



City and Borough of Wrangell  
2020-05-21 COVID-19 Update, Cruise Ships & Budget Work Session  
AGENDA

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Thursday, May 21, 2020  
5:30 PM

Location: By Teleconference

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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.

Please note that KSTK may or may not be broadcasting the Budget Work Sessions.

Please use the following information to teleconference into the Work Session to listen in only.

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

+1 346 248 7799

+1 301 715 8592

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And enter the Meeting ID: 907 874 2381

Then enter the Password: 99929

**1. ROLL CALL**

**2. PERSONS TO BE HEARD**

**3. CONFLICT OF INTEREST**

**4. WORK SESSION ITEMS**

- a. COVID-19 UPDATE
- b. Small Cruise Ship Discussion
- c. FY21 Solid Waste/Sanitation Fund Budget
- d. FY21 Wastewater (sewer) Fund Budget
- e. FY21 Water Fund Budget
- f. FY 21 Land Funds



## CITY & BOROUGH OF WRANGELL, ALASKA BOROUGH ASSEMBLY AGENDA STATEMENT

<u>AGENDA ITEM TITLE:</u>	<u>DATE:</u>	May 21, 2020
	<u>Agenda Section</u>	<b>13</b>

Small Cruise Ship Discussion

SUBMITTED BY:

Lisa Von Bargaen, Borough Manager

FISCAL NOTE:

**Expenditure Required:** \$XXX Total

FY 20: \$	FY 21: \$	FY22: \$
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**Amount Budgeted:**

	FY20 \$XXX	
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**Account Number(s):**

	XXXXXX XXX XXXX	
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**Account Name(s):**

	Enter Text Here	
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**Unencumbered Balance(s) (prior to expenditure):**

	\$XXX	
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Reviews/Approvals/Recommendations

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

ATTACHMENTS: 1. AML Letter on Behalf of Southeast Cruise Ports

**RECOMMENDATION MOTION:**

None. Work session discussion only.

**SUMMARY STATEMENT:**

This is an opportunity for the Assembly to discuss how to address the possibility of small cruise ships calling on Wrangell this summer. One cruise company, American Cruise, has indicated they may be in Southeast as soon as late June. Staff believes we will have had a phone call with

representatives of the company on Thursday afternoon prior to the work session. Hopefully there will be an update.

The cruise ports of Southeast have been meeting (organized through AML) as a group, and in initial discussions with industry. Attached is a draft position letter from the collective group intended to go out to the industry and the State. Wrangell will need to determine if this is an official position to adopt. Basically, it calls for a moratorium on small ship cruising until a set of protocols jointly agreed upon by industry and the communities can be adopted and implemented.

There will also be time for public comment at this work session so the Assembly can understand how individuals and businesses are feeling about the situation.



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Item b.

## Memo: Southeast Municipal Approach to Small Cruise Ship Travel During COVID-19

May 19, 2020

AML's Southeast members have been proactively working to address the public health emergency and economic crisis in their communities and region. Municipal officials have met regularly to discuss mitigation strategies, the fishing industry, and most recently cruise ship travel. Throughout there has been a clear sense of regional unity and concern, even as all have been committed to collaboration with industry and the State.

Municipal officials are responsible for public safety in their communities. Efforts to flatten the curve have been largely successful at limiting cases in communities, and interstate travel restrictions that require quarantine continue to limit potential new cases. If and when these restrictions are removed, and as economic recovery occurs, municipalities recognize that there will need to be procedures in place to support both public health and business activity.

The general sentiment from AML members has been to prioritize public health. Many communities have and may continue to have quarantine requirements for visitors, and/or will take extra precautions to limit community exposure. A small working group of Southeast port communities, within AML, has been established to help address questions and concerns, and to work more closely with the industry.

Municipal officials have identified a number of questions and concerns they share, as well as an initial list of expectations to be considered.

When it comes to small cruise ship travel, a working group of municipal leaders met with industry stakeholders recently and discussed some of our shared priorities. These focused on two areas: 1) operational mitigation efforts and 2) community response. Things like testing and health-checks of passengers, social distancing measures, and sanitation were addressed in many operational planning documents. Below are some expectations for operational safety that have been articulated by AML members:

1. Testing to occur regularly
2. Temperature taking/checking throughout the voyage/itinerary
3. Potential to limit capacity on board
4. Vulnerable population tracking and support
5. Employee and passenger face coverings on voyage and onshore
6. Protocols in place for disembarking crew

Community response questions, however, have been left unanswered. Tour companies operating in Southeast need to be able to address – or work with the State to address – the resources necessary to move passengers (and family members) off ships and between communities to appropriate healthcare facilities. By appropriate, we mean with enough capacity to meet both visitor and resident needs.

