

CITY OF CRAIG
COUNCIL AGENDA
AUGUST 4, 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 June 16, 2016
- City Council Meeting Minutes of July 21, 2016
- Introduction and First Reading of Ordinance 690, FY16 Supplemental Budget

HEARING FROM THE PUBLIC

- Open for public comment

REPORTS FROM CITY OFFICIALS

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

READING OF CORRESPONDENCE

- Catholic Community Service Quarterly Expenditure Report
- Letter from Cheryl Fecko
- Fiscal Management of POW Health Network in 2017
- APCM July Report
- Notice of Utility Tariff Filing

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

UNFINISHED BUSINESS

- Consider Change Order 4- Craig Aquatic Center Renovation Project

NEW BUSINESS

- Consider Approval, Island Ride Vehicle for Hire Application
- Consider write-off of Craig Cable account
- Motion to Reconsider – Ordinance No. 689

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, Greg Dahl, Jan Trojan, Don Pierce, Hannah Bazinet and Mike Douville.

Staff present: Jon Bolling, City Administrator; Joyce Mason, Treasurer; Kassi Bateman, City Clerk; Brian Templin, City Planner; Jessica Holloway, Aquatic Center Manager.

Audience present: Richard Trojan, Gretchen Klein, Kathy Peavey.

CONSENT AGENDA

PIERCE/DAHL

moved to approve the consent agenda.
MOTION CARRIED UNANIMOUSLY

HEARING FROM THE PUBLIC

Richard Trojan was present to discuss options for rebuilding the cemetery steps and including concrete blocks for residents to inter loved ones ashes in. Mayor Watson requested a drawing for the council to consider and for this item to be placed on an upcoming agenda for more discussion.

Gretchen Klein commented on the status of the Prince of Wales Health Network, and Peace Health resigning as the fiscal agent for the Health Network in 2017. Gretchen is updating the council and will be working on different possibilities for the Health Network in terms of funding and support. Kathy Peavey and Gretchen Klein also commented that the Craig City Gym could use some maintenance due to so many island residents utilizing it.

Kathy Peavey also commented that the price for the cans that the Civic Pride Committee would like to have placed around Craig have been reduced to \$1245 per can.

READING OF CORRESPONDENCE

Nothing to discuss.

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

Resolution 16-11, HRA

PIERCE/TROJAN

moved to approve Resolution 16-11, HRA.
MOTION CARRIED UNANIMOUSLY BY
ROLL CALL VOTE

Ordinance 686, Lease of City Property to Richard Trojan

DAHL/PIERCE

moved to approve Ordinance 686, Lease of City Property to Richard Trojan.

Jan Trojan declared a conflict of interest. Jim See commented that the dock in Crab Bay is a concern for him due to the visual it provides travelers upon arrival in Craig. Mike Douville commented that the Army Corps permit for this project was only for 300 feet. Richard Trojan commented that the City will not only benefit from the lease that Richard will pay for use of this property, but businesses will also receive funds from other businesses that travel to Craig to utilize his business. Jim would like to see limits on the amount of things that can be put on city land in order to keep it clean.

MOTION CARRIED UNANIMOUSLY BY
ROLL CALL VOTE JAN TROJAN
ABSTAINED

Ordinance 687, Supplemental Budget

PIERCE/DOUVILLE

moved to approve Ordinance 687, Supplemental Budget.

MOTION CARRIED UNANIMOUSLY BY
ROLL CALL VOTE

UNFINISHED BUSINESS

NEW BUSINESS

Discussion of City Planning Efforts

Jan Trojan would like for the community and council to collaborate on a focus for the comprehensive plan. Jan would like to bring in a consultant for a nonbiased opinion on some ideas to bring revenue into the community with a revitalized comprehensive plan. Greg Dahl would like to proceed with this project. Mayor Watson would like to proceed with this project without the help of a consultant. Mike Douville commented that this is not the time to be spending money frivolously, and that the city and public can plan together without a mediator or consultant. Brian will begin work on this project.

Civic Pride Committee request for support- Decorative Public Litter Receptacles

SEE/PIERCE

moved to support the Civic Pride Committee with logistical support.

MOTION CARRIED UNANIMOUSLY

Craig Aquatic Center Renovation- Change Order

PIERCE/DAHL

moved to approve the change order for the Craig Aquatic Center.

MOTION CARRIED UNANIMOUSLY

Project Sponsorship- SE Conference

Mayor Watson commented that the funding for this agenda item could be better spent by sending it directly to Southeast Conference to cover a portion of a funding shortfall instead of providing it to the Alaska Marine Highway Reform Project. Mayor Watson commented that the Inter Island Ferry Authority donated to the Alaska Marine Highway Reform Project already.

PIERCE/DOUVILLE

moved to provide sponsorship for Southeast Conference in the amount of \$1000.
MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

DOUVILLE/DAHL

moved to adjourn at 8:13 p.m.
MOTION CARRIED

APPROVED _____

MAYOR DENNIS WATSON

ATTEST _____
KASSI BATEMAN, CITY CLERK

ROLL CALL

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

Staff present: Jon Bolling, City Administrator; Kassi Bateman, City Clerk; Brian Templin, City Planner; Douglas Ward, Parks and Public Facilities Manager; Chaundell Piburn, EMS Coordinator, Timothy O'Connor, Fire Chief; Mike Peel, Harbormaster; Ron McIntosh, Public Works Director; Kim Baxter, Librarian; Victoria Merritt, Parks and Recreation Director.

Audience present: Lisa Radke, Andy Deering, Lawrence Armour, Virginia Lawnicki.

CONSENT AGENDA

PIERCE/TROJAN

moved to approve the consent agenda.

Jim See requested to move Ordinance 689 to Resolutions and Ordinances for more discussion. There was nothing else on the consent agenda.

HEARING FROM THE PUBLIC

None.

REPORTS FROM CITY OFFICIALS

Mayor/IFA- Mayor Watson recently traveled to Ketchikan to meet with Representative Don Young and discuss the possible closure of Viking Lumber. Mayor Watson was selected for chairman between the Alaska Marine Highway and Southeast Conference. The Inter-Island Ferry is on its way to having the best year in eight years.

Administrator- Jon provided a written report. Jon also reported that the Governor was on Prince of Wales Tuesday, and Don Pierce and Jon were able to meet with him for a brief lunch.

Treasurer- Absent

Aquatic Manager- Absent

City Clerk- Kassi provided a written report and added that the next meeting will be August 4.

City Planner- Brian provided a written report.

EMS Coordinator- Chaundell had nothing new to report, aside from instructing classes and fielding calls. There will be a Wilderness First Aid course coming soon.

Hannah Bazinet commented on the letter that the Council received from Arlene Ensley regarding the response time and training that the Police Department and EMS should require for first arrivers on-scene of an accident. RJ Ely provided a minute-by-minute recount of the events that transpired after receiving the call regarding Mr. Ensley. Jon has discussed purchasing AED's for all police vehicles in the fleet. Dispatchers are currently unable to provide CPR instruction over the phone; however RJ is working to remedy this. Chaundell explained that even having dispatch provide the first few instructions for CPR can be critical. Chaundell will also work on finding funding for AEDs.

Harbormaster- Mike Peel provided a written report. Mike Douville would like to see the No Wake Zone strictly enforced. Mike Peel reported that every boat throws a wake at a different speed, but harbor staff has been working on solutions to this problem. Mike Douville would like to see something written up, and Jon will prepare a memo with information on solutions to this problem for the council at the next meeting.

Fire- Tim provided a written report.

Library- Kim provided a written report and added that the library has received two mini-grants that will bring in 25 board books and 20 books for youth.

Police Chief- Absent.

Public Works- Ron provided a written report.

Parks and Rec- Victoria provided a report and reported that the Fourth of July festivities went well. Soccer is starting up soon, and the youth center has newly upholstered pool tables.

Parks and Public Facilities-

READING OF CORRESPONDENCE

Jan Trojan would like to have something on the upcoming agenda regarding pesticide use, and have a discussion among the council.

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

Ordinance 689, Sale of City Property to Troy and Di Thain

DAHL/TROJAN

moved to approve Ordinance 689 at first reading.

MOTION FAILED UNANIMOUSLY

Jim See objects to selling a portion of the city park to Troy and Di, as there aren't many park properties left in Craig. Greg Dahl agrees, and would like to see the park stay. Mayor Watson and the remaining council members agree. Brian will notify Troy and Di Thain of the council's decision tomorrow.

Resolution 16-12, Harbor Rates

DAHL/PIERCE

moved to approve Resolution 16-12, Harbor Rates.

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

Resolution 16-13, Municipal Support for State Fiscal Solution

PIERCE/DAHL

moved to approve Resolution 16-13, Municipal Support for State Fiscal Solution.

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

Ordinance 688, Changes to Title 10 of the Craig Municipal Code

PIERCE/SEE

moved to approve Ordinance 688, Changes to Title 10 of the CMC.

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE

UNFINISHED BUSINESS

Craig Comprehensive Plan Update

PIERCE/DAHL

moved to direct staff to proceed with comprehensive plan update.

Brian prepared a memo for the Council regarding the status of the Craig Comprehensive Plan. Brian has been working to update the background info included in the previous plan, and will start in earnest sometime this fall with the council's involvement. Brian would like to see a committee made up of members of the public and council.

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

Consider Kim Patotzka Utility Refund

Jon explained that Kim Patotzka is seeking a utility refund for the three years of utility billing for two dwellings where there is only one utilizing the city water supply. Hannah suggested double checking how many units are on each lot and which tie into each water meter. Mayor Watson suggested that this item be placed on the next agenda pending further research.

Craig Aquatic Center Renovation- Change Order

PIERCE/DAHL

moved to approve a change order to the Craig Aquatic Center Renovation contract with CBC Construction to increase the total contract amount not to exceed \$4,650.00, and further direct staff to withdraw additional funds from the endowment fund for the cost of the contract increase.

MOTION CARRIED UNANIMOUSLY

Consider Approval 2016-2017 Operating Agreement, Port St. Nicholas Hatchery

PIERCE/DAHL

moved to approve the 2016-2017 Port St. Nicholas Hatchery agreement.

MOTION CARRIED UNANIMOUSLY

Consider Award of Bid- Fire Department Equipment

SEE/PIERCE

moved to award equipment purchase bid to L.N. Curtis & Sons in the amount of \$10,465.69.

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

DOUVILLE/DAHL

moved to adjourn at 7:53 p.m.

MOTION CARRIED

APPROVED _____

MAYOR DENNIS WATSON

ATTEST _____
KASSI BATEMAN, CITY CLERK

CITY OF CRAIG

ORDINANCE NO. 690

PROVIDING FOR THE ADOPTION OF THE FISCAL YEAR 2016 SUPPLEMENTAL
OPERATING BUDGET

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

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

Section 2. Effective Date. This ordinance shall become effective immediately upon adoption.

Section 3. Authorization and Appropriation. The appropriations identified in "Attachment A" hereto are adopted and authorized for the period of July 1, 2015 through June 30, 2016 and are the budget for that period. The Administrator may modify line item expenditures within an authorized appropriation to another line item in any amount which would not annually exceed ten (10) percent or \$10,000, whichever is more.

Section 4. Unexpended Balances. All unexpended balances lapse as of June 30, 2016.

APPROVED this ____ day of _____, 2016.

MAYOR DENNIS WATSON

ATTEST: KASSI KNOCK, CITY CLERK

City of Craig
Supplemental Budget
June 30, 2016

	Year to Date Actual	Revised Budget	Orginal Budget
General Fund Revenues	\$ 3,785,067	\$ 3,656,429	\$ 3,676,040
<u>Expenditures</u>			
Administration	635,844	662,216	655,638
Aquatic Center	472,059	472,420	584,229
Council	130,533	130,625	113,298
EMS	181,959	190,880	178,561
Facilities & Parks	467,497	469,776	285,772
Fire	28,278	29,100	32,057
Library	111,591	112,929	97,175
Planning	85,845	88,714	86,951
PS Hatchery	56,688	61,000	35,000
Police	972,155	972,352	956,860
Public Works	290,832	291,215	282,185
Recreation	88,390	91,934	102,682
Total General Fund Expenditures	<u>3,521,671</u>	<u>3,573,161</u>	<u>3,410,408</u>
Net Change in Position	263,396	83,268	265,632
Transfers			
To/From Reserves	(66,081)	(80,800)	(380,800)
From Endowment Fund	168,000	168,000	168,000
To Enterpriese Fund	(5,213)	(37,566)	(59,085)
Net Change in Position	<u>\$ 360,102</u>	<u>\$ 132,902</u>	<u>\$ (6,253)</u>
<u>Enterprise Fund</u>			
<u>Revenue</u>			
Sewer Fees	269,006	269,000	293,000
Water Sales	277,566	276,300	294,700
Garbage Fees	292,297	292,000	310,000
Harbor Services	229,376	227,700	251,500
JTB Industrial Services	446,259	443,800	399,031
Cannery Revenue	3,505	3,100	1,000
Total Revenue	<u>1,518,009</u>	<u>1,511,900</u>	<u>1,549,231</u>
<u>Expenses</u>			
Sewer Expenses	253,685	258,180	306,059
Water Expenses	378,165	378,371	331,756
Garbage Expenses	281,490	283,160	307,521
Harbor Expenses	356,507	357,320	296,472

