

**CITY OF CRAIG  
COUNCIL AGENDA  
JANUARY 21, 2021  
COUNCIL CHAMBERS 6:30 PM**

**ROLL CALL**

Mayor Tim O’Connor, Hannah Bazinet, Jim See, Julie McDonald, Michael Kampnich,  
Chanel McKinley, Millie Schoonover

**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 December 10, 2020
- Ordinance No. 732: Change of Council Meeting Times Ordinance
- Ordinance No. 733: Designating city council seats
- Resolution 21-01, EMS Response Stipends
- Resolution 21-02, Shared Fisheries Tax Resolution
- Resolution 21-03, Supporting the Municipal Harbor Facility Grant Program

**HEARING FROM THE PUBLIC**

- Open for public comment

**REPORTS FROM CITY OFFICIALS**

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

**READING OF CORRESPONDENCE**

- November 2020 Alaska Permanent Capital Management Statement
- State Disaster Declaration - December 15, 2020
- From Sealaska Corporation – Changes to Sealaska Timber Corporation Operations
- VOCTEC Update
- Rainfall Tabulation

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

- Resolution 21-01, EMS Response Stipends
- Resolution 21-02, Shared Fisheries Tax Resolution
- Resolution 21-03, Supporting the Municipal Harbor Facility Grant Program

**UNFINISHED BUSINESS**

- CARES Act Funding Recap

## **NEW BUSINESS**

1. Aquatic Center Reopening Promotion Rates
2. Review COVID-19 city facility opening/closure guidelines
3. Consider intervenor status in Roadless Rule litigation

## **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](mailto:cityclerk@craigak.com), before 5:00 p.m. the day of the council meeting

CITY OF CRAIG  
COUNCIL MEETING  
THURSDAY DECEMBER 10, 2020

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**ROLL CALL**

Mayor Tim O'Connor called the meeting to order at 7:00 p.m. Present were, Jim See, Julie McDonald by telephone, Hannah Bazinet, Michael Kampnich, and Chanel McKinley attended by telephone at 7:06 p.m. Millie Schoonover was absent excused.

**Staff present:** Jon Bolling, City Administrator; Brian Templin, City Planner; Tracey Jensen, City Clerk; Sheri Purser, Treasurer; Jessica Holloway, Aquatic Center Manager; Minnie Ellison, EMS Coordinator; Hans Hjort, Harbormaster by telephone RJ Ely, Police Chief; Russel Dill, Public Works Director; and Victoria Merritt, Recreation Director

**Audience present:** Kimberly Rice, Evelyn Carter, Fred Hamilton, Jr., and Wendy Hamilton.

**CONSENT AGENDA**

1. City Council Meeting Minutes of November 19, 2020
2. Zat's Pizza – Craig Liquor License Renewal

BAZINET/KAMPNICH

Moved to accept the Consent Agenda.  
MOTION CARRIED UNANIMOUSLY

**HEARING FROM THE PUBLIC**

Kimberly Rice attended in person on behalf of Civil Air Patrol, as she is a senior member, and the Safety Officer, to request the City Gym Facility be open for Monday evening meetings. Mrs. Rice explained that the Civil Air Patrol is an auxiliary of the Air Force, outlined their duties, and expressed concerns that they have missed four meetings since the City Gym has been closed in accordance with Governor Dunleavy's Notice of COVID-19 spread risk. Mrs. Rice said that there are less than ten Civil Air Patrol attending their meetings and that most attend by phone or video. Mrs. Rice explained that those attending in person adhere to COVID-19 guidelines already, and any sick are not welcome at the meetings. Mrs. Rice said that she is able to do all the paperwork required for the meetings on-line and can email it to staff.

Tim O'Connor and Jon Bolling discussed that the City Facility Closures are on the Agenda to be discussed later.

**REPORTS FROM CITY OFFICIALS**

**Mayor-** Had nothing new to report.

**Administrator-** Provided a written report. Jon said that last Summer the Steamboat Bay Lodge leased a portion of the Fred G. Hamilton, Sr. building counter space, and would like to use the

facility again this Summer. Jon explained that he permitted Steamboat Bay Lodge to go in under an access permit that staff can issue for a period up to one year. Jon stated that he is inclined to reach an agreement for another three months next Summer. Steamboat Bay Lodge understands if a second floatplane tenant approaches the City to start service, then they would have to share space, and Steamboat Bay Lodge accepts that, as the goal is to get a 2<sup>nd</sup> tenant, and possibly year round.

Jon let the Council know that December 1, 2020, marks the 40<sup>th</sup> Anniversary of Les Nelson's tenure with the City of Craig, and Jon encouraged council members to recognize Les' remarkable accomplishment.

**Treasurer-** Provided a written report. Sheri said that Pilar has finished checking all the numbers for the vendors that we purchased from and will be meeting with Jon and Brian next week to hopefully finalize our numbers.

**Aquatic Manager-** Provided a written report. Jessica said they will be doing promotional discounts, pool re-opening notifications, and would welcome council input.

Mayor O'Connor recognized Mr. Edward Douville ,who called in via teleconference to offer public comment in support of Resolution 20-20 Declaration of Fred Hamilton, Sr. Day.

**Clerk-** Provided a written report.

**Planner-** Provided a written report.

**Fire/EMS Coordinator-** Excused from the meeting for training.

**Harbormaster-** Provided a written report.

**Library-** Excused from the meeting as Angela was out sick today.

**Police Chief-** Provided a written report. RJ said that Mark Habib, the prior Police Chief's funeral services are going to be Saturday the 19<sup>th</sup> and he will try to go to them. RJ said Craig Police Department has had lots of computer issues, but they are back up and running now.

Jim See said that he worked with Mr. Habib for 15 years and that he was a really good man and will be missed.

**Recreation-** Provided a written report and written invitations to listen to the 12 days to Christmas Benefit Concert that Cathy Bolling, Ralph Mackie and Karen Coffee are putting on as a fund raiser for the Thrift Store. Victoria said they did cancel the bazaar's and are now cleaning up the Youth Center.

**Public Works-** Provided an oral report. Russell said that Public Works has mostly been on Port Saint Nicholas Road doing cleanup of the landslide areas and preventative measures. Russell said

that they cannot keep debris from coming into those culverts, and have had to rebuild part of the road, and 4.3 mile may need additional culvert. The engineer did recommend in some areas that we could do dirt work, and in other areas additional culvert work at 1.3 mile. The biggest question is that if the earth is done and moved the water, and so forth. We had the Mayor come out and cut logs that were in the way to channel the area, and to widen the way. Russell said that the question that needed answered was to know if they were just needing to move dirt, or if they needed to redesign everything. Russell said that he believes the 18" diameter culvert will not hold at 2.7 mile and may have to use larger size culvert there. Russell, Jon, and Brian have been gathering information to submit to the State Department of Transportation Emergency Relief Program and have received additional information from Craig Tribal Association today. Russell said that they will need to cut the asphalt out and put in flowable fill at 1.3 mile until Spring.

**Parks and Public Facilities-** Excused from meeting due to taking personal days off.

### **READING OF CORRESPONDENCE**

1. October 2020 Statement from Alaska Permanent Capital Management

### **CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

1. Resolution 20-20: Declaration of Fred Hamilton, Sr. Day

Fred Hamilton, Jr. said that he would like to thank the council on behalf of the family, for considering Fred Hamilton, Sr. Day and that this is a huge honor.

Jon Bolling said that Councilwoman Millie Schoonover was not able to attend this meeting, but did send a text about Fred Hamilton, Sr. Jon read the text aloud and lent his support of the resolution.

BAZINET/KAMPNICH

Moved to adopt the Resolution 20-20,  
Declaring February 2<sup>nd</sup> as Fred Hamilton Sr.  
Day. MOTION CARRIED  
UNANIMOUSLY BY ROLL CALL VOTE

### **UNFINISHED BUSINESS**

There was no unfinished business pending.

### **NEW BUSINESS**

1. Consideration of Appropriation for the Port St. Nicholas Response

Jon said that He, Russell, and Brian are working on identifying the scope of the repairs needed, and potential funding sources to offset costs to the city, including the executive branch of the state government to include the city in a disaster declaration.

Jon explained that he is working with Craig Tribal Association through the Emergency Relief for Federally Owned Roads, (ERFO) program to identify funding.

SEE/BAZINET

Moved to appropriate \$26,400 from reserves to cover Port St. Nicholas Road costs incurred to date and authorize a second appropriation of up to \$25,000 for repairs anticipated to occur in the months to come.  
MOTION CARRIED UNANIMOUSLY

2. Updated Council Meeting Start Time Discussion

Hannah Bazinet would like to start the meetings at 6:00 p.m. but, said that it didn't work for Councilwoman McDonald. Julie McDonald, Chanel McKinley, Jim See, Michael Kampnich said that that they could attend meetings at 6:30 p.m. Jim See asked Jon Bolling if the current meeting time at 7:00 p.m. was in an ordinance, and Jon responded that it is in ordinance, unless the different time is posted at one to two days in advance.

The Council agreed upon and directed staff to start the regular City Council Meetings at 6:30 p.m., and to put a formal ordinance change of hours on the next meeting's agenda. There were no objections.

3. City Facility Closures Discussion

Jon Bolling said that he had asked people to make changes to their practices to discourage transmission of the COVID-19 virus due to the Governor's November 17, 2020 recommendations., by closing the City Gym, the Recreation Center, the Library, and requiring the public to call in prior to entering City Hall, or to make appointments. The Governor has announced a new Disaster Declaration possibly Monday, that will possibly be similar to the one in November due to high case counts. Jon said he is looking for general guidance, and suggestions to continue the same protocols, or change them.

Jim See said that he was proud of the School District reopening. The Council discussed the children's behavioral issues due to Covid-19; protocol; using the food grade disinfectant fogger that the City already owns; and could possibly raise gym rental rates for the service. The Council agreed with opening the Gym for Civil Air Patrol meetings, and Karate with safety protocols in place.

4. School District Cares Funding

Brian Templin said that due to the recent school closures, some families were identified with internet connectivity issues and called looking for some funding to assist. The School District has an agreement with AP&T to help provide internet service to most of the district. Brian said that the most recent treasury guidance gives us the ability to allocate up to \$500 per student to the school district, pretty much for the school district's discretionary use.

Brian explained that since we had shut down the tutoring and internet access program, that we took about \$12,000 that was left over and he has already moved those funds over to the school district to cover their immediate needs, and an additional appropriation of \$38,000 of funding,

that will put the School District into the position that they will be able to make sure the families have internet connectivity for the next several months.

KAMPNICH/BAZINET

Moved to direct staff to allocate \$38,000 in CARES Act funding to the Craig City School District, (in addition to the \$12,000), transfer from the tutoring/internet program.  
MOTION CARRIED UNANIMOUSLY.

### COUNCIL COMMENTS

Michael Kampnich said that he would like to recognize the people that volunteered assistance and equipment during the Port St. Nicholas slides, and suggested gift certificates. The Council agreed upon and directed the staff to create gift certificates to show appreciation for the residents' assistance. Councilman Kampnich said that an American icon Chuck Yeager passed away, and that he was the only one to get off the Silverado, and converse with residents at the docks in Craig.

Jim See said that he would like to see the City of Craig pay for RJ Ely's trip to Mark Habib's funeral service. Jim said that he would go as well, if not for the COVID-19 restrictions. Sheri Purser said that since Chief Ely uses a Bank of America card, that it may be possibly use air miles. The Council agreed upon and directed staff to pay for and set up a trip for Chief Ely to attend Mr. Habib's funeral service.

Jon Bolling and the Council recognized all those involved in the City of Craig receiving the Alaska Municipal League's Award for Distinguished Municipal Leadership - In recognition of their outstanding efforts to respond to the COVID-19 public health emergency and corresponding economic crisis of 2020.

### ADJOURNMENT

BAZINET/KAMPNICH

Moved to adjourn at 8:10 p.m.  
MOTION CARRIED

APPROVED on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
MAYOR TIMOTHY O'CONNOR

ATTEST: \_\_\_\_\_  
TRACEY JENSEN, CITY CLERK





**CITY OF CRAIG  
ORDINANCE No. 732**

MODIFYING SECTION 2.04.150 OF THE CRAIG MUNICIPAL CODE REGARDING CITY COUNCIL MEETING TIME AND DATE

Section 1. Classification. This ordinance is of a general and permanent nature and the code sections adopted hereby shall become a part of the code of the City of Craig, Alaska.

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

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

Section 4. Action. This ordinance modifies Section 2.04.150 of the Craig Municipal Code by adding the underlined text, and deleting the struck through text shown in quotes below. All other text in Section 2.04.150 remains unchanged by this ordinance.

**“2.04.150 Council meeting ~~time and date~~.**

A. Regular meetings of the council shall be held on the first and third Thursdays of every month ~~at 7:00 p.m.~~ in the council chambers unless public notice is given for a period of at least 24 hours to the effect that the meeting will be held on ~~at~~ a different ~~hour~~, day and/or in a different place.”

Passed and approved this \_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor Timothy O'Connor

Attest \_\_\_\_\_  
Tracey Jensen, City Clerk

**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: January 7, 2021  
RE: Ordinance No. 732

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Attached you will find Ordinance No. 732. The ordinance modifies section 2.04.150 of the Craig Municipal Code by deleting a fixed starting time for regularly scheduled council meetings.

At a number of recent meetings, the city council has expressed an interest in starting its regularly scheduled meetings earlier in the evening. The city's municipal code calls for regular council meetings to begin at 7:00 p.m. unless notice is posted in advance of a different starting time. Ordinance 732 deletes any reference to a required meeting start time from the municipal code. This change allows the council to set its meeting times by consensus. The consensus at this point is to begin council meeting at 6:30 p.m.

The ordinance is presented here for first reading. If approved here, the second reading is scheduled for the council's February 4 meeting.

**Recommendation**

Approve Ordinance No. 732 at first reading.

**CITY OF CRAIG  
ORDINANCE No. 733**

**MODIFYING SECTION 2.08.030 OF THE CRAIG MUNICIPAL CODE BY DESIGNATING  
CRAIG CITY COUNCIL SEATS**

Section 1. Classification. This ordinance is of a general and permanent nature and the code sections adopted hereby shall become a part of the code of the City of Craig, Alaska.

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

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

Section 4. Action. This ordinance modifies Section 2.08.030 of the Craig Municipal Code by adding the underlined text as shown below.

2.08.030        Number of members of council and school board.

A. The council shall consist of six members. The mayor is not a member of the council. The city school board shall consist of five members. [Ord.111 § 3, 1973.]

B. The council shall be elected by the voters for designated seats on an at large basis.

C. City council seats shall be designated as council seats A, B, C, D, E, and F. The seats shall be staggered for three-year terms. Council members shall be elected according to the seat designation and corresponding expiration of terms of office.

Passed and approved this \_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor Timothy O'Connor

Attest \_\_\_\_\_  
Tracey Jensen, City Clerk

**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: January 7, 2021  
RE: Ordinance No. 733

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Attached you will find Ordinance No. 732. The ordinance modifies section 2.08.030 of the Craig Municipal Code by designating council seats by letter.

If adopted, the ordinance will require any person running for city council to choose the specific seat for which the candidate wishes to compete. Seats would be designated A-F.

Currently, candidates file for election to the city council, and the candidates receiving the most votes are elected to fill the number of council seats on the ballot (usually two). If Ordinance No. 732 is adopted, a candidate would have to receive the most votes for the specific seat for which the candidate filed. All seats are elected at-large. The designated seats would not represent specific areas of Craig.

The ordinance is presented here for first reading. If approved here, the second reading is scheduled for the council's February 4 meeting.

## **CITY OF CRAIG MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: January 14, 2021  
RE: January Staff Report

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### **1. Downtown Harbor Project**

I completed work on a series of project information sheets about the downtown harbor project and sent copies to the council. The sheets are posted at the city's website and Facebook page, and at various locations around town.

I am still considering the option of completing a mass mailing of the sheets to Craig boxholders.

### **2. Port St. Nicholas Road Fee**

I am working with city treasurer Sheri Purser to prepare billings to collect the fee for the PSN Road maintenance effort for Fiscal Year 2020, as set by the city council.

### **3. COVID Protocols for City Facilities**

COVID-19 protocols remain in place for city facilities. While some facilities, such as the library and recreation center remain closed, others, such as the City Gym, are open on a limited basis. City Hall remains nominally closed, but the public may enter the building by calling ahead first. I will monitor the governor's COVID-19 recommendations as we consider in January whether to move toward full reopening.

### **4. Craig Aquatic Center Status**

The subcontractor tasked with applying the finish to the newly poured concrete gutter walls is due to begin his work once the new concrete has met its 28-day curing time. Once the new finish is applied the pool must be filled with water, and the water properly treated and heated. I expect to begin refilling the pool around January 16.

The city must still decide if and how to reopen the Craig Aquatic Center once repairs currently underway there are complete. I do not expect any COVID-19 related declarations from the State of Alaska closing recreational facilities, although we must be prepared to respond if a declaration is issued. Our goal will be to reopen if we can do so while complying with state guidance.

### **5. Changes at Sealaska Timber Corporation**

Sealaska announced on January 11 that its subsidiary, Sealaska Timber Corporation, will immediately cease timber harvesting operations. I spoke with a representative from Sealaska Corporation about the announcement. It was explained to me that ongoing challenges in finding logging contractors and other difficulties in the industry, as well as some ANCSA-specific provisions in law all led to the decision.

