

**Seldovia City Council  
Laydown  
November 25, 2019**

- Pages 3-8 Minutes of Regular Meeting of October 28, 2019
- Pages 9-25 FY20 September Financial Report
- Pages 26-47 City Manager's Report
- Pages 48-50 Chief of Police Report- October 2019
- Pages 51-52 Harbormaster's Report- 11/21/2019
- Pages 53-54 Public Works Report- 11/21/2019

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**MINUTES FROM A REGULAR MEETING  
OF SELDOVIA CITY COUNCIL  
COUNCIL CHAMBERS  
Monday  
October 28, 2019  
6:00pm**

COLBERG CAMPBELL MORRISON ROJAS NATHAN SWEATT
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A. Call to Order & Roll Call: PRESENT: COUNCIL MEMBERS: MORRISON, ROJAS, NATHAN, and SWEATT

STAFF: CITY MANAGER CAMERON  
FINANCE OFFICER TAYLOR  
CITY CLERK GEAGEL

- B. Pledge of Allegiance: Held
- C. Excused Absences: CAMPBELL, COLBERG
- D. Agenda Approval:

ROJAS/SWEATT MOVED TO ACCEPT THE AGENDA OF OCTOBER 28, 2019  
VOICE VOTE/UNANIMOUS/MOTION PASSED

E. Consent Agenda: *(All items under the Consent Agenda are approved with a single motion, no discussion, and one vote. A Council Member may request to remove an item(s) for discussion and a separate vote.)*

- 1. Approval of Minutes: Minutes of the Regular Meeting, October 14, 2019
- 2. Payment Approval Report: None
- 3. Ordinance Introduction:

1. ORDINANCE 20-04 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA, REPEALING CHAPTER 2.24 CIVIL DEFENSE AND DISASTER CONTROL AND ADOPTING CHAPTER 2.26 NATIONAL INCIDENT MANAGEMENT SYSTEM

SWEATT/ROJAS MOVED TO ACCEPT THE CONSENT AGENDA  
VOICE VOTE/UNANIMOUS/MOTION PASSED

- F. Mayoral Proclamations: None
- G. Public Presentation Prior Notice: (each presenter has up to 10 min)

1. Representative Louise Stutes- Introduced herself and discussed that this was her fifth year as a state representative. She was the state chair for the fisheries for the last five years. She was in the majority, in the leadership of the majority, and the majority whip. She was co-chair of House Transportation and vice-chair of legislative council, she was a member of the House committee on committees, House rules, House judiciary, House Labor of Commerce, and the House of Legislative Ethics. Her main two committees were fisheries and transportation. She gave an overview of the difficult year the legislature and state had with the governor's budget proposal and the huge effects the cuts had to rural Alaska including revenue sharing, jobs, and the ferry system. Almost all of coastal Alaska was losing ferry service that winter including Seldovia. She spoke to the state needing revenue, whether broad based tax, or oil revenue, in order to maintain a moderate permanent fund dividend (PFD) and services. The people of the state have made it pretty clear that they want services. The legislature and administration were on two different pages. As the house majority she spoke in support of the PFD, but also understood the importance of public safety and essential services. The legislation was hopefully seeing movement from the administration that they realized that a \$3000 PFD was not going to pass the legislature without statutory change to the formal, the statute was over 30 years old. Another big issue was the Alaska Marine Highway System (AMHS) and she spoke in support of the continuation of AMHS services. The legislature was able to put a 5-million-dollar amendment back in the bill which would allow more service in this district and was the only bill that passed the house, the senate, and that the governor passed. They would have asked for a larger number, but realized it wouldn't pass. She spoke to her biggest issues being ensuring that AMHS and consistent essential services were provided to rural communities; public safety, education, fishery management, revenue sharing, and access to healthcare. She spoke in support of commercial fishing and stated that she did not have a problem with the sports fishery, but don't like seeing the fishery managements money

redirected. She discussed that she was working on a bill with her Chief of Staff Matt Gruening to allow ATV's on state highways in Seldovia. The bill would be based on population and location. They also had an amendment on the bill to allow a derelict boat sticker be issued, the intent of the bill was not to create revenue for state, but to create a database of who to address for a derelict vehicle. The state was double-dipping by requiring the sticker especially if you have a COPC Permit, the amendment would exempt any boat that has a current COPC sticker. They were also introducing a conflict of interest bill that had gone through the house and now needed to go through the senate for the board of fish to allow board members who have a gill net permit to participate in the discussion, but recuse themselves from the vote, currently board members have to recuse themselves and cannot participate in the discussion. She spoke to the governor's vetoes and that there were still five days to override any vetoes once they were back in session. Alaska has the most difficult override criteria in the nation. She discussed that the funds for the replacement of the Tustumena were not in the pile of funds that were swept by the governor, and it had full funding going into last year with a state and federal match. It had to be put out to bid because of the federal funds, but the administration wanted it built in Seward and for it to be a dayboat. She discussed that there was a tremendous amount of support from the Anchorage bowl legislatures for a putting bill in that would create a toll on the Richardson Highway and that the university was going to take years to recover even if it was fully funded. She discussed that there was also push back from the legislature about sending the prison population out of state. SWEATT- Spoke in opposition of the governor's budget cuts and thanked Representative Stutes for being there and trying to right some wrongs. She spoke in support of a state income tax and spoke to the PFD. She inquired about the maintenance closures on the state highways.

ROJAS- Thanked Representative Stutes for always communicating back quickly and asked for clarification on the vetoes in the first five days and about the funding for the replacement of Tustumena. She inquired if the community assistance program would continue and about the timeline for the ATV bill.

MORRISON- Inquired if there was an attempt to put a cap on the dividend and that if the ferry was shut down for months would they be able to apply for a disaster fund or assistance.

H. Public Presentation for Items not on Agenda: (public has 3 min each)

I. Committee and Advisory Board Reports: (each member has 5 min)

J. Public Hearings:

1. RESOLUTION 20-10 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA IN SUPPORT OF FULL FUNDING (\$12,145,312) FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM IN THE FY 2021 STATE CAPITOL BUDGET

a. Presentation by Staff or Council

CLERK GEAGEL- Presented Resolution 20-10.

b. Council Discussion

ROJAS- Spoke in support of Resolution 20-10.

MORRISON- Spoke in support of Resolution 20-10.

SWEATT- Spoke in support of Resolution 20-10.

c. Public Presentation or Hearing (public has 3 min each)

MAYOR LENT called for public comment and none was heard.

d. Action/Disposition

ROJAS/SWEATT MOVED TO ACCEPT RESOLUTION 20-10  
VOICE VOTE/UNANIMOUS/MOTION PASSED

2. RESOLUTION 20-11 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA ENCOURAGING AUTOMATIC REGISTRATION FOR VESSELS ACTIVE IN THE ALASKA CFEC DATABASE

a. Presentation by Staff or Council

CLERK GEAGEL- Presented Resolution 20-11.

b. Council Discussion

ROJAS- Spoke in support of Resolution 20-11.

SWEATT- Spoke in support of Resolution 20-11.

c. Public Presentation or Hearing (public has 3 min each)

MAYOR LENT called for public comment and none was heard.

d. Action/Disposition

SWEATT/ROJAS MOVED TO ACCEPT RESOLUTION 20-11

VOICE VOTE/UNANIMOUS/MOTION PASSED

3. RESOLUTION 20-12 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA SUPPORTING THE INCLUSION OF PRACTICAL CLIMATE ADAPTATION AND MITIGATION MEASURES IN THE KENAI PENINSULA BOROUGH'S 2019 COMPREHENSIVE PLAN

a. Presentation by Staff or Council

ROJAS- Spoke to Resolution 20-12 to support what was already written into the Kenai Peninsula Borough Draft Comprehensive Plan.

b. Council Discussion

SWEATT- Spoke in support of Resolution 20-12.

c. Public Presentation or Hearing (public has 3 min each)

GREG WOLFER- Spoke in support of Resolution 20-12.

d. Action/Disposition

ROJAS/SWEATT MOVED TO AMENDED RESOLUTION 20-12 APPROVED

VOICE VOTE/UNANIMOUS/MOTION PASSED

4. RESOLUTION 20-13 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA ADOPTING THE CITY OF SELDOVIA EMERGENCY OPERATIONS PLAN

a. Presentation by Staff or Council

CM CAMERON- Presented Resolution 20-13 and spoke to the Emergency Operations Plan and it being a living document so there would be changes. She discussed the water management plan that would be drafted and added that winter.

b. Council Discussion

ROJAS- Spoke in support of Resolution 20-13

SWEATT- Spoke in support of Resolution 20-13.

c. Public Presentation or Hearing (public has 3 min each)

MAYOR LENT called for public comment and none was heard.

d. Action/Disposition

ROJAS/NATHAN MOVED TO ADOPT RESOLUTION 20-13

VOICE VOTE/UNANIMOUS/MOTION PASSED

5. RESOLUTION 20-14 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SELDOVIA, ALASKA AUTHORIZING THE CITY MANAGER TO JOIN THE ALASKA REMOTE SELLER SALES TAX COMMISSION FOR THE PURPOSE OF DEVELOPING, IMPLEMENTING, AND ENFORCING A REMOTE SELLERS SALES TAX CODE

a. Presentation by Staff or Council

CM CAMERON- Presented Resolution 20-14 and discussed the AML had been trying to form a commission to draft a specific consistent way to collect sales tax, to discuss what the software was going to look like, and develop the processes. The resolution would appoint a representative from the community.

b. Council Discussion

ROJAS- Spoke in support of Resolution 20-14 and thanked the city manager.

SWEATT- Spoke in support of Resolution 20-14 and thanked the city manager.

c. Public Presentation or Hearing (public has 3 min each)

MAYOR LENT called for public comment and none was heard.

d. Action/Disposition

SWEATT/ROJAS MOVED TO ACCEPT RESOLUTION 20-14  
VOICE VOTE/UNANIMOUS/MOTION PASSED

6. ACTION MEMORANDUM 20-04 CONSENT TO THE APPROVAL OF THE VACATION OF THE 30-FOOT WIDE BACKER'S ISLAND LANE RIGHT-OF-WAY

- a. Presentation by Staff or Council  
CLERK GEAGEL- Presented Action Memorandum 20-04.
- b. Council Discussion  
MAYOR LENT- Inquired about access.  
MORRISON- Inquired about public access, private property and if there was another property owner.  
ROJAS- Spoke to the easements and public access. She spoke in support.
- c. Public Presentation or Hearing (public has 3 min each)  
MAYOR LENT called for public comment and none was heard.
- d. Action/Disposition

ROJAS/SWEATT MOVED TO ACCEPT THE ACTION MEMORANDUM 20-04 CONSENT TO THE APPROVAL OF THE VACATION OF THE 30-FOOT WIDE BACKER'S ISLAND LANE RIGHT-OF-WAY  
VOICE VOTE/UNANIMOUS/MOTION PASSED

K. Unfinished Business:

1. COLE/WARBURTON VARIANCE PERMIT APPLICATION

- a. Presentation by Staff or Council  
CLERK GEAGEL- Spoke with the applicant, he was not able to have the survey completed by today and requested to have the discussion postponed until the next meeting.
- b. Council Discussion
- c. Public Presentation or Hearing (public has 3 min each)
- d. Action/Disposition

ROJAS/SWEATT MOVED TO POSTPONE COLE/WARBURTON VARIANCE PERMIT APPLICATION UNTIL HAVE INFORMATION NECESSARY  
VOICE VOTE/UNANIMOUS/MOTION PASSED

L. New Business:

M. Administration Reports:

1. Treasurer's Report: See Laydown

F/O TAYLOR- Presented the treasurer's report as written in the laydown.

CM CAMERON- Discussed that they were working on a report in QuickBooks that would break the liability insurance down over twelve months instead of the big sting at the beginning.

