

**CITY OF CRAIG
COUNCIL AGENDA
January 4, 2024
COUNCIL CHAMBERS 6:30 PM**

ROLL CALL

Mayor Kasey Smith, Hannah Bazinet, Shauna Thomas, Josh Bennett, 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.

- Meeting minutes December 14, 2023
- Ordinance 765, Unauthorized Use of Power in Harbor Slips
- Ordinance 766, All Purpose Vehicles on City Streets

SWEARING IN OF COUNCIL MEMBER

HEARING FROM THE PUBLIC

- Resolution 24-01, EMS Response Stipend and Bonus
- Resolution 24-02, Capital Projects 2024

REPORTS FROM CITY OFFICIALS

Mayor	City Planner	Library
Administrator	Fire/EMS Coordinator	Recreation
Treasurer	Harbormaster	Public Woks
City Clerk	Police Chief	Parks & Public Facilities

READING OF CORRESPONDENCE

- Landmark “Landless” Legislation Passes Committee for First Time in History Murkowski 2023
- 2023 Postal Rates Article
- Craig Waverunners & Swim Club Letter
- Action to Support Alaska Seafood Industry
- Update on Island Daycare
- Letter from James Seley, Streetlights and Maintenance

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- Resolution 24-01, EMS Response Stipend and Bonus
- Resolution 24-02, Capital Projects 2024

UNFINISHED BUSINESS

- Property Tax Exemption Memo

NEW BUSINESS

- Craig Harbor Policy Manual

- Harbor Advisory Committee Seat Appointment
- Kelp Blue 49 Lease Site Letter of Support

COUNCIL COMMENTS

ADJOURNMENT

To provide public comment to the council remotely, contact the Craig City Clerk at cityclerk@craigak.com, before 5:00 p.m. by the day of the council meeting.

**CITY OF CRAIG
COUNCIL MEETING MINUTES
DECEMBER 14, 2023**

ROLL CALL

Mayor Kasey Smith called the meeting to order at 6:30 pm. Present were Mayor Kasey Smith, Shauna Thomas (telephonically), Josh Bennett, Michael Kampnich, and Millie Schoonover. Absent were Hannah Bazinet and Chanel McKinley.

Staff present: Brian Templin, Administrator; Mary Salazar, City Clerk; Kimber Mikulecky, Finance Director; Samantha Wilson, Planner; Oliver Lewis, Public Works; Hans Hjort, Harbormaster; RJ Ely, Police Chief; Stephanie Merritt, Librarian.

CONSENT AGENDA

The mayor amended the agenda to move Resolution 23-21, In Memoriam of Mr. Fredrick George Hamilton Sr., to the consent agenda. Members of the Hamilton family were present and there was a moment of silence for Mr. Fred Hamilton Sr.

The meeting minutes of November 2, 2023, November 16, 2023, and November 30, 2023, were on the consent agenda. A motion was made and seconded to adopt the consent agenda as amended to include Resolution 23-21.

SCHOONOVER/BENNETT

MOTION PASSED (4-0)

HEARING FROM THE PUBLIC

James Hamilton shared that there was never anyone prouder to call Craig home than Fred Hamilton Sr. James stated that his father loved and cared for this town and always wanted the best for our community. Being proud to call Craig home is the legacy that he left for his family.

Victoria Merritt announced the Power Christmas Concert will be on December 17 at 3:00 pm.

REPORTS FROM CITY OFFICIALS

Mayor- the mayor attended the Alaska Municipal League Local Government conference this December and shared he learned a lot and made great contacts with different officials. Mayor Smith talked about meeting with R&M Mechanical and Oliver Lewis, Public Works, regarding Port Saint Nick.

Administrator- submitted a written report. Brian followed up on Mayor Smith's report and talked about meeting with FEMA and Alaska Emergency Management discussing disaster response funds. Brian stated that Clinton Cook emailed him to set a date for the CTA to meet with the mayor and a few council members. That will take place either December 21st or 22nd. Brian announced that the Aquatic Manager position is open and will be advertised. Brian advised the council that he will not be present for either council meeting in January.

Treasurer- submitted a written report.

Planner- submitted a written report. Samantha announced that a Planning Commission seat is expected to open up in January and Jeremy Crews showed interest in maintaining that seat. Samantha stated the position will be advertised.

Fire/EMS- submitted a written report. At a previous meeting, the council had questions regarding billing and prices, and a report on comparative billing was brought to the council. Venessa was not present, but Brian clarified some of the information.

Harbor- submitted a written report. Hans announced that the Harbor Advisory Committee Meeting passed a Harbor Policy Manual that will be brought to the council at the next meeting. Hans stated he will be getting bids for work to replace a compressor for the icehouse. Hans announced there will be a pile driving barge coming to Craig in March and there are two broken dock pilings that need to be replaced. He is working with Samantha on a permit for that project. He stated the web loft roof is done and apologized for having to remove the trees. Hans stated the Harbor Committee talked about reseeding and leveling out the area that was damaged.

Library- submitted a written report.

Public Works/Parks and Public Facilities- submitted a written report. Shauna asked Oliver about the daycare maintenance and why the open date keeps getting pushed. Oliver shared that the floor coverings have been put in and a dishwasher needs to be installed. Oliver stated that the operator of the daycare would be a better point of contact for discussing opening dates. Brian stated that he will ask Venessa for a written report about Island Daycare and the anticipated opening date. Millie asked Oliver about the high service pumps and if they had been ordered yet. Oliver stated the state revolving fund gave the approval to order the package and they will reimburse the city. Millie brought up concerns that she has heard from the public about the water quality and Oliver shared that public works had been responding to these calls and testing water, and it is always within the range of tolerance. Josh asked if a foreman has been hired yet and Oliver shared that a foreman was hired and will start January 2nd. Mayor Smith asked if there is a different procurement process if we purchase the VFD as a procurement compared to having the work put up for a bid and contracted out. Oliver responded that the new procurement policy will allow several methods to procure materials that are the most expeditious.

Police Department- submitted a written report. Chief Ely shared that he was able to meet with the DA while he was in town and expressed concern about the mandatory minimum bail regarding drugs is too low. Chief Ely stated that two new officers have been hired. Chief Ely stated that \$11,000 in drug funds have been forfeited to the city and over 300 guns have been confiscated. Chief Ely's plan is to bring the guns to an FFL dealer in Ketchikan, which will allow store credit to get other supplies for the Police Department. Shauna asked Chief Ely why there is a high turnover rate in the Police Department. Chief Ely shared that one officer resigned under personal issues, one officer was terminated, and the other officer resigned because of personal issues.

Recreation- the Recreation Director role is currently vacant.

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

Resolution 23-17, Shared Fisheries Business Tax Application.

SCHOONOVER/KAMPNICH

MOTION PASSED (4-0)

Resolution 23-18, Amending the City of Craig Pay Classification Schedule. Mike asked if hourly employees will also see a wage difference. Brian stated his intent was to keep approaching the wage committee with more recommendations as they look through the rest of the employees' pay scales. Josh stated it would be beneficial for all employees to be able to see guidelines for progressing in their role. Brian stated that once we have a completely updated classification scale, it will be important for department heads to set expectations of the different pay grades.

SCHOONOVER/KAMPNICH

MOTION PASSED (4-0)

Resolution 23-19, Establishing Capital Projects for 2024. Josh commented that Water System Upgrades, Wastewater Collection System, and the Wastewater Treatment Plant Upgrades should be on the top of the list. Mike commented that putting items at the top of the list may not reflect which projects get funded first. Brian confirmed that by stating the Wastewater Treatment Plant Upgrade already has funding, it's just a matter of receiving the funds from the DEC loan fund. Mayor Smith shared his list of which projects should take priority. Mayor Smith proposed amending the list of projects and bringing the updated version to the next scheduled meeting.

BENNETT/KAMPNICH

MOTION TO TABLE (4-0)

UNFINISHED BUSINESS

Wage and Compensation Committee Recommendations. A motion was made to accept the committee's recommended adjustments to the pay classification sheet.

BENNETT/KAMPNICH

MOTION PASSED (4-0)

NEW BUSINESS

Purchase of Lots 1-8, Block 13, USS 1430. Josh stated that there is a significant markup in the price, it would cost the city about \$100,000 to clean up the land, and it would be displacing the people that currently live there. Mike commented that it would be difficult to use that property to make middle income housing because of its price. Mayor Smith commented that at the price of \$650,000, that doesn't leave the city with a reasonable enough budget to move forward on a project with the land. Brian noted that providing lower income housing is a significant investment that the city has not pursued before. Josh stated that in other communities, building a house can cost up to \$500 per square foot. The council opted to decline the offer of purchasing the lots but expressed an interest in monitoring the market.

Adoption of Updated Procurement Policy. Brian stated the only revision is raising the limit for micro purchases and raising the limit for the small purchase procedure. Mike suggested adding the verbiage to state that all bid requirements must be met in items 3 and 4. A motion was made to amend the procedures and add that all bid requirements must be met for bids and proposals.

KAMPNICH/BENNETT

MOTION PASSED (4-0)

Executive Session to discuss evaluation of City Administrator and contract negotiations. The council decided to defer the executive session to a later time when all council members can be in attendance.

ADJORNMENT

Josh had to leave the meeting due to an emergency, and as a result, there were no longer enough members present to continue. A motion was made to adjourn the meeting at 8:45 pm.

KAMPNICH/SCHOONOVER

MOTION PASSED (3-0)

KASEY SMITH, MAYOR

MARY SALAZAR, CITY CLERK

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Hans Hjort
Date: November 8, 2023
RE: Ordinance 765, First Reading – Amending CMC 4.30.170 UNAUTHORIZED
USE OF POWER IN HARBOR SLIPS

The Harbor Advisory Committee reviewed and passed proposed alterations to the Municipal Code to amend CMC 4.30.170 regarding the unauthorized use of power in harbor slips during the September 7th 2023 Harbor Advisory Committee meeting.

The City of Craig Harbor owns and maintains approximately 180 power pedestal in North Cove and South Cove Harbors. Most of the permanent slips have access to a pedestal that they are able to turn on thorough AP&T to get electricity for their boats. The Harbor Department does the best we can to let transient vessels know that the power in the Harbor is privately held and urges new customers to not plug into any of the pedestals except those marked for transient use. Two years ago we ordered a custom sticker that we placed on each pedestal that informed customers that they were not to plug into the pedestal and that doing so would result in a fine.

The problem continues to happen, usually during the busy summer months, and usually by the same vessels year after year. The current Craig Municipal Code has provisions for a fine for the theft of power; however the fine is only \$25.00

In September I met with the Harbor Advisory Committee to discuss the issue and to propose a change to the amount of the fine. Discussion was held and the committee agreed that \$100.00 for the first offence and \$300.00 for any future violations was fair. We all agreed that if a vessel continued to plug into other people's power that after 3 offences the Craig Police Department would be brought in to help.

Recommendation: The City Council should pass the first reading of Ordinance 765 and schedule a public hearing on the Ordinance.

CITY OF CRAIG
ORDINANCE NO. 765

AN ORDINANCE AMENDING TITLE 4, CRAIG MUNICIPAL CODE, SECTION 4.30.170
UNAUTHORIZED USE OF POWER IN HARBOR SLIPS

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

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

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

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

Section 4. Findings. The Craig City Council finds the following:

WHEREAS, the Craig Harbor Department provide assigned reserved moorage; and

WHEREAS, harbor users with assigned moorage are authorized to establish user accounts for electrical service directly with the local utility provider; and

WHEREAS, the current municipal code provides for citations for the unauthorized use of another person's electrical power without permission; and

WHEREAS, it is in the city's interest to increase the penalties associated with this unauthorized use.

Section 5. Action.

[Added language is shown in bold within brackets] and deleted language is shown with a ~~strike through~~. This ordinance amends section 4.30.170 section B. to the Craig Municipal Code as follows:

4.30.170 Unauthorized use of power in harbor slips.

- A. No person may use power owned or leased by another unless the person using the power has been authorized to do so by the owner or lessee of the power.
- B. Any person that uses another person's power without authorization may be issued a citation in the amount of \$25.00 [**~~\$25.00~~ **\$100.00 for the first occurrence, and \$300.00 for future occurrences. After three (3) occurrences the matter will be referred to the Craig Police Department.]**

Passed and approved on _____, 2024.

Mayor Kasey Smith

Attest

Mary Salazar, City Clerk

**CITY OF CRAIG
MEMORANDUM**

To: Mayor and Craig City Council
From: Brian Templin, City Administrator
Date: December 20, 2023
RE: All Purpose Vehicles on City Streets – Craig Ordinance 766

The State of Alaska adopted regulations effective January 1, 2022 that allowed for the use of all purpose vehicles (APVs) on public roads in Alaska with posted speed limits of less than 45 mph. In March 2022 the Craig City Council passed ordinance 744 establishing regulations allowing for this use in Craig. These regulations sunset on March 1, 2023.

Chief Ely reports that there have been no major accidents or incidents with all purpose vehicle use under this code since it was adopted.

Allowing the regulations to sunset in March was an oversight. The attached ordinance reinstates those regulations with no sunset date.

The council should consider approval of Ordinance 766. If the council would like to establish another sunset date, the ordinance should be amended prior to adoption.

Recommendation: Approve first reading of Ordinance 766.

**CITY OF CRAIG
ORDINANCE No. 766**

AMENDING TITLE 10 OF THE CRAIG MUNICIPAL CODE, AMENDING SECTION 10.14,
ALLOWING FOR ALL PURPOSE VEHICLE USE ON PUBLIC ROADWAYS WITHIN THE
CITY OF CRAIG

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

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

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

Section 4. Findings. The Craig City Council finds the following:

WHEREAS, on January 1, 2022, changes to portions of Section 13 of the Alaska Administrative Code went into effect allowing the use of all purpose vehicles on roadways in Alaska with posted speed limits of 45 miles per hour or less; and

WHEREAS, the Craig City Council reviewed the implications and processes related to this regulation change and increased use of all purpose vehicles on Craig streets; and

WHEREAS, the City of Craig approved Ordinance 744 on March 17, 2022 regulating the use of all purpose vehicles on roadways with a sunset date of March 1, 2023 ; and

WHEREAS, the City of Craig desires to reinstate the regulations allowing for all purpose vehicle use on permitted city streets.

Section 5. Action.

1. Adds Section 10.14 (and all subsections) to the Craig Municipal Code as detailed in Addendum A.

Passed and approved this ____ day of _____, 2024.

_____ Mayor Kasey Smith	Attest	_____ Mary Salazar, City Clerk
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Chapter 10.14

All Purpose Vehicles on Public Roadways

Sections:

- 10.14.005 General
- 10.14.010 Definitions.
- 10.14.015 Operators required to be licensed.
- 10.14.020 Registration required.
- 10.14.025 Insurance required.
- 10.14.030 Prohibited areas of operation.
- 10.14.035 Helmets required.
- 10.14.040 Lights.
- 10.14.045 Citation for defective or altered equipment.
- 10.14.050 Public nuisance and impoundment.
- 10.14.055 Parental responsibility.
- 10.14.060 Owner responsibility.
- 10.14.065 Penalty for violation and impoundment.

10.14.005 General.

All-purpose vehicles are allowed to be used on public roadways within the City Limits of the City of Craig subject to requirements and restrictions shown in 13 AAC and the Craig Municipal Code.

10.14.010 Definitions.

When used in this section, the following words and phrases shall have the meanings set forth in this section:

“All Purpose Vehicle (APV)” as defined in 13 AAC 40.010(a)(67) means any self-propelled vehicle designed to travel on wheels or tracks in contact with the ground and is commonly used to transport persons for recreational purposes, including vehicles such as four-wheel drive units, all-terrain vehicles (APVs), or utility terrain vehicles (UVs); does not include off-highway vehicles as defined in 13 AAC 40.010(a).

“Police officer” or “peace officer” means and includes the chief of police, any officer or employee of the police department and other persons authorized by the police chief to perform the duties of a “police officer.”

10.14.015 Operators required to be licensed.

A. No person shall operate an APV on any public roadway within the Craig City Limits unless they have a valid driver’s license in their possession.

B. No person shall operate an APV in violation of any condition or limitation on the person’s driver’s license.

10.14.020 Registration required.

No person shall operate an APV on any public roadway within the Craig City Limits, or on public property within the city limits without a current state of Alaska registration as shown in AS 28.10.451 and AS 28.10.461.

10.14.025 Insurance Required

No person shall operate an APV on any public roadway within the Craig City Limits, or on public property within the city limits without proof of current insurance on their person. Operators of APVs must provide proof of insurance to law enforcement officers upon request.

10.14.030 Prohibited areas of operation.

A. No person shall operate an APV on any of the following city public properties without the prior permission of the City of Craig:

1. School grounds;
2. Parks and playgrounds;
3. Recreation areas; and
4. Walking/hiking trails.

B. No person shall operate an APV on any private properties without the prior permission of the property owner or property manager. No person shall operate an APV on private roads, including those roads within trailer courts without prior permission of the property owner or property manager.

10.14.035 Helmets required.

All APV operators who are under 18 years of age and all passengers (regardless of age), on a public roadway within the Craig City Limits must wear a helmet while operating or riding an APV.

10.14.040 Lights.

All APVs to which this section applies shall be equipped with at least one functional headlight, taillight and brake light that meet the requirements of Title 13 AAC for this equipment. The headlight and taillight must be illuminated whenever the APV is being operated.

