures. The link to the report is: <https://www.wrangell.com/economicdevelopment/economic-conditions-report-2020>

Planning and Zoning:

The Commission has been working on zoning options for the former Institute property and have developed a draft Residential and Commercial Mixed Use District with a Planned Unit Development code to allow flexibility within this or other zones if certain criteria are met. The draft is still being reviewed internally before forwarding to the attorney for review and ordinance development for Assembly consideration.

Staff developed an abbreviated scope of work to begin negotiations on a cost proposal to survey the Institute property Phase 1, a block on Pine/Etolin Ave, and the former Byford property at 4 Mile Zimovia Highway. Staff meet several times via phone and in person with Trevor Sande of R&M Engineering Ketchikan to refine expectations, scope of work, wetland mitigation requirements, land use and other issues associated with surveying and subdividing all properties. A professional services agreement with R&M Engineering to perform survey services is on the agenda at this meeting for Assembly action.

Census:

Census workers began delivering packets to residences in early May. As of early June, only about 33% of Wrangell residents have responded to the Census. The Census committee ceased meeting once COVID-19 mandates hit, but a concerted push to get Wrangellites to respond is necessary again. Census sign up days and events were all cancelled so public awareness efforts will be ramped up again!

GIS Mapping Updates:

Staff has been working with our GIS contractor to update our mapping system with new subdivisions, correct errors, etc. We are still sorting out a few of the necessary changes and mapping issues but hopefully will be completed in the next several weeks. Once this is complete then the online mapping will be updated as well. Changes to the maps and proofing other errors takes time and is being worked on in between COVID and other duties.

COVID-19:

Staff spends a large portion of time working on COVID-19 efforts from the perspective of impacts to businesses, industries, tourism, and general travel issues. In May, webinars were daily – on all topics – from what businesses can do, how to prepare and address COVID preparedness, marketing for businesses, clarifications on state and federal mandates, etc. They have tapered off somewhat and most webinars are now specific training opportunities for businesses, clarifications for mandates and COVID-19 response, and regional efforts on impacts or concerns shared by various groups.

DRAFT Wrangell Cruiseship Schedule 2020

As of 6/18/20

<u>Month</u>	<u>Date</u>	<u>Day</u>	<u>SHIP</u>	<u>Arrival</u>	<u>Departure</u>	<u>PAX capacity</u>
JULY	29	Wed	Wilderness Discoverer	7:00am	5:00pm	76
AUGUST	4	Tues	Wilderness Discoverer	7:00am	5:00pm	76
	4	Tues	Alaskan Dream	7:00am	3:00pm	40
	5	Wed	Wilderness Explorer	7:00am	5:00pm	76
	11	Tues	Wilderness Explorer	7:00am	5:00pm	76
	12	Wed	Chichagof Dream	7:30am	4:00pm	74
	13	Thurs	Baranof Dream	7:30am	4:00pm	49
	14	Fri	Alaskan Dream	7:30am	3:00pm	40
	18	Tues	Alaskan Dream	7:00am	3:00pm	40
	18	Tues	SS Legacy	7:00am	5:00pm	34
	18	Tues	Chichagof Dream	7:30am	4:00pm	74
	25	Tues	Admiralty Dream	7:00am	3:00pm	58
	26	Wed	Wilderness Discoverer	7:00am	5:00pm	76
	27	Thurs	Alaskan Dream	7:00am	3:00pm	40
	30	Sun	Chichagof Dream	7:30am	4:00pm	74

DRAFT Wrangell Cruiseship Schedule 2020

As of 6/18/20

<u>Month</u>	<u>Date</u>	<u>Day</u>	<u>SHIP</u>	<u>Arrival</u>	<u>Departure</u>	<u>PAX capacity</u>
SEPTEMBER	1	Tues	Safari Quest	7:00am	5:00pm	22
	1	Tues	Alaskan Dream	7:00am	3:00pm	40
	1	Tues	Wildernes Discoverer	7:00am	5:00pm	76
	2	Wed	Wilderness Explorer	7:00am	5:00pm	76
	2	Wed	Admiralty Dream	7:30am	3:00pm	58
	5	Sat	Chichagof Dream	7:30am	3:00pm	74
	6	Sun	Admiralty Dream	7:30am	3:00pm	58
	8	Tues	Wilderness Explorer	7:00am	5:00pm	76
	8/9	Tues/Wed	American Constellation	8:30am	8:00am	170
	10	Thurs	Alaskan Dream	7:00am	3:00pm	40
	15	Tues	Alaskan Dream	7:30am	3:00pm	40
	16	Wed	Admiralty Dream	7:00am	3:00pm	58
	23	Wed	Wilderness Explorer	7:00am	5:00pm	76
	30	Wed	Wildernes Adventurer	7:00am	5:00pm	60
CAPACITY						1827

Alaska Dream Cruises**(Allen Marine - Sitl)****Oceania Cruises:** Regatta 593' 684 pax /400 crew

Alaska Dream 104' 40 pax

Seabourn: Seabourn Sojourn 652' 450 pax/330 crew

Baranof Dream 143' 49 pax

Windstar: Star Breeze 522' 208 pax/164 crew

Admiralty Dream 143' 58 pax

Hurtigruten Ships: Roald Amundsen 460' 530 pax

Chichagof Dream 207' 74 pax/ 30 cr

American Cruise Lines: American Constellation 267' 170pax/60 crew**Un-Cruise Adventures****Hapag - Lloyd Cruises:** Bremen 365' 155 pax/100 crew

Wilderness Explorer 186' 76 pax/ 26 cre

Regent Seven Seas Cruises: Seven Seas Mariner 709' 700 pax

Wilderness Discoverer 176' 76 pax / 26 cr

Viking Cruises: Orion 749' 930 pax/470 crew

Wilderness Adventurer 160' 60pax / 25 cre

Lindblad Expeditions: NG Sea Lion 152' 62 pax;

Safari Quest 120' 22 pax / 10 cr

NG Orion 337' 102 pax

SS Legacy 192' 88 pax / 34 cr

Silversea Cruises: Silver Cloud 514' 296 pax/222 crew**Scenic Cruises:** Scenic Eclipse 545' 228 pax

WRANGELL VOLUNTEER FIRE DEPARTMENT

PHONE: (907) 874.3223 FAX: (907) 874.3939 EMAIL: wrgfd@wrangell.com
P.O Box 794 Wrangell, Alaska 99929

Report for Borough Manager -

In mid-March, the Fire Department had stopped all in-person meetings during the shelter in place order from the Governor. We are looking at options to resume training in a reduced capacity in the next couple of weeks. All EMS providers certifications were extended by the State EMS Certification Office through 2021 allowing departments to navigate through COVID-19 and get alternate instruction and training procedures figured out.

The ISO survey has been rescheduled for Spring of 2021, allowing for each department, not only Fire, additional time to get documentation ready for the onsite visit. With everything going on with the COVID-19 Pandemic, and the involvement of numerous departments with the EOC, it was requested that this be postponed.

The new Ambulance is scheduled to be completed the morning of June 23 and will arrive in Wrangell the following week. This ambulance was an approved with the use of the CARES ACT in the June 2nd Special Assembly meeting. EMS continues to change response procedures as new information comes available in treatment and safe transport for COVID-19 patients.

Since January 1, 2020, the Fire Department has responded to 30 Fire calls, including 3 house fires, two vehicle fires and one explosion reported. EMS has responded to 102 ambulance calls and 5 SAR calls. EMS continue to limit the number of responding providers to limit exposures.

The Pyrotechnics crew is beginning work on the 4th of July Independence Day show. This is scheduled to take place on the 3rd of July at the Volunteer Park. The Pyro crew work in partnership with many entities in town; the Harbor Department provides the warehouse and forklift, AML and Samson provide the container vans and transport of said vans, BW Enterprise for the explosive magazine necessary for storage of the shells and also for positioning the container vans on the field, Buness Electric for forklift and electrical expertise, City Public Works for the sand necessary to secure the racks. Additionally, this entire show is put together and shot off by VOLUNTEERS! Historically, Alaska Vistas provides a phenomenal meal to all of the volunteers free of charge on the night of the show.

Fire Chief Tim Buness

WRANGELL VOLUNTEER FIRE DEPARTMENT

PHONE: (907) 874.3223 FAX: (907) 874.3939 EMAIL: wrgfd@wrangell.com
P.O Box 794 Wrangell, Alaska 99929

CITY AND BOROUGH OF WRANGELL

Account Statement - Period Ending May 31, 2020

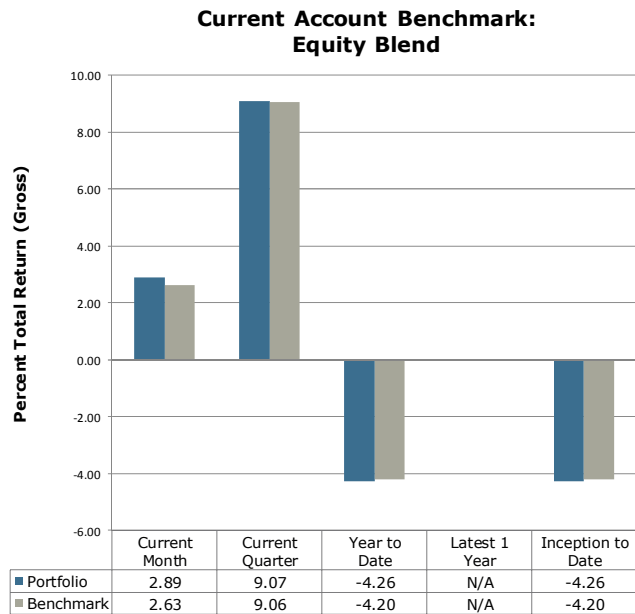


ACCOUNT ACTIVITY

Portfolio Value on 04-30-20	8,591,785
Contributions	0
Withdrawals	-2,981
Change in Market Value	243,334
Interest	0
Dividends	5,252

Portfolio Value on 05-31-20 8,837,390

INVESTMENT PERFORMANCE

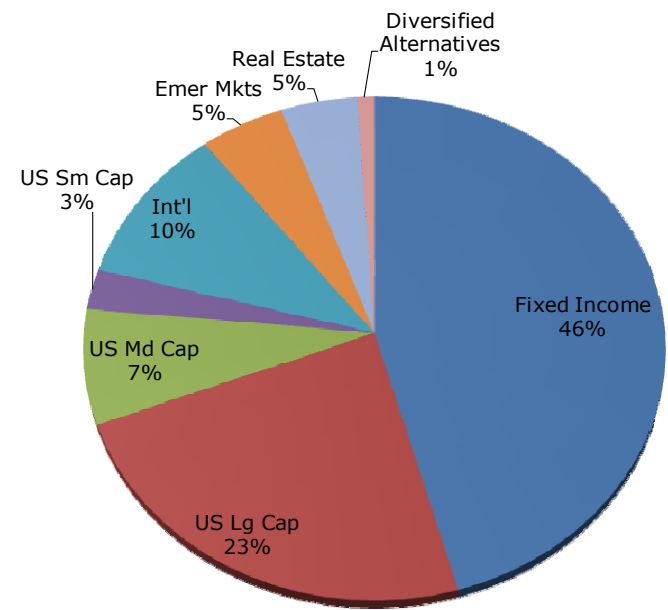


Performance is Annualized for Periods Greater than One Year

MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Brandy Niclai, CFA®
Contact Phone Number:	907/272-7575

PORTFOLIO COMPOSITION



Alaska Permanent Capital Management Co.
PORTFOLIO SUMMARY AND TARGET
CITY AND BOROUGH OF WRANGELL
May 31, 2020

Asset Class & Target	Market Value	% Assets	Range
FIXED INCOME (45%)			
US Fixed Income (25.0%)	2,317,747	26.2	15% to 35%
TIPS (10.0%)	859,567	9.7	5% to 15%
International Fixed Income (5.0%)	429,761	4.9	0% to 10%
Cash (5.0%)	425,886	4.8	0% to 10%
Subtotal:	4,032,961	45.6	
EQUITY (47%)			
US Large Cap (22.0%)	2,077,651	23.5	12% to 32%
US Mid Cap (7.0%)	652,525	7.4	0% to 15%
US Small Cap (3.0%)	230,167	2.6	0% to 6%
Developed International Equity (10.0%)	910,425	10.3	5% to 15%
Emerging Markets (5.0%)	443,419	5.0	0% to 10%
Subtotal:	4,314,187	48.8	
ALTERNATIVE INVESTMENTS (8%)			
Real Estate (2.0%)	131,243	1.5	0% to 5%
Alternative Beta (0.0%)	0	0.0	0% to 10%
Infrastructure (3.0%)	268,195	3.0	0% to 6%
Commodities (3.0%)	90,804	1.0	0% to 6%
Subtotal:	490,242	5.5	
TOTAL PORTFOLIO	8,837,390	100	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY AND BOROUGH OF WRANGELL
May 31, 2020

Quantity	Security	Security Symbol	Avg Cost	Total Cost	Price	Market Value	Pct. Assets
DOMESTIC FIXED INCOME FUNDS/ETF							
3,520	ISHARES SHORT TREASURY BOND ETF	SHV	110.59	389,274	110.79	389,981	4.4
17,250	VANGUARD SHORT-TERM TIPS ETF	VTIP	49.29	850,285	49.83	859,567	9.7
26,362	VANGUARD TOTAL BOND MARKET ETF	BND	85.18	2,245,394	87.92	2,317,747	26.2
				3,484,953		3,567,295	40.4
INTERNATIONAL FIXED INCOME FUNDS/ETF							
7,478	VANGUARD TOTAL INTL BOND ETF	BNDX	57.04	426,562	57.47	429,761	4.9
DOMESTIC LARGE CAP EQUITY FUNDS/ETF							
1,065	FLEXSHARES QUAL DIV ETF	QDF	48.32	51,458	42.06	44,794	0.5
475	ISHARES EDGE MSCI USA QUALITY FACTOR ETF	QUAL	100.66	47,814	96.10	45,647	0.5
6,530	SPDR S&P 500 ETF	SPY	324.14	2,116,658	304.32	1,987,210	22.5
				2,215,931		2,077,651	23.5
DOMESTIC MID CAP EQUITY FUNDS/ETF							
3,705	ISHARES CORE S&P MIDCAP 400 ETF	IJH	200.30	742,101	176.12	652,525	7.4
DOMESTIC SMALL CAP EQUITY FUNDS/ETF							
3,480	ISHARES S&P SMALLCAP 600 INDEX ETF	IJR	83.19	289,484	66.14	230,167	2.6
INTERNATIONAL EQUITY FUNDS/ETF							
6,520	ISHARES ETF CORE MSCI EAFE	IEFA	64.13	418,136	56.03	365,316	4.1
9,140	ISHARES MSCI EAFE INDEX FUND	EFA	68.75	628,340	59.64	545,110	6.2
				1,046,475		910,425	10.3
EMERGING MARKET FUNDS/ETF							
9,845	ISHARES ETF CORE MSCI EMERGING MKTS	IEMG	53.70	528,630	45.04	443,419	5.0
REAL ESTATE & INFRASTRUCTURE							
5,570	FLEXSHAR STX GLOBAL BROAD INF ETF	NFRA	54.04	300,991	48.15	268,195	3.0
1,880	JPMORGAN BETABUILDERS MSCI US REIT ETF	BBRE	89.45	168,166	69.81	131,243	1.5
				469,157		399,438	4.5
COMMODITIES							
2,425	ISHARES BB ROLL SELECT COMMODITY ETF	CMDY	36.44	88,367	37.44	90,804	1.0
CASH AND EQUIVALENTS							
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	cash01		35,905		35,905	0.4
TOTAL PORTFOLIO				9,327,565		8,837,390	100.0

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL
From 05-01-20 To 05-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
05-01-20			Beginning Balance		34,892.48
05-01-20	05-05-20	wd	Purchase	iSHARES BB ROLL SELECT COMMODITY ETF	-88,367.00
05-01-20	05-05-20	dp	Sale	ETRACS BLOOMBERG CMCI ETN	87,108.47
05-06-20	05-06-20	dp	Dividend	VANGUARD TOTAL BOND MARKET ETF	4,583.01
05-06-20	05-06-20	dp	Dividend	VANGUARD TOTAL INTL BOND ETF	347.73
05-07-20	05-07-20	dp	Dividend	ISHARES SHORT TREASURY BOND ETF	320.96
05-15-20	05-15-20	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	0.40
05-19-20	05-19-20	wd	Withdrawal	from Portfolio	-2,981.28
05-31-20			Ending Balance		35,904.77

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY AND BOROUGH OF WRANGELL
From 05-01-20 Through 05-31-20

<u>Date</u>	<u>Quantity</u>	<u>Security</u>	<u>Avg. Cost Basis</u>	<u>Proceeds</u>	<u>Gain Or Loss</u>
05-01-20	8,320.0000	ETRACS BLOOMBERG CMCI ETN	124,550.40	87,108.47	-37,441.93
TOTAL GAINS					0.00
TOTAL LOSSES					-37,441.93
			124,550.40	87,108.47	-37,441.93

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL
From 05-01-20 To 05-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
COMMODITIES				
05-01-20	05-05-20	iSHARES BB ROLL SELECT COMMODITY ETF	2,425.0000	88,367.00
				88,367.00
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
05-31-20	05-31-20	MANAGEMENT FEES		3,042.68
				3,042.68
DIVIDEND				
DOMESTIC FIXED INCOME FUNDS/ETF				
05-06-20	05-06-20	VANGUARD TOTAL BOND MARKET ETF		4,583.01
05-07-20	05-07-20	ISHARES SHORT TREASURY BOND ETF		320.96
				<hr/> 4,903.97
INTERNATIONAL FIXED INCOME FUNDS/ETF				
05-06-20	05-06-20	VANGUARD TOTAL INTL BOND ETF		347.73
				5,251.70
INTEREST				
CASH AND EQUIVALENTS				
05-15-20	05-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		0.40
				0.40

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL
From 05-01-20 To 05-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
SALES, MATURITIES, AND CALLS				
COMMODITIES				
05-01-20	05-05-20	ETRACS BLOOMBERG CMCI ETN	8,320.0000	87,108.47
				87,108.47
WITHDRAW				
CASH AND EQUIVALENTS				
05-19-20	05-19-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		2,981.28
				2,981.28

CITY AND BOROUGH OF WRANGELL #6869

Account Statement - Period Ending May 31, 2020



ALASKA PERMANENT
CAPITAL MANAGEMENT

Registered Investment Adviser

ACCOUNT ACTIVITY

Portfolio Value on 04-30-20	2,518,218
Contributions	0
Withdrawals	-315
Change in Market Value	957
Interest	5,289
Dividends	0

Portfolio Value on 05-31-20 2,524,149

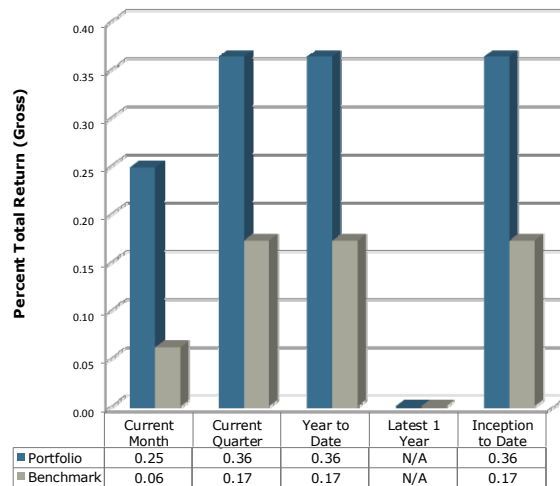
MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Brandy Niclai, CFA®
Contact Phone Number:	907/272-7575

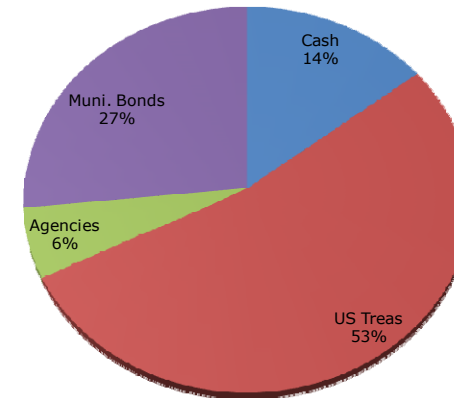
PORTFOLIO COMPOSITION

INVESTMENT PERFORMANCE

Current Account Benchmark:
Equity Blend



Performance is Annualized for Periods Greater than One Year



Fixed Income Portfolio Statistics

Average Quality: AA+ Yield to Maturity: 0.19% Average Maturity: 1.55 Yrs

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY AND BOROUGH OF WRANGELL #6869
May 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
MUNICIPAL BONDS									
100,000	ALASKA ST REF-SER A 4.000% Due 08-01-20	101.64	101,640	100.62	100,619	3.99	4,000	1,333	0.28
35,000	NEVADA ST CAPITAL IMPT-CULTURAL AFFAIRS-SER A 5.000% Due 08-01-20	102.12	35,742	100.80	35,281	1.40	1,750	583	0.17
80,000	MINNESOTA ST 5.000% Due 08-01-21	101.81	81,450	100.79	80,635	3.19	4,000	1,333	4.28
25,000	State of Wisconsin 5.000% Due 05-01-22	106.00	26,500	109.29	27,321	1.08	1,250	104	0.15
50,000	N SLOPE BORO AK 5.000% Due 06-30-22	102.04	51,022	100.36	50,179	1.99	2,500	1,049	4.82
25,000	STATE OF WASHINGTON 5.000% Due 07-01-22	104.01	26,003	105.23	26,308	1.04	1,250	521	2.41
25,000	STATE OF MARYLAND 5.000% Due 08-01-22	107.52	26,881	110.42	27,605	1.09	1,250	417	0.18
25,000	MISSISSIPPI ST 5.250% Due 11-01-22	109.96	27,490	111.87	27,968	1.11	1,312	109	0.31
35,000	WASHINGTON ST 5.000% Due 02-01-23	109.98	38,495	112.82	39,487	1.56	1,750	583	0.18
35,000	OHIO ST 5.000% Due 05-01-23	108.12	37,844	113.81	39,835	1.58	1,750	146	0.24
25,000	MASSACHUSETTS ST 5.000% Due 07-01-24	105.61	26,403	109.98	27,496	1.09	1,250	521	2.42
30,000	MASSACHUSETTS ST 5.000% Due 10-01-26	106.15	31,844	106.42	31,925	1.26	1,500	250	3.85
25,000	MINNESOTA ST 5.000% Due 08-01-27	101.72	25,429	100.79	25,198	1.00	1,250	417	4.86
50,000	WASHINGTON STATE MOTOR VEHICLE TAX 5.000% Due 06-01-28	103.66	51,832	104.04	52,020	2.06	2,500	1,250	4.39
65,000	MASSACHUSETTS ST 5.000% Due 08-01-33	104.65	68,020	105.43	68,531	2.72	3,250	1,083	4.45
	Accrued Interest				9,700	0.38			
			656,593		670,109	26.55		9,700	
U.S. TREASURY									
155,000	US TREASURY NOTES 2.625% Due 05-15-21	102.71	159,208	102.30	158,567	6.28	4,069	188	0.22
205,000	US TREASURY NOTES 2.125% Due 08-15-21	102.39	209,906	102.31	209,733	8.31	4,356	1,281	0.21
125,000	US TREASURY NOTES 2.875% Due 10-15-21	103.65	129,561	103.69	129,619	5.14	3,594	461	0.18
85,000	US TREASURY NOTES 2.875% Due 11-15-21	103.93	88,344	103.91	88,323	3.50	2,444	113	0.19
200,000	US TREASURY NOTES 2.500% Due 02-15-22	103.87	207,736	103.95	207,906	8.24	5,000	1,470	0.18

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY AND BOROUGH OF WRANGELL #6869
May 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
180,000	US TREASURY NOTES 1.750% Due 05-15-22	102.75	184,957	103.08	185,540	7.35	3,150	146	0.17
180,000	US TREASURY NOTES 1.500% Due 08-15-22	102.36	184,255	102.92	185,260	7.34	2,700	794	0.17
80,000	US TREASURY NOTES 1.625% Due 11-15-22	102.82	82,253	103.55	82,838	3.28	1,300	60	0.18
80,000	US TREASURY NOTES 2.000% Due 02-15-23	104.08	83,267	104.89	83,910	3.32	1,600	470	0.19
	Accrued Interest				4,982	0.20			
			1,329,487		1,336,678	52.96		4,982	
AGENCIES									
50,000	FREDDIE MAC 2.000% Due 01-28-22	100.30	50,150	100.27	50,135	1.99	1,000	342	1.83
50,000	FREDDIE MAC 1.750% Due 01-13-23	100.39	50,195	100.16	50,080	1.98	875	335	1.68
50,000	FREDDIE MAC 1.750% Due 01-17-23	100.33	50,163	100.18	50,088	1.98	875	326	1.68
	Accrued Interest				1,003	0.04			
			150,509		151,306	5.99		1,003	
TREASURY BILLS									
150,000	CASH MGMT BILL 0.000% Due 09-15-20	99.90	149,852	99.95	149,927	5.94	NA	0	0.17
CERTIFICATE OF DEPOSIT									
100,000	MERCHANTS BNK OF INDIANA 1.000% Due 10-16-20	100.00	100,000	100.32	100,318	3.97		123	0.16
	Accrued Interest				123	0.00			
			100,000		100,441	3.98		123	
CASH AND EQUIVALENTS									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		115,688		115,688	4.58			
TOTAL PORTFOLIO			2,502,130		2,524,149	100	62,525	15,808	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL #6869
From 05-01-20 To 05-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
05-31-20	05-31-20	MANAGEMENT FEES		315.52
				315.52
INTEREST				
AGENCIES				
05-14-20	05-14-20	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23		218.75
CASH AND EQUIVALENTS				
05-15-20	05-15-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		0.47
MUNICIPAL BONDS				
05-01-20	05-01-20	MISSISSIPPI ST 5.250% Due 11-01-22		656.25
05-01-20	05-01-20	OHIO ST 5.000% Due 05-01-23		875.00
05-01-20	05-01-20	State of Wisconsin 5.000% Due 05-01-22		625.00
				<hr/> 2,156.25
U.S. TREASURY				
05-15-20	05-15-20	US TREASURY NOTES 2.625% Due 05-15-21		2,034.38
05-15-20	05-15-20	US TREASURY NOTES 2.875% Due 11-15-21		1,221.87
05-15-20	05-15-20	US TREASURY NOTES 1.750% Due 05-15-22		1,575.00

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY AND BOROUGH OF WRANGELL #6869
From 05-01-20 To 05-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
05-15-20	05-15-20	US TREASURY NOTES 1.625% Due 11-15-22		650.00
				5,481.25
				7,856.72

SALES, MATURITIES, AND CALLS

AGENCIES

05-14-20	05-14-20	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23	50,000	50,000.00
				50,000.00

WITHDRAW

CASH AND EQUIVALENTS

05-19-20	05-19-20	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		314.78
				314.78

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY AND BOROUGH OF WRANGELL #6869
From 05-01-20 Through 05-31-20

Date	Quantity	Security	Avg. Cost Basis	Proceeds	Gain Or Loss
05-14-20	50,000	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23	50,020.50	50,000.00	-20.50
TOTAL GAINS					0.00
TOTAL LOSSES					-20.50
			50,020.50	50,000.00	-20.50

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY AND BOROUGH OF WRANGELL #6869
From 05-01-20 To 05-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
05-01-20			Beginning Balance		58,146.48
05-01-20	05-01-20	dp	Interest	MISSISSIPPI ST 5.250% Due 11-01-22	656.25
05-01-20	05-01-20	dp	Interest	OHIO ST 5.000% Due 05-01-23	875.00
05-01-20	05-01-20	dp	Interest	State of Wisconsin 5.000% Due 05-01-22	625.00
05-14-20	05-14-20	dp	Interest	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23	218.75
05-14-20	05-14-20	dp	Sale	FEDERAL HOME LOAN BANK 1.750% Due 02-14-23	50,000.00
05-15-20	05-15-20	dp	Interest	US TREASURY NOTES 2.625% Due 05-15-21	2,034.38
05-15-20	05-15-20	dp	Interest	US TREASURY NOTES 2.875% Due 11-15-21	1,221.87
05-15-20	05-15-20	dp	Interest	US TREASURY NOTES 1.750% Due 05-15-22	1,575.00
05-15-20	05-15-20	dp	Interest	US TREASURY NOTES 1.625% Due 11-15-22	650.00
05-15-20	05-15-20	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	0.47
05-19-20	05-19-20	wd	Withdrawal	from Portfolio	-314.78
05-31-20			Ending Balance		115,688.42

June 20, 2020

To: Mayor Prysunka & Assembly Members
 From: Joyce Mason, Finance Director
 Re: Outstanding Accounts Receivables (Bad Debt) Report

Port/Harbor/Marine Service Center

The outstanding balances for Harbor, Marine Service Center, and the Port are \$204,827.79 as of May 31, 2020.

Current Receivables:	\$ 54,260.38
30-60 Days Receivables:	\$ 27,038.90
60-90 Days Receivables:	\$ 13,307.34
Over 90 Days Receivables:	\$110,221.17

The over 90-day balances contain receivables that are currently in collection or the boats are being impounded. The Harbor staff is taking an active effort to collect these balances. Currently 7 boats have impound notices. One receivable account within the Harbor is in excess of \$25,000. The Harbor staff have been working with the attorney regarding this situation and a report was provided to the Assembly a couple of months ago.

Property Tax

Delinquent property taxes for the past three years total \$104,325.79.

2017 Property Taxes:	\$ 1,109.85
2018 Property Taxes:	\$34,126.67
2019 Property Taxes:	\$69,089.27

Reminder notices are sent out periodically. Foreclosure actions are initiated every year and follow the Alaska State Statutes Title 29.

Utilities

The utility accounts have a 98% collection rate at this time. Currently \$142,485.76 for all utility accounts (Electric, Water, Sewer, & Garbage) is past due. During the COVID-19 Pandemic all collection of the past due accounts have been halted by order of the Governor. During normal times these accounts are fairly easy to collect due to the shut off policy. The current amount due during this billing cycle is \$403,166.61.

30-60 Days Receivables:	\$83,858.91
60-90 Days Receivables:	\$21,930.06
90-120 Days Receivables:	\$ 9,328.86
Over 120 Days Receivables:	\$27,367.93

Sales Tax

The Finance staff sends quarterly letters to businesses that are delinquent reporting and paying sales tax. A new process to electronically track businesses who submit sales tax was started in October. With this process we are able to determine the non-filers in a timely manner and send reminder letters. As

per the Municipal Code, sales tax is estimated at the time the letters are mailed. The Finance Department has current receivables for an estimated \$175,000 in sales taxes. This amount is estimated because the Finance Department uses previous quarterly returns to estimate taxes owed when a business is not submitting returns. Active work to collect this tax is on-going. Preparations are underway for a sales tax audit on at least one business. Collection activities have slowed some recently for two reasons. First, the decision was made at the end of March to not fill the .50 FTE vacated position primarily responsible for handling sales tax matters. Second, the Finance Department has been down another 1.0 FTE since about mid-April.

CITY & BOROUGH OF WRANGELL, ALASKA

CLERK'S FILE

SUBMITTED BY:

Kim Lane, MMC, Borough Clerk

Upcoming Meeting/Informational dates:

- 6-25** Weekly COVID-19 Manager/Assembly Update @ 5:30 p.m. via Zoom
- 7-1** Parks & Recreation Advisory Board Mtg. at 6pm via Zoom
- 7-3/4** **City Offices are closed on 7-3 / July 4th - Independence Day! Happy 4th of July.**
- 6-11** Planning & Zoning Commission mtg. @ 6pm via Zoom
- 7-2** Weekly COVID-19 Manager/Assembly Update @ 5:30 p.m. via Zoom
- 7-9** Weekly COVID-19 Manager/Assembly Update @ 5:30 p.m. via Zoom
- 7-14** Regular Assembly mtg. @ 6pm via Zoom

Most of what I have been doing in the Clerk's office is managing COVID-19 meetings, schedules, and information.

I have also started to investigate taking Parliamentary courses through the National Association of Parliamentarians. During my review, I was asked to come up with a Professional Development plan. The first think that stuck out in my mind was that I have wanted (for a couple of years now) to look into what it takes to become a licensed Parliamentarian. Yes, that is a thing! So, I reached out of my IIMC Contacts who teaches parliamentary procedure at conferences and she directed me to the above organization. There is a cost for this. So, I am doing the research (in between COVID) so that I can make sure and sign up for the best courses that will enhance my education on the topic of Parliamentary Procedure. I will keep you all posted!

The Alaska Association of Municipal Clerks (AAMC) conference in November and the International Institute of Municipal Clerks (IIMC) conference in May, are both extraordinary training opportunities that I try and take part in each year. During these conferences, there are extremely experienced leaders in their fields, who provide quality and engaging information.

Also, when attending these conferences, it is a real eye opener to see that being a Master Municipal Clerk (MMC) is an achievement that not a lot of Municipal Clerks are a part of.... yet! Holding this certification is a real honor.

Please remember that City Offices will be closed on Friday, July 3rd in celebration of Independence Day. Stay safe and have a Happy 4th!

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda NO.</u>	13

RESOLUTION No. 06-20-1530 OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADOPTING THE BUDGET FOR ALL FUNDS OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, FOR THE FISCAL YEAR 2020-2021

SUBMITTED BY:

Joyce Mason, Finance Director
Lisa Von Bargen, Borough Manager

FISCAL NOTE:

Expenditure Received: \$

FY 19: \$	FY 20: \$	FY21: \$
-----------	-----------	----------

Amount Budgeted:

	\$0
--	-----

Account Number(s):

Account Name(s):

Unencumbered Balance(s) (prior to expenditure):

	\$0
--	-----

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Resolution 06-20-1530; 2. FY 2020-2021 Budget

RECOMMENDATION MOTION:

Move to Approve Resolution No. 06-20-1530.

SUMMARY STATEMENT:

The Budget Resolution

The Fiscal Year 2020-2021 Budget is presented for Assembly review and approval. Every line item and spreadsheet cell of the Budget has been reviewed since the June 16th work session. The Assembly will notice a significant change from previous years to the numbers being adopted in each fund. In previous years each fund budget line read, "The X Fund Budget, reserves and transfers, for the Fiscal Year 2020-2021, in the amount of \$X is hereby adopted." The number

would equal the total expenditures of that fund's budget, plus the estimated reserves. Reserves, more commonly known as fund balance, are not adopted. The resolution lines for each fund now read, "The X Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$X is hereby adopted." The budget number being adopted in each fund equals the total authorized expenditures. This is why the total adopted budget for the Borough Organizational Fund is \$0. There are no authorized expenditures currently included in that budget. If Administration determines it is necessary to spend money from the fund, it will be brought to the Assembly for approval via resolution.

- Two new funds have been added to the list in the resolution – Hospital Legacy Fund and CIP Fund.
- The new CARES Act Fund is not included as staff is working on a number of issues related to the money. First, the off-set for wages from FY20 is still being worked through so we don't yet have an exact number. Second, and more important, is the concern that CARES Act funding is not supposed to function as a revenue off-set. Finance managers and auditors around the state are still working on the best way include the funds in budgets. Currently, CARES funding is shown as a transfer into the General Fund for the amount of the estimated wage offset. This will be brought back as necessary in the form of a budget amendment.

General Fund Revenue

There are two major changes to revenue for the General Fund.

1. Administration was advised last Thursday that the wages and benefits for the Borough Dispatch staff are considered part of Public Safety staff that is eligible for 100% offset under the CARES Act. That allowed the personnel wages off-set in the General Fund to be increased from \$640,000 to \$890,000.
2. When reviewing the formulas within all of the cells in the budget worksheets it was discovered that the PILT revenue in the amount of \$460,000 had not previously been included.

The General Fund Budget is now in the positive in the amount of \$436,637. The items requested to be reincorporated in the Budget at last Wednesday's work session have been added back in. All of the other cuts made, and requested remain. Administration has done this for two reasons. First, we have estimated our Sales Tax revenues. We have no idea what the actuals may be. If the actuals are less than estimated we will need to adapt to the situation. Having this cushion right now is very helpful. Once we have received the returns for the quarter ending June 30th (end of July) we will have a much better idea about what the first quarter returns for FY21 will be. If the returns are equal to, or greater than estimated, it may be okay to begin moving expenditures back into the budget. Second, the CARES Act wage offset includes time for many other staff besides first responders. As COVID-19 situation continues, time spent by staff may be reduced, and the offset will go down as well.

Because of this positive situation the budgeted transfers from the Poll Permanent Fund and the Streets Reserve of the Sales Tax Fund will be made at the end of the fiscal year and only if necessary based on revenues throughout the rest of the fiscal year.

Below is a summary of the changes to the budget document since it was provided last week for the Public Hearing.

- All Funds Summary Page was added

- **General Fund**

- **Administration**
 - Salary that was cut was reinstated, as travel was cut instead
 - All Travel cut
 - All Training cut
- **Clerk/Assembly**
 - All Travel cut
 - All Training cut
- **Fire**
 - Air Compressor Block Equipment added back in
 - All Travel cut
 - Volunteer Accident Insurance was increased from \$12,000 to \$23,000 as staff received notification of the actual amount from the insurance representative late last week
- **Police**
 - Community Outreach of \$3,000 added to Materials & Supplies (previously missed)
 - Vehicle Impounds was increased by \$2,000 following work session discussion
- **Dispatch/Corrections**
 - No Changes
- **Public Safety Building**
 - No Changes
- **Public Works**
 - Maintenance Specialist Position was added back into the budget
- **Garage**
 - \$2,000 was added CAT & Ford Software Subscriptions that was previously missing
- **Streets**
 - The Street Maintenance budget was increased from \$40,000 to \$50,000 because the Public Works Director reported Magnesium Chloride could only be purchased in \$25,000 increments
- **Cemetery**
 - No Change
- **Capital Facilities**
 - Facility Maintenance for Capital Facilities Building reduced from \$7,500 to \$5,000 eliminating the maintenance on the Armory building and providing for a storage area as the department is moving to WML&P
 - \$1,700 for Work Order tablets was removed that was previously reported out but not removed
 - \$ 1,500 for Manlift Training was removed as previously reported
 - The online training in the Capital Facilities Department was left in the budget as one is safety related and one is reviewing energy losses in buildings (savings)
- **Economic & Planning**
 - Training -APA Conference Registration removed
 - ArcGIS training remains in the budget because staff has to be trained to use new mapping software
- **Library**
 - No Change

- **Nolan Center**
 - No Change
- **Parks & Rec**
 - Transfer from the Permanent Fund (Pool) \$30,000 was added, resulting in a General Fund subsidy reduction
 - Parks Training cut
- **Secure Rural Schools**
 - No Changes
- **Transient Tax (Including CPV)**
 - Southeast Alaska Tourism Council Membership was eliminated completely by accident, reinstated at \$1,000 level.
- **Residential Construction Fund**
 - No Changes
- **Industrial Construction Fund**
 - No Changes
- **Sales Tax Fund**
 - \$100,000 Transfer to the Schools for Maintenance Reimbursement was removed as it was in the budget twice – once in Sales Tax and once in SRS. It resides in SRS.
 - The transfer to the Debt Service Fund was increased to \$272,750 to reflect the actual amount of the final payment.
- **Debt Service Fund**
 - For FY20 the Debt Service Fund was changed to reflect a transfer of \$188,914 from the Sales Tax Fund instead of \$142,024. Originally we were supposed to take \$128,250 from the General Fund and \$140,000 from the Sales Tax fund to cover the full bond debt payment budgeted at \$268,250. This year's payment actually equaled \$268,050 and we received \$79,136 in School Bond Debt Reimbursement from the State. So the remaining balance was just transferred from the Sales Tax Fund in the amount of \$188,914.
 - The Finance Director also confirmed the amount of the final School Bond Debt Payment in FY21. It was increased to \$272,750 to reflect the final payment.
- **Borough Organization**
 - No change
- **Permanent Fund**
 - The \$30,000 transfer from the Pool Permanent Fund to the P&R Special Revenue Fund was reflected.
- **Electric**
 - Fuel & Oil Generation was amended to correct the total which was listed as \$137,715, but should have been \$192,715 as \$55,000 for generator oil was not originally included in the total

- The transfer from the Electric Fund to the CIP Fund for the Power Generation Project is now included in the budget as discussed at the CIP work session

- **Harbor Administration**

- Admin Publication Expenses (Boatyard shirts) was dropped by \$1,000 going from \$2,000 to \$1,000 that was previously reported
- The transfer from Harbor Fund to CIP Fund for the remaining Shoemaker Bay Project is now included in the budget as discussed at the CIP work session

- **Harbors, Port & Marine Service Center**

- No Changes

- **Water**

- Credit Card Fees in the Amount of \$8,000 were removed because credit card fees are now included in Charges from Finance.
- Amended the Debt Service Line Item to reflect only a principal payment in the amount \$2,862 for the Ozone Generator Loan payoff beginning in FY21.
- Distribution System Maintenance was amended to add \$10,000 for the Water Plant Bypass Line Valve Reconfiguration. This was originally a CIP in the FY20 Budget in the amount of \$30,000. When the cost of the project was reduced to \$10,000 it fell below the threshold of a Capital Project and is now in the operating maintenance budget in the fund.
- Temp Wages in the amount of \$25,000 plus corresponding benefits were added back in as they were dropped inadvertently between the original presentation of the Water Budget and the Public Hearing version.

- **Wastewater**

- \$5,000 was added to Collection Maintenance for the Node 6 Pump Station Overflow Reroute. This was originally a CIP in the FY20 Budget in the amount of \$45,000. When the cost of the project was reduced to \$5,000 it fell below the threshold of a Capital Project and is now in the operating maintenance budget in the fund.

- **Solid Waste**

- No Changes

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 06-20-1530

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, ADOPTING THE BUDGET FOR ALL FUNDS OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, FOR THE FISCAL YEAR 2020-2021

WHEREAS, the Borough Assembly sitting as the Board of Equalization on May 6, 2019, assessed and equalized all real property within the City and Borough of Wrangell; and

WHEREAS, taxes levied on taxable property; delinquent date for payment of taxes and penalty and interest for late payment of taxes are provided in Wrangell Municipal Code, Chapter 5; and

WHEREAS, the Assembly at their regular meeting held June 9, 2020, approved a mill rate of 12.75 mills for the Wrangell Service Area, 4.0 mills for property outside the Service Area, and 4.0 mills for the tax differential zone as described in 5.04.310 (a); and

WHEREAS, the Assembly of the City and Borough of Wrangell, Alaska has been presented with the proposed budget for the fiscal year 2020-2021 in accordance with the Home Rule Charter of the City and Borough of Wrangell, Section 5-2; and

WHEREAS, the Assembly held multiple department budget work sessions and held an official public hearing on June 16, 2020, on the proposed budget in accordance with Charter Section 5-3; and

WHEREAS, the Assembly has approved the proposed budget as presented and amended.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THAT:

Section 1. The General Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$5,868,390 is hereby adopted.

Section 2. The Nolan Center Special Revenue Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$422,000 is hereby adopted.

Section 3. The Sales Tax Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$1,781,590 is hereby adopted.

Section 4. The Parks & Recreation Special Revenue Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$770,350 is hereby adopted.

Section 5. The Borough Organizational Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$0 is hereby adopted.

Section 6. The Transient Tax (including Commercial Passenger Vessel) Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$87,616 is hereby adopted.

Section 7. The Secure Rural Schools Budget, for the Fiscal Year 2020-2021, in the amount of \$1,567,214 is hereby adopted.

Section 8. The Economic Recovery Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$50,000 is hereby adopted.

Section 9. The Permanent Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$280,000 is hereby adopted.

Section 10. The Debt Service Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$272,750 is hereby adopted.

Section 11. The Residential Construction Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$165,500 is hereby adopted.

Section 12. The Industrial Construction Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$15,000 is hereby adopted.

Section 13. The Sewer Utility Enterprise Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$431,917 is hereby adopted.

Section 14. The Sanitation Enterprise Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$616,439 is hereby adopted.

Section 15. The Electric Utility Enterprise Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$3,929,584 is hereby adopted.

Section 16. The Water Utility Enterprise Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$650,841 is hereby adopted.

Section 17. The Port & Harbor Enterprise Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$1,072,289 is hereby adopted.

Section 18. The Hospital Legacy Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$62,512 is hereby adopted.

Section 19. The Capital Improvement Project Fund Budget, for the Fiscal Year 2020-2021, in the amount of \$1,119,658 is hereby adopted.

Section 20. A copy of the final budget, as approved, is attached hereto and adopted by reference.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 23rd DAY OF JUNE, 2020.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST:_____
Kim Lane, MMC, Borough Clerk

City and Borough of Wrangell Alaska



Fiscal Year 2021 Budget

ACKNOWLEDGEMENTS

MAYOR

Stephen Prysunka

ASSEMBLY MEMBERS

Ann Morrison

Patty Gilbert

Julie Decker

Ryan Howe

David Powell

Mya DeLong

On behalf of

Lisa Von Bargaen, Borough Manager

This budget was prepared with assistance from the City and Borough of Wrangell's dedicated professional management team, including:

Joyce Mason, Finance Director

Carol Rushmore, Economic Development Director

Kim Lane, Borough Clerk

Tim Bunes, Fire Chief

Thomas Radke, Chief of Police

Amber Al-Haddad, Capital Facilities

Rolland Howell, Director of Public Works

Margaret Villarma, Library Director

Cyni Crary, Museum & Civic Center Manager

Kathleen Thomas, Parks and Recreation Director

Rodney Rhodes, Electrical Superintendent

Greg Meissner, Harbormaster

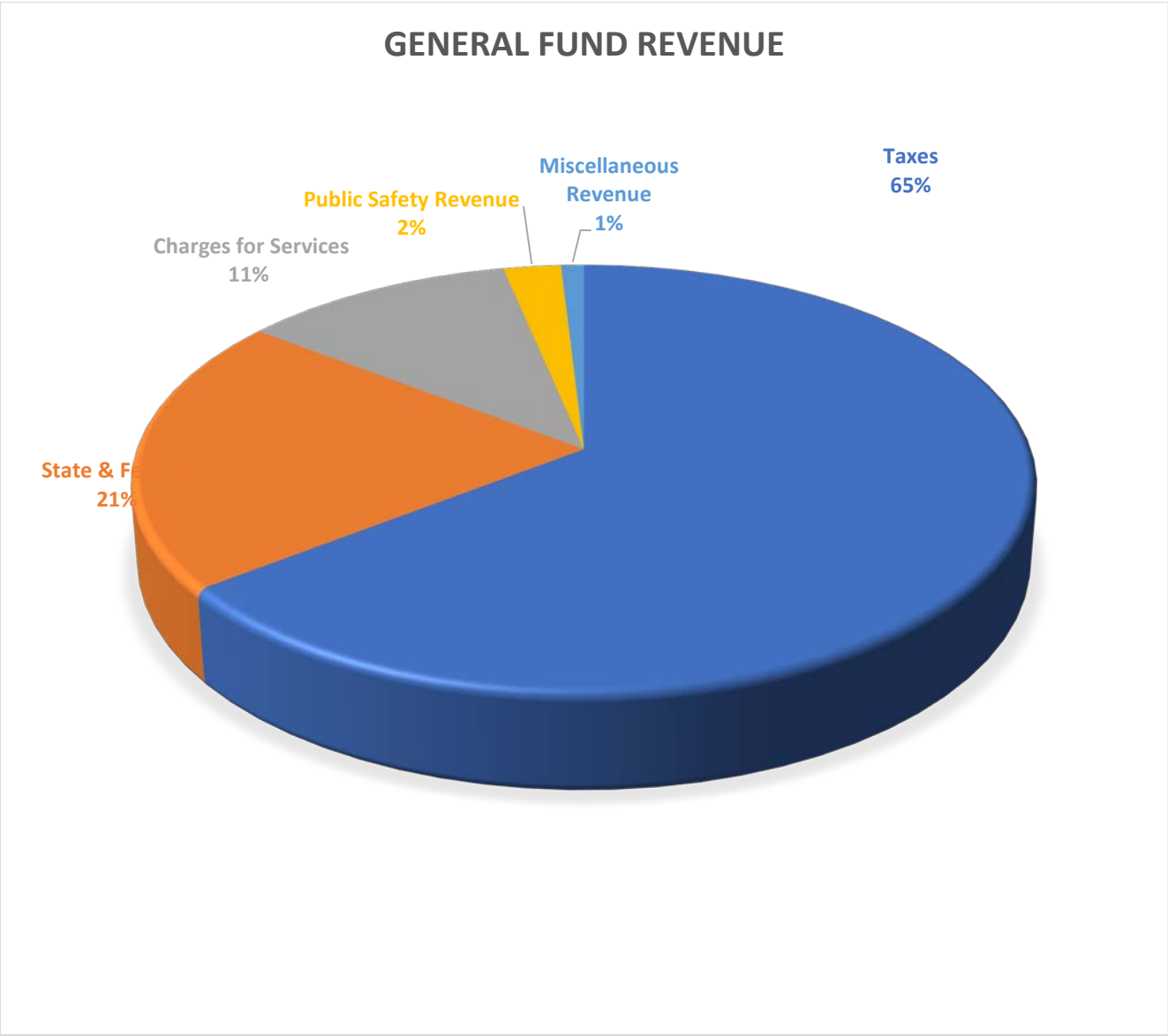
City and Borough of Wrangell
Summary of Funds
2020-2021 Fiscal Year

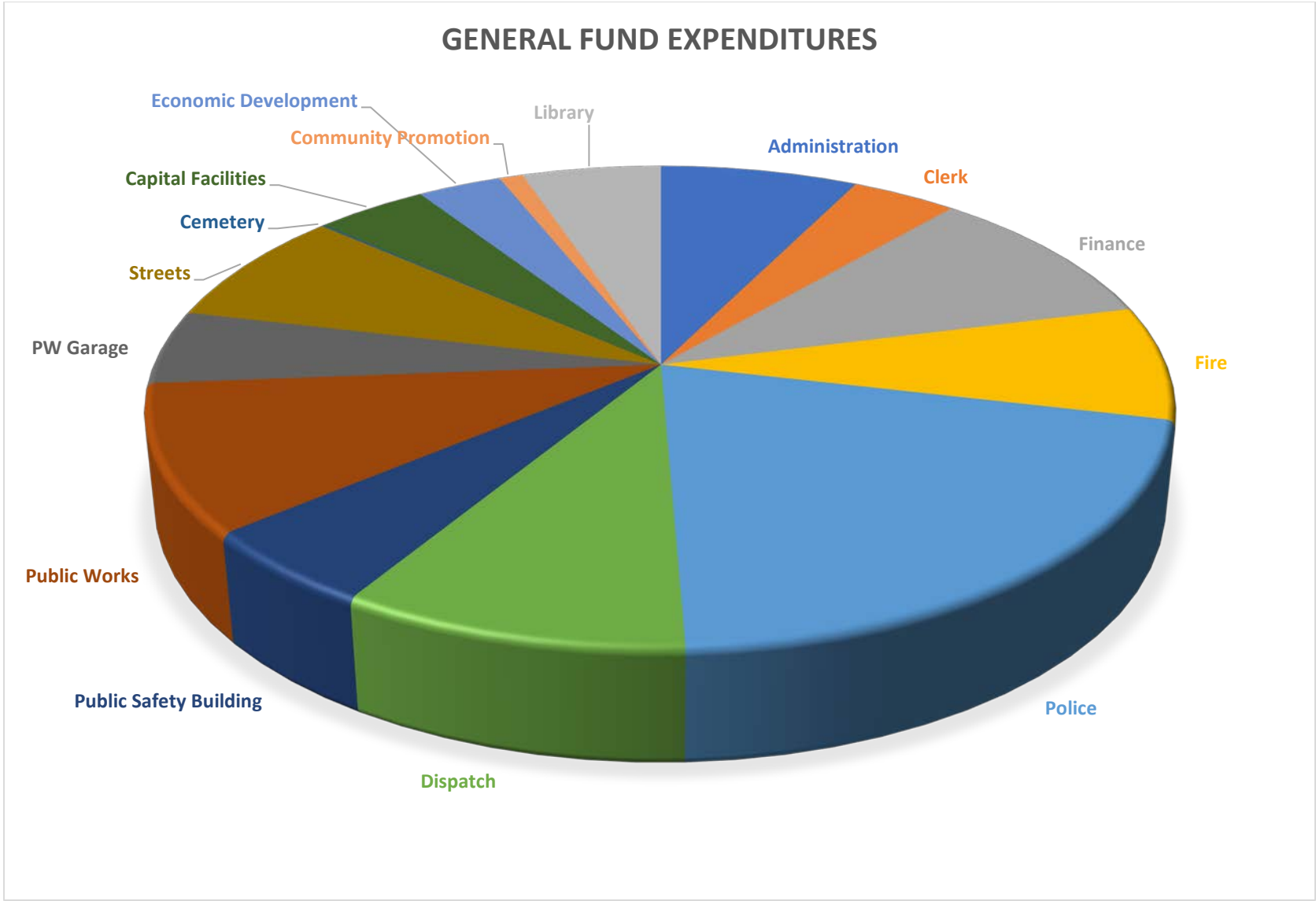
Fund	Estimated Reserves 07/01/2020	2020-2021 Approved Revenue	2020-21 Transfers In	2020-2021 Approved Expenditures	2020-21 Transfers Out	2020-2021 Expected Reserves
General Fund	6,023,231	4,952,714	1,352,314	4,906,932	(961,458)	6,459,868
Nolan Center	-	154,000	268,000	422,000	-	-
Permanent Fund	8,662,968	250,000	-	-	280,000	8,632,968
Sales Tax - GF		1,283,840			1,283,840	-
Sales Tax - Streets Reserve	450,389	75,720	-	100,000	-	430,909
Sales Tax - Schools/Health/Sanitation	1,061,606	530,040	-		397,750	1,192,496
Parks & Recreation	-	114,114	656,236	770,350		-
Secure Rural Schools Fund	2,792,511	887,500	-	1,455,000	112,214	2,112,797
Transient Tax Fund - CVB	172,988	30,000	-	61,116	-	141,872
Transient Tax Fund - CPV	99,895	5,000	-	26,500	-	78,395
Borough Organizational Fund	312,498		-	-	-	312,498
Debt Service Fund	-		272,750	272,750	-	-
Residential Construction Fund	114,494	7,000	50,000	165,500	-	5,994
Industrial Construction Fund	340,070	12,500	-	15,000	-	337,570
Economic Recovery Fund	1,354,445	5,000	-		50,000	1,309,445
Hospital Legacy Fund	333,959			62,512		271,447
Wrangell Municipal Light & Power	4,131,040	4,007,171	-	3,929,584	-	4,208,627
Water Fund	752,150	599,776	-	650,841	-	701,085
Port & Harbors Operating Funds	1,727,417	1,454,244	-	1,072,289	460,697	1,648,675
Sewer Fund	1,241,524	595,057	-	431,917	-	1,404,664
Sanitation Fund	223,679	623,523	-	616,439	-	230,763
Capital Improvement Fund			1,119,658	1,119,658		-
Totals	29,794,864	15,587,198	3,718,957	16,078,388	1,623,042	29,480,073

City and Borough of Wrangell

Fiscal Year Budget

General Fund

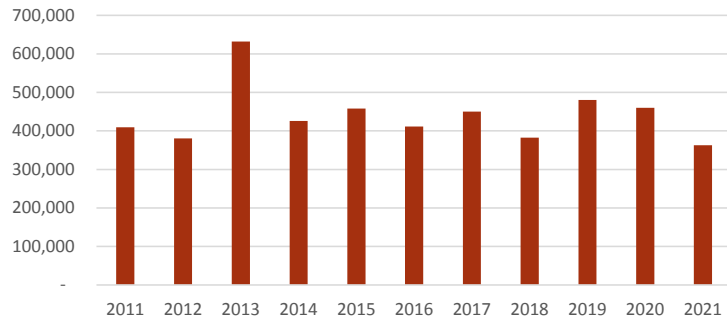




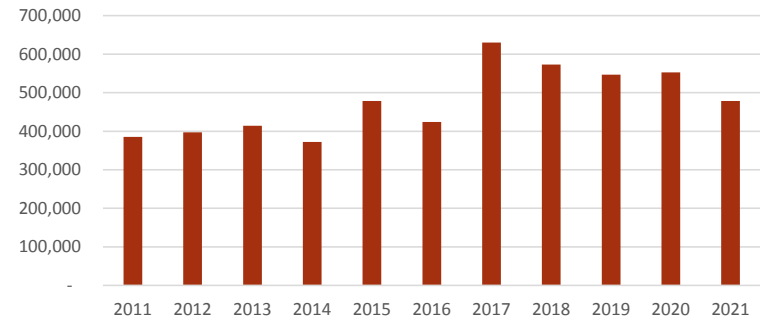
General Fund Departments Expenditures

Item a.

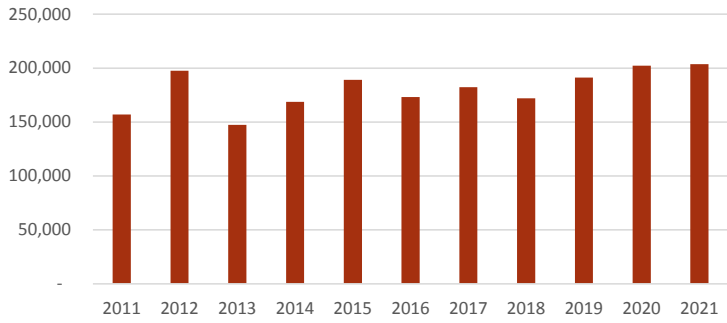
Admininstration



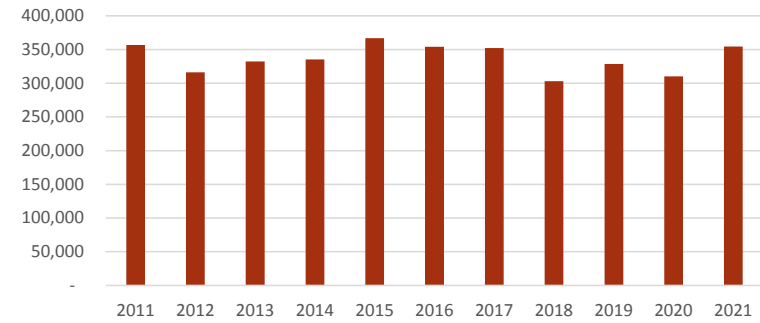
Finance



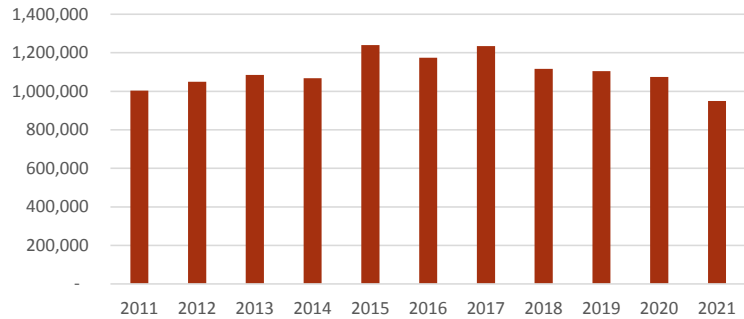
Clerk



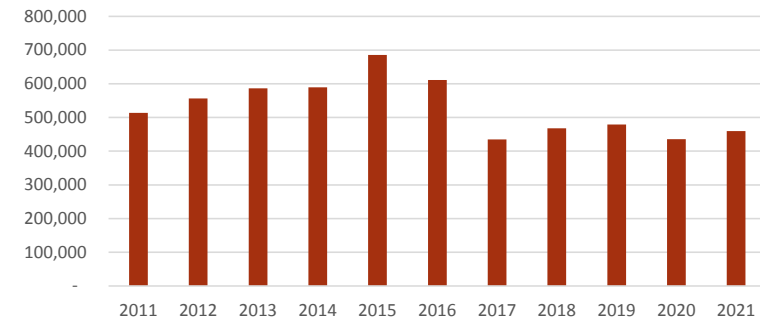
Fire



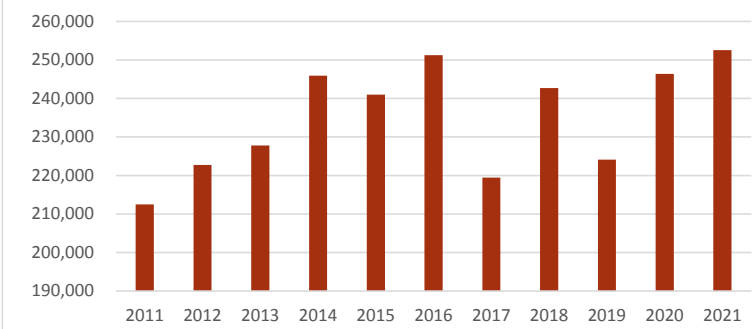
Police



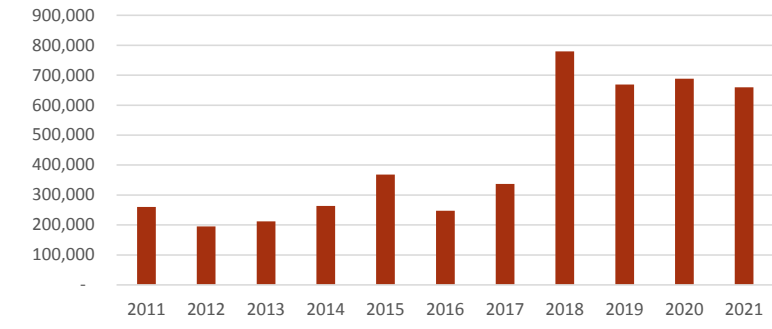
Corrections



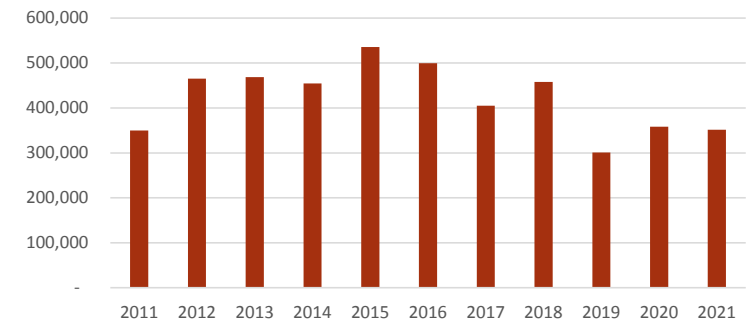
Public Safety Building



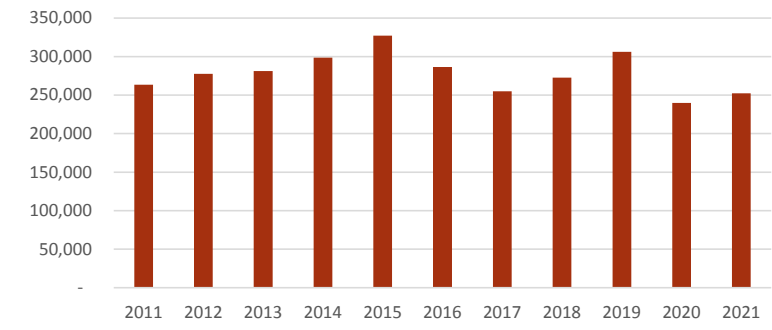
Public Works



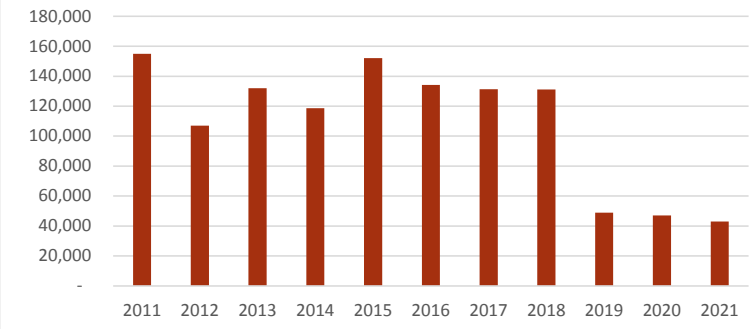
Streets



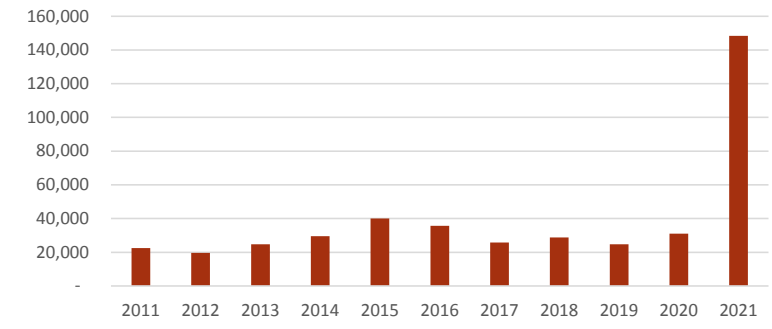
Library



Community Service



Planning/Zoning



	Actual 06/2018	Actual 06/2019	Actual 06/2020	Budget 06/2020	Budget Manager
General Fund Revenues	\$ 5,270,006	\$ 5,508,016	\$ 4,471,105	\$ 5,401,051	\$ 4,952,714
<u>General Fund Expenditures</u>					
Administration	371,860	480,599	377,802	647,135	360,745
Clerk	171,694	191,233	162,569	206,286	192,352
Finance	565,423	547,085	474,954	672,380	477,130
Fire	283,993	328,414	289,044	432,633	376,534
Police	1,057,938	1,104,422	825,356	1,036,174	1,015,325
Dispatch	467,983	478,822	155,478	583,295	459,642
Public Safety Building	199,383	224,089	163,388	462,277	252,520
Public Works	444,912	453,545	443,765	430,699	484,419
PW Garage	93,192	215,702	204,124	173,685	244,127
Streets	458,997	301,066	270,164	338,000	384,000
Cemetery	9,005	2,653	400	61,500	5,000
Capital Facilities		293,275	240,760	197,790	204,559
Economic Development	33,567	24,304	30,530	31,030	153,726
Community Service Organizations	46,607	47,712	20,000	47,000	43,000
Library	297,306	306,208	229,320	303,441	253,853
Total Expenses	4,501,860	4,999,128	3,887,652	5,623,325	4,906,932
Net Position before Transfers	768,146	508,888	583,453	(222,274)	45,782
Transfers					
4920 Transfer from Permanent Fund	250,000	250,000	250,000	250,000	250,000
4925 Transfer from Secure Rural Schools Streets	53,413	49,926			112,314
Transfer from CARES Funds					890,000
Transfer from Sales Tax Streets					100,000
8921 Transfer to Nolan Center	(242,285)		(153,811)	(153,811)	(156,000)
8924 Transfer to Parks & Recreation	(438,246)		(591,569)	(788,758)	(596,236)
Transfer to Debt Service	102,079				
Transfer to Capital Project Fund		(388,000)		(25,000)	(209,223)
Total Transfers	(275,039)	(88,074)	(495,380)	(717,569)	390,856
Excess Revenue Over (Under) Expenditures	493,107	332,740	(407,306)	(1,657,412)	436,637
Estimated Beginning Fund Balance	6,943,733	7,436,840	7,680,643	7,680,643	6,023,231
Estimated Ending Fund Balance	\$ 7,436,840	\$ 7,680,643	\$ 7,273,337	\$ 6,023,231	\$ 6,459,868

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manger FY 2021
<u>Revenue</u>					
Taxes					
4010 Property Taxes	\$ 1,776,325	\$ 1,773,430	\$ 1,808,341	\$ 1,815,186	\$ 1,889,516
4015 Property Tax Penalties & Interest	29,587	21,148	26,430	20,000	20,000
4020 Sales Taxes	1,788,890	1,951,016	1,644,739	1,853,809	1,249,200
4025 Sales Tax Penalties & Interest	15,655	54,115	47,193	15,000	30,000
4125 Marijuana Tax Revenue	-	5,271	1,925	7,000	5,500
4126 Marijuana Tax Penalty & Interest	-	102	0	-	-
Total Taxes	3,610,456	3,805,083	3,528,629	3,710,995	3,194,216
State & Federal					
4101 PERS On-behalf Revenue	66,472	134,818	-	102,000	194,935
4110 Municipal Assistance Revenue	409,223	420,903	409,356	408,276	375,363
4120 Liquor Tax Share Revenue	8,200	10,700	-	8,200	8,200
4190 Shared Fisheries Business Tax Revenue	11,156	-	-	-	-
4030 Payment in Lieu of Taxes	450,546	474,063	20,666	450,000	460,000
Total Intergovernmental	945,596	1,040,485	430,022	968,476	1,038,498
Charges for Services					
4310 Airport Security	29,658	-	-	-	-
4320 Jail Rent Revenue	356,408	371,975	278,981	372,000	372,000
43250 Court Rent Revenue	62,400	62,400	52,000	62,400	62,400
4330 Cemetery Services	5,235	3,170	780	2,500	2,500
4335 Cemetery Plot Sales	1,102	3,105	783	2,500	2,500
4350 911 Surcharge	48,512	47,293	46,118	50,000	50,000
4360 Building Permits	1,000	2,050	1,100	1,500	1,000
4365 Planning & Zoning Permit Revenue	750	850	975	-	1,000
4370 Tideland Lease Revenue	56,076	37,429	29,516	50,000	50,000
4371 Property Lease Revenue	-	-	10,400	-	15,600
4380 Surplus & Material Sales	8,722	-	799	-	-
4385 Public Works Revenue	7,389	-	-	-	-

