

**CITY OF CRAIG
COUNCIL AGENDA
AUGUST 1, 2024
COUNCIL CHAMBERS 6:30 PM**

ROLL CALL

Mayor Kasey Smith, Hannah Bazinet, Shauna Thomas, Josh Bennett, Michael Kampnich, Chanel McKinley, Millie Schoonover

CONSENT AGENDA

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

- Meeting minutes of July 11, 2024

HEARING FROM THE PUBLIC

- Ordinance 777, Sales Tax Rate Ballot Proposition
- Ordinance 778, Sale of City Owned Property to AP&T
- Ordinance 779, Burn Pit and Open Burn Regulations
- Ordinance 780, Sale of City Property to Robert Anderson

REPORTS FROM CITY OFFICIALS

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

READING OF CORRESPONDENCE

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CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- Ordinance 777, Sales Tax Rate Ballot Proposition
- Ordinance 778, Sale of City Owned Property to AP&T
- Ordinance 779, Burn Pit and Open Burn Regulations
- Ordinance 780, Sale of City Property to Robert Anderson

UNFINISHED BUSINESS

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NEW BUSINESS

- City and SSI Memorandum Draft Review

COUNCIL COMMENTS

ADJOURNMENT

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

**CITY OF CRAIG
MEETING MINUTES
JULY 11, 2024**

ROLL CALL

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

CONSENT AGENDA

Meeting minutes of June 6, 2024

Ordinance 777, Sales Tax Rate Ballot Proposition

Ordinance 778, Sale of City Owned Property to AP&T

Ordinance 779, Burn Pit and Open Burn Regulations

Ordinance 780, Sale of City Property to Robert Anderson

MCKINLEY/THOMAS

Motion to adopt the consent agenda

MOTION CARRIED UNANIMOUSLY

HEARING FROM THE PUBLIC

Ordinance 774, Authorizing the Mayor and/or City Administrator to Negotiate the Terms of a Sale of City Owned Lands Consisting of a Portion of Tract A, USS 1429.

Ordinance 775, Lease of City Owned Property at Tract D-1, Crab Cove to James Seley

Ordinance 776, Land Sale Moratorium

Letter from Doug Rhodes

Letter from Cheryl Fecko

Letter from Loni Bennett

Letter from Southeast Alaska Conservation Council

Letter from Tim O'Connor

Jim See presented a petition to the council requesting an advisory vote on the sale of city-owned land to the Craig Tribal Association. He expressed a preference for seeing homes built on the property and announced his intention to file an initiative to force a vote.

Doug Ward spoke in favor of the tribe but opposed to the land sale. He stated he would like to see a land exchange.

Tim O'Connor remarked that past attempts at land exchange have been ignored. He advocated for a lease rather than a sale and criticized the council for not acknowledging a conflict of interest. He stated that he will continue to raise this issue.

June Nelson-Durgan, a lifetime resident of Craig and property taxpayer since age 21, expressed support for the Craig Tribal Association's right to purchase land. She mentioned that an advisory vote on the harbor failed, the local schools would not be here if it weren't for Indian land, and noted that a disgruntled ex-mayor is causing community division.

Charlene Wolfe, a Craig resident since 1950, stated that the disputed land is the original settlement site of the Haida people. She emphasized that everyone is on Native land and that the tribe has a right to reclaim it. Wolfe also expressed concerns about outside influences attempting to change Craig and urged the community to overcome animosity and get along.

Clinton E. Cook Sr., Craig Tribal Association President, expressed disappointment in the former mayor's negative remarks about the tribe and the current mayor. He highlighted the tribe's contributions through taxes on marijuana, cabin rentals, bed tax, and sales tax, emphasizing their desire for public services. President Cook mentioned the tribe's recent culture camp with over 170 attendees and their commitment to the community's cultural revival. He noted the tribe's contributions to local infrastructure, such as sidewalks for schools, parks, and the pool. President Cook inquired about the availability of a list of businesses that are behind on taxes and if the city council has a code of ethics. Brian Templin responded that the council does not have a code of ethics.

Dennis Watson advocated for protecting public access to the land and expressed concern that the council is excluding the public from the process. He emphasized the public's strong sentiment to the land.

President Cook thanked the mayor for an MOU with the tribe.

Jim Seley expressed support for the CTA, highlighting its importance and the need for the community to adapt to its changing needs. He noted the CTA's constant assistance to the community and criticized the city for not being open enough in supporting the CTA. Mr. Seley encouraged open communication within community members and disapproved of the letters. He appreciated the sidewalks, culture camps, and carving shed provided by the CTA.

Judy Helgesen stated that the land sale should be bringing the community together. She highlighted that the CTA employs many community members who contribute to taxes.

Fred Hamilton Jr. shared that his grandfather was an original settler of Craig. He stated that the tribe is asking for a small piece of land with the intention of enhancing the town.

Donna Rae James stated she had lived in Craig for 30 years. She questioned the contributions of previous mayors to the town and emphasized the tribe's desire to improve our community. She noted that the buildings at Cannery Point have not been maintained by the city and are failing. She stressed that the community does not have to be divided.

Jim See clarified that he is not against the CTA but opposes giving up beachfront property. He mentioned that the planning and zoning meeting was divided 50/50 on lease versus sale and stated that the CTA had killed the harbor plan. He emphasized that the process is being pushed through without adequate public process.

Johnny Rice highlighted the lack of surveying at Cannery Point and inquired if CAD data is generated from a drone. He offered to share his data with Steve Silver.

Tim O'Connor reminded the council about the concept drawing from three years ago.

Jackie Hansen, CCSD Superintendent, discussed school board projects, local shares, and Alaska Statutes. She noted that Alaska Statute requires the city to provide rehabilitation to schools and explained that the school has limited funding available.

REPORTS FROM CITY OFFICIALS

Brian Templin, Administrator, submitted a written report. He shared that an interim Planner, Alan Lanning, has been hired and the HR clerk position has been filled. Brian mentioned that he would be out of the office and out of the country until the 29th.

Council Member Shauna Thomas inquired about the 2023 sales tax revenue and wanted to know how many businesses are not paying sales tax. Brian responded that the projected amount of sales tax shown in 2023 does not reflect delinquent accounts.

Council Member Chanel McKinley referred to the concept design in Brian's report and asked how wide the service road is. Council Member McKinley showed concern for the fire truck's ability to fit if there were a fire in the webloft. Brian responded that he is unsure of what the measurement is, and the concept drawing is not based on any dimensions.

Council Member Josh Bennett inquired about the cemetery expansion project. Brian responded that Mr. Lanning's main focus right now will be federal grants. Council Member Bennett inquired about the status of the Denali grant and Brian stated that there is gap funding available for the wood boiler project. Council Member Bennett asked if the library is working with MRV for architectural work and Brian responded not yet, there is not a site selected or funding available.

Kimber Mikulecky, Treasurer, submitted a written report. Council Member Mike Kampnich brought up Ketchikan's recent fraud issues and urged staff to be cautious.

Mary Salazar, City Clerk, submitted a written report. Council Member Mike Kampnich thanked Mary for her work on getting delinquent property taxes caught up, and that is the lowest the list has been in decades. Council Member Hannah Bazinet suggested working with Shaan Seet for the mobile home property taxes.

There was not a report submitted for Planner.

Venessa Richter-Russell, EMS, submitted a written report.

Hans Hjort, Harbormaster, reported they had an ice list for the king opener and there were issues with the new compressor and electronics but luckily Silver Bay had a refrigeration technician in town. Hans stated the trailer is due to get new wiring harness installed. He shared that the 3rd of July festivities had a great turn out. Council Member Bennett asked about the boardwalk and Hans stated that he hopes it will happen before September.

RJ Ely, Police Chief, submitted a written report. Chief Ely reported that he will be bringing in a temporary cop for 4 months. Council Member Shauna Thomas thanked Chief Ely for responding to her emails when she had concerns. Chief Ely stated the PD responds to all calls and sometimes the issue is people not calling back when the PD is following up.

Oliver Lewis, Public Works/Parks & Public Facilities, submitted a written report. Oliver stated that he has funding available to make a few spaces open in the cemetery. Council Member Thomas asked if they were still actively working on the daycare and Oliver responded that he leaves it on his report as an ongoing item. Oliver reported that they stopped working on the concrete for the 4th of July and will resume on the 24th. Council Member Kampnich stated that the side roads are not in great shape and he suggested going over them with a tar machine.

Gretchen Klein, Recreation, submitted a written report. Council Member Mike Kampnich said they did a great job on the 3rd and 4th of July. Gretchen credited Karen Hobart and Rhonda

Kingery for a great job with the festivities. Gretchen emphasized the need for finding a way to provide more support for our volunteers. Brian stated they will be getting together in September for feedback. Council Member Shauna Thomas suggested that the City Council should step up and volunteer.

Council Member Chanel McKinley inquired about the new full time life guard and Mandy Griffin responded that she is going through the necessary course.

Mayor Smith thanked the lifeguards for their support at the docks on the 3rd of July.

Stephanie Merritt, Library, submitted a written report. Council Member Thomas inquired about the plan for a new library that is mentioned in her report and Stephanie responded that there is currently no funding available for planning.

READING OF CORRESPONDENCE

Letter from POW Electronics-The council was interested in seeing a more detailed proposal. The council gave staff a directive to reach out to Ms. Kohler.

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

Ordinance 774, Authorizing the Mayor and/or City Administrator to Negotiate the Terms of a Sale of City Owned Lands Consisting of a Portion of Tract A, USS 1429

KAMPNICH/BENNETT

Motion to adopt Ordinance 774
PASSED (4-2)

THOMAS/BAZINET

Motion to amend the title and section 4 to include “Craig Tribal Association”
MOTION CARRIED UNANIMOUSLY

KAMPNICH/MCKINLEY

Motion to amend Section 3, effective date. This Ordinance shall be effective upon completion of report from the Craig Planning Commission as to development scenarios for the property as a whole with specific consideration for the proposed sale or lease of property identified by the Craig Tribal Association as a site for establishment of a longhouse, carving shed, and museum. Reports should be submitted to the council by the first council meeting in November 2024.
NOT PASSED (2-3)
Council Member Schoonover did not vote.

Ordinance 775, Lease of City Owned Property at Tract D-1, Crab Cove to James Seley

BENNETT/BAZINET

Motion to postpone the ordinance until August 15, 2024.
MOTION CARRIED UNANIMOUSLY

Ordinance 776, Land Sale Moratorium

KAMPNICH/BENNETT

Motion to adopt Ordinance 776
MOTION CARRIED UNANIMOUSLY

KAMPNICH/MCKINLEY

Motion to amend the ordinance to include the language “sale or lease”

MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

Stewart/Bergeron Lease of Tract D, Crab Bay..The council gave staff a directive to postpone any action until after August 15, 2024.

2024 Certified Assessment Roll

MCKINLEY/KAMPNICH

Motion to adopt the 2024 Certified Assessment Roll

MOTION CARRIED UNANIMOUSLY

COUNCIL COMMENTS

Council Member Bennett commented that D1/D2 is under ANSCA land selection and mentioned that the city owns about 50 acres of land out Port Saint Nicholas. He suggests keeping an acre and to ask the local corporation to trade for ballpark island. Council Member Bennett stated that the city is limited with what they can do with D1/D2. He suggests looking at all of the unused property that the city is not using and send out letters or MOU’s to gauge interest.