10.14.045 Citation for defective or altered equipment.

A. A police officer may issue a “fix it” citation to the operator of an APV which is not in safe mechanical condition or properly equipped as required by AS Title 28, Title 13 AAC, or the provisions of this section. A citation issued under this section shall specify the repair or adjustment to be made.

B. An operator or owner receiving a “fix it” citation under this section shall within a time specified by the inspecting officer appear at the office of the Craig police department and present acceptable evidence of having made the repairs or adjustment or present the APV for reinspection. If the defective part or item is at that time determined to be operating in good repair, and the vehicle otherwise meets the requirements of AS Title 28, Title 13 AAC and the provisions of this section, the inspecting officer shall void the “fix it” citation. Failure to present evidence of repair or adjustment or to present the vehicle for reinspection within the time specified will result in the fine being owed and payment due as ordered on the citation.

C. All APV’s must be equipped, maintained, and operated so as to prevent excessive or unusual noise. APV must be equipped with a muffler or other effective noise-suppressing system, in good working order and in constant operation. No person may use a muffler cutout, bypass, or similar device, or modify the exhaust system of the APV in a manner which amplifies or increases the noise emitted by the engine of the APV above that emitted by the muffler originally installed on the APV.

10.14.050 Public nuisance and impoundment.

A. The purposes of this section include protecting the public, removing public nuisances, and deterring violations of this chapter, but do not include the generation of revenue for the city.

B. Any APV operated or modified in a manner that violates the Craig Municipal Code or state law is hereby declared a public nuisance.

C. Any APV that is a public nuisance may be impounded immediately by any police officer. Impoundment may be accomplished through a seizure of the APV at the time the citation is issued, or pursuant to a court order entered in the course of civil or criminal enforcement proceedings. Impoundment at the time of issuance of a citation is at the discretion of the citing officer.

D. An APV operated by, or driven by, or in the actual physical control of, an individual cited for violation of any section of this chapter is presumed to have been so operated by the owner(s) thereof or having been operated by another person with the knowledge and consent of the owner(s). An APV so operated is declared to be a public nuisance for which the owner(s) hold legal responsibility subject only to the defenses as set forth by law.

E. The owner(s) of an APV impounded by the city may obtain the release of the APV after the criminal matter has concluded or either the Chief of Police or District Attorney has authorized the release and upon providing proof of ownership, current valid insurance, and payment of a \$150.00 impound fee with an additional \$10.00 per day storage fee plus any additional costs incurred during the impoundment.

F. An APV seized for impoundment shall be held in the custody of the Craig police department. Any APV not claimed within 30 days of impound shall be considered abandoned and may be disposed of in accordance with AS 28.11.020 and AS 28.11.025.

G. The city may waive impound fees and return an impounded APV to the owner(s) if there is no requirement to maintain possession of the impounded APV for pending criminal or civil court actions and, the owner(s) can establish by a preponderance of the evidence that:

1. The owner(s) had an interest in the APV at the time of the alleged violation;
2. A person other than the owner(s) was in possession of the APV and was responsible for or caused the act which resulted in impound; and
3. That the APV was stolen and used without the owner(s)' permission.

10.14.055 Parental responsibility.

A parent or guardian of a minor under the age of 16 violates this chapter if he or she knowingly permits, or by insufficient control, allows their child or ward to operate an APV in violation of this chapter. Indifference as to the activities or whereabouts of the minor under the age of 16 shall be prima facie evidence of insufficient control.

10.14.060 Owner responsibility.

No person who owns or controls an APV shall permit a person to operate the APV if he or she knows or should reasonably know that it is likely to be operated in violation of this section.

10.14.065 Penalty for violation and impoundment.

A. Any person violating any provision of this chapter is guilty of an infraction and shall be punished by the fine established in the CMC 1.16.020, fine schedule if the offense is listed in that fine schedule or by a fine of up to \$300.00 if the offense is not listed in the CMC 1.16.040 fine schedule.

B. If a person is operating an APV in violation of the Craig Municipal Code or state law as incident to an arrest or other situation where the vehicle may require protection, the APV may be impounded immediately by a police officer or other authorized official. The APV shall be released only upon proof of ownership, proof of insurance, and payment in full of impoundment and storage charges.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Brian Templin, City Administrator
Date: December 28, 2023
RE: January Staff Report

1. Craig Harbor Project

Steve Silver is continuing to work with Senator Murkowski's office and the USACE to set up a meeting to include the city and CTA to discuss moving the study for the harbor back to site selection or scoping. Senator Sullivan's staff is continuing to work on drafting language to include in the Water Resources Development Act (WRDA) reauthorization scheduled for 2024 that would put the cost of a new study completely on the USACE. The expected cost for the new study is about \$3 million. Usually the non-federal sponsor is responsible for 50% of that cost. At the council's direction we are working to ensure that the city does not have to pay for a new study since we paid the 50% match for the previous study. I asked the mayor to include a discussion of support from the CTA for a new harbor study in discussions with the CTA president and some council members on December 28th.

2. Capital Projects

Samantha has modified the capital improvement project resolution based on the council and mayor's input at the last council meeting. The updated resolution will be on the agenda for consideration at the January 4th meeting. This is routine for the council to approve a list of general priorities and some estimated funding amounts. We also added one item to the CIP list, mariculture development, in support of a funding request from SE Conference to the governor's office for the upcoming fiscal year. Staff will continue to work on CAPSIS submissions by the February due date. We are making a priority of matching funds for the federal congressionally directed spending items since the federal funds are (or are about to be) obligated for those projects:

- Lift Station Replacement. Approximately \$760,000 (\$950,000 requested) was approved in the current federal fiscal year for replacement of lift stations. Staff is still working on the grant application process to access these funds. This project will be included in our FY25 CAPSIS requests.
- Wood Boiler Replacement. We received a federal appropriation of about \$400,000 (\$800,000 requested) that will be funded through USDA Rural Development to replace the wood boiler used at the pool and middle/elementary school. This funding will require a 50% non-federal match of about \$400,000. It is likely that the project will cost more than \$800,000. We are still waiting for USDA to route these funds into a grant program so we can start the application process. We have submitted a full funding application to the Denali Commission for \$200,000 in funding for the project. If we receive this funding it can be used for match to the federal funding secured by Senator Murkowski. We will also include a CAPSIS request to the state legislature for matching funds.
- Water Treatment Upgrades. There is an appropriation in the senate that should get approved as part of the federal budget process for FFY2025. We will continue to track the funding appropriation bill in congress and will work on the grant application when the funds are appropriated. Samantha is making some slow and difficult progress with the USDA Rural Development staff on the emergency funding process for some reimbursement of expenses resulting from

the March system issues. We will include this project in the CAPSIS nominations.

- New Firehall. Staff is continuing to monitor this appropriations request and will work through the grant process after the money is appropriated by congress. We can expect a 20% - 50% match requirement on the \$4.1 million funding appropriation. We have 95% designs and specifications for the new firehall which will be located along Cold Storage Road west of the existing public works yard fence. We completed design in about 2015. Likely the price has increased since the 2015 design. We will be asking for matching funds through CAPSIS and will ask for additional matching funds to help cover any cost overruns on the project. The CTA has indicated several times over the past few years that the tribe likely has access to funds that could be used for this construction as well. I have asked the mayor to include discussion on this in the meeting with the CTA on December 28th.
- SCADA System. We are nearly finished with the State Revolving Loan Fund (SRF) application for the SCADA system upgrades and those funds will be available soon. It still appears that we will be eligible for 100% loan forgiveness for the \$125,000 loan. Oliver is currently working on the RFP to complete the work covered by this funding which will primarily consist of replacement VFD drives, new logic control panels for the treatment trains, and updated software. We expect to close the RFP by mid to late January and have a contract for council approval in February.
- Wastewater Treatment Plant Roof. Oliver is finalizing paperwork for the ADEC loan application for \$600,000 for the project. Once the loan paperwork is finished and approved we will have the contract architect bid the project out. The additional funding that Oliver has applied for can be used to reimburse the city for architectural and engineering costs on the project so far and can be used to pay the architect to bid and manage the construction project. This item is a top priority for the public works director.
- POWER Building Renovation/Repairs. Staff is still working through remediation of the lead paint issues and working to put out a new solicitation for work to replace the siding.
- Webloft Roof. This project has been completed.
- Annual Budget Capital Projects. Departments are continuing to work on individual capital project that were included for their departments in the FY24 budget. Department heads are starting to work on their capital project requests for the FY25 budget process which will start in the next couple of months.

This is not an exhaustive list but is a good representation of current capital projects being worked on across the city.

3. FY25 Legislative Funding (State and Federal)

Each year the city submits projects to the Alaska legislature through the CAPSIS system. The top priority project for the last several years has been state funding related to the harbor development and a handful of other projects. This year there is no need to include the harbor project on the CAPSIS list but with our success getting grant funds and directed spending

requests from Congress, it is likely that we will need to provide significant non-federal matching funds. Just an estimate at this point, but we will likely need the following for identified projects:

- Wood Boiler Replacement - \$250,000 - \$400,000
- New Firehall - \$1.25 million - \$3 million
- Sewer Lift Stations - \$175,000 - \$250,000
- Water System Upgrades - \$1.2 million - \$3 million

Based on approved congressionally directed spending requests we will likely need \$2.7 million - \$6.5 million in matching funds to complete the lift stations, firehall, water system improvements and boiler replacement. Staff will continue to work with a number of other grant agencies, loan funding sources, and capital reserves to secure funding that can be used as match. Ultimately the goal will be to use state legislative funding or low interest loan funds as match as much as possible. Some of the project amounts, particularly the firehall and sewer lift stations, include increased costs of the project due to inflation. Funding from the state legislature to use as match for these projects will likely constitute the top priorities in this year's capital improvement project list and in our state legislative funding requests. It is also important to note that the water system upgrades project will only complete a portion of the work needed in the water system. There is likely \$20 - \$25 million in total projects that we need to get done over the next several years. Depending on the amount of match funding we are able to secure we may also look at revising the scope of these projects.

Legislative funding will also be a primary focus of discussion with Senator Stedman in February. We are starting to hear discussions that public safety capital projects may be a priority for the state senate this year.

On the federal side, we will likely continue to submit appropriations requests to Senator Murkowski in February/March but we are at the point where the discussion on non-federal match for the projects will be very important. This will likely affect the number and scope of appropriations requests that we send to congress.

4. Wage Analysis

Based on the additional funding appropriated by the council at the we have adjusted all manager salaries except the city administrator salary. I have been meeting with department heads to complete evaluations on them, but made all raises effective December 15th. I will likely complete the evaluations in late January or February. The February 1, 2024 council meeting agenda will include an executive session to complete an evaluation of the city administrator.

5. Staffing

Public Works. Public Works will have one additional new employee starting as the Parks and Public Facilities Assistant at the beginning of January. This completely staffs that department. We are planning to hire a temporary employee to cover another employee that is on long term medical leave.

Recreation Director. The Mayor, Millie, and I interviewed seven candidates for the position and have extended a job offer to Gretchen Klein. We hope to have her signed offer letter by the January 4th meeting. It is likely that she will start work in 4 – 6 weeks.

Pool. We are still looking for full-time and part-time lifeguards. Recently Jessica Holloway and I discussed Jessica's request to move from the Aquatic Center Manager position to the Head Lifeguard position. With this move we advertised the manager position and interviewed a highly qualified individual that had been looking at the coach/lifeguard position. After an interview and discussion we have extended a tentative job offer to Mandy Griffin (who currently lives in Texas). Mandy is a highly qualified coach, lifeguard, and aquatic center manager with years of experience. Mandy will be visiting Craig (with her husband) January 29th – February 2nd for a working interview at the pool, time spent with the Waverunners, and a day to look around Craig/POW. If that visit is successful for both her and us, we will extend the full job offer. It is likely that she will be available in April of 2024 to allow her to finish coaching the current swim season where she is. Staffing will be a top priority once she is hired.

Police Department. Chief Ely has hired two new police officer recruits who have recently started their field training. Neither are experienced officers or certified by the Alaska Police Standards Council (APSC). While this will continue to put some stress and a large time commitment on Chief Ely and Sgt. Page, RJ has a good plan to put these new officers to effective use as soon as possible. One new officer will go to the academy in Sitka at the end of January and the other will be scheduled to attend the August academy. The full academy for new officers is about four months long.

City Hall. We are losing our administrative clerk here at city hall. Rebecca Madden has been offered a great opportunity outside of Craig and will be leaving us in mid-January. We are currently advertising for this position. Rebecca has done a great job at the front desk at city hall and has done very well managing sales tax accounts. Please drop by city hall before January 12th and thank her.

6. Landslides

As the council is aware we had a major landslide on November 20th at the 62 pit on the PSN Road and slide/flooding related damage to the culvert at 4.2 mile. Based on the city's disaster declaration the Governor amended the Wrangell state disaster declaration to include Prince of Wales Island. We recently had staff from Alaska Homeland Security and Emergency Management and FEMA visit the island to conduct preliminary damage assessment. The expansion of the state disaster declaration opens up funding and assistance from the state. FEMA is considering asking for a federal disaster declaration which would open up federal assistance and funding as well. Oliver and Samantha are working closely with AK DHS&EM and FEMA staff. It is likely that response costs incurred by the city will be reimbursed and the city will likely be eligible for some mitigation funds to improve these two slide areas (especially if a federal declaration is made). Staff will continue to work on the issue.

7. Travel and Leave Schedule

I will be on vacation (out of the country) from January 4 through January 21.

I will be out of town for the January 4, 2024 council meeting. I recommend that we cancel that meeting. I will be back for the February 1, 2024 meeting.



JAN 04, 2024

TO: Craig City Council

FROM: Kimber Mikulecky, Treasurer
finance@craigak.com
907-826-3275 ext 226

SUBJECT: Monthly report

Note: November's Alaska Permanent Capital Management reports are included. These are the most current reports available.

- ✓ MARVA WILL BE HERE FROM JANUARY 8TH-12TH. I WILL HAVE HER ASSIST ME IN FINALIZING FY23 SUPPLEMENTAL BUDGET TO BRING BEFORE THE COUNCIL. ANY UNPAID 2023 PROPERTY TAXES ARE NOW DELINQUENT. PENALTY & INTEREST WILL BE APPLIED, AND WE WILL BEGIN FOLLOWING OUR PROCESS FOR DELINQUENT ACCOUNTS INCLUDING DELINQUENT NOTICE LETTERS AND THE FORECLOSURE PROCESS. IT IS MY INTENT TO HAVE MARVA SIT DOWN WITH THE CITY CLERK TO GO OVER THE FORECLOSURE PROCESS.
- ✓ OUR ADMIN CLERK, BECCA HAS TENDERED HER RESIGNATION EFFECTIVE JANUARY 12TH AS HER LAST DAY OF WORK. SHE HAS FOUND AN OPPORTUNITY TO PURSUE HER PASSION FOR EDUCATION IN THE VIRGIN ISLANDS. I AM VERY PLEASED WITH ALL THE HARD WORK BECCA HAS DONE FOR THE CITY. I HAVE ASKED HER TO CREATE A HOW-TO GUIDE FOR HER POSITION AND JOB DUTIES THAT WILL HELP THE NEXT PERSON LEARN THOSE FUNCTIONS. I HAVE MADE SURE TO GET HER POSITION POSTED AND ADVERTISED UNTIL FILLED.
- ✓ I AM STILL IN THE PROCESS OF SCANNING CURRENT EMPLOYEE FILES. I ANTICIPATE HAVING ALL CURRENT EMPLOYEE FILES CONVERTED TO A DIGITAL FORMAT COME FEBRUARY.
- ✓ THE TIME HAS COME TO START PREPARING FOR FY2025 BUDGETS. I HAVE SENT OUT THE SCHEDULES TO MEET WITH DEPARTMENT HEADS AND BRIAN. I AM EXCITING TO SEE WHAT THIS BUDGET YEAR BRINGS FROM EACH DEPARTMENT.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT ME VIA EMAIL AT FINANCE@CRAIGAK.COM



City of Craig
Cash Balances
12/27/2023

General Fund

Deposit Clearing Account	108,852.33
Checking - First Bank	2,403,012.98
Checking - Wells Fargo	25,218.73
Petty Cash	356.60
Petty Cash-Harbors	165.29
Petty Cash- Aquatic Center	250.00
Petty Cash - Police	204.95
Petty Cash- Library	150.00
Wells Fargo CD Saving Account	<u>1,876.87</u>
Total	<u>2,540,087.75</u>

Restricted Fund

Cares Fund Checking	432,087.78
Cash, Police Fund	21,841.00
Cash Evidence, Police	4,421.70
Cash, Police Federal Fund	11,944.78
Police Petty Cash	781.17
Cash Hatchery Salmon Derby	41,223.16
MM Park Funds	7,702.76
Fish Quota Funds	15,552.70
MM POW Clinic Funds	46,429.61
MM Invest Muni Land	433.73
Hatchery Saving Account	54,873.95
Cash MMkt NFR -School FB	534,670.50
Cash Invest School Funds APCM	2,901,437.01
Accrued Interest, School	<u>6,267.46</u>
Total	<u>4,079,667.31</u>

Endowment

Cash Held Endowment	272,116.30
Fixed Inc. Investment Endowment	8,107,562.34
Accr. Int., Endowment	47,692.13
Equity Invest., Endowment	5,509,171.64
Unrealized Gain/Loss Endowment	(754,017.92)
Unrealized Gain/Loss Equity, Endowment	<u>(20,991,489.62)</u>
Total	<u>(7,808,965.13)</u>