JTB Industrial Park Expenses	249,251	268,235	357,048
Cannery Expenses	4,124	4,200	9,460
Total Fund Expenses	<u>1,523,222</u>	<u>1,549,466</u>	<u>1,608,316</u>
Net Revenue Over Expenses	(5,213)	(37,566)	(59,085)
Transfer from General Fund	5,213	37,566	59,085
Change in Net Assets	-	-	-

City of Craig
Revenue and Expense MTD and YTD
June 30, 2016

	M-T-D Actual	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Revised Budget	Y-T-D Budget
Sewer					
Total Revenues	\$ 23,088.91	\$ 269,006.44	\$ 0.00	\$ 269,000.00	\$ 293,000.00
Total Personnel Expenditures	6,481.28	82,346.23	0.00	81,850.00	105,915.00
Total Benefits Expenditures	3,427.03	42,942.98	0.00	50,320.00	58,817.00
Total Contract Expenditures	606.60	4,911.01	0.00	4,500.00	6,700.00
Total Travel & Expenditures	0.00	1,170.00	0.00	1,190.00	1,725.00
Total Materials Expenditures	544.79	6,740.60	0.00	7,370.00	12,900.00
Total Utilities Expenditures	2,503.18	40,585.32	0.00	40,200.00	32,700.00
Total Repairs & Maint Expenditures	2,325.96	5,330.24	0.00	3,200.00	20,500.00
Total Other Expenditures	642.09	6,537.94	0.00	6,300.00	6,806.00
Total Capital & Debt Expenditures	0.00	63,121.04	0.00	63,250.00	59,996.00
Total Expenditures	\$ 16,530.93	\$ 253,685.36	\$ 0.00	\$ 258,180.00	\$ 306,059.00
Excess Revenue Over (Under) Expenditures	6,557.98	15,321.08	0.00	10,820.00	(13,059.00)
Water					
Total Revenues	\$ 30,119.86	\$ 277,566.50	\$ 0.00	\$ 276,300.00	\$ 294,700.00
Total Personnel Expenditures	11,798.68	144,462.10	0.00	145,700.00	115,232.00
Total Benefits Expenditures	5,785.76	69,527.42	0.00	67,400.00	61,469.00
Total Contract Expenditures	160.00	8,400.92	0.00	8,500.00	5,000.00
Total Travel & Expenditures	0.00	1,217.50	0.00	1,250.00	2,190.00
Total Materials Expenditures	2,911.59	44,255.43	(1,104.07)	44,400.00	41,400.00
Total Utilities Expenditures	2,944.36	52,801.54	0.00	52,900.00	62,100.00
Total Repairs & Maint Expenditures	0.00	8,833.51	0.00	8,900.00	10,200.00
Total Other Expenditures	654.10	7,181.94	0.00	7,310.00	7,585.00
Total Capital & Debt Expenditures	15,492.90	41,484.60	0.00	42,011.00	26,580.00
Total Expenditures	\$ 39,747.39	\$ 378,164.96	\$ (1,104.07)	\$ 378,371.00	\$ 331,756.00
Excess Revenue Over (Under) Expenditures	(9,627.53)	(100,598.46)	1,104.07	(102,071.00)	(37,056.00)
Garbage					
Total Revenues	\$ 25,056.40	\$ 292,296.80	\$ 0.00	\$ 292,000.00	\$ 310,000.00
Total Personnel Expenditures	2,973.54	36,953.14	0.00	36,400.00	32,898.00
Total Benefits Expenditures	4,002.58	29,864.73	0.00	29,600.00	29,013.00
Total Contract Expenditures	20,890.87	202,007.77	0.00	204,110.00	226,500.00
Total Travel & Expenditures	0.00	0.00	0.00	0.00	1,500.00
Total Materials Expenditures	466.14	7,669.14	0.00	8,150.00	12,200.00
Total Utilities Expenditures	0.00	0.00	0.00	0.00	0.00
Total Repairs & Maint Expenditures	0.00	267.40	0.00	500.00	2,500.00
Total Other Expenditures	490.09	4,713.92	0.00	4,400.00	2,910.00
Total Capital & Debt Expenditures	0.00	14.03	0.00	0.00	0.00
Total Expenditures	\$ 28,823.22	\$ 281,490.13	\$ 0.00	\$ 283,160.00	\$ 307,521.00

City of Craig
Revenue and Expense MTD and YTD
June 30, 2016

	M-T-D Actual	Y-T-D Actual	Y-T-D Encumbrance	Y-T-D Revised Budget	Y-T-D Budget
Excess Revenue Over (Under) Expenditures	(3,766.82)	10,806.67	0.00	8,840.00	2,479.00
Harbor					
Total Revenues	\$ 23,797.97	\$ 229,375.70	\$ 0.00	\$ 227,700.00	\$ 251,500.00
Total Personnel Expenditures	13,887.10	141,360.97	0.00	148,170.00	118,184.00
Total Benefits Expenditures	4,890.57	81,669.41	0.00	81,900.00	78,269.00
Total Contract Expenditures	0.00	3,750.00	0.00	3,750.00	0.00
Total Travel & Expenditures	470.40	2,851.04	0.00	2,850.00	2,895.00
Total Materials Expenditures	3,887.16	23,182.39	(260.76)	24,500.00	11,760.00
Total Utilities Expenditures	2,761.48	27,901.05	0.00	28,900.00	29,100.00
Total Repairs & Maint Expenditures	(61,470.02)	48,277.47	(1,733.87)	40,750.00	14,789.00
Total Other Expenditures	627.22	22,963.66	0.00	23,000.00	31,475.00
Total Capital & Debt Expenditures	0.00	4,551.50	0.00	3,500.00	10,000.00
Total Expenditures	\$ (34,946.09)	\$ 356,507.49	\$ (1,994.63)	\$ 357,320.00	\$ 296,472.00
Excess Revenue Over (Under) Expenditures	58,744.06	(127,131.79)	1,994.63	(129,620.00)	(44,972.00)
JTB Industrail Park					
Total Revenues	\$ 22,221.67	\$ 446,258.58	\$ 0.00	\$ 443,800.00	\$ 399,031.00
Total Personnel Expenditures	10,023.16	82,226.63	0.00	80,700.00	57,650.00
Total Benefits Expenditures	1,071.11	17,318.28	0.00	21,400.00	40,356.00
Total Contract Expenditures	0.00	6,220.00	0.00	6,910.00	0.00
Total Travel & Expenditures	0.00	0.00	0.00	0.00	0.00
Total Materials Expenditures	326.51	8,307.15	(7.48)	8,400.00	8,043.00
Total Utilities Expenditures	3,306.95	50,299.85	0.00	51,800.00	55,000.00
Total Repairs & Maint Expenditures	17,020.66	78,050.39	2,925.00	82,400.00	5,000.00
Total Other Expenditures	542.00	6,829.00	0.00	6,925.00	11,564.00
Total Capital & Debt Expenditures	0.00	0.00	0.00	9,700.00	179,435.00
Total Expenditures	\$ 32,290.39	\$ 249,251.30	\$ 2,917.52	\$ 268,235.00	\$ 357,048.00
Excess Revenue Over (Under) Expenditures	(10,068.72)	197,007.28	(2,917.52)	175,565.00	41,983.00
Ward Cove Cannery					
Total Revenues	\$ 175.00	\$ 3,505.00	\$ 0.00	\$ 3,100.00	\$ 1,000.00
Total Personnel Expenditures	0.00	0.00	0.00	0.00	0.00
Total Benefits Expenditures	0.00	0.00	0.00	0.00	0.00
Total Contract Expenditures	0.00	0.00	0.00	0.00	2,000.00
Total Travel & Expenditures	0.00	0.00	0.00	0.00	0.00
Total Materials Expenditures	0.00	190.11	0.00	200.00	300.00
Total Utilities Expenditures	154.70	3,099.75	0.00	3,000.00	2,100.00
Total Repairs & Maint Expenditures	0.00	809.78	(6.30)	950.00	2,725.00
Total Other Expenditures	2.00	24.00	0.00	50.00	335.00
Total Capital & Debt Expenditures	0.00	0.00	0.00	0.00	2,000.00

City of Craig
Revenue and Expense MTD and YTD
June 30, 2016

	<u>M-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Encumbrance</u>	<u>Y-T-D</u> <u>Revised Budget</u>	<u>Y-T-D</u> <u>Budget</u>
Total Expenditures	\$ 156.70	\$ 4,123.64	\$ (6.30)	\$ 4,200.00	\$ 9,460.00
Excess Revenue Over (Under) Expenditures	<u>18.30</u>	<u>(618.64)</u>	<u>6.30</u>	<u>(1,100.00)</u>	<u>(8,460.00)</u>

City of Craig

Revenue and Expense MTD and YTD

June 30, 2016

	Y-T-D Current Year	Y-T-D Encumbrance	Total	Revised Budget	Budget
11 Administration					
Total Personnel Expenses	279,267.56	0.00	279,267.56	282,538.00	292,697.00
Total Personnel Benefits Expenses	137,965.30	0.00	137,965.30	134,043.00	146,948.00
Total Contract Expenses	130,278.84	0.00	130,278.84	130,650.00	136,600.00
Personnel Misc Expenses	16,998.40	278.00	17,276.40	18,235.00	17,795.00
Material & Supplies Expenses	12,835.50	0.00	12,835.50	15,350.00	11,200.00
Utilities Expenses	17,687.24	0.00	17,687.24	18,300.00	17,500.00
Maintenance Expenses	2,499.51	0.00	2,499.51	4,400.00	4,308.00
Misc Expenses	34,048.58	0.00	34,048.58	54,700.00	27,590.00
Capital Expenses	3,985.41	0.00	3,985.41	4,000.00	1,000.00
Total Expenditures	<u>635,566.34</u>	<u>278.00</u>	<u>635,844.34</u>	<u>662,216.00</u>	<u>655,638.00</u>
12 Council					
Total Personnel Expenses	15,804.20	0.00	15,804.20	15,000.00	14,700.00
Total Personnel Benefits Expenses	102,133.94	0.00	102,133.94	102,845.00	87,308.00
Total Contract Expenses	563.86	0.00	563.86	620.00	2,500.00
Personnel Misc Expenses	11,735.87	0.00	11,735.87	11,810.00	7,925.00
Material & Supplies Expenses	213.65	0.00	213.65	250.00	150.00
Utilities Expenses	0.00	0.00	0.00	0.00	0.00
Maintenance Expenses	0.00	0.00	0.00	0.00	0.00
Misc Expenses	81.25	0.00	81.25	100.00	715.00
Capital Expenses	0.00	0.00	0.00	0.00	0.00
Total Expenditures	<u>130,532.77</u>	<u>0.00</u>	<u>130,532.77</u>	<u>130,625.00</u>	<u>113,298.00</u>
13 Planning					
Total Personnel Expenses	47,693.34	0.00	47,693.34	50,000.00	47,848.00
Total Personnel Benefits Expenses	32,715.86	0.00	32,715.86	33,124.00	36,333.00
Total Contract Expenses	1,029.40	0.00	1,029.40	1,000.00	0.00
Personnel Misc Expenses	3,326.84	0.00	3,326.84	3,500.00	500.00
Material & Supplies Expenses	140.95	0.00	140.95	150.00	1,050.00
Utilities Expenses	0.00	0.00	0.00	0.00	0.00
Maintenance Expenses	0.00	0.00	0.00	0.00	0.00
Misc Expenses	939.00	0.00	939.00	940.00	1,220.00
Capital Expenses	0.00	0.00	0.00	0.00	0.00
Total Expenditures	<u>85,845.39</u>	<u>0.00</u>	<u>85,845.39</u>	<u>88,714.00</u>	<u>86,951.00</u>
14 Parks & Facilities					
Total Personnel Expenses	126,517.57	0.00	126,517.57	130,600.00	121,583.00
Total Personnel Benefits Expenses	76,731.63	0.00	76,731.63	76,951.00	78,056.00
Total Contract Expenses	5,925.67	0.00	5,925.67	6,250.00	7,200.00

