

**CITY OF CRAIG
COUNCIL AGENDA
MAY 2, 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.

- Ordinance 771, Application to Purchase City Owned Property by Richard Trojan, Lot 9 JT Brown Subdivision
- Ordinance 772, FY25 Water and Sewer Utility Rate Changes
- Ordinance 773, Adoption of the Fiscal Year 2025 Operating Budget

HEARING FROM THE PUBLIC

- Ordinance 769, Mike Stewart and Melanie Bergeron Lease D-1 & D-2
- Resolution 24-10, Payment In Lieu of Health Insurance

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

- HEAL Letter
- 2024 Aquatic Lease Application for Kelp Blue within Gulf of Esquibel
- Letter of Support for Tsunami Hazard Mitigation Program
- USFS Meetings Regarding Invasive Plant Practices on POW
- Email from Jan Trojan Regarding Pesticide Use on Prince of Wales
- School District Letter
- Petition to Preserve Beach Road Neighborhood
- Adopt an Elder Program

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- Ordinance 769, Mike Stewart and Melanie Bergeron Lease D-1 & D-2
- Resolution 24-10, Payment In Lieu of Health Insurance

NEW BUSINESS

- IFA Board of Directors Seat Letters of Interest
- CTA Land Sale Parcel Discussion
- PSN Road Maintenance Fees

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: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: April 11, 2024
RE: Ordinance 771 – Application to Purchase City Owned Property by Richard Trojan, Lot 9 JT Brown Subdivision

Attached is Ordinance No. 771, presented for first reading at the city council's meeting of May 2, 2024.

Richard Trojan, dba Trojan and Son LLC recently filed an application to purchase Lot 9, JT Brown Subdivision from the city; the applicant currently leases this property. The lease allows an option to purchase the property under the condition that the lessee construct permanent industrial building(s) on the property and that the application to purchase date is no later than three months prior to the termination date of the lease. There are a few buildings that have been constructed or otherwise placed on the property, namely the carwash building. There is also a steel storage building placed on the property and a shed on skids. Mr. Trojan is exercising the option to purchase. This is the second time Mr. Trojan has applied to purchase the property in question with the first attempt being denied by the council.

The sale notice was published in the Island Post with the public hearing scheduled at the regular city council meeting on May 16, 2024. Public notices were also posted on the City of Craig website as well as via flyers in at least four prominent locations around town.

If sold, funds from this sale will be placed in the city's land development fund.

Recommendation: If the City Council has any comments, this item should be pulled from the Consent agenda for further discussion. Pass the first reading of Ordinance 771, authorizing negotiation of the sale of city owned property to Richard Trojan.

**CITY OF CRAIG
ORDINANCE No. 771**

AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE THE TERMS OF A SALE OF CITY OWNED LANDS CONSISTING OF LOT 9, JT BROWN SUBDIVISION TO RICHARD TROJAN DBA TROJAN AND SON LLC.

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 sale of approximately 21,753 square feet of city owned land consisting of Lot 9, JT Brown Subdivision as shown on Plat 2002-11, Ketchikan Recording District. Final terms of said sale 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 PURCHASE OF CITY PROPERTY

NAME RICHARD TROJAN

ORGANIZATION TROJAN ADV SOU LLC

ADDRESS P.O. BOX 275
CRAIG AK 99921

TELEPHONE NUMBER 907-826-3734 OR 907-401-0147

- 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: N-A

Address: _____

Telephone Number _____ or _____

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

STREET ADDRESS - 130 JT BROWL DRIVE

LEGAL DES' LOT 9, BLOCK 2, TRACTOR "A", ALBERTA 14C3

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

21.583

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

CONTINUOUS STORAGE AND CONSTRUCTION EQUIPMENT
AS WELL AS MAINTENANCE.

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

AS THE OWNER I WILL FEEL MORE SECURITY IN
INVESTING MORE MONEY IN BUILDING ADDITIONAL STRUCTURES
THAT WILL INCREASE THE TAXABLE BASE.

POSSIBLY ADD A EQUIPMENT + AUTOMOTIVE
REPAIR SHOP

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

 Yes X No

6. All applications for sale 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.



Signature of Applicant

3-15-2024

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 Brian Templin Date 3/31/24

Fee Paid Yes No Check # 004906



Richard Trojan
P.O. Box 275
Craig, AK 99921

Dear City of Craig

25 Mar 2024

I am asking for you to reconsider my right to excise my option to purchase the JT Brown carwash property.

I signed a "lease to own", (4) 5 year leases, with the City of Craig. Initially, I was just starting out in my business, this lease was helpful in my business expenses. I am in a position, to purchase it. I would like to do more with the property in improvements.

First lease agreement Had a 20% of the lease cost would go to the purchase price. Which indicates a willingness to sell. *Attachment C NOTE: item #12 in lease agreement*

I had trust in the city when I built the carwash. The only public one on the island. Anyone can come over and wash their vehicles or boats. In a fishing community, I believe I provide a service. In that time, I have not had any spills. I also have a oil/water separator in case there was a spill.

I care about the environment. Why, I have a half high container that I recycle scrap iron, steel and aluminum. My job is developing land. I find metals that may have been buried in the ground. I would rather barge them back to the lower 48 for proper recycling. Aluminum cans help make up for the "loss" on the barge costs sending the container. Typically, I come up even with return I receive selling the scrap to Washington State. I have been doing this for ~20 years? One receipt is 35,000 pounds off the island. (See attachment a)

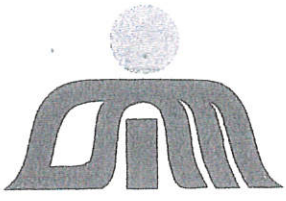
I need to remind you what happened when I asked to purchase the land in 2019. The City of Craig Council voted unanimously to allow the sale of the land (With Jan my wife recusing herself). Only a week later; The Mayor Tim O'Connell vetoed the council motion.

For 20 years Richard has operated the carwash, open to the public to wash their boats and vehicles. We also used to have professional vacuums, But, folks would dump there Trash there. When it was a full-time chore to keep the area neat and tidy: we took out the vacuums.

The issue about spills is also incorrect. I suspect someone leasing land is more likely to have a nasty spill than someone owning the land and legally responsible for it. I believe not having a spill for 20 years is proof, that I am very conscious about the environment and the City of Craig. (See attachment B).

I would like to purchase the carwash property to make improvements.

Richard Trojan



SEATTLE IRON & METALS CORP.

601 S. MYRTLE ST. • SEATTLE, WASHINGTON 98108
(206) 682-0040 • FAX: (206) 623-1231

dealers and brokers...

IRON AND STEEL SCRAP • NON-FERROUS METALS • STEEL PRODUCTS

44677

TROJAN AND SON LLC

PO Box 275

Craig, AK 99921-0275

Attn:

SETTLEMENT

Print Date
Settlement#
Total Due
Total Lbs

04/08/20

526419

\$ 2,825.67

35,060

*Barely pays
shipping
to get rid
of it not a "profit"*

*waste taken off
1st/2nd*

| Tkt# | Date | B/L# | Material | Net Wt UM | Price | Ext Amount* |
|--------|----------|------------|----------------------------|-----------|----------|-------------|
| 768512 | 04/01/20 | NYKU941384 | No. 1 Copper Wire | 17 P | 1.8400 | 31.28 |
| 768512 | 04/01/20 | NYKU941384 | No. 2 Copper | 29 P | 1.6400 | 47.56 |
| 768512 | 04/01/20 | NYKU941384 | Aluminum Clips | 412 P | 0.3700 | 152.44 |
| 768512 | 04/01/20 | NYKU941384 | Clean Cast Aluminum | 544 P | 0.3000 | 163.20 |
| 768512 | 04/01/20 | NYKU941384 | Aluminum Cans | 891 P | 0.3000 | 267.30 |
| 768512 | 04/01/20 | NYKU941384 | Irony Aluminum | 1,325 P | 0.1200 | 159.00 |
| 768512 | 04/01/20 | NYKU941384 | Scrap Iron | 1,162 P | 0.0500 | 58.10 |
| 768513 | 04/03/20 | NYKU941384 | No. 2 Copper | 38 P | 1.6400 | 62.32 |
| 768513 | 04/03/20 | NYKU941384 | Low Grade Insulated Copper | 131 P | 0.3600 | 47.16 |
| 768513 | 04/03/20 | NYKU941384 | Yellow Brass | 73 P | 1.2400 | 90.52 |
| 768513 | 04/03/20 | NYKU941384 | Clean Radiators | 72 P | 1.1700 | 84.24 |
| 768513 | 04/03/20 | NYKU941384 | Clean Aluminum | 118 P | 0.2900 | 34.22 |
| 768513 | 04/03/20 | NYKU941384 | Irony Aluminum | 53 P | 0.1200 | 6.36 |
| 768513 | 04/03/20 | NYKU941384 | Stainless Steel | 72 P | 0.3000 | 21.60 |
| 768513 | 04/03/20 | NYKU941384 | Lead | 184 P | 0.4400 | 80.96 |
| 768513 | 04/03/20 | NYKU941384 | Contaminated Lead | 90 P | 0.2100 | 18.90 |
| 768513 | 04/03/20 | NYKU941384 | Lead Rope | 126 P | 0.0300 | 3.78 |
| 768513 | 04/03/20 | NYKU941384 | Small Electric Motors | 89 P | 0.1500 | 13.35 |
| 768513 | 04/03/20 | NYKU941384 | Light Ballasts | 28 P | 0.1100 | 3.08 |
| 768513 | 04/03/20 | NYKU941384 | Scrap | 29,606 N | 100.0000 | 1,480.30 |

Attachment A

CITY OF CRAIG
MEMORANDUM

Craig City Council
Mayor Tim O'Connor
August 9, 2019

Veto of Council Motion on Sale of Lot 9, JT Brown Industrial Park Subdivision

This memo serves as notice to the council that I hereby veto the council's August 1, 2019 motion on the sale of Lot 9 of the JT Brown Subdivision. My veto authority as Mayor is provided for in Section 11.03.B of the Craig Municipal Code, and at Alaska Statutes 29.20.270.

I hereby veto the motion for the following reasons.

The purchaser's proposed business plan for the use of Lot 9 falls short of meeting the city's best interest. The plan does not explicitly demonstrate public benefits that will not be derived from continuing to lease the property.

Given the land ownership patterns in Craig, Lot 9 is not replaceable. The city should not sell property without a broad and clearly defined financial benefit to the community.

The risk of hazardous waste spills on the property and the potential for leaching of the waste into Crab Bay, now and in the future, is too great a risk to accept. Selling the property would leave the city less able to manage this risk.

The prospect of a permanent scrap yard on the property, in full view of the public traveling the Craig-Klawock Highway adjacent to the lot as they enter Craig, is aesthetically displeasing and a detriment to the community.

This is a false assumption made by the mayor.

disagree we help keep vehicles & boats clean. Recycling does the same thing

Falls short?

City Clerk

1. No recycling? Cans? Is this the city's interest?
2. What is the current benefit of a small lot next to an APT generator?
3. He has operated for 20 years without spills and with an oil and water separator.
4. Scrap yard is not his goal.

Richard wants to place his equipment on a lot. He does not want to operate full time or recycle Crap.

Richard has recycled without the community "seeing" he recycles 35,000 lbs of scrap. Richard was a volunteer fireman for years. An incident with Tim O'Connor where the mayor, jokingly insulted Richard. Attachment B

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

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

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

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

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

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

12. No later than three months prior to the termination date of this lease, Lessee may petition City to negotiate the terms and conditions necessary for lessee to purchase The Property. Such terms and conditions may include applying up to twenty percent (20%) of the lease payments made under this agreement toward the purchase of The Property. Lessee's petition to purchase must be prefaced by lessee constructing permanent industrial building(s) on The Property. Final terms and conditions of any subsequent sale are subject to approval by the Craig city council by ordinance.

13. This lease may be renewed for a period of five years under those terms and conditions acceptable to both the Lessor and Lessee.

**CITY OF CRAIG
MEMORANDUM**

To: Mayor and City Council
From: Brian Templin, City Administrator
Date: April 26, 2024
RE: Ordinance 772 First Reading – FY25 Water and Sewer Utility Rate Changes

During the FY25 budget committee meetings the committee was informed that the city's water, sewer, and garbage departments regularly run in a deficit amount and are subsidized by the unrestricted general funds. The committee directed staff to prepare an increase of 5% for water, sewer, and garbage fees to start to close this deficit.

The committee also directed staff to research credit card fees and include either a direct payment of fees by the customer or an overall increase in rates to cover these fees. After consulting with the credit card processor, we were informed that customers would pay higher rates to directly pay the fee for utility bills. Staff estimated that an additional 1% increase to rates would cover these fees for utility payments. The committee directed staff to add the additional 1% to the rates.

After Including the 5% increase, plus 1% to cover credit card fees (6% total), FY FY25 the deficits for these departments are projected at:

- Garbage: -\$24,459
- Wastewater (Sewer): -\$140,299
- Water: -\$260,227

It is likely that the budget committee will include additional increases in future years to close some of this gap. At a minimum, the budget committee directed staff that future year increases should include changes to the consumer price index.

As a result, rates for all water, sewer, and garbage services were increased by 6%. There were also some other changes to the rate schedules to simplify the billing process, to adjust some rates to better serve customers, and to add the 95 gallon garbage carts.

Schedule A.

1. The prior ordinance had a complicated table for multiple cans and multiple pickups per month. The pricing was not different than simply billing based on the scheduled number of cans and the scheduled number of pickups per month. We simplified the chart and the calculation. Monthly services will be calculated at the #of cans X the monthly rate for that type of can X the number of pickups per week. This will be easier for public works staff to track and for billing staff to bill. Other than the 6% increase, this does not result in a negligible increase in rates to the customer.
2. We have been testing the 95 gallon cans but have not previously put them on our rate schedule. The updated schedule includes these cans.

3. Extra Pick-Up Schedule. The standard rates apply to scheduled multiple cans and multiple pickups per week but it is common for a customer to request an additional one time pickup. These pickups take addition time since they are usually done out schedule and cost. The previous rate schedule includes rates that were nearly equal to the monthly fee. The new schedule sets rates at 1.5x the weekly cost for a cart for in-town and 2x the cost of a weekly pickup for extra pickups outside city limits (due to additional drive time). Overall, these generally are lower than the previous rate schedule.

Schedule B. There were no changes to Schedule B other than the 6% rate increase.

Schedule C. There were no changes to Schedule C other than the 6% rate increase.

Recommendation: Pass first reading Ordinance 772, Adopting Utility Rates for Municipal Water and Wastewater Services as shown on Schedules A, B and C of the ordinance.

ORDINANCE NO. 772

ADOPTING UTILITIES RATES FOR MUNICIPAL GARBAGE, WATER AND WASTEWATER SERVICES

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

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 becomes effective July 1, 2024.

Section 4. Repeal. This ordinance repeals all previous municipal water, wastewater, and garbage collection services rate-setting ordinances.

Section 5. Action. (a) Schedule "A" Garbage Rates, Schedule "B" Wastewater Service Rates; and Schedule "C" Water Rates, are hereby adopted and incorporated by reference in Craig Municipal Code Sections 8.04.040, 15.16.010 and 15.48.010.

APPROVED _____

MAYOR KASEY SMITH

ATTEST _____
MARY SALAZAR, CITY CLERK

SCHEDULE "A" GARBAGE RATES

Pick Up Schedule

| Inside City Limits Weekly Service | Monthly Cost |
|--|--------------|
| 48 Gallon | \$38.72 |
| 64 Gallon | \$45.89 |
| 95 Gallon | \$60.80 |
| 300 Gallon Dumpster | \$151.58 |
| 4CY Dumpster | \$375.51 |

| Outside City Limits Weekly Service | Monthly Cost |
|---|--------------|
| 48 Gallon | \$58.08 |
| 64 Gallon | \$64.25 |
| 95 Gallon | \$76.00 |
| 300 Gallon Dumpster | \$171.29 |

Garbage rates are calculated on a "per can, per pickup" basis. Prices shown above are for 1 can/dumpster per week. Customers who have multiple cans, or who regularly have multiple pickups per week will be charged based on the number of cans/dumpsters x the number of pickups per week. For example, a customer that has two 48 gallon cans would be charged 2 x \$36.53 per month. A customer that has 2 48 gallon cans picked up twice a week would be charged 2 (number of cans) x 2 (number of pickups per week) x \$36.53 (monthly rate).

Missed pickups at no fault of the property owner that are picked up on the next garbage day will not result in additional fees. Missed pickups resulting from putting out carts late or other factors related to the property owner may be charged as extra pickups.

Extra Pick Up Schedule

| | Inside City Limits | Outside City Limits |
|---------------------|-------------------------------|--------------------------------|
| 48 Gallon | \$14.52 | \$29.04 |
| 64 Gallon | \$17.21 | \$32.12 |
| 300 Gallon Dumpster | \$56.84 | \$85.65 |
| 4CY Dumpster | \$140.82 | -- |

Extra pickups will be charged for unscheduled, additional pickups of existing services or may be used for short term, temporary services (i.e. ordering a 300 gal cart for a two week period). Extra pickups may be charged for missed pickups due to property owner errors (i.e. late putting garbage out, etc.).

III. NOTES

- (1) The minimum sanitation charge for residential, commercial, and industrial customers shall be the rate for one pick-up per week. All locations in the City of Craig that receive water and sewer services will be charged garbage pickup fees at least at the minimum charge.

(2) Garbage service outside municipal boundaries will be provided at the discretion of the Director of Public Works.

(3) Duplex dwelling units will be serviced with a minimum of 64 Gal Can. Multiple family dwelling units of three units or more, and mobile home parks, will be serviced with dumpsters. Multiple family dwelling units may be serviced with multiple 95 gallon carts at the public works director's discretion.

(4) The City of Craig will provide residential garbage pick-up services free of charge, one 48 Gal. can per week, to residents who are 65 or older. This exemption applies only to the address at which the customer resides and will only apply if the exempt resident is billed directly.

(5) Arrangements may be made for regular pick-up of garbage in cartons, boxes, bales, or other non-standard units at a rate of \$58.30 per cubic yard subject to the approval of the City.

SCHEDULE "B" SEWER RATES

I. UNMETERED SERVICE

One equivalent dwelling unit (EDU) shall be \$70.38.

Processing, industrial, cold storage, and electrical generation plant rates shall be set by individual agreement approved by the City Council and shall be structured to follow the \$66.40 per EDU for wastes discharged into the sewerage system.

II. METERED SERVICE

| Customer Type | Billing & Collecting | Meter & Services | Total Meter Charges | Rate per 1,000 gallons | Debt | Total Base Rate |
|-------------------|----------------------|------------------|---------------------|------------------------|--------|-----------------|
| General | \$7.29 | \$7.98 | \$15.27 | \$6.26 | \$2.85 | \$24.38 |
| Mobile Home Parks | \$51.10 | \$378.93 | \$430.03 | \$6.59 | \$2.85 | \$439.65 |

SCHEDULE "C" WATER RATES

I. UNMETERED SERVICE

Section A.

| USER TYPE | MONTHLY RATE |
|-------------------------|---------------------|
| Single family residence | \$56.90 |

Section B.

As referenced in Section 15.40.080 of the Craig Municipal Code, the city does not charge for standby water service on fire protection systems, metered or unmetered.

II. METERED SERVICE

Effective January 1, 1994, all commercial users and mobile home parks as defined in Title 18, Craig Land Development Code will be required to install metered water service. Exceptions to this provision will be on a case-by-case basis.

Section A

Within City Limits Rate:

Except as provided below in Section B, the monthly rates per meter are shown in the table below.

| Meter Size | Billing & Collecting | Meter & Services | Total Meter Charges | Rate per 1,000 gallons | Debt | Total Base Rate |
|------------|----------------------|------------------|---------------------|------------------------|--------|-----------------|
| ¾" | \$3.04 | \$6.69 | \$9.73 | \$4.38 | \$0.50 | \$14.61 |
| 1" | \$3.04 | \$12.04 | \$15.08 | \$4.38 | \$0.50 | \$19.96 |
| 2" | \$3.04 | \$14.06 | \$17.10 | \$4.38 | \$0.50 | \$21.98 |
| 3" | \$3.04 | \$18.74 | \$21.78 | \$4.38 | \$0.50 | \$26.66 |
| 4" | \$3.04 | \$26.78 | \$29.82 | \$4.38 | \$0.50 | \$34.70 |
| 6" | \$3.04 | \$32.81 | \$35.85 | \$4.38 | \$0.50 | \$40.73 |

Outside City Limits Rate:

| Meter Size | Billing & Collecting | Meter & Services | Total Meter Charges | Rate per 1,000 gallons | Debt | Total Base Rate |
|------------|----------------------|------------------|---------------------|------------------------|--------|-----------------|
| ¾" | \$3.68 | \$13.11 | \$16.79 | \$14.01 | \$0.50 | \$31.30 |
| 1" | \$3.68 | \$23.61 | \$27.28 | \$14.01 | \$0.50 | \$41.80 |
| 2" | \$3.68 | \$27.54 | \$31.22 | \$14.01 | \$0.50 | \$45.73 |
| 3" | \$3.68 | \$36.72 | \$40.40 | \$14.01 | \$0.50 | \$54.91 |
| 4" | \$3.68 | \$52.46 | \$56.14 | \$14.01 | \$0.50 | \$70.65 |
| 6" | \$3.68 | \$64.26 | \$67.94 | \$14.01 | \$0.50 | \$82.45 |

Section B.

Seafood processing plants that exceed one million (1,000,000) gallons monthly will be charged \$4.38 per thousand for the first one million gallons and \$4.22 per 1000 gallons for the gallons over one million.

Where monthly water usage does not exceed one million gallons, the rate established in Section A of "II METERED SERVICE" shall apply.

CITY OF CRAIG

ORDINANCE NO. 773

PROVIDING FOR THE ADOPTION OF THE FISCAL YEAR 2025 OPERATING BUDGET

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

Section 1. Classification. This ordinance is a non-code ordinance and is not of a general and permanent nature and shall not become a part of the code of the City of Craig, Alaska.

Section 2. Effective Date. This ordinance shall become effective July 1, 2024.

