

**CITY OF CRAIG
COUNCIL AGENDA
FEBRUARY 6, 2020
COUNCIL CHAMBERS 7:00 PM**

ROLL CALL

Mayor Tim O'Connor, Dave Creighton, Hannah Bazinet, Jim See, Julie McDonald, Michael Kampnich, Chanel McKinley

Moment of Silence in Memory of Mike McKimens

CONSENT AGENDA

Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed and placed on the regular meeting agenda.

- 1) City Council Meeting Minutes of January 16, 2020
- 2) First Reading: Ordinance 724, Change of Zoning from Residential to Commercial (Tongass Electric)
- 3) Resolution 20-02. POWCAC Transportation Priorities

HEARING FROM THE PUBLIC

- Open for public comment

REPORTS FROM CITY OFFICIALS

- Mayor
- Administrator
- Treasurer
- Aquatic Manager
- City Clerk
- City Planner
- Fire/EMS Coordinator
- Harbormaster
- Library
- Police Chief
- Public Works
- Parks and Rec
- Parks and Public Facilities

READING OF CORRESPONDENCE

- Alaska Permanent Capital Management (December)
- Southeast Forecast for 2020
- IFA by the numbers 2020

**CITY OF CRAIG
COUNCIL AGENDA
FEBRUARY 6, 2020
COUNCIL CHAMBERS 7:00 PM**

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- Ordinance 724, Change of Zoning from Residential to Commercial (Tongass Electric)
- Resolution 20-02. POWCAC Transportation Priorities

UNFINISHED BUSINESS

- Consider Options for Craig Aquatic Center Propane Boilers Purchase

NEW BUSINESS

- Update on Port St. Nicholas Road Fee Litigation
- Consider Approval Port St. Nicolas Road plan of Work and Public Comments
- Consider Proposal from Southern Southeast Regional Aquaculture Association re: Port St. Nicholas Hatchery Agreement
- Review EMS Volunteer Responder Incentives
- Follow Up from Alaska Permanent Capital Management
- Consider upgrade to New Ice House Drum
- Skateboard Park Site Selection
- Consider Award, Craig Harbor Condition Survey Work

COUNCIL COMMENTS

ADJOURNMENT

ROLL CALL

Mayor Tim O'Connor called the meeting to order at 7:00 p.m. and the roll was taken. Present were Dave Creighton, Hannah Bazinet, Jim See, and Chanel McKinley. Absent excused was Michael Kampnich.

Staff present: Jon Bolling, City Administrator, Allison Fargo, Admin Clerk; Brian Templin, City Planner; Jessica Holloway, Aquatic Center Manager; Hans Hjort, Harbormaster; Sheri Purser, Treasurer; Chaundell Piburn, EMS Coordinator; Angela Matthews, Librarian; RJ Ely, Police Chief; Victoria Merritt, Parks and Recreation; Doug Ward, Parks and Public Facilities.

Audience present: Christopher Raigosa, Jason Onalik, Elmer Carteeti

CONSENT AGENDA

- 1) **City Council Meeting Minutes of December 19, 2019**
- 2) **Approval of Craig Inn; Liquor License Renewal**
- 3) **Approval of Thee Treasure Chest LLC; Retail Marijuana Store License Transfer**

Jim See moved item three; Approval of Thee Treasure Chest LLC; Retail Marijuana Store License Transfer to New Business.

SEE/CREIGHTON

moved to approve the consent agenda.

MOTION CARRIED UNANIMOUSLY

HEARING FROM THE PUBLIC

- Open for Public Comment
- Resolution 20-01, Establishing Capital Project for 2020
- Port St. Nicolas Road Annual Plan of Work

No comments from the public.

REPORTS FROM CITY OFFICIALS

Mayor/Fire Department- Nothing to report.

Administrator- Jon provided a written report. Julie McDonald requested to join the next trip out to the maricultural site at Doyle Bay.

Treasurer- Sheri provided a written report.

Aquatic Manager- Jessica provided a written report. She added that there is a Wave Runners meet this coming weekend. Scuba certified three more kids, that would make a total of 22 kids who have

become certified at the Craig Aquatic Center with Earl at the instructor over the past two years. Chris will potentially be gone in June. Jessica will be out of town January 31st and February 1st for a wrestling tournament.

City Clerk- Jillian provided a written report. Allison Fargo, Admin Clerk, stated that the next council meeting will be February 6, 2020.

City Planner- Brian provided a written report.

EMS Coordinator- Chaundell provided a written report. Julie McDonald asked about the progress of building plans for a new EMS hall. Chaundell stated that they are working on scheduling a meeting.

Harbormaster- Hans did not provide a written report. Hans and harbor crew have been working on the Ice House and the fire pump shed.

Library- Angela provided a written report. The Winter Reading program went great and had 83 people signed up. Angela will be gone at the end of March for a one-day workshop.

Police Chief- RJ provided a written report. On Monday we will be down to three police officers and Chief is still in search for two more officers.

Public Works- Russell did not provide a written report. His crew has been very busy removing snow around town. Jim See asked Russell to have stand ready to put down on the sidewalks around town when it rains.

Parks and Rec- Victoria provided a written report. Victoria stated Volleyball league will start next week, along with ballet and the sober party at the rec-center.

Parks and Public Facilities- Doug provided a written report.

READING OF CORRESPONDENCE

- 1. Shaan Seet letter of support regarding Tongass Transition Letter**
- 2. Thank you letter from Craig Child Care Center**
- 3. Alaska Permanent Capital Management (November)**
- 4. Notification of wastewater discharge general permits for Log Transfer Facilities**
- 5. Thank you from the home owners of Big Salt/Saltchuck Lane**
- 6. Letter from USCG regarding VHF**

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

1. Resolution 20-01, Establishing Capital Project for 2020

Julie McDonald requested that item 11; Firehall/EMS Building Construction be moved up on the Capital Projects to item 3 and for everything to shift down one.

MCDONALD/SEE

moved to approve Resolution 20-01 with the amendment of moving item 11 up to item 3,
MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

1. **Review comment letter re: Humpback Whale Critical Habitat Proposed Rule**
Jon Bolling brought the letter back to council for final review. The council approved the letter.
2. **Recommendations on the Cannery Site Harbor and Upland Development.**

CREIGHTON/MCDONALD moved to adopt the recommendations on the Cannery Site Harbor and Upland Development.
MOTION CARRIED UNANIMOUSLY

Jim See discussed the wording being used in the recommendations and would prefer wording that provided more wiggle room rather than locked in, citing the need to remove the word “shall” from a number of locations in the recommendations. Julie McDonald agreed that looser wording would provide more freedom in the future.

SEE/MCDONALD move to amend and approval to staff to change wording in the recommendations.
MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

1. **Consider Approval of Vehicle For Hire**
Chief RJ commented that he needed to still come make copies of all the criminal history of all the drivers. RJ had no objection to approving the Vehicles for Hire. The council asked Christopher (owner of CARride) varies questions.

SEE/MCDONALD move to approve Vehicle For Hire; CARride.
MOTION CARRIED UNANIMOUSLY
2. **Consider Letter of Support for SARDFA**
After various discussion among the council, the council directed Jon to write a letter of support for SARDFA.
3. **Reappointment of Planning Commissioners**
SEE/BAZINET moved to reappoint Sharilyn Zellhuber to the Planning Commission for a one year term, and appoint Barabara Stanley to the commission for a 3 year term.
MOTION CARRIED UNANIMOUSLY
4. **Consider Award of bid, Craig Aquatic Center Pool Basin Refinishing Project**
After some discussion from the council on the budget, the council awarded the bid.
MCDONALD/MCKINLEY moved to award the Craig Aquatic Center Pool Basins Refinishing Project to Dawson

Construction in the amount of \$379,000, and appropriate an additional \$15,000 for construction administration, from the funding sources recommended by staff.

MOTION CARRIED UNANIMOUSLY.

5. Approval of Thee Treasure Chest LLC; Retail Marijuana Store License Transfer

Jim See asked staff some questions on if we had any information on the transferee. The council made no objection to the proposed license transfer.

COUNCIL COMMENT

There were no council comments.

ADJOURNMENT

CREIGHTON/BAZINET

moved to adjourn at 9:05 p.m.

MOTION CARRIED UNANIMOUSLY

APPROVED _____

MAYOR TIMOTHY O'CONNOR

ATTEST _____
JILLIAN CARL, CITY CLERK

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 30, 2020
RE: February Staff Report

1. Downtown Harbor Project – Breakwater Financing

Brian and I continue to work with staff from the Army Corps on the design phase of the downtown harbor breakwaters. I plan to meet with Rep. Kreiss-Tomkins and Rep. Stedman on this and other city capital projects while I am in Juneau Feb 3-5.

2. Port St. Nicholas Road Fee Litigation

We continue to await a decision from the superior court judge on whether to grant the city's request for summary judgement on the complaint filed by the plaintiffs. The court could issue a decision at any time. A decision may come between the time the council packet goes out on January 31 and the council's February 6 meeting date; if that happens I will update you via e-mail.

On a related note, on October 23, 2019 the Prince of Wales Shooting Club donated \$150.00 to the city for PSN Road maintenance costs.

3. Remote Seller Sales Tax Project

I plan to meet with staff from the Alaska Municipal League during my trip to Juneau in early February to get an update on this project. As a reminder for the council, the Alaska Municipal League continues to work on documentation to establish what it calls its remote sellers program, which is intended to ensure that online retailers collect local sales tax from online retail transactions. The council has already had an initial look at the organizational documents. It is my hope that AML has ready some new details on the program, including cost of participation. As I have noted in the past, this item requires our close and ongoing attention in order to best position the city to collect sales tax on on-line retail transactions.

4. Access Easement to WWTP

As of January 30, SSI staff and I continue to work out the final wording of the easement.

5. Public Safety Building Meeting

On January 23 I met with Chief of Police RJ Ely, EMS Director Chaundell Piburn, and City Planner Brian Templin to discuss the concept of a Craig public safety building. The premise of the meeting was to talk in general terms about what entities might occupy a public safety building and where the building might be located. The group identified needs for upgrades to the Craig Police Department building, including the department's contract jail, dispatch center, DMV, other services, and facilities for its staff. The group also talked about the operational advantages of co-locating a public safety building with other law enforcement agencies, judicial facilities, and social services staff.

We also reviewed the existing fire hall/EMS design that the city has in-hand, and how that design might be incorporated into a conceptual public safety building.

Discussion included identification of suitable sites in Craig for a public safety building. At the conclusion of the meeting, Chief Ely offered to follow up on operational issues inherent in increasing the number of jail cells and limits to length of incarceration. I agreed to contact Steve Silver to ask him to research federal agency options for securing construction funds.

6. Mariculture Site at Doyle Bay

On January 20, representatives from Premium Aquatics (the company building the kelp mariculture site at Doyle Bay) organized a tour of the site for about a dozen people from federal and non-profit entities. After the group traveled to the kelp site, they returned to Craig and met with Mayor O'Connor and city staff. Discussion at the meeting centered around kelp and oyster mariculture industry topics, as well as community infrastructure important to mariculture development. Most of the federal personnel were from the National Oceanic and Atmospheric Administration were from the agency's national and Alaska headquarters, and specializing in mariculture and aquaculture industries. The NOAA staff believes the Craig area has in place infrastructure that is well suited to support mariculture. The meeting was opportune for staff to convey to the visitors the Craig city council's views on the matter.

7. POWCAC Meeting

The POW Community Advisory Council met on January 28 in Craig. The group had a full agenda. Agenda items included:

- Approval of the annual transportation projects resolution. The resolution is up for Craig city council consideration on February 6.
- Update from AP&T. The company hopes to complete work on the new hydroelectric project near Hydaburg in 2020 and begin generating power from the project.
- Update from US Forest Service. Craig District Ranger Scot Schuler and Forest Service employee Delilah Brigham summarized a dozen or more projects and planning efforts on POW in the coming two years.
- Update from POW-based Red Cross volunteers.
- Agreed to send a letter of support to the state asking it to continue PSP testing at the state laboratory.
- Declined to comment on the proposed humpback whale critical habitat designation, due to the lack of time fully consider the matter. Individual communities agreed to consider adding their comments to the record by this Friday's deadline.
- Heard concern from the City of Whale Pass regarding viability of the Neck Lake coho release.
- Election of Officers. I will serve as POWCAC chairman for 2020.

8. PeaceHealth Meeting

- a. Tenant improvements.** I met on January 28 with representatives from PeaceHealth, including a PeaceHealth staff member from Ketchikan. PeaceHealth proposes two small-scale physical changes to the reception area of the building to better serve patients. I responded that the city is supportive of the proposed renovations. I added that I view the changes as tenant improvements and stated that PeaceHealth should fund the project. I offered to provide copies of the original design drawings of the building to facilitate the work.

- b. **Ten-Year Anniversary.** During the meeting I was reminded that the Prince of Wales Health Care Center building opened ten years ago this April. Local staff would like to plan an event to recognize the milestone, to include the other tenants in the building, and the city as landlord. I replied that we would like to participate in some event recognizing the anniversary.

9. Public Records Requests

The city received two requests recently for city documents, one requesting records of dogs and cats “entering the City of Craig Animal Control facility by intake type and total dispositions by outcome type”; the other requesting correspondence between “City of Craig officials” and “the law firm of Robertson, Monagle & Eastaugh from January 1, 2017” to the present. Each city council member and the mayor are identified by name in the request. It appears that the requestor, an organization identifying itself as “ACCOUNTABLE.us”, is focused on Tongass National Forest issues. Staff will follow up on these requests.

10. Objections Filed in Response to Transfer of Marijuana Retail License

The city recently received e-mail copies of objections filed to the recent request to transfer the local marijuana retail license to a new majority owner. The objection appears to stem from lingering hostilities between the person objecting and the proposed transferee, dating back to events in 2017. The objections were sent to the Alaska Alcohol and Marijuana Control office in Anchorage, and copied to the city.

11. City Anniversary

March 1, 2022 is the 100th anniversary of the incorporation of the City of Craig. While that date is still two years away, I recommend that the council begin thinking now about how it would like to recognize the event.

12. Travel Schedule

February 3-6: To Juneau for SE Conference Mid-Session Summit.

CITY OF CRAIG
MEMORANDUM

January 30, 2020

To: City Council

From: Sheri Purser, Treasurer

Re: Monthly Report

The January monthly financial reports are included in this report.

Budgeting worksheets and schedules have been sent out to the Dept. Heads. Attached in this report is the schedule for budgeting this year. We need to appoint a budget committee at this meeting.

With the end of January, the W-2s have been issued to employees and submitted to social security administration. The vendors' 1099 were mailed and submitted to the IRS.

The contract assessors, Horan & Associates are planning on coming February 17th to do the 2020 field work for the property tax assessments.

The school was paid its annual support of \$550,600.

If you have any questions please contact me at finance@craigak.com



Fiscal Year 2021
Budget Calendar

February 6, 2019	Budget Committee Selection
February 7, 2019	City Administrator & Treasurer estimate revenues
February 18, 2019 – February 28, 2019	City Administrator & Treasurer meet with department managers
March 6, 2019	Meet with Budget Committee
March 23 – April 3, 2019	City Administrator and Treasurer follow up meeting with department managers
March 30, 2019 – April 30, 2019	Meet with Budget Committee
May 7, 2019	Submit to City Council for first reading
May 21, 2019	Submit to City Council for second reading
May 26, 2019	Distribute adopted budget to public and department managers

City of Craig, Inc.
02. Craig Gov Revenue

December 31, 2019

	M-T-D Actual	Y-T-D Actual	Budget	Variance	% of Budget
01 00.4000.00 000 Property Tax	0	658,478	(655,300)	1,313,778	(100)
01 00.4050.00 000 Sales Tax	33,105	1,130,542	(1,613,250)	2,743,792	(70)
01 00.4060.00 000 Liquor Sales Tax	2,627	74,031	(120,000)	194,031	(62)
01 00.4065.00 000 Transient Room Tax	0	23,828	(30,000)	53,828	(79)
01 00.4080.00 000 Sales Tax Penalties	0	102	0	102	0
Total Local Taxes	35,732	1,886,981	(2,418,550)	4,305,531	(78)
01 00.4100.00 000 Property PILT Funding	0	312,174	(289,500)	601,674	(108)
01 00.4110.00 000 State Revenue Sharing	0	90,507	(90,019)	180,526	(101)
01 00.4111.00 000 Liquor Revenue Sharing	0	1,000	(4,000)	5,000	(25)
01 00.4112.00 000 Fish Bus Tax - DOR	144,432	144,432	(80,000)	224,432	(181)
01 00.4120.00 000 Shared Fish Tax - DCED	0	0	(4,000)	4,000	0
Total State Revenue	144,432	548,113	(467,519)	1,015,632	(117)
01 00.4220.00 000 EMS Service Fees	10,510	38,006	(60,000)	98,006	(63)
01 00.4250.00 000 EMS Training Fees	0	0	(1,000)	1,000	0
01 00.4255.00 000 EMS Estimated NonCollectable	0	0	30,000	(30,000)	0
01 00.4260.00 000 Aquatic Center Revenue	5,345	32,908	(55,000)	87,908	(60)
01 00.4270.00 000 Library Fees	0	951	(1,000)	1,951	(95)
01 00.4275.00 000 Recreation Revenue	2,139	8,899	(17,000)	25,899	(52)
01 00.4280.00 000 Senior Card Fees	0	650	(3,000)	3,650	(22)
01 00.4620.00 000 Taxi Permit Fees	0	0	(100)	100	0
01 00.4640.00 000 Building Permit Fees	30	600	0	600	0
01 00.4644.00 000 Access Permit Fees	0	6,236	(8,000)	14,236	(78)
01 00.4646.00 000 PSN Road Maintenance	0	0	(18,000)	18,000	0
Total Permits & Fees	18,024	88,250	(133,100)	221,350	(66)
01 00.4300.00 000 Property Lease/Rentals	4,233	25,634	(72,000)	97,634	(36)
01 00.4310.00 000 Equipment Rentals	0	(50)	0	(50)	0
01 00.4400.00 000 Material Sales	0	0	(1,000)	1,000	0
01 00.4410.00 000 Equipment Sales	0	6,620	0	6,620	0
01 00.4450.00 000 K Salmon Hatchery Support	0	8,500	0	8,500	0
Total Local Revenue	4,233	40,704	(73,000)	113,704	(56)
01 00.4700.00 000 Police-Fines,Citation	1,319	3,610	(10,000)	13,610	(36)
01 00.4703.00 000 Motor Vehicle Commission	3,425	35,316	(60,000)	95,316	(59)
01 00.4715.00 000 POLICE-DRUG FORFEITURE	21,536	21,536	0	21,536	0
01 00.4650.00 000 State Trooper Dispatch	0	4,625	(7,200)	11,825	(64)
01 00.4660.00 000 State Jail Contract Revenue	0	89,381	(357,524)	446,905	(25)
01 00.4665.00 000 Klawock Dispatch	4,424	26,544	(53,088)	79,632	(50)
01 00.4670.00 000 Forest Service Dispatch	0	0	(3,000)	3,000	0
Total Public Safety Funds	30,704	181,012	(490,812)	671,824	(37)
01 00.4800.00 000 Interest Income (CKNG & CD)	0	0	(34,000)	34,000	0
01 00.4820.00 000 Interest Income (A/R)	145	1,088	(1,000)	2,088	(109)
01 00.4900.00 000 Misc Revenue	226	4,765	(5,000)	9,765	(95)
01 00.4910.00 000 Donations Received	1,000	1,010	0	1,010	0
Total Other Revenue	1,371	6,863	(40,000)	46,863	(17)
Total Revenues	\$ 234,496	\$ 2,751,923	\$ (3,622,981)	\$ 6,374,904	\$ (76)

City of Craig, Inc.
Revenue and Expense MTD and YTD
December 31, 2019

	Month to Date	Y-T-D Current Year	Y-T-D Encumbrance	Total	Budget	Variance	% of Budget
00							
Total Personnel	0	0	0	0	0	0	0.00
Total Personnel Benefits	0	0	0	0	0	0	0.00
Total Contract Services	0	8,600	0	8,600	0	(8,600)	0.00
Total Personnel Misc.	0	0	0	0	0	0	0.00
Total Material & Supplies	63	99	6,897	6,996	0	(6,996)	0.00
Total Utilities	0	0	0	0	0	0	0.00
Total Maintenance	0	0	0	0	0	0	0.00
Total Misc.	0	85	0	85	0	(85)	0.00
Total Capital Assets	0	0	0	0	0	0	0.00
Total Expenditures	<u>63</u>	<u>8,784</u>	<u>6,897</u>	<u>15,681</u>	<u>0</u>	<u>(15,681)</u>	<u>0.00</u>
11 Administration							
Total Personnel	23,073	162,858	0	162,858	331,058	168,200	49.19
Total Personnel Benefits	7,353	53,635	0	53,635	134,503	80,868	39.88
Total Contract Services	13,179	88,423	2,305	90,727	142,550	51,823	63.65
Total Personnel Misc.	326	13,513	2,372	15,885	11,745	(4,140)	(134.25)
Total Material & Supplies	3,361	13,073	1,028	14,100	9,500	(4,600)	(147.42)
Total Utilities	1,513	8,134	0	8,134	19,592	11,458	41.52
Total Maintenance	445	1,198	0	1,198	3,260	2,062	36.75
Total Misc.	5,762	17,465	0	17,465	25,778	8,313	67.75
Total Capital Assets	0	199	(199)	0	6,000	6,000	0.00
Total Expenditures	<u>55,012</u>	<u>358,498</u>	<u>5,506</u>	<u>364,002</u>	<u>683,986</u>	<u>319,984</u>	<u>53.22</u>
12 Council							
Total Personnel	502	4,593	0	4,593	13,500	8,907	34.02
Total Personnel Benefits	385	3,932	0	3,932	17,634	13,702	22.30
Total Contract Services	0	550	0	550	950	400	57.89
Total Personnel Misc.	(180)	6,038	1,312	7,350	2,050	(5,300)	(357.54)
Total Material & Supplies	0	183	0	183	0	(183)	0.00
Total Utilities	0	0	0	0	0	0	0.00
Total Maintenance	0	0	0	0	0	0	0.00
Total Misc.	0	0	0	0	220	220	0.00
Total Capital Assets	0	0	0	0	0	0	0.00
Total Expenditures	<u>707</u>	<u>15,296</u>	<u>1,312</u>	<u>16,608</u>	<u>34,354</u>	<u>17,746</u>	<u>48.34</u>
13 Planning							
Total Personnel	5,652	36,975	0	36,975	45,759	8,784	80.80
Total Personnel Benefits	1,734	10,313	0	10,313	17,694	7,381	58.29
Total Contract Services	3,196	7,052	12,579	19,631	5,800	(13,831)	(337.47)
Total Personnel Misc.	0	604	0	604	0	(604)	0.00
Total Material & Supplies	0	726	0	726	1,000	274	72.60
Total Utilities	0	0	0	0	0	0	0.00
Total Maintenance	0	0	0	0	0	0	0.00
Total Misc.	0	601	0	601	765	164	78.56
Total Capital Assets	0	0	0	0	0	0	0.00
Total Expenditures	<u>10,582</u>	<u>56,271</u>	<u>12,579</u>	<u>68,850</u>	<u>71,018</u>	<u>2,168</u>	<u>96.95</u>
14 Parks & Facilities							
Total Personnel	10,875	71,570	0	71,570	124,005	52,435	57.72
Total Personnel Benefits	4,416	27,701	0	27,701	69,459	41,758	39.88
Total Contract Services	865	3,924	(129)	3,795	7,800	4,005	48.65

City of Craig, Inc.
Revenue and Expense MTD and YTD
December 31, 2019

	Month to Date	Y-T-D Current Year	Y-T-D Encumbrance	Total	Budget	Variance	% of Budget
Total Personnel Misc.	0	119	0	119	0	(119)	0.00
Total Material & Supplies	1,295	15,016	752	15,767	16,200	433	97.33
Total Utilities	1,698	8,305	0	8,305	16,609	8,304	50.00
Total Maintenance	0	0	0	0	10,000	10,000	0.00
Total Misc.	0	816	(819)	(3)	11,968	11,971	(0.03)
Total Capital Assets	0	0	0	0	13,400	13,400	0.00
Total Expenditures	<u>19,149</u>	<u>127,451</u>	<u>(196)</u>	<u>127,254</u>	<u>269,441</u>	<u>142,187</u>	<u>47.23</u>