Enterprise Fund

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

City of Craig

Revenue and Expense YTD & Budget

December 27, 2023

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Administration				
Total Personnel Expenditures	176,247	0	231,265	176,247
Total Benefits Expenditures	77,612	0	190,837	77,612
Total Contract Expenditures	81,815	0	275,350	81,815
Total Travel & Expenditures	9,632	668	27,845	10,299
Total Materials Expenditures	7,504	0	13,995	7,504
Total Utilities Expenditures	9,129	0	20,520	9,129
Total Repairs & Maint Expenditures	1,200	0	4,710	1,200
Total Other Expenditures	21,818	0	51,139	21,818
Total Capital & Debt Expenditures	0	0	7,500	0
Total Expenditures	<u>\$ 384,957</u>	<u>\$ 668</u>	<u>\$ 823,161</u>	<u>\$ 385,624</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (384,957)</u>	<u>\$ (668)</u>	<u>\$ (823,161)</u>	<u>\$ (385,624)</u>
Council				
Total Personnel Expenditures	8,648	0	20,679	8,648
Total Benefits Expenditures	796	0	7,030	796
Total Contract Expenditures	1,025	0	950	1,025
Total Travel & Expenditures	4,106	0	5,550	4,106
Total Materials Expenditures	136	0	1,000	136
Total Utilities Expenditures	47	0	0	47
Total Repairs & Maint Expenditures	0	0	0	0
Total Other Expenditures	769	0	10,428	769
Total Capital & Debt Expenditures	0	9,110	10,000	9,110
Total Expenditures	<u>\$ 15,527</u>	<u>\$ 9,110</u>	<u>\$ 55,637</u>	<u>\$ 24,637</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (15,527)</u>	<u>\$ (9,110)</u>	<u>\$ (55,637)</u>	<u>\$ (24,637)</u>
Planning				
Total Revenues	\$ 3,933	\$ 0	\$ 0	\$ 3,933
Total Personnel Expenditures	22,228	0	43,560	22,228
Total Benefits Expenditures	12,045	0	28,563	12,045
Total Contract Expenditures	3,941	(3,248)	0	693
Total Travel & Expenditures	(235)	(649)	4,000	(883)
Total Materials Expenditures	178	0	1,000	178
Total Utilities Expenditures	0	0	0	0
Total Repairs & Maint Expenditures	182	0	500	182
Total Other Expenditures	721	0	2,242	721
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ 39,060</u>	<u>\$ (3,897)</u>	<u>\$ 79,865</u>	<u>\$ 35,164</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (35,127)</u>	<u>\$ 3,897</u>	<u>\$ (79,865)</u>	<u>\$ (31,231)</u>
Parks & Facilities				
Total Personnel Expenditures	95,646	0	190,534	95,646
Total Benefits Expenditures	46,639	0	74,538	46,639
Total Contract Expenditures	27,347	(400)	7,500	26,947
Total Travel & Expenditures	0	0	1,500	0

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City of Craig

Revenue and Expense YTD & Budget

December 27, 2023

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Total Materials Expenditures	32,696	(29,488)	51,350	3,208
Total Utilities Expenditures	12,284	0	8,700	12,284
Total Repairs & Maint Expenditures	8,137	0	12,000	8,137
Total Other Expenditures	12,316	0	18,534	12,316
Total Capital & Debt Expenditures	315	0	67,729	315
Total Expenditures	<u>\$ 235,380</u>	<u>\$ (29,888)</u>	<u>\$ 432,385</u>	<u>\$ 205,492</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (235,380)</u>	<u>\$ 29,888</u>	<u>\$ (432,385)</u>	<u>\$ (205,492)</u>

Public Works

Total Personnel Expenditures	70,414	35	127,790	70,448
Total Benefits Expenditures	34,814	0	68,911	34,814
Total Contract Expenditures	2,694	2,846	720	5,540
Total Travel & Expenditures	120	0	32,000	120
Total Materials Expenditures	20,596	(978)	81,200	19,617
Total Utilities Expenditures	8,614	0	7,600	8,614
Total Repairs & Maint Expenditures	27,078	(1,468)	56,000	25,609
Total Other Expenditures	15,668	0	16,049	15,668
Total Capital & Debt Expenditures	66,636	(2,860)	190,260	63,776
Total Expenditures	<u>\$ 246,634</u>	<u>\$ (2,425)</u>	<u>\$ 580,530</u>	<u>\$ 244,206</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (246,634)</u>	<u>\$ 2,425</u>	<u>\$ (580,530)</u>	<u>\$ (244,206)</u>

Police

Total Personnel Expenditures	337,268	0	701,784	337,268
Total Benefits Expenditures	182,789	843	390,912	183,632
Total Contract Expenditures	2,908	0	27,106	2,908
Total Travel & Expenditures	2,905	492	7,500	3,397
Total Materials Expenditures	30,704	4,730	61,800	35,436
Total Utilities Expenditures	9,266	0	16,510	9,266
Total Repairs & Maint Expenditures	491	261	1,000	753
Total Other Expenditures	32,019	(1,496)	60,008	30,523
Total Capital & Debt Expenditures	36,986	33,451	74,200	70,437
Total Expenditures	<u>\$ 635,336</u>	<u>\$ 38,281</u>	<u>\$ 1,340,820</u>	<u>\$ 673,620</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (635,336)</u>	<u>\$ (38,281)</u>	<u>\$ (1,340,820)</u>	<u>\$ (673,620)</u>

EMS

Total Personnel Expenditures	94,432	0	187,169	94,432
Total Benefits Expenditures	39,914	0	75,588	39,914
Total Contract Expenditures	1,834	0	7,400	1,834
Total Travel & Expenditures	4,925	0	9,700	4,925
Total Materials Expenditures	5,333	0	13,950	5,333
Total Utilities Expenditures	3,506	0	8,600	3,506
Total Repairs & Maint Expenditures	4,760	0	0	4,760
Total Other Expenditures	5,819	0	10,077	5,819
Total Capital & Debt Expenditures	5,601	0	7,000	5,601
Total Expenditures	<u>\$ 166,124</u>	<u>\$ 0</u>	<u>\$ 319,484</u>	<u>\$ 166,124</u>

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City of Craig

Revenue and Expense YTD & Budget

December 27, 2023

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Excess Revenue Over (Under) Expenditures	\$ (166,124)	\$ 0	\$ (319,484)	\$ (166,124)
Fire Department				
Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	430	0	4,186	430
Total Contract Expenditures	0	0	5,700	0
Total Travel & Expenditures	175	0	5,000	175
Total Materials Expenditures	177	(118)	3,400	58
Total Utilities Expenditures	1,487	0	5,300	1,487
Total Repairs & Maint Expenditures	191	0	1,000	191
Total Other Expenditures	2,302	0	5,954	2,302
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	\$ 4,762	\$ (118)	\$ 30,540	\$ 4,643
Excess Revenue Over (Under) Expenditures	\$ (4,762)	\$ 118	\$ (30,540)	\$ (4,643)
Library				
Total Revenues	\$ 27,649	\$ (1,100)	\$ 0	\$ 26,549
Total Personnel Expenditures	55,320	0	100,152	55,320
Total Benefits Expenditures	17,427	0	32,137	17,427
Total Contract Expenditures	16,436	(1,200)	3,660	15,236
Total Travel & Expenditures	273	0	1,000	273
Total Materials Expenditures	9,720	(139)	11,600	9,581
Total Utilities Expenditures	3,090	0	10,250	3,090
Total Repairs & Maint Expenditures	561	0	500	561
Total Other Expenditures	2,120	0	2,770	2,120
Total Capital & Debt Expenditures	457	(1,325)	33,000	(868)
Total Expenditures	\$ 105,404	\$ (2,664)	\$ 195,069	\$ 102,740
Excess Revenue Over (Under) Expenditures	\$ (77,755)	\$ 1,564	\$ (195,069)	\$ (76,191)
Recreation				
Total Revenues	\$ 240	\$ 0	\$ 0	\$ 240
Total Personnel Expenditures	42,086	0	114,140	42,086
Total Benefits Expenditures	20,001	0	54,456	20,001
Total Contract Expenditures	1,809	0	9,000	1,809
Total Travel & Expenditures	0	0	1,500	0
Total Materials Expenditures	11,157	0	13,410	11,157
Total Utilities Expenditures	6,513	0	19,625	6,513
Total Repairs & Maint Expenditures	80	0	2,100	80
Total Other Expenditures	7,933	0	6,239	7,933
Total Capital & Debt Expenditures	2,652	0	11,450	2,652
Total Expenditures	\$ 92,231	\$ 0	\$ 231,920	\$ 92,231
Excess Revenue Over (Under) Expenditures	\$ (91,991)	\$ 0	\$ (231,920)	\$ (91,991)
Aquatic Center				

City of Craig

Revenue and Expense YTD & Budget

December 27, 2023

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Total Personnel Expenditures	55,706	0	204,733	55,706
Total Benefits Expenditures	42,434	0	120,093	42,434
Total Contract Expenditures	0	0	4,040	0
Total Travel & Expenditures	535	0	7,770	535
Total Materials Expenditures	6,159	(1,382)	24,420	4,777
Total Utilities Expenditures	65,681	0	138,650	65,681
Total Repairs & Maint Expenditures	0	(345)	4,500	(345)
Total Other Expenditures	11,855	0	20,012	11,855
Total Capital & Debt Expenditures	114,475	(11,048)	157,679	103,427
Total Expenditures	<u>\$ 296,845</u>	<u>\$ (12,775)</u>	<u>\$ 681,897</u>	<u>\$ 284,070</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (296,845)</u>	<u>\$ 12,775</u>	<u>\$ (681,897)</u>	<u>\$ (284,070)</u>
Sewer				
Total Revenues	\$ 115,552	\$ 0	\$ 0	\$ 115,552
Total Personnel Expenditures	68,803	0	164,916	68,803
Total Benefits Expenditures	28,116	0	68,043	28,116
Total Contract Expenditures	4,407	598	7,800	5,005
Total Travel & Expenditures	383	(1,000)	3,280	(617)
Total Materials Expenditures	2,779	(149)	14,400	2,629
Total Utilities Expenditures	16,637	(1,392)	42,300	15,245
Total Repairs & Maint Expenditures	7,196	1,479	5,000	8,675
Total Other Expenditures	13,390	0	28,263	13,390
Total Capital & Debt Expenditures	43,669	0	118,530	43,669
Total Expenditures	<u>\$ 185,380</u>	<u>\$ (464)</u>	<u>\$ 452,532</u>	<u>\$ 184,915</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (69,828)</u>	<u>\$ 464</u>	<u>\$ (452,532)</u>	<u>\$ (69,363)</u>
Water				
Total Revenues	\$ 150,746	\$ 0	\$ 0	\$ 150,746
Total Personnel Expenditures	80,506	0	241,983	80,506
Total Benefits Expenditures	33,421	0	105,432	33,421
Total Contract Expenditures	5,866	1,690	12,500	7,556
Total Travel & Expenditures	1,243	(1,198)	7,570	45
Total Materials Expenditures	24,377	(7,353)	79,850	17,021
Total Utilities Expenditures	27,072	0	29,000	27,072
Total Repairs & Maint Expenditures	15,228	(11,661)	39,620	3,567
Total Other Expenditures	10,934	0	20,346	10,934
Total Capital & Debt Expenditures	19,445	0	105,549	19,445
Total Expenditures	<u>\$ 218,092</u>	<u>\$ (18,522)</u>	<u>\$ 641,850</u>	<u>\$ 199,567</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (67,346)</u>	<u>\$ 18,522</u>	<u>\$ (641,850)</u>	<u>\$ (48,821)</u>
Garbage				
Total Revenues	\$ 179,142	\$ 0	\$ 0	\$ 179,142
Total Personnel Expenditures	20,120	0	75,159	20,120
Total Benefits Expenditures	5,437	0	18,859	5,437
Total Contract Expenditures	107,400	0	249,500	107,400

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City of Craig

Revenue and Expense YTD & Budget

December 27, 2023

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	2,116	0	12,500	2,116
Total Utilities Expenditures	158	0	500	158
Total Repairs & Maint Expenditures	203	3,217	8,500	3,420
Total Other Expenditures	4,702	0	5,802	4,702
Total Capital & Debt Expenditures	35,831	0	136,841	35,831
Total Expenditures	<u>\$ 175,967</u>	<u>\$ 3,217</u>	<u>\$ 507,661</u>	<u>\$ 179,184</u>
Excess Revenue Over (Under) Expenditures	<u>\$ 3,175</u>	<u>\$ (3,217)</u>	<u>\$ (507,661)</u>	<u>\$ (42)</u>

Harbor

Total Revenues	\$ 206,633	\$ 0	\$ 0	\$ 206,633
Total Personnel Expenditures	80,439	0	195,063	80,439
Total Benefits Expenditures	53,526	0	106,975	53,526
Total Contract Expenditures	1,000	1,000	1,200	2,000
Total Travel & Expenditures	2,575	1,319	2,500	3,894
Total Materials Expenditures	6,944	(8)	13,875	6,936
Total Utilities Expenditures	24,570	0	36,942	24,570
Total Repairs & Maint Expenditures	7,424	(608)	18,000	6,816
Total Other Expenditures	19,866	0	26,619	19,866
Total Capital & Debt Expenditures	0	(16,315)	163,000	(16,315)
Total Expenditures	<u>\$ 196,344</u>	<u>\$ (14,612)</u>	<u>\$ 564,174</u>	<u>\$ 181,732</u>
Excess Revenue Over (Under) Expenditures	<u>\$ 10,289</u>	<u>\$ 14,612</u>	<u>\$ (564,174)</u>	<u>\$ 24,901</u>

JTB Industrail Park

Total Revenues	\$ 541,524	\$ 0	\$ 0	\$ 541,524
Total Personnel Expenditures	87,796	0	117,394	87,796
Total Benefits Expenditures	33,512	0	62,051	33,512
Total Contract Expenditures	0	0	2,200	0
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	7,746	8,156	22,600	15,902
Total Utilities Expenditures	34,296	0	44,600	34,296
Total Repairs & Maint Expenditures	5,306	(1,558)	12,500	3,748
Total Other Expenditures	13,737	0	21,081	13,737
Total Capital & Debt Expenditures	125,803	(977)	66,000	124,826
Total Expenditures	<u>\$ 308,196</u>	<u>\$ 5,621</u>	<u>\$ 348,426</u>	<u>\$ 313,817</u>
Excess Revenue Over (Under) Expenditures	<u>\$ 233,328</u>	<u>\$ (5,621)</u>	<u>\$ (348,426)</u>	<u>\$ 227,707</u>

Ward Cove Cannery

Total Revenues	\$ 3,399	\$ 0	\$ 0	\$ 3,399
Total Personnel Expenditures	0	0	54	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	150	0	0	150
Total Utilities Expenditures	1,115	0	2,000	1,115

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City of Craig

Revenue and Expense YTD & Budget

December 27, 2023

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Total Repairs & Maint Expenditures	0	0	0	0
Total Other Expenditures	1,758	0	2,732	1,758
Total Capital & Debt Expenditures	159,312	0	175,000	159,312
Total Expenditures	<u>\$ 162,335</u>	<u>\$ 0</u>	<u>\$ 179,786</u>	<u>\$ 162,335</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (158,936)</u>	<u>\$ 0</u>	<u>\$ (179,786)</u>	<u>\$ (158,936)</u>
GF Revenue				
Total Revenues	\$ 3,485,021	\$ 0	\$ 4,633,332	\$ 3,485,021
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) Expenditures	<u>\$ 3,485,021</u>	<u>\$ 0</u>	<u>\$ 4,633,332</u>	<u>\$ 3,485,021</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) Expenditures	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Other Fund Sources	220	0	0	220
Other Funding Sources/Outflows	220	0	0	220