1. Determination of quarantine procedures at start and throughout
2. Commitment to/resourcing of quarantine – feasibility plan
3. Commitment to/resourcing of transfer of sick passengers (and their families)
4. Commitment to/resourcing of contact tracing
5. Testing and passenger health data needs to be released to the community
6. If confirmed cases, (re)evaluation of landing procedures to include avoiding a community

In many cases, large cruise ships have mostly cancelled their 2020 seasons, but small cruise ship operations aren't limited right now by CDC guidance. We anticipate that small cruise ship activities will occur and that working together within the region and with industry will be most effective. Right now, it is difficult to weigh the costs and benefits of small cruise ship travel or evaluate them effectively. Municipal officials want to limit the spread of COVID-19 into the community; they also want local businesses to benefit from economic activity, and residents from much-needed jobs. It isn't clear how those two things happen together without impacting each other.

When it comes to small cruise ship operations in the region, the limitations that are necessary for shoreside operations ultimately mean less beneficial tourism – essentially, passengers may be transferred from the vessel to the excursion without the retail or restaurant experience that communities offer. This impacts the visitor experience and limits the actual benefits to the local economy.

Ultimately, municipalities would like to see conditions established that help communities feel safe, even as they assist in helping industry feel economically secure. This will take a collaborative approach between communities and with industry. Without public health concerns being addressed, municipal officials may feel more concerned about limiting activity than with these expectations being met.

Until unanswered questions can be addressed, we believe that even small cruise ship operations will face challenging conditions as it relates to access to communities. It seems prudent to wait for conditions to improve, for response planning to advance, and for industry and communities to come to agreement that the time is right. This can't be forced through any single company's or community's interest but should be a measured and deliberate step taken by all. At this time, Southeast cruise ports are respectfully requesting a moratorium on small ship cruising until mutually agreed upon protocols can be finalized between the industry and the communities.

With this collaborative approach, we know that not only will the industry benefit more, but visitors will experience an Alaska that includes healthy communities and thriving local businesses.

For more information, contact Nils Andreassen, Executive Director, AML at [nils@akml.org](mailto:nils@akml.org) or Steve Corporon, Port Manager, City of Ketchikan at [SteveC1@city.ketchikan.ak.us](mailto:SteveC1@city.ketchikan.ak.us).



**CITY & BOROUGH OF WRANGELL**  
**FY 2021 BUDGET WORK SESSIONS**  
**FUND: SANITATION/SOLID WASTE**

*Item c.*

**General**

- There is no appreciable change in this budget from last year.
- This is an operating budget only.
- Any capital projects will be discussed next week and the budget addressed accordingly.
- Corrections as necessary were made to this budget.

City & Borough of Wrangell Alaska  
Sanitation Fund  
Fiscal Year 2021

Item c.

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager
<b>Revenue &amp; Expenses</b>					
<b>Revenue</b>					
600 4101 PERS On-behalf Revenue	-	-	-	-	8,523
600 5401 User Fees	\$ 417,734	\$ 576,033	\$ 467,467	\$ 565,000	\$ 555,000
600 5410 Landfill Revenue	19,255	50,380	35,996	32,000	50,000
600 5415 Recycle Revenue	-	8,188	6,851	25,000	10,000
600 5550 Interest Revenue	-	-	-	1,000	-
<b>Total Revenue</b>	<b>436,989</b>	<b>634,601</b>	<b>510,314</b>	<b>623,000</b>	<b>623,523</b>
<b>Admin Expenses</b>					
601 7508 Insurance	1,024	3,414	3,563	7,276	7,126
601 7509 Bank & Credit Card Fees	1,981	6,129	-	8,000	7,000
601 7515 Permits, Inspections & Compliance	-	-	-	-	-
601 7540 Auditing Services	1,300	1,300	-	1,300	6,000
601 7603 Charges from Finance	7,200	8,255	5,398	7,200	36,127
601 7843 Solid Waste Authority	-	-	-	-	-
<b>Total Other Expenses</b>	<b>11,505</b>	<b>19,099</b>	<b>8,960</b>	<b>23,776</b>	<b>56,253</b>
<b>Collection Expenses</b>					
<b>Personnel</b>					
602 6001 Salaries	-	-	-	-	-
602 6002 Temporary Wages	-	-	-	-	-
602 6003 Hourly Wages	43,847	49,298	46,570	49,000	50,430
602 6005 Overtime	1,300	972	571	500	1,250
602 6100 Personnel Benefits	-	-	-	40,290	-
602 6101 Employer Tax	632	715	654	-	749
602 6102 PERS Retirement	(6,173)	13,870	10,352	-	15,504
602 6103 SBS	2,767	3,142	2,890	-	3,168
602 6210 Employee Health Benefits	14,311	17,797	18,651	-	27,733
602 6220 Life Insurance	140	167	185	-	148
602 6222 Workers Compensation	2,181	1,659	1,525	-	1,140
<b>Total Personnel</b>	<b>59,004</b>	<b>87,619</b>	<b>81,398</b>	<b>89,790</b>	<b>100,122</b>
<b>Commodities</b>					
602 7001 Materials & Supplies	616	90	120	1,000	200