15 Public Works

Total Personnel	12,265	71,683	0	71,683	153,242	81,559	46.78
Total Personnel Benefits	6,597	37,338	0	37,338	107,017	69,679	34.89
Total Contract Services	229	276	0	276	8,220	7,944	3.36
Total Personnel Misc.	14	180	0	180	0	(180)	0.00
Total Material & Supplies	5,764	59,812	6,694	66,506	25,750	(40,755)	(257.28)
Total Utilities	352	6,904	0	6,904	18,986	12,082	36.36
Total Maintenance	3,255	33,408	3,528	36,936	25,000	(11,936)	(146.74)
Total Misc.	0	10	0	10	7,798	7,788	0.13
Total Capital Assets	0	0	0	0	0	0	0.00
Total Expenditures	<u>28,476</u>	<u>209,611</u>	<u>10,222</u>	<u>219,833</u>	<u>346,013</u>	<u>126,181</u>	<u>63.53</u>

16 Police

Total Personnel	43,206	263,676	0	263,676	549,338	285,662	48.00
Total Personnel Benefits	21,778	120,273	0	120,273	321,619	201,346	37.40
Total Contract Services	65	223	0	223	3,825	3,602	5.83
Total Personnel Misc.	1,752	2,542	0	2,542	5,350	2,808	47.51
Total Material & Supplies	3,846	26,615	10,009	36,624	43,000	6,376	85.17
Total Utilities	1,315	10,663	0	10,663	29,742	19,079	35.85
Total Maintenance	105	105	0	105	0	(105)	0.00
Total Misc.	193	(24,653)	7,529	(17,123)	29,714	46,837	(57.63)
Total Capital Assets	0	0	0	0	40,000	40,000	0.00
Total Expenditures	<u>72,260</u>	<u>399,444</u>	<u>17,538</u>	<u>416,983</u>	<u>1,022,588</u>	<u>605,605</u>	<u>40.78</u>

17 EMS

Total Personnel	9,336	62,528	0	62,528	106,493	43,965	58.72
Total Personnel Benefits	3,649	20,610	0	20,610	57,661	37,051	35.74
Total Contract Services	1,108	5,752	696	6,447	3,400	(3,047)	(188.62)
Total Personnel Misc.	0	0	477	477	5,000	4,523	9.54
Total Material & Supplies	1,115	6,367	11	6,378	16,300	9,923	39.13
Total Utilities	669	3,719	0	3,719	6,300	2,581	59.03
Total Maintenance	0	176	0	176	0	(176)	0.00
Total Misc.	0	0	0	0	6,351	6,351	0.00
Total Capital Assets	0	1,295	1,461	2,756	650	(2,106)	(423.00)
Total Expenditures	<u>15,877</u>	<u>100,447</u>	<u>2,645</u>	<u>103,091</u>	<u>202,155</u>	<u>99,065</u>	<u>51.00</u>

18 Fire Department

Total Personnel	0	0	0	0	0	0	0.00
Total Personnel Benefits	0	0	0	0	4,186	4,186	0.00
Total Contract Services	0	0	0	0	3,800	3,800	0.00
Total Personnel Misc.	0	25	0	25	2,700	2,675	0.93
Total Material & Supplies	0	5,012	0	5,012	6,400	1,388	78.31
Total Utilities	871	2,680	0	2,680	5,980	3,300	44.82
Total Maintenance	0	0	0	0	3,000	3,000	0.00
Total Misc.	0	0	0	0	4,827	4,827	0.00

City of Craig, Inc.
Revenue and Expense MTD and YTD
December 31, 2019

	Month to Date	Y-T-D Current Year	Y-T-D Encumbra nce	Total	Budget	Variance	% of Budget
Total Capital Assets	0	0	0	0	8,700	8,700	0.00
Total Expenditures	871	7,717	0	7,717	39,593	31,876	19.49
19 Library							
Total Personnel	5,067	32,127	0	32,127	64,907	32,780	49.50
Total Personnel Benefits	2,400	14,390	0	14,390	39,007	24,617	36.89
Total Contract Services	65	65	380	445	2,800	2,355	15.89
Total Personnel Misc.	0	0	0	0	0	0	0.00
Total Material & Supplies	3,952	20,722	779	21,499	9,270	(12,229)	(230.92)
Total Utilities	546	2,973	0	2,973	11,227	8,254	26.48
Total Maintenance	0	0	0	0	1,400	1,400	0.00
Total Misc.	400	400	(400)	0	1,750	1,750	0.00
Total Capital Assets	0	0	0	0	0	0	0.00
Total Expenditures	12,430	70,677	759	71,434	130,361	58,927	54.80
21 Sewer							
Total Personnel	6,771	45,239	0	45,239	75,938	30,699	59.57
Total Personnel Benefits	3,420	22,221	0	22,221	52,563	30,342	42.27
Total Contract Services	430	2,490	0	2,490	7,800	5,310	31.92
Total Personnel Misc.	0	0	0	0	1,280	1,280	0.00
Total Material & Supplies	408	6,027	2,470	8,497	8,350	(147)	(100.76)
Total Utilities	143	16,471	0	16,471	71,963	55,492	22.89
Total Maintenance	0	0	0	0	4,000	4,000	0.00
Total Misc.	0	0	0	0	5,450	5,450	0.00
Total Capital Assets	0	58,947	0	58,947	64,996	6,049	90.69
Total Expenditures	11,172	151,395	2,470	153,865	292,340	138,475	52.63
22 Water							
Total Personnel	11,778	80,533	0	80,533	131,908	51,375	61.05
Total Personnel Benefits	5,193	34,138	0	34,138	81,029	46,891	42.13
Total Contract Services	315	3,764	12,566	16,330	85,000	68,670	19.21
Total Personnel Misc.	3,333	4,426	(1,864)	2,562	3,935	1,373	65.11
Total Material & Supplies	4,389	52,931	2,857	55,790	57,475	1,685	97.07
Total Utilities	245	19,244	0	19,244	57,400	38,156	33.53
Total Maintenance	0	0	0	0	10,000	10,000	0.00
Total Misc.	0	0	0	0	8,850	8,850	0.00
Total Capital Assets	0	27,479	(3,491)	23,988	119,506	95,518	20.07
Total Expenditures	25,253	222,515	10,068	232,585	555,103	322,518	41.90
23 Garbage							
Total Personnel	3,864	21,829	0	21,829	37,896	16,067	57.60
Total Personnel Benefits	2,537	14,617	0	14,617	38,442	23,825	38.02
Total Contract Services	0	99,228	0	99,228	207,500	108,272	47.82
Total Personnel Misc.	0	0	0	0	0	0	0.00
Total Material & Supplies	46	1,468	0	1,468	9,300	7,832	15.78
Total Utilities	0	129	0	129	500	371	25.80
Total Maintenance	0	0	0	0	5,000	5,000	0.00
Total Misc.	0	0	0	0	3,500	3,500	0.00
Total Capital Assets	0	0	0	0	25,000	25,000	0.00
Total Expenditures	6,447	137,271	0	137,271	327,138	189,867	41.96
24 Recreation							
Total Personnel	3,677	24,804	0	24,804	53,362	28,558	46.48

City of Craig, Inc.
Revenue and Expense MTD and YTD
December 31, 2019

	Month to Date	Y-T-D Current Year	Y-T-D Encumbr ance	Total	Budget	Variance	% of Budget
Total Personnel Benefits	1,609	10,965	0	10,965	25,771	14,806	42.55
Total Contract Services	100	2,202	0	2,202	3,600	1,398	61.17
Total Personnel Misc.	0	0	0	0	0	0	0.00
Total Material & Supplies	1,425	2,653	0	2,653	2,000	(653)	(131.65)
Total Utilities	1,920	6,098	0	6,098	17,140	11,042	35.58
Total Maintenance	0	0	0	0	0	0	0.00
Total Misc.	0	0	0	0	4,630	4,630	0.00
Total Capital Assets	0	108	0	108	3,500	3,392	3.09
Total Expenditures	8,731	46,830	0	46,830	110,003	63,173	42.57

25 Aquatic Center

Total Personnel	10,994	76,669	0	76,669	156,536	79,867	48.98
Total Personnel Benefits	6,670	39,017	0	39,017	128,834	89,817	30.28
Total Contract Services	130	913	0	913	4,700	3,787	19.43
Total Personnel Misc.	38	377	0	377	8,820	8,443	4.27
Total Material & Supplies	4,862	9,715	(3,986)	5,729	20,200	14,471	28.36
Total Utilities	6,179	50,122	0	50,122	131,920	81,798	37.99
Total Maintenance	0	570	0	570	4,800	4,230	11.88
Total Misc.	0	0	0	0	10,800	10,800	0.00
Total Capital Assets	335	101,925	0	101,925	140,684	38,759	72.45
Total Expenditures	29,208	279,308	(3,986)	275,322	607,294	331,972	45.34

27 Harbor

Total Personnel	12,319	80,173	0	80,173	129,538	49,365	61.89
Total Personnel Benefits	5,536	33,551	0	33,551	75,695	42,145	44.32
Total Contract Services	0	0	0	0	2,850	2,850	0.00
Total Personnel Misc.	0	2,716	250	2,966	4,350	1,384	68.18
Total Material & Supplies	3,041	10,529	(1,638)	8,892	18,445	9,553	48.21
Total Utilities	910	14,806	0	14,806	62,868	48,062	23.55
Total Maintenance	632	4,044	300	4,344	14,400	10,056	30.17
Total Misc.	517	11,502	0	11,502	24,500	12,998	46.95
Total Capital Assets	0	133,006	(3,286)	129,720	0	(129,720)	0.00
Total Expenditures	22,955	290,327	(4,374)	285,954	332,646	46,693	85.96

28 JTB Industrail Park

Total Personnel	2,629	56,954	0	56,954	88,625	31,671	64.26
Total Personnel Benefits	1,432	12,624	0	12,624	38,873	26,249	32.47
Total Contract Services	0	2,163	0	2,163	15,500	13,337	13.95
Total Personnel Misc.	0	(335)	335	0	0	0	0.00
Total Material & Supplies	39	9,335	(855)	8,480	17,800	9,320	47.64
Total Utilities	116	30,074	0	30,074	52,782	22,708	56.98
Total Maintenance	151	8,215	2,549	10,764	4,000	(6,764)	(268.10)
Total Misc.	0	0	0	0	12,325	12,325	0.00
Total Capital Assets	0	0	0	0	0	0	0.00
Total Expenditures	4,367	119,030	2,029	121,059	229,905	108,846	52.66

29 Ward Cove Cannery

Total Personnel	0	0	0	0	0	0	0.00
Total Personnel Benefits	0	0	0	0	0	0	0.00
Total Contract Services	0	0	0	0	0	0	0.00
Total Personnel Misc.	0	0	0	0	0	0	0.00
Total Material & Supplies	0	5	0	5	880	875	0.57

City of Craig, Inc.
Revenue and Expense MTD and YTD
December 31, 2019

	Month to Date	Y-T-D Current Year	Y-T-D Encumbrance	Total	Budget	Variance	% of Budget
Total Utilities	0	827	0	827	3,100	2,273	26.68
Total Maintenance	0	0	0	0	1,000	1,000	0.00
Total Misc.	0	0	0	0	1,020	1,020	0.00
TotalCapital Assets	24	1,236	0	1,236	1,000	(236)	(122.60)
Total Expenditures	24	2,068	0	2,068	7,000	4,932	29.54
31 PSN Hatchery							
Total Personnel	0	0	0	0	0	0	0.00
Total Personnel Benefits	0	0	0	0	0	0	0.00
TotalContract Services	0	28,000	0	28,000	0	(28,000)	0.00
TotalPersonnel Misc.	0	0	0	0	0	0	0.00
Total Material & Supplies	0	0	0	0	0	0	0.00
Total Utilities	0	0	0	0	0	0	0.00
Total Maintenance	0	0	0	0	0	0	0.00
Total Misc.	0	0	0	0	0	0	0.00
TotalCapital Assets	0	0	0	0	0	0	0.00
Total Expenditures	0	28,000	0	28,000	0	(28,000)	0.00
40 Equipment							
Total Personnel	0	0	0	0	0	0	0.00
Total Personnel Benefits	0	0	0	0	0	0	0.00
TotalContract Services	0	0	0	0	0	0	0.00
TotalPersonnel Misc.	0	0	0	0	0	0	0.00
Total Material & Supplies	0	0	0	0	0	0	0.00
Total Utilities	0	0	0	0	0	0	0.00
Total Maintenance	0	0	0	0	0	0	0.00
Total Misc.	0	0	0	0	0	0	0.00
TotalCapital Assets	0	5	0	5	0	(5)	0.00
Total Expenditures	0	5	0	5	0	(5)	0.00
99 Inter Governmental Transfers							
Total Personnel	0	0	0	0	0	0	0.00
Total Personnel Benefits	0	0	0	0	0	0	0.00
TotalContract Services	0	0	0	0	0	0	0.00
TotalPersonnel Misc.	0	0	0	0	0	0	0.00
Total Material & Supplies	0	0	0	0	0	0	0.00
Total Utilities	0	0	0	0	0	0	0.00
Total Maintenance	0	0	0	0	0	0	0.00
Total Misc.	0	0	0	0	0	0	0.00
TotalCapital Assets	0	607	0	607	0	(607)	0.00
Total Expenditures	0	607	0	607	0	(607)	0.00

City Of Craig

Memorandum

To: Mayor Tim O'Connor; Craig City Council

From: Jessica Holloway; Aquatic Manager

Date: January 30, 2020

RE: February Report

The Aquatic Center has filled the vacant full time Lifeguard II position. We hired Aspen Hansen on a temporary basis. Currently she is planning to work with us until we shut down. We are excited to have her join the team. Aspen will be learning how to teach lessons and will also participate in the junior lifeguarding program over spring break.

The Wave Runners had their home meet in January. There were a lot of records set and a lot of times made for age groups. Age groups are taking place in February in Ketchikan. The swim team is performing beautifully, and seems to be having fun while doing it. Jon and I met with Jen the president of the team to renew the annual contract between the city and the team. A few changes were made due to raising costs and more pool time wishes. Everything seems to be good to go on that front.

Chris has been offered a couple of great opportunities this summer while we are shut down. The first is he applied and was taken on as an assistant coach for the Zones meet. This was something that he tried to do last year but they were looking for a female since they had already and two male coaches. He was then offered it again but had already made plans to swim in South Korea so this is something he has wanted for a while. The second is that he is joining a program that will take him to St Lucia to with other instructors to coach and teach kids that otherwise would not be taught. This is an 8 week program and he gets to live on the beach. I am jealous.

Craig swim lessons are done for this school year and we are reaching out to outlying schools now to get them going. Craig Head start has already scheduled for April.

When we reopen after our shut down this coming year we are planning on restructuring the daily schedule and the lessons schedule as well. We have mockup of what it will look like but we are still tweaking it a bit.

I am going to be out of town Friday and Saturday Feb 7th and 8th for personal time.

If you have any questions or concerns please feel free to email or call the pool.

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Planner
Date: January 30, 2020
RE: Planning Department Staff Report – February 2020

1. Craig Harbor Development. The council approved the amended planning commission and harbor committee recommendations for development of the harbor and cannery site property on January 16th.

The USACE has completed some of the survey work related to the breakwater design. Staff from eTrac, a company specializing in hydrographic surveys has made two recent trips to Craig to set monuments, do underwater mapping (bathymetric), and some geotechnical work. The city has provided some support for the contract, primarily launch, moorage, and storage of eTrac's survey vessel. We will submit these in-kind services to the USACE. These services will be credited to our portion of the project cost and matched by the USACE. For every \$1,000 of in-kind work that the city provides, the USACE is authorized to spend \$9,000 in federal dollars on the project. I will be working with harbor staff to capture our in-kind contribution and submit it to the USACE.

We will be meeting with USACE staff here in Craig on February 20th. The primary purpose of the visit will be to complete consultation between the USACE archeologist and the State Historic Preservation Officer. This is a requirement for federally funded projects. I will ask the USACE project manager to prepare a short presentation and to be available to answer questions at the February 20th city council meeting.

We are still waiting for the results of the CDBG grant application that was authorized by the council in September. Awards for this grant will be announced in February 2020.

2. School Emergency Power Project. The city received funding from the State Homeland Security Program grant to make electrical improvements and install transfer switches at the Craig Elementary, Middle, and High School. The purpose of the project is to make it easy to plug in a generator to the building to power a portion of the building for emergency purposes. The area that will be powered is based around areas needed to support emergency shelters and the size of the generator that the city owns through a previous SHSP grant (56 kW).

Sitka Electric was awarded the contract (\$54,335) for work on the elementary/middle school project and has started ordering materials and supplies to start the work. We are continuing to work on the design and bid specifications for the High School. Our goal is to have all work completed by February 29th. Design for the high school should be done in January and construction done by August 2020.

3. 2020 Capital Project Requests. The council passed the amended Capital Improvement Projects (CIP) Resolution at the meeting on January 16th.

The next action to take on capital projects for this year is to submit project nominations to the Alaska Legislature. It is my intent to submit separate projects for design and construction of the new harbor facility for consideration by the state legislature in the current legislative session for funding. This puts us in the right position if some sort of bond or other capital funding is approved for communities during the 2020 legislative session.

The CAPSIS submittals are due February 14th so we may know the results of the CDBG funding before that date. If we are approved for CDBG funding before the CAPSIS deadline we may remove that item from the submittal and concentrate on the larger construction funding item.

4. Taquan Air Lease/Waterfall Resort Access Permit for Floatplane Terminal Space. Taquan has notified us that they do not intend to change spaces in the floatplane terminal. They will continue to occupy the space that they are in and Waterfall will seasonally use the space previously occupied by Pacifica Airways.
5. Tract P Access Road. The Craig Tribal Association began construction of a new access road on Tract P from Cold Storage Road, running behind the tribal hall to Easy Street. CTA has started work at Cold Storage Road and will continue to work on the road throughout the current construction season. Planning and Public Works staff will continue to work with CTA throughout the construction project.
6. Sidewalk Development. CTA has completed most of the construction work on the sidewalk project along School Road (middle/elementary school) and along Port Bagial Blvd. Staff will continue to work with CTA on this project.
7. Tract 18 Development. CTA is continuing to work on the development of a 4-plex at Tract 18, USS 2611. CTA recently submitted the final plat for the property and was issued a building permit for construction of the 4-plex.
8. Travel and Leave Schedule: I will be on personal leave from February 28th – March 10th.

Craig FIRE & EMS
PO Box 331
Craig, AK 99921



CITY COUNCIL REPORT

FEBRUARY 6, 2020

TRAINING AND EVENTS

FIRE:

- We responded to a house fire in upper Harborview. No injuries, Fire was put out and no major damage to home.
- We look forward to the 3 day Ammonia Specific training in March for our Fire Fighters.

EMS:

- We provide a weekly training CME hour on Monday nights to everyone.
- We are preparing for the 2020 Symposium. Tons of Classes and sessions. I have attached a copy of all our sessions.
- We are working on next year's grant for Assistance to Fire Fighters. We completed the small State wildland fire grant this week which will give our firefighters nearly 7,000 in much needed equipment.
- Jon and I are also submitting our Reward Tier sheet. I hope you consider how much it would really cost us to staff the EMS department full time to adequately cover us 24 hours a day. It would be similar to the dispatchers which is roughly 260,000. Per year. We need to make it worthwhile for our volunteers to go through training and get up at 2 am for a stranger. To be gone from their homes for 2-3 hours a night every week (every few days in the summer). I really want to keep a volunteer-based service a feasible option. Thank you for your help creating this recruitment and retention program.
- Attached you will find the poster for the second half of the retention program. I will ask business owners to hang these up if they will honor a small discount for our EMS & Fire Volunteers. Please make suggestions on the wording or give me your honest feedback. I want everyone to be proud of this, and for it to be received well by local' businesses. Any comments or suggestions are welcomed.

If you have any questions please email or call me anytime.

Chaundell Piburn
Craig Fire & EMS Administrator



Volunteers
ARE THE FOUNDATION
OF OUR COMMUNITY

THIS BUSINESS PROUDLY SUPPORTS OUR FIRST RESPONDERS



Ammonia Safety & T...

📅 DATE & START TIME

3/23/2020 08:00

👤 SPEAKER(S)

Scott Melton, CEO

📁 TRACK

First Responder



Ammonia Safety & T...

📅 DATE & START TIME

3/24/2020 08:00

👤 SPEAKER(S)

Scott Melton, CEO

📁 TRACK

First Responder



Ammonia Safety & T...

📅 DATE & START TIME

3/25/2020 08:00

👤 SPEAKER(S)

Scott Melton, CEO

📁 TRACK

First Responder



Preparing your Stud...

📅 DATE & START TIME

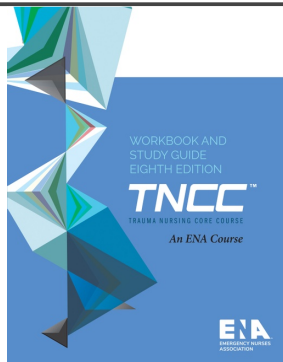
3/25/2020 08:30

👤 SPEAKER(S)

Fidel O Garcia, NRP

📁 TRACK

Instructor Manager



Trauma Nursing Cor...

📅 DATE & START TIME

3/25/2020 12:00

👤 SPEAKER(S)

Jen Twito, RN

📁 TRACK

Clinical



AHA Instructor Moni...

📅 DATE & START TIME

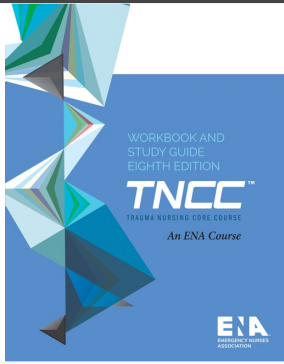
3/25/2020 12:00

👤 SPEAKER(S)

Thor Christanson

📁 TRACK

Instructor



Trauma Nursing Cor...

📅 DATE & START TIME

3/26/2020 08:00

👤 SPEAKER(S)

Jen Twito, RN

📁 TRACK

Clinical



Guardian EMS Work...

📅 DATE & START TIME

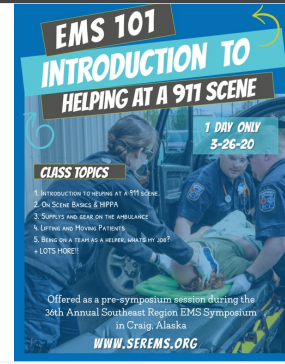
3/26/2020 08:30

👤 SPEAKER(S)

Rick Hines, BA, MICP

📁 TRACK

PreHospital BLS PreHospita



EMS 101- Jumpstart i...

📅 DATE & START TIME

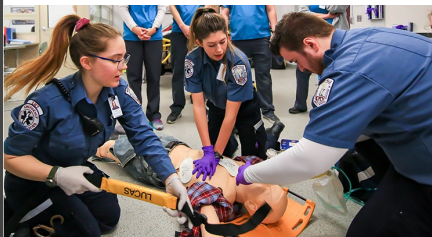
3/26/2020 08:30

👤 SPEAKER(S)

Carl Gilmore, WEMT-I-MI/C

📁 TRACK

PreHospital BLS Open Sessi



Practical Exams (EM...

📅 DATE & START TIME

3/26/2020 17:00

👤 SPEAKER(S)

📁 TRACK

PreHospital BLS PreHospita



Skills sign off - BLS ...

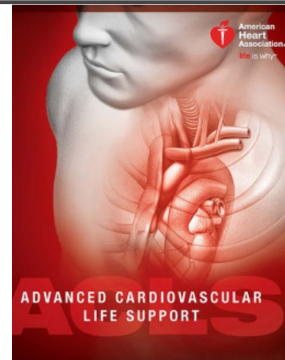
📅 DATE & START TIME

3/26/2020 17:00

👤 SPEAKER(S)

📁 TRACK

PreHospital BLS PreHospita



Skill sign off- ACLS

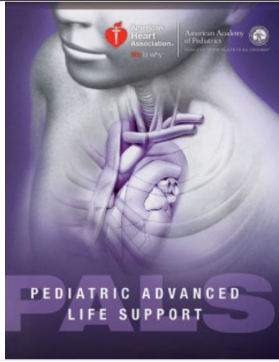
📅 DATE & START TIME

3/26/2020 17:00

👤 SPEAKER(S)

📁 TRACK

PreHospital ALS Clinical



Skills sign off - PALS

📅 DATE & START TIME

3/26/2020 17:00

👤 SPEAKER(S)

📁 TRACK

PreHospital ALS Clinical



Airlift Northwest Cli...

📅 DATE & START TIME

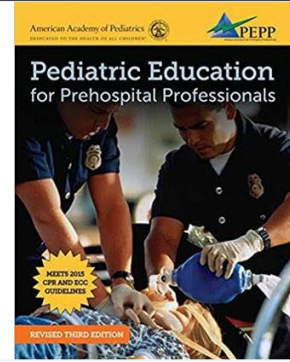
3/27/2020 03:00

👤 SPEAKER(S)

Mikaela Hagberg, RN, BSN, CEN

📁 TRACK

Clinical



Pediatric Emergenci...