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manger FY 2021
Total Charges for Services	577,253	528,271	421,451	540,900	557,000
Public Safety Revenue					
44010 Fines & Forfeitures	11,707	19,553	3,737	15,000	17,000
4402 Police Services	4,608	4,447	4,119	5,000	5,000
4403 DMV Services	109,605	100,578	70,203	95,000	95,000
4404 Misc. Animal Control Revenues	421	235	-	1,000	-
4405 Dog Licenses	449	634	390	-	-
4406 Reimbursement of Prisoner Costs	30	-	257	-	-
4407 Postage Reimbursement	-	-	79	-	-
Total Public Safety Revenue	126,820	125,448	78,784	116,000	117,000
Miscellaneous Revenue					
4550 Interest Income	7,802	-	-	35,000	35,000
4590 State Grant Revenue	1,384	-	-	8,900	-
4600 Miscellaneous Revenues	(5,752)	1,775	5,004	2,000	2,000
4601 Insufficient Funds Fees Collected	190	50	-	100	-
4602 Miscellaneous Reimbursement	-	1,025	-	-	-
4604 Miscellaneous Library Revenues	6,161	3,932	1,701	16,680	7,000
4605 Copier Revenues	96	1,947	1,213	2,000	2,000
4606 Ad Revenue	-	-	-	-	-
4607 Garage Charges for Fuel & Service	-	-	4,302	-	-
Miscellaneous Revenue	9,881	8,729	12,220	64,680	46,000
Total General Fund Revenue	\$ 5,270,006	\$ 5,508,016	\$ 4,471,105	\$ 5,401,051	\$ 4,952,714

City & Borough of Wrangell Alaska
Administration
Fiscal Year 2021

		2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
<u>Expenses</u>						
Personnel						
11000 001 6001	Salaries	\$ 196,554	\$ 214,012	\$ 163,405	\$ 220,000	\$ 125,000
11000 001 6100	Personnel Benefits	-	-	-	73,000	50,390
Total Personnel		276,932	297,741	227,046	293,000	175,390
Commodities						
11000 001 7001	Materials & Supplies	1,834	791	1,026	4,000	2,500
Total Commodities		1,834	791	1,026	4,000	2,500
Contractual						
11000 001 7502	Phone/Internet	2,014	1,462	1,674	2,000	830
11000 001 7503	Information Technology	-	-	-	9,300	3,300
11000 001 7505	Travel	6,241	12,811	8,947	18,156	-
11000 001 7506	Publications & Advertising	670	-	135	-	-
11000 001 7507	Memberships & Dues	113	4,776	1,449	4,100	680
11000 001 7508	Insurance	8,636	8,785	11,021	86,079	11,767
11000 001 7513	Training	-	-	-	-	-
11000 001 7519	Professional Services	-	270	8,809	25,000	5,278
11000 001 7520	Legal Services	75,420	72,137	55,837	125,500	95,000
11000 001 7530	Lobbying	-	64,600	55,600	70,000	66,000
11000 001 7576	Contingency	-	10,363	6,258	10,000	-
11000 001 7900	Capital Equipment	-	6,864	-	-	-
Total Contractual		93,094	182,068	149,730	350,135	182,855
Total Expenses		\$ 371,860	\$ 480,599	\$ 377,802	\$ 647,135	\$ 360,745

<u>Detail Description</u>		<u>Quantity</u>	<u>Detail Rate</u>	<u>Detail Amount</u>	<u>Amount</u>
11000 001 611000 Salaries				\$	125,000
11000 001 6101	Employer Tax			1,813	
11000 001 6102	PERS Retirement			27,500	
11000 001 6103	SBS			7,663	
11000 001 6210	Employee Health Benefits			9,572	
11000 001 6222	Workers Compensation			242	
11000 001 6211	Deductible Reimbursement Expense				
	Car Allowance	12.00	300	3,600.00	
Total Personnel Benefits					50,390
11000 001 711000	Materials & Supplies			2,500	2,500
11000 001 7502	Utilities			830	830
11000 001 7503	Information Technology				
	Nixle Annual			3,300	
Total Information Technology					3,300
11000 001 7505	Travel				
	AML Summer	1,667		0	
	SE Conference	1,506		0	
	AML/AMMA	1,724		0	
	SEC Mid Session	1,003		0	
	AML Leg. Fly-in	1,178		0	
	NW Muni Managers	1,617		0	
	Contingency			0	
Total Travel					0
11000 001 7507	Memberships & Dues				
	ICMA	1	400	400	
	AMMA	1	200	200	
	PresenterMedia	1	80	80	
	Misc.	1	0	0	
Total Memberships & Dues					680
11000 001 7508	Insurance Liability & Property				
	City Hall			2,776	

		<u>Detail Description</u>	<u>Quantity</u>	<u>Detail Rate</u>	<u>Detail Amount</u>	<u>Amount</u>
		Cold Storage Facility			3,469	
		Liability			5,522	
Total Insurance Liability & Property						11,767
11000 001 7513	Training					
		AML Summer Mtg	0	150	0	
		SEC Mid Session	0	325	0	
		AML/AMMA	0	475	0	
		SEC Mid Session	0	300	0	
		AML Lig. Fly-In	0	125	0	
		NW Mun Manger	0	350	0	
		Contingency	0	250	0	
Total Training						0
11000 001 7519	Professional Services					
		Pre-Employment Background	40	17	678	
		Checks				
		Pre-Employment Drug	40	115	4,600	
		Screening				
Total Professional Services						5,278
11000 001 7520	Legal Services				95,000	95,000
11000 001 7530	Lobbying					
		State Lobbist	12	3,000	36,000	
		Federal Lobbyist	12	2,500	30,000	
		Manager Lobby Travel	0	2,000	0	
Total Lobbying						66,000
11000 001 7576	Contingency					0
Total:					\$	360,745

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
<u>Expenses</u>					
Personnel					
11000 002 6001 Salaries	75,897	82,216	70,245	91,000	87,000
11000 002 6200 Personnel Benefits	52,036	57,811	43,265	61,911	62,787
Total Personnel	127,933	140,027	113,510	152,911	149,787
Commodities					
11000 002 7001 Materials & Supplies	2,629	6,237	2,098	4,690	7,000
11000 002 7008 Non-capital Equipment	-	-	399	2,250	-
Total Commodities	2,629	6,237	2,497	6,940	7,000
Contractual					
11000 002 7502 Phone/Internet	-	-	-	-	840
11000 002 7503 Information Technology	-	180	1,125	4,005	6,645
11000 002 7505 Travel	14,000	16,040	20,209	15,100	-
11000 002 7506 Publications & Advertising	21,490	22,006	10,853	19,120	19,120
11000 002 7507 Memberships & Dues	-	100	6,322	3,610	5,560
11000 002 7513 Clerk, Mayor, Assembly, & Advisory	-	-	-	-	-
Boards Training					
11000 002 7571 Recording fees	619	329	5	500	300
11000 002 7572 Records preservation	426	983	-	100	100
11000 002 7573 Election Expenses & Supplies	1,856	2,768	5,305	2,000	
11000 002 7574 Municipal code republishing	2,742	2,563	2,743	2,000	3,000
11000 002 7605 Allocated Building Expenses	-	-	-	-	-
Total Contractual	41,132	44,969	46,562	46,435	35,565
Total Expenses	\$ 171,694	\$ 191,233	\$ 162,569	\$ 206,286	\$ 192,352

City & Borough of Wrangell Alaska
Assembly & Clerk Detail
Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 002 6001	Salaries & Wages			85,000	
	Acting Pay			2,000	
	Total Salaries & Wages				87,000
11000 002 6101	Employer Tax			1,305.00	
11000 002 6102	PERS Retirement			19,800	
11000 002 6103	SBS			5,517	
11000 002 6210	Employee Health Benefits			32,991	
11000 002 6211	Deductible Reimbursement Expense			3,000	
	Car Allowance	12.00	250		
11000 002 6222	Workers Compensation			174	
	Total Personnel Benefits				62,787
11000 002 7001	Materials & Supplies				
	Clerk Office Supplies Contingency			2,000	
	Assembly Mtg Refreshments			0	
	Election Supplies & Equipment			5,000	
	Total Materials & Supplies				7,000
11000 002 7008	Non-capital Equipment	0.00	250	0	
	Assy Chromebooks (replacement)				
	Total Non-capital Equipment				0
11000 002 7502	Phone/Internet				
	Clerk Cell Phone	12	70	840	
	Total Phone/Internet				840
11000 002 7503	Information Technology				
	Municode (City Website)	1.00	3,500	3,500	
	Municode (Meetings)	1.00	2,200	2,200	
	Laserfiche (Annual Maintenance Fee)	1.00	945	945	
	Laserfiche Records Mgmt.. Module	0.00	6,000	-	
	Laserfiche Records Mgmt. Annual	0.00	1,200	-	

City & Borough of Wrangell Alaska
Assembly & Clerk Detail
Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
	Total Information Technology				6,645
11000 002 7505	Travel				
	AK Municipal League Summer Mtg (August in Fairbanks)	0	1,725	0	
	SE Conference Annual Mtg (Sept in Haines)	0	2,175	0	
	AK Municipal League Annual Conf - Assy Member (Nov in Anchorage)	0	1,375	0	
	AK Municipal League Annual Conf - Mayor (Nov in Anchorage)	0	1,575	0	
	AK Municipal League Annual Conf - NEO (Nov in Anchorage)		1,645	0	
	AK Municipal League Annual Conf - NEO (Nov in Anchorage)		1,645	0	
	AK Municipal League Winter Legis (Feb in Juneau)	0	1,220	0	
	AK Municipal League Annual Conf (Feb in Juneau)		1,050	0	
	SE Conf Mid-Session Summit (Feb in Juneau)		975	0	
	AK Association of Muni Clerks		1,675	0	
	Laserfiche Empower Conf.	0	1,925	0	
	International Institute of Muni Clerks		1,985	0	
	Total Travel				0
11000 002 7506	Publications & Advertising				
	All Regular Advertising / Publications (Newspaper)	1.00	12000	12,000	
	KSTK Media Distribution	1.00	7120	7,120	
	Total Publications & Advertising				19,120
11000 002 7507	Memberships & Dues				
	AK Conference of Mayors Dues	1.00	50	50	

City & Borough of Wrangell Alaska
 Assembly & Clerk Detail
 Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
	AK Municipal League Dues (Assy/City Admin)	1.00	3,000	3,000	
	AK Association of Municipal Clerks Dues	1.00	75	75	
	International Association of Municipal Clerks	1.00	185	185	
	United Fishermen of Alaska Subscription	1.00	300	300	
	National Association of Counties	1.00	450	450	
	Southeast Conference Dues	1.00	1,500	1,500	
Total Memberships & Dues					5,560
11000 002 7513	Clerk, Mayor, Assembly, & Advisory Boards Training				
	Alaska Municipal League Summer Mtg	0.00	150	0.00	
	Southeast Conference Annual Mtg	0.00	315	0.00	
	Alaska Municipal League Annual Conf	0.00	300	0.00	
	Alaska Municipal League Annual Conf & ACoM (Mayor)		425	0	
	Alaska Municipal League Annual Conf & NEO		500	0	
	Alaska Municipal League Annual Conf & NEO		500	0	
	Alaska Municipal League Winter Legis		150	0	
	Alaska Municipal League Winter Legis	0.00	150	0	
	Southeast Conference Mid-Session Summit		310	0	
	Alaska Association of Muni Clerks		625	0	
	Laserfiche Empower Conf	0.00	0	0	
	International Institute of Muni Clerks		660	0	
Total Clerk, Mayor, Assembly, & Advisory Boards Training					0
11000 002 7571	Recording fees				
	District Recorder Fees (plats, assignments, etc.)	1.00	300.00	300.00	
Total Recording fees					300
11000 002 7572	Records preservation				
	Acid Free Bound Books	1.00	100	100.00	
Total Records preservation					100

City & Borough of Wrangell Alaska
Assembly & Clerk Detail
Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 002 7574	Municipal code republishing				
	Codification of Ordinances & Resolutions	1.00	3000	3000.00	
Total Municipal code republishing					3,000
Total:				\$	192,352

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Personnel					
11000 003 6001 Salaries	\$ 271,496	\$ 270,274	\$ 226,590	\$ 248,050	\$ 243,264
11000 003 6200 Personnel Benefits	164,019	160,128	122,237	154,980	147,343
Total Personnel	435,515	430,402	348,827	403,030	390,607
Commodities					
11000 003 7001 Materials & Supplies	28,823	13,128	9,858	15,000	8,550
11000 003 7002 Facility Repair & Maintenance	2,125	2,997	4,929	4,750	3,000
11000 003 7004 Postage & Shipping	4,256	11,484	10,362	14,000	12,000
11000 003 7008 Non-capital Equipment		21,717	11,405	29,300	3,000
11000 003 7009 Equipment Repair & Maintenance	8,094	3,709	1,492	5,000	3,000
11000 003 7110 Custodial Supplies	2,627	2,661	273	-	
11000 003 7011 Equipment Rental Expense	566	566	1,375	-	
Total Commodities	46,491	56,262	39,694	68,050	29,550
Contractual					
11000 003 7501 Utilities	14,051	13,702	9,816	15,000	5,424
11000 003 7502 Phone/Internet	9,653	12,556	9,638	15,000	12,000
11000 003 7503 Information Technology	26,137	30,415	19,382	110,000	74,640
11000 003 7505 Travel	-	3,962	11,065	5,000	-
11000 003 7506 Publications & Advertising	-	8,736	742	-	
11000 003 7507 Finance Memberships & Dues	-	-	95	-	
11000 003 7508 Insurance	-	-	870	-	4,788
11000 003 7509 Bank & Credit Card Fees	44,946	-	35,117	-	45,000
11000 003 7513 Training					-
11000 003 7540 Auditing Services	62,246	68,791	30,660	55,000	60,000
11000 003 7550 Property Assessment Services	92,759	72,395	24,975	72,000	75,000
11000 003 7560 Financial Services Contractual	-	-	750	-	
11000 003 7562 Penalties & Interest	-	-	20,318	-	
11000 003 7603 Charges from Finance	(168,200)	(168,200)	(113,336)	(170,000)	(256,726)
11000 003 7621 Public Works Labor Charges	1,827	-	-	-	
11000 003 7629 Charges from Capital Facilities	-	7,057	3,591	56,300	36,847
11000 003 7900 Capital Expenditures	-	11,008	32,527	43,000	-
11000 003 7980 Bad Debt Expense	-	-	223	-	
Total Contractual	83,417	60,421	86,434	201,300	56,973
Total Expenditures	\$ 565,423	\$ 547,085	\$ 474,954	\$ 672,380	\$ 477,130

Account		Quantity	Detail Rate	Detail Amount	Amount
11000 003 6001	Salaries			95,680	
11000 003 6110	Hourly Wages			139,834	
11000 003 6005	Overtime			7,750	
	Total Salaries & Wages				243,264
11000 003 6101	Employer Tax			3,527	
11000 003 6102	PERS Retirement			72,979	
11000 003 6103	SBS			14,912	
11000 003 6210	Employee			54,854	
1000 003 6220	Life Insurance			600	
11000 003 6222	Workers Compensation			470	
	Total Personnel Benefits				147,343
11000 003 7001	Materials & Supplies				
	Paper	30.00	25	750	
	Misc. office	1.00	7200	5,000	
	Custodian Supplies		2800	2,800	
	Total Materials & Supplies				8,550
11000 003 7002	Facility Repair &			3,000	3,000
11000 003 7004	Postage & Shipping				
	Postage	12.00	1000	12,000	
	Total Postage & Shipping				12,000
11000 003 7008	Non Capital Equipment				
	Monitors, Computers	2.00	1500	3,000	
	Total Non Capital Equipment				3,000
11000 003 7011	Equipment Rental				
	Postage Machine	12.00	250	3,000	
	Total Equipment Rental				3,000
11000 003 7501	Utilities				
	Water	12.00	45	540	
	Sewer	12.00	45	540	
	Garbage	12.00	112	1,344	
	Light	12.00	250	3,000	
	Total Utilities				5,424
11000 003 7502	Phone & Internet				
	Internet	12.00	500	6,000	
	Phone	12.00	500	6,000	
	Total Phone & Internet				12,000

Account		Quantity	Detail Rate	Detail Amount	Amount
11000 003 7503	Information Technology				
	Cloud Backup	12.00	500	6,000	
	AccuFund	1.00	12500	12,500	
	Managed Services	12.00	4345	52,140	
	File maker MARS	1.00	4000	4,000	
	Total Information Technology				74,640
11000 003 7505	Travel				
	Alaska Air Anchorage AGFOA	0.00	560	0	
	AGFOA Hotel	0.00	480	0	
	Total Travel				0
11000 003 7509	Credit Card Fees				45,000
11000 003 7513	Training				
	AGFOA	0.00	300	0	
	Total Training				0
11000 003 7508	Insurance Liability				4,788
11000 003 7540	Auditing Services				
	BDO	1.00	60000	60,000	
	Total Auditing Services				60,000
11000 003 7550	Assessment Services				
	Property Assessment	1.00	70000	70,000	
	Special Assessments	1.00	5000	5,000	
	Total Assessment Services				75,000
11000 003 7603	Charges from Finance				
	Account Generalist	-0.50	91,710	(45,855)	
	Accounting Clerk	-0.50	67,683	(33,842)	
	Accounting Clerk (Utility)	-0.80	70,575	(56,460)	
	Finance Director	-0.30	151,899	(45,570)	
	Audit			(30,000)	
	Credit Card Fees			(45000)	
	Total Charges from Finance				(256,726)
11000 003 7629	Charges from Capital Facilities				
	City Hall Maintenance	1.00	15000	15,000	
	City Hall Custodian	1.00	21847.44	21,847	
	Total Charges from Capital Facilities				36,847
Total Expenditures					\$ 477,130

Allocation to Enterprise Funds		Audit	CC Fees	
Power & Light	36,303	6000	29283	
Harbors	26,530	6000		
Water	36,303	6000	5332	
Sewer	36,303	6000	8800	
Solid Waste	36,303	6000	1586	
	171,744	30000	45001	

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Personnel					
11000 012 6001 Salaries & Wages	88,854	85,090	81,925	110,000	\$ 103,185
11000 012 6100 Personnel Benefits	64,691	78,790	61,370	79,570	80,333
Total Personnel	153,545	163,880	143,295	189,570	183,518
Commodities					
11000 012 7001 Materials & Supplies	4,202	9,895	2,295	10,000	15,500
11000 012 7008 Non-capital Equipment	-	1,266	5,611	7,500	7,500
11000 012 7009 Equipment Repair & Maintenance	39,750	4,528	2,281	14,000	13,700
11000 012 7010 Vehicle Maintenance	38,997	37,144	16,129	35,000	16,000
11000 012 7100 Uniform, Gear & Clothing Allowance	944	54,623	-	11,000	10,125
11000 012 7110 Fire Prevention & Education	602	1,166	175	2,000	1,000
11000 012 7111 Volunteer Firefighter Insurance	-	-	-	12,600	23,000
11000 012 7112 Contribution for Fire Calls	5,500	5,500	-	5,500	6,500
11000 012 7113 Fire Substation Expenses	1,744	278	2,574	5,000	5,500
Total Commodities	91,739	114,399	29,065	102,600	98,825
Contractual					
11000 012 7501 Utilities	10,573	10,237	8,385	10,000	12,000
11000 012 7502 Phone & Internet	6,239	7,657	5,434	7,100	8,994
11000 012 7503 Information Technology	-	-	-	-	-
11000 012 7505 Travel	2,494	11,937	6,213	10,000	-
11000 012 7508 Insurance	13,903	28,448	4,568	8,263	9,197
11000 012 7513 Training	-	-	-	-	-
11000 012 7590 Grant Expenditures	-	(8,144)	-	-	-
11000 012 7622 Charges from Garage	-	-	3,602	-	10,000
11000 012 7629 Fire Charges from Capital Facilities	-	-	425	-	2,000
Total Contractual	33,209	50,135	28,627	35,363	42,191
11000 012 7900 Capital Equipment	5,500	-	88,057	105,100	52,000
Total Expenditures	\$ 283,993	\$ 328,414	\$ 289,044	\$ 432,633	\$ 376,534

Account		Quantity	Detail Rate	Detail Amount	Amount
11000 11000 012	Salaries & Wages			91,685	
	Overtime			11,500	
	Total Salaries & Wages				103,185
11000 012 6101	Employer Tax			1,496	
11000 012 6102	PERS Retirement			30,955	
11000 012 6103	SBS			6,325	
11000 012 6210	Employee Health Benefits			36,434	
11000 012 6220	Life Insurance			296	
11000 012 6222	Workers Compensation			4,826	
	Total Personnel Benefits				80,333
11000 012 7001	Materials & Supplies				
	Office Supplies (paper, pens, printer ink, staples,			2,000	
	Firefighting Foam	10.00	500	5,000	
	Hazmat Response Supplies			1,000	
	Cleaning Supplies (vehicle, laundry, building)			2,500	
	Equipment Blades/Chains			1,000	
	Firefighting Appliances(nozzles, gated wye, etc..)			1,000	
	Firefighting Hardware(fittings, hose, wrenches)			2,000	
	Batteries (c123, 9V, AA, 6V)			1,000	
	Total Materials & Supplies				15,500
11000 012 7008	Non-capital Equipment				
	Radio repeaters			7500	
	Total Non-capital Equipment				7,500
11000 012 7009	Equipment Repair & Maintenance				
	Radio Maintenance			1000	
	Small Engine Repairs(trash pump, high pressure			1000	
	Ladder Testing			4000	
	Compressor Maintenance			500	
	Monitor Calibration			500	
	Extractor Repair			500	
	Emergency Handlight Repairs			500	
	Hose and appliance repair			1500	
	Confined space equipment maintenance (harness			1000	
	Cylinder hydrostatic tests			1200	
	Equipment Blades and chains			2000	
	Total Equipment Repair & Maintenance				13,700

Account		Quantity	Detail Rate	Detail Amount	Amount
11000 012 7010	Vehicle Maintenance				
	Fuel			2,000	
	Equipment	1		14000	
	Total Vehicle Maintenance				16,000
11000 012 7100	Uniform, Gear & Clothing Allowance				
	Turnouts	1	3000	3,000	
	Hoods	15	125	1,875	
	Helmets	15	350	5,250	
	Total Uniform, Gear & Clothing Allowance				10,125
11000 012 7110	Fire Prevention & Education				1,000
11000 012 7111	Volunteer Accident Hospital Insurance				23,000
11000 012 7112	Contribution for Fire Calls				6,500
11000 012 7113	Substation Maintenance				5,500
11000 012 7501	Utilities Shoemaker Fire Station	12	1000	12,000	12,000
11000 012 7505	Phone & Internet				
	Internet	12	265	3,180	
	Phone 7 Lines & Sirens Signal			5,814	
	Total Phone & Internet				8,994
11000 012 7505	Travel				
	State Fire Conference	0	5,500		
	State EMS Conference				
	MOI/Fire Instructor Course				
	Total Travel				0
11000 012 7508	Insurance				9,197
11000 012 7513	Training				
	State Fire Conference	0	400	0	
	State EMS Conference		750		
	MOI/Fire Instructor Course		300		
	Total Training				0
11000 012 7629	Charges from Capital Facilities				2,000
11000 012 7622	Charges from Garage			10,000	10,000
11000 012 7900	Capital Equipment				
	Air Compressor Block Equipment			17,000	
	SCBA Units	5	7,000	35,000	
	Total Capital Equipment				52,000
	Total Expenditures				\$ 376,534

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures					
Personnel					
11000 013 6000 Salaries & Wages	\$ 572,762	\$ 572,287	\$ 440,155	\$ 505,370	\$ 540,007
11000 013 6100 Personnel Benefits	281,218	296,680	196,528	273,155	286,276
Total Personnel	853,980	869,147	638,264	778,525	826,283
Commodities					
11000 013 7001 Materials & Supplies	8,962	20,615	8,253	13,500	11,000
11000 013 7008 Non Capital Equipment					2,000
11000 013 7009 Equipment Repair & Maintenance	-	3,366	5,593	4,000	4,000
11000 013 7010 Vehicle Maintenance	41,658	19,972	12,128	25,000	12,000
11000 013 7012 Boat Maintenance & Repair	1,309	1,091	32	10,000	5,000
11000 013 7014 Vehicle Impound Expenses	-	-	-	2,000	4,000
11000 013 7101 Criminal History				750	
11000 013 7100 Uniform, Gear & Clothing Allowance	4,555	2,875	2,625	5,300	10,000
11000 013 7103 Ammunition	7,162	5,877	-	7,500	7,500
11000 013 7104 Special Investigations	1,675	3,516	1,585	2,500	2,500
11000 013 7105 Animal Control Expenses	1,977	815	287	2,500	2,500
Total Commodities	67,298	58,126	30,503	73,050	60,500
Contractual					
11000 013 7502 Phone/Internet	14,757	16,398	13,057	15,000	16,424
11000 013 7503 Information Technology	-	3,667	814	8,000	8,000
11000 013 7505 Travel	17,725	26,807	33,144	39,750	5,373
11000 013 7506 Publications & Advertising	154	1,094	2,080	500	500
11000 013 7507 Memberships & Dues	-	263	26	-	
11000 013 7508 Insurance	30,837	19,982	16,147	5,149	25,745

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
11000 013 7515 Permits, Inspections, Compliance	125	-	816	-	
11000 013 7519 Professional Services	-	-	128	-	
11000 013 7622 Charges from Garage	-	-	2,700	-	4,800
11000 013 7701 State DMV Services	72,532	68,388	44,019	65,000	66,500
11000 013 7702 State of Alaska Share of Citations	530	1,020	-	1,200	1,200
Total Contractual	136,661	137,617	112,932	134,599	128,542
11000 013 7900 Capital Expenditures	2,525	39,531	48,311	50,000	-
Total Expenditures	\$ 1,057,938	\$ 1,104,422	\$ 825,356	\$ 1,036,174	\$ 1,015,325

City & Borough of Wrangell Alaska
 Police Detail
 Fiscal Year 211000 013

Account		Detail Amount	Amount
11000 013 6000	Salaries & Wages		
11000 013 6001	Salaries	117,176	
11000 013 6002	Temporary Wages		
11000 013 6003	Hourly Wages	366,549	
11000 013 6004	Part Time Wages		
11000 013 6005	Overtime	56,283	
	Total Salaries & Wages		540,007
11000 013 6101	Employer Tax	7,830	
11000 013 6102	PERS Retirement	162,002	
11000 013 6103	SBS	33,102	
11000 013 6210	Employee Health Benefits	70,431	
11000 013 6220	Life Insurance	887	
11000 013 6222	Workers Compensation	12,023	
	Total Personnel Benefits		286,276
11000 013 7001	Materials & Supplies		
	Drug Tests, Psych Evals	4000	
	Office Supplies	2000	
	Community Out Reach	3000	
	Officer Supplies, Etc.	2000	
	Total Materials & Supplies		11,000
11000 013 70503	Information Technology		
	Case Reporting	2500	
	System, Voice Recorder	3000	
	Maint. On Video System	2500	
	Total Information Technology		8,000
11000 013 7008	Non Capital Equipment		
	Tasers	4	500
		2000	
	Total Non Capital Equipment		2,000

City & Borough of Wrangell Alaska
Police Detail
Fiscal Year 211000 013

Account			Detail Amount	Amount
11000 013 7009	Equipment Repair & Maintenance			
	Breath Tester, Radar Units, Radios		2000	
	In-Car Cameras		2000	
	Total Equipment Repair & Maintenance			4,000
11000 013 7010	Vehicle Repair & Maintenance			12,000
11000 013 7012	Boat/Other Transportation			
	Fuel, oil, anti-freeze, zincs, flare kit		2500	
	Boat Maintenance		2500	
	Total Boat/Other Transportation			5,000
11000 013 7014	Vehicle Impound			
	Towing Fees		4,000	
	Total Vehicle Impound			4,000
11000 013 7102	Uniform Allowance/PPE			
	Vest	4	1000	4000
	Uniform Allowance	6	1,000	6000
	Total Uniform Allowance/PPE			10,000
11000 013 7103	Ammunition			
	Ammunition		6,000	
	Target & Stands		1,500	
	Total Ammunition			7,500
11000 013 7104	Special Investigations			
	Assault Kits		2,500	
	Drug Investigations			
	Total Special Investigations			2,500
11000 013 7105	Animal Control			
	Food, Euthenazia Supplies, Vet Visits			
	Cleaning Supplies		2,500	

City & Borough of Wrangell Alaska
Police Detail
Fiscal Year 211000 013

Account		Detail Amount	Amount
	Total Animal Control		2,500
11000 013 7502	Phone and Internet		
	Internet	1,903	
	Phone Lines	11500	
	Cell Phones	3021	
	Total Phone and Internet		16,424
11000 013 7505	Travel & Training		
	DMV Training	5373	
	Interview & Interrogation School	1300	
	Total Travel & Training		5,373
11000 013 7506	Publications Expense		
	Misc Advertising	500	
	Total Publications Expense		500
11000 013 7508	Insurance		
	Vehicles	7,120	
	Liability	18,625	
	Total Insurance		25,745
11000 013 7622	Charges from Garage		
	Police Vehicles Labor Maintenance	4,800	
	Total Charges from Garage		4,800
11000 013 7701	State Portion Of DMV		
	70% of Each DMV Transaction	66,500	
	Total State Portion Of DMV		66,500
11000 013 7702	State Portion Of Citations		
	Citation Fee to APS	1,200	
	Total State Portion Of Citations		1,200
11000 013 7900	Capital Equipment		
	Used Forest Service Police Vehicle	0	
	Total Capital Equipment		-
	Total Expenditures		\$ 1,015,325

City & Borough of Wrangell Alaska
 Corrections & Dispatch
 Fiscal Year 2021

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures					—
Personnel					
11000 014 6000 Salaries & Wages	\$ 281,934	\$ 280,970	\$ 25,315	\$ 323,280	\$ 272,717
11000 014 6100 Personnel Benefits	176,930	187,013	119,927	220,415	171,926
Total Personnel	458,864	467,983	145,242	543,695	444,642
Commodities					
11000 014 7001 Materials & Supplies	141	1,799	54	3,500	3,500
11000 014 7106 Prisoner Meals	7,478	8,438	9,598	10,000	10,000
Total Commodities	7,619	10,238	9,652	13,500	13,500
Contractual					
11000 014 7502 Phone/Internet	1,500	250	-	1,500	1,500
11000 014 7505 Travel	-	351	584	24,600	
Total Contractual	1,500	601	584	26,100	1,500
Total Expenditures	\$ 467,983	\$ 478,822	\$ 155,478	\$ 583,295	\$ 459,642

City & Borough of Wrangell Alaska
Dispatch Detail
Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 014 6003	Hourly Wages			238,341	
11000 014 6005	Overtime			34,376	
Total Wages					272,717
11000 014 6101	Employer Tax			3,954	
11000 014 6102	PERS Retirement			81,815	
11000 014 6103	SBS			16,718	
11000 014 6210	Employee Health Benefits			62,628	
11000 014 6220	Life Insurance			739	
11000 014 6222	Workers Compensation			6,072	
Total Personnel Benefits					171,926
11000 014 7001	Materials & Supplies			0.00	3,500
11000 014 7106	Prisoner Meals			0.00	10,000
11000 014 7502	Phone	Internet		0.00	1,500
Total Expenditures					\$ 459,642

City & Borough of Wrangell Alaska
Public Safety Building
Fiscal Year 2021

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures					
Personnel					
Commodities					
11000 015 7001 Materials & Supplies	213	5	62	-	
11000 015 7002 Facility Repair & Maintenance	24,645	34,084	41,199	56,000	35000
11000 015 7003 Custodial Supplies	2,451	2,255	809	3,000	2,500
11000 015 7009 Equipment Repair & Maintenance	-	-	-	-	
Total Commodities	27,309	36,345	42,070	59,000	37,500
Contractual					
11000 015 7501 Utilities	88,207	119,711	76,940	120,000	110,000
11000 015 7502 Phone/Internet	537	321	380	600	1,980
11000 015 7508 Insurance	8,293	13,442	-	9,677	14,079
11000 015 7510 Engineering	-	7,901	7,070	-	
11000 015 7621 Public Works Labor Charges	46,495	4,459	-	2,500	
11000 015 7629 Charges from Capital Facilities	-	28,731	28,202	82,500	88,961
Total Contractual	143,532	174,566	112,591	215,277	215,020
11000 015 7900 Capital Expenditures	28,543	13,178	8,727	188,000	-
Total Expenditures	\$ 199,383	\$ 224,089	\$ 163,388	\$ 462,277	\$ 252,520

City & Borough of Wrangell Alaska
Public Safety Building Detail
Fiscal Year 2021

<u>Account</u>	<u>Detail Description</u>	<u>Quantity</u>	<u>Detail Rate</u>	<u>Detail Amount</u>	<u>Amount</u>
11000 11000 015	Facility Repair & Maintenance	1	35,000	35,000	35,000
11000 015 7003	Custodial Supplies	1	2,500	2,500	2,500
11000 015 7501	Utilities	1	110,000	110,000	110,000
11000 015 7502	Phone Internet	12	165	1,980	1,980
11000 015 7508	Property Insurance				14,079
11000 015 7629	Charges from Capital Facilities				88,961
	Maintenance			60,000	
	Custodial			28,961	
Total:					\$ 252,520

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures					
Personnel					
11000 021 6000 Salaries & Wages	472,431	372,119	244,391	380,600	378,970
11000 021 6100 Personnel Benefits	259,623	244,528	144,758	251,600	262,312
Total Personnel	732,054	616,647	389,149	632,200	641,282
Commodities					
11000 021 7001 Materials & Supplies	10,010	8,705	2,264	4,000	2,900
11000 021 7002 Facility Repair & Maintenance	4,201	731	317	1,000	1,000
11000 021 7009 Equipment Repair & Maintenance	-	-	-	-	-
11000 021 7010 Vehicle Maintenance	2,310	7,463	1,137	-	6,740
11000 021 7018 Miscellaneous Tools	299	3,256	-	1,000	1,000
11000 021 7100 Uniform, gear & clothing allowance	2,786	1,819	720	2,600	3,000
Total Commodities	19,606	21,974	4,438	8,600	14,640
Contractual					
11000 021 7502 Phone & Internet	9,197	6,698	4,675	7,000	6,000
11000 021 7503 Information Technology	-	-	1,209	4,000	
11000 021 7505 Travel	1,050	1,651	3,276	5,388	-
11000 021 7506 Publications & Advertising	-	1,763	-	-	
11000 021 7508 Insurance	9,010	4,377	9,388	11,511	27,347
11000 021 7515 Permits, Inspections & Compliance	-	-	14	-	
11000 021 7519 Professional Services	290	-	265	-	
11000 021 7621 Public Works Labor Charges	(384,075)	(207,919)	(46,409)	(320,000)	(216,850)
11000 021 7622 Charges from Garage					4,000
11000 021 7629 Charges from Capital Facilities	-	8,355	-	2,000	8,000
Total Contractual	(364,529)	(185,076)	(27,582)	(290,101)	(171,503)
11000 021 7900 Capital Expenditures	57,782	-	77,760	80,000	-
Total Capital	57,782	-	77,760	80,000	-
Total Expenditures	\$ 444,912	\$ 453,545	\$ 443,765	\$ 430,699	\$ 484,419

Account	Detail Description	Detail Quantity Rate	Detail Amount	Amount
11000 021 6001	Salaries & Wages		82,488	
11000 021 6002	Temporary Wages		20,739	
11000 021 6003	Hourly Wages		230,796	
11000 021 6004	Part Time Wages		22,828	
11000 021 6005	Overtime		22,119	
	Total Salaries & Wages			378,970
11000 021 6101	Employer Tax		5,495	
11000 021 6102	PERS Retirement		107,469	
11000 021 6103	SBS		23,231	
11000 021 6210	Employee Health Benefits		110,319	
11000 021 6220	Life Insurance		887	
11000 002 6211	Deductible Reimbursement Expense (Vehicle Allowance)		3,000	
11000 021 6222	Workers Compensation		11,910	
	Total Personnel Benefits			262,312
11000 021 7001	Materials & Supplies			
	Office supplies			
	Wrangell cleanup day supplies			
	Field supplies, tape measures, thermometers, paint, etc.		2,900	
	Total Materials & Supplies			2,900
11000 021 7002	Facility Repair & Maintenance			
	Contingency		1,000	
	Total Facility Repair & Maintenance			1,000
11000 021 7009	Equipment Repair & Maintenance		0.00	-
	Maintenance and repairs Plans/As Built copiers			
11000 021 7010	Vehicle Maintenance		6,740	6,740
11000 021 7018	Miscellaneous Tools			
	Flashlights, Pliers		1,000	
	Total Miscellaneous Tools			1,000
11000 021 7100	Uniform, Gear & Clothing Allowance & PPE			
	Hi Gear Rain wear	4.00 300	1,200	
	Allowance	4.00 400	1,600	
	Misc PPE		200	
	Total Uniform, Gear & Clothing Allowance & PPE			3,000

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 021 7502	Phone & Internet			6,000	6,000
11000 021 7505	Travel				-
11000 021 7508	Insurance				
	Liability			7,831	
	Property			12,962	
	Auto & Equipment			6,554	
	Total Insurance				27,347
11000 021 7522	Charges form Garage				4,000
11000 021 7629	Charges From Capital Facilities				8,000
11000 021 7521	Charges to Other Departments				(216,850)
11000 021 7900	Equipment				
	Used Truck for Director (on Hold till Vehicle Plan developed in August 2020)				-
Total:				\$	484,419

Charges to Other Departments

Streets	130,000
Cemetery	3,000
Water	61,750
Wastewater	19,500
Sanitation	2,600
Total	216,850

	2018 Actual	2019 Actual	YTD Actual 05/ 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures					—
Personnel					
11000 022 6000 Wages	\$ 123,947	\$ 144,242	\$ 94,420	\$ 113,550	\$ 123,228
11000 022 6100 Personnel Benefits	80,052	88,812	70,687	97,590	97,156
Total Personnel	203,999	233,054	165,107	211,140	220,383
Commodities					
11000 022 7001 Materials & Supplies	25,453	15,010	12,698	10,000	7,000
11000 022 7002 Facility Repair & Maintenance	3,048	1,672	5,879	30,000	5,000
11000 022 7003 Custodial Supplies	-	-	-	-	-
11000 022 7006 Software Programming & Licensing	1,428	-	2,383	3,000	7,075
11000 022 7010 Vehicle Maintenance	1,565	-	20	-	1,000
11000 022 7015 Fuel - Automotive	60,052	64,188	63,519	65,000	65,000
11000 022 7017 Fuel - Heating	5,659	2,799	4,083	4,000	5,000
11000 022 7018 Miscellaneous Tools	1,067	2,269	1,742	1,750	3,000
11000 022 7100 Clothing & Gear	-	-	661	1,400	1,600
Total Commodities	98,271	85,938	90,985	115,150	94,675
Contractual					
11000 022 7501 Utilities	23,094	21,940	20,158	20,000	23,000
11000 022 7502 Phone/Internet	-	-	37	-	-
11000 022 7503 Information Technology	-	-	579	-	-
11000 022 7505 Travel	-	2,289	3,060	10,000	-
11000 022 7508 Insurance	1,792	-	1,059	-	-
11000 022 7508 Insurance Liability	-	-	-	-	3,044
11000 022 7515 Health & Safety Permits, Inspections,	-	462	446	-	1,500
Compliance					
11000 022 7519 Garage Professional Services	-	-	140	-	-
11000 022 7621 Public Works Labor Charges	6,757	76	2,782	5,000	1,300
11000 022 7622 Charges from Garage	(241,450)	(131,830)	(112,387)	(220,105)	(107,275)
11000 022 7629 Charges from Capital Facilities	-	3,773	5,227	7,500	-
Total Contractual	(209,808)	(103,290)	(78,900)	(177,605)	(78,431)
11000 022 7900 Capital Expenditures	729.99	-	26,931.52	25,000.00	7,500.00
Total Expenditures	\$ 93,192	\$ 215,702	\$ 204,124	\$ 173,685	\$ 244,127

City & Borough of Wrangell Alaska
Garage Detail
Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 022 6003	Hourly Wages			117,728	
11000 022 6005	Overtime			5,500	
	Total Wages				123,228
11000 022 6101	Employer Tax			1,787	
11000 022 6102	PERS			36,968	
11000 022 6103	SBS			7,554	
11000 022 6210	Employee Health Benefits			47,662	
11000 022 6220	Life Insurance			300	
11000 022 6222	Workers Compensation			2,885	
	Total Personnel Benefits				97,156
11000 022 7001	Materials & Supplies				
	Office supplies			1,000	
	Garage Supplies, absorbent materials, grease, welding supplies, steel oil, antifreeze			4,000	
	Tire Supplies			2,000	
	Total Materials & Supplies				7,000
11000 022 7002	Facility Repair & Maintenance				
	Ventilation Improvements			5000	
	Total Facility Repair & Maintenance				5,000
022 7006	Software Programming & Licensing				
	Caterpillar code diagnosis			2100	
	Chevy & Ford code diagnosis			2975	
	Caterpillar and Ford Software Subscriptions			2,000	
	Total Software Programming & Licensing				7,075
11000 022 7010	Vehicle Maintenance				
	General Maintenance Brakes & Oil Change				
	Total Vehicle Maintenance				1,000

City & Borough of Wrangell Alaska
Garage Detail
Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 022 7015	Fuel - Automotive				
	Gasoline and Diesel Expense for Vehicles and Equipment City Wide			65,000	
	Total Fuel - Automotive				65,000
11000 022 7017	Fuel - Heating				
	Fuel oil to supplement waste oil furnace during extreme cold and maintenance				
	Total Fuel - Heating				5,000
11000 022 7018	Miscellaneous Tools				
	Wrenches	50	20	1,000	
	Sockets	50	20	1,000	
	Grinder	1	500	500	
	Impact Driver	1	500	500	
	Total Miscellaneous Tools				3,000
11000 022 7100	Clothing & Gear				
	Clothing allowance	2	400	800	
	Hi Vis raingear	2	300	600	
	Misc. PPE	1	200	200	
	Total Clothing & Gear				1,600
11000 022 7501	Utilities				
	Water, Sewer, Electric and Garbage				
	Total Utilities				23,000
11000 022 7503	Information Technology				0
11000 022 7505	Travel				0
11000 022 7508	Insurance Liability				3,044
11000 022 7515	Permits, Inspections, Compliance				
	Annual Fire Extinguisher Inspection & Repair			1,500	
	Total Permits, Inspections, Compliance				1,500
11000 022 7621	Public Works Labor Charges				
	Hours charged by PW to help garage winterize equipment	20.00	65	1,300	
	Total Public Works Labor Charges				1,300

City & Borough of Wrangell Alaska
Garage Detail
Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 022 7622	Charges from Garage				(107,275)
11000 022 7900	Capital Equipment				
	Transmission flusher. Flush and refill automatic transmissions on all equipment and vehicles, including emergency vehicles			7,500	
Total Capital Equipment					7,500
Total:					\$ 244,127

Charges from Garage to Other Departments

Fire	10,000
Police	4,800
Public Works/Garage	4,000
Streets	30,000
Sewer	5,000
Water	5,000
Sanitation	12,675
Electric	10,000
Capital Facilities	3,000
Parks	2,800
Harbors	20,000
	107,275

		2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures						
Personnel						
Commodities						
11000 024 7001	Materials & Supplies					
11000 024 7003	Custodial Supplies	4,609	-	-	-	
11000 024 7009	Equipment Repair & Maintenance	-	-	142	-	
11000 024 7010	Vehicle Maintenance	124,067	82,870	57,348	80,000	55,000
11000 024 7011	Equipment Rental Expense	-	3,450	490	10,000	15,000
11000 024 7030	Street Maintenance	50,402	76,703	66,728	100,000	133,000
11000 024 7031	Winter Street Maintenance	32,582	13,705	-	-	
11000 024 7033	Street lighting	2,215	6,011	-	-	
11000 024 7034	Crushed rock expenses	1,618	1,413	1,261	-	
Total Commodities		215,493	184,153	125,969	190,000	203,000
Contractual						
11000 024 7501	Utilities	21,177	21,578	20,559	23,000	21,000
11000 024 7621	Public Works Labor Charges	150,827	93,707	112,471	125,000	130,000
11000 024 7622	Charges from Garage	-	-	11,165	-	30,000
11000 024 7629	Charges from Capital Facilities	-	1,628	-	-	
Total Contractual		172,004	116,913	144,194	148,000	181,000
11000 024 7900	Capital Equipment	71501	-	-		-
Total Expenditures		\$ 458,997	\$ 301,066	\$ 270,164	\$ 338,000	\$ 384,000

City & Borough of Wrangell Alaska
Streets Detail
Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 024 7010	Vehicle Maintenance				55,000
	Replacement parts and tires for Streets Equipment				
11000 024 7011	Equipment Rental Expense				15,000
	Roller			5,000	
	Excavator or Loader as needed			10,000	
11000 024 7030	Street Maintenance Materials & Supplies				133,000
	Contract required meals for staff	1.00	1,000	1,000	
	Mag-Chloride	2.00	25,000	50,000	
	D1 and other materials	2,000	25	50,000	
	Culverts,	10.00	800	8,000	
	Catch Basins	3.00	3,000	9,000	
	Shovels, Wire Mesh, plywood	1.00	10,000	10,000	
	Contractual Street Work	1.00	5,000	5,000	
11000 024 7501	Utilities				21,000
	Street Light Electricity Expense				
11000 024 7621	Public Works Labor Charges				130,000
	Street Maintenance (Hours times hourly rate)	1,500	65	97,500	
	Equipment Repair by PW employees	500	65	32,500	
11000024 7622	Charges from Garage				30,000
11000 024 7900	Capital Expenditures				0
	Used vibratory roller (moved to rental expense)			0	
Total					\$ 384,000

City & Borough of Wrangell Alaska
Cemetery
Fiscal Year 2021

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures	-	-	-	-	-
Personnel	-	-	-	-	-
Commodities					
11000 026 7001 Materials & Supplies	618	1,493	400	2,500	2,000
Total Commodities	618	1,493	400	2,500	2,000
Contractual					
11000 026 7621 Public Works Labor Charges	8,387	1,091	-	9,000	3,000
11000 026 7629 Charges from Capital Facilities	-	68	-	-	-
11000 026 7900 Capital Expenditures	-	-	-	50,000	-
Total Contractual	8,387	1,159	-	59,000	3,000
Total Expenditures	\$ 9,005	\$ 2,653	\$ 400	\$ 61,500	\$ 5,000

City & Borough of Wrangell Alaska
 Cemetery Detail
 Fiscal Year 2021

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 026 7001	Materials & Supplies	0 0		0	2,000
	Plywood and misc. hardware for shoring up graves.				
	Misc. hardware for installing niche plates				
11000 026 7621	Public Works Labor Charges	0 0		0	3,000
	Labor for excavation and covering graves. Opening				
	and closing Columbarium niches. Installing name				
	plates.				
11000 026 7900	Capital Expenditures	0 0		0	0
	Purchase new Columbarium				
Total:				\$	5,000

City & Borough of Wrangell Alaska
Capital Facilities
Fiscal Year 2021

	Actual 06/2019	YTD Actual 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures				
Personnel				
11000 029 6000 Salaries & Wages	\$ 200,771	\$ 201,453	\$ 234,500	\$ 240,561
11000 029 6100 Employee Benefits	128,539	98,865	189,100	135,786
Total Personnel	329,310	300,318	423,600	376,347
Commodities				
11000 029 7001 Materials & Supplies	15,151	7,195	4,500	8,000
11000 029 7002 Facility Repair & Maintenance	2,162	11,375	12,500	10,000
11000 029 7008 Non Capital Equipment			5,000	3,500
11000 029 7010 Vehicle Maintenance & Repair	-	4,106	5,000	5,000
11000 029 7017 Fuel & Oil - Heating	-	-	1,500	-
11000 029 7100 Clothing & Gear	278	760	2,800	2,300
Total Commodities	17,591	23,436	31,300	28,800
Contractual				
11000 029 7501 Utilities	438	-	3,000	-
11000 029 7502 Phone/Internet	3,472	2,843	6,700	3,528
11000 029 7503 Information Technology	-	3,909	5,600	4,575
11000 029 7505 Travel	84	15	4,590	1,325
11000 029 7506 Publications & Advertising	3,435	-	-	-
11000 029 7508 Insurance	-	1,632	-	1,792
11000 029 7519 Professional Services	19,375	115	-	-
11000 029 7622 Charges from Garage		1,008		3,000
11000 029 7629 Charges from Capital Facilities	(80,429)	(111,247)	(302,000)	(214,808)
Total Contractual	(53,626)	(101,725)	(282,110)	(200,588)
11000 024 7900 Capital Equipment	-	18,731	25,000	-
Total Capital Expenditures	-	18,731	25,000	-
Total Expenditures	\$ 293,275	\$ 240,760	\$ 197,790	\$ 204,559

City & Borough of Wrangell Alaska
Capital Facilities Detail
Fiscal Year 2021

Item a.

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 029 6001	Salaries & Wages			85,755	
11000 029 6003	Hourly Wages			151,806	
11000 029 6004	Part Time Wages			-	
11000 029 6005	Overtime			3,000	
	Total Salaries & Wages				240,561
11000 029 6101	Employer Tax			5,257	
11000 029 6102	PERS Retirement			72,168	
11000 029 6103	SBS			14,746	
11000 029 6210	Health Insurance Premiums			37,392	
11000 029 6222	Workers Compensation			5,631	
	Life Insurance			591	
	Total Personnel Benefits				135,786
11000 029 7001	Materials & Supplies				
	Office supplies	1	2,000	2,000	
	expendable maintenance materials	1	4,500	4,500	
	Miscellaneous Tools (batteries, hand tools, etc.)	1	1,500	1,500	
	Total Materials & Supplies				8,000
11000 029 7002	Facility Repair & Maintenance				
	Senior Center Facility (general maintenance, plumbing pipe insulation wrapping)	1	5,000	5,000	
	Storage Area	1	5,000	5,000	
	Total Facility Repair & Maintenance				10,000
11000 029 7008	Non Capital Equipment				
	VOIP Telephone system (3 desktops and a conference phone)	1	1,000	1,000	
	Pressure Washer	1	1,500	1,500	
	Stair Ladder	1	1,000	1,000	
	Total Non Capital Equipment				3,500
11000 029 7010	Vehicle Maintenance & Repair				
	Vehicle Fuel/Maintenance expense on three vehicles			5,000	
	Total Vehicle Maintenance & Repair				5,000

City & Borough of Wrangell Alaska
Capital Facilities Detail
Fiscal Year 2021

Item a.

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
11000 029 7017	Fuel & Oil - Heating Heating oil expense for Capital Facilities bldg.				-
11000 029 7100	Clothing & Gear PPE/Clothing allowance (2 IBEW member staff) Safety items for crew (lockout/tagout system, vests, hearing and eye protection, respirators, gloves, etc.)	2 1	400 1,500	800 1,500	
	Total Clothing & Gear				2,300
11000 029 7501	Utilities Water, sewer, electric, garbage	-	250	-	
	Total Utilities				-
11000 029 7502	Phone & Internet Mobile phones (three cell phones for Director and Maintenance staff) Office Phone (VOIP monthly subscription, long distance and free conference room number) this provides a \$30/month saving over landline service+all national long distance is free	12 12	174 120	2,088 1,440	
	Total Phone & Internet				3,528
11000 029 7503	Information Technology Annual CMMS Subscription (Dude Solutions) Microsoft office subscriptions (4 desktops, 2 laptops) Two Work Order Management Tablets	-	850	-	
	Total Information Technology				4,575
11000 029 7508	Insurance Liability	-		-	1,792
11000 029 7513	Training Manlift trainer in Wrangell Energy losses in bldg. training (on line training for three staff) Boiler operation, maintenance and safety (online training for one staff)	3	75	- 225 1,100	

City & Borough of Wrangell Alaska
Capital Facilities Detail
Fiscal Year 2021

Item a.

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
	Total Training				1,325
11000 029 7519	Professional Services				
	Condition Assessment and PM Schedule Development for two School buildings; harbor and Park buildings; and cold storage	-	18,000		
	Total Professional Services				-
11000 029 7622	Charges from Garage			3,000	3,000
11000 029 7629	Charges from Capital Facilities				(214,808)
Total:				\$	204,559

City & Borough of Wrangell Alaska
Capital Facilities Detail
Fiscal Year 2021

Item a.

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount
	Maintenance & Custodial Labor Allocations (estimates)				
	City Hall Building Maintenance				15,000
	Public Safety Building Maintenance				60,000
	Fire Substation Building Maintenance				2,000
	Public Works Building Maintenance				8,000
	Library Building Maintenance				5,000
	Swimming Pool Building Maintenance				10,000
	Community Center Building Maintenance				5,000
	Parks Maintenance				2,500
	Nolan Center Building Maintenance				17,000
	Light & Power Admin Building Maintenance				5,000
	Light & Power Generator Building Maintenance				20,000
	Water Plant Building Maintenance				2,500
	Harbor Master Building Maintenance				4,000
	Sewer Plant Building Maintenance				4,000
	Solid Waste Building Maintenance				4,000
	City Hall Building Custodial				21,847
	Public Safety Building Custodial				28,961
					214,808

City & Borough of Wrangell Alaska
Economic Development/Planning
Fiscal Year 2021

	2019 Actual	Year End Actual 06/2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures	-	-	-	-
Personnel				
11000 032 6001 Salaries	-	-	-	93,336
11000 032 6100 Personnel Benefits	-	-	-	44,135
Total Personnel	-	-	-	137,471
Commodities				
11000 032 7001 Materials & Supplies	396	402	500	500
11000 032 7004 Postage & Shipping	-	-	-	600
11000 032 7120 Books & Subscriptions	-	-	-	300
Total Commodities	396	402	500	1,400
Contractual				
11000 032 7502 Phone/Internet	-	-	-	200
11000 032 7503 Information Technology	-	-	-	1,930
11000 032 7505 Travel	1,919	1,742	1,600	-
11000 032 7506 Publications & Advertising	72	843	1,500	600
11000 032 7507 Memberships & Dues	-	-	430	925
11000 032 7519 Professional Services	3,370	12,179	-	4,000
11000 032 7513 Training	-	-	-	4,200
11000 032 7570 Tourism Industry Expenses	5,206	9,540	4,000	3,000
11000 032 7603 Charges from Finance	23,000	-	23,000	-
Total Contractual	33,567	24,304	30,530	14,855
Total Expenditures	\$ 33,963	\$ 24,706	\$ 31,030	\$ 153,726

City & Borough of Wrangell Alaska
Economic Development, Planning & Zoning
Fiscal Year 2021

Item a.

Account	Detail Description	Quantity	Detail Rate	Detail Amount
11000 032 6001	Salaries			93,336
11000 032 6101	Employer Tax			1,353
11000 032 6102	PERS Retirement			28,001
11000 032 6103	SBS			5,722
11000 032 6210	Health Insurance Premiums			8,731
11000 031 6220	Life Insurance			148
11000 032 6222	Workers Compensation			180
	Total Personnel Benefits			44,135
11000 032 7001	Materials & Supplies			500
11000 032 7004	Postage & Shipping			
	Public notice mailings	12	50	600
	Total Postage & Shipping			600
11000 032 7120	Books & Subscriptions			
	Alaska Journal of Commerce subscription	1	300	300
	Total Books & Subscriptions			300
11000 032 7502	Phone & Internet			
	Telephone access for PZ meetings	4	25	100
	Telephone access for EDC meetings	4	25	100
	Total Phone & Internet			200
11000 032 7503	Information Technology			
	Adobe Subscription	1	180	180
	ESRI GIS annual Subscription	3	500	1,500
	ESRI GIS apps	2	125	250
	Total Information Technology			1,930
11000 032 7505	Travel			0
	SEC Annual Meeting Haines Air		700	0
	SEC Annual Meeting Haines hotel		150	0
	SEC Annual Meeting Haines per deim		50	0
	SEC Midsession Juneau Air		350	0
	SEC Midsession Juneau Hotel		150	0
	SEC Midsession Juneau Car		50	0

Account	Detail Description	Quantity	Detail Rate	Detail Amount
	SEC Midsession Juneau Per Diem		50	0
	AK Planning Conference Anchorage Air		600	0
	AK Planning Conference ANC Hotel		160	0
	AK Planning Conference ANC Car		40	0
	AK Planning Conference ANC per diem		50	0
	AML Conference Anchorage Air		600	0
	AML Conference Anchorage Hotel		130	0
	AML Conference Anchorage Car		40	0
	AML Conference Anchorage pe rdiem		50	0
	DHS-EMS Rural Resilience Mgt		0	0
Total Travel				0
11000 032 7506	Publications & Advertising			
	PZ notices	4	150	600
Total Publications & Advertising				600
11000 032 7507	Memberships & Dues			
	IEDC annual membership	1	475	475
	APA annual Membership	1	450	450
Total Memberships & Dues				925
11000 032 7519	Professional Services			
	Professional Services contract for Map Update	1	4,000	4,000
Total Professional Services				4,000
11000 032 7513	Training			
	APA Conference Registration	0	400	0
	IEDC Online Training		99	0
	SEC Midsession Registration		350	0
	SEC Annual meeting registration		350	0
	AML registration		400	0

Account	Detail Description	Quantity	Detail Rate	Detail Amount
	DHS-EMS		0	0
	ArcGIS Pro update training	2	2,100	4,200
Total Training				4,200

Account	Detail Description	Quantity	Detail Rate	Detail Amount
11000 032 7570	Tourism Industry Expenses			
	Pop up displays	3	1,000	3,000
	Photo and Art contest awards		200	0
	INFOX Travel Agent mailing		1,000	0
	ATIA Cooperative Opportunities		500	0
	Hike and Bike Rack Card		3,200	0
	Petroglyph Rack Card		3,200	0
	Branding effort		4,000	0
	Southeast Alaska Tourism Council		3,000	0
	Google My Business promotion		350	0
Total Tourism Industry Expenses				3,000
Total:				\$ 153,726

City & Borough of Wrangell Alaska
Community Service Organizations
Fiscal Year 2021

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures					
Personnel					
Other Expenses					
11000 033 7820 Senior Citizen Program Expenditures	11,073	12,212	11,500	11,500	11,500
11000 033 7822 Contribution to Chamber of Commerce	23,000	23,000	-	23,000	23,000
11000 033 7823 Contribution to Local Radio	8,500	8,500	8,500	8,500	8,500
11000 033 7826 Contribution to Volunteer Fire	4,035	4,000	-	4,000	-
11000 033 7829 Misc. Community Promotion	-	-	-	-	-
Total Contractual	\$ 46,607	\$ 47,712	\$ 20,000	\$ 47,000	\$ 43,000

City & Borough of Wrangell Alaska
Library
Fiscal Year 2021

		2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Expenditures						
Personnel						
11000 034 6000	Salaries & Wages	\$ 122,693	\$ 123,796	\$ 92,173	\$ 131,810	\$ 108,144
11000 034 6100	Personnel Benefits	81,952	88,522	62,597	78,903	73,254
Total Personnel		204,645	212,318	154,770	210,713	181,399
Commodities						
11000 034 7001	Materials & Supplies	7,526	3,312	4,874	5,000	5,000
11000 034 7002	Facility Repair & Maintenance	3,317	6,659	3,963	10,000	12,000
11000 034 7003	Custodial Supplies	905	654	229	1,000	700
11000 034 7004	Postage & Shipping	-	932	474	2,000	1,000
11000 034 7005	Computer Repair & Maintenance	9,070	9,058	108	-	-
11000 034 7010	Vehicle Maintenance	-	-	-	-	-
11000 034 7120	Library Books	17,116	18,547	10,173	20,000	19,415
Total Commodities		37,933	39,162	19,822	38,000	38,115
Contractual						
11000 034 7501	Utilities	9,326	8,843	6,915	9,000	9,000
11000 034 7502	Phone/Internet	2,702	3,091	2,089	4,400	2,592
11000 034 7503	Information Technology	-	655	8,048	10,000	10,000
11000 034 7505	Travel	492	-	-	2,000	-
11000 034 7507	Memberships & Dues					585
11000 034 7508	Insurance	3,072	3,233	2,572	2,701	7,162
11000 034 7621	Public Works Labor Charges	1,204	405	-	-	-
11000 034 7629	Charges from Capital Facilities	-	3,687	218	9,500	5,000
Total Contractual		54,728	54,728	54,728	54,728	34,339
Total Expenditures		\$ 297,306	\$ 306,208	\$ 229,320	\$ 303,441	\$ 253,853

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount	Total Amount
11000 034 6001	Salaries & Wages			\$	65,515	
11000 034 6002	Temporary Wages				14,417	
	Library Temp I	318.00	15.99	5,085		
	Library Temp	318.00	14.64	4,656		
	Library Temp	312.00	14.99	4,677		
11000 034 6003	Hourly Wages				28,212	
	Total Salaries & Wages					\$ 108,144
11000 034 6101	Employer Tax				1,568	
11000 034 6102	PERS Retirement				28,118	
11000 034 6103	SBS				6,629	
11000 034 6210	Employee Health Benefits				36,434	
11000 034 6222	Workers Compensation				209	
11000 034 6212	Life Insurance				296	
	Total Personnel Benefits					73,254
11000 034 7001	Materials & Supplies					
	Office Supplies, etc.	1.00	3000	3,000		
	Ink cartridges	1.00	1000	1,000		
	Storytime supplies & Summer Reading	1.00	1000	1,000		
	Total Materials & Supplies					5,000
11000 034 7002	Facility Repair & Maintenance					
	General Maintenance, PM and NON-PM maintenance needs (this should include annual fire extinguisher, sprinkler and fire alarm inspections			3000		
	Replace 2 sidewall Sprinkler Heads in Main Entrance			1000		
	Exterior Painting Temporary Labor			3500		
	Entrance Door Hardware Replacement			0		
	Gazebo Bench Wood Replacement			1500		
	Carpet Cleaning			2000		
	Cleaning supplies, toilet paper, etc.			1000		

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount	Total Amount
	Total Facility Repair & Maintenance					12,000
11000 034 7003	Custodial Supplies					
	Cleaning supplies, toilet paper, etc.			700		
	Total Custodial Supplies					700
11000 034 7004	Postage & Shipping					
	Mailing books, overdues, bills & recycling			1000		
	Total Postage & Shipping					1000
11000 034 7120	Library Books					
	Books			15415		
	Magazine Subscriptions			2500		
	Newspaper Subscriptions			1500		
	Total Library Books					19,415
11000 034 7501	Utilities					
	Lights, water, sewer & garbage				9,000	
	Total Utilities					9,000
11000 034 7502	Phone Internet					
	Internet Access (erate pays 80% of the 2,000 but	12	28	336		
	3 phone lines	12	188	2,256		
	Total Phone Internet					2,592
11000 034 7503	Information Technology					
	Automation system software support,			7000		
	equipment support & licensing					
	Homeport Electronics			2500		
	Knowledge Imaging Center Support			500		
	Total Information Technology					10,000
11000 034 7505	Travel	0.00	2500	0		
	Alaska Library Conference					
	Total Travel					0
11000 034 7507	Memberships & Subscriptions					
	Library dues		585			
	Total Memberships & Subscriptions					585

Account	Detail Description	Quantity	Detail Rate	Detail Amount	Amount	Total Amount
11000 034 7508	Insurance					7,162
11000 034 7513	Training				0	
11000 034 7629	Charges from Capital Facilities		3000			5,000
Total:						\$ 253,853

City and Borough of Wrangell

Fiscal Year Budget

Special Revenue Fund

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Administrative Expenditures					
Personnel					
21000 125 6000 Salaries & Wages	25,124	15,267	13,173	195,715	66,788
21000 125 6100 Personnel Benefits	7,777	3,291	1,399	77,440	29,648
Total Personnel	32,901	18,558	14,572	273,155	96,436
Commodities					
21000 125 7001 Materials & Supplies	220	5,197	4,855	6,900	4,000
21000 125 7002 Facility Repair & Maintenance	10,959	14,050	47,516	46,500	50,525
21000 125 7003 Custodial Supplies	1,414	1,300	2,721	2,000	1,000
21000 125 7004 Postage & Shipping	-	376	138	300	500
21000 125 7008 Non-capital Equipment	-	2,029	132	4,000	-
21000 125 7009 Equipment Repair &	-	1,133	2,025	4,000	1,000
21000 125 7017 Fuel & Oil - Heating	-	6,223	2,851	10,000	6,000
Total Commodities	12,594	30,308	60,237	73,700	63,025
Contractual					
21000 125 7501 Utilities	81,471	74,419	53,408	80,000	70,000
21000 125 7502 Phone/Internet	7,814	9,160	6,449	9,000	7,500
21000 125 7504 Nolan Center Facility Web	-	-	50	-	-
21000 125 7508 Insurance	7,627	10,676	7,561	9,691	20,578
21000 125 7509 Credit card processing & bank	-	-	10	-	-
21000 125 7621 Public Works Labor Charges	947	98	-	-	-
21000 125 7629 Charges from Capital Facilities	-	4,783	5,484	22,800	17,000
21000 125 7900 Capital Expenditures	-	-	31,723	35,000	-
Total Contractual	97,860	99,137	104,684	156,491	115,078
Total Expenditures	143,355	148,003	179,494	503,346	274,539

		2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Museum		-				
Revenue						
21010 121 4690	Donations	6,000	-	3,500	3,000	4,000
21010 121 4701	Admissions/User Fees	31,674	13,068	22,658	40,000	20,000
21010 121 4703	Merchandise & Concessions	66,536	121,189	64,548	90,000	50,000
Total Revenue		104,210	134,257	90,706	133,000	74,000
Expenditures						
Personnel						
21010 121 6000	Salaries & Wages		40,280	23,931	-	39,659
21010 121 6100	Benefits		1,499	2,262	-	12,653
Total Personnel		81,110	83,557	52,386	-	52,312
Commodities						
21010 121 7001	Materials & Supplies	3,241	-	390	-	-
21010 121 7050	Resale Concessions &	43,278	33,824	25,644	40,000	25,000
21010 121 7055	Museum Exhibits	-	227	6,773	3,000	-
Total Commodities		46,519	34,051	32,807	43,000	25,000
Contractual						
21010 121 7505	Travel	1,997	2,155	3,696	5,000	-
21010 121 7506	Publications & Advertising	286	413	-	-	-
21010 121 7508	Insurance	512	200	-	-	963
21010 121 7509	Bank & Credit Card Fees	2,377	2,221	1,737	500	1,000
21010 121 7515	Permits, Inspections &	-	-	-	-	-
21010 121 7577	Asset Preservation &	1,700	688	1,253	1,500	1,500
21010 121 7625	Allocated Nolan Building	66,285	-	-	-	-
21010 121 7629	Charges from Cap. Facilities	-	-	222	-	-
21010 121 7900	Capital Expenditures	3,928	-	-	-	-
Total Contractual		77,084	5,677	6,907	7,000	3,463
Total Expenditures		204,714	123,286	92,100	50,000	80,775

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Total Revenue & Expenditures	(100,504)	10,971	(1,394)	83,000	(6,775)
Civic Center					
Revenue					
21020 122 4705 Facility Rental	15,736	19,996	13,535	20,000	10,000
21020 122 4707 Equipment Rental	5,489	-	-	5,000	-
21020 122 4708 Event Revenue	-	-	7,542	5,000	-
Total Revenue	21,226	19,996	21,078	30,000	10,000
Expenditures					
Personnel					
Total Salaries & Wages		107,578	86,838	-	5,000
Total Benefits		48,857	38,752	-	4,820
Total Personnel	90,807	156,435	125,590	-	9,820
Commodities					
21020 122 7001 Materials & Supplies	9,930	189	-	-	-
21020 122 7052 Event Expenditures	-	-	5,591	-	-
Total Commodities	9,930	189	5,591	-	-
Contractual					
21020 122 7505 Travel	788	-	350	-	-
21020 122 7506 Publications & Advertising	5,763	6,949	5,374	10,000	4,000
21020 122 7507 Memberships & Dues	-	1,205	1,361	1,500	1,500
21020 122 7605 Allocated Building Expenses	-	66,426	-	-	-
21020 122 7629 Charges from Capital Facilities	-	-	4,949	-	-
Total Contractual	26,411	74,957	23,216	11,500	5,500
Total Expenditures	117,218	231,392	148,806	11,500	15,320
Total Revenue & Expenditures	-	(211,396)	(127,728)	18,500	(5,320)

Theater

Revenue					
21030 123 4701 Admissions/User Fees	32,801	46,898	33,469	50,000	35,000

City & Borough of Wrangell Alaska
 Nolan Center Museum & Events
 Fiscal Year 2021

Item a.

