

CITY OF CRAIG
COUNCIL AGENDA
JANUARY 21, 2016
COUNCIL CHAMBERS 7:00 P.M

ROLL CALL

Mayor Dennis Watson, Hannah Bazinet, Greg Dahl, Jim See, Don Pierce, Mike Douville,
Jan Trojan

CONSENT AGENDA

Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed and placed on the regular meeting agenda.

- City Council Meeting Minutes of December 3, 2015
- 2016/2017 Liquor License Renewals
- Introduction and First Reading of Ordinance 678, Local Option- Marijuana Establishments

HEARING FROM THE PUBLIC

- Open for public comment
- Resolution 16-01, FY 16 Shared Fish Business Tax
- Resolution 16-02, POWCAC Transportation Priorities for 2016
- Resolution 16-03, 2016 Capital Project Priorities

REPORTS FROM CITY OFFICIALS

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

READING OF CORRESPONDENCE

- APCM Report
- Veterans letter of appreciation to City of Craig
- 2015 Salmon Derby Profit
- Port St. Nicholas Hatchery FY16 2nd Quarter Report
- Sales Tax History

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- Resolution 16-01, FY 16 Shared Fish Business Tax
- Resolution 16-02, POWCAC Transportation Priorities for 2016
- Resolution 16-03, 2016 Capital Project Priorities

UNFINISHED BUSINESS

NEW BUSINESS

- Authorize addendum to contract with RP Kinney & Associates for Phase IV Paving Design Services

ADJOURNMENT

ROLL CALL

Mayor Dennis Watson called the meeting to order at 7:00 p.m. and the roll was taken. Present were, Jim See, Jan Trojan, Don Pierce, Greg Dahl and Mike Douville. Absent excused was Hannah Bazinet.

Staff present: Jon Bolling, City Administrator; Jessica Holloway, Aquatic Center Manager; Brian Templin, City Planner; Kassi Bateman, City Clerk; Kim Baxter, Library Director; Ron McIntosh, Public Works Director; Victoria Merrit, Parks and Recreation Manager; Doug Ward, Parks and Public Facilities Manager.

Audience present: None

CONSENT AGENDA

PIERCE/TROJAN

moved to approve the consent agenda.
MOTION CARRIED UNANIMOUSLY

HEARING FROM THE PUBLIC

REPORTS FROM CITY OFFICIALS

Mayor/IFA- Mayor Watson traveled to Anchorage for the Alaska Municipal League Conference. Mayor Watson attended the marijuana presentation and the PERS retirement discussion. The State is looking at a 3-4 billion dollar deficit. Mayor Watson will be traveling the 16th of December through the 12th of January. Jan Trojan asked about the veterans travel for IFA. Mayor Watson commented that the money is in place, but the VA is still working out procedures for veteran's travel. IFA travel is up over last year.

Administrator- Provided a written report. Jon and Brian just returned from Washington DC where they had a presentation in front of the Army Corps of Engineers Civil Works Review Board. Staff presented the small boat harbor project, which passed.

Treasurer- Absent excused.

Aquatic Manager- Provided a written report.

City Clerk- Provided a written report. Kassi also added that the next council meeting is scheduled for January 7th. Mayor Watson may be absent.

City Planner- Provided a written report. Mike Douville commented about Congressman Young's conversation with Brian regarding the observer program and new electronics used for the observer program. Brian explained that the electronic monitoring would take place instead of having a physical observer on board which would benefit the smaller fishing vessels with less room. Mike is looking for a simple solution that is cost effective, but is unsure exactly what that may be. Steve Silver is also looking into a plan C regarding the post office.

EMS Coordinator- Provided a written report.

Harbormaster- Absent Excused

Library- Provided a written report

Police Chief- Provided a written report

Public Works- Provided a written report.

Parks and Rec- Provided a written report. Victoria added that the bazaar was a success, and received no complaints. Victoria is working on a Christmas tree lighting ceremony for the tree in front of the Hill Bar. Parks and Public Facilities replaced the steps to the gym.

Parks and Public Facilities- Provided a written report.

Fire Chief- Kevin McDonald was present on behalf of the Craig Volunteer Fire Department. The CVFD had been called to a fire earlier in the evening. Kevin is stepping down from the running for the Fire Chief position. Kevin is aware that the department is in need of someone with more experience in this position. Kevin recommends replacing the equipment as well, as it is old and outdated.

READING OF CORRESPONDENCE

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

UNFINISHED BUSINESS

Update on State of Alaska marijuana regulations

Brian explained that the Planning Commission will be reviewing the draft ordinances for the City of Craig at the December 28th meeting. Brian did comment about two regulations that the council may consider. Jim See would like to consider opting out due to the results of the advisory vote on the ballot last October. Jim also urges the council to ban marijuana edibles from the City of Craig. Brian mentioned that the new regulations allow for marijuana consumption in marijuana retail establishments, and Jim commented that poses a problem for the police that are responsible for patrolling the establishments. Mayor Watson commented that the vote of the people on the ballot was in support of retail establishments, and the council should look at finding ways to do so. Greg Dahl would like for the council to keep the residents of PSN in mind, as they didn't have a say in the vote on the municipal ballot this year. Mayor Watson will work to draft an ordinance to go before the council regarding marijuana regulations in Craig.

NEW BUSINESS

Consider approval of Craig Police Department purchases

DAHL/PIERCE

moved to purchase a surplus US Forest Service law enforcement vehicle in the amount of \$8,200 with funding for the purchase coming from the Police Special CD fund.

MOTION CARRIED UNANIMOUSLY

DAHL/DOUVILLE

moved to purchase computer hardware and software to replace the failed STENCIL recording system in the amount of \$8,200 with funding for the purchase coming from the Police Special CD Fund and the Police Drug Reserve Fund.

MOTION CARRIED UNANIMOUSLY

Update on Cannery Property Harbor Project

Jon provided a memo on this agenda item and explained that due to the approval by the Civil Review Board, staff is looking for ideas to proceed with this large project. One of the next steps is eventually obtaining a match. Greg Dahl asked about the merits of going through Federal funding rather than State funding. Jon explained that going through Federal channels would be beneficial; however EDA and Army Corps programs require some non-federal matching funds. Mike Douville commented that it may be beneficial to do some maintenance on the existing docks in Craig.

Consider Deductive Change Order: Craig Aquatic Center Renovation Project

PIERCE/DAHL

moved to approve a deductive change order to the Craig Aquatic Center Renovation project to redesign the east wall to a 2-1/2” insulated metal panel structure, resulting in a project cost savings of \$6,300.

MOTION CARRIED UNANIMOUSLY

Consider additional equipment acquisition –Public Works

PIERCE/TROJAN

moved to approve the purchase of additional equipment for Public Works with funds out of the State Equipment Grant.

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

DOUVILLE/ DAHL

moved to adjourn at 8:14 p.m.

MOTION CARRIED

APPROVED _____

MAYOR DENNIS WATSON

ATTEST _____
KASSI BATEMAN, CITY CLERK



THE STATE
of **ALASKA**

GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

ALCOHOLIC BEVERAGE CONTROL BOARD

Sarah Daulton Oates
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
Phone: 907.269.0350
alcohol.licensing@alaska.gov

RECEIVED

December 11, 2015

DEC 16 2015

City of Craig
Attn: City Clerk
PO Box 275
Craig, AK 99921

**CITY OF CRAIG
CRAIG, ALASKA**

Re: Notice of 2016/2017 Liquor License Renewal Applications

Dear City Clerk,

We have received a renewal application for each of the following licenses within your jurisdiction:

| Lic. # | Doing Business As | License Type | Licensee | Premises Address |
|--------|-------------------------------|---------------------|-------------------|------------------|
| 283 | Craig, Inn | Beverage Dispensary | John B McKinley | 403 Water Street |
| 284 | Craig Inn Liquor | Package Store | John B McKinley | 403 Water Street |
| 746 | Loyal Order of Moose #1206 | Club | Craig Lodge #1206 | 601 Water Street |

A local governing body as defined under AS 04.21.080(b)(18) may protest the approval of an application(s) pursuant to AS 04.11.480 by providing the board and the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is arbitrary, capricious, and unreasonable. Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the

proposed premises and no variance of the regulation or ordinance has been approved, please notify our office and provide a certified copy of the regulation or ordinance if you have not previously done so.

Protest under AS 04.11.480 and the prohibition of sale or consumption of alcoholic beverages as required by zoning regulation or ordinance under AS 04.11.420(a) are two separate and distinct subjects. Please bear that in mind when responding to this notice.

AS 04.21.010(d), if applicable, requires the municipality to provide written notice to the appropriate community council(s).

If you wish to protest the application(s) referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information regarding local governing body protests, please refer to 3 AAC 304.145.

If you have any questions or concerns or require additional information, please feel free to contact our licensing unit at alcohol.licensing@alaska.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah", with a large, stylized loop at the end.

Sarah Daulton Oates

Records & Licensing Supervisor

sarah.oates@alaska.gov

Alcoholic Beverage Control Board
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501

Renewal Liquor License 2016/2017

Phone: (907) 269-0350
 Email: alcohol.licensing@alaska.gov
<http://commerce.alaska.gov/web/abc/Home.aspx>

License is: Full Year OR Seasonal If seasonal, list dates of operation: _____

| SECTION A - LICENSE INFORMATION | | |
|--|---|--|
| License Number: 283 | License Type: Beverage Dispensary | Statute Reference: Sec. 04.11.090 |
| Local Governing Body: Craig Unorganized Borough | | Community Council (if applicable): |
| Name of Licensee: John B McKinley | | Doing Business As (DBA): Craig Inn |
| Mailing Address: P.O. Box 1163 Craig, AK 99921 | | Street Address or Location of Premises: 403 Water Street |
| Phone: 907-826-3260 | Fax: 907-826-3261 | Email: Chanel - McKinley8@hotmail.com |

| SECTION B – OWNERSHIP INFORMATION – CORPORATION (if owner is a sole proprietor, skip to SECTION C) | | | | |
|--|-------|---|-----------------|------------------|
| <i>Corporations, LLCs, LLPs and LPs must be registered with the Alaska Division of Corporations.</i> | | | | |
| Name of Entity (Corporation/LLC/LLP/LP): John B McKinley | | | | |
| Is the Entity in "Good Standing" with the Alaska Division of Corporations? <input type="checkbox"/> Yes <input type="checkbox"/> No If no, attach written explanation. Your entity must be in compliance with Title 10 of the Alaska Statutes to be a valid liquor licensee. | | | | |
| Entity Members (Must include President, Secretary, Treasurer, Vice-President, Manager and Shareholder/Member with 10% or more of stock) | | | | |
| Name | Title | % | Mailing Address | Telephone Number |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| NOTE: If you need additional space, please attach a separate sheet. | | | | |

SECTION C – OWNERSHIP INFORMATION – SOLE PROPRIETORSHIP (INDIVIDUAL OWNER & SPOUSE)

Individual Licensees/Affiliates (The ABC Board defines an "affiliate" as the spouse or significant other of a licensee. Each affiliate must be listed.)

| | | | |
|--|---|-----------------------------|--|
| Name: <u>John B McKinley</u> Address: <u>P.O. Box 163</u> <u>Craig, AK 99921</u> Phone: <u>907-826-3260</u> | Applicant <input checked="" type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: <u>11/03/1946</u> | Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: |
| Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: | Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: |

SECTION D – SUPPLEMENTAL QUESTIONS

Was your business open at least 30 days for 8 hours each day in 2014? Yes No

Was your business open at least 30 days for 8 hours each day in 2015? Yes No

Has any person named in this application been convicted of a felony or Title 4 violation? Yes No
If yes, attach a written explanation.

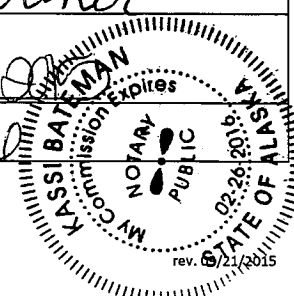
Has the licensed premises changed from the last diagram submitted? Yes No
If yes, attach a new diagram with designated premises areas outlined in red.

DECLARATION

- I declare under penalty of perjury that I have examined this application, including the accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct, and complete.
- I hereby certify that there have been no changes in officers or stockholders that have not been reported to the Alcoholic Beverage Control Board. The undersigned certifies on behalf of the organized entity, it is understood that a misrepresentation of fact is cause for rejection of this application or revocation of any license issued.
- I further certify that I have read and am familiar with Title 4 of the Alaska statutes and its regulations, and that in accordance with AS 04.11.450, no person other than the licensee(s) has any direct or indirect financial interest in the licensed business.
- I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.
- As a licensee (sole proprietor or partner), I certify that I have received Alaska alcohol server training and my certification is currently valid.
- As a corporate/LLC licensee, I certify that all agents and employees who serve, sell, or are otherwise responsible for the service, sale, or storage of alcoholic beverages have received Alaska alcohol server training and their certification is currently valid. I further certify that certain shareholders, officers, directors, or members of the entity who are not directly or indirectly responsible for the service, sale, or storage of alcoholic beverages are not Alaska alcohol server training certified and will not be required to be certified.
- As a licensee, I certify that all of my agents and employees tasked with patron identification verification have received alcohol server training and their certification is currently valid.

| | |
|--|-------------------|
| License Fee | \$ 2500.00 |
| Filing Fee | \$ 200.00 |
| TOTAL | \$ 2700.00 |
| Late Fee of \$500.00 – if received or postmarked after 12/31/2015 | \$ |
| Fingerprint Fee – \$49.75 per person (only for new owners/members) | \$ |
| GRAND TOTAL | \$ 2700.00 |

| | |
|--|--|
| Licensee Signature <u>John B. McKinley</u> | Printed Name & Title: <u>John B. McKinley Owner</u> |
| Notary Signature <u>[Signature]</u> | Subscribed and sworn to before me this <u>4th</u> day of <u>November</u> , 20 <u>15</u> |
| Notary Public in and for the State of: <u>AK</u> | My commission expires: <u>2/26/16</u> |



Alcoholic Beverage Control Board
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501

Renewal Liquor License 2016/2017

Phone: (907) 269-0350
 Email: alcohol.licensing@alaska.gov
<http://commerce.alaska.gov/web/abc/Home.aspx>

License is: Full Year OR Seasonal If seasonal, list dates of operation: _____

| SECTION A - LICENSE INFORMATION | | |
|--|---------------------------------------|--|
| License Number: 284 | License Type: Package Store | Statute Reference: Sec. 04.11.150 |
| Local Governing Body: Craig Unorganized Borough | | Community Council (if applicable): |
| Name of Licensee: John B McKinley | | Doing Business As (DBA): Craig Inn Liquor |
| Mailing Address: P.O. Box 163 Craig, AK 99921 | | Street Address or Location of Premises: 403 Water St |
| Phone: 907-826-3260 | Fax: 907-826-3261 | Email: Chanel_McKinleybs@hotmail.com |

| SECTION B – OWNERSHIP INFORMATION – CORPORATION (if owner is a sole proprietor, skip to SECTION C) | | | | |
|---|-------|------|-------------------------------|------------------|
| Corporations, LLCs, LLPs and LPs must be registered with the Alaska Division of Corporations. | | | | |
| Name of Entity (Corporation/LLC/LLP/LP): John B McKinley | | | | |
| Is the Entity in "Good Standing" with the Alaska Division of Corporations? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, attach written explanation. Your entity <i>must</i> be in compliance with Title 10 of the Alaska Statutes to be a valid liquor licensee. | | | | |
| Entity Members (Must include President, Secretary, Treasurer, Vice-President, Manager and Shareholder/Member with 10% or more of stock) | | | | |
| Name | Title | % | Mailing Address | Telephone Number |
| John B McKinley | Owner | 100% | P.O. Box 163, Craig, AK 99921 | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| NOTE: If you need additional space, please attach a separate sheet. | | | | |

SECTION C – OWNERSHIP INFORMATION – SOLE PROPRIETORSHIP (INDIVIDUAL OWNER & SPOUSE)

Individual Licensees/Affiliates (The ABC Board defines an "affiliate" as the spouse or significant other of a licensee. Each affiliate must be listed.)

| | | | |
|---|---|-----------------------------|--|
| Name: <u>John B McKinley</u> Address: <u>P.O. Box 163 Craig AK</u> Phone: <u>907-826-3260</u> | Applicant <input checked="" type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: <u>11-03-1946</u> | Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: |
| Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: | Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: |

SECTION D – SUPPLEMENTAL QUESTIONS

Was your business open at least 30 days for 8 hours each day in 2014? Yes No

Was your business open at least 30 days for 8 hours each day in 2015? Yes No

Has any person named in this application been convicted of a felony or Title 4 violation?
If yes, attach a written explanation. Yes No

Has the licensed premises changed from the last diagram submitted?
If yes, attach a new diagram with designated premises areas outlined in red. Yes No

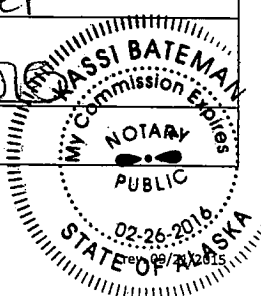
Do you intend to sell alcoholic beverages in response to a written order? Yes No