City of Craig

Revenue and Expense MTD and YTD

June 30, 2016

	Y-T-D Current Year	Y-T-D Encumbrance	Total	Revised Budget	Budget
Personnel Misc Expenses	0.00	0.00	0.00	0.00	0.00
Material & Supplies Expenses	23,763.16	(300.00)	23,463.16	16,800.00	5,800.00
Utilities Expenses	13,356.04	0.00	13,356.04	14,500.00	13,000.00
Maintenance Expenses	6,206.35	(81.50)	6,124.85	6,100.00	0.00
Misc Expenses	6,011.19	0.00	6,011.19	6,075.00	10,133.00
Capital Expenses	<u>205,302.66</u>	<u>4,064.37</u>	<u>209,367.03</u>	<u>212,500.00</u>	<u>50,000.00</u>
Total Expenditures	<u>463,814.27</u>	<u>3,682.87</u>	<u>467,497.14</u>	<u>469,776.00</u>	<u>285,772.00</u>
15 Public Works					
Total Personnel Expenses	116,105.21	0.00	116,105.21	105,387.00	128,385.00
Total Personnel Benefits Expenses	78,084.44	0.00	78,084.44	86,803.00	91,956.00
Total Contract Expenses	601.00	0.00	601.00	700.00	500.00
Personnel Misc Expenses	1,210.45	0.00	1,210.45	1,200.00	1,675.00
Material & Supplies Expenses	19,898.29	(16.53)	19,881.76	19,900.00	17,540.00
Utilities Expenses	14,602.47	0.00	14,602.47	15,900.00	18,600.00
Maintenance Expenses	28,261.52	885.12	29,146.64	30,000.00	17,000.00
Misc Expenses	3,961.89	0.00	3,961.89	4,025.00	5,029.00
Capital Expenses	<u>27,238.20</u>	<u>0.00</u>	<u>27,238.20</u>	<u>27,300.00</u>	<u>1,500.00</u>
Total Expenditures	<u>289,963.47</u>	<u>868.59</u>	<u>290,832.06</u>	<u>291,215.00</u>	<u>282,185.00</u>
16 Police					
Total Personnel Expenses	533,338.79	0.00	533,338.79	532,604.00	509,465.00
Total Personnel Benefits Expenses	331,535.18	0.00	331,535.18	332,753.00	361,172.00
Total Contract Expenses	1,994.62	1,200.00	3,194.62	3,390.00	1,000.00
Personnel Misc Expenses	4,672.49	0.00	4,672.49	4,705.00	2,000.00
Material & Supplies Expenses	50,225.24	125.50	50,350.74	50,400.00	38,900.00
Utilities Expenses	22,578.06	0.00	22,578.06	24,600.00	25,518.00
Maintenance Expenses	552.97	0.00	552.97	600.00	1,000.00
Misc Expenses	14,187.40	597.22	14,784.62	12,100.00	16,805.00
Capital Expenses	<u>10,580.69</u>	<u>566.51</u>	<u>11,147.20</u>	<u>11,200.00</u>	<u>1,000.00</u>
Total Expenditures	<u>969,665.44</u>	<u>2,489.23</u>	<u>972,154.67</u>	<u>972,352.00</u>	<u>956,860.00</u>
17 EMS					
Total Personnel Expenses	90,195.23	0.00	90,195.23	91,000.00	91,924.00
Total Personnel Benefits Expenses	42,790.99	0.00	42,790.99	43,064.00	53,129.00
Total Contract Expenses	3,058.12	0.00	3,058.12	3,450.00	3,748.00
Personnel Misc Expenses	4,068.00	0.00	4,068.00	4,900.00	3,800.00
Material & Supplies Expenses	20,098.95	941.92	21,040.87	21,600.00	15,400.00
Utilities Expenses	5,536.79	0.00	5,536.79	6,000.00	5,300.00
Maintenance Expenses	4,718.92	0.00	4,718.92	9,146.00	1,000.00

City of Craig

Revenue and Expense MTD and YTD

June 30, 2016

	Y-T-D Current Year	Y-T-D Encumbrance	Total	Revised Budget	Budget
Misc Expenses	2,716.63	0.00	2,716.63	2,720.00	3,260.00
Capital Expenses	<u>7,833.69</u>	<u>0.00</u>	<u>7,833.69</u>	<u>9,000.00</u>	<u>1,000.00</u>
Total Expenditures	<u>181,017.32</u>	<u>941.92</u>	<u>181,959.24</u>	<u>190,880.00</u>	<u>178,561.00</u>
18 Fire Department					
Total Personnel Expenses	0.00	0.00	0.00	0.00	0.00
Total Personnel Benefits Expenses	1,644.72	0.00	1,644.72	1,700.00	4,186.00
Total Contract Expenses	0.00	0.00	0.00	0.00	4,200.00
Personnel Misc Expenses	2,559.23	0.00	2,559.23	2,900.00	2,100.00
Material & Supplies Expenses	3,619.78	0.00	3,619.78	3,700.00	1,400.00
Utilities Expenses	4,493.03	0.00	4,493.03	4,500.00	3,800.00
Maintenance Expenses	448.25	0.00	448.25	500.00	2,000.00
Misc Expenses	2,820.00	0.00	2,820.00	3,000.00	4,000.00
Capital Expenses	<u>12,692.90</u>	<u>0.00</u>	<u>12,692.90</u>	<u>12,800.00</u>	<u>10,371.00</u>
Total Expenditures	<u>28,277.91</u>	<u>0.00</u>	<u>28,277.91</u>	<u>29,100.00</u>	<u>32,057.00</u>
19 Library					
Total Personnel Expenses	59,028.58	0.00	59,028.58	62,000.00	63,017.00
Total Personnel Benefits Expenses	32,096.87	0.00	32,096.87	29,689.00	14,010.00
Total Contract Expenses	939.07	0.00	939.07	670.00	0.00
Personnel Misc Expenses	160.00	(100.00)	60.00	160.00	235.00
Material & Supplies Expenses	14,027.28	(904.22)	13,123.06	13,310.00	9,650.00
Utilities Expenses	5,813.56	0.00	5,813.56	6,500.00	8,460.00
Maintenance Expenses	14.36	0.00	14.36	0.00	1,000.00
Misc Expenses	516.00	0.00	516.00	600.00	803.00
Capital Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Expenditures	<u>112,595.72</u>	<u>(1,004.22)</u>	<u>111,591.50</u>	<u>112,929.00</u>	<u>97,175.00</u>
24 Recreation					
Total Personnel Expenses	38,371.81	0.00	38,371.81	40,500.00	45,291.00
Total Personnel Benefits Expenses	27,192.54	0.00	27,192.54	28,009.00	30,780.00
Total Contract Expenses	3,862.37	0.00	3,862.37	3,900.00	2,500.00
Personnel Misc Expenses	0.00	0.00	0.00	0.00	0.00
Material & Supplies Expenses	3,892.81	0.00	3,892.81	4,000.00	1,700.00
Utilities Expenses	11,013.37	0.00	11,013.37	11,000.00	16,000.00
Maintenance Expenses	0.00	0.00	0.00	0.00	1,000.00
Misc Expenses	2,364.40	0.00	2,364.40	2,525.00	3,411.00
Capital Expenses	<u>1,692.29</u>	<u>0.00</u>	<u>1,692.29</u>	<u>2,000.00</u>	<u>2,000.00</u>

City of Craig

Revenue and Expense MTD and YTD

June 30, 2016

	Y-T-D Current Year	Y-T-D Encumbrance	Total	Revised Budget	Budget
Total Expenditures	<u>88,389.59</u>	<u>0.00</u>	<u>88,389.59</u>	<u>91,934.00</u>	<u>102,682.00</u>
25 Aquatic Center					
Total Personnel Expenses	111,120.23	0.00	111,120.23	112,300.00	167,213.00
Total Personnel Benefits Expenses	72,061.85	0.00	72,061.85	71,500.00	105,982.00
Total Contract Expenses	4,317.56	0.00	4,317.56	4,450.00	4,000.00
Personnel Misc Expenses	272.00	0.00	272.00	300.00	14,969.00
Material & Supplies Expenses	17,734.43	(242.76)	17,491.67	15,520.00	15,000.00
Utilities Expenses	113,720.08	0.00	113,720.08	114,900.00	126,700.00
Maintenance Expenses	5,373.48	0.00	5,373.48	5,600.00	7,500.00
Misc Expenses	6,145.29	0.00	6,145.29	6,200.00	7,365.00
Capital Expenses	<u>141,556.66</u>	<u>0.00</u>	<u>141,556.66</u>	<u>141,650.00</u>	<u>135,500.00</u>
Total Expenditures	<u>472,301.58</u>	<u>(242.76)</u>	<u>472,058.82</u>	<u>472,420.00</u>	<u>584,229.00</u>
31 PSN Hatchery					
Total Personnel Expenses	0.00	0.00	0.00	0.00	0.00
Total Personnel Benefits Expenses	0.00	0.00	0.00	0.00	0.00
Total Contract Expenses	56,364.52	0.00	56,364.52	61,000.00	35,000.00
Personnel Misc Expenses	0.00	0.00	0.00	0.00	0.00
Material & Supplies Expenses	201.33	0.00	201.33	0.00	0.00
Utilities Expenses	0.00	0.00	0.00	0.00	0.00
Maintenance Expenses	0.00	0.00	0.00	0.00	0.00
Misc Expenses	122.80	0.00	122.80	0.00	0.00
Capital Expenses	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Expenditures	<u>56,688.65</u>	<u>0.00</u>	<u>56,688.65</u>	<u>61,000.00</u>	<u>35,000.00</u>

City of Craig
Craig Gov Revenue w Rev Budget
June 30, 2016

	Y-T-D Actual	Revised Budget	Budget	Change
Local Taxes				
Property Tax	597,787	597,700	600,000	87
Sales Tax	1,549,171	1,540,000	1,625,000	9,171
Delinquent Sales Tax	15,434	15,000	2,000	434
Liquor Sales Tax	115,238	115,000	120,000	238
Property Tax Penalties	4,669	5,000	2,000	(331)
Sales Tax Penalties	2,832	2,250	0	582
Total Local Taxes	2,285,131	2,274,950	2,349,000	10,181
State Revenue				
Property PILT Funding	298,338	298,338	300,000	0
State Revenue Sharing	146,041	146,041	145,406	0
Liquor Revenue Sharing	7,700	7,700	10,000	0
Fish Bus Tax - DOR	342,739	250,000	250,000	92,739
Shared Fish Tax - DCED	4,965	4,900	8,000	65
National Forest Receipts	10,000	10,000	0	0
Total State Revenue	809,783	716,979	713,406	92,804
Permits & Fees				
EMS Service Fees	61,025	40,000	50,000	21,025
EMS Training Fees	3,619	3,000	5,000	619
EMS Write Off	(26,490)	(25,000)	0	(1,490)
Aquatic Center Revenue	49,917	49,900	61,000	17
Library Fees	2,534	2,000	1,000	534
Recreation Revenue	11,747	11,000	10,000	747
Senior Card Fees	3,905	3,900	1,000	5
Taxi Permit Fees	0	0	50	0
Building Permit Fees	1,110	1,000	1,000	110
Access Permit Fees	15,897	15,800	7,000	97
Subdivision Fees	115	0	0	115
Total Permits & Fees	123,379	101,600	136,050	21,779
Local Revenue				
Property Lease/Rentals	89,850	89,800	70,000	50
Material Sales	0	0	1,000	0
Equipment Sales	1,175	1,000	0	175
Dump Waste Fees	568	500	0	68
K Salmon Hatchery Support	3,165	0	0	3,165
Total Local Revenue	94,758	91,300	71,000	3,458
Public Safety Funds				
Police-Fines,Citation	11,635	12,000	7,000	(365)
Drivers License Fees	357	0	0	357
Motor Vehicle Commision	65,843	65,000	57,000	843
Dog Licenses	85	0	0	85
State Trooper Dispatch	10,000	10,000	10,000	0
State Jail Contract Revenue	322,724	322,000	286,584	724
Klawock Dispatch	48,455	50,000	50,000	(1,545)
Total Public Safety Funds	459,099	459,000	410,584	99
Other Revenue				
Interest Income (CKNG & CD)	25	0	0	25
Interest Income (A/R)	6,170	6,000	1,000	170
Misc Revenue	6,187	6,100	5,000	87
Donations Received	535	500	0	35

City of Craig
Craig Gov Revenue w Rev Budget

June 30, 2016

	Y-T-D Actual	Revised Budget	Budget	Change
TRANSFER FROM EQUIP. RESERVES	0	60,606	0	(60,606)
TRANSFER FROM CAPITAL RESERVES	0	0	(50,000)	0
TRANS.FRM RESTRICTED FUND NFR	0	0	(400,000)	0
TRANS.FRM.RESRV/SPECIAL PROJCT	0	0	135,000	0
Total Other Revenue	12,917	73,206	(309,000)	(60,289)
Total Revenues	\$ 3,785,067	\$ 3,717,035	\$ 3,371,040	\$ 68,032

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: August 12, 2016
RE: August Staff Report

1. PSN King Salmon/POW Hatchery Update

Cost recovery efforts at Port St. Nicholas are near their conclusion for the year. Mr. Greg McMillan of Keta Seafoods oversaw the effort, which raised about \$5,400 to date for support of PSN king salmon production. I met with Greg recently to discuss this year's cost recovery effort, and find out what he has planned for 2017. Greg tells me he does plan another attempt at cost recovery in Port St. Nicholas this summer, and fully intends to resume cost recovery efforts in 2017. The cost recovery contract approved by the city council earlier this year runs through 2018.

The City of Coffman Cove, with whom the City of Craig has partnered to meet PSN hatchery expenses the past several years, did not approve the PSN hatchery operating agreement when it met on July 21. The council there is concerned with the increasing cost of raising the salmon. The Coffman Cove city council discussed this matter at its August 2 workshop, which SSRAA's Jeff Lundberg and I attended at the invitation of the city. During the workshop at least two members of the city council stated their desire to see the City of Craig pay for a higher percentage of the cost of raising the king salmon. Currently the proposed operation agreement has the City of Craig and the City of Coffman Cove dividing the cost of operation based on the percent of smolts each community receives from the hatchery. Some on the Coffman Cove city council believe that Craig receives a greater benefit from its returning king salmon than Coffman Cove receives from the king salmon returning to their community. In addition, some at the city believe that the operating agreement should account for the amount of capital funds put into constructing the hatchery, instead of dividing the annual operating cost by the amount of smolts delivered to each community. The discussion concluded with the understanding that the City of Coffman Cove will draft new language for the agreement and submit that language to the City of Craig for review, with the hope of reaching an agreement on sharing operating costs. When I receive the draft language from Coffman Cove I will review it and report back to the council.