📅 DATE & START TIME

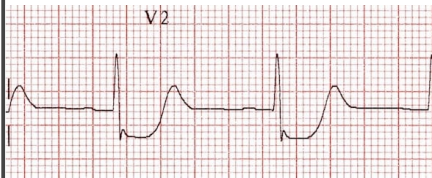
3/27/2020 08:30

👤 SPEAKER(S)

BJ Coopes, MD

📁 TRACK

PreHospital BLS PreHospita



Infarct, Injury or Isch...

📅 DATE & START TIME

3/27/2020 08:30

👤 SPEAKER(S)

Fidel O Garcia, NRP

📁 TRACK

PreHospital ALS PreHospita



Practical Medical Tra...

📅 DATE & START TIME

3/27/2020 08:30

👤 SPEAKER(S)

Carl Gilmore, WEMT-I-MI/C

📁 TRACK

First Responder Open Sessi



Welcome Dinner - H...

📅 DATE & START TIME

3/27/2020 18:00

👤 SPEAKER(S)

📁 TRACK

Open Session Clinical M



Opening Session wit...

📅 DATE & START TIME

3/28/2020 07:00

👤 SPEAKER(S)

David Carlbom, MD

📁 TRACK

Open Session



EMS Approach to O...

📅 DATE & START TIME

3/28/2020 09:20

👤 SPEAKER(S)

Tim Quigley Peterson, MD

📁 TRACK

PreHospital BLS PreHospita



1) EMT II & EMT III S...

📅 DATE & START TIME

3/28/2020 09:20

👤 SPEAKER(S)

Tim Quigley Peterson, MD

📁 TRACK

PreHospital ALS



The Silent Killer

📅 DATE & START TIME

3/28/2020 09:20

👤 SPEAKER(S)

BJ Coopes, MD

📁 TRACK

Clinical



Managing the Unus...

📅 DATE & START TIME

3/28/2020 09:20

👤 SPEAKER(S)

Rick Hines, BA, MICP

📁 TRACK

Manager PreHospital BLS



Neonatal Small grou...

📅 DATE & START TIME

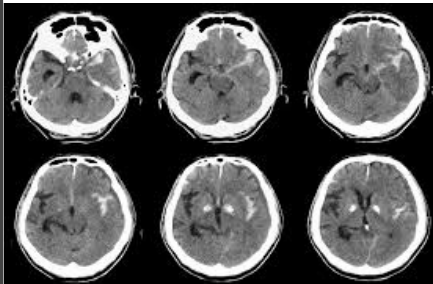
3/28/2020 09:20

👤 SPEAKER(S)

Stacy Brunquist

📁 TRACK

Clinical PreHospital ALS



Traumatic Brain Inju...

📅 DATE & START TIME

3/28/2020 10:40

👤 SPEAKER(S)

Andrew Latimer, MD

📁 TRACK

Clinical



1) The New EMT 1 Sc...

📅 DATE & START TIME

3/28/2020 10:40

👤 SPEAKER(S)

Tim Quigley Peterson, MD

📁 TRACK

PreHospital BLS



Nonaccidental Trauma

📅 DATE & START TIME

3/28/2020 10:40

👤 SPEAKER(S)

📁 TRACK

PreHospital BLS



Neonatal Small grou...

📅 DATE & START TIME

3/28/2020 10:40

👤 SPEAKER(S)

Stacy Brunquist

📁 TRACK

Clinical PreHospital ALS



EMS leadership Safe...

📅 DATE & START TIME

3/28/2020 10:40

👤 SPEAKER(S)

Aarron Reinert, NRP, MAOL

📁 TRACK

Open Session



EMS leadership Safe...

📅 DATE & START TIME

3/28/2020 11:50

👤 SPEAKER(S)

Aarron Reinert, NRP, MAOL

📁 TRACK

Open Session



PreHospital Luncheo...

📅 DATE & START TIME

3/28/2020 11:50

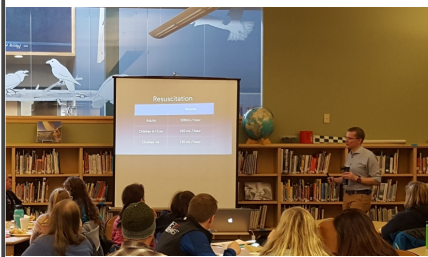
👤 SPEAKER(S)

Fidel O Garcia, NRP

📁 TRACK

PreHospital BLS

PreHospita



Clinical Cases Studie...

📅 DATE & START TIME

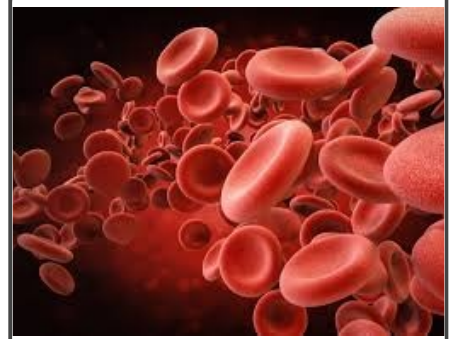
3/28/2020 11:50

👤 SPEAKER(S)

David Carlbom, MD

📁 TRACK

Clinical



Eclampsia & Postpar...

📅 DATE & START TIME

3/28/2020 13:40

👤 SPEAKER(S)

Rich Utarnachitt, MD

📁 TRACK

Clinical



Overview of Scenari...

📅 DATE & START TIME

3/28/2020 13:40

👤 SPEAKER(S)

Fidel O Garcia, NRP

📁 TRACK

Instructor

Manager



(1) Capacity & Comp...

📅 DATE & START TIME

3/28/2020 13:40

👤 SPEAKER(S)

Emily Junck, MD

📁 TRACK

PreHospital ALS



Neonatal Small grou...

📅 DATE & START TIME

3/28/2020 13:40

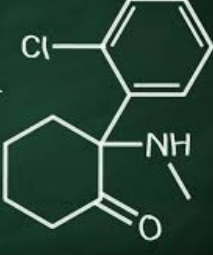
👤 SPEAKER(S)

Stacy Brunquist

📁 TRACK

Clinical

PreHospital ALS




Ketamine
C₁₃H₁₆ClNO

Ketamine: Pearls & P...

📅 DATE & START TIME
3/28/2020 14:50

👤 SPEAKER(S)
Claire Nordeen, MD

📁 TRACK
Clinical




STOP THE BLEED
SAVE A LIFE

Become a Stop the B...

📅 DATE & START TIME
3/28/2020 14:50

👤 SPEAKER(S)
Jen Twito, RN

📁 TRACK
Instructor




Working with Vacuu...

📅 DATE & START TIME
3/28/2020 14:50

👤 SPEAKER(S)
Carl Gilmore, WEMT-I-MI/C

📁 TRACK
PreHospital BLS PreHospital




1) Ocular emergenci...

📅 DATE & START TIME
3/28/2020 14:50

👤 SPEAKER(S)
Emily Junck, MD

📁 TRACK



Neonatal Small grou...

📅 DATE & START TIME
3/28/2020 14:50

👤 SPEAKER(S)
Stacy Brunquist

📁 TRACK
Clinical PreHospital ALS



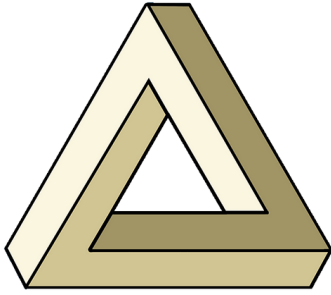
Medical Director Me...

📅 DATE & START TIME
3/28/2020 16:00

👤 SPEAKER(S)
Tim Quigley Peterson, MD

📁 TRACK
Medical Director Specific

Year	UNCL	Commercial
	Public-Use-Medical	Emergency-Use-Only
2018 YTD	188,951	112
2017	158,447	191,207
2016	151,207	179,918
2015	124,441	
2014	75,927	
2013	55,760	57,111



The Lethal Trauma T...

📅 DATE & START TIME

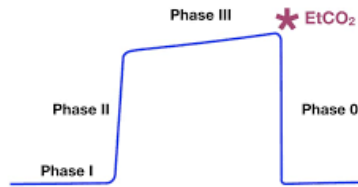
3/28/2020 16:00

👤 SPEAKER(S)

Fidel O Garcia, NRP

📁 TRACK

PreHospital ALS



The Normal Capnograph

End Tidal CO2

📅 DATE & START TIME

3/28/2020 16:00

👤 SPEAKER(S)

Carl Gilmore, WEMT-I-MI/C

📁 TRACK

PreHospital ALS



The Public Portal: Ch...

📅 DATE & START TIME

3/28/2020 16:00

👤 SPEAKER(S)

Anthony Dugan, MICP

📁 TRACK

Instructor Manager



Neonatal Small grou...

📅 DATE & START TIME

3/28/2020 16:00

👤 SPEAKER(S)

Stacy Brunquist

📁 TRACK

Clinical PreHospital ALS



36th Annual Award ...

📅 DATE & START TIME

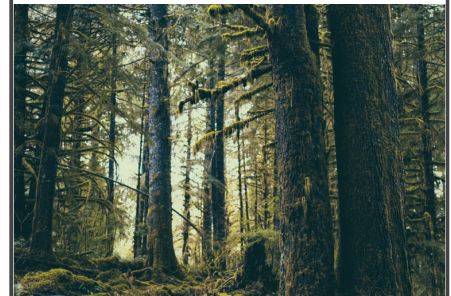
3/28/2020 18:00

👤 SPEAKER(S)

Kyle Danielson, MPH, MN, ARNI

📁 TRACK

Open Session



Keynote Address: Ky...

📅 DATE & START TIME

3/28/2020 18:10

👤 SPEAKER(S)

Kyle Danielson, MPH, MN, ARNI

📁 TRACK

Open Session



Pancake Breakfast S...

📅 DATE & START TIME

3/29/2020 08:00

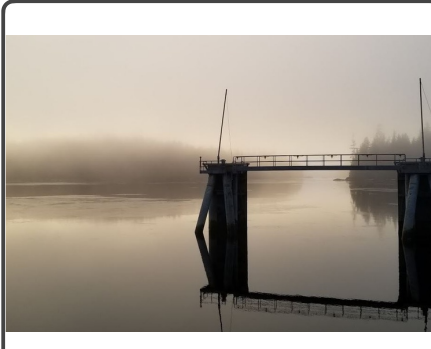
👤 SPEAKER(S)

David Carlbom, MD

📁 TRACK

PreHospital BLS

Clinical



Emotional Trauma Li...

📅 DATE & START TIME

3/29/2020 08:15

👤 SPEAKER(S)

📁 TRACK

Open Session



Walk in the Woods

📅 DATE & START TIME

3/29/2020 09:25

👤 SPEAKER(S)

Julie Anderson, CFRN, MICP

📁 TRACK

PreHospital BLS



TeamSTEPPS

📅 DATE & START TIME

3/29/2020 09:25

👤 SPEAKER(S)

Jen Twito, RN

📁 TRACK

Clinical



Complications when...

📅 DATE & START TIME

3/29/2020 09:25

👤 SPEAKER(S)

Justin Lange, DO

📁 TRACK

Clinical



Alaska EMS Assessm...

📅 DATE & START TIME

3/29/2020 09:25

👤 SPEAKER(S)

Todd McDowell, NRP Aarron F

📁 TRACK

Manager



Altered Mental Statu...

📅 DATE & START TIME

3/29/2020 10:45

👤 SPEAKER(S)

Rick Janik, RN, BSN, CFRN, CEN

📁 TRACK

Clinical



Neighbor Helping N...

📅 DATE & START TIME

3/29/2020 12:00

👤 SPEAKER(S)

Noble Anderson, MD

📁 TRACK

Manager

Medical Director



Communications Inf...

📅 DATE & START TIME

3/29/2020 12:00

👤 SPEAKER(S)

Paul Braunstein

📁 TRACK



Lessons Learned fro...

📅 DATE & START TIME

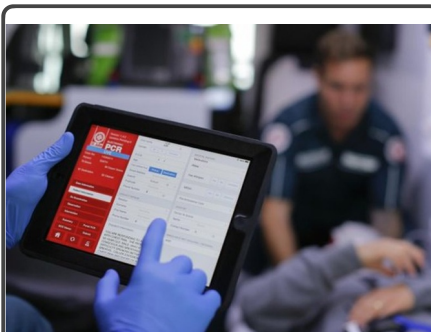
3/29/2020 13:40

👤 SPEAKER(S)

Julie Anderson, CFRN, MICP

📁 TRACK

Clinical



Trauma Registry Req...

📅 DATE & START TIME

3/29/2020 13:40

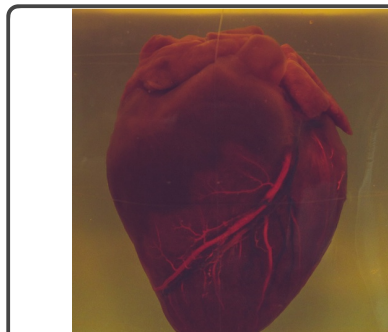
👤 SPEAKER(S)

Anthony Dugan, MICP

📁 TRACK

Instructor

Manager



Acute Heart failure ...

📅 DATE & START TIME

3/29/2020 13:40

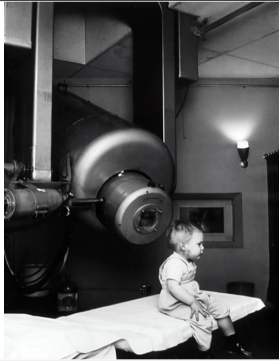
👤 SPEAKER(S)

David Murphy, MD

📁 TRACK

PreHospital BLS

PreHospita



Pediatric Respiratory...

📅 DATE & START TIME

3/29/2020 13:40

👤 SPEAKER(S)

Betty Yang, MD

📁 TRACK

PreHospital ALS PreHospita



Managing Aftercare ...

📅 DATE & START TIME

3/29/2020 14:50

👤 SPEAKER(S)

Al Badgley, EMT3

📁 TRACK

PreHospital BLS PreHospita



Panel Discussion on ...

📅 DATE & START TIME

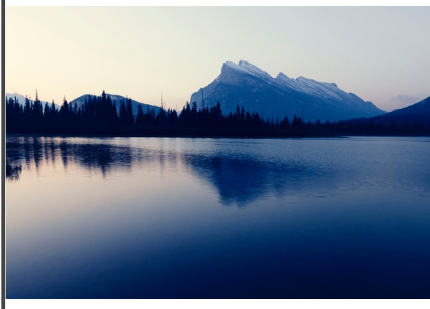
3/29/2020 14:50

👤 SPEAKER(S)

Tim Quigley Peterson, MD Jus

📁 TRACK

Clinical



Closing comments- ...

📅 DATE & START TIME

3/29/2020 16:15

👤 SPEAKER(S)

David Carlbom, MD

📁 TRACK

Open Session



To: Craig City Council

From: Hans Hjort, Harbor Master

Date: January 30, 2020

RE: February Staff Report

Harbor department report February 2020

The North Cove lighting has been having some issues. With the help of the engineer that designed the system we now seem to have solved the problem.

South cove harbor will be getting LED upgrades soon. We are working with a lighting supply store in Anchorage to get bulbs that will fit in our existing fixtures. We have one bulb on order. We will try the bulb for a week or so and then order the 20 bulbs needed to retrofit the entire system.

We have started working on a project to upgrade our boat stands. We are welding 3 inch steel discs to the foot of each stand. This will keep the feet from sinking into the gravel and putting holes in the tarps. It will take a while to get all of them done but we will work on them as time allows and should be able to finish by late spring.

The ice house improvement project has kept me busy. I have been researching all of our options as well as talking to other ice house operators about what our best options are.

We have been working with the three engineer firms that are submitting proposals to work on the harbor conditions and needs assessment.

The cold weather has also kept us busy with water leaks. At this time all water systems are up and running without any leaks.

We have also been working with AP&T on power pedestal maintenance. We are close to being done with North cove harbor.

We continue to have ice available to the commercial fleet.

1/1/2020 – 1/29/2020

Volunteer Hours: 26

Patron Visits: 936

Circulation: 2367

Computer Usage: 174

Tests Proctored: 0

Meetings: 7

Alaska Digital Library Usage: 71

Story Times: 7 Attendance: 67

Inter-Library Loans: 50

Library Programs:

- Every Friday, 10:00 am: Preschool Story Time
- Every Friday, 11:00 am: Head Start Story Time
- Dolly Parton Imagination Library—Continuous Registrations
- January 25th, 10:30: Book Club – [The Alice Network](#)
- January 27th, 10:00am: Baby Bookworm Program
- Monday Evenings: Cub Scout and Girl Scout meetings

Slow Winter

Once the holidays wrapped up, we hit a pretty slow season here at the library. Between the bad weather and the end of the Winter Reading Program, we have had relatively few patrons coming in. While it's always nice to have a full library, slower days meant catching up on a lot of "housekeeping"! I have been working through our state grant and IMLS grant to finish spending those funds; we ordered over 100 new movies and have received and processed most of those, as well as several dozen donated movies. We have received and processed dozens of new books and will order more in February. We have finally received and processed the last of our new audiobooks (228 titles!) through last year's Rasmuson grant; that collection is far more exciting and inviting than it used to be! I hope to have regularly scheduled OWL programming again starting in February, and I am also planning to start a book club for homeschooled students (per a patron's request).

January 23rd marked 18 months since I started working here, and I am more grateful than ever to be the Library Director for the City of Craig!

**CITY OF CRAIG
MEMORANDUM**



Date: January 30th, 2020
To: Honorable Tim O'Connor, Craig City Council
Fr: RJ Ely, Police Chief
Re: Staff Report / January 2020 *RJ Ely*

ACTIVITY

Activity from January 1, 2020 through January 29, 2020 Dispatch Center took the following amount of calls for service.

Craig	731
Klawock	353
AST	8

DEPARTMENT OF MOTOR VEHICLES

Running smooth, no issues and drop offs are still utilized daily

DISPATCHER(S)

Fully staffed / two dispatchers are going through Jail Guard Certification

OFFICER(S)

Down two positions, accepting applications, conducting backgrounds and as of today, no candidates meet department standards to make an officer. Will continue to work towards filling both positions.

OTHER

Have secured funding, to send one employee to Evidence / Property Training, in Anchorage, March of this year.

After four years, we have received a large amount of money deposited from a 2015 drug case. More funds are anticipated, once other items have been sold.

Either Sgt. Medina or I will attend the 2020 Spring Emergency Management Conference & Local Emergency Planning in Anchorage.

Working with DOC / Department of Corrections, pertaining to possible increase in funding for Craig Jail. Currently, State gives out 7 Million, to be divided up between 15 contract jails. With current jail mandates and if we increase length of time we hold, we could see an increase of funding. Also seeking out other funding sources, for possible funding towards a new police building and jail.

Public works Report

Streets and Alleys:

- a. Snow removal and sanding as required.
- b. Street signs replaced as required.
- c. Catch basin clearing as needed.
- d. Downed trees removed from City streets as required.

Sewer:

- a. Daily and Monthly General maintenance and sampling at the wastewater treatment plant as required.
- b. Responded to power outages as required.
- c. Monthly Sludge removal as required. 11.14.2019
- d. Cold storage lift station repaired. 12.05.2019

Water:

- a. Daily and Monthly General maintenance and sampling at the water treatment plant and distribution system as required.
- b. Water meter repair and/or replace as required.
- c. Monthly Bacti samples collected as required.
- d. Quarterly TTHM&HAA5 samples collected as required.
- e. Continuous work with radio read meter system.

Equipment:

Solid Waste:

- a. Weekly pick-up process performed as require.
- b. Individual garbage can pick-up trial for three months, for 200 and 400 block of Shaan Seet was started January 2nd, 2020.

Requests:

Projects:

- a. Safety Program review (work in progress)
- b. New soda ash machine for water treatment plant(work in progress)
- c. North & South Cove Harbors back-flow preventer installation project bid(work in progress)

City of Craig Recreation Department
826-2575
craigrec@aptalaska.net
Victoria Merritt, Director



Dear Mayor O'Connor and Council Members,

Winter is here. The Winter Coed 4on 4 Volleyball league is up and running. We have 6 teams and play Monday, Wednesday and Thursday with Tuesdays available for open gym. This is a highly competitive league with well matched teams. Thanks to Jos'e Cevera for all of his help.



Allison Fargo is using her dance degree and teaching one 50 children Ballet. We meet every Saturday and will have a recital on March 14 at the Craig High School.



After School has been a bit slow. Skating has picked up. Karate is in full swing. Magic and games are well attended on Saturday afternoon and evening. We postponed the teen night. Will have a scrabble afternoon on Feb 8 from 1pm to 3 or 4. Rec Center is looking good. Pilar is working out well. She has been sick this past week. Looking forward to more fun programs. I will be gone March 16-27 for my cancer check up and vacation. Thanks for giving me such a fun and rewarding job. Submitted by Victoria Merritt.



Parks & Public Facilities

1/31/2020

Staff Report – January 2020

To: Craig Mayor and City Council

From: Douglas Ward

Current Projects Underway:

1. Propane Boilers at Aquatic Center.
2. Medical Center Parking LED lighting upgrade.
3. Snow removal at city facilities.
4. EMS oxygen machine repair.
5. North Cove cameras re-install.

