

**CITY OF CRAIG
COUNCIL AGENDA
OCTOBER 13, 2020
COUNCIL CHAMBERS 7:00 PM**

ROLL CALL

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

CANVASS ELECTION

- Chief Election Judge Recommendations on Questioned Ballots (c.c. approves)
- Tally of valid absentee and questioned ballots
- Certify Election

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.

- City Council Meeting Minutes of September 17, 2020.
- Craig Inn Liquor License Transfer Application

HEARING FROM THE PUBLIC

- Open for public comment

READING OF CORRESPONDENCE

- August Statement from Alaska Permanent Capital Management
- From Alaska Bush Caucus regarding halibut management
- From Alaska Department of Natural Resources – Notice of Timber Sale and Land Use Plan
- USDA Final EIS for Alaska Roadless Rule
- Notice of Utility Tariff Filing
- DCCED Full Value Determination
- Crystal Lake Hatchery Funding
- IFA Service Interruption

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

UNFINISHED BUSINESS

- CARES Act Electrical Utility Relief
- CARES Act Rental and Mortgage Assistance
- Declaration of Economic Disaster Discussion

NEW BUSINESS

- Consider air medevac sponsorship.
- Consider sponsorship of Craig Seaplane Base
- CARES Act Mammogram Assistance Program
- Craig PD Water Heater Replacement
- Appoint City Clerk
- Review Policy Ocovid-19 City Gym Policies

COUNCIL COMMENTS

ADJOURNMENT

Note: City council meetings have limited seating capacity due to COVID-19 protocols. For those wishing to attend the council meeting remotely go to:

<https://zoom.us/j/5281996980?pwd=V1RCbnJVcm85bDIRbURmNTdORjZkdz09> (if you are prompted for a passcode, use code 1111), or watch the meeting at:

<https://www.youtube.com/channel/UCTou8Pn03MIEjLLb9Em0Xrg> . To provide public comment to the council remotely, contact the Craig City Clerk at cityclerk@craigak.com, before 5:00 p.m. the day of the council meeting.

City of Craig Memorandum

Date: October 7, 2020
To: Mayor and City Council
From: City Clerk
Re: 2020 Municipal Election Results

212 votes were cast in the 2020 municipal election. There are 885 registered voters in Craig putting the turnout at approximately 24%, which is a decent voter turnout compared to past years and considering the current pandemic. 2019 had 281 votes cast, 2018 had 321 votes cast, 2017 had 303 votes cast, 2016 had 126 votes cast, 2015 had 206, and 2014 had 176.

Ashley Knock, Karen Coffey, Joan Wargi, Evelyn Wilburn, and Brian Templin were wonderful as always. I am grateful to have them working elections with me, since this is my first couple days as the new City Clerk.

Voted ballots on election day	164
Voted absentee by mail ballots	7
Absentee by mail ballots not returned	0
Vote by representative	4
Voted absentee in person	37
Voted a questioned ballot	0
<u>Spoiled ballots</u>	<u>1</u>

TOTAL VOTES CAST 213 – 1 spoiled ballot = 212 votes cast

The final count can be found on the attached “Unofficial Results” sheet.

From the Craig Municipal Election of October 6th, there were no questioned ballots.

Write-in Votes. As the council is aware, there was only one candidate on the ballot for two open council seats. Normally, the elections officials group all absentee votes into a lump sum. During the 2020 election there were a significant number of votes for a single write in candidate, Millie Schoonover so votes for Millie were counted separate from the lump sum write ins. There were a number of permutations of Millie’s name that includes just the first name, prior last names, and a number of misspellings. The elections officials reviewed each permutation and made a decision based on what they felt was the intent of the ballot.

All of these write in votes were counted for Millie. There were 71 total write-in votes during the in person election that listed Millie (in one permutation or another) as a write in candidate. There were 30 other write-in votes case on election day distributed between 20 different write-in candidates. No other write-in candidate received more than four votes. It is likely that write-in votes on the absentee ballots will also have a number of permutations. The election judges

present will review those in the same light as the ballots cast on election day. The following permutations were found on the ballots:

- Millie Schoonover
- Alberta Millie Schoonover
- A. Millie Schoonover
- Millie Stevens
- Millie Berry
- Millie
- Millie Scoonover
- Minnie Schoonover
- A.H. Millie Schoonover
- Millie Alberta Schonover
- Millie Schoonberg
- Millie Schonover
- Millie Shoonover
- Millie Soonover
- A. Mille Schnover
- A. Millie Schnover
- Alberta M. Schoolover
- A. Millie Schonover
- Milie Schoonover
- Millie Schnoover
- Mille Schover

The Craig Municipal Code requires that a candidate receives at least 40% of the votes cast for a seat in order to be seated. If no candidate for a seat receives enough votes, then the city schedules a runoff election between the top two candidates. Julie McDonald has more than enough votes to meet the 40% threshold for one council seat, and it appears that if all permutations are accepted, Millie will likely meet the threshold as well. Staff will discuss the calculation at the end of tabulating the absentee and by representative ballots and make a determination then. Generally, to calculate the 40% required we take the total number of votes cast for a seat (in this case the total number of city council votes cast) multiply by .40 and then divide by the number of seats (in this case two seats).

All of the school board candidates appear to meet the 40% threshold.

If the council wants to discuss the write-in process, the variations that were accepted, or the 40% threshold, it should do so now.

After any discussion on these issues, staff will open all eligible special needs and absentee ballots and tally the results.

Recommendation: After the final tally of absentee and special needs ballots, and calculations to determine if candidates received at least 40% of the votes, move to certify the election.

Recommended Motion: I move to certify the 2020 Municipal Election.

CERTIFICATE OF RETURNS
CITY OF CRAIG
MUNICIPAL ELECTION OCTOBER 6, 2020

UNOFFICIAL RESULTS

CITY COUNCIL (2) THREE-YEAR TERMS

128 Julie McDonald

71 Write-In

Millie Schoonover

30 Write In Others

 Write-In

SCHOOL BOARD (2) THREE-YEAR TERM

116 Marla Dillman

87 Tristan Douville

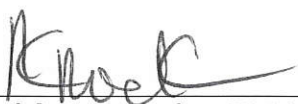
85 Daniel Nelson

2 Write-in


Proposition 1

44 Yes

117 No

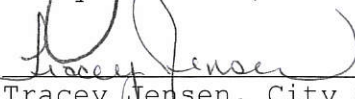

Ashley Knock, ELECTION JUDGE


Karen Coffey, ELECTION JUDGE


Brian Templin, ELECTION JUDGE


Joan Wargi, ELECTION JUDGE


Evelyn Wilburn, ELECTION JUDGE


Tracey Jensen, City Clerk

CITY OF CRAIG
COUNCIL MEETING
THURSDAY SEPTEMBER 17, 2020

ROLL CALL

Mayor Tim O'Connor called the meeting to order at 7:00 p.m. Present were Jim See, Julie McDonald, Chanel McKinley (via teleconference), and Michael Kampnich. Dave Creighton and Hannah Bazinet were absent excused.

Staff present: Jon Bolling, City Administrator; Brian Templin, City Planner.

Audience present: None

CONSENT AGENDA

SEE/KAMPNICH:

Moved to reschedule first reading of Ordinance 731 from the Consent Agenda to Consideration of Resolutions and Ordinances, and approve the balance of the consent agenda. MOTION CARRIED UNANIMOUSLY.

HEARING FROM THE PUBLIC

No public comment was presented.

READING OF CORRESPONDENCE

None

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

The council discussed the merits of modifying the city's municipal code. Several council members expressed concern about the precedence set by adding a new class that would be exempt from the city's sales tax. The concern was not on the amount of revenue the city would forego from the exemption, but rather on how to fairly treat similar future requests should this exemption be adopted. Some council members felt that the city's appreciation for the valuable effort provided by the volunteer EMS squad can be expressed using means other than creating a new class of exemption in the sales tax code.

SEE/McDONALD:

Moved to approve Ordinance 731 at first reading. MOTION FAILED 1-3 (McKinley voting Yes).

The council directed staff to produce a revised stipend schedule, modifying City of Craig Resolution 20-04, at a subsequent meeting.

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Consider Appointment of Minnie Ellison – EMS Coordinator II

McDONALD/KAMPNICH

Moved to confirm appointment of Minnie Ellison as EMS Coordinator – II.
MOTION CARRIED UNANIMOUSLY

2. Consider Options to Re-roof POWER Building

The council agreed with the need to reroof the POWER Building, and noted the \$20,000 contribution offered by POWER to help pay the cost of the work. POWER provided a contractor's estimate of approximately \$42,000 to complete the work.

Councilman See noted that the city cover the balance of the cost, with an allowance for unanticipated costs uncovered during the course of the reroofing work.

SEE/KAMPNICH

Moved to appropriate up to \$30,000 from earnings of the Craig Endowment Fund as match funding for replacement of the POWER Building roof. MOTION CARRIED UNANIMOUSLY.

2. Tutoring/Internet Access at Craig Recreation Center using CARES Act Funds

Brian Templin noted that the city has hired Ms. Misty Fitzpatrick to assist with implementation of some CARES Act programs, including this project. He added that rental/mortgage assistance program documents will be ready for council review at an October council meeting.

3. Set October Meeting Dates.

McDONALD/SEE

Moved to set city council meeting dates for October 8 and October 22. MOTION CARRIED UNANIMOUSLY.

COUNCIL COMMENTS

Councilwoman McDonald asked about City Gym use policies. She stated that she does not see the need for masks and social distancing at the City Gym based on the guidance issued by the State of Alaska. She felt that screening upon entry into the building is sufficient screening/practice for gym use. Jon Bolling explained the difference between the State's general COVID-19 guidance and the guidance the State of Alaska issued for operation of gymnasiums. Councilwoman McKinley concurred with Councilwoman McDonald on basing use of the gym on the state guidance specific for gyms.

Councilman Kampnich recognized the support provided by city personnel in response to the recent deadly two-care motor vehicle accident near Thorne Bay.

ADJOURNMENT

KAMPNICH/SEE

moved to adjourn at 7:42 p.m.

MOTION CARRIED UNANIMOUSLY

APPROVED on the _____ day of _____, 2020.

MAYOR TIMOTHY O'CONNOR

ATTEST

CITY CLERK

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: September 30, 2020
RE: Request for Liquor License Transfer – Craig Inn

Attached are documents related to the transfer of licenses for the Craig Inn.

The Craig Inn holds two liquor licenses: one for the bar (formally called a beverage dispensary), and a second for the package store. The package store sells retail alcohol to be consumed off-site.

The license transfer is under consideration due to the recent death of Mr. John McKinley, who owned the Craig Inn and held the two licenses. Ms. Chanel McKinley has applied to transfer the licenses from Mr. McKinley's estate to herself, as Mr. McKinley's heir.

The State of Alaska notifies municipalities when a liquor license is subject to some action. As the attached September 1 letter from the Alcohol and Marijuana Control Office states, a city may protest a proposed license action. A protest may be filed if a meritorious issue regarding the licensed establishment is unresolved.

The city's practice is to consider liquor license renewals under the council's consent agenda. While the action proposed here is a transfer, and not a renewal, I have nonetheless placed it on the consent agenda; the council is free to request that the item be moved to New Business on the agenda if a council member wishes to discuss the matter at the meeting.

Provided that a licensed premises is current on its taxes and fees, and does not have a history of operational or law enforcement problems, the council has typically approved license renewals. Craig PD reports no chronic problems with events at the Craig Inn. The business is current on its sales tax filings with the city.



September 1, 2020

City of Craig
Attn: Kassi Bateman
Via Email: cityclerk@craigak.com, adminclerk@craigak.com

License Type:	Beverage Dispensary/ Package Store	License Number:	283, 284
Licensee:	Chanel McKinley		
Doing Business As:	Craig Inn, Craig Inn Liquor		
Premises Address:	403 Water Street, Craig		

- New Application**
 Transfer of Ownership Application
 Transfer of Location Application
 Transfer of Controlling Interest Application

We have received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable. To protest the application referenced above, please submit your protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant’s proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,

Glen Klinkhart, Interim Director
amco.localgovernmentonly@alaska.gov

Attached: AB-01, AB-02 and AB-03 if applicable



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

What is this form?

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review **Title 04 of Alaska Statutes** and **Chapter 304 of the Alaska Administrative Code**. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

Section 1 – Transferor Information

Enter information for the **current** licensee and licensed establishment.

Licensee:	Estate of John B McKinley	License #:	283
License Type:	Beverage Dispensary	Statutory Reference:	AS 04.11.090
Doing Business As:	Craig Inn		
Premises Address:	403 Water Street		
City:	Craig	State:	Alaska
		ZIP:	99921
Local Governing Body:	City of Craig		

Transfer Type:

- Regular transfer
- Transfer with security interest
- Involuntary retransfer

OFFICE USE ONLY

Complete Date:		Transaction #:	
Board Meeting Date:		License Years:	
Issue Date:		BRE:	



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Section 2 – Transferee Information

Enter information for the **new** applicant and/or location seeking to be licensed.

Licensee:	Chanel M Mckinley				
Doing Business As:	Craig Inn				
Premises Address:	403 Water Street				
City:	Craig	State:	Alaska	ZIP:	99921
Community Council:					

Mailing Address:	PO box 163				
City:	Craig	State:	Alaska	ZIP:	99921

Designated Licensee:	Chanel M Mckinley				
Contact Phone:	907-401-1891	Business Phone:	907-401-1891		
Contact Email:	Chanel_mckinley68@hotmail.com				

Seasonal License? Yes No If "Yes", write your six-month operating period: _____

Section 3 – Premises Information

Premises to be licensed is:

- an existing facility a new building a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

2968 ft

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

751 ft



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5.
 If more space is needed, please attach a separate sheet with the required information.
 The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: applicant affiliate

Name:	Chanel M Mckinley				
Address:	PO box 163				
City:	Craig	State:	Alaska	ZIP:	99921

This individual is an: applicant affiliate

Name:					
Address:					
City:		State:		ZIP:	

Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6.
 If more space is needed, please attach a separate sheet with the required information.

- If the applicant is a corporation, the following information must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, the following information must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Entity Official:				
Title(s):	Phone:		% Owned:	
Address:				
City:	State:		ZIP:	

Entity Official:				
Title(s):	Phone:		% Owned:	
Address:				
City:	State:		ZIP:	

Entity Official:				
Title(s):	Phone:		% Owned:	
Address:				
City:	State:		ZIP:	

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

DOC Entity #:	AK Formed Date:	Home State:
Registered Agent:	Agent's Phone:	
Agent's Mailing Address:		
City:	State:	ZIP:

Residency of Agent: Yes No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Yes No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

CHANEL M MCKINLEY IS 100% OWNER OF PACKAGE STORE # 284
IN CRAIG ALASKA.

Section 7 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

If "Yes", disclose the name of the individual and the reason for this authorization:



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 8 - Transferor Certifications

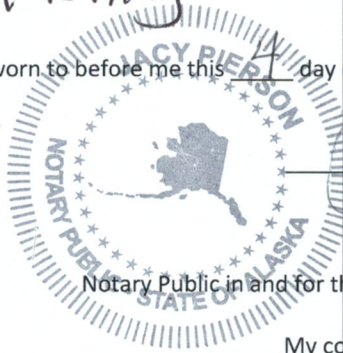
Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

I declare under penalty of perjury that the undersigned represents a **controlling interest** of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

John B. McKinley P.R.
Signature of transferor

Estate of John B. McKinley
Printed name of transferor

Subscribed and sworn to before me this 4 day of August, 2020.



Jacy Pierson
Signature of Notary Public

Notary Public in and for the State of Alaska.

My commission expires: 1-23-2022

Signature of transferor

Printed name of transferor

Subscribed and sworn to before me this _____ day of _____, 20_____.

Signature of Notary Public

Notary Public in and for the State of _____.

My commission expires: _____



Alaska Alcoholic Beverage Control Board
Form AB-01: Transfer License Application

Section 9 – Transferee Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

I certify that all proposed licensees have been listed with the Division of Corporations.

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

As an applicant for a liquor license, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete.

Signature of transferee
Chanel M McKinley

Printed name

Subscribed and sworn to before me this August day of 2020



Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 1-23-2022



Alaska Alcoholic Beverage Control Board Form AB-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

The **second page of this form is not required**. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

Section 1 - Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Chanel M McKinley	License Number:	283		
License Type:	Beverage Dispensary				
Doing Business As:	Craig Inn				
Premises Address:	403 Water Street				
City:	Craig	State:	Alaska	ZIP:	99921



Alaska Alcoholic Beverage Control Board
Form AB-02: Premises Diagram

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Section 2 – Detailed Premises Diagram

Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances and exits, walls, bars, and fixtures, and outline in red the perimeter of the areas designated for alcohol storage, service, consumption, and manufacturing. Include dimensions, cross-streets, and points of reference in your drawing. You may attach blueprints or other detailed drawings that meet the requirements of this form.

SEE ATTACHED

STATE OF ALASKA
 ALCOHOL BEVERAGE CONTROL BOARD
 LICENSED PREMISES DIAGRAM

DBA, CRAIG INN
 PREMISES LOCATION,

403 WATER ST. CRAIG AK 99921

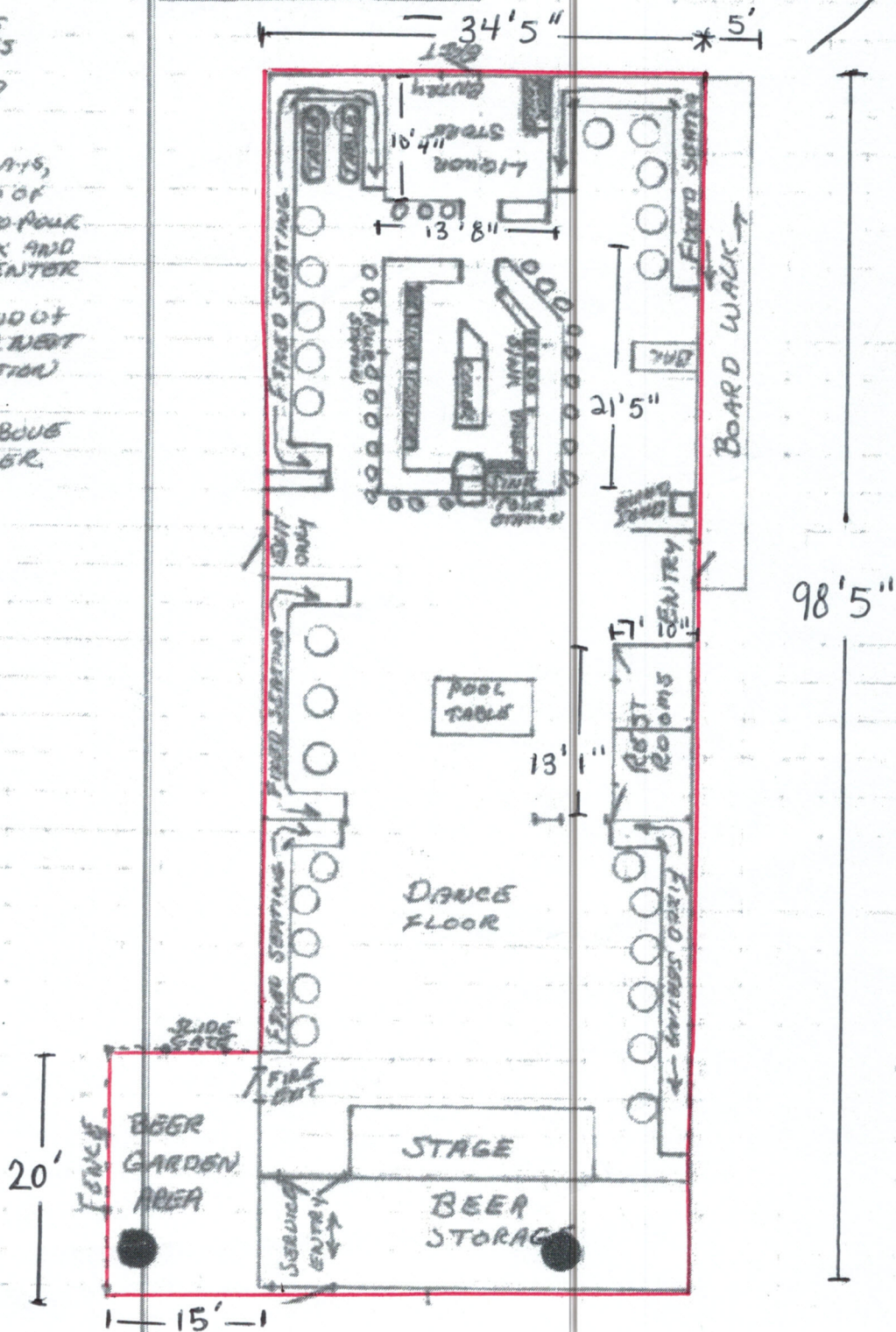
(SUPPLEMENTAL SHEET)

SCALE 1/8" = 3 FT

WATER STREET
 BAR FLOOR PLAN

"O" DENOTES
 ROUND TABLES
 24" DIA.
 NON-FIXED

NOTE:
 LIQUOR DISPLAYS,
 AT OPEN END OF
 BAR, NEXT TO POUR
 STATION SINK AND
 AT END OF CENTER
 COOLER.
 AT CLOSED END OF
 BAR, CENTER NEXT
 TO (POUR STATION)
 SINK.
 TOP SHOT ABOVE
 CENTER COOLER.



← 3rd Street →

STATE OF ALASKA
 ALCOHOL BEVERAGE CONTROL BOARD
 LICENSED PREMISES DIAGRAM

DBA, CRAIG INN
 PREMISES LOCATION;

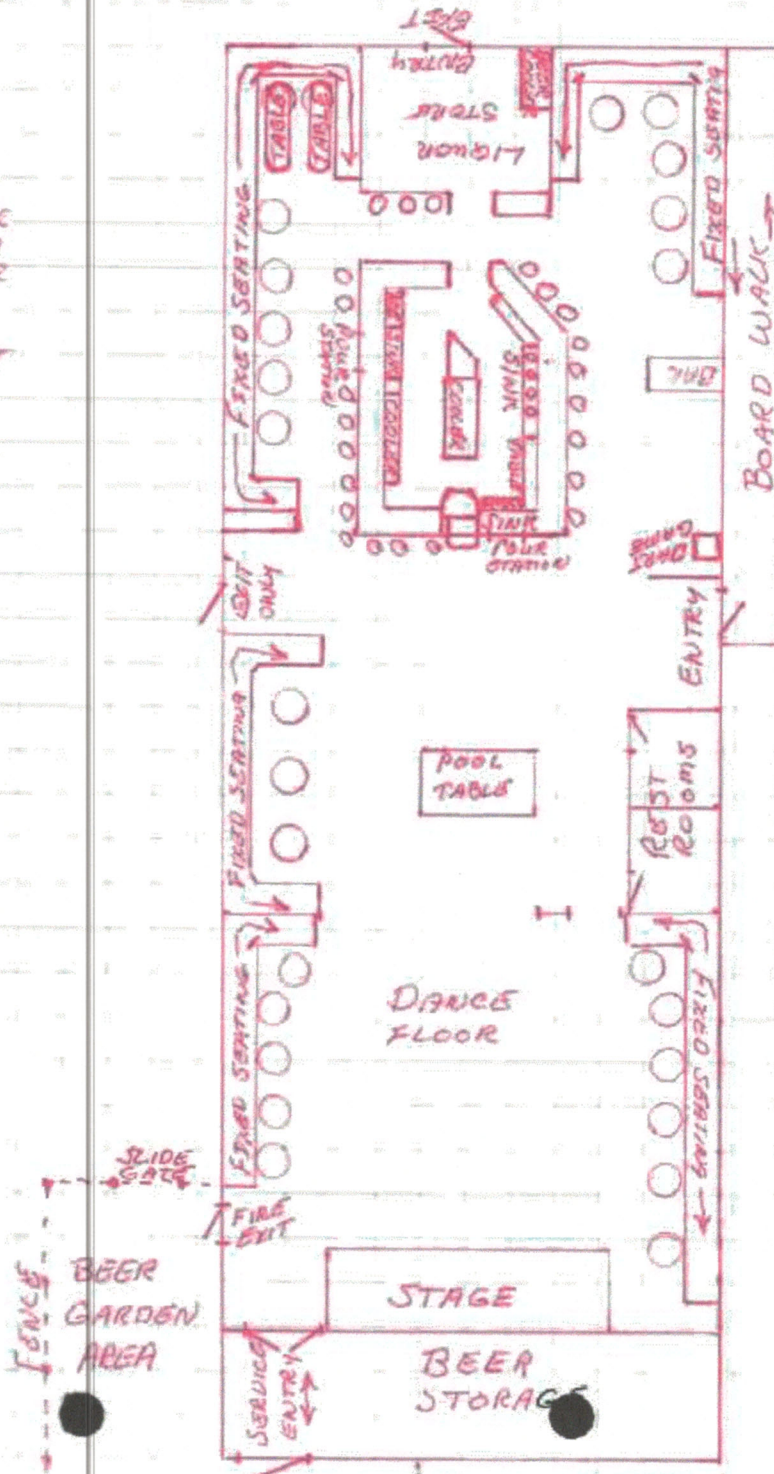
(SUPPLEMENTAL SHEET)
 403 WATER ST. CRAIG AK 99921

SCALE 1 SQ. = 3 FT

BAR FLOOR PLAN

" O " DENOTES
 ROUND TABLES
 24" DIA.
 NON-FIXED

NOTE:
 LIQUOR DISPLAYS,
 AT OPEN END OF
 BAR, NEXT TO POUR
 STATION SINK AND
 AT END OF CENTER
 COOLER.
 AT CLOSED END OF
 BAR, CENTER NEXT
 TO POUR STATION
 SINK.
 TOP SHELF ABOVE
 CENTER COOLER.



STATE OF ALASKA
ALCOHOL BEVERAGE CONTROL BOARD
LICENSED PREMISES DIAGRAM

INSTRUCTIONS: Draw a detailed floor plan of your present or proposed licensed premises on the graph below; show all entrances and exits, and all fixtures such as tables, booths, games, counters, bars, coolers, stages, etc.

