

**CITY OF CRAIG
COUNCIL AGENDA
NOVEMBER 4, 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 October 7, 2021
- City Council Meeting Minutes of October 21, 2021
- First and Main Brew, LLC Liquor License Renewal Application

HEARING FROM THE PUBLIC

- Open for public comment
- Ordinance No. 742: Authorization for the City Administrator to Negotiate Lease Terms with the Division of Public Health for the Prince of Wales Health Care Facility

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

- September 30, 2021, Alaska Permanent Capital Management Statement
- ARPA Nonprofit Recover Fund Now Accepting Applications
- US Army Corps of Engineers notification of October 20, 2021, Craig Tribal Association letter

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- Ordinance No. 742: Authorization for the City Administrator to Negotiate Lease Terms with the Division of Public Health for the Prince of Wales Health Care Facility

UNFINISHED BUSINESS

- Establish Sale Price of City Property Alaska Power and Telephone, Lot 6, JT Brown Subdivision

NEW BUSINESS

- Consider ATV Usage on Public Roads in Craig
- Consider Request from Craig Child Care Center to Extend Wage Agreement
- Consider Authorization of City Administrator Employment Contract
- Consider Approval of Audit Engagement Letter
- Consider Appropriation of Funds from Alaska Permanent Capital Management Fund to Reimburse the City General Fund for Payment Made to Sturgeon Electric
- Consider Renewal of Access Permit for Alaska Dreamin, LLC POWI Golf
- Update on ANSCA Landless Legislation

COUNCIL COMMENTS

ADJOURNMENT

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

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

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

CITY OF CRAIG
COUNCIL MEETING
THURSDAY OCTOBER 7, 2021

ROLL CALL

Mayor Tim O'Connor called the meeting to order at 6:32 p.m. Present were Hannah Bazinet, Jim See, Millie Schoonover and Michael Kampnich. Chanel McKinley arrived at 6:34 p.m. and Julie McDonald was absent and excused.

Staff present: Jon Bolling, City Administrator; Sheri Purser, Treasurer; Jessica Holloway, Aquatic Director; Tracey Jensen, City Clerk; Brian Templin, City Planner; Hans Hjort, Harbormaster; RJ Ely, Police Chief; Russell Dill, Public Works Director and Victoria Merritt, Recreation Director.

Minnie Ellison, Fire/Ems Coordinator; Angela Matthews, Library Director and Doug Ward, Parks and Public Facilities Director attended by telephone.

Audience present: Pilar Mas, Michael Melendrez, Cathy Bolling, Patricia Conatser and Trampus Conatser were present. Ashley Knock attended via telephone.

CANVASS ELECTION

Tracey Jensen said there were four questioned ballots that the State of Alaska, Division of Elections declared ineligible due to each of the voter registrations addresses had not been changed to the city limits within the thirty-day deadline period required. The questioned ballots 1 through 4 remained unopened.

SCHOONOVER/KAMPNICH

Moved to approve the State of Alaska's recommendation on questioned ballots 1, 2, 3, and 4. MOTION CARRIED UNANIMOUSLY

The absentee and special needs by representative votes were opened by the City Administrator and Clerk. The Clerk read aloud the votes while those votes were tallied by the Administrator, Council Members: Schoonover and Kampnich along with staff Jessica Holloway. The election results were as follows:

Mayor Two-Year Term
Tim O'Connor – 159
Chaundell Piburn – 103
Write-In – 0

City Council Seat C-Three Year Term
James See – 173
Write-In – 74

City Council Seat D-Three Year Term
Hannah Bazinet – 130
Trampus Conatser – 111
Write-In – 6

School Board One-Year Term
Patricia Conatser – 143
Jeremy Crews – 55
Write-In – 32

School Board Three-Year Term

Joel Steenstra - 171

Write-In - 52

MCKINLEY/SCHOONOVER

Moved to approve to certify the 2021 City of Craig Municipal Election results.
MOTION CARRIED UNANIMOUSLY

Chief Election Judge, Ashley Knock said that the election was successful and had a good turn-out. Ashley described the votes tallied by the Election Judges

CONSENT AGENDA

1. City Council Meeting Minutes of August 5, 2021.
2. City Council Meeting Minutes of September 2, 2021

MCKINLEY/SCHOONOVER

Moved to accept the Consent Agenda.
MOTION CARRIED UNANIMOUSLY

HEARING FROM THE PUBLIC

None.

REPORTS FROM CITY OFFICIALS

Mayor- Tim O'Connor relayed that the Alaska Trollers Association is requesting funds to keep the troll fishery organization alive in Southeast Alaska and that the absence of the organization would affect all types of salmon fishing, including charters and sport fishing. The mayor said that the State of Alaska along with other agencies are involved as well, but the organization needs funding to stay in the fight. Tim said that the council designated \$5,000 last year and that an additional \$2,500 may still be needed.

Tim explained that a recruitment committee had been formed to fill the City Administrator position and that he has appointed Councilmembers: Jim See, Julie McDonald, Millie Schoonover, and the public citizens that had submitted letters of interest: Dennis Watson, Barbara Stanley and Clinton Cook, Sr. Tim updated that five or six resumes had been submitted to date.

Administrator- Provided a written report. Jon Bolling said that the Forest Service would like to consolidate the Resource Advisory Committees (RACs) from its seven now around Southeast Alaska to only two consisting of: Northern Southeast and one for Southern Southeast, and that the Forest Service is proposing to combine the Prince of Wales RAC with Ketchikan, Wrangell and Petersburg. Jon said that he doesn't object to the combination but would like to draft a letter expressing the concerns of ensuring Prince of Wales former interests, representation and fundings remain to their respective regions. The council directed staff to compose the letter.

Treasurer- Provided a written report.

Aquatic Manager- We have limited staff, but one application has been submitted.

Clerk- Provided a written report. Tracey Jensen said that the next scheduled council meeting would be October 21, 2021.

Planner- Provided a written report. Brian Templin said that approximately 18-20 people attended the public harbor meetings held in September.

Fire/EMS Coordinator- Provided a written report.

Harbormaster- Provided a written report.

Library- Provided a written report. Angela Matthews said that she will be scheduling interviews for several applications that have been submitted for the part-time position.

Police Chief- Provided a written report.

Public Works- Provided a written report. Russell said that his department has made preparations and staged equipment for the storm that lasted from Friday through Sunday morning, had 5.42 inches of rain and 115 mph winds.

Councilwoman McKinley inquired about the new speed change from 15 mph to 20 mph at the 700 block on Port St. Nicholas Road continuing to the burn pit. Jon Bolling said that he would ensure that Public Works gets the direction to put the new signs in place.

Recreation- Victoria Merritt said that she has been on vacation but that she did submit a Harvest Festival flyer which will be this Saturday, will have a hula hoop contest and a chili cook off. Victoria plans another community clean-up this week.

Parks and Public Facilities- Provided a written report. Tim O'Connor said that he noticed household trash in the Ralph James Park dumpsters. Doug Ward said that household garbage dumped into city dumpsters has been happening in various locations and for many years. The council directed staff to set up game cameras at garbage dumpster sites and to move them to other sites occasionally.

READING OF CORRESPONDENCE

1. [Alaska Municipal League 71st Annual Local Government Conference Information](#)
2. [Southeast By the Numbers 2021 Economy Article](#)
3. [September 16, 2021, Craig City School District Parent and Community Letter](#)
4. [August 31, 2021, Alaska Permanent Capital Management Statement](#)
5. [State of Alaska DCCED 2021 Full Value Determination](#)
6. [September 29, 2021, Governor Dunleavy Land Exchange Press Release](#)

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

1. Resolution 21-18, Transboundary Mine Activity

Councilman Kampnich said that the council agreed with the previously written resolution submitted to the city by Salmon Beyond Borders, but with the removal of the broad United Nations language in it. However, Councilman Kampnich relayed that he had spoken with the group coordinators that further explained why they feel the proposed language is necessary and that the original language should be readded.

SCHOONOVER/BAZINET Moved to adopt an Amended Resolution 21-18, A Resolution of Support for a Permanent Ban on Tailings Dams and for a Temporary Halt to the Permitting, Exploration, Development, and Expansion of Canadian Mines Along Alaska-British Columbia Transboundary Salmon Rivers Until an International Agreement on Watershed Protections is Implemented.

2. Resolution 21-19, Setting Fees for Senior Citizen Sales Tax Exemption Cards

SEE/BAZINET

Moved to adopt the dated October 8, 2021, Resolution 21-19, Setting Fee for Senior Sales Tax Exempt Cards. MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

UNFINISHED BUSINESS

1. Appointments to City Administrator Recruitment Committee

Jon Bolling explained that recruitment committee has been appointed to fill the administrator position and that the council does have the municipal code authority to reject any nominations. The council had no objections to any applicants to date.

NEW BUSINESS

1. Review Draft Maps from the Alaska Redistricting Board

Jon Bolling outlined the Alaska Election Redistricting process that is set each decade and added that each of those had been litigated for the past 40 years. Jon asked for council preferences as the comment deadline is set for November 10, 2021. Mayor O'Connor directed the council to come to a consensus before the council next meeting set for November 4, 2021, or before to allow enough time for staff to compose a comment letter.

KAMPNICH/SCHOONOVER

Moved to Approve the Fiscal Year 2020 Financial Audit.
MOTION CARRIED UNANIMOUSLY

2. Discuss Relocation of North Cove Machine Shop Equipment

Councilman Kampnich described the shop and equipment history and said the Demmert family is willing to give it away. The council discussed how good of shape the equipment is in and that it is still functional, with the exception of a missing engine that could possibly be acquired. Councilman Kampnich said that he inquired as to equipment clean-up and moving costs and

was given a ballpark figure of \$25,000 to take down the house. The council agreed to have Councilman Kampnich and staff look into agreements for potential cost sharing of the house removal, possible equipment acquisition and storage.

3. Consideration of Supplemental Appropriation for Staff Training

Russell Dill said classes were available to all. Mayor O'Connor directed staff to notify the other communities of the wastewater classes as it is an island wide issue.

MCKINLEY/SCHOONOVER

Moved to Appropriate \$1,750.00 to Water Account 22-5420, and \$1,750.00 to Wastewater Account 21-5420. MOTION CARRIED UNANIMOUSLY

4. Consideration for Appropriation for Port St. Nicholas Road Storm Response

Russell Dill said that the department purchased supplies, including barricades and sandbags in preparation of a possible storm response.

KAMPNICH/BAZINET

Moved to Approve Supplemental Appropriation Funds in the amount of \$5,380 for Port St. Nicholas Storm Response Supplies. MOTION CARRIED UNANIMOUSLY

COUNCIL COMMENTS

Councilman Kampnich said that the United States Forest Service has a \$25 million economic fund would like to see some of the funding utilized on old growth forests. The council directed staff to draft a letter requesting a portion of the funding be utilized on equipment, research, outreach, and the University of Alaska study to further develop the old growth timber industry and to include Sealaska Corporation in it.

ADJOURNMENT

KAMPNICH/BAZINET

Moved to adjourn at 8:53 p.m.
MOTION CARRIED

APPROVED on the _____ day of _____, ____.

MAYOR TIMOTHY O'CONNOR

ATTEST: _____
TRACEY JENSEN, CITY CLERK

CITY OF CRAIG
COUNCIL MEETING
THURSDAY OCTOBER 21, 2021

ROLL CALL

Mayor Tim O'Connor called the meeting to order at 6:31 p.m. Present were Julie McDonald, Hannah Bazinet, Jim See, Millie Schoonover, Michael Kampnich and Chanel McKinley.

Staff present: Jon Bolling, City Administrator; Sheri Purser, Tracey Jensen, City Clerk; Brian Templin, City Planner; and Russell Dill, Public Works Director.

SWEARING IN

The clerk administered the oath of office and the Mayor, Timothy O'Connor; Councilmember Seat C, James See; and Councilwoman Seat D, Hannah Bazinet were sworn into the City of Craig elected public office.

CONSENT AGENDA

1. Ordinance No. 742: Authorization for the City Administrator to Negotiate Lease Terms with the Division of Public Health for the Prince of Wales Health Care Facility

SCHOONOVER/BAZINET

Moved to accept the Consent Agenda.
MOTION CARRIED UNANIMOUSLY

HEARING FROM THE PUBLIC

None.

READING OF CORRESPONDENCE

1. Review Draft Comment Letter to USF on Combined RACs

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

None.

UNFINISHED BUSINESS

1. Consider Response to the Ketchikan Humane Society Letter

Councilwoman McDonald said that there is definite problem with unwanted and abandoned animals on Prince of Wales Island and thinks that the attempts to set up a spay and neuter clinic here is a great idea but said that it is unclear on the costs involved. The council discussed potential owner requested euthanizing services and other island community contribution requirement to assist.

The council directed staff to contact PAWS to inquire about actual dates, costs, and to request Dr. Hinson get together with the pharmacists when she is on Prince of Wales Island.

NEW BUSINESS

1. Consider Approval of Port St. Nicholas Road Maintenance 2021 Report

Jon Bolling said the report summarizes the work that Russell Dill and the Public Works department did on the portion of the Port St. Nicholas Road outside the city limits. Jon said that by running the detailed costs through the formula set by ordinance that it totals \$319.24 per lot and the ordinance cap is \$150.00. Jon added that if the council approves this report, the staff will generate bills for \$150.00 per lot. Councilman See said that the agreed upon amount was \$150.00 and the city will pick up the deficit again, but that the costs will need to be reconfigured in the future. The council discussed possible future costs and municipal code changes. Jon Bolling reminded the council that the 45% was likely what contributed to the Judge's approval decision for the ordinance.

MCKINLEY/MCDONALD

Moved to Approve the 2021 Port St. Nicholas Road Maintenance Report.
MOTION CARRIED UNANIMOUSLY

2. Consider Approval of Port St. Nicholas Road Plan of Work

Jon Bolling said there was a typographical error in the cover memo regarding the meeting of October 14, 2021, and that it should read October 21, 2021, instead. The council discussed gravel types used on the road, and clay binder and rock availability shortages. Russell Dill explained that due to rain, traffic speed and heavy equipment that Port St. Nicholas Road requires frequent maintenance regardless of what size gravel is put down.

SCHOONOVER/BAZINET

Moved to Approve the 2021 Port St. Nicholas Road Maintenance Plan of Work.
MOTION CARRIED UNANIMOUSLY

3. Consider Alaska Redistricting Board Reference Comments Letter

Jon Bolling inquired of council preferences, listed the options, and added that it may be beneficial for the council to direct staff to compose comments to make sure that our senate district is made up of two Southeast Alaska House districts.

The council directed staff to draft a letter and send it to the Redistricting Board letting them know the city favors retaining all of Prince of Wales in a single house district and that the two Southeast Alaska House districts be formed out of the four House districts.

Russell Dill demonstrated to the council the new 96 gallon, bear resistant trash cans, and said that Public Works had placed 25 cans in the Tanner Crab area to see how they perform for the public.

COUNCIL COMMENTS

Councilman Kampnich acknowledged the passing of Debbie Trozelle, Jean Bland, and Doris Williams and recognized their contributions to the community. The council said they will be missed.

EXECUTIVE SESSION

1. An executive session of the Craig City Council to discuss matters, the immediate knowledge of which by law, municipal charter, or ordinance are required to be confidential: to discuss the personnel matters related to the resignation of the city administrator.

KAMPNICH/BAZINET

Moved to Convene an Executive Session of the Craig City Council to Discuss Matters, the Immediate Knowledge of Which Would Clearly Have an Adverse Effect Upon the Finances of the Public Entity, and Matters Which by Law, Municipal Charter, or Ordinance are Required to be Confidential: to Discuss Personnel Matters Related to the Resignation of the City Administrator.
MOTION CARRIED UNANIMOUSLY AT 7:20 P.M.

MCKINLEY/SCHOONOVER

Moved to Reconvene into Open Session.
MOTION CARRIED UNANIMOUSLY AT 7:46 P.M

MCDONALD/BAZINET

Moved to Renew the City Administrator Contract at Wage Rate of \$55.00 Per Hour, Per 40 Hour Work Week, Effective July, 1, 2021.
MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

MCDONALD/MCKINLEY

Moved to adjourn at 7:50 p.m.
MOTION CARRIED

APPROVED on the _____ day of _____, ____.

MAYOR TIMOTHY O’CONNOR

ATTEST: _____
TRACEY JENSEN, CITY CLERK

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

10/25/2021

ABC BOARD

LIQUOR LICENSE 2022 - 2023

TEMPORARY

5768

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2023 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Brewery

LICENSE FEE: \$1,000.00

1080

CITY / BOROUGH: Craig
Unorganized Borough

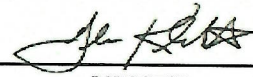
D/B/A: First and Main Brew
107 First Street

Mail Address:
First and Main Brew, LLC
P.O. Box 863
Craig, AK 99921

This license cannot be transferred without permission
of the Alcoholic Beverage Control Board

Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD



DIRECTOR

04-900 (REV 7/21)

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

STATE OF ALASKA - ALCOHOLIC BEVERAGE CONTROL BOARD

LICENSE NUMBER

FORM CONTROL

XXXX

ISSUED

10/25/2021

ABC BOARD

LIQUOR LICENSE 2022 - 2023

TEMPORARY

5768

LICENSE RENEWAL APPLICATION DUE
DECEMBER 31, 2023 (AS 04.11.270(b))

THIS LICENSE EXPIRES MIDNIGHT
FEBRUARY 28, 2024 UNLESS DATED BELOW

TYPE OF LICENSE: Brewery

LICENSE FEE: \$1,000.00

CITY / BOROUGH: Craig
Unorganized Borough

D/B/A: First and Main Brew
107 First Street

Mailing Address:
First and Main Brew, LLC
P.O. Box 863
Craig, AK 99921

This license cannot be transferred without permission
of the Alcoholic Beverage Control Board

Special restriction - see reverse side

ISSUED BY ORDER OF THE
ALCOHOLIC BEVERAGE CONTROL BOARD

COPY

DIRECTOR

THIS LICENSE MUST BE POSTED IN A VISIBLE PLACE ON THE PREMISES

04-900 (REV 7/21)



Alaska Alcoholic Beverage Control Board

2022-2023 Master Checklist: Renewal License Application

Doing Business As:	First and Main Brew	License Number:	5768
License Type:	Brewery		
Examiner:	KNS S.	Transaction #:	100285488

Document	Received	Completed	Notes
AB-17: Renewal Application	10/19	10/25/21	
App and License Fees	10/19	10/25/21	

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit			
COI / COC / 5 Star / FAA Cert			
FP Cards & Fees / AB-08a			
Late Fee			

Names on FP Cards:	
--------------------	--

	Yes	No	N/A
CBPL Entity Printout included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business License Copy included?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Background(s) Completed & Date: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Special Consideration: _____ Board Meeting Date: 1-18-2022

LGB Sent Date: 10/25/2021 LGB Deadline Date: _____

LGB 1 Name: City of Craig LGB 2 Name: N/A

Waive
 Protest
 Lapsed
 Waive
 Protest
 Lapsed



Alaska Alcoholic Beverage Control Board

Form AB-17: 2022/2023 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2021 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2022 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Establishment Contact Information

Licensee (Owner):	First and Main Brew, LLC	License #:	5768
License Type:	Brewery		
Doing Business As:	First and Main Brew		
Premises Address:	107 First St.		
Local Governing Body:	City of Craig		
Community Council:			

If your mailing address has changed, write the NEW address below:

Mailing Address:					
City:		State:		ZIP:	

Section 1 – Licensee Contact Information

Contact Licensee: The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.

This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	Josh Andrews	Contact Phone:	(907) 401-0127
Contact Email:	josh@firstandmainbrew.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee about your license, list them below:

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			

AMCO

OCT 19 2021



Form AB-17: 2022/2023 License Renewal Application

Section 2 – Entity or Community Ownership Information

Sole Proprietors should skip this Section.

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.

<https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #:	10088286
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READ BEFORE PROCEEDING: Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of \$48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The **only exception** to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- **Corporations** of *any* type including *non-profit* must list **ONLY** the following:
 - All shareholders who own 10% or more stock in the corporation
 - Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
- **Limited Liability Corporations**, of *any* type must list **ONLY** the following:
 - All Members with an ownership interest of 10% or more
 - All Managers (of the LLC, not the DBA) regardless of percentage owned
- **Partnerships** of *any* type, including *Limited Partnerships* must list **ONLY** the following:
 - Each Partner with an interest of 10% or more
 - All General Partners regardless of percentage owned

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. **If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.**

Name of Official:	Josh Andrews			
Title(s):	Member,	Phone:	(907) 401-0127	% Owned: 25
Mailing Address:	PO Box 863			
City:	Craig	State:	Alaska	ZIP: 99921

Name of Official:	Jeremiah Andrews			
Title(s):	Member,	Phone:	(503) 880-3294	% Owned: 25
Mailing Address:	203 NE 3rd St			
City:	McMinnville	State:	Oregon	ZIP: 97128-4818

Name of Official:	Shelby Beck Andrews			
Title(s):	Member	Phone:	(907) 401-0128	% Owned: 25
Mailing Address:	PO Box 863			
City:	Craig	State:	Alaska	ZIP: 99921

AMCO

OCT 19 2021



Form AB-17: 2022/2023 License Renewal Application

Section 2 – Entity or Community Ownership Information

Sole Proprietors should skip this Section.

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.

<https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #:	10088286
-----------------------	----------

READ BEFORE PROCEEDING: Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of \$48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The **only exception** to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- **Corporations** of ***any*** type *including non-profit* must list **ONLY** the following:
 - All shareholders who own 10% or more stock in the corporation
 - Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
- **Limited Liability Corporations**, of ***any*** type must list **ONLY** the following:
 - All Members with an ownership interest of 10% or more
 - All Managers (of the LLC, not the DBA) regardless of percentage owned
- **Partnerships** of ***any*** type, *including Limited Partnerships* must list **ONLY** the following:
 - Each Partner with an interest of 10% or more
 - All General Partners regardless of percentage owned

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. **If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.**

Name of Official:	Robert Andrews				
Title(s):	Member	Phone:	(907) 826-2125	% Owned:	25
Mailing Address:	PO Box 1072				
City:	Craig	State:	Alaska	ZIP:	99921

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	

Name of Official:					
Title(s):		Phone:		% Owned:	
Mailing Address:					
City:		State:		ZIP:	

AMCO

OCT 19 2021



Form AB-17: 2022/2023 License Renewal Application

Section 3 – Sole Proprietor Ownership Information

Corporations, LLC's and Partnerships of ALL kinds should skip this section.

READ BEFORE PROCEEDING: Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's, payment of \$48.25 for each new owner or officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone number, and mailing address for each owner or partner whose information we require.

If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.

This individual is an: Applicant Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an: Applicant Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

Section 4 – License Operation

Check ONE BOX for EACH CALENDAR YEAR that best describes how this liquor license was operated:

- | | 2020 | 2021 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------|
| 1. The license was regularly operated continuously throughout each year. (Year-round) | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. The license was only operated during a specific season each year. (Seasonal)
<i>If your operation dates have changed, list them below:</i>
_____ to _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i>
<u>If you have not met the minimum number of hours of operation in 2020 and/or 2021, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.</u> | <input type="checkbox"/> | <input type="checkbox"/> |

Section 5 – Violations and Convictions

Have ANY Notices of Violation been issued for this license OR has ANY person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2020 or 2021?

Yes No

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)

If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.

AMCO

OCT 19 2021



Form AB-17: 2022/2023 License Renewal Application

Section 6 – Certifications

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

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and accurately listed, and I have provided AMCO with all required changes of Shareholders (10% or more), Managers, Corporate Officers/Board of Directors, Partners, Controlling Interest or Ownership of the business license, and have provided all required documents for any new or changes in officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name from what is currently approved and on file with the Alcoholic Beverage Control Board.

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

Signature of licensee

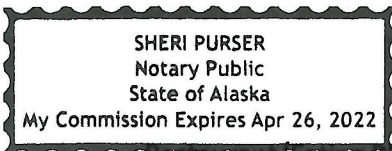
Signature of Notary Public

Joshua Andrews

Printed name of licensee

Notary Public in and for the State of: Alaska

My commission expires: Apr 26, 2022



Subscribed and sworn to before me this 13 day of October, 2021.

Restaurant/Lating Place applications must include a completed AB-33: Restaurant Receipts Affidavit

Recreational Site applications must include a completed Recreational Site Statement

Tourism applications must include a completed Tourism Statement

Wholesale applications must include a completed AB-25: Supplier Certification

Common Carrier applications must include a current safety inspection certificate

All renewal and supplemental forms are available online

Any application that is not complete or does not include ALL required completed forms and fees will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.

FOR OFFICE USE ONLY

License Fee:	\$ <u>1000</u>	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$ <u>1300</u>

AMCO
OCT 19 2021

Department of Commerce, Community, and Economic Development
**CORPORATIONS, BUSINESS & PROFESSIONAL
 LICENSING**

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ENTITY DETAILS

Name(s)

Type	Name
Legal Name	First and Main Brew, LLC

Entity Type: Limited Liability Company

Entity #: 10088286

Status: Good Standing

AK Formed Date: 7/20/2018

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2022 [File Biennial Report](#)

Entity Mailing Address: PO BOX 863, CRAIG, AK 99921

Entity Physical Address: 107 FIRST STREET, CRAIG, AK 99921

Registered Agent

Agent Name: Joshua Andrews

Registered Mailing Address: PO BOX 863, CRAIG, AK 99921-0863

Registered Physical Address: 201 SPRUCE STREET, CRAIG, AK 99921

Officials

Show Former

AK Entity #	Name	Titles	Owned
	Jeremiah Andrews	Member	25.00
	Joshua Andrews	Member	25.00
	ROBERT ANDREWS	Member	25.00

AK Entity #	Name	Titles	Owned
	SHELBY BECK ANDREWS	Member	25.00

Filed Documents

Date Filed	Type	Filing	Certificate
7/20/2018	Creation Filing	Click to View	Click to View
7/23/2018	Initial Report	Click to View	
9/17/2018	Change of Officials	Click to View	
10/03/2019	Biennial Report	Click to View	

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Department of Commerce, Community, and Economic Development
**DIVISION OF CORPORATIONS, BUSINESS &
PROFESSIONAL LICENSING**

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LICENSE DETAILS

License #: 1076255

[Print Business License](#)

Business Name: FIRST AND MAIN BREW, LLC

Status: Active

Issue Date: 07/23/2018

Expiration Date: 12/31/2022

Mailing Address: P.O. BOX 863
CRAIG, AK 99921

Physical Address: 107 FIRST STREET
CRAIG, AK 99921

Owners

FIRST AND MAIN BREW, LLC

Activities

Line of Business	NAICS	Professional License #
31 - Manufacturing	312120 - BREWERIES	

Endorsements

No Endorsements Found

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 29, 2021
RE: November Staff Report

1. Recruitment Efforts

Staff continues to solicit applications for several vacant full time and part time positions:

City Librarian	Full-time Lifeguard	Part-time lifeguards
Public Works Mechanic	Recreation Assistant	Library Clerk
Police Dispatcher	EMT-I	

2. EMS Physician Sponsor Visit

I met with Dr. Koehler, the Craig EMS physician sponsor, during her recent visit to Craig. We discussed several EMS matters, including basic life support practices, EMT recruitment, attendance at the statewide EMS symposium in Anchorage, EMT run reporting, replacing the oxygen generator, and protocols for blood draws at the Craig jail facility. EMS staff will continue to work on implementation of her matters raised by Dr. Koehler. I thanked Dr. Koehler for her sponsorship.

3. False Island Dock Project

The city received just one response to its published a solicitation for engineering work to add zinc anodes to the steel piling at the JT Brown Industrial Dock. The project is budgeted in the current fiscal year. Staff will likely bring to the council a recommendation on how best to proceed with the project.

4. Local Landfill

The City of Klawock is making efforts to secure funding to make some substantial improvements to the local landfill, which Klawock operates. The landfill lies within the Craig municipal boundaries. Klawock is tentatively approved in a federal appropriations bill (still under consideration in Congress) for more than \$1 million to convert its existing tipping floor into one that will bale solid waste and load the bales in a closed top, 40' container (the current practice is to load unbaled waste into an open top container). Alaska Marine Lines, which has the contract to haul the waste from the landfill to the Seattle area, believes that open top containers are too prone to catching fire, creating a liability that the company is unwilling to accept. The project includes renovation of the existing building, a baler, forklift, ramps, wiring, and excavator. If the funding sought is approved, Klawock City Administrator Anna Guthrie will keep Craig posted as to progress on the project, including providing the city proposed site plans in compliance with the city's zoning code.

5. ARPA Funds

As I have reported in the past, my understanding of payments due to Craig under the American Rescue Plan Act will amount to about \$600,000. The city has received about one-quarter of that amount to date, held in a separate account at First Bank. City staff have been in contact with staff at the State of Alaska to monitor progress on subsequent payments. The outlook for the remaining payments is nebulous. I hope to pin down soon details on subsequent payments.

6. AFDF Reception

Mayor O'Connor, Councilman Kampnich, and I recently attended a reception hosted by the Alaska Fisheries Development Foundation. The reception gave us the opportunity to meet with visiting individuals involved with mariculture (especially kelp and seaweed production) from around the world. In attendance were kelp farm operators, kelp processors, funding agencies, and interested third parties. The group was here in part to evaluate the suitability of POW Island for new kelp mariculture sites, upland areas suitable for processing kelp, and measure the mariculture potential relative to existing commercial and subsistence fisheries and land uses.

7. Travel Schedule

None scheduled.

CITY OF CRAIG
MEMORANDUM

October 28, 2021

To: City Council

From: Sheri Purser, Treasurer

Re: Monthly Report

The October monthly financial reports are included.

I took a Government Accounting Intensive Series Class through GFOA (Government Finance Officers Association). It was a great class and it helped me become more understanding of the government accounting side and how it is looked at compared to other accounting practices. I am hoping to take some more government accounting classes as well. I am getting my bachelor's in Financing through BYU-I and they don't have any specific Government Finance classes so I will be looking separately for that.