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
21030 123 4703 Merchandise & Concessions Sales	27,699	47,058	36,964	50,000	35,000
21030 123 4705 Facility Rental	-	275	-	-	-

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Total Revenue	60,500	94,232	70,433	100,000	70,000
Expenditures	-				
Personnel					
Total Salaries & Wages	16,714	18,505	18,907	-	15,000
Total Benefits	1,532	1,851	3,795	-	1,365
Total Personnel	18,246	20,356	22,702	-	16,365
Other Expenses					
21030 123 7001 Materials & Supplies	253	573	-	-	-
21030 123 7050 Resale Concessions &	10,752	17,562	10,710	20,000	15,000
Total Commodities	11,005	18,135	10,710	20,000	15,000
Contractual					
123 7506 Publications & Advertising	2,518	1,572	1,639	2,500	-
123 7830 Film Expense	21,718	20,953	16,930	30,000	20,000
Total Contractual	46,246	58,794	39,989	72,500	20,000
Total Expenses	61,948	79,150	62,691	72,500	51,365
Total Revenue & Expenses	(1,448)	15,081	7,742	27,500	18,635
SUMMARY					
Total Operating Revenues	185,936	\$ 248,485	\$ 182,217	\$ 263,000	\$ 154,000
Total Operating Expenditures	527,234	581,831	483,091	637,346	422,000
Net Revenue over Expenses	(341,298)	(333,346)	(300,874)	(374,346)	(268,000)
120 4910 Transfer from General Fund	242,286	-	76,905	153,811	156,000
120 4912 Transfer from Investments	-	100,000	-	100,000	100,000
120 4922 From Sales Tax Fund	-	-	7,200	-	-
21020 122 4928 Transfer from Transient Tax Fund	10,000	13,164	-	12,000	12,000
Total Transfers			84,105	265,811	268,000
Net Revenue over Expenditures & Transfers	(89,012)	\$ (220,182)	\$ (216,769)	\$ (108,535)	\$ -

CITY & BOROUGH OF WRANGELL
 NOLAN CENTER
 FY 2021

Account	Account Description	Amount	Total Amount
<i>Nolan Center General Expenditures:</i>			
21000 125 6001	Salaries		66,788
21000 125 6101	Employer Tax	968	
21000 125 6102	PERS Retirement	14,693	
21000 125 6103	SBS	4,094	
21000 125 6210	Employee Health Benefits	8,731	
21000 125 6220	Life Insurance	148	
21000 125 6222	Workers Compensation	1,014	
	Total Personnel Benefits		29,648
21000 125 7001	Materials & Supplies		
	Office supplies, ink, toner, labels	1,000	
	Event supplies, beverage service	1,000	
	Facility supplies- vacuum, hardware	2,000	
	Total Materials & Supplies		4,000
21000 125 7002	Facility Repair & Maintenance		
	Routine building maintenance	12,000	
	Tile grouting	5,000	
	Exterior Painting	5,000	
	Site Lights	5,000	
	Culvert Camera Investigation TDB		
	Humidity Controls Intergration to DDC	18,000	
	Annual DDC System Service	5,525	
	Total Facility Repair & Maintenance		50,525
21000 125 7003	Custodial Supplies		
	Cleaning products, janitorial	1,000	
	Total Custodial Supplies		1,000
21000 125 7004	Postage & Shipping		500
	Stamps, and packages to customers	500	

CITY & BOROUGH OF WRANGELL
 NOLAN CENTER
 FY 2021

Account	Account Description	Amount	Total Amount
21000 125 7009	Equipment Repair & Maintenance		
	Snowblower, powerlift, electronics	1,000	
	Equipment Repair & Maintenance		1,000
21000 125 7017	Fuel & Oil - Heating		
	Petro Marine fills 2x per year	6,000	
	Avg \$3000		
	Total Fuel & Oil - Heating		6,000
21000 125 7501	Utilities		
		70,000	
	Total Utilities		70,000
21000 125 7502	Phone/Internet		
	AP&T - Avg \$400 x12	4,800	
	GCI - Avg \$175 x 12	2,100	
	Potential overage	600	
	Phone/Internet		7,500
21000 125 7508	Insurance		
	Property	14,261	
	Liability	6,317	
	Total Insurance		20,578
21000 125 7629	Charges from Capital Facilities		
	Routine & special projects		
	labor		
	Total Charges from Capital Facilities		17,000
	Total Administrative Expenses		274,539
Museum Direct Expenditures:			
21010 121 6001	Salaries		
21010 121 6002	Temporary Wages	10,000	
21010 121 6003	Hourly Wages	29,659	

CITY & BOROUGH OF WRANGELL
 NOLAN CENTER
 FY 2021

Account	Account Description	Amount	Total Amount
21010 121 6005	Overtime		
	Total Salaries		39,659
21010 121 6101	Employer Tax	575	
21010 121 6102	PERS Retirement	8,898	
21010 121 6103	SBS	2,431	
21010 121 6210	Employee Health Benefits	-	
21010 121 6220	Life Insurance	148	
21010 121 6222	Workers Compensation	602	
	Total Personnel Benefints		12,653
21010 121 7050	Merchandise for Resale		
	Museum Gift Store purchases: books, tourist items, local art, garnets	25,000	
	Total Merchandise for Resale		25,000

CITY & BOROUGH OF WRANGELL
 NOLAN CENTER
 FY 2021

Account	Account Description	Amount	Total Amount
21010 121 7505	Travel & Training		
	Museums Alaska, ATIA	-	
	Director - professional development	-	
	Travel & Training		-
21010 121 7508	Insurance		
	Special Fine Arts	963	
	Total Insurance		963
21010 121 7509	Credit Card Fees		
	Square Fees	1,000	
	Total Credit Card Fees		1,000
21010 121 7577	Asset Preservation & Management		
	Museum supplies, storage, boxes	1,500	
	Total Asset Preservation & Management		1,500
	Total Museum Expenses		80,775
Civic Center Direct Expenditures:			
21020 122 6002	Temporary Wages	5,000	
21020 122 6003	Hourly Wages	-	
21020 122 6005	Overtime		
	Total Wages		5,000
21020 122 6101	Employer Tax	73	
21020 122 6102	PERS Retirement	-	
21020 122 6103	SBS	307	
21020 122 6210	Employee Health Benefits	4,366	
21020 122 6220	Life Insurance	-	
21020 122 6222	Workers Compensation	76	
	Total Personnel Benefits		4,820
21020 122 7506	Publications & Advertising		
	Online advertising/Facebook	4,000	

CITY & BOROUGH OF WRANGELL
 NOLAN CENTER
 FY 2021

Account	Account Description	Amount	Total Amount
	Rack card, trifold, paper advertising		
	Publications, benchcraft, vendors	-	
	Total Publications & Advertising		4,000
21020 122 7507	Memberships & Dues		
	Museum Memberships, Chamber	1,500	
	Total Memberships & Dues		1,500
	Total Civic Center Expenditures		15,320

CITY & BOROUGH OF WRANGELL
 NOLAN CENTER
 FY 2021

Account	Account Description	Amount	Total Amount
<i>Theater Direct Expenditures:</i>			
21030 123 6002	Temporary Wages	15,000	
132 6003	Hourly Wages		
21030 123 6005	Overtime		
	Total Wages		15,000
21030 123 6101	Employer Tax	218	
21030 123 6102	PERS Retirement	-	
21030 123 6103	SBS	920	
21030 123 6210	Employee Health Benefits	-	
21030 123 6220	Life Insurance	-	
21030 123 6222	Workers Compensation	228	
	Total Personnel Benefits		1,365
21030 123 7050	Concessions for Resale		
	Candy, popcorn, paper products	15,000	
	Total Concessions for Resale		15,000
21030 123 7830	Film Expense		
	Movies, shipping, bookings	20,000	
	Film Expense		20,000
	Total Theater		51,365
	Total Nolan Center Expenses		422,000

	Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Swimming Pool					
Revenue	343,739	375,948	286,826	279,412	86,798
Personnel & Benefits	343,739	375,948	286,826	279,412	168,609
Commodities	57,925	55,322	58,056	123,200	102,690
Contractual	145,920	106,795	134,803	153,003	161,438
Capital Equipment	1,045	-	-	90,000	-
Total Expenditures	548,629	538,066	479,685	645,615	432,737
Net Revenue over Exenditures	(204,890)	(162,117)	(192,859)	(366,203)	(345,939)
Parks					
Revenue	3,497	3,894	3,200	5,000	4000
Personnel	31,548	29,885	18,776	94,012	88,427
Commodities	22,014	21,155	34,250	83,400	48,500
Contractual	13,114	14,588	13,245	21,561	18,050
Capital Equipment	35,128	35,744	94,990	122,000	-
Total Expenditures	101,804	101,372	161,261	320,973	154,977
Net Revenue over Exenditures	(98,307)	(97,478)	(158,061)	(315,973)	(150,977)
Recreation					
Revenue	151,244	29,539	17,772	26,000	23,316
Personnel	110,133	126,955	97,319	90,247	125,222
Commodities	23,137	18,596	12,820	23,500	23,970
Contractual	16,064	24,214	13,980	27,600	33,443
Capital Equipment	-	42,810	17,126	48,100	-
Total Expenditures	149,335	212,576	141,246	189,447	182,635
Net Revenue over Exenditures	1,909	(183,036)	(123,474)	(163,447)	\$ (159,319)
Total Revenue over Expenditures	(301,288)	(442,632)	(474,395)	(845,623)	(656,236)
24010 141 4910 Transfer from General Fund	252,228	321,766		788,758	596,236
24010 141 4922 Transfer from Sales Tax Fund	29,000	29,000		29,000	30,000
24010 141 4920 Transfer from Permanent Fund					30,000
Total Transfers	281,228	350,766	-	817,758	656,236
Net Revenue ove Expenditures & Transfers	(20,060)	(91,865)	(474,395)	(27,865)	-

Estimated Fund Balance - Beginning

Estimated Fund Balance - Ending

City & Borough of Wrangell Alaska
Pool
Fiscal Year 2021

	Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
<u>Revenue & Expenditures</u>					
Revenue					
24010 141 4101 PERS On-behalf Revenue	-	-	-	-	9,122
24010 141 4550 Interest Income from Permanent Fund	38,750	-	-	-	30,176
24010 141 4595 Miscellaneous Grant Revenue	1,000	-	-	-	2,000
24010 141 4701 Admissions/User Fees	49,360	53,612	45,000	48,000	40,000
24010 141 4702 Program Revenues	-	-	-	8,000	-
24010 141 4703 Sales of Merchandise & Concessions	23	795	400	-	1,000
24010 141 4705 Facility Rental	2,304	5,826	4,821	5,000	3,000
24010 141 4712 Fee Assistance	37	-	-	-	1,500
Total Revenue	91,475	60,233	50,221	61,000	86,798
Expenditures					
Personnel					
24010 141 6000 Salaries & Wages	126,628	142,024	109,063	108,000	143,395
24010 141 6100 Personnel Benefits	45,241	45,950	34,350	31,706	25,214
Total Personnel	343,739	375,948	286,826	279,412	168,609
Commodities					
24010 141 7001 Materials & Supplies	21,531	11,912	10,956	18,000	12,690
24010 141 7002 Facility Repair & Maintenance	19,812	31,733	15,800	65,000	40,000
24010 141 7003 Custodial Supplies	-	-	-	-	-
24010 141 7008 Non-Capital Equipment	-	-	20,300	20,000	15,000
24010 141 7009 Equipment Repair & Maintenance	-	-	-	7,000	20,000
24010 141 7017 Fuel - Heating	-	-	-	-	-
24010 141 7021 Water Treatment Chemicals	16,582	11,677	11,000	13,200	15,000
Total Commodities	57,925	55,322	58,056	123,200	102,690
Contractual					
24010 141 7501 Utilities	109,100	86,564	106,000	106,000	122,000
24010 141 7502 Phone & Internet	4,316	5,040	3,983	7,285	6,800

24010 141 7503 Information Technology	-	-	-	4,230	2,300
24010 141 7505 Travel	4,875	3,929	427	5,890	-
24010 141 7506 Publications & Advertising	935	549	-	500	1,000
24010 141 7508 Insurance	14,641	4,000	6,500	5,668	11,373
24010 141 7509 Bank & Credit Card Fees	1,571	2,035	893	1,000	1,625
24010 141 7513 Training					3,340
24010 141 7515 Permits, Inspections & Compliance	1,049	3,756	7,000	3,430	3,000
24010 141 7621 Public Works Labor Charges	9,070	630	-	-	-
24010 141 7629 Charges from Capital Facilities	-	293	10,000	19,000	10,000
24010 141 7630 Community Contractors	365	-	-	-	-
Total Contractual	145,920	106,795	134,803	153,003	161,438
24010 141 7900 Capital Equipment	1,045	-	-	90,000	-
Total Capital Equipment	1,045	-	-	90,000	-
Total Expenditures	548,629	538,066	479,685	645,615	432,737
Transfers					
24010 141 8990 Transfer to Capital Project Fund	-	(38,950)	-	-	-
Total Transfers	-	(38,950)	-	-	-
Total Revenue & Expenditures	\$ (457,154)	\$ (477,832)	\$ (429,464)	\$ (584,615)	\$ (345,939)

Pool Detail

Fiscal Year 2021

Account	Account Description	Detail Amount	Total Amount
24010 141 6001	Salaries & Wages		
24010 141 6001	Salaries	23,262	
24010 141 6002	Temporary Wages	78,500	
24010 141 6003	Hourly Wages	41,134	
24010 141 6004	Part Time Wages		
24010 141 6005	Overtime	500	
	Total Salaries & Wages		143,395
24010 141 6101	Employer Tax	1,077	
24010 141 6102	PERS Retirement	10,145	
24010 141 6103	SBS	4,270	
24010 141 6210	Employee Health Benefits	7,858	
24010 141 6220	Life Insurance	89	
24010 141 6222	Workers Compensation	1,775	
	Total Personnel Benefits		25,214
24010 141 7001	Materials and Supplies		
	Janitorial Supplies	2,000	
	Cell Phone Reimbursement	690	
	QT Disinfectant Cleaner	1,500	
	Surebet Cleaner	1,500	
	Office Supplies	500	
	Printer Supplies	750	
	Program Consumables	2,000	
	System Materials eg. Filters	1,750	
	Miscellaneous M and S	2,000	
24010 141 7001	Materials and Supplies		12,690
24010 141 7002	Facility Repair and Maintenance		
	Plumbing repairs, roof repairs	15,000	
	Door and Hardware Install	10,000	
	HVAC and sprinkler systems	3,000	
	Building Infrastructure	5,000	
	Pool ladder installation and tile repairs	5,000	
	Lighting and Electrical	2,000	
	Total Facility Repair and Maintenance		40,000

Pool Detail

Fiscal Year 2021

Account	Account Description	Detail Amount	Total Amount
24010 141 7008	Non-Capital Equipment		
	CO2 Conversion System	4,000	
	Weight and Cardio Equipment	10,000	
	Lifeguard Equipment	1,000	
	Aquatics Facility Equipment	-	
	Total Non-Capital Equipment		15,000
24010 141 7009	Equipment Repair and Maintenance		
	Pool Mechanical Systems	4,000	
	Auto Dialer	6,000	
	Motor and Pump Equipment	5,000	
	Miscellaneous Equipment and Repair	5,000	
	Total Equipment Repair and Maintenance		20,000
24010 141 7021	Chemicals		
	Freight	3,000	
	Reagents	500	
	Sodium BiCarbonate	3,500	
	Muriatic Acid	3,500	
	Calcium Chloride	1,000	
	Salt	2,500	
	Misc. Chlorinators, Neutralizers, Metal Removers	1,000	
	Total Chemicals		15,000
24010 141 7501	Pool Utilities		
	School Billing	74,000	
	Interdepartmental Transfer	12,000	
	City Billing	36,000	
	Total Pool Utilities		122,000
24010 141 7502	Phone and Internet		
	Pool GCI Internet	3,000	
	Maintenance Personnel Work Phone	800	
	Pool AP&T Phone	3,000	
	Total Phone and Internet		6,800
24010 141 7503	Information Technology		
	MyRec	1,500	

Pool Detail

Fiscal Year 2021

Account	Account Description	Detail	Total Amount
		Amount	
	Computer, Software Maintenance	600	
	Computer Programs (Office, Adobe)	150	
	Newsletter Software	50	
	Total Information Technology		2,300
24010 141 7505	Travel		-
	Certified Pool Operator Course	-	
24010 141 7506	Publications		
	Printed Media	250	
	Radio and Newspaper	750	
	Total Publications		1,000
24010 141 7508	Liability and Property Insurance		
	Liability	11,373	
	Property (School Billing)	-	
	Total Liability and Property Insurance		11,373
24010 141 7509	Payment Processing		
	Authorize.net	625	
	Priority Payment Systems	500	
	Wells Fargo	500	
	Total Payment Processing		1,625
24010 141 7513	Training		
	Lifeguard Certifications	800	
	Lifeguard Recertifications	400	
	Jeff Ellis Certifications	350	
	American Red Cross Annual License	295	
	Jeff Ellis License	295	
	Certified Pool Operator Course	-	
	Hep B Vaccinations	1,000	
	Background Checks	200	
	Total Training		3,340
24010 141 7515	Health Reports		
	Sunrise Aviation/AK Airlines	2,700	
	Petersburg Medical Testing	300	
	Toatl Health Reports		3,000

Pool Detail

Fiscal Year 2021

Account	Account Description	Detail	Total Amount
		Amount	
24010 141 7629	Charges From Capital Facilities		10,000
	Total Pool Expenditures		\$ 432,737

	Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Revenue & Expenditures					
Revenue					
24020 142 4340 R/V & Park Reservations					
24020 142 4701 Admissions/User Fees	3497	3894	3200	0.0	0.0
24020 142 4705 Facility Rental	-	-	-	5,000	4,000
Total Revenue	3,497	3,894	3,200	5,000	4,000
Expenditures					
Personnel					
24020 142 6000 Salaries & Wages					58,484
24020 142 6100 Personnel Benefits	-	-	-		29,944
Total Personnel	31,548	29,885	18,776	94,012	88,427
Commodities					
24020 142 7001 Materials & Supplies	4,287	6,374	6,500	7,250	7,500
24020 142 7002 Facility Repair & Maintenance	8,184	11,386	10,000	38,650	21,000
24020 142 7008 Non-Capital Equipment	-	-	10,000	24,000	5,500
24020 142 7009 Equipment Repair & Maintenance	-	-	750	1,500	2,500
24020 142 7010 Vehicle Maintenance	9,544	3,395	7,000	12,000	12,000
Total Commodities	22,014	21,155	34,250	83,400	48,500
Constructual					
24020 142 7501 Utilities	10,966	11,131	10,000	10,000	12,000
24020 142 7505 Travel	-	510	-	9,561	-
24020 142 7506 Publications & Advertising	761	705	-	-	750
24020 142 7508 Insurance	645	1,158		-	-
24020 142 7513 Training					-
24020 142 7621 Public Works Labor Charges	743	707	-	2,000	-
24020 142 7622 Charges from Garage	-	-	245	-	2,800
24020 142 7629 Charges from Capital Facilities	-	377	3,000		2,500
Total Constructual	13,114	14,588	13,245	21,561	18,050

	Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
24020 142 7900 Capital Expenditures	-	-	-	122,000	-
Total Capital Expenses	35,128	35,744	94,990	122,000	-
Total Expenses	101,804	101,372	161,261	320,973	154,977
Transfers	-	-	-	-	-
24020 142 4910 Transfer from General Fund	61,519	-	-	-	-
24020 142 4928 Transfer from Transient Tax Fund	1,200	-	-	-	-
Total Revenue & Expenses	\$ (98,307)	\$ (97,478)	\$ (158,061)	\$ (315,973)	\$ (150,977)

Parks Detail

Fiscal Year 2021

Account	Account Description	Detail Amount	Total Amount
24020 142 6001	Salaries	23,124	
24020 142 6002	Temporary Wages	35,360	
24020 142 6003	Hourly Wages		
24020 142 6004	Part Time Wages		
24020 142 6005	Overtime	-	
Total Salaries & Wages			\$ 58,484
24020 142 6101	Employer Tax	1,181	
24020 142 6102	PERS Retirement	13,834	
24020 142 6103	SBS	4,994	
24020 142 6210	Employee Health Benefits	7,858	
24020 142 6222	Workers Compensation	2,076	
24020 142 6224	Unemployment		
Total Personnel Benefits			29,944
24020 142 7001	Materials and Supplies		
	Janitorial Supplies	1,500	
	Fence Hardware Supplies	-	
	Building Infrastructure	3,000	
	Program consumables	-	
	Miscellaneous M and S	3,000	
Total Materials and Supplies			7,500
24020 142 7002	Facility Maintenance		
	City Park Fire Pit	7,000	
	Bathroom Upgrades	-	
	Signage Replacement	3,000	
	Trail Improvements	-	
	Building Infrastructure	3,000	
	Lighting and Electrical	5,000	
	Preventative and general maintenance	3,000	
Total Facility Maintenance			21,000

Account	Account Description	Detail Amount	Total Amount
24020 142 7008	Non-Capital Equipment		
	Zero Turn Mower	4,000	
	Outdoor Grill Station	-	
	Miscellaneous Landscaping Equipment	1,500	
	Total Non-Capital Equipment		5,500
24020 142 7009	Equipment Repair and Maintenance		
	Landscaping Equipment Parts and Freight	1,000	
	Equipment Servicing	1,000	
	Miscellaneous Equipment Maintenance	500	
	Total Equipment Repair and Maintenance		2,500
24020 142 7010	Vehicle Repair and Maintenance		
	Maintenance for Two Vehicles	12,000	
	Total Vehicle Repair and Maintenance		12,000
24020 142 7501	Utilities Expense		
	Interdepartmental Transfer	6,000	
	Monthly City Billing	6,000	
	Total Utilities		12,000
24020 142 7505	Travel		
	Chainsaw Training	-	
	Certified Playground Inspector	-	
	Alaska Trails Conference	-	
	Total Travel		-
24020 142 7506	Publications Expense		
	Radio and Newspaper	500	
	Printed Media	250	
	Total Publications Expense		750
24020 142 7513	Training	-	-
24020 142 7621	Charges From Public Works	-	-
	Charges From Capital Facilities	2,500	2,500
	Charges From Garage	2,800	2,800
24020 142 7900	Parks Capital		
	Total Park Expenditures		\$ 154,977

City & Borough of Wrangell Alaska
Parks & Recreation Special Revenue Fund
Fiscal Year 2021

		Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
RECREATION						
Revenue						
24030 143 4101	PERS On-behalf Revenue	-	-	-	-	3,116
24030 143 4701	Admissions/User Fees	20,413	27,464	18,297	21,000	-
24030 143 4702	Program Revenues	-	-	(525)		14,200
24030 143 4705	Facility Rental	-	-	5,000	5,000	5,000
24030 143 4707	Equipment Rental	-	-	-	-	1,000
24030 143 4716	Community Contractor Revenue	2,114	2,076	-	-	-
24030 143 4910	Transfer from General Fund		-	-	-	-
Total Revenue		151,244	29,539	17,772	26,000	23,316
Expenditures						
Personnel						
24030 143 6000	Salaries & Wages	78,308	90,234	67,367	63,702	95,688
24030 143 6100	Personnel Benefits	31,825	36,721	29,952	26,545	29,534
Total Personnel		110,133	126,955	97,319	90,247	125,222
Commodities						
24030 143 7001	Materials & Supplies	11,831	4,531	2,820	-	7,000
24030 143 7002	Facility Repair & Maintenance	11,306	14,065	10,000	18,500	13,000
24030 143 7006	Information Technology					3,970
24030 143 7008	Non-capital Equipment	-	-	-	4,000	-
24030 143 7009	Equipment Repair & Maintenance	-	-	-	1,000	-
Total Commodities		23,137	18,596	12,820	23,500	23,970
Constructual						
24030 143 7501	Utilities	7,750	7,654	7,500	7,500	10,000
24030 143 7502	Phone/Internet	2,027	2,193	1,480	-	3,000
24030 143 7505	Travel	307	5,101	-	-	3,500
24030 143 7506	Publications & Advertising	939	312	-	2,000	750
24030 143 7508	Insurance	4,331	3,698	-	-	8,868

City & Borough of Wrangell Alaska
Parks & Recreation Special Revenue Fund
Fiscal Year 2021

	Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
RECREATION					
24030 143 7509 Processing Fees				1000	1625
24030 143 7513 Training					200
24030 143 7515 Permits, Inspections & Compliance	490	490	-	-	500
24030 143 7621 Public Works Labor Charges	220	-	-	-	-
24030 143 7629 Charges from Capital Facilities	-	4,766	5,000	17,100	5,000
Total Constructual	16,064	24,214	13,980	27,600	33,443
24030 143 7900 Capital Expenditures	-	-	-	-	-
24030 143 7901 Construction Expense	-	-	-	-	-
Total Other Expenses	-	42,810	17,126	48,100	
Total Expenses	149,335	212,576	141,246	189,447	182,635
Transfers	128,717	-	-	-	-
Total Revenue & Expenses	\$ 1,909	\$ (183,036)	\$ (123,474)	\$ (163,447)	\$ (159,319)

Parks & Recreation Detail

Fiscal Year 2021

Account	Account Description	Detail Amount	Total Amount
24030 143 6001	Salaries	23,054	
24030 143 6002	Temporary Wages	30,000	
24030 143 6003	Hourly Wages	41,134	
24030 143 6004	Part Time Wages		
24030 143 6005	Overtime	1,500	
Total Salaries & Wages			95,688
24030 143 6101	Employer Tax	1,104	
24030 143 6102	PERS Retirement	13,834	
24030 143 6103	SBS	4,666	
24030 143 6210	Employee Health Benefits	7,858	
24030 143 6220	Life Insurance	133	
24030 143 6222	Workers Compensation	1,940	
24030 143 6100	Total Personnel Benefits		29,534
24030 143 7001	Materials and Supplies		
	Janitorial Supplies	1,000	
	Office Supplies	500	
	Printer Supplies	500	
	Program Consumables	1,000	
	System Materials eg. Filters	2,000	
	Miscellaneous Materials and Supplies	2,000	
Total Materials and Supplies			7,000
24030 143 7002	Facility Repair and Maintenance		
	HVAC and sprinkler systems	3,000	
	Building Infrastructure	5,000	
	Lighting and Electrical	-	
	Preventative and general maintenance	5,000	
Total Facility Repair and Maintenance			13,000
24030 143 7009	Equipment Repair and Maintenance		-
24030 143 7008	Non-Capital Equipment		
	Recreation Program Equipment	-	
Total Non-Capital Equipment			-
24030 143 7006	Information Technology		

	LJ Alarm System	1,680	
	MyRec	1,500	
	Computer, Software Maintenance	600	
	Computer Programs (Office, Adobe)	150	
	Newsletter Software	40	
	Total Information Technology	3,970	
24030 143 7501	Utilities		
	Interdepartmental Transfer	5,000	
	City Billing	5,000	
	Toatl Utilities	10,000	
24030 143 7502	Phone and Internet		
	Community Center Internet (APandT)	1,500	
	Community Center Telephone (APandT)	1,500	
	Total Phone and Internet	3,000	
24030 143 7505	Travel and Training		
	Youth Basketball Travel	1,750	
	Youth Wrestling Travel	1,750	
	Alaska Recreation and Parks Conference	-	
	Total Travel and Training	3,500	
24030 143 7506	Publications Expense		
	Newspaper and Radio	500	
	Printed Media	250	
	Total Publications Expense	750	
24030 143 7508	Liabilities and Property Insurance		
	Liability	-	
	Property	8,868	
	Total Liabilities and Property Insurance	8,868	
24030 143 7509	Payment Processing		
	Authorize.net	625	
	Priority Payment Systems	500	
	Wells Fargo	500	
	Total Payment Processing	1,625	
24030 143 7513	Training		
	Background Checks	200	
	Alaska Recreation and Parks Conference	-	
	Total Training	200	
24030 143 7515	Permits, Inspections & Compliance		
	DEC Kitchen Permits	500	
	Total Permits, Inspections & Compliance	500	

24030 143 7529	Charges From Capital Facilities	5,000
24030 143 7900	Recreation Capital	
11000 000 8900	Transfer to CIP- Recreation	
Total Recreation Expenditures		\$ 182,635

Item a.

City & Borough of Wrangell Alaska
 Secure Rural Schools Fund
 Fiscal Year 2021

		2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
REVENUES						
25000 000 4170 40	Secure Rural Schools - Federal Payment	890,217	986,580	883,647	883,647	880,000
25000 000 4550	Interest Income	3,520		15,000	15,000	7,500
	Total Revenue	893,737	986,580	898,647	898,647	887,500
TRANSFERS OUT						
25000 000 7825	Support To Wrangell Public Schools	848,488	848,488	1,300,000	1,300,000	1,300,000
25000 000 7825	School Maintenance			100,000	100,000	100,000
	School Maintenance Streets			65,000	65,000	55,000
25000 000 8910	Transfer To General Fund For Streets	53,413	49,926	-		112,214
	TOTAL TRANSFERS	901,901	898,414	1,465,000	1,465,000	1,567,214
	Net Revenue over Transfers	(8,164)	88,166	(566,353)	(566,353)	(679,714)
	Estimated Fund Balance - Beginning	\$ 3,278,862	\$ 3,270,698	\$ 3,358,864	\$ 3,358,864	\$ 2,792,511
	Estimated Fund Balance - Ending	\$ 3,270,698	\$ 3,358,864	\$ 2,792,511	\$ 2,792,511	\$ 2,112,797

CVB

TRANSIENT TAX & CVB REVENUE

		Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
28000 000 4080	Transient Tax Revenue	48,406	46,604	54,400	50,000	25,000
28000 000 4085	Penalty And Interest	151	83	395	1,000	-
28000 000 4550	Interest Income	391	-	-	250	-
28000 000 4606	Advertising	636	879	5,172	15,000	5,000
	Total Revenue	49,584	47,566	59,967	66,250	30,000

TRANSIENT TAX & CVB EXPENDITURES

28000 000 7001	Materials & Supplies	1,616	748	186	-	520
28000 000 7004	Postage Expense	1,243	6	299	1,500	2,200
28000 000 7502	Phone & Internet	817	1,134	813	1,000	1,200
28000 000 7504	Web Hosting	1,243	6	2,170	1,500	1,836
28000 000 7505	Travel	7,929	9,598	10,697	13,000	11,815
28000 000 7506	Advertising Expense	5,060	2,150	10,457	18,000	11,245
28000 000 7507	Dues	5,060	2,150	3,975	5,000	2,400
28000 000 7513	Training					5,950
28000 000 7576	Promotional	17,374	14,970	2,226	32,000	11,950
28000 000 7821	Contribution To Nolan Ctr	10,000	12,000	12,000	12,000	12,000
	Total Expenditures	50,341	42,762	42,823	84,000	61,116
	Net Revenue over Expenditures	(758)	4,804	17,145	(17,750)	(31,116)

Estimated CVB RESERVES, BEGINNING	151,797	151,039	155,844	155,844	172,988
--	----------------	----------------	----------------	----------------	----------------

Estimated CVB RESERVES, ENDING	\$ 151,039	\$ 155,844	\$ 172,988	\$ 138,094	\$ 141,872
---------------------------------------	-------------------	-------------------	-------------------	-------------------	-------------------

COMMERCIAL PASSENGER VESSEL EXCISE TAX FUND
Item a.

		Actual FY 2018	Actual FY 2019	Year End Estimate FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
28010 000 4180	CPV Revenue Sharing	51,415	35,000	58,660	50,000	5,000
	Total Revenue	51,415	35,000	58,660	50,000	5,000
28010 000 7900	Mount Dewey Trail Extension	178	50,000		50,000	
28010 000 7900	Petroglyph Beach Improvements	-	35,000		50,000	
28010 000 7900	Port Dock Fill	-	-		-	-
28010 000 7900	Summer Float	-	-	67000	85,000	25,000
28010 000 7900	Bump Out Maintenance	-	-		-	1,500
	Total Expenditures	178	85,000	67,000	185,000	26,500
	Net Revenue over Expenditures	51,237	(50,000)	(8,340)	(135,000)	(21,500)
Estimated CPV TAX SHARE FUND, BEGINNING		233,658	284,895	234,895	234,895	99,895
Estimated CPV TAX SHARE FUND, ENDING		\$ 284,895	\$ 234,895	\$ 226,555	\$ 99,895	\$ 78,395

**MARIAN GLENZ MEMORIAL FUND
2018-2019 BUDGET**

		Actual FY 2018	Actual FY 2019	Year End Estimate FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
28020 000 4690	Marian Glenz Donation	50,000	-	-	-	-
	Total Revenue	50,000	-	-	-	-
28020 000 7590	Marketing	-	4,542	13,626	13,626	18,165
	Total Expenditures	-	4,542	13,626	13,626	18,165
FUND BALANCE, BEGINNING		-	50,000	45,458	45,458	31,832
FUND BALANCE, ENDING		50,000	45,458	31,832	31,832	13,667

Account	Detail Description	Quantity	Detail Rate	Detail	
				Amount	Amount
28000 000 7001	Materials & Supplies			-	
	Printer ink	8	40	320	
	misc paper and cards	1	200	200	
	Total Materials & Supplies				520
28000 000 7004	Postage & Shipping				
	Planner inquiry mailings	1	600	600	
	Boatshow shipping of materials barge and Ak Air	1	1,200	1,200	
	INFOX mailing	-	400	-	
	Total Postage & Shipping				2,200
28000 000 7502	Phone & Internet				
	AP&T	12	60	720	
	AT&T 1-800	12	40	480	
	Telephone access for meetings				
	Total Phone & Internet				1,200
28000 000 7504	Web Hosting				
	Wrangellalaska.org and similar renewals 2 years	3	120	360	
	wrangell.info and similar renewals	3	360	1,080	
	wrangell.travel	1	396	396	
	Toatl Web Hosting				1,836
28000 000 7505	Travel			-	
	ATIA Conference Air	1	600	600	
	ATIA Conference Hotel	4	150	600	
	ATIA Conference Car	4	50	200	
	ATIA Conference Perdiem	5	50	250	
	SATC Annual meeting Air	-	350	-	
	SATC Annual meeting Hotel	-	150	-	
	DMAWest air hotel car perdiem (based on FY19 - 5 days unknown location)	1	2,300	2,300	
	Boatshow Air	3	500	1,500	
	Boatshow Hotel (per total nights for all individuals)	19	185	3,515	
	Boatshow Perdiem (per total nights for all individuals)	19	50	950	
	Boatshow Car	4	80	320	
	Alaska Media Roadshow Air	1	700	700	
	Alaska Media Roadshow Hotel	4	150	600	

Account	Detail Description	Quantity	Detail Rate	Detail	Amount
				Amount	
	Alaska Media Roadshow Car/uber	2	40	80	
	Alaska Media Roadshow Perdiem	4	50	200	
	Travel				11,815
28000 000 7506	Publications & Advertising			-	
	Travel Guide Breath of Bear	1	1,595	1,595	
	Alaska travel industry association State Travel planner	1	4,200	4,200	
	ATIA - online advertising	8	400	3,200	
	Cornell Lab of Ornithology Living Bird	-	550	-	
	Cornell Lab of Ornithology All about Birds digital	1	2,000	2,000	
	Milepost Cooperative advert	-	2,600	-	
	Alaska Magazine	-	450	-	
	Ketchikan CVB Advertising	1	250	250	
	Facebook Targeted advertising	-	300	-	
	ATIA targeted email	-	1,250	-	
	Total Publications & Advertising				11,245
28000 000 7507	Memberships & Dues			-	
	ATIA annual membership	1	250	250	
	DMAWest annual membership	1	350	350	
	Travel Juneau annual membership	1	400	400	
	Visit Anchorage Annual membership	1	400	400	
	Southeast Alaska Tourism Council annual membership	1	1,000	1,000	
	Total Memberships & Dues				2,400
28000 000 7513	Training				
	Boatshow registration		1,000		
	Alaska Media Roadshow registration		4,000		
	ATIA Conference registration		550		
	DMAWest registration		400		
	Total Training				5,950
28000 000 7576	Promotional			-	
	Design Work for advertising	1	1,500	1,500	
	Travel Writer Assistance	1	3,000	3,000	
	Photo Purchase	1	1,000	1,000	
	Online Banners: All About Birds, ATIA	1	1,500	1,500	
	Birding Festival support	1	1,000	1,000	

Account	Detail Description	Quantity	Detail Rate	Detail	
				Amount	Amount
	Bearfest Festival Support	1	1,000	1,000	
	Video production/purchase	1	1,200	1,200	
	HOP In Parks and Rec support	1	500	500	
	Boatshow promotional efforts	1	250	250	
	Sticker design and printing	4	250	1,000	
	Total Promotional				11,950
28000 000 7821	Contribution to Nolan Center Civic Center				
	Visitor Center and inquiry response support	1	12,000	12,000	
	Total Contribution to Nolan Center Civic Center				12,000
	Total:				\$ 61,116

City & Borough of Wrangell Alaska
Residential Construction Fund
Fiscal Year 2021

Item a.

		Actual FY 2018	Actual FY 2019	YTD Actual 04/2020	Approved Budget FY 2020	Budget Manager FY 2021
REVENUE						
50000 000 4650	Lot Sales	1362	79691	38008	32000	6000
50000 000 4550	Interest Income	112	1,309	600	2,600	1,000
		1,474	81,000	38,608	34,600	7,000
EXPENDITURES						
50000 000 7001	Materials & Supplies	800	-	-	-	-
50000 000 7510	Engineering & Surveying	-	-	750	68,000	165,000
	Institute Property \$150,000					
	Byford Property \$10,000					
	Etolin Properties \$5,000					
50000 000 7506	Publications	-	500	-	500	500
		800	500	750	68,500	165,500
Transfer from Economic Recovery Fund						50,000
Estimated Fund Balance - Beginning		(4,538)	(3,864)	76,636	76,636	114,494
Estimated Fund Balance - Ending		(3,864)	76,636	114,494	43,236	5,994

EXPLANATION

The residential construction fund was established on January 14, 1992 by resolution 01-92-420. the fund was designed to be a revolving fund for the development of residential lands. The revenues derived from the sale of residential lots is to be put into this dedicated fund for the purpose of providing seed money for the next residential development.

INDUSTRIAL CONSTRUCTION FUND
CITY AND BOROUGH OF WRANGELL
Fiscal Year 2021

Item a.

		Actual	Actual	YTD Actual	Approved	Budget
		FY 2018	FY 2019	FY 2020	Budget	Manager
					FY 2020	FY 2021
REVENUE						
52000 000 4650	Lot Sales	24,157	6,452	-	8,000	8,000
52000 000 4550	Interest Income	4,662	1,933	1,243	4,500	4,500
	TOTAL REVENUES	28,819	8,385	1,243	12,500	12,500
EXPENDITURES						
52000 000 7501	Utilities	-	-	402	-	-
52000 000 7515	Surveying (Marine Service Center)	-	17,500	-	15,000	15,000
52000 000 7515	Environmental Costs	240	609	-	-	-
52000 000 7001	Misc. Industrial Costs	1,043	376	6,133	-	-
52000 000 7506	Publications	-	-	-	-	-
52000 000 7900	5th and 6th Ave. Construction	-	-	-	235,000	
	TOTAL EXPENDITURES	1,283	18,485	6,535	250,000	15,000
Estimated Fund Balance - Beginning		327,926	355,462	345,362	340,070	340,070
Estimated Fund Balance - Ending		<u>355,462</u>	<u>345,362</u>	<u>340,070</u>	<u>102,570</u>	<u>337,570</u>

EXPLANATION

The industrial construction fund was established on December 10, 1991 by resolution 12-91-418. The fund was designed to be a revolving fund for the development of industrial lands. the revenues derived from the sale of industrial lots is to be put into this dedicated fund for the purpose of providing seed money for the next industrial development.

CITY AND BOROUGH OF WRANGELL
ECONOMIC RECOVERY FUND
Fiscal Year 2021

		2018	2019	YTD Actual	Approved	Budget
		Actual	Actual	FY 2020	Budget	Manager
					FY 2020	FY 2021
REVENUES						
53000 000 4550	Interest Revenue	1,453	1,000	-	5,000	5,000
53000 000 4380	Proceeds From Sale Of Belt Freezer	950,000	-	-	-	-
	TOTAL REVENUES	951,453	1,000	-	5,000	5,000
EXPENDITURES						
53000 000 7900	Property Purchases		-	-	1,363,445	-
53000 000 8900	Transfer to Residential Land Fund					(50,000)
	TOTAL ECONOMIC RECOVERY FUND EXP	-	-	-	1,363,445	(50,000)
	Estimated Fund Balance - Beginning	401,992	1,353,445	1,354,445	1,354,445	1,354,445
	Estimated Fund Balance - Ending	1,353,445	1,354,445	1,354,445	(4,000)	1,309,445

SALES TAX FUND
CITY OF WRANGELL
2019-2020 DRAFT BUDGET

Item a.

		Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
REVENUE						
22000 000 4015	Sales Tax Revenue	2,479,073	2,112,000	2,898,749	2,650,000	1,888,000
22000 000 4015	Interest Earned	10,000	10,000		20,000	5,000
	Total	2,489,073	2,122,000	2,898,749	2,670,000	1,893,000
EXPENDITURES						
22000 000 8910	TRANSFER TO GENERAL FUND (68%)	547,085	1,436,160	1,971,149	1,802,000	1,283,840
STREETS EXPENDITURES (4%)						
22010 000 7900	Evergreen Paving Match	554,077	-		-	-
22010 000 7900	Sidewalk Repairs	-	-	9,500	-	
22010 000 7900	Street Paving	-	100,000		-	-
	Transfer to General Fund Streets					100,000
	Total Streets Expenditures	554,077	100,000	9,500	-	100,000
SCHOOLS, HEALTH, SANITATION (28%)						
22030 000 7825	Transfer To School	667,800	583,800		-	-
22030 000 8916	Transfer to Debt Service Fund	-	142,024	189,114	268,250	272,750
22030 000 8924	Trans. To Pool/For School	29,000	29,000	29,000	29,000	30,000
	Transfer to Sanitation for Bailer CIP					90,000
22030 000 7540	Sales Tax Audits	-	5,000		5,000	5,000
	Total Support to Schools	696,800	759,824	218,114	302,250	397,750
	Net Revenue over Expenses & Transfers	691,111	(173,984)	699,986	565,750	111,410
BEGINNING STREETS RESERVE		778,903	324,389	318,869	324,389	450,389
BEGINNING SCHOOLS/HEALTH/SAN. RESERVE		621,716	621,856	453,392	621,856	1,061,606
ENDING STREETS RESERVE		324,389	318,869	425,319	450,389	430,909
ENDING SCHOOLS/HEALTH/SAN. RESERVE		621,856	453,392	1,046,928	1,061,606	1,192,496

City & Borough of Wrangell Alaska
 Borough Organization Fund
 Fiscal Year 2021

	Actual FY 2018	Actual FY 2019	Year End FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
REVENUES					
INTEREST INCOME	-	1,000			
	-	1,000	-	-	-
TOTAL REVENUE, TRANSFERS, & RESER	312,498	313,498	312,498	312,498	312,498
EXPENDITURES					
	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
Estimated Fund Balance - Beginning	312,498	312,498	312,498	312,498	312,498
Estimated Fund Balance - Ending	312,498	313,498	312,498	312,498	312,498
EXPLANATION					
THE PLAN FOR THE REMAINING FUNDS WILL BE FOR FUTURE LAND ENTITLEMENT, SURVEYING AND OTHER COSTS.					

City & Borough of Wrangell Alaska
Debt Service Fund
Fiscal Year 2021

		Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
REVENUES & TRANSFERS IN						
16000 000 4591	State School Reimburse.	125,186	126,026	79,136	-	-
16000 000 4910	Transfer From General Fund	142,139	-	-	128,250	
16000 000 4922	Transfer From Sales Tax Fund		142,024	189,114	140,000	272,750
		267,325	268,050	268,250	268,250	272,750
EXPENDITURES						
16010 000 7800	2006 School Bond Principal	205,000	215,000	225,000	225,000	235,000
16010 000 7801	2006 School Bond Interest	33,450	25,050	16,250	16,250	11,750
16010 000 7800	2011 School Bond Principal	25,000	25,000	25,000	25,000	25,000
16010 000 7801	2011 School Bond Interest	3,875	3,000	2,000	2,000	1,000
		267,325	268,050	268,250	268,250	272,750

Both of the above school bonds mature in 2021. This year's (FY 2021) debt service will total \$272,750, and the following year (2022), debt service will be \$0, unless additional General Obligation bonds are issued.

City & Borough of Wrangell Alaska
Permanent Fund
Fiscal Year 2021

	Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
REVENUE					
20000 000 4371 Cold Storage Lease		16,440	16,440	16,440	16,440
20000 000 4550 Interest		378,439	113,456	250,000	233,560
Total Revenues	-	394,879	129,896	266,440	250,000
EXPENDITURES					
20000 000 8910 Transfer To General Fund		250,000	250,000	250,000	250000
20000 000 8953 Transfer For Mill Property Purchase		-			
20000 000 8924 Transfer to Parks & Recreation					30000
	-	250,000	250,000	250,000	280,000
Total Revenue & Expenses	-	144,879	(120,104)	16,440	(30,000)
Estimated Fund Balance - Beginning		-	8,783,072	8,783,072	8,662,968
Estimated Fund Balance - Ending		8,783,072	8,662,968	8,799,512	8,632,968
Borough Fund			7543712		7517588
Pool Fund			1119255		1115379

Note: Balances are based on an estimate of Permanent Fund balances, though actual balances fluctuate with the underlying value of the stocks and other financial investments across which the Permanent Fund is allocated.

City & Borough of Wrangell Alaska
Hospital Legacy Fund
Fiscal Year 2021

	Actual FY 2018	Actual FY 2019	YTD Actual FY 2020	Budget Manager FY 2021
Revenue				
Hospital Revenue	14,338	254,203	350,000	-
Transfer from General Fund	250,000			
Total Revenue	264,338	254,203	350,000	-
Expenditures				
11125 000 7524 Legal	7,301	2,429	25,000	
11125 000 7508 Insurance	125,086	25,346		27,512
11125 000 7540 Audit	24,000			
11125 000 7519 Environmental Medigation	420			35,000
Total Expenditures	156,807	27,775	25,000	62,512
Total Revenue & Expenses	107,531	226,428	325,000	(62,512)
Estimated Fund Balance - Beginning	-	107,531	107,531	333,959
Estimated Fund Balance - Ending	\$ 107,531	\$ 333,959	\$ 325,000	\$ 271,447

City and Borough of Wrangell

Fiscal Year Budget

Enterprise Funds

City & Borough of Wrangell Alaska
Enterprise Funds
Fiscal Year 2021

	Power & Light	Water	Wastewater	Sanitation	Harbors & Ports
Revenue	4,007,171	599,776	595,057	623,523	1,454,244
Personnel	861,781	222,281	162,663	194,330	385,768
Commodities	231,762	90,050	17,687	32,150	146,000
Contractual	2,790,941	338,510	225,567	389,959	540,521
Capital	45,100		26,000	-	-
Total Expenses	3,929,584	650,841	431,917	616,439	1,072,289
Net Revenue over Expenses	\$ 77,586	\$ (51,065)	\$ 163,140	\$ 7,084	\$ 381,955
Transfers	449,738	-			(460,697)
Net Revenue over Expenses & Transfers	527,324	(51,065)	163,140	7,084	(78,742)
Estimated Fund Balance, unrestricted - Beginning	\$ 4,131,040	\$ 752,150	\$ 1,241,524	\$ 223,679	\$ 1,727,417
Estimated Fund Balance, unrestricted - Ending	\$ 4,658,365	\$ 701,085	\$ 1,404,664	\$ 230,763	\$ 1,648,675
30% Working Capital	1,397,509	210,325	421,399	69,229	494,603
Available for Capital Improvement Projects Capital Equipment, Bond, & Debt Payment	3,260,855	490,759	983,265	161,534	1,154,073

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Revenue					
70000 200 4101 PERS On-behalf Revenue	20,093	6,101	-	21,450	41,113
70000 200 5010 Residential Kwh Sales	1,717,620	1,606,454	1,654,664	1,550,000	1,620,000
70000 200 5011 Small Commercial Kwh Sales	1,405,873	1,284,944	1,240,379	1,300,000	1,300,000
70000 200 5012 Large Commercial Kwh Sales	947,860	879,864	785,086	900,000	850,000
70000 200 5015 Fuel Surcharge	91,687	42,187	65,689	410,000	45,000
70000 200 5018 Labor Charges	533	325	-	5,500	750
70000 200 5020 Electric fees & permits	5,698	1,913	1,350	7,500	2,000
70000 200 5021 Write-offs from Collections Agency	1,740	-	-	2,500	1,500
70000 200 5022 Service Charges	9,770	10,300	13,025	5,500	10,000
70000 200 5029 Write-offs Collected at City Hall	1,251	1,563	3,625	-	-
70000 200 5030 Equipment Rental	85	43,068	-	1,500	700
70000 200 5031 Pole Rental	(1,445)	42,760	45,151	36,920	46,000
70000 200 5032 Late Fees	22,398	13,831	8,846	20,000	10,000
70000 200 5033 Investment income	3,597	-	-	6,000	3,000
70000 200 5034 Material Sales	11,067	1,359	2,517	15,000	3,000
70000 200 5035 SEAPA Rebate	609,547	172,014	-	-	-
70000 200 5036 PERS Termination Liability	45,841	58,573	-	74,108	74,108
Total Revenue	4,893,215	4,165,255	3,820,332	4,355,978	4,007,171
Administration					
70000 201 6001 Salaries & Wages	133,204	130,902	116,789	144,210	149,911
70000 201 6100 Personnel Benefits	73,055	73,239	79,659	101,240	91,902
Total Personnel	206,259	204,141	196,448	245,450	241,813
Commodities					
70000 201 7001 Materials & Supplies	1,061	3,640	3,071	2,000	4,500
70000 201 7002 Facility Repair & Maintenance	-	-	2,468	5,000	3,000
70000 201 7008 Non-Capital Equipment	-	-	-	500	-
70000 201 7100 Uniform,Ggear & Clothing Allowance	-	-	400	-	400
Total Commodities	1,061	3,640	5,939	7,500	7,900
Contractual					
70000 201 7501 Utilities	-	-	-	-	37,500
70000 201 7502 Phone/Internet	6,078	5,921	4,708	4,500	5,136

70000 201 7503	Information Technology	900	1,440	1,942	2,500	2,500
70000 201 7505	Travel	936	-	5,987	-	-
70000 201 7506	Publications & Advertising	-	776	923	6,000	800
70000 201 7508	Insurance	16,555	25,717	22,777	19,250	58,266
70000 201 7509	Bank & Credit Card Fees	13,866	41,756	-	40,000	
70000 201 7510	Engineering	-	-	2,831	20,000	
70000 201 7513	Training Employee	-	-	-	-	-
70000 201 7515	Permits, Inspections, Compliance	-	95	589	8,000	1,200
70000 201 7540	Auditing Services	12,500	12,500	-	12,500	6,000
70000 201 7603	Charges from Finance	70,000	82,556	47,664	80,260	65,625
70000 201 7622	Garage Charges	-	-	-	-	1,000
70000 201 7629	Charges from Capital Facilities	-	-	215	-	5,000
70000 201 7851	PERS Termination Liability Payment	50,425	60,165	341	74,108	74,108
70000 201 7915	Meter Deposit Interest Expense	1,946	24,885	16	50	-

Total Contractual	173,206	255,811	87,993	267,168	257,135
Total Administration	380,526	463,592	290,380	520,118	506,848

Generation

Personnel		-	-	-	
70000 202 6001 Wages	96,097	126,409	71,335	133,680	84,514
70000 202 6100 Personnel Benefits	17,712	14,047	31,062	55,100	42,524
Total Personnel	113,809	140,456	102,397	188,780	127,038

Commodities

70000 202 7001	Materials & Supplies	6,756	4,049	7,263	15,000	8,097
70000 202 7002	Facility Repair & Maintenance	9,590	6,349	7,543	28,000	1,000
70000 202 7009	Equipment Repair & Maintenance	-	42,032	8,512	20,000	1,400
70000 202 7010	Vehicle Maintenance	13,751	19,162	-	-	-
70000 202 7015	Fuel & Oil - Automotive	-	4,196	-	-	-
70000 202 7016	Fuel & Oil - Generation	222,460	626,431	114,653	500,000	192,715
70000 202 7017	Fuel - Heating	17,349	16,381	18,853	15,000	-
70000 202 7100	Uniform, Gear & Clothing Allowance	-	444	273	400	800
Total Commodities		269,906	719,044	157,097	578,400	204,012

Contractual

70000 202 7501	Utilities	2,280	2,280	1,520	2,280	37,500
70000 202 7505	Travel	1,420	5,254	345	8,000	-
70000 202 7510	Engineering	-	-	13,620	17,000	3,000
70000 202 7515	Permits, Inspections & Compliance	5,062	5,937	3,422	8,100	500
70000 202 7622	Charges from Garage	-	28,793	-	-	-
70000 202 7629	Charges from Capital Facilities	-	-	3,565	19,000	20,000

70000 202 7850 Hydroelectric Power Purchases	2,574,494	1,927,734	2,263,498	2,450,000	2,450,000
Total Contractual	2,583,257	1,969,997	2,285,970	2,504,380	2,511,000
70000 202 7900 Capital Equipment	7,800	136,741	56,173	-	40,000
Total Expenses Generation	2,974,771	3,062,698	2,359,514	3,271,560	2,882,050

Distribution

Personnel

70000 206 6001 Wages	295,152	323,753	224,187	322,050	296,981
70000 203 6100 Personnel Benefits	61,776	170,166	749,217	21,662	195,949
Total Personnel	356,928	493,919	973,404	343,712	492,930

Commodities

70000 203 7001 Materials & Supplies	51,905	24,189	5,010	30,000	12,250
70000 203 7009 Equipment Repair & Maintenance	-	3,016	-	-	1,200
70000 203 7010 Vehicle Maintenance	11,701	19,960	3,624	46,000	4,000
70000 203 7033 Street Lighting	-	-	-	10,000	1,200
70000 203 7100 Uniform, Gear & Clothing Allowance	1,643	2,849	400	1,600	1,200
Total Commodities	65,250	50,014	9,034	87,600	19,850

Contractual

70000 203 7501 Utilities	1,017	1,017	678	1,020	-
70000 203 7502 Phone/Internet	-	-	-	2,500	706
70000 203 7505 Travel	9,791	9,722	200	8,000	-
70000 203 7506 Publications & Advertising	-	-	-	-	-
70000 206 7513 Training	-	-	-	-	-
70000 203 7515 Permits, Inspections & Compliance	-	285	-	-	3,100
70000 203 7519 Professional Services Contractual	-	-	63	15,000	10,000
70000 203 7621 Public Works Labor Charges	2,676	441	437	1,764	-
70000 203 7622 Charges from Garage	21,720	-	1,926	-	9,000
70000 203 7629 Charges from Capital Facilities	-	2,546	542	-	-
Total Contractual	35,205	14,010	3,845	28,284	22,806

Capital Expense

70000 203 7900 Capital Expenditures	6,564	46,970	20,386	124,000	-
70000 203 7901 Construction Expense	-	-	-	-	-
70000 203 7910 Utility Poles	(15,883)	-	9,615	10,000	-
70000 203 7911 Transformers	-	-	3,521	8,500	-
70000 203 7912 Electric Line	-	-	1,293	5,000	-
70000 203 7913 Meters	15,057	4,763	10,445	127,500	5,100
Total Capital Expenses	5,738	51,733	45,260	275,000	5,100
Total Distribution Expenses	463,120	609,676	1,031,543	734,596	540,686

Item a.

	Total Expenses	3,818,418	4,135,967	3,681,436	4,526,274	3,929,584
Transfers						
70000 202 8900 Transfer to Other Fund, Miscellaneous		-	-	(8,038)	(180,000)	449,738
Total Transfers		-	-	(8,038)	(180,000)	449,738
Total Revenue & Expenses		1,074,797	(328,945)	(211,501)	(529,190)	527,324
Estimated Fund Balance - Beginning		3,385,188	4,459,985	4,112,790	4,131,040	4,131,040
Estimated Fund Balance - Ending		4,459,985	4,131,040	3,901,289	3,601,850	4,658,365
<i>30% working Capital</i>		<i>1,783,994</i>	<i>1,652,416</i>	<i>1,560,516</i>	<i>1,440,740</i>	<i>1,863,346</i>
<i>Available for Capital Improvement Projects, Equipment, Debt Payments & Bond Payments</i>		<i>2,675,991</i>	<i>2,478,624</i>	<i>2,340,773</i>	<i>2,161,110</i>	<i>2,795,019</i>

City & Borough of Wrangell Alaska
Power & Light Fund
Fiscal Year 2021

Account	Detail Description	Detail Rate	Detail Amount	Total Amount
Administration				
70000 201 6001	Salaries			100,182
70000 201 6002	Temporary Wages			2,500
7000 201 6003	Hourly Wages			46,696
70000 201 6005	Overtime			533
	Total Wages			149,911
70000 201 6101	Employer Tax			2,179
70000 201 6102	PERS Retirement			32,509
70000 201 6103	SBS			9,212
70000 201 6210	Employee Health Benefits			44,260
70000 201 6220	Life Insurance			200
70000 201 6222	Workers Compensation			3,542
	Total Personnel Benefits			91,902
70000 201 7001	Materials & Supplies		-	
	Office Supplies		2,500	
	Cleaning Supplies		2,000	
	Total Materials & Supplies			4,500
70000 201 7002	Facility Repair & Maintenance		-	
	Camera		1,000	
	Heat Pumps		2,000	
	Total Facility Repairs & Maintenance			3,000
70000 201 7100	Uniform, gear & clothing allowance		-	
	Clothing Allowence for PPE	1	400	
	Total Uniform, gear & clothing allowance			400
70000 201 7501	Utilities		-	
	Admin Building water sewer garbage	12	3,125	37,500
	Total Utilities			37,500
70000 201 7502	Phone & Internet			
	AP&T Phone Service	12	235	2,820
	GCI Internet	12	134	1,608
	ATT Cell Phone	12	59	708

City & Borough of Wrangell Alaska
Power & Light Fund
Fiscal Year 2021

Account	Detail Description	Detail Rate	Detail Amount	Total Amount
	Total Phone & Internet			5,136
70000 201 7503	Information Technology			
	Computer Services & Software Upgrades	1	1,640	1,640
	Maintenance	1	1,440	1,440
	Total Information Technology			2,500
70000 201 7505	Travel Employee		-	
	Travel, Lodging, Food, Car Air, Lodging, Per Deim Cordova		1,700	
	Total Travel			-
70000 201 7506	Publications & Advertising		-	
	Publishing Ads, Announcements			800
	Total Publications & Advertising			800
70000 201 7508	Insurance		-	
	Property			58,266
70000 201 7513	Training Employee		-	
	Electrify Alaska		-	-
70000 201 7515	Permits, Inspections, Compliance			
	Permits and OSHA compliant			1,200
				1,200
70000 201 7540	Auditing Services			6,000
	Portion of cost annual outside audit			6,000
70000 201 7603	Charges from Finance			
	Charges for software billing services		36,342	
	Credit Card Fees		29,283	
	Total Charges From Finance			65,625
70000 201 7622	Garage Charges		-	1,000
	Truck Maintenance			1,000
70000 201 7629	Charges from Capital Facilities		-	
	Facility Maintenance Staff Time			5,000
				5,000

City & Borough of Wrangell Alaska
Power & Light Fund
Fiscal Year 2021

Account	Detail Description	Detail Rate	Detail Amount	Total Amount
70000 201 7851	PERS Termination Liability SEAPA absorbing TBPA employees		-	74,108
	Total Administration			506,848
Generation				
70000 202 6003	Hourly Wages		-	76,378
70000 202 6005	Overtime			8,136
	Total Wages			84,514
70000 202 6101	Employer Tax		-	1,225
70000 202 6102	PERS Retirement		-	25,354
70000 202 6103	SBS		-	5,181
70000 202 6210	Employee Health Benefits		-	8,731
70000 202 6222	Workers Compensation		-	2,033
	Total Personnel Benefits			42,524
70000 202 7001	Materials & Supplies Filters and Gaskets		-	8,097
	Total Materials & Supplies			8,097
70000 202 7002	Facility Repair & Maintenance	1	100	1,000
	General Building Repair	-	1,200	
	Total Facility Repairs & Maintenance			1,000
70000 202 7009	Equipment Repair & Maintenance		-	
	General Equipment EMD Repair	-	15,000	-
	Generator and Engine Parts	1	1,400	1,400
	Total Equipment Repair & Repair Maintenance			1,400
70000 202 7016	Fuel & Oil - Generation Diesel Fuel for Powerplant			137,715
	Engine Oil for EMD Oil Changes			55,000
	Total Fuel & Oil - Generation			192,715
70000 202 7017	Fuel - Heating		20,000	-
70000 202 7100	Uniform, gear & clothing allowance		-	-

City & Borough of Wrangell Alaska
Power & Light Fund
Fiscal Year 2021

Account	Detail Description	Detail Rate	Detail Amount	Total Amount
	Clothing Allowence			800
	Total Uniform, gear & clothing allowance			800
70000 202 7501	Utilities		-	
	Powerplant water sewer garbage and electricity			37,500
	Total Utilities			37,500
70000 202 7505	Travel		-	-
	Travel, Lodging, food Car			
	Total Travel			
70000 202 7510	Engineering		-	
	Annual Engineering Support			3,000
	Total Engineering			3,000
70000 202 7513	Training			-
	Electrical Generation Training			
70000 202 7515	Permits, Inspections & Compliance			
	DEC EIA Generator emmisions permits			500
	Total Permits, Inspections & Compliance			500
70000 202 7629	Charges from Capital Facilities		-	
	Facility Maintenance Staff Time		20,000	
	Total Charges from Capital Facilities			20,000
70000 202 7850	Hydroelectric Power Purchases		-	2,450,000
70000 202 7900	Capital Equipment		-	
	Install Fuel Centrifuge		10,000	
	Exhaust Fans for Generators		15,000	
	Black start Green Generator		15,000	
	Total Capital Equipment			40,000
	Total Generation			2,882,050
Disribution				
70000 203 6001	Salaries		-	
70000 203 6002	Temporary Wages		-	15,000
70000 203 6003	Hourly Wages		-	225,802

City & Borough of Wrangell Alaska
Power & Light Fund
Fiscal Year 2021

Account	Detail Description	Detail Rate	Detail Amount	Total Amount
	Stand by Wages			40,560
70000 203 6004	Part Time Wages		-	
70000 203 6005	Overtime		-	15,619
	Total Salaries & Wages			296,981
70000 203 6101	Employer Tax		-	4,089
70000 203 6102	PERS Retirement		-	84,594
70000 203 6103	SBS		-	17,285
70000 203 6210	Employee Health Benefits		-	83,198
70000 203 6222	Workers Compensation		-	6,783
	Total Personnel Benefits			195,949
70000 203 7001	Materials & Supplies		-	
	Nordic Pads Insulators crossarms			12,250
	sectionalized switches			
	Cut outs fuses hardware			
	Pole Brackets Guy wire anchors			
	Tools and special equipment			
	Total Materials & Supplies			12,250
70000 203 7009	Equipment Repair & Maintenance		-	
	Major Equipment Repair Digger			
	Chain Saw Repair			1,200
	Total Equipment Repair & Maintenance			1,200
70000 203 7010	Vehicle Maintenance		-	
	Vehicle Repair and Maintence			4,000
	Total Vehicle Maintenance			4,000
70000 203 7033	Street lighting		-	
	LED Street Light Photocells			1,200
	Total Street lighting			1,200
70000 203 7100	Uniform, Gear & Clothing Allowance		-	
	Clothing Allowance	3.00	400	1,200
	Total Uniform, Gear & Clothing Allowance			1,200
7000 203 7502	Phone		706	706
70000 2037505	Travel Employee		6,082	-

City & Borough of Wrangell Alaska
Power & Light Fund
Fiscal Year 2021

Account	Detail Description	Detail Rate	Detail Amount	Total Amount
70000 2037513	Training Employee		700	-
70000 203 7515	Permits, Inspections & Compliance		3,100	3,100
	Glove and Hot Stick Testing			
70000 203 7519	Professional Services Contractual		-	10,000
70000 203 7622	Charges from Garage		10,000	9,000
70000 203 7910	Utility Poles		-	-
70000 203 7911	Transformers		-	-
70000 203 7912	Electric Line		-	-
70000 203 7913	Meters		5,100	5,100
	Total Distribution			540,686
Total Electric				\$ 3,929,584

City & Borough of Wrangell Alaska
Harbors & Port Fund
Fiscal Year 2021

	Harbors	Service Center	Ports	Total
Revenue	992,971	307,585	153,688	1,454,244
Expenses				
Personnel Costs	165,321	128,444	92,003	385,768
Commodities	34,900	82,000	29,100	146,000
Contractual	324,913	133,622	81,985	540,521
Capital Expenses	-	-	-	-
Total Expenses	525,135	344,066	203,089	1,072,289
Net Revenue over Expenses	467,836	(36,481)	(49,401)	381,955
Transfer to CIP	(435,697)			(460,697)
Net Revenue over Expenses & Transfers	\$ 467,836	\$ (36,481)	\$ (49,401)	(78,742)
Estimated Fund Balance, unrestricted- Beginning				1,727,417
Estimated Fund Balance, unrestricted - Ending				1,648,675
<i>30% working Capital</i>				494,603
<i>Reserved for Meyer's Chuck</i>				690,000
<i>Available for Capital Improvement Projects,</i>				464,073
<i>Equipment, Debt Payments & Bond Payments</i>				

City & Borough of Wrangell Alaska
Harbors Administration
Fiscal Year 2021

		2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager
Administration						
Expenses						
Personnel						
74000 401 6001	Salaries	119,074	128,380	98,252	122,990	117,602
74000 401 6100	Personnel Benefits	38,672	104,051	69,191	87,200	69,582
Total Personnel		157,746	232,431	167,443	210,190	187,184
Commodities						
74000 401 7001	Materials & Supplies	4,851	9,190	3,929	5,500	5,500
74000 401 7002	Facility Repair & Maintenance	1,033	9	331	20,000	10,000
74000 401 7010	Vehicle Maintenance	31,024	24,040	10,454	35,000	10,000
Total Commodities		36,908	33,240	14,714	60,500	25,500
Contractual						
74000 401 7502	Phone/Internet	6,655	6,883	5,172	6,500	7,000
74000 401 7503	Information Technology	2,608	2,985	1,310	21,800	1,200
74000 401 7505	Travel	6,020	6,359	4,385	5,000	-
74000 401 7506	Publications & Advertising	2,840	3,793	824	6,000	2,300
74000 401 7507	Memberships & Dues	-	-	-	-	-
74000 401 7508	Insurance	5,427	53,888	11,671	32,737	22,263
74000 401 7509	Bank & Credit Card Fees	17,210	15,792	12,191	18,000	18,000
74000 401 7513	Training					1,950
74000 401 7519	Professional Services Contractual	503	-	190	-	4,000
74000 401 7540	Auditing Services	6,900	6,300	-	6,500	6,000
74000 401 7576	Promotional	6,653	11,231	9,628	11,500	11,500
74000 401 7603	Charges from Finance	24,000	28,664	16,000	25,000	26,530
74000 401 7621	Public Works Labor Charges	-	-	-	-	-
74000 401 7622	Charges from Garage	-	-	4,809	-	20,000
74000 401 7629	Charges from Capital Facilities	-	-	168	5,700	4,000
Total Contractual		78,817	135,896	66,348	138,737	124,743
Total Expenses		273,471	401,566	248,504	409,427	337,427
74000 401 7601	Charges to Harbors, Service Center,	(318,983)	(393,957)	-	(409,427)	(337,427)