City of Craig
02a. Craig Gov Rev

December 27, 2023

	M-T-D Actual	Y-T-D Actual	Budget	Over(Under) Budget	% of Budget
01 00.4000.00 000 Property Tax	(863)	698,745	715,500	(16,755)	98
01 00.4050.00 000 Sales Tax	20,127	1,287,021	1,405,500	(118,479)	92
01 00.4051.00 000 1% Sales Tax for School	0	0	350,850	(350,850)	0
01 00.4052.00 000 Alaska Remote Sales Tax	0	119,006	175,000	(55,994)	68
01 00.4053.00 000 1% Sales Tax Pool & Rec	0	0	350,850	(350,850)	0
01 00.4054.00 000 Fuel Sales Tax	0	139,409	0	139,409	0
01 00.4060.00 000 Liquor Sales Tax	0	77,466	120,000	(42,534)	65
01 00.4065.00 000 Transient Room Tax	0	19,925	27,500	(7,575)	72
01 00.4070.00 000 Property Tax Penalties	0	(152)	0	(152)	0
01 00.4080.00 000 Sales Tax Penalties	123	5,222	0	5,222	0
Total Local Taxes	19,387	2,346,642	3,145,200	(798,558)	75
01 00.4100.00 000 Property PILT Funding	0	342,823	300,000	42,823	114
01 00.4110.00 000 State Revenue Sharing	0	0	75,000	(75,000)	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	349,290	200,000	149,290	175
01 00.4120.00 000 Shared Fish Tax - DCED	0	0	2,000	(2,000)	0
Total State Revenue	0	692,113	581,000	111,113	119
01 00.4220.00 000 EMS Service Fees	0	8,628	50,000	(41,372)	17
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	2,444	19,426	50,000	(30,574)	39
01 00.4270.00 000 Library Fees	0	28	500	(472)	6
01 00.4275.00 000 Recreation Revenue	296	7,908	25,000	(17,092)	32
01 00.4280.00 000 Senior Card Fees	100	710	2,000	(1,290)	36
01 00.4620.00 000 Taxi Permit Fees	0	0	100	(100)	0
01 00.4640.00 000 Building Permit Fees	0	300	2,500	(2,200)	12
01 00.4644.00 000 Access Permit Fees	0	3,223	5,500	(2,277)	59
01 00.4645.00 000 Subdivision Fees	0	60	0	60	0
01 00.4646.00 000 PSN Road Maintenance	0	0	40,000	(40,000)	0
Total Permits & Fees	2,840	40,283	151,600	(111,317)	27
01 00.4300.00 000 Property Lease/Rentals	0	17,930	53,000	(35,070)	34
01 00.4400.00 000 Material Sales	0	0	500	(500)	0
Total Local Revenue	0	17,930	53,500	(35,570)	34
01 00.4700.00 000 Police-Fines,Citation	0	3,445	12,000	(8,555)	29
01 00.4701.00 000 Vehicle/Animal Impound Fees	0	375	0	375	0
01 00.4703.00 000 Motor Vehicle Commision	3,525	28,626	60,000	(31,374)	48
01 00.4650.00 000 State Trooper Dispatch	(1,625)	1,625	7,200	(5,575)	23
01 00.4660.00 000 State Jail Contract Revenue	259,291	319,551	550,000	(230,449)	58
01 00.4665.00 000 Klawock Dispatch	0	22,120	63,832	(41,712)	35
01 00.4670.00 000 Forest Service Dispatch	0	6,000	3,000	3,000	200
Total Public Safety Funds	261,191	381,742	696,032	(314,290)	55
01 00.4820.00 000 Interest Income (A/R)	(179)	4,639	1,000	3,639	464
01 00.4900.00 000 Misc Revenue	173	1,672	5,000	(3,328)	33
Total Other Revenue	(6)	6,311	6,000	311	105
Total Revenues	\$ 283,412	\$ 3,485,021	\$ 4,633,332	\$ (1,148,311)	\$ 75

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Portfolio Overview

BEGINNING VALUE
+ ACCRUED **\$14,738,854**

TRANSFERS IN/
OUT **-\$3,428**

REALIZED GAINS/
LOSSES **-\$633**

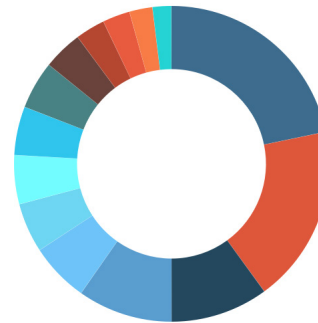
CHANGE IN
MARKET VALUE **\$830,592**

INTEREST INCOME **\$10,081**

DIVIDEND INCOME **\$1,320**

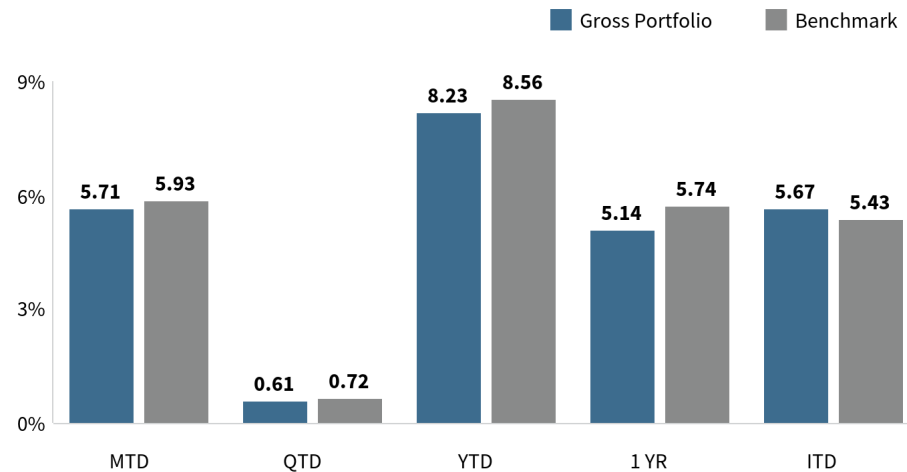
ENDING VALUE +
ACCRUED **\$15,576,786**

Portfolio Composition



- U.S. Large Cap Equity **21.8%**
- U.S. Fixed Income **18.2%**
- U.S. Mid Cap Equity **10.0%**
- Alternative Beta **9.7%**
- Developed International Equity **6.1%**
- Infrastructure **5.1%**
- U.S. Small Cap Equity **5.0%**
- U.S. High Yield Fixed Income **5.0%**
- International Fixed Income **4.9%**
- Emerging Market Equity **4.0%**
- REITs **3.0%**
- Commodities **2.8%**
- Cash **2.4%**
- TIPS **1.9%**

Investment Performance



Performance is annualized for periods greater than one year. Inception to date performance begins September 01, 2001.

Past performance is not indicative of future results.

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Portfolio Overview

BEGINNING VALUE
+ ACCRUED **\$2,437,812**

TRANSFERS IN/
OUT **\$148,723**

REALIZED GAINS/
LOSSES **\$0**

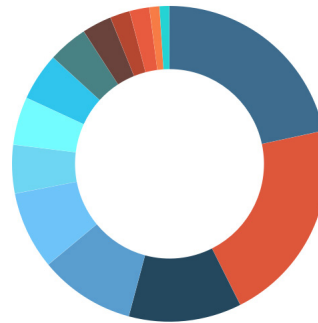
CHANGE IN
MARKET VALUE **\$98,616**

INTEREST INCOME **\$1,550**

DIVIDEND INCOME **\$3,065**

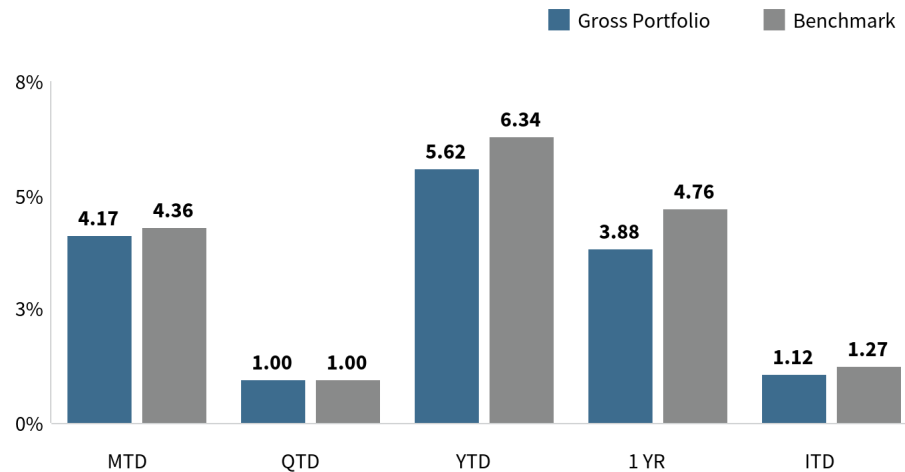
ENDING VALUE +
ACCRUED **\$2,689,765**

Portfolio Composition



- U.S. 1-5 Gov / Credit **21.6%**
- U.S. Fixed Income **21.0%**
- U.S. Large Cap Equity **11.6%**
- Alternative Beta **9.8%**
- U.S. High Yield Fixed Income **8.0%**
- International Fixed Income **5.0%**
- Cash **4.9%**
- TIPS **4.9%**
- Developed International Equity **4.1%**
- U.S. Mid Cap Equity **3.0%**
- Infrastructure **2.0%**
- U.S. Small Cap Equity **2.0%**
- REITs **1.0%**
- Emerging Market Equity **1.0%**

Investment Performance



Performance is annualized for periods greater than one year. Inception to date performance begins April 01, 2022
Past performance is not indicative of future results.

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CITY OF CRAIG MEMORANDUM

To: Mayor Smith and the Craig City Council
From: Mary Salazar, City Clerk
Date: December 29, 2023
RE: January Staff Report

2024 Senior Citizen/Disabled Veteran Property Tax Exemption:

1. Application Status: I have diligently worked to advertise the Senior Citizen/Disabled Veterans Property Tax Exemption as we are approaching the upcoming January 15th deadline. To date, we have received a total of 48 applications from a mailing list of 82 recipients. As of December 28th, a second letter and application were mailed to individuals from my list that I have not received an application from.
2. Expanded Mailing List: In an effort to reach a broader audience, I undertook a comparative analysis of the Senior Sales Tax card list from the past few years against my existing mailing list of seniors. This review led to the addition of 30 individuals to our mailing list, enhancing our outreach capabilities.
3. Veterans Outreach: While the application has gained responses from seniors, it has come to my attention that we have not yet received applications from any veterans. In response, I proactively reached out to the Prince of Wales Veterans of Foreign Wars (VFW) to ensure that eligible veterans are aware and have access to the application.

Property Taxes

With Marva Otos scheduled to be on-site January 8-12, I will be collaborating with our Finance Director to undergo training in sending out delinquent property tax notices and acquire in-depth knowledge of the foreclosure process, including legal and procedural aspects. This training opportunity will contribute significantly to expanding my skillset as the City Clerk.

New iPads:

The iPads have been delivered and we are awaiting a shipment for protective cases. The estimated date of delivery is January 19th. As soon as the iPads are ready to be distributed, a brief training on functionalities of the new devices will be held, and the old ones will be collected.

City Clerk Duties:

The majority of the clerk's duties consist of compiling information for the council; council meeting set up; preparing council packets; staff reports; creating council meeting minutes; and posting resolutions and ordinances.

Next Craig City Council Meeting:

There will only be one meeting for the month of January, so the next scheduled meeting will be held February 1, 2024.

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council

From: Samantha Wilson, City Planner

Date: December 29, 2023

RE: Planning Department Staff Report – January 2023

1. Grant Reporting:
 - a. Capital Projects List Memo & Updated List Revision
 - b. SHSP & EMPG:
 - i. SHSP FY 2023: research and preparation for procurements.
 1. Ammonia response 24 hr in-person class (two potential vendors contacted)
 2. Hazwoper classes (online available)
 3. Air cascade system upgrades (vendors investigated)
 - ii. Landslide Disaster Assistance Grant: application, meetings, follow-up.
 - c. EPA Congressionally Directed Spending Grant: preapplication in progress.
 - d. POWER Grant: ATLAS results indicated reportable levels of lead and potential leaching. Outreach to local landfill. Draft updated RFP.
2. Property Tax Exemption: research, discussion with assessors, and written memo.
3. Army Corps Maintenance Permits:
 - a. False Island Industrial dock fender piling replacement
 - b. Craig City float ramp piling replacement
4. Planning Commission:
 - a. Advertising Planning Commission seat.
 - b. Review of Replat



To: Craig City Council

From: Hans Hjort, Harbor Master

Date: December 28, 2023

RE: January staff report

Harbor department report January 2024

- We are hoping to get Wyatt Refrigeration here toward the middle of the month to install a new compressor as well as a new evaporator in the ice bin. The project will require some electrical work as well. Tongass Electric will be doing that part of the project.
- Weather has kept us from working on the 50ft finger that we are going to be rebuilding. We have all the tools and supplies ready to do the project. It has just been a matter of having a full crew, the support vessel, and decent weather all line up. So far it hasn't. We will continue to try.
- The lumber for the cannery board walk decking has been milled and delivered. The lumber for the framing will take about 7 weeks to mill and pressure treat. We hope to start on the project as soon as the lumber arrives.
- We started changing the wheel on the haul out trailer. We installed a new wheel seal. As we were putting everything back together, we found that Brownell had sent us the wrong wheel. The wheels and tires are custom made for the machine. The tires are filled with a heavy foam that sets up inside the tire. When we made the order, it took Brownell almost a year to get us two wheels and tires. We installed one wheel this fall. We hadn't noticed that the hub pattern on the second new wheel was different. Brownell is going to have us send the wheel and tire back to Massachusetts. They do not know when they will be able to get us another wheel and tire. For now the both wheel seals are changed and the trailer is perfectly functional at this time.
- We are in the process of installing a snow plow on one of the Harbor trucks. We will be able to plow our own facilities as well as assist Public Works.

CITY OF CRAIG MEMORANDUM



Date: 12/29/2023
To: Honorable Kasey Smith, Craig City Council
Fr: RJ Ely, Police Chief
Re: Staff Report / December 2023 *RJ Ely*

ACTIVITY

Activity from November 29, 2023 through December 28, 2023 the Dispatch Center took the following amount of calls for service:

Craig	575
Klawock	99
AST	6

DEPARTMENT OF MOTOR VEHICLES

Maggie Gore will Attend Training, January 2024 in order to be able to administer Class D Road Examinations.

DISPATCHER(S)

Fully Staffed

OFFICER(S)

Andrew "Drew" Richter has been sworn in, has started his 16 week Field Training. Richter is paired with Sgt. Page, for this training.

Addam Parsons has been sworn in, has started modified training. Parsons is paired with me, for training, but as he is confirmed to attend the Police Academy in January of 2024, his training is different than Richter's.

Sometime next week, if all goes well, hope to make an offer to fill open police officer positions.

Am close to filling the Code Enforcement Position and should know next week if it works out.

OTHER

Seeking out grants for upgrading our current radio paging system.

All officers obtained AED / CPR / First Aid Certifications. Dispatcher will get their training, first part of January 2024.

Almost completed new DOC/Department of Corrections Budget Submittal Process. The Finance Director and Sgt. Page have assisted on this painful process but should be done soon.

Staff Report – Library – Stephanie Merritt

Library Services Statistics

Patron Visits : 530	Wifi Users : 255
Circulation : 988	InterLibrary Loan : 7
Alaska Digital Library Checkouts : 219	Free Items : 39
Computer Usage : 56	Volunteer Hours : 24 hrs

Programming

Winter Reading Program

December

- 91 people have signed up for the Winter Reading Program.
- The library offered a gift-wrapping station and snowflake making craft workshop during the month of December. Roughly 25 people have participated in the craft and 15 people have used the gift-wrapping station.

January

- New free books will be added as incentives for the Winter Reading Program. Books were purchased through the Scholastics Literacy Partnership.
- On the 13th, there will be a Bullet Journal Workshop taught by Christina Barlow.
- New craft learning bags will be available for adults and teens to check out from the library. Each bag will have books about a craft (e.g. knitting, watercolor, etc.) and the supplies to do the craft.

Grants

Homebound Senior Library Access Program (ALA Libraries Transforming Communities Grant)

- 17 people who meet the requirements for this program have signed up. Participants must be +65, a resident of POW, and have difficulty leaving their home.
- 10 of the tablets we are giving out have arrived. The next step will be to configure the tablets and train caregivers on how to use the Alaska Digital Library.

Building Maintenance

- The bathroom stalls were painted in both restrooms.

Projects

- Inventory will take place the 15-20th of January. The library will be closed to the public during that time.

Public Works Report December 2023

Streets & Drainage:

- a. Culvert and Road Maintenance at Port Saint Nick Ongoing.
- b. Snow plow and Sander have only had to be used one day so far in December. Ready for use if weather gets worse.
- c. Several after hours responses to clearing roads of tree debris.

Sewer:

- a. Monthly Sludge processing.
- b. Monthly sampling.
- c. Have all materials for temp waterproofing of conditioned areas in sewer plant. Will have temp fix installed by end of January.
- d. Working through loan application for new roof on Sewer treatment plant. Council approved resolution 23-16. All documentation is submitted to State revolving fund. Public works staff is working to get Bid solicitation out for public bid in January/February.

Water:

- a. Continuing to perform monthly and quarterly sampling as scheduled. Took sample from two locations in the City on December 11. Both samples were within guidelines for state/federal drinking water.
- b. Have quote for additional repair materials for future water line breaks. Working on finding funds to purchase.
- c. Working through loan with state revolving fund to upgrade our SCADA system and get both VFDs upgraded to have two working pumps. Request for proposals going out for bid in First two weeks of January.
- d. Monthly data reported to DEC.
- e. Monthly reports to DNR/ received updated operating permit of Dam for 2024.

Solid Waste:

- a. Garbage service operating smoothly with part time employee.
- b. Minor repairs to side load garbage truck over next few months. Should not affect service.
- c. New 45gal bear proof cans sent to City free of charge to see if we would like to purchase a second option.

Routine operations:

- a. Monthly meter reads and rereads.
- b. RV station winterized and out of use until next year.
- c. Public Works equipment repairs as needed.
- d. Weekly safety meetings.
- e. Continuing Training Brian on garbage routes.
- f. Equipment regular maintenance getting performed.
- g. Have room in budget for part time mechanic, have applicant interview first week in January.
- H. New Facilities worker starts January 2nd to replace Terry Kelley.

Administrative:

- a. Discussion between City administrator and public works for software to model water usage, rate structure, future set aside for repair, etc. Company named "waterworth". Had teleconference with Waterworth have budget for annual service. At first glance does not seem like good fit for City of Craig.
- b. 3 employees working towards commercial drivers license. Ongoing.