Russ has received the new 96-gallon bear proof cans for residence of Craig. Currently, we are not going charge any different than their rates as they have them now. Russ and his crew are doing a test run and set these cans down Tanner Crab, which is a high bear activity area. He wants to see if these cans are going to work well before we distribute any more out.

We are getting ready for the Senior Cards. We are already receiving phone calls and people coming to the city wanting their new cards. The new color will be Orange. We are preparing letter's to be sent out to the businesses to ask them to verify the seniors have a card, and they are the correct color as we transition to the new cards in January. We are preparing a letter to send out as well as a public announcement to let the seniors know there is an application they can print off from the city website. They will need to bring the application in along with their proof of PFD's to qualify for the new card.

We sent out our first utility bill with the new rates. We did not many phones calls about the new bills. We are getting ready to send out utility bills for October's usage. 3rd Quarter Sales Tax are due at the end of this month. 2nd half of the property taxes are due December 31st.

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

City of Craig
Cash Balances
10/31/2021

General Fund

Deposit Clearing Account	100,592.34
Checking - First Bank	3,563,386.26
Checking - Wells Fargo	25,218.73
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
Wells Fargo CD Saving Account	<u>510,912.14</u>
Total	<u>4,201,169.42</u>

Restricted Fund

Cares Fund Checking	152,318.52
Cash, Police Fund	40,917.41
Cash Evidence, Police	4,416.00
Police Petty Cash	781.17
Cash Equipment Fund	555,762.39
Cash Hatchery Salmon Derby	14,762.22
MM Park Funds	7,702.76
Fish Quota Funds	15,552.70
MM POW Clinic Funds	46,429.61
MM Invest Muni Land	569,132.62
Hatchery Saving Account	55,276.94
Cash MMkt NFR -School FB	61,567.76
Cash Invest School Funds APCM	2,901,437.01
Accrued Interest, School	<u>9,484.00</u>
Total	<u>4,435,541.11</u>

Endowment

Cash Held Endowment	11,727.36
Fixed Inc. Investment Endowment	5,114,714.59
Accr. Int., Endowment	19,753.35
Equity Invest., Endowment	6,792,733.20
Unrealized Gain/Loss Endowment	109,800.68
Unrealized Gain/Loss Equity, Endowment	<u>4,235,468.21</u>
Total	<u>16,284,197.39</u>

Enterprise Fund

DNR Performance CD	<u>8,500.00</u>
Total	<u>8,500.00</u>

City of Craig
02. Craig Gov Revenue

October 31, 2021

	M-T-D Actual	Y-T-D Actual	Budget	Over(Under) Budget	% of
01 00.4000.00 000 Property Tax	0	683,259	674,000	9,259	101
01 00.4050.00 000 Sales Tax	532,009	1,078,304	1,051,550	26,754	103
01 00.4051.00 000 1% Sales Tax for School	0	0	330,850	(330,850)	0
01 00.4052.00 000 Alaska Remote Sales Tax	0	36,397	75,000	(38,603)	49
01 00.4053.00 000 1% Sales Tax Pool & Rec	0	0	330,850	(330,850)	0
01 00.4060.00 000 Liquor Sales Tax	35,254	63,726	120,000	(56,274)	53
01 00.4065.00 000 Transient Room Tax	9,455	15,005	20,000	(4,995)	75
01 00.4070.00 000 Property Tax Penalties	0	(203)	0	(203)	0
01 00.4080.00 000 Sales Tax Penalties	0	3	0	3	0
Total Local Taxes	576,718	1,876,491	2,602,250	(725,759)	72
01 00.4100.00 000 Property PILT Funding	0	308,960	300,000	8,960	103
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	0	50,000	(50,000)	0
01 00.4120.00 000 Shared Fish Tax - DCED	0	0	1,000	(1,000)	0
Total State Revenue	0	308,960	405,000	(96,040)	76
01 00.4200.00 100 COVID 19 ARPA (NEA)	0	152,319	100,000	52,319	152
01 00.4220.00 000 EMS Service Fees	4,758	21,858	60,000	(38,142)	36
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	1,200	7,734	50,000	(42,266)	15
01 00.4270.00 000 Library Fees	0	0	1,000	(1,000)	0
01 00.4275.00 000 Recreation Revenue	1,447	3,448	15,000	(11,552)	23
01 00.4280.00 000 Senior Card Fees	0	150	3,000	(2,850)	5
01 00.4620.00 000 Taxi Permit Fees	0	0	100	(100)	0
01 00.4640.00 000 Building Permit Fees	0	120	8,000	(7,880)	2
01 00.4644.00 000 Access Permit Fees	0	2,794	0	2,794	0
01 00.4646.00 000 PSN Road Maintenance	0	0	27,000	(27,000)	0
01 00.4646.01 000 PSN Road Maintenance Residence Fee	0	43	0	43	0
Total Permits & Fees	7,405	188,466	240,100	(51,634)	78
01 00.4300.00 000 Property Lease/Rentals	0	10,299	63,000	(52,701)	16
01 00.4400.00 000 Material Sales	0	0	1,000	(1,000)	0
Total Local Revenue	0	10,299	64,000	(53,701)	16
01 00.4700.00 000 Police-Fines,Citation	110	3,630	10,000	(6,370)	36
01 00.4701.00 000 Animal Impound Fees	0	105	0	105	0
01 00.4702.00 000 Drivers License Fees	100	164	0	164	0
01 00.4703.00 000 Motor Vehicle Commision	4,071	25,714	60,000	(34,286)	43
01 00.4650.00 000 State Trooper Dispatch	0	3,000	7,200	(4,200)	42
01 00.4660.00 000 State Jail Contract Revenue	89,381	89,381	357,524	(268,143)	25
01 00.4665.00 000 Klawock Dispatch	0	13,272	53,088	(39,816)	25
01 00.4670.00 000 Forest Service Dispatch	0	0	3,000	(3,000)	0
Total Public Safety Funds	93,662	135,266	490,812	(355,546)	28
01 00.4820.00 000 Interest Income (A/R)	157	966	1,000	(34)	97
01 00.4900.00 000 Misc Revenue	413	3,615	5,000	(1,385)	72
Total Other Revenue	570	4,581	6,000	(1,419)	76
Total Revenues	\$ 678,355	\$ 2,524,063	\$ 3,808,162	\$ (1,284,099)	\$ 66

RETURN TO TOP

City of Craig

Revenue and Expense YTD & Budget

October 31, 2021

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Administration				
Total Personnel Expenditures	112,456	0	112,456	330,652
Total Benefits Expenditures	44,955	0	44,955	124,715
Total Contract Expenditures	84,184	0	84,184	170,110
Total Travel & Expenditures	3,993	1,483	5,476	12,045
Total Materials Expenditures	10,803	0	10,803	6,800
Total Utilities Expenditures	2,389	0	2,389	16,850
Total Repairs & Maint Expenditures	998	0	998	3,260
Total Other Expenditures	15,414	576	15,990	26,920
Total Capital & Debt Expenditures	0	0	0	1,000
Total Expenditures	<u>\$ 275,192</u>	<u>\$ 2,059</u>	<u>\$ 277,251</u>	<u>\$ 692,352</u>
Excess Revenue Over (Under)	<u>\$ (275,192)</u>	<u>\$ (2,059)</u>	<u>\$ (277,251)</u>	<u>\$ (692,352)</u>
Council				
Total Personnel Expenditures	5,361	0	5,361	12,920
Total Benefits Expenditures	523	0	523	5,008
Total Contract Expenditures	615	0	615	950
Total Travel & Expenditures	3,847	804	4,651	2,050
Total Materials Expenditures	0	0	0	0
Total Utilities Expenditures	12	0	12	0
Total Repairs & Maint Expenditures	0	0	0	0
Total Other Expenditures	0	0	0	220
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ 10,358</u>	<u>\$ 804</u>	<u>\$ 11,162</u>	<u>\$ 21,148</u>
Excess Revenue Over (Under)	<u>\$ (10,358)</u>	<u>\$ (804)</u>	<u>\$ (11,162)</u>	<u>\$ (21,148)</u>
Planning				
Total Personnel Expenditures	27,305	0	27,305	49,573
Total Benefits Expenditures	8,110	0	8,110	19,452
Total Contract Expenditures	1,884	0	1,884	6,500
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	13,867	1,402	15,269	1,000
Total Utilities Expenditures	0	0	0	0
Total Repairs & Maint Expenditures	0	0	0	500
Total Other Expenditures	2,716	0	2,716	1,015
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ 53,882</u>	<u>\$ 1,402</u>	<u>\$ 55,284</u>	<u>\$ 78,040</u>
Excess Revenue Over (Under)	<u>\$ (53,882)</u>	<u>\$ (1,402)</u>	<u>\$ (55,284)</u>	<u>\$ (78,040)</u>
Parks & Facilities				
Total Personnel Expenditures	43,249	0	43,249	135,100
Total Benefits Expenditures	19,461	0	19,461	71,111
Total Contract Expenditures	1,012	480	1,492	11,100

City of Craig

Revenue and Expense YTD & Budget

October 31, 2021

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Total Travel & Expenditures	120	0	120	0
Total Materials Expenditures	4,671	2,087	6,759	22,900
Total Utilities Expenditures	4,653	0	4,653	16,000
Total Repairs & Maint Expenditures	980	0	980	22,250
Total Other Expenditures	25	0	25	11,968
Total Capital & Debt Expenditures	2,057	0	2,057	33,680
Total Expenditures	<u>\$ 76,228</u>	<u>\$ 2,567</u>	<u>\$ 78,796</u>	<u>\$ 324,109</u>
Excess Revenue Over (Under)	<u>\$ (76,228)</u>	<u>\$ (2,567)</u>	<u>\$ (78,796)</u>	<u>\$ (324,109)</u>

Public Works

Total Personnel Expenditures	45,999	0	45,999	155,380
Total Benefits Expenditures	31,172	0	31,172	105,171
Total Contract Expenditures	0	0	0	720
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	11,361	13,236	24,596	30,750
Total Utilities Expenditures	2,325	0	2,325	14,900
Total Repairs & Maint Expenditures	15,170	18,260	33,429	68,200
Total Other Expenditures	41	0	41	7,798
Total Capital & Debt Expenditures	250	62,751	63,001	129,000
Total Expenditures	<u>\$ 106,318</u>	<u>\$ 94,247</u>	<u>\$ 200,563</u>	<u>\$ 511,919</u>
Excess Revenue Over (Under)	<u>\$ (106,318)</u>	<u>\$ (94,247)</u>	<u>\$ (200,563)</u>	<u>\$ (511,919)</u>

Police

Total Personnel Expenditures	158,000	0	158,000	582,521
Total Benefits Expenditures	79,128	0	79,128	354,234
Total Contract Expenditures	1,598	0	1,598	8,920
Total Travel & Expenditures	740	0	740	3,000
Total Materials Expenditures	14,886	5,063	19,948	49,500
Total Utilities Expenditures	3,485	0	3,485	27,000
Total Repairs & Maint Expenditures	0	0	0	0
Total Other Expenditures	2,987	384	3,371	31,614
Total Capital & Debt Expenditures	15,000	0	15,000	25,650
Total Expenditures	<u>\$ 275,824</u>	<u>\$ 5,447</u>	<u>\$ 281,270</u>	<u>\$ 1,082,439</u>
Excess Revenue Over (Under)	<u>\$ (275,824)</u>	<u>\$ (5,447)</u>	<u>\$ (281,270)</u>	<u>\$ (1,082,439)</u>

EMS

Total Personnel Expenditures	57,526	0	57,526	181,480
Total Benefits Expenditures	20,006	0	20,006	77,917
Total Contract Expenditures	874	650	1,524	4,500
Total Travel & Expenditures	(75)	0	(75)	8,400
Total Materials Expenditures	1,512	0	1,512	18,150
Total Utilities Expenditures	1,116	0	1,116	4,900
Total Repairs & Maint Expenditures	0	0	0	0
Total Other Expenditures	0	0	0	6,351

City of Craig

Revenue and Expense YTD & Budget

October 31, 2021

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	\$ 80,959	\$ 650	\$ 81,609	\$ 301,698
Excess Revenue Over (Under)	\$ (80,959)	\$ (650)	\$ (81,609)	\$ (301,698)

Fire Department

Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	0	0	0	4,186
Total Contract Expenditures	5,100	0	5,100	5,400
Total Travel & Expenditures	0	0	0	2,700
Total Materials Expenditures	211	0	211	2,600
Total Utilities Expenditures	461	0	461	5,900
Total Repairs & Maint Expenditures	0	0	0	1,000
Total Other Expenditures	0	0	0	4,827
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	\$ 5,772	\$ 0	\$ 5,772	\$ 26,613
Excess Revenue Over (Under)	\$ (5,772)	\$ 0	\$ (5,772)	\$ (26,613)

Library

Total Revenues	\$ 7,400	\$ 0	\$ 7,400	\$ 0
Total Personnel Expenditures	19,559	0	19,559	62,263
Total Benefits Expenditures	10,171	0	10,171	48,500
Total Contract Expenditures	2,570	1,195	3,765	3,175
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	5,883	(924)	4,958	7,000
Total Utilities Expenditures	1,600	0	1,600	10,600
Total Repairs & Maint Expenditures	0	0	0	1,000
Total Other Expenditures	0	0	0	1,750
Total Capital & Debt Expenditures	0	0	0	2,500
Total Expenditures	\$ 39,783	\$ 271	\$ 40,053	\$ 136,788
Excess Revenue Over (Under)	\$ (32,383)	\$ (271)	\$ (32,653)	\$ (136,788)

Recreation

Total Personnel Expenditures	14,715	0	14,715	40,606
Total Benefits Expenditures	9,441	0	9,441	27,227
Total Contract Expenditures	600	0	600	1,500
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	344	0	344	29,525
Total Utilities Expenditures	1,393	0	1,393	13,000
Total Repairs & Maint Expenditures	0	0	0	2,100
Total Other Expenditures	62	0	62	5,130
Total Capital & Debt Expenditures	0	0	0	6,439
Total Expenditures	\$ 26,555	\$ 0	\$ 26,555	\$ 125,527
Excess Revenue Over (Under)	\$ (26,555)	\$ 0	\$ (26,555)	\$ (125,527)

City of Craig

Revenue and Expense YTD & Budget

October 31, 2021

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Aquatic Center				
Total Personnel Expenditures	44,263	0	44,263	166,960
Total Benefits Expenditures	25,551	0	25,551	116,480
Total Contract Expenditures	0	0	0	6,400
Total Travel & Expenditures	8,014	0	8,014	11,080
Total Materials Expenditures	1,946	(1,399)	547	23,720
Total Utilities Expenditures	35,464	0	35,464	126,000
Total Repairs & Maint Expenditures	135	0	135	3,800
Total Other Expenditures	342	0	342	11,800
Total Capital & Debt Expenditures	102,244	7,442	109,686	165,838
Total Expenditures	<u>\$ 217,959</u>	<u>\$ 6,043</u>	<u>\$ 224,002</u>	<u>\$ 632,078</u>
Excess Revenue Over (Under)	<u>\$ (217,959)</u>	<u>\$ (6,043)</u>	<u>\$ (224,002)</u>	<u>\$ (632,078)</u>
Sewer				
Total Revenues	\$ 83,764	\$ 0	\$ 83,764	\$ 290,000
Total Personnel Expenditures	29,900	0	29,900	77,087
Total Benefits Expenditures	15,821	0	15,821	43,765
Total Contract Expenditures	824	0	824	7,800
Total Travel & Expenditures	400	0	400	1,280
Total Materials Expenditures	1,977	1,083	3,060	8,200
Total Utilities Expenditures	6,454	0	6,454	55,741
Total Repairs & Maint Expenditures	783	8,380	9,163	4,000
Total Other Expenditures	466	0	466	9,450
Total Capital & Debt Expenditures	39,300	65,551	104,851	66,500
Total Expenditures	<u>\$ 95,925</u>	<u>\$ 75,014</u>	<u>\$ 170,939</u>	<u>\$ 273,823</u>
Excess Revenue Over (Under)	<u>\$ (12,161)</u>	<u>\$ (75,014)</u>	<u>\$ (87,175)</u>	<u>\$ 16,177</u>
Water				
Total Revenues	\$ 106,004	\$ 0	\$ 106,004	\$ 326,778
Total Personnel Expenditures	46,805	0	46,805	134,003
Total Benefits Expenditures	22,480	0	22,480	70,577
Total Contract Expenditures	1,241	0	1,241	10,000
Total Travel & Expenditures	1,272	344	1,616	3,935
Total Materials Expenditures	5,163	221	5,384	67,400
Total Utilities Expenditures	8,580	0	8,580	57,400
Total Repairs & Maint Expenditures	1,664	1,924	3,589	10,000
Total Other Expenditures	476	0	476	12,850
Total Capital & Debt Expenditures	24,612	58,542	83,154	76,821
Total Expenditures	<u>\$ 112,293</u>	<u>\$ 61,031</u>	<u>\$ 173,325</u>	<u>\$ 442,986</u>
Excess Revenue Over (Under)	<u>\$ (6,289)</u>	<u>\$ (61,031)</u>	<u>\$ (67,321)</u>	<u>\$ (116,208)</u>
Garbage				
Total Revenues	\$ 113,969	\$ 0	\$ 113,969	\$ 322,280

City of Craig

Revenue and Expense YTD & Budget

October 31, 2021

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Total Personnel Expenditures	13,976	0	13,976	38,295
Total Benefits Expenditures	10,312	0	10,312	27,151
Total Contract Expenditures	65,027	0	65,027	211,500
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	1,007	228	1,235	9,300
Total Utilities Expenditures	56	0	56	500
Total Repairs & Maint Expenditures	457	0	457	7,500
Total Other Expenditures	466	0	466	3,500
Total Capital & Debt Expenditures	500	40,000	40,500	40,000
Total Expenditures	<u>\$ 91,801</u>	<u>\$ 40,228</u>	<u>\$ 132,029</u>	<u>\$ 337,746</u>
Excess Revenue Over (Under)	<u>\$ 22,168</u>	<u>\$ (40,228)</u>	<u>\$ (18,060)</u>	<u>\$ (15,466)</u>

Harbor

Total Revenues	\$ 190,128	\$ 0	\$ 190,128	\$ 269,600
Total Personnel Expenditures	44,674	0	44,674	148,739
Total Benefits Expenditures	23,423	0	23,423	99,896
Total Contract Expenditures	129	0	129	900
Total Travel & Expenditures	4,415	968	5,383	2,200
Total Materials Expenditures	3,633	988	4,621	8,900
Total Utilities Expenditures	5,545	0	5,545	44,592
Total Repairs & Maint Expenditures	51	1,615	1,666	108,050
Total Other Expenditures	12,984	0	12,984	35,550
Total Capital & Debt Expenditures	1,120	525	1,645	1,650
Total Expenditures	<u>\$ 95,974</u>	<u>\$ 4,096</u>	<u>\$ 100,070</u>	<u>\$ 450,477</u>
Excess Revenue Over (Under)	<u>\$ 94,154</u>	<u>\$ (4,096)</u>	<u>\$ 90,058</u>	<u>\$ (180,877)</u>

JTB Industrail Park

Total Revenues	\$ 461,219	\$ 0	\$ 461,219	\$ 592,589
Total Personnel Expenditures	58,912	0	58,912	93,421
Total Benefits Expenditures	11,163	0	11,163	35,938
Total Contract Expenditures	1,491	0	1,491	1,900
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	2,778	1,187	3,966	49,975
Total Utilities Expenditures	19,827	0	19,827	53,336
Total Repairs & Maint Expenditures	212	704	916	17,500
Total Other Expenditures	0	0	0	12,325
Total Capital & Debt Expenditures	238	730	968	97,000
Total Expenditures	<u>\$ 94,621</u>	<u>\$ 2,621</u>	<u>\$ 97,243</u>	<u>\$ 361,395</u>
Excess Revenue Over (Under)	<u>\$ 366,598</u>	<u>\$ (2,621)</u>	<u>\$ 363,976</u>	<u>\$ 231,194</u>

Ward Cove Cannery

Total Revenues	\$ 1,894	\$ 0	\$ 1,894	\$ 7,000
Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	0	0	0	0

City of Craig

Revenue and Expense YTD & Budget

October 31, 2021

	Y-T-D Actual	Y-T-D Encumbrance	Total	Y-T-D Budget
Total Contract Expenditures	0	0	0	50,000
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	44	0	44	750
Total Utilities Expenditures	235	0	235	1,600
Total Repairs & Maint Expenditures	23	0	23	0
Total Other Expenditures	0	0	0	1,020
Total Capital & Debt Expenditures	0	0	0	1,000
Total Expenditures	<u>\$ 302</u>	<u>\$ 0</u>	<u>\$ 302</u>	<u>\$ 54,370</u>
Excess Revenue Over (Under)	<u>\$ 1,592</u>	<u>\$ 0</u>	<u>\$ 1,592</u>	<u>\$ (47,370)</u>
GF Revenue				
Total Revenues	\$ 2,524,063	\$ 0	\$ 2,524,063	\$ 3,808,162
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 Expenditures	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>\$ 2,524,063</u>	<u>\$ 0</u>	<u>\$ 2,524,063</u>	<u>\$ 3,808,162</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
Total Utilities Expenditures	0	0	0	0
Total Repairs & Maint Expenditures	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	143	0	143	0
Other Funding Sources/Outflows	143	0	143	0

City Of Craig Memorandum

To: Mayor Tim O'Connor and Craig City Council
From: Jessica Holloway, Aquatic Manager
RE: October/November 2021
Date: October 28, 2021

The pool has really slowed down with patron usage. We had to close early on several days with Chris and Ethan traveling for High school swim team.

The High School swim team will travel to Ketchikan this weekend to compete at Regionals and then a handful of them will travel next week to Anchorage for State.

We are not sure of the date at this moment but I will have them by the meeting next week, we will be closing for a few days in November so Chris and I can go and obtain our WSI Certification in Ketchikan and then most likely in December for a week due to staff vacations over Christmas.

The Wave Runners are still in the water and doing extremely well.

The Pool is still currently seeking a full time position and a couple part time positions. We will be hiring Ben Dill as soon as he completes the bookwork and in water work.

We have started getting the purchases made from our budget so we are expecting many deliveries in the next few weeks.

Lewis is back to work and a proud Daddy. His son was born on September 30th and doing very well.

We are just trying to stay afloat at the moment without all of us losing our mind.

Please if you have any questions or concerns feel free to call or email me at the pool .

CITY OF CRAIG MEMORANDUM

To: Mayor O'Connor and the Craig City Council
From: Tracey Jensen, City Clerk
Date: October 28, 2021
RE: 2021 Staff Report

Municipal Elections:

The clerk has finished processing the 2021 City of Craig Municipal Elections information after the council has certified the election.

City Council Meetings:

The majority of the clerk's duties consist of compiling information for the council; council meeting set up; preparing council packets; staff reports; and creating council meeting minutes. There are two sets of meeting minutes in this November 4, 2021, council meeting packet for consideration of approval as I am playing catch up after the Municipal Election.

Next Craig City Council Meeting:

The third Thursday of the Month will be November 18, 2021, for the next council meeting.

Craig Cemetery:

The clerk is working with Brain Templin, City Planner and Doug Ward on the beginning framework of the cemetery request for proposals and cemetery information.

Personal leave and Travel:

There is no personal leave or travel scheduled at this time.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Brian Templin, City Planner
Date: October 28, 2021
RE: Planner Staff Report

Craig Harbor Project

The USACE is continuing to work on the breakwater and harbor basin design. The corps is still on schedule to have designs and specs complete and will then send the entire package through their two internal reviews.

We are continuing our review of the construction Project Partnership Agreement (PPA) and will bring that agreement to the council for review prior to signing it. This document outlines our responsibility during the construction phase of the General Navigation Features (breakwater).

Negotiations on the federal infrastructure bill are continuing. We will monitor progress and funding within that bill related to our project.

Corvus Design Inc. and their team are continuing to work on the final draft of the concept site plans and associated documentation. We will likely have this in hand for the November 18, 2021 council meeting for the council to review.

We are also continuing to review the draft MOA between the USACE, the State Historic Preservation Office (SHPO) and ourselves that is required as a part of the USACE construction project.

We were recently notified by the USACE that the Craig Tribal Association has requested a formal consultation with the USACE about the project. The CTA letter to the USACE particularly states that the tribe feels that it has not been consulted adequately to date. The letter specifically mentions historic/cultural impacts and access to early run king salmon. This consultation will largely be a USACE tasking but we will work with USACE to determine the city's responsibilities in the process.

Cemetery Master Planning

Staff recently advertised for proposals to help with expansion planning of the Craig Cemetery. One proposal was submitted by the deadline. Corvus Design Inc. (the same firm that recently worked on the harbor/cannery site master planning) was the sole respondent. I reviewed the proposal with the city clerk and facilities manager to talk about our options. Ultimately we decided that Corvus appears to be a good firm to do the work and we settled on a scope of work/tasks that we would like to see from Corvus. We will be using some funds already budgeted in the Parks and Facilities budget for the cemetery/ballpark for this process. The goal of the planning process is to establish some

options and a schedule for expansion of the existing cemetery (to include new facilities like a columbarium). We will be able to use this plan in future years to help budget and complete improvements on a schedule to keep capacity in the cemetery. This is especially important right now because the existing cemetery is near capacity and needs to be expanded. We will bring a request back to the council to approve award of a contract after we have finished negotiating with Corvus.

EMS Report, November

Submitted by Minnie Ellison, EMS Coordinator II

Current EMS Runs to date: 208

October runs: 26

I am working with Administration and Facilities to purchase an oxygen generation machine. The one we have is outdated, and we cannot get replacement parts for it. Doug from facilities has tried to get it running for us. I've also had one of our employees who was willing to look at it, without luck.

Tsai and Ken are working as Primary EMT's with an EMT or higher as their Secondary. If an EMT2 or higher is needed, then we are right there with them to take over the call.

I have subscribed to an EMT CEU program for our crew's continuing education. And, I have also recruited Patrick Alduenda PA-C, from SEARHC as a member of our squad to teach. He was a previous EMT and Firefighter before becoming a EMS Sponsoring Provider, in Montana. He is excited to join us. A few of our members have met with him this week, as well as his on hands teaching when we transfer patients to him at SEARHC.

An advertisement has gone out on Zip Recruiter for an Advanced level EMT to join our squad. We have not yet gotten any local interest.

Sorry for the brief report. Please don't hesitate to ask any questions.



Harbor Department Staff Report

To: City Council

From: Hans Hjort

Date: October 28, 2021

Re: Staff report

November Staff report

- New harbor staff is being trained and learning the duties and responsibilities of the positions.
- We have some maintenance projects planned for the Brownell boat trailer. We will be replacing the front axle hubs as well as painting the trailer. Currently we are waiting for a few more parts and about 15 more gallons of paint.
- We will start making some more permanent moorage assignments soon. We will be working from our waiting list.
- Harbor staff has been busy winterizing facilities as well as servicing and winterizing small harbor equipment.
- We recently moved a 20ft container from the public works yard and placed it next to our shop at false island. We will use the container to securely store harbor equipment and hardware.
- I will be traveling from the 10th to the 20th of this month but as usual may be reached by phone.

10/28/2021

10/1/2021-10/27/2021

Patron Visits: 489

Circulation: 1840

Computer Usage: 86

WiFi Usage: 152 unique visitors, 507 total visits

Tests Proctored: 0

Meetings: 1

Story Times: 2 Facebook, 2 Craig Head Start

Inter-Library Loans: 42

As much as it pains me to say it, this will be my last report to the Craig City Council. I have turned in my resignation and my last day of work is scheduled for November 12th. Please know that I am not leaving due to any difficulties or irritations within my position. Working at the library for the last 3+ years has been an absolute privilege and I could not have asked for a better work environment or set of colleagues and coworkers. I have the opportunity to be a stay-at-home mom and focus on homeschooling my daughter, and that is the only reason I am resigning. I would like to say thank you to Mayor O'Connor, Jon Bolling, city staff, and the council for all of their kindness and support.

I plan on being available to train a new director whenever one is hired, and I also hope to join the Craig Library Association and volunteer at the library when I can.

Submitted by Angela Matthews, Library Director

**CITY OF CRAIG
MEMORANDUM**



Date: 10/28/2021
To: Honorable Tim O'Connor, Craig City Council
Fr: RJ Ely, Police Chief
Re: Staff Report / October 2021 *RJ Ely*

ACTIVITY

Activity from September 30, 2021 through October 27, the Dispatch Center took the following amount of calls for service.

Craig	897
Klawock	317
AST	12

DEPARTMENT OF MOTOR VEHICLES

CDL road Tests are increasing and keeping Travis busy. Having lots of requests for Motorcycle Testing. Next available instructor's course, May or June 2022

DISPATCHER(S)

Have filled the part time / fill in position. Mackenzie Denham has been hired and is currently in training. Am still looking to fill the full time position.

OFFICER(S)

Officers gave talks at the High School, Middle School and Elementary School, Red Ribbon Week. As well, Halloween Safety Tips and participating in evacuation drills at the Middle School / Elementary School.

OTHER

Have obtained new hardware and software, fixing out Live Scan System – digital fingerprinting system.

Thorne Bay VPSO Shannon Bosdell is no longer in Thorne Bay. He has taken another VPSO position, in another location of Alaska, that isn't requiring mandatory vaccination.

District Attorney Tim McGillicuddy last day, Friday October 29, 2021. It still hasn't been announced, whom will be taking his position.

Seeing an increase in larger amounts of drugs being seized in Craig and on POW. CPD has a case, where a substantial amount of Fentanyl was seized.