Transfers	-	-	-	-	-
Total Revenue & Expenses	49,190	(7,732)	(185,029)	-	-
20% Port Allocation					67,485
30% Service Center Allocation					101,228
50% Harbor Allocation					168,713
					<u>337,427</u>

City & Borough of Wrangell Alaska
Harbors Administration Detail
Fiscal Year 2021

		Amount	Total Amount
74000 401 6001	Salaries	74,618	
74000 401 6002	Temporary Wages		
74000 401 6003	Hourly Wages	42,984	
74000 401 6005	Overtime		
	Total Salaries & Wages		117,602
74000 401 6101	Employer Tax	2,829	
74000 401 6102	PERS Retirement	25,872	
74000 401 6103	SBS	7,209	
74000 401 6210	Employee Health Benefits	30,843	
74000 401 6220	Life Insurance		
74000 401 6222	Workers Compensation	2,829	
74000 401 6224	Unemployment		
	Total Personnel Benefits		69,582
74000 401 7001	Material & Supplies		
	office supplies	3,300	
	cleaning supplies	600	
	restroom supplies	1,600	
	Total Material & Supplies		5,500
74000 401 7002	Facility Maintenance & Repair		
	Door & Hardware Replacements	5,000	
	deck painting	400	
	TBD	4,600	
	Total Facility Maintenance & Repair		10,000
74000 401 7010	Vehicle Repair & Maintenance		
	Loader	2,500	
	Boat lifts	5,000	
	Fuel, metal and misc.	2,500	
	Vehicle Repair & Maintenance		10,000

City & Borough of Wrangell Alaska
 Harbors Administration Detail
 Fiscal Year 2021

		Amount	Total Amount
74000 401 7502	Phone & Internet		
	Phone	3500	
	Internet	3500	
	Total Phone & Internet		7,000
74000 401 7503	Information Technology		
	software support	1,200	
	Marine Software	-	
	portion of IT person	-	
	Total Information Technology		1,200
74000 401 7505	Travel		
	Harbormaster Conference Air	-	
	Harbormaster Conference Hotel	-	
	Total Travel		-
74000 401 7506	Publication Expenses		
	Magazine ads	2700	-
	harbor/boatyard shirts	2000	1,000
	Wrangell Sentinel, chamber, derby etc		1,300
	Total Publication Expense		2,300
74000 401 7513	Training		
	Online Clases	1200	
	Harbormaster Conference	-	
	CPR & First Aid	750	
	Total Training		1,950
74000 401 7576	Promotions Expense		
	Fish Expo- Booth, Air, Hotel, Van, Perdiem	5,500	
	Shipping, parking and misc		
	Seattle Boat Show - Booth, Air, Hotel, Van	6,000	
	Shipping, Perdiem, parking and misc		

City & Borough of Wrangell Alaska
 Harbors Administration Detail
 Fiscal Year 2021

		Amount	Total Amount
	Total Promotions Expense		11,500
74000 401 7508	Insurance		
	Liability	20,773	
	Vehicles	1,490	
	Total Insurance		22,263
74000 401 7509	Bank & Credit Card Fees	18,000	18,000
74000 401 7519	Professional Services		4,000
	Legal Services	4,000	
74000 401 7540	Audit Expense		
	audit expense		6,000
74000 401 7603	Charges from Finance		
	For administrative and finance work		26,530
74000 401 7622	Charges from Garage		20,000
	Trucks	20000	
74000 401 7629	Charges from Capital Facilities	4,000	4,000
	TOTAL		\$ 337,427

City & Borough of Wrangell Alaska
Harbors
Fiscal Year 2021

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Revenue					
74010 000 4101 PERS On-behalf Revenue	-	-	-	4876	6,837
74010 000 4190 Shared Fisheries Bus. Tax	-	10,376	-	-	10,000
74010 000 4191 Raw Fisheries Bus. Tax	314,455	307,405	284,469	284,469	250,000
74010 000 5200 Stall Rent	574,523	575,740	529,412	596,700	608,634
74010 000 5201 Meyers Chuck Moorage	2,351	4,321	2,088	5,000	4,500
74010 000 5202 Transient Moorage	167,902	126,913	57,402	170,000	80,000
74010 000 5203 Transient Electrical Fees	12,932	10,572	8,933	15,000	5,000
74010 000 5204 Hoist Revenue	3,478	312	-	5,000	-
74010 000 5205 Boat Launch Fees	6,915	9,805	6,575	7,000	7,000
74010 000 5207 Harbor Garbage Charges	-	1,435	5,868	-	5,000
74010 000 5208 Wait List Deposit	600	-	(1,125)	-	-
74010 000 5210 Penalties & Late Fees	17,720	18,162	6,645	8,000	8,000
74010 000 5224 Labor Charges	6,298	11,286	-	10,000	3,000
74010 000 5234 Material Sales	-	2,531	8,500	2,000	2,000
74010 000 5240 Storage	-	1,288	-	-	-
74010 000 5550 Interest Revenue	3,609	2,988	99,120	500	3,000
Total Revenue	1,110,783	1,083,134	1,007,887	1,108,545	992,971
<u>Expenses</u>					
Personnel					
74010 000 6001 Salaries	139,411	137,043	100,318	132,000	111,725
74010 000 6100 Personnel Benefits	57,797	44,962	40,415	60,000	53,597
Total Personnel	197,208	182,005	140,733	192,000	165,321
Commodities					
74010 000 7001 Materials & Supplies	9,694	14,236	3,412	4,500	4,000
74010 000 7002 Facility Repair & Maintenance	16,361	20,023	22,844	47,000	20,000
74010 000 7008 Non-capital Equipment	-	-	477	4,850	-
74010 000 7009 Equipment Repair & Maintenance	(665)	4,738	-	3,000	3,000

City & Borough of Wrangell Alaska
Harbors
Fiscal Year 2021

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
74010 000 7010 Vehicle Maintenance	10,196	1,452	1,902	-	
74010 000 7011 Equipment Rental Expense	-	-	-	4,583	
74010 000 7011 Rental Expense (parking lot)					3,700
74010 000 7015 Fuel - Automotive	421	1,386	1,150	1,500	1,500
74010 000 7017 Fuel & Oil - Heating	354	-	-	-	
74010 000 7100 Uniform, gear & clothing allowance	1,889	2,165	1,401	3,700	2,700
Total Commodities	38,251	44,001	31,187	69,133	34,900
Contractual					
74010 000 7501 Utilities	101,334	67,682	56,891	110,000	110,000
74010 000 7505 Travel	-	565	-	2,000	-
74010 000 7506 Publications & Advertising	-	410	-	-	
74010 000 7601 Charges from Harbor Administration	159,491	196,978	-	204,714	168,713
74010 000 7621 Public Works Labor Charges	4,125	-	-	1,000	

City & Borough of Wrangell Alaska
Harbors
Fiscal Year 2021

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
74010 000 7860 Derelict vessel disposal	-	(1,200)	720	3,000	5,000
74010 000 7861 Harbor Hoist Expenditures	1,962	9,510	1,846	39,200	39,200
74010 000 7862 Meyers Chuck Expenditures	-	-	-	-	2,000
Total Contractual	266,913	273,945	59,457	359,914	324,913
Capital Equipment					
74010 000 7900 Capital Expenditures	46,289	11,184	17,899	100,000	-
74010 000 7980 Bad Debt Expense	83,507	-	-	-	-
Total Capital Equipment	129,796	11,184	17,899	100,000	-
Total Expenses	632,168	511,135	249,275	721,047	525,135
Transfers					
74010 000 8974 Transfer to Other Port & Harbor Fund	(53,157)	(1,653,183)	(68,154)	(68,154)	
74010 000 8990 Transfer to Capital Project Fund	63,996	-	-	-	(435,697)
Total Transfers	10,839	(1,653,183)	(68,154)	(68,154)	(435,697)
Total Revenue & Expenses	\$ 467,776	\$ 2,225,182	\$ 826,766	\$ 455,652	32,139

City & Borough of Wrangell Alaska
 Harbors Detail
 Fiscal Year 2021

		Amount	Total Amount
74010 000 6001	Salaries		
74010 000 6002	Temporary Wages	26,259	
74010 000 6003	Hourly Wages	85,466	
74010 000 6004	Part Time Wages		
74010 000 6005	Overtime		
	Total Salaries & Wages		111,725
74010 000 6101	Employer Tax	1,620	
74010 000 6102	PERS Retirement	25,640	
74010 000 6103	SBS	6,849	
74010 000 6210	Employee Health Benefits	16,505	
74010 000 6220	Life Insurance	296	
74010 000 6222	Workers Compensation	2,687	
74010 000 6224	Unemployment		
	Total Personnel Benefits		53,597
74010 000 7001	Materials & Supplies		
	Hardware, locks, fasteners, nails	2,000	
	restroom supplies	2,000	
	Total Materials & Supplies		4,000
74010 000 7002	Facility Repairs & Maintenance		
	Lumber, concrete, electrical	6,000	
	hardware, paint, plumbing parts	5,500	
	contractors/ rock	5,000	
	Signage	3,500	
	Total Facility Repairs & Maintenance		20,000
74010 000 7009	Equipment Repair & Repair Maintenance		
	Recertification of dry-chem fire extinguishers x2 @ \$500	1,000	
	Contingency repair needs	2,000	

	Total Equipment Repair & Repair Maintenance	3,000	
74010 000 7011	Rental Expense (parking lot)		
	Parking lot rent from Roger Purdy	3,700	
	Total Rental Expense (parking lot)	3,700	
74010 000 7015	Gas, Lube & Oil		
	Boat gas, oil and lube for pumps, saws	1,500	
	4 wheelers etc		
	Total Gas, Lube & Oil	1,500	
74010 000 7100	Clothing Allowance & PPE		
	Clothing allowance	800	
	Harbor attire as uniform	1,500	
	Misc. PPE	400	
	Total Clothing Allowance & PPE	2,700	
74010 000 7501	Utilities		
	Electrical	40,000	
	Garbage	42,000	
	Sewer	500	
	Water	27,500	
	Total Utilities	110,000	
74010 000 7601	Allocated Administration		
	Covers harbor's part of the office operation	168,713	168,713
74010 000 7860	Derelict vessel disposal		5,000
		5,000	
74010 000 7861	HOIST EXPENDITURES		
	Re certification	1,821	
	New Hoist operating system	35,000	
	Wire, oil, hoses, repairs	1,179	
	Hoist system annual support	1,200	
	Total HOIST EXPENDITURES	39,200	
74010 000 7862	Meyers Chuck Expenditures	2,000	2000
	TOTAL	\$ 525,135	

		2018	2019	YTD Actual	Approved	Budget
		Actual	Actual	FY 2020	Budget	Manager
					FY 2020	FY 2021
Revenue						
74030 000 4101	PERS On-behalf Revenue	-	-	-	3,100	5,785
74030 000 4974	Transfer from Port & Harbors	468,344	-	-	-	-
74030 000 5224	Labor Charges	-	6,628	850	-	-
74030 000 5250	Travel Lift Fees	199,161	178,457	85,915	190,000	90,000
74030 000 5251	Environmental Fees	4,110	4,020	1,845	4,000	4,000
74030 000 5253	Long-term Storage	55,220	63,711	67,521	63,000	64,000
74030 000 5254	Work-area Storage	115,449	79,875	67,825	85,000	80,000
74030 000 5255	Electric Revenue	15,514	15,130	9,350	14,000	12,000
74030 000 5256	Yard Leases	54,789	42,994	27,198	47,075	47,800
74030 000 5259	Mobile Boat Lift Deposit	100	4,443	-	4,000	4,000
74030 000 5550	Interest Revenue	-	-	-	1,500	-
Total Revenue		912,687	395,258	260,504	411,675	307,585
Expenses						
Personnel						
74030 000 6001	Wages	74,555	70,957	56,379	74,000	72,316
74030 000 6100	Personnel Benefits	49,538	52,044	43,401	57,500	56,128
Total Personnel		124,093	123,001	99,780	131,500	128,444

Commodities						
74030 000 7001	Materials & Supplies	8,366	4,869	4,479	11,000	10,000
74030 000 7002	Facility Repair & Maintenance	11,678	8,029	6,351	15,500	25,000
74030 000 7009	Equipment Repair & Maint.	-	17,071	16,153	30,000	40,000
74030 000 7010	Vehicle Maintenance	16,250	9,055	230	-	-
74030 000 7015	Fuel - Automotive	4,646	4,343	2,886	7,000	7,000
Total Commodities		40,940	43,368	30,099	63,500	82,000
Contractual						
74030 000 7501	Utilities	19,801	13,589	12,002	20,000	16,000
74030 000 7507	Memberships & Dues	-	-	-	750	750
74030 000 7508	Insurance	27,643	-	-	-	3,644
74030 000 7601	Charges from Administration	63,797	78,791	-	81,885	101,228
74030 000 7804	Interfund Loan Repayment	-	-	-	-	7,000
74030 000 7860	Derelict vessel disposal	-	1,200	-	-	5,000
Total Contractual		111,240	93,580	12,002	102,635	133,622
Capital						
74030 000 7900	Capital Equipment	8,497	-	-	-	-
Total Capital Expenses		8,497	-	-	-	-
Total Expenses		284,770	259,949	141,881	297,635	344,066
Transfers						
74030 000 8974	Transfer to Other Port & Harbor Fund	-	-	-	(50,000)	-
Total Transfers		-	-	-	(50,000)	-
Total Revenue & Expenses		\$ 627,916	\$ 135,309	\$ 118,623	\$ 164,040	\$ (36,481)

City & Borough of Wrangell Alaska
Marine Service Center Detail
Fiscal Year 2021

		Amount	Total Amount
74030 000 6001	Salaries	-	
74030 000 6002	Temporary Wages	-	
74030 000 6003	Hourly Wages	70,481	
74030 000 6004	Part Time Wages	-	
74030 000 6005	Overtime	1,834	
	Total Salaries & Wages		72,316
74030 000 6101	Employer Tax	381	
74030 000 6102	PERS Retirement	21,695	
74030 000 6103	SBS	4,433	
74030 000 6210	Employee Health Benefits	27,733	
74030 000 6220	Life Insurance	148	
74030 000 6222	Workers Compensation	1,739	
	Total Personnel Benefits		56,128
74030 000 7001	Materials & Supplies		
	Restroom Cleaning Supplies	4000	
	Blocking	4000	
	Misc Supplies	2000	
	Total Materials & Supplies		10,000
74030 000 7002	Facility Repairs & Supplies		
	Rock	7,000	
	Concrete Repair	5,000	
	Utility Repair	5,000	
	Restrooms	3,000	
	Filtration System & Building	5,000	

City & Borough of Wrangell Alaska
Marine Service Center Detail
Fiscal Year 2021

				Amount	Total Amount
	Total Facility Repirs & Supplies				25,000
74030 000 7010	Equipment Repair & Supplies				
	Straps	10	2000	20,000	
	Inspections	2	5000	10,000	
	300 Ton Lift Cable			10,000	
	Total Equipment Repairs & Supplies				40,000
74030 000 7015	Fuel & Oil			7,000	7,000
74030 000 7501	Utilities				
	Electrical			9,000	
	Water			3,000	
	Garbage			4,000	
	Total Utilites				16,000
74030 000 7508	Insurance				
	Travel lift			3644	
	Total Insurance				3644
74030 000 7507	Memberships & Dues			750	
	UFA Membership				
	Total Memberships & Dues				750
74030 000 7508	Allocated from Harbor Administration budget			101,228	101,228
74030 000 7804	PORT DEV. FEE LOAN RETURN				
	50 % of Port Development Fee to pay back for the free standing north dolphin			7,000	7,000
74030 000 7860	Derelict vessel disposal			5,000	5,000
74020 000 7900	Capital Equipment				
	Total				\$ 344,066

		2018	2019	YTD Actual	Approved	Budget
		Actual	Actual	FY 2020	Budget	Manager
					FY 2020	FY 2021
Revenue						
74020 000 4101	PERS On-behalf Revenue	-	-	-	2,090	4,688
74020 000 5224	Labor Charges	13,044	7,140	118,701	6,900	-
74020 000 5240	Storage	101,297	81,644	45,211	100,000	60,000
74020 000 5241	Wharf age	31,438	36,409	34,709	50,000	45,000
74020 000 5242	Dockage	69,043	76,582	62,230	68,000	30,000
74020 000 5243	Port Development Fees	33,694	45,495	43,884	52,000	14,000
74020 000 5244	Port Transient Fees	247	-	-	500	-
74020 000 5245	Cruise Garbage & Water Charges	2,840	1,668	-	-	-
74020 000 5249	Port Miscellaneous Revenue	(1,732)	64	-	-	-
74020 000 5550	Interest Revenue	-	-	-	2,500	-
Total Revenue		249,971	248,902	304,734	281,990	153,688
Expenses						-
Personnel						
74020 000 6000	Wages	59,747	60,862	46,456	51,900	58,598
74020 000 6100	Personnel Benefits	27,380	20,724	18,385	27,500	33,405
Total Personnel		87,127	81,586	64,841	79,400	92,003

Commodities						
74020 000 7001	Materials & Supplies	3,730	2,270	663	3,000	3,000
74020 000 7002	Facility Repair & Maintenance	10,877	4,408	7,285	20,000	20,000
74020 000 7009	Equipment Repair & Maintenance	(688)	411	1,363	3,000	3,000
74020 000 7010	Vehicle Maintenance	1,188	23	-		
74020 000 7015	Gas, Lub & Oil					1,500
74020 0007100	Clothing Allowance					1,600
Total Commodities		15,106	7,111	9,312	26,000	29,100
Contractual						
74020 000 7501	Utilities	7,161	5,858	4,635	9,000	7,500
74020 000 7508	Insurance	14,538	-	-	-	
74020 000 7601	Charges from Harbor Administration	95,695	118,187	-	122,828	67,485
74020 000 7804	Interfund Loan Repayment	-	15,593	-	26,000	7,000
Total Contractual		117,394	139,638	4,635	157,828	81,985
74020 000 7900	Capital Expenditures	-	-	1,565	-	-
Total Capital Expenses		-	-	1,565	-	-
Total Expenses		219,628	228,335	80,352	263,228	203,089
Transfers		-	-	-	-	
74020 000 4974	Transfer from Port & Harbors	503,175	-	-	-	-
Total Revenue & Expenses		533,518	20,567	224,382	18,762	(49,401)

		<u>Amount</u>	<u>Total Amount</u>
74020 000 6001	Salaries		
74020 000 6002	Temporary Wages		
74020 000 6003	Hourly Wages	\$ 56,986	
74020 000 6004	Part Time Wages		
74020 000 6005	Overtime	1,612	
Total Salaries & Wages			\$ 58,598
74020 000 6101	Employer Tax	850	
74020 000 6102	PERS Retirement	17,579	
74020 000 6103	SBS	4,688	
74020 000 6210	Employee Health Benefits	8,731	
74020 000 6220	Life Insurance	148	
74020 000 6222	Workers Compensation	1,410	
Total Personnel Benefits			33,405
74020 000 7001	Materials & Supplies		
	Lumber	2,000	
	Fastners, hardware, signs, etc	1,000	
Total Materials & Supplies			3,000
74020 000 7002	Facility Repair & Maintenance		
	Summer floats	2,000	
	Crushed rock and contractor	12,000	
	Barge ramp facility	4,000	
	misc	2,000	
Total Facility Repair & Maintenance			20,000
74020 000 7010	Equipment Repair & Maintenance		
	Hand tool repair and maintenance, dock lights, saws etc	3,000	
Total Equipment Repair & Maintenance			3,000
74010 000 7015	Gas & Lube		
	Boat gas, oil and lube for pumps, saws	1,500	
	4 wheelers etc		
Total Gas, Fuel & Lube			1,500

74010 000 7100	Clothing Allowance & PPE		
	Clothing allowance	400	
	Harbor attire as uniform	1,000	
	Misc. PPE	200	
Total Clothing Allowance & PPE			1,600
74020 000 7501	Utilities		
	Electrical	2,500	
	Water	2,000	
	Garbage	3,000	
Total Utilities			7,500
74020 000 7804	PORT DEV. FEE LOAN RETURN		
	50 % of Port Development Fee to pay back for the free standing north dolphin	7,000	
Total Port Dev Fee Loan			7,000
74020 000 7601	<u>Allocated from Harbor Administration budget</u>		
	Portion of office	67,485	67,485
74020 000 7900	Capital		
TOTAL			\$ 203,089

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Revenue & Expenses	-	-	-	-	-
Revenue					
72000 300 4101 PERS On-behalf Revenue	3,751	-	-	13,500	9,776
72000 300 4972 Transfer from Water Fund	-	-	-	25,031	
72000 300 5110 Water Sales	697,253	688,836	647,886	748,800	585,000
72000 300 5118 Labor Charges	8,572	7,781	2,850	9,000	5,000
72000 300 5131 Hydrant Rent	39,750	-	-	-	
72000 300 5134 Material Sales	350	721	294	500	
72000 300 5550 Interest Revenue	327	211	-	6,000	
72000 300 5590 State of Alaska Grant Revenue	-	171,723	-	-	
Total Revenue	750,003	869,273	651,030	802,831	599,776
Administration					
72000 301 7508 Insurance	7,423	3,262	6,454	2,569	8,968
72000 301 7540 Auditing Services	3,650	3,750	-	3,750	6,000
72000 301 7603 Charges from Finance	24,981	34,277	21,087	28,500	41,674
72000 301 7802 Debt Service Principal	-	(2,475)	-	3,104	2,862
72000 301 7803 Debt Service Interest	14,057	14,627	1,623	-	
Total Administration	50,110	53,441	29,164	37,923	59,504
Water Treatment Plant					
Personnel					
72000 302 6000 Salaries & Wages	119,554	136,403	139,678	145,025	147,197
72000 302 6100 Personnel Benefits	37,176	67,175	62,369	98,000	75,084
Total Personnel	156,730	203,578	202,047	243,025	222,281
Commodities					
72000 302 7001 Materials & Supplies	12,302	14,404	8,898	13,000	10,000
72000 302 7002 Facility Repair & Maintenance	20,009	50,482	36,249	42,000	20,000
72000 302 7004 Postage & Shipping	-	-	-	-	
72000 302 7009 Equipment Repair & Maintenance	-	256	-	8,000	21,000
72000 302 7010 Vehicle Maintenance	20,619	12,555	7,085	5,000	5,000
72000 302 7011 Equipment Rental Expense	-	695	-	-	
72000 302 7021 Water Treatment Chemicals	17,565	21,197	25,958	22,000	32,000
72000 302 7025 Distribution System Maintenance	991	-	24	-	

72000 302 7100	Uniform, Gear & Clothing Allowance	155	200	-	1,050	2,050
Total Commodities		71,640	99,789	78,214	91,050	90,050
Contractual						
72000 302 7501	Utilities	124,268	109,237	91,421	115,000	110,000
72000 302 7502	Phone/Internet	1,154	1,628	2,671	1,200	3,396
72000 302 7505	Travel	1,801	2,396	3,245	2,000	-
72000 302 7506	Publications & Advertising	3,039	162	-	1,000	500
72000 302 7513	Training	-	-	-	-	310
72000 302 7515	Permits, Inspections & Compliance	16,697	11,621	17,543	13,000	16,000
72000 302 7519	Professional Services Contractual	49,175	12,007	-	25,000	25,000
72000 302 7621	Public Works Labor Charges	17,565	6,479	12,060	-	-
72000 302 7622	Charges from Garage	-	-	1,004	-	5,000
72000 302 7629	Charges from Capital Facilities	-	6,115	216	5,700	2,500
72000 302 7900	Capital Expenditures	66,190	4,294	-	85,000	-
Total Contracutal		279,889	153,939	128,160	247,900	162,706
Distribution						
72000 303 7025	Distribution System Maintenance	30,278	42,322	21,618	45,000	54,550
72000 303 7519	Professional Services Contractual	-	-	-	25,000	-
72000 303 7621	Public Works Labor Charges	78,474	67,409	64,218	90,000	61,750
72000 303 7629	Charges from Capital Facilities	-	1,255	-	-	-
72000 303 7900	Capital Expenditures	-	-	93,646	-	-
Total Contractual		108,752	110,986	179,482	160,000	116,300
Total Expenses		667,122	621,732	617,067	779,898	650,841
Transfers						
72000 303 8900	Transfer to Other Fund,	-	-	119,000	-	-
Miscellaenous						
Total Transfers		-	-	-	-	-
Total Revenue & Expenses		\$ 82,881	\$ 247,542	\$ 33,962	\$ 22,933	\$ (51,065)
Estimated Fund Balance - Beginning						
					729,217	\$ 752,150
Estimated Fund Balance - Ending						
					729,217	752,150 \$ 701,085
30% working Capital						
						\$ 210,325
Available for Capital Improvement Projects,						
						\$ 490,759
Equipment, Debt Payments & Bond Payments						

City & Borough of Wrangell Alaska
Water Fund Detail
Fiscal Year 2021

Account	Detail Description	Quantity Each or Hours	Detail Rate	Detail Amount	Amount
72000 301 7508	Insurance			8,968	
72000 301 7540	Auditing Services			6,000	
72000 301 7603	Charges from Finance			41,674	
	Charges for software billing services		36,342		
	Credit Card Fees		5,332		
72000 301 7802	Debt Service Principal			2,862	
	Total Adminsitration				59,504
72000 302 6002	Temporary Wages			25,000	
72000 302 6003	Hourly Wages			102,197	
72000 302 6005	Overtime			20,000	
	Total Wages				147,197
72000 302 6101	Employer Tax			2,134	
72000 302 6102	PERS Retirement			36,659	
72000 302 6103	SBS			9,023	
72000 302 6210	Employee Health Benefits			24,295	
72000 302 6220	Life Insurance			222	
72000 302 6222	Workers Compensation			2,750	
	Total Personnel Benefits				75,084
72000 302 7001	Materials & Supplies				
	Office Products		500		
	Cleaning supplies		4,500		
	Lab supplies		5,000		
	Total Materials & Supplies				10,000
72000 302 7002	Facility Repair & Maintenance				
	Materials and parts to maintain WTP buildings		20,000		
	Total Facility Repair & Maintenance				20,000
72000 302 7009	Equipment Repair & Maintenance				
	Fuel and garage expense to repair and maintain chainsaws, weed eaters, four wheeler, motorized wheel barrow and snowplow		1,000		

Account	Detail Description	Quantity Each or Hours	Detail Rate	Detail Amount	Amount
	10 spare mini septs & 1 spare reactor		20,000		
	Total Equipment Repair & Maintenance				21,000
72000 302 7010	Vehicle Maintenance			5,000	
	Parts and fuel for all WTP vehicles				
	Total Vehicle Maintenance				5,000
72000 302 7021	Water Treatment Chemicals				
	Salt		5,000		
	Sodium Hydroxide		27,000		
	Chlorine				
	Total Water Treatment Chemicals				32,000
72000 302 7100	Uniform, gear & clothing allowance				
	Clothing allowance	1.5	400	600	
	Hi vis raingear	1.5	300	450	
	Misc. PPE	1	1,000	1,000	
	Total Uniform, gear & clothing allowance				2,050
72000 302 7501	Utilities				110,000
72000 302 7502	Phone & Internet				
	Phone	12	58.00	696	
	Internet (SCADA)	12	225.00	2,700	
	Total Phone & Internet				3,396
72000 302 7505	Travel				
72000 302 7506	Publications & Advertising				
	Local notices			500	
	Total Publications & Advertising				500
72000 302 7510	Engineering				
	Dam Inspections & Misc. Engineering			25,000	
	Total Engineering				25,000
72000 302 7515	Permits, Inspections & Compliance			16,000	
	Water Compliance testing				
	Total Permits, Inspections & Compliance				16,000
72000 302 7629	Charges from Garage			5,000	5,000
72000 302 7629	Charges from Capital Facilities				2,500
				2,500	

Account	Detail Description	Quantity Each or Hours	Detail Rate	Detail Amount	Amount
72000 303 7513	Training				
	J Rooney CEU	1	310		310
72000 303 7025	Distribution System Maintenance				
	10" HDPE	200	25	5,000	
	Misc Valves	1	15,000	15,000	
	6" HDPE	300	10	3,000	
	Main Valves	10	1,000	10,000	
	12" Clamps	8	700	5,600	
	10" Clamps	7	600	4,200	
	Water Plant Bypass Line Valve Reconfiguration	1	10,000	10000	
	6" Clamps	5	350	1,750	
	Total Distribution System Maintenance				54,550
72000 303 7621	Public Works Labor Charges	950	65.00	61,750	61,750
	Hours logged by PW to repair and maintain distribution system				
72000 303 7900	Capital Improvements				
	Total			\$	650,841

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Revenue					
76000 500 4101 PERS On-behalf Revenue	6,573	-	-	3,000	8,557
76000 500 5301 User Fees	593,042	595,976	546,103	590,000	585,000
76000 500 5318 Connection Fees (Labor)	1,100	1,500	-	1,000	1,500
76000 500 5334 Material Sales	-	42	-	-	
Total Revenue	600,715	597,518	546,103	594,000	595,057
Admin					
76000 501 7508 Insurance	2,867	2,800	5,254	2,627	6,714
76000 501 7540 Auditing Services	5,800	5,800		5,800	6,000
76000 501 7603 Charges from Finance	22,981	25,500	19,250	26,000	45,142
76000 501 7802 Debt Service Payment	10,864	21,356	3,246	3,246	3,246
Total Admin	42,512	55,456	27,750	37,673	61,102
Personnel					
76000 502 6000 Salaries & Wages	118,108	129,712	114,377	135,010	106,959
76000 502 6100 Personnel Benefits	38,731	66,359	53,853	70,780	55,704
Total Personnel	156,839	196,071	168,230	205,790	162,663
Commodities					
76000 502 7001 Materials & Supplies	6,354	8,056	12,045	8,000	6,537
76000 502 7002 Facility Repair & Maintenance	7,606	9,369	3,581	12,000	5,500
76000 502 7010 Vehicle Maintenance	10,838	4,659	2,158	5,000	4,000
76000 502 7015 Fuel & Oil - Automotive	-	200	-	1,200	600
76000 502 7100 Uniform,Gear & Clothing Allowance	481	373	182	1,100	1,050
Total Commodities	25,278	22,657	17,966	27,300	17,687
Treatment Contractual					
76000 502 7501 Utilities	57,578	53,868	48,630	60,000	60,000
76000 502 7502 Phone/Internet	5,009	6,378	2,756	6,800	5,040
76000 502 7503 Information Technology	-	-	-	-	-
76000 502 7505 Travel	1,022	2,538	392	3,000	-
76000 502 7513 Training	-	-	-	-	-
76000 502 7515 Permits, Inspections & Compliance	7,460	19,771	13,998	15,600	12,000
76000 502 7519 Professional Services Contractual	-	-	-	25,000	-
76000 502 7621 Public Works Labor Charges	3,385	926	-	-	2,925
76000 502 7622 Charges from Garage	-	-	1,815	-	5,000
76000 502 7629 Charges from Capital Facilities	-	226	213	5,700	4,000
76000 502 7900 Capital Expenditures	8,759	-	-	-	15,000
Total Treatment Contractual	83,213	83,706	67,804	116,100	103,965
Collection Contractual					
76000 503 7010 Vehicle Maintenance & Repair	-	-	-	-	-
76000 503 7025 Collection System Maintenance	13,271	37,290	30,715	36,000	41,000

76000 503 7501	Utilities	-	-	-	-	
76000 503 7621	Public Works Labor Charges	20,910	18,261	12,079	30,000	19,500
76000 503 7629	Charges from Capital Facilities	-	237	-	-	
Total Collection Contractual		34,182	55,789	42,794	66,000	60,500
76000 503 7900	Capital Expenditures	5,100	-	-	180,000	26,000
Total Capital		5,100	-	-	180,000	26,000
Total Expenses		347,123	413,680	324,544	632,863	431,917
Transfers						
76000 502 8900	Transfer to Other Fund, Miscellaneous	-	-	-		
Total Transfers		-	-	-		
Total Revenue & Expenses		\$ 253,592	\$ 183,838	\$ 221,559	\$ (38,863)	\$ 163,140
Estimated Fund Balance - Beginning				881,214	881,214	1,241,524
Estimated Fund Balance - Ending					842,351	1,404,664
30% working Capital					336,940	421,399
Available for Capital Improvement Projects,					505,411	983,265
Equipment, Debt Payments & Bond Payments						

City & Borough of Wrangell Alaska
Wastewater Fund Detail
Fiscal Year 2021

Item a.

Account	Detail Description	Quantity Each or Hours	Detail Rate	Detail Amount	Amount
76000 501 7508	Insurance			6,714	
76000 501 7540	Auditing Services			6,000	
76000 501 7603	Charges from Finance			45,142	
	Charges for software billing services		36,342		
	Credit Card Fees		8,800		
76000 501 7802	Revenue Bond Principal			3,246	
	Total Adminsitration				61,102
76000 502 6003	Hourly Wages			103,661	
76000 502 6005	Overtime			3,298	
	Total Wages				106,959
76000 502 6101	Employer Tax			1,551	
76000 502 6102	PERS Retirement			32,088	
76000 502 6103	SBS			6,557	
76000 502 6210	Employee Health Benefits			13,097	
76000 502 6220	Life Insurance			222	
76000 502 6222	Workers Compensation			2,190	
76000 502 7001	Total Personnel Benefits				55,704
	Materials & Supplies				
	Cleaning supplies for office, workshop				
	Gas for pressure washers, weed eaters				
	Misc. hand and power tools, grinding wheels, drill bits				
	Office & Lab supplies				
	Total Materials & Supplies				6,537
76000 502 7002	Facility Repair & Maintenance				
	Materials and supplies to maintain WWT building			5,500	
	Materials and Supplies for lagoon maintenance				
	Parts to repair all mechanical equipment at WWT plant				
	Total Facility Repair & Maintenance				5,500
76000 502 7010	Vehicle Maintenance				

Account	Detail Description	Quantity Each or Hours	Detail Rate	Detail Amount	Amount
	Maintenance, repair and fuel for WWTP truck				
	Maintenance and repair of other equipment (chainsaws, weed eaters, pressure washers)				
	Total Vehicle Maintenance				4,000
76000 502 7016	Fuel - Generation				
	Fuel for 3 standby generators	3.00	200	600	
	Total Fuel - Generation				600
76000 502 7100	Uniform, gear & clothing allowance				
	Clothing allowance	1.50	400	600	
	Hi Vis Rain gear	1.50	300	450	
	Total Uniform, gear & clothing allowance				1,050
76000 502 7501	Utilities				60,000
76000 502 7502	Phone & Internet				
	Phone	12.00	110	1,320	
	Cell Phone (2 phones)	12.00	230	2,760	
	Internet	12.00	80	960	
	Total Phone & Internet				5,040
76000 502 7515	Permits, Inspections & Compliance				
	Compliance testing				
	Total Permits, Inspections & Compliance				12,000
76000 502 7621	Public Works Labor Charges				
	Labor for removing duck weed	35.00	65	2,275	
	Labor for building ramp for dewatering tanks	10.00	65	650	
	Total Public Works Labor Charges				2,925
76000 502 7622	Charges from Garage				
	Maintenance of WWTP Truck			5,000	
	Charges from Garage				5,000
76000 502 7629	Charges from Capital Facilities				
				4,000	
	Total Charges from Capital Facilities				4,000
76000 502 7900	Capital Equipment				
	Replacement of Auger Screw for the intake screen			15,000	
	Total Capital Equipment				15,000
76000 503 7010	Vehicle Maintenance & Repair				-

Account	Detail Description	Quantity Each or Hours	Detail Rate	Detail Amount	Amount
	Maintenance and repair service truck(1996 Chevy 1 ton)				
76000 503 7025	Collection System Maintenance				
	Cost to repair and maintain pipes, pumps and lift stations (41 total)			36,000	
	Node 6 Pump Station Overflow Reroute			5,000	
	Total Collection System Maintenance				41,000
76000 503 7621	Public Works Labor Charges				
	Repairs, pump station cleaning and pump replacement assistance	300.00	65	19,500	
	Total Public Works Labor Charges				19,500
76000 503 7900	Capital Equipment				
	Flyght3127 Pump & motor	2.00	13000	26,000	
	Service Truck Including freight	0.00	15000	0	
	Total Capital Equipment				26,000
	TOTAL				<u>\$ 431,917</u>

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
Revenue & Expenses					
Revenue					
78000 600 4101 PERS On-behalf Revenue	-	-	-	-	8,523
78000 600 5401 User Fees	417,734	6,033	525,077	565,000	555,000
78000 600 5410 Landfill Revenue	19,255	50,380	33,048	32,000	50,000
78000 600 5415 Recycle Revenue	-	8,188	6,851	25,000	10,000
78000 600 5550 Interest Revenue	-	-	-	1,000	-
Total Revenue	436,989	64,601	564,976	623,000	623,523
Admin Expenses					
78000 601 7508 Insurance	1,024	3,414	6,531	7,276	11,487
78000 601 7515 Permits, Inspections & Compliance	-	-	-	-	-
78000 601 7540 Auditing Services	1,300	1,300	-	1,300	6,000
78000 601 7603 Charges from Finance	9,181	14,384	7,273	15,200	37,927
78000 601 7843 Solid Waste Authority	-	-	-	-	-
Total Administrative Expenses	11,505	19,098	13,804	23,776	55,414
Collection Expenses					
Personnel					
78000 602 6000 Salaries & Wages	45,147	50,270	51,762	49,500	51,680
78000 602 6100 Personnel Benefits	13,857	37,350	37,819	40,290	48,442
Total Personnel	59,004	87,620	89,581	89,790	100,122
Commodities					
78000 602 7001 Materials & Supplies	616	90	120	1,000	200
78000 602 7010 Vehicle Maintenance	36,899	28,035	17,972	30,000	20,000
Total Commodities	37,515	28,125	18,092	31,000	20,200
Contractual					
78000 602 7100 Uniform, Gear & Clothing Allowance	-	-	118	1,600	1,600
78000 602 7621 Public Works Labor Charges	3,067	2,964	1,168	4,000	3,000
78000 602 7622 Charges from Garage	-	-	10,424	-	10,075
78000 602 7629 Charges from Capital Facilities	-	187	-	-	-
78000 602 7844 Dumpsters	16,435	4,896	2,072	15,000	6,720
Total Contractual	19,503	8,047	13,782	20,600	21,395

78000 602 7900 Capital Expenditures	-	-	-	10,000	-
Total Capital Expenses	-	-	-	10,000	-
Total Expenses Collection	116,022	123,791	121,455	151,390	141,717

Item a.

Expenses Transfer Station

Personnel					
78000 603 6000 Wages	53,013	55,195	6,877	54,500	54,861
78000 603 6100 Personnel Benefits	42,811	41,871	38,041	47,640	39,347
Total Personnel	95,824	97,066	44,918	102,140	94,208

Commodities					
78000 603 7001 Materials & Supplies	5,431	3,025	3,483	1,000	4,700
78000 603 7002 Facility Repair & Maintenance	2,672	7,374	3,441	20,000	4,250
78000 603 7008 Non-Capital Equipment	-	-	-	-	-
78000 603 7010 Vehicle Maintenance	13,156	4,165	3,711	5,000	3,000
78000 603 7011 Equipment Rental Expense	-	149	-	-	-
78000 603 7018 Miscellaneous Tools	-	-	-	2,000	-
Total Commodities	21,259	14,713	10,635	28,000	11,950

Contractual					
78000 603 7501 Utilities	8,437	8,665	6,505	10,000	7,200
78000 603 7502 Phone/Internet	1,261	1,355	1,034	1,300	1,300
78000 603 7508 Insurance	1,536	-	-	-	-
78000 603 7515 Permits, Inspections & Compliance	1,018	527	-	2,500	1,000
78000 603 7519 Professional Services Contractual	-	-	880	25,000	-
78000 603 7621 Public Works Labor Charges	18,237	7,912	10,596	15,000	2,600
78000 603 7622 Charges from Garage	-	-	730	-	2,600
78000 603 7629 Charges from Capital Facilities	-	3,835	3,145	5,700	4,000
78000 603 7840 Solid Waste Shipping & Disposal	204,405	222,629	224,827	210,000	250,000
78000 603 7841 Hazardous Waste Management	381	11,746	19,401	18,000	22,000
78000 603 7842 Recycle Costs	-	3,891	18,605	10,000	22,450
Total Contractual	235,274	260,559	285,723	297,500	313,150

Capital Expenses					
78000 603 7900 Capital Expenses	5,187	2,500	1,440	-	-
78000 603 7901 Construction Expenses	2,972	-	-	-	-
Total Other Expenses	8,159	2,500	1,440	-	-
Total Expenses Transfer Station	360,516	374,839	342,716	427,640	419,308

--	--	--	--	--	--

194	I Revenue	436,989	64,601	564,976	623,000	623,523
-----	------------------	---------	--------	---------	---------	---------

Total Expenses	488,043	517,728	477,975	602,806	616,439
Total Revenue over Expenses	(51,054)	(453,127)	87,001	20,194	7,084
Estimated Fund Balance - Beginning		96,886	209,485	209,485	223,679
Estimated Fund Balance - Ending	96,886	(356,241)	296,486	229,679	230,763
<i>30% working Capital</i>					69,229
<i>Available for Capital Improvement Projects,</i>					161,534

Item a.

City & Borough of Wrangell Alaska

Sanitation Fund Detail

Fiscal Year 2021

Item a.

<u>Account</u>	<u>Detail Description</u>	<u>Quantity Each or Hours</u>	<u>Detail Rate</u>	<u>Detail Amount</u>	<u>Amount</u>
78000 601 7540	Auditing Services				6,000
78000 601 7603	Charges from Finance				37,927
	Charges for software billing services			36,341	
	Credit Card Fees			1,586	
78000 601 7508	Insurance			0	11,487
78000 602 6001	Salaries & Wages				
78000 602 6003	Hourly Wages			50,430	
78000 602 6005	Overtime			1,250	
	Total Salaries & Wages				51,680
78000 602 6101	Employer Tax			749	
78000 602 6102	PERS Retirement			15,504	
78000 602 6103	SBS			3,168	
78000 602 6210	Employee Health Benefits			27,733	
78000 602 6221	Life Insurance			148	
78000 602 6222	Workers Compensation			1,140	
	Total Personnel Benefits				48,442
78000 602 7001	Materials & Supplies				
	Hardware for dumpster & garbage cans		200		
	Total Materials & Supplies				200
78000 602 7010	Vehicle Maintenance				
	2 garbage trucks repairs	2.00	10,000	20,000	
	Total Vehicle Maintenance				20,000
78000 602 7100	Uniform, gear & clothing allowance				
	Clothing Allowance	2.00	400	800	
	Protective Equipment (face shields, gloves, masks)	2.00	100	200	
	Hi vis rain gear	2.00	300	600	
	Total Uniform, gear & clothing allowance				1,600
78000 602 7621	Public Works Labor Charges				

<u>Account</u>	<u>Detail Description</u>	<u>Quantity Each or Hours</u>	<u>Detail Rate</u>	<u>Detail Amount</u>	<u>Amount</u>
	Labor charges to cover sick days, vacations, holidays and help with dumpster and can delivery				
	Public Works Labor Charges				3,000
78000 602 7622	Charges from Garage				
	Truck Repairs	155.00	\$ 65	10,075	
	Total Charges from Garage				10,075
78000 602 7844	Dumpsters				
	Dumpster	20.00	270	5,400	
	48 Cans	24.00	55	1,320	
	Total Dumpsters				6,720
78000 603 6003	Hourly Wages			52,361	
78000 603 6005	Overtime			2,500	
	Total Salaries & Wages				54,861
78000 603 6101	Employer Tax			795	
78000 603 6102	PERS Retirement			16,458	
78000 603 6103	SBS			3,363	
78000 603 6210	Employee Health Benefits			16,505	
78000 603 6220	Life Insurance			148	
78000 603 6222	Workers Compensation			2,078	
	Total Personnel Benefits				39,347
78000 603 7001	Materials & Supplies				
	Office and cleaning supplies			500	
	Bander and crimper for securing cars to flats			500	
	Absorbent pads and sand, soap and bleach for cleaning the tipping floor			500	
	Misc hand and power tools, cutting disks, sawzall blades			1000	
	Oxy, Acetylene torch set and bottles for cutting fuel tanks and other metals			2200	
	Total Materials & Supplies				4,700
78000 603 7002	Facility Repair & Maintenance				
	Miscellaneous Building repair			3,000	

<u>Account</u>	<u>Detail Description</u>	<u>Quantity Each or Hours</u>	<u>Detail Rate</u>	<u>Detail Amount</u>	<u>Amount</u>
	Rock and gravel to repair and maintain road and yard	50.00	25	1,250	
	Total Facility Repair & Maintenance				4,250
78000 603 7010	Vehicle & Equipment Maintenance				
	Fuel and parts for the pressure washer			100	
	Pickup truck repairs			2,900	
	Total Vehicle & Equipment Maintenance				3,000
78000 603 7501	Utilities	12.00	600	7,200	7,200
78000 603 7502	Phone & Internet				1,300
78000 603 7515	Permits, Inspections & Compliance				
	Testing for old dump			1,000	
	Total Permits, Inspections & Compliance				1,000
78000 603 7621	Public Works Labor Charges				
	Road & yard maintenance	40.00	65	2,600	
	Total Public Works Labor Charges				2,600
78000 603 7622	Charges from Garage				
	Mechanical repairs on excavator	40.00	65	2,600	
	Welding on Paper Burner and materials				
	Draining oil and other fluids from cars				
	Total Charges from Garage				2,600
603 7629	Charges from Capital Facilities				
	Maintenance on building			4,000	
	Total Charges from Capital Facilities				4,000
78000 603 7840	Solid Waste Shipping & Disposal			250,000	250,000
78000 603 7841	Hazardous Waste Management				
	Household Hazardous Waste Event + 10% increase by Clean Harbors			22,000	
	Total Hazardous Waste Management				22,000
78000 603 7842	Recycle Costs				
	Bin for Metals Shipping Cost	10	2200	22,000	
	Drain freon from appliances	10	45	450	
	Total Recycle Costs				22,450
	Total				\$ 616,439

City and Borough of Wrangell

Fiscal Year Budget

Capital Improvement Fund

City & Borough of Wrangell Alaska
 Capital Improvement Fund
 Fiscal Year 2021

		Project Cost	Prior Year	FY 2021
General Fund Projects				
11300 000 7900 00 11001	Parks & Recreation Swimming Pool Domestic Hot Water Tank	35,000		
	Transfer from General Fund		12,950	22,050
	Revenue			
	Expenditures		12,950	22,050
11300 000 7900 00 11002	Public Safety Building Piping Heating System	25,000		
	Transfer from General Fund		2,827	32,173
	Revenue			
	Expenditures		2,827	32,173
11300 000 7900 00 11003	Public Safety Building Assessment	155,000		
	Transfer from General Fund			155,000
	Revenue			
	Expenditures			155,000
Total General Fund Projects				
	Transfer from General Fund			209,223
	Revenue			
	Expenditures			209,223
Harbor Projects				
74310 000 7900 74001	Shoemaker Harbor	10,700,000		
	Transfer from Harbor Fund		5,256,666	435,697
	Revenue		4,088,258	
	Expenditures		9,344,924	435,697
74310 000 7900 74002	Summer Float Project	92,000		
	Transfer from Transient Tax Fund		67,000	25,000
	Revenue			
	Expenditures		67,000	25,000

City & Borough of Wrangell Alaska
 Capital Improvement Fund
 Fiscal Year 2021

Power & Light Projects

70300 000 79000 70001	Electric Generation Project	7,337,864		
	Transfer from Power & Light Fund		266,994	449,738
	Revenue			
	Expenditures		266,994	449,738
Total CIP Fund	Transfer from Other Funds			1,119,658
	Revenue			
	Expenditures			1,119,658

												cor	Item a.
Position Title		Grade/Step Table	Grade	Step	Hourly Rate	Step	Hours	Wages	Oncall/OT/ Standby	Gross	Total Benefits	cost	
Economic Development Director	11000 001	NonUnion	28	10	44.21	44.87	2,080	93,336	-	93,336	44,135	137,471	
Borough Manager	11000 001	NonUnion			56.00	60.10	2,080	125,000		125,000	56,096	181,096	
Borough Clerk	11000 002	NonUnion	27	5	40.86	41.47	2,080	85,000	2,000	87,000	41,742	128,741	
Accounting Clerk	11000 003	NonUnion	13	9	20.00	20.40	2,080	42,432	250	42,682	25,001	67,683	
Accounting Clerk	11000 003	NonUnion	13	6	20.40	20.81	2,080	43,281	1,500	44,781	25,794	70,575	
Accounting Generalist	11000 003	NonUnion	18	1	25.53	26.02	2,080	54,122	6,000	60,122	31,589	91,710	
Collections Clerk	11000 003	NonUnion	12	4	18.55	18.92		-	-	-	8,879	8,879	
Finance Director	11000 003	NonUnion	30	6	41.20	46.00	2,080	95,680	-	95,680	56,219	151,899	
								235,514	7,750	243,264	147,482	390,746	
Fire Chief	11000 012	NonUnion			35.37	36.08	1,040	37,520	-	37,520	35,123	72,643	
Firemedic/Trainer	11000 012	NonUnion	18	3	25.53	26.04	2,080	54,164	11,500	65,664	42,984	108,649	
								91,685	11,500	103,185	78,107	181,292	
Police Chief	11000 013	NonUnion	35	1	55.23	56.33	2,080	117,176	-	117,176	74,524	191,700	
Admin Assistant - Police	11000 013	NonUnion	17	6	23.19	23.65	2,080	49,200	-	49,200	28,464	77,664	
DMV Assistant	11000 013	NonUnion	12	4	18.55	18.92	-	-	-	-	-	-	
Police Lieutenant	11000 013	NonUnion	26	4	39.09	39.87	2,080	82,933	17,942	100,876	56,808	157,683	
Police Officer	11000 013	NonUnion	21	1	26.96	27.50	2,080	57,198	-	57,198	22,769	79,967	
Police Officer	11000 013	NonUnion	23	9	26.43	26.96	2,080	56,074	12,131	68,205	36,029	104,234	
Police Officer	11000 013	NonUnion	21	1	28.55	29.12	2,080	60,572	13,104	73,676	29,476	103,152	
Police Officer	11000 013	NonUnion	23	1	28.55	29.12	2,080	60,572	13,104	73,676	38,207	111,883	
Police Sergeant	11000 013	NonUnion	25	9	30.94	31.56	-	-		-	-	-	
					222.26	283.04		483,725	56,283	540,007	286,276	826,283	
Corrections Supervisor	11000 014	NonUnion	18	5	26.52	27.05	2,080	56,265	8,115	64,380	34,506	98,886	
Dispatcher/Corrections Specialist	11000 014	NonUnion	14	4	21.32	21.75	2,080	45,233	6,524	51,756	40,679	92,436	
Dispatcher/Corrections Specialist	11000 014	NonUnion	14	8	23.01	23.47	2,080	48,818	7,041	55,859	38,888	94,747	
Dispatcher/Corrections Specialist	11000 014	NonUnion	14	2	19.75	20.15	2,080	41,902	6,044	47,945	27,964	75,909	
Dispatcher/Corrections Specialist	11000 014	NonUnion	14	7	21.74	22.17	2,080	46,124	6,652	52,776	29,887	82,663	
								238,341	34,376	272,717	171,926	444,642	
Public Works Director	11000 021	NonUnion	30		38.88	39.66	2,080	82,488		82,488	61,472	143,960	
Maintenance Specialist I	11000 021	Union	14	5	21.74	22.17	2,080	46,124	1,663	47,787	28,339	76,126	
Maintenance Specialist III	11000 021	Union	20	8	30.85	31.47	2,080	65,451	9,440	74,891	39,377	114,268	
Maintenance Specialist III	11000 021	Union	20	10	32.07	32.71	180	5,888	-	5,888	11,277	17,165	
Maintenance Specialist I	11000 021	Union	14	1	18.99	19.38	1,907	36,955		36,955	23,780	60,736	
Public Works Foreman	11000 021	Union	23	10	36.00	36.72	2,080	76,378	11,016	87,394	63,470	150,863	
Administrative Assistant	11000 021	NonUnion			21.52	21.95	1,040	22,828	-	22,828	29,373	52,202	
Maintenance Specialist I (Temp)					19.55	19.94	1,040	20,739	-	20,739	2,224	22,962	
								356,851	22,119	378,970	259,312	638,282	
Mechanic	11000 022	Union	19	7	30.25	30.86	2,080	64,178	3,000	67,178	46,895	114,074	
Mechanic	11000 022	Union	19	2	25.24	25.74	2,080	53,549	2,500	56,049	50,256	106,305	
								117,728	5,500	123,228	97,151	220,379	
Fa 202 Maintenance Specialist	11000 029	Union	19	6	27.76	28.32	2,080	58,896	1,500	60,396	32,989	93,385	
Fa 202 Maintenance Lead	11000 029	Union	20		29.67	30.26	2,080	62,948	1,500	64,448	25,876	90,324	

												Item a.
												cor
Position Title		Grade/Step Table	Grade	Step	Hourly Rate	Step	Hours	Wages	Oncall/OT/ Standby	Gross	Total Benefits	cost
Custodian	11000 029	NonUnion	8	5	16.14	16.46	1,820	29,962	-	29,962	20,840	50,803
Capital Projects & Facilities Director	11000 029	NonUnion	30	1	40.42	41.23	2,080	85,755	-	85,755	54,311	140,066
Capital Faciities					20.26	20.67	-	-		-	-	-
								237,561	3,000	240,561	134,017	374,578
Library Director	11000 034	NonUnion	24	1	30.88	31.50	2,080	65,515	-	65,515	44,824	110,339
Library Assistant I	11000 034	NonUnion	12	3	15.62	15.93	-	-		-	-	-
Library Assistant II	11000 034	NonUnion	9	2	17.73	18.08	1,560	28,212		28,212	27,309	55,521
LIBRARY TEMP	11000 034	Temp						14,417		14,417	1,121	15,538
Library Custodian					15	15		-		-	-	-
								108,144		108,144	73,254	181,398
Nolan Center Director	21000 120	NonUnion	24	3	31.48	32.11	2,080	66,788		66,788	34,992	101,780
Nolan Center Manager	21000 120	NonUnion	18	2	23.19	23.65	-	-		-	-	-
Sales Assistant	21000 120	NonUnion	12		17.73	18.08	1,640	29,659		29,659	11,744	41,402
Theater Attendants								15,000		15,000	1,365	16,365
Museum Attendants								10,000		10,000	910	10,910
Civic Part time								5,000		5,000	455	5,455
								126,447		126,447	49,465	175,911
Parks & Recreation Director	24010 141	NonUnion	24	1	32.73	33.38	2,080	69,440	-	69,440	36,744	106,184
Custodian/Light Maintenance	24010 141	Union	15	1	21.04	21.46	2,080	44,638	500	45,138	26,992	72,131
Lifeguards	24010 141	Temp						78,500	-	78,500	7,951	86,451
Recreation Coordinator	24010 141	NonUnion	12	3	20.27	20.68	1,820	37,629	1,500	39,129	24,581	63,710
Recreation Assistants								30,000		30,000	3,039	33,039
Park Maintenance	24010 143	Temp			16.00	16.00	1,040	16,640	-	16,640	1,685	18,325
Park Maintenance	24010 143	Temp			18.00	18.00	1,040	18,720		18,720	1,896	20,616
								295,568	2,000	297,568	102,889	400,456
Electrical Dispatch Secretary	70000 201	Union	16	2	22.01	22.45	2,080	46,696	533	47,230	46,766	93,995
Electrical Dispatch Secretary		Temp						2,500		2,500	250	2,750
Electrical Superintendent	70000 201	NonUnion	30	1	47.22	48.16	2,080	100,182		100,182	60,135	160,317
Mechanic Leadman	70000 202	Union	23	8	36.00	36.72	2,080	76,378	8,136	84,514	42,672	127,186
Ast Mechanic/Meter Reader	70000 202	Union	19	1	24.28	24.77	-	-		-	-	-
Electric Line Foreman	70000 201	Union	30	11	43.53	44.40	2,080	92,353	27,592	119,945	75,841	195,786
Line Apprentice	70000 203	Union	29	5	25.90	26.42	2,080	54,949	3,219	58,169	51,139	109,308
Electric Lineman	70000 203	Union	27	4	37.00	37.74	2,080	78,499	25,368	103,868	69,412	173,280
Elecritc Lineman		Temp						15,000		15,000	1,498	16,498
								466,558	64,848	531,406	347,713	879,119
Water Treatment Leadman	72000 302	Union	23	8	35.31	36.02	2,080	74,914	15,000	89,914	55,547	145,460
Water/Wastewater Operator	72000 302	Union	19	1	25.72	26.23	1,040	27,284	5,000	32,284	17,175	49,459
Temp										25,000	2,362	27,362
								102,197	20,000	147,197	75,084	222,281
Administrative Assistant - Harbors	74000 401	Union	15	1	20.26	20.67	2,080	42,984		42,984	37,264	80,248
Harbormaster	74000 401	NonUnion	25	1	38.30	38.30	520	19,916	-	19,916	10,294	30,210
Harbormaster	74000 401	NonUnion	25	1	30.94	31.56	1,733	54,702	-	54,702	30,752	85,454
Harbor Maintenance/Security	74010 000	Union	13	1	18.90	19.28	2,080	40,098	1,134	41,232	33,140	74,372
Harbor Maintenance/Security	74010 000	Union	13	1	19.26	19.65	2,080	40,862	3,372	44,234	17,835	62,068
Port Harbor Maintenance	74010 000	Union	17	9	26.86	27.40	2,080	56,986	1,612	58,598	32,310	90,907
Maintenance Service Center & Harbor Team Lead	74030 000	Union	19	11	30.57	31.18	2,080	64,857	7,458	72,316	56,796	129,112

												Item a.	
												cor	
Position Title	Grade/Step Table	Grade	Step	Hourly Rate	Step	Hours	Wages	Oncall/OT/ Standby	Gross	Total Benefits	cost		
Summer Temps				16.09	16.41	1,600	26,259		26,259	2,770	29,029		
							346,664	13,575	360,240	221,160	581,400		
Wastewater Treatment Leadman	76000 502	Union	23	10	36.00	36.72	2,080	76,378		76,378	39,146	115,523	
Wastewater Operator	76000 502	Union	19	1	25.72	26.23	1,040	27,284	3,298	30,582	16,558	47,140	
							103,661	3,298	106,959	55,704	162,663		
Sanitation Worker	78000 602	Union	16	5	23.77	24.25	2,080	50,430	1,250	51,680	48,442	100,122	
Sanitation Worker	78000 603	Union	16	6	24.68	25.17	2,080	52,361	2,500	54,861	39,347	94,208	
							102,792	3,750	106,542	87,789	194,330		
							3,716,771	249,999	3,991,770	2,329,300	6,321,070		

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda NO.</u>	13

RESOLUTION No. 06-20-1531 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2020 BUDGET IN THE GENERAL FUND BY ACCEPTING DONATIONS FOR DIGITIZING WRANGELL NEWSPAPERS IN THE AMOUNT OF \$1,025 AND AUTHORIZING ITS EXPENDITURE

<p><u>SUBMITTED BY:</u></p> <p>Margaret Villarma, Librarian</p>	<p><u>FISCAL NOTE:</u></p> <p>Expenditure Received: \$1,025</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;">FY 19: \$</td> <td style="width: 33%; border-bottom: 1px solid black;">FY 20: \$1025.00</td> <td style="width: 33%; border-bottom: 1px solid black;">FY21: \$</td> </tr> </table> <p>Amount Budgeted:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;"></td> <td style="width: 33%; border-bottom: 1px solid black;">\$0</td> <td style="width: 33%; border-bottom: 1px solid black;"></td> </tr> </table> <p>Account Number(s):</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;"></td> <td style="width: 33%; border-bottom: 1px solid black;">11190-000-4595</td> <td style="width: 33%; border-bottom: 1px solid black;"></td> </tr> </table> <p>Account Name(s):</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;"></td> <td style="width: 33%; border-bottom: 1px solid black;">Grant Expenditures</td> <td style="width: 33%; border-bottom: 1px solid black;"></td> </tr> </table> <p>Unencumbered Balance(s) (prior to expenditure):</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;"></td> <td style="width: 33%; border-bottom: 1px solid black;">\$0</td> <td style="width: 33%; border-bottom: 1px solid black;"></td> </tr> </table>	FY 19: \$	FY 20: \$1025.00	FY21: \$		\$0			11190-000-4595			Grant Expenditures			\$0	
FY 19: \$	FY 20: \$1025.00	FY21: \$														
	\$0															
	11190-000-4595															
	Grant Expenditures															
	\$0															

<u>Reviews/Approvals/Recommendations</u>	
<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Res 06-20-1531

RECOMMENDATION MOTION:

Move to Approve Resolution No. 06-20-1531.

SUMMARY STATEMENT:

The Irene Ingle Public Library's goal is to digitize historical newspapers including the Stikine River Journal, Fort Wrangell News and the Wrangell Sentinel. With the advent of genealogical DNA databases the library has seen an increase in genealogy related research requests and questions. Many of the requests are for obituary, births, and death records. Currently, the only access to this information is through the physical examination of individual microfilm rolls. Unfortunately, this is

a very time consuming activity and the library does not have the staff or budget to thoroughly research every request. The digitization project will preserve, perpetuate and greatly increase accessibility and use of historical newspapers.

Ann and Ron Loesch, owners of the Petersburg Pilot and the Wrangell Sentinel, offered to run a free ad requesting donations to help our digitizing project. We are currently exploring various options for web hosting of the digitized material. It is our intention that all images are openly available online and accessible through a standard web browser. The donations were made in response to the advertisement in the local newspaper.

One donation was provided by Larry Persily in the amount of \$1,000. The other, in the amount of \$25 was received from Shirley Wimberley. The Library is most appreciative of these very generous donations.

These donations are being accepted into an account that will transfer over budget years. These two donations are being added to previous donations (\$1,375). When a sufficient number is reached another phase of digitizing will take place.

CITY AND BOROUGH OF WRANGELL

RESOLUTION No. 06-20-1531

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2020 BUDGET IN THE GENERAL FUND BY ACCEPTING DONATIONS FOR DIGITIZING WRANGELL NEWSPAPERS IN THE AMOUNT OF \$1,025 AND AUTHORIZING ITS EXPENDITURE

WHEREAS, the owners of the Wrangell Sentinel and the Petersburg Pilot ran a free ad soliciting donations for the Irene Ingle newspaper digitizing project; and

WHEREAS, Larry Persily donated \$1,000 toward the digitization project; and

WHEREAS, Shirley Wimberley donated \$25 toward the digitization project; and

WHEREAS, the FY20 Budget must be amended to accept these donations; and

WHEREAS, the City & Borough of Wrangell is grateful for the generosity of the Persily and Wimberley families.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THAT:

Section 1: The FY 2020 Budget in the General Fund is amended to reflect an increase in revenue to account 11190-000-4595 – Miscellaneous Grant Revenue in the amount of \$1,025.

Section 2: The FY 2020 Budget in the General Fund is amended to authorize an increase expenditures from account 11190-000-7590 – Grant Expenditures in the amount of \$1025.

Section 3: This funding is restricted to expenditure only for digitization of Wrangell newspaper by the Wrangell Public Library.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 23rd DAY OF June, 2020.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 19, 2020
	<u>Agenda Section</u>	13

RESOLUTION No. 06-20-1532 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2020 BUDGET IN THE CARES ACT GRANT FUND BY ACCEPTING A PUBLIC SAFETY CARES ACT GRANT IN THE AMOUNT OF \$20,557.84

SUBMITTED BY:

Joyce Mason, Finance Director

FISCAL NOTE:

Expenditure Required: \$20,557.84 Total

FY 20: \$
20,557.84

FY 21: \$

FY22: \$

Amount Budgeted:

FY20 \$0

Account Number(s):

111219 000 4590 00 32022 Rev

111219 000 7900 00 32022 Exp

Account Name(s):

CARES Act Public Safety (Rev & Exp)

**Unencumbered Balance(s) (prior to
expenditure):**

\$20,557.84 (After Resolution Approval)

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Resolution No. 06-20-1532

RECOMMENDATION MOTION:

Move to Approve Resolution No. 06-20-1532

SUMMARY STATEMENT:

The Police Department requested funding for personal protective equipment, transportation costs (to ship police vehicles from Anchorage via barge), and UV light to disinfect the jails to prevent the spread of the COVID19 virus from the Alaska Department of Public Safety.

The protective equipment will be placed in each patrol vehicle for the safety of the police officer. Gloves, masks, gowns, and safety glasses will be available.

The UV lights are a new technology that kills the COVID19 virus and will be used in the jail and surrounding areas to stop the spread of the COVID19 virus. It will also be available for EMS and other departments as needed.

The Police Department has purchased two vehicles in Anchorage. The department planned to travel to Anchorage to pick up the vehicles prior to the breakout of the pandemic. The funds from this grant will be used for the transportation costs by barge in lieu of officers' travel.

The funds will be recorded in the COVID19 fund number in the CARES Act Public Safety Accounts - 11219 00 4590 00 32022 (Revenue) and the purchases will be coded to 11219 00 7900 00 32022 (Expense).

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION No. 06-20-1532

A RESOLUTION OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY 2020 BUDGET IN THE CARES ACT GRANT FUND BY ACCEPTING A PUBLIC SAFETY CARES ACT GRANT IN THE AMOUNT OF \$20,557.84

WHEREAS, The President of the United States declared a national disaster on March 13, 2020 as the result of the Coronavirus Pandemic; and

WHEREAS, the state of Alaska declared a Public Health disaster on March 11, 2020; and

WHEREAS, The President signed the CARES act on March 27, 2020 to provide direct economic assistance for America of which Alaska received 1.5 billion; and

WHEREAS, the Department of Public Safety was awarded funds to aid the local public safety departments; and

WHEREAS, the City and Borough of Wrangell is accepting Coronavirus Relief Funds in the amount of \$20,557.84 for costs that are for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19), from the Alaska Department of Public Safety.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, THAT:

Section 1: The FY 2020 Budget in the CARES Act Fund, CARES Act Public Safety Revenue Account (11219 000 4590 00 32022) is amended by accepting revenue in the amount of \$20,557.84.

Section 2: The FY 2020 Budget in the CARES Act Fund, CARES Act Public Safety Expenditures Account (11219 000 7900 00 32022) is amended by increasing the authorized expenditure by \$20,557.84

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 23th DAY OF JUNE, 2020.

CITY & BOROUGH OF WRANGELL

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda Section</u>	13

ORDINANCE No 979 OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AUTHORIZING THE WITHDRAWAL FROM THE PORT AUTHORITY KNOWN AS THE "INTER-ISLAND FERRY AUTHORITY" AND CALLING A REFERENDUM ON THE PROPOSITION TO WITHDRAW FROM SAID PORT AUTHORITY

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager and
Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required:

FY 20:	FY 21:	FY22: \$

Amount Budgeted:

Account Number(s):

Account Name(s):

Unencumbered Balance(s) (prior to expenditure):

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Ord 631 (Ord to join the Port Authority); 2. Proposed Ord 979

RECOMMENDATION MOTION:

Move to approve Ordinance Number 979 and move to a Second Reading with a Public Hearing to be held on July 28, 2020.

SUMMARY STATEMENT:

The City of Wrangell passed an Ordinance in February of 1997 that was then ratified by the voters of Wrangell at the Regular Election in October of 1997 to create an Inter-Island Ferry Authority

(IFA). Other municipalities were also listed as participating in the creation of the IFA. Those municipalities were:

- City of Coffman Cove
- City of Craig
- City of Hydaburg
- City of Kasaan
- City of Klawock
- City of Petersburg
- City of Thorne Bay

The purpose of the IFA was to develop an efficient and effective network of ferries and ferry-related facilities that would serve the transportation needs of residents of Prince of Wales Island, Ketchikan, Wrangell, and Petersburg. Also, to develop commerce and industry throughout the participating municipalities.

In 2012, the Petersburg Borough approved Ordinance No. 962 that was ratified by the voters of Petersburg at their October 2012 Municipal Election to withdraw from the Inter-Island Ferry Authority.