DECLARATION

- I declare under penalty of perjury that I have examined this application, including the accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct, and complete.
- I hereby certify that there have been no changes in officers or stockholders that have not been reported to the Alcoholic Beverage Control Board. The undersigned certifies on behalf of the organized entity, it is understood that a misrepresentation of fact is cause for rejection of this application or revocation of any license issued.
- I further certify that I have read and am familiar with Title 4 of the Alaska statutes and its regulations, and that in accordance with AS 04.11.450, no person other than the licensee(s) has any direct or indirect financial interest in the licensed business.
- I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.
- As a licensee (sole proprietor or partner), I certify that I have received Alaska alcohol server training and my certification is currently valid.
- As a corporate/LLC licensee, I certify that all agents and employees who serve, sell, or are otherwise responsible for the service, sale, or storage of alcoholic beverages have received Alaska alcohol server training and their certification is currently valid. I further certify that certain shareholders, officers, directors, or members of the entity who are not directly or indirectly responsible for the service, sale, or storage of alcoholic beverages are not Alaska alcohol server training certified and will not be required to be certified.
- As a licensee, I certify that all of my agents and employees tasked with patron identification verification have received alcohol server training and their certification is currently valid.

| | |
|---|-------------------|
| License Fee | \$ 1500.00 |
| Filing Fee | \$ 200.00 |
| TOTAL | \$ 1700.00 |
| Late Fee of \$500.00 – if received or postmarked after 12/31/2015 | \$ |
| Fingerprint Fee – \$49.75 per person (only for new owners/members) | \$ |
| GRAND TOTAL | \$1700.00 |

| | |
|---|--|
| Licensee Signature <u>John B. McKinley</u> | Printed Name & Title: <u>John B McKinley Owner</u> |
| Notary Signature <u>[Signature]</u> | Subscribed and sworn to before me this <u>4th</u> day of <u>November</u> 201 <u>6</u> |
| Notary Public in and for the State of <u>AK</u> | My commission expires: <u>2/26/16</u> |



Alcoholic Beverage Control Board
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501

Renewal Liquor License 2016/2017

Phone: (907) 269-0350
 Email: alcohol.licensing@alaska.gov
<http://commerce.alaska.gov/web/abc/Home.aspx>

License is: Full Year OR Seasonal If seasonal, list dates of operation: _____

| SECTION A - LICENSE INFORMATION | | |
|---|-----------------------|---|
| License Number: 746 | License Type: Club | Statute Reference: Sec. 04.11.110 |
| Local Governing Body: Craig Unorganized Borough | | Community Council (if applicable): |
| Name of Licensee: Craig Lodge #1206 | | Doing Business As (DBA): Loyal Order of Moose #1206 |
| Mailing Address: PO Box 113 CRAIG AK 99921 | | Street Address or Location of Premises: 601 Water Street |
| Phone: 907-826-3216 | Fax: 907-826-2912 | Email: Lodge1206@moose-hunts.org |

| SECTION B - OWNERSHIP INFORMATION - CORPORATION (If owner is a sole proprietor, skip to SECTION C) | | | | |
|--|---------|----|---------------------------|------------------|
| <i>Corporations, LLCs, LLPs and LPs must be registered with the Alaska Division of Corporations.</i> | | | | |
| Name of Entity (Corporation/LLC/LP/LP): Craig Lodge #1206 HARRY WILLIAMS ADMINISTRATOR CORP. NON-PROFIT | | | | |
| Is the Entity in "Good Standing" with the Alaska Division of Corporations? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, attach written explanation. Your entity must be in compliance with Title 10 of the Alaska Statutes to be a valid liquor licensee. | | | | |
| Entity Members (Must include President, Secretary, Treasurer, Vice-President, Manager and Shareholder/Member with 10% or more of stock) | | | | |
| Name | Title | % | Mailing Address | Telephone Number |
| | | NA | | |
| | | NA | | |
| Harry Williams | Admin | NA | PO Box 113 CRAIG AK 99921 | 907-826-2188 |
| | | NA | | |
| | | NA | | |
| Robert Sobieski | Sec/Man | NA | PO Box 283 CRAIG AK 99921 | 907-401-0151 |

NOTE: If you need additional space, please attach a separate sheet.

SECTION C – OWNERSHIP INFORMATION – SOLE PROPRIETORSHIP (INDIVIDUAL OWNER & SPOUSE)

Individual Licensees/Affiliates (The ABC Board defines an "affiliate" as the spouse or significant other of a licensee. Each affiliate must be listed.)

| | | | |
|-----------------------------|--|-----------------------------|--|
| Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: | Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: |
| Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: | Name: Address: Phone: | Applicant <input type="checkbox"/> Affiliate <input type="checkbox"/> Date of Birth: |

SECTION D – SUPPLEMENTAL QUESTIONS

Was your business open at least 30 days for 8 hours each day in 2014? Yes No

Was your business open at least 30 days for 8 hours each day in 2015? Yes No

Has any person named in this application been convicted of a felony or Title 4 violation? Yes No
If yes, attach a written explanation.

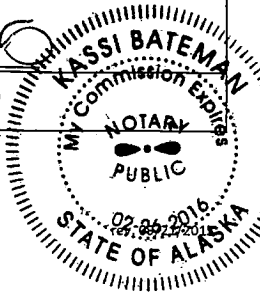
Has the licensed premises changed from the last diagram submitted? Yes No
If yes, attach a new diagram with designated premises areas outlined in red.

DECLARATION

- I declare under penalty of perjury that I have examined this application, including the accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct, and complete.
- I hereby certify that there have been no changes in officers or stockholders that have not been reported to the Alcoholic Beverage Control Board. The undersigned certifies on behalf of the organized entity, it is understood that a misrepresentation of fact is cause for rejection of this application or revocation of any license issued.
- I further certify that I have read and am familiar with Title 4 of the Alaska statutes and its regulations, and that in accordance with AS 04.11.450, no person other than the licensee(s) has any direct or indirect financial interest in the licensed business.
- I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.
- As a licensee (sole proprietor or partner), I certify that I have received Alaska alcohol server training and my certification is currently valid.
- As a corporate/LLC licensee, I certify that all agents and employees who serve, sell, or are otherwise responsible for the service, sale, or storage of alcoholic beverages have received Alaska alcohol server training and their certification is currently valid. I further certify that certain shareholders, officers, directors, or members of the entity who are not directly or indirectly responsible for the service, sale, or storage of alcoholic beverages are not Alaska alcohol server training certified and will not be required to be certified.
- As a licensee, I certify that all of my agents and employees tasked with patron identification verification have received alcohol server training and their certification is currently valid.

| | |
|---|-------------------|
| License Fee | \$ 1200.00 |
| Filing Fee | \$ 200.00 |
| TOTAL | \$ 1400.00 |
| Late Fee of \$500.00 – if received or postmarked after 12/31/2015 | \$ |
| Fingerprint Fee – \$49.75 per person (only for new owners/members) | \$ |
| GRAND TOTAL | \$ |

| | |
|--|--|
| Licensee Signature <i>Larry J William</i> | Printed Name & Title: Larry J William |
| Notary Signature <i>[Signature]</i> | Subscribed and sworn to before me this 2nd day of November 2015 |
| Notary Public in and for the State of: Alaska | My commission expires: 2/20/16 |



**CITY OF CRAIG
ORDINANCE NO. 678**

**ADDING SECTION 5.10 TO THE CRAIG MUNICIPAL CODE PROVIDING FOR THE
REGULATION OF COMMERCIAL RETAIL SALE, COMMERCIAL CULTIVATION,
COMMERCIAL MANUFACTURE AND PROCESSING, AND COMMERCIAL
TESTING OF MARIJUANA AND MARIJUANA PRODUCTS, AND ESTABLISHING A
PENALTY FOR VIOLATION; AND ADDING SECTION 9.91 TO THE CRAIG
MUNICIPAL CODE PROHIBITING PRODUCTION OF MARIJUANA
CONCENTRATES**

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

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

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

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

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

WHEREAS, Ballot Measure 2 – An Act to Tax and Regulate the Production, Sale and Use of Marijuana, and codified as Alaska Statutes 17.38, providing for the legalization of marijuana, was approved by Alaska voters on November 4, 2014, and certified on November 28, 2014 by the State of Alaska, Division of Elections; and

WHEREAS, Alaska Statutes 17.38 was amended by statute by the Twenty Ninth Alaska Legislature with the adoption of House Bill 123; and,

WHEREAS, newly enacted AS 17.38.110(a) states “A local government may prohibit the operation of marijuana cultivation facilities, marijuana product manufacturing facilities, marijuana testing facilities, or retail marijuana stores through the enactment of an ordinance or by a voter initiative”; and,

WHEREAS, newly enacted AS 17.38.110 (b) states “A local government may enact ordinances or regulations not in conflict with this chapter or with regulations enacted pursuant to this chapter, governing the time, place, manner and number of marijuana establishment operations”; and,

WHEREAS, the City of Craig held a municipal election on October 6, 2015 at which Craig voters cast ballots addressing advisory questions regarding regulation of the four commercial marijuana license types created by the adoption of Ballot Measure 2; and,

WHEREAS, voters advised at the October 6, 2015 municipal election that two commercial marijuana license types be prohibited in the City of Craig, and one commercial license type be permitted; and,

WHEREAS, Craig voters cast an equal amount of “yes” and “no” ballots on the fourth license type; and,

WHEREAS, media reports, peer reviewed studies and other research demonstrates that use of marijuana can have long-term detrimental effects on adults and youth alike; and,

WHEREAS, regulations adopted by the Alaska Marijuana Control Board, with authority derived from statutory language in Ballot Measure 2, require warning labels be placed on packaging containing marijuana and marijuana products that promulgate the deleterious effects of marijuana use; and,

WHEREAS, THC-bearing marijuana edibles, concentrates, and extractions pose a public health hazard meriting prohibition of their production, transport, and sale in Craig; and,

WHEREAS, in adopting this ordinance, it is neither the City of Craig’s intent nor desire to regulate, restrict, or prohibit licensed marijuana establishments outside the municipal boundaries of the City of Craig; and,

WHEREAS, the City of Craig exercises its authority under Alaska Statutes 29.25, AS 29.35, AS 29.40, and other relevant statutes; and AS 17.38.110(a) and (b) to prohibit and regulate commercial marijuana, by adding a new section to the Craig Municipal Code, Section 05.10, as follows:

5.10 Marijuana Establishments

5.10.010 Local Regulatory Authority

5.10.020 Marijuana Establishments Prohibited.

5.10.025 Registration Required

5.10.030 Limits on Number of Marijuana Establishments

5.10.035 Hours of Operation

5.10.040 Identification requirement to prevent sale to person under 21

5.10.045 Prohibition on Sale of Marijuana Edibles, Concentrates, and Extractions

5.10.050 Production of Marijuana Concentrates Prohibited

5.10.055 Prohibition on On-Site Consumption of Marijuana

5.10.060 Enforcement and Inspection

5.10.800 Definitions

5.10.900 Penalties for Violation

5.10.010 Local Regulatory Authority

A. The Craig City Council shall be the local regulating authority responsible for processing applications submitted for a registration to operate a marijuana establishment within the boundaries of the local government under AS 17.38.110(c).

B. Complete copies of applications required by the Marijuana Control Board for new licenses, license renewals, changes of ownership, and transfer of licenses shall be submitted by the license applicant to the Craig City Clerk on or before the same day that applications are submitted to the Marijuana Control Board. The City Clerk will provide for city council and city staff review of the application and comment to the Marijuana Control Board within the time limits set by the board.

C. License applications shall be reviewed by the Craig Building Official to ensure compliance with local zoning code, distances from facilities provided for in 3 AAC 306.010(a), and related municipal ordinances. The Craig Building Official will forward comments on each application to the city clerk for city council review.

D. License applications shall be reviewed by the Craig Police Department and comments will be sent to the city clerk for city council review.

5.10.020 Marijuana Establishments Prohibited.

Commercial marijuana cultivation, commercial marijuana manufacturing, and commercial marijuana testing facilities, as defined, licensed, or regulated by the Alaska Marijuana Control Board, are prohibited.

5.10.025 Registration Required

A. All marijuana establishments shall be registered with the city as required by Craig Municipal Code 3.08.170, and be compliant with the Title 18 of the Craig Municipal Code. A registration may be issued only when:

1. a valid license has been issued by the Alaska Marijuana Control Board; and,
2. the Craig Building Official certifies that the proposed marijuana establishment complies with Title 18 of the Craig Municipal Code.

5.10.030 Limits on Number of Marijuana Establishments

A. There shall be a limit on the number of licensed retail marijuana stores located within the municipal boundaries of the City of Craig as follows:

1. No more than two licensed retail marijuana stores.

5.10.035 Hours of Operation

A licensed retail marijuana store may not conduct any business on, or allow any consumer to access, the retail marijuana store's licensed premises between the hours of 3:00 a.m. and 8:00 a.m. each day.

5.10.040 Identification requirement to prevent sale to person under 21.

A. A licensed retail marijuana store shall refuse entry into the licensed premises to any person failing to produce a form of valid photo identification showing that person is 21 years of age or older. A valid form of identification includes:

1. an unexpired, unaltered passport;
2. an unexpired, unaltered driver's license; instruction permit, or identification card of any state or territory of the United States, the District of Columbia, or a province of Canada;
3. an identification card issued by a federal or state agency authorized to issue a driver's license or identification card.

B. A licensed retail marijuana store shall refuse to sell marijuana or a marijuana product to any person who does not produce a form of valid photo identification showing that person is 21 years of age or older.

5.10.045 Prohibition on Sale of Marijuana Edibles, Concentrates, and Other Products

No licensed retail marijuana store may sell, offer for sale, display, or possess any THC-bearing edible marijuana product, concentrate, inhalant, ointment, oil, or tincture within the city limits of Craig.

5.10.050 Production of Marijuana Concentrates Prohibited

A. No person may produce solvent based marijuana concentrate using the hydrocarbons N-butane, isobutene, propane, or heptane or other explosive or corrosive chemicals, solvents, or gases.

B. Any violation of this chapter is an infraction and shall be punished by the fine established in Craig Municipal Code 1.16.040 for violation of 9.90.010 of the Code.

C. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as such hereunder.

D. In this section, “concentrate”, “marijuana concentrate”, and “marijuana” have the meaning given in 3 AAC 306.990.

5.10.055 Prohibition on On-Site Consumption of Marijuana

No licensed retail marijuana store shall permit consumption of marijuana or a marijuana product on the licensed premises within the city limits of Craig. A licensed retail marijuana store is considered “public place” as the term is used at Craig Municipal Code 9.90.040.

5.10.060 Enforcement and Inspection

A. The Code Enforcement Officer shall be responsible for ensuring compliance, including all conditions of approval applied by state and local regulatory authorities, for marijuana establishments within the municipal boundaries of the City of Craig. The Craig Police Department shall assist the city’s code enforcement officer in the course of inspecting marijuana establishments, ensuring compliance with conditions of approval, and issuing citations for non-compliance of ordinances, regulations, and imposed license, zoning, and registration conditions.

B. It is unlawful for any licensee or employee of licensee to refuse a law enforcement officer, or Code Enforcement Officer, access to and inspection of all areas of a licensed premises.

5.10.800 Definitions

In this section,

- (1) “concentrate” or “marijuana concentrate” has the meaning given in 3 AAC 306.990;
- (2) “marijuana” and “marijuana products” has the meaning given in Alaska Statutes 17.38.900;
- (3) “marijuana establishment” and “licensed premises” means a commercial marijuana retail, cultivation, product manufacturing, or testing facility licensed by the State of Alaska under AS 17.38 and 3 AAC 306.
- (4) “THC” has the meaning given in 3 AAC 306.990.

- (5) “THC-bearing” means any product containing an amount equal to or greater than 0.01 milligrams of THC per gram of product, or 0.001% THC concentrate.

5.10.900 Penalties for Violation

A. Any violation of this chapter is an infraction and shall be punished by the fine established in Craig Municipal Code 1.16.040 for violation of 9.90.010 of the Code.

B. Each day such violation is committed or permitted to continue shall constitute a separate offense and shall be punishable as a separate offense.

C. Each sale in violation of Craig Municipal Code 5.10.035 shall constitute a separate offense and shall be punishable as a separate offense.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 14, 2016
RE: Ordinance No. 678

Attached you will find Ordinance No. 678. The ordinance adopts a new section into the Craig Municipal Code, Section 5.10, regulating commercial marijuana activities.

Below is a section-by-section summary of Ordinance No. 678.

Whereas clauses. The series of “Whereas” paragraphs are intended to provide context for and the authority to adopt into the city’s municipal code rules governing marijuana retail establishments. One of the “Whereas” clauses references “media reports, peer reviewed studies and other research” about marijuana use. I have a growing list of cites to these reports and studies in my office, and would be happy to share them with the council.

5.10.010 Local Regulatory Authority. Identifies the Craig City Council as the local entity responsible for regulating commercial marijuana activities in Craig. New statutory language established through the approval of Ballot Measure 2 allows for a local government to establish a local regulatory authority. Designating the council as the local regulatory authority eliminates any doubt regarding the council’s authority to address local commercial marijuana activities. It also makes the city eligible to receive one-half of the registration application fee that commercial marijuana establishment applicants must pay to the State of Alaska. This section also requires that any person sending a marijuana establishment license application to the State of Alaska also send a copy to the City of Craig, and provides for review of the license application by city staff and the city council.

5.10.020 Marijuana Establishments Prohibited. Prohibits the operation of commercial marijuana cultivation, manufacturing, and testing facilities. This section is based on the results of last fall’s public advisory vote on the municipal ballot.

5.10.025 Registration Required. Commercial operations must register with the City of Craig per CMC 3.08.170. This section requires the same action for marijuana establishments. A city registration may be issued when a proposed licensed marijuana facility is compliant with the city’s zoning code and receives a state license.