Completed Items:

1. Roll up door adjustments at fire hall.
2. Medical Center HVAC controller upgrade.
3. Sewer and drain unplug at Police department.
4. New TOYO Stove at Taquan.
5. Lighting repairs at Library.
6. Roof patch WWTP
7. Hang scoreboard at City Gym.
8. Roll up door repair at chip bin.
9. Install new controls for sauna at pool.
10. Repair on door at outhouse at ballfield.
11. Toilet at City Gym.
12. Door repair at Community Connections.
13. Day to day service calls

As always, don't hesitate to call or contact me anytime for questions or concerns. (907)401-1038

CITY OF CRAIG

Account Statement - Period Ending December 31, 2019



**ALASKA PERMANENT
CAPITAL MANAGEMENT**
Registered Investment Adviser

ACCOUNT ACTIVITY

Portfolio Value on 11-30-19	11,174,827
Contributions	0
Withdrawals	-2,794
Change in Market Value	123,560
Interest	6,872
Dividends	47,627

Portfolio Value on 12-31-19

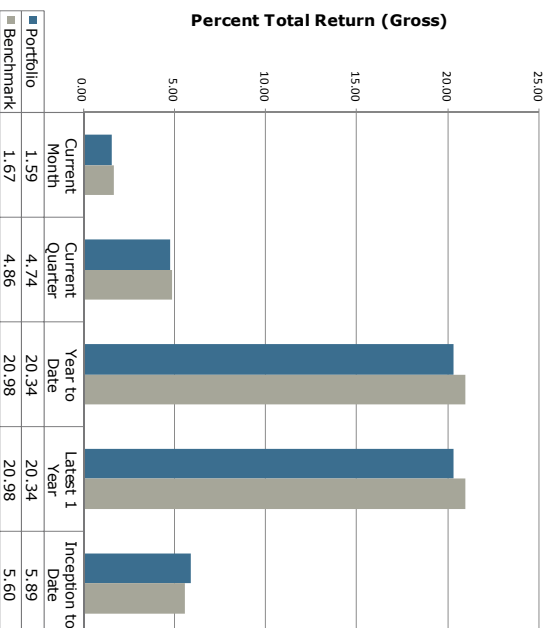
11,350,092

MANAGEMENT TEAM

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

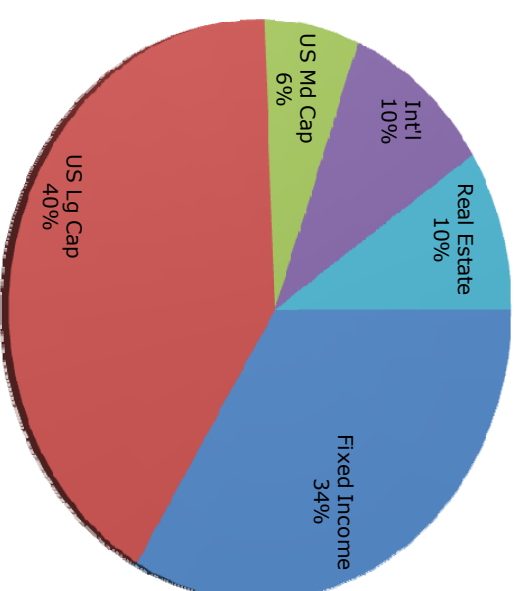
INVESTMENT PERFORMANCE

**Current Account Benchmark:
Equity Blend**



Performance is Annualized for Periods Greater than One Year

PORTFOLIO COMPOSITION



Alaska Permanent Capital Management Co.
PORTFOLIO SUMMARY AND TARGET
CITY OF CRAIG
December 31, 2019

Asset Class & Target	Market Value	% Assets	Range
FIXED INCOME (34%)			
US Fixed Income (34.0%)	3,785,003	33.3	20% to 45%
Cash (0.0%)	70,951	0.6	na
Subtotal:	3,855,954	34.0	
EQUITY (56%)			
US Large Cap (40.0%)	4,576,849	40.3	30% to 50%
US Mid Cap (6.0%)	701,846	6.2	0% to 10%
Developed International Equity (10.0%)	1,135,155	10.0	5% to 15%
Subtotal:	6,413,850	56.5	
ALTERNATIVE INVESTMENTS (10%)			
Real Estate (10.0%)	1,080,288	9.5	5% to 15%
Subtotal:	1,080,288	9.5	
TOTAL PORTFOLIO	11,350,092	100	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
December 31, 2019

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
FNMA & FHLMC									
3,350	FHLMC POOL G14203	104.56	3,503	104.36	3,496	0.03	134	11	1.77
	4,000% Due 04-01-26				11	0.00			
	Accrued Interest		3,503		3,507	0.03		11	
CORPORATE BONDS									
50,000	NBC UNIVERSAL MEDIA LLC	109.20	54,602	103.14	51,568	0.45	2,187	547	1.82
	4.375% Due 04-01-21								
50,000	AMERICAN EXPRESS CREDIT	99.92	49,962	100.48	50,241	0.44	1,125	175	1.88
	2.250% Due 05-05-21								
50,000	GILEAD SCIENCES INC	96.28	48,141	100.14	50,071	0.44	975	325	1.88
	1.950% Due 03-01-22								
50,000	UNITEDHEALTH GROUP INC	102.56	51,279	101.95	50,976	0.45	1,437	423	1.96
	2.875% Due 03-15-22								
50,000	COMCAST CORP	101.83	50,917	102.82	51,411	0.45	1,425	657	1.89
	2.850% Due 01-15-23								
50,000	AFLAC INC	106.03	53,016	105.23	52,614	0.46	1,812	81	2.05
	3.625% Due 06-15-23								
50,000	BANK OF NEW YORK MELLON	97.83	48,916	101.02	50,511	0.45	1,100	412	1.90
	2.200% Due 08-16-23								
50,000	JPMORGAN CHASE & CO	105.18	52,590	106.74	53,369	0.47	1,937	807	2.14
	3.875% Due 02-01-24								
50,000	METLIFE INC	105.46	52,732	106.56	53,279	0.47	1,800	405	1.99
	3.600% Due 04-10-24								
50,000	WELLS FARGO & COMPANY	99.88	49,941	104.80	52,401	0.46	1,650	513	2.21
	3.300% Due 09-09-24								
50,000	APPLIED MATERIALS INC	107.96	53,978	109.02	54,512	0.48	1,950	487	2.22
	3.900% Due 10-01-25								
50,000	TARGET CORP	96.45	48,223	102.51	51,257	0.45	1,250	264	2.07
	2.500% Due 04-15-26								
	Accrued Interest		614,300		5,097	0.04		5,097	
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
14,220	SPDR S&P 500 ETF	153.23	2,178,955	321.86	4,576,849	40.32	NA		
DOMESTIC MID CAP EQUITY FUNDS/ETF									
3,410	ISHARES CORE S&P MIDCAP 400 ETF	112.16	382,478	205.82	701,846	6.18	NA		
INTERNATIONAL EQUITY FUNDS/ETF									
8,725	ISHARES ETF CORE MSCI EAFE	56.94	496,795	65.24	569,219	5.02	NA		
8,150	ISHARES MSCI EAFE INDEX FUND	61.71	502,904	69.44	565,936	4.99	NA		
			999,699		1,135,155	10.00			

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
December 31, 2019

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
REAL ESTATE & INFRASTRUCTURE									
12,175	JPMORGAN BETABUILDERS MSCI US REIT ETF	77.43	942,733	88.73	1,080,288	9.52	NA		
U.S. TREASURY									
75,000	US TREASURY NOTES 1.750% Due 10-31-20	99.91	74,933	100.08	75,061	0.66	1,312	224	1.65
150,000	US TREASURY NOTES 2.125% Due 08-15-21	99.45	149,169	100.84	151,254	1.33	3,187	1,204	1.60
50,000	US TREASURY NOTES 2.000% Due 08-31-21	100.69	50,343	100.66	50,330	0.44	1,000	338	1.60
75,000	US TREASURY NOTES 2.000% Due 10-31-21	99.92	74,943	100.75	75,559	0.67	1,500	255	1.58
100,000	US TREASURY NOTES 2.000% Due 11-15-21	99.76	99,762	100.77	100,766	0.89	2,000	258	1.58
175,000	US TREASURY NOTES 2.625% Due 12-15-21	101.92	178,364	101.98	178,472	1.57	4,594	213	1.59
100,000	US TREASURY NOTES 1.875% Due 01-31-22	100.10	100,101	100.59	100,586	0.89	1,875	785	1.59
200,000	US TREASURY NOTES 2.125% Due 06-30-22	98.10	196,209	101.32	202,640	1.79	4,250	12	1.58
100,000	US TREASURY NOTES 1.750% Due 07-15-22	99.89	99,894	100.39	100,387	0.88	1,750	808	1.59
150,000	US TREASURY NOTES 1.625% Due 11-15-22	97.79	146,686	100.07	150,111	1.32	2,437	315	1.60
150,000	US TREASURY NOTES 2.625% Due 02-28-23	99.73	149,593	103.09	154,641	1.36	3,937	1,331	1.62
125,000	US TREASURY NOTES 2.500% Due 08-15-23	98.87	123,590	103.00	128,745	1.13	3,125	1,180	1.64
170,000	US TREASURY NOTES 1.375% Due 08-31-23	99.92	169,867	99.08	168,433	1.48	2,337	800	1.63
115,000	US TREASURY NOTES 2.125% Due 03-31-24	98.81	113,630	101.86	117,138	1.03	2,444	624	1.67
100,000	US TREASURY NOTES 2.375% Due 08-15-24	100.23	100,227	103.06	103,063	0.91	2,375	897	1.68
130,000	US TREASURY NOTES 2.125% Due 11-30-24	102.02	132,625	102.04	132,656	1.17	2,762	242	1.69
75,000	US TREASURY NOTES 2.000% Due 02-15-25	100.63	75,469	101.44	76,084	0.67	1,500	567	1.70
175,000	US TREASURY NOTES 2.000% Due 08-15-25	98.46	172,301	101.37	177,399	1.56	3,500	1,322	1.74
55,000	US TREASURY NOTES 2.625% Due 12-31-25	101.31	55,718	104.88	57,683	0.51	1,444	4	1.76
100,000	US TREASURY NOTES 2.500% Due 02-28-26	100.40	100,397	104.21	104,215	0.92	2,500	845	1.77
100,000	US TREASURY NOTES 1.625% Due 05-15-26	101.05	101,055	98.99	98,988	0.87	1,625	210	1.79

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
December 31, 2019

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
200,000	US TREASURY NOTES 2.000% Due 11-15-26	98.10	196,199	101.16	202,320	1.78	4,000	516	1.82
125,000	US TREASURY NOTES 2.250% Due 11-15-27	95.20	118,996	102.84	128,555	1.13	2,812	363	1.86
80,000	US TREASURY NOTES 3.125% Due 11-15-28	102.02	81,613	110.03	88,022	0.78	2,500	323	1.89
125,000	US TREASURY NOTES 2.625% Due 02-15-29	99.82	124,774	106.05	132,569	1.17	3,281	1,239	1.90
50,000	US TREASURY NOTES 1.625% Due 08-15-29	99.35	49,673	97.50	48,748	0.43	812	307	1.91
35,000	US TREASURY NOTES 1.750% Due 11-15-29	98.42	34,448	98.57	34,499	0.30	612	79	1.91
	Accrued Interest				15,261	0.13			
			3,070,578		3,154,185	27.79		15,261	
CASH AND EQUIVALENTS									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		48,626		48,626	0.43			
	DIVIDEND ACCRUAL		22,325		22,325	0.20			
			70,951		70,951	0.63			
TOTAL PORTFOLIO			8,263,195		11,350,092	100	84,259	20,370	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 12-01-19 To 12-31-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
U.S. TREASURY				
12-19-19	12-20-19	US TREASURY NOTES 1.750% Due 11-15-29	35,000	34,447.61
12-19-19	12-20-19	US TREASURY NOTES 2.000% Due 11-15-26	50,000	50,481.75
12-19-19	12-20-19	US TREASURY NOTES 2.625% Due 12-15-21	175,000	178,364.49
				263,293.85
				263,293.85
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
12-31-19	12-31-19	MANAGEMENT FEES		2,837.52
				2,837.52
DIVIDEND				
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
12-20-19	01-31-20	SPDR S&P 500 ETF		22,325.29
DOMESTIC MID CAP EQUITY FUNDS/ETF				
12-20-19	12-20-19	ISHARES CORE S&P MIDCAP 400 ETF		3,103.46
INTERNATIONAL EQUITY FUNDS/ETF				
12-20-19	12-20-19	ISHARES MSCI EAFE INDEX FUND		6,322.79
12-20-19	12-20-19	ISHARES ETF CORE MSCI EAFE		7,680.63
				14,003.42
REAL ESTATE & INFRASTRUCTURE				
12-27-19	12-27-19	JPMORGAN BETABUILDERS MSCI US REIT ETF		7,074.53

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 12-01-19 To 12-31-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
12-27-19	12-27-19	JPMORGAN BETABUILDERS MSCI US REIT ETF		1,120.22
				8,194.75
				47,626.92
INTEREST				
CASH AND EQUIVALENTS				
12-15-19	12-15-19	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		6.25
CORPORATE BONDS				
12-15-19	12-16-19	AFLAC INC 3.625% Due 06-15-23		906.25
FNMA & FHLMC				
12-15-19	12-16-19	FHLMC POOL G14203 4.000% Due 04-01-26		11.38
U.S. TREASURY				
12-31-19	12-31-19	US TREASURY NOTES 2.625% Due 12-31-25		721.87
12-31-19	12-31-19	US TREASURY NOTES 2.125% Due 06-30-22		2,125.00
				2,846.87
				3,770.75
PRINCIPAL PAYDOWNS				
FNMA & FHLMC				
12-15-19	12-16-19	FHLMC POOL G14203 4.000% Due 04-01-26	64.80	64.80
				64.80

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 12-01-19 To 12-31-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASED ACCRUED INTEREST				
U.S. TREASURY				
12-19-19	12-20-19	US TREASURY NOTES 1.750% Due 11-15-29		58.89
12-19-19	12-20-19	US TREASURY NOTES 2.000% Due 11-15-26		96.15
12-19-19	12-20-19	US TREASURY NOTES 2.625% Due 12-15-21		62.76
				217.80
				217.80
SALES, MATURITIES, AND CALLS				
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
12-12-19	12-16-19	SPDR S&P 500 ETF	275.0000	86,937.03
U.S. TREASURY				
12-19-19	12-20-19	US TREASURY NOTES 2.125% Due 11-30-24	70,000	71,207.27
				158,144.30
SOLD ACCRUED INTEREST				
U.S. TREASURY				
12-19-19	12-20-19	US TREASURY NOTES 2.125% Due 11-30-24		81.28
				81.28
WITHDRAW				
CASH AND EQUIVALENTS				
12-02-19	12-02-19	CASH RECEIVABLE		2,125.00
12-13-19	12-13-19	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		2,793.71
				4,918.71
				4,918.71

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF CRAIG
From 12-01-19 Through 12-31-19

Date	Quantity	Security	Avg. Cost Basis	Proceeds	Gain Or Loss
12-12-19	275.0000	SPDR S&P 500 ETF	42,138.71	86,937.03	44,798.32
12-15-19	64.80	FHLMC POOL G14203 4.000% Due 04-01-26	67.76	64.80	-2.96
12-19-19	70,000	US TREASURY NOTES 2.125% Due 11-30-24	71,413.44	71,207.27	-206.17
TOTAL GAINS					44,798.32
TOTAL LOSSES					-209.13
			113,619.91	158,209.10	44,589.19

Alaska Permanent Capital Management Co.

CASH LEDGER

CITY OF CRAIG

From 12-01-19 To 12-31-19

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CASH RECEIVABLE					
12-01-19			Beginning Balance		2,125.00
12-02-19	12-02-19	wd	Transfer to	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	-2,125.00
12-31-19			Ending Balance		0.00
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
12-01-19			Beginning Balance		125,443.16
12-02-19	12-02-19	dp	Transfer from	CASH RECEIVABLE	2,125.00
12-12-19	12-16-19	dp	Sale	SPDR S&P 500 ETF	86,937.03
12-13-19	12-13-19	wd	Withdrawal	from Portfolio	-2,793.71
12-15-19	12-15-19	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	6.25
12-15-19	12-16-19	dp	Interest	AFLAC INC 3.625% Due 06-15-23	906.25
12-15-19	12-16-19	dp	Paydown	FHLMC POOL G14203 4.000% Due 04-01-26	64.80
12-15-19	12-16-19	dp	Interest	FHLMC POOL G14203 4.000% Due 04-01-26	11.38
12-19-19	12-20-19	dp	Sale	US TREASURY NOTES 2.125% Due 11-30-24	71,207.27
12-19-19	12-20-19	dp	Accrued Interest	US TREASURY NOTES 2.125% Due 11-30-24	81.28
12-19-19	12-20-19	wd	Purchase	US TREASURY NOTES 1.750% Due 11-15-29	-34,447.61
12-19-19	12-20-19	wd	Accrued Interest	US TREASURY NOTES 1.750% Due 11-15-29	-58.89
12-19-19	12-20-19	wd	Purchase	US TREASURY NOTES 2.000% Due 11-15-26	-50,481.75

Alaska Permanent Capital Management Co.

CASH LEDGER

CITY OF CRAIG

From 12-01-19 To 12-31-19

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
12-19-19	12-20-19	wd	Accrued Interest	US TREASURY NOTES 2.000% Due 11-15-26	-96.15
12-19-19	12-20-19	wd	Purchase	US TREASURY NOTES 2.625% Due 12-15-21	-178,364.49
12-19-19	12-20-19	wd	Accrued Interest	US TREASURY NOTES 2.625% Due 12-15-21	-62.76
12-20-19	12-20-19	dp	Dividend	ISHARES MSCI EAFE INDEX FUND	6,322.79
12-20-19	12-20-19	dp	Dividend	ISHARES ETF CORE MSCI EAFE	7,680.63
12-20-19	12-20-19	dp	Dividend	ISHARES CORE S&P MIDCAP 400 ETF	3,103.46
12-27-19	12-27-19	dp	Dividend	JPMORGAN BETABUILDERS MSCI US REIT ETF	7,074.53
12-27-19	12-27-19	dp	Dividend	JPMORGAN BETABUILDERS MSCI US REIT ETF	1,120.22
12-31-19	12-31-19	dp	Interest	US TREASURY NOTES 2.625% Due 12-31-25	721.87
12-31-19	12-31-19	dp	Interest	US TREASURY NOTES 2.125% Due 06-30-22	2,125.00
12-31-19			Ending Balance		48,625.56
DIVIDEND ACCRUAL					
12-01-19			Beginning Balance		0.00
12-20-19	01-31-20	dp	Dividend	SPDR S&P 500 ETF	22,325.29
12-31-19			Ending Balance		22,325.29

CITY OF CRAIG - SCHOOL FUNDS

Account Statement - Period Ending December 31, 2019



ALASKA PERMANENT
CAPITAL MANAGEMENT
Registered Investment Adviser

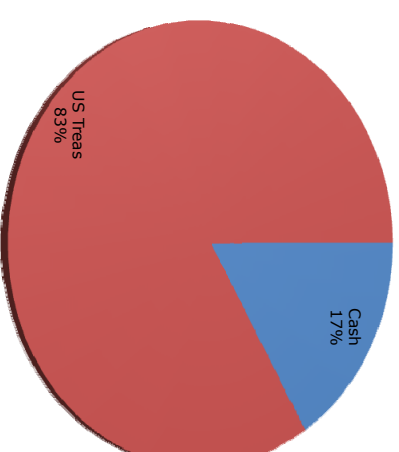
ACCOUNT ACTIVITY

Portfolio Value on 11-30-19	3,453,664
Contributions	0
Withdrawals	0
Change in Market Value	1,778
Interest	2,832
Dividends	0
Portfolio Value on 12-31-19	3,458,273

MANAGEMENT TEAM

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

PORTFOLIO COMPOSITION

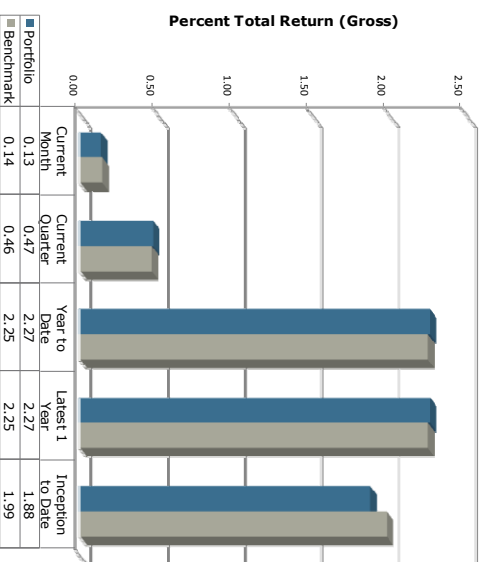


Fixed Income Portfolio Statistics

Average Quality: AAA Yield to Maturity: 1.63% Average Maturity: 0.27 Yrs

INVESTMENT PERFORMANCE

Current Account Benchmark:
T-Bill shown for reference



Performance is Annualized for Periods Greater than One Year

Clients are encouraged to compare this report with the official statement from their custodian.

Alaska Permanent Capital Management Co.
 PORTFOLIO APPRAISAL
CITY OF CRAIG - SCHOOL FUNDS
 December 31, 2019

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
U.S. TREASURY									
550,000	US TREASURY NOTES 1.375% Due 01-15-20	99.08	544,923	99.99	549,945	15.90	7,562	3,494	1.61
560,000	US TREASURY NOTE 1.250% Due 01-31-20	99.65	558,024	99.95	559,737	16.19	7,000	2,929	1.80
440,000	US TREASURY NOTES 1.375% Due 02-29-20	99.88	439,465	99.94	439,725	12.72	6,050	2,044	1.75
480,000	US TREASURY NOTES 1.500% Due 04-15-20	100.32	481,517	99.97	479,850	13.88	7,200	1,534	1.60
340,000	US TREASURY NOTES 1.500% Due 08-15-20	99.63	338,740	99.92	339,735	9.82	5,100	1,926	1.63
500,000	US TREASURY NOTES 1.750% Due 11-15-20	100.11	500,561	100.09	500,430	14.47	8,750	1,130	1.65
	Accrued Interest				13,058	0.38			
			2,863,231		2,882,480	83.35		13,058	
TREASURY BILLS									
565,000	US TREASURY BILLS 0.000% Due 01-07-20	99.78	563,744	99.98	564,896	16.33	NA	0	0.96
CASH AND EQUIVALENTS									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		10,897		10,897	0.32			
TOTAL PORTFOLIO			3,437,872		3,458,273	100	41,662	13,058	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG - SCHOOL FUNDS
From 12-01-19 To 12-31-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
U.S. TREASURY				
12-27-19	12-30-19	US TREASURY NOTES 1.750% Due 11-15-20	500,000	500,561.50
				500,561.50
INTEREST				
CASH AND EQUIVALENTS				
12-15-19	12-15-19	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		2.47
				2.47
PURCHASED ACCRUED INTEREST				
U.S. TREASURY				
12-27-19	12-30-19	US TREASURY NOTES 1.750% Due 11-15-20		1,081.73
				1,081.73
SALES, MATURITIES, AND CALLS				
TREASURY BILLS				
12-26-19	12-26-19	US TREASURY BILLS 0.000% Due 12-26-19	500,000	500,000.00
				500,000.00

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF CRAIG - SCHOOL FUNDS
From 12-01-19 Through 12-31-19

<u>Date</u>	<u>Quantity</u>	<u>Security</u>	<u>Avg. Cost Basis</u>	<u>Proceeds</u>	<u>Gain Or Loss</u>
12-26-19	500,000	US TREASURY BILLS 0.000% Due 12-26-19	495,002.21	500,000.00	4,997.79
TOTAL GAINS					4,997.79
TOTAL LOSSES					0.00
			495,002.21	500,000.00	4,997.79

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF CRAIG - SCHOOL FUNDS
From 12-01-19 To 12-31-19

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
12-01-19			Beginning Balance		12,537.70
12-15-19	12-15-19	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	2.47
12-26-19	12-26-19	dp	Sale	US TREASURY BILLS 0.000% Due 12-26-19	500,000.00
12-27-19	12-30-19	wd	Purchase	US TREASURY NOTES 1.750% Due 11-15-20	-500,561.50
12-27-19	12-30-19	wd	Accrued Interest	US TREASURY NOTES 1.750% Due 11-15-20	-1,081.73
12-31-19			Ending Balance		10,896.94

Southeast Forecast for 2020

By SARA TEEL

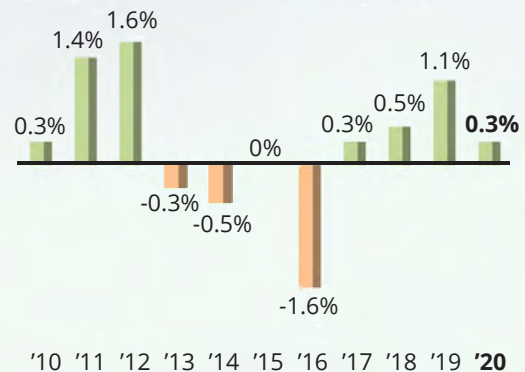
Southeast began to lose jobs in 2013, more than two years before the statewide recession began, then resumed growing marginally in 2017.

While the region's employment increased 1.1 percent in 2019, 2020's forecasted growth is a scant 0.3 percent, or about 100 jobs. This year brings additional obstacles to Southeast, including further cuts to state government and reduced ferry service.

Most of last year's job growth came from another record-breaking tourist season. Transportation grew the most, with the bulk of its gains in scenic and sightseeing transportation. Two other industries added about 100 jobs each: mining and logging, and private educational and health services.

For 2020, most of the forecasted growth is in retail, transportation, and health care.

Job growth to slow this year



Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

Ferry reductions a major blow for region

Ferry reductions began in 2019, and while the ferry's workforce has already been cut, its impact will

Outlook for jobs in Southeast, by industry

	Monthly avg, 2018 ¹	Monthly avg, 2019 ¹	Change, 2018-19	Percent change	JOBS FORECAST		
					Monthly avg, 2020	Change, 2019-20	Percent change
TOTAL NONFARM EMPLOYMENT²	36,700	37,100	400	1.1%	37,200	100	0.3%
Total Private	24,100	24,600	500	2.1%	24,900	300	1.2%
Mining and Logging	1,000	1,100	100	10.0%	1,100	0	0%
Construction	1,300	1,300	0	0%	1,300	0	0%
Manufacturing	1,800	1,800	0	0%	1,700	-100	-5.9%
Transportation, Trade, and Utilities	7,300	7,500	200	2.7%	7,700	200	2.6%
Retail Trade	4,200	4,200	0	0%	4,300	100	2.3%
Information	500	500	0	0%	500	0	0%
Financial Activities	1,100	1,100	0	0%	1,100	0	0%
Professional and Business Services	1,600	1,600	0	0%	1,600	0	0%
Educational (private) and Health Services	4,100	4,200	100	2.4%	4,400	200	4.5%
Leisure and Hospitality	4,300	4,300	0	0%	4,300	0	0%
Other Services	1,200	1,200	0	0%	1,200	0	0%
Total Government	12,600	12,500	-100	-0.8%	12,300	-200	-1.6%
Federal, except military	1,500	1,500	0	0%	1,500	0	0%
State, incl. University of Alaska	4,800	4,800	0	0%	4,700	-100	-2.1%
Local and tribal, incl. public schools	6,300	6,200	-100	-1.6%	6,100	-100	-1.6%

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

¹Preliminary and adjusted estimates. ²Excludes the self-employed, uniformed military, most commercial fishermen, domestic workers, and unpaid family workers.

Southeast Forecast

continue to ripple through the region's economy.

Some places have been hit especially hard, such as Cordova, which lost winter service. But limited ferry service will raise costs for most communities, impacting a range of local industries as they have a harder time getting supplies and finding or keeping staff.

Difficulty accessing services such as health care or veterinary care will become more common, which will affect more than just the residents and their own towns. Travel cutbacks will spread to other places in Alaska where remote coastal residents would typically go for services.

The change will likely increase jobs somewhat in other industries, however, as demand grows for air and water transportation alternatives.

