

**CITY OF CRAIG
COUNCIL AGENDA - AMENDED
April 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 of June 15, 2023
- Meeting Minutes of March 28, 2024
- Ordinance 769, Mike Stewart and Melanie Bergeron Lease D-1 & D-2

HEARING FROM THE PUBLIC

REPORTS FROM CITY OFFICIALS

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

READING OF CORRESPONDENCE

- Assessors Field Work Letter
- PFAS Awareness

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

UNFINISHED BUSINESS

NEW BUSINESS

- Health Insurance Discussion
- Army Corps Chris Piburn Project South Cove
- Sales Tax Survey
- Property Tax Exemption Application
- Pile Driving Contract

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 MEMORANDUM

To: Mayor Kasey Smith and City Council
From: Mary Salazar, City Clerk
Date: March 19, 2024
RE: Approval of Meeting Minutes for June 15, 2023

It was brought to my attention that the meeting minutes for June 15, 2023, had not been completed or brought to the council for approval. While there was a draft of the minutes, it required proofreading and refinement. In order to correct this oversight, I have modified the minutes based on the recording of the meeting and written notes from the past clerk.

I recommend that the council approve the meeting minutes for June 15, 2023, as amended.

CITY OF CRAIG
COUNCIL MEETING MINUTES
THURSDAY, JUNE 15, 2023

ROLL CALL

Mayor Tim O'Connor called the meeting to order at 6:30 p.m. Present were Julie McDonald, Chanel McKinley, Cody Schwegel, Hannah Bazinet, Millie Schoonover and Michael Kampnich was present telephonically.

Staff Present: Brian Templin, City Administrator; Veronica Dandurand, Administrative Assistant. Samantha Wilson was present telephonically.

Audience Present: Clinton Cook, Bob Anderson, Marva Otto

CONSENT AGENDA

1. City Council Meeting Minutes of June 1, 2023
2. Ordinance 761 Authorizing the City Administrator to Negotiate a Lease for city owned property to the State of Alaska Department of Natural Resources
3. Ordinance 760 Authorizing the City Administrator to Negotiate a Lease for city owned property with Craig Standlee (dba) CFI, LLC

MCKINLEY/BAZINET

Moved to accept the consent agenda.

MOTION CARRIED (6-0)

HEARING FROM THE PUBLIC

Bob Anderson raised a question for Samantha Wilson, the city planner, regarding a replat of interest to him. Samantha informed him that she needed a few more signatures to finalize the paperwork and assured him she would reach out to him with updates next week.

Clinton Cook inquired about an article titled "NOAA looks to Outline Alaska aquaculture areas" on the agenda, asking if it was open for public comment, given his observation of NOAA vehicles around town. Tim O'Connor suggested that the vehicles were likely for enforcement purposes. Brian Templin clarified that he includes articles of interest for the council under the agenda's reading of correspondence but stated there were no current plans for NOAA to address the council about the article.

Clinton expressed concern about potential future mariculture farms and emphasized the need to protect subsistence areas, advocating for tribal inclusion in discussions. Tim thanked Clinton for his help with the ATA and Trollars lawsuit and mentioned efforts to connect Washington tribes with CTA. Clinton confirmed contact with the tribes' attorneys and highlighted the Tribe's communication with NOAA regarding the impact of a king salmon closure on tribal members reliant on the fishery.

2. Craig Harbor Discussion

Brian provided a summary of the meeting's main points, emphasizing the need for council guidance on the project. Various options were presented, including a multi-year commitment, seeking congressional support, or abandoning the project altogether. Steve suggested an in-person meeting with legislative delegates in D.C.

Julie proposed adding the project to the fall ballot, but Brian noted time constraints. Concerns were raised about the size of the breakwater and potential changes. Brian highlighted the importance of sticking to the original plans to avoid delays.

Discussion then turned to the development of the uplands, with Brian suggesting staff begin planning. Julie and others expressed a desire for downtown revitalization. Funding and project viability were debated, with differing opinions on the best course of action.

Ultimately, option #5, putting the project on hold while urging the Corps to fund it, was favored. Participants also discussed potential collaborations and alternative funding sources, with Brian highlighting the complexity of the regulatory process.

Despite differing opinions, the group leaned towards option #5, with a request for Corps funding. Cody proposed exploring temporary moorage options, and the mayor suggested a seasonal dock. Julie suggested a combination of options #2 and #4, which would require Corps approval.

Brian concluded that while option #5 was preferred, they would request Corps funding..

COUNCIL COMMENTS

Millie inquired about the availability of members for the upcoming City Council meetings on July 6th and 20th. She mentioned her potential absence on the 13th due to a meeting with Blake. Julie stated she would not be able to attend the July meetings, expressing a preference for one council meeting per month.

Julie raised concerns regarding airport operations and medevac night flight services. Brian explained that one carrier opted to ground their flights following a crash, while the other lacked an IFR-rated plane for flights in Southeast Alaska.

Next Council Meeting will be July 20, 2023.

ADJOURNMENT

BAZINET/MCKINLEY

Motion to adjourn the meeting at 8:40 p.m.
MOTION CARRIED UNANIMOUSLY

Mayor Timothy O'Connor

ATTEST: _____

Mary Salazar, City Clerk
Meeting minutes revised on March 19, 2024.

**CITY OF CRAIG
CITY COUNCIL MEETING
MARCH 28, 2024**

ROLL CALL

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

CONSENT AGENDA

Meeting Minutes March 6, 2024

Meeting Minutes March 7, 2024

SCHOONOVER/BAZINET

Motion to adopt the consent agenda.

MOTION CARRIED UNANIMOUSLY

HEARING FROM THE PUBLIC

Resolution 24-05, Supporting Alaska Senate Bill 171

Resolution 24-06, Resolution Opposing Listing Alaska King Salmon Under the ESA

Resolution 24-07, Opposing Rescinding Nonrural Determination for Ketchikan

Abby Twyman, Network Director of POW Health Network, spoke about the upcoming coalition network meeting happening on Wednesday, April 3rd, 2024, from 9:00 am- 1:00 pm.

READING OF CORRESPONDENCE

Public Review: 5 Year Schedule of Timber Sales State Fiscal Year 2025-2029

Letter from Gregory and Karen Head- Mayor Smith made a comment that he had met with the CTA about the size of the parcel listed on their application. They are currently waiting to meet with the CTA's surveyor.

ADL 109226: Public Notice of State Upland Lease for Aquatic Farm Support Structures in Naukati Bay

Spring 2024 Recreation Brochure

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

Resolution 24-05, Supporting Alaska Senate Bill 171

MCKINLEY/BAZINET

Motion to adopt Resolution 24-05

MOTION CARRIED UNANIMOUSLY

Resolution 24-06, Resolution Opposing Listing Alaska King Salmon Under the ESA

SCHOONOVER/MCKINLEY

Motion to adopt Resolution 24-06

MOTION CARRIED UNANIMOUSLY

Resolution 24-07, Opposing Rescinding Nonrural Determination for Ketchikan

BAZINET/BENNETT

Motion to adopt Resolution 24-07

MOTION CARRIED UNANIMOUSLY

UNFINISHED BUSINESS

Resolution 24-04, City Administrator Evaluation

BAZINET/BENNETT

Motion to adopt Resolution 24-05, City Administrator Evaluation, as amended
MOTION CARRIED UNANIMOUSLY

City/CTA Memorandum of Understanding

MCKINLEY/SCHOONOVER

Motion to adopt City/CTA MOU
MOTION CARRIED UNANIMOUSLY

Parliamentary Procedure/Meeting Training Discussion- The council gave staff direction to conduct in house training in May.

NEW BUSINESS

State Revolving Fund for Drinking Water

BAZINET/BENNETT

Motion to authorize the City Administrator to submit a loan application to the State Revolving Fund before April 30th, 2024
MOTION CARRIED UNANIMOUSLY

AmeriCorp Volunteer

BAZINET/MCKINLEY

Motion to direct staff to apply for the Alaska Afterschool Network to recruit an AmeriCorp Volunteer
MOTION CARRIED UNANIMOUSLY

Streetlight Nomination

MCKINLEY/BAZINET

Motion to approve funding for 1-3 streetlights for installation based on the nominations of the Planning Commission and public testimony
MOTION CARRIED UNANIMOUSLY

RMC Engineering Contract

BAZINET/THOMAS

Motion to authorize the City Administrator to sign a contract with RMC Engineering Services for \$99,000.00
MOTION CARRIED UNANIMOUSLY

COUNCIL COMMENTS

Councilmember Chanel McKinley addressed the upcoming cruise ships visiting Klawock this summer, proposing the setup of booths at Cannery Point and hiring someone to talk about the history of the buildings down there. Brian Templin responded, highlighting the exclusion of other communities in tourist planning by Icy Straight Point and Klawock Heenya Corporation, focusing solely on excursions within Klawock. Brian suggested communicating to the cruise lines what Craig has to offer its passengers. Mayor Smith suggested offering guiding services up Sunnahae Mountain, to which Brian noted the need for a Forest Service permit. Councilmember McKinley pointed out the lack of restaurants in Klawock following the closure of the Bread Box.

Councilmember Hannah Bazinet inquired about the opening of public restrooms at Ralph James Park, with Oliver Lewis confirming an April opening.

Councilmember Millie Schoonover raised concerns about the overcrowded parking lot downtown by Ruth Ann's, suggesting its extension.

ADJOURNMENT

A motion was made to adjourn the meeting at 7:25 pm.

SCHOONOVER/BAZINET

MOTION CARRIED UNANIMOUSLY

KASEY SMITH
MAYOR

MARY SALAZAR
CITY CLERK

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Samantha Wilson, City Planner
Date: March 25, 2024
RE: Ordinance 769 – Authorization for City Administrator to negotiate a lease of City Owned Property to Mike Stewart and Melanie Bergaron.

Mike Stewart and Melanie Bergaron have applied to lease a 10-acre portion of Tracts D-1 and D-2, ANCSA 14c3, Craig Klawock-Highway, to build and operate a small visitor center with a salmon observatory, recreational park, park host headquarters, maintenance shop for trucking, and a firewood depot. This project would require significant development including the construction of a main access drive way, clearing of trees/overburden, utility installation, and building construction.

The lot is currently forested with at least three anadromous streams crossing the properties. There are at least two eagle nesting trees on the property as well. One is active, located near Crab Creek and the other is located in a large, dead snag that appears to have been abandoned and is located near or on Tract D-2. Additionally, there is a 100' wind buffer on the ocean-facing side. All federal and state rules and regulations will need to be followed to develop these lots with protection applied to sensitive natural resources.

At least two access permits have been active on Tract D-2 over the years (Gale Force Gardens as well as a firewood storage operation). There has also been a request from a local business to harvest a few select dead trees on the property including the abandoned historical eagle nest tree. An inquiry has been made to Fish and Wildlife regarding the status of that tree and legalities moving forward. The other trees of interest are no longer standing.

As a standard lease, the minimum rate may be no less than eight percent of the property value as determined either through appraisal, assessment, or use of the consumer price index to adjust the rental rate from a pre-existing value. Appraisals or assessments must have taken place within the last 12 months to be utilized. As the property in question does not have a previously established lease value and has not been assessed, a property assessment would be required.

Approval of this ordinance allows the City Administrator to negotiate the terms of the lease with Mike Stewart and Melanie Bergaron. Two readings must take place before the ordinance can be passed. As is standard with leases of city owned property, the final terms of the lease will be brought back to the council for final approval.

Recommendation: Pass the first reading of Ordinance 769.

**CITY OF CRAIG
ORDINANCE No.769**

AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE WITH MIKE STEWART AND MELANIE BERGARON THE TERMS OF A LEASE OF CITY OWNED LANDS CONSISTING OF APPROXIMATELY 10 ACRES OF TRACT D-1 AND TRACT D-2, USS 2327.

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

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

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

Section 4. Action. This ordinance authorizes the City Administrator to negotiate the lease of approximately 10 acres of city owned property consisting of Tract D-1 and Tract D-2, USS 2327. Final terms of said lease are subject to the approval of the Craig City Council.

Passed and approved on _____, 2024.

Mayor Kasey Smith

Attest _____
Mary Salazar, City Clerk

CITY OF CRAIG

APPLICATION FOR LEASE OF CITY PROPERTY

NAME Mike Stewart & Melanie Bergstrom

ORGANIZATION _____

ADDRESS PO Box 1024 Craig, AK 99921

TELEPHONE NUMBER 907-401-4989 (Mike) OR 907-401-1030
Melanie

- Are You:
- a. 18 years of age or over? Yes No
 - b. Authorized to conduct business in the State of Alaska? Yes No
 - c. Acting as an agent for a third party? Yes No

If you answered yes to question c, please specify the party you represent:

Name: _____

Address: _____

Telephone Number _____ or _____

1. Please provide below the address and legal description of the property you wish to lease.

Crab Cove Subdivision, Tracts D-1, D-2

2. What is the square footage of the area you wish to lease?

10 acres, 435,000 Sq. Ft.

3. Please briefly state your intended use for the property you wish to lease.

D-1 recreational park, small visitor center with Salmon
observatory. D-2 park equipment storage, Park Host quarters
& firewood depot.

4. What benefit will the community receive in return for leasing this property?

Offer our local community an open space park
with pet friendly walking paths, picnic areas with
tables & benches, offer small visitor center with fish
observatory, have a processed firewood depot

5. Are you claiming a public use exemption as defined in 16.02.030(B) of the Craig Municipal Code?

Yes

No

*with potential to
change for park side
of property.*

6. All applications for lease of city property must be submitted with a development plot plan showing and stating:
 1. The purpose of the proposed lease;
 2. The use, value and nature of improvements to be constructed;
 3. The type of construction;
 4. Dates construction is estimated to commence and be completed; and
 5. Whether the intended use complies with zoning and the Craig land use code.

Please attach a plot plan meeting these requirements.

I certify that the information contained in this application is truthful and accurate to the best of my knowledge. I understand that any intentional misrepresentation contained in the statements in this application is grounds for the forfeit of any fees, deposits or other moneys that have been deposited with the city regarding this application. I have had an opportunity to read Title 16 of the Craig Municipal Code and understand the obligations and commitments I incur by the filing of this lease application with the Craig City Clerk.

Mae Stewart Manderson 3/8/24
 Signature of Applicant Date

Once this application is complete, please file it with the City Clerk. Unless otherwise exempted per 16.02.070(B) of the Craig Municipal Code, a \$150 non-refundable filing fee must accompany the application.