5.10.030 Limits on Number of Marijuana Establishments. The ordinance limits the number of retail marijuana license establishments in Craig to two. Given the uncertainty about the market response to the legalization of commercial marijuana, this section provides for competition among retail commercial stores while giving the community a mechanism to respond deliberately to future demands from the industry.

5.10.035 Hours of Operation. Requires retail marijuana establishments to close to the public between the hours of 3:00 a.m. and 8:00 a.m. The city enforces the same regulation as to businesses that sell alcohol.

5.10.040 Identification requirement to prevent sale to person under 21. Requires that any person entering a retail marijuana establishment present a photo identification showing that the person is at least 21 years old. The language as to what constitutes a valid photo identification is copied from state regulation.

5.10.045 Prohibition on Sale of Marijuana Edibles, Concentrates, and Other Products. Prohibits the sale of certain THC-bearing marijuana products. This section does not prohibit sale of marijuana products intended for smoking or for use in food made at home. The listed products in this section may be sold in a marijuana retail store if they contain trace amounts of THC. This section does not regulate the sale of marijuana products that contain concentrations of cannabinoids other than THC.

5.10.050 Production of Marijuana Concentrates Prohibited. In order to avoid explosions resulting from careless attempts to produce concentrated marijuana products using butanes and other explosive fuels, this section makes illegal the activity of using flammable/explosive hydrocarbons to produce concentrated marijuana products.

5.10.055 Prohibition on On-Site Consumption of Marijuana. Prohibits on-site consumption of marijuana products, including what are commonly called “smoking clubs”, whether that consumption is by smoking, eating, or another means of consumption. This section includes a reference to a an ordinance adopted by the council about a year ago, codified at CMC 9.90.040, that identifies commercial establishments as public places where marijuana consumption is prohibited.

5.10.060 Enforcement and Inspection. The means of enforcing the provisions of this ordinance are provided here.

5.10.800 Definitions. Most of the terms defined here carry the same definitions found in Alaska Statutes and regulations regarding commercial marijuana. In defining what constitutes “THC-bearing” for the purposes of section 5.10.045, the ordinance includes measurements of THC that will apparently not cause psychoactive affects, and that can be accurately measured by a licensed marijuana testing facility.

5.10.900 Penalties for Violation. Citations issued for violation of 5.10 of the CMC are tied to the existing penalty schedule already established in the city’s municipal code.

The State of Alaska continues to work toward implementation of Ballot Measure 2, approved by a statewide vote in 2014. The Alaska Lt. Governor’s office faces a January 24 deadline to act on draft state regulations prepared by the Alaska Marijuana Control Board (MCB). If the Lt. Governor approves those regulations, they will take effect February 24, 2016. If the regulations are sent back to the MCB then adoption of final regulations will be delayed, and any local regulations in place shall govern commercial marijuana activities.

Because Ordinance No. 678 relies in part upon the adoption of regulations proposed by the State of Alaska, the adoption of those regulations is a material issue here. The council will know the outcome of the Lt. Governor's review by Monday, January 25. That date falls between the proposed ordinance's first and second readings, which provides time for the city to respond to either the state's adoption or rejection of the draft regulations.

Recommendation

Approve Ordinance No. 678 at first reading.



Date: January 5, 2016

To: Mayor & City Council

From: Joyce Mason

Re: FY16 Shared Fisheries Business Tax

Resolution 16.01 requests the Alternative Allocation Method for the FY16 Shared Fisheries Business Tax payment from the Department of Commerce. The allocation method allocates 50% of the fish tax on an even distribution and 50% of the fish tax to be prorated by population. The total estimate for the FY16 tax was provided by the Department of Commerce. The second page of the resolution lists the estimate for the communities of Prince of Wales Island. The Department of Commerce has estimated the City of Craig will receive \$4,942.51. This is approximately half the amount the city received last year.

This resolution is presented to the Council each year.

Recommendation:

Approve Resolution 16-01, Adopting the Alternative Allocation Method for the FY16 Shared Fisheries Business Tax for the Southern Southeast Fisheries Management Area.

**CITY OF CRAIG
RESOLUTION 16-01**

**A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE
FY16 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT
THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF
SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 19:
SOUTHERN SOUTHEAST**

WHEREAS, AS29.60.450 requires that for a municipality to participate in the FY16 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce that the municipality suffered significant effects during calendar year 2014 from fisheries business activities; and,

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

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

WHEREAS, The City of Craig proposes to use an alternative allocation method for allocation of FY16 funding available within the Southern Southeast in agreement with all other municipalities in this area participating in the FY16 Shared Fisheries Business Tax Program;

NOW THEREFORE BE IT RESOLVED THAT: The City of Craig by this resolution certifies that the following alternative allocation method fairly represents the distribution of significant effect during 2014 of fisheries business activity in the Southern Southeast Fisheries Management Area.

Estimated FY16 Fish Tax Payments

FMA 19: Southern Southeast Area

| | | | |
|---------------------|--------------|--------------|----------------|
| | Total | | |
| Alternative Method* | Allocation | 50% Divided | 50% per capita |
| | \$ 50,392.30 | \$ 25,196.15 | \$ 25,196.15 |

| Community | Population | 50% divided share | 50% per capita share | Calculated Allocation |
|------------------------|---------------|---------------------|----------------------|-----------------------|
| Craig | 1,198 | \$ 3,149.52 | \$ 1,792.99 | \$ 4,942.51 |
| Hydaburg | 405 | \$ 3,149.52 | \$ 606.14 | \$ 3,755.66 |
| Kasaan | 75 | \$ 3,149.52 | \$ 112.25 | \$ 3,261.77 |
| Ketchikan Borough | 5,092 | \$ 3,149.52 | \$ 7,620.96 | \$ 10,770.47 |
| Ketchikan | 8,314 | \$ 3,149.52 | \$ 12,443.17 | \$ 15,592.69 |
| Klawock | 802 | \$ 3,149.52 | \$ 1,200.32 | \$ 4,349.83 |
| Saxman | 419 | \$ 3,149.52 | \$ 627.10 | \$ 3,776.62 |
| Thorne Bay | 530 | \$ 3,149.52 | \$ 793.23 | \$ 3,942.74 |
| Totals | 16,835 | \$ 25,196.15 | \$ 25,196.15 | \$ 50,392.30 |
| Community Count | 8 | | | |

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

PASSED and Approved this 21th day of January, 2016.

ATTEST

 MAYOR DENNIS WATSON

 Kassie Bateman, Clerk

**CITY OF CRAIG
RESOLUTION 16-02**

ADOPTING PRINCE OF WALES COMMUNITY ADVISORY COUNCIL
RESOLUTION 16-01 PRIORITIZING DOT/PF ROAD PRIORITIES FOR PRINCE OF
WALES ISLAND

WHEREAS, the Prince of Wales Community Advisory Council is made up of
representatives from each community and Federally-recognized Tribe on Prince of Wales
Island; and,

WHEREAS, the Prince of Wales Community Advisory Council acts on behalf of
Prince of Wales communities on issues that include transportation; and,

WHEREAS, the Prince of Wales Community Advisory Council adopted its
Resolution 16-01 in November, 2015; and,

WHEREAS, said resolution prioritizes road projects on Prince of Wales Island for
2015; and,

WHEREAS, POWCAC resolutions must be adopted by the governing bodies of a
majority of its members.

NOW, THEREFORE, BE IT RESOLVED that the City of Craig hereby adopts
POWCAC Resolution 16-01, a copy of which is attached.

Adopted this 21st day of January, 2016.

Mayor Dennis Watson

ATTEST _____
Kassi Bateman, City Clerk

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: November 25, 2014
RE: Resolution 16-02

Attached you will find City of Craig Resolution 16-02. The resolution adopts Prince of Wales Community Advisory Council Resolution 16-01 which the POWCAC membership approved in November 2015.

Each year, POWCAC prioritizes island transportation projects and sets the priorities out in a resolution. The resolution, once approved, is sent to Alaska DOT/PF and other agencies, where they ostensibly use it to earmark funding for island projects. Most of the projects are from the prior year's resolution. I should note here that funding is in place to complete the Hydaburg Road resurfacing project, and the Naukati Bay Road project.

POWCAC Resolution 16-01 is similar to those adopted by the organization in prior years. The resolution retains priority projects from last year, and emphasizes the need for those projects to the incoming Walker Administration. As it has done in prior years, POWCAC unanimously agreed to focus attention on the need for an operating subsidy to the Interisland Ferry Authority, and that request is the first item called out in the resolution.

As the council will recall, POWCAC resolutions become effective only after they are approved by a majority of governing bodies of the participating communities. Craig is one of the participating POWCAC communities.

Recommendation

Adopt Resolution 16-02.

PRINCE OF WALES COMMUNITY ADVISORY COUNCIL RESOLUTION No. 16-01

A JOINT RESOLUTION BY AND BETWEEN THE COMMUNITIES OF THE PRINCE OF WALES COMMUNITY ADVISORY COUNCIL (POWCAC) SETTING TRANSPORTATION PRIORITIES FOR PRINCE OF WALES ISLAND FOR 2016

WHEREAS, the Prince of Wales Community Advisory Council acts in an advisory capacity for participating communities on Prince of Wales Island; and,

WHEREAS, the representatives from the Alaska Department of Transportation and Public Facilities have discussed proposed road projects for Prince of Wales Island and have suggested that communities on the island develop a consensus of road projects priorities for inclusion in the State of Alaska's STIP, Public Forest Service Roads Program, and the Bureau of Indian Affairs Roads Program; and,

WHEREAS, the Prince of Wales Community Advisory Council has discussed road needs on Prince of Wales Island and recommends that the following projects and priorities be adopted by the Island communities and submitted to the Alaska Department of Transportation and Public Facilities for inclusion in the State's planning and prioritization process; and,

NOW, THEREFORE, BE IT RESOLVED that the communities of the Prince of Wales Community Advisory Council hereby adopt the following regional transportation projects and priorities for roads on Prince of Wales Island:

FOREMOST TRANSPORTATION PRIORITY

| <u>Priority</u> | <u>Project Name</u> | <u>Project Description</u> |
|-----------------|-------------------------------------|---|
| 1. | Operational Support to IFA | Continue annual appropriation in the State of Alaska General Fund operating budget. |
| 2. | Roads and Trails vegetation control | Mechanical not Chemical means for controlling noxious and/or invasive plants. |

SURFACE TRANSPORTATION PRIORITIES

| <u>Priority</u> | <u>Project Name</u> | <u>Project Description</u> |
|-----------------|---------------------------|--|
| 1. | Kasaan Road | Phase I-Goose Creek to Tolstoi Bay; Phase II-Tolstoi Bay to Kasaan: Upgrade to a two-lane road at 35 mph design speed. Surface with D1 and asphalt. The road is critical to Kasaan and carries school bus traffic, daily commuting from S. Thorne Bay to the balance of Prince of Wales Island, and industrial truck traffic, making upgrade of the right of way priority. |
| 2. | Resurfacing Hydaburg Road | Redesign, straighten, and resurface the Hydaburg Road to provide safe driving conditions. |
| 3. | Naukati Bay Road | Upgrade and pave Naukati Bay access road between the North POW Road and the Naukati Seaplane Float. |

- | | | |
|----|-----------------------------|---|
| 4. | Whale Pass Road | Upgrade and pave the Neck Lake and Twin Island roads to create a suitable road base for El Capitan Cave and north island traffic loop through Whale Pass. |
| 5. | Sandy Beach Road | Upgrade and reconstruct between Thorne Bay and Coffman Cove. Evaluate merits of construction of the low elevation Eagle Creek road segment. |
| 6. | Ratz Harbor-Eagle Creek Rd. | Construct a low elevation road between Ratz Harbor and Eagle Creek. |

AIR TRANSPORTATION PRIORITIES

- | <u>Priority</u> | <u>Project Name</u> | <u>Project Description</u> |
|-----------------|---------------------------|---|
| 1. | Frank Peratrovich Airport | Construct/install improvements detailed in the airport master plan, and provide a public parking facility. Address invasive plant species issues. |

ROADS TO RESOURCES

- | <u>Priority</u> | <u>Project Name</u> | <u>Project Description</u> |
|-----------------|----------------------------------|---|
| 1. | POW Minerals and Hydropower Road | Construct road access to POW mine and hydro-electric project sites, including Reynolds Creek, Niblack Mine, and Bokan Mountain sites. |

ALTERNATIVE TRANSPORTATION PRIORITIES

- | <u>Priority</u> | <u>Project Name</u> | <u>Project Description</u> |
|-----------------|--|---|
| 1. | IFA Terminal & Clark Bay Float Plane Dock Parking area | Expand the public parking area shared by IFA and State of Alaska for passengers using the IFA and Clark Bay Floatplane Dock facilities. |
| 2. | Coffman Cove and South Mitkof Terminal Modifications | Modification to allow both Rainforest Ferry Authority and IFA vessels to dock at both terminals. |
| 3. | Community Transit System | Establish an Island-wide bus system to connect communities and transportation hubs. |

NON-MOTORIZED FACILITY PRIORITIES

- | | | |
|----|---------------------|--|
| 1. | IFA Covered Walkway | Construct covered pedestrian walkway at the Ketchikan Terminal 3. |
| 2. | Craig-Klawock Path | Construct a multi-use path for 4.7 miles along the uphill side of the highway between Craig and Klawock. |
| 3. | Multiple Use Paths | Construct multi-use paths along the mainline road system Prince of Wales Island. |

4. POW Discovery/Visitor Center Planning, design, and construction of a POW Discovery/visitor's center.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Bureau of Indian Affairs, US Forest Service and FHWA Western Federal Lands Division in Vancouver, Washington, Alaska Department of Transportation and Public Facilities, Governor Bill Walker, Senator Bert Stedman, Rep. Dan Ortiz, Rep. Jonathan Kreiss-Tomkins, and other members of the Alaska Legislature that represent Southeast Alaska communities.

PASSED AND APPROVED this 17th day of November, 2015 by the Prince of Wales Community Advisory Council.

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 14, 2016
RE: Capital Projects Resolution

Attached you will find Resolution 16-03. The resolution identifies the city's capital project needs for 2004.

The council regularly adopts a capital projects resolution to guide lawmakers as they write capital project budgets. Listing out city priorities is useful in identifying what projects are important to Craig. It also allows legislators to match local priorities with existing or proposed funding programs.

While the state's economic woes are well known, and will likely lead to essentially a zero discretionary capital budget again this year, it is in our interest to make sure state officials in Juneau are aware of other needs here.

Resolution 16-03 is updated from the capital projects resolution that the council adopted a year ago, a copy of which is attached for your reference. I have eliminated from the proposed current year list a few items from the 2015 list, including debt relieve for POW Hatchery Association, and expansion of the POW Health Care Center. I also suggest reprioritizing some of the projects, including moving the POWER Building renovation work and library expansion higher up the priority list due to ongoing efforts to make these projects eligible for other funding.

As always, the council is free to reprioritize the list as it sees fit prior to approval.

Recommendation

After council discussion, adopt Resolution 16-03.

CITY OF CRAIG
RESOLUTION 16-03
Establishing Capital Projects for 2016

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

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

WHEREAS, the Craig City Council has identified certain capital improvement project priorities for the City of Craig for calendar year 2015.

NOW, THEREFORE, BE IT RESOLVED that the following projects, set forth in order of priority, are established as the City of Craig's top priorities for capital improvement projects for calendar year 2015:

| | |
|---|--------------|
| 1. Craig Street Improvements | \$ 1,000,000 |
| 2. Public Works Heavy Equipment Storage | \$ 400,000 |
| 3. Public Safety Building Construction | \$ 4,000,000 |
| 4. Development of Cannery property & Harbor Construction | \$12,000,000 |
| 5. POWER Building Renovation/Construction | \$ 200,000 |
| 6. Library Expansion Design and Engineering | \$ 150,000 |
| 7. Wastewater System Upgrades – design and construction | \$ 600,000 |
| 8. Water System Upgrades – design and construction | \$ 500,000 |
| 9. Aquatic Center Repairs, Upgrade and Expansion | \$ 1,000,000 |
| 10. Complete Phase II Improvements in Klawock Airport Master Plan | \$ 2,650,000 |
| 11. Covered Work Area Building (Harbor Department) | \$ 300,000 |
| 12. Float Plane Terminal Access and Parking | \$ 500,000 |
| 13. Connect Craig Tribal Hall to Wood Boiler | \$ 500,000 |
| 14. Community Quota Entity quota share purchase | \$ 150,000 |
| 15. Craig-Klawock Separated Bike Path | \$ 4,100,000 |
| 16. Public Works Equipment Purchase, Phase II | \$ 350,000 |

APPROVED: January 21, 2016.

Dennis Watson, Mayor

ATTEST _____
Kassi Bateman , City Clerk

CITY OF CRAIG
RESOLUTION 15-02
Establishing Capital Projects for 2015

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


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

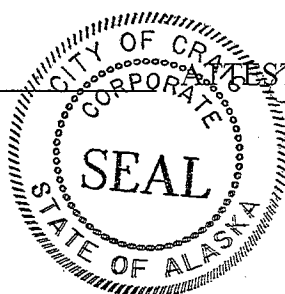
WHEREAS, the Craig City Council has identified certain capital improvement project priorities for the City of Craig for calendar year 2015.