Council Member McKinley commented about the back and forth conversations during the public comment period and Mayor Smith stated that he will continue to listen to the community.

ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 8:18 pm.

BENNETT/MCKINLEY

MOTION CARRIED UNANIMOUSLY

KASEY SMITH
MAYOR

MARY SALAZAR
CITY CLERK

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Kimber Mikulecky
Date: August 01, 2024
RE: August Staff Report – Finance Director

June's Alaska Permanent Capital Management reports are included. I was not able to submit the other financial reports, as I am still working with a Caselle staff member to create these reports. I apologize for the inconvenience.

1. Lisa Sudduth resigned effective the 16th. I have hired Wendy Brown to take her place. Wendy originally applied for the front desk clerk and I saw a great opportunity to have her fill the billing clerk position, and get some one-on-one training with Lisa for a week.
2. The admin clerk position is still open and accepting applications.
3. I will be working on the supplemental budget for FY24 starting this month. I am excited that the city is back on track for audits. Our auditors have scheduled to come the week of November 18th for FY24's audit.

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

Cash Balances

General Fund

7/31/2024

01-00-1002-00-000	Deposit Clearing Account	140,472.95
01-00-1000-00-000	Checking - First Bank	848,472.07
01-00-1010-00-000	Checking - Wells Fargo	25,218.73
01-00-1015-00-000	Cares Fund Checking	432,087.78
01-00-1050-00-000	Petty Cash	356.60
01-00-1051-00-000	Petty Cash-Harbors	165.29
01-00-1052-00-000	Petty Cash- Aquatic Center	250.00
01-00-1053-00-000	Petty Cash - Police	241.26
01-00-1055-00-000	Petty Cash- Library	150.00
01-00-1110-00-000	Wells Fargo CD Savings	1,876.87
	Total	1,449,291.55

Restricted Fund

01-00-1015-00-000	CARES Fund Checking	432,087.78
12-00-1000-00-000	Cash, Police Fund	21,841.00
12-00-1020-00-000	Cash, Police Evidence	4,421.70
12-00-1030-00-000	Cash, Police Federal Fund	11,944.78
12-00-1050-00-000	Police Petty Cash	781.17
15-00-1000-00-000	Cash Hatchery Salmon Derby	(20,528.78)
11-00-1120-00-000	MM Park Funds	7,702.76
11-00-1130-00-000	Fish Quota Funds	15,552.70
11-00-1140-00-000	MM POW Clinic Funds	46,429.61
13-00-1100-00-000	MM Invest Muni Land	433.73
15-00-1110-00-000	Hatchery Saving Account	83,869.94
30-60-1110-00-000	Cash MMkt NFR -School FB	534,670.50
30-60-1112-00-000	Cash Invest School Funds APCM	2,901,437.01
30-60-1130-00-000	Accrued Interest, School	6,267.46
	Total	4,046,911.36

Endowment

10-00-1000-00-000	Cash Held Endowment	265,675.20
10-00-1120-00-000	Fixed Inc. Investment Endowment	7,784,797.16
10-00-1130-00-000	Accr. Int. Endowment	63,560.26
10-00-1140-00-000	Equity Invest, Endowment	5,366,689.74
10-00-1150-00-000	Unrealized Gain/Loss Endowment	(3,507,093.13)
10-00-1155-00-000	Unrealized Gain/Loss Equity, Endowment	(18,712,153.82)
	Total	(8,738,524.59)

Enterprise Fund

20-00-1130-00-000	DNR Performance CD	8,500.00
	Total	8,500.00

BACK TO TOP

City of Craig

General Fund Revenues
7/31/2024

ACCOUNT NUMBER	ACCOUNT TITLE	M-T-D ACTUAL	Y-T-D ACTUAL	ANNUAL BUDGET	BUDGET REMAINING	BUDGET % Used
01-00-4000-00-000	Property Tax	6,150.00	6,150.00	775,000.00	768,850.00	1%
01-00-4050-00-000	Sales Tax	2,054.61	2,054.61	1,590,000.00	1,587,945.39	0%
01-00-4051-00-000	1% Sales Tax for School	-	-	360,850.00	360,850.00	0%
01-00-4052-00-000	Alaska Remote Sales Tax	-	-	255,000.00	255,000.00	0%
01-00-4053-00-000	1% Sales Tax Pool & Rec	-	-	360,850.00	360,850.00	0%
01-00-4054-00-000	Fuel Sales Tax	-	-	-	-	0%
01-00-4055-00-000	Delinquent Sales Tax	-	-	-	-	0%
01-00-4060-00-000	Liquor Sales Tax	-	-	120,000.00	120,000.00	0%
01-00-4061-00-000	Marijuana Sales Tax	-	-	-	-	0%
01-00-4065-00-000	Transient Room Tax	-	-	55,000.00	55,000.00	0%
01-00-4070-00-000	Property Tax Penalties	-	-	-	-	0%
01-00-4080-00-000	Sales Tax Penalties	-	-	-	-	0%
TOTAL LOCAL TAXES		8,204.61	8,204.61	3,516,700.00	3,508,495.39	0%
01-00-4100-00-000	Property PILT Funding	-	-	300,000.00	300,000.00	0%
01-00-4110-00-000	State Revenue Sharing	87,818.00	87,818.00	85,000.00	(2,818.00)	103%
01-00-4111-00-000	Liquor Revenue Sharing	-	-	5,500.00	5,500.00	0%
01-00-4112-00-000	Fish Bus Tax - DOR	-	-	215,000.00	215,000.00	0%
01-00-4120-00-000	Shared Fish Tax - DCED	-	-	2,000.00	2,000.00	0%
TOTAL STATE REVENUES		87,818.00	87,818.00	607,500.00	519,682.00	14%
01-00-4220-00-000	EMS Service Fees	725.50	725.50	70,000.00	69,274.50	1%
01-00-4250-00-000	EMS Training Fees	-	-	-	-	0%
01-00-4255-00-000	EMS Estimated NonCollectable	-	-	(25,000.00)	(25,000.00)	0%
01-00-4260-00-000	Aquatic Center Revenue	1,391.00	1,391.00	50,000.00	48,609.00	3%
01-00-4270-00-000	Library Fees	-	-	500.00	500.00	0%
01-00-4275-00-000	Recreation Revenue	591.00	591.00	25,000.00	24,409.00	2%
01-00-4280-00-000	Senior Card Fees	50.00	50.00	3,000.00	2,950.00	2%
01-00-4620-00-000	Taxi Permit Fees	-	-	100.00	100.00	0%
01-00-4640-00-000	Building Permit Fees	-	-	4,500.00	4,500.00	0%
01-00-4644-00-000	Access Permit Fees	-	-	7,500.00	7,500.00	0%
01-00-4645-00-000	Subdivision Fees	-	-	-	-	0%
01-00-4646-00-000	PSN Road Maintenance	-	-	15,000.00	15,000.00	0%
Total Permits & Fees		2,757.50	2,757.50	150,600.00	147,842.50	2%
01-00-4300-00-000	Property Lease/Rentals	1,819.04	1,819.04	53,000.00	51,180.96	3%
01-00-4400-00-000	Material Sales	-	-	500.00	500.00	0%
Total Local Revenue		1,819.04	1,819.04	53,500.00	51,680.96	3%
01-00-4700-00-000	Police-Fines,Citation	1,355.00	1,355.00	12,000.00	10,645.00	11%
01-00-4701-00-000	Vehicle/Animal Impound Fees	-	-	-	-	0%
01-00-4702-00-000	Drivers License Fees	-	-	-	-	0%
01-00-4703-00-000	Motor Vehicle Commision	3,297.00	3,297.00	60,000.00	56,703.00	5%
01-00-4704-00-000	Dog Licenses	-	-	-	-	0%
01-00-4707-00-000	Business License Fees	-	-	20,000.00	20,000.00	0%
01-00-4750-00-000	State Trooper Dispatch	-	-	7,200.00	7,200.00	0%
01-00-4760-00-000	State Jail Contract Revenue	-	-	550,000.00	550,000.00	0%
01-00-4765-00-000	Klawock Dispatch	-	-	64,000.00	64,000.00	0%
01-00-4770-00-000	Forest Service Dispatch	-	-	3,000.00	3,000.00	0%
Total Public Safety Funds		4,652.00	4,652.00	716,200.00	711,548.00	
01-00-4820-00-000	Interest Income (A/R)	-	-	1,000.00	1,000.00	0%
01-00-4900-00-000	Misc Revenue	30.00	30.00	15,000.00	14,970.00	0%
Total Other Revenues		30.00	30.00	16,000.00	15,970.00	0%
Total Revenues		105,281.15	105,281.15	5,060,500.00	4,955,218.85	2%

7/31/2024

	Y-T-D <u>ACTUAL</u>	Y-T-D <u>ENCUMBRANCE</u>	ANNUAL <u>BUDGET</u>	REMAINING <u>BUDGET</u>	<u>TOTAL</u>
ADMINISTRATION					
Personnel Expenditures	0.00	0.00	287,371.77	287,371.77	0.00
Benefit Expenditures	175.41	0.00	238,787.13	238,611.72	175.41
Contract Expenditures	67,878.81	0.00	278,150.00	210,271.19	67,878.81
Travel & Expenditures	885.00	0.00	23,545.00	22,660.00	885.00
Materials Expenditures	611.56	0.00	13,695.00	13,083.44	611.56
Utilities Expenditures	702.91	0.00	21,020.00	20,317.09	702.91
Repairs & Maint Expenditures	0.00	0.00	5,010.00	5,010.00	0.00
Other Expenditures	2,825.39	0.00	65,016.00	62,190.61	2,825.39
Capital & Debt Expenditures	0.00	0.00	54,000.00	54,000.00	0.00
TOTAL EXPENDITURES	73,079.08	0.00	986,594.90	913,515.82	73,079.08
EXCESS REVENUE OVER (UNDER)	(73,079.08)	0.00	(986,594.90)	(913,515.82)	(73,079.08)

COUNCIL

Personnel Expenditures	0.00	0.00	16,175.00	16,175.00	0.00
Benefit Expenditures	4.41	0.00	1,590.77	1,586.36	4.41
Contract Expenditures	0.00	0.00	950.00	950.00	0.00
Travel & Expenditures	0.00	0.00	6,050.00	6,050.00	0.00
Materials Expenditures	0.00	0.00	1,000.00	1,000.00	0.00
Utilities Expenditures	0.00	0.00	0.00	0.00	0.00
Repairs & Maint Expenditures	0.00	0.00	0.00	0.00	0.00
Other Expenditures	2,033.57	0.00	6,685.00	4,651.43	2,033.57
Capital & Debt Expenditures	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	2,037.98	0.00	32,450.77	30,412.79	2,037.98
EXCESS REVENUE OVER (UNDER)	(2,037.98)	0.00	(32,450.77)	(30,412.79)	(2,037.98)

