

Haines Borough
Borough Assembly Meeting #282

AGENDA

December 16, 2014 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg.

Jan Hill,
Mayor

Dave Berry Jr.,
Assembly Member

Diana Lapham,
Assembly Member

Mike Case
Assembly Member

Joanne Waterman,
Assembly Member

George Campbell,
Assembly Member

Ron Jackson,
Assembly Member

David Sosa, MPA
Borough Manager

Julie Cozzi, MMC
Borough Clerk

Krista Kielsmeier
Deputy Clerk

1. CALL TO ORDER/PLEDGE TO THE FLAG

2. ROLL CALL

3. APPROVAL OF AGENDA & CONSENT AGENDA

[The following Consent Agenda items are indicated by an asterisk () and will be enacted by the motion to approve the agenda. There will be no separate discussion of these items unless an assembly member or other person so requests, in which event the asterisk will be removed and that item will be considered by the assembly on the regular agenda.]*

Consent Agenda:

- 4 – Approve Assembly Meeting Minutes
- 8B – Fire Dept Report
- 8C – Finance Report
- 9A – Museum Board Minutes
- 9B – Parks & Rec Committee Minutes
- 11A1 – Adopt Resolution 14-12-601
- 11A2 – Adopt Resolution 14-12-602
- 11A6 – Adopt Resolution 14-12-606
- 11B1 – Introduce Ordinance 14-12-393
- 11B2 – Introduce Ordinance 14-12-394
- 11B3 – Introduce Ordinance 14-12-395
- 11C1 – Assembly Committee/Liaison Appts
- 11C3 – Fireweed Liquor License Transfer
- 11C4 – 2015 Agenda Meeting Prep Schedule
- 11C5 – CFO and Clerk Employment Contracts

*** 4. APPROVAL OF MINUTES – 11/12/14 Regular**

5. PUBLIC COMMENTS [Any topics not scheduled for public hearing]

6. MAYOR'S COMMENTS/REPORT

A. Oath of Office – Newest Police Officer Jeremy Groves

7. PUBLIC HEARINGS - None

8. STAFF/FACILITY REPORTS

A. Borough Manager – 12/16/14 Report

*** B. Fire Department** – Report of November 2014

*** C. Finance Director** – Five-Year Summer Sales Tax History

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

*** A. Museum Board of Trustees** – Minutes of 10/21/14

*** B. Parks and Recreation Advisory Committee** – Minutes of 9/18/14

C. Assembly Standing Committee Reports

10. UNFINISHED BUSINESS

11. NEW BUSINESS

A. Resolutions

*** 1. Resolution 14-12-601**

A Resolution of the Haines Borough Assembly certifying that the municipality did experience significant effects during the program base year from fisheries business activities that occurred within the FMA 17: Northern Southeast Fisheries Management Area.

*This is part of the annual application process for receiving fish tax revenue from the State of Alaska. **Motion:** Adopt Resolution 14-12-601.*

11. NEW BUSINESS ---continued---

* 2. **Resolution 14-12-602**

A Resolution of the Haines Borough Assembly authorizing and designating certain persons to sign and endorse checks pertaining to the borough's First National Bank Alaska accounts, and authorizing certain persons as signatories for the borough's security cash accounts and investments.

*This resolution is re-designating signers for borough bank, security, and investment accounts to include the newly-elected mayor and the new deputy mayor. **Motion:** Adopt Resolution 14-12-602.*

3. **Resolution 14-12-603**

A Resolution of the Haines Borough Assembly adopting the Alaska Capital Project Submission and Information System priorities (CPSIS) and legislative priorities for FY 2016.

*A similar resolution is adopted annually in advance of submitting legislative funding requests for capital projects and is recommended by the borough manager. **Motion:** Adopt Resolution 14-12-603.*

4. **Resolution 14-12-604**

A Resolution of the Haines Borough Assembly adopting the borough's 2015 federal priorities.

*A similar resolution is adopted annually and is recommended by the borough manager. **Motion:** Adopt Resolution 14-12-604.*

5. **Resolution 14-12-605**

A Resolution of the Haines Borough Assembly approving the temporary addition of territory to the Commercial Ski Tour Areas map to allow for a 2015 special ski competition event to take place in an out-of-bounds area.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 14-12-605.*

* 6. **Resolution 14-12-606**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with Murray and Associates, P.C. in the amount of \$70,590 for engineering design, bid and construction services for the Vocational Education Building Upgrades project.

*This resolution is recommended by the borough manager. **Motion:** Adopt Resolution 14-12-606.*

B. Ordinances for Introduction

* 1. **Ordinance 14-12-393**

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Section 18.70.040 to allow vacation rentals in a light industrial/commercial zone with a conditional use permit.

*This ordinance is recommended by the planning commission and the borough manager. **Motion:** Introduce Ordinance 14-12-393 and set a first public hearing for 1/13/15.*

* 2. **Ordinance 14-12-394**

An Ordinance of the Haines Borough amending Haines Borough Code Title 2 Chapter 2.98 to reflect the Public Library's designation as a Borough Department.

*This ordinance is recommended by the borough manager and reviewed by the library board. **Motion:** Introduce Ordinance 14-12-394 and set a first public hearing for 1/13/15.*

* 3. **Ordinance 14-12-395**

An Ordinance of the Haines Borough providing for the addition or amendment of specific line items to the FY15 budget.

*This ordinance is recommended by the borough manager and finance director. **Motion:** Introduce Ordinance 14-12-395 and set a first public hearing for 1/13/15.*

11. NEW BUSINESS ---continued---

C. Other New Business

*** 1. Assembly Committee/Liaison Appointments**

*The mayor plans to make appointments and seeks assembly confirmation. **Motion:** Confirm the mayor's appointment of standing committee and advisory board liaison assignments, and appointment of Diana Lapham as Deputy Mayor.*

2. Board Appointments

*(Re)appointment applications and reapplications have been received for seats on various advisory boards. Each board has recommended the appointments. The mayor plans to make them and seeks assembly confirmation. **Motion:** Confirm the mayor's appointment of: Tresham Gregg to the Chilkat Center Advisory Board for a term ending 11/2017; Sage Thomas to the Fire Service Area No. 3 Board for a term ending 11/2016; Leonard Banaszak to the Historic Dalton Trail RMSA Board for a term ending 11/2017; Tom Ganner and Dennis Geasan to the Letnikof Estates RMSA Board for terms ending 11/2017; Meredith Pochardt to the Parks and Recreation Advisory Committee for a term ending 11/2017; Don Turner III to the Planning Commission for a term ending 11/2017; Brad Badger, Fred Gray, Norman Hughes, and Bill Rostad to the Port and Harbor Advisory Committee for terms ending 11/2016; Marianne Rasmussen to the Riverview Drive RMSA Board for a term ending 11/2017; Lorraine Dudzik/Michael Marks to the Museum Board of Trustees for a shared term ending 11/2017; and Michael Marks and Sean Gaffney to the Tourism Advisory Board for terms ending 11/2017.*

*** 3. Liquor License Transfer - Fireweed Restaurant**

*The Alaska Alcohol Beverage Control (ABC) Board has notified the Borough of a pending liquor license transfer to the new owner of Fireweed Restaurant. The ABC Board's decision is pending local government review. **Motion:** The Assembly does not object to the transfer of the liquor license to the new owner of Fireweed Restaurant.*

*** 4. 2015 Assembly Meeting/Agenda Preparation Schedule**

*This schedule is recommended by the clerk's office after conference with the mayor. It establishes the assembly regular meeting schedule for 2015 and the agenda & packet deadlines. Special meetings may still be scheduled, as needed. **Motion:** Approve the 2015 Haines Borough Assembly Meeting Agenda Preparation Calendar.*

*** 5. Borough Officer Employment Contracts**

*The assembly's Personnel Committee met with the clerk and CFO on 10/23, 11/10, and 11/21 to consider proposed employment agreements. The committee, including the borough manager, recommends assembly approval. **Motion:** Approve new employment contracts as recommended by the personnel committee for Julie Cozzi as borough clerk and Jila Stuart as chief fiscal officer.*

12. CORRESPONDENCE/REQUESTS

A. Juneau Access Road – John Schnabel

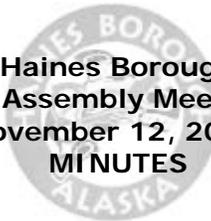
Mr. Schnabel has requested a survey to gauge current community support for or disapproval of the Juneau Access Road.

13. SET MEETING DATES

14. PUBLIC COMMENTS

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

16. ADJOURNMENT


Haines Borough
Borough Assembly Meeting #281
November 12, 2014
MINUTES

Draft

1. **CALL TO ORDER/PLEDGE TO THE FLAG:** Mayor **HILL** called the meeting to order at 6:30 p.m. in the Assembly Chambers and led the pledge to the flag.

2. **ROLL CALL**

Present: Mayor Jan **HILL**; and Assembly Members Joanne **WATERMAN**, Dave **BERRY**, Diana **LAPHAM**, Ron **JACKSON**, George **CAMPBELL**, and Mike **CASE**.

Staff Present: David **SOSA**/Borough Manager, Julie **COZZI**/Borough Clerk, Bill **MUSSER**/Chief of Police, Carlos **JIMENEZ**/Director of Public Facilities, Phil **BENNER**/Harbormaster, Patty **BROWN**/Library Director, and Jila **STUART**/Finance Director.

Visitors Present: Karen **GARCIA**/CVN, Margaret **FRIEDENAUER**/KHNS, Stephanie **SCOTT**, Max **MERTZ** (Borough Auditor), Jeremy **STEPHENS**, Bill **KURZ**, Mike **DENKER**, and others.

3. **APPROVAL OF AGENDA & CONSENT AGENDA**

The following Items were on the published consent agenda:

Consent Agenda:

- 4 – Approve Assembly Meeting Minutes
- 8C – Chilkat Center Report
- 8D – Finance Director Report
- 8E – Fire Department Report
- 8F – Public Library Report
- 8G – Museum Report
- 9A – Library Board Minutes
- 11A1 – Resolution 14-11-595
- 11A2 – Resolution 14-11-596
- 11A3 – Resolution 14-11-597
- 11C2 – Amend Previously-adopted Resolution 14-10-594
- 11C3 – Support for TWC grant application

Motion: **WATERMAN** moved to “approve the agenda/consent agenda,” and it was amended to remove the Port and Harbor Advisory Committee portion of item 11C1 Board Appointments. The motion as amended carried unanimously.

*4. **APPROVAL OF MINUTES** – 10/28/14 Regular Meeting

5. **PUBLIC COMMENTS** - None

6. **MAYOR’S COMMENTS/REPORT**

A. **2014 Haines Harbor Employee of the Year - Tina Olsen**

BENNER presented the award.

Mayor **HILL** reported she has been busy coming up to speed with issues and projects. She announced her current office hours.

7. **PUBLIC HEARINGS**

A. **Ordinance 14-10-392** – Second hearing

An Ordinance of the Haines Borough amending Haines Borough Code Title 3 Section 3.60.190 to modify the manager authorization limit for change orders.

Mayor **HILL** opened and closed the public hearing at 6:34 p.m.; there were no public comments.

Motion: **WATERMAN** moved to “adopt Ordinance 14-10-392,” and the motion carried unanimously in a roll call vote.

B. **Resolution 14-11-600**

A Resolution of the Haines Borough Assembly approving a proposed stipulation resolving disputed revenue requirement issues and request to vacate remaining procedural schedule and hearing date in Docket Number U-14-002.

Note: this resolution was prepared by the borough attorney. Although it was not a public hearing in the true sense of the term, a public discussion of the resolution was expected. Therefore, the

decision was made to include this item at this point in the agenda. Following public discussion of the resolution, the assembly went into executive session to discuss the settlement (litigation strategy, counter-offers, etc.). The assembly was somewhat limited in what could be said in public forum.

SCOTT said she submitted the written statement in the packet and is deeply concerned. The decision to be an intervener was made on behalf of the community. She doesn't know what settlement number is that's being considered since it's not a part of the resolution. Any rate increase in excess of 5-1/2 percent would be inappropriate.

There were no other public comments.

Motion: **CAMPBELL** moved to "go into executive session as allowed by AS 44.62.310(c)(2) and Haines Borough Charter Section 18.03 to discuss the APC Rate Case with the borough attorney; this matter qualifies for executive session as attorney-client privilege; the borough manager and borough attorney Patrick Munson are requested to attend." The motion carried 5-1 with **BERRY** opposed.

Present: Mayor Hill; Assembly Members Jackson, Waterman, Lapham, Case, Berry, and Lapham; borough attorney Patrick Munson (via telephone); and Borough Manager Dave Sosa. The executive session convened at 6:40pm and ended at 7:52pm.

Motion: **CAMPBELL** moved to "adopt Resolution 14-11-600," and the motion carried 4-3 in a roll call vote with **BERRY**, **JACKSON**, and **WATERMAN** opposed and Mayor **HILL** breaking the tie in the affirmative.

A press release will be issued right away.

8. STAFF/FACILITY REPORTS

A. Borough Manager – 11/12/14 Report

SOSA summarized his written report. **WATERMAN** asked if the staff members working on water rate increases are considering incremental annual changes, and **SOSA** responded that various options are being examined. He is planning a community forum on the matter as well as meeting with various organizations to enable the community to be informed.

B. Borough Auditor – Report of 2014 Financial Audit – Max Mertz, Elgee Rehfeld Mertz LLC

MERTZ presented a review of the 2014 audit via a PowerPoint presentation.

*C. Chilkat Center – Financial Report of October 2014

*D. Finance Director – Quarterly Financial Report

*E. Fire Department – Report of October 2014

*F. Public Library – Report of September 2014

*G. Sheldon Museum – Report of October 2014

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

*A. Library Board – Minutes of 9/24/14

B. Assembly Standing Committee Reports

WATERMAN reported the Personnel Committee met to continue work on the Finance Director and Borough Clerk contracts, and they may have recommendations for the next assembly meeting.

10. UNFINISHED BUSINESS - None

11. NEW BUSINESS

A. Resolutions

*1. Resolution 14-11-595

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract change order with Southeast Road Builders for the Third Avenue Improvements project for an amount not to exceed \$24,269.40.

The motion adopted by approval of the consent agenda: "adopt Resolution 14-11-595."

*2. Resolution 14-11-596

A Resolution of the Haines Borough Assembly accepting an FY 2015 Alaska Energy Authority (AEA) grant in the amount of \$1,237,400 for the Haines Borough Municipal Building Biomass Project and authorizing the Borough Manager to enter into a grant agreement with the AEA.

The motion adopted by approval of the consent agenda: "adopt Resolution 14-11-596."

*** 3. Resolution 14-11-597**

A Resolution of the Haines Borough Assembly accepting an FY 2015 Designated Legislative Grant in the amount of \$60,000 for the purpose of High School Roof upgrades and authorizing the Borough Manager to enter into a grant agreement with the Department of Commerce, Community, and Economic Development.

The motion adopted by approval of the consent agenda: "adopt Resolution 14-11-597."

4. Resolution 14-11-598

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to award and execute a contract for the Picture Point Wayside project for an amount not to exceed \$120,000.

There were no public comments.

Motion: CAMPBELL moved to "adopt Resolution 14-11-598," and the motion carried unanimously in a roll call vote.

5. Resolution 14-11-599

A Resolution of the Haines Borough Assembly correcting a manifest clerical error involving real property account C-MIS-02-0100 for tax year 2013 and authorizing a refund in the amount of approximately \$953.02.

There were no public comments.

Motion: WATERMAN moved to "adopt Resolution 14-11-599," and the motion carried unanimously in a roll call vote.

B. Ordinances for Introduction - None

C. Other New Business

1. Board Appointments

Note: (Re)appointment applications were received for seats on the Library Board and the Port and Harbor Advisory Committee (PHAC), and the mayor sought assembly confirmation. During approval of the agenda, the PHAC appointments were removed at the mayor's request for later consideration.

Motion: CASE moved to "confirm the mayor's appointment of James Alborough, Heather Lende and Joann Ross Cunningham to the Library Board for terms ending 11/30/17," and the motion carried unanimously.

*** 2. Amend Previously Adopted Resolution – Sealed Bid Auction for Surplus Items**

Note: On 10/28/14, the assembly adopted Resolution 14-10-594, authorizing the Borough Manager to dispose of four surplus vehicles and a visitor information kiosk by public sealed bid auction to the highest bidder as specified in Haines Borough Code 14.24.010 (Disposal of personal property). The resolution was adopted with the consent agenda, and proposed staff amendments to include a 12-foot Western truck plow in the auction inadvertently were not taken up at that meeting. Robert's Rules of Order allows a motion to amend something previously adopted. The motion adopted by approval of the consent agenda: "amend Resolution 14-10-594 adopted at the 10/28/14 meeting by inserting additional language as proposed by borough staff."

*** 3. Takshanuk Watershed Council Request for Letter of Support**

Note: The Takshanuk Watershed Council was applying for grant funding and requested a letter of support from the borough. The motion adopted by approval of the consent agenda: "authorize the draft letter of borough support for Takshanuk Watershed Council's application to the State Parks Recreational Trails grant program for the development of the interpretive trail (Area 3) as designed in the Picture Point Wayside Project conceptual designs."

12. CORRESPONDENCE/REQUESTS

A. Southeast Conference Herbicide Resolution

B. Alaska Power Company (APC) Rate Increase Request – S. Scott

No comments were made concerning the listed correspondence.

13. SET MEETING DATES - None

14. PUBLIC COMMENTS - None

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

Mayor **HILL** announced there are several attending the upcoming Alaska Municipal League conferences in Anchorage.

CASE asked about the plan for making committee appointments, and the mayor responded she plans to make those appointments soon.

16. ADJOURNMENT – 8:43 p.m.

Motion: **WATERMAN** moved to “adjourn the meeting,” and the motion carried unanimously.

ATTEST:

Janice Hill, Mayor

Julie Cozzi, MMC, Borough Clerk



MANAGER'S REPORT

DATE: December 16, 2014
TO: Mayor and Borough Assembly
FROM: David B. Sosa, Borough Manager

BOROUGH ADMINISTRATION MISSION

Under the guidance and direction of the Borough Assembly, the mission of the Haines Borough Administration is to deliver critical and desired services; to protect the safety and well-being of the community; and to create conditions for a vibrant, sustainable economy that enhances and safeguards quality of life

Manager's Comments:

FY 2016 Budget Preparation: The Manager is in the process of reviewing 1st Quarter results with Department Heads and providing verbal guidance for the FY 16 Budget. Once the Quarterly reviews are complete the Manager will issue written guidance.

Mosquito Lake Facility Meeting: On Wednesday 3 December the Manager met with residents from Mosquito Lake to discuss plans for the Mosquito Lake Building. At that meeting the residents raised the potential for the building to be used as a school again as well as proposing its use as a Community Center. The residents were informed that unless there was a clear indication that the required 10 students would be available to attend classes it was unlikely to open as a school again. They were also informed that there was no funding in this FY for the facility to be used in any other capacity but that if they presented a plan for use that it would be considered for the next FY during the budget cycle. Additionally, they were told that the Borough would look at all options for the facility to include sale of the facility.

On Tuesday 8 December the Manager participated in a discussion at the Mosquito Lake Fire Station. Also present were Dr. Ginger Jewell, Principal Stickler, and Assembly Member George Campbell. When questioned by members of the community the Manager reiterated his points of the previous week and also informed the attendees of costs associated with increased use of the facility. In 2013 the facility cost nearly \$35,000 for heat and electricity alone. Adding anticipated maintenance, personnel, and other associated costs would likely produce an annual operating bill of between \$75,000 and \$100,000. An e-mail from the Facilities Director to the Manager received on 11 December informed him that the facility had been allowed to operate outside of fire code and that in all likelihood reopening the facility would require improvements to the sprinkler system estimated to cost \$200,000 (based on a two year old estimate).

In 2015 the Borough wide tax shares for the area (Fire District #3 and Dalton Trail RMSA) was \$198,628. In effect the facility would cost up to 50% of the annual tax shares without capital improvements considered. Adding likely service life improvements to an annual maintenance and operating cost of \$100,000 would on average absorb 60% of the areas tax share leaving little to contribute to other essential services. With this as a backdrop the Manager cannot recommend the facilities use as only a community center. Options include:

- Expanding use and possibly creating a service area to bring other desired services to the community (policing, technical training, counseling, medical service, etc). These additional services for an area with few services might provide justification for the expense and may even warrant additional expenditure on the part of the Borough. It is important to look at what could be delivered and assess value of services.
- The Borough could work with residents to facilitate a shared use agreement for facilities in Klukwan that would involve considerably less expense while also providing Klukwan with revenue for their facilities.
- Continuing to explore the potential for parents in the area to have their children attend school at Mosquito Lake. Comments during the meeting revealed that there likely is a sufficient number of students living in Mosquito Lake to meet the 10 student threshold but that a number of those children are home schooled or attend school in town. This approach would most readily solve the issue and provide a school and a center for community activities.

The Borough is ready to assist the residents of Mosquito Lake with planning and to assist their efforts in identifying a solution to this challenge. From the Manager's perspective what is required is a solution that provides services at a level of value that is commensurate with the tax share of the area.

Community & Economic Development Interviews: The Borough received eight applications for the position of Community & Economic Development Director and elected to interview five individuals. On 8 & 9 December the Hiring Committee comprised of the Manager, Assembly Member Lapham, Dr. Ginger Jewell, and the Borough Clerk convened and over the two days interviewed four individuals via Skype. One individual did not call for their allotted time slot and was eliminated from further consideration. Following the interviews the Hiring Committee reviewed all candidates and selected two individuals Mr. Kallenberg and Mr. Mandeville for further consideration. On Monday, 15 December Mayor Hill and the Manager interviewed both finalists via phone. The Manager is currently reviewing the results of the interview process and contacting references.

