#### NORTHWEST ARCTIC BOROUGH RESOLUTION 23-36

A RESOLUTION OF THE NORTHWEST ARCTIC BOROUGH ASSEMBLY APPROVING A VILLAGE IMPROVEMENT FUND APPLICATION FROM THE CITY OF BUCKLAND FOR A EQUIPMENT MAINTENANCE, PARTS, AND LABOR PROJECT.

WHEREAS: under Section 11.08.010 of the Borough Code, the Borough Village Improvement Commission was established to identify village service and capital improvement needs, plan and implement capital improvement and public service programs, and oversee investment of the Borough's Village Improvement Fund (VIF); and

WHEREAS: under Section 11.08.020 of the Borough Code, the Commission is responsible for advising the Borough Administration with respect to working with village residents, Borough communities, and village utilities to identify projects and programs for recommended funding; and

WHEREAS: on July 11, 2023, the Village Improvement Commission passed Commission Resolution 23-05, approving and recommending the City of Buckland's VIF application for funding in the amount of \$207,051.60 for a Maintenance, Parts, and Labor Project for final approval by the Northwest Arctic Borough Assembly; and

WHEREAS: this project will fund equipment maintenance, parts, and repairs to current heavy equipment that is necessary to facilitate numerous current and future community projects, including the City's dump truck, excavator, and rock separator; and

WHEREAS: this project benefits the community as a whole as this equipment is not only used by the City but is relied on by all community entities that rent the City's equipment for their own projects; and

WHEREAS: this project supports multiple community priorities including housing, roads, erosion control, maintenance, boat hauls, and more; and

WHEREAS: the funding request meets the VIF eligibility requirements and will benefit the community as a whole; and

WHEREAS: the Assembly wishes to approve the VIF application.

NOW THEREFORE BE IT RESOLVED BY THE NORTHWEST ARCTIC BOROUGH ASSEMBLY: the City of Buckland's application for VIF funds in the amount of \$207,051.60 for a Maintenance, Parts, and Labor Project is approved.

PASSED AND ADOPTED THIS 25th DAY OF JULY 2023.

Nathan Hadley, Jr., Assembly President

PASSED AND APPROVED THIS 25th DAY OF JULY 2023.

Dickie Moto, Sr., Mayor

SIGNED AND ATTESTED TO THIS THIS 25th DAY OF JULY 2023.

Stella Atoruk, Borough Clerk

ATTEST

#### **Equipment Maintenance Parts & Labor**

2021 Application

#### City of Buckland

Mrs Krystal Marie Hadley P.O. Box 49 Buckland, AK 99727 cityofbucklandalaska@gmail.com

0: 907-494-2121 M: 907-494-5322

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#### **Application Form**

#### **Project Information**

#### **Project Name\***

Equipment Maintenance Parts & Labor

#### What is the timeline for your project/program?\*

4 months= 20 weeks

#### Is this an existing project/program?\*

Is it already operating or has construction started? Has the project/program delivered services already? Yes

# If you answered yes to the previous question, please explain the status of the project/program.

The City of Buckland had applied for the VIF and was funded \$132,000.00 back in November 2022. We had hired a mechanic in August 2022 to assess all our Equipment and had ordered some parts for the most used equipment. We still have a few broken down equipment that needs parts and labor.

#### What is the amount of the funding request to VIC?\*

\$207,051.60

#### Please describe how the VIF funds will be used for this project/program.\*

Budget for a Mechanic, Equipment Manager, Operators, Laborers, Parts, Fuel, etc.

#### Does the project/program have other funding sources?\*

Does the project/program have other sources of funding, including matched funding or other grants (or state, community, partner organizations contributions)? If yes, please describe and attach relevant documentation.

No

#### **Project Budget Spreadsheet\***

Please upload your total project/program budget, including details on VIF funds and how other funding will be used.

FY23 Budget and Narrative for Equipment Price quotes and labor costs-VIF Application Borough (3) June 5, 23 Application.xlsx

#### Has the VIF provided funding to your community before?\*

Ves

#### If you answered yes to the previous questions, please describe.

The VIF had provided funding to our community almost a handful of times. We got funded for our New Generator Project, Our Erosion Control Project, and our Equipment project. We are very grateful and Buckland is progressing for the future of our people.

#### **Project Details**

#### Will this project/program continue after VIF funding?\*

Please describe why or why not.

Yes, Our Equipment are very important to our village. We have upcoming projects in the future that will need our equipment. Regarding building new homes, the erosion project, our community center.

# If you answered yes to the previous question, please describe how it will be funded.\*

How will the project continue after VIF funding end and by whom.