2. City Manager's Report: See Laydown

CM CAMERON- Presented the city manager's report as written and included that the water shortage management plan was in development and that there was a water leak repair earlier that month. Kevin from ARWA was scheduled to be in Seldovia the following week with his co-worker for leak detection, there was not a report available yet from the previous leak detection visit. Maintenance was working on moving the pieces of the very large tree from where it was removed. She suggested creating a list of elders in town and offering the wood to them. The public works position had four applicants with three interviews scheduled, Tyler did receive the state position and his last day would be Thursday. He would still be available to the city as a contact for his assistance and she spoke to it being a good thing for Seldovia to have a seasoned Seldovian in that position. Charles with the maintenance department had his level water one and the state was fine with him working towards his level two, as it was an apprenticeship with hours required. The Online Sales Tax Commission group had several meetings with the borough and the state representative of AML. There were two tenants in the Seldovia Space and she was meeting with another potential tenant the following day with another two meetings needing scheduled. There were still some rooms that needed

addressed and there would be before and after photographs to present at the open house on Friday from 1:00 to 4:00pm. The Barabara Heights Volunteer Fire Department and the Seldovia Volunteer Fire Department were in the process of getting an MOA together. The LED lights consultant had developed an inventory list and was going to the producers for cost estimates, and was looking to get them at cost. She spoke to creating a graph and spreadsheet for the public safety contract to show that 50% of the calls were outside of town. Currently they were getting \$20,000 for the contract and the city was asking for \$35,000. She spoke with the director of the EDA grant for earthquake disasters funds that day about viable projects and one idea that come up was a backup water storage tank. The current water tank could only sustain the city for 5-6 days, in a large event they probably would not receive assistance for longer than that. She discussed that she was also exploring getting an emergency Conex with flashlights, cots, blankets, and supplies, it would be a big emergency kit. There was a Conex at the school now with very minimal supplies. There was no application deadline for the grant, but the director advised Alaska communities to get theirs in by first of year for funds released in 2020, because the panel will have to go through a ton of applications. The grant has to tieback into the economic plan which does address natural disasters and meets that requirement. The land use management plan and harbor parking lot plan were still on her radar.

SWEATT- Inquired about water leak detection results and Charles' Water Treatment Plant abilities. She spoke in support of the Seldovia Space, inquired about the EDA grants timeline, and spoke in support of the proposed plan.

MORRISON- Offered to donate a couple of log splitters to cut up the wood for the elders.

ROJAS- Inquired about the Conex trailer at school and suggested that residents in city limits had priority for the wood available.

NATHAN- Spoke to the public safety contract and putting a price on calls. He spoke about purification kits and being able to draw all kinds of water, it just needed to be made potable.

3. Chief of Police Report: See Laydown  
Chief of Police Report presented as written.

4. Harbormaster's Report: See Laydown  
Harbormaster's report presented as written.

ROJAS- Inquired about derelict boats in the boat yard.

F/O TAYLOR- Spoke to there being four derelict boats in the boat yard, some had a very high bill and were being sent to collections or having a lien placed on their properties. The property owners of two boats were paying to have their boats removed.

CM CAMERON- Discussed that there were four boats ready to go to the dump and they had been in discussion with Jim about the conditions of sending the boats to the dump.

5. Public Works Report: See Laydown  
Public Works Report presented as written.

N. Informational Items Not Requiring Action:

1. The City Office will be closed November 11, 2019 in observance of Veterans Day.

2. The City Manager will be out of office the week of November 17, 2019 in order to attend the Alaska Municipal League Conference.

3. The City Clerk will be out of office Monday, November 18, 2019- Wednesday November 20, 2019 in order to attend the AMMC conference.

O. Executive Session: None

P. Council and Mayor Comments Concerning Items Not on the Agenda:

MORRISON- Thanked everybody for being there, staff great job.

ROJAS- Thanked everyone for all their hard work, it was a good meeting, they wrapped it up pretty fast. Thank you for your time.

NATHAN- Just happy to be here.

SWEATT- Thanked Greg for attending, the staff for their hard work, and good meeting. She stated that she felt they were accomplishing things.

MAYOR LENT- Stated that he was gone five weeks and that his nephew's grandson, 8-year-old Tyler, was home from the hospital, after his bone marrow cancer and was in great shape. He thanked the staff for the great work and spoke to the cemetery getting a grant hopefully very soon.

Q. Next Meeting: The next Regular Meeting will be held on Monday, November 25, 2019 at 6:00 pm

R. Adjournment:

ROJAS/NATHAN MOVED TO ADJOURN AT 7:34PM  
NO OBJECTION/MOTION PASSED

I certify the above represents accurate minutes of City of Seldovia Council meeting of October 28, 2019.

\_\_\_\_\_  
Heidi Geagel, City Clerk

Approved by Council \_\_\_\_\_

DRAFT





# City of Seldovia

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## **FY 20 Financial Report as of September, 2019**

### **General Fund**

**Revenues** – 39% over projected Budget

Real Property Tax – 53.5% over projected budget

Sales Tax – 40% over projected budget

Motor Vehicle Tax – 79% over projected budget

**Expenses-** General Fund is 35% over budget

Payroll Liabilities totaled \$27,694.58

### **Water Special revenue Fund**

- Overall 22% projected over budget (Due in part to conversion)
- Collection Rate – 22% over projected budget –conversion
- Late Fees – 43% over projected budget

### **Water Expenses**

- 34% Over budget

### **Sewer Special Revenue Fund**

- Overall 27% over projected budget

### **Sewer Expenses**

- 67% over budget

### **Dock Special Revenue Fund**

- Overall 55% over projected budget

**Dock Expenses**

- 21% Over budget

**Harbor Special Revenue Fund**

- 23% Over projected budget

**Harbor Expenses**

- 34% Over budget

**Boat Haul Out and Storage Special Revenue Fund**

- 18 Under projected budget

**BHO Expenses**

- 69% Over budget

**Accounts Payable**

- Total paid out in September \$ 82,536.47

**Payroll Expense**

- Total Payroll expense for August \$ 27,091.69

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY 20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change							
<b>General Fund Revenues</b>																							
Personal Property Tax	17,000.00	2,053.31	2,545.07	4,746.04											9,344.42								
Real Property Tax	267,573.75	48,810.73	33,317.32	61,223.94											143,351.99								
Sales Tax Revenue	134,000.00	9,309.44	39,188.36	5,253.20											53,751.00								
Penalty & Interest on Taxes	1,750.00	1,057.31	7.67	42.48											1,107.46								
Motor Vehicle Tax	1,500.00	222.81	975.01	-											1,197.82								
Sales Tax Revenue Penalty	150.00		37.35												37.35								
Tax Revenue Other - Refunds for overpayment																							
Revenue Sharing	78,017.61																						
Energy Assistance																							
Liquor License	2,500.00																						
Raw Fish Tax																							
Public Safety Assistance	30,000.00		6,930.01																				
Pers Relief																							
Electric & Telephone Share	1,150.00																						
Water Tokens		75.00	46.50																				
Conditional Use Permit	150.00																						
Building Permits	300.00																						
Variance Permit	200.00		200.00																				
City Business License	1,500.00	30.00	60.00																				
Dog License	25.00																						
Serving Papers	140.00	35.00																					
Fingerprinting	80.00			35.00																			
Fines	300.00		25.00	53.60																			
Interest on Investments	2,200.00																						
Land Sales Transfer In	-																						
Vending Licenses	75.00																						
Miscellaneous Revenue	-			140.00																			
Office Copies		120.00	51.00																				
Office Faxes		47.50	72.50	7.00																			
RV Park Fees	1,000.00	1,884.00																					
Penalty & Interest	200.00																						
Garbage Revenue	21,680.00	660.00	660.00	600.00																			
Rents	18,000.00	1,400.00	1,708.17	3,680.67																			
Equipment Rental - Grants		50.00	50.00																				
Administration Fees Income	2,500.00																						
Equipment Rental	750.00		50.00	268																			
Uncategorized Income																							
Fire Wood Permit				35																			
Selovia Space Rental			422.95	571																			
<b>TOTAL GENERAL FUND REVENUES</b>	<b>582,741.36</b>	<b>65,755.10</b>	<b>86,346.91</b>	<b>76,655.93</b>											<b>228,757.94</b>	<b>353,983.42</b>	<b>39%</b>						
<b>General Fund Expenditures</b>	<b>FY19 Budget</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Year To Date</b>	<b>Balance</b>	<b>Percent Change</b>							
Admin	60,554.39	5,219.80	6,853.47	24,533.49																			
Council	87,823.73	10,541.73	4,559.02	19,066.64																			
Fire Department	32,417.76	5,507.95	2,090.83	8,793.09																			
EMS Department	20,873.24	6,483.32	1,169.22	852.41																			
Police	170,300.74	32,259.66	6,782.68	14,407.16																			
Public Works	162,300.48	20,982.11	8,119.83	13,416.75																			
Parks and Rec	5,096.66	188.07	308.32	172.13																			
Library	10,103.00	8.33	644.04	46.70																			
Selovia Space	8,912.34	365.45	730.86	1,478.23																			
<b>TOTAL GF EXPENDITURES</b>	<b>558,382.34</b>	<b>81,556.42</b>	<b>31,258.27</b>	<b>82,766.60</b>											<b>195,581.29</b>	<b>362,801.05</b>							
<b>Net Effect General Fund</b>	<b>24,359.02</b>	<b>(15,801.32)</b>	<b>55,088.64</b>																				

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY 20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
Administrative Wages	5,550.00	479.74	1,804.20	1,039.65												
Wages & Salaries	8,146.43	635.54	976.50	3,622.96												
Payroll Expenses	582.42	73.80		7,907.57												
Federal Unemployment																
Medicare	198.60	17.27														
ESC	338.30	3.42														
Worker's Compensation	585.00	2,234.87														
Health Insurance	1,268.73	105.73														
Pension	2,513.71	209.48														
Audit Fees	3,000.00		308.83	6,000.00												
Contract Services/Leases	5,600.00	19.69	861.66	721.94												
Dues & Reference Materials	1,500.00		150.00	586.00												
Equipment Purchases																
Vehicle Expense	300.00	369.22														
Insurance- Liability																
Legal	2,500.00	2,500.00		2,521.75												
Operating Supplies	5,000.00		8.93	412.41												
Postage				82.46												
Credit Card Fees	400.00		235.00													
Misc	1,000.00															
Office Supplies	150.00			171.14												
Telephone/Fax	4,500.00	499.48	950.00													
Travel/Per Diem	5,000.00		892.31	2 72.00												
Utilities - Power	1,500.00		302.27													
Utilities - Heating Fuel	2,500.00	141.00	252.32	120.16												
Training	5,000.00	120.15														
Advertising	350.00															
Repairs and Maintenance	1,000.00															
Outside Labor Services	100.00															
In Bound Freight	-			40.59												
Garbage Pick-up	250.00															
Caselle Software Fee	1,471.20	111.45	111.45	111.45												
Technology Upgrade	250.00	369.22														
Bank Service Charge																
<b>TOTAL ADMIN EXPENSES</b>	<b>60,554.39</b>	<b>7,890.06</b>	<b>6,853.47</b>	<b>23,338.08</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>38,081.61</b>	<b>22,472.78</b>	<b>63%</b>

<b>CITY OF SELDOVIA MONTHLY FINANCIAL REPORT</b>	<b>FY20 Budget</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Year To Date</b>	<b>Balance</b>	<b>Percent Change</b>
<b>Administrative Wages</b>	18,500.00			373.18												
<b>Wages &amp; Salaries</b>	26,885.03	5,304.40	210.93	4,189.08												
<b>Payroll Expenses</b>	2,813.87	353.87	2,068.69	1,406.85												
<b>Medicare</b>	658.08	82.77														
<b>ESC</b>	1,121.01															
<b>Worker's Compensation</b>	650.00	562.62														
<b>Health Insurance</b>	4,254.83	354.57														
<b>Pension</b>	8,319.71	693.31														
<b>Audit Fees</b>	450.00		96.33	450.00												
<b>Dues &amp; Reference Materials</b>	1,200.00			293.00												
<b>Technical Upgrade</b>		1,433.44														
<b>Equipment Purchases</b>	500.00															
<b>Insurance- Liability</b>	1,200.00	1,200.00														
<b>Postage</b>	150.00			65.97												
<b>Legal</b>	12,000.00			5,338.56												
<b>Legal Allocation Ord 16- 11</b>																
<b>Bank Card Charges</b>																
<b>Office Supplies</b>	500.00	210.00	183.45	98.39												
<b>Operating Supplies</b>		453.98		111.45												
<b>Travel/Per Diem</b>	2,500.00	172.00		588.00												
<b>Telephone</b>	650.00		950.00													
<b>Utilities/Power</b>	1,800.00	123.88	541.66	107.41												
<b>Heating Fuel Expense</b>	750.00	48.06	396.51	894.75												
<b>In Bound Freight</b>	150.00															
<b>Repairs and Maintenance</b>																
<b>Caselle Software Fee</b>	1,471.20	111.45	111.45	111.45												
<b>Training</b>	500.00			650.00												
<b>Land Survey</b>				4,500.00												
<b>Misc</b>	800.00															
<b>Total Council Expenses</b>	<b>87,823.73</b>	<b>11,104.35</b>	<b>4,559.02</b>	<b>19,178.09</b>	-	-	-	-	-	0	0	0	0	<b>34841.46</b>	<b>52,982.27</b>	<b>40%</b>