DBA: CRAIG INN
PREMISES LOCATION: 403 WATER ST. CRAIG AK. 99921

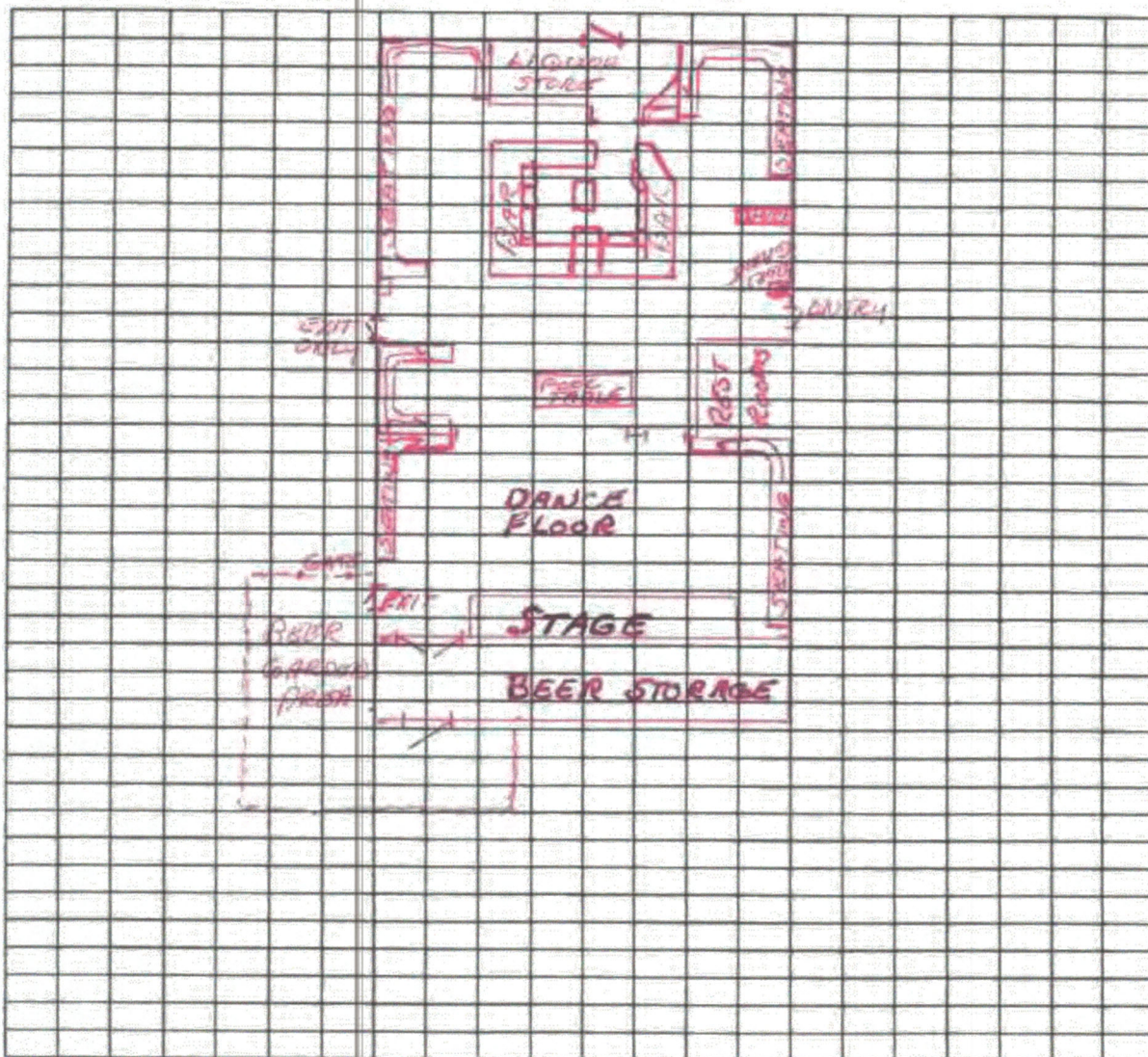
Indicate scale by \times after appropriate statement or show length and width of premises.

SCALE A: _____ 1sq.=1 ft.

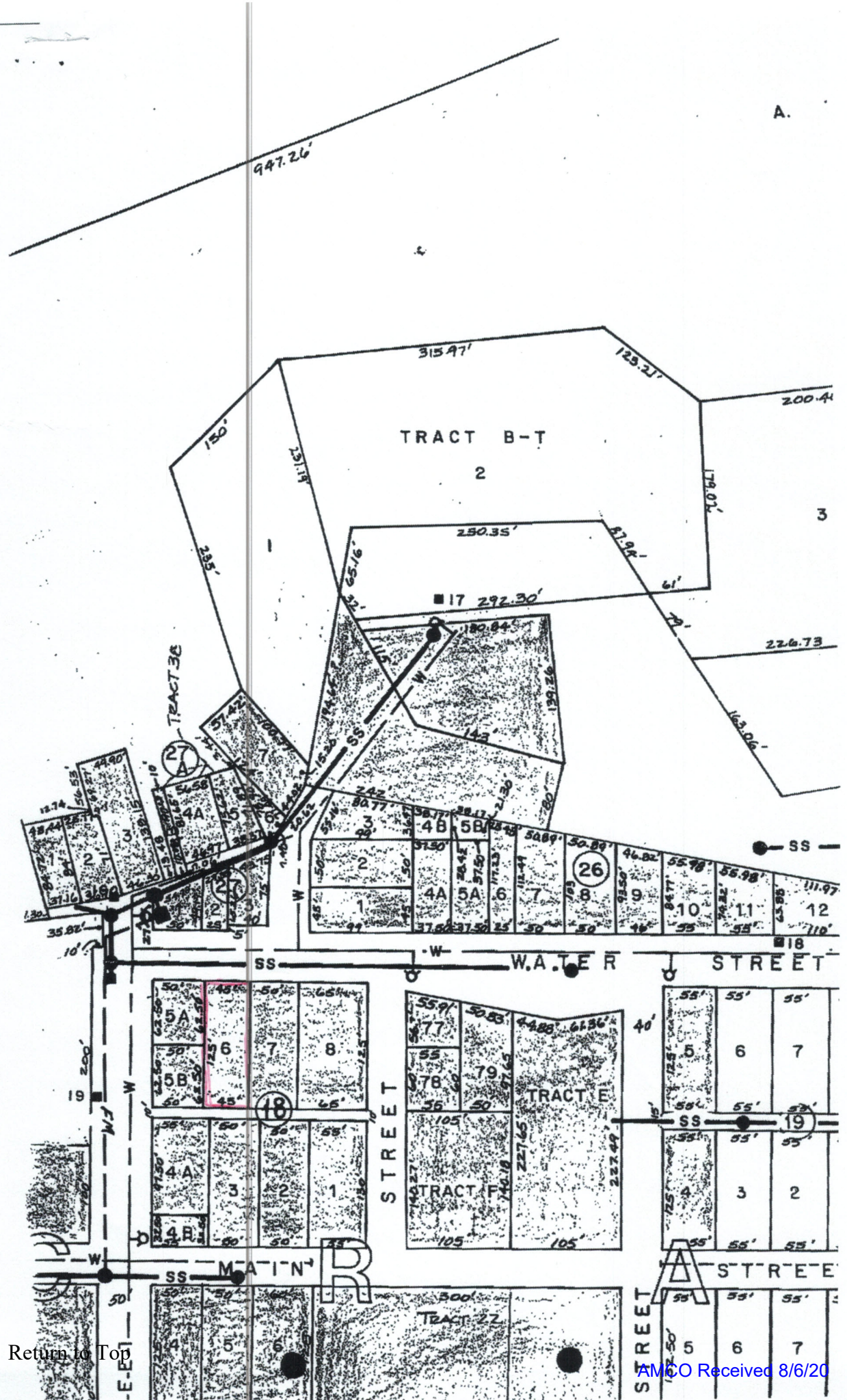
SCALE B: X 1sq.=4 ft.

Length and width of premises in feet:

Outline the area to be designated for sale, service, storage, and consumption of alcoholic beverages in red. **DO NOT USE BLUE INK OR PENCIL ON THIS DIAGRAM.**



A.



Return to Top

AMCO Received 8/6/20

Complete Date:		Transaction #:
Board Meeting Date:		License Years:
Issue Date:		BRE:

OFFICE USE ONLY

- Transfer Type:
- Regular transfer
 - Transfer with security interest
 - Involuntary retransfer

Licensee:	Estate of John B McKinley	License #:	284
License Type:	Package Store	Statutory Reference:	AS 04.11.150
Doing Business As:	Craig Inn liquor	Premises Address:	403 Water Street
City:	Craig	State:	Alaska
Local Governing Body:	City of Craig		
ZIP:	99921	State:	Alaska

Enter information for the current licensee and licensed establishment.

Section 1 - Transferor Information

This transfer license application form is required for all individuals or entities seeking to apply for the transfer of ownership and/or location of an existing liquor license. Applicants should review Title 04 of Alaska Statutes and Chapter 304 of the Alaska Administrative Code. All fields of this form must be completed, per AS 04.11.260, AS 04.11.280, AS 04.11.290, and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

What is this form?

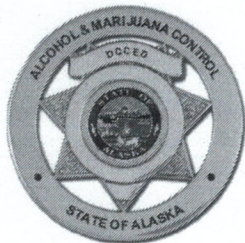


Form AB-01: Transfer License Application

Alaska Alcohol Beverage Control Board

Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
 alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Return to Top



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 2 – Transferee Information

Enter information for the **new** applicant and/or location seeking to be licensed.

Licensee:	Chanel M Mckinley				
Doing Business As:	Craig Inn Liquor				
Premises Address:	403 Water Street				
City:	Craig	State:	Alaska	ZIP:	99921
Community Council:					

Mailing Address:	PO box 163				
City:	Craig	State:	Alaska	ZIP:	99921

Designated Licensee:	Chanel M Mckinley				
Contact Phone:	907-401-1891	Business Phone:	907-401-1891		
Contact Email:	Chanel_mckinley68@hotmail.com				

Seasonal License? Yes No If "Yes", write your six-month operating period: _____

Section 3 – Premises Information

Premises to be licensed is:

an existing facility a new building a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

2968 ft

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

751 ft



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 4 – Sole Proprietor Ownership Information

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 5.
 If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: applicant affiliate

Name:	Chanel M Mckinley				
Address:	PO box 163				
City:	Craig	State:	Alaska	ZIP:	99921

This individual is an: applicant affiliate

Name:					
Address:					
City:		State:		ZIP:	

Section 5 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 6.

If more space is needed, please attach a separate sheet with the required information.

- If the applicant is a corporation, the following information must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, the following information must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

DOC Entity #:		AK Formed Date:		Home State:	
Registered Agent:			Agent's Phone:		
Agent's Mailing Address:					
City:		State:		ZIP:	

Residency of Agent: Yes No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 6 – Other Licenses

Ownership and financial interest in other alcoholic beverage businesses:

Yes No

Does any representative or owner named as a transferee in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

CHANEL M MCKINLEY HAS 100% OWNERSHIP OF ALASKA BEVERAGE DISPENSARY LICENCE # 283

Section 7 – Authorization

Communication with AMCO staff:

Yes No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

If "Yes", disclose the name of the individual and the reason for this authorization:



Alaska Alcoholic Beverage Control Board

Form AB-01: Transfer License Application

Section 8 – Transferor Certifications

Additional copies of this page may be attached, as needed, for the controlling interest of the current licensee to be represented.

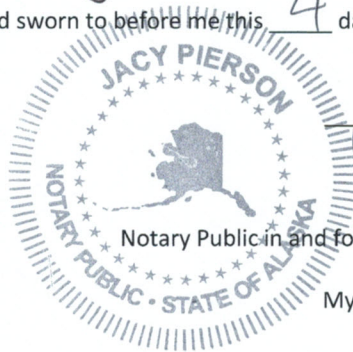
I declare under penalty of perjury that the undersigned represents a **controlling interest** of the current licensee. I additionally certify that I, as the current licensee (either the sole proprietor or the controlling interest of the currently licensed entity) have examined this application, approve of the transfer of this license, and find the information on this application to be true, correct, and complete.

[Handwritten Signature]
P.R.

Signature of transferor

Estate of John B. McKinley
Printed name of transferor

Subscribed and sworn to before me this 4 day of August, 2020.



[Handwritten Signature]
Signature of Notary Public

Notary Public in and for the State of Alaska.

My commission expires: 1-23-2022

Signature of transferor

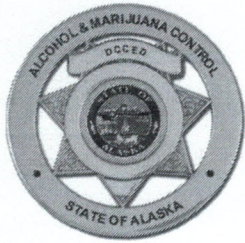
Printed name of transferor

Subscribed and sworn to before me this _____ day of _____, 20____

Signature of Notary Public

Notary Public in and for the State of _____.

My commission expires: _____



Alaska Alcoholic Beverage Control Board
Form AB-01: Transfer License Application

Section 9 - Transferee Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

I certify that all proposed licensees have been listed with the Division of Corporations.

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and, while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3 AAC 304.465.

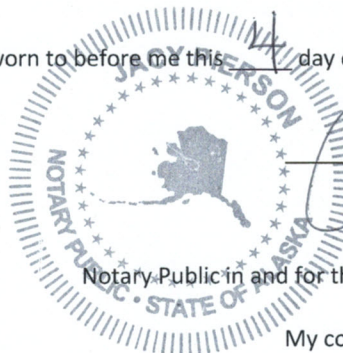
I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

As an applicant for a liquor license, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete.

Signature of transferee

Chanel McKinley
Printed name

Subscribed and sworn to before me this 14 day of August, 2020



Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 1-23-2022



Alaska Alcoholic Beverage Control Board Form AB-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

The **second page of this form is not required**. Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

Section 1 - Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Chanel M Mckinley	License Number:	284		
License Type:	Package Store				
Doing Business As:	Craig Inn Liquor				
Premises Address:	403 Water Street				
City:	Craig	State:	Alaska	ZIP:	99921



Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

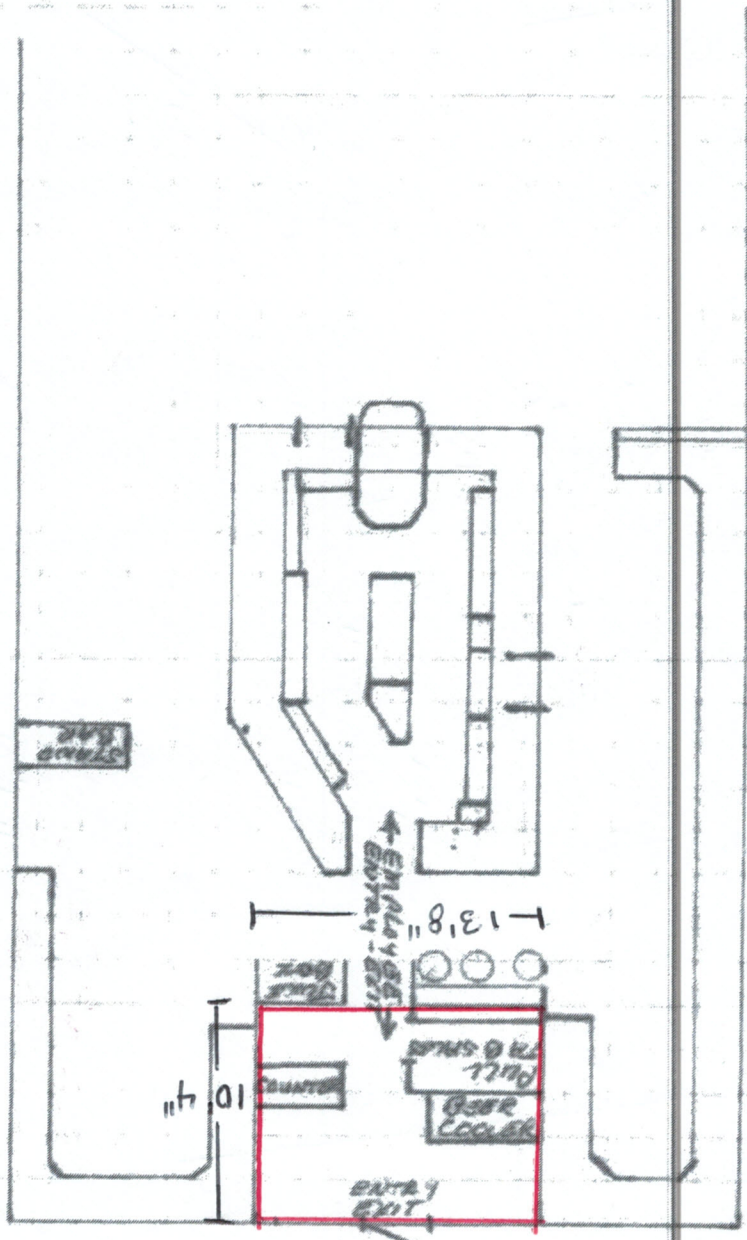
Alaska Alcoholic Beverage Control Board
Form AB-02: Premises Diagram

Section 2 – Detailed Premises Diagram

Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances and exits, walls, bars, and fixtures, and outline in red the perimeter of the areas designated for alcohol storage, service, consumption, and manufacturing. Include dimensions, cross-streets, and points of reference in your drawing. You may attach blueprints or other detailed drawings that meet the requirements of this form.

SEE ATTACHED PREMISES DIAGRAM

← 3rd Street



STATE OF ALASKA
 ALCOHOL BEVERAGE CONTROL BOARD
 LICENSED PREMISES DIVISION
 (SUPPLEMENT SHEET)
 SCALE: 1/32" = 1 FT.
 403 WATER ST. DRAIN AK 99921
 WATER STREET →
 ALCOHOL STORES FLOOR PLAN

DBA CRAIG INN,
 PREMISES LOCATION

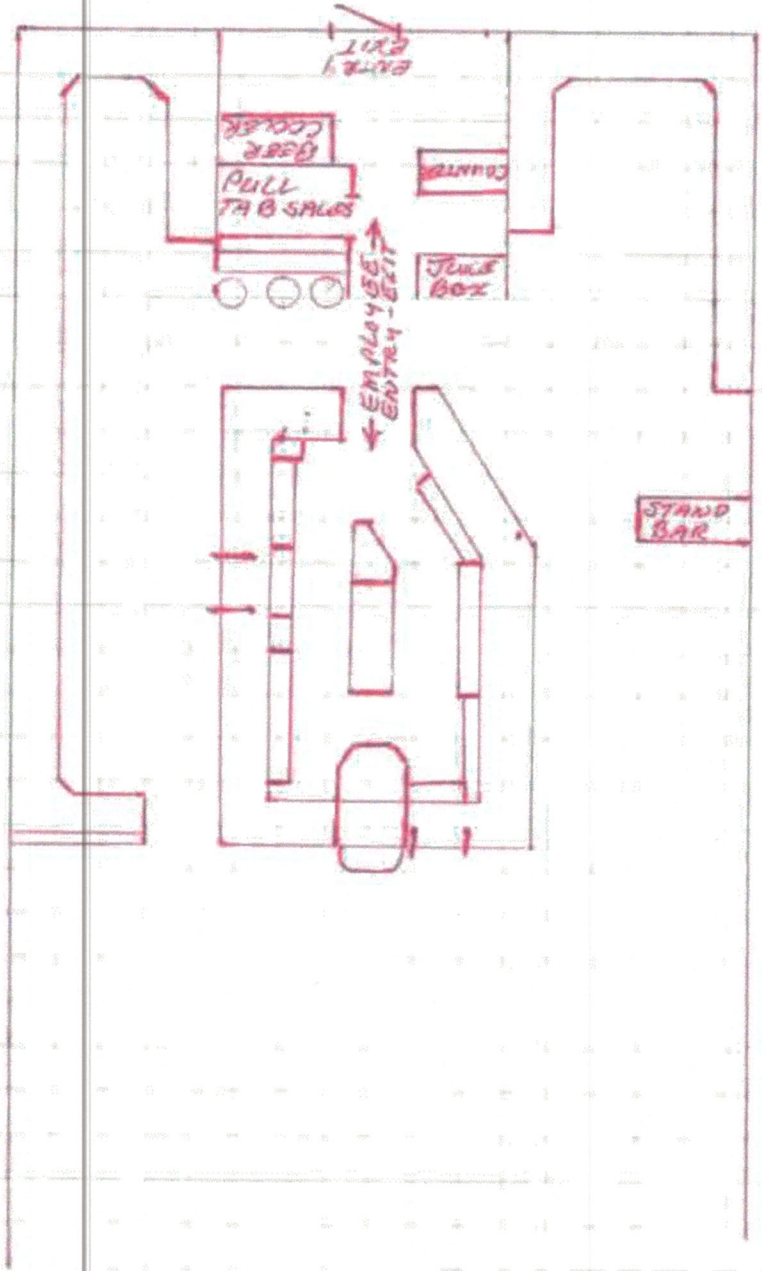
STATE OF ALASKA
ALCOHOL BEVERAGE CONTROL BOARD
LICENSED PREMISES DIAGRAM

(SUPPLEMENT SHEET)

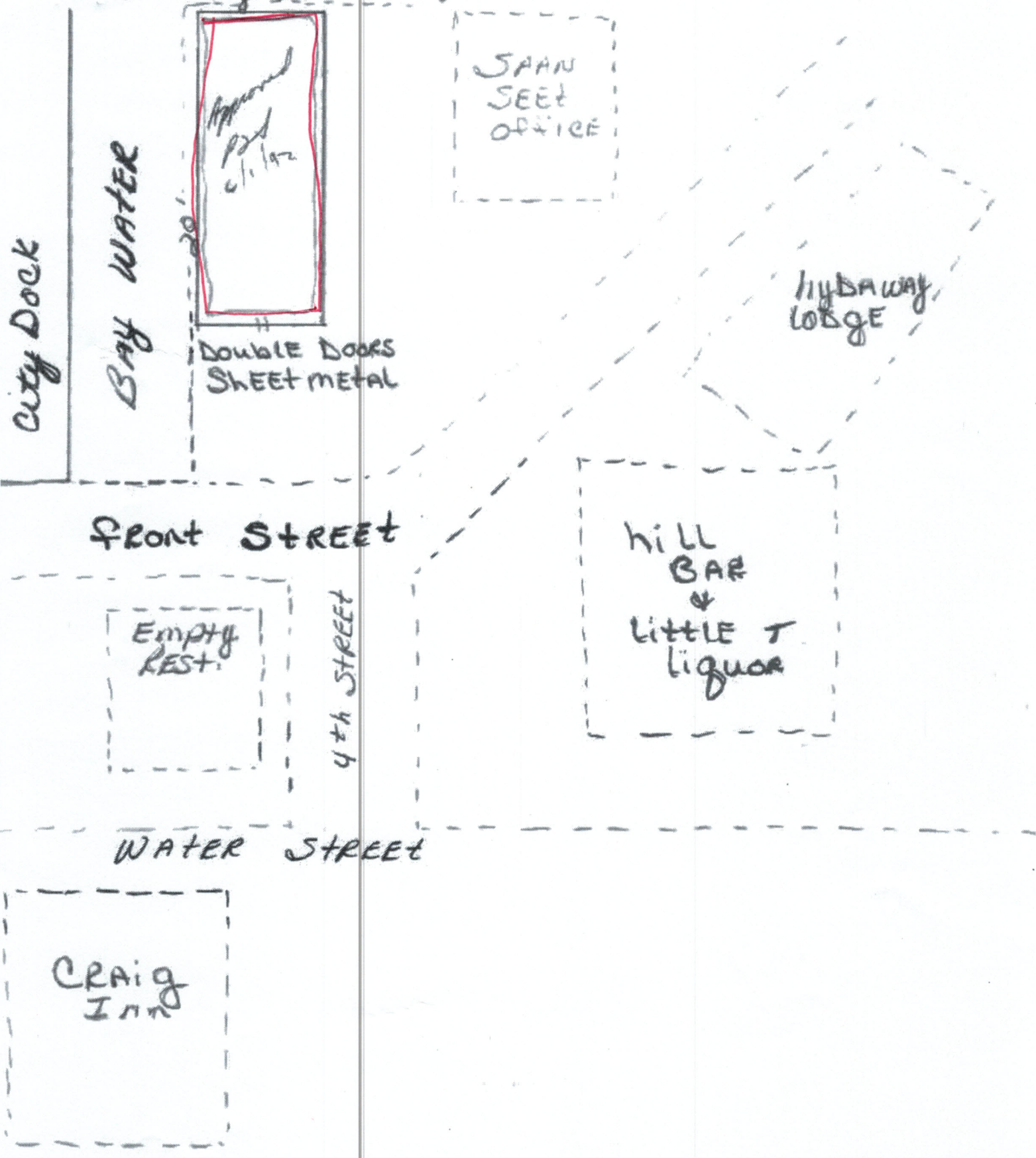
DBA. CRAIG INN,
PREMISES LOCATION;

SCALE: 1/32" = 2 FT.
403 WATER ST. CRAIG AK 99921

Liquor Store Floor Plan



1 square equals 2 feet for our BEER STORAGE



STATE OF ALASKA
ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSED PREMISES DIAGRAM

D/B/A: _____

PREMISES LOCATION: Front Street
Ung AK 99921

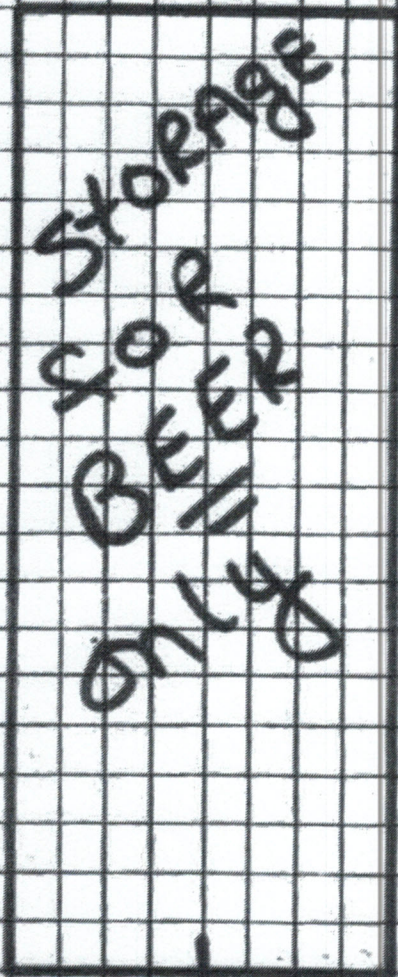
INSTRUCTIONS: Draw a detailed floor plan of your current or proposed licensed premises on the graph below; show all entrances and exits, and all fixtures such as counters, bars, coolers, stages, etc.

Indicate scale used by 1 after appropriate statement.

SCALE A X
1 square = 1 sq. ft.

SCALE B _____
1 square = 4 sq. ft.

Outline the area to be designated for sale, service and consumption of alcoholic beverages in RED.



DOUBLE SHEET METAL
DOORS

STATE OF ALASKA
ALCOHOL BEVERAGE CONTROL BOARD
LICENSED PREMISES DIAGRAM

INSTRUCTIONS: Draw a detailed floor plan of your present or proposed licensed premises on the graph below; show all entrances and exits, and all fixtures such as tables, booths, games, counters, bars, coolers, stages, etc.