I was told that the decision to stop logging is an economic one, not philosophical. The company apparently is not foreclosing options to restart logging at some point in the future. Apparently STC will continue to maintain its POW and Ketchikan offices, and will have some staff working on road maintenance, carbon credit monitoring, and other land management needs. Some

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residual longshoring work remains to be completed by STC for wood already harvested, but Sealaska expects the bulk of STC activities will fully wind down this year.

The change to STC will have financial impacts to Craig and POW Island. STC and its contractors contribute measurably to the island's economy through payrolls, and the purchase of goods and services. The downsizing may well have an adverse impact on sawmills on POW, given that STC's absence from the logging industry will likely make the labor and equipment needed to log national forest timber sales that supply those mills scarcer than they already are.

#### **6. Modification of Line Item Expenditure – Parks and Public Facilities**

It is apparent from the very wet weather we have endured since early in 2020, and the high level of ongoing pedestrian use despite the inclement weather, that the ballpark trail and the walking path around East Hamilton Drive need resurfacing. Some areas of these trails are very muddy, and others have uncomfortable footing where larger subgrade rock is now at the trail surface. Doug Ward has a plan in place to resurface segments of the ballpark trail and the Hamilton Drive path to address the maintenance needs. The work will require expenditure of up to about \$7,000 in materials and equipment rental costs. The city's budget ordinance provides for an administrative transfer of appropriated sums between line items. Doug and I have identified a source of funds for this transfer. If the council has no objection, I will approve the transfer and ask Doug to begin work.

#### **7. Klawock City Administrator**

Ms. Anna Guthrie was hired recently for the position of Klawock City Administrator. I know Anna well from her tenure with the Craig Tribal Association. In that time I have found Anna to be knowledgeable and good to work with. I look forward to continuing to work with Anna in her new position.

#### **8. Rainfall**

Among the Reading of Correspondence items in the packet is a print out of recorded rainfall at the city's water treatment plant at 5.5 mile of the PSN Road. The print out shows recorded precipitation between 2016 and 2020. The print out confirms what we already knew—2020 saw much more rainfall than normal!

#### **9. Travel Schedule**

None scheduled.

CITY OF CRAIG  
MEMORANDUM

January 13, 2021  
To: City Council  
From: Sheri Purser, Treasurer  
Re: Monthly Report

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The December monthly financial reports are included in this report.

Michelle's doctor has released her back to work as part time. Utility billing went well last month, but I will be glad to hand it back over to Michelle.

The Trial Balance was handed into Christine Harrington. She is going to try and do the audit mostly virtual if she can. I am waiting on her to let me know what things she will need for me to send to her digitally.

The Cares money has been completely spent. We are waiting for the last of the invoices to come in so I can do my final report to the State.

Jon, Kimber, and I have been finalizing the PSN Rd Maintenance Fee billing. I will be printing and sending them out tomorrow.

We are still having meetings for the Emergency Operation Incident Management Team. Due to the increase in positive cases on the island, Brian has changed out meeting for next week so we can be able to checking inventories, receiving updates from SEARCH, Peace Health, & Public Health, as well as other entities that are a part of the team.

If you have any questions, please contact me at [finance@craigak.com](mailto:finance@craigak.com)

City of Craig  
Cash Balances  
12/31/2020

General Fund

Deposit Clearing Account	48,202.00
Checking - First Bank	2,376,790.84
Checking - Wells Fargo	14,493.74
Petty Cash	325.00
Petty Cash-Harbors	200.00
Petty Cash- Aquatic Center	250.00
Petty Cash - Police	134.95
Petty Cash- Library	150.00
Special Recreation Savings	1,941.55
Wells Fargo CD Saving Account	<u>510,865.65</u>
Total	<u>2,953,353.73</u>

Restricted Fund

Cares Fund Checking	476,979.00
Cash, Police Fund	82,706.90
Cash Evidence, Police	4,413.22
Police Petty Cash	781.17
Cash Equipment Fund	452,693.39
Cash Hatchery Salmon Derby	2,512.22
MM Park Funds	7,702.76
Fish Quota Funds	15,552.70
MM POW Clinic Funds	25,014.04
MM Invest Muni Land	568,283.35
Hatchery Saving Account	55,246.68
Cash MMkt NFR -School FB	61,541.51
Cash Invest School Funds APCM	3,287,931.43
Accrued Interest, School	<u>9,484.00</u>
Total	<u>5,050,842.37</u>

Endowment

Cash Held Endowment	52,975.63
Fixed Inc. Investment Endowment	4,286,223.61
Accr. Int., Endowment	18,558.63
Equity Invest., Endowment	6,472,454.10
Unrealized Gain/Loss Endowment	225,247.66
Unrealized Gain/Loss Equity, Endowment	<u>1,639,700.67</u>
Total	<u>12,695,160.30</u>

Enterprise Fund

Water & Wastewater Cash	4,469.55
DNR Performance CD	<u>8,500.00</u>
Total	<u>12,969.55</u>



**City of Craig**  
**02a. Craig Gov Rev**

**December 31, 2020**

	M-T-D Actual	Y-T-D Actual	Budget	Over(Under) Budget	% of
01 00.4000.00 000 Property Tax	0	671,617	660,000	11,617	102
01 00.4050.00 000 Sales Tax	(4,031)	961,634	971,550	(9,916)	99
01 00.4051.00 000 1% Sales Tax for School	0	0	320,850	(320,850)	0
01 00.4052.00 000 Alaska Remote Sales Tax	7,493	27,676	0	27,676	0
01 00.4055.00 000 Delinquent Sales Tax	0	1,500	0	1,500	0
01 00.4060.00 000 Liquor Sales Tax	0	39,224	120,000	(80,776)	33
01 00.4065.00 000 Transient Room Tax	1,225	10,772	20,000	(9,228)	54
01 00.4080.00 000 Sales Tax Penalties	0	294	0	294	0
<b>Total Local Taxes</b>	<b>4,687</b>	<b>1,712,717</b>	<b>2,092,400</b>	<b>(379,683)</b>	<b>82</b>
01 00.4100.00 000 Property PILT Funding	0	303,457	289,500	13,957	105
01 00.4110.00 000 State Revenue Sharing	0	0	50,000	(50,000)	0
01 00.4111.00 000 Liquor Revenue Sharing	0	0	4,000	(4,000)	0
01 00.4112.00 000 Fish Bus Tax - DOR	0	153,110	50,000	103,110	306
01 00.4120.00 000 Shared Fish Tax - DCED	0	0	4,000	(4,000)	0
<b>Total State Revenue</b>	<b>0</b>	<b>456,567</b>	<b>397,500</b>	<b>59,067</b>	<b>115</b>
01 00.4200.00 000 COVID 19 Response Revenue	0	0	50,000	(50,000)	0
01 00.4220.00 000 EMS Service Fees	225	7,173	70,000	(62,827)	10
01 00.4250.00 000 EMS Training Fees	0	0	1,000	(1,000)	0
01 00.4255.00 000 EMS Estimated NonCollectable	0	0	(25,000)	25,000	0
01 00.4260.00 000 Aquatic Center Revenue	0	10,170	50,000	(39,830)	20
01 00.4270.00 000 Library Fees	0	0	1,000	(1,000)	0
01 00.4275.00 000 Recreation Revenue	0	1,178	17,000	(15,823)	7
01 00.4280.00 000 Senior Card Fees	100	410	3,000	(2,590)	14
01 00.4620.00 000 Taxi Permit Fees	0	0	100	(100)	0
01 00.4640.00 000 Building Permit Fees	120	630	0	630	0
01 00.4644.00 000 Access Permit Fees	2,760	5,564	8,000	(2,436)	70
01 00.4645.00 000 Subdivision Fees	0	105	0	105	0
01 00.4646.00 000 PSN Road Maintenance	0	0	27,000	(27,000)	0
<b>Total Permits &amp; Fees</b>	<b>3,205</b>	<b>25,230</b>	<b>202,100</b>	<b>(176,871)</b>	<b>12</b>
01 00.4300.00 000 Property Lease/Rentals	3,433	18,306	63,000	(44,694)	29
01 00.4400.00 000 Material Sales	0	0	1,000	(1,000)	0
01 00.4450.00 000 K Salmon Hatchery Support	0	14,561	0	14,561	0
<b>Total Local Revenue</b>	<b>3,433</b>	<b>32,867</b>	<b>64,000</b>	<b>(31,133)</b>	<b>51</b>
01 00.4700.00 000 Police-Fines,Citation	385	5,481	10,000	(4,519)	55
01 00.4703.00 000 Motor Vehicle Commision	3,474	31,773	60,000	(28,227)	53
01 00.4650.00 000 State Trooper Dispatch	0	6,250	7,200	(950)	87
01 00.4660.00 000 State Jail Contract Revenue	0	178,762	357,524	(178,762)	50
01 00.4661.00 000 State Jail Dental	0	133	0	133	0
01 00.4662.00 000 State Jail Prescription	0	61	0	61	0
01 00.4665.00 000 Klawock Dispatch	4,424	4,424	53,088	(48,664)	8
01 00.4670.00 000 Forest Service Dispatch	0	0	13,000	(13,000)	0
<b>Total Public Safety Funds</b>	<b>8,283</b>	<b>226,884</b>	<b>500,812</b>	<b>(273,928)</b>	<b>45</b>
01 00.4820.00 000 Interest Income (A/R)	83	646	1,000	(354)	65
01 00.4900.00 000 Misc Revenue	153	1,922	5,000	(3,078)	38
<b>Total Other Revenue</b>	<b>236</b>	<b>2,568</b>	<b>6,000</b>	<b>(3,432)</b>	<b>43</b>

<b>Total Revenues</b>	<b>\$ 19,844</b>	<b>\$ 2,456,833</b>	<b>\$ 3,262,812</b>	<b>\$ (805,980)</b>	<b>\$ 75</b>
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**City of Craig**  
**Revenue and Expense YTD & Budget**  
**December 31, 2020**

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
<b>Administration</b>				
Total Personnel Expenditures	151,616	0	151,616	332,164
Total Benefits Expenditures	37,052	0	37,052	118,350
Total Contract Expenditures	65,045	0	65,045	162,200
Total Travel & Expenditures	4,731	0	4,731	11,745
Total Materials Expenditures	15,387	0	15,387	9,500
Total Utilities Expenditures	7,215	0	7,215	16,850
Total Repairs & Maint	1,334	0	1,334	3,260
Total Other Expenditures	19,639	0	19,639	26,020
Total Capital & Debt Expenditures	<u>4,178</u>	<u>0</u>	<u>4,178</u>	<u>8,000</u>
Total Expenditures	<u>\$ 306,197</u>	<u>\$ 0</u>	<u>\$ 306,197</u>	<u>\$ 688,089</u>
Excess Revenue Over (Under)	<u>\$ (306,197)</u>	<u>\$ 0</u>	<u>\$ (306,197)</u>	<u>\$ (688,089)</u>

<b>Council</b>				
Total Personnel Expenditures	8,016	0	8,016	13,520
Total Benefits Expenditures	2,514	0	2,514	16,612
Total Contract Expenditures	650	0	650	950
Total Travel & Expenditures	0	0	0	2,050
Total Materials Expenditures	0	0	0	0
Total Utilities Expenditures	0	0	0	0
Total Repairs & Maint	0	0	0	0
Total Other Expenditures	0	0	0	220
Total Capital & Debt Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$ 11,180</u>	<u>\$ 0</u>	<u>\$ 11,180</u>	<u>\$ 33,352</u>
Excess Revenue Over (Under)	<u>\$ (11,180)</u>	<u>\$ 0</u>	<u>\$ (11,180)</u>	<u>\$ (33,352)</u>

<b>Planning</b>				
Total Revenues	\$ 107,624	\$ 0	\$ 107,624	\$ 0
Total Personnel Expenditures	39,040	0	39,040	47,046
Total Benefits Expenditures	11,012	0	11,012	17,694
Total Contract Expenditures	380,045	0	380,045	6,500
Total Travel & Expenditures	5,055	0	5,055	0
Total Materials Expenditures	45,138	9,600	54,738	1,000
Total Utilities Expenditures	0	0	0	0
Total Repairs & Maint	0	0	0	500
Total Other Expenditures	429,270	0	429,270	1,015
Total Capital & Debt Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>\$ 909,560</u>	<u>\$ 9,600</u>	<u>\$ 919,160</u>	<u>\$ 73,755</u>
Excess Revenue Over (Under)	<u>\$ (801,936)</u>	<u>\$ (9,600)</u>	<u>\$ (811,536)</u>	<u>\$ (73,755)</u>

<b>Parks &amp; Facilities</b>				
Total Personnel Expenditures	67,916	0	67,916	137,652
Total Benefits Expenditures	24,215	0	24,215	67,197
Total Contract Expenditures	22,533	11,623	34,155	5,100
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	19,217	18,405	37,622	17,000
Total Utilities Expenditures	8,577	0	8,577	16,000

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**City of Craig**  
**Revenue and Expense YTD & Budget**  
**December 31, 2020**

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Total Repairs & Maint	2,636	0	2,636	15,000
Total Other Expenditures	0	0	0	11,968
Total Capital & Debt Expenditures	<u>2,421</u>	<u>0</u>	<u>2,421</u>	<u>26,000</u>
Total Expenditures	<u>\$ 147,515</u>	<u>\$ 30,028</u>	<u>\$ 177,542</u>	<u>\$ 295,917</u>
Excess Revenue Over (Under)	<u>\$ (147,515)</u>	<u>\$ (30,028)</u>	<u>\$ (177,542)</u>	<u>\$ (295,917)</u>

Public Works

Total Personnel Expenditures	84,094	0	84,094	162,044
Total Benefits Expenditures	38,599	0	38,599	103,569
Total Contract Expenditures	38,075	(6,498)	31,577	720
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	37,776	18,015	55,791	27,350
Total Utilities Expenditures	7,897	0	7,897	14,900
Total Repairs & Maint	53,672	12,873	66,545	68,200
Total Other Expenditures	595	0	595	7,798
Total Capital & Debt Expenditures	<u>0</u>	<u>51,019</u>	<u>51,019</u>	<u>58,000</u>
Total Expenditures	<u>\$ 260,708</u>	<u>\$ 75,409</u>	<u>\$ 336,117</u>	<u>\$ 442,581</u>
Excess Revenue Over (Under)	<u>\$ (260,708)</u>	<u>\$ (75,409)</u>	<u>\$ (336,117)</u>	<u>\$ (442,581)</u>

Police

Total Personnel Expenditures	321,877	0	321,877	589,296
Total Benefits Expenditures	131,393	988	132,382	336,473
Total Contract Expenditures	2,480	0	2,480	7,020
Total Travel & Expenditures	1,341	681	2,022	3,000
Total Materials Expenditures	22,866	11,345	34,210	47,500
Total Utilities Expenditures	9,116	0	9,116	27,000
Total Repairs & Maint	57	0	57	0
Total Other Expenditures	2,370	79	2,449	31,614
Total Capital & Debt Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>15,000</u>
Total Expenditures	<u>\$ 491,500</u>	<u>\$ 13,093</u>	<u>\$ 504,593</u>	<u>\$ 1,056,903</u>
Excess Revenue Over (Under)	<u>\$ (491,500)</u>	<u>\$ (13,093)</u>	<u>\$ (504,593)</u>	<u>\$ (1,056,903)</u>

EMS

Total Revenues	\$ 50	\$ 0	\$ 50	\$ 0
Total Personnel Expenditures	57,070	0	57,070	152,636
Total Benefits Expenditures	15,613	0	15,613	60,157
Total Contract Expenditures	1,080	0	1,080	4,845
Total Travel & Expenditures	1,192	350	1,542	7,400
Total Materials Expenditures	3,077	0	3,077	18,650
Total Utilities Expenditures	3,352	0	3,352	4,900
Total Repairs & Maint	0	0	0	0
Total Other Expenditures	0	0	0	6,351
Total Capital & Debt Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,200</u>
Total Expenditures	<u>\$ 81,384</u>	<u>\$ 350</u>	<u>\$ 81,734</u>	<u>\$ 257,139</u>
Excess Revenue Over (Under)	<u>\$ (81,334)</u>	<u>\$ (350)</u>	<u>\$ (81,684)</u>	<u>\$ (257,139)</u>

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**City of Craig**  
**Revenue and Expense YTD & Budget**  
**December 31, 2020**

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
<b>Fire Department</b>				
Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	(400)	0	(400)	4,186
Total Contract Expenditures	12,510	0	12,510	5,400
Total Travel & Expenditures	842	0	842	2,700
Total Materials Expenditures	428	0	428	2,600
Total Utilities Expenditures	1,047	0	1,047	5,900
Total Repairs & Maint	367	0	367	1,000
Total Other Expenditures	510	0	510	4,827
Total Capital & Debt Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,000</u>
Total Expenditures	<u>\$ 15,304</u>	<u>\$ 0</u>	<u>\$ 15,304</u>	<u>\$ 30,613</u>
Excess Revenue Over (Under)	<u>\$ (15,304)</u>	<u>\$ 0</u>	<u>\$ (15,304)</u>	<u>\$ (30,613)</u>