City use only		
Received by <u>Samantha Wilson</u>	Date <u>3/8/24</u>	Fee Paid <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Check # _____

CITY OF CRAIG LEASE APPLICATION PROCESS

1. The applicant completes the lease application and submits it to the city with the \$150 filing fee.
2. The city will post a public notice for 30 days regarding the lease application
3. During the 30 day public notice, the city council will hold the first reading of the ordinance authorizing city staff to negotiate the terms of the lease with the applicant.
4. At the conclusion of the 30 day notice, the city council will hold a second reading of the ordinance. The ordinance is usually either approved or defeated at the second reading.
5. If the ordinance is approved, the applicant hires an MAI certified appraiser who will write an appraisal report attaching a square foot value to the property subject to the lease. The city leases property at a rate that is no less than eight percent of the property's fair market value.
6. City staff will negotiate the final terms of the lease with the applicant.
7. The final terms are sent back to the city council for final approval.
8. If the council gives final approval to the terms, the lease is signed by both parties.

Crab Bay Park

Land lease proposal

Prepared for: City of Craig

Prepared by: Mike Stewart/Melanie Bergeron

February 29, 2024

Proposal number: 1



Crab Cove Subdivision Tract D-1 & D-2

Crab Bay Park

EXECUTIVE SUMMARY

Objective

- Long term land lease or option to purchase Tract D-1 and Tract D-2 City of Craig for Crab Cove subdivision

Goals

- We would like to take Tract D-1 to clean-up and develop a site into recreational park and small visitor center with salmon observatory
- Develop Tract D-2 to build park host quarters with a storage facility for park maintenance equipment.
- Develop an area On Tract D-2 for a firewood depot for our community and surrounding areas.
- Have the opportunity to grow, improve, add value to the lands for our community.

Solution

Follow standard City of Craig lease application process, attend planning committee meetings to share ideas and concepts, answer questions from committee and/or community members

Project Outline

- Phase 1: Build main access drive way, clear trees/overburden bring lot to grade, build rock pad, install/utilities.
- Phase 2: Establish walkways, trail, observatory building & landscaping for Tract D-1
- Phase 3: Tract D-2 Establish driveway/lot access, clear overburden, build pad, erect park host housing and maintenance shop

Crab Bay Park

RENTAL LEASE

Our rental lease terms will be standard to City of Craig contracts which is 8% of the most recent year City of Craig assessed value; for 2024 this will be as follows and updated annually beginning in January:

Description	Quantity	Unit Price	Cost
Tract D-1	1	8%	TBD
Tract D-2	1	8%	TBD
Total			0

Crab Bay Park

TRACT D-1/D-2

PROPOSED FUTURE DEVELOPMENT DETAILS

TRACT D-1 : A) DEVELOP ACCESS MAIN DRIVEWAY FROM PRE-EXISTING GRADE,CAPPING WITH ROCK CONSTRUCTION DATES EST. 5/1/2024-5/15/2024

TRACT D-1 : B) DESIGNATED PARKING LOT FOR PARK, THIS WOULD CONSIST OF CLEARING YOUNG GROWTH TREES/UNDERBRUSH, LEVELING DIRT WORK, CAPPING WITH ROCK, CONSTRUCTION DATES EST. 5/30/2024-6/15

TRACT D-1 : C) CLEAR UNDERBRUSH/ALDER TREES,LEVEL DIRT WORK PREP TO PLANT GRASS. CONSTRUCTION DATES EST. 6/30/2024 -7/1/2024

TRACT D-1 : D) CREATE ACCESS DRIVE BETWEEN D-1 AND D-2 FOR MAINTENANCE VEHICLE CONSTRUCTION DATES EST. 7/15/2024-7/30/2024

TRACT D-1 : E) BUILD A FISH OBSERVATORY WALKWAY WITH VISITOR INFO CONSTRUCTION DATES EST. 8/1/2024-8/30/2024

TRACT D-1 : F) BUILD WALKWAY TRAILS AROUND AND THROUGH PARK CONSTRUCTION DATES EST. 5/30/2024 -8/1/2024

TRACT D-1 : G) BUILD RESTROOM FACILITY “ PERMIT DEPENDING”

TRACT D-2 : H) BUILD DRIVEWAY FROM MAIN HIGHWAY CLEAR TREES UNDERBRUSH, DEBRIS AS NEEDED CAP WITH ROCK. CONSTRUCTION EST. 5/30/2024 - 10/1/2024

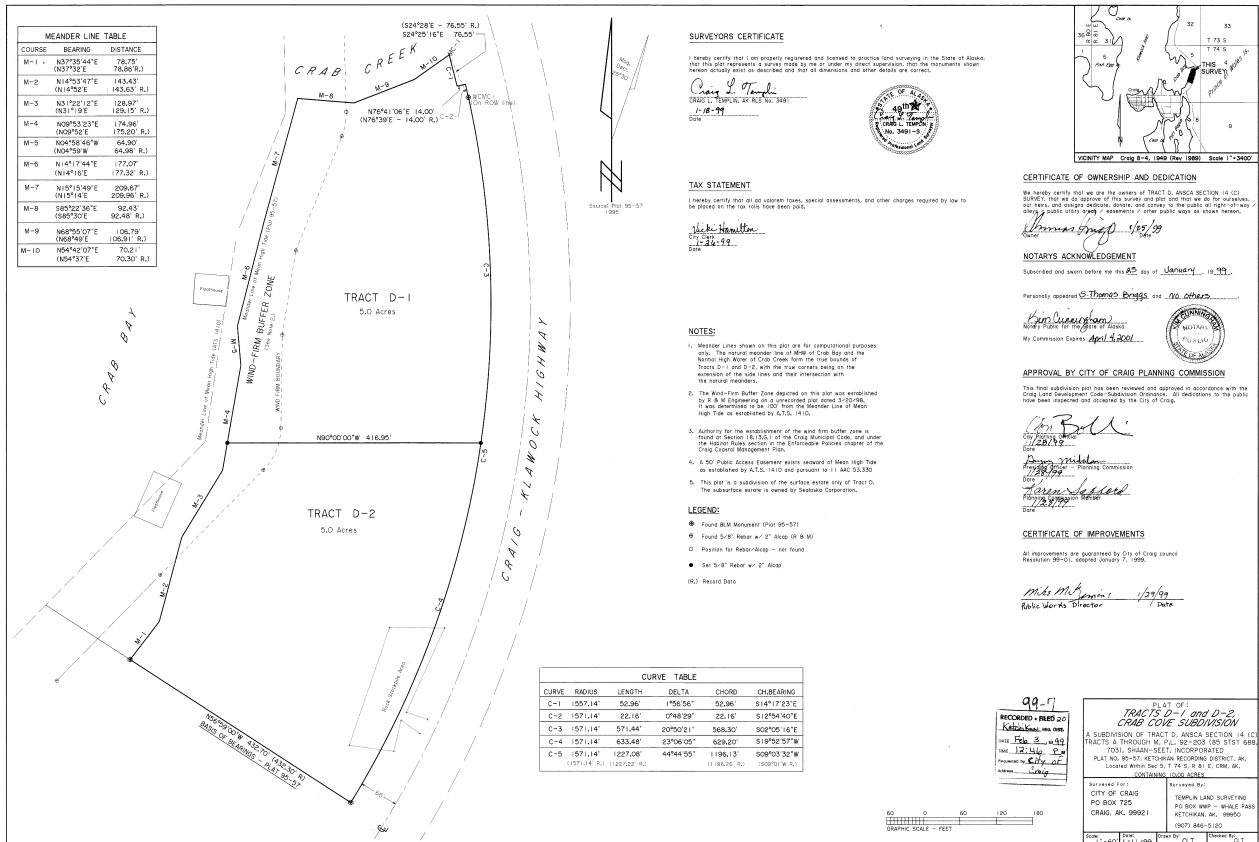
Crab Bay Park

TRACT D-2 : I) CLEAR TREES, UNDERBRUSH DEBREE AS NEEDED TO BUILD SITE
ROCK PAD FOR PARK HOST BUILDINGS. CONSTRUCTION EST. 5/30/2024- 10/1/2024

TRACT D-2 : J) BUILD PARK EQUIPMENT STORAGE SHOP AND HOST QUARTERS
CONSTRUCTION EST. 5/1/2025 -9/1/2025

TRACT D-2 : K) CLEAR AN OPEN SPACE OF TREES, UNDERBRUSH AND
OVERBURDEN. ROCK IN PAD FOR A FIREWOOD STORAGE DEPOT. CONSTRUCTION
EST. 5/30/24 -10/1/2024

Crab Bay Park



Crab Bay Park



Melanie&Mike

Get to know us!

Dear Council Members,

First and foremost we're excited at this opportunity, we would like to take this time to introduce ourselves.

We have both been Alaska residents a majority of our lives, Prince of Wales is our home, we currently reside in Craig, we're family oriented.

Mike's background is Father of 4 boys, I have been self-employed for over 25 years, as a commercial fisherman/diver, in Construction/Trucking, logging, small wood products business, as well as worked for different companies from Heavy equipment operator to truck driving. The outdoor lifestyle that Prince of Wales has to offer is something that I have cherished throughout my life and is very important for me to pass on to my Sons as well as future generations. Living here year round, building business relationships for long term is very important to me and look forward to the future as I see POW has amazing opportunities.

Melanie's background consists of many great thing such as customer service, management, finances, personal relations, I have experience over the years in small business start-ups and operations. I foresee my personal life experiences thus far to be beneficial not just for my families growth but also for all of Prince of Wales, Craig especially. My ultimate goal is to help our local economy grow in diversified ways. My passion for the people that reside in Craig and on Prince of Wales is truly where my heart is and is ultimately my main driving force.

Our Best,

Mike and Melanie

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Brian Templin, City Administrator
Date: March 27, 2024
RE: April Staff Report

1. **Upcoming Meeting Schedule.** It is a busy time of year with a number of issues related to the budget, school district contribution and other public meetings requested by the council. Here is a quick recap of upcoming meetings related to the council:
 - April 1st – Budget Committee Meeting, 5 pm at City Hall
 - April 4th – Regular Council Meeting, 6:30 pm at City Hall
 - April 8th – (Tentative) Budget Committee Meeting, 5 pm at City Hall
 - April 10th – Joint Workshop with School District, 6 pm at City Hall
 - April 24th – Town Hall Meeting to Take Comments on Future Harbor in Craig, 6 pm at the Craig High School Auditorium

2. **Staffing.**
 - a. Planner. The planning director’s resignation was effective March 29th. The mayor, Samantha and I conducted interviews for a new planner on March 26th and 27th. There were a couple of promising candidates in the interviews so we hope to extend a job offer prior to the council meeting on April 4th.
 - b. Police Department. We have had one Officer Recruit resign recently. One new recruit will start with the department in April and we are continuing to advertise for the newly vacant position.
 - c. Pool. The pool is still significantly understaffed for lifeguards. Mandy Griffin has started as the new center director and staffing is at the top of her list. She will work on increasing staffing as one of her first priorities as she starts.Most other departments are at or near full staffing.

3. **School Board Workshop.** There is a joint workshop between the Craig City School Board and the Craig City Council scheduled for Wednesday, April 10th at 6:00 pm here at city hall. The purpose of this workshop is to continue the discussion with the district related to the FY25 local contribution. This is **not** the annual joint workshop to review the final draft budget. The district may have a draft, but it will not be the final draft for discussion. This meeting was requested by budget committee members at the March 18th budget committee meeting.

4. **School District Funding.** At the March 13th workshop the school district requested an additional \$1.289 million in funding for FY25 to fill the deficit in their FY25 budget. By using the entire estimated SRS payment, the GF contribution in the FY25 budget, and additional savings related to the school the city can make a payment of about \$736,000 in cash and \$81,000 in in-kind and supplemental contributions. This leaves about \$1.1 million remaining in the district’s request for this year.

At the budget meeting on March 18th most council members clearly objected to increasing property taxes this year or in future years. While we do have savings for this year, the council will need to discuss significant revenue increases next year to avoid

exhausting the reserve funds available for the school. The budget committee indicated that a sales tax increase may be the way to establish future funding at a higher level for future years. A memo is included in the packet for a discussion on April 4th about sales tax. Sales tax increases would not be a solution for the FY25 deficit since this would require voter approval.

5. **Budget.** The budget committee and finance director have been doing a great job with the budget this year. The operations budget is currently balanced and the committee will review the capital budget on April 1st. Depending on discussion regarding school funding we should be able to easily wrap up the budget and get it to the council in May for adoption.
6. **Annual Property Assessment.** The city's contract assessors were here recently and completed their fieldwork for the 2024 tax year. A copy of the Post Fieldwork letter is included in the packet for the April 4th meeting. After adjusting individual properties (generally based on improvements to the property) and analyzing sales trends compared to assessed values the assessors have increased land values by 25% for this year. No other trending increases were made. The adjusted values increased the total taxable real property in Craig by \$8,327,700 resulting in a net increase of property tax by about \$25,000 for the current year. Tax notices have been sent out and the appeal period is currently underway. The council will be asked to approve the tax roll and set the mill rate for 2024 at the May 16th meeting.
7. **Leave and Travel Schedule.** I do not have any significant leave or travel scheduled through April or May.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Kimber Mikulecky
Date: April 04, 2024
RE: April Staff Report – Finance Director

February's Alaska Permanent Capital Management reports are included. Please note that these are the most current reports available.

1. Lisa, Natalie and myself will be going to Caselle in Utah for in person training April 14th – April 20th. We will be live with Caselle by May 1st.
2. It is our intent to primarily work out of Caselle once it is up and live. This is dependent on how much data we can have converted from Accufund. We anticipate having all data up to Caselle's live date to be converted. This will help eliminate having to year end processing out of two accounting systems as well as the audit for fiscal year 2024.
3. Budget committee meetings have been very successful with lots of good suggestions for balancing the budget. I intend to bring a first reading of the final budget to the full council tentatively on May 2nd.

If you have any questions, please reach out to me directly via email at finance@craigak.com or by phone at 907-826-3275 extension 226.