FWT Recommendation: A recommendation is included in this packet for the use of out of bounds space for the FWT event. The Interim Community and Economic Development Director and the Manager met with members of community groups and received input from a number of individuals and organizations. During the meeting Mr. Kevin White, a Biologist with Alaska Department of Fish and Game specializing in Mountain Goats, called and provided input. The Manager also consulted with Alaska Department of Fish and Game on another occasion speaking with Mr. Kevin White and Ms. Stephanie Sell on 9 December 2014. While the general consensus was one of concern over the proposed use, there was acceptance of allowing the event to go forward provided appropriate care was taken with regard to wildlife, safety, and impact to local residents. The Manager believes the conditions identified in the permit recommendation are sufficient to meet these concerns and Mr. White specifically reinforced the offset of 1500 meters as the accepted

standard among researchers. Staff had several conversations with FWT and they are very used to restrictions such as this when operating in Europe. They reinforced their commitment to adhering to the conditions and stated that they are very interested in coming back to Haines and want to ensure that their actions are such that they will be welcomed back. HBC 5.18.080 (G)(2) stipulates that "No later than seven days after receipt of a request submitted in compliance with subsection (G)(1) of this section, the manager shall prepare a written recommendation to the assembly. In preparing his recommendation, the manager shall consult with Alaska Department of Fish and Game regarding the impact of the proposed use on wildlife." The Manager was not able to complete this in the 7 days due to the extensive consultation with the Community and ADFG. While this timeline was not met the permit requestor was kept informed of progress and the public had an increased opportunity to weigh in and contribute to the recommendation process. Additionally, the limitation of Assembly sessions in November and December provided fewer opportunities to bring this matter to the Assembly.

Strategic Doing Session: The Manager would like to thank Ms. Ross and Mr. Benner for the exceptional effort they put into setting up the Strategic Doing Session scheduled for 4 & 5 Dec. The attendance at the event represented a wide range of a opinions and perspectives and provided for well balanced views and understanding. The event was attended by staff, Assembly Members, and Commission/Board Members, community group representatives, state agency representatives and business interests. Additionally, the Whitehorse Council provided a letter of support as did Mr. John Sagman of Wellgreen Platinum Ltd.

The first day was an introduction to Strategic Doing as a method for advancing projects while the second day consisted of application of the process with input from all attendees and any members of the public who stopped in. Out of this process the group focused on the following question:

What would it look like if the Lutak Dock were a balanced regional port that would help improve and enhance quality lifestyle in Haines for current and future residents?

The discussion on this question focused first on *What can we do?* and then on *What should we do?* This in turn identified a need for more information resulting in tasks for several members of the group, the formation of an initial Core Group, and a plan for teleconferences on 18 December and 8 January to continue moving the process forward. The facilitators from University of Alaska Anchorage will be providing a report and I am in discussion with them to provide continued support and consultation.

Water Sewer Rate Discussion: Finance, Facilities, and Water/Sewer have met with the Manager on several occasions over the last month to develop options for the Assembly to review regarding a potential rate increase. The Manager recommends that the DRAFT work be taken up by the GAS Committee for input before moving on to the Assembly. The recent publication of the 2016 Governor's Budget did not identify the Borough's Wastewater Treatment facility as the recipient for any grants and this will have impact on our decision and timeline for required improvements. The Manager scheduled a staff meeting to review options and intends to provide a more detailed report to the Assembly in the near future.

Building Sales or Transfers: There are several properties that use Borough time, Manpower and funds that it would be of benefit to sell or transfer ownership. The ideal

situation is to sell at a minimum of fair market value to an individuals or organization that can pay property tax. In some cases even transferring facilities would be beneficial as this would relieves the borough of the Maintenance, insurance, etc associated with those properties. Building worth considering are: Mosquito Lake Facility, Human Resources Building, Maintenance Shed.

HELP Committee: On 8 December the Manager had intended to have a HELP Committee meeting to review the Emergency Operations Plan, update contact information, and set a timeline for a more detailed rewrite of the plan which was published in 2007. Scheduling conflicts prevented this meeting and I am working with staff to identify a time when all key individuals can be present. More to follow.

Raw Fish Tax: The 2013 fishing season Raw Fish Tax revenue, which was received in November 2014 exceeded projections by \$93,000. The Borough projected revenue of \$345,000 and received \$438,390. This amount is reflected in the Budget Amendment before the Assembly.

E-911: Upon the Manager's arrival in April 2014 Chief Musser advised him of concerns regarding E 911 project. Since that time a number of efforts were made to bring the system to full functionality without success. The E 911 project has hit a significant roadblock for completion. The Enhanced or "E" portion of the E 911 system is the ability to produce the address/location of the incoming call on the screen of the Public Safety Answer Point (PSAP) telephone and computer. This information is displayed to the Dispatcher answering the E 911 call so they know where to send an ambulance, fire, or police to when a 911 call is received. The borough has an address data base that is over 78% complete that has been provided to AP&T. This is so the phone company can attach the location information to the caller phone number. But in order for the information to be visible to dispatch on the equipment currently in place, a computer with very specific software is needed to interpret the data coming in with the 911 call. The computer and software for this is called standalone address location information (SALI). The RFP from 2013 for the upgraded E 911 system did not have the specifics for a SALI included in it. As a result the current Zetron Public Safety Answer Point (PSAP) cannot receive the address/location portion of the E 911 call. In order to correct this oversight the cost quoted to the Haines Borough for a SALI system is just under \$48,000.00. The SALI will allow full E 911 functionality with Dispatch and help populate the Computer Aided Dispatch (CAD) module with call information received from the PSAP. The Manager is working with staff to review the RFP process that occurred in 2013 as well as the contract with the engineering firm that advised the Borough on the development of the RFP.

Mr. John Schnabel Correspondence: On 17 November 2014 Mr. John Schnabel submitted a letter to the Manager requesting a poll of Borough residents on the matter of the Juneau access road. Prior to receiving that letter the Manager was visited by Mr. Schnabel where they discussed the same topic. Surveys can provide very useful information on a number of matters of interest to the Borough, the Juneau access road among them. It has been more than 2 years since the last general survey and there is likely merit in conducting a new survey. Were a survey to be conducted the Manager would recommend that it address a variety of issues so that the Borough could gain the most value from the project.

Foreclosure Appeal: On 1 December the Manager conducted a foreclosure appeal regarding Lots 7 & 8 Four Winds Subdivision. The foreclosure decision resulted from a

failure to make payments and was handled in accordance with HBC 14.20.110 (Administrative foreclosure procedure for land disposed of under a contract of sale.) The Manager determined that there had been a breach of the contract based on the administrative record and the evidence presented at a hearing and issued a decision foreclosing the interest of the purchaser and terminating the contract. This action is subject to further appeal to the Assembly. Such request must be made by 30 December 2014.

Community Purpose Exemption Policy Workshop: The Borough Attorney provided a DRAFT document to address changes in Borough Code as it relates to Community Purpose Exemptions. The Manager drafted a policy based off of the code and submitted that to Borough Staff for review. Once that review is complete the Manager will reconvene the working group to provide input after which the product will be revised and presented to the Government Affairs and Services Committee. This will provide more opportunity for public comment before the document is finalized and presented to the Assembly.

Facilities & Public Works:

Borough Administration Building Roof

The project is substantially complete. Work will resume in the spring of 2015 and includes painting of fascia. The contractor was asked to postpone this work because of winter conditions.

Chilkat Center for the Arts Window Replacement

This project included the replacement of windows in the dance studio and the radio station. The project is substantially complete.

Facility Management Program

Ongoing training will be taking place during December and January with launch of the new system, FacilityDude, scheduled for February 1, 2015.

Picture Point

The Assembly on 11/12/14 pre-authorized the Borough Manager to award a contract for an amount not to exceed \$120,000 to the lowest qualified bidder for the Picture Point Wayside project. The bid opening was the following week, with Southeast Road Builders submitting the sole bid of \$95,945. The project is substantially complete.

Pool Lighting

This project is underway. The contractor began on December 8. The pool is closed during the renovation, and Borough facilities staff is using the opportunity to perform other maintenance duties to lessen the chance of additional closures this season.

Public Safety Building Repairs

Ongoing repairs to the building have included exterior and interior rot repair and replacement of three windows on the second floor.

Sealed Bid Auction for Surplus Equipment

The Borough in November solicited sealed bids for surplus items including a 1965 Peterbilt tanker truck, 1968 Dodge flatbed truck, 1996 Ford Bronco, 1998 Ford Explorer, 1999 Dodge pickup truck, Western truck plow, visitor information kiosk and playground spring ride toys. All of the items were sold, generating \$10,049.33 in revenue.

Snow Plow Contracts

Renewed Contracts:

- Tanani Bay - Turner Construction
- Letnikof Estates - Turner Construction
- Haines School - Southeast Road Builders
- Chilkat Center for the Arts - Southeast Road Builders
- Historic Dalton Trail (26 Mile) - Northern Lights Development (Juneau)

New Contracts:

- Cathedral/Piedad areas - Northern Lights Development (Juneau)

Riverview Drive - Northern Lights Develop

Finance:

Taxes: Second half property taxes were due December 1. Of the 2,506 tax bills sent in July, 238 remain with balances due following the deadline. The delinquent tax amount is \$158,884. We will send delinquent notices in January to property owners with outstanding balances.

Business Licenses: The Finance Department is preparing to send out business license renewals to the businesses due to renew their business licenses in 2015.

Planning:

P & Z Tech attended the AK-APA conference on behalf of the Borough in Anchorage on November 16, 17 and 18.

P& Z Tech worked with the Public Facilities and explored a solution to the sewer service issue on Norm Smith's property. The staff analysis will be presented to the Planning Commission for approval at the December 18 meeting.

Last week, P & Z submitted an application for taking the American Institute of Certified Planners (AICP) exam. The exam is given twice a year, in May and November. She plans to take the exam in May 2015. To become a certified planner, she must meet certain education and experience requirements and pass the exam. Planning is a vitally important field for the good of our community, and the AICP confirms that a planner has the ability to serve the community more effectively.

Public Safety:

Personnel: Training continues for new officer Jeremy Groves and new dispatcher/jailer Brittany Miller. Our final hire for dispatch/jailer, Linda Waldo, will start with HBPD on 12/16/2014.

Training: The department recently completed firearms and use of force training with a pistol qualification, rifle and shotgun practice, and a night shoot with pistol and shotgun.

Chief Musser attended the 2014 Law Enforcement Executive Development Conference in Anchorage from December 1 – 5, 2014. He will also be attending the AST Academy in Sitka from Jan 11 to 24, 2015, to complete training for his law enforcement certification in Alaska.

November Crime Statistics:

3 Burglaries – 2 arrests

7 Thefts

3 Vehicle thefts

1 Domestic Assault

26 Traffic Stops – 8 Cites, 17 Warnings

120 Police Calls for Service

13 Criminal Reports Taken

147 Dispatch Calls for Service (Police, Fire, & Medical)

1 case from 2013 with an aggregate of multiple counts of theft – submitted to the District Attorney.

Tourism:

-TAB Board approved recommendations for their (2) open seats.

-2015 Haines Vacation Planner in the final phase before printing.

November 2014 Haines Vol. Fire Dept. Monthly Report

The Haines Vol. Fire Dept. had one fire (5 responders/5 hours) callout in November. The call was for a vehicle rollover with possible entrapment, but no extrication was necessary. Fire callouts for 2014 total 24. The Haines Vol. Fire Dept. responded to 31 ambulance callouts (107 responders /85.48 hours) in November. Calls included 2 falls, 3 in respiratory distress, a chest pain, a seizure, 2 with abdominal pain, a psychiatric emergency, back pain, 2 unconscious/unknown, an extremity trauma, a patient experiencing nausea & vomiting, a chest pain from trauma due to a vehicle rollover, a patient refusal, a cancelled en route, and 13 medivac/transports. Ambulance callouts for 2014 total 240. There were no SAR callouts in November. SAR callouts for 2014 total 1.

The first joint meeting (26 volunteers, 2h) for November was a business meeting followed by our annual HazMat awareness training. The use of the DOT HazMat guidebook was a focal point. The EMS training meeting (16 volunteers, 2h) was led by physician sponsor Dr. Dave McCandless with a focus on shock protocols. They are constantly evaluating shock protocols as shock is a factor on most EMS calls. The fire training (13 volunteers, 2h) was review of apparatus & pumping procedures for Engine 1 and Tanker 5. With our limited engineer base, all should all be educated on truck operations. This training is not allowing anyone to be an engineer, but informing all on potential troubleshooting guidelines.

The repeater at 26 mile has a new narrowband frequency. Since this has occurred, all fire, police, public works & clinical radios had to be reprogrammed. It only takes about 15 seconds to reprogram a radio, but many hours to get radios available to change frequencies. Thanks to all for taking time to make their radios available.

A major revision of the ambulance standing orders is being performed. Julie Anderson is spearheading this undertaking along with Jenn Walsh assigning different sections to ambulance members to make updates following certain protocols. Thanks ladies, you are awesome. Thanks to our ambulance crew for participating in these revisions. It has been a learning process for all.

Melissa Aronson has agreed to donate matching funds for providing CO detectors for homes that do not have one due to a recent tragedy due to CO poisoning. The fire department is planning on purchasing a limited amount of CO detectors to give to appropriate families for their home. In conjunction there will be a voucher program with the fire department offering \$25 dollars of locally bought CO detectors. The fire department is also offering a voucher program for ice grippers for a limited number of people.

A special thanks goes out to all that help around the station, do the paperwork details, and make life easier for the paid staff. Our department functions better because of you. Our whole community benefits from your efforts.

Volunteer Hours for November 2014

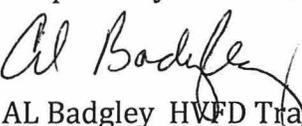
HVFD Fire 126	HVFD Ambulance 292	SAR
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Volunteer Hours for 2014

HVFD Fire 1527	HVFD Ambulance 3088	SAR 341
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Total Volunteer Hours HVFD for 2014	4956 Hours
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Respectfully Submitted,



AL Badgley HVFD Training Officer

HAINES BOROUGH

Summer Sales Tax Revenue Comparison (May-Sep 2010-2014)

Based on Tax Return Period



	2010	2011	% Change	2012	% Change	2013	% Change	2014	% Change
Retail	\$ 656,394	\$ 681,826	4%	\$ 679,370	0%	\$ 709,127	4%	719,539	1%
Services	210,685	205,302	-3%	212,462	3%	208,373	-2%	210,831	1%
Tourism	331,527	338,379	2%	338,873	0%	338,521	0%	388,075	15%
Eating & Drinking	178,268	173,137	-3%	175,210	1%	176,808	1%	183,973	4%
Lodging	152,548	154,270	1%	166,168	8%	160,903	-3%	155,630	-3%
Construction	21,074	26,697	27%	33,639	26%	17,290	-49%	31,384	82%
Total	\$ 1,550,496	\$ 1,579,610	2%	\$ 1,605,722	2%	\$ 1,611,021	0%	\$ 1,689,432	5%

Inflation Rate

3.2%

2.1%

1.5%

Retail Includes - groceries, liquor, hardware, fuel, & all other storefronts

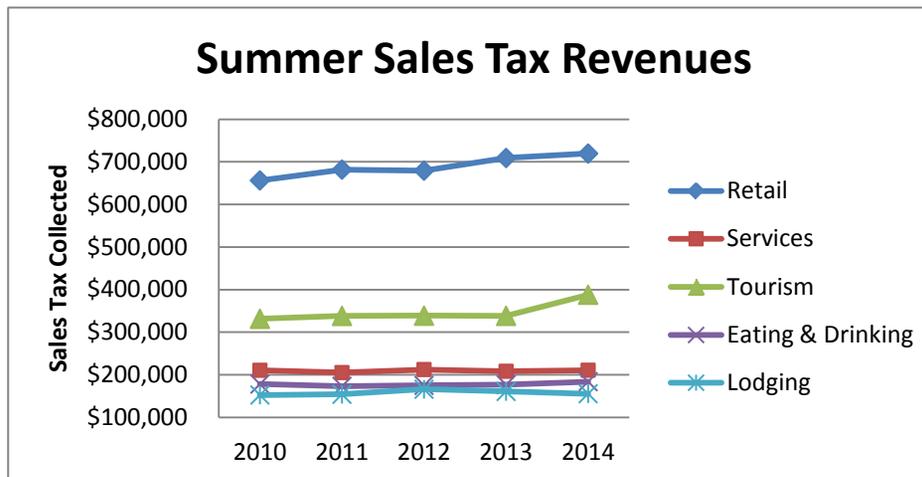
Services Includes - automotive repair, utilities, professional services, personal services, etc.

Tourism Includes - tours, charters, transportation, and art galleries

Eating & Drinking Places Includes - restaurants & bars

Lodging Includes - motels, B&Bs, and rental houses

Construction Includes - general contractors, carpenters, plumbers, handymen



SHELDON MUSEUM AND CULTURAL CENTER, INC
Board of Trustees Meeting Minutes
Tuesday, October 21, 2014, 3:30 p.m. at the Sheldon Museum

CALL TO ORDER: 3:35 p.m. by Board President Jim Heaton

ATTENDANCE: BOARD: Jim Heaton, Jim Shook, Michael Marks, Lorrie Dudzik, Bob Adkins, John Hagen, Anastasia Wiley, Dave Pahl and Ginger Jewell. STAFF: Helen Alten BOROUGH LIAISON: None GUESTS: David Sosa, Haines Borough Manager

ADDITIONS TO THE AGENDA: None

APPROVAL OF AGENDA: M/S Michael and Jim to approve agenda - approved unanimously.

APPROVAL OF MINUTES: M/S Michael and Dave to approve minutes of last meeting - approved unanimously.

STAFF REPORT: A complete Staff Report was included in the Board's packet. Helen emphasized:

- Fundraising information from Museums Alaska conference in regard to new construction and building additions,
- Different visitor surveys – Is This Art or Not? Vote with beans, cards, checkers, etc.
- Legislative Fly-In information. Need to lobby for state building funds similar to libraries.
- SMCC hired Andrea Nelson as Collections and Exhibits Coordinator.
- Andrea is presently working on the Doll Fair (Oct. 25 – 31) and the upcoming Snowflake Exhibit. The Snowflake exhibit is timed to coincide with the proposed international Heli-Ski Competition.
- AML has offered to ship all exhibits from Seattle without charge.
- Need to get appropriate books to sell during the Snowflake Exhibit, apply for Alaska State Council of Arts grant, and explore Native languages for “snow” words.
- SMCC is partnering with the Wasilla Museum for this exhibit.

PRESIDENT'S REPORT: No president report at this time.

TREASURER'S REPORT: Michael was unable to get with Wendy due to her illness.

COMMITTEE REPORTS:

Education Committee – Re-scheduled due to Ginger's travel. New time is Wed. Nov. 5, 4 p.m. **at the school.**

Fund Raising Committee – Wed. Oct. 22 4 p.m. at SMCC

Collection Committee – Thur. Nov. 6, 3 p.m. at SMCC.

Landscaping Committee – TBA

Facility Committee – TBA, chairman Dave Pahl.

Exhibits Committee – Wed. Nov. 19, 3 p.m. John Hagen, Chairman

OLD BUSINESS:

- New Pathways Workshop – Stressed all different formats of art and emphasized looking outside the box.
- Mentioned interactive, non-linear, grant funded, competitive, and complex problem solving methods.
- Need to change Haines' perception of SMCC with flexible solutions and spontaneous projects
- Need NP Training for the entire SMCC Board.
- Relevancy leads to community awareness to increased community interest to increased participation to increased funding.
- SMCC Board will meet Monday, Nov. 17, from 1:00 to 3:00 p.m. to prepare for the Dec. 1 visit by Laurie Wolfe for New Pathways Training, with a Board Meeting to follow immediately after.
- Rasmuson Art Grants – Suggestions include 1) a full set of John Hagen photos, 2) two pieces of tile art from our latest Six Week Spotlight, 3) Cesar bent wood box, 4) Bielecki bridge, and /or 5) Wayne Price carving.

NEW BUSINESS:

- Dave Sosa shared that there will be a U.S. Marine Corps memorial service on Nov. 10. Further details later.

BOARD DISCUSSION: Jim Shook has a historic dogsled and pair of snowshoes that he would like SMCC to have. A discussion re: Board Members and sales followed.

- Lorrie suggested a 60-compartment donation box that would promote competition between states and possibly different countries.
- John Hagen's photos could be used as a traveling exhibit to promote Haines.

COMMITTEE MEETINGS: **Fundraising Committee - Wednesday, Oct. 22, at 4 p.m.**
Education Committee – Wednesday, Nov. 5, at 4 p.m. at Ginger's Office.
Exhibits Committee - Wednesday, Nov. 9, at 3 p.m.

NEXT BOARD MEETING: Monday, November 17, 2014, following the New Pathways Training Session.

MEETING ADJOURNED: at 4:50 p.m.

Respectfully submitted,

Bob Adkins, Secretary

Haines Parks and Recreation Advisory Committee (PARC)

September 18, 2014, 5:00 PM, Haines Borough Public Library

Members present: Al Giddings (CYD), Ginger Jewell, Daymond Hoffman, Jon Gellings, Rich Chapell, Ron Jackson

Absent: Meredith Pochardt, Susan Leuscher, George Campbell,

Visitors: Senior Village resident Joan Snyder, Tourism Director Leslie Ross, Haines Ski and Hike Club (HSHC) President Bill Holton, HSHC member Jon Hirsh

Approval of Agenda

Add Public Comment, requested by Joan Snyder

Motion/Second: Jewell/Hoffman

Passed unanimously.