<b>Library</b>				
Total Revenues	\$ 17,000	\$ 0	\$ 17,000	\$ 0
Total Personnel Expenditures	32,813	0	32,813	64,129
Total Benefits Expenditures	15,347	0	15,347	35,410
Total Contract Expenditures	2,520	(1,195)	1,325	2,900
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	15,223	(1,565)	13,660	7,000
Total Utilities Expenditures	1,481	0	1,481	10,600
Total Repairs & Maint	0	0	0	1,000
Total Other Expenditures	372	(22)	349	1,750
Total Capital & Debt Expenditures	<u>1,450</u>	<u>0</u>	<u>1,450</u>	<u>1,300</u>
Total Expenditures	<u>\$ 69,206</u>	<u>\$ (2,782)</u>	<u>\$ 66,425</u>	<u>\$ 124,089</u>
Excess Revenue Over (Under)	<u>\$ (52,206)</u>	<u>\$ 2,782</u>	<u>\$ (49,425)</u>	<u>\$ (124,089)</u>

<b>Recreation</b>				
Total Personnel Expenditures	21,418	0	21,418	54,963
Total Benefits Expenditures	9,804	0	9,804	24,744
Total Contract Expenditures	1,090	0	1,090	3,600
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	468	0	468	1,050
Total Utilities Expenditures	4,611	0	4,611	13,000
Total Repairs & Maint	0	0	0	500
Total Other Expenditures	25	0	25	5,130
Total Capital & Debt Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>800</u>
Total Expenditures	<u>\$ 37,416</u>	<u>\$ 0</u>	<u>\$ 37,416</u>	<u>\$ 103,787</u>
Excess Revenue Over (Under)	<u>\$ (37,416)</u>	<u>\$ 0</u>	<u>\$ (37,416)</u>	<u>\$ (103,787)</u>

<b>Aquatic Center</b>				
Total Personnel Expenditures	57,458	0	57,458	166,594
Total Benefits Expenditures	33,926	0	33,926	121,997
Total Contract Expenditures	238,032	0	238,032	6,400
Total Travel & Expenditures	76	0	76	10,780
Total Materials Expenditures	12,213	2,372	14,585	23,800
Total Utilities Expenditures	43,680	0	43,680	126,000

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**City of Craig**  
**Revenue and Expense YTD & Budget**  
**December 31, 2020**

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Total Repairs & Maint	2,330	0	2,330	7,097
Total Other Expenditures	25	0	25	11,800
Total Capital & Debt Expenditures	<u>107,051</u>	<u>2,600</u>	<u>109,651</u>	<u>144,820</u>
Total Expenditures	<u>\$ 494,791</u>	<u>\$ 4,972</u>	<u>\$ 499,763</u>	<u>\$ 619,288</u>
Excess Revenue Over (Under)	<u>\$ (494,791)</u>	<u>\$ (4,972)</u>	<u>\$ (499,763)</u>	<u>\$ (619,288)</u>

<b>Sewer</b>				
Total Revenues	\$ 146,431	\$ 0	\$ 146,431	\$ 296,341
Total Personnel Expenditures	44,052	0	44,052	80,999
Total Benefits Expenditures	20,162	0	20,162	46,940
Total Contract Expenditures	3,145	(635)	2,510	7,800
Total Travel & Expenditures	0	0	0	1,280
Total Materials Expenditures	10,151	0	10,151	8,200
Total Utilities Expenditures	19,272	0	19,272	49,400
Total Repairs & Maint	558	0	558	4,000
Total Other Expenditures	10	0	10	5,450
Total Capital & Debt Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>34,000</u>
Total Expenditures	<u>\$ 97,350</u>	<u>\$ (635)</u>	<u>\$ 96,715</u>	<u>\$ 238,069</u>
Excess Revenue Over (Under)	<u>\$ 49,081</u>	<u>\$ 635</u>	<u>\$ 49,716</u>	<u>\$ 58,272</u>

<b>Water</b>				
Total Revenues	\$ 152,848	\$ 0	\$ 152,848	\$ 333,162
Total Personnel Expenditures	72,743	0	72,743	137,561
Total Benefits Expenditures	29,216	0	29,216	78,941
Total Contract Expenditures	3,934	0	3,934	10,000
Total Travel & Expenditures	434	(845)	(411)	3,935
Total Materials Expenditures	40,845	9,631	50,476	62,400
Total Utilities Expenditures	22,757	0	22,757	57,400
Total Repairs & Maint	0	0	0	10,000
Total Other Expenditures	0	0	0	12,850
Total Capital & Debt Expenditures	<u>121,412</u>	<u>0</u>	<u>121,412</u>	<u>108,390</u>
Total Expenditures	<u>\$ 291,341</u>	<u>\$ 8,786</u>	<u>\$ 300,127</u>	<u>\$ 481,477</u>
Excess Revenue Over (Under)	<u>\$ (138,493)</u>	<u>\$ (8,786)</u>	<u>\$ (147,279)</u>	<u>\$ (148,315)</u>

Other Fund Sources	0	44,070	44,070	0
Other Funding Sources/Outflows	0	44,070	44,070	0

<b>Garbage</b>				
Total Revenues	\$ 148,909	\$ 0	\$ 148,909	\$ 316,787
Total Personnel Expenditures	25,525	0	25,525	39,149
Total Benefits Expenditures	14,438	0	14,438	35,657
Total Contract Expenditures	87,389	0	87,389	211,500
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	8,448	(1,486)	6,962	9,300
Total Utilities Expenditures	155	0	155	500
Total Repairs & Maint	0	0	0	7,500
Total Other Expenditures	0	0	0	3,500
Total Capital & Debt Expenditures	0	0	0	4,000

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**City of Craig**  
**Revenue and Expense YTD & Budget**  
**December 31, 2020**

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Total Expenditures	\$ 135,955	\$ (1,486)	\$ 134,469	\$ 311,106
Excess Revenue Over (Under)	<u>\$ 12,954</u>	<u>\$ 1,486</u>	<u>\$ 14,440</u>	<u>\$ 5,681</u>
<b>Harbor</b>				
Total Revenues	\$ 215,400	\$ 0	\$ 215,400	\$ 270,500
Total Personnel Expenditures	66,191	0	66,191	149,801
Total Benefits Expenditures	24,974	0	24,974	74,001
Total Contract Expenditures	0	0	0	900
Total Travel & Expenditures	185	0	185	2,100
Total Materials Expenditures	6,737	328	7,066	10,400
Total Utilities Expenditures	11,932	0	11,932	44,592
Total Repairs & Maint	5,010	1,928	6,939	17,000
Total Other Expenditures	12,057	0	12,057	35,000
Total Capital & Debt Expenditures	<u>1,398</u>	<u>0</u>	<u>1,398</u>	<u>1,500</u>
Total Expenditures	<u>\$ 128,484</u>	<u>\$ 2,256</u>	<u>\$ 130,742</u>	<u>\$ 335,294</u>
Excess Revenue Over (Under)	<u>\$ 86,916</u>	<u>\$ (2,256)</u>	<u>\$ 84,658</u>	<u>\$ (64,794)</u>
<b>JTB Industrail Park</b>				
Total Revenues	\$ 497,875	\$ 0	\$ 497,875	\$ 417,589
Total Personnel Expenditures	61,960	0	61,960	93,961
Total Benefits Expenditures	14,666	0	14,666	37,595
Total Contract Expenditures	0	0	0	1,900
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	1,583	0	1,583	6,500
Total Utilities Expenditures	27,245	0	27,245	53,336
Total Repairs & Maint	2,083	859	2,941	3,300
Total Other Expenditures	12	0	12	12,300
Total Capital & Debt Expenditures	<u>600</u>	<u>0</u>	<u>600</u>	<u>0</u>
Total Expenditures	<u>\$ 108,149</u>	<u>\$ 859</u>	<u>\$ 109,007</u>	<u>\$ 208,892</u>
Excess Revenue Over (Under)	<u>\$ 389,726</u>	<u>\$ (859)</u>	<u>\$ 388,868</u>	<u>\$ 208,697</u>
Other Fund Sources	(5)	0	(5)	0
Other Funding Sources/Outflows	(5)	0	(5)	0
<b>Ward Cove Cannery</b>				
Total Revenues	\$ 2,862	\$ 0	\$ 2,862	\$ 7,000
Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	0	0	0	0
Total Contract Expenditures	0	0	0	0
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	55	0	55	200
Total Utilities Expenditures	1,173	0	1,173	1,600
Total Repairs & Maint	809	357	1,166	1,000
Total Other Expenditures	0	0	0	1,020
Total Capital & Debt Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000</u>
Total Expenditures	<u>\$ 2,037</u>	<u>\$ 357</u>	<u>\$ 2,394</u>	<u>\$ 4,820</u>
Excess Revenue Over (Under)	<u>\$ 825</u>	<u>\$ (357)</u>	<u>\$ 468</u>	<u>\$ 2,180</u>

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**City of Craig**  
**Revenue and Expense YTD & Budget**  
**December 31, 2020**

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
PSN Hatchery				
Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	0	0	0	0
Total Contract Expenditures	6,907	0	6,907	0
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	0	0	0	0
Total Utilities Expenditures	139	0	139	0
Total Repairs & Maint	0	0	0	0
Total Other Expenditures	0	0	0	0
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ 7,046</u>	<u>\$ 0</u>	<u>\$ 7,046</u>	<u>\$ 0</u>
Excess Revenue Over (Under)	<u>\$ (7,046)</u>	<u>\$ 0</u>	<u>\$ (7,046)</u>	<u>\$ 0</u>

Special Revenue

Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	0	0	0	0
Total Contract Expenditures	70,698	0	70,698	0
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	0	0	0	0
Total Utilities Expenditures	0	0	0	0
Total Repairs & Maint	0	0	0	0
Total Other Expenditures	0	0	0	0
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ 70,698</u>	<u>\$ 0</u>	<u>\$ 70,698</u>	<u>\$ 0</u>
Excess Revenue Over (Under)	<u>\$ (70,698)</u>	<u>\$ 0</u>	<u>\$ (70,698)</u>	<u>\$ 0</u>

GF Revenue

Total Revenues	\$ 2,533,082	\$ 0	\$ 2,533,082	\$ 3,262,812
Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	0	0	0	0
Total Contract Expenditures	0	0	0	0
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	0	0	0	0
Total Utilities Expenditures	0	0	0	0
Total Repairs & Maint	0	0	0	0
Total Other Expenditures	0	0	0	0
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Excess Revenue Over (Under)	<u>\$ 2,533,082</u>	<u>\$ 0</u>	<u>\$ 2,533,082</u>	<u>\$ 3,262,812</u>

Inter Governmental Transfers

Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	0	0	0	0
Total Contract Expenditures	0	0	0	0
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	0	0	0	0

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**City of Craig**  
**Revenue and Expense YTD & Budget**  
**December 31, 2020**

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Total Utilities Expenditures	0	0	0	0
Total Repairs & Maint	0	0	0	0
Total Other Expenditures	0	0	0	0
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Excess Revenue Over (Under)	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Other Fund Sources	715	0	715	0
Other Funding Sources/Outflows	715	0	715	0
PSN Road Maintenance Fee				
Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	0	0	0	0
Total Contract Expenditures	(87)	0	(87)	0
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	0	0	0	0
Total Utilities Expenditures	0	0	0	0
Total Repairs & Maint	0	0	0	0
Total Other Expenditures	0	0	0	0
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ (87)</u>	<u>\$ 0</u>	<u>\$ (87)</u>	<u>\$ 0</u>
Excess Revenue Over (Under)	<u>\$ 87</u>	<u>\$ 0</u>	<u>\$ 87</u>	<u>\$ 0</u>



City Of Craig  
Memorandum

To: Mayor Tim O'Conner and Craig City Council  
From: Jessica Holloway, Aquatic Manager  
Re: December 2020/January 2021 Report  
Date: December 28, 2020

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Basin repair Update:

The basin project has been underway since November 30. The plan was to reopen the facility on or around January 11, 2021. Last week the plaster contractor requested that the new concrete for the gutters cure for a full 28 days before they patch the plaster. This will push the fill date by a week. Right now, I am looking at filling the pool on or about 15 January. If we fill on the 15<sup>th</sup> I would like to plan to reopen the pool on or about 25 January. This will give the pool time to heat and balance as well as give me a chance to get some much-needed training time in with the current staff and the new hires. This also gives time for the pool to be vacuumed and cleaned so it will be presentable to the public. Training time is a definite need due to how long we have been out of the water.

New Programs:

“Family Swim”

I would like to start a “Family Swim “Night. This would be on a Thursday when we are normally slower during open swim. This would not be considered an “Open Swim” this would be a time for families to come and have time in the water with each other. Open swim is open to anyone; this again would only be open to families. I would also like to offer this swim at a reduced rate. I have been told and heard that our rates are a little high for a family of 4 to come swimming on an normal open swim day. I propose that we lower the rate on “Family Swim “night to Adults \$3.00 and children \$2.00. This would be for the pool only. If a family member would like to use the hot tub, sauna, or fitness room they would have to pay the full admittance fee. I think by lowering the cost for a family to swim we may see more families coming in together rather than just dropping the kiddos off to play.

“Teen Swim”

I am still working on this one. I would like to do this on a Friday night from 7:30pm- 8:30 pm. This swim would be for the ages of 14- 19. I would also like to lower the hot tub temperature during this time to allow kids between 16 and 18 to be able to use it. Currently the hot tub temperature is 104 degrees. By lowering it to 99 degrees this allows younger people to be able to use it without a waiver or liability to the Aquatic Center. Again, this is not something that I prepared to do upon reopening but this is something that I would like to start doing in the near future.

Promotional Deals:

Due to our recent closure due to the repair of the basin and COVID-19, I would like to offer a 10% discount on our 1 month, 3month, 6month, and 1 year passes. I would like to offer this discount for the first month that we are open. Currently residents of Craig already receive a 5% discount on passes. This would be changed to 15% for the month and outside residents would be offered the 10% discount. I believe that offering this extra little discount to patrons would most likely encourage people to buy

**Return to Top**

passes. Most people that buy passes feel that need to use them since they are paid for, which in turn brings people in to use the facility. I would like to only offer this discount to the longer-term passes and not the punch passes. Punch passes already have a discount in them and if a Craig resident purchases them there is another 5% discount added to them.

We have seen a severe decline in patron usage due to the COVID-19 pandemic and I would love to see more people using the facility. I feel that with a lower pass price for a short amount of time may help with this.

#### Staffing:

The Aquatic Center is currently recruiting a full time Lifeguard II position. We currently only have two full time employees, myself and Lewis House. Ethan Dill and Marianna Ensign are part time employees and I have hired two others for part time positions. Cooper House and Jerimiah McCoy will be joining our team when we reopen. We can make do with the employees that we have right now but having the third position filled would be incredibly helpful. We have not had any recent applicants for the Coach position lately. This is something I am still currently working with the swim team to rectify.

#### Swim Lessons:

I would like to get swim lessons back up and running by the end of February. I am not wholly comfortable with this due to the pandemic but I also feel this is a program that needs to continue. With that in mind, I will only be allowing 3-5 students at a time in the water with staff or myself. This may mean that I will have to offer more lessons but I feel the safety of myself and of my staff and of the kids are important and this will allow for a lot less contact than with 10 kids.

If you have, any questions or comments please feel free to email me at [pool@craigak.com](mailto:pool@craigak.com)

## **CITY OF CRAIG MEMORANDUM**

To: Craig City Council  
From: Brian Templin, City Planner  
Date: January 14, 2021  
RE: Planner Staff Report

---

### Area COVID-19 Cases and Information

As of January 10, 2021, there have been a cumulative total of 39 positive cases on Prince of Wales:

- Resident Cases: 34
- Non-Resident Cases: 5
- Currently Active Cases: 0
- Recovered Cases: 39
- Cases in the Past 14 Days: 1
- Cases in the Past 10 Days: 1

Craig had three positive cases reported between December 12<sup>th</sup> and December 21<sup>st</sup>. All three cases have since recovered. We have continued to work to keep the public informed of actual Craig cases and Public Health at the local level has been great working to get these cases corrected. Our local Public Health Nurses have done a great job providing current information on POW cases on the 1-888-894-1321 hotline. EOC staff here have worked to keep the public informed on correct case counts. Public Health and the POW Health Network have been publishing data at least weekly on Facebook regarding current case numbers.

SEARHC has been active in distributing both Pfizer and Moderna vaccines based on the CDC and State of Alaska criteria. As of a public meeting on Wednesday, January 13<sup>th</sup> they had vaccinated about 700 people. People are encouraged to sign up for vaccine at [www.covid19.searhc.org](http://www.covid19.searhc.org). The system will place people who sign up into the property phase/tier and SEARHC will contact them when an appointment is available for them. At the Chamber of Commerce virtual public meeting on January 13<sup>th</sup> both SEARHC and Public Health provided great information on the vaccination process.

City facilities generally reopened to the public on January 6<sup>th</sup>. Staff has recently developed a short policy to help us make determinations on when we should close or reopen to the public based on general threat level, overall case counts, and risk level of cases. A copy of the adopted policy is attached.

### State Health Orders and Craig City Actions

The current state disaster declaration expires on January 15<sup>th</sup> and the legislature will not start session until January 19<sup>th</sup>. As of the statewide emergency manager's teleconference on January 13<sup>th</sup> there was no information available about whether the Governor intended to issue a new declaration for the interim.

The state has continued to update some of the previous mandates that were issued. The current mandates can be found at [www.covid19.alaska.gov](http://www.covid19.alaska.gov). Staff will continue to keep track of the state disaster declaration process and associated Health Orders and Mandates.