Public works Report

10.27.2021

Streets and Alleys:

- a. Graded PSN road 10/05/2021
- b. Have begun to trim alder branches on East Hamilton Dr.
- c. Street sweeping as needed.
- d. Have begun fish habitat permit application process for bridge replacement on waterline road.
- e. Clean-up and restoration from storm at beginning of the month, and on-going clean-up from sequential storms.
- f. Placed order for 20 mph signs on 10/14/2021, hope to see them at the end of the week of 10/25/2021.
- g. New excavator on order; expected delivery is mid-December

Sewer:

- a. Daily and Monthly General maintenance and sampling at the wastewater treatment plant as required.
- b. Responded to power outages, and storm events as required.
- c. Monthly Sludge removal as required.

Water:

- a. "Water Operator Report". Daily and Monthly General maintenance and sampling at the water treatment plant and distribution system as required.
- b. Water meter repair and/or replace as required.
- c. Monthly Bacti samples collected as required.
- d. Continuous work with radio read meter system.
- e. TTHM&HAA5 samples collected as required for fourth Quarter sampling cycle. The quarterly samples average is below the MCL.
- f. Fire service valve repair at Front St.; interruption of service was from 1500 10/26/2021 to 0930 10/27/2021.
- g. Johnson screens at North Fork Dam were cleaned as per annual requirements.

Equipment:

- a. 2021 Dump truck on order. Expected delivery date is mid-November.

Solid Waste:

- a. Weekly pick-up process performed as require.
- b. A total of 28 Kodiak carts have been delivered to all residents on Tanner Crab Ln.
- c. New garbage is expected to be delivered mid- December.

Public works Report

10.27.2021

Projects:

- a. Safety Program review (work in progress)
- b. North & South Cove Harbors back-flow preventer installation project bid (work in progress)
- c. Dam inspection by engineers. (in progress)



Craig Recreation Report to the Craig City Council for November, 2021

Fall has been busy!!! We did the filming for the Centennial History film, with Katrina Peavey heading up that part of the celebration. Fred Hamilton Sr., Millie Schoonover, Rap Mackie, Bear Yates and Mary Ellen Skinna participated. Water shots were taken off Kathy Peaveys boat. An impromptu beach bbq at the Cannery Point Memorial was also filmed.

We had a wonderful Harvest Festival. Great turn out and decent fall weather. Lots of dedicated volunteers. Have included some pictures.

Our Clean up had 25 people stop by to get clean up bags! Katrina has been the driving force behind this effort. She will be moving north for a new job. I plan to bring her back for the Centennial Celebration.

The Centennial Celebration will be February 26 to March 4th. We have fireworks, the film, speakers, history nights and lots of fun activities planned. Karen Head and Christina Barlow are working on the history booklet we are giving away. Angela had some ideas for contests, hope we can still get her to volunteer! Shaping up to be a great event.

A Special Halloween Skating or blading will be held on Oct 29 Friday at 2pm ends at 4pm, \$1 admission, Free to rent skates or blades. We will see how this works. If it does work, more will be added.

Bazaars are in the works. November 27 and December 11, Spaces are filling up nicely. Great group of vendors. Should be a great success.

We have started having more gym rentals and some with skates. I have been doing the sanitizing and the skate rentals. Samantha Wilson is coming back to work for a bit and that will make it easier

The bouncers have been requested. Having Hannah back not he 4th of July committee we may be able to have the needed help setting them up and taking them down. The sanitizer machine should do a good job on the bouncers.

Volleyball is still happening, so is karate. There is fun in the works!
Submitted by Victoria Merritt



Parks & Public Facilities

10/28/2021

Staff Report –October 2021

To: Craig Mayor and City Council

From: Douglas Ward

Personal Time off 10/8 – 10/22 (Family medical emergency)

I have returned to full duty after recovering from a neck injury.

Current Projects Underway:

1. Annual Woodboiler maintenance. (Should be running by council meeting)
2. Build portable pressure washer trailer.
3. Install new door at Firehall.
4. Trail repairs, and re-graveling. Cemetery Island Trail.
5. Road upgrade on entrance to Ralph James Picnic Shelter.

Responded to day-to-day routine, and emergency calls as they come in.

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

CITY OF CRAIG

Account Statement - Period Ending September 30, 2021



ALASKA PERMANENT
CAPITAL MANAGEMENT
Registered Investment Adviser

ACCOUNT ACTIVITY

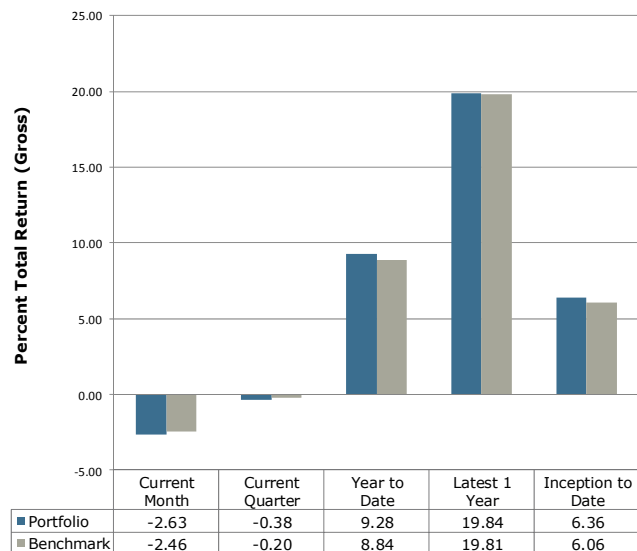
Portfolio Value on 08-31-21	16,282,782
Contributions	0
Withdrawals	-4,071
Change in Market Value	-465,226
Interest	6,226
Dividends	30,789
Portfolio Value on 09-30-21	15,850,501

MANAGEMENT TEAM

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

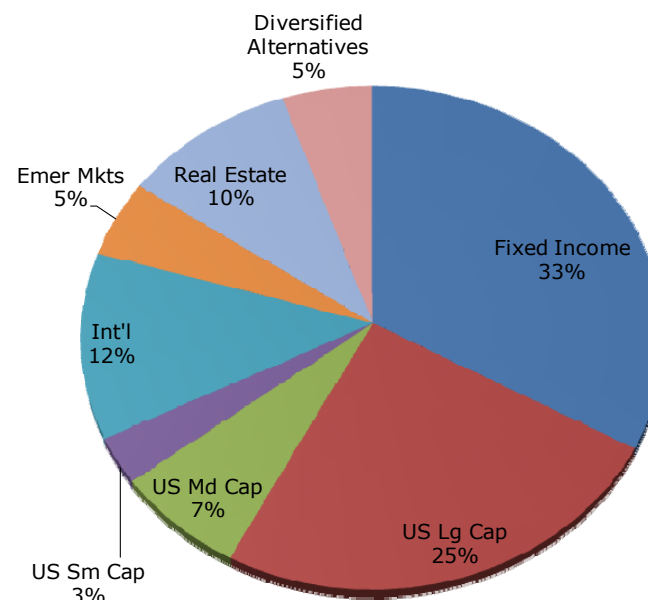
INVESTMENT PERFORMANCE

Current Account Benchmark:
Equity Blend



Performance is Annualized for Periods Greater than One Year

PORTFOLIO COMPOSITION



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

RETURN TO TOP

Alaska Permanent Capital Management Co.
PORTFOLIO SUMMARY AND TARGET
CITY OF CRAIG
September 30, 2021

Asset Class & Target	Market Value	% Assets	Range
FIXED INCOME (34%)			
US Fixed Income (34.0%)	5,203,300	32.8	20% to 45%
Cash (0.0%)	45,417	0.3	na
Subtotal:	5,248,717	33.1	
EQUITY (51%)			
US Large Cap (24.0%)	3,882,552	24.5	15% to 35%
US Mid Cap (7.0%)	1,097,265	6.9	2% to 12%
US Small Cap (3.0%)	477,488	3.0	0% to 6%
Developed International Equity (12.0%)	1,895,231	12.0	7% to 17%
Emerging Markets (5.0%)	784,970	5.0	0% to 10%
Subtotal:	8,137,505	51.3	
ALTERNATIVE INVESTMENTS (15%)			
Real Estate (5.0%)	768,647	4.8	0% to 10%
Infrastructure (5.0%)	851,761	5.4	0% to 10%
Commodities (5.0%)	843,871	5.3	0% to 10%
Subtotal:	2,464,279	15.5	
TOTAL PORTFOLIO	15,850,501	100	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
September 30, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
FNMA & FHLMC									
1,576	FHLMC POOL G14203 4.000% Due 04-01-26 Accrued Interest	104.56	1,648	106.26	1,674	0.01	63	5	-0.78
					5	0.00			
			1,648		1,680	0.01		5	
CORPORATE BONDS									
50,000	GILEAD SCIENCES INC 1.950% Due 03-01-22	96.28	48,141	100.51	50,255	0.32	975	81	0.73
50,000	UNITEDHEALTH GROUP INC 2.875% Due 03-15-22	102.56	51,279	100.52	50,260	0.32	1,437	64	1.73
50,000	BANK OF NEW YORK MELLON 2.200% Due 08-16-23	97.83	48,916	103.24	51,622	0.33	1,100	137	0.46
50,000	JPMORGAN CHASE & CO 3.875% Due 02-01-24	105.18	52,590	107.53	53,764	0.34	1,937	323	0.62
50,000	METLIFE INC 3.600% Due 04-10-24	105.46	52,732	107.40	53,698	0.34	1,800	855	0.65
50,000	WELLS FARGO & COMPANY 3.300% Due 09-09-24	99.88	49,941	107.62	53,812	0.34	1,650	101	0.68
50,000	APPLIED MATERIALS INC 3.900% Due 10-01-25	107.96	53,978	110.78	55,391	0.35	1,950	975	1.14
50,000	TARGET CORP 2.500% Due 04-15-26	96.45	48,223	106.70	53,349	0.34	1,250	576	0.99
40,000	CONOCOPHILLIPS COMPANY 6.950% Due 04-15-29	138.96	55,582	133.59	53,438	0.34	2,780	1,282	2.11
25,000	INTEL CORP 2.450% Due 11-15-29	105.68	26,420	104.30	26,074	0.16	612	231	1.88
50,000	SIMON PROPERTY GROUP LP 2.650% Due 07-15-30 Accrued Interest	104.61	52,303	103.08	51,539	0.33	1,325	280	2.26
					4,906	0.03			
			540,108		558,111	3.52		4,906	
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
1,473	ISHARES MSCI USA MIN VOLATILITY ETF	76.14	112,154	73.50	108,265	0.68	NA		
8,795	SPDR S&P 500 ETF	160.80	1,414,202	429.14	3,774,286	23.81	NA		
			1,526,356		3,882,552	24.49			
DOMESTIC MID CAP EQUITY FUNDS/ETF									
4,171	ISHARES CORE S&P MIDCAP 400 ETF	136.46	569,166	263.07	1,097,265	6.92	NA		
DOMESTIC SMALL CAP EQUITY FUNDS/ETF									
4,373	ISHARES S&P SMALLCAP 600 INDEX ETF	67.18	293,798	109.19	477,488	3.01	NA		
INTERNATIONAL EQUITY FUNDS/ETF									
25,525	ISHARES ETF CORE MSCI EAFE	64.64	1,649,895	74.25	1,895,231	11.96	NA		

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Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
September 30, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
EMERGING MARKET FUNDS/ETF									
12,710	ISHARES ETF CORE MSCI EMERGING MKTS	48.24	613,089	61.76	784,970	4.95	NA		
REAL ESTATE & INFRASTRUCTURE									
15,270	FLEXSHAR STX GLOBAL BROAD INF ETF	49.75	759,693	55.78	851,761	5.37	NA		
7,993	JPMORGAN BETABUILDERS MSCI US REIT ETF	80.44	642,978	96.16	768,647	4.85	NA		
			1,402,670		1,620,407	10.22			
COMMODITIES									
14,445	iSHARES BB ROLL SELECT COMMODITY ETF	38.47	555,685	58.42	843,871	5.32	NA		
U.S. TREASURY									
75,000	US TREASURY NOTES 2.000% Due 10-31-21	99.92	74,943	100.16	75,118	0.47	1,500	628	0.12
350,000	US TREASURY NOTES 0.375% Due 03-31-22	100.30	351,067	100.16	350,560	2.21	1,312	4	0.05
200,000	US TREASURY NOTES 2.125% Due 06-30-22	98.10	196,209	101.53	203,054	1.28	4,250	1,074	0.09
150,000	US TREASURY NOTES 1.625% Due 11-15-22	97.79	146,686	101.69	152,532	0.96	2,437	921	0.12
80,000	US TREASURY NOTES 2.625% Due 02-28-23	99.73	79,783	103.46	82,766	0.52	2,100	180	0.18
165,000	US TREASURY NOTES 0.250% Due 04-15-23	99.96	164,941	100.07	165,122	1.04	412	190	0.20
125,000	US TREASURY NOTES 2.500% Due 08-15-23	98.87	123,590	104.18	130,230	0.82	3,125	399	0.26
130,000	US TREASURY NOTES 1.375% Due 08-31-23	99.92	129,898	102.10	132,733	0.84	1,787	153	0.27
115,000	US TREASURY NOTES 2.125% Due 03-31-24	98.81	113,630	104.25	119,892	0.76	2,444	7	0.41
100,000	US TREASURY NOTES 2.375% Due 08-15-24	100.23	100,227	105.37	105,371	0.66	2,375	303	0.49
75,000	US TREASURY NOTES 1.500% Due 09-30-24	105.26	78,944	102.90	77,176	0.49	1,125	3	0.52
65,000	US TREASURY NOTES 2.125% Due 11-30-24	102.02	66,312	104.89	68,179	0.43	1,381	464	0.56
75,000	US TREASURY NOTES 2.000% Due 02-15-25	100.63	75,469	104.60	78,448	0.49	1,500	192	0.62
360,000	US TREASURY NOTES 0.500% Due 03-31-25	100.67	362,404	99.44	358,002	2.26	1,800	5	0.66
80,000	US TREASURY NOTES 0.375% Due 04-30-25	100.32	80,256	98.86	79,090	0.50	300	126	0.70
50,000	US TREASURY NOTES 0.375% Due 11-30-25	100.08	50,040	98.09	49,045	0.31	187	63	0.84

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Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
September 30, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
100,000	US TREASURY NOTES 2.500% Due 02-28-26	100.40	100,397	107.03	107,027	0.68	2,500	214	0.87
50,000	US TREASURY NOTES 0.750% Due 03-31-26	99.54	49,769	99.29	49,646	0.31	375	1	0.91
60,000	US TREASURY NOTES 1.625% Due 05-15-26	101.05	60,633	103.13	61,880	0.39	975	368	0.93
50,000	US TREASURY NOTES 0.750% Due 05-31-26	99.95	49,974	99.16	49,580	0.31	375	125	0.93
510,000	US TREASURY NOTES 0.625% Due 07-31-26	99.83	509,142	98.40	501,830	3.17	3,187	537	0.96
200,000	US TREASURY NOTES 2.000% Due 11-15-26	98.10	196,199	104.92	209,844	1.32	4,000	1,511	1.01
145,000	US TREASURY NOTES 0.625% Due 03-31-27	100.84	146,214	97.58	141,494	0.89	906	2	1.08
50,000	US TREASURY NOTES 0.500% Due 04-30-27	100.05	50,027	96.70	48,349	0.31	250	105	1.11
125,000	US TREASURY NOTES 2.250% Due 11-15-27	95.20	118,996	106.30	132,876	0.84	2,812	1,062	1.18
100,000	US TREASURY NOTES 0.625% Due 11-30-27	99.93	99,929	96.58	96,578	0.61	625	210	1.20
70,000	US TREASURY NOTES 1.250% Due 03-31-28	99.61	69,728	100.00	70,003	0.44	875	2	1.25
50,000	US TREASURY NOTES 1.250% Due 04-30-28	100.46	50,230	99.93	49,965	0.32	625	262	1.26
60,000	US TREASURY NOTES 1.250% Due 06-30-28	101.49	60,896	99.79	59,873	0.38	750	190	1.28
80,000	US TREASURY NOTES 3.125% Due 11-15-28	102.02	81,613	112.35	89,882	0.57	2,500	944	1.30
125,000	US TREASURY NOTES 2.625% Due 02-15-29	99.82	124,774	109.03	136,289	0.86	3,281	419	1.33
50,000	US TREASURY NOTES 1.625% Due 08-15-29	99.35	49,673	101.85	50,926	0.32	812	104	1.38
20,000	US TREASURY NOTES 1.750% Due 11-15-29	99.71	19,943	102.67	20,534	0.13	350	132	1.40
70,000	US TREASURY NOTES 1.500% Due 02-15-30	108.44	75,911	100.64	70,446	0.44	1,050	134	1.42
50,000	US TREASURY NOTE 0.625% Due 08-15-30	98.95	49,476	93.03	46,513	0.29	312	40	1.47
50,000	US TREASURY NOTES 0.875% Due 11-15-30	99.62	49,808	94.90	47,449	0.30	437	165	1.47
100,000	US TREASURY NOTE 1.125% Due 02-15-31	95.52	95,523	96.86	96,859	0.61	1,125	144	1.49
85,000	US TREASURY NOTES 1.625% Due 05-15-31	102.60	87,207	101.17	85,996	0.54	1,381	522	1.49
	Accrued Interest				11,905	0.08			
			4,390,461		4,463,064	28.16		11,905	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
September 30, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
AGENCIES									
50,000	FREDDIE MAC 0.450% Due 12-24-24	100.03	50,015	99.38	49,689	0.31	225	4	0.64
50,000	FEDERAL HOME LOAN BANK 0.500% Due 04-14-25	100.38	50,188	99.41	49,704	0.31	250	116	0.67
40,000	FEDERAL HOME LOAN BANK 0.600% Due 08-27-25	99.94	39,975	99.11	39,646	0.25	240	23	0.83
40,000	FHLB 1.625% Due 03-12-27	104.31	41,722	103.07	41,229	0.26	650	34	1.04
	Accrued Interest				177	0.00			
			181,900		180,445	1.14		177	
CASH AND EQUIVALENTS									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		32,857		32,857	0.21			
	DIVIDEND ACCRUAL		12,560		12,560	0.08			
			45,417		45,417	0.29			
TOTAL PORTFOLIO			11,770,193		15,850,501	100	75,789	16,993	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 09-01-21 To 09-30-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
09-30-21	09-30-21	MANAGEMENT FEES		3,962.63
				3,962.63
DIVIDEND				
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
09-17-21	10-29-21	SPDR S&P 500 ETF		12,560.29
09-30-21	09-30-21	ISHARES MSCI USA MIN VOLATILITY ETF		421.05
				<hr/> 12,981.34
DOMESTIC MID CAP EQUITY FUNDS/ETF				
09-30-21	09-30-21	ISHARES CORE S&P MIDCAP 400 ETF		4,082.25
DOMESTIC SMALL CAP EQUITY FUNDS/ETF				
09-30-21	09-30-21	ISHARES S&P SMALLCAP 600 INDEX ETF		2,190.16
REAL ESTATE & INFRASTRUCTURE				
09-23-21	09-23-21	FLEXSHAR STX GLOBAL BROAD INF ETF		6,262.00
09-24-21	09-24-21	JPMORGAN BETABUILDERS MSCI US REIT ETF		5,272.98
				<hr/> 11,534.98
				30,788.73
INTEREST				
AGENCIES				
09-12-21	09-13-21	FHLB 1.625% Due 03-12-27		325.00

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 09-01-21 To 09-30-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
09-24-21	09-24-21	FREDDIE MAC 0.450% Due 12-24-24		112.50
				437.50
CASH AND EQUIVALENTS				
09-15-21	09-15-21	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		0.09
CORPORATE BONDS				
09-01-21	09-01-21	GILEAD SCIENCES INC 1.950% Due 03-01-22		487.50
09-09-21	09-09-21	WELLS FARGO & COMPANY 3.300% Due 09-09-24		825.00
09-15-21	09-15-21	UNITEDHEALTH GROUP INC 2.875% Due 03-15-22		718.75
				2,031.25
FNMA & FHLMC				
09-15-21	09-15-21	FHLMC POOL G14203 4.000% Due 04-01-26		5.51
U.S. TREASURY				
09-30-21	09-30-21	US TREASURY NOTES 2.125% Due 03-31-24		1,221.88
09-30-21	09-30-21	US TREASURY NOTES 1.500% Due 09-30-24		562.50
09-30-21	09-30-21	US TREASURY NOTES 0.625% Due 03-31-27		453.13
09-30-21	09-30-21	US TREASURY NOTES 0.500% Due 03-31-25		900.00
09-30-21	09-30-21	US TREASURY NOTES 0.375% Due 03-31-22		656.25

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 09-01-21 To 09-30-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
09-30-21	09-30-21	US TREASURY NOTES 1.250% Due 03-31-28		437.50
09-30-21	09-30-21	US TREASURY NOTES 0.750% Due 03-31-26		187.50
				4,418.76
				6,893.11
PRINCIPAL PAYDOWNS				
FNMA & FHLMC				
09-15-21	09-15-21	FHLMC POOL G14203 4.000% Due 04-01-26	78.37	78.37
				78.37
WITHDRAW				
CASH AND EQUIVALENTS				
09-17-21	09-17-21	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		4,070.70
				4,070.70

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF CRAIG
From 09-01-21 Through 09-30-21

Date	Quantity	Security	Avg. Cost Basis	Proceeds	Gain Or Loss
09-15-21	78.37	FHLMC POOL G14203 4.000% Due 04-01-26	81.95	78.37	-3.58
TOTAL GAINS					0.00
TOTAL LOSSES					-3.58
			81.95	78.37	-3.58

Alaska Permanent Capital Management Co.

CASH LEDGER

CITY OF CRAIG

From 09-01-21 To 09-30-21

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
09-01-21			Beginning Balance		11,727.36
09-01-21	09-01-21	dp	Interest	GILEAD SCIENCES INC 1.950% Due 03-01-22	487.50
09-09-21	09-09-21	dp	Interest	WELLS FARGO & COMPANY 3.300% Due 09-09-24	825.00
09-12-21	09-13-21	dp	Interest	FHLB 1.625% Due 03-12-27	325.00
09-15-21	09-15-21	dp	Interest	UNITEDHEALTH GROUP INC 2.875% Due 03-15-22	718.75
09-15-21	09-15-21	dp	Paydown	FHLMC POOL G14203 4.000% Due 04-01-26	78.37
09-15-21	09-15-21	dp	Interest	FHLMC POOL G14203 4.000% Due 04-01-26	5.51
09-15-21	09-15-21	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	0.09
09-17-21	09-17-21	wd	Withdrawal	from Portfolio	-4,070.70
09-23-21	09-23-21	dp	Dividend	FLEXSHAR STX GLOBAL BROAD INF ETF	6,262.00
09-24-21	09-24-21	dp	Dividend	JPMORGAN BETABUILDERS MSCI US REIT ETF	5,272.98
09-24-21	09-24-21	dp	Interest	FREDDIE MAC 0.450% Due 12-24-24	112.50
09-30-21	09-30-21	dp	Dividend	ISHARES CORE S&P MIDCAP 400 ETF	4,082.25
09-30-21	09-30-21	dp	Dividend	ISHARES S&P SMALLCAP 600 INDEX ETF	2,190.16
09-30-21	09-30-21	dp	Dividend	ISHARES MSCI USA MIN VOLATILITY ETF	421.05

Alaska Permanent Capital Management Co.

CASH LEDGER

CITY OF CRAIG

From 09-01-21 To 09-30-21

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
09-30-21	09-30-21	dp	Interest	US TREASURY NOTES 2.125% Due 03-31-24	1,221.88
09-30-21	09-30-21	dp	Interest	US TREASURY NOTES 1.500% Due 09-30-24	562.50
09-30-21	09-30-21	dp	Interest	US TREASURY NOTES 0.625% Due 03-31-27	453.13
09-30-21	09-30-21	dp	Interest	US TREASURY NOTES 0.500% Due 03-31-25	900.00
09-30-21	09-30-21	dp	Interest	US TREASURY NOTES 0.375% Due 03-31-22	656.25
09-30-21	09-30-21	dp	Interest	US TREASURY NOTES 1.250% Due 03-31-28	437.50
09-30-21	09-30-21	dp	Interest	US TREASURY NOTES 0.750% Due 03-31-26	187.50
09-30-21			Ending Balance		32,856.58
DIVIDEND ACCRUAL					
09-01-21			Beginning Balance		0.00
09-17-21	10-29-21	dp	Dividend	SPDR S&P 500 ETF	12,560.29
09-30-21			Ending Balance		12,560.29

CITY OF CRAIG - SCHOOL FUNDS

Account Statement - Period Ending September 30, 2021



ALASKA PERMANENT
CAPITAL MANAGEMENT
Registered Investment Adviser

ACCOUNT ACTIVITY

Portfolio Value on 08-31-21	2,907,898
Contributions	0
Withdrawals	0
Change in Market Value	-1,405
Interest	1,596
Dividends	0
Portfolio Value on 09-30-21	2,908,089

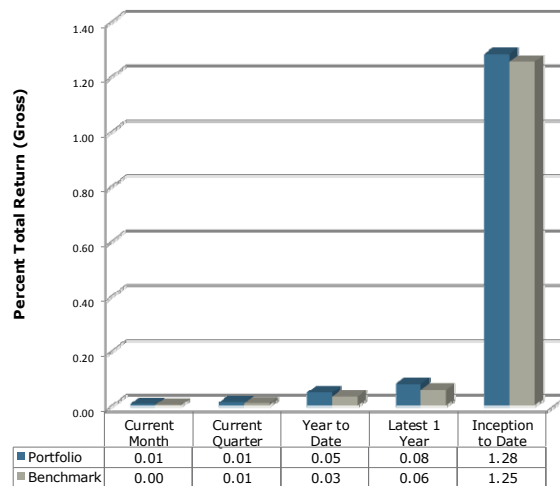
MANAGEMENT TEAM

Client Relationship Manager:	Blake Phillips, CFA® Blake@apcm.net
Your Portfolio Manager:	Bill Llerman, CFA®
Contact Phone Number:	907/272-7575

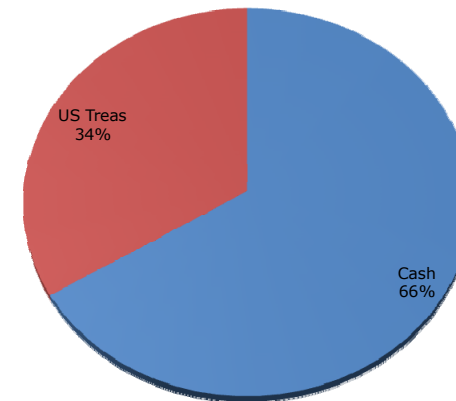
PORTFOLIO COMPOSITION

INVESTMENT PERFORMANCE

Current Account Benchmark:
T-Bill shown for reference



Performance is Annualized for Periods Greater than One Year



Fixed Income Portfolio Statistics

Average Quality: AAA Yield to Maturity: 0.06% Average Maturity: 0.29 Yrs

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

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Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG - SCHOOL FUNDS
September 30, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
U.S. TREASURY									
485,000	US TREASURY NOTES 1.500% Due 11-30-21	100.88	489,278	100.24	486,145	16.72	7,275	2,445	0.08
490,000	US TREASURY NOTES 2.500% Due 01-15-22 Accrued Interest	102.73	503,375	100.71	493,459	16.97	12,250	2,596	0.07
			992,653		984,645	33.86		5,041	
TREASURY BILLS									
340,000	US TREASURY BILLS 0.000% Due 11-12-21	99.99	339,963	99.99	339,980	11.69	NA	0	0.05
220,000	US TREASURY BILLS 0.000% Due 11-18-21	99.99	219,987	100.00	219,991	7.56	NA	0	0.03
350,000	US TREASURY BILLS 0.000% Due 02-03-22	99.98	349,929	99.98	349,945	12.03	NA	0	0.05
560,000	US TREASURY BILLS 0.000% Due 02-24-22	99.98	559,886	99.98	559,894	19.25	NA	0	0.05
445,000	US TREASURY BILLS 0.000% Due 03-24-22	99.98	444,914	99.98	444,903	15.30	NA	0	0.05
			1,914,679		1,914,713	65.84		0	
CASH AND EQUIVALENTS									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		8,730		8,730	0.30			
TOTAL PORTFOLIO			2,916,062		2,908,089	100	19,525	5,041	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG - SCHOOL FUNDS
From 09-01-21 To 09-30-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
TREASURY BILLS				
09-23-21	09-24-21	US TREASURY BILLS 0.000% Due 03-24-22	445,000	444,913.98
				444,913.98
INTEREST				
CASH AND EQUIVALENTS				
09-15-21	09-15-21	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		0.58
				0.58
SALES, MATURITIES, AND CALLS				
TREASURY BILLS				
09-23-21	09-23-21	US TREASURY BILL 0.000% Due 09-23-21	440,000	440,000.00
				440,000.00

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF CRAIG - SCHOOL FUNDS
From 09-01-21 Through 09-30-21

<u>Date</u>	<u>Quantity</u>	<u>Security</u>	<u>Avg. Cost Basis</u>	<u>Proceeds</u>	<u>Gain Or Loss</u>
09-23-21	440,000	US TREASURY BILL 0.000% Due 09-23-21	439,926.11	440,000.00	73.89
TOTAL GAINS					73.89
TOTAL LOSSES					0.00
			439,926.11	440,000.00	73.89

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF CRAIG - SCHOOL FUNDS
From 09-01-21 To 09-30-21

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT					
09-01-21			Beginning Balance		13,643.68
09-15-21	09-15-21	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	0.58
09-23-21	09-24-21	wd	Purchase	US TREASURY BILLS 0.000% Due 03-24-22	-444,913.98
09-23-21	09-23-21	dp	Sale	US TREASURY BILL 0.000% Due 09-23-21	440,000.00
09-30-21			Ending Balance		8,730.28



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY



The
Alaska Community
Foundation

For Immediate Release

21-022

ARPA Nonprofit Recovery Fund Now Accepting Applications

Thursday, October 21, 2021 (Anchorage, AK) – Today, the Alaska Department of Commerce, Community, and Economic Development (DCCED) announced a partnership with the Alaska Community Foundation (ACF) to distribute \$20 million to Alaska's nonprofit sector.