City of Craig
Cash Balances
3/27/2024

General Fund

Deposit Clearing Account	59,761.26
Checking - First Bank	1,409,782.73
Checking - Wells Fargo	25,218.73
Petty Cash	356.60
Petty Cash-Harbors	165.29
Petty Cash- Aquatic Center	250.00
Petty Cash - Police	241.26
Petty Cash- Library	150.00
Wells Fargo CD Saving Account	<u>1,876.87</u>
Total	<u>1,497,802.74</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	7,602.22
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	54,886.68
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>4,046,059.10</u>

Endowment

Cash Held Endowment	240,780.48
Fixed Inc. Investment Endowment	7,961,398.74
Accr. Int., Endowment	47,692.13
Equity Invest., Endowment	5,049,322.23
Unrealized Gain/Loss Endowment	(803,047.49)
Unrealized Gain/Loss Equity, Endowment	<u>(21,126,630.49)</u>
Total	<u>(8,630,484.40)</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
March 27, 2024

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Administration				
Total Personnel Expenditures	284,819	0	231,265	284,819
Total Benefits Expenditures	126,131	0	190,837	126,131
Total Contract Expenditures	140,460	0	345,350	140,460
Total Travel & Expenditures	13,139	668	27,845	13,806
Total Materials Expenditures	12,995	0	13,995	12,995
Total Utilities Expenditures	21,806	0	20,520	21,806
Total Repairs & Maint Expenditures	1,906	0	4,710	1,906
Total Other Expenditures	46,586	0	51,139	46,586
Total Capital & Debt Expenditures	3,572	0	7,500	3,572
Total Expenditures	<u>\$ 651,414</u>	<u>\$ 668</u>	<u>\$ 893,161</u>	<u>\$ 652,081</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (651,414)</u>	<u>\$ (668)</u>	<u>\$ (893,161)</u>	<u>\$ (652,081)</u>
Council				
Total Personnel Expenditures	12,242	0	20,679	12,242
Total Benefits Expenditures	1,271	0	7,030	1,271
Total Contract Expenditures	1,299	0	950	1,299
Total Travel & Expenditures	7,860	0	5,550	7,860
Total Materials Expenditures	410	0	1,000	410
Total Utilities Expenditures	47	0	0	47
Total Repairs & Maint Expenditures	0	0	0	0
Total Other Expenditures	985	0	10,428	985
Total Capital & Debt Expenditures	9,110	892	10,000	10,002
Total Expenditures	<u>\$ 33,224</u>	<u>\$ 892</u>	<u>\$ 55,637</u>	<u>\$ 34,116</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (33,224)</u>	<u>\$ (892)</u>	<u>\$ (55,637)</u>	<u>\$ (34,116)</u>
Planning				
Total Revenues	\$ 6,062	\$ 0	\$ 0	\$ 6,062
Total Personnel Expenditures	36,766	0	43,560	36,766
Total Benefits Expenditures	19,518	0	28,563	19,518
Total Contract Expenditures	544	(3,248)	0	(2,704)
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	192	0	500	192
Total Other Expenditures	1,718	0	2,242	1,718
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ 58,681</u>	<u>\$ (3,897)</u>	<u>\$ 79,865</u>	<u>\$ 54,785</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (52,619)</u>	<u>\$ 3,897</u>	<u>\$ (79,865)</u>	<u>\$ (48,723)</u>
Parks &Facilities				
Total Personnel Expenditures	122,543	0	190,534	122,543
Total Benefits Expenditures	59,849	0	74,538	59,849
Total Contract Expenditures	30,135	(400)	7,500	29,735
Total Travel & Expenditures	0	0	1,500	0

City of Craig
Revenue and Expense YTD & Budget
March 27, 2024

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Total Materials Expenditures	32,809	(29,488)	51,350	3,322
Total Utilities Expenditures	20,918	0	8,700	20,918
Total Repairs & Maint Expenditures	17,016	1,499	12,000	18,515
Total Other Expenditures	22,177	0	18,534	22,177
Total Capital & Debt Expenditures	24,259	0	67,729	24,259
Total Expenditures	<u>\$ 329,706</u>	<u>\$ (28,389)</u>	<u>\$ 432,385</u>	<u>\$ 301,318</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (329,706)</u>	<u>\$ 28,389</u>	<u>\$ (432,385)</u>	<u>\$ (301,318)</u>
Public Works				
Total Personnel Expenditures	126,863	35	127,790	126,898
Total Benefits Expenditures	58,327	0	68,911	58,327
Total Contract Expenditures	39,420	2,846	720	42,266
Total Travel & Expenditures	120	0	32,000	120
Total Materials Expenditures	29,629	(978)	81,200	28,651
Total Utilities Expenditures	18,328	0	7,600	18,328
Total Repairs & Maint Expenditures	32,845	(1,894)	56,000	30,949
Total Other Expenditures	27,670	0	16,049	27,670
Total Capital & Debt Expenditures	75,907	5,604	190,260	81,510
Total Expenditures	<u>\$ 409,109</u>	<u>\$ 5,613</u>	<u>\$ 580,530</u>	<u>\$ 414,719</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (409,109)</u>	<u>\$ (5,613)</u>	<u>\$ (580,530)</u>	<u>\$ (414,719)</u>
Police				
Total Personnel Expenditures	518,885	0	701,784	518,885
Total Benefits Expenditures	283,263	0	390,912	283,263
Total Contract Expenditures	27,770	0	27,106	27,770
Total Travel & Expenditures	3,729	492	7,500	4,221
Total Materials Expenditures	53,557	13,813	61,800	67,370
Total Utilities Expenditures	17,038	0	16,510	17,038
Total Repairs & Maint Expenditures	491	0	1,000	491
Total Other Expenditures	55,475	(982)	60,008	54,493
Total Capital & Debt Expenditures	58,986	2,380	74,200	61,366
Total Expenditures	<u>\$ 1,019,194</u>	<u>\$ 15,703</u>	<u>\$ 1,340,820</u>	<u>\$ 1,034,897</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (1,019,194)</u>	<u>\$ (15,703)</u>	<u>\$ (1,340,820)</u>	<u>\$ (1,034,897)</u>
EMS				
Total Personnel Expenditures	176,750	0	187,169	176,750
Total Benefits Expenditures	64,967	0	75,588	64,967
Total Contract Expenditures	2,882	0	7,400	2,882
Total Travel & Expenditures	8,473	0	9,700	8,473
Total Materials Expenditures	11,198	0	13,950	11,198
Total Utilities Expenditures	6,929	0	8,600	6,929
Total Repairs & Maint Expenditures	4,760	0	0	4,760
Total Other Expenditures	10,474	0	10,077	10,474
Total Capital & Debt Expenditures	5,999	0	7,000	5,999
Total Expenditures	<u>\$ 292,432</u>	<u>\$ 0</u>	<u>\$ 319,484</u>	<u>\$ 292,432</u>

City of Craig
Revenue and Expense YTD & Budget
March 27, 2024

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Excess Revenue Over (Under) Expenditures	\$ (292,432)	\$ 0	\$ (319,484)	\$ (292,432)
Fire Department				
Total Personnel Expenditures	0	0	0	0
Total Benefits Expenditures	925	0	4,186	925
Total Contract Expenditures	0	0	5,700	0
Total Travel & Expenditures	175	0	5,000	175
Total Materials Expenditures	350	(1,502)	3,400	(1,153)
Total Utilities Expenditures	3,816	0	5,300	3,816
Total Repairs & Maint Expenditures	(753)	0	1,000	(753)
Total Other Expenditures	4,144	0	5,954	4,144
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	\$ 8,657	\$ (1,502)	\$ 30,540	\$ 7,154
Excess Revenue Over (Under) Expenditures	\$ (8,657)	\$ 1,502	\$ (30,540)	\$ (7,154)
Library				
Total Revenues	\$ 27,649	\$ (2,689)	\$ 0	\$ 24,960
Total Personnel Expenditures	81,997	0	100,152	81,997
Total Benefits Expenditures	26,255	0	32,137	26,255
Total Contract Expenditures	16,436	(1,200)	3,660	15,236
Total Travel & Expenditures	292	500	1,000	792
Total Materials Expenditures	22,683	1,461	11,600	24,144
Total Utilities Expenditures	6,310	0	10,250	6,310
Total Repairs & Maint Expenditures	2,259	0	500	2,259
Total Other Expenditures	3,816	0	2,770	3,816
Total Capital & Debt Expenditures	457	53	33,000	510
Total Expenditures	\$ 160,505	\$ 814	\$ 195,069	\$ 161,319
Excess Revenue Over (Under) Expenditures	\$ (132,856)	\$ (3,503)	\$ (195,069)	\$ (136,359)
Recreation				
Total Revenues	\$ 240	\$ 0	\$ 0	\$ 240
Total Personnel Expenditures	64,220	0	114,140	64,220
Total Benefits Expenditures	25,980	0	54,456	25,980
Total Contract Expenditures	8,081	0	9,000	8,081
Total Travel & Expenditures	544	0	1,500	544
Total Materials Expenditures	14,078	0	13,410	14,078
Total Utilities Expenditures	13,532	0	19,625	13,532
Total Repairs & Maint Expenditures	2,244	0	2,100	2,244
Total Other Expenditures	12,594	0	6,239	12,594
Total Capital & Debt Expenditures	3,998	0	11,450	3,998
Total Expenditures	\$ 145,271	\$ 0	\$ 231,920	\$ 145,271
Excess Revenue Over (Under) Expenditures	\$ (145,031)	\$ 0	\$ (231,920)	\$ (145,031)
Aquatic Center				

City of Craig
Revenue and Expense YTD & Budget
March 27, 2024

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Total Personnel Expenditures	87,228	0	204,733	87,228
Total Benefits Expenditures	64,547	0	120,093	64,547
Total Contract Expenditures	535	535	4,040	1,070
Total Travel & Expenditures	1,598	0	7,770	1,598
Total Materials Expenditures	7,620	(1,382)	24,420	6,238
Total Utilities Expenditures	92,040	0	138,650	92,040
Total Repairs & Maint Expenditures	0	(345)	4,500	(345)
Total Other Expenditures	21,178	0	20,012	21,178
Total Capital & Debt Expenditures	142,979	(12,999)	157,679	129,980
Total Expenditures	<u>\$ 417,725</u>	<u>\$ (14,191)</u>	<u>\$ 681,897</u>	<u>\$ 403,534</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (417,725)</u>	<u>\$ 14,191</u>	<u>\$ (681,897)</u>	<u>\$ (403,534)</u>
Sewer				
Total Revenues	\$ 172,334	\$ 0	\$ 0	\$ 172,334
Total Personnel Expenditures	119,646	0	164,916	119,646
Total Benefits Expenditures	47,896	0	68,043	47,896
Total Contract Expenditures	6,511	(165)	7,800	6,346
Total Travel & Expenditures	583	(1,000)	3,280	(417)
Total Materials Expenditures	5,656	1,406	14,400	7,061
Total Utilities Expenditures	36,114	(1,392)	42,300	34,722
Total Repairs & Maint Expenditures	8,099	(5)	5,000	8,094
Total Other Expenditures	23,566	0	28,263	23,566
Total Capital & Debt Expenditures	49,560	5,786	118,530	55,345
Total Expenditures	<u>\$ 297,631</u>	<u>\$ 4,630</u>	<u>\$ 452,532</u>	<u>\$ 302,259</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (125,297)</u>	<u>\$ (4,630)</u>	<u>\$ (452,532)</u>	<u>\$ (129,925)</u>
Water				
Total Revenues	\$ 212,902	\$ 0	\$ 0	\$ 212,902
Total Personnel Expenditures	117,070	0	241,983	117,070
Total Benefits Expenditures	48,646	0	105,432	48,646
Total Contract Expenditures	7,594	927	12,500	8,521
Total Travel & Expenditures	2,415	(1,198)	7,570	1,217
Total Materials Expenditures	46,121	(5,218)	79,850	40,903
Total Utilities Expenditures	45,479	0	29,000	45,479
Total Repairs & Maint Expenditures	16,665	(11,661)	39,620	5,005
Total Other Expenditures	20,431	0	20,346	20,431
Total Capital & Debt Expenditures	26,565	0	105,549	26,565
Total Expenditures	<u>\$ 330,986</u>	<u>\$ (17,150)</u>	<u>\$ 641,850</u>	<u>\$ 313,837</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (118,084)</u>	<u>\$ 17,150</u>	<u>\$ (641,850)</u>	<u>\$ (100,935)</u>
Garbage				
Total Revenues	\$ 275,316	\$ 0	\$ 0	\$ 275,316
Total Personnel Expenditures	31,027	0	75,159	31,027
Total Benefits Expenditures	8,985	0	18,859	8,985
Total Contract Expenditures	150,408	0	249,500	150,408

City of Craig

Revenue and Expense YTD & Budget

March 27, 2024

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	2,968	0	12,500	2,968
Total Utilities Expenditures	260	0	500	260
Total Repairs & Maint Expenditures	213	3,217	8,500	3,430
Total Other Expenditures	7,888	0	5,802	7,888
Total Capital & Debt Expenditures	49,865	0	136,841	49,865
Total Expenditures	<u>\$ 251,614</u>	<u>\$ 3,217</u>	<u>\$ 507,661</u>	<u>\$ 254,831</u>
Excess Revenue Over (Under) Expenditures	<u>\$ 23,702</u>	<u>\$ (3,217)</u>	<u>\$ (507,661)</u>	<u>\$ 20,485</u>

Harbor

Total Revenues	\$ 230,856	\$ 0	\$ 0	\$ 230,856
Total Personnel Expenditures	118,803	0	195,063	118,803
Total Benefits Expenditures	84,422	0	106,975	84,422
Total Contract Expenditures	1,000	0	1,200	1,000
Total Travel & Expenditures	2,575	(350)	2,500	2,225
Total Materials Expenditures	10,113	(305)	13,875	9,808
Total Utilities Expenditures	39,866	0	36,942	39,866
Total Repairs & Maint Expenditures	8,701	(1,290)	18,000	7,411
Total Other Expenditures	30,229	0	26,619	30,229
Total Capital & Debt Expenditures	0	(16,315)	163,000	(16,315)
Total Expenditures	<u>\$ 295,709</u>	<u>\$ (18,260)</u>	<u>\$ 564,174</u>	<u>\$ 277,449</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (64,853)</u>	<u>\$ 18,260</u>	<u>\$ (564,174)</u>	<u>\$ (46,593)</u>