Our Equipment can fund their own budget, using the funds from equipment rentals, budget from State Community Assistance Program, and hopefully other grant funding, etc.

#### Project/Program Partnerships\*

Please describe other projects in the community that could support the success of this project/program.

We have the Buckland IRA doing a project now of trying to get 4 tiny homes to Buckland and built. We are currently planning and working towards starting the Erosion Control project, and also the Community Center project is underway, these projects alone would benefit and support the Equipment Part

### Are there any issues or other projects that could negatively impact the success of your project?\*

If yes, please explain how your organization has the administrative and management capacity to execute the project (i.e., financial software, audits, history of management of other projects, stable relationships across community entities, and examples of other successful projects).

no

#### Administrative and Management Capacity\*

Please explain how your organization has the administrative and management capacity to execute the project (i.e., financial software, audits, history of management of other project, stable relationships across community entities, and examples of other successful project).

The City of Buckland has great employees, who keeps good records of expenditures and revenues. We use Quickbooks software, Microsoft and excel.

#### Staff experience\*

Please outline any experience your organization/staff had had with similar projects/programs.

For one, We started the Equipment parts and Labor project and got funded, but we ran out of funds and time.

#### Is the project/program "ready to go" or shovel ready?\*

Please explain how it has considered the equipment, resources, people, and permits needed for success.

We've had a mechanic hired last year to assess the equipment but we have a few more equipment that needs tires and parts to have majority of our equipment running.

#### Borough Title 9 Permit\*

Has the applicant certified that it will comply with any required permits including a Borough Title 9 Permit? Yes

# Does the project/program address an issue that is life threatening, or a health risk?\*

i.e., health and safety, emergency, danger to people, the environment, or property. Please describe. no

# Please describe if the project/program supports one or more priorities identified by the community.\*

Yes this project will support one of our community priorities. Housing, Roads, Erosion Control, Roads Maintenance, Boat Hauls, etc.

## Please attach any relevant documentation to show community involvement or support.\*

Examples include letters of support, joint resolution, priority lists, meeting minutes, sign up sheets, Title IX permit, etc.

VIF Support City.pdf

#### Meeting Minutes\*

Special Meeting 5-30-2023.docx

#### Audit\*

Xerox Scan 06082023110912.PDF

#### **Benefits**

#### What are the short-term goals of the project/program?\*

To look for quotes and prices for our parts that are needed for few more Equipment. We need tires for a dump truck and parts for an excavator, we would like to get the rock seperator going, fix all the lighting in the shop and also the heat.

#### What are the long-term goals of the project/program?\*

To keep a good management on our equipment for upcoming projects that require equipment.

#### Who will benefit from the project/program?\*

Please be specific (e.g., children, youth, elders, women, etc.) and include details (e.g., numbers).

The Community of Buckland would benefit from our Equipment. They are a vital part of our City and IRA and we have a lot of future projects regarding building new homes, have a community center for our people, and also protect the livelihood of 10 homes near our riverbank by preventing erosion.

#### What is the level of community impact?\*

Will the broader community benefit or just a few individuals?

All of Buckland would benefit. Our equipment are not only used for projects, people can rent them too if needed.

#### Community Impacted\*

Will the project benefit one Village, more than one Village, or multiple Villages in the Northwest Arctic region? This project would benefit one village.

#### Will the project create local jobs? If so, how many?\*

Having our equipment running would create multiple jobs for Buckland people. We will need operators, mechanics, managers, etc.

#### Electronic Signature

With my electronic signature, I certify that the information provided in this application is true, correct, and complete. I agree to allow any information on this application (unless otherwise noted) to be released for publication. I authorize the Northwest Arctic Borough to verify any information submitted as part of this application.

#### I have read the above information.\*

Yes

#### Title of Authorizing Official\*

City Administrator

#### Date\*

June 8, 2023

#### **Electronic Signature\***

By typing in your name below, you certify that the above information is true and accurate to the best of your knowledge.

Krystal Hadley

Direct questions related to the online application system to The Alaska Community Foundation by email: grants@alaskacf.org, or by phone: 907-334-6700.

After you submit your application you will receive a confirmation email. Thank you for applying!

#### ADMINISTRATOR QUESTIONS AND INSTRUCTIONS

#### **Administrator Only**

Your next steps are to respond to all required administrator questions and mark each application complete.

#### **Documents**

Check off each item as it is received, either as an upload document or as a hard copy.