PLANNING

Revenues	1,819.04	0.00	65,000.00	63,180.96	1,819.04
Personnel Expenditures	0.00	0.00	60,000.00	60,000.00	0.00
Benefit Expenditures	19.25	0.00	34,569.81	34,550.56	19.25
Contract Expenditures	1,061.67	0.00	1,000.00	(61.67)	1,061.67
Travel & Expenditures	0.00	0.00	4,000.00	4,000.00	0.00
Materials Expenditures	0.00	0.00	1,000.00	1,000.00	0.00
Utilities Expenditures	0.00	0.00	0.00	0.00	0.00
Repairs & Maint Expenditures	0.00	0.00	500.00	500.00	0.00
Other Expenditures	191.57	0.00	2,949.00	2,757.43	191.57
Capital & Debt Expenditures	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	1,272.49	0.00	104,018.81	102,746.32	1,272.49
EXCESS REVENUE OVER (UNDER)	546.55	0.00	(39,018.81)	(39,565.36)	546.55

	Y-T-D <u>ACTUAL</u>	Y-T-D <u>ENCUMBRANCE</u>	ANNUAL <u>BUDGET</u>	REMAINING <u>BUDGET</u>	<u>TOTAL</u>
PARKS/ PUBLIC FACILITIES					
Peronnel Expenditures	0.00	0.00	174,619.00	174,619.00	0.00
Benefit Expenditures	710.81	0.00	74,767.90	74,057.09	710.81
Contract Expenditures	665.00	0.00	5,250.00	4,585.00	665.00
Travel & Expenditures	0.00	0.00	1,500.00	1,500.00	0.00
Materials Expenditures	676.52	0.00	21,350.00	20,673.48	676.52
Utilities Expenditures	1,139.49	0.00	27,700.00	26,560.51	1,139.49
Repairs & Maint Expenditures	0.00	0.00	12,000.00	12,000.00	0.00
Other Expenditures	2,547.31	0.00	31,333.00	28,785.69	2,547.31
Capital & Debt Expenditures	1,435.07	0.00	41,500.00	40,064.93	1,435.07
TOTAL EXPENDITURES	7,174.20	0.00	390,019.90	382,845.70	7,174.20
EXCESS REVENUE OVER (UNDER)	(7,174.20)	0.00	(390,019.90)	(382,845.70)	(7,174.20)

PUBLIC WORKS

Peronnel Expenditures	0.00	0.00	214,535.62	214,535.62	0.00
Benefit Expenditures	830.35	0.00	135,352.17	134,521.82	830.35
Contract Expenditures	0.00	0.00	720.00	720.00	0.00
Travel & Expenditures	3,370.00	0.00	32,000.00	28,630.00	3,370.00
Materials Expenditures	3,173.67	22,894.23	79,200.00	53,132.10	26,067.90
Utilities Expenditures	155.92	0.00	11,600.00	11,444.08	155.92
Repairs & Maint Expenditures	6.32	0.00	56,000.00	55,993.68	6.32
Other Expenditures	3,276.54	0.00	38,167.00	34,890.46	3,276.54
Capital & Debt Expenditures	44,240.11	101,586.00	177,204.00	31,377.89	145,826.11
TOTAL EXPENDITURES	55,052.91	124,480.23	744,778.78	565,245.64	179,533.14
EXCESS REVENUE OVER (UNDER)	(55,052.91)	(124,480.23)	(744,778.78)	(565,245.64)	(179,533.14)

POLICE

Peronnel Expenditures	0.00	0.00	795,511.39	795,511.39	0.00
Benefit Expenditures	3,463.32	0.00	437,514.40	434,051.08	3,463.32
Contract Expenditures	0.00	0.00	27,756.00	27,756.00	0.00
Travel & Expenditures	0.00	0.00	7,500.00	7,500.00	0.00
Materials Expenditures	7,700.74	5,034.51	57,800.00	45,064.75	12,735.25
Utilities Expenditures	0.00	0.00	19,510.00	19,510.00	0.00
Repairs & Maint Expenditures	0.00	0.00	1,000.00	1,000.00	0.00
Other Expenditures	6,450.28	251.70	74,788.00	68,086.02	6,701.98
Capital & Debt Expenditures	0.00	0.00	70,500.00	70,500.00	0.00
TOTAL EXPENDITURES	17,614.34	5,286.21	1,491,879.79	1,468,979.24	22,900.55
EXCESS REVENUE OVER (UNDER)	(17,614.34)	(5,286.21)	(1,491,879.79)	(1,468,979.24)	(22,900.55)

	Y-T-D <u>ACTUAL</u>	Y-T-D <u>ENCUMBRANCE</u>	ANNUAL <u>BUDGET</u>	REMAINING <u>BUDGET</u>	<u>TOTAL</u>
EMS					
Peronnel Expenditures	0.00	0.00	244,138.00	244,138.00	0.00
Benefit Expenditures	1,048.38	0.00	67,593.49	66,545.11	1,048.38
Contract Expenditures	0.00	0.00	16,900.00	16,900.00	0.00
Travel & Expenditures	0.00	0.00	9,700.00	9,700.00	0.00
Materials Expenditures	0.00	0.00	13,950.00	13,950.00	0.00
Utilities Expenditures	389.20	0.00	9,100.00	8,710.80	389.20
Repairs & Maint Expenditures	0.00	0.00	0.00	0.00	0.00
Other Expenditures	1,246.11	0.00	14,805.00	13,558.89	1,246.11
Capital & Debt Expenditures	0.00	0.00	6,000.00	6,000.00	0.00
TOTAL EXPENDITURES	2,683.69	0.00	382,186.49	379,502.80	2,683.69
EXCESS REVENUE OVER (UNDER)	(2,683.69)	0.00	(382,186.49)	(379,502.80)	(2,683.69)

FIRE

Peronnel Expenditures	0.00	0.00	0.00	0.00	0.00
Benefit Expenditures	82.90	0.00	4,886.00	4,803.10	82.90
Contract Expenditures	0.00	0.00	5,700.00	5,700.00	0.00
Travel & Expenditures	0.00	0.00	5,000.00	5,000.00	0.00
Materials Expenditures	0.00	4,395.30	3,400.00	(995.30)	4,395.30
Utilities Expenditures	0.00	0.00	5,800.00	5,800.00	0.00
Repairs & Maint Expenditures	0.00	0.00	1,000.00	1,000.00	0.00
Other Expenditures	486.92	0.00	5,858.00	5,371.08	486.92
Capital & Debt Expenditures	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	569.82	4,395.30	31,644.00	26,678.88	4,965.12
EXCESS REVENUE OVER (UNDER)	(569.82)	(4,395.30)	(31,644.00)	(26,678.88)	(4,965.12)

LIBRARY

Revenues	0.00	0.00	500.00	500.00	0.00
Peronnel Expenditures	0.00	0.00	119,399.75	119,399.75	0.00
Benefit Expenditures	30.15	0.00	49,885.72	49,855.57	30.15
Contract Expenditures	1,395.00	0.00	3,925.00	2,530.00	1,395.00
Travel & Expenditures	0.00	0.00	2,700.00	2,700.00	0.00
Materials Expenditures	0.00	0.00	13,600.00	13,600.00	0.00
Utilities Expenditures	453.64	0.00	10,750.00	10,296.36	453.64
Repairs & Maint Expenditures	0.00	0.00	500.00	500.00	0.00
Other Expenditures	465.83	0.00	5,394.00	4,928.17	465.83
Capital & Debt Expenditures	0.00	0.00	22,900.00	22,900.00	0.00
TOTAL EXPENDITURES	2,344.62	0.00	229,054.47	226,709.85	2,344.62
EXCESS REVENUE OVER (UNDER)	(2,344.62)	0.00	(228,554.47)	(226,209.85)	(2,344.62)

	Y-T-D <u>ACTUAL</u>	Y-T-D <u>ENCUMBRANCE</u>	ANNUAL <u>BUDGET</u>	REMAINING <u>BUDGET</u>	<u>TOTAL</u>
RECREATION					
Revenues	591.00	0.00	25,000.00	24,409.00	591.00
Peronnel Expenditures	0.00	0.00	117,979.08	117,979.08	0.00
Benefit Expenditures	62.57	0.00	62,035.75	61,973.18	62.57
Contract Expenditures	0.00	11,925.00	9,300.00	(2,625.00)	11,925.00
Travel & Expenditures	0.00	0.00	3,000.00	3,000.00	0.00
Materials Expenditures	917.64	0.00	24,360.00	23,442.36	917.64
Utilities Expenditures	199.00	0.00	21,325.00	21,126.00	199.00
Repairs & Maint Expenditures	0.00	0.00	4,500.00	4,500.00	0.00
Other Expenditures	1,250.50	0.00	13,899.00	12,648.50	1,250.50
Capital & Debt Expenditures	(543.77)	0.00	23,600.00	24,143.77	(543.77)
TOTAL EXPENDITURES	1,885.94	11,925.00	279,998.83	266,187.89	13,810.94
EXCESS REVENUE OVER (UNDER)	(1,294.94)	(11,925.00)	(254,998.83)	(241,778.89)	(13,219.94)

AQUATIC CENTER

Revenues	1,391.00	0.00	50,000.00	48,609.00	1,391.00
Peronnel Expenditures	0.00	0.00	227,626.16	227,626.16	0.00
Benefit Expenditures	978.56	0.00	150,321.46	149,342.90	978.56
Contract Expenditures	0.00	120,000.00	3,540.00	(116,460.00)	120,000.00
Travel & Expenditures	0.00	3,541.50	7,680.00	4,138.50	3,541.50
Materials Expenditures	0.00	1,918.35	24,420.00	22,501.65	1,918.35
Utilities Expenditures	0.00	0.00	143,650.00	143,650.00	0.00
Repairs & Maint Expenditures	0.00	0.00	4,500.00	4,500.00	0.00
Other Expenditures	2,334.09	0.00	28,574.00	26,239.91	2,334.09
Capital & Debt Expenditures	0.00	3,375.12	154,938.00	151,562.88	3,375.12
TOTAL EXPENDITURES	3,312.65	128,834.97	745,249.62	613,102.00	132,147.62
EXCESS REVENUE OVER (UNDER)	(1,921.65)	(128,834.97)	(695,249.62)	(564,493.00)	(130,756.62)

SEWER

Revenues	0.00	0.00	0.00	0.00	0.00
Peronnel Expenditures	0.00	0.00	235,379.96	235,379.96	0.00
Benefit Expenditures	474.54	0.00	109,384.12	108,909.58	474.54
Contract Expenditures	126.30	0.00	7,800.00	7,673.70	126.30
Travel & Expenditures	0.00	0.00	3,280.00	3,280.00	0.00
Materials Expenditures	624.89	0.00	14,400.00	13,775.11	624.89
Utilities Expenditures	0.00	0.00	42,700.00	42,700.00	0.00
Repairs & Maint Expenditures	1,515.68	0.00	5,000.00	3,484.32	1,515.68
Other Expenditures	2,556.45	0.00	30,355.00	27,798.55	2,556.45
Capital & Debt Expenditures	74,049.25	0.00	23,500.00	(50,549.25)	74,049.25
TOTAL EXPENDITURES	79,347.11	0.00	471,799.08	392,451.97	79,347.11
EXCESS REVENUE OVER (UNDER)	(79,347.11)	0.00	(471,799.08)	(392,451.97)	(79,347.11)

