



**SOUTHEAST ALASKA POWER AGENCY**  
**Regular Board Meeting**  
**AGENDA**

May 12, 2022 SEAPA BOARD MEETING	
Time	Event
9 AM	Meeting Starts
10:30 AM	15-Minute Break
12 Noon	Lunch
12:30 - 4:00 PM	SWAN LAKE TOUR

For telephonic participation dial:

**1.800.315.6338**  
**Use Code: 73272#**

- 1. Call to Order**
  - A. Roll Call
  - B. Communications/Lay on the Table Items
  - C. Disclosure of Conflicts of Interest
  
- 2. Approval of the Agenda**
  
- 3. Persons to be Heard**
  
- 4. Review and Approve Minutes**
  - A. February 28, 2022 Minutes of Regular Meeting
  - B. March 18, 2022 Minutes of Special Meeting
  - C. April 19, 2022 Minutes of Special Meeting
  
- 5. Financial Reports**
  - A. CEO Financial Memo
  - B. Controller Memo
  - C. kWh Graph
  - D. Fund Graph
  - E. Grant Summary
  - F. Financial Statements
  - G. Disbursements
  
- 6. CEO Report**
  
- 7. Staff Reports**
  - A. Director of Engineering and Technical Services (*Siedman*)
  - B. Operations Manager (*Hammer*)
  - C. Power System Specialist (*Schofield*)

**8. New Business**

A.	Consideration and Approval of Phase II-Tyee Lake Roof-Siding Replacement Contract
B.	Consideration and Approval of Tyee Lake Airstrip Resurfacing Contract
C.	Consideration and Approval Re Vibration Engineering Sole-Source Contract
D.	Consideration and Approval of Resolution #2022-084 Re CEO Authorization to pursue Financing Options Re SEAPA Headquarters
E.	Executive Session Re Hydrosite Analysis Contracts
F.	Placeholder: Reserved for any action(s) to be taken following Executive Session
G.	Quarterly Update Re SEAPA Operations Plan
H.	Consideration and Approval of SEAPA Employee Handbook Updates
I.	Wholesale Power Rate Presentation

**9. Next Meeting Dates**

**10. Director Comments**

**11. Adjourn**

# Southeast Alaska Power Agency Regular Meeting Minutes

Location: Held Electronically<sup>1</sup>

Date: February 28, 2022

Time: 9:00 a.m. AKST

## Agenda Items

### 1) Call to Order

#### A. Roll Call.

Chairperson Sivertsen called the regular meeting to order at 9:00 a.m. AKST on February 28, 2022. The following directors and alternates were present, thus establishing a quorum of the board:

Directors	Present Electronically (E) In Person (IP)	Alternates	Present Electronically (E) In Person (IP)	Representing	Community
Bob Sivertsen	E	Andy Donato	E	Swan Lake	Ketchikan
Abby Bradberry	E	Janalee Gage	E	Swan Lake	Ketchikan
Steve Prysunka	E	Mason Villarma	E	Tyee Lake	Wrangell
Steve Henson		Mark Walker	E	Tyee Lake	Wrangell
Bob Lynn	E	Karl Hagerman	E	Tyee Lake	Petersburg

The following SEAPA staff and counsel were present for all or part of the meeting:

Staff	Present Electronically (E) In Person (IP)	Staff/Counsel	Present Electronically (E) In Person (IP)
Trey Acteson, CEO	E	Joel Paisner, SEAPA Counsel	E
Clay Hammer, Operations Mgr.	E	Kay Key, Controller	E
Ed Schofield, Power Sys. Sp.	E	Sharon Thompson, EA/CA	E
Robert Siedman, DE/TS	E	Marcy Hornecker, Admin. Asst.	E

#### B. Communications/Lay on the Table Items i. TD World Submarine Cable Article

The Chair announced there are two additional lay on the table items, a SEAPA Storage Lease and U.S. Forest Service Communications Lease.

#### C. Disclosure of Conflicts of Interest - None

### 2) Approval of the Agenda

Chairperson Sivertsen requested a motion to approve the Agenda.

➤ <b>Motion</b>	M/S (Lynn/Prysunka) to approve the Agenda.	✓ <b>Action</b> 22-937
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<sup>1</sup> The meeting was held electronically via Zoom due to recommendations from the Center for Disease Control and its social distancing guidelines. An audio recording of this meeting is available on SEAPA's website at [www.seapahydro.org](http://www.seapahydro.org)



The Chair requested a motion to amend the Agenda.

<b>&gt; Motion</b>	M/S (Lynn/Prysunka) to amend the Agenda to add two lay on the table items to be heard under New Business as Items 11.C (SEAPA Storage Lease) and 11.D (Communications Use Lease). The motion was approved unanimously by polled vote.	✓ Action 22-938
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The Chair requested a vote on the original motion to approve the agenda, as amended. The motion passed unanimously by polled vote.

### 3) Introduction of Board Members

Board members, SEAPA staff, and counsel exchanged brief introductions.

### 4) Election of Officers

Chairperson Sivertsen announced that a motion with a second is not required for officer elections and opened nominations for the respective positions.

A. *Chairperson* - Mr. Prysunka nominated Bob Sivertsen.

With no further nominations heard, Chairperson Sivertsen declared the position as filled and requested a polled vote to confirm the nomination. All voting directors voted affirmatively to elect Bob Sivertsen as Chairperson, with Mr. Sivertsen abstaining from the vote.

B. *Vice Chairperson* - Mr. Lynn nominated Steve Prysunka.

With no further nominations heard, the Chair declared the position as filled and requested a polled vote to confirm the nomination. All voting directors voted affirmatively to elect Steve Prysunka as Vice Chairperson, with Mr. Prysunka abstaining from the vote.

C. *Secretary-Treasurer* - Mr. Prysunka nominated Abby Bradberry as Secretary-Treasurer.

With no further nominations heard, the Chair declared the position as filled and requested a polled vote to confirm the nomination. All voting directors voted affirmatively to elect Abby Bradberry as Secretary-Treasurer, with Ms. Bradberry abstaining from the vote.

### 5) Persons to be Heard - None.

### 6) Introduction to SEAPA

SEAPA Counsel, Joel Paisner, presented a very thorough Power Point presentation highlighting SEAPA's history, key Agency agreements and elements of the Agency, and board member roles. Mr. Acteson announced that the SEAPA 101 Presentation and SEAPA's founding documents are available on SEAPA's website.

### 7) Review and Approve Minutes

The Chair requested a motion to approve the minutes of December 10, 2021.

<b>&gt; Motion</b>	M/S (Walker/Bradberry) to approve the Minutes of the regular meeting of December 10, 2021. The motion was approved unanimously by polled vote.	✓ Action 22-939
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The Chair requested a motion to approve the Minutes of December 16, 2021.





➤ **Motion**

M/S (Prysunka/Bradberry) to approve the Minutes of the special meeting of December 16, 2021. The motion was approved ✓ **Action 22-940**  
unanimously by polled vote.

The meeting recessed at 10:05 a.m. and reconvened at 10:16 a.m.

**8) Financial Reports**

The Chair requested a motion on the financial statements.

➤ **Motion**

M/S (Walker/Prysunka) to accept year-to-date financial statements through December 2021, and disbursements for December 2021 and January 2022 totaling \$1,020,106.45, as presented. Following Mr. Acteson's review and discussion of topics in his Financial Cover Letter and statements presented in the board packet, the motion was approved unanimously by polled vote. ✓ **Action 22-941**

**9) CEO Report**

Mr. Acteson provided updates on legislative energy-related bills, funding requests SEAPA submitted to the Governor's office, and reported Requests for Proposals for several renewal and replacement projects are either issued or under development. He announced that an update of SEAPA employment policies is underway and will be presented to the Board following legal review. He closed with an update on SEAPA's personnel recruitment, and fielded questions from directors.

The meeting recessed for lunch at 12 pm and reconvened at 1:00 pm.

The Chair requested a roll call. All directors, except for Ms. Bradberry, who were present at the meeting prior to lunch were present following lunch.

**10) Staff Reports**

A. *Operations Manager (Hammer)*

Mr. Hammer reported on the status of the Wrangell Warehouse Fire Remediation Project and discussed several proposals that would issue soon for brushing work and resurfacing of the Tyee airstrip. He noted several items the Tyee crew accomplished outside of their normal duties and discussed the quarterly safety training.

B. *Power System Specialist (Schofield)*

Mr. Schofield reported that a bid solicitation issued for SEAPA's Administration and Office Building Project, provided an update of FERC activities, and highlights of several Swan Lake projects. He closed with information on the establishment of a SEAPA Safety Committee.

C. *Director of Engineering and Technical Services (Siedman)*

Mr. Siedman discussed SEAPA's Petersburg Substation Refurbishment and Wrangell Circuit Switcher Replacement Projects. He advised that SEAPA's new website is live and hosts a SCADA page that updates live data allowing the user to see the current state of SEAPA's grid.

**11) New Business**

A. *Operations Plan Quarterly Update*

Mr. Siedman presented a Power Point presentation and provided a quarterly update on SEAPA's 2022 Operations Plan. He noted winter loads are increasing and fielded questions and comments from directors.



B. *Discussion Re Future WPR Increase*

Wholesale power rate (WPR) increases were discussed resulting in a showing of three hands by the Directors to direct staff to prepare a recommended WPR schedule for proposed WPR increases.

C. *Consideration and Approval of SEAPA Storage Lease*

<b>➤ Motion</b>	M/S (Prysunka/Bradberry) to authorize staff to enter into Amendment No. 4 to the Lease Agreement between SEAPA and the Ketchikan Gateway Borough to terminate SEAPA's tenancy of Suite 319 effective March 31, 2022. The motion was approved unanimously by polled vote.	✓ <b>Action 22-942</b>
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D. *Consideration and Approval of USDA Forest Service Communications Use Lease*

<b>➤ Motion</b>	M/S (Lynn/Prysunka) to authorize staff to enter into a Communications Use Lease, Authorization ID WRG457, with the USDA Forest Service for SEAPA's Etolin-Burnett Communications Shelter effective January 1, 2022 through December 31, 2051. The motion was unanimously approved by polled vote.	✓ <b>Action 22-943</b>
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**12) Next Meeting Dates**

The Chair noted a Special Board Meeting will be held electronically on April 19, 2022. There were no objections to the 2022 Meeting Dates presented in the board packet.

**13) Director Comments**

Directors exchanged brief comments.

**14) Adjourn**

The Chair requested a motion to adjourn.

<b>➤ Motion</b>	M/S (Bradberry/Lynn) to adjourn the meeting. There were no objections to the motion.	✓ <b>Action 22-944</b>
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The meeting adjourned at 3:31 p.m.

**Signed:**

**Attest:**

\_\_\_\_\_  
**Secretary/Treasurer**

\_\_\_\_\_  
**Chairperson**



# Southeast Alaska Power Agency Special Meeting Minutes

Location: Held Electronically<sup>1</sup>

Date: March 18, 2022

Time: 2:00 p.m. AKDT

## Agenda Items

### 1) Call to Order

#### A. Roll Call

Chairperson Sivertsen called the special meeting to order at 2:00 p.m. AKDT on March 18, 2022. The following directors and alternates were present, thus establishing a quorum of the board:

Directors	Present Electronically (E) In Person (IP)	Alternates	Present Electronically (E) In Person (IP)	Representing	
Bob Sivertsen	E	Andy Donato	E	Swan Lake	Ketchikan
Abby Bradberry	E	Janalee Gage		Swan Lake	Ketchikan
Stephen Prysunka	E	Mason Villarma	E	Tyee Lake	Wrangell
Steve Henson	E	Mark Walker		Tyee Lake	Wrangell
Bob Lynn		Karl Hagerman	E	Tyee Lake	Petersburg

The following SEAPA staff and counsel were present for all or part of the meeting:

Staff	Present Electronically (E) Telephonically (T) In Person (IP)	Staff/Counsel	Present Electronically (E) Telephonically (T) In Person (IP)
Trey Acteson, CEO	E	Joel Paisner, SEAPA Counsel	E
Clay Hammer, Operations Mgr.	E	Kay Key, Controller	E
Ed Schofield, Power Sys. Sp.		Sharon Thompson, EA/CA	E
Robert Siedman, Dir. Eng & TS	E	Marcy Hornecker, Admin. Asst.	

#### B. Communications Lay on the Table Items: None

C. *Disclosure of Conflicts of Interest:* It was disclosed that the Chairperson and SEAPA's Contracts Administrator both have a conflict of interest regarding SEAPA's Wrangell Warehouse Fire Remediation Project. The Chair announced that he will abstain from discussions and voting on that contract during the meeting.

### 2) Approval of the Agenda

➤ Motion	M/S (Prysunka/Bradberry) to approve the agenda. The motion was approved unanimously by polled vote.	✓ Action 22-945
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<sup>1</sup> The meeting was held electronically due to recommendations from the Center for Disease Control and its social distancing guidelines.

3) **Persons to be Heard:** None

4) **New Business**

A. *Consideration and Approval of Petersburg Substation Refurbishment Contract and Increase to FY2022 R&R Budget.*

<b>➤ Motion</b>	M/S (Prysunka/Henson) to authorize staff to enter into a contract with Specialty Engineering, Inc. for refurbishment of the Petersburg Substation for \$258,700 and further move to increase the FY2022 Budget for RR22375 to \$271,635, which includes the contract amount plus a five percent (5%) contingency of \$12,935. The motion was approved unanimously by polled vote.	✓ <b>Action 22-946</b>
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B. *Consideration and Approval of Wrangell Warehouse Fire Remediation Contract and Increase to FY2022 R&R Budget*

Due to a conflict, the Chairperson handed the gavel to Vice Chair, Stephen Prysunka, to preside over the Wrangell Warehouse-Office Remediation Contract discussions and motion.

<b>➤ Motion</b>	M/S (Bradberry/Hagerman) to authorize staff to enter into a contract with Marble Island LLC, d/b/a Marble Construction for the Wrangell Warehouse-Office Remediation Project in the amount of \$776,000. Further move to increase the FY2022 Budget for RR22377 to \$863,600, which includes the contract amount plus a ten percent (10%) contingency of \$77,600. The motion was approved unanimously by polled vote.	✓ <b>Action 22-947</b>
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Following the vote on the Wrangell Warehouse-Office Remediation Contract, the Vice Chair returned the gavel to the Chair to preside over the remainder of the meeting.

C. *Consideration and Approval of Wrangell Circuit Switcher Replacement Contract*

<b>➤ Motion</b>	M/S (Prysunka/Bradberry) to authorize staff to enter into a contract with Electric Power Constructors, Inc. for replacement of the Wrangell Transformer Circuit Switcher for \$148,130. The motion was approved unanimously by polled vote.	✓ <b>Action 22-948</b>
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5) **Adjourn**

Chairperson Sivertsen requested a motion to adjourn.

<b>➤ Motion</b>	M/S (Prysunka/Henson) to adjourn the meeting. The Chair declared the meeting adjourned after no objections were heard.	✓ <b>Action 22-949</b>
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The meeting adjourned at 2:25 p.m.

**Signed:**

**Attest:**

\_\_\_\_\_  
**Secretary/Treasurer**

\_\_\_\_\_  
**Chairperson**



# Southeast Alaska Power Agency Special Meeting Minutes

Location: Held Electronically<sup>1</sup>

Date: April 19, 2022

Time: 2:00 p.m. AKDT

## Agenda Items

### 1) Call to Order

#### A. Roll Call

Chairperson Sivertsen called the special meeting to order at 2:00 p.m. AKDT on April 19, 2022. The following directors and alternates were present, thus establishing a quorum of the board:

Directors	Present <i>Electronically (E)</i> <i>In Person (IP)</i>	Alternates	Present <i>Electronically (E)</i> <i>In Person (IP)</i>	Representing	
Bob Sivertsen	E	Andy Donato	E	Swan Lake	Ketchikan
Abby Bradberry	E	Janalee Gage	E	Swan Lake	Ketchikan
Stephen Prysunka	E	Mason Villarma	E	Tyee Lake	Wrangell
Steve Henson	E	Mark Walker	E	Tyee Lake	Wrangell
Bob Lynn	E	Karl Hagerman	E	Tyee Lake	Petersburg

The following SEAPA staff and counsel were present for all or part of the meeting:

Staff	Present <i>Electronically (E)</i> <i>Telephonically (T)</i> <i>In Person (IP)</i>	Staff/Counsel	Present <i>Electronically (E)</i> <i>Telephonically (T)</i> <i>In Person (IP)</i>
Trey Acteson, CEO	E	Joel Paisner, SEAPA Counsel	E
Clay Hammer, Operations Mgr.	E	Kay Key, Controller	E
Ed Schofield, Power Sys. Sp.	E	Sharon Thompson, EA/CA	E
Robert Siedman, Dir. Eng & TS	E	Marcy Hornecker, Admin. Asst.	E

### 2) Approval of the Agenda

#### ➤ Motion

M/S (Henson/Bradberry) to approve the agenda. The motion was approved unanimously by polled vote.

✓ Action  
22-950

### 3) Persons to be Heard: None

<sup>1</sup> The meeting was held electronically due to recommendations from the Center for Disease Control and its social distancing guidelines.

#### 4) Old Business

##### A. *Update Re Wrangell Warehouse Fire Remediation Insurance Claim and Contract Negotiations*

Mr. Acteson reported on the status of his discussions with the insurance company for terms of payment for SEAPA's claim, results of negotiations with the successful contractor realizing savings for SEAPA, the panel fabricator's provision of a more resilient coating on the panels at no additional cost, and the anticipated timeline for arrival of the insulated panels.

##### B. *Update Re Wrangell Transformer Circuit Switcher Replacement Contract Negotiations*

Mr. Siedman reported that SEAPA ordered equipment for the project in 2021 which should be shipped within the next week, that contract negotiations on the commissioning and testing for the project resulted in a savings of \$32,000 for SEAPA, and that the project will be performed during the June 1-10 planned shutdown.

#### 5) New Business

##### A. *Discussion Re Audit Engagement*

Mr. Acteson announced that BDO USA, LLP will conduct an audit of SEAPA's financial statements remotely in May and will present results of the FY2021 audited statements during SEAPA's September board meeting. Mr. Acteson explained the audit process and fielded various questions from directors.

##### B. *Consideration and Approval of Swan-Bailey Brushing Contract*

<b>&gt; Motion</b>	M/S (Prysunka/Bradberry) to authorize staff to enter into a contract with BAM LLC for SEAPA's 2022 Swan-Bailey Transmission Line Brushing Contract for the lump-sum value of \$249,000. The motion was approved unanimously by polled vote.	✓ Action 22-951
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##### C. *Consideration and Approval of Wrangell Island Brushing Contract*

<b>&gt; Motion</b>	M/S (Bradberry/Prysunka) to authorize staff to enter into a contract with BAM LLC for SEAPA's 2022 Wrangell Island Transmission Line Brushing Contract for the lump-sum value of \$291,000. The motion was approved unanimously by polled vote.	✓ Action 22-952
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##### D. *Consideration and Approval of Mitkof Island Brushing Contract*

<b>&gt; Motion</b>	M/S (Lynn/Bradberry) to authorize staff to enter into a contract with BAM LLC for SEAPA's 2022 Mitkof Island Transmission Line Brushing Contract for the lump-sum value of \$186,000. The motion was approved unanimously by polled vote.	✓ Action 22-953
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##### E. *Consideration and Approval of SEAPA Administration and Operations Building Contract*

<b>&gt; Motion</b>	M/S (Prysunka/Bradberry) to authorize staff to enter into a contract with Dawson Construction, LLC for SEAPA's Administration and Operations Building Contract No. 22004 for the lump-sum amount of \$5,099,060, and further move to increase the FY2022 Budget for RR19326 to \$5,349,060, which includes the lump-sum contract amount plus a five percent (5%) contingency of \$250,000. Following considerable discussion, the motion was approved unanimously by polled vote.	✓ Action 22-954
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**5) Adjourn**

Chairperson Sivertsen requested a motion to adjourn.

<b>Motion</b>	M/S (Bradberry/Prysunka) to adjourn the meeting. The Chair declared the meeting adjourned after no objections were heard.	✓ Action 22-955
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The meeting adjourned at 3:12 p.m.

**Signed:**

**Attest:**

\_\_\_\_\_  
Secretary/Treasurer

\_\_\_\_\_  
Chairperson

Unapproved Draft



## SOUTHEAST ALASKA POWER AGENCY CEO FINANCIAL COVER MEMO

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DATE: May 5, 2022  
TO: SEAPA Board of Directors  
FROM: Trey Acteson, Chief Executive Officer  
SUBJECT: CEO Financial Cover Letter

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SEAPA's financial position is stable. However, minor revenue adjustments will be required over time to offset increased debt service, enhanced transmission line right of way clearing, infrastructure investments, and inflation.

Reservoirs levels are excellent and well balanced to accommodate anticipate snow melt inflows with minimal spill. Reserves on the hill should continue to support sales as we head into summer.

### **REVENUE & EXPENSES:**

The expense budget is tracking reasonably well for this time of year. Annual revenue through the end of March was slightly below budget at \$3,786,126 actual vs. \$3,965,733 budget. Operating Expenses through the end of March were slightly under budget at \$1,350,675 actual vs. \$1,457,615 budget. Note: Additional narrative has been provided in the right margin of the Statement of Financial Position to explain major year over year differences.

### **RENEWAL & REPLACEMENT PROJECTS:**

R&R expenditures through the end of March were \$102,210 actual vs. \$9,952,578 total FY2022 Budget. Most major contracts have been approved and executed ahead of the construction season. Expenditures will accelerate going forward as project milestones are achieved. Note that total approved R&R projects exceeds the current balance of the Dedicated R&R Fund, but this will be resolved once bonding is finalized for SEAPA Headquarters. There are sufficient funds to bridge that timeline.

### **BONDING FOR SEAPA HEADQUARTERS:**

I have contacted the Debt Manager for the State of Alaska, and he has confirmed at least one municipality is onboard with initiating a bond offering through the Alaska Municipal Bond Bank. Others may join once a timeline has been firmed up for the process. We have included a reimbursement resolution under New Business to authorize use of bond proceeds for work completed early in the project. The next step is to complete a formal application. Closing is most likely to occur in September.

**GRANTS:** SEAPA has one open grant, the FY13 DCCED, with an open balance at the end of March totaling \$132,954. The grant expires June 30, 2023.





## SOUTHEAST ALASKA POWER AGENCY CONTROLLER MEMO

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Date: May 3, 2022

From: Kay Key

To: Trey Acteson

Subject: **FINANCIAL STATEMENTS**

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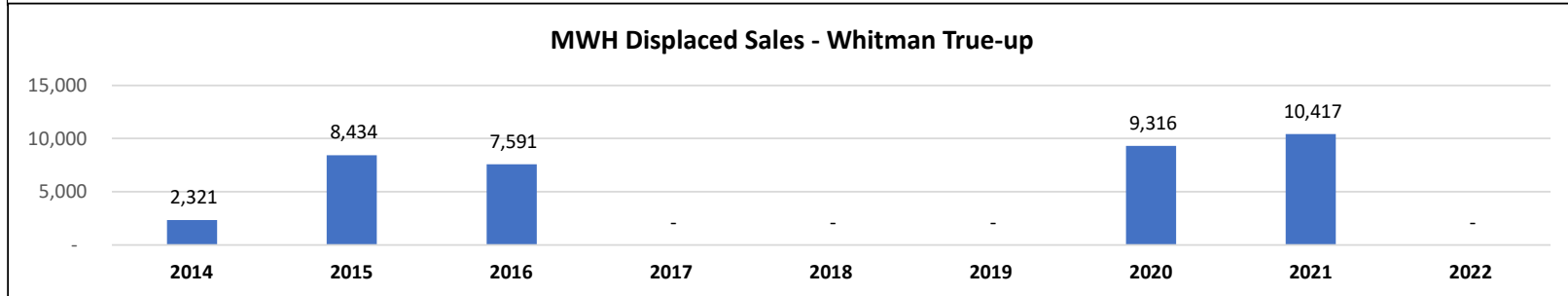
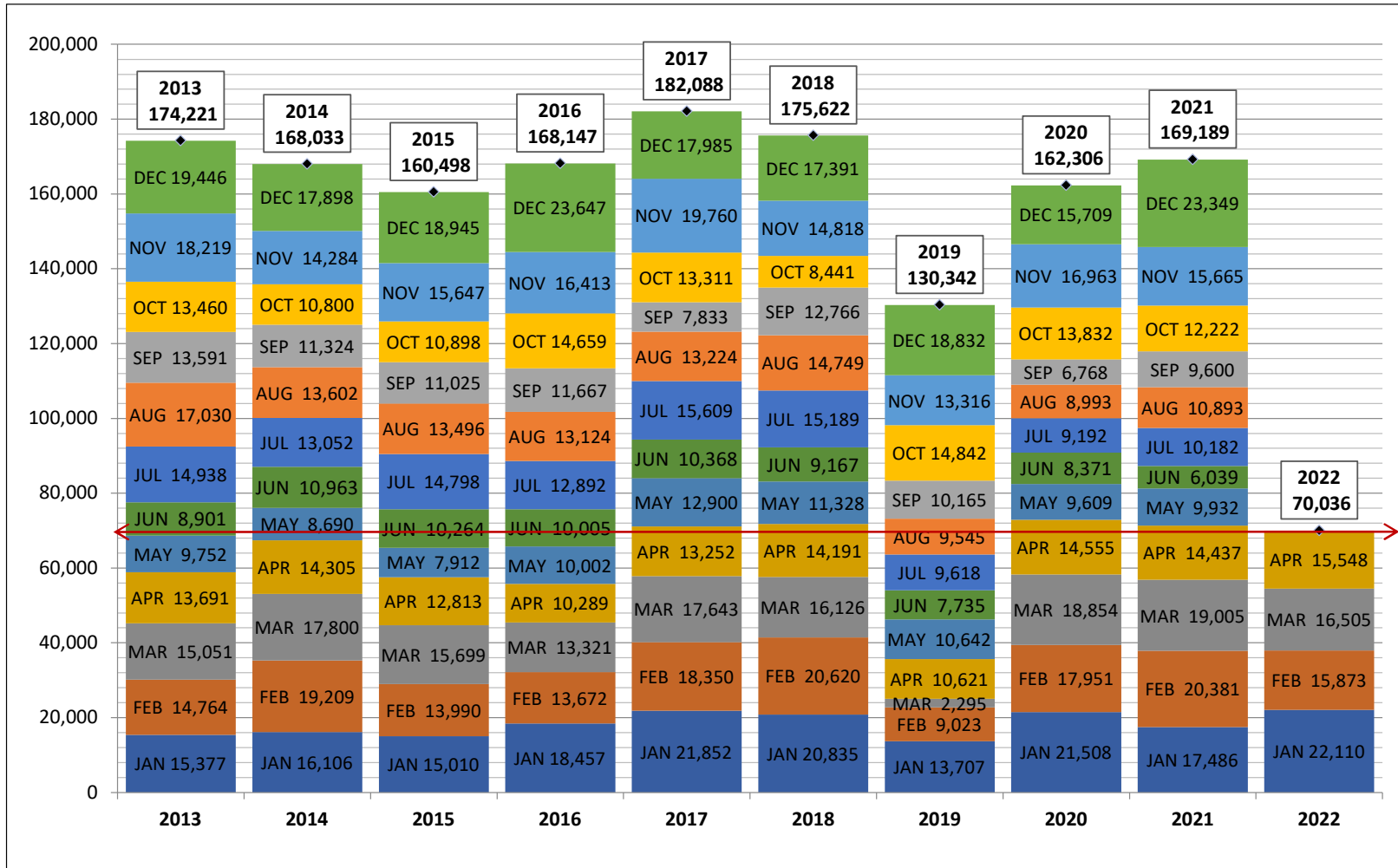
### SUGGESTED MOTION

I move to accept year-to-date financial statements through March 2022, and disbursements for February, March, and April 2022 totaling \$1,218,800.60, as presented.