### Incident Management Team Current Priorities and Actions

- Working with the State and Federal Highways on a disaster declaration and disaster funding for the October 25 – November 2 slides.
- Continuing to work with Public Health to provide daily (Monday – Friday) updates to the POW Hotline regarding case counts and information. The hotline can be called at 1-888-894-1321.
- We will continue to work with SEARHC and Public Health on promoting vaccine distribution where we can assist them. There are a few things to keep in mind regarding current vaccinations:
  - Supplies are limited, but steady.
  - People are being asked to sign up online for vaccinations.
  - Limited distribution (front line workers, essential services, high risk by age or comorbidity, etc.) are currently receiving vaccine.
  - General distribution of vaccine (persons 16 – 50 years of age will likely occur in the first half of 2021.
  - Both of the vaccines being distributed require two doses in order to be effective.
  - There is not enough information yet to determine the length of immunity from COVID-19 for people who have already been infected, or for people who receive vaccines. There are some studies suggesting that vaccinated persons may still be asymptomatic carriers of COVID-19. Currently the state is not changing travel or other policies for vaccinated persons. CDC is continuing to recommend face coverings, social distancing, and other mitigation measures even for people who have received the vaccine.
  - Currently SEARHC is the only agency on POW providing vaccines. Public Health, PeaceHealth, and the pharmacy may provide vaccines in later phases/tiers.

### Agency Coordination Meetings

Staff continues to meet regularly with other agencies and working groups. Regular meetings include:

- Craig EOC Incident Management Team meetings every two weeks
- Prince of Wales Medical Stakeholder meetings every two weeks
- Weekly meetings between Alaska DHSS and DHS&EM staff and community emergency managers
- Regular check-in meetings with Public Health and individual incident management team members as needed.
- Monthly meeting with POWCAC

### CARES Act Funding

We have been hard at work closing out CARES funded programs. All funds have been used by the original deadline of December 30, 2020. In legislation passed in late December the use of CARES Act funding was extended until September 30, 2021, but all funds for Craig have been expended. A memo is included in the January 21<sup>st</sup> meeting packet with additional information.

## City of Craig COVID-19 Closure/Reopening Policy

In order to better protect city employees and the public from COVID-19 the City of Craig will enact city facility closures and openings based on current case information and risk.

**Closures.** The city recognizes that while more cases usually generate a higher risk, it is not always the case. The city will use the State of Alaska COVID-19 Alert Level for Southern Southeast Alaska as a general basis but may enact closures if there is a higher level of local risk or may open facilities if the local risk is generally low.

**The City of Craig will consider closures of city facilities if any of the following conditions are met:**

- **The Alaska COVID-19 Alert Level for Southern Southeast Alaska is listed as HIGH (greater than 10 cases per 100,000 population).**
- **There are high-risk cases in Craig (i.e., community spread, large number of close contacts, etc.).**
- **There is an apparent outbreak of cases on Prince of Wales (i.e., multiple communities, growing case numbers, cases listed as community spread, etc.).**
- **The Governor or DHSS recommends general closures.**
- **Other relevant risk factors.**

The city may choose to close or limit access to all facilities, to close or limit access to some facilities, or to limit certain types of access or activity that is considered higher risk.

**Opening.** The city will reopen facilities and provide as much access to the public and regular activities as soon as possible after closures. The city will consider the Alaska COVID-19 Alert Level for Southern Southeast Alaska and other local risk factors. Staff will evaluate not only the regional data, but local risk factors will determine when and what facilities to reopen.

**The City of Craig will consider reopening city facilities based on the following information:**

- **The Alaska COVID-19 Alert Level for Southern Southeast Alaska moves from HIGH to INTERMEDIATE or LOW.**
- **There are no high-risk cases in Craig.**
- **There are limited/no cases on Prince of Wales that point to a potential outbreak.**
- **Enough time has passed for close contacts of high-risk cases to complete their quarantine (this is generally 7 – 14 days after active cases are classified as recovered).**
- **Other relevant risk factors.**

The city will consider opening some or all facilities and may limit certain high-risk activities even when facilities are reopened.

The City Administrator is responsible for making closure and reopening decisions on an ongoing basis with input from the city's COVID-19 Response Incident Commander, Public

Health, and other staff members. All decisions are subject to review by the Craig City Council.

Starting at noon on January 6, 2021 City facilities will generally be open to in-person services.

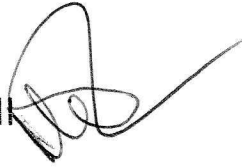
- Craig City Hall will be open to the public during normal business hours Monday – Friday from 8:00 am to 5:00 pm.
- Craig Harbormaster’s Office will be generally closed to the public until January 18<sup>th</sup>.
- Craig Public Works and Parks and Facilities offices will be open to the public.
- Craig Aquatic Center and Fitness Room will continue to be closed to the public due to construction and will reopen on or about January 25<sup>th</sup>. More information regarding the open hours and schedule will be provided closer to the opening date.
- Craig Gym and Recreation Center will be open to the public for regular scheduled organized activities. These facilities will not be open for open gym sports activities or for rentals at this time.
- Craig Library will be open to limited in-person services by appointment only. The library will still provide curbside pickup and online services.
- DMV will be available BY APPOINTMENT ONLY on Wednesdays and Fridays from 10:00 am to 2:00 pm. You may still drop off DMV items at the dispatch counter.
- Craig EMS office will be open to the public.

Social distancing and face covering protocols apply while in city facilities.

Craig EMS

January 2021 Council Report

Minnie Ellison, EMS Coordinator II



EMS for 2020:

Total Runs:     176     Total responses:     424    

- \* Ken passed his EMT I class! He will continue riding along with an experienced EMT for a little while longer.
- \* Madison is currently working on her certification(s) as well as picking up some of the office responsibilities
- \* Tsai has been responding as an ETT/ Driver.
- \* Our team has been receiving and getting their continued education requirements done.
- \* Trainings are cautiously scheduled around COVID doing here, in Craig and Klawock.
- \* Five of our squad members received their first COVID 19 immunization. We will receive our second ones in January.
- \* All members are scheduled and responding except one.  
(Beccy will back up/ cover during the day when she is in town).
- \*







To: Craig City Council

From: Hans Hjort, Harbor Master

Date: December 29, 2020

RE: January staff report

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## **Harbor department report January 2021**

The wood F/V Chaser has been hauled out and is currently being parted out. After the parts are sold off the vessel the harbor department will dispose of the vessel.

We seem to have fixed the false island dock lights at the boat launch. We found lots of chaffing in the wires. All of the chaffing problems have been repaired. We have found one light fixture that has been intermittently causing the circuit breaker to trip. We have disconnected this fixture and will replace it with a new one.

We continue to work on getting all of the harbor facilities pressure washed. Our pressure washer had a mechanical failure. The parts are ordered and on the way. We are almost done with north cove and south cove. We will be moving over to the floatplane dock next and taking care of it. We have also received complaints about the board walk at the Ward Cove property being slick. We will work on that as well when our pressure washer is back in service.

Last month while working on a finger float in North Cove we put together a list of hardware needed to repair the weak and wobbly finger floats. That hardware has arrived. We have installed some of it into the finger that was in such bad condition. We seem to have improved the stability of the finger float. We plan to work through the worst fingers first and go as far as we can before spring.

We have spent a lot of time cleaning the upper boat yard. All trash and old wood and scrap metal have been hauled away. All brush and small trees have been removed. All the trees in the back of the yard have been trimmed. We hope that by having the yard clean that others will also respect it and keep it clean. We will also be able to enforce proper boat yard practices if the yard is clean to start with.

I continue to work on creating a project list from the harbor condition assessment survey. I will be determining what projects to tackle first. I will also be working on cost estimates for the projects for next years budget.

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**12/1/2020-12/29/2020**

Volunteer Hours: 0  
Patron Visits: 0 (city facilities closed to the public)  
Circulation: 442  
Computer Usage: 0  
WiFi Usage: 71 unique visitors, 305 total visits  
Tests Proctored: 0  
Meetings: 0  
Story Times: 4 (Facebook) Attendance: N/A  
Inter-Library Loans: 40

With this year's IMLS grant that we received in partnership with the CTA, we purchased some new furniture for the kids area, and most of it has arrived! We now have a Lego building table, a rotating magazine stand that takes up much less space, and twelve "Wobble Chairs" which are stools designed to let kids fidget a bit and roll around without tipping themselves over. Now we are just waiting on four new matching tables which will make the space much easier to use.

Our Winter Reading Program ends on January 2<sup>nd</sup>, and we have 61 readers signed up! It took a while to get off the ground but I am very happy with the current level of participation. Everyone is eager to see who will be the top readers and who will win the raffle prizes. Having kids come to the door to turn in reading logs and pick small prizes has certainly become a highlight of my December.

Submitted by Angela Matthews, Library Director

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**CITY OF CRAIG  
MEMORANDUM**



**Date:** December 29, 2020  
**To:** Honorable Tim O'Connor, Craig City Council  
**Fr:** RJ Ely, Police Chief  
**Re:** Staff Report / December 2020 *RJ Ely*

---

**ACTIVITY**

Activity from November 30, 2020 through December 28, 2020 Dispatch Center took the following amount of calls for service.

Craig	861
Klawock	265
AST	12

**DEPARTMENT OF MOTOR VEHICLES**

Dispatcher / DMV Agent Holloway completed all required training, except CDL Training. This training will occur next year. She is now able to process all transactions, except CDL's.

After a long battle with DMV, I was able to get both Road Examiners re-certified and are now able to conduct Road Examinations for 2021.

**DISPATCHER(S)**

Susan Posey has completed training and is working solo.

**OFFICER(S)**

Fully staffed at present time.

Ofc. D. Connolly will attend re-cert academy in January 2021.

Off J. Connolly will attend the full academy, beginning end of February 2021.

**OTHER**

Have secured a one year subscription to Police One Academy, for all Officers for one year of training. There is close to 400 hours of APSC Approved Credited Training that is offered.

If all goes according to work, up to this point, January 15, 2021 I should acquire a 2015 Tahoe, that will replace one of our current expeditions. Am also looking for another Tahoe, to replace one of our vehicles that caught fire and is no longer usable.

CrossMatch Digital Fingerprinting System had software and hardware failures. After working with company, system not fixable and a new computer has been shipped. Once it arrives, it will be configured, set up and after working with AFIS/DPS we should be able to do digital prints. In the mean time all offices are obtaining ink prints.

I attended the 2020 Executive Development Conference, via Zoom. Was good training, good discussions and was worth attending.

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## CITY OF CRAIG MEMORANDUM



As we all know, Retired Chief Mark A. Habib passed away on December 8, 2020 in Washington. I reached out to AACOP / Alaska Association of Chiefs of Police, advised them of Habib passing and they completed the notice below; that was sent to all Police Departments in Alaska.



Chief Mark A. Habib

April 2007 - October 2011

Chief Habib came to Alaska in 1981 while serving in the Army. He started his law enforcement career with the Anchorage Police Department as a reserve officer in 1988 after leaving the military. In July 1988 he was hired by the Whittier Police Department, Alaska as a Patrol Officer and later as Sergeant. In 1992 Mark joined the City of Craig Police Department as a Patrol Officer and later as Sergeant until April 2007 when he was appointed as the Chief of Police. During his career, Mark has worked in patrol & investigations, drug enforcement, rescue diver, and served as a firearms instructor and armorer for the department. Chief Habib is a graduate of the 31st session of the Municipal Police Academy and has an advanced police and instructor certification with the Alaska Police Standards Council. Mark is a long time member of the Alaska Peace Officers Association and a member of the Alaska Association of Chiefs of Police, National Sheriffs Association, and National Association of Chiefs of Police. Our hearts and prayers go out to him and his family.

Chief Steve Dutra  
President AACOP

Director of APSC / Alaska Police Standards Council, Bob Griffiths also completed an advisement of Mark's passing and submitted that notice to all APSC Members.

It was my honor to travel to Washington, attend the funeral services and be able to represent the City of Craig and the Craig Police Department. On behalf of Mark's family and Tina's, they wished to express their gratitude to the City of Craig, City Council & Mayor for having me attend the services.

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## **CITY OF CRAIG MEMORANDUM**



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Update CrossMatch. AFIS no longer name for database, it's now ABIS and new CrossMatch computer arrived, set up, working for most part. There is ongoing issue with submitting digital prints, since DPS switched to ABIS. We can import data, do digital prints and print the card to be mailed. Working with ABIS & DPS to resolve this matter.

I attended the 2020 Executive Development Conference, via Zoom. Was good training, good discussions and was worth attending.

Network Printer for Dispatch Center decided not to work properly and am in process of replacing this item.



## CITY OF CRAIG MEMORANDUM



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## Craig Recreation Report to the Craig City Council, January 2021

Happy New Year! 2020 is finally behind us. The future is bright.

We started the year out with a New Years Day Clean up activity organized by Katrina Peavey and I. \*New Year's Day Community Clean-Up. This is the promo. Don't know how it turned out since this is being written before it happens.

Ring in the New Year by gathering one bag of trash in your neighborhood on January 1st from 12 noon to 4pm. In Craig, AK you can collect bags at North Cove Harbor from 12-12:30pm on the day. Alternatively, fill a bag from home and drop them off at the harbor dumpsters by 4pm.

Richard Trojan is also accepting aluminum for recycling at the car wash - please crush cans, separate foil and clean all other aluminum items. We encourage you to follow Covid-19 safety precautions by sticking to your bubble and keeping a safe distance with others 😊

Encourage friends near and far to get involved to help keep plastic out of entering our waterways. Most rural Alaskan communities don't have recycling facilities and if recycling is accepted, the carbon footprint of sending it to the Lower 48 states for processing is high. Preventing debris from entering our oceans, rivers, lakes and streams is one small step in the right direction. Check out these 100 tips for

reducing your plastic footprint to take a bigger step:



<https://bit.ly/2WLsy3Y>. Happy New year!

The youth center is being cleaned throughly in anticipation of reopening. We have shredded old documents from the start, 1978. Back then every paycheck had a social security number on it. Lots of shredding and feeding the fire at the burn pile. Samatha Wilson has been an awesome assistant. Hoping to have activities soon.

The gym is used sparingly. Civil Air Patrol, Craig Child Care Center and karate are the only activities at this time. Someone smashed in the bulletin board on the front door. I just do not get vandalism.

The Rec Report on KRBD has been a lot of fun over the holidays. Christmas Day we had Elders from around the island give greetings. Fred Hamilton Sr. was the star. On New Year's Day the Island Mayors, Tim O'Connor from CA, Don Nickerson from Klawock, Cindy Enfield from Thorne Bay, Sarah Yockey from Coffman Cove- and roller derby player, Anthony Christianson from Hydaburg and Richard Peterson from Tlinget and Haida and former and only ever

Wishing you all a wonderful 2021! Victoria Merritt, Craig Recreation.

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New Years Day  
clean up was a success!  
Next one February 6th!



Thanks to all  
who participated  
in the New Years  
Day Clean up!  
Katrina Peavey  
was the  
mastermind. Her  
mom Kathy  
donated prizes  
for participants.  
Lots of great  
people making a  
difference.



The weather was even nice!



Call 826-2575 for info!

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# Parks & Public Facilities

1/13/2021

## Staff Report – January 2021

To: Craig Mayor and City Council

From: Douglas Ward

Current Projects Underway:

1. Installation of touchless fixtures in city buildings.
2. Oil soaked sawdust bagging.
3. Install new door on Police Department building.
4. Old shelter removal from Sandy Beach. Shelter has been dropped to the ground.
5. Road upgrade on entrance to Ralph James Picnic Shelter.
6. Door openers at fire hall.
7. Ventilation for new mechanical room at Pool.
8. Motor replacement AHU-1 fan at Aquatic Center.

Completed Items:

1. Move chemical injection station at Pool.
2. Replace ID fan on Woodboiler.
3. Painting Mechanical rooms at PD building, and City Gym.
4. Day to day service calls

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

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# CITY OF CRAIG - SCHOOL FUNDS-Public/Government

## Account Statement - Period Ending 11/30/2020



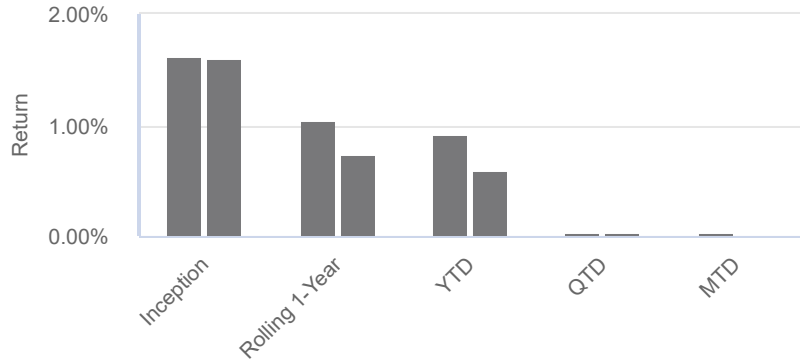
### Account Activity

Portfolio Value on 11/1/2020	\$3,104,422.00
Beginning Bond Accrual	\$4,042.12
Contributions	\$0.00
Withdrawals	\$0.00
Change in Market Value	-\$288.21
Dividends and Interest	\$181.73
Portfolio Value on 11/30/2020	<b>\$3,104,315.52</b>
Ending Bond Accrual	\$4,627.03

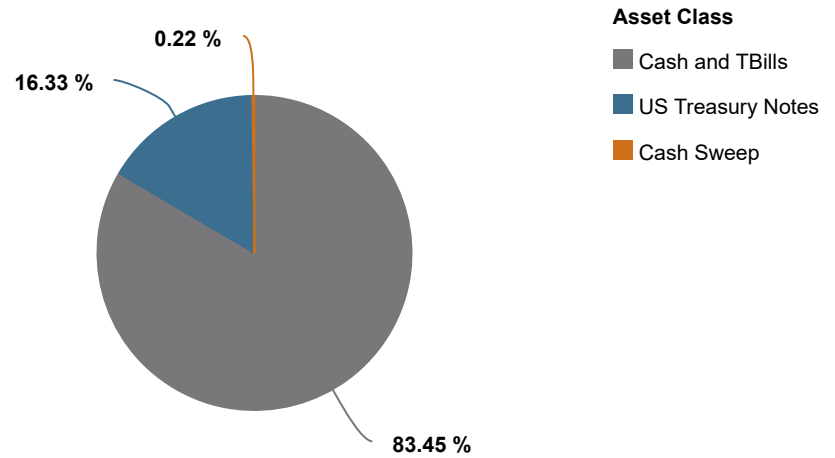
### Management Team

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	1.60 %	1.03 %	0.90 %	0.03 %	0.02 %
Strategic Benchmark	1.58 %	0.72 %	0.57 %	0.02 %	0.01 %

Performance is Annualized for Periods Greater than One Year.