	Y-T-D <u>ACTUAL</u>	Y-T-D <u>ENCUMBRANCE</u>	ANNUAL <u>BUDGET</u>	REMAINING <u>BUDGET</u>	<u>TOTAL</u>
WATER					
Revenues	0.00	0.00	0.00	0.00	0.00
Peronnel Expenditures	0.00	0.00	306,398.20	306,398.20	0.00
Benefit Expenditures	521.47	0.00	131,183.85	130,662.38	521.47
Contract Expenditures	759.00	0.00	12,500.00	11,741.00	759.00
Travel & Expenditures	0.00	0.00	4,800.00	4,800.00	0.00
Materials Expenditures	(6,644.65)	8,161.11	61,750.00	60,233.54	1,516.46
Utilities Expenditures	0.00	0.00	42,000.00	42,000.00	0.00
Repairs & Maint Expenditures	0.00	0.00	39,620.00	39,620.00	0.00
Other Expenditures	2,005.35	0.00	24,107.00	22,101.65	2,005.35
Capital & Debt Expenditures	42,519.45	0.00	135,538.05	93,018.60	42,519.45
TOTAL EXPENDITURES	39,160.62	8,161.11	757,897.11	710,575.38	47,321.73
EXCESS REVENUE OVER (UNDER)	(39,160.62)	(8,161.11)	(757,897.11)	(710,575.38)	(47,321.73)
GARBAGE					
Revenues	0.00	0.00	0.00	0.00	0.00
Peronnel Expenditures	0.00	0.00	71,057.22	71,057.22	0.00
Benefit Expenditures	142.53	0.00	15,980.21	15,837.68	142.53
Contract Expenditures	19,021.60	0.00	247,500.00	228,478.40	19,021.60
Travel & Expenditures	0.00	0.00	0.00	0.00	0.00
Materials Expenditures	0.00	0.00	12,500.00	12,500.00	0.00
Utilities Expenditures	0.00	0.00	500.00	500.00	0.00
Repairs & Maint Expenditures	0.00	0.00	8,500.00	8,500.00	0.00
Other Expenditures	549.64	0.00	7,854.00	7,304.36	549.64
Capital & Debt Expenditures	69,196.49	94,980.00	115,831.00	(48,345.49)	164,176.49
TOTAL EXPENDITURES	88,910.26	94,980.00	479,722.43	295,832.17	183,890.26
EXCESS REVENUE OVER (UNDER)	(88,910.26)	(94,980.00)	(479,722.43)	(295,832.17)	(183,890.26)
HARBOR					
Revenues	8,816.39	0.00	0.00	(8,816.39)	8,816.39
Peronnel Expenditures	0.00	0.00	206,890.17	206,890.17	0.00
Benefit Expenditures	972.05	0.00	130,731.89	129,759.84	972.05
Contract Expenditures	0.00	0.00	1,200.00	1,200.00	0.00
Travel & Expenditures	0.00	0.00	4,000.00	4,000.00	0.00
Materials Expenditures	394.30	0.00	15,025.00	14,630.70	394.30
Utilities Expenditures	965.56	0.00	37,692.00	36,726.44	965.56
Repairs & Maint Expenditures	213.46	0.00	18,000.00	17,786.54	213.46
Other Expenditures	2,227.02	0.00	27,735.00	25,507.98	2,227.02
Capital & Debt Expenditures	0.00	0.00	135,000.00	135,000.00	0.00
TOTAL EXPENDITURES	4,772.39	0.00	576,274.06	571,501.67	4,772.39
EXCESS REVENUE OVER (UNDER)	4,044.00	0.00	(576,274.06)	(580,318.06)	4,044.00

	Y-T-D <u>ACTUAL</u>	Y-T-D <u>ENCUMBRANCE</u>	ANNUAL <u>BUDGET</u>	REMAINING <u>BUDGET</u>	<u>TOTAL</u>
JTB PARK					
Revenues	1,643.70	0.00	0.00	(1,643.70)	1,643.70
Peronnel Expenditures	0.00	0.00	124,022.12	124,022.12	0.00
Benefit Expenditures	23.97	0.00	87,501.45	87,477.48	23.97
Contract Expenditures	0.00	0.00	1,200.00	1,200.00	0.00
Travel & Expenditures	0.00	0.00	0.00	0.00	0.00
Materials Expenditures	216.80	3,231.96	17,600.00	14,151.24	3,448.76
Utilities Expenditures	0.00	0.00	49,600.00	49,600.00	0.00
Repairs & Maint Expenditures	145.21	0.00	12,500.00	12,354.79	145.21
Other Expenditures	2,908.57	0.00	34,446.00	31,537.43	2,908.57
Capital & Debt Expenditures	0.00	0.00	16,000.00	16,000.00	0.00
TOTAL EXPENDITURES	3,294.55	3,231.96	342,869.57	336,343.06	6,526.51
EXCESS REVENUE OVER (UNDER)	(1,650.85)	(3,231.96)	(342,869.57)	(337,986.76)	(4,882.81)

WC CANNERY

Revenues	(150.00)	0.00	0.00	150.00	(150.00)
Peronnel Expenditures	0.00	0.00	54.00	54.00	0.00
Benefit Expenditures	0.00	0.00	0.00	0.00	0.00
Contract Expenditures	0.00	0.00	0.00	0.00	0.00
Travel & Expenditures	0.00	0.00	0.00	0.00	0.00
Materials Expenditures	0.00	0.00	0.00	0.00	0.00
Utilities Expenditures	0.00	0.00	2,000.00	2,000.00	0.00
Repairs & Maint Expenditures	0.00	0.00	0.00	0.00	0.00
Other Expenditures	375.35	0.00	4,471.00	4,095.65	375.35
Capital & Debt Expenditures	15,045.00	0.00	75,000.00	59,955.00	15,045.00
TOTAL EXPENDITURES	15,420.35	0.00	81,525.00	66,104.65	15,420.35
EXCESS REVENUE OVER (UNDER)	(15,570.35)	0.00	(81,525.00)	(65,954.65)	(15,570.35)

SCHOOL SUPPORT

Revenues	0.00	0.00	360,850.00	360,850.00	0.00
Other Expenditures	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
EXCESS REVENUE OVER (UNDER)	0.00	0.00	360,850.00	360,850.00	0.00

GENERAL FUND REVENUES

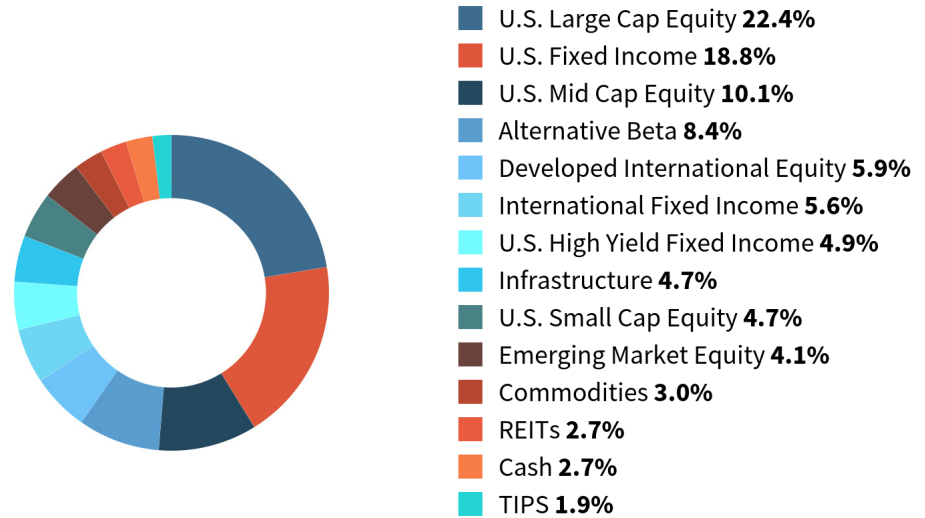
Revenues	105,281.15	0.00	5,060,500.00	4,955,218.85	105,281.15
GF REVENUE TOTAL	105,281.15	0.00	5,060,500.00	4,955,218.85	105,281.15
GF EXPENSE TOTAL	167,027.72	107,893.99	5,417,876.36	5,250,848.64	274,921.71
GF Excess Revenue Over (Under)	(61,746.57)	(107,893.99)	(357,376.36)	(295,629.79)	(169,640.56)

Portfolio Overview

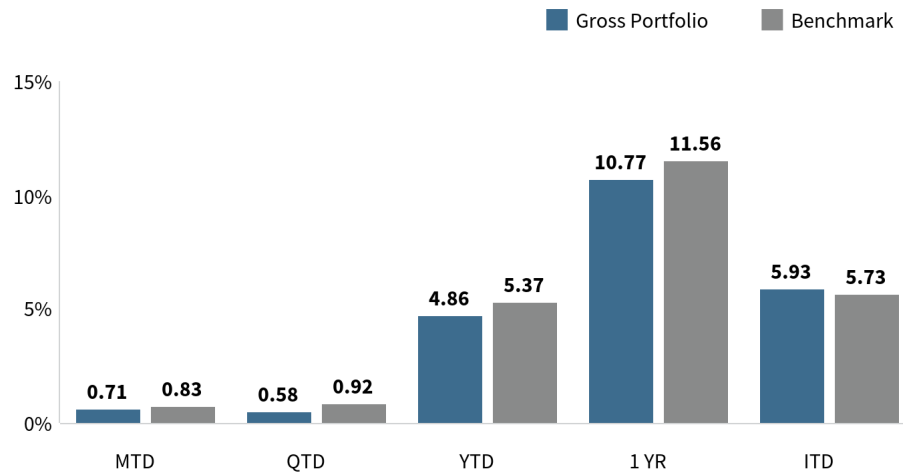
BEGINNING VALUE + ACCRUED	\$16,904,607
TRANSFERS IN/ OUT	-\$3,870
REALIZED GAINS/ LOSSES	\$112,527
CHANGE IN MARKET VALUE	-\$63,805
INTEREST INCOME	\$13,467
DIVIDEND INCOME	\$57,250
ENDING VALUE + ACCRUED	\$17,020,176



Portfolio Composition



Investment Performance



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

Past performance is not indicative of future results.