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
Administration Wages	5,351.19	239.87	208.44	193.51												
Wages & Salaries	5,850.00	175.90	494.75	600.79												
Payroll Expenses	694.47	30.73		79.33												
Medicare	162.42	7.18														
ESC	276.67	1.71														
Worker's Compensation	3,800.00	3,512.02														
Health Insurance	586.34	48.86														
Pension	625.47	52.12														
Audit Fees	350.00		29.17	350.00												
Contract Services/Leases	750.00	19.69	304.07													
Dues & Reference Materials				45.12												
Equipment Purchases	500.00	246.15														
Vehicle Expense																
Vehicle Expense - Fire Engine	400.00			7,200.54												
Vehicle Expense - Tanker	300.00															
Vehicle Expense - Rescue 1	200.00															
Office Supplies																
Insurance- Liability	4,000.00	4,000.00														
Operating Supplies			5.95													
Postage	100.00			12.32												
Miscellaneous Expense																
Office Supplies	150.00	175.00	79.08													
Telephone/Fax	1,200.00															
Travel/Per Diem																
Utilities - Power	1,750.00	80.79	353.26	70.05												
Utilities - Heating Fuel	3,200.00	252.33	504.66	54.98												
Training																
Outside Labor Services																
Repairs/Maintenance	600.00															
In Bound Freight	100.00			75.00												
Garbage Pick-up																
Caselle Software Fee	1,471.20	111.45	111.45	111.45												
<b>Total Fire Department Expenses</b>	<b>32,417.76</b>	<b>8,953.80</b>	<b>2,090.83</b>	<b>8,793.09</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,837.72</b>	<b>12,580.04</b>	<b>61%</b>

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
Administration Wages	4,172.62	119.93	104.20	93.04												
Wages & Salaries	1,000.00	154.16	173.91	76.93												
Payroll Expenses Other				15.88												
Social Security	320.70	18.20														
Medicare	75.00	4.25														
ESC	127.76															
Worker's Compensation	2,100.00	1828.52														
Health Insurance	475.77	39.65														
Pension	660.18	55.02														
Audit Fees	400.00		33.00	400.00												
Contract Services/Leases	150.00	19.69	150.13													
Dues & Reference Materials				45.12												
Vehicle Expense	400.00															
Vehicle Expense - Rescue 1	400.00															
Vehicle Expense - Medic 1																
Legal Expense																
Insurance- Liability	5,500.00	5500.00														
Operating Supplies		158.60	3.57													
Postage	75.00			6.95												
Miscellaneous Expense																
Office Supplies	50.00	133.80	47.46													
Telephone/Fax	750.00			70.05												
Utilities - Power	1,200.00	80.79	353.26													
Utilities - Heating Fuel	1,200.00	96.12	192.24	32.99												
Training																
Outside Labor Services																
Repairs/Maintenance	300.00															
In Bound Freight	45.00															
Garbage Pick-up																
Caselle Software Fee	1,471.20	111.45	111.45	111.45												
<b>Total EMS Expenses</b>	<b>20,873.24</b>	<b>8311.84</b>	<b>1,169.22</b>	<b>852.41</b>	<b>-</b>									<b>10,341.81</b>	<b>10,531.43</b>	<b>50%</b>

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
Administration Wages	13,696.43	359.80	1333.31	387.02												
Wages & Salaries	75,600.00	8324.34	3673.86	3690.32												
Payroll Expenses - Other				10760.07												
Social Security	5,536.38	483.95														
Medicare	1,294.80	113.18														
ESC	2,205.62	2.56														
Worker's Compensation	3,000.00	2278.61														
Health Insurance	7,476.85	623.07														
Pension	13,394.46	1116.21														
Living stipend per negotiated Contract	9,600.00															
Audit Fees	1,650.00		196.33	2600												
Contract Services/Leases	150.00	19.67	141.57	45.12												
Dues & Reference Materials	150.00															
Equipment Purchases	100.00	246.15														
Vehicle Expense																
Vehicle Expense - C2	500.00															
Vehicle Expense - Ford Truck	1,200.00	182.64	471.83													
Insurance- Liability	20,000.00	20000.00														
Legal	1,500.00			66.02												
Operating Supplies	250.00	66.17	5.95	184.76												
Postage	45.00			1.99												
Police Equipment	200.00	41.62	188.42													
Office Supplies	130.00	175.00	79.08	58.6												
Telephone/Fax	2,200.00		87.5													
Travel/Per Diem	3,200.00	200.00	44													
cell phone allotment		65.00														
Utilities - Power	2,000.00	80.79	353.26	70.05												
Utilities - Heating Fuel	1,800.00	48.06	96.12													
Training	750.00															
Outside Labor																
Repairs/Maintenance	750.00															
In Bound Freight	100.00															
Miscellaneous Expense																
Technology Upgrade Expense	350.00															
Caselle Software Fee	1,471.20	111.45	111.45													
<b>Total Police Dept. Expenses</b>	<b>170,300.74</b>	<b>34538.27</b>	<b>6782.68</b>	<b>17863.95</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>59184.9</b>	<b>111,115.84</b>	<b>35%</b>



CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
Administration Wages	13,696.43	239.87	2,231.46	4,105.28												
Wages & Salaries	48,802.64	6,436.59	868.07	1,498.36												
Payroll Expenses Other				1,939.32												
Social Security	3,874.94	407.49														
Medicare	906.24	95.29														
ESC	1,543.73	34.20														
Worker's Compensation	10,500.00	8,692.48														
Health Insurance	7,612.49	634.37														
Pension	9,083.63	756.97														
Audit Fees	1,500.00		125.00	2,500.00												
Contract Services/Leases	100.00	19.67	153.88	45.12												
Dues & Reference Materials	100.00			58.60												
Equipment Purchases	750.00	574.91	230.31													
Vehicle Expense Other -Expedition	-															
Street Sweeper																
Vehicle Expense -Yellow Pickup																
Vehicle Expense - CAT 938K	5,000.00	195.41	428.21													
Vehicle Expense-Grader	4,500.00		65.19													
Vehicle Expense-Backhoe	2,000.00															
Vehicle Expense-Grey Truck	175.00	116.15														
Vehicle Expense-Chevy Flatbed	800.00		120.54													
Vehicle Expense- Chevy Colorado	1,000.00															
Vehicle Expense- Sander																
Equipment Expense FUEL			30.99													
Insurance- Liability	8,000.00	8,000.00														
Operating Supplies	1,500.00	245.00	111.14	459.91												
Postage	75.00			16.42												
Miscellaneous Expense																
Office Supplies	150.00	100.90	110.72													
Telephone/Fax	500.00			2,140.39												
Travel/Per Diem																
Licenses/Permits																
Union Negotiations																
Utilities - Power	15,000.00	2,083.63	2,505.41	360.46												
Utilities - Heating Fuel	6,000.00	468.61	973.27	76.97												
Outside Labor Services	5,000.00															
Freight Expense	850.00	14.00	12.00	7.00												
Repairs/Maintenance	750.00	447.55	42.14	208.68												
Garbage Pick up																
Snow Removal	8,000.00															
Legal Expense																
Welder																
Fuel Surcharge																
Caselle Software Fee	1,471.20	111.50	111.50													
MMRF	3059.19															
<b>Total Public Works Expenses</b>	<b>162,300.49</b>	<b>29674.59</b>	<b>8,119.83</b>	<b>13416.51</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>51210.93</b>	<b>111,089.56</b>	<b>32%</b>

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
Wages & Salaries	1,500.00															
Social Security	93.00															
Medicare	1.35															
ESC	37.05															
workers comp	500.00	281.31														
Health Insurance	150.00	12.50														
Pension	195.00	16.25														
Office Supplies				10.25												
Postage Expense				54.98												
Operating Supplies																
Utilities Power	600.00	159.32	196.87	106.9												
Outside Labor Services																
Grant Expense																
Signage																
Repairs/Maintenance	350.00															
Miscellaneous Expenses	199.06															
Garbage Pick-up																
Caselle Software Fee	1,471.20	111.45	111.45													
<b>Total Parks &amp; RV Park Expenses</b>	<b>5,096.66</b>	<b>580.83</b>	<b>308.32</b>	<b>172.13</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1061.28</b>	<b>-</b>	<b>21%</b>

<b>CITY OF SELDOVIA MONTHLY FINANCIAL REPORT</b>	<b>FY20 Budget</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>Feb</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Year To Date</b>	<b>Balance</b>	<b>Percent Change</b>
Wages & Salaries	2,500.00															
Social Security	155.00															
Medicare	36.25															
ESC	61.75															
Worker's Compensation	250.00	244.74														
Health Insurance	100.00	8.33														
Pension																
Operating Supplies																
Utilities - Power	3,000.00		235.50	46.70												
Utilities - Heating Fuel	4,000.00		408.54													
Repairs/Maintenance																
Garbage Pick-up																
Snow Removal																
<b>Total Library Expenses</b>	<b>10,103.00</b>	<b>253.07</b>	<b>644.04</b>	<b>46.70</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>943.81</b>	<b>9,159.19</b>	<b>9%</b>

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
Administration Wages	882.00															
Wages & Salaries	500.00															
Social Security	85.88															
Medicare	20.04															
ESC	33.86															
Worker's Compensation																
Health Insurance	100.00	8.33														
Pension	114.66	730.86														
Misc repairs	57.83															
Legal Expense	100.00															
Utilities-power	2,500.00	47.17	268.48	70.45												
Utilities-heat	3,000.00	300.39	300.39													
Water	956.12															
Sewer	342.87															
Repairs/Maintenance	150.00		161.99													
Travel Per Diem																
Telephone/Fax																
Postage Expense																
Operating Supplies				1448.78												
OutSide Labor				500												
Misc																
<b>Total Seldovia Space Expenses</b>	<b>8,843.26</b>	<b>1086.75</b>	<b>730.86</b>	<b>2019.23</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3836.84</b>	<b>5,006.42</b>	<b>43%</b>

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
<b>Revenues</b>																
Usage Charge	158,559.77	15,431.01	8,744.01	10,716.41										34,891.43		
Water Connect Fees	2,000.00	141.51	124.53	622.65										888.69		
Ferry Water (ALREADY INCLUDED IN USAGE)																
Late Fees	3,500.00	735.00	562.50	212.97										1,510.47		
<b>Total Water Revenues</b>	<b>164,059.77</b>	<b>16,307.52</b>	<b>9,431.04</b>	<b>11,552.03</b>										<b>37,290.59</b>		
<b>Expenses</b>																
Administration Fees	38,952.39	1,439.21	56.39.85	5,315.21												
Wages & Salaries	12,640.71	3,328.28	173.87	805.33												
Payroll Expenses Other				1,431.09												
WTP Wages	17,904.17	3,671.20														
Social Security	4,308.83	525.69														
Medicare	1,007.71	122.95														
ESC	1,716.58	10.25														
Worker's Compensation	2,600.00	2,334.87														
Health Insurance	8,326.13	693.84														
Retirement	10,424.59	868.72														
Audit Fees	6,000.00		500.00	12,000.00												
Dues & Reference Materials	-															
Equipment Purchases	750.00	73.84														
Vehicle Expense - Grader	-															
Contract Monitoring & Testing	5,000.00		1,373.21	591.86												
Insurance- Liability	2,700.00	2,700.00														
Operating Supplies	12,000.00	1,406.58	4,081.79	5,070.93												
Small Tools																
Postage	250.00			16.49												
Miscellaneous Expense																
Office Supplies	200.00	52.50	23.72	3.08												
Telephone/Fax	750.00		150.97	150.97												
Travel/Per Diem	2,500.00															
Union Negotiations																
Licenses/Permits	200.00															
Utilities - Power	5,000.00	497.77	1,108.75	1,379.63												
Utilities - Heating Fuel	6,500.00	727.24	727.24													
Training	1,200.00															
Water Expense																
Outside Labor Services	3,500.00															
Repairs/Maintenance	2,500.00	3,018.37	571.20	121.64												
Freight Expense	4,500.00	79.50	150.00	111.44												
Major Maint. & Repairs	11,157.44															
Fuel Surcharge																
Caselle Software Fee	1,471.21	111.45		111.45												
<b>Total Water Utility Expenditure</b>	<b>164,059.76</b>	<b>19,326.89</b>	<b>8,860.75</b>	<b>27,109.12</b>												
<b>Total Water Revenues</b>	<b>164,059.77</b>	<b>16,307.52</b>	<b>9,431.04</b>		<b>13,874.09</b>									<b>39,612.65</b>		<b>0.24</b>
<b>Total Water Expenditures</b>	<b>164,059.76</b>	<b>19,326.89</b>	<b>8,860.75</b>		<b>7,143.68</b>									<b>55,296.76</b>		<b>34%</b>
<b>Net Effect for Water Fund</b>	<b>0.01</b>		<b>570.29</b>													