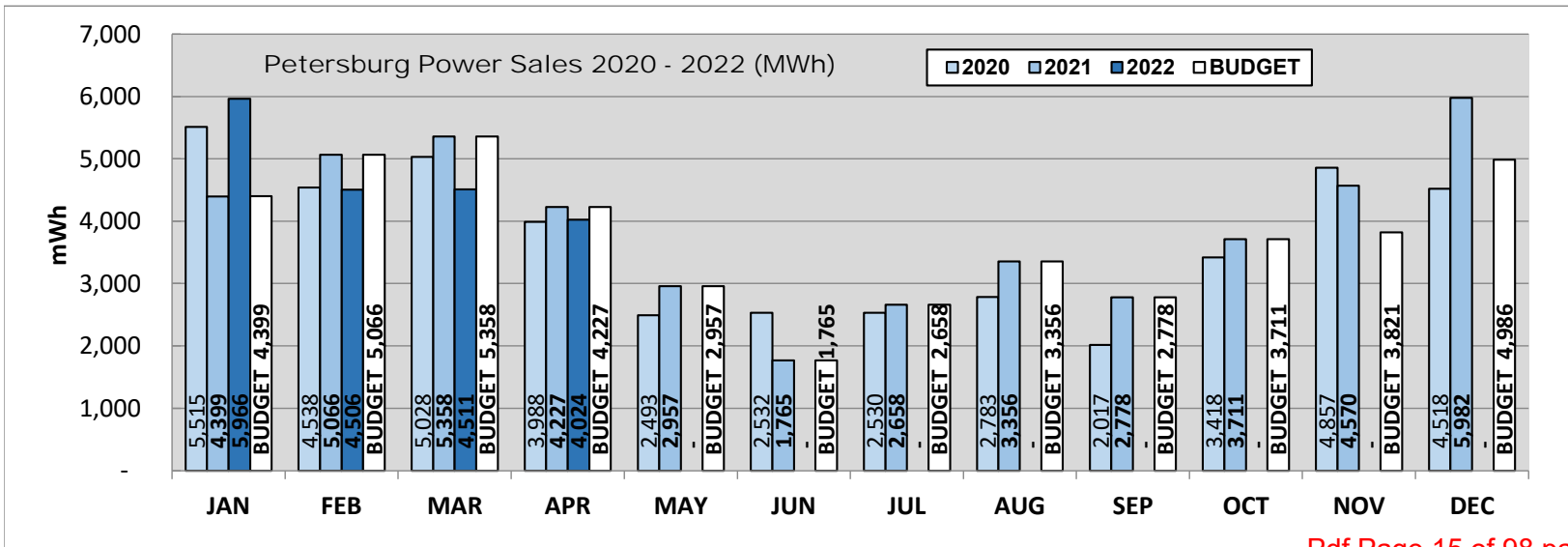
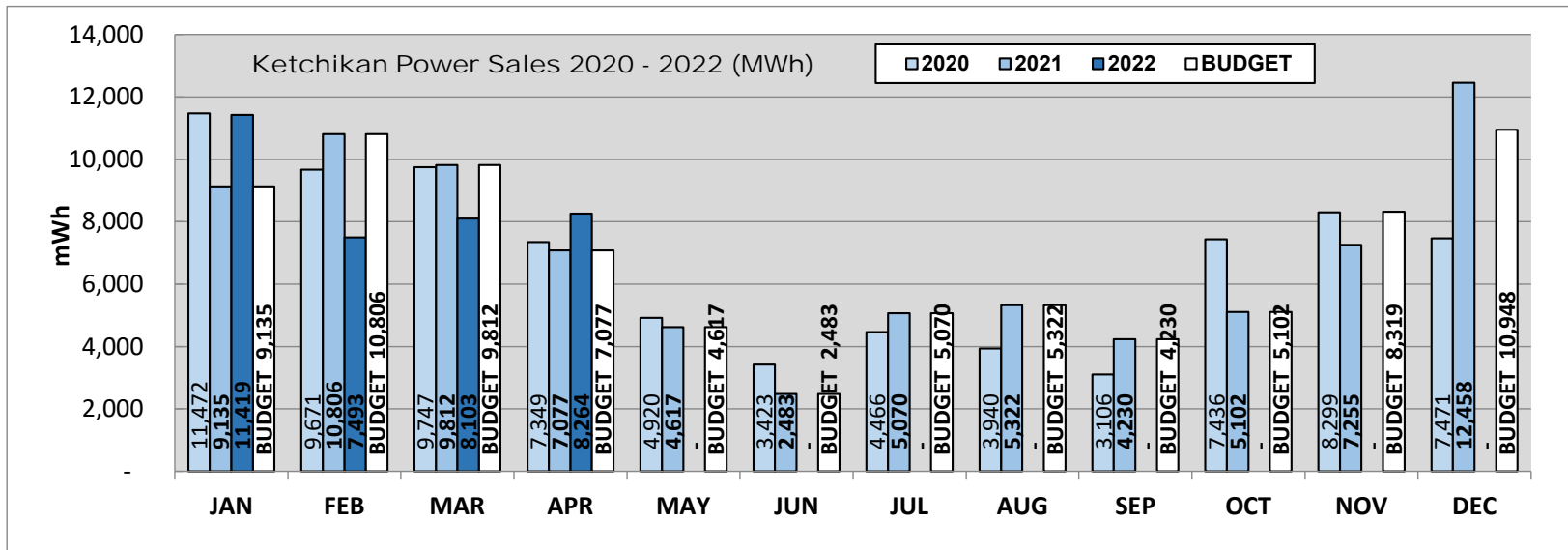
Financial Statements in this board packet include:

- **kWh Graphs** (April 2022)
- **Fund Allocation Graph** (April 2022)
- **Grant Summary** (Quarterly through March 2022)
- **Year-to-Date Financial Statements through March 2022**
  - ✓ Financial Overview
  - ✓ Statement of Financial Position – Year-to-date with prior year comparison
  - ✓ Statement of Activities – Summary of year-to-date expenses by FERC code, compared to budget and prior year
  - ✓ Statement of Activities – Line-item detail of actual expenses compared to budget by location
  - ✓ R&R Summary
- **Disbursements for February, March, and April 2022**

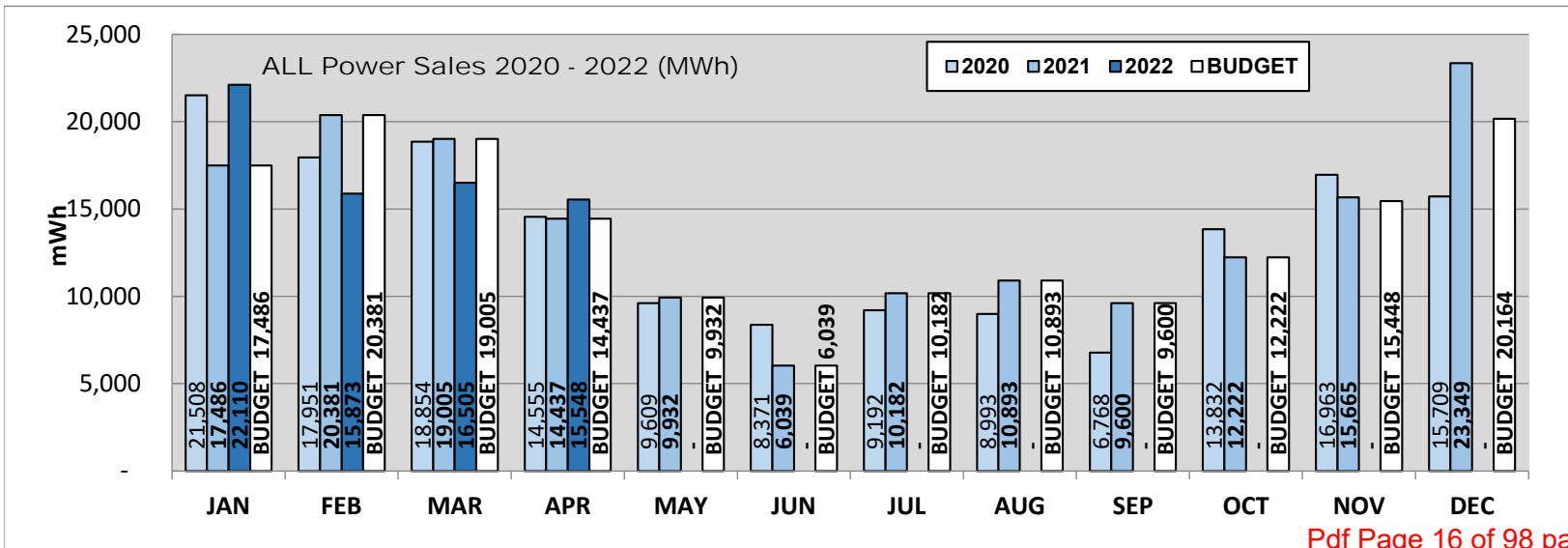
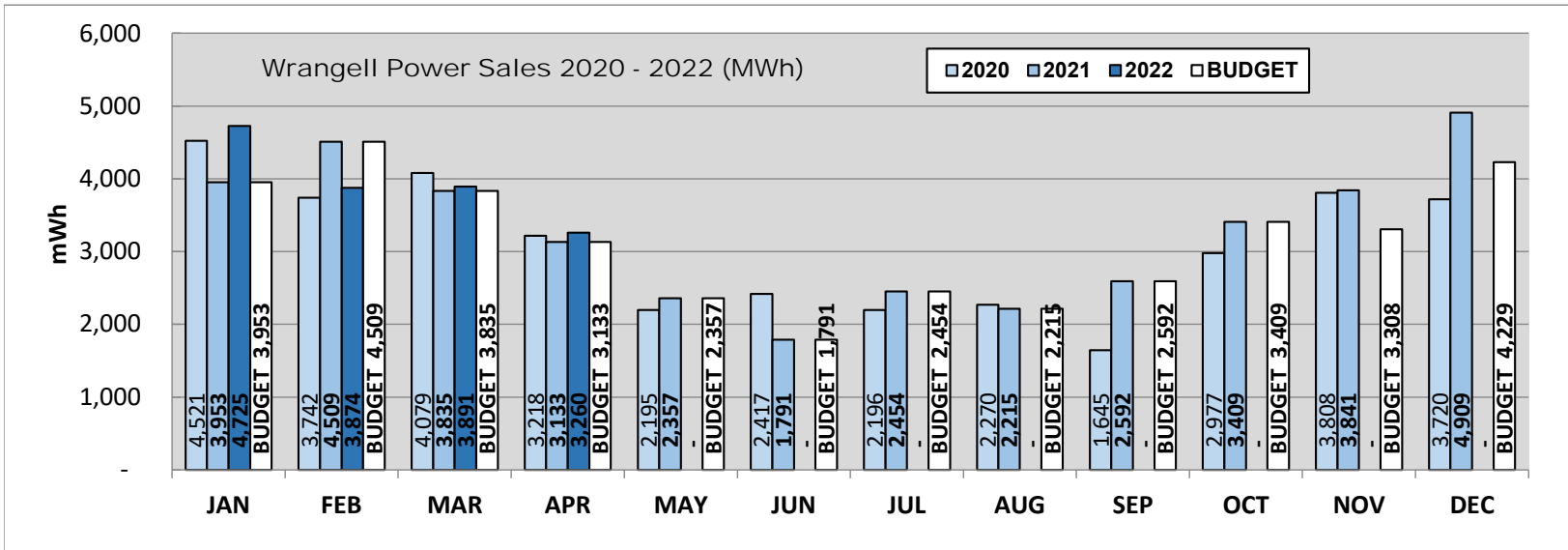
## SOUTHEAST ALASKA POWER AGENCY MWh Firm Power Sales YOY Comparison



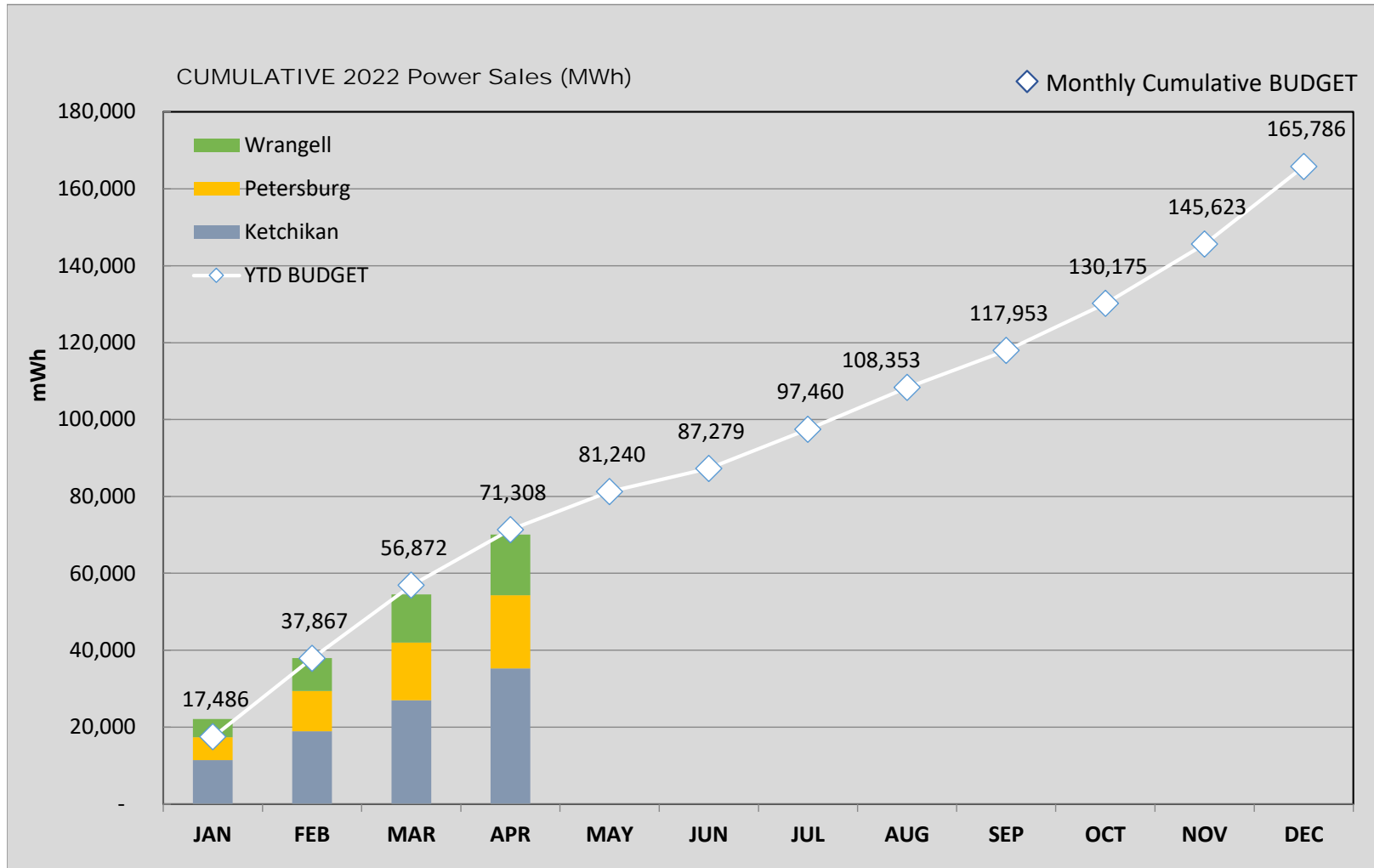
APR 2022	2022 kWh HYDROPOWER SALES	CURRENT MONTH		YTD	
		Actual	Budget	Actual	Budget
	Ketchikan Power Purchases	8,264,320	7,077,184	35,279,112	36,830,080
Petersburg Power Purchases	4,023,872	4,226,757	19,006,998	19,049,073	
Wrangell Power Purchases	3,260,080	3,132,630	15,750,110	15,429,040	
<b>Total Power Purchases</b>	<b>15,548,272</b>	<b>14,436,571</b>	<b>70,036,220</b>	<b>71,308,193</b>	



APR 2022	2022 kWh HYDROPOWER SALES	CURRENT MONTH		YTD	
		Actual	Budget	Actual	Budget
	Ketchikan Power Purchases	8,264,320	7,077,184	35,279,112	36,830,080
Petersburg Power Purchases	4,023,872	4,226,757	19,006,998	19,049,073	
Wrangell Power Purchases	3,260,080	3,132,630	15,750,110	15,429,040	
<b>Total Power Purchases</b>	<b>15,548,272</b>	<b>14,436,571</b>	<b>70,036,220</b>	<b>71,308,193</b>	



APR 2022	2022 kWh HYDROPOWER SALES	CURRENT MONTH		YTD	
		Actual	Budget	Actual	Budget
	Ketchikan Power Purchases	8,264,320	7,077,184	35,279,112	36,830,080
Petersburg Power Purchases	4,023,872	4,226,757	19,006,998	19,049,073	
Wrangell Power Purchases	3,260,080	3,132,630	15,750,110	15,429,040	
<b>Total Power Purchases</b>	<b>15,548,272</b>	<b>14,436,571</b>	<b>70,036,220</b>	<b>71,308,193</b>	



APR 2022

**Operations, Capital and Self-Insured Funds**

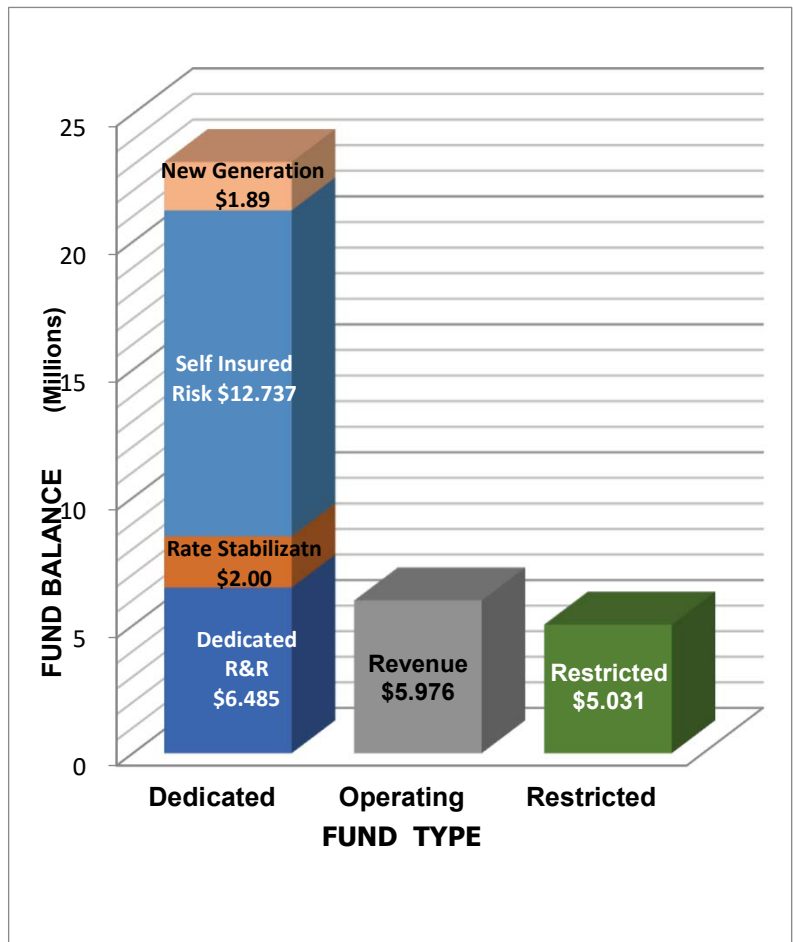
Revenue Fund	\$ 5,975,077
Checking	1,003
Dedicated R&R Projects Fund	6,484,667 <sup>1</sup>
New Generation Fund	1,889,141
Rate Stabilization Fund	2,003,868
Self Insured Risk Fund	12,736,990 <sup>2</sup>
<b>Total Operations, Capital and Insurance Funds</b>	<b>29,090,746</b>

**Trustee Funds**

2015 Series Bond Interest	\$ 162,735
2015 Series Bond Reserve	205,251
2019 Series Bond Interest	17 <sup>3</sup>
2019 Series Bond Principal	76 <sup>3</sup>
2019 Series Bond Reserve	1,264,328
2021 Series Bond Interest	175,874
2021 Series Bond Reserve	781,916
<b>Total Trustee Funds</b>	<b>2,590,197</b>

**Other Restricted Funds**

STI - USFS CD	\$ 21,640
DNR Reclamation Fund	1,418,584
Required R&R Fund	1,000,131
<b>Total Other Restricted Funds</b>	<b>2,440,355</b>
<b>Total Agency Funds</b>	<b>\$ 34,121,298</b>



<sup>1</sup> \$750K was transferred from the Revenue Fund to the Dedicated R&R Fund in January, representing the first of four quarterly payments scheduled for 2022.

<sup>2</sup> March balance - April statement not available yet.

<sup>3</sup> Bondholder payments for the 2019 Series Principal and Interest Funds were transferred in April for the May 1 pay date.

**Dedicated Funds**

- New Generation = Project feasibility funding (hydro, wind, geothermal)
- Self-Insured Risk = Coverage for uninsured transmission lines, submarine cables and insurance deductibles.
- Rate Stabilization Fund = Reserve Fund governed by the Rate Stabilization Fund Policy.
- Dedicated R&R = Funds Renewal & Replacement projects approved by the SEAPA Board in the budget.

**Operating Funds**

Revenue Fund & Commercial Checking: All SEAPA income is deposited to the Revenue Fund as required by Bond Indentures and transferred to checking as needed to cover expenditures.

**Restricted Funds (Legally or contractually restricted)**

- All Trustee Funds: Bond Interest, Principal, Reserve and Costs of Issuance accounts
- R&R = \$1,000,000 minimum balance required by bond indenture
- DNR = Alaska DNR Reclamation Agreement (50% SEAPA and 50% held in trust for Copper Valley and Kodiak)
- USFS = USFS Land Remediation Certificate of Deposit

SOUTHEAST ALASKA POWER AGENCY  
GRANT SUMMARY  
**MARCH 2022**

**AK DCCED GRANT 13-DC-553**

<b>Grant Billing</b>	<b>Grant Budget</b>	<b>Billing thru 2022</b>	<b>Open Balance</b>
<b>1 - Hydro Storage</b>	578,000	578,000	0
<b>2 - G&amp;T Site Evaluation</b>	2,109,092	1,976,138	132,954
<b>3 - Stability / Interconnecti</b>	0	0	0
<b>4 - Load Balance Model</b>	9,181	9,181	0
<b>5 - Project Mgmt</b>	255,712	255,712	0
<b>6 - Business Analysis / PSA</b>	48,015	48,015	0
<b>Total FY13 AK DCCED</b>	<b>3,000,000</b>	<b>2,867,046</b>	<b>132,954</b>

**QUARTERLY BILLING**

<b>Mar-22</b>	<b>Jun-22</b>	<b>Sep-22</b>	<b>Dec-22</b>	<b>FY22</b>
-	-	-	-	-
24,641	-	-	-	24,641
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
24,641	-	-	-	24,641

TERM: JUL 2013 - JUN 2023

The grant term has been formally extended through June 2023.