Public Comment

Snyder informed the committee that construction vehicles are accessing a downtown lot using Borough roads adjacent to Senior Village and Tlingit Park playground. She feels this large vehicle traffic is a hazard to Tlingit Park users. Could the Borough direct the owner to reduce hazard by accessing the lot from 2nd Ave.?

Action: Jewell will discuss with Borough Public Works Dept. head.

Approval of minutes from 8/21/2014 meeting

Motion/Second: Hoffman/Gellings

Passed unanimously.

Approval of minutes from 7/18/2014 meeting

Cannot locate minutes. Pochardt typed on whose computer?

Action: Chapell will ask Borough staff if minutes are on Christina Baskaya's Borough work computer.

Old Business

PARC Mission, Vision, and Goals

Members collaborated on edits to Jewell's draft presented at meeting. Hoffman requested Jewell's draft presented at 8/21/2014 meeting for comparison.

Action: Jewell will distribute 8/21/14 non-edited and 9/18/14 edited versions by email before next meeting. Members will make final edits and approve at next meeting.

Ski Club Grooming Equipment MOA

Ross provided update: Haines Ski and Hike Club (HSHC) and Borough Manager David Sosa did not reach agreement on MOA. Sosa encouraged HSHC to apply for next round of Community Chest funds.

Action: none at this time. Jewell and other members expressed that PARC welcomes and would strongly support a proposal to develop groomed X-C ski trails which will benefit of Haines residents and will attract winter tourists from Whitehorse and Juneau.

National Public Lands Day Sept. 27, 2014 - activity such as trail marker installation?

Gellings: AK State Parks staff (Gellings) will organize volunteer trail work project: distribute gravel on Battery Point trail. Gellings will publicize by Hainesak.com, KHNS, Chilkat Valley News Save the Date, and flyers posted around town. AK State Parks will provide 2 motorized wheelbarrow, 1 manual wheelbarrow. Volunteers are encouraged to bring their own wheelbarrows.

Action: Jewell will solicit Haines High School athletes to help for community service credits they need.
Action: Members are encouraged to spread the word, enlist friends, and participate.

Battery Point trail update

Gellings: 12 super sacks of gravel were airlifted to a spot on the trail and must now be distributed by wheelbarrow. Work stopped due to trail staff leaving for other work commitments. \$7,500 of Borough funds were spent on gravel, super sacks, dump truck, and 2 hrs helicopter time. The remaining \$7,500 of Borough funds will be spent on a 2nd gravel purchase and delivery in the spring.

Chilkat State Park public use cabin update

Gellings: AK State Parks Ranger will consider the Borough proposal after he starts work in Haines in early October.

New Business

ATV park in the Haines townsite

Jackson: Item in the Chilkat Valley News said the Borough Assembly had resolved to refer this idea to the PARC. Chapell and other members said they had not received any direction or referral from the Mayor or Borough staff. There was no discussion on the merits of the idea or suitable sites. Jackson and Hoffman, the longest serving PARC members, said they could not recall this idea being considered previously.

Next meeting date

October 23, 2014, 5:00 pm, Haines Borough Public Library

Adjourned

6:50 pm



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 14-527

Assembly Meeting Date: 12/16/14

Business Item Description:	Attachments:
Subject: FY15 Shared Fisheries Tax Program	1. Resolution 14-12-601 2. Program Description
Originator: Finance Director	
Originating Department: Finance	
Date Submitted: 12/1/14	

Full Title/Motion:
Motion: Adopt Resolution 14-12-601

Administrative Recommendation:
Staff recommends adoption of this resolution, since it is a required part of the application process.

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$ 4,000 revenue est.	\$	None; new resol required each year

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
<p>This is part of the annual application process for receiving fish tax revenue from the State of Alaska. The proposed draft resolution is in keeping with the suggested language by DCCED for the shared fisheries program. The purpose of the program is to provide for an annual sharing of fish tax collected outside of municipal boundaries. The application is due February 15. A description of the program is attached. In recent years, shared fisheries receipts have been as follows:</p> <p>FY10 \$2,869 FY11 \$2,723 FY12 \$2,774 FY13 \$4,560 FY14 \$2,407</p>

Referral:
Referred to: _____ Referral Date: _____ Recommendation: _____ Meeting Date: _____

Assembly Action:
Meeting Date(s): 12/16/14 Public Hearing Date(s): _____ Postponed to Date: _____

A Resolution of the Haines Borough Assembly certifying that the municipality did experience significant effects during the program base year from fisheries business activities that occurred within the FMA 17: Northern Southeast Fisheries Management Area.

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY15 Alaska Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality experienced significant effects during calendar year 2013 from fisheries business activities; and

WHEREAS, 3 AAC 134.060 provides that if the allocation available for a fisheries management area is less than the long-form threshold value, a municipality may demonstrate that it suffered significant effects during the program base year from fisheries business activities that occurred within that fisheries management area through a resolution of the municipality's governing body; and

WHEREAS, the Haines Borough is located within a fisheries management area with an allocation less than the long-form threshold value; and

WHEREAS, 3 AAC 134.120 provides that this resolution satisfies the Short-Form Application resolution requirements under the FY15 Shared Fisheries Business Tax Program,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly by this resolution certifies that the Haines Borough did suffer significant effects during the calendar year 2013 from fisheries business activities that occurred within the FMA 17: Northern Southeast Fisheries Management Area and wishes to apply for funding under the FY15 Shared Fisheries Business Tax Program.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this ____ day of _____, 2014.

Janice Hill, Borough Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk

**DCCED
SHARED FISHERIES
BUSINESS TAX PROGRAM
FY 15 SHORT-FORM APPLICATION
FOR
FMA 17: NORTHERN SOUTHEAST**



**APPLICATION MUST BE SUBMITTED TO DCCED
NO LATER THAN FEBRUARY 15, 2015**

**State of Alaska
Sean Parnell, Governor**

**Department of Commerce, Community, and
Economic Development
Susan K. Bell, Commissioner**

**Division of Community and Regional Affairs
Lawrence Blood, Acting Director**

FY 15 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION

The purpose of the Shared Fisheries Business Tax Program is to provide for an annual sharing of fish tax collected outside municipal boundaries to municipalities that can demonstrate they suffered significant effects from fisheries business activities. This program is administered separately from the state fish tax sharing program administered by the Department of Revenue which shares fish tax revenues collected inside municipal boundaries.

Program Eligibility

To be eligible for an allocation under this program, applicants must:

1. Be a municipality (city or borough); and
2. Demonstrate the municipality suffered significant effects as a result of fisheries business activity that occurred within its respective fisheries management area(s).

Program Funding

The funding available for the program this year is equal to half the amount of state fisheries business tax revenues collected outside of municipal boundaries during calendar year 2013.

Program funding is allocated in two stages:

1st Stage: Nineteen Fisheries Management Areas (FMAs) were established using existing commercial fishing area boundaries. The available funding is allocated among these 19 FMAs based on the pounds of fish and shellfish processed in the whole state during the 2013 calendar year. For example, if an area processed 10% of all the fish and shellfish processed in the whole state during 2013, then that area would receive 10% of the funding available for the program this year. These allocations are calculated based on Fisheries Business Tax Return information for calendar year 2013.

2nd Stage: If the total funding available for a Fisheries Management Area (FMA) is less than the long-form threshold value (the value determined by multiplying the number of municipalities in an area by \$4,000), then one half of the allocation is divided equally among the eligible applicants in that area. The other half of the area allocation is distributed among the eligible applicants proportionate to the populations of all the eligible applicants in the area. This is known as the short-form method*.

* Because your municipality is located within a Fisheries Management Area with a total allocation less than the long-form threshold value, you have been provided a Short-Form Application.

FY 15 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION

Short-Form Application Method: In order to receive funding under the Short-Form Application Method, an applicant must have suffered significant effects during the program base year from fisheries business activities that occurred within its respective fisheries management area(s).

Some important definitions: The Shared Fisheries Business Tax Program provides for a sharing of State Fisheries Business Tax with municipalities that can demonstrate they suffered *significant effects* during the *program base year* from *fisheries business activity* in their respective fisheries management area.

For the purposes of this program, "fisheries business activity" means:

- activity related to fishing, including but not limited to the catching and sale of fisheries resources;
- activity related to commercial vessel moorage and commercial vessel and gear maintenance;
- activity related to preparing fisheries resources for transportation; and,
- activity related to processing fisheries resources for sale by freezing, icing, cooking, salting, or other method and includes but is not limited to canneries, cold storages, freezer ships, and processing plants.

And, "significant effects" means:

- municipal expenditures during the program base year demonstrated by the municipality to the department to be reasonable and necessary that are the result of fisheries business activities on the municipality's:
 - population;
 - employment;
 - finances;
 - air and water quality;
 - fish and wildlife habitats; and,
 - ability to provide essential public services, including health care, public safety, education, transportation, marine garbage collection and disposal, solid waste disposal, utilities, and government administration.

And, "program base year" means:

- calendar year 2013.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 14-528
Assembly Meeting Date: 12/16/14

Business Item Description:	Attachments:
Subject: Add and Remove Signers for Borough Bank, Security, and Investment Accounts	1. Resolution 14-12-602
Originator: Finance Director	
Originating Department: Finance	
Date Submitted: 12/9/14	

Full Title/Motion:
Motion: Adopt Resolution 14-12-602

Administrative Recommendation:
Staff recommends adoption of this resolution.

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$	\$	\$	

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
This resolution is re-designating signers for borough bank, security, and investment accounts to include the newly-elected mayor and the new deputy mayor.

Referral:	
Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:	
Meeting Date(s): 12/16/14	Public Hearing Date(s):
	Postponed to Date:

A RESOLUTION OF THE HAINES BOROUGH ASSEMBLY AUTHORIZING AND DESIGNATING CERTAIN PERSONS TO SIGN AND ENDORSE CHECKS PERTAINING TO THE BOROUGH'S FIRST NATIONAL BANK ALASKA ACCOUNTS, AND AUTHORIZING CERTAIN PERSONS AS SIGNATORIES FOR THE BOROUGH'S SECURITY CASH ACCOUNTS AND INVESTMENTS.

WHEREAS, the Haines Borough Assembly approves a signature authority list for the Haines Borough bank accounts, and

WHEREAS, First National Bank Alaska is hereby authorized to honor and pay checks or other orders for the payment of money drawn in the name of the Haines Borough when signed by any two of the authorized individuals; and

WHEREAS, the following individuals are recommended as check signers for all borough First National Bank Alaska bank accounts:

- Janice Hill, Mayor
- Diana Lapham, Deputy Mayor
- David Sosa, Borough Manager
- Julie Cozzi, Borough Clerk (Corporate Secretary)
- Jila Stuart, Chief Fiscal Officer
- William Musser, Chief of Police; and

WHEREAS, the Haines Borough has also established and wishes to maintain security cash accounts and investments; and

WHEREAS, a resolution of the Borough Assembly is required to authorize signatories on such accounts and investments; and

WHEREAS, the following individuals are recommended as signatories for all borough security cash accounts and investments:

- Jila Stuart, Chief Fiscal Officer
- Julie Cozzi, Borough Clerk (Corporate Secretary)
- David Sosa, Borough Manager
- Janice Hill, Mayor

NOW THEREFORE BE IT RESOLVED by the Haines Borough Assembly:

Section 1: The foregoing authorizations shall be continuing ones and shall not be exhausted by their exercise but shall remain in effect until revoked by a resolution of the Haines Borough Assembly, or if any individual named in this resolution ceases to be an official, contractor, or employee of the Haines Borough;

Section 2: The Borough Clerk is hereby authorized to certify to First National Bank Alaska a copy of this resolution and the names of this borough's designated officials and employees thereby authorized to act as check signers;

Haines Borough
Resolution No. 14-12-602
Page 2 of 2

Section 3: The foregoing designated individuals are hereby authorized to sell, assign and endorse for transfer, certificates representing stocks, bonds or other securities now registered or hereafter registered in the name of the Haines Borough; and

Section 4: The Borough Clerk is hereby given the authority, by means of a certification form, to certify the names and titles of such officers when changes in office occur, and is also hereby authorized to certify this resolution has been duly adopted and will remain in full force and effect until the Transfer Agent receives a duly executed amendment to the original Certification Form.

ADOPTED by a duly constituted quorum of the Haines Borough Assembly this ____ day of _____, 2014.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk



Agenda Bill No.: 14-531
 Assembly Meeting Date: 12/16/14

Business Item Description:	Attachments:
Subject: FY 2016 State Legislative Priorities	1. Resolution 14-12-603
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 12/9/14	

Full Title/Motion:
 Motion: Adopt Resolution 14-12-603.

Administrative Recommendation:
 The Borough Manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.: Objective 2B, Page 56	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

It is the intent of the assembly to provide the Alaska Governor, Legislature, and state officials adequate information to represent the needs of the borough concerning legislative requests including necessary funding requirements, The purpose of this resolution is to identify the borough's capital budget priorities for submission to the state of Alaska for FY 2016. Complete project descriptions and funding level requests will be developed later this month and in early January in preparation for submitting the project requests through the State of Alaska capital project submission system. The resolution list is prioritized only for the purpose of entering the projects into the state system because that system requires a priority assignment. The proposed projects are similar to last year's list with those projects dropped off that the voters recently approved bonding for. Some projects on the list are critical.

Referral:

Sent to:	Date:
Recommendation:	Meeting Date:
Refer to:	

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 12/16/14	Tabled to Date:

A RESOLUTION OF THE HAINES BOROUGH ASSEMBLY ADOPTING THE ALASKA CAPITAL PROJECT SUBMISSION AND INFORMATION SYSTEM PRIORITIES (CPSIS) AND LEGISLATIVE PRIORITIES FOR FY 2016.

WHEREAS, the Haines Borough Assembly has determined to prioritize the Borough's FY 2016 legislative priorities; and

WHEREAS, it is the intent of the Assembly to provide the Alaska Governor, Legislature, and state officials adequate information to represent the needs of the Borough concerning legislative requests including necessary funding requirements,

NOW, THEREFORE BE IT RESOLVED, by the Haines Borough Assembly, Haines, Alaska:

Section 1. The following Capital Budget priorities are identified as the Haines Borough priorities for the state of Alaska for FY 2016:

1. Wastewater Treatment Facility Upgrades
2. Lutak Industrial Dock Replacement
3. Road Improvements - Phase IV
4. South Portage Cove Harbor Expansion
5. Lutak / Oceanview Area Slump Mitigation & Drainage Improvements
6. HS/Pool Locker Rooms and Mechanical Systems
7. Public Safety Building Replacement
8. High School Roof
9. Port Chilkoot Dock Improvements - Phase III

Section 2. The following Operating Budget priorities are identified as the Haines Borough priorities for the state of Alaska for Fiscal Year 2015:

1. Municipal Revenue Sharing
2. Federal Shakwak Project Funding Support
3. Adequate funding for both operations and capital needs of the Alaska Marine Highway

Section 3. The Borough Manager is hereby instructed to advise the Governor, Legislature, and appropriate State agencies of the Borough's legislative priorities and take all appropriate steps to provide background information and testimony in representing the Borough's best interests.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on the ____ day of _____, 2014.

Haines Borough
Resolution No. 14-12-603
Page 2 of 2

Attest:

Janice Hill, Mayor

Julie Cozzi, MMC, Borough Clerk



Agenda Bill No.: 13-532
 Assembly Meeting Date: 12/16/14

Business Item Description:	Attachments:
Subject: 2015 Federal Priorities	1. Resolution 14-12-604
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 12/9/14	

Full Title/Motion:
 Motion: Adopt Resolution 14-12-604.

Administrative Recommendation:
 The Borough Manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.: Objective 2B, Page 56	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

The intent of this resolution is to provide the President of the United States, Alaska Congressional Delegation, and other federal officials with adequate information to represent the needs of the borough concerning requests of the Federal Government, including necessary funding requirements. Following adoption of this resolution, the borough manager and staff will take all appropriate steps to provide background information and testimony in representing the borough's best interests. It is important to note that the "order" of priority for the projects is not binding on the borough or federal government, but it does provide some general guidance for funding through Congress and the Administration. Because of the continuing moratorium on congressional earmarks and reductions in federal program funding, efforts must continue to seek other funding options for all of these projects and programs. Of particular importance is continuing efforts to plan for reductions, or the possible elimination, of the SRS and PILT programs.

Referral:

Sent to:	Date:
Recommendation:	Meeting Date:
Refer to:	

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 12/16/14	Tabled to Date:

A RESOLUTION OF THE HAINES BOROUGH ASSEMBLY ADOPTING THE BOROUGH'S 2015 FEDERAL PRIORITIES.

WHEREAS, the Haines Borough Assembly has determined to prioritize the Borough's 2015 federal priorities; and

WHEREAS, it is the intent of the assembly to provide the President of the United States, Alaska Congressional Delegation, and other federal officials with adequate information to represent the needs of the borough concerning requests of the Federal Government, including necessary funding requirements,

NOW, THEREFORE BE IT RESOLVED, by the Haines Borough Assembly, Haines, Alaska:

Section 1. The following Capital Budget priorities are identified as the Haines Borough federal priorities for 2015:

1. Haines Harbor
2. Haines – Port Lutak Facility Improvements
3. Secure Rural Schools (SRS) Program and Payment in Lieu of Taxes (PILT)
4. Shakwak Project – North Alaska Highway
5. Haines Public Safety Building Replacement
6. Tribal Transportation Program
7. Haines National Scenic Byway
8. Department of Energy Liquid Natural Gas Study

Section 2. The borough manager is hereby instructed to advise the President, Alaska Congressional Delegation, and other federal officials of the Borough's federal priorities and take all appropriate steps to provide background information and testimony in representing the Borough's best interests.

Adopted by a duly-constituted quorum of the Haines Borough Assembly this ____ day of _____, 2014.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 14-530

Assembly Meeting Date: 12/16/14

Business Item Description:		Attachments:
Subject: Request to Authorize Temporary Addition of Areas to Ski Tour Map for a 2015 Special Competition Event		1. Resolution 14-12-605 2. Manager Recommendation to Assembly 3. FWT Request 4. Maps 5. FWT Safety Plan
Originator: Borough Manager		
Originating Department: Administration		
Date Submitted: 12/9/14		

Full Title/Motion:
Motion: Adopt Resolution 14-12-605.

Administrative Recommendation:
The manager recommends approval of the request with conditions as outlined in his attached memo.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.:	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
As provided by HBC 5.18.080(G), the borough received a request for Freeride World Tour (FWT) for the temporary addition of Telemark Ridge to the Haines Borough Approved Commercial Ski Tour Areas map for a special ski competition event in March 2015. The manager recommends approval with several conditions as outlined in his memo to the assembly dated December 9, 2014. This temporary addition to the map is limited to the time period March 9-22, 2015, with the understanding the competition will not exceed seven days within that window. Assembly approval is contingent upon the acquisition of a commercial ski competition event permit for the season within which the event is to be held.

Referral:

Sent to:	Date:
Recommendation:	Refer to: Meeting Date:

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 12/16/14	Tabled to Date:

A Resolution of the Haines Borough Assembly approving the temporary addition of territory to the Commercial Ski Tour Areas map to allow for a 2015 special ski competition event to take place in an out-of-bounds area.

WHEREAS, HBC 5.18.080(G) provides a means for a commercial ski permittee to request the addition of territory to the Haines Borough Approved Commercial Ski Tour Areas map for a special ski competition event; and

WHEREAS, the borough manager received a special ski competition event request from Freeride World Tour (FWT) dated September 3, 2014 to take place in March 2015; and

WHEREAS, this special event request was followed on October 16, 2014 by a permit application asking for the temporary addition of Telemark Ridge to the map for a competition window of March 9-22, 2015 focusing on March 14 as the day of the competition with two days on either side for logistic and safety operations; and

WHEREAS, the reason for the window of completion is because the event is completely weather-dependent, and the actual event will be only 1-2 days of heavy use; and

WHEREAS, per code, the manager consulted with the Alaska Department of Fish and Game regarding the impact of the proposed use on wildlife; and

WHEREAS, the borough manager recommends the assembly approve the request with conditions as outlined in his written recommendation, dated December 9, 2015; and

WHEREAS, the code states assembly action on the manager's recommendation is to be by resolution; and

WHEREAS, if the assembly approves a temporary addition of territory, the Commercial Ski Tour Areas map shall be amended by designating the additional territory as "temporary" and identifying the dates for which the additional territory is approved,

NOW, THEREFORE, BE IT RESOLVED the Haines Borough Assembly:

Section 1. Approves the temporary addition of the following territory to the Commercial Ski Tour Areas map: *Telemark Ridge* (as shown on maps attached to the manager's written recommendation, dated December 9, 2015) and with the manager-recommended conditions; and

Section 3. Limits the temporary addition to the following time period: March 9-22, 2015, with the understanding the competition will not exceed seven days within that window; and

Section 4. This approval is contingent upon the acquisition of a commercial ski competition event permit for the season within which the event is to be held.

Haines Borough
Resolution No. 14-12-605
Page 2 of 2

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this ____ day of _____, 2014.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk



DATE: 9 December 2014

To: Borough Assembly

From: David B. Sosa, Borough Manager

Subject: **FREERIDE WORLD TOUR OUT OF BOUNDS PERMIT RECOMMENDATION**

The organizers of the Freeride World Tour (FWT) have requested an out of bounds permit to use Telemark Ridge for the upcoming competition. In response to this request Borough Staff met with community groups and interested parties to solicit information regarding the proposed use of this out of bounds area. During this process the Manager also consulted a Stephanie K. Sell and Kevin White, Wildlife Biologists for the Alaska Department of Fish & Game. The conditions outlined in this recommendation reflect the input of the various stakeholders.