**Fixed Income Statistics**  
 Average Quality: AAA      Yield to Maturity: 0.08%      Average Maturity: 0.36 Yrs

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

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## Portfolio Appraisal

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Accrued Interest	Percent of Assets
<b>U.S. Fixed Income</b>							
<b>US Treasury Notes</b>							
490,000.00	US Treasury Note 2.50% 1/15/2022	9128285V8	\$502,967.07	\$1.03	\$503,122.20	\$4,627.03	
			<b>\$502,967.07</b>		<b>\$503,122.20</b>	<b>\$4,627.03</b>	<b>16.33 %</b>
<b>Cash</b>							
<b>Cash and TBills</b>							
570,000.00	US Treasury Bill 0.00% 12/17/2020	9127963K3	\$569,571.54	\$1.00	\$569,982.90	\$0.00	
200,000.00	US Treasury Bill 0.00% 1/14/2021	9127963U1	\$199,877.32	\$1.00	\$199,982.00	\$0.00	
340,000.00	US Treasury Bill 0.00% 1/19/2021	912796A74	\$339,851.46	\$1.00	\$339,966.00	\$0.00	
560,000.00	US Treasury Bill 0.00% 2/25/2021	912796XE4	\$559,689.89	\$1.00	\$559,882.40	\$0.00	
435,000.00	US Treasury Bill 0.00% 3/25/2021	9127962F5	\$434,785.32	\$1.00	\$434,870.81	\$0.00	
490,000.00	US Treasury Bill 0.00% 4/22/2021	9127962Q1	\$489,729.82	\$1.00	\$489,823.60	\$0.00	
<b>Cash Sweep</b>							
6,685.61	Schwab Bank Sweep	SchwabCash	\$6,685.61	\$1.00	\$6,685.61	\$0.00	
			<b>\$2,600,190.96</b>		<b>\$2,601,193.32</b>	<b>\$0.00</b>	<b>83.67 %</b>
<b>Total Portfolio</b>			<b>\$3,103,158.03</b>		<b>\$3,104,315.52</b>	<b>\$4,627.03</b>	<b>100.00 %</b>

## Transaction Summary From 11/1/2020 - 11/30/2020

Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>Buy Exchange</b>				
11/15/2020	11/16/2020	Schwab Bank Sweep	500,000.00	\$ 500,000.00
11/17/2020	11/18/2020	US Treasury Note 2.50% 1/15/2022	490,014.60	\$ 503,374.85
			<b>Buy Exchange Total:</b>	<b>\$ 1,003,374.85</b>
<b>Sell Exchange</b>				
11/15/2020	11/16/2020	US Treasury Note 1.75% 11/15/2020	-500,000.00	-\$ 500,000.00
11/17/2020	11/18/2020	Schwab Bank Sweep	-503,374.85	-\$ 503,374.85
			<b>Sell Exchange Total:</b>	<b>-\$ 1,003,374.85</b>
<b>Dividends and Interest</b>				
11/15/2020	11/16/2020	US Treasury Note 1.75% 11/15/2020	0.00	\$ 4,375.00
11/17/2020	11/18/2020	US Treasury Note 2.50% 1/15/2022	0.00	-\$ 4,194.29
			<b>Dividends and Interest Total:</b>	<b>\$ 180.71</b>
<b>Dividend Interest Reinvested</b>				
11/15/2020	11/15/2020	Schwab Bank Sweep	1.02	\$ 1.02
			<b>Dividend Interest Reinvested Total:</b>	<b>\$ 1.02</b>
<b>Exchange and Other Trade Fees</b>				
11/17/2020	11/18/2020	US Treasury Note 2.50% 1/15/2022	-14.60	-\$ 15.00
			<b>Exchange and Other Trade Fees Total:</b>	<b>-\$ 15.00</b>

Realized Gain/Loss

# CITY OF CRAIG-Public/Government

## Account Statement - Period Ending 11/30/2020



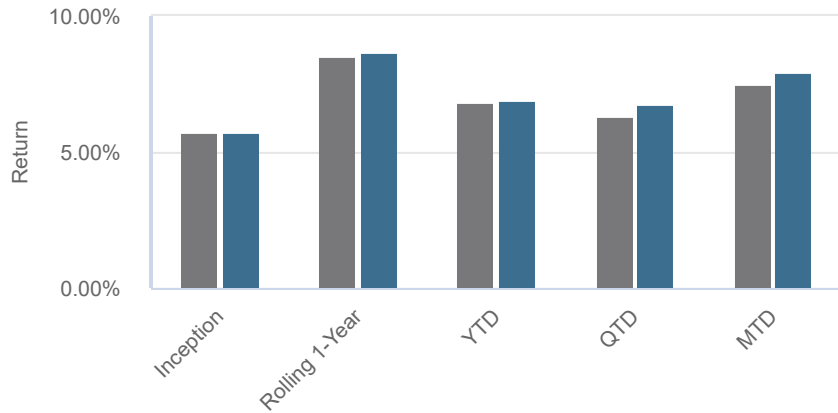
### Account Activity

Portfolio Value on 11/1/2020	\$13,116,677.32
Contributions	\$0.00
Withdrawals	\$0.00
Change in Market Value	\$969,439.98
Dividends and Interest	\$9,309.94
Portfolio Value on 11/30/2020	<b>\$14,091,945.92</b>

### Management Team

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

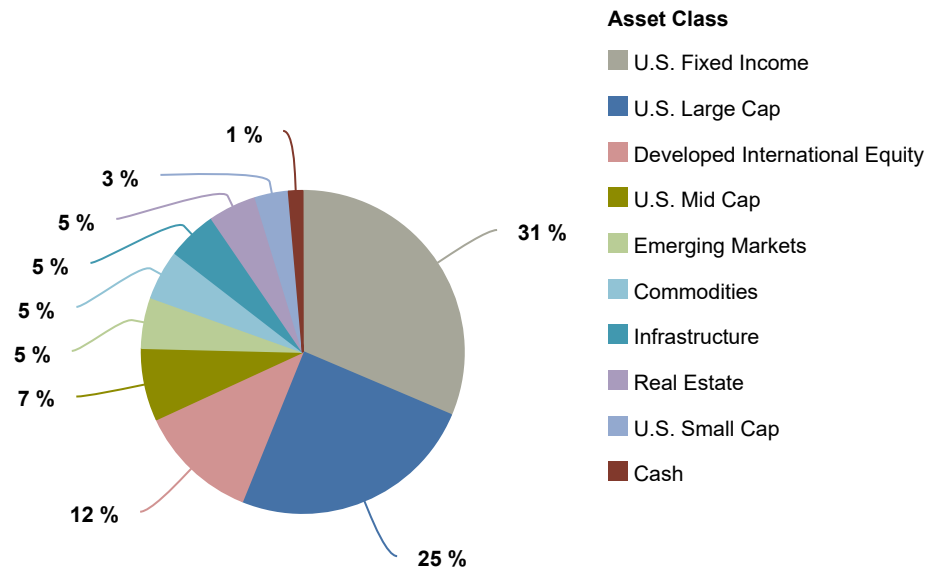
### Investment Performance



	Inception	Rolling 1 Year	Year to Date	Quarter to Date	Month to Date
Portfolio	5.97 %	8.78 %	7.07 %	6.28 %	7.46 %
Strategic Benchmark	5.69 %	8.62 %	6.83 %	6.71 %	7.88 %

Performance Is Annualized for Periods Greater than One Year

### Portfolio Composition



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

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## Portfolio Summary and Targets

## Allocation Range

Asset Class and Target	Market Value	Percent of Assets	Range:
<b>Fixed Income (34.00 %)</b>			
<b>Fixed Income (34.00 %)</b>			
U.S. Fixed Income (34.00 %)	\$4,424,936.96	31.40 %	20% to 45%
Cash (0.00 %)	\$195,907.23	1.39 %	na
<b>Subtotal</b>	<b>\$4,620,844.19</b>	<b>32.79 %</b>	
<b>Equity (51.00 %)</b>			
<b>Equity (51.00 %)</b>			
U.S. Large Cap (24.00 %)	\$3,484,827.50	24.73 %	15% to 35%
U.S. Mid Cap (7.00 %)	\$1,021,324.84	7.25 %	2% to 12%
U.S. Small Cap (3.00 %)	\$471,164.76	3.34 %	0% to 6%
Developed International Equity (12.00 %)	\$1,692,170.03	12.01 %	7% to 17%
Emerging Markets (5.00 %)	\$717,860.52	5.09 %	0% to 10%
<b>Subtotal</b>	<b>\$7,387,347.65</b>	<b>52.42 %</b>	
<b>Alternatives (15.00 %)</b>			
<b>Alternatives (15.00 %)</b>			
Real Estate (5.00 %)	\$678,326.30	4.81 %	0% to 10%
Commodities (5.00 %)	\$703,817.00	4.99 %	0% to 10%
Infrastructure (5.00 %)	\$701,610.78	4.98 %	0% to 10%
<b>Subtotal</b>	<b>\$2,083,754.08</b>	<b>14.79 %</b>	
<b>Total Portfolio</b>	<b>\$14,091,945.92</b>	<b>100.00 %</b>	

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## Portfolio Appraisal

Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
<b>U.S. Large Cap</b>						
<b>Core Domestic Large Cap Equity</b>						
9,625.00	SPDR S&P 500 Trust	SPY	\$1,629,785.31	\$362.06	\$3,484,827.50	
			<b>\$1,629,785.31</b>		<b>\$3,484,827.50</b>	<b>24.73 %</b>
<b>U.S. Mid Cap</b>						
<b>Core Domestic Mid Cap Equity</b>						
4,717.00	iShares Core S&P Mid-Cap ETF	IJH	\$630,480.16	\$216.52	\$1,021,324.84	
			<b>\$630,480.16</b>		<b>\$1,021,324.84</b>	<b>7.25 %</b>
<b>U.S. Small Cap</b>						
<b>Core Domestic Small Cap Equity</b>						
5,534.00	iShares Core S&P Small-Cap	IJR	\$371,799.43	\$85.14	\$471,164.76	
			<b>\$371,799.43</b>		<b>\$471,164.76</b>	<b>3.34 %</b>
<b>Developed International Equity</b>						
<b>Core International Equity</b>						
12,029.00	iShares MSCI EAFE	EFA	\$739,342.35	\$70.15	\$843,834.35	
12,807.00	iShares Core MSCI EAFE	IEFA	\$759,452.91	\$66.24	\$848,335.68	
			<b>\$1,498,795.26</b>		<b>\$1,692,170.03</b>	<b>12.01 %</b>
<b>Emerging Markets</b>						
<b>Core Emerging Market Equity</b>						
12,246.00	iShares Core MSCI Emerging Markets	IEMG	\$569,775.27	\$58.62	\$717,860.52	
			<b>\$569,775.27</b>		<b>\$717,860.52</b>	<b>5.09 %</b>
<b>Real Estate</b>						
<b>Core Real Estate Equity</b>						
3,729.00	Pacer Benchmark Industrial Real Estate Sector ETF	INDS	\$130,962.48	\$34.92	\$130,216.68	
7,066.00	JP Morgan Beta Builders MSCI US REIT ETF	BBRE	\$542,193.42	\$77.57	\$548,109.62	
			<b>\$673,155.90</b>		<b>\$678,326.30</b>	<b>4.81 %</b>

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Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
<b>Commodities</b>						
<b>Core Commodities</b>						
16,150.00	iShares US Bloomberg Roll	CMDY	\$621,274.30	\$43.58	\$703,817.00	
			<b>\$621,274.30</b>		<b>\$703,817.00</b>	<b>4.99 %</b>
<b>Infrastructure</b>						
<b>Core Infrastructure Equity</b>						
13,273.00	FlexShares STOXX Global Broad Infrastructure	NFRA	\$646,676.29	\$52.86	\$701,610.78	
			<b>\$646,676.29</b>		<b>\$701,610.78</b>	<b>4.98 %</b>
<b>U.S. Fixed Income</b>						
<b>Agencies</b>						
50,000.00	Freddie Mac 0.45% 12/24/2024	3134GWQ82	\$50,014.34	\$1.00	\$50,047.87	
50,000.00	FHLB Ser 5146 0.50% 4/14/2025	3130AJHU6	\$50,176.19	\$1.01	\$50,313.64	
40,000.00	Fhfb 0.60% 08/27/25	3130AJZ36	\$39,975.00	\$1.00	\$39,895.87	
40,000.00	FHLB Bond 1.63% 3/12/2027	3130AJ4B2	\$41,570.96	\$1.06	\$42,593.99	
<b>Corporate Bonds</b>						
50,000.00	American Express Credit Note 2.25% 5/5/2021	0258M0EB1	\$49,962.50	\$1.01	\$50,429.75	
50,000.00	Gilead Sciences Inc Note Call Make Whole 1.95% 3/1/2022	375558BH5	\$49,521.19	\$1.02	\$51,183.75	
50,000.00	Unitedhealth Group Inc 2.875% 3/15/2022	91324PBV3	\$50,367.39	\$1.03	\$51,631.97	
50,000.00	Aflac Inc Sr Unsecured M-W Cal Lable 3.625% 6/15/2023	001055AL6	\$51,326.13	\$1.08	\$54,968.26	
50,000.00	Bank New York Mellon Corp 2.20% 8/16/2023	06406FAD5	\$49,496.43	\$1.05	\$52,621.83	
50,000.00	Jpmorgan Chase & Co Fr 3.875% 2/1/2024	46625HJT8	\$51,008.23	\$1.10	\$55,727.83	
50,000.00	Metlife Inc 3.60% 4/10/2024	59156RBH0	\$51,441.69	\$1.10	\$55,265.50	
50,000.00	Wells Fargo & Company Mtn 3.30% 9/9/2024	94974BGA2	\$49,941.00	\$1.09	\$54,957.33	
50,000.00	Applied Matls Inc Note Call Make Whole 3.90% 10/1/2025	038222AJ4	\$52,454.11	\$1.15	\$57,829.50	
50,000.00	Target Corp Note Call Make Whole 2.50% 4/15/2026	87612EBE5	\$48,869.03	\$1.10	\$55,209.22	
25,000.00	Intel Corp 2.45% 11/15/2029	458140BH2	\$26,321.02	\$1.09	\$27,363.97	
<b>FNMA &amp; FHMLC Mortgage Pools</b>						
2,437.49	FHLMC PC Gold Comb 4.00% 4/1/2026	3128MC3L7	\$3,010.06	\$1.06	\$2,593.05	
<b>US Treasury Notes</b>						
75,000.00	US Treasury Note 2.00% 10/31/2021	912828F96	\$75,001.71	\$1.02	\$76,423.70	