The Alaska Legislature appropriated \$20 million from the State's American Rescue Plan Act (ARPA) funds towards a nonprofit grant program to be administered by DCCED, now known as the ARPA Nonprofit Recovery Fund. With the guidance of the DCCED, statewide funders, and regional leadership, the ACF will administer the program, including processing applications, distributing grant funds to eligible organizations, and managing grantee reporting.

"COVID has had negative economic impacts on almost every industry sector and our nonprofits are no exception as they continue to persevere and provide services to Alaskans. **said DCCED Commissioner, Julie Anderson.** "The ACF is exemplary in this manner and are partnering with us to quickly launch this program."

This grant funding will enable Alaskan nonprofits to respond to the public health emergency and the negative economic impacts of the COVID-19 pandemic. Grants will be awarded to support eligible nonprofits and faith-based organizations that provide essential services, grow our economy, and strengthen our Alaskan communities. Qualified expenses must have been incurred between March 3, 2021 through June 30, 2022.

"We welcome the opportunity to work with DCCED to provide grants to the nonprofit sector that is supporting our communities on the frontlines" **said ACF President and Chief Executive Officer, Nina Kempel.** "This unique partnership with the Alaska Department of Commerce, Community, and Economic Development allows us to distribute this time sensitive funding to address the critical needs across our state."

Preference will be given to organizations that have not yet received or have received minimal COVID-related relief to date. Grant awards will range in size from \$25,000 to \$750,000 through two rounds of funding. **The application period for round one begins today, October 21, and will close at 5:00pm on November 19, 2021.**

Nonprofits can find more information – including eligibility criteria, details on qualified expenses, and application instructions – and can apply for an ARPA Nonprofit Recovery Fund grant by visiting <https://alaskacf.org/blog/funds/arpa-nonprofit-recovery-fund> or contacting ACF at (907) 334-6700.

###

ACF Media Contact: Eleanor Huffines, VP of Programs & Grants, (907) 249-6617, ehuffines@alaskacf.org
DCCED Media Contact: Glenn Hoskinson, PIO, (907) 465-6466, glenn.hoskinson@alaska.gov

From: planner@craigak.com <planner@craigak.com>
Sent: Thursday, October 21, 2021 2:50 PM
To: Jon Bolling <administrator@craigak.com>
Subject: FW: Craig Tribal Association

Just got this email from Bruce Sexauer. I have a call into him and waiting for him to call back.
Brian

From: Sexauer, Bruce R CIV USARMY CEPOA (USA) <>
Sent: Thursday, October 21, 2021 2:30 PM
To: planner@craigak.com
Cc: Howard, Brent S (Steven) CIV USARMY CEPOA (USA) <>; Barcak, Ronnie G CIV USARMY CEPOA (USA) <>; Sparaga, Joseph E CIV USARMY CEPOA (USA) <>; Salyer, Michael R CIV USARMY CEPOA (USA) <>
Subject: Craig Tribal Association

Brian

I wanted to send you a copy of a letter we received from the Craig Tribal Association. In it they express concerns over lack of coordination, potential impacts, and the need for a Government to Government meeting. As the sponsor, it is important for you to know that the Corps takes these requests seriously and will be increasing our efforts to resolve their concerns. Of course we know that a large part of the area where impacts will occur are upon lands the City intends to use for harbor facilities thusly all three entities will need to meet and coordinate as well.

I surmise you will want to talk about this issue/understand details etc. Please advise myself or Steve Howard when you'd like to discuss.

v/r

Bruce Sexauer P.E.
Chief of Civil Works Project Management Branch
Alaska District US Army Corps of Engineers
(907) 753-5619 Office
(907) 231-1034 Mobile



Craig Tribal Association
P.O. Box 828
Craig, Alaska 99921
Tel: 907-826-3996
Fax: 907-826-3997

October 20, 2021

Col. Damon A. Delarosa
U.S. Army Corps of Engineers
Alaska District
Pacific Ocean Division
2204 3rd Street
Elmendorf AFB, AK 99506
[REDACTED]

Re: Cannery Site Harbor Development, Craig, Alaska

Dear Colonel Delarosa,

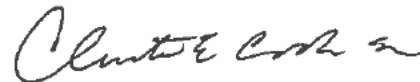
The Craig Tribal Association (“Tribe”) is writing to request a virtual tribal consultation meeting with the U.S. Army Corps of Engineers (“Corps”) to discuss the Cannery Site Harbor Development proposed for Craig, Alaska. The Tribe is a federally recognized Indian tribe in Craig, Alaska. The Tribe understands that the Corps has been working with the City of Craig on the proposed development. However, the Tribe has not been adequately consulted to date. The Tribe would like to meet with the Corps regarding its’ concerns related to the proposed project.

The proposed project is located in an area that has significant cultural and historic importance to the Craig Tribe and other tribal communities in the area. In addition, the proposed project is within an area that continues to be used by the Tribe’s community for harvesting early King Salmon for subsistence. The Tribe is not aware of the Corps’ evaluating any of these impacts in their environmental and cultural resources review (“environmental review”) for the proposed project. It is imperative that these impacts be evaluated and addressed before any construction of the project occurs.

As you know, the Corps has a trust responsibility to the Tribe. As such, the Tribe would like to discuss the status of the project with the Corps to better understand the Corps’ role as the City of Craig continues to push for the proposed project to move forward. We would appreciate a government-to-government meeting with you, as well as staff that assisted in the feasibility and environmental review of the project at your earliest convenience.

To assist in scheduling the meeting you may reach out to Vanessa L. Ray-Hodge at [REDACTED]
or [REDACTED]. Thank you and we look forward to discussing these issues with
you.

Sincerely,



Clinton Cook Sr.
President

cc: Vanessa L. Ray-Hodge, [REDACTED]

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Planner
Date: October 28, 2021
RE: Ordinance 742 – Authorization for City Administrator to negotiate a below market value renewal of a lease of City Owned Property to the Alaska Department of Health and Social Services, Division of Public Health

DHSS/PHN has occupied space at the Prince of Wales Island Healthcare Center since it opened in 2009. PeaceHealth Southeast Alaska Region and Community Connection also occupy space at the building. DHSS/PHN's lease is due to expire and they have requested a five-year renewal of their lease (a two-year renewal with three additional one-year renewal options).

DHSS/PHN is currently leasing approximately 2,100 square feet of clinic space, 900 square feet of common area and 5,000 square feet of parking area. This renewal will be for the same space.

Craig Municipal Code 16.02.030 (B) allows the city to approve a lease below the minimum 8% of market value. Under the terms of the current lease DHSS/PHN currently pays \$1,360.40 per month. Section 3f of the lease recalculates the rate based on the change in the Anchorage Consumer Price Index. The new lease rate will be adjusted based on the CPI change.

Besides the renewed time period and the updated lease rate no other changes are proposed to the current lease terms.

Approval of this ordinance allows the city administrator to execute the terms of the lease renewal with the State of Alaska based on the updated terms shown above. The final lease will be brought back to the council for approval.

Recommendation: Pass Ordinance 742.

**CITY OF CRAIG
ORDINANCE No. 742**

AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE WITH THE ALASKA DEPARTMENT OF HEALTH AND SOCIAL SERVICES, DIVISION OF PUBLIC HEALTH, THE TERMS OF A LEASE OF CITY-OWNED PROPERTY AT THE CITY OWNED PRINCE OF WALES HEALTH CARE FACILITY

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

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

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

Section 4. Action. This ordinance authorizes the City Administrator to negotiate a below market value lease of city-owned property to the Alaska Department of Health and Social Services, Division of Public Health for the purpose of providing public health care services to the residents of Prince of Wales Island. The property considered for the lease is limited to 2,100 square feet of clinic space; 900 square feet of common area; and 5,000 square feet of parking area at the Prince of Wales Island Health Care Facility located at ANCSA 14c3 Tract C (adjacent to Crab Creek). Final terms of the lease are subject to the approval of the Craig city council.

The City Administrator is under no obligation to negotiate amendments to the lease of the property described above, and the City Council is under no obligation to approve any lease negotiated by the City Administrator with the Alaska Department of Health and Social Services, Division of Public Health.

Passed and approved on _____, 2021.

Mayor Tim O'Connor

Attest _____
Tracey Jensen, City Clerk

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Planner
Date: October 28, 2021
RE: Application to Sell City Property to Alaska Power and Telephone, Lot 6, JT
Brown Subdivision – Establish Sale Price

Alaska Power and Telephone has been leasing Lot 6 for several years for use as a power generation site. They are not proposing any changes to the current use as part of the sale application.

In August the council approved the negotiations of a sale of property to AP&T. At that meeting the council said that they wanted to see the appraisal and discuss the appraised value before setting a sale price. AP&T had an appraisal done at the end of last year by Horan and Company. This appraisal is still valid.

Based on the completed appraisal, the appraised value of the lot is \$110,000. A copy of the appraisal is attached.

The council should provide guidance to staff regarding the value. Craig Municipal Code Section 16.03.040 sets the minimum sale price at the market value based on the appraisal. The council may choose to accept the appraised value or set a higher sale price based on the appraisal. The final sale, including all terms, will be brought back to the council for approval prior to being finalized.

Recommendation: Council should set a sale price based on the completed appraisal and council discussion. If the council chooses to set the sale price at a value higher than the appraised value it should amend the motion to establish the new value.

Recommended Motion: I move to set the sale price for Lot 6, JT Brown Subdivision at \$110,000 based on a market value appraisal less than 12 months old.

**APPRAISAL REPORT OF MARKET VALUE FOR
AP&T LEASE LOT AT
130 JT BROWN DRIVE
CRAIG, ALASKA**



Looking west over Lot 6, JT Brown Park, AP&T Lease (100920-77)

PREPARED FOR: Cody Schwegel
Power Operations Manager
Alaska Power and Telephone Co.
PO Box 149
Klawock, Alaska 99925

PREPARED BY: Joshua C. Horan, Real Estate Appraiser
Horan & Company
403 Lincoln Street, Suite 210
Sitka, Alaska 99835

EFFECTIVE DATE: October 9, 2020

REPORT DATE: December 17, 2020

OUR FILE: 20-114

HORAN & COMPANY

REAL ESTATE APPRAISERS/CONSULTANTS

CHARLES E. HORAN MAI / WILLIAM G. FERGUSON,
JOSHUA C. HORAN, AND SLATER M. FERGUSON

403 LINCOLN STREET, SUITE 210, SITKA, ALASKA 99835

PHONE NUMBER: (907)747-6666 FAX NUMBER: (907)747-7417
commercial@horanappraisals.com

December 17, 2020

Cody Schwegel
Power Operations Manager
Alaska Power and Telephone Co.
PO Box 149
Klawock, AK 99925

Sent via email: cody.s@aptalaska.com

Re: Appraisal Report of 130 JT Brown Drive, Lot 6, AP&T Lease, Craig, AK; Our File
No.: 20-114

Dear Mr. Schwegel,

At your request I completed an appraisal report of the above referenced property, for the purpose of estimating its market value in surface estate interest in its *prelease condition*. You are our client and the intended user of this report. The intended use of the report is to assist you in decision making regarding either renewing the lease or negotiating a potential purchase of the property.

This report is specifically subject to the attached definitions, assumptions and limiting conditions, descriptive information and its scope of appraisal further described and contained herein.

The report is made under the following Hypothetical Conditions and COVID-19 comments:

Hypothetical Condition #1: It is a hypothetical condition of that the subject is in its unimproved prelease condition. The use of hypothetical conditions or extraordinary assumptions may affect the assignment results.

COVID-19 Commentary: Valuation methods used in this appraisal do not attempt to adjust for current uncertainty due to COVID-19. Any potential related market reaction is yet to be determined due to the recency of this global issue.

The subject is appraised in its surface estate interest with subsurface easement, less minerals and water rights. The estimated market value for the subject real estate in its prelease condition as of the inspection and effective date October 9, 2020, is as follows:

\$110,000

Your attention is invited to the remainder of this report which sets forth the assumptions and limiting conditions, definitions, Certification of Appraisal, and the

most relevant data considered in arriving at the estimate of market value. This appraisal report is intended to conform to the Uniform Standards of Professional Appraisal Practice (USPAP) as formulated by the Appraisal Foundation. If you have any questions or comments, please feel free to contact us at your convenience.

Respectfully submitted,

HORAN & COMPANY



Joshua Horan
APRG 123317
Horan & Company, LLC

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CERTIFICATION OF APPRAISAL

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics & Standards of Professional Appraisal Practice of the Appraisal Institute, which include the Uniform Standards of Professional Appraisal Practice.
- The use of this report is subject to the requirements of the Appraisal Institute relating to the review by its duly authorized representatives.
- I made a personal inspection of the property that is the subject of this report.
- No one provided significant real property appraisal assistance to the persons signing this certification.
- I have not performed any services regarding the subject property, as an appraiser or in any other capacity, within the three-year period immediately preceding acceptance of this assignment.



October 9, 2020
Effective Date of Appraisal

December 17, 2020
Date of Report

1 INTRODUCTION

1.1 IDENTIFICATION OF SUBJECT PROPERTY

The subject is located in the JT Brown Industrial Park, one mile north of downtown Craig. The subject's address is 130 JT Brown Drive. They are legally described as:

Lot 6, Lots 1-9 JT Brown Subdivision, Plat 2002-11, Ketchikan Recording District, First Judicial District, State of Alaska.

A copy of the plat is included in the report addenda.

1.2 PURPOSE, CLIENT, INTENDED USE AND INTENDED USERS

This appraisal is completed for the purpose of estimating the market value of the subject's interest, described below, in its *prelease condition*. Cody Schwegel, Power Operations Manager for Alaska Power and Telephone Co., is our client and the intended user of this report. The intended use of the report is to assist the client in decision making regarding either renewing the lease or negotiating a potential purchase of the property. This report is completed for no other intended users or intended use.

1.3 PROPERTY RIGHTS/ INTEREST APPRAISED

The market value of the subject property is appraised in its surface estate interest with subsurface easement, less minerals and water rights.

1.4 INSPECTION AND EFFECTIVE DATE

I inspected the subject on October 9, 2020, which is the effective date.

1.5 THREE YEAR HISTORY AND OSTENSIBLE OWNER

The subject is ostensibly owned by the City of Craig and has been for several years. It was initially in a 10-year lease agreement from July 1, 2001 to June 30, 2011 with Alaska Power and Telephone Co. (AP&T), the lessee. It is my understanding that AP&T has exercised its ten-year renewal option, which will expire June 30, 2021. The \$5,775 rent is due annually on June 30th. A copy of the lease is included in the addenda. The subject has not been openly marketed for sale in the past three years. There are no pending sale agreements on the subjects of which I am aware.

1.6 SCOPE OF APPRAISAL

I have not made any investigation into the titled interest of the property and it is assumed to be the interest described in Section 1.3. The legal description is taken from the plat, a copy of which is included in the addenda.

My physical understanding of the subject is primarily informed by my onsite inspection as well as interviews with the client. I also relied on the lease exhibits, the State of Alaska community maps of Craig, the City of Craig's zoning and parcel maps, the tax record, and the subdivision plat. The site area and dimensions are taken from the subdivision plat which differs slightly from the drawing and area noted in the lease. The

plat has an area of 23,127 SF which is the area used in this report, as opposed to the 23,175 SF noted in the lease. The plat is used since it is based on an actual survey. Both a copy of the lease and plat are included in the report addenda.

The most direct way to estimate market value, in this case, is by the Sales Comparison Approach. In this approach, sales of comparable properties are considered on a price per square foot basis. We identify comparable information through interviews with knowledgeable participants in the real estate markets such as local appraisers, buyers, sellers, and others who are familiar with the real estate market in Southeast Alaska. A search was performed of vacant land in the City of Craig as well as the nearby City of Klawock. Given the limited market volume, the comparable search was expanded back in time ten years. Information was collected from reliable sources as available.

Our office maintains market data information on sales and transfers on a geographic location basis for those rural properties not connected to a road system, and those connected. Within each of these areas, the data is further segmented into commercial and residential properties. Within these divisions of separation are divisions for zoning and whether the properties are waterfront or upland parcels. Horan & Company, LLC, maintains and continually updates this library of sale transactions throughout the Sitka and Southeast Alaska region and has done so for over 30 years.

Once the market value per square foot is determined via the Sales Comparison Approach, it is multiplied by the square footage of the subject to determine its market value.

1.7 ASSUMPTIONS AND LIMITING CONDITIONS

The report is made under the following Hypothetical Conditions and COVID-19 comments:

Hypothetical Condition#1: It is a hypothetical condition of that the subject is in its unimproved prelease condition. The use of hypothetical conditions or extraordinary assumptions may affect the assignment results.

COVID-19 Commentary: Valuation methods used in this appraisal do not attempt to adjust for current uncertainty due to COVID-19. Any potential related market reaction is yet to be determined due to the recency of this global issue.

This appraisal report and valuation contained herein are also expressly subject to the following assumptions and/or conditions:

1. It is assumed that the data, maps and descriptive data furnished by the client or his representative are accurate and correct. Photos, sketches, maps, and drawings in this appraisal report are for visualizing the property only and are not to be relied upon for any other use. They may not be to scale.

2. The valuation is based on information and data from sources believed reliable, correct and accurately reported. No responsibility is assumed for false data provided by others.
3. No responsibility is assumed for building permits, zone changes, engineering or any other services or duty connected with legally utilizing the subject property.
4. This appraisal was made on the premise that there are no encumbrances prohibiting utilization of the property under the appraiser's estimate of the Highest and Best Use.
5. It is assumed that the title to the property is marketable. No investigation to this fact has been made by the appraiser.
6. No responsibility is assumed for matters of law or legal interpretation.
7. It is assumed that no conditions existed that were undiscoverable through a walk-through viewing of the property which would affect the use and value of the property. No engineering report was made by or provided to the appraiser.
8. Unless otherwise stated in this report, the existence of hazardous material, which may or may not be present on the property, was not observed by the appraiser. The appraiser has no knowledge of the existence of such materials on or in the property. The appraiser, however, is not qualified to detect such substances. The presence of substances such as asbestos, urea-formaldehyde foam insulation, or other potentially hazardous materials may affect the value of the property. The value estimate is predicated on the assumption that there is no such material on or in the property that would cause a loss in value. No responsibility is assumed for any such conditions, or for any expertise or engineering knowledge required to discover them.
9. The value estimate is made subject to the purpose, date and definition of value.
10. The appraisal is to be considered in its entirety, the use of only a portion thereof will render the appraisal invalid.
11. Any distribution of the valuation in the report between land, improvements, and personal property applies only under the existing program of utilization. The separate valuations for land, building, and chattel must not be used in conjunction with any other appraisal and is invalid if so used.
12. The appraiser shall not be required to give testimony or appear in court by reason of this appraisal with reference to the property described herein unless prior arrangements have been made.

1.8 DEFINITIONS

Market Value

The most widely accepted components of market value are incorporated in the following definition:

The most probable price that the specified property interest should sell for in a competitive market after a reasonable exposure time, as of a specified date, in cash, or in terms equivalent to cash, under all conditions requisite to a fair sale, with the buyer and

seller each acting prudently, knowledgeably, for self-interest, and assuming that neither is under duress.

The Dictionary of Real Estate Appraisal, 6th Edition, Appraisal Institute, Pg. 141-143.

Exposure Time:

Estimated at 12 months.

Exposure time is an opinion of time preceding the effective date of the appraisal and at the price estimated. This differs from marketing time which is immediately following an appraisal, at the appraised price.

Fee Simple Estate

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power, and escheat.

The Dictionary of Real Estate Appraisal, 6th Edition, Appraisal Institute, Page 90.

Extraordinary Assumption

An assumption, directly related to a specific assignment, as of the effective date of the assignment results, which, if found to be false, could alter the appraiser's opinions or conclusions. Comment: Extraordinary Assumptions presume as fact otherwise uncertain information about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in analysis.

The Dictionary of Real Estate Appraisal, 6th Edition, Appraisal Institute, Page 84

Hypothetical Condition

A condition, directly related to a specific assignment, which is contrary to what is known by the appraiser to exist on the effective date of the assignment results, but is used for the purpose of analysis. Comment: Hypothetical conditions are contrary to known facts about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis.

The Dictionary of Real Estate Appraisal, 6th Edition, Appraisal Institute, Page 113

2 MARKET AREA ANALYSIS

2.1 SOUTHEAST ALASKA AREA ANALYSIS

Many of the remote and urban areas throughout Southeast Alaska have similar economic underpinnings and supply and demand characteristics that are reflective of the real estate market activity overall. This is important considering the low number of transactions, especially for remote commercial use properties like the subject. It would, in general, compete with other commercial markets in the region. Overall demand for this type of property expands or contracts based on the availability of disposable income and other economic factors that affect the global, national and regional economy. There had been a contraction in the US economy in 2007 and 2008, and it has been slowly recovering. The demand for these special properties appears to be strengthening after an initial significant contraction. Overall, this market is considered stable. The most helpful insights into the market trends are considered in the following discussion on the region and nearby communities.

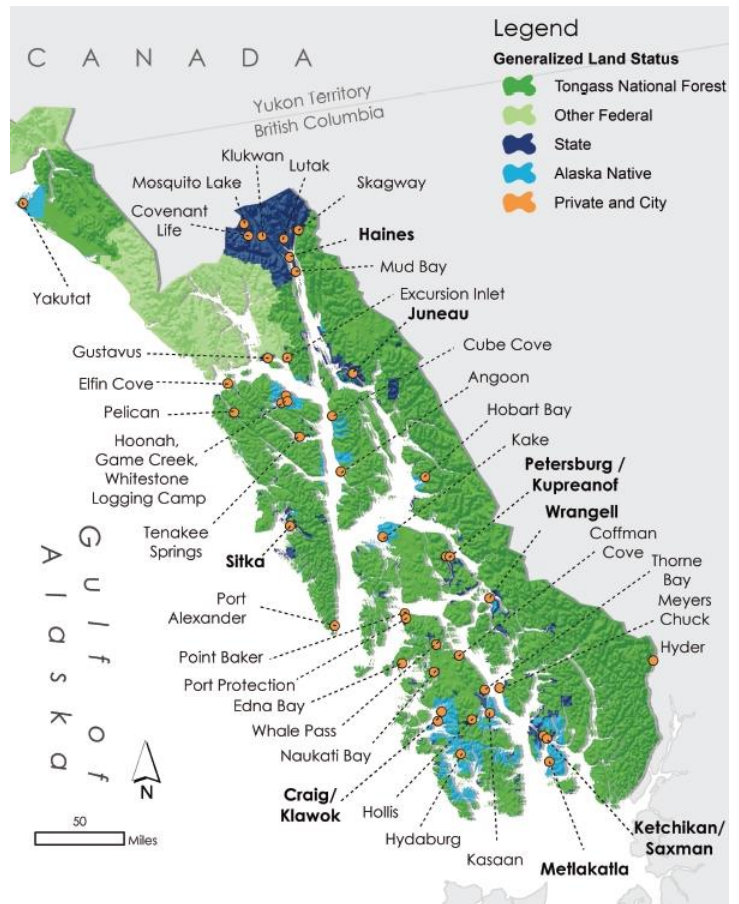
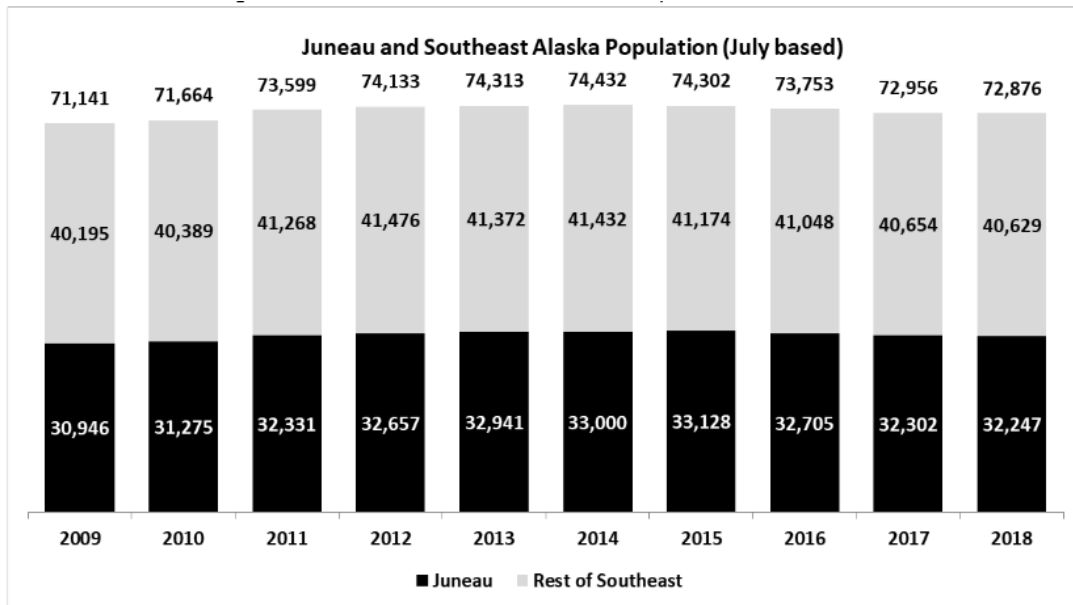


FIGURE 2.1 - Land ownership map of SE Alaska.
Source: Alaska DNR and Dept. of Interior, BLM.

According to the Alaska Department of Labor, estimates included in JEDC's report released September, 2019, Juneau's population held steady after two years of out migration. The July, 2018, population estimate of 32,247 was below the previous year's estimate by approximately 55 individuals. The rest of Southeast Alaska, excluding Juneau, also stayed flat, with a population decline of only approximately 25 individuals. An overall loss of 881 residents from Juneau's peak population of 33,128 in 2015 has brought the City and Borough population back to 2011 levels.

The region has historically been a resource-based economy, but this has been eclipsed by government employment especially in the state capital, Juneau. As the state economy has been challenged with declining revenue from oil taxes, this sector of the economy has been shrinking for the last several years.



Source: Alaska Department of Labor and Workforce Development, Research & Analysis, Population Estimates

FIGURE 2.2 - Juneau and Southeast Alaska population trends, 2009 – 2018.

Source: Juneau and Southeast Alaska Economic Indicators August 2019, Published by the Juneau Economic Development Corporation.

Meilani Schijvens, economic analyst, in a presentation to the Southeast Conference in September, 2019, indicated the regional economy appeared to be thriving with dry weather and the robust summer tourist season. However, not all segments of the complex economy are thriving. The long-term top wage provider, government, continues to weaken with a loss of more than 800 jobs in the last seven years. Fishing, which had been a growing industry has been stagnant, although still the fourth largest provider of wages. The fishing industry lost nearly 700 seafood jobs over the past four years with wages down \$22,000,000. The mining sector continues to grow while the shipbuilding and construction sectors have contracted. Health Care grew by about 500 jobs and \$50,000,000 in wages over the last four years supporting the increasing health care needs and aging population. The declines have been counterbalanced by the growing tourism industry which has added more than 2,000 annualized jobs to Southeast communities and increased wages by \$85,000,000. The so-called China trade wars have had a negative impact on seafood, timber and mining industries. State budget cuts and unstable fiscal environment has cut Medicare and other potential funding sources that required matching dollars for federal programs. Overall, the economic picture is mixed with nominal loss in population and slight growth in wages, the region has persevered through several rough years.

COVID-19 and the Tourism Industry

The worldwide pandemic precipitated by the Coronavirus (COVID-19) has interrupted commerce and a prolonged outbreak could have a yet unquantifiable impact on the market. Southeast Alaska's tourism market for the 2020 season has collapsed. This has had a significant impact on income for properties directly dependent on cruise ship visitation. Outlook from market participants is hope for a recovery beginning in 2021. Projects that had been planned but not executed have been put on hold. However, projects in the works have proceeded to schedule for completion in anticipation of the eventual recovery. These include Norwegian Cruise Lines scheduled closing on dock site in downtown Juneau at the end of September 2020 for \$20,000,000, as well as the continued construction of a \$50,000,000 cruise ship dock facility at Ketchikan's Ward Cove.

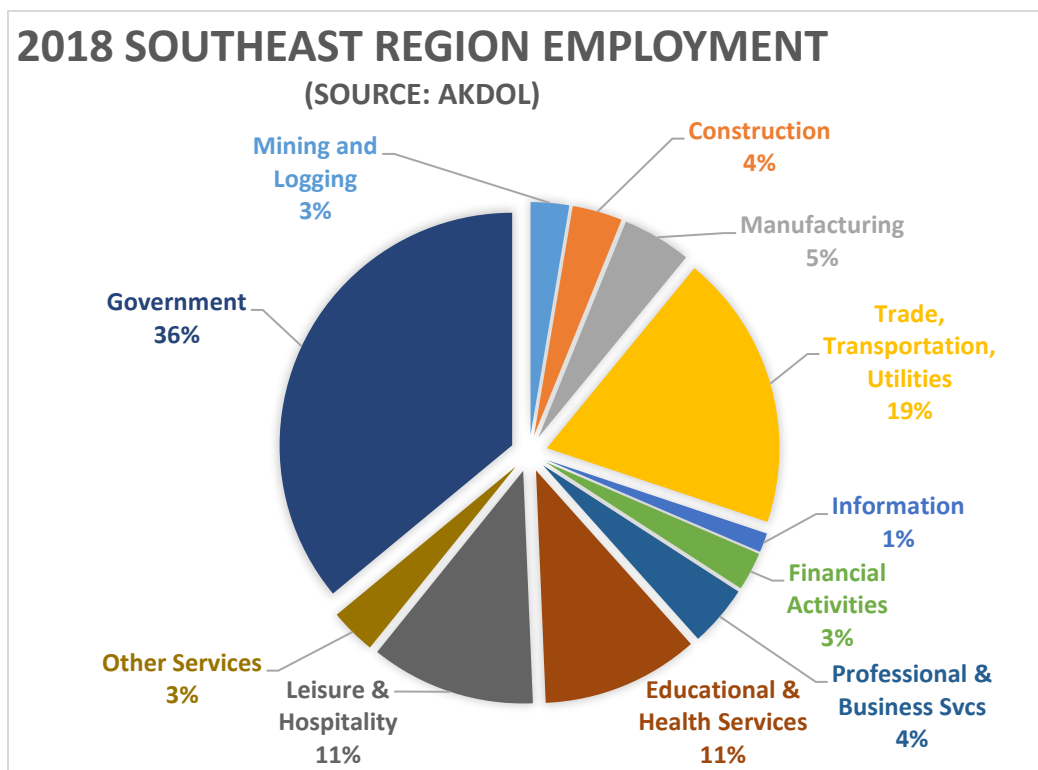


FIGURE 2.3 - Pie chart showing sectors of southeast economy.