## MARCH 2022 YTD FINANCIAL OVERVIEW

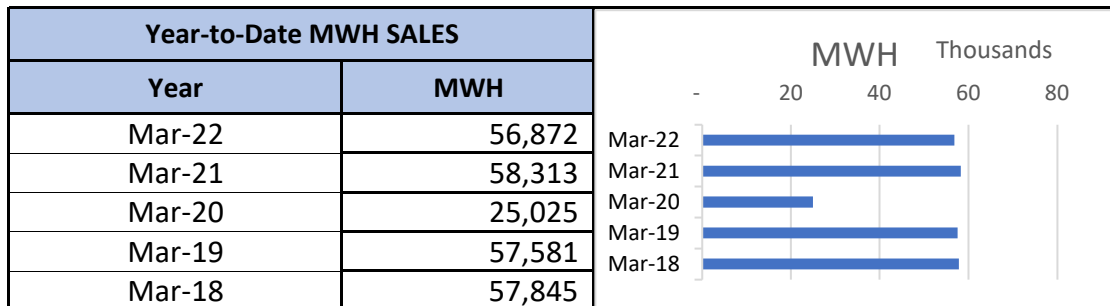
### OPERATING REVENUE

kWh SALES	JAN-MAR Actual	JAN-MAR Budget	JAN-MAR Prior Yr
Ketchikan	\$1,875,996	\$2,074,742	\$2,023,197
Petersburg	\$1,041,396	\$1,033,976	\$1,007,917
Wrangell	\$868,735	\$857,015	\$836,156
<b>Total Firm Sales</b>	<b>\$3,786,126</b>	<b>\$3,965,733</b>	<b>\$3,867,270</b>

### OPERATING EXPENSES

	JAN-MAR Actual	JAN-MAR Budget	JAN-MAR Prior Yr
Hydro Facilities	\$456,702	\$549,345	\$576,438
Transmission	\$49,507	\$50,505	\$51,098
G&A	\$844,466	\$857,765	\$731,711
<b>Total Ops Exp</b>	<b>\$1,350,675</b>	<b>\$1,457,615</b>	<b>\$1,359,246</b>

### FIRM MWH TREND



2019 drought.



Southeast Alaska Power Agency  
**Statement of Financial Position**  
as of March 31, 2022

	Year To Date 03/31/22	Prior Year To Date 03/31/21
<b>Assets</b>		
<b>Current Assets</b>		
<b>Agency Funds</b>		
<b>Operating &amp; Reserve Funds</b>		
1110-001 - Revenue Fund	5,225,786	3,943,336
1110-002 - Commercial Checking	1,003	1,000
1110-003 - Dedicated R&R Fund	6,496,121	4,739,843
1110-004 - New Generation Fund	1,889,141	1,888,323
1110-101 - Rate Stabilization Fund	2,003,802	2,003,001
1110-102 - Self Insured Risk Fund	12,736,990	6,918,026
<b>Total Operating &amp; Reserve Funds</b>	<b>28,352,843</b>	<b>19,493,530</b>
<b>Restricted Trustee Funds</b>		
1120-004 - 2015 Series Bond Interest Fund	162,734	162,629
1120-006 - 2015 Series Bond Reserve Fund	205,249	205,318
1120-009 - 2019 Series Bond Interest Fund	55,666	72,393
1120-010 - 2019 Series Bond Principal Fund	493,272	738,352
1120-011 - 2019 Series Bond Reserve Fund	1,264,318	1,264,222
1120-012 - 2021 Series Bond Interest Fund	175,873	-
1120-014 - 2021 Series Bond Reserve Fund	781,909	-
<b>Total Restricted Trustee Funds</b>	<b>3,139,021</b>	<b>2,442,914</b>
<b>Restricted Other Funds</b>		
1130-001 - USFS CD - STI	21,639	21,637
1130-002 - DNR Reclamation Fund	1,343,584	1,268,441
1130-003 - Required R&R Fund	1,000,099	1,000,632
<b>Total Restricted Other Funds</b>	<b>2,365,322</b>	<b>2,290,709</b>
<b>Total Agency Funds</b>	<b>33,857,186</b>	<b>24,227,153</b>
<b>Accounts Receivable</b>		
1100-001 - Accounts Receivable	2,009,550	2,678,203
1100-002 - Grants Receivable	24,641	1,779
1100-003 - Other Misc Receivable	5,800	5,800
<b>Total Accounts Receivable</b>	<b>2,039,990</b>	<b>2,685,781</b>
<b>Other Current Assets</b>		
<b>Accrued Interest Receivable</b>		
1200-102 - Accrued Interest Receivable	22,213	25,779
<b>Total Accrued Interest Receivable</b>	<b>22,213</b>	<b>25,779</b>
<b>Prepaid Fees</b>		
1200-201 - Prepaid FERC Fees	36,059	35,319
1200-202 - Prepaid Insurance	438,496	328,147
1200-204 - Prepaid USFS Land Use Fees	82,738	80,845
1200-206 - Prepaid Admin Group Ben	11,995	10,223
1200-207 - Prepaid Admin Retirement	15,448	15,143
<b>Total Prepaid Fees</b>	<b>584,737</b>	<b>469,677</b>
<b>Inventory Assets</b>		
1200-300 - Inventory Spares-Stores	232,560	248,876
1200-301 - Inventory SWL Winding Replace	890,405	890,405
1200-302 - Inventory Flashboard Kickers	439,456	439,456
1200-303 - Inventory Sub Cable Spare	768,484	-
1210 - Accumulated Inventory Amortization	(213,843)	-
<b>Total Inventory Assets</b>	<b>2,117,061</b>	<b>1,578,737</b>
<b>Total Other Current Assets</b>	<b>2,724,011</b>	<b>2,074,193</b>
<b>Total Current Assets</b>	<b>38,621,188</b>	<b>28,987,128</b>

<sup>1</sup> In 2021, Self-Insured Fund used to pay for RR20349 Sub Cable project.

<sup>2</sup> 2021 Series bonds issued in June to pay for RR20349 Submarine cable project

<sup>3</sup> Increase due to higher insurance premiums.

<sup>4</sup> New account created in accordance board-approved Inventory Policy

	Year To Date 03/31/22	Prior Year To Date 03/31/21
<b>Capital Assets</b>		
<b>Capital Assets</b>		
1300-100 - Swan Lake Capital Assets	36,042,665	33,636,420
1300-200 - Tye Lake Capital Assets	43,869,331	32,778,455
1300-300 - Swan-Tye Intertie Capital Assets	115,184,260	115,093,787
1300-400 - Ketchikan Capital Assets	1,411,793	1,402,705
<b>Total Capital Assets</b>	196,508,049	182,911,368
<b>R&amp;R WIP Capital Projects</b>		
1320-100 - WIP Swan Lake	150,999	482,606
1320-200 - WIP Tye Lake	120,798	1,847,730
1320-300 - WIP Swan-Tye Intertie	-	799
1320-400 - WIP Ketchikan	287,158	88,230
<b>Total R&amp;R WIP Capital Projects</b>	558,954	2,419,365
Accumulated Depreciation	(61,886,999)	(57,847,994)
<b>Total Capital Assets</b>	135,180,004	127,482,739
<b>Other Assets</b>		
<b>Deferred Assets</b>		
1830-006 - New Generation Integration	7,021	7,021
1830-007 - 2019 Bond Gain on 2009 Refund	49,184	71,884
<b>Total Deferred Assets</b>	56,205	78,905
<b>Total Other Assets</b>	56,205	78,905
<b>Total Assets</b>	173,857,396	156,548,771
<b>Liabilities and Net Position</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
2100-001 - Accounts Payable General	(10,178)	105,318
<b>Total Accounts Payable</b>	(10,178)	105,318
<b>Other Current Liabilities</b>		
2100-301 - Other Current Liabilities	42,781	71,369
2100-304 - Reserve Interest Payable	393,855	234,956
2100-340 - Wages Payable	132,650	144,030
2100-341 - PTO Payable	230,212	239,132
2100-350 - Other Payroll Liabilities	15,696	25,758
Total Other Current Liabilities	815,194	715,244
<b>Total Current Liabilities</b>	805,016	820,562
<b>Long Term Liabilities</b>		
2200-001 - PERS Unfunded Liability WRG	634,379	716,467
2200-002 - DNR Fund CVEA KEA Liability	671,680	634,220
2200-202 - Series 2015 Bonds	10,295,000	10,295,000
2200-203 - Series 2019 Bonds	2,670,000	3,475,000
2200-204 - Series 2021 Bonds	11,330,000	-
2200-302 - 2015 Bond Issuance Premium	614,818	669,876
2200-303 - 2019 Bond Issuance Premium	172,841	252,614
2200-304 - 2021 Bond Issuance Premium	2,832,627	-
<b>Total Long Term Liabilities</b>	29,221,345	16,043,177
<b>Total Liabilities</b>	30,026,361	16,863,739
<b>Net Position</b>		
3100-001 - Net Investment Capital Assets	108,434,673	112,549,453
3100-002 - Restricted for Debt Service	2,253,788	1,466,438
3100-003 - Restricted by External Agreement	1,365,223	1,290,078
3100-004 - Unrestricted	31,097,025	23,211,318
<b>Total Net Position</b>	143,150,709	138,517,287
<b>Net Income</b>	680,326	1,167,745
<b>Total Net Position</b>	143,831,035	139,685,032
<b>Total Liabilities and Net Position</b>	173,857,396	156,548,771

<sup>5</sup> Increased with capitalization of RR20349 Sub Cable in Sep 2021

<sup>2</sup> New bonds issued June 2021

<sup>2</sup> New bonds issued June 2021

**Statement of Activities - Budget Comparison YTD**  
**Year To Date as of March 31, 2022**

	YTD FY22	YTD BUDGET	VARIANCE % of Budget	YTD FY21	ANNUAL Budget
<b>OPERATING REVENUE</b>					
OPERATING REVENUE					
400 - Hydro Facility Revenues	3,786,126	3,965,733	-5%	3,867,270	12,317,486
454 - Rent-Electric Property	10,334	6,800	52%	4,896	6,800
Total Operating Revenue	3,796,460	3,972,533	-4%	3,872,166	12,324,286
<b>Net Operating Revenue</b>	<b>3,796,460</b>	<b>3,972,533</b>	<b>-4%</b>	<b>3,872,166</b>	<b>12,324,286</b>
<b>OPERATING EXPENSE</b>					
<b>HYDRO FACILITY O&amp;M</b>					
535 - Operations Supervision	3,278	4,680	-30%	7,744	10,980
537 - Hydraulic Expense	-	500	-100%	-	10,000
538 - Electric Expenses	1,792	8,350	-79%	9,108	77,000
539 - Operations Misc Expense	52,947	60,195	-12%	77,132	359,000
540 - Rents	46,089	45,820	1%	44,808	183,250
541 - Hydro Power Station Maintenance	7,269	10,650	-32%	5,205	46,000
543 - Dams Reservoirs Waterways	2,986	4,575	-35%	1,618	69,250
544 - Electric Plant Wages-Benefits	331,134	386,075	-14%	402,474	1,602,000
545 - Nonproduction Plant Maintenance	10,567	8,150	30%	17,765	62,300
561 - Control System Maintenance	640	20,350	-97%	10,584	73,400
<b>Total Hydro Facility Expense</b>	<b>456,702</b>	<b>549,345</b>	<b>-17%</b>	<b>576,438</b>	<b>2,493,180</b>
<b>TRANSMISSION O&amp;M</b>					
562 - Substation Expense	9,348	8,750	7%	6,587	38,750
564 - XMSN Submarine Cable Expense	-	1,500	-100%	260	4,700
571 - XMSN Overhead Lines Expense	40,160	40,255	0%	44,250	1,608,600
<b>Total Transmission Expense</b>	<b>49,507</b>	<b>50,505</b>	<b>15%</b>	<b>51,098</b>	<b>1,652,050</b>
<b>GENERAL &amp; ADMIN EXPENSE</b>					
920 - Admin Wages-Benefits	447,655	446,350	0%	413,022	1,948,800
921 - Office Expenses	45,910	44,225	4%	34,582	193,200
923 - Professional Services	57,216	73,700	-22%	41,730	315,150
924 - Insurance	177,284	183,750	-4%	140,635	735,000
928 - Regulatory Commission Expense	14,550	17,965	-19%	25,077	89,400
930 - General Expense	80,946	70,825	14%	56,463	183,050
931 - Admin Rent	20,904	20,950	0%	20,204	91,600
<b>Total G&amp;A Expense</b>	<b>844,466</b>	<b>857,765</b>	<b>-2%</b>	<b>731,711</b>	<b>3,556,200</b>
<b>Total Operating Expense</b>	<b>1,350,675</b>	<b>1,457,615</b>	<b>-7%</b>	<b>1,359,246</b>	<b>7,701,430</b>
<b>NET OPERATING REVENUE/(EXPENSE)</b>	<b>2,445,785</b>	<b>2,514,918</b>	<b>-3%</b>	<b>2,512,920</b>	<b>4,622,856</b>
<b>Nonoperating Income</b>					
941 - Grant Income	3,982			1,779	-
942 - Interest Income Misc	64,681			31,558	-
944 - Gain/(Loss) Investments	(280,676)			(30,132)	-
946 - Misc Nonoperating Income	(6,492)			2,916	-
<b>Total Nonoperating Income</b>	<b>(218,506)</b>			<b>6,122</b>	<b>-</b>
<b>Nonoperating Expense</b>					
952 - Bond Interest Expense	227,837			137,339	-
953 - Depreciation-Amortization Expense	1,279,662			1,211,180	-
954 - Grant Expense	3,982			1,779	-
955 - Misc Nonoperating Expense	35,473			-	-
<b>Total Nonoperating Expense</b>	<b>1,546,953</b>			<b>1,350,298</b>	<b>-</b>
<b>NET NONOPERATING INCOME/(EXPENSE)</b>	<b>(1,765,459)</b>			<b>(1,344,176)</b>	<b>-</b>
<b>Change in Net Position</b>	<b>680,326</b>	<b>2,514,918</b>	<b>-73%</b>	<b>1,168,743</b>	<b>4,622,856</b>

Southeast Alaska Power Agency

Statement of Activities  
YTD Budget  
as of March 31, 2022

	All Locations		0--No Location		1--Swan Lake		2--Tyee Lake		3--Swan-Tyee Intertie	
	01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through	
	03/31/22		03/31/22		03/31/22		03/31/22		03/31/22	
	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget
<b>OPERATING REVENUE</b>										
<b>400 - Hydro Facility Revenues</b>										
4000-401 Hydropower Sales Ketchikan	1,875,996	2,074,742	1,875,996	2,074,742	-	-	-	-	-	-
4000-402 Hydropower Sales Petersburg	1,041,396	1,033,976	1,041,396	1,033,976	-	-	-	-	-	-
4000-403 Hydropower Sales Wrangell	868,735	857,015	868,735	857,015	-	-	-	-	-	-
<b>Total 400 - Hydro Facility Revenues</b>	<b>3,786,126</b>	<b>3,965,733</b>	<b>3,786,126</b>	<b>3,965,733</b>	-	-	-	-	-	-
<b>454 - Rent-Electric Property</b>										
4540-451 Rent Electric Property	10,334	6,800	10,334	6,800	-	-	-	-	-	-
<b>Total 454 - Rent-Electric Property</b>	<b>10,334</b>	<b>6,800</b>	<b>10,334</b>	<b>6,800</b>	-	-	-	-	-	-
<b>TOTAL OPERATING REVENUE</b>	<b>3,796,460</b>	<b>3,972,533</b>	<b>3,796,460</b>	<b>3,972,533</b>	-	-	-	-	-	-
<b>OPERATING EXPENSE</b>										
<b>535 - Operations Supervision</b>										
0390 Software	2,856	2,880	-	-	1,428	1,440	1,428	1,440	-	-
0610 Office Equipment	289	1,050	-	-	289	600	-	450	-	-
0730 Office Supplies	133	750	-	-	19	250	114	500	-	-
<b>Total 535 - Operations Supervision</b>	<b>3,278</b>	<b>4,680</b>	-	-	<b>1,736</b>	<b>2,290</b>	<b>1,542</b>	<b>2,390</b>	-	-
<b>537 - Hydraulic Expenses</b>										
0800 Materials-Minor Equip	-	500	-	-	-	250	-	250	-	-
<b>Total 537 - Hydraulic Expenses</b>	-	<b>500</b>	-	-	-	<b>250</b>	-	<b>250</b>	-	-
<b>538 - Electric Expenses</b>										
0310 Contractor	9	4,800	-	-	9	2,000	-	2,800	-	-
0740 Operating Supplies	-	1,450	-	-	-	750	-	700	-	-
0800 Materials-Minor Equip	1,783	2,100	-	-	1,783	1,400	-	700	-	-
<b>Total 538 - Electric Expenses</b>	<b>1,792</b>	<b>8,350</b>	-	-	<b>1,792</b>	<b>4,150</b>	-	<b>4,200</b>	-	-
<b>539 - Operations Misc Expense</b>										
0300 Communication Services	11,607	12,000	-	-	5,165	5,250	6,442	6,750	-	-
0310 Contractor	920	1,050	-	-	-	450	920	600	-	-
0320 Flights	12,230	19,900	-	-	520	4,900	11,710	15,000	-	-
0330 Helicopters	2,625	-	-	-	-	-	2,625	-	-	-
0360 Lodging	-	250	-	-	-	-	-	250	-	-
0373 Rent-Other	-	360	-	-	-	360	-	-	-	-
0402 Training-Safety	4,645	10,000	-	-	2,843	5,000	1,803	5,000	-	-
0410 Transport-Other	600	-	-	-	-	-	600	-	-	-
0420 Utilities	362	260	-	-	362	260	-	-	-	-
0600 Phones, Radios, Video	595	600	-	-	384	100	211	500	-	-
0710 Food, Meals	2,493	700	-	-	-	200	2,493	500	-	-

Southeast Alaska Power Agency

Statement of Activities  
 YTD Budget  
 as of March 31, 2022

	All Locations		0--No Location		1--Swan Lake		2--Tyee Lake		3--Swan-Tyee Intertie	
	01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through	
	03/31/22		03/31/22		03/31/22		03/31/22		03/31/22	
	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget
0740 Operating Supplies	1,260	800	-	-	1,133	400	127	400	-	-
0750 Safety	1,164	2,600	-	-	973	1,300	191	1,300	-	-
0800 Materials-Minor Equip	-	2,500	-	-	-	-	-	2,500	-	-
0810 Rolling Stock Maint	7,868	3,800	-	-	5,175	1,400	2,693	2,400	-	-
0811 Marine Vessel Maint	992	600	-	-	992	600	-	-	-	-
0820 Fuels and Oils	947	700	-	-	150	-	797	700	-	-
0830 Fuels and Oils - Marine	4,580	3,375	-	-	2,693	1,500	1,887	1,875	-	-
0850 Tools	60	700	-	-	-	-	60	700	-	-
<b>Total 539 - Operations Misc Expense</b>	<b>52,947</b>	<b>60,195</b>	<b>-</b>	<b>-</b>	<b>20,388</b>	<b>21,720</b>	<b>32,559</b>	<b>38,475</b>	<b>-</b>	<b>-</b>
<b>540 - Rents</b>										
0030 FERC Land Use	18,030	18,150	-	-	3,874	3,900	14,156	14,250	-	-
0050 USFS Land Use	28,059	27,670	-	-	-	-	7,701	7,420	20,358	20,250
<b>Total 540 - Rents</b>	<b>46,089</b>	<b>45,820</b>	<b>-</b>	<b>-</b>	<b>3,874</b>	<b>3,900</b>	<b>21,857</b>	<b>21,670</b>	<b>20,358</b>	<b>20,250</b>
<b>541 - Hydro Power Station Maintnce</b>										
0310 Contractor	66	1,400	-	-	66	700	-	700	-	-
0740 Operating Supplies	2,251	1,400	-	-	2,191	700	60	700	-	-
0800 Materials-Minor Equip	4,752	6,250	-	-	4,752	3,750	-	2,500	-	-
0850 Tools	200	1,600	-	-	200	700	-	900	-	-
<b>Total 541 - Hydro Power Station Maint.</b>	<b>7,269</b>	<b>10,650</b>	<b>-</b>	<b>-</b>	<b>7,209</b>	<b>5,850</b>	<b>60</b>	<b>4,800</b>	<b>-</b>	<b>-</b>
<b>543 - Dams Reservoirs Waterways</b>										
0310 Contractor	-	3,000	-	-	-	3,000	-	-	-	-
0740 Operating Supplies	609	800	-	-	609	375	-	425	-	-
0800 Materials-Minor Equip	2,377	575	-	-	2,377	375	-	200	-	-
0850 Tools	-	200	-	-	-	200	-	-	-	-
<b>Total 543 - Dams Reservoirs Waterways</b>	<b>2,986</b>	<b>4,575</b>	<b>-</b>	<b>-</b>	<b>2,986</b>	<b>3,950</b>	<b>-</b>	<b>625</b>	<b>-</b>	<b>-</b>
<b>544 - Electric Plant Wages-Benefits</b>										
0110 Wages / PTO	222,963	251,500	-	-	125,633	125,500	97,330	126,000	-	-
0120 OT	21,687	32,665	-	-	17,320	16,375	4,367	16,290	-	-
0140 Taxes	19,508	19,430	-	-	10,898	9,845	8,610	9,585	-	-
0150 H&W	40,841	49,855	-	-	21,672	24,955	19,168	24,900	-	-
0160 Retirement	26,135	32,625	-	-	14,242	16,325	11,894	16,300	-	-
<b>Total 544 - Electric Plant Wages-Benefits</b>	<b>331,134</b>	<b>386,075</b>	<b>-</b>	<b>-</b>	<b>189,765</b>	<b>193,000</b>	<b>141,369</b>	<b>193,075</b>	<b>-</b>	<b>-</b>

## Southeast Alaska Power Agency

### Statement of Activities YTD Budget as of March 31, 2022

	All Locations		0--No Location		1--Swan Lake		2--Tyee Lake		3--Swan-Tyee Intertie	
	01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through	
	03/31/22		03/31/22		03/31/22		03/31/22		03/31/22	
	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget
<b>545 - Nonproduction Plant Maintenance</b>										
0310 Contractor	499	75	-	-	-	-	499	75	-	-
0373 Rent-Other	963	1,075	-	-	963	1,075	-	-	-	-
0710 Food, Meals	119	-	-	-	119	-	-	-	-	-
0740 Operating Supplies	2,196	3,500	-	-	649	500	1,547	3,000	-	-
0800 Materials-Minor Equip	3,369	1,250	-	-	1,505	1,250	1,864	-	-	-
0810 Rolling Stock Maint	641	50	-	-	-	-	641	50	-	-
0820 Fuels and Oils	371	-	-	-	-	-	371	-	-	-
0840 Furnishings	2,357	2,000	-	-	77	-	2,280	2,000	-	-
0850 Tools	52	200	-	-	-	75	52	125	-	-
<b>Total 545 - Nonproduction Plant Maint.</b>	<b>10,567</b>	<b>8,150</b>	<b>-</b>	<b>-</b>	<b>3,314</b>	<b>2,900</b>	<b>7,254</b>	<b>5,250</b>	<b>-</b>	<b>-</b>
<b>561 - Control System Maintenance</b>										
0310 Contractor	-	15,000	-	-	-	7,500	-	7,500	-	-
0390 Software	-	1,350	-	-	-	675	-	675	-	-
0740 Operating Supplies	60	-	-	-	-	-	60	-	-	-
0800 Materials-Minor Equip	580	4,000	-	-	514	2,000	66	2,000	-	-
<b>Total 561 - Control System Maint.</b>	<b>640</b>	<b>20,350</b>	<b>-</b>	<b>-</b>	<b>514</b>	<b>10,175</b>	<b>126</b>	<b>10,175</b>	<b>-</b>	<b>-</b>
<b>562 - Substation Expense</b>										
0300 Communication Services	1,422	375	-	-	-	-	1,422	375	-	-
0320 Flights	3,500	2,600	-	-	-	-	3,500	2,600	-	-
0360 Lodging	-	125	-	-	-	-	-	125	-	-
0373 Rent-Other	300	125	-	-	-	-	300	125	-	-
0420 Utilities	4,041	3,000	-	-	-	-	4,041	3,000	-	-
0600 Phones, Radios, Video	-	1,050	-	-	-	-	-	1,050	-	-
0710 Food, Meals	-	50	-	-	-	-	-	50	-	-
0740 Operating Supplies	50	775	-	-	-	125	50	650	-	-
0800 Materials-Minor Equip	-	500	-	-	-	250	-	250	-	-
0820 Fuels and Oils	-	75	-	-	-	-	-	75	-	-
0850 Tools	35	75	-	-	-	-	35	75	-	-
<b>Total 562 - Substation Expense</b>	<b>9,348</b>	<b>8,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>375</b>	<b>9,348</b>	<b>8,375</b>	<b>-</b>	<b>-</b>
<b>564 - XMSN Submarine Cable Expense</b>										
0360 Lodging	-	125	-	-	-	-	-	125	-	-
0740 Operating Supplies	-	250	-	-	-	-	-	250	-	-
0800 Materials-Minor Equip	-	625	-	-	-	-	-	625	-	-
0850 Tools	-	500	-	-	-	-	-	500	-	-
<b>Total 564 - XMSN Submarine Cable Exp.</b>	<b>-</b>	<b>1,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,500</b>	<b>-</b>	<b>-</b>