The transition of operation of the Klawock River facility from POWHA to the Southern Southeast Regional Aquaculture Association took place, officially, on July 24. The workers at the hatchery are now employed by SSRAA.

2. POWCAC Update

The POW Community Advisory Council met on July 26 in Whale Pass. Agenda items included the following.

- A. Introduction and Q&A with Ms. Sheila Finkenbinder, candidate for House District 35. Ms. Finkenbinder. The candidate gave a brief talk and took a few questions from the membership.

- B. An update on the USFS landscape assessment project (see item 3, below).
- C. Reviewing proposed changes to the State Transportation Improvement Plan. POWCAC will draft a letter commenting on the proposed changes. STIP changes affecting POW Island include:
 - 1. Adding \$1.82 million for improvements to the Goose Creek Road in fiscal year 2018.
 - 2. Deferring \$27.6 million for upgrades to the Neck Lake Road beyond fiscal year 2019.
 - 3. Adding \$227,000 to build two weather information station sites on the POW road system for use by DOTP/F staff, and to the traveling public using the 511 traveler information and Road Weather Information System websites.
 - 4. Moving \$1.7 million from fiscal year 2019 to FY 2018 to add parking area for the Hollis IFA and seaplane float facility.
 - 5. Adding \$191,000 to fiscal year 2018 to construct a footbridge in Hollis across the Harris River.
- D. The POWCAC chair reminded the group that the next round of funding from the Community Development Block Grant program is coming this fall.
- E. Discussion regarding sending comments to the Regulatory Commission of Alaska regarding the need for improved cell phone coverage on POW. Coffman Cove has worked for some time with private cell phone carriers to improve service to north POW. Coffman Cove wants to continue its efforts and asked POWCAC members if the group is willing to support the north end communities on this matter. The membership unanimously agreed to do so.

The next POWCAC meeting is set for Craig on September 27. The City of Craig and the Craig Tribal Association will jointly host the meeting.

3. USFS Landscape Assessment Project

As I noted in recent staff reports, the US Forest Service has initiated what it calls a landscape assessment process for POW. The agency hopes to identify a wide range of projects in the assessment document and undertake a single NEPA review of those projects. The agency hopes to identify projects that will take place over the next 10-15 years. The landscape assessment process will likely take at least two years to complete. A local group has assembled to provide input to the Forest Service on project alternatives. That group has secured some funding to hire someone to facilitate the group's meetings. A recent attempt to invite proposals from interested facilitators resulted in no response. The group intends to re-advertise the solicitation after considering some changes to the solicitation.

4. Dispatch Center Upgrade

The Craig Tribal Association secured \$180,000 from the Tribal Transportation Program Safety Fund to upgrade a portion of the Craig Police Department dispatch center. The upgrade is intended to assist Craig dispatch in communicating with EMS squads around POW. The upgrade will include some new hardware and software components, and some mobile and portable radios. City staff is working with staff from CTA to secure

bids for the needed equipment. I expect that the new hardware/software and radio order will be placed in early August.

On a related note, the CTA also secured funding from the same grant source for creation of a driver's education course to be taught locally.

5. Proposed Road to North Side of Tribal Hall

The Craig Tribe is preparing to begin design work on a road between Cold Storage Road and the lower level of the Tribal Hall. The road will run along the property line behind AC Thompson House due east to a point near the north side of the CTA hall. The design may include a short connecting road up to the post office parking lot. Once built the new road will replace the existing driveway used to reach the lower level of the CTA building from Cold Storage Road. At some point the CTA may propose a long-term, formal agreement with the city to accommodate parking and access needs to the north side of the building. Until then the CTA uses city property to accommodate parking needs at the north side of the building. In addition, a portion of the Head Start playground occupies city property.

6. Alaska DEC Pesticide General Permit Renewal

I am still working on gathering background information on this in preparation for city comments. As a synopsis, the Alaska Department of Environmental Conservation proposes to reissue a general permit (GP) originally issued by the Environmental Protection Agency that regulates the application of pesticides that leave a residue after the active ingredient in the pesticide has become inert. The GP applies to the use of insecticides that leave a residue when the insecticide is used for:

- Mosquito and other flying pest control;
- Aquatic weed and algae control;
- Aquatic nuisance animal control;
- Forest canopy pest control.

The GP does require reporting and evaluation efforts by the party applying the insecticide, including the filing of a Notice of Intent prior to application of a pesticide.

This proposed reissuance of this GP should not be confused with a more controversial effort in 2013 to change state regulation regarding notification of the use of pesticides applied by state agencies on state-owned land.

For this proposed GP reissuance, the regulation includes compliance with the following sections of federal pesticide application requirements:

1. Submit a Notice of Intent (NOI), Part 1.2.2 to DEC;
2. Technology-Based Effluent Limitations, Part 2.2: Decision-makers' Responsibilities for All Decision-makers;
3. Technology-Based Effluent Limitations, Part 2.2: Decision-makers' Responsibilities for Decision-makers Required to Submit NOIs;
4. Water Quality, Part 3;
5. Monitoring, Part 4;
6. Pesticide Discharge Management Plan, Part 5;
7. Corrective Action, Part 6;

8. Recordkeeping, Parts 7.1, 7.4, and 7.5
9. Annual Report, Part 7.6 to DEC;
10. Permit Conditions Applicable to Specific States (including Territories) and Indian Country Lands, Part 9;
11. Standard Permit Conditions, Appendix B; and
12. If self-applying a pesticide, requirements also include:
 - a. Technology-Based Effluent Limitations, Part 2.1: Applicators' Responsibilities.

I will draft comments to DEC from the city drawing on comments made to the agency in 2013 regarding the need for mechanical removal of weeds and invasive species as the primary means of controlling these plants.

7. RAC Projects Approval

In last month's staff report I noted that the POW Resource Advisory Committee approved nine projects for POW. Those nine projects are:

Luck Lake Access Improvement Project Phase I:	\$90,000.00
Hollis School Water source Dam:	\$85,000.00
Southeast Prince of Wales Wolf Activity:	\$18,375.00
Thorne Bay Claw Trail:	\$27,000.00
Kasaan Road Improvements:	\$67,500.00
Klawock Lake Sockeye Enhancement/Restoration:	\$72,000.00
Winter Harbor Vault Toilet:	\$38,700.00
Sandy Beach Picnic Area Restoration:	\$72,275.00
Cavern Lake Platform:	\$34,650.00

The final approval for this funding rests with the forest supervisor, who gave that approval to the projects last week.

At this point I will begin work on the Klawock Lake sockeye enhancement project. I intend to contact both the Alaska Department of Fish and Game and staff at SSRAA to determine the steps involved in completing the paperwork.

8. Sen Murkowski Visit

Senator Murkowski made a campaign stop to POW on August 8, which included a two hour visit in Craig. The senator talked about the prospects for legislative action in Congress after the August recess. She mentioned that the Water Resources Development Act, which includes an authorization for the harbor project at the cannery property, has bipartisan support and could make its way through Congress as early as September.

The senator also remembered council member Mike Douville offering to take the director of NOAA with him on a long line trip to try to impress upon the director the need for electronic monitoring, versus the unnecessarily intrusive in-person fisheries observers that the federal agency now requires for federally managed fisheries. Sen. Murkowski stated that she still is in touch with the NOAA director about making the trip, although the director's office has yet to accept the offer.

Senator Murkowski also took questions from those in attendance. She took questions regarding access to public lands, the Affordable Care Act, questions about the State of Alaska's fiscal challenges, and talked about strategies of getting legislation through Congress.

9. Employee Health Insurance Benefit

In looking ahead to FY 2018, I am working with insurance brokers in Ketchikan to secure two and possibly three bids for the city's employee health insurance benefit. There are apparently at least two carriers in addition to Premera now in the Alaska group health insurance market. In order to get meaningful bids from the additional carriers the city's employees and council members will be asked to complete confidential health history questionnaires. The completed questionnaires will provide the basis for the competing bids for consideration by the budget committee and city council as we put together the FY2018 budget next spring. Given that the benefit consumes more than \$500,000 of the city's operating budget it is in the city's interest to periodically conduct a formal bid from eligible vendors to provide the health insurance coverage.

10. Travel/Leave Schedule

September 20-22: To Petersburg for SE Conference annual meeting.
September 23-28: Personal leave.

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Planner
Date: August 5, 2016
RE: Planning Department Staff Report – August 2016

1. Pending Land Leases/Land Sales
 - a. Land Sale to Tyler Rental. At the March 17, 2016 the council authorized negotiations with Tyler Rental of a sale of some portion of Lots D-1 and D-2, Crab Cove based on their request. We have come to a tentative agreement on the size and location of the parcel that Tyler is interested in. Tyler is now working on an appraisal and preliminary survey plat as part of the negotiations. Since this is their busy season, like many others, I expect that they will get back to work on this project after summer.
 - b. Trojan Lease. The council has approved negotiations of a lease with Richard Trojan of lands and tidelands adjacent to the public works shop area. Ron McIntosh and I have met with Richard on site and have provided a rough layout of the area that Rich wants to lease. Rich will work on the survey and appraisal of the area. Rich met with the US Army Corps of Engineers recently regarding the project.
 - c. Radio Site Lease. KTKN Radio in Ketchikan previously leased space from Craig Cable TV for equipment and an antenna to provide radio service to the Craig area. With Craig Cable being out of business they have requested placement of equipment and antenna on one of the poles that currently have our Tsunami sirens on them. They have not submitted an application yet. I will continue to work with them on this issue and anticipate that an application and ordinance will be sent to the council at a future date.
 - d. Tract 15 Development. I am working with AP&T to move some poles along Ptarmigan Street to accommodate the new street and expanded cul-de sac for Tract 15. We have added the road work that is required to the project to the work that Southeast Roadbuilders will be doing for us as part of Phase 4 paving. They plan to begin preliminary work on roads in mid August and pave next year. By adding Willow Court and the expansion of the Ptarmigan Street cul-de-sac to their work it will allow us to cut costs significantly. SE Roadbuilders will clear and grub the area and will use clean rock material that they recover from the rest of the road project to construct the new road and expanded cul-de-sac. We will secure a contractor to remove the existing building and concrete pads from the Craig Cable TV site after August 31st, which is the date that we have given them to remove the satellite dishes. I still plan to bring a memo at a future council meeting asking the council to consider using land development funds to pave Willow Court and the expanded area of the Ptarmigan Street cul-de-sac during the Phase IV project. I have issued a notice to proceed to Horan and Company to start the appraisals.

2. Craig Aquatic Center Renovation. CBC has completed the roof installation and installation of the new structural beam on the top of the north wall. They have also completed the concrete work, roofing, and framing of the new mechanical room. The east wall is also complete. The contractor is concentrating on moving the mechanical and electrical subcontractors along over the next few weeks. Based on some a handful of changes the substantial completion date has been pushed to mid-September. Doug Ward will be our point person with the contractor while I am gone in August.
3. Comprehensive Plan Update. After the council's direction at the last meeting regarding an update to the city's comprehensive plan I have been worked to complete the first draft of the updated background section of the plan, which primary deals with demographic, housing, economic, transportation and other data. I have distributed a draft to department heads, the school district superintendent, and the planning commission for their input. At the end of August I will review all comments and make changes to the draft. The draft background study will not be completed until the community survey has closed since there are a number of data points that will be collected with the survey. I will have a draft survey to the council for the September 1, 2016 council meeting. If the council does not have significant changes to the survey I will put it out for the public over the course of September and likely into October. Once the survey is closed and I have completed the background study we will start the public input process on issues, goals and objectives.
4. Prince of Wales Preparedness Fair. The Local Emergency Planning Committee has been working on the biennial area wide preparedness fair. The first fair was held in 2014. The fair will be held in September (National Preparedness Month) and will emphasize personal and family emergency preparedness. Following the model that we established in 2014 we will host island 3rd – 5th graders and have educational sessions, search and rescue dog demonstrations, a tour of emergency vehicles and the opportunity to experience the state's earthquake simulator on Friday, September 16th. In 2014 we had approximately 135 students and staff. On Friday night we will have a presentation on the Cascadia Subduction Zone and earthquake/tsunami threat on the west coast. On Saturday, September 17th we will have community classes and preparedness information booths set up for the community to visit. The State of Alaska has an earthquake simulator that they will be bringing to POW for this preparedness fair. We plan on making the simulator available at a number of events between September 16th and 20th. Flyers will be posted around the island over the next several weeks.
5. Vacation. I will be out of the office from August 8 – August 25 for vacation. I will be back in the office on August 26th.



New East Wall



New Ducting in the Lobby



New AHU I and Mechanical Room Framing



Setting a new window in the East Wall

7/14/16-8/10/16

Submitted by Kimberly Baxter

Volunteer Hours: 40

Patron Visits: 1,729

Circulation: 1032

Computer Usage: 782

Tests Proctored: 2

Meetings: 2

Alaska Digital Library Downloads: (Report site down)

Programs/Events:

Get in the Game...Read! Our summer reading program is going strong with 95 participants. There are programs, activities and prizes for all ages. End of the program party scheduled for Saturday, August 20th.