602 7010 Vehicle Maintenance	36,899	28,035	15,815	30,000	20,000
<b>Total Commodities</b>	<b>37,515</b>	<b>28,125</b>	<b>15,935</b>	<b>31,000</b>	<b>20,200</b>
<b>Contractual</b>					
602 7100 Uniform, Gear & Clothing Allowance	-	-	118	1,600	1,600
602 7621 Public Works Labor Charges	3,067	2,964	468	4,000	3,000
602 7622 Charges from Garage	-	-	8,368	-	10,075
602 7629 Charges from Capital Facilities	-	187	-	-	-
602 7844 Dumpsters	16,435	4,896	2,072	15,000	6,720
<b>Total Contractual</b>	<b>19,503</b>	<b>8,047</b>	<b>11,026</b>	<b>20,600</b>	<b>21,395</b>
602 7900 Capital Expenditures	-	-	-	10,000	-
<b>Total Capital Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>-</b>
<b>Total Expenses Collection</b>	<b>116,022</b>	<b>123,791</b>	<b>108,358</b>	<b>151,390</b>	<b>141,717</b>

#### Expenses Transfer Station

##### **Personnel**

603 6003 Hourly Wages	50,994	51,474	43,622	50,500	52,361
603 6002 Temporary Wages	-	-	3,682	-	-
603 6005 Overtime	2,019	3,721	4,985	4,000	2,500
603 6100 Personnel Benefits	-	-	-	47,640	-
603 6101 Employer Tax	728	759	964	-	795
603 6102 PERS Retirement	11,690	11,642	10,463	-	16,458
603 6103 SBS	3,250	3,380	2,980	-	3,363
603 6210 Employee Health Benefits	24,637	24,132	18,931	-	16,505
603 6220 Life Insurance	154	167	145	-	148
603 6222 Workers Compensation	2,353	1,790	1,469	-	2,078
<b>Total Personnel</b>	<b>95,824</b>	<b>97,066</b>	<b>87,241</b>	<b>102,140</b>	<b>94,208</b>

##### **Commodities**

603 7001 Materials & Supplies	5,431	3,025	3,435	1,000	4,700
603 7002 Facility Repair & Maintenance	2,672	7,374	927	20,000	4,250
603 7008 Non-capital Equipment	-	-	-	6,000	-
603 7010 Vehicle Maintenance	13,156	4,165	3,594	5,000	3,000
603 7011 Equipment Rental Expense	-	149	-	-	-
603 7018 Miscellaneous Tools	-	-	-	2,000	-
<b>Total Commodities</b>	<b>21,259</b>	<b>14,713</b>	<b>7,956</b>	<b>34,000</b>	<b>11,950</b>

##### **Contractual**

603 7501 Utilities	8,437	8,665	5,849	10,000	7,200
603 7502 Phone/Internet	1,261	1,355	1,033	1,300	1,300
603 7508 Insurance	1,536	-	-	-	-

Item c.

603 7515 Permits, Inspections & Compliance	1,018	527	-	2,500	1,000
603 7519 Professional Services Contractual	-	-	880	25,000	-
603 7621 Public Works Labor Charges	18,237	7,912	10,596	15,000	2,600
603 7622 Charges from Garage	-	-	730	-	2,600
603 7629 Charges from Capital Facilities	-	3,835	2,938	5,700	3,965
603 7840 Solid Waste Shipping & Disposal	204,405	222,629	199,998	210,000	250,000
603 7841 Hazardous Waste Management	381	11,746	19,401	18,000	22,000
603 7842 Recycle Costs	-	3,891	18,605	10,000	22,450
<b>Total Contractual</b>	<b>235,274</b>	<b>260,559</b>	<b>260,031</b>	<b>297,500</b>	<b>313,115</b>
<b>Capital Expenses</b>					
603 7900 Capital Expenses	5,187	2,500	1,440	-	-
603 7901 Construction Expenses	2,972	-	-	-	-
<b>Total Other Expenses</b>	<b>8,159</b>	<b>2,500</b>	<b>1,440</b>	<b>-</b>	<b>-</b>
<b>Total Expenses Transfer Station</b>	<b>360,516</b>	<b>374,839</b>	<b>356,668</b>	<b>433,640</b>	<b>419,273</b>
<b>Total Revenue</b>	436,989	634,601	510,314	623,000	623,523
<b>Total Expenses</b>	488,042	517,728	473,987	608,806	617,244
<b>Total Revenue over Expenses</b>	(51,053)	116,873	36,327	14,194	6,280
<b>Estimated Fund Balance - Beginning</b>		96,886	209,485	209,485	223,679
<b>Estimated Fund Balance - Ending</b>	96,886	213,759	245,812	223,679	229,959
<b>30% working Capital</b>					68,988
<b>Available for Capital Improvement Projects,</b>					160,971

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

Item c.