This ordinance is being brought to the Assembly for consideration because Wrangell has not benefited from the IFA services since 2008. Also, as a requirement of being a participating member of the IFA, Wrangell has had either one public community member or assembly member on the IFA Board. Since Wrangell is not receiving benefits (as members of the IFA) we are requesting the approval of this Ordinance, to withdraw from the IFA.

As a requirement in Section 15 of the Ordinance that approved joining the IFA in 1997 (the withdrawal of a participating municipality), an affirmative vote of at least two-thirds of the Assembly and then an affirmative majority vote of the qualified voters at the municipal election is required.

Therefore, if this Ordinance is approved by the Assembly, this Ordinance will be added to the October 6, 2020 Regular Municipal Election for ratification by the voters of Wrangell.

This ordinance was reviewed and approved by the Borough attorney.

CITY AND BOROUGH OF WRANGELL, ALASKA
ORDINANCE NO. 979

AN ORDINANCE OF THE CITY AND BOROUGH OF WRANGELL, ALASKA,
AUTHORIZING THE WITHDRAWAL FROM THE PORT AUTHORITY KNOWN AS THE
“INTER-ISLAND FERRY AUTHORITY” AND CALLING A REFERENDUM ON THE
PROPOSITION TO WITHDRAW FROM SAID PORT AUTHORITY

WHEREAS, at the October 7, 1997 Municipal Election, the qualified voters of the City of Wrangell passed Proposition #6 by a majority vote of the people; and

WHEREAS, Proposition #6 read “Shall the City of Wrangell participate with any or all of the “Other Municipalities” identified in Section 2 of Ordinance No. 631 of the City of Wrangell pursuant to AS 29.35.600 – 29.35.730 to create a port authority to be known as the Inter-island Ferry Authority having the purposes, powers, and other attributes as set forth in Ordinance No. 631 of the City of Wrangell?”; and

WHEREAS, Section 3 of Ordinance No. 631 provides that the Inter-Island Ferry Authority was authorized and created to develop an efficient and effective network of ferries and ferry-related facilities and services and to otherwise provide the ferry system infrastructure essential or otherwise appropriate to:

1. serve the various ferry transportation needs of residents of Prince of Wales Island, Ketchikan, Wrangell and Petersburg.
2. develop commerce and industry throughout Prince of Wales Island, Ketchikan, Wrangell and Petersburg areas by meeting their various ferry transportation services needs; and
3. promote the general health, security, and welfare of the residents of Prince of Wales Island, Ketchikan, Wrangell and Petersburg by meeting their various transportation services needs; and

WHEREAS, since becoming a participating municipality in the Inter-Island Ferry Authority, Ferry service between the Petersburg, Wrangell and Coffman Cove communities occurred only in the summer months of May to mid-September in the years 2006, 2007 and 2008; and

WHEREAS, operation of the Northern Run was ceased in late 2008 because the costs of operation far exceeded revenues and subsidy funding to retain the Northern operations could not be obtained; and

WHEREAS, in light of this fact, the Assembly finds that the Wrangell community has received very little benefit from its membership in the Inter-Island Ferry Authority; and

WHEREAS, both the Inter-Island Ferry Authority's Board of Directors and its management are diligently focusing all the Authority's efforts on maintaining the main-line service from Hollis on Prince of Wales to Ketchikan, have abandoned future plans to restore a Northern Run, and there is no indication that service to Wrangell will be restored.

NOW THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA:

SECTION 1: **Classification:** This is a non-code ordinance.

SECTION 2: **Purpose:** The purpose of this ordinance is to withdraw Wrangell from participation in the Inter-Island Ferry Authority (IFA).

SECTION 3: **Substantive Provisions:** Pursuant to Section 15 of Ordinance No. 631 of the City of Wrangell, passed and approved by the voters at the October 7, 1997 municipal election, the City and Borough of Wrangell hereby withdraws from participation in the Inter-Island Ferry Authority.

SECTION 4: **Referendum:** Section 3 of this ordinance shall not go into effect until and unless the withdrawal of the City and Borough of Wrangell from the Inter-island Ferry Authority is first approved by a majority of the qualified voters voting on the question at the regular municipal election to be held on October 6, 2020. The ballot proposition shall be substantially in the following form and substance:

PROPOSITION # 1

Shall the City and Borough of Wrangell withdraw from, and no longer participate in, the port authority known as the Inter-Island Ferry Authority, as provided by Ordinance No. 979 of the City and Borough of Wrangell?

YES (oval)

NO (oval)

SECTION 5. **Severability:** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

SECTION 6. **Effective Date:** Section 4 of this ordinance, to submit the ballot proposition to the qualified voters of the City and Borough of Wrangell at the next general election on October 6, 2020, shall become effective immediately upon passage and approval by the Assembly. Should Proposition 1 pass by a majority vote of the qualified voters voting on the proposition set forth in Section 4 at the regularly scheduled October 6, 2020 municipal election, Section 3 of this ordinance shall become effective on the first day of the month immediately following the date of the regular borough election.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA THIS __ DAY OF _____ 2020.

CITY & BOROUGH OF WRANGELL, ALASKA

Stephen Prysunka, Mayor

ATTEST: _____
Kim Lane, MMC, Borough Clerk

Yes: _____

No: _____

Absent: _____

Abstaining: _____

CITY OF WRANGELL, ALASKA

ORDINANCE NO. 631

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WRANGELL, ALASKA, AUTHORIZING THE CREATION OF A PORT AUTHORITY UNDER AS 29.35.600 - 29.35.730 WHICH AUTHORITY SHALL BE KNOWN AS THE INTER-ISLAND FERRY AUTHORITY AND SHALL HAVE THE PURPOSE, POWERS, AND OTHER ATTRIBUTES AS SET FORTH IN THIS ORDINANCE, CALLING A REFERENDUM ON THE PROPOSITION OF CREATING SAID PORT AUTHORITY, AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the development of an efficient and effective transportation network serving Prince of Wales Island communities, Ketchikan, Wrangell and Petersburg is vital to the present and future economic well-being of all the residents of those communities; and

WHEREAS, the development and operation of a locally-owned and managed ferry system and related transportation facilities and services to facilitate the movement of persons, goods and services to and from those communities has been identified as a high priority; and

WHEREAS, the overall need for and feasibility of such a ferry system is well documented in the following three studies:

- *Reconnaissance Design of Passenger/Vehicle Ferry Vessels and Terminals - Prince of Wales Island Ferry Project*, prepared by Kent Miller, Elliott Bay Design Group, Ltd., and Peratrovich, Nottingham & Drage, Inc., January, 1996.
- *Project Plan: Kassan Bay and Whale Pass Ferries*, prepared by C.L. Cheshire, DePue & Associates, Kent Miller and James A. Van Altvorst, August, 1994.
- *An Alternative Ferry for Prince of Wales*, prepared by C.L. Cheshire, Kent Miller and James A. Van Altvorst, March, 1994; and

WHEREAS, a ferry operating authority represents an efficient and effective means to develop such a transportation system, and to thereby facilitate local and regional economic growth and development; and

WHEREAS, Article X, Section 13, of the Constitution of the State of Alaska authorizes municipalities to enter into agreements for cooperative or joint administration of functions or powers; and, under that authority, two or more municipalities may by agreement establish such a ferry operating authority; and

WHEREAS, the Alaska Municipal Port Authority Act (AS 29.35.600 - 29.35.730) more specifically allows one or more municipalities to establish such a ferry operating authority with express powers, including the power to issue revenue bonds, and to acquire, construct, and operate transportation facilities and services such as the proposed ferry system; and

WHEREAS, the City of Wrangell which approved a parallel ordinance as provided for in Section 2 of this ordinance, desires to establish and develop a more efficient ferry transportation system and to thereby generally promote the health, security, economy and general welfare of all of the people of the City and the other municipalities identified in this ordinance; and

WHEREAS, in furtherance of that purpose, the City of Wrangell, in concert with any of the Other Municipalities which approve a parallel ordinance as provided for in Section 2 of this ordinance, desires to establish a port authority, to be known as the "Inter-island Ferry Authority," with express powers, including the power to issue revenue bonds, to acquire, construct, and operate ferries and ferry system-related facilities and services as a means to facilitate local and regional transportation related commerce.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WRANGELL, ALASKA, AS FOLLOWS:

Section 1. Creation. The City Council of the City of Wrangell, hereby authorizes the creation of a port authority to be known as the Inter-island Ferry Authority pursuant to the Alaska Municipal Port Authority Act (AS 29.35.600 - 29.35.730), said authority to be a public corporation of the City of Wrangell and the other Participating Municipalities identified in this ordinance.

Section 2. Participating Municipalities. (a) Subject to the approval of the Development Plan approved by the Inter-island Ferry Authority in accordance with Section 10(b) below, and subject to approval of parallel ordinances by the local governing authority and approval by a majority of the qualified voters of each municipality, one or more of the following municipalities may join with the City of Wrangell as "Other Municipalities" participating in the authorization and creation of the Inter-island Ferry Authority:

- (1) City of Coffman Cove
- (2) City of Craig
- (3) City of Hydaburg
- (4) City of Kasaan
- (5) City of Klawock
- (6) City of Petersburg
- (7) City of Thorne Bay

(b) The City of Wrangell and the Other Municipalities shall, for the purposes of this Ordinance, be known individually as a "Participating Municipality" and shall be known collectively as the "Participating Municipalities."

Section 3. Purpose. The Inter-island Ferry Authority is authorized and created to develop an efficient and effective network of ferries and ferry-related facilities and services and to otherwise provide the ferry system infrastructure essential or otherwise appropriate to

1. serve the various ferry transportation needs of residents of Prince of Wales Island, Ketchikan, Wrangell and Petersburg,
2. develop commerce and industry throughout Prince of Wales Island, Ketchikan, Wrangell and Petersburg areas by meeting their various ferry transportation services needs; and
3. promote the general health, security, and welfare of the residents of Prince of Wales Island, Ketchikan, Wrangell and Petersburg by meeting their various ferry transportation services needs.

Such infrastructure shall include, but is not limited to, those facilities and equipment necessary to provide scheduled and charter ferry service to, from, and between Prince of Wales Island, Ketchikan, Wrangell and Petersburg for transportation of persons, baggage, vehicles and the contents of such vehicles, equipment and freight.

Section 4. Boundaries of the Inter-island Ferry Authority. The boundaries of the Inter-island Ferry Authority shall be the boundaries of the real property, including terminals and all related ferry-system support facilities owned, leased or otherwise operated and controlled by the Inter-island Ferry Authority in the conduct of its business consistent with its purpose as set forth in Section 3 hereof.

Section 5. Powers and Limitations. The Inter-island Ferry Authority may

- (1) sue and be sued;
- (2) have a seal and alter it at pleasure;
- (3) acquire an interest in transportation facilities, equipment or services as necessary or appropriate to provide financing for the one or more transportation facilities, equipment or services, whether by purchase, gift, or lease;
- (4) lease to others one or more transportation facilities, equipment or services acquired by it and upon the terms and conditions the Inter-island Ferry Authority may consider advisable, including, without limitation, provisions for purchase or renewal;
- (5) sell, by installment sale or otherwise, exchange, donate, convey, or encumber in any manner by mortgage or by creation of another security interest, real or personal property owned by it, or in which it has an interest, including one or more transportation facilities, equipment or services, when, in the judgment of the Inter-island Ferry Authority, the action is in furtherance of the Inter-island Ferry Authority's purposes;
- (6) accept gifts, grants, or loans, under the terms and conditions imposed under the gift, grant, or loan, and enter into contracts, conveyances or other transactions with a federal agency or an agency or instrumentality of the state, a municipality, private organization, or other person;
- (7) deposit or invest its funds, subject to agreements with bondholders;
- (8) purchase or insure loans to finance the costs of transportation facilities, equipment or services;
- (9) provide security within the boundaries of the Inter-island Ferry Authority;
- (10) enter into loan agreements with respect to one or more transportation facilities, equipment or services upon the terms and conditions of the Inter-island Ferry Authority considers desirable;
- (11) acquire, manage, and operate one or more transportation facilities, equipment or services as the Inter-island Ferry Authority considers necessary or appropriate to serve the Inter-island Ferry Authority's purposes;

- (12) assist private lenders to make loans to finance the costs of one or more transportation facilities, equipment or services through loan commitments, short-term financing, or otherwise;
- (13) charge fees or other forms of remuneration for the use or possession of one or more transportation facilities, equipment or services in accordance with the agreements described in this section, other agreements relating to the transportation facilities, equipment or services, covenants, or representations made in bond documents relating to the transportation facilities, equipment or services, or regulations of the Inter-island Ferry Authority relating to the transportation facilities, equipment or services;
- (14) defend and indemnify a current or former Director, employee, or agent of the Inter-island Ferry Authority against all costs, expenses, judgments, and liabilities, including attorney fees, incurred by or imposed upon that person in connection with civil or criminal action in which the person is involved as a result of the person's affiliation with the Inter-island Ferry Authority if the person acted in good faith on behalf of the Inter-island Ferry Authority and within the scope of the person's official duties and powers.
- (15) purchase insurance to protect and hold harmless its employees, agents, and Directors from an action, claim, or proceeding arising out of the performance, purported performance, or failure to perform in good faith, of duties for, or employment with the inter-island Ferry Authority and to hold them harmless from expenses connected with the defense, settlement, or monetary judgments from that action, claim, or proceeding; the purchase of insurance is subject to the discretion of the Board; insurance purchased under this paragraph may not be considered compensation to the insured person; and
- (16) protect its assets, services, and employees by purchasing insurance or providing for certain self-insurance retention; an authority may also maintain casualty, property, business interruption, marine, boiler and machinery, pollution liability, and other insurance in amounts reasonably calculated to cover potential claims against the Inter-island Ferry Authority or the Participating Municipalities for bodily injury, death or disability, and property damage that may arise from or be related to authority operations and activities.

Section 6. Debt. Subject to the provisions of AS 29.35.625 - 29.35.655, as amended, the Inter-island Ferry Authority may borrow money and may issue bonds on which the principal and interest are payable

- (1) exclusively from the income and receipts of, or other money derived from, one or more transportation facilities, equipment or services financed with the proceeds of the bonds;
- (2) exclusively from the income and receipts of, or other money derived from, designated transportation facilities, equipment or services or other sources whether or not they are financed, insured, or guaranteed in whole or in part with the proceeds of the bonds; or
- (3) from its income and receipts generally or a designated part or parts of them.

Section 7. Administration of the Inter-island Ferry Authority. (a) The Inter-island Ferry Authority shall be governed by a Board of Directors ("Board"), which shall exercise the powers of the Inter-island Ferry Authority.

(b) The Board shall appoint a chief executive officer of the Inter-island Ferry Authority who serves at the pleasure of the Board.

Section 8. Board of Directors. (a) Directors shall be apportioned and appointed as set forth in this Section.

(b) The Board shall be apportioned as follows:

- (1) In the event that the Inter-island Ferry Authority is comprised of a single Participating Municipality, the Board shall be comprised of one (1) Director appointed to represent that Participating Municipality, and two (2) At-large Directors. One of the two (2) At-large Directors shall be designated to serve the duration of his or her term, or until such time as one or more additional municipalities join the Inter-island Ferry Authority as Participating Municipalities and the total number of At-large Directors is reduced from two (2) to one (1), whichever term is lesser.
- (2) In the event that the Inter-island Ferry Authority is comprised of two or more Participating Municipalities, the Board shall be comprised of one (1) Director appointed to represent each Participating Municipality, and one (1) At-large Director.
- (3) The Board shall be apportioned in accordance with the following table:

Number of Participating Municipalities	Appointed Board Members per Municipality	At-large Board Members	Total Board
1	1	2	3
2	1	1	3
3	1	1	4
4	1	1	5
5	1	1	6
6	1	1	7
7	1	1	8
8	1	1	9

(c) An individual appointed as a Director shall,

- (1) in the case of a Participating Municipality, be a qualified voter residing within the Participating Municipality; and
- (2) in the case of the at-large member, be a qualified voter residing within any Participating Municipality.

(d) The mayor of each Participating Municipality shall, with the concurrence of its City Council, appoint the Director(s) representing the Participating Municipality.

(e) The Board shall appoint the At-large Director(s) from names submitted by the mayors of all Participating Municipalities. In the event that the Board cannot reach a decision with regard to the proposed appointment(s) to the At-large Director position(s), the Board shall submit the names of not more than two candidates for each At-large position to the mayors of all Participating Municipalities, a majority of whom shall then, with the concurrence of their respective City Councils, appoint the At-Large Director(s).

(f) Directors shall serve four-year terms, provided, however, that the directors first appointed after the creation of the Inter-island Ferry Authority shall be randomly assigned to one of three groups, each group to be as nearly equal in number as possible. The Directors assigned to one such group shall serve two-year terms; the Directors assigned to the second such group shall serve three-year terms, and the Directors assigned to the third such group shall serve four-year terms.

(g) Each director shall hold office for the term of appointment and until a successor has been appointed and qualified.

(h) If otherwise qualified, a Director is eligible to be appointed to the Board for more than one term.

(i) A vacancy on the Board shall be promptly filled by appointment as provided in this Section.

Section 9. Bylaws and Regulations. (a) The Board shall adopt bylaws to carry out the purposes and functions of the Inter-island Ferry Authority as soon after the establishment of the Inter-island Ferry Authority as possible and may, from time to time, amend those bylaws. The bylaws may contain any provision not in conflict with law for the management of the business of the Inter-island Ferry Authority and for the conduct of the affairs of the Inter-island Ferry Authority, including

- (1) the time, place, and manner of calling, conducting, and giving notice of meetings of the board and committees of the Board, if any;
 - (2) the allowance for per diem and for travel and other necessary and reasonable expenses incurred by Directors in the conduct of the business of the Inter-island Ferry Authority, if any;
 - (3) the appointment and authority of committees of the Board, if any;
 - (4) the appointment, duties, compensation, and tenure of officers, Directors, chief executive officer, and other employees, if any;
 - (5) procedures for adopting regulations;
 - (6) procedures for adopting bylaws;
 - (7) procedures for making annual reports and financial statements; and
 - (8) other matters for the conduct of business by the Board.
- (b) The Board shall adopt regulations necessary or appropriate to carry out the purposes of the Inter-island Ferry Authority and to facilitate the day-

to-day administration, operation and other functions of the Inter-island Ferry authority. The Board may amend those regulations from time to time.

Section 10. Development Plan. (a) The Inter-island Ferry Authority shall prepare, and shall maintain and keep current by amendment from time to time as necessary or appropriate, an Inter-island Ferry Authority Development Plan ("Development Plan"). The Development Plan shall contain for each proposed project,

- (1) a general project description which shall identify the need for the project, development phases, if any, a description of any existing improvements in the project area to be affected by the project, a description of real and personal property, including municipal real and personal property, proposed to be conveyed or leased to or from the Inter-island Ferry Authority, and any other information necessary to adequately describe the project's purpose and scope;
- (2) a development schedule including phases, if any;
- (3) the estimated development cost, including the estimated development cost of project phases, if any;
- (4) the estimated cost of operation;
- (5) the proposed method of financing the improvements
- (6) identification of anticipated revenues from use fees, leases or other contractual arrangements with respect to each project; and
- (7) any other information which the Board deems necessary or appropriate to adequately describe the intent, purpose, schedule, and cost.

(b) The Inter-island Ferry Authority shall submit the Development Plan and all amendments to that Development Plan to the governing body of each of the Participating Municipalities for review and approval by resolution.

(c) The Inter-island Ferry Authority shall not undertake any project which is not consistent with the Development Plan, as amended, which has been approved by all the municipalities participating in the Inter-island Ferry Authority.

Section 11. Annual Report. Within ninety (90) days following the end of the fiscal year of the Inter-island Ferry Authority, the Board shall distribute to the governing body of each Participating Municipality a report describing the operations and financial condition of the Inter-island Ferry Authority during the preceding fiscal year. The financial report must itemize the cost of providing each category of service offered by the Inter-island Ferry Authority and the income generated by each category. The financial report may include suggestions for legislation relating to the structure, powers, or duties of the Inter-island Ferry Authority or operation of facilities of the Inter-island Ferry Authority.

Section 12. Audits. (a) The Board shall have the financial records of the Inter-island Ferry Authority audited at least once annually by an independent certified public accountant.

(b) To make the audits the Board shall designate a public accountant who has no personal interest, direct or indirect, in the fiscal affairs of the Inter-island Ferry Authority.

(c) Copies of the annual and any additional audits shall be available to the public upon request.

(d) The Inter-island Ferry Authority shall make all of its financial records available to auditors appointed by Participating Municipalities for examination.

Section 13. Fidelity Bond. The Inter-island Ferry authority shall obtain a fidelity bond in an amount determined by the Board for the members of the Board, and each executive officer responsible for accounts and finances of the Inter-island Ferry Authority. Each such fidelity bond shall be in effect during the entire tenure in office of the bonded person.

Section 14. Taxation. (a) Because the Inter-island Ferry Authority, exercising the powers granted by this enabling ordinance under AS 29.35.600 - 29.35.730 as amended, is in all respects for the benefit of the people of the Participating Municipalities and the people of the state in general for their well-being and prosperity, and for the improvement of their social and economic condition, the real and personal property of the Inter-island Ferry Authority and its assets, income, and receipts are exempt from all taxes and special assessments of the state, or a political subdivision of the state, including but not limited to the Participating Municipalities.

(b) Notwithstanding the provisions of (a) of this Section, the Inter-island Ferry Authority may in its sole discretion enter into agreements under which the Inter-

island Ferry Authority shall agree to pay to one or more Participating Municipalities payments in lieu of taxes and special assessments on real and personal property of the Inter-island Ferry Authority within the taxing jurisdiction of that municipality.

(c) Nothing in this Section creates a tax exemption with respect to the interests of a business enterprise or other person, other than the Inter-island Ferry Authority, in property, assets, income, or receipts of that business enterprise or other person, whether or not financed under the provisions of As 29.35.600 - 29.35.730 as amended.

Section 15. Withdrawal of participating Municipality. (a) A Participating Municipality may withdraw from and no longer participate in the Inter-island Ferry Authority by an affirmative vote of at least two-thirds of the members of its governing body on a withdrawal ordinance and approval of that ordinance by a majority of the qualified voters within that municipality voting on the question.

(b) A municipality's withdrawal from the Inter-island Ferry Authority shall not cause the dissolution of the Inter-island Ferry Authority unless the remaining Participating Municipalities act to dissolve the Inter-island Ferry Authority.

Section 16. Dissolution of Inter-island Ferry Authority. (a) Participating Municipalities may dissolve the Inter-island Ferry Authority. Dissolution of the Inter-island Ferry Authority requires an affirmative vote of at least two-thirds of the members of the governing body of each of the Participating Municipalities on a dissolution ordinance and approval by a majority of the qualified voters of each of the Participating Municipalities of that dissolution ordinance, provided, however, that

- (1) all holders of any revenue bonds issued by the Inter-island Ferry Authority and then outstanding are fully repaid including interest, or payment has been fully provided for; and
- (2) all creditors of the Inter-island Ferry Authority, including but not limited to lenders and trade creditors are fully paid including interest, if any, or other provision has been made for that payment; and
- (3) all other obligations, agreements and commitments of the Inter-island Ferry Authority, including but not limited to agreements with customers of the Inter-island Ferry Authority, have been satisfied, or other provisions have been made for that satisfaction.

- (b) The dissolution ordinance shall include, but is not limited to:
- (1) schedules and procedures for terminating inter-island Ferry Authority functions and services;
 - (2) schedules and procedures for disposing of all Inter-island Ferry Authority assets, including distributing those assets of the Inter-island Ferry Authority which must be re-conveyed in accordance with the provisions of As 29.35.610(b) to the Participating Municipalities; and
 - (3) schedules and procedures for meeting or otherwise satisfying all other obligations, agreements and commitments of the Inter-island Ferry Authority as set forth in (a) of this Section; and
 - (4) provisions for those other matters deemed necessary and prudent by the Board for the proper and business-like dissolution of the Inter-island Ferry Authority

Section 17. Further Acts. The Mayor or the Mayor's designee is authorized to execute those documents and take those actions necessary to establish the Inter-island Ferry Authority as set out in this ordinance, and to otherwise enter into agreements with the Inter-island Ferry Authority, the Other Municipalities and others within the scope and the purpose of the Inter-island Ferry Authority.

Section 18. Referendum and Effective Date. This ordinance shall not go into effect until and unless the creation of the Inter-island Ferry Authority is first approved by a majority of the qualified voters voting on the question at a regular election to be held on October 7, 1997. The ballot proposition shall be substantially in the following form:

PROPOSITION NO. _____

Creation of the Inter-island Ferry Authority

"Shall the City of Wrangell participate with any or all of the "Other Municipalities" identified in Section 2 of Ordinance No. 631 of the City of Wrangell pursuant to As 29.35.600 - 29.35.730 to create a port authority to be known as the Inter-island Ferry Authority having the purposes, powers, and other attributes as set forth in Ordinance No. 631 of the City of Wrangell?"

YES.....☐NO.....☐PASSED IN FIRST READING January 28, 1997PASSED IN SECOND READING February 25, 1997

Douglas W. Roberts
Douglas W. Roberts, Mayor

ATTEST: Franette A. Vincent
Franette A. Vincent, City Clerk

Ordinance No. 631

Page 13

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	May 26, 2020
	<u>Agenda Section</u>	13

Approval of the Employee Health Insurance Renewal for Plan Year 2020-2021

SUBMITTED BY: Joyce Mason

Aleisha Mollen, Accounting Generalist

FISCAL NOTE:

Expenditure Required: \$1,100,158.00 Total

FY 20:	FY 21: \$1,100,158	FY22: \$
--------	-----------------------	----------

Amount Budgeted:

FY21 \$1,100,158

Account Number(s):

XXXXXX XXX 6100

Account Name(s):

Personnel Benefits Across
Departments

Unencumbered Balance(s) (prior to expenditure):

\$\$\$

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. CBW Renewal Analysis 2. Pharmacy Disruption Report from Premera

RECOMMENDATION MOTION:

Move to Approve the Employee Health Insurance Renewal with Premera Blue Cross Blue Shield for Plan Year 2020-2021.

SUMMARY STATEMENT:

In January of 2020 staff began working with the USI benefits representatives to plan for the upcoming benefit year and renewal process. On February 12th, they travelled to Wrangell to discuss the renewal strategy, priorities, and assumptions with Joyce Mason, Finance Director, and Aleisha Mollen.

At that time, the assumption was that the Borough would see a standard increase in the renewal, although not last year's large increase, due to the work in employee education and reducing claims for FY20. As a reminder, last year, the Borough saw an overall 9% increase in the health insurance rates. Depending on the renewal, the Borough was prepared to go out to bid to other health insurance companies, although the disruption in changing companies could have a significant impact on employees.

Staff was pleased to hear from USI that Premera's renewal for the same plan will be a 2.5% premium decrease to the medical plan, with dental and vision will remaining static. The Borough is one of a few plan members to receive a decrease this year. Therefore, the Borough opted to look at the renewal and other options within Premera rather than going to the marketplace. If other providers are chosen the Borough could end up with a lesser-rated plan, different provider networks, and would lose longevity credits with Premera.

Attached is the Renewal Analysis with the current renewal plan as well as two other options that would increase the deductible of the plan, thereby reducing the premiums. The savings is calculated based on the current census. If Options 1 and 2 are considered, the deductible and drug plans would change. If Option 1 or 2 are chosen, the Borough would be required to switch from the Preferred Drug Plan to the Essentials Drug Plan. Under the new plan, Specialty Drugs would not be subject to a co-pay, but would be subject to the employee paying 30% of the total cost. This would be a serious impact to those employees who need specialty prescriptions. Keeping the existing health insurance plan keeps the prescription co-pay the same.

We do have a price lock on our Navia plan through 12/31/22, so we could raise the amount of the deductible reimbursement without raising the monthly premiums for the HRA. That would essentially keep the employee's deductible the same, and the Borough would pay any additional reimbursement claimed. The amount paid out by the Borough varies from year to year given the number of employees/dependents that submit claims. Administration pulled Navia payout reports from their website on Friday to provide previous year's history on this. We discovered the totals were not correct as the Manager had submitted claims which were not noted. That calls into question what other claims are missing. This is being investigated with Navia and more information will be available on Tuesday.



Item e.



April 21, 2020

GROUP BENEFITS RENEWAL ANALYSIS

City & Borough of Wrangell

Brian Hardy | Paula Scott | HyoJin Woo
www.usi.com



Executive Summary

A summary of the July 2019 renewal decisions as well as a review of the in-force benefits and rates are included to begin the discussion of the upcoming July 2020 renewal strategy.

Summary of July 1, 2019 Renewal

- Renewed with Premera BCBS Medical Plan (vision embedded)
 - NGF APS HP \$3000 plan
 - 9.7% increase
- Renewed with Premera BCBS Dental Plan
 - NGF APS Dental A plan
 - 4.5% Decrease, \$2,825.64 savings
- Renewed with Navia for HRA

Summary of July 1, 2020 Renewal

Plans	Carrier	Renewal Details
Medical with embedded vision	Premera BCBS / APS Trust	2.5% Decrease \$28,734 savings
Dental	Premera BCBS / APS Trust	Rate Pass – 0% changes
Navia - HRA	Navia	Rate Guarantee until 12/31/22

2020 Health Plan Renewal Action

- To ensure optimal service at the best possible price, the USI July 2020 renewal strategy includes:
 - Negotiated with Premera Blue Cross Blue to ensure the renewals are accurate and favorable to the City and Borough of Wrangell.
 - Market to Moda Health and Aetna (carriers were waiting for the Premera renewal, but marketing was halted due to a favorable Premera renewal.)
- Experience Update / Large Claims Info
 - Based on claims July 2019 through February 2020, overall paid claims were running good – paid claims were a little under paid premiums
 - 1 large claims over \$100,000 as of February 2020 – not ongoing
 - 3 claims over \$50,000 – 1 ongoing
 - 5 claims over \$25,000 – 4 ongoing



City & Borough of Wrangell
Cost Summary
July 1, 2020 Renewal Date

Carriers	Current	Renewal	Option 1	Option 2
Medical PPO	Premera BCBS of Alaska	Premera BCBS of Alaska	Premera BCBS of Alaska	Premera BCBS of Alaska
Dental PPO	Premera BCBS of Alaska	Premera BCBS of Alaska	Premera BCBS of Alaska	Premera BCBS of Alaska
Vision	Premera BCBS of Alaska	Premera BCBS of Alaska	Premera BCBS of Alaska	Premera BCBS of Alaska
HRA	Navia	Navia	Navia	Navia

Total Annual Cost

Medical PPO	\$1,128,892	\$1,100,158	\$1,045,983	\$991,956
Dental PPO	\$60,206	\$60,206	\$60,206	\$60,206
Vision	N/A	N/A	N/A	N/A
HRA	\$867	\$867	\$867	\$867
Annual Total	\$1,189,964	\$1,161,230	\$1,107,056	\$1,053,028
Change from Current		-\$28,734	-\$82,909	-\$136,936
Percentage Change		-2.4%	-7.0%	-11.5%



City & Borough of Wrangell
Account Summary
July 1, 2020 Renewal Date

Grandfathered Status

Premiera Medical Plans are	Non-Grandfathered
----------------------------	-------------------

Eligibility

Medical, Dental	FOM following 30 DOH
Permanent Full Time	30+ Hours per Week
Permanent Part Time	15+ Hours per Week
Domestic Partner	Yes
Dependent Children	To Age 26

Participation

Required

Medical	85% Ee / 85% Deps
Dental	85% Ee / 85% Deps



**City & Borough of Wrangell
Medical Plan
Benefit Outline and Cost Summary
July 1, 2020 Renewal Date**

Benefit Outline	Current	Renewal	Option 1	Option 2
Carrier	Premiera BCBS of Alaska	Premiera BCBS of Alaska	Premiera BCBS of Alaska	Premiera BCBS of Alaska
Plan Type, Name, Network	2019 HP 3000 NGF	2020 HP 3000 NGF	2020 HP 4000 NGF	2020 HP 5000 NGF
Deductible (Individual / Family)	\$3,000 / \$9,000	\$3,000 / \$9,000	\$4,000 / \$12,000	\$5,000 / \$10,000
Non-Network Deductible (Individual / Family)	Shared with In-Network	Shared with In-Network	Shared with In-Network	Shared with In-Network
Deductible Embedded / Non-Embedded	Embedded	Embedded	Embedded	Embedded
Out-of-Pocket Maximum (Individual / Family)	\$5,000 / \$10,000	\$5,000 / \$10,000	\$6,000 / \$12,000	\$7,150 / \$14,300
Non-Network OOP Max (Individual / Family)	Unlimited	\$45,000 / \$90,000	\$45,000 / \$90,000	\$45,000 / \$90,000
Annual HRA Contribution (Individual / Family)	\$2,000: Employee Only; \$4,000: Employee +1; \$6,000: Family; After the first \$1,000/\$3,000	\$2,000: Employee Only; \$4,000: Employee +1; \$6,000: Family; After the first \$1,000/\$3,000	\$2,000: Employee Only; \$4,000: Employee +1; \$6,000: Family; After the first \$1,000/\$3,000	\$2,000: Employee Only; \$4,000: Employee +1; \$6,000: Family; After the first \$1,000/\$3,000
Coinsurance (In / Out)	80% / 60% / 40%	80% / 60% / 40%	80% / 60% / 40%	80% / 60% / 40%
Wellness / Preventive Care	100%	100%	100%	100%
Primary Care Office Visit	\$35 Preferred; 60% Participating	\$35 Preferred; 60% Participating	\$40 Preferred; 60% Participating	\$40 Preferred; 60% Participating
Virtual Care - Teladoc	Office Visit Cost Share	100%	100%	100%
Specialist Office Visit	\$35 Preferred; 60% Participating	\$35 Preferred; 60% Participating	\$40 Preferred; 60% Participating	\$40 Preferred; 60% Participating
Walk-In / Urgent Care Visit	\$35 Preferred; 60% Participating	\$35 Preferred; 60% Participating	\$40 Preferred; 60% Participating	\$40 Preferred; 60% Participating
Emergency Room	\$150 Copay; In-Network Deductible, 80%	\$150 Copay; In-Network Deductible, 80%	\$150 Copay; In-Network Deductible, 80%	\$150 Copay; In-Network Deductible, 80%
Outpatient Lab & X-Ray	80% / 60%	80% / 60%	80% / 60%	80% / 60%
Complex Imaging (MRI, CAT, PET, et.al.)	80% / 60%	80% / 60%	80% / 60%	80% / 60%
Outpatient Surgical Facility	80% / 60%	80% / 60%	80% / 60%	80% / 60%
Inpatient Hospital Facility	80% / 60%	80% / 60%	80% / 60%	80% / 60%
Pharmacy Plan	Preferred B3	Preferred B3	Essentials E4	Essentials E4
Retail Prescription Drug Copays	\$20 / \$40 / \$80	\$20 / \$40 / \$80	\$15 / \$30 / \$50	\$15 / \$30 / \$50
Mail Order Prescription Drug Copays	\$50 / \$100 / \$200	\$50 / \$100 / \$200	\$37.50 / \$75 / \$50	\$37.50 / \$75 / \$50
Specialty Prescription Drugs	\$50 / \$100 / \$200	\$50 / \$100 / \$200	70% (DW)	70% (DW)

Rates & Total Cost

Employee	27	\$889.80	\$867.14	\$824.43	\$781.86
Employee + Spouse	14	\$2,044.34	\$1,992.31	\$1,894.20	\$1,796.36
Employee + Child(ren)	6	\$1,689.93	\$1,646.95	\$1,565.86	\$1,484.96
Employee + Spouse + Child(ren)	11	\$2,844.49	\$2,772.09	\$2,635.61	\$2,499.45
Total Employees	58				
Annual Premium Total (w/out HRA)		\$1,128,892	\$1,100,158	\$1,045,983	\$991,956
Change from Current			-\$28,734	-\$82,909	-\$136,936
Percentage Change			-2.5%	-7.3%	-12.1%

Notes

1. (DW) = deductible waived



City & Borough of Wrangell
Medical Plan
Contribution Analysis
July 1, 2020 Renewal Date

	Enroll	Total	ER Cost	Current EE Cost	Enroll	Total	ER Cost	Renewal EE Cost	\$ EE Change
			85% / 85%				85% / 85%		
Employee	27	\$889.80	\$756.33	\$133.47	27	\$867.14	\$737.07	\$130.07	-\$3.40
Employee + Spouse	14	\$2,044.34	\$1,737.69	\$306.65	14	\$1,992.31	\$1,693.46	\$298.85	-\$7.80
Employee + Child(ren)	6	\$1,689.93	\$1,436.44	\$253.49	6	\$1,646.95	\$1,399.91	\$247.04	-\$6.45
Employee + Spouse & Child(ren)	11	\$2,844.49	\$2,417.82	\$426.67	11	\$2,772.09	\$2,356.28	\$415.81	-\$10.86
Annual HRA Contribution		\$0	\$0			\$0	\$0		
Annual Total	58	\$1,128,892	\$959,558	\$169,334	58	\$1,100,158	\$935,134	\$165,024	
Change from Current						-\$28,734	-\$24,424	-\$4,310	
Percentage Change						-2.5%	-2.5%	-2.5%	

Notes

1. Analysis does not consider enrollment changes that may occur as a result of a contribution change. Actual costs will vary.
2. Please note, carriers reserve the right to re-rate if enrollment changes by +/- 10%.
3. The ACA requires that employers offer coverage that is 'affordable' to employees, or they may be subject to a penalty. Affordability standards for 2020 require coverage costing less than 9.78% of monthly income or \$101.79 (lower 48 states). The 'Affordability Minimum Salary' row calculates the lowest annual employee income that would still constitute 'affordable' coverage under the given contribution scenario.



**City & Borough of Wrangell
Dental Plan
Benefit Outline and Cost Summary
July 1, 2020 Renewal Date**

Benefit Outline	Current	Renewal
Carrier	Premera BCBS of Alaska	Premera BCBS of Alaska
Plan Type	PPO	PPO
Deductible (Individual / Family)	\$0 PCY / \$0 PCY	\$0 PCY / \$0 PCY
Waived For Preventive	Yes	Yes
Annual Maximum	\$1,500 PCY	\$1,500 PCY
Max Rollover	Not Included	Not Included
Preventive Services	100%	100%
Basic Services	80%	80%
Major Services	50%	50%
Endodontics / Periodontics	Basic	Basic
Implants	Major	Major
Orthodontia	Not covered	Not covered

Rates & Total Cost

Employee	27	\$49.25	\$49.25
Employee + Spouse	14	\$107.00	\$107.00
Employee + Child(ren)	6	\$91.42	\$91.42
Employee + Spouse & Child(ren)	11	\$149.17	\$149.17
Total Employees	58		
Annual Total		\$60,206	\$60,206
Change From Current			\$0
Percentage Change			0.0%



City & Borough of Wrangell
Dental Plan
Contribution Analysis
July 1, 2020 Renewal Date

	Enroll	Total	ER Cost	Current EE Cost	Enroll	Total	ER Cost	EE Cost	Renewal \$ EE Change
			85% / 85%				85% / 85%		
Employee	27	\$49.25	\$41.86	\$7.39	27	\$49.25	\$41.86	\$7.39	\$0.00
Employee + Spouse	14	\$107.00	\$90.95	\$16.05	14	\$107.00	\$90.95	\$16.05	\$0.00
Employee + Child(ren)	6	\$91.42	\$77.71	\$13.71	6	\$91.42	\$77.71	\$13.71	\$0.00
Employee + Spouse & Child(ren)	11	\$149.17	\$126.79	\$22.38	11	\$149.17	\$126.79	\$22.38	\$0.00
Annual HRA Contribution		\$0	\$0			\$0	\$0		
Annual Total	58	\$60,206	\$51,175	\$9,031	58	\$60,206	\$51,175	\$9,031	
Change from Current						\$0	\$0	\$0	
Percentage Change						0.0%	0.0%	0.0%	

Notes

1. Analysis does not consider enrollment changes that may occur as a result of a contribution change. Actual costs will vary.
2. Please note, carriers reserve the right to rerate if enrollment changes by +/- 10%.
3. The ACA requires that employers offer coverage that is 'affordable' to employees, or they may be subject to a penalty. Affordability standards for 2020 require coverage costing less than 9.78% of monthly income or \$101.79 (lower 48 states). The 'Affordability Minimum Salary' row calculates the lowest annual employee income that would still constitute 'affordable' coverage under the given contribution scenario.



City & Borough of Wrangell
Vision Plan
Benefit Outline and Cost Summary
July 1, 2020 Renewal Date

Benefit Outline	Current	Renewal
Carrier	Premera BCBS of Alaska	Premera BCBS of Alaska
Exam Copay	\$35 copay	\$35 copay
Materials Copay	\$0	\$0
Exam	100%	100%
Lenses	100%	100%
Frames	12 months	12 months
Elective Contacts	100% to \$150	100% to \$150
Lasik Surgery Discount	Not covered	Not covered
Benefit Frequencies (E / L / F / C)	12 / 12 / 12 / 12	12 / 12 / 12 / 12

Rates & Total Cost

Employee	27	
Employee + Spouse	14	
Employee + Child(ren)	6	Included in Medical
Employee + Spouse & Child(ren)	11	
Total Employees	58	
Annual Total	\$0	\$0

Notes

1. Vision hardware has a maximum benefit of \$150 per member each calendar year.



City & Borough of Wrangell
Health Reimbursement Account
Benefit Outline and Cost Summary
July 1, 2020 Renewal Date

Benefit Outline	Current
Carrier	Navia
Plan Design	0% of first \$1,000; 100% of the next \$2,000
Contributions	Employee Only: \$2,000 Employee +1: \$4,000 Employee + Family: \$6,000
Rate Guarantee	12/31/2022

Fees & Total Cost		
Per Participant Monthly Fee	58	\$4.60
Minimum Monthly Fee		\$75.00
Annual Plan Fee		\$600.00
Annual Total		\$867

2020 Health & Welfare Compliance Requirements

The following should be carefully reviewed for plan years that begin in 2020. Some information is not yet available; this chart will be updated as guidance is issued.

Done or N/A?	Topic	Affected Plans/ Employers	Description
	Status of ACA	All employers	<p>The Affordable Care Act ("ACA") remains the law of the land. IRS and other agencies continue to enforce the various requirements. There are legal efforts to repeal the ACA in the federal court system. On December 14, 2018, a Texas court invalidated the entire ACA. On December 18, 2019, the Fifth Circuit found the Individual Mandate unconstitutional, but did not rule on the remainder of the ACA. The ruling does not constitute a final determination and the decision was sent back to the district court. Success of this and other efforts is uncertain.</p> <p>The Individual Mandate penalty is \$0 beginning January 1, 2019.</p> <p>Employers, especially those with group health plans, should continue to monitor and comply with various requirements.</p>
	Grandfathering	Grandfathered medical plans	<p>Employers should revisit grandfathered status requirements, weighing the restrictions of remaining grandfathered against the additional requirements that apply to non-grandfathered plans. Remember, an employer must look back to the coverage in effect on March 23, 2010 to know whether a change results in a loss of this status.</p> <p>If grandfathered status is retained, provide appropriate notice to participants and beneficiaries in all materials describing the group health plan and maintain records documenting the retention of this status for as long as it is claimed.</p> <p>Once grandfathered status is lost, even if inadvertently, it cannot be regained. This is true even if the defect causing the loss of grandfathered status can be cured.</p>
	Cost-sharing limits	Non-grandfathered medical plans	<p>For plan years beginning on or after January 1, 2020, non-grandfathered plans cannot impose out-of-pocket limits on EHBs that exceed the following limits:</p> <ul style="list-style-type: none"> ▪ \$8,150 for self-only coverage; and ▪ \$16,300 for coverage other than self-only. <p>Additionally, with respect to family coverage, an individual out-of-pocket maximum of \$8,150 applies to each person with family coverage.</p>

Done or N/A?	Topic	Affected Plans/ Employers	Description
	Cost-sharing limits	Reference-based price programs (or other similar arrangements)	Plans with this type of structure should carefully review whether there is adequate access to quality providers willing to accept the reference price as a payment in full. ¹ Otherwise the plan may be required to count an individual's out-of-pocket expenses and pay amounts that exceed the OOPM even if provided "out-of-network" (including balance billing amounts for the provider who did not accept the reference price toward the out-of-pocket maximum limitation). There is ongoing litigation, the result of which may impact these arrangements.
	Cost-sharing limits	Qualified HDHPs	For plan years beginning on or after January 1, 2020, qualified HDHPs are subject to the following limits: <ul style="list-style-type: none"> Minimum deductible: \$1,400 self-only coverage and \$2,800 coverage other than self-only; Maximum out-of-pocket: \$6,900 self-only coverage and \$13,800 family coverage.²
	Preventive items and services	Self-funded Qualified HDHPs	Employers should consider adding coverage of new pre-deductible expenses, including beta-blockers, insulin, and inhalers for individuals with chronic conditions.
	HSA Contributions	HSAs	The maximum contribution to an HSA for calendar year 2020 is: <ul style="list-style-type: none"> \$3,550 for self-only coverage; \$7,100 for coverage other than self-only. Account holders who are at least 55 years of age may make a \$1,000 catch-up contribution. The IRS issued an Information Letter which lists seven new examples of situations where an employer can obtain a return of contributions mistakenly made to an employee's HSA.
	Health FSA limits	Health FSAs	For plan years beginning in 2020, the limit on annual salary reduction contributions to a health flexible spending arrangement ("health FSA") provided under a cafeteria plan is \$2,750 .
	Health insurer fee	Insured medical, dental, and vision plans	<i>Be aware of the impact of this fee on plan costs.</i> This fee was suspended for 2019 and reinstated for 2020 only. This fee has been repealed for calendar years beginning after December 31, 2020. <ul style="list-style-type: none"> Estimates suggest it could amount to 3.3% of total plan costs. The fee does not apply to stop loss coverage. It applies to insured dental and vision (even if stand-alone) as well as medical benefits and is paid by the carrier.

¹ The Departments have issued various FAQs specifying factors that will be considered to determine whether the reference-based price structure (or similar network design) is a reasonable method. Notably, FAQ 21 lays out five specific requirements the Departments will look at including the type of services, whether there is reasonable access, whether the providers meet quality standards, whether there is an exceptions process and disclosure regarding the pricing structure and providers. See FAQ 21 <https://www.dol.gov/sites/default/files/ebsa/about-ebsa/our-activities/resource-center/faqs/aca-part-xxi.pdf> and FAQ 31 <https://www.dol.gov/sites/default/files/ebsa/about-ebsa/our-activities/resource-center/faqs/aca-part-31.pdf>.

² This is lower than what is required under the ACA. Non-grandfathered HDHPs must follow both sets of out-of-pocket maximum rules.

Done or N/A?	Topic	Affected Plans/ Employers	Description																										
	PCOR fee	All medical plans and HRAs	<p>Health plans have been assessed an annual fee to fund a Patient-Centered Outcomes Research (PCOR) program.</p> <ul style="list-style-type: none">▪ <u>Insured plans</u>: Insurance carriers pay the fee directly.▪ <u>Self-insured plans, including HRAs</u>: The employer pays the fee to the IRS each year by July 31 using the 2nd quarter Form 720 (quarter ending 6/30). <p><i>While this fee was scheduled to sunset, legislation signed into law on December 20, 2019 extended the PCOR fee through September 30, 2029 for insured and self-funded plans.</i></p> <p>The next payment is due on July 31, 2020, as follows:</p> <table><tr><th>Plan Year</th><th>Amount of PCOR Fee</th></tr><tr><td>February 1, 2018 – January 31, 2019</td><td>\$2.45/covered life/year</td></tr><tr><td>March 1, 2018 – February 28, 2019</td><td>\$2.45/covered life/year</td></tr><tr><td>April 1, 2018 – March 31, 2019</td><td>\$2.45/covered life/year</td></tr><tr><td>May 1, 2018 – April 30, 2019</td><td>\$2.45/covered life/year</td></tr><tr><td>June 1, 2018 – May 31, 2019</td><td>\$2.45/covered life/year</td></tr><tr><td>July 1, 2018 – June 30, 2019</td><td>\$2.45/covered life/year</td></tr><tr><td>August 1, 2018 – July 31, 2019</td><td>\$2.45/covered life/year</td></tr><tr><td>September 1, 2018 – August 31, 2019</td><td>\$2.45/covered life/year</td></tr><tr><td>October 1, 2018 – September 30, 2019</td><td>\$2.45/covered life/year</td></tr><tr><td>November 1, 2018 – October 31, 2019</td><td>TBA/covered life/year</td></tr><tr><td>December 1, 2018 – November 30, 2019</td><td>TBA/covered life/year</td></tr><tr><td>January 1, 2019 – December 31, 2019</td><td>TBA/covered life/year</td></tr></table> <p>Note that special rules apply to short plan years.</p>	Plan Year	Amount of PCOR Fee	February 1, 2018 – January 31, 2019	\$2.45/covered life/year	March 1, 2018 – February 28, 2019	\$2.45/covered life/year	April 1, 2018 – March 31, 2019	\$2.45/covered life/year	May 1, 2018 – April 30, 2019	\$2.45/covered life/year	June 1, 2018 – May 31, 2019	\$2.45/covered life/year	July 1, 2018 – June 30, 2019	\$2.45/covered life/year	August 1, 2018 – July 31, 2019	\$2.45/covered life/year	September 1, 2018 – August 31, 2019	\$2.45/covered life/year	October 1, 2018 – September 30, 2019	\$2.45/covered life/year	November 1, 2018 – October 31, 2019	TBA/covered life/year	December 1, 2018 – November 30, 2019	TBA/covered life/year	January 1, 2019 – December 31, 2019	TBA/covered life/year
Plan Year	Amount of PCOR Fee																												
February 1, 2018 – January 31, 2019	\$2.45/covered life/year																												
March 1, 2018 – February 28, 2019	\$2.45/covered life/year																												
April 1, 2018 – March 31, 2019	\$2.45/covered life/year																												
May 1, 2018 – April 30, 2019	\$2.45/covered life/year																												
June 1, 2018 – May 31, 2019	\$2.45/covered life/year																												
July 1, 2018 – June 30, 2019	\$2.45/covered life/year																												
August 1, 2018 – July 31, 2019	\$2.45/covered life/year																												
September 1, 2018 – August 31, 2019	\$2.45/covered life/year																												
October 1, 2018 – September 30, 2019	\$2.45/covered life/year																												
November 1, 2018 – October 31, 2019	TBA/covered life/year																												
December 1, 2018 – November 30, 2019	TBA/covered life/year																												
January 1, 2019 – December 31, 2019	TBA/covered life/year																												
	MHPAEA	<p>Employers with more than 50 employees offering group health plan coverage that includes Mental Health and/or Substance Use Disorder (MH/SUD) benefits</p> <p>Non-grandfathered insured plans, including small group coverage</p>	<p>Review the plan to determine whether there are provisions that may raise MHPAEA issues, such as:</p> <ul style="list-style-type: none">▪ Exclusions of ABA therapy for the treatment of autism as an experimental treatment.▪ Dosage limits on prescription drugs which are more restrictive on MH/SUD conditions than other medical conditions.▪ Exclusion of in-patient or out-patient treatment for eating disorders based on facility type. <p>Review FAQ 39 for additional information: https://www.dol.gov/sites/default/files/ebsa/about-ebsa/our-activities/resource-center/faqs/aca-part-39-proposed.pdf</p>																										

Done or N/A?	Topic	Affected Plans/ Employers	Description
	Employer Penalty: Understand potential penalty exposure	ALEs	<p>“A” Penalty.</p> <p>Applies if the ALE does not offer at least 95% of all ACA FTEs and their children to age 26 minimum essential coverage (“MEC”) and one FTE receives a subsidy in the Marketplace.</p> <ul style="list-style-type: none"> ▪ \$2,000 (as adjusted for inflation, \$2,570 for 2020) X total number of FTEs in excess of 30. <p>“B” Penalty.</p> <p>Applies if the ALE offers coverage to at least 95% of all ACA FTEs (and their children to age 26), but that coverage is <i>unaffordable</i> or does not provide <i>minimum value</i> (or as to any excluded 5% of ACA FTEs and one FTE receives a subsidy in the Marketplace.</p> <ul style="list-style-type: none"> ▪ \$3,000 (as adjusted for inflation; \$3,860 for 2020) X the total number of ACA FTEs who receive the subsidy in the Marketplace (maximum penalty is capped at the “A” penalty).
	Employer Penalty: Identify application and method of compliance	Employers	<ul style="list-style-type: none"> ▪ Determine ALE status (i.e., whether the employer has at least 50 full-time employees (“FTEs”) each calendar year, considering all common law employees in the entire controlled group and counting each part-time employee as a fraction of an FTE). ▪ Determine full-time status using the monthly measurement method or look-back measurement method. ▪ Offer coverage to FTEs and dependent children. ▪ Evaluate minimum value. ▪ Evaluate affordability and elect a safe harbor.³ ▪ Ensure that all plan language accurately reflects the selections.

³ An employer will not be subject to a penalty with respect to an FTE if the employer meets the 95% MEC offer requirement and that employee’s required contribution for 2020 for the employer’s lowest cost self-only coverage that provides MV does not exceed:

- 9.78% of W-2 wages (Box 1 on Form W-2); or
- 9.78% of the employee’s rate of pay (either \$/hour multiplied by 130 hours or monthly salary); or
- 9.78% of the FPL (**\$103.99** for 2020 plan years)

Done or N/A?	Topic	Affected Plans/ Employers	Description
	Employer Penalty: Reporting	All ALEs, with additional requirements for ALEs with self-insured health plans	<p>All ALEs must use Forms 1095-C and 1094-C to report offers of coverage (or no offer of coverage) to ACA FTEs.</p> <p>For calendar year 2019, Forms 1095-C are due to ACA FTEs by March 2, 2020 (<i>delayed from January 31, 2020</i>).</p> <p>For calendar year 2019, Forms 1094-C and all Forms 1095-C must be filed electronically with the IRS by March 31, 2020 (unless filing by paper, then February 28, 2020).</p> <p>Electronic filing is required if filing 250 or more Forms.</p> <p>ALEs with self-funded health plans must also report MEC information for each covered member on these Forms, including covered non-ACA FTEs (e.g., part-time employees and COBRA qualified beneficiaries). Information on family members who have coverage through the covered member (e.g., a spouse or child) must be included.</p> <p>Corrections may be filed on paper if submitted in batches of less than 250 forms.</p>
	MEC Reporting	Non-ALEs with self-insured plans	<p>Employers that are not considered ALEs but offer a self-funded group health plan are responsible for MEC reporting on behalf of covered members.</p> <p>Small employers with self-insured plans may use Forms 1094-B and 1095-B. This report includes individuals who receive coverage through the covered member (e.g., spouse, children).</p> <p>The timeframe for submitting these reports is the same as described above for Forms 1094-C and 1095-C.</p>
	Employer Penalty: Reporting and Penalty Assessments	Employers	<p>The IRS has notified certain employers regarding missing or incomplete Form 1094-C and 1095-C filings (Letter 5699).</p> <p>The IRS has issued Letter 226J notifying employers of potential penalty assessments for CYs 2015, 2016, and 2017. ALEs should ensure that they review and handle them timely.</p> <p>Employers should continue to comply with the employer mandate until and unless guidance is issued.</p> <p>Resources are available for USI clients to assist with the response to the IRS.</p>
	Marketplace Notices	Employers	<p>The Marketplace is supposed to issue a notice if any employee of an employer receives a subsidy in the Marketplace.</p> <p>If an applicable large employer (“ALE”) receives this notice on an ACA full-time employee, the employer should verify whether there is any penalty exposure (i.e., inquire as to whether the individual was offered affordable health insurance coverage).</p> <p>The Marketplace Notice is NOT a notice that a penalty is imminent. Any penalty assessment notice will come from the IRS.</p> <p>Ensure good recordkeeping processes to demonstrate offers of coverage, acceptance, waivers, affordability and minimum value as applicable.</p>

Done or N/A?	Topic	Affected Plans/ Employers	Description
	ACA's integration requirement and prohibition of employer payment of individual insurance policies	HRAs	<p>HRAs must be integrated with group health plans and not reimburse individual policy premiums with the following exceptions:</p> <ol style="list-style-type: none"> 1. Qualified Small Employer HRA (QSEHRA). A small employer (fewer than 50 full-time employees) with no group health plan can offer reimbursements up to indexed amounts (\$5,250 self-only / \$10,600 family for 2020). 2. Retiree HRA. An HRA covering fewer than two participants who are active employees. 3. Individual Coverage HRA. Beginning 2020, an HRA can be integrated with an individual policy if the employer does not offer a group plan to same class of employees. ALEs must evaluate affordability for Employer Penalty purposes. 4. Excepted Benefit HRA. Beginning 2020, employers can offer an HRA offering reimbursements up to \$1,800. A group medical plan must be offered, but the employee doesn't have to enroll in it. 5. Stand-Alone HRA for Dental and/or Vision Expenses.
	Wellness Programs	Tax Treatment Clarified	<p>The IRS is concerned about "double dipping" wellness programs. These are programs where "employees make pre-tax elections, and then do certain things to receive that election (less a fee) back on a non-taxable basis."</p> <p>The IRS informally clarified that some wellness arrangements and fixed indemnity products are being marketed as "tax free" when in fact the design would require inclusion of the employee elections in the employee's gross income.</p> <ul style="list-style-type: none"> ▪ Payments of cash rewards (including gift cards) for participating in a wellness program must be included as income to the employee. ▪ Certain "<i>de minimis</i> fringe" benefits, such as a t-shirt or water bottle, can be excluded from income as a fringe benefit. However, a payment of a gym membership fee that does not qualify as medical care would not be excludable from the employee's income. ▪ Wellness programs where the employee must contribute on a pre-tax basis and then "gets back" the money "tax free" for doing certain tasks (e.g., complete a health risk questionnaire) are not excludable from income.

Done or N/A?	Topic	Affected Plans/ Employers	Description
	Wellness Incentives	Employers using incentives with wellness programs	<p>Incentive based wellness programs continue to be complicated.</p> <p>Effective January 1, 2019, the court vacated the ADA and GINA rules regarding wellness incentives. The most conservative approach is to remove incentives associated with employee medical exams or spousal completion of health risk assessments. This may be overly conservative, and some employers may be comfortable continuing programs with reward thresholds at or below the pre-2019 rules which generally limit the incentive to no more than 30% of the total cost of self-only coverage in the lowest cost health plan option offered by the employer to any employee.</p> <p>Employers looking at rewards beyond the 30% limits should consult with their own counsel.</p>
	Transportation Benefits	Employers Offering Transportation Benefits	<p>For calendar year 2020, the monthly exclusion limitation for transportation in a commuter highway vehicle (vanpool) and any transit pass and qualified parking expenses is \$270.</p> <p>Parity between these accounts is permanent.</p> <p><i>The employer deduction for all transportation fringe benefits was unavailable beginning January 1, 2018.</i></p>
	Highly Compensated and Key Employee Definitions	Cafeteria plans, Life Insurance Discrimination (Sec. 79)	<p>The compensation threshold for a highly compensated individual or participant (for purposes of Section 125 nondiscrimination testing) is \$130,000 in CY 2019 for <u>2020</u>.</p> <p>The dollar limitation concerning the definition of a key employee is \$185,000 in CY 2019 for <u>2020</u>.</p>
	High Cost Plan Excise Tax ("Cadillac Plan Tax")	All employers with health plans	<i>This tax has been repealed; it will not go into effect.</i>
	FMLA Leave	All employers	For 2018, 2019, and 2020, a tax credit is available for employers that provide paid leave that would generally not otherwise be paid (e.g., not due to sick pay or vacation policies) for FMLA-qualifying circumstances (whether or not the employer is subject to FMLA).
	Cross-Plan Offsetting	Self-funded medical plans	Cross-plan offsetting is a mechanism used by TPAs to resolve overpayments to a provider made through one plan by withholding (or reducing) payment to the same provider through another plan. Based on a recent court ruling, employers should review and understand whether their TPA engages in cross-plan offsetting and whether there is language in the plan documents to support this practice. Further, it is advisable to review whether to continue cross-plan offsetting or "opt-out" of this practice.
	State Required Paid Sick Leave	Various	Many states already require (or will soon require) paid sick leave for employees; specifically, Arizona, California, Connecticut, D.C., Maryland, Massachusetts, Michigan, New Jersey, New York, Oregon, Rhode Island, Vermont, and Washington.

Done or N/A?	Topic	Affected Plans/ Employers	Description
	State Required Paid Family Leave	Various	Many states require paid family leave. They include California, Connecticut (2021), D.C., Massachusetts ⁴ (2021), New Jersey, New York, Oregon (2022), Rhode Island, and Washington.
	State Required Paid Time Off	Employers with employees in Maine or Nevada	Effective January 1, 2020, Nevada employers that have been in operation for at least two years with at least 50 employees in Nevada must allow their employees to accrue and use paid time off for any reason. Effective January 1, 2021, Maine employers are required to offer their employees paid leave which may be used for any reason.
	City and Other Required Paid Leave	Various. <i>This summary does not address all applicable city or other local mandates.</i>	Some cities that have recently passed sick leave laws are New York City, Dallas, San Antonio, and Austin. Other cities include Seattle, Pittsburgh, Philadelphia, and Los Angeles. One county that recently passed a sick leave law is Westchester County, New York. These are examples only.
	State Individual Mandate Reporting	Employers with employees in California, D.C., Massachusetts, New Jersey, Rhode Island, and Vermont	Forms reporting on offers of coverage to employees are to be sent to the New Jersey Division of Taxation by March 31, 2020. California employers that sponsor a health plan must file reports similar to Form 1095-C or 1095-B with the state's Franchise Tax Board on all CA residents covered by the plan. The initial deadline will be March 31, 2021 with respect to calendar year 2020. D.C., Rhode Island, and Vermont also have employer notice requirements in 2020. The Massachusetts Form 1099-HC remains in effect.
	Surprise Medical Bills	Various – usually insured plans with contracts written in the applicable states (self-funded plans may opt in if permitted under state law)	Many states including Arizona, California, Connecticut, Delaware, Florida, Illinois, Indiana, Louisiana, Maryland, Massachusetts, New Hampshire, New Mexico, New Jersey, New York, North Carolina, Oregon, Pennsylvania, Texas, Vermont, Washington, and West Virginia offer relief to patients for out-of-network charges at in-network facilities.

⁴ Includes 2019 notice and payroll deduction requirements.

Benefits Renewal Timeline for City & Borough of Wrangell July 01, 2020

Pre-Renewal

Action	Responsibility	Due Week of	Date Completed
Request Employee Census	USI	03/03/2020	03/11/2020
Receive Employee Census	City & Borough of Wrangell / USI	03/17/2020	03/13/2020
Pre-Renewal Meeting	City & Borough of Wrangell / USI	03/10/2020	02/12/2020

Marketing

Action	Responsibility	Due Week of	Date Completed
Carrier Renewals Due	Carriers / USI	03/30/2020	04/08/2020
Request for Proposal Sent to Market*	USI	03/30/2020	03/13/2020
Proposals Received from Market*	USI	04/13/2020	N/A
Renewal / Analysis Meeting	City & Borough of Wrangell / USI	04/20/2020	04/21/2020

Implementation

Action	Responsibility	Due Week of	Date Completed
Carrier/Benefit Decisions Due	City & Borough of Wrangell	05/04/2020	
Enrollment Material	USI	05/18/2020	
Employee Meetings	USI	05/25/2020	
Open Enrollment Paperwork Complete	City & Borough of Wrangell / USI	06/01/2020	
Enrollment Complete	USI	06/01/2020	

Post-Renewal

Action	Responsibility	Due Week of	Date Completed
Post-Renewal Meeting	City & Borough of Wrangell / USI	08/17/2020	
Population Health Management Strategy	USI	08/17/2020	
Creditable Coverage Reminder	USI	08/17/2020	
Creditable Coverage Notification to CMS	City & Borough of Wrangell / USI	08/29/2020	

*If deemed to be necessary

Summary

Group: 9002382 - CITY & BOROUGH OF WRANGELL - APS (PBC MD MKT FI AK)

Incurred Date: 11/1/2019 - 2/29/2020

Current Formulary(s): Incentive (3-Tier)

	Scenario 1 No Migration			Scenario 2 Assumes Migration to Preferred Alternatives	
Change in Scripts					
	Current	Essentials	Variance	Essentials w/ Migration	Var w/ Migration
Formulary	234	234	0	236	2
Non-Formulary	21	17	-4	17	-4
Exclusion List	0	4	4	3	3
All Scripts	255	255	0	255	0
Total Covered Scripts	255	251	-4	252	-3
Estimated Change in Costs					
	Current	Essentials	Variance	Essentials w/ Migration	Var w/ Migration
Gross Cost	\$50,228	\$49,054	-\$1,175	\$49,410	-\$818
Member Cost					
Covered Drugs	\$6,735	\$5,606	-\$1,129	\$5,660	-\$1,076
Excluded Drugs	\$0	\$1,175	\$1,175	\$764	\$764
Member Total Cost	\$6,735	\$6,781	\$46	\$6,423	-\$312
Claims Cost	\$43,493	\$43,447	-\$46	\$43,750	\$257
	Estimated Percent Impact to Claims Cost:		-0.1%		0.6%
	Annualized Claims Cost Impact:		-\$138		\$772
Number of Impacted Members:			0 - 10		
% of Members Impacted:			<10%		

Notes:

1 - For simplicity, plan cost estimates ignore impacts of deductibles and out-of-pocket maximums.

2 - Simple extrapolation to 12 months.

3 - Essentials formulary and exclusion list effective 1/1/2020.

2020 Essentials Drug List

The Essentials Drug List keeps your pharmacy costs as low as possible by focusing on high-value drugs that are approved by the U.S. Food and Drug Administration (FDA). As a result, some drugs are not covered by the pharmacy plan. These include:

- Low-value, high-cost drugs
- Drugs with lower-cost, over-the-counter alternatives
- Drugs not approved by the FDA
- Drugs sold at inflated prices

All excluded drugs have a therapeutic alternative. Talk with your doctor about what is right for you. In some cases, a non-prescription, over-the-counter (OTC) form of the drug may be a good choice. Please note that OTC drugs are not covered.

This list is subject to change.

If your drug is not on this list, search for it at **premera.com**:

- Under Pharmacy, select Rx Search
- In **Drug list to search** field:
 - Choose E1 if you have a high deductible health plan
 - Choose E4 if you have a PPO plan
- Search for your drug
- Find your dosage, on the Results page
- If EX appears in the Status column next to your drug, the drug is excluded. Consult your doctor or pharmacist to find an alternative drug that is covered by your plan.