The Haines Borough Manager recommends approval of the Special Heliski Competition Permit for FWT with use of the Telemark Ridge area (refer to map). This area is recommended with the following conditions:

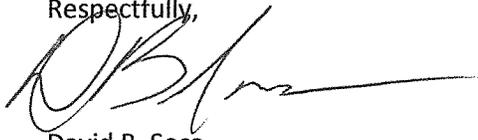
Freeride World Tour Out of Bounds Permit Conditions:

- 1) Valid Safety Plan for the permitted area.
- 2) Agreement to a flight plan that will be the least disruptive to known locations of tagged Mountain Goats and which considers impact to residents in the area.
- 3) The Permit is contracted to FWT and FWT is solely responsible for maintaining all ski operations within the designated and permitted area. Under no circumstances is the contracted heliski company (SEABA) or FWT permitted to operate skiing/snowboarding activities in the proposed area or any out of bounds area other than for the FWT competition on the agreed dates.
- 4) SEABA and FWT agree to adhere to wildlife regulations for all landings including a safe distances of 1500 meters from visible or reported wintering coordinates for Mountain Goats.
- 5) With the understanding that this event is completely weather dependent, the window of competition asked for is March 9 -22nd focusing on March 14th as the day of the competition with 2 days on either side for logistic and safety operations. The actual event will only be 1-2 days of heavy use.

- a. A safety team from FWT will have one flight day to land and check the area for safety and conditions the week prior to the competition. This will count as one flight day for the competition
- b. One week after the safety check FWT will conduct the competition and will have up to 6 consecutive days to conduct and conclude the competition.
- c. FWT agrees to keep the traffic on the area to a minimum within the 1 safety day and 6 consecutive competition days.

FWT will notify the Borough of any plans to land in the area for safety/snow conditions pre-competition, as well as updates on changes due to weather/safety conditions. FWT acknowledges that this permit is valid for this event and this event only. Permission to use the designated area in March 2015 does not constitute or imply that a permit will be granted in subsequent seasons.

Respectfully,

A handwritten signature in black ink, appearing to read 'D. B. Sosa', with a long horizontal flourish extending to the right.

David B. Sosa

Haines Borough Manager



FWT Management SA
9 rue du Voisinand
Lutry 1095 - Switzerland

Haines Borough Manager
Mr. Dave Sosa

Verbier, September 3rd 2014

Re : Event Permit Application

Dear Mr Sosa,

As you may be aware, Freeride World Tour (FWT) is considering staging one of its 5 world elite freeski and snowboard competition in March 2015 in Haines.

As CEO of FWT, I am contacting you to apply for an Event Permit for the period of March 9-22, 2015.

Founder of the Freeride World Tour, we have been working with Resorts/Cities/Regions for the last 20 years with a high success record, as host Cities can be one of the most important, and mostly recognized partners of sports events.

Freeride World Tour, initiated in 1996 in Verbier-Switzerland, featuring multiple stops and World Champions titles since 2008, globally recognized as the sports' ultimate competition, is « finally » coming to freeriding's kingdom : AK !

You will find attached an FWT presentation, but to quickly (2min. 40 sec.) understand what FWT is, I invite you to watch :

<http://www.youtube.com/watch?v=AZv7dOxrK1g&feature=youtu.be>

In brief, FWT would bring 2 types of return on investment to Haines :

1. Direct Return on Investment :
 - 1.1 Direct spendings of approx. US\$ 130,000.- in Haines.
 - 1.2 High-end video and photo promotional material ready to use and free of rights for the City of Haines.
2. Indirect Return on Investment :

A media value of approx. US\$ 1.7 million for the Haines brand reached via the FWT media distribution integrating the Haines brand on all it's editorial, video and photo products.

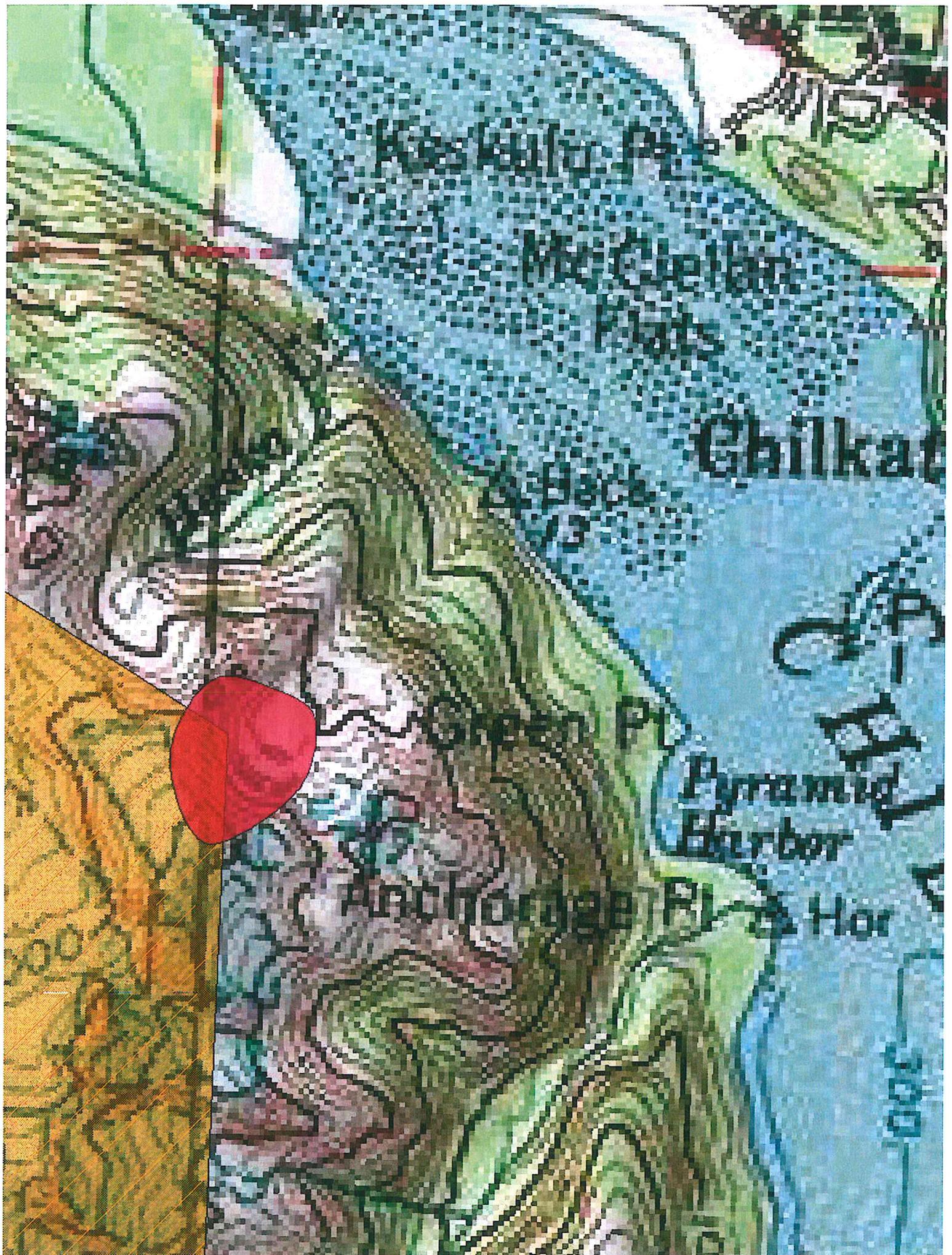


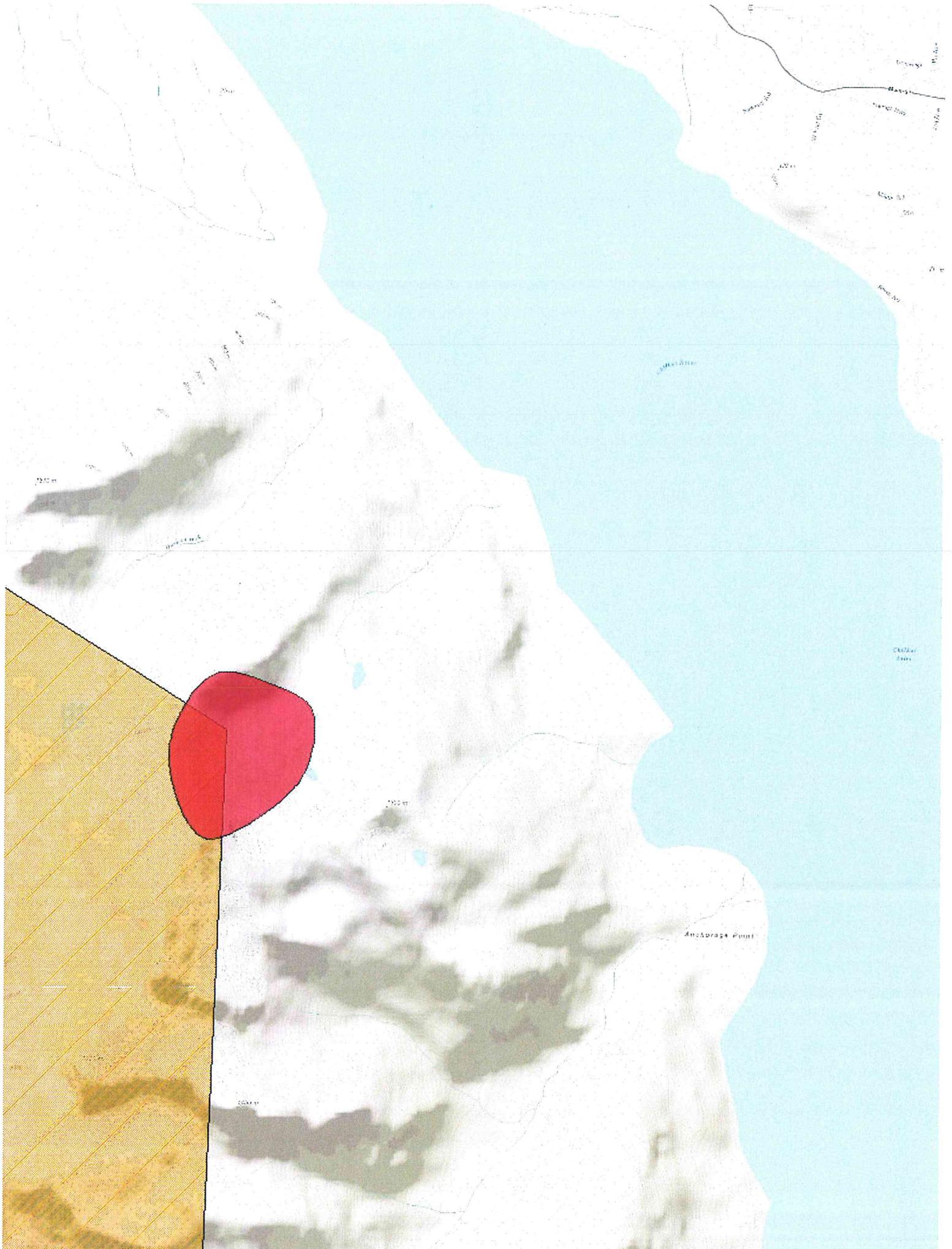
Image © 2014 DigitalGlobe
© 2014 Google
Image Landsat
Image IBCAO

Google

2011

Imagery Date: 4/9/2013 59°12'10.88" N 135°31'44.03" W elev 1480 ft eye alt





FREERIDE WORLD TOUR HAINES 2015

SAFETY & RESCUE PROTOCOL

A. SAFETY & RESCUE

1. MOUNTAIN PREPARATION

- Snow pack analysis: Head-Guide assembles information, including if possible official sources, on snow pack evolution during the month prior to event.
- Documented snow cut (pit): Documented snow cut/profile by Head-Guide between D-3 and D-1.
- Ski descent of the Venue: Descent on skis of the competition Venue by the Head-Guide and one/more guides of his team on the days prior to the competition.
- Venue Perimeter securing: Head-Guide coordinates closure of the Venue perimeter to public.

2. RIDERS EQUIPMENT

- Mandatory equipment: beacon, probe, shovel, airbag, helmet, back-protection, harness.

3. TEAM & EQUIPMENT

- Contest Director: Nicholas Hale-Woods @ Production Tent
- Head-Guide: Jérôme Ruby @ Production Tent
- Doctor n°1: Alan Oran @ Start or LZ tbc
- Doctor n°2: tbc @ LZ or start
- Rescue Technician/Paramedic: David Shuman @ LZ
- Mountain-Guide n°1: Scott "Sunny" Sundberg @ tbc
- Mountain-Guide n°2: Stéphane "Fanfan" Dan @ Start
- Mountain-Guide n°3: Tucker Patton @ Start
- Mountain-Guide n°4: Claude-Alain Gaillard @ Face
- Ski Dude n°1: tbc @
- Cineflex Helicopter with class 3 certified pilot (load carrying): @ air during competition
- Transport Helicopter: @ LZ
- Medical Evacuation plane/heli @ Haines or Juneau tbc
- Head-Judge: Berti Denervaud

4. COORDINATION

- Event direction:** Nicholas Hale-Woods
- Rescue procedure:** Scott Sunny Sundberg
- Evacuation procedure:** Alan Oran

Liaison with riders:	Berti Denervaud
Liaison with partners:	Julien Hess
Liaison with staff:	Vincent Bovey
Liaison with athlete family:	Alan Oram and/or Nicholas Hale-Woods
Liaison with media:	David Carlier

5. PRE-EVENT INFORMATION

Athletes: security briefing (Jérôme Ruby) during pre-event riders meeting (Nicholas Hale-Woods) covering:.

- a. Snow conditions presentation including bombing points (if possible bombing).
- b. Presentation of hazards, and reminder of slough definition (snow gliding on snow-pack surface with a speed of less than 100km/h – not aerosol).
- c. Program.
- d. Mandatory equipment.
- e. Rescue procedure including sign procedure by rider (need help or not).
- f. Confirmation that Doctor decides if rider needs to go to hospital or not.

Staff: Security Briefing (Jérôme Ruby) including responsibilities during pre-competition OC meeting.

Partners: informed during partners meeting and/or by email.

Media: information during accreditation.

6. PROCEDURE IN CASE OF ACCIDENT

a) Internal Communication:

Channel 1 of radios is exclusive for competition and rescue procedure.

b) Rescue Procedure:

1. In case of an accident resulting in harm to an athlete, Contest Director stops event and passes control to Safety Director to coordinate Rescue and/or Recovery.
2. Rescue and/or Recovery of athlete will be a coordinated effort by Safety Director, Medical Director and Rescue Technician.
3. Athlete's location, condition and risks to recovery personal will be considered in all Rescue and/or Recovery decisions.
 - a. If possible Medical Director and Guide will approach site, access patient, stabilize injuries and request additional assets if needed.
 - b. Primary recovery of injured athlete will be by air. Medivac helo will land in vicinity of Athlete with Rescue Technician and additional medical and packaging equipment. Athlete will be loaded into aircraft for transport to next level of medical care.
 - c. If location of athlete is not permissive to landing of helo in proximity to athlete, recovery assets will be utilized to move patient to appropriate landing site for extraction.
 - d. If location of injured athlete is not permissive to landing of helo, or location creates additional risk to recovery personal, or type of injury does not permit for ground movement to appropriate LZ; long line procedures will be utilized for

extraction of patient from site. Rescue Technician will rig aircraft and be long lined to patient location. Patient packaging will be determined by patient location, type of injury and support staff at site.

4. Athlete's evacuation is done by transport helicopter and/or long-line helicopter to Haines Airport. Event medical personnel accompanies injured athlete and transfers medical care to Haines medical services or Life-flight medical staff. (No heli Pad at Haines Med Clinic).
5. FWT Medical Staff return to event staging area following patient transfer. Competition restarts once Mountain-Guides, Rescue Specialist/Paramedic and event Physician are on stand-by.

B. CRISIS JOURNAL

Head-Judge is responsible to hold a Crisis Journal, including the following information:

- a) Name and nationality of injured rider
- b) Time and length of fall
- c) Fall description (including reason if evident)
- d) Time of rescue arrival(s) (Ski-Dude Mountain-Guide, Paramedic, Doctor)
- e) Time and mean of rider evacuation
- f) State of Rider when evacuated to hospital (conscious or unconscious)
- g) Time when rescue team is back in position (total length of evacuation)
- h) Others

Notes:

Doctor informs Contest Director about rider's state (conscious/unconscious).

Head-Judge informs riders at start gate about reason of fall.

Different options may occur:

Option A: Mountain venue does not present sufficient safety conditions – Contest is stopped.

Option B: Mountain venue presents satisfactory safety conditions – Contest restarts.

Option C: Mountain venue presents satisfactory safety conditions but insufficient rescue resources – Contest is held till rescue resources are in place.

C. COMMUNICATION PROCEDURE

1. SPEAKER/PUBLIC

In case of accident, speaker gives the following information:

- Name, nationality and category (ski/snowboard/male/female) of injured rider.
- Evacuation procedure
- NO INFORMATION ON RIDERS HEALTH STATE IS GIVEN OUT BEFORE AN OFFICIAL DIAGNOSIS BY THE DOCTOR IS GIVEN VIA THE CONTEST DIRECTOR.
- In case of evacuation, a press point may be organised once the official diagnosis from the doctor is communicated.

2. PARTNERS

- Julien Hess informs all partners.

3. STAFF

- Vincent Bovey informs the staff

4. RIDERS FAMILY

- Nicolas Hale-Woods informs the riders family. In case of serious injury, Doctor also liaises with family.
- FWT staff tbc goes to the hospital where the rider is transported in order to 1/ liaise with Organizer 2/ liaise with family 3/ manage media.

5. MEDIA LIAISON

- David Carlier informs on-site media – same information as speaker.
- If serious accident:
 - Press point – location and time tbc.
 - Press release and/or news on social media.
 - Potential embargo on photo and video content.
- If light accident:
 - Information at prize-giving and/or via social media.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 14-529
Assembly Meeting Date: 12/16/14

Business Item Description:	Attachments:
Subject: Engineering Design, Bid and Construction Services for Vocational Education Building Upgrades	1. Resolution 14-12-606 2. Proposal from Murray and Associates, P.C.
Originator: Director of Public Facilities	
Originating Department: Public Facilities	
Date Submitted: 12/3/14	

Full Title/Motion:
Motion: Adopt Resolution 14-12-606.

Administrative Recommendation:
This resolution is recommended by the borough manager.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 70,590	\$ 70,590	\$ 0	Reduced Maintenance Costs

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives: Objective 2B, Pages 56-57	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

Murray and Associates, P.C. completed schematic design and design development documents for the Vocational Education Building Upgrades project. Haines Borough voters in October 2014 passed a proposition to incur debt and issue general obligation bonds in a principal amount not to exceed \$1,711,027, maturing within a maximum of 20 years, to pay costs of mechanical system upgrades to the Vocational Education Building at Haines High School. Murray and Associates has provided a proposal of \$70,590 for engineering design, bid and construction services for Vocational Education Building Upgrades. The Alaska Department of Education and Early Development (DEED) approved 70 percent state reimbursement for this project. The Murray and Associates proposal anticipates a February-March 2015 bidding time period that would allow contractors to begin work when school is out in May, with major equipment arriving onsite in late June. Note: This work initially will be paid for with currently budgeted engineering funds, to be reimbursed by proceeds from the bond measure.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 12/16/14	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to contract with Murray and Associates, P.C. in the amount of \$70,590 for engineering design, bid and construction services for the Vocational Education Building Upgrades project.

WHEREAS, Murray and Associates, P.C. completed schematic design and design development documents for the Vocational Education Building Upgrades project; and

WHEREAS, Haines Borough voters in October 2014 passed a proposition to incur debt and issue general obligation bonds in a principal amount not to exceed \$1,711,027, maturing within a maximum of 20 years, to pay costs of mechanical system upgrades to the Vocational Education Building at Haines High School; and

WHEREAS, Murray and Associates has provided a proposal of \$70,590 for engineering design, bid and construction services for Vocational Education Building Upgrades; and

WHEREAS, the Alaska Department of Education and Early Development (DEED) approved 70 percent state reimbursement for this project; and

WHEREAS, the Murray and Associates proposal anticipates a February-March 2015 bidding time period that would allow contractors to begin work when school is out in May, with major equipment arriving onsite in late June,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to contract with Murray and Associates, P.C. in the amount of \$70,590 for engineering design, bid and construction services for the Vocational Education Building Upgrades project.

Adopted by a duly-constituted quorum of the Haines Borough Assembly this ____ day of _____, 2014.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk

To: Carlos Jimenez
Director of Public Facilities
PO Box 1209
Haines, Alaska 99827

Project: Haines School Voc-Ed
Renovation

Job No.: M-463

Date: December 1, 2014

Subject: Engineering Fee Proposal
Bid Ready Documents, Bidding,
and Construction Services

This memo was transmitted to you by ___ hard copy, X by email, total pages 1 .

Fax No.:

Comments:

We had previously completed a schematic design and design development level of documents for the Voc-Ed Renovation. Recently it was requested to provide a fee for the completion of design documents, bidding, and construction services. I have assembled a team of consultants that provided fee proposals that include Haight and & Associates for related electrical engineering, Carson Dorn for abatement identification, and Jensen Yorba Lott Architects for architectural help. All three consultants worked on the previous design submittals for the Voc-Ed building.