Graphic. data from AK DOL Nov. 2019.

2.2 PRINCE OF WALES AREA ANALYSIS

Prince of Wales Island is located in the southern part of Southeast Alaska and is the largest island in the region. The subject property is located in the City of Craig, which is located in the center of the western side of the island just five miles south of the City of Klawock and which houses the island's airport. Other communities on the island include Hydaburg, Naukati, Thorne Bay, Hollis, Coffman Cove, Whale Pass and Kasaan.

Fishing has remained as the longest sustained stable industry and continues to provide many jobs in the largest island communities. Halibut, herring and salmon are the primary commercial fish species. The main season generally runs from early spring to early fall.

The island has been a focal point for mineral exploration since the mid nineteenth century. Copper, gold, silver, platinum, zinc, lead, and uranium have all been mined during various periods. The southern portion of the island is reported to be a mineralized area of high potential. With high prices for natural resources, exploration continues to expand. In August 2008, a Canadian mining firm announced the exploration of a mine in Cholmondeley Sound area, further enhancing prospects for rejuvenation of this resource development.

Logging became a major industry in 1951 with the signing of a contract between the Forest Service and the Ketchikan Pulp Company. This 50 year agreement has provided for a harvest of 192 million board feet of timber per year. Since ANCSA, major logging has been conducted by the various village corporations on Prince of Wales and neighboring islands. The logging has been severely curtailed over the past 15 plus years due to the low prices and the closure of several regional mills, especially the pulp mills in Sitka and Ketchikan. Political pressure has also added to reduce harvesting on the Tongass National Forest.

The Inter Island Ferry System and roads generally serve the roaded portion of the island. The Inter Island Ferry is run separately by the Inter Island Ferry Authority and not experiencing the operational problems found currently with the state-run Alaska Marine Highway. There are daily runs to and from Ketchikan. Prince of Wales Island has become a popular recreation and tourist destination.

The paved road system connects major communities including Craig and Klawock on the central western coast of the island. Paved road also connects those communities to Thorne Bay and Coffman Cove further to the north and east. Other communities connected include the organized village of Kasaan and to the south, Hydaburg. Gravel roads tying into the Prince of Wales road system come to within one or two miles of the Point Baker area at the northern tip of the island. The two communities in this northern area are generally communities of subsistence users and some lodges in Point Baker and Port Protection. Several communities, such as Coffman Cove and Thorne Bay, have resulted from logging camps. Whale Pass has emerged with recreation sites and at least one lodge. There are many lakes and streams accessible by logging roads.

Employment in these areas is cyclical and seasonal. The demand for housing seems to be more for rental than for purchase. There is some resistance to invest large amounts of money in housing as compared to other Southeast Alaska communities. The overall island economy has generally leveled out, after a substantial drop in activity in the late 1990s and early 2000s. Population has also declined, but has leveled out over the past several years between 6,100 and 6,500.

2.3 SUBJECT LOCATION AND COMPARABLE RENTALS MAP



FIGURE 2.4 – Subject Location Map and Comparable Sales Map in Craig

3 PROPERTY DESCRIPTION

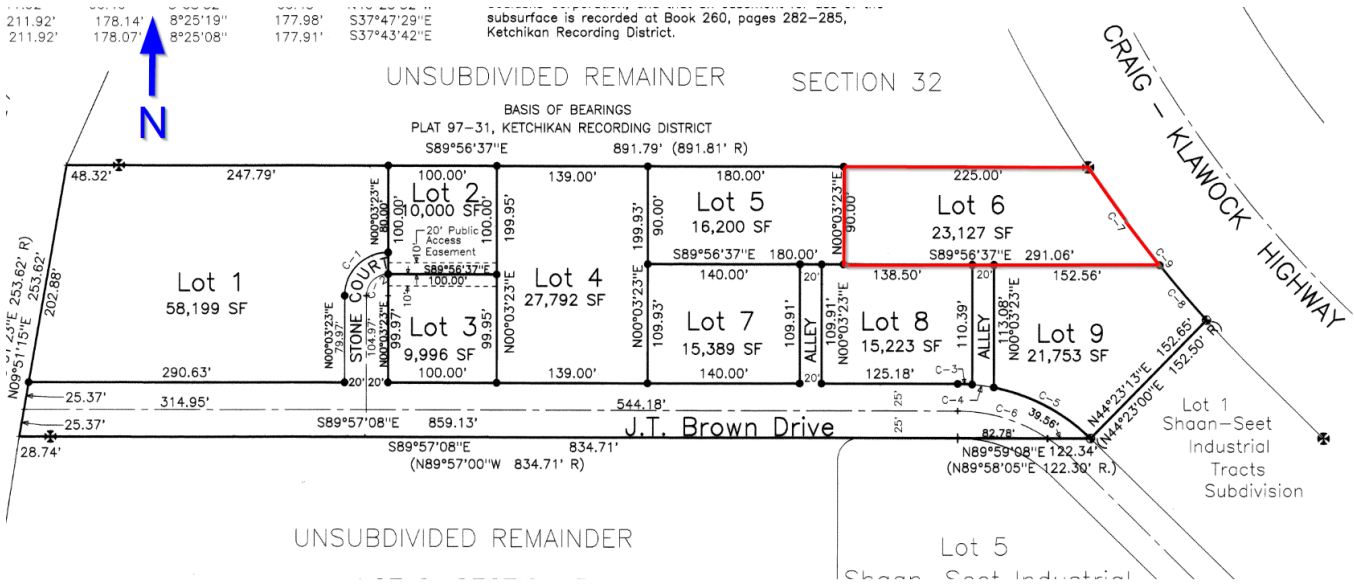


FIGURE 3.1 - Site map, excerpt from lease showing drawing of the subject outlined in red.

3.1 SITE DESCRIPTION

Size, Shape, and Adjacent Uses

The subject is a leased parcel in Craig’s JT Brown Industrial Park. The size and dimensions were originally set in the 2001 lease, however, a subdivision plat from 2002 has slightly different numbers, which is what I will use since it is an actual survey. According to the plat, it is a 23,127 SF, irregular shaped parcel with 291.06 feet of width on its southern boundary, facing JT Brown Drive and 90 feet of depth on its western property line which runs north to south. The rear or north property line is 225 feet which connects to 111.68 feet of length along the Craig Klawock Highway. While technically having frontage on that road, no access is developed from the highway. Please see Figure 3.1, an excerpt from the plat. Surrounding uses include an auto shop to the west and southwest, a junkyard to the southeast, the highway to the west, and undeveloped lands to the north.

Topography and Physical Characteristics

The site is currently improved with a power substation owned by the lessee. Per client instructions, the site is analyzed in its *prelease, undeveloped condition*. The lease drawings indicate that the site was prepared with fill at the time the lease was executed. The site appears to be mostly level with the beginning of an upward slope along the rear property line. Overall, it has average developability.

Access and Utilities

The subject is accessed via a short, gravel, public drive which connects to JT Brown Drive, a paved publicly-maintained right-of-way. All utility services, including water, sewer, power and telecommunications, are available in JT Brown Drive.

Zoning

The subject is located within the City of Craig, and is subject to its zoning authority. According to the North Craig Zoning Map, available on the City of Craig’s website, the subject is zoned Heavy Industrial. It is intended for industrial or heavier commercial uses including but not limited to warehousing, wholesale and distribution operations, manufacturing, equipment repair, salvage yards and fish processing. This zone has a minimum lot size of 10,000 SF. The subject’s use as a power substation appears to conform with the zoning.

Easements and Other Restrictions

No easements, encroachments or other development restrictions were noted on the lease drawing or upon inspection; however, I do not have a current title report on the property. As noted in Section 1, the interest appraised is effectively fee simple due to a subsurface easement granted by subsurface owner, Sealaska. This easement withholds mineral and water rights.

Environmental Hazards

There are no obvious environmental hazards, however, I am not an environmental inspector or engineer.

3.2 ASSESSED VALUATION AND TAXES

The subject is taxed by the City of Craig under Assessor Parcel Number NC-504-070. The assessed value of these parcels is summarized as follows:

Land	\$177,900
Improvements	\$100,400
Total	\$278,300

The current millage rate of 6 mils indicates annual real estate taxes of \$1,670.

4 MARKET RENT DETERMINATION

4.1 HIGHEST AND BEST USE

Definition of Highest and Best Use

The most widely accepted components of market value are incorporated in the following definition: The most probable price, as of a specified date, in cash, or in terms equivalent to cash, or in other precisely revealed terms, for which the specified property rights should sell after reasonable exposure in a competitive market under all conditions requisite to a fair sale, with the buyer and seller each acting prudently, knowledgeably, and for self-interest, and assuming that neither is under duress.

The Dictionary of Real Estate Appraisal, 6th Edition, Appraisal Institute, pages 141-143

A variety of uses are **physically possible** on the site given its size, level topography and access to utilities. Public, commercial or residential uses could all physically be built on the site. **Legally permissible** uses, however, are restricted to industrial development per the zoning. With a minimum lot size of 10,000 SF, the subject could also be subdivided into two lots. There appears to be demand for industrial development in the subject's market and an industrial use is **financially feasible**. Subdivision may also be financially feasible; however, most industrial uses require space for staging and equipment and nearly all the subject's space is currently utilized to support the improvements. Subdivision is not the **maximally productive** use of the site. The current use is judged the maximally productive use.

The Highest and Best Use of the subject is its current use as a power substation.

4.2 SALES COMPARISON APPROACH

The subject is valued using the Sales Comparison Approach, with the relevant unit of comparison being the price per square foot. Craig's real estate market is relatively limited primarily due to the smaller size of the community in general. While my market data search focused on Craig, it is expanded geographically to include the nearby community of Klawock in order to make sure all relevant data was considered. Ultimately, the most comparable sales were found in Craig. I also expanded my search back in time ten years, for the same reason. The four sales deemed most comparable to the subject are arrayed and qualitatively adjusted in Table 4.1.

Qualitative Analysis

No discreet adjustments could be found from this limited market data set to develop quantitative adjustments for differences between the subject and the four primary comps. A qualitative rating has been developed to weigh the differences between the subject and the sales whereby, if a comparable attribute is superior to the subject, a minus rating of -1, -2, or -3 is made, depending on its severity. Conversely, if a comparable attribute is inferior to the subject, a plus rating is made to weigh this with other attributes towards the subject with a +1, +2, or +3, depending on the severity. The

gradation of weighting 1 to 3 is used since all qualitative attributes are not, in the appraiser's opinion, equally weighted within the market.

Market Conditions have been relatively stable for the short time period covered by Comps 1 and 3. While Comp 2 occurred in 2014, the market for vacant land in Craig has been relatively stable over this time period. No time adjustments is necessary for these comps. Comp 4, on the other hand, transacted in 2011, in an era still stabilizing from the repercussions of the 2008 Financial Crisis. It is rated inferior by +1 in this category.

The conditions of sale for all of the comparables are felt to be market competitive, having sold for cash or seller financing, similar to cash. They represent normal market transactions as the subject is appraised.

Property Rights: The subject's interest is surface estate with a subsurface easement that effectively makes the property fee simple. This easement withholds mineral and water rights. These withheld rights have a nominal impact on the subject's market value since mineral resource development is not occurring in the neighborhood and the site is adequately supplied by public water service. All of the comps are assumed to have sold in fee simple interest and are rated similar to the subject.

The **zoning** for the subject is Industrial, as is the zoning of Comps 2 and 4. Comps 1 and 3 are zoned Residential. There is insufficient market evidence to warrant adjustments between zones in the Craig and Klawock markets.

Site prominence considers the placement of a site near commercial activity and traffic and is closely related to frontage. This category also considers waterfrontage. The subject technically has frontage on the Craig-Klawock-Hollis Highway but its access is developed off JT Brown Drive, via a small access drive. Its site prominence is rated average. Comp 1 occupies a full block in downtown Craig with frontage on four city streets. It has excellent site prominence and is rated superior by -1 as a result. Comps 2 and 4 both have superior site prominence due to their waterfrontage near Craig's seaplane base and harbor system. They are rated superior by -1 as a result. Comp 3 has frontage on one city street and is rated similar to the subject in its average site prominence.

Developability pertains to how easy it is to prepare a site for its Highest and Best Use. As noted previously, the subject is appraised as though unimproved, in its prelease condition. The lease drawings indicate that the site was prepared with fill at the time the lease was executed. The site appears to be mostly level with the beginning of an upward slope along the rear property line. Its developability is rated average. Comps 1, 2 and 3 are all relatively level sites with fully developed access and utilities like the subject. They are rated similar to the subject in developability. Comp 4, on the other hand, is comprised of sloping beachfront which will be far more difficult and expensive to develop for its Highest and Best Use. It is rated inferior by +2 in this category.

At 23,127 SF, the subject's **size** is large relative to land sales in Craig and Klawock, but typical for an industrial lot. Comp 1 is over twice the size of the subject, but close enough to the subject in size to be comparable on a price per unit basis. Comp 2 is over four times larger than the subject, while Comp 4 is nearly ten times larger. They are both rated inferior by +2 due the due to economies of scale. Comp 3 is less than half the size of the subject and should indicate higher on a price per square foot due to its smaller size. It is rated superior by -1.

Summary and Relative Ranking

The rankings discussed above relative to their SF values compared to the subject are summarized in Table 4.1 below.

Character	Subject	Comp 1 - #11655 601 Main St		Comp 2 - #4412 200 8th St		Comp 3 - 11654 405 T&H St		Comp 4 #6873 701 Water St	
Indicated square foot value of land		\$5.32/SF		\$3.79/SF		\$4.98/SF		\$1.43/SF	
Market Condition (Time)	10/9/2020	2/1/2020	0	8/16/2014	0	7/28/2020	0	1/4/2011	1
Condition of Sale	Cash	Seller	0	Cash	0	Cash	0	Cash	0
Property Rights	Effectively Fee Simple less minerals, water	Fee Simple	0	Fee Simple	0	Fee Simple	0	Fee Simple	0
Zone	Industrial	Residential	0	Industrial	0	Residential	0	Industrial	0
Site Prominence	Average	Superior	-1	Superior	-1	Similar	0	Superior	-1
Developability	Average	Similar	0	Similar	0	Similar	0	Inferior	2
Size (SF)	23,127	58,300	0	97,654	2	8,026	-1	209,538	2
Net rating		Superior	-1	Inferior	+1	Superior	-1	Inferior	+4

If a comparison is **Superior**, a Minus rating of -1, -2, or -3 is given depending on severity.

If a comparison is **Inferior**, a Plus rating of +1, +2, or +3 is given depending on severity.

The net ratings are further summarized and bracket the subject on a price per square foot in the following Table 4.2:

Comp 1 – 601 Main St	Superior -1	\$5.32/SF
Comp 3 -405 T&H St	Superior -1	\$4.98/SF
Subject	Similar	Solve
Comp 2 – 200 8 th St, Craig	Inferior +1	\$3.79/SF
Comp 4 – 701 Water St, Craig	Inferior +4	\$1.43/SF

The data brackets the subject between \$1.43/SF and \$5.32/SF. At the upper end of the range at \$5.32/SF is the sale of a city block in downtown Craig improved as a mobile home park. This sale's site prominence makes it superior to the subject on price per unit basis. The next superior indicator is Comp 3, a smaller residential lot in downtown Craig. The economies of scale associated with its smaller size make it superior on a price per square foot. Comp 3 is a mostly developed, waterfront industrial site in downtown Craig. Its superior site prominence on the waterfront is more than offset by its much larger size making its \$3.79/SF inferior to what the subject should warrant in the market. At the bottom of the range, at a rating of inferior +4, is a much larger,

waterfront site with inferior developability due to its sloping, beachfront topography. The subject's value per square foot should be much more than the \$1.43/SF shown by this comp. Based on these indicators and considerations the estimated value of the subject land is placed at **\$4.75/SF**. The land value of the larger parcel is summarized as follows:

23,127 SF at \$4.75/SF = \$109,853

Or \$110,000 rounded

ADDENDA

SUBJECT PHOTOGRAPHS



PHOTO 1 – Looking north from the access drive to the middle and eastern portion of the lot. 100920 (89)



PHOTO 2 – Looking west from near the subject's boundary with Craig-Klawock Highway over the eastern portion of the site. 100920 (96)

SUBJECT PHOTOGRAPHS



**PHOTO 3 – Western portion of the lot with shop building, facing east.
100920 (84)**



**PHOTO 4 – Looking north from JT Brown Dr down access road toward
subject. 100920 (91)**

HORAN & COMPANY, LLC

LAND COMPARABLE NUMBER 1

35 POW - Craig City - West & East

Recording District Ketchikan - POW

Address: 601 Main St

City: Craig

State: AK

Zip: 99921

Location: Harborview Trailer Park, Corner of 5th and Main in West Craig

Legal: Lots 1-8, Block 13, USS 1430, Plat 81-68, Ketchikan Recording District, First Judicial District, Alaska;

Instrument: WD - **Serial:** 2020-000331-0

Sale: \$310,000

Trans.Type: Sale

Trans. Date: February 1, 2020

Rights: Assumed Fee Simple

Grantor: Robert & Diane Thomas Living Trust

Terms: Seller financed \$229,765

Grantee: Ronald Umland, SR

Size (AC): 1.3384

Utilities: All

Frontage: 750

Access: Road, paved

Zone: HDR

Improvements: 10 mobile home spaces

Topography: Level, Sloping

Land Class: Non-WTFT, Residential, Commercial

Vegetation: Cleared

Soil: Buildable

Present Use: Mobile Home Park

Intended Use: Unknown

Highest and Best Use: Residential

Comments:

The plat notes that the 15 foot city alley was vacated, creating eight lots each 7,287.5 SF. The MLS notes that there are 10 mobile home spaces with space for four more.

Analysis:

\$5.32/SF

Marketing Info: Listed 08/01/2017 at \$349,500. Price change 09/11/2017 to \$319,000. Expired 05/31/2018. Relisted 07/31/2018 at \$319,000. Expired 11/01/2018. Relisted 02/05/2019 at \$319,000. Purchase contract signed 11/22/2019. DOM: 673

Confirmed with: SEAMLS

Confirmed date: 10/08/2020

Confirmed by: J.Horan

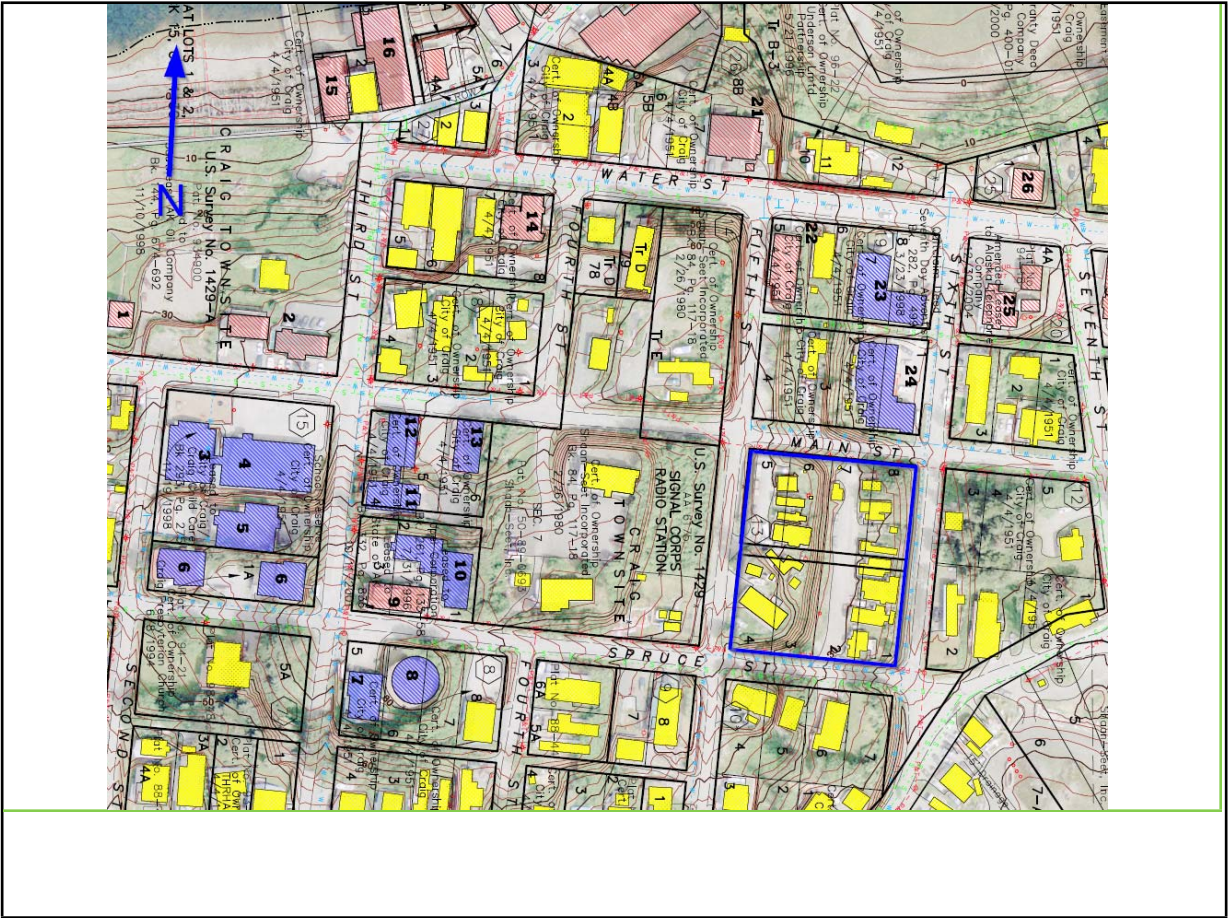
Revision Date: 11/6/2020

Record Number: 11655



100920 (107)





HORAN & COMPANY, LLC

LAND COMPARABLE NUMBER 2

35 POW - Craig City - West & East

Recording District Ketchikan - POW

Address: 200 Eighth St

City: Craig

State: AK

Zip: 99921

Location: Adjacent to float plane dock

Legal: Fraction of Tract C, USS 1430 and Fraction of ATS 212, Tract CT, Plat 94-33 and Lot 4, Block 28 USS 1430.; Parcel Number: WC-137-130

Instrument: WD - **Serial:** 2014-002032-0

Sale: \$370,000

Trans.Type: Sale

Trans. Date: August 16, 2014

Rights: Assumed Fee Simple

Grantor: Ford Marina Trust

Terms: Cash

Grantee: Craig Harbor LLC

Size (AC): 2.2418

Utilities: All

Frontage: 740' Water Front

Access: Road, gravel

Zone: MI

Improvements: Pier for marine travel lift

Topography: Submerged, Level

Land Class: Non-WTFT, Tidelands, Commercial, Waterfront

Vegetation: Cleared

Soil: Gravel, Tidelands

Present Use: Former boat yard with travel lift had not operated for nearly 20 years

Intended Use: Purchased for speculation figuring it had great marine oriented potential especially for lodge type use.

Highest and Best Use:

Comments:

Treated wood bulkhead, 40' wide. 2 piers for travel lift, 12'x60' and 6'x60' = 1,080 SF. Buyer gave Zero Value to improvements.

Analysis:

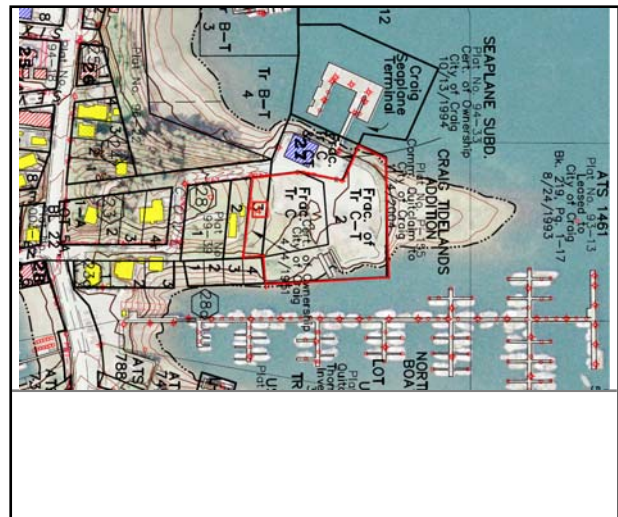
Land \$370,000 ÷ 97,654 SF = \$3.79/SF Overall limited unfilled areas. Buyer gave no value to travel lift slip.

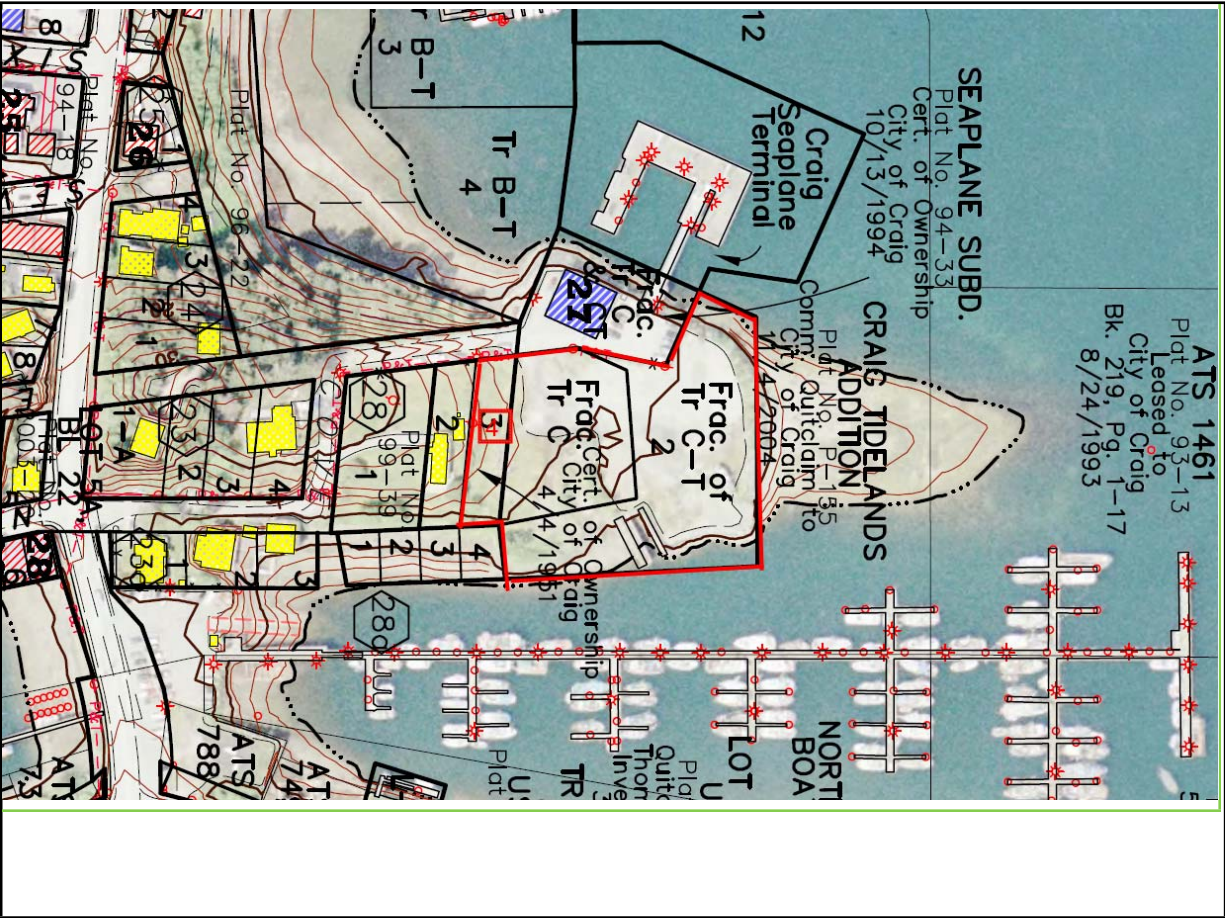
Marketing Info: At one time, 10 years + ago this property was for sale for \$1,000,000 with John William's Realty out of Juneau. It was then marketed by word of mouth off & on. Most recently listed with Coastal Realty out of Ketchikan for about \$600,000 and finally sold for cash at \$370,000. Prior listing-asking prices seemed high. The seller apparently had serious health issues and was finally motivated to sell. The buyer thought it was a good deal and purchased for speculation. Closed 8/11/2014

Confirmed with: MLS Chris Herby
 Confirmed date: 10/13/2015 3/24/2016
 Confirmed by: W.Ferguson C.Horan
 Revision Date: 11/10/2020
 Record Number: 4412



Photo 11-14-2014





HORAN & COMPANY, LLC

LAND COMPARABLE NUMBER 3

35 POW - Craig City - West & East

Recording District Ketchikan - POW

Address: 405 T&H St

City: Craig

State: AK

Zip: 99921

Location: East Craig

Legal: Lot 3, Craig Millar Subdivision, Plat 93-20, Ketchikan Recording District, First Judicial District, Alaska; Parcel Number: EC200-224-050