JTB Industrail Park

Total Revenues	\$ 576,440	\$ 0	\$ 0	\$ 576,440
Total Personnel Expenditures	110,664	0	117,394	110,664
Total Benefits Expenditures	48,993	0	62,051	48,993
Total Contract Expenditures	0	0	2,200	0
Total Travel & Expenditures	0	0	0	0
Total Materials Expenditures	9,669	3,028	22,600	12,696
Total Utilities Expenditures	44,316	0	44,600	44,316
Total Repairs & Maint Expenditures	10,686	(1,558)	12,500	9,128
Total Other Expenditures	24,467	0	21,081	24,467
Total Capital & Debt Expenditures	148,272	(977)	66,000	147,295
Total Expenditures	<u>\$ 397,067</u>	<u>\$ 493</u>	<u>\$ 348,426</u>	<u>\$ 397,559</u>
Excess Revenue Over (Under) Expenditures	<u>\$ 179,373</u>	<u>\$ (493)</u>	<u>\$ (348,426)</u>	<u>\$ 178,881</u>

Ward Cove Cannery

Total Revenues	\$ 4,029	\$ 0	\$ 0	\$ 4,029
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	2,329	0	2,000	2,329

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City of Craig
Revenue and Expense YTD & Budget
March 27, 2024

	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Budget	Total
Total Repairs & Maint Expenditures	0	0	0	0
Total Other Expenditures	3,164	0	2,732	3,164
Total Capital & Debt Expenditures	167,854	0	175,000	167,854
Total Expenditures	<u>\$ 173,497</u>	<u>\$ 0</u>	<u>\$ 179,786</u>	<u>\$ 173,497</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (169,468)</u>	<u>\$ 0</u>	<u>\$ (179,786)</u>	<u>\$ (169,468)</u>
School Support				
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	685,005	0	0	685,005
Total Capital & Debt Expenditures	0	0	0	0
Total Expenditures	<u>\$ 685,005</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 685,005</u>
Excess Revenue Over (Under) Expenditures	<u>\$ (685,005)</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ (685,005)</u>
GF Revenue				
Total Revenues	\$ 4,082,327	\$ 0	\$ 4,633,332	\$ 4,082,327
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>\$ 4,082,327</u>	<u>\$ 0</u>	<u>\$ 4,633,332</u>	<u>\$ 4,082,327</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>

City of Craig

Revenue and Expense YTD & Budget

March 27, 2024

	<u>Y-T-D Actual</u>	<u>Y-T-D Encumbrance</u>	<u>Y-T-D Budget</u>	<u>Total</u>
Excess Revenue Over (Under)	\$ 0	\$ 0	\$ 0	\$ 0
Expenditures				
Other Fund Sources	467	0	0	467
Other Funding Sources/Outflows	467	0	0	467

City of Craig
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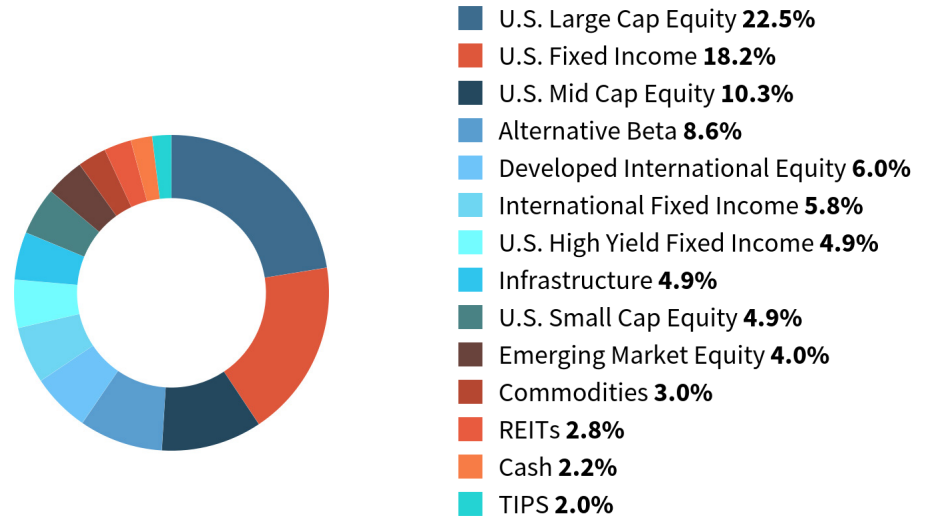
March 27, 2024

	M-T-D Actual	Y-T-D Actual	Budget	Over(Under) Budget	% of Budget
01 00.4000.00 000 Property Tax	(2,060)	693,846	715,500	(21,654)	97
01 00.4050.00 000 Sales Tax	12,150	1,652,079	1,405,500	246,579	118
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	17,815	208,800	175,000	33,800	119
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	161,647	0	161,647	0
01 00.4055.00 000 Delinquent Sales Tax	1,020	2,405	0	2,405	0
01 00.4060.00 000 Liquor Sales Tax	0	100,705	120,000	(19,295)	84
01 00.4065.00 000 Transient Room Tax	0	23,895	27,500	(3,605)	87
01 00.4070.00 000 Property Tax Penalties	4,685	6,809	0	6,809	0
01 00.4080.00 000 Sales Tax Penalties	0	5,222	0	5,222	0
Total Local Taxes	33,610	2,855,408	3,145,200	(289,792)	91
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	1,609	24,187	50,000	(25,813)	48
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	2,627	30,266	50,000	(19,735)	61
01 00.4270.00 000 Library Fees	0	32	500	(468)	6
01 00.4275.00 000 Recreation Revenue	2,325	17,483	25,000	(7,517)	70
01 00.4280.00 000 Senior Card Fees	75	1,035	2,000	(965)	52
01 00.4620.00 000 Taxi Permit Fees	0	100	100	0	100
01 00.4640.00 000 Building Permit Fees	270	600	2,500	(1,900)	24
01 00.4644.00 000 Access Permit Fees	2,945	6,168	5,500	668	112
01 00.4645.00 000 Subdivision Fees	0	210	0	210	0
01 00.4646.00 000 PSN Road Maintenance	0	(72)	40,000	(40,072)	0
Total Permits & Fees	9,851	80,009	151,600	(71,592)	53
01 00.4300.00 000 Property Lease/Rentals	(500)	28,406	53,000	(24,594)	54
01 00.4400.00 000 Material Sales	0	0	500	(500)	0
Total Local Revenue	(500)	28,406	53,500	(25,094)	53
01 00.4700.00 000 Police-Fines,Citation	470	5,214	12,000	(6,786)	43
01 00.4701.00 000 Vehicle/Animal Impound Fees	0	375	0	375	0
01 00.4703.00 000 Motor Vehicle Commision	4,378	40,389	60,000	(19,611)	67
01 00.4704.00 000 Dog Licenses	35	35	0	35	0
01 00.4650.00 000 State Trooper Dispatch	0	3,250	7,200	(3,950)	45
01 00.4660.00 000 State Jail Contract Revenue	0	319,551	550,000	(230,449)	58
01 00.4665.00 000 Klawock Dispatch	0	39,816	63,832	(24,016)	62
01 00.4670.00 000 Forest Service Dispatch	0	3,000	3,000	0	100
Total Public Safety Funds	4,883	411,630	696,032	(284,402)	59
01 00.4820.00 000 Interest Income (A/R)	5,945	12,413	1,000	11,413	1,241
01 00.4900.00 000 Misc Revenue	275	2,348	5,000	(2,653)	47
Total Other Revenue	6,220	14,761	6,000	8,760	246
BACK TO TOP					
Total Revenues	\$ 54,064	\$ 4,082,327	\$ 4,633,332	\$ (551,007)	\$ 88

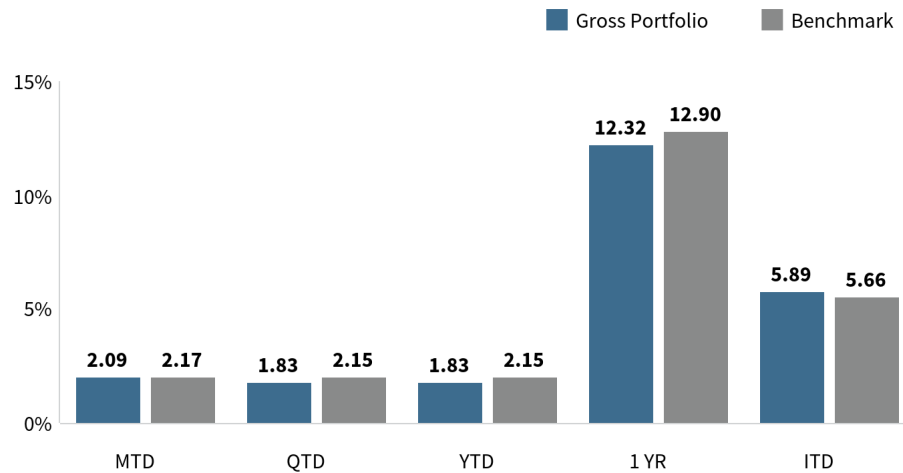
Portfolio Overview

BEGINNING VALUE + ACCRUED	\$16,209,102
TRANSFERS IN/ OUT	-\$3,733
REALIZED GAINS/ LOSSES	\$88,850
CHANGE IN MARKET VALUE	\$237,028
INTEREST INCOME	\$10,709
DIVIDEND INCOME	\$1,698
ENDING VALUE + ACCRUED	\$16,543,654

Portfolio Composition



Investment Performance



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

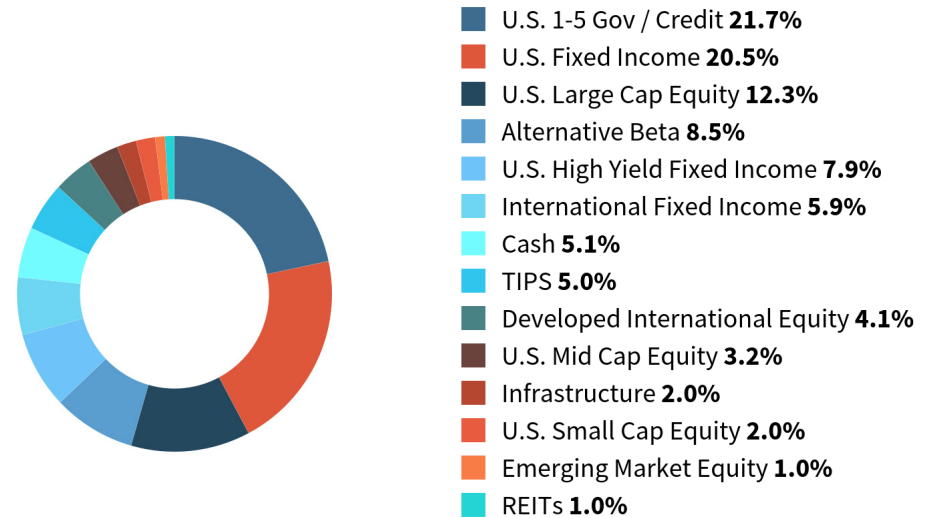
Past performance is not indicative of future results.

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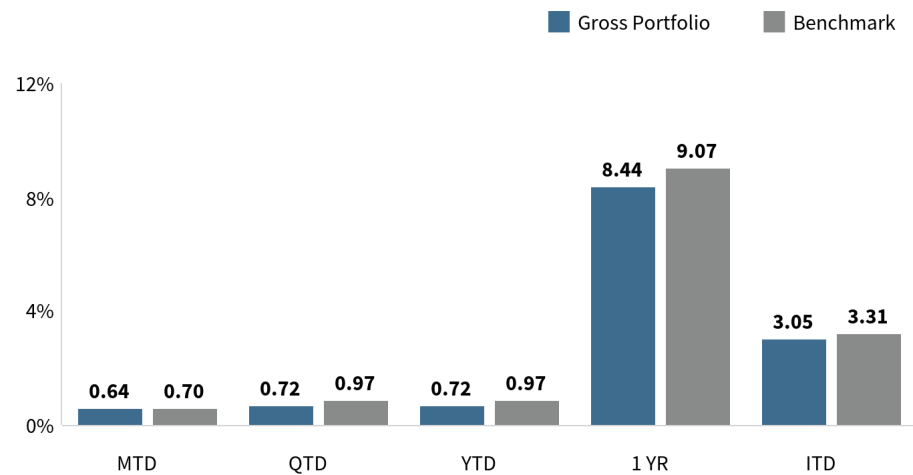
Portfolio Overview

BEGINNING VALUE + ACCRUED	\$2,778,058
TRANSFERS IN/ OUT	-\$640
REALIZED GAINS/ LOSSES	\$2,391
CHANGE IN MARKET VALUE	\$10,259
INTEREST INCOME	\$1,641
DIVIDEND INCOME	\$3,538
ENDING VALUE + ACCRUED	\$2,795,249

Portfolio Composition



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: March 25, 2024
RE: April Staff Report

Delinquent Property Taxes:

I have been collaborating with Kimber on delinquent property taxes from 2023 and prior. Twenty certified letters for an official 30-day notice were sent out on Friday, March 22nd. On April 22nd, any remaining delinquencies will be sent to the attorney's office where they will process the foreclosure list with the court and retrieve a civil court case number. After we get the court case numbers back, I will publish the list of names and properties around town and in the Island Post.

Kimber and I are now working on delinquent property taxes for mobile homes. The mobile homes will not be foreclosed upon; instead, we will be sending the owners to collections.

City Council Meetings:

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

Craig City Council Meetings:

The next council meetings are scheduled for April 18, 2024, at 6:30 pm, and May 2, 2024, at 6:30 pm.

The harbor town hall meeting is scheduled for Wednesday, April 24, 2024 at 6:00 pm. This meeting will be held at the CHS auditorium.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: RJ Ely
Date: March 27, 2024
RE: April 2024 Staff Report – Police Chief

ACTIVITY

Activity from February 28, 2024, through March 26, 2024, the Dispatch Center took the following amount of calls for service:

Craig	734
Klawock	204
AST	10

DEPARTMENT OF MOTOR VEHICLES

McKenna Holloway has almost completed training, to become certified to do Class D Road Examinations.

DISPATCHER(S)

Fully Staffed

OFFICER(S)

Ofc. Andrew “Drew” Richter has given his notice. Due to unforeseen family events, he isn’t able to continue working. His last day will be April 30, 2024. He leaves on good terms with the department.

Ofc. Parsons is progressing through FTO and is currently assigned to Sgt. Page for the remainder of his training. He will either attend academy in August of this year, or January of next year. Depends on progressing through FTO.

Code Enforcement Officer Knowles has completed FTO and has been working solo. He is focused on Burn Pit Violations, Animals at Large, Boat Launch Violations and Parking. Several citations have been issued, in short amount of time.

Successfully completed DOJ/DOC Audit of Craig Jail Facility. Next one is slated for some time after March 27, 2026.