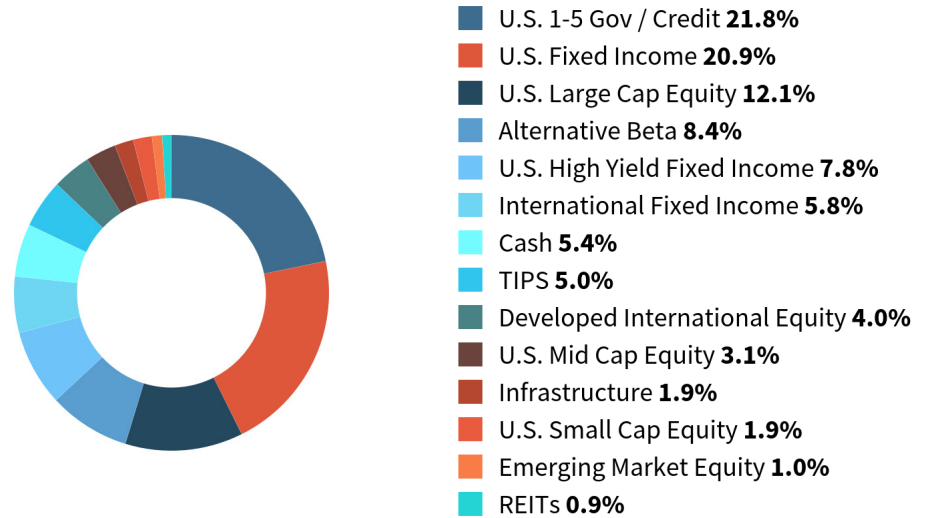
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Portfolio Overview

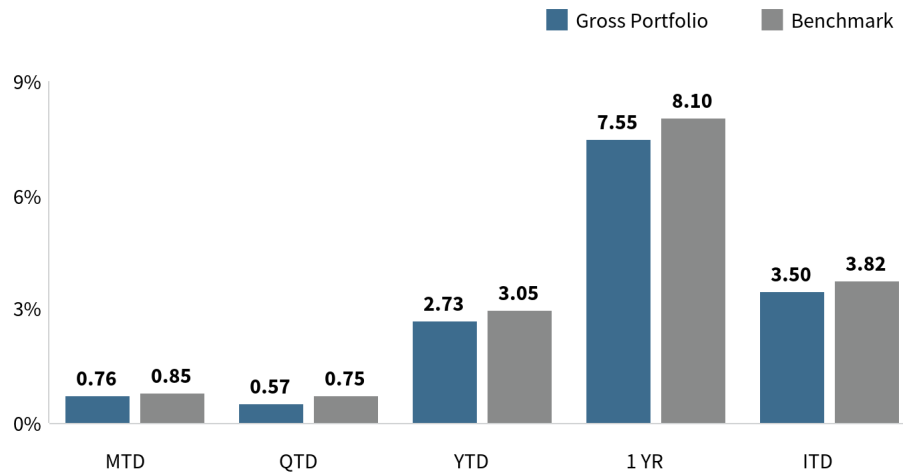
BEGINNING VALUE + ACCRUED	\$3,302,612
TRANSFERS IN/ OUT	-\$473,835
REALIZED GAINS/ LOSSES	\$2,764
CHANGE IN MARKET VALUE	\$9,208
INTEREST INCOME	\$1,890
DIVIDEND INCOME	\$8,336
ENDING VALUE + ACCRUED	\$2,850,975



Portfolio Composition



Investment Performance



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

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CITY OF CRAIG MEMORANDUM

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

Delinquent Property Taxes:

There are 2 properties remaining on our delinquent property tax list and that are being processed with the attorney.

Election Worker Training

Representatives from the State of Alaska, Division of Elections, facilitated additional training on 7/25 for absentee voting and I will be assisting with the state election on 8/20.

2024 Municipal Election

The Craig Municipal Election will be on October 1, 2024. Absentee voting will begin August 2, 2024. Declaration of candidacy may be filed from August 2-30, 2024.

The following terms and expirations are listed below:

CITY COUNCIL:

2025 Chanel McKinley
2025 Michael Kampnich
2026 Millie Schoonover
2026 Josh Bennett
2024 Shauna Thomas
2024 Hannah Bazinet

SCHOOL BOARD:

2026 Josh Andrews- resigned
2026 Ben Page
2025 Julie McDonald
2024 Trish Conaster
2024 Hans Hjort

City Council Meetings:

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

Craig City Council Meetings:

The next council meetings are scheduled for August 15, 2024.

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Alan Lanning, City Planner
Date: August 1, 2024
RE: Staff Report – Planner/Grants

As you know, I just recently began my duties for the City of Craig, beginning July 12, 2024. In order to become conversant in both Planning and grants, I have engaged in the following activities:

Reading: I read Title 16 and Title 18, Comprehensive Plan, various grant files.

Computer: I reviewed various computer files, MARS, AutoCad, etc.

Meetings: I met with the City Administrator and received a preliminary work/priority list. I met several times with the previous City Planner in an effort to cover computer file locations and procedures regarding planning and grants and to review existing paper files. I met with the Public Works Director and toured a number of projects related to public works and we engaged in a status call with FEMA, introduced myself as new contact person and accepted the file from the Public Works Director.

Phone Calls: Reviewed all stored phone messages and responded or forwarded to an appropriate staff person. Returned calls or sent emails to the callers as appropriate. Engaged in significant call with USDA regarding status of funding and processes for existing grants and projects, 7-24-24.

Emails: Reviewed many of the old emails. Most of those emails had been responded to and my emails were simply to follow up. Sent various emails to grant funding sources and legislative sources to determine the status of various grants and introduce myself as a new contact person.

Training: MARS, 7-24-24.

Correspondence: Sent emails to both applicants for Tract D, regarding the Council's direction to delay the application process to 8/15/24. Prepared request to CTA regarding the Cannery property sale. Prepared letter to Shaan-Seet regarding potential property conversations. Assisted with preparation of RFP for A&E Term Contract services.

Permits: 2 Building permit applications. One conversation and investigation regarding a potential variance. Applicant withdrew from consideration.

Grants: Prepared quarterly reports for EMPG and SHSP grants.

**CITY OF CRAIG
MEMORANDUM**

To: Mayor and Craig City Council
From: EMS/Fire Coordinator
Date: 7/24/24
RE: Aug Report Venessa Richter-Russell

Dr Livengood came down and we had the first in person meeting with him and the crew. The meeting was great, he is a wonderful medical director. We can't wait for more to come with his help.

We have two to three more members taking the AK EMT class this year

Supplies have been ordered as our call volumes are going up

We have had to take a step back helping cover Klawock due to our summer crew being down by a few members and Craig comes first. We will still be available for multi aide calls

Everything is going great, and we have an amazing crew.



To: Craig City Council
From: Hans Hjort, Harbor Master
Date: July 23, 2024
RE: August staff report

Harbor department report August 2024

- The Ice House is full and working well so far. We have had some issues getting the new compressor dialed in. Most of the issues were related to some faulty pressure safety switches. Things are running good at this time.
- The Seiners are showing up now, we have tried to clear up as much of our transient areas as possible. All harbors are really full at this time.
- We have started installing the camera system that will cover South Cove harbor as well as provide additional coverage of the Harbor parking lot.
- We are still waiting for a time to take the boat trailer out of service for 3-4 days to replace the wire harness. We hope to install the remote control system at the same time.
- The Harbor Advisory Committee met this month. Attached are the minutes from the meeting.
- The Harbor Staff have been working on more parking enforcement at the False Island boat yard.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: RJ Ely
Date: July 23, 2024
RE: July 2024 Staff Report – Police Chief

ACTIVITY

Activity from July 1, 2024, through July 22, 2024. Dispatch Center took the following amount of calls for service:

Craig	576
Klawock	208
AST	3

DEPARTMENT OF MOTOR VEHICLES

Still continuing with one certified DMV Agent. McKenna Holloway will be returning to parttime work, August 7, 2024.

DISPATCHER(S)

Still looking for a part time fill in dispatcher.

OFFICER(S)

Have hired Willie R. Easley Jr. as a temporary / fill-in officer for three to four months. He has over 19 years of experience, all in Texas, and he will be arriving July 31, 2024.

Former Police Officer Jessie Poole will be arriving August 5, 2024, and will be working for almost 2 weeks to give me and Sgt. Page a few full day's off.

Finalized a three-year agreement with State of Alaska, DMV (Division of Motor Vehicles). Huge thanks to Kimber, working with insurance company to get new, updated wording on policy coverage to complete this agreement.

Sgt. Page will be attending First Line Supervisor's Training, in September this year.

Working on getting updated software / hardware on radios to become FCC Certified by July 1, 2025. All current licenses have been updated/renewed and are good for 10 years.

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Oliver Lewis
Date: July 24th, 2024
RE: August Staff Report – Public Works

Streets & Drainage:

- a. Monthly road grading again for PSN gravel road.
- b. Thompson Rd. Capital projects. One last concrete pour scheduled for 8-1-24 then job complete.
- c. Working through process with FEMA to get re-imbursement for PSN slide costs. FEMA and State sent direct slide costs to DC for payment. Next phase will be mitigation upgrades for 62 pit and 4.5 mile PSN road. Handing off project to City Planner.

Sewer:

- a. Monthly Sludge processing.
- b. Monthly sampling.
- c. Building Specialties have ordered all materials for WWTP roof repair. Scheduled to start replacement in August. Ongoing.
- d. Travis White to test for Level 1 sewer plant operator on August 29th in Klawock. If Travis passes he will no longer be probationary but fully licensed to help at WWTP.

Water:

- a. Continuing to perform monthly and quarterly sampling as scheduled.
- b. Monthly Data reported to DEC.
- c. SCADA upgrades scheduled for July start. All materials are received for upgrade, will postpone install until summer processing use dies down. Ongoing.
- d. Working with Kevin Ulrich at ANTHC for engineering of water treatment plant. First meeting with Engineering team scheduled for 8-1-24 to start engineering process for capacity upgrades.
- e. Consumer Confidence report (CCR) wrapped up for current year with no violations recorded.
- f. Ordered replacement media and underdrains for all 4 filter trains through Capital budgets. Media will be onsite by the end of August.
- g. Department of Environmental Conservation (DEC) has required the City of Craig to install backflow preventers at North and South Cove Harbors by end of the year. This is a compliance issue going back quite a while. It has finally caught up to an enforceable action. Petro fuel dock has also been added to this action. PW has re-submitted for DEC permit and plans to do work after the fishing season. PW will provide a budget and schedule to City administrator by 8-1-24.

Solid Waste:

- a.. Garbage truck repairs scheduled for August. Substantial repair will be completed by contractor from Kent WA. Will need to use rear load truck for regular routes will take extra man power.
- b. F/Y 25 budget approved to purchase new garbage truck. Starting bid solicitation and financing process. New truck at least 1 year out from delivery. Ongoing.

c. Expecting new 65 gallon dumpsters/300 gallon dumpsters and wind rings soon. Ongoing.

Routine operations:

- a. Monthly meter reads and rereads. Working on new meter reading software and device. Will have onsite training for City staff from manufacturer, should help streamline process for reading and billing.
- b. Public Works Employees all set up with e-mail to participate in City wide safety program.
- c. Public Works equipment repairs as needed.
- d. Equipment regular maintenance getting performed.
- e. Ordered 25 new street lights, coordinate with AP&T for replacement. Ongoing.

Administrative:

- a. Both Sam McCarty and Isaac Larson received their class A CDL in July. All CDL drivers with up to date drug screening.
- b. Purchased three spots in Level 1 water operator certification program for 10-18-24. DEC has funding for first come to re-imbursement for all training and travel expenses.

Parks and public facilities:

- a. Daycare project, Mini toilets procured and ready to install . City staff available for additional work as required. Ongoing.
- b. Wood fired Boiler, Developing plan and budget to expand dry wood chip storing capacity. Current boiler storage holds about 5 loads of chips. When delivery is inconsistent we have to shut down boiler. Will present plan and budget to City Administrator by 8-1-24.

THE CITY OF CRAIG RECREATION AND AQUATIC CENTER SUMMARY FOR COUNCIL MEETING AUGUST 2024

Admin:

Gretchen was on vacation for two weeks, and there are two interviews for assistant position scheduled for July. Volunteers have been helping during her break.

Facility Usage:

2 rentals of youth center in July
2 rentals of gym and bounce house in July

Summer Youth Center Activities through June 30th

10 students daily utilizing the youth center and gym. Parents have been helping monitor.