<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			0.00	6,000.00
78000 601 7603	Charges from Finance			0.00	36,127.32
78000 601 7508	Insurance			0.00	7,126.00
78000 601 7509	Bank & Credit Card Fees			0.00	7,000.00
78000 602 6001	Salaries & Wages				
78000 602 6003	Hourly Wages			0.00	50,430.43
78000 602 6005	Overtime			0.00	1,250.00
78000 602 6101	Employer Tax			0.00	749.37
78000 602 6102	PERS Retirement			0.00	15,504.13
78000 602 6103	SBS			0.00	3,168.01
78000 602 6210	Employee Health Benefits			0.00	27,732.68
78000 602 6221	Life Insurance				148
78000 602 6222	Workers Compensation			0.00	1,139.54
78000 602 7001	Materials & Supplies				200.00
	Hardware for dumpster and garbage cans		200		
78000 602 7010	Vehicle Maintenance	2.00	10000	20,000.00	20,000.00
	2 garbage trucks repairs				
78000 602 7100	Uniform, gear & clothing allowance				1,600.00
	Clothing Allowance	2.00	400	800.00	
	Protective Equipment (face shields, gloves, masks)	2.00	100	200.00	
	Hi vis rain gear	2.00	300	600.00	
78000 602 7621	Public Works Labor Charges			0.00	3,000.00

<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				
78000 602 7622	Charges from Garage				10,075.00
	Truck Repairs	155.00	\$ 65	10,075.00	
78000 602 7844	Dumpsters				6,720.00
	Dumpster	20.00	270	5,400.00	
	48 Cans	24.00	55	1,320.00	
78000 603 6003	Hourly Wages				52,361.09
78000 603 6005	Overtime				2,500.00
78000 603 6101	Employer Tax			0.00	795.49
78000 603 6102	PERS Retirement			0.00	16,458.33
78000 603 6103	SBS			0.00	3,362.98
78000 603 6210	Employee Health Benefits			0.00	16,504.96
78000 603 6220	Life Insurance				147.85
78000 603 6222	Workers Compensation			0.00	2,077.64
78000 603 7001	Materials & Supplies				4,700.00
	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		
78000 603 7002	Facility Repair & Maintenance				4,250.00
	Miscellaneous Building repair			3,000.00	
	Rock and gravel to repair and maintain road and yard	50.00	25	1,250.00	
78000 603 7010	Vehicle & Equipment Maintenance				3,000.00





**CITY & BOROUGH OF WRANGELL**  
**FY 2021 BUDGET WORK SESSIONS**  
**FUND: WASTEWATER (SEWER)**

*Item d.*

**Revenue**

- There is a small reduction in revenue to factor less wastewater due to Trident being closed in 2020.

**Personnel**

- The budget was updated to reflect 1.5 FTE.

**Commodities**

- The uniform and raingear allowances were updated to reflect 1.5 FTE.

**Contractual**

- Charges from Capital Facilities were added.

**General**

- This is an operating budget only.
- Any capital projects will be discussed next week and the budget addressed accordingly.

City & Borough of Wrangell Alaska  
Wastewater Fund  
Fiscal Year 2021

Item d.