## Southeast Alaska Power Agency

### Statement of Activities YTD Budget as of March 31, 2022

	All Locations		0--No Location		1--Swan Lake		2--Tyee Lake		3--Swan-Tyee Intertie	
	01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through	
	03/31/22		03/31/22		03/31/22		03/31/22		03/31/22	
	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget
<b>571 - XMSN Overhead Lines Expense</b>										
0110 Wages / PTO	25,671	26,750	25,671	26,750	-	-	-	-	-	-
0120 OT	41	-	41	-	-	-	-	-	-	-
0140 Taxes	1,940	2,330	1,940	2,330	-	-	-	-	-	-
0150 H&W	5,569	5,070	5,569	5,070	-	-	-	-	-	-
0160 Retirement	3,552	3,170	3,552	3,170	-	-	-	-	-	-
0300 Communication Services	383	435	383	435	-	-	-	-	-	-
0420 Utilities	446	500	446	500	-	-	-	-	-	-
0710 Food, Meals	16	-	-	-	-	-	16	-	-	-
0740 Operating Supplies	20	950	20	950	-	-	-	-	-	-
0750 Safety	359	-	359	-	-	-	-	-	-	-
0811 Marine Vessel Maint	2,161	750	2,161	750	-	-	-	-	-	-
0820 Fuels and Oils	-	300	-	300	-	-	-	-	-	-
<b>Total 571 - XMSN Overhead Lines Exp.</b>	<b>40,160</b>	<b>40,255</b>	<b>40,143</b>	<b>40,255</b>	<b>-</b>	<b>-</b>	<b>16</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>920 - Admin Wages-Benefits</b>										
0110 Wages / PTO	260,397	258,000	260,397	258,000	-	-	-	-	-	-
0120 OT	102	500	102	500	-	-	-	-	-	-
0140 Taxes	21,835	18,900	21,835	18,900	-	-	-	-	-	-
0150 H&W	65,106	68,600	65,106	68,600	-	-	-	-	-	-
0160 Retirement	100,215	100,350	100,215	100,350	-	-	-	-	-	-
<b>Total 920 - Admin Wages-Benefits</b>	<b>447,655</b>	<b>446,350</b>	<b>447,655</b>	<b>446,350</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>921 - Office Expenses</b>										
0300 Communication Services	8,062	7,300	8,062	7,300	-	-	-	-	-	-
0310 Contractor	26,005	25,875	26,005	25,875	-	-	-	-	-	-
0350 Licenses-Permits	-	75	-	75	-	-	-	-	-	-
0373 Rent-Other	1,114	-	1,114	-	-	-	-	-	-	-
0390 Software	1,306	1,300	1,306	1,300	-	-	-	-	-	-
0420 Utilities	3,495	2,500	3,495	2,500	-	-	-	-	-	-
0600 Phones, Radios, Video	1,465	1,000	1,465	1,000	-	-	-	-	-	-
0610 Office Equipment	949	2,250	949	2,250	-	-	-	-	-	-
0710 Food, Meals	415	400	415	400	-	-	-	-	-	-
0730 Office Supplies	2,373	3,000	2,373	3,000	-	-	-	-	-	-
0740 Operating Supplies	20	-	20	-	-	-	-	-	-	-
0810 Rolling Stock Maint	474	250	474	250	-	-	-	-	-	-
0820 Fuels and Oils	232	275	232	275	-	-	-	-	-	-
<b>Total 921 - Office Expenses</b>	<b>45,910</b>	<b>44,225</b>	<b>45,910</b>	<b>44,225</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Southeast Alaska Power Agency

Statement of Activities  
YTD Budget  
as of March 31, 2022

	All Locations		0--No Location		1--Swan Lake		2--Tyee Lake		3--Swan-Tyee Intertie	
	01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through		01/01/22 Through	
	03/31/22		03/31/22		03/31/22		03/31/22		03/31/22	
	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget
<b>923 - Professional Services</b>										
0920 Banking-Trustee-Investment	10,972	11,000	10,972	11,000	-	-	-	-	-	-
0930 Legal	9,835	27,000	9,835	27,000	-	-	-	-	-	-
0940 Legislative	12,000	12,000	12,000	12,000	-	-	-	-	-	-
0950 Other Professional Services	24,410	23,700	24,410	23,700	-	-	-	-	-	-
<b>Total 923 - Professional Services</b>	<b>57,216</b>	<b>73,700</b>	<b>57,216</b>	<b>73,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>924 - Insurance</b>										
0960 Insurance	177,284	183,750	177,284	183,750	-	-	-	-	-	-
<b>Total 924 - Insurance</b>	<b>177,284</b>	<b>183,750</b>	<b>177,284</b>	<b>183,750</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>928 - Regulatory Commission Expense</b>										
0020 FERC Admin	14,550	14,315	-	-	7,500	7,050	7,050	7,265	-	-
0040 FERC Other	-	3,200	-	-	-	3,200	-	-	-	-
0060 AK Agency	-	450	-	-	-	50	-	100	-	300
<b>Total 928 - Regulatory Commission Exp.</b>	<b>14,550</b>	<b>17,965</b>	<b>-</b>	<b>-</b>	<b>7,500</b>	<b>10,300</b>	<b>7,050</b>	<b>7,365</b>	<b>-</b>	<b>300</b>
<b>930 - General Expense</b>										
0200 Advertising-Public Relations	17,337	6,000	17,337	6,000	-	-	-	-	-	-
0210 Association Dues	39,347	40,000	39,347	40,000	-	-	-	-	-	-
0220 Board Meeting Expense	1,233	2,500	1,233	2,500	-	-	-	-	-	-
0230 Professional Development	3,690	3,200	3,690	3,200	-	-	-	-	-	-
0240 Travel Expense (Admin)	1,708	3,750	1,708	3,750	-	-	-	-	-	-
0250 Non-Travel Incidental	179	375	179	375	-	-	-	-	-	-
0260 Recruitment	17,453	15,000	17,453	15,000	-	-	-	-	-	-
<b>Total 930 - General Expense</b>	<b>80,946</b>	<b>70,825</b>	<b>80,946</b>	<b>70,825</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>931 - Admin Rent</b>										
0371 Rent-Office Space	16,329	16,300	16,329	16,300	-	-	-	-	-	-
0372 Rent-Apartment	4,575	4,650	4,575	4,650	-	-	-	-	-	-
<b>Total 931 - Admin Rent</b>	<b>20,904</b>	<b>20,950</b>	<b>20,904</b>	<b>20,950</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL OPERATING EXPENSE</b>	<b>1,350,675</b>	<b>1,457,615</b>	<b>870,059</b>	<b>880,055</b>	<b>239,078</b>	<b>258,610</b>	<b>221,180</b>	<b>297,900</b>	<b>20,358</b>	<b>20,550</b>
<b>NET OPERATING REVENUE/(EXPENSE)</b>	<b>2,445,785</b>	<b>2,514,918</b>								



Southeast Alaska Power Agency

Statement of Activities  
YTD Budget  
as of March 31, 2022

	All Locations		0--No Location		1--Swan Lake		2--Tyee Lake		3--Swan-Tyee Intertie	
	01/01/22 Through 03/31/22		01/01/22 Through 03/31/22		01/01/22 Through 03/31/22		01/01/22 Through 03/31/22		01/01/22 Through 03/31/22	
	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget	Actual	YTD Budget
<b>NONOPERATING EXPENSE</b>										
<b>941 - Grant Income</b>										
5410 Grant Income	3,982	-	3,982	-	-	-	-	-	-	-
<b>Total 941 - Grant Income</b>	3,982	-	3,982	-	-	-	-	-	-	-
<b>942 - Interest Income Misc</b>										
5010 Interest Earned Misc	1,697	-	1,697	-	-	-	-	-	-	-
5030 Interest Investment Income	62,984	-	62,984	-	-	-	-	-	-	-
<b>Total 942 - Interest Income Misc</b>	64,681	-	64,681	-	-	-	-	-	-	-
<b>944 - Gain/(Loss) Investments</b>										
5200 Realized Gain/(Loss) on Invest	(11,221)	-	(11,221)	-	-	-	-	-	-	-
5210 Unrealized Gain/(Loss) Investmt	(269,454)	-	(269,454)	-	-	-	-	-	-	-
<b>Total 944 - Gain/(Loss) Investments</b>	(280,676)	-	(280,676)	-	-	-	-	-	-	-
<b>946 - Misc Nonoperating Income</b>										
5420 Gain/(Loss) Property Dispositn	(6,492)	-	(6,492)	-	-	-	-	-	-	-
<b>Total 941 - Grant Income</b>	(6,492)	-	(6,492)	-	-	-	-	-	-	-
<b>TOTAL NONOPERATING INCOME</b>	<b>(218,506)</b>	-	<b>(218,506)</b>	-	-	-	-	-	-	-
<b>NONOPERATING EXPENSE</b>										
<b>952 - Bond Interest Expense</b>										
6120 Bond Interest Expense 2015 Series	108,158	-	108,158	-	-	-	-	-	-	-
6130 Bond Interest Expense 2019 Series	19,107	-	19,107	-	-	-	-	-	-	-
6131 Bond Interest Expense 2021 Series	100,571	-	100,571	-	-	-	-	-	-	-
<b>Total 952 - Bond Interest Expense</b>	227,837	-	227,837	-	-	-	-	-	-	-
<b>953 - Depreciation-Amortization Expense</b>										
6300 Depreciation Expense	1,263,168	-	1,263,168	-	-	-	-	-	-	-
6310 Inventory Amortization	16,494	-	16,494	-	-	-	-	-	-	-
<b>Total 953 - Depreciation-Amortization Expense</b>	1,279,662	-	1,279,662	-	-	-	-	-	-	-
<b>954 - Grant Expense</b>										
6520 Grant Contractual	3,982	-	3,982	-	-	-	-	-	-	-
<b>Total 955 - Misc Nonoperating Expense</b>	3,982	-	3,982	-	-	-	-	-	-	-
<b>955 - Misc Nonoperating Expense</b>										
6020 Interest Expense Investments	35,473	-	35,473	-	-	-	-	-	-	-
<b>Total 955 - Misc Nonoperating Expense</b>	35,473	-	35,473	-	-	-	-	-	-	-
<b>TOTAL NONOPERATING EXPENSE</b>	<b>1,546,953</b>	-	<b>1,546,953</b>	-	-	-	-	-	-	-
<b>NET NONOPERATING INCOME/(EXPENSE)</b>	<b>(1,765,459)</b>	-	<b>(1,765,459)</b>	-	-	-	-	-	-	-
<b>Change in Net Position</b>	<b>680,326</b>	<b>2,514,918</b>								

Southeast Alaska Power Agency  
**R&R Summary - Capital Expenditures**  
as of March 31, 2022

	2022 EXPENDITURES	2022 BUDGET	PRIOR YRS EXPENDITURES	OVERALL EXPENDITURES	Overall Budget through 2022
RR19307 - Helipads Cleveland	-	347,000	34,836	34,836	382,071
RR19326 - Don Finney Lane HQ	2,370	5,349,060	140,507	142,877	5,455,295
RR19331 - STCS-HMI-Historian	2,639	277,320	186,997	189,636	450,000
RR20339 - Guy Thimbles STI Phase II	442	151,418	-	442	360,200
RR20343 - Partial Discharge Monitors SWL	-	22,300	85,930	85,930	108,230
RR20345 - Stationary Winch SWL	30,532	32,455	11,045	41,577	43,500
RR21350 - Bunkhouse SWL	-	1,124,000	-	-	1,124,000
RR21356 - Office Unit SWL Four-Plex	-	10,940	4,060	4,060	15,000
RR21361 - XFMR Circuit Switcher WRG	252	401,300	989	1,241	401,300
RR22364 - 15kV Switchgear TYL	-	80,000	-	-	80,000
RR22365 - Airstrip Resurface TYL	-	235,000	-	-	235,000
RR22366 - Annunicators SWL	-	72,000	-	-	72,000
RR22367 - EDG Governors-Exciters SWL	-	119,200	-	-	119,200
RR22368 - Fire Service Panels SWL	-	67,000	-	-	67,000
RR22369 - Housing Roof-Siding TYL	117	102,800	-	117	102,800
RR22370 - Inlet Valve Ctrl System SWL	-	106,150	-	-	106,150
RR22371 - Intake Gate Refurbishment SWL	-	18,400	-	-	18,400
RR22372 - Reservoir Debris Site SWL	-	41,000	-	-	41,000
RR22373 - Standby Generator KTN HQ	-	15,000	-	-	15,000
RR22374 - Station Service Switchgear TYL	-	230,000	-	-	230,000
RR22375 - Substation Refurbishment PSG	52,043	271,635	-	52,043	271,635
RR22376 - Vibration Monitoring Equipment SW	-	15,000	-	-	15,000
RR22377 - Warehouse-Office WRG	222	863,600	5,861	6,083	863,600
<b>Total All RR Projects</b>	<b>88,617</b>	<b>9,952,578</b>	<b>470,225</b>	<b>558,842</b>	<b>10,576,381</b>

Overall budget is through December 2022 and does not include future years.

R&R Projects completed in 2022

**SOUTHEAST ALASKA  
POWER AGENCY**

Revenue Fund . . . . . 1,114,792.12  
 Dedicated R&R Fund . . . . . 104,008.48  
 Commercial Checking . . . . . \$ 1,218,800.60

**DISBURSEMENTS  
FEB 2022-APR 2022**

VENDOR			REVENUE FUND	DEDICATED R&R FUND
Alaska Airlines Cargo			73.84	-
Alaska Permanent Capital, Inc	Banking-Trustee-Investment	2,453.82	2,453.82	-
Alaska Permanent Capital, Inc	Banking-Trustee-Investment	2,448.02	2,448.02	-
Alaska Permanent Capital, Inc			4,901.84	-
Alaska Power Association			15,000.00	-
Allied Power Products Inc			-	28,832.49
Alltek Network Solutions Inc			119.90	-
Alpine Mini Mart			231.80	-
Amazon.com			3,315.73	374.98
Angerman's Inc			144.75	-
Arrowhead LP Gas WRG			262.91	-
Ascent Law Partners LLP			6,830.00	-
Bank of America Feb			12,535.18	564.88
Bank of America Jan			16,335.35	-
Bank of America Mar			14,428.13	1,812.12
Bay Company			3,072.21	-
Bernies			250.00	-
Breakaway Adventures LLC			600.00	-
Cambria Properties LLC			3,050.00	-
City Market Inc			270.27	-
Computershare	Annual DNR Reclamation Fund deposit		75,000.00	-
Computershare 2019 Interest	Series 2019 Bonds		11,100.00	-
Computershare 2019 Principal	"Computershare" formerly Wells Fargo Trust		351,800.00	-
Construction Machinery Industrial LLC			1,641.04	-
Copper River Fleece			748.90	-
Daily Journal of Commerce			-	312.70
EE Reimbursement Feb			228.89	-
EE Reimbursement Mar			1,295.14	-
Electric Power Systems Inc			22,666.00	-
Emerson - American Governor Company			846.92	-
Family Clinic of Ashley County			155.00	-
Federal Energy Regulatory Commissio	Annual Land Use fees		72,118.32	-
FedEx			80.97	-
First City Electric, Inc			1,020.12	905.46
G2 Risk Consulting			1,743.75	-
GCI 99001	RR21352 Fiber Buildout PSG-WRG		-	54,640.03
Grainger			3,669.34	-
GT Land Surveying LLC			-	1,916.25
Hammer & Wikan, Inc			42.48	-
IEEE Operations Center			293.00	-
John Taylor and Sons Inc			425.00	-
Kelley Connect			420.09	-
Ketchikan City of 334			16.75	-
Ketchikan Daily News			1,161.90	405.75
Ketchikan Gateway Borough			10,476.18	-
Ketchikan High School			500.00	-
Landing Hotel			1,308.19	-
Les Schwab			2,179.94	-
Madison Lumber & Hardware Inc			250.59	-
Marble Construction			642.00	-
Marsh USA Inc			72.00	-

**SOUTHEAST ALASKA  
POWER AGENCY**

Revenue Fund . . . . . 1,114,792.12  
 Dedicated R&R Fund . . . . . 104,008.48  
 Commercial Checking . . . . . \$ 1,218,800.60

**DISBURSEMENTS  
FEB 2022-APR 2022**

VENDOR		REVENUE FUND	DEDICATED R&R FUND
McMaster-Carr Supply Company		940.67	-
McMillen Jacobs Associates		3,981.50	-
Midco Material Handling		458.20	-
Northern Sales Inc		370.06	-
Northwest Hydroelectric Association		850.00	-
NRECA Group Ins		44,736.28	-
NRECA Group Ins Admin		3,245.18	-
NRECA RSP Admin		1,846.66	-
NRECA RSP Trust Contrib	Administrative Employee Benefits (2 mo.)	59,947.40	-
Onlogic		-	8,680.26
Pacific Pride of Alaska LLC		273.64	-
Petersburg High School		500.00	-
Petro Marine Services-KTN		2,769.39	-
Petro Marine Services-WRG		2,421.10	-
Pilot Publishing, Inc		360.00	224.00
R&M Engineering-Ketchikan, Inc		840.00	-
Ray Matiasowski		8,000.00	-
Samson Tug & Barge		3,657.39	793.52
Satellite & Sound Inc		4,688.00	-
Schmolck Mechanical KTN		75.80	-
SE Business Machines		320.00	-
Sentry Hardware & Marine		1,189.83	-
Service Auto Parts		3,886.52	-
Sockeye Business Solutions Inc		2,000.00	-
Southeast Auto & Marine Parts, Inc		1,002.91	-
Standard & Poor's		5,000.00	-
Stikine Inn		793.73	-
Sunrise Aviation Inc		16,925.00	-
Tamico Inc		460.80	-
Taquan Air		520.00	-
Temsco Helicopters Inc		2,777.49	-
TexRus LLC		11,729.34	-
Tongass Indoor Storage		1,113.60	-
Tongass Trading Company Inc		299.97	-
TSS		2,925.00	-
Tyler Industrial Supply		760.31	-
Tyler Rental Inc		2,200.52	-
USDA Forest Service		480.00	-
Wells Fargo 2015 Interest	Series 2015 Bonds	81,282.00	-
Wells Fargo 2019 Interest	Series 2019 Bonds	22,250.00	-
Wells Fargo 2021 Interest	Series 2021 Bonds	131,698.00	-
Workforce Go		142.13	-
Wrangell City & Borough		34,203.30	3,995.00
Wrangell High School		500.00	-
Wrangell IGA Inc		2,198.98	-
Wrangell Machine		-	339.79
Wrangell Sentinel		247.00	211.25
X2nSat		4,600.00	-
	<b>TOTAL</b>	<b>1,114,792.12</b>	<b>104,008.48</b>



# SOUTHEAST ALASKA POWER AGENCY CEO REPORT

DATE: May 5, 2022  
 TO: SEAPA Board of Directors  
 FROM: Trey Acteson, Chief Executive Officer  
 SUBJECT: CEO Report

### SAFETY:

There has been no work related recordable or lost time incidents since my last update.

### GOVERNMENTAL AFFAIRS & EXTERNAL INDUSTRY ACTIVITIES:

The State Legislature is rapidly approaching the statutory deadline for the end of the regular session on May 18<sup>th</sup>. At the time of this writing, Senate Finance has created and combined their own operating and capital budgets which is atypical. The House has also developed a budget and it is unclear how everything will be reconciled. There is a revenue surplus “forecast” of 4.6 billion resulting from higher oil prices and this is complicating matters. There are differing opinions on how that revenue should be allocated towards spending and/or replenishing the budget reserve. Unfortunately, SEAPA’s four legislative requests are not currently in any proposed budgets. SEAPA’s lobbyist and I have been working with key legislators and their staff to encourage them to reconsider adding at least one of our requests through an amendment. The following is SEAPA’s list of infrastructure projects that we are pursuing both at the legislative level and through programmatic channels.

Priority	Legislative Requests	
1	Fiber Optic Broadband “SkyWrap”	\$11,152,830
2	Tyee Station Service Switchgear	\$2,330,400
3	Tyee 15kV Switchgear	\$1,211,000
4	Helipads	\$1,480,553

This is the second year of the of the two-year legislative cycle. Any bills that do not pass this year will either die or must start from scratch next year. I will provide a legislative wrap-up after they gavel out of the regular session.

### INSURANCE REIMBURSEMENT:

SEAPA has been working with Marsh (Broker), AEGIS (Provider), Sedgwick (Adjuster) and G2 Risk Consulting to finalize reimbursement for the Wrangell Warehouse fire remediation. An initial payment of \$448,000 will be transferred to SEAPA and the remaining balance of the project (less \$100,000 deductible) will be paid upon substantial completion. Minor updates including installation of fixed windows in the upper warehouse elevation for natural light and replacement

of the inefficient shop sliding door with a commercial grade roll up door will be completed by the contractor while they are onsite. These items are outside of the insurance scope of repairs and will be paid for by SEAPA.

### **I.B.E.W. COLLECTIVE BARGAINING AGREEMENT NEGOTIATIONS:**

SEAPA has received an engagement letter from the I.B.E.W. to initiate contract negotiations. Staff is conducting a sectional analysis of the existing contract to assess areas requiring attention and the parties have agreed to an initial exchange of information the third week of May. A schedule for negotiation will be established at that time to keep things on track. The existing contract runs through the end of June and will remain in effect until negotiations are complete and a new agreement is ratified.

### **2021 WRANGELL WINDSTORM DISASTER RECOVERY:**

SEAPA is pursuing approximately \$65k in disaster relief funds through the State of Alaska Division of Homeland Security and Emergency Response. Staff participated in an Applicant's Briefing on April 14<sup>th</sup> and are awaiting the next step. Unfortunately, there was a duty reassignment of our key contact so it may take a few more weeks to get the new person onboard and resume the application process.

### **RENEWABLE ENERGY CERTIFICATES (REC's):**

SEAPA has been researching opportunities to sell RECs into the marketplace and has engaged Greenlight, a prominent U.S. broker. The value of new RECs for 2023/2024 has been forecasted to go up by as much as 50-100% due to higher demand. There may also be opportunity to sell a limited amount of backdated (prior year) certificates. This appears to be a very low-risk opportunity to generate income at no additional cost to the Agency other than staff time. We have a meeting scheduled with Greenlight representatives on May 10<sup>th</sup> so I should have additional information to share with the Board on the 12<sup>th</sup>.

### **BEST PRACTICES & PROCESS IMPROVEMENTS:**

Staff has completed a comprehensive rewrite of the Employee Leave policy. This is one of the more complicated employment policies and is included under New Business for Board consideration and approval. We will continue the update process of core employment policies over the course of the next year to ensure they more accurately reflect current standards.

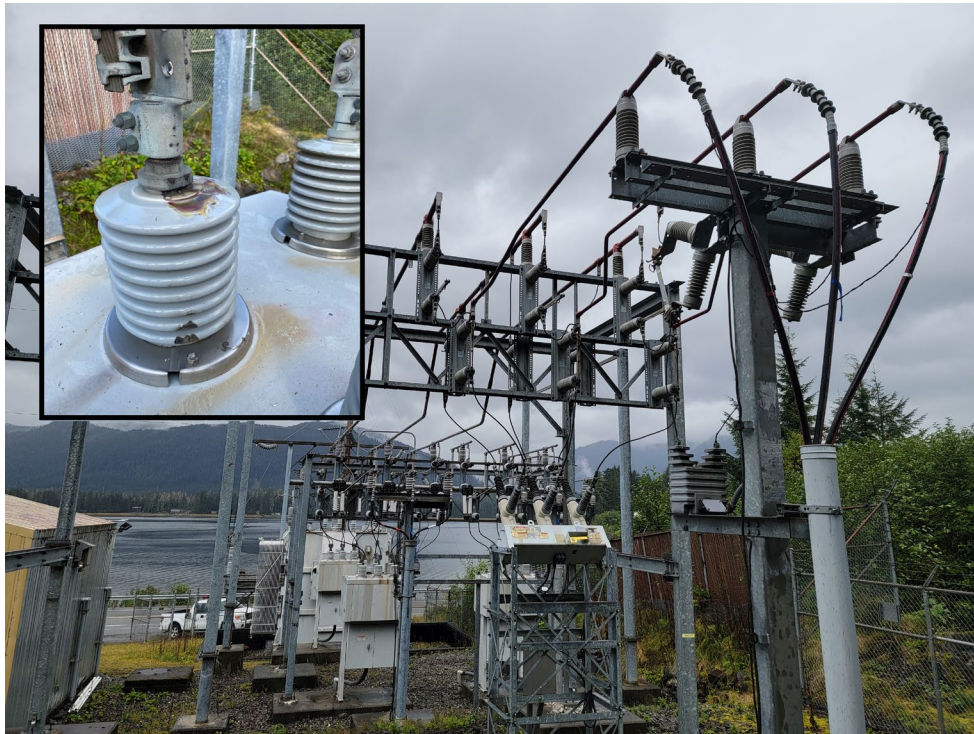
### **PERSONNEL RECRUITMENT:**

SEAPA recently filled the vacant Operator/Mechanic position at Tyee, and a Temporary Brushing Technician based out of Wrangell. We are actively recruiting for a Part-time Administrative Assistant at a rate of \$20-\$25 per hour DOE. We have received zero applications from qualified applicants which is indicative of the current local labor market. SEAPA will participate in a local Job Fair at the Plaza Mall on May 11th to draw further attention to this employment opportunity. We also have not received any further applications from qualified candidates for the vacant Control Systems Engineer position. We have modified the job posting, expanded advertising to additional channels, but there is no interest. We will need to hire a recruiter or adjust the salary range (or both) to attract potential qualified applicants.