In order to avoid the previous problem with the School AHU replacement project contractor bids that came in higher than our estimates we have included HMS Professional Cost Estimators out of Anchorage to provide the cost estimate. HMS has a lot of experience with school facilities and the Southeast Alaska bidding environment.

We realize that summer 2015 construction is desirable for this project and our consultant team is prepared to complete these design documents for a Feb-March 2015 bidding time period. That should allow Contractors to begin work as soon as school is out in May with major equipment arriving onsite late June.

We can provide the consultants design, bidding, and construction services for a total of \$70,590. See the attached summary of fees for a breakdown of each discipline. After the summary is a breakdown of each disciplines fees for your reference.

Thanks and call with any questions.

Cordially,



Douglas Murray, P.E.
Murray & Associates P.C.

Client: Haines Borough Attn: Carlos Jimenez
Project Name: Haines School Voc-Ed Renovation
Date: 12/1/14
Project Number: M-463

SUMMARY OF CONSULTANT FEES

CONSTRUCTION DOCUMENTS

MAPC MECHANICAL ENGINEERING CD TOTAL:	\$	20,478
HAIGHT ELECTRICAL ENGINEERING DOC TOTAL :	\$	5,705
CARSON DORN HAZARDOUS MATERIAL ENGINEERING TOTAL:	\$	2,800
JYL ARCHITECTURAL TOTAL:	\$	1,700
HMS COST ESTIMATING (1) TOTAL:	\$	7,748

MAPC Mark-up of Elec - 8% \$ 3,074

CONSULTANTS DESIGN CD TOTAL LUMP SUM: \$ 41,505

BIDDING SERVICES

MECHANICAL ENGINEERING BIDDING TOTAL:	\$	1,990
ELECTRICAL ENGINEERING BIDDING TOTAL :	\$	260
HAZARDOUS MATERIAL BIDDING TOTAL:	\$	650
ARCHITECTURAL BIDDING TOTAL:	\$	240

MAPC Mark-up of Elec - 8% \$ 251

CONSULTANTS BIDDING SERVICES TOTAL LUMP SUM: \$ 3,391

CONSTRUCTION ADMINISTRATION CA & OBSERVATION CO SERVICES

MECHANICAL ENGINEERING CA/CO TOTAL:	\$	13,810
ELECTRICAL ENGINEERING CA/CO TOTAL :	\$	3,295
HAZARDOUS MATERIAL CA/CO TOTAL:	\$	2,950
ARCHITECTURAL CA/CO TOTAL:	\$	680

MAPC Mark-up of Elec - 8% \$ 1,659

CONSULTANTS CA & CO SERVICES TOTAL LUMP SUM: \$ 22,394

Trip Expenses (11) \$ 3,300

TOTAL ENGINEERING DESIGN, BID, AND CONSTRUCTION SERVICES TOTAL: \$ 70,590

Scope of work consists of the mech & elec engineering design for bid documents from a 65% already completed design level, bidding, and construction administration & observation services for the Haines School Voc-Ed Building. All printing costs are anticipated to be borne by Owner or can be provided at T&E. Project is to be designed in conjunction with an intended 2015 summer construction.

Client: Haines Borough Attn: Carlos Jimenez
Project Name: Haines School Voc-Ed Renovation - Mechanical Engineering
Date: 12/1/14
Project Number: M-463

Fee Schedule (\$/HR)	145	125	95	85	
TASK DESCRIPTION	PRIN ENG	PRO ENGR	DES ENGR	DFTR	SUBTOTAL
Mechanical Engineering	(HRS.)	(HRS.)	(HRS.)	(HRS.)	(\$)
CONSTRUCTION DOCUMENTS DESIGN SERVICES - LUMP SUM					
Coordination Meeting/Plan Development	1.0	1.5	0.0	1.0	\$ 418
Site Visit	6.0	6.0	0.0	0.0	\$ 1,620
Calculations/Research	1.0	3.0	0.0	0.0	\$ 520
Design Demolition Plans	0.5	3.0	3.0	3.0	\$ 988
Design Ventilation-Exhaust	1.5	28.0	16.0	16.0	\$ 6,598
Design Plumbing Drainage	0.5	3.0	6.0	4.0	\$ 1,358
Design Heating	1.0	12.0	8.0	6.0	\$ 2,915
Controls	1.0	4.0	2.0	2.0	\$ 1,005
Specifications - Technical, Bid Schedule	3.0	12.0	0.0	0.0	\$ 1,935
Coordination with Consultants	2.0	3.0	0.0	1.0	\$ 750
95% Submittal to Owner	1.0	2.0	1.0	2.0	\$ 660
Owner Review Comments	0.5	1.0	0.0	0.5	\$ 240
Internal Review	1.5	1.0	1.0	0.5	\$ 480
Construction Cost Estimate Review	1.0	1.5	0.0	0.0	\$ 333
Final Production	1.0	2.0	1.0	2.0	\$ 660
MECH DOC. CD TOTAL:	22.5	83.0	38.0	38.0	\$ 20,478
Trip Expenses (2)					\$ 600
ENGINEERING DESIGN TOTAL LUMP SUM:					\$ 21,078
BIDDING - MECHANICAL					
Pre Bid Meeting at site	0.0	6.0			\$ 750
Bid Coordination, Addendums	2.0	5.0		1.5	\$ 1,043
Bid Review	0.5	1.0			\$ 198
BIDDING TOTAL	2.5	12.0	0.0	1.5	\$ 1,990
Trip Expenses (1)					\$ 300
ENGINEERING BIDDING TOTAL LUMP SUM:					\$ 2,290
BASE CONSTRUCTION SERVICES - MECHANICAL					
Project/Preconstruction Meetings via Telephone (3)	1	3	0		\$ 520
Project Coordination	2	24	5	2	\$ 3,935
Submittal Review (2 submittals)	1	8	20		\$ 3,045
Progress Insp. (2) with memo		12	0		\$ 1,500
Substantial Completion Inspection (1) Day Trip	1	20	0		\$ 2,645
Final Completion Inspection (1)	1	12	0		\$ 1,645
As-Built Drawings Preparation	0	0	0	0	\$ -
Follow-up to Inspection Reports - In office	1	3	0		\$ 520
MECH CONST. SERVICES TOTAL; TIME & EXPENSE:	7	82	25	2	\$ 13,810
CS Trip Expenses (4)					\$ 1,200
ENGINEERING CONSTRUCTION SERVICES TOTAL, LUMP SUM:					\$ 15,010
TOTAL MECHANICAL DESIGN, BID, AND CONSTRUCTION SERVICES TOTAL:					\$ 38,378

Scope of work consists of the mech engineering design, bidding, and construction services for the Haines School Voc-Ed Bldg Renovation per the previous design development submittal dated July 2013. All printing costs are anticipated to be borne by Owner or can be provided at T&E.



526 Main Street
Juneau, Alaska
99801

Telephone
(907) 586-9788
Fax
(907) 586-5774

FEE ESTIMATE

PROJECT NAME: Haines Vo-Tec

CLIENT: Murray & Associates, PC

PROJECT NO.: 102-66

DATE: 26 November 2014

STAFF	CONTRACT DOCUMENTS: (HOURS)	BIDDING: (HOURS)	CONSTRUCTION ADMINISTRATION: (HOURS)	CONSTRUCTION OBSERVATIONS: (HOURS)	TOTAL (HOURS)	RATE (\$/HR)	TOTAL (\$)
Principal Engineer	6	0	1	0	7	175	1,225
Senior Engineer	0	0	0	0	0	170	0
Staff Engineer	26	2	8	16	52	130	6,760
CAD/Designer	0	0	0	0	0	95	0
CAD/Technician	14	0	0	0	14	85	1,190
Clerical	0	0	0	0	0	65	0
Administrative	1	0	0	0	1	85	85
TOTAL (Time)	47	2	9	16	74		
TOTALS (\$)	\$5,705	\$260	\$1,215	\$2,080			\$9,260
Total (Sales Tax - CBJ @ 5%)	\$0	\$0	\$0	\$0			\$0
TOTAL (Reimbursable Expenses)	\$278	\$0	\$0	\$556			\$833
PROJECT TOTAL	\$5,983	\$260	\$1,215	\$2,636			\$10,093
INVOICE PARAMETER:	LS	LS	LS	T&E			
LS = Lump Sum or Fixed Fee							
T&E = Time & Expense							

Douglas Murray

From: Wayne Jensen [wayne@jensenyorbalott.com]
Sent: Monday, December 01, 2014 2:52 PM
To: dougm@murraypc.com
Subject: Fees for Haines Voc-Ed

Spec section(s) for demo and cutting and patching-No drawings needed, coordination with engineers included: 4 hrs @ \$170= \$680

Bid documents: Gen. Conditions, Bid Form, Special Conditions, Division 01 Sections, Etc.: 6 hrs @\$170= \$1,020

Bidding and Construction Administration Services: T&E 6 hrs @\$170= \$1,020

Wayne Jensen

Principal Architect

JENSEN YORBA LOTT, INC.

Architecture Interiors Construction Management

522 West Tenth Street | Juneau, AK 99801

D 907-789-4521 | C 907-321-0838 | O 907-586-1070 | F 907-586-3959

www.jensenyorbalott.com

[Click here](#) to upload files.

Douglas Murray

From: Sigrid Dahlberg [sdahlberg@carsondorn.com]
Sent: Monday, December 01, 2014 1:03 PM
To: Doug Murray
Subject: Re: Haines School Voc Ed Building Renovation

Hi Doug,

The fees for HazMat Removal are as follows:

Construction Documents, including drawings, specifications, and a cost estimate at 95%: \$2,800
Bid Phase: \$650
Construction Admin/Inspection, including submittal review, coordination with contractor, and one trip to Haines for the final visual inspection: \$2,950

Let me know if you have any questions.

Also, I will admit I'm curious about what you have planned for the oil-water separator.