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Budget Manager
<b>Revenue</b>					
76000 500 4101 PERS On-behalf Revenue	6,573	-	-	3,000	8,557
76000 500 4101 17 00000 PERS On-behalf Revenue	-	-	-	-	
76000 500 5301 User Fees	593,042	595,976	496,445	590,000	585,000
76000 500 5318 Connection Fees (Labor)	1,100	1,500	-	1,000	1,500
76000 500 5334 Material Sales	-	42	-	-	
<b>Total Revenue</b>	<b>600,715</b>	<b>597,518</b>	<b>496,445</b>	<b>594,000</b>	<b>595,057</b>
<b>Admin</b>					
76000 501 7540 Auditing Services					6,000
76000 501 7802 Revenue Bond Payment					3,246
76000 501 7603 Charges from Finance	-	-	17,500	-	36,127
76000 502 7508 Insurance	-	-	4,776	-	5,731
<b>Total Admin</b>					<b>51,104</b>
<b>Personnel</b>					
76000 502 6002 Temporary Wages	-	-	6,971	-	
76000 502 6003 Hourly Wages	110,386	119,863	109,515	123,510	103,661
76000 502 6004 Part Time Wages	-	-	-	-	
76000 502 6005 Overtime	7,722	9,850	4,862	11,500	8,298
76000 502 6100 Personnel Benefits	-	-	-	70,780	
76000 502 6101 Employer Tax	1,687	1,852	2,166	-	1,551
76000 502 6102 PERS Retirement	3,864	34,494	24,487	-	32,088
76000 502 6103 SBS	7,332	8,023	6,320,693	-	6,557
76000 502 6210 Employee Health Benefits	23,242	19,431	17,794	-	13,097
76000 502 6220 Life Insurance	262	273	243	-	222
76000 502 6222 Workers Compensation	2,345	2,286	2,150	-	2,190
<b>Total Personnel</b>	<b>156,840</b>	<b>196,071</b>	<b>140,302</b>	<b>205,790</b>	<b>167,663</b>
<b>Commodities</b>					
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
<b>Total Commodities</b>	<b>25,278</b>	<b>22,657</b>	<b>17,966</b>	<b>27,300</b>	<b>17,687</b>
<b>Contractual</b>					
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	-	500
76000 502 7629 Charges from Capital Facilities	-	226	213	5,700	3,965
76000 502 7900 Capital Expenditures	8,759	-	-	-	15,000
					<b>99,430</b>
76000 503 7010 Vehicle Maintenance & Repair	-	-	-	-	-
76000 503 7025 Collection System Maintenance	13,271	37,290	30,715	36,000	36,000
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	-	-	
<b>Total Contractual</b>	<b>117,394</b>	<b>139,496</b>	<b>110,598</b>	<b>182,100</b>	<b>55,500</b>
76000 503 7900 Capital Expenditures	5,100	-	-	-	41,000
<b>Total Capital</b>	<b>5,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>41,000</b>
<b>Total Expenses</b>	<b>304,612</b>	<b>358,224</b>	<b>268,866</b>	<b>415,190</b>	<b>432,384</b>
Transfers					
76000 502 8900 Transfer to Other Fund, Miscellaneous	-	-	-	(180,000)	
Total Transfers	-	-	-	(180,000)	
<b>Total Revenue &amp; Expenses</b>	<b>\$ 296,103</b>	<b>\$ 239,294</b>	<b>\$ 227,579</b>	<b>\$ 358,810</b>	<b>\$ 162,673</b>
Estimated Fund Balance - Beginning			881,214	881,214	1,241,524
Estimated Fund Balance - Ending				1,240,024	1,404,197
30% working Capital				496,010	421,259
Available for Capital Improvement Projects,				744,014	982,938
Equipment, Debt Payments & Bond Payments					



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

Item d.

<u>Account</u>	<u>Detail Description</u>	<u>Quantity Each or Hours</u>	<u>Detail Rate</u>	<u>Detail Amount</u>	<u>Amount</u>
76000 501 7540	Auditing Services				6,000
76000 501 7802	Revenue Bond Principal				3,246
76000 501 7603	Charges from Finance				36,127
76000 501 7508	Insurance				5,731
76000 502 6003	Hourly Wages				103,661
76000 502 6005	Overtime				8,298
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	Materials & Supplies				6,537
	Cleaning supplies for office, workshop				
	Gas for pressure washers, weed eaters				
	Misc. hand and power tools, grinding wheels, drill bits				
	Office & Lab supplies				
76000 502 7002	Facility Repair & Maintenance				5,500
	Materials and supplies to maintain WWT building				
	Materials and Supplies for lagoon maintenance				
	Parts to repair all mechanical equipment at WWT plant				
76000 502 7010	Vehicle Maintenance				4,000
	Maintenance, repair and fuel for WWTP truck				
	Maintenance and repair of other equipment (chainsaws, weed eaters, pressure washers)				
76000 502 7016	Fuel - Generation				600
	Fuel for 3 standby generators				
76000 502 7100	Uniform, gear & clothing allowance				1,050
	Clothing allowance	1.50	400	600.00	