DBA: CRAIG INN

PREMISES LOCATION: 403 WATER ST. CRAIG AK. 99921

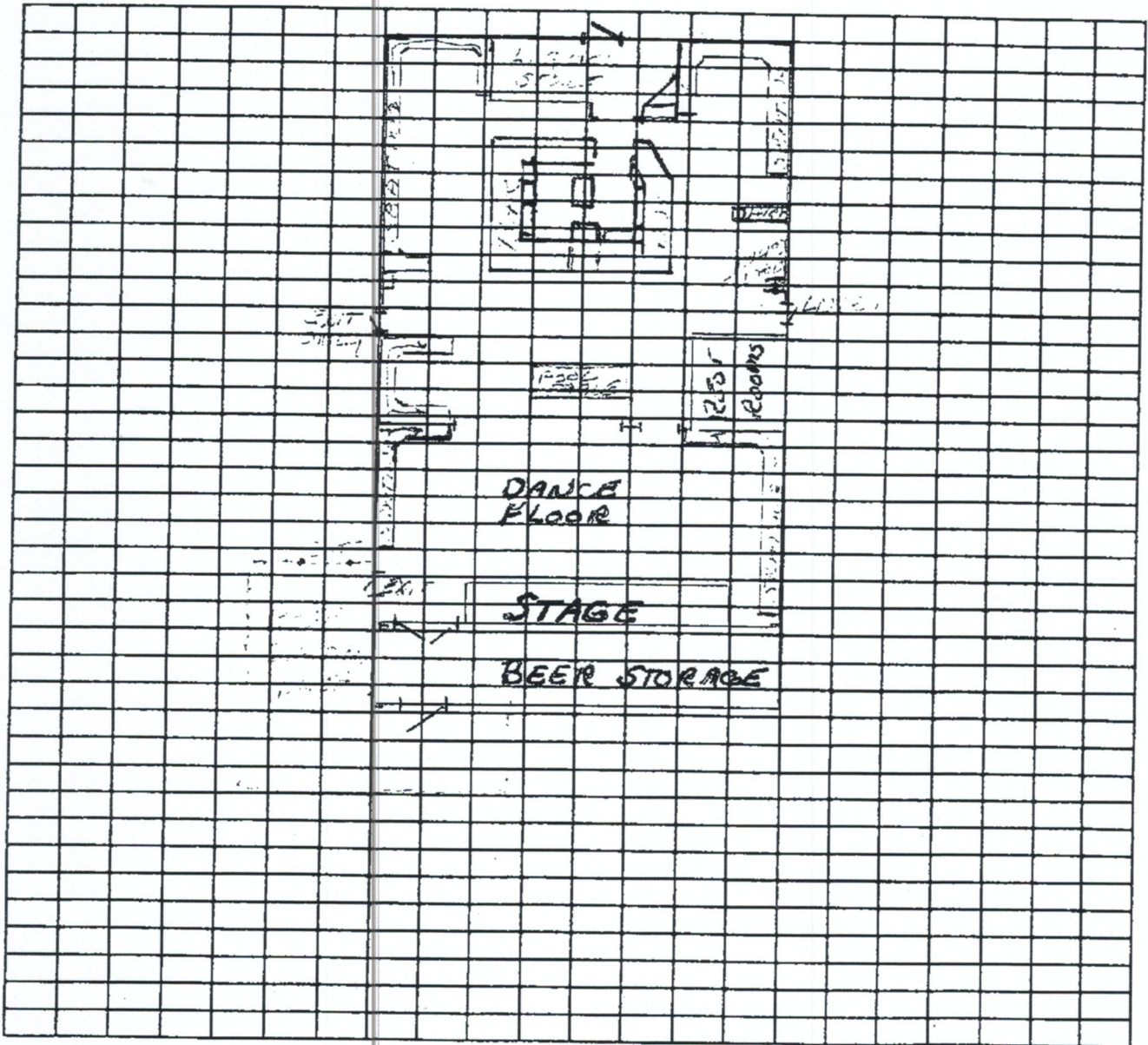
Indicate scale by λ after appropriate statement or show length and width of premises.

SCALE A: _____ 1sq.=1 ft.

SCALE B: λ 1sq.=4 ft.

Length and width of premises in feet:

Outline the area to be designated for sale, service, storage, and consumption of alcoholic beverages in red. **DO NOT USE BLUE INK OR PENCIL ON THIS DIAGRAM.**



CITY OF CRAIG - SCHOOL FUNDS-Public/Government

Account Statement - Period Ending 8/31/2020



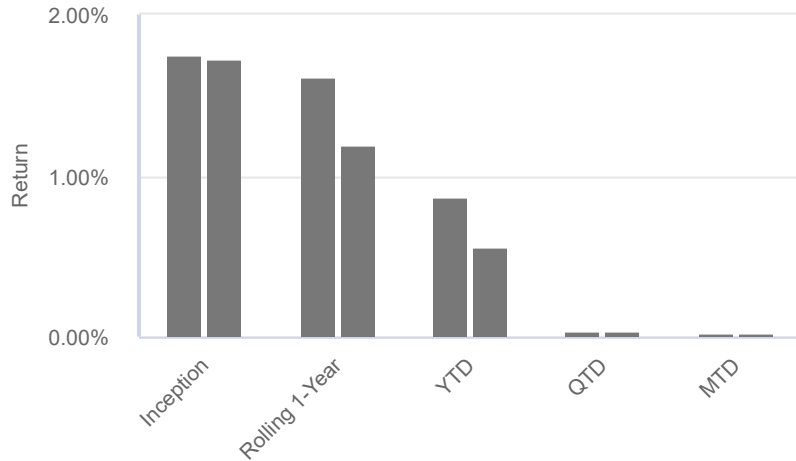
Account Activity

Portfolio Value on 8/1/2020	\$3,107,556.07
Contributions	\$0.00
Withdrawals	\$0.00
Change in Market Value	-\$704.70
Dividends and Interest	\$2,550.52
Portfolio Value on 8/31/2020	\$3,107,785.15

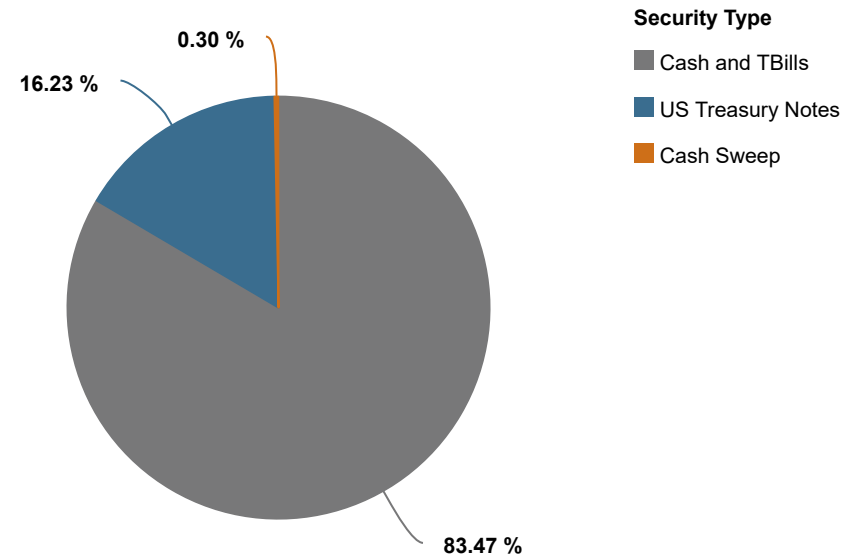
Management Team

Client Relationship Manager:	Allison Capps
	Allison@apcm.net
Portfolio Manager	Bill Llerman, CFA®
	Bill@apcm.net
Contact Phone Number:	(907) 272-7575

Investment Performance



Portfolio Composition



	Inception	Rolling 1 Year	Year to Date	Quarter to Date	Month to Date
Portfolio	1.73 %	1.60 %	0.86 %	0.03 %	0.01 %
Strategic Benchmark	1.71 %	1.18 %	0.55 %	0.02 %	0.01 %

Fixed Income Statistics
 Average Quality: AAA Yield to Maturity: 0.10% Average Maturity: 0.27 Yrs

[Return to Top](#)

Portfolio Appraisal

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
U.S. Fixed Income						
US Treasury Notes						
500,000.00	US Treasury Note 1.75% 11/15/2020	9128283G3	\$500,131.74	\$1.00	\$504,241.72	
			\$500,131.74		\$504,241.72	16.23 %
Cash						
Cash and TBills						
435,000.00	US Treasury Bill 0.00% 9/24/2020	9127962H1	\$434,804.89	\$1.00	\$434,973.90	
490,000.00	US Treasury Bill 0.00% 10/15/2020	9127962R9	\$489,604.86	\$1.00	\$489,941.20	
570,000.00	US Treasury Bill 0.00% 12/17/2020	9127963K3	\$569,571.54	\$1.00	\$569,811.90	
200,000.00	US Treasury Bill 0.00% 1/14/2021	9127963U1	\$199,877.32	\$1.00	\$199,917.50	
340,000.00	US Treasury Bill 0.00% 1/19/2021	912796A74	\$339,851.46	\$1.00	\$339,847.00	
560,000.00	US Treasury Bill 0.00% 2/25/2021	912796XE4	\$559,689.89	\$1.00	\$559,658.40	
Cash Sweep						
9,393.53	Schwab Bank Sweep	SchwabCash	\$9,393.53	\$1.00	\$9,393.53	
			\$2,602,793.49		\$2,603,543.43	83.77 %
Total Portfolio			\$3,102,925.23		\$3,107,785.15	100.00 %

[Return to Top](#)

Transaction Summary From 8/1/2020 - 8/31/2020

Trade Date	Settle Date	Security	Quantity	Trade Amount
Buy Exchange				
8/15/2020	8/17/2020	Schwab Bank Sweep	340,000.00	\$ 340,000.00
8/18/2020	8/19/2020	US Treasury Bill 0.00% 1/19/2021	340,015.01	\$ 339,851.46
Buy Exchange Total:				\$ 679,851.46
Sell Exchange				
8/15/2020	8/17/2020	US Treasury Note 1.50% 8/15/2020	-340,000.00	-\$ 340,000.00
8/18/2020	8/19/2020	Schwab Bank Sweep	-339,851.46	-\$ 339,851.46
Sell Exchange Total:				-\$ 679,851.46
Dividends and Interest				
8/15/2020	8/17/2020	US Treasury Note 1.50% 8/15/2020	0.00	\$ 2,550.00
Dividends and Interest Total:				\$ 2,550.00
Dividend Interest Reinvested				
8/15/2020	8/15/2020	Schwab Bank Sweep	0.52	\$ 0.52
Dividend Interest Reinvested Total:				\$ 0.52
Exchange and Other Trade Fees				
8/18/2020	8/19/2020	US Treasury Bill 0.00% 1/19/2021	-15.01	-\$ 15.00
Exchange and Other Trade Fees Total:				-\$ 15.00

[Return to Top](#)

Realized Gain/Loss

[Return to Top](#)

CITY OF CRAIG-Public/Government

Account Statement - Period Ending 8/31/2020



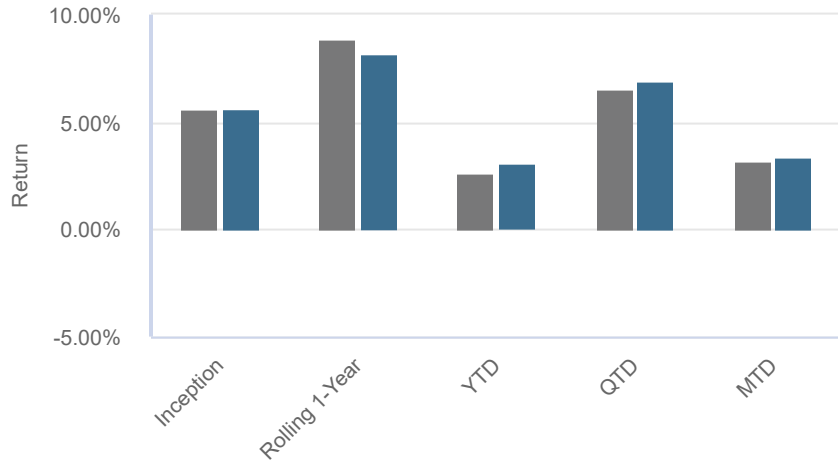
Account Activity

Portfolio Value on 8/1/2020	\$13,119,214.25
Contributions	\$0.00
Withdrawals	\$0.00
Change in Market Value	\$404,985.42
Dividends and Interest	\$11,689.33
Portfolio Value on 8/31/2020	\$13,530,305.60

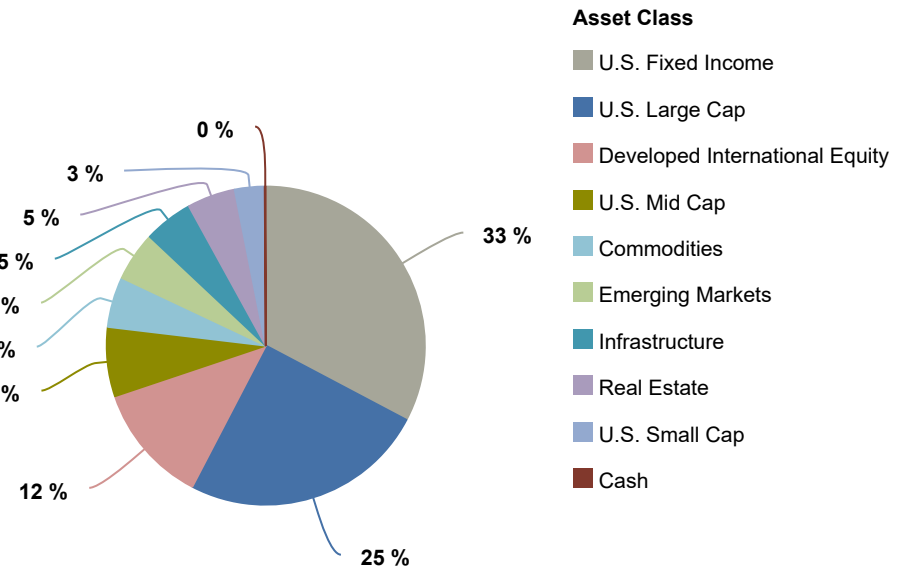
Management Team

Client Relationship Manager:	Allison Capps
	Allison@apcm.net
Portfolio Manager	Bill Lierman, CFA®
	Bill@apcm.net
Contact Phone Number:	(907) 272-7575

Investment Performance



Portfolio Composition



	Inception	Rolling 1 Year	Year to Date	Quarter to Date	Month to Date
Portfolio	5.82 %	9.10 %	2.73 %	6.52 %	3.16 %
Strategic Benchmark	5.50 %	8.36 %	1.93 %	6.69 %	3.27 %

[Return to Top](#)

Portfolio Summary and Targets			Allocation Range
Asset Class and Target	Market Value	Percent of Assets	Range:
Fixed Income (34.00 %)			
Fixed Income (34.00 %)			
U.S. Fixed Income (34.00 %)	\$4,429,773.97	32.74 %	20% to 45%
Cash (0.00 %)	\$13,376.87	0.10 %	na
Subtotal	\$4,443,150.84	32.84 %	
Equity (51.00 %)			
Equity (51.00 %)			
U.S. Large Cap (24.00 %)	\$3,369,444.26	24.90 %	15% to 35%
U.S. Mid Cap (7.00 %)	\$951,103.23	7.03 %	2% to 12%
U.S. Small Cap (3.00 %)	\$409,349.98	3.03 %	0% to 6%
Developed International Equity (12.00 %)	\$1,652,619.35	12.21 %	7% to 17%
Emerging Markets (5.00 %)	\$676,483.60	5.00 %	0% to 10%
Subtotal	\$7,059,000.42	52.17 %	
Alternatives (15.00 %)			
Alternatives (15.00 %)			
Real Estate (5.00 %)	\$660,272.62	4.88 %	0% to 10%
Commodities (5.00 %)	\$692,949.67	5.12 %	0% to 10%
Infrastructure (5.00 %)	\$674,932.05	4.99 %	0% to 10%
Subtotal	\$2,028,154.34	14.99 %	
Total Portfolio	\$13,530,305.60	100.00 %	

[Return to Top](#)

Portfolio Appraisal

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
U.S. Large Cap						
Core Domestic Large Cap Equity						
9,646.00	SPDR S&P 500 Trust	SPY	\$1,605,198.77	\$349.31	\$3,369,444.26	
			\$1,605,198.77		\$3,369,444.26	24.90 %
U.S. Mid Cap						
Core Mid Cap Equity						
4,939.00	iShares Core S&P Mid-Cap ETF	IJH	\$650,296.08	\$192.57	\$951,103.23	
			\$650,296.08		\$951,103.23	7.03 %
U.S. Small Cap						
Core Domestic Small Cap Equity						
5,534.00	iShares Core S&P Small-Cap	IJR	\$371,799.43	\$73.97	\$409,349.98	
			\$371,799.43		\$409,349.98	3.03 %
Developed International Equity						
Core International Equity						
12,675.00	iShares MSCI EAFE	EFA	\$779,129.89	\$64.98	\$823,621.50	
13,495.00	iShares Core MSCI EAFE	IEFA	\$797,045.79	\$61.43	\$828,997.85	
			\$1,576,175.68		\$1,652,619.35	12.21 %
Emerging Markets						
Core Emerging Market Equity						
12,692.00	iShares Core MSCI Emerging Markets	IEMG	\$583,387.78	\$53.30	\$676,483.60	
			\$583,387.78		\$676,483.60	5.00 %
Real Estate						
Core Real Estate Equity						
3,729.00	Pacer Benchmark Industrial Real Estate Sector ETF	INDS	\$130,962.48	\$35.10	\$130,887.90	
7,066.00	JP Morgan Beta Builders MSCI US REIT ETF	BBRE	\$542,193.42	\$74.92	\$529,384.72	
			\$673,155.90		\$660,272.62	4.88 %

[Return to Top](#)

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
Commodities						
Core Commodities						
16,150.00	iShares US Bloomberg Roll	CMDY	\$621,274.30	\$42.91	\$692,949.67	
			\$621,274.30		\$692,949.67	5.12 %
Infrastructure						
Core Infrastructure Equity						
13,273.00	FlexShares STOXX Global Broad Infrastructure	NFRA	\$646,676.29	\$50.85	\$674,932.05	
			\$646,676.29		\$674,932.05	4.99 %
U.S. Fixed Income						
Agencies						
50,000.00	FHLB Ser 5146 0.50% 4/14/2025	3130AJHU6	\$50,186.12	\$1.01	\$50,373.75	
40,000.00	Fh1b 0.60% 08/27/25	3130AJZ36	\$39,975.00	\$1.00	\$39,917.87	
40,000.00	FHLB Bond 1.63% 3/12/2027	3130AJ4B2	\$41,631.80	\$1.06	\$42,646.29	
Corporate Bonds						
50,000.00	American Express Credit Note 2.25% 5/5/2021	0258M0EB1	\$49,962.50	\$1.01	\$50,949.00	
50,000.00	Gilead Sciences Inc Note Call Make Whole 1.95% 3/1/2022	375558BH5	\$49,426.36	\$1.02	\$51,586.50	
50,000.00	Unitedhealth Group Inc 2.875% 3/15/2022	91324PBV3	\$50,437.88	\$1.03	\$52,341.85	
50,000.00	Comcast Corp New Note 2.85% 1/15/2023	20030NBF7	\$50,400.31	\$1.07	\$53,553.58	
50,000.00	Aflac Inc Sr Unsecured M-W Cal Lable 3.625% 6/15/2023	001055AL6	\$51,451.26	\$1.09	\$54,777.64	
50,000.00	Bank New York Mellon Corp 2.20% 8/16/2023	06406FAD5	\$49,452.08	\$1.05	\$52,505.83	
50,000.00	Jpmorgan Chase & Co Fr 3.875% 2/1/2024	46625HJT8	\$51,082.85	\$1.11	\$55,492.46	
50,000.00	Metlife Inc 3.60% 4/10/2024	59156RBH0	\$51,543.79	\$1.11	\$56,352.00	
50,000.00	Wells Fargo & Company Mtn 3.30% 9/9/2024	94974BGA2	\$49,941.00	\$1.10	\$55,609.33	
50,000.00	Applied Matls Inc Note Call Make Whole 3.90% 10/1/2025	038222AJ4	\$52,572.26	\$1.15	\$58,398.50	
50,000.00	Target Corp Note Call Make Whole 2.50% 4/15/2026	87612EBE5	\$48,820.72	\$1.10	\$55,267.72	
25,000.00	Intel Corp 2.45% 11/15/2029	458140BH2	\$26,354.61	\$1.09	\$27,391.35	
FNMA & FHMLC Mortgage Pools						
2,693.87	FHLMC PC Gold Comb 4.00% 4/1/2026	3128MC3L7	\$3,025.28	\$1.06	\$2,862.91	

Return to Top

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
U.S. Fixed Income						
US Treasury Notes						
25,000.00	US Treasury Note 1.75% 10/31/2020	912828WC0	\$24,902.45	\$1.00	\$25,214.72	
75,000.00	US Treasury Note 2.00% 10/31/2021	912828F96	\$75,002.17	\$1.02	\$77,113.95	
100,000.00	US Treasury Note 1.875% 1/31/2022	912828V72	\$100,057.34	\$1.02	\$102,593.04	
350,000.00	US Treasury Note 0.375% 3/31/2022	912828ZG8	\$350,871.79	\$1.00	\$351,796.50	
200,000.00	US Treasury Note 2.125% 6/30/2022	912828XG0	\$198,003.80	\$1.04	\$207,957.56	
150,000.00	US Treasury Note 1.625% 11/15/2022	912828TY6	\$148,766.11	\$1.03	\$155,620.98	
80,000.00	US Treasury Note 2.625% 2/28/2023	9128284A5	\$79,782.96	\$1.06	\$84,982.03	
165,000.00	US Treasury Note 0.25% 4/15/2023	912828ZH6	\$164,941.45	\$1.00	\$165,614.21	
125,000.00	US Treasury Note 2.50% 8/15/2023	912828VS6	\$124,611.33	\$1.07	\$133,786.86	
130,000.00	US Treasury Note 1.375% 8/31/2023	9128282D1	\$129,898.44	\$1.04	\$134,731.93	
115,000.00	US Treasury Note 2.125% 3/31/2024	912828W71	\$113,921.67	\$1.07	\$123,971.49	
100,000.00	US Treasury Note 2.375% 8/15/2024	912828D56	\$100,098.81	\$1.09	\$108,652.72	
75,000.00	US Treasury Note 1.50% 9/30/2024	912828YH7	\$78,741.85	\$1.05	\$79,364.48	
130,000.00	US Treasury Note 2.125% 11/30/2024	9128283J7	\$132,224.70	\$1.08	\$141,182.34	
75,000.00	US Treasury Note 2.00% 2/15/2025	912828J27	\$75,380.14	\$1.08	\$80,929.04	
360,000.00	US Treasury Note 0.50% 3/31/2025	912828ZF0	\$362,232.33	\$1.01	\$364,807.38	
80,000.00	US Treasury Note Ser Y-2025 0.38% 4/30/2025	912828ZL7	\$80,240.27	\$1.01	\$80,570.44	
100,000.00	US Treasury Note 2.50% 2/28/2026	9128286F2	\$100,304.40	\$1.12	\$111,894.18	
60,000.00	US Treasury Note 1.625% 5/15/2026	912828R36	\$60,381.15	\$1.07	\$64,603.39	
200,000.00	US Treasury Note 2.00% 11/15/2026	912828U24	\$197,605.63	\$1.10	\$220,716.78	
145,000.00	US Treasury Note 0.625% 3/31/2027	912828ZE3	\$146,153.31	\$1.01	\$146,967.26	
50,000.00	US Treasury Note 0.50% 4/30/2027	912828ZN3	\$50,025.58	\$1.00	\$50,236.74	
125,000.00	US Treasury Note 2.25% 11/15/2027	9128283F5	\$120,302.61	\$1.12	\$141,389.30	
80,000.00	US Treasury Note 3.125% 11/15/2028	9128285M8	\$81,374.22	\$1.20	\$97,087.69	
125,000.00	US Treasury Note 2.625% 2/15/2029	9128286B1	\$124,771.49	\$1.17	\$146,060.33	
50,000.00	US Treasury Note 1.625% 8/15/2029	912828YB0	\$49,673.20	\$1.09	\$54,391.03	
70,000.00	US Treasury Note 1.75% 11/15/2029	912828YS3	\$69,780.87	\$1.10	\$77,335.54	

[Return to Top](#)

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
U.S. Fixed Income						
US Treasury Notes						
130,000.00	US Treasury Note 1.50% 2/15/2030	912828Z94	\$140,612.19	\$1.08	\$140,175.48	
			\$4,196,926.08		\$4,429,773.97	32.74 %
Cash						
Cash Sweep						
13,376.87	Schwab Bank Sweep	SchwabCash	\$13,376.87	\$1.00	\$13,376.87	
			\$13,376.87		\$13,376.87	0.10 %
Total Portfolio			\$10,938,267.18		\$13,530,305.60	100.00 %

[Return to Top](#)

Transaction Summary From 8/1/2020 - 8/31/2020

Trade Date	Settle Date	Security	Quantity	Trade Amount	
Buy Exchange					
8/3/2020	8/5/2020	Schwab Bank Sweep	169,251.37	\$169,251.37	
8/3/2020	8/5/2020	Schwab Bank Sweep	47,924.19	\$47,924.19	
8/3/2020	8/5/2020	Schwab Bank Sweep	29,054.42	\$29,054.42	
8/3/2020	8/5/2020	iShares Core MSCI EAFE	495.00	\$29,432.65	
8/3/2020	8/5/2020	iShares MSCI EAFE	465.00	\$29,388.00	
8/3/2020	8/5/2020	iShares Core S&P Mid-Cap ETF	49.00	\$9,212.20	
8/3/2020	8/5/2020	iShares Core S&P Small-Cap	74.00	\$5,324.23	
8/3/2020	8/5/2020	FlexShares STOXX Global Broad Infrastructure	398.00	\$19,792.54	
8/3/2020	8/5/2020	Pacer Benchmark Industrial Real Estate Sector ETF	3,729.00	\$130,962.48	
8/3/2020	8/5/2020	iShares US Bloomberg Roll	4,360.00	\$178,324.00	
8/4/2020	8/5/2020	Schwab Bank Sweep	103,172.50	\$103,172.50	
8/14/2020	8/17/2020	Schwab Bank Sweep	40,400.65	\$40,400.65	
8/14/2020	8/17/2020	FHLB Ser 5146 0.50% 4/14/2025	50,014.95	\$50,187.75	
8/21/2020	8/24/2020	Schwab Bank Sweep	41,441.28	\$41,441.28	
8/21/2020	8/27/2020	Fhlb 0.60% 08/27/25	40,015.02	\$39,975.00	
Return to Top				Buy Exchange Total:	\$923,843.26
Sell Exchange					
8/3/2020	8/5/2020	SPDR S&P 500 Trust	-513.99	-\$169,251.37	
8/3/2020	8/5/2020	JP Morgan Beta Builders MSCI US REIT ETF	-653.99	-\$47,924.19	
8/3/2020	8/5/2020	iShares Core MSCI Emerging Markets	-557.99	-\$29,054.42	
8/3/2020	8/5/2020	Schwab Bank Sweep	-29,432.65	-\$29,432.65	
8/3/2020	8/5/2020	Schwab Bank Sweep	-29,388.00	-\$29,388.00	
8/3/2020	8/5/2020	Schwab Bank Sweep	-9,212.20	-\$9,212.20	
8/3/2020	8/5/2020	Schwab Bank Sweep	-5,324.23	-\$5,324.23	
8/3/2020	8/5/2020	Schwab Bank Sweep	-19,792.54	-\$19,792.54	
8/3/2020	8/5/2020	Schwab Bank Sweep	-130,962.48	-\$130,962.48	

Return to Top

Trade Date	Settle Date	Security	Quantity	Trade Amount
Sell Exchange				
8/3/2020	8/5/2020	Schwab Bank Sweep	-178,324.00	-\$178,324.00
8/4/2020	8/5/2020	US Treasury Note 1.75% 7/15/2022	-99,985.46	-\$103,172.50
8/14/2020	8/17/2020	US Treasury Note 0.50% 3/31/2025	-39,985.15	-\$40,400.65
8/14/2020	8/17/2020	Schwab Bank Sweep	-50,187.75	-\$50,187.75
8/21/2020	8/24/2020	US Treasury Note 1.375% 8/31/2023	-39,985.53	-\$41,441.28
8/21/2020	8/27/2020	Schwab Bank Sweep	-39,975.00	-\$39,975.00
Sell Exchange Total:				-\$923,843.26