NOW, THEREFORE, BE IT RESOLVED that the following projects, set forth in order of priority, are established as the City of Craig's top priorities for capital improvement projects for calendar year 2015:

- | | |
|---|--------------|
| 1. Craig Street Improvements | \$ 1,000,000 |
| 2. Public Works Heavy Equipment Purchase (Phase II) | \$ 350,000 |
| 3. Public Works Heavy Equipment Storage | \$ 400,000 |
| 4. Public Safety Building Construction | \$ 4,000,000 |
| 5. Development of Cannery property & Harbor Construction | \$12,000,000 |
| 6. Wastewater Pump Station Replacement | \$ 850,000 |
| 7. Prince of Wales Healthcare Building Expansion – Design/Construct | \$ 1,250,000 |
| 8. Aquatic Center Repairs, Upgrade and Expansion | \$ 1,000,000 |
| 9. Complete Phase II Improvements in Klawock Airport Master Plan | \$ 2,650,000 |
| 10. Covered Work Area Building (Harbor Department) | \$ 300,000 |
| 11. Debt Relief – POW Hatchery Association | \$ 500,000 |
| 12. Float Plane Terminal Access and Parking | \$ 500,000 |
| 13. Connect Craig Tribal Hall to Wood Boiler | \$ 500,000 |
| 14. Library Expansion Design and Engineering | \$ 150,000 |
| 15. Community Quota Entity quota share purchase | \$ 150,000 |
| 16. Craig-Klawock Separated Bike Path | \$ 4,100,000 |
| 17. POWER Building Renovation/Construction | \$ 200,000 |

APPROVED: January 15, 2015.


Dennis Watson, Mayor




Kassi Bateman, City Clerk

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 15, 2016
RE: January Staff Report

1. Craig Child Care Center Closure

The Craig Child Care Center is currently closed. I am told that there are problems with staff securing state licenses needed to work at the center. Other problems may exist as well.

Some background information for the council is probably useful here. The City of Craig owns the Craig Child Care Center building, and leases the building to the non-profit Craig Child Care Center Inc. for \$1 per year. In return the corporation is to offer child care services to the general public. Some of the corporation's clients receive a subsidy from the State of Alaska to defray some of the cost of child care that the center provides. While the corporation has existed for more than twenty years, the board of directors and staff at the facility change regularly as children age out of the facility and enter local schools, and as newborns and new families in the area and begin bringing their children to the facility.

I have a call into the state licensing division to find out more about what is happening at the facility. I also have a call into the director of the center and am waiting for a reply. I will also attempt to reach board members at the non-profit to see if there is a way that the city can help to reopen the center.

2. POWCAC Meeting

The Prince of Wales Community Advisory Council meets again on January 26 in Thorne Bay. I have yet to see an agenda but I expect the topics of discussion will include more input on the borough study, among other topics. As I reported to the council in December, Coffman Cove city administrator Misty Fitzpatrick is the POWCAC chair for 2016. Misty has already developed a web site (<http://www.powcac.org/>) that the public can access to find information about the borough study.

3. Craig Aquatic Center Renovation

Representatives from the projects' general Contractor, CBC Construction, were in Craig last week to take final measurements of the building in preparation for getting submittals to the architect and then ordering materials. Work still scheduled to begin in earnest on May 1.

4. Craig Cable

Craig Cable TV is in arrears to the City of Craig for tens of thousands of dollars due to lack of filing and remitting sales tax and lease payments. The city recently received an Entry of Default decision from the Craig District Court after Craig Cable failed to respond meaningfully to our prior court filings to secure payment of the debt. City staff will continue to take steps to secure judgement and ultimately payment of the amount

owed by the company. Given that Craig Cable has failed to live up to the terms of the lease it holds with the City of Craig, staff may also elect to move to cancel the lease.

5. Request for Proposals

The city currently has several RFPs posted. They include:

- a. Cost recovery efforts for Port St. Nicholas king salmon. This project solicits an operator to fish for hatchery king salmon returning to PSN. Funds from this effort offset the cost of operating the hatchery facility. Proposals are due January 25.
- b. Community Garden Activities. The POW Health Network offered a \$5,000 grant to the City of Craig to make improvements to the community garden. Last year approximately 25 beds were maintained at the garden site on Water Tower Road. The city hopes that funding from the health network will make improvements to the site, including greenhouses, upgraded beds, and other changes. Proposals are due January 21.
- c. Fire Hall Annex. Bids from general contractors to construct the annex building are due January 26.

6. Harbor Repairs

Staff is readying a request for design/build proposals for two projects downtown. The first is to make repairs to the City Dock. As the council may recall, a pile cap beam failed last summer, leaving a portion of the dock unsafe for vehicle traffic. The beam requires replacement in order to make the dock fully functional for the wide range of uses it is subject to. The second project is to make repairs to the old fuel dock due to damage from the Ruth Ann's fire last month. Most of the first 100' of the dock must be replaced in order to make the dock useable again for this summer's fishing season. I plan to bid these two projects together since the work for both is so similar, and in hopes of making the project big enough to attract multiple bids.

7. SPC Meeting

Staff from Seafood Producers Cooperative called recently to discuss a meeting date with city staff in January. The company would like to discuss renewing for 2016 the ice house labor agreement from last year, and again address finding a long-term facility in Craig so that the company can find a buying station other than the temporary use they make at the City Dock.

8. Craig Court

I am told that the State of Alaska will delay moving the Craig Court to renovated space in Klawock for a few months. The state originally planned on moving in February 1, 2016. City of Craig staff still intends to arrange for Craig Police Department officers to make electronic appearances to the new court space in order to avoid making multiple trips to Klawock each week. We had focused initially on constructing a small building in the back parking lot of the Craig PD, and while that is still an option it seems more likely at this point that staff will elect to remodel part of the old clinic building to meet this need.

9. Travel Schedule

March 15-16: SE conference mid-Winter Meeting, Juneau



Date: January 14, 2016
To: Mayor & City Council
From: Joyce Mason
Re: Monthly Report

The December 31 revenue and expense reports are available for the January 21, 2016 council meeting.

The sales tax for the summer months ending September 30 were down 10% from last year. The revenue for the second quarter will not be available till January 31. The initial returns that have been submitted are reporting less receipts than last year.

The city did receive the annual fish tax. The amount of \$342,739.21 which is \$28,000 more than last year.

The departments' expenditure budgets are stressed this year. There have been some large unexpected needs this year such as wood boiler, fire equipment, and the totem park upgrade.

The ice house continues to need extensive maintenance but on a positive note the revenue for the ice sales is 40% higher than in past years. The revenue to date is \$93,144 and the expenses are about the same.

Thank you for your support and please contact me if you have any questions.

City of Craig
Cash Balances
12/31/2015

General Fund

| | |
|----------------------------|---------------------|
| Deposit Clearing Account | 12,119.01 |
| Checking - First Bank | 2,580,554.05 |
| Checking - Wells Fargo | 86,967.73 |
| Petty Cash | 300.00 |
| Petty Cash-Harbors | 200.00 |
| Petty Cash- Aquatic Center | 250.00 |
| Petty Cash - Police | 150.00 |
| Petty Cash- Library | 50.00 |
| Specail Recreation Savings | <u>1,937.89</u> |
| Total | <u>2,682,528.68</u> |

Enterprise Fund

| | |
|-------------------------|-------------------|
| Debt Service Savings | 14,964.38 |
| Water & Wastewater Cash | 4,461.12 |
| Harbor Reserve MM Acct. | <u>101,465.81</u> |
| Total | <u>120,891.31</u> |

Endowment

| | |
|--|---------------------|
| Cash Held Endowment | 42,310.45 |
| CD Invest, Endowment | 502,013.19 |
| Fixed Inc. Investment Endowment | 2,923,946.03 |
| Accr. Int., Endowment | 23,750.00 |
| Equity Invest., Endowment | 4,297,320.89 |
| Unrealized Gain/Loss Endowment | (8,166.82) |
| Unrealized Gain/Loss Equity, Endowment | <u>1,863,554.24</u> |
| Total | <u>9,644,727.98</u> |

Restricted Fund

| | |
|-------------------------------|---------------------|
| Cash, , Police Fund | 4,068.86 |
| Cash Evidence, Police | 4,388.90 |
| Police Petty Cash | 5,000.00 |
| Cash | 277,337.42 |
| Cash Aquatic Center Bond Fund | 2,009,750.48 |
| MM Hatchery Funds | 11,365.98 |
| MM Park Funds | 12,571.36 |
| Fish Quota Funds | 15,471.14 |
| MM POW Clinic Funds | 35,731.79 |
| CD Investment, Police Fund | 14,644.95 |
| MM INVEST MUNI LAND | 537,069.03 |
| CASH MMkt NFR -School FB | 858,818.81 |
| CD /NFR SCHOOL ProEquities | <u>3,076,288.52</u> |
| Total | <u>6,862,507.24</u> |

City of Craig

Revenue and Expense MTD and YTD

December 31, 2015

| | Y-T-D Current Year | Y-T-D Encumbrance | Total | Budget | Variance | Total Prior Yr. Actual |
|-----------------------------------|-----------------------|----------------------|-------------------|-------------------|-------------------|---------------------------|
| 11 Administration | | | | | | |
| Total Personnel Expenses | 138,997.00 | 0.00 | 138,997.00 | 292,697.00 | 153,700.00 | 289,464.57 |
| Total Personnel Benefits Expenses | 60,760.47 | 0.00 | 60,760.47 | 146,948.00 | 86,187.53 | 258,513.29 |
| Total Contract Expenses | 49,806.03 | 0.00 | 49,806.03 | 136,600.00 | 86,793.97 | 200,457.52 |
| Personnel Misc Expenses | 11,048.37 | 2,328.25 | 13,376.62 | 17,795.00 | 4,418.38 | 10,900.58 |
| Material & Supplies Expenses | 6,332.85 | 0.00 | 6,332.85 | 11,200.00 | 4,867.15 | 20,220.00 |
| Utilities Expenses | 7,516.45 | 0.00 | 7,516.45 | 17,500.00 | 9,983.55 | 15,348.72 |
| Maintenance Expenses | 1,273.62 | 0.00 | 1,273.62 | 4,308.00 | 3,034.38 | 2,326.06 |
| Misc Expenses | 21,305.58 | (454.61) | 20,850.97 | 27,590.00 | 6,739.03 | 36,951.07 |
| Capital Expenses | 2,726.79 | 0.00 | 2,726.79 | 1,000.00 | (1,726.79) | 29,444.21 |
| Total Expenditures | 299,767.16 | 1,873.64 | 301,640.80 | 655,638.00 | 353,997.20 | 863,626.02 |
| 12 Council | | | | | | |
| Total Personnel Expenses | 6,769.25 | 0.00 | 6,769.25 | 14,700.00 | 7,930.75 | 15,152.62 |
| Total Personnel Benefits Expenses | 45,404.89 | 0.00 | 45,404.89 | 87,308.00 | 41,903.11 | 114,391.79 |
| Total Contract Expenses | 375.00 | 0.00 | 375.00 | 2,500.00 | 2,125.00 | 744.84 |
| Personnel Misc Expenses | 8,248.68 | 604.80 | 8,853.48 | 7,925.00 | (928.48) | 8,509.38 |
| Material & Supplies Expenses | 213.65 | 0.00 | 213.65 | 150.00 | (63.65) | 435.90 |
| Utilities Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Maintenance Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Misc Expenses | (50.75) | 0.00 | (50.75) | 715.00 | 765.75 | 52.00 |
| Capital Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Expenditures | 60,960.72 | 604.80 | 61,565.52 | 113,298.00 | 51,732.48 | 139,286.53 |
| 13 Planning | | | | | | |
| Total Personnel Expenses | 27,895.99 | 0.00 | 27,895.99 | 47,848.00 | 19,952.01 | 50,757.12 |
| Total Personnel Benefits Expenses | 14,539.77 | 0.00 | 14,539.77 | 36,333.00 | 21,793.23 | 52,488.49 |
| Total Contract Expenses | 179.40 | 0.00 | 179.40 | 0.00 | (179.40) | 322.30 |
| Personnel Misc Expenses | 3,326.84 | 0.00 | 3,326.84 | 500.00 | (2,826.84) | 313.08 |
| Material & Supplies Expenses | 140.95 | 0.00 | 140.95 | 1,050.00 | 909.05 | 336.92 |
| Utilities Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Maintenance Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Misc Expenses | 462.00 | 0.00 | 462.00 | 1,220.00 | 758.00 | 644.50 |
| Capital Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 610.96 |
| Total Expenditures | 46,544.95 | 0.00 | 46,544.95 | 86,951.00 | 40,406.05 | 105,473.37 |
| 14 Parks & Facilities | | | | | | |
| Total Personnel Expenses | 68,049.66 | 0.00 | 68,049.66 | 121,583.00 | 53,533.34 | 109,527.11 |
| Total Personnel Benefits Expenses | 36,415.09 | 0.00 | 36,415.09 | 78,056.00 | 41,640.91 | 104,154.68 |
| Total Contract Expenses | 3,033.67 | 0.00 | 3,033.67 | 7,200.00 | 4,166.33 | 5,154.84 |

City of Craig

Revenue and Expense MTD and YTD

December 31, 2015

| | Y-T-D Current Year | Y-T-D Encumbrance | Total | Budget | Variance | Total Prior Yr. Actual |
|-----------------------------------|-----------------------|----------------------|-------------------|-------------------|-------------------|---------------------------|
| Personnel Misc Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,039.50 |
| Material & Supplies Expenses | 12,774.72 | 6,600.00 | 19,374.72 | 5,800.00 | (13,574.72) | 7,745.60 |
| Utilities Expenses | 7,820.54 | 0.00 | 7,820.54 | 13,000.00 | 5,179.46 | 15,369.92 |
| Maintenance Expenses | 4,671.89 | (196.00) | 4,475.89 | 0.00 | (4,475.89) | 13,833.45 |
| Misc Expenses | 3,172.19 | 0.00 | 3,172.19 | 10,133.00 | 6,960.81 | 5,321.40 |
| Capital Expenses | 49,758.47 | 203.95 | 49,962.42 | 50,000.00 | 37.58 | 1,713.36 |
| Total Expenditures | 185,696.23 | 6,607.95 | 192,304.18 | 285,772.00 | 93,467.82 | 266,859.86 |
| 15 Public Works | | | | | | |
| Total Personnel Expenses | 57,394.51 | 0.00 | 57,394.51 | 128,385.00 | 70,990.49 | 104,162.64 |
| Total Personnel Benefits Expenses | 38,414.31 | 0.00 | 38,414.31 | 91,956.00 | 53,541.69 | 114,171.59 |
| Total Contract Expenses | 336.00 | 0.00 | 336.00 | 500.00 | 164.00 | 518.75 |
| Personnel Misc Expenses | 189.00 | 0.00 | 189.00 | 1,675.00 | 1,486.00 | 0.00 |
| Material & Supplies Expenses | 11,519.49 | 892.26 | 12,411.75 | 17,540.00 | 5,128.25 | 20,236.62 |
| Utilities Expenses | 7,403.64 | 0.00 | 7,403.64 | 18,600.00 | 11,196.36 | 17,016.56 |
| Maintenance Expenses | 16,925.82 | (4,171.63) | 12,754.19 | 17,000.00 | 4,245.81 | 21,196.22 |
| Misc Expenses | 2,166.89 | 300.24 | 2,467.13 | 5,029.00 | 2,561.87 | 3,949.14 |
| Capital Expenses | 1,153.80 | 0.00 | 1,153.80 | 1,500.00 | 346.20 | 3,896.10 |
| Total Expenditures | 135,503.46 | (2,979.13) | 132,524.33 | 282,185.00 | 149,660.67 | 285,147.62 |
| 16 Police | | | | | | |
| Total Personnel Expenses | 266,728.60 | 0.00 | 266,728.60 | 509,465.00 | 242,736.40 | 491,508.49 |
| Total Personnel Benefits Expenses | 159,263.18 | 0.00 | 159,263.18 | 361,172.00 | 201,908.82 | 488,066.66 |
| Total Contract Expenses | 1,567.12 | 0.00 | 1,567.12 | 1,000.00 | (567.12) | 3,850.69 |
| Personnel Misc Expenses | 2,989.56 | 0.00 | 2,989.56 | 2,000.00 | (989.56) | 5,044.68 |
| Material & Supplies Expenses | 32,222.01 | 1,822.98 | 34,044.99 | 38,900.00 | 4,855.01 | 50,736.70 |
| Utilities Expenses | 9,855.39 | 0.00 | 9,855.39 | 25,518.00 | 15,662.61 | 21,904.53 |
| Maintenance Expenses | 57.75 | 0.00 | 57.75 | 1,000.00 | 942.25 | 2,643.43 |
| Misc Expenses | 9,146.47 | 0.00 | 9,146.47 | 16,805.00 | 7,658.53 | 12,006.07 |
| Capital Expenses | 1,908.37 | 0.00 | 1,908.37 | 1,000.00 | (908.37) | 529.00 |
| Total Expenditures | 483,738.45 | 1,822.98 | 485,561.43 | 956,860.00 | 471,298.57 | 1,076,290.25 |
| 17 EMS | | | | | | |
| Total Personnel Expenses | 41,891.54 | 0.00 | 41,891.54 | 91,924.00 | 50,032.46 | 87,526.91 |
| Total Personnel Benefits Expenses | 18,900.85 | 0.00 | 18,900.85 | 53,129.00 | 34,228.15 | 41,474.74 |
| Total Contract Expenses | 1,270.09 | 0.00 | 1,270.09 | 3,748.00 | 2,477.91 | 4,613.73 |
| Personnel Misc Expenses | 847.37 | 0.00 | 847.37 | 3,800.00 | 2,952.63 | 4,122.47 |
| Material & Supplies Expenses | 7,100.84 | 82.65 | 7,183.49 | 15,400.00 | 8,216.51 | 17,677.01 |
| Utilities Expenses | 2,451.04 | 0.00 | 2,451.04 | 5,300.00 | 2,848.96 | 5,405.50 |
| Maintenance Expenses | 942.86 | 0.00 | 942.86 | 1,000.00 | 57.14 | 3,524.06 |