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
<b>Sewer REVENUES</b>																
Usage Charge	74,498.76	7,242.70	4,291.64	6,506.77												
Misc Revenue	75.00															
Rents	150.00		50.00													
Late Fees	3,500.00															
<b>Total Sewer Utility Revenues</b>	<b>78,223.76</b>	<b>7,242.70</b>	<b>7,570.22</b>	<b>6,506.77</b>										<b>21,319.69</b>	<b>(56,904.07)</b>	<b>27%</b>
<b>Sewer EXPENSES</b>																
Administration Fees	32,964.30	1,439.25	4,030.20	1,223.04												
Wages & Salaries	9,449.54	3,421.03	174.02	596.41												
Payroll Expenses	2,629.66	312.87		170.26												
Medicare	615.00	73.18														
ESC	1,047.62	10.25														
Worker's Compensation	600.00	478.23														
Health Insurance	4,384.82	365.40														
Retirement	6,362.08	530.17														
Audit Fees	5,000.00		416.67	10,000.00												
Dues & Reference Materials	100.00			58.60												
Equipment Purchases	700.00	73.84														
Vehicle Expense																
Insurance- Liability	3,000.00	3,000.00														
Postage	250.00			16.48												
Office Supplies	100.00	52.50	23.71	4.46												
Operating Supplies		19.87	19.39													
Travel/Per Diem																
Utilities - Power	3,500.00	273.70	601.89	283.15												
Utilities - Heating Fuel	2,500.00															
Outside Labor Services																
Repairs/Maintenance	2,000.00															
In Bound Freight	200.00															
Major Maint.& Repairs	1,349.54															
Caselle Software Fee	1,471.21	111.45		111.45												
<b>Total Sewer Utility Expenses</b>	<b>78,223.77</b>	<b>9,673.51</b>	<b>1,176.07</b>	<b>12,463.85</b>												
<b>Total Sewer Revenues</b>	<b>78,223.76</b>	<b>9,784.96</b>	<b>11,911.86</b>	<b>6,506.77</b>	<b>6,495.61</b>									<b>34,699.20</b>	<b>43,524.56</b>	<b>44%</b>
<b>Total Sewer Expenditures</b>	<b>78,223.77</b>	<b>34,320.65</b>	<b>5,265.88</b>	<b>12,463.85</b>										<b>52,050.38</b>	<b>26,173.39</b>	<b>67%</b>
<b>Net Effect</b>	<b>(0.01)</b>		<b>6,645.98</b>													

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
<b>DOCK REVENUES</b>																
Dock Lease	9,600.00															
Docking				200.00												
Wharfage																
Commissions																
Ferry Office Rental			4,000.00	5,200.00												
Ferry Stops	16,800.00		2,200.00													
Ferry Garbage				2,080.00												
Wages	16,100.00		4,301.00	5,457.00												
Ticket Sales			561.40	1,069.00												
Crane Use	750.00	20.00														
Raw Fish Tax	2,400.00															
Energy Assistance																
<b>Total DOCK Revenues</b>	<b>45,650.00</b>	<b>20.00</b>	<b>11,062.40</b>	<b>14,006.00</b>										<b>25,088.40</b>	<b>20,561.60</b>	<b>55%</b>
<b>DOCK Expenditures</b>																
Administration Fees	13,696.43	339.80	655.52	408.94												
Wages & Salaries	27,695.68	1,819.78	1,515.28	2,384.47												
Payroll Expenses	2,566.31	137.42		724.83												
Medicare	600.19	32.13														
ESC	1,022.39															
Worker's Compensation	2,500.00	1,631.60														
Health Insurance	2,498.02	208.17														
Retirement	6,208.82	517.40														
Audit Fees	1,000.00		100.00	1,465.82												
Equipment Purchases																
Insurance- Liability	2,500.00	2,500.00														
Operating Supplies	-	304.22														
Postage Expense	-															
Telephone/Fax	500.00			522.02												
Travel/Per Diem	-															
Utilities - Power	7,000.00	479.40														
Outside Labor Services	-															
Repairs/Maintenance	750.00															
In Bound Freight																
Snow Removal																
Major Maint & Repairs	-															
Caselle Software Service	1,471.21	111.45	111.45	111.45												
<b>Total Municipal Dock Expenses</b>	<b>70,009.05</b>	<b>6,449.77</b>	<b>2,382.25</b>	<b>5,617.53</b>										<b>14,449.55</b>	<b>55,559.50</b>	<b>21%</b>
<b>Total Municipal Dock Revenues</b>	<b>45,650.00</b>	<b>20.00</b>	<b>11,062.40</b>	<b>14,006.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,088.40</b>	<b>20,561.60</b>	<b>55%</b>
<b>Net Effect</b>	<b>(24,359.05)</b>	<b>(6,429.77)</b>	<b>8,680.15</b>	<b>8,388.47</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,638.85</b>		<b>23%</b>

CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20 Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
<b>Harbor Revenues</b>																
Stall Rental	171,386.25	6,024.27	4,000.01	209.00												
Grid Usage	200.00	243.76	21.88													
Misc. Rentals/Pumps, Etc.	300.00															
Electric	18,000.00	1,659.40	800.65	472.16												
Electric Connect	25.00	100.00		420.06												
Boat Ramp Fees	125.00	250.00	36.45	36.50												
Waiting List	150.00	342.00		175.00												
Late Fees																
Tour Boat Landing Fee	8,500.00			7,555.00												
Float Plane	200.00	650.32		130.00												
Equipment Rental	80.00															
Misc Revenue	-															
Fish and Game Licensing	-	3,915.00	1,968.35													
Water Tokens		622.50														
Fish Cleaning Table		115.96														
Camping Tent/RV																
AMHS Tickets		949.00														
Harbor Garbage		270.00														
Collection Fees	1,800.00	15,142.21														
<b>Total Boat Harbor Revenues</b>	<b>198,966.25</b>	<b>30,284.42</b>	<b>6,827.34</b>	<b>8,997.72</b>										<b>46,109.48</b>	<b>46,109.48</b>	<b>23%</b>
<b>Harbor Expenditures</b>																
Administration Fees	22,847.02	599.68	2508.91	460.1												
Wages & Salaries	53,222.06	9730.5	5864.33	5801.4												
Payroll Expenses Other				3234.71												
Social Security	4,716.28	553.28														
Medicare	1,103.00	12.9														
ESC	1,878.91	85.9														
Worker's Compensation	5,500.00	4093.06														
Health Insurance	11,577.34	964.78														
Retirement	11,410.36	647.18														
Audit Fees	2,300.00		191.67													
Dues & Reference Materials	500.00		125.23	117.2												
Equipment Purchases	800.00	344.6														
Vehicle Expense																
Insurance- Liability	12,000.00	12,000.00														
Legal																
Operating Expense	1,000.00	116.78	407.46	285.65												
Postage	200.00			76.97												
Fish and Game Licenses - Passthrough		3556.85														
Intuit Fees Credit Card																
Miscellaneous Expense																
Office Supplies	200.00	245	155.11	14.35												
Telephone/Fax	650.00		75													
Travel/Per Diem	3,000.00															
Utilities - Power Floats	3,500.00	1015.25	2062.4													
Utilities - Power Harbor Bldg.	1,400.00	444.17	30.74	1198.16												
Utilities - Heating Fuel	3,250.00	137.52	162.8	53.09												
Training																
Safety Equipment	1,000.00															
Outside Labor Services																
Repairs/Maintenance	2,000.00															
In Bound Freight	200.00															
Garbage Pick up	3,300.00															
Snow Removal	3,000.00															
Caselle Software Fee	1,471.21	111.45														
Major Maint.& Repairs	17,240.07															
<b>Total Boat Harbor Expenses</b>	<b>169,266.25</b>	<b>34,658.90</b>	<b>11,583.65</b>	<b>11,241.63</b>										<b>57,484.18</b>	<b>111,782.07</b>	<b>34%</b>
<b>Total Boat Harbor Revenues</b>	<b>198,966.25</b>	<b>30,284.42</b>	<b>6,827.34</b>	<b>8,997.72</b>										<b>46,109.48</b>	<b>152,856.77</b>	<b>23%</b>
<b>Net Effect</b>	<b>29,700.00</b>															



CITY OF SELDOVIA MONTHLY FINANCIAL REPORT	FY20Budget	July	August	September	October	November	December	January	Feb	March	April	May	June	Year To Date	Balance	Percent Change
<b>BHO Revenues</b>																
Storage Fees	39,147.00	2,945.62	1,710.40	1,770.65												
Lifts - Haul Outs	1,400.00			600.00												
Launches	1,400.00		200.00													
Electric	-															
Blocking	1,400.00															
Boat Haul Out Ramp Fees	200.00		240.00													
Delivery Charges	750.00															
Late Fees				455.00												
<b>TOTAL BOAT HAULOUT/STORAGE Revenues</b>	<b>44,297.00</b>	<b>2,945.62</b>	<b>2,150.40</b>	<b>2,825.65</b>										<b>7,921.67</b>	<b>36,375.33</b>	<b>18%</b>
<b>BHO Expenditures</b>																
Administration Fees	4,172.62	119.93	157.71	187.20												
Wages & Salaries	9,921.80	653.43	174.14	76.93												
Payroll Expenses Other				24.74												
Social Security	873.85	46.92														
Medicare	204.37	112.93														
ESC	348.13	10.98														
Worker's Compensation	750.00	244.74														
Health Insurance	1,494.00	964.78														
Retirement	2,114.16	176.18														
Outside Labor																
Audit Fees	800.00		66.67	850.00												
Vehicle Expense *CAT 938K	500.00															
Vehicle Expense Other	-															
Equipment Purchases	300.00	147.69														
Insurance- Liability	3,200.00	3,200.00														
Legal Expense	-															
Operating Supplies	500.00	39.71	117.35	100.90												
Postage	150.00			32.99												
Office Supplies	85.00	105.00	47.46													
Travel/ Per Diem				211.88												
Utilities - Power	5,500.00	220.65	211.07	-												
Repairs/Maintenance	650.00	3.90	1,379.14													
In Bound Freight	150.00			36.40												
Caselle Software Fee		111.45	111.45	111.45												
Major Maint. & Repairs	-	5,914.09	142.00													
<b>TOTAL BOAT HAULOUT/STORAGE Expenditures</b>	<b>31,713.93</b>	<b>17,963.62</b>	<b>2,406.99</b>	<b>1,632.49</b>										<b>22,003.10</b>	<b>9,710.83</b>	<b>69%</b>
<b>TOTAL BOAT HAULOUT/STORAGE Revenues</b>	<b>44,297.00</b>	<b>5,891.24</b>	<b>2,150.40</b>	<b>2,825.65</b>										<b>10,867.29</b>	<b>33,429.71</b>	<b>25%</b>
<b>NET Effect</b>	<b>12,583.07</b>	<b>12,072.38</b>	<b>(256.59)</b>													



P.O. Drawer B Seldovia, Alaska 99663 Phone: (907) 234-7643, Fax: (907) 234-7430 email: [citymanager@cityofseldovia.com](mailto:citymanager@cityofseldovia.com)

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To: Mayor Lent and Seldovia City Council  
From: Cassidi Cameron  
Subject: City Manager's Report  
Date: November 25, 2019