Dividends and Interest				
8/1/2020	8/3/2020	Jpmorgan Chase & Co Fr 3.875% 2/1/2024	0.00	\$968.75
8/4/2020	8/5/2020	US Treasury Note 1.75% 7/15/2022	0.00	\$99.86
8/14/2020	8/17/2020	US Treasury Note 0.50% 3/31/2025	0.00	\$75.96
8/14/2020	8/17/2020	FHLB Ser 5146 0.50% 4/14/2025	0.00	-\$84.03
8/15/2020	8/17/2020	FHLMC PC Gold Comb 4.00% 4/1/2026	0.00	\$8.98
8/15/2020	8/17/2020	US Treasury Note 2.375% 8/15/2024	0.00	\$1,187.50
8/15/2020	8/17/2020	US Treasury Note 2.00% 2/15/2025	0.00	\$750.00
8/15/2020	8/17/2020	US Treasury Note 2.50% 8/15/2023	0.00	\$1,562.50
8/15/2020	8/17/2020	US Treasury Note 1.625% 8/15/2029	0.00	\$406.25
8/15/2020	8/17/2020	US Treasury Note 1.50% 2/15/2030	0.00	\$975.00
8/15/2020	8/17/2020	US Treasury Note 2.625% 2/15/2029	0.00	\$1,640.63
8/15/2020	8/17/2020	FHLMC PC Gold Comb 4.00% 4/1/2026	0.00	\$89.30
8/17/2020	8/17/2020	Bank New York Mellon Corp 2.20% 8/16/2023	0.00	\$550.00
8/21/2020	8/24/2020	US Treasury Note 1.375% 8/31/2023	0.00	\$264.54
8/31/2020	8/31/2020	US Treasury Note 1.375% 8/31/2023	0.00	\$893.75
8/31/2020	8/31/2020	US Treasury Note 2.625% 2/28/2023	0.00	\$1,050.00
8/31/2020	8/31/2020	US Treasury Note 2.50% 2/28/2026	0.00	\$1,250.00
Dividends and Interest Total:				\$11,688.99

Dividend Interest Reinvested				
8/15/2020	8/15/2020	Schwab Bank Sweep	0.34	\$0.34

Return to Top

Trade Date	Settle Date	Security	Quantity	Trade Amount
Dividend Interest Reinvested				
Dividend Interest Reinvested Total:				\$0.34
Exchange and Other Trade Fees				
8/3/2020	8/5/2020	SPDR S&P 500 Trust	-0.01	-\$3.74
8/3/2020	8/5/2020	JP Morgan Beta Builders MSCI US REIT ETF	-0.01	-\$1.06
8/3/2020	8/5/2020	iShares Core MSCI Emerging Markets	-0.01	-\$0.64
8/4/2020	8/5/2020	US Treasury Note 1.75% 7/15/2022	-14.54	-\$15.00
8/14/2020	8/17/2020	US Treasury Note 0.50% 3/31/2025	-14.85	-\$15.00
8/14/2020	8/17/2020	FHLB Ser 5146 0.50% 4/14/2025	-14.95	-\$15.00
8/21/2020	8/24/2020	US Treasury Note 1.375% 8/31/2023	-14.47	-\$15.00
8/21/2020	8/27/2020	Fh1b 0.60% 08/27/25	-15.02	-\$15.00
Exchange and Other Trade Fees Total:				-\$80.44
Advisory Fees Paid				
8/20/2020	8/20/2020	Schwab Bank Sweep	-3,279.83	-\$3,279.83
Advisory Fees Paid Total:				-\$3,279.83

[Return to Top](#)

Realized Gain/Loss

Acquired Date	Units	Security	Cost Basis	Proceeds	Total Gain/Loss
CITY OF CRAIG-Public/Government					
6/1/2020	558.00	iShares Core MSCI Emerging Markets	\$25,648.47	\$29,054.42	\$3,405.95
9/26/2018	654.00	JP Morgan Beta Builders MSCI US REIT ETF	\$50,067.52	\$47,924.19	-\$2,143.33
10/11/2007	514.00	SPDR S&P 500 Trust	\$71,209.95	\$169,251.37	\$98,041.42
4/23/2020	40,000.00	US Treasury Note 0.50% 3/31/2025	\$40,250.23	\$40,400.65	\$150.42
9/27/2016	40,000.00	US Treasury Note 1.375% 8/31/2023	\$39,968.75	\$41,441.28	\$1,472.53
7/23/2019	100,000.00	US Treasury Note 1.75% 7/15/2022	\$99,893.90	\$103,172.50	\$3,278.60
CITY OF CRAIG-Public/Government Total:			\$772,729.75	\$876,935.34	\$104,205.59

[Return to Top](#)



FOR IMMEDIATE RELEASE
September 29, 2020

Alaska's Bush Caucus requests ADF&G Commissioner advocate for reduction of halibut bycatch caps
*Letter asks for Commissioner advocacy for bycatch caps at North Pacific
Fishery Management Council meeting*

SITKA- Today, five members of the Alaska Legislature's Bush Caucus sent a letter to Alaska Department of Fish and Game Commissioner Vincent-Lang requesting his advocacy for the reduction of halibut bycatch caps at next month's North Pacific Fishery Management Council.

Halibut fishermen lose a portion of their annual allocation of halibut every year due to the currently high bycatch caps. Tying halibut bycatch management to abundance and lowering caps would bring immense benefit to rural and coastal Alaska communities. Sustainable, rigorously-managed fisheries will leave the state's economy mores stable in the long term. When coastal and rural communities thrive, Alaska's economy is stronger.

"Millions of pounds of halibut are discarded as bycatch every year. The health of our halibut stocks means we must reduce bycatch. Alaska's representation on the North Pacific Council should advocate for this goal," said **Rep. Jonathan Kreiss-Tomkins** (D-Sitka).

When NPFMC meets this week, Alaska's representatives from ADF&G will have the opportunity to push for abundance-based management of halibut bycatch. The Alaska Legislature's Bush Caucus, a group representing rural and coastal Alaska, strongly encourages ADF&G representatives to advocate for the reduction of halibut bycatch caps.

Attached: September 29 letter to ADF&G Commissioner Doug Vincent-Lang, signed by House Speaker Bryce Edgmon, Representative Jonathan Kreiss-Tomkins, Representative John Lincoln, Representative Dan Ortiz, and Representative Tiffany Zulkosky.

###

(907) 465-6791

Joe.Plesha@akleg.gov

STANDING TOGETHER FOR ALASKA



akhouse.org



[facebook.com/akmajority](https://www.facebook.com/akmajority)



[@akhousemajority](https://twitter.com/akhousemajority)

Return to Top

**State of Alaska
Department of Natural Resources
Division of Forestry
Southern Southeast Area Office**

**Preliminary Written Finding under AS 38.05.035(e) and AS 38.05.945 and
Draft Forest Land Use Plan under AS 38.05.112 and AS 41.17.060**

The Alaska Department of Natural Resources, Division of Forestry, gives formal notice under AS 38.05.945 that the Division has made a preliminary decision under AS 38.05.035(e) regarding the sale and is also proposing to adopt a site-specific Forest Land Use Plan (FLUP) under AS 38.05.112 and the administrative standards of AS 41.17.060 for the commercial timber sale: Jinhi Bay Salvage (SSE-1374-K).

The timber sale area is found within SW ¼ of NE ¼ of Section 23, Township 69 South, Range 79 East, Copper River Meridian (CRM) on Tuxekan Island. The sale area is found within the Craig D-4 USGS quadrangle. The main access for this sale area is by water from Jinhi Bay west of the community of Naukati, Alaska.

The harvest unit contains approximately 320 MBF of timber on eleven acres. This volume will be negotiated and sold under provisions of AS 38.05.115, in the form of one sale. The sale may require in-state manufacture and will be a negotiated contract. The DOF is proposing to use a request for proposal process that will be noticed and occur after this AS 38.05.035(e) decision has been made.

Before this sale sold, the Director of the Division of Forestry will make a written final decision that the sale is in the best interest of the State. This decision will set out the facts and applicable policies upon which the Director bases his determination that the proposed timber sale will or will not best serve the interest of the State. The FLUP is intended to provide the best available information regarding the proposed timber harvest on the eleven acres and the management of other non-timber uses in compliance with AS 38.05.112 and AS 41.17.060, and must be adopted by the DOF before the proposed activity can occur. The final decision and FLUP is expected to be available to the public after **October 19, 2020**.

The public is invited to comment on any aspect of the preliminary decision and draft FLUP. Comments should be mailed to the Alaska Division of Forestry, 2417 Tongass Avenue, Suite 213, Ketchikan, AK 99901. Comments must be received at the Division of Forestry office no later than **October 19, 2020**, in order to be considered in the final best interest finding decision of whether or not this sale will be held in whole or in part. To be eligible to appeal the final decision a person must have provided written comment by **October 19, 2020**.

FOR MORE INFORMATION OR TO SUBMIT COMMENTS CONTACT:

Alaska Division of Forestry	Contact:	Greg Staunton
2417 Tongass Avenue, Suite 213	Phone:	225-3070
Ketchikan, AK 99901	Email:	greg.staunton@alaska.gov

Copies of the preliminary decision and FLUP are available for review at the Division of Forestry at the above address and at the Ketchikan, Craig, Petersburg and Wrangell Public Libraries and the State Online Public Notice System at <http://notice.alaska.gov/199515>.

The State of Alaska, Department of Natural Resources, Division of Forestry complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services, or special modifications to participate in this review may contact the number above.

Greg Staunton
Southeast Area Forester



U.S. Department of Agriculture Releases Final Environmental Impact Statement for the Alaska Roadless Rule

WASHINGTON, Sept. 24, 2020 – The U.S. Department of Agriculture (USDA) today announced the upcoming publication of a Final Environmental Impact Statement that describes the environmental effects of six alternatives, including whether the Tongass National Forest should be exempted from the 2001 Roadless Rule.

A copy of the final statement will be available [on the project website](#) after a notice is published in the Federal Register.

Consistent with applicable regulations, there is a 30-day waiting period before a final Record of Decision and rule would be issued by the Secretary of Agriculture.

For nearly two years, the USDA Forest Service reviewed citizen input provided through public meetings and subsistence hearings, written public comments, government-to-government consultations with federally recognized tribes and Alaska Native corporations, and engagement with cooperating agencies.

Background:

In 2001, the USDA adopted the Roadless Area Conservation Rule (2001 Roadless Rule). The roadless rule prohibits road construction, and cutting, selling or removing timber within inventoried roadless areas, with certain exceptions. The 2001 Roadless Rule applies nationwide and includes more than 45 million acres of national forests and grasslands. Currently, 9.2 million acres -- around 55% -- of the Tongass National Forest are designated and managed as inventoried roadless areas, which has limited economic opportunities in some areas.

In January of 2018, the State of Alaska petitioned the Secretary of Agriculture to consider exempting the Tongass National Forest from the 2001 Roadless Rule. In response, the USDA, Forest Service, and the State of Alaska agreed to examine state-specific rulemaking. In June 2018, the Secretary directed the Forest Service to begin evaluating state-specific roadless rule for Alaska.

Part of this evaluation is governed by the National Environmental Policy Act (NEPA), which requires federal agencies to analyze significant environmental impacts of proposed actions through a thorough and public process. The specifics of the NEPA process vary according to the circumstances, but federal agencies solicit public involvement at significant steps in the process, which begins with determining the scope of the analysis and ends with publishing the final decision.

The NEPA process began in August 2018, when the Forest Service published a Notice of Intent to conduct an environmental impact statement on a potential roadless rule exemption for the Tongass National Forest and solicited public comments on the scope of the analysis. In October 2019, the Forest Service published a Draft Environmental Impact Statement (DEIS) and proposed Rule for a 60-day public comment period. The Final Environmental Impact Statement (FEIS) responds to substantive public comments to the draft, contains additional analysis of management options and identifies the preferred alternative to fully exempt the Tongass National Forest from the 2001 Roadless Rule.

The 30-day waiting period will provide time for the Secretary to consider the purpose and need, weigh the alternatives, balance objectives and issue a record of decision on the final rule. Any record of decision on the final rule will not directly authorize any ground-disturbing activities.

Notice of Utility Tariff Filing

The REGULATORY COMMISSION OF ALASKA (Commission) gives notice that Alaska Power Company (APC) filed TA885-2, proposing to incorporate the Power Sales Agreement (PSA) between APC and Haida Energy Inc. into its tariff and seeking a new cost element for APC's Cost of Power Adjustment (COPA) surcharge mechanism. On August 24, 2015, the Commission issued Order No. U-15-012(2), approving the PSA and requiring APC to incorporate the PSA into its tariff within 90 days prior to the first purchases of power under the agreement.

With TA885-2, APC proposes to add the PSA to its tariff under its list of special contracts, in compliance with Order No. U-15-012(2). APC states that the current schedule forecasts completion of the project on or near November 20, 2020. APC also proposes a new COPA cost element to recover all purchased power costs associated with the PSA.

This notice may not contain all requested revisions and the Commission may approve a rate or classification which varies from that proposed. You may obtain more information about this filing by contacting Michael Garrett, President/CEO for APC, at P.O. Box 3222, Port Townsend, WA, 98368; phone: (360) 385-1733. The complete filing is also available for inspection at the Commission's office at 701 West 8th Avenue, Suite 300, Anchorage, AK 99501; phone: (907) 276-6222, or may be viewed at the Commission's website at <http://rca.alaska.gov> by typing "TA885-2" in the *Find a Matter* search box.

To comment on this filing, please file your comments by 5:00 p.m., by October 23, 2020, at the Commission's address given above or via our website at:

<https://rca.alaska.gov/RCAWeb/WhatsNew/PublicNoticesComments.aspx>

Please reference TA885-2 and include a statement that you've filed a copy of the comments with APC at its address given above.

Individuals or groups of people with disabilities, who require special accommodations, auxiliary aids or service, or alternative communication formats, please contact Valerie Fletcher-Mitchell at (907) 276-6222, toll-free at 1-800-390-2782, TTY/Alaska Relay: 7-1-1 or 1 (800) 770-8973, or send a request via electronic mail to rca.mail@alaska.gov by October 16, 2020.

DATED at Anchorage, Alaska, this 23rd day of September, 2020.

REGULATORY COMMISSION OF ALASKA

Becki Alvey

Becki Alvey
Tariff Section Manager

Notice of Utility Tariff Filing

The REGULATORY COMMISSION OF ALASKA (Commission) gives notice that BBL Hydro, Inc. (BBL Hydro) filed TA4-573, a revenue requirement study based on a 2019 test year. With TA4-573, BBL Hydro proposes a 2.26 percent decrease to its energy rate from \$0.0719 to \$0.0703 per kWh, on a permanent basis. BBL Hydro is not requesting an interim rate change.

In addition, BBL Hydro is requesting approval of the fourth amendment to its special contract with Alaska Power Company (APC). The fourth amendment proposes a new Exhibit A, which sets out the rate that BBL Hydro charges APC.

Finally, BBL Hydro is requesting a waiver of 3 AAC 48.320, the provisions governing a separate tariff for each utility or pipeline carrier and controlling effective tariff. 3 AAC 48.320(b) provides, in part, that for every service that a utility offers that is regulated by the Commission, the effective tariff of the utility must set out the rates, regulations, terms, and conditions applicable to the service. BBL Hydro currently maintains a special contract with APC in lieu of a tariff. With TA4-573, BBL Hydro proposes to continue to maintain its special contract in lieu of a tariff.

This notice may not contain all requested revisions and the Commission may approve a rate or classification which varies from that proposed. You may obtain information about this filing by contacting Steven J. Kramer, Senior Director – Regulatory Affairs for BBL Hydro, at 901 North Leatherleaf Loop, Suite 201, Wasilla, AK 99654; phone: (907) 864-3211. The complete filing is also available for inspection at the Commission's office at 701 West 8th Avenue, Suite 300, Anchorage, AK 99501; phone: (907) 276-6222, or may be viewed at the Commission's website at <http://rca.alaska.gov> by typing Docket "TA4-573" in the *Find a Matter* search box.

To comment on this filing, please file your comments by 5:00 p.m., October 23, 2020, at the Commission's address given above or via our website at:

<https://rca.alaska.gov/RCASWeb/WhatsNew/PublicNoticesComments.aspx>

Please reference TA4-573 and include a statement that you have filed a copy of the comments with BBL Hydro at its address given above.

Individuals or groups of people with disabilities, who require special accommodations, auxiliary aids or service, or alternative communication formats, please contact Valerie Fletcher-Mitchell at (907) 276-6222, toll-free at 1-800-390-2782, TTY/Alaska Relay: 7-1-1 or 1 (800) 770-8973, or send a request via electronic mail to rca.mail@alaska.gov by October 16, 2020.

DATED at Anchorage, Alaska, this 29th day of September, 2020.

REGULATORY COMMISSION OF ALASKA

Julie C. Vogler

Julie C. Vogler
Finance Section Manager

Return to Top

Notice of Utility Tariff Filing

The REGULATORY COMMISSION OF ALASKA (Commission) gives notice that Alaska Power Company (APC) filed TA886-2, a revenue requirement study based on a 2019 test year. With TA886-2, APC proposes an interim across-the-board rate increase of 10 percent, effective November 9, 2020. However, APC requests permission to defer collection of the interim rate until March 1, 2021. In the event permanent rates are less than interim rates, APC requests to use the deferred interim rates as an offset to any refund obligation owed to APC customers, on a dollar for dollar basis. In the event that no refunds are owed, or deferred interim rates exist after refund obligations are complete, APC proposes to create a regulatory asset for all remaining deferred interim rates. APC proposes the amortization rate be set by the Commission in a future APC rate case. APC further requests a permanent across-the-board rate increase of 13.30 percent, to be effective upon completion of the rate case. A selection of the current and proposed interim and permanent rates are shown in the table below.

Description	Current Rates	Proposed Interim Rates	Proposed Permanent Rates
Residential and Small Commercial Rates			
Haines/Skagway	\$0.1339/kWh	\$0.1473/kWh	\$0.1517/kWh
Prince of Wales Island	\$0.1373/kWh	\$0.1510/kWh	\$0.1556/kWh
Gustavus	\$0.3564/kWh	\$0.3920/kWh	\$0.4038/kWh
Tok/Dot Lake/Tetlin	\$0.1907/kWh	\$0.2098/kWh	\$0.2161/kWh
Interior Villages	\$0.3728/kWh	\$0.4101/kWh	\$0.4224/kWh
Customer Charge	\$20.00/month	\$22.00/month	\$22.66/month
Bulk Power Rates			
Haines/Skagway	\$0.1045/kWh	\$0.1150/kWh	\$0.1184/kWh
Prince of Wales Island	\$0.0874/kWh	\$0.0961/kWh	\$0.0990/kWh
Gustavus	\$0.3564/kWh	\$0.3920/kWh	\$0.4038/kWh
Tok/Dot Lake/Tetlin	\$0.1559/kWh	\$0.1715/kWh	\$0.1766/kWh
Interior Villages	\$0.3555/kWh	\$0.3911/kWh	\$0.4028/kWh
Customer Charge	\$93.97/month	\$103.37/month	\$106.47/month

This notice may not contain all requested revisions and the Commission may approve a rate or classification which varies from that proposed. You may obtain information about this filing by contacting Steven J. Kramer, Senior Director – Regulatory Affairs for APC, at 901 N. Leatherleaf Loop, Suite 201, Wasilla, AK 99654; phone: (907) 864-3211. The complete filing is also available for inspection at the Commission’s office at 701 West 8th Avenue, Suite 300, Anchorage, AK 99501; phone: (907) 276-6222, or may be viewed at the Commission’s website at <http://rca.alaska.gov> by typing Docket “TA886-2” in the *Find a Matter* search box.

To comment on this filing, please file your comments by 5:00 p.m., October 23, 2020, at the Commission’s address given above or via our website at:

<https://rca.alaska.gov/RCAWeb/WhatsNew/PublicNoticesComments.aspx>

Please reference TA886-2 and include a statement that you have filed a copy of the comments with APC at its address given above.

Individuals or groups of people with disabilities, who require special accommodations, auxiliary aids or service, or alternative communication formats, please contact Valerie Fletcher-Mitchell at (907) 276-6222, toll-free at 1-800-390-2782, TTY/Alaska Relay: 7-1-1 or 1 (800) 770-8973, or send a request via electronic mail to rca.mail@alaska.gov by October 16, 2020.

DATED at Anchorage, Alaska, this 28th day of September, 2020.

REGULATORY COMMISSION OF ALASKA



Julie C. Vogler
Finance Section Manager



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community,
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

550 West Seventh Avenue, Suite 1640
Anchorage, AK 99501
Main: 907.269.4501 / 907.269.4581
Programs fax: 907.269.4539

RECEIVED
OCT 02 2020

September 30, 2020

City of Craig
Office of the Mayor
PO Box 725
Craig, AK 99921

Re: 2020 Full Value Determination

Dear Sir or Madam,

As required by AS 14.17.510 (Public Schools Foundation Program), the Department of Commerce, Community, and Economic Development has determined that, as of January 1st of the current year, the full and true value of taxable real and personal property within your municipality is as follows:

Real Property:	\$116,241,837
Personal Property:	\$48,794,596
State Assessed Property (AS 43.56):	\$
Total:	<hr/> \$165,036,432

This full value determination is a final determination of the Department of Commerce, Community, and Economic Development. Pursuant to AS 14.17.510(a) and Alaska Rule of Appellate Procedure 602(a)(2), you have thirty days to appeal this determination to superior court. If you have any questions concerning this full value determination, please contact our office at (907) 269-4605.

Sincerely,

Handwritten signature of Joseph Caissie.

Joseph Caissie,
Acting State Assessor

Return to Top

Crystal Lake Hatchery funding in peril

Petersburg Pilot - September 10, 2020

The Alaska Department of Fish & Game will be shutting down its Southeast Alaska enhancement program due to an absence of funding, leaving the future of Crystal Lake Hatchery (CLH) in jeopardy, said David Landis, Southern Southeast Regional Aquaculture Association general manager, in a prepared statement.

SSRAA operates CLH under a contract with the Alaska Department of Fish and Game Division of Sport Fishing for a total of \$517,300. A portion of the funding that the hatchery receives, \$200,000, comes from the sport fishing license surcharge, which is set to expire on Dec. 31, according to Landis. The state legislature did not renew the sport fishing license surcharge due to an early adjournment caused by the COVID-19 pandemic.

Alaska Department of Fish and Game Division of Sport Fishing does not have the \$500,000 needed for the Southeast's enhancement program that comes from the sport fishing license surcharge, said Landis.

The ADF&G is actively trying to get the state legislation to renew the sport fishing license surcharge and has received an endorsement from Gov. [Mike Dunleavy](#). If the surcharge is renewed, the soonest it could go into effect is on Jan. 1, 2022, said Landis.

The remaining \$317,300 of the CLH contract comes from federal and state funding in a 75-25 split respectively. Landis said he does not know if SSRAA will continue to receive this portion of the funding.

SSRAA's contract to operate CLH is set to expire at the end of June, 2021, but Landis said he is uncertain the state will continue to honor the contract; although, he anticipates the state will.

There are currently two year-classes of salmon at CLH. One is brood year 19 and the other brood year 20. Brood year 19, about 1.4 million fish, are scheduled to be released in May 2021, and brood year 20, about 1.8 million fish, haven't hatched yet, but are set to be released in May 2022. Whether or not the fish will be released is uncertain at this time, said Landis.

"If the state decided that instead they will pull all funding and leave fish in ponds and incubators that would have to be destroyed, we certainly wouldn't want to do that," said Landis. "It's unclear exactly what the state will continue to fund and for how long. We're trying to get those answers."

CLH produces 600,000 chinook salmon and 100,000 coho salmon that are released into Blind Slough, and produces 100,000 chinook salmon for City Creek. It also produces chinook salmon for Anita Bay, Neets Bay and Port St. Nicholas.

Landis said the hatchery will continue to operate for the time being.



FOR IMMEDIATE RELEASE

Contact: Ron Curtis General Manager Inter-Island Ferry Authority: (907) 401-3564
rcurtis@interislandferry.com

Inter-Island Ferry Authority Service Interruption due to mechanical failure.

Hollis, Alaska –

On September 27th, and again on September 30th, the Inter-Island Ferry Authority (IFA) suffered a propulsion system failure on the starboard side of the M/V Stikine. The M/V Stikine will be placed into inactive status until parts and technicians to make the necessary repairs can be secured. The M/V Prince of Wales is already inactive and awaiting repairs. The delay in repairs to the Prince of Wales is due to scheduling issues and the complexities of funding.

We anticipate the M/V Stikine will return to service on November 1st and the M/V Prince of Wales to return to service by the end of the year. We realize that this is a major inconvenience to our customers and supply chain partners. We are working diligently on identifying solutions for our customers during this difficult time.

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Planner
Date: October 9, 2020
RE: Electric Utility Assistance

We received a total of 156 electric assistance applications. Through a combined effort between the City and AP&T, each application was reviewed for eligibility using the following criteria:

1. Is the account associated with an address that is located within Craig city limits?
2. Did the applicant sufficiently demonstrate that they were impacted by COVID?
3. Does the account holder name match the name on record with AP&T?
4. Is the address listed, the primary address of the account holder?
5. Was the application filled out completely?
6. Is the applicant/ account holder a primary resident of the property listed or are they applying for assistance to benefit their tenant? If Landlord, additional documentation will be required to prove that they have a tenant and that the assistance will be passed on to that tenant.

Of the 156 applications, we've approved 131. The remaining 25 applications will require additional follow-up. Payment of \$150 per account has been made on the approved applications. We will make payment on the incomplete applications as they are completed and approved.

We plan to open a short "second chance" application period using the same eligibility criteria and make \$150 credits to eligible accounts. Households that were eligible in the first application period won't be eligible in the second period.

It is likely that we will make both rounds of payments, pay AP&T for administrative costs and have funds remaining from the \$50,000 that the council appropriated for this purpose. We will likely make an additional credit to each account that was eligible in both rounds in November for the November/December billing.

Recommended Motion: Move to direct staff to provide electrical utility assistance as outlined above.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Brian Templin, City Planner
Misty Fitzpatrick, CARES Coordinator
Date: September 30, 2020
RE: CARES Act – Rental and Mortgage Relief Payments

September 3, 2020 council meeting the council gave staff general direction regarding a rental and mortgage assistance program for households impacted by COVID19. Misty Fitzpatrick has been working on the draft document related to this program. A copy of the final draft documents is attached for the council to review. The documents include an application, frequently asked questions, and a landlord certification form.

The program would be open to eligibility households located within the Craig city limits. Households would have to attest to financial impact related to COVID19. General parameters of the program include:

- Open only to households within the Craig City Limits
- One application per household is allowed
- Payments will be made directly to landlords or mortgage lenders
- Payments will only apply to unpaid rent/mortgage payments and could not be held as a future credit. Unpaid rent/mortgage payments would include any delinquent payments after March 1st and could be applied to November rent payments.
- Applicants will have to work with mortgage lenders who require a full payment to make sure that the balance of the payment is available.
- Payments would be limited to a set dollar amount per household, not to exceed one month's rent or mortgage payment.
- Trailer space rental would be an eligible rental payment
- Moorage and live aboard fees would be an eligible rental payment for those boats who were identified as live aboards by the harbor (and paying live aboard fees) prior to the program approval

The amount of assistance should be calculated using the amount of appropriated funding by the council and the number of eligible applicants. At the September 3, 2020 meeting the council indicated that they were interested in seeing about \$500 in assistance available to applicants.

As an example, there are about 500 households in Craig. If one-third of those households are eligible, and apply for assistance this would represent about 165 households. \$100,000 in assistance would provide about \$600 for each household.

It has been our practice to stick close to the advertised maximum dollar amounts on other programs and roll any remaining funds into future economic assistance programs. As we get closer to the December 30th deadline it makes sense to appropriate a set dollar amount for the program and all of the available appropriated funds divided between the eligible applicants. In this case, if we appropriate \$100,000 for this program and we get 125

applicants we would apply about \$800 per applicant (again, to a maximum of one month's rent/mortgage). \$100,000 of funding would allow for \$500 in assistance for up to 200 households.