**Date:** May 5, 2022  
**To:** Trey Acteson, CEO  
**From:** Robert Siedman, P.E., Director of Engineering & Technical Services  
**Subject:** Report for May 12, 2022 Board Meeting

**Petersburg Substation Refurbishment:**



The scope of work for this project is to upgrade and extend the life of the Petersburg Substation, increase reliability, and allow SEAPA to programmatically schedule a full replacement in the next 10-20 years. The work includes replacement of three (3) 25kV bushings on an existing ABB vacuum breaker, grout removal and replacement on sixteen (16) structure pedestals, installation of approximately 100 cubic-yards of substation gravel, 35 yards of non-screened crushed gravel, 40 yards of fill rock material, roof sealant applied on approximately 360 square-feet of the control building and new temperature gauges and paint on the existing 20MVA transformer and paint on miscellaneous ancillary equipment.

This project was awarded to Specialty Engineering and all parts to complete the work have been procured. The work for this project is scheduled to be executed during the Tye Lake annual outage window from June 1 – June 10 with minor works to be completed that do not require an outage later that month.

**Wrangell Circuit Switcher Replacement:**



The scope of work for this project is to remove the existing circuit switcher and replace it with a new Owner- furnished circuit switcher. A ground switch will be reused whereas the new circuit switcher has provisions for installation. Disposal of the old circuit switcher will not be required. This project consists of removing three (3) 115kV SF6 circuit switcher appurtenances, all associated control mechanisms, a centrally located drive mechanism and replacing them with all new equipment. Timing tests, HV testing, and resistance testing will be performed to verify return-to-service status of the circuit switcher.

This project was awarded to Electric Power Constructors, Inc. (EPC) and all parts to complete the work have been procured and are currently in transit to Wrangell. The original bid for this project came in at \$148,130. With careful consideration and bid evaluation techniques, SEAPA subsequently negotiated and awarded the contract to EPC for \$115,656 for a \$32,474 savings. The work for this project is scheduled to be executed during the Tye Lake annual outage window from June 1 – June 10 with minor works that do not require an outage to be completed later that month.



**Swan Lake Emergency Diesel Generator Governors-Exciters:**



The Swan Lake diesel generators are emergency backup power for Swan Lake station service when the facility is islanded from the grid. The generators have relatively low hours of operation however the controls, governors and exciters are nearing the end of their useful life. Upgrading the governors and exciters will extend the life of the generators and will add the ability for Swan Lake to synchronize to the grid for extended periods of time for load testing. With the completion of the Swan Lake Station Service Project, functionality to synchronize was added however because the existing governors are isochronous, they can only be on the grid for a few minutes.

All parts have been ordered to include Woodward ProAct ISC digital Actuators, Basler DGC-2020HD genset controllers and Basler AVC 125-10 voltage regulators. A task order was awarded to Basler Services, LLC and the work is scheduled to be complete by October 2022.



Tyee Lake Station Service Switchgear



The Tyee Lake Station Service Switchgear is nearing 40 years of age and approaching the end of its useful life. The main station service transformers do not have differential protection or arc flash mitigation appurtenances (fiber optic sensors, ARMS switches, etc.) and were identified as “Extreme Danger” with an energy level of 65.3 Cal/cm<sup>2</sup> in the last Arc Flash hazard analysis. Auto-trip and transfer functionality, including emergency power transfers to diesel generators does not exist. All feeder and sub-feeder cables are also at the end of their useful life with increased probability of failures. This project will include new 480V double-ended Station Service Switchgear, breakers, feeder and sub-feeder cables, fiber optic Arc Flash protected busbars, Arc Flash Reduction Maintenance Switches (ARMS), complete drawings sets, including updated powerhouse one-line and three-lines, Operations Manuals and Training. The new switchgear will be designed with redundancy and isolation in metal-clad rated gear to provide reliability, redundancy and increased safety to onsite personnel with reduced incident energy levels (Arc Flash).

This project is currently in the design phase to develop drawings and specifications. SEAPA anticipates soliciting for RFPs to complete the design phase in July-August (3-year project).

Tyee Lake 15kV Switchgear



The Tyee Lake main unit generator 15kV Switchgear is approaching 40 years in service and is nearing the end of its useful life. The Switchgear is the primary protective device for the main unit generators and is essential for operation of the Tyee Lake generators. SEAPA has experienced minor failures in recent years including ancillary connection failures for open/close commands and Potential Transformer (PT) signal connection failures. This project will include engineering design, procurement of new 15kV main generator switchgear and 15kV cables, and installation. The equipment is a long lead time item therefore this will be a 3-year project with engineering occurring in 2022, procurement in 2023 and installation in 2024.

This project is currently in the design phase to develop drawings and specifications. SEAPA anticipates soliciting for RFPs to complete the design phase in July-August. SEAPA is also currently researching synergies with combining this project with the Station Switchgear project, potentially saving the Agency on significant Mobilization and Demobilization costs.



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**Date:** April 26, 2022  
**To:** Trey Acteson, Chief Executive Officer  
**From:** Clay Hammer, Operations Manager  
**Re:** Report for May 12, 2022 Board Meeting

**MAJOR CONTRACTS and PROJECTS**

**Wrangell Warehouse Fire Remediation Project**

On January 27<sup>th</sup> a Request for Proposals issued for repair of the fire-damaged SEAPA warehouse and office building located in Wrangell. The Board awarded the Contract to Marble Construction of Ketchikan. Following award, staff realized a savings of almost \$15,000 after negotiations with the Contractor resulted in their election to utilize local Wrangell subcontractors for the electrical and HVAC portions of this work.

Mobilization and cleaning work is expected to start this July. If the insulated panels arrive as scheduled the first week of August, the Contractor will replace the roofing and siding panels then focus on interior details of the project. Work is expected to be completed sometime in October.



New Color Profile, Dark Blue Panels with Grey Roof and Trim, White Doors

## **Brushing Work Contracts**

Three separate Request for Proposals issued on February 23rd for SEAPA's 2022 brushing work along its transmission line right of ways. Bids were solicited to cut 51 acres on Revillagigedo Island, 43 on Wrangell Island, and 34 on Mitkof Island for a total of 128 acres. As staff advised at the April 19th special board meeting, only one bid was received for each of these contracts and the total of the three bids were over the FY2022 budget for the work. Staff adjusted the acreage for the Revillagigedo work reducing the 51 acres of ROW by a total of 15.5 acres. SEAPA's in-house crew will brush 7.5 of those acres and the Agency will defer 8 acres to next season. Negotiations with the Contractor resulted in their offer of a revised price based on acreage reduction and less severe site locations. The board awarded all three contracts based on those adjustments. 2022 brushing work will move forward within budget and only 8 acres short of what was originally scheduled for this season. Work is expected to start the first week of May.



Revillagigedo Island 2022 Contract area, Carroll Inlet

## **Tyee Lake Airstrip Resurfacing Project**

The Tyee Lake airstrip has been budgeted for a much-needed facelift this season. The previous lift of crushed rock applied to the surface 28 years ago has eventually worn away to the point that large base aggregate is now exposed, and the runway must be resurfaced. The original estimate for this project was based on the possibility of using stockpiled material left over from the

construction of the plant. This material would have been processed at Tyee and applied to the airstrip; however, after the Request for Proposals issued on April 6th, concerns arose regarding quality and quantity of the material available for processing at the site. The RFP was amended requiring the material be brought in by barge as was the material from the last upgrade in 1994.

Three qualified bidders submitted proposals. A recommendation to award the contract to the low bidder, whose bid is above the FY2022 budget, will be presented under New Business in the agenda during the May 12 board meeting. Staff will seek award of the contract and a budgetary increase to fully fund the project.

### **Tyee Crew House Roof and Siding Project**

As a second phase to an earlier maintenance project, funds were budgeted this year to replace the roofing on Crew House #4 and siding on the Bunkhouse at the Tyee Lake facility. An earlier project covered roof and siding on the other homes onsite with these two as the only ones having not yet received the work in these areas of their structure. The existing areas needing replacement are the original installation, approximately 30 years old, and at the end of their service life.

A Request for Proposals issued on March 24th for the roof-siding work on these structures resulting in one bid. The bid was from H Construction, the same contractor that performed Phase I of the work. H Construction is intimately familiar with the logistics and challenges of performing work at this location. Their bid is slightly over budget so staff will be looking to the board under New Business in the agenda to award the contract and authorize an adjustment to the budget to complete the work.

Pending board approval, the Contractor expects to start and complete the work this July. Given the escalation in building costs, preventative maintenance projects like this are vital to extending the service life of these assets and keep overall maintenance costs low.

### **Spring Transmission Line Aerial Survey**

Each Spring there is an aerial transmission line (T-Line) survey scheduled to assess the condition of SEAPA's interconnected transmission system. The survey is vital for reviewing the overall condition of the line and its right-of-way. Any defects or damage resulting from the winter storm season are included as scheduled maintenance repairs to be addressed during the T-Line maintenance outage in June. Items reviewed and noted include:

- Pole structures
- Guy wires and anchor points
- Insulator condition
- Vibration damper and marker ball placement
- Vegetation and danger tree concerns

Staff is pleased to report that following completion of the survey, no concerns were reported. One item of interest however is that at some point over the winter there was a land slide on the east side of the Eagle River drainage along the Bradfield Canal. It originated approximately 300 feet below the eastern Swan-Tyee Intertie (STI) anchoring structure for that crossing. At 6,890 feet



that crossing is the longest of any of the STI line crossings and the second longest in the SEAPA-owned interconnected system. The longest is Pat's Creek crossing of more than 8,000 feet on Wrangell Island. While the slide is of interest, it poses no threat to the integrity of the structure adjacent to it but does help underscore the challenges with ground stability that had to be addressed when these lines were engineered.



Landslide, Eagle River Valley



## **Forest Service Administrative Cabins Inspection**

Since 1994, the U. S. Forest Service (USFS) retained an Administrative Camp at SEAPA's Tye Lake Hydro Facility for their use in timber and land administration up the Bradfield River corridor. When timber sales declined in 2016, the USFS was faced with the problem of what to do with their camp. A solution was found in 2017 with the granting of a Special Use Permit that allows SEAPA to access and use their cabins in exchange for SEAPA providing annual maintenance.

This has been a great arrangement providing SEAPA with extra housing for larger projects during the construction season as well retaining a place for forest service personnel to stay when in the area on official business.

One requirement of the permit is a five-year engineering inspection performed by USFS staff. This inspection was due two years ago but postponed until this April due to COVID. A team of USFS personnel from Juneau, Petersburg, and Wrangell arrived by boat and spent approximately two hours onsite at Tye reviewing cabin conditions. The inspection went well with the cabins noted to be in excellent condition with only minor routine maintenance items listed as needing attention.



USFS Administrative Cabins at Tye

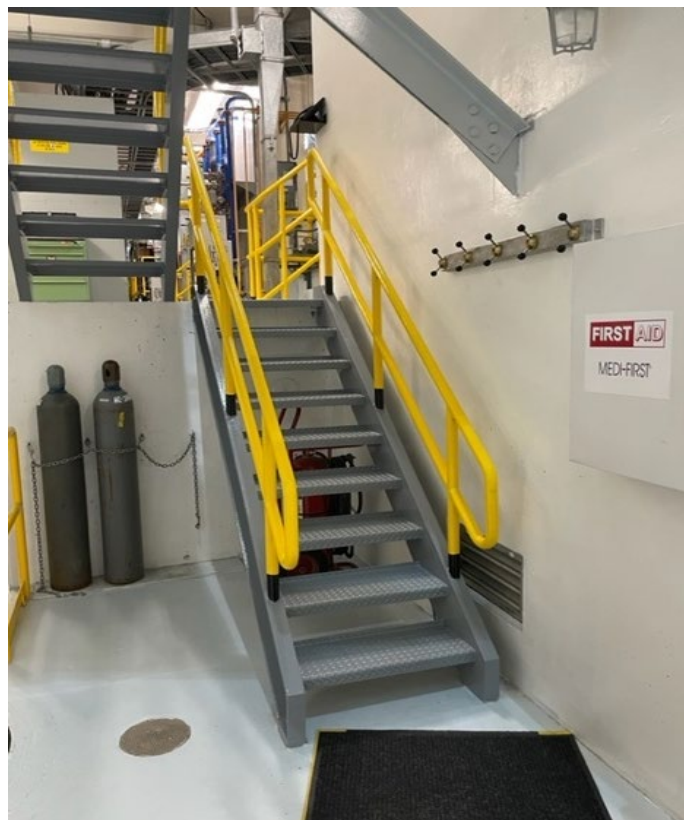


## Tyee Activities:



Visitors are a rare occurrence at the Tyee Plant. USFS personnel were treated to a quick tour of the Tyee Lake plant while on site inspecting their administrative cabins.

Newly painted handrails and stair treads. Painting is a process that never ends with the constant state of renewal taking place throughout the plant all year long.





Tyee electrician Nathan Stewart at work installing new communications vault between Wrangell switchyard and SEAPA warehouse in preparation for new fiber network.

### **Tyee Lake Report**

Spring has been a long time coming this year, but the Tyee Crew continues to stay busy with regularly scheduled preventative maintenance items and plant work. In addition to the normal duties, they also accomplished the following:

- Cleaned ditches and removed beaver dam debris
- Repainted handrails and deck lids in plant
- Repaired potholes along roadways
- Minor maintenance and prep of USFS cabins for service
- Mowed brush along camp roadways
- Vank and Mitkof Island marine terminal radio comm repairs
- Pressure washed and repainted fuel storage tanks

Safety Training this quarter included:

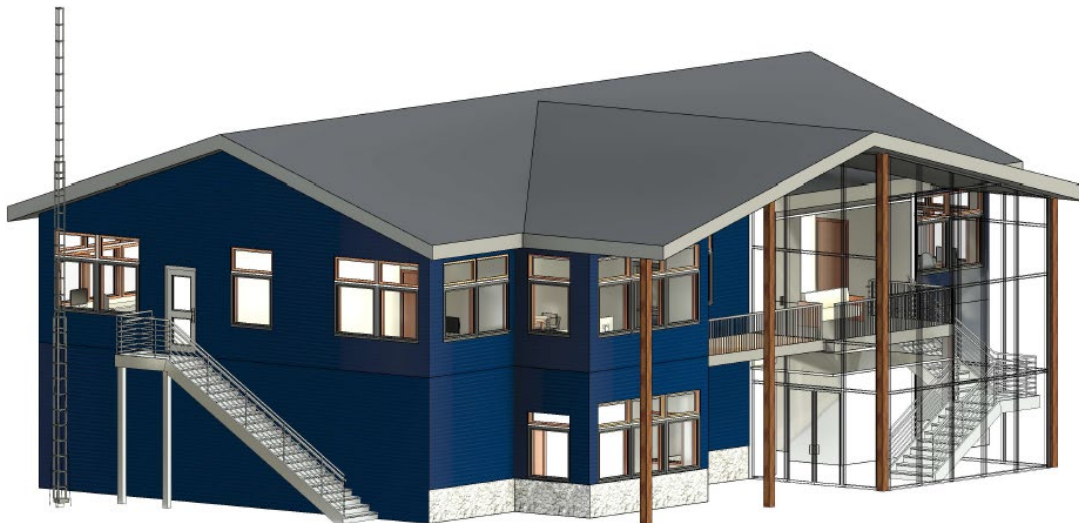
- CPR-First Aid Practical's Check off
- Burn Treatment
- Fire Resistant Clothing and care
- Hand Safety, Glove selection and inspection
- Job Hazard Analysis forms and preparation
- Hand Signals, rigging and hoist work
- Boating Safety
- Plant, switchyard, and substation orientation training for new hires

End of Report

**Date:** May 4, 2022  
**To:** Trey Acteson, CEO  
**From:** Ed Schofield, Power System Specialist  
**Subject:** Report for May 12, 2022 SEAPA Board Meeting

**SEAPA Headquarters**

Contract negotiations are in progress.



3D View of SEAPA Headquarters

**Swan Lake Federal Energy Regulatory Commission (FERC) License Activities**

The Swan Lake Emergency Action Plan (EAP) Tabletop Exercise is under development. The exercise will be held on May 25 at Swan Lake. An invitation has been extended to emergency responders. The purpose of the exercise is to prevent, minimize, or mitigate, to the extent possible, loss of life and property which may occur in the event of a catastrophic failure of the Swan Lake infrastructure. The exercise will be based on a dam failure scenario that is developed to be as realistic as possible. Participating responders will gather and discuss each responder's response authority and rescue procedures. The exercise will verify the effectiveness of the EAP and assure responding agencies are familiar with their roles and responsibilities.

EAP plan holders and emergency responding agencies include:

- SEAPA Plant Foremen & SEAPA Management
- Alaska State Troopers
- U.S. Coast Guard
- Ketchikan Volunteer Rescue Squad
- PeaceHealth Ketchikan Medical Center (Hospital)
- Ketchikan Police Department
- Federal Energy Regulatory Commission
- NOAA National Weather Service

A Swan Lake Power Tunnel dewatering inspection is scheduled for June 14. FERC has been formally notified of the dewatering exercise and will not be on site to participate in the inspection. Dewatering of the power tunnel is mandated by FERC to occur, at a minimum, every 10-years. SEAPA practice is to dewater the power tunnel on a five-year rotation.

The Seventh Part 12 Independent Consultant (IC) has been retained to review and evaluate the engineering calculations, assumptions, and findings of the 2015 Reservoir Expansion dam abutment stability analysis. The intent of this FERC-required task is to ensure that a Third-Party structural engineer agrees with findings stating the abutment will support the increased reservoir elevation.

### **Swan Lake Operations**

- The primary objective and duties of generation plant maintenance personnel is preventative maintenance. SEAPA uses a Computerized Maintenance Management System (CMMS) known as MAPCON to assure all assets are covered throughout the year and appropriate maintenance is performed. Swan Lake has over 1,200 assigned preventive maintenance Work Orders issued annually.
- A failure of a plant sump pump in late April required removal of the damaged pump and installation of a spare sump pump. The old pump will be reconditioned and placed in inventory.
- OSHA safety training occurs on a monthly schedule. This month's topic was lifting and rigging and crane hand signals.
- Continuing education training is held at Swan Lake weekly. All Swan Lake employees participate as a group on a weekly basis. The training is based around a set of operational and maintenance manuals that have been developed by the Bureau of Reclamations Hydro Division. This month's training covered basic governor operation and maintenance.
- SEAPA's CMMS has been undergoing a complete update. This project is scheduled for completion this month. The updated Plant O&M manuals are part of this project and new O&M manuals will be issued at the end of May.





Maintenance Activities, Swan Lake Intake Building



Swan Lake Landing Craft

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### **Swan Lake Intake Structure Vibration Monitoring**

The vibration monitoring system will record critical information 24-7 for future analysis to establish the effects of operating at the higher reservoir elevation that are due to the 2016 spillway control gate installation. The vibration monitoring system will also add a new element to the Swan Lake Dam Safety Program by providing the means to record all future earthquake activity. As SEAPA explores the potential of lowering the reservoir minimum operating elevation the vibration system will again be a very useful tool to establish safe operating parameters.

### **Swan Lake Intake Gate Refurbishment**

The Swan Lake Intake Gate Refurbishment is scheduled to occur during the plant's annual maintenance shutdown in June 2022. The gate will be removed by the Swan Lake crew, inspected, cleaned, and refurbished as needed.



Swan Lake Intake Structure 2021





Swan Lake 2021 Reservoir Spill



## **Swan Lake Inlet Valve Control System Upgrades**

The R&R Inlet Valves Control Upgrade project design is complete and new equipment on order. The primary scope of the Inlet Valve Upgrade Project is to install a Programmable Logic Controller (PLC) and remove the original hardwired mechanical control systems. The original inlet valve mechanical control system is unreliable and difficult to troubleshoot. All the mechanical indication devices will be replaced with magnetic non-mechanical devices. The project will greatly improve the operational reliability of each unit. The inlet valves isolate the water flows to the hydro during offline conditions.



Swan Lake Inlet Valve



Inlet Valve HPU Control Cabinet

End of Report



# SOUTHEAST ALASKA POWER AGENCY

**Date:** May 4, 2022  
**To:** SEAPA Board of Directors  
**From:** Trey Acteson, Chief Executive Officer  
**Subject:** Phase II - Tye Lake Housing Roof-Siding Replacement Contract

**FISCAL NOTE:**  
 RR22369 (Housing Roof-Siding TYL)  
 \$102,800 approved in SEAPA FY2022 R&R Budget  
 Expenditures paid from Dedicated R&R Fund

A Request for Proposals for Phase II of the Tye Lake Housing Roof-Siding Replacement Contract was advertised on March 24, 2022. One (1) bid was received on April 25, 2022 as follows:

Bidder	City/State	Lump-Sum Bid Amount
H Construction, LLC	Palmer, Alaska	\$117,500

H Construction is the same contractor that performed Phase I of the roof-siding replacements at Tye Lake. Their proposal was primarily evaluated on price, experience/qualifications, construction approach, schedule, capacity to perform the work, safety program and warranties. The bid is \$14,700 over the \$102,800 budgeted in the FY2022 R&R budget due to major cost escalations on all project elements.

Based upon evaluation of the bid, staff recommends award of the contract to H Construction, LLC for the lump-sum bid of \$117,500. The price includes all materials, equipment, etc. A budget contingency of 5% (\$5,875) is also recommended for unexpected delays or other expenses, for a total project cost of \$123,375. This would be an increase of \$20,575 to the FY2022 R&R Budget. The FY2022 RR22369 project proposal is attached for your reference.

Please consider the following suggested motion:

**SUGGESTED MOTION**

**I move to authorize staff to enter into a contract with H Construction, LLC for Phase II of the Tye Lake Housing Roof-Siding Project for the lump-sum value of \$117,500. I further move to increase the FY2022 Budget for RR22369 to \$123,375.**

Attachment: RR22369 (revised May 2022)



# Housing Roof-Siding TYL

Description:	<b>Bunkhouse &amp; Crew Quarters Roof-Siding rehab at Tyee Lake – (revised May 2022)</b>		
Cost Estimate:	<b>\$123,375</b>	Sched. Complete: Sep 2022	Project Mgmt: <b>Hammer</b>

## PROJECT DISCUSSION

The metal roofing on Crew House #4 is original to the 1998 installation and at the end of its useful life. Corrosion is evident, fasteners are starting to pull, and leaks are eminent. The sheet-metal skirting is snow damaged and needs to be replaced as well.

The Crew Quarters building is 1981 construction, and the original vinyl siding is failing. The material is weathered with holes and cracks developing around the exterior of the building.

Staff proposes replacing the roof on House #4 with new standing-seam roofing material that carries a 30-year warranty and replacing the siding on the Crew Quarters with modern vinyl that typically carries a 50-year warranty.

This is Phase 2 of Housing Rehab at Tyee. Roof and siding replacements took place in 2017 on the other housing structures.

## PROJECT COST ESTIMATE

BREAKDOWN	ESTIMATE	BUDGET – EXPENDITURES	
Mobilization-Demobe	\$40,000	<b>FY22 BUDGET</b>	<b>\$123,375</b>
Roof Replacement – House #4	35,000		
Siding Replacement – House #5	42,500		
Contingency 5%	5,875		
Total Estimate	\$123,375	Total Budget	\$123,375

## Project Cost Estimate Discussion

Cost projections based upon low bid.

*Photos of Crew quarters and Housing Unit #4 ...*





# SOUTHEAST ALASKA POWER AGENCY

**Date:** May 4, 2022  
**To:** SEAPA Board of Directors  
**From:** Trey Acteson, Chief Executive Officer  
**Subject:** Tye Lake Airstrip Resurfacing Contract

**FISCAL NOTE:**

RR22365 (Airstrip Resurface TYL)  
 \$235K approved in SEAPA FY2022 R&R Capital Budget  
 Expenditures paid from Dedicated R&R Fund

A Request for Proposals for the Tye Lake Airstrip Resurfacing Contract was advertised on April 6, 2022. Three (3) bids were received on April 28, 2022 as follows:

Bidder Name	Bidder Location	Bid Amount
Ketchikan Ready Mix & Quarry, Inc.	Ketchikan, Alaska	\$330,000.00
Glacier Construction, Inc., d/b/a Southeast Roadbuilders	Juneau, Alaska	\$786,118.01
BW Enterprises LLC	Wrangell, Alaska	\$1,744,200.00

Proposals were primarily evaluated on price, experience, construction approach, schedule, capacity to perform the work, safety program, and completeness of bid proposal documents. The low bid is \$95,000 over the \$235,000 budgeted in the FY2022 R&R budget due to major cost escalations on all project elements.

Based upon evaluation of the bids, staff recommends award of the contract to Ketchikan Ready Mix & Quarry, Inc. as the low bidder for the lump-sum value of \$330,000. The bid includes all materials, equipment, etc.