### **CITY MANAGER REPORT**

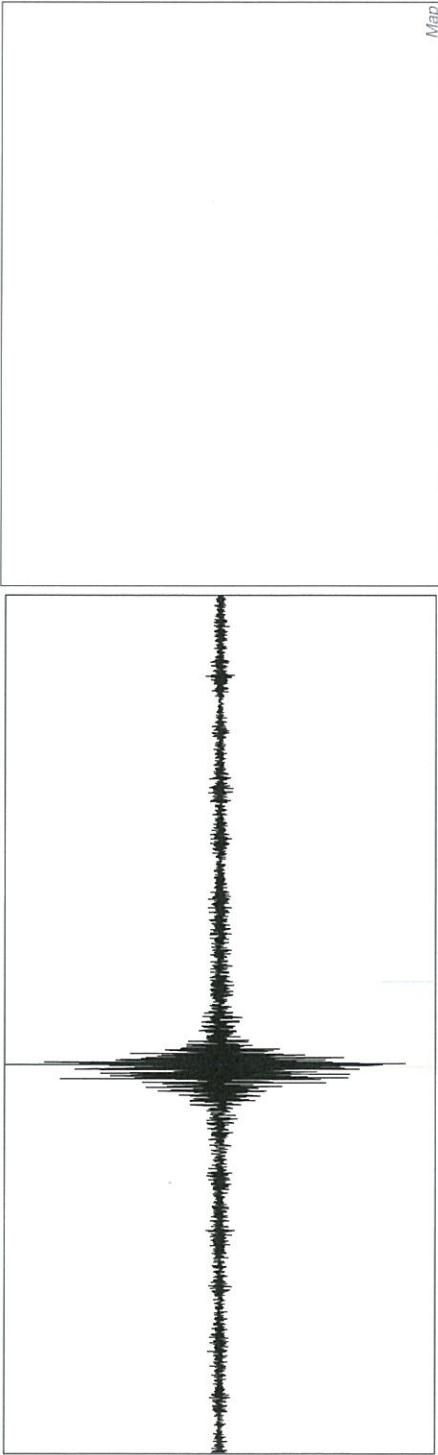
- Water Infrastructure Projects – ARWA
  - Kevin Schonenman visit November 5th-8<sup>th</sup> – results included with report. Additional trips to be scheduled.
  - Water line repair plan development
    - Main Street around 275 Main Street
    - Dock Street at hydrant
- Online Sales Tax Commission – Timeline and highlights
- SVFD and BHVFD Memorandum of Agreement and Mutual Aid Agreement development
- DOT Memorandum of Agreement Amendment
- LED Indoor Light Conversion Plan
- SOA Public Safety Contract – awaiting response
- EDA Grant Opportunity: mitigation, resiliency for the future; Nexus development
- Land Use Management Plan
- Harbor Parking Lot Plan
- City of Seldovia Water Shortage Management Plan – Draft Development (included)



# Analysis Report

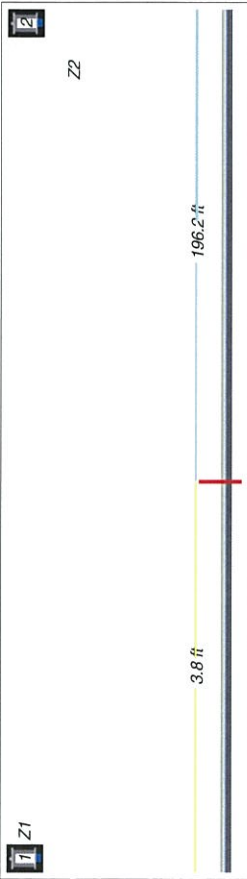
Zone: overnight  
 Date: Thursday, 7-Nov-19, 3:00  
 User: City Office

No. of Loggers: 2  
 No. of Correlations: 1  
 Auto Analysis: Complete



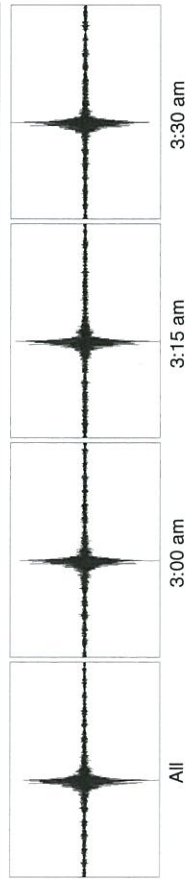
Map

# City Office Hydrant



### Pipe Information

Sensor Distance: 200.0 ft  
 Pipe Material: Ductile Iron  
 Pipe Diameter: 8 inches  
 Sound Velocity: 3958 ft/s



Comments

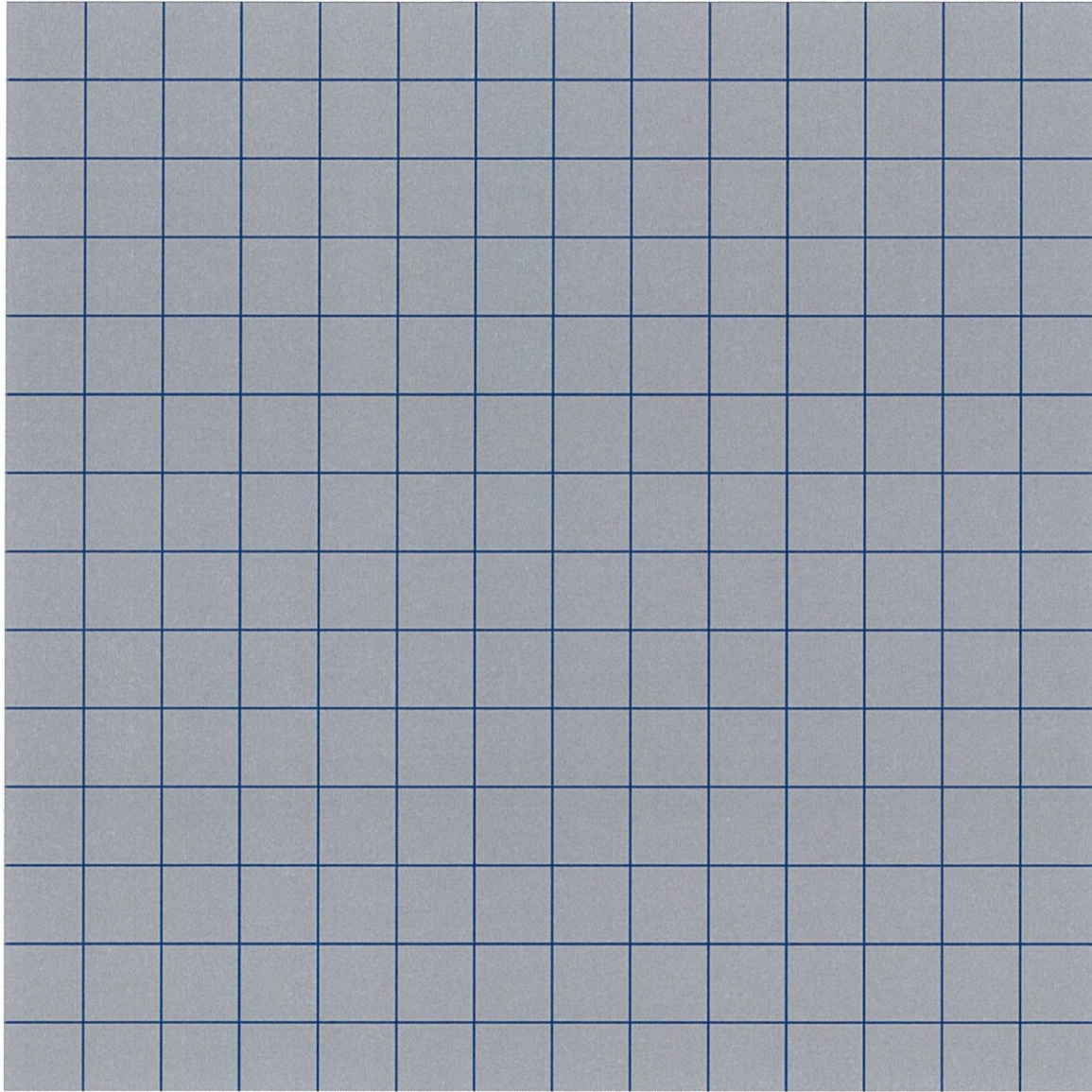
Repair Action:



# Analysis Report

**Zone:** overnight  
**Date:** Thursday, 7-Nov-19, 3:00  
**User:** City Office

**No. of Loggers:** 2  
**No. of Correlations:** 1  
**Auto Analysis:** Complete



ZGrid.bmp

1200.0 ft

No.	Sensor Locations	Pipe Information	Distance	Correlation	Leak location	Comments
1	Z1	Ductile Iron	200.0 ft		3.8 ft from Z1	
	Z2	8 inches			196.2 ft from Z2	

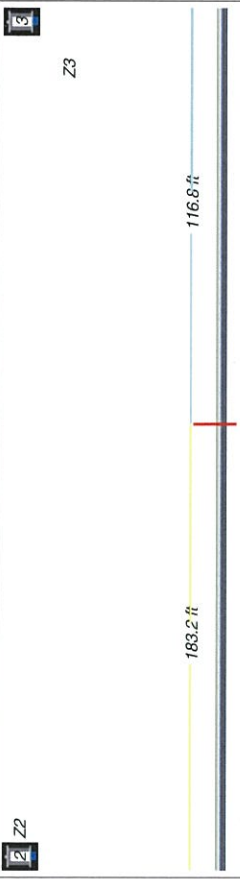
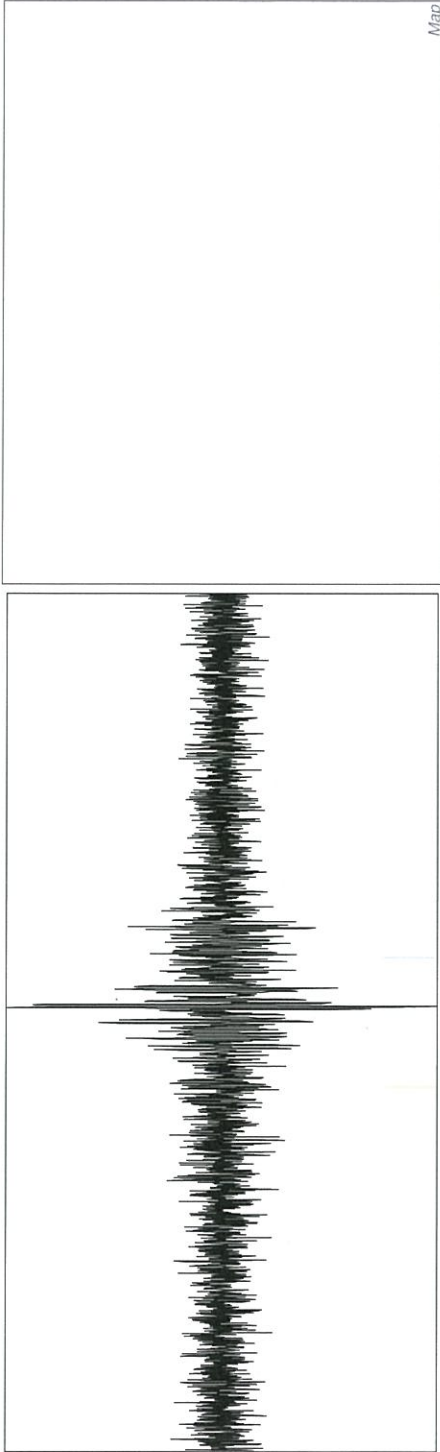
Comments

Repair Action:



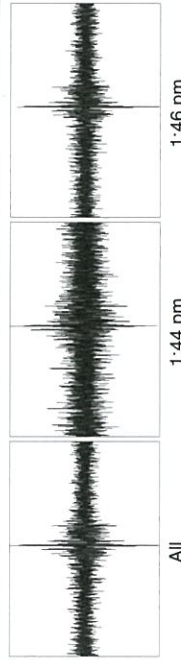
# Analysis Report

Zone: Valve  
 Date: Thursday, 7-Nov-19, 13:44  
 User: Harbor Main  
 No. of Loggers: 3  
 No. of Correlations: 3  
 Auto Analysis: Complete



### Pipe Information


Sensor Distance: 300.0 ft  
 Pipe Material: Ductile Iron  
 Pipe Diameter: 10 inches  
 Sound Velocity: 3860 ft/s