Am currently advertising for another police officer. Prior applicants will be contacted, to see if still interested in position.

All Radio Licenses have been renewed and are good for 10 years. Have three consolettes that will need upgrading within the next few years.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Oliver Lewis
Date: March 26th, 2024
RE: April Staff Report – Public Works

Streets & Drainage:

- a. Sent out public notice for past years PSN annual maintenance report. Comments due by April 4th.
- b. Public works crew removed snow removal equipment from trucks and Machinery!
- c. First road grading at PSN from end of asphalt to water plant. Improved drainage and graded road from water plant to Liberty Creek. Residents past Liberty creek donated over 30 loads of gravel to improve road!

Sewer:

- a. Monthly Sludge processing.
- b. Monthly sampling.
- c. Bids due to City by 4-4-24. Anticipated construction schedule to start by 6-15-24.

Water:

- a. Continuing to perform monthly and quarterly sampling as scheduled.
- b. Monthly Data reported to DEC.
- c. SCADA upgrades bid awarded to RMC as lowest responsive bidder. Long lead time material ordered.
- d. Working with Kevin Ulrich at ANTHC. Kevin has procured funds to complete a Preliminary Engineering Report that would allow for expansion of the water plant and greater water production. Timing is critical and we will work together over the next month. Ongoing.

Solid Waste:

- a. Garbage service operating smoothly with part time employee.
- b. Travis White has successfully completed his CDL Training and possesses a class a commercial driver's license. Travis can be back up garbage truck driver among other duties.

Routine operations:

- a. Monthly meter reads and rereads.
- b. Public Works Employees all set up with e-mail to participate in City wide safety program.
- c. Public Works equipment repairs as needed.
- d. City to order High Viz gear for Public works employees. ongoing
- e. Equipment regular maintenance getting performed.

Administrative:

- a. Jason Wright next in scheduled to go for CDL training in April.
- b. Travis White will attend WWTP treatment level 1 class in Fairbanks on 4-8-24. Successful completion of this class will give current operator more flexibility.

Port St. Nick:

- a. Once PSN annual maintenance budget approved will send out Annual plan of work budget for approval per city code.

Parks and public facilities:

- a. Public works director now 100% in charge of Parks and Public Facilities.
- b. Columbarium complete. Waiting on final invoice to create rate structure.
- c. Daycare project still working on miniature toilets. City staff available for additional work as required.
- d. Burn Pit Maintenance ongoing. Waiting on last of ordered material to install upgraded camera and lighting system.

THE CITY OF CRAIG RECREATION AND AQUATIC CENTER

SUMMARY FOR COUNCIL MEETING 4/4/2024

Staffing: Kaila and Gretchen working on programming and partnerships for summer program, and developing policies, and procedures for Parks and Recreation.

Volunteers:

Outreach to High School for volunteers
3 new volunteers screened and approved.
Alaska Children's Trust - After-school Network
Partnership opportunity

Facility Usage:

3 rentals of youth center in March
7 rentals of gym and bounce house in March

Afterschool Program March and April:

15-20 students daily utilizing the facility.

Special guests

- International Theme Cooking Classes
- St Patrick and Easter Craft Designs
- Beach Day
- Bouy and Glass Design
- Triple S Ranch - Horse Trainings & Rides

Community Garden and Flower Baskets

Community Garden Expansion Fence Installation
April 15th- 20th 2024

Organized Sports and Dance Activities:

Basketball K-5 - starts April 1st 2024

Volunteer Lead: Vanessa James

Annual Events:

St Patrick Day Family Fun Walk 50 participates
Easter Carnival, Fishing Derby, and Fourth of July Preparation in full swing.

Outreach & Promotions:

Bi-Annual Parks and Recreation Guide Completed
Exploring field trips to Naukati, Kasaan, Thorne Bay, and Coffman Cove in 2024

Thank you.

Submitted by Gretchen Klein



Save the Dates:

April 4th and 5th

VFW Outreach at Youth Center for Veterans

June 1st Annual Fishing Derby Kicks Off

June 2nd Ballet, Gymnastics, and Dance

Craig School Auditorium

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The City of Craig Aquatic Center DH Report

I'm Mandy Griffin, and will be stepping into the Aquatics Manager position for the City of Craig & Head Coach role with the Waverunners Swim Club. I'm bringing over 30 years of combined aquatic experience, as an Aquatic Director, Head Coach, and National Level Competitor. My husband Chris and I can't wait to get to know everyone.



As we all know the aquatic center is undergoing some staffing changes, and realignment with Jessica moving into Head Guard position, and Mandy stepping in as the Aquatics Director. This is so far going very well, and we anticipate bringing back lessons, adult programming, and overall, more organized activities at the pool soon. We however remain short staffed, and have multiple positions, both part, and full time available. The sooner we can reach a minimum goal of 80+% staffed, the sooner, and more smoothly the anticipated programming launch will be, and the more opportunities for public swim times will open up.

I am taking request in the meantime for private & group lessons, on a first come first serve basis, based on pool availability until we can determine the appropriate schedules to release to the public. April lessons will be available by request only with no guarantees, and not fully advertised openly to the public quite yet. Currently we have Head Start scheduled for Mondays in April.

We have the Spring Egg Hunt this weekend, we anticipate a good turnout, and have worked diligently on providing opportunities for kids of all ages to participate, and leave with lot of goodies!

I have a list of contacts for the POW schools, including Home School. I will be reaching out to encourage school district swim programming again for the students, would like to have this set up and in place for the 24-25 school year. I'd also like to get a quarterly Red Cross classroom going for CPR, 1st Aid, Lifeguarding, and Wilderness Safety certifications for the public, and professional rescue.

This months revenue has been roughly \$2200.00, it is my understanding we are entering our slower season, I hope to come up with some programs, and activities that will hopefully encourage better turnout during the summer season.

Pools, sauna, hot tub, and workout center are all in good shape, I do not anticipate any major expenses in those areas. I'd like to update the Aquatics Center Lifeguard Uniforms to ensure we have a professional standard uniform, and staff matches. We do need someone to move our chemical barrel empties to the water plant, there are many stacked up outside.

Thank you.

Submitted by Mandy Griffin

CRAIG REC

K-2 & 3-5 GRADES
CRAIG
ELEMENTARY
BASKETBALL 2024
4 WEEKS OF FUN!
\$20 PER YOUTH



K-2 GRADES STARTS APRIL 2ND
@ CRAIG CITY GYM
TUESDAYS & THURSDAYS
3:15PM-3:45PM
GAMES WEDNESDAY 6PM-7PM

3-5 GRADES STARTS APRIL 1ST
BOYS MONDAYS & WEDNESDAYS
3:00-4:00

SIGN UP & PAY
HERE!



GIRLS TUESDAYS & THURSDAYS
STARTS APRIL 2ND
3:00-4:00
PRACTICES HELD AT MS GYM

GAMES FRIDAYS @ CMS GYM
5:30PM-6:45PM

THANK YOU TO VANESSA JAMES
FOR COACHING!

THE CRAIG YOUTH CENTER
ACTIVITIES

BAKING CLASSES AT THE CITY
OF CRAIG AFTERSCHOOL
PROGRAM

WE ARE EXCITED TO HAVE GUEST PASTRY
CHEFS ONCE A MONTH PREPARING A
TASTY DESSERT

THIS COMING
WEEK TINA WILL
TEACH US HOW
TO MAKE
ARTISTIC
DESSERTS



WEDNESDAY
MARCH 27TH
3:00PM-5:00PM

20 STUDENT LIMIT



THE CRAIG YOUTH CENTER
ACTIVITIES

COME LEARN
HOW TO MAKE
MAKE BEAUTIFUL
BEACH GLASS
ART



THE AMAZING AND TALENTED
JOAN WILL TAKE US THROUGH A
WONDERFUL DESIGN

WEDNESDAY
APRIL 15TH
3:00PM-5:00PM

20 STUDENT
LIMIT



THE CRAIG YOUTH CENTER
ACTIVITIES

COME LEARN
HOW TO MAKE
BEACH- COMBING
MOBILES @ THE
AFTERSCHOOL
PROGRAM



A SPECIAL GUEST WILL
LEAD US THROUGH
DESIGNING MOBILES

MONDAY
APRIL 22ND
3:00PM-5:00PM

20 STUDENT
LIMIT



CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Stephanie Merritt
Date: March 26th, 2024
RE: April Staff Report – Library

Usage of Library Services

Patron Visits: 773	Wifi Sessions: 228
Circulation: 1,663	InterLibrary Loan: 29
Alaska Digital Library Checkouts: 219	Free Items: 140
Computer Usage: 90	Volunteer Hours: 24 hrs
Collection Development: 100 items	Programming Participation: 106

Programming

- **Spring Reading Program**
 - 46 people have signed up for the Spring Reading Bingo. The Craig Aquatic Center has donated 8 free swims as prizes.
 - We hosted a Spring Crafts Week during CCSD spring break for children in the mornings. The most popular craft was Glow-In-The-Dark Hydroponics with 25 participants.
 - We are also running a seed exchange through May.
- **Summer Reading Program**
 - The Craig Recreation and Craig Public Library collaborated on submitting a grant application for a summer camp/reading program to the Alaska Communities Foundation. We are waiting to hear back.
 - We've reached out to Spruce Root to put on a financial wellness presentation.
- **After School Program Collab**
 - The Craig Recreation after school program has been bringing their participants by the library on Mondays. We have been doing activities that teach the children how to use the library to find books they enjoy.
- **Baby Raven Reads**
 - Julie Yates, Rob Yates and Nicole Vickers did a special story time with Baby Raven Reads. There was Storytime, crafts and songs sung in Haida.

Collection Development

- We've added 100 new resources. We focused on added high interest Alaska/Northwest Coast items.

ALASKA CAMA COMPANY, LLC

403 LINCOLN STREET, SUITE 210, SITKA, ALASKA 99835

PHONE NUMBER: (907)747-6666 MARS@akcama.com

March 20th, 2024

Brian Templin

City Manager

administrator@craigak.com

2024 City Craig Real Property Assessment Report

Fieldwork and Valuation Trending for the City of Craig in complete. Property records and values were updated to reflect the state of the property as of January 1st, 2024.

67 sites were inspected this year. Inspection sites were selected based on Building Permits, Transfer Sheets, Plot and Parcel changes and randomized spot checks.

For valuation trending, sales comparisons were selected from 2021, 2022 and 2023 to provides an accurate picture of the current housing market. Sales comparisons were further limited base on being a fair market sale or a typical property sale.

Below, you will find the results of our fieldwork and valuation trending.

Land

Land sales have consistently exceeded our assessed values, showcasing a robust market. Despite a slight dip in 2023 compared to 2022, the overall trajectory indicates a continued increase in the market value of land. This slight fluctuation, within the context of an upward trend, prompts a 25% increase in our land assessment values.

Residential Improvements

Property sales that included residential improvements showed an overall increase from year to year. After increasing the land valuations, these improvement sales came into line within our residential valuations model. No change to residential improvements were needed.

Mobile Homes

This year, mobile home sales were limited for comparison, with the majority not meeting fair market standards. Among the usable sales for comparison, prices were inconsistent. No change to mobile home valuations were made.

Commercial Improvements

Sales information for properties with commercial improvements in Craig remain limited. Due to this lack of information, commercial valuations will remain the same. While overall commercial sales are scarce, there appears to be an increase in demand for apartments and mobile home parks. Commercial properties with these use cases may see an increase in the coming years if this pattern continues.

Total Value Changes

After updating the properties that have changed and trending valuations for market changes, Land and Improvements have seen an overall increase in valuation.

	2023	2024	Difference
Land	\$45,727,000	\$52,323,200	\$6,596,200
Improvements	\$91,851,600	\$93,583,100	\$1,731,500
Total			\$8,327,700

*See addenda for more details.

Please let us know if you have any questions or comments. Thank you once again for the opportunity to be of service.

Sincerely,



Henry Robinson, CEO
AK CAMA Co., LLC

Addenda: Craig Sales Analysis for 2024

Land

TABLE 1 - 2024 Land Assessment to Sales Ratio Analysis After 25% increase					
Parcel Number	Address	Sale Date	Sale Price	Assessed Land	Assessment to Sales Ratio
PS-405-010	1460 Elizabeth Court	2/3/2021	\$52,950.00	\$75,750.00	143%
WC-104-050	301 Beach Road	3/9/2021	\$90,400.00	\$182,000.00	201%
NC-503-120	119 Tanner Crab Court	4/13/2021	\$82,000.00	\$101,375.00	124%
WC-103-010	211 Beach Road	6/15/2021	\$127,069.00	\$155,000.00	122%
PS-405-040	1466 Elizabeth Court	1/10/2022	\$68,020.00	\$64,750.00	95%
PS-401-050	9255 Pt. St. Nick Road	5/6/2022	\$290,000.00	\$228,750.00	79%
WC-119-030	104 Beach Road	8/5/2022	\$100,000.00	\$64,875.00	65%
PS-405-030	1464 Elizabeth Court	5/26/2023	\$80,117.00	\$68,000.00	85%
WC-117-040	500 Cedar Street	7/21/2023	\$75,000.00	\$70,500.00	94%
			\$965,556	\$1,011,000	105%