Please refer to the attached updated RR22365 project discussion for a detailed financial breakdown. A portion of the materials cost that represents a 250-yard stockpile, \$13,125, will be charged to operating expense since it will not be part of the asset. A contingency of 5% (\$15,845) is recommended for unexpected delays or other expenses, for a total project cost of \$332,720. This would be an increase of \$97,720 to the FY2022 R&R Budget.

Please consider the following suggested motion:

**SUGGESTED MOTION**

**I move to authorize staff to enter into a contract with Ketchikan Ready Mix & Quarry, Inc. for the Tye Lake Airstrip Resurfacing Project for the lump-sum value of \$330,000. I further move to increase the FY2022 Budget for RR22365 to \$332,720.**

*Attachment: RR22365 (revised May 2022)*

Description:	<b>Resurface Airstrip at Tyee Lake (revised May 2022)</b>		
Cost Estimate:	<b>\$332,720</b>	Sched. Complete: Sep 2022	Project Mgmt: <b>Hammer</b>
<b>PROJECT DISCUSSION</b>			
<p>The Tyee Airstrip Is the primary access point for goods and services to the Tyee facility. The strip last received major maintenance in 1994 when it was given a major overhaul adding 200 feet of length, approximately 25 feet of width and resurfaced with a 6-inch lift of crushed rock. In the 27 years since this was done, the crushed rock topping has worn away, leaving the base-aggregate exposed. This base is comprised of local riverbed material containing large stones and sand.</p> <p>Staff proposes having a contractor provide a 6-inch lift of airstrip-spec topping to the length and width of the runway, plus an additional stockpile of material for later maintenance. It is estimated to take 3,250 yards to do the project plus an additional 250 to stockpile for a total of 3,500 yards of material.</p>			

PROJECT COST ESTIMATE			
BREAKDOWN	ESTIMATE	BUDGET – EXPENDITURES	
Mobilization-Demobe	90,000	<b>FY22 BUDGET</b>	<b>\$332,720</b>
Construction	52,500		
Materials	174,375		
\$ 13,125 for 250-yd stockpile (expense)			
<u>\$174,375</u> built into runway			
\$187,500 Total Materials			
5% Contingency	15,845		
Total Estimate	\$332,720	Total Budget	\$332,720
Project Cost Estimate Discussion			
<p>Revised cost projections are based upon low bid. The estimated cost of the stockpile material, \$13,125, will be charged to the Operations &amp; Maintenance expense budget (FERC 545).</p>			



Tyee Airstrip



Location for stockpile



# SOUTHEAST ALASKA POWER AGENCY

**Date:** May 5, 2022  
**To:** Trey Acteson, CEO  
**From:** Ed Schofield, Power System Specialist

**FISCAL NOTE:**  
RR22376 Vibration Monitoring Equip SWL  
\$35K in FY22 R&R Capital Budget;  
\$30K in FY22 O&M Budget (543-1-0310)  
Paid for by Dedicated R&R Fund

**Subject:** Consideration and Approval Re Sole Source Vibration Monitoring Equipment Contract

After extensive investigation and discussions with other dam operators using vibration monitoring as part of their dam safety program, it was apparent that obtaining the services of a vendor that specializes in vibration monitoring was critical to the success of the project. Vibration Engineering, Inc., d/b/a Response Dynamics submitted a quote for \$64,100. The quote includes a company background demonstrating they are among the most respected group of vibration engineers on the West Coast. An updated copy of RR22376 Vibration Monitoring Equipment SWL is attached.

The original budget did not consider the need for software or hardware for the tabulation of the vibration equipment readings and cost to professionally install the vibration monitoring system. Budgeting assumed equipment purchasing and installation would be in-house. Response Dynamics' proposal includes equipment purchasing, system design, monitoring hardware, software, and onsite installation. The vibration monitoring system will record critical information 24-7 for future analysis, which will establish the effects of operating at the higher reservoir elevation that are due to the 2016 spillway control gate installation. The vibration monitoring system will also add a new element to the Swan Lake Dam Safety Program by providing the means to record all future earthquake activity. As SEAPA explores the potential of lowering the reservoir minimum operating elevation, the vibration system will be a very useful tool to establish safe operating parameters.

Staff requests an increase to the budget of RR22376 to \$64,100 and authorization to sole source a contract to Response Dynamics for their services and equipment. SEAPA's procurement policy requires three verbal quotes for contracts from \$50,000 to \$75,000 in value; however, Section 8 of the Agency's Procurement Policy states that the following may be contracted without competitive bidding:

- 8.3 Contractual services of a professional nature, such as engineering, architectural, legal, medical or consulting services;

I recommend that the Board authorize staff to enter into a sole source contract with the engineering firm Response Dynamics Vibration Engineering, Inc. for \$64,100. Please consider the following suggested motion:

**SUGGESTED MOTION**

**I move to authorize staff to enter into a sole source contract with Vibration Engineering, Inc., d/b/a Response Dynamics for a Swan Lake Dam Vibration Monitoring System for the the fixed cost of \$64,100. I further move to increase the FY2022 Budget for RR22376 to \$64,100.**

Attachment: RR22376 (revised May 2022)



**Vibration Monitoring Equipment SWL**

Description:	<b>SWL Dam, Intake Structure &amp; Penstock Vibration Equipment (rev. May 2022)</b>		
Cost Estimate:	<b>\$64,100</b>	Sched. Complete: FY2022	Project Mgmt: <b>Schofield</b>

**PROJECT DISCUSSION**

A noticeable increase in structural vibration is occurring at the newly established higher reservoir elevations. It is unknown if the vibration is a concern or not without monitoring equipment. This project will create a continuous vibration monitoring system with archival capability for informational analysis. The vibration monitoring system would remain in service for the life of the facility. This project will employ the professional services of a structural engineering firm competent in hydro water conveyance operational vibration monitoring and analysis.

**PROJECT COST ESTIMATE**

BREAKDOWN	ESTIMATE	BUDGET – EXPENDITURES	
Software license and engineering	\$19,600	<b>FY22 BUDGET</b>	<b>\$64,100</b>
Hardware: PC, input cards	19,350		
Hardware: Geophones, Sensor Cables	9,150		
Onsite installation, shipping	16,000		
Total Estimate	\$64,100	Total Budget	<b>\$64,100</b>

**Project Cost Estimate Discussion**

Original project estimate was \$35K and reflected in-house labor for installation. Revised figures are based on quote from Response Dynamics. \$30K was included in the O&M budget (FERC 543) for analysis of data, but analysis is now expected to take place in 2023.



Reservoir Elevation 343.5'



Surveying Dam Deflection 343.0'





## SOUTHEAST ALASKA POWER AGENCY CEO MEMO

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DATE: May 5, 2022  
TO: SEAPA Board of Directors  
FROM: Trey Acteson, Chief Executive Officer  
SUBJECT: Consideration of Resolution #2022-084 Re CEO Authorization to Pursue Financing for SEAPA Headquarters

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At its special meeting on April 19, 2022, the board approved a motion to enter into a contract for construction of SEAPA's Headquarters and approved the FY2022 budget for this project, RR19326, in the amount of \$5,349,060. Staff also recommended funding this project by issuing bonds through the Alaska Municipal Bond Bank (AMBB).

It is prudent that staff be authorized to pursue financing of the project through the issuance of bonds through AMBB for the full amount of this project. AMBB funds are still at historically low rates and administrative costs are also lower than what SEAPA would have to pay if bonds were sold into the open market.

This project will be funded from the Dedicated R&R Fund on a temporary basis with the intent of reimbursing the dedicated R&R fund once AMBB bonds are issued. The submarine cable replacement project was handled in the same manner.

Attached is Resolution #2022-084 seeking Board approval to:

- Authorize staff to pursue financing through the AMBB
- Reimburse SEAPA's Dedicated R&R Fund from bond proceeds

Please consider the following suggested motion:

SUGGESTED MOTION
<b>I move to adopt Resolution #2022-084 authorizing the Southeast Alaska Power Agency (SEAPA) and its CEO, Trey Acteson to pursue bond funding through the Alaska Municipal Bond Bank to fund project RR19326 SEAPA Headquarters and reimburse the Dedicated R&amp;R Fund for all prior expenditures from the bond proceeds.</b>

Attachment: Resolution #2022-084



**SOUTHEAST ALASKA POWER AGENCY**

**Resolution Authorizing SEAPA’s Management to Pursue Financing and Reimburse SEAPA R&R Fund for SEAPA Headquarters**

**WHEREAS**, the Southeast Alaska Power Agency (SEAPA) is developing a new headquarters office in Ketchikan, Alaska, Capital Project RR19326 (the “Project”), and has evaluated funding options for the Project;

**WHEREAS**, SEAPA’s staff recommends seeking funding for the Project through issuance of bonds through the Alaska Municipal Bond Bank (AMBB) for approximately \$5.5 Million, plus related Closing Costs;

**WHEREAS**, the Project has been and will continue to be forward funded from SEAPA’s Dedicated R&R Fund;

**WHEREAS**, management recommends that the Dedicated R&R Fund for the Project be reimbursed for all expenditures made prior to the AMBB bond issuance; and,

**WHEREAS**, the Board of Directors requests that the Agency’s counsel, Ascent Law Partners, LLP assist in facilitating the financing and work with staff and the Board of Directors on the issuance of the bonds through AMBB.

**NOW, THEREFORE, BE IT:**

**RESOLVED**, that the prior recitals and statements are incorporated into this Resolution; and

**BE IT FURTHER RESOLVED** that the Southeast Alaska Power Agency Board of Directors authorizes its Chief Executive Officer, Trey Acteson, to enter into any necessary agreements to pursue and facilitate preparation of bonds to be issued through the AMBB for the budget amount of \$5.5 Million plus related Closing Costs for the Project; and,

**BE IT FURTHER RESOLVED**, that the Dedicated R&R Fund shall be reimbursed for all expenditures made for the Project prior to bond issuance.

Approved and signed this 12th day of May 2022.

**SOUTHEAST ALASKA POWER AGENCY**

By \_\_\_\_\_  
Chairperson

**ATTEST:**

\_\_\_\_\_  
Secretary/Treasurer

**MEMORANDUM**  
**ATTORNEY-CLIENT COMMUNICATIONS**

TO: Chairperson  
Southeast Alaska Power Agency

FROM: Joel R. Paisner, Ascent Law Partners, LLP

DATE: May 2, 2022

RE: Suggested Motion for Executive Session

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The Board of Directors will enter into an executive session during a Regular Board Meeting to be held on May 12, 2022 to discuss the following matters:

- (a) Sole Source Contract to McMillen LLC for hydrosite project regulatory efforts
- (b) Sole Source Contract to McMillen LLC for hydrosite project field work and analysis

I recommend the following motion be made:

I move to recess into Executive Session to be conducted pursuant to SEAPA's Bylaws consistent with Alaska Statute 44.62.310 for discussions on the above listed subjects, as they involve matters the immediate knowledge of which would have an adverse effect upon the finances of the Agency, the Projects or the Member Utilities represented on the Board.

## **Agenda Item 8F**

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**Reserved for any action(s) to be taken  
following Executive Session**

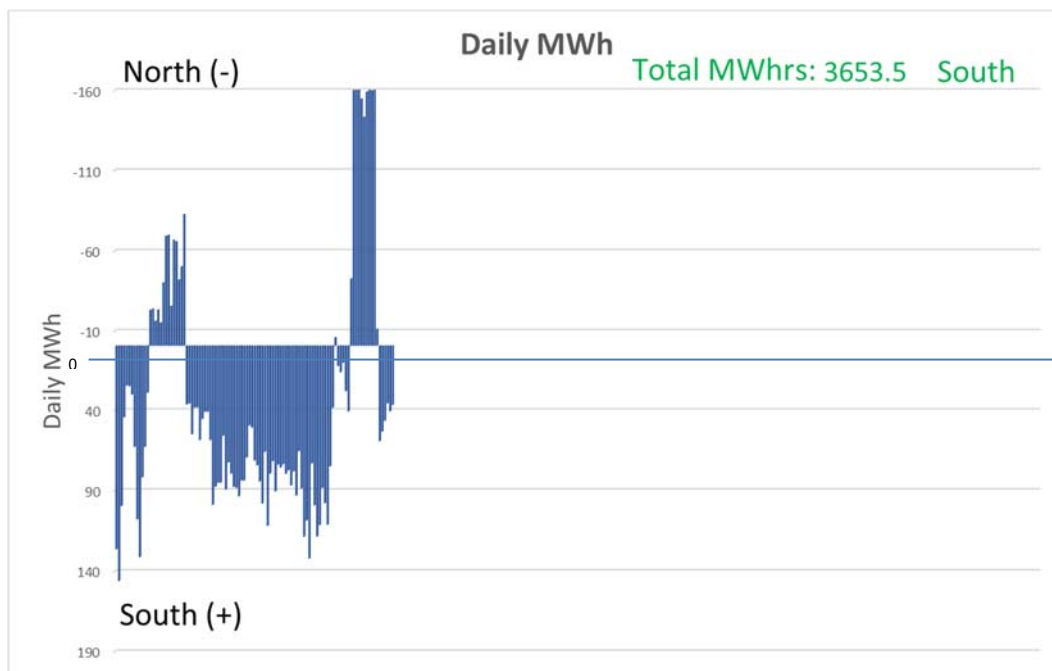


# SOUTHEAST ALASKA POWER AGENCY

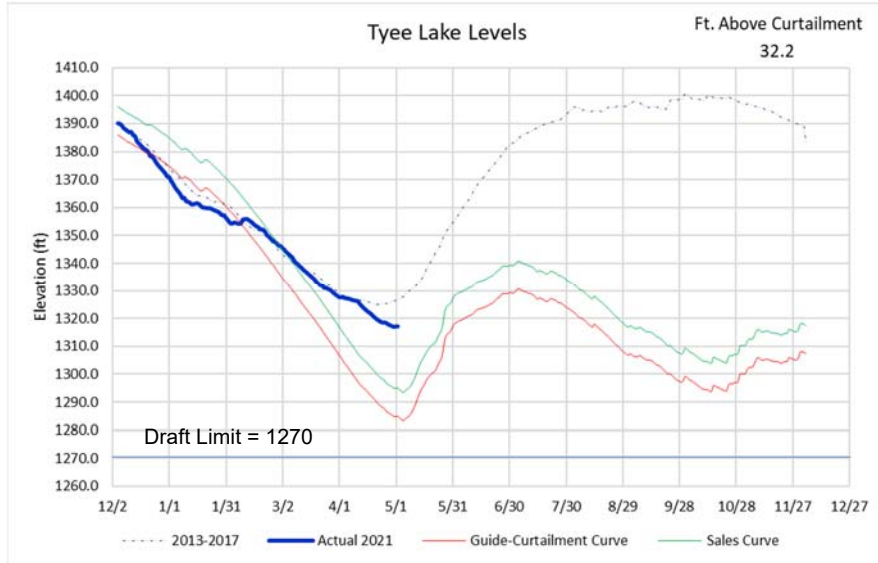
**Date:** May 5, 2022  
**To:** Trey Acteson, CEO  
**From:** Robert Siedman, P.E., Director of Engineering & Technical Services  
**Subject:** Operations Plan Update for May 12, 2022 Board Meeting

**Operations Plan Update:**

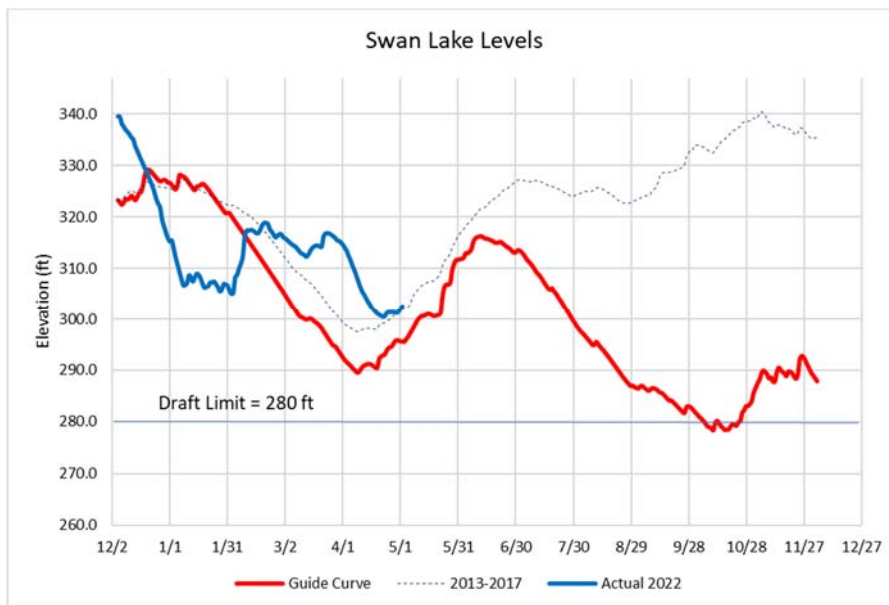
On December 10, 2021, the Board approved the 2022 SEAPA Operations plan. As reported to the Board in the February Operations Plan Update (February 28, 2022), cold temperatures over the Winter months caused SEAPA loads (heating loads) to increase above anticipated levels. With high loads and very little precipitation, Tyee Lake drafted faster than projected and dropped below the curtailment curve. Swan Lake levels were above historical levels at the time, which allowed SEAPA to shift power to the North and bring Tyee back above the curtailment curve.



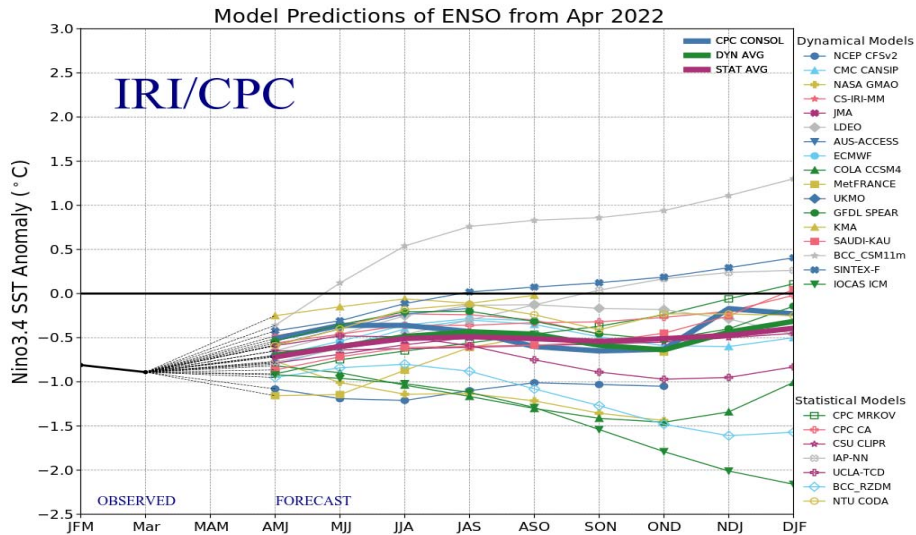
The above chart demonstrates SEAPA Operations since January 2022 as it relates to balancing lake levels. The daily transfer of MWh across the STI transmission line demonstrates that SEAPA effectively balanced the lakes by way of dispatching Mega-Watts to the North or to the South. In January, the bar lines above the 0-MW line demonstrate how SEAPA dispatched Swan Lake generation to the North, thereby bringing Tyee out of Curtailment. Between February and mid-April, generation from Tyee was dispatched to the South, causing Tyee to follow the Board approved guide curve. In April, SEAPA began dispatching Swan Lake to the North in preparation for the Spring runoff to prevent spill at Swan.



The lake level at Tye is currently in a very healthy condition with an elevation that is 32.2 feet above the curtailment curve (nearly 50 feet above the draft limit). Southeast Alaska has experienced a colder spring in 2022 due to ensuing El Nina weather pattern causing Tye runoff (snow melt) to be slightly behind the forecasted models (illustrated above). Draft rates at Tye are beginning to flatten indicating that the spring runoff is near for that drainage basin.

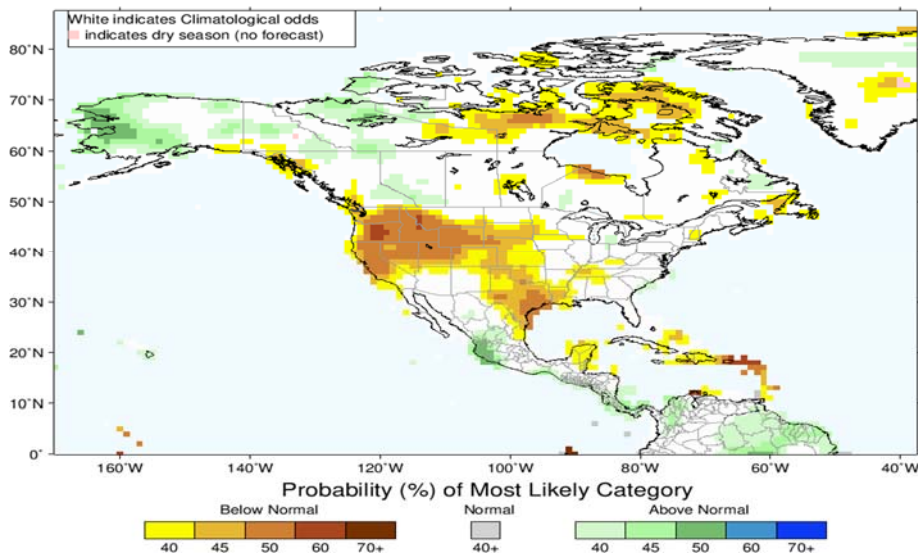


The lake level at Swan is also in a very healthy condition with an elevation that is 23.2 feet above the draft limit. Spring runoff is currently in full effect at Swan Lake and the lake is rising as illustrated above.



Current model predictions from the International Research Institute (IRI) and Climate Prediction Centers (CPC) (illustrated above) forecast continued below-average ocean temperatures. As discussed in the 2022 Operations Plan, SEAPA developed 2022 guide curves in anticipation of continued La Nina type weather patterns because of this phenomenon. With an extremely wet year in 2021, both Swan Lake and Tye Lake were at spill capacity (completely full) as late as November 2021. As a result, SEAPA had significant capacity to deliver all its Member Utilities Firm Power Requirements with plenty of water to spare over the Winter. Although May-June-July 2022 will likely have below average precipitation, SEAPA’s reservoir levels are very healthy and have a high probability of returning to full capacity by late September.

IRI Multi-Model Probability Forecast for Precipitation for May-June-July 2022, Issued April 2022



# 2022 Spring Snow Survey

Date of Survey: 4/14/2022

Drainage Basin:  
**Tyee Lake**





## Southeast Alaska Power Agency Snow Survey Report

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### How Snow Surveys are Performed

SEAPA performs snow surveys typically at the beginning of every Spring during the month of April. There are 2 snow markers in the Tye Lake basin that are used to gauge the height of the snow when a snow survey is not possible due to weather conditions or other extenuating circumstances. Weather permitting, 3 to 5 measurements are taken at each snow marker location. Locations at Tye Lake include the Sugar Bowl and Avalanche Alley.

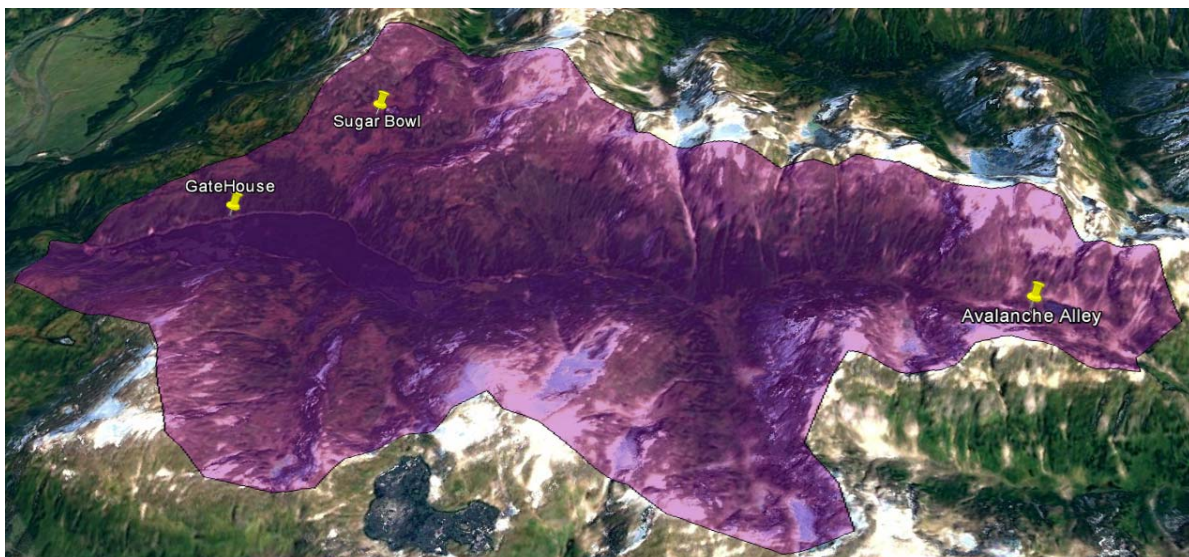
Snow Depth is measured by pushing an aluminum tube through the snowpack to the ground surface and extracting a snow core. The depth of the snow and the length of the snow core are measured. The weight of the tube and core are also measured. With measurements of the empty tube known (and recorded), the weight of the snow core sample equates to 1 oz per 1 inch of water (calibrated). For example, 1 pound of measured snow is equal to 16 inches of water (rain equivalent). Dividing the snow-water equivalent (SWE) value by the measured snow depth results in a calculated density, which is used to determine variability across the snow course and quality control of the samples taken.