#### File Attachment Summary

#### Applicant File Uploads

• FY23 Budget and Narrative for Equipment Price quotes and labor costs-VIF Application Borough (3) June 5, 23 Application.xlsx

- VIF Support City.pdf
- Special Meeting 5-30-2023.docx
- Xerox Scan\_06082023110912.PDF

ROADS/EQUIPMENT MA	INTENANCI	•					
Mechanic	75.00 x 8 I	Irs a	day x 5 day	s/Week x 2	0 Weeks		\$ 60,000.00
Fringe 9.15%							\$ 5,490.00
General Equipment Mana	38.00 x 8 I	Irs a	day x 5 day	/s/week x 2	0 weeks		\$ 30,400.00
Fringe 9.15%							\$ 2,781.60
Heavy Equipment Operat	28.00 x 8 I	Hrs a	day x 5 days	s/week x 6	weeks		\$ 6,720.00
Fringe 9.15%							\$ 614.88
Heavy Equipment Mecha	35.00 x 8 I	Irs a	day x 3 day:	s/a week x	8 weeks		\$ 6,720.00
Fringe 9.15%							\$ 614.88
						TOTAL	\$ 113,341.36
TOTAL WAGES & FRINGE		\$	113,341.36				

#### **EQUIPMENT PRICE QUOTES AND LABOR COST**

REVENUE		F	Y23	
Borough VIF Funding				
Total Revenues			\$	207,051.60
ADMINISTRATION EXPENSES	FY23 (based on three m	ont	hs b	udgeting)
Payroll Costs & Cost Estimate	es			
Mechanics			\$	90,400.00
Taxes			\$	8,271.60
Operators x 4			\$	26,880.00
Electricity			\$	1,500.00
Fuel and Oil, Parts, Supplies			\$	80,000.00
TOTAL			\$	207,051.60
	TOTAL EXPENDITURES		\$	207,051.60
	TOTAL REVENUE		\$	207,051.60
				<u> </u>

#### **BUDGET NARRATIVE ESTIMATE**

ROADS/EQUIPMENT MAIN	TENANCE					
Mechanic		7:	5.00	x 8 Hrs a day	x 5 days/Wee	k x 20 Wee
Fringe 9.15%						
General Equipment Manag	er	38	3.00	x 8 Hrs a day	x 5 days/wee	k x 20 weel
Fringe 9.15%						
Heavy Equipment Operato	r x 4	3!	5.00	x 8 Hrs a day	x 5 days/week	x 6 weeks
Fringe 9.15%						
						·
TOTAL WAGES & FRINGE			\$	128,011.12		

ks	\$ 60,000.00
	\$ 5,490.00
ks	\$ 30,400.00
	\$ 2,781.60
	\$ 26,880.00
	\$ 2,459.52
TOTAL	\$ 128,011.12



Buckland IRA Council P.O. Box 67 Buckland, AK 99727 Ph: (907) 494-2171 Fax: (907) 494-2192

September 16, 2022

**Dear Village Improvement Commissioners** 

The Native Village is in support of the City of Buckland applying for VIF for equipment parts and labor. We are anticipating construction work in the village of Buckland in the next year or two and all the equipment needs to be up and running. The projects will benefit the whole village of Buckland tremendously in jobs, economics, and self sustainability with our residents. The equipment repair is vital for these projects to succeed.

Thank you,

Floyd Ticket

President

City of Buckland PO Box 49 Buckland Alaska, 99727 Ph: 907-494-2121

Fax: 907-494-2138

May 30, 2023 @ 7PM Special Meeting Minutes

#### Call to order

Meeting called to order by Mayor Patricia Thomas at 7:11 Pm.

#### Invocation

Given by Darlene Hadley

#### Roll Call

A Quorum of 5 was Present.

#### Approval of Agenda

Darlene Hadley makes a motion to approve the agenda as read 2<sup>nd</sup> by Mary Armstrong

#### **Mayors Report**

- 1. Administration
  - a. 2<sup>nd</sup> Reading done by Krystal Hadley from Non-Code ordinance 2022-05 for fiscal year 2024. No changes from 5/16/2023 Meeting. Riley Armstrong made a motion to approve 2<sup>nd</sup> reading. Darlene Hadley 2<sup>nd</sup> the motion.