Population loss and an older population are continuing factors

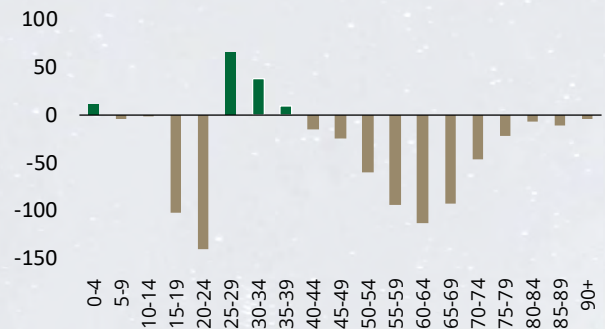
Southeast's migration losses date back to 2013. From 2013 to 2018, the region's net migration — in-movers minus out-movers — was negative for almost all age groups. As the chart above shows, the 25-to-39 group was the biggest exception.

Southeast has been the state's oldest region for decades, and both trends have long-term consequences for the job market. As baby boomers continue to retire and people leave the state, fewer Southeast residents will be available to fill vacated jobs.

Fisheries appear to be in for a rough year

Volatility is a constant for Alaska fisheries, and some fisheries face unfavorable conditions in 2020. The forecast for the 2020 pink salmon run in Southeast is weak, the International Pacific Halibut Commission predicts three years of low halibut catches, and for the first time, the federal cod fisheries in the Gulf of Alaska will be closed due to collapsed stocks. Counter to the loss of cod stocks, however, there have been abnormally large numbers of juvenile sablefish, which is promising for future Southeast fisheries.

From 2013 to 2018, Southeast lost people in most age groups



Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

While fishermen are not included in these employment estimates because they're usually self-employed, fluctuations in fisheries create a domino effect in associated industries such as seafood processing and those tied to consumer spending.

Manufacturing will take a hit from fisheries woes, ferry reductions

The lion's share of manufacturing in Southeast is seafood processing. Employment peaked in 2015 and has declined since, as shown in the graph on the next page, exacerbated by an administrative reporting change in 2016.

Shipyard jobs have also fallen. The Ketchikan shipyard depends on contract work with the Alaska Marine Highway system, and ferry cuts will take a continuing toll, leading to a forecasted 5.9 percent loss of about 100 manufacturing jobs this year.

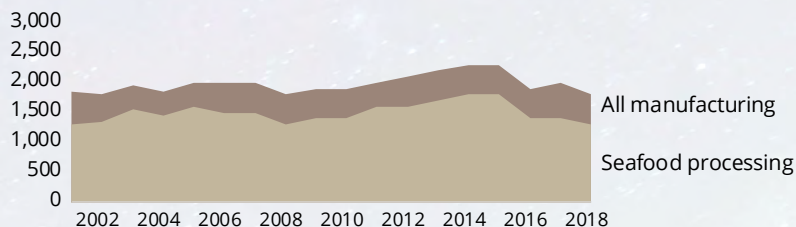
Tourism is at the heart of many Southeast communities. Reliably strong visitor seasons helped keep the region afloat during the recent state recession.

Tourism set to break another record, and Hoonah jumps in with both feet

Tourism is at the heart of many Southeast communities. The revenue it generates creates jobs and feeds other industries, and reliably strong tourism seasons helped keep Southeast afloat during the recent state recession.

The number of cruise ship passengers has hit a

Southeast seafood processing jobs drop



Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section

record in each of the last four years, and 2020's number is forecasted at 6 percent above 2019. Ten additional ships are scheduled to visit Alaska in 2020, with 29 added port calls.

The most popular destinations are Juneau, Ketchikan, and Skagway, but Hoonah is significantly expanding and expects its number of passengers to double over the next two years. Hoonah will have built a second dock by this summer for megaships, complete with a gondola system designed to transport 5,600 people per hour.

With a booming tourist season in the works, a number of related industries are forecasted to grow. We expect the transportation, trade, and utilities sector to add 200 jobs, or 2.6 percent. Jobs associated with buses, trams, fishing or whale watching excursions, and helicopters will drive transportation job growth. Retail's growth forecast is 2.3 percent, or 100 jobs.

Budget cuts remain an Achilles heel due to high share of jobs in government

Government has played a vital role in Southeast's economy for decades, and not just because Juneau is the state capital. Government also provides an outsized percentage of jobs in smaller Southeast communities.

In 2019, 34 percent of Southeast's jobs were in the public sector. That percentage is forecasted to drop to 33 in 2020 — a loss of 200 jobs, or about 1.6 percent — mainly due to ongoing state budget struggles.

While federal jobs are expected to remain flat, local and state government jobs are forecasted to decline by 100 each: a 1.6 percent loss for local and a 2.1 percent decline for state.

Multiple state departments face cuts again this year. State government employment includes the University of Alaska Southeast, which faces another budget cut, although it won't materialize until the coming school year. The tentative \$3.6 million reduction would affect the main campus in Juneau plus UA satellite campuses across the state.

Local government's decline is tied to health care, although it's mainly a reclassification from government to the private sector. In mid-2019, Sitka Community Hospital merged with SEARHC, the Southeast Alaska Regional Health Consortium. As a result, the educational and health services sector, which is mainly health care, will gain about 100 merger-related jobs plus 100 forecasted jobs, for total growth of 4.5 percent.

Sara Teel is an economist in Juneau. Reach her at (907) 465-6027 or sara.teel@alaska.gov.

Reconciling Southeast's job growth with the losses we've published in recent years

Readers of *Trends* and our monthly jobs/unemployment rate press releases may wonder why this issue shows several years of modest job growth for Southeast when we've been publishing small but fairly consistent losses over the last few years. The initial numbers are estimates based on a survey of a small sample of the region's employers. Later, when more complete information becomes available through reports that nearly all employers are required to file under state unemployment insurance laws, we revise the estimates and publish data closer to an actual count. The data become more reliable with time, and the modest growth shown here reflects our best and most current data on Southeast's performance. In this case, the revisions have been small — but just a few tenths of a percentage point can change the picture from loss to growth.

ALASKA'S INTER-ISLAND FERRY AUTHORITY BY THE NUMBERS 2020

In 2019, the total economic impact of the ferry system was **\$46.4 million** and **508 jobs**.



Providing daily, year-round passenger & vehicle transportation between Ketchikan & Prince of Wales Island

2019 Impacts



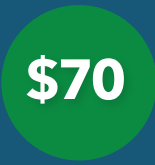
PEOPLE: 44,200
PASSENGER TRIPS
(UP 6% OVER 2018)



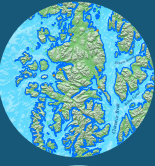
VEHICLES: 10,000
CARS AND TRUCKS
FERRIED



EFFICIENT: FAREBOX
RECOVERY RATE OF
79%



\$70 IN ECONOMIC
ACTIVITY GENERATED FOR
EVERY \$1 OF
INVESTMENT BY THE
STATE OF ALASKA



PRINCE OF WALES
TOTAL ECONOMIC
IMPACT
\$19.9 MILLION



KETCHIKAN TOTAL
ECONOMIC IMPACT
\$26.5 MILLION



IFA ACTIVITY
SUPPORTS **508 JOBS**
IN KETCHIKAN AND
PRINCE OF WALES

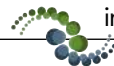
The Inter-Island Ferry Authority (IFA) is a public transit system that has been providing daily service between Prince of Wales Island and Ketchikan in Southeast Alaska since 2002. In 2019, the IFA ferried 44,200 passengers and 10,000 vehicles between Hollis and Ketchikan. The system is more than a form of transportation, it is an economic engine, generating jobs and commerce, while also increasing community well-being. A full economic impact analysis of ferry system activities in the tourism, seafood, health care, and retail sectors shows that the ferry generated \$46.4 million in economic activity, and supported 508 jobs in Ketchikan and Prince of Wales in 2019, including multiplier effects.

In 2019, the IFA brought 2,900 tourists to Prince of Wales Island, where they spent more than \$11 million on hotels, fishing, hunting, and dining - generating jobs across the island. Ferry service allowed the seafood industry to move two million pounds of high-quality, fresh and live seafood, valued at \$10 million, to market. The ferry system provided \$9 million worth of access to health care for island residents who rely on medical services available in Ketchikan. The IFA reinforced Ketchikan's status as a regional economic hub, with Prince of Wales residents and the IFA system spending more than \$8 million there in 2019 on groceries, goods, services, and ship repairs.

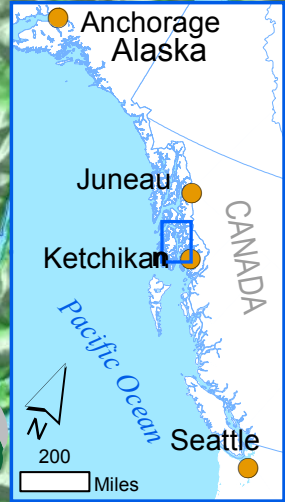
The Inter-Island Ferry allows for cultural and social commerce as well. Students, tribal members, and other residents use the system to participate in basketball games, totem pole raisings, trainings, college fairs, celebrations, and funerals. There were 3,100 student trips on the ferry last year, allowing students from 12 different Alaska school districts the opportunity to challenge themselves and interact with their peers. The ferry connects residents to family, friends, and recreation. It shuttles workers to and from their jobs. The IFA brings the parcel mail.

The ferry is the critical piece of a more extensive transportation network. It is the primary mode of transportation to and from the island. It provides transportation security in inclement weather, and access to transportation to those who cannot afford alternative means. One-third of the ridership last year were senior citizens and children. IFA's reliable arrivals and departures enable organizations to build their business models around daily transportation connections.

The word businesses and residents most frequently use to describe the ferry service is "invaluable." The system's efficient model means that farebox revenue covers 79% of operational costs, a significant rate in the world of public transportation. The IFA generates \$70 in economic activity for every \$1 of State investment.



Inter-Island Ferry Authority Route Map



The 200-foot MV Prince of Wales and MV Stikine cruise at 13 knots, carrying up to 190 passengers and 30 vehicles.

Prince of Wales Island

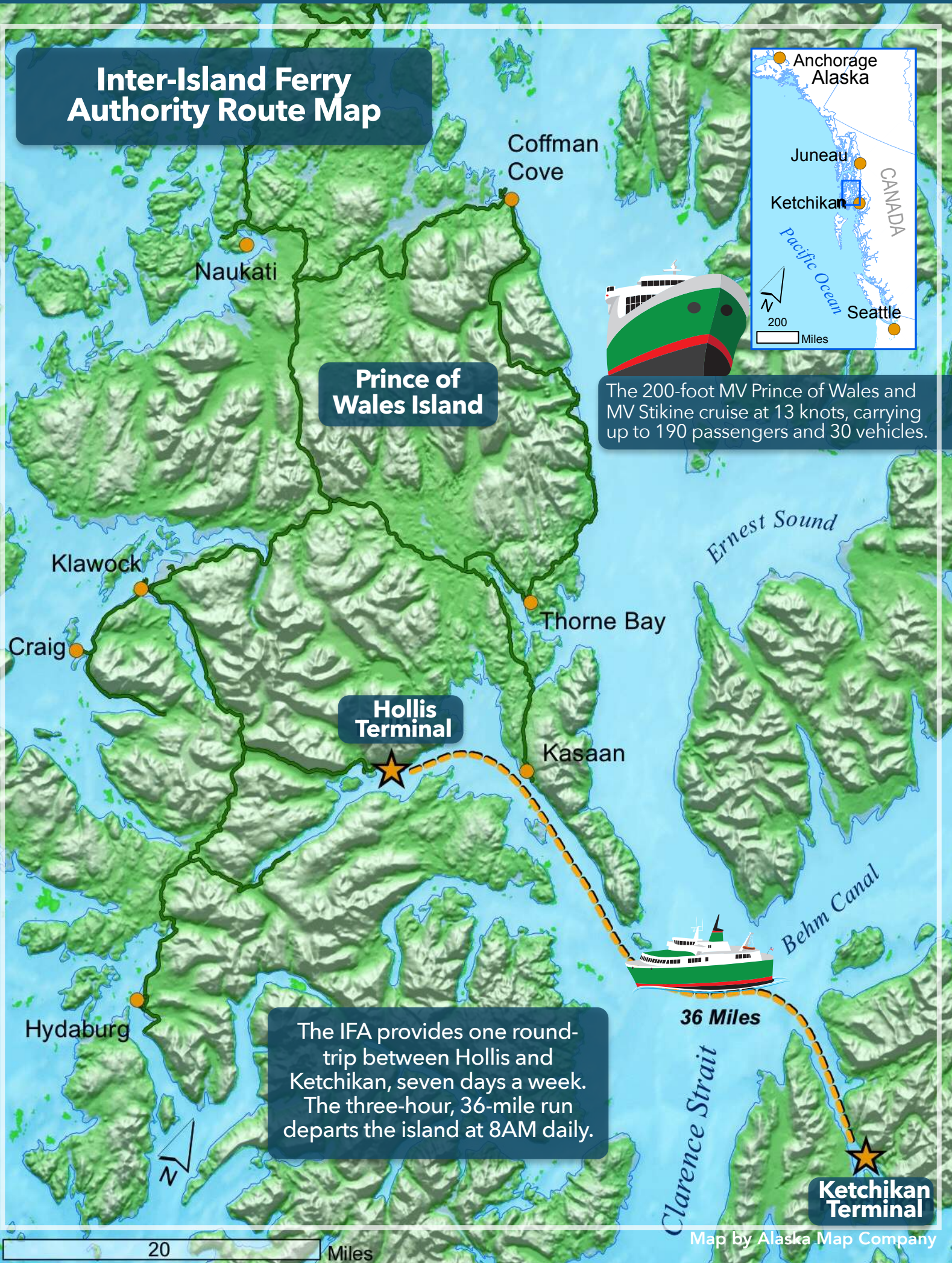
Hollis Terminal

The IFA provides one round-trip between Hollis and Ketchikan, seven days a week. The three-hour, 36-mile run departs the island at 8AM daily.

Ketchikan Terminal

Map by Alaska Map Company

20 Miles



Key Inter-Island Ferry Indicators

People	Total: Ridership between Ketchikan and Hollis on the IFA 2019	44,200 riders
	Increase: Ridership increase between 2018 and 2019	6%
	Seniors and Kids: Percentage of 2019 riders 65 and older, or under 12	25%
	Students: Southeast students traveling IFA for school activities 2019	3,100 students
	Access to Travel: Cumulative savings (in 2019 dollars) over airfare for children, students, seniors, and tribes during 18 years of IFA ferry service	\$43 million
	Patients: Total island residents traveling to Ketchikan and Sitka for medical purposes in 2019, representing 12% of all ferry trips	1,530 patients
	Visitors: Total tourists and hunters arriving by ferry in 2019	2,900 tourists
Prince of Wales Economy	Visitor Spending: Estimated direct 2019 spending in Prince of Wales by visitors arriving via the IFA ferry	\$11.1 million
	Population: Total Prince of Wales residents	4,044 people
	Poverty: Percent of Prince of Wales residents below poverty	17%
	Island Wages: Total workforce earning directly and indirectly generated by IFA activity on Prince of Wales in 2019	\$9.3 million
	Total Economic Activity: Total economic activity on Prince of Wales Island directly and indirectly generated by the IFA in 2019	\$19.9 million
	Island Jobs: Total Prince of Wales jobs directly and indirectly created by IFA activity in 2019	278 jobs
Ketchikan Economy	Health Care: Total direct spending at Ketchikan medical institutions by Prince of Wales residents using the IFA for healthcare purposes	\$9.2 million
	Additional Spending: Direct 2019 spending by IFA passengers on groceries, vehicles, building materials, etc., and spending by the IFA on fuel, food, and ship repairs in Ketchikan	\$8.6 million
	Population: Total Ketchikan residents	13,843 people
	Total Economic Activity: Total economic activity in Ketchikan directly and indirectly generated by the IFA in 2019	\$26.5 million
	Ketchikan Jobs: Total Ketchikan jobs directly and indirectly created by IFA activity in 2019	230 jobs
Freight	Seafood Pounds: Pounds of seafood shipped by IFA in 2019	2.1 million
	Seafood Value: Ex-vessel value of seafood shipped	\$12.1 million
	Vehicles: Vehicles transported between Hollis and Ketchikan in 2019	10,000
Return on Investment	Revenue: Total IFA revenue in FY 2020	\$3.6 million
	Farebox Recovery Rate: % of IFA operating costs covered by farebox (the North American average is 59%)	79%
	Total Economic Activity: Total economic activity in Prince of Wales and Ketchikan generated by the IFA in 2019, including multiplier effects	\$46.4 million
	Bang for the Buck: Amount of economic activity generated by the IFA for every \$1 of state investment in FY19	\$70



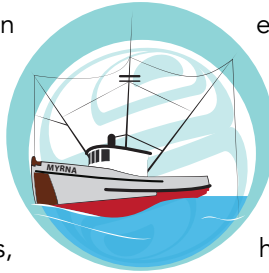


Seafood and Other Freight

Two million pounds of fresh or live seafood was shipped on the IFA in 2019, with an estimated value of \$10 million



Freight is a major component of IFA's services. In 2019, 15 organizations regularly shipped cargo between Prince of Wales and Ketchikan. The IFA carries critical goods such as groceries, road building and maintenance equipment, supplies for the island's many fishing lodges, and parcel mail.



"The ferry is an integral part of not just our business, but most businesses in Prince of Wales Island," explains Matt House of Tyler Rental.

The IFA's most valuable cargo is seafood. In 2019, an estimated two million pounds of fresh or live seafood was shipped on the IFA with a value of \$10 million.

Seafood shipped on the IFA is the highest value of all Alaska fisheries. It includes oysters, geoduck, roe-on-kelp, halibut, winter king, sea cucumber, herring, and black cod, along with shrimp and other species of salmon. No one is more dependent on IFA's daily timetable than those trying to get fresh or live seafood to market. Frozen salmon can go by barge, but live geoduck headed to the airport on the way to China do not have the luxury of time.

The seafood industry is the heart of the Prince of Wales economy. In 2019, 17% of all Prince of Wales workforce

earnings were paid to local commercial fishermen, seafood processors, brokers, and divers. The ferry service provides local seafood operators a reliable, cost-effective means to move their seafood harvest to market on a daily basis.

"The IFA is the backbone of Prince of Wales. You have to have daily ferry service for the island to survive. Everything we ship is fresh, which is why the ferry

"Our business relies on this ferry system and without the IFA we would have to go out of business."
 – Dawn Sheets of **Alaska Gold Oysters**

is so important. It keeps our business alive." says Noyes Island Smokehouse owner Ken Quigley, who ships seafood on the IFA.

The IFA is significantly cheaper than the airlines to transport seafood. "That difference is my profit margin," says Quigley. "I couldn't run my business without it."

In 2019, it took 185 fishermen, divers, and logistics personnel to bring the two million pounds of seafood from the ocean to the ferry. This translates into \$6.5 million in associated direct, indirect, and induced workforce earnings in Ketchikan and Prince of Wales. In addition to these impacts, the seafood harvest the IFA carries is taxed by the State of Alaska in the form of salmon enhancement and shared fisheries taxes, thereby contributing hundreds of thousands of additional dollars to local and state coffers.

Seafood Statistics, 2019	Value
Pounds of seafood shipped by IFA in 2019	2 million pounds
Total value of seafood shipped by IFA	\$10 million
Prince of Wales and Ketchikan seafood jobs dependent on this cargo	185 jobs
Estimated workforce earnings generated by IFA dependent seafood enterprises, including multiplier effects	\$6.5 million
Commercial fishing and diving as a percent of all POW workforce earnings	17%



Sources: Interviews with representatives from 14 companies that ship on the IFA. Alaska Department of Labor POW Employment Select Areas. Secondary impacts analyzed using BEA RIMS II data. Image Credits: Seafood Producers Cooperative, Bethany Goodrich SE Sustainable Partnership, various. Graphics by Avery Veliz.



Ferry Tourism

The 2019 Summer Ferry Visitors to Prince of Wales Island

Tourists attracted largely by the world-class fishing opportunities on Prince of Wales Island represent one of the largest impacts of the IFA to the island. Tourism is a growing industry on the island, accounting for 13% of all Prince of Wales employment in 2019. With 2,231 square miles and more miles of road than all other Southeast Alaska communities combined, Prince of Wales is an accessible outdoor recreation paradise. In the summer of 2019, an estimated 2,900 tourists used the ferry to visit the island. This figure includes 450 deer and bear hunters from Ketchikan who visited the island in the fall. Together these visitors spent \$11.2 million on the island, which generated an additional \$3.02 million in indirect and induced spending. Tourists accounted for 13% of all IFA ridership in 2019.

The Prince of Wales visitor industry is unlike the rest of the region as tourists stay longer, spend more, and come back year after year. According to survey and data analysis, tourists arriving by ferry stay an average of 12.7 days, and 60% are returning visitors. Nearly four-fifths (79%) come to fish. The next most popular activity of ferry visitors is hiking (32%), followed by hunting (27%). Tourists that came on the ferry spent an average of \$284 per day on hotels, sport fishing, food, transportation, shopping, and other activities in 2019. Last year, IFA travelers directly and indirectly generated 155 jobs - and \$4.7 million in wages.



2,900 tourists came to Prince of Wales on the ferry in 2019, representing 13% of all ridership.



Ferry tourists stay an average of **12.7** days.

79% come to Prince of Wales by ferry to fish.

Visitors spent **\$11.2** million in Prince of Wales on hotels, food, activities, etc.

Spending by IFA tourists generated **155** island jobs (including direct, indirect and induced) with an associated payroll of **\$4.7** million.

ESTIMATED TOURISTS TO POW ON THE IFA 2019

Location Stayed	Average Days Visited	Total People	Estimated Spending
Cabin or Bunkhouse	20.4	529	\$2,639,333
Resort	6.7	290	\$2,278,645
Hotel or B&B	6.8	426	\$1,485,372
Camped	17.3	355	\$1,396,082
RV	46.7	135	\$1,313,871
Friends or Family	12.4	632	\$1,208,848
Other (boat, etc)	17.3	84	\$314,753
Ketchikan Hunters	4.4	450	\$541,080
Total	12.7	2,900	\$11.2 million

“The IFA is indispensable to the economy and well-being of Prince of Wales Island. Tourists can bring their campers, trailers, bicycles, and canoes on the ferry. Cyclists from across the globe travel our Scenic Byways. Visitors love to meet the locals and taste the local flavor. The ferry sets the stage as the entrance to our welcoming island, gives us a place to meet. Without the Inter-Island Ferry Authority, we would suffer loss of affordable travel for our visitors, our friends and family, and our economy!” **Wendy Hamilton, Prince of Wales Chamber Manager**

Sources: 2019 tourist numbers determined by residency analysis of IFA passengers. Employment and wage data derived from the Alaska Department of Labor. Accommodation expenditures were determined by conducting an analysis of 89 accommodations businesses on POW, while other expenditures were determined through interviews with those involved in the visitor industry. IFA onboard survey in 2015 with 560 visitors used to understand tourist length of stay. Alaska Department of Fish and Game provided 2018 Ketchikan deer hunting data. **Photo Credit:** Portage paddler by Chris Miller Photography. Visitor luggage by Targhee Media. Graphics by Avery Veliz.



SCHOOL GROUPS

In 2019, **3,100 students from 12 different school districts** across Southeast Alaska traveled on the IFA for school activities. The savings to schools by using the ferry over flying was **\$337,000 last year and \$7.5 million** since the ferry began. Kids travel to or from Prince of Wales to compete against other schools in activities ranging from basketball to academic decathlon to honors band - and to participate in activities like college fairs or peer mediation training. Craig High School Principal Kim Brand explains, *"The IFA is vital to our school and community. Without this service, we would drastically have to cut back the opportunities we can currently provide for our students. These opportunities are an important part of meeting the mission and vision of our district. Being able to travel enhances the whole experience for our students, and they work hard to keep their grades up in order to be able to travel."* **Student travel represented 7% of all ridership in 2019.** Photo: Island high school students traveling to a career fair in Ketchikan.



KIDS

In addition to student travelers, **4,400 children under age 12 rode the ferry in 2019, representing 10% of all ferry users.** Last year, the parents of these younger children saved **\$381,000** over the cost of flying. Over the 18-year life of the IFA, families saved **\$8.2 million** transporting their kids to and from Prince of Wales using the ferry.

70% of trips by workers and residents to Prince of Wales in 2019 were by ferry.

The People Who Ride the IFA Ferry



VETERANS

A rural travel grant through the U.S. Department of Veterans Affairs and a partnership with the State of Alaska Department of Military & Veterans Affairs provides free passage for veterans using the ferry for medical purposes. **On Prince of Wales, 13% of all people are veterans, including 40% that have disabilities.** *"This isn't just a ride to Ketchikan for an appointment; to some, this is the difference between making rent, buying groceries, supplies, or heating oil, versus making it to needed medical care. The Highly Rural Transportation Grant takes away the need to choose,"* explains Forrest Powell, who manages the grant for the Office of Veterans Affairs. Photo: Klawock veteran Aaron Isaacs at the veteran totem raising, by Staff Sgt. Balinda O'Neal Dresel.