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Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
<b>U.S. Fixed Income</b>						
<b>US Treasury Notes</b>						
100,000.00	US Treasury Note 1.875% 1/31/2022	912828V72	\$100,047.40	\$1.02	\$102,673.70	
350,000.00	US Treasury Note 0.375% 3/31/2022	912828ZG8	\$350,734.20	\$1.00	\$351,359.49	
200,000.00	US Treasury Note 2.125% 6/30/2022	912828XG0	\$198,239.90	\$1.03	\$208,062.25	
150,000.00	US Treasury Note 1.625% 11/15/2022	912828TY6	\$148,902.08	\$1.03	\$154,450.24	
80,000.00	US Treasury Note 2.625% 2/28/2023	9128284A5	\$79,782.96	\$1.06	\$84,952.10	
165,000.00	US Treasury Note 0.25% 4/15/2023	912828ZH6	\$164,941.45	\$1.00	\$165,401.25	
125,000.00	US Treasury Note 2.50% 8/15/2023	912828VS6	\$124,611.33	\$1.06	\$133,773.37	
130,000.00	US Treasury Note 1.375% 8/31/2023	9128282D1	\$129,898.44	\$1.03	\$134,719.91	
115,000.00	US Treasury Note 2.125% 3/31/2024	912828W71	\$113,971.24	\$1.06	\$122,677.92	
100,000.00	US Treasury Note 2.375% 8/15/2024	912828D56	\$100,092.89	\$1.08	\$108,556.01	
75,000.00	US Treasury Note 1.50% 9/30/2024	912828YH7	\$78,514.08	\$1.05	\$78,737.93	
130,000.00	US Treasury Note 2.125% 11/30/2024	9128283J7	\$132,099.04	\$1.07	\$139,591.23	
75,000.00	US Treasury Note 2.00% 2/15/2025	912828J27	\$75,359.83	\$1.07	\$80,783.97	
360,000.00	US Treasury Note 0.50% 3/31/2025	912828ZF0	\$362,111.61	\$1.01	\$363,233.29	
80,000.00	US Treasury Note Ser Y-2025 0.38% 4/30/2025	912828ZL7	\$80,227.55	\$1.00	\$80,247.29	
100,000.00	US Treasury Note 2.50% 2/28/2026	9128286F2	\$100,287.71	\$1.11	\$111,580.36	
60,000.00	US Treasury Note 1.625% 5/15/2026	912828R36	\$60,365.27	\$1.06	\$63,924.49	
200,000.00	US Treasury Note 2.00% 11/15/2026	912828U24	\$197,694.49	\$1.09	\$217,902.80	
145,000.00	US Treasury Note 0.625% 3/31/2027	912828ZE3	\$146,110.25	\$1.01	\$145,902.86	
50,000.00	US Treasury Note 0.50% 4/30/2027	912828ZN3	\$50,024.65	\$1.00	\$49,868.91	
125,000.00	US Treasury Note 2.25% 11/15/2027	9128283F5	\$120,448.70	\$1.11	\$139,274.31	
80,000.00	US Treasury Note 3.125% 11/15/2028	9128285M8	\$81,337.17	\$1.19	\$95,185.70	
125,000.00	US Treasury Note 2.625% 2/15/2029	9128286B1	\$124,770.96	\$1.15	\$145,020.47	
50,000.00	US Treasury Note 1.625% 8/15/2029	912828YB0	\$49,673.20	\$1.07	\$53,953.45	
70,000.00	US Treasury Note 1.75% 11/15/2029	912828YS3	\$69,772.54	\$1.09	\$76,072.74	
130,000.00	US Treasury Note 1.50% 2/15/2030	912828Z94	\$140,342.18	\$1.06	\$138,850.68	
50,000.00	United States Treas Ser E-2030 0.63% 8/15/2030	91282CAE1	\$49,475.90	\$0.98	\$49,123.21	
			<b>\$4,220,294.00</b>		<b>\$4,424,936.96</b>	<b>31.40 %</b>

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Quantity	Security	Security Symbol	Total Cost	Price	Market Value	Percent of Assets
<b>Cash</b>						
<b>Cash Sweep</b>						
195,907.23	Schwab Bank Sweep	SchwabCash	\$195,907.23	\$1.00	\$195,907.23	
			<b>\$195,907.23</b>		<b>\$195,907.23</b>	<b>1.39 %</b>
<b>Total Portfolio</b>			<b>\$11,057,943.15</b>		<b>\$14,091,945.92</b>	<b>100.00 %</b>

## Transaction Summary From 11/1/2020 - 11/30/2020

Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>Buy Exchange</b>				
11/5/2020	11/9/2020	Schwab Bank Sweep	45,213.74	\$45,213.74
11/5/2020	11/9/2020	SPDR S&P 500 Trust	129.00	\$45,367.65
11/19/2020	11/23/2020	Schwab Bank Sweep	45,524.09	\$45,524.09
11/19/2020	11/23/2020	Schwab Bank Sweep	45,286.83	\$45,286.83
<b>Buy Exchange Total:</b>				<b>\$181,392.31</b>
<b>Sell Exchange</b>				
11/5/2020	11/9/2020	iShares Core S&P Mid-Cap ETF	-222.00	-\$45,213.74
11/5/2020	11/9/2020	Schwab Bank Sweep	-45,367.65	-\$45,367.65
11/19/2020	11/23/2020	iShares Core MSCI EAFE	-687.99	-\$45,524.09
11/19/2020	11/23/2020	iShares MSCI EAFE	-645.99	-\$45,286.83
<b>Sell Exchange Total:</b>				<b>-\$181,392.31</b>
<b>Dividends and Interest</b>				
11/5/2020	11/5/2020	American Express Credit Note 2.25% 5/5/2021	0.00	\$562.50
11/15/2020	11/16/2020	FHLMC PC Gold Comb 4.00% 4/1/2026	0.00	\$8.12
11/15/2020	11/16/2020	Intel Corp 2.45% 11/15/2029	0.00	\$306.25
11/15/2020	11/16/2020	FHLMC PC Gold Comb 4.00% 4/1/2026	0.00	\$76.39
11/16/2020	11/16/2020	US Treasury Note 1.625% 5/15/2026	0.00	\$487.50
11/16/2020	11/16/2020	US Treasury Note 1.625% 11/15/2022	0.00	\$1,218.75
11/16/2020	11/16/2020	US Treasury Note 2.00% 11/15/2026	0.00	\$2,000.00
11/16/2020	11/16/2020	US Treasury Note 1.75% 11/15/2029	0.00	\$612.50
11/16/2020	11/16/2020	US Treasury Note 3.125% 11/15/2028	0.00	\$1,250.00
11/16/2020	11/16/2020	US Treasury Note 2.25% 11/15/2027	0.00	\$1,406.25
11/30/2020	11/30/2020	US Treasury Note 2.125% 11/30/2024	0.00	\$1,381.25
<b>Dividends and Interest Total:</b>				<b>\$9,309.51</b>
<b>Dividend Interest Reinvested</b>				
11/15/2020	11/15/2020	Schwab Bank Sweep	0.43	\$0.43
<b>Dividend Interest Reinvested Total:</b>				<b>\$0.43</b>

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Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>Exchange and Other Trade Fees</b>				
11/5/2020	11/9/2020	iShares Core S&P Mid-Cap ETF	-0.01	-\$1.00
11/19/2020	11/23/2020	iShares Core MSCI EAFE	-0.02	-\$1.01
11/19/2020	11/23/2020	iShares MSCI EAFE	-0.01	-\$1.00
<b>Exchange and Other Trade Fees Total:</b>				<b>-\$3.01</b>
<b>Advisory Fees Paid</b>				
11/20/2020	11/20/2020	Schwab Bank Sweep	-3,279.17	-\$3,279.17
<b>Advisory Fees Paid Total:</b>				<b>-\$3,279.17</b>

## Realized Gain/Loss

Acquired Date	Units	Security	Cost Basis	Proceeds	Total Gain/Loss
<b>CITY OF CRAIG-Public/Government</b>					
6/1/2016	688.00	iShares Core MSCI EAFE	\$37,592.88	\$45,524.09	\$7,931.21
11/24/2008	222.00	iShares Core S&P Mid-Cap ETF	\$19,815.92	\$45,213.74	\$25,397.82
10/29/2018	646.00	iShares MSCI EAFE	\$39,787.54	\$45,286.83	\$5,499.29
<b>CITY OF CRAIG-Public/Government Total:</b>			<b>\$145,843.16</b>	<b>\$184,671.48</b>	<b>\$38,828.32</b>



**STATE OF ALASKA**  
**DECLARATION OF PUBLIC HEALTH DISASTER EMERGENCY**

WHEREAS, the United States Centers for Disease Control and Prevention (CDC) has identified COVID-19, a respiratory disease that can result in serious illness or death, which is a new strain of coronavirus not previously identified in humans, as posing a significant public health risk;

WHEREAS, on January 30, 2020, the World Health Organization designated the initial outbreak of COVID-19 as a Public Health Emergency of International Concern;

WHEREAS, on January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation's healthcare community in responding to COVID-19;

WHEREAS, on March 11, 2020, I declared a Public Health Disaster Emergency due to the imminent threat of a COVID-19 outbreak in Alaska;

WHEREAS, on April 9, 2020, President Donald J. Trump approved a major disaster declaration for the State of Alaska to aid in COVID-19 recovery efforts;

WHEREAS, on November 16, 2020, I declared a Public Health Disaster Emergency due to the COVID-19 outbreak in Alaska, including over 17,000 confirmed cases, and 84 deaths from COVID-19;

WHEREAS, on December 10, 2020, Alaska had over 36,000 confirmed cases of, and 145 deaths from, COVID-19, and these numbers are expected to increase; and hospitals are nearing capacity statewide;

Whereas on December 11, 2020, the Food and Drug Administration issued an Emergency Use Authorization (EUA) to begin an immediate nationwide distribution of the Pfizer vaccination. Alaska is expected to receive thousands of vaccinations beginning the week of December 14, 2020. This disaster declaration is necessary to facilitate and coordinate the receipt and distribution of this vaccine across Alaska.

WHEREAS, Alaska is at a critical point in the pandemic; case counts continue to rise; vaccines are expected to become available within 30 days of this Disaster Declaration; and the emergency response permitted by this declaration, pursuant to AS 26.23.020, is critical to the successful distribution of a vaccine across Alaska;

WHEREAS, a statewide response under Alaska Statute 18.15.390, coordinated by the Department of Health and Social Services (DHSS), is needed to fully address this condition of public health importance;

WHEREAS, on December 10, 2020, the Commissioner of DHSS certified that an increased outbreak of COVID-19 is occurring in Alaska due to widespread community transmission, in accordance with Alaska Statute 26.23.900(2)(E);

THEREFORE, under the authority granted by Alaska Statute 26.23.020(c), I hereby declare that a condition of public health disaster emergency exists, and this condition is of sufficient severity and magnitude to warrant a public health disaster emergency declaration in order to provide assistance. Health orders are being issued with this declaration to minimize impact of the virus statewide, and continue effective healthcare treatment of Alaskans.

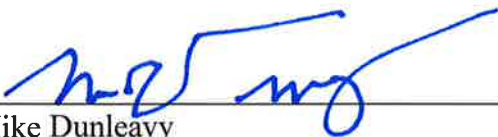
FURTHER, the Commissioners of the Department of Military and Veterans Affairs (DMVA) and DHSS are hereby authorized to use funds made available for these purposes that are considered necessary for public health disaster assistance and response.

FURTHER, anticipated spending for this disaster: \$1,000,000 from the Disaster Relief Fund pursuant to Alaska Statute 26.23.020(i); CARES Act and other funding appropriated for this fiscal year to respond to, and mitigate the risk arising from, a COVID-19 outbreak.

FURTHER, the Commissioner of the DMVA is authorized to delegate tasks to other State departments and agencies in accordance with the State Emergency Operations Plan. The Commissioner of DHSS is authorized to exercise the provisions provided under Alaska Statute 18.15.390(1)-(12).

This Declaration of Public Health Disaster Emergency is effective at 12:00 a.m. on December 16, 2020, and will expire at 12:00 a.m. on January 15, 2021, unless extended by further action of the Legislature.

Dated: 12/15/20

By:   
Mike Dunleavy  
Governor



# SEALASKA

Contact:

Heidi de Laubenfels

heidi.delaubenfels@sealaska.com

206.423.6126

## **Sealaska's progress with ocean health enables alternatives to logging**

**Shift to new businesses aligns with Alaska Native heritage and creates enduring value for shareholders and communities**

Jan. 11, 2021 (Juneau, AK)—Sealaska, an Alaska Native Corporation that owns and manages 362,000 acres of land in Southeast Alaska, plans to transition out of logging operations in 2021.

“Logging created value for our Alaska Native shareholders for decades, and it brought us to where we are today. We’re grateful for the commitment and professionalism that led to our success,” said Sealaska CEO Anthony Mallott. “But we’ve now built an organization that can thrive well into the future, and that means engaging in activities with more enduring benefits for our communities.”

Over the past six years, Sealaska has invested in and grown a range of businesses that support healthy oceans. Those include geotechnical engineering, marine construction, freshwater remediation, and nearly \$1 billion in operations dedicated to producing low-impact foods from the sea.

A particular focus is community-oriented enterprises in Southeast Alaska’s growing economic sectors, including ocean-based foods and tourism. Sealaska is analyzing and investing in businesses such as Barnacle Foods, which emphasizes building the local economy by creating local jobs and keeping the value chain local. Sealaska seeks more, similar opportunities to build strength and resilience for Southeast Alaska.

The result of all of Sealaska’s reinvention is that logging comprises a small percentage of the company’s total revenue. The time is right to pursue other options, Mallott said.

“Several years ago, we started carefully investing in successful new businesses that are better aligned with Sealaska’s Alaska Native heritage,” he said. “Now we are in a good position to redirect our efforts into work that’s in balance with our natural resources, and that we also believe will create significantly more value for shareholders and communities in the long term.”

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# SEALASKA

In addition to building successful new lines of business, Sealaska supports education, workforce development, stewardship and economic programs to help people and communities transition to new economies based on long-term stewardship of natural resources.

“Programs we support provide a pathway to migrate jobs to sustainable alternatives that foster balanced ecosystems,” Mallott said. “Our Tlingit, Haida and Tsimshian people have been connected to these lands for 10,000 years. It’s important to us to take care of our land and resources in a way that will benefit all people for generations to come.”

## **ABOUT SEALASKA**

Sealaska is an Alaska Native regional corporation for Southeast Alaska formed under federal law in 1971. With more than 23,000 shareholders of Tlingit, Haida and Tsimshian background, its purpose is to strengthen its people, culture and homelands. Sealaska invests in and operates businesses that improve the health of our oceans, maintain healthy homelands in Southeast Alaska, and benefit shareholder communities. Learn more at [Sealaska.com](https://Sealaska.com).

##

# PRINCE OF WALES VOCATIONAL & TECHNICAL EDUCATION CENTER



## Klawock City Council Update May – December, 2020

All classes and services at VOCTEC continue to run under a COVID mitigation plan. Students are asked to wear a mask in common areas and at instructor instructions and to socially distance. Class sizes are restricted and are dependent upon the room being used (i.e. large classroom can host up to 12 students and maintain 6 foot social distance). Regular cleaning of common areas continues, hand sanitizer and masks are continued to remain available.

- Operations at VOCTEC in May and June were minimal and Ms. Kain continued on leave without pay. Ms. Kain returned as Project Coordinator staff on July 1, 2020. In the interim, Ms. Needham continued basic operations. The Board of Directors continued to meet via Zoom Videoconferencing once a month (May 14, June 18, July 28, August 25, September 29, November 17 and December 15).
- The Prince of Wales Tribal Conservation District hosted a Stream Survey Training during the week of June 22<sup>nd</sup>. Ms. Needham was the instructor and there were 6 students. Short lectures were given in the wetlab, then the class was mostly out of doors and the COVID plan the VOCTEC developed was followed.
- At the end of June, 2020 Ms. Needham extended the ADNR Division of Forestry Grant through September 30, a courtesy the State of Alaska gave due to the coronavirus pandemic. This allowed Ms. Kain to complete assisting in documenting work on developing a Natural Resources Curriculum and to coordinate and host a 2-day on-line Natural Resources Business Academy on October 14-15, 2020). The grant was completely closed out October 31, 2020.
- At the end of June, 2020 Ms. Needham applied for a State of Alaska CARES grant through Credit Union 1, to assist with utilities and costs of re-opening. The VOCTEC was awarded \$9,864.76. Of that, \$5,376.61 was paid to the City of Klawock for utilities while the VOCTEC was not open due to the pandemic. \$3,680 went to staff time to plan and re-open the VOCTEC by appointment, and the remainder of the funds went towards supplies needed to re-open (i.e. masks, hand sanitizer, AED battery, cleaners).
- In mid-July, Ginny Eckert through the University of Alaska-Fairbanks and her team of researchers rented the small classroom as office space and the wet lab for their eel grass study for one month. They operated under the University's COVID mitigation plan, as well as adhered to the VOCTEC's COVID plan.
- Starting the week of July 20, 2020, VOCTEC hosted Microsoft Excel (3 students) and PowerPoint (4 students) classes with instructor Shirley Farmer.
- In mid-July, Mary Edenshaw asked if VOCTEC would take over GED testing services for Klawock. The service is through Southeast Regional Resource Center, and they do not pay education intuitions to administer service, they pay individuals. The Board of Directors agreed

# PRINCE OF WALES VOCATIONAL & TECHNICAL EDUCATION CENTER



to allow Ms. Kain, who is paid through SRRC, to provide GED services at VOCTEC at no cost to Ms. Kain, SRRC or the student.

- In July, Ms. Kain sent a donation request letter out to all of the island municipalities and Tribes, asking for them to consider supporting the VOCTEC with potential CARES funding. With the letter, she included a tally of losses the VOCTEC endured because of cancelled room rentals and classes during the pandemic. In response, the City of Craig donated \$5,000 from their general fund to assist the VOCTEC.
- In late July, the City of Craig asked the VOCTEC to provide a proposal and cost estimate for hosting two Emergency Trauma Technician courses, including procuring and paying an instructor and all of the time for the coordinator to schedule, advertise, coordinate and host the classes. The VOCTEC was awarded \$26,726. The classes were scheduled for five weeks starting October 22, with a day time class and an evening class scheduled concurrently. Twenty students were certified, the only cost to the student was books and certification fees.
- For Fall Semester, the Klawock City School District rented and utilized the Wood Shop and Construction Bay space for their high school wood shop class.
- At the beginning of September, Ms. Needham and Mayor Nickerson sat down to discuss VOCTEC building maintenance issues. Because the City of Klawock owned the VOCTEC building and many of the assets within, Ms. Needham wanted to update Mayor Nickerson on the issues that were being handled by the previous City Administrator. A copy of the letter summarizing that discussion is attached to this report.
- On October 15, Ms. Needham re-submitted a grant proposal to the Alaska Community Foundation for an Introduction to Welding Basics class. The grant was denied in 2019, however VOCTEC was awarded the grant in November 2020. The grant will pay for instructor services, new welding equipment, consumable supplies, VOCTEC staff coordination and welding room rental fees. No administration costs were in the grant, as the 15% grant administration fee was waived as an in-kind match for the grant requirements of “board giving”. The class will be planned for Spring of 2021.
- At the beginning of November, Ms. Needham began negotiating with Hydaburg Cooperative Association to host a welding class for their Haida Reboot program. Earl Jefferies will be teaching that course and HCA will be renting the welding room and construction bay for 10 weeks starting January 12, 2021.
- Chaundell Piburn with Island Health and Safety has partnered with VOCTEC and has been hosting regular CPR/First Aid classes (September 25, November 21). Additionally, the VOCTEC has also been administering SafeServ tests. Ms. Kain has been busy planning for the Coast Guard 6-pack license class that was cancelled back in March 2020, but is now scheduled as two back-to-back classes starting in February 2021.