Comments

Repair Action:

HARBORVIEW + MAIN

No.	Sensor Locations	Pipe Information	Distance	Correlation	Leak location	Comments
3	Z1 Z2	<i>Not Selected</i>				

Comments

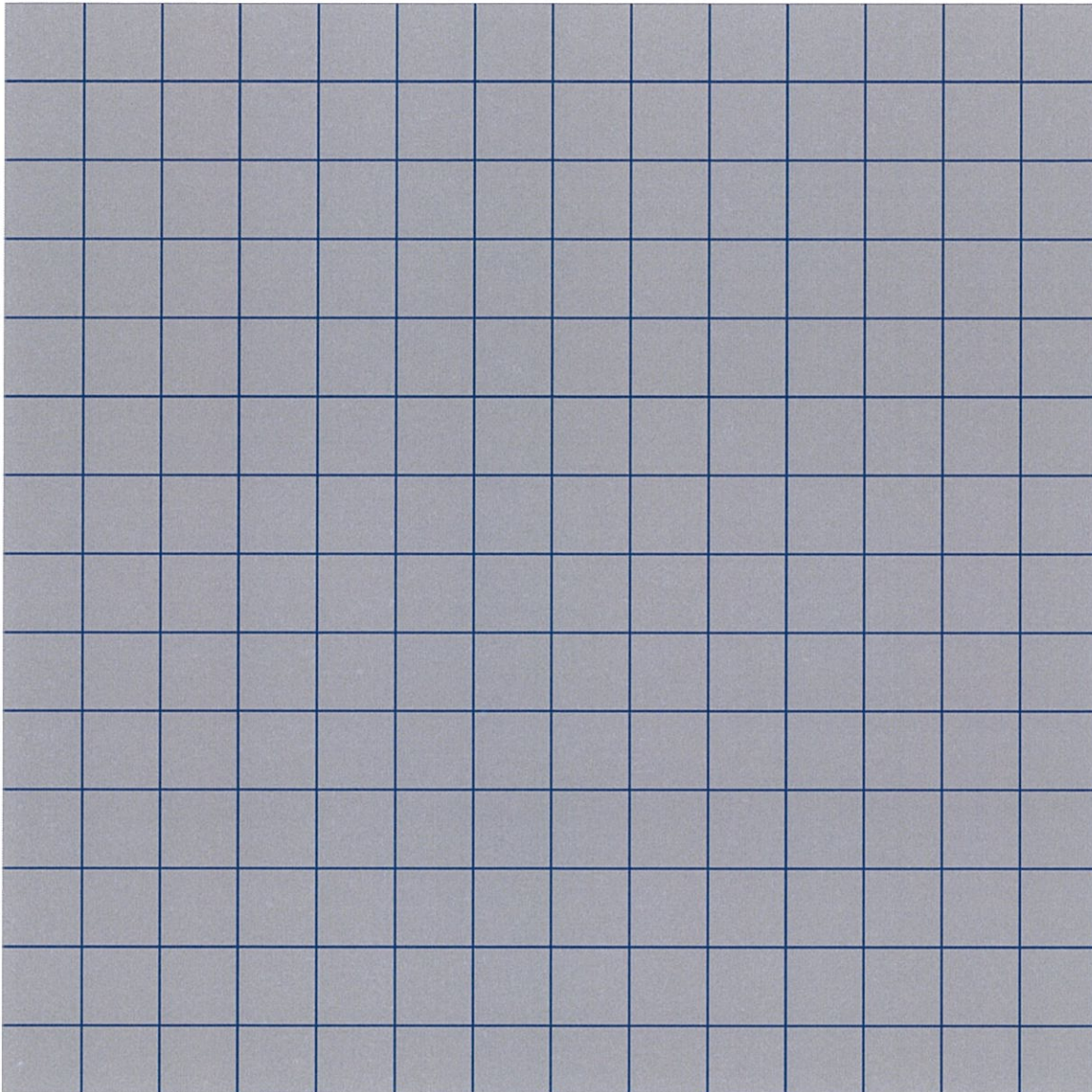
Repair Action:



# Analysis Report

**Zone:** Valve  
**Date:** Thursday, 7-Nov-19, 13:44  
**User:** Harbor Main

**No. of Loggers:** 3  
**No. of Correlations:** 3  
**Auto Analysis:** Complete



ZGrid.bmp

1200.0 ft

No.	Sensor Locations	Pipe Information	Distance	Correlation	Leak location	Comments
1	Z1 Z3	Ductile Iron 10 inches	118.0 ft		Leak is over or past the YELLOW	
2	Z2 Z3	Ductile Iron 10 inches	300.0 ft		183.2 ft from Z2 116.8 ft from Z3	





www.cityofseldovia.com

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City of Seldovia  
Water Shortage Management Plan  
DRAFT

**Findings:**

- A. In order to maintain a supply of safe, treated water for the City of Seldovia's citizens and businesses and to meet fire protection needs during periods of either low water supply or high water use, it is necessary to implement a water shortage management plan which identifies specific actions to be taken by the City of Seldovia to manage water available for distribution.
- B. The City of Seldovia has limited water storage capacity. The maximum capacity of the reservoir is estimated at 16.0-acre feet (5.21 million gallons). The average ("normal") capacity of the reservoir is 11.2-acre feet (3.65 million gallons). Of that \_\_\_\_\_ is usable. The storage tank located at the water treatment plant property holds 500,000 gallons of water, with tank level at 22 feet.
- C. Seldovia is located in a temperate climate with an average annual rainfall of 44 inches. Drought conditions periodically occur and practices to conserve water are necessary.
- D. High demand coupled with drought conditions and/or water system constraints may reduce water available to Seldovia's water supply system to the point of creating a water shortage;
- E. The City of Seldovia has developed a water shortage management response plan that is a layered contingency plan that provides for a systematic response, restricting customer water use, and moderating water waste to meet the essential needs of the community.
- F. It is necessary to provide the City of Seldovia staff with flexibility to implement measures to restrict water use as deemed appropriate to conserve the water

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supply of the City of Seldovia, to protect the health, safety and general welfare of the citizens during periods of potential water shortage.

**Purpose and Intent:**

It is the purpose and intent of this part to proactively establish procedures for systematically managing water demand through conservation measures and measures designed to limit water use during a system constraint or hydrological-related shortage. The procedures listed in this part are designed to be used during atypical and irregular events, and are not intended for use as a substitute for developing water supply projects.

**Waste of Water Prohibited:**

No water conservation shall allow, permit or cause the waste of water, which shall include any use of water in violation of this part.

**Authorization:**

- A. The City Manager, along with the Public Works Director and Water Department staff are authorized to enforce this part.
- B. The City Manager may declare a Stage I, Stage II or Stage III shortage when either a hydrologic or emergency shortage exists as defined below:
  - 1. Hydrologic Shortage: a hydrological shortage exists at a point that the draw down from the reservoir exceeds the input from the watershed
  - 2. Emergency Shortage: an emergency shortage exists when conditions such as storage tank levels, operational constraints, infrastructure failure, natural disaster, regulatory issues or other factors hinder the City's ability to meet customer water demands.
- C. The City Manager may propose and implement additional water shortage response measures, beyond those contained in this part, or modify existing water shortage response measures, as deemed necessary.

**Action for Hydrological Shortage:**

If the total reservoir system storage is projected to be below \_\_\_\_\_ of demand, then City of Seldovia staff will conduct an analysis. The analysis will consider system demands, water supply indicators such as long-range weather forecasts, snowpack, precipitation, temperature, evaporation, stream flow, soil moisture, projected storage levels, operational constraints, and risk tolerance. If the analysis reveals a substantial risk of shortage, then the results will be reported to the City Manager with a recommendation for implementation of water shortage response

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measures, including declaration of a Stage I, Stage II, or Stage III shortage as listed in this part.

**Action for Emergency Shortage:**

If an emergency shortage exists when conditions such as reduced storage tank levels, operational constraints, infrastructure failure, natural disaster, regulatory issues, fire risk or other factors hinder the City's ability to meet customer water demands, then the results will be reported to the City Manager with a recommendation for implementation of water shortage response measures, including declaration of a Stage I, Stage II, or Stage III shortage as listed in this part.

**Public Awareness for Conservation Measures:**

The Water Department continually monitors water levels. Prior to Stage I or preceding periods of known, high demand, the City will increase public communication and education efforts aimed at water conservation and, will encourage the community to conserve water wherever possible in the hopes of thwarting a Stage I watch measure.

**Stage I Shortage (WATCH – YELLOW ALERT):**

A Stage I shortage may be declared when the Water Department and Public Works Director inform the City of Seldovia Manager that the analysis required under section Authorization, part B of a water shortage indicates that proactive measures should be taken to avoid or reduce the severity of a shortage. During a Stage I shortage, the City of Seldovia will increase public communication and education efforts aimed at water conservation and will encourage the community to conserve water wherever possible.

**Stage I**, in relation to water storage tank levels, will automatically be triggered when the tanks' levels fall below a sustainable level of \_\_\_\_\_ Feet \_\_\_\_\_ days.

During a Stage I shortage, water customers are encouraged to follow the voluntary water conservation measures set forth below:

- A. Water landscaped areas and/or gardens only between the hours of 5:00 a.m. and 8:00 a.m.
- B. Do not use water to clean outdoor hard surfaces such as sidewalks, walkways, driveways, decks and patios, with a hose that lacks an active positive shut-off nozzle.
- C. Do not wash motor vehicles, trailers, boats and other types of equipment with a hose that lacks an active positive shut-off nozzle.
- D. Repair or disable any detectable water system line, component, or plumbing fixture that is leaking or damaged, as soon as possible.

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- E. Restaurants, hotels, cafes, or other public places where food is sold, served or offered for sale, are encouraged not to serve drinking water from the tap unless expressly requested by a patron.

During a Stage I shortage, major water customers will be required to follow the mandatory water conservation measures set forth below:

- A. Major industrial and commercial water customers using water for their business operations shall submit a water conservation plan to City of Seldovia staff which identifies measures to be implemented at each of the three stages of water shortage, and shall begin implementing Stage 1 measures. The industrial or commercial user must develop, maintain on site, and comply with a water conservation plan that demonstrates optimal use of water. This plan must be available for review and approval upon request by the City of Seldovia at all reasonable times. At a minimum, these customers shall include city dock services (including AMHS, commercial fishing vessels and bulk water sales) and all harbor facilities.

- B. Commercial water sales to Alaska Marine Highway, large vessels or commercial boats, or other large purchases for use outside of the water enterprise fund service area, shall be prohibited.

#### **STAGE II SHORTAGE (WARNING – ORANGE ALERT):**

A Stage II shortage may be declared when the Water Department and Public Works Director inform the City of Seldovia Manager that the analysis required under section Authorization, Part B of a water shortage indicates that the Stage I response is insufficient to reduce demands to a level in proportion to the severity of the shortage.

Stage II, in relation to water storage tank levels, will automatically be triggered when the tanks' levels fall below a sustainable level of **20 feet for a period of three days**.

The following restrictions on the use of water by water customers and water conservation measures shall be in effect, required and enforced during a Stage II shortage:

- A. Outdoor landscape watering is prohibited.
- B. Washing of sidewalks, walkways, patios, driveways, rights of ways, decks, parking areas or other hard surfaces is prohibited. Power washing shall only be used for protection of public health, safety or welfare.
- C. Washing of motor vehicles, trailers, boats and other types of equipment shall be prohibited. Vehicles contained in commercial operation or fleets may be washed if public safety requires it.
- D. No water customer shall fail to repair or disable any detectable water line, water system component, or plumbing fixture that is leaking or damaged, within 48-hours of discovery. Failure to comply shall cause the water service to be shut-off by the City of Seldovia until such repairs are made.

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E. Filling or refilling any outdoor water feature or hot tub shall be prohibited.

F. No restaurant, hotel, cafe, or other public place where food is served, or offered for sale, shall serve drinking water from the tap, unless expressly requested by a patron.

G. Industrial and commercial water customers, in particular ports and harbor's industrial facilities, seafood processors, and dock-fueling stations may utilize water for their business operation needs according to their business' previously submitted water conservation plan. The City of Seldovia will require periodic reporting by the customer to demonstrate optimal use of water and to help project water shortage trends.