Port St. Nick:

- a. Rain event on 11-20-23 led to several creeks running over the road. Have since cleaned up bulk of flooding damage.
- b. Slide at 62 pit. Cleared road enough to be useable. Shaan Seet has cleaned up shoulders balance of work will take place in better weather.
- c. Plugged culvert at mile 4.5 PSN road South east road builders installed emergency fix to protect properties and City water line.
- d. Public Works and Planning met with state and federal agencies to show extent of damage suffered by City of Craig. Request for aid ongoing.
- e. Conversation taking place to discuss engineering support to review and make recommendations for future solutions. Ongoing.

Parks and public facilities:

- a. Public works director now 100% in charge of Parks and Public Facilities.
- b. Columbarium is set to be in Craig by March 1st. and installed shortly after.

c. Daycare project ongoing. New flooring installed. New dishwasher on site. Facilities crew has met with floor covering contractor and day care operator to ensure any work needing to be done by facilities is scheduled.

d. Burn Pit is being monitored by PD again as necessary. Have asked Convergent to quote a new system that can be monitored in real time at remote locations. Hoping to have quote by February.

e. Fred Hamilton funeral Feb 22. City to help with burial and also install new military headstone for Rhonda Whitmore.

f. Sprinkler contractor on island to make repairs at Peace Health building and conduct annual inspections for other city buildings in one trip.



Senator Murkowski's statement after terrorist attacks on Israel

12.15.23

Landmark: “Landless” Legislation Passes Committee for First Time in History

Washington, DC – For the first time ever, the Senate Energy and Natural Resources Committee has favorably reported a bill to right a historical injustice made when five Alaska Native communities were omitted from the 1971 settlement of indigenous claims in Alaska. The bill, the Unrecognized Southeast Alaska Native Communities Recognition and Compensation Act, amends the Alaska Native Claims Settlement Act (ANCSA) to grant the Alaska Native communities of Haines, Ketchikan, Wrangell, Petersburg, and Tenakee equitable land ownership and the right to form an Urban Corporation. The measure will provide these “Landless” communities with the rights and benefits of ANCSA recognition, including ownership of culturally relevant lands.

The Unrecognized Southeast Alaska Native Communities Recognition and Compensation Act is sponsored by Senator Lisa Murkowski (R-AK). Senator Dan Sullivan (R-AK) is a cosponsor, and Representative Mary Peltola (D-AK) has

introduced companion legislation in the House of Representatives. During the markup, several Alaska Native leaders were present in the ENR hearing room to support the committee's passage of the legislation [by voice vote].

"Five southeast Alaska Native communities were left out of ANCSA, hampering their ability to support development and opportunity while protecting their traditional ways of life. Alaskans have been trying to right this wrong for 51 years, and I'm so pleased to have worked with so many over the years to right this wrong," **said Senator Lisa Murkowski.** "I also thank my colleagues for supporting our Landless legislation, allowing for this critical legislation to head to the full Senate for consideration. Today was a critical step, and I will do everything I can to see this through."

"We're so happy of the work that Senator Murkowski has done to advance our cause, which has been going on for 51 years," **said Cecilia Tavoriero, Petersburg Landless and Chair of the Southeast Alaska Landless Corporation board.** "We want to cross the finish line, and we're just elated and happy today. So folks back home, please keep sending positive thoughts and prayers."

"We want to thank Senator Murkowski and the Alaska delegation for their support," **said Randy Williams, Ketchikan Landless and Southeast Alaska Landless Corporation board member.** "It's been a long battle. Senator Murkowski has stayed the course with us for all these years and we certainly appreciate the effort that she's made to make this happen."

"I am just so proud to be here in Washington, D.C. for this momentous occasion, reaching a milestone for 4,400 of our brothers and sisters of the landless communities to receive recognition under the Alaska Native Claims Settlement Act," **said Todd Antioquia, Goldbelt, Inc. board member.** "There's still a lot of work to be done and we so appreciate the leadership of Senator Murkowski and

the rest of the Alaska delegation that support us across Congress. We look forward to working with all of our brothers and sisters across the region to push this over the finish line. Gunalchéesh.”

The lands selected for conveyance to the new ANCSA Native Corporations were chosen in consultation with the Alaska Native communities, affected communities, local stakeholders, the U.S. Forest Service, and the public to allow for consideration of existing land uses. Consistent with ANCSA, 23,040 acres will be conveyed to each community to form a Native Corporation. The total amount of land to be transferred equals roughly 115,000 acres and will account for less than 0.7% of the Tongass National Forest’s 17 million acres.

###

Alaska USPS shipping rates could see significant increases next year

By Sean Maguire

Updated: 20 hours agoPublished: December 15, 2023



Packages are sorted in the Anchorage main office of the U.S. Postal Service on Dec. 14, 2018. (Loren Holmes / ADN)

Alaskans could pay significantly more next year for certain shipping services due to two price increases planned by the U.S. Postal Service.

In an attempt to reverse a projected \$160 billion loss over the next 10 years, the postal service announced it was planning [a 5.7% average price hike](#) in 2024 for some shipping options. [An online notice](#) states that customers using USPS Ground Advantage for shipping [within Alaska](#) would see a 9.2% average increase.

The price increases are set to take effect Jan. 21, but some Alaska shipping rates from Outside could then rise again starting in July.

USPS uses shipping zones to measure the distance a package travels for certain shipping options. Effectively, the greater the distance, the higher the price.

Last month, the Postal Service announced that it is planning to establish [a new postal Zone 10](#), which would encompass Alaska, Hawaii and U.S. territories such as Puerto Rico. The new postal zone would see a price hike, but it would not be across the board.

Mail sent to Alaska would be affected by the higher prices. Mail sent from Alaska to the Lower 48 would not. Mail sent from Alaska to Hawaii and U.S. territories would be affected.

The higher prices would apply to Priority Mail Express, Priority Mail and USPS Ground Advantage. They would not apply to flat rate shipping.

Most destinations that Alaskans receive mail from in the Lower 48 fall under Zone 8 pricing. The Postal Service stated that Zone 10 prices are intended to be 5% higher than Zone 8 prices after January's rate increase, according to [a notice](#) filed online.

A package that weighs half a pound and is mailed from New York City to Anchorage using Priority Mail Express would currently fall under Zone 8 prices and cost \$43.70. After the January price hike and the establishment of Zone 10, the same package would cost \$48.60 – an 11% increase.

Packages that travel shorter distances to Alaska from the Lower 48 would see higher rate increases. A package that weighs half a pound and is sent from Seattle to Anchorage with Priority Mail Express would go from Zone 6 to Zone 10 prices, and increase from \$38.15 today to \$48.60 in July – a 27% price hike.

In [an online notice](#), USPS stated that the new postal Zone 10 would align the Postal Service with its competitors “who currently have separate zones for offshore destinations.”

“The Postal Service recognizes the possibility that customers or representatives of certain offshore locations may voice concerns regarding the impact of price increases from the establishment of Zone 10 pricing,” the notices states. “However, the Postal Service will continue to offer the lowest published prices in the industry for these destinations.”

James Boxrud, a spokesperson for USPS, said that the plan to establish a new offshore postal zone is part of the [Delivering for America](#) plan, referring to the Postal Service's 10-year goal to reverse projected multibillion-dollar losses.

Alaska's congressional delegation is set to join with representatives from Hawaii and U.S. territories to request that the Postal Regulatory Commission reject the

establishment of a new postal zone. Republican U.S. Sen. Dan Sullivan said that he would meet with U.S. Postmaster General Louis DeJoy soon to voice his concerns.

“This proposed increase in rates for Alaska and other non-contiguous states and territories is outrageous. No state, including Alaska, should be punished by our own federal government because of geography,” Sullivan said in a prepared statement. “These hikes have the potential to severely negatively impact Alaskans — already reeling from inflation — who are more reliant on the USPS for basic goods and services than other Americans.”

In 2020, DeJoy [floated a plan](#) to cut funding for Alaska’s bypass mail program, which reduces costs for cargo shipments to rural Alaska. The idea was shelved after the newly appointed postmaster general heard concerns from Alaska’s congressional delegation.

Anyone wishing to comment on the plan to establish a new postal zone for Alaska, Hawaii and U.S. territories can head to the Postal Regulatory Commission website at prc.gov. Click on the “file online” tab under the “how to participate” dropdown menu. Click on “access E-filing,” create an account and file a comment on [Docket No. CP2024-72](#).

The deadline to submit a comment has been extended to Jan. 4.



RECEIVED

DEC 19 2023

Craig Waverunners Swim Club
P.O. Box 877
Craig, AK 99921
craigwaverunners@gmail.com

December 18, 2023

Dear City of Craig,

The Craig Waverunners Swim Club 2023-2024 season is well underway! The team ranges in age from 6-18 years. Some are just starting out on the team and some are long-time members. Our vision is to continually strive to provide a safe, fun, high quality, competitive youth swim program that fosters a life-long love of the sport of swimming. In addition, our swim club offers an after-school program that keeps youth engaged and celebrates individual and team accomplishments.

You may remember that last year our team asked local businesses and individuals for donations in order for the club to cut monthly dues in half to open the team up to families who are financially disadvantaged. That drive worked! We are proud to report, we have been able to maintain low dues for this season. We would like to continue this effort so that any child who would like to be a waverunner has the opportunity.

In order for the Waverunners to meet our annual costs of coach stipends, pool rental fees and equipment needs, we need to fundraise. **This year we are asking local businesses to become team sponsors which will help us meet our annual budget costs and continued low monthly dues.** Our sponsorship levels are listed below.

Bronze Level: \$100-\$249 donation, listing on our website and at the pool as a Bronze Level Sponsor

Silver Level: \$250-\$499, listing on our website and at the pool as a Silver Level Sponsor

Gold Level: \$500.00 and over, listing on our website and at the pool as a Gold Level Sponsor:

Please check out our website at www.teamunify.com/akcwsc

The Craig Waverunners Swim Club is a non-profit organization as described in Section 501(c) 3 of the Internal Revenue Service. 100% of donations to our organization are tax-exempt. If you are interested in donating, please mail checks/cash in the return envelope provided.

Thank you for your time and consideration. Go Waverunners!

Craig Waverunners Volunteer Parent Board,

Annelle Maygren, President
Melissa Bergtold, Vice President
Lacie Lester, Treasurer
Amy Hjort, Secretary
Becki Reynold, Board Member
Nicole Nelson, Board Member

From: [Julie Ann Decker](#)
To: [City Clerk](#); [Brian Templin](#)
Cc: [Julie Ann Decker](#); [Nicole Kimball](#)
Subject: action to support Alaska seafood industry
Date: Friday, December 22, 2023 10:24:31 AM
Attachments: [Status of the AK seafood industry 2023-12-22 FINAL APPROVED.pdf](#)
[PSPA position to improve global seafood competitiveness and resilience of the Alaska Seafood Industry 2023-10.pdf](#)
[UFA 2024 Policy Platform 2023-10-24.pdf](#)
[Resolution - Alaska Seafood Competitiveness - DRAFT 2023-12-19.docx](#)

Dear Mayor Smith and Administrator Templin,

I am sure you are aware of the challenges facing the Alaska seafood industry right now and how it is negatively impacting Craig.

The Pacific Seafood Processors Association (PSPA) is working with a variety of stakeholders to provide information and actions at the federal government that can help turn things around. United Fishermen of Alaska (UFA) has a similar policy platform.

I have attached the following documents, for your information and use:

- Status of the Alaska Seafood Industry – Summary of the problem and federal government solutions
- PSPA Position to Improve Global Competitiveness and Resilience in the Alaska Seafood Industry
- UFA National Policy Platform
- Resolution - DRAFT

Please consider sending a resolution (draft attached) or letter supporting the federal actions outlined in the attached positions to the Alaska Congressional Delegation and Governor Dunleavy.

I'd be glad to touch base by phone as we work through this and to better understand your immediate concerns, so please feel free to call or email me. I will be working through the holidays.

Julie Decker, President
Pacific Seafood Processors Association (PSPA)
Cell: 907-305-0586
julied@pspafish.net





2023: A perfect storm of economic circumstances hits Alaska seafood

Many coastal communities in Alaska depend on Alaska seafood for food security and for an economic foundation that sustains their economies. Often, the health of the Alaska seafood industry and the health of these communities are interdependent. In 2023, the culmination of multiple economic factors has created dire economic conditions, resulting in a free-fall of seafood prices, millions of dollars in losses and, in some cases, processors had to stop buying fish to reduce further losses.

Experts estimate the state and its coastal communities lost \$2 billion in 2023: \$1 billion in lost first wholesale revenues and \$1 billion in decreased spending on vessels and facilities. Fishermen and processors have borne the brunt of these impacts to date. With conditions [unlikely to notably improve in 2024](#), the effects will continue to affect communities and more businesses and residents across the state. The Alaska seafood industry is facing economic conditions unlike any since the collapse of salmon value in the 1990s, except this time, it is across multiple species.

The higher standards in the U.S., for fisheries management, environmental and social considerations, and worker safety, mean it costs more to produce seafood compared to countries with lower standards. In Alaska, those costs are even higher due to the remote location of most of the fisheries and processing operations. These safeguards help keep our fisheries sustainable and ethical, yet, we face an uneven playing field from countries that harvest seafood without similar regulatory costs.

Today's problems are a result of the confluence of at least a dozen global and national economic factors occurring simultaneously, a few of which include:

1) Increased costs

- Total statewide wages for seafood processing workers increased [30% from 2021 to 2022](#). They had previously [doubled from 2002 to 2020](#).
- Operational costs for fishermen and processors increased due to historically high inflation in 2021 and 2022.
- Shipping [costs increased between 113% and 1000%](#), depending on route, 2020 to 2022.
- Supply chain of custody costs to ensure the sustainability and social responsibility of US fisheries mainly due to other 'bad actors', such as China
- Cost of compliance with U.S. environmental standards relative to other countries

2) Excess inventories of several abundant species harvested in Alaska and other countries in 2022 and 2023, including sockeye and pink salmon, sablefish, and pollock, [which will likely continue into 2024](#).

3) [Decreasing demand](#) as consumers react to inflation and post-COVID conditions

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721 W. 1st Avenue
Suite 100
Anchorage, AK 99501
907 223 1648

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222 Seward Street
Suite 200
Juneau, AK 99801
907 586 6366

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Suite 205
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202 431 7220

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- 4) **Russian war on Ukraine**, leading Russia to sell seafood on the global market at historically low prices in 2023 to secure cash, lowering seafood value overall
- 5) **Unfair trade policy**, including key trade relationships that reduce the value of Alaska seafood relative to other countries with lower tariffs. This includes Russia's 2014 ban on importing US seafood into Russia, while [Russia exports its seafood to the U.S. via China](#)

Clearly, there's much that must be done to stabilize Alaska's seafood industry, beginning with good information about the problems we are facing today. That's why the [Board of the Alaska Seafood Marketing Institute explained the "extraordinary circumstances"](#) from a market perspective, and the [United Fishermen of Alaska hosted and recorded a webinar](#) with seafood processors to discuss the current challenges of seafood markets. While many must take measures to survive, we need to look beyond today and toward a future in which everyone thrives. Alaskans need to create a public dialogue about the problem and the solutions in Alaska's fishing communities, Juneau, and Washington DC. At the federal government level, [PSPA has identified several changes](#) that would help:

1. Improve and expand existing agency functions that support US seafood, including:

- Improve coordination and collaboration across multiple federal agencies that affect the economic viability of Alaska seafood via the implementation plan for NOAA's National Seafood Strategy
- Include seafood in USDA Foreign Agricultural Service trade missions
- Increase government purchases of Alaska seafood
- Improve government policies to assist in recapitalization, vessel construction, tax structures, workforce accessibility, energy, and infrastructure
- Increase government funding for new product development, testing, promotion, and marketing of US produced seafood

2. Integrate US seafood production into national food policy strategies and USDA programs designed to support domestic food production, including:

- Create an Office of Seafood Policy and Program Integration within USDA to fully integrate US seafood into USDA policy strategies and programs
- Expand eligibility of USDA low-interest loans or loan guarantees to fishermen and processors
- Fully integrate seafood and seafood nutritional guidance into national strategies for improving public health and nutrition

3. Restore fairness and reciprocity for international trade in U.S. seafood products, including:

- Embed seafood expertise and leadership in the office of the U.S. Trade Representative to elevate seafood in trade agreements
- Improve trade policy via USTR and other agencies to create a more reciprocal tariff structure for seafood exports and imports
- Develop more effective tools, like harvest certificates, for monitoring supply chain traceability and deterring Illegal, Unreported, and Unregulated (IUU) fishing
- Resolve the unbalanced and unfair seafood trade relationship between Russia and the U.S., including support for the Alaska delegation's efforts to block imports of Russian seafood processed in China or other countries



PSPA Position to Improve Global Competitiveness and Resilience of the Alaska Seafood Industry October 2023

Alaska seafood currently faces exceptional national and international challenges including trade policy and non-reciprocal tariffs that favor other nations, high global supply and existing unsold inventory for salmon and whitefish throughout the entire supply chain, high relative costs due to inflation and other factors, reduced consumer demand post-pandemic, and foreign seafood competitors that are less regulated, less sustainable, and have lower operating costs than domestic seafood producers. These global market factors directly affect the value of Alaska seafood, whether it is sold in the U.S. or exported. The recent confluence of events has lowered the value of commercial seafood across the nation, including for Alaska, and resulted in market collapse. While some challenging market conditions will improve over time, the need for federal governmental agency leadership and collaboration (Department of Commerce/NOAA, USDA, USTR, FDA) to recognize, elevate, and support the domestic seafood industry is necessary to improve our overall competitiveness and resilience, as is the need to fully maintain core data collection efforts that form the foundation of the management structure.