Instrument: WD - **Serial:** 2020-002015-0

Sale: \$40,000

Trans.Type: Sale

Trans. Date: July 28, 2020

Rights: Fee Simple

Grantor: Douglas McMurren

Terms: Cash

Grantee: Lewis Bird

Size (AC): 0.1843
Frontage: 76.99 feet Road
Zone: LDR
Topography: Level
Vegetation: Typical
Soil: Buildable

Utilities: All
Access: Road, paved
Improvements: None
Land Class: Non-WTFT, Vacant, Residential

Present Use: Vacant
Intended Use: Residential
Highest and Best Use: Residential

Comments:

Analysis:
 \$4.98/SF

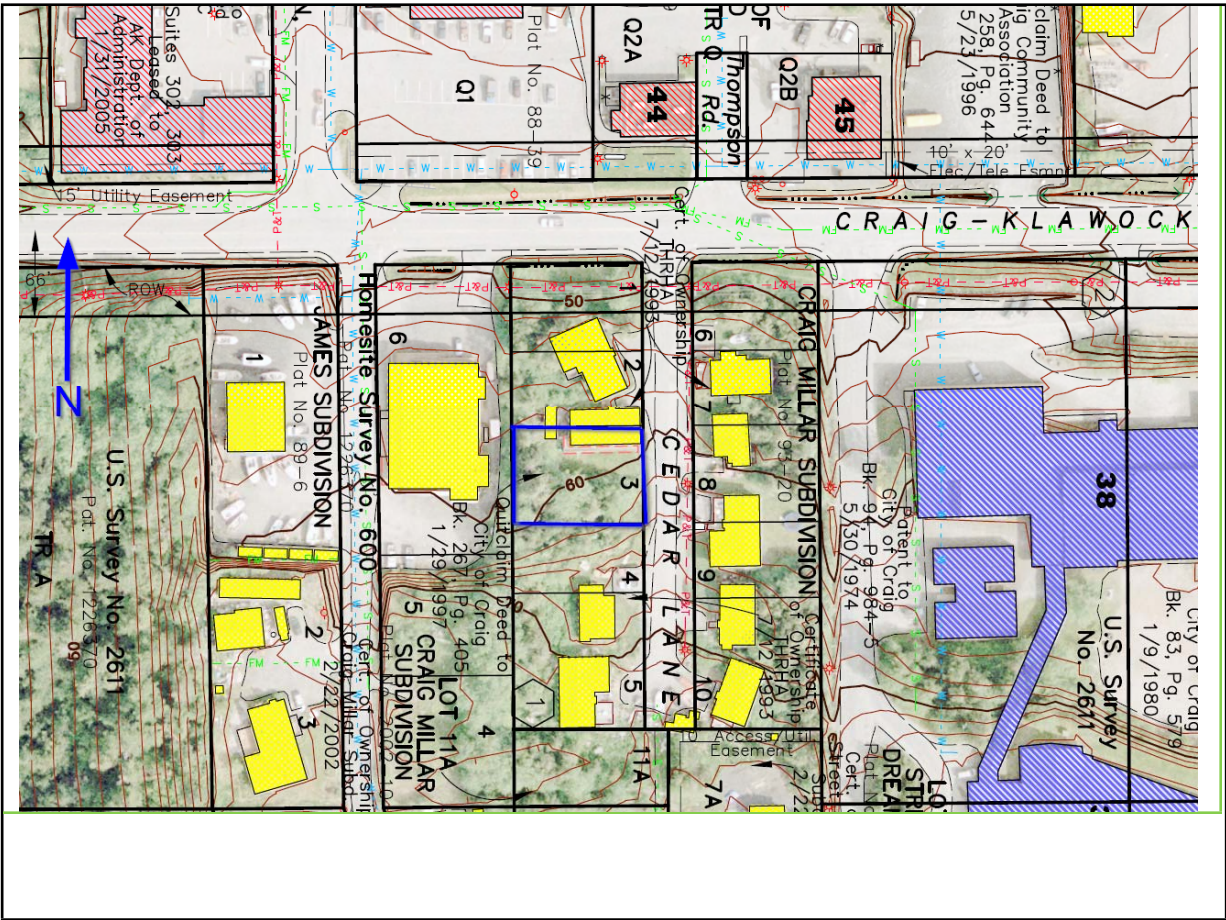
Marketing Info: Listed from May 2018 for one year at \$45,000. Lised most recently on 07/10/2020 at \$45,000. Contract 07/16/2020. DOM: 6

Confirmed with: AK FlexMLS
 Confirmed date: 10/08/2020
 Confirmed by: J.Horan
 Revision Date: 10/8/2020
 Record Number: 11654



100920 (99)





HORAN & COMPANY, LLC

LAND COMPARABLE NUMBER 4

35 POW - Craig City - West & East

Recording District Ketchikan - POW

Address: 701 Water St

City: Craig

State: AK

Zip: 99921

Location: Near Water Street and seaplane dock Craig, Alaska

Legal: Lot 4 Tract B-T Plat P-155, nominal lease interest in Lot 3, Tract B-T

Lots 1 & 2, Block 24, USS 1430

See H & C 10-099 for details of Tract B-T : Parcel Number: 5348. 5463

Instrument: QCD - **Serial:** 2011-000028-0 &

Sale: \$300,000

Trans.Type: Sale

Trans. Date: January 4, 2011

Rights: Assumed Fee Simple

Grantor: Craig AK LLC & A UNDERSON LLC (Clapp

Terms: Assume cash

Grantee: Shaan-Seet Inc.

Size (AC): 4.8103

Utilities: All

Frontage: 878

Access: Road, gravel, Boat, Floatplane, See Comments

Zone: MI

Improvements: Tresspass house

Topography: Sloping, See Comments, Submerged

Land Class: Waterfront, Commercial, Tidelands, Vacant,

Vegetation: Brushy, Wetlands, Typical

Soil: Gravel, Tidelands, Typical

Present Use: Vacant

Intended Use: Speculation

Highest and Best Use: Commercial

Comments:

Per Dave Bolin, contaminated site and its obligations transferred with property. The seller shares an interest in the property rights under dock on Lot 3. Zoning is mixed zoning of general commercial and high density residential. Lot size referenced in record includes

SFR and two residential lots - 16,410 SF

Uplands - 90,740

Tidelands - 102,388

Analysis:

Sales allocation Total \$300,000 / 209,538 SF = \$ 1.43 /SF

Uplands Undeveloped \$114,800 / 90,740 SF= \$ 1.27/SF

Tidelands Sloping-Submerged\$31,800/102,388 SF =\$0.31/SF

Lots 1 and 2 B24 Building Lots \$153,400/16,410 SF =\$ 9.35/SF

Marketing Info: Had been off & on the market over past 10 years. Wold appraisal indicated on market 9/2001 for \$ 1,000,000. As of 11/10 property not on market. Clapp reportedly sold property for \$250,000 after appraisal, per Brolin. Buyer indicated \$300,000. Issues included pollution and encroachments. Seller noted he was "done with Craig"

Confirmed with: Jim Carle

Dave Bolin

Confirmed date: 1/24/2011

5/24/2011

Confirmed by: T.Riley

T.Riley

Revision Date: 11/10/2020

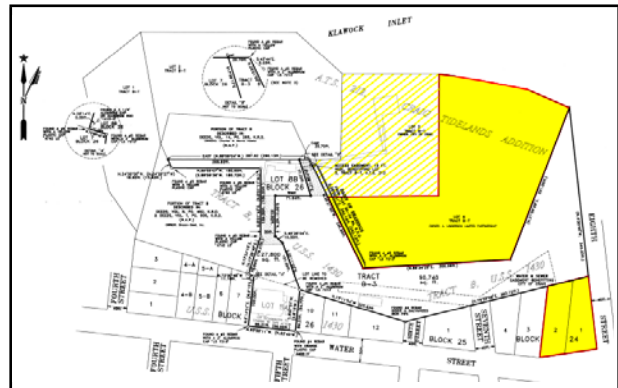
Record Number: 6873



Untitled.wmf

020906_0314

Looking southeast at the subject parcel from adjacent lot



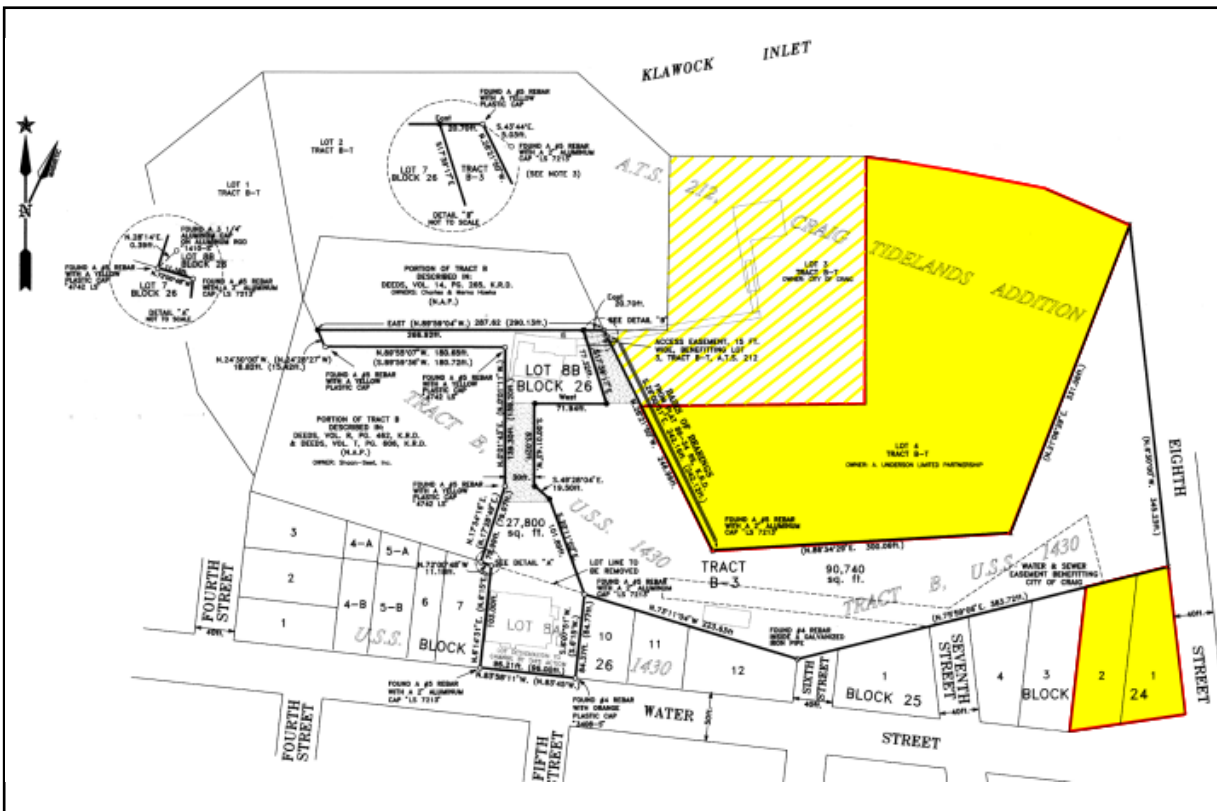
Untitled.wmf

file

2 residentially zoned lots with one house sold at assessed value are separate from the main tidelands parcel



020906_0314 Looking southeast at the subject parcel from adjacent lot



file 2 residentially zoned lots with one house sold at assessed value are separate from the main tidelands parcel.

**ALASKA POWER & TELEPHONE COMPANY
JTB PARK LOT 6
SUBSTATION**

Lessor: CITY OF CRAIG
P O BOX 725
CRAIG, AK 99921

Lessee: AP&T
P O BOX 3222
PORT TOWNSEND, WA 98368

Initial Term: July 1, 2012 thru June 30, 2014

Initial Rent: \$5,775.00

Late Fee: None

Renewal Term: Either party may terminate agreement with 90 days notice

GL Account: APC 5700-02-PCRG-000

Invoicing:

Term	Amount Due	Amount Paid	Date Paid
07/01/12 TO 06/30/13	5,775.00	5,775.00	06/29/12
07/01/13 TO 06/30/14	5,775.00	5,775.00	06/21/13

3/26/2014



City of Craig

P.O. Box 725
Craig, AK 99921

907-826-3275

www.craigak.com

STATEMENT

Statement Date
5/31/2013

Customer Account No
0002

Amount Paid

AP&T C/O CARL DANIELSON
PO BOX 3222
PORT TOWNSEND, WA 98368

Please return top portion with payment

Invoice #	Invoice Date	Description	Invoice Amount	Current Payments			Remaining Amount
				Check #	Date	Amount	
35656	5/31/2013	JTB Park Lot 6 Annual Lease	5,775.00		/ /	0.000	5,775.00
TOTALS			5,775.00			0.00	5,775.00

Vend./Vouch. CRA108 / V189306
 Inv. 35656
 Inv. Exp. 5-31
 Acct APC/570002PCRG006
 Req. #.O. 5627
 Match / Appr. _____

Payment with Autopay Card

Credit Authorization : _____ Visa _____ Mastercard _____ / _____ Expiration Date
 Card No _____ - _____ - _____ Amount to be charged \$ _____
 Card Billing Address _____
 Signature _____ Phone No _____

RETURN TO TOP

LEASE AGREEMENT

This lease agreement is entered into by and between the City of Craig, Alaska, PO Box 725, Craig, Alaska 99921 (hereinafter "City"), and Alaska Power and Telephone PO Box 222 Port Townsend, WA 98368 (hereinafter "Lessee").

WHEREAS Lessee desires to establish an electrical substation on municipally owned property within the corporate boundaries of the City of Craig; and

WHEREAS Lessee has determined that a site on City-owned land near the northern line of Section 5 of Township 74S, Range 81E is a suitable location for said electrical substation; and

WHEREAS better electric service is of value to the residents of Craig for reasons including but not limited to health and safety.

WITNESSETH:

1. The City hereby leases to Lessee that portion of Reconveyance Parcel No. 1a described below:

Beginning at Corner 2 of Block 2, Tract A, as shown on Plat 95-57, Ketchikan Recording District, First Judicial District, State of Alaska, thence N 89°57'00"W a distance of 225 feet to a point; thence S 0°00'00"E a distance of 90 feet to a point; thence S 89°57'00"E a distance of approximately 291 feet to a point on the western line of Craig/Klawock Highway right-of-way; thence northwesterly along said right-of-way a distance of 112 feet to the point of beginning of this description. Containing an area of approximately 23,175 square feet.

2. The effective date of this lease is July 1, 2001. This lease shall expire June 30, 2011.

3. The Lessee shall pay to the City an annual lease payment of \$5,562.00 (five thousand five hundred sixty-two dollars), payable in advance prior to June 30 of each year of the lease.

4. The lease is for the purpose of providing Lessee with a desirable location for: receiving and transmitting electricity that is produced at remote locations; storage of electrical and telephone equipment; and intermittent generation of electricity. This lease will terminate automatically if and when the Lessee suspends use of the leased premises for the above purposes for a period of six (6) months or longer.

5. Lessee agrees to maintain the leased area, and any appurtenant buildings, equipment or structures in a well maintained and sightly condition. Lessee agrees to conform to all applicable City land use requirements and shall comply with all laws and regulations of the

MAY 30 2001

City, the State of Alaska and the federal government. Lessee will be required to obtain authorization from the City for construction of any and all structures placed on the lease area.

6. The provisions of Craig Code § 16.02.140 (terms and conditions of leases) are incorporated herein by reference, as if fully set forth herein; and Lessee acknowledges receipt of a copy of those provisions.

7. The City shall have the right to enter the leased premises at all reasonable times to examine the condition of same.

8. Lessee agrees to hold harmless, indemnify and defend City against any and all claims for damage, injury, or wrongful death which may be brought or asserted by Lessee, its agents, or third parties resulting from Lessee's use or occupancy of the leased premises.

9. All buildings, fixtures and equipment of whatsoever nature, that Lessee shall have installed upon the leased premises, whether permanently affixed or otherwise, shall continue to be the property of the Lessee and may be removed by it at the expiration or termination of this lease or of any renewal thereof; and at its own expense, Lessee shall repair any injury to the premises resulting from such removal.

10. At no expense to the City, Lessee shall obtain and keep in force throughout the time period of this lease, comprehensive public liability insurance naming the City as an insured or as additional insured, in a coverage amount of at least \$300,000 per occurrence. Lessee will provide the City with proof of insurance coverage in the form of a certificate of insurance; and upon City request, Lessee will additionally provide a copy of the insurance policy. Said insurance policy must provide that the City will be notified at least 30 days before termination, cancellation or material change in the insurance coverage; and include a waiver of subrogation by which the insurer waives all rights of subrogation against the City for payments made under the policy.

11. This lease and all the covenants, provisions and conditions herein contained shall inure to the benefit of and be binding upon the successors and assigns of the parties hereto.

12. Within 60 days of receiving a request in writing, Lessee agrees to remove all underground electricity transmission lines on Block 2, Tract A that lie outside the lease area identified in Paragraph 1, above.

13. This lease may be renewed for one ten-year period at the option of the Lessee. Said renewal shall be in a form acceptable to Lessee and City.

14. This lease supersedes any and all leases, for all or portions of the property described in Paragraph 1 above, previously agreed to by Lessee and City.

IN WITNESS WHEREOF the parties hereto have set their hands and seals the day and year written below.

ALASKA POWER AND TELEPHONE

DATED: 5/15/01 By: Greg Mickelson
Greg Mickelson, Regional Vice President

CITY OF CRAIG, ALASKA

DATED: 5.18.01 By: Tom Briggs
Tom Briggs, City Administrator

ACKNOWLEDGMENT BY LESSEE

STATE OF ALASKA
FIRST JUDICIAL DISTRICT

THIS IS TO CERTIFY that on this 15 day of May, 2001, in Craig, Alaska before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared GREG MICKELSON, General Manager for Alaska Power and Telephone, Inc., to me known and known to me to be the person he represented himself to be and the same identical person who executed the above and foregoing instrument on behalf of ALASKA POWER AND TELEPHONE, INC. and who acknowledged to me that he had full power and authority to and did execute the above and foregoing as a free and voluntary act and deed on behalf of Alaska Power and Telephone, Inc., and for the purposes therein mentioned.

WITNESS my hand and official seal the day, month and year herein first above written.

[Signature] Notary Public, State of Alaska
My commission expires: 10/5/03



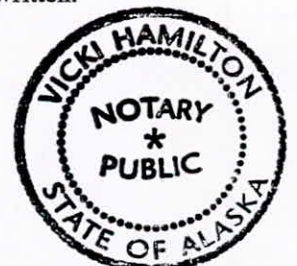
ACKNOWLEDGMENT BY CITY

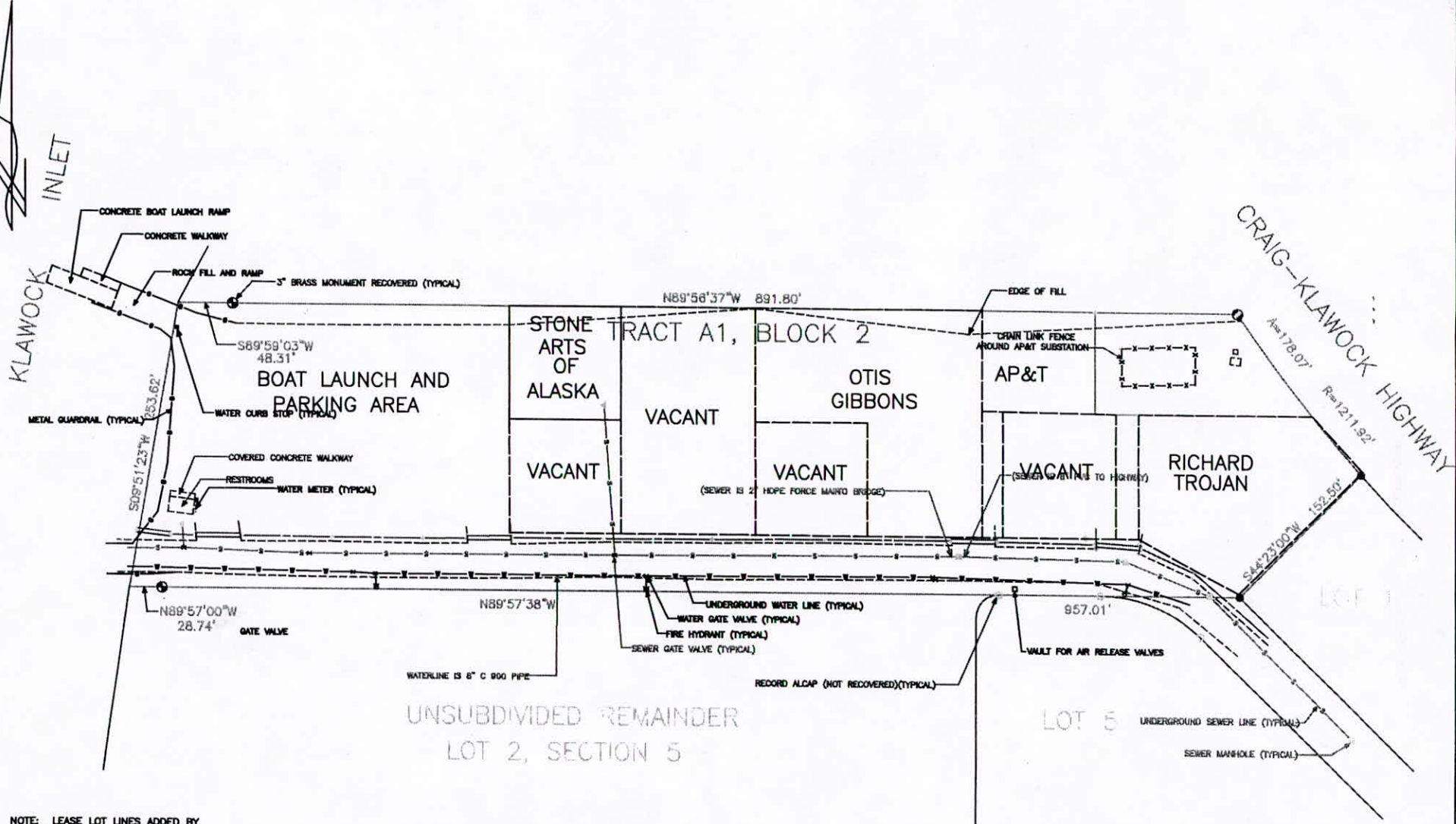
STATE OF ALASKA
FIRST JUDICIAL DISTRICT

THIS IS TO CERTIFY that on this 18th day of May, 2001, in Craig, Alaska before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared Tom Briggs, the city administrator of the City of Craig, Alaska, to me known and known to me to be the person he represented himself to be and the same identical person executed the above and foregoing instrument on behalf of the CITY OF CRAIG, Alaska and who acknowledged to me that he had full power and authority to and did execute the above and foregoing as a free and voluntary act and deed on behalf of the City of Craig, and for the purposes therein mentioned.

WITNESS my hand and official seal the day, month and year herein first above written.

Vicki Hamilton
Notary Public, State of Alaska My commission expires: 8-12-01





NOTE: LEASE LOT LINES ADDED BY CITY OF CRAIG STAFF ON 2/15/01

SURVEYOR'S CERTIFICATE

I hereby certify that I am properly registered and licensed to practice land surveying in the State of Alaska, that this plat represents a survey made by me or under my direct supervision, that the monuments shown hereon actually exist as described and that all dimensions and other details are correct.

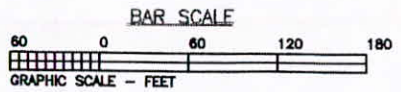
CRAIG L. TEMPLIN, AK RLS No. 3491

Date _____



LEGEND:

- 3" Brass Monument, Recovered
- 2" Alcap on 5/8" Rebar, Recovered
- 2" Alcap on 5/8" Rebar, Not Recovered
- ⊕ Gate Valve
- ⊖ Manhole
- ⊙ Water Meter
- ⊘ Curb Stop
- ⊙ Fire Hydrant
- ⊙ Utility Pole
- ⊙ LIFT Station
- ⊙ Electrical Pedestal
- Waterline
- Sewerline
- Utility Line (Overhead unless otherwise noted)
- 18" Corrugated Plastic Pipe
- Centerline of Ditch
- - - Chain Link Fence
- - - Edge of Travelled Road/Edge of Fill



AS-BUILT SURVEY OF:
 TRACT A-1, BLOCK 2
 SHAAN-SEET INDUSTRIAL TRACTS
 SUBDIVISION, PHASE ONE
 PLAT 97-31, KR D

LOCATED WITHIN:
 SECTION 5, T 74 S, R 81 E, CRM, ALASKA

Surveyed For: CITY OF CRAIG CRAIG, ALASKA	Surveyed By: Templin Land Surveying PO Box WWP - Whole Pass Ketchikan, AK. 99950
Scale: 1"=60'	Drawn By: BLT
Date: 2/13/01	Checked By: CLT

CERTIFICATE OF IMPROVEMENTS

All improvements will be installed by the City of Craig prior to occupation of the lots in this subdivision.

Reviewed and Approved: Mike McJimens 12/04/01
 PUBLIC WORKS DIRECTOR Date
 Reviewed and approved: Jan Boll 12/04/01
 CITY OFFICIAL Date
 Reviewed and approved by: Karen Safford 02-01-02
 PLANNING COMMISSION Date

TAX STATEMENT

I hereby certify that all ad valorem taxes, special assessments, and other charges required by law to be placed on the tax rolls have been paid.

Vicki Hamilton 11-29-01
 City Clerk Date

APPROVAL BY CITY OF CRAIG PLANNING COMMISSION

This final subdivision plat has been reviewed and approved in accordance with the Craig Land Development Code - Subdivision Ordinance. All dedications to the public have been inspected and accepted by the City of Craig.

Jan Boll 01/31/02
 City Planning Official Date
Karen Safford 01-31-02
 Presiding Officer - Planning Commission Date
Susan Kanan 01/31/02
 Planning Commission Member Date

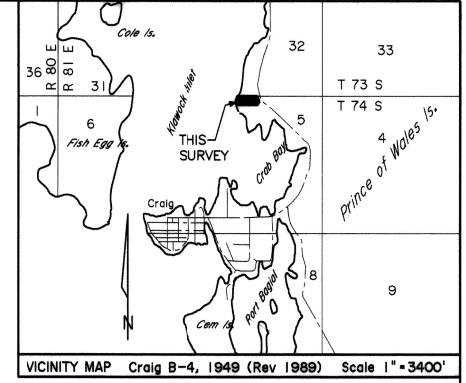
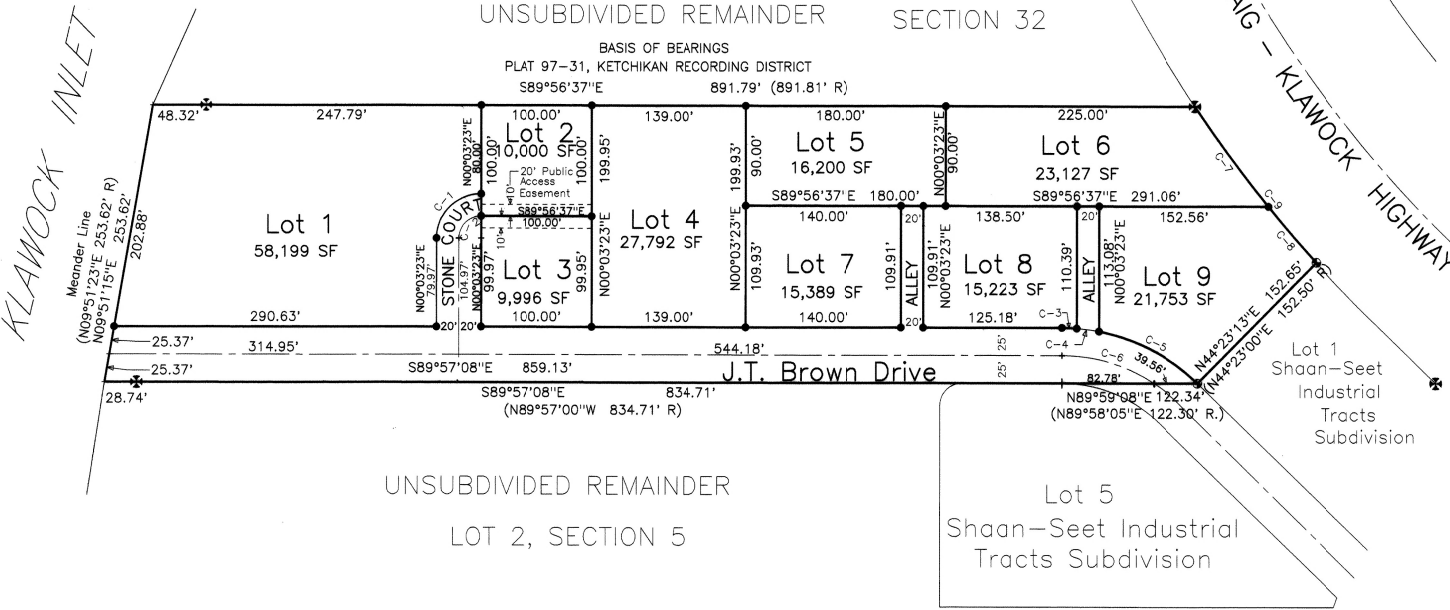
CURVE TABLE

CURVE	RADIUS	LENGTH	DELTA	CHORD	CH-BEARING
C-1	40.00'	62.83'	90°00'00"	56.57'	N45°03'23"E
C-2	20.00'	31.42'	90°00'00"	28.28'	N45°03'23"E
C-3	175.00'	13.33'	4°21'56"	13.33'	S87°46'10"E
C-4	175.00'	20.19'	6°36'39"	20.18'	S82°16'53"E
C-5	175.00'	101.95'	33°22'41"	100.51'	S62°17'20"E
C-6	150.00'	87.69'	33°29'43"	86.45'	S73°12'17"E
C-7	1211.92'	111.68'	5°16'47"	111.64'	N36°13'13"W
C-8	1211.92'	66.46'	3°08'32"	66.45'	N40°25'52"W
C-9	1211.92'	178.14'	8°25'19"	177.98'	S37°47'29"E
C-9(R)	1211.92'	178.07'	8°25'08"	177.91'	S37°43'42"E

NOTES:

- The subsurface estate within this subdivision is owned by Sealaska Corporation, and that an easement for use of the subsurface is recorded at Book 260, pages 282-285, Ketchikan Recording District.