**Snow Survey Sampling Tool**

**Calculations for Snow Water Equivalent to Water in the Lake**

The Tye Lake catchment basin is approximately 15 square miles or 9,600 acres. On average, Tye Lake has a surface area (top of the lake) of 359 acres. The lake's surface area varies at different lake levels however this variance is considered nominal given the lake's small percentage of the total basin. Subtracting the lake's surface area from the total basin catchment area leaves approximately 9,241 acres of area for snow to accumulate.



**Tye Lake Catchment Basin**

Once the water snow equivalent has been calculated, the amount of water that will result as inflow into the lake and thereby increase the lake level is calculated. An average of the snow water equivalent is used from multiple sites on the snow course and calculated per the equations below:

**Converting Acres to square feet:**

$$acre = 43,560 \text{ ft}^2$$

Total area for snow to accumulate:

$$9,241 \text{ acres} = 402,537,960 \text{ ft}^2$$

Total area of lake:

$$359 \text{ acres} = 15,638,040 \text{ ft}^2$$

**Converting inches of Snow Water Equivalent (SWE) to cubic feet in basin:**

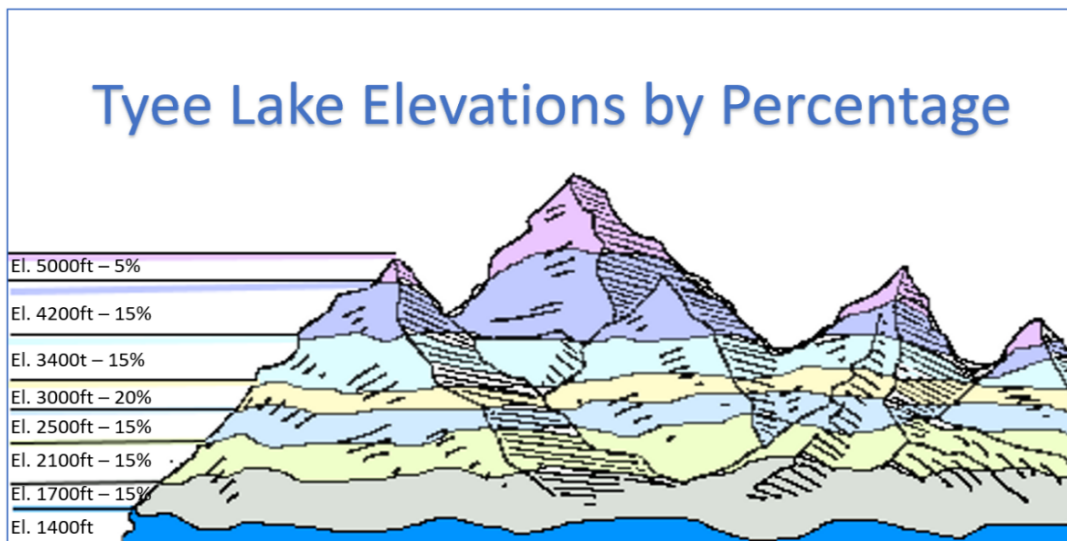
$$1 \text{ inch SWE} = \frac{402,537,960 \text{ ft}^2}{12 \text{ in SWE}} * 1 \text{ ft SWE} = 33,544,830 \text{ ft}^3 \text{ per inch of SWE}$$

**Converting cubic feet in basin to feet of water in the lake:**

$$\frac{33,544,830 \text{ ft}^3}{15,638,040 \text{ ft}^2} = 2.15 \text{ ft of lake elevation per inch of SWE}$$

## Southeast Alaska Power Agency Snow Survey Report

Snow surveys are performed at discreet elevations and do not represent the entire catchment basin. It is therefore prudent to consider the elevation profile of the basin and consider the elevation at which snow is present. Below is an elevation profile of the Tye Lake catchment basin, which divides elevation profiles into percentages of the total basin area.



Another measurement taken during the snow survey is the elevation where snow is visually present. Using the elevation profile for the Tye Lake basin, a weighted percentage of total basin snow coverage is calculated. For example, if snow is not present below 1700 feet in elevation, only 85% of the basin is covered in snow (see elevation profile above). In addition, snow gradient as a function of elevation is also considered. On average, temperature decreases by 3-degrees per thousand feet in elevation. As a result, there is generally more snow at higher elevations and less at lower elevations. Snow surveys are therefore performed at approximately an elevation that is 50% of the total peak and near 50% of the elevation area profile. An average of the SWE at the snow survey locations results in an accurate average of the entire basin (minus elevations with no snow).

A final calculation is performed to forecast total sublimation of the existing snow over the snow melt season. Sublimation is a chemical process where a solid turns into a gas without going through a liquid stage. Anywhere from 10% to 40% of the drainage basins SWE can be lost to the atmosphere, and not end up in the lake. Forecasting sublimation is extremely challenging. Humidity, temperature, precipitation and direct sunlight all are contributing factors. As a conservative approach to forecasting sublimation, SEAPA uses the following percentage factors based on NOAA 3-month outlooks:

3-Month Forecast	Percent Sublimation
Warmer & Wetter	10.0%
Colder & Dryer	15.0%
Warmer & Dryer	20.0%



## Southeast Alaska Power Agency Snow Survey Report

### General Information

Surveyor Name(s)	Weather	Water in streams	Evidence of Avalanche	Start of Snow Elevation
SEAPA	Clear	Partial Frozen	No	

### Data Recorded

Date	Site	Sample #	Depth of Snow (Inches)	Length of Core (Inches)	Weight of Tube (lbs)	Weight of Empty Tubes	Water Content (Inches)	Density Percent
4/14/2022	Sugar Bowl	1	138	137	20.2	17	51.1	0.37
4/14/2022	Sugar Bowl	2	135	60	15.1	12.5	41.8	0.31
4/14/2022	Sugar Bowl	3	132	78	15.5	12.5	47.5	0.36
4/14/2022	Avalanche Alley	1	192	160	22.2	17.1	80.6	0.42
4/14/2022	Avalanche Alley	2	175	129	21.1	17.1	64.8	0.37

### Forecasted Water In Lake Equivalent

Average Snow Water Equivalent (SWE)	Sublimation & Snow Level Correction %	Total Water in Lake (Feet)	Year-to-Year Percent of Average
<b>57.16 in</b>	<b>90%</b>	<b>110.6 ft</b>	<b>120%</b>



# 2022 Spring Snow Survey

Date of Survey: 4/12/2022

Drainage Basin:  
**Swan Lake**





## Southeast Alaska Power Agency Snow Survey Report

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### How Snow Surveys are Performed

SEAPA performs snow surveys typically at the beginning of every Spring during the month of April. There are 3 snow markers in the Swan Lake basin that are used to gauge the height of the snow when a snow survey is not possible due to weather conditions or other extenuating circumstances. Weather permitting, 3 to 5 measurements are taken at each snow marker location. Locations at Swan Lake include Swan Mountain, Mint Ridge and Lake Grace Pass.

Snow Depth is measured by pushing an aluminum tube through the snowpack to the ground surface and extracting a snow core. The depth of the snow and the length of the snow core are measured. The weight of the tube and core are also measured. With measurements of the empty tube known (and recorded), the weight of the snow core sample equates to 1 oz per 1 inch of water (calibrated). For example, 1 pound of measured snow is equal to 16 inches of water (rain equivalent). Dividing the snow water equivalent value by the measured snow depth results in a calculated density, which is used to determine variability across the snow course and quality control of the samples taken.



**Snow Survey Sampling Tool**

## Southeast Alaska Power Agency Snow Survey Report

### Calculations for Snow Water Equivalent to Water in the Lake

The Swan Lake catchment basin is approximately 36 square miles or 23,040 acres. On average, Swan Lake has a surface area (top of the lake) of 1500 acres. The lake's surface area varies at different lake levels however this variance is considered nominal given the lake's small percentage of the total basin. Subtracting the lake's surface area from the total basin catchment area leaves approximately 21,540 acres of area for snow to accumulate.



**Swan Lake Catchment Basin**

Once the water snow equivalent has been calculated, the amount of water that will result as inflow into the lake and thereby increase the lake level is calculated. An average of the snow water equivalent is used from multiple sites on the snow course and calculated per the equations below:

#### Converting Acres to square feet:

$$acre = 43,560 \text{ ft}^2$$

Total area for snow to accumulate:

$$21,540 \text{ acres} = 938,282,400 \text{ ft}^2$$

Total area of lake:

$$1500 \text{ acres} = 65,340,000 \text{ ft}^2$$

#### Converting inches of Snow Water Equivalent (SWE) to cubic feet in basin:

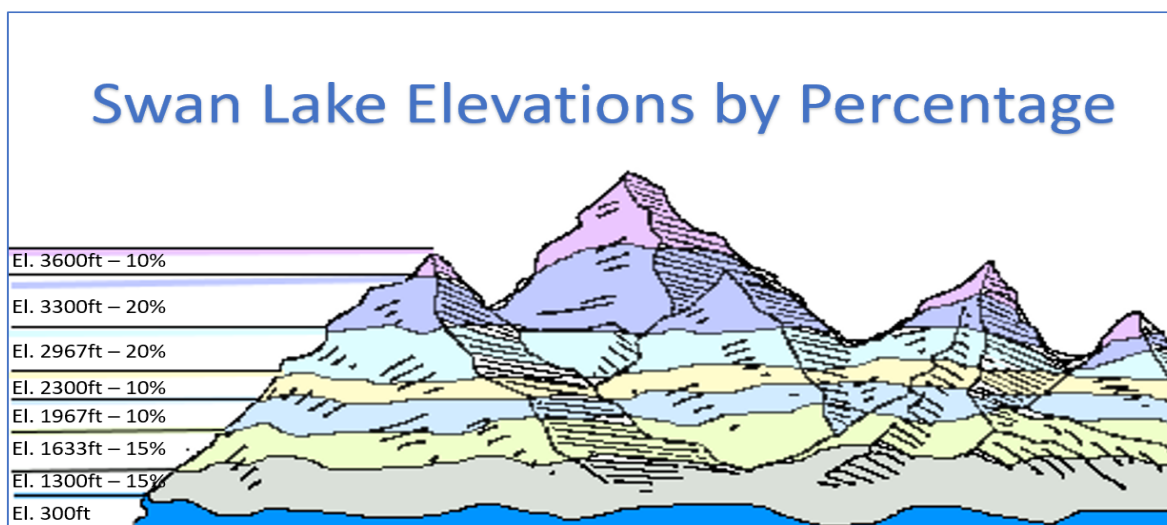
$$1 \text{ inch SWE} = \frac{938,282,400 \text{ ft}^2}{12 \text{ in SWE}} * 1 \text{ ft SWE} = 78,190,200 \text{ ft}^3 \text{ per inch of SWE}$$

#### Converting cubic feet in basin to feet of water in the lake:

$$\frac{78,190,200 \text{ ft}^3}{65,340,000 \text{ ft}^2} = 1.2 \text{ ft of lake elevation per inch of SWE}$$

## Southeast Alaska Power Agency Snow Survey Report

Snow surveys are performed at discreet elevations and do not represent the entire catchment basin. It is therefore prudent to consider the elevation profile of the basin and consider the elevation at which snow is present. Below is an elevation profile of the Swan Lake catchment basin, which divides elevation profiles into percentages of the total basin area.



Another measurement taken during the snow survey is the elevation where snow is visually present. Using the elevation profile for the Swan Lake basin, a weighted percentage of total basin snow coverage is calculated. For example, if snow is not present below 1300 feet in elevation, only 85% of the basin is covered in snow (see elevation profile above). In addition, snow gradient as a function of elevation is also considered. On average, temperature decreases by 3-degrees per thousand feet in elevation. As a result, there is generally more snow at higher elevations and less at lower elevations. Snow surveys are therefore performed at approximately an elevation that is 50% of the total peak and near 50% of the elevation area profile. An average of the SWE at the snow survey locations results in an accurate average of the entire basin (minus elevations with no snow).

A final calculation is performed to forecast total sublimation of the existing snow over the snow melt season. Sublimation is a chemical process where a solid turns into a gas without going through a liquid stage. Anywhere from 10% to 40% of the drainage basins SWE can be lost to the atmosphere, and not end up in the lake. Forecasting sublimation is extremely challenging. Humidity, temperature, precipitation and direct sunlight all are contributing factors. As a conservative approach to forecasting sublimation, SEAPA uses the following percentage factors based on NOAA 3-month outlooks:

3-Month Forecast	Percent Sublimation
Warmer & Wetter	10.0%
Colder & Dryer	15.0%
Warmer & Dryer	20.0%



## Southeast Alaska Power Agency Snow Survey Report

### General Information

Surveyor Name(s)	Weather	Water in streams	Evidence of Avalanche	Start of Snow Elevation
SEAPA	Blowing Snow	Partial Frozen	No	

### Data Recorded

Date	Site	Sample #	Depth of Snow (Inches)	Length of Core (Inches)	Weight of Tube (lbs)	Weight of Empty Tubes	Water Content (Inches)	Density Percent
4/12/2022	Mint Ridge	1	117	49	16.5	14.7	29.2	25.0%
4/12/2022	Mint Ridge	2	115	33	16.1	14.7	21.8	19.0%
4/12/2022	Mint Ridge	3	115	49	15.8	14.7	17.2	15.0%
4/12/2022	Grace Pass	1	148	27	15.7	14.7	16.3	11.0%
4/12/2022	Grace Pass	2	149	68	17.3	14.7	41.7	28.0%
4/12/2022	Grace Pass	3	130	59	17.4	14.7	42.9	33.0%

### Forecasted Water In Lake Equivalent

Average Snow Water Equivalent (SWE)	Sublimation & Snow Level Correction %	Total Water in Lake (Feet)	Year-to-Year Percent of Average
<b>28.18 in</b>	<b>90%</b>	<b>30.44 ft</b>	<b>87%</b>





# SOUTHEAST ALASKA POWER AGENCY

## EMPLOYEE HANDBOOK

The CEO and Controller have been consulting with Kemppe, Huffman and Ellis, PC to create a SEAPA Employee Handbook. They are a legal firm located in Anchorage and are active in labor and employment law, as well as public utility law. Our goal is to present additional sections of the Employee Handbook during each board meeting until it is complete.

### SUGGESTED MOTION

I move to approve the Introduction, Time Off, and Appendix A and B sections of the SEAPA Employee Handbook, as presented at the May 12, 2022, board meeting.

Introduction, Time Off policies, Appendix A for non-represented employees, and Appendix B for employees represented by a Collective Bargaining Agreement (CBA), are attached for your review and consideration. This is not an edit of existing policies, but is primarily new text, except:

- The PTO Donation Policy, board-approved in 2016, remains virtually the same in this Handbook, except that unused donated PTO may no longer be refunded to donor employees, in accordance with legal advice. (To remain untaxed, the Donor is required to relinquish control of donation.)
- The Appendices includes items that specifically differ between non-represented and represented employees, such as holiday and PTO schedules, which are regularly presented to the Board with the CBA or annual Employee Benefit reviews. Appendices will be updated as changes to the CBA or Employee Benefits are adopted.



## Mission Statement

SEAPA's mission is to safely provide clean, reliable, low-cost wholesale power to the communities we serve.

## Employee Handbook

The ability of the Southeast Alaska Power Agency to meet the goals of our Mission Statement is in the strength of our employees. The key goal of SEAPA's Employee Handbook is to establish and maintain the highest degree of trust and understanding with each employee.

The intent of these written policies is to increase this understanding and trust by reducing the need for individual decisions on a variety of matters using established company-wide policies and processes to help ensure the equitable treatment of all SEAPA employees.

This Employee Handbook addresses employer expectations of employee conduct and performance, SEAPA's employee benefits, and other important information. It does not, however, cover all aspects of the employee-company relationship. Importantly, it is not a contract between SEAPA and any employee.

For employees who are represented by the IBEW Local 1547 (Union), SEAPA has strived to be consistent with definitions and terms that are used in the existing collective bargaining agreement (CBA). If a conflict should exist between a provision in this Employee Handbook and a CBA provision, the CBA provision will apply to those represented employees. Where no conflict exists between the two documents, the Employee Handbook provisions apply to all SEAPA personnel.

The Employee Handbook includes two Appendices; employees should refer to the Appendix that applies to them for important benefit information.

- Appendix A applies to SEAPA represented employees
- Appendix B applies to SEAPA management and non-represented employees

SEAPA will maintain this Employee Handbook and will change and update it as SEAPA, in its sole discretion, determines is necessary. Any reference in this Employee Handbook to a specific gender should be read as applicable to all employees regardless of an employee's gender or gender identity.

[CEO signature]

05/12/2022

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## Holidays

SEAPA Regular Full-time employees qualify for a total of 12 days of national and personal holidays off each year.

**Personal Holidays.** Personal Holidays are credited to all Regular Full-time employees at the beginning of each year. Personal Holidays are paid, but non-cashable, days off that expire at the end of the year if unused and do not carry over to the next year. Personal Holidays may be used at the employee's discretion, subject to scheduling approval. Personal Holidays are prorated for new employees. Refer to Appendix.

**Holiday Pay.** Regular Full-time employees are eligible to receive holiday pay immediately upon joining SEAPA. Part-time and temporary employees, including seasonal employees, are not eligible for holiday pay and will receive regular pay if required to work on a holiday.

- Holiday schedules are listed in the Appendix.
- Holiday pay will be at the employee's regular straight-time rate, multiplied by the employee's regularly scheduled hours (not to exceed 8 hours).
- Holiday hours will not be considered hours worked for the purpose of computing overtime.
- If an employee is absent on the workday immediately preceding or immediately following an observed holiday because of illness or injury, SEAPA may require verification to substantiate the absence before approving the absence and approving holiday pay.
- Employees who are on an unpaid leave of absence, or who are absent from work and receiving workers' compensation benefits, are not eligible for holiday pay.

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## Paid Time Off (PTO)

SEAPA recognizes the importance of paid time off from work to relax, enjoy leisure activities, spend time with family, recover from illness or injury, and take care of personal needs, including healthcare appointments. SEAPA provides Paid Time Off (PTO) to Regular Full-time employees for these purposes. Regular Part-time employees accrue prorated PTO based on actual hours worked. Temporary and seasonal employees do not accrue PTO.

- PTO schedules are listed in the Appendix.
- PTO is earned and credited at the end of each pay period.
- While using PTO, employees continue to accrue PTO.
- PTO does not accrue while an employee is on an unpaid leave of absence, but the accrual resumes upon the employee's return to paid status.

**PTO Advance for New Employees:** As a special benefit, new Regular Full-time employees are eligible for an advance up to 40 hours of PTO that may be used in the first six months, subject to scheduling approval. This advanced PTO is not in addition to the normal accrued PTO, but a negative PTO balance will be allowed until the employee's accrual catches up.

**Scheduling Approval:** Employees must submit PTO requests electronically (via SEAPA's payroll software), and the request must be approved by management in advance. Managers will consider SEAPA's operational and business needs in approving or denying a PTO request.

**PTO Increments.** Nonexempt, hourly employees must take PTO in increments of at least 1/2 hour. Exempt, salaried employees may request PTO in increments of 4 hours (1/2 day or full day). An exempt employee is not required to use PTO for an absence in any week in which the employee works a total of 40 hours or more.

**PTO and Unscheduled Absences:** A nonexempt employee who has an unscheduled absence, tardy, or early departure of more than 1/2 hour will be required to use PTO for the time away from work.

**PTO Carry-Over:** Employees are permitted to carry over a maximum of 480 hours of accrued PTO into the following calendar year. Any additional PTO carry-over will only be allowed with the written approval of the CEO.

**PTO Cash-Out (Automatic):** PTO balances greater than 480 hours as of December 31 will be automatically cashed out unless additional carryover is approved by the CEO.

**PTO Cash-out (Voluntary):** At the end of each quarter, employees may request a PTO cash-out. The employee must submit a PTO Cash-out request to the Controller prior to the end of the quarter. To be eligible, an employee must retain at least 80 hours of PTO at the time of the cash-out. The maximum PTO cash-out is 480 hours per employee per calendar year.

**PTO Cash-Out (Termination):** Eligible employees whose employment terminates will be paid for unused accrued PTO up to 480 hours.

## Jury Duty

SEAPA supports employees in their civic duty to serve on a jury. An employee must present the jury duty summons to their manager as soon as possible after the employee receives the notice to allow for advance planning during the employee's absence. If extraordinary circumstances exist that would make an employee's absence detrimental to SEAPA's operation, the Company, through the CEO, reserves the right to request that the employee contact the court to reschedule the jury service.

An employee will be paid for up to 160 work hours of jury duty service annually at their regular rate of pay but must apply for and sign over to SEAPA any compensation received from the court for the period of service. Employees may use PTO if required to serve more than 160 hours on a jury.

On any scheduled workday that an employee is released from jury duty with 4 hours or less of service, the employee must report to work for the remainder of that workday. The employee should present court attendance and/or jury dismissal documents to their manager.

- Time for appearance in court for personal business will be the individual employee's responsibility and PTO should be scheduled.
- SEAPA does not provide transportation to or from court.

## Voting Leave

SEAPA encourages all employees to exercise their right to vote. Employees whose scheduled work hours or locations conflict with polling stations hours and locations are encouraged to vote in advance or by mail ballot when available.

- Any employee who wants to vote, but is unable to because of their work schedule, should contact their manager to arrange time to vote. SEAPA does not provide transportation to or from the polls.

## Bereavement Leave

SEAPA provides up to 5 working days paid Bereavement Leave in the event of the death of an employee's immediate family member.

- An employee's immediately family is defined as an employee's parent, child, sibling, or spouse.
- Bereavement Leave must be used within 30 days of the event and is subject to scheduling approval.
- SEAPA may require verification of the need for the leave or family relationship.
- Time off granted in accordance with this policy shall not be credited as hours worked for the purpose of computing overtime.



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## Military Leave

SEAPA supports the military obligations of all employees and grants unpaid leave for uniformed service (“military service”) in accordance with applicable federal laws, including the Uniformed Services Employment and Reemployment Rights Act (USERRA) and Alaska state laws regarding state National Guard and defense service. Any employee who needs time off for applicable military service should immediately notify the employee’s manager and the Controller, who will provide details regarding the leave. Employees are responsible for providing SEAPA all necessary advance notifications and documentation of the military service.

Upon return from the military service, an eligible employee who timely notifies SEAPA or applies for re-employment will, to the extent required by law, be provided the same or a comparable position, seniority, pay, and benefits as the employee held before the qualifying leave, or as if the employee had worked continuously during the leave, as applicable. An eligible employee’s failure to report for work within the scheduled time after completion of the military service will be considered a voluntary quit.

## Parental Leave

SEAPA allows up to 240 hours of Parental Leave following the birth or adoption of a child to Regular Full-time employees who have been employed for at least 1 full year. Parental Leave may be used for an employee’s incapacity due to pregnancy, prenatal medical care, childbirth and recovery, and for the employee to bond and care for the child following the birth or the adoption. An employee may use a combination of PTO, Personal Holidays, and unpaid leave for up to 240 hours.

- An eligible employee must submit a written request for parental leave to the CEO *at least* thirty (30) days in advance of the expected first day of leave. Parental leave requests submitted later than 30-days in advance due to unforeseen emergency circumstances may be considered at the CEO’s sole discretion.
- Parental leave must be taken within one year of the birth/adoption event. It may be taken in a consecutive block of time or intermittently, as long as it meets SEAPA’s operational needs and is approved in advance.
- Employees taking extended time off should check with their Benefit Administrator regarding continued Health & Welfare coverage.

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## Workers' Compensation Injury Leave

In the event of an on-the-job injury or illness that is covered by SEAPA's Workers' Compensation insurance, the employee will be placed on Injury Leave for any physician-authorized work absences that are caused by a compensable injury or illness. The employee will not be required to use accrued PTO for the absences. The employee may choose, however, to use accrued PTO for any initial statutory waiting period, and on a pro rata basis to supplement the Workers' Compensation payments. Such PTO and Workers' Compensation payments combined are not to exceed the employee's income after taxes per pay period.

An employee with a compensable injury will remain on Injury Leave until: (1) the employee is medically cleared to return to full or part-time work or to a modified work assignment, if available; or (2) it has been medically determined that the employee will be unable to return to work within a reasonable time that meets the business needs of the organization; or (3) for up to six [6] months, whichever occurs first, subject to relevant state and federal laws.

An employee on Injury Leave who is unable to return to work due to the compensable injury or illness will be eligible to continue receiving the employee's selected health and welfare benefits upon the employee's timely monthly payment to SEAPA of the employee's share of the premium. Contact the Controller to arrange a payment schedule. The period of employee benefit eligibility varies for represented and non-represented employees. Refer to the Appendix for your applicable eligibility period.

Employees who are absent due to non-work-related injuries or illnesses must use PTO, request Leave Without Pay, or for extraordinary circumstances, request a voluntary Leave of Absence.