Section 3. Authorization and Appropriation. The appropriations identified in "Attachment A" hereto are adopted and authorized for the period of July 1, 2024, through June 30, 2025, and are the budget for that period. The Administrator may modify line-item expenditures within an authorized appropriation to another line item in any amount which would not annually exceed ten (10) percent or \$10,000, whichever is more.

Section 4. Unexpended Balances. All unexpended balances lapse as of June 30, 2025.

APPROVED _____, 2024.

MAYOR
KASEY SMITH

MARY SALAZAR
CITY CLERK

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Kimber Mikulecky, Treasurer
Date: May 02, 2024
RE: Ordinance to approve first reading of FY2025 Budget

Attached you will find Ordinance No.773 . The ordinance adopts the city's proposed budget for Fiscal Year 2025, beginning July 1, 2024.

A detailed memo from Brian describing the budget is included in the budget document. The budget committee made up of Millie Schoonover, Josh Bennett, Shauna Thomas & Michael Kampnich held several meetings on the budget. On April 4th the committee completed its work on the draft. The committee moved the budget to the council with all members recommending passage.

Recommendation

Adopt Ordinance No. 773 at first reading.

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.** Thanks to the council and mayor for all of the time to take care of the various meetings through April. While we still have several items related to the budget, the meeting schedule should slow down for May:
 - May 2, 2024 – Regular Council Meeting
 - May (TBD) – Joint Workshop with School Board to Review Final Draft CCSD Budget
 - May 16, 2024 – Regular City Council Meeting

2. **Staffing.**
 - a. Planner. We have extended a tentative job offer to a new planner. He will be visiting Craig May 2-3 for a final interview. If hired he should be able to start by the end of May.
 - b. Police Department. We are currently fully staffed with officers, but one offer recruit will transition to dispatch in mid-May. We will be advertising this position. We will also have a part-time dispatch position open that we are advertising for.
 - c. Pool. The Aquatic Center manager has been working hard to recruit. She recently hired a new full-time guard (who has worked at the center before) and a line on one or more part time guards. Expect to see expanded programming and hours at the pool over the next several months.
 - d. We are also advertising a new HR/Admin Assistant/Grant Coordinator. This position is part-time, but is proposed to go full time in the FY25 budget. We have not had any applications yet for the position, but I largely think that is because we currently have to advertise as a part time position.

Most other departments are at or near full staffing. We are eager to get a new planner and a new HR position filled quickly. There is not much knowledge overlap by other employees so many tasks are not currently getting done until we get the positions filled.

3. **School Board Workshop and Funding.** Thanks to the council for their work with the school board and consideration of the increased request for this year. Based on the council action on April 25th, I have notified the school district that the city will be making a total local contribution of \$1,586,656 plus \$81,000 in in-kind and supplemental contributions to the school for FY25. I also let the district know that any draw from the school reserve (\$850,000) would be reduced by any additional funding from the state for FY25.

4. **Budget.** The budget committee and finance director have done a great job with the budget this year. The operations budget on the agenda for first reading on May 2nd and final consideration on May 16th.

5. **Capital Projects.** We were recently notified by USDA Rural Development that the \$4.1 million federal appropriation for the new firehall secured by Senator Murkowski has gotten to the agency. We will begin the process of applying for these funds and modifying the plans to fit the budget. We have also asked for \$3 - \$3.5 million from the state to fully fund the project as designed. We will know more about this funding in the next couple of months. We were also recently informed that we are eligible for \$200,000 in funding from the Denali Commission as part of the project to replace the wood boiler. We are still working on the funds approved by congress for the project.

6. **Leave and Travel Schedule.** I do not have any significant leave or travel scheduled through May or June. I am planning to be a vendor for the upcoming cruise Artisan's booths in Klawock so I will be planning on taking leave on days when cruise ships are in Klawock between May and August.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Kimber Mikulecky
Date: May 02, 2024
RE: May Staff Report – Finance Director

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

1. Lisa, Natalie and myself went to Utah for Caselle training. Training went good, and I am excited for us to go live with the new software. The new software is a lot more customizable, provides easier tracking for payment plans and delinquent accounts, and will make property tax and sales tax a smoother process from billing to collecting payments.
2. The auditors were here the week of April 22nd. There were 4 members of the firm that came to do our FY22 and FY23 audits. They will be continuing the process back at their office in Juneau the next couple weeks before we receive the final financial statement.

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

4/25/2024

General Fund

| | |
|-------------------------------|---------------------|
| Deposit Clearing Account | 93,039.93 |
| Checking - First Bank | 1,264,821.89 |
| 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>1,386,120.57</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 | 54,889.94 |
| 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>4,046,062.36</u> |

Endowment

| | |
|--|------------------------|
| Cash Held Endowment | 198,793.93 |
| Fixed Inc. Investment Endowment | 7,987,848.74 |
| Accr. Int., Endowment | 47,692.13 |
| Equity Invest., Endowment | 5,232,290.34 |
| Unrealized Gain/Loss Endowment | (803,047.49) |
| Unrealized Gain/Loss Equity, Endowment | <u>(21,136,990.12)</u> |
| Total | <u>(8,473,412.47)</u> |

Enterprise Fund

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

City of Craig
02a. Craig Gov Rev

April 25, 2024

| | M-T-D Actual | Y-T-D Actual | Budget | Over(Under) Budget | % of Budget |
|--|-------------------|---------------------|---------------------|-----------------------|----------------|
| 01 00.4000.00 000 Property Tax | (787) | 693,059 | 715,500 | (22,441) | 97 |
| 01 00.4050.00 000 Sales Tax | 147,651 | 1,800,275 | 1,405,500 | 394,775 | 128 |
| 01 00.4051.00 000 1% Sales Tax for School | 0 | 0 | 350,850 | (350,850) | 0 |
| 01 00.4052.00 000 Alaska Remote Sales Tax | 0 | 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 | 25,556 | 187,203 | 0 | 187,203 | 0 |
| 01 00.4055.00 000 Delinquent Sales Tax | 0 | 2,405 | 0 | 2,405 | 0 |
| 01 00.4060.00 000 Liquor Sales Tax | 12,324 | 113,029 | 120,000 | (6,971) | 94 |
| 01 00.4065.00 000 Transient Room Tax | 1,640 | 25,325 | 27,500 | (2,175) | 92 |
| 01 00.4070.00 000 Property Tax Penalties | 0 | 6,704 | 0 | 6,704 | 0 |
| 01 00.4080.00 000 Sales Tax Penalties | 2,590 | 7,812 | 0 | 7,812 | 0 |
| Total Local Taxes | 188,974 | 3,044,612 | 3,145,200 | (100,588) | 97 |
| 01 00.4100.00 000 Property PILT Funding | 3,493 | 346,316 | 300,000 | 46,316 | 115 |
| 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 | 2,131 | 351,421 | 200,000 | 151,421 | 176 |
| 01 00.4120.00 000 Shared Fish Tax - DCED | 0 | 0 | 2,000 | (2,000) | 0 |
| Total State Revenue | 5,624 | 697,737 | 581,000 | 116,737 | 120 |
| 01 00.4220.00 000 EMS Service Fees | 466 | 26,412 | 50,000 | (23,588) | 53 |
| 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 | 2,579 | 33,233 | 50,000 | (16,768) | 66 |
| 01 00.4270.00 000 Library Fees | 0 | 32 | 500 | (468) | 6 |
| 01 00.4275.00 000 Recreation Revenue | 2,510 | 21,403 | 25,000 | (3,597) | 86 |
| 01 00.4280.00 000 Senior Card Fees | 175 | 1,235 | 2,000 | (765) | 62 |
| 01 00.4620.00 000 Taxi Permit Fees | 0 | 100 | 100 | 0 | 100 |
| 01 00.4640.00 000 Building Permit Fees | 35 | 635 | 2,500 | (1,865) | 25 |
| 01 00.4644.00 000 Access Permit Fees | (35) | 6,133 | 5,500 | 633 | 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 | 5,730 | 89,321 | 151,600 | (62,280) | 59 |
| 01 00.4300.00 000 Property Lease/Rentals | 0 | 48,946 | 53,000 | (4,054) | 92 |
| 01 00.4400.00 000 Material Sales | 0 | 0 | 500 | (500) | 0 |
| Total Local Revenue | 0 | 48,946 | 53,500 | (4,554) | 91 |
| 01 00.4700.00 000 Police-Fines,Citation | (100) | 5,114 | 12,000 | (6,886) | 43 |
| 01 00.4701.00 000 Vehicle/Animal Impound Fees | 0 | 375 | 0 | 375 | 0 |
| 01 00.4703.00 000 Motor Vehicle Commision | 3,959 | 44,944 | 60,000 | (15,056) | 75 |
| 01 00.4704.00 000 Dog Licenses | 0 | 35 | 0 | 35 | 0 |
| 01 00.4650.00 000 State Trooper Dispatch | 1,625 | 6,500 | 7,200 | (700) | 90 |
| 01 00.4660.00 000 State Jail Contract Revenue | 0 | 449,197 | 550,000 | (100,803) | 82 |
| 01 00.4665.00 000 Klawock Dispatch | 0 | 44,240 | 63,832 | (19,592) | 69 |
| 01 00.4670.00 000 Forest Service Dispatch | 0 | 3,000 | 3,000 | 0 | 100 |
| Total Public Safety Funds | 5,484 | 553,405 | 696,032 | (142,627) | 80 |
| 01 00.4820.00 000 Interest Income (A/R) | (2) | 12,751 | 1,000 | 11,751 | 1,275 |
| 01 00.4900.00 000 Misc Revenue | 185 | 3,348 | 5,000 | (1,653) | 67 |
| Total Other Revenue | 183 | 16,099 | 6,000 | 10,098 | 268 |
| Total Revenues | \$ 205,995 | \$ 4,450,120 | \$ 4,633,332 | \$ (183,214) | \$ 96 |

City of Craig
Revenue and Expense YTD & Budget
April 25, 2024

| | Y-T-D Actual | Y-T-D Encumbrance | Y-T-D Budget | Total |
|--|---------------------|----------------------|---------------------|---------------------|
| Administration | | | | |
| Total Personnel Expenditures | 310,279 | 0 | 231,265 | 310,279 |
| Total Benefits Expenditures | 137,968 | 0 | 190,837 | 137,968 |
| Total Contract Expenditures | 146,416 | 0 | 345,350 | 146,416 |
| Total Travel & Expenditures | 22,604 | 668 | 27,845 | 23,271 |
| Total Materials Expenditures | 15,018 | 0 | 13,995 | 15,018 |
| Total Utilities Expenditures | 25,910 | 0 | 20,520 | 25,910 |
| Total Repairs & Maint Expenditures | 1,906 | 0 | 4,710 | 1,906 |
| Total Other Expenditures | 49,414 | 0 | 51,139 | 49,414 |
| Total Capital & Debt Expenditures | 3,572 | 0 | 7,500 | 3,572 |
| Total Expenditures | <u>\$ 713,087</u> | <u>\$ 668</u> | <u>\$ 893,161</u> | <u>\$ 713,754</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (713,087)</u> | <u>\$ (668)</u> | <u>\$ (893,161)</u> | <u>\$ (713,754)</u> |
| Council | | | | |
| Total Personnel Expenditures | 13,440 | 0 | 20,679 | 13,440 |
| Total Benefits Expenditures | 1,362 | 0 | 7,030 | 1,362 |
| Total Contract Expenditures | 1,374 | 0 | 950 | 1,374 |
| Total Travel & Expenditures | 8,302 | 0 | 5,550 | 8,302 |
| 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 | 1,039 | 0 | 10,428 | 1,039 |
| Total Capital & Debt Expenditures | 9,110 | 892 | 10,000 | 10,002 |
| Total Expenditures | <u>\$ 35,084</u> | <u>\$ 892</u> | <u>\$ 55,637</u> | <u>\$ 35,976</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (35,084)</u> | <u>\$ (892)</u> | <u>\$ (55,637)</u> | <u>\$ (35,976)</u> |
| Planning | | | | |
| Total Revenues | \$ 6,062 | \$ 0 | \$ 0 | \$ 6,062 |
| Total Personnel Expenditures | 39,765 | 0 | 43,560 | 39,765 |
| Total Benefits Expenditures | 20,831 | 0 | 28,563 | 20,831 |
| 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 | 2,314 | 0 | 2,242 | 2,314 |
| Total Capital & Debt Expenditures | 0 | 0 | 0 | 0 |
| Total Expenditures | <u>\$ 63,589</u> | <u>\$ (3,897)</u> | <u>\$ 79,865</u> | <u>\$ 59,693</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (57,527)</u> | <u>\$ 3,897</u> | <u>\$ (79,865)</u> | <u>\$ (53,631)</u> |
| Parks &Facilities | | | | |
| Total Personnel Expenditures | 128,739 | 0 | 190,534 | 128,739 |
| Total Benefits Expenditures | 61,015 | 0 | 74,538 | 61,015 |
| Total Contract Expenditures | 36,778 | (400) | 7,500 | 36,378 |
| Total Travel & Expenditures | 0 | 0 | 1,500 | 0 |

City of Craig**Revenue and Expense YTD & Budget**

April 25, 2024

| | Y-T-D Actual | Y-T-D Encumbrance | Y-T-D Budget | Total |
|--|-----------------------|----------------------|-----------------------|-----------------------|
| Total Materials Expenditures | 34,188 | (29,488) | 51,350 | 4,701 |
| Total Utilities Expenditures | 23,629 | 0 | 8,700 | 23,629 |
| Total Repairs & Maint Expenditures | 26,526 | 1,499 | 12,000 | 28,025 |
| Total Other Expenditures | 24,641 | 0 | 18,534 | 24,641 |
| Total Capital & Debt Expenditures | 42,904 | 0 | 67,729 | 42,904 |
| Total Expenditures | <u>\$ 378,420</u> | <u>\$ (28,389)</u> | <u>\$ 432,385</u> | <u>\$ 350,032</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (378,420)</u> | <u>\$ 28,389</u> | <u>\$ (432,385)</u> | <u>\$ (350,032)</u> |
| Public Works | | | | |
| Total Personnel Expenditures | 137,333 | 35 | 127,790 | 137,368 |
| Total Benefits Expenditures | 66,275 | 0 | 68,911 | 66,275 |
| Total Contract Expenditures | 40,076 | 2,846 | 720 | 42,922 |
| Total Travel & Expenditures | 865 | 0 | 32,000 | 865 |
| Total Materials Expenditures | 45,018 | (978) | 81,200 | 44,040 |
| Total Utilities Expenditures | 21,741 | 0 | 7,600 | 21,741 |
| Total Repairs & Maint Expenditures | 38,797 | (1,894) | 56,000 | 36,901 |
| Total Other Expenditures | 30,671 | 0 | 16,049 | 30,671 |
| Total Capital & Debt Expenditures | 85,016 | 5,604 | 190,260 | 90,619 |
| Total Expenditures | <u>\$ 465,792</u> | <u>\$ 5,613</u> | <u>\$ 580,530</u> | <u>\$ 471,402</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (465,792)</u> | <u>\$ (5,613)</u> | <u>\$ (580,530)</u> | <u>\$ (471,402)</u> |
| Police | | | | |
| Total Personnel Expenditures | 568,176 | 0 | 701,784 | 568,176 |
| Total Benefits Expenditures | 314,851 | 0 | 390,912 | 314,851 |
| Total Contract Expenditures | 27,770 | 0 | 27,106 | 27,770 |
| Total Travel & Expenditures | 3,729 | 492 | 7,500 | 4,221 |
| Total Materials Expenditures | 62,516 | 13,981 | 61,800 | 76,498 |
| Total Utilities Expenditures | 20,145 | 0 | 16,510 | 20,145 |
| Total Repairs & Maint Expenditures | 491 | 0 | 1,000 | 491 |
| Total Other Expenditures | 61,698 | (1,496) | 60,008 | 60,202 |
| Total Capital & Debt Expenditures | 61,366 | 3,752 | 74,200 | 65,118 |
| Total Expenditures | <u>\$ 1,120,742</u> | <u>\$ 16,729</u> | <u>\$ 1,340,820</u> | <u>\$ 1,137,472</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (1,120,742)</u> | <u>\$ (16,729)</u> | <u>\$ (1,340,820)</u> | <u>\$ (1,137,472)</u> |
| EMS | | | | |
| Total Personnel Expenditures | 199,523 | 0 | 187,169 | 199,523 |
| Total Benefits Expenditures | 72,704 | 0 | 75,588 | 72,704 |
| Total Contract Expenditures | 2,882 | 0 | 7,400 | 2,882 |
| Total Travel & Expenditures | 8,473 | 0 | 9,700 | 8,473 |
| Total Materials Expenditures | 11,252 | 0 | 13,950 | 11,252 |
| Total Utilities Expenditures | 8,037 | 0 | 8,600 | 8,037 |
| Total Repairs & Maint Expenditures | 4,760 | 0 | 0 | 4,760 |
| Total Other Expenditures | 11,638 | 0 | 10,077 | 11,638 |
| Total Capital & Debt Expenditures | 5,999 | 0 | 7,000 | 5,999 |
| Total Expenditures | <u>\$ 325,268</u> | <u>\$ 0</u> | <u>\$ 319,484</u> | <u>\$ 325,268</u> |

City of Craig
Revenue and Expense YTD & Budget
April 25, 2024

| | Y-T-D Actual | Y-T-D Encumbrance | Y-T-D Budget | Total |
|--|-----------------|----------------------|-----------------|--------------|
| Excess Revenue Over (Under) Expenditures | \$ (325,268) | \$ 0 | \$ (319,484) | \$ (325,268) |
| Fire Department | | | | |
| Total Personnel Expenditures | 0 | 0 | 0 | 0 |
| Total Benefits Expenditures | 1,011 | 0 | 4,186 | 1,011 |
| 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 | 4,652 | 0 | 5,300 | 4,652 |
| Total Repairs & Maint Expenditures | 156 | 0 | 1,000 | 156 |
| Total Other Expenditures | 4,605 | 0 | 5,954 | 4,605 |
| Total Capital & Debt Expenditures | 0 | 0 | 0 | 0 |
| Total Expenditures | \$ 10,949 | \$ (1,502) | \$ 30,540 | \$ 9,446 |
| Excess Revenue Over (Under) Expenditures | \$ (10,949) | \$ 1,502 | \$ (30,540) | \$ (9,446) |
| Library | | | | |
| Total Revenues | \$ 27,649 | \$ (2,689) | \$ 0 | \$ 24,960 |
| Total Personnel Expenditures | 90,586 | 0 | 100,152 | 90,586 |
| Total Benefits Expenditures | 29,044 | 0 | 32,137 | 29,044 |
| Total Contract Expenditures | 16,436 | (1,200) | 3,660 | 15,236 |
| Total Travel & Expenditures | 292 | 500 | 1,000 | 792 |
| Total Materials Expenditures | 22,777 | 1,461 | 11,600 | 24,238 |
| Total Utilities Expenditures | 7,373 | 0 | 10,250 | 7,373 |
| Total Repairs & Maint Expenditures | 2,259 | 0 | 500 | 2,259 |
| Total Other Expenditures | 4,240 | 0 | 2,770 | 4,240 |
| Total Capital & Debt Expenditures | 457 | 53 | 33,000 | 510 |
| Total Expenditures | \$ 173,464 | \$ 814 | \$ 195,069 | \$ 174,278 |
| Excess Revenue Over (Under) Expenditures | \$ (145,815) | \$ (3,503) | \$ (195,069) | \$ (149,318) |
| Recreation | | | | |
| Total Revenues | \$ 240 | \$ 0 | \$ 0 | \$ 240 |
| Total Personnel Expenditures | 73,519 | 0 | 114,140 | 73,519 |
| Total Benefits Expenditures | 30,954 | 0 | 54,456 | 30,954 |
| Total Contract Expenditures | 8,556 | 0 | 9,000 | 8,556 |
| Total Travel & Expenditures | 544 | 0 | 1,500 | 544 |
| Total Materials Expenditures | 18,114 | 0 | 13,410 | 18,114 |
| Total Utilities Expenditures | 15,972 | 0 | 19,625 | 15,972 |
| Total Repairs & Maint Expenditures | 2,244 | 0 | 2,100 | 2,244 |
| Total Other Expenditures | 13,790 | 0 | 6,239 | 13,790 |
| Total Capital & Debt Expenditures | 6,505 | 1,515 | 11,450 | 8,020 |
| Total Expenditures | \$ 170,198 | \$ 1,515 | \$ 231,920 | \$ 171,713 |
| Excess Revenue Over (Under) Expenditures | \$ (169,958) | \$ (1,515) | \$ (231,920) | \$ (171,473) |
| Aquatic Center | | | | |