Residential

TABLE 2 - 2024 Residential Improvement Assessment to Sales Ratio Analysis After Land increase					
Parcel Number	Address	Sale Date	Sale Price	Assessed	Assessment to Sales Ratio
EC-208-020	710 Oceanview Drive	2/12/2021	\$390,000	\$505,150	130%
EC-208-040	702 Oceanview Drive	5/17/2021	\$257,000	\$212,375	83%
WC-112-010	508 Beach Road	7/9/2021	\$245,000	\$284,775	116%
WC-118-030	600 Cedar Street	8/4/2021	\$410,000	\$418,600	102%
WC-127-041	408 3Rd Street	8/10/2021	\$69,500	\$113,050	163%
WC-133-010	412 9Th Street	8/13/2021	\$300,000	\$318,825	106%
WC-132-040	403 9Th Street	9/30/2021	\$280,000	\$223,625	80%
WC-124-020	702 Beach Road	10/14/2021	\$380,000	\$467,925	123%
EC-207-020	1150 Sunnyside Drive	10/20/2021	\$180,600	\$206,475	114%
EC-214-110	1613 Windy Way	11/8/2021	\$450,000	\$393,750	88%
EC-224-100	400 T & H Street	12/31/2021	\$215,000	\$213,450	99%
EC-217-060	501 Hilltop Drive	2/11/2022	\$440,000	\$501,800	114%
WC-103-040	203 Beach Road	2/18/2022	\$569,000	\$538,325	95%
EC-206-080*	1401 Sunnyside Drive	6/15/2022	\$636,000	\$487,400	77%
EC-204-040	1411 Hamilton Drive	6/29/2022	\$670,000	\$673,800	101%
WC-117-010	506 Cedar Street	8/26/2022	\$250,000	\$254,150	102%
EC-218-040	508 Thomas Court	9/20/2022	\$220,000	\$260,375	118%
WC-133-020; WC-133-030	multi.	11/11/2022	\$140,000	\$186,625	133%
EC-224-070	403 T & H Street	12/9/2022	\$310,000	\$242,175	78%
EC-217-020	509 Hilltop Drive	3/1/2023	\$163,000	\$204,800	126%
WC-118-020	602 Cedar Street	7/3/2023	\$200,000	\$219,275	110%
WC-131-040	800 Main Street	7/19/2023	\$331,000	\$288,650	87%
WC-133-010; WC-133-020; WC-133-030	multi.	8/29/2023	\$680,000	\$505,450	74%
EC-206-100	1409 Sunnyside Drive	10/4/2023	\$542,325	\$421,700	78%
EC-225-080	1616 Sunnahae Court	11/1/2023	\$400,000	\$413,950	103%
			\$8,728,425	\$8,556,475	98%

Mobile Homes

TABLE 3 - 2024 Mobile Home Assessment to Sales Ratio Analysis No Changes Made					
Parcel Number	Address	Sale Date	Sale Price	Assessed	Assessment to Sales Ratio
PS-410-215	215 Shaan Seet	04/12/2021	\$7,000	\$ 7,900	113%
PS-410-301	301 Shaan Seet	04/23/2021	\$18,000	\$ 13,300	74%
PS-410-716	716 Shaan Seet	08/18/2021	\$15,000	\$ 17,600	117%
PS-410-102	102 Shaan Seet	12/17/2021	\$19,730	\$ 16,100	82%
PS-410-611	611 Shaan Seet	02/16/2022	\$40,000	\$ 38,600	97%
PS-410-301	301 Shaan Seet	02/22/2022	\$22,000	\$ 13,200	60%
PS-410-614	614 Shaan Seet	04/14/2022	\$14,500	\$ 13,400	92%
PS-410-611	611 Shaan Seet	06/30/2023	\$30,000	\$ 38,600	129%
			\$12,800,980	\$12,386,125	97%



City of Craig
Memorandum

To: Brian Templin and City Council
From: Oliver Lewis
Date: 3-26-24
RE: PFAS Awareness

Brian Templin and City Council Members,

The Public works department would like to share information regarding emerging contaminants. Basically PFAS is a group of 40 man made chemicals that break down to microscopic levels and get into everything. The common term for these contaminants is "Microplastics". The City of Craig Water department recently attended a training course with regard to emerging contaminants for waste water and drinking water. Currently the City is not required to test for this. A few private agencies have offered to test our water for a fee.


Please find attached a simple hand out from the EPA explaining PFAS and its effects.

David Nelson the water plant operator will be present at the April 4th Council meeting to answer questions.

Recommended Motion:

No motion required information is presented for discussion only.

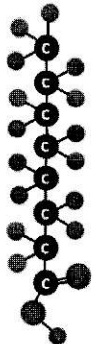
Respectfully,


Oliver Lewis
City of Craig Public Works Director

PFAS Explained:



Scientific studies have shown that exposure to some PFAS in the environment may be linked to harmful health effects in humans and animals.



What are PFAS?

PFAS are manufactured chemicals that have been used in industry and consumer products since the 1940s.

Because of their widespread use and their persistence in the environment, many PFAS are found in the blood of people and animals all over the world. There are thousands of different PFAS, some of which have been more widely used and studied than others.



Are PFAS safe?

Research is ongoing to determine how exposure to different PFAS can lead to a variety of health effects. Studies have shown that exposure to certain levels of PFAS may lead to:



Cancer Effects

Increased risk of some cancers, including prostate, kidney, and testicular cancers.



Weight Effects

Increased cholesterol levels and/or risk of obesity.



Immune Effects

Reduced ability of the body's immune system to fight infections.



Developmental Effects

Low birth weight, accelerated puberty, bone variations, or behavioral changes.



Reproductive Effects

Decreased fertility or increased high blood pressure in pregnant women.

The more we learn about PFAS chemicals, the more we learn that certain PFAS can cause health risks even at very low levels. This is why anything we can do to reduce PFAS in water, soil, and air, can have a meaningful impact on health. EPA is taking action to reduce PFAS in water and in the environment. You can also take action if you remain concerned about your own risk.









Read on to learn where PFAS are coming from, how EPA is taking action on PFAS, and what actions you can take.

PFAS Explained:



Where are PFAS found?

Most people in the United States have been exposed to some PFAS. People can be exposed to PFAS by touching, drinking, eating, or breathing in materials containing PFAS. PFAS may be present in:

 Drinking Water An important potential source of PFAS exposure.	 Waste Sites Soil and water at or near landfills, disposal sites, and hazardous waste sites.	 Fire Extinguishing Foam Used in training and emergency response events at airports and firefighting training facilities.	 Facilities Chrome plating, electronics, and certain textile and paper manufacturers that produce or use PFAS.
 Consumer Products Stain- or water-repellent, or non-stick products, paints, sealants, and some personal care products.	 Food Packaging Grease-resistant paper, microwave popcorn bags, pizza boxes, and candy wrappers.	 Biosolids Fertilizer from wastewater treatment plants used on agricultural lands can affect ground and surface water.	 Food Fish caught from water contaminated by PFAS and dairy products from livestock exposed to PFAS.

Very little of the PFAS in water can get into your body through your skin, so, showering, bathing, and washing dishes in water containing PFAS are unlikely to significantly increase your risk.

EPA's researchers and partners across the country are working hard to understand how much PFAS people are exposed to and how.



2 Keep reading to find out how EPA is taking action on PFAS.



EPA is taking action to address PFAS

In October 2021, EPA released its PFAS Strategic Roadmap, which highlights concrete actions the Agency will take across a range of environmental media and EPA program offices to protect people and the environment from PFAS contamination. The Roadmap is guided by three primary goals:



Research Invest in research, development, and innovation

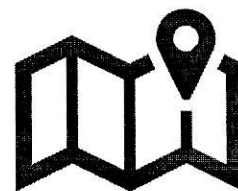


Restrict Prevent PFAS from entering air, land, and water



Remediate Broaden and accelerate the cleanup of PFAS contamination

Since the Roadmap's release, EPA has taken a number of key actions including:



- Began distributing \$10 billion in funding to address emerging contaminants under the Bipartisan Infrastructure Law (BIL).
- Issued health advisories for PFAS and proposed new, legally, enforceable Maximum Contaminant Levels (MCLs) for six PFAS substances known to occur in drinking water.
- Proposed to designate two PFAS as CERCLA hazardous substances.
- Laid the foundation for enhancing data on PFAS.

To learn more about the PFAS Strategic Roadmap and key actions taken by EPA scan the QR code.



Turn the page to learn what actions you can take.



PFAS Explained:



Actions you can take: Protect your drinking water

1

Find out if PFAS are in your drinking water:

- If you get your water from a public drinking water system, reach out to your local water utility to see if they do testing. Or, you can choose to test the water yourself.
- If you get your water from a home drinking water well, you are responsible for conducting regular testing.
- If you choose to test your water yourself, contact your state environmental or health agency for detailed advice or to obtain a list of state-certified laboratories using EPA-developed testing methods in drinking water.

2

Compare your results to your state standards for safe levels of PFAS in drinking water or to EPA's Health Advisory Levels (HALs) for PFAS.

Scan this code
for more
information
about HALs:



3

If you remain concerned about the level of PFAS in your drinking water:

- Contact your state environmental and health agencies for recommendations.
- Consider installing an in-home water treatment (e.g., filters) that are certified to lower the levels of PFAS in your water.
- Consider using an alternate water source for activity when your family might swallow water.

EPA makes frequent updates to its PFAS website:

To learn more about PFAS, scan the QR code to the right or
go to <https://www.epa.gov/pfas>.



4

**CITY OF CRAIG
MEMORANDUM**

To: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: March 21, 2024
RE: Council Member and Mayor Insurance

Councilmember Kampnich recently asked staff to do some research on the issue of council member eligibility for health insurance. Michael recalled that the council had a discussion some years ago regarding the issue and had decided that council members should not be eligible.

Based on a recent council member question about eligibility, staff determined that our current agreement with the insurance provider allows for all eligible employees to enroll in health insurance who are authorized in the city's personnel rules. Changes to the personnel rules are made by resolution. The current personnel rules (Section 312) state that full-time employees, elected city council members, and the city mayor are eligible for health insurance.

Staff spent time looking through all of the resolutions regarding changes to the personnel rules from 2010 to present and does not find that any discussion by the council resulted in a resolution making this change to the personnel rules.

For FY25 the city cost of health insurance for a council member (member only) is about \$10,350.

Recommendation: The council should discuss the merits of leaving the mayor and city council members on the list of eligible employees for health insurance or removing them from eligibility. If the council opts to change the existing personnel rules it should direct staff to prepare a resolution to that effect.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Samantha Wilson, City Planner
Date: March 22, 2024
RE: US Army Corps of Engineers Building Permit: Chris Piburn

City Staff have received a public notice from the US Army Corps of Engineers of application for a permit that would allow for fill and construction in the South Cove Harbor waterway. A letter has been drafted to send to the Army Corps of Engineers. Any comment from the City of Craig must be sent by April 17th, 2024.

Recommendation: Review draft comments and direct staff to send the comments to the Army Corps of Engineers either as-is or with modifications.



March 25, 2024

ANCHORAGE
Regulatory Division (1145)
CEPOA-RD
PO Box 6898
JBER, AK 99506-0898

To Leah Barrett,

The City of Craig has received the public notice regarding Chris Piburn's proposed fill and construction project as outlined in POA-2020-00112. The City of Craig has the following comments:

1. A building permit application from the applicant should be submitted to the City of Craig and confirmed to meet the requirements outlined in the Craig Municipal Code prior to any construction.
2. As a condition of the building permit, the proposed seawall should have plans signed by a registered engineer.
3. A set of plans for the proposed commercial building should be submitted and approved by the State Fire Marshal. The certificate of approval should be included in the building permit application.
4. All construction must remain within the boundaries of the property owned by the applicant.

Sincerely,

A handwritten signature in cursive script that reads 'Samantha Wilson'.

Samantha Wilson,
Craig City Planner



US Army Corps
of Engineers
Alaska District

Public Notice of Application for Permit

ANCHORAGE
Regulatory Division (1145)
CEPOA-RD
Post Office Box 6898
JBER, Alaska 99506-0898

PUBLIC NOTICE DATE: March 18, 2024
EXPIRATION DATE: April 19, 2024
REFERENCE NUMBER: POA-2020-00112
WATERWAY: South Harbor Cove

Interested parties are hereby notified that a Department of the Army permit application has been received for work in waters of the United States as described below and shown on the enclosed project drawings.

All comments regarding this public notice should be sent to the address noted above. If you desire to submit your comments by email, you should send it to the project manager's email as listed below or to regpagemaster@usace.army.mil. All comments should include the public notice reference number listed above.

All comments should reach this office no later than the expiration date of this public notice to become part of the record and be considered in the decision. Please contact Leah Barrett at (907) 753-2760, toll free from within Alaska at (800) 478-2712, or by email at leah.barrett@usace.army.mil if further information is desired concerning this public notice.

APPLICANT: Chris Piburn
Piburn Investment Properties
P.O. Box 1273
Craig, AK 99921
Email: chrispiburn@rmketchikan.com
Phone: 907-401-0155

LOCATION: The project site is located within Section 8, T. 74 S., R. 81 E., Copper River Meridian; USGS Quad Map Craig B-4, AK; Latitude 55.474486° N., Longitude 133.142164° W.; in Craig, Alaska.

PURPOSE: The applicant's stated purpose is to construct a building with an office space and rental rooms on top of the office space to be leased for the growing mariculture industry in Southeast Alaska.

PROPOSED WORK: The proposed project is to remove approximately 500 cubic yards of previous dredge material and place it above MHHW to use in the construction of the building pad. Additionally, work would include the discharge of 4,500 cubic yards of shot rock into 0.11-acre of waters of the U.S. for two rock wall structures surrounding an existing ramp and pier. The clean shock rock fill would be placed behind a well sloped rip rap wall. All work would be performed in accordance with the enclosed plan (sheets 1-4), dated January 24, 2024.

APPLICANT PROPOSED MITIGATION: The applicant proposes the following mitigation measures to avoid, minimize, and compensate for impacts to waters of the United States from activities involving discharges of dredged or fill material.

- a. Avoidance: The applicant states the largest avoidance of impacts to the waters of the US were achieved in this project by selecting a location within an existing boat harbor. Additionally, the property has been designated as a marine industrial zoning by the local municipality. The substrate of the shoreline appears to consist mostly of previously dredged material, most likely as part of the original harbor design or maintenance.
- b. Minimization: The applicant states as part of the design he intends to utilize 2-foot minus shot rock below Mean Higher High Water (MHHW) from a pit source locally known to have a higher hardness and lower fines to reduce the escaping silts as the tide ebbs and floods. Silt booms would be used as necessary to contain any outflow of silted water into the adjoining harbor.
- c. Compensatory Mitigation: The applicant states that "no compensation is proposed for the limited unavoidable impacts of this project. The location identified for this project was chosen due to its location within an already developed harbor. By virtue of its location, we are as a community doing our part to limit the amount of impact that we have on our surroundings."

WATER QUALITY CERTIFICATION: A permit for the described work will not be issued until a certification or waiver of certification, as required under Section 401 of the Clean Water Act (Public Law 95-217), has been received from the Alaska Department of Environmental Conservation.