TOURISTS

In 2019, **2,900** tourists visited Prince of Wales by ferry, generating \$11 million in spending on the island. *"The ferry is perfect if you have lots of fish, and the scenery is beautiful."* Brook Haines, tourist. Photo: Fishermen at the Waterfall Resort on Prince of Wales.



TRIBAL MEMBERS

Alaska Native residents comprise 34% of the Prince of Wales island population, and 21% in Ketchikan. Assuming 30% of the IFA riders are Alaska Native, **the ferry has saved these passengers \$24.4 million** over the price of flying in the 18 years of IFA's service, including \$1.4 million in 2019. Richard Peterson, the President of Central Council Tlingit & Haida Indian Tribes of Alaska, explains it this way: *"The IFA is priceless. It is a huge benefit to the tribes. It brings down the cost of living. They travel to meetings, trainings and conferences. Being able to travel and bring value back to the communities is critical."* Photo by Bethany Goodrich SE Sustainable Partnership.



WORKERS

Workers rely on the IFA to move to and from Prince of Wales, including divers, loggers, summer lodge employees, construction crews, seafood processors, marine highway crew members, and others. Photo by Rafe Hanson

6,800 senior citizens rode the IFA in 2019, representing 15% of all passengers. Many island elders say they are more comfortable on the ferry than traveling by plane. **Seniors saved nearly \$800,000** over the cost of flying last year, and since IFA's service began, **they saved \$11 million.** Photo by C. Chapman



SENIORS

The IFA works in partnerships with other transit providers to create a **regional transportation grid** in southern Southeast Alaska. The IFA operations are collocated with the **Alaska Marine Highway System** in Ketchikan, and the IFA provides service to Metlakatla when the state ferry serving that community is not operating. **The Bus** connects with IFA passengers in Ketchikan. In July 2019 the **Craig Tribal Association's Public Transit System** began providing bus transportation between Craig, Klawock, and the Hollis POW terminal.

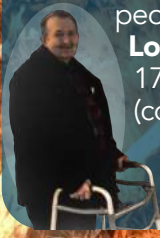


COORDINATED TRANSPORTATION

The IFA is an important part of the coordinated transportation network on the island for seniors, those with disabilities, and individuals with limited income. The IFA brings passengers on and off the ferries using wheelchair accessible vans.

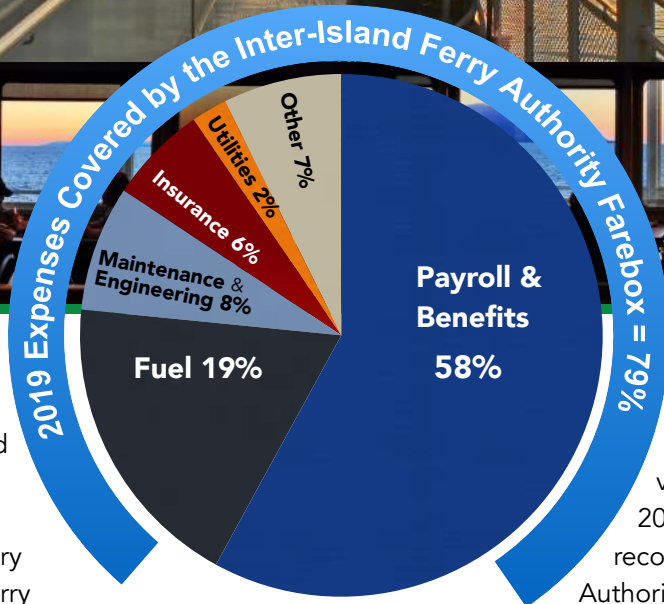
Riders with Disabilities: 22% of POW residents have a disability. The IFA offers a discounted fare to people with disabilities.

Lower Income: On Prince of Wales, 17% of people are below poverty level (compared to 10% for Alaska as a whole). The IFA provides an affordable transportation option.



A High Return on Investment

The ferry system generated \$46.4 million in economic activity in 2019, and had a farebox recovery rate of 79%.



Farebox Indicator: Measured against other North American public ferry systems, the Inter-Island Ferry Authority is run very cost effectively. The best indicator to measure this is the “farebox recovery rate,” which is the percentage of ferry operating costs that are covered by revenue from ticket sales. Public transportation systems do not and cannot operate out of the farebox alone. The public good provided by public transportation necessarily means that elements such as providing affordable, reliable travel, quality working conditions, and adherence to public

Passenger/Vehicle Ferry Systems	Farebox Recovery Rate (most recent)
Steamship Authority	98%
Inter-Island Ferry Authority	79%
Washington State Ferries	73%
BC Ferries	67%
North American Average	59%
Cape May-Lewes	55%
Alaska Marine Highway	33%
North Carolina Ferries	6%

Sources: Direct research into each recovery rate. IFA data.
Photo Credit: Carolyn Chapman and Rain Coast Data.

goals take precedence. The average farebox recovery rate for North American passenger and vehicle ferry systems was 59% in 2019. By contrast, the farebox recovery rate for the Inter-Island Ferry Authority was 79% for the year, and 100% in the summer of 2019. Considering the distance the IFA must travel each day, the price of fuel, and the relatively small population the IFA is serving, this farebox recovery rate is remarkably high.

Bang for the Buck Indicator: Another way to measure cost effectiveness is the so called “bang for the buck” indicator. As a municipal corporation and subdivision of the state, the Inter-Island Ferry Authority is eligible for general fund assistance. In FY19, the IFA used \$664,730 in State of Alaska appropriations. The IFA leveraged those funds to generate \$3.6 million in total direct revenues - or \$5.42 in total revenue for every \$1 of state revenue. Through the visitor, seafood, retail, and healthcare industries, that investment in the ferry system resulted in \$46.4 million in economic activity in Ketchikan and Prince of Wales in 2019. In other words, the IFA created \$70 in economic activity for every dollar of investment by the State of Alaska.

Leveraging State Dollars of Alaska

The Inter-Island Ferry Authority leveraged funding provided by the State to attract millions of dollars and hundreds of jobs to Prince of Wales. In FY2019, IFA leveraged state support to generate \$46.4 million in economic activity in the sub-region, or \$70 in economic activity for every dollar of state funding invested.



Access to Medical Care



Access to health care for Prince of Wales residents is one of the most valuable benefits of ferry service between Prince of Wales and Ketchikan. At least 12% of the ferry's total riders last year were seeking medical care in Ketchikan or Sitka.



Prince of Wales residents traveling to Ketchikan and Sitka for medical care on the IFA last year represented **12%** of all ferry travel in 2019, taking at least 5,280 ferry rides (4,900 to Ketchikan and at least 380 to Sitka).



Their Ketchikan medical expenses totaled **\$9.2 million**, for a total economic impact of \$10 million, supporting 82 jobs.

Matt Eisenhower, the Executive Director of Community Health Development & Foundation at PeaceHealth Ketchikan, estimates that 80% of those traveling to Ketchikan from Prince of Wales for medical purposes use the ferry, a figure that is supported by transportation data. This "medical tourism" brings dollars into Ketchikan. Last year, 1,150 patients took 4,900 ferry rides for medical purposes, and were charged \$9.2 million by Ketchikan hospitals, medical facilities, and dental offices. Including secondary impacts, the total economic impact of IFA medical travel to Ketchikan was \$10 million, supporting 82 jobs in Ketchikan. Moreover, ferry service has allowed medical providers to expand their services in both Prince of Wales and Ketchikan.

Services sought by island residents range from chemotherapy to orthopedics, but one of the most appreciated benefits is that pregnant islanders no longer have to travel to Ketchikan an entire month before their due date. The IFA works with Medicaid, the Southeast Alaska Regional Health Consortium, the Annette Island Service Unit Health Center, and the Office of Veterans Affairs to reimburse medical travel.



"There's lots of people who use the ferry for medical reasons. It would be devastating for this island if we didn't have it."
Cathy Klinkert, a senior living in Prince of Wales

"Most people on POW must leave the island for medical attention in Ketchikan. Since being diagnosed with an illness, I travel from Prince of Wales Island to Ketchikan every week for treatment. More than ever, I appreciate Inter-Island Ferry Authority. The three-hour 'cruise' is great for relaxing a bit, getting ready for an appointment." **Kathryn, Prince of Wales resident.**

IFA PASSENGERS SEEKING MEDICAL CARE IN KETCHIKAN 2019

Category of Ferry Passenger	IFA Patients Served	Medical Charges	Jobs Created in Ketchikan	Total Economic Impact in Ketchikan
Prince of Wales residents using IFA for transportation to Ketchikan for health care services	1,150 unique patients	\$9,192,000	82 <i>including multiplier effect</i>	\$10 million

Sources: Analysis uses IFA data, data and interviews with PeaceHealth, and data from the Alaska Department of Labor and Workforce Development. Secondary impacts analyzed using BEA RIMS II data. **Photo Credit:** PeaceHealth Ketchikan Medical Center. Graphics by Avery Veliz.



Island Jobs and Economic Activity Created by the Ferry

In 2019, the Inter-Island Ferry Authority supported 278 jobs on Prince of Wales Island in the areas of tourism, seafood, and transit, with associated workforce earnings of \$9.3 million.

The ferry system generates jobs in the Prince of Wales communities in several ways. The organization has a direct staff. Island businesses use the daily transportation connection to support and expand existing operations, along with building new ones. The ferry also attracts visitors to the island, who spend money and create jobs. These jobs in turn create indirect and induced employment and spending. **Indirect** means jobs and income created as a result of employers purchasing goods and services on Prince of Wales, while **induced** applies to jobs and income created as a result of employees spending their payrolls locally. By understanding the economic activity that is supported by the ferry system, it is possible to measure the total activity that the system generates annually on the island.



IFA Organizational Jobs and Wages: In 2019, the ferry system had 32 workers, with \$1.45 million in wages directly created by the IFA and the ferry galley on Prince of Wales Island.

Jobs and Wages Related to Seafood Shipped on IFA: Ten organizations ship fresh and live seafood from Prince of Wales. According to company managers and economic analysis, 58 Prince of Wales workers were utilized to harvest, process, and transport seafood ultimately shipped on the IFA in 2019, jobs that would not exist without the ferry system. These jobs are estimated to have generated \$2.1 million in direct earnings on Prince of Wales Island.

Jobs and Wages Related to Tourism: Tourists create opportunities on the island to develop businesses to accommodate visitors and their needs.

In 2019, visitors arriving via ferry spent an estimated \$11.2 million. These dollars in turn created 125 jobs.



The Multiplier Effect: The full economic impact of the ferry system in Prince of Wales in 2019 was determined by calculating the induced and indirect impacts of ferry-dependent employment using Bureau of Economic Analysis, US

Department of Commerce Regional Input-Output Modeling System (RIMS) II economic data modeling.

In 2019, activities generated by the IFA created 278 direct and secondary jobs with \$9.3 million in total wage activity. When additional indirect and induced local spending is included, the total economic impact of the IFA on Prince of Wales in 2019 was \$19.9 million.



DIRECT, INDIRECT, & INDUCED FERRY JOBS AND WAGES 2019

Category	Jobs and Earnings
IFA jobs, direct including galley	32
Visitor jobs, direct	125
Seafood jobs, direct	58
Additional induced and indirect jobs	63
Total Prince of Wales employment impact	278
IFA company wages (direct, includes galley)	\$1,448,100
Visitor island wages (direct)	\$3,582,136
Seafood wages (direct)	\$2,051,286
Indirect and induced POW earnings	\$2,262,334
Total Prince of Wales wages impact	\$9,343,856
Total IFA Economic Impact in POW (includes direct and secondary impacts of wages and economic activity)	\$19,911,453

Sources: Analysis uses IFA data and interviews. Secondary impacts analyzed using BEA RIMS II data. Photo Credit: IFA staff. Graphic by Avery Veliz.

The Economic Impact of the IFA

in Ketchikan



22,400 passengers traveled to Ketchikan on the IFA in 2019



\$7.5 million on Ketchikan goods and services was spent by IFA shoppers.



Altogether IFA activities generated an economic impact of **\$26.5** million in Ketchikan in 2019, and **230** jobs.

Having a small public ferry system with daily service between Ketchikan and Hollis provides many significant benefits to Ketchikan. These benefits range from dollars spent in the community to anchoring Ketchikan as the regional hub for southern Southeast Alaska. In 2019 the IFA system was responsible for an estimated \$17.8 million in direct sales in Ketchikan, and \$26.5 million in total economic impacts, supporting 230 jobs in Ketchikan (including indirect and induced impacts). Economic activity was generated the following activities:

Purchases by Ferry Authority: In 2019, the IFA spent \$1.1 million in Ketchikan in support of ferry operations, including fuel purchases, groceries for the galley, and repairs and maintenance at Vigor Alaska Ship and Drydock.



Retail Expenditures: The ferry provides a means for island residents to purchase items that local stores do not carry, such as furniture and household goods, to stock up on more affordable groceries and staples, and to take advantage of Ketchikan services like auto mechanics and movie theaters. Approximately 10% of sales at some Ketchikan stores are by Prince of Wales customers who come over on the ferry to shop. IFA riders from Prince of Wales spent an estimated \$7.5 million on retail in Ketchikan in 2019.

Medical Tourism: The economic impact of island residents using the IFA to access Ketchikan medical care was \$9.2 million last year.

Cumulative Impact: Assuming this spending has remained somewhat constant through the years, this means that over the past 18 years, the IFA has supported \$477 million in economic activity in Ketchikan.

Recreation: Another opportunity the IFA provides is access to vast hunting and fishing grounds for Ketchikan residents, thereby improving overall quality of life. According to the Alaska Department of Fish and Game, in 2018, 450 Ketchikan residents hunted deer and black bear on POW.

“The IFA provides a vital service to both Ketchikan and POW. The ferry is a lifeline for island residents seeking medical care, professional services, shipping, or resupply opportunities in Ketchikan. The ferry enhances overall quality of life by increasing opportunities for recreation, subsistence, and commerce. It plays a major role in moving freight, creating jobs, and is an important customer for the Ketchikan Shipyard.”

Chelsea Goucher, President of the Ketchikan Chamber

ECONOMIC IMPACT OF IFA SPENDING IN KETCHIKAN 2019

Cost category	Direct effects
Spending by IFA in Ketchikan: fuel, shipyard, contractors, utilities, supplies, groceries, etc.	\$1,112,615
Estimate of IFA ridership spending in Ketchikan: groceries, clothing, hardware, building materials, automotive, fuel, lodge supplies, restaurant, etc.	\$7,475,230
Spending by IFA riders on health care in Ketchikan	\$9,192,000
Total Economic Impact (including direct, indirect and induced, including seafood)	\$26.5 million
Total jobs generated by above spending in Ketchikan + seafood jobs	230

Sources: Analysis uses IFA data, interviews with retail managers in Ketchikan at multiple stores regarding percentage of sales to POW residents, and a detailed account of sales categories from the Ketchikan Borough. Secondary impacts analyzed using BEA RIMS II data. **Photo Credit:** Carolyn Chapman. Graphics by Avery Veliz.

Children and senior citizens using the IFA have saved **\$19.3 million** over the price of flying since 2002

44,200 people and 10,000 vehicles traveled between Ketchikan and Prince of Wales Island in 2019

Two million pounds of fresh and live seafood were shipped by IFA with an **ex-vessel value of \$10 million**



Students from 12 school districts took **3,100 trips**, saving schools **\$337,000** over the cost of flying



The Inter-Island Ferry Authority generated

\$46.4 Million in Total Economic Impact in 2019

including multiplier effects

IFA activity supports **508 jobs** and **\$19.3 million** in associated wages in southern Southeast



Tourists spent \$11.2 million in Prince of Wales on lodging, food, and activities in 2019, after arriving by ferry



Medical Trips by Prince of Wales residents using the IFA generated **\$9.2 million** in Ketchikan health care spending in 2019

Shopping by IFA riders generated **\$7.7 million** in Ketchikan spending, and the IFA spent **\$1.1 million** on repairs, fuel, and food.



The IFA provides daily ferry service between Alaska's Prince of Wales Island and Ketchikan



Inter-Island Ferry Impacts

CITY OF CRAIG MEMORANDUM

To: Mayor and City Council
From: Brian Templin, City Planner
Date: January 30, 2020
RE: Ordinance 724, Rezoning Lot 1A, Block 20, USS 1430 – First Reading

Lot 1A, Block 20, USS 1430 is currently owned by Misty Fitzpatrick and Mike Burgess (dba Tongass Electric). This lot is located at 405 7th Street (behind the AP&T offices here in Craig). The property has a duplex structure and the previous owner was approved as a bed & breakfast under a conditional use permit. The current building has two apartments upstairs and a large garage on the ground floor. The property being considered for rezoning has residential property abutting on two sites and commercial property located on two sides (the AP&T offices are located across the alley on the north side of the property and Water Street Apartments are located to the east across the 7th Street Right of Way.

Mike and Misty applied to the Craig Planning Commission to rezone the property from Residential High Density-I to Commercial so that the existing building could be used as housing for themselves and their employees; a base of operations for Tongass Electric in Craig; and administrative office space for Tongass Electric.

The public hearing for the rezone was made as required in the Craig Municipal Code and the public hearing was held by the Craig Planning Commission on December 12, 2019. The commission had a lengthy discussion about parking and compatibility. John Moots (one of the neighboring residential property owners) asked that if the rezoning is approved that the owners be required to provide screening fencing or vegetation between the new commercial property and the existing residential property. The Craig Municipal Code allows the city to require this screening between commercial/industrial property and adjacent residential property. The property owners and Mr. Moots agreed with the planning commission's recommendation for screening and will meet with the city planner to work out the details of the screening if the rezone is approved.

Property Zoning in Alaska is generally enacted by adoption of land use maps as part of the comprehensive planning process. Since the current land use maps were adopted by the council in early 2019 as part of the city's comprehensive plan update the city, then any change to zoning/land use in Craig modifies those maps and must be adopted by the council. The Craig Municipal Code requires that the planning commission holds a hearing and makes a recommendation to the council and that the council consider the zone change by ordinance.

If the council chooses not to follow the planning commission's recommendation the council should state the specific findings that support the decision. These findings will be sent to the planning commission for further consideration.

Recommendation: Approve first reading of Ordinance 724 and schedule a public hearing and second reading of the ordinance at the next council meeting.

**CITY OF CRAIG
ORDINANCE No. 724**

REZONING LOT 1A, BLOCK 20, USS 1430, FROM RESIDENTIAL HIGH DENSITY-I TO COMMERCIAL ZONING

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CRAIG, ALASKA:

Section 1. Classification. This is a non-code ordinance.

Section 2. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall be effective immediately upon adoption.

Section 4. Action. This ordinance amends the official zoning map by rezoning Lot 1A, Block 20, USS 1430, as shown on Plat 91-60, Ketchikan Recording District, from Residential – High Density-I to Commercial Zoning.

PASSED AND APPROVED ON _____, 2020

MAYOR TIM O'CONNOR

ATTEST _____
JILLIAN CARL, CITY CLERK

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 29, 2020
RE: Consider Approval of POWCAC Transportation Priorities

Attached you will find City of Craig Resolution 20-02. The resolution adopts Prince of Wales Community Advisory Council Resolution 20-01, which the POWCAC membership approved on January 28.

Each year, POWCAC prioritizes island transportation projects and sets the priorities out in a resolution. The resolution, once approved, is sent to Alaska DOT/PF and other agencies, where they ostensibly use the resolution to earmark funding for island projects.

Most of the projects are from the prior year's resolution. Funding is in place to complete some of the projects identified in the resolution; the membership, as it has in the past, chose to keep funded projects on the list even if they are already funded or under construction, to ensure that other agencies know that those projects remain a priority for the island's communities until project completion.

As the council will recall, POWCAC resolutions become effective only after they are approved by a majority of governing bodies of the participating communities, of which Craig is one.

Recommendation

Approve City of Craig Resolution 20-02.

**CITY OF CRAIG
RESOLUTION 20-02**

ADOPTING PRINCE OF WALES COMMUNITY ADVISORY COUNCIL RESOLUTION 18-01 PRIORITIZING DOT/PF ROAD PRIORITIES FOR PRINCE OF WALES ISLAND

WHEREAS, the Prince of Wales Community Advisory Council is made up of representatives from each community and Federally-recognized Tribe on Prince of Wales Island; and,

WHEREAS, the Prince of Wales Community Advisory Council acts on behalf of Prince of Wales communities on issues that include transportation; and,

WHEREAS, the Prince of Wales Community Advisory Council adopted its Resolution 20-01 on January 28, 2020; and,

WHEREAS, said resolution prioritizes road projects on Prince of Wales Island for 2020; and,

WHEREAS, POWCAC resolutions must be adopted by the governing bodies of a majority of its members.

NOW, THEREFORE, BE IT RESOLVED that the City of Craig hereby adopts POWCAC Resolution 20-01, a copy of which is attached.

Adopted this 6th day of February, 2020.

Mayor Tim O'Connor

ATTEST _____
Jillian Carl, City Clerk

PRINCE OF WALES COMMUNITY ADVISORY COUNCIL RESOLUTION No. 20-01

A JOINT RESOLUTION BY AND BETWEEN THE COMMUNITIES OF THE PRINCE OF WALES COMMUNITY ADVISORY COUNCIL (POWCAC) SETTING TRANSPORTATION PRIORITIES FOR PRINCE OF WALES ISLAND FOR 2020

WHEREAS, the Prince of Wales Community Advisory Council acts in an advisory capacity for participating communities on Prince of Wales Island; and,

WHEREAS, the representatives from the Alaska Department of Transportation and Public Facilities have discussed proposed road projects for Prince of Wales Island and have suggested that communities on the island develop a consensus of road projects priorities for inclusion in the State of Alaska's STIP, Public Forest Service Roads Program, and the Bureau of Indian Affairs Roads Program; and,

WHEREAS, the Prince of Wales Community Advisory Council has discussed road needs on Prince of Wales Island and recommends that the following projects and priorities be adopted by the Island communities and submitted to the Alaska Department of Transportation and Public Facilities for inclusion in the State's planning and prioritization process; and,

NOW, THEREFORE, BE IT RESOLVED that the communities of the Prince of Wales Community Advisory Council hereby adopt the following regional transportation projects and priorities for roads on Prince of Wales Island:

FOREMOST TRANSPORTATION PRIORITY

<u>Priority</u>	<u>Project Name</u>	<u>Project Description</u>
1.	Operational Support to IFA	Continue annual appropriation through the following means: 1) in the State of Alaska General Fund operating budget, and 2) inclusion of IFA support in the State Transportation Improvement Plan

SURFACE TRANSPORTATION PRIORITIES

<u>Priority</u>	<u>Project Name</u>	<u>Project Description</u>
1.	Kasaan Road	Phase I-Goose Creek to Tolstoi Bay; Phase II-Tolstoi Bay to Kasaan: Upgrade to a two-lane road at 35 mph design speed. Surface with D1 and asphalt. The road is critical to Kasaan and carries school bus traffic, daily commuting from S. Thorne Bay to the balance of Prince of Wales Island, and industrial truck traffic, making upgrade of the right of way priority.
2.	Resurfacing Hydaburg Road	Redesign, straighten, and resurface the Hydaburg road to provide safe driving conditions.
3.	Whale Pass Road	Upgrade and pave the Neck Lake road from the existing pavement into Whale Pass to the harbor.