#### Executive

No executive

#### **Public Comments**

No public

#### **Staff Comments**

Krystal- Seth came in and talked to Timothy Gavin and 'Myself.' About working for us here at the city. Pepsi's parts what were ordered are slowly coming in. Seth is asking a Pay of 75\$ Per Hour, from a change from the offer to Patricia Thomas of a 150\$ an hour. He will be back intown on, or around July 1<sup>st</sup>. Majority of the equipment just needs batteries. Hiram said to request an extension- or reapply for the VIF or through the borough mayor. The Coverage on the equipment is only for the damage made by the equipment not the equipment itself. Nathan Hadley Jr. Why was Pepsis last check made by the BEU, we should not be touching it because were going to need it for the bulk fuel. Krystal- that was one time when we ran out of checks, and we transferred it right back. Darlene Hadley- since having a new bank we should look at reconciliation. Krystal Hadley- we can request an audit but to require and audit we would have to have 750,000 go into the bank a year.

#### **Council Comments**

Mary Armstrong- We should budget for dump sight trash pick up.

Darlene Hadley- Its important to stay on budget. Can ask DC if we are up to date with water and sewer regulations. Look into generators because we have 5 more homes being build. Reconciliation State Of Alaska have a lot of funding for training- Patricia Thomas- we are trying to send Darrell kirk out for training but to get the  $2^{nd}$  certificate but to get that he needs to go for his first one.

Patricia Thomas- we are doing everything we can, if you guys don't think we are doing a good job or don't believe us you guys are more than welcomed to come and look at them. Or petition me out of the mayor's position.

Riley Armstrong- Good Meeting

Meeting Adjourned at 8:01 Pm.

City of Buckland PO Box 49

Buckland, Alaska 99727 Ph: 907-494-2121 Fax: 907-494-2138

#### **RESOLUTION 22-08**

A RESOLUTION CERTIFYING THE ANNUAL CERTIFIED FINANCIAL STATEMENT OF REVENUES AND AUTHORIZED EXPENDITURES FOR THE YEAR ENDING JUNE 30, 2023.

WHEREAS, The City of Buckland, is a second-class city; and

WHEREAS, Second Class Cities are required by AS 29.20.64 (a) (2) to submit a Certified Financial Statement of income and expenditures or audit for the year ending June 30, 2022, to the Department of Commerce, Community, and Economic Development; and

AND THEREFORE BE IT RESOLVED BY THE CITY OF BUCKLAND, ALASKA: That the attached Certified Financial Statement of Buckland, Alaska, for the year ending June 30, 2023, and prepared by the City of Buckland and is true and complete to best of our knowledge.

PASSED AND APPROVED by the Buckland City Council this 16th Day of May 2023.

City of Buckland Mayor

05/22/23 Cash Basis

% ₹	0.00 -1,164.10	0.00 20.00		0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00	0.00 0.00	0.00 115.00	0.00 1,136,940.36 1,	0.00 1,136,940.36 1,1	0.00 6,000.00 0.00 5,150.00	0.00 750.00 0.00 378.00	23,305.34		0.00 1,356.66 0.00 423.36	0.00 1,780.02
ADMINIST							l					-	1			•		i	
Total ADMI	-1,164.10	20.00	0.00	0.00	00:0	0.00	0.00	00:00	0.00	0.00	115.00	1,136,940.36	1,136,940.36	6,000.00 5,150.00	750.00	23,305.34	0.00	1,356.66	1,780.02
COUNCIL	0.00	000	0.00	0.00	0.00	0.00	0.00	00'0	0.00	0.00	0.00	0.00	00'0	0.00	2,250.00	0.00	00:0	0.00	0.00
ELECTRIC	00:00	0.00	0.00	0.00	0.00	00:00	0.00	150.00	0.00	0.00	0.00	150.00	150.00	0.0	3,220.00	0.00	0.00	0.00	00:0
EQUIPME	0.00	0.00	0.00	0.00	00.00	0.00	0.00	00.00	0.00	00:00	0.00	0.00	0.00	0.00	0000	4.02	229.50	252.65 520.73	1,002.88
POLICE	0.00	100.00 0.00	0.00	0.00	0.00	0.00	0.00	00.00	0.00	00.00	0.00	100.00	100.00	0.00	150.00	0.00	40.00	594.70 0.00	634.70
TRASH	0.00	0.00	23.14 47.22	0.00	0.00	8.40	0.00	00.00	34.25	34.25	0.00	113.01	113.01	0.00	1,500.00	60.00	76.01	0.00	76.01
Mech	0.00	0.00	0.00	0.00	00.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	00.0	0.00	0.00	0.00	0.00
Mechani (Mechani	0.00	0.00	0.00	0.00	00.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0:00