If Stage II water shortage is related to reduced storage tank levels, industrial and commercial water customers shall have water flow reduced by 25% of the water service limits, in coordination with the customers, to assist in recovering water levels in the storage tanks. Throttling will be monitored and only implemented as long as necessary.

H. City of Seldovia Facilities:

1. All boat harbors shall have all individual boat slips' water service discontinued.
2. The Fire Department will be notified of the reduced service, allowing them to implement an alternative fire response plan.
3. The Swimming Pool shall have limited hours of water service.

### **STAGE III SHORTAGE (CRITICAL – RED ALERT):**

A Stage III shortage may be declared when the Water Department and Public Works Director inform the City of Seldovia City Manager that the analysis required under section Authorization, Part B of a water shortage indicates that the Stage II response is insufficient to reduce demands to a level in proportion to the severity of the shortage.

Stage III, in relation to water storage tank levels, applies when the tanks' levels fall below a sustainable level of 15 feet for a period of three days.

In addition to the Stage II restrictions and water conservation measures set forth above, the following restrictions on the use of water by water customers shall be in effect and required during a Stage III shortage:

A. All outdoor use of water is prohibited.

B. Any water customer found to have a leak or damaged water line, water system component, or plumbing fixture shall have water service disconnected until such repairs are made.

C. Industrial and commercial water use shall be reduced by an amount, to be determined by the Borough, in relationship to the severity of the shortage. If Stage III water shortage is related to reduced storage tank levels, industrial and commercial water customers shall have water flow reduced by a further 25% of

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the water service limits (total of 50% at Stage III), in coordination with the customers, to assist in recovering water levels in the storage tanks. Throttling will be monitored and only implemented as long as necessary.

**D. City of Seldovia Facilities:**

1. Dock and Harbor Facilities (all Boat Harbors, City Dock and the Boat/Vessel Washdown Facility) shall have water service discontinued as long as necessary.
2. The Fire Department will be notified of the reduced service, allowing them to implement an alternative fire response plan.
3. Multi-Purpose Building: services housed within MPB may be abbreviated as necessary

**DURATION OF WATER USE RESTRICTIONS:**

The City of Seldovia will regularly evaluate the estimated supply of water available to the water system in an effort to determine whether it is necessary to continue the water use restrictions of a declared stage or level. Stages and levels may be declared in accord with this chapter and, if water supply conditions warrant, the City of Seldovia Manager may either downgrade or withdraw a declaration of a Stage I, Stage II, or Stage III shortage. Updates regarding water status and restrictions will be posted regularly on the City's website to maintain community communication.

**EXCEPTIONS:**

- A. Water customers may use water when a critical need is approved by the City of Seldovia Manager, which may include when water use is essential to protect public health, safety or welfare, or when water use is related to a commercial activity and disruption would cause economic harm.

**ACCESS TO PREMISES:**

Whenever necessary for the purposes of investigating any alleged violation of this part, the City of Seldovia shall have the power, upon the presentation of proper credentials, to enter and inspect at any reasonable time, and in any reasonable manner, the exterior of a water customer's premises. If entry to or inspection of the premises is denied or not promptly permitted, the City of Seldovia is authorized to terminate the water customer's water service to the premises, for willful violations of mandatory restrictions and regulations in this chapter, until the required inspection is made and the City of Seldovia is satisfied that a water waste situation does not exist.

**LIABILITY:**

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Each water customer shall be responsible for compliance with this part with respect to the water customer's premises, and shall be responsible for applicable charges for noncompliance with this part. In the event of an alleged violation of this part, proof of the existence of a declared water shortage and proof of any violation of any restriction set forth in this part, together with proof that the violation originated at any water customer's premises, shall constitute a rebuttable presumption that the water customer is responsible for the violation.

**VIOLATIONS AND CHARGES:**

A. Every law enforcement officer having jurisdiction in the Seldovia area shall have the authority to enforce the provisions of this section. In addition, the City of Seldovia Manager may also delegate enforcement responsibility for this section to other agencies and departments of city government, utilizing a variety of enforcement methods, including but not limited to, conducting customer education, issuing warnings and the addition of charges to water bills. The City of Seldovia Manager shall determine the stage of shortage at which the addition of charges to water bills will be used as an enforcement mechanism.

B. In the event the City of Seldovia determines that an observed violation of this part has occurred on a water customer's premises during a Stage II, or Stage III shortage, the water customer may be subject to the following:

1. For a first observed violation of a Stage II, or Stage III restriction as set forth in this chapter, the City of Seldovia shall notify the water customer in writing of the violation and issue a written warning to the water customer. Enforcement officials shall provide violators with no more than one written warning. Each day in violation of this section shall constitute a separate offense.

2. For a second and any subsequent observed violation of a Stage II restriction as set forth in this chapter, the City of Seldovia shall notify the water customer in writing of the violation and shall add a two hundred and fifty-dollar (\$250.00) charge to the water bill for the premises. Each day in violation of this section shall constitute a separate offense.

3. For a second and any subsequent observed violation of a Stage III restriction as set forth in this chapter, the City of Seldovia shall notify the water customer in writing of the violation and shall add a five hundred-dollar (\$500.00) charge to the water bill for the premises. Each day in violation of this section shall constitute a separate offense.

C. For repeated observed violations of this part occurring during any Stage II or Stage III shortage, the City of Seldovia may, in its discretion:

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a) disconnect water service to the premises for which the violations occurred in accord with the code of the utility; or b) restrict water flow to the water customer at the premises at which the violations occurred. Any flow restriction shall remain in place for a period determined by the Borough, based upon the severity of the violation as well as the applicable declared stage.

- D. Whenever the City of Seldovia finds a water customer to be in violation of this part, a notice of violation must be issued. Every reasonable effort will be made to notify the water customer of the violation, and a notice requiring the customer to cease the violation and take remedial action will be posted at the point of entry into the property. Failure to comply may result in temporary termination of water service pursuant to applicable water codes.
- E. The notice of violation must be served upon the water customer by fixing the notice to the premises of the water customer in a conspicuous place, by personal delivery, or by sending the notice electronically or by U.S. mail. If sent electronically or by mail, service shall be deemed complete upon sending or mailing. Service of the notice of violation by affixation has the same force and effect and is subject to the same penalties for disregarding a notice, as if the notice of violation were personally served on the water customer. For purposes of this part, a person who is of full legal age and who resides at the premises is deemed to be the agent of the water customer to receive a notice of violation.
- F. Whenever a water customer fails to correct a violation within the correction period set forth on a notice of violation, this failure to correct shall constitute an additional violation.
- G. Any charge assessed pursuant to this chapter shall be collectible in the same manner as a water charge under the water rates related to the Seldovia Water Department, and if unpaid, water service for the premises may be discontinued in accord with the Borough's codes.
- H. Any charge assessed an industrial or commercial user, pursuant to this chapter, shall be equal to three (3) times the applicable charge.

## **DISPUTE RESOLUTION:**

Any water customer's dispute with the City of Seldovia concerning this part shall first be addressed through review by the City of Seldovia Manager. If the review by the City of Seldovia Manager does not resolve the dispute, the water customer may, within five days of the demand made upon them for the water shortage violation, demand a hearing before the City of Seldovia Assembly on this matter. The City of Seldovia City Council shall, after receiving a report from the City of Seldovia City Manager of water shortage violation charges, afford an opportunity for such hearing and shall make a determination to uphold, alter or remove the water shortage violation charges. Any remaining violation charges shall be collected according to standard City of Seldovia collection procedures.



## 69<sup>th</sup> Annual Local Government Conference Highlights and Takeaways

- Alaska Municipal Managers Association – Meetings 17<sup>th</sup>-19<sup>th</sup>
- Alaska Municipal League Conference – 20<sup>th</sup> – 22<sup>nd</sup>
- Remote Sellers Sales Tax Commission Inaugural Board Meeting; Bylaws and Elections
- AMHS Ferry Panel and Roundtable
- PERS update and Roundtable
- Health Association Plan
- Denali Commission Meeting
- Village Safe Water Meeting
- AMLJIA Meeting
- Attorney Meetings
- DOT Meeting



*Left to Right: Cassidi Cameron, City of Seldovia; Mila Cosgrove, City/Borough Juneau; Katie Koester, City of Homer; Jim Williams, outgoing president, Fairbanks Northstar Borough; Lyn Carden, City of Wasilla; Mary Tesche, Aleutians East Borough*



*Remote Sellers Sales Tax Commission Signatory Ceremony*



*Remote Sellers Sales Tax Commission Signatory Ceremony*

# ALASKA MUNICIPAL MANAGEMENT ASSOCIATION

ONE SEALASKA PLAZA, SUITE 200 . Juneau, Alaska 99801, (907) 586-1325

## **2019 Annual Conference** Adventure Room Hotel Captain Cook, Anchorage Alaska November 18-19, 2018

### **Monday, November 18, 2019** (9:00 a.m. to 5:00 p.m.)

- 9:00 - 12:00 New Manager Orientation – Mila Cosgrove
- 12:00 - 1:30 Lunch / Conference Registration & Check In
- 1:30 - 3:00 Professional Development – *Implicit Bias* by Pat Martel, ICMA West Coast Regional Director
- 3:00 - 3:30 Break / Networking
- 3:30 - 4:30 Professional Development - *Gaining Project Support* by Rorie Watt, Juneau City Manager
- 6:00 Dinner on your own – go with a buddy!

### **Tuesday, November 19, 2018** (8:00 a.m. to 5:00 p.m.)

- 8:00 Breakfast
- 8:15 - 8:20 Welcome & Introductions – Jim Williams
- 8:20 - 8:45 AML Update – Nils Andreassen, AML Executive Director
- 8:45 - 9:30 ICMA Update – by Pat Martel, ICMA West Coast Regional Director
- 9:30 – 10:30 Panel Discussion - *Manager/Council Relations* moderated by Pat Martel, ICMA West Coast Regional Director
- 10:30 - 11:00 Break, Networking
- 11:00 - 12:00 Panel Discussion with the Attorneys - *Social Media and Associated Legal Issues*
- 12:00 - 1:00 Lunch / Networking
- 1:00 - 2:00 Panel Discussion – *Engaging the Community in Municipal Finance* (moderator TBD)
- 2:00 - 3:00 Panel Discussion - *Public/Private Partnerships* moderated by Katie Koester, Homer City Manager
- 3:00 - 3:30 Break, Networking
- 3:30 - 5:00 AMMA Annual Board Meeting – see agenda attachment
- 5:00 Wrap-up
- 6:00 AMMA Dinner – 49<sup>th</sup> State Brewing Co.



**Wednesday, November 20, 2019**

**AML Annual Conference**

- Opening Session & Keynote
- Day One Workshops, Panel Discussions and Presentations
- Welcome Reception

**Thursday, November 21, 2019**

**AML Annual Conference**

- Day Two Workshops, Panel Discussions and Presentations
- AML President's Reception, Silent Auction & Awards

**Friday, November 22, 2019**

**AML Annual Conference**

- Board of Directors Elections
- Annual Business Meeting: Adoption of Resolutions, Priorities and Position Statements.



Alaska Municipal Management Association  
New Managers Orientation  
Hotel Captain Cook, Anchorage, Alaska  
November 18, 2019 (9:00 a.m.)

- 9:00 – 9:15: Welcome & Introductions – Jim Williams
- 9:15 – 9:30: Local Government 101 – Katie Koester
- a) Governance Structures
  - b) Open Meetings Act
  - c) Public Records
- 9:30 – 10:30: Leading the Organization – Stephanie Queen / Mila Cosgrove
- a) Understanding your role
  - b) Leading Department Heads & Managers
  - c) Labor/Management Relations
  - d) Building Culture
- 10:30 – 10:45: Break
- 10:45 – 11:30: Working with your Council/Assembly – Jim Williams / Katie Koester
- a) Professional Ethics/Declaration of Ideals
  - b) Understanding your role
  - c) Communications
  - d) Navigating politics
- 11:30 – 11:45: AMMA/ICMA resources – Jim Williams
- 11:45 – 12:00: Wrap up

Alaska Municipal Management Association  
Annual Business Meeting Agenda  
Hotel Captain Cook, Anchorage, Alaska  
November 19, 2019 (3:30 p.m.)