Youth Center Field Trips

Will continue in August to Coffman, Kasaan and Naukati

Lemonade Stand - Youth participation has been great monthly.

Community Garden and Flower Baskets

Community Garden Expansion Garden new gardeners joining.

Organized Sports and Dance Activities:

Open Gym continues and volunteer activities
Soccer registration open for summer
Fun Run/Walk in partnership with Running Club and CTA

Additional Activities:

POW Electronics hosting trading card events at Youth Center.

Annual Events:

Farmers and Craft Market, Fishing Derby, and Fourth of July festivities went well.

Outreach & Promotions:

POST articles, flyers posted, social media, and radio.

Thank you,
Submitted by Gretchen Klein



Save the Dates:

Fun Run in Craig

July 27th

Farmers & Craft Market

August 24th

Naukati Field Trip

August 15th

Annual Fishing Derby Banquet

August 24th

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The City of Craig Aquatic Center DH Report

Date: July 22, 2024

Administrative: Pool staff has been working hard during shut down to get the facility updated, painted, cleaned and organized. We have been working on our fall programming, lesson schedules, as well as additional staff training/in-service. We had hoped to have a new full time staff member joining us this month; recent revelations however now leave this position unfilled. We are in an urgent need for an adult 18+, full time LG II/III; this position remains open, and unfilled. We lose Erika 08/02/24, this will be her last day with us here at the aquatic center. Her departure will come with a significant impact on schedules, and staffing. Jessica will be out of town Aug 9th-18th; I'll be managing both morning, and evening operations during this time.

Facility Usage:

Facility usage numbers are low this month due to the annual shut down.

220 Pass Members

312 Walk-Ins

14 Free Passes

No facility rentals this month.

Operations:

- Quarterly State Water Samples due this month
- Install emergency pump shut-offs – Tongass Electric
- Install Water Slide Traffic Controller – Tongass Electric
- Install UV Filters on Kiddy Pool & Hot Tub – Tongass Electric
- Install Replacement top on Kiddy pool sand filter
- Install Emergency Phones in Fitness Center & Pool Deck – APT
- Switch out probes on all Becsys auto feeders to the new probes.
- Re-Grout hot tub
- Rec-Desk program building with Recreation Department.

Activities:

August swim lessons are scheduled to begin July 29th and run through Aug 27th.

School Use lesson scheduling is now open

High School Swim Begins Aug 7th.

Waverunners Fall Schedule begins Aug 26th

Summary: This month has gone very smooth considering the emergency electrical issues from late June early July, and our planned annual shutdown. The decks have been cleaned, re textured, and painted in entire facility. All general maintenance issues have been addressed, and are done, or scheduled to be completed soon. Staffing remains a top priority, as we would like to maintain Saturday pool hours, and provide lesson programming. I would still like to find staff to open up adult programming (water Aerobics/yoga/aqua fit) I do have a potential instructor for that, but we need more time to work out the scheduling side of things.

Respectfully Submitted,
Mandy Griffin
Aquatic Center Manager

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**KICK UP YOUR HEELS
AND
COME JOIN US FOR CRÈME BRÛLÉE
NATIONAL DAY!**

**SATURDAY JULY 27TH
3-5K WALK AND RUN
CRAIG TRIBAL ASSOCIATION GIFT & SMOKE SHOP
START TIME: 9:30AM
FREE**

**Come hang out with the City of Craig
Parks and Recreation Department and
our awesome sponsors at the
next big event!**



**National
Crème Brûlée Day**



Back to School
BOUTIQUE

**August 8th 2024
5:00PM-7:00PM
The City of Craig
Gym**



Shop for Fun
Clothes, Shoes,
and Accessories
to start the school
year!

**"FIRST FRIDAYS" IS SPONSORED
BY THESE FINE SPONSORS:**

Strictly Local Gallery, Alaska Gifts, Alaska Echo,
Craig Tribal Association Gift & Smoke Shop, Prince
of Wales Electronics, and Log Cabin Sporting Goods

First Fridays
ART WALK

Enjoy music, a featured artist,
and the opportunity to
sip, snack and stroll.

Friday, August 2, 2024
**5PM - 7PM
WESTWIND PLAZA, CRAIG**

FIRST FRIDAYS PASSPORT

Simply visit the Passport stops, get your flyer stamped, and turn in to participating sponsors to be entered for prizes.



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**CRAIG KLAWOCK
KING SALMON
DERBY**

**AWARDS
NIGHT**
Hosted by Doug Rhodes

**SATURDAY
AUGUST 24th**

AT THE CRAIG TRIBAL ASSOCIATION HALL
DOORS OPEN AT 6:00PM

**TICKET
\$20**
Per Person
**Family of up to 4
special rate of \$50**

The Events
**DINNER & BAR
AWARD CEREMONY
AUCTION**

LIVE MUSIC FEATURING POP, ROCK,
PUNK, AND JAZZ

For tickets:
Contact Gretchen Klein 907 617-7635,
or pick up at City of Craig Front
Desk

(NO HOST BAR)

CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Stephanie Merritt
Date: July 24th, 2024
RE: Staff Report – Library

Services Usage:

Patron Count: 842	Wi-Fi Users: 65
Computer Users: 58	Storytime: 30
Paperback Exchange: 183	Total Circulation: 2,212
Inter Library Loan (ILL): 33	

Programming and Outreach

- **Summer Reading Program** There are 88 people signed up for the summer reading program. Collectively, participants have read 67,500 minutes so far.
- **Play & Learn Kits** We have 20 families signed up for the kits. We received positive feedback about the kits. We even received some photos from a family enjoying the activities.
- **Workshops & Events** Turn out for the events and workshops has been high. We hosted an author talk with Jeff Lund, a calligraphy workshop with Christina Barlow, a dog demonstration with Kayla Brett, and a skull and fur identification class with Cedar Houser.
- **New & Upcoming Events** Our next events include Storytelling and Language Revitalization with Rob Yates and a screening of Pamela R. Huteson’s short film “Klawock Totem Park” and poetry reading. In August, we will host the annual Back to School Bookfair with the Craig Library Association.

Facilities

- The new furniture has been well received by the patrons. We are waiting for all the pieces of the new tables to arrive.

Technology

- **Patron Computers** All three of the new patron computers are up and running.

Staff

- **Professional Development** Michelle will no longer be attending the Alaska Library Conference. She is unable to attend

Marketing and Public Relations

- **Quarterly Newsletter** We’ve increased our newsletter mailing list by displaying a QR code to sign up in the library. Sign up for the newsletter here: www.tinyurl.com/cpl-newsletter

Projects

- **New Library Building** Visit the landing page here: <https://www.craigak.com/library/page/new-library-project>.

**CITY OF CRAIG
MEMORANDUM**

To: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: July 26, 2024
RE: Ordinance 777, Sales Tax Increase Ballot Proposition

As the council is aware, there has been significant discussion related to generating additional revenue in order to increase the local contribution to the school district on a long-term basis. At the June 6, 2024, city council meeting the council directed staff to prepare an ordinance to place a seasonal sales tax increase on the October 2024 ballot. The council's direction was to propose a seasonal sales tax at 7% from April 1st to September 30th and 6% from October 1st to March 31st.

Based on 2023 actual sales tax revenue it is estimated that this will result in about \$770,000 in additional sales tax revenue. Using the current secure rural schools (SRS) payment amounts (approximately \$475,000) this would allow for a local contribution of approximately \$1,245,000 per year. The actual amount of the contribution would be subject to the annual SRS payments (which are likely to drop in future years) and the actual sales tax receipts in a given year. The council may also choose through the budget process each year to commit additional general funds or to use some funds (earnings or principal) from the school reserve fund to supplement the local contribution in future years.

The attached ordinance makes the change to the sales tax rate conditional on voter approval at the October election.

At the June 6th council meeting, council members asked if the additional sales tax could be restricted to use for school funding and no other uses. Staff has consulted with a local government specialist in Juneau who says that the increase and the ballot language could be restrictive an dedicate the revenue generated from the tax increase to funding the school and not allow any other use or modification of the tax for other purposes.

This approach has both advantages and disadvantages. The primary advantage is that, according to several survey comments, some voters will be more supportive of the tax increase if use of the funds are severely restricted. If the council chooses to amend the ordinance to include a restriction of the funds on the ballot measure it will likely require a new ballot measure to make any changes to that use of the funds if circumstances change in the future.

Restricting the use of the additional revenue through the ballot measure would also create complications in the timing and calculation of the local contribution each year. Currently our budget process is set so that the council commits the local contribution to the school district in May or June, payment is made to the district in January or February, and calculation of the amount of sales tax revenue generated is not available until July.

The ballot question included in Ordinance 777 is:

PROPOSITION NO. __

SALES TAX RATE

Shall the City of Craig increase the sales tax from 5% to 7% between April 1 and September 30 and from 5% to 6% between October 1 and March 31?

YES []

NO []

If the council is interested in putting a hard requirement on use of the additional sales tax form it should amend the ballot question on the ordinance to read something along the lines of:

PROPOSITION NO. __

SALES TAX RATE

Shall the City of Craig increase the sales tax from 5% to 7% between April 1 and September 30 and from 5% to 6% between October 1 and March 31 with the additional sales tax revenue generated by the increased sales tax dedicated to funding the Craig City School District?

YES []

NO []

Staff recommends leaving the ballot language in the ordinance as written and using the council's appropriation authority during budgeting to ensure that the funds are used for purposes approved by the council, including using all of the additional funds for the school district.

Recommended Motion: Move to adopt Ordinance 777.

**CITY OF CRAIG
ORDINANCE No. 777**

AMENDING TITLE 3, REVENUE AND FINANCE, SECTION 3.08.020, LEVY OF SALES TAX - RATE, AND PROVIDING FOR A BALLOT QUESTION RATIFYING THE RATE OF THE TAX

Section 1. Classification. Section 4 of this ordinance is of a general and permanent nature and shall become a part of the Craig Municipal Code (CMC).

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

Section 3. Effective Date. (a) Section 4 of this ordinance amending CMC 3.08.020 Levy of Sales Tax - Rate, shall become effective on January 1, 2025, if the proposition required by Section 5 of this ordinance is approved by a majority of the qualified voters of the City voting on the proposition at the regular municipal election scheduled for October 1, 2024.

(b) Section 5 of this ordinance authorizing the submission of the ballot proposition to the qualified voters of the City of Craig, shall be effective immediately upon adoption of this ordinance.

Section 4. Action. This ordinance amends Section 3.08.020 of the Craig Municipal Code by deleting the items shown with strikethrough text and surrounded by square brackets (~~strikethrough~~) and by adding the underlined items, as follows:

Chapter 3.08 - SALES TAX

Section: 3.08.020 – Levy of Sales Tax – Rate.

B. The tax is levied in the amount of [~~five~~] seven percent between April 1st and September 30th and the amount of six percent between October 1st and March 31st of the sales price of all retail sales made, of all rents paid and of the amount paid for services performed within the city. When sales are made, rentals of property paid, or services are performed or furnished for other than cash, the price shall be the reasonable value of the items sold, furnished, performed or delivered. The term “rent” as used in this section, includes rent of both real and personal property and the term “services” includes furnishing of labor and materials for accomplishing a specified result when the resulting object or product is not for resale by the purchaser in the ordinary course of business.