The Alaska seafood industry is made up of thousands of small and independent fishermen businesses, processing businesses, support businesses including transportation, brokers, buyers, and marketing for consumer/retail markets, and rural coastal communities (many of which are not accessible by road). Their well-being, as well as Alaska's economy, depends on the competitiveness and resilience of the entire Alaska seafood supply chain. Alaska produces approximately 5 billion pounds of sustainable seafood every year – more than 60% of U.S. harvested seafood – and is dependent on access to both U.S. markets and export markets to be viable. Improving the global competitiveness of Alaska's seafood benefits the entire seafood industry: harvesters, processors, support businesses, communities, and the state of Alaska.

Seafood is not currently integrated into many USDA policies or programs designed to ensure domestic food security, supply chain integrity, and support for harvesting and processing businesses, at the same level as terrestrial sources of protein. At the same time, the USDA's Dietary Guidelines for Americans and the Food and Drug Administration's Seafood Consumption Advice recommend increased fish consumption for a healthy diet, especially for pregnant women and children, yet domestic consumption remains less than half of the recommended levels for adults and significantly below the nutritional guidelines recommended for school-aged children via the National School Lunch Program. At the international level, the lack of domestic seafood recognition in U.S. trade policy objectives and priorities results in non-reciprocal trade relationships and market conditions that reduce the value of Alaska seafood relative to seafood-producing competitors in other countries with lower tariffs. While Alaska has absorbed significant costs in adhering to sustainable fisheries management requirements and building responsible supply chain management practices, Alaska seafood has incurred significant losses in export markets, undermining years of investment and making it increasingly difficult to rebuild a competitive position in global seafood markets.

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Suite 100
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PSPA and its member processors support efforts of the federal government to:

1. Improve and expand existing agency functions that support US seafood, including:

- Strengthen government planning for and execution of fisheries science and management, especially as needed to improve our understanding of and response to climate impacts on living marine resources
- Improve coordination and collaboration across multiple federal governmental agencies that affect the economic viability of Alaska seafood via the implementation plan for NOAA's National Seafood Strategy and Chapter 9 of the Trade Promotion Coordinating Committee's 2023 National Export Strategy
- Expand use of USDA Foreign Agricultural Service trade missions and other export market development assistance to include seafood
- Improve the efficacy (e.g., timing, scope) of and maintain or increase the use of government purchasing programs for Alaska produced seafood
- Improve the utility and applicability of governmental policies on recapitalization, vessel construction, tax structures, workforce accessibility, energy, and infrastructure
- Increase government funding for new product development, testing, promotion, and marketing of US produced seafood

2. Integrate US seafood production into national food policy strategies and USDA programs designed to support domestic food production, including:

- Create an Office of Seafood Policy and Program Integration within USDA to fully integrate US seafood into USDA policy strategies and programs designed to ensure domestic food security, supply chain integrity, and support for harvesting and processing businesses, similar to other terrestrial sources of protein; coordinate USDA seafood support programs with seafood-related programs of other agencies; and provide a point of entry for seafood producers to more effectively engage with USDA
- Increase re-investment in US seafood producers and related support businesses via expanding eligibility of USDA low-interest loans or loan guarantees to fishermen and processors
- Fully integrate seafood and seafood nutritional guidance into national strategies for improving public health and nutrition

3. Restore fairness and reciprocity for international trade in U.S. seafood products, including:

- Embed and improve seafood expertise and leadership in the office of the U.S. Trade Representative to coordinate seafood trade objectives among USTR offices, coordinate USTR seafood trade programs with seafood efforts of other agencies, and provide a point of entry for seafood producers to more effectively engage with USTR
- Improve trade policy via USTR and other agencies to create a more reciprocal tariff structure for seafood exports and imports, reduce burden and risk associated with non-tariff barriers, and develop more effective tools for monitoring supply chain traceability and deterring Illegal, Unreported, and Unregulated (IUU) fishing
- Resolve the unbalanced and unfair seafood trade relationship between Russia and the United States



UNITED FISHERMEN OF ALASKA

Mailing Address: P.O. Box 20229, Juneau AK 99802-0229

Phone: (907) 586-2820

E-mail: ufa@ufa-fish.org **Website:** www.ufa-fish.org

2024 UFA National Policy Platform

United Fishermen of Alaska (UFA) represents 37 commercial fishing organizations participating in fisheries throughout the state and the federal fisheries off Alaska's coast. UFA's mission is to promote and protect the common interest of Alaska's commercial fishing industry as a vital component of Alaska's social and economic well-being. Alaska seafood represents more than 60% of all seafood harvested in the U.S. and is a critical part of domestic food production, as well as export markets in about 100 countries worldwide. Alaska seafood is subject to global market factors that directly affect its value, whether it is sold in the U.S. or exported.

Alaska seafood currently faces exceptional national and global challenges including (1) trade policy and non-reciprocal tariffs that favor other nations, (2) high levels of supply and current inventory, (3) high operational costs and inflation, (4) reduced consumer demand, (5) and global competitors that are subject to less regulations with lower operating costs, but are also less sustainable than domestic seafood harvesters and processors. These challenges affect the economic viability of harvesting and processing businesses, and our local communities that are dependent on seafood commerce and fish landing taxes across the state of Alaska.

United Fishermen of Alaska (UFA) supports efforts to improve global competitiveness and resilience of the Alaska commercial seafood industry (including harvesters, processors, support businesses, communities and the state of Alaska). Achieving global competitiveness and resilience for U.S. seafood requires a multi-pronged approach across multiple government offices. For example, NOAA is currently creating an implementation plan for the National Seafood Strategy which necessitates collaboration across multiple national agencies that affect the viability of Alaska seafood. The Federal government's Trade Promotion Coordinating Committee issued the 2023 National Export Strategy that includes a chapter on Seafood Industries and highlights forthcoming efforts to improve interagency coordination and global market competitiveness for domestic seafood producers. To further coordinate and move that effort forward we strongly advocate for the creation of an ***Office of Seafood Policy and Program Integration*** within USDA.

In addition, we identify the following as UFA's National Policy statements.

1. Alaska seafood is a valuable component of national food security, health, and commerce.

Wild seafood from Alaska is responsibly harvested, and one of the best sources of essential nutrients. In Alaska we are incredibly proud of our sustainably managed commercial fisheries, and believe our sustainability distinguishes us from many foreign competitors. This message should continue to be pushed out to the American public to encourage more domestic consumption of U.S. seafood.

Seafood is nutritious, but Americans don't eat enough of it. UFA supports integrating seafood into national strategies for improving public health and nutrition. Updated guidance from the FDA recommends increased fish consumption for a healthy diet, especially for pregnant women and children. Current Dietary Guidelines for Americans recommend two to three servings of healthy seafood a week per person, yet domestic consumption rates remain less than half that level. The Government Accountability Office issued a 2022 report finding that nutritional guidelines recommend school-aged children receive between four and ten ounces of seafood per week, but the National School Lunch Program only delivers about three ounces of seafood per year to these students.

2. Integrate seafood into USDA policy strategies/programs and increase USDA Section 32 purchases of Alaska seafood. UFA advocates for integrating seafood into U.S. Department of Agriculture (USDA) policies and programs to help ensure domestic food security, supply chain integrity, and provide support for harvesting and processing businesses - similar to that already available to other domestic protein sources. The lack of recognition for domestic seafood in U.S. trade policy objectives and priorities results in market conditions that reduce the value of Alaska seafood and accessibility to global markets. This creates an unlevel playing field that harms domestically harvested Alaska seafood.

As a way to help level the playing field UFA appreciates and encourages increasing government purchases of Alaska seafood, e.g., Section 32 purchases. UFA also suggests increased re-investment in US seafood via USDA low-interest loans and loan guarantees for fishermen and processors, and expansion of USDA Foreign Agricultural Service trade missions and other export market development assistance to include seafood.

3. Ensure U.S. seafood trade policies and strategies best support the seafood industry. UFA seeks improved trade policy work through the United States Trade Representative (USTR) in order to create a more level playing field for Alaska seafood. We see the positive pattern in day-to-day trade policy formulation and implementation where USTR works hand-in-glove with USDA on agricultural trade. However, there is no comparable process on seafood within the Department of Commerce. We encourage expanding USTR's focus on seafood, including adding additional seafood expertise, in order to develop effective policy positions to help Alaska seafood trade. Our members also strongly support resolving the unbalanced and unfair seafood trade relationship that allows Russian-harvested seafood to continue to enter the U.S. duty free due to its "substantial transformation" in third-party countries, usually China.

4. Increase investment to improve and update domestic infrastructure for U.S. seafood.

Alaska is a commercial fishing powerhouse, but even it has aging fishing fleets and processing facilities. Our seafood industry would greatly benefit from investments to modernize our seafood infrastructure. Modernizing and replacing commercial fishing vessels would increase efficiency and safety on the water, while modernizing processing facilities would increase efficiency while creating opportunities for more value-add processing in the U.S. Concerted effort to bring more seafood processing back to the U.S., rather than continuing to ship product overseas, will create a tremendous opportunity for U.S. seafood. Updating seafood industry infrastructure will benefit our coastal fishing communities, and increase local and national food security by eliminating the need to ship product overseas. UFA also supports government policies that reduce our domestic operating costs, including policies on recapitalization, vessel construction, tax structures, workforce accessibility, and energy.

5. Fully funded fisheries science/management and industry promotion & marketing grants.

Core fishery surveys provide necessary information that underpins our entire science-based management system. Existing core surveys must continue, and NOAA should consider expanding what is considered core to account for rapidly changing ocean conditions and shifting fish stocks (for example, adding regular surveys in the Northern Bering Sea or increasing surveys in the Gulf of Alaska to occur annually). In addition, UFA advocates for increased funding to the Saltonstall-Kennedy (SK) Fund, which currently derives funding from 30% of duties collected on imported marine products. The SK act provides that 60% [of the 30%] go to the SK grant program to promote and develop US-produced seafood, however, less than 5% is currently used to fund the SK grant program. UFA supports increasing federal funding for new product development, testing, promotion, and marketing of US produced seafood through Saltonstall Kennedy Funds, provided federal funding for fisheries science and management is not compromised.

DRAFT

Resolution to Support Efforts to Improve Competitiveness and Resilience of the Alaska Seafood Industry

WHEREAS, efforts to improve global competitiveness of Alaska commercial seafood have benefits to the entire seafood industry, including harvesters, processors, and support businesses, as well as communities and the state of Alaska; and

WHEREAS, Alaska seafood comprises more than 60% of U.S. harvested seafood and is a critical part of food production for the United States; and

WHEREAS, Alaska seafood is also exported to about 100 countries; and

WHEREAS, Alaska seafood is subject to global market factors directly affecting its value, whether it is sold in the U.S. or exported; and

WHEREAS, Alaska seafood currently faces exceptional national and global challenges including trade policy and non-reciprocal tariffs that favor other nations, high supply/inventory, high costs/inflation, reduced consumer demand, and global competitors that are less regulated, less sustainable, and/or have lower operating costs than domestic seafood producers; and

WHEREAS, these challenges affect the economic viability of fishermen, processors, and local communities dependent on fish landing taxes across the state of Alaska, and

WHEREAS, seafood is not fully integrated into USDA policies or programs designed to ensure domestic food security, supply chain integrity, and support for harvesting and processing businesses similar to other domestic protein sources; and

WHEREAS, the lack of domestic seafood recognition in U.S. trade policy objectives and priorities results in market conditions that reduce the value of Alaska seafood and accessibility to global markets, and creates an unlevel playing field; and

WHEREAS, current Dietary Guidelines for Americans recommend two to three servings of healthy seafood a week per person, yet domestic consumption rates remain less than half that level; and

WHEREAS, the Government Accountability Office issued a 2022 report finding that while nutritional guidelines recommend school-aged children receive between four and ten ounces of seafood per week, the National School Lunch Program only delivers roughly three ounces of seafood per year to these students; and

WHEREAS, 30% of duties collected on imported marine products is deposited into the Saltonstall-Kennedy (SK) Fund, 60% of which by law is designated to fund the SK grant program to promote and develop US-produced seafood, yet less than 5% is used to fund the SK grant program; and

WHEREAS, NOAA is currently creating an implementation plan for the National Seafood Strategy which necessitates collaboration across multiple national agencies that affect the viability of Alaska seafood; and

WHEREAS, the Federal government's Trade Promotion Coordinating Committee issued the 2023 National Export Strategy that includes a chapter on Seafood Industries, highlighting forthcoming efforts to improve interagency coordination and global market competitiveness for domestic seafood producers;

NOW THEREFORE BE IT RESOLVED THAT XXX supports efforts by the federal government to:

Improve and expand existing agency functions that support US seafood, including:

- Improve coordination and collaboration across multiple federal governmental agencies that affect the economic viability of Alaska seafood via the implementation plan for NOAA's National Seafood Strategy and Chapter 9 of the Trade Promotion Coordinating Committee's 2023 National Export Strategy
- Expand use of USDA Foreign Agricultural Service trade missions and other export market development assistance to include seafood
- Improve the efficacy (e.g., timing, scope) of and maintain or increase the use of government purchasing programs for Alaska produced seafood
- Improve the utility and applicability of governmental policies on recapitalization, vessel construction, tax structures, workforce accessibility, energy, and infrastructure
- Increase government funding for new product development, testing, promotion, and marketing of US produced seafood (e.g., NOAA's Saltonstall-Kennedy grant program)
- Strengthen government planning for and execution of fisheries science and management, especially as needed to improve our understanding of and response to climate impacts on living marine resources

Integrate US seafood production into national food policy strategies and USDA programs designed to support domestic food production, including:

- Create an Office of Seafood Policy and Program Integration within USDA to fully integrate US seafood into USDA policy strategies and programs designed to ensure domestic food security, supply chain integrity, and support for harvesting and processing businesses, similar to other terrestrial sources of protein; coordinate USDA seafood support programs with seafood-related programs of other agencies; and provide a point of entry for seafood producers to more effectively engage with USDA
- Increase re-investment in US seafood producers and related support businesses via expanding eligibility of USDA low-interest loans or loan guarantees to fishermen and processors
- Fully integrate seafood and seafood nutritional guidance into national strategies for improving public health and nutrition

Restore fairness and reciprocity for international trade in U.S. seafood products, including:

- Embed and improve seafood expertise and leadership in the office of the U.S. Trade Representative (USTR) to coordinate seafood trade objectives among USTR offices, coordinate USTR seafood trade programs with seafood efforts of other agencies, and provide a point of entry for seafood producers to more effectively engage with USTR
- Improve trade policy via USTR and other agencies to create a more reciprocal tariff structure for seafood exports and imports, reduce burden and risk associated with non-tariff barriers, and develop more effective tools for monitoring supply chain traceability and deterring Illegal, Unreported, and Unregulated (IUU) fishing
- Resolve the unbalanced and unfair seafood trade relationship between Russia and the United States

Cc: names

Island Daycare 12/28/23

The update with the daycare is we got the grant that we applied for. We are working on ordering the equipment that we planned for. One of the big items is a \$75,000 playground for the daycare play area. Talked to the State yesterday and they are still working on your application. We should hear back from there around the first of the New Year. The flooring is being put in at this time, we are hoping to up in running no later the Aug 2024. Once summer and the good weather come we will be able to give dates when big item will be coming and a set up time.

We would be grateful if the council would give us an extension on the loan pay back date, due to this taking longer then planned. If the council would give us until Dec 2024 that would give us a few months after being up and running to re pay the funds.

Thank you for support us!

City Clerk

Subject: FW: Streetlights and maintenance

From: James Seley <james.seley@gmail.com>

Sent: Thursday, December 21, 2023 4:08 PM

To: Shauna Thomas <stthomas.council@craigak.com>; Josh Bennett <jbennett.council@craigak.com>

Subject: Streetlights and maintenance

Hello,

I recently began inquiring with AP and T reps. if we could possibly get some added Christmas light decorations put up by the unlit areas that did in fact represent many retail locations? I was also informed that the Decorations were a City of Craig deal so I should call City hall.

The following is what I gained from our discussions.

1. When asked in which location on JS Drive I reported that I had discovered the street light in mention was not working.
2. I learned that a decoration has to have a special pigtail hookup installed at the desired pole location so there is something to plug into.
3. Knowing how costly it will be to get a bucket truck and crew to perform maintenance I suggested that we investigate and possibly rig the pole structure for all future uses.
4. We presently have several street lights out. The same AP and T crew informed me that one meter location is used as a multiplier for every street light in Craig. Further discussion included the City of Craig is probably paying for street lights that were not working was acknowledged.
5. The City received a grant nearly ten years ago to change all of our lights over to more affordable LED lighting. These structures cost over \$750 each plus hardware and the electric eye was nearly \$20 each.
6. A typical maintenance check might reveal that the fixture was good but the eye needed a change. Unfortunately the lights might be nearing the end of their useful life at this point. The City has a few extras and will be ordering more as needed.
7. City of Craig Public Works director is informed and has been working on the solutions for better street lighting.
8. I hope that part of future public work budgets will include annual maintenance to be performed before seasonal darkness issues begin.
9. I believe it is a good thing for business and the City to get together to discuss a positive issue such as public safety lighting and Holiday or seasonal decorations. Afterall, everyone's mood lights up when they see the holiday festive lighting in action in the middle of a well lit town.