- | | | |
|----|-----------------------------|---|
| 4. | Port Saint Nicholas Road | Upgrade and improve the remainder of the Port Saint Nicholas Road system located outside of Craig. |
| 5. | Sandy Beach Road | Upgrade and reconstruct between Thorne Bay and Coffman Cove. Evaluate merits of construction of the low elevation Eagle Creek road segment. |
| 6. | Ratz Harbor-Eagle Creek Rd. | Construct a low elevation road between Ratz Harbor and Eagle Creek. |
| 7. | Twin Island Road | Upgrade and pave the Twin Island road to create a suitable road base for El Capitan cave and north island traffic. |
| 8. | Naukati Bay Road | Upgrade and pave Naukati Bay access road between the terminus of the existing pavement and the Naukati Seaplane float. |

AIR TRANSPORTATION PRIORITIES

- | <u>Priority</u> | <u>Project Name</u> | <u>Project Description</u> |
|-----------------|---|--|
| 1. | Frank Peratrovich Airport | Construct/install improvements detailed in the airport master plan. |
| 2. | Frank Peratrovich Airport
Winter Maintenance | Attain designation change from being listed as an unattended to attended airport facility. |
| 3. | Public Parking | Provide public parking at Peratrovich Airport. |

ROADS TO RESOURCES

- | <u>Priority</u> | <u>Project Name</u> | <u>Project Description</u> |
|-----------------|----------------------------------|---|
| 1. | POW Minerals and Hydropower Road | Construct road access to POW mine and hydro-electric project sites, including Reynolds Creek, Niblack Mine, and Bokan Mountain sites. |

ALTERNATIVE TRANSPORTATION PRIORITIES

- | <u>Priority</u> | <u>Project Name</u> | <u>Project Description</u> |
|-----------------|--|--|
| 1. | Community Transit System | Establish an Island-wide bus system to connect communities and transportation hubs. |
| 2. | Roads and Trails vegetation control | Mechanical not chemical means for controlling noxious and/or invasive plants. |
| 3. | Pull outs along main roads on Prince of Wales Island | Add additional pull outs along the main roads and plow them in the winter for sightseeing, woodcutting, hunting, hiking, parking, emergency breakdowns, cell phone conversations and access to winter recreation |

- | | | |
|----|--|--|
| 4. | Prince of Wales North End
Ferry Service | General support of future efforts to establish a ferry from the North End to neighboring island communities. |
|----|--|--|

NON-MOTORIZED FACILITY PRIORITIES

- | | | |
|----|------------------------------|--|
| 1. | Craig-Klawock Path | Construct a multi-use path for 4.7 miles along the highway between Craig and Klawock. Consider joint venture on project with State of Alaska as electrical transmission line owner, Alaska Power and Telephone, and communities. |
| 2. | Multiple Use Paths | Construct multi-use paths along the mainline road system Prince of Wales Island. |
| 3. | POW Discovery/Visitor Center | Planning, design, and construction of a POW Discovery/visitor's center. |

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Bureau of Indian Affairs, US Forest Service and FHWA Western Federal Lands Division in Vancouver, Washington, Alaska Department of Transportation and Public Facilities, Governor Mike Dunleavy, Senator Bert Stedman, Rep. Dan Ortiz, Rep. Jonathan Kreiss-Tomkins, and other members of the Alaska Legislature that represent Southeast Alaska communities.

PASSED AND APPROVED this 28th day of January, 2020 by the Prince of Wales Community Advisory Council.

POWCAC Chair

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 31, 2020
RE: Consider Purchase Options for Propane Boilers at Craig Aquatic Center

As the council will recall, last fall staff brought forward options to repair or replace the two propane boilers at the Craig Aquatic Center. The heat exchange components of the existing boilers failed unexpectedly taking both units out of service. The aquatic center has since been heated solely by the wood boiler.

After considering several options, Parks and Public Facilities Director Doug Ward recommended that the council authorize purchase of two new boilers, rather than replacing the failed heat exchange units in the existing boilers. A copy of Doug's October 31, 2019 memo to the council is attached.

At the time, the council deferred action on the boilers pending a report from Thermal Solutions, the manufacturer of the heat exchange units on the cause of their failure. The heat exchange units were shipped back east to the manufacturer for analysis. The city recently received word back from Thermal Solutions Alaska dealer. All the dealer is willing to release about the failed units is the following, delivered to the city via e-mail:

Quality Control and Engineering evaluated the leaking heat exchanger and below are their remarks:

Coil leak was observed about 4-6" in where all those coils are deformed. The coils in the front of the HX look very odd. Coupled with the burn mark on the side of the HX, it appears it may have been some kind of dry fire situation and suspect it has something to do with how it was operated.

Conclusion is that the damage caused to the heat exchanger was not due to premature failure, but rather due to how the boiler was operated or system-related. Therefore, no warranty can be given.

Given the lack of detail in Thermal Solution's short report, Doug Ward's recommendation remains unchanged from last fall: authorize purchase of two new Advanced Thermal Hydronics-brand boilers, rather than replacing the heat exchange units of the existing boilers. As the council can see from the spreadsheet, there is a wide margin between the lowest cost option (replacing the heat exchanger components in the existing boilers) and the highest cost option (replacing the two propane boilers). While the cost of Doug's recommendation is in the higher range of solutions, staff believes it is also the best option for operation of the pool building. On a related note, staff has a mechanical engineer reviewing the specifications of the ATH-brand boilers to ensure that the identified units are a good match to the aquatic center's mechanical

system. Which boiler is eventually purchased will depend on the engineer's recommendation and council authorization.

Whichever option the council chooses, a decision should be made as soon as possible. Relying solely on the wood boiler for heat to the aquatic center carries the risk of losing all heat sources to the pool should the wood boiler require unplanned maintenance or repair. Closing the pool until the wood boiler is put back in operation will displace many regular users of the facility, including the schools and swim team.

Recommendation

Authorize, by motion, funds to replace/repair the propane boilers at the Craig Aquatic Center, in the amount of \$45,000. If the council prefers a boiler alternative other than that recommended by staff, it should specify the alternative in the approving motion.

TO: CRAIG CITY MAYOR AND COUNCIL
FROM: DOUGLAS WARD /FACILITIES
SUBJECT: AQUATIC CENTER BOILERS
DATE: OCTOBER 31, 2019

As you are all aware, the (2) propane boilers at the Aquatic Center Building have had catastrophic failures. They are non-functional, and therefore the facility is relying solely on the city's wood fired boiler. If the wood boiler encounters any issues and goes off-line, the Aquatic Center Building will have to close to the public, until the boiler is brought back on-line. Historically the wood boiler runs fairly trouble free while it is in service, but there are periodically minor mechanical and fuel problems that can take it out of service. In the past those occurrences have lasted from hours up to a week. Just be aware that it is probable that the Aquatic Center will be close periodically for boiler issues until the propane boiler issue is resolved.

At this point, we are not certain for sure what caused the failure of the propane boilers. I have removed one of the failed heat exchangers, and shipped it back to the manufacturer to diagnose the cause of failure. The heat exchangers are warranted for 10 years (pro-rated), but initial response from manufacturer is that they will not be covered.

My speculation is that corrosive atmosphere is responsible for the premature failures. We have identified probable sources where that air is entering the space housing the boilers. We have, and are making inquiries on how to seal, ventilate, and remedy this condition. Manufacturer states that common failures are due to out of range hydronic water composition. My testing on the fluid shows it is within acceptable specifications. Until we hear the results from testing, all guesses are speculation.

Attached is an overview of various alternatives to replace the failed boilers. I have also solicited a rough estimate from local contractor HII Operations, to install differently configured boilers. It is meant only as a ball park figure. His estimate is \$3,000.00 - \$5,000.00 to plumb in a differently configured machine to the existing plumbing. I am still awaiting pricing on several other boiler options that I have requested, including pricing for the same units as the existing pair. I am also expecting a bid from local Vendor Arrowhead Transfer Lp Gas, which I have not yet received.

My recommendation is to replace the existing units, and not to repair them. The rest of the components have been subject to the same corrosive atmosphere for the three years since they were installed. I have had to make several repairs to them already since new. The lead / lag, and load sharing controls did not function that well since they were installed, in my opinion.

I recommend purchasing and installing The Advanced Thermal Hydronics KN10, and KN-6 units. They have a 25 year life expectancy and a cast iron heat exchanger that is more forgiving. My recommendation will be valid only upon returned results of the cause of failure on existing units, and verification that boilers meet all previously laid out specifications for this application.

It is also of my opinion that the city council at some point, look into funding a part time maintenance position, specifically for the Aquatic Center and wood boiler buildings and equipment. I believe a facility that size, and with the amount of equipment it has, and the corrosive environment it holds, needs a dedicated employee maintaining it. There are sufficient maintenance requirements to justify the position. With current staffing and the work load of the current parks and facilities staff, the Aquatic Center currently is receiving minimal attention.

MANUFACTURER AND MODEL	BTU / MBH OUTPUT	EFFICIENCY	TOTAL 2 UNITS W/ SHIPPING & SETUP*	WARRANTY	*NOTES*
Existing Equipment * Heat Exchanger Replacement *			\$9,884.00	10 YEAR PRO-RATED	316L Stainless Exchanger
Thermal Solutions - Apex 725C	689,000	95%	\$26,513.00	10 YEAR PRO-RATED	316L Stainless Exchanger
Weil Mclain - Slim Fit 750	702,000	94%	\$24,818.40 *1	10 YEAR	Aluminum Heat Exchanger
Raypak - Xvers H7-726L	705,000	97.30%	\$35,245.20 *2	10 YEAR	316L Stainless Exchanger
Raypak - Xfiire H7-800B	768,000	96%	\$41,701.20 *2	10 YEAR PRO-RATED	316L Stainless Exchanger
Advanced Thermal Hydronics - KN10	900,000	90%*	\$41,150.00 *3	25 YEAR	Cast Iron Heat Exchanger
Advanced Thermal Hydronics - KN6	540,000	90%*	X		25 Year Life
Lochinvar - Crest FBN0751	722,000	96.20%	\$49,896.00 *4	10 YEAR	316L Stainless Exchanger
Lochinvar - FTX750L	705,000	97.20%	\$37,290.00 *4	10 YEAR	316L Stainless Exchanger
Laars Pennant - PNCH 750	638,000	85%	\$22,548.00 *5	10 YEAR PRO-RATED	Cupro-Nickel Exchanger
Burnham - KV905A-WNP	646,000	82%	\$23,830.00 *6	10 YEAR	Cast Iron Exchanger

* 90% @ full fire. Efficiency increases with turn down

*Total price reflects extras included

*1 No setup on this unit

*2 Setup \$1500.00 per day + Travel

*3 Setup \$6900.00 / 2-3 Weeks Lead

*4 Includes Circ. Pumps @ \$3020.00 ea.

*5 Includes Circ Pumps @ \$778.00 ea.- No Start Up or Flue Materials Included

*6 Start Up & Training Extra

All shipping is F.O.B. Seattle

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 31, 2020
RE: Update on Port St. Nicholas Road Fee Litigation

As the council recalls, the city is the defendant in litigation filed by a number of Port St. Nicholas property owners in Alaska Superior Court, regarding the proposed PSN Road fee ordinance.

As I note in my February staff report, we await a decision on the litigation. There is no set timeline for the decision, meaning that the court could rule at any time.

I will keep the council posted if a decision is released before the council's February 6 meeting.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 29, 2020
RE: Consider Approval of Port St. Nicholas Road Plan of Work

Attached is the proposed Plan of Work for the Port St. Nicholas Road. As noted on my December staff report, the PSN Road fee ordinance adopted by the council calls for city staff to prepare an Annual Plan of Work to identify anticipated work to the PSN Road for the coming year. The ordinance also calls for the plan to identify anticipated costs to implement the work. Once a draft Plan of Work is prepared by staff, it goes out for public review and comment for thirty days, at which point the council may consider adoption of the plan.

The proposed Plan of Work was released December 20 for public review. I e-mailed the document to most of the public contacts on the e-mail distribution list I maintain for this project (I did not email to the draft to those named as plaintiffs in the PSN Road fee litigation, and instead sent the draft to the city attorney, so that he could forward to plaintiff's attorney). I e-mailed the document to the city council on December 26. Notice of the Plan of Work was posted to the city's web site on December 20, 2019. The thirty day public comment period included the council's January 16 meeting so that members of the public could provide comments directly to the council for those who would prefer doing so over submitting written comments. The comment period closed at 5:00 p.m., January 20, 2020.

The attached proposed plan of work complies with the requirements of the city's municipal code. It articulates the anticipated needed maintenance tasks and the reasonable costs to implement the maintenance.

Section 12.10.040.B of the Craig Municipal Code calls for the council to consider the public comments received prior to adoption of a Plan of Work. The city received six public comments during the comment period. Copies of those comments are attached. All but one of the comments express dissatisfaction with the method the city proposes to use to assess the road maintenance fee. None of the comments address the maintenance tasks or costs identified in the plan.

Recommendation

That the council consider the public comments received during the public comment period, and any comments received at the council's February 6 meeting regarding the Plan of Work. If no comments are received beyond what is already in the record, given the lack of task-specific comments, the council should adopt, by motion, the Annual Plan of Work as presented by staff.

City of Craig
Draft Annual Plan of Work Fiscal Year 2021 - Port St. Nicholas Road
December 20, 2019

This plan of work is prepared in compliance with Section 12.10.040.B of the Craig Municipal Code. The plan estimates the work tasks and capital and operational costs for the Port St. Nicholas Road as defined at 12.10.090 of the CMC.

Section I – Description of Work Tasks & Estimated Costs

Task 1: Grading Gravel Surface

Grading to be performed a minimum of thirteen times and spot grading as needed for the fiscal year 2021. The Public Works Department has estimated a minimum of 260 operation hours, and 1300 tons of 1.5” minus surface material to accomplish basic grading operations.

Equipment & Labor	Units	Quantity	Rate	Total
Motor grader	HR	175	\$164.37	\$28,765
Roller	HR	85	\$83.24	\$7,075
1.5" minus	TON	1,300	\$18.50	\$24,050
TOTAL				\$59,890

Task 2: Culvert Maintenance

Culvert cleaning and drainage ditch debris cleanup as needed, approximately 60 hours.

Equipment & Labor	Units	Quantity	Rate	Total
Backhoe	HR	60	\$104.26	\$6,256
Dump Truck	HR	60	\$139.45	\$8,367
1.5" minus	TON	0	\$18.50	\$0
Pit Run	TON	0	\$12.50	\$0
3" Jaw Run	TON	0	\$15.80	\$0
Corrugated pipe	FT	0	\$28.94	\$0
Total				\$14,623

Task 3: Asphalt Maintenance

No specific asphalt maintenance work is planned for the period.

Task 4: Snow removal and Sanding

Sanding the road surface requires a minimum of two cubic yards of material to sand 1.5 miles of paved road. Sanding may be performed up to twice a day depending on road conditions. Estimates are based on an average of 10 snow days.

Equipment & Labor	Units	Quantity	Rate	Total
Dump Truck	HR	20	\$139.45	\$2,789
Sand	TON	50	\$22.50	\$1,125
TOTAL				\$3,914

Task 5: Striping

Cost based on estimate from striping contractor, plus preparation costs.

Equipment & Labor	Units	Quantity	Rate	Total
Striping	FT	17,300	\$1.35	\$23,355
Sweeping	HR	4	\$120.74	\$483
Total				\$23,838

Task 6: Bridge Maintenance

There are three minor maintenance tasks planned.

- Remove gravel and debris from the shoulders of the deck to allow water drainage;
- Clean compression joints and install seals at abutments;
- Cut brush and trees around and under bridge.

Equipment & Labor	Units	Quantity	Rate	Total
Brush removal	HR	1	\$109.00	\$109
Expansion joint	Stick	10	\$134.00	\$1,340
Labor	HR	8	\$49.00	\$392
Total				\$1,841

Task 7: Guard Rail Maintenance

No maintenance service associated with this infrastructure component.

Task 8: Shoulder Brushing

Estimate clearing production rate is five operation hours per mile. Use of a brusher is incorporated into the production rate.

Equipment & Labor	Units	Quantity	Rate	Total
Brushing	MILE	3.3	\$531.25	\$1,753

Section II – Budget & Allocation of Costs Among Lots

The table below shows the sum total used to estimate the fee for the work described in this report.

Task	Description	Cost
1	Grading	\$59,890
2	Culvert maintenance	\$14,623
3	Asphalt maintenance	\$0
4	Snow removal & sanding	\$3,914
5	Striping	\$23,838
6	Bridge Maintenance	\$1,841
7	Guardrail maintenance	\$0
8	Shoulder brushing	\$1,753
	Total	\$105,859

Section 12.10.020 of the CMC calls for applying 45 percent of costs among the lots subject to the annual road maintenance and improvement fee, with a maximum of \$150 per lot. Applying the cost allocation found at CMC 12.10.020, the projected cost for the work period will reach the \$150 per lot maximum, as shown in the table below.

Estimated			
Subject	Estimated	Cost per	Maximum Fee
Lots	Costs	Lot @ 45%	per lot
180	\$105,859	\$265	\$150

Section III. Summary

Per CMC 12.10.040.B, this Annual Plan of Work estimates the range and costs of work tasks, as well as the number of lots subject to the road maintenance fee. Actual costs and number of subject lots will be reported to the Craig City Council in a subsequent Annual Maintenance Report required at CMC 12.10.040.A.

Section IV. Public Review and Comment

Per CMC 12.10.040.B, this Annual Plan of Work is subject to public review and comment for 30 days, at which time the city council will consider all comments received during the public notice period. Comments are due to the city by 5:00 p.m. Monday, January 20, 2020. Comments may be sent via US Mail to City of Craig PO Box 725 Craig, AK 99921, or by e-mail to info@craigak.com. Comments may be made in person at the Craig city council meeting scheduled for Thursday, January 16, 2020. The meeting begins at 7:00 p.m. in the Craig city council chambers.

For more information, call 826-3275, or stop by city hall.

Public Comments Received on the
Draft PSN Road Plan of Work

From: [Brian Castle](#)
To: jbolling@aptalaska.net
Subject: PSN road maintenance
Date: Tuesday, January 21, 2020 8:11:46 AM

Dear Jon Bolling, City of Craig, and others associated with the PSN road maintenance issue,
We wanted to let you know that Ellen and I are in favor of all of the people on PSN road to pay a determined fee for their share of maintenance costs for the road.

Sincerely,
Brian Castle and Ellen Hannan
Mile 2.25 PSN Road

From: [Web Mail](#)
To: ["Jon Bolling"](#)
Subject: FW: PSN road maintenance
Date: Tuesday, January 21, 2020 8:21:54 AM

From: Greg Boyd [mailto:greg@davies-barry.com]
Sent: Monday, January 20, 2020 4:36 PM
To: info@craigak.com
Subject: PSN road maintenance

To Whom it May Concern,

We believe Barb Schneider put it well in her e-mail to the info@craigak.com site. Every land owner on Port St. Nick should pay an equal percentage regardless of what mile marker.

Thank you,

Greg and Pat Boyd

From: [Web Mail](#)
To: ["Jon Bolling"](#)
Subject: FW: PSN Fee Comment
Date: Tuesday, January 21, 2020 8:22:07 AM

From: Kim & Garry Brand [mailto:gnbrand@gmail.com]
Sent: Monday, January 20, 2020 4:26 PM
To: Info@craigak.com
Subject: PSN Fee Comment

To Whom It May Concern:

We are contacting you in regards to the proposed Draft Annual Plan of Work Fiscal Year 2021 - Port St. Nicholas Road.

We understand the issue of road maintenance of Port Saint Nicholas and it's importance, however I am dissatisfied with the suggestion that residents of the first 180 lots (approximately the first 5 miles of the PSN road) be responsible for the costs and fees of sustaining a public road – a road that doesn't end at the termination point for proposed maintenance. There is at least another 5 miles beyond the 180 lots, whereby many other land owners/residents travel, on a regular basis. There were several bridges that were worked on beyond that marker.

This arrangement is not only inequitable, but [in my opinion] a deferment of financial responsibility contracted by the City, without land owners prior consent or consideration.

We already pay higher fees for City water than everyone else does and do not have a right to vote in City elections. This agreement should have been shared with PSN landholders before commitments had been made. These fees also seem exorbitant for the services that are provided.

Please record that we are not in favor of [any of] the landowners of Port Saint Nicholas bearing the burden of financial responsibility for maintaining a public road.

Thank you,
Garry and Kim Brand

From: [Web Mail](#)
To: ["Jon Bolling"](#)
Subject: FW: PSN Plan of Work
Date: Tuesday, January 21, 2020 8:22:26 AM

The email below was received at info@craigak.com

From: Barbara Schneider [mailto:bschneider@craigschools.com]
Sent: Monday, January 20, 2020 4:16 PM
To: Info@craigak.com
Cc: Joe & Barbara Schneider
Subject: PSN Plan of Work

To Whom It May Concern:

We are contacting you in regard to the proposed Draft Annual Plan of Work Fiscal Year 2021 - Port St. Nicholas Road.

We understand the issue of road maintenance of Port Saint Nicholas and it's importance, however I am dissatisfied with the suggestion that residents of the first 180 lots (approximately the first 5 miles of the PSN road) be responsible for the costs and fees of sustaining a public road – a road that doesn't end at the termination point for proposed maintenance. There is at least another 5 miles beyond the 180 lots, whereby many other land owners/residents travel, on a regular basis. This arrangement is not only inequitable, but [in my opinion] a deferment of financial responsibility contracted by the City, without land owners prior consent or consideration.

Please record that we are not in favor of [any of] the landowners of Port Saint Nicholas bearing the burden of financial responsibility for maintaining a public road.

Joe & Barbara Schneider

From: [Web Mail](#)
To: ["Jon Bolling"](#)
Subject: FW: PSN Road Fees
Date: Tuesday, January 21, 2020 8:22:38 AM

The email below was received at info@craigak.com

From: Joe and Barbara Schneider [mailto:aksailjb@aptalaska.net]
Sent: Monday, January 20, 2020 12:36 PM
To: info@craigak.com
Subject: PSN Road Fees

Jon

I do not agree with the proposed policy of putting the burden of maintaining the PSN Rd entirely on the residents of the North PSN subdivision. It is only fair that all users of the road pay for the costs. Also I disagree with the legality of the whole idea.

Joe Schneider

Mile 5, PSN Road

From: [Web Mail](#)
To: ["Jon Bolling"](#)
Subject: FW: PSN PLAN OF WORK
Date: Tuesday, January 21, 2020 8:21:51 AM

The email below was received at info@craigak.com

-----Original Message-----

From: janette outhwaite [<mailto:candoind@roadrunner.com>]
Sent: Monday, January 20, 2020 5:02 PM
To: info@craigak.com
Subject: PSN PLAN OF WORK

To Whom it may concern

We are contacting in regard to the proposed draft annual plan of work fiscal year 2021-PORT ST NICK ROAD

We understand the issue of road maintenance of Port ST Nick and its importance ,however i am dissatisfied with the suggestion that residents of the first 180 lots (approximately the first 5 miles of the PSN road be responsible for the cost and fees of sustaining a public road there is at least another 5 miles beyond the 180 lots where many other land owners /residents travel on a regular basis this arrangement is not only inequitable ,but (in my opinion)a deferment of financial responsibility contracted by the City ,without landowners prior consent or consideration please record that we are not in favour of any of the landowners of PSN bearing the burdon of financialy responsibility for maintaining a public road

George and Janette Outhwaite =

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 31, 2020
RE: Proposal from SSRAA on PSN King Salmon Hatchery

Attached is an e-mail from staff at the Southern Southeast Regional Aquaculture Association (SSRAA) proposing to assume all operational responsibility related to the production of king salmon smolts at the city's water treatment plant property at Port St. Nicholas (PSN).

As the council well knows, for several years the City of Craig has contracted with SSRAA for the production and release of between 100,000 to 125,000 king salmon at PSN each year. The arrangement includes SSRAA leasing land, buildings, and equipment from the city (at \$1/year), and the city paying SSRAA approximately \$56,000 annually for the service. As part of the overall king salmon project, the city also contracts with Keta Seafoods to catch returning king salmon on a cost recovery basis, an effort that has yielded the city between \$15,000 and \$20,000 per year.

In the attached e-mail, SSRAA proposes to transition the king salmon program, including both revenue and expenses, into their management over the next two years or so. The association offers to assume all costs related to the program, and maintain the king salmon release in return for a long-term extension of the current lease terms and the city continuing to provide utilities to the site.¹ SSRAA would also work with the Alaska Department of Fish and Game to expand the special harvest area and terminal harvest area at PSN.

I welcome the offer from SSRAA. While the existing contractual arrangement has benefitted the City of Craig, I think the arrangement could be made more beneficial to both parties by revising the terms of contract.

If the council is prepared to consider renegotiating the existing agreement with SSRAA I suggest accepting SSRAA's general terms, with a few proposed changes. Those changes should include:

- Start the new arrangement July 1, 2020, rather than July 1, 2021.
- Propose increasing the annual king salmon release to 200,000.
- Ask SSRAA to provide more specifics on the proposed expansion of the SHA and THA.
- Specify exactly what utilities the city is to provide.

Recommendation

That the council discuss the merits of the offer in the attached e-mail, and by motion direct staff to reply to SSRAA with a written response, after providing staff with guidance on additional and/or revised terms of operation to discuss with the association.

¹ SSRAA also plans to raise millions of chum salmon at the PSN site annually, for release at Port Asumcion.

From: [Bret Hiatt](#)
To: [Jon Bolling](#)
Cc: [David Landis](#)
Subject: PSN Hatchery Agreement
Date: Thursday, January 16, 2020 10:04:22 AM

Hi Jon,

During the last SSRAA Board meeting there was discussion of the expanded Pt. St. Nicholas chinook salmon release, associated cost recovery, the City's involvement, etc. The direction we have as SSRAA staff now is to work with you and the City to revise our year-to-year agreements in lieu of a longer-term agreement that would suit both of our organizations better. David and I have talked to you about this in concept in the past, and now we can discuss it and make a proposal in earnest.