City of Craig**Revenue and Expense YTD & Budget**

April 25, 2024

| | Y-T-D Actual | Y-T-D Encumbrance | Y-T-D Budget | Total |
|--|---------------------|----------------------|---------------------|---------------------|
| Total Personnel Expenditures | 106,313 | 0 | 204,733 | 106,313 |
| Total Benefits Expenditures | 80,492 | 0 | 120,093 | 80,492 |
| Total Contract Expenditures | 5,610 | 535 | 4,040 | 6,145 |
| Total Travel & Expenditures | 1,598 | 0 | 7,770 | 1,598 |
| Total Materials Expenditures | 8,488 | (930) | 24,420 | 7,558 |
| Total Utilities Expenditures | 133,888 | 0 | 138,650 | 133,888 |
| Total Repairs & Maint Expenditures | 0 | (345) | 4,500 | (345) |
| Total Other Expenditures | 25,289 | 0 | 20,012 | 25,289 |
| Total Capital & Debt Expenditures | 142,979 | (12,999) | 157,679 | 129,980 |
| Total Expenditures | <u>\$ 504,657</u> | <u>\$ (13,739)</u> | <u>\$ 681,897</u> | <u>\$ 490,918</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (504,657)</u> | <u>\$ 13,739</u> | <u>\$ (681,897)</u> | <u>\$ (490,918)</u> |
| Sewer | | | | |
| Total Revenues | \$ 189,111 | \$ 0 | \$ 0 | \$ 189,111 |
| Total Personnel Expenditures | 139,659 | 0 | 164,916 | 139,659 |
| Total Benefits Expenditures | 57,084 | 0 | 68,043 | 57,084 |
| Total Contract Expenditures | 7,261 | (165) | 7,800 | 7,096 |
| Total Travel & Expenditures | 583 | (1,000) | 3,280 | (417) |
| Total Materials Expenditures | 6,240 | 1,406 | 14,400 | 7,645 |
| Total Utilities Expenditures | 45,937 | (1,392) | 42,300 | 44,545 |
| Total Repairs & Maint Expenditures | 8,313 | (5) | 5,000 | 8,307 |
| Total Other Expenditures | 26,145 | 0 | 28,263 | 26,145 |
| Total Capital & Debt Expenditures | 49,560 | 5,786 | 118,530 | 55,345 |
| Total Expenditures | <u>\$ 340,782</u> | <u>\$ 4,630</u> | <u>\$ 452,532</u> | <u>\$ 345,409</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (151,671)</u> | <u>\$ (4,630)</u> | <u>\$ (452,532)</u> | <u>\$ (156,298)</u> |
| Water | | | | |
| Total Revenues | \$ 233,446 | \$ 0 | \$ 0 | \$ 233,446 |
| Total Personnel Expenditures | 129,454 | 0 | 241,983 | 129,454 |
| Total Benefits Expenditures | 53,450 | 0 | 105,432 | 53,450 |
| Total Contract Expenditures | 9,813 | 927 | 12,500 | 10,740 |
| Total Travel & Expenditures | 2,488 | (1,198) | 7,570 | 1,290 |
| Total Materials Expenditures | 47,674 | (5,218) | 79,850 | 42,456 |
| Total Utilities Expenditures | 53,396 | 0 | 29,000 | 53,396 |
| Total Repairs & Maint Expenditures | 16,926 | (11,661) | 39,620 | 5,266 |
| Total Other Expenditures | 22,518 | 0 | 20,346 | 22,518 |
| Total Capital & Debt Expenditures | 26,565 | 0 | 105,549 | 26,565 |
| Total Expenditures | <u>\$ 362,284</u> | <u>\$ (17,150)</u> | <u>\$ 641,850</u> | <u>\$ 345,135</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (128,838)</u> | <u>\$ 17,150</u> | <u>\$ (641,850)</u> | <u>\$ (111,689)</u> |
| Garbage | | | | |
| Total Revenues | \$ 306,901 | \$ 0 | \$ 0 | \$ 306,901 |
| Total Personnel Expenditures | 34,272 | 0 | 75,159 | 34,272 |
| Total Benefits Expenditures | 9,935 | 0 | 18,859 | 9,935 |
| Total Contract Expenditures | 165,147 | 0 | 249,500 | 165,147 |

City of Craig**Revenue and Expense YTD & Budget**

April 25, 2024

| | Y-T-D Actual | Y-T-D Encumbrance | Y-T-D Budget | Total |
|--|--------------------|----------------------|---------------------|--------------------|
| Total Travel & Expenditures | 0 | 0 | 0 | 0 |
| Total Materials Expenditures | 3,697 | 0 | 12,500 | 3,697 |
| Total Utilities Expenditures | 292 | 0 | 500 | 292 |
| Total Repairs & Maint Expenditures | 213 | 3,217 | 8,500 | 3,430 |
| Total Other Expenditures | 8,697 | 0 | 5,802 | 8,697 |
| Total Capital & Debt Expenditures | 49,865 | 0 | 136,841 | 49,865 |
| Total Expenditures | <u>\$ 272,118</u> | <u>\$ 3,217</u> | <u>\$ 507,661</u> | <u>\$ 275,335</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ 34,783</u> | <u>\$ (3,217)</u> | <u>\$ (507,661)</u> | <u>\$ 31,566</u> |
| Harbor | | | | |
| Total Revenues | \$ 239,756 | \$ 0 | \$ 0 | \$ 239,756 |
| Total Personnel Expenditures | 124,608 | 0 | 195,063 | 124,608 |
| Total Benefits Expenditures | 91,975 | 0 | 106,975 | 91,975 |
| Total Contract Expenditures | 1,000 | 0 | 1,200 | 1,000 |
| Total Travel & Expenditures | 2,575 | (350) | 2,500 | 2,225 |
| Total Materials Expenditures | 11,527 | (305) | 13,875 | 11,222 |
| Total Utilities Expenditures | 44,375 | 0 | 36,942 | 44,375 |
| Total Repairs & Maint Expenditures | 10,273 | 13 | 18,000 | 10,286 |
| Total Other Expenditures | 32,998 | 0 | 26,619 | 32,998 |
| Total Capital & Debt Expenditures | 0 | (16,315) | 163,000 | (16,315) |
| Total Expenditures | <u>\$ 319,331</u> | <u>\$ (16,957)</u> | <u>\$ 564,174</u> | <u>\$ 302,374</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (79,575)</u> | <u>\$ 16,957</u> | <u>\$ (564,174)</u> | <u>\$ (62,618)</u> |
| JTB Industrail Park | | | | |
| Total Revenues | \$ 605,168 | \$ 0 | \$ 0 | \$ 605,168 |
| Total Personnel Expenditures | 117,774 | 0 | 117,394 | 117,774 |
| Total Benefits Expenditures | 54,289 | 0 | 62,051 | 54,289 |
| Total Contract Expenditures | 0 | 0 | 2,200 | 0 |
| Total Travel & Expenditures | 0 | 0 | 0 | 0 |
| Total Materials Expenditures | 10,051 | 3,028 | 22,600 | 13,078 |
| Total Utilities Expenditures | 47,738 | 0 | 44,600 | 47,738 |
| Total Repairs & Maint Expenditures | 11,133 | (1,558) | 12,500 | 9,575 |
| Total Other Expenditures | 27,150 | 0 | 21,081 | 27,150 |
| Total Capital & Debt Expenditures | 148,272 | (977) | 66,000 | 147,295 |
| Total Expenditures | <u>\$ 416,407</u> | <u>\$ 493</u> | <u>\$ 348,426</u> | <u>\$ 416,899</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ 188,761</u> | <u>\$ (493)</u> | <u>\$ (348,426)</u> | <u>\$ 188,269</u> |
| Ward Cove Cannery | | | | |
| Total Revenues | \$ 4,416 | \$ 0 | \$ 0 | \$ 4,416 |
| 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 | 399 | 0 | 0 | 399 |
| Total Utilities Expenditures | 2,706 | 0 | 2,000 | 2,706 |

City of Craig**Revenue and Expense YTD & Budget**

April 25, 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 | 3,515 | 0 | 2,732 | 3,515 |
| Total Capital & Debt Expenditures | 171,033 | 0 | 175,000 | 171,033 |
| Total Expenditures | <u>\$ 177,653</u> | <u>\$ 0</u> | <u>\$ 179,786</u> | <u>\$ 177,653</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (173,237)</u> | <u>\$ 0</u> | <u>\$ (179,786)</u> | <u>\$ (173,237)</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 | \$ 4,450,120 | \$ 0 | \$ 4,633,332 | \$ 4,450,120 |
| 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>\$ 4,450,120</u> | <u>\$ 0</u> | <u>\$ 4,633,332</u> | <u>\$ 4,450,120</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

April 25, 2024

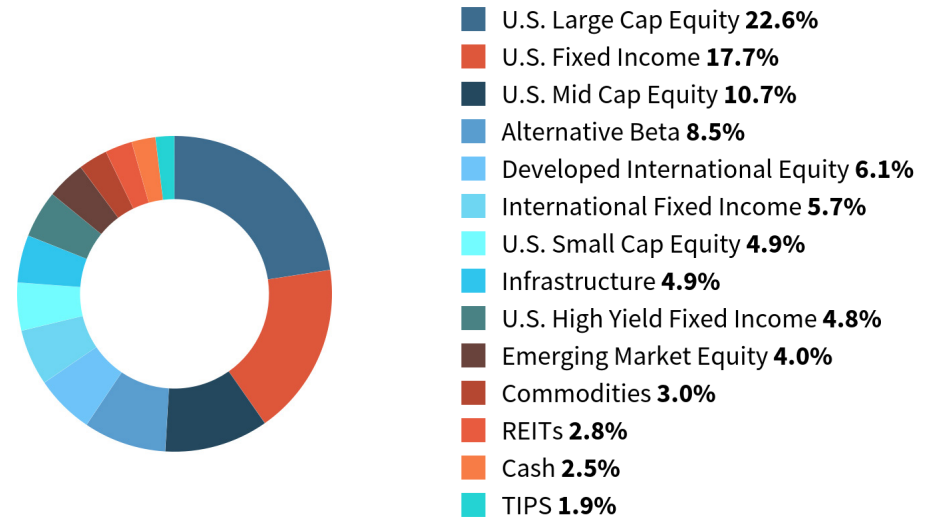
| | <u>Y-T-D Actual</u> | <u>Y-T-D Encumbrance</u> | <u>Y-T-D Budget</u> | <u>Total</u> |
|--------------------------------|-------------------------|------------------------------|-------------------------|--------------|
| Excess Revenue Over (Under) | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Expenditures | | | | |
| Other Fund Sources | 546 | 0 | 0 | 546 |
| Other Funding Sources/Outflows | 546 | 0 | 0 | 546 |



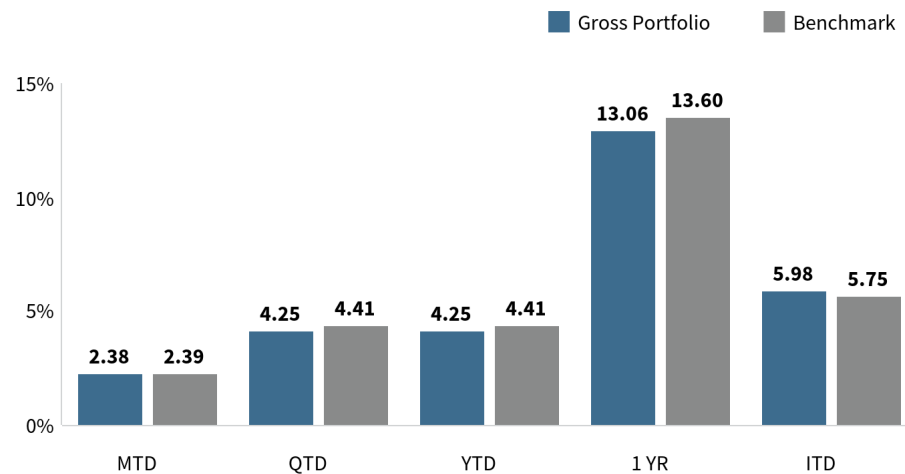
Portfolio Overview

| | |
|---------------------------|---------------------|
| BEGINNING VALUE + ACCRUED | \$16,543,654 |
| TRANSFERS IN/OUT | -\$3,803 |
| REALIZED GAINS/LOSSES | \$1,962 |
| CHANGE IN MARKET VALUE | \$353,403 |
| INTEREST INCOME | \$12,021 |
| DIVIDEND INCOME | \$26,552 |
| ENDING VALUE + ACCRUED | \$16,933,788 |

Portfolio Composition



Investment Performance



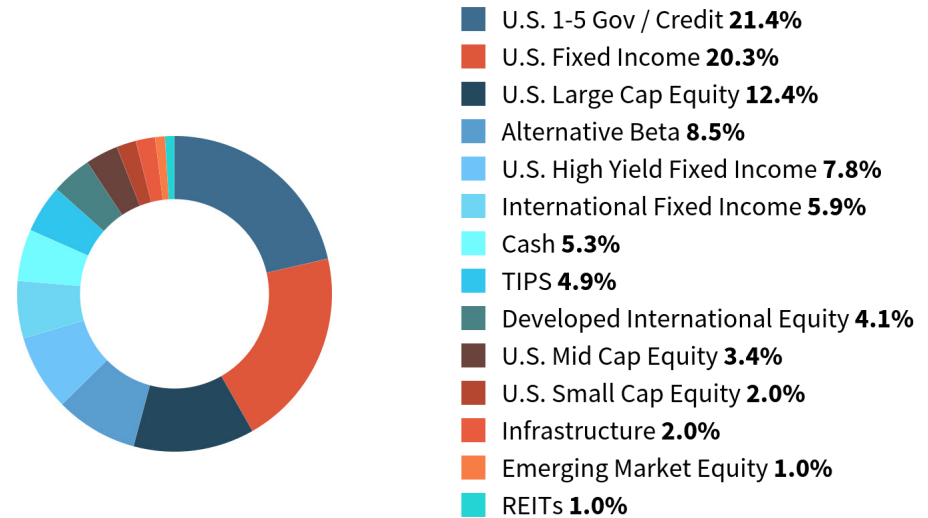
Performance is annualized for periods greater than one year. Inception to date performance begins September 01, 2001. Past performance is not indicative of future results.

Portfolio Overview

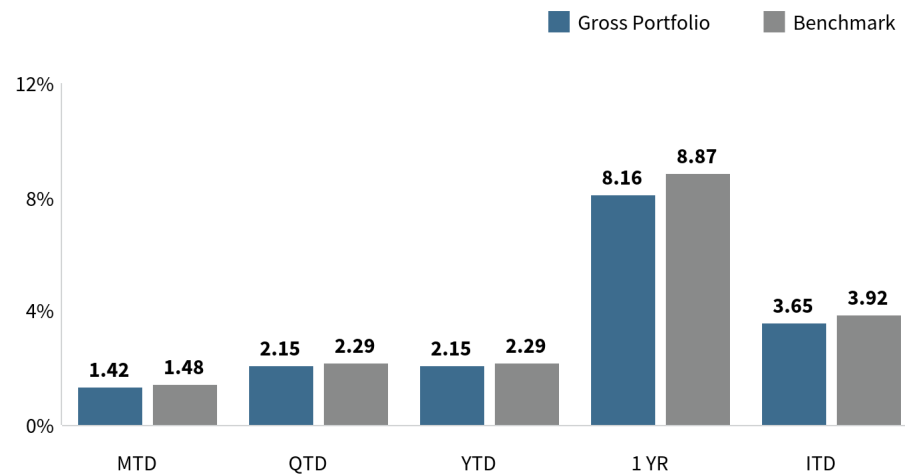
| | |
|------------------------------|--------------------|
| BEGINNING VALUE + ACCRUED | \$2,795,249 |
| TRANSFERS IN/ OUT | -\$643 |
| REALIZED GAINS/ LOSSES | -\$3,170 |
| CHANGE IN MARKET VALUE | \$35,693 |
| INTEREST INCOME | \$1,849 |
| DIVIDEND INCOME | \$5,306 |
| ENDING VALUE + ACCRUED | \$2,834,284 |



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.

CITY OF CRAIG MEMORANDUM

To: Mayor Smith and the Craig City Council
From: Mary Salazar, City Clerk
Date: April 25, 2024
RE: May Staff Report

Delinquent Property Taxes:

There are 6 properties remaining on our delinquent property tax list and that have been sent to the attorney's office. After we receive back civil court case numbers, the property owners will be notified, and we will start publication.

Updated Records:

I have uploaded the approved ordinances to Code Publishing and will have the city's code books updated. I have also updated the city's website to reflect the current ordinances, resolutions, and meeting minutes.

2024 Spring Clean Up:

There have been 71 submissions for our spring clean up. The deadline to sign up is May 6, 2024, at noon.

Sales Tax Survey:

There have been 82 participants for the sales tax survey. The survey will close on May 31, 2024.

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 meeting is scheduled for May 16, 2024, at 6:30 pm.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: RJ Ely
Date: April 19, 2024
RE: May 2024 Staff Report – Police Chief

ACTIVITY

Activity from March 26, 2024, through April 18, 2024, Dispatch Center took the following amount of calls for service:

| | |
|---------|-----|
| Craig | 588 |
| Klawock | 191 |
| AST | 4 |

DEPARTMENT OF MOTOR VEHICLES

McKenna Holloway has completed training and is now certified to preform Class D Road Examinations. Within a short time, we will once again begin offering this service, twice a day.

DISPATCHER(S)

Abby Foster has given her resignation. She leaves on excellent terms, is going to pursue her master's degree and upon completion, plans on returning to POW. She is optimistic that one day she will again work for CPD.

Part time Dispatcher Mackenzie Denham has resigned and is no longer with the department. She was with department for over 2.5 years.

OFFICER(S)

I had to travel to Juneau and during my absence, Sgt. Page was in charge of the PD. We had coverage during my absence by keeping Ofc. Richter on staff.

Sgt. Page has to travel in May and will be off island for almost 10 days. Ofc. Richter is going to stay on as an officer, to assist with coverage, until Sgt. Page returns.

Ofc. Andrew "Drew" Richter will move to a Dispatcher Position, in May.

Ofc. Dylan Vanstralen will be on POW, Monday April 29, 2024, and will be sworn in Tuesday, April 30th, 2024. He will then start his 16 week FTO Training.

CEO Knowles has started Dispatcher Training for Officers. This is a cut down, minimum training for Officers to be able to fill in as a Dispatcher when needed.

The Dispatch Center was disassembled, temporary set up in Patrol Office, so old carpet could be ripped out and new carpet installed. Dispatch Center reassembled after two days. Was a fun filled two days, being criminals elected to not take time off.

New Police Vehicles will be arriving, first week of May. Public works is currently fixing older expeditions and once stripped of police equipment, one will go to City Hall, other to Recreation Department.

We have once again started up our Bike Helmet Safety Program. If a person is riding a bike, without a helmet, we contact them, offer a new, free helmet fitted to them. If a person is riding a bike with a helmet, we issue them a CPD Safety Program Coin, good for one free ice cream cone from Papa's Pizza. No age limit required. Adults wearing a helmet can get a coin. I use forfeited drug funds to cover this expense and expense of new helmets.

CITY OF CRAIG MEMORANDUM

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

Streets & Drainage:

- a. Sent out public notice for past years PSN annual maintenance report. Received 3 written comments from the public. All 3 were in protest of the PSN Slide mitigation being added to the fee. See Memo.

Sewer:

- a. Monthly Sludge processing.
- b. Monthly sampling.
- c. Awarded Contract to Building Specialties Inc for WWTP roof replacement. Conducted pre-construction meeting with contractor and architect. Contractor flew to island for material measurements.

Water:

- a. Continuing to perform monthly and quarterly sampling as scheduled.
- b. Monthly Data reported to DEC.
- c. SCADA upgrades in process.
- 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. Sam McCarty has successfully obtained his class B CDL and is training on all of the garbage routes.

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. Will receive safety gear for all public works and facilities employees by 5-8-24
- e. Equipment regular maintenance getting performed.
- f. All CDL drivers have current FMCSA drug screening.

Administrative:

- a. 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. Travis successfully completed Level one testing. Will have operator's license by August 15th!

Port St. Nick:

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

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. New lights and cameras 50% installed waiting on small parts.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Stephanie Merritt
Date: April 25th, 2024
RE: May Staff Report – Library

Summer Events:

The Craig Library is hosting a series of engaging events throughout the summer, aimed at promoting literacy, community engagement, and ecological awareness.

1. **Bookmark Art with Samantha Wilson (June 7th):** Samantha Wilson will guide participants in creating artistic bookmarks.
2. **Book Talk and Signing with Yolanda Kelly (June 12th):** Yolanda Kelly will share her insights and sign copies of her works, fostering literary appreciation within the community.
3. **Invasive Plants Talk and Walk with Marla Dilman (June 19th):** Marla Dilman will lead an informative session on invasive plants combined with a walk where we will identify invasive plants.
4. **Alaska Primitive School Activity with Cedar Houser (July 20th):** Cedar Houser will conduct an activity highlighting Alaska's primitive school survival and outdoor skills.
5. **Book Talk and Signing with Local Author Jeff Lund (July 13th):** Jeff Lund, a local author, will engage with the community through a book talk and signing event. He has written two books on life in Southeast Alaska and hosts a podcast about Alaskan life.
6. **Language Revitalization and Storytelling with Rob Yates (July 27th):** Rob Yates will lead a session on language revitalization and storytelling, focusing on Haida language revitalization and stories for all ages.
7. **Teen Literary Art with Marsha Browder (August 10th):** Marsha Kim's Cousin will lead a session on literary art, exploring the intersection of literature and visual expression with teens.
8. **Ecology and Conservation Activity with Forest Service (TBD):** The Forest Service will conduct an activity focusing on ecology and conservation, furthering our community's understanding of environmental stewardship.
9. **Skype with a Scientist Video Chat with an Ecologist (TBD):** A Skype session with an ecologist will offer participants the opportunity to engage with experts in the field of ecology.
10. **Craig Library Association Scholastics Bookfair (August 24th-30th):** The Scholastics Bookfair, organized by the Craig Library Association, will provide access to a diverse range of books for children of all ages.

Summer Reading Program:

The summer reading program, themed "Ecology and Conservation," will run from June 24th to August 24th. Events and take-home kits will loosely focus on the theme, culminating in the Scholastics Bookfair organized by the Craig Library Association.

Summer Fun Kits and Library Passport:

Take-home kits will be available weekly to summer reading program participants, enhancing their reading experience.

Additionally, participants will receive a library passport to explore and visit as many libraries as possible during the summer months.

Library Updates:

Michelle, our library assistant, recently visited several libraries, bringing back valuable insights to improve our library's organization and services.

Other Updates:

- I attended the Prince of Wales Health Network Meeting, Rasmuson Listening Session, and Forest Management Meeting.
- The City Sales Tax Survey is now available online at the library.
- The Spruce Root Financial Wellness Course will run October 8th-28th.
- Michelle will attend the Library Conference in August, contributing to her professional development virtually.
- The library building was pressure washed.
- A newsletter was sent out to keep the community informed about library events and updates.

HEAL
PO Box 205
Craig, AK. 99921
(541-606-2324)
chinaarob@hotmail.com

March 30, 2024

Kasey Smith
City of Craig
PO Box 725
Craig, AK. 99921

Dear Mayor Smith,

HEAL is a newly formed grassroots non-profit organization.
HEAL board of directors are President - Robert Yates, Secretary -
Bonnie Morris and Treasurer - Ralph Mackie.

HEAL is determined to bring about X̱aad Kíl revitalization
here in K'áaws Tláay. We will have community oriented Haida language
workshops with word games, Haida calendars, language pamphlets,
food, and prizes. The preschool students are already learning Haida.
We want K-12 to learn Haida language, songs and stories
as well.

It's been proven that if you learn a language from preschool onwards
that it will stay with you.

The goal is to raise up more speakers and in turn, more Haida language
teachers.

Haida language revitalization is now or never.