Recommendation

The council should direct staff to appropriate \$100,000 in funding for rental/mortgage assistance, adopt the draft documents (with any edits that the council wants to make), and advertise the program for applications.

Sample Motion

I move to appropriate \$100,000 in CARES Act funding to provide rental/mortgage assistance to Craig households based on eligibility and application criteria presented by staff and approved by the council.



RENT & MORTGAGE ASSISTANCE PROGRAM

FACTS AND QUESTIONS

Overview

Craig residents impacted by the COVID-19 pandemic have access to rent and mortgage relief assistance through the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act.

The Rent and Mortgage Assistance program, funded by the [CARES Act](#), is a federally funded initiative designed by the City of Craig to help households and persons who have been adversely impacted by COVID-19 through the loss of their employment income or who sustained a reduction in income.

FAQ

Who qualifies for assistance?

Qualifying applications must:

- ✓ Maintain their primary residence within the City of Craig.
- ✓ Be a primary leaseholder or borrower.
- ✓ Have a lender or landlord who will accept funds through this program.
- ✓ Have been adversely economically impacted as a result of COVID-19.

How do I apply?

Paper applications will be available for pick-up at Craig City Hall. A fillable PDF version of the application will be available online. Completed applications will be accepted by email, mail or hand delivery to City Hall. The application period will open on October 9, 2020 and close on October 28, 2020. All applications must be received by 5 p.m. on October 28, 2020. The application form will include instructions for submitting your application.

How much assistance will I receive?

The City of Craig has allocated _____ in funding for this program. Each qualifying applicant will receive approximately \$500 of assistance (not to exceed 100% of one month's rent/ mortgage payment). Funding will be dispersed equally amongst qualifying applicants. Only one application per household is allowed. The City reserves the right to reduce the level of funding to each applicant, should the number of applicants exceed the amount of funding available. The City may also increase the level of assistance, should additional funds become available.

If I qualify for assistance, when will I receive the funds?

For qualifying applicants, the City of Craig will make payments directly to the landlord or lender listed on the application. Once the application period ends and the applicant, their landlord, and lender have provided all additional requested documentation, funds are expected to be dispersed within 30 days.

[Return to Top](#)

When I apply, what documents will I be required to provide?

Along with a completed application form, renters must provide:

1. Landlord certification form (renters only, not required of mortgage assistance applicants).
2. Proof of residency. A list of acceptable documents will be provided on the application form.
3. A signed copy of the FAQ's (this document).
4. An [IRS W9 Form](#), completed by your landlord (not applicable for mortgage assistance applicants).

The City of Craig reserves the right to request additional documentation before assistance is provided.

What is a Landlord Certification Form?

The Landlord Certification form will be completed and signed by your landlord, certifying that you are the primary leaseholder and that they will accept assistance through this program. They are also certifying that they will apply the funds to one of your unpaid rent payments due for the qualifying period of March 1st, 2020 to December 30, 2020.

My landlord will not return the certification form to me. What should I do?

Applications submitted without the Landlord Certification form will be considered incomplete and will not be eligible for assistance. If your landlord needs assistance with technology (such as email, fax, etc.) in order to return the form to you, please contact the City of Craig Cares Coordinator (Misty Fitzpatrick, 907-826-3275). We may be able to help.

My rent is subsidized by a tribal or other organization. How should I address that in my Rent and Mortgage Assistance application?

On the applicable section of the Landlord Certification form, please ensure that your landlord lists the rental amount that you directly pay. For example, if your monthly rent is \$1,000 and you or your landlord receive a subsidy of \$300 per month to be applied to said rent, the amount of the rent listed on your Landlord Certification Form must read \$700.

I will be applying for mortgage assistance. What do I need to know?

For qualifying applicants, a check will be mailed from the City of Craig directly to the lender using the information listed on the application.

Some lenders may not accept partial mortgage payments and will require you to provide the remainder of the payment at the same time. It's important that you coordinate with your lender to make sure that they are able to apply the funds to your mortgage account. The City of Craig will only allow them a limited period of time to do so.

Please be advised that if your lender will not accept partial payment and you're not prepared to make the balance of the payment, or you do not coordinate the payment with your lender, you may be ineligible for mortgage assistance.

I am delinquent on my City of Craig property tax and/or utility payments. Can I still qualify for assistance?

Yes. Delinquency on property tax and utility accounts will not disqualify you from receiving assistance; however, you will be required to enter into a payment plan agreement before you receive funding.

I have a roommate. Can we both qualify for assistance?

No. This program is designed to provide one assistance payment per household.

I live on my boat at the harbor. Does my moorage qualify as "rent?"

Provided that you established "live-aboard status" prior to October 1, 2020, meaning that you began paying a live-aboard fee to the Craig Harbor Department, you will be eligible for assistance under this program. The City of Craig

Harbor Department should complete your Landlord Certification Form and return it to you to be included with your application packet.

I live in a mobile home park and pay space rent. Does space rent qualify as an eligible rent expense?

Yes. Your landlord certification form should be completed by the organization/ individual to whom you pay your space rent.

My landlord is an immediate family member. Does this disqualify me?

Not necessarily. The City may require additional documentation to prove that the arrangement constitutes a lessor/ lessee relationship.

I am a City official and/ or City employee. Can I still receive funding if I qualify?

Yes. The question of whether or not you are an official/ employee is asked on the application form, but a “yes” answer will not disqualify you. Your answer will be used to identify any potential conflicts during the City’s administration of this program.

After I submit my application, how will I know whether or not I’ve qualified for funding?

Once the application period ends, the City of Craig will notify all applicants in writing with the results of their application for assistance. We expect to provide notification within 10 days of the closing date.

I don’t agree with the City’s decision to deny my application. What should I do?

If you do not agree with the City’s decision to deny your application you may submit a written appeal to the Craig City Council. Appeals must be received by the City of Craig, in writing, no later than 10 business days after you have been notified of the denial. Your written appeal should clearly explain the reasons that your application should not have been denied based on the program requirements. Appeals will be heard by the City Council at the next regular scheduled council meeting following the closing of the appeal period.

Will future funding be available for rental/ mortgage assistance?

The City of Craig may choose to appropriate additional funds for rental/ mortgage assistance. If so, the City will make additional payments to landlords/ lenders based on eligible applications from this round of funding. There is no guarantee of additional funds.

I need help with my application. What should I do?

1. Call Craig City Hall and make an appointment with the Cares Coordinator: Misty Fitzpatrick, 907-826-3275 and/ or;
2. Attend one of our virtual or in-person Applicant Support Sessions where we will offer technical assistance applying for this and other City of Craig assistance programs. PLEASE NOTE: COVID-19 safety procedures will be in place during Applicant Support Sessions including mandatory masks and social distancing. Visit www.craigak.com and follow the COVID Assistance link for more information.

By signing below, I acknowledge that I have fully read and understood the information included in this document. Furthermore, I understand that this document, the Application Form and the Landlord Certification Form constitute a grant agreement with the City of Craig.

Print Name

Date

Signature

Return to Top

Please check one:

- Applying for rent assistance
- Applying for mortgage assistance



RENT & MORTGAGE ASSISTANCE PROGRAM

APPLICATION FORM

INSTRUCTIONS

Submit this form one of three ways:

1. By email to cares@craigak.com
2. By mail to the City of Craig, PO BOX 725, Craig, Alaska 99921
3. Hand delivery to 500 Third Street, Craig, Alaska

APPLICANT INFORMATION

Name: _____

Mailing address: _____

City/ State/ Zip: _____

Physical address: _____

Phone: _____ Email: _____

1. Are you an official and/ or an employee of the City of Craig?
YES ___ NO ___

APPLICANT ELIGIBILITY

1. Do you maintain your primary residence within Craig city limits?
YES ___ NO ___
2. Did you experience a loss of income as a result of the COVID-19 pandemic?
YES ___ NO ___

If yes, please describe:

- Loss of employment
- Reduced work hours
- Expenses related to COVID-19 that impacted your finances

3. Please provide a brief description of the circumstances under which your finances were impacted:

4. [Return to Top](#)

LANDLORD/ MORTGAGE INFORMATION

Landlord Name/ Lender: _____

Account # (if mortgage): _____

Mailing Address: _____

City/ State/ Zip: _____

Phone: _____ Email (if available): _____

1. Is your landlord an immediate member of your family (rental assistance applicants only)?
YES ____ NO ____

APPLICATION SUBMISSION

1. I've included one of the items listed below with my application, which the City will use to verify my residency. I understand it must display a physical address that matches the address listed on this form. For renters, the physical address must also match the address listed by your landlord on the Landlord Certification Form.

- ✓ Government issued photo ID
- ✓ Recent utility bill
- ✓ Recent pay stub
- ✓ Other documentation pre-approved by the City

YES ____ NO ____

2. I have included a signed copy of the Landlord Certification Form.

YES ____ NO ____

3. I have included a signed copy of the Rent and Mortgage Assistance FAQ document.

YES ____ NO ____

CERTIFICATION

As an official signer of the application, I certify that the information provided in this application is true and accurate and that I meet the eligibility requirements for this grant. I agree to assist in the verification of information provided in this application and to provide additional information to the City of Craig, if requested.

Furthermore, I understand providing a written false statement which I do not believe to be true may result in denial of an application, recovery of funds granted, or civil/ criminal prosecution.

Printed Name: _____

Signature: _____ Date: _____

Please direct questions to the Cares Coordinator for the City of Craig by email:

cares@craigak.com or by phone (907)826-3275



RENT & MORTGAGE ASSISTANCE PROGRAM

LANDLORD CERTIFICATION FORM

INSTRUCTIONS

This form must be completed by the landlord of each applicant who is applying for rental assistance. This form, along with a completed W9 form, must be returned to the tenant/ applicant after completion so they may include it with their rental assistance application packet. For each qualifying applicant, the City of Craig will mail a check directly to the Landlord, using the information listed on the corresponding Landlord Certification Form.

LANDLORD INFORMATION

Name: _____ Phone: _____

Mailing address: _____ City/ State/ Zip: _____

Email (if available): _____

TENANT INFORMATION

Name: _____

Physical address (rental location): _____

Amount of monthly rent paid by tenant, less rental subsidy, if any? \$ _____

1. Do you have either an oral or written lease agreement with the tenant listed above?
YES ___ NO ___
2. Do you attest that the tenant listed on this form occupied the rental address listed above between March 1, 2020 and December 30, 2020?
YES ___ NO ___
3. If the tenant qualifies for assistance, will you accept funds from the City of Craig and apply it to their unpaid rent due for the qualifying period of March 1, 2020 through December 30, 2020?
YES ___ NO ___

CERTIFICATION

As an official signer of the application, I certify that the information provided in this application is true and accurate. I agree to assist in the verification of information provided in this application and to provide additional information to the City of Craig, if requested.

Printed Name: _____

Signature: _____ Date: _____

Please direct your questions to the Cares Coordinator for the City of Craig by email:
Return to Top cares@craigak.com, or by phone (907) 826-3275.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 1, 2020
RE: Review Fisheries Disaster Declarations

Since late August, a number of Southeast Alaska communities have issued documents supporting the declaration of commercial salmon fisheries disaster. The calls for the declaration come on the heels of a commercial salmon fishing season characterized by low prices and low returns.

The letters/resolutions from Wrangell, Petersburg, Sitka, and Ketchikan (copies attached) also cite economic impacts resulting from the loss of the cruise ship season, and impacts from response to the coronavirus pandemic. Each of the documents calls for state and/or federal disaster declaration in response. In addition, some members of the Alaska Legislature have sent requests (copies attached) to the state's executive branch asking for a disaster declaration.

By all accounts, the commercial salmon season in 2020 was very poor. Landings from troll, gillnet, and purse seine fishing in Southeast Alaska were at or near all-time lows. What's more, dock prices were also low, with blame going to reduced demand from restaurant and other public venues due to the virus. For our part, the missing cruise ship season has little direct impact on Craig. However, we are biding our time until we can measure the economic impact of the pandemic. The next two quarters of sales tax filings will be telling as to any change to consumer activity locally.

There is no question that the poor salmon returns and low prices will have adverse economic impacts on Craig; our community has residents who fish in the troll, gillnet, and seine gear groups. Based on preliminary landing numbers from Alaska Department of Fish and Game, the value of the seine catch is about one tenth the norm. Gillnet landing values are at only one quarter of the ten-year average.

Finally, on a somewhat related note, I recently sent an appeal letter (copy attached) to the Denali Commission regarding the organization's distressed community list. The letter asks the commission to reconsider Craig's non-distressed status. A number of the points I raised in the appeal letter are related to this year's poor commercial salmon catch.

The communities that have already passed resolutions or delivered letters regarding a disaster declaration hope that more SE communities will support the requested disaster status. The council should discuss its view of the salmon fishery this year, address the merits of whether the poor fishery constitutes a disaster and if so, what the council should do in response.

CITY AND BOROUGH OF WRANGELL

RESOLUTION NO. 08-20-1539

A RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA DECLARING AN ECONOMIC DISASTER IN THE CITY AND BOROUGH OF WRANGELL, ALASKA DUE TO COVID-19 AND POOR REGIONAL RETURNS OF ALL SALMON SPECIES

WHEREAS, Wrangell has two seafood processing plants which operate seasonally each year; and

WHEREAS, in January 2020 the City and Borough of Wrangell was notified by Trident Seafoods they would not be opening the Wrangell plant based on poor salmon return projections; and

WHEREAS, in response to federal and state disaster declarations, the City and Borough of Wrangell passed Ordinance No. 976 on March 17, 2020 declaring a COVID-19 Emergency in Wrangell; and

WHEREAS, on March 21, 2020 the President of the United States issued Disaster Declaration No. 16386, Disaster No. AK-00046, freeing up economic assistance through the Small Business Administration for businesses impacted by COVID-19; and

WHEREAS, numerous federal and state economic programs have been established for business assistance due to impacts from COVID-19; and

WHEREAS, the City and Borough of Wrangell has seven different grant programs for businesses and agencies to help mitigate the economic impacts of COVID-19; and

WHEREAS, the June 2020 Wrangell Business Climate and COVID-19 Impacts Survey revealed Wrangell business revenue was down 53% in 2020 through June, compared to the same period in 2019; and

WHEREAS, the June 2020 Wrangell Business Climate and COVID-19 Impacts Survey also revealed more than one-third (36%) of respondents said that they are at risk of closing permanently; and

WHEREAS, the June 2020 Wrangell Business Climate and COVID-19 Impacts Survey further revealed responding Wrangell employers have already laid off 28% of their total workforce due to the COVID-19 virus, and cancelled hiring an additional 124 workers. More than two-fifths of businesses (41%) expect to cut more staff; and

WHEREAS, the 2020 Southeast Jobs COVID Impacts Report, issued August 21, 2020 confirms Wrangell has a 10.8% unemployment rate as compared to 7.7% in 2019; and

WHEREAS, the 2020 Southeast Jobs COVID Impacts Report also outlines the regional change in Southeast Jobs from April to July 2020 compared to 2019 including a 50% drop in Transportation jobs; a 38% decline in Leisure and Hospitality jobs; and loss of 27% in Seafood Processing jobs; and an 11% reduction in Retail jobs; and

WHEREAS, Southeast Alaska, including Wrangell is enduring the complete cancellation of the summer cruise season, the impact of which to Wrangell is a loss of 21,000 visitors (based on 2019 numbers in the May 2020 Wrangell, Alaska Economic Conditions Report); and

WHEREAS, annual summer visitor spending in Wrangell exceeds \$5.16 million (based on 2018 numbers in the May 2020 Wrangell Alaska Economic Conditions Report) , including visitors arriving by cruise ship, ferry, yacht and air, all of which have seen catastrophic declines due to COVID-19; and

WHEREAS, though the fishing season has not yet concluded, reports from the Commercial Fishing Fleet indicate an abysmal year for salmon returns in the region, along with a significant drop in the prices paid to fishermen by processors; and

WHEREAS, the COVID-19 Pandemic and related economic impacts are expected to continue for the foreseeable future; and

WHEREAS, poor regional salmon returns suggest the fishing season could be worse than 2016 when a Presidential Disaster Declaration for the Pink Salmon fishery was issued.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF WRANGELL, ALASKA, THAT:

SECTION 1. An Economic Disaster is hereby declared in the City and Borough of Wrangell due to COVID-19 and Poor Regional Returns of All Salmon Species.

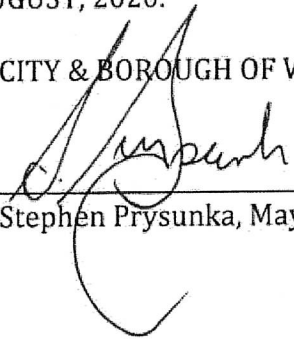
SECTION 2. The Assembly of the City and Borough of Wrangell, Alaska urges the State of Alaska and United States Secretary of Commerce to issue two Economic Disaster Declarations:

- A) 2020 Statewide Tourism Disaster resulting from the COVID-19 Pandemic;
- B) 2020 Southeast Alaska Salmon Fisheries Disaster resulting from poor returns and harvests of all salmon species.

SECTION 3. This resolution and Economic Disaster Declaration take effect immediately upon passage and approval.


PASSED AND APPROVED BY THE ASSEMBLY OF THE CITY & BOROUGH OF WRANGELL, ALASKA THIS 25th DAY OF AUGUST, 2020.

CITY & BOROUGH OF WRANGELL



Stephen Prysunka, Mayor

ATTEST:



Kim Lane, MMC, Borough Clerk



CITY AND BOROUGH OF SITKA

RESOLUTION NO. 2020-27

**DECLARING AN ECONOMIC DISASTER IN THE CITY AND BOROUGH OF SITKA
DUE TO COVID-19 AND POOR REGIONAL RETURNS OF ALL SALMON SPECIES**

WHEREAS, Sitka has five seafood processing plants which operate seasonally each year; and

WHEREAS, the Municipal Administrator of the City and Borough of Sitka on March 15, 2020 issued a Declaration of Disaster Emergency due to COVID-19 in Sitka; and

WHEREAS, on March 21, 2020 the President of the United States issued Disaster Declaration No. 16386, Disaster No. AK-00046, freeing up economic assistance through the Small Business Administrator for businesses impacted by COVID-19; and

WHEREAS, numerous federal and state economic programs have been established for business assistance due to impacts from COVID-19; and

WHEREAS, the City and Borough of Sitka has nine different grant programs for businesses and agencies to help mitigate the economic impacts of COVID-19; and

WHEREAS, the June 2020 Sitka Business Climate and COVID-19 Impacts Survey revealed Sitka business revenue was down 60% in 2020 through June, compared to the same period in 2019; and

WHEREAS, the June 2020 Sitka Business Climate and COVID-19 Impacts Survey also revealed that 22% of respondents said that they are at risk of closing permanently; and

WHEREAS, the 2020 Southeast Jobs COVID Impacts Report, issued August 21, 2020 confirms Sitka has an 8.9% unemployment rate as compared to 3.4% in 2019; and

WHEREAS, the 2020 Southeast Jobs COVID Impacts Report also outlines the regional change in Southeast jobs from April to July 2020 compared to 2019 including a 50% drop in Transportation jobs; a 38% decline in Leisure and Hospitality jobs; and loss of 27% in Seafood Processing jobs; and an 11% reduction in Retail jobs; and

WHEREAS, Southeast Alaska, including Sitka is enduring the complete cancellation of the summer cruise season, the impact of which Sitka is a loss of an estimated 210,400 cruise ship passengers with an estimated loss of \$74 million dollars to the local economy.

WHEREAS, Southeast Alaska, including Sitka is enduring the loss of independent tourists due to COVID 19, the impact of which Sitka is a loss of an estimated 46,185 independent visitors with an estimated additional loss of \$10 million dollars to the local economy.

WHEREAS, though the fishing season has not yet concluded, reports from the Commercial Fishing Fleet indicate an abysmal year for salmon returns in the region, along with a significant drop in the prices paid to fishermen by processors; and

WHEREAS, the COVID-19 Pandemic and related economic impacts are expected to continue for the foreseeable future; and

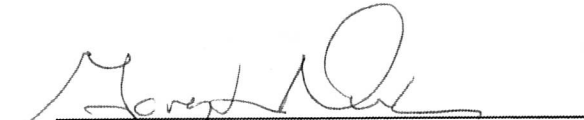
WHEREAS, poor regional salmon returns suggest the fishing season could be worse than 2016 when a Presidential Disaster Declaration for the Pink Salmon fishery was issued.

NOW, THEREFORE, BE IT RESOLVED by the Assembly of the City and Borough of Sitka, Alaska, that:

1. An Economic Disaster is hereby declared in the City and Borough of Sitka, due to COVID-19 and Poor Regional Returns of All Salmon Species.
2. The State of Alaska and United States Secretary of Commerce are hereby urged to issue two Economic Disaster Declarations:
 - a. 2020 Statewide Tourism Disaster resulting from the COVID-19 Pandemic; and
 - b. 2020 Southeast Alaska Salmon Fisheries Disaster resulting from poor returns and harvests of all salmon species.

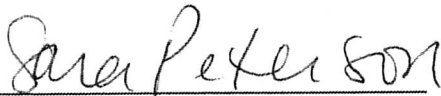
EFFECTIVE DATE AND DURATION. This resolution shall be effective immediately after its adoption.

PASSED, APPROVED AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska on this 22nd day of September 2020.



Gary L. Paxton, Mayor

ATTEST:



Sara Peterson, MMC
Municipal Clerk

1st and final reading 9/22/2020

Sponsor: Administrator



September 8, 2020

Julie Anderson, Commissioner
Department of Commerce, Community, and Economic Development
550 W. 7th Avenue, Suite 1535
Anchorage, Alaska 99501

Governor Dunleavy
Office of the Governor
P.O. Box 110001
Juneau, AK 99811-0001

Dear Commissioner Anderson and Governor Dunleavy,

The Petersburg Borough Assembly respectfully seeks the following actions:

1. Pursuant to AS 44.33.285, Commissioner Anderson reviews the facts described herein, (and any additional facts she may deem relevant) and recommend to the Governor that Southeast Alaska be declared an area "impacted by an economic disaster", i.e., an economic disaster based on fishery losses. (The legislature may then appropriate money for assistance grants).
2. The Governor request his Department of Fish and Game to gather data to date regarding prices, amount of salmon landings, value losses to Southeast Alaska salmon fishermen, provide the information, and update it immediately after the salmon season officially closes in October. The goal is to provide the Governor with the data necessary to immediately request a federal fishery disaster declaration for Southeast Alaska salmon from the Secretary of Commerce.
3. Request the Alaska Congressional Delegation to seek and support an appropriation from Congress in the annual Department of Commerce FY 21 budget bill (or another vehicle) for the looming Southeast salmon fishery disaster.
4. Request President Trump to direct Secretary Perdue to provide access to Alaska fishermen for relief from impacts of unfair trade tariffs and policies. Such relief was recently provided Maine Lobstermen. <https://www.whitehouse.gov/presidential-actions/memorandum-protecting-united-states-lobster-industry/>

Alaska fishermen have also been hurt by trade issues, as described below:

Southeast Salmon Returns and Negative Impacts to Date

As you are likely aware, salmon returns in Southeast are far below forecasts. Low returns, low prices, and unfair trade practices have all combined with the impacts of the pandemic to hammer all commercial fishing gear groups in the region. Commercial fishing is the dominate industry in our community and the negative impacts are substantial.

Ex-vessel value of the purse seine and drift gillnet salmon fisheries appear to be the lowest on record in Southeast since 1976. The 2019 southeast salmon harvest value was \$101.8 million, and the 2018 southeast salmon harvest value was \$133.6 million. Nearly all this value came from the purse seine and drift gillnet fisheries.

The 10-year average for southeast seine salmon value is \$73M and the drift gillnet fishery is \$27M. This year, with most of the season over, harvest values to date are \$8M and \$7M respectively. While final harvest data will not be available for several weeks, the preliminary data shows us the impact on fishermen and the community will be severe. Harvest values for this year do not include the troll fleet, which has also had a very poor season and adds to the severity of impacts.

Clearly, when a commercial seine boat's gross income this late in the season is less than a crew share from previous years, a fishery disaster exists. While we do not yet know the final financial impact on Petersburg and all Southeast fishermen, we know it will be devastating.

Timing of Federal Appropriations

Timing for federal appropriations is also critical for our local economy and the Southeast Alaskan fishermen. It took nearly four (4) years after the 2016 pink salmon disaster for relief funds to make it to fishermen, with checks distributed in 2020. If the process takes that long again, there may not be many fishermen left in the fleet.

Trade Issues

With regards to relief based on trade, there are two different issues:

- First, retaliatory tariffs imposed by China on Alaska seafood, including salmon. The average tax imposed by China on Alaska seafood is 38%. This has hurt our salmon sales and prices.
- Second, unfair trade practices imposed by Russia. Russia has exported nearly \$700 million in seafood to the U.S. while imposing a complete trade embargo on exports of seafood from the U.S. This has also hurt prices.

Borough Administration

PO Box 329, Petersburg, AK 99833 – Phone (907) 772-4425 Fax (907)772-3759

www.ci.petersburg.ak.us

Return to Top

Our community and fishermen are extremely thankful for the \$50 million in federal fishing disaster relief that was included in the CARES Act for Alaska. However, this amount will clearly be insufficient when one considers that \$50 million represents just a small fraction (1/8th) of the value of just one salmon species caught in 2019 to commercial fishermen alone. Sockeye salmon accounted for \$421 million in value to fishermen in 2019 as reported in the November 13, 2019, edition of the Alaska Journal. In 2018, Alaska's commercial fisheries had an estimated value of nearly \$1.8 billion dollars. Alaska represented 32% of \$5.6 billion in commercial fishing value nationwide according to NOAA's 2018 annual commercial fisheries report.

Our understanding is the \$50 million in CARES Act disaster relief funds will be spread across all species, in all parts of the state, to all commercial fishing groups, to charter fishermen, communities losing fish landing taxes, processors, and others without taking into account specific regions and gear groups that have suffered a disastrous 2020 season. With so many participants eligible to receive these funds, the \$50 million will be heavily diluted.

We ask for your support and help in all the above areas. Permit holders in the troll fleet, purse seine and drift gillnet salmon fisheries represent the engine that drives our local and regional economy. These small businesses combined with the processors and the support industries make our community one of the best places to live and prosper in Alaska. We need your help.