City of Craig

Revenue and Expense MTD and YTD

December 31, 2015

| | Y-T-D Current Year | Y-T-D Encumbrance | Total | Budget | Variance | Total Prior Yr. Actual |
|-----------------------------------|-----------------------|----------------------|------------------|-------------------|-------------------|---------------------------|
| Misc Expenses | 1,356.00 | 0.00 | 1,356.00 | 3,260.00 | 1,904.00 | 2,133.45 |
| Capital Expenses | 4,685.33 | (2,435.00) | 2,250.33 | 1,000.00 | (1,250.33) | 3,293.33 |
| Total Expenditures | 79,445.92 | (2,352.35) | 77,093.57 | 178,561.00 | 101,467.43 | 169,771.20 |
| 18 Fire Department | | | | | | |
| Total Personnel Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel Benefits Expenses | 822.36 | 0.00 | 822.36 | 4,186.00 | 3,363.64 | 998.35 |
| Total Contract Expenses | 0.00 | 0.00 | 0.00 | 4,200.00 | 4,200.00 | 4,369.25 |
| Personnel Misc Expenses | 2,909.23 | 636.65 | 3,545.88 | 2,100.00 | (1,445.88) | 375.00 |
| Material & Supplies Expenses | 3,475.14 | (642.65) | 2,832.49 | 1,400.00 | (1,432.49) | 3,526.18 |
| Utilities Expenses | 2,044.56 | (48.00) | 1,996.56 | 3,800.00 | 1,803.44 | 5,143.10 |
| Maintenance Expenses | 448.25 | (396.50) | 51.75 | 2,000.00 | 1,948.25 | 25.38 |
| Misc Expenses | 1,410.00 | 0.00 | 1,410.00 | 4,000.00 | 2,590.00 | 2,532.00 |
| Capital Expenses | 759.50 | 0.00 | 759.50 | 10,371.00 | 9,611.50 | 0.00 |
| Total Expenditures | 11,869.04 | (450.50) | 11,418.54 | 32,057.00 | 20,638.46 | 16,969.26 |
| 19 Library | | | | | | |
| Total Personnel Expenses | 35,158.33 | 0.00 | 35,158.33 | 63,017.00 | 27,858.67 | 70,594.13 |
| Total Personnel Benefits Expenses | 10,044.55 | 0.00 | 10,044.55 | 14,010.00 | 3,965.45 | 31,604.73 |
| Total Contract Expenses | 470.00 | 0.00 | 470.00 | 0.00 | (470.00) | 2,247.75 |
| Personnel Misc Expenses | 160.00 | (100.00) | 60.00 | 235.00 | 175.00 | 1,656.29 |
| Material & Supplies Expenses | 12,174.97 | (140.07) | 12,034.90 | 9,650.00 | (2,384.90) | 17,384.54 |
| Utilities Expenses | 2,765.95 | 0.00 | 2,765.95 | 8,460.00 | 5,694.05 | 5,910.83 |
| Maintenance Expenses | 14.36 | 0.00 | 14.36 | 1,000.00 | 985.64 | 1,032.82 |
| Misc Expenses | 258.00 | 0.00 | 258.00 | 803.00 | 545.00 | 388.00 |
| Capital Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Expenditures | 61,046.16 | (240.07) | 60,806.09 | 97,175.00 | 36,368.91 | 130,819.09 |
| 24 Recreation | | | | | | |
| Total Personnel Expenses | 18,405.64 | 0.00 | 18,405.64 | 45,291.00 | 26,885.36 | 40,656.35 |
| Total Personnel Benefits Expenses | 13,025.07 | 0.00 | 13,025.07 | 30,780.00 | 17,754.93 | 48,692.54 |
| Total Contract Expenses | 1,849.87 | 0.00 | 1,849.87 | 2,500.00 | 650.13 | 2,020.25 |
| Personnel Misc Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Material & Supplies Expenses | 2,507.53 | 0.00 | 2,507.53 | 1,700.00 | (807.53) | 2,414.78 |
| Utilities Expenses | 4,546.22 | 0.00 | 4,546.22 | 16,000.00 | 11,453.78 | 11,687.75 |
| Maintenance Expenses | 0.00 | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 0.00 |
| Misc Expenses | 1,170.00 | 0.00 | 1,170.00 | 3,411.00 | 2,241.00 | 2,376.13 |
| Capital Expenses | 0.00 | 0.00 | 0.00 | 2,000.00 | 2,000.00 | 5,432.64 |

City of Craig

Revenue and Expense MTD and YTD

December 31, 2015

| | Y-T-D Current Year | Y-T-D Encumbrance | Total | Budget | Variance | Total Prior Yr. Actual |
|-----------------------------------|-----------------------|----------------------|-------------------|-------------------|-------------------|---------------------------|
| Total Expenditures | <u>41,504.33</u> | <u>0.00</u> | <u>41,504.33</u> | <u>102,682.00</u> | <u>61,177.67</u> | <u>113,280.44</u> |
| 25 Aquatic Center | | | | | | |
| Total Personnel Expenses | 59,402.05 | 0.00 | 59,402.05 | 167,213.00 | 107,810.95 | 139,465.13 |
| Total Personnel Benefits Expenses | 29,572.35 | 0.00 | 29,572.35 | 105,982.00 | 76,409.65 | 114,608.23 |
| Total Contract Expenses | 3,652.56 | 0.00 | 3,652.56 | 4,000.00 | 347.44 | 11,189.11 |
| Personnel Misc Expenses | 202.00 | 1,273.70 | 1,475.70 | 14,969.00 | 13,493.30 | 3,706.20 |
| Material & Supplies Expenses | 29,471.24 | 1,696.38 | 31,167.62 | 15,000.00 | (16,167.62) | 19,391.99 |
| Utilities Expenses | 52,173.83 | 0.00 | 52,173.83 | 126,700.00 | 74,526.17 | 107,010.24 |
| Maintenance Expenses | 3,979.06 | 126.24 | 4,105.30 | 7,500.00 | 3,394.70 | 8,907.91 |
| Misc Expenses | 3,159.10 | 0.00 | 3,159.10 | 7,365.00 | 4,205.90 | 5,835.99 |
| Capital Expenses | <u>98,252.33</u> | <u>0.00</u> | <u>98,252.33</u> | <u>135,500.00</u> | <u>37,247.67</u> | <u>132,563.87</u> |
| Total Expenditures | <u>279,864.52</u> | <u>3,096.32</u> | <u>282,960.84</u> | <u>584,229.00</u> | <u>301,268.16</u> | <u>542,678.67</u> |
| 31 PSN Hatchery | | | | | | |
| Total Personnel Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel Benefits Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Contract Expenses | 30,321.94 | 0.00 | 30,321.94 | 35,000.00 | 4,678.06 | 39,233.27 |
| Personnel Misc Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Material & Supplies Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Utilities Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 85.97 |
| Maintenance Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 75.00 |
| Misc Expenses | 42.00 | 0.00 | 42.00 | 0.00 | (42.00) | 0.00 |
| Capital Expenses | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Total Expenditures | <u>30,363.94</u> | <u>0.00</u> | <u>30,363.94</u> | <u>35,000.00</u> | <u>4,636.06</u> | <u>39,394.24</u> |
| 99 Inter Governmental Transfers | | | | | | |
| Total Personnel Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Personnel Benefits Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Contract Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Personnel Misc Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Material & Supplies Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Utilities Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Maintenance Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Misc Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Capital Expenses | <u>1,426.65</u> | <u>0.00</u> | <u>1,426.65</u> | <u>0.00</u> | <u>(1,426.65)</u> | <u>(88,412.92)</u> |
| Total Expenditures | <u>1,426.65</u> | <u>0.00</u> | <u>1,426.65</u> | <u>0.00</u> | <u>(1,426.65)</u> | <u>(88,412.92)</u> |

City of Craig

Revenue and Expense MTD and YTD

December 31, 2015

| | M-T-D Current Year | Y-T-D Current Year | Y-T-D Encumbrance | Total | Budget | Variance | Total Prior Yr. Actual |
|---|-----------------------|-----------------------|----------------------|-----------------------|-----------------------|------------------------|---------------------------|
| 21 Sewer | | | | | | | |
| Revenue | | | | | | | |
| Sewer Service Fees | 21,261.52 | 134,859.10 | 0.00 | 134,859.10 | 293,000.00 | (158,140.90) | 270,604.64 |
| Sewer Service/ Nonmetered | 372.00 | 2,884.80 | 0.00 | 2,884.80 | 0.00 | 2,884.80 | 10,274.00 |
| Sewer Interest Revenue | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 11.67 |
| PERS Relief - Sewer | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 36,046.17 |
| Total Revenue | 21,633.52 | 137,743.90 | 0.00 | 137,743.90 | 293,000.00 | (155,256.10) | 316,936.48 |
| Expenses | | | | | | | |
| Total Personnel Expenses | 6,188.14 | 39,043.55 | 0.00 | 39,043.55 | 105,915.00 | 66,871.45 | 83,005.62 |
| Total Personnel Benefits Expenses | 3,240.17 | 20,126.99 | 0.00 | 20,126.99 | 58,817.00 | 38,690.01 | 76,266.19 |
| Total Contract Expenses | 292.80 | 1,991.41 | 0.00 | 1,991.41 | 6,700.00 | 4,708.59 | 6,903.15 |
| Personnel Misc Expenses | 940.00 | 1,050.00 | 0.00 | 1,050.00 | 1,725.00 | 675.00 | 299.99 |
| Material & Supplies Expenses | 694.99 | 3,805.68 | 158.58 | 3,964.26 | 12,900.00 | 8,935.74 | 9,721.40 |
| Utilities Expenses | 3,888.54 | 18,573.89 | 0.00 | 18,573.89 | 32,700.00 | 14,126.11 | 36,803.15 |
| Maintenance Expenses | 120.96 | 209.72 | 0.00 | 209.72 | 20,500.00 | 20,290.28 | 22,310.31 |
| Misc Expenses | 658.44 | 3,582.70 | 0.00 | 3,582.70 | 6,806.00 | 3,223.30 | 7,815.50 |
| Capital Expenses & Debt | 1,114.00 | 63,121.04 | 0.00 | 63,121.04 | 59,996.00 | (3,125.04) | 7,267.57 |
| Total Expenses | 17,138.04 | 151,504.98 | 158.58 | 151,663.56 | 306,059.00 | 154,395.44 | 250,392.88 |
| Excess Revenue Over (Under) Expenditures | \$ 4,495.48 | \$ (13,761.08) | \$ (158.58) | \$ (13,919.66) | \$ (13,059.00) | \$ (309,651.54) | \$ 66,543.60 |
| 22 Water | | | | | | | |
| Revenue | | | | | | | |
| Water Service/Metered | 19,904.12 | 145,485.14 | 0.00 | 145,485.14 | 285,000.00 | (139,514.86) | 268,760.10 |
| Water Service / Nonmetered | 410.46 | 3,060.84 | 0.00 | 3,060.84 | 7,200.00 | (4,139.16) | 9,628.06 |
| Material Sales, Water | 0.00 | 780.00 | 0.00 | 780.00 | 1,000.00 | (220.00) | 7,541.31 |
| Reconnection Fee, Water | 0.00 | 25.00 | 0.00 | 25.00 | 500.00 | (475.00) | 1,460.08 |
| Turn-Off Notice Fee | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | (1,000.00) | 100.00 |
| PERS Relief - Water | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 59,826.77 |
| Total Revenue | 20,314.58 | 149,350.98 | 0.00 | 149,350.98 | 294,700.00 | (145,349.02) | 347,316.32 |
| Expenses | | | | | | | |
| Total Personnel Expenses | 12,753.35 | 75,594.55 | 0.00 | 75,594.55 | 115,232.00 | 39,637.45 | 132,676.69 |
| Total Personnel Benefits Expenses | 6,024.11 | 34,744.24 | 0.00 | 34,744.24 | 61,469.00 | 26,724.76 | 123,013.87 |
| Total Contract Expenses | 0.00 | 6,523.30 | 0.00 | 6,523.30 | 5,000.00 | (1,523.30) | 9,859.70 |
| Personnel Misc Expenses | 417.50 | 1,037.50 | 0.00 | 1,037.50 | 2,190.00 | 1,152.50 | 1,200.19 |
| Material & Supplies Expenses | 503.50 | 20,088.71 | 2,347.70 | 22,436.41 | 41,400.00 | 18,963.59 | 50,375.04 |
| Utilities Expenses | 5,233.43 | 24,986.50 | 0.00 | 24,986.50 | 62,100.00 | 37,113.50 | 55,579.80 |
| Maintenance Expenses | 80.00 | 3,599.72 | 2,617.00 | 6,216.72 | 10,200.00 | 3,983.28 | 8,937.43 |
| Misc Expenses | 670.44 | 3,904.70 | 0.00 | 3,904.70 | 7,585.00 | 3,680.30 | 7,140.00 |
| Capital Expenses & Debt | 0.00 | 15,310.21 | 1,289.00 | 16,599.21 | 26,580.00 | 9,980.79 | 44,252.54 |
| Total Expenses | 25,682.33 | 185,789.43 | 6,253.70 | 192,043.13 | 331,756.00 | 139,712.87 | 433,035.26 |
| Excess Revenue Over (Under) Expenditures | \$ (5,367.75) | \$ (36,438.45) | \$ (6,253.70) | \$ (42,692.15) | \$ (37,056.00) | \$ (285,061.89) | \$ (85,718.94) |

City of Craig

Revenue and Expense MTD and YTD

December 31, 2015

| | M-T-D Current Year | Y-T-D Current Year | Y-T-D Encumbrance | Total | Budget | Variance | Total Prior Yr. Actual |
|---|-----------------------|-----------------------|----------------------|--------------------|--------------------|------------------------|---------------------------|
| 23 Garbage | | | | | | | |
| Revenue | | | | | | | |
| GARBAGE COLLECTION FEES | 23,462.40 | 146,618.40 | 0.00 | 146,618.40 | 310,000.00 | (163,381.60) | 304,925.78 |
| DUMPSTER RENTAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,605.00 |
| PERS Relief - Garbage | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 27,027.96 |
| Total Revenue | 23,462.40 | 146,618.40 | 0.00 | 146,618.40 | 310,000.00 | (163,381.60) | 336,558.74 |
| Expenses | | | | | | | |
| Total Personnel Expenses | 3,140.88 | 16,332.67 | 0.00 | 16,332.67 | 32,898.00 | 16,565.33 | 62,532.26 |
| Total Personnel Benefits Expenses | 2,492.67 | 12,783.88 | 0.00 | 12,783.88 | 29,013.00 | 16,229.12 | 63,584.49 |
| Total Contract Expenses | 14,953.36 | 107,965.20 | 0.00 | 107,965.20 | 226,500.00 | 118,534.80 | 216,680.95 |
| Personnel Misc Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 1,500.00 | 2,166.38 |
| Material & Supplies Expenses | 406.35 | 4,482.57 | 0.00 | 4,482.57 | 12,200.00 | 7,717.43 | 9,121.67 |
| Utilities Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Maintenance Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 | 2,500.00 | 2,176.48 |
| Misc Expenses | 506.44 | 2,670.69 | 0.00 | 2,670.69 | 2,910.00 | 239.31 | 4,946.23 |
| Capital Expenses & Debt | 0.00 | 14.03 | 0.00 | 14.03 | 0.00 | (14.03) | 77.14 |
| Total Expenses | 21,499.70 | 144,249.04 | 0.00 | 144,249.04 | 307,521.00 | 163,271.96 | 361,285.60 |
| Excess Revenue Over (Under) Expenditures | \$ 1,962.70 | \$ 2,369.36 | \$ 0.00 | \$ 2,369.36 | \$ 2,479.00 | \$ (326,653.56) | \$ (24,726.86) |
| 27 Harbor | | | | | | | |
| Revenue | | | | | | | |
| Moorage, Permanent | (153.56) | 74,646.90 | 0.00 | 74,646.90 | 75,000.00 | (353.10) | 70,208.88 |
| Moorage, Transient | 3,679.10 | 52,177.84 | 0.00 | 52,177.84 | 95,000.00 | (42,822.16) | 110,037.72 |
| Storage Container Fees | 0.00 | 300.00 | 0.00 | 300.00 | 14,000.00 | (13,700.00) | 23,400.00 |
| Outside Storage Fees | 325.00 | 2,200.00 | 0.00 | 2,200.00 | 7,000.00 | (4,800.00) | 6,406.43 |
| Equipment Rental | 0.00 | 495.00 | 0.00 | 495.00 | 1,000.00 | (505.00) | 1,655.00 |
| Crane User Fees | 75.00 | 1,695.00 | 0.00 | 1,695.00 | 6,000.00 | (4,305.00) | 4,102.50 |
| Shower Operations | 80.00 | 1,009.00 | 0.00 | 1,009.00 | 2,000.00 | (991.00) | 493.00 |
| Wharfage | 23.05 | 482.47 | 0.00 | 482.47 | 2,000.00 | (1,517.53) | 1,395.86 |
| Launch Ramp Fees | 0.00 | 454.98 | 0.00 | 454.98 | 2,000.00 | (1,545.02) | 2,537.83 |
| Power Moorage | 792.00 | 5,276.00 | 0.00 | 5,276.00 | 12,500.00 | (7,224.00) | 12,015.95 |
| Grid/Vessel Pump, Assist | 112.50 | 195.00 | 0.00 | 195.00 | 1,000.00 | (805.00) | 830.90 |
| Boat Houlout Harbor | 860.00 | 9,755.00 | 0.00 | 9,755.00 | 28,000.00 | (18,245.00) | 27,333.70 |
| Miscellaneous Revenue | 0.00 | 2,256.44 | 0.00 | 2,256.44 | 6,000.00 | (3,743.56) | 10,247.50 |
| PERS Relief - Harbor | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 35,184.02 |
| Total Revenue | 5,793.09 | 150,943.63 | 0.00 | 150,943.63 | 251,500.00 | (100,556.37) | 305,849.29 |
| Expenses | | | | | | | |
| Total Personnel Expenses | 7,349.31 | 55,329.80 | 0.00 | 55,329.80 | 118,184.00 | 62,854.20 | 109,139.24 |
| Total Personnel Benefits Expenses | 5,411.33 | 35,786.15 | 0.00 | 35,786.15 | 78,269.00 | 42,482.85 | 100,218.43 |
| Total Contract Expenses | 100.00 | 3,710.00 | 0.00 | 3,710.00 | 0.00 | (3,710.00) | 2,758.64 |
| Personnel Misc Expenses | 0.00 | 2,736.04 | (24.99) | 2,711.05 | 2,895.00 | 183.95 | 2,823.60 |
| Material & Supplies Expenses | 1,167.19 | 11,661.47 | 0.00 | 11,661.47 | 11,760.00 | 98.53 | 16,985.14 |