Aug 13th: Book Club. Discussing: Rowing to Latitude

Aug 12th: Hamlet Explained – videoconference

Child Care Story Time: Every Tuesday, 9:30

Preschool Story Time: Every Friday, 10:00am

Read 1000 Books Before Kindergarten (Ongoing)

The Association for the Education of Young Children gifted the library a large box of books. Twenty titles will be added to the children's collection, and the remaining duplicates (55 books) will be offered to patrons in the book exchange/sale area in the front entryway. Their hope was that we would make the books easily available to interested patrons/community members.

VISTA:

Public Libraries Advance Community Engagement (PLACE) grant applied for. This grant supports a book club format type educational opportunity to learn about climate change in the Southeast Alaska region. This grant is sponsored by NOAA.

**CITY OF CRAIG
MEMORANDUM**



Date: August 3, 2016
To: Honorable Dennis Watson, Craig City Council
Fr: RJ Ely, Police Chief
Re: Staff Report / July 2016

RJ Ely

ACTIVITY

Activity from June 30, 2016 through July 31, 2016. Dispatch Center took the following amount of calls for service:

Craig	729
Klawock	367
AST	17

DEPARTMENT OF MOTOR VEHICLES

Drop offs are still being used. CDL Road Testing has increased, as has motorcycle road tests.

DISPATCHER(S)

Travis Tuttle has almost completed training and should be signed off soon.

Rebecca Glandon should return to work, end of September.

OFFICER(S)

Ofc. Bryan Bixler started the Police Academy in Sitka, July 31, 2016.

I have received Ofc. Ben Page's Police Officer Certification and will present to him, during our next Department Staff Meeting.

OTHER

Funding has been secured through A.P.S.C. for training in Ketchikan, for Sgt. Medina to attend Strangulation Response, Investigation and Prosecution.

New Director of A.P.S.C. (Alaska Police Standards Council) Bob Griffiths was on island, stopped in and met with Sgt. Medina, on my behalf.

Finishing up with CTA, communications grant for upgrades within the dispatch center.

I am looking into ways to fund replacement of Radar Units in all vehicles. Two have stopped working and it's cheaper to purchase new, vs repairing older units.

I am researching EMD (Emergency Medical Dispatching) or similar systems to aid in medical calls, prior to ambulance / medic's arriving on scene.

Memo

To: Mr. Mayor, Craig City Council

From: Ron McIntosh, Public Works Director

CC: Jon Bolling, City Administrator

Date: August 12, 2016

Re: Public Works Council Report for August 18, 2016

Activities and status:

1. The City of Craig Phase 4 Paving Project is still scheduled to begin in August on utilities and grading. Paving is still scheduled for 2017.

Issues have arisen with the construction coordination pertaining to some alignment adjustments with regards to power poles and some additional unforeseen drainage requirements. This will result in some additional increases in cost for drainage structure.

Procedures with APT are moving forward for the power pole issues.

2. Public Works and Facilities will install a boardwalk extension across the front of the Ruth Ann's Restaurant site, connecting the walking surface for pedestrians. This work is waiting on the remaining materials from the vendor.
3. Alder trimming and signage repair and replacement are ongoing.

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

City Council Report for August, 2016

Dear Council Members and Mayor Watson,

The City of Craig is hosting the 2016 Salmon Derby and Social being held at the Web Loft at Cannery Point on Saturday, August 20th. Doors open at 6:30. We will have food, music, a cash bar, raffles, auctions and fun for the entire family. Admission is \$10 and kids are free. Greg Dahl and the AC Store is donating and helping with the food, Wayne Baxter is gathering donations, Melissa Peavey is assisting with decorating and food. This is a collaborative effort. We hope to see you all there supporting King Salomon enhancement of Prince of Wales Island.

Soccer season is happening, and players can join anytime! We have skills and scrimmages Tuesday and Thursday at 6 and Saturdays scrimmages at 2:30pm. Thank to Steve and Jill Lucey and Trampis and Trish Conaster! Join the fun. Ages 4 and up for \$10 for the season which will end on August 27th with a potluck and water fight. Adult Soccer is on summer break, but contact Steve or Jill if you want to play. There is a 6pm on Sunday & Wednesday at 8pm, following Roller Derby classes at 6pm to 8 also on Monday.

Summer fun days are for all school aged children, we meet at the Craig youth and Rec Center on Tuesday and we will skate at the gym at 4, Thursday the big event is dodgeball with the Craig Police at 4pm. A \$2 donation is requested.

Tonight is rollerskating or blading at 7pm, \$1 admission, \$2 rents skates or blades.

At the Craig City Gym Volleyball open gym is on Tuesdays and Thursdays. At 7pm for \$2 to play, August special just \$1 Soccer is Wednesday at 8 to the Sunday at 6 line up. Stephen Lucey spearheaded this program. His wife Jill is the Klawock Music teacher and she plays soccer and is on the board of the POW Salty Roller Girls Roller Derby team which meets on Monday and Wednesday at 6 to practice, adults are welcome.

There is still yoga on Tuesdays at 6:30 with a certified instructor for \$10. Spanish Conversation is on Wednesdays at 6pm for free! We need native speakers or beginners. Come join the fun. The interagency meeting is held there every 2nd Tuesday of the month at noon, which is a networking opportunity for the area agency's.

Skating or blading every Friday at 7pm, \$1 admission, \$2 rents skates or blades. Lonnie Mills and Carrie Dawn Durgan will open the gym at 8:30pm for youth basketball for 5th graders and middle

schoolers! Youth and Rec Center had magic and D and D Saturdays at 3 with Jon Wilburn.

Wilderness First aid will be offered on August 22 and 23rd from 10 to noon, that's a Monday and Tuesday for all school aged kids! A First Aid kit will be included in the program. Details will be coming soon.

The next Swap Meet has been pushed back to September 3rd as a back to school event. 10 to 2 at the Craig City Gym. rent a table by calling Craig City Hall at 826-3275 or me at 826-2575, non profits are free and other tables are \$10 for the 1st and 5\$ for additional, unless you just show up tomorrow and then it is \$15. Come shop and find treasure!

Gymnastics workshops will be held September 10, October 8 and November 12 for ages 2 and up.

The City Gym can be rented for \$15 an hour and the Craig Youth/Recreation Center for \$25. The Craig 4th of July committee is renting out the bouncy house for parties for just \$75 an hour and that includes a committee member to run the house but you must rent the gym first and make arrangements for the bounce house thru Hannah Basinet.

I am looking for a part time help, just 10 hours a week, if you like to work with kids and have flexibility! A few afternoons with elementary ages and a evening or 2 at the Rec Center with middle to high schoolers.

**City of Craig invites you to the 2016
King Salmon Derby
\$10,000 Raffle drawing. Social and Fundraiser.
Saturday, August 20, at 6:30pm.**

Raffle Drawing, and live and silent Auctions. Food! ***Live Music!***
At the Ward Cove Cannery **Web Loft**. Doors open at 6:30pm,
Admission \$10 with Cash Bar!!

Kids free! *Appetizers included and bring one to share!*

Salmon Derby tickets: A Single Ticket is \$35.00 Family Ticket is \$100.00. A non fishing Raffle Ticket is \$20.00. Tickets available at locations in the Craig / Klawock area-including weigh stations at Black Bear Store and Petro Marine Alaska stores, JT Browns, Log Cabin Sports, local lodges **and at the social**. All proceeds from the Fundraising Social and Auction support King Salmon Enhancement on Prince of Wales Island. Your support is greatly appreciated!





Parks & Public Facilities

8/12/2016

Staff Report - July 2016

To: Craig Mayor and City Council

From: Douglas Ward

Projects completed:

- Soccer Field Preparation
- Paint Parking lines at city hall, new medical building, and Police building.
- Prepare greasy pole for Fourth of July.
- Annual weed eating of board walk from Ruth Anne's to Cannery.
- Fill area between sidewalk and city hall with concrete.
- Replace two windows in headroom at Wastewater treatment plant.
- New picnic table assembly and placement throughout city parks.

Projects currently in progress:

- Annual Wood Boiler Maintenance
- Tree work and undergrowth removal in city parks.
- Jogging path annual weed eat & clean-up.
- Exterior door replacement at Wastewater treatment Plant




























Our department cut grass in city parks, and cut weeds around city buildings and properties. We also performed routine maintenance and repairs on city buildings and properties.

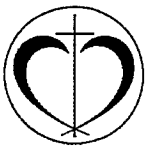
Work Orders Completed This Month:



Parks & Public Facilities

8/12/2016

-  High-1216-Anchor parking stops in parking area.xls
-  High-1217-Paint lines and handicap symbol in parking area.xls
-  High-1219-Paint parking lines.xls
-  High-1302-Replace Broken and Missing Siding on Entrance Porch.xls
-  High-1303-Find and prepare greasy pole for the Forth of July .xls
-  High-1304-Remount Exhaust Fan in Screen Room.xls
-  High-1305-Repair or Replace Exhaust Fan in Men's Room.xls
-  High-1307-Troubleshoot level control device for rotary screen and repair.xls
-  High-1308-Replace two windows in headroom.xls
-  High-1309-Annual Weedeat Board Walk from Ruth Anne's to Cannery.xls
-  High-1310-Remove old refrigerator and build stand for new one.xls
-  High-1312-Clean Gutters with lift.xls
-  High-1313-Mens urinal needs repair.xls
-  High-1314-Repair small leak on water heater upstairs mens room.xls
-  High-1315-Fill sinkhole in Triangle Park.xls
-  High-1316-Remove wasp nest from entrance to Public Health entrance.xls
-  High-1317-Fill in grass and gravel area between sidewalk and building with concrete.xls
-  High-1318-Emergency lighting not working in cell block. No lights #4, #5 with gen. on.xls
-  High-1319-Add fifth parking stop and realign three others. Repaint.xls
-  High-1321-Move miscellaneous items from gym stage area, as per Jon Bolloings request.xls
-  High-1322-Block access under city hall porch.xls
-  High-1327-Prep soccer field for Rec. Department. Take Nets and install, etc..xls
-  High-1328-Unplug sink and fix leak.xls
-  High-1329-Lawnmower Maintenance.xls
-  High-1330-Look at drinking fountain drain for corrosion issue as per Victoria.xls
-  Medium-1205-Repaint parking lines and handicap lines in parking lot.xls
-  Medium-1293-Clean out lint trap in washer and dryer.xls



RECEIVED

AUG 05 2016

July 25th, 2016

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

Dear Mr. Bolling:

A copy of the Quarterly Expenditure Reports for Southeast Senior Services' Craig/Klawock Program is enclosed. These reports cover the fourth quarter period from April 1, 2016 through June 30th, 2016.

The following services were provided during the fourth quarter of Fiscal (FY) 2016:

- * 22 individuals received 784 home-delivered meals.
- * 58 individuals received 928 congregate meals.
- * 23 individuals received 617 unassisted rides.
- * 7 individuals received 243 assisted rides.
- ** 24 individuals received 45 assisted/unassisted rides to/from the Hollis ferry (this count includes Escorts.)
- ** 3 individuals received 4.5 hours of Driver Homemaker services.

** The Hollis ferry rides are provided through a DOT "Purchase of Services" grant and Driver Homemaker services are provided through funds available through a Title VI Caregiver Support grant.

On behalf of Craig/Klawock seniors, I would like to thank you for your continued support of the Craig/Klawock Senior Program.