2020 Essentials Drug List

Drug Class	Excluded Medications	Preferred Alternatives
Acne	Absorica, Acanya, Aczone, Adapalene, Adapalene-Benzoyl Peroxide, Aktipak, Altreno, Azelex, Benzaclin, Benzefoam, Clindacin Etz, Clindacin P, Clindagel, Differin, Duac, Epiduo, Evoclin, Fabior, Metrogel, Neuac, Noritate, Onexton, Plixda, Retin-A Micro Pump, Rhofade, Rosadan, Tazorac, Tretinoin Microsphere, Tretin-X, Veltin, Ziana	Amnesteem, Azelaic Acid, Benzoyl Peroxide, Claravis, Clindamycin, Clindamycin Phos/Benzoyl Perox, Clindamycin Phosphate, Clindamycin/Tretinoin, Clindamycin-Benzoyl Peroxide, Erythromycin, Erythromycin-Benzoyl Peroxide, Metronidazole, Minocycline, Mirvaso, Myorisan, Tretinoin, Zenatane
Antibiotics and Antifungal Agents	Acticlate, Avidoxy, Benzodox Coremino, Daxbia, Doryx, Doxycycline Hyclate, Doxycycline IR-DR, Eryped, Krintafel, Minocin, Minolira Mondoxyne, Monodox, Morgidox, Okebo, Oracea, Oravig, PCE, Seysara, Solodyn, Targadox, Tobo Podhaler, Tolsura, Vibramycin, Ximino	Doxycycline, Itraconazole, Mefloquine, Miconazole, Minocycline, Tetracycline, Tobramycin (inhaled)
Anticoagulants	Bevyxxa, Pradaxa, Savaysa	Eliquis, Warfarin, Xarelto
Antihistamines	Arbinox, Carbinoxamine, Clarinex, Clemastine Fumarate, Fexofenadine HCl, Karbinal ER, Ryclora, Ryvent, Semprex-D, Xyzal	Cetirizine (Most generic antihistamines can be purchased over the counter at low prices)
Antivirals	Baraclude, Daklinza, Olysio, Sitavig, Atripla, Delstrigo, Pifeltro	Acyclovir, Biktarvy, Entecavir, Epclusa, Harvoni, Mavyret, Symfi
Asthma and COPD, Beta-Agonists	Brovana, Levalbuterol, Proventil, Striverdi, Xopenex	ProAir, Serevent, Ventolin
Asthma and COPD, Inhaled Corticosteroids	Alvesco	Arnuty, Asmanex, Pulmicort
Asthma and COPD, Miscellaneous	Zyflo CR	Montelukast
Cancer	Sandostatin LAR Depot, Signifor LAR, Siklos, Vizimpro, Xatmep	Hydroxyurea, Iressa, Methotrexate, Octreotide, Tagrisso, Tarceva
Cardiovascular	Edarbi, Edarbyclor, Hemangeol, Innopran Kapspargo Sprinkle, Katerzia, Metoprolol Succinate	Candesartan, Irbesartan, Losartan, Propranolol, Valsartan
Cholesterol Lowering	Altprev, Cholestyramine, Ezallor Sprinkle, Flolipid, Livalo, Vascepa, Zypitamag	Atorvastatin, Cholestyramine, Lovastatin, Rosuvastatin, Simvastatin
Corticosteroids, Topical	Ala-Cort, Apexicon E, Aqua Glycolic HC, Beser Kit, Bryhali, Capex Shampoo, Clobex, Clodortolone Pivalate, Clodan, Cloderm, Cordran, Dermacinrx Silapak, Dermacinrx Silazone, Derasorb HC, Derasorb TA, Dermawerx SDS, Dermazone, Desonate, Desoximetasona, Diflorasone Diacetate, Duobrii, Ellzia Pak, Flurandrenolide, Halobetasol Propionate, Halog, Impoyz, Locoid Lipocream, Luxiq, Nolix, Noxipak, Nutriarx, Olux, Olux-E, Pandel, Pediaderm HC, Sanadermr, Scalacort DK, Sernivo, Silalite Pak, Silazone-LI, Sure Result Tac Pak, Synalar TS, Triamcinolone Acetonide, Trianex, Triderm, Tri-Sila, Ultravate X, Verdeso, Whytederm Tdpak, Whytederm Trilasil Pak, Xilapak	Betamethasone Dipropionate, Betamethasone Valerate, Clobetasol Propionate, Fluocinolone Acetonide, Fluocinonide, Fluticasone Propionate, Halobetasol Propionate, Hydrocortisone, Triamcinolone Acetonide
Diabetes, Insulins	Admelog, Afrezza, Apidra, Humalog, Humulin, Insulin Lispro	Lantus, Levemir, Novolin, Novolog, Tresiba, Toujeo

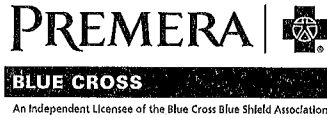
Drug Class	Excluded Medications	Preferred Alternatives
Diabetes, Non-Insulins	Adlyxin, Alogliptin, Alogliptin-Metformin, Alogliptin-Pioglitazone, Dm2, Fortamet, Glumetza, Glyxambi, Jentadueto, Kazano, Metformin Hcl ER (generic versions of Fortamet and Glumetza), Nesina, Oseni, Tanzeum, Tradjenta, Trulicity, Victoza	Bydureon, Empagliflozin, Exenatide, Janumet, Januvia, Kombiglyze XR, Metformin, Metformin Hcl ER (generic version of Glucophage XR), Onglyza, Ozempic, Sitagliptin, Trulicity, Victoza
Ear/Eye	Acuvail, Alocril, Alomide, Cetraxal Emadine, Flarex, Fml Forte, Fml S.O.P., Maxidex, Nevanac, Pred Mild, Vyzulta, Zioptan	Bromfenac Sodium, Ciprofloxacin otic, Cromolyn, Dexamethasone, Diclofenac Sodium, Epinastine HCl, Latanoprost, Lumigan, Olopatadine HCl, Prednisolone, Travatan Z, Travoprost
Epinephrine	Adyphren, Auvi-Q, Epinephrinesnap, Episnap	Epinephrine (generic of EpiPen)
Gastrointestinal Agents, Miscellaneous	Akynzeo, Ana-Lex, Analpram, Bonjesta, Cortifoam, Dipentum, Giazio, Kristalose, Sancuso, Trulance, Zuplenz, Zypram	Aprepitant, Doxylamine Succinate, Granisetron HCl, Hydrocortisone, Lactulose, Mesalamine
Growth Hormones	Humatrope, Norditropin, Nutropin AQ, Nuspin, Saizen, Zomacton	Genotropin, Omnitrope, Serostim
H2 Antagonists	All branded agents, Cimetidine, Nizatidine	Famotidine, Ranitidine (generics of all H2 antagonists are available over the counter)
Headache	Ergomar, Migranow, Onzetra Xsail, Sumatriptan-Naproxen, Sumavel Dosepro, Treximet, Zembrace Symtouch, Zomig	Almotriptan Malate, Eletriptan, Ergotamine Tartrate, Frovatriptan, Sumatriptan, Sumatriptan, Sumatriptan Succinate
Hormones, Androgen	Aveed, First-Testosterone, Methitest, Natesto, Testone Cik, Vogelxo, Xyosted	Angrogel, Methyltestosterone, Testosterone
Hormones, Estrogens and Progestins	Bijuva, EstroGel, Femring, Climara Pro	Divigel, Estradiol, Estradiol/Norethindrone, Combipatch
Hormones, Miscellaneous	Arze-Ject-A, Beta 1, Betaloan Suik, DermacinRx Cinlone-I Cpi, Dexonto, Dmt Suik, Doubledex, Dxevo, Emflaza, Mas Care-Pak, Medroloan Suik, Noctiva, P-Care, Pod-Care, Pro-C-Dure 5, Pro-C-Dure 6, Rayos, Readysharp (all), Taperdex, Tirosint, Triloan Suik	Desmopressin, Dexamethasone, Dexamethasone, Dexamethasone Sodium Phosphate, Levothyroxine Sodium, Prednisone, Triamcinolone Acetonide
Nasal Corticosteroids	Beconase AQ, Budesonide, Dymista, Flunisolide, Mometasone Furoate, Nasonex, Omnaris, Qnasl, Ticalast, Ticanase, Ticaspray, Veramyst, Xhance, Zetonna	Flonase (Flonase and some other products are available over the counter)
Neurologic Agents, Miscellaneous	Abilify MyCite, Amrix, Aubagio, Brisdelle, Comfort-Pak, Cyclotens, Diastat, Extavia, Horizant, Ingrezza, Lyrica SmartRx Gabakit, Norgesic Forte	Aripiprazole, Betaseron, Cyclobenzaprine, Diazepam, Gabapentin, Gilenya, Orphenadrine/Aspirin/Caffeine, Paroxetine, Pregabalin
Pain, Narcotics and Narcotic Combination Products	Abstral, Acetaminophen W/Butalbital, Allzital, Apadaz, Benzhydrocodone-Acetaminophen, Butalbital W/Acetaminophen, Embeda, Fentanyl Citrate, Fentora, Lazanda, Levorphanol Tartrate, Margesic, Mitigo, Opana, Opana Er, Subsys, Vanatol LQ, Vanatol S, Zebutal	Acetaminophen W/Codeine, Butalbital/APAP/Caffeine, Fentanyl, Fentanyl Lozenge, Hydrocodone/Acetaminophen, Hydromorphone, Morphine Sulfate, Oxycodone, Oxymorphone
Narcotic Antagonists	Evzio, Lucemyra, Zubsolv	Buprenorphine/Naloxone, Clonidine, Naloxone
Osteoporosis	Evenity	Alendronate, Risedronate, Zoledronic acid

Drug Class	Excluded Medications	Preferred Alternatives
Pain, Nonsteroidal Anti-inflammatory Agents (NSAIDs)	Cambia, Capsfenac, Capxib, Comfort Pac-Ibuprofen, Comfort Pac-Meloxicam, Comfort Pac-Naproxen, Dermacinrx Lexitral, Diclo Gel, Diclofenac Epolamine, Diclofex, Diclofono, Diclopak, Diclopr, Diclosaicin, Diclotral, Diclozor, Dithol, Duexis, Feldene, Fenoprofen Calcium, Fenortho, Flector, Flexipak, Frotek, Indocin, Inflammacin, Inflamma-K, Lexixryl, Lidoxib, Nalfon, Naprelan, Naproxen Sodium Er, Nudiclo, Nudroxipak, Pennsaid, PrevidolRx Plus Analgesic Pak, Qmilz ODT, Readysharp Ketorolac, Sprix, Tivorbex, Toronova Suik, Vimovo, Vivlodex, Vopac MDS, Xelital, Xenaflamm, Xrylix, Zipsor, Zorvolex	Celecoxib, Diclofenac, Ibuprofen, Ketoprofen, Meloxicam
Pancreatic Enzymes	Pancreaze, Pertzye, Viokace	Creon, Zenpep
Parkinson's	Gocovri, Neupro, Osmolex ER, Rytary, Xadago	Amantadine, Carbidopa/Levodopa, Selegiline
Proton Pump Inhibitors (PPI)	Aciphex, Dexilant, Esomep-Ezs, Esomeprazole Magnesium, Esomeprazole Strontium, First-Lansoprazole, First-Omeprazole, Lansoprazole, Nexium Rx, Omeppi, Omeprazole-Sodium Bicarbonate, Prevacid Rx, Prilosec Rx, Rabeprazole Sodium	Omeprazole, Pantoprazole (generic versions of omeprazole, lansoprazole and esomeprazole are available over the counter at favorable prices)
Psoriasis	Calcipotriene-Betamethasone, Enstilar, Mezparox-HC, Myorisan, Ovace Plus, Siliq, Sorilux, Taltz, Tretinoin, Zenatane, Zithranol	Calcipotriene, Calcipotriene-Betamethasone DP, Calcitriol, Cosentyx, Hydrocortisone, Selenium Sulfide, Selenium Sulfide, Sodium Sulfacetamide/Sulfur
Rheumatoid Arthritis	Kineret	Actemra, Enbrel, Humira, Xeljanz
Topical Anesthetics	Accucaine, Adazin, Agoneaze, Anacaine, Anastia, Anodyne, Aprizio Pak, Astero, Cidaleaze, D-Care 100x, DermacinRx, Dermazyl, Dolotranz, Dynamic, Kamdoy, Ldo Plus, Leva Set, Lido-K, Lidopac, Lidopin, Lidopril, Lido-Prilo Caine Pack, Lidopure Patch, LidoRx, Lido-Sorb, Lidotral, Lidotrans 5 Pak, Lidotrex, Lidozion, Lidtopic Max, Liprozonepak, Livixil Pak, LP Lite Pak, Marvona Suik, Medolor Pak, Mentho-Caine, Neurcaine, Numbonex, Nuvakaan, P-Care Mg, Prikaan, Prikaan Lite, Prilolid, Prilovix, Prilovix Lite, Prizotral, Readysharp Bupivacaine, Readysharp Lidocaine, RegeneCare, Relador Pak, Relador Pak Plus, Solupak, Synera, Synvexia TC, Vexasyn, Wound Debridement-Lidocaine, WPR Plus, Xryliderm, Zeyocaine, Zilacaine Patch, Ztlido	Lidocaine, Lidocaine-Prilocaine
Topical Antibiotics, Antifungals and Antivirals	Alcortin A, Aloquin, Centany, Derasorb AF, Hydrocortisone-Iodoquinol-Aloe, Iodoquinol-Hydrocortisone-Aloe, Neo-Synalar, Vytone, Ala-Quin, Ciclodan, Ciclopirox, CNL 8, DermacinRx Therazole Pak, Ecoza, Ertaczo, Exelderm, Extina, Jublia, Kerydin, Ketoconazole, Loprox, Luliconazole, Luzu, Miconazole-Zinc Oxide-Petroltm, Naftin, Nyata, Oxiconazole Nitrate, Oxistat, Vusion, Xolegel, Denavir, Xerese	Acyclovir, Ciclopirox, Clotrimazole, Hydrocortisone, Hydrocortisone/Iodoquinol, Ketoconazole, Miconazole, Mupirocin, Neomycin/Fluocinolone, Nystatin, Terbinafine

Drug Class	Excluded Medications	Preferred Alternatives
Topicals, Miscellaneous	Carac, Condyllox, DermacinRx (all), Dermawerx Surgical Plus Pak, Diclovix, Doxepin Hcl, Eskata, Fluoroplex, Fluorouracil, Imiquimod, Neuraptine, Nusurgepak, Picato, Rynoderma, Scar, Trixyltral, Urea, Ure-K, Urevaz, Veregen, Zonalon, Zyclara	Betamethasone Dipropionate, Chlorhexidine Gluconate, Diclofenac Sodium, Fluorouracil, Gabapentin, Hydrogen Peroxide, Imiquimod, Mupirocin, Podofilox, Triamcinolone Acetonide, Urea
Urology Agents	Gelnique, Myrbetriq, Oxytrol, Toviaz	Oxybutynin, Tolterodine, Trosipium
Vitamins and Minerals	Azesco, B-12 Compliance, B-12 Kit, Cadeau DHA, Ciferex, DermacinRx Purefolix, Durachol, Folixapure, Foltrate, Mebolix, Nascobal, Neurin-SL, Noxifol-D3, Ob Complete, Ob Complete Gold, Ob Complete One, Ob Complete Petite, Ob Complete Premier, Omnivex, Ortho D, Ortho DF, Physicians EZ Use B-12, Revesta, Roxifol-D, TL Gard Rx, Vinate DHA Rf, Virt-Gard, Zavara, Zolate, Zyvit	Generic equivalents of these products

Excluded Multisource Brand Products (use generic versions)

ACTIQ	CRESTOR	GLUCOPHAGE XR	NUVIGIL	TRIBENZOR
ADCIRCA	CUPRIMINE	GLUCOTROL	ORTHO TRI-CYCLEN	TRICOR
ADDERALL	CYMBALTA	GLUCOTROL XL	ORTHO TRI-CYCLEN LO	TRILEPTAL
AMBIEN	CYTOMEL	HYZAAR	PATADAY	ULTRAVATE
AMBIEN CR	D.H.E.45	IMITREX	PERCOCET	UROXATRAL
AMERGE	DELZICOL	INDERAL LA	PLAQUENIL	VAGIFEM
AMPYRA	DETROL	INTUNIV	PLAVIX	VALIUM
ANALPRAM E	DETROL LA	ISTALOL	PRAVACHOL	VALTREX
ANDROGEL	DIOVAN	KEPPRA	PREVPAC	VECTICAL
ANDROID	DIOVAN HCT	KEPPRA XR	PRISTIQ	VESICARE
ANUSOL-HC	DURAGESIC	LAMICTAL	PRODRIN	VIBRAMYCIN
ARIMIDEX	EFFEXOR XR	LAMICTAL ODT	PROTONIX	VIVELLE-DOT
ASACOL HD	ELIDEL	LAMICTAL XR	PROVIGIL	VOGELXO
ATACAND	EMEND	LEXAPRO	PROZAC	VYTORIN
ATACAND HCT	ERYPED	LIBRAX	PSORCON	WELLCHOL
AVALIDE	ESGIC	LIDODERM	RAPAFLO	WELLBUTRIN SR
AVAPRO	EXFORGE	LIPITOR	RELPAK	XALATAN
AVODART	EXFORGE HCT	LOESTRIN	RENAGEL	XANAX
AXERT	EXJADE	LOESTRIN FE	RETIN-A MICRO	XANAX XR
AZOR	FEXMID	LOTREL	ROXICODONE	XENAZINE
BARACLUDE	FIORICET	LOVENOX	SEROQUEL	YOSPRALA
BENICAR	FIORICET W/ CODEINE	LUNESTA	SEROQUEL XR	ZAVESCA
BENICAR HCT	FIORINAL	LYRICA	SINGULAIR	ZEGERID RX
BUPAP	FIORINAL W/CODEINE	MAXALT	STRATTERA	ZETIA
BUTRANS	FML	MAXALT MLT	SYNALAR	ZOCOR
CAFERGOT	FOCALIN	MICARDIS	TACLONEX	ZOLOFT
CAROSPIR	FOCALIN XR	MICARDIS HCT	TESTIM	ZOMIG
CELEBREX	FOLGARD RX	MIGRANAL	TESTRED	ZOMIG ZMT
CELEXA	FORTESTA	MINOCIN	TIKOSYN	ZONALON
COLAZAL	FOSRENOL	NALFON	TIMOPTIC	ZONEGRAN
CONDYLOX	FROVA	NAMENDA XR	TIMOPTIC-XE	ZYTIGA
CORDRAN	GANIRELIX ACETATE	NEURONTIN	TOBI	
COREG	BRAND	NIVA-FOL	TOPAMAX	
COSOPT	GLEEVEC	NORCO	TOPICORT	
COZAAR	GLUCOPHAGE	NORVASC	TREXIMET	



Discrimination is Against the Law

Premera Blue Cross complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. Premera does not exclude people or treat them differently because of race, color, national origin, age, disability or sex.

Premera:

- Provides free aids and services to people with disabilities to communicate effectively with us, such as:
 - Qualified sign language interpreters
 - Written information in other formats (large print, audio, accessible electronic formats, other formats)
- Provides free language services to people whose primary language is not English, such as:
 - Qualified interpreters
 - Information written in other languages

If you need these services, contact the Civil Rights Coordinator.

If you believe that Premera has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with:
Civil Rights Coordinator - Complaints and Appeals
PO Box 91102, Seattle, WA 98111
Toll free 855-332-4535, Fax 425-918-5592, TTY 800-842-5357
Email AppealsDepartmentInquiries@Premera.com

You can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, the Civil Rights Coordinator is available to help you.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at: U.S. Department of Health and Human Services
200 Independence Avenue SW, Room 509F, HHH Building
Washington, D.C. 20201, 1-800-368-1019, 800-537-7697 (TDD)
Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.

Getting Help in Other Languages

This Notice has Important Information. This notice may have important information about your application or coverage through Premera Blue Cross. There may be key dates in this notice. You may need to take action by certain deadlines to keep your health coverage or help with costs. You have the right to get this information and help in your language at no cost. Call 800-722-1471 (TTY: 800-842-5357).

አማርኛ (Amharic):

ይህ ማስታወቂያ አስፈላጊ መረጃ ይዟል። ይህ ማስታወቂያ ስለ ማመልከቻዎ ወይም የ Premera Blue Cross ሽፋን አስፈላጊ መረጃ ሊኖረው ይችላል። በዚህ ማስታወቂያ ውስጥ ቀልፍ ቀኖች ሊኖሩ ይችላሉ። የጤናን ሽፋንዎን ለመጠበቅና በአስፈላጊ እርዳታ ለማግኘት በተወሰኑ የጊዜ ገደቦች እርምጃ መውሰድ ይገባዎት ይሆናል። ይህን መረጃ እንዲያገኙ እና ያለምንም ከፍተኛ በቋንቋዎ እርዳታ እንዲያገኙ መብት አለዎት። በስልክ ቁጥር 800-722-1471 (TTY: 800-842-5357) ይያውሉ።

العربية (Arabic):

يحتوي هذا الإشعار معلومات هامة. قد يحتوي هذا الإشعار على معلومات مهمة بخصوص طلبك أو التغطية التي تريد الحصول عليها من خلال Premera Blue Cross. قد تكون هناك تواريخ مهمة في هذا الإشعار. وقد تحتاج لاتخاذ إجراء في تواريخ معينة للحفاظ على تطبيقك الصحية أو للمساعدة في دفع التكاليف. يحق لك الحصول على هذه المعلومات والمساعدة بلغتك دون تكبد أية تكلفة. اتصل بـ 800-722-1471 (TTY: 800-842-5357)

中文 (Chinese):

本通知有重要的訊息。本通知可能有關於您透過 Premera Blue Cross 提交的申請或保險的重要訊息。本通知內可能有重要日期。您可能需要在截止日期之前採取行動，以保留您的健康保險或者費用補貼。您有權利免費以您的母語得到本訊息和幫助。請撥電話 800-722-1471 (TTY: 800-842-5357)。

Oromoo (Cushite):

Beeksisi kun odeeffannoo barbaachisaa qaba. Beeksisi kun sagantaa yookan karaa Premera Blue Cross tiin tajaajila keessan ilaalchisee odeeffannoo barbaachisaa qabaachuu danda'a. Guyyaawwan murteessaa ta'an beeksisa kana keessatti ilaalaa. Tarii kaffaltiidaan deeggaramuuf yookan tajaajila fayyaa keessaniif guyyaa dhumaa irratti wanti raawwattan jiraachuu danda'a. Kaffaltii irraa bilisa haala ta'een afaan keessaniin odeeffannoo argachuu fi deeggarsa argachuuf mirga ni qabaattu. Lakkoofsa bilbilaa 800-722-1471 (TTY: 800-842-5357) ti bilbilaa.

Français (French):

Cet avis a d'importantes informations. Cet avis peut avoir d'importantes informations sur votre demande ou la couverture par l'intermédiaire de Premera Blue Cross. Le présent avis peut contenir des dates clés. Vous devrez peut-être prendre des mesures par certains délais pour maintenir votre couverture de santé ou d'aide avec les coûts. Vous avez le droit d'obtenir cette information et de l'aide dans votre langue à aucun coût. Appelez le 800-722-1471 (TTY: 800-842-5357).

Kreyòl ayisyen (Creole):

Avi sila a gen Enfòmasyon Enpòtan ladann. Avi sila a kapab genyen enfòmasyon enpòtan konsènan aplikasyon w lan oswa konsènan kouvèti asirans lan atravè Premera Blue Cross. Kapab genyen dat ki enpòtan nan avi sila a. Ou ka gen pou pran kèk aksyon avan sèten dat limit pou ka kenbe kouvèti asirans sante w la oswa pou yo ka ede w avèk depans yo. Se dwa w pou resevwa enfòmasyon sa a ak asistans nan lang ou pale a, san ou pa gen pou peye pou sa. Rele nan 800-722-1471 (TTY: 800-842-5357).

Deutsche (German):

Diese Benachrichtigung enthält wichtige Informationen. Diese Benachrichtigung enthält unter Umständen wichtige Informationen bezüglich Ihres Antrags auf Krankenversicherungsschutz durch Premera Blue Cross. Suchen Sie nach eventuellen wichtigen Terminen in dieser Benachrichtigung. Sie könnten bis zu bestimmten Stichtagen handeln müssen, um Ihren Krankenversicherungsschutz oder Hilfe mit den Kosten zu behalten. Sie haben das Recht, kostenlose Hilfe und Informationen in Ihrer Sprache zu erhalten. Rufen Sie an unter 800-722-1471 (TTY: 800-842-5357).

Hmoob (Hmong):

Tsab ntawv tshaj xo no muaj cov ntshiab lus tseem ceeb. Tej zaum tsab ntawv tshaj xo no muaj cov ntshiab lus tseem ceeb txog koj daim ntawv thov kev pab los yog koj qhov kev pab cuam los ntawm Premera Blue Cross. Tej zaum muaj cov hnub tseem ceeb uas sau rau hauv daim ntawv no. Tej zaum koj kuj yuav tau ua qee yam uas pab kom koj ua tsis pub dhau cov caij nyooq uas teev tseg rau hauv daim ntawv no mas koj thiaj yuav tau txais kev pab cuam kho mob los yog kev pab them tej nqi kho mob ntawd. Koj muaj cai kom lawv muab cov ntshiab lus no uas tau muab sau ua koj hom lus pub dawb rau koj. Hu rau 800-722-1471 (TTY: 800-842-5357).

Iloko (Ilocano):

Daytoy a Pakdaar ket naglaon iti Napateg nga Impormasion. Daytoy a pakdaar mabalin nga adda ket naglaon iti napateg nga impormasion maipanggep iti aplikasyonyo wenno coverage babaen iti Premera Blue Cross. Daytoy ket mabalin dagiti importante a petsa iti daytoy a pakdaar. Mabalin nga adda rumbeng nga aramidanyo nga addang sakbay dagiti partikular a naituding nga aldaw tapno mapagtalinaedyo ti coverage ti salun-atyo wenno tulong kadagiti gastos. Adda karbenganyo a mangala iti daytoy nga impormasion ken tulong iti bukodyo a pagsasao nga avan ti bayadanyo. Tumawag iti numero nga 800-722-1471 (TTY: 800-842-5357).

Italiano (Italian):

Questo avviso contiene informazioni importanti. Questo avviso può contenere informazioni importanti sulla tua domanda o copertura attraverso Premera Blue Cross. Potrebbero esserci date chiave in questo avviso. Potrebbe essere necessario un tuo intervento entro una scadenza determinata per consentirti di mantenere la tua copertura o sovvenzione. Hai il diritto di ottenere queste informazioni e assistenza nella tua lingua gratuitamente. Chiama 800-722-1471 (TTY: 800-842-5357).

日本語 (Japanese):

この通知には重要な情報が含まれています。この通知には、Premera Blue Crossの申請または補償範囲に関する重要な情報が含まれている場合があります。この通知に記載されている可能性がある重要な日付をご確認ください。健康保険や有料サポートを維持するには、特定の期日までに行動を取らなければならない場合があります。ご希望の言語による情報とサポートが無料で提供されます。800-722-1471 (TTY: 800-842-5357)までお電話ください。

한국어 (Korean):

본 통지서에는 중요한 정보가 들어 있습니다. 즉 이 통지서는 귀하의 신청에 관하여 그리고 Premera Blue Cross를 통한 커버리지에 관한 정보를 포함하고 있을 수 있습니다. 본 통지서에는 핵심이 되는 날짜들이 있을 수 있습니다. 귀하의 귀하의 건강 커버리지를 계속 유지하거나 비용을 절감하기 위해서 일정한 마감일까지 조치를 취해야 할 필요가 있을 수 있습니다. 귀하의 이러한 정보와 도움을 귀하의 언어로 비용 부담없이 얻을 수 있는 권리가 있습니다. 800-722-1471 (TTY: 800-842-5357)로 전화하십시오.

ລາວ (Lao):

ແຈ້ງການນີ້ມີຂໍ້ມູນສໍາຄັນ. ແຈ້ງການນີ້ອາດຈະມີຂໍ້ມູນສໍາຄັນກ່ຽວກັບຄໍາຮ້ອງສະໝັກ ຫຼື ຄວາມຄຸ້ມຄອງປະກັນໄພຂອງທ່ານຜ່ານ Premera Blue Cross. ອາດຈະມີວັນທີສໍາຄັນໃນແຈ້ງການນີ້. ທ່ານອາດຈະຈຳເປັນຕ້ອງດໍາເນີນການຕາມກຳນົດ ຄວາມສະເພາະເພື່ອຮັກສາຄວາມຄຸ້ມຄອງປະກັນສະເພາະ ຫຼື ຄວາມຊ່ວຍເຫຼືອເລື່ອງຄ່າໃຊ້ຈ່າຍຂອງທ່ານໄດ້. ທ່ານມີສິດໄດ້ຮັບຂໍ້ມູນນີ້ ແລະ ຄວາມຊ່ວຍເຫຼືອເປັນພາສາຂອງທ່ານໂດຍບໍ່ເສຍຄ່າ. ໃຫ້ໃຫ້ຫາ 800-722-1471 (TTY: 800-842-5357).

ភាសាខ្មែរ (Khmer):

សេចក្តីជូនដំណឹងនេះមានព័ត៌មានយ៉ាងសំខាន់។ សេចក្តីជូនដំណឹងនេះប្រហែលជាមានព័ត៌មានយ៉ាងសំខាន់អំពីរបៀបបែបបទ ឬការរៀបចំរបស់អ្នកកាមរយៈ Premera Blue Cross ។ ប្រហែលជាមាន កាលបរិច្ឆេទសំខាន់នៅក្នុងសេចក្តីជូនដំណឹងនេះ។ អ្នកប្រហែលជាត្រូវការបញ្ចេញសមត្ថភាព ដល់កំណត់ថ្លៃជាក់លាក់សំខាន់ ដើម្បីនឹងរក្សាទុកការគាំទ្ររបស់អ្នកកាមរយៈ ឬប្រាក់ជំនួយចេញផ្សែ។ អ្នកមានសិទ្ធិទទួលព័ត៌មាននេះ និងជំនួយនៅក្នុងភាសារបស់អ្នកដោយមិនអស់លុយឡើយ។ សូមទូរស័ព្ទ 800-722-1471 (TTY: 800-842-5357)។

ਪੰਜਾਬੀ (Punjabi):

ਇਸ ਨੋਟਿਸ ਵਿਚ ਖਾਸ ਜਾਣਕਾਰੀ ਹੈ। ਇਸ ਨੋਟਿਸ ਵਿਚ Premera Blue Cross ਵਲੋਂ ਤੁਹਾਡੀ ਕਵਰੇਜ ਅਤੇ ਅਰਜੀ 'ਚਾਰੇ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੋ ਸਕਦੀ ਹੈ। ਇਸ ਨੋਟਿਸ ਵਿਚ ਖਾਸ ਤਾਰੀਖਾਂ ਹੋ ਸਕਦੀਆਂ ਹਨ। ਜੇਕਰ ਤੁਸੀਂ ਜਸਰਤ ਕਵਰੇਜ ਖਿੱਚਦੀ ਹੋਵੋ ਜਾਂ ਓਸ ਦੀ ਲਾਗਤ ਜਵਿੱਚ ਮਦਦ ਦੇ ਇਕੱਠ ਹੋ ਤਾਂ ਤੁਹਾਨੂੰ ਅੰਤਮ ਤਾਰੀਖ ਤੋਂ ਪਹਿਲਾਂ ਭੁੱਝ ਖਾਸ ਕਰਮ ਚੁੱਕਣ ਦੀ ਲੋੜ ਹੋ ਸਕਦੀ ਹੈ। ਤੁਹਾਨੂੰ ਮੁੜ ਵਿੱਚ ਤੇ ਅਪਣੀ ਭਾਸ਼ਾ ਵਿੱਚ ਜਾਣਕਾਰੀ ਅਤੇ ਮਦਦ ਪ੍ਰਾਪਤ ਕਰਨ ਦਾ ਅਧਿਕਾਰ ਹੈ, ਕਾਲ 800-722-1471 (TTY: 800-842-5357)।

فارسی (Farsi):

این اعلامیه حاوی اطلاعات مهم میباشد. این اعلامیه ممکن است حاوی اطلاعات مهم درباره فرم تقاضا و یا پوشش بیمه ای شما از طریق Premera Blue Cross باشد. به تاریخ های مهم در این اعلامیه توجه نمایید. شما ممکن است برای حفظ پوشش بیمه تان یا کمک در پرداخت هزینه های درمانی تان، به تاریخ های مشخصی برای انجام کارهای خاصی احتیاج داشته باشید. شما حق این را دارید که این اطلاعات و کمک را به زبان خود به طور رایگان دریافت نمایید. برای کسب اطلاعات یا شماره 800-722-1471 (کاربران TTY تماس با شماره 800-842-5357) تماس بگیرید.

Polskie (Polish):

To ogłoszenie może zawierać ważne informacje. To ogłoszenie może zawierać ważne informacje o Państwa wniosku lub zakresie świadczeń poprzez Premera Blue Cross. Prosimy zwrócić uwagę na kluczowe daty, które mogą być zawarte w tym ogłoszeniu aby nie przekroczyć terminów w przypadku utrzymania polisy ubezpieczeniowej lub pomocy związanej z kosztami. Macie Państwo prawo do bezpłatnej informacji we własnym języku. Zadzwońcie pod 800-722-1471 (TTY: 800-842-5357).

Português (Portuguese):

Este aviso contém informações importantes. Este aviso poderá conter informações importantes a respeito de sua aplicação ou cobertura por meio do Premera Blue Cross. Poderão existir datas importantes neste aviso. Talvez seja necessário que você tome providências dentro de determinados prazos para manter sua cobertura de saúde ou ajuda de custos. Você tem o direito de obter esta informação e ajuda em seu idioma e sem custos. Ligue para 800-722-1471 (TTY: 800-842-5357).

Română (Romanian):

Prezenta notificare conține informații importante. Această notificare poate conține informații importante privind cererea sau acoperirea asigurării dumneavoastră de sănătate prin Premera Blue Cross. Pot exista date cheie în această notificare. Este posibil să fie nevoie să acționați până la anumite termene limită pentru a vă menține acoperirea asigurării de sănătate sau asistența privitoare la costuri. Aveți dreptul de a obține gratuit aceste informații și ajutor în limba dumneavoastră. Sunați la 800-722-1471 (TTY: 800-842-5357).

Русский (Russian):

Настоящее уведомление содержит важную информацию. Это уведомление может содержать важную информацию о вашем заявлении или страховом покрытии через Premera Blue Cross. В настоящем уведомлении могут быть указаны ключевые даты. Вам, возможно, потребуется принять меры к определенным предельным срокам для сохранения страхового покрытия или помощи с расходами. Вы имеете право на бесплатное получение этой информации и помощь на вашем языке. Звоните по телефону 800-722-1471 (TTY: 800-842-5357).

Fa'asamoa (Samoan):

Atonu ua lai i lenei fa'asilasilaga ni fa'amatalaga e sili ona taua e tatau ona e malamalama i ai. O lenei fa'asilasilaga o se fesoasoani e fa'amatala atili i ai i le tulaga o le polokalame, Premera Blue Cross, ua e tau fia maua atu i ai. Fa'amolemole, ia e iloilu fa'alelei i aso fa'apitoa olo'o iai i lenei fa'asilasilaga taua. Masalo o le'a iai ni feau e tatau ona e faia ao le'i aulia le aso ua ta'ua i lenei fa'asilasilaga ina ia e lai pea ma maua fesoasoani mai ai i le polokalame a le Malo olo'o e lai i ai. Olo'o iai iate oe le aia tatau e maua atu i lenei fa'asilasilaga ma lenei fa'matalaga i legagana e te malamalama i ai aunoa ma se togiga tupe. Vili atu i le telefoni 800-722-1471 (TTY: 800-842-5357).

Español (Spanish):

Este Aviso contiene información importante. Es posible que este aviso contenga información importante acerca de su solicitud o cobertura a través de Premera Blue Cross. Es posible que haya fechas clave en este aviso. Es posible que deba tomar alguna medida antes de determinadas fechas para mantener su cobertura médica o ayuda con los costos. Usted tiene derecho a recibir esta información y ayuda en su idioma sin costo alguno. Llame al 800-722-1471 (TTY: 800-842-5357).

Tagalog (Tagalog):

Ang Paunawa na ito ay naglalaman ng mahalagang impormasyon. Ang paunawa na ito ay maaaring naglalaman ng mahalagang impormasyon tungkol sa iyong aplikasyon o pagsakop sa pamamagitan ng Premera Blue Cross. Maaaring may mga mahalagang petsa dito sa paunawa. Maaaring mangailangan ka na magsagawa ng hakbang sa ilang mga itinakdang panahon upang mapanatili ang iyong pagsakop sa kalusugan o tulong na walang gastos. May karapatan ka na makakuha ng ganitong impormasyon at tulong sa iyong wika ng walang gastos. Tumawag sa 800-722-1471 (TTY: 800-842-5357).

ไทย (Thai):

ประกาศนี้มีข้อมูลสำคัญ ประกาศนี้อาจมีข้อมูลที่สำคัญเกี่ยวกับการสมัครหรือขอเบตนประกันสุขภาพของคุณผ่าน Premera Blue Cross และอาจมีกำหนดการในประกาศนี้ คุณอาจจะต้องดำเนินการภายในกำหนดระยะเวลาที่แน่นอนเพื่อจะรักษาการประกันสุขภาพของคุณหรือการช่วยเหลือที่มีค่าใช้จ่าย คุณมีสิทธิที่จะได้รับข้อมูลและความช่วยเหลือในภาษาของคุณโดยไม่มีค่าใช้จ่าย โทร 800-722-1471 (TTY: 800-842-5357)

Український (Ukrainian):

Це повідомлення містить важливу інформацію. Це повідомлення може містити важливу інформацію про Ваше звернення щодо страховального покриття через Premera Blue Cross. Зверніть увагу на ключові дати, які можуть бути вказані у цьому повідомленні. Існує ймовірність того, що Вам треба буде здійснити певні кроки у конкретні кінцеві строки для того, щоб зберегти Ваше медичне страхування або отримати фінансову допомогу. У Вас є право на отримання цієї інформації та допомоги безкоштовно на Вашій рідній мові. Дзвоніть за номером телефону 800-722-1471 (TTY: 800-842-5357).

Tiếng Việt (Vietnamese):

Thông báo này cung cấp thông tin quan trọng. Thông báo này có thông tin quan trọng về đơn xin tham gia hoặc hợp đồng bảo hiểm của quý vị qua chương trình Premera Blue Cross. Xin xem ngày quan trọng trong thông báo này. Quý vị có thể phải thực hiện theo thông báo đúng trong thời hạn để duy trì bảo hiểm sức khỏe hoặc được trợ giúp thêm về chi phí. Quý vị có quyền biết thông tin này và được trợ giúp bằng ngôn ngữ của mình miễn phí. Xin gọi số 800-722-1471 (TTY: 800-842-5357).

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 19, 2020
	<u>Agenda Section</u>	13

Approval of Property & Liability Insurance Policy Renewal for Plan Year 2020-2021

SUBMITTED BY:

Joyce Mason, Finance Director

FISCAL NOTE:

Expenditure Required: \$390,909.32 Total

FY 20: \$	FY 21: \$390,909.32	FY22: \$
-----------	------------------------	----------

Amount Budgeted:

FY21 \$390,909.32

Account Number(s):

Various Through Departments/Funds

Account Name(s):

Insurance

Unencumbered Balance(s) (prior to expenditure):

\$390,909.32 Combined

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Premium Rate Sheets

RECOMMENDATION MOTION:

Move to Approve the General Liability, Property, Equipment, and Auto Insurance; and the Workers Compensation Insurance from Alaska Public Entity Insurance for Plan Year 2020-2021.

SUMMARY STATEMENT:

The renewals for the general liability insurance, property, equipment and auto coverage and workers compensation rates are presented for Assembly approval. The total for the complete coverage is \$390,909.32. There is an overall increase of 25%.

There are several reasons for these increases:

- The overall property market, for excess coverage in particular, is struggling as a result of significant worldwide catastrophes in the last few years. Property carriers are raising rates across the board, and Alaska and APEI are not able to avoid the general trend.
- Liability rates are increasing due to significant claims for both employment practices and child sexual abuse. Wrangell is not insulated from these exact challenges nor other APEI members (both school districts and municipalities), and the trends in the US, on the west coast in particular, suggest that large jury verdicts are becoming the norm for such situations.
- The COVID-19 pandemic has affected rates in a couple of ways.
 - The investment losses associated with the market decline have resulted in the APEI board decreasing (by about 50%) the amount of excess capital that is distributed to members this year. This capital has traditionally had the effect of both reducing the overall premium targets and providing longevity credits to members, and the decrease in this distribution exacerbates the effect of the underlying premium increases.
 - The risk of exposure and serious illness (or death) resulting from COVID-19 is impacting the WC rates applied to first responders and medical providers, and thus impacts most municipalities.

The costs associated with the COVID19 may be covered by the CARES Act funding which APEI estimates as \$13,338.86

Property Premium Allocation For Buildings and Other Structures

City & Borough of Wrangell

AcctID# 251

Policy Year 2020/2021



Item f.

MAY 26 2024

APEI ID#	Description	Location	City	Structure/Contents Deductible *	Building Value	Contents Value	Docks & Other Value	Total Stated Value	Premium
251-202	Cold Storage Facility	647 Shakes St.	Wrangell	\$25,000 / \$10,000	2,664,500	0	0	2,664,500	\$3,468.98
251-203	Storage Bldg	296 Campbell Dr.	Wrangell	\$25,000 / \$10,000	300,000	0	0	300,000	\$438.59
251-204	Nolan Center (museum)	296 Campbell Dr.	Wrangell	\$25,000 / \$10,000	8,336,500	1,417,800	0	9,754,300	\$14,260.68
251-206	Generator Building #1/2\$500KW Unit	1050 Case Ave. (Block 83 Lot 10)	Wrangell	\$25,000 / \$10,000	130,000	582,000	0	712,000	\$1,040.93
251-207	2000 KW UNIT in building 251-211	1050 Case Ave. (Block 83 Lot 10)	Wrangell	\$25,000 / \$10,000	0	400,000	0	400,000	\$584.79
251-208	2000 KW UNIT in building 251-211	1050 Case Ave. (Block 83 Lot 10)	Wrangell	\$25,000 / \$10,000	0	400,000	0	400,000	\$584.79
251-209	2000 KW UNIT in building 251-211	1050 Case Ave. (Block 83 Lot 10)	Wrangell	\$25,000 / \$10,000	0	400,000	0	400,000	\$584.79
251-211	Generator Building, #2/Main Building	1050 Case Ave. (Block 83 Lot 10)	Wrangell	\$25,000 / \$10,000	5,976,400	675,420	0	6,651,820	\$9,724.89
251-212	Public Works, Garage, & Power Offices	1064 Case Ave. (Block 83 Lot 10)	Wrangell	\$25,000 / \$10,000	4,057,300	669,600	0	4,726,900	\$6,910.68
251-213	Sanitation Building (MHF)-Landfill	716 Evergreen Ave.	Wrangell	\$25,000 / \$10,000	1,820,700	11,200	0	1,831,900	\$2,678.22
251-214	Public Safety Building	431 Zimovia Hwy	Wrangell	\$25,000 / \$10,000	9,536,600	1,277,400	0	10,814,000	\$14,079.07
251-215	Dock-Dolphin & Barge	Front St.	Wrangell	\$25,000 / \$10,000	0	0	3,376,000	3,376,000	\$4,436.88
251-216	Shoemaker Bay Fire Substation	5.5 Mile Zimovia Hwy (Lot 6 Block 2 USS 3709)	Wrangell	\$25,000 / \$10,000	947,800	78,300	0	1,026,100	\$1,500.15
251-217	Storage Garage	Case Ave.	Wrangell	\$25,000 / \$10,000	200,000	25,200	0	225,200	\$329.25

Property Premium Allocation For Buildings and Other Structures

City & Borough of Wrangell

AcctID# 251

Policy Year 2020/2021



Item f.

APEI ID#	Description	Location	City	Structure/Contents Deductible *	Building Value	Contents Value	Docks & Other Value	Total Stated Value	Premium
251-219	Water Treatment Plant	601 Wood St.	Wrangell	\$25,000 / \$10,000	1,186,000	28,000	0	1,214,000	\$1,774.86
251-220	City Hall	205 Brueger St	Wrangell	\$25,000 / \$10,000	1,717,800	181,000	0	1,898,800	\$2,776.02
251-221	Senior Center	Lot 17 Block 3	Wrangell	\$25,000 / \$10,000	350,000	0	0	350,000	\$511.69
251-222	Dolphin Barge Ramp 12/2	Outer Drive	Wrangell	\$25,000 / \$10,000	0	0	1,051,800	1,051,800	\$1,382.32
251-223	Harbor Office	671 Shakes St.	Wrangell	\$25,000 / \$10,000	350,000	40,000	0	390,000	\$570.18
251-224	Library	124 Second St.	Wrangell	\$25,000 / \$10,000	2,224,400	799,300	0	3,023,700	\$4,420.61
251-225	Old Mill Dock	Block 7, Log 1	Wrangell	\$25,000 / \$10,000	0	0	10,944,200	10,944,200	\$14,383.34
251-226	Community Center (Gym)	306 Church Street	Wrangell	\$25,000 / \$10,000	5,441,700	216,500	0	5,658,200	\$8,272.23
251-228	Public Works Storage	1119 Case Ave	Wrangell	\$25,000 / \$10,000	110,000	94,500	0	204,500	\$298.98
251-229	Wastewater Treatment Plant	1411 Zimovia Hwy	Wrangell	\$25,000 / \$10,000	1,121,000	89,600	0	1,210,600	\$1,769.89
251-230	Wrangell Medical Center	310 Bennett St	Wrangell	\$25,000 / \$10,000	18,969,000	2,162,400	0	21,131,400	\$27,511.60
251-231	Capital Facilities Building	101 Second St.	Wrangell	\$25,000 / \$10,000	180,000	35,000	0	215,000	\$314.33
Total (includes Flood and Earthquake):					65,619,700	9,583,220	15,372,000	90,574,920	\$124,608.74

*Applies to All-Risk, Earthquake and Flood, and Equipment Breakdown coverages

MAY 26 2020

Fine Arts Premium Allocation

City & Borough of Wrangell

AcctID# 251

Policy Year 2020/2021



Item f.

Serial / Catalog #	Description	Location	Stated Value	Premium
	Marmot Hat	Wrangell Museum	25,000	\$33.09
	SS Princess Sophia Exhibit	Wrangell Museum	27,545	\$36.47
	Killer Whale Flotilla Robe	Wrangell Museum	150,000	\$198.58
	Frog posts	Wrangell Museum	300,000	\$397.17
1936.368	Tlingit Wood hat	Wrangell Museum	100,000	\$132.39
1953.616	Tlingit Wood Staff	Wrangell Museum	125,000	\$165.49
Total			727,545	\$963.19

MAY 26 2020

Mobile Equipment Premium Allocation

City & Borough of Wrangell

AcctID# 251

Policy Year 2020/2021



Item f.

Equipment ID#	Serial #	Model Year	Make	Model	Deductible	Stated Value	Premium
	KCW10068 (Machine ID: 17W01172)	2017	Caterpillar	Hydraulic Excavator Model 311F RR	5,000	184,680	\$535.10
	CAT0140MPN9J00219	2014	CAT	140-M	10,000	323,682	\$872.19
	13016	2013	300T	Ascom Travel Lift	25,000	1,110,000	\$2,540.76
	5LN02894	2012	Caterpillar	D6R Track type tractor	5,000	110,000	\$318.72
	DMY02707	2011	CAT	303 Excavator	5,000	25,000	\$72.43
	TXE01406	2011	CAT	966	5,000	225,000	\$651.92
	4127008	2008	Brownell	Hydraulic boat Trailer	5,000	55,000	\$159.36
	CAT0924HEHXC00863	2008	Caterpillar	Loader/tool carrier	5,000	70,000	\$202.83
	150C	2006	Marine	Travelift, Inc	10,000	275,000	\$741.02
	BLN 13117	2005	Caterpillar	420 DIT Backhoe Loader	5,000	40,000	\$115.90
	DBT00744	2003	Caterpillar	IT-28-G Tool Carrier	5,000	30,000	\$86.92
	K10280	2002	Asten Cook	Portable Asphalt Recycler	5,000	10,000	\$28.98
	2LS-316	2000	Caterpillar	Excavator 311B	5,000	10,000	\$28.98
	4MK00536	1998	Caterpillar	120 H Grader	5,000	15,000	\$43.46
	CHO70014701	1987	John Deere	750 Backhoe/Loader	5,000	5,000	\$14.49
	71-L1-1174		EMD	Model 12-645-E4 Mobile Generator	10,000	300,000	\$808.39
Total						2,788,362	\$7,221.45

MAY 26 2020

Automobile Premium Allocation

City & Borough of Wrangell

AcctID# 251

Policy Year 2020/2021



Item f.

Member Vehicle ID	VIN #	Model Year	Make	Model	Insured Value	Phys Damage Coverage?	Phys Damage Deductible	Liability Premium	Phys Damg Premium	Total Vehicle
	1FM5K8AB6LGA71547	2020	Ford	Police Interceptor	36,436	Yes	1,000	\$646.75	\$346.87	\$993.62
	1FM5K8ARXJGC43041	2018	Ford	Explorer Police Interceptor	31,766	Yes	1,000	\$646.75	\$302.41	\$949.16
	1FDUF5HYXH8E85989	2017	Ford	F550		No		\$284.57	\$0.00	\$284.57
	1FTMF1E86GKF11201	2016	Ford	F150		No		\$298.02	\$0.00	\$298.02
	1FDUF5HY5GEA92660	2016	Ford	F550 Super Duty		No		\$284.57	\$0.00	\$284.57
14	1FT7X2B68FEA13470	2015	Ford	F250 Super Duty		No		\$298.02	\$0.00	\$298.02
08	1FDUF5HY9FEA58851	2015	Ford	F550 Super Duty		No		\$284.57	\$0.00	\$284.57
	1FTBF2B63FEB89582	2014	Ford	F250 Super Duty		No		\$298.02	\$0.00	\$298.02
17	1FDUF5HT7EEA60634	2014	Ford	F550 Super Duty		No		\$284.57	\$0.00	\$284.57
07	1FT7X2B69DEB36126	2013	Ford	F250 Super Duty		No		\$298.02	\$0.00	\$298.02
37	3HAMMAAN5DL214430	2013	International	4000 Series 4300		No		\$284.57	\$0.00	\$284.57
16	1FT7X2B66CEC98794	2012	Ford	F250 Super Duty		No		\$298.02	\$0.00	\$298.02
20	1FTBF2B6XBEB05526	2011	Ford	F250 Super Duty		No		\$298.02	\$0.00	\$298.02
34	1FVACYBS3ADAS2780	2010	Freightliner	M2 106 Medium Duty	40,000	Yes	1,000	\$439.78	\$380.81	\$820.59
35	1FVACYBS5ADAS2781	2010	Freightliner	Model M2	40,000	Yes	1,000	\$439.78	\$380.81	\$820.59
127	RFB09ATV49K6J1382	2009	Arctic Cat	366		No		\$0.00	\$0.00	\$0.00
11	1FTNF21509EA90969	2009	Ford	F250 Super Duty		No		\$298.02	\$0.00	\$298.02
01	1FTWF315X9EA90973	2009	Ford	F350 Super Duty		No		\$298.02	\$0.00	\$298.02
72	1FTWF31569EA90971	2009	Ford	F350 Super Duty		No		\$298.02	\$0.00	\$298.02
	1HTWXSBTX9J174015	2009	International	7600 Truck	75,270	Yes	1,000	\$284.57	\$696.40	\$980.97

Automobile Premium Allocation City & Borough of Wrangell

AcctID# 251

Policy Year 2020/2021



Item f.

Member Vehicle ID	VIN #	Model Year	Make	Model	Insured Value	Phys Damage Coverage?	Phys Damage Deductible	Liability Premium	Phys Damg Premium	Total Vehicle
81	1FDXF47R98EE36316	2008	Ford	F450 Super Duty	20,000	Yes	1,000	\$439.78	\$190.40	\$630.18
29	2FAFP71V88X141278	2008	Ford	Crown Victoria		No		\$646.75	\$0.00	\$646.75
25	2FAFP71VX8X141279	2008	Ford	Crown Victoria		No		\$646.75	\$0.00	\$646.75
71	1FTWW31588EE58095	2008	Ford	F350 Super Duty		No		\$646.75	\$0.00	\$646.75
65	1FDAF57R68ED15559	2008	Ford	F550 Super Duty		No		\$646.75	\$0.00	\$646.75
69	1FDAF57R08EC21936	2008	Ford	F550 Super Duty		No		\$284.57	\$0.00	\$284.57
78	1FDAF57P87EB16557	2007	Ford	F550 Super Duty		No		\$284.57	\$0.00	\$284.57
	1FMEU73E37UB04006	2007	Ford	Explorer XLT		No		\$646.75	\$0.00	\$646.75
79	1FDWF37PX7EB42989	2007	Ford	F350 Super Duty		No		\$298.02	\$0.00	\$298.02
115	5Y4AJ14Y07A031297	2007	Yamaha	Grizzly		No		\$0.00	\$0.00	\$0.00
103	5Y4AJ14Y77A029112	2007	Yamaha	Grizzly		No		\$0.00	\$0.00	\$0.00
26	2FAHP71W56X149806	2006	Ford	Crown Victoria		No		\$646.75	\$0.00	\$646.75
93	1FMPU16L64LB19634	2004	Ford	Expedition XLT		No		\$298.02	\$0.00	\$298.02
91	1FTNX21L74EC52004	2004	Ford	F250 Super Duty		No		\$439.78	\$0.00	\$439.78
77	1FTZR45E54PA75542	2004	Ford	Ranger		No		\$298.02	\$0.00	\$298.02
82	1FDXF47F43EA94076	2003	Ford	F450 Super Duty	15,000	Yes	1,000	\$439.78	\$142.81	\$582.59
28	1FTNF21L13EA94230	2003	Ford	F250 Super Duty		No		\$298.02	\$0.00	\$298.02
21	1B4HS48ZX2F173223	2002	Dodge	Durango		No		\$646.75	\$0.00	\$646.75
85	1FVDBXBS72HK02264	2002	Freightliner	Med Conv FL80	90,000	Yes	1,000	\$439.78	\$904.42	\$1,344.20
23	2FAFP71W71X141190	2001	Ford	Crown Victoria		No		\$646.75	\$0.00	\$646.75
92	1FMNU41S01EC20935	2001	Ford	Excursion XLT		No		\$439.78	\$0.00	\$439.78
36	1HTSLABP0YH215183	2000	International	4000 Series 4700		No		\$284.57	\$0.00	\$284.57

Automobile Premium Allocation

City & Borough of Wrangell

AcctID# 251

Policy Year 2020/2021



Item f.

Member Vehicle ID	VIN #	Model Year	Make	Model	Insured Value	Phys Damage Coverage?	Phys Damage Deductible	Liability Premium	Phys Damg Premium	Total Vehicle
38	1HTSEAR6XH621089	1999	International	4800 Digger Derrick		No		\$284.57	\$0.00	\$284.57
126	JY4AJ03W8YA030465	1999	Yamaha			No		\$0.00	\$0.00	\$0.00
87	1FV6JLCB1WH930896	1998	Pierce	Fire Truck	50,000	Yes	1,000	\$439.78	\$476.02	\$915.80
47	1GBGK24R4VE254533	1997	Chevrolet	K2500		No		\$298.02	\$0.00	\$298.02
27	1GTHK33F7TF016664	1996	GMC	Sierra K3500		No		\$298.02	\$0.00	\$298.02
18	2FTHF26H1RCA62071	1994	Ford	F250		No		\$298.02	\$0.00	\$298.02
04	2FTHF25H7NCA22311	1992	Ford	Pickup		No		\$298.02	\$0.00	\$298.02
94	1FDXR82A6MVA13154	1991	Ford	Conventional N LN8000F		No		\$439.78	\$0.00	\$439.78
44	1FUW3ECA8MP501842	1991	Freightliner	Conventional FLD112		No		\$439.78	\$0.00	\$439.78
86	1F9EX28H0JCST1166	1988	Seagrave	Fire Truck	40,000	Yes	1,000	\$439.78	\$380.81	\$820.59
88	1FDYA90W9HVA54268	1987	Ford	Conventional L LTL9000	10,000	Yes	1,000	\$439.78	\$95.21	\$534.99
89	IHTAR18520HB13977	1983	International	Truck	15,000	Yes	1,000	\$439.78	\$142.81	\$582.59
32	1M2T148C5DM001493	1983	Mack	600 RS600		No		\$284.57	\$0.00	\$284.57
30	CPL3573307582	1977	Chevrolet	Van		No		\$298.02	\$0.00	\$298.02
80	Lic #AK24563	1934	Ford	Antique Fire Truck		No		\$298.02	\$0.00	\$298.02
Total Vehicle Count: 57		Count of Vehicles with Physical Damage coverage:				12		\$20,977.29	\$4,439.78	\$25,417.07

MAY 26 2020

Workers' Compensation Premium Allocation

City & Borough of Wrangell

AcctID# 251

Policy Year 2020/2021



Item f.

Class Code	WC State	Class Description	Payroll	Experience Mod	Loss Control Credit	Premium	WC Rate per \$100 of Payroll
6836	AK	Harbor, Marine	375,759	0.75	-11.3%	\$10,445.15	2.7797
7520	AK	Water Works Operators, Drivers	117,326	0.75	-11.3%	\$2,564.99	2.1862
7539	AK	Electric Power Operators	334,493	0.75	-11.3%	\$8,106.85	2.4236
7580	AK	Sewage Treatment Operators, Drivers	110,945	0.75	-11.3%	\$2,623.04	2.3643
7590	AK	Garbage Works - Landfill and Incinerator	54,511	0.75	-11.3%	\$1,434.38	2.6314
7710	AK	Firefighters & Drivers	101,135	0.75	-11.3%	\$3,411.58	3.3733
7711	AK	Firefighters & Drivers~Volunteers	66,000	0.75	-11.3%	\$2,226.37	3.3733
7720	AK	Police Officers	860,000	0.75	-11.3%	\$26,458.05	3.0765
8380	AK	Municipal Garage, Retail Fuel Sales	115,822	0.75	-11.3%	\$3,024.78	2.6116
8810	AK	Clerical, Professional, Elected Officials	1,035,287	0.75	-11.3%	\$2,355.52	0.2275
8810	ID	Clerical, Professional, Elected Officials	84,047			\$0.00	-
9015	AK	Building, Operators, Owners, Lease	219,315	0.75	-11.3%	\$8,135.76	3.7096
9102	AK	Parks and Recreation	253,873	0.75	-11.3%	\$7,232.83	2.8490
9154	AK	Theater Employees	30,600	0.75	-11.3%	\$499.47	1.6323
9403	AK	Refuse Collectors	49,943	0.75	-11.3%	\$2,203.47	4.4120
9410	AK	General Municipal Employees, Other	358,691	0.75	-11.3%	\$8,941.70	2.4929
			4,167,747			\$89,663.94	

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda Section</u>	13

Approval of the Wrangell Convention and Visitor Bureau COVID-19 Marketing Assistance Funding Request of \$146,516

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$146,516 Total

FY 20: \$	FY 21: \$146,516	FY22: \$
-----------	---------------------	----------

Amount Budgeted:

FY20 \$XXX

Account Number(s):

XXXXXX XXX XXXX

Account Name(s):

CARES ACT Funding

**Unencumbered Balance(s) (prior to
expenditure):**

\$XXX

Reviews/Approvals/Recommendations

xx	Commission, Board or Committee
Name(s)	Convention and Visitor Bureau
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Wrangell CVB Marketing Plan to address COVID-19 Impacts

RECOMMENDATION MOTION:

Move to Approve the Wrangell Convention and Visitor Bureau COVID-19 Marketing Assistance Funding Request of \$146,516.

SUMMARY STATEMENT:

The Wrangell CVB has been meeting weekly to identify the changing travel climate and identify methods to communicate with and market to future travelers. The Alaska Travel Industry Association (ATIA), the statewide visitor industry association responsible for the State's marketing, has offered a number of webinars and meetings for businesses and Destination Marketing Organizations (DMO). The State has ceased their typical marketing programs in an effort to save their limited funds until demand rises and travel starts to resume. What they are focusing on is online efforts to promote the state, arm chair travel, build client interest as well as marketing more instate travel. The Wrangell CVB has always tried to take advantage of the ATIA's cooperative marketing efforts in order to leverage the limited transient tax dollars used for Wrangell's marketing.

The Wrangell CVB has identified several marketing efforts that are timely and follows efforts of the State and other DMO organizations. The focus is shifting to online marketing, developing followers and user database as well as expanding or modifying other traditional efforts.

1. New Visitor Guide: A new visitor guide mailed to all inquirers needs to be updated to address the changes in businesses that have occurred over the last couple of years. With COVID-19, the business scene could be changing even further, but the need to promote visitor oriented businesses will be greater than ever for the next travel season. The CVB seeks to add and modify content, develop a new a advertising program for visitor business to make the publication affordable and encourage participation by all visitor businesses. It is estimated that the publication design, print and ship will cost up to \$18000.
2. Software: Social media is becoming extremely important to continue to reach and expand interested users and travelers. Software to manage the various social media sites has been recommended as critical for efficiency and tracking purposes. Software is expected to cost \$516.
3. Online Advertising: Online advertising utilizing google ad words in your website, banner advertising options on high traffic sites and FB ad buys are recommended by marketing companies to develop new database and followers during this slow travel time. People are glued to their computers and looking and dreaming of places to go. CVB is estimating approximately \$36,000 for this effort.
4. Rainforest Islands: Alaska's Rainforest Islands is a cooperative marketing effort with Petersburg to promote our area. Primary actions include a website that needs updating (<http://www.alaskarainforestislands.org/>) and joint attendance at Alaska Media Roadshow, hosted by ATIA, provides a cost saving measure. The CVB sees this marketing option as even more important now to meeting travel writers but also to build promotional opportunities for local businesses. This is estimated to cost \$19,000 in a cost share with Petersburg Economic Development Council.
5. Business planner for the Marine Service Center: The WCVB envisions this planner to be focused on the MSC, and a smaller version of the visitor planner. It could provide more focus on the businesses that work in the yard to compliment the MSC rack cards the Harbor currently produces on the yard itself. The WCVB will work closely with Harbor Staff on the development of the piece, estimated to cost \$7000 for design and printing.
6. Email Blast: ATIA collects emails of all inquirers and then offers a program to member businesses and DMO's allowing the purchase of those emails by filters to send promo piece on the community or business in a scientific marketing effort. It has been spendy and the

WCVB has only participated a few times and only able to purchase a limited number of emails. This will be a valuable tool where names are verified by ATIA and filter can include "likely to travel". Cost estimate is \$10,000.

7. Targeting Yacht Travel: Attracting large yachts has been a conversation and interest of former Assemblywoman Mya DeLong. CVB is researching marketing placements. Currently some of the online efforts for this focus will be absorbed in no. 3 above. No additional dollars.
8. Branding the Visitor industry in Wrangell to focus a message is considered by the CVB critical in this COVID-19 era. It will be a lengthy process to identify Wrangell's marketing message. Conversations with a firm recommended by the State's marketing firm are ongoing and can provide more details as to the process and cost. Initial estimated cost for a visitor Branding process is expected to be \$25,000. If a branding effort is done for the entire community, the cost would increase.
9. Wrangell CARES Plan: This is a program that could potentially be developed in cooperation with the Wrangell Chamber of Commerce. It includes visual material, and pledges by businesses and expectations by customers of how both meet all of the staying safe and healthy with COVID-19. Estimated cost is \$5000.
10. Personnel to assist: WCVB request hiring a temporary person with social media expertise to get some of these online marketing efforts and programs up and running as Staff currently is pulled in several directions and does not have the time to focus only on tourism marketing. CVB estimates \$12000 until the end of the year.
11. Additional Cooperative ATIA efforts: The CVB is proposing \$4000 toward cooperative efforts that ATIA is developing for 2021 travel.
12. Signage (hardware): The CVB is proposing to purchase a number of stand-alone weather proof signs can provide changeable information. The signs can be moved and posted at ports of entries with relevant COVID-19 information, community information and visitor related information. Cost is estimated at \$10,000.

CARES Act Allocations & Expenditures:

FY20 Staff Wage/Benefit Reimbursements (Estimated) (Existing & Extra Staff)	\$600,000
FY21 Staff wage/Benefit Reimbursements (Estimated) (Existing & Extra Staff)	\$937,265
Community Assistance (Previously Approved)	\$400,000
Ambulance (w/ Shipping)	\$225,000
Isolation Site Rental	\$60,000
Sea Level Testing	\$60,000
FY20 & FY21 Equipment & Supplies & Improvements (Estimated – A full itemized list will be provided by Monday)	\$455,000
Total	\$2,737,265
Total Remaining (Approximate)	\$1,113,838

Wrangell Convention and Visitor Bureau
MARKETING PLAN TO ADDRESS COVID-19 VISITOR INDUSTRY IMPACTS

TOTAL AMOUNT REQUESTED: \$146,516

1. **New Post COVID-19 Visitor Industry Travel Planner and inserts - estimated at \$18000**
printed and digital version-
 - a. All businesses will receive a free display advertisement of ¼ size
 - b. Prices of larger size advertisements will be at cost with the discount of the free advertisement size
 - c. Design and Printing and digital version paid for by CARES Funding if over revenue from ad sale
 - d. Inserts related to COVID information for travelers (planner and other uses)
Will be modified and changed based on elements/issues at the time. Travel links
2. **Purchase of Software for managing Social Media and Graphics - \$516**
 - a. Hoopsuites or similar for managing Social media - Estimated at \$360
 - b. CANVA – posters – Estimated at \$156
3. **Online Advertising- estimated at \$36,000**
 - a. Facebook Advertising buys Estimated at \$10,000
 - b. Banner Advertising online Estimated at \$8,000
 - c. Google Adwords Estimated at \$18,000
4. **Rainforest Islands Promotional opportunities (partnership with Petersburg)- Estimated at \$19,000**
 - a. Alaska Media Roadshow \$6500
 - b. Upgrade to ARI website for business support \$3500
 - c. Promotion of website, SEO, Google \$9000
5. **Business Promotional Planner for support of the Marine Service Center: \$7000**
 - a. Booklet or trifold.
 - b. Offer a free display advert with larger ads discounted
6. **Email blast through ATIA \$10,000**
7. **Targeting Yacht travel- (costs part of Item 3)**
 - a. Utilize google ad words, online advertising
8. **Branding – appealing to travelers that are concerned about traveling within COVID-19 era – Estimated at \$25,000.**
 - a. Should be expanded for community wide branding effort. Would need additional funds
 - b. Scope of work components and discussion with an Anchorage firm recommended by ATIA in process.

As of 6-18-20

9. Roll out a “Wrangell Cares” plan. Work with Chamber of Commerce. \$5000

a. Connect with branding effort

10. COVID-19 relief funded personnel to assist with the online marketing platform with implementation of online marketing through end of year – estimated at \$12000

a. position to begin asap

11. Additional cooperative opportunities with ATIA. \$4000

a. Over and above what is currently done. State working on future marketing plan.

12. Signage Hardware: \$10,000

a. Work in conjunction with Wrangell Cares and provide travel info to visitors and welcome to Wrangell at ports of entry, downtown. Creates a movable venue to provide information. Airport, harbors, ferry, summer floats, downtown

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda Section</u>	13

Approval of the Economic Development Committee COVID-19 Business Assistance Funding Requests in the Amount of \$515,000

SUBMITTED BY:

Carol Rushmore, Economic Development
Director

FISCAL NOTE:

Expenditure Required: \$515,000 Total

FY 20: \$	FY 21: \$515,000	FY22: \$
-----------	---------------------	----------

Amount Budgeted:

FY20 \$XXX

Account Number(s):

XXXXXX XXX XXXX

Account Name(s):

CARES Funding

Unencumbered Balance(s) (prior to expenditure):

\$XXX

Reviews/Approvals/Recommendations

xx <input type="checkbox"/>	Commission, Board or Committee
Name(s)	Economic Development Committee
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Economic Development Committee recommendation

RECOMMENDATION MOTION:

Move to Approve the Economic Development Committee COVID-19 Business Assistance Funding Requests in the amount of \$515,000.

SUMMARY STATEMENT:

The Assembly approved the first set of recommendations for funding assistance to businesses from the Borough's allocated CARES Act funding in late May. Staff are working on the applications and the application process with the auditors and attorney to make sure that the assistance offered to businesses and the community meets the requirements of the Act. The programs highlighted in yellow in the attached recommendation were previously approved.

The Economic Development Committee has continued to meet weekly to detail additional funding options and the three programs presented tonight are highlighted in blue.

General Business Relief is for any business that has been impacted by COVID-19. The program offers \$1000 to each business that operates in Wrangell as well as commercial fishermen that live in Wrangell. Eligibility requires a current business license valid prior to March 11, 2020 (State of Alaska Disaster Declaration). Commercial fishermen must include a 2020 fishing license issued by the Commercial Fisheries Entry Commission. Based on the number of fishermen from Wrangell registered with CFEC, and the number of businesses on the City's sales tax roll, funding for this program is estimated to be \$500,000 on a first come first serve basis.

The EDC also recognizes businesses and non-profits are seeking accounting and professional assistance to navigate the federal and state funding programs. The Committee spoke with and received a letter from C.F. James, CPA regarding services they provide and services they see businesses asking for and needing during COVID-19. The Committee is seeking \$15,000 for workshops and accounting assistance. The Committee is seeking to contract with C.F. James, CPA for business accounting workshops specific to CARES Act funding program requirements and to provide up to \$200 to any businesses needing and seeking accounting assistance. This assistance could be with C.F. James, CPA or professional providers of their choice and the Committee is still developing the application process.