City of Craig

Revenue and Expense MTD and YTD

December 31, 2015

| | M-T-D Current Year | Y-T-D Current Year | Y-T-D Encumbrance | Total | Budget | Variance | Total Prior Yr. Actual |
|--|-----------------------|-----------------------|----------------------|--------------------|----------------------|----------------------|---------------------------|
| Total Contract Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 2,000.00 | 870.22 |
| Personnel Misc Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Material & Supplies Expenses | 18.02 | 190.11 | 0.00 | 190.11 | 300.00 | 109.89 | 0.00 |
| Utilities Expenses | 327.46 | 2,172.98 | 0.00 | 2,172.98 | 2,100.00 | (72.98) | 3,334.66 |
| Maintenance Expenses | 109.00 | 483.48 | 6.30 | 489.78 | 2,725.00 | 2,235.22 | 2,053.05 |
| Misc Expenses | 2.00 | 12.00 | 0.00 | 12.00 | 335.00 | 323.00 | 6.37 |
| Capital Expenses & Debt | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 2,000.00 | 0.00 |
| Total Expenses | <u>456.48</u> | <u>2,858.57</u> | <u>6.30</u> | <u>2,864.87</u> | <u>9,460.00</u> | <u>6,595.13</u> | <u>6,264.30</u> |
| Excess Revenue Over (Under) Expenditures | <u>\$ (306.48)</u> | <u>\$ (628.57)</u> | <u>\$ (6.30)</u> | <u>\$ (634.87)</u> | <u>\$ (8,460.00)</u> | <u>\$ (5,365.13)</u> | <u>\$ 2,310.70</u> |

City Of Craig

Memorandum

To: Mayor Denis Watson, and the Craig City Council

From: Jessica Holloway, Aquatic Center Manager

Date: December 23, 2015

Re: December Report

This was the last month that we hosted the extra swim lessons. The last session went great and ALL of the 2-5 year olds were able to float by the end of the class. Most of the kids in this set of lessons were repeat lessons. Floating may not seem like a big milestone but for the kids it was. They were very excited with their accomplishment. When the bulk of these kids started lessons just getting them to get into the pool and get their heads wet was a chore. I am hoping to do a few sessions before we close for the summer but that is going to depend of staffing. School lessons are done until winter break is over. When school resumes we have 2 more classes (1 month) of lessons and we will be closing out the lessons for Craig Schools. Klawock is scheduled for two weeks in February, I have not heard back from any other schools that were sent letters about our closer.

Two new people have been hired. I am still looking for two more. Nicole Robison has been hired as the replacement to Kristy as the Head Lifeguard. Joaquin Ibarra and Cailin Bailey have been hired on as part time guards. With Nicole working the morning shifts my hours have lowered substantially. This is a good thing. I am now working a more manageable schedule and am able to cover evening shifts if need be without it turning in to an open to close shift. Matt Tipton is planning on leaving for school at the end of March so I will be looking for a replacement for him as well.

During winter break the pool has the extra open swim from 1pm-2:30pm. That has been going well. It hasn't been crazy busy but there has been patrons in the pool. With the holidays approaching this does not surprise me. The pool will be closing early on Christmas Eve and then will be closed for the full weekend following that. We will also be closed early on New Year's Eve at 6 pm and will be closed for the rest of the weekend as well. We are looking forward to the little break 😊.

We all hope you had a great Christmas and a Happy New Year. !!!!!!!

If there are any questions or concerns, please email or call us

Jessica Holloway

Aquatic Manager

City of Craig Memorandum

Date: December 29, 2015
To: Mayor Watson and Craig City Council
From: Kassi Bateman, City Clerk
Re: Clerks Report

Cemetery

The new crosses for the cemetery are assembled and engraved. Volunteers are working to paint the letters this week, and Doug Ward hopes to have the updated crosses installed in February. Thank you to all the volunteers for their hard work.

Newsletter

Staff will begin preparing a newsletter proof this week. If you have any items that should be added to the winter 2016 newsletter, please let me know.

11/23/15-12/20/15

Submitted by: Kimberly Baxter

Volunteer Hours: 119

Patron Visits: 1,070

Circulation: 2,112

Computer Usage: 341

3D Printer Usage: 8

Tests Proctored: 3

Meetings: 1

Programs:

Minecraft – Every Monday at 3pm

Preschool Storytime - Every Friday at 10 am

Craig Child Care Center Story Time – Every Tuesday at 10 am

Book Club 11/14/15

Maker Camp (with Parks and Rec.) –Every Wednesday at 3pm

3D Printer Class 11/25/15 presented by the Rice Family

Preschool Story Time Parent Chat with Brynn Bolling of Community Connections

#HackCPL 12/12/15 Technology Club

Videoconference: Pickling and Fermenting 12/12/15

Cookie Swap 12/13/15

Videoconference: Kitchen Chemistry 12/15/15

Winter Reading Scavenger Hunt 12/01/15-1/31/16

Upcoming Events:

Scan and Cut Demonstration for Quilt Guild 12/05/16

Videoconference: Living in the Ring of Fire 12/06/16

Videoconference: Your Heart, Your Health – 4 part series 1/7, 1/14, 1/21, 2/4

Parent Chat with Brynn Bolling 1/08

#HackCPL 1/09 – Making iMovies

Videoconference: Yes It Is Rocket Science 1/12

National Rubber Ducky Day 1/13/15

Videoconference: Eat or Be Eaten in Alaska 1/13/15

Videoconference: Scientists in Action, Sea Lion Monitoring 1/20

Videoconference: The Scoop on Poop

Winter Reading Scavenger Hunt through 1/31/16

The library's laptops are being made available for in-library use during regular open hours. This is especially popular with the student patrons, who enjoy coming in after school to play online games. This has also expanded the access to Minecraft to everyday. We will still keep the program going on Mondays. The library has 10 laptops for public use.

An additional preschool story time has been added every Tuesday for the Craig Child Care Center. We look forward to their visits for stories and crafts!

**CITY OF CRAIG
MEMORANDUM**



Date: January 7, 2016
To: Honorable Dennis Watson, Craig City Council
Fr: RJ Ely, Police Chief
Re: Staff Report / December 2015

RJ Ely

ACTIVITY

Activity from October 30, 2015 through November 25, 2015. Dispatch Center took the following amount of calls for service:

| | | | |
|---------|-----|----------------|-------|
| Craig | 711 | Total for 2015 | 9,900 |
| Klawock | 185 | | 3,320 |
| AST | 11 | | 196 |

DEPARTMENT OF MOTOR VEHICLES

Traci & Lee have completed new training requirements for CDL Testing.

Still working on obtaining a Testing Computer, for all Driver Classifications, which will not only speed up testing, but save in paper/tonner.

DISPATCHER(S)

Am in process of interviewing candidates for the Part Time / Fill In Dispatch Position and hope to have position filled, soon.

OFFICER(S)

Officer Page is set to attend the Academy, Sitka in February.

OTHER

New Stencil System has been installed, working great and have a trainer coming in late January, first of February to hold training on newest features.

World Eye Cam System has been repaired and working fine. Warranty covered repair costs and software.

All officers have received training on TraCS / Accident Reporting systems. All equipment has been installed into vehicles and officers are now using this hardware/software for issuing citations and completing/filing accident reports.

Dodge Durango and Dodge Truck should be placed into service, January 2016. All that is needed, to complete and put into service is CPD Stripping Kits.

Memo

To: Mr. Mayor, Craig City Council

From: Ron McIntosh, Public Works Director

CC: Jon Bolling, City Administrator

Date: January 15, 2016

Re: Public Works Council Report for January 21, 2016

Activities and status:

1. North Fork Dam. Final Punch List Items have been completed. The project is in the final completion process with the Engineer.
2. The updated Phase 4 Paving plans are due back from the Engineer 1/22/2016. Upon review, public review and comment will be scheduled to begin.

Public Works continues to address day to day operations and issues. If you have any questions or any specific issues, please feel free to contact me.

Thank you,

RCMc



Parks & Public Facilities

1/15/2016

Staff Report - December 2015

To: Craig Mayor and City Council

From: Douglas Ward

Projects completed:

- Overhaul main lap pool injection pump.
- Replace front entrance steps to city gym.
- We spent the last two weeks of December cleaning, repairing, and streamlining the PPF main shop. We enclosed the office space, sorted through tools, equipment and materials. We consolidated and grouped all inventory parts and supplies. We did not complete an actual inventory due to time constraints. With the organization and consolidation, we do know what we have on hand and can verify whether we have an item before purchasing a new one. This should eliminate buying new parts that we already have on hand, due to disorganization. At some point we will complete an actual inventory.

Projects currently in progress:

- Cemetery Cross replacement. Red Casteel has completed assembling all the crosses. We are grateful for his contribution of time and effort. All markers have been engraved with names. Material for the anchors is ordered .
- Removal of "Widow Makers" and leaning trees at Sandy Beach access and trail (weather permitting)
- We installed an LED bulb in a fixture at the aquatic center for testing. This test replaces a 1000 watt HPS and associated components with a 60 watt LED bulb. This test is for looking at lighting solutions for the upcoming aquatic center renovation.

Our department performed routine maintenance and repairs on city buildings, facilities, and parks including:

- Lighting repairs at the aquatic center, wastewater treatment plant.
- Electrical repair in the sergeant's office at the police station
- Winterizing crawl spaces on city buildings

CITY OF CRAIG

Account Statement - Period Ending December 31, 2015



ACCOUNT ACTIVITY

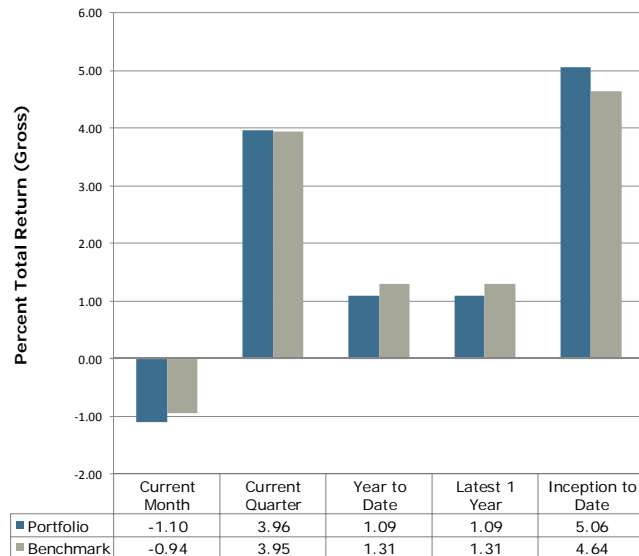
| | |
|-----------------------------|-----------|
| Portfolio Value on 11-30-15 | 9,273,561 |
| Contributions | 0 |
| Withdrawals | -9,424 |
| Change in Market Value | -152,038 |
| Interest | 6,154 |
| Dividends | 43,627 |
| Portfolio Value on 12-31-15 | 9,161,882 |

MANAGEMENT TEAM

| | |
|------------------------------|--|
| Client Relationship Manager: | Amber Frizzell, AIF® Amber@apcm.net |
| Your Portfolio Manager: | Bill Lierman, CFA® |
| Contact Phone Number: | 907/272 -7575 |

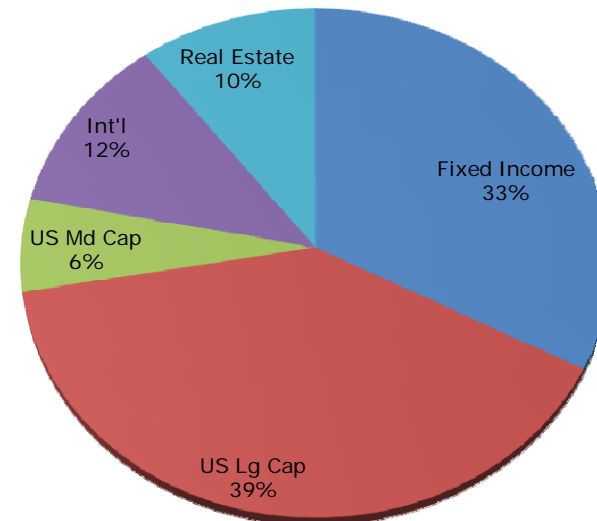
INVESTMENT PERFORMANCE

Current Account Benchmark:
Equity Blend



Performance is Annualized for Periods Greater than One Year

PORTFOLIO COMPOSITION



Alaska Permanent Capital Management Co.
PORTFOLIO SUMMARY AND TARGET
CITY OF CRAIG
December 31, 2015

| Asset Class & Target | Market Value | % Assets | Range |
|--|---------------------|---------------------|--------------|
| FIXED INCOME (34%) | | | |
| US Fixed Income (34.0%) | 2,937,460 | 32.1 | 20% to 45% |
| Cash (0.0%) | 63,546 | 0.7 | na |
| Subtotal: | 3,001,006 | 32.8 | |
| EQUITY (66%) | | | |
| US Large Cap (40.0%) | 3,615,431 | 39.5 | 30% to 50% |
| US Mid Cap (6.0%) | 538,750 | 5.9 | 0% to 10% |
| Developed International Equity (10.0%) | 1,053,203 | 11.5 | 5% to 15% |
| Real Estate (10.0%) | 953,491 | 10.4 | 5% to 15% |
| Subtotal: | 6,160,875 | 67.2 | |
| TOTAL PORTFOLIO | 9,161,882 | 100 | |

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
December 31, 2015

| Quantity | Security | Average Cost | Total Average Cost | Price | Market Value | Pct. Assets | Annual Income | Accrued Interest | Yield to Maturity |
|-------------------------|--|-----------------|-----------------------|--------|-----------------|----------------|------------------|---------------------|-------------------------|
| U.S. TREASURY | | | | | | | | | |
| 125,000 | US TREASURY NOTES 0.625% Due 08-31-17 | 99.79 | 124,736 | 99.36 | 124,199 | 1.36 | 781 | 264 | 1.01 |
| 150,000 | US TREASURY NOTES 1.875% Due 09-30-17 | 102.89 | 154,336 | 101.41 | 152,115 | 1.66 | 2,812 | 715 | 1.06 |
| 100,000 | US TREASURY NOTES 3.750% Due 11-15-18 | 106.48 | 106,480 | 106.99 | 106,988 | 1.17 | 3,750 | 484 | 1.27 |
| 250,000 | US TREASURY NOTES 1.500% Due 12-31-18 | 100.64 | 251,602 | 100.45 | 251,133 | 2.74 | 3,750 | 10 | 1.35 |
| 50,000 | US TREASURY NOTES 1.500% Due 10-31-19 | 99.40 | 49,701 | 99.69 | 49,844 | 0.54 | 750 | 128 | 1.58 |
| 225,000 | US TREASURY NOTES 1.250% Due 10-31-19 | 99.42 | 223,689 | 98.82 | 222,345 | 2.43 | 2,812 | 479 | 1.57 |
| 100,000 | US TREASURY NOTES 3.500% Due 05-15-20 | 104.04 | 104,039 | 107.51 | 107,508 | 1.17 | 3,500 | 452 | 1.71 |
| 75,000 | US TREASURY NOTES 1.375% Due 09-30-20 | 100.16 | 75,120 | 98.27 | 73,705 | 0.80 | 1,031 | 262 | 1.76 |
| 150,000 | US TREASURY NOTES 1.750% Due 10-31-20 | 100.21 | 150,316 | 99.84 | 149,766 | 1.63 | 2,625 | 447 | 1.78 |
| 215,000 | US TREASURY NOTES 2.125% Due 08-15-21 | 99.29 | 213,476 | 101.18 | 217,546 | 2.37 | 4,569 | 1,726 | 1.90 |
| 150,000 | US TREASURY NOTES 2.000% Due 10-31-21 | 99.92 | 149,887 | 100.28 | 150,415 | 1.64 | 3,000 | 511 | 1.95 |
| 150,000 | US TREASURY NOTES 1.625% Due 11-15-22 | 97.79 | 146,686 | 97.14 | 145,716 | 1.59 | 2,437 | 315 | 2.07 |
| 125,000 | US TREASURY NOTES 2.500% Due 08-15-23 | 98.87 | 123,590 | 102.60 | 128,247 | 1.40 | 3,125 | 1,180 | 2.13 |
| 100,000 | US TREASURY NOTES 2.375% Due 08-15-24 | 100.23 | 100,227 | 101.04 | 101,043 | 1.10 | 2,375 | 897 | 2.24 |
| 50,000 | US TREASURY NOTES 2.000% Due 08-15-25 | 97.83 | 48,914 | 97.50 | 48,752 | 0.53 | 1,000 | 378 | 2.29 |
| | Accrued Interest | | | | 8,248 | 0.09 | | | |
| | | | 2,022,800 | | 2,037,569 | 22.24 | | 8,248 | |
| AGENCIES | | | | | | | | | |
| 100,000 | FHLMC 3.750% Due 03-27-19 | 101.41 | 101,410 | 107.07 | 107,066 | 1.17 | 3,750 | 979 | 1.50 |
| | Accrued Interest | | | | 979 | 0.01 | | | |
| | | | 101,410 | | 108,045 | 1.18 | | 979 | |
| FNMA & FHLMC | | | | | | | | | |
| 10,289 | FHLMC POOL G14203 4.000% Due 04-01-26 | 104.56 | 10,758 | 105.61 | 10,866 | 0.12 | 412 | 34 | 1.43 |