Here are the rough terms and contract elements that we have discussed as staff, and have been authorized to negotiate around:

- 1.) Draft one last year-to-year Operation Agreement between the City and SSRAA with the same terms as our current agreement for FY21 from July 1, 2020 to June 30, 2021
- 2.) The City conducts cost recovery with Keta Seafoods through 8/15/2020, then withdraws from the Keta Seafoods agreement as per Section 2(b) of the City/Keta agreement.
- 3.) SSRAA negotiates exclusively with Keta Seafoods for the 2021 cost recovery season (May 1 - August 15, 2021).
- 4.) SSRAA and the City sign a successor instrument to the Operation Agreement that would run alongside the PSN hatchery Lease Agreement. Our suggestion is that this could be in the form of either a new agreement or an addendum to the Lease Agreement, with an effective date of July 1, 2021. The operative points would be:
 - a.) Keeps the same lease term of 20 years (from 2017) with renewal periods;
 - b.) Provides for the City to continue to pay for utilities and conduct PRV maintenance as in the current Operation Agreement;
 - c.) Requires no future cash payments to SSRAA from the City;
 - d.) Requires SSRAA to continue releasing a minimum of 100,000 chinook smolt in exchange for city services provided, as stated above;
 - e.) Gives SSRAA sole cost recovery opportunity at the PSN Special Harvest Area.

The time table suggested above for a new agreement or lease addendum corresponds with SSRAA's Board of Fisheries proposals that will be submitted April 2020 to expand the Port Saint Nicholas SHA and THA. This change will allow more fleet opportunity to the returning chinook inclusive of allowing a larger SHA inside of Point Miraballes for cost recovery effort. The proposed expanded THA would also allow exclusive troll opportunity in an area outside the Coronados Islands between Cape Suspiro and Toti Island – changes effective 2021 salmon season. Moreover, this timetable also corresponds with the anticipated expanded return from

the additional chinook releases the SSRAA board authorized starting with brood 2016 released in 2018. We will begin to see the larger year class returns starting 2021.

This proposal simply establishes a starting place - please feel free to counter-propose other terms to us. We'd like you to consider this, and in the next few days have a phone conversation with David and I to see how close we are. As we've all discussed before, these types of terms would lessen the financial and logistics burden on the City and give more control over cost recovery and fleet opportunity to SSRAA - which we feel are both positive.

Let us know what you think.

Thanks,
Bret

Bret Hiatt – Operations Manager
SSRAA
14 Borch Street
Ketchikan, AK 99901
907-225-9605
breth@ssraa.org

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 27, 2020
RE: Draft Incentives for EMS Responders

City staff met recently to identify specific incentives benefitting EMS responders. The incentives are meant to encourage Craig EMS volunteer squad members to answer emergency calls more often than is the case now, and to sign up for on-call shifts. A summary of what the tiered system may include is attached for council review.

The concept of the incentives revolves around the award of what are called “city bucks”. City bucks may be applied to any number of fee-based city services, all of which are identified in the attached tier schedule. Staff in the city’s finance department would track the accumulation and redemption of city bucks when they are presented to the city for use by the recipient.

The incentive schedule also includes a graduated rate of stipends for responders. The city already has in place a stipend schedule for EMS members who respond to calls. The attached tier schedule modifies the existing stipend schedule to increase the stipend amount incrementally the more that a given EMS squad member responds to calls for service.

Among the proposed incentives is a reduction of an emergency responder’s assessed value of a primary residence. Alaska statute 29.45.050.r allows a city to exempt, by ordinance, up to \$10,000 from an emergency responder’s property assessment. At the city’s six mill property tax rate, the exemption would lower the volunteer’s property tax bill by up to \$60.00.

The rewards in the tier system for response to calls would be awarded for the prior year’s response effort. Rewards for accepting on-call shifts would be compiled quarterly.

While some of the proposed city bucks awards would be largely cost-neutral to the city, most of the proposed awards would result in an actual loss of revenue across a number of city departments. Depending on how many EMS responders end up qualifying for city bucks benefits, it may be less work administratively to simply make cash payments to the responders rather than awarding city bucks. Staff estimates the additional cost to the EMS department would be around \$14,000 beyond what was spent for response stipends last year. In addition, the EMS volunteers would be free to spend the incentive awards in any way they choose, rather than just on city services.

I do have some concerns about awarding sales tax exempt cards, especially relative to the “Lifetime Honor” awards listed on page 2, in the tiered system because in issuing the card we lose some modicum of control over the cost of the benefit. A cash payout instead still rewards service and fixes our out of pocket costs.

The attachment and this cover memo are presented for council discussion. Staff is ready to record council response to the tiered award schedule and finalize for formal consideration by the council, probably by resolution, at a meeting in the near future.

Suggested EMS Reward Tiers:

The reward tiers identified below is intended to build a reward system that encourages more responses to EMS calls and encourages Craig EMS squad members to commit to being officially “On call” for 12-hour shifts. Currently there are very few volunteers willing to commit to specific on-call shifts. Calls average between 1.5 hours to 2.5 hours in length. Medivac calls are always over three hours. We use the term “city bucks” in the reward column, which means credit with the city that the volunteer can redeem for either water/sewer/garbage, harbor fees, pool use, City Gym rental, recreation programs, EMS services, and property tax exemption. The reward schedule separates the actual responses with on call time rewards to encourage people to sign up for shifts.

Rewards are calculated out from previous years call response. On call time rewards will be awarded quarterly.

Tier I:

Participation on Calls	Reward
1- 5 calls per year	Stipend Per call (level A)

Level A stipends are 25.00 for driver, 30.00 for EMT 1 and 35.00 for EMTII

Tier II:

Participation on Calls	Reward
6-14 calls per year	Stipend per call (level A) 125.00 dollars in city bucks

Level A stipends are 25.00 for driver, 30.00 for EMT 1 and 35.00 for EMTII, EMT III & MICP

Tier III:

Participation on Calls	Reward
15-30 Calls per year	Stipend per call (level B) 6-month Pool Pass or \$250.00 City bucks Partial property tax exemption per state statute

Level B Stipends are 30.00 for driver, 35.00 for EMT 1, 40.00 for EMTII and 45.00 for EMT III & MICP

Tier IV:

Participation on Calls	Reward
31 – 50 calls per year	Stipend per call (level C) Yearly pool-pass or 500.00 City bucks Partial property tax exemption per state statute

Level C Stipends are 35.00 for driver, 40.00 for EMT 1, 45.00 for EMTII and 50.00 for EMT III & MICP

Tier V:

Participation on Calls	Reward
50+ calls per year	Stipend per call (Level C) Yearly pool pass + Tax-free card Partial property tax exemption per state statute

Level C Stipends are 35.00 for driver, 40.00 for EMT 1, 45.00 for EMTII and 50.00 for EMT III & MICP

Special Tier:

Lifetime Honor: **10+ years of Tier Four or Five**

Lifetime of tax-free card + Lifetime pool pass + Lifetime trash pick up

Signing up for shifts / or training hours

2 or more shifts per month = \$ 25.00 city bucks.

4 or more shifts = \$100.00 city bucks.

Training Hours

After 8 hours of specialized training = \$ 100.00 city bucks.

Does NOT include regular CME or meeting nights. This is specialized Hazmat, or specialized training only where we ask medics or firefighters to take off work and use vacation time to attend a training.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 24, 2020
RE: Follow Up from Alaska Permanent Capital Management

Attached are slides the city received from Mr. Blake Phillips at Alaska Permanent Capital Management. The slides address the four new categories of investments that Mr. Phillips recommended the city consider adding to its range of permitted investments, during his presentation to the council on January 16.

Page one of the attachment provides an explanation for the change, and definitions of each of the four categories. Page 2 contains a table with APCM's recommendation as to the range of percentages that the Craig Endowment Fund should hold all classes of investments.

Background

The Craig Endowment Fund was established by ordinance in the 1990s, following the receipt by the city of two, one-time payments totaling about \$8 million. The ordinance governing management of the fund has been modified by ordinance since its origination. The current governing structure is found at section 3.15 of the Craig Municipal Code. The council's obligation regarding management of the endowment fund is best summarized by reading 3.15.010 of the CMC:

3.15.010 Endowment fund created.

- A. There is created an endowment fund.
- B. Safety of principal is the foremost investment objective of the fund. Each investment transaction shall seek to first ensure that capital losses are avoided, whether they are from securities defaults or permanent erosion of market value. The City of Craig seeks to attain market rates of return on its investments, consistent with constraints imposed by its safety objectives and cash flow considerations that restrict placement of public funds. All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transaction that might impair public confidence in the City of Craig.

APCM recommends adding the four new asset classes to the list of permissible investments based on their belief that the change "incrementally improves the risk/return characteristics of the portfolio" and will help meet the fund's inflation proofing and portfolio growth goals.

Adding these asset classes can be accomplished through the adoption of an ordinance modifying 3.15.050 of the CMC. Even if the council chooses to add the proposed investments to the permitted asset list, the purchase of those assets would not occur until the council explicitly directs, by resolution, APCM to acquire those assets, and sets the permissible range of each asset class.

Recommendation

That the council discuss the merits of adding the new asset classes to CMC 3.15. If at least one council member is prepared to sponsor an ordinance adding the classes, the sponsor should make the request for staff to prepare the ordinance for first reading.

CITY OF CRAIG

ADDITIONAL ASSET CLASSES

January 2020

Agenda

- 01 Asset Class Definitions
- 02 Recommended Targets and Ranges



Additional Asset Definitions

City of Craig Endowment Fund

- After a comprehensive review of City of Craig’s objectives and constraints, APCM recommends **adding the following asset classes to further diversify the Endowment Fund.**
- Including these asset classes **incrementally improves the risk/return characteristics of the portfolio.**
- Additionally, each asset class has a specific role in the portfolio that **supports City of Craig’s investment objectives of inflation proofing and portfolio growth to support annual distributions.**

Asset Class	Definition
U.S. Small Cap Equity	<i>Equity ownership in small companies (market capitalization of less than \$2B) domiciled in the United States. These companies have a higher long term expected return than their larger peers and are added to a portfolio to enhance return.</i>
Emerging Market Equity	<i>Equity ownership in companies domiciled in emerging economies (e.g. China, India). These economies are expected to grow at a higher rate than developed economies, thus emerging market equities have more exposure to economic growth. This asset class is included to diversify economic exposure and enhance return within a portfolio.</i>
Infrastructure	<i>Infrastructure refers to assets that are socially and economically necessary to deliver products required to enhance the safety and well being of the general population. They are often characterized by long term inflation protection qualities, lower sensitivity to economic downturns, and provide stable cash flows.</i>
Commodities	<i>Commodities are basic goods that either provide food or are used as inputs in the production of other goods. Commodities are characterized by long and short term inflation protection, and provide diversification benefits against equities and bonds alike.</i>

**ASSET
CLASSES**

Proposed Asset Class Targets and Ranges

City of Craig Endowment Fund

Asset Class	Current Target	Current Range	Proposed Target	Proposed Range
U.S. Large Cap Equity	40%	30% - 50%	24%	15% - 35%
U.S. Mid Cap Equity	6%	0% - 10%	7%	2% - 12%
U.S. Small Cap Equity	-	-	3%	0% - 6%
Developed International Equity	10%	5% - 15%	12%	7% - 17%
Emerging Market Equity	-	-	5%	0% - 10%
Real Estate	10%	5% - 15%	5%	0% - 10%
Infrastructure	-	-	5%	0% - 10%
Commodities	-	-	5%	0% - 10%
U.S. Fixed Income	34%	20% - 45%	34%	20% - 45%

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 30, 2020
RE: Consider Upgrade to New Ice House Drum & Purchase of Cooling Tower Components

In November, the council approved award of a construction contract to Wyatt Refrigeration to purchase and install a new ice-making drum to replace a failing drum unit at the city's ice house.

The bid solicitation directed bidder to specify a carbon steel lined ice drum. The company awarded the bid recommended during the bid process that the city consider ordering a stainless steel drum rather than carbon steel. At that time staff elected to retain the carbon steel specification.

Shortly after the bid award, in discussing the matter further between the contractor and staff, the contractor brought the subject up again. In an e-mail to staff, the contractor raised the following points:

1. Wyatt Refrigeration has sold more than 20 ice machines for the seafood industry in the last 15 years, and every one of them was stainless steel. I consulted North Star on this matter, and they have not sold a single carbon steel ice machine in the seafood industry in the last 10 years.
2. Your current M40 is running at a slower rotor speed, which decreases ice production, because the compressor connected to this machine is only rated at 13 tons refrigeration. A standard M40 running at full capacity requires 26 tons refrigeration. So regardless of drum material on the new machine, we will have to de-rate it to match compressor capacity, so any performance advantage that a carbon steel ice machine has is negated.
3. The seasonal nature of your facility encourages corrosion of a carbon steel drum. A stainless steel drum would be much easier to maintain.

After some subsequent internal staff discussions, and after consulting with staff at Seafood Producers Cooperative, city staff sees value in acquiring a stainless steel drum for the reasons listed above. The vendor estimates a stainless steel drum will cost the city about \$17,138 in addition to the original \$280,000 bid awarded by the council.

Time is of the essence regarding this matter. I will need to give Wyatt Refrigeration a response Friday morning, February 7 conveying the council's decision.

On a related note, the Harbor Department will need to acquire components for one of the two cooling towers at the ice house to replace components that failed last summer, and to replace other components before this summer's commercial fishing season. The components, including a cooling tower fan, new fan blade assembly, new water pump, plus freight, are likely to total about \$3,000.

Recommendation

Approve by motion the supplemental appropriation of \$17,138 toward the purchase of a stainless steel ice drum for the Craig Public Ice House Project 2019-2020 project, and \$3,000 for needed ice house cooling tower components.

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Planner
Date: January 30, 2020
RE: Skateboard Park – Site Selection

During the capital improvements project discussion and adoption of priorities in January 2019 the city council directed staff to begin work on a new skateboard park in Craig. In February 2019 the planning commission held a public hearing and narrowed the potential skate park sites down to two sites; the Spruce Street water tank site and the East Hamilton park site. Further discussions on the two sites took place over meetings between February and May. The planning commission asked staff to meet with potential park users to talk about the sites and designs.

Between May and November 2019 we worked to gather information from local skaters on which site would best fit some design standards to meet local needs. In December 2019 I met with a group of skaters and parents regarding the site. At the December meeting the group felt that there were issues with both potential sites and asked that we look at a number of other sites.

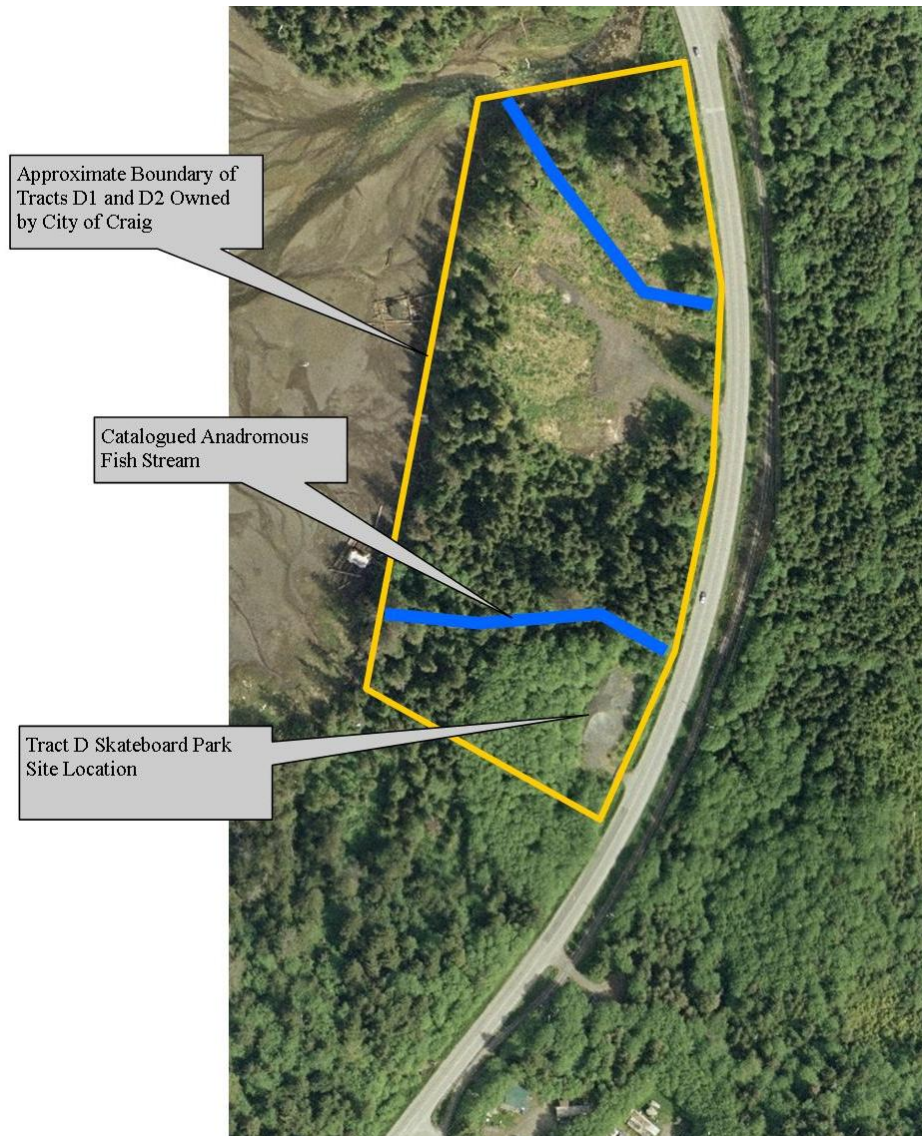
At the January 23, 2020 meeting the planning commission held public hearing on the sites that were being considered. Those sites included:

1. Spruce Street Tank Site. Area adjacent to the Craig Recreation Center at the site of the wooden water storage tank when the tank is demolished
2. East Hamilton Park (replacing aged basketball court) near East Hamilton and the highway
3. Tract D. The parking area across the highway from the Sunnahae Trailhead (this site was the preferred location by the local skateboarders)
4. Aquatic Center. The area at the north end of the Craig Aquatic Center building
5. Park Place Site. The wooded strip of land between Park Place and the Craig-Klawock Highway between the Healing Heart Park and JS Drive
6. Port St. Nicholas Road Site. The flat area to the south of the city burn pit on Port St. Nicholas Road
7. Ralph James Park Site. The wooded area south of the playground and restrooms near Ralph James Park

Chad Schwegel and Christina Collins are spearheading the skater group and acting as my primary points of contact.

At the January 23, 2019 meeting several skaters and parents (including Stina Collins and Chad Schwegel) testified that they preferred the Tract D site. There was no supporting testimony for any of the other sites, and no objections to the Tract D Site. Based on the discussion the commission voted unanimously to recommend that the Craig City Council set aside the Tract D Site for a new skateboard park. The selection of a site does not obligate the city to any funding or other action at this time.

Approval of a site will allow the local skaters, working with city staff and the planning commission, to start design, fundraising, grant writing, and eventually construction on the site. While the city may eventually choose to participate in funding the new park, or supporting grant applications, there is no current budget item in the city budget to provide funding. It is likely that after a park is built the city will assume maintenance costs and activities similar to other recreation facilities that the city owns.



Recommendation: The council should discuss the potential site for a new skateboard park, and if the council decides to take some action it should set aside the Tract D Site for the new park.

Recommended Motion: I move to set aside the southern portion of Tract D-2, Crab Cove Subdivision for the development of a skateboard park.

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 31, 2020
RE: Consider Award, Craig Harbors Condition Survey Work

The city recently advertised for proposals to complete a condition survey of Craig harbors. The project is funded in the city’s FY2020 operating budget.

The city received three proposals in response to its solicitation. The proposals were reviewed and scored separately by Harbormaster Hans Hjort, City Planner Brian Templin, and me. The three of us then met to compile our scores. A summary of the scores is shown in the table below.

Contractor Name	Scoring		
	HH	BT	JB
PN&D	95	100	100
R&M Consultanting	85	75	92
Moffatt & Nichol	90	80	80

Scores were based on similar project experience, ability to meet project schedule, scope of work, and fee proposal. All three scorers ranked the proposal from PN&D highest, and agreed the company provided the best proposal for completing the harbor condition survey work.

The project is budgeted at \$80,000. The fee proposed by PN&D totals \$79,982.

Copies of all three proposals are available for council review upon request. The first two pages of the city’s Request for Proposals are attached to give the council an idea of the scope of the project.

If approved by the council, the contractor has committed to complete work on the project before June 30, 2020.

Recommendation

Award the Craig Harbors Condition Survey project to PN&D Engineers, Inc.

**CITY OF CRAIG
REQUEST FOR PROPOSALS
CRAIG HARBORS CONDITION SURVEY**

Response deadline: 2:00 PM, local time Wednesday, January 29, 2020

The City of Craig seeks production of a report documenting the condition of the harbor facilities identified in this RFP.

Project and Background

The City of Craig owns and operates five dock and harbor facilities. The five are:

1. JT Brown Industrial Park Dock;
2. North Cove Harbor;
3. South Cove Harbor;
4. City Dock;
5. Craig Seaplane Float.

The five facilities include various ramps, grids, cranes, lighting, electrical, and water utility lines. A condition survey of the facilities is needed in order to ascertain their current condition of and to prioritize long-term funding for needed upgrades and improvements to the facilities. The work product from this project will function as a master maintenance plan for the harbors.

Provide a draft and final condition survey report that includes the following tasks:

1. Calculate, document, and report vehicle capacity load limits for the North Cove approach, City Dock, and drive down ramp at the float plane facility.
2. Determine and report structural condition of wood and steel piling at docks and floats.
3. Make recommendations for any needed repairs to and protection for steel piling and metal fixtures from electrolysis.
4. Estimate remaining useful life of all docks and floats.
5. Estimate remaining useful life of floating breakwater at North Cove Harbor.
6. Inspect, report on condition of, and recommend improvements to:
 - a. electrical systems, including conductor, pedestals, and panels.
 - b. lighting system, including conductor and fixtures, at South Cove.
 - c. grids at North Cove, South Cove, and City Dock.
 - d. water distribution systems at North Cove, South Cove, and City Dock, including lines, valves, and fittings.
 - e. walk-down ramps at North Cove, South Cove, and City Dock.

Proposal Requirements, Evaluation Criteria and Selection Process

Proposal Requirements

The project consists of furnishing all professional services necessary to prepare and provide a written condition survey for the identified facilities. Work will require above water and below water inspections, including photo documentation.

Proposals that do not address the items listed in this section may be considered incomplete and may be deemed non-responsive by the City of Craig at its sole discretion. It is the responsibility

of the firms submitting proposals to determine the actual efforts required to complete the project. Proposals shall include the following:

1. A brief description of the firm including its experience and the key individual's experience. Brief resumes of the lead engineer and key technical personnel to be assigned to this project. Discuss the experience of these persons and relate that experience to this project. Include what portion of this contract each person would be working on.
2. Provide a list of relevant projects designed by or under the direction of the individual or firm submitting the proposal. Provide client references.
3. A description of bidder's understanding of the project, the proposed work plan and the proposed schedule bidder intends to follow in order to complete the condition survey field work and written draft report by May 6, 2020, and complete a final report within 30 days of receipt of city's comments on the draft report.

Fee Rate Schedule

1. Provide a statement of the services to be provided within the fee proposal and provide a fee schedule to be used in billing for services.

Evaluation and Selection Process

The City of Craig bid selection committee will evaluate the proposals and make an award decision based on the following criteria:

1. Qualifications and experience of the engineering team and project manager based on the submitted proposal and experience of the bidder with similar projects. The project manager is contact point for the City of Craig and directly responsible for successful completion of the work.
2. Ability to meet design schedule. Proposal clearly reflects that the firm could meet the schedule identified in this request for proposals.
3. Scope of work. Evidence that firm expresses a clear understanding of the scope of work and that proposal contains all information requested in the RFP.
4. Fee proposal. Fee proposals will cover all services as outlined in this Request for Proposals. The fee proposal should show clearly the proposed cost.

Proposals shall be scored on the following basis:

- | | | |
|-------------------------------------|-----------|---------------------------|
| • Experience in similar projects: | 35 points | |
| • Ability to Meet Project Schedule: | 25 points | |
| • Scope of Work | 25 points | |
| • Fee proposal: | 15 points | Total – 100 points |

Proposer shall provide three proposal copies which must be sealed and clearly labeled "**Craig Harbors Condition Survey**". Proposals are due at Craig City Hall (500 Third Street Craig, Alaska) no later than 2:00 PM, local time on January 29, 2020. Faxed or e-mailed proposals will not be accepted. Proposers may submit proposals via US Mail to PO Box 725 Craig, AK 99921. Proposers are solely responsible for physical delivery of proposals to Craig City Hall by the specified deadline.