Sincerely,

Erin Walker-Tolles
Executive Director

EWT/ab

Enclosures

Description	1st Quarter Actual	2nd Quarter Actual	3rd Quarter Actual	4th Quarter Actual	Year to date Actual
4001 T3 NSIP	\$ 529.80	\$ 463.20	\$ 546.50	\$ 404.40	\$ 1,943.90
4003 DOT Rides	\$ 2,482.36	\$ 2,482.34	\$ 845.06	\$ 1,637.29	\$ 7,447.05
4033 T3 Nutrition & Transportation	\$ 18,595.86	\$ 16,361.91	\$ 14,799.79	\$ 16,554.01	\$ 66,311.57
4100 City of Craig	\$ 1,873.50	\$ 1,873.50	\$ 1,873.50	\$ 1,169.50	\$ 6,790.00
4109 City of Klawock	\$ 2,490.51	\$ 2,490.51	\$ 2,490.51	\$ 2,528.47	\$ 10,000.00
4364 Title VI-Care Giver Support	\$ 6,480.36	\$ 3,265.39	\$ 3,250.10	\$ 2,520.17	\$ 15,516.02
4365 Title VI-NTS	\$ 32,380.99	\$ 20,792.74	\$ 29,730.18	\$ 23,065.19	\$ 105,969.10
4366 Title VI - NTS Klawock	\$ 958.04	\$ -	\$ -	\$ -	\$ 958.04
4369 Title VI-NSIP	\$ 203.88	\$ 2,062.48	\$ -	\$ 142.39	\$ 2,408.75
4410 Congregate Meal Contr-Over 60	\$ 252.00	\$ 44.00	\$ 347.00	\$ 195.00	\$ 838.00
4411 Congregate Meal Contr-Under 60	\$ 110.00	\$ 30.00	\$ 54.00	\$ 114.00	\$ 308.00
4412 Home Deliv Meal Contr-Over 60	\$ 128.00	\$ -	\$ -	\$ -	\$ 128.00
4414 Transportation Contr-Over 60	\$ 75.00	\$ 89.00	\$ 136.00	\$ 52.30	\$ 352.30
4415 Transportation Contr-Under 60	\$ -	\$ -	\$ 50.00	\$ 25.00	\$ 75.00
4420 POS Fares	\$ 316.00	\$ 250.00	\$ 194.00	\$ 178.00	\$ 938.00
4553 Medicaid	\$ 9,276.16	\$ 6,611.34	\$ 9,256.92	\$ 14,778.21	\$ 39,922.63
4600 In-Kind Revenue	\$ 972.00	\$ 972.00	\$ 972.00	\$ 972.00	\$ 3,888.00
4920 Fund Raising	\$ 234.30	\$ 200.00	\$ 1,176.59	\$ 400.00	\$ 2,010.89
4922 POS Match	\$ -	\$ 435.73	\$ (68.73)	\$ -	\$ 367.00
4950 Individual donations	\$ -	\$ 100.00	\$ -	\$ -	\$ 100.00
4990 Miscellaneous Revenue	\$ (0.02)	\$ -	\$ -	\$ -	\$ (0.02)
Total Revenue	\$ 77,358.74	\$ 58,524.14	\$ 65,653.42	\$ 64,735.93	\$ 266,272.23
6110 Salaries & Wages Expense	\$ 36,848.49	\$ 26,678.90	\$ 32,690.87	\$ 25,466.13	\$ 121,684.39
6115 Substitute Wages Expense	\$ 2,592.23	\$ 2,521.07	\$ 2,791.71	\$ 4,650.77	\$ 12,555.78
6120 Payroll Taxes & Benefits	\$ 8,828.91	\$ 8,467.47	\$ 9,419.12	\$ 6,632.45	\$ 33,347.95
6220 Staff Travel & Training	\$ 4,383.27	\$ 2,430.44	\$ 286.72	\$ 243.04	\$ 7,343.47
6223 Mileage	\$ 46.92	\$ 100.06	\$ 96.04	\$ 67.28	\$ 310.30
6310 Facility Rent	\$ 2,140.42	\$ 2,141.04	\$ 2,217.03	\$ 2,186.46	\$ 8,684.95
6311 In-Kind Rent	\$ 972.00	\$ 972.00	\$ 972.00	\$ 972.00	\$ 3,888.00
6320 Phone Service Charges	\$ 467.81	\$ 640.06	\$ 544.30	\$ 476.76	\$ 2,128.93
6410 Office Supplies	\$ 13.29	\$ 9.04	\$ 44.10	\$ 81.94	\$ 148.37
6420 Postage	\$ 125.18	\$ 17.02	\$ 141.08	\$ 127.65	\$ 410.93
6440 Vehicle Supplies	\$ 79.54	\$ -	\$ 11.25	\$ 134.83	\$ 225.62
6450 Program Supplies	\$ 341.76	\$ 370.32	\$ 814.58	\$ 884.06	\$ 2,410.72
6455 Computer Supplies	\$ -	\$ -	\$ -	\$ -	\$ -
6470 Household Supplies	\$ 92.87	\$ 714.15	\$ (14.61)	\$ 113.56	\$ 905.97
6475 Home Delivery Containers	\$ 3,924.34	\$ -	\$ -	\$ 543.75	\$ 4,468.09
6480 Raw Food	\$ 8,455.23	\$ 8,609.49	\$ 7,873.23	\$ 6,781.82	\$ 31,719.77
6485 Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -
6490 Gas & Oil	\$ 1,996.64	\$ 2,717.40	\$ 1,868.63	\$ 1,069.71	\$ 7,652.38
6510 Vehicle Repair	\$ 76.87	\$ 1,716.10	\$ 1,470.73	\$ 105.60	\$ 3,369.30
6520 Non-vehicle repair	\$ -	\$ -	\$ -	\$ -	\$ -
6540 Equipment Purch (under \$5,000)	\$ -	\$ -	\$ -	\$ 1,060.43	\$ 1,060.43
6550 Service Contracts	\$ 692.00	\$ 765.97	\$ 894.83	\$ 758.44	\$ 3,111.24
6610 Professional Services	\$ 318.55	\$ 259.87	\$ 151.87	\$ 247.43	\$ 977.72
6620 Vehicle Insurance	\$ -	\$ -	\$ 52.71	\$ 33.15	\$ 85.86
6630 Property & Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
6640 Dues and Subscriptions	\$ 1,824.67	\$ 1,732.02	\$ 2,023.33	\$ 1,714.91	\$ 7,294.93
6685 Bad Debt Expense	\$ 80.33	\$ -	\$ 752.73	\$ (270.93)	\$ 562.13
6700 Administrative Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditure	\$ 74,301.32	\$ 60,862.42	\$ 65,102.25	\$ 54,081.24	\$ 254,347.23
Excess Revenues over (under) Expenses	\$ 3,057.42	\$ (2,338.28)	\$ 551.17	\$ 10,654.69	\$ 11,925.00

Dear Craig Council members,

July 29, 2016

I want to thank the council for the decision you made in opposing the first reading of Ordinance 689, the proposal to purchase public land (part of a city park) for the purpose of a private garage/storage area. I was not able to attend the meeting and actually thought that it would first be heard by the Planning Commission.

The proposal to purchase that particular piece of city land was unacceptable on several levels. First of course is that it is currently public property and a park that was recently improved with considerable effort from the city. I have seen more use of the park area as a result, a trend I would hate to see reversed if this proposal were to pass. If such a purchase was allowed a precedent would then be set for others who might desire a beach front lot regardless of the city's efforts to plan for public and private land use within city limits. It also seems that the combined impact of a large garage/storage area with increased parking goes beyond the zoning restrictions of a bed and breakfast within a residential area.

I just wanted to thank the council for your efforts and for my renewed faith in city government and due process.

Sincerely,

Cheryl Fecko

August 8, 2016

Gretchen M. Klein
Prince of Wales Health Network Director
West Wind Plaza Suite 108
PO Box 812
Craig, AK 99921

Dear Gretchen:

Since the formation of the Prince of Wales Health Network (Network), healthcare services on Prince of Wales Island (POW) have improved tremendously. The collaboration of key providers has proven to be effective, resulting in enhanced, quality healthcare services for POW residents. In addition, the Network's goals to build a network of healthcare organizations that collaborate to strengthen the healthcare system on POW and to provide quality, sustainable services to the residents have been advanced. In support of continuing a level of valued services, SouthEast Alaska Regional Health Consortium (SEARHC) is pleased to assume the role of fiscal agent for the Network effective the second quarter of fiscal year 2017.

Looking forward, the relationship among the members of the Network, including SEARHC, PeaceHealth, Alaska Island Community Services, the Prince of Wales Island Services, Community Connections, Whale Tail Pharmacy and the State of Alaska's Department of Health and Social Services, will continue to build upon the Network's outcomes since its 2008 inception. As a fiscal agent for the Network, SEARHC will provide accounting and payroll services for Network staff, as well as for grant contracts and expenditures for the grant projects. SEARHC will provide legal support to review grant contracts and/or grant projects, as needed, to ensure all contracts and grant projects with legal language comply with federal/state and financial agent laws/policies, etc. Additionally, SEARHC will provide marketing services to assist/support grant projects and accounting services, in conjunction with the Fiscal Agent Grant Specialist, to work with the Network director and assist with grant audit preparations and support. And, payment for the above services will be made through received grant funds as budgeted.

We are dedicated to working with you and the key members of the Network in this critical collaboration effort as we take on the new role of fiscal agent for the Network. Please feel free to contact me if you have any questions.

Sincerely,



Leatha Merculieff
Vice President of Executive Administration

CC: PeaceHealth

CITY OF CRAIG

Account Statement - Period Ending July 31, 2016



ACCOUNT ACTIVITY

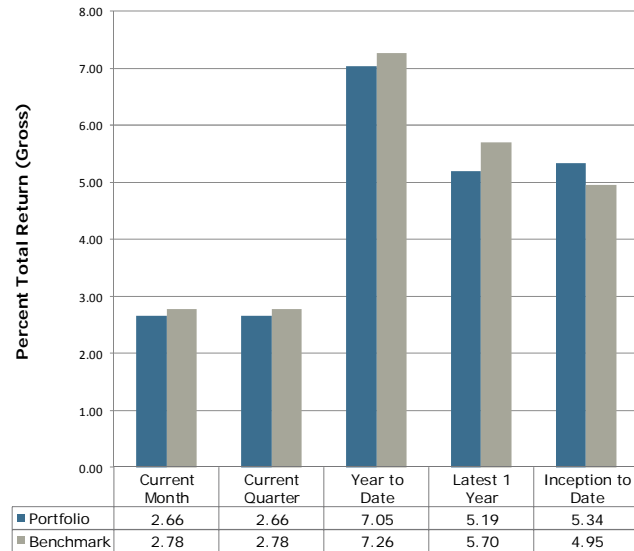
Portfolio Value on 06-30-16	9,368,795
Contributions	0
Withdrawals	-1,109
Change in Market Value	242,976
Interest	6,450
Dividends	0
Portfolio Value on 07-31-16	9,617,112

MANAGEMENT TEAM

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

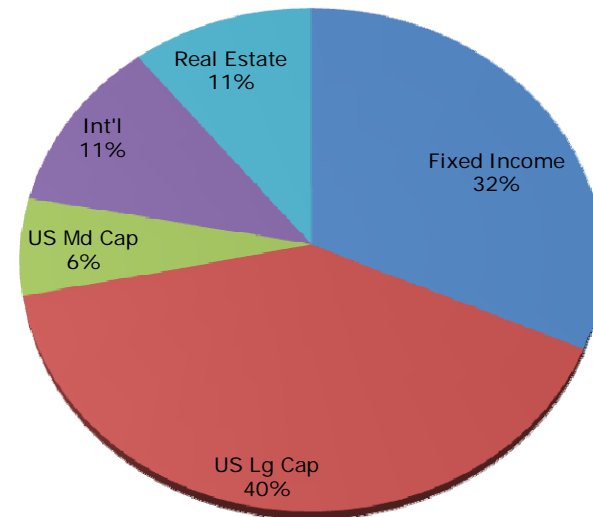
INVESTMENT PERFORMANCE

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
July 31, 2016

Asset Class & Target	Market Value	% Assets	Range
FIXED INCOME (34%)			
US Fixed Income (34.0%)	2,984,856	31.0	20% to 45%
Cash (0.0%)	63,583	0.7	na
Subtotal:	3,048,438	31.7	
EQUITY (66%)			
US Large Cap (40.0%)	3,850,406	40.0	30% to 50%
US Mid Cap (6.0%)	601,628	6.3	0% to 10%
Developed International Equity (10.0%)	1,081,200	11.2	5% to 15%
Real Estate (10.0%)	1,035,440	10.8	5% to 15%
Subtotal:	6,568,674	68.3	
TOTAL PORTFOLIO	9,617,112	100	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
July 31, 2016

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
U.S. TREASURY									
150,000	US TREASURY NOTES 1.875% Due 09-30-17	102.89	154,336	101.46	152,197	1.58	2,812	945	0.61
100,000	US TREASURY NOTES 3.750% Due 11-15-18	106.48	106,480	107.02	107,016	1.11	3,750	795	0.66
250,000	US TREASURY NOTES 1.500% Due 12-31-18	100.64	251,602	101.96	254,902	2.65	3,750	326	0.68
50,000	US TREASURY NOTES 1.500% Due 10-31-19	99.40	49,701	102.16	51,080	0.53	750	190	0.82
225,000	US TREASURY NOTES 1.250% Due 10-31-19	99.42	223,689	101.41	228,163	2.37	2,812	711	0.81
100,000	US TREASURY NOTES 3.500% Due 05-15-20	104.04	104,039	109.65	109,648	1.14	3,500	742	0.90
75,000	US TREASURY NOTES 1.375% Due 09-30-20	100.16	75,120	101.70	76,274	0.79	1,031	347	0.96
150,000	US TREASURY NOTES 1.750% Due 10-31-20	100.21	150,316	103.28	154,922	1.61	2,625	663	0.96
215,000	US TREASURY NOTES 2.125% Due 08-15-21	99.29	213,476	105.23	226,238	2.35	4,569	2,109	1.06
150,000	US TREASURY NOTES 2.000% Due 10-31-21	99.92	149,887	104.65	156,978	1.63	3,000	758	1.09
150,000	US TREASURY NOTES 1.625% Due 11-15-22	97.79	146,686	102.41	153,615	1.60	2,437	517	1.23
125,000	US TREASURY NOTES 2.500% Due 08-15-23	98.87	123,590	108.29	135,361	1.41	3,125	1,442	1.27
100,000	US TREASURY NOTES 2.375% Due 08-15-24	100.23	100,227	107.69	107,695	1.12	2,375	1,096	1.36
100,000	US TREASURY NOTES 2.000% Due 08-15-25	98.81	98,807	104.75	104,750	1.09	2,000	923	1.44
	Accrued Interest				11,563	0.12			
			1,947,956		2,030,404	21.11		11,563	
AGENCIES									
100,000	FHLMC 3.750% Due 03-27-19	101.41	101,410	107.62	107,617	1.12	3,750	1,292	0.84
	Accrued Interest				1,292	0.01			
			101,410		108,909	1.13		1,292	
FNMA & FHLMC									
8,795	FHLMC POOL G14203 4.000% Due 04-01-26	104.56	9,196	106.60	9,375	0.10	352	29	1.43
	Accrued Interest				29	0.00			
			9,196		9,404	0.10		29	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF CRAIG
July 31, 2016