### Rain Fall Craig WTP

	2020	2019	2018	2017	2016
January	12.8	11.7	7.6	14.1	14.3
February	17.5	2.1	6.5	8.6	13.4
March	9.5	5.7	4.5	8	6.6
April	10.9	11.5	6.3	4.9	9
May	2.7	1.9	4.8	8.6	8
June	6.5	4.8	6.1	8.2	5
July	8.2	5.6	1.3	8.8	2.8
August	12.5	9.1	5.8	10.7	3.2
September	9.1	9.4	5.2	11.3	13.1
October	11.9	15.1	10.4	10.7	5.1
November	28.5	20.8	14.5	7.6	17.6
December	14.8	17.6	17.2	9.5	10.3
Inches	144.9	115.3	90.2	111	108.4
Feet	12.1	9.6	7.5	9.3	9.0



**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: January 14, 2021  
RE: Resolution 21-01: EMS Responder Incentives

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Attached you will find Resolution 21-01. The resolution establishes financial incentives to encourage more members of the city's EMS squad to respond to EMS calls.

The city council adopted a very similar resolution (Resolution 20-04) on March 19, 2020. That resolution contained a stipend schedule that included issuance of a sales tax exempt card for the highest tier of responder.

The sales exemption required modification of the city sales tax code, and when the council considered that ordinance in September, it opted not to approve it, and instead directed staff to increase other compensation in lieu of issuing a sales tax exempt card. Resolution 21-01 follows through on that direction. Specifically, the resolution increases the cash payment for the highest tier responders from \$1,000 to \$1,250. The rest of the fee schedule remains unchanged from Resolution 20-04.

**Recommendation**

Adopt Resolution 21-01.

**CITY OF CRAIG  
RESOLUTION 21-01**

**Establishing EMS Response Stipends**

WHEREAS, the City of Craig supports volunteer Fire and EMS squads to respond to emergencies in Craig; and,

WHEREAS, the City of Craig emergency services department is primarily staffed by Volunteers; and,

WHEREAS, to help in recruiting and retaining volunteers the City of Craig is providing incentives to volunteer Fire and EMS members; and,

WHEREAS, the City has developed an incentives list based upon Fire and EMS volunteer participation.

NOW, THEREFORE, BE IT RESOLVED that the Craig City Council, hereby adopts the City of Craig EMS Reward Tiers shown on attachment "A"; and,

BE IT FURTHER RESOLVED that this resolution supersedes Resolution 20-04; and,

BE IT FURTHER RESOLVED that the effective date of Attachment A is January 1, 2020.

APPROVED \_\_\_\_\_, 2021.

\_\_\_\_\_  
Tim O'Connor, Mayor

ATTEST \_\_\_\_\_  
Tracey Jensen, City Clerk



## Resolution 21-01 Attachment A

### EMS Reward Tiers:

The reward tiers identified below are intended to build a reward system that encourages more responses to EMS calls and encourage Craig EMS squad members to commit to being officially “On call” for 12-hour shifts. The reward schedule separates the actual responses with on call time rewards to encourage people to sign up for shifts.

Tier	Participation on Calls	Drivers & ETT's	EMT 1	EMT 2	EMT 3 & MICP	Reward Incentive
1	1-10	25.00	30.00	35.00	35.00	
2	11-20	25.00	30.00	35.00	35.00	\$125 bonus per year
3	21-30	30.00	35.00	40.00	40.00	Additional \$5.00 added to Stipend + \$ 250 bonus per year
4	31-49	40.00	45.00	50.00	50.00	Additional \$10.00 added to Stipend + 6 Month (Individual) Pool Pass + \$ 500 Bonus per year
5	50 +	40.00	45.00	50.00	50.00	Yearly (Individual) Pool Pass + \$1,250 Bonus per year

### On-call compensation

\$4.00 per hour, 12-hour shift (6:00 p.m. – 6:00 a.m.)



**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: January 12, 2021  
RE: Resolution 21-02: Shared Fisheries Tax

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Attached you will find Resolution 21-02. The resolution approves the city's participation in the Shared Fisheries Business Tax/Fishery Resource Landing Tax program.

This is an annual revenue sharing program that requires adoption of a resolution each year approving participation in the program. According to the State of Alaska's website:

The Department's Shared Fisheries Business Tax Program was created in 1990 to help municipalities impacted by the effects of the rapidly expanding offshore fish processing industry. A previously existing fish tax sharing program (commonly referred to as the Raw Fish Tax Program), administered by the Department of Revenue, shares back to municipalities half of the state fisheries business tax collected from fish processors operating inside municipal boundaries. The Department's program extends tax sharing to include a sharing of fish taxes collected outside of municipal boundaries, primarily from floating processors.

The taxes collected are divided first by the number of municipalities in our region, and then by the population per municipality. The table on page two of the resolution details the distribution. The distribution amounts proposed are comparatively small compared to prior year payments.

**Recommendation**

Adopt Resolution 21-02.

**CITY OF CRAIG  
RESOLUTION 21-02**

**A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE  
FY20 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT  
THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF  
SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 19:  
SOUTHERN SOUTHEAST AREA**

WHEREAS, AS29.60.450 requires that for a municipality to participate in the FY21 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar year 2019 from fisheries business activities; and,

WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community, and Economic Development; and,

WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community, and Economic Development; of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and,

WHEREAS, The City of Craig proposes to use an alternative allocation method for allocation of FY21 funding available within the FMA 19: Southern Southeast Area in agreement with all other municipalities in this area participating in the FY21 Shared Fisheries Business Tax Program;

NOW THEREFORE BE IT RESOLVED THAT: The City of Craig by this resolution certifies that the following alternative allocation method fairly represents the distribution of significant effect during 2019 of fisheries business activity in FMA 19: Southern Southeast Area:

- All municipalities share equally 50% of allocation; all municipalities share remaining 50% on a per capita basis.
- Ketchikan Gateway Borough population is reduced by the population of the Cities of Ketchikan and Saxman.

Estimated FY21 Fish Tax Payments

FMA 19: Southern Southeast Area

Alternative Method*	Total			50% per capita share	Calculated Allocation
	Allocation	50% Divided	50% per capita		
	\$ 8,074.45	\$ 4,037.22	\$ 4,037.22		
Community	Population	50% divided share	50% per capita share	Calculated Allocation	
Craig	1,074	\$ 448.58	\$ 260.18	\$ 708.76	
Edna Bay	47	\$ 448.58	\$ 11.39	\$ 459.97	
Hydaburg	397	\$ 448.58	\$ 96.18	\$ 544.76	
Kasaan	85	\$ 448.58	\$ 20.59	\$ 469.17	
Ketchikan Borough	5,202	\$ 448.58	\$ 1,260.22	\$ 1,708.80	
Ketchikan	8,103	\$ 448.58	\$ 1,963.01	\$ 2,411.59	
Klawock	761	\$ 448.58	\$ 184.36	\$ 632.94	
Saxman	434	\$ 448.58	\$ 105.14	\$ 553.72	
Thorne Bay	562	\$ 448.58	\$ 136.15	\$ 584.73	
Totals	16,665	\$ 4,037.22	\$ 4,037.22	\$ 8,074.44	
Community Count	9				

\*All municipalities share 50% of allocation equally; share remaining 50% on a per capita basis.  
 Ketchikan Borough Population = Total Borough less Cities of Ketchikan and Saxman populations.

PASSED and Approved by a duty constituted quorum of the City of Craig this 21<sup>st</sup> day of January, 2021

\_\_\_\_\_  
 Mayor Tim O'Connor

ATTEST \_\_\_\_\_

Tracey Jensen, Clerk



## **CITY OF CRAIG MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: January 14, 2021  
RE: Resolution 21-03

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Attached you will find Resolution 21-03. The resolution supports an effort by the statewide harbormasters group and several municipalities to encourage the legislature and governor to fund the Municipal Harbor Facility Grant Program.

The program is intended to provide state matching funds for projects to upgrade harbor facilities that were once owned by the State of Alaska and transferred to the municipalities in which they are located. The current fiscal year State of Alaska budget includes zero dollars for the program.

Among harbors in Craig, North Cove, South Cove, and City Dock were all once owned by the State of Alaska. Title to all three facilities has transferred to the city since 1992. Each time, the transfer included funds to upgrade the facility being transferred.

While the grant program is now well established, there are other means that the state can use to fund harbor improvements. Communities across the state will have to track efforts in the 2021 legislative session to determine if and how the legislature and governor will provide funding for the program. In the meantime, adoption of the resolution will put the City of Craig on record as supporting matching funds for harbor development and maintenance.

### **Recommendation**

Adopt Resolution 21-03.

## **CITY OF CRAIG RESOLUTION NO. 21-03**

### **SUPPORTING EFFORTS BY THE ALASKA ASSOCIATION OF HARBORMASTERS AND PORT ADMINISTRATORS IN SUPPORT OF FULL FUNDING (\$14,049,988) FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM IN THE FY 2022 STATE CAPITAL BUDGET**

**WHEREAS**, many of the public boat harbors in Alaska were constructed by the State during the 1960s and 1970s; and

**WHEREAS**, these harbor facilities represent critical transportation links and are the transportation hubs for waterfront commerce and economic development in Alaskan coastal communities; and

**WHEREAS**, these harbor facilities are ports of refuge and areas for protection for ocean-going vessels and fishermen throughout the State of Alaska, especially in coastal Alaskan communities; and

**WHEREAS**, the State of Alaska over the past nearly 30 years has transferred ownership of most of these State-owned harbors; and

**WHEREAS**, some harbor facilities need capital improvements that are beyond the ability of the local community finance; and

**WHEREAS**, in response to this financial burden, the Governor and the Alaska Legislature passed legislation in 2006, supported by the Alaska Association of Harbormasters and Port Administrators, to create the Municipal Harbor Facility Grant program, AS 29.60.800; and

**WHEREAS**, the Alaska Association of Harbormasters and Port Administrators, is pleased with the Department of Transportation and Public Facilities administrative process to review, score and rank applicants to the Municipal Harbor Facility Grant Program, since state funds may be limited; and

**WHEREAS**, for each harbor facility grant application, municipalities commit to invest 100% of the design and permitting costs and 50% of the construction cost; and

**WHEREAS**, the local match ensures community commitment to harbor projects of significant importance locally as required in the Harbor Facility Grant Program; and

**WHEREAS**, completion of harbor facility projects is all dependent on the 50% match from the State of Alaska's Municipal Harbor Facility Grant Program; and

**WHEREAS**, during the last ten years the Alaska Association of Harbormasters and Port Administrators reports that the Municipal Harbor Facility Grant Program was fully funded only twice; and



**WHEREAS**, a survey done by the Alaska Municipal League of Alaska’s ports and harbors found that from the respondents, the backlog of projects necessary to repair and replace former State-owned harbors has increased to at least \$500,000,000; and

**WHEREAS**, over the past five years, municipal harbors have submitted \$58 million in capital project match requests, representing over \$116 million in shovel-ready capital projects that have received \$16.6 million in funding through the Municipal Harbor Facility Grant program with zero funding in FY21.

**NOW, THEREFORE, BE IT RESOLVED** that the Craig City Council urges full funding in the amount of \$14,049,988 for the State of Alaska’s Municipal Harbor Facility Grant Program in the FY 2022 State Capital Budget to ensure enhanced safety and economic prosperity among Alaskan coastal communities.

APPROVED \_\_\_\_\_, 2021.

\_\_\_\_\_  
Tim O’Connor, Mayor

ATTEST \_\_\_\_\_  
Tracey Jensen, City Clerk



## **CITY OF CRAIG MEMORANDUM**

To: Craig Mayor and City Council  
From: Brian Templin, City Planner  
Date: December 22, 2020  
RE: CARES Act Funding Roundup

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The City of Craig was allocated \$1,772,564 in CARES Act funds. The funds were intended for response and mitigation measures related to impacts from COVID19 between March 1, 2020 and December 30, 2020. Recently legislation passed by Congress extends use of the CARES Acts funds until September 30, 2021, but this will have minimal effect on Craig's use of the funds.

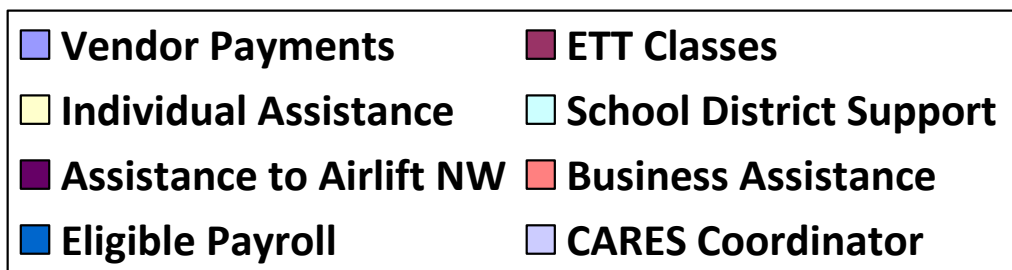
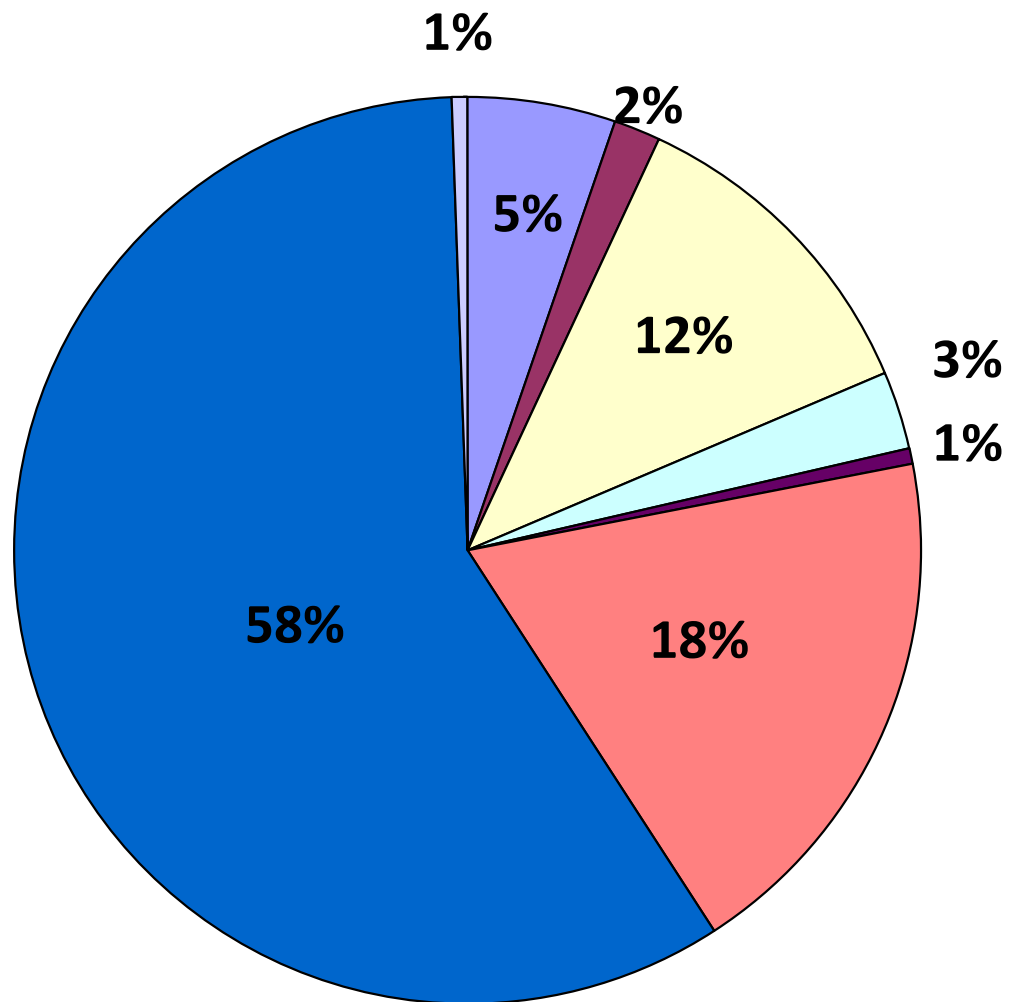
Staff has been working from Treasury Department guidance on the use of the funds and has discussed uses and allocations of funding with the council throughout the process. We are still completing the final invoices, accounting, and reporting but the description below is very close to the actual totals spent.