HEAL is seeking monetary donations to help us with start up costs and for upcoming Haida language workshops and classes.

Our children who grow up learning and speaking the Haida language will use more of their brain. Because they will be using an English brain and a Haida brain. This also makes them more creative thinkers.

Our language also helps heal from transgenerational trauma.

They will be more grounded. They will know who they are and where they come from.

Please help us in our endeavors to save the Haida language.

Help invest in our children's future.

We kindly thank you for your time.

Háw'aa,



Rob Yates

HEAL President

City Clerk

Subject: FW: Inquiry Re: 2024 Aquatic Lease Application for Kelp Blue within Gulf of Esquibel
Attachments: Gulf of Esquibel Maurelle Islands Application 4.1.24.pdf

From: Maranda Hamme <maranda.hamme@kelp.blue>
Sent: Monday, April 1, 2024 5:20 PM
To: Brian Templin <administrator@craigak.com>
Cc: City Clerk <CityClerk@craigak.com>
Subject: Inquiry Re: 2024 Aquatic Lease Application for Kelp Blue within Gulf of Esquibel

Good afternoon, Brian,

I hope this email finds you well. I am reaching out to share with you and the City of Craig Council of Kelp Blue's interest in applying for approximately 400 acres within the Gulf of Esquibel at two parcel locations as part of the 2024 Aquatic Lease Application. (Detailed maps attached)

The application deadline for the 2024 aquatic leases is April 30, 2024. We are reaching out now to initiate discussion with the City of Craig to address any questions or concerns regarding these two locations.

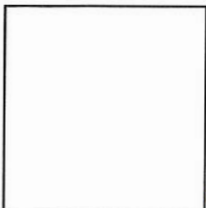
Furthermore, I'm really happy to inform you that we have been in extensive engagement and environmental/cultural assessment with the Craig Tribal Association. Which led us to pinpoint these two locations as optimal areas for sustainable mariculture that will also not cause harm to our already established industries and resources (cultural, sport/commercial fisheries).

As we begin this process, establishing positive relationships with all stakeholders and community residents is our first priority that I take very seriously. Please let me know if you or the City Council would like to discuss these locations further.

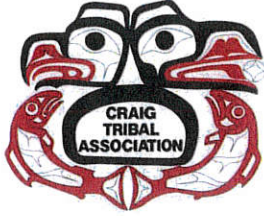
In addition, we would greatly appreciate it if the City of Craig would consider providing any additional letters of support for our project. Your support has been and continues to be greatly appreciated. We are looking forward to working more closely with the City and community as we begin to grow.

Lastly, if you could please forward this email to Mayor Kacey, I do not have his email address. If possible, could you provide me with his contact info as well? Thank you!

Take care,
Maranda



[Gulf of Esquibel Maurelle Islands Application 4.1.24.docx](#)



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

CTA Resolution 2024-25 Amended

TITLE: A RESOLUTION OF THE CRAIG TRIBAL ASSOCIATION (CTA) TRIBAL COUNCIL SUPPORTING THE KELP BLUE LEASE LOCATIONS WITHIN THE GULF OF ESQUIBEL.

WHEREAS, The Craig Tribal Association-CTA, (IRA) is a duly constituted Indian Tribe, organized pursuant to the authority of Section 16 of the Act of Congress of June 18, 1934, (48 Stat. 984), as amended by the acts of Congress, June 15, 1935, (49 Stat. 378) and May 1, 1936, (49 Stat. 1250); and

WHEREAS, the Craig Tribal Association Tribal Council is the governing body of the Craig Tribe in accordance with its Constitution and By-Laws, representing the Association in all its undertakings for the well-being of the Tribe, exercising their powers and authority to make policies and regulations; and

WHEREAS, the Craig Tribal Association recognizes the urgent need to address the challenges posed by the depletion of natural resources, aligning with our mission to responsibly steward our environment for the benefit of present and future generations; and

WHEREAS, the identified lease locations, with coordinates detailed below, demonstrate suitable opportunities for sustainable kelp farming, which not only bolster the health of our oceans and mitigate climate change by sequestering carbon dioxide but also align with our dedication to promoting environmentally responsible practices and fostering economic prosperity within our community; and

WHEREAS, the pinpointed coordinates were meticulously assessed, considering the diverse array of fisheries—commercial, sport, and cultural—present within the Gulf of Esquibel, thereby identifying these sites as optimal locations for mariculture; and

WHEREAS, the Craig Tribal Association supports that Kelp Blue intends to apply for a 150-acre lease near Anguilla and a 250-acre lease between Sonora, Lorenzo, and Esquibel Islands during the Statewide Aquatic Farming Application period for 2024. 1. Finalized Site Coordinates
2. Original Mapping of Ideal Locations with Craig Tribal Association; and

NOW THEREFORE, BE IT RESOLVED that the Craig Tribal Association fully supports the application for leases at the following coordinates within the Gulf of Esquibel:

PARCEL 1: Maurelle Island South

| | | |
|----|----------|------------|
| NW | 55.62609 | -133.63295 |
| NE | 55.62609 | -133.61609 |
| SW | 55.61752 | -133.63295 |
| SE | 55.61752 | -133.61609 |

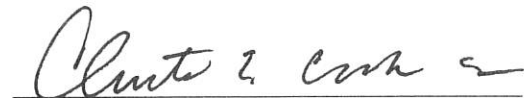
PARCEL 2: Maurelle Island North

| | | |
|----|----------|------------|
| NW | 55.66805 | -133.63270 |
| NE | 55.66805 | -133.62110 |
| SW | 55.66055 | -133.63270 |
| SE | 55.66055 | -133.62110 |

CERTIFICATION

The undersigned hereby certifies that the Craig Tribal Association adopted the foregoing document at its regularly scheduled special meeting on this 2 day of April, 2024, with a vote of:

Yes, No, Abstained, Excused, Absent



Clinton E. Cook Sr., President

ATTEST:



June Durgan, Tribal Secretary

Attachment 1

Project Description

The proposed aquatic farm site consists of two parcels situated on state-owned tidal submerged lands, spanning approximately 20.64-22.36 nautical miles from Craig, AK within the gulf of Esquibel Maurelle Islands, totaling nearly 400 acres. See attachments 2-5 for details.

PARCEL 1: Maurelle Island South

This parcel, spanning 249.83 acres, is located 20.64 nautical miles from Craig, AK within the Gulf of Esquibel Maurelle Islands.

| | | |
|----|----------|------------|
| NW | 55.62609 | -133.63295 |
| NE | 55.62609 | -133.61609 |
| SW | 55.61752 | -133.63295 |
| SE | 55.61752 | -133.61609 |

PARCEL 2: Maurelle Island North

Spanning 150.26 acres, this parcel is situated 22.36 nautical miles from Craig, AK within the Gulf of Esquibel Maurelle Islands.

| | | |
|----|----------|------------|
| NW | 55.66805 | -133.63270 |
| NE | 55.66805 | -133.62110 |
| SW | 55.66055 | -133.63270 |
| SE | 55.66055 | -133.62110 |

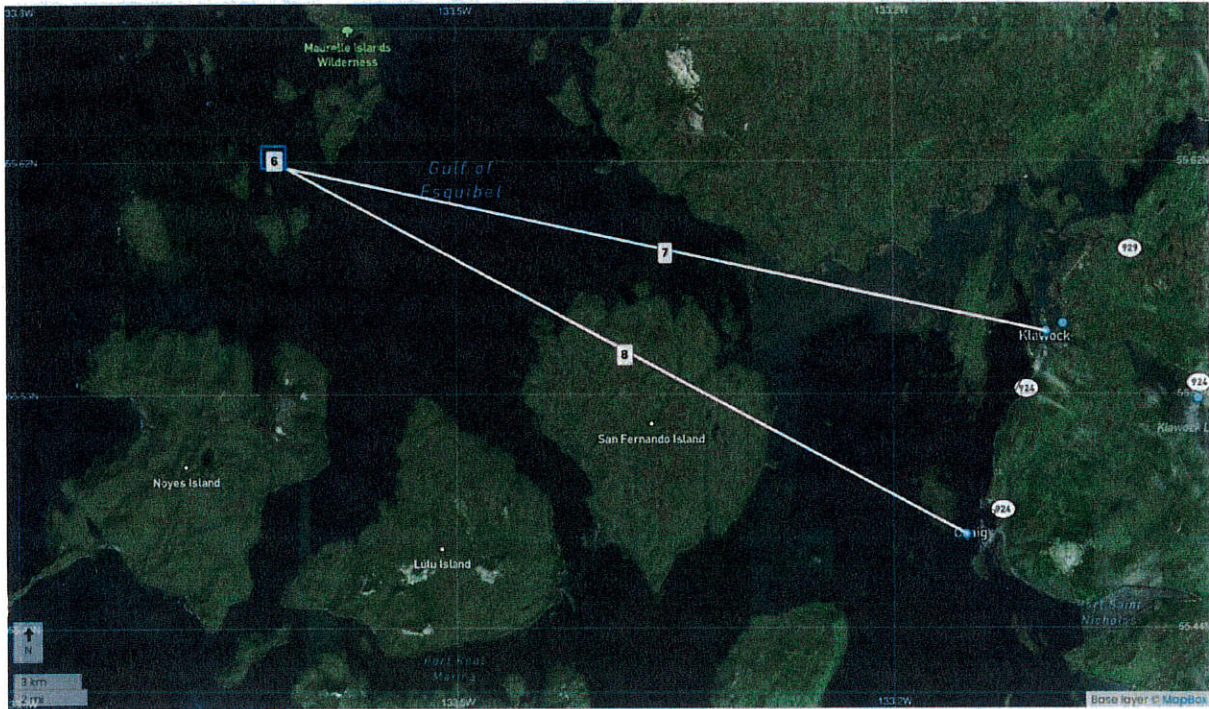
No upland facilities or support structures will be necessary as our facilities will be based in the near(est) community, Craig, AK.

Attachment 2

PARCEL 1: Maurelle Island South

Figure 1: General Location Map
 USGS Map Name: Craig C5

Mariculture Map



General Location Map

Annotations

6 : Maurelle Island South

| | |
|----------------|---|
| Area (acre) | 249.83 |
| Perimeter (mi) | 2.50 |
| Side 1 | 55° 17' 56.54" N 133° 37' 9.770" W 55° 37' 56.54" N 133° 36' 9.854" W Length (mi) 0.88 |
| Side 2 | 55° 37' 56.54" N 133° 36' 9.854" W 55° 17' 05.12" N 133° 36' 9.854" W Length (mi) 0.59 |
| Side 3 | 55° 17' 05.12" N 133° 36' 9.854" W 55° 37' 05.12" N 133° 37' 9.770" W Length (mi) 0.66 |
| Side 4 | 55° 37' 05.12" N 133° 37' 9.770" W 55° 17' 56.54" N 133° 37' 9.770" W Length (mi) 0.59 |

7 : Distance to Klawock

| | |
|---------------|---|
| Length (mi) | 20.78 |
| Side 1 | 55° 37' 05.12" N 133° 36' 9.854" W 55° 33' 25.63" N 133° 5' 7.515" W Length (mi) 20.78 |

8 : Distance to Craig

| | |
|---------------|---|
| Length (mi) | 20.64 |
| Side 1 | 55° 37' 05.12" N 133° 36' 9.854" W 55° 32' 0.76" N 133° 23' 0.025" W Length (mi) 10.31 |
| Side 2 | 55° 32' 0.76" N 133° 23' 0.025" W 55° 28' 55.62" N 133° 0' 0.000" W Length (mi) 10.33 |

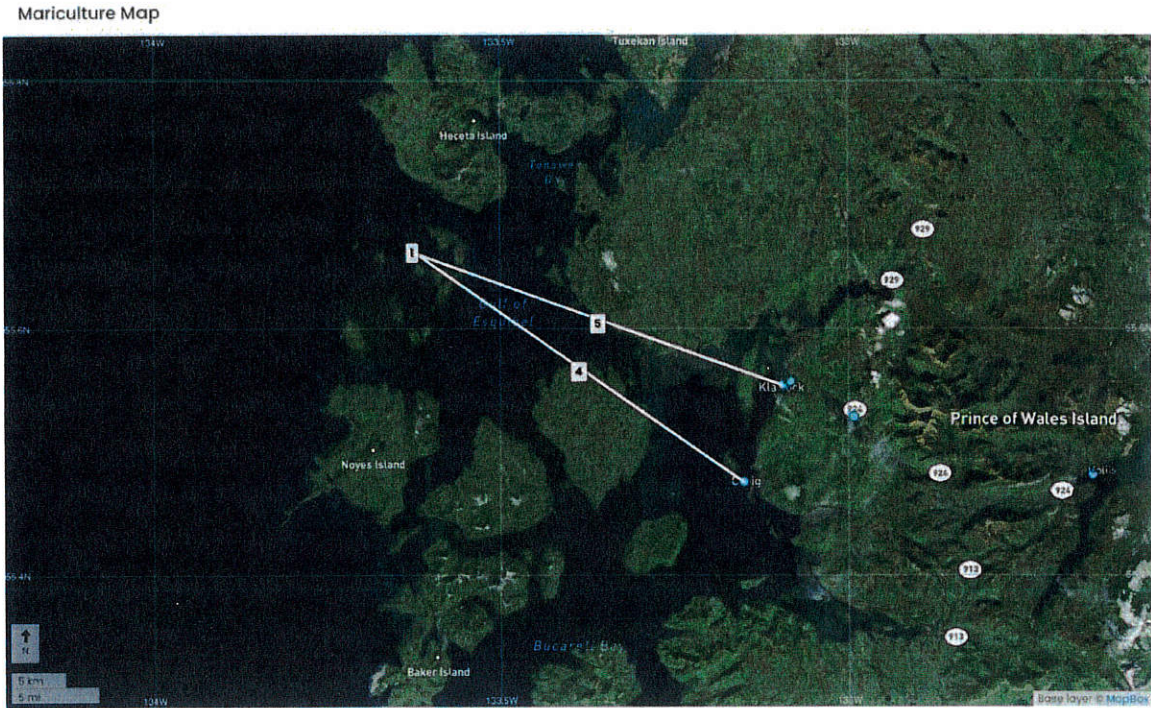
Alaska Community Database

Alaska Communities

PARCEL 2: Maurelle Island North

Figure 1: General Location Map

USGS Map Name: Craig C5



General Location Map
 Applicant: Kelp Blue
 General Location Map

Annotations

1: Maurelle Island North

| | |
|----------------|--|
| Area (acres) | 150.26 |
| Perimeter (mi) | 1.94 |
| Side 1 | 55° 40' 08.33" N 133° 37' 96.20" W 55° 40' 08.33" N 133° 37' 26.60" W Length (mi) 0.45 |
| Side 2 | 55° 40' 08.33" N 133° 37' 26.60" W 55° 39' 03.33" N 133° 37' 26.60" W Length (mi) 0.52 |
| Side 3 | 55° 39' 03.33" N 133° 37' 26.60" W 55° 39' 03.33" N 133° 37' 96.20" W Length (mi) 0.45 |
| Side 4 | 55° 39' 03.33" N 133° 37' 96.20" W 55° 40' 08.33" N 133° 37' 96.20" W Length (mi) 0.52 |

4: Distance to Craig

| | |
|-------------|---|
| Length (mi) | 22.36 |
| Side 1 | 55° 39' 03.33" N 133° 37' 26.60" W 55° 28' 55.90" N 133° 39' 08.49" W Length (mi) 22.36 |

5: Distance to Klawock

| | |
|-------------|--|
| Length (mi) | 21.75 |
| Side 1 | 55° 39' 03.33" N 133° 37' 26.60" W 55° 31' 12.795" N 133° 5' 7.79" W Length (mi) 21.75 |

Alaska Community Database

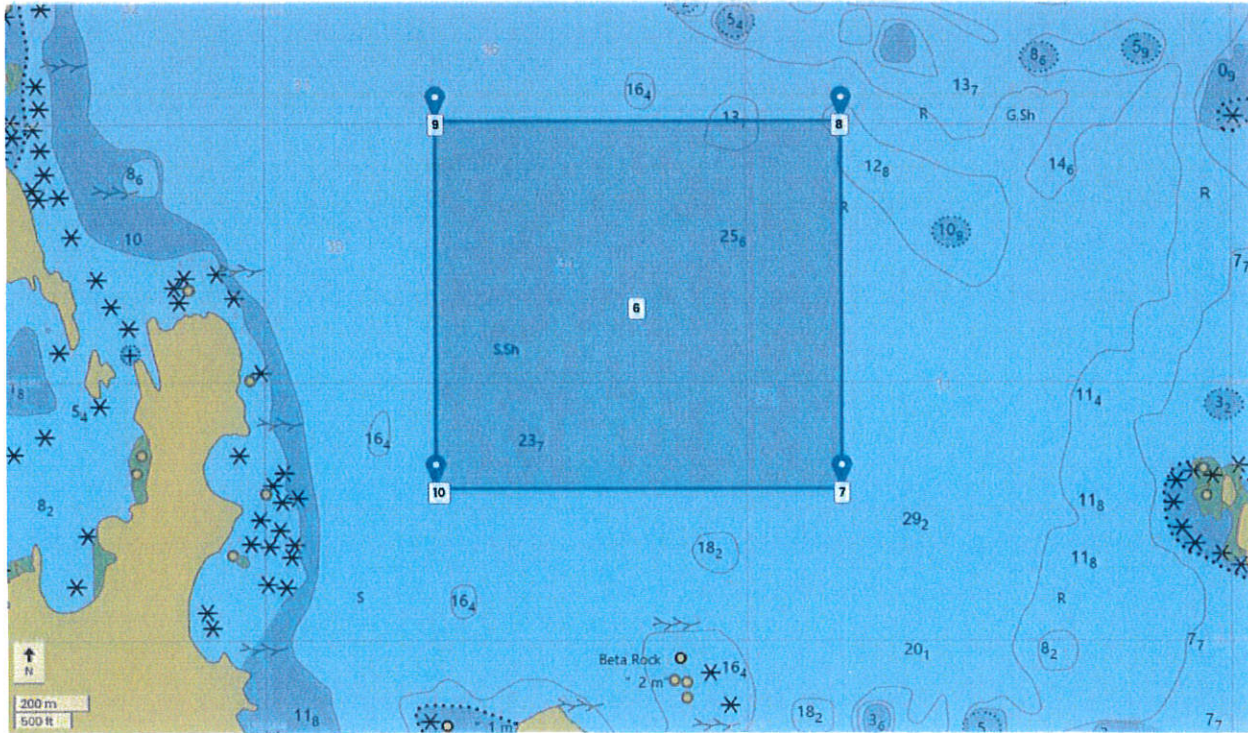
Alaska Communities

PARCEL 1: Maurelle Island South

Figure 2: NOAA Chart No. 17400 (ENC - US5AK4AM)

Main soil type: SANDY & ROCKY

Mariculture Map



General Location Map

Annotations

6 : Maurelle Island South

| | |
|----------------|---|
| Area (acre) | 249.83 |
| Perimeter (mi) | 7.59 |
| Side 1 | 55° 37' 56.54" N 133° 37' 9.770" W 55° 37' 56.54" N 133° 36' 9.654" W Length (mi) 0.66 |
| Side 2 | 55° 37' 56.54" N 133° 36' 9.654" W 55° 37' 05.17" N 133° 36' 9.654" W Length (mi) 0.59 |
| Side 3 | 55° 37' 05.17" N 133° 36' 9.654" W 55° 37' 05.17" N 133° 37' 9.770" W Length (mi) 0.66 |
| Side 4 | 55° 37' 05.17" N 133° 37' 9.770" W 55° 37' 56.54" N 133° 37' 9.770" W Length (mi) 0.59 |

7 : SE
Coordinates 55° 37' 05.17" N 133° 36' 9.654" W

8 : NE
Coordinates 55° 37' 56.54" N 133° 36' 9.654" W

9 : NW
Coordinates 55° 37' 56.54" N 133° 37' 9.772" W

10 : SW
Coordinates 55° 37' 05.13" N 133° 37' 9.772" W

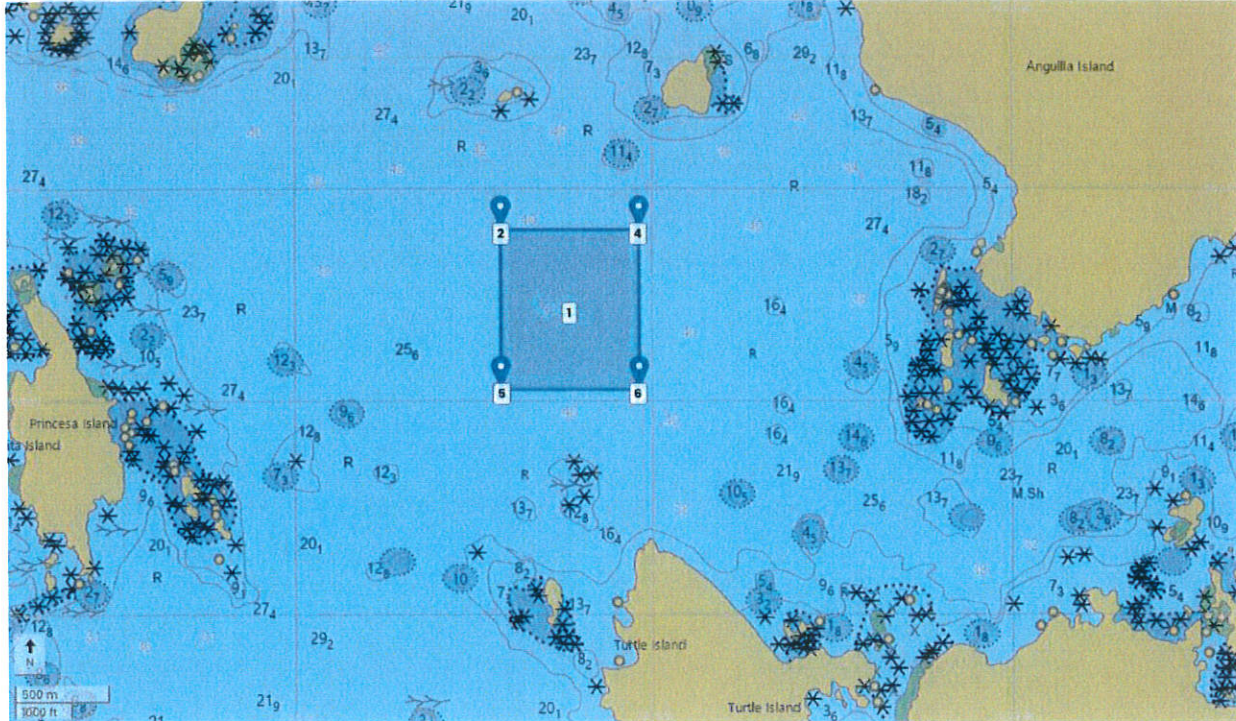
PARCEL 2: Maurelle Island North

Figure 2:

NOAA Chart No. 17400 (ENC - US5AK4AM)

Main soil type: ROCKY

Mariculture Map



General Location Map
Applicant: Kelp Blue

Annotations

1: Maurelle Island North

| | |
|----------------|---|
| Area (acre) | 150.26 |
| Perimeter (mi) | 1.94 |
| Side 1 | 55° 40' 08.30" N 133° 37' 9.620" W 55° 40' 08.30" N 133° 37' 26.60" W Length (mi) 0.45 |
| Side 2 | 55° 40' 08.30" N 133° 37' 26.60" W 55° 39' 53.30" N 133° 37' 26.60" W Length (mi) 0.52 |
| Side 3 | 55° 39' 53.30" N 133° 37' 26.60" W 55° 39' 53.30" N 133° 37' 9.620" W Length (mi) 0.45 |
| Side 4 | 55° 39' 53.30" N 133° 37' 9.620" W 55° 40' 08.30" N 133° 37' 9.620" W Length (mi) 0.52 |

2: NW

Coordinates 55° 40' 08.30" N 133° 37' 9.620" W

4: NE

Coordinates 55° 40' 08.30" N 133° 37' 26.60" W

5: SW

Coordinates 55° 39' 53.30" N 133° 37' 9.620" W

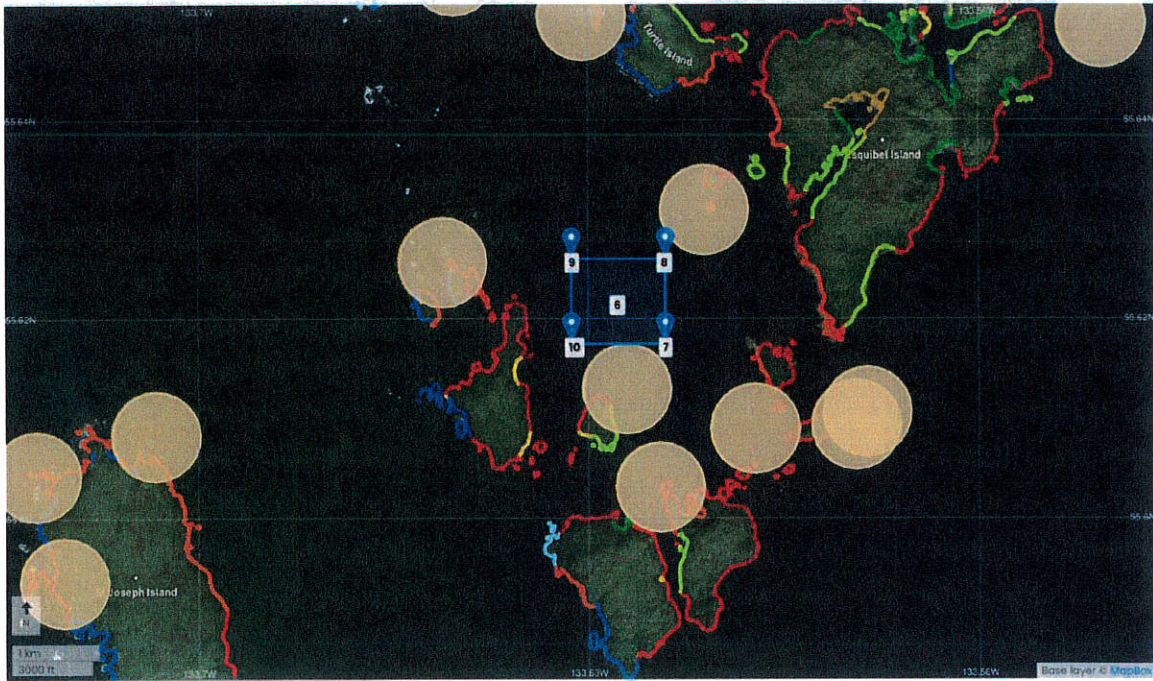
6: SE

Coordinates 55° 39' 53.30" N 133° 37' 26.60" W

PARCEL 1: Maurelle Island South

Figure 3: Site Plan Map

Mariculture Map



General Location Map

Annotations

| | |
|----------------------------------|--|
| 6 : Maurelle Island South | |
| Area (acre) | 249.83 |
| Perimeter (mi) | 2.50 |
| Side 1 | 55° 37' 56.54" N 133° 37' 97.70" W 55° 37' 56.54" N 133° 36' 96.54" W Length (mi) 0.66 |
| Side 2 | 55° 37' 56.54" N 133° 36' 96.54" W 55° 37' 09.12" N 133° 36' 96.54" W Length (mi) 0.59 |
| Side 3 | 55° 37' 09.12" N 133° 36' 96.54" W 55° 37' 09.12" N 133° 37' 97.70" W Length (mi) 0.66 |
| Side 4 | 55° 37' 09.12" N 133° 37' 97.70" W 55° 37' 56.54" N 133° 37' 97.70" W Length (mi) 0.59 |
| 7 : SE | |
| Coordinates | 55° 37' 09.12" N 133° 36' 96.54" W |
| 8 : NE | |
| Coordinates | 55° 37' 56.54" N 133° 36' 96.54" W |
| 9 : NW | |
| Coordinates | 55° 37' 56.54" N 133° 37' 97.72" W |
| 10 : SW | |
| Coordinates | 55° 37' 09.12" N 133° 37' 97.72" W |

ADF&G Anadromous Waters Catalog (2020)

ADF&G Anadromous Waters Catalog (2020)

Alaska ShoreZone

Sea Grass Biobands

- Surfgrass
 - Patchy
 - Continuous
- Eelgrass
 - Patchy
 - Continuous

Alaska ShoreZone

Kelp Biobands

- Alaria
 - Patchy
 - Continuous
- Soft Brown Kelp
 - Patchy
 - Continuous
- Dark Brown Kelp
 - Patchy
 - Continuous
- Dragon Kelp
 - Patchy
 - Continuous
- Giant Kelp
 - Patchy
 - Continuous
- Bull Kelp
 - Patchy
 - Continuous

Harbor Seals

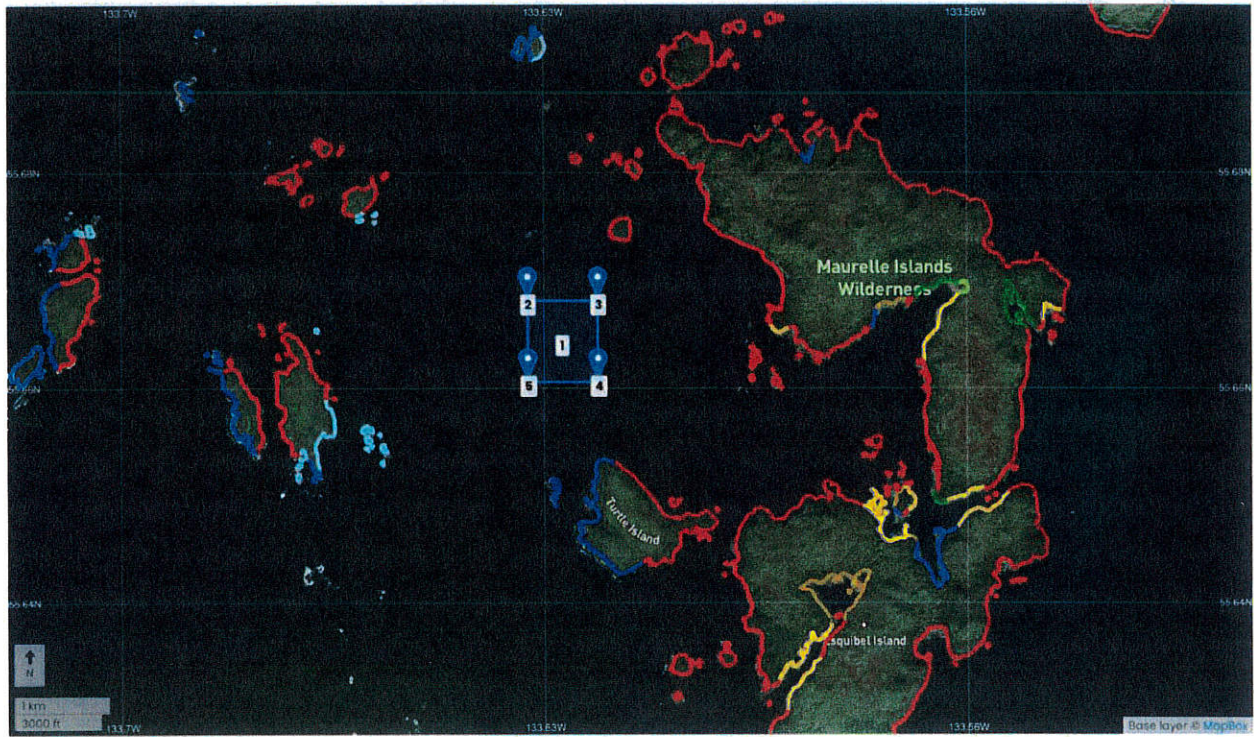
Alaska Harbor Seal Haul-out 500m Buffers

- Key Haulout
- Not Key Haulout

PARCEL 2: Maurelle Island North

Figure 3: Site Plan Map

Mariculture Map



General Location Map

Annotations

| | |
|---------------------------------|---|
| 1: Maurelle Island North | |
| Area (acre) | 150.26 |
| Perimeter (mi) | 1.94 |
| Side 1 | 55° 40' 08.30" N 133° 37' 96.20" W 55° 40' 08.30" N 133° 37' 26.60" W Length (mi) 0.45 |
| Side 2 | 55° 40' 08.30" N 133° 37' 26.60" W 55° 39' 53.30" N 133° 37' 26.60" W Length (mi) 0.52 |
| Side 3 | 55° 39' 53.30" N 133° 37' 26.60" W 55° 39' 53.30" N 133° 37' 96.20" W Length (mi) 0.45 |
| Side 4 | 55° 39' 53.30" N 133° 37' 96.20" W 55° 40' 08.30" N 133° 37' 96.20" W Length (mi) 0.52 |
| 2: NW | Coordinates 55° 40' 08.30" N 133° 37' 96.20" W |
| 3: NE | Coordinates 55° 40' 08.30" N 133° 37' 26.60" W |
| 4: SE | Coordinates 55° 39' 53.30" N 133° 37' 26.60" W |
| 5: SW | Coordinates 55° 39' 53.30" N 133° 37' 96.20" W |

Alaska ShoreZone

Sea Grass Biobands

- Surfgrass
 - Patchy
 - Continuous
- Eelgrass
 - Patchy
 - Continuous

Alaska ShoreZone

Kelp Biobands

- Alaria
 - Patchy
 - Continuous
- Soft Brown Kelp
 - Patchy
 - Continuous
- Dark Brown Kelp
 - Patchy
 - Continuous
- Dragon Kelp
 - Patchy
 - Continuous
- Giant Kelp
 - Patchy
 - Continuous
- Bull Kelp
 - Patchy
 - Continuous

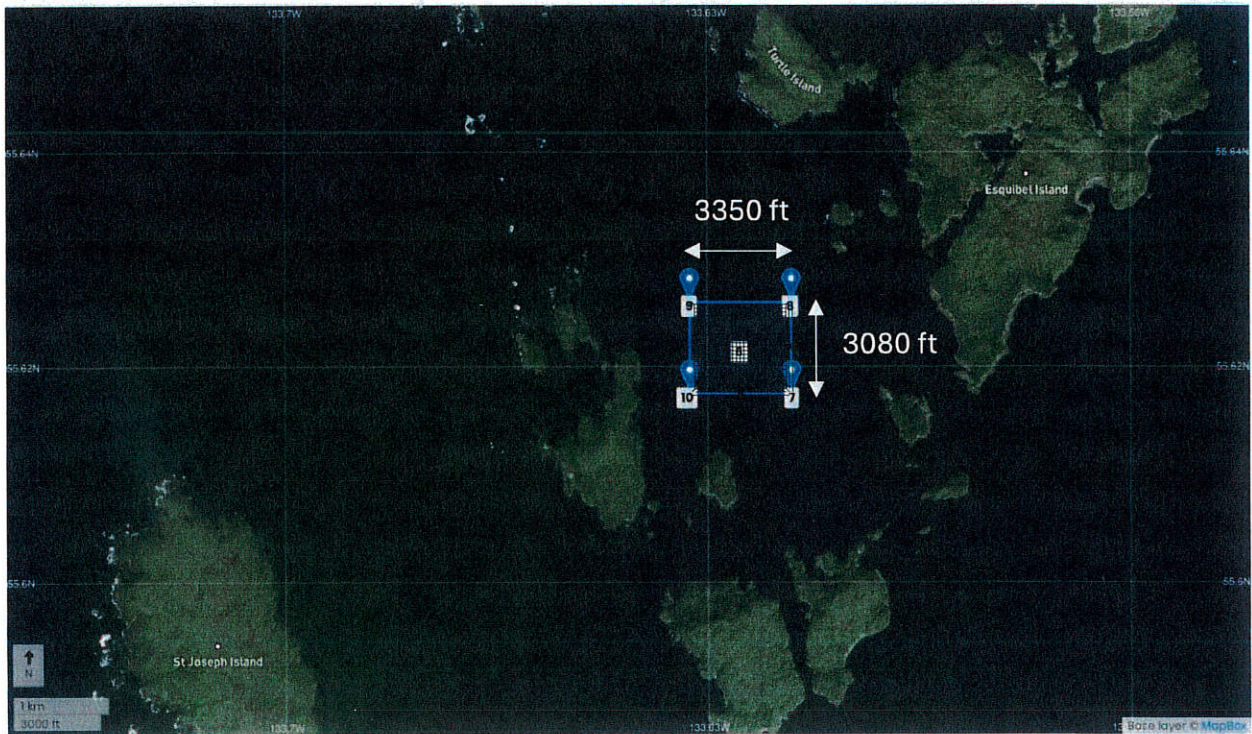
ADF&G Anadromous Waters Catalog (2020)

- ADF&G Anadromous Waters Catalog (2020)

PARCEL 1: Maurelle Island South

Figure 4a: Site plan map: top view

Mariculture Map



General Location Map

Annotations

8 : Maurelle Island South

Area (acre) 249.83

Perimeter (mi) 2.50

Side 1 55° 37'58.4" N 133° 37'9.70" W
55° 37'58.4" N 133° 36'9.654" W
Length (mi) 0.66

Side 2 55° 37'58.4" N 133° 36'9.654" W
55° 37'0.912" N 133° 36'9.654" W
Length (mi) 0.59

Side 3 55° 37'0.912" N 133° 36'9.654" W
55° 37'0.912" N 133° 37'9.710" W
Length (mi) 0.66

Side 4 55° 37'0.912" N 133° 37'9.710" W
55° 37'58.4" N 133° 37'9.710" W
Length (mi) 0.59

7 : SE
Coordinates 55° 37'0.912" N 133° 36'9.654" W

8 : NE
Coordinates 55° 37'58.4" N 133° 36'9.654" W

9 : NW
Coordinates 55° 37'58.4" N 133° 37'9.710" W

10 : SW
Coordinates 55° 37'0.912" N 133° 37'9.710" W

PARCEL 2: Maurelle Island North

Figure 4a: Site plan map: top view - total dimensions



Annotations

1: Maurelle Island North

| | |
|----------------|--|
| Area (acre) | 150.26 |
| Perimeter (mi) | 1.94 |
| Side 1 | 55° 40' 08.30" N 133° 37' 96.20" W 55° 40' 08.30" N 133° 37' 2680" W Length (mi) 0.45 |
| Side 2 | 55° 40' 08.30" N 133° 37' 2680" W 55° 39' 52.30" N 133° 37' 2680" W Length (mi) 0.52 |
| Side 3 | 55° 39' 52.30" N 133° 37' 2680" W 55° 39' 52.30" N 133° 37' 96.20" W Length (mi) 0.45 |
| Side 4 | 55° 39' 52.30" N 133° 37' 96.20" W 55° 40' 08.30" N 133° 37' 96.20" W Length (mi) 0.52 |

2: NW

Coordinates 55° 40' 08.30" N 133° 37' 96.20" W

3: NE

Coordinates 55° 40' 08.30" N 133° 37' 2680" W

4: SE

Coordinates 55° 39' 52.30" N 133° 37' 2680" W

5: SW

Coordinates 55° 39' 52.30" N 133° 37' 96.20" W

Alaska ShoreZone

Sea Grass Bloobands

- Surfgrass
 - Patchy
 - Continuous
- Eelgrass
 - Patchy
 - Continuous

Alaska ShoreZone

Kelp Bloobands

- Alaria
 - Patchy
 - Continuous
- Soft Brown Kelp
 - Patchy
 - Continuous
- Dark Brown Kelp
 - Patchy
 - Continuous
- Dragon Kelp
 - Patchy
 - Continuous
- Giant Kelp
 - Patchy
 - Continuous
- Bull Kelp
 - Patchy
 - Continuous

ADF&G Anadromous Waters Catalog (2020)

- ADF&G Anadromous Waters Catalog (2020)

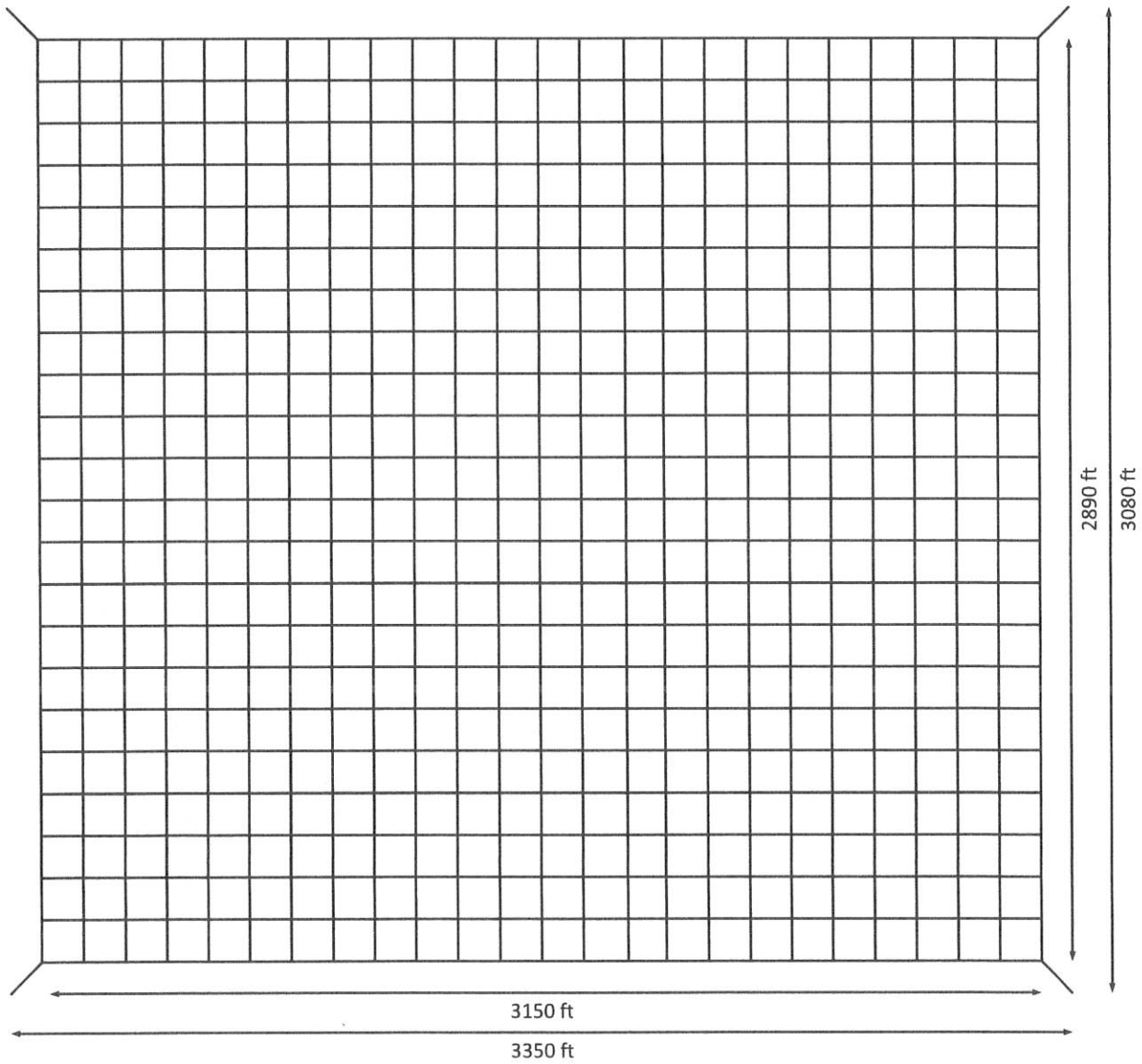
PARCEL 1: Maurelle Island South

Figure 4b : Top view - detailed dimensions

Farm area 237 acres (= 3080 ft x 3350 ft)

Total area incl. anchor footprint 209 acres (= 2890 ft x 3150 ft)

Module layout 22 x 24 modules of 0.4 acres (=17,220 ft²)