Respectfully,



Mark Jensen
Mayor

Cc: Senator Bert Stedman
Representative Jonathan Kreiss-Tomkins
Senator Lisa Murkowski
Senator Dan Sullivan
Congressman Don Young
Amy Daugherty, Executive Director, Alaska Trollers Association
Max Worhatch, Executive Director, United Southeast Alaska Gillnetters
Susan Doherty, Executive Director, Southeast Alaska Seiners Association
Megan O'Neil, Executive Director, Petersburg Vessel Owners Association
Frances Leach, Executive Director, United Fishermen of Alaska
Scott Kelley, Executive Administrator, United Fishermen of Alaska
Nils Andreassen, Executive Director, Alaska Municipal League
Robert Venables, Executive Director, Southeast Conference

Borough Administration

PO Box 329, Petersburg, AK 99833 – Phone (907) 772-4425 Fax (907)772-3759

Return to Top

www.ci.petersburg.ak.us

KETCHIKAN GATEWAY BOROUGH

RESOLUTION NO. 2872

A Resolution of the Assembly of the Ketchikan Gateway Borough, Requesting a Declaration of Economic Disaster Due to Historically Low Salmon Returns and Resultant Economic Losses to Fishing Industry

RECITALS

- A. WHEREAS**, United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19 on January 31, 2020, retroactively applicable to January 27, 2020; and
- B. WHEREAS**, on March 11, 2020, Alaska Governor Mike Dunleavy issued a declaration of public health disaster emergency in response to the anticipated outbreak of COVID-19 in Alaska, and in order to ensure that the public is educated about the public health risk; and
- C. WHEREAS**, the global spread of the virus, ultimately deemed a pandemic by the World Health Organization (WHO), led to the broad cancellation of the 2020 cruise ship season in Ketchikan, depriving the community the economic benefits of an anticipated 1.2 million cruise ship visitors; and
- D. WHEREAS**, the preliminary unemployment rate in Ketchikan for July 2020 is 12.7%, well above that of neighboring Southeast Alaska communities like Juneau, Sitka, Wrangell, and Petersburg, and even exceeding the statewide average by nearly 20%; and
- E. WHEREAS**, the fishing industry in Ketchikan represents a substantial portion of the private sector economy in Ketchikan, second only to the cruise industry; and
- F. WHEREAS**, according to Alaska Department of Fish and Game (ADFG) updated on September 11, 2020, the 2020 Southeast Alaska pink salmon harvest, forecasted at an already low 12 million fish, recently concluded with an estimated 5.6 million fish harvested, the lowest harvest level since 1976 and the 5th lowest since statehood; and
- G. WHEREAS**, preliminary 2020 data in the troll fishery indicates a total of 658,200 coho salmon landed since July 1, 2020, a catch total down 23% from 2019 and down 46% from the 5-year averages, and

- H. WHEREAS**, the region's overall common property purse seine harvest was poor with fewer than 1.5 million chum salmon harvested to date, the lowest harvest in 30 years, and the poor harvest caused hatchery operators to cease or limit common property and/or cost recovery harvests to obtain broodstock; and
- I. WHEREAS**, the worldwide markets for seafood have been greatly impacted by the pandemic, resulting in ex-vessel prices for all salmon species plummeting; and
- J. WHEREAS**, the combined effect of the cancelled cruise season as well as the consequences of a historically poor fishing season has left the Ketchikan Gateway Borough in a significantly damaged economic condition, and with a gravely difficult winter ahead due to it being a period of traditionally low economic activity; and
- K. WHEREAS**, in recognition of the economic hardship caused by COVID-19 virus, the United States Congress passed the CARES Act which appropriated \$2.2 trillion in economic stimulus money across the nation; and
- L. WHEREAS**, while such aid is helpful to offset a small portion of the impact of the lost cruise season in Ketchikan, it provides no aid in recognition of the historically low salmon landings during the 2020 season; and
- M. WHEREAS**, absent a declaration of economic disaster and economic aid to support the battered fishing industry, the industry in Ketchikan Gateway Borough and all of Southeast Alaska faces the risk of contraction through business failures; and
- N. WHEREAS**, with no end in sight for the economic impacts from COVID-19, it is all-the-more vital that steps be taken to protect the fishing industry in order to preserve this important part of the local economy.

NOW, THEREFORE, IN CONSIDERATION OF THE ABOVE FACTS, IT IS RESOLVED BY THE ASSEMBLY OF THE KETCHIKAN GATEWAY BOROUGH as follows:

Section 1. Declaration of Economic Disaster: The Assembly hereby declares an economic disaster due to fishery losses during the 2020 season.

Section 2. The Assembly recommends that the Commissioner of the Alaska Department of Community and Economic Development (DCCED) reviews the facts described herein and, pursuant to AS 44.33.285, recommend to the Governor that

Southeast Alaska be declared an area "impacted by an economic disaster", i.e., an economic disaster based on fishery losses.

Section 3. The Assembly requests Request the Alaska Congressional Delegation to seek and support an appropriation from Congress in the annual Department of Commerce FY 21 budget bill (or another legislative vehicle) for the 2020 Southeast Alaska salmon fishery disaster.

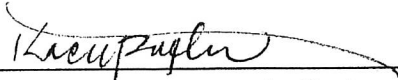
Section 4. Effective Date. This resolution shall be effective upon adoption.

ADOPTED this 21st day of September, 2020.



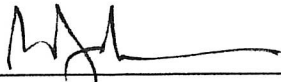
Rodney Dial, Borough Mayor

ATTEST:



Kacie Paxton, Borough Clerk

APPROVED AS TO FORM:



Glenn Brown, Borough Attorney

ALASKA STATE LEGISLATURE



Commissioner Doug Vincent-Lang
Alaska Department of Fish and Game
P.O. Box 115526
Juneau, AK 99811

September 29, 2020

Delivered Electronically

Dear Commissioner Vincent-Lang,

It has been more than five years since the State of Alaska, through the federal North Pacific Fishery Management Council, agreed to lower Pacific halibut bycatch caps in the face of a diminishing biomass. Despite efforts on both sides for five years, tying the management of halibut bycatch to the halibut abundance is still not a reality.

While the federal Council struggles with the abundance-based management issue, Alaska's small boat fleets and the coastal communities bear the short- and long-term impacts that high halibut bycatch creates.

Short-term impacts are felt every year when halibut fishermen in the Bering Sea lose a part of their annual allocation that is tied not to abundance but to a portion of the forecasted landings of bycatch.

Long-term impacts are felt by halibut fishermen beyond the Bering Sea, as all sizes (including sub-legals) are removed from the entire biomass forever. The loss of the juvenile halibut to future catches in Southcentral and Southeast Alaska represent more than a 1:1 loss to those fishing communities.

Managing the prohibited species bycatch of halibut without tying it to the abundance of the halibut stocks is a political decision. Managing bycatch using abundance indices for the stock as a whole is a sustainability decision.

Politically-based management decisions that impact a long-lived, wide ranging species such as Pacific halibut are indefensible. If the overarching goal is sustainability, abundance-based management is the only approach.

Tying halibut bycatch to abundance is especially important during low levels of abundance, a situation we have been in for the past eight years. The halibut population is particularly vulnerable to high caps that leave the gate open for lightning strikes, high-take levels that could mark a point of no return for several year classes of Pacific halibut.

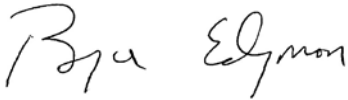
[Return to Top](#)

Abundance-based management (ABM) would bring immediate positive results to Alaska's rural coastal communities. ABM means coastal communities are more sustainable because they can rely on rigorous management. The revenue generated by Alaska's coastal communities mean the state's economy is more stable long-term. Alaska's economy is stronger and more diversified when coastal communities thrive. They cannot thrive with the uncertainty of high prohibited species catches looming over them each year.

Pacific halibut is important to Alaskans culturally, economically, and socially. Halibut, salmon and crab are Alaska's most iconic seafoods, ones upon which coastal communities rely, and sadly, ones they are losing access to.

The Bush Caucus, representing rural and coastal Alaska, encourages the State of Alaska to take the lead on this issue when it comes before the North Pacific Fishery Management Council this October. Your actions to reduce halibut bycatch caps to levels that are directly tied to abundance will ensure that all sectors share in conserving the resource.

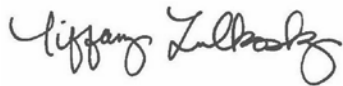
Sincerely,



Representative Bryce Edgmon



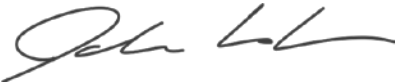
Representative Jonathan Kreiss-Tomkins



Representative Tiffany Zulkosky



Representative Dan Ortiz



Representative John Lincoln

CC:

Deputy Commissioner Rachel Baker, Alaska Department of Fish and Game

Karla Bush, Alaska Department of Fish and Game

Rachel Hanke, Alaska Department of Fish and Game

ALASKA LEGISLATURE



Governor Mike Dunleavy

State Capitol

Juneau, AK 99801

October 1, 2020

Dear Governor Dunleavy,

We represent various communities throughout Southeast Alaska. Many of our constituents rely heavily on the commercial fisheries industry for their economic well-being. We're writing to ask that you request a fisheries disaster determination from the US Secretary of Commerce for all eligible species of salmon in Southeast Alaska.

The 2020 fishing season has not yet concluded. However, reports from the Southeast commercial fishing fleets indicate a dismal year for salmon returns in the region. There has also been a significant drop in the prices fishermen get from processors. This — paired with reduced economic opportunity caused by COVID-19 — has led many of our communities to request declarations of economic disaster from the state.

We are confident that with the conclusion of the season the Department of Fish & Game's evaluation of Southeast salmon fisheries will bear out the distressing accounts we have heard from our constituents. We encourage you to petition the Secretary as soon as ADF&G is able to provide you the data and analysis to substantiate the request.

A disaster declaration will start the process to allow the hardworking fishermen in our districts to get federal disaster aid. This help is vital to our communities and Alaska's economy.

Sincerely,

A handwritten signature in black ink, appearing to read "JKT".

Representative Jonathan Kreiss-Tomkins

[Return to Top](#)



Rep. Dan Ortiz



Rep. Sara Hannan



Rep. Andi Story



Senator Jesse Kiehl

CC:

Julie Anderson, Commissioner of Commerce, Community, & Economic Development

Major General Torrence Saxe, Commissioner & Adjutant General, Department of Military and Veterans Affairs

Doug Vincent-Lang, Commissioner of Fish and Game

Miles Baker, Legislative Director, Office of the Governor

Glenn Hoskinson, Legislative Liaison, Department of Commerce, Community, & Economic Development

[Return to Top](#)



September 25, 2020

Mr. Chad Stovall, Director of Programs
Denali Commission
510 L Street, Suite 410
Anchorage, AK 99501

Dear Mr. Stovall:

The Craig City School District recently applied for funding from the Denali Commission's biomass Heating Design and Construction program. The City of Craig is pleased to hear that the application was selected for award. Our thanks to the commission for its efforts to promote biomass energy in Alaska.

Based on the commission's 2020 distressed community report, the City of Craig is designated as a non-distressed community. The city submits this appeal to the designation.

As you well know, 2020 has been a tumultuous year. The COVID-19 pandemic has utterly changed our long-established practices and management measures, economic activity has slowed significantly in many communities, and a poor return of all species of salmon to many regions of the state has resulted in commercial and charter fishing sectors experiencing their worst year in decades. This confluence of factors has distressed many community in our state.

I. Fisheries

Losses in the commercial fishing sector are stark. According to Alaska Department of Fish and Game staff:^{1,2}

- Southeast drift gillnet and purse seine fisheries landed "all time lows" in salmon harvested.
- Salmon prices are at unusually low levels.
- Pink salmon catch appears to be the lowest since 1976.
- Chum salmon catches appear to be at a 30-year low.
- The ten-year average for purse seine ex-vessel value is approximately \$73.5 million; the estimated value for 2020 is about \$8 million.
- The ten-year average for gillnet ex-vessel value is about \$27.4 million; the estimated value for 2020 is \$7 million.
- Catch values for these gear groups is between one-ninth and one-quarter of the ten year average.
- The 2016 fishing season, already officially declared a disaster, saw more than twice as many pink salmon caught as were landed in 2020. The impact of low chum harvest (the weakest since 1979) is particularly challenging for Southeast Alaska due to the importance of the species to regional fisheries.

¹ KFSK Radio: "Petersburg to send salmon disaster declaration request", quoting ADF&G staff. (kfsk.org)

² McDowell Group/ASMI: 2020 Weekly Alaska Salmon Harvest Update #14

II. Business Sector

According to the Southeast Alaska Business Climate and COVID-19 Impacts Survey 2020 document³, Prince of Wales Island businesses are enduring distressing trends.

- More than one third of POW businesses characterized the business climate in June as “Very Poor”.
- POW businesses estimate revenue declines at 52% due to COVID-19.
- In Craig, room accommodation tax receipts for the April-June quarter declined from the same quarter in the prior year by 90%.
- The non-seasonally adjusted unemployment rate for the POW Census Area in July reached 13.4%.⁴

The commission’s surrogate standard method to determine distressed status includes three criteria. Two of those criteria include wage and earnings variables – including earnings from the heavily impacted fisheries sector—that are undoubtedly much lower as a result of this year’s social and economic dynamics.

The commission’s distressed communities metrics are reasonable measures of a community’s economic status. However, in light of this year’s unprecedented conjunction of public health emergency, and a historically poor year for a commercial fishing industry that is the leading economic sector for Craig and many other communities, the City of Craig asks the commission to find that Craig and similarly situated communities are indeed distressed for the purposes of implementing the commission’s programs.

Sincerely,



Jon Bolling
City Administrator

³ <http://www.seconference.org/sites/default/files/Southeast%20Alaska%20Business%20Climate%202020%20final.pdf>

⁴ AKDOL Unemployment Rates, Alaska and U.S. Data Sheet 20-33. Data not seasonally adjusted.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 1, 2020
RE: Medevac Membership Program Response

In August the city solicited proposals from air medevac services to provide memberships to Craig residents, memberships that the city would finance through CARES funding. Only one medevac flight service, Guardian Flight Alaska, responded to the solicitation. The company offers memberships for all Craig residents for \$100 per household, if the city makes a lump sum \$47,000 payment to Guardian. There are approximately 470 occupied households in Craig. The company's standard membership fee is \$125 per household. The company's proposal is attached.

Under Guardian's proposal, there would be little up front paperwork. Guardian would simply count as a member any Craig resident (with a physical address in the Craig city limits) that required medical transport in the coming twelve months. The membership benefits apply regardless of whether the patient has third party insurance.

The proposal has its appeal. The memberships do not require Craig residents to fill out any paperwork. Qualification for the service is city-wide so no individual statement of impact is needed. Awarding Guardian's proposal is option 1.

My hesitation as to the proposal is that we have no idea how many households desire the service, or already have a membership with Guardian or another medevac service. I had hoped that all three known services would respond to the city's solicitation, giving Craig residents their choice of medevac providers, and providing the opportunity for residents to sign up for membership, at which point the city could pay the medevac providers directly.

That option, called option 2, is still available to the council. The city could offer memberships for city households, and pay the retail rate for a medevac provider membership of the household's choosing. This method requires more administrative time to implement, but also is based on an overt request for coverage, which demonstrates a desire for the membership with a specified provider. The cost is unlikely to exceed \$47,000 given that other provider memberships are available at lower cost, and not every household in Craig will request a membership.

A third option is to decline to offer the membership benefit in favor of funding another of the city's CARES Act programs.

Recommendation

That the city council direct staff to implement one of the three options above regarding air medevac provider memberships.



Plan Code: _____

**AirMedCare Network Municipal Site Membership
For City of Craig**

Organization: City of Craig, Alaska
Physical Address: 504 3rd Street
Craig, Alaska, 99921
Mailing Address: PO Box 725, Craig, Alaska, 99921
Contact: Jon Bolling
Phone: 907-826-3278
Email: administrator@craigak.com

Membership Sales Manager/Base: Riley Little

Covered Individuals and Transports:

Any individual whom resides within the boundaries of the City of Craig when transported for medical necessity by Guardian Flight (or any AirMedCare Network Provider) will be covered under the standard terms and conditions for an AirMedCare Network membership (attached).

Fees:

City of Craig will pay to AirMedCare Network a total of \$47,000 annual.

Duration:

This agreement will be effective upon AirMedCare Network’s receipt of (a) this agreement signed by the participating Organization AND (b) payment for the amount as provided above. This agreement will be effective for one (1) year, and will be evaluated by both parties for renewal at least thirty (30) days prior to the end of the one (1) year term.





A Global Medical Response Solution



MEMBERSHIP BENEFITS PROPOSAL

[Return to Top](#)

INTRODUCTION

On behalf of AirMedCare Network (AMCN), thank you for the opportunity to provide this membership benefit proposal for your residents.

With operations in over 320 locations throughout 38 states, our air ambulances can provide medical transport that dramatically reduces travel time to an emergency treatment facility.

AMCN understands your primary goal is to ensure your residents receive the highest level of care in their time of need. AMCN providers consist of highly skilled nurses, medics and pilots ready 365 days a year. Your AirMedCare Network provider in Alaska is Guardian Flight. Guardian Flight has the most aircraft and crews in Southeast Alaska along with being the closest provider in Sitka and Ketchikan.

Highlights include:

- The largest emergency air medical membership program in the U.S.
- Household membership plan covers all members under the defined residential roof
- Guardian Flight Alaska currently holds the South East Alaska Regional Health Consortium (SEARHC) air medical transport contract.
- Guardian Flight Alaska is the provider of choice for Peace Health Ketchikan Medical Center.

Thank you for your consideration. We are confident AirMedCare Network can provide the financial peace of mind your residents deserve. We welcome any questions and look forward to further discussions.

Thank you,
Riley Little
Membership Sales Manager

[Return to Top](#)



320

LOCATIONS

38

STATES

3 MILLION

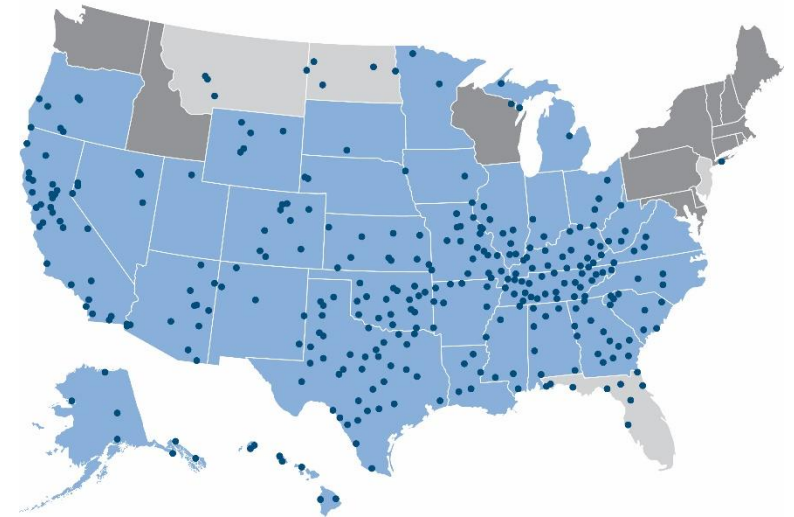
NETWORK MEMBERS

ABOUT AIRMEDCARE NETWORK

AirMedCare Network (AMCN) is an alliance among Air Evac Lifeteam, Guardian Flight, Med-Trans Corporation, and REACH Air Medical Services, creating America's largest air ambulance membership network with 150 years of combined experience. Membership with AMCN eliminates out-of-pocket (OOP) costs for your employees and all those independently covered under AMCN.

AMCN benefits include:

- No out-of-pocket expenses associated with flight when flown by a participating AMCN provider, even if a claim is denied by insurance.
- Membership extends to the entire household. Full-time undergraduate college students can be covered under their parents' membership if their primary residence is still with the parents.
- No limits to the number of transports a member may take each year.



AMCN PARTICIPATING PROVIDERS INCLUDE: Air Evac Lifeteam | Guardian Flight | Med-Trans Corporation | REACH Air Medical Services | AeroCare | Air Link | AirLink CCT | AirMed 1 | Air Reach | AirMed Response | AnMed LifeFlight | AriZona Lifeline | Cal-Ore Life Flight | CALSTAR | Cape Fear LifeLIN | Air | CareConnect | C.A.R.E. Flight | Carilion Clinic Life-Guard | Childrens Hospital Colorado | Eagle Air Med | EagleMed First Flight | FlightCare | Gallup Med Flight | GHS Med-Trans | Hawaii Life Flight | Life Force | Lifeguard | LIFESTAR | Life Star Of | ansas | McAlester Regional AirCare | Med Evac | Meducare Air | Methodist AirCare | Midwest AeroCare | Mississippi Air Rescue | MountainStar AirCare | Novant Health Med Flight | Regional One | Sierra Lifeflight | South Carolina AirCare | Sunrise Air Ambulance | Trauma One | UHealth LifeLine | University Of Missouri Health Care | Valley Med Flight | Wings Air Rescue



[Return to Top](#)

Partnership Details

Covered Individuals and Transports:

A full Municipal Site Membership will cover any individual that resides in the City of Craig when transported for medical necessity by Guardian Flight Alaska, or any other AMCN provider across our 38 states, under the standard terms and conditions of membership (included on page).

Fees:

The membership rate will be set at \$100 per household. The total plan cost based off City of Craig household count will be \$47,000 annually.

Member Notifications

If you choose to provide your residents with an AMCN membership, we will work directly with you to distribute new member welcome packets to all residents. This process will ensure all residents are familiar with the benefits of membership and the terms and conditions. Our new member welcome packets also include member cards and stickers.

ALASKA SERVICE AREA MAP



[Return to Top](#)



Plan Code: 00000

**AirMedCare Network Municipal Site Membership
For City of Craig**

Organization: (Company Name)
Physical Address: (Street)
(City, State, Zip)
Mailing Address: (City, State, Zip)
Contact: (Name)
Phone: (Phone Number)
Email: (Email)
County: (County)

Membership Sales Manager/Base: (Name/Base)

Covered Individuals and Transports:

Any individual whom resides within the boundaries of the City of Craig when transported for medical necessity by Guardian Flight (or any AirMedCare Network Provider) will be covered under the standard terms and conditions for an AirMedCare Network membership (attached).

Fees:

City of Craig will pay to AirMedCare Network a total of \$47,000 annual.

Duration:

This agreement will be effective upon AirMedCare Network's receipt of (a) this agreement signed by the participating Organization AND (b) payment for the amount as provided above. This agreement will be effective for one (1) year, and will be evaluated by both parties for renewal at least thirty (30) days prior to the end of the one (1) year term.

[Return to Top](#)

Page 1 of 3



Initial _____

Terms and Conditions (Alaska)

AirMedCare Network is an alliance of affiliated air ambulance providers* (each a "Company"). Guardian Flight LLC is the AirMedCare Network provider in Alaska. An AirMedCare Network membership automatically enrolls you as a member in each Company's membership program. Membership ensures the patient will have no out-of-pocket flight expenses if flown by a Company by providing prepaid protection against a Company's air ambulance costs that are not covered by a member's insurance or other benefits or third party responsibility, subject to the following terms and conditions:

1. Patient transport will be to the closest appropriate medical facility for medical conditions that are deemed by AMCN Provider attending medical professionals to be life- or limb-threatening, or that could lead to permanent disability, and which require emergency air ambulance transport. A patient's medical condition, not membership status, will dictate whether or not air transportation is appropriate and required. Under all circumstances, an AMCN Provider retains the sole right and responsibility to determine whether or not a patient is flown.
2. AMCN Provider air ambulance services may not be available when requested due to factors beyond its control, such as use of the appropriate aircraft by another patient or other circumstances governed by operational requirements or restrictions including, but not limited to, equipment manufacturer limitations, governmental regulations, maintenance requirements, patient condition, age or size, or weather conditions. FAA restrictions prohibit most AMCN Provider aircraft from flying in inclement weather conditions. The primary determinant of whether to accept a flight is always the safety of the patient and medical flight crews. Emergent ground ambulance transport of a member by an AMCN Provider will be covered under the same terms and conditions.
3. Members who have insurance or other benefits, or third party responsibility claims, that cover the cost of ambulance services are financially liable for the cost of AMCN Provider services up to the limit of any such available coverage. In return for payment of the membership fee, the AMCN Provider will consider its air ambulance costs that are not covered by any insurance, benefits or third party responsibility available to the member to have been fully prepaid. The AMCN Provider reserves the right to bill directly any appropriate insurance, benefits provider or third party for services rendered, and members authorize their insurers, benefits providers and responsible third parties to pay any covered amounts directly to the AMCN Provider. Members agree to remit to the AMCN Provider any payment received from insurance or benefit providers or any third party for air medical services provided by the AMCN Provider, not to exceed regular charges. Neither the Company nor AirMedCare Network is an insurance company. In Alaska only, under 3 AAC 31.640(c)(1), this Agreement is considered to be an insurance contract. In all other states, membership is not an insurance policy and cannot be considered as a secondary insurance coverage or a supplement to any insurance coverage. **Neither the Company nor AirMedCare Network will be responsible for payment for services provided by another ambulance service.**
4. Membership starts 15 days after the Company receives a complete application with full payment; however, the waiting period will be waived for unforeseen events occurring during such time and, in Alaska, the waiting period will be waived for all members so individuals may become members at the time of transport. Members must be natural persons. Memberships are non-refundable and non-transferable. In Alaska, (a) there is no waiting period for membership renewal, (b) a 30 day grace period for payment will be applied to all renewals, (c) a membership application may be withdrawn or canceled by the applicant within the first 15 calendar days of the date on the New Member Welcome letter that is provided to all new members and all membership fees will be refunded and (d) the effective date of an agreement with a member is the date a complete application and payment is received by a Company.
5. Some state laws prohibit Medicaid beneficiaries from being offered membership or being accepted into membership programs. By applying, members certify to the Company that they are not Medicaid beneficiaries.
6. These terms and conditions supersede all previous terms and conditions between a member and the Company or AirMedCare Network, including any other writings, or verbal representations, relating to the terms and conditions of membership.

*Air Evac EMS, Inc. / Guardian Flight LLC / Med-Trans Corporation / REACH Air Medical Services, LLC -- These terms and conditions apply to all AirMedCare Network participating provider membership programs, regardless of which participating provider transports you.

[Return to Top](#)

Initial _____



Agreed to by:

Signature

Printed Name

Title

Organization Name

Date

Signature

Keith Hovey
Printed Name

Vice President
Title

Membership
Division

Date

SAMPLE

[Return to Top](#)

Initial _____





[Return to Top](#)

Riley Little
Membership Sales Manager
Riley.Little@gmr.net ☎907.602.8012

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 2, 2020
RE: Consider sponsorship of Craig Seaplane Base

The City of Craig owns and operates the Craig seaplane base. The base includes the float, ramp, terminal building (formally named the Frederic G. Hamilton building), and parking area. The city took ownership of the property from the State of Alaska in 2003. As part of the transaction, the city agreed to comply with certain operational requirements imposed by the Federal Aviation Administration (FAA) funding used to build the facility, and the State of Alaska made a payment to the city to fund certain renovations to the terminal building.

All was well for the seventeen years that followed. When Congress passed the CARES Act in response to the COVID-19 pandemic, a portion of the act included funding for airport facilities around the country. The Craig seaplane base was determined to be eligible for \$20,000.

After reading that the Craig seaplane base earmark, I contacted the Alaska Department of Transportation and Public Facilities. After some follow up, FAA officials stated that in their eyes the Craig base was still the responsibility of the State of Alaska; apparently some sort of official notification of transfer of the base from Alaska DOT to the city was never reported to FAA. The entity responsible for an airport facility is, in FAA parlance, a “sponsor”. Thus, FAA recognizes Alaska DOT as the sponsor of the Craig seaplane base. As you might guess, Alaska DOT proposes that the City of Craig assume the role of sponsor, due to our long-running ownership and operation of the seaplane facility. I agree.

The facility is currently eligible for funding from the National Plan of Integrated Airport Systems (NPIAS) program. One reason the local base is eligible is because it has a sponsor. If the city does not assume sponsorship from DOT, our facility will lose its NPIAS eligibility. The NPIAS has not resulted in any project funding for the Craig base since the city took ownership in 2003. However I see no merit in losing the eligibility for funding from the program because the base lacks a sponsor. The city is already fully responsible for the seaplane facility. Assuming sponsorship will add marginal administrative load to staff, but not beyond our capacity. If the council directs staff to assume sponsorship, staff may return to the council with a resolution approving the new sponsorship status.