CARES Act Allocations & Expenditures:

FY20 Staff Wage/Benefit Reimbursements (Estimated) (Existing & Extra Staff)	\$600,000
FY21 Staff wage/Benefit Reimbursements (Estimated) (Existing & Extra Staff)	\$937,265
Community Assistance (Previously Approved)	\$400,000
Ambulance (w/ Shipping)	\$225,000
Isolation Site Rental	\$60,000
Sea Level Testing	\$60,000
FY20 & FY21 Equipment & Supplies & Improvements (Estimated – A full itemized list will be provided by Monday)	\$455,000
Total	\$2,737,265
Total Remaining (Approximate)	\$1,113,838

Economic Development Committee (EDC) Recommendations Regarding Local COVID-19 Relief Efforts Using CARES Act Funding

The information below includes the Economic Development Committee (EDC) request to the Assembly. The EDC has been working since early May to develop assistance programs for businesses and the community. **Action items in yellow were approved by the Assembly on May 26, 2020. Action items in blue are recommended at this time for consideration by the Assembly on June 23, 2020.**

1) **Food & Social Services Assistance – total \$40,000 (per entity cap of \$3,000):**

Food and Social Services: Organizations in town may be assisting individuals and families in these difficult times by providing food other critical social services. Rather than approving organizations directly and miss identifying an organization that provides a service, the EDC recommends offering a grant program with a maximum of \$3,000 grant upon application by any entity offering food or social services. A sample application concept is attached.

a. Food Assistance:

- i. Entities providing food for those who need it (both non-profit and for-profit) can submit simple proposals to receive grant funds and report monthly the number of people served (e.g. Salvation Army, 7th Day Adventist, Catholic Services, restaurants, etc.).
- ii. Wrangell School District was providing a school food program; do not know if there is a need for additional funding to continue in summer; will find out more details; no recommendation at this time.

b. Social Services Assistance:

- i. Domestic violence, counseling, family support services
 - ii. PSA announcements for public information related to COVID-19
 - iii. Other services helping address COVID-19 related impacts, including childcare
- Business, organization or groups providing services may apply

2) **Various City-wide relief programs – total \$60,000:**

- a. **Utilities** – stop all fees/interest on late charges and stop all disconnects through July; sign agreements to defer payments. Will revisit in July. (This is currently happening through July per government mandate. Extend to September & revisit in July.)
- b. **Utilities Voucher** - provide voucher/cash towards residential and business utility bills (\$100 per meter, per month, for June and July). Cost = approximately \$60,000.
[Future consideration - offer a full month's bill of electrical assistance payment to all accounts. The value for this item would be somewhere between \$300,000 and \$600,000, depending on month selected. Because of the potential cost, this will be deferred until the new federal spending legislation is approved.]
- c. **Moorage** – stop all fees/interest on late charges and stop all evictions from harbors through July; sign agreements to defer payments. Will revisit in July.

3) **Incentives for Local Business Spending – total approx. \$60,000:**

- a. **Sales Tax Relief** – add 2 additional tax-free days during the summer (3 total) [TBD - not recommended at this time as it reduces City revenue further; dependent upon CARES Act requirements, or future funds to municipalities.]
- b. **Voucher for local spending** - Provide a \$10 voucher for every \$50 of documented (stamped) spending at a local store. Vouchers can be used for future purchases at a

participating local store within 30 days. Businesses will collect vouchers and submit to City weekly/monthly for reimbursement. Cap at \$1,000 single expenditure; allow for a week-long event in June (after Tax Free Day); estimate to cost less than \$50,000 at 1:5 voucher-to-spending ratio; compensate Chamber for management of the program, two weeks of salary for staff time. IMPACT = City receives sales tax; businesses get customers to return to doing business in their store; up to \$250,000 of local spending and cash flowing through the local economy is facilitated; and customers get 20% additional local spending power. Open to all businesses who sign up to participate, not just Chamber members.

- c. Provide vouchers for boat haul-outs – provide 50% vouchers for boats hauled out in Wrangell through 2020. Intended to mitigate negative impacts of COVID-related travel restrictions and supply chain disruptions to Marine Service Center (MSC) businesses which had reduced revenues in March-May (sample application is provided below).
- d. Extended stay in MSC: Fill out application for assistance with storage fee if vessel owner was required to stay in the yard longer than otherwise necessary due to impacts from COVID-19. Intended to mitigate negative effects of COVID-related travel restrictions and supply chain disruptions. This could be retroactive to March 13 - Alaska's disaster declaration (sample application is provided below).
- e. Expedite Institute Property Phase 1 development – TBD – longer term [no recommendation at this time; not COVID-related impact; for potential future infrastructure funds]

4) **Incentivize Proper Safety Measures – total \$10,000:**

- a. Cash for Masks – provide \$5,000 plus staff time to Wrangell Chamber to run program for downtown businesses. Hand out vouchers of \$10 each for anyone wearing masks. Don't announce the time for handing out vouchers. Impact - encourage & reward mask participation.
- b. PPE purchases – provide \$5,000 to purchase and distribute most needed PPE for local businesses and visitors. City is acquiring hand sanitizer for businesses – hopefully here next week. Looking into acquiring bleach. Has purchased some throw away masks for providing businesses. Consider working with Wrangell Chamber to distribute.
- c. Educational Campaign regarding Personal Safety Measures: Recommend to support Reopen Wrangell Task Force to implement this.
- d. Design Wrangell-Specific Mask: create masks with Logo or Wrangell theme to provide to residents/visitors for future long-term use; for future consideration; no recommendation at this time.

5) **Targeted Business Relief Programs – total approx. \$200,000 (initial distribution):**

- a. Tour Operators –initial request/distribution of \$5,000 per company, with submission of simple application and copy of business license, to be followed by a more substantial program, depending upon total funds available, total economic value of sector, and consideration of fair and equitable distribution (City Sales Tax Reports for 2019, or projected lost revenues for 2020 as potential basis of equitable distribution).
- b. Restaurants/bars - initial request/distribution of \$3,000 per company, with submission of simple application and copy of business license, to be followed by a more substantial program, depending upon total funds available, total economic value of sector, and consideration of fair and equitable distribution (City Sales Tax Reports for 2019, or projected lost revenues for 2020 as potential basis of equitable distribution).

- c. **Hotels/B&Bs – initial request/distribution of \$2,000 per company, with submission of simple application and copy of business license,** to be followed by a more substantial program, depending upon total funds available, total economic value of sector, and consideration of fair and equitable distribution (City Sales Tax Reports for 2019, or projected lost revenues for 2020 as potential basis of equitable distribution).
- d. **Retail businesses – initial request/distribution of \$1,000 per company, with submission of simple application and copy of business license,** to be followed by a more substantial program, depending upon total funds available, total economic value of sector, and consideration of fair and equitable distribution (City Sales Tax Reports for 2019, or projected lost revenues for 2020 as potential basis of equitable distribution).

Need to:

- define categories: located in Wrangell, brick & mortar store/shop/boat stall/physical business presence?, need business license when disaster declared by the state, retail includes services, excursions instead of tour operators, umbrella company could apply for multiple categories of relief, filed City sales tax in 2019 (make exceptions for business started in 2020), Must be current through 2019; available funding is limited. Apply early. Program closes once money is dispersed. Leave open for one month or until funds gone.
 - create applications with justification of COVID impacts
 - designate City staff to manage all programs
 - define retail: one criteria could be not open year round
 - Tours and excursions: boat tours, bus/vans/car tours and flightseeing
 - Retail services: exclude essential services; derives revenue from tourists; must have brick and mortar building;
 - Restaurants/bars/ food trucks/fastfood: open to the general public
 - Hotels/B&B/ Vacation Rentals
- e. Marine Service Center businesses – no recommendation at this time

6) General Business Relief – total \$0:

- a. **Sales Tax Deferment** –Recommend City allows businesses to apply for deferment of sales tax payments to City through a payment plan in order to help businesses with cash flow now.
- b. **Grants for local businesses (up to \$500,000):** Offer a program such that any business would receive \$1000 grant. Recommendation to the Assembly on June 23rd.
Criteria:
 - Alaska business license, prior to March 11, 2020
 - Paid city sales taxes and or transient tax
 - Commercial fishermen with permanent residence in Wrangell (CFEC license)
 - Business Primarily operates out of Wrangell
- c. **Management of City COVID Relief:** funds for either City staff or other third-party to manage recommended programs.
- d. **Support for businesses or non-profits for accounting and professional services to access covid relief assistance – up to \$200 per applicant (up to \$10,000)**

e. Workshop by accounting firm CF James to provide general info regarding COVID-related services/opportunities (\$3,000-5,000)

7) Provide testing for local businesses – total \$TBD – no recommendation:

- a. Provide funds to SEARHC or other entity to collect and analyze test samples for local businesses, residents or visitors; continue consideration of how to implement, monitor the state's actions related to Mandate 10, and communicate with SEARHC about their efforts to secure additional testing capacity; no recommendation at this time.

8) Marketing Wrangell – total \$TBD:

- a. Work with the WCVB and Wrangell Chamber for continued marketing presence for Wrangell visitors and MSC users. (Taken care of by WCVB)

9) Infrastructure needs related to COVID-19 – total \$TBD - no recommendation:

- a. Improvements, equipment, or other needs for the Water treatment plant
- b. Improvements, equipment, or other needs for Sewer treatment plant

10) Equipment Needs – total \$TBD - no recommendation:

- a. Van replacement for Catholic Community Services – City owns and maintains the building and vehicle. The vehicle is old and in need of replacement.
- b. Fire Department needs – (most critical things are being acquired)
- c. Ambulance was approved by Assembly

****Require monthly 1-page report be submitted to City from each entity which documents use of funds, need for additional funds, until funds are gone.***

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	6/23/2020
	<u>Agenda Section</u>	13

Approval of City & Borough Tidelands Annual 2020 Five-Year Reassessments

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
-----------	-----------	----------

Amount Budgeted:

FY20 \$XXX

Account Number(s):

XXXXXX XXX XXXX

Account Name(s):

Enter Text Here

Unencumbered Balance(s) (prior to expenditure):

\$XXX

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	Planning and Zoning Commission
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Annual Reassessments from Michael Renfro, Borough Assessor.

RECOMMENDATION MOTION:

Move to Approve the five-year City Tidelands Reassessments for tax year 2020, as presented.

SUMMARY STATEMENT:

Per WMC 16.08.220 – Rental Adjustments: The annual rental payable pursuant to any lease issued under the provisions of this chapter shall be subject to adjustment by the assembly on the fifth anniversary of the date of the lease and each anniversary date thereafter which is divisible by the number five. All

adjusted rates shall be computed at six percent on the fair market value of the land and improvements owned by the borough and leased thereunder. Such value shall be determined by an appraisal made by the borough assessor and reviewed and determined by the assembly as provided in WMC [16.08.100](#).

- #14** **new fee value \$12,100 = \$744 + tax, per year (Lots 20, 21, and 22) (*Trident Seafoods*)**
old fee was \$11,700 (\$702 + tax, per year)

- #40** **new fee value \$31,900 = \$1,914 + tax, per year (Lot 2, SMPL Subdivision) (*Bernie Massin*)**
old fee was \$29,400 (\$1,764 + tax, per year)

- #41** **new fee value \$24,400 = \$1,914 + tax, per year (Lot 3, SMPL Subdivision) (*Bernie Massin*)**
old fee was \$22,600 (\$1,356 + tax, per year)

- #42** **new fee value \$25,000 = \$1,500 + tax, per year (Lot 4, SMPL Subdivision) (*Bernie Massin*)**
old fee was \$23,100 (\$1,386 + tax, per year)

WRANGELL TIDELANDS LEASE
LEASE NO. 14

Current Status

LOCATION: Wrangell Harbor off of Shakes Avenue

LEGAL DESCRIPTION: Lots 20, 21 and 22, Block 7-A, City of Wrangell and unsubdivided Tidelands

LESSOR: City of Wrangell

INSTRUMENT: Lease

LESSEE: Trident Seafoods

FEE VALUE: \$12,400

DATE OF LEASE: January 10, 2000,
2005, 2010, 2015, 2020

TERMS: 6% of fee
value per year

ZONING: WFD

AREA: Lot 20 2,931 Sq. Ft.
Lot 21 3,635 Sq. Ft.
Lot 22 497 Sq. Ft.
Unsubdivided tidelands 7511 Sq Ft.
Total area 14,574 Sq. Ft.

USE AT LEASE: Processing Plant

ANTICIPATED USE: Fish Processing Site

ACCESS: Adjoining Lots via
Shakes Avenue

ASSESSMENTS: None noted

UTILITIES: All available

EASEMENTS/RESTRICTIONS: Typical

CONFIRMED WITH: City and Borough of Wrangell BY/DATE: MCR 06/2020

PROPERTY DESCRIPTION: Submerged tidelands located inside the Wrangell Harbor. It is assumed that lots 20, 21 and 22 were submerged at the date of the original lease. The unsubdivided tidelands are adjacent to Lots 20, 21 and 22.

ANALYSIS:

$\$12,400/14,574 \text{ sq. ft.} = \$.85/\text{sq. ft.}$

$\$12,400 \times .06 = \$744.00/\text{year}$

WRANGELL TIDELANDS LEASES
LEASE NO. 14 (CONTINUED)

ANALYSIS OF COMPARABLE LAND SALES

Time: With a limited amount of sales it is difficult to obtain paired sales for analysis to arrive at the adjustments needed to bring the available sales and leases into conformity with the subject. However, in general, values are increasing in Wrangell based on other improved sales. Sales and leases are adjusted three percent per year, which corresponds with the Alaska CPI.

Terms: None of the sales and leases used in the analysis is believed to require consideration for special financing or other sale conditions.

Size: Larger parcels tend to sell for less per unit of comparison than smaller parcels, all other factors being equal. In relation to the subject comparable No. 28 is smaller and requires a downward adjustment.

Location and Access: Location and access is somewhat subjective on the part of the appraiser in relation to the comparable data utilized. However analysis of other sales contained in our separate report on the summary of Wrangell lease transactions indicates that location and access can account for up to 20% difference between superior and inferior locations of waterfront parcels. The subjects location and access is felt to be superior to comparables 28 and 31 due to its location near the mouth of the Wrangell Harbor are adjusted upward for location and access.

Utilities: All of the comparables have similar utilities and no adjustment is required.

WRANGELL TIDELAND LEASES
LEASE NO. 14 (Continued)

Adjustment Grid: The following grid shows the estimated adjustments for each sale bringing it into conformity with the subject.

Sale No.	<u>20</u>	<u>28</u>	<u>31</u>
Price/Sq. Ft.	\$.69	\$.79	\$.78
Time	<u>+8%</u>	<u>+8%</u>	<u>+8%</u>
Net After Time	\$.75	\$.81	\$.84
Terms	0	0	0
Size	0	-10%	0
Location/Access	0	+10%	+15%
Utilities	0	0	0
Net Adjustment	<u>0</u>	<u>0</u>	<u>+15%</u>
Indicated Value/Sq. Ft.	\$.75	\$.85	\$.97

After adjustments for property differences the available transactions indicate a range of value for the subject site from \$.75 to \$.97 per square foot.

After analysis of the property differences, including the subject's size and location, the market value of the subject's 14,574 square feet is concluded to be \$.85 per square foot or \$12,387.90 rounded to \$12,400.

(1) See Wrangell Comparable Data under separate cover.

**WRANGELL TIDELANDS LEASE
LEASE NO. 40**

LOCATION: Shoemaker Bay Marina

LEGAL DESCRIPTION: Lot 2, S.B.P.L. Subdivision

LESSOR: City and Borough of Wrangell

INSTRUMENT: Lease

LESSEE: Barnard Massin

FEE VALUE: \$31,900

DATE OF LEASE: January 10, 2000,
2005, 2010, 2015, 2020

TERMS: 55 years, 6% of fee
value per year

ZONING: Shoemaker Bay Water Front
Development

AREA: 9,805 sq.ft.

USE AT LEASE: Commercial

ANTICIPATED USE: Commercial

ACCESS: Good

ASSESSMENTS: None

UTILITIES: Electric, water/sewer

EASEMENTS/RESTRICTIONS: None

CONFIRMED WITH: City and Borough of Wrangell BY/DATE: MCR 6/2020

PROPERTY DESCRIPTION: Level filled site on the parking area at Shoemaker Bay.

ANALYSIS:

9,805 sq.ft. x \$3.25/sq.ft. =\$31,900 Rd.

\$31,900 x .06 = \$1,914.00

WRANGELL TIDELANDS LEASES
LEASE NO. 40 (Continued)

ANALYSIS OF COMPARABLE LAND SALES:

Time: With a limited amount of sales it is difficult to obtain paired sales for analysis to arrive at the adjustments needed to bring the available sales and leases into conformity with the subject.

Although limited, available market data indicates a relatively stable market with approximately one per cent per year increase in value.

Terms: None of the sales and leases used in the analysis is believed to require consideration for special financing or other sale conditions.

Size: Larger parcels generally sell for less per unit of comparison than smaller parcels, all other factors being equal. For lots similar to the subject size does not appear to be a factor.

Location and Access: Location and access is somewhat subjective on the part of the appraiser in relation to the comparable data utilized. In the case of the subject and the comparables. All of the comparables are adjusted downward for superior location.

Utilities: All of the comparables have similar utilities and no adjustment is required.

COMPARABLE SALES

Sale	Legal	Date	Price	Area	Price/SF	Description
1	Lot 1 Sea Level Site II	02/2015	\$7,200	1929	\$3.75	Similar lot superior location.
2	Lot 17 Blk 5A Wrangell Tidelands	02/2011	\$42,100	4814	\$8.75	Similar lot superior downtown location.
3	Lot 2B Sea Level III SD	04/2017	\$27,200	6983	\$3.90	Similar lot slightly superior location.
4	Lot 2 Sortyard SD	11/2001	\$50,281	14,366	\$3.50	Similar Lot superior Location

WRANGELL TIDELANDS LEASES
LEASE NO. 40 (Continued)

Adjustment Grid: The following grid shows the estimated adjustments for each sale bringing it into conformity with the subject.

<u>Sale No.</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
Price/Sq.Ft.	\$3.75	\$8.75	\$3.90	\$3.50
Time	<u>1.05</u>	<u>1.09</u>	<u>1.03</u>	<u>1.19</u>
Net After Time	\$3.94	\$9.54	\$4.02	\$4.17
Terms	0	0	0	0
Size	0	0	0	0
Location/Access	-20%	-50%	-20%	-20%
Utilities	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Adjustment	<u>-20%</u>	<u>-50%</u>	<u>-20%</u>	<u>-20%</u>
Indicated Value/Sq. Ft.	\$3.15	\$4.77	\$3.22	3.34

Conclusion

After analysis of the property differences, including the subject's size and location, the market value of the subject's 9,805 square feet is concluded to be \$3.25 per square foot or \$31,900 rounded.

**WRANGELL TIDELANDS LEASE
LEASE NO. 41**

LOCATION: Shoemaker Bay Marina

LEGAL DESCRIPTION: Lot 3, S.B.P.L. Subdivision

LESSOR: City of Wrangell

INSTRUMENT: Lease

LESSEE: Barnard Massin

FEE VALUE: \$24,400

DATE OF LEASE: January 10, 2000,
2005, 2010, 2015, 2020

TERMS: 55 years, 6% of fee
value per year

ZONING: Shoemaker Bay Water Front
Development

AREA: 7,521 sq.ft.

USE AT LEASE: Commercial

ANTICIPATED USE: Commercial

ACCESS: Good

ASSESSMENTS: None

UTILITIES: Electric, water/sewer

EASEMENTS/RESTRICTIONS: None

CONFIRMED WITH: City and Borough of Wrangell BY/DATE: MCR 06/2020

PROPERTY DESCRIPTION: Level filled site on the parking area at Shoemaker Bay.

ANALYSIS:

7,521 sq.ft. x \$3.25/sq.ft. =\$24,400 Rd.

\$24,400 x .06 = \$1,464.00

WRANGELL TIDELANDS LEASES
LEASE NO. 41 (CONTINUED)

ANALYSIS OF COMPARABLE LAND SALES:

Time: With a limited amount of sales it is difficult to obtain paired sales for analysis to arrive at the adjustments needed to bring the available sales and leases into conformity with the subject.

Although limited, available market data indicates a relatively stable market with approximately one per cent per year increase in value.

Terms: None of the sales and leases used in the analysis is believed to require consideration for special financing or other sale conditions.

Size: Larger parcels generally sell for less per unit of comparison than smaller parcels, all other factors being equal. For lots similar to the subject size does not appear to be a factor.

Location and Access: Location and access is somewhat subjective on the part of the appraiser in relation to the comparable data utilized. In the case of the subject and the comparables. All of the comparables are adjusted downward for superior location.

Utilities: All of the comparables have similar utilities and no adjustment is required.

COMPARABLE SALES

Sale	Legal	Date	Price	Area	Price/SF	Description
1	Lot 1 Sea Level Site II	02/2015	\$7,200	1929	\$3.75	Similar lot superior location.
2	Lot 17 Blk 5A Wrangell Tidelands	02/2011	\$42,100	4814	\$8.75	Similar lot superior downtown location.
3	Lot 2B Sea Level III SD	04/2017	\$27,200	6983	\$3.90	Similar lot slightly superior location.
4	Lot 2 Sortyard SD	11/2001	\$50,281	14,366	\$3.50	Similar Lot superior Location

WRANGELL TIDELAND LEASES
LEASE NO. 41 (CONTINUED)

<u>Sale No.</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
Price/Sq.Ft.	\$3.75	\$8.75	\$3.90	\$3.50
Time	<u>1.05</u>	<u>1.09</u>	<u>1.03</u>	<u>1.19</u>
Net After Time	\$3.94	\$9.54	\$4.02	\$4.17
Terms	0	0	0	0
Size	0	0	0	0
Location/Access	-20%	-50%	-20%	-20%
Utilities	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Adjustment	<u>-20%</u>	<u>-50%</u>	<u>-20%</u>	<u>-20%</u>
Indicated Value/Sq. Ft.	\$3.15	\$4.77	\$3.22	3.34

Adjustment Grid: The following grid shows the estimated adjustments for each sale bringing it into conformity with the subject.

Conclusion

After analysis of the property differences, including the subject's size and location, the market value of the subject's 7,521 square feet is concluded to be \$3.25 per square foot or \$24,400 rounded.

**WRANGELL TIDELANDS LEASE
LEASE NO. 42**

LOCATION: Shoemaker Bay Marina

LEGAL DESCRIPTION: Lot 4, S.B.P.L. Subdivision

LESSOR: City and Borough of Wrangell INSTRUMENT: Lease

LESSEE: Barnard Massin

FEE VALUE: \$25,000

DATE OF LEASE: January 10, 2000,
2005, 2010, 2015, 2020

TERMS: 55 years, 6% of fee
value per year

ZONING: Shoemaker Bay Water Front
Development

AREA: 7,698 sq.ft.

USE AT LEASE: Commercial

ANTICIPATED USE: Commercial

ACCESS: Good

ASSESSMENTS: None

UTILITIES: Electric, water/sewer

EASEMENTS/RESTRICTIONS: None

CONFIRMED WITH: City and Borough of Wrangell BY/DATE: MCR 06/2020

PROPERTY DESCRIPTION: Level filled site on the parking area at Shoemaker Bay.

ANALYSIS:

7,698/sq.ft. x \$3.25/sq.ft. =\$25,000 Rd.

\$25,000 x .06 = \$1,500.00

WRANGELL TIDELANDS LEASES LEASE NO. 42

ANALYSIS OF COMPARABLE LAND SALES:

Time: With a limited amount of sales it is difficult to obtain paired sales for analysis to arrive at the adjustments needed to bring the available sales and leases into conformity with the subject.

Although limited, available market data indicates a relatively stable market with approximately one per cent per year increase in value.

Terms: None of the sales and leases used in the analysis is believed to require consideration for special financing or other sale conditions.

Size: Larger parcels generally sell for less per unit of comparison than smaller parcels, all other factors being equal. For lots similar to the subject size does not appear to be a factor.

Location and Access: Location and access is somewhat subjective on the part of the appraiser in relation to the comparable data utilized. In the case of the subject and the comparables. All of the comparables are adjusted downward for superior location.

Utilities: All of the comparables have similar utilities and no adjustment is required.

COMPARABLE SALES

Sale	Legal	Date	Price	Area	Price/SF	Description
1	Lot 1 Sea Level Site II	02/2015	\$7,200	1929	\$3.75	Similar lot superior location.
2	Lot 17 Blk 5A Wrangell Tidelands	02/2011	\$42,100	4814	\$8.75	Similar lot superior downtown location.
3	Lot 2B Sea Level III SD	04/2017	\$27,200	6983	\$3.90	Similar lot slightly superior location.
4	Lot 2 Sortyard SD	11/2001	\$50,281	14,366	\$3.50	Similar Lot superior Location

WRANGELL TIDELANDS LEASES LEASE NO. 42 (CONTINUED)

<u>Sale No.</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>
Price/Sq.Ft.	\$3.75	\$8.75	\$3.90	\$3.50
Time	<u>1.05</u>	<u>1.09</u>	<u>1.03</u>	<u>1.19</u>
Net After Time	\$3.94	\$9.54	\$4.02	\$4.17
Terms	0	0	0	0
Size	0	0	0	0
Location/Access	-20%	-50%	-20%	-20%
Utilities	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Net Adjustment	<u>-20%</u>	<u>-50%</u>	<u>-20%</u>	<u>-20%</u>
Indicated Value/Sq. Ft.	\$3.15	\$4.77	\$3.22	3.34

Conclusion

After analysis of the property differences, including the subject's size and location, the market value of the subject's 7,698 square feet is concluded to be \$3.25 per square foot or \$25,000 rounded.

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda Section</u>	13

RESOLUTION No. 06-20-1533 OF THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA AMENDING THE FY 2020 BUDGET IN THE HARBOR AND CIP FUNDS BY TRANSFERRING \$29,414 FROM THE HARBOR FUND RESERVES TO THE CIP FUND FOR THE SHOEMAKER BAY HARBOR REPLACEMENT PROJECT AND AUTHORIZING ITS EXPENDITURE

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

Expenditure Required: \$29,414 Total

FY 19: \$	FY 20: \$29,414	FY21: \$
-----------	--------------------	----------

Amount Budgeted:

FY20 \$0

Account Number(s):

74310-000-7900-00-00000

Account Name(s):

CIP Fund for Shoemaker Bay Harbor
Replacement

**Unencumbered Balance(s) (prior to
expenditure):**

\$1,400,000 (Harbor Fund Balance)

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Resolution No 06-20-1533; 2. PND Engineer's Shoemaker Bay Harbor – Additional Contract Administration and Construction Inspection Engineering Services Fee Proposal dated June 3, 2020

RECOMMENDATION MOTION:

Move to Approve Resolution No 06-20-1533.

SUMMARY STATEMENT:

With the extension of the Shoemaker Harbor Replacement project's construction contract to Tamico-RNR JV by way of issuing Change Order No. 1 for the parking lot improvements and the replacement of the boarding float, PND Engineer's Contract Administration and Construction Inspection (CA/CI) services contract require an extension, with the associated service fees as well.

At the time we issued the change order to the construction contractor, PND Engineers still had a balance remaining on their original CA/CI contract. The decision was to fully expend those engineering service contract funds before assessing the need for services expected to remain thereafter. PND has since expended the original contract funds through submittal reviews, Covid-19 travel coordination with the State of Washington, and Washington State field inspections during the fabrication of the floats.

The engineers have provided a proposal to finish out the CA/CI services through the remainder of the project. That proposal fee is in the amount of \$29,414 to be billed on a Time and Materials, Not to Exceed basis. Engineering service fees for CA/CI are eligible for reimbursement through the State of Alaska's Harbor (50/50 Matching) Grant Program's grant for this project; therefore 50% of these additional engineer fees will be reimbursed by the State grant for the project.

Staff recommends a budget amendment transferring \$29,414 from the Harbor Fund Balance to the CIP Fund for Amendment No 1 to the Professional Services Agreement with PND Engineers, Inc. for providing additional Contract Administration and Construction Inspection services for the Shoemaker Harbor Replacement.

The original contract amount with PND was \$731,328. This amendment will bring the total to \$760,742.

CITY AND BOROUGH OF WRANGELL, ALASKA

RESOLUTION NO. 6-20-1533

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, AMENDING THE FY2020 BUDGET IN THE HARBOR AND CIP FUNDS BY TRANSFERRING \$29,414 FROM THE HARBOR FUND RESERVES TO THE CIP FUND FOR THE SHOEMAKER BAY HARBOR REPLACEMENT PROJECT AND AUTHORIZING ITS EXPENDITURE

WHEREAS, the City and Borough of Wrangell is under contract with PND Engineers, Inc. for Contract Administration and Construction Inspection service for the Shoemaker Harbor Replacement project; and

WHEREAS, the cost for the additional Contract Administration and Construction Inspection services related to the project is \$29,414; and

WHEREAS, the engineering service fees for construction administration and inspection are eligible for reimbursement through the State of Alaska's Harbor (50/50 Matching) Grant for this project; and

WHEREAS, staff recommends a budget amendment transferring funds from the Harbor Fund Balance to the CIP Fund for the Shoemaker Bay Harbor Replacement for Amendment No 1 to the Professional Services Agreement between the City and Borough of Wrangell and PND Engineers, Inc. for providing additional Contract Administration and Construction Inspection services related to the construction contract's change order work; and

WHEREAS, the City and Borough of Wrangell will amend the FY 2019-2020 budget by transferring \$29,414 from the Harbor Fund Balance to the CIP Fund for the Shoemaker Harbor Replacement Project.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, that:

Section 1: The FY 2020 Budget is amended by transferring \$29,414 from the Harbor Fund Reserves to the CIP Fund for the Shoemaker Harbor Replacement Project Account (74300 000 7900 00 00000) and authorizing its expenditure.

PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA this 23rd day of June, 2020.

CITY & BOROUGH OF WRANGELL, ALASKA

Steve Prysunka, Mayor

ATTEST: _____
Kim Lane, Borough Clerk



June 3, 2020

PND 182070

Amber Al-Haddad
 Director of Public Works and Capital Projects
 City and Borough of Wrangell
 Wrangell, Alaska 99929

Re: Shoemaker Bay Harbor – Additional Contract Administration and Construction Inspection
 Engineering Services Fee Proposal

Dear Amber:

PND Engineers, Inc. (PND) is pleased to provide this scope and fee proposal for engineering services to complete construction and installation of the additional work and complete remaining tasks associated with the original harbor project. We have prepared the enclosed fee breakdown for your review.

Installation of the boarding float is anticipated to take 4-5 days to complete, thus PND is planning a three-day site visit arriving 1-2 days after the Contractor begins work. The single site visit proposed by PND will also be utilized to perform final inspection for the original Shoemaker Bay Harbor Rebuild project.

PND will provide:

- Project Administration – contract correspondence, coordination with CBW, Contractor and PND staff, project files, review payment applications, field orders, change orders, RFI's, etc.
- Submittal reviews for concrete boarding float plank and abutment shop drawings, rebar shop drawings and concrete mix design.
- 2 fabrication inspection visits to Matheus Lumber for the boarding floats. (Completed; to be invoiced)
- 1 fabrication inspection visit to Tamico Inc. for the concrete planks and abutment.
- 3 day on-site construction inspection visit during the installation of the concrete planks, abutment and boarding float with daily reports and photo logs.
- Substantial completion inspection of the RFP No. 3 work with punch list preparation
- Final completion inspection of the RFP No. 3 work and Harbor Rebuild
- Contract closeout documentation, O&M manual and Electronic as-built drawings for Harbor Rebuild project.

Our objective is to address potential construction and quality assurance issues efficiently and promptly to avoid costly project delays for the City and Borough of Wrangell (CBW). Our proposal anticipates the Work will be performed by Tamico/RNR JV. in a timely manner as described above.

We anticipate fieldwork requiring construction inspections will occur between late June and early July, 2020. The fabrication of the boarding float was completed in mid-May 2020. PND's Seattle office has provided two fabrication inspections at Matheus Lumber as quality assurance to verify that materials are being provided as designed and specified. We did not plan full time coverage for the fabrication inspections however believe our limited time at the fabricator's plant will be valuable to detect most deficiencies prior to material shipment to Wrangell. Our onsite field inspections assume one full time engineer/inspector working on site for 3 days with 10 hour shift/day. The engineer/inspector will perform inspection of the construction activities as well as final inspection of both the harbor and the boarding float projects.

We hope that we have perceived your needs appropriately and offer the attached scope and fee proposal breakdown for your consideration. Due to normal uncertainties associated with the Contractor's performance, we propose to contract on a time and expenses (T&E) basis in accordance with our standard 2020 billing rates, attached. All third party and reimbursable expenses shall include a 10% administrative markup fee. We will monitor expenditures with you on a monthly basis and will not exceed the estimated budget without your prior written authorization.

Feel free to call me at any time should you have any questions or need additional information regarding this proposal. We look forward to working with you towards the successful completion of the Shoemaker Bay Harbor and Boarding Float projects.

Sincerely,
PND Engineers, Inc. | Juneau Office



John Demuth, P.E., S.E.
Principal Engineer



Matthew D. Sill, P.E.
Senior Engineer

Attachments



**Shoemaker Bay Harbor Rebuild - RFP No. 3 Work
CA/CI Services Fee Proposal - Time and Expenses**



PND Project No. 182070

June 3, 2020

Scope of Services

	PND Senior Engr VII	PND Senior Engr III	PND Staff Engr III	PND CAD Designer VI	PND Tech V	Est. Line Item Costs	Task Subtotal Costs
	\$195.00	\$140.00	\$105.00	\$115.00	\$115.00		
Additional CA/CI Services During Construction							
1. Project Administration: Contract, correspondence, coordination with CBW, Contractor and PND staff; project files, review payment applications, field orders, change orders, RFI's, etc.	10	16				\$4,190	
2. Submittal reviews - concrete float plank shop drawings, mix design & reinforcing steel	2	8				\$1,510	
3. Fabrication Inspections, photos & reports - Concrete ramp planks and boarding float - (2) day trips to WA for boarding float, (1) overnight trip to PSG for concrete ramp planks.	4	16	24		4	\$6,000	
4. Progress meetings & prepare minutes (1 total)	1	4				\$755	
5. Daily construction inspections w/ photos and report, substantial Completion; Final Completion inspection for harbor and boarding float (10 hrs/day x 3 days)	4	30				\$4,980	
6. Covid 19 Travel Coordination: Prepare & submit travel plan for review/approval to PSG & WRG		4				\$560	
7. Contract closeout documents, Harbor O&M Manual, Harbor Final Inspection, Boarding float substantial completion, transfer contractor provided as-built data to electronic files.	8	24		24	2	\$7,910	\$25,905
Total Estimated Manhours	29	102	24	24	6		
Estimated Third Party Expenses							
1. Materials Testing	Concrete cylinder testing					\$250	
2. Transportation for materials testing equipment and cylinders	Shipping of testing equipment and cylinders					\$300	
3. Travel Allowance - Site Inspection (1 visit/3 days)	Airfares, Hotel, Rental Car, Parking & Fuel (WRG)					\$1,550	
4. Travel Allowance - Fabrication Inspection (1 visit/1 day)	Airfares, Hotel, Rental Car, Parking & Fuel (PSG)					\$700	
5. Meal per diem allowance - fabrication & on site inspection	6 man days x \$65/day					\$390	
6. Administrative Fee	10% on 3rd party expenses					\$319	\$3,509
							\$29,414

**PND ENGINEERS, INC.
STANDARD RATE SCHEDULE
2020**

<u>Professional:</u>	Senior Engineer VII	\$195.00
	Senior Engineer VI	\$180.00
	Senior Engineer V	\$160.00
	Senior Engineer IV	\$150.00
	Senior Engineer III	\$140.00
	Senior Engineer II	\$130.00
	Senior Engineer I	\$120.00
	Staff Engineer V	\$115.00
	Staff Engineer IV	\$110.00
	Staff Engineer III	\$105.00
	Staff Engineer II	\$95.00
	Staff Engineer I	\$90.00
	Environmental Scientist VI	\$170.00
	Environmental Scientist V	\$155.00
	Environmental Scientist IV	\$140.00
	Environmental Scientist III	\$125.00
	Environmental Scientist II	\$110.00
	Environmental Scientist I	\$95.00
	GIS Specialist	\$95.00
<u>Surveyors:</u>	Senior Land Surveyor III	\$125.00
	Senior Land Surveyor II	\$115.00
	Senior Land Surveyor I	\$105.00
<u>Technicians:</u>	Technician VI	\$130.00
	Technician V	\$115.00
	Technician IV	\$95.00
	Technician III	\$85.00
	Technician II	\$75.00
	Technician I	\$50.00
	CAD Designer VI	\$115.00
	CAD Designer V	\$105.00
	CAD Designer IV	\$90.00
	CAD Designer III	\$75.00

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda Section</u>	13

Approval of Amendment No. 1 to the Professional Services Agreement with PND Engineers in the Amount of \$29,414 for the Shoemaker Bay Harbor Replacement Project

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

Expenditure Required: \$29,414

FY 19: \$	FY 20: \$29,414	FY21: \$
-----------	-----------------	----------

Amount Budgeted:

	FY20 \$0/Budget Amendment \$29,414
--	------------------------------------

Account Number(s):

	74300-000-7900-00-00000
--	-------------------------

Account Name(s):

	Shoemaker Harbor Replacement Project
--	--------------------------------------

Unencumbered Balance(s) (prior to expenditure):

	\$29,414 (Following Approval)
--	-------------------------------

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. PND Engineer's Shoemaker Bay Harbor – Additional Contract Administration and Construction Inspection Engineering Services Fee Proposal dated June 3, 2020

RECOMMENDATION MOTION:

Move to approve Amendment No. 1 to the Professional Services Agreement with PND Engineers in the amount of \$29,414 for the Shoemaker Bay Harbor Replacement Project.

SUMMARY STATEMENT:

With the extension of the Shoemaker Harbor Replacement project's construction contract to Tamico-RNR JV by way of issuing Change Order No. 1 for the parking lot improvements and the

replacement of the boarding float, PND Engineer's Contract Administration and Construction Inspection (CA/CI) services contract require an extension, with the associated service fees as well.

At the time we issued the change order to the construction contractor, PND Engineers still had a balance remaining on their original CA/CI contract. The decision was to fully expend those engineering service contract funds before assessing the need for services expected to remain thereafter. PND has since expended the original contract funds through submittal reviews, Covid-19 travel coordination with the State of Washington, and Washington State field inspections during the fabrication of the floats.

The engineers have provided a proposal to finish out the CA/CI services through the remainder of the project. That proposal fee is in the amount of \$29,414 to be billed on a Time and Materials, Not to Exceed basis. Engineering service fees for CA/CI are eligible for reimbursement through the State of Alaska's Harbor (50/50 Matching) Grant Program's grant for this project; therefore 50% of these additional engineer fees will be reimbursed by the State grant for the project.

Staff recommends a budget amendment transferring \$29,414 from the Harbor Fund Balance to the CIP Fund for Amendment No 1 to the Professional Services Agreement with PND Engineers, Inc. for providing additional Contract Administration and Construction Inspection services for the Shoemaker Harbor Replacement.

The original contract was \$731,328. This amendment brings the total to \$760,742.



June 3, 2020

PND 182070

Amber Al-Haddad
 Director of Public Works and Capital Projects
 City and Borough of Wrangell
 Wrangell, Alaska 99929

Re: Shoemaker Bay Harbor – Additional Contract Administration and Construction Inspection
 Engineering Services Fee Proposal

Dear Amber:

PND Engineers, Inc. (PND) is pleased to provide this scope and fee proposal for engineering services to complete construction and installation of the additional work and complete remaining tasks associated with the original harbor project. We have prepared the enclosed fee breakdown for your review.

Installation of the boarding float is anticipated to take 4-5 days to complete, thus PND is planning a three-day site visit arriving 1-2 days after the Contractor begins work. The single site visit proposed by PND will also be utilized to perform final inspection for the original Shoemaker Bay Harbor Rebuild project.

PND will provide:

- Project Administration – contract correspondence, coordination with CBW, Contractor and PND staff, project files, review payment applications, field orders, change orders, RFI's, etc.
- Submittal reviews for concrete boarding float plank and abutment shop drawings, rebar shop drawings and concrete mix design.
- 2 fabrication inspection visits to Matheus Lumber for the boarding floats. (Completed; to be invoiced)
- 1 fabrication inspection visit to Tamico Inc. for the concrete planks and abutment.
- 3 day on-site construction inspection visit during the installation of the concrete planks, abutment and boarding float with daily reports and photo logs.
- Substantial completion inspection of the RFP No. 3 work with punch list preparation
- Final completion inspection of the RFP No. 3 work and Harbor Rebuild
- Contract closeout documentation, O&M manual and Electronic as-built drawings for Harbor Rebuild project.

Our objective is to address potential construction and quality assurance issues efficiently and promptly to avoid costly project delays for the City and Borough of Wrangell (CBW). Our proposal anticipates the Work will be performed by Tamico/RNR JV. in a timely manner as described above.

We anticipate fieldwork requiring construction inspections will occur between late June and early July, 2020. The fabrication of the boarding float was completed in mid-May 2020. PND's Seattle office has provided two fabrication inspections at Matheus Lumber as quality assurance to verify that materials are being provided as designed and specified. We did not plan full time coverage for the fabrication inspections however believe our limited time at the fabricator's plant will be valuable to detect most deficiencies prior to material shipment to Wrangell. Our onsite field inspections assume one full time engineer/inspector working on site for 3 days with 10 hour shift/day. The engineer/inspector will perform inspection of the construction activities as well as final inspection of both the harbor and the boarding float projects.

We hope that we have perceived your needs appropriately and offer the attached scope and fee proposal breakdown for your consideration. Due to normal uncertainties associated with the Contractor's performance, we propose to contract on a time and expenses (T&E) basis in accordance with our standard 2020 billing rates, attached. All third party and reimbursable expenses shall include a 10% administrative markup fee. We will monitor expenditures with you on a monthly basis and will not exceed the estimated budget without your prior written authorization.

Feel free to call me at any time should you have any questions or need additional information regarding this proposal. We look forward to working with you towards the successful completion of the Shoemaker Bay Harbor and Boarding Float projects.

Sincerely,
PND Engineers, Inc. | Juneau Office



John Demuth, P.E., S.E.
Principal Engineer



Matthew D. Sill, P.E.
Senior Engineer

Attachments



**Shoemaker Bay Harbor Rebuild - RFP No. 3 Work
CA/CI Services Fee Proposal - Time and Expenses**



PND Project No. 182070

June 3, 2020

Scope of Services

	PND Senior Engr VII	PND Senior Engr III	PND Staff Engr III	PND CAD Designer VI	PND Tech V	Est. Line Item Costs	Task Subtotal Costs
	\$195.00	\$140.00	\$105.00	\$115.00	\$115.00		
Additional CA/CI Services During Construction							
1. Project Administration: Contract, correspondence, coordination with CBW, Contractor and PND staff; project files, review payment applications, field orders, change orders, RFI's, etc.	10	16				\$4,190	\$25,905
2. Submittal reviews - concrete float plank shop drawings, mix design & reinforcing steel	2	8				\$1,510	
3. Fabrication Inspections, photos & reports - Concrete ramp planks and boarding float - (2) day trips to WA for boarding float, (1) overnight trip to PSG for concrete ramp planks.	4	16	24		4	\$6,000	
4. Progress meetings & prepare minutes (1 total)	1	4				\$755	
5. Daily construction inspections w/ photos and report, substantial Completion; Final Completion inspection for harbor and boarding float (10 hrs/day x 3 days)	4	30				\$4,980	
6. Covid 19 Travel Coordination: Prepare & submit travel plan for review/approval to PSG & WRG		4				\$560	
7. Contract closeout documents, Harbor O&M Manual, Harbor Final Inspection, Boarding float substantial completion, transfer contractor provided as-built data to electronic files.	8	24		24	2	\$7,910	
Total Estimated Manhours	29	102	24	24	6		
Estimated Third Party Expenses							
1. Materials Testing	Concrete cylinder testing					\$250	\$3,509
2. Transportation for materials testing equipment and cylinders	Shipping of testing equipment and cylinders					\$300	
3. Travel Allowance - Site Inspection (1 visit/3 days)	Airfares, Hotel, Rental Car, Parking & Fuel (WRG)					\$1,550	
4. Travel Allowance - Fabrication Inspection (1 visit/1 day)	Airfares, Hotel, Rental Car, Parking & Fuel (PSG)					\$700	
5. Meal per diem allowance - fabrication & on site inspection	6 man days x \$65/day					\$390	
6. Administrative Fee	10% on 3rd party expenses					\$319	
							\$29,414

**PND ENGINEERS, INC.
STANDARD RATE SCHEDULE
2020**

<u>Professional:</u>	Senior Engineer VII	\$195.00
	Senior Engineer VI	\$180.00
	Senior Engineer V	\$160.00
	Senior Engineer IV	\$150.00
	Senior Engineer III	\$140.00
	Senior Engineer II	\$130.00
	Senior Engineer I	\$120.00
	Staff Engineer V	\$115.00
	Staff Engineer IV	\$110.00
	Staff Engineer III	\$105.00
	Staff Engineer II	\$95.00
	Staff Engineer I	\$90.00
	Environmental Scientist VI	\$170.00
	Environmental Scientist V	\$155.00
	Environmental Scientist IV	\$140.00
	Environmental Scientist III	\$125.00
	Environmental Scientist II	\$110.00
	Environmental Scientist I	\$95.00
	GIS Specialist	\$95.00
<u>Surveyors:</u>	Senior Land Surveyor III	\$125.00
	Senior Land Surveyor II	\$115.00
	Senior Land Surveyor I	\$105.00
<u>Technicians:</u>	Technician VI	\$130.00
	Technician V	\$115.00
	Technician IV	\$95.00
	Technician III	\$85.00
	Technician II	\$75.00
	Technician I	\$50.00
	CAD Designer VI	\$115.00
	CAD Designer V	\$105.00
	CAD Designer IV	\$90.00
	CAD Designer III	\$75.00

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda Section</u>	13

Approval of a Professional Services Agreement with Shannon & Wilson for the Reservoir Bypass Engineering Design in the amount of \$210,063

SUBMITTED BY:

Amber Al-Haddad, Capital Facilities Director

FISCAL NOTE:

Expenditure Required: \$210,063

FY 19: \$	FY 20: \$210,063	FY21: \$
-----------	---------------------	----------

Amount Budgeted:

FY20 \$0

Account Number(s):

72300-302-7510-00-72001

Account Name(s):

Reservoir Bypass Project

Unencumbered Balance(s) (prior to expenditure):

\$559,599 (DCCED Grant Balance)

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Shannon & Wilson's Proposal for Upper Wrangell Dam Modifications Design dated May 21, 2020

RECOMMENDATION MOTION:

Move to approve a Professional Services Agreement with Shannon & Wilson for the Reservoir Bypass Engineering Design in the Amount of \$210,063.

SUMMARY STATEMENT:

Following adoption of Resolution No 3-20-1523, which established Alternative 1: Spillway Trench & Siphon as the preferred option for the Reservoir Bypass Project, Shannon & Wilson submitted

their proposal to perform the work related to the engineering design, survey, permitting and developing bid-ready construction documents for this project.

The proposal was presented with a fee of \$210,063, which is substantially more than what they estimated in the engineering conceptual costs under the alternatives analysis. An initial conversation with the engineers about this high cost led to the following explanation:

- The estimate that was included in the alternatives analysis is based on a flat percentage of estimated construction costs, and for smaller projects like this one which rely on a significant amount of data collection and engineering, that standard cost relationship has a tendency to break down differently.
- Through the alternatives analysis effort, they did not anticipate the need for a bathymetry survey, which they indicate is out of the ordinary in terms of standard design projects. Under this proposal, CRW Engineers, who are Shannon & Wilson's subconsultants for the civil portion of the project, propose to have bathymetry performed for our project. The need for the bathymetry seems logical, especially when we are looking at geometry of excavations near the spillway. Their plan would be to survey only the area around the dam and where we will need data for this project, not the entire reservoir.
- After taking a harder look at the project needs, the engineers determined they need to come to Wrangell to collect information about the rock structure to help determine how best to conduct the excavations considering the sensitive nature of the dam. They indicated to us during review of the presented alternatives, that if we wanted to consider trenching lower into the spillway for the potential of installing a draw down pipe for emergency water evacuation, an additional engineering effort would be required. We have asked them to explore this option for the draw down.
- The engineers have also spoken with Charlie Cobb, State Dam Engineer, who confirmed that with this approach, he will request the engineers to apply for a permit to modify the dam, which also adds to the effort.

Shannon & Wilson's proposal has been reviewed by staff, and it is our recommendation that this engineering effort be approved. As was discussed during the review of the alternatives analysis, the remaining grant funds are not expected to be an amount sufficient to cover the cost of the construction; however, having the engineering design complete will place this project in "shovel-ready" status.

Alternative 1 Project Description (Taken from the 3-24-2020 Agenda Statement)

The following information that provides for a project description was taken from the March 24, 2020 Agenda Statement that accompanied Resolution 03-20-1523 approving Alternative 1 – Spillway Trench & Siphon as the preferred alternative for the project

Alternative 1 – Spillway Trench & Siphon

The option of trenching through the existing spillway at a depth of approximately 7' below the reservoir surface and installing a siphon to provide for the water intake is ranked in Shannon &

Wilson's matrix as the second highest of the last three alternatives considered by staff, and it has the lowest capital cost of these remaining alternatives.

The option would require lowering the reservoir level to below the trenching elevation (approximately 7'). With this level of reservoir water lowering, we could still gain access to the water by way of a separate siphon, similar to what staff is currently using.

This option also requires drill and blast to achieve access through the spillway. The engineer cautions that excavation through the rock could fracture or destabilize the rock, which would require a contingency for repair during the project. The engineer indicates that if the drill and blast method was used, it would be accomplished with trim blasting, taking small controlled shots in several lifts to remove the necessary rock. Both the 2003 and 2020 Shannon & Wilson reports indicate that mechanical trenching is an alternative to drill and blast, to reduce risk to the dam, but may create higher mobilization costs.

Earlier this year, staff narrowed our preferred alternative to the Spillway Trench & Siphon option. Before confirming this as our preferred option, we queried the engineers about limitations of accessing the full depth of the stored water based on limits of siphon uplift (identified as 15'-20'). With a 7' trench depth and a 15' (minimum) siphon lift, the siphon inlet would be at elevation 336', which gains us three additional feet of water beyond our current drain lines' inlet elevation of 339'. At the 339' elevation, there is approximately 2,000,000 gallons of inaccessible water. In referencing the attached upper reservoir storage graph, it suggests that water below the 335' elevation is unusable.

Our query about siphon lift led to a larger concern regarding the connection of a siphon to a closed pipe system, such as ours. Water staff suggested to the engineers that connecting the siphon to the conveyance pipe would not create a closed system, since the draw from the plant would provide constant flow, until such time as the vacuum breaker valve was engaged to stop the siphon. Staff asked the engineers to revisit the engineering of the siphon connected directly to a closed pipe. Toward this effort, staff and the engineers met with Karl Hagerman, Petersburg Utility Director, who had experience with a pipe collapse some years ago with their Cabin Creek Waterline, a siphoned, 6-mile run of 24" HDPE waterline. Karl described the problem causing the pipe collapse as a vacuum from a change in flow resulting from algae growth on the interior of the pipe. Karl described how with proper engineering of the conveyance system, materials used, and putting mechanisms and procedures in place for routine interior pipe cleaning, Petersburg has been able to continue use of this line for the past ten years without further issues. Under this alternative, the engineers would perform a hydraulic model of the system to include identifying the properly pipe material to reduce the risk of pipe collapse.

Staff have identified the Spillway Trench & Siphon as the alternative that best meets the project's desired outcome, considering the impacts to the ongoing raw water supply, risks posed to the dam, and limited funding available to complete the selected project. This option has the lowest capital cost of the three viable alternatives.

Additional Consideration for Spillway Trench & Siphon

The Spillway Trench & Siphon approach may offer the added benefit of mitigating our deficiency of not having a drawdown pipe for the upper reservoir. Staff have reviewed with the geological engineer the possibility of a deeper trench for the siphon pipe *and* a draw down pipe. This proposed trench would be 20'-22' deeper than the 7' trench depth required for the siphon pipe alone.

The engineer suggests that to consider adding the drawdown pipe and trenching lower in the spillway, they would need to review the dam information they have on file, and depending on this result of their review, they may or may not recommend pursuit of this idea. If a review suggested that deeper trenching could be feasible without impacting the dam, and if the State of Alaska Dam Safety Engineer also approved its feasibility, a seismic test would be performed to further identify risk to the already fragile dam. If the Spillway Trenching & Siphon option is established as the preferred alternative, staff wish to include the drawdown pipe review and engineering design in the scope of work.

We have confirmed that a portion of the bypass pipe was installed in the early 2000s, using Ductile Iron Pipe (DIP), instead of High Density Polyethylene Pipe (HDPE). Public Works was able to visually inspect only 50'+/- of the interior of this pipe, which appears clean and smooth. Water pressure testing of this pipe provided for positive results; however, due to the fact that our DIP has been failing prematurely throughout our system, staff recommend including the replacement of the DIP with HDPE in the scope of the project as an additive alternative, which will allow us to evaluate the option of making that replacement, if economically feasible.

May 21, 2020

City and Borough of Wrangell
PO Box 531
Wrangell, Alaska 99929

Ms. Amber Al-Haddad, Capital Facilities Director

**RE: PROPOSAL FOR UPPER WRANGELL DAM MODIFICATIONS DESIGN,
WRANGELL, ALASKA;**

We are pleased to submit herein our proposed scope and fee for providing design services for the City and Borough of Wrangell (CBW). This work is an extension to a recently completed alternatives analysis for the Upper Dam Bypass, the results of which were provided in a March 4, 2020 letter report. Based on that report, you provided us with a letter on April 1, 2020 stating that the CBW Assembly has approved the Spillway Trench and Siphon as the preferred alternative and you are requesting a cost estimate for completing a design of this option. The base project includes excavating approximately 7 feet below the bottom of the existing spillway to install a siphon pipe for tapping the upper reservoir, completing the pipeline connection between the Upper Reservoir and the water treatment plan, reestablishing three of the four original survey monuments in the upper dam crest. We will also explore the possibility of increasing the excavation depth in the spillway to provide a drawdown pipe for the Upper Reservoir.

SCOPE OF SERVICES

Our scope of work consists of conducting data gathering and engineering analysis and conducting final design of the project. The scope of work is intended to provide the requested services in your April 1, 2020 letter, with the exception of the Lower Dam components. We have assembled a team of professionals to conduct the work as follows:

- **Shannon & Wilson, Inc.** – Project management and geotechnical design support
- **CRW Engineering Group, LLC** – Design lead and cost estimating
- **R&M Engineering – Ketchikan, Inc.** – Land survey
- **Solstice Alaska Consulting, Inc.** – Environmental permitting

Ms. Amber Al-Haddad
City and Borough of Wrangell
May 21, 2020
Page 2 of 5

SHANNON & WILSON, INC.

The generalized scope of work for each team member is described in the sections below. The level of effort is based on our understanding of the project and site conditions. It is our opinion that it is consistent with the local standard of practice and what was requested. All design and surveying services will be conducted by experienced professionals appropriately licensed in the State of Alaska.

Shannon & Wilson:

Shannon & Wilson will provide overall project management and coordination through the duration of this project. Our level of effort assumes that all meetings between the design team and CBW will be held over the telephone or through video conferencing, with the exception of site visits by the design team that are described herein. Shannon & Wilson's management will extend to coordination with the Alaska Dam Safety Office and compiling the necessary materials needed for, and submitting the application for a Certificate of Approval to Modify and Existing Dam. We envision that this will be an iterative process that will begin with an initial application with follow-on submittals as required by the Dam Safety Office. We assume that preliminary and staged design and other submittals generated for this project as it progresses will sufficiently support this effort.

Shannon & Wilson will provide geotechnical engineering recommendations for the project design based on a combination of available subsurface information at the site as well as new information collected from the site during a site visit. Shannon & Wilson will mobilize one engineering geologist to the site to conduct rock structure mapping and seismic profiling spanning from the dam crest to across the existing spillway trench. We assume that you will be able to provide one person to assist with the seismic profiling work. This work is needed to assist in developing rock cut recommendations and estimating overburden/fill thicknesses around the spillway trench. The results of our work and recommendations will be provided in a letter report to be used by CRW in developing the project design.

The project will continue through the bidding phase after design. Shannon & Wilson will assist during the bidding phase by coordinating responses to bidder questions with support from CRW, and format addenda to the bid documents as necessary. We assume that Shannon & Wilson will provide support during the bid review process, but contractor selection will be the responsibility of the CBW.

Ms. Amber Al-Haddad
City and Borough of Wrangell
May 21, 2020
Page 3 of 5

SHANNON & WILSON, INC.

CRW:

CRW will lead the design effort for this project, providing all engineering services and cost estimating for this project with the exception of the geotechnical engineering support that Shannon & Wilson is providing. CRW has assumed that one site visit will be conducted during initial phases of the design. CRW will use the new survey data to be collected by R&M to support the civil design of the project as well as to conduct the hydraulic modelling needed to confirm siphon details and design. CRW will develop a Basis of Design (BOD) report and lead the development of 50 and 90 percent design plans and specifications for submittal to the CBW for review and comment. We assume that specifications will be developed based on CSI-49 division using EJCDC general conditions (customized with supplementary conditions), and a CBW general contract. Standard CRW drawing formats will be used for the project plans and all design deliverables will be in electronic format only.

We assume that ADEC construction approval will include the BOD report, checklists, plans, and specifications and that the review fee will be paid for by CRW (reimbursed by the CBW). We also assume that interim and final Approvals to Operate will be included under a subsequent construction administration task. FATO will require stamped record drawings, also assumed to be under a future task. CRW will provide narrative details and figures to support the permitting effort that Solstice will coordinate.

R&M:

R&M will conduct the land survey activities needed to support the design of the project. The work will include a combination of land and/or air-based survey for overland topography and water-based bathymetry in the portion of the Upper Reservoir near the dam and existing spillway. The approximate limits of the survey area are included in on the attached site plan.

Solstice:

The permitting effort to be undertaken by Solstice includes preparing and submitting a US Army Corp of Engineers (USACE) Wetlands Permit. The permit application effort will be supported by drawing and narrative support from CRW and Shannon & Wilson. After submittal of the permit application, Solstice will respond to agency questions. A detailed description of the assumptions and permitting scope is attached to this letter.

Ms. Amber Al-Haddad
City and Borough of Wrangell
May 21, 2020
Page 4 of 5

SHANNON & WILSON, INC.

SCHEDULE

We understand that the schedule for this work is fast tracked and we will strive to achieve the requested timeline of having 90 percent design completed within 90 days of receiving NTP. We note that this project will include coordination with multiple agencies (USACE, Alaska Dam Safety Office, etc.) and that such coordination may present delays beyond our control. We will work with the agencies to the extent practicable to expedite reviews and maintain schedule. If we anticipate delays, we will notify you as soon as possible.

ESTIMATED COST AND FEE BASIS

We are prepared to undertake the work on a time and materials basis as outlined on the attached summary cost estimate. The attachments include estimates from our subcontractors which are included in the overall summary cost estimate. We will not exceed the maximum quoted value in our estimate without your prior approval. It should be noted that the costs outlined on the attached spread sheet should be considered approximate. It may become evident through the course of our work that additional fees may be needed to accommodate unforeseen circumstances such as additional coordination time needed with agencies, additional analysis effort, weather or public health delays during site visits, etc. Additionally, the Application to Modify a Dam fee is based on our project cost estimate presented in our alternatives analysis and additional permitting fees may be needed if our construction effort is significantly higher. To clarify the nature of our work, we have also enclosed for your use *Important Information about your Geotechnical/Environmental Proposal*. The terms of our service are Shannon & Wilson's Standard Terms and Conditions.

Ms. Amber Al-Haddad
City and Borough of Wrangell
May 21, 2020
Page 5 of 5

SHANNON & WILSON, INC.

If you have any questions or comments or wish to revise the scope of our services, please contact the undersigned at (907) 433-3219. We look forward to the opportunity to continue to work with you on this project.

Sincerely,

SHANNON & WILSON, INC.



Digitally signed by Kyle
Brennan, P.E.
Date: 2020.05.21 18:45:57
-08'00'

Kyle Brennan, P.E.
Vice President

Encl: Summary Cost Estimate
 Site Plan
 Subcontractor Cost Estimates
 Important Information About Your Geotechnical/Environmental Proposal
 Standard General Terms and Conditions

SUMMARY COST ESTIMATE**UPPER RESERVOIR MODIFICATIONS DESIGN SERVICES****COST****1. Shannon & Wilson****\$48,590****Project Management and Coordination**

Principal	20	hr. @	\$230 per hr.	=	\$4,600
Senior Engineer III	40	hrs. @	\$160 per hr.	=	\$6,400
Clerical	20	hrs. @	\$65 per hr.	=	\$1,300

Site Visit, Engineering Analysis, and Reporting

Principal	8	hr. @	\$230 per hr.	=	\$1,840
Senior Engineer III (including site visit)	70	hrs. @	\$160 per hr.	=	\$11,200
Engineer III	50	hrs. @	\$100 per hr.	=	\$5,000
Clerical	2	hrs. @	\$65 per hr.	=	\$130
Airfare	1	@	\$660 each	=	\$660
Hotel/Perdiem (2 nights)	2	@	\$330 each	=	\$660
Rental Car (3 days)	3	@	\$110 each	=	\$330
Seismic Equipment Shipping and Rental	1	@	\$750 each	=	\$750

Dam Safety Office Coordination

Principal	20	hr. @	\$215 per hr.	=	\$4,300
Senior Engineer III	40	hrs. @	\$140 per hr.	=	\$5,600
Clerical	10	hrs. @	\$65 per hr.	=	\$650

Bidding Support

Principal	8	hr. @	\$230 per hr.	=	\$1,840
Senior Engineer III	20	hrs. @	\$160 per hr.	=	\$3,200
Clerical	2	hrs. @	\$65 per hr.	=	\$130

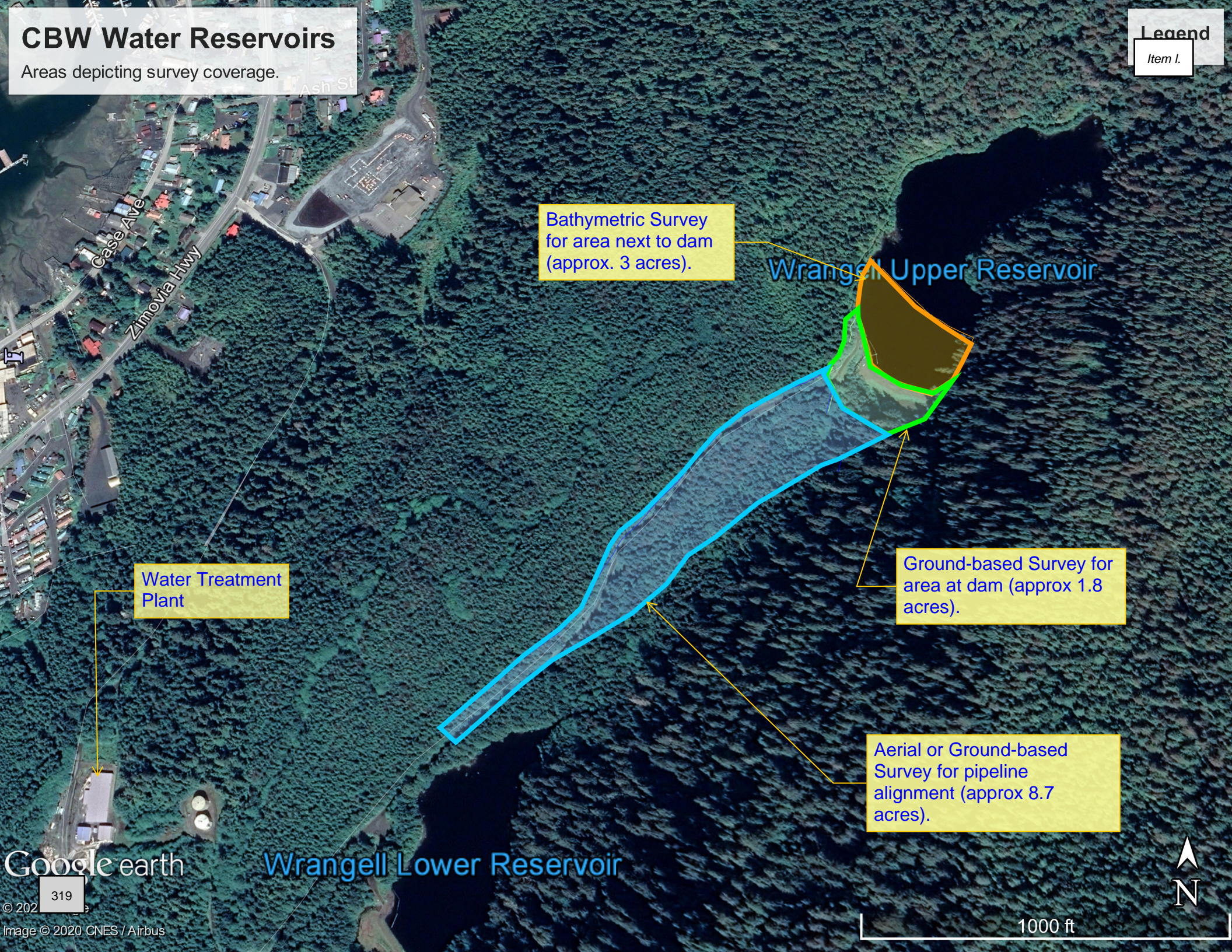
2. CRW - Design Services**\$98,571****3. R&M - Survey Services****\$50,994****4. Solstice - Permitting Services****\$11,908****TOTAL: \$210,063**

CBW Water Reservoirs

Areas depicting survey coverage.

Legend

Item 1.



City & Borough of Wrangell Upper Reservoir Bypass Connection Design Civil Engineering Services - Fee Estimate May 2020	Footnotes	Principal	Rebecca Venot, PE Project Manager	Will Kemp, PE, Project Engineer	Staff Engineer/Surveyor II	Technician IV	Clerical Staff	Total CRW Labor	Subnotes	Misc. CRW Expenses	Task Totals	
TASK	1	\$210	\$190	\$175	\$145	\$145	\$90			Cost x 1.10		
A. 50% design	5											
1 Project Management		2	2				2	\$980		\$10	\$990	
2 Survey Coordination			4	4				\$1,460		\$20	\$1,480	
3 Develop Basemap			2	8		12		\$3,520		\$40	\$3,560	
4 Basis of Design Report	6		4	8				\$2,160		\$30	\$2,190	
5 Hydraulic model development	4		2	8	24			\$5,260		\$60	\$5,320	
6 50% Specifications	7	1	8	16			4	\$4,890		\$50	\$4,940	
7 50% Drawings	2	1	8	40	40	28		\$18,590		\$190	\$18,780	
8 Cost Estimate			2	12	24			\$5,960		\$60	\$6,020	
9 Design Review Meeting & Comment Response	3		2	2	2			\$1,020		\$20	\$1,040	
10 Environmental Permitting Coordination	9		4	8				\$2,160		\$30	\$2,190	
Subtotal Task A:		4	38	106	90	40	6	\$46,000		\$510	\$46,510	
B. 90% Design												
1 Project Management		2	2				2	\$980		\$10	\$990	
2 Update Basis of Design Report			2	4				\$1,080		\$20	\$1,100	
3 90% Drawings			8	20	40	28		\$14,880		\$150	\$15,030	
4 90% Specifications	7	2	4	12			4	\$3,640		\$40	\$3,680	
5 ADEC Application for Construction Approval	8		2	8	8		2	\$3,120		\$2,020	\$5,140	
6 Cost Estimate			4	8	16			\$4,480		\$50	\$4,530	
7 Design Review Meeting & Comment Response	3		2	2				\$730		\$10	\$740	
Subtotal Task B:		4	24	54	64	28	8	\$28,910		\$2,300	\$31,210	
C. 100% Design												
1 Project Management		2	2				2	\$980		\$10	\$990	
2 100% Drawings		2	4	8	8	8		\$4,900		\$50	\$4,950	
3 100% Specifications		2	2	4			4	\$1,860		\$20	\$1,880	
4 Bidding Assistance	10		2	8		4		\$2,360		\$30	\$2,390	
5 Conformed Documents	11		2	4		4		\$1,660		\$20	\$1,680	
Subtotal Task C:		6	12	24	8	16	6	\$11,760		\$130	\$11,890	
Total Hours:		14	74	184	162	84	20	n/a		n/a		
Total Costs:		\$2,940	\$14,060	\$32,200	\$23,490	\$12,180	\$1,800	\$86,670		\$2,940	\$89,610	
			TOTAL T&M, Not-to Exceed Basic Services Fee Amount:								\$89,610	
ADDITIONAL SERVICES												
D. Site Visit	18							\$3,800		\$1,100	\$4,900	

City & Borough of Wrangell Upper Reservoir Bypass Connection Design Civil Engineering Services - Fee Estimate May 2020	Footnotes	Principal	Rebecca Venot, PE Project Manager	Will Kemp, PE, Project Engineer	Staff Engineer/Surveyor II	Technician IV	Clerical Staff	Total CRW Labor	Subnotes	Misc. CRW Expenses	Task Totals
TASK	1	\$210	\$190	\$175	\$145	\$145	\$90			Cost x 1.10	

Footnotes:

- 1 Year 2020 standard rates are assumed for CRW labor.
- 2 Assumes that topographic and bathymetric surveys will be conducted on site by others
- 3 Assumes that design review meetings will be conducted via teleconference
- 4 Hydraulic model will confirm siphon conditions, including maximum vacuum force that pipe will need to withstand, and assist with locating air/vac structures.
- 5 Reduced scope to 50% and 90% deliverable to reduce review time during design and expedite overall schedule.
- 6 Geotechnical recommendations by S&W. S&W will develop spillway trenching details and associated specifications.
- 7 Specifications will be CSI-49 division using EJCDC general conditions with a CBW general contract (if desired), and customized supplementary conditions
- 8 ADEC construction approval will include the basis of design report, checklists, plans, and specifications. CRW will pay plan review fee and be reimbursed. Interim and final Approvals to Operate will be included under a subsequent construction administration task. FATO will require stamped record drawings, also assumed to be under a future task.
- 9 Environmental permitting by others, CRW will provide project narrative details and figures to permitting firm.
- 10 S&W will receive and respond to bidder questions, format addenda (if required). CRW will provide technical input only.
- 11 Any changes during bidding will be updated into a conformed document set.
- 12 Duration of the project will be approximately 6 months (May-November 2020)
- 13 One design package will be prepared for the project.
- 14 CRW Standard CAD format will be used
- 15 Survey will be completed by others.
- 16 CBW will complete each design review in 2 weeks or less.
- 17 All deliverables will be electronic only.
- 18 Two days, inclusive of travel, lodging, per diem, etc.