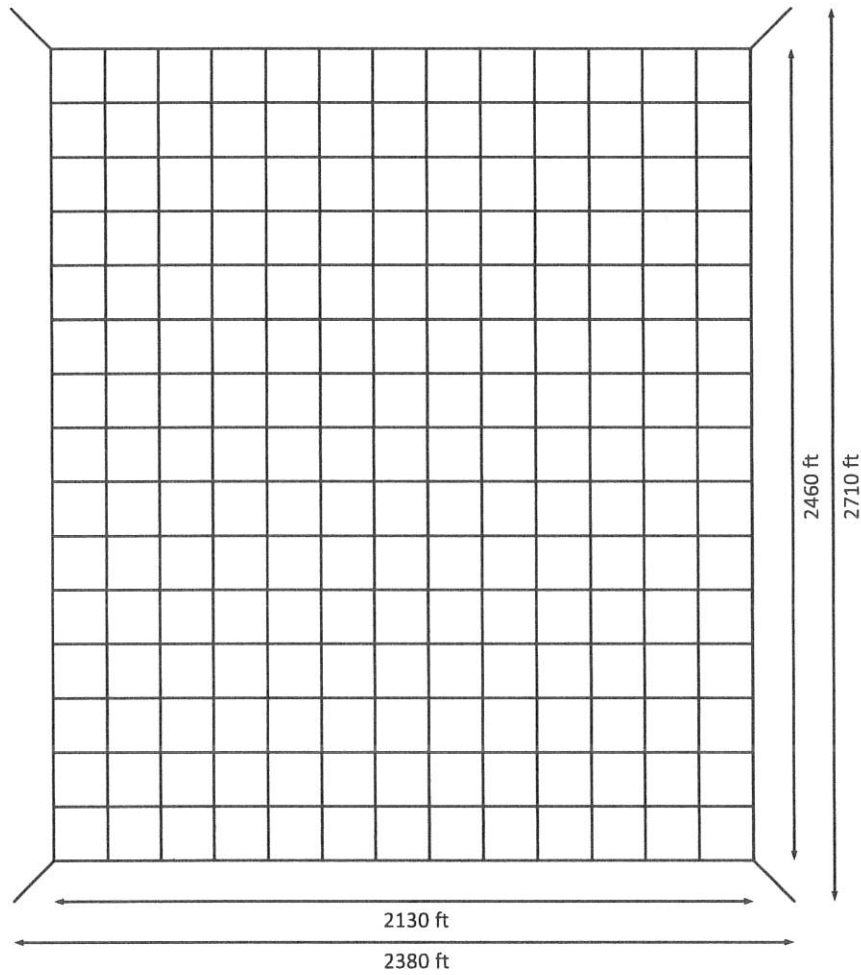
PARCEL 2: Maurelle Island North

Figure 4b : Top view - detailed dimensions

Farm area 120 acres (= 2460 ft x 2130 ft)

Total area incl. anchor footprint 148 acres (= 2710 ft x 2380 ft)

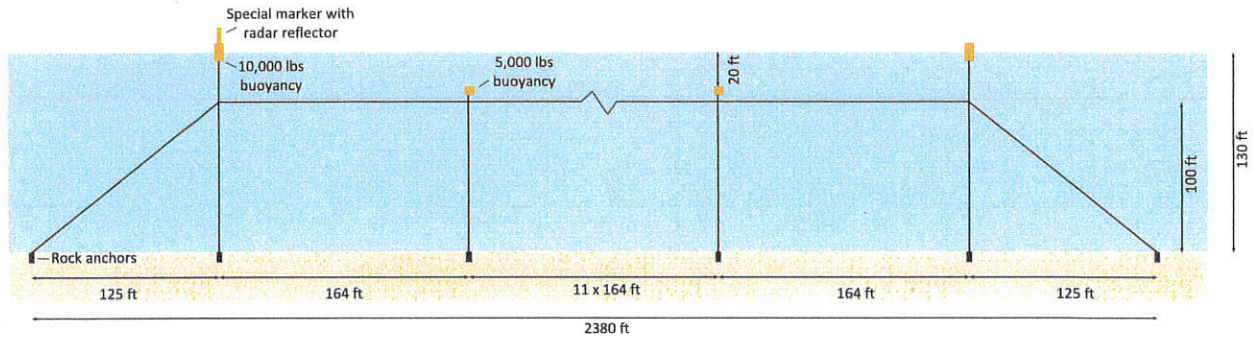
Module layout 15 x 13 modules of 0.6 acres (=26,900 ft²)



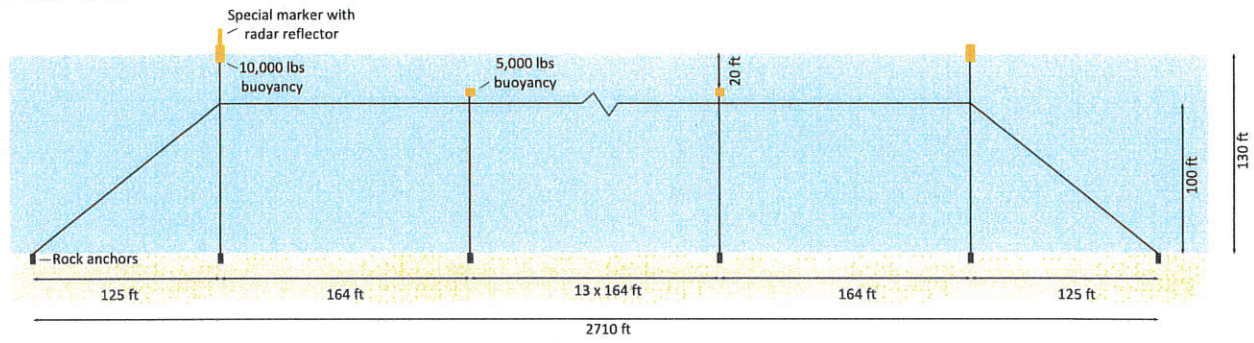
PARCEL 2: Maurelle Island North

Figure 5

Front view



Side view



Detailed components

Special marker buoys⁴
(10,000 lbs)



Subsurface buoys⁵
(5,000 lbs)



Rock anchors⁶



⁴ <https://norfloat.com/aids-to-navigation/navigation-buoys-intro/>

⁵ <https://ovun.com/industries/renewables/installation-mooring-buoyancy/>

⁶ <https://schottel-mt.com/products/groutless-rock-anchors/>

Attachment 3

**Craig Tribal Association Resolution of Support for Farm Location
(UPDATED COPY HERE)**



April 11, 2024

To: Senator Dan Sullivan , Senator Lisa Murkowski, and Representative Mary Sattler Peltola
From: The City of Craig
Re: Proposed FY25 termination of NOAA's National Tsunami Hazard Mitigation Program

The Honorable Senators Dan Sullivan, Lisa Murkowski, and the Honorable Congresswoman Mary Sattler Peltola,

The City of Craig would like to go on record opposing NOAA's FY25 Budget Justification (page 565, or NWS-45) proposal to terminate the National Tsunami Hazard Mitigation Program (NTHMP). The NTHMP grant is Alaska's only source of funding for tsunami mitigation efforts, including development of tsunami hazard and evacuation maps, community education and preparedness, and the *TsunamiReady* program.

The City of Craig has benefited greatly from education, Tsunami Inundation Mapping, Tsunami evacuation brochures, installation of community warning sirens, installation of evacuation route signs, participation in the Tsunami Ready program and other efforts directly related to this program. Tsunami awareness in Alaska and the western United States exists because of the consistent and deliberate work of scientists and emergency managers that have been funded by the NTHMP for the past 25 years. In addition to keeping our residents safe, we rely on these products to spread awareness to the visitors from inside and outside of Alaska who may not consider tsunami risk when they plan their visit.

By terminating the NTHMP, NOAA is removing tools to address life safety issues in coastal Alaska communities. The NTHMP is effective at informing and protecting the public, especially during local-source tsunami events where public education, preparedness, and response activities mean the difference between life and death. Tsunami awareness must be taught to each new generation for continuity of awareness. Terminating or reducing the scope of the NTHMP will put current and future Alaska residents and visitors at risk of preventable death.

Respectfully,

Kasey Smith
City of Craig Mayor

Brian Templin

From: Info AT POW Chamber <info@princeofwalescoc.org>
Sent: Wednesday, April 10, 2024 2:28 PM
Subject: Fwd: Prince of Wales Annual Workshop Scheduled for May 9th



Forest Service
U.S. DEPARTMENT OF AGRICULTURE

Dear Participant:

We are seeking public input through a workshop and public comment period on the Prince of Wales Landscape Level Analysis Project (POW LLA) 2024 draft Long-term Plan. The Long-term Plan is a living document that allows the public to track activities throughout the implementation process. The draft 2024 Invasive Plant Treatment Plan provides additional information about proposed treatments. The Tongass National Forest is asking for comments on activity design components, locations, methods, mitigation measures and integration opportunities.

- [Draft POW LLA 2024 Long-term Plan](#)
- [Draft POW LLA 2024 Invasive Plant Treatment Plan](#)

You may also view these (and past) project documents, on the [project webpage](#).

The first opportunity to provide comments will be during an online workshop held on May 9, 2024, 5:00-7:00 p.m., where project components will be presented and discussed. Click here to [Join the meeting now](#) (Meeting ID 291 205 884 267, Passcode JPEUfd). You can join the workshop without downloading any software by choosing 'Continue on Your Browser.' You may also phone into the workshop (sound only) by calling 1-202-650-0123 and enter phone conference ID 848 930 126#.

Comments from the workshop will be considered and incorporated as appropriate, then made available to the public during a 30-day public comment period scheduled to begin on May 10, 2024. Comments may be submitted during the comment period by clicking on the [Comment/Object on Project](#) link on the right side of this webpage. Note that you will not be able to submit comments this way until the public comment period opens. If anyone has trouble submitting comments electronically, they may mail or hand-deliver comments to Thorne Bay Ranger District, Attn: POW LLA Long-term Plan, P.O. Box 19001, Thorne Bay, AK, 99919-0001.

For more information, contact Ken Ostrom at kenneth.ostrom@usda.gov or 907-828-3210.

We look forward to your continued interest and input into the implementation of the POW LLA Project!

Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please contact subscriberhelp.govdelivery.com.

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Wendy Hamilton

POW Chamber manager

Phone 907-755-2626

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Subscribe to [POW Chamber Updates](#)

www.princeofwalescoc.org

Brian Templin

From: Jan Trojan <jantrojanvfw@gmail.com>
Sent: Wednesday, April 10, 2024 8:01 PM
To: kenneth.ostrom@usda.gov; POW Chamber of Commerce
Cc: Brian Templin; Anthony Christianson; Lee Burger; A. Millie Schoonover; Clinton Cook; Langmaid, Irving; Richard Trojan; Klein, Chere (Sullivan)
Subject: Dear Sir
Attachments: Pesticides.pdf

Dear Mr. Ostrom,

Prince of Wales has always been against pesticides. We have petitions and resolutions against it. I would like you to cease and desist. We would like to remain pesticides free.

Quite often it's the chemical companies that lobby organizations such as yourself. They entice you with grants and conferences.

I have the petitions, all the work we have done on this project.

We live off our fish. Prince of Wales is understated, but has the best fishing in SE Alaska.

Here's a little history;

For the past two decades, while the rest of the United States has been embroiled in pesticide wars, Alaska has seen only skirmishes. In 1978, **Jay Hammond, then-governor of Alaska, issued a directive which banned the use of herbicides by state agencies.** The Alaska Department of Transportation and Public Facilities (DOTPF) immediately halted its roadside spraying. Even the U.S. Forest Service took its cue from the state and veered away from most pesticide use on the Tongass and Chugach National Forest lands. The Alaska Railroad (ARR), then a federal entity, was the only governmental agency to continue heavy herbicide use. Judy Price

(https://www.multinationalmonitor.org/hyper/issues/1993/03/mm0393_08.html)

Attached is our resolution from Craig.

Fishing is our livelihood.

Our local stores have organic products. We want good food.

We can, we fish, we live by traditional methods.

I understand there is money in applying pesticides. We want no part in that.

Typically in the past a chemical company buys land and creates a business. And when they decide they have enough profit.



I do not believe the EPA has done their part on our island. Salt Chuck. Last I heard they cleaned upland , but not the bay. It was a mining operation.

Our state wanted grant money such as what you are offering and we lost our freedom.

During daylight hours we need to have our headlights on. I can not tell you how many old folks with old vehicles, I have encountered with dead batteries. Fulfilling, this silly rule. 2 elderly men in tears. ENOUGH.

Again resolution attached.

Jan Trojan

P.O. Box 275

Craig, AK 99921

907-401-0148

USAFR retired medic.

--

"Democracy is two wolves and a lamb voting on what to have for dinner. Liberty is a well armed lamb contesting the vote."

Benjamin Franklin 1759

**CITY OF CRAIG
RESOLUTION 19-10**

**SUPPORTING MANAGEMENT OF ROADSIDE VEGETATION WITHOUT
THE USE OF HERBICIDES, PESTICIDES, OR SPRAY DEFOLIANTS**

WHEREAS, the use of herbicides along Alaska's roads and highways is a subject of great concern among the residents of Southeast Alaska; and,

WHEREAS, Public and private lands and waterways adjacent to Alaska's roadways allow access to fish, wildlife, berries and many other naturally occurring resources that provide food, economic, lifestyle and cultural benefits to many Alaskans; and,

WHEREAS, use of herbicides, pesticides and other spray defoliants threaten the efforts of the Alaska Seafood Marketing Institute and commercial fishing groups that successfully promote the wild and natural condition Alaska seafood due to risks of run off of pesticide and herbicides from treated roadsides into adjacent salmon streams; and,

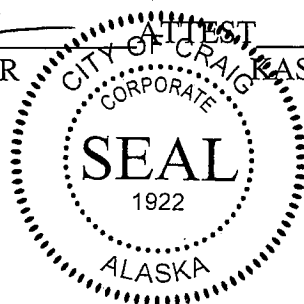
WHEREAS, the City of Craig city applauds efforts to eradicate invasive plants on Prince of Wales Island and believes that mechanical means of eradication are the best first choice in addressing invasive plant species.

NOW, THEREFORE, BE IT THEREFORE RESOLVED, that the Craig City Council calls for private, state, and federal agencies with land management authority on Prince of Wales Island to implement mechanical means first and foremost to address invasive species and other flora that are problematic to ecosystems and maintaining roads.

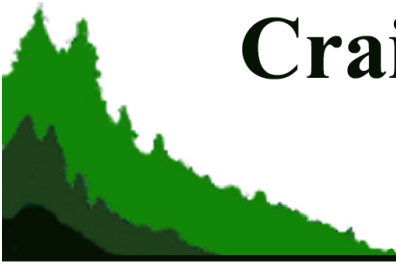
BE IT FURTHER RESOLVED, that the City of Craig requests private, state, and federal land managers first hold public hearings prior to any effort to apply chemical treatments to flora on Prince of Wales Island.

APPROVED this 4th day of June, 2019


MAYOR TIM O'CONNOR



 FOR KASSI MACKIE, CITY CLERK



Craig City School District

P.O. Box 800, Craig, Alaska 99921
www.craigschools.com
Phone (907) 826.3274
FAX (907) 826.3322

Chris Reitan, Superintendent
David Harris, Elem./MS Principal
Betty Hall, HS Principal
Christina Woodward, PACE Principal

April 23, 2024

Re: City of Craig Sales Tax Survey

Dear CCSD Families and Community Members:

The City of Craig is considering placing a ballot question on the October 2024 ballot that would allow for a sales tax increase, or an increased sales tax based on a seasonal rate (summer) to provide a dedicated revenue stream for CCSD. This dedicated revenue stream would allow CCSD to respond to the annual inflationary increases to our budget.

The state of Alaska has flat-funded school districts since 2017 while our operational costs have increased dramatically during this time-span due to inflation. This budgetary crisis is not isolated to CCSD. Unfortunately, every district in the state is facing significant financial hardships. In the development of our 2024-2025 budget, CCSD must still address a shortfall of approximately \$1.15 million. This \$1.15 million shortfall exists after several budget development workshops, significant reductions to operating costs, and the elimination of seven teaching positions and one half-time administrative position.

CCSD Staff Reductions for the 2024-2025 School Year

- Craig Elementary School Special Education Teacher
- Craig Middle School Special Education Teacher
- PACE Contact Teacher
- K-8 PE/Health Teacher – CCSD will have one K-12 PE/Health Teacher to serve CES, CMS and CHS
- K-8 SEALS Teacher – CCSD will have one K-12 SEALS Teacher to serve CES, CMS and CHS
- CHS/PACE Counselor Position – CCSD will have one counselor to serve CES, CMS, CHS and PACE
- CHS ELA Teacher
- CCSD ½ Time Special Education Director – This position is being combined with the incoming superintendent's responsibilities

Considering its flat revenue streams, CCSD's ability to present a balanced budget until now is a testament to sound budgeting practices and financial responsibility on the part of our current and past school boards. Federal COVID relief funds also offset budget deficits for several years, but these were temporary measures.

If there is no increase to school funding at the state or city level, CCSD will need to consider eliminating more positions in the future which will further reduce the educational services we provide our students and families. Please note these options are not set in stone, nor are they the only options the district would need to consider. These are just some of the areas the district might need to consider if no additional revenue streams are secured. CCSD wants to ensure that our families have a solid understanding of what additional reductions might mean. It's important for our families to understand that if CCSD is required to eliminate approximately \$1.15 million additional funds from the budget there will not be much of a K-12 educational program remaining. Eliminating additional positions are the least desirable outcomes for our students and community.

Additional Reductions in Services CCSD Might Need to Consider if no Additional Revenues are Secured

- Eliminate the high school welding program.
- Eliminate the K-12 music program.
- Eliminate some elementary teaching positions and combine grade levels.
- Reduce extra-curricular opportunities for students and the associated travel costs.
- Eliminate a principal position and combine with the superintendent's responsibilities.
- Eliminate a maintenance position.

In closing, additional revenues are a necessity for CCSD to continue providing the full array of educational opportunities for the students we are privileged to serve. Our community has the power to influence the future of CCSD in a very tangible way by helping secure a dedicated, community-based funding stream for the district. CCSD is extremely grateful for the collaboration we have experienced from our City of Craig partners and their willingness to seek additional revenue streams for the district. If you are a City of Craig resident, please complete the [City of Craig's survey](#) that will help shape the ballot initiative the City is developing for the October 2024 ballot.

If there is additional information I can provide about the City of Craig's sales tax survey, CCSD's 2024-2025 budget development process, or any other district initiative please don't hesitate to contact me at my email address, creitan@craigschools.com, or my direct office line 907-826-3274 ext. 4003.

Sincerely,



Chris Reitan, CCSD Superintendent
Email: creitan@craigschools.com

P.O. Box 855
Craig, AK 99921
April 21, 2024

Honorable Kasey Smith
Mayor, City of Craig
P.O. Box 725
Craig, AK 99921

Re: Beach Road

Dear Kasey:


Years ago, the City entertained the idea of making Beach Road a loop by connecting the north end to Main Street. At that time the footpath around Cannery Point and the greenbelt at the north end of the road hadn't been improved, so the opposition then came from those living on Beach Road who unanimously said they didn't want any change that would encourage increased traffic in their neighborhood.

Fast forward a quarter of a century. Now the residents of Beach Road are joined by people from all across the community who appreciate a safe and scenic walk around the shoreline here in town, as well as those who use the greenbelt as a picnic area, or more often just as a quiet place to sit and enjoy the view.

When I learned that you were now going to revisit that road connection at your April 18 meeting, I talked to those stakeholders and got two responses: "We don't want to encourage any more vehicular traffic on Beach Road than there is already!" and "Why would the City spend money ruining a good thing when there are so many unmet needs in town?". The result was a petition signed by over a hundred Beach Road users in a week.

I understand that now other matters have taken precedent over discussion of this proposal for the time being, but I am submitting the signatures for your consideration in case this again rises to the level of something that the Council would be considering.

Sincerely,



Karen Head

Cc: Brian Templin

PETITION TO PRESERVE BEACH ROAD NEIGHBORHOOD



We, the undersigned, respectfully request that the Craig City Council not connect Beach Road to through traffic by paving the green belt at the west end of Main Street.

Beach Road is a quiet neighborhood street that is safe for people to walk their children and dogs from the Forest Service Compound to the waterfront trail around the cannery site.

The green belt that would be eliminated is a much-used picnic site as well as a gorgeous wedding venue.

Please let them remain so.

Signature

Print Name

Address

| | | |
|--|-------------------|------------------------------|
| | Lauren Mackie | 407 Water Street |
| | Chonde Blumstein | HAMILTON DRIVE |
| | June May | 4mi. PSN Rd. |
| | Stephen V Shapley | 603 Water St |
| | James Stuke | 507, 509 and 601 Beach Rd |
| | Victoria Stuke | 507 Beach Rd |
| | R. Hertz | 103 MAIN ST. |
| | Emily Harding | 702 W Hamilton Dr |
| | Braden Harzog | 702 W Hamilton Dr. |
| | Mike Smith | 508A Beach Rd |
| | Jessica Smith | 508A Beach Rd |
| | Rachel Taylor | 800 Main St. Craig AK |

PETITION TO PRESERVE BEACH ROAD NEIGHBORHOOD

| | | |
|----------------------------|-------------------|---|
| James C Mackie | JAMES C MACKIE | 209 BEACH ROAD |
| Charlene Main | Charlene Mackie | 209 Beach Road |
| Haley Armstrong | Haley Armstrong | 508 Beach Road |
| Michael Salter | Michael Salter | 508 Beach Rd. |
| R. Sheets | Robert M. Sheets | 305 Spruce St. |
| Mark Dillman | Mark Dillman | 305 Spruce St |
| Stacie Whitiger | Stacie Whitiger | 1309 Sunnyside |
| Cammie Man | Cammie Man | 3 mi. PoA St. Nicholas Rd. |
| Gregory Staple | GREGORY STAPLE | 482 BEACH RD |
| Anita S. Williams | Anita S. Williams | 402 Beach Rd., Craig |
| JAMES B DENNIS | JAMES B DENNIS | 760 4TH ST CRAIG |
| KAREN HEAD | KAREN HEAD | 103 MAIN ST CRAIG |
| Vera Thibodeau | Vera Thibodeau | 301 9th Street. Craig |
| SABRINA VERVERS | SABRINA VERVERS | 303 CEDAR STREET CRAIG |
| Van Ververs | Van Ververs | " " |
| BARRERA DAVILLE | BARRERA DAVILLE | 1102 Craig / Klattway ^{Craig #2 98921} |
| James Quigley | James Quigley | 707 4 th St. Craig |
| Corbin Quigley | Corbin Quigley | 1616 Sunnaha Ct. Craig |
| Amber Quigley | Amber Quigley | 1616 Sunnaha Ct. Craig |
| Patrick Quigley | Patrick Quigley | 501 Peach Rd. Craig |

PETITION TO PRESERVE BEACH ROAD NEIGHBORHOOD

| | | |
|--------------------|--------------------|-----------------------|
| Nick Zeffa | Melissa Peavry | 1205 Water Tower Road |
| Alin Oughly | Alison Ougley | 707 Fourth St Craig |
| Terri Sano | Terri Sano | 407 Beach Rd. |
| Nicole Robison | Nicole Robison | 702 Beach Rd. |
| Taylor Robison | TA | 702 Beach Rd. |
| Josh Andrews | JAC | 201 Spruce St. |
| Shelby Beck | Shelby Beck | 201 Spruce St. |
| Bob Andrews | Bob ANDREWS. | 107 First St |
| Margaret Andrews | Margaret Andrews | 107 First St. |
| Rachel Bennett | Rachel Bennett | 201 main st |
| James Bennett | J | 201 main st |
| Leticia Nelson | Leticia Nelson | 1305 Sunnyside Dr. |
| Deborah Johnson | Deborah Johnson | 205 Main St #1 & 2 |
| Cheryl Fecko | Cheryl Fecko | 1609 Hamilton Dr |
| Crystal L Besean | Crystal L Besean | 206 Cedar Street |
| Barbilyn Armstrong | Barbilyn Armstrong | 4.2 P.S. 11 Road |
| Kathy Peavry | KATHY PEAVRY | 1604 Hamilton Dr. |
| Matt Peavry | Matt Peavry | 1604 Hamilton Dr. |
| Ron Pearce | Ron Pearce | 608 Beach Rd |
| Edna Pearce | Edna Pearce | 608 Beach Rd |

PETITION TO PRESERVE BEACH ROAD NEIGHBORHOOD



We, the undersigned, respectfully request that the Craig City Council not connect Beach Road to through traffic by paving the green belt at the west end of Main Street.