CULTURAL RESOURCES: The latest published version of the Alaska Heritage Resources Survey (AHRs) has been consulted for the presence or absence of historic properties, including those listed in or eligible for inclusion in the National Register of Historic Places. There are cultural resources within the vicinity of the permit area. However, the proposed work would not affect any listed or potentially eligible sites. The permit area has been determined to be under the Appendix C (33 CFR 325) and is limited to the proposed project's footprint in jurisdictional waters of the U.S., as shown on the enclosed map. Consultation of the AHRs

constitutes the extent of cultural resource investigations by the U.S. Army Corps of Engineers (Corps) at this time, and we are otherwise unaware of the presence of such resources. The Corps has made a No Historic Properties Affected (No Effect) determination for the proposed project. This application is being coordinated with the State Historic Preservation Office (SHPO), Federally recognized Tribes, and other consulting parties. Any comments SHPO, Federally recognized Tribes, and other consulting parties may have concerning presently unknown archeological or historic data that may be lost or destroyed by work under the requested permit will be considered in our final assessment of the described work. The Corps is requesting the SHPO's concurrence with this determination.

ENDANGERED SPECIES: The project area is within the known or historic range of the Mexico DPS humpback whale (*Megaptera novaeangliae*) and Sunflower Sea Star (*Pycnopodia helianthoides*).

We have determined the described activity would have no effect on the Mexico DPS humpback whale and may affect but not adversely to affect the Sunflower Sea Star. We will initiate the appropriate consultation procedures under section 7 of the Endangered Species Act with the National Marine Fisheries Service (NMFS). Any comments they may have concerning endangered or threatened wildlife or plants or their critical habitat will be considered in our final assessment of the described work.

ESSENTIAL FISH HABITAT: The Magnuson-Stevens Fishery Conservation and Management Act (Magnuson-Stevens Act), as amended by the Sustainable Fisheries Act of 1996, requires all Federal agencies to consult with the NMFS on all actions, or proposed actions, permitted, funded, or undertaken by the agency, that may adversely affect Essential Fish Habitat (EFH). The project area is within mapped EFH for chum salmon (*Oncorhynchus keta*), pink salmon (*Oncorhynchus gorbuscha*), coho salmon (*Oncorhynchus kisutch*), Chinook salmon (*Oncorhynchus tshawytscha*), and sockeye salmon (*Oncorhynchus nerka*).

We have determined the described activity may adversely affect EFH in the project area for the species listed above. The potential environmental effects of dredging on managed species and designated EFH include the direct removal/burial of organisms; increased turbidity and siltation, including decreasing light attenuation; contaminant release and uptake, including nutrients, metals, and organics; the release of oxygen-consuming substances (e.g., chemicals and bacteria); entrainment in suction and clamshell dredges; noise disturbances, injury, and mortality; and alterations to hydrodynamic regimes and physical habitat.

Fill placement would occur at low tide and turbidity would be minimal and temporary. Dredging would only occur in the proposed project area.

This public notice initiates EFH consultation with the NMFS. Any comments or recommendations they may have concerning EFH will be considered in our final assessment of the described work.

TRIBAL CONSULTATION: The Corps fully supports tribal self-governance and government-to-government relations between Federally recognized Tribes and the Federal government. Tribes with protected rights or resources that could be significantly affected by a proposed Federal action (e.g., a permit decision) have the right to consult with the Corps, Alaska District, on a government-to-government basis. Views of each Tribe regarding protected rights and resources will be accorded due consideration in this process. This public notice serves as notification to the Tribes within the area potentially affected by the proposed work and invites their participation in the Federal decision-making process regarding the protected Tribal rights or resources. Consultation may be initiated by the affected Tribe upon written request to the District Commander. This application is being coordinated with federally recognized tribes and other consulting parties. Any comments federal recognized tribes and other consulting parties may have concerning presently unknown archeological or historic data that may be lost or destroyed by the work under the requested permit will be considered in the Corps final assessment of the described work.

PUBLIC HEARING: Any person may request, in writing, within the comment period specified in this notice, that a public hearing be held to consider this application. Requests for public hearings shall state, with particularity, reasons for holding a public hearing.

EVALUATION: The decision whether to issue a permit will be based on an evaluation of the probable impacts, including cumulative impacts of the proposed activity and its intended use on the public interest. Evaluation of the probable impacts, which the proposed activity may have on the public interest, requires a careful weighing of all the factors that become relevant in each particular case. The benefits, which reasonably may be expected to accrue from the proposal, must be balanced against its reasonably foreseeable detriments. The outcome of the general balancing process would determine whether to authorize a proposal, and if so, the conditions under which it will be allowed to occur. The decision should reflect the national concern for both protection and utilization of important resources. All factors, which may be relevant to the proposal, must be considered including the cumulative effects thereof. Among those are conservation, economics, aesthetics, general environmental concerns, wetlands, cultural values, fish and wildlife values, flood hazards, floodplain values, land use, navigation, shore erosion and accretion, recreation, water supply and conservation, water quality, energy needs, safety, food and fiber production, mineral needs, considerations of property ownership, and, in general, the needs and welfare of the people. For activities involving 404 discharges, a permit will be denied if the discharge that would be authorized by such permit would not comply with the Environmental Protection Agency's 404(b)(1) guidelines. Subject to the preceding sentence and any other applicable guidelines or criteria (see Sections 320.2 and 320.3), a permit will be granted unless the District Commander determines that it would be contrary to the public interest.

The Corps is soliciting comments from the public; Federal, State, and local agencies and officials; Indian Tribes; and other interested parties in order to consider and evaluate the impacts of this proposed activity. Any comments received will be considered by the Corps to determine whether to issue, modify, condition or deny a permit for this proposal. To make this decision, comments are used to assess impacts on endangered species, historic properties, water quality, general environmental effects, and the other public interest factors listed above.

Comments are used in the preparation of an Environmental Assessment and/or an Environmental Impact Statement pursuant to the National Environmental Policy Act. Comments are also used to determine the need for a public hearing and to determine the overall public interest of the proposed activity.

AUTHORITY: This permit will be issued or denied under the following authorities:

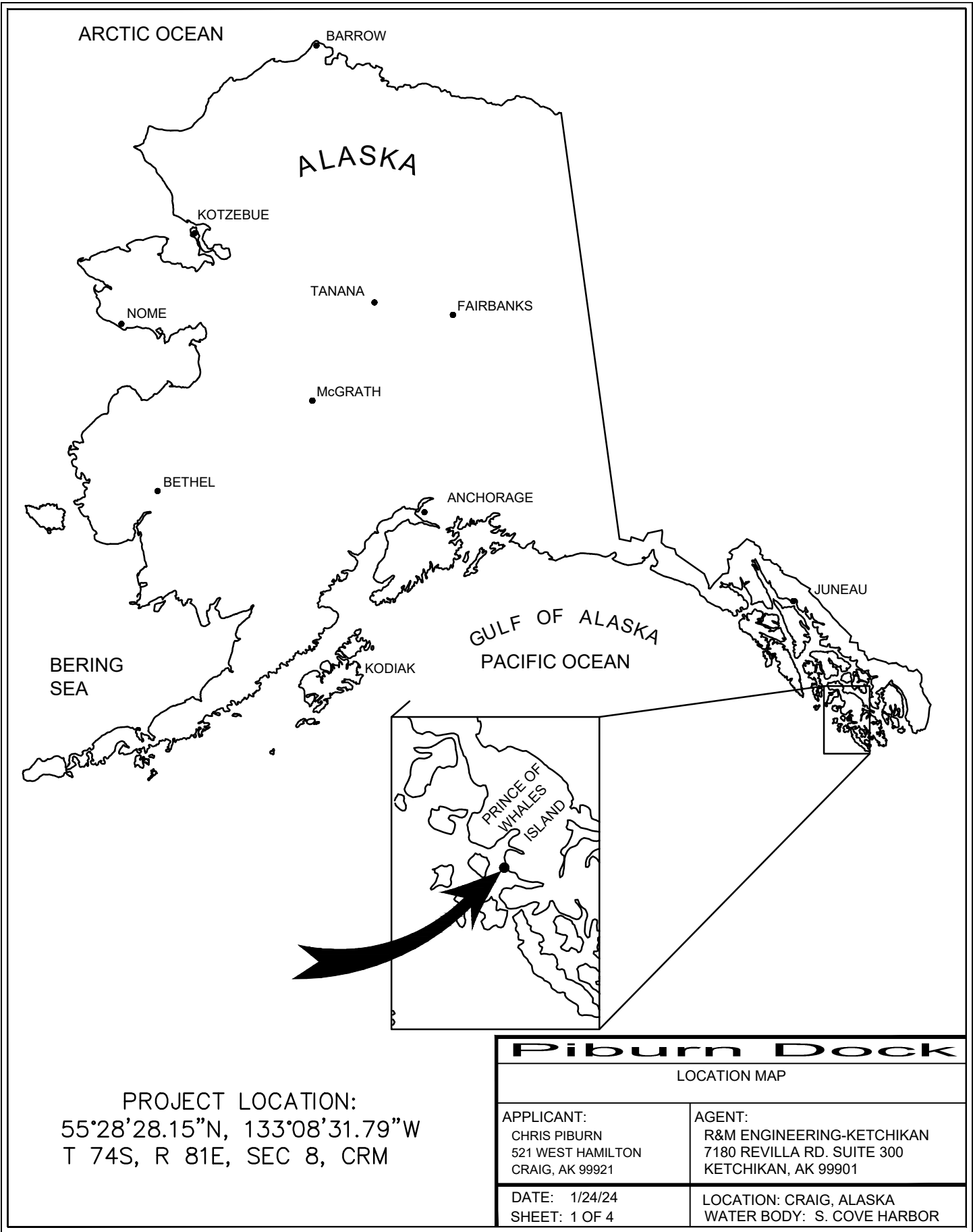
(X) Perform work in or affecting navigable waters of the United States – Section 10 Rivers and Harbors Act 1899 (33 U.S.C. 403).

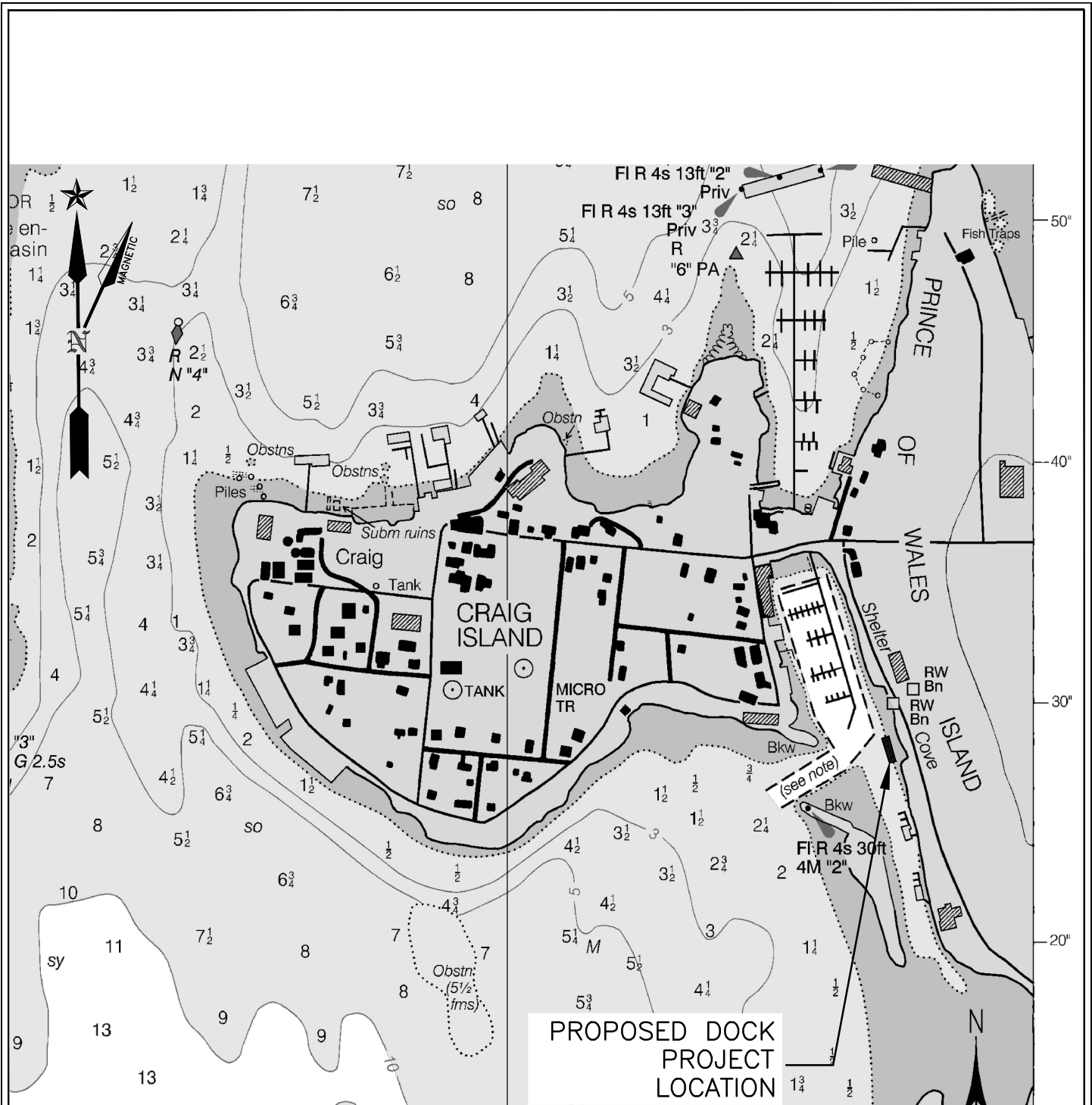
(X) Discharge dredged or fill material into waters of the United States – Section 404 Clean Water Act (33 U.S.C. 1344). Therefore, our public interest review will consider the guidelines set forth under Section 404(b) of the Clean Water Act (40 CFR 230).

Project drawings are enclosed with this public notice.

District Commander
U.S. Army, Corps

Enclosures





PROPOSED DOCK
PROJECT
LOCATION

Piburn Dock	
SITE MAP	
APPLICANT: CHRIS PIBURN 521 WEST HAMILTON CRAIG, AK 99921	AGENT: R&M ENGINEERING-KETCHIKAN 7180 REVILLA RD. SUITE 300 KETCHIKAN, AK 99901
DATE: 1/24/24 SHEET: 2 OF 4	LOCATION: CRAIG, ALASKA WATER BODY: S. COVE HARBOR

LOT 2 TRACT B
PLAT 75-29
(PATRICK GARDNER)

LOT 2
HARBOR VIEW
SUBDIVISION
PLAT 2019-34
(CHRIS PIBURN)

LOT 1
HARBOR VIEW
SUBDIVISION
PLAT 2019-34
(MIKE HAMME)

WATER TOWER RD

WEST HAMILTON DR.