A copy of a recent letter from Alaska DOT regarding sponsorship is attached.

Recommendation

Authorize staff to prepare documents for the city to assume FAA sponsorship of the Craig seaplane base.



September 3, 2020

Via Email Only

Jon Bolling, City Administrator
City of Craig
PO Box 725
Craig, Alaska 99921

Dear Mr. Bolling:

The Alaska Department of Transportation and Public Facilities (DOT&PF) transferred ownership of the Craig Seaplane Base to the City of Craig on October 28, 2004. However, the Federal Aviation Administration (FAA) advised the DOT&PF recently that being the new owner does not automatically qualify the City of Craig to be an airport sponsor able to receive FAA funding.

FAA has a process the City of Craig must complete to be an eligible sponsor of the seaplane facility and to potentially receive FAA grants for this facility. FAA Order 5100.38D (2-7, Table 2-8; attached), the criteria for public agency eligibility, defines the sponsor evaluation process. The FAA's Airport Transfer Analysis guidance document (also attached) summarizes FAA's review of the transfer for compliance with Grant Assurances. Please review these documents carefully.

The DOT&PF believes the City of Craig's Seaplane Base (CGA) would be eligible for FAA grants in the future should the City elect to pursue that funding. If you would like to complete the sponsor transfer process, please review the sponsor qualification information and contact Paul Khera, Aviation Planner with DOT&PF, to discuss the next steps. An additional consideration to note is that the FAA granted \$20,000 in CARES ACT funds, allocated specifically for the Craig Seaplane Base, to the State of Alaska. DOT&PF can transfer these funds to the City upon a change in sponsorship.

If you do not wish to pursue the sponsor transfer process, or believe you cannot meet the sponsor qualification requirements, then DOT&PF recommends removing this facility from the National Plan of Integrated Airport Systems (NPIAS). Please note that removing a facility from the NPIAS will make it ineligible for federal funding through the Airport Improvement Program. It is very unlikely your facility would meet the essential airport attributes required for inclusion in the NPIAS in the future.

We request your response to this letter by September 30, 2020. Please contact Paul Khera at paul.khera@alaska.gov or (907) 465-4445 if you have any questions.

Sincerely,



D. Lance Mearig, P.E.
Regional Director

Attachments: FAA Order 5100.38D (2-7, Table 2-8)
FAA Airport Transfer Analysis
2004 Commissioner's Quit Claim Deed (2004-004429-0)

Copy to: Pat Carroll, Deputy Director – Southcoast Region, DOT&PF
Molly Fierro, Compliance Program Manager – FAA
Marie Heidemann, Chief – Juneau Field Office Planning, DOT&PF
Paul Khera, Aviation Planner – Juneau Field Office Planning, DOT&PF
Troy LaRue, C.M., Division Operations Manager – Statewide Aviation, DOT&PF
Marcus Zimmerman, Maintenance Specialist – Southcoast Region, DOT&PF

[Return to Top](#)

2-7. Sponsor Qualification Criteria.

For an ADO to issue a grant, the FAA must first determine that the sponsor is able to assume the responsibilities defined in the grant. Details of this requirement are outlined in 49 USC § 47105, § 47106 and § 47107. The general sponsorship criteria are different for public agencies and private entities. The criteria for public agencies are listed in Table 2-8 and for private entities are listed in Table 2-9. Additional criteria, requirements, and considerations that apply to specific sponsorship situations are listed in Table 2-10. These requirements do not apply to federal agency sponsors of an FAA designated safety critical airport eligible under 49 USC § 47118(h).

Table 2-8 Legal and Financial Requirements for Public Agencies

The criteria are...
<p>a. Per 49 USC § 47105(b)(2), a sponsor must be proposing a project for a public-use airport included in the current National Plan of Integrated Airport Systems (NPIAS).</p>
<p>b. Per 49 USC § 47106(a)(3), a sponsor must be financially able to assume and carry out the sponsor's duties in the AIP project application and grant agreements. This includes being able to finance the sponsor share of grants. Per FAA policy, if a public sponsor has an open grant from a federal agency that requires compliance with OMB Circulars A-87, Cost Principles for State, Local, and Indian Tribal Governments (2 CFR 200 Subpart E, Cost Principles), and A-102, Grants and Cooperative Agreements with State and Local Governments(2 CFR § 200.416 and §200.417), this requirement is met. Otherwise, the ADO must work with ACO-100 to make this determination.</p>
<p>c. Per 49 USC § 47106(b)(1), the sponsor, another public agency, or the federal government must have good title to the areas of the airport used or intended to be used for the landing, taking off, or surface maneuvering of aircraft. Per FAA policy, if the good title requirement is not met prior to the grant being issued, the acquisition of good title must be in process. Also per FAA policy, the sponsor can meet this good title requirement by leasing from another public agency that holds good title, provided that the duration of the lease is at least as long as the useful life of the project. (A lease from a private entity does not provide good title.)</p>
<p>d. Per 49 USC § 47106(a)(5), a sponsor must legally have the authority to act as a sponsor.</p> <p>The sponsor must not be encumbered by any existing agreements that would prevent it from acting as a sponsor. Legal authority to be a public sponsor comes from its state authorizing legislation, also called state enabling legislation. The authorizing legislation must clearly provide the sponsor the authority to carry out the obligations and responsibilities of sponsorship. Per FAA policy, the sponsor must provide a copy of the state authorizing legislation to the ADO prior to the sponsor applying for its first grant. Per FAA policy, the ADO has the option to require an opinion from the sponsor's attorney regarding whether the sponsor has the legal authority to act as a sponsor.</p>
<p>e. Per 49 USC § 47106(d), if a sponsor has previously received a grant, the sponsor must be in compliance with its current grant obligations. ACO-100 maintains a list of the sponsors that are not in compliance.</p>
<p>f. Per 49 USC § 47107(d), the sponsor must be able to maintain and operate the airport as a public-use airport to FAA standards.</p>

Table 2-8 Legal and Financial Requirements for Public Agencies

The criteria are...
<p>g. Per 2 CFR part 180, OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), a sponsor must not be suspended or debarred by the federal government.</p>

Table 2-9 Legal and Financial Requirements for Private Entities

The criteria are...
<p>a. Per 49 USC § 47105(b)(2), a sponsor must be proposing a project for a public-use airport included in the current National Plan of Integrated Airport Systems (NPIAS).</p>
<p>b. Per 49 USC § 47102(26), the sponsor must be the private owner of a public-use airport. 49 USC § 47102(22)(B) defines a privately-owned airport as a public use airport if it is used or intended to be used for public purposes and:</p> <p>(1) Is a reliever airport. The FAA defines which airports are privately-owned reliever airports in the current version of FAA Order 5090.3, Field Formulation of the National Plan of Integrated Airport Systems (NPIAS).</p> <p>(2) The airport has at least 2,500 passenger boardings each year and receives scheduled passenger aircraft service.</p>
<p>c. Per 49 USC § 47106(b), the sponsor must have good title to the airport property. Per FAA policy, if the good title requirement is not met prior to the grant being issued, the acquisition of good title must be in process. Also per FAA policy, the sponsor can meet this good title requirement by leasing from a public agency that holds good title, provided that the duration of the lease is at least as long as the useful life of the project.</p>
<p>d. Per 49 USC § 47107(d), the sponsor must be able to maintain and operate the airport as a public-use airport to FAA standards.</p>
<p>e. Per 49 USC § 47106(a)(3), a sponsor must be financially able to assume and carry out the sponsor's duties in the AIP project application and grant agreements.</p> <p>If a private sponsor can provide documentation that a certified public accounting firm has determined they are financially able to assume and carry out the sponsor duties, this requirement has been met. The certified public accounting firm must have reviewed the sponsor's financial documentation and affirmed the sponsor has sufficient funds on hand, or a combination of funds and agreements with airport tenants, that will provide adequate income to finance the sponsor share and costs of operating/maintaining the airport for at least 10 years in the future. Otherwise, the ADO must have obtained concurrence from ACO-100 to proceed.</p>
<p>f. Per 49 USC § 47106, a sponsor must legally have the authority to act as a sponsor.</p> <p>The sponsor must not be encumbered by any existing agreements that would prevent it from acting as a sponsor. The ADO may require an opinion of the sponsor's attorney of its legal authority to act as a sponsor and carry out its responsibilities under the grant agreement.</p>

Table 2-8 Legal and Financial Requirements for Public Agencies

The criteria are...
<p>g. Per 49 USC § 47106(d), if a sponsor has previously received a grant, the sponsor must be in compliance with its current grant obligations. ACO-100 maintains a list of the sponsors that are not in compliance.</p>
<p>h. Per 2 CFR part 180, OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), a sponsor must not be suspended or debarred by the federal government.</p>

Table 2-10 Additional Criteria, Requirements, and Considerations for Specific Sponsorship Situations

For the following sponsorship situation...	The additional criteria, requirements, and considerations apply...
<p>a. A state acting as a sponsor for one or more specific airports (<i>Note: When a state is acting as a sponsor for more than one airport within the state, this is often referred to as a various locations grant.</i>)</p>	<p>(1) 49 USC § 47105(a)(1)(B) allows state sponsorship of development and planning projects for one or more airports provided:</p> <ul style="list-style-type: none"> (a) The sponsor of each airport consents in writing to the state sponsorship. (b) There is administrative merit and aeronautical benefit to the state sponsorship. Per FAA policy, the ADO makes this determination. (c) There is written documentation that the state will comply with the required grant conditions and assurances. Per FAA policy, the ADO makes this determination. <p>(2) 49 USC § 47102(27) defines a state as a state of the United States, the District of Columbia, Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Trust Territory of the Pacific Islands (Republic of the Marshall Islands, the Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, the Republic of Palau).</p> <p>(3) This sponsorship type is not the State Block Grant Program.</p> <p>(4) The state must provide the signed copy of an Agreement on State Sponsorship and Sponsor Obligations (see Appendix V) to the ADO with the grant application and the ADO must approve or disapprove any changes or addendum to the agreement.</p>
<p>b. A state approved by the FAA to be in the block grant program</p>	<p>(1) State block grant sponsorship is restricted to states selected for the State Block Grant Program as discussed in Section 2 of Chapter 6.</p> <p>(2) Under the State Block Grant Program, the state is the sponsor. The state then issues subgrants to the airports that are included in the program.</p>

Table 2-10 Additional Criteria, Requirements, and Considerations for Specific Sponsorship Situations

For the following sponsorship situation...	The additional criteria, requirements, and considerations apply...
<p>c. A public agency not owning or leasing a public-use airport</p>	<p>(1) During the acquisition or establishment of an airport, the regional division manager must have made two separate sponsor designations.</p> <p>(2) First, the regional division manager may designate a public agency as a sponsor for a planning grant to acquire or establish a public-use airport.</p> <p>(3) Second, if the regional division manager, ADO, and the sponsor decide to continue with the airport acquisition or establishment, the regional division manager must separately designate that the sponsor is legally and financially able to assume the responsibilities of a sponsor. This is because the Planning Agency Grant Assurances are less extensive than the Sponsor Grant Assurances.</p>
<p>d. A metropolitan planning agency or a state planning agency</p>	<p>(1) A planning agency sponsor must be authorized by the laws of the state (or states or political subdivisions concerned) to engage in area-wide planning for the areas in which the grant funding is to be used.</p> <p>(2) Typical state agencies that may qualify as a planning agency sponsor are planning offices, aeronautics commissions, and departments of transportation.</p> <p>(3) Typical metropolitan planning agencies include metropolitan planning organizations, councils of government, and regional planning commissions.</p>
<p>e. Entities acting as sponsor agents (including channeling act states)</p>	<p>(1) A public agency may act as an agent of the sponsor without being considered a co-sponsor. These agents are not true sponsors or co-sponsors, but they do play a role in the AIP grant process.</p> <p>(2) Channeling is the most common type of agent agreement. State channeling of federal airport grants occurs in various forms within numerous states. Normally, when an airport is in a channeling act state, the sponsor submits payment request information to the state, who then submits the request to the FAA. In this case, the FAA makes payments to the state, and the state then distributes the payment to the sponsor. In some cases the state may also provide technical oversight and review, which may include state submittal of grant applications and/or closeout requests. This is based on state enabling legislation, rather than federal law. In many cases, the state also signs the grant agreements. Channeling agreements based on state enabling legislation do not need approval from the ADO.</p> <p>(3) Except for channeling act agreements, other agent-sponsor agreements require prior ADO review and regional division manager approval in order to be valid. These agreements are rare and must include the terms, conditions, powers, responsibilities, and relationship of the agent to the sponsor. The agreement may be in the form of a resolution or ordinance, and a copy of the agreement, along with regional division manager's concurrence, must be kept on file in the ADO.</p>

Table 2-10 Additional Criteria, Requirements, and Considerations for Specific Sponsorship Situations

For the following sponsorship situation...	The additional criteria, requirements, and considerations apply...
<p>f. Two entities acting as co-sponsors</p>	<p>(1) Each of the public agencies must be an FAA-approved sponsor. Since the FAA makes each of these sponsorship determinations independently, an additional co-sponsorship determination is not required. The ADO agrees to the co-sponsorship by issuing the grant.</p> <p>(2) Both co-sponsors sign the grant agreement.</p> <p>(3) The FAA has determined that each of the public agencies must jointly and severally meet the requirements for being a sponsor for the specific grant. As a result, each of the co-sponsors is individually bound to the terms and conditions of the grant agreement.</p> <p>(4) Most co-sponsorship arrangements are for planning grants.</p> <p>(5) Channeling act states are not considered to be co-sponsors, they are sponsor agents even if they sign the grant agreement.</p> <p>(6) Any two or more public agencies may request to co-sponsor a project.</p>
<p>g. Sponsors for compatible land use <i>planning</i> or compatible land use <i>projects</i> per 49 USC § 47141</p>	<p>(1) The sponsor has authority to plan and adopt land use compatibility plans and control measures, including zoning, in the planning area in and around the airport.</p> <p>(2) The sponsor and the airport must enter into a written agreement to prepare the compatible land use plan cooperatively.</p>
<p>h. Sponsors that are acquiring airport development rights from a privately-owned public-use airport under the pilot program in 49 USC § 47138(a)</p>	<p>(1) The additional sponsor requirements are contained in Chapter 6, Section 8, which covers the airport development rights pilot program.</p>

2-8. State Sponsorship Benefits.

One of the benefits of having a state act as a sponsor for more than one airport (like for various location grants) is that it may reduce ADO, state, or sponsor workload by combining multiple grants into one. It may also provide economies of scale through state sponsorship. For instance, equipment can be acquired in quantity at potentially lower unit cost, several small and similar construction projects can be accomplished or related airport master plans or airport layout plans can be prepared. Co-sponsorship of projects between the airport and the state remains an alternative to this procedure if the airport, the state and ADO believe this to be more efficient.

Airport Transfer Analysis

Summary of FAA's Review of Airport transfer for compliance with Grant Assurances.

FAA must make a determination on the eligibility of the sponsor. This review requires that the sponsor is legally, financially, and otherwise able to assume and carry out the certifications, representations, warranties, assurances, covenants and other obligations required of sponsors, which are contained in the AIP project application and grant agreements forms. The sponsor must also show that they have the authority to act as a sponsor. An opinion of the sponsor's attorney as to its legal authority to act as a sponsor and carry out its responsibilities under the grant agreement is required. Reference Order 5100.38A, para. 201.

Pertinent Grant Assurances

- The airport owner will give assurance satisfactory to the Secretary that good title will be acquired. **(Assurance 4. Good Title).**
- The review is intended to ensure that the new airport owner does not surrender by contract its capability to sufficiently control the airport in order to carry out its commitments to the Federal government. FAA is looking to identify any terms and conditions of the arrangement which could prevent the realization of the full benefits for which the airport was constructed, or which could develop into a restriction on the new owner's ability to meet its obligations to the Federal government. **(Assurance 5. Preserving Rights and Powers).**
- Any lease or agreement granting the right to serve the public on the premise of an airport so obligated should be subordinate to the authority of the owner to establish sufficient control over the operation to guarantee that patrons will be treated fairly. **(Assurance 5. Preserving Rights and Powers)**
- The airport owner is obligated to the Federal Government to ensure that the facilities of the airport are made available to the public on fair and reasonable terms without unjust discrimination. **(Assurance 22. Economic Discrimination).**
- The previous airport owner has not granted an exclusive right for the use of the airport. **Assurance 23. Exclusive Rights).**
- The review looks to ensure that the airport owner maintains a fee and rental structure for facilities and services that will make the airport as self sustaining as possible, in accordance with 49 U.S.C. Section 47107. **(Assurance 24. Fee and Rental Structure).**
- Disposition of airport revenue conforms to Federal policy **Assurance 25 Airport Revenue).** Use of Airport Revenue Policy 64 FR 7696, February 16, 1999.

Return to Top

Documents required to be submitted to FAA for review and approval:

- Public Agency's enabling legislation or act that gives it the authority to operate and own the airport(s).
- If operation and management of airport is conducted by another party, submit a copy of the executed or draft Operation and Management Agreement for the specific airport.
- Proof of Good Title including copy of executed deed and tract information.
- If new sponsor purchased airport from a previous FAA Sponsor an executed copy of the Assumption agreement including list of transferred grants.
- Applicant's attorney legal certification that the applicant meets the legal requirements to carry out the certifications, representations, warranties, assurances, covenants and other obligations required of sponsors which are contained in the AIP project applicant and grant agreement forms. Reference FAA Order 5100.38C, para 201b.
- Applicant's audited financial statements for the most recent fiscal year end. Reference FAA Order 5100.38C, para 201a.
- Exhibit A map, Airport Layout Plan and Land Inventory map identifying grant acquired land.
- Approval of other government agencies if applicable. As a general rule, the name of the approving agency and date of approval will be sufficient. However, when a state law requires channeling through a state aeronautics commission, the approval of that commission must be indicated by endorsement or by other means, which the commission may want to use. Per 5100.38C (paragraph 1090)
- Part 139 Application for Certificate, amendments to Airport Certification Manual (ACM)/Airport Certification Specifications (ACS) if applicable.
- Submission of compatible land use plan including zoning laws that restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. (optional)
- Airport Business Plan prepared by new sponsor. (optional)
- As necessary, any documentation required pursuant to the *National Environmental Policy Act of 1970* (42 U.S.C. 4321-4347) (NEPA), the Council of Environmental Quality Regulations for the implementation of NEPA (40 CFR 1500-1508), and applicable Department of Transportation and Federal Aviation Administration Orders implementing NEPA.
- Private airport transfers

Succession plan

Bankruptcy protection

Grants agreements recorded as liens on the property

Title search



State of Alaska

ALASKA DEPARTMENT OF TRANSPORTATION & PUBLIC FACILITIES COMMISSIONER'S QUITCLAIM DEED

THE GRANTOR; State of Alaska, Department of Transportation and Public Facilities, 6860 Glacier Highway, Juneau, Alaska, 99801-7999, hereinafter called DOT&PF, for and in consideration of good and other valuable consideration in hand paid, grants, conveys and quitclaims, as authorized by Alaska Statute 02.15.070, to the GRANTEE, the City of Craig whose address is P.O. Box 725, Craig, Alaska 99821, all rights, title and interests which it has, if any, in the following described real estate located in the State of Alaska, to wit:

That portion of Tract C, U.S. Survey Number 1430 consisting of 1,502 square feet and that portion of Tract C-T, Tide and Submerged Lands Subdivision of Alaska Tidelands Survey 212, consisting of 22,025 square feet, according to the plat recorded in Volume 1 of Plats at packet No. 155, Ketchikan Recording District, First Judicial District, State of Alaska. The property is shown as Parcel 2 on Attachment A.

This conveyance is subject to:

1. All valid and existing rights.
2. The terms and conditions found in the Transfer Agreement between DOT&PF and the City of Craig, approved by DOT&PF on August 20, 2004 and made a part of this deed as Exhibit A.

Dated this *28* day of October, 2004.

BY: 
Gary L. Paxton, Southeast Regional Director

ACKNOWLEDGMENT

STATE OF ALASKA)
) ss.
FIRST JUDICIAL DISTRICT)

BE IT REMEMBERED THAT on this 28 of October, 2004 before me, the undersigned, a notary public of the State of Alaska, personally appeared Gary L. Paxton, Southeast Regional Director of Transportation and Public Facilities, known to me to be the identical person who executed the foregoing instrument and he acknowledged to me that he executed the same for and on the behalf of the State of Alaska, Department of Transportation and Public Facilities, with full authority so to do, and for the uses and purposes therein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year above written.

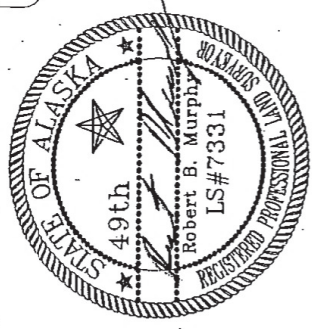


State of Alaska
Notary Public
HAROLD L. CLEEK
My Commission Expires 3-22-08

Wanda S. Cook
Notary Public

After Recording in the Ketchikan Recording District - Return to: State of Alaska, DOT&PF, ROW Property Manager, 6860 Glacier Highway, Juneau, Alaska 99801-7999

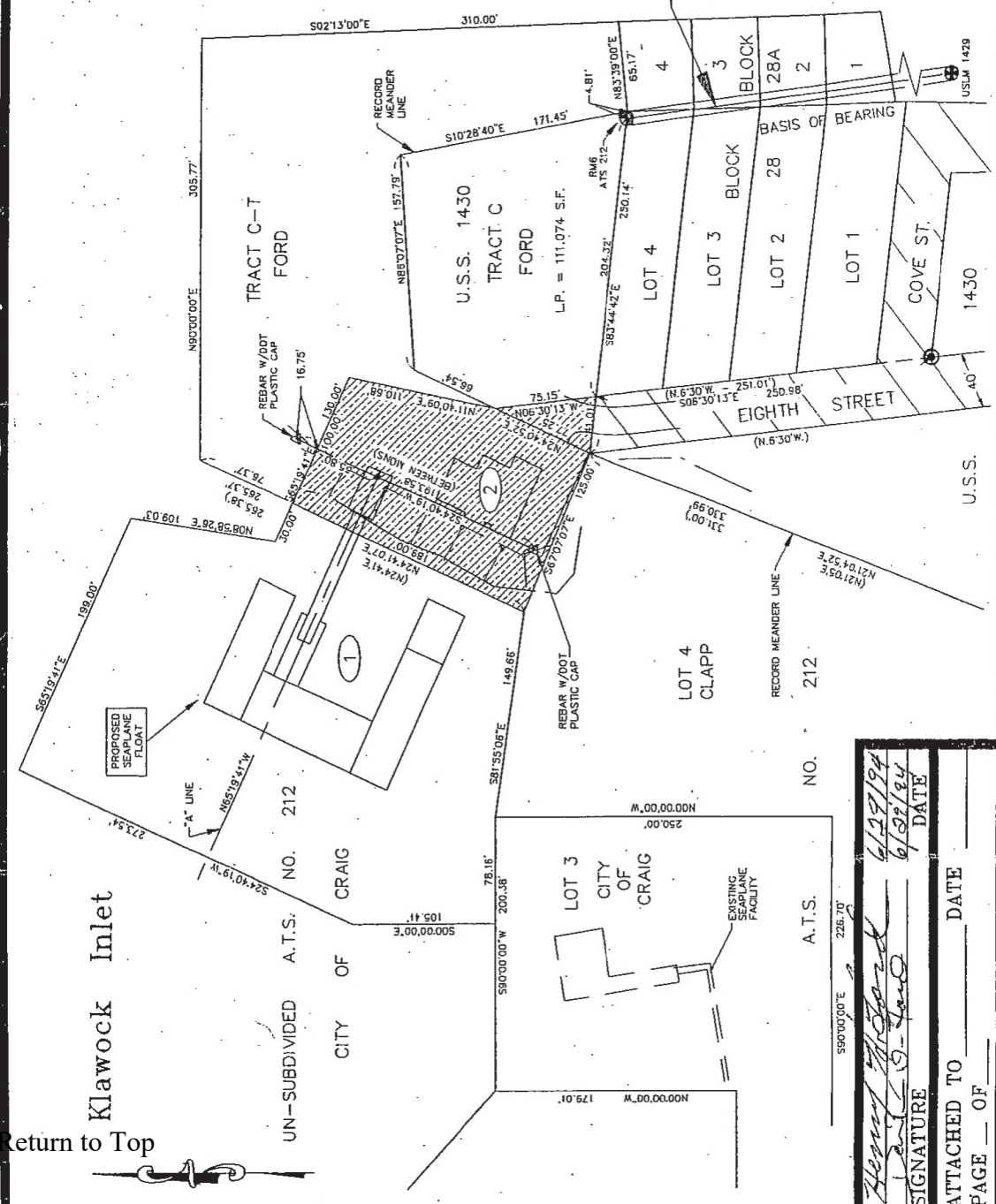




I HEREBY CERTIFY that I am properly Registered and Licensed to practice Land Surveying in the State of Alaska and that this plat was extracted from Right of Way Survey No. 30647 by me or under my direct supervision.
LS 7331 6.13.94
 Registered Surveyor Date

BASIS OF BEARING
 S. 7°49'23" E
 1231.38' (1231.40')

STATE OF ALASKA
 DEPARTMENT OF TRANSPORTATION
 &
 PUBLIC FACILITIES
 PLAT
 SHOWING RIGHT OF WAY REQUIRED FOR
 PROJECT No. AIP# 3-02-0071-01(69956)
 PARCEL No. 2 Southeast Region
 AREA: 23.527 Sq.Ft. Acres
 Scale: 1" = 100' Date 4/94 Drawn By RTB



NO. 212
 DATE 6/22/94
 SIGNATURE [Handwritten Signature]
 ATTACHED TO _____ DATE _____
 PAGE _____ OF _____

EXHIBIT A

TRANSFER AGREEMENT

This transfer agreement is made between the State of Alaska, Department of Transportation and Public Facilities ("the State") and the City of Craig, Alaska ("the Municipality"). The State and the Municipality enter into this agreement under the authority of AS 02.15.070.

WHEREAS, the State has constructed the Craig Seaplane Facility, which has been operated and maintained by the State since construction;

WHEREAS, the State holds an easement from the Municipality for the tide and submerged lands beneath the floats (Parcel E-1) and the State owns the land beneath the terminal(Parcel 2);

WHEREAS, the State desires to transfer the Craig Seaplane Facility to the Municipality;

WHEREAS, the Municipality desires to acquire ownership of the Craig Seaplane Facility from the State;

WHEREAS, it is in the interest of the State, the Municipality, and the public to transfer ownership of the Craig Seaplane Facility to the Municipality;

NOW THEREFORE, in consideration of the mutual promises in this agreement, the State and the Municipality agree to transfer ownership of the Craig Seaplane Facility from the State to the Municipality as follows:

1. Assumption of Airport Sponsorship: Prior to the transfer of the Craig Seaplane Facility, the Municipality and the State shall enter into an agreement and receive approval from the Federal Aviation Administration for the Municipality to assume the duties, obligations and conditions contained in Grant Agreement Nos. AIP 3-02-0071-0194, dated September 27, 1994, amended on February 13, 1995 and September 29, 1999, and AIP 3-02-0071-0295, dated February 15, 1995, amended on September 29, 1999.

2. Transfer of Real Property: The State shall convey by quitclaim deed, any and all interest which it has in the following described real estate:

That Portion of Tract "C", U.S. Survey Number 1430, consisting of 1,502 square feet and that portion of Tract C-T, Tide and Submerged Lands Subdivision of Alaska Tidelands Survey Number 212, consisting of 22,025 square feet, described as Parcel 2, as shown on Attachment A.