Preliminary Sheet List

Cover, Index, Vicinity Map, Sheet Layout
 Survey Control
 Supply Line Plan/Profile 1
 Supply Line Plan/Profile 2
 Upper Reservoir Connection Plan/Profile
 Details (air relief, trench, thrust block)
 Details (priming station, etc.)
 Details (spillway trenching and siphon install)

Project: Wrangell Reservoir
R&M Engineering Project # Quote

Task Order: _____

	Principal	Civil Engineer Level 3	Civil Engineer Level 2	Civil Engineer Level 1	SR Engineering Tech- Mike Howell	Registered Land Surveyor- Review	3 MAN SURVEY	2 MAN SURVEY	Field Solo	Survey Technician			Total Hours Per Task	Total Cost Per Task
Hourly Rate	\$170.00	\$140.00	\$130.00	\$120.00	\$120.00	\$130.00	\$280.00	\$200.00	\$120.00	\$120.00				

Task Order Item														
Project Management					4	2							6	\$740.00
Task A- Topographic Survey														
Survey GPS Control					1	2	8			4			15	\$3,100.00
Survey Bathy-Orange					2		12			4			18	\$4,080.00
Survey Green					2		12						14	\$3,600.00
Survey Blue					2		60						62	\$17,040.00
Process topo					24	4							28	\$3,400.00
Survey Travel							16						16	\$4,480.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00
													0	\$0.00

Total Hours Per Personnel	0	0	0	0	35	8	108	0	0	8	0	0
Total Cost Per Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$4,200.00	\$1,040.00	\$30,240.00	\$0.00	\$0.00	\$960.00	\$0.00	\$0.00

Total Labor Hours	159
Total Labor Cost	\$36,440.00

Non Labor Hour Expenses	Rate	Quantity or People	Days	Nights	Amount
Cert to Plat	\$265.00				\$0.00
Boat Transport	\$800.00	1	2		\$1,600.00
Mileage and Fuel	\$3.00	200			\$600.00
Survey Equipment	\$300.00	8			\$2,400.00
Per Diem	\$64.40	3	12		\$2,318.40
Boat Housing	\$100.00	3	10		\$3,000.00
Work Skiff	\$0.00				\$0.00
					\$0.00
Total Non Labor Hour Expenses					\$9,918.40


Signature _____ Date 5/15/2020

Total Estimate	\$46,358.40
----------------	-------------

May 18, 2020

Rebecca Venot, PE
Civil Engineer
CRW Engineering Group, LLC
3940 Arctic Blvd, Ste. 300
Anchorage AK 99503

Regarding: Wrangell Dam Bypass Permitting Proposal

Dear Rebecca:

Thank you for seeking a proposal from Solstice Alaska Consulting (SolsticeAK) to assist with the preparation of permit applications for relocating the drinking water intake in Wrangell. Based on the information you provided, the City and Borough of Wrangell (CBW) is interested moving their water intake from the Lower Reservoir to the Upper Reservoir. The project would involve installing an intake in the Upper Reservoir, installing piping from the intake through the dam spillway and into the lower reservoir. The piping would then continue and connect to existing piping which connects to the Water Treatment Plant. Because the reservoirs are considered waters of the U.S. and because the waterline would run through wetlands, an U.S. Army Corps of Engineers' (USACE) is needed.

We expect the following tasks would be required to obtain the permit.

Task 1. Permit application. Assuming that the project would not fall under a Nationwide Permit and that there is no existing permit for the facility that could be modified, SolsticeAK would prepare a USACE Wetlands Permit application for the project. The permit package would include a request for a wetlands and waters of the U.S. jurisdictional determination from the USACE. It would also include a cover letter, PCN form, and project description (which includes project purpose and need, alternatives considered, potential impacts to wetlands, and how wetland impacts have been avoided, minimized, and mitigated). We would work with CRW on permitting figures that would accompany the permit application.

Permit application package would be delivered to the USACE electronically following one review by CRW and another by the CBW.

Task 2. Permitting Follow Up

SolsticeAK will provide permit application follow-up, including addressing agency questions, reviewing agency mitigation recommendations, and providing a written summary of required



minimization and mitigation measures to provide to the contractor once the permit is issued, as necessary.

Assumptions

The following points are assumed for this project. If the assumptions change, SolsticeAK may require a change in scope and budget to complete the project.

- No wetland delineation will be needed.
- No environmental document under the National Environmental Policy Act (NEPA) is included.
- No work to coordinate with the State Historic Preservation Office is needed. If additional work under the National Historic Preservation Act is needed regarding impacts to the dam, a contract modification would be needed.
- No travel to Wrangell will be needed.
- Engineering support or design-related issues/questions encountered through the permitting process will be addressed by CRW Engineering Group.
- CRW will provide permit application drawings as required. This may include the following:
 - Vicinity Map
 - Plan view of the entire project
 - Project components in relation to wetlands
 - Typical cross sections of project components (i.e. trench, pond, etc.)
- A routine permitting process is assumed. Addressing substantial controversy and/or detailed agency negotiations would be done as additional services.
- The project falls under an Individual USACE Permit.

We are ready to begin work now and could submit the permit application within one month of a Notice to Proceed, assuming permitting figures are supplied.

The estimated cost for the services described above will not exceed \$10,825. Work would be completed on a time and materials basis.

Sincerely,

Solstice Alaska Consulting, Inc.



Robin Reich

Attachment: Budget



COST ESTIMATE											
Solstice Alaska Consulting, Inc.				PROJECT TITLE: Wrangell Dam Bypass							
				TASK DESCRIPTION: Permitting						Date: 05.18.2020	
								PREPARED BY: R. Reich			
SUB-TASK DESCRIPTION		LABOR HOURS PER JOB CLASSIFICATION				INDIRECT					
		R. Reich	C. Connaker			Permit fees					Subtotal
Permit Acquisition											\$ -
Project Description		8	60								\$ 6,520
Permit Application		4	30			\$ -					\$ 3,260
Follow up											\$ -
Permit Stips Memo		1	10								\$ 1,045
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
											\$ -
TOTAL LABOR HOURS		13	100			Expenses	\$ -				
LABOR RATES (\$/HR)		\$125.00	\$92.00								
LABOR COSTS (\$)		\$1,625	\$9,200								\$10,825

Notes: Please see proposal dated May 15, 2020.



Date: May 2020

To: Amber Al-Haddad

Re: Upper Wrangell Dam Modifications Design, Wrangell, Alaska

STANDARD GENERAL TERMS AND CONDITIONS (ALL PURPOSE)

ARTICLE 1 – SERVICES OF SHANNON & WILSON

Shannon & Wilson's scope of work (Work) shall be limited to those services expressly set forth in its Proposal and is subject to the terms and conditions set forth herein.

Shannon & Wilson shall procure and maintain all business and professional licenses and registrations necessary to provide its services. Upon Client's request (and for additional compensation, if not already included in Shannon & Wilson's Proposal), Shannon & Wilson shall assist Client in attempting to obtain, or on behalf of Client and in Client's name attempt to obtain, those permits and approvals required for the project for which Shannon & Wilson's services are being rendered.

Client acknowledges, depending on field conditions encountered and subsurface conditions discovered, the number and location of borings, the number and type of field and laboratory tests, and other similar items, as deemed necessary by Shannon & Wilson in the exercise of due care, may need to be increased or decreased; if such modifications are approved by Client, Shannon & Wilson's compensation and schedule shall be equitably adjusted.

If conditions actually encountered at the project site differ materially from those represented by Client and/or shown or indicated in the contract documents, or are of an unusual nature which materially differ from those ordinarily encountered and generally recognized as inherent for the locality and character of the services provided for in Shannon & Wilson's scope of work, Shannon & Wilson's compensation and schedule shall be equitably adjusted.

Without increasing the scope of work, price, or schedule contained in Shannon & Wilson's Proposal, Shannon & Wilson may employ such subcontractors as Shannon & Wilson deems necessary to assist in furnishing its services.

If Shannon & Wilson's scope of work is increased or decreased by Client, Shannon & Wilson's compensation and schedule shall be equitably adjusted.

ARTICLE 2 – TIMES FOR RENDERING SERVICES

Shannon & Wilson shall perform its services in accordance with the schedule set forth in its Proposal.

If Shannon & Wilson's Proposal sets forth specific periods of time for rendering services, or specific dates by which services are to be completed, and such periods of time or dates are extended or delayed through no fault of Shannon & Wilson, Shannon & Wilson's compensation and schedule shall be equitably adjusted.

If Shannon & Wilson's schedule is increased or decreased by Client, Shannon & Wilson's compensation shall be equitably adjusted.

ARTICLE 3 – PAYMENTS TO SHANNON & WILSON

Invoices shall be prepared in accordance with Shannon & Wilson's standard invoicing practices and shall be submitted to Client by Shannon & Wilson monthly. The amount billed in each invoice shall be calculated as set forth in Shannon & Wilson's Proposal.

Unless Shannon & Wilson's Proposal contains a fixed lump-sum price, Shannon & Wilson's actual fees may exceed the estimate contained in its Proposal. Shannon & Wilson shall not exceed the estimate contained in its Proposal by more than ten percent (10%) without the prior written consent of Client; provided however, unless the Client authorizes additional funds in excess of the estimate contained in Shannon & Wilson's Proposal, Shannon & Wilson shall have no obligation to continue work on the project.

Invoices are due and payable within 30 days of receipt. If Client fails to pay Shannon & Wilson's invoice within 30 days after receipt, the amounts due Shannon & Wilson shall accrue interest at the rate of one and one-half percent (1.5%) per month (or the maximum rate of interest permitted by law, if less) after the 30th day. In addition, Shannon & Wilson may, after giving seven (7) days written notice to Client, suspend services under this Agreement until Shannon & Wilson has been paid in full.

If Client disputes Shannon & Wilson's invoice, only the disputed portion(s) may be withheld from payment, and the undisputed portion(s) shall be paid.

Records of Shannon & Wilson's direct and indirect costs and expenses pertinent to its compensation under this Agreement shall be kept in accordance with generally accepted accounting practices and applicable federal, state, or local laws and regulations. Upon request, such records shall be made available to Client for inspection on Shannon & Wilson's premises and copies provided to Client at cost.

ARTICLE 4 – CLIENT'S RESPONSIBILITIES

Client shall grant or obtain free access to the project site for all equipment and personnel necessary for Shannon & Wilson to perform its services.

ARTICLE 5 – STANDARD OF CARE / ABSENCE OF WARRANTIES / NO RESPONSIBILITY FOR SITE SAFETY OR CONTRACTOR'S PERFORMANCE

Standard of Care

The standard of care for all professional services performed or furnished by Shannon & Wilson under this Agreement shall be the skill and care ordinarily exercised by other members of Shannon & Wilson's profession, providing the same or similar services, under the same or similar circumstances, at the same time and locality as the services were provided by Shannon & Wilson. The construction, alteration, or repair of any object or structure by Shannon & Wilson shall be performed in a good and workmanlike manner in accordance with general industry standards, and conform to this Agreement. Shannon & Wilson warrants for one (1) year from substantial completion of the Work, all goods delivered hereunder shall be new and free from defects in material or workmanship, and shall conform to the specifications, drawings, or sample(s) specified or furnished, if any, and shall be merchantable and fit for their intended purpose(s).

Shannon & Wilson warrants that Shannon & Wilson has good and marketable title to all goods delivered hereunder, and that all goods delivered hereunder shall be free and clear of all claims of superior title, liens, and encumbrances of any kind.

Subsurface explorations and testing identify actual subsurface conditions only at those points where samples are taken, at the time they are taken. Actual conditions at other locations of the project site, including those inferred to exist between the sample points, may differ significantly from conditions that exist at the sampling locations. The passage of time or intervening causes may cause the actual conditions at the sampling locations to change as well.

Interpretations and recommendations made by Shannon & Wilson shall be based solely upon information available to Shannon & Wilson at the time the interpretations and recommendations are made.

Shannon & Wilson shall be responsible for the technical accuracy of its services, data, interpretations, and recommendations resulting therefrom, and Client shall not be responsible for discovering deficiencies therein. Shannon & Wilson shall correct any substandard work without additional compensation, except to the extent that such inaccuracies are directly attributable to deficiencies in Client-furnished information.

No Warranties

Shannon & Wilson makes no guarantees or warranties, express or implied, under this Agreement or otherwise, about Shannon & Wilson's professional services.

Client-Furnished Documents

Shannon & Wilson may use requirements, programs, instructions, reports, data, and information furnished by Client to Shannon & Wilson in performing its services under this Agreement. Shannon & Wilson may rely on the accuracy and completeness of requirements, programs, instructions, reports, data, and other information furnished by Client to Shannon & Wilson. Client shall, only to the fullest extent permitted by law, waive any claims against Shannon & Wilson and its subcontractors, and indemnify and hold Shannon & Wilson and its subcontractors harmless from any claims, liability, or expenses (including reasonable attorneys' fees and costs) arising from Shannon & Wilson's reliance on Client-furnished information, except to the extent of Shannon & Wilson's and its subcontractor's negligent or wrongful acts, errors, omissions, or breach of contract.

Site Damage

Shannon & Wilson shall take reasonable precautions to minimize damage to the project site, but it is understood by Client that, in the normal course of Shannon & Wilson's services, some project site damage may occur, and the correction of such damage is not part of this Agreement unless so stated in Shannon & Wilson's Proposal. Client shall, only to the fullest extent permitted by law, waive any claims against Shannon & Wilson and its subcontractors, and indemnify and hold Shannon & Wilson and its subcontractors harmless from any claims, liability, or expenses (including reasonable attorneys' fees and costs) arising from any project site damage caused by Shannon & Wilson, except to the extent of Shannon & Wilson's and its subcontractor's negligent or wrongful acts, errors, omissions, or breach of contract.

Buried Structures

If there are any buried structures and/or utilities on the project site where subsurface explorations are to take place, Client shall provide Shannon & Wilson with a plan showing their existing locations. Shannon & Wilson shall contact a utility locator service to request that they identify any public utilities. Shannon & Wilson shall use reasonable care and diligence to avoid contact with buried structures and/or utilities as shown. Shannon & Wilson shall not be liable for any loss or damage to buried structures and/or utilities resulting from inaccuracy of the plans, or lack of plans, or errors by the locator service relating to the location of buried structures and/or utilities. Client shall, only to the fullest extent permitted by law, waive any claims against Shannon & Wilson and its subcontractors, and indemnify, and hold Shannon & Wilson and its subcontractors harmless from any claims, liability, or expenses (including reasonable attorneys' fees and costs) arising from damage to buried structures and/or utilities caused by Shannon & Wilson's sampling, except to the extent of Shannon & Wilson's and its subcontractor's negligent or wrongful acts, errors, omissions, or breach of contract.

Aquifer Cross-Contamination

Despite the use of due care, unavoidable contamination of soil or groundwater may occur during subsurface exploration when drilling or sampling tools are advanced through a contaminated area, linking it to an aquifer, underground stream, or other hydrous body not previously contaminated and capable of spreading contaminants off the project site. Because Shannon & Wilson is powerless to totally eliminate this risk despite use of due care, and because sampling is an essential element of Shannon & Wilson's services, Client shall, only to the fullest extent permitted by law, waive any claims against Shannon & Wilson and its subcontractors, and indemnify and hold Shannon & Wilson and its subcontractors harmless from any claims, liability, or expenses (including reasonable attorneys' fees and costs) arising from cross-contamination caused by Shannon & Wilson's sampling, except to the extent of Shannon & Wilson's and its subcontractor's negligent or wrongful acts, errors, omissions, or breach of contract.

Opinions of Probable Construction Costs

If opinions of probable construction costs are included in Shannon & Wilson's Proposal, Shannon & Wilson's opinions of probable construction costs shall be made on the basis of its experience and qualifications and represent its judgment as a professional generally familiar with the industry. Opinions of probable construction costs are based, in part, on approximate quantity evaluations that are not accurate enough to permit contractors to prepare bids. Further, since Shannon & Wilson has no control over: the cost of labor, materials, equipment, or services furnished by others; the contractor's actual or proposed construction methods or methods of determining prices; competitive bidding; or market conditions, Shannon & Wilson cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of the components of probable construction cost prepared by Shannon & Wilson. If Client or any contractor wishes greater assurance as to probable construction cost, Client or contractor shall employ an independent cost estimator.

Review of Contractor's Shop Drawings and Submittals

If review of a contractor's shop drawings and submittals are included in Shannon & Wilson's Proposal, Shannon & Wilson shall review and take appropriate action on the contractor's submittals, such as shop drawings, product data, samples, and other data, which the contractor is required to submit, but solely for the limited purpose of checking for general overall conformance with Shannon & Wilson's design concept. This review shall not include a review of the accuracy or completeness of details, such as quantities; dimensions; weights or gauges; fabrication processes; construction means, methods, sequences or procedures; coordination of the work with other trades; or construction safety precautions, all of which are the sole responsibility of the contractor. Shannon & Wilson's review shall be conducted with reasonable promptness while allowing sufficient time, in Shannon & Wilson's judgment, to permit adequate review. Review of a specific item shall not be construed to mean that Shannon & Wilson has reviewed the entire assembly of which the item is a component. Shannon & Wilson shall not be responsible for any deviations by the contractor in the shop drawings and submittals from the construction documents, which are not brought to the attention of Shannon & Wilson by the contractor in writing.

Construction Observation

If construction observation is included in Shannon & Wilson's Proposal, Shannon & Wilson shall visit the project site at intervals Shannon & Wilson deems appropriate, or as otherwise agreed to in writing by Client and Shannon & Wilson, in order to observe and keep Client generally informed of the progress and quality of the work. Such visits and observations are not intended to be an exhaustive check or a detailed inspection of any contractor's work, but rather are to allow Shannon & Wilson, as a professional, to become generally familiar with the work in progress in order to determine, in general, whether the work is

progressing in a manner indicating that the work, when fully completed, will be in accordance with Shannon & Wilson's general overall design concept. Shannon & Wilson's authority shall be limited to observing, making technical comments regarding general overall compliance with Shannon & Wilson's design concept, and rejecting any work which it becomes aware of that does not comply with Shannon & Wilson's general overall design concept. Shannon & Wilson's acceptance of any non-conforming work containing latent defects or failure to reject any non-conforming work not inspected by Shannon & Wilson shall not impose any liability on Shannon & Wilson or relieve any contractor from complying with their contract documents. All construction contractors shall be solely responsible for construction site safety, the quality of their work, and adherence to their contract documents. Shannon & Wilson shall have no authority to direct any contractor's actions or stop any contractor's work.

If Shannon & Wilson is not retained to provide construction observation of the implementation of its design recommendations, Client shall, only to the fullest extent permitted by law, waive any claims against Shannon & Wilson, and indemnify and hold Shannon & Wilson harmless from any claims, liability, or expenses (including reasonable attorneys' fees and costs) arising from the implementation of Shannon & Wilson's design recommendations, except to the extent of Shannon & Wilson's and its subcontractor's negligent or wrongful acts, errors, omissions, or breach of contract.

No Responsibility for Site Safety

Except for its own subcontractors and employees, Shannon & Wilson shall not: supervise, direct, have control over, or authority to stop any contractor's work; have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by any contractor; be responsible for safety precautions and programs incident to any contractor's work; or be responsible for any failure of any contractor to comply with laws and regulations applicable to the contractor, all of which are the sole responsibility of the construction contractors. This requirement shall apply continuously, regardless of time or place, and shall in no way be altered because a representative of Shannon & Wilson is present at the project site performing his/her duties. Notwithstanding anything to the contrary, Shannon & Wilson shall never be deemed to have assumed responsibility for the project's site safety by either contract or conduct. No act or direction by Shannon & Wilson shall be deemed the exercise of supervision or control of any contractor's employees or the direction of any contractor's performance. Any direction provided by Shannon & Wilson shall be deemed solely to ensure the contractor's general overall compliance with Shannon & Wilson's design concept.

No Responsibility for Contractor's Performance

Except for its own subcontractors and employees, Shannon & Wilson shall not be responsible for safety precautions, the quality of any contractor's work, or any contractor's failure to furnish or perform their work in accordance with their contract documents.

Except Shannon & Wilson's own employees and its subcontractors, Shannon & Wilson shall not: be responsible for the acts or omissions of any contractor, subcontractor or supplier, or other persons at the project site, or otherwise furnishing or performing any work; or for any decision based on interpretations or clarifications of Shannon & Wilson's design concept given without the consultation and concurrence of Shannon & Wilson.

Approval of Contractor's Applications for Payment

If approval of a contractor's applications for payment are included in Shannon & Wilson's Proposal, Shannon & Wilson shall review the amounts due the contractor and issue a recommendation about payment to Client. Shannon & Wilson's review and approval shall be limited to an evaluation of the general progress of the work and the information contained in the contractor's application for payment and a representation by Shannon & Wilson that to the best of the Shannon & Wilson's knowledge, the contractor has performed work for which payment has been requested, subject to further testing and inspection upon substantial completion. The issuance of a recommendation for payment shall not be construed as a representation that: Shannon & Wilson has made an exhaustive check or a detailed or continuous inspection check of the quality or quantity of the contractor's work; approved the contractors means, methods, sequences, procedures, or safety precautions; or that contractor's subcontractors, laborers, and suppliers have been paid.

ARTICLE 6 – CONFIDENTIALITY AND USE OF DOCUMENTS

Confidentiality

Shannon & Wilson agrees to keep confidential and to not disclose to any person or entity (other than Shannon & Wilson's employees and subcontractors), without the prior consent of Client, all information furnished to Shannon & Wilson by Client or learned by Shannon & Wilson as a result of its work on the project; provided however, that these provisions shall not apply to information that: is in the public domain through no fault of Shannon & Wilson; was previously known to Shannon & Wilson; or was independently acquired by Shannon & Wilson from third-parties who were under no obligation to Client to keep said information confidential. This paragraph shall not be construed to in any way restrict Shannon & Wilson from making any disclosures required by law. Client agrees that Shannon & Wilson may use and publish Client's name and a general description of Shannon & Wilson's services with respect to the project in describing Shannon & Wilson's experience and qualifications to others.

Copyrights and Patents – Shannon & Wilson shall indemnify, hold harmless, and defend Client from any and all actions, damages, demands, expenses (including reasonable attorneys' fees and costs), losses, and liabilities arising out of any claims that any goods or services furnished by Subcontractor infringe any patent, trademark, trade name, or copyright.

Use of Documents

All documents prepared by Shannon & Wilson are instruments of service with respect to the project, and Shannon & Wilson shall retain a copyrighted ownership and property interest therein (including the right of reuse) whether or not the project is completed.

Shannon & Wilson grants to Client a non-exclusive, irrevocable, unlimited, royalty-free license to use any documents prepared by Shannon & Wilson for Client. Client may make and retain copies of such documents for their information and use. Such documents are not intended or represented to be suitable for reuse by Client, or others, after the passage of time, on extensions of the project, or on any other project. Any such reuse without written verification or adaptation by Shannon & Wilson, as appropriate for the specific purpose intended, shall be at Client's sole risk, and Client shall, only to the fullest extent permitted by law, waive any claims against Shannon & Wilson and its subcontractors, and indemnify and hold Shannon & Wilson and its subcontractors harmless from any claims, liability, or expenses (including reasonable attorneys' fees and costs) arising from such reuse, except to the extent of Shannon & Wilson's and its subcontractor's negligent or wrongful acts, errors, omissions, or breach of contract. Any verification or adaptation of the documents for extensions of the project or for any other project by Shannon & Wilson shall entitle Shannon & Wilson to additional compensation to be agreed upon by Client and Shannon & Wilson.

Copies of documents that may be relied upon by Client are limited to the printed copies (also known as hard copies) that are signed or sealed by Shannon & Wilson. Text, data, or graphics files in electronic media format are furnished solely for the convenience of Client. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

Because data stored in electronic media can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving an electronic file agrees that it shall perform acceptance tests or procedures within 60 days after its receipt, after which, unless notice of any errors are given in writing to the delivering party, the receiving party shall be deemed to have accepted the data thus transferred. Any errors reported within the 60-day acceptance

period shall be corrected by the party delivering the electronic files at their sole expense. Shannon & Wilson shall not be responsible for maintaining documents stored in electronic media format after acceptance by Client.

When transferring documents in electronic media format, neither Client nor Shannon & Wilson makes any representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used for the document's creation.

ARTICLE 7 - INSURANCE

Shannon & Wilson shall purchase and maintain during the term of this contract, the following insurance coverage at its sole expense:

Commercial General Liability - \$1,000,000 each occurrence/\$2,000,000 annual aggregate Bodily Injury/Property Damage Combined Single Limit including Blanket Contractual Liability, Broad Form Products and Completed Operations, Explosion/Collapse/Underground (XCU) Exposures, and Washington Stop Gap coverage.

Auto Liability - \$1,000,000 Bodily Injury/Property Damage Combined Single Limit including Owned, Hired, and Non-Owned Liability coverage.

Umbrella Liability - \$10,000,000 Bodily Injury/Property Damage combined Single Limit in excess of Commercial General Liability, Auto Liability, and Employers' Liability.

Workers' Compensation - Statutory in monopolistic states and \$500,000 per accident/\$500,000 per disease/\$500,000 disease policy aggregate Employers' Liability in non-monopolistic including if applicable, U.S. Longshore & Harbor Workers coverage.

Professional Liability - \$5,000,000 per claims/\$5,000,000 annual aggregate for professional errors and omissions including Pollution Liability coverage.

If requested in writing by Client, Shannon & Wilson shall name Client as an additional insured on its Commercial General Liability policy.

If requested in writing by Client, Shannon & Wilson shall deliver to Client certificates of insurance evidencing such coverage. Such certificates shall be furnished before commencement of Shannon & Wilson's services.

Client shall cause Shannon & Wilson and its subcontractors to be listed as additional insureds on any Commercial General Liability insurance carried by Client that is applicable to the project.

Client shall require the project owner to require the general contractor on the project to purchase and maintain Commercial General Liability, Automobile Liability, Workers Compensation, and Employers Liability insurance, with limits no less than set forth above, and to cause Shannon & Wilson and its subcontractors to be listed as additional insureds on that Commercial General Liability insurance. Client shall require the project owner include the substance of this paragraph in the prime construction contract.

All insurance policies shall contain a waiver of subrogation.

ARTICLE 8 - HAZARDOUS ENVIRONMENTAL CONDITIONS

Disclosure of the Existence of Hazardous Environmental Conditions

Client has disclosed to Shannon & Wilson all data known to Client concerning known or suspected hazardous environmental conditions, including but not limited to, the existence of all asbestos, PCBs, petroleum, hazardous waste, or radioactive material, if any, located at or near the project site, including its type, quantity, and location, or has represented to Shannon & Wilson that, to the best of Client's knowledge, no hazardous environmental conditions exist at or near the project site.

If any hazardous environmental condition is encountered or believed to exist, Shannon & Wilson shall notify Client and, to the extent required by applicable laws and regulations, the project site owner, and appropriate governmental officials.

Disposal of Non-Hazardous Samples and Hazardous or Toxic Substances

All substances on, in, or under the project site, or obtained from the project site as samples or as byproducts (e.g., drill cuttings and fluids) of the sampling process are the project site owner's property. Shannon & Wilson shall preserve such samples for forty-five (45) calendar days after Shannon & Wilson's issuance to Client of the final instrument of service that relates to the data obtained from them. Shannon & Wilson shall dispose of all non-hazardous samples and sampling process byproducts in accordance with applicable law; provided however, any samples or sampling process byproducts that are, or are believed to be, affected by regulated contaminants shall be packaged by Shannon & Wilson in accordance with applicable law, and turned over to Client or left on the project site. Shannon & Wilson shall not transport store, treat, dispose of, or arrange for the transportation, storage, treatment, or disposal of, any substances known, believed, or suspected to be affected by regulated contaminants, nor shall Shannon & Wilson subcontract for such activities.

Shannon & Wilson shall, at Client's request (and for additional compensation, if not already included in Shannon & Wilson's Proposal), help Client or the project site owner identify appropriate alternatives for transportation, storage, treatment, or disposal of such substances, but Shannon & Wilson shall not make any independent determination about the selection of a transportation, storage, treatment, or disposal facility.

Client or the project site owner shall sign all manifests for the transportation, storage, treatment, or disposal of substances affected by regulated contaminants; provided however, notwithstanding any other provisions of this Agreement to the contrary if Client directs Shannon & Wilson, Shannon & Wilson's employees, or Shannon & Wilson's agents to sign such manifests and/or to hire for Client or the project site owner a contractor to transport store, treat, or dispose of the contaminated substances, Shannon & Wilson shall do so only as Client's disclosed agent.

Contaminated Equipment and Consumables

Client shall reimburse Shannon & Wilson for the cost of decontaminating field or laboratory equipment that is contaminated by regulated materials encountered at the project site and for the cost of disposal and replacement of contaminated consumables. In some instances, the cost of decontamination may exceed the fair market value of the equipment, were it not contaminated, together with the cost of properly transporting and disposing of the equipment. In such instances, Shannon & Wilson will notify Client and give Client the option of paying for decontamination or purchasing the equipment at its fair market value immediately prior to contamination. If Client elects to purchase equipment, Client and Shannon & Wilson will enter into a specific agreement for that purpose. Any equipment that cannot be decontaminated shall be considered a consumable.

Client's Liability for Hazardous or Toxic Materials

Except to the extent caused by Shannon & Wilson's and its subcontractor's negligent or wrongful acts, errors, omissions, or breach of contract, and only to the maximum extent permitted by law, Client shall: indemnify and hold harmless Shannon & Wilson, its subcontractors and their partners, officers, directors, employees, and agents; from and against any and all actions (whether sounding in tort, contract (express or implied), warranty (express or implied), statutory liability, strict liability, or otherwise), claims (including, but not limited to, claims for bodily injury, death, property damage (including bodily injury, death, or

property damage to Shannon & Wilson's own employees), or arising under CERCLA, MTCA, or similar federal, state, or local environmental laws, costs, damages (including without limitation, economic, non-economic, general, special, incidental, consequential), demands, expenses (including, but not limited to, reasonable attorneys' fees and costs of defense), fines, judgments, liens, liabilities, and penalties of any kind whatsoever; arising from the arrangement for and/or ownership, operation, generation, labeling, transportation, storage, disposal, treatment, release, or threatened release of any hazardous or toxic materials, as defined by CERCLA, MTCA, or similar federal, state, or local environmental laws, on and/or from the project site.

ARTICLE 9 - ALLOCATION OF RISK

Indemnification of Client

To the maximum extent permitted by law, Shannon & Wilson shall: indemnify and hold harmless Client, its appointed and elected officials, partners, officers, directors, employees, and agents; from and against any and all actions (whether sounding in tort, contract (express or implied), warranty (express or implied), statutory liability, strict liability, or otherwise), claims (including, but not limited to, claims for bodily injury, death, property damage, (including bodily injury, death, or property damage to Shannon & Wilson's own employees) or arising under CERCLA, MTCA, or similar federal, state, or local environmental laws), costs, damages (including without limitation, economic, non-economic, general, special, incidental, consequential), demands, expenses (including, but not limited to, reasonable attorneys' fees and costs of defense), fines, judgments, liens, liabilities, and penalties of any kind whatsoever; arising from the negligent or wrongful acts, errors, or omissions, or breach of contract or warranty express or implied, by Shannon & Wilson or any of its subcontractors; but only to the extent of Shannon & Wilson's and its subcontractor's relative degree of fault. In furtherance of these obligations, and only with respect to Client, its appointed and elected officials, partners, officers, directors, employees and agents, Shannon & Wilson waives any immunity it may have or limitation on the amount or type of damages imposed under any industrial insurance, worker's compensation, disability, employee benefit, or similar laws. Shannon & Wilson acknowledges that this waiver of immunity was mutually negotiated.

Limitation of Shannon & Wilson's Liability

A. Total Liability Limited to Insurance Proceeds

Notwithstanding any other provisions of this Agreement, and only to the maximum extent permitted by law, the total liability, in the aggregate, of Shannon & Wilson, its subcontractors, and their partners, officers, directors, employees, agents and, or any of them, to Client and/or anyone claiming by, through, or under Client, for any and all actions (whether sounding in tort, contract (express or implied), warranty (express or implied), statutory liability, strict liability, or otherwise), claims (including, but not limited to, claims for bodily injury, death, property damage, (including bodily injury, death, or property damage to Shannon & Wilson's own employees) or arising under CERCLA, MTCA, or similar federal, state, or local environmental laws), costs, damages (including without limitation, economic, non-economic, general, special, incidental, consequential), demands, expenses (including, but not limited to, reasonable attorneys' fees and costs of defense), fines, judgments, liens, liabilities, and penalties of any kind whatsoever, arising out of, resulting from, or in any way related to the project or this Agreement, shall be limited to the insurance proceeds payable on behalf of or to Shannon & Wilson by any insurance policies applicable thereto. If you are unwilling or unable to limit our liability in this manner, we will negotiate this limitation and its associated impact on our approach, scope of work, schedule, and price, with you. You must notify us in writing before we commence our work of your intention to negotiate this limitation and its associated impact on our approach, scope of work, schedule, and price. Absent your prior written notification to the contrary, we will proceed on the basis that our total liability is limited as set forth above.

B. Professional Liability Limited to \$50,000 or 10% of Fee

With respect to professional errors or omissions only, notwithstanding any other provisions of this Agreement, and only to the maximum extent permitted by law, the total liability, in the aggregate, of Shannon & Wilson, its subcontractors, and their partners, officers, directors, employees, agents, or any of them, to Client and/or anyone claiming by, through, or under Client, for any and all actions (whether sounding in tort, contract (express or implied), warranty (express or implied), statutory liability, strict liability, or otherwise), claims (including, but not limited to, claims for bodily injury, death, property damage (including bodily injury, death, or property damage to Shannon & Wilson's own employees) or arising under CERCLA, MTCA, or similar federal, state, or local environmental laws), costs, damages (including without limitation, economic, non-economic, general, special, incidental, consequential), demands, expenses (including, but not limited to, reasonable attorneys' fees and costs of defense), fines, judgments, liens, liabilities, and penalties of any kind whatsoever, arising out of, resulting from, or in any way related to the professional errors or omissions of Shannon & Wilson, its subcontractors, or their partners, officers, directors, employees, agents or, or any of them, shall not exceed the aggregate total amount of \$50,000.00, or ten percent (10%) of the total compensation actually paid to Shannon & Wilson under this Agreement, whichever is greater. If you are unwilling or unable to limit our professional liability to these sums, we will negotiate the amount of this limitation and its associated impact on our approach, scope of work, schedule, and price, with you. You must notify us in writing before we commence our work of your intention to negotiate the amount of this limitation and its associated impact on our approach, scope of work, schedule, and price. Absent your prior written notification to the contrary, we will proceed on the basis that our total professional liability is limited to \$50,000.00 or ten percent (10%) of the total compensation actually paid to Shannon & Wilson under this Agreement, whichever is greater.

ARTICLE 10 – MISCELLANEOUS

Termination

This Agreement may be terminated without further obligation or liability by either party, with or without cause (for convenience), upon 30 days prior written notice to the other. Shannon & Wilson shall be entitled to compensation for all services performed prior to the termination of this Agreement. This Agreement may be terminated by the non-breaching party upon any breach of this Agreement that remains uncured after 10 days notice to the breaching party by the non-breaching party. Upon payment of all amounts due Shannon & Wilson, Client shall be entitled to copies of Shannon & Wilson's files and records pertaining to services performed prior to the termination of this Agreement.

Successors, Assigns, and Beneficiaries

This Agreement shall be binding upon each party's assigns, successors, executors, administrators, and legal representatives.

Neither Client nor Shannon & Wilson may assign or transfer any rights under or interest in this Agreement without the written consent of the other. No assignment shall release or discharge the assignor from any duty or responsibility under this Agreement.

Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or Shannon & Wilson to any third-party. All duties and responsibilities undertaken under this Agreement shall be for the sole and exclusive benefit of Client and Shannon & Wilson. There are no intended third-party beneficiaries. Notwithstanding the foregoing, should a court find a third-party to be a beneficiary of this Agreement, it is the intent of the parties that the judicially created third-party beneficiary be bound by and subject to all of the terms and conditions of this Agreement.

Jurisdiction, Venue, and Choice of Law

Any applicable Statute of Limitation shall be deemed to commence running on the date which the claimant knew, or should have known, of the facts giving rise to their claims, but in no event later than the date of substantial completion of Shannon & Wilson's services under this Agreement. To the maximum extent permitted by law, as a condition precedent to commencing a judicial proceeding, a party shall give written notice of their claims, including all amounts claimed,

and the factual basis for their claims, to the other party within one (1) year of when the claimant knew, or should have known, of the facts giving rise to such claims, but in no event later than one (1) year from the date of substantial completion of Shannon & Wilson’s services under this Agreement. As a condition precedent to commencing a judicial proceeding, a party shall first submit their claims to non-binding mediation through and in accordance with the rules of the American Arbitration Association.

This Agreement shall be construed in accordance with and governed by the laws (except choice and conflict of law provisions) of the state in which the Project is located.

Any judicial action shall be brought in the state in which the Project is located.

Attorneys’ Fees

Should any dispute or claims arise out of this Agreement, whether sounding in tort, contract (express or implied), warranty (express or implied), statutory liability, strict liability, or otherwise, the prevailing party shall be entitled to an award of their reasonable attorneys’ fees and costs, including upon appeal and in the enforcement of any judgment. Should neither party prevail on all of their claims or receive all of the relief they sought, then the substantially prevailing party shall be awarded their reasonable attorneys’ fees and costs, including upon appeal and in the enforcement of any judgment.

Waiver

A waiver of any of the terms and conditions or breaches of this Agreement shall not operate as a subsequent waiver.

Headings

The headings used in this agreement are for general ease of reference only. They have no meaning and are not part of this Agreement.

Integration

This Agreement, together with all attachments hereto, are incorporated by reference into each other, and supercede all prior written and oral discussions, representations, negotiations, and agreements on the subject matter of this Agreement and represent the parties’ complete, entire, and final understanding of the subject matter of this Agreement.

Survival

Notwithstanding completion or termination of this Agreement for any reason, all representations, warranties, limitations of liability, and indemnification obligations contained in this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.

Severability

If any of the terms or conditions of this Agreement are found to be void or unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect, and the court shall attempt to judicially reform the void or unenforceable provisions to the maximum extent possible, consistent with the original intent expressed in the provisions, to render it valid and enforceable. If the court is unable to reform the provisions to render it valid and enforceable, the court shall strike only that portion which is invalid or unenforceable, and this Agreement shall then be construed without reference to the void or unenforceable provisions.



Date: May 2020

To: Amber Al-Haddad

IMPORTANT INFORMATION ABOUT YOUR GEOTECHNICAL/ENVIRONMENTAL PROPOSAL

More construction problems are caused by site subsurface conditions than any other factor. The following suggestions and observations are offered to help you manage your risks.

HAVE REALISTIC EXPECTATIONS.

If you have never before dealt with geotechnical or environmental issues, you should recognize that site exploration identifies actual subsurface conditions at those points where samples are taken, at the time they are taken. The data derived are extrapolated by the consultant, who then applies judgment to render an opinion about overall subsurface conditions; their reaction to construction activity; appropriate design of foundations, slopes, impoundments, and recovery wells; and other construction and/or remediation elements. Even under optimal circumstances, actual conditions may differ from those inferred to exist, because no consultant, no matter how qualified, and no subsurface program, no matter how comprehensive, can reveal what is hidden by earth, rock, and time.

DEVELOP THE SUBSURFACE EXPLORATION PLAN WITH CARE.

The nature of subsurface explorations—the types, quantities, and locations of procedures used—in large measure determines the effectiveness of the geotechnical/environmental report and the design based upon it. The more comprehensive a subsurface exploration and testing program, the more information it provides to the consultant, helping to reduce the risk of unanticipated conditions and the attendant risk of costly delays and disputes. Even the cost of subsurface construction may be lowered.

Developing a proper subsurface exploration plan is a basic element of geotechnical/environmental design, which should be accomplished jointly by the consultant and the client (or designated professional representatives). This helps the parties involved recognize mutual concerns and makes the client aware of the technical options available. Clients who develop a subsurface exploration plan without the involvement and concurrence of a consultant may be required to assume responsibility and liability for the plan's adequacy.

READ GENERAL CONDITIONS CAREFULLY.

Most consultants include standard general contract conditions in their proposals. One of the general conditions most commonly employed is to limit the consulting firm's liability. Known as a "risk allocation" or "limitation of liability," this approach helps prevent problems at the beginning and establishes a fair and reasonable framework for handling them, should they arise.

Various other elements of general conditions delineate your consultant's responsibilities. These are used to help eliminate confusion and misunderstandings, thereby helping all parties recognize who is responsible for different tasks. In all cases, read your consultant's general conditions carefully and ask any questions you may have.

HAVE YOUR CONSULTANT WORK WITH OTHER DESIGN PROFESSIONALS.

Costly problems can occur when other design professionals develop their plans based on misinterpretations of a consultant's report. To help avoid misinterpretations, retain your consultant to work with other project design professionals who are affected by the geotechnical/environmental report. This allows a consultant to explain report implications to design professionals affected by them, and to review their plans and specifications so that issues can be dealt with adequately. Although some other design professionals may be familiar with geotechnical/environmental concerns, none knows as much about them as a competent consultant.

OBTAIN CONSTRUCTION MONITORING SERVICES.

Most experienced clients also retain their consultant to serve during the construction phase of their projects. Involvement during the construction phase is particularly important because this permits the consultant to be on hand quickly to evaluate unanticipated conditions, to conduct additional tests if required, and when necessary, to recommend alternative solutions to problems. The consultant can also monitor the geotechnical/environmental work performed by contractors. It is essential to recognize that the construction recommendations included in a report are preliminary, because they must be based on the assumption that conditions revealed through selective exploratory sampling are indicative of actual conditions throughout a site.

Because actual subsurface conditions can be discerned only during earthwork and/or drilling, design consultants need to observe those conditions in order to provide their recommendations. Only the consultant who prepares the report is fully familiar with the background information needed to determine whether or not the report's recommendations are valid. The consultant submitting the report cannot assume responsibility or liability for the adequacy of preliminary recommendations if another party is retained to observe construction.

REALIZE THAT ENVIRONMENTAL ISSUES MAY NOT HAVE BEEN ADDRESSED.

If you have requested only a geotechnical engineering proposal, it will not include services needed to evaluate the likelihood of contamination by hazardous materials or other pollutants. Given the liabilities involved, it is prudent practice to always have a site reviewed from an environmental viewpoint. A consultant cannot be responsible for failing to detect contaminants when the services needed to perform that function are not being provided.

ONE OF THE OBLIGATIONS OF YOUR CONSULTANT IS TO PROTECT THE SAFETY, PROPERTY, AND WELFARE OF THE PUBLIC.

A geotechnical/environmental investigation will sometimes disclose the existence of conditions that may endanger the safety, health, property, or welfare of the public. Your consultant may be obligated under rules of professional conduct, or statutory or common law, to notify you and others of these conditions.

RELY ON YOUR CONSULTANT FOR ADDITIONAL ASSISTANCE.

Your consulting firm is familiar with several techniques and approaches that can be used to help reduce risk exposure for all parties to a construction project, from design through construction. Ask your consultant, not only about geotechnical and environmental issues, but others as well, to learn about approaches that may be of genuine benefit.

The preceding paragraphs are based on information provided by the
ASFE/Association of Engineering Firms Practicing in the Geosciences, Silver Spring, Maryland

CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda Section</u>	13

Approval of a Professional Services Agreement with R&M Engineering - Ketchikan for Land Development Survey Services in the Amount of \$154,775

SUBMITTED BY:

Carol Rushmore, Economic Development
Lisa Von Bargen, Borough Manager

FISCAL NOTE:

Expenditure Required: \$154,775 Total

FY 20: \$	FY 21: \$154,775	FY22: \$
-----------	---------------------	----------

Amount Budgeted:

FY21 \$165,000

Account Number(s):

50000 000 7510

Account Name(s):

Residential Development Fund

Unencumbered Balance(s) (prior to expenditure):

\$165,000

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Cost Proposal for the Institute property; 2. Cost Proposal for former Byford's property; 3. Cost Proposal for Etolin Ave/Pine Street property; 4. Memo to Assembly; 5. Institute Property Preferred Alternative

RECOMMENDATION MOTION:

Move to Approve a Professional Services Agreement with R&M Engineering - Ketchikan for Land Development Survey Services in the Amount of \$154,775.

SUMMARY STATEMENT:

Staff have been working with R&M Engineering – Ketchikan to develop a scope of work for survey design and subdivision platting of three parcels – Institute, Pine/Etolin, and the former Byford’s lot. Cost proposals for each land area are attached as well as the June 6 memo from staff which provides a status summary of survey design expectations for each parcel. Further discussions regarding wetland mitigation requirements and potential subdivision layout options continued to be discussed with R&M staff.

The Institute Master Plan designates Tract 2 and 3 as commercial, because when the Plan was created, these two tracts were adjacent to Tract 1 which was going to house ANSEP. Now that the ANSEP option is no longer being pursued, there was discussion with Trevor Sande about designing a subdivision for Block 1 and Tract 1, 2 and 3 for residential development. Since Planning and Zoning just developed a new residential/commercial zone for the Institute property, staff discussed the proposed residential expansion with the Planning and Zoning Commission at their June 11, 2020 meeting. The Commission felt that the Institute property is large enough that once full development occurs, there could still be a need for some commercial activity and unanimously moved to keep Tracts 2 and 3 as commercial and move forward with their draft zoning district as proposed.

Staff opinions vary whether to allow any commercial, and how much, within the Institute Property master plan development area, or to modify the size and location of the commercially designated area. The land area that is part of the current cost proposal (Block 1, Tracts 1-3) will have waterfront views and it may be more fitting to move the commercial area further south along the roadway in Block 2 or 3 and/or decrease the size of the potential future commercial development. The Master Plan will drive the locations of commercial land uses for this development, so if there are changes made to the designated commercial and residential tracts, those changes should be formally made as a modification to the Master Plan.

In addition to survey and design, the scope of work also includes wetlands permitting for the Institute property.

Project: R&M Engineering Project # Institute: Quote Task Order:

	Principal	Civil Engineer Level 3	Civil Engineer Level 2	Civil Engineer Level 1	Engineering Technician / Drafting	Registered Land Surveyor- Review	3 MAN SURVEY	2 MAN SURVEY	Field Solo	Survey Technician	Sr. Tech- Howell		Total Hours Per Task	Total Cost Per Task
Hourly Rate	\$170.00	\$140.00	\$130.00	\$120.00	\$110.00	\$130.00	\$280.00	\$200.00	\$130.00	\$120.00	\$120.00			

Task A- Topographic Survey/Retracement														
Project Management						4					4		8	\$1,000
Survey Research						4				4	2		10	\$1,240
Survey Fieldwork-Retracement						4	30			8	2		44	\$10,120
Survey Fieldwork-Topo							60			24			84	\$19,680
Create multiple concept plats for review		16			16								32	\$4,000
Survey Preliminary Plat (both phases)						2				40			42	\$5,060
Phase 1 Plat- Set Corners and Pull old ones						4		40			16		60	\$10,440
Phase 1 Final Plat						2					16		18	\$2,180
														\$53,720.00
Phase 2 Plat- Set Corners						4		32		12			48	\$8,360
Phase 2 Final Plat						2					16		18	\$2,180
														\$10,540.00
Task B - Wetlands Delineation														
Field Delineation / confirmation of Art Dunn's old work								24					24	\$4,800
Mapping and Field Report	4				16								20	\$2,440
Corp Permitting				16	24								40	\$4,560
														\$11,800.00
Task C - Utilities Design, Phase 1 & 2														
Water Line Design & Permitting	8			60									68	\$8,560
Sewer Line Design and Permitting	8			80										\$10,960
Roadway Grading and Drainage	8			80									88	\$10,960
Geotechnical Investigation of Roadway Centerlines	4	24			24									\$6,680
Assist Wrangell Power & Light with Pole Layout	2			16									18	\$2,260
Construction Cost Estimates / Phase Alternatives	12												12	\$2,040
														\$41,460.00

Total Hours Per Personnel	46	40	0	252	80	26	90	96	0	88	56	0
Total Cost Per Personnel	\$7,820	\$5,600	\$0	\$30,240	\$8,800	\$3,380	\$25,200	\$19,200	\$0	\$10,560	\$6,720	\$0

Total Labor Hours	774
Total Labor Cost	\$117,520.00

Non Labor Hour Expenses	Rate	Quantity or People	Days	Nights	Amount
Airfare	\$400.00	7			\$2,800.00
Local Housing	\$220.00	1	42		\$9,240.00
Misc Survey (Mons and Travel)	\$500.00	1			\$500.00
Survey Equipment	\$300.00	10			\$3,000.00
Per Diem	\$64.40	3	13		\$2,511.60
ATV	\$0.00				\$0.00
Work Skiff	\$0.00				\$0.00
Track Excavator Rental - Pothole Centerline	\$7,000.00	1			\$7,000.00
Total Non Labor Hour Expenses			\$25,051.60		

Signature: *Chris Piborn* Date: 6/9/2020

Total Estimate	\$142,571.60
----------------	--------------

Project: Lot 1, BLK 35, Wrangell Townsite Subd
R&M Engineering Project # 202729

Task Order: _____

[illegible][illegible]

Total Hours Per Personnel	0	0	0	0	0	2	0	8	0	14	0	0
Total Cost Per Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$260.00	\$0.00	\$1,600.00	\$0.00	\$1,680.00	\$0.00	\$0.00

Total Labor Hours	24
Total Labor Cost	\$3,540.00

Non Labor Hour Expenses	Rate	Quantity or People	Days	Nights	Amount
Air Fare	\$250.00				\$0.00
Local Transportation	\$250.00	1	1		\$250.00
Mileage and Gas	\$0.00				\$0.00
Survey Equipment	\$300.00	1			\$300.00
Per Diem	\$64.40	1	1		\$64.40
Excavator					\$0.00
Work Skiff	\$0.00				\$0.00
					\$0.00
Total Non Labor Hour Expenses			\$614.40		

Total Estimate	\$4,154.40
-----------------------	-------------------

Signature _____ Date 6/9/2020

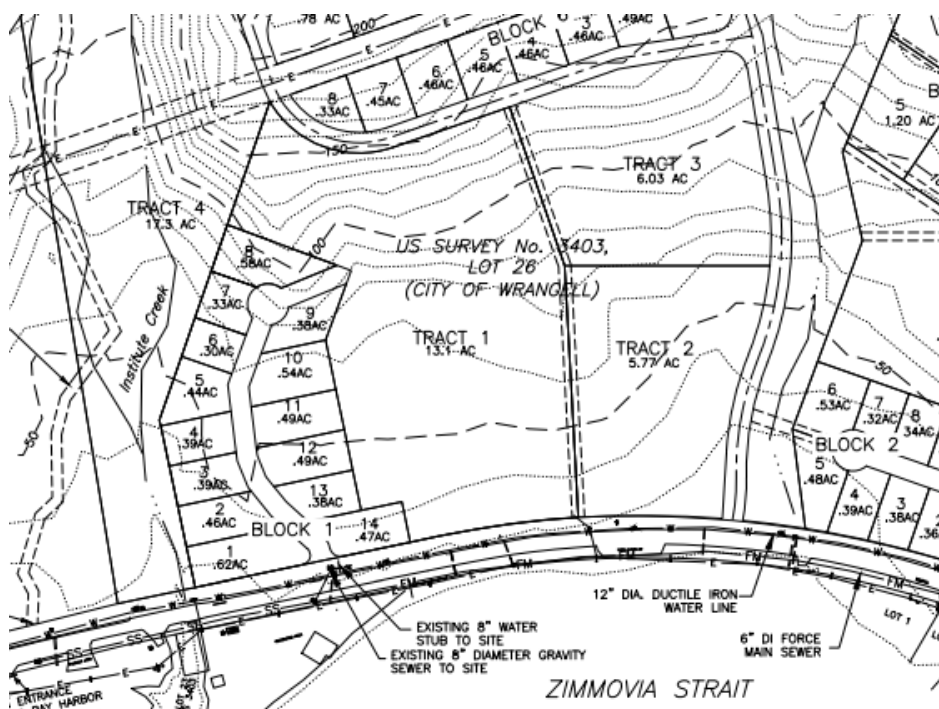
DATE: June 6, 2020
 TO: Mayor Prysunka and Borough Assembly Members
 FROM: Carol Rushmore, Economic Development Director
 Lisa Von Barga, Borough Manager
 Re: 2020 Residential Subdivision Survey Project: Institute Property, 4 Mile
 Zimovia Highway (Byford Property), Etolin Av/Pine St Property

Institute Property:

A teleconference with Trevor Sande, R&M Engineering – Ketchikan, was held on May 25, 2020 to discuss a draft Scope of Work for the subdivision design and survey of the Institute Property and for the Pine/Etolin parcel. An abbreviated Scope of Work and request for a cost proposal was presented to Mr. Sande on May 27, 2020. Mr. Sande provided a table top conceptual design which was discussed and modified but was the basis for the development of his initial cost proposal.

On Friday June 5, 2020 staff met with Mr. Sande in Wrangell to discuss the cost proposals for both sites and Scope of Work. Another table top subdivision design for the Institute property was provided by Mr. Sande to address questions of staff, provide alternative options, and to enable discussion for issues regarding access and utilities, wetland permitting and potential subdivision expansion.

The Institute Master Plan designates Tracts 2 and 3 of the approved Alternate Option A as Commercial. However, this was based on the fact that ANSEP might be located in Tract 1 and adjacent to Tracts 2 and 3.

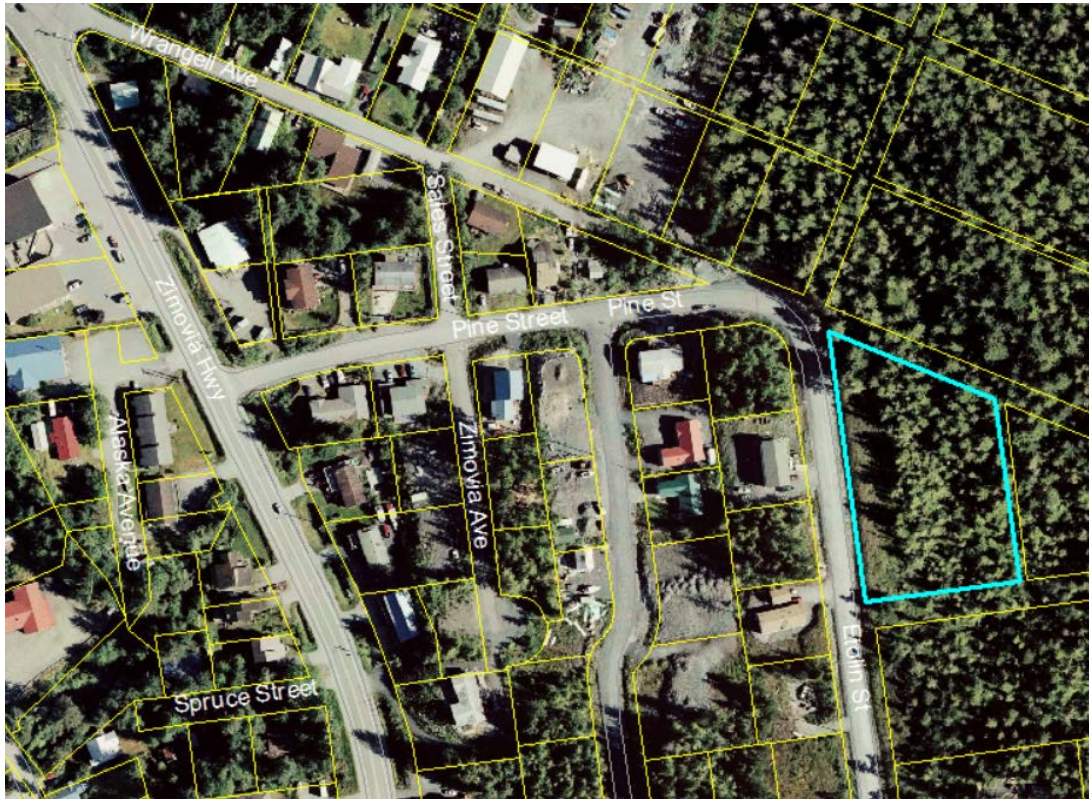


During discussion of costs for the survey and design of the land between the Institute Creek (Rainbow Falls) and the unnamed creek that bisects the Institute Property, it made more sense to combine all three tracts for residential development rather than include a small area for commercial and the potential for conflicting land uses. The additional cost is nominal to include Tracts 2 and 3 as part of the survey, topographical analysis, wetlands delineation and subdivision design. Doing this provides for economies of scale and will enable costs to be spread out over a greater number of lots. Mr. Sande was directed to provide an updated cost proposal for Tracts 1, 2 and 3 for residential subdivision development.

Administration is recommending the entirety of Tracts 1, 2 and 3 for residential subdivision development. Although the survey and design (and associated work) will be done up front, construction will need to occur in phases. Construction costs for the development of Phase 1 are initially estimated at just over \$2 million. This does not include compensatory wetlands mitigation. In discussions with Mr. Sande, the Corps of Engineers has adopted a strong preference for mitigation being satisfied by applicants purchasing credits from one of two SE Alaska mitigation banks. This allows projects to move forward much quicker as mitigation is a simple cash transaction. Working through the process of obtaining approval of a mitigation project by the COE is taking upward of two years. Mitigation credits are running about \$30,000 per acre. Tracts 1-3 include about 30 acres. That puts mitigation credits at about \$900,000. There is less wetland area in Tract 1, and more in Tracts 2 and 3. Mitigation in Tract 1 is estimated at \$400,000. Mr. Sande is also estimating about 40 lots in Tract 1, if the average lot size is 15,000 ft². Based on topography the lots will vary in size. If the construction and mitigation is about \$2.5 million, that puts the average cost per lot at \$62,500. Please remember, these are all estimates.

Etolin Ave/Pine St. Property:

Several years ago, Wrangell Medical Center was preparing a grant application for housing for medical staff on a block of City owned land (foreclosure property) at the corner of Pine Street and Etolin Ave. R&M Engineering – Ketchikan was providing topographical analysis and survey work to subdivide the property, as well as site engineering for the proposed fourplex. The project was put on hold due to financial concerns. Staff provided R&M Engineering with an abbreviated Scope of Work for a cost proposal to subdivide the block. It is a fairly simple subdivision that can provide three lots between 18,000-20,000 ft² with road frontage on Etolin Avenue. Please see the image below.



Four Mile Zimovia Highway Property (Byford):

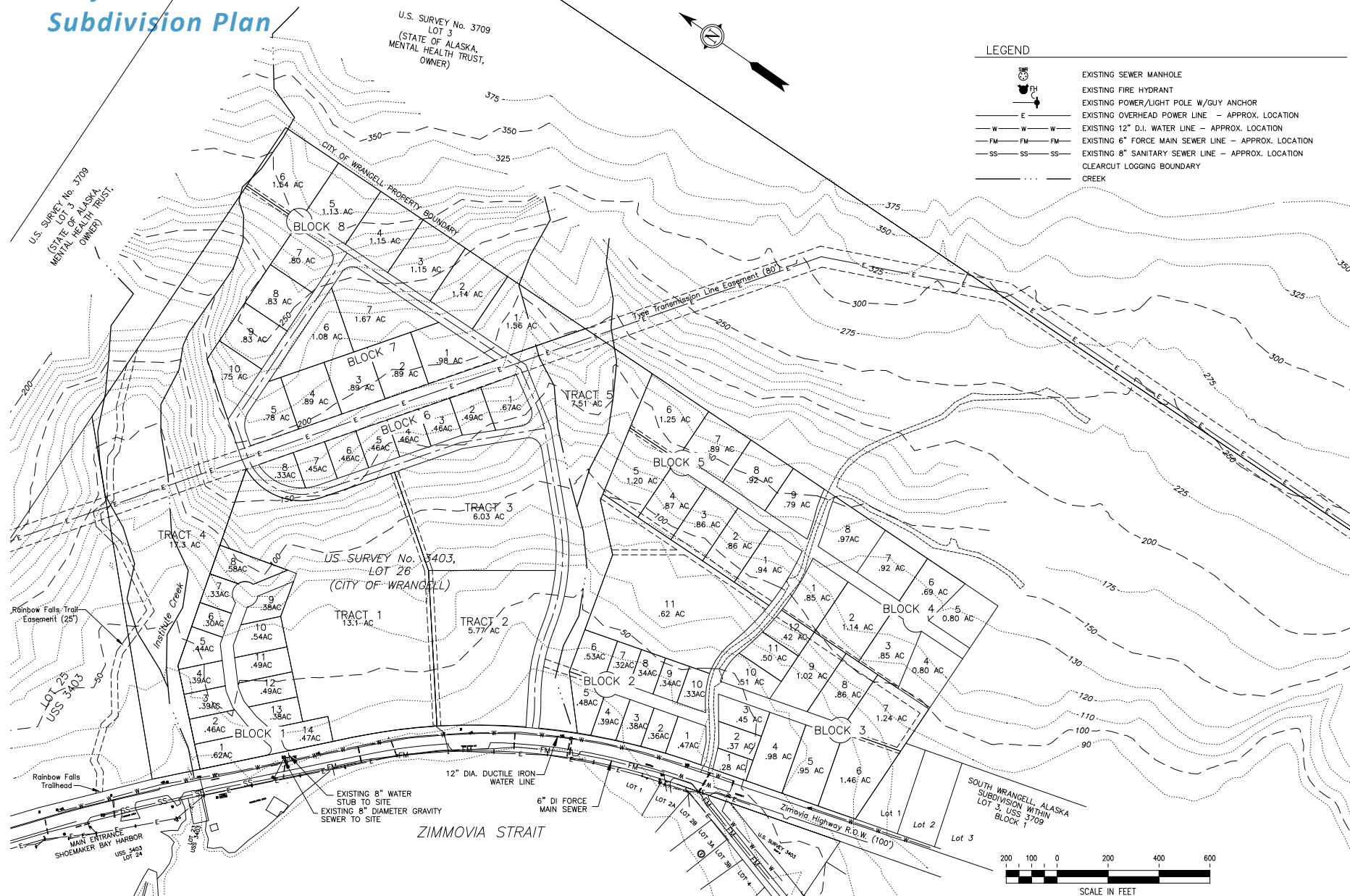
Staff also discussed with R&M Engineering the subdivision design and survey of the former Byford property at 4 Mile Zimovia Highway. One of the three landowners along Zimovia Highway has definitely requested purchase of the property behind his lot; another has voiced an interest but stated cost would be deciding factor; and the third has not responded to previous staff inquiries. Staff will make every effort to contact all three landowners again to confirm interest in the sale of the land behind them. The subdivision survey will combine the land behind the existing landowners into a single tract of land for them. Operating under the assumption all three adjacent land owners purchase the property behind them, the remaining property will be subdivided into two lots (a lower and upper lot). The lower lot will have significant road frontage. The upper lot will be flag-shaped, providing enough frontage for access and utility connection. Subdividing the property in this manner eliminates the need for any utility installation, or road access. Costs of the subdivision will be split among the interested landowners. If a landowner does not want to purchase the land behind their property, it will be added to the upper lot. Please see the picture below. The blue and pink lines represent the area likely to be acquired by existing adjacent property owners. The green lines represent the two proposed lots proposed for survey and sale.

The Planning and Zoning Commission has previously forwarded a recommendation to the Assembly to rezone the property from Light Industrial to Rural Residential because the surrounding uses are residential. The discussion about potential for condominiums, or tiny homes, came up and the zoning could be amended to allow for that under the Planned Unit Development code the Commission is working on.

Administration plans on bringing the survey contract to the Assembly on June 23rd.



**Preferred Master Plan: Alternative
Subdivision Plan**



CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	June 23, 2020
	<u>Agenda Section</u>	13

Approval to Accept the Resignation of Assembly Member, Mya DeLong from the Borough Assembly

SUBMITTED BY:

Kim Lane, Borough Clerk

FISCAL NOTE:

Expenditure Required: \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
-----------	-----------	----------

Amount Budgeted:

FY20 \$XXX	
------------	--

Account Number(s):

XXXXX XXX XXXX	
----------------	--

Account Name(s):

Enter Text Here	
-----------------	--

Unencumbered Balance(s) (prior to expenditure):

\$XXX	
-------	--

Reviews/Approvals/Recommendations

<input type="checkbox"/>	Commission, Board or Committee
Name(s)	
Name(s)	
<input type="checkbox"/>	Attorney
<input type="checkbox"/>	Insurance

ATTACHMENTS: 1. Resignation Letter from Assembly Member DeLong.

RECOMMENDATION MOTION:

Move to Accept the Resignation of Assembly Member Mya DeLong from the Borough Assembly and to direct the Borough Clerk to begin advertising for the Unexpired Term ending October 2020.

SUMMARY STATEMENT:

With the acceptance of the resignation from Assembly Member DeLong, the Clerk will begin advertising for the unexpired term that will end October 2020.

This seat will be on the upcoming Municipal Ballot as a 1-year unexpired term.

Mya DeLong
3.25 Zimovia Highway
PO Box 1736
Wrangell, AK 99929

June 8, 2020

City and Borough of Wrangell
205 Breuger Street
PO Box 531
Wrangell, AK 99929

Mayor Prysanka, City Council, City Manager, City Clerk, and Citizens of Wrangell:

The purpose of this letter is to formally resign my position as a City Council Member with the City and Borough of Wrangell. I served as a City Council Member since October 2018 and was extremely excited to put my energies into substantial positive change for our city.

I was very excited to be a part of bringing the SEARHC Hospital to Wrangell, helping with economic development through the Google 360 efforts, welcoming in a new police chief, and bringing new views to the council from the perspective of a business owner.

During my time of service, I slowly came to the realization that positive change is a difficult thing to implement in a culture resistant to transformation and determined to cling to that which is comfortable.

We are a small community being forced to deal with national and global issues, whether it is related to a pandemic or police brutality and racism. We are a community of diversity and we are only stronger by coming together during difficult times.

It is with regret that I resign my position as a member of the City Council. There are two willing candidates for open council positions, Ms. Ballou and Mr. Howe. I believe both candidates would do an excellent job serving on the City Council for the City and Borough of Wrangell. My hope is they will institute the change I hoped to make.

I would like to express my love for the community of Wrangell. I will still be a voice and advocate for critical issues as a concerned citizen of Wrangell. I appreciate my time of service on behalf of the citizens of Wrangell.

Sincerely,



Mya DeLong