Regards,
Sigrid

~~~~~  
Sigrid Dahlberg, P.E.  
Environmental Engineer  
Carson Dorn, Inc.  
*712 W. 12th St., Suite 1  
Juneau, AK 99801  
907.586.4447 phone  
907.723.8896 mobile*

On Tue, Nov 25, 2014 at 11:36 AM, Douglas Murray <[doug@murraypc.com](mailto:doug@murraypc.com)> wrote:

Hi, Haines Borough voted to fund the remainder of the Voc-Ed Renovation project. We had provided a schematic Design package SD and Design Development DD for their EED requirements for funding and now they want a fee proposal to complete the design for bidding purposes, bidding services and through construction services. I am assuming you will join us in providing a fee for the design and construction services for the remainder of the project?

Attached are the DD documents for your use in preparing a fee for Construction Documents. Client would like one cost estimate at 95% CD's with up to two possible alternate work scenarios.



# Fee Proposal

4103 Minnesota Drive • Anchorage, Alaska 99503  
p: 907.561.1653 f: 907.562.0420 mail@hmsalaska.com

| DATE    | PROPOSAL NO. |
|---------|--------------|
| 12/1/14 | P14-11-18    |

|                                                                                                                           |
|---------------------------------------------------------------------------------------------------------------------------|
| <p>To:</p> <p>Murray &amp; Associates, P.C.<br/>P.O. Box 21081<br/>Juneau, Alaska 99802-1081<br/>Attn: Douglas Murray</p> |
|---------------------------------------------------------------------------------------------------------------------------|

*Project:* Haines School Voc-Ed Building Renovation

*Location:* Haines, Alaska

### 1. Project Description and Service

Prepare 95% Construction Documents submittal cost estimate for the following scope of work.

- 5,700 SF Haines School Voc-Ed Building renovation, including hazmat, architectural, mechanical and electrical work
- Two alternates

The estimate will be prepared in Uniformat Elemental Categories and priced for 2015 competitive bids, and construction in summer 2015.

### 2. Fee Breakdown (Lump Sum)

#### 95% DESIGN ESTIMATE

Prepare construction cost estimate based on 95% construction documents

**\$ 7,748.00**

### 3. Schedule

Allow the following full working days to provide the proposed services. Time for task completion will begin following receipt of all available design information for that particular phase. Please note that the following durations exclude weekends, holidays and partial days. Also, please give two weeks advance notice for commencing each phase of work.

*95% Design Estimate*

*Within (10) Full Working Days*



## Fee Proposal

### 4. Terms

*Deliverable:*

HMS Inc. will provide a copy of our estimate via email in a PDF file format or, if necessary, in Excel. Should a hard copy of the estimate be necessary, at your request, a bound or loose copy will be provided to you.

*Drawings:*

Architect/Engineer shall provide HMS Inc. with full size, correct scale drawings, along with an electronic set (DWF format preferred). Should these not be provided, it may be necessary to increase our fee proposal and add additional days to complete our work.

Should it be necessary, HMS Inc. has the capability to print one or two drawings, however, depending on the quantity, an additional charge may be added at \$4.00/sheet.

*Additive Bid Items or Alternates:*

Our fee proposal does not include preparing estimates for additive bid items or alternates (except those included in Section 2 Fee Breakdown) that require re-measurement of work items included in the Base Bid cost estimate. We reserve the right to renegotiate our fee should alternates become necessary beyond one or two minor alternates or additive bid items.

*Reimbursable Expenses:*

This fee proposal does not provide for long distance phone calls, site visits, meetings with the owner, or any other unforeseen expenses unless listed in Section 2. Fee Breakdown. Any such items, if required, will be charged on a time-and-expense basis at our current rate schedule.

*Penalty/Bonus Condition:*

This proposal is made on the understanding that we will not be entering into an agreement with the client that includes a penalty/bonus condition dependent on the outcome of the bid. Should such a clause be required, we reserve the right to modify our proposal or possibly withdraw from the project.

*Additional Insured:*

Any requirements to name additional insureds on our insurance policies may be subject to additional fees should fees be added to our policy by our carrier.

*Payment Terms:*

Payment shall be made within (45) days of invoice date. Delayed payment beyond that period is subject to a 1.5% fee per month. Payment is not subject to you being paid by your client.

Prepared By:

A handwritten signature in black ink, appearing to read "Dilip Patel", is written over a horizontal line.

Dilip Patel, Estimator  
DP/as



4103 Minnesota Drive • Anchorage, Alaska 99503  
 p: 907.561.1653 f: 907.562.0420 mail@hmsalaska.com

### FEE BREAKDOWN

Project: Haines School Voc-Ed Building Renovation A/E Firm: Murray & Associates, P.C.  
 Location: Haines, Alaska Date: 12/1/14  
 Prepared By: Dilip Patel, Estimator

| Discipline                 | Rate   | Hours | Subtotal   | Total Hours | Total Fee   |
|----------------------------|--------|-------|------------|-------------|-------------|
| 95% Design Estimate:       |        |       |            |             |             |
| Estimator V                | 138.00 | x 3   | = 414.00   |             |             |
| Estimator IV               | 118.00 | x 11  | = 1,298.00 |             |             |
| Estimator III              | 108.00 | x 13  | = 1,404.00 |             |             |
| Estimator II               | 98.00  | x 30  | = 2,940.00 |             |             |
| Estimator I                | 85.00  | x 10  | = 850.00   |             |             |
| Office Support II          | 65.00  | x 10  | = 650.00   |             |             |
| Office Support I           | 48.00  | x 4   | = 192.00   |             |             |
| Total 95% Design Estimate: |        |       |            | 81 Hours    | \$ 7,748.00 |

---

**TOTAL:** 81 Hours \$ 7,748.00

---



**Haines Borough  
Assembly Agenda Bill**

**Agenda Bill No.:** 14-525  
**Assembly Meeting Date:** 12/16/14

| Business Item Description:                                                                             | Attachments:                                                                    |
|--------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| Subject: Allowing Vacation Rentals in a Light Industrial/Commercial Zone with a Conditional Use Permit | 1. Ordinance 14-12-393 - Draft<br>2. 10/9/14 Planning Commission Recommendation |
| Originator:<br>Planning Commission                                                                     |                                                                                 |
| Originating Department:                                                                                |                                                                                 |
| Date Submitted:<br>10/9/2014                                                                           |                                                                                 |

**Full Title/Motion:**  
Motion: Introduce Ordinance 14-12-393 and schedule a first public hearing for 1/13/15.

**Administrative Recommendation:**  
The borough manager recommends this ordinance. It has been reviewed & vetted by other staff members.

**Fiscal Impact:**

| Expenditure Required | Amount Budgeted | Appropriation Required | Projected Impact to Future Operating Budgets |
|----------------------|-----------------|------------------------|----------------------------------------------|
| \$ none              | \$ n/a          | \$ n/a                 | n/a                                          |

**Comprehensive Plan Consistency Review:**

|                                                         |                                                                                 |
|---------------------------------------------------------|---------------------------------------------------------------------------------|
| Comp Plan Goals/Objectives:<br>Page 60; Goal 5 Page 199 | Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
|---------------------------------------------------------|---------------------------------------------------------------------------------|

**Summary Statement:**

The planning commission reviewed the zoning code in response to a citizen's appeal regarding a vacation rental in a Light Industrial/Commercial Zone. That use was prohibited, but the commission recommends a code amendment to allow the use with a conditional use permit. Subsequently, borough staff reviewed the proposed amendment prior to bringing it to the assembly. Staff found no conflicts with other regulations and has no concerns. Therefore, the borough manager supports the planning commission's recommendation.

**Referral:**

|                                                      |                                 |
|------------------------------------------------------|---------------------------------|
| Referred to:<br>Recommendation: Substitute Ordinance | Referral Date:<br>Meeting Date: |
|------------------------------------------------------|---------------------------------|

**Assembly Action:**

|                           |                                               |
|---------------------------|-----------------------------------------------|
| Meeting Date(s): 12/16/14 | Public Hearing Date(s):<br>Postponed to Date: |
|---------------------------|-----------------------------------------------|

**An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Section 18.70.040 to allow vacation rentals in a light industrial/commercial zone with a conditional use permit.**

**BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:**

Section 1. Classification. This ordinance is of a general and permanent nature and if adopted with or without amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be 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 will become effective immediately upon adoption.

Section 4. Amendment of Section 18.70.040. The Vacation Rentals portion of the Zoning Use Chart in Section 18.70.040 of the Haines Borough Code is hereby amended to read, as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED  
**STRIKETHROUGH** ITEMS ARE TO BE DELETED

**18.70.040 Zoning use chart.**

| ZONING USE CHART<br>TOWNSITE PLANNING/ZONING DISTRICT<br>UBR = Use-By-Right    CU = Conditional Use<br>NA = Not Allowed    GFA = Gross Floor Area |                  |                                 |                                                                                                             |                                 |             |                             |                             |                                 |                   |                 |              |                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---------------------------------|-------------------------------------------------------------------------------------------------------------|---------------------------------|-------------|-----------------------------|-----------------------------|---------------------------------|-------------------|-----------------|--------------|---------------------|
|  = Permit Required                                             |                  |                                 |  = Permit Not Required |                                 |             |                             |                             |                                 |                   |                 |              |                     |
| Under General Classification, uses in UPPER CASE are primary and uses in lower case are secondary.                                                |                  |                                 |                                                                                                             |                                 |             |                             |                             |                                 |                   |                 |              |                     |
| GENERAL CLASSIFICATION →                                                                                                                          | INDUSTRIAL USES  |                                 |                                                                                                             | COMMERCIAL/<br>Residential Uses |             |                             | RESIDENTIAL<br>USES<br>ONLY | RESIDENTIAL/<br>Commercial Uses |                   |                 |              | RECREATIONAL<br>USE |
| Specific Zoning Districts →                                                                                                                       | Heavy Industrial | Light Industrial/<br>Commercial | Water front Industrial                                                                                      | Commercial                      | Water front | Significant Structures Area | Single Residential          | Multiple Residential            | Rural Residential | Rural Mixed Use | Multiple Use | Recreational        |
| USES ↓                                                                                                                                            | I/H              | I/L/C                           | I/W                                                                                                         | C                               | W           | SSA                         | SR                          | MR                              | RR                | RMU             | MU           | REC                 |
| Vacation Rental                                                                                                                                   | NA               | <del>NA</del> <u>CU</u>         | NA                                                                                                          | UBR                             | UBR         | UBR                         | CU                          | UBR                             | UBR               | UBR             | UBR          | NA                  |

Haines Borough  
Ordinance No. 14-12-393  
Page 2 of 2

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS  
\_\_\_\_ DAY OF \_\_\_\_\_, 2014.

\_\_\_\_\_  
Janice Hill, Mayor

ATTEST:

\_\_\_\_\_  
Julie Cozzi, MMC, Borough Clerk

Date Introduced: 12/16/14  
Date of First Public Hearing: \_\_\_/\_\_\_/\_\_\_  
Date of Second Public Hearing: \_\_\_/\_\_\_/\_\_\_

Haines Borough  
**BOROUGH ASSEMBLY**  
**ACTION REQUEST**

DATE: October 9, 2014

TO: Haines Borough Assembly

FROM: Haines Borough Planning Commission

Re: Vacation Rental in HBC 18.70.040

PLANNING COMMISSION ACTION:

M/S Venables moved to “recommend the Assembly adopt the proposed draft ordinance to amend Haines Borough Code 18.70.040”. The motion carried unanimously.

RATIONALE:

Operation of vacation rentals in light industrial/commercial (LIC) zone is prohibited by the current code. At the September 11, 2014 Planning Commission meeting, property owner Karen Hess requested for the commission to consider allowing vacation rentals in this zone. She claimed there are existing structures that are already for residential use, and there are rentals that are already going on in LIC zone. Operation of vacation rentals is a type of business; it should be allowed in LIC zone.

In light of the discussion, the commission believed that vacation rental is a commercial activity. They agreed to change the zoning use chart to allow vacation rental as a conditional use in LIC zone.

SUBMITTED BY                     *Rob Goldberg*                     (signature)  
Rob Goldberg  
Planning Commission Chairman

HAINES BOROUGH, ALASKA **Draft**  
ORDINANCE No. xx-xx-xxx

**AN ORDINANCE OF THE HAINES BOROUGH AMENDING BOROUGH  
CODE SECTION 18.70.040 TO ALLOW VACATION RENTAL AS A  
CONDITIONAL USE IN LIGHT INDUSTRIAL/COMMERCIAL ZONE.**

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be 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 become effective immediately upon adoption.

Section 4. Purpose. This ordinance amends Section 18.70.040 to allow vacation rental as a conditional use in light industrial/commercial zone.

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED  
~~STRIKETHROUGH~~ ITEMS ARE DELETED

18.70.040 Zoning use chart

ZONING USE CHART

TOWNSITE PLANNING/ZONING DISTRICT

UBR = Use-By-Right CU = Conditional Use

NA = Not Allowed GFA = Gross Floor Area

  = Permit Required

  = Permit Not Required

Under General Classification, uses in UPPER CASE are primary and uses in lower case are secondary.

| GENERAL CLASSIFICATION → | INDUSTRIAL USES             |                  |                              | COMMERCIAL/ Residential Uses |            |            | RESIDENTIAL USES ONLY       | RESIDENTIAL/ Commercial Uses |                      |                   | RECREATIONAL USE |              |
|--------------------------|-----------------------------|------------------|------------------------------|------------------------------|------------|------------|-----------------------------|------------------------------|----------------------|-------------------|------------------|--------------|
|                          | Specific Zoning Districts → | Heavy Industrial | Light Industrial/ Commercial | Waterfront Industrial        | Commercial | Waterfront | Significant Structures Area | Single Residential           | Multiple Residential | Rural Residential | Rural Mixed Use  | Multiple Use |
| USES ↓                   | I/H                         | I/L/C            | I/W                          | C                            | W          | SSA        | SR                          | MR                           | RR                   | RMU               | MU               | REC          |
| Vacation Rental          | NA                          | NA <u>CU</u>     | NA                           | UBR                          | UBR        | UBR        | CU                          | UBR                          | UBR                  | UBR               | UBR              | NA           |



**Haines Borough  
Assembly Agenda Bill**

**Agenda Bill No.:** 14-526

**Assembly Meeting Date:** 12/16/14

| <b>Business Item Description:</b>                                            | <b>Attachments:</b>            |
|------------------------------------------------------------------------------|--------------------------------|
| Subject: Amend Code to Reflect Library's Designation as a Borough Department | 1. Ordinance 14-12-394 - Draft |
| Originator:<br>Borough Clerk                                                 |                                |
| Originating Department:<br>Administration                                    |                                |
| Date Submitted:<br>12/4/2014                                                 |                                |

**Full Title/Motion:**  
Motion: Introduce Ordinance 14-12-394 and schedule a first public hearing for 1/13/15.

**Administrative Recommendation:**  
The borough manager recommends this ordinance. It has been reviewed & vetted by other staff members.

**Fiscal Impact:**

| Expenditure Required | Amount Budgeted | Appropriation Required | Projected Impact to Future Operating Budgets |
|----------------------|-----------------|------------------------|----------------------------------------------|
| \$ none              | \$ n/a          | \$ n/a                 | n/a                                          |

**Comprehensive Plan Consistency Review:**  
Comp Plan Goals/Objectives: Consistent:  Yes  No

**Summary Statement:**  
In the past couple of years, the library has transitioned from a "component unit" to a borough department. Staff advised the borough code be amended to reflect this change. The borough clerk prepared an initial draft that was also reviewed by the borough attorney. The library director, library board, and the borough manager all considered the draft, and it was revised. The ordinance now referred to the assembly is recommended by all those involved in it's preparation.

**Referral:**  
Referred to: Referral Date:  
Recommendation: Substitute Ordinance Meeting Date:

**Assembly Action:**  
Meeting Date(s): 12/16/14 Public Hearing Date(s):  
Postponed to Date:

**An Ordinance of the Haines Borough amending Haines Borough Code Title 2 Chapter 2.98 to reflect the Public Library's designation as a Borough Department.**

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. Classification. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.

Section 2. Severability. If any provision of this ordinance or any application thereof to any person or circumstance is held to be 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 is effective upon adoption.

Section 4. Amendment of Chapter 2.98. Chapter 2.98 of the Haines Borough Code is hereby amended as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE TO BE ADDED  
**STRIKETHROUGH** ITEMS ARE DELETED

Chapter 2.98  
PUBLIC LIBRARY

Sections:

~~2.98.010 Haines Borough Public Library~~ **Department established.**

**2.98.020 Library director.**

**2.98.030 Duties and responsibilities of department.**

**2.98.040 Library advisory board established.**

~~2.98.020~~**050** Library board of trustees **Board composition and terms.**

~~2.98.030~~**060** Organization of the board of trustees **Board structure.**

~~2.98.040~~ Board vacancies — Filling vacancies

~~2.98.050~~ Duties and responsibilities of the board of trustees.

~~2.98.010 Haines Borough Public Library~~ **Department established.**

~~The Haines Borough Public Library, including a building owned and staffed by the Haines Borough, and its other assets, is operated and administered in its entirety by a library board of trustees.~~ **There is established a library department which shall manage and operate the borough public library. The department shall have jurisdiction over all equipment, collections, and persons within and using the borough's library facilities.**

**2.98.020 Library director.**

**A. The library director shall be the head of the library department. The library director is appointed by the manager with the approval of both the library board and assembly. The director may be terminated by the manager only for just cause.**

**B. The library director shall carry out the duties and responsibilities of the public library department under the supervision of the library board and control of the borough manager.**

**C. The library director shall select personnel to serve as employees of the department, but all such appointments and the number thereof, shall require prior approval by the manager.**

D. The library director shall approve departmental expenditures in accordance with sub-section HBC 2.98.030(D) of this code.

**2.98.030 Duties and responsibilities of department.**

**The library department, through the library director, shall have the duty and responsibility:**

**A. To plan, manage, improve, operate and maintain the library facility;**

**B. To enforce policies, rules and regulations adopted by the board relating to equipment, collections, and persons within the jurisdiction of the department;**

**C. To recommend rules and regulations to the board to facilitate the planning, management, operation and maintenance of the borough's library facility;**

**D. To make recommendations to the board with regard to the annual budget and capital improvement plan of the library department; and**

**E. To perform related duties, as assigned.**

**2.98.040 Library advisory board established.**

**There is established an advisory board known as the library advisory board which shall have the following duties and responsibilities:**

**A. The board is authorized to adopt policies, rules and regulations regarding the planning, management, operation and maintenance of the borough's public library.**

**B. The board shall review the performance of the library director on an annual basis and provide the results of that review to the borough manager and review applications for library director, interview candidates with a hiring committee, and make a recommendation for hire to the borough manager.**

**C. The board shall approve a proposed budget, appropriation request, and capital improvement plan on an annual basis and cause same to be timely delivered to the manager and review, investigate and make recommendations on any further matter referred by the borough assembly or manager.**

~~2.98.020~~**050 Library board of trustees Board composition and terms.**

The library board of trustees **library advisory board** shall consist of nine members who shall serve staggered terms of three years. **The board shall organize itself and function according to the provisions of Chapter HBC 2.60. All appointments to the board shall be made according to the provisions of HBC 2.60.030.** ~~Board members shall not receive compensation for services rendered as trustees.~~ The library director shall be an ex officio member of the board. **Members shall serve until their successors have been confirmed by the assembly. There shall be no pay for board membership.**

~~2.98.030~~**060 Organization of the board of trustees. Board structure**

A. The board shall, **by majority vote**, elect from its members a chairperson, a vice-chairperson, a secretary, and a treasurer ~~who shall hold their offices for one year.~~

**1. The chairperson shall preside at board meetings, set meeting agendas, and attest to approved minutes. The chairperson shall vote in the same manner and with the same restrictions as other board members and shall be counted for quorum purposes.**

**2. In the absence of the chairperson, the vice-chairperson shall assume the chairperson's duties.**

~~B. The board shall operate under the bylaws of the Haines Borough Public Library~~

~~C. Board meetings shall be held as often as required. Once approved by the board, a copy of the board meeting minutes shall be delivered to the borough clerk for inclusion in the assembly's next meeting packets.~~

**B. The library director, or the library director's designee, shall give notice of board meetings to each board member, attend board meetings, assure minutes of the meetings are taken, and serve as staff resource to the board. The library director shall not vote on any matter before the board.**

~~2.98.040 Board vacancies — Filling vacancies.~~

~~A member's position on the board shall be deemed vacated if the member fails to attend three consecutive meetings without being excused by the board. All appointments to the board shall be made according to the provisions of HBC 2.60.055.~~

~~2.98.050 Duties and responsibilities of the board of trustees.~~

~~The library board of trustees shall:~~

~~A. Have general responsibility for and authority over all of the physical, fiscal, and human resources of the library (including collections, buildings, grounds and staff), within the limits of funds appropriated by the borough assembly and available from other sources;~~

~~B. Submit to the borough manager a detailed and itemized estimate of probable revenues and expenditures for the next fiscal year~~

~~C. Make rules and regulations for the administration and control of the library;~~

~~D. Have authority to allocate borough-appropriated funds for library staffing within the scope of the collective bargaining agreement with the Local 71 Union;~~

~~E. When the position of library director is vacant and has been properly advertised, review all applications received. The library board of trustees shall make a recommendation for hire to the mayor. The mayor manager shall review the board's recommendation for hire and request confirmation by the borough assembly. The library director, serving at the direction of the board of trustees, will have the administrative responsibilities of the operation and maintenance of the library and management of the collection. The board of trustees working through its director shall be responsible for administering the personnel policies of the Haines Borough with respect to its staff.~~

Section 5. Transition from Board of Trustees to Library Advisory Board. Upon adoption of this ordinance, all current members of the library board of trustees are confirmed as members of the Library Advisory Board with terms of office identical to those held while serving as a member of the library board of trustees.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2014.

ATTEST:

\_\_\_\_\_  
Janice Hill, Mayor

\_\_\_\_\_  
Julie Cozzi, MMC, Borough Clerk

Date Introduced: 12/16/14  
Date of First Public Hearing: \_\_\_/\_\_\_/\_\_\_  
Date of Second Public Hearing: \_\_\_/\_\_\_/\_\_\_



**Haines Borough  
Assembly Agenda Bill**

**Agenda Bill No.:** 14-533

**Assembly Meeting Date:** 12/16/14

| Business Item Description:                  | Attachments:                                                                                    |
|---------------------------------------------|-------------------------------------------------------------------------------------------------|
| Subject: FY15 Budget Amendment Ordinance #2 | 1. Ordinance 14-12-395 - DRAFT<br>2. Budget Amendment Worksheet<br>4. Memo from Borough Manager |
| Originator:<br>Finance Director             |                                                                                                 |
| Originating Department:<br>Finance          |                                                                                                 |
| Date Submitted:<br>12/11/14                 |                                                                                                 |

| Full Title/Motion:                 |
|------------------------------------|
| Motion: Adopt Ordinance 14-12-395. |

| Administrative Recommendation:           |
|------------------------------------------|
| The borough manager recommends adoption. |

| Fiscal Impact:       |                  |                        |                                              |
|----------------------|------------------|------------------------|----------------------------------------------|
| Expenditure Required | Amount Budgeted  | Appropriation Required | Projected Impact to Future Operating Budgets |
| \$ see ordinance     | \$ see ordinance | \$ see ordinance       |                                              |

| Comprehensive Plan Consistency Review: |                                                                                 |
|----------------------------------------|---------------------------------------------------------------------------------|
| Comp Plan Goals/Objectives:            | Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

| Summary Statement:                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| This provides for the addition or amendment of the FY 15 budget. Proposed amendments are due to the biomass grant match; increased raw fish tax; Lutak investigation/preliminary design; Lutak emergency stabilization; new 2014 IMLS grant; 2011 IMLS grant; surplus equipment auction; harbor boat storage; and transfer of \$4,500 of Raw Fish Tax Revenues from the Areawide General fund to the Harbor Fund to purchase galvanized dumpsters for use at the Haines Small Boat Harbor. |

| Referral:       |                |
|-----------------|----------------|
| Referred to:    | Referral Date: |
| Recommendation: | Meeting Date:  |

| Assembly Action:          |                         |
|---------------------------|-------------------------|
| Meeting Date(s): 12/16/14 | Public Hearing Date(s): |
|                           | Postponed to Date:      |

**AN ORDINANCE OF THE HAINES BOROUGH PROVIDING FOR THE ADDITION OR AMENDMENT OF SPECIFIC LINE ITEMS TO THE FY15 BUDGET.**

BE IT ORDAINED BY THE ASSEMBLY OF THE HAINES BOROUGH, ALASKA:

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

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

Section 3. Appropriation. This appropriation is hereby authorized as part of the budget for the fiscal year July 1, 2014 through June 30, 2015.

Section 4. Purpose. To provide for the addition or amendment of specific line items to the FY15 budget as follows:

| <b>(1) To accept and appropriate a grant for \$1,237,400 from the Alaska Energy Authority for the Haines Borough Municipal Building Biomass Project and to appropriate the required local match of \$137,448 (\$86,448 cash match and \$51,000 in-kind) from the areawide general fund.</b> |                                      |                        |                            |                                           |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|------------------------|----------------------------|-------------------------------------------|
|                                                                                                                                                                                                                                                                                             |                                      | Current<br>FY15 Budget | Proposed<br>FY15<br>Budget | Fund Balance<br>Increase /<br>(Decrease)* |
| 41-01-00-4341                                                                                                                                                                                                                                                                               | State Revenue (AEA Biomass Grant)    | \$0                    | \$1,237,400                | \$1,237,400                               |
| 41-01-00-7392                                                                                                                                                                                                                                                                               | Project Expenditures (Biomass Grant) | \$0                    | \$1,374,848                | (\$1,374,848)                             |
| 01-98-00-8200                                                                                                                                                                                                                                                                               | Operating Xfers - OUT                | \$0                    | \$137,448                  | (\$137,448)                               |