Working together is much easier than struggling individually. Merry Christmas and Happy Holidays

CITY OF CRAIG MEMORANDUM

To: Mayor and Craig City Council
From: EMS Coordinator
Date: 12/28/2023
RE: Resolution 24-01, Set EMS Response Stipends and Bonus Memo

Currently we have an on call/ Stipend policy for volunteer EMTs. This policy gives our crew on call pay for taking on call shifts (generally 12 hour shifts) and a stipend for each call they respond to. This has helped us to recruit and maintain an amazing group of volunteers. The on call pay helps us to make sure that EMTs are available in Craig 24/7 to respond.

Our volunteers get up all hours of the night, will leave their paying job to go on call for our community, and regularly use their own time for training and meetings. Current EMS employees also regularly take overnight and weekend on call duty in addition to their regular hours. Currently we pay \$4 per hour of on call time, \$48 per person on call for a 12 hour shift. The FY24 budget contains \$50,000 for on call pay for the fiscal year. Staff recommends increasing EMS on call pay to \$6 an hour (\$72 per person for a 12 hour shift). Based on the current budget that would mean an increase of \$12,500 for the current fiscal year to increase the on call pay for the remainder of FY24 and an additional \$25,000 in the FY25 budget.

We would also like to increase the stipend that we pay per call for our medics. Currently medics are paid based on their certification level and number of completed calls in the current year as shown below:

Number of Calls in Current Year	Driver/ETT	EMT 1	EMT 2	EMT 3 and AKEMT
1-10	\$35	\$40	\$45	\$45
11-20	\$35	\$40	\$40	\$45
21-30	\$40	\$45	\$45	\$50
31-49	\$40	\$45	\$45	\$50
50+	\$45	\$50	\$50	\$55

Staff proposes an increase of \$10 each stipend area for all volunteers at all call and certification levels. The FY24 budget has \$18,000 for stipends. This generally represents between a 20%

and 30% increase to the stipends. The proposed increase will require an additional \$3,000 for the remainder of FY24 and for an additional \$6,000 to be included in the FY25 budget.

Volunteers are also paid a yearly stipend based on the number of calls that they go on each year. All volunteers who go on at least one call per year are entitled to an annual pool pass (same benefit that is applied to all employees, council members, fire fighters, etc.) and paid an annual amount as shown below:

Volunteers that go on 1 – 10 runs per year:	Pool Pass
Volunteers that go on 11 – 20 calls per year:	Pool Pass +\$125 bonus
Volunteers that go on 21 - 30 calls per year:	Pool Pass +\$250 bonus
Volunteers that go on 31 - 49 calls per year:	Pool Pass +\$750 bonus
Volunteers that go on more than 50 calls per year:	Pool Pass +\$1,500 bonus

Staff proposes that we add \$200 to the cash bonus for EMTs going on 31 – 49 calls per year and another \$250 for EMTs going on more than 50 calls per year. There are only a few EMTs that meet this criteria so the effect on the budget will be minimal. Likely another \$2,500 would cover these increases for the current FY.

We want our volunteers to feel that we appreciate them and the work that they do for our city. Giving our volunteers a little more as the price of living continues to rise would be helpful for them also.

A copy of the proposed updated policy is attached.

Recommendation: Move to approve the on call, stipend and bonus policy for Craig EMS and appropriate an additional \$18,000 from general fund reserves to the EMS budget for the purpose of increasing on call and stipend pay for EMS volunteers.

EMS On-Call/Stipends Policy

Revised: January 4, 2024

On Call Time

Employees/volunteers who are assigned to “on-call” coverage are waiting to be engaged and are expected to be ready and available to respond to emergency calls at all times during the “on-call” period. The on-call employee must be able to respond and perform his/her duties responsibly and effectively, such as being able to respond to the ambulance barn within 10 minutes or to the scene with proper gear/PPE within 15 minutes. Reliable transportation to the ambulance barn or scene is the employee’s/volunteer’s responsibility. All employees must log with Craig Dispatch of the time they work on responses and must document the specific work performed on the run sheet document.

Additionally, it is the on-call employee’s/volunteer’s responsibility to assure that his/her radio/cell phone is working and is on his/her person and in the “on” position at all times during the “on-call” period. The employee is responsible for testing the radio/cell phone daily to assure it is operable, it should be monitored at all times.

On-call assignments are rotated among on-call staff in a fair and equitable fashion. In case of major disasters, all staff will be summoned to the emergency to assist and all staff are considered “on call and necessary”.

Shifts for On Call

On-call shifts are 12 hours from 6am-6pm (0600-1800) and 6pm-6am (1800-0600).

On-call shifts from 6am-6pm (0600-1800), there will be at least 1 person on-call at any given time.

On call shifts from 6pm-6am (1800-0600), there will be at least 2 people on-call at any given time.

No on-call shift hours will be paid during normal office hours.

Pay for On Call

Employees/paid volunteers assigned to “on call” status will be paid \$6 per hour for the time they are “on call”.

Additional information regarding stipends and reward compensation is in the following Attachment A.

Volunteers:

- A. Volunteers will be compensated for the entirety of 12 or 24 hours of the on call shift as delineated in “Pay”.
- B. When responding to an emergency call, the stipend will be paid according to the level of Volunteer Certification, in addition to the “on-call” hourly pay.

**CITY OF CRAIG
RESOLUTION 24-01
Set EMS Response Stipends and Bonus**

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Craig City Council, hereby adopts the City of Craig EMS On-Call/Stipend Policy shown on attachment “A”; and,

BE IT FURTHER RESOLVED this resolution supersedes Resolution 21-01; and,

+BE IT FURTHER RESOLVED that the effective date of Attachment A is Jan 4, 2024.

APPROVED _____, 2024.

Kasey Smith, Mayor

ATTEST _____
Mary Salazar, City Clerk

EMS Response Stipends and Bonus Resolution 24-01, Attachment A

The stipends and reward incentives are intended to build a system that encourages more responses to EMS calls and encourage Craig EMS squad members to commit to being “on-call”. The stipends are also intended to entice future volunteers to join Craig EMS and continue advancement. The stipends are in addition to the on-call compensation that is paid, as noted above in section “Pay”.

Stipends

1. 1 - 10 Calls: Drive & ETT's-\$35 , EMT-1-\$40, EMT-2 -\$45, EMT-3 & AKEMT-\$45
2. 11 - 20 Calls: Drive & ETT's-\$35 , EMT-1-\$40, EMT-2 -\$45, EMT-3 & AKEMT-\$45
3. 21 - 30 Calls: Drive & ETT's-\$40 , EMT-1-\$45, EMT-2 -\$50, EMT-3 & AKEMT-\$50
4. 31 - 49 Calls: Drive & ETT's-\$40 , EMT-1-\$45, EMT-2 -\$50, EMT-3 & AKEMT-\$50
5. 50 + Calls: Drive & ETT's-\$45 , EMT-1-\$50, EMT-2 -\$60, EMT-3 & AKEMT-\$60

Reward Incentives

Reward incentives are based on the number of calls throughout the calendar year. All calls responded to are included regardless whether the employee/volunteer is on call.

1. 1 - 10 Calls: Pool Pass
2. 11 - 20 Calls: \$125 Bonus per year + Pool Pass
3. 21 - 30 Calls: \$250 Bonus per year + Pool Pass
4. 31 - 49 Calls: \$700 Bonus per year + Pool Pass
5. 50 + Calls : \$1500 Bonus per year + Pool Pass

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Samantha Wilson, Craig City Planner
Date: December 29, 2023
RE: Capital Improvement Projects - Resolution 24-02

Attached you will find Resolution 24-02, which is a revision of Resolution 23-19. The resolution identifies the city's capital project priorities for 2024.

The council annually adopts a capital projects resolution to guide staff in prioritizing projects and capital funding requests. Listing out city priorities is useful in identifying what projects are important to Craig. This resolution provides guidance from the council to staff on what projects to commit time and resources to. It also allows legislators to match local priorities with existing or proposed funding programs.

Based on the approved list of capital projects, staff will begin working on project submissions for the state legislature and the congressional delegation (usually due in February/March). At this time, several capital improvement projects have been nominated or approved for federal funding consideration as a part of this process and are set to be reviewed at the federal level. These next few years are likely to be much busier due to an influx of congressionally directed spending funds.

This resolution is generally intended to show the priority of projects for the year but it is not uncommon for specific funding opportunities to arise during the year or for staff to target funding requests to specific projects regardless of where they fall on the project resolution.

Based on previous council direction, the list was largely rearranged to reflect priorities. One item was added related to Mariculture Development. This item would not be paid for by the City of Craig, but like the Craig-Klawock Bike Path and the Klawock Airport Master Plan, serve as a way to reflect support for that project by the City of Craig.

22. Mariculture Development - \$5,000,000. The city supports Southeast Conference in the pursuit of funds to establish a mariculture processing facility in Southeast Alaska.

Recommendation

The council should review and discuss the resolution as needed. The council should move to adopt Resolution 24-02.

**CITY OF CRAIG
RESOLUTION 24-02
Establishing Capital Projects for 2024**

WHEREAS, the City of Craig Council annually prepares a comprehensive capital improvement program for the City of Craig; and,

WHEREAS, the United States Government and the State of Alaska annually prepare budgets and appropriate funds to local governments and state and federal agencies for the implementation of local and state capital improvement projects; and,

WHEREAS, the Craig City Council has identified certain capital improvement project priorities for the City of Craig for calendar year 2024.

NOW, THEREFORE, BE IT RESOLVED that the following projects, set forth in order of priority, are established as the City of Craig's top priorities for capital improvement projects for calendar year 2024:

1. Water System Upgrades	\$ 4,500,000
2. Wastewater Collection System (Lift Station Replacement)	\$ 950,000
3. Wastewater Treatment Plant Upgrades	\$ 450,000
4. Biomass Boiler Replacement	\$ 800,000
5. Bridge Structures Inspection and Upgrade	\$ 150,000
6. Micro Hydro Generator at Water Treatment Plant	\$ 285,000
7. Firehall/EMS Building Construction	\$ 7,000,000
8. Child Development/Daycare Center	\$ 100,000
9. Public Safety Building Siting and Design	\$ 100,000
10. Development of Cannery Property	\$ 2,500,000
11. Public Works Heavy Equipment Purchase	\$ 350,000
12. Library Expansion Design	\$ 200,000
13. Public Works Tract P Development	\$ 400,000
14. Cemetery Expansion Construction	\$ 1,000,000
15. Aquatic Center Repairs, Upgrade and Expansion	\$ 500,000
16. Craig-Klawock Separated Bike Path	\$ 4,100,000
17. Upgrade and Expand Boat Launch Area at Industrial Park	\$ 200,000
18. Complete Phase II Improvements in Klawock Airport Master Plan	\$25,000,000
19. Community Quota Entity Quota Share Purchase	\$ 150,000
20. City Floatplane Facility Upgrades	\$ 100,000
21. Outdoor Recreation Improvements	\$ 400,000
22. Mariculture Development	\$ 5,000,000

APPROVED: January 4, 2024.

_____	ATTEST _____
Kasey Smith, Mayor	Mary Salazar, City Clerk

CITY OF CRAIG MEMORANDUM

To: Mayor and Craig City Council
From: Samantha Wilson, City Planner
Date: December 28, 2023
RE: Home Improvement Temporary Tax Exemption

The Craig City Council has requested that staff investigate property tax exemptions for improvements made to homes and/or properties. City staff requested some specification of what improvements such exemptions should be applied.

During previous discussions the council has been interested in applying property tax exemptions to residential properties to improve appearances and improve existing housing in Craig. Council members have noted that this language may also increase building permit applications and make it easier to account for changes made to homes in Craig. There is also an interest in incentivizing construction of long-term housing.

A new exemption would require modification of Title 3, Section 3.04.030 of the Craig Municipal Code and must be allowed under state statute AS 29.45.050 which outlines allowable property tax exemptions and exclusions. Such exemptions must be approved by ordinance and ratified by the voters at an election. Exemptions may not exceed the assessed value of \$75,000 for any one residence.

Currently, “beautification” is not defined in an Alaska state statute and would be difficult to fairly implement if it could be fit under an existing statute. Further, due to the way assessments work in Craig, assigning value to a given improvement is not practical and is not something that AK CAMA would be comfortable implementing. Both the State Assessor and Henry with AK CAMA have emphasized that exemptions for “beautification” are unlikely to be good choices for a property tax exemption unless they are strictly defined and easily defensible. Identifying and applying exemptions to individual improvements is likely to be tedious, result in more property tax disputes, and increase staff workloads.

To address beautification, a couple other alternatives that do not affect property taxes were recommended by the assessors. One option would be to allocate some money to act as an award for improvements made to properties. This could be done on a lottery system where application would require a before/after photo submitted by the applicant and a valid building permit (or other form). A winner (or winners) may be drawn from the lottery on a routine basis to receive the award. Rules and funding source would need to be determined if this was an option the City Council wants to consider.

Alternatively, some money could be allocated annually to general beautification of the city. Dispersal of funds could be determined either by city staff or the city council upon request. Improvements to City property and/or ROWs can increase local pride and encourage property owners to make improvements to their privately owned property. Whatever beautification projects would be selected would need to keep in mind other staff projects and staffing limitations. Larger projects may require hiring a contractor if staffing is insufficient to enact the project. Projects could be low-hanging items like

money for flower baskets or paint for building envelopes and be nominated by the staff who intend to enact the project (i.e. projects like painting the Youth Center last year). Items that receive public comment may also be considered as staffing availability allows (i.e. removal of downed tree debris around the cemetery embankment).

While beautification would be subjective, difficult to implement, and is not recommended by our assessor or the state assessor as a subject for a property tax exemption, promoting long-term housing is possible, and serves as an objective goal.

Based on City Council interests, the State Assessor recommended we consider AS 29.45.050(m) Economic Development. This exemption was recommended to extend exemptions to activities that increase long-term housing availability, subdivide large tracts of land, etc. This statute is very broad and would need to be defined through an amendment to the Craig Municipal Code to accomplish the goals outlined by the Craig City Council.

In applying such exemptions, our assessor has emphasized that any exemptions made for improvements must be as objective as possible, account for time that may have passed between assessment reviews, and be well-defined. Targeting long-term housing or property development is a more readily defined method of incentivizing improvements.

If optional exemption AS 29.45.050(m) Economic Development is adopted by the City, the following language could further define it in the Craig Municipal Code:

3. To be eligible for a property tax exemption under AS 29.45.050(m), where the exemption applies to any increases in the assessed property value related to activity in question, the individual applying for an exemption must meet the following requirements:

- 1. This exemption may be applied to any building activity or replat that results in an increase in long-term housing or may facilitate an increase in long-term housing including but not limited to:
 - a. New construction*
 - b. Addition or modification to existing buildings that add housing units*
 - c. Subdivision of residential zoned tracts with installation of utilities to support additional housing.**
- 2. To qualify for an exemption, the property owner must submit a form requesting the exemption and have no outstanding violations of Title 18. Failure to procure a building permit for construction on the property may make the property ineligible for an exemption.*
- 3. Residential properties that receive this property tax exemption may not host short-term rentals during the period of this exemption. Confirmed use or advertisement of property for short-term rentals may result in loss of this exemption.*

This language would extend to both residential properties as well as commercial/ industrial properties where dwelling units may be added to a commercial building in a way that it does not occupy street front property. Modifications to properties that are

intended to add short-term housing (i.e. B&Bs, hotels, etc) would not qualify for this exemption. Short-term housing is defined as housing intended for 30 days or less.

Recommendation:

The Craig City Council should review the information provided, discuss the options available, and review the proposed language. Recommendations to staff should be offered if the Council desires to implement AS 29.45.050(m) either as described or otherwise.

State Statute

AS 29.45.050(m)

(m) A municipality may by ordinance partially or totally exempt all or some types of economic development property from taxation for a designated period. Except as otherwise provided by an ordinance enacted by the municipality before January 1, 2017, a municipality that is a school district may only exempt all or a portion of the amount of taxes that exceeds the amount levied on other property for the school district's required local contribution under [AS 14.17.410\(b\)\(2\)](#). A municipality may by ordinance permit deferral of payment of taxes on all or some types of economic development property for a designated period. A municipality may apply an exemption or deferral under this subsection to taxes levied for special services in a service area that is supervised by an elected service area board under [AS 29.35.460](#) unless the elected service area board objects to the exemption or deferral by resolution adopted not later than 60 days after the effective date of the municipal ordinance enacting the tax exemption or deferral. A municipality may adopt an ordinance under this subsection only if, before it is adopted, copies of the proposed ordinance made available at a public hearing on it contain written notice that the ordinance, if adopted, may be repealed by the voters through referendum. An ordinance adopted under this subsection must include specific eligibility requirements and require a written application for each exemption or deferral.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Hans Hjort
Date: December 20, 2023
RE: Adopting a Harbor Policy Manual for Harbor operations.

The Harbor Advisory Committee reviewed and passed proposed Harbor Policy Manual in the last meeting that was held December 14th 2023.