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The green belt that would be eliminated is a much-used picnic site as well as a gorgeous wedding venue.

Please let them remain so.

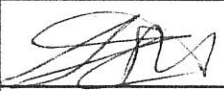


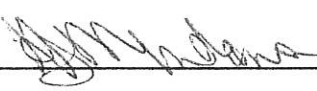
Signature

Print Name

Address

| | | |
|--|---------------------|----------------------------|
| | Judith Van Bracklin | 731 Third St. Craig AK |
| | Susan Callender | 106 Beach Rd. |
| | Victoria Menitt | 610 3 RD ST. |
| | Harry McGowan | 306 Shaan Sea |
| | James Dix | 407 1 ST ST - |
| | Jeremy Taylor | 306 Shaan Sea |
| | Maynard J Wilkins | 510 Shaan Sea |
| | Deanna Claus | 609 Third Street |
| | Lynn A. Jones | 1400 Hamilton DR CRAIG |
| | Melissa Nagamine | 1603 Hamilton Drive, Craig |
| | Steven Peavey | 1603 Hamilton Dr., Craig |
| | RICHARD SEAL | 1400 Hamilton Dr. CRAIG AK |

PETITION TO PRESERVE BEACH ROAD NEIGHBORHOOD

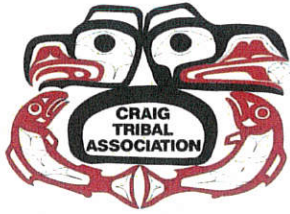
| | | |
|---|---|------------------------------|
|  | Stephanie Merritt | 403 Beach Road |
| Karen Coffey | Karen Coffey | 1015 Sunnyside Ct |
| Carole Gray | Carole Gray | 302 Cedar St. Apt A |
| Darcy Gray | Darcy Gray | 302 Cedar St. Apt A |
| Barbara Stanley | Barbara Stanley | 401 Cedar St. |
| Samantha Wilson | Samantha Wilson | 614 Swan Sea |
| Allison Waymiller |  | 704 Main |
| Laura Ponce | Laura Ponce | 704 Main |
| Kathleen Duggan | Kathleen Duggan | 611 Beach Rd |
| Angie Hamilton | Angie Hamilton | 122 Tanner Crab Ct. |
| Amy Hjort | Amy Hjort | 505 Thomas Ct. |
|  | David Harper | 703 PINECREAK CT |
| Shay Anderson | Shay Anderson | 401 401 - KLANOCK |
| Fred Hamilton | Fred Hamilton | 122 Tanner crab |
|  | Heath Mendonca | 403 Beach Road |
| | | |
| | | |
| | | |
| | | |
| | | |

Every day we see
bikers, hikers, dog
walkers and children
strolling down Beach Rd
Weekly we see cars
exceeding the speed
limit. There are sev-
eral parks for walkers
to enjoy while viewing

the water.

There is no reason
to do anything that
would increase the
traffic on this
road.

James [unclear]
Aim [unclear]



RECEIVED
APR 22 2024

Craig Tribal Association

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

January 11, 2024

To whom it may concern,

The Adopt an Elder Program is currently seeking donation funding. Our goal is to reach a target of \$10,000 annually. This funding will enable us to provide much-needed support for the 70 Elders of the Craig Tribal Association. Your generous contribution will help us create a lasting impact on their lives, while we strive to preserve the wisdom and values that they hold dear.

Title: Adopt an Elder Program Grant Proposal

I. Introduction

The Adopt an Elder Program is a project initiated by the Craig Tribal Association, which aims to support the elders within our community by providing them with assistance from our traditional lifestyle, this will help support the elderly for whom it has become difficult to support themselves and create a bridge between Native Americans and other cultures. This proposal seeks financial support to implement the program, which offers food boxes, hygiene boxes, medical boxes, birthday cards, and Christmas cards to our respected elders.

II. Background and Need

The elders in our community carry invaluable wisdom and history that is essential for maintaining our cultural roots. As the older generation faces increasing financial constraints and social isolation, it becomes vital to help with their basic needs whilst also nurturing connections to their cultural heritage. The Adopt an Elder Program will directly address these concerns, promoting overall well-being by providing essential supplies and interpersonal care.

III. Specific Goals

To successfully implement the Adopt an Elder Program, the following specific goals have been identified:

- 1: Distribute food boxes containing traditional food items gathered by the Craig Tribal Association Staff during the spring and fall seasons.
- 2: Provide hygiene boxes filled with basic hygiene necessities for maintaining personal care.
- 3: Offer medical boxes containing emergency medical supplies for home use.
- 4: Send out birthday and Christmas cards as tokens of appreciation on each elder's special day.

IV. Project Implementation

To achieve these goals, a robust distribution network will be established with the Craig Tribal Association:

- 1: Craig Tribal Association staff will acquire seasonal traditional food by harvesting, as well as hygiene and medical supplies through donations.



Craig Tribal Association

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

2: Food box packing events will be organized at designated locations where the Craig Tribal Association staff will prepare packages containing traditional food items.

3: Hygiene and medical supplies will be coordinated by the Craig Tribal Association staff, who will assemble individual boxes.

4: A database of elders within Craig Tribal Association will be maintained to ensure accurate delivery of birthday and Christmas cards.

5: Craig Tribal Association staff will deliver boxes and cards, following a schedule that aligns with the specific goals outlined above.

V. Budget and Funding

The funds granted will cover the following costs:

1. Food boxes, hygiene boxes, and medical box materials.
2. Packaging and distribution costs.
3. Postage for birthday and Christmas cards.
4. Expenses associated with managing the project.

VI. Measurable Outcomes

The Adopt an Elder Program's success will be measured by the timely achievement of our specific goals:

1. Food boxes distributed during spring and fall.
2. Hygiene and medical boxes provided annually.
3. Effective delivery of birthday and Christmas cards to Craig Tribal Association elders within our community.

Respecting the traditions and dignity of Elders, we create relationships and honor and serve the Elders.

Háw'áa,

Clinton E. Cook, Sr.
Tribal President

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Brian Templin, City Administrator
Date: April 8, 2024
RE: Ordinance 769 – Authorization for City Administrator to negotiate a lease of City Owned Property to Mike Stewart and Melanie Bergeron. Second Reading

Mike Stewart and Melanie Bergeron 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.

No comments were made during the first reading of this ordinance.

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, an appraisal would be required at the expense of the prospective lessee.

Consideration for environmental factors including anadromous streams and eagle trees will need to take place with regards to any proposed sitework. Finalized site plans for different aspects of the proposed development will be required prior to any construction or removal of trees to ensure all state and federal requirements are met. Direction from the council will be needed with regards to other interests including access permits and interest in lumber located on the property.

Approval of this ordinance allows the City Administrator to negotiate the terms of the lease with Mike Stewart and Melanie Bergeron. As is standard with leases of city owned property, the final terms of the lease will be brought back to the council for approval prior to implementation of the lease.

Recommendation: The City Council should discuss any questions or concerns regarding the proposed lease and provide direction to the City Administrator with regards to reoccurring access permits and interest in lumber on the property. If agreeable, the council should pass the second reading of Ordinance 769 authorizing the City Administrator to begin negotiations.

**CITY OF CRAIG
ORDINANCE No.769**

AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE WITH MIKE STEWART AND MELANIE BERGERON 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

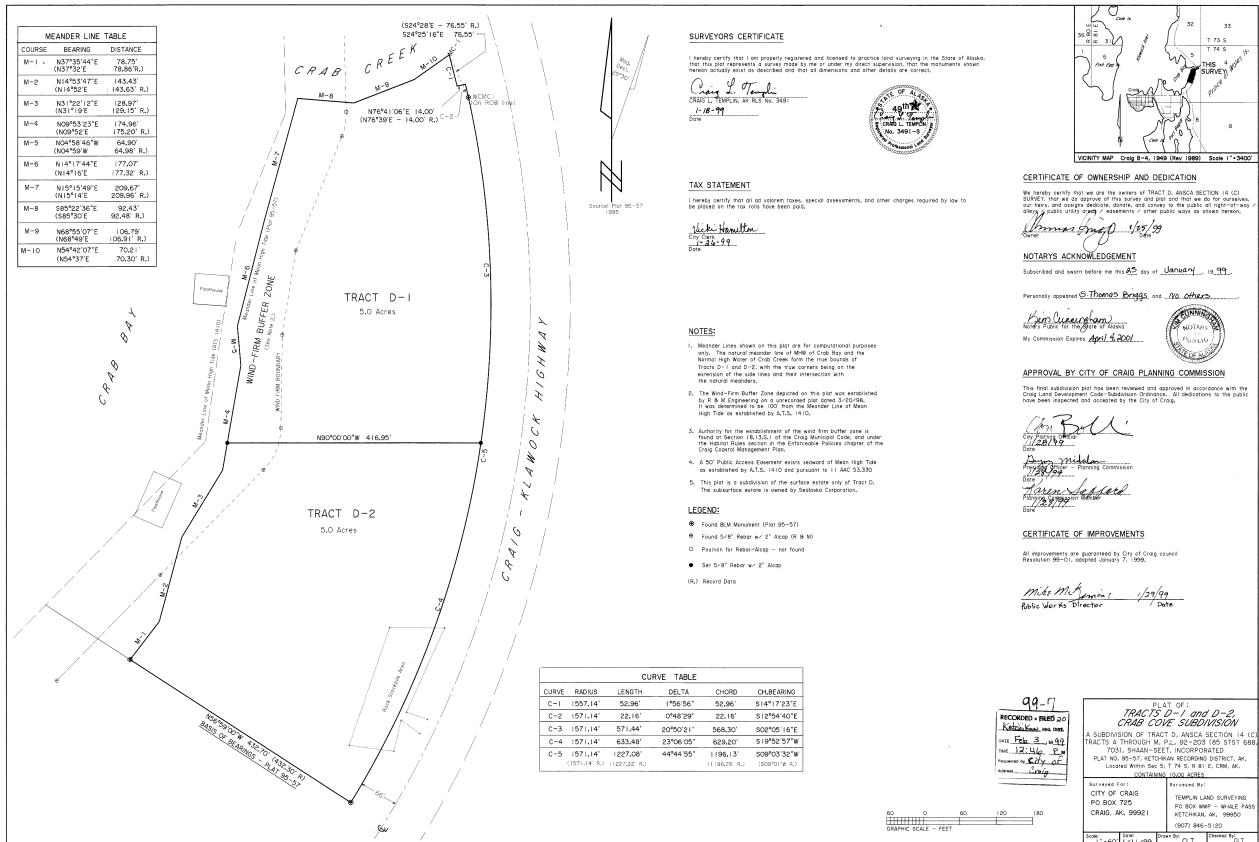
Crab Bay Park

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



SURVEYORS CERTIFICATE

I hereby certify that I am properly registered and licensed to practice land surveying in the State of Alaska. That this plat represents a survey made by me or under my direct supervision, that the measurements shown herein are true and correct and that I am not aware of any other claims or interests in the land shown hereon.

Craig S. Thompson
 CRAIG S. THOMPSON, AS. REG. NO. 3481
 7-18-99
 Date

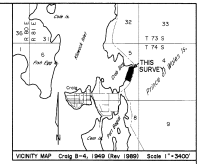
TAX STATEMENT

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

Mike Henderson
 12-22-99
 Date

- NOTES:**
- Meander lines shown on this plat are for informational purposes only. The natural meander line of Crab Bay and the Natural High Water of Crab Creek form the true boundary of Tracts D-1 and D-2 with the true corner being on the extension of the back line and the intersection with the natural meander.
 - The Wind-Firm Buffer Zone depicted on this plat was established by S. W. Engineering on a recorded plat dated 3-27-98, in compliance with 09 AAC 03.010, the District Line of Mean High Tide as established by A.L.S. 1410.
 - Authority for the establishment of the wind firm buffer zone is found in Section 18.13.1 of the Craig Municipal Code, and under the District Line of Mean High Tide as established by the Craig Coastal Management Plan.
 - 5' 50' Flood Elevation Easement exists around the West Side of this plat as established by A.L.S. 1410 and pursuant to 11 AAC 53.330.
 - This plat is a subdivision of the surface estate only of Tract D. The subsurface estate is owned by Seaboard Corporation.

- LEGEND:**
- Found 8" Round Monument (1995-07)
 - Found 5" Round Monument w/ 2" Alup (8-8-0)
 - Platline for Rubber-strip - not found
 - Set 3" Round Monument w/ 2" Alup
 - Revised Data



CERTIFICATE OF OWNERSHIP AND DEDICATION

We hereby certify that we are the owners of TRACT D, JURISDICTION SECTION 14 (C) 2000', that we do not have any other claims or interests in the land shown hereon, and that we do not have any other claims or interests in the land shown hereon.

Thomas Briggs
 1/27/99
 Date

NOTARIAL ACKNOWLEDGMENT

Subscribed and sworn before me this 22nd day of January, 1999.

Personally appeared *Thomas Briggs* and *Mike Henderson*
 known to me to be the persons whose names are subscribed to the foregoing.
 My Commission Expires April 3, 2001

APPROVAL BY CITY OF CRAIG PLANNING COMMISSION

This final subdivision plat has been reviewed and approved in accordance with the City Land Development Code Subdivision Chapter, all regulations in the plat have been inspected and accepted by the City of Craig.

Chris Bull
 CITY OF CRAIG
 PLANNING COMMISSION
 1/27/99
 Date

CERTIFICATE OF IMPROVEMENTS

All improvements are guaranteed by City of Craig issued Resolution 99-01, adopted January 7, 1999.

Mike Henderson
 1/27/99
 Date
 Public Works Director

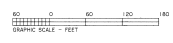
99-1
 RECORDED: 1/27/99
 KATHLEEN M. WOOD

PLAT OF
TRACTS D-1 and D-2
CRAB COVE SUBDIVISION
 A SUBDIVISION OF TRACT 14, ANCHORAGE SECTION 14 (C) TRACTS A THROUGH W, P.L. 82-203 (85) (ST) 688, FOUL SHAM-BLETT, INCORPORATED, PLAT NO. 99-01, KETCHIKAN RECORDING DISTRICT, AK, Located with Sec. 5, T. 14 N., R. 11 E., C. 98, W. 4, CONTAINS 10.00 ACRES.

Submitted for:
 CITY OF CRAIG
 PO BOX 725
 CRAIG, AK 99921

Returned by:
 TIGHEAN LAD SURVEYING
 PO BOX 987
 KETCHIKAN, AK 99901
 (907) 846-5100

Date: 1/27/99
 Drawn by: C.T.
 Printed by: T.T.



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: April 24, 2024
RE: Resolution 24-10

Attached you will find Resolution 24-10. The resolution authorizes an employee benefit that allows a qualifying employee to take a cash payment instead of the city's employee health insurance benefit. This measure, called "Payment in Lieu of Employee Health Insurance" is offered as a means to reduce staffing costs. The in lieu payment was first offered in FY18.

In short, the proposed benefit provides for a cash payment to an employee in FY 2025 equal to about one-half of the city's cost of the health insurance benefit that the employee took in FY 2024. In order to qualify for the payment in lieu benefit in FY 2025, the employee must be eligible for the city's employee health insurance benefit and must have either taken the employee health insurance benefit or elected to take the in-lieu payment in FY 2024.

The payment in lieu of health insurance benefit is a common offering made by employers to employees.

The theory behind this payment in lieu practice is that an employee who would have chosen to receive the health insurance offered through the workplace may choose to accept instead a cash payment that is a fraction of the employer's cost to insure the employee. The theory works well at the start. However, over time, certainty decreases as to which employees would elect to participate in the employee health insurance benefit if not for the in-lieu offer.

There are some important details for the employee to think about when considering a cash in lieu offer. Among them:

1. Unlike the value of the employee health insurance benefit, the cash in lieu of benefit payment is subject to federal income tax, and PERS deduction.
2. An employee that declines an employer's offer of group health coverage is not eligible for a subsidy from the Exchange system set up in the ACA. The employee can still buy health insurance from the Exchange, but must do so at full price.
3. The payment in lieu program proposed in Resolution 24-10 is unconditional, meaning that it is not intended to reimburse employees for purchasing other insurance. Employees receiving the payment are free to use the payment for whatever use they see fit.
4. Employees who accept the cash payment may still be bound by the ACA to carry medical insurance, although the penalty for not doing so is set at \$0.

The benefit consultant experts the city hired in 2017 to provide advice in setting up the in-lieu payment advised that the city amend its "cafeteria plan" document to explicitly add the benefit. Attachment A to Resolution 24-10, if approved by the council, amends the plan to include the program.

Those employees who choose this payment will receive a cash amount at each of the payroll periods during the fiscal year. An employee who experiences a qualifying event during the

fiscal year can choose to drop the payment in lieu of benefit in favor of the city's medical insurance benefit. Employees may also change benefits during the annual open enrollment period.

For every employee who accepts the payment, the city will reduce its medical benefit cost by about one-half. In addition, the city avoids reimbursing the employee's deductible above \$500 through the health reimbursement account that is part of the health insurance benefit. I estimate that in the current fiscal year, the in lieu program led to the city spending about \$25,000 less on the health insurance benefit than it would have without the program.

It is important to note here that the choice to participate in the city's health insurance benefit or accept the cash payment is entirely up to the employee. In the current year, three employees opted for the in-lieu payment. I expect that at least three of the city's full time employees will choose the in lieu option in FY 2025. We will remind employees of this option prior to the regular upcoming open enrollment period. This year, the in lieu payment amounts proposed were adjusted based on 50% of the cost for each plan in FY24.

Participation level requirements imposed by Premera on the city's group health coverage require at least 75 percent of eligible city employees must participate in employee health insurance benefit. That rule limits the amount of employees who can participate in the in lieu payment program. If fewer than 75 percent of city employees sign up for the health insurance benefit, staff will use a process of random selection to determine who participates in the in-lieu program in FY2025.

Recommendation

Adopt Resolution 24-10.

**CITY OF CRAIG
RESOLUTION 24-10**

**ESTABLISHING A SCHEDULE OF PAYMENTS FOR THE
PAYMENT IN LIEU OF EMPLOYEE HEALTH INSURANCE BENEFIT**

WHEREAS, the City of Craig offers its employees compensation through wages and benefits; and,

WHEREAS, among the benefits typically offered is employee health insurance; and,

WHEREAS, the City of Craig offers its eligible employees an option to accept the employee health insurance benefit, or a cash payment in lieu of accepting the employee health insurance benefit; and,

WHEREAS, eligibility for the payment in lieu benefit is set out in Attachment A to this Resolution; and,

WHEREAS, employee Payments in Lieu of Health Insurance Benefit will be made in approximately equal amounts over each of the pay periods in the city’s fiscal year; and,

WHEREAS, payments made per pay period to those employees who accept the payment in lieu of health insurance benefit are set out in the schedule below.

| Schedule of Payments in Lieu of Health Insurance Benefit - FY 2025 | | |
|---|---|--|
| FY 2024 Coverage Type or in lieu Payment level | FY 2025 Payment per pay period | |
| Employee only | \$232.82 | |
| Employee & Spouse | \$522.79 | |
| Employee & Dependents | \$414.64 | |
| Employee & Family | \$704.36 | |

NOW, THEREFORE, BE IT RESOVED that the Craig City Council directs city staff to implement the Payment in Lieu of Employee Health Insurance Benefit for the City of Craig’s 2025 Fiscal Year, beginning July 1, 2024, and modify the city’s “cafeteria plan” consistent with the terms set in this resolution.

PASSED AND APPROVED this _____ day of May 2024.

MAYOR KASEY SMITH

MARY SALAZAR, CITY CLERK

**RESOLUTION 24-
ATTACHMENT A**

**CITY OF CRAIG
Payment in Lieu of Employee Health Insurance Benefit**

Payment In Lieu of Health Insurance Benefit. Any Participant who accepted employee health insurance coverage during the entirety of Employer Fiscal Year 2024 (July 1, 2023 through June 30, 2024) or who accepted a Payment in Lieu of Health Insurance Benefit during Employer Fiscal Year 2024, and who remains eligible for the city's employee health insurance benefit, may choose to receive a cash payment in lieu of the employee health insurance coverage during Employer Fiscal Year 2025 (July 1, 2024 through June 30, 2025). The amount of the cash payment is set from time to time by the Craig City Council.

Employee Payments in Lieu of Health Insurance Benefit will be made in approximately equal amounts over each of the pay periods in the city's fiscal year.