Source: Craig "B-4" Quad Rev. 1986



CERTIFICATE OF OWNERSHIP AND DEDICATION

We hereby certify that we are the owners of Lots 1-9, J. T. Brown Subdivision, that we do approve of this survey and plat and that we do for ourselves, our heirs, and assigns dedicate, donate, and convey to the public all right-of-way / alleys / public utility areas / easements / other public ways as shown hereon.

Thomas Briggs November 29, 2001
 Owner Date

NOTARY'S ACKNOWLEDGEMENT

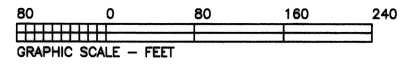
Subscribed and sworn before me this 29th day of November 2001.

Personally appeared Thomas Briggs

Jina Habib
 Notary Public for the State of Alaska
 My Commission Expires 11/04



2002-11
 Ketchikan REC DIST
 DATE February 22, 2002
 TIME 1:52 P.M.
 Requested By City of Craig
 Address _____



- LEGEND:**
- Found 3 1/4" BLM Monument
 - Found 2" Alcap on Rebar
 - Set 2" Alcap on 5'-8"x30" Rebar
 - (R) Record Data (Plat 97-31)

SURVEYOR'S CERTIFICATE

I hereby certify that I am properly registered and licensed to practice land surveying in the State of Alaska, that this plat represents a survey made by me or under my direct supervision, that the monuments shown hereon actually exist as described and that all dimensions and other details are correct.

Craig L. Templin
 CRAIG L. TEMPLIN, AK RLS No. 3491
 11-08-2001
 Date



RECORDED-FILED
 Ketchikan REC. DIST.
 DATE _____, 20____
 TIME _____ M
 Requested by _____
 Address _____

PLAT OF:
 Lots 1-9, JT Brown Subdivision

A SUBDIVISION OF TRACT A1, BLOCK 2, SHAAN-SEET INDUSTRIAL TRACTS SUBDIVISION, PLAT 97-31

LOCATED WITHIN:
 SEC 5, T 74 S, R 81 E, CRM, ALASKA
 KETCHIKAN RECORDING DISTRICT

Surveyed For: City of Craig PO Box 725 Craig AK 99921	Surveyed By: TEMPLIN LAND SURVEYING PO BOX WWP - WHALE PASS KETCHIKAN, AK. 99950 (907) 846-5120
----------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------

Scale: 1"=80' Date: 11/01/01 Drawn By: BLT Checked By: CLT File No.: CGA_F1

QUALIFICATIONS OF JOSHUA C. HORAN

Education:

1997 - Graduated from Sitka High School, Sitka, Alaska

2001 - Graduated with a BS in Foreign Service from Georgetown University, Washington, DC

Employment:

Jan 2020- Partner, Horan & Company, LLC

Oct 2017 – Present – Certified General Real Estate Appraiser, Alaska

Nov 2006 to Oct 2017 – Certified Residential Real Estate Appraiser

Jul 2004 to Nov 2006 - Real Estate Appraiser Trainee - Horan & Company, LLC

Dec 2003 to Jul 2004 - Intern for Shee Atika Incorporated, Sitka, Alaska

Summers, 1997 to 2002 - Park Ranger, National Park Service, Sitka, Alaska

Active Certification & Approvals:

Certified General Real Estate Appraiser, State of Alaska License # 123317

Appraisal Education:

Appraisal Principles; Appraisal Institute, Long Beach, CA, October 2004

Appraisal Procedures, Appraisal Institute, Long Beach CA, October 2004

Residential Case Study, Tacoma, WA, March 2006

15-Hour USPAP, Anchorage, AK, June 2006

REO Appraisal: Appraisal of Residential Property Foreclosure, 7 Hr, Tigard, OR March 2009

Introduction to FHA Appraising, 7 Hr, Tigard, OR March 2009

Uniform Standards of Professional Appraisal Practice - 2009 Update 7 Hr, Juneau, AK June 2009

Home Valuation Code of Conduct & 1004 Market Conditions Form Seminar, June 2009, Juneau, AK

Uniform Standards of Professional Appraisal Practice - 2011 Update, Juneau, AK; June 2011

Current Issues & Regulatory Updates Affecting Appraisers #10066; William King & Associates, Inc.;
Juneau, AK; June 2011

Loss Prevention Program for Real Estate Appraisers; LIA Administrators & Insurance Services; Juneau,
AK; June 2011

Narrative Residential Report Writing Using Microsoft Word & Excel, 14 Hr., Anchorage, AK, February
2013

7 Hour USPAP, Anchorage, AK February 2013

Mortgage Fraud - Protect Yourself, 7 Hr, Mckissock.com, April 2013

General Appraiser Sales Comparison Approach, 30 Hr, Chicago, IL, October 2014

Real Estate Finance Statistics and Valuation Modeling, 15 Hr, Louisville, KY, February 2015

7 Hour USPAP Update, Mckissock.com, June 2015

General Appraiser Site Valuation and Cost Approach, 30 Hr, Chicago, IL, October 2015

General Appraiser Income Approach/ Part 1, 30 Hr, Chicago, IL, March 2016

General Appraiser Income Approach/ Part 2, 30 Hr, Oklahoma City, OK, April 2016

General Appraiser Market Analysis and Highest and Best Use, 30 Hr, San Diego, CA, June 2016

General Appraiser Report Writing and Case Studies, 30 Hr, San Diego, CA July 2016

7 Hour USPAP Update, Mckissock.com, June 2017

How Tenants Create or Destroy Value, Appraisal Institute, 7 Hr, Anchorage, AK May 2019
7 Hour USPAP Update, Appraisal Institute, Anchorage AK, May 2019
7 Hour USPAP Update, Appraisal Institute, Anchorage AK, Feb 2020
Business Practices and Ethics, Appraisal Institute online, Feb 2020

Types of Property Assessed for Taxation:

City of Craig real property assessment roll; single-family, multi-family and mobile homes.
City of Skagway real property assessment roll, single-family, multi-family and mobile homes.

Types of Property Appraised:

Residential - Single-family, multi-family, vacant lands, mobile homes and island property.
Commercial - Vacant lands, tidelands, retail/tourism, office buildings, apartment buildings,
medical/clinics, fish processing/hatcheries, lodges, warehouses

Boards & Committees

Shee Atika Benefits Trust Scholarship Committee Board Member, July 2005 to July 2008
Shee Atika Board Member, 2010 to 2019

Rev. 08/2020

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 28, 2021
RE: Discussion of Potential ATV Use in Craig

Effective January 1, a recently enacted State of Alaska regulation permits the use of all-terrain vehicles on public roads in Alaska that have posted speed limits of 45 mph or less. A copy of a recent newspaper article on the topic is attached, as is a “frequently asked questions” document issued by the Department of Public Safety.

Among the regulation’s provisions is one that provides for local jurisdictions to adopt an ordinance opting out of the rule. If an ordinance opting out is not adopted, the new regulation applies to all local public roads, including streets in Craig. Currently, ATVs are not permitted on local streets.

I met with Chief Ely on this matter. He has concerns about the increased likelihood of motor vehicle accidents if ATV use is permitted on local streets, based on his experience where the use is allowed in other communities.

The decision as to whether to allow ATV use on city streets is a policy call for the council. Please review the attached materials in preparation for a discussion on the topic at the council’s November 4 meeting. In the meantime, feel free to contact me if staff can provide additional background information.

Alaska will allow ATVs on roads starting Jan. 1, but snowmachines and hovercraft aren't included

By [James Brooks](#), Anchorage Daily News



People travel on a four wheeler towards the village of St. Michael on the gravel road that connects Stebbins and St. Michael on the Norton Sound coast in Western Alaska on Thursday, June 27, 2019. (Bill Roth / ADN)

Beginning in 2022, Alaskans can drive four-wheelers and other “all-purpose vehicles” on public roads that have speed limits of 45 mph or less in places where local governments haven’t banned their use.

Snowmachines and hovercraft remain prohibited on state roads, but on Thursday, Lt. Gov. Kevin Meyer signed regulations that remove restrictions on many other vehicles starting Jan. 1. Local bans on the use of such vehicles within municipal or borough boundaries must still be followed. In the Municipality of Anchorage, for example, driving those vehicles on roadways will [still be prohibited](#). Many other cities and boroughs lack similar rules, and places like the Fairbanks North Star Borough and Matanuska-Susitna Borough lack policing and road authority, which may make it impossible to create local bans.

Vehicles eligible under the new rules must follow [certain guidelines](#):

- All-purpose vehicles must have a headlight, a rear-facing red light, a rear-facing red reflector and a rear-facing red brake light. The vehicle must have brakes, a muffler, carburetor and throttle.

- Drivers must have a valid driver's license and insurance but don't have to wear a helmet. Passengers need to wear helmets.
- If the vehicle has seatbelts, they must be used, and any vehicle with seatbelts must use a child seat when carrying a child young enough.
- The vehicle must be registered and have license plates.

Alaska's rule change began with [a push this spring](#) by the administration of Gov. Mike Dunleavy. The Department of Administration — which operates the state's DMVs — and the state Department of Public Safety proposed it together.

Soon after the rule change was proposed, former Public Safety Commissioner Amanda Price said on social media that within her department, it was assumed that the idea came from a close friend of the governor or a donor to his campaign. She said officials within the department cautioned the governor's office against moving forward, saying it could result in additional road deaths.

She reconfirmed those comments Saturday morning but said she doesn't know what the agency discussed later. Price [resigned in February](#), before the proposal was launched. The Department of Public Safety and Department of Administration told the Alaska Legislature [in April](#) that the goal was "to provide Alaskans the greatest opportunity to safely and affordably travel throughout the state."

Snowmachines and four-wheelers are already used in rural Alaska as regular forms of transportation, and numerous small towns and villages permit them on locally owned roads. The spring proposal would have allowed snowmachines and hovercraft, as well as wheeled vehicles, on state-owned roads.

That garnered a mixed reaction, as Alaskans submitted dozens of comments for and against the proposal. Opponents generally criticized the idea on safety grounds.

Alaska House Transportation Committee chairman Grier Hopkins, D-Fairbanks, was particularly skeptical. In [an April hearing](#) he hosted, University of Alaska Fairbanks civil engineering professor Nathan Belz, assistant director of the Center for Safety Equity in Transportation, called the original proposal "potentially dangerous and ill-advised."

Hopkins said Friday that his views haven't changed. He believes municipalities should be able to opt into the changes, not be forced to opt out by enacting rules. "This is so dangerous," he said.

Proponents have said other states — including Arizona, Utah, Montana and Wyoming — already allow off-road vehicles under certain circumstances, and Alaska should do the same. "The vast majority will use this to enjoy Alaska in the respectful spirit of our culture," said Charles Preston of Chugiak.



All Purpose Vehicle Usage on Roadways Frequently Asked Questions

What does this new regulation do?

Beginning January 1, 2022 all purpose vehicles will be allowed on roadways where the speed limit is less than 45 miles per hour and where boroughs, municipalities, or cities have not banned their use within their boundaries. All purpose vehicles must be equipped with a headlight, one rear-facing red light, one rear-facing red reflector, and one rear-facing red break light. The all-purpose vehicle must be equipped with brakes, a muffler, carburetor, and a throttle.

What if my borough, municipality, or city opts out?

If the borough, municipally, or city opts out of the regulations the APVs may not be used on roadways within their jurisdiction.

Do I need a special driver's license or endorsement?

No, your current valid drivers license will be valid for the operation of an all-purpose vehicle. Those without a valid driver's license may not operate an all-purpose vehicle on a roadway.

Do I need a special registration?

No, a special registration is not required. However, the APV will be required to have a standard motor vehicle registration.

Do I need a license plate?

Yes, front and rear license plates must be affixed to the APV if it is being operated on roadways.

Do I need insurance?

Yes, the operator must have a motor vehicle liability policy that complies with AS 28.22.

What is an all-purpose vehicle?

An all-purpose vehicle is any self-propelled device that is on wheels or tracks that come in contact with the ground. Common all-purpose vehicles are four-wheelers, all terrain vehicles (ATVs), utility terrain vehicles (UTVs), or side-by-sides.

Do snowmachines and hovercrafts qualify as all-purpose vehicles?

Snowmachines and hovercrafts are still not allowed to be operated on the roadway under these new regulations.

Do I have to follow traffic laws when I operate my APV on a roadway?

You must follow all traffic laws when operating your APV on a roadway.

Can an Alaska State Trooper or local police officer pull me over when I am operating an APV?

Yes, APVs are subject to many of the same laws and regulations that vehicles must follow.

What happens when the speed on a roadway increases from 45 miles-per-hour to 55 miles-per-hour?

You may not operate an all-purpose-vehicle on any portion of a roadway that has a speed limit higher than 45 miles-per-hour. If the speed limit increases on the roadway, you may not travel on the portion of that roadway where the speed is higher than the limit.

Am I required to use a helmet when I operate my APV on a roadway?

Helmets are not required for drivers of an all purpose vehicle, however passengers are required to wear a helmet.

Am I required to use a seatbelt if my APV is equipped with them when I operate on a roadway?

If the all purpose vehicle is equipped with seat belts, the driver and any passengers will be required to use them while operating on a roadway.

Am I required to provide child restraints or car seats for children that are passengers on an APV being operated on a roadway?

Child restraint systems or car seats must be used if the APV is equipped with seat belts. If the APV is not equipped with seatbelts then a car seat or child restraint system is not required.

Do I need to have turn signals on my APV?

The operator must use hand signals or properly installed turn signals as required under current regulations and statutes for motor vehicles or motorcycles.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 28, 2021
RE: Consider Renewal of Craig Child Care Center Wage Supplement Agreement

At its August 5 meeting, the city council authorized staff to enter an agreement with the Craig Child Care Center to augment wages at the center in an amount not to exceed \$6,250. The subsequent agreement (copy attached) included an October 31 expiration date. The source of funds for payment to the Center is from American Rescue Plan Act payments to the city, of which we have so far received \$152,318.51.

As of the most recent pay period, the Center has requested, and the city has paid, \$2,636.41 based on the agreement. I expect that by the end of their current pay period the center will have been paid about \$3,300.00 of the \$6,250 authorized.

The Center recently submitted a letter (copy attached) to the city requesting a renewal of the agreement. In the letter the Center states that the wage supplement program has helped with its operations. The letter does not specify a renewal timeline or dollar amount.

Recommendation

That the city council extend the term of the existing agreement through December 31, 2021, or until payments under the agreement reach the \$6,250 cap already authorized, whichever occurs first.

AGREEMENT
between the
CITY OF CRAIG AND CRAIG CHILD CARE CENTER

CRAIG CHILD CARE CENTER EMPLOYEE WAGE SUPPLEMENT

The City of Craig (City) and the Craig Child Care Center Inc. (Center) agree to the following:

Section 1. Purpose. The purpose of this agreement is to provide “premium pay” to the wages of employees of the Center to assist the Center in recruiting and retaining employees. On August 5, 2021 the Craig City Council authorized the use of American Rescue Plan Act funds for premium pay for Center employees.

Section 2. Funding. Craig, using funding provided to it from the American Rescue Plan Act (ARPA), will pay to Center an amount not to exceed \$6,250 to Center, to supplement wages of Center’s employees during the performance period identified in Section 5 of this agreement.

Section 3. Premium Pay. During the dates detailed in Section 5, Center will provide premium pay to its employees in an amount not to exceed \$3.00 per hour beyond the employee’s straight time wage. The premium pay must be “in addition to” wages and remuneration already received by the employees.

Section 4. Reimbursement of Premium Pay. Craig will reimburse Center for premium pay made to its employees during the dates identified in Section 5 subject to receipt and City approval of an itemized accounting of wages paid to Center employees for discrete pay periods. Center will promptly reply to requests from City for additional detail needed itemized reports.

Section 5. Performance Period. Reimbursements to Center for premium pay made to its employees under this agreement is for wages earned between August 1, 2021 through October 31, 2021. In no event will premium pay reimbursements be made to Center for employee hours worked prior to August 1, 2021 and October 31, 2021.

Section 6. Independent Contractor. The parties hereto expressly agree that the for the purposes of this agreement Center shall be and is an independent contractor and is not an employee or agent of Craig, and its employees, therefore, are not entitled to insurance coverage, whether worker’s compensation or otherwise and no other benefits accorded to City employees. No withholding, FICA, or other taxes (whether income sales or otherwise) or other amounts will be withheld from payments due to Center, it being understood that the Center is solely responsible.

Section 7. No Additional Work. No claim for additional work, services or materials, not specifically and expressly requested and authorized as provided for in this Agreement, or by a written amendment thereto signed by all parties, done or furnished by Center, will be allowed or paid by City.

Section 8. Insurance. Center agrees to keep and maintain in full force during the entire period of the project or work called for herein, broad form comprehensive public liability insurance with limits of not less than three hundred thousand (\$300,000.00) combined single limit insuring Center, and include City as an additional named insured, from any and all claims for bodily injury and death, and for property damage, that may arise out of, or in relation to, this


Agreement. Such insurance shall require the insurance company give not less than thirty (30) days prior written notice to City prior to any cancellation, non-renewal or reduction in the amount of coverage of such insurance coverage.

Section 9. Duty to Report

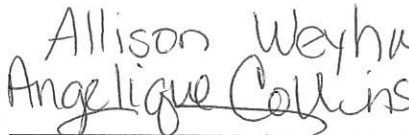
Center acknowledges that funds for premium pay made under this agreement originate with the ARPA, and are subject to federal law and rulemaking. Center acknowledges that in accepting funds pursuant to his agreement, Center is considered to be a subrecipient and will be expected to comply with all subrecipient reporting requirements made by City, State of Alaska, or Federal Government.

WHEREFORE the parties have entered into this Agreement the date and year written below.

City of Craig, Alaska

By: 
Jon Bolling, City Administrator Date 8/16/21

Craig Child Care Center

Allison Weyhmilller
By:  8/10/2021
Craig Child Care Center Date



To City of Craig:

We are requesting a renewal of the wage supplement program. We have hired two full time employees since receiving this money. Since hiring new employees, we are now accepting new children as well. Katelyn is going through the waitlist and calling parents to see if they still need childcare. We are also advertising that we are accepting children ages 3 years – 12 years old. We have applied for ARPA funds through THREAD on September 1st, 2021, when the application came out. This wage supplement program has helped us a lot, and we are so grateful for it.

Sincerely,

CCCC Board of Directors

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 28, 2021
RE: Consider Approval of City Administrator Employment Contract

The mayor's City Administrator Recruitment Committee met recently and consulted with Mayor O'Connor on evaluating the applicants still under consideration.

My impression is that the mayor has concurrence from the committee on how to proceed as to filling the pending vacancy. The next step is to offer an employment contract to the successful applicant. Council consideration of the contract is on the agenda for the council's November 4 meeting, but the document was not ready for consideration by the time the meeting packet was assembled. Staff will forward a proposed contract to the council as soon as it's ready for your review.

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 28, 2021
RE: Consider Approval – Audit Engagement Letter

Attached is an engagement letter from Ms. Christine Harrington, CPA, who performs the city's financial audit. In the letter, Ms. Harrington proposes to perform the audit for the city's fiscal year that ended June 30, 2021 at a cost of between \$35,000 and \$38,000, plus expenses (see last paragraph on page six).

Section 29.35.120 of Alaska Statutes requires that cities like Craig "provide for an annual independent financial audit of the accounts and financial transactions of the municipality..." The statute further requires that "the governing body shall designate a public accountant who has no personal interest, direct or indirect, in the fiscal affairs of the municipality."

Much of the seven-page engagement letter is pro forma text detailing the scope of the audit, both what the audit includes and does not include. Audit function standards are set in no small part by the Government Accounting Standards Board, Uniform Guidance issued by the US Government Office of Management and Budget, and Generally Accepted Accounting Principles.

The engagement letter and cost estimate are similar to those received in recent years. While the cost is substantial so is the scope of reporting, and Ms. Harrington's fee is comparable to audit services provided to communities of similar size to Craig.

Recommendation

That the council, by motion, authorize staff to sign the independent auditor's engagement letter regarding the Fiscal Year 2021 financial audit.

CHRISTINE E. HARRINGTON

Certified Public Accountant, LLC

329 Harbor Drive, Suite 210, P.O. Box 1328 Sitka, Alaska 99835 (907) 747-5500

October 27, 2021

Craig City Council
Mr. Jon Bolling
City of Craig
P.O. Box 725
Craig, AK 99921

Dear City Council Members and Mr. Bolling:

I am pleased to confirm my understanding of the services I am to provide the City of Craig, Alaska for the year ended June 30, 2021. I will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the financial statements of the City of Craig, Alaska as of and for the year ended June 30, 2021. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Craig, Alaska's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historic context. As part of my engagement, I will apply certain limited procedures to the City of Craig, Alaska's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquires of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquires, the basic financial statements, and other knowledge I obtain during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures do not provide me with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited.

1. Management's Discussion and Analysis.
2. Schedules required by GASB 68 and 75 related to PERS and OPEB disclosures.

I have also been engaged to report on supplementary information other than RSI that accompanies the City of Craig, Alaska's basic financial statements. I will subject the following supplementary information to the auditing procedures applied in my audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements taken as a whole, in a report combined with my auditor's report on the financial statements:

1. Schedule of Expenditures of Federal Awards
2. Combining nonmajor governmental fund financial statements
3. Combining enterprise fund department statements

Audit Objectives

The objective of my audit is the expression of an opinion as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on –

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements; noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion of the effectiveness of internal control over financial reporting or on compliance, and (2) that the report is an integral part of a audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

My audit will be conducted in accordance with auditing standard generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance, and other procedures I consider necessary to enable me to express such opinions. I will issue written reports upon completion of my Single Audit. My reports will be addressed to the City Council of the City of Craig, Alaska. I cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for me to modify my opinions or add emphasis-of-matter or other-matter paragraphs. If my opinions are other than unmodified, I will discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or are unable to form or have not formed opinions, I may decline to express opinions or issue reports, or I may withdraw from this engagement.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, my audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. I will plan and

perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by me, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, I will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of asset that come to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential, and of any material abuse that comes to my attention. I will include such matters in the reports required for a Single Audit. My responsibility as auditor is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as auditor.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. I will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of my audit, I will also require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; compliance with laws, regulations, contracts, grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures – Internal Controls

My audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. My tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, I will perform tests of internal controls over compliance to evaluate the effectiveness of the design and operation of controls that I consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, my tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, I will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, and *Government Auditing Standards* and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform test of the City of Craig, Alaska's compliance with applicable laws, regulations, contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and I will not express such an opinion in my report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that I also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations and the terms and conditions of federal awards applicable to major programs. My procedures will consist of tests of transactions and other applicable procedures described in *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Craig, Alaska's major programs. The purpose of those procedures will be to express an opinion on the City of Craig, Alaska's compliance with requirements applicable to each of its major programs in my report on compliance issued pursuant to the Uniform Guidance.

Other Services

I will also assist in preparing the financial statements, the schedule of expenditures of federal awards, and related notes of the City of Craig, Alaska in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. I will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. I, in my sole professional judgement, reserve the right to refuse to perform any procedures or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (a) establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (b) following laws and regulations; (c) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (d) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including grant awards). Your responsibilities also include, identifying significant contractor relationships in which the contractor has the responsibility for program compliance and for the accuracy and completeness of that information.

Management is responsible for making all financial records and related information available to me, and for accuracy and completeness of that information. You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that I may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom I determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to me in the representation letter that the effects of any uncorrected misstatements aggregated by me during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing me about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing me of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts and grant agreements, or abuse that I report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include my report on the schedule of expenditures of federal awards in any document that contains and indicates that I have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes my report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with my report thereon. Your responsibilities include acknowledging to me in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to me any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to me corrective actions taken to address significant findings and recommendations resulting from those audits, attestations engagements, performance audits, or studies. You are also responsible for providing management's views on my current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes and any other nonaudit services I provide. You will be required to acknowledge in the management representation letter my assistance with preparation of the financial statements, schedule of expenditures of federal awards and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees and Other

I understand that your employees will prepare all cash, accounts receivable, or other confirmations I request and will locate any documents I select for testing.

At the conclusion of the engagement, I will complete the appropriate sections of the Data Collection Form that summarizes my audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior auditing findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. I will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports and or nine months after the end of the audit period.

I will provide copies of my reports to the City of Craig, Alaska; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of my reports are to be made available for public inspection.

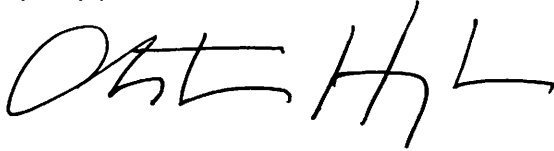
The audit documentation for this engagement is the property of Christine E. Harrington, Certified Public Accountant LLC and constitutes confidential information. However, pursuant to authority given by law or regulation, I may be requested to make certain audit documentation available to a federal agency providing direct or indirect funding, for purposes of quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Christine E. Harrington, Certified Public Accountant LLC personnel. Furthermore, upon request, I may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period request by a federal agency. If I am aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, I will contract the parties contesting the audit finding for guidance prior to destroying the audit documentation.

I expect to begin my audit at a mutually agreed upon date and provide you with a draft of the financial package prior to March 31, 2022. My fee for these services will range from \$35,000 to \$38,000 plus out-of-pocket expenses such as travel, meals, lodging. It also includes copying and binding of the financial statements. My invoices for these fees will be rendered each month as work progresses and are payable upon presentation. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur the additional costs.

I appreciate the opportunity to be of service to the City of Craig, Alaska and believe this letter accurately summarizes the significant terms of my engagement. If you have any questions, please let me know. If you agree with the terms of the engagement as described in this letter, please sign the enclosed copy and return it to me.

Very truly yours



Christine E. Harrington
Certified Public Accountant, LLC

RESPONSE:

This letter correctly sets forth the understanding of City of Craig, Alaska

Management Signature: _____

Title: _____

Date: _____

Governance Signature: _____

Title: _____

Date: _____

City of Craig Memorandum

To: City Mayor & City Council

From: Sheri Purser, Treasurer

Date: October 27, 2021

RE: Grant Payment

In 2018 we received a grant from the Division of Homeland Security and Emergency Management to wire transfer switches to allow for generator's to be connected directly to the Craig Middle/Elementary School and Craig High School. This project was awarded in order to increase the city's emergency shelter capabilities. The original grant didn't have enough funds to complete the project so the city was awarded additional funds leftover from the 2017 grant program. The grant ran into two different years of funds and so there was a little shuffling of invoices between the two grants and the two years of the project to get everything paid. Recently, while doing a reconciliation on the grants it was discovered that one of the invoices that did get paid through A/P did not get submitted to this grant for reimbursement. It was to Sturgeon for the amount of \$27,072.50 on grant work at the Craig High School.

The funds for this grant have been deobligated and there are no more funds currently available in the grant. I reached out to the Division of Homeland Security to see if there were any funds that were returned from other recipients, and they said there were no funds at this time. I will do a written request to see if there are any funds that do come in can we be considered for those funds. If funds are deobligated from other projects it is common practice to disburse those funds to underfunded or otherwise approved projects.

I talked to Jon about what had happened, and he suggested to see what interest has accrued from the school funds. As you are aware we have money at Alaska Permanent Capital Management dedicated for the school. In the past three years the funds in this account have accrued about \$62,500 in interest. We can move funds from the interest accrued on the funds to the general fund to cover this invoice without using any of the principal. If the state finds other funds that they can reallocate to the project we will place these funds back in the school account at APCM.

Recommendation: I recommend moving some of the interest earnings and keep seeking for other funds to replace this interest.

Recommended Motion: I move to appropriate \$27,075.50 from Alaska Permanent Capital Management for the purpose to reimburse the city's General Fund to cover the payment to Sturgeon Electric.

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 29, 2021
RE: Consider Issuance of Two-Year Access Permit to POWI Golf

Attached is a cover letter and back up documentation from Mr. Doug Ward. The letter requests that the council issue a two-year access permit to allow him to continue operating a gold driving range on city-owned property at Cemetery Island.

In January year ago, I issued to Mr. Doug Ward an access permit (copy attached) to construct and operate the driving range. The permit issuance generated some public comment, and the council subsequently asked to be notified when staff considers issuing an access permit that has affects a particularly large area or noteworthy location.

The access permit I issued expires January 31, 2022. The city's municipal code limits the term of staff-issued issue access permits to one year. The code does provide for a two-year access permit with approval, by resolution, from the council.

Recommendation

If the council is willing to consider a resolution providing for a two-year long access permit for the use, staff will prepare a resolution for the next scheduled council meeting, per section 16.04.020.B of the municipal code.

CITY OF CRAIG ACCESS PERMIT

The City of Craig (hereafter "city"), per section 16.04.020 of the Craig Municipal Code, hereby grants an access permit to Mr. Doug Ward of Alaska Dreamin, LLC dba POWI Golf, whose address is PO Box 924 Craig, AK 99921, (hereafter "permittee") for the non-exclusive use of a portion of Tract F, ATS 1410 (hereafter "the property") for use as a golf driving range, subject to the following conditions:

1. Permit Purpose. That this permit is valid for the use of the property for operation of a golf driving range. No other use may be made of the property without prior approval from the city.