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
CORPORATE BONDS									
50,000	STATOIL ASA 3.125% Due 08-17-17	107.07	53,533	102.15	51,073	0.53	1,562	712	1.05
100,000	UNITED PARCEL SERVICE 5.500% Due 01-15-18	121.23	121,230	106.68	106,680	1.11	5,500	244	0.87
100,000	WACHOVIA CORP 5.750% Due 02-01-18	99.57	99,572	106.70	106,702	1.11	5,750	2,875	1.22
75,000	UNITED HEALTH GROUP INC 6.000% Due 02-15-18	121.46	91,093	107.42	80,563	0.84	4,500	2,075	1.12
50,000	CHEVRON CORP 1.365% Due 03-02-18	99.86	49,928	100.49	50,247	0.52	682	282	1.05
50,000	TOYOTA MOTOR CREDIT CORP 2.100% Due 01-17-19	100.48	50,239	102.24	51,122	0.53	1,050	41	1.17
100,000	GOLDMAN SACHS GROUP INC. 7.500% Due 02-15-19	116.51	116,514	114.12	114,122	1.19	7,500	3,458	1.78
100,000	HSBC USA INC 2.375% Due 11-13-19	99.61	99,608	101.39	101,389	1.05	2,375	515	1.93
50,000	NBC UNIVERSAL MEDIA LLC 4.375% Due 04-01-21	109.20	54,602	112.64	56,320	0.59	2,187	729	1.55
50,000	AMERICAN EXPRESS CREDIT 2.250% Due 05-05-21	99.92	49,962	102.12	51,062	0.53	1,125	269	1.78
50,000	JPMORGAN CHASE & CO 3.875% Due 02-01-24 Accrued Interest	105.18	52,590	109.38	54,688	0.57	1,937	969	2.50
					12,169	0.13			
			838,873		836,139	8.69		12,169	
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
17,734	SPDR S&P 500 ETF	137.86	2,444,836	217.12	3,850,406	40.04	NA		
DOMESTIC MID CAP EQUITY FUNDS/ETF									
3,867	ISHARES CORE S&P MIDCAP 400 ETF	80.79	312,409	155.58	601,628	6.26	NA		
INTERNATIONAL EQUITY FUNDS/ETF									
20,000	ISHARES ETF CORE MSCI EAFE	54.26	1,085,120	54.06	1,081,200	11.24	NA		
REAL ESTATE									
11,200	VANGUARD REIT ETF	57.70	646,259	92.45	1,035,440	10.77	NA		
CASH AND EQUIVALENTS									
	FEDERATED GOVERNMENT OBLIGATION		63,583		63,583	0.66			
TOTAL PORTFOLIO			7,449,642		9,617,112	100	76,809	25,053	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 07-01-16 To 07-31-16

Trade Date	Settle Date	Security	Quantity	Trade Amount
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
07-31-16	07-31-16	MANAGEMENT FEES		2,404.28
				2,404.28
INTEREST				
CASH AND EQUIVALENTS				
07-01-16	07-01-16	FEDERATED GOVERNMENT OBLIGATION		1.34
CORPORATE BONDS				
07-15-16	07-15-16	UNITED PARCEL SERVICE 5.500% Due 01-15-18		2,750.00
07-18-16	07-18-16	TOYOTA MOTOR CREDIT CORP 2.100% Due 01-17-19		525.00
				<u>3,275.00</u>
FNMA & FHLMC				
07-15-16	07-15-16	FHLMC POOL G14203 4.000% Due 04-01-26		30.14
				3,306.48
PRINCIPAL PAYDOWNS				
FNMA & FHLMC				
07-15-16	07-20-16	FHLMC POOL G14203 4.000% Due 04-01-26	246.28	246.28
				246.28

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF CRAIG
From 07-01-16 To 07-31-16

Trade Date	Settle Date	Security	Quantity	Trade Amount
WITHDRAW				
CASH AND EQUIVALENTS				
07-01-16	07-01-16	FEDERATED GOVERNMENT OBLIGATION		1,099.12
07-01-16	07-01-16	FEDERATED GOVERNMENT OBLIGATION		10.00
07-29-16	07-29-16	DIVIDEND ACCRUAL		19,125.09
				20,234.21
				20,234.21

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF CRAIG
From 07-01-16 Through 07-31-16

Date	Quantity	Security	Avg. Cost Basis	Proceeds	Gain Or Loss
07-15-16	246.28	FHLMC POOL G14203 4.000% Due 04-01-26	257.52	246.28	-11.24
TOTAL GAINS					0.00
TOTAL LOSSES					-11.24
			257.52	246.28	-11.24

Alaska Permanent Capital Management Co.

CASH LEDGER**CITY OF CRAIG**

From 07-01-16 To 07-31-16

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
DIVIDEND ACCRUAL					
07-01-16			Beginning Balance		19,125.09
07-29-16	07-29-16	wd	Transfer to	FEDERATED GOVERNMENT OBLIGATION	-19,125.09
07-31-16			Ending Balance		0.00
FEDERATED GOVERNMENT OBLIGATION					
07-01-16			Beginning Balance		42,014.10
07-01-16	07-01-16	wd	Withdrawal	from Portfolio	-1,099.12
07-01-16	07-01-16	dp	Interest	FEDERATED GOVERNMENT OBLIGATION	1.34
07-01-16	07-01-16	wd	Withdrawal	from Portfolio	-10.00
07-15-16	07-15-16	dp	Interest	UNITED PARCEL SERVICE 5.500% Due 01-15-18	2,750.00
07-15-16	07-20-16	dp	Paydown	FHLMC POOL G14203 4.000% Due 04-01-26	246.28
07-15-16	07-15-16	dp	Interest	FHLMC POOL G14203 4.000% Due 04-01-26	30.14
07-18-16	07-18-16	dp	Interest	TOYOTA MOTOR CREDIT CORP 2.100% Due 01-17-19	525.00
07-29-16	07-29-16	dp	Transfer from	DIVIDEND ACCRUAL	19,125.09
07-31-16			Ending Balance		63,582.83

Notice of Utility Tariff Filing

The REGULATORY COMMISSION OF ALASKA (Commission) gives notice that Alaska Power Company (APC) filed tariff advice filing TA857-2, a revenue requirement study, rate redesign, and cost of service study based on a 2015 test year. In addition, APC proposes to integrate the service area of Gustavus Electric Company, Inc. into its tariff and rates as required by Order Nos. U-13-183(4) and U-13-183(7). A selection of the current and proposed permanent rates are shown in the table below. APC is not requesting an interim rate increase.

Description	Current Rates	Proposed Permanent Rates
Residential and Small Commercial Rates		
Haines/Skagway	\$0.1452/kWh	\$0.1418/kWh
South Prince of Wales Island	\$0.1414/kWh	\$0.1530/kWh
North Prince of Wales Island	\$0.2570/kWh	\$0.1530/kWh
Tok/Dot Lake/Tetlin	\$0.1847/kWh	\$0.2047/kWh
Interior Villages	\$0.3770/kWh	\$0.4220/kWh
Customer Charge	\$13.85/month	\$20.00/month
Gustavus	\$0.52326/kWh	\$0.3840/kWh
Gustavus Customer Charge	\$12.312/month	\$20.00/month
Bulk Power Rates		
Haines/Skagway	\$0.1052/kWh	\$0.1112/kWh
South Prince of Wales Island	\$0.0907/kWh	\$0.1138/kWh
North Prince of Wales Island	\$0.2330/kWh	\$0.1138/kWh
Tok/Dot Lake/Tetlin	\$0.1441/kWh	\$0.1777/kWh
Interior Villages	\$0.3691/kWh	\$0.3691/kWh
Customer Charge	\$93.97/month	\$93.97/month
Gustavus	\$0.38988/kWh	\$0.2847/kWh
Gustavus Customer Charge	\$12.312/month	\$93.97/month
Late Fee	\$2.00	5 percent of the bill with a minimum of \$5.00
Connection Fee Single Phase	\$48.00	\$50.00
Connection Fee Three Phase	\$100.00	\$125.00
Reconnection Charge (during business hours)	\$25.00	\$50.00
Reconnection Charge (after hours)	\$50.00	\$100.00

APC proposes to add minimum delivery charges to its residential and small commercial rates. The minimum delivery charge is based on a monthly usage of 150 kWh times the energy charge. The minimum delivery charge will be applied to every service that uses fewer than 150 kWh per month and will replace the actual energy charge. The minimum bill charged to customers using 150 kWh or less per month will consist of the minimum delivery charge plus the customer charge.

APC also proposes adding a decoupling mechanism to establish an annual rate adjustment mechanism that decouples its authorized revenue from kWh sales to customers served under the applicable electric rate schedules. The decoupling adjustment reconciles on an annual basis the allowed revenue to the actual revenues

for each calendar year. Any differences between the two amounts will be placed in a deferral account and collected/refunded to customers in the following year.

This notice may not contain all requested revisions and the Commission may approve a rate or classification which varies from that proposed. You may obtain information about this filing by contacting Michael Garrett, Chief Operating Officer for APC, at P.O. Box 3222 Port Townsend, WA 98368; phone: (360) 385-1733. The complete filing is also available for inspection at the Commission's office at 701 West 8th Avenue, Suite 300, Anchorage, AK 99501; phone: (907) 276-6222, or may be viewed at the Commission's website at <http://rca.alaska.gov> by typing Docket "TA857-2" in the *Find a Matter* search box.

To comment on this filing, please file your comments by 5:00 p.m., September 8, 2016, at the Commission's address given above or via our website at:

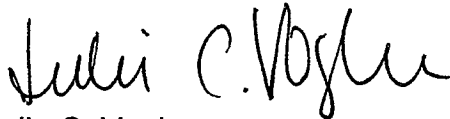
<https://rca.alaska.gov/RCAWeb/WhatsNew/PublicNoticesComments.aspx>

Please reference TA857-2 and include a statement that you've filed a copy of the comments with APC at its address given above.

Individuals or groups of people with disabilities, who require special accommodations, auxiliary aids or service, or alternative communication formats, please contact Joyce McGowan at (907) 276-6222, toll-free at 1-800-390-2782, TTY (907) 276-4533 or send a request via electronic mail to rca.mail@alaska.gov by September 1, 2016.

DATED at Anchorage, Alaska, this 9th day of August, 2016.

REGULATORY COMMISSION OF ALASKA



Julie C. Vogler
Finance Section Manager

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Brian Templin, City Planner
Date: August 11, 2016
RE: Craig Aquatic Center Renovation – Change Order 4

Two items make up change order no. 4 for Craig Aquatic Center Renovation project.

I. Bracing

On July 28th the structural engineer on the pool project conducted a site visit and inspection of a number of structural issues and installations on the project. The structural engineer noted that bracing from the main steel supports in the pool area had been removed per the demolition plan, but that there was no notation on the plan to replace them after the new roof was installed. The structural engineer noted that these braces were important and new braces needed to be installed.

The contractor laid out three options:

1. Locally procured angle iron could be used but would have to be primed and painted before installation. This option would be quickest but would be the most expensive due to additional labor to paint.
2. Stainless steel could be ordered. This option would be the second quickest but the stainless would look out of place against the galvanized steel roof purlins that they would be attached to.
3. Galvanized steel could be ordered but would likely be the longest lead time due to the need to manufacture and hot dip galvanize. This option was also likely the least expensive.

After asking the contractor to contact his distributor to look at options he reported that he could get the galvanized done and on the next barge from Seattle. He could get the stainless steel one day faster but it would still ship on the same barge. The galvanized was the least expensive option, matches the new purlins, and will ship in a reasonable time. Staff directed the contractor to order the galvanized steel braces.

The braces arrived in Ketchikan last Sunday and are due to be delivered to the job site on Thursday, August 11. The addition of the bracing will mean that the contractor will not be able to release the pool basin to staff for another 1 – 1 ½ weeks. This will ultimately add about a week to the substantial completion date, moving it to mid September.

To reduce transient noise between the lobby, locker rooms, and mechanical room we proposed filling the 12” gap with a short section of newly constructed wall. We asked the contractor to provide a proposal and price to complete that work.

The contractor proposes to supply all materials and labor to complete this change for \$10,000.

II. Shared Staging Cost

When the project began in May, a number of items of pool equipment were staged by city staff in the natatorium adjacent to the pool slide. The presence of this equipment prevented the contractor from constructing scaffolding needed for the contractor to work on the ducting and the building's roof. However, the volume of the staged equipment made it impractical to remove it to another location away from the project site. In response, I reached a tentative agreement with the contractor to split the additional cost of the contractor using stronger scaffolding to span the distance between the staged equipment. The city's share of this cost is \$3,213.50.

On a related note, I do expect one more change order for the project. That change order will include costs related to replacing non-code compliant wiring in the building, and replacing several light fixtures that are in poor condition and do not merit reinstalling.

Finally, with the approval of change order no. 2, the contractor was given an additional nine work days to complete the project. With that extended construction time the pool will reopen around September 15, instead of the circa September 6 date we had initially planned.

Recommendation

Approve Change Order No. 4.

Recommended Motion: I move to approve a change order to the Craig Aquatic Center Renovation contract with CBC Construction to increase the total contract amount not to exceed \$13,213.50. I further move to direct staff to draw additional funds from the Craig Endowment Fund for the cost of the contract increase.