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
December 31, 2015

| Quantity | Security | Average Cost | Total Average Cost | Price | Market Value | Pct. Assets | Annual Income | Accrued Interest | Yield to Maturity |
|--|---|-----------------|-----------------------|--------|-----------------|----------------|------------------|---------------------|-------------------------|
| | Accrued Interest | | | | 34 | 0.00 | | | |
| | | | 10,758 | | 10,900 | 0.12 | | 34 | |
| CORPORATE BONDS | | | | | | | | | |
| 50,000 | STATOIL ASA 3.125% Due 08-17-17 | 107.07 | 53,533 | 102.57 | 51,285 | 0.56 | 1,562 | 582 | 1.52 |
| 100,000 | UNITED PARCEL SERVICE 5.500% Due 01-15-18 | 121.23 | 121,230 | 108.23 | 108,232 | 1.18 | 5,500 | 2,536 | 1.39 |
| 100,000 | WACHOVIA CORP 5.750% Due 02-01-18 | 99.57 | 99,572 | 108.01 | 108,009 | 1.18 | 5,750 | 2,396 | 1.81 |
| 75,000 | UNITED HEALTH GROUP INC 6.000% Due 02-15-18 | 121.46 | 91,093 | 108.76 | 81,571 | 0.89 | 4,500 | 1,700 | 1.77 |
| 50,000 | CHEVRON CORP 1.365% Due 03-02-18 | 99.86 | 49,928 | 99.20 | 49,600 | 0.54 | 682 | 226 | 1.74 |
| 50,000 | TOYOTA MOTOR CREDIT CORP 2.100% Due 01-17-19 | 100.48 | 50,239 | 100.21 | 50,105 | 0.55 | 1,050 | 478 | 2.03 |
| 100,000 | GOLDMAN SACHS GROUP INC. 7.500% Due 02-15-19 | 116.51 | 116,514 | 114.43 | 114,426 | 1.25 | 7,500 | 2,833 | 2.65 |
| 100,000 | HSBC USA INC 2.375% Due 11-13-19 | 99.61 | 99,608 | 99.58 | 99,581 | 1.09 | 2,375 | 317 | 2.49 |
| 50,000 | NBC UNIVERSAL MEDIA LLC 4.375% Due 04-01-21 | 109.20 | 54,602 | 108.62 | 54,311 | 0.59 | 2,187 | 547 | 2.60 |
| 50,000 | JPMORGAN CHASE & CO 3.875% Due 02-01-24 | 105.18 | 52,590 | 102.81 | 51,403 | 0.56 | 1,937 | 807 | 3.47 |
| | Accrued Interest | | | | 12,422 | 0.14 | | | |
| | | | 788,910 | | 780,945 | 8.52 | | 12,422 | |
| DOMESTIC LARGE CAP EQUITY FUNDS/ETF | | | | | | | | | |
| 17,734 | SPDR S&P 500 ETF | 137.86 | 2,444,836 | 203.87 | 3,615,431 | 39.46 | NA | | |
| DOMESTIC MID CAP EQUITY FUNDS/ETF | | | | | | | | | |
| 3,867 | ISHARES CORE S&P MIDCAP 400 ETF | 80.79 | 312,409 | 139.32 | 538,750 | 5.88 | NA | | |
| INTERNATIONAL EQUITY FUNDS/ETF | | | | | | | | | |
| 28,682 | VANGUARD FTSE DEVELOPED MARKETS ETF | 37.72 | 1,081,834 | 36.72 | 1,053,203 | 11.50 | NA | | |
| REAL ESTATE | | | | | | | | | |
| 11,959 | VANGUARD REIT ETF | 57.70 | 690,055 | 79.73 | 953,491 | 10.41 | NA | | |
| CASH AND EQUIVALENTS | | | | | | | | | |
| | DIVIDEND ACCRUAL | | 21,486 | | 21,486 | 0.23 | | | |

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
December 31, 2015

| <u>Quantity</u> | <u>Security</u> | <u>Average Cost</u> | <u>Total Average Cost</u> | <u>Price</u> | <u>Market Value</u> | <u>Pct. Assets</u> | <u>Annual Income</u> | <u>Accrued Interest</u> | <u>Yield to Maturity</u> |
|------------------------|---------------------------------|-------------------------|-------------------------------|--------------|-------------------------|------------------------|--------------------------|-----------------------------|----------------------------------|
| | FEDERATED GOVERNMENT OBLIGATION | | 42,061 | | 42,061 | 0.46 | | | |
| | | | 63,546 | | 63,546 | 0.69 | | | |
| TOTAL PORTFOLIO | | | 7,516,559 | | 9,161,882 | 100 | 216,823 | 21,683 | |

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 12-01-15 To 12-31-15

| Trade Date | Settle Date | Security | Quantity | Trade Amount |
|-------------------------------------|----------------|---|----------|-------------------|
| PURCHASES | | | | |
| CORPORATE BONDS | | | | |
| 12-11-15 | 12-16-15 | CHEVRON CORP 1.365% Due 03-02-18 | 50,000 | 49,928.00 |
| 12-17-15 | 12-22-15 | NBC UNIVERSAL MEDIA LLC 4.375% Due 04-01-21 | 50,000 | 54,602.00 |
| | | | | 104,530.00 |
| U.S. TREASURY | | | | |
| 12-17-15 | 12-18-15 | US TREASURY NOTES 1.625% Due 11-15-22 | 100,000 | 97,289.06 |
| 12-17-15 | 12-18-15 | US TREASURY NOTES 2.000% Due 08-15-25 | 50,000 | 48,914.06 |
| 12-21-15 | 12-22-15 | US TREASURY NOTES 1.750% Due 10-31-20 | 150,000 | 150,316.41 |
| | | | | 296,519.53 |
| | | | | 401,049.53 |
| DEPOSITS AND EXPENSES | | | | |
| MANAGEMENT FEES | | | | |
| 12-31-15 | 12-31-15 | MANAGEMENT FEES | | 2,290.47 |
| | | | | 2,290.47 |
| DIVIDEND | | | | |
| DOMESTIC LARGE CAP EQUITY FUNDS/ETF | | | | |
| 12-18-15 | 01-29-16 | SPDR S&P 500 ETF | | 21,485.63 |
| DOMESTIC MID CAP EQUITY FUNDS/ETF | | | | |
| 12-31-15 | 12-31-15 | ISHARES CORE S&P MIDCAP 400 ETF | | 2,672.11 |

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 12-01-15 To 12-31-15

| Trade Date | Settle Date | Security | Quantity | Trade Amount |
|-----------------------------------|----------------|---|----------|------------------|
| INTERNATIONAL EQUITY FUNDS/ETF | | | | |
| 12-28-15 | 12-28-15 | VANGUARD FTSE DEVELOPED MARKETS ETF | | 6,338.72 |
| REAL ESTATE | | | | |
| 12-30-15 | 12-30-15 | VANGUARD REIT ETF | | 13,130.98 |
| | | | | 43,627.44 |
| INTEREST | | | | |
| CASH AND EQUIVALENTS | | | | |
| 12-01-15 | 12-01-15 | FEDERATED GOVERNMENT OBLIGATION | | 1.12 |
| FNMA & FHLMC | | | | |
| 12-01-15 | 12-14-15 | FHLMC POOL G14203 4.000% Due 04-01-26 | | 34.96 |
| U.S. TREASURY | | | | |
| 12-31-15 | 12-31-15 | US TREASURY NOTES 1.500% Due 12-31-18 | | 1,875.00 |
| | | | | 1,911.08 |
| PRINCIPAL PAYDOWNS | | | | |
| FNMA & FHLMC | | | | |
| 12-15-15 | 12-15-15 | FHLMC POOL G14203 4.000% Due 04-01-26 | 199.06 | 199.06 |
| | | | | 199.06 |
| PURCHASED ACCRUED INTEREST | | | | |
| CORPORATE BONDS | | | | |
| 12-11-15 | 12-16-15 | CHEVRON CORP 1.365% Due 03-02-18 | | 197.17 |

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 12-01-15 To 12-31-15

| Trade Date | Settle Date | Security | Quantity | Trade Amount |
|----------------------|----------------|---|----------|-----------------|
| 12-17-15 | 12-22-15 | NBC UNIVERSAL MEDIA LLC 4.375% Due 04-01-21 | | 492.19 |
| | | | | 689.36 |
| U.S. TREASURY | | | | |
| 12-17-15 | 12-18-15 | US TREASURY NOTES 1.625% Due 11-15-22 | | 147.32 |
| 12-17-15 | 12-18-15 | US TREASURY NOTES 2.000% Due 08-15-25 | | 339.67 |
| 12-21-15 | 12-22-15 | US TREASURY NOTES 1.750% Due 10-31-20 | | 375.00 |
| | | | | 861.99 |
| | | | | 1,551.35 |

SALES, MATURITIES, AND CALLS

CORPORATE BONDS

| | | | | |
|----------|----------|---|--------|-------------------|
| 12-11-15 | 12-16-15 | BANK AMER CORP 5.625% Due 10-14-16 | 50,000 | 51,731.00 |
| 12-11-15 | 12-16-15 | CONOCOPHILLIPS CANADA 5.625% Due 10-15-16 | 50,000 | 51,742.00 |
| | | | | 103,473.00 |
| | | | | 103,473.00 |

SOLD ACCRUED INTEREST

CORPORATE BONDS

| | | | | |
|----------|----------|---------------------------------------|--|--------|
| 12-11-15 | 12-16-15 | BANK AMER CORP 5.625% Due 10-14-16 | | 484.38 |
|----------|----------|---------------------------------------|--|--------|

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 12-01-15 To 12-31-15

| Trade Date | Settle Date | Security | Quantity | Trade Amount |
|------------|-------------|---|----------|---------------|
| 12-11-15 | 12-16-15 | CONOCOPHILLIPS CANADA 5.625% Due 10-15-16 | | 476.56 |
| | | | | 960.94 |
| | | | | 960.94 |

WITHDRAW

CASH AND EQUIVALENTS

| | | | | |
|----------|----------|---------------------------------------|--|-----------------|
| 12-18-15 | 12-18-15 | FEDERATED GOVERNMENT OBLIGATION | | 2,376.00 |
| 12-18-15 | 12-18-15 | FEDERATED GOVERNMENT OBLIGATION | | 2,205.54 |
| 12-18-15 | 12-18-15 | FEDERATED GOVERNMENT OBLIGATION | | 2,318.39 |
| 12-18-15 | 12-18-15 | FEDERATED GOVERNMENT OBLIGATION | | 2,317.83 |
| 12-31-15 | 12-31-15 | FEDERATED GOVERNMENT OBLIGATION | | 90.00 |
| 12-31-15 | 12-31-15 | FEDERATED GOVERNMENT OBLIGATION | | 116.25 |
| | | | | 9,424.01 |
| | | | | 9,424.01 |

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF CRAIG
From 12-01-15 Through 12-31-15

| Date | Quantity | Security | Avg. Cost Basis | Proceeds | Gain Or Loss |
|--------------|-----------------|---|----------------------------|-------------------|---------------------|
| 12-11-15 | 50,000 | BANK AMER CORP 5.625% Due 10-14-16 | 53,592.50 | 51,731.00 | -1,861.50 |
| 12-11-15 | 50,000 | CONOCOPHILLIPS CANADA 5.625% Due 10-15-16 | 58,955.50 | 51,742.00 | -7,213.50 |
| 12-15-15 | 199.06 | FHLMC POOL G14203 4.000% Due 04-01-26 | 208.14 | 199.06 | -9.08 |
| TOTAL GAINS | | | | | 0.00 |
| TOTAL LOSSES | | | | | -9,084.08 |
| | | | 112,756.14 | 103,672.06 | -9,084.08 |

Alaska Permanent Capital Management Co.

CASH LEDGER***CITY OF CRAIG****From 12-01-15 To 12-31-15*

| Trade Date | Settle Date | Tran Code | Activity | Security | Amount |
|--|------------------------|----------------------|-----------------------|--|------------------|
| DIVIDEND ACCRUAL | | | | | |
| 12-01-15 | | | Beginning Balance | | 0.00 |
| 12-18-15 | 01-29-16 | dp | Dividend | SPDR S&P 500 ETF | 21,485.63 |
| 12-31-15 | | | Ending Balance | | 21,485.63 |
| FEDERATED GOVERNMENT OBLIGATION | | | | | |
| 12-01-15 | | | Beginning Balance | | 325,399.75 |
| 12-01-15 | 12-01-15 | dp | Interest | FEDERATED GOVERNMENT OBLIGATION | 1.12 |
| 12-01-15 | 12-14-15 | dp | Interest | FHLMC POOL G14203 4.000% Due 04-01-26 | 34.96 |
| 12-11-15 | 12-16-15 | wd | Purchase | CHEVRON CORP 1.365% Due 03-02-18 | -49,928.00 |
| 12-11-15 | 12-16-15 | wd | Accrued Interest | CHEVRON CORP 1.365% Due 03-02-18 | -197.17 |
| 12-11-15 | 12-16-15 | dp | Sale | BANK AMER CORP 5.625% Due 10-14-16 | 51,731.00 |
| 12-11-15 | 12-16-15 | dp | Accrued Interest | BANK AMER CORP 5.625% Due 10-14-16 | 484.38 |
| 12-11-15 | 12-16-15 | dp | Sale | CONOCOPHILLIPS CANADA 5.625% Due 10-15-16 | 51,742.00 |
| 12-11-15 | 12-16-15 | dp | Accrued Interest | CONOCOPHILLIPS CANADA 5.625% Due 10-15-16 | 476.56 |
| 12-15-15 | 12-15-15 | dp | Paydown | FHLMC POOL G14203 4.000% Due 04-01-26 | 199.06 |
| 12-17-15 | 12-18-15 | wd | Purchase | US TREASURY NOTES 1.625% Due 11-15-22 | -97,289.06 |
| 12-17-15 | 12-18-15 | wd | Accrued Interest | US TREASURY NOTES 1.625% Due 11-15-22 | -147.32 |

Alaska Permanent Capital Management Co.

CASH LEDGER***CITY OF CRAIG****From 12-01-15 To 12-31-15*

| Trade Date | Settle Date | Tran Code | Activity | Security | Amount |
|-------------------|--------------------|------------------|-----------------------|--|------------------|
| 12-17-15 | 12-18-15 | wd | Purchase | US TREASURY NOTES 2.000% Due 08-15-25 | -48,914.06 |
| 12-17-15 | 12-18-15 | wd | Accrued Interest | US TREASURY NOTES 2.000% Due 08-15-25 | -339.67 |
| 12-17-15 | 12-22-15 | wd | Purchase | NBC UNIVERSAL MEDIA LLC 4.375% Due 04-01-21 | -54,602.00 |
| 12-17-15 | 12-22-15 | wd | Accrued Interest | NBC UNIVERSAL MEDIA LLC 4.375% Due 04-01-21 | -492.19 |
| 12-18-15 | 12-18-15 | wd | Withdrawal | from Portfolio | -2,376.00 |
| 12-18-15 | 12-18-15 | wd | Withdrawal | from Portfolio | -2,205.54 |
| 12-18-15 | 12-18-15 | wd | Withdrawal | from Portfolio | -2,318.39 |
| 12-18-15 | 12-18-15 | wd | Withdrawal | from Portfolio | -2,317.83 |
| 12-21-15 | 12-22-15 | wd | Purchase | US TREASURY NOTES 1.750% Due 10-31-20 | -150,316.41 |
| 12-21-15 | 12-22-15 | wd | Accrued Interest | US TREASURY NOTES 1.750% Due 10-31-20 | -375.00 |
| 12-28-15 | 12-28-15 | dp | Dividend | VANGUARD FTSE DEVELOPED MARKETS ETF | 6,338.72 |
| 12-30-15 | 12-30-15 | dp | Dividend | VANGUARD REIT ETF | 13,130.98 |
| 12-31-15 | 12-31-15 | dp | Interest | US TREASURY NOTES 1.500% Due 12-31-18 | 1,875.00 |
| 12-31-15 | 12-31-15 | dp | Dividend | ISHARES CORE S&P MIDCAP 400 ETF | 2,672.11 |
| 12-31-15 | 12-31-15 | wd | Withdrawal | from Portfolio | -90.00 |
| 12-31-15 | 12-31-15 | wd | Withdrawal | from Portfolio | -116.25 |
| 12-31-15 | | | Ending Balance | | 42,060.75 |

Veterans of Foreign Wars

Post 12151

Prince of Wales

Dear City of Craig,

21 Nov 2015

Please accept this letter for your outstanding support of veterans.