| 41-01-00-8200                                                                                                                                                                                                                                                                               | Operating Xfers - IN                 | \$)                    | \$137,448                  | \$137,448                                 |
| Total local cost for Municipal Building Biomass Project Acquisition                                                                                                                                                                                                                         |                                      |                        |                            | (\$137,448)                               |

| <b>(2) To adjust FY15 budget for Raw Fish Tax revenues which are \$93,000 higher than projected:</b> |                              |                        |                            |                                           |
|------------------------------------------------------------------------------------------------------|------------------------------|------------------------|----------------------------|-------------------------------------------|
|                                                                                                      |                              | Current<br>FY15 Budget | Proposed<br>FY15<br>Budget | Fund Balance<br>Increase /<br>(Decrease)* |
| 01-01-09-4363                                                                                        | State Revenue - Raw Fish Tax | \$345,000              | \$438,390                  | \$93,390                                  |

| <b>(3) To appropriate \$100,000 from the Lutak Dock enterprise fund for professional services to continue assessment and planning for the dock.</b> |                       |                        |                            |                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------------|----------------------------|-------------------------------------------|
|                                                                                                                                                     |                       | Current<br>FY15 Budget | Proposed<br>FY15<br>Budget | Fund Balance<br>Increase /<br>(Decrease)* |
| 93-01-00-7312                                                                                                                                       | Professional Services | \$8,800                | \$108,800                  | (\$100,000)                               |

| <b>(4) To appropriate \$30,000 from the Lutak Dock enterprise fund for emergency measures to stabilize the dock as recommended by the Borough's engineers following a condition assessment of the dock.</b> |                              |                        |                            |                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|------------------------|----------------------------|-------------------------------------------|
|                                                                                                                                                                                                             |                              | Current<br>FY15 Budget | Proposed<br>FY15<br>Budget | Fund Balance<br>Increase /<br>(Decrease)* |
| 93-01-00-7230                                                                                                                                                                                               | Material & Equipment         | \$8,750                | \$12,250                   | (\$3,500)                                 |
| 93-01-00-7312                                                                                                                                                                                               | Professional Services        | \$8,800                | \$32,100                   | (\$23,300)                                |
| 93-01-00-7901                                                                                                                                                                                               | Worker Orders – Public Works | \$4,000                | \$6,700                    | (\$2,700)                                 |

|                                              |                         |         |         |            |
|----------------------------------------------|-------------------------|---------|---------|------------|
| 93-01-00-7908                                | Work Order – Facilities | \$2,000 | \$2,500 | (\$500)    |
| Total for Lutak Dock Emergency Stabilization |                         |         |         | (\$30,000) |

**(5) To recognize FY15 revenues and appropriate funds from a Federal Institute of Museum & Library Services (IMLS) Grant received by the Haines Borough Public Library. The grant is a two year grant totaling \$136,209 and \$47,216 is expected to be expended in FY15.**

|                            |                                      | Current<br>FY15 Budget | Proposed<br>FY15<br>Budget | Fund Balance<br>Increase /<br>(Decrease)* |
|----------------------------|--------------------------------------|------------------------|----------------------------|-------------------------------------------|
| 01-14-07-4589              | Federal Grant Revenue                | \$0                    | \$47,216                   | \$47,216                                  |
| 01-14-07-6110              | Wages (Library IMLS 2014)            | \$0                    | \$27,194                   | (\$27,194)                                |
| 01-14-07-6115              | Employee Burden (Library IMLS 2014)  | \$0                    | \$5,869                    | (\$5,869)                                 |
| 01-14-07-6140              | Health Insurance (Library IMLS 2014) | \$0                    | \$3,299                    | (\$3,299)                                 |
| 01-14-07-7392              | Project Expense (Library IMLS 2014)  | \$0                    | \$10,854                   | (\$10,854)                                |
| Net for Library IMLS Grant |                                      |                        |                            | \$0                                       |

**(6) To increase the FY15 budget for the Library’s 2011 IMLS Grant. Additional funds are available for expenditure in FY15 which were unspent in FY14.**

|                            |                                      | Current<br>FY15 Budget | Proposed<br>FY15<br>Budget | Fund Balance<br>Increase /<br>(Decrease)* |
|----------------------------|--------------------------------------|------------------------|----------------------------|-------------------------------------------|
| 01-14-04-4589              | Federal Grant Revenue                | \$7,054                | \$20,364                   | \$13,310                                  |
| 01-14-04-6110              | Wages (Library IMLS 2011)            | \$2,406                | \$10,068                   | (\$7,662)                                 |
| 01-14-04-6115              | Employee Burden (Library IMLS 2011)  | \$748                  | \$2,563                    | (\$1,815)                                 |
| 01-14-04-6140              | Health Insurance (Library IMLS 2011) | \$3,900                | \$7,733                    | (\$3,833)                                 |
| Net for Library IMLS Grant |                                      |                        |                            | \$0                                       |

**(7) To recognize revenues received from the fall 2014 surplus equipment auction.**

|               |                      | Current<br>FY15 Budget | Proposed<br>FY15<br>Budget | Fund Balance<br>Increase /<br>(Decrease)* |
|---------------|----------------------|------------------------|----------------------------|-------------------------------------------|
| 01-01-09-4640 | Sale of fixed Assets | \$0                    | \$10,049                   | \$10,049                                  |

**(8) To recognize revenues and appropriate funds for boat storage in the harbor parking lot. Some costs (such as boat stand purchase) are expected to be recovered with future year revenues.**

|                                                                                             |                      | Current<br>FY15 Budget | Proposed<br>FY15<br>Budget | Fund Balance<br>Increase /<br>(Decrease)* |
|---------------------------------------------------------------------------------------------|----------------------|------------------------|----------------------------|-------------------------------------------|
| 92-01-00-4600                                                                               | Harbor Misc. Fees    | \$10,700               | \$17,200                   | \$6,500                                   |
| 92-01-00-7340                                                                               | Material & Equipment | \$9,850                | \$18,350                   | (\$8,500)                                 |
| 92-01-00-7360                                                                               | Utilities            | \$58,500               | \$59,700                   | (\$1,200)                                 |
| FY15 Total Boat Haul-out (additional start-up costs will be paid with future year revenues) |                      |                        |                            | (\$3,200)                                 |

**(9) To recognize revenues and appropriate funds from a grant from the State of Alaska for weatherization improvements to the Haines Senior Center.**

|  |  | Current<br>FY15 Budget | Proposed<br>FY15<br>Budget | Fund Balance<br>Increase /<br>(Decrease)* |
|--|--|------------------------|----------------------------|-------------------------------------------|
|--|--|------------------------|----------------------------|-------------------------------------------|

ORDINANCE # 14-12-395

|                                                                |                      |     |          |            |
|----------------------------------------------------------------|----------------------|-----|----------|------------|
| 31-01-00-4341                                                  | State Revenue        | \$0 | \$30,000 | \$30,000   |
| 31-01-00-7392                                                  | Project Expenditures | \$0 | \$30,000 | (\$30,000) |
| Total local cost for Senior Center Weatherization Improvements |                      |     |          | \$0        |

**(10) To eliminate a previous appropriation from the Capital Improvement Project (CIP) Fund of \$7,000 for a Public Works Shop Inventory Storage Bin System and instead add the funds to an existing appropriation for Road Improvements.**

|               |                                     | Current CIP Budget | Proposed Budget | Fund Balance Increase / (Decrease)* |
|---------------|-------------------------------------|--------------------|-----------------|-------------------------------------|
| 50-01-00-7392 | Project Expenditures (Storage Bins) | \$7,000            | \$0             | \$7,000                             |
| 50-01-00-7392 | Project Exp. (Road Improvements)    | \$0                | \$7,000         | (\$7,000)                           |

**(11) To eliminate a previous appropriation from the Capital Improvement Project (CIP) Fund of \$12,810 for a harbor dump trailer.**

|               |                                     | Current CIP Budget | Proposed Budget | Fund Balance Increase / (Decrease)* |
|---------------|-------------------------------------|--------------------|-----------------|-------------------------------------|
| 50-01-00-7392 | Project Expenditures (Dump Trailer) | \$12,810           | \$0             | \$12,810                            |

**(12) To transfer \$4,500 of Raw Fish Tax Revenues from the Areawide General fund to the Harbor Fund to purchase galvanized dumpsters for use at the Haines Small Boat Harbor.**

|                            |                                    | Current CIP Budget | Proposed Budget | Fund Balance Increase / (Decrease)* |
|----------------------------|------------------------------------|--------------------|-----------------|-------------------------------------|
| 01-98-00-8200              | Operating Xfer – OUT from 01 to 92 | \$43,000           | \$47,500        | (\$4,500)                           |
| 92-98-00-8200              | Operating Xfer – IN from 01 to 92  | \$43,000           | \$47,500        | \$4,500                             |
| 92-01-00-7230              | Material & Equipment               | \$9,850            | \$14,350        | (\$4,500)                           |
| Total for harbor dumpsters |                                    |                    |                 | (\$4,500)                           |

\* A positive amount in this column is favorable. A negative amount is unfavorable.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.

ATTEST:

\_\_\_\_\_  
Janice Hill, Mayor

\_\_\_\_\_  
Julie Cozzi, MMC, Borough Clerk

Date Introduced: 12/16/14  
Date of First Public Hearing: \_\_\_/\_\_\_/\_\_\_  
Date of Second Public Hearing: \_\_\_/\_\_\_/\_\_\_

# HAINES BOROUGH

## Summary of Proposed Amendments to the FY15 Budget - [Ordinance #14-12-395](#)



| FUND                                                                | Areawide General | Harbor Fund    | Lutak Dock     | Totals           |
|---------------------------------------------------------------------|------------------|----------------|----------------|------------------|
|                                                                     | 01               | 92             | 93             |                  |
| Fund/Cash Balance as of 06/30/2014 \$                               | 2,491,028        | 409,477        | 697,906        |                  |
| <b>FY15 Adopted BUDGET Excess Revenue Over (Under) CASH Expense</b> | <b>(60,194)</b>  | <b>222</b>     | <b>210,473</b> |                  |
| Proposed Amendments:                                                |                  |                |                |                  |
| 1. Biomass Grant Match                                              | (137,448)        |                |                | (137,448)        |
| 2. Increased Raw Fish Tax                                           | 93,390           |                |                | 93,390           |
| 3. Lutak Investigation / Preliminary Design                         |                  |                | (100,000)      | (100,000)        |
| 4. Lutak Emergency Stabilization                                    |                  |                | (30,000)       | (30,000)         |
| 5. New 2014 IMLS Grant                                              |                  |                |                | -                |
| 6. 2011 IMLS Grant                                                  |                  |                |                | -                |
| 7. Surplus Equipment Auction                                        | 10,049           |                |                | 10,049           |
| 8. Harbor Boat Storage                                              |                  | (3,200)        |                | (3,200)          |
| 12. Xfer Raw Fish for dumpsters                                     | (4,500)          |                |                | (4,500)          |
| <b>PROPOSED Excess Revenue Over (Under) CASH Expense</b>            | <b>(98,703)</b>  | <b>(2,978)</b> | <b>80,473</b>  | <b>(171,709)</b> |
| Proposed Fund/Cash Balance 06/30/2015 \$                            | 2,392,325        | 406,499        | 778,379        |                  |
| <b>Annual Operating Budget</b>                                      | <b>4,833,694</b> |                |                |                  |
| Projected Fund Balance as % of Operating Budget                     | 49%              |                |                |                  |
| Amount short of 6 months of operating budget                        | (24,522)         |                |                |                  |

\* The cash balance is shown instead of the fund balance and the cash budget is shown which does not include depreciation expense



DATE: 10 December 2014  
To: Haines Borough Assembly  
From: David B. Sosa, Borough Manager  
Subject: **BUDGET AMMENDMENT MEMO**

Assembly Members,

The following is provided to augment the Borough CFO comments contained within the body of the budget amendment.

1. **Biomass Project:** Initial work on the Biomass Grant was initiated in 2012 and the Assembly approved acceptance of the Biomass Grant on 10 September 2013 with Resolution 13-09-495. As part of the grant application the Borough identified cash match and in-kind matches. These matches were never clearly articulated within the application or in the resolution accepting the grants. This amendment identifies the fund line from which those cash and in-kind matches will be sourced. The Borough Administration will review grant application procedures and ensure that in future cash and in-kind matches are identified within the planning process and clearly articulated within the grant application and when the item comes before the Assembly for approval.
2. **Raw Fish Tax Revenue:** Accepts revenues which were higher than projected.
3. **Lutak Dock Enterprise Fund Transfer:** During the Strategic Doing session conducted on 4 & 5 December 2014 the group identified a need for dedicated funds to support continued planning and exploration of options for the Lutak Dock. The Manger recognizes that the request is for a significant amount and that it is generally rather than specifically targeted. To increase oversight the Manager intends to ensure authorization for expenditure is approved by a majority vote of the Core Group that will be stood up to provide focus to the Lutak Planning Effort. It is hoped that this group will be recognized as an Ad Hoc group appointed by the Mayor for this particular purpose. Initial expenditures would likely be focused on the following:
  - a. Funding a review of the December 2012 Port of Haines: Industrial Development document produced by Northern Economics. The intent would be to determine if any significant changes had occurred in the past 2 years that may warrant a particular approach to planning.

Subject: **BUDGET AMMENDMENT MEMO**

- b. Funding a review of the potential for developing/expanding the Maritime Industrial Support capability in and around Haines. The Alaska Department of Commerce, Community & Economic Development sponsored a report by the McDowell Group which was published in September 2014. Page 4 of the report notes:

“Another factor in favor of Alaska is growing recognition among local vessel owners that it is in their best interest\to support local MIS providers. As more work is done locally (or in Alaska generally), the MIS sector has greater opportunity to expand services, support a steady laborforce, provide services more competitively, and provide higher quality services”

A copy of the report is available at this link:

<http://commerce.state.ak.us/dnn/Portals/6/pub/Trends%20and%20Opportunities%20in%20the%20Alaska%20Maritime%20Industrial%20Support%20Sector.pdf>

- c. Funding visits by Assembly Members, members of the Core Group, the Harbormaster, and others to Wrangell, Hoonah, and other ports to tour their facilities and obtain first hand impressions of potential options for Lutak Port.
  - d. Funding efforts to coordinate with Skagway and Whitehorse to determine infrastructure needs and determine and appropriate balance of capability for the Upper Lynn Canal.
  - e. Conducting outreach to state and federal legislative representatives and staffs to encourage support for this essential project.
4. **Lutak Emergency Mitigation Efforts:** This item acknowledges the manger’s emergency action to take steps to fund the mitigation efforts at Lutak Dock.
  5. Items 5-12 are routine actions and are sufficiently explained within the Ordinance

Respectfully Submitted,

*D.B. Sosa*

David B. Sosa

Haines Borough manager

| 2014-15 Assembly Standing Committee, Liaison, and other Committee Appointments |         |          |           |                                     |                                                                                |                                                                                  |
|--------------------------------------------------------------------------------|---------|----------|-----------|-------------------------------------|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
|                                                                                | Finance | Commerce | Personnel | Government<br>Affairs &<br>Services | Liaisons                                                                       | Other Appointments                                                               |
| Dave Berry                                                                     |         |          | X         | X                                   | Public Safety Commission                                                       |                                                                                  |
| Mike Case                                                                      | X       | X        |           |                                     | Planning Commission                                                            |                                                                                  |
| Ron Jackson                                                                    | X       | X        |           | X                                   | Chilkat Center Advisory Board;<br>Public Safety Commission                     |                                                                                  |
| Diana Lapham                                                                   |         |          | X         | X                                   | Library Advisory Board;<br>Tourism Advisory Board;<br>Museum Board of Trustees | Deputy Mayor<br>Alaska Chilkat Bald Eagle<br>Preserve Advisory Council<br>Member |
| George Campbell                                                                | X       |          |           | X                                   | Parks & Recreation Advisory<br>Committee                                       |                                                                                  |
| Joanne Waterman                                                                | X       | X        | X         |                                     | Port & Harbor Advisory<br>Committee                                            |                                                                                  |

**Re-Appointments**

**Chilkat Center Advisory Board**

Tresham Gregg - term expires 11/2017

*This will leave 0 vacancies*

**Fire Service Area No. 3 Board**

Sage Thomas - term expires 11/2016

*This will leave 0 vacancies*

**Historic Dalton Trail RMSA**

Leonard Banaszak - term expires 11/2017

*This will leave 0 vacancies*

**Letnikof Estates RMSA**

Tom Ganner - term expires 11/2017

Dennis Geasan - term expires 11/2017

*This will leave 0 vacancies*

**Parks and Recreation Advisory Committee**

Meredith Pochardt - term expires 11/2017

*This will leave 1 vacancy*

**Planning Commission**

Don Turner III - term expires 11/2017

*This will leave 2 vacancies*

**Port and Harbor Advisory Committee**

Brad Badger - term expires 11/2016

Fred Gray - term expires 11/2016

Norman Hughes - term expires 11/2016

Bill Rostad - term expires 11/2016

*This will leave 0 vacancies*

**Riverview Drive RMSA**

Marianne Rasmussen - term expires 11/2017

*This will leave 2 vacancies*

**Sheldon Museum Board of Trustees**

Lorraine Dudzik/Michael Marks - term expires 11/2017

*This will leave 2 vacancies*

**Tourism Advisory Board**

Michael Marks - term expires 11/2017

**New Appointment**

**Tourism Advisory Board**

Sean Gaffney - term expires 11/2017

*This will leave 0 vacancies*

**Remaining Board Vacancies**

**Ad hoc Downtown Revitalization Committee - 1 seat** (downtown business owner)

**Parks and Recreation Advisory Committee – 1 seat**

**Planning Commission – 2 seats**

**Riverview Drive RMSA – 2 seats**

**Sheldon Museum Board of Trustees – 2 seats**

## Julie Cozzi

---

**From:** Barbara [bj@takshanuktrail.com]  
**Sent:** Thursday, November 20, 2014 12:36 PM  
**To:** Jan Hill  
**Cc:** Julie Cozzi; David Sosa; Leslie Ross; Tammy Piper  
**Subject:** TAB Recommendations

Good Afternoon Madam Mayor,

The Tourism Advisory Board met this morning and have the following recommendations to the Assembly, with your approval:

Accept applications for Board Member expiring seats from Michael Marks, continuing to serve, and Sean Gaffney, replacing outgoing Board Member Judy Heinmiller.

We would also ask to retain our current Assembly Committee Member, Diana Lapham. Diana has been instrumental in assisting the TAB in properly and effectively advising the Assembly in regards to the Tourism Industry.

Thank you very much for your consideration.

Sincerely,  
Barb

Barbara J. Mulford  
Takshanuk Mountain Trail, Inc.  
Office: 907-766-3179  
Cell: 907-209-5153  
[www.takshanuktrail.com](http://www.takshanuktrail.com)

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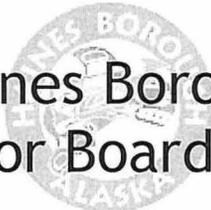
PO Box 1122  
Haines, AK 99827

Haines...The Adventure Capital of Alaska

RECEIVED Haines Borough

NOV 12 2014

Clerk's office



# Haines Borough Application for Board Appointment

RECEIVED Haines Borough

NOV 12 2014

Clerk's office

**Appointment** (I am not currently on the board)

**Reappointment** (I am currently a member of the board)

Check the board, commission, or committee for which you are applying :

|                                     |                                          |                          |                                                              |
|-------------------------------------|------------------------------------------|--------------------------|--------------------------------------------------------------|
| <input type="checkbox"/>            | Planning Commission                      | <input type="checkbox"/> | Port and Harbor Advisory Committee                           |
| <input checked="" type="checkbox"/> | Tourism Advisory Board                   | <input type="checkbox"/> | Fire Service Area Board #1                                   |
| <input type="checkbox"/>            | Chilkat Center Advisory Board            | <input type="checkbox"/> | Fire Service Area Board #3 (Klehini)                         |
| <input type="checkbox"/>            | Parks and Recreation Advisory Board      | <input type="checkbox"/> | Letnikof Estates<br>Road Maintenance Service Area Board      |
| <input type="checkbox"/>            | Museum Board of Trustees                 | <input type="checkbox"/> | Riverview Road<br>Maintenance Service Area Board             |
| <input type="checkbox"/>            | Library Board of Trustees                | <input type="checkbox"/> | Historic Dalton Trail<br>Road Maintenance Service Area Board |
| <input type="checkbox"/>            | Public Safety Commission                 | <input type="checkbox"/> | Four Winds<br>Road Maintenance Service Area Board            |
| <input type="checkbox"/>            | Temporary (Ad-hoc) Board/Committee _____ |                          |                                                              |

Name: SEAN GAFFNEY  
 Residence Address: 7.5 mile HAINES HWY, HAINES, AK 99827  
 Mailing Address: P.O. BOX 1206 HAINES, AK 99827  
 Business Phone: 907 766 3366 Home Phone: 907 766 3900  
 Fax: \_\_\_\_\_ Email: SEANGAFFNEY@ALASKAMOUNTAINGUIDES.COM

I declare that I am willing to serve as a member of the designated board, commission, or committee. Please enter my name for consideration of appointment by the mayor, subject to confirmation by the assembly. I am a registered voter of the State of Alaska and have resided within the Haines Borough for at least thirty (30) days preceding this date or the date of appointment.\*

  
 Signature of Applicant

11-11-14  
 Date

PLEASE BRIEFLY DESCRIBE YOUR QUALIFICATIONS (You may attach a resume):

30+ YEAR VETERAN OF TOURISM INDUSTRY. OWNER/FOUNDER OF: ALASKA MOUNTAIN GUIDES & CLIMBING SCHOOL, INC., ALASKA MOUNTAIN GUIDES ADVENTURES, INC., MOUNTAIN GUIDES INTERNATIONAL INTERNATIONAL WILDERNESS LEADERSHIP SCHOOL (IWLS) A DIVISION OF

\* HBC 2.60.020 - A member of a committee, board or commission shall be a resident of the borough as defined below...a person qualifying as a borough resident shall: A) Continue to maintain the person's principal place of residence within the corporate boundaries of the borough and have done so for at least 30 days immediately preceding the date of the person's appointment by the mayor; and B) Physically occupy said residence for at least 30 days immediately preceding the date of the person's appointment by the mayor.

PLEASE SEE ATTACHED

Sean Gaffney  
P.O. Box 1206  
Haines, AK 99827  
Work 907 766 3366

I am a 30 year veteran of the tourism industry, and the owner/founder of the following Haines based tourism businesses:

Alaska Mountain Guides & Climbing School, Inc.

Alaska Mountain Guides Adventures, Inc.

Mountain Guides International

International Wilderness Leadership School (IWLS, is a division of Alaska Mountain Guides & Climbing School, Inc.)

Chilkat Guides Ltd.

Haines Skagway Fast Ferry, LLC.

Mountain View Inn, Inc.

Additionally, I have previously, successfully, owned/operated the following tourism related businesses:

Mexico Adventure Guides

Mexico Adventure Travel

Adventures International, Inc.

Denali Mountain Guides, Inc.

I currently serve on the following non-profit Boards of Directors:

Great Alaska Council Boy Scouts 501c3

American Bald Eagle Foundation 501c3

The businesses I operate are recognized at the national and international level for their excellence in professionalism and service.

I have a depth of experience in the industry including in part: strategic planning, marketing, legal issues including risk management, permitting and land management, and operations.

I believe that I can contribute to the Tourism Advisory Board by drawing on this experience to help develop and promote the tourism industry in Haines.

I look forward to the opportunity to serve our community.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Sean Gaffney". The signature is stylized with a large initial "S" and a long horizontal stroke.

Sean Gaffney



Agenda Bill No.: 14-524  
 Assembly Meeting Date: 12/16/14

| Business Item Description:                           | Attachments:                                                                                               |
|------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| Subject:<br>Application to Transfer a Liquor License | 1. Liquor License Transfer Application<br>2. ABC Board Notice to the Borough Assembly<br>3. Entity Details |
| Originator:<br>Borough Clerk                         |                                                                                                            |
| Originating Department:<br>Administration            |                                                                                                            |
| Date Submitted:<br>11/5/14                           |                                                                                                            |

**Full Title/Motion:**  
 Motion: The Assembly does not object to the transfer of the liquor license to the new owner of Fireweed Restaurant

**Administrative Recommendation:**

**Fiscal Impact:**

| Expenditure Required | Amount Budgeted | Appropriation Required |
|----------------------|-----------------|------------------------|
| \$                   | \$              | \$                     |

**Comprehensive Plan Consistency Review:**

|                        |                                                                      |
|------------------------|----------------------------------------------------------------------|
| Comp Plan Policy Nos.: | Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No |
|------------------------|----------------------------------------------------------------------|

**Summary Statement:**  
 The Alaska Alcohol Beverage Control Board has notified the borough that the new owners of Fireweed Restaurant have applied for a liquor license transfer. Prior to its final approval, the ABC Board is giving the local government an opportunity to make a statement, if so desired. Since this is a preexisting liquor license, the assembly is not required to take action. However, like a liquor license renewal, the assembly is given an opportunity to "protest the approval of an application pursuant to AS 04.11.480."

**Referral:**

|                 |                         |
|-----------------|-------------------------|
| Sent to:        | Date:                   |
| Recommendation: | Refer to: Meeting Date: |

**Assembly Action:**

|                           |                         |
|---------------------------|-------------------------|
| Workshop Date(s):         | Public Hearing Date(s): |
| Meeting Date(s): 12/16/14 | Tabled to Date:         |

# Transfer Liquor License

License is:  Full Year OR  Seasonal List Dates of Operation: \_\_\_\_\_

| SECTION A - LICENSE INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                           | FEES                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| License Year: <u>2014/2015</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | License Type: <u>Restaurant/Eating Place</u>                                                                                           | Statute Reference: <u>Sec. 04.11.100</u>                                                                                                                                                                                                                                                                                                  | Filing Fee: \$100.00                                            |