Section 5. Election. At the regular election to be held on October 1, 2024, the following question shall be placed before the qualified voters of the City of Craig:

PROPOSITION NO. ____

SALES TAX RATE

Shall the City of Craig increase the sales tax from 5% to 7% between April 1 and September 30 and from 5% to 6% between October 1 and March 31?

YES []

NO []

Passed and approved on _____, 2024.

Kasey Smith, Mayor

Attest _____
Mary Salazar, City Clerk

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: July 26, 2024
RE: Ordinance 778 – Application to Purchase City Owned Property by AP&T, Lot 6,
JT Brown Subdivision

Alaska Power & Telephone (AP&T) recently filed an application to purchase Lot 6, JT Brown Subdivision from the city; the applicant currently leases this property and has done so since 1994. The applicant has constructed a permanent building on the property, supporting the powerplant and substation. The property is surrounded by a chain-link security fence that has also been erected by the lessee. This is the second time AP&T has applied to purchase the property.

The sale notice was published in the Island Post with the public hearing scheduled at the regular city council meeting on July 11, 2024. Public notices were also posted on the City of Craig website as well as via flyers in at least four prominent locations around town.

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

Recommendation: Move to adopt Ordinance 778, authorizing negotiation of the sale of city owned property to AP&T.

**CITY OF CRAIG
ORDINANCE No. 778**

AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE THE TERMS OF A SALE OF CITY OWNED LANDS CONSISTING OF LOT 6, TRACT A, ANCSA14C3, JT BROWN SUBDIVISION TO BUTCH BICKLER DBA ALASKA POWER & TELEPHONE.

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

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

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

Section 4. Action. This ordinance authorizes the City Administrator to negotiate the sale of approximately 23,127 square feet of city owned land consisting of Lot 6, Tract A, ANCSA14c3, JT Brown Subdivision as shown on Plat 2002-11, Ketchikan Recording District. Final terms of said sale are subject to the approval of the Craig city council.

Passed and approved on _____, 2024.

Mayor Kasey Smith

Attest _____
Mary Salazar, City Clerk

CITY OF CRAIG

APPLICATION FOR PURCHASE OF CITY PROPERTY

NAME Butch Bickler

ORGANIZATION Alaska Power & Telephone

ADDRESS PO Box 149

Klawock, AK 99925

TELEPHONE NUMBER 907-826-3202 OR 907-401-4344

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

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

Name: _____

Address: _____

Telephone Number _____ or _____

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

JT Brown Subdivision Lot 6

130 JT Brown Drive

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

23,127 SF

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

Electrical substation and backup power plant. Receive and transmit electricity that is produced at remote locations and generate electricity.

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

See attachment.

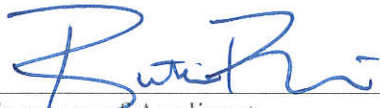
5. All applications for purchase of city property must be submitted with a development plot plan showing and stating:

1. The purpose of the proposed purchase;

2. The use, value and nature of improvements to be constructed;
3. The type of construction;
4. Dates construction is estimated to commence and be completed; and
5. Whether the intended use complies with zoning and the Craig land use code.

Please attach a plot plan meeting these requirements.

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

 5/29/24
Signature of Applicant Date

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

City use only
Received by Sergio Salazar Date 05/29/2024

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

AP&T is requesting to purchase Lot 6 of the JT Brown Subdivision. This is property AP&T has been leasing, without incident, for going on 23 years. The land and facilities have always been well maintained and respected. There are 2 permanent oil/water separators installed to mitigate potential hazardous spills.

The substation located on this property allows AP&T to provide Craig with power generated by the Black Bear Lake Hydro Plant. Hydropower generated power is a renewable energy source and is the most inexpensive power source.

Over the years, many improvements have been made to the substation and power plant at this location. These facilities and continued infrastructural upgrades allow AP&T to provide the city of Craig's homes and businesses with a reliable power supply with reduced energy waste through line loss. Property ownership has the potential of lower the overall cost of providing power which would be passes down to rate payers.

A reliable source of power provides a reliable source of tax revenue from taxes paid on power sold as well as taxes paid on fuel purchased to run our generators.

Property ownership would encourage future infrastructure development which would result in increased property value, therefore increased tax revenue.

These are all benefits to city of Craig residents and the City of Craig.

Attached is a copy of our most recent as built with specifications of our most recent upgrades which gives us more generation ability.

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: July 26, 2024
RE: Ordinance 779 – Municipal Burn Pit Ordinance

For the past 18 months or so, the city has been working with Alaska DEC to resolve some complaints and an open letter of compliance regarding the municipal burnpit.

The response to the state's compliance letter contained a number of steps that the city agreed to in order to decrease illegal burning in the burn pit. Part of this process has included increased enforcement of existing regulations and the agreement with ADEC to expand the burn pit regulations.

Ordinance 779 would add a new section under the Craig Municipal Code Title 8 to regulate the municipal burn pit and open burning in the City of Craig. This item, once adopted should close out our work with ADEC. The ordinance also adds burning of prohibited items to Title 1 (minor offense fine schedule).

These changes will make use and management of the burn pit clearer and make it easier to enforce with the overall goal to reduce or eliminate illegal burning at the burn pit.

Recommendation: Move to adopt Ordinance 779.

CITY OF CRAIG
ORDINANCE NO. 779

AN ORDINANCE AMENDING CRAIG MUNICIPAL CODE, SECTION 1.16.040 MINOR OFFENSE FINE SCHEDULE AND TITLE 8 THROUGH THE ADDITION OF SECTION 8.06 CITY BURN PIT REGULATIONS.

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

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

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

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

Section 4. Action. This ordinance amends Section 1.16.040 and Title 8 of the Craig Municipal Code by adding the **bold** language, as follows:

1.16.040 Minor Offense Fine Schedule.

Section	Offense Title	Fine Amount
8.04.10	Prohibited Waste Burning 1st Offense	\$100
8.04.10	Prohibited Waste Burning 2nd Offense	\$200
8.04.10	Prohibited Waste Burning 3rd and Subsequent Offenses	\$300

Chapter 8.06

CRAIG BURN PIT REGULATIONS AND OPEN BURNS

Sections:

8.06.010 Definitions.

8.06.020 Access.

8.06.030 Approved Waste.

8.06.040 Prohibited Waste.

8.06.050 Open Burns.

8.06.010 Definitions.

The following words when used in this chapter shall have the meanings ascribed to them:

“Burn Pit” refers to an established disposal area for burning approved waste materials, located on City-owned Reconveyance Parcel F.

“ City” means the city of Craig.

“Waste” refers to materials intended for disposal through burning.

“Open Burn” refers to outdoor burning of materials within City limits that is located outside of the designated City burn pit.

8.06.020 Access.

- A. The burn pit will remain open to the public during business hours from 7:00am – 5:00pm, seven days a week unless otherwise posted.**
- B. The burn pit may be temporarily closed to the general public for monthly maintenance, applications to complete larger burns, and/or general needs of the City of Craig.**
- C. The City of Craig reserves the right to revoke access to persons or limit public access if the rules of the burn pit are repeatedly violated.**
- D. Violations of State and Federal law through burning of non-permitted materials may result in denial of access or permanent closure of the burn pit.**

8.06.030 Approved Waste.

- A. The Craig City Burn Pit is a public use resource where members of the public may burn wood and paper/cardboard products. For typical residential waste, this includes trees/stumps 8” in diameter or less, cardboard and paper, raw lumber, slash, and yard waste (no soil).**
- B. Prior approval from the Public Works Director must be obtained for larger burn loads including trees and/or stumps that are greater than 8” in diameter, more than one load of burnable materials from an average-size pickup truck, or burning associated with commercial construction.**
- C. Neglect that results in loss of control of the fire, fire damage to the property or adjacent properties due to negligence, or failure to burn waste appropriately that results in litter may be subject to a fine as established in Section 1.16.040 Minor Offense Fine Schedule.**

8.06.040 Prohibited Waste.

- A. It is a violation of this section to dispose of prohibited waste through burning. Prohibited waste is considered non-burnable and**

includes but is not limited to: drywall, insulation, fiberglass, treated lumber, plastic, foam, chemicals, furniture, metal and glass, rubber/tires, cloth, electronics, metal, household waste, animal carcasses, etc.

- B. Offenders who burn prohibited waste will be subject to a fine as established in Section 1.16.040 Minor Offense Fine Schedule.**

8.06.050 Open Burns.

- A. An open burn intended for the disposal of a significant volume of material and/or may produce a significant quantity of smoke must be approved through the Craig Fire Chief prior to the commencement of burning. Sections 8.06.030 and 8.06.040 apply to open burns.**
- B. This section is not intended to regulate or limit fires with a diameter of three feet or less that are intended primarily for cooking, warmth, or socialization as long as Sections 8.06.030 and 8.06.040 are observed.**

Passed and approved on _____, 2024.

Mayor Kasey Smith

Attest _____
Mary Salazar, City Clerk

CITY OF CRAIG MEMORANDUM

To: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: July 26, 2024
RE: Ordinance 780 – Application to Purchase City Owned Property by Mr. Robert Anderson, Lot 4, Block 28A, USS 1430, Craig Tidelands Addition

Mr. Robert Anderson has applied to purchase Lot 4, Block 28A, USS 1430 Craig Tidelands Addition. This is a small tideland parcel (approximately 3,357 sf) situated in North Cove. Mr. Anderson owns the adjacent upland parcel. There is no other access to the property.

The sale notice will be published in the Island Post with the public hearing scheduled at the regular city council meeting on August 1, 2024. Public notices were also posted on the City of Craig website as well as via flyers in at least four prominent locations around town.

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

Recommendation: Move to adopt Ordinance 780, authorizing negotiation of the sale of city owned Lot 4, Block 28A, USS 1430 CTA to Mr. Robert Anderson.

**CITY OF CRAIG
ORDINANCE No. 780**

AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE THE TERMS OF A SALE OF CITY OWNED LANDS CONSISTING OF LOT LOT 4, BLOCK 28a, USS 1430, CRAIG TIDELANDS ADDITION TO MR. ROBERT ANDERSON.

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

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

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

Section 4. Action. This ordinance authorizes the City Administrator to negotiate the sale of approximately 3,357 square feet of city owned land consisting of Lot 4, Block 28A, USS 1430, CTA as shown on the plat recorded April 22, 1969 in Volume 1, Plat Packet 155, Ketchikan Recording District. Final terms of said sale are subject to the approval of the Craig city council.

Passed and approved on _____, 2024.

Mayor Kasey Smith

Attest _____
Mary Salazar, City Clerk

CITY OF CRAIG

APPLICATION FOR PURCHASE OF CITY PROPERTY

NAME Robert Anderson

ORGANIZATION _____

ADDRESS 202 8th St. Craig AK 99921

TELEPHONE NUMBER 206-910-7702 OR _____

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

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

Name: _____

Address: _____

Telephone Number _____ or _____

ORD
1st. July 11, 2024
2nd. August 1, 2024

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

Lot 4 Block 28-A AT5 212

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

3357 sq ft

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

ADD MORE BOAT SLIPS A continuation
of HARBOR CONDOS Boat slips.