05/22/23 Cash Basis

	 00	ADMINIST							Mech	Mechani
	(A	(ADMINIST	Total ADMI	COUNCIL	ELECTRIC	EQUIPME	POLICE	TRASH	(Mech	(Mechani
Internet	0.00	406.55	406.55	0.00	0.00	0.00	0.00	0.00	0.00	00:00
Maintenance/Repairs	0.00	0.00	00'0	0.00	767.12	66.94	0.00	0.00	0.00	00.0
Payroll Expenses	0.00	149,814.01	149,814.01	71,411.15	137,430.89	125,359.37	160,877.76	26,975.86	160.00	18,418.75
Postage/Freight	0.00	63.00	63.00	00:0	00.00	0.00	0.00	0.00	0.00	0.00
Supplies	0.00	184.99	184.99	0.00	00.00	00.0	0.00	0.00	0.00	0.00
Telephone Expense	0.0	1,588.29	1,588.29	00.00	0.00	0.00	119.78	0.00	0.00	0.00
Total Expense	0.00	189,420.20	189,420.20	73,661.15	141,418.01	126,433.21	161,853.24	28,611.87	160.00	18,418.75
Net Ordinary Income	0.00	947,520.16	947,520.16	-73,661.15	-141,268.01	-126,433.21	-161,753.24	-28,498.86	-160.00	-18,418.75
Net Income	0.00	947,520.16	947,520.16	-73,661.15	-141,268.01	-126,433.21	-161,753.24	-28,498.86	-160.00	-18,418.75

05/22/23 Cash Basis

	Total Me (VIF ROA	Operator (VIF RO	Total VIF	WATER	Unclass	TOTAL
Ordinary Income/Expense Income						
Stove Oil	0.00	0.00	0.00	0.00	000	-1 164 10
Public Intoxication	00.0	00:00	00:0	0.00	0.00	100.00
Land Lots	00.00	00:0	00.0	00.00	00.0	20.00
Credit/Reimburse	0.00	0.00	0.00	35.86	50,000.00	1,188,028.46
Landilli residential Water & Sewer	0.00	0.00	0.00	0.00	0.00	47.22
Residential	0.00	0.00	0.00	536.05	0.00	536.05
water & sewer - Other	0.00	0.00	0.00	4,523.30	0.00	4,523.30
Total Water & Sewer	0.00	00.00	0.00	5,059.35	0.00	5,059.35
Sewer Haul Residential	0.00	0.00	0.00	0.00	00.0	8.40
Office Space Bent - Other	0.00	0.00	0.00	450.72	0.00	450.72
chace well - Olice	0.0	0.00	0.00	0.00	0.00	150.00
Total Space Rent	0.00	0.00	0.00	450.72	0.00	600.72
Trash Haul Trash Haul Residential	0.00	0.00	0.00	0.00	0.00	34.25
Total Trash Haul	0.00	0.00	0.00	0.00	00.0	34 25
Uncategorized Income	00.00	0.00	0.00	0.00	0.00	115.00
Total Income	0.00	0.00	00.00	5,545.93	50,000.00	1,192,849.30
Gross Profit	00.00	0.00	0.00	5,545.93	50,000.00	1,192,849.30
Expense						
Employee Bonus	0.00	0.00	0.00	1,000.00	0.00	7,000.00
Per Diem	000	0.00	0.00	0.00	0.00	5,221.00
Travel	0.00	0.00	00.00	0.00	0.00	9,270.00
Fees	00.00	0.00	0.00	0.00	0.00	23,369.36
Fuel						
Gas	0.00	0.00	0.00	19.89	0.00	365.40
Stove Oil Fuel - Other	0.00	0.00	0.00	1,000.00	0.00	3,204.01 944.09
Total Fuel	00.00	00'0	0.00	1,019.89	00.00	4,513.50

05/22/23 Cash Basis

	Total Me	_				
	(VIF ROA	(VIF RO	Total VIF	WATER	Unclass	TOTAL
Internet	0.00		0.00	350.62	00.0	757 17
Maintenance/Repairs	0.00		0.00	0.00	0.00	834 06
Payroll Expenses	18,578.75		20,938.15	12.372.82	2 320 00	707 500 01
Postage/Freight	0.00		0.00	90.09	00 0	123.00
Supplies	0.00		0.00	6.827.24	00 0	7 012 23
Telephone Expense	00.00		00:00	111.33	0.00	1,819.40
Total Expense	18.578.75	2.359.40	20 938 15	23 141 90	2 320 00	25 707 737
· · · · · · · · · · · · · · · · · · ·	10 570 75	07.00			20.03	01.181.101
ret O'uliaiy ilicollie	-10,570,73	-4,538.40	-20,938.15	-17,595.97	47,680.00	425,051.57
Net Income	-18,578.75	-2,359.40	-20,938.15	-17,595.97	47,680.00	425,051.57