TOE OF
EXISTING
FILL

EXISTING
BUILDINGS
12'X24'

TOP OF
EXISTING
FILL

HIGHTIDE LINE
ELEV.=12.6'

MEAN HIGH WATER
ELEV.=9.3'

LOT 2A
TRACT B
PLAT
75-29
(PATRICK
GARDNER)

LOT 3A-1
PLAT
2017-10

MEAN LOW LOWER
WATER LINE
ELEV.=0.0

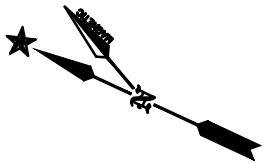
PROPOSED NEAR
SHORE DREDGE TO
MINUS 4.500
CUBIC YARDS OF
PREVIOUS DREDGE
SPOILS

PROPOSED 35'X100'
COMMERCIAL
STRUCTURE ON
4,500 CU. YARDS
OF COMPACTED FILL

LOT 1
SOUTH
SHELTER COVE
SUBDIVISION
PLAT 98-37
(SHELTER COVE
ENTERPRISES
LLC.)

SOUTH SHELTER
COVE HARBOR

ATS 1410
TRACT G
PLAT 92-20
(CITY OF CRAIG)



SCALE 1"=50'

Piburn Dock

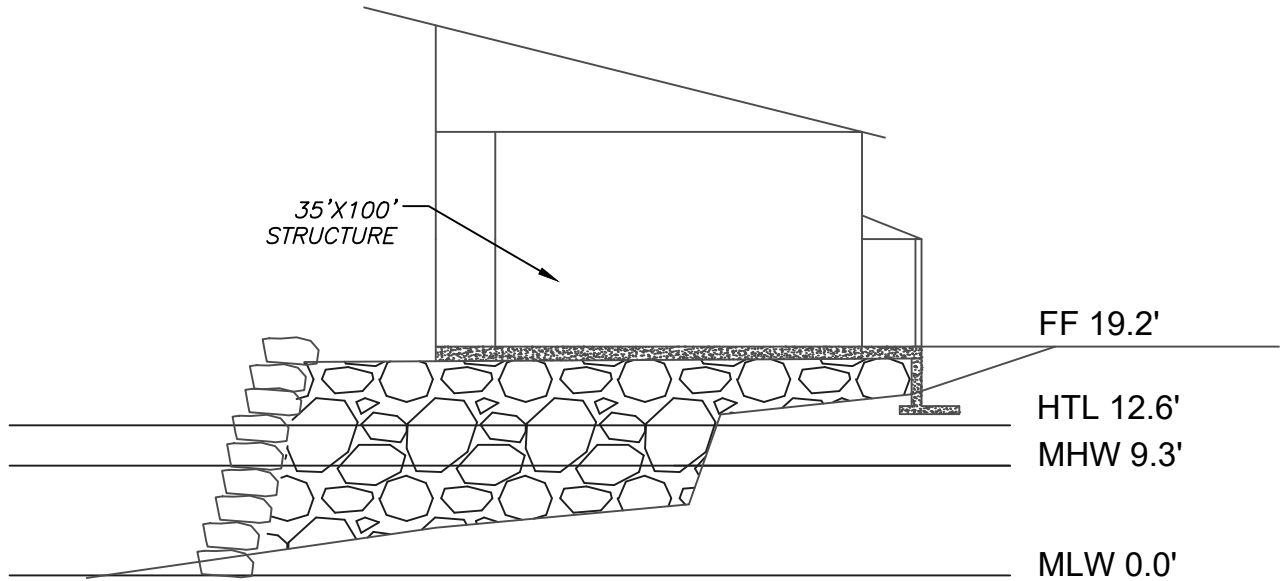
PROPOSED SITE PLAN

APPLICANT:
CHRIS PIBURN
521 WEST HAMILTON
CRAIG, AK 99921

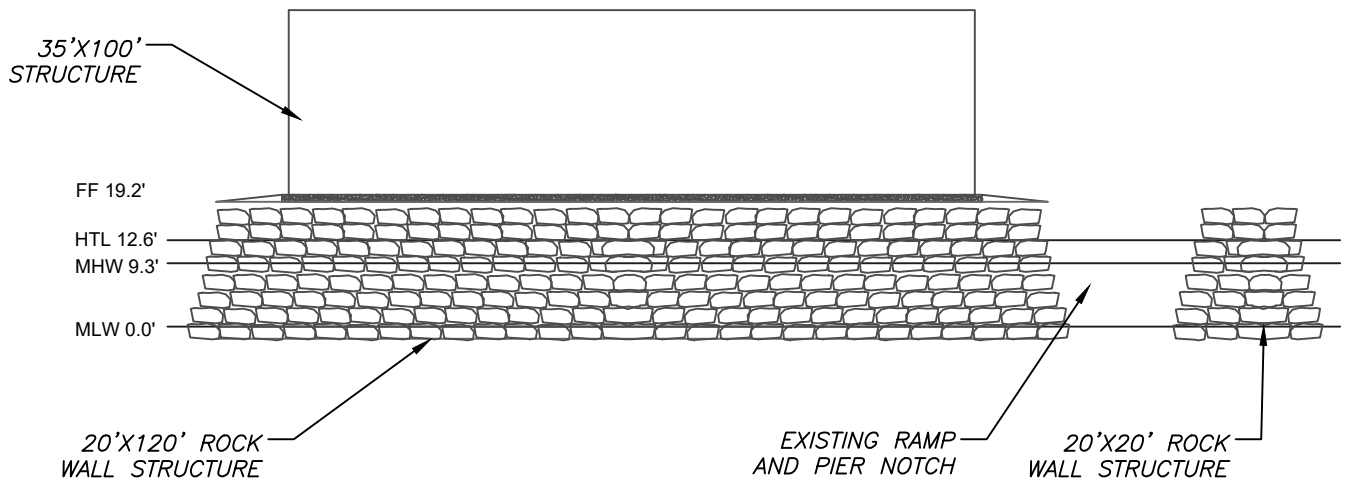
AGENT:
R&M ENGINEERING-KETCHIKAN
7180 REVILLA RD. SUITE 300
KETCHIKAN, AK 99901

DATE: 1/24/24
SHEET: 3 OF 4

LOCATION: CRAIG, ALASKA
WATER BODY: S. COVE HARBOR



SECTION A-A



SECTION B-B

Piburn Dock	
SECTIONS	
APPLICANT: CHRIS PIBURN 521 WEST HAMILTON CRAIG, AK 99921	AGENT: R&M ENGINEERING-KETCHIKAN 7180 REVILLA RD. SUITE 300 KETCHIKAN, AK 99901
DATE: 1/25/24 SHEET: 4 OF 4	LOCATION: CRAIG, ALASKA WATER BODY: S. COVE HARBOR

**CITY OF CRAIG
MEMORANDUM**

To: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: March 27, 2024
RE: Sales Tax Discussion

At the most recent budget committee meeting the committee discussed the requested school contribution for FY25 and beyond. At the March 13th meeting with the school board the district asked for an additional \$1.289 million over the \$550,660 in cash and \$81,000 in in-kind/supplemental contribution made during most of the last 5 – 6 years. In FY23 the city added \$135,000 in cash to that donation since the district had a deficit for FY23 as well.

The current statutory minimum contribution by the city is \$486,000 and the maximum statutory contribution is about \$1.8 million.

When calculating the current full budgeted general fund contribution, the full SRS payment, in-kind and supplemental benefits the city can contribute about \$736,000 in cash this year and the additional \$81,000 (\$817,000 total) with no additional revenue or reduction in the savings reserve.

The district has asked that the city fund to the maximum, which would mean an additional \$1 - \$1.1 million. For fiscal year 2025 the city's options are really limited to increasing property tax or drawing from the savings reserve to make any increased payment. There is some discussion in the legislature about an increase to the BSA or a one time payment to school districts, but those efforts have shown a low chance of success so far this legislative session.

Fully funding this year through property tax would require a 9 mill increase to the current 6 mill property tax (an additional \$900 per \$100,000 value for property owners). All council members at the March 18th budget meeting were opposed to a property tax increase.

The council may also fund some amount above the \$817,000 by drawing additional funds from the school reserve funds. Currently there are about \$2.9 million in this fund, which was created to smooth school payments over time and to allow for a smooth transition if the SRS program is ever not reauthorized. A full payment to the school district from savings would result in about a 38% draw of the reserves. This draw is obviously not sustainable for more than one year (two at the maximum).

As a longer term solution the committee discussed the idea of floating a sales tax increase to voters during the October 2024 election. A nominal 1% increase to the existing sales tax would generate about \$480,000 in additional revenue. A nominal 2.5% - 3% increase in sales tax would allow full funding starting in FY26. Sales tax could not be increased in time to be used as part of the FY25 solution.

There is still some hope that the legislature will pass a one time payment or BSA increase that survives the budget veto process that would provide some additional state funding to the district, but we will not know if any such funding exists until July/August after the governor has had an opportunity to veto any budget items. Additional funding from the state should not be considered a sure thing for solving the FY25 deficit.

Budget committee members, council members, the mayor and staff have been discussing both the appropriate level to fund the district moving forward and how to reach that revenue goal. With sales tax being the most likely source of additional revenue, the council will ultimately have to make a decision on what amounts (if any) to put on the 2024 ballot. The ballot question in 2024 will have to be a “yes/no” question and would not include a “multiple choice” question about the amount of tax increase.

One method to determine the public’s opinion on the appropriate level of school funding and the balancing level of sales tax would be to open a public survey asking for voter opinions. The survey could be structure something like:

Public Opinion on School District Funding and Sales Tax Revenue

For Fiscal Year 2025 the Craig School District has calculated that they will have a \$1,289,342 deficit. This is after making some cuts to the budget and cutting several vacant staff positions. The school district has asked the city to increase the local contribution starting in fiscal year 2025 (beginning July 1, 2024) to fill this deficit. Full funding would require an additional \$1.3 million in municipal revenue for sustainable funding at this level.

Without additional revenue the sustainable funding level for the city’s contribution is about \$800,000 per year. The city has contributed between \$550,000 and \$685,000 for the past several years.

The city is considering placing a ballot question on the October 2024 ballot that would allow for a sales tax increase or increased sales tax based on a seasonal rate to allow for some increased funding for the school district. If there is no increase in sales tax the city may have to move back to a smaller contribution to the school district or look at other revenue sources such as increased user fees or property taxes.

Please consider the following questions carefully and select your preferred alternative.

*Q1: Do you currently live within the City of Craig Municipal Boundaries?
Yes/No*

*Q2: Are you currently a registered voter in the Craig Voting Precinct?
Yes/No*

Q: If the City of Craig increases sales tax within the municipality, would you prefer to see a flat increase above the 5% year-round sales tax or a nominal increase based on a higher sales tax in the summer (April 1 – September 30) than the winter (October 1 – March31)?

I would prefer a flat increase year-round.

I would prefer to see a seasonal sales tax that is higher in the summer.

Q4: If the city elects to raise the flat sales tax year-round, which option and funding level for the school district would you likely support?

Choose One	Amount of Tax Increase (Over 5%)	Additional School Funding Available
	<i>Leave at 5%</i>	<i>\$0 (no increase to CCSD funding)</i>
	<i>Increase to 6%</i>	<i>\$480,300 (37% of CCSD request)</i>
	<i>Increase to 7%</i>	<i>\$960,000 (74% of CCSD request)</i>
	<i>Increase to 7.5%</i>	<i>\$1,200,725 (92% of CCSD request)</i>
	<i>Increase to 8%</i>	<i>\$1,440,875 (111% of CCSD request)</i>

Q5: If the city elects to implement a seasonal tax rate that is higher in the summer than the winter, which option and funding level for the school district would you likely support?

Choose One	Summer Rate	Winter Rate	Additional School Funding Available
	<i>Set at 6%</i>	<i>Set at 3.5%</i>	<i>\$0 (no increase to CCSD funding)</i>
	<i>Set at 6.5%</i>	<i>Set at 5%</i>	<i>\$435,375 (33% of CCSD request)</i>
	<i>Set at 8%</i>	<i>Set at 5.5%</i>	<i>\$965,770 (74% of CCSD request)</i>
	<i>Set at 8.5%</i>	<i>Set at 6%</i>	<i>\$1,205,915 (93% of CCSD request)</i>
	<i>Set at 9%</i>	<i>Set at 6.5%</i>	<i>\$1,446,060 (111% of CCSD request)</i>

If the council would like to see an opinion poll put out we would have to put it out likely in late April or early May and close it at the end of May in order for the council to discuss the result and for staff to be able to draft and approve the ballot language before the October election.

If the council chooses to fund some amount directly from savings for FY25, any BSA or one time funding increase should reduce the amount of the draw, and if a sales tax increase is approved it should be moved to the school reserve to replace funds drawn to support the district in FY25.

The council can also discuss increases to alcohol tax (currently set at 6%) or marijuana tax (currently set at sales tax + 5%) to increase revenues, but these will be nominal increases to overall revenue.

Recommendation: The council should discuss the sales tax issue and the proposed public opinion survey and give direction to staff.

CITY OF CRAIG MEMORANDUM

To: Mayor Smith and the Craig City Council
From: Mary Salazar, City Clerk
Date: March 28, 2024
RE: Senior Property Tax Exemption Application- Mac Demmert

After the deadline for the 2024 Senior Property Tax Exemption applications, I became aware that Mac Demmert should have been included on my mailing list. Despite there being no record left by the previous clerk indicating his need for an application, I reached out to Mr. Demmert and assisted him in completing the necessary paperwork. Mr. Demmert qualifies for the exemption, and he was previously approved for the 2023 tax cycle.

To prevent similar oversights in the future, Mr. Demmert has been added to my mailing list. Accordingly, I respectfully request the council's approval of his 2024 application.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Hans Hjort
Date: April 3, 2024
RE: Awarding Pile Driving Contract

The City of Craig Harbor has two broken piling that need to be replaced. An RFP to replace the piling is currently open and is set to close at 3:00 pm on April 4, 2024. One contractor that is interested is currently working on the Cruise Ship dock in Klawock. That contractor is ready and qualified to perform the work. We do not know if this particular contractor will be the one that has the winning score. If they are the winner, the contractor would like to begin work as soon as possible.

I plan to present more information to the Council at the April 4th meeting. By that time we will have opened the bids that have been submitted and had a chance to score them.

Recommendation: the City Council should approve the contract that will be presented to them at the April 4th meeting.