A portion of Alaska Tidelands Survey 212, described as Parcel E-1, containing 1.83 acres, as shown on Attachment B.

3. Transfer of Craig Seaplane Facility: The State shall transfer by bill of sale, any and all of its title, and interest in the Craig Seaplane Facility structures described below. The Municipality agrees to accept the interests that the State transfers. The interests in Craig Seaplane Facility are more particularly described as:

ANY and ALL personal property that the STATE owns or has interest in including, but not limited to docks, flotation devices, dolphins, ramp, walkway, terminal building and any and all other related personal property whatsoever associated with the Craig Seaplane



Facility, all within Alaska Tidelands Survey 212 and that portion of Tract "C" U.S. Survey Number 1430, located within Section 6, Township 74 South, Range 81 East, Copper River Meridian, as shown on Attachments A & B.

4. Warranties and Condition of Facilities: The State makes no warranties, express or implied, regarding the condition of the Craig Seaplane Facility or its suitability for continued public use. The State transfers the Craig Seaplane Facility "as is, where is." The Municipality has inspected the Craig Seaplane Facility and accepts the seaplane facility in its existing condition without any warranty from the State of the condition or suitability for continued public use.
5. No Subsequent Transfer: The Municipality agrees, covenants and warrants that it shall not transfer title to or control of the Craig Seaplane Facility without the prior written approval of the State. The Municipality further agrees, covenants and warrants that any transfer of title to or control of the Craig Seaplane Facility without the prior written approval of the State of will be void and of no effect.
6. Maintenance Funds: The State will provide \$71,874.00 to perform repairs and upgrades to the Craig Seaplane Facility. The State shall pay the funds to the Municipality in one lump sum immediately upon execution of the Transfer Agreement and Assumption Agreement.
7. Public Purpose: Upon conveyance of the State's interest, the Municipality shall operate and maintain the Craig Seaplane Facility for the use and benefit of the public. In the event the Municipality fails or ceases to administer, maintain, and operate the facility as a public facility, title to the Craig Seaplane Facility shall revert to the State of Alaska.
8. State Held Harmless: The Municipality agrees to indemnify, defend, and hold harmless the State and the State's officers, agents, and employees from and against any and all suits, causes of action, claims, damages, losses, and expenses whatsoever relating to the Municipality's ownership, management, operation, and maintenance of the Craig Seaplane Facility.
9. Public Notice: Prior to the transfer of the property, the State will publish a public notice once a week for two consecutive weeks, in a newspaper of general circulation, in the vicinity of the proposed transfer.

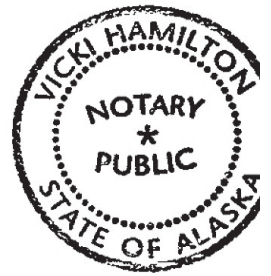


This agreement is effective on the date of the last signature by the parties:

[Signature]
Municipality Jon Bollinger
City Administrator

8/13/04
Date

State of Alaska
1st Judicial District



Subscribed and sworn to before me this 13th day of August, 2004.

L.S. Vicki Hamilton
Notary Public
My Commission expires: 8-12-04

[Signature]
Alaska Department of Transportation & Public Facilities

8/20/04
Date

State of Alaska
1st Judicial District

Subscribed and sworn to before me this 20th day of August, 2004.

L.S. Lynette R. Campbell
Notary Public
My Commission expires: 2/16/08





I HEREBY CERTIFY that I am properly Registered and Licensed to practice Land Surveying in the State of Alaska and that this plat was extracted from Right of Way Survey No. E-225C by me or under my direct supervision.

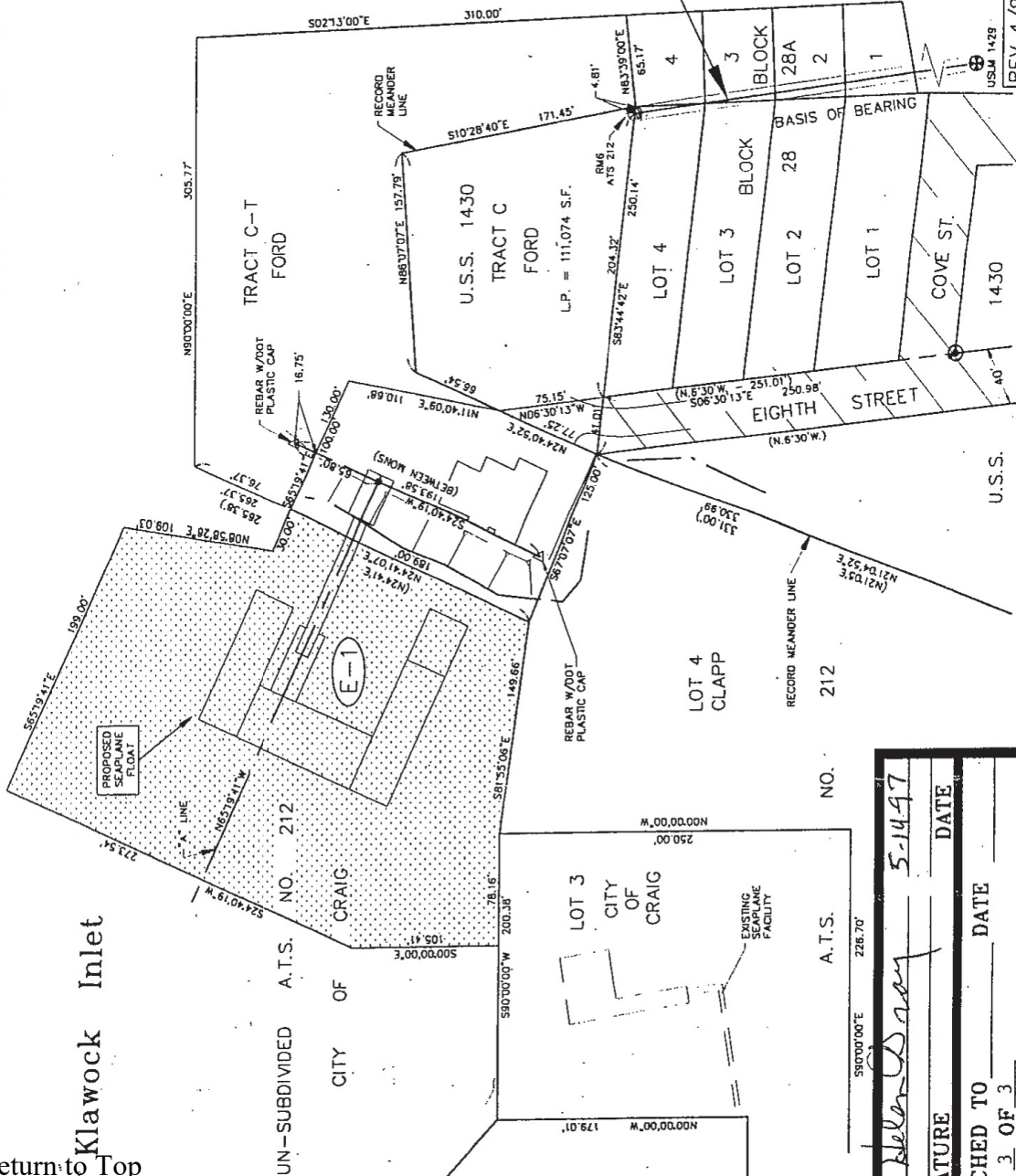
LS 7331 Registered Surveyor 4/21/97 Date

BASIS OF BEARING
S. 74°23' E.
1231.38' (1231.40')

STATE OF ALASKA DEPARTMENT OF TRANSPORTATION

PUBLIC FACILITIES & PLAT

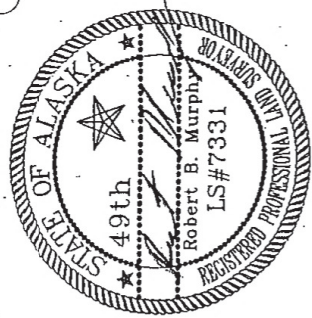
SHOWING EASEMENT REQUIRED FOR
PROJECT No. AIP# 3-02-0071-01(69956)
PARCEL No. E-1 Southeast Region
AREA: 79,756 Sq.Ft. 1.83 Acres
Scale: 1" = 100' Date 4/94 Drawn By RIB



Return to Top

SIGNATURE	DATE
<i>Helen D. Ray</i>	5-14-97
ATTACHED TO	DATE
PAGE 3 OF 3	

REV 4/97

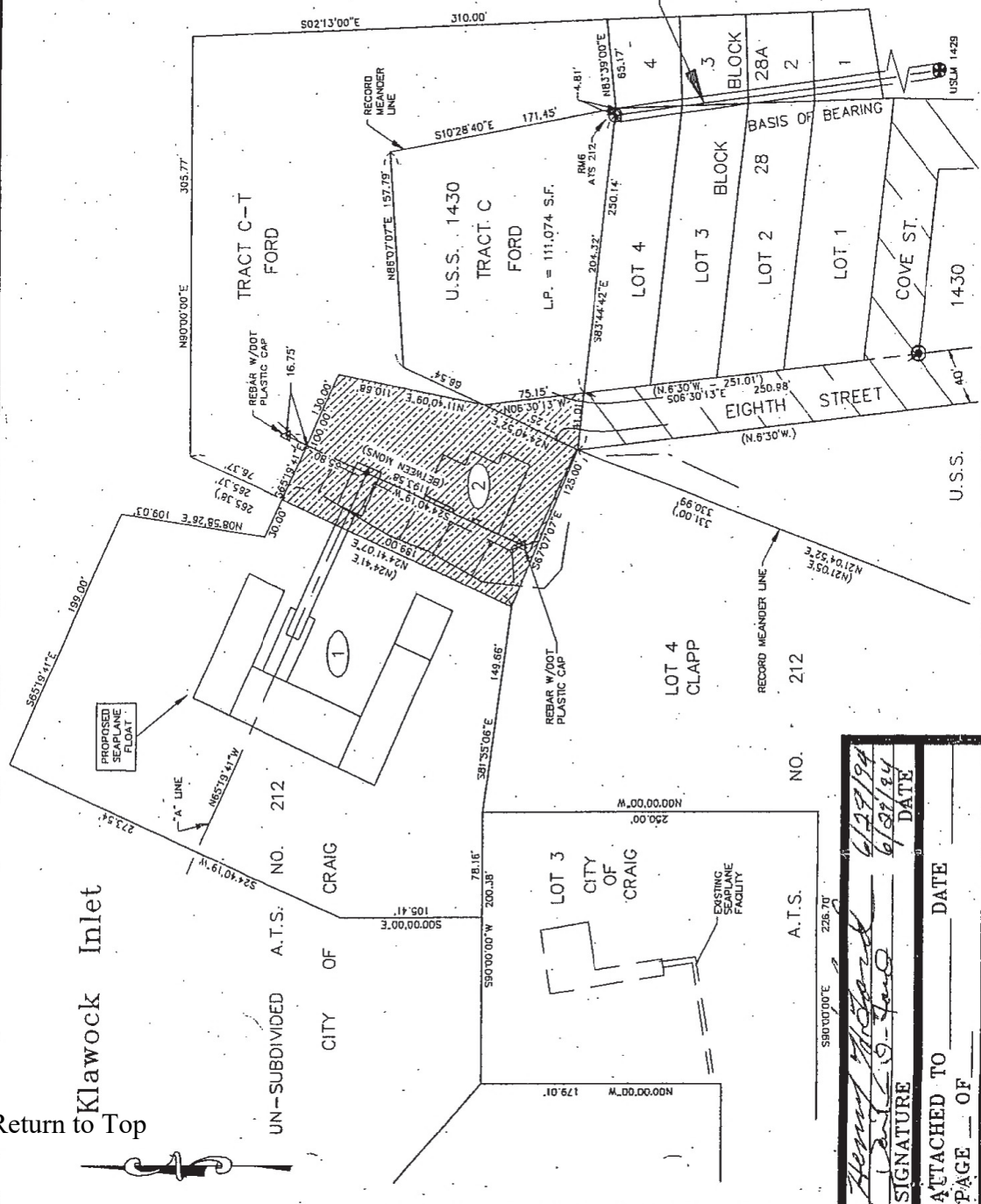


I HEREBY CERTIFY that I am properly Registered and Licensed to practice Land Surveying in the State of Alaska and that this plat was extracted from Right of Way Survey No. 326-11 by me or under my direct supervision.

LS 7331 Registered Surveyor Date 6.13.94

STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION
&
PUBLIC FACILITIES
SHOWING RIGHT OF WAY REQUIRED FOR
PROJECT No. AIP# 3-02-0071-01 (S9956)
PARCEL No. 2 Southeast Region
AREA: 23,527 Sq.Ft. Acres
Scale: 1" = 100' Date 4/94 Drawn By RTB

BASIS OF BEARING
S 74°23' E
1231.38' (1231.40')



Return to Top

UN-SUBDIVIDED A.T.S. NO. 212
CITY OF CRAIG
LOT 3 CITY OF CRAIG
EXISTING SEAPLANE FACILITY
A.T.S.
NO. 212
DATE 6/27/94
SIGNATURE [Signature]
DATE 6/27/94
ATTACHED TO _____ DATE _____
PAGE _____ OF _____

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Planner
Date: October 1, 2020
RE: Mobile Mammogram Assistance – CARES Act Funding

One of the results of the COVID19 restrictions this year has been the cancellation of the Mobile Mammogram Unit that usually travels to Prince of Wales each year. Misty Fitzpatrick, Jon, and I have been in discussions with PeaceHealth and SEARHC regarding this issue. SEARHC generally has funds available to transport beneficiaries and patients who meet certain income limits through other grant funds. In addition, it is likely that they will have some equipment in place later this year to do mammograms locally for their patients. For the few patients who are Craig residents but aren't beneficiaries and don't qualify due to income, SEARHC will likely direct them to POWER. This would be an appropriate use of the CARES funding that we provided to POWER in September.

PeaceHealth estimates that about 150 women per year use the mobile service and they estimate that about 2/3 of them are likely Craig residents. PeaceHealth has requested funds to pay for travel and taxi fares for the people travelling to Ketchikan for mammograms. PeaceHealth has requested up to \$10,000 for this purpose. As the council may be aware, the IFA is currently out of service until at least November 1st and will impact the cost of travel for patients. It would be appropriate to increase the amount of assistance to allow for airfare from POW to Ketchikan in lieu of ferry tickets while the ferry is out of service. Authorizing \$20,000 in CARES funds for this purpose would likely be sufficient.

If the council approves, staff will enter into an agreement with the PeaceHealth Ketchikan Medical Center Foundation to provide funding for this purpose.

A copy of PeaceHealth's request letter is attached.

Recommendation: Move to approve the use of \$20,000 in CARES Act funding to provide travel assistance to PeaceHealth for Craig residents travelling to receive mammograms.



September 28, 2020

Brian Templin
Craig City Planner
PO Box 725
Craig, AK 99921

Dear Brian,

On behalf of the PeaceHealth Medical Group in Craig and PeaceHealth Ketchikan Medical Center, we thank you for considering our letter of request for CARES funding to support important preventative medical screenings for women living in Craig, Alaska.

Every year, 150+ women on Prince of Wales receive mammography services via the Mobile Mammography vehicle hosted by the Breast Cancer Detection Center of Alaska, which was cancelled this year due to the coronavirus pandemic and its impact on the ferry schedules. As we all know, early detection is so important to ensure the best outcomes should a woman be diagnosed with breast cancer. PeaceHealth is committed to providing access to such critical mammography services for the women of Craig despite current travel restrictions.

COVID19 has drastically impacted patients and communities in Southeast Alaska financially. The massive reduction of the 2020 tourism season and fishing industry in our region leaves many women in Craig in financially vulnerable situations as a result of the economic tumult. No doubt, COVID19 has interrupted almost every aspect of our patients' lives in unprecedented ways. PeaceHealth is doing everything we can to ensure that critical healthcare remains available.

Our caregivers are working closely with Inner-Island Ferry Authority to offer ferry vouchers to women from Prince of Wales to travel to Ketchikan for critical care. By contacting PeaceHealth Medical Group in Craig, women can arrange to make an appointment for their mammogram and receive a voucher for their ferry travel. Until now, the PeaceHealth Ketchikan Medical Center Foundation has been using previously raised philanthropic dollars from our Patients' Compassionate Care Fund, which exists to help patients with their unmet needs, to support the transportation needs of these women. Our hope is that the **City of Craig will consider support in the amount of \$10,000 for ferry and/or taxi expenses to ensure women from Craig are not putting off this important care.**

The average cost per patient to travel from Craig to the PeaceHealth Ketchikan Medical Center by ferry is \$100. We anticipate serving about 100 patients from Craig through December 31, 2020, as we get the word out widely in the community about this important program. We thank you not only for considering our request for support, but for also offering to help with public outreach to increase awareness of this available service.

Please do not hesitate to contact me should you have any questions at mchernick@peacehealth.org or 907-617-0354. Thank you for your considered partnership.

A handwritten signature in blue ink that reads "Mischa Chernick".

Mischa Chernick
Executive Director
PeaceHealth Ketchikan Medical Center Foundation

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 2, 2020
RE: Craig Police Department Water Heater Replacement

The water heater at the Craig Police Department is in need of replacement. The diesel-fired unit requires repeated daily restarts to maintain hot water to the building.

After some research, staff favors replacing the existing water heater with an on-demand, propane-fired unit. A cost estimate is below.

On-demand unit	\$1,700
Piping supplies	\$ 700
Installation	\$ 900
Propane tank	\$ 800
Rebate	<u>(\$ 500)</u>
Total	\$ 3,600

The \$3,600 estimate is unbudgeted, and a large enough amount that an appropriation from the council is needed to purchase the unit.

Staff had discussed replacing the heater during the last budget cycle, but ultimately gambled on nursing the heater through another year. A reliable water heater is needed at the department to provide showers for inmates and hot water for laundry and other domestic uses.

Recommendation

Appropriate, by motion \$3,600 to replace the water heater at the Craig Police Department building.

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: September 30, 2020
RE: Consider Confirmation of City Clerk Appointment

Following the notice of resignation of Jillian Carl from the position of City Clerk, staff advertised the vacancy publicly to encourage applications to fill the position.

A committee of staff interviewed several candidates for the vacant position. After the interviews I consulted with Mayor O'Connor, who concluded that Ms. Tracey Jensen is the best fit for the vacant position.

A copy of Ms. Jensen's application is attached.

Section 2.04.040.C of the Craig Municipal Codes provides for the appointment of some department manager positions by the mayor, including the city clerk position, subject to confirmation of the city council.

Recommendation

Confirm, by motion, appointment of Tracey Jensen to the position of City Clerk.



City of Craig Employment Application

500 Third Street Craig, Alaska 99921
Phone: (907) 826-3275 Fax: (907) 826-3278

The City of Craig is an Equal Opportunity Employer

Personal Information

Last Name Jensen, Tracey L	First Name MI	Social Security #	Email
Mailing Address PO Box	City	State	Zip
Home Phone			
Permanent Address 2.1 Port Saint Nicholas Rd, Craig, Alaska, 99921	City	State	Zip
Work Phone			N/A
Do you have a valid Alaska Driver's License?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	License _____ Alaska	
Have you ever been employed by the City of Craig?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Are you entitled to work in the United States?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Are you a resident of the city of Craig?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Are you 18 years of age or older?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If you are less than 18 years old, what is your date of birth?	N/A		
Have you been convicted of a misdemeanor within the past five years?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, please explain: N/A	
Have you ever been convicted of a felony?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, please explain: N/A	
Position for which you are applying: Accounting Clerk II	Available for (please select all that apply):		
	<input checked="" type="checkbox"/> Permanent Full Time	<input type="checkbox"/> Temporary Full Time	
	<input checked="" type="checkbox"/> Permanent Part Time	<input type="checkbox"/> Temporary Part Time	
Date you are available for work: Immediately			

Education

	Name/Location	Dates Attended	Year Graduated	Diploma/GED Degree/Major
High School	Peru High School	1982-1986	1986	Yes
College/University	University of Alaska	1994-2020	Still Attending	Non Degree Program
Trade School	Alaska Computer Inst	1989-1990	1990	Degree/Business A
Other				

Please list any machines or equipment you can operate: General office machines and equipment, 10-Key, Facsimile, Multi-line Switchboard, Copier, Scanner, Calculator, Computer, and Credit Card Machine.

Please list computer software/hardware you can operate: 10-Key, Copier, Facsimile Machine, Printer, Dictaphone, Multi-line Switchboard, Stenographer/Court Recording Equipment, Computer, Microsoft Word, Excel, Outlook, and various other specialty software

Employment History

Please list employment history for past ten years, starting with most recent. Please use additional pages if necessary.

Employer State of Alaska-Alaska Court System

Address 6738-B Klawock-Hollis Hwy

City, State, Zip Klawock, Alaska 99925

Telephone (907) 463-4753

Dates Employed From: 12/19/2016 To: 08/28/2017

Immediate Supervisor Neil Nesheim, Area Court Administrator

Position/Job Title Deputy Magistrate/Clerk of Court

Specific Duties Court supervisor, accounting, updating standard operating procedures, providing internal and

Reason for Leaving To assist CTA with purchasing/setting up Transit Buses for Public Transit in Craig, Alaska

May we contact? Yes No

Employer Owner and Operator Turbotans, LLC

Address 418 3rd Street

City, State, Zip Fairbanks, Alaska, 99701

Telephone (907) 460-1934

Dates Employed From: 11/13/2006 To: 8/1/2017

Immediate Supervisor Tracey Jensen

Position/Job Title Owner and Operator

Specific Duties Human resource duties, personnel actions, evaluations, job descriptions/postings, salary dete

Reason for Leaving Moved to Craig, Alaska and sold business.

May we contact? Yes No

Employer State of Alaska-Office of Public Advocacy

Address 100 Cushman Street, STE-502

City, State, Zip Fairbanks, Alaska, 99701

Telephone (907) 451-5933

Dates Employed From: August, 2002 To: December, 2009

Immediate Supervisor Susan Carney, Formerly Supervising Attorney and now Supreme Court Justice

Position/Job Title Public Guardian and Conservator

Specific Duties Court appointed Public Guardian and Conservator for Wards of the State. Responsible for all

Reason for Leaving Started my own business.

May we contact? Yes No

Employer State of Alaska-Alaska Court System

Address 101 Lacey Street

City, State, Zip Fairbanks, Alaska 99701

Telephone (907) 264-8242

Dates Employed From: March 1998 To: August 2002

Immediate Supervisor Teresa High, In Court Supervisor

Position/Job Title Court Clerk IV

Specific Duties Initially hired as an accounting clerk, then promoted to in-court clerk. Performed accounts pay

Reason for Leaving To accept the Court Appointed State of Alaska Public Guardian and Conservator position

May we contact? Yes No

Personal References
Please do not list former employers or relatives.

Name Donna Templin Occupation State of Alaska, Telephone

Name Brian Templin Occupation City of Craig, Pla Telephone

Name Tina Grasser Occupation Craig Tribal Ass Telephone,

Comments by Applicant
Please feel free to comment on anything else you feel is pertinent to your application.

Over 30 years combined administrative, clerical, accounting and human resource experience. Although I hold a degree in office/business administration, I take periodic classes through the University of Alaska that I feel helps keep me current and adds to my job skills.

I hereby certify, to the best of my knowledge, the information given on this application is true and complete. I understand that any misrepresentation or concealment of material fact will be sufficient ground for rejection of application, removable from eligible lists or removal from employment. I further authorize reasonable investigation of my personal history, as it relates to my work history and capability to hold the position.



Digitally signed by Tracey
Date: 2020.08.14 15:05:04 -08'00'

August 14, 2020

Signature of Applicant

Date

E-mail completed application to:
hr@craigak.com

Fax completed application to:
Human Resources at (907) 826-3278

Mail completed application to:
City of Craig
PO Box 725
Craig, AK 99921

TRACEY L. JENSEN

P.O. Box

- OBJECTIVE:** Accounting Clerk II position.
- EDUCATION:** -University of Alaska, Fairbanks, Alaska- Undergraduate, course specific for administrative and legal positions held.
-Associate's Degree in Business Administration, Director's List, Alaska Computer Institute, Fairbanks, Alaska.
- SKILLSETS:** *Microsoft Word/Excel/Outlook *10-Key/Dictaphone
*PBX Multi-line Switchboard *Shorthand
*Stenographer/FTR Equipment *Vista/XP/Apple Software
- EXPERIENCE:** **Clerk of Court /Deputy Magistrate:** December 2016 - Current
State of Alaska, Alaska Court System, Klawock, Alaska.
Court Supervisor and Deputy Magistrate duties. Responsible for all trial court management, records, files, jury, front counter efficiency, and accurate warrant procedures. Human resource and personnel management duties. Coding and proper disbursement of: fines, bail, restitution, and other funds. Ensured compliance with operating procedures, and prepared/posted position descriptions. Maintained confidential personnel files. Drafted and letters, orders, and memorandum documents. Researched, analyzed and interpreted federal/state laws, regulations and court cases. Provided internal and external customer service to the public and employees. Managed daily cash drawers, receipts, inventory, ordering, taking payments, and provided receipts. Explained and advised the public on legal procedures.
- Owner/Operator:** November 2006 – August 2017
Turbotans, LLC, Fairbanks, Alaska.
Owned and operated my own business. Facilitated inventory reports, logs and purchasing, including equipment procurement and maintenance. Prepared position descriptions, hired, trained, and supervised all employees. Scheduled staff, generated biweekly payroll, prepared and filed quarterly and annual taxes, licensing, workman's compensation and insurance requirements. Performed all accounts payable, receivables, coding, data entry, filing, confidential human resource tasks, telephonic/walk-in customer service, received payments, maintained petty cash, credit card processing, and records management.

TRACEY L. JENSEN

Mobile E-mail

CONTINUED EXPERIENCE:

Public Guardian/Conservator: August 2002 - December 2009
State of Alaska, Office of Public Advocacy, Fairbanks, Alaska.
As a Court appointed Certified Guardian and Conservator, I managed incapacitated ward's property and all finances, while making daily care and medical decisions to ensure proper safety guidelines. Under the court supervision created and maintained bank accounts, and irrevocable trusts for each client. Solved complex problems quickly while utilizing good judgment and common sense. Obtained all dividends, programs, various state/federal/tribal funding and eligibility they were entitled to. Responsible for preparing court reports with strict deadlines. Performed confidential administrative, personnel and human resource duties. Prepared and processed disbursement checks as required, while maintaining accurate ledgers. Executed all accounts payable and receivable for over 100 clients, including the preparation and filing each of their annual taxes. Performed administrative duties, and provided public service and advocacy.

Court Clerk IV: March 1998 - August 2002
State of Alaska, Alaska Court System, Fairbanks, Alaska.
Initially hired in the Court Accounting Clerk position, then promoted to the In-Court Clerk position. Performed accounts payable, accounts receivable, accepted cash and credit card payments for the court traffic, bail, restitution, civil and criminal cases daily, while maintaining ledgers, data entry, and providing counter and telephonic customer service. Typed and distributed official, confidential court correspondence, pleadings and notices. Gathered, tracked and input employee payroll information in the software to generate and print payroll checks for employees. Maintained financial records and ran reports for management and customers as requested. Opened, date stamped and distributed all mail, and input all payments accordingly. Reconciled statements, completed filing, and updated financial records, accordingly.

REFERENCES: Personal and Professional Available Upon Request.