We used CARES Acts funds for a number of categories that included:

- Vendor Payments for PPE, building improvements, additional cleaning services, increased contract costs due to COVID19, modifications to how we deliver services (i.e. council meeting broadcasts), and additional expenses for city personnel or contractors due to COVID19. (approximately \$94,500)
- ETT Classes. (\$26,726)
- Individual Assistance (both assistance through non-profits and direct individual assistance) (\$210,000)
- Direct School District Support (\$50,000)
- Direct Assistance to Airlift NW (\$10,000)
- Economic Assistance to Businesses and Non-Profits (\$332,000)
- Eligible Payroll (\$1.04 million)
- CARES Act Coordinator (\$12,000)

Broadly speaking we used about 64% of the funding to support city response and mitigation measures (including vendor payments, payroll, and coordinator costs). Approximately 22% of the funds were used for business and non-profit assistance (including the Craig City School District, Airlift NW, and the cumulative business and non-profit grants). About 14% of the available funds were used for individual assistance (including individual assistance through non-profits, direct individual assistance, and the free ETT classes). The chart below shows a more detailed breakdown of the use of the funds.

## Craig CARES Act Distribution



The programs developed by staff and approved by the council had the overall effect of providing for the city's response to the pandemic and providing significant funds (about \$600,000 in individual and business/non-profit assistance).

The CARES coordinator, Misty Fitzpatrick, did a phenomenal job managing the bulk of the business/non-profit and individual assistance programs from program development all the way through reporting and recordkeeping. The number, and scope of the programs that we offered would not have been possible without her work.

The funds used to cover eligible payroll will have the added effect of providing a cushion for sales tax and other revenue shortfalls in the current fiscal year. Third quarter of 2020 sales tax was significantly down and we will know the results of the fourth quarter of 2020 when sales tax reports are submitted at the end of January.

The council may want to consider using some of the funds that were offset by eligible payroll for other purposes, including providing additional individual or business assistance, but it should keep the potential revenue shortfalls in mind and reserve a significant amount of offset payroll funding to cover those shortfalls.

The most recent legislation passed by congress allows for use of the funds until September 30, 2021, but the City of Craig has expended all available CARES Act funds prior to the original deadline of December 30<sup>th</sup> as planned.

Staff will provide final numbers and a more detailed breakdown of the use of the funds at a future council meeting after all of the reporting and final accounting have been completed.



**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: January 14, 2021  
RE: Consider Rate Changes at Craig Aquatic Center

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In her staff report, Craig Aquatic Center Manager Jessica Holloway proposes to adjust some rates at the facility.

1. Long-term rate change

Jessica proposes establishment of rates for a new family swim event.

2. Promotional, short-term rate changes.

The facility has been closed for most of the past twelve months due to COVID-19, and the basin refinishing work, followed by the need to repair the failure of the new pool gutters that were part of the basin refinishing. I will work with Jessica to come up with additional ideas to promote reopening the facility. A temporary reduction of rates is one promotional item intended to bring the public back to the building, as is free admission on Saturdays during February.

It is the city's practice for the council to set rates, typically by resolution, but rate-setting can also be done by motion. The council will revisit the rate structure during the coming budgeting process.

**Recommendation**

That the council approve, by motion, the following rates for admission to the Craig Aquatic Center.

1. Family Swim: Adults \$3.00; Children \$2.00
2. Reopening Promotions:
  - a. 10% discount on one, three, six, and twelve month passes purchased from the reopening date through February 28, 2021.
  - b. A "Fee-free Saturday" for the month of February.





## **CITY OF CRAIG MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: January 12, 2021  
RE: Review COVID-19 city facility opening/closure guidelines

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In December, in response to an appeal from Governor Dunleavy to take steps against an increase in transmissions of the COVID-19 virus, his issuance of another disaster declaration to run through January 15, 2021, and some direction from the council at its December 10 meeting, I instructed staff to maintain steps to limit exposure to the virus. Those steps included closing most city facilities to the public, with some exceptions. City Hall, for example, was open to the public by appointment, and the City Gym reopened to activities for some groups that implement preapproved sanitation protocols. Those actions were announced to the public, with a January 5, 2021 date for revisiting these local practices.

With the start of distribution to some of the COVID-19 vaccine, and a low case count for Craig and POW Island, I worked on a revision to the city's policy as to future facility closures and reopenings. On January 6 I issued a City of Craig press release updating the city's COVID-19 facility opening and closure policy. A copy of the press release promulgating the policy is attached.

The January 21 meeting is the first opportunity for the council to publicly review and comment on the policy. Staff is prepared to implement council direction on this policy resulting from the January 21 meeting.



## For Immediate Release

**Date:** January 6, 2021

**Press Release 038:** City of Craig COVID19 Closure and Reopening Policy

**For Information:** Brian Templin, 907-826-3275,  
planner@craigak.com

On November 16, 2020 the City of Craig closed most city facilities to the public based on the updated disaster declaration and a request from the Governor. Due to the high number of cases statewide, and increasing local cases the city extended that closure for an additional 30 days, until January 4.

In order to better protect city employees and the public from COVID-19 the City of Craig will enact city facility closures and openings based on current case information and risk.

**Closures.** The city recognizes that while more cases usually generate a higher risk, it is not always the case. The city will use the State of Alaska COVID-19 Alert Level for Southern Southeast Alaska as a general basis but may enact closures if there is a higher level of local risk or may open facilities if the local risk is generally low.

**The City of Craig will consider closures of city facilities if any of the following conditions are met:**

- **The Alaska COVID-19 Alert Level for Southern Southeast Alaska is listed as HIGH (greater than 10 cases per 100,000 population).**
- **There are high-risk cases in Craig (i.e., community spread, large number of close contacts, etc.).**
- **There is an apparent outbreak of cases on Prince of Wales (i.e., multiple communities, growing case numbers, cases listed as community spread, etc.).**
- **The Governor or DHSS recommends general closures.**
- **Other relevant risk factors.**

The city may choose to close or limit access to all facilities, to close or limit access to some facilities, or to limit certain types of access or activity that is considered higher risk.

**Opening.** The city will reopen facilities and provide as much access to the public and regular activities as soon as possible after closures. The city will consider the Alaska COVID-19 Alert Level for Southern Southeast Alaska and other local risk factors. Staff will evaluate not only the regional data, but local risk factors will determine when and what facilities to reopen.

**The City of Craig will consider reopening city facilities based on the following information:**

- **The Alaska COVID-19 Alert Level for Southern Southeast Alaska moves from HIGH to INTERMEDIATE or LOW.**
- **There are no high-risk cases in Craig.**
- **There are limited/no cases on Prince of Wales that point to a potential outbreak.**
- **Enough time has passed for close contacts of high-risk cases to complete their quarantine (this is generally 7 – 14 days after active cases are classified as recovered).**
- **Other relevant risk factors.**

The city will consider opening some or all facilities and may limit certain high-risk activities even when facilities are reopened.

The City Administrator is responsible for making closure and reopening decisions on an ongoing basis with input from the city's COVID-19 Response Incident Commander, Public Health, and other staff members. All decisions are subject to review by the Craig City Council.

Starting at noon on January 6, 2021 City facilities will generally be open to in-person services.

- Craig City Hall will be open to the public during normal business hours Monday – Friday from 8:00 am to 5:00 pm. Please call 826-3275 for assistance or before coming into the building.
- Craig Harbormaster's Office will be generally closed to the public until January 18<sup>th</sup>. Please call 826-3404 for assistance.
- Craig Public Works and Parks and Facilities offices will be open to the public. Call 826-3405 or 826-3408 for assistance.
- Craig Aquatic Center and Fitness Room will continue to be closed to the public due to construction and will reopen on or about January 25<sup>th</sup>. More information regarding the open hours and schedule will be provided closer to the opening date.
- Craig Gym and Recreation Center will be open to the public for regular scheduled organized activities. These facilities will not be open for open gym sports activities or for rentals at this time. Call 826-2575 for assistance.
- Craig Library will be open to limited in-person services by appointment only. The library will still provide curbside pickup and online services. Call 826-3281 for assistance or to make an appointment.
- DMV will be available BY APPOINTMENT ONLY on Wednesdays and Fridays from 10:00 am to 2:00 pm. You may still drop off DMV items at the dispatch counter. Call 826-3330 for more information or assistance.
- Craig EMS office will be open to the public. Call 826-4857 for assistance OR dial 911 if it is an emergency.

Social distancing and face covering protocols apply while in city facilities.

###

Contact information for City of Craig departments and services.

Craig Aquatic Center	826-2794	<a href="mailto:pool@craigak.com">pool@craigak.com</a>
Craig City Hall	826-3275	<a href="mailto:info@craigak.com">info@craigak.com</a>
Craig EMS	826-4857	<a href="mailto:ems@craigak.com">ems@craigak.com</a>
Craig Harbormaster	826-3404	<a href="mailto:harbors@craigak.com">harbors@craigak.com</a>
Craig Police	826-3330	<a href="mailto:re44@craigpd.com">re44@craigpd.com</a>
Craig Public Facilities	826-3408	<a href="mailto:facilities@craigak.com">facilities@craigak.com</a>
Craig Public Library	826-3281	<a href="mailto:library@craigak.com">library@craigak.com</a>
Craig Public Works	826-3405	<a href="mailto:publicworks@craigak.com">publicworks@craigak.com</a>
Craig Recreation Department	826-2575	<a href="mailto:craigrec@aptalaska.net">craigrec@aptalaska.net</a>



**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: January 14, 2021  
RE: Consider Intervenor Status in Roadless Rule Litigation

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Attached is correspondence from Mr. Steve Silver requesting that the Craig City Council consider participating in litigation related to the Roadless Rule. His request is prompted by a lawsuit filed by a group of litigants in federal court seeking to prevent the exemption of the Tongass National Forest from application of the Roadless Rule.

Litigation resulting from application of the Roadless Rule to the Tongass has a long and complex history, beginning with the advent of the rule in January 2001. The City of Craig has on at least two occasions during that time supported, with both staff time and funds, efforts to prevent application of the rule in Southeast Alaska, based on city council direction. One of those efforts failed at the Ninth Circuit Court of Appeals. The second remains unresolved in federal district court in Washington DC. A brief history of the litigation is provided in the attachment from Mr. Silver. On a related note, the city has also supported litigation defending US Forest Service timber sales on POW.

The typical litigants in the past included environmental organizations and some federally recognized tribes that favored application of the rule, and community and commercial organizations that favored exemption.

This is a policy call for the council. Previous city councils agreed to support litigation based on their conclusion that application of the rule to the Tongass was not in the city's interest. I supported past participation in litigation, and continue to view application of the Roadless Rule to the Tongass as superfluous given the range of other statutes and regulations governing land uses on the national forest.

**Recommendation**

Direct staff to prepare a reply to Mr. Silver's correspondence.

## Jon Bolling

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**From:** Steve Silver <ssilver628@aol.com>  
**Sent:** Monday, January 11, 2021 2:27 PM  
**To:** administrator@craigak.com  
**Subject:** Fwd: TONGASS LITIGATION Jon is this what you need for the Council agenda?  
**Attachments:** REQUEST FOR PARTICIPATION IN ROADLESS CASE (2).docx

Dear Jon:

As you know, on October 29<sup>th</sup> USDA promulgated an Alaska-specific Rule exempting the Tongass from the 2001 Roadless Rule. As expected, SEACC et al filed suit on December 23<sup>rd</sup>. The Department of Justice's Answer is due February 21<sup>st</sup>, by which time the Biden Administration, including new and former Secretary of Agriculture, Tom Vilsack, will be in office. This makes unclear the extent to which the new administration will defend the Exemption in Court going forward. You'll recall that the Obama Administration defended the 2003 Exemption through the District Court, but failed to file an appeal of the District Court's adverse decision. That was left up to the State.

I am requesting the City to be an Intervenor and contributor to the defense fund in this new case. The State, the Southeast Conference, and the Alaska Forest Association (AFA) have already agreed to intervene. Along with the AML, I am contacting folks who previously intervened and contributed to the defense fund, to see if they will help out again. These include ALASKA ELECTRIC LIGHT & POWER, CITY AND BOROUGH OF WRANGELL, ALASKA POWER & TELEPHONE, ALASKA MINERS' ASSOCIATION, ALASKA MARINE LINES, FIRST THINGS FIRST FOUNDATION, JUNEAU CHAMBER OF COMMERCE, CITY OF KETCHIKAN D/B/A KETCHIKAN PUBLIC UTILITIES, KETCHIKAN GATEWAY BOROUGH, SOUTHEAST STEVEDORING CORP., SOUTHEAST ROADBUILDERS, INC., HYAK MINING CO., INC., INSIDE PASSAGE ELECTRIC COOPERATIVE, and FIRST BANK of Ketchikan.

I have attached a short memo which more fully describes the situation.

Would the City consider participating again in this case with an identical contribution of \$5000?

Thank you for the City's consideration of this request.

Steve Silver  
Robertson, Monagle, and Eastaugh  
1180 Samuel Morse Dr. #202  
Reston, VA 20190  
703 527-4414 office  
703 587-7792 cell

## REQUEST FOR PARTICIPATION IN ROADLESS CASE

### Request

That: 1) You participate as an Intervenor in support of the Forest Service's and State's defense of the Alaska Specific Roadless Rule against the Complaint filed in the Federal District Court for the District of Alaska on December 23, 2020 by SEACC and other environmental organizations (we expect another 16-17 entities to intervene with you); and 2) You contribute to the legal defense fund. Such a contribution is a one-time payment that covers intervention and all activity in the District and 9<sup>th</sup> Circuit Courts.

### Background

This issue has been with us since 2001 when President Clinton promulgated the Roadless Rule on January 12, 2001 – eight days before George W. Bush was inaugurated. Governor Knowles sued the federal government to set aside the Roadless Rule's application to Alaska. Governor Murkowski settled that case at the end of 2003 through rulemaking that exempted the Tongass pending passage of a State-specific Roadless Rule. The United States Department of Agriculture (USDA) exempted the Tongass in 2003 because:

The Department has concluded that the social and economic hardships to Southeast Alaska outweigh the potential long-term ecological benefits because the Tongass Forest plan adequately provides for the ecological sustainability of the Tongass. Every facet of Southeast Alaska's economy is important and the potential adverse impacts from application of the roadless rule are not warranted, given the abundance of roadless areas and protections already afforded in the Tongass Forest Plan.”

This *policy* determination has not been changed by the Department of Agriculture or overturned by a Court.

In 2009 SEACC contested the 2003 Rule on procedural grounds and won in the Alaska Federal District Court in March 2011 and the 2001 Roadless Rule was reimposed. President Obama's Department of Justice failed to appeal to the Ninth Circuit. So, the State of Alaska appealed and won at the Ninth Circuit's three judge panel level. Unfortunately, the State lost 6-5 before an 11 judge Ninth Circuit *en banc* panel that followed. The United States Supreme Court denied a request to hear the case.

In anticipation of the potential failure of the USDA's 2003 Rule on appeal, the State renewed its 2001 case in the District Court for the D.C. Circuit in July 2011. ***You agreed to be an intervenor and financial supporter in that case. Thank you again.***

After winning a Statute of Limitations challenge in the D.C. Circuit Court of Appeals (in an opinion authored by now Justice Brett Kavanaugh), we lost in the D.C. Circuit District Court. That case is now on appeal to the D.C. Circuit Court of Appeals awaiting oral argument.

In January 2018 then Governor Walker requested that USDA initiate rulemaking to exempt the Tongass from the 2001 Roadless Rule and amend the 2016 Tongass Transition Plan. USDA agreed and proceeded to rulemaking which ended on September 24, 2020. In October 2020 USDA promulgated the resulting new Rule exempting the Tongass. On December 23, 2020 SEACC *et al* filed a Complaint.

Contending that the Alaska-specific Rulemaking provided the relief that the State was seeking, SEACC *et al* have also filed a Motion to Dismiss the renewed case regarding that 2001 Rule that is currently awaiting oral argument before the D.C. Circuit Court of Appeals.

### **Description of the Current Case**

The case in which we are requesting you to participate as an intervenor and to help fund the defense was just filed by SEACC *et al* on December 23, 2020. It seeks to set aside the Alaska-specific Rulemaking that effective October 29, 2020 exempted the Tongass from the 2001 Roadless Rule.

It incorrectly claims that the Forest Service violated: 1) Alaska National Interest Lands Conservation Act (ANILCA) by failing to follow Title VIII subsistence procedures; 2) the Administrative Procedures Act (APA) by engaging in arbitrary and capricious decision making; and 3) NEPA by failing to provide a reasonable range of alternatives.

### **Steps to Intervention**

Should you agree to be an Intervenor we would prepare an engagement letter by which you agree to allow us to represent you and which sets out the one-time payment that covers intervention. We would need an affidavit explaining how you are injured by the Roadless Rule, which we would help to prepare. We would prepare a Motion to Intervene accompanied by a Memorandum explaining why the members



of our group is legally entitled to intervene. The Motion to Intervene would also be accompanied by an Answer to the Complaint.

This is similar to how we prepared the Motion to Intervene in the case regarding the 2001 Rule on which we are currently representing you in the D,C. Circuit Court. While there is no guarantee, we anticipate that the Alaska District Court would grant this Motion if it is timely filed.

Timing is important. The Justice Department must file its Answer to the Complaint on February 21<sup>st</sup>. While it is not required that we file this Motion to Intervene before then, the chances of success would be enhanced if the Motion to Intervene is filed by then.

We will be following up with you to answer any questions you may have.

Thank you.