The purpose of establishing a Harbor Policy Manual is to create a working document that takes Craig Municipal Code and makes it easier to understand as well as enforce. There are additional rules and policies that are not spelled out in the CMC. The Harbor department and the Harbor Advisory Committee have created some of the rules and policies that are not specified in title 4 of CMC.

Recommendation: The City Council should adopt The Craig Harbor Policy Manual.

**City of Craig
Harbor Department
Harbor Policies**

The Harbor Department of the City of Craig, Alaska applies the following policies in North Cove Harbor, South Cove Harbor, City Float and all other harbors and port facilities. By mooring a vessel in any of these facilities the owner and/or operator of the vessel agrees to the following rules and requirements:

Harbormaster's Office Hours and contact info:

Hans Hjort, Harbormaster 907-826-3404, harbormaster@craigak.com, VHF Ch. 16.

The harbormaster and assistant harbormaster's hours are 7 days per week from 7:00 am to 4:00 pm. The harbormaster is on call 24 hours a day. In case of emergency please call 911 or 907-826-3330.

Harbor Office Clerk's hours are Monday through Friday from 8:00 am to 3:00 pm. The harbor office is located at the corner of Hamilton Drive and Craig-Klawock Highway, across the street from the harbor main parking lot. Payments for moorage and other services may be made at the harbor office or Craig City Hall. There is an after-hours door slot at both locations. Moorage rates are posted on the harbor office door window. There is a bulletin board at the harbor office located outside the restrooms. Harbor policies are posted there as well as any harbor notices.

Services Provided:

Restrooms and coin-op showers are located in the harbormaster's office. Showers require quarters. Town map and visitor info are also available in the harbormaster's office. Water, garbage and waste oil services are included in the moorage fees. Additional services available for a fee are the use of electricity, the grids, power washers and the cranes. Contact the harbor department to make arrangements concerning these.

Harbor billing and late fee policy:

When a harbor bill is sent out, it will be due 30 days from the time it is written. After 30 days the invoice will be considered overdue. A penalty of 10 percent will be added to the unpaid invoice balance for the first month of delinquency. This will continue to accrue until a total penalty of 30 percent has accrued.

Transient Moorage Policy:

Transient moorage is first come, first served. We do not have reserved moorage. All transient vessels are required to register with the Harbormaster within 2 hours of entering the Craig Harbors or by 8 am if arriving after 8 pm. Transient moorage must be paid in advance. All vessels will be moored in the designated transient moorage areas unless prior arrangements have been made with the harbormaster to temporarily occupy an empty stall. Harbor policy requires that if a vessel is in the harbor for 3 hours or more it will be charged for a day's moorage.

All transient vessels are requested to contact the Craig Harbormaster via VHF channel 16 upon entering the Craig Harbor. At that time the transient vessel must identify itself and give any

information requested, such as length and beam of vessel. The harbor staff will then direct the vessel to transient moorage. The City of Craig has three harbors, identified as North Cove, South Cove and City Float. Transient vessels may be directed to any one of the three depending upon size and availability of space. If a transient vessel is assigned a stall, they are advised that they must vacate that stall immediately upon request of harbormaster should the permanent stall holder return to port. This system is called "Hot-Berthing". Piers located by City Float and the "Old Fuel Dock" are available only with prior approval from the harbormaster. Mooring at the ice house pier and false island boat launch dock is prohibited. Vessels mooring for 8 days or more can receive a monthly flat rate. A 3 or 6 month rate is available only if prepaid and registration is completed with the harbor office. Lapsed prepaid moorage can only be backdated once and only within the month it ended. **The daily rate will be charged for all invoiced moorage as well as a \$5.00 billing fee.**

Permanent Moorage:

Permanent moorage is assigned from the Harbor Moorage Waiting Lists. To receive a stall assignment one must first apply to the waiting list. Applications to the Harbor Waiting List are made in the Harbor Office. Assigned vessel length will be within the vessel length as stated in CMC 4.20.100

17-foot slips: 0-21 feet

23-foot slips: 21-27 feet

32-foot slips: 28-36 feet

40-foot slips: 37-46 feet

50-foot slips: 47-60 feet

Permanent stalls are assigned from the waiting list in October of each year, or as stalls become available. Due to a shortage of stalls in Craig Harbors, the waiting time for a permanent stall could be up to 5 years.

Permanent Moorage yearly invoices are sent out October 1st each year and are due within 30 days. Moorage not paid within 60 days is delinquent and will result in stall forfeiture, possible impoundment and billing will be reverted to monthly rates. A person wishing to give up a permanent stall, must submit that request to the harbor department in writing.

Waiting List:

The waiting list is broken into five categories based upon the different stall sizes: 0'-20', 21'-27', 28'-36', 37'-46', 47'-60'. It is not necessary to own a vessel to apply to the waiting list. When a permanent slip opens and your name is next on the waitlist for that slip size category, you will be notified by phone, mail or email. The applicant will have 10 business days from the date of the letter to respond and accept or reject the offer in writing. If the slip is accepted, the applicant will have 10 days to complete an Assigned Moorage Agreement and pay for the slip at the Harbormaster's Office. After three unaccepted stall offers, the applicant will be removed from the wait list. All waitlist applications and changes to a waitlist application must be done in writing, signed and dated by the applicant and harbor staff. It is the applicant's responsibility to keep the Harbor Office informed of any address or telephone number changes and the City of Craig Harbor Department is not responsible for lost or otherwise unreceived mail. Changes to the wait list size category will be determined by the date of the waitlist application.

Transfer/Trading of Stalls:

Permanent moorage space is non-transferable from one person to another.

The Harbormaster has authority to transfer stallholders to make better use of available space.

Stalls may be traded with the consent of the Harbormaster. Permanent stall holders who purchase a larger or smaller boat have priority for upgrading to available slips.

Vessel Sales and Permanent Moorage Occupancy:

When a permanent slip holder sells his/her vessel the Harbor Office must be notified within one week. When a vessel sells, the permanent moorage slip does not go with the vessel. After the sale is finalized, the buyer must contact the Harbor Office to register the vessel as a transient vessel and pay for moorage even if the slip it was in had been paid for already. The seller is required to notify the Harbormaster within one week of the date of the sale as well. At that time he/she must state the intent to either replace the vessel or give up the slip. When a person sells his/her vessel, and/or the slip is vacant for an extended period of time, he/she has one year from the reported date of sale or vacancy to replace the vessel with one of the similar size in order to keep their permanent moorage. If the owner does not replace the vessel within the time allowed, his/her permanent moorage will be cancelled, and the slip assigned to the next eligible person on the wait list. During the year, he/she will be required to continue to pay for permanent moorage based on the size of vessel last occupying the slip.

Persons who do not use their assigned slip at least 3 months out of the year, or have their vessel stored in the City of Craig boat yard at the JT Brown industrial park will forfeit their permanent slip.

Sub-leasing permanent moorage:

Regulations prohibit the sub-leasing of permanent slips. Permanent moorage will be terminated if a slip holder is found to be sub-leasing; he/she has no authority to let another person use his/her slip. Only the Harbormaster may allow non-assigned persons to use another person's permanent slip. The non-permanent slip user shall be charged the appropriate moorage fee.

Electrical Service:

30 amp and 50 amp service is available from the orange or white power pedestals located on the transient floats. Permanent stall holders must have their meter activated by Alaska Power and Telephone. (907-826-3202) The City of Craig does not manage power meters in the harbors. Plugging into a permanent stall holder's electrical pedestal without prior approval is prohibited and will result in a \$100 fine per occurrence and \$300 for future violations. After 3 violations the Craig Police Department will be contacted. When the vessel is away from its stall for an extended period, we recommend that the owner disconnect the power meter as we cannot always prevent others from using your electricity. This also allows the harbor to let transient vessels use the electrical meter.

Water Service:

Potable water is available on all floats from water pedestals. Garden hoses must be in good condition and not leak. Please disconnect hoses when you are finished using the water. Please report leaks to the harbormaster's office. Do not waste water.

During freezing conditions, water may not be available. Hoses should stay disconnected during freezing weather to prevent damage to hose bibs.

Designated No Wake Zone Strictly Enforced: Speed Limit is 5 MPH within the inner harbors and 5 MPH in the designated NO WAKE ZONE. As well, vessels should maintain a speed that causes no more than a 1 foot wake while in sight of Craig Harbors and the fuel dock at False Island. Violators will be subject to a fine up to \$300.00. per CMC 4.50.020

Gear storage, Noise, Pets, Bicycles/Skateboards:

All vessel owners or masters, agents, crew or guests when using the harbor facility for moorage, must keep their vessel, equipment, gear, pier, float or finger float neat, clean and in an orderly manner. Please be considerate of the other harbor patrons with regard to noise. Pets should be on a leash at all times and should not be allowed to defecate on the docks. No riding of bicycles or skateboards on the dock. If you must bring your bicycle on the dock, please walk it to your destination.

Gear storage is available on the North Cove floating breakwater. Contact the harbor office to make arrangements for storage **PRIOR** to placing any gear on the breakwater. All gear must be clearly labeled with the owner's name and contact info. Do not place any items on the inspection hatches on the outer edges of the breakwater. Placing unauthorized items on floats, fingers, the breakwater or on the hatch covers, can result in a fine of up to \$300.00 per occurrence.

Dumping Trash/Sewage/Fuel

There are dumpsters located in the North/South Cove parking lot and are to be used for garbage from vessels only. If you need to dispose of large items please contact the harbormaster. The City of Craig does not have a vessel sewage pump out station. Discharge of sewage, oil, fuel, or any other liquids or solids into the harbor, land areas, floats or piers within the harbor is prohibited.

Waste Oil Disposal:

A waste oil disposal tank is provided at North Cove Harbor. Please do not dispose of gasoline or antifreeze in these tanks. These chemicals can cause problems in the burning of the waste oil. It is your responsibility to empty oil containers and also dispose of the empty containers. Fuel and oil filters that are well drained can be placed in the dumpsters. If filters still need time to drain, please place them in the barrels in the oil shed. If the waste oil tank is full, please contact the harbormaster's office.

Cleaning Fish:

Fish cleaning tables are located in the South Cove harbor at the end of the skiff fingers and at the False Island boat launch dock. Dumping fish scraps in South Cove Harbor is prohibited. Please clean up these areas after use.

Loading Zone:

There is a loading zone located at the bottom of the gangway in North Cove Harbor. It is easily identifiable by the yellow paint on the bull-rail on the float. The loading zone has a 1-hour time limit.

Dock Carts:

There are dock carts available for your use at the top of each gangway in North and South Cove Harbors. These carts are there for the use of harbor patrons only. Please be considerate enough to clean and return them to the top of the gangways when you have finished using them. If you notice any of these carts damaged, please report it to the harbormaster's office so problems may be fixed.

Boat Launch:

Boat launch ramps are available at North Cove Harbor and the False Island boatyard. Daily launch fees are per round trip. Place the fee in the envelopes provided, tear off the tab and leave in your vehicle's window and put the envelope in the launch fee box at both locations. Annual boat launch passes are available at the Harbormaster's office or City Hall.

Vehicle/Trailer Parking:

Vehicle parking in the harbor lot between North and South Cove harbors is limited to 24 hours. The parking lot adjacent to the Harbormaster's Office is for 7 day parking only. Parking boat trailers in the harbor parking lots is prohibited except for at the False Island Boat Launch area where they may be left for no more than 72 hours.

Live-aboard Policy:

A person living aboard a vessel must have approval from the harbormaster and pay a monthly live-aboard fee. Individuals staying on commercial boats that leave the harbor for extended amounts of time each month are exempt from this policy during that month. If a person is living aboard the vessel for 15 days or more per month, the live-aboard fee shall apply. The occupant must notify the Harbor Office if the boat will be occupied less than 15 days per month or the occupant will be responsible for the full monthly charge. Vessels may not be rented for profit as recommended by the State Policy on Harbor Management on the prohibition of commercial business conducted within the harbor. Pets may be kept on a live-aboard vessel at the discretion of the harbormaster. Pets must not be allowed to defecate on the docks. Dogs must be kept on a leash at all times. Oil, gas, electric or wood heating units must be installed and utilized in conformance with the manufacturer's specifications and approved by the harbormaster as a matter of public safety. Discharging sewage from an onboard toilet is not allowed. Vessel owners are required to seal or render inoperable all on-board toilet fixtures if approval for living aboard the vessel is granted.

Tidal Grid:

A timber grid is available for use in North and South Cove Harbor and at the City Dock. The North Cove and South Cove grid is limited to vessels up to 50' in length. Vessels over 50' need to use the City Dock Grid. Check the sign-up boards at the top of the grid location to see if any vessels are in line to use the grid. You may also contact the Harbormaster's office to reserve the grid. Pressure washers are also available for day rental. Contact the Harbormaster's office to reserve the pressure washer.

Cranes:

The City of Craig Harbor has two large cranes for the use of boaters. The crane located on the northwest side of the City Dock has the capacity to lift up to 1.85tons and the crane located at the False Island dock can lift 3.9 tons. Please do not lift over these amounts as damage may occur. The cranes are operated by credit card payment for 15 minute increments of service for \$8.50 each.

Boat Haul out/Storage:

Call or stop by the harbor office to schedule a haul out. We must have adequate information and photos as to the size and design of the vessel in order to assess whether it is a fit for our boat hauler. The master of the vessel is required to sign a haul out agreement and must be present for the haul and launch. Pressure washer, wash down pad, electrical and storage fees are not included in the haul out rate. The complete boatyard policy can be provided to you or found on our website. www.craigak.com

Derelict/Abandoned Vessels:

The Harbors are intended for use by vessels that are capable of operating under their own power. Vessels that appear to be inactive and/or a hazard to the harbor will receive written notification that they appear to be in violation of Harbor Policy. A vessel that has moorage that is more than 60 days overdue can also be declared an abandoned or derelict vessel. Owners receiving a notification must come into compliance within thirty days of receipt of the letter or the city will proceed with eviction/impoundment. Owners who wish to appeal the eviction/impound notification may then ask the City Administrator to review the decision within seven days of the receipt of the thirty day notice.

Absentee Vessels:

When vessels are going to be out of assigned stalls for periods longer than a few days, it is very helpful for the Harbor Department to know this. During the summer a large number of transient vessels come through Craig and need mooring space. The Harbormaster temporarily allows these vessels to “Hot Berth” in permanent stalls. The transient vessel is advised that they must vacate the stall if the permanent stall holder returns. By keeping the Harbor Office up to date, allows Harbor Staff to make certain the stall is available when permanently assigned vessels return. It is appreciated if a vessel radio in advance to notify the Harbor Office of an ETA and will help Harbor Staff to better serve all boaters. If leaving your vessel unattended, please provide the Harbor office with a name and number of your boat sitter as well as a number where the owner may be reached in case of emergency.

Duties of Boat Owners and Users:

Every owner, operator or managing agent of any boat using the harbor facilities shall take reasonable precautions to see that the boat in charge is kept clean, well-secured, free from fire

hazards of all types, sufficiently pumped-out to maintain the boat afloat and to otherwise attend to the requirements of the boat to avoid damage to other boats or to the harbor. All vessels are required to have operating bilge pumps and bilge alarms. Shore power cords need to be marine grade, free of splices and rated to carry no less than 15 amps. Vessel owners are liable for damages caused to the dock, fingers, pilings and power pedestals due to negligence or accidents.

CITY OF CRAIG MEMORANDUM

To: Craig City Council

From: Hans Hjort

Date: December 21, 2023

RE: Confirming Joel Steenstra to fill the open Harbor Advisory Committee seat.

The Harbor Advisory Committee consists of 5 voting members as well as 1 non-voting City Council member. Gail Slentz resigned from the committee when she moved away, leaving a vacant seat.

Joel Steenstra has volunteered to fill the open seat. At the beginning of December Craig Mayor Kasey Smith accepted Joel's letter of interest and appointed Joel to the open seat. We now need the Craig City Council to confirm the appointment of Joel Steenstra to the open seat on the committee.

Recommendation: The City Council should confirm Joel Steenstra to the seat he was appointed to on the Craig Harbor Advisory Committee by Mayor Smith.

**CITY OF CRAIG
MEMORANDUM**

To: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: December 29, 2023
RE: Comments on Kelp Blue 49 Aquatic Farm Lease Site in Sea Otter Sound

Michael Kampnich asked staff to write comments and see if there was any objection from council members to submitting them or if the council wanted to discuss the item at the January 4th council meeting.

A council member asked that the item be put on the agenda for January 4th.

The comment period closes on January 4th so if the council wants to submit comments Mary will make any changes and submit the comments after the council meeting.

Recommendation: The council should discuss the attached comment letter and give direction to staff.



December 27, 2023

State of Alaska DNR, DMLW, Southcentral Regional Land Office
550 W. 7th Ave., Suite 900C
Anchorage, AK 99501-3577

Email: brent.reynolds@alaska.gov

RE: ADL 234006 Public Comments

Mariculture, particularly kelp and seaweed farming, is a growing industry on Prince of Wales Island which is uniquely suited as good mariculture areas.

The City of Craig is currently working with SE Conference and Shaan Seet Inc. (the Craig ANCSA village corporation) to develop the mariculture industry in SE Alaska, particularly in the Craig area. Sea Otter Sound is located on the west coast of Prince of Wales and has easy access to planned mariculture processing facilities in Craig.

The City of Craig supports Kelp Blue 49's application for an Aquatic Farmsite Lease in Sea Otter Sound.

Sincerely,

Kasey Smith
Mayor, City of Craig