Jon Bolling, Kassi Bateman and Dennis Watson has been very supportive to the veterans on the island.

If we ask; to use the council chambers, to making copies or faxing a document for a veteran you never hesitate!

Allowing us a meeting place has helped form 2 veteran organizations. We now have an ear with the Alaskan Veterans Administration.

Thank you with your support of the Veterans memorial flag that Paul Dawson spearheaded. The cemetery is such a beautiful place!

We have managed to maintain a veteran's center for 2 years and last count has helped over 100 veterans. It has helped with economic development in the community with veterans receiving disability checks and a couple of widow pensions.

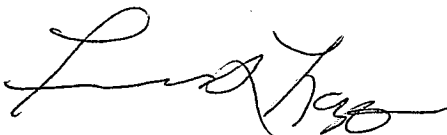
Kudos to your support of the Prince of Wales Health Network, Gretchen Klein has helped us, secure an office to make copies and help fill out forms. Gretchen has also worked to keep the networking on the island going strong!

Thank you Dennis Watson for pursuing grants to allow our veterans travel to their medical appointments!

Thank you for your support.

Frank Lazo

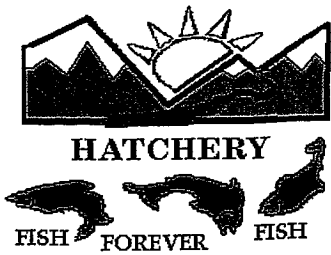
Commander



Red Casteel

Senior Vice Commander





Prince of Wales Hatchery Association
PO Box 554
Craig, Alaska 99921
907-755-2231 / Fax: 907-755-2440
powha@hughes.net

December 1, 2015

Mr. Jon Bolling
City of Craig Administrator
PO Box 725
Craig, AK. 99921

RECEIVED

DEC 4 2015

CITY OF CRAIG
CRAIG, ALASKA

Dear Jon,

The 2015 Craig-Klawock King Salmon Derby made a profit of approximately \$21,000. This includes the revenue from the Derby Social/Auction which Victoria Merritt organized. Victoria did an excellent job and a good time was had by all. She should be commended.

At the November 17, 2015 POWHA board meeting the directors voted to donate \$10,000 of the profits to the City of Craig PSN hatchery account in appreciation of organizing and hosting the social/auction.

Enclosed is a receipt showing the transaction.

Sincerely,

Jeffrey H. Lundberg, Manager
Prince of Wales Hatchery Association

Prince of Wales



Prince of Wales Hatchery Association
PO Box 554
Craig, Alaska 99921
907-755-2231 / Fax: 907-755-2440
powha@hughes.net

Date: 1/11/16
To: Jon Bolling/Misty Fitzpatrick
From: Jeff Lundberg
Re: FY 16 2nd Quarter Report

Jon and Misty,

Below are the current sizes, population, and densities of brood year 2014 chinook currently rearing at PSN as of January 3, 2016:

Production

| Pond | Number | Size (g) | Density (M ³) |
|--------------|----------------|----------|---------------------------|
| RP 1 (PSN) | 50,234 | 11.4 | 11.2 |
| RP 2 (PSN) | 51,436 | 12.7 | 12.8 |
| Total | 101,670 | | |
| RP 3 (CC) | 19,923 | 13.5 | 14.7 |
| RP 4 (CC) | 20,234 | 13.6 | 15.0 |
| Total | 40,157 | | |

Brood Year (BY) 15 eggs hatched in late November. The hatch trays and mortality have been removed. The newly hatched fry will remain on chilled recirculation water until April for emergence from incubators in mid-May. If the ambient water temperature gets cold enough this year we will use it (<2C). The past several years it has not been cold enough.

BY 14 smolts are currently being tagged. 30,000 fish from the PSN and 30,000 fish from Coffman Cove release will be tagged. Approximately 9,000 fish have been tagged and tagging should be finished by February 1.

At their December 2015 board meeting the SSRAA directors voted in favor to assume operations of the Klawock and Port Saint Nicholas Hatcheries. The tentative take over date is July 1, 2016 to coincide with fiscal year 2017 at which point POWHA will dissolve. POWHA employees will remain in their current positions as SSRAA employees. Until then POWHA will operate as usual. The next SSRAA board meeting is January 22 at The Landing conference room.

2015 Final Contributions by brood year in CP fisheries.

| Site | Sum of Contribution |
|----------------------------|----------------------------|
| COFFMAN COVE 106-30 | 404 |
| BY 2009 | 13 |
| BY 2010 | 358 |
| BY 2012 | 32 |
| PSN CREEK 10360 | 288 |
| BY 2009 | 20 |
| BY 2010 | 261 |
| BY 2011 | 6 |
| Grand Total | 692 |

Income and Expense Report

| | FY16 Total | First Quarter | Second Quarter | Total Remaining |
|---------------------------------|--------------------|----------------------|-----------------------|------------------------|
| PERMANENT SALARY | \$33,400.00 | \$10,644.04 | \$8,288.12 | \$14,467.84 |
| TEMPORARY SALARY | \$12,387.00 | \$2,421.75 | \$375.43 | \$9,589.82 |
| EMPLOYEE BENEFITS | \$6,875.00 | \$1,035.14 | \$1,552.71 | \$4,287.15 |
| EMPLOYER TAXES | \$4,428.00 | \$1,214.14 | \$607.80 | \$2,606.06 |
| WORKERS COMP | \$3,663.00 | \$950.37 | \$988.77 | \$1,723.86 |
| BUILDING INSURANCE | \$525.00 | \$0.00 | \$0.00 | \$525.00 |
| TAGGING WIRE | \$6,300.00 | \$0.00 | \$6,225.00 | \$75.00 |
| TELEPHONE AND INTERNET | \$2,034.00 | \$272.80 | \$485.74 | \$1,275.46 |
| LICENSES & PERMITS | \$350.00 | \$0.00 | \$0.00 | \$350.00 |
| MATERIALS & SUPPLIES | \$2,625.00 | \$572.03 | \$913.61 | \$1,139.36 |
| FISH FOOD | \$7,568.00 | \$2,468.00 | \$0.00 | \$5,100.00 |
| FREIGHT | \$2,804.00 | \$0.00 | \$75.04 | \$2,728.96 |
| TOTALS | \$82,959.00 | \$19,578.27 | \$19,512.22 | \$43,868.51 |

A donation of \$10,000 was made from the POWHA gaming account to the PSN account. This is approximately 50% of the 2015 Craig-Klawock King Salmon Derby and Social profits. The POWHA Board of Directors voted for this due to the City of Craig sponsoring the Social in 2015.

The PSN account balance is \$98180.89 as of January 5, 2016

CITY OF CRAIG, ALASKA

SALES TAX HISTORY

| DATE COLLECTED THROUGH | 09-30 | 12-31 | 03-31 | 06-30 | TAX COLLECTED |
|------------------------|---------------|---------------|---------------|---------------|-----------------|
| FY 2016 | | | | | |
| SALES TAX | \$ 556,020.59 | | | | \$ 556,020.59 |
| DELINQUENT SALES TAX | \$ 339.63 | | | | \$ 339.63 |
| LIQUOR SALES TAX | \$ 41,116.78 | | | | \$ 41,116.78 |
| | \$ 597,477.00 | \$ - | \$ - | \$ - | \$ 597,477.00 |
| FY 2015 | | | | | |
| SALES TAX | \$ 610,769.01 | \$ 300,932.58 | \$ 240,859.79 | \$ 366,645.09 | \$ 1,519,206.47 |
| DELINQUENT SALES TAX | \$ 1,677.58 | \$ 5,208.38 | \$ 2,029.85 | \$ 1,780.58 | \$ 10,696.39 |
| LIQUOR SALES TAX | \$ 31,425.74 | \$ 39,475.48 | \$ 20,566.15 | \$ 30,175.41 | \$ 121,642.78 |
| | \$ 643,872.33 | \$ 345,616.44 | \$ 263,455.79 | \$ 398,601.08 | \$ 1,651,545.64 |
| FY 2014 | | | | | |
| SALES TAX | \$ 639,719.47 | \$ 300,443.07 | \$ 250,415.53 | \$ 397,880.89 | \$ 1,588,458.96 |
| DELINQUENT SALES TAX | \$ 10,742.42 | \$ 9,133.75 | \$ 12,714.79 | \$ 2,355.29 | \$ 34,946.25 |
| LIQUOR SALES TAX | \$ 45,332.34 | \$ 23,627.84 | \$ 19,483.31 | \$ 30,087.07 | \$ 118,530.56 |
| | \$ 695,794.23 | \$ 333,204.66 | \$ 282,613.63 | \$ 430,323.25 | \$ 1,741,935.77 |
| FY 2013 | | | | | |
| SALES TAX | \$ 529,352.76 | \$ 293,035.84 | \$ 266,323.19 | \$ 388,830.20 | \$ 1,477,541.99 |
| DELINQUENT SALES TAX | \$ 30,595.05 | \$ 27,631.30 | \$ 8,550.82 | \$ 5,798.35 | \$ 72,575.52 |
| LIQUOR SALES TAX | \$ 38,474.00 | \$ 26,715.00 | \$ 21,738.26 | \$ 31,121.67 | \$ 118,048.93 |
| | \$ 598,421.81 | \$ 347,382.14 | \$ 296,612.27 | \$ 425,750.22 | \$ 1,668,166.44 |
| FY 2012 | | | | | |
| SALES TAX | \$ 565,475.51 | \$ 315,069.55 | \$ 255,615.23 | \$ 344,938.52 | \$ 1,481,098.81 |
| DELINQUENT SALES TAX | \$ 1,654.39 | \$ 1,830.76 | \$ 5,445.93 | \$ 11,325.32 | \$ 20,256.40 |
| LIQUOR SALES TAX | \$ 39,469.30 | \$ 26,968.16 | \$ 16,284.35 | \$ 28,221.68 | \$ 110,943.49 |
| | \$ 606,599.20 | \$ 343,868.47 | \$ 277,345.51 | \$ 384,485.52 | \$ 1,612,298.70 |
| FY 2011 | | | | | |
| SALES TAX | \$ 498,795.90 | \$ 286,587.05 | \$ 261,977.54 | \$ 365,012.53 | \$ 1,412,373.02 |
| DELINQUENT SALES TAX | \$ 673.25 | \$ 416.01 | \$ 3,120.09 | \$ 22,094.69 | \$ 26,304.04 |
| LIQUOR SALES TAX | \$ 39,293.91 | \$ 26,861.08 | \$ 20,837.61 | \$ 28,844.89 | \$ 115,837.49 |
| | \$ 538,763.06 | \$ 313,864.14 | \$ 285,935.24 | \$ 415,952.11 | \$ 1,554,514.55 |
| FY 2010 | | | | | |
| SALES TAX | \$ 487,345.50 | \$ 282,245.01 | \$ 219,584.80 | \$ 338,148.53 | \$ 1,327,323.84 |
| DELINQUENT SALES TAX | \$ 3,847.15 | \$ 4,021.68 | \$ 790.58 | \$ 8,614.13 | \$ 17,273.54 |
| LIQUOR SALES TAX | \$ 41,266.89 | \$ 26,361.22 | \$ 21,386.92 | \$ 30,410.95 | \$ 119,425.98 |
| | \$ 532,459.54 | \$ 312,627.91 | \$ 241,762.30 | \$ 377,173.61 | \$ 1,464,023.36 |

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: January 14, 2016
RE: Addendum to Contract with RP Kinney & Associates, Phase IV Paving

Attached you will find a contract modification proposal from RP Kinney Associates, Inc. to complete design and engineering services for Phase IV of the Craig Community Street Improvement Project.

In 2012 the city awarded a design contract to RP Kinney Associates for design and engineering services on city streets for Phase IV. A long delay followed the company's Phase IV design work as the city worked through the construction portion of Phase III. When staff restarted work on Phase IV design, additional design services were needed before the project was ready for public review and bidding by general contractors. In addition, staff notified RP Kinney that it would modify the scope of the design work to delete some tasks and add others. RP Kinney then presented the city with a written proposal to complete the design and bidding work on a time and materials basis, for an amount not to exceed \$30,500. The city's original contract with RP Kinney underran their bid amount by about \$5,500.

Among the tasks staff proposes to add to the engineer's scope of work is a public review process where property owners along the streets proposed for upgrade and paving will have an opportunity to review the street design at a public meeting with city staff, in order to gather comments on the design and address any design concerns before the bid process.

A list of the streets and parking areas that are part of Phase IV is listed below.

| Street Name | Length | Terminus |
|--------------------|----------------|---|
| Achten Court | 325 | East Hamilton to Cul-de-sac |
| Oceanview Drive | 800 | Sunnyside to Water Tower Road |
| Ptarmigan Court | 385 | Water Tower Road to Cul-de-sac |
| Sunnahae Court | 350 | East Hamilton to Cul-de-sac |
| Eagle Tree Court | 140 | Ptarmigan Court to Cul-de-sac |
| Brandi Court | 220 | Water Tower Road to Cul-de-sac |
| Park Place | 400 | East Hamilton to Terminus |
| Thomas Court | 425 | Water Tower Road to Cul-de-sac |
| JS Street | 435 | CK Highway to Tr. 10 and Pt. Bagial to Tr. 12 |
| Part Way | 200 | East Hamilton to Terminus |
| Pool Parking Lot | 30,000 sq. ft. | Square Footage of existing lot |
| Easy Street | 560 | CK Highway to CK Highway |
| Ninth Street | 285 | Main Street to Water Street |

The additional design and engineering work is needed to prepare the project for bid and construction this year.

Funding for the project comes from two grant awards to the city. The sum total of the two grant sources is approximately \$900,000.

I expect that the eventual bid price to complete the work will exceed the grant funding available. Staff will ask the council at a subsequent meeting to prioritize the street segments so that the higher prioritized streets are upgraded first.

Recommendation

Move to approve the contract addendum with RP Kinney Associates in an amount not to exceed \$30,500.

Recommended motion: I move to approve a contact modification with RP Kinney Associates for design and engineering services for the Phase IV Craig Community Street Improvements Project in an amount not to exceed \$30,500.

December 3, 2015

12-BP-1640

City of Craig
500 Third Street
Craig, Alaska 99921

Attention: Mr. Jon Bolling, City Administrator

Subject: City of Craig
Design and Engineering Services
Community Streets Improvements Phase IV
Contract Modification Request

Dear Mr. Bolling:

Please reference our contract to complete a design for Craig Community Streets Phase IV and email correspondence from Mr. Ron McIntosh dated November 7, 2015. The purpose of this letter is to request a contract modification in order to complete the City required changes and to add the three new segments to the design package. The following is a summary of the proposed changes.

The following road segments will be deleted from the project design package.

- Thompson Road
- Float Plane Dock Parking Lot
- Night Court/Windy Way

The following segments will be added to the final package. These segments will require additional survey work to be completed. We assume to complete the work while our survey crew is on Prince of Wales Island for other projects.

- Main Street from 7th to 9th Street
- Water Tower Road between Hamilton and Oceanview Drive
- Intersection improvements at Beach road and First Street

The cul-de-sacs on the project will be increased to 28 feet. It appears that additional right-of-way may be required. Right-of-way acquisition services are currently not included in our contract. It is recommended that any site control requirements be completed prior to bidding the project.

City of Craig
Design and Engineering Services
Community Streets Improvements Phase IV
Contract Modifications Request
Page 2 of 2

The city has directed deletion of the majority of the curb and gutter on the project, which will reduce cost, but it will allow drainage to sheet flow off the roadway into adjacent surrounding properties. We did not include any costs associated with considering the offsite conveyance of drainage through or impacts to the adjacent properties. We assume that the City of Craig will work with affected property owners directly to address any existing or future drainage issues associated with the deletion of the curb and gutters.

Rodney P. Kinney Associates, Inc. (RPKA) will provide the City pre-final construction plans, specifications, and engineers estimate (PS&E) for review to ensure all required additions and deletions are addressed to the City's satisfaction. Upon conformation from the City of approval we will finalize the PS&E package for bidding.

RPKA will complete the project bidding as included in our original contract fee proposal. We request that the City of Craig provide RPKA with the City's approved construction contract and standard bidding documents that we can use to prepare and solicit the project.

FEE

We propose to complete the work outlined in this letter and Mr. Ron McIntosh's email dated November 7, 2015, on a time and materials basis not to exceed for \$30,500 without written approval.

SCHEDULE

RPKA will complete the work once approved, as soon as possible. We understand that the City would like to bid the work early in 2016.

If you have any questions, please call 907-694-2332.

Sincerely,
RODNEY P. KINNEY ASSOCIATES, INC.



Brian L. Pederson, P.E., P.L.S.
Project Manager