The payment in lieu of health insurance benefit is not conditional on Participants showing proof of other health insurance coverage. This policy is not intended to, and does not in fact, reimburse employees for purchasing other health insurance coverage. Payments based on this policy are subject to state and/or federal taxes and other deductions as required by law or agreement including, if applicable, payments to the Public Employee Retirement System. If Participant chooses to receive payments in lieu of the employee health insurance benefit, the Participant is not eligible to receive employee medical insurance benefits from the city, which may include health insurance, dental insurance, vision insurance, and health reimbursement account payments.

Employees may change their benefit status from in-lieu payment to enrolling in the city's employee health insurance benefit during open enrollment or upon experiencing a qualifying event.

**CITY OF CRAIG
MEMORANDUM**

To: Mayor Smith and the Craig City Council
From: Mary Salazar, City Clerk
Date: April 25, 2024
RE: IFA Board of Directors Seat

The term for the IFA board of directors seat is due to expire on June 30, 2024. The IFA has requested that a replacement be appointed by June 1, 2024. This appointment will be for a two-year term.

I have received two letters from interested individuals. I recommend that the council review these options and appoint someone to fill the seat.

Frederick G Hamilton
124 Tanner Crab Court
PO Box 106
Craig, AK 99921

RE: Inter-Island Ferry Authority Board of Director Seat

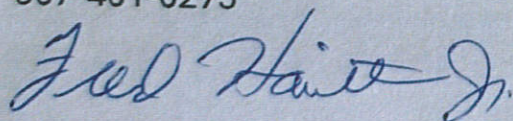
Dear Craig City Council

Please accept my Letter of Interest for the upcoming seat on the Inter-Island Ferry Authority.

I have been a lifelong resident of Craig, Alaska, for over 70 years and my family has a long history of volunteer civic duty. I am the Vice-President of Craig Tribal Association (CTA) and have served on the board for the past 30+ years; I have served on the Prince of Wales Tribal Enterprise Consortium (POWTEC Solutions) board since early 2000 and am the current Chairperson; I served on the local Fish n Game Advisory Board for 20+ years; I was a Little League Coach for 6 years; and I served as a member of the Craig School Board for 18 years.

Because I know the history of the Inter-Island Ferry Authority, and I know the people that work here, and I know the importance of servitude, I believe I would be a good fit to serve on the Board of the Inter-Island Ferry Authority.
Sincerely

Fred Hamilton JR
907-401-0275



D.J. 'Otis' Gibbons
Box 307
Craig Ak 99921

April 25, 2024

City of Craig

Dear Mayor and Councilmembers:

This letter is to request that you consider reappointing me as the representative of the City of Craig on the IFA Board of Directors.

Thank you for your consideration.

Sincerely,

D. J. 'Otis' Gibbons

**CITY OF CRAIG
MEMORANDUM**

To: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: April 26, 2024
RE: Sale of City Owned Property to CTA

Background: On January 2, 2024 the Craig Tribal Association (CTA) submitted an application to purchase an unsubdivided portion of Tract A, USS 1429 (commonly referred to as the Craig Cannery Site or Ward Cove Cannery Site). In the application, question two, which states “What is the square footage of the area you wish to purchase?” was answered with “YTD”. Staff assumes this means “yet to be determined”.

The application also includes a page drawn from the 2007 development plan with a polygon showing the proposed location of the parcel. To prepare the ordinance allowing the city administrator to negotiate the sale, the planner approximated the polygon in AutoCAD and calculated a 30,696 square foot area.

At the February 8, 2024, workshop with the planning commission and city council there was some concern shown about the parcel going all the way to the beach on the West and out into the area conceptually set aside for an access point on the East. Staff suggested that a parcel could be proposed to the CTA that did not include these areas. This would keep the west side in city ownership to allow for the park and walking paths and would make it easier to proceed with planning for the rest of the upland site by not encroaching East into the planning area. This suggested parcel was consistent with previous discussions regarding a site for a longhouse/carving shed on the property. This parcel was also consistent with general discussion by the city council and planning commission. At the time, the planner estimated this parcel to be about 13,000 square feet.

After the ordinance was approved, Mayor Smith met with Clinton Cook to discuss the sale. In discussions with the mayor prior to this meeting, staff suggested that the mayor discuss several of the terms of a sale, including the parcel size among other things. The mayor came out of that meeting understanding that the CTA had agreed to the smaller parcel. More recently Clinton and Kasey discussed the sale, and the mayor received a draft preliminary plat from CTA that showed the 30,696 square foot parcel.

On April 11th the mayor and I met to discuss some questions regarding the lot size and the action taken by the council when passing the ordinance. There appeared to be some confusion about what the council had committed to in the ordinance and the lot size allowed or required. After our discussion the mayor asked me to share that information with Clinton and invite Clinton and Justna to meet to discuss it. That email is as follows:

*Hello everyone,
The mayor and I met last night and based on the information that he had he asked me to send out a meeting invite and some additional information resulting from the preliminary plat prepared for CTA.*

The mayor shared that there was some confusion about the lot size, where the 30,000 square foot number came from, where the 12,000 square foot number came from, what was authorized based on the ordinance that was passed, and how to resolve any difference between the parcel that the CTA has proposed and the parcel that the mayor and I are comfortable taking to the council.

Lot Sizes. *As you know, on the application the question regarding the lot size says “YTD” and does not list a lot size. The drawing included in the application is a general polygon drawn on an aerial photograph with no dimensions or area calculations. Our planner took that sketch and approximated those same lines in AutoCad to be able to calculate an approximate area based on CTS’s application. This is where the 30,000 square foot number came from. During the Cannery Site public meeting, discussions with individual council members, and input from the council and mayor – this 30,000 square foot lot was problematic. The two biggest problems were that several council members wanted to retain the area to the east of the proposed longhouse and not include that in the sale. The second issue with the proposed parcel is that as drawn it would interfere with the original site development concept plan. It is true that we are starting a new planning process for the rest of the upland site, but the concern shared with staff was that we should not sell this area east of the two buildings included on the proposed parcel until the remainder of the upland planning was completed (likely sometime late this year).*

Based on that information, our planner drafted a parcel that would not include the upland and beach west or the area to the east that would interfere with the planning process for the rest of the site. When drawn out, this resulted in a parcel of +/- 12,000 square feet. I have done a quick AutoCAD sketch using the webloft as a basis, to calculate the sidelines and the line between the proposed CTA parcel and the webloft. I have attached this sketch. This parcel is about 15,000 square feet and would meet several of the comments made by council members and the mayor. This lot is what the mayor and I are proposing we use for the final survey and the sale.

City Land Sale and Ordinance Process. *The mayor commented to me that you had shared that the council had already approved the 30,000 sq foot lot by passing the ordinance to negotiate terms. This is not correct. The ordinance passed by the city council is authorization to negotiate the terms. The specific action language of the ordinance is to “authorize the mayor and city administrator to begin negotiations the sale of **up to 30,696** square feet of land...” (emphasis mine). This language does not approve a 30,696 sq ft parcel, the ordinance sets the upper limit of the negotiated parcel. It is standard practice that the actual size of the parcel is settled during the negotiation process. Our process of amending the size of the parcel down is common for*

sales or leases during negotiations and is clearly the intent of the ordinance that was passed.

Resolution/Discussion/Negotiation. *At this point we clearly have two different opinions on the right size parcel to proceed with. This is a natural part of the negotiation process. We have two options. One, we can discuss the size and layout of the parcel with the goal of coming to an agreement on what we will take to the council for final approval. Two, we can take the issue directly to the council at the May 2, 2024 council meeting and ask the council to give clear direction on what they would like to see in the final terms. The mayor had mentioned that we might get together at 2:00 pm today if you think there is room to discuss the difference and come to a mutual agreeable resolution.*

I would love to meet if you think there is room for negotiation or we can simply plan to put the two options to the council on May 2nd. Please let me know if you have a preference so we can set up a meeting or prepare information for the council.

Thanks

Brian

Clinton sent an email regarding the issue to the city clerk on April 12th. The clerk forwarded that email to me on April 15th.

Subject: CTA- City re: Cannery point

Good Morning,, during the current process of CTA moving along with the purchase of Cannery point we have found a major discrepancy. In the purchase application page circled #1 in this email. We (CTA) proposed this amount of land hi-lited. In City Ordinance circled page #2 it was proposed to sell 30,696 Sq Ft which is roughly 17,500 sq ft shy of our application. Once this was relayed to the surveyor circled #3. It is very obvious we (CTA) have been shorted the proper amount of Sq Ft we requested. Once again there is a disconnect with the Administration within the City of Craig and the CTA. Why are being treated this way and who decided the lot size ? After reviewing with the Mayor (the City Administrator has had ZERO contact) with (CTA) . He suggested it be put forth to another City Council meeting. This would simply cause more delays as we have initiated the Appraisal and Survey. Can we simply get this process put back on track to ensure the vote of the City Council is upheld. Can this email be forwarded to the City Council and Mayor. Thanks

Sent from my iPad

The mayor and I discussed the email on April 15th and talked about the best response. I sent an email back to Clinton on April 15th reiterating the information sent on the 12th and inviting CTA to meet to continue negotiations or to take the issue back to the council

for direction. Clinton called me to talk about the issue and asked that the discussion be put on the council agenda for the May 2nd council meeting. Clinton also confirmed me that it was their intent when they applied for the purchase for the lot to be approximately 48,000 square feet and go from the beach on the West almost to the access road on the East. This was the parcel they wanted presented to the council.

Discussion: At this point it appears that there is an impasse between the city and CTA regarding the size and configuration of the lot to be sold to the CTA. The council should discuss the difference and give clear direction to staff on the size and configuration of the lot that the city council is willing to discuss the sale of. For the council's information we have attached a copy of the preliminary lot showing the 30,696 square foot parcel and a copy of a sketch showing the parcel as presented by staff that did not include the beach or encroach into the development area to the East. Clinton did confirm that CTA believes that the lot shown on the draft preliminary plat should still be increased by 17,500 feet toward the East. This would add another approximately 125' to the east. It should be noted that since the original ordinance approves a sale of "up to 30,696 square feet" a new ordinance should be prepared and advertised for a larger lot if the council is inclined to negotiate a sale of +/- 48,000 square feet.. Any lot at 30,696 square feet or smaller falls within the authority of the current ordinance.

The council may also choose to put approval of the sale to the voters (based on a lot size that CTA is willing to purchase). Craig Municipal Code Title 16.03.020 C states that *"Where a public hearing reveals that a particular upland or tideland disposal may have significant and widespread public opposition, the council may require approval of the disposal by the qualified voters of the city."* Based on comments at public meetings in February, March, and April there is mixed public opinion on the issue, including support and opposition for the lot size and configuration proposed by CTA.

Recommendation: The council should discuss the issue and give clear direction to the mayor and administrator on the lot that the council wants considered in the proposed land sale.

Recommended Motions: There are a number possible of motions or actions depending on what direction the council would like to proceed:

Option 1 - 48,000 square foot lot: Move to direct staff to prepare a new ordinance authorizing the sale of up to 48,000 square feet to the CTA. Further direct staff to advertise the larger sale and bring the new ordinance back to the council after completion of the public comment period.

Option 2 – 30,696 square foot lot: Move to direct staff to continue negotiations of a sale of approximately 30,696 square feet of property on Tract A, USS 1420 as shown on the draft preliminary plat provided by CTA.

Option 3 – 15,000 square foot lot: Move to direct staff to continue negotiations of a sale of approximately 15,000 square feet of property on Tract A, USS 1420 as shown on the sketch provided by staff.

Option 4 – Municipal Vote: Move to direct staff to prepare an ordinance and take actions necessary to place a proposition on the 2024 municipal ballot for public approval of a sale of up to _____ square feet.

Option 5 – Other options. The council may choose an alternate size/configuration or give some other direction to staff regarding the land sale.

It is important to note that the mayor and I will move forward with council direction, but ultimately the terms of the sale are still not set until they are brought back to the council in their final form.



City of Craig
Memorandum

To: Mayor Kasey Smith and City Council
From: Oliver Lewis
Date: 4-26-24
RE: Port ST. Nicholas Road Annual Maintenance Report

Mr. Mayor and City Council Members,

Per the Craig Municipal Code the public works department was required to post the attached report for not less than 30 days for public review and comment. This document was posted on 3-20-24. To date the City Clerk has only received three comments. All three comments were in protest of the City charging the PSN residents for charges submitted last year by Shaan Seet for helping with slide clean up. The invoice submitted by Shaan Seet did not clearly document which slide the invoice was applied to. There were multiple slides both inside and outside of City limits. We are not able to clearly document the amount that should be added to the PSN road maintenance fee.

Below I have summarized the difference between the original report and the amended report incorporating the three written protests received.


Original fee: Total Cost, \$34,206.20@ 45% = \$15,392.79/ 202 lots = \$76.21 per lot

Amended fee: Total Cost, \$21,995.04@ 45% = \$9897.77/ 202 lots = \$48.99 per lot

Recommended Motion:

Authorize the City administrator to invoice the PSN residents for the appropriate cost.

Respectfully,


Oliver Lewis
City of Craig Public Works Director

Port St. Nicholas Road
Annual Maintenance Report for Fiscal year 2023

This annual maintenance report is prepared in accordance with Craig Municipal Code 12.10 Port St. Nicholas Road Maintenance and Improvement and Road Maintenance and Improvement Fee- Extraterritorial, which requires the Public Works Department to prepare an annual maintenance report. The report includes a description of all capital and maintenance activities performed within the road corridor outside the municipal boundaries during the course of the reporting period. The report also includes an accounting of all fees collected and all expenses incurred during the reporting period.

1. Grading the Gravel Portion

Grading is accomplished with a CAT 160M2 machine. The city public works crew logged Eighteen (18) operating hours for grading and material hauling on PSN road.

2. Culvert Maintenance

Culvert maintenance is accomplished utilizing rented excavators, Sterling dump truck, Top kick dump truck, and backhoe. Sixteen (16) operating hours were logged by public works crews.

3. Asphalt Maintenance

No asphalt maintenance was logged for the fiscal year 2023. Six (6) operating hours were logged by public works crews for street sweeping.

4. Snow removal and Sanding

Sanding and snow removal utilize the Sterling dump truck, the grader, and sand. One hundred and two (102) operating hours were logged by City crew. Twenty yards of sand (20cy) were applied to PSN road from end of city limits to end of pavement during the winter months.

5. Striping

No striping maintenance was logged for the fiscal year 2023.

6. Bridge Maintenance

Bridge maintenance is accomplished using a sweeper, weed trimming tools, and any supplies/material associated with bridge repair/maintenance. No operating hours were logged by City crew.

7. Guard Rail Maintenance

No guard rail maintenance was logged for the fiscal year 2023.

8. Shoulder Brushing/ Tree Removal

Brushing and tree removal are accomplished utilizing a brusher (rental unit), Sterling dump truck, and the CAT 420E backhoe. No operating hours were logged by City crew.

9. Landslide Mitigation

Landslide mitigation was accomplished utilizing rented excavators, Sterling dump truck, Top kick dump truck, and backhoe. No operating hours were logged by public works crews.

Port St. Nicholas Road Annual Maintenance Report 2023 Itemized Cost Tables

| 1. Grading the Gravel Portion | | | | |
|--------------------------------------|-------|----------|----------|-------------------|
| Equipment, Labor, and Material | Units | Quantity | Rate | Total |
| Motor Grader | Hours | 14 | \$157.31 | \$2,220.34 |
| Sterling Dump Truck | Hours | 0 | \$132.39 | \$0.00 |
| International dump truck | Hours | 4 | \$163.93 | \$655.72 |
| Top Kick Dump Truck | Hours | 0 | \$98.43 | \$0.00 |
| Backhoe | Hours | 0 | \$97.20 | \$0.00 |
| D1 | Yrds | 20 | \$28.00 | \$560.00 |
| 1.5" minus | Tons | 0 | \$19.50 | \$0.00 |
| Total | | | | \$3,436.06 |

| 2. Culvert Maintenance | | | | |
|--------------------------------|-------|----------|----------|-------------------|
| Equipment, Labor, and Material | Units | Quantity | Rate | Total |
| Backhoe | Hours | 8 | \$97.20 | \$776.60 |
| Sterling Dump Truck | Hours | 0 | \$132.39 | \$0.00 |
| Top kick Dump Truck | Hours | 4 | \$98.43 | \$393.72 |
| Excavator Rental | Day | 0 | \$836.00 | \$0.00 |
| Excavator operations | Hours | 0 | \$41.94 | \$0.00 |
| 1.5" Minus | Tons | 0 | \$18.50 | \$0.00 |
| Pit Run | Tons | 0 | \$10.00 | \$0.00 |
| 3" Jaw Run | Tons | 0 | \$13.50 | \$0.00 |
| Corrugated Poly Pipe | Feet | 0 | \$28.94 | \$0.00 |
| Total | | | | \$1,170.32 |

| 3. Asphalt Maintenance | | | | |
|-------------------------------|-------|----------|----------|-----------------|
| Equipment and Labor | Units | Quantity | Rate | Total |
| Street Sweeper | Hours | 6 | \$113.68 | \$682.08 |
| Sterling Dump Truck | Hours | 0 | \$132.39 | \$0.00 |
| Backhoe | Hours | 0 | \$97.20 | \$0.00 |
| Roller | Hours | 0 | \$76.18 | \$0.00 |
| Hot Mix | Tons | 0 | \$90.00 | \$0.00 |
| Total | | | | \$682.08 |

| 4. Snow Removal and Sanding | | | | |
|------------------------------------|-------|----------|----------|--------------------|
| Equipment, Labor, and Material | Units | Quantity | Rate | Total |
| Sterling Dump Truck | Hours | 12 | \$132.39 | \$1,588.68 |
| Motor Grader | Hours | 90 | \$157.31 | \$14,157.90 |
| Sand | Yrds | 20 | \$48.00 | \$960.00 |
| Total | | | | \$16,706.58 |

**Port St. Nicholas Road Annual Maintenance Report 2023
Itemized Cost Tables**

| 5. Striping | | | | |
|--------------------------------|-------|----------|------------|---------------|
| Equipment, Labor, and Material | Units | Quantity | Rate | Total |
| Contracted | Mile | 0 | \$4,937.50 | \$0.00 |
| Total | | | | \$0.00 |

| 6. Bridge Maintenance | | | | |
|--------------------------------|-------|----------|----------|---------------|
| Equipment, Labor, and Material | Units | Quantity | Rate | Total |
| Brush Removal | Hours | | \$109.00 | \$0.00 |
| Expansion Joint Restoration | Hours | 0 | \$41.94 | \$0.00 |
| Sweeper | Hours | 0 | \$113.68 | \$0.00 |
| Total | | | | \$0.00 |

| 7. Guard Rail Maintenance | | | | |
|----------------------------------|-------|----------|----------|---------------|
| Equipment, Labor, and Material | Units | Quantity | Rate | Total |
| Railing | Feet | 0 | \$40.00 | \$0.00 |
| Sterling Dump Truck | Hours | 0 | \$132.39 | \$0.00 |
| Backhoe | Hours | 0 | \$97.20 | \$0.00 |
| Total | | | | \$0.00 |

| 8. Shoulder Brushing and Tree Removal | | | | |
|--|-------|----------|----------|---------------|
| Equipment and Labor | Units | Quantity | Rate | Total |
| Sterling Dump Truck | Hours | 0 | \$132.39 | \$0.00 |
| Backhoe | Hours | 0 | \$97.20 | \$0.00 |
| Brusher | Hours | 0 | \$45.00 | \$0.00 |
| Total | | | | \$0.00 |

| 9. Landslide Mitigation | | | | |
|--------------------------------|-------|----------|----------|---------------|
| Equipment and Labor | Units | Quantity | Rate | Total |
| Sterling Dump Truck | Hours | 0 | \$132.39 | \$0.00 |
| Top kick Dump Truck | Hours | 0 | \$98.43 | \$0.00 |
| Backhoe | Hours | 0 | \$97.20 | \$0.00 |
| Excavator | Hours | 0 | \$41.94 | \$0.00 |
| Total | | | | \$0.00 |

| 10. Landslide Mitigation Additional Costs | |
|--|---------------|
| Contractor Invoice | \$0.00 |
| Materials and supplies | \$0.00 |
| Equipment Lease | \$0.00 |
| Total | \$0.00 |

Port St. Nicholas Road Annual Maintenance Report 2023

Itemized Cost Tables

| Summary | |
|--|--------------------|
| 1. Grading the Gravel Portion | \$3,436.06 |
| 2. Culvert Maintenance | \$1,170.32 |
| 3. Asphalt Maintenance | \$682.08 |
| 4. Snow Removal and Sanding | \$16,706.58 |
| 5. Striping | \$0.00 |
| 6. Bridge Maintenance | \$0.00 |
| 7. Guard Rail Maintenance | \$0.00 |
| 8. Shoulder Brushing and Tree Removal | \$0.00 |
| 9. Landslide Mitigation | \$0.00 |
| 10. Landslide Mitigation Additional Costs | \$0.00 |
| Alternate funding received for PSN Maintenance | (\$0.00) |
| Total | \$21,995.04 |

- ❖ The total collected Port Saint Nicholas maintenance road fees for Fiscal Year 2021 was: **fourteen thousand fifty seven dollars , and sixteen cents.** (\$14,057.16)

Per Lot Cost Allocation

Per Section 12.10.020 of the Craig Municipal Code, the annual road maintenance and improvement fee is set at 45 % of costs reported in the annual maintenance report, divided by the number of lots and tracts subject to the fee; provided that the aggregate dollar amount of the fee not exceed \$150.00 per lot or tract in any given year.

Total road costs: \$21,995.04 @ 45% = \$9,897.77

Total lots within road corridor: 202

Per lot cost: \$9,897.77/202 = \$48.99

Maximum per lot fee: \$150.00

Per 12.10.040 of the Craig Municipal Code, this annual maintenance report is subject to a 30-day public review and comment period. Comments are due to the City of Craig by Thursday, May 2nd, 2024. Comments may be hand-delivered, delivered via email to info@craigak.com, sent to PO Box 725 Craig, AK 99921, or delivered at Craig City Council meetings scheduled for Thursday, May 2nd.

For more information, contact Craig City Hall at 826-3275.