- I. Call Meeting to Order
- II. Record Attendance
- III. Approval of Minutes from Prior Meetings
  - a. November 13, 2018
  - b. August 13, 2019
- IV. Approval of the Agenda
- V. President's Report
- VI. Financial Report
- VII. Committee Reports (Professional Development, Technology, 2021 Northwest Managers Meeting)
- VIII. Unfinished Business
  - a. Action: FY2020 Budget
- IX. New Business
  - a. Action: 2020 ICMA Planning Conference Committee Scholarship (\$2,000)
  - b. Discussion/Action: AMMA Strategic Plan
  - c. Discussion: 5-year Budget Plan
- X. Election of New Officers  
  
President (one year term)  
Vice President (one year term)  
Secretary/Treasurer (one year term)  
At-Large (one year term)  
At-Large (one year term)  
Past President (Jim Williams)
- XI. Appointment of Committee Chairpersons for upcoming year  
  
Professional Development  
Technology  
2021 Northwest Managers Conference
- XII. Adjournment

# Annual Report to Members

**Organizational** - AML has increased its capacity to support members. We have added an additional staff member (Teresa Cleveland) whose main responsibilities include administrative support and producing the salary survey and municipal officials' directory. Shawn Myers has been promoted to finance officer, which reflects his maintenance of all accounts (AML, ACoM, AMMA, AFCA, and AAMC), support of AMLIP, and coordination with AMLJIA. In addition to conference planning, final production of AML publications, and managing daily operations, Betty Svensson has expanded our member outreach and communications. We also updated our logos, which gives AML an exciting new and fresh look.

**Financial** - AML's financial position continues to improve. We have overachieved on many of our lines of revenue, including through conference sponsorship. We have also been frugal in many of our expenditures, even as we've seen increased health insurance costs, the addition of a staff member, and some additional changes to the budget.

**Lobbying** - This was a challenging year given a dramatically different approach to the budget, and legislation that would have negatively impacted our members. AML responded to the direction of members, who articulated their priorities at the February meeting, by delivering a credible municipal impact analysis that included a description of the trade-offs faced by communities. For perhaps the first time, we were invited to present to House Finance, and were invited testimony in other committees as well – House Fisheries, Senate Education, Senate Labor and Commerce, and House Resources. We met with the majority of state and legislative leaders (42 of 60), building relationships, advocating for AML positions,

and working toward solutions. The goals for this session were 1) relationship building and meeting officials, 2) working toward stronger collaboration on issues; 3) responding to legislation and budget, articulating municipal impacts. Overall, our lobbying efforts were consistent with the House and Senate positions. We have seen a lot of room for collaboration in the interim, and with individual commissioners and departments.

**Member Services** - As a team, we are working toward shared services that would additionally support members, ranging from bookkeeping and audit prep, to IT and cybersecurity support. The most significant steps we have taken have been to collaborate with members on the development of a method to collect and remit online sales taxes. We're excited to share more at the Annual Conference. We are also working to establish a Health Association Plan, which would provide a new suite of options for members to choose from, hopefully delivering more affordability. We expect the Health Association Plan to have draft plans in November, prices in January, and we want to open enrollment in time for FY21.

## FY20 Goals

1. Online Sales Tax Program and Health Association Plan implemented
2. Increase capacity to address policy and municipal impact
3. Public relations and outreach campaign
4. Empower member/board lobbying and engagement
5. Continued attention to our financial position, and consideration of investments
6. Shared Services piloted



## Mission

To represent the unified voice of Alaska's local governments to successfully influence state and federal decision-making; to build consensus and partnerships to address Alaska's challenges; and to provide training and joint services to strengthen Alaska's local governments.

## Partnerships

**Affiliate** members are professional associations of municipal officials:

- Alaska Conference of Mayors
- Alaska Association of Municipal Clerks
- Alaska Government Finance Officers Association
- Alaska Municipal Management Association
- Alaska Municipal Attorneys Association
- Alaska Association of Assessing Officers
- Alaska Association of Harbormasters & Port Administrators
- Alaska Fire Chiefs Association
- American Planning Association – Alaska

**Associate** members include non-profit, public and private sector organizations, agencies and companies that are engaged and in support of municipal affairs.

## AML, by the numbers...





# SELDOVIA POLICE DEPARTMENT

*"PROUDLY SERVING SELDOVIA AND THE SURROUNDING AREA"*

*Paul S. Cushman  
Chief of Police*



*P.O. Box 85  
Seldovia, AK. 99663*

## **October 2019 Monthly Report**

**I participated telephonically in the South Peninsula Multi-Disciplinary Team meeting. I assisted as bear guard for the Department of Environmental Quality conducted water sample testing around the landfill. I participated in the Sexual Assault Kit Inventory Best Practices training in Kenai in which I had applied for and received scholarships from the state to attend covering a vast majority of the cost. I also completed an annual handgun qualification while in Kenai.**

**I participated in the school Halloween carnival as well as conducted extra patrols during Halloween night.**

**I also continued scanning old case reports and the review and processing of the evidence room.**

- **49 Calls for Service**
- **Misdemeanor charges sent to the District Attorney for Review; Assault, Trespassing and Criminal Mischief.**
- **Bar and school checks.**

**-Paul**

**Chief Paul Cushman  
Seldovia Police Department**





# SELDOVIA POLICE DEPARTMENT

"PROUDLY SERVING SELDOVIA AND THE SURROUNDING AREA"



Paul S. Cushman  
Chief of Police

P.O. Box 85  
Seldovia, AK. 99663

## October 2019 Log

1910-0001	Fire Alarm	False Alarm	I
1910-0002	Agency Assist	Completed	I
1910-0003	Citizen Assist-Driver License Info	Completed	O
1910-0004	Trouble w/ Subject	Reported for Info	O
1910-0005	Trespassing	Subject Left	I
1910-0006	Driving Complaint	Reported for Info	I
1910-0007	Disorderly Conduct	Warning Issued	O
1910-0008	Disorderly Conduct	Warning Issued	O
1910-0009	Theft	Items Returned	I
1910-0010	Trouble w/ Subject	Reported for Info	O
1910-0011	Social Security Scam	Reported to IC3.gov	I
1910-0012	Attempted paper service	Not complete	I
1910-0013	Agency Assist	Completed	O
1910-0014	Citizen Assist	Completed	O
1910-0015	Disabled Vehicle	Reported for Info	I
1910-0016	Welfare Check	All Ok	I
1910-0017	Found Property	Submitted	I/O
1910-0018	911 Open Line	All Ok	I
1910-0019	Citizen Assist	Completed	I
1910-0020	Home Watch Request	Added to List	I
1910-0021	Assault/Criminal Mischief	DAO for Review	O
1910-0022	Citizen Assist	Completed	O
1910-0023	Agency Assist	Completed	O
1910-0024	Fingerprinting	Completed	I
1910-0025	Trespassing	Reported for info	O
1910-0026	Trespassing	Reported for Info	O
1910-0027	Open Door	Owner advised/	I
1910-0028	Agency Assist	Completed	O
1910-0029	Suspicious Situation	Reported for Info	I
1910-0030	911 misdial	Everything OK	I
1910-0031	Home Watch Request	Added to List	O
1910-0032	Home Watch Request	Added to List	I
1910-0033	Welfare Check	Completed	I
1910-0034	911 Open Line	Other area	I
1910-0035	Welfare Check	Completed	I
1910-0036	Welfare Check	Completed	I
1910-0037	Power lines down	Flagged	I
1910-0038	Trespassing	Reported for Info	O
1910-0039	Agency Assist-HEA photos	Completed	I
1910-0040	Theft	Investigate/Report	O



# SELDOVIA POLICE DEPARTMENT

*"PROUDLY SERVING SELDOVIA AND THE SURROUNDING AREA"*

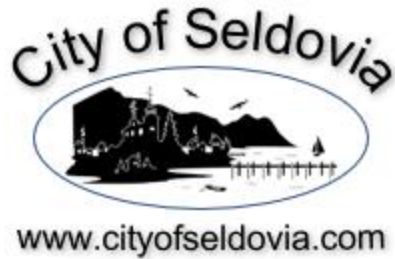


*Paul S. Cushman  
Chief of Police*

*P.O. Box 85  
Seldovia, AK. 99663*

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1910-0041	Vehicle Unlock	Completed	
1910-0042	Found Property	Returned	
1910-0043	Citizen Assist	Completed	
1910-0044	Citizen Assist	Completed	
1910-0045	Citizen Assist-Family Issu	Completed	O
1910-0046	Sexual Assault	Investigate/Report	O
1910-0047	Citizen Assist-Jakolof ?s	Completed	O
1910-0048	Accidental Dial-Welfare check	Completed	
1910-0049	Lost Dog	Returned	



P.O. Drawer B Seldovia, Alaska 99663 Phone: (907) 234-7643, Fax: (907) 234-7430 email: [citymanager@cityofseldovia.com](mailto:citymanager@cityofseldovia.com)

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**Department: Harbor**

**Date: 11/21/19**

**To: Cassidi Cameron, City Manager**

**From: Layla**

**Ongoing Projects – Completion Dates:**

**Boiler Repairs for multi- purpose bldg.**

**Seldovia Space half wall and desk**

**Led Lighting – Buildings**

**Harbor pedestal lighting-bulbs**

**Look for funding for waste oil tank area, start planning to make more user friendly and cleaner look.**

**Boat Yard Cleanup - Phase 2 Alder Clearing**

**X-Ray Machine Auction-Need to Reauction**

**Cemetery- Clean up**

**Cemetery fund raising**

**Completed Projects:**

**Seldovia Space exterior wall repaired**

**And rotten floor in closet repaired**

**Brush cutting around Multi-purpose bldg., done**

**Overhead lights at harbor fixed**

**Army Corp of Engineers Survey**

**Got harbor office roof leaks fixed**

**Board walk tree removal**

**Jackolof Bay- Bolts Finished up**

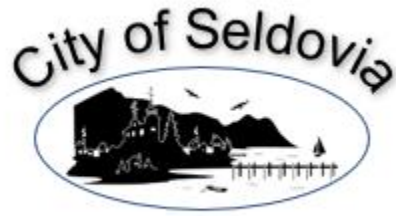
**Upcoming Projects:**

Slip D-19 Repair  
Repaint the restroom floors at harbor office-  
Paint the Harbor office inside

**Training:**

AAHPA Winter Administrative Conference-Anchorage  
PCC Conference in Valdez April 14<sup>th</sup>- 17<sup>th</sup>  
Hazmat refresher  
First aid and CPR and AED

**Goals:**



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**Department: Maintenance**

**Date: 11/21/2019**

**To: Cassidi Cameron, City Manager**

**From: Charles White – Public Works**

**Ongoing Projects – Completion Dates:**

**Organize/Clean The Shop**

**Weld bolts to Plates at Jackalof Float Finish tightening Bolts**

**Up keep at the water plant**

**Get Waste Oil From harbor**

**Pick up Brush along The road side by school and by the lift station by inside beach**

**Completed Projects:**

**Winterized RV Park**

**Winterized Harbor**

**Winterized 4 Fire Hydrants**

**Put All Park Signs Away**

**Put Away All the City Garbage Cans**

**Did Leak Detection With Kevin S.**

**Did Maintenance/ Fluid Change on Flat Bed**

**Did Maintenance / Fluid Change On The Police Truck**

**Did Maintenance / Fluid Change On The Loader**

**Got The other Expedition Police Vehicle Running and back to the shop**

**Picked Up Tree That Was Cut down On the slough**

**Cleaned and organized the maintenance office**

**Did Backwash At Water Plant**

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**Upcoming Projects:**

**Put Chains on all Equipment**

**Put Chains on All Fire and EMS vehicles**

**Do Maintenance And fluid Change on the Grader**

**Do maintenance And fluid Change on the Backhoe**

**Clean off Back pad at the shop**

**Do Maintenance and fluid change on the pump truck**

**Get Sander on the truck in case we need to sand**

**Change Windshield wiper pump on Police Truck**

**Put Studded Tires on Police Truck**

**Training:**

**Take Crane class online and get certified**

**Grader training When weather permits**

**Training Jon at The water plant**

**Take my Water Distribution level 1 test**

**Jon has on going training with water treatment level 1**

**Goals:**

**Pass My Distribution Level 1 State Test**

**Get Maintenance logs for all vehicles to keep track of when they need maintenance**

**Go through all of our oil and oil filters and see what we need and what we don't**

**Have an organized shop with all the maintenance parts and pieces for our up keep on our vehicles**

**Have a Safe and Efficient Winter!**