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

IT IS NOT ACCESSABLE BY THE CITY AND
WILL OPEN UP MUCH NEEDED BOAT
SLIPS ON NORTH COVE. IF PURCHASE OF
PROPERTY NOT AVAILABLE WE COULD TRADE
EQUAL VALUE FOR LAND TO EXPAND PARKING AT
SEAPLANE DOCK

5. All applications for purchase of city property must be submitted with a development plot plan showing and stating:

1. The purpose of the proposed purchase;

2. The use, value and nature of improvements to be constructed;
3. The type of construction;
4. Dates construction is estimated to commence and be completed; and
5. Whether the intended use complies with zoning and the Craig land use code.

Please attach a plot plan meeting these requirements.

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


 Signature of Applicant _____ Date 6-25-2024

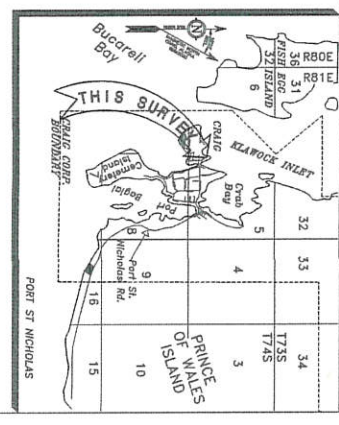
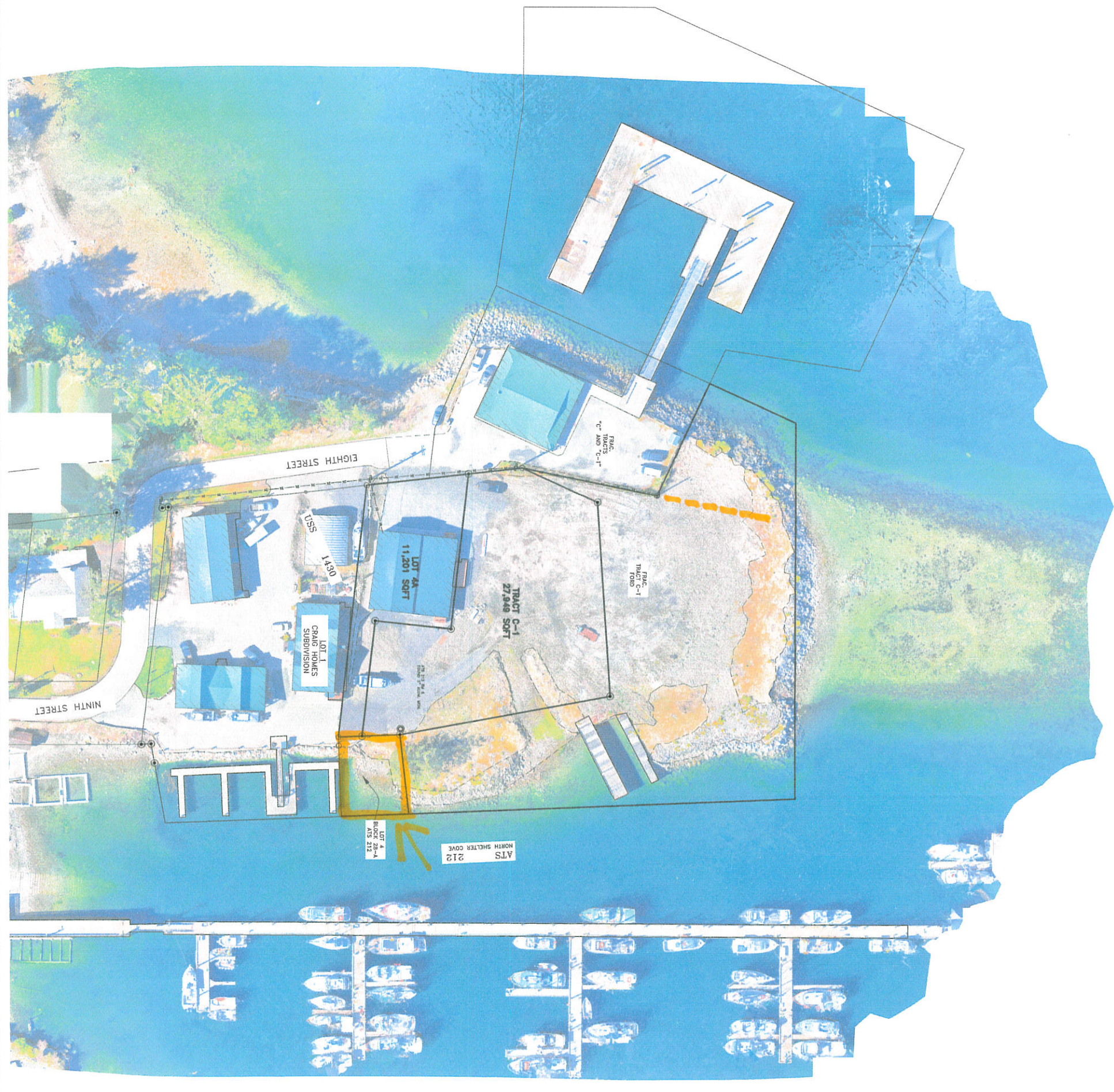
Once this application is complete, please file it with the City of Craig. Unless otherwise exempted per 16.02.070(B) of the Craig Municipal Code, a \$150 non-refundable filing fee must accompany the application.

City use only			
Received by _____	Date _____	Fee Paid <input type="checkbox"/> Yes <input type="checkbox"/> No	Check # _____

**CITY OF CRAIG
PURCHASE APPLICATION PROCESS**

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

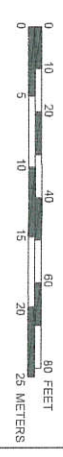
~~3357~~
3357 AD FT



PRELIMINARY

SCALE 1"=20'

THIS DRAWING MAY BE REDUCED. VERIFY SCALE BEFORE USING



1 METER = 3.280833 U.S. SURVEY FEET
1 U.S. ACRE = 0.4047 HECTARES

SHEET 1 OF 1

RS&M
 REAL ESTATE SURVEYING & MAPPING, INC.
 7190 REVILLA ROAD, SUITE 200
 KETCHIKAN, AK 99901
 CRAIG OFFICE
 P.O. BOX 1273
 CRAIG, AK 99821
 Phone: (907) 826-2944
 Fax: (907) 225-5441

R. ANDERSON BOAT SHOP
 EXISTING CONDITIONS SURVEY
 LOT 4A AND TRACT C-1
 (PLAT 2023-20)

LOCATED WITHIN	U.S. SURVEY 1430
	KETCHIKAN RECORDING DISTRICT
	FIRST JUDICIAL DISTRICT
	STATE OF ALASKA
SURVEYED BY:	TGP
DATE:	05/01/2023
DRAWN BY:	CGP
DATE:	FEB 2023
CHECKED:	CGP
SCALE:	1"=20'
RA&M PROJECT NO.:	222906

**CITY OF CRAIG
MEMORANDUM**

To: Craig Mayor and City Council
From: Brian Templin, City Administrator
Date: July 29, 2024
RE: Memorandum of Understanding Between the City of Craig and Shaan-Seet Inc.

On March 28, 2024 the council approved a memorandum of understanding between the Craig Tribal Association and the City. Since that memorandum was approved the council has discussed entering into a similar memorandum with Shaan-Seet Inc.

Council Member Josh Bennett has requested that this item be placed on the August 1, 2024 agenda.

At the request of Council Member Bennett we have edited the memorandum that we signed for the Craig Tribal Association to replace “Craig Tribal Association” with “Shaan-Seet Inc.” and to modify language that references “government”. A copy of the draft is attached.

The council should review the draft and provide input to staff. Once staff has incorporated the changes that council would like to see, we will send the draft to SSI for review and comment.

MEMORANDUM OF UNDERSTANDING
between the
CITY OF CRAIG
and
SHAAN-SEET INCORPORATED

ARTICLE I, PURPOSE.

This Memorandum of Understanding is made and entered into by and between the Shaan-Seet Inc. and the City of Craig to recognize areas of mutual concern and support, establish a framework for cooperative relations and promote good communication for the benefit of the community of Craig as a whole.

Both the Corporation and the City have responsibilities and interests in the establishment of cooperative relationships that meet the needs of both. The Corporation, in managing corporate affairs, has information and resources beneficial to the City. The City, in managing municipal affairs, has information and resources beneficial to the Corporation. It is the desire of both parties to cooperate concerning the legal and political matters inherent in good relationship.

ARTICLE II, STATEMENT OF WORK.

In consideration of the above declaration of purpose, the parties agree to the following:

A. THE CORPORATION SHALL:

1. Make Corporate resources, lands and professional expertise available for the furtherance of cooperative relationships envisioned by this agreement, subject to the applicable laws and regulations, as well as the approval of the Shaan-Seet Inc. Board and/or CEO.
2. Cooperate in the planning, implementation and monitoring of project work undertaken pursuant and supplemental to this agreement.
3. Assign a Corporate liaison officer who shall be responsible for routine activities between the Corporation and the City.

B. THE CITY SHALL:

1. Make Municipal resources, lands and professional expertise available for the furtherance of cooperative relationships envisioned by this agreement, subject to the applicable municipal, state and federal laws, as well as the approval of the Craig City Council.
2. Cooperate in the planning, implementation and monitoring of project work undertaken pursuant and supplemental to this agreement.
3. Assign a Municipal liaison officer who shall be responsible for routine activities between the City and the Corporation.

C. IT IS MUTUALLY AGREED AND UNDERSTOOD:

1. The parties will meet annually to develop guidelines for cooperative relationships and proposals to meet the purpose of this agreement, including, but not limited to:
 - a. Taxes and agreements for payment in lieu of taxes, if any;
 - b. Zoning and development of areas important to the respective governments;
 - c. Economic development;

- d. Protection of the environment and customary and traditional hunting, fishing, and gathering;
 - e. Educational and social advancement;
 - f. Administration of justice and enforcement;
 - g. Cultural and historic preservation.
2. This agreement in no way restricts the parties from participating with other public and private agencies, organizations, and individuals, or from accepting contributions and donations for other similar agreements or projects.
 3. Nothing in this agreement shall obligate either the Corporation or the City in expenditure for funds, or by future payments of money, in excess of appropriations authorized by law and administratively allocated by the respective governments.
 4. The Corporation and City agree, at a minimum, that each will be responsible for its own acts and the results thereof; shall not be responsible for the actions of the other party; and each party agrees it will assume to itself the risk and liability resulting in any manner under the terms of this agreement.

ARTICLE III. TERMS OF AGREEMENT:

A. DURATION OF AGREEMENT

The duration of this agreement is perpetual, until and unless revised or terminated pursuant to the terms of this agreement.

B. REVISION OF AGREEMENT

This agreement may be revised as necessary, by mutual consent of both parties, by issuance of a written amendment, signed and dated by the proper representative of each party.

C. TERMINATION OF AGREEMENT

This agreement may be terminated by either party by providing 30 days' written notice.

ARTICLE IV, EFFECTIVE DATE:

In witness of whereof, the Corporation and City have executed this agreement on

_____.

 Ed Douville
 CEO
 Shaan-Seet Inc.

 Kasey Smith
 Mayor
 City of Craig