<u>Account</u>	<u>Detail Description</u>	<u>Quantity</u>	<u>Detail</u>	<u>Detail</u>	<u>Amount</u>
		<u>Each or</u>		<u>Amount</u>	
	Hi Vis Rain gear	1.50	300	450.00	
76000 502 7501	Utilities				60,000
76000 502 7502	Phone & Internet				5,040
	Phone	12.00	110	1,320.00	
	Cell Phone (2 phones)	12.00	230	2,760.00	
	Internet	12.00	80	960.00	
76000 502 7515	Permits, Inspections & Compliance				12,000
	Compliance testing				
76000 502 7621	Public Works Labor Charges				2,925
	Labor for removing duck weed	35.00	\$ 65	2,275.00	
	Labor for building ramp for dewatering tanks	10.00	\$ 65	650.00	
76000 502 7622	Charges from Garage				500
	Maintenance of WWTP Truck				
76000 502 7629	Charges from Capital Facilities				3,965
				3,965	
76000 502 7900	Capital Expenditures				15,000
	Replacement of Auger Screw for the intake screen				
76000 503 7010	Vehicle Maintenance & Repair				-
	Maintenance and repair service truck(1996 Chevy 1 ton)				
76000 503 7025	Distribution or Collection System Maintenance				36,000
	Cost to repair and maintain pipes, pumps and lift stations (41 total)				
76000 503 7621	Public Works Labor Charges				19,500
	Repairs, pump station cleaning and pump replacement assistance	300.00	65	19,500.00	
76000 503 7900	Capital equipment				41,000
	Flyght3127 Pump & motor	2.00	13000	26,000.00	
	Service Truck Including freight	1.00	15000	15,000.00	
	TOTAL				432,384



**CITY & BOROUGH OF WRANGELL**  
**FY 2021 BUDGET WORK SESSIONS**  
**FUND: WATER**

*Item e.*

**Revenue**

- Water Revenue was reduced to \$585,000 to account for Trident being closed and YTD sales in FY20.

**Personnel**

- \$25,000 was added for Temporary staff. This is consistent with previous years.

**Contractual**

- \$5,000 was added for Charges from Garage
- \$3,965 was added for Charges from Capital Facilities
- \$500 was added for Publications
- Insurance was added

**General**

- This is an operating budget only.
- Any capital projects will be discussed next week and the budget addressed accordingly.

City & Borough of Wrangell Alaska  
Water Fund  
Fiscal Year 2021

Item e.

	2018 Actual	2019 Actual	YTD Actual FY 2020	Approved Budget FY 2020	Manager
<b>Revenue &amp; Expenses</b>	-	-	-	-	-
Revenue					
72000 300 4101 PERS On-behalf Revenue	3,751	-	-	13,500	9,776
72000 300 4101 17 00000 PERS On-behalf Revenue	-	-	-	-	
72000 300 4972 Transfer from Water Fund	-	-	-	25,031	
72000 300 5110 Water Sales	697,253	688,836	532,601	748,800	585,000
72000 300 5118 Labor Charges	8,572	7,781	2,100	9,000	5,000
72000 300 5130 Equipment Rental	-	-	-	-	
72000 300 5131 Hydrant Rent	39,750	-	-	-	
72000 300 5134 Material Sales	-	721	294	-	
72000 300 5149 Other Revenues	350	-	-	500	
72000 300 5550 Interest Revenue	327	211	-	6,000	
72000 300 5590 State of Alaska Grant Revenue	-	171,723	-	-	
<b>Total Revenue</b>	<b>750,003</b>	<b>869,273</b>	<b>534,995</b>	<b>802,831</b>	<b>599,776</b>
Administration					
72000 301 7508 Insurance	7,423	3,262	3,357	2,569	2,569
72000 301 7509 Bank & Credit Card Fees	1,981	7,333	-	5,000	8,000
72000 301 7540 Auditing Services	3,650	3,750	-	3,750	36,127
72000 301 7603 Charges from Finance	23,000	26,944	15,336	23,500	6,000
72000 301 7802 Revenue Bond Principal	-	(2,475)	-	3,104	
72000 301 7803 Revenue Bond Interest	14,057	14,627	1,623	-	3,334
<b>Total Administration</b>	<b>50,110</b>	<b>53,441</b>	<b>20,316</b>	<b>37,923</b>	<b>56,030</b>
<b>Water Treatment Plant</b>					
Personnel					
72000 302 6001 Salaries	69,560				
72000 302 6002 Temporary Wages	32,107	23,280	24,159	-	25,000
72000 302 6003 Hourly Wages	-	94,039	91,298	125,025	102,197
72000 302 6004 Part Time Wages	-	-	-	-	
72000 302 6005 Overtime	17,887	19,084	25,701	20,000	20,000
72000 302 6100 Personnel Benefits	-	-	-	98,000	
72000 302 6101 Employer Tax	3,757	3,538	3,437	-	2,134
72000 302 6102 PERS Retirement	5,526	29,473	19,974	-	36,659

72000 302 6103	SBS	5,062	6,820	6,475	-	9,023
72000 302 6210	Employee Health Benefits	17,559	23,958	25,534	-	24,295
72000 302 6220	Life Insurance	162	198	218	-	222
72000 302 6222	Workers Compensation	2,560	1,958	2,075	-	2,750
72000 302 6224	Unemployment	2,550	1,230	-	-	