City of Craig Memorandum

Date: August 12, 2016
To: Mayor Watson, Craig City Council
From: Kassi Bateman, City Clerk
Re: Vehicle for Hire Application from Jeff Music

Mr. Jeff Music has submitted an application for a Vehicle for Hire permit, after I had reached out to him regarding the expired status of his permit and lack of sales tax remittance for 2015. Island Ride was issued a citation for operating without a taxicab license through the city. Mr. Music has since submitted most of the required paperwork for Island Ride's application. Island Ride's Alaska business license is still showing as expired, however Mr. Music faxed the paperwork up for renewal on August 8. Staff at the State tells me that it should be updated the Friday or Monday following this meeting.

Mr. Music provided vehicle inspections for two vehicles that he plans to run under the certificate; however one was not approved by the Police Department (attached).

Mr. Music also owes 2015 sales tax for his shuttle business.

I spoke with Davies Barry Insurance and they are waiting on word from their offices regarding Mr. Music's submitted paperwork. Staff at Davies Barry will contact me when Island Ride has insurance.

With the summer traffic, it is beneficial to have two taxicab businesses in operation. Mr. Music has been cooperative and diligent in returning the required paperwork to come back into compliance.

As per Craig Municipal Code section 5.20.040 Issuance of Certificate;

- A. If the Council finds that further vehicle-for-hire service in the city is required by the public convenience and necessity, and that the applicant is fit, willing and able to perform such public transportation and to conform to the provisions of this chapter and the rules promulgated by the city administrator and the council, then the city administrator shall issue a certificate stating the name and address of the applicant, the number of vehicles authorized under the certificate, and the date of issuance; otherwise, the application shall be denied.
- B. In making the above findings, the council shall take into consideration the number of vehicles for hire already in operation, whether existing transportation is adequate to meet the public need, the probably effect of increased service on local traffic conditions and the character, experience, and responsibility of the applicant.

Recommendation: to approve Island Ride's application for a Vehicle for Hire permit contingent on remittance of 2015 sales tax, proof of insurance, approval of Alaska State business license, and repair of the rear passenger door on the Plymouth Voyager prior to operating.



CITY OF CRAIG
VEHICLE FOR HIRE
APPLICATION FOR CERTIFICATE OF PUBLIC CONVENIENCE

Applicant's Name Jeff Musiz Date 8-7-16

Applicant's Mailing Address P.O. Box 38 Craig, Alaska 99921

Business Name Island Ride

Business's Physical Location 6356 G. St. Klawock Alaska 99925

Applicant's Phone # 907-401-1470 Business Phone # 907-401-1414

Location of proposed depots and terminals 6356 G. St. Klawock

Days and Hours of Operation 7 Days per week 6:00 AM till Bar closing,
except Christmas Day.

(Days per week and hours that business will be conducted and if taxi will be operating on holidays, which holidays and hours taxi will operate)

Location and address of the off-street parking when vehicle is not in service Depot in Klawock
and at the drivers homes.

Make and year of vehicle(s) 2003 Ford windstar

License Plate Number(s) GJK-788

Vin #(s) 2FMZA50483BB08787

Color Scheme (including lettering or numbers on the vehicle) Green with white lettering



Make and year of vehicle(s) 1997 plymouth Voyager

License Plate Number(s) _____

Vin #(s) 2P4GP4439VR390921

Color Scheme (including lettering or numbers on the vehicle) white with white lettering

Make and year of vehicle(s) _____

License Plate Number(s) _____

Vin #(s) _____

Color Scheme (including lettering or numbers on the vehicle) _____

Please Provide:

Vehicle Safety Inspection Check from a Local Garage _____

Copy of current State of Alaska Business License _____

Inspection check off by the Police Department _____

License Fees to be paid yearly- \$10 Right to operate & \$20 for each vehicle _____



Vehicle Service Inspection

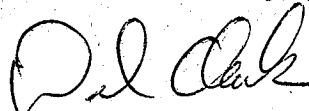
A thorough inspection helps ensure trouble-free operation between services. This inspection is designed to uncover present and potential problems with your vehicle.

Vehicle Information

Date: 8/10/2016	Name: Jeff Music Island Ride Tax	Invoice No:
Year: 2003	Make: Ford	Model: Windstar
		Engine: 3.8L
Mileage: 148609	VIN: 2FMZA50483BB08787 License # GTK 788	

Road Test

Vehicle system/components	Problem Area		Technicians Comments
	Present	Potential	
Lights: Interior, Warning			O.K.
Wipers & Washers			O.K.
Instruments & Controls			O.K.
Turn Signals & Flashers			O.K.
Horn			O.K.
Headlight & Foglights			O.K.
Other Exterior Lighting			O.K.
Heater & A/C Operation			O.K.
Engine Performance			O.K.
Turbo Boost Operation			NA
Shock Absorber Function			O.K.
Transmission, Clutch			O.K.
Brakes			O.K.
Steering			O.K.
Wheel Balance			O.K.


 8/10/2016
 Shawn Ellison

Under Hood

Vehicle system/components	Problem Area		Technicians Comments	
	Present	Potential		
Fluid Levels			O.K.	
Drive Belts			O.K.	
Battery & Connections			O.K.	
Starter Operation			O.K.	
Charging System _____ Volts			O.K.	
Idle Speed			}	
Throttle Position Sensor				
Valve Adjustment				
Intake System				
Fuel Delivery System				
Ignition System				
Ignition Cables				
Exhaust Emissions HC _____ PPM CO _____ %				
Cooling System				O.K.
A/C Mounting & Hoses				

Under Car

Vehicle system/components	Problem Area		Technicians Comments
	Present	Potential	
Steering Gear, Tie Rods			O.K.
Ball Joints, Control Arms			O.K.
Wheel Bearings			O.K.

Del Clark
8/10/2010

Brakes			
Rear Suspension			O.K.
Tires			O.K.
Engine Mounts			O.K.
Engine Seals			O.K.
Transmission Seals			O.K.
Clutch/Trans Linkage			O.K.
Driveshaft, U-Joints			O.K.
Drive Axles, CV Joints			O.K.
Exhaust System			O.K.
Real Axle			O.K.
Shocks			O.K.

Replaced LR brake light
 Del Clark
 Shaub-Ellison 8-10-2016

Vehicle Service Inspection

A thorough inspection helps ensure trouble-free operation between services. This inspection is designed to uncover present and potential problems with your vehicle.

Vehicle Information

Date: 8/9/2016 Name: Jeff Music
Island Ride Taxi Invoice No:
Year: 1997 Make: Plymouth Model: Voyager Engine:
Mileage: 244944 VIN: 2P4GP4439VR390921

Road Test

Vehicle system/components	Problem Area		Technicians Comments
	Present	Potential	
Lights: Interior, Warning			O.K.
Wipers & Washers			O.K.
Instruments & Controls			O.K.
Turn Signals & Flashers			
Horn	✓		O.K. Del Oak
Headlight & Foglights			O.K.
Other Exterior Lighting			O.K.
Heater & A/C Operation			O.K.
Engine Performance			O.K.
Turbo Boost Operation			NA
Shock Absorber Function			O.K.
Transmission, Clutch			O.K.
Brakes			O.K.
Steering			O.K.
Wheel Balance			O.K.

Right rear turn signal
Right outer tie rod
Left inner tie rod
Front tires

Del Oak
Repaired 8-10-16
Shaub-Ellison

Under Hood

Vehicle system/components	Problem Area		Technicians Comments
	Present	Potential	
Fluid Levels			
Drive Belts			
Battery & Connections			
Starter Operation			OK.
Charging System _____ Volts			OK.
Idle Speed			OK.
Throttle Position Sensor			}
Valve Adjustment			
Intake System			
Fuel Delivery System			
Ignition System			
Ignition Cables			
Exhaust Emissions HC _____ PPM CO _____ %			
Cooling System			
A/C Mounting & Hoses			

Under Car

Vehicle system/components	Problem Area		Technicians Comments
	Present	Potential	
Steering Gear, Tie Rods			OK.
Ball Joints, Control Arms			OK.
Wheel Bearings			OK.

W. D. D.
8-10-2016

Brakes			
Rear Suspension			OK.
Tires			OK.
Engine Mounts			OK.
Engine Seals			OK.
Transmission Seals			OK.
Clutch/Trans Linkage			OK.
Driveshaft, U-Joints			OK.
Drive Axles, CV Joints			OK.
Exhaust System			OK.
Rear Axle			OK.
Shocks			OK.

Don Clark

8/10/2016

Shane Ellison



City of Craig Police Department

Vehicle For Hire Inspection

~~2012~~

2016

RM42

Date:

8/11/16

Vehicle ID/Plate:

GDB 899

Company Name:

Island Ride

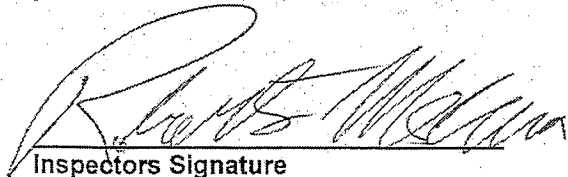
Inspection Conducted By:

R. Medina

	Passed	Defective	Explanation
Head Lights	<input type="checkbox"/>	<input type="checkbox"/>	
Tail Lights	<input type="checkbox"/>	<input type="checkbox"/>	
Turn Signals	<input type="checkbox"/>	<input type="checkbox"/>	
Emergency Flashers	<input type="checkbox"/>	<input type="checkbox"/>	
Seatbelts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Windshield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Doors	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Wouldn't open - Pass. rear.
Taxi Markings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Vehicle Make PLYM Model V05 Year 1997

The above vehicle has passed the City of Craig Vehicle For Hire Inspection for the year, 2012.


Inspector's Signature

8/11/2016
Date

Failed

RS



City of Craig Police Department

Vehicle For Hire Inspection 2012

Date: 8/10/2016
Vehicle ID/Plate: GTK 788.
Company Name: Island Ride
Inspection Conducted By: RMYZ

	Passed	Defective	Explanation
Head Lights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Tail Lights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Turn Signals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Emergency Flashers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Seatbelts	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Windshield	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Doors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____
Taxi Markings	<input checked="" type="checkbox"/>	<input type="checkbox"/>	_____

Vehicle Make Ford Model WEN. Ford Year 2003

The above vehicle has passed the City of Craig Vehicle For Hire Inspection for the year, 2012.

R Medina
Inspectors Signature

8/10/16.
Date

AK
(STATE)

INSURANCE IDENTIFICATION CARD

COMPANY NUMBER 11991 COMPANY **National Casualty Company** COMMERCIAL PERSONAL

POLICY NUMBER **CAO7769484** EFFECTIVE DATE **4/18/2016** EXPIRATION DATE **4/18/2017**

YEAR **2003** MAKE/MODEL **Ford Windstar** VEHICLE IDENTIFICATION NUMBER **2FMZA50483BB08787**

AGENCY/COMPANY ISSUING CARD
Davies-Barry Insurance
PO Box 766
Craig AK 99921 (907) 826-2922

INSURED
 Jeff L Music
PO Box 38

Craig AK 99921

SEE IMPORTANT NOTICE ON REVERSE SIDE

**THIS CARD MUST BE KEPT IN THE INSURED
VEHICLE AND PRESENTED UPON DEMAND**

IN CASE OF ACCIDENT: Report all accidents to your Agent/Company as soon as possible. Obtain the following information:

- 1. Name and address of each driver, passenger and witness.**
- 2. Name of Insurance Company and policy number for each vehicle involved.**

City of Craig Memoranda

Date: August 12, 2016

To: City Mayor & City Council

From: Joyce Mason, Treasurer

Re: Craig Cable

In the accounting world we look at accounts receivable to determine if the accounts are reasonable to be collected or are doubtful to be collected. In preparation for our annual audit we have determined the balance for Craig Cable is doubtful to be collected. This was determined due to the business has closed and the court has given Craig Cable more time to provide payment. The balance of the lease and interest at this time is \$19,635.08. The sales tax generally is not booked till it is received so the \$40,689.89 we asked the court for is not in the Fiscal year 2016 revenues.

Please pass a motion for the finance department to write off the current Craig Cable amount of \$19,635.05. If in the future we receive any funds from Craig Cable we will book it as revenue at that time.

Thank you for your cooperation.

Recommendation: Move to write off Craig Cable lease and interest invoices in the amount of \$19,635.08.

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: August 12, 2016
RE: Motion to Reconsider – Ordinance No. 689

Councilman Jim See has asked for an agenda item for a motion for reconsideration of the council's vote at first reading of Ordinance No. 689.

Ordinance No. 689 failed to pass at first reading. If approved, the ordinance would have allowed City of Craig staff to negotiate the terms of a sale of city property to Troy and Di Thain.

A motion for reconsideration may be made by any council member voting on the prevailing side of a motion. It is a common practice for the motion for reconsideration to be made at the same meeting as the initial vote, or at the first meeting following the meeting where the initial vote took place. A motion for reconsideration must be made by a council member on the prevailing side of the initial vote. The motion must be seconded, and is subject to an up or down vote following discussion on the motion. Jim will explain his interest in offering a motion for reconsideration at Thursday's meeting.

Troy Thain stopped by my office recently to talk about his application. Based on my conversation with him, I expect Troy to be present at the meeting to explain his interest in purchasing the city property adjacent to his home/bed and breakfast.

Feel free to call or e-mail me with any questions on this.