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## Leave Without Pay (LWOP)

Regular Full-time employees who do not have enough accrued PTO to cover needed time off may request Leave Without Pay (LWOP) for up to 30 days. The request should be submitted to the employee's manager electronically and must also be approved by the CEO. Use of LWOP is not encouraged; however, SEAPA recognizes that it may occasionally be warranted by unforeseen events.

- LWOP may reduce benefits that are based upon an employee's compensable hours.
- Holiday pay is not earned while on LWOP.
- Exceptions to reduced pay may be applied to exempt employees in accordance with federal regulations.
- Employees taking extended time off should check with their Benefit Administrator regarding continued Health & Welfare coverage.

## Voluntary Leave of Absence

A Regular Full-time employee who has worked for SEAPA for at least one (1) consecutive year may request a voluntary Leave of Absence. The employee must have used, or will shortly have used, all accrued PTO and Personal Holidays, but still require additional time off from work. A Leave of Absence is generally an absence from work of more than 30 days and will only be granted for extraordinary circumstances at the sole discretion of the CEO.

Generally, a Leave of Absence may be granted for periods of up to 90 calendar days without loss of benefits and seniority that were accrued prior to the Leave of Absence. The time an employee is on a Leave of Absence does not qualify for employer-paid benefits, such as PTO, personal holidays, holiday pay, or the employer-portion of health & welfare insurance premiums.

The employee must submit a request for the Leave of Absence in writing to the CEO as far in advance as possible. The request must clearly state the reason for the leave of absence, the amount of time, and the dates requested. The employee may be required to provide additional documentation in order for the leave request to be considered. The CEO will give a written reply granting or denying the employee's request within 30 days. In special cases, upon the employee's written request, the CEO may, solely at the CEO's discretion, extend a Leave of Absence beyond the employee's initial request, or beyond 90 days. Any such extension by the CEO must be in writing to be effective.

Represented Employees should refer to CBA provisions covering Leaves of Absence.

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## Paid Time Off (PTO) Donation Program

SEAPA's PTO Donation Program allows employees to donate accrued PTO to be used by fellow employees who would otherwise need to take leave without pay due to a medical emergency to the employee or a family member or due to the loss of a spouse, child, or parent.

**Employees Eligible to Receive Donated PTO:** Regular, Full-time employees who have worked for SEAPA for at least one full year and who do not qualify to receive short- or long-term disability benefits are eligible to receive donated PTO.

A medical emergency is a catastrophic illness or injury of the employee, the employee's child, or the employee's parent that will require the prolonged absence of the employee from duty and will result in a substantial loss of income to the employee because the employee will have exhausted all of their accrued paid leave.

Eligible employees must be on approved Leave of Absence due to the catastrophic illness or injury to the employee or the employee's spouse, child, or parent that is expected to cause the employee to be absent from work for a prolonged period of at least 40 hours.

Employees may apply for PTO donations by completing a PTO Donation Application, which is available on SEAPA's HR website. All requests must be submitted to the Controller and approved by the CEO. Employees may be required to provide documentation to substantiate the employee's eligibility.

A recipient employee's name will remain confidential unless the employee makes it public, although co-workers may discover the identity of the employee based on the timing of an employee's absence.

Employees requesting donated leave time must exhaust all accrued leave, personal holidays, and bereavement leave, if applicable, before using donated PTO.

A recipient employee is generally eligible to receive donated PTO until the medical emergency or the need for the employee's absence from work has ended, or for up to 12 months from the approval date of the PTO Donation Application, whichever is earlier.

A recipient employee will receive the donated PTO at the employee's normal rate of pay, as needed, during regular pay periods. Donated PTO is considered wages of the recipient employee and is subject to appropriate tax withholding when paid.

The maximum number of donated hours an employee may use is 480 hours per 12-month period from the approval date. The time off must be used for the purpose approved in the application. Donated PTO is not eligible to be cashed out.

**PTO Donor Employees:** All PTO donations are completely voluntary and will remain anonymous. Employees may donate PTO hours by completing a PTO Donation form, which is available on the SEAPA HR website and should be submitted to the Controller. Donating employees must keep a personal PTO balance of at least 80 hours in addition to any approved future time off. PTO donations must be made in 1-hour increments.

Donations to the PTO Donation Fund are available for use by any eligible employee in need. Donors may not specify who will receive the donated leave.

PTO hours will be deducted from the donor's accrued PTO, converted to a dollar amount (hours x donor's hourly wage) and deposited into the PTO Donation Fund.

Donated PTO is not considered wages of the Donor employee, so the Donor is not subject to withholding or taxation on donated PTO. However, donor employees may not claim an expense, tax deduction or charitable contribution for any PTO donated under this plan.

## Unscheduled Absences

**Notification Required:** If an employee is unable to report to work on time or needs to depart work early, the employee must notify the employee's immediate manager as soon as possible. Employees should use the notification method specified by their manager. If the employee is unable to provide advance notification due to emergency circumstances, the employee, a family member, or other designated individual should notify the manager as soon as possible. Notification is required, but does not excuse or approve the unscheduled absence, tardy, or early departure.

**Discipline:** An employee who has an unscheduled absence, tardy, or early departure from work is subject to discipline, up to and including termination. An employee who fails to timely notify the employee's immediate manager of an unscheduled absence, tardy, or request an early departure from the workplace is also subject to discipline as previously stated.

Employees are generally allowed to use PTO for unscheduled absences, tardiness and early departures for which proper notification has been provided. An employee who fails to provide adequate notification or who has multiple unscheduled absences, tardy arrivals, early departures, or any combination of these, may be required to take leave without pay for the time away from work in addition to any discipline discussed above.



### **Return to Work after Absence for Illness or Injury**

In order to return to work, an employee who is absent for more than 3 of the employee's scheduled workdays for an illness or injury is required to provide documentation from a qualified health care provider that the employee is fit to return to work. For unscheduled absences, the documentation must also state that the employee's time off for the illness or injury was necessary. The qualified health care provider's documentation must be submitted prior to returning to work and clearly state any restrictions or limitations on the employee's work abilities, the length of time any limitation will last, and if and when the employee should be re-evaluated. SEAPA will review any restrictions or limitations prior to authorizing return to work.

### **Changes to Work and Return to Work Practices**

SEAPA may add, change, modify or discontinue certain work and return to work practices when in its judgment such actions will help protect the health and/or safety of employees, customers, the public, and/or SEAPA's operations.

Benefits specific to employees not represented by the terms of a Collective Bargaining Agreement are included in this appendix.

### Time Off: Holidays

SEAPA observes and allows employees paid time off for the following holidays:

- New Year's Day January 1st
- President's Day Third Monday in February
- Memorial Day Last Monday in May
- Independence Day July 4th
- Labor Day First Monday in September
- Veteran's Day November 11
- Thanksgiving Day Fourth Thursday in November
- Day after Thanksgiving Fourth Friday in November
- Christmas Eve December 24th
- Christmas December 25th
- 2 Personal Holidays Scheduled by employee & approved by manager

Holidays that fall on a Sunday are observed on the following Monday. Holidays that fall on a Saturday are observed on Friday.

**Personal Holidays.** Personal Holidays are credited to all Regular Full-time employees during the first pay period of each calendar year. Personal Holidays for new employees are prorated based on the first day of employment:

- Start Date: Jan 1 – June 30 2 Personal Holidays
- Start Date: July 1 – Nov 30 1 Personal Holiday

### Time Off: Paid Time Off (PTO)

Regular Full-time employees accrue PTO according to the following schedule, unless otherwise negotiated. All PTO schedules for administrative staff max out at 10 hours per pay period:

Year of Employment	PTO Accrual		
	per Year	per Month	per Pay Period*
Year 1	18 days	1.5 days	6 hours
Year 2	21 days	1.75 days	7 hours
Year 3 - 4	24 days	2.0 days	8 hours
Year 5 - 6	28 days	2.33 days	9.33 hours
Year 7 and over	30 days	2.5 days	10 hours

### **Time Off: Benefits While on Leave**

Eligibility for NRECA Health & Welfare benefits continues as long as the employee is on an employer-approved compensated Leave of Absence, including Workers' Comp Injury Leave, as long as the premium is paid. For an employer-approved uncompensated Leave of Absence, eligibility is up to 90 days as long as the premium (employee and employer portion) is paid.

- Employees must contact the Benefit Administrator to arrange for payment of the employee-portion of H&W premiums when you are eligible for benefits, but not being compensated through SEAPA payroll.

Benefits specific to employees represented by the terms of a Collective Bargaining Agreement are included in this appendix. If there is a direct conflict between the SEAPA Policy Handbook and a CBA provision, the CBA provision will usually apply. Please contact your manager with any questions or concerns.

### Time Off: Holidays

The following paid holidays are observed:

- New Year's Day      January 1st
- President's Day      Third Monday in February
- Memorial Day      Last Monday in May
- Independence Day      July 4th
- Labor Day      First Monday in September
- Veteran's Day      November 11
- Thanksgiving Day      Fourth Thursday in November
- Christmas      December 25th
- 4 Personal Holidays      Scheduled by employee & approved by manager

**Personal Holidays.** Personal Holidays are credited to all Regular Full-time employees during the first pay period of each calendar year. Personal Holidays for new employees are prorated based on the first day of employment:

- Start Date: Jan 1 – Mar 31      4 Personal Holidays
- Start Date: April 1 – Jun 30      3 Personal Holidays
- Start Date: Jul – Sep 30      2 Personal Holidays
- Start Date: Oct 1 – Nov 30      1 Personal Holiday

### Time Off: Paid Time Off

<b>PTO Schedule</b>			
Hours earned per pay period			
Hire Date: Prior to July 1, 2018		Hire Date: After June 30, 2018	
0 – 1 year	3.33 hours	Year 1	6 hours
2 - 4 years	9.33 hours	Year 2	7 hours
5 – 10 years	11.33 hours	Year 3 & 4	8 hours
11 years & up+	12.67 hours	Year 5 & 6	9 hours
		Year 7 & up	10 hours

### **Time Off: Benefits While on Leave**

Workers Compensation: Medical and life insurance may continue during the period the employee is unable to work, up to six (6) months.

- Employees must contact the Benefit Administrator to arrange for payment of the employee-portion of H&W premiums during any period when you are eligible for benefits, but not being compensated through SEAPA payroll.





# SOUTHEAST ALASKA POWER AGENCY

**Date:** May 4, 2022  
**To:** SEAPA Board of Directors  
**From:** Trey Acteson, Chief Executive Officer  
**Subject:** Wholesale Power Rate (WPR) Discussion & Recommendations

**Background:** SEAPA maintained a consistent Wholesale Power Rate (WPR) of \$.068 /kWh for over 23 years and issued rebates periodically as revenues allowed. On February 1, 2022, SEAPA implemented a \$.0025/kWh increase to begin addressing anticipated revenue shortfalls. Notable areas of significant recent cost increases are listed below in 2022 dollars. These do not account for cumulative inflationary impacts on general and administrative expenses over the past two decades (e.g., insurance, labor, benefits, etc.).

1. **Right-of-Way Clearing (ROW):** SEAPA adopted a sustainable Vegetation Management Plan in 2021. The plan required increasing the acreage cleared at an additional annual cost of \$350,000 over the previous cut schedule.
2. **Submarine Cable Bonding:** SEAPA bonded \$11,330,000 in 2021 through the Alaska Municipal Bond Bank to pay for replacement of a failed cable on one of its four submarine cable crossings. This increased annual debt service by approximately \$780,000.
3. **Renewal & Replacement and Risk Reserve (4R) Plan:** SEAPA commissioned a comprehensive update to its 4R Plan in 2021. This is done on a five-year cycle and a new annual levelized payment into the Dedicated R&R Fund was approved by the Board in 2021. The previous levelized annual payment was \$2,552,000 and increased to \$3,000,000 for 2022. The 4R Plan includes increases of approximately 100K on average each year going forward.

Expenditures	Annual Increase
Right-of-Way Clearing – Vegetation Management Plan	\$350,000
Submarine Cable – Additional Annual Debt Service	\$780,000
4R Plan Levelized Payment (escalates another 500k over next 5 years)	\$448,000
<b>Total</b>	<b>\$1,578,000</b>

\*For context, a \$.0025/kWh increase in the WPR generates approximately \$438,341 in revenue.

**Revenue:** SEAPA’s revenue is primarily driven by power sales, with non-operating income in the form of grants, interest earnings, insurance claim reimbursement, and miscellaneous other. The 2022 kWh Power Sales Budget Forecast was based on estimated sales of 175,336,247 kWh’s @ a new WPR of \$.0705/kWh, generating revenue of \$12,317,486. SEAPA presented a balanced budget for FY2022 based on these projections knowing that new debt service payments associated with the submarine cable replacement will not be fully recognized until FY2023. It is important to note that SEAPA’s revenue can fluctuate more than \$3MM year-over-year (25%) depending on actual weather and loads.

**Rate Stabilization Fund:** Recognizing that SEAPA’s revenues are inconsistent due to weather and other uncontrollable conditions, the Rate Stabilization Fund is intended to improve SEAPA’s long-term fiscal health by reserving a portion of excess revenues. Further recognizing that SEAPA may have extraordinary expenditures for capital improvements and/or unforeseen emergencies, and that these events may be coupled with a simultaneous reduction in revenue, proceeds of the Fund may be used to minimize the impact on Member Utility Wholesale Power Rates. Fund proceeds may also be used to ensure that bond covenants and bond fund balance minimums are met since the bond indenture allows withdrawals from the Fund to be recognized as revenue. The current balance of the Rate Stabilization Fund is \$2MM.

**Withdrawals:**

- All withdrawals from the Rate Stabilization Fund must be authorized by an action of the SEAPA Board and specify the purpose of withdrawal.
- Withdrawals from the Rate Stabilization Fund may only be made for the conditions outlined in the policy, and consistent with Agency bylaws and then-existing bond indentures.

**Withdrawal Conditions:**

- Supplementing revenue in case of a catastrophic shortfall in income.
- Ensuring that bond covenants and fund balance minimums are met.
- Reducing the amount of future bond issuances.
- Supplementing the Dedicated R&R Fund to finance extraordinary capital expenditures.

**Recommendations:**

1. Plan to implement a \$.0025/kWh increase in the Wholesale Power Rate (WPR) at the beginning of FY2023. (See table below for a detailed breakdown of proposed rate increases.)
2. Commission a third-party rate study to establish a dynamic structure for analyzing current and future revenue needs of the Agency. SEAPA is not economically regulated by the Regulatory Commission of Alaska (RCA), so this is intended to refine the Agency’s approach to establishing wholesale power rates.
3. Commission a comprehensive third-party regional load growth forecast study that includes potential impacts of evolving industries and beneficial electrification (e.g., heat pump conversions, EV’s, public transit conversions, cruise ship electrification, mine processing, and seafood processing). Although utilities do not typically forecast rates beyond a couple of years, this will improve SEAPA’s ability to forecast future revenue requirements.

Year	Increase in WPR (\$/kWh)	Increase in WPR (%)	WPR (\$/kWh)	Revenue Increase
2023	0.0025	3.5%	.073	\$438,341
2024	0.0025	3.4%	.0755	\$438,341
2025	0.0025	3.3%	.078	\$438,341
<b>Total</b>				<b>\$1,315,022</b>

*Note: Anticipated increases are to cover existing expenses as presented. Rate study and load growth forecast results (Recommendations 2 & 3) may increase/decrease future projected WPR adjustments.*



## SEAPA 2022 BOARD MEETING DATES

Date(s)	Weekday(s)	Location	Comments
February 28	Monday	Electronic	Regular Board Meeting (9 am - 5 pm) (An in-person meeting was originally scheduled to be held in Wrangell but changed to electronic due to Covid concerns.)
May 12	Thursday	Ketchikan	Regular Board Meeting (9 am - 5 pm)
September 22	Thursday	Petersburg	Regular Board Meeting (½ day) 1 - 5 pm
September 23	Friday	Petersburg	Regular Board Meeting (½ day) 9 am - 2 pm
December 8	Thursday	Ketchikan	Regular Board Meeting (9 am - 5 pm)

## 2022 Calendar

January 2022							February 2022							March 2022							April 2022										
N	S	M	T	W	T	F	S	N	S	M	T	W	T	F	S	N	S	M	T	W	T	F	S	N	S	M	T	W	T	F	S
52							1	5			1	2	3	4	5	9			1	2	3	4	5	13						1	2
1	2	3	4	5	6	7	8	6	6	7	8	9	10	11	12	10	6	7	8	9	10	11	12	14	3	4	5	6	7	8	9
2	9	10	11	12	13	14	15	7	13	14	15	16	17	18	19	11	13	14	15	16	17	18	19	15	10	11	12	13	14	15	16
3	16	17	18	19	20	21	22	8	20	21	22	23	24	25	26	12	20	21	22	23	24	25	26	16	17	18	19	20	21	22	23
4	23	24	25	26	27	28	29	9	27	28						13	27	28	29	30	31			17	24	25	26	27	28	29	30
5	30	31																													

May 2022							June 2022							July 2022							August 2022										
N	S	M	T	W	T	F	S	N	S	M	T	W	T	F	S	N	S	M	T	W	T	F	S	N	S	M	T	W	T	F	S
18	1	2	3	4	5	6	7	22				1	2	3	4	26						1	2	31		1	2	3	4	5	6
19	8	9	10	11	12	13	14	23	5	6	7	8	9	10	11	27	3	4	5	6	7	8	9	32	7	8	9	10	11	12	13
20	15	16	17	18	19	20	21	24	12	13	14	15	16	17	18	28	10	11	12	13	14	15	16	33	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	25	19	20	21	22	23	24	25	29	17	18	19	20	21	22	23	34	21	22	23	24	25	26	27
22	29	30	31					26	26	27	28	29	30			30	24	25	26	27	28	29	30	35	28	29	30	31			
																31	31														

September 2022							October 2022							November 2022							December 2022										
N	S	M	T	W	T	F	S	N	S	M	T	W	T	F	S	N	S	M	T	W	T	F	S	N	S	M	T	W	T	F	S
35					1	2	3	39						1	44			1	2	3	4	5	48					1	2	3	
36	4	5	6	7	8	9	10	40	2	3	4	5	6	7	8	45	6	7	8	9	10	11	12	49	4	5	6	7	8	9	10
37	11	12	13	14	15	16	17	41	9	10	11	12	13	14	15	46	13	14	15	16	17	18	19	50	11	12	13	14	15	16	17
38	18	19	20	21	22	23	24	42	16	17	18	19	20	21	22	47	20	21	22	23	24	25	26	51	18	19	20	21	22	23	24
39	25	26	27	28	29	30		43	23	24	25	26	27	28	29	48	27	28	29	30				52	25	26	27	28	29	30	31
								44	30	31																					

2022 Holidays	Notes
<b>Jan 01:</b> New Year's Day	SEAPA Regular Board Meeting dates are highlighted in yellow.
<b>Jan 17:</b> Martin Luther King Day	
<b>Feb 21:</b> Presidents Day	
<b>May 30:</b> Memorial Day	
<b>Jul 04:</b> Independence Day	
<b>Sep 05:</b> Labor Day	
<b>Oct 10:</b> Columbus Day	
<b>Nov 11:</b> Veterans' Day	
<b>Nov 24:</b> Thanksgiving	
<b>Dec 25:</b> Christmas Day	

(See attached for additional information on 2022 meeting dates and events)



# 2022 MEETING DATES / EVENTS

(Updated 05/05/2022)

## JANUARY

Date	Organization / Event	Location
3	SEAPA Holiday (New Year's Day)	N/A
3	PSG Assembly Mtg	PSG
6	KTN Council Mtg	KTN
11	WRG Assembly Mtg	WRG
18	PSG Assembly Mtg	PSG
20	KTN Counsel Mtg	KTN
25	WRG Assembly Mtg	WRG
25	APA Manager's Forum	JNU
26-27	APA State Legislative Conference	JNU

## FEBRUARY

Date	Organization / Event	Location
1-2	APA State Legislative Conference	Electronic
3	KTN Council Mtg	KTN
7	PSG Assembly Mtg	PSG
8	WRG Assembly Mtg	WRG
8-10	SE Conf Mid-Session Summit	JNU
17	KTN Council Mtg	KTN
21	SEAPA Holiday (President's Day)	N/A
22	PSG Assembly Mtg	PSG
22	WRG Assembly Mtg	WRG
23-25	NWHA Camp & Annual Conf	Portland
28 (M)	<b>SEAPA Board Mtg</b> (Note: An in-person meeting was originally scheduled to be held in Wrangell but changed to electronic due to Covid concerns.)	<b>Electronic</b>

## MARCH

Date	Organization / Event	Location
3	KTN City Council Mtg	KTN
7	PSG Assembly Mtg	PSG
8	WRG Assembly Mtg	WRG
17	KTN Council Mtg	KTN
21	PSG Assembly Mtg	PSG
22	WRG Assembly Mtg	WRG

## APRIL

Date	Organization / Event	Location
4	PSG Assembly Mtg	PSG
5-7	NHA Water Power Week	Wash DC
7	KTN Council Mtg	KTN
12	WRG Assembly Mtg	WRG
18	PSG Assembly Mtg	PSG
21	KTN Council Mtg	KTN
26	WRG Assembly Mtg	WRG
27-29	NWHA Strategic Planning Mtg	Seattle

## MAY

Date	Organization / Event	Location
2	PSG Assembly Mtg	PSG
3-4	NWHA Technical Workshop	Bend OR
5	KTN Council Mtg	KTN
9	SEAPA Audit All Week	KTN
10	WRG Assembly Mtg	WRG
12 (Th)	<b>SEAPA Board Mtg 9-5 PM</b>	<b>KTN</b>
16	PSG Assembly Mtg	PSG
19	KTN Council Mtg	KTN
24	WRG Assembly Mtg	WRG
30	SEAPA Holiday (Memorial Day)	N/A

## JUNE

Date	Organization / Event	Location
2	KTN Council Mtg	KTN
6	PSG Assembly Mtg	PSG
7-9	APA Federal Legislative Conf	Wash DC
14	WRG Assembly Mtg	WRG
16	KTN Council Mtg	KTN
20	PSG Assembly Mtg	PSG
28	WRG Assembly Mtg	WRG

## JULY

Date	Organization / Event	Location
4	SEAPA Holiday (Independence Day)	N/A
5	PSG Assembly Mtg	PSG
7	KTN Council Mtg	KTN
11-14	AEGIS Policy Holders Conf	Denver CO
12	WRG Assembly Mtg	WRG
18	PSG Assembly Mtg	PSG
21	KTN Council Mtg	KTN
26	WRG Assembly Mtg	WRG

## AUGUST

Date	Organization / Event	Location
1	PSG Assembly Mtg	PSG
4	KTN Council Mtg	KTN
9	WRG Assembly Mtg	WRG
15	PSG Assembly Mtg	PSG
16-19	<b>APA Annual Meeting</b>	<b>KTN</b>
18	KTN Council Mtg	KTN
23	WRG Assembly Mtg	WRG

## 2022 MEETING DATES / EVENTS

### SEPTEMBER

Date	Organization / Event	Location
1	KTN Council Mtg	KTN
5	<b>SEAPA Holiday (Labor Day)</b>	<b>N/A</b>
6	PSG Assembly Mtg	PSG
13	WRG Assembly Mtg	WRG
13-15	<b>SE Conf Annual Mtg</b>	<b>KTN</b>
15	KTN Council Mtg	KTN
19	PSG Assembly Mtg	PSG
22 (Th)	<b>SEAPA Board Mtg 1/2 Day 1-5 PM</b>	<b>PSG</b>
23 (Fr)	<b>SEAPA Board Mtg 1/2 Day 9-2 PM</b>	<b>PSG</b>
27	WRG Assembly Mtg	WRG

### OCTOBER

Date	Organization / Event	Location
3	PSG Assembly Mtg	PSG
6	KTN Council Mtg	KTN
11	WRG Assembly Mtg	WRG
17	PSG Assembly Mtg	PSG
20	KTN Council Mtg	KTN
25	WRG Assembly Mtg	WRG

### NOVEMBER

Date	Organization / Event	Location
3	KTN Council Mtg	KTN
7	PSG Assembly Mtg	PSG
8	WRG Assembly Mtg	WRG
11	<b>SEAPA Holiday (Veteran's Day)</b>	<b>N/A</b>
17	KTN Council Mtg	KTN
21	PSG Assembly Mtg	PSG
22	WRG Assembly Mtg	WRG
24	<b>SEAPA Holiday (Thanksgiving)</b>	<b>N/A</b>
25	<b>SEAPA Holiday (Day After)</b>	<b>N/A</b>

### DECEMBER

Date	Organization / Event	Location
1	KTN Council Mtg	KTN
5	PSG Council Mtg	PSG
8 (Th)	<b>SEAPA Board Mtg 9-5 PM</b>	<b>KTN</b>
13	WRG Assembly Mtg	WRG
15	KTN Council Mtg	KTN
19	PSG Assembly Mtg	PSG
23	<b>SEAPA Holiday (Christmas Eve)</b>	<b>N/A</b>
26	<b>SEAPA Holiday (Christmas Day)</b>	<b>N/A</b>
27	WRG Assembly Mtg	WRG

**SEAPA Board Meetings noted on the above calendar are scheduled around the following:**

Petersburg Borough Assembly Meetings	1st & 3rd Monday every month
Ketchikan Gateway Borough Meetings	Same as Petersburg every month
City and Borough of Wrangell Meetings	2nd & 4th Tuesday every month
Ketchikan City Council Meetings	1st & 3rd Thursday every month