<b>Total Personnel</b>	<b>156,730</b>	<b>203,578</b>	<b>170,154</b>	<b>243,025</b>	<b>222,281</b>
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#### Commodities

72000 302 7001	Materials & Supplies	12,302	14,404	4,378	13,000	10,000
72000 302 7002	Facility Repair & Maintenance	20,009	50,482	29,238	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	6,336	5,000	5,000
72000 302 7011	Equipment Rental Expense	-	695	-	-	
72000 302 7021	Water Treatment Chemicals	17,565	21,197	23,413	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

<b>Total Commodities</b>	<b>71,640</b>	<b>99,789</b>	<b>63,388</b>	<b>91,050</b>	<b>90,050</b>
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#### Contractual

72000 302 7501	Utilities	124,268	109,237	75,715	115,000	110,000
72000 302 7502	Phone/Internet	1,154	1,628	2,556	1,200	3,396
72000 302 7505	Travel	1,801	2,396	3,103	2,000	-
72000 302 7506	Publications & Advertising	3,039	162	-	1,000	500
72000 302 7509	Bank & Credit Card Fees	-	-	-	-	
72000 302 7513	Training	-	-	-	-	310
72000 302 7515	Permits, Inspections & Compliance	16,697	11,621	16,397	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	-	-	
72000 302 7622	Charges from Garage	-	-	346	-	5,000
72000 302 7629	Charges from Capital Facilities	-	6,115	229	5,700	3,965
72000 302 7900	Capital Expenditures	66,190	4,294	-	85,000	

<b>Total Contractual</b>	<b>279,889</b>	<b>153,939</b>	<b>98,346</b>	<b>247,900</b>	<b>164,171</b>
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#### Distribution

72000 303 7025	Distribution System Maintenance	30,278	42,322	4,220	45,000	44,550
72000 303 7519	Professional Services Contractual			-	25,000	
72000 303 7621	Public Works Labor Charges	78,474	67,409	35,000	90,000	61,750
72000 303 7629	Charges from Capital Facilities	-	1,255	-	-	
72000 303 7900	Capital Expenditures	-	-	93,646	-	

<b>Total Contractual</b>	<b>108,752</b>	<b>110,986</b>	<b>132,866</b>	<b>160,000</b>	<b>106,300</b>
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Item e.

<b>Total Expenses</b>	<b>667,121</b>	<b>621,732</b>	<b>485,070</b>	<b>779,898</b>	<b>638,833</b>
Transfers					
72000 303 8900 Transfer to Other Fund,	-	-	-	-	-
Miscellaenous					
Total Transfers	-	-	-	-	
<b>Total Revenue &amp; Expenses</b>	<u>\$ 82,882</u>	<u>\$ 247,541</u>	<u>\$ 49,925</u>	<u>\$ 22,933</u>	<u>\$ (39,057)</u>
Estimated Fund Balance - Beginning				729,217	752,150
Estimated Fund Balance - Ending		729,217		752,150	713,093
<i>30% working Capital</i>					213,928
<i>Available for Capital Improvement Projects,</i>					499,165
<i>Equipment, Debt Payments &amp; Bond Payments</i>					

Item e.

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

Item e.

<u>Account</u>	<u>Detail Description</u>	<u>Quantity Each or Hours</u>	<u>Detail Rate</u>	<u>Detail Amount</u>	<u>Amount</u>
72000 301 7508	Insurance				2569
72000 301 7509	Bank & Credit Card Fees				8,000
72000 301 7501	Charges from Finance				36,127
72000 301 7802	Revenue Bond Principal				3,334
72000 301 7540	Auditing Services				6,000
72000 302 6002	Temporary Wages				25,000
72000 302 6003	Hourly Wages				102,197
72000 302 6005	Overtime				20,000
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
72000 302 7001	Materials & Supplies				10,000
	Office Products		500.00		
	Cleaning supplies		4,500.00		
	Lab supplies		5,000.00		
72000 302 7002	Facility Repair & Maintenance				20,000
	Materials and parts to maintain WTP buildings		20,000		
72000 302 7009	Equipment Repair & Maintenance				21,000
	Fuel and garage expense to repair and maintain chainsaws, weed eaters, four wheeler, motorized wheel barrow and snowplow		1,000		
	10 spare mini septs & 1 spare reactor		20,000		
72000 302 7010	Vehicle Maintenance				5,000
	Parts and fuel for all WTP vehicles				
72000 302 7021	Water Treatment Chemicals				32,000
	Salt		5,000		
	Sodium Hydroxide		27,000		