2. Site Contamination Prohibited; Environmental Compliance Required. (a) Any violation, at the site of the property, by permittee, or by a third party present upon the land with permittee's permission, of an environmental statute or regulation of the city, state or federal governments shall be grounds for immediate termination of the permit by the city, at the city's sole discretion. By entering into the permit, the permittee agrees not to make any claim for monetary damages against the city for permit cancellation pursuant to this subsection.

(b) The permittee shall at all times manage permittee's activities upon the property, and the activities of third parties present with permittee's permission, so as to positively prevent any and all contamination of the property which would violate any statute or regulation, which could subject the city to enforcement action by a state or federal agency, or which could subject the city to statutory or common law liability, diminish the value of the land, or cause city expenditures for response costs caused by a hazardous substances release.

(c) By entering into the permit, the permittee agrees to defend and indemnify the city from and against any and all claims by third parties (including governmental entities and industry pollution-based claims) brought against city by reason of activities on the property during the effective period of the permit.

(d) By entering into the permit, the permittee agrees to reimburse the city for any and all expenses reasonably incurred by the city (including any response or site cleanup costs) because of activities on the property during the effective period of the permit.

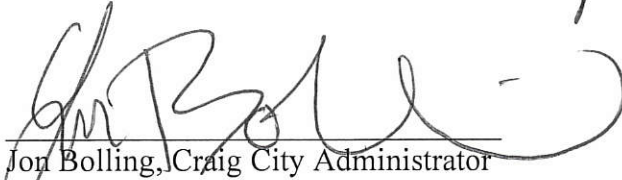
3. Site Cleanup. Permittee agrees that she is individually responsible for removing all waste products and other items placed by them, or resulting from their activities, from the property. Removal will be completed no later than sixty days after the expiration of this permit, or 60 days of notice by the city that the permit is being terminated as described in item 4 below. All fixtures and equipment of whatsoever nature, that permittee shall have installed upon the property, whether permanently affixed or otherwise, shall continue to be the property of the permittee and may be removed by them

at the expiration or termination of this permit or of any renewal thereof; and at their own expense, permittee shall repair any injury to the property resulting from such removal. Such disposal must be done in compliance with State of Alaska and local regulations, and as directed by city staff. Failure to do so will subject permittee to expenses incurred by City as disclosed in item 2(d) above.

4. Permit Termination. This permit may be terminated by either party at any time, for any reason. Notice of termination will be in writing by US Mail, by electronic mail, or by hand service of the notice. The permit will be terminated not later than 10 days from the receipt of notice. This permit will also be terminated if permittee violates or fails to maintain any condition of this permit; or if payment is not made as prescribed in section 9 of this permit. No refund is due to permittee if this permit is terminated prior to the expiration date.
5. Hold Harmless. Permittee agrees to hold harmless, indemnify and defend city against any and all claims for damage, injury, or wrongful death which may be brought or asserted by Permittee, its agents, or third parties resulting from Permittee's use or occupancy of the property. Permittee will acquire general liability insurance with the city named as an additional insured, and provide the city with proof of insurance.
6. Site Management. Permittee agrees to maintain the permittee's use area and storage area in clean and good condition, and in compliance with the 15-page document "Access Permit Application", prepared by permittee and attached hereto. Permittee further agrees to install a pedestrian-activated flag notification apparatus to advise golfers to stop their activities when members of the public are present on the property.
7. Non-Exclusive Use of Site. Permittee acknowledges that the property is used by the general public. City reserves the right to use the remainder of the property and allow third party use of the remainder of the property.
8. Access, Parking and Interference. Permittee will access the property, park vehicles and conduct activities in a manner which shall not interfere with clear access to the remainder of the property by the city, leaseholders, permit holders or other parties authorized by the city.
9. Utilities. Services provided under this permit do not include utility services. Permittee must secure at its own cost any utility service it needs at the property, including but not limited to solid waste collection, water, and electric utilities.
10. Payment. In consideration for this permit, permittee agrees to pay to the city \$250.00. Payment is due upon permittee's signature to this permit.
11. Compliance with Directions from City Administrator. Permittee will comply with all directives as to the property issued by the Craig City Administrator.

12. Effective Date & Expiration Date. The effective date of this permit is February 1, 2021. This permit expires January 31, 2022, unless sooner terminated by City or permittee.


Approved this 18th day of January, 2021.



Jon Bolling, Craig City Administrator

Permittee's Acknowledgment:

I accept the conditions of this Access Permit.



Doug Ward, Alaska Dreamin, LLC

1-18-21
Date

ACCESS PERMIT APPLICATION

October 28, 2021
Craig AK. 99921
FR: Alaska-Dreamin', L.L.C. dba POWI Golf
To: Craig City Council
Re: Access Permit

Dear Mayor and City Council Members:

This is to make a formal request for an access permit to use City of Craig public lands, as per CMC 16.04.020 B, for a Commercial Recreational Use. I currently hold a valid access permit granted by the city administrator, that will expire December 31, 2021.

The request is for use of approximately 9 acres of tideland in Tract F, to operate a golf driving range. The request is also for approximately 200 square feet of city owned property adjoining Tract F at the north end of the proposed area for placement of a covered tee box. This is a for profit business, and a service / recreational opportunity for community members and visitors.

I am requesting that this permit be valid from January 1, 2022 thru December 31, 2024. A period of two (2) years. I am requesting the council approve the same \$250.00 permit fee per year, or less, that was paid for the current permit I hold. The business generates little income, and is more of a service currently.

I believe that the location fits in perfectly with the adjoining properties recreational uses. It is also an ideal location because of its proximity to the waste water treatment plant. I heard discussion from council members last year about their concern for the location of the range. I have taken this into consideration and continue to seek alternate locations.

I am completing the first year of operation, and have had no safety related incidents involving golfers and the public. There was one minor self-inflicted injury reported, and a couple of vandalism incidents reported to the police. Security will be improved to reduce criminal activity.

In full disclosure, while I am an employee of the city, I am also a citizen of Craig. As such may it be noted that I am submitting this request as a citizen of the community.

The attached documents detail my intended use and care of city property.

Thank you for your consideration,

Douglas A. Ward

POWI GOLF DRIVING RANGE

1. **OVERVIEW:**

A golf ball driving range is a large area where golf balls are hit for practice, amusement, or relaxation. The balls are then retrieved from the range and reused until they can no longer be used, at which point they are disposed of. For the range I am proposing, balls would be hit from a covered tee area on or near the shoreline just west of the T-ball field approximately down the first base line, in a southerly direction towards the wastewater plant end of the property. The center of the range would extend approximately 250 yards from the tee area approx. 75 yards from the shoreline at its widest point and 100 yards further into the tideland at its widest point. An elongated diamond shape. [See DOCUMENT C](#)

Yardage markers would consist of 4 different colored/marked buoys on short chains, or ropes connected to small anchors and, placed along the center line of the range at the various yardages. Buoys will float when the tide is in, and sit on the ground at low tide.

All balls will be retrieved from the tidelands and tree lined areas bordering the waste water treatment plant property, reused until they are unfit for service, and swapped out.

As I've researched hitting golf balls into the ocean, I can find no laws against it. Many countries have laws prohibiting it, and some states and local governments have laws that treat it as littering if they are not being retrieved. Cruise ships use eco-friendly biodegradable balls when they hit balls into the ocean.

Let me be very clear from the beginning. It is my intention to retrieve every ball that is put into this range area. First and foremost, it is for the protection of the environment, and wildlife. Secondly the business would suffer monetarily from the loss of inventory, and the reputation of the business would be in question of being a good steward of the land.

2. **BALL RETRIEVAL FROM RANGE AND ACCOUNTING:**

. I believe that there may be a possible loss of balls into the shoreline portion of the range. Specifically, into the upland area adjoining the shoreline edge of the range.

There may also be loss due to theft. Signage presented in Appendix B would indicate that removing balls from the range would constitute theft.

When a golf ball is hit, it can go many directions and distances. Law of averages would suggest that a percentage of the balls will go straight, some will go left (towards the shoreline), and some will go right (into deeper water). When it goes into water it will sink. The center of the range is on exposed tideland at a 4' tide. At a minus -2' tide there is approx. 100 yards of exposed land to the ocean side of the center line. This suggests that on a normal day's tides, any ball from approximately 75 yards from the ocean side of the center line all the way to the shoreline would be exposed. Retrieval of these balls is fairly easy as the condition of the tideland floor is hard with small to medium sized rocks and small boulders that easily trap and hold balls. Balls hit further to the right of the centerline could be retrieved less frequently on low and negative tides. Based on inventory retrieval counts, I would use waders and a retrieval pole at low tides, and if needed, a diver would be employed to comb the western edge of the range to make retrievals of balls if necessary. Every effort will be made to achieve my goal of retrieving every ball from the tidelands. All retrievals will take place after use of the range if possible, but weekly at a minimum, and on all minus tides if needed. As balls wear out and require replacement, new ones will be swapped in to replace them.

3. ENVIRONMENT:

There is no marine vegetation growth exposed on a 4' tide. It increases somewhat as the tide drops further for just a short distance. It then turns into bare rocks sparsely covered with eel grass at minus tides. None of the vegetation hinders the retrieval of the balls, and retrieval of the balls does no damage to the vegetation. Mammals and fish would not generally inhabit this area. I believe the possibility of wildlife ingesting balls to be low. Retrievals would be made as frequently as possible.

It is not beyond possibility that birds could be hit in the air by a golf ball, but I believe the odds to be very low of that happening. I will have containers located on the range for wayward balls.

Trash cans will be provided and kept maintained at the tee area, and good housekeeping will be maintained for the entire range.

4. SAFETY TO THE PUBLIC AND EQUAL ACCESS TO THE LAND:

The proposed range encompasses an area that is also used by residents for recreation, i.e., walking, beachcombing, etc. My observation is that while the beach is used by the public, it is done so in small and infrequent numbers and at

particular times of the day. The demand is not so large that it cannot be used by all groups.

My proposal for a permit would give the everyday citizen priority use of the range area. If the driving range is in use, and the public wants to use the space, the driving range will cease immediately until the range is clear again for use. Signage will be posted at every access point onto the beach warning of the possible danger and that the everyday citizen has priority usage, and that operations will cease while they are on the beach. See [Document B](#) for sample signage and locations.

Golfers can choose to wait until range is clear, or leave and return at a later time. I don't believe that this will be a major issue, due to the infrequent use of the beach. I believe that sharing the land is feasible. Any identified safety concerns to the public would immediately be addressed.

Business will maintain insurance to cover any liability.

5. COVERED TEE BOX AREA:

The request also seeks permission to construct a temporary structure on the upland portion of city owned property between the right outfield fence of the t-ball field and the shoreline. The structure will be a covered tee box station with two stalls, so that the range may be used by two people simultaneously. It will cantilever over the shoreline approximately 9 feet. It will be a temporary structure that will be removed at the end of the permit, or if I am asked to cease and desist. [Appendix D](#) has general plans for the tee box structure.

5. HOURS OF OPERATION:

Monday-Friday 10am till dusk

Weekends 8am till dusk

6. WHY HERE AND NOT SOMEWHERE ELSE?

There are no upland areas suitable for a driving range in the local area due to steep terrain, forest, or muskeg. This location is ideal for many reasons: the size and openness of the range area, and the ease of retrieval from the tidelands. Access and proximity for local populations. The location blocks the majority of the southerly winds, making it great for use in almost any weather with a covered tee area for rain. It is adjacent to other recreational facilities. The area is less desirable for other uses due to its proximity to the waste water treatment plant. There is a public restroom in the vicinity.

7. CARE OF THE PROPERTY

If the permit is granted, I intend to clean up the litter along the beach and areas within the boundaries of the range. I intend to remove and clean up the growth and underbrush between the outfield fence and shoreline to approximately center field, and under the tree canopy towards the sewer plant. This will beautify the area, improve access, and make ball retrieval easier. I also intend to cut up and burn or remove dead trees washed up on shore to clean and beautify.

8. ACCESS

Access to the range would be parking at the regular ball field parking spaces and walking through the ballfield area to the tee box. [Document A](#)

9. OTHER PROVISIONS REQUESTED

If the permit is granted, I seek permission to trim the branches on several of the trees aligning the beach near the location of the tee box area. See [Photo 1](#) for context.

I would also need permission to add some gravel to form a path through some short mushy wet, and boggy sections of the path between the ballfields, to reach the destination.

DOCUMENT A



DOCUMENT B

SIGNAGE

Possible Signage

WARNING!

YOU ARE ABOUT TO ENTER AN ACTIVE GOLF BALL DRIVING RANGE. THE GENERAL PUBLIC HAS PRIORITY USE OF THIS BEACH. AS YOU ENTER THE BEACH LOOK AT THE TEE BOX TO SEE IF THE RANGE IS ACTIVE. WAVE TO SIGNAL GOLFERS OF YOUR PRESENCE. THEY WILL IMMEDIATELY STOP.

**REMOVAL OF GOLF BALLS FROM THE RANGE WILL BE
CONSIDERED THEFT**

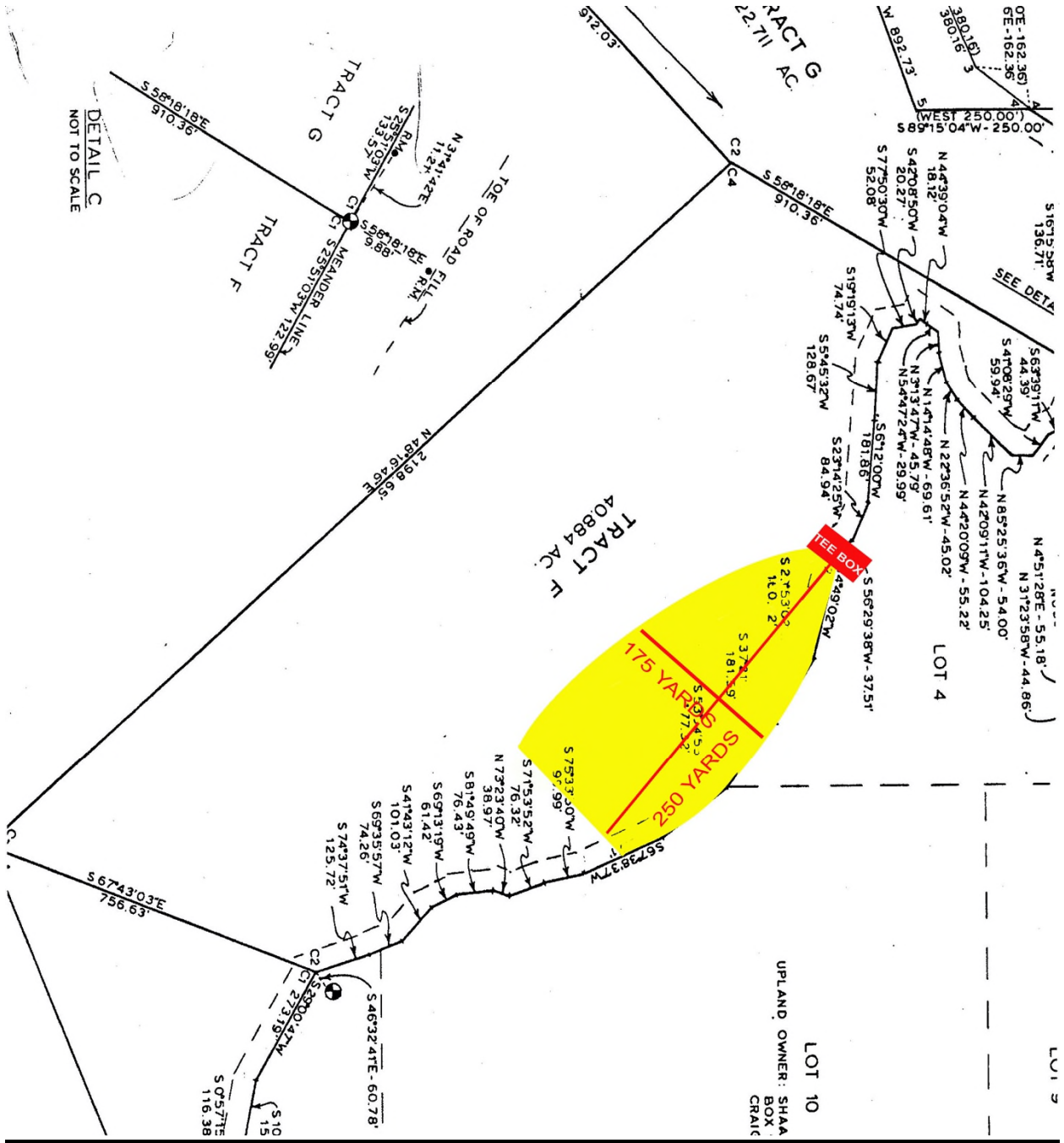
SIGNAGE LOCATIONS



DOCUMENT C

OVERVIEW OF AREA





DETAIL C
NOT TO SCALE

SEE DATA

TRACT F
40.884 AC

TRACT G
22.711 AC

LOT 4

LOT 10

UPLAND OWNER: SHAA
BOX
CRAIC

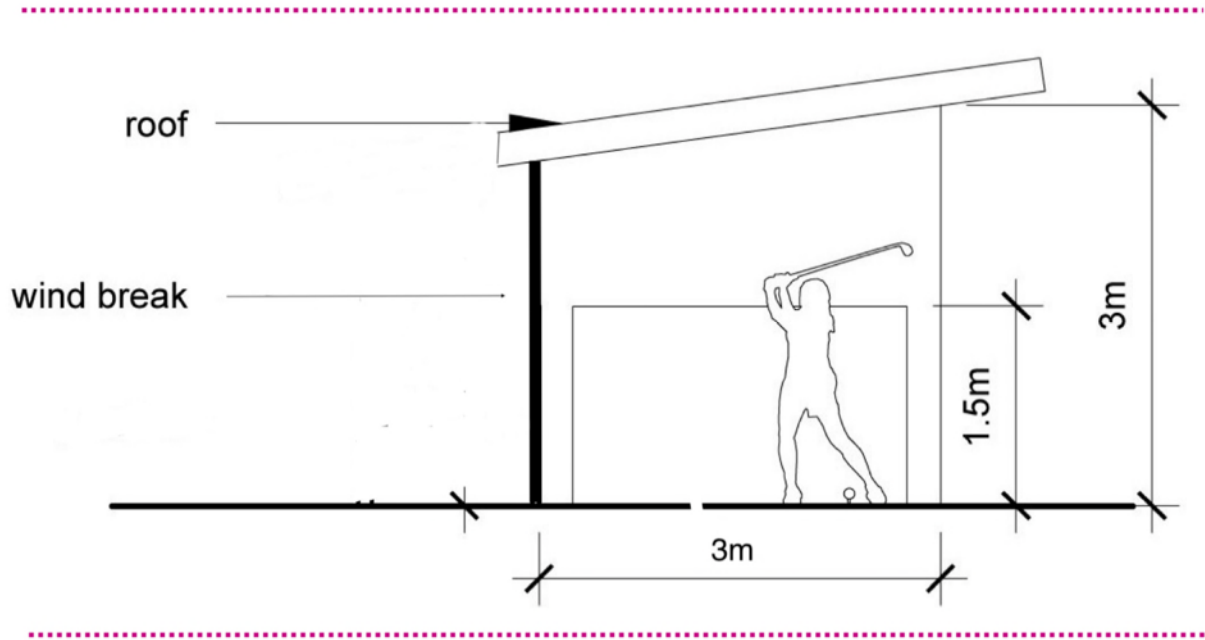
175 YARDS
250 YARDS

TEE BOX



APPENDIX D

TEE BOX DRAWINGS



Footprint of Tee Box is approx. 10' X 20'
It will have two side by side bays pictured above.

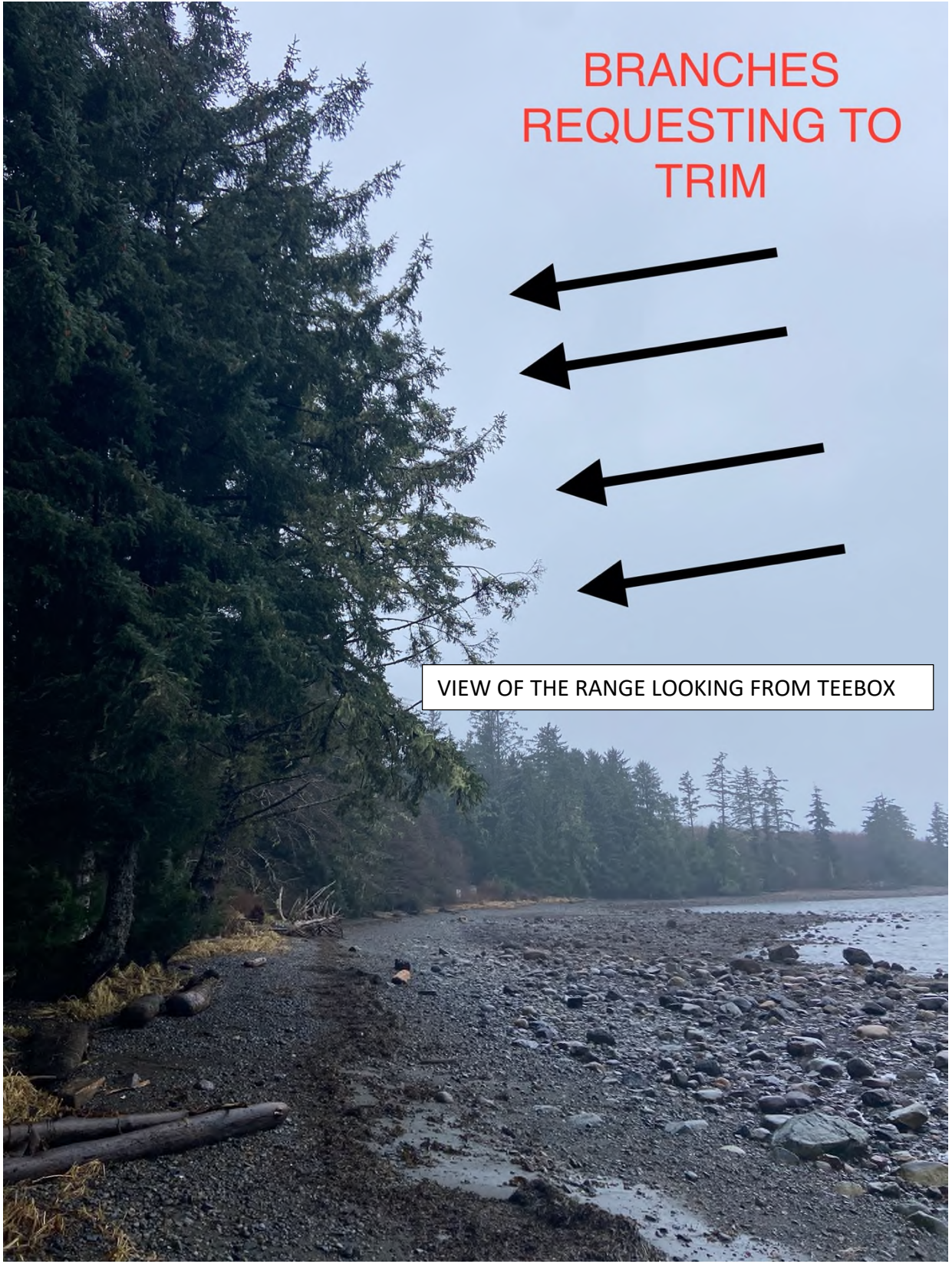


PHOTO 1

BRANCHES
REQUESTING TO
TRIM



VIEW OF THE RANGE LOOKING FROM TEEBOX



**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: October 29, 2021
RE: Update on ANCSA Landless Legislation

Attached is an email from Mr. Aaron Thiele of Senator Murkowski's office. The email includes an update on the possible landless legislation, whereby proposed new Alaska Native Claims Settlement Act (ANCSA) corporations based in Ketchikan and Wrangell would select lands at Red Bay and Coffman Cove on Prince of Wales, and at Heceta Island. As the council will recall, the City of Craig provided written comments to the Senator's office a year ago (copy attached) and added in-person comments earlier this year when delegation staff visited Craig, where we expressed concerns about additional ANCSA land selections locally.

In short, the email and accompanying map show what are called "potential parcels" for the proposed Ketchikan ANCSA corporation. The potential parcels are located on Gravina Island, and on POW at Kitkun Bay in Cholmondeley Sound.

One background note: I think the proposed new ANCSA corporations would each have land entitlements totaling about 23,000 acres.

Recommendation

In his email Mr. Thiele invites comments from the City of Craig on the proposed potential parcels. The city council discuss the merits of the map showing the potential parcels and provide direction to staff on comments to present to Senator Murkowski's office.

Jon Bolling

From: Thiele, Aaron (Murkowski) <Aaron_Thiele@murkowski.senate.gov>
Sent: Thursday, October 28, 2021 2:09 PM
To: 'administrator@craigak.com'
Cc: 'Broman, Jocelyn'; Wolgemuth, Kate (Sullivan)
Subject: City of Craig Feedback on Landless
Attachments: 4 -
UnrecognizedSEAKNativeCommunitiesRecognitionandCompensationAct_RepYoung_Ver
sion2_19-02-2021_Ketchikan 2 of 4.pdf; 3 -
UnrecognizedSEAKNativeCommunitiesRecognitionandCompensationAct_RepYoung_Ver
sion2_19-02-2021_Ketchikan 1 of 4.pdf; KTN Potential Parcels.pdf

Jon,

I hope you are doing well since we last met in person in June. We received a lot of constructive feedback on the landless bill and we are hoping to get some feedback from Craig once more on a potential change in parcels from the Ketchikan Landless. If you recall (also available in the attached maps), Ketchikan had selections on Heceta Island and on Prince of Wales Island at Red Bay. We received concerns about those two parcels from communities on POW and relayed those concerns to the Ketchikan Landless board and asked them to look at potential alternatives. Also attached is a map titled 'KTN Potential Parcels', which shows the two alternative parcels which are shaded blue on the map.

One of the parcels is on west Gravina island and the other is at Kitkun Cove on POW Island. While no decision has been made, we are looking to get the City of Craig's feedback on the proposed parcels which are being proposed in lieu of the Red Bay and Heceta Island parcels. Similar to our conversation in June, we would like to get an understanding of the City of Craig's view of the bill if the proposed parcels were exchanged for the Red Bay and Heceta Island parcel which are currently selected.

We are also planning to reach out and ask for similar feedback from POWCAC (I have you as my POWCAC point of contact, so I apologize for the pending double email) and Craig Tribal Association. We are happy to find a time next week that is convenient on your end to discuss this issue further if you would like.

Best,
Aaron

Aaron Thiele
Legislative Assistant
Office of U.S. Senator Lisa Murkowski
202-705-9551



Legend
 Existing Conservation and Non Federal Lands
 Other Lands of Interest
 Land Bill Selections



Selections	Acres
Spire	2,116
Lunch Creek	1,229
Leask Lake	3,027
Leask Lake N	1,709
Hec Alt M	695
Red Bay	7,282
North Spire	3,028
Spire West	480
North Heceta Island	3,474

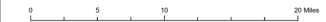
Other Lands Acres
 Kitkun Cove 8,578
 Gravina West 6,723

RETURN TO TOP

Selections: 23,040

Other Lands: 15,301

Date Saved: 10/18/2021 2:07 PM





November 14, 2020

Senator Lisa Murkowski
United States Senate
Washington, DC 20510

Dear Senator Murkowski:

The City of Craig offers the following comments regarding S 4889, also known as the Alaska Native Claims Settlement Act Fulfillment Act of 2020.

The city's concerns regarding S 4889 are summarized below.

1. The City of Craig objects to the proposed Prince of Wales and Heceta land selections. The city finds it difficult to believe that suitable selections of land are not available to the proposed Ketchikan and Wrangell corporations at locations closer to those communities. The proposed Ketchikan corporation selection on Prince of Wales Island is a full 80 miles from the nearest Ketchikan resident. The proposed selection on Heceta Island is 74 miles away from Ketchikan. Similarly, the Wrangell corporation selection near Coffman Cove is at least 38 miles away (and across Etolin and Woronoski Islands, as well as Clarence Strait, Kashevarof Passage, and Zimovia Strait) from the nearest Wrangell resident. A review of national forest land patterns shows hundreds of thousands of acres of national forest land in and near the proposed corporation home communities. Given that ANCSA land selections are meant to benefit community shareholders, the land selections are most properly made close to the community where the corporation is based.
2. When land is selected or exchanged out of the national forest system to a recipient such as an ANCSA corporation, the subject land loses its status under Title VIII of ANILCA. That change reduces the amount of land on POW managed for rural subsistence uses, and potentially also loss of the use of public roads, landings, and other features now available to subsistence users. While the city is aware that the legislation provides for continued noncommercial uses of the selected lands in Unit 2, the bill explicitly permits the denial of access to selected lands at the will of the recipient corporation subject to broadly worded justification.
3. Prior conveyances away from the national forest have not included easements sufficient to assure continued access to longstanding recreation and subsistence sites, including access to rivers, lakes, campsites, trails, and other areas used by the public.

4. Unit 2 has been the focus of several new and large land selections over the past five years, most notably selections made by Sealaska and the Alaska Mental Health Trust Authority. These selections have made federal land management decisions on the island difficult due to the changing ownership patterns on the forest. The volume of additional land selections in the POW area resulting from S 4889 concerns the city.

The City of Craig asks that you to make the following modifications to the bill to address the concerns cited in this letter.

1. Add language to the legislation to prohibit withdrawal of Federal lands on Prince of Wales Island and islands to the west and permit the proposed Ketchikan and Wrangell corporations to make selections elsewhere.
2. Create a mechanism where residents in and near the proposed land selections may formally participate in the identification of easements and review of valid existing rights before finalizing these important means of public access.
3. Require local public hearings prior to a corporation being able to prohibit noncommercial public uses of land as allowed at pages 20-21 of the bill; and add wording to provide the public standing to challenge such decisions.

Thank you for considering the city's comments.

Sincerely,



Mayor Tim O'Connor
City of Craig