<u>Account</u>	<u>Detail Description</u>	<u>Quantity Each or Hours</u>	<u>Detail Rate</u>	<u>Detail Amount</u>	<u>Amount</u>
	Chlorine				
72000 302 7100	Uniform, gear & clothing allowance				2,050
	Clothing allowance	1.5	400		
	Hi vis raingear	1.5	300		
	Misc. PPE	1	1,000		
72000 302 7501	Utilities				110,000
72000 302 7502	Phone & Internet				3,396
	Phone	12	58.00		
	Internet (SCADA)	12	225.00		
72000 302 7505	Travel				
72000 302 7506	Publications & Advertising				500
	Local notices			500.00	
72000 302 7510	Engineering				25,000
	Dam Inspections & Misc Engineering				
72000 302 7515	Permits, Inspections & Compliance				16,000
	Water Compliance testing				
72000 302 7629	Charges from Garage				5,000
				5,000.00	
72000 302 7629	Charges from Capital Facilities				3,965
				3,965.00	
72000 303 7513	Training				310
	J Rooney CEU	1	310.00		
72000 303 7025	Distribution System Maintenance				44,550
	10" HDPE	200	25.00	5,000	
	Misc Valves	1	15,000.00	15,000	
	6" HDPE	300	10.00	3,000	
	Main Valves	10	1,000.00	10,000	
	12" Clamps	8	700.00	5,600	
	10" Clamps	7	600.00	4,200	
	6" Clamps	5	350.00	1,750	
72000 303 7621	Public Works Labor Charges	950	65.00	61,750	61,750
	Hours logged by PW to repair and maintain distrubution system				
Total				\$	638,833



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

Item f.

		Actual FY 2018	Actual FY 2019	Year End Estimate FY 2020	Approved Budget FY 2020	Budget Manager FY 2021
<b>REVENUE</b>						
50000 000 4650	Lot Sales	\$ 1,362	\$ 79,691	\$ 38,008	\$ 32,000	\$ 6,000
50000 000 4550	Interest Income	112	1,309	600	2,600	1,000
		<b>1,474</b>	<b>81,000</b>	<b>38,608</b>	<b>34,600</b>	<b>7,000</b>
<b>EXPENDITURES</b>						
50000 000 7001	Materials & Supplies	800	-	-	-	-
50000 000 7510	Engineering & Surveying	-	-	750	68,000	98,000
	Institute Property \$80,000					
	Byford Property \$12,000					
	Etolin Properties \$6,000					
50000 000 7506	Publications	-	500	-	500	500
		<b>800</b>	<b>500</b>	<b>750</b>	<b>68,500</b>	<b>98,500</b>
Estimated Fund Balance - Beginning		<b>(4,538)</b>	<b>(3,864)</b>	<b>76,636</b>	<b>76,636</b>	<b>76,636</b>
Estimated Fund Balance - Ending		<b>(3,864)</b>	<b>76,636</b>	<b>114,494</b>	<b>43,236</b>	<b>(14,864)</b>

**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 f.

		<b>Actual</b>	<b>Actual</b>	<b>Year End</b>	<b>Approved</b>	<b>Budget</b>
		<b>FY 2018</b>	<b>FY 2019</b>	<b>Estimate</b>	<b>Budget</b>	<b>Manager</b>
<b>REVENUE</b>				<b>FY 2020</b>	<b>FY 2020</b>	<b>FY 2021</b>
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
<b>TOTAL REVENUES</b>		<b>28,819</b>	<b>8,385</b>	<b>1,243</b>	<b>12,500</b>	<b>12,500</b>
<b>EXPENDITURES</b>						
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	
<b>TOTAL EXPENDITURES</b>		<b>1,283</b>	<b>18,485</b>	<b>6,535</b>	<b>250,000</b>	<b>15,000</b>
Estimated Fund Balance - Beginning		<b>327,926</b>	<b>355,462</b>	<b>345,362</b>	<b>340,070</b>	<b>340,070</b>
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 & Borough of Wrangell Alaska  
 Secure Rural Schools Fund  
 Fiscal Year 2021

		2018 Actual	2019 Actual	YTD Actual 06/2020	Approved Budget FY 2020	Budget Manager
<b>RESERVES, BEGINNING</b>		\$ 3,278,862	\$ 3,270,698	\$ 3,358,864	\$ 3,358,864	\$ 2,792,511
<b>REVENUES</b>						
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
		893,737	986,580	898,647	898,647	887,500
<b>TRANSFERS OUT</b>						
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
	Street Repairs				65,000	112,214
25000 000 8910	Transfer To General Fund For Roads	53,413	49,926	-	-	
	<b>TOTAL TRANSFERS</b>	<b>901,901</b>	<b>898,414</b>	<b>1,400,000</b>	<b>1,465,000</b>	<b>1,512,214</b>
<b>RESERVES, ENDING</b>		\$ 3,270,698	\$ 3,358,864	\$ 2,857,511	\$ 2,792,511	\$ 2,167,797