| License #: <u>4106</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Local Governing Body: (City, Borough or Unorganized)<br><u>Haines Borough</u>                                                          |                                                                                                                                                                                                                                                                                                                                           | Rest. Desig. Permit Fee: ( <del>\$50.00</del> ) \$ <u>50</u>    |
| Name of Applicant (Corp/LLC/LP/LLP/Individual/Partnership):<br><u>A Plus A LLC</u>                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                        | Community Council Name(s) & Mailing Address:                                                                                                                                                                                                                                                                                              | Fingerprint: \$ <u>103</u><br>( <del>\$51.50 per person</del> ) |
| Mailing Address:<br><u>PO Box 571</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                        | Doing Business As (Business Name):<br><u>Fireweed Restaurant</u>                                                                                                                                                                                                                                                                          | TOTAL <u>253</u>                                                |
| City, State, Zip:<br><u>Haines, AK 99827</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Street Address or Location of Premises:<br><u>Historic Bld #37<br/>Blacksmith Rd Haines AK</u>                                         | Business Telephone Number:<br><u>907.766.3838</u>                                                                                                                                                                                                                                                                                         | Fax Number:                                                     |
| Is any shareholder related to the current owner? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>If "yes" please state the relationship _____                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                        | Email Address:<br><u>aplusa.fireweed@gmail.com</u>                                                                                                                                                                                                                                                                                        |                                                                 |
| SECTION B - TRANSFER INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                           |                                                                 |
| <input checked="" type="checkbox"/> Regular Transfer<br><input type="checkbox"/> Transfer with security interest: Any instrument executed under AS 04.11.670 for purposes of applying AS 04.11.360(4)(b) in a later involuntary transfer, must be filed with this Application. Real or personal property conveyed with this transfer must be described. Provide security interest documents.<br><input type="checkbox"/> Involuntary Transfer. Attach documents which evidence default under AS 04.11.670. |                                                                                                                                        | Name and Mailing Address of <i>CURRENT</i> Licensee:<br><u>Fireweed Forest LLC dba Fireweed Restaurant<br/>PO Box 928 Haines, AK 99827</u>                                                                                                                                                                                                |                                                                 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                        | Business Name (dba) <i>BEFORE</i> transfer:<br><u>Fireweed Restaurant</u>                                                                                                                                                                                                                                                                 |                                                                 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                        | Street Address or Location <i>BEFORE</i> transfer:<br><u>Historic Bld #37 Blacksmith Rd<br/>Haines, AK 99827</u>                                                                                                                                                                                                                          |                                                                 |
| SECTION C - PREMISES TO BE LICENSED                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                           |                                                                 |
| Distance to closest school grounds:<br><u>2,952 ft (.9 km)</u>                                                                                                                                                                                                                                                                                                                                                                                                                                             | <i>Distance measured under:</i><br><input checked="" type="checkbox"/> AS 04.11.410 OR<br><input type="checkbox"/> Local ordinance No. | <input type="checkbox"/> Premises is GREATER than 50 miles from the boundaries of an incorporated city, borough, or unified municipality.<br><input type="checkbox"/> Premises is LESS than 50 miles from the boundaries of an incorporated city, borough, or unified municipality.<br><input checked="" type="checkbox"/> Not applicable |                                                                 |
| Distance to closest church:<br><u>450 ft</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <i>Distance measured under:</i><br><input checked="" type="checkbox"/> AS 04.11.410 OR<br><input type="checkbox"/> Local ordinance No. |                                                                                                                                                                                                                                                                                                                                           |                                                                 |
| Premises to be licensed is:<br><input type="checkbox"/> Proposed building<br><input checked="" type="checkbox"/> Existing facility<br><input type="checkbox"/> New building                                                                                                                                                                                                                                                                                                                                |                                                                                                                                        | <input type="checkbox"/> Plans submitted to Fire Marshall (required for new & proposed buildings)<br><input checked="" type="checkbox"/> Diagram of premises attached                                                                                                                                                                     |                                                                 |

## Transfer Liquor License

### SECTION D – LICENSEE INFORMATION

1. Does any individual, corporate officer, director, limited liability organization member, manager or partner named in this application have any direct or indirect interest in any other alcoholic beverage business licensed in Alaska or any other state?

Yes  No If Yes, complete the following. Attach additional sheets if necessary.

| Name | Name of Business | Type of License | Business Street Address | State |
|------|------------------|-----------------|-------------------------|-------|
|      |                  |                 |                         |       |
|      |                  |                 |                         |       |
|      |                  |                 |                         |       |
|      |                  |                 |                         |       |
|      |                  |                 |                         |       |

2. Has any individual, corporate officer, director, limited liability organization member, manager or partner named in this application been convicted of a felony, a violation of AS 04, or been convicted as a licensee or manager of licensed premises in another state of the liquor laws of that state?

Yes  No If Yes, attach written explanation.

### SECTION E – OWNERSHIP INFORMATION - CORPORATION

*Corporations, LLCs, LLPs and LPs must be registered with the Dept. of Community and Economic Development.*

|                                                                                                                                                                                                                                                                                                   |                     |                                                                               |                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------------------------------------------------------------------|--------------------------------------|
| Name of Entity (Corporation/LLC/LLP/LP) (or N/A if an Individual ownership):<br><b>A Plus A, LLC</b>                                                                                                                                                                                              |                     | Telephone Number:<br><b>907,314,0802</b>                                      | Fax Number:                          |
| Corporate Mailing Address: <b>PO BOX 571</b>                                                                                                                                                                                                                                                      | City: <b>Haines</b> | State: <b>AK</b>                                                              | Zip Code: <b>99827</b>               |
| Name, Mailing Address and Telephone Number of Registered Agent: <b>907,314,0802</b><br><b>Adam Richard PO Box 1328 Haines AK 99827</b>                                                                                                                                                            |                     | Date of Incorporation OR 1/14<br>Certification with DCED:<br><b>1/14/2014</b> | State of Incorporation:<br><b>AK</b> |
| Is the Entity in "Good Standing" with the Alaska Division of Corporations? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>If no, attach written explanation. Your entity <i>must</i> be in compliance with Title 10 of the Alaska Statutes to be a valid liquor licensee. |                     |                                                                               |                                      |

### Entity Members (Must include President, Secretary, Treasurer, Vice-President, Manager and Shareholder/Member with at least 10%)

| Name                | Title                 | %          | Home Address & Telephone Number                            | Work Telephone Number | Date of Birth   |
|---------------------|-----------------------|------------|------------------------------------------------------------|-----------------------|-----------------|
| <b>Adam Richard</b> | <b>member manager</b> | <b>100</b> | <b>PO Box 1328 Haines, AK 99827</b><br><b>907,314,0802</b> | <b>907,766,3838</b>   | <b>05/09/79</b> |
| <b>Amelia Nash</b>  | <b>manager</b>        |            | <b>PO Box 1328 Haines, AK 99827</b><br><b>907,314,0702</b> | <b>907,766,2020</b>   | <b>06/11/76</b> |
|                     |                       |            |                                                            |                       |                 |
|                     |                       |            |                                                            |                       |                 |
|                     |                       |            |                                                            |                       |                 |
|                     |                       |            |                                                            |                       |                 |

*plz per phone conv. with Adam he is 100% owner of the Company. of*

*12514*

# Transfer Liquor License

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

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

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

|                                                                                                                                                                                    |                                                                                     |                                                 |                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------|--------------------------------------------------------------------------|
| Name: <b>Adam Richard</b><br>Address: <b>PO Box 1328</b><br><b>Haines, AK 99827</b><br>Home Phone: <b>907. <del>907-314-0802</del> 314-0802</b><br>Work Phone: <b>907.766-3838</b> | Applicant <input checked="" type="checkbox"/><br>Affiliate <input type="checkbox"/> | Name:<br>Address:<br>Home Phone:<br>Work Phone: | Applicant <input type="checkbox"/><br>Affiliate <input type="checkbox"/> |
|                                                                                                                                                                                    | Date of Birth:<br><b>05/09/79</b>                                                   |                                                 | Date of Birth:                                                           |
| Name: <b>Amelia Nash</b><br>Address: <b>PO Box 1328</b><br><b>Haines, AK 99827</b><br>Home Phone: <b>907.314.0702</b><br>Work Phone: <b>907.766.2020 Ext. 9</b>                    | Applicant <input type="checkbox"/><br>Affiliate <input checked="" type="checkbox"/> | Name:<br>Address:<br>Home Phone:<br>Work Phone: | Applicant <input type="checkbox"/><br>Affiliate <input type="checkbox"/> |
|                                                                                                                                                                                    | Date of Birth:<br><b>06/11/76</b>                                                   |                                                 | Date of Birth:                                                           |

### Declaration

- I declare under penalty of perjury that I have examined this application, including the accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct and complete, and this application is not in violation of any security interest or other contracted obligations.
- I hereby certify that there have been no changes in officers or stockholders that have not been reported to the Alcoholic Beverage Control Board. The undersigned certifies on behalf of the organized entity, it is understood that a misrepresentation of fact is cause for rejection of this application or revocation of any license issued.
- I further certify that I have read and am familiar with Title 4 of the Alaska statutes and its regulations, and that in accordance with AS 04.11.450, no person other than the licensee(s) has any direct or indirect financial interest in the licensed business.
- I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

|                                                                                             |                                                                                       |
|---------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| Signature of Current Licensee(s)<br>Signature<br><i>Lisa Loberg</i>                         | Signature of Transferee(s)<br>Signature<br><i>Adam Richard</i>                        |
| Signature                                                                                   | Signature                                                                             |
| Name & Title (Please Print)<br><b>LISA LOBERG /owner - Registered Agent</b>                 | Name & Title (Please Print)<br><b>Adam Richard - /owner - Registered Agent</b>        |
| Subscribed and sworn to before me this<br><b>26</b> day of <b>September, 2014</b>           | Subscribed and sworn to before me this<br><b>1</b> day of <b>October, 2014</b>        |
| Notary Public in and for the State of Alaska<br><i>with office in Bell - Genavieve Bell</i> | Notary Public in and for the State of Alaska<br><i>Bonnie Hedrick, clerk of court</i> |
| My commission expires:                                                                      | My commission expires: <i>with office.</i>                                            |





THE STATE  
of **ALASKA**  
GOVERNOR SEAN PARNELL

Department of Commerce, Community,  
and Economic Development

ALCOHOLIC BEVERAGE CONTROL BOARD

5848 E. Tudor Road  
Anchorage, Alaska 99507  
Main: 907.269.0350  
TDD: 907.465.5437  
Fax: 907.272.9412

November 5, 2014

Haines Borough  
Attn: Julie Cozzi, Borough Clerk  
VIA Email: [jcozzi@haines.ak.us](mailto:jcozzi@haines.ak.us)

**A Plus A, LLC DBA Fireweed Restaurant – Restaurant / Eating Place license #4106**

New Application     Transfer of Ownership     Transfer of Location  
 Restaurant Designation Permit     DBA Name Change

We have received an application for the above listed licenses (see attached application documents) within your jurisdiction. This is the notice as required under AS 04.11.520. Additional information concerning filing a "protest" by a local governing body under AS 04.11.480 is included in this letter.

A local governing body as defined under AS 04.21.080(11) may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is "arbitrary, capricious and unreasonable". Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify us and provide a certified copy of the regulation or ordinance if you have not previously done so.

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

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

If you wish to protest the application referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information please refer to 13 AAC 104.145, Local Governing Body Protest.

**Note:** Applications applied for under AS 04.11.400(g), 13 AAC 104.335(a)(3), AS 04.11.090(e), and 13 AAC 104.660(e) must be approved by the governing body.

Sincerely,



Jane Sawyer

Business Registration Examiner

[Jane.sawyer@alaska.gov](mailto:Jane.sawyer@alaska.gov)

907-269-0359

State of Alaska  
Alcoholic Beverage Control Board

Date of Notice: November 5, 2014

Application Type: **NEW**\_\_\_\_\_

**TRANSFER**  
 Ownership  
 Location  
 Name Change

Governing Body: **Haines Borough**

Community Councils: None

License #: 4106  
 License Type: Restaurant / Eating Place  
 D.B.A.: Fireweed Restaurant  
 Licensee/Applicant: A Plus A, LLC  
 Physical Location: Historic Blvd. #37 Blacksmith Rd., Haines, 99827  
 Mail Address: PO Box 571, Haines, 99827  
 Telephone #: 907-314-0802  
 EIN: 10017960

| Corp/LLC Agent: | Address                         | Phone        | Date and State of Incorporation | Good standing? |
|-----------------|---------------------------------|--------------|---------------------------------|----------------|
| Adam Richard    | PO Box 1328<br>Haines, AK 99827 | 907-314-0802 | 01/14/2014<br>Alaska            | Yes            |

*Please note: the Members/Officers/Directors/Shareholders (principals) listed below are the principal members. There may be additional members that we are not aware of because they are not primary members. We have listed all principal members and those who hold at least 10% shares.*

| Member/Officer/Director:       | DOB        | Address                         | Phone        | Title/Shares (%) |
|--------------------------------|------------|---------------------------------|--------------|------------------|
| Adam Richard<br>Member/Manager | 05/09/1979 | PO Box 1328<br>Haines, AK 99827 | 907-314-0802 | 100              |
| Amelia Nash<br>Manager         | 06/11/1976 | PO Box 1328<br>Haines, AK 99827 | 907-314-0702 | 0                |
|                                |            |                                 |              |                  |

If **transfer** application, current license information:

License #: 4106  
 Current D.B.A.: Fireweed Restaurant  
 Current Licensee: Fireweed Forest, LLC  
 Current Location: Historic Blvd. #37 Blacksmith Rd., Haines, 99827

Additional comments: ***Restaurant Designation Permit attached***

A local governing body as defined under AS 04.21.080(11) may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is “arbitrary, capricious and unreasonable”. Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify us and provide a certified copy of the regulation or ordinance if you have not previously done so.

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

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

If you wish to protest the application referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information please refer to 15 AAC 104.145, Local Governing Body Protest.

**Note:** Applications applied for under AS 04.11.400(g), 15 AAC 104.335(a)(3), AS 04.11.090(e), and 15 AAC 104.660(e) must be approved by the governing body.

Sincerely,



Jane Sawyer  
Business Registration Examiner

[Jane.sawyer@alaska.gov](mailto:Jane.sawyer@alaska.gov)

907-269-0359

Per phone conversation with Adam. OK to mark 2,3,4 of App. 4 11/5/14

STATE OF ALASKA  
ALCOHOLIC BEVERAGE CONTROL BOARD  
APPLICATION FOR RESTAURANT DESIGNATION PERMIT  
AS 04.16.049 & 3 AAC 304.715 - 794

The granting of this permit allows access of persons under 21 years of age to designated licensed premises for purposes of dining, and persons between the ages of 16 - 20 for employment. If for employment, please indicate in detail what the employment duties will be in question #3.

License Number: 4106 Type: Restaurant / Eating Place

This application is for designation of premises where: (Please check the appropriate items below)

- 1.  Bona fide restaurant pursuant to 3 AAC 304.305 & 3 AAC 304.715-794.
- 2.  Persons 16 - 20 years of age may dine unaccompanied.
- 3.  Persons under 16 may dine accompanied by a person 21 years of age or older.
- 4.  Persons between 16 - 20 years of age may be employed. \*(See note below)

Licensee's Name: Adam Richard

Name of Business: Fireweed Restaurant

Business Address: Historic Bld #37 Blacksmith Rd. City: Haines

1. Hours of operation 11:00<sup>am</sup> to 10:00<sup>pm</sup>. Telephone Number: 907.766.3838

2. Have police been called to your premises for any reason? [ ] Yes  No  
(If you answered yes, please explain below).

3. \* Duties of employment: washing dishes, cooking

4. Are video games available to the public on your premises? [ ] Yes  No

5. Do you provide live entertainment, such as live music, pool tables, karaoke, dancing, sports or pin-ball?  
[ ] Yes  No

6. How is food served?  Table Service [ ] Buffett Service [ ] Counter Service [ ] Other \_\_\_\_\_

7. Is an owner, manager or supervisor 21 years of age or older always present during business hours?  Yes [ ] No

\*\*\* A MENU AND DETAILED PREMISES DIAGRAM MUST ACCOMPANY THIS APPLICATION \*\*\*

\*Employees 16 and 17 years of age must have a valid work permit and a letter maintained in your files from a parent or guardian authorizing employment at your establishment.

\*\*Please attach additional sheets of paper if more space is needed to describe food service, entertainment, etc.

Adam Richard  
Licensee Signature

\_\_\_\_\_  
Local Governing Body Approval

Subscribed and sworn to before me this 20<sup>th</sup> day of October

\_\_\_\_\_  
Date

John Hutchins JOHN HUTCHINS  
Notary Public in and for Alaska

My Commission expires; Work office

\_\_\_\_\_  
Director, ABC Board

\_\_\_\_\_  
Date



# Fireweed Restaurant

Our food is made in house, with quality ingredients. Yep, that means, we make all the breads, pizza dough, sauces, salad dressings, dips, spreads, side salads, desserts, etc. right here, from scratch. We source local and/or organic producers whenever feasible. All our food is made to order. Enjoy your meal.

## \*\*DINNER\*\*

### Small Plates

#### Bacon Wrapped Date

\$ 3.5 ea

organic date with chorizo sausage, gorgonzola cheese, bacon & a maple balsamic reduction.

#### Pickled Platter

\$ 5

a variety of pickled vegetables. may include asparagus carrots, cauliflower, garlic, green beans & sweet peppers.

#### Curry Pretzel Bites

\$ 5

homemade soft pretzel brushed with red curry paste & baked. served with cucumber & chive yogurt sauce.

### Appetizers

#### Garlic Focaccia Bread

\$ 3

split focaccia roll with garlic butter, toasted.

#### Toasted Ravioli \*

\$ 8

breaded & baked raviolis. served with marinara sauce.

#### Split Focaccia Roll

- toasted with caramelized onions, goat

cheese & herbs

- the above with prosciutto

#### Pesto Roll \*

\$ 9

rolled pizza dough with pesto sauce & parmesan cheese, baked. served with marinara sauce.

#### Edamame & Pea Hummus

\$ 8

edamame (soy beans) & sugar snap peas, garlic, shallots, parsley, cilantro, lemon juice, olive oil & spices. served with fresh baked pita.

#### Prosciutto Roll \*

\$12

our Pesto Roll with prosciutto and feta cheese. served with marinara sauce.

#### Smoked Salmon Spread

\$11

Dejon Delights smoked salmon with cream cheese, capers, red onion, garlic, red chili & parsely. with fresh baked pita.

#### Baked Beer Cheese Dip \*

\$ 9

we use Haines Brewing Co. I.P.A in our house made creamy smoked gouda cheese sauce. baked & served with pretzel bites.

### Soup

#### Fresh Home Made Soup of the Day

Cup/Bowl \$ 4 / \$ 7

### Sides

#### Miso Vegetable Quinoa

\$ 4

quinoa, miso, tamari, carrots, edamame, red pepper, red onion & garlic.

#### Italian Potato Salad

\$ 4

potatoes with fennel, onions, red wine vinegar, parsley & olive oil.

\* takes time to bake

## Simple Salads

|                                                                         | Half / Whole |                                                                                      | Half / Whole |
|-------------------------------------------------------------------------|--------------|--------------------------------------------------------------------------------------|--------------|
| <b>House</b>                                                            | \$4.5 / \$7  | <b>Spinach &amp; Goat Cheese</b>                                                     | \$6 / \$9    |
| mixed greens, tomatoes, red onions & apples. <b>choice of dressing.</b> |              | goat cheese, craisins, candied walnuts, apples & spinach. <b>choice of dressing.</b> |              |
|                                                                         |              | <i>*we recommend Strawberry Cardomam Vinaigrette</i>                                 |              |

**DRESSINGS: Balsamic Vinaigrette, Basil Romano, Creamy Gorgonzola, Lemon Tahini, Miso Ginger & Strawberry Cardomam Vinaigrette.**

|                                                                                                  | Half / Whole |                                                                                     | Half / Whole |
|--------------------------------------------------------------------------------------------------|--------------|-------------------------------------------------------------------------------------|--------------|
| <b>Greek</b>                                                                                     | \$6 / \$9    | <b>House Caesar</b>                                                                 | \$6 / \$9    |
| <b>balsamic dressing</b> with mixed greens, tomatoes, red onions, kalamata olives & feta cheese. |              | <b>lemon caesar dressing,</b> house croutons & parmesan cheese tossed with romaine. |              |

## Entrée Salads *(sorry, no changes or substitutions)*

**Tomato & Fresh Mozzarella** \$10  
sliced tomato & fresh mozzarella on a bed of spinach with **balsamic dressing.**

**Grilled Chicken Caesar** \$14  
our house caesar with grilled sliced chicken breast.

**Halibut Pesto Caesar** \$19  
our house caesar with tomatoes, red onions & grilled halibut topped with pesto.

**Quinoa Spinach** \$12  
quinoa, red peppers, red onions, edamame, toasted almonds & **tahini dressing** on a bed of spinach. **Add Grilled Chicken \$16**

**Edamame Nori** \$14  
edamame, shredded carrots & purple cabbage, red peppers, dried nori, toasted almonds & **miso ginger dressing** tossed with romaine. **Add Grilled Chicken \$18**

**Smoked Salmon Salad** \$16  
mixed greens, with Dejon Delights smoked salmon, red onions, tomatoes & goat cheese. **choice of dressing. \*we recommend Basil Romano**

**Grilled Flat Iron Steak** \$17  
grilled steak sliced & cubed with roasted red peppers, red onions, apples, feta & croutons tossed with mixed greens & **balsamic dressing.**

## Panini Grill *(sorry, no changes or substitutions)*

**These items are served with your choice:**

**Small House Salad, Miso Vegetable Quinoa or Italian Potato Salad**

**Fig and Prosciutto** \$12  
we use Haines Brewing Co Lookout Stout in our house fig spread with prosciutto & spinach on our panini bread, toasted.

**Rosemary Chicken & Provolone** \$12  
rosemary chicken, red onion, spinach, tomato & provolone cheese on our panini bread, toasted.

**Grilled Cheese with Caramelized Onions** \$11  
gruyere cheese & caramelized onions on our panini bread, toasted.

**Croque Mosieur** \$13  
spicy capicola ham, gruyere cheese & stone ground mustard on our panini bread, toasted.

## On the Grill

*These items are served with your choice:*

*Small House Salad, Miso Vegetable Quinoa or Italian Potato Salad*

|                                                                                                          |             |                                                                                                                     |                    |
|----------------------------------------------------------------------------------------------------------|-------------|---------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>Portobello Mushroom</b>                                                                               | <b>\$13</b> | <b>Buffalo Burger</b>                                                                                               | <b>\$15</b>        |
| grilled portobello mushroom with feta, spinach & roasted red pepper coulis on a focaccia roll.           |             | grilled buffalo patty with lettuce, tomatoes, red onions on a focaccia roll with stone ground mustard & mayonnaise. | <b>double \$18</b> |
| <b>Flat Iron Steak</b>                                                                                   | <b>\$17</b> | - add extra sharp cheddar                                                                                           | <b>\$ 1</b>        |
| grilled flat iron steak with lettuce, tomatoes, red onions on a focaccia roll with stone ground mustard. |             | - add bacon                                                                                                         | <b>\$ 2</b>        |
| <b>Halibut Burger</b>                                                                                    | <b>\$18</b> | - add house topping :                                                                                               | <b>\$ 2</b>        |
| grilled halibut fillet with lettuce, tomatoes, red onions on a focaccia roll with house tartar sauce.    |             | sautéed onions, mushrooms, garlic, red wine & thyme.                                                                |                    |

## Baked Pasta *(sorry, no changes or substitutions)*

*These items are served with toasted garlic focaccia bread.*

|                                                                                                                                                             |  |  |             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|-------------|
| <b>Sausage with Marinara</b>                                                                                                                                |  |  | <b>\$15</b> |
| penne pasta with marinara sauce, ricotta, Italian sausage, baked with mozzarella & provolone cheese.                                                        |  |  |             |
| <b>Veggie with Marinara</b>                                                                                                                                 |  |  | <b>\$15</b> |
| penne pasta with marinara sauce, ricotta, red peppers, red onions, mushrooms, broccoli & spinach baked with mozzarella & provolone cheese.                  |  |  |             |
| <b>Sausage &amp; Veggie Combo with Marinara</b>                                                                                                             |  |  | <b>\$18</b> |
| penne pasta with marinara sauce, ricotta, Italian sausage, red peppers, red onions, mushrooms, broccoli & spinach baked with mozzarella & provolone cheese. |  |  |             |
| <b>Smoked Salmon with Olive Oil &amp; Thyme</b>                                                                                                             |  |  | <b>\$18</b> |
| penne pasta with smoked salmon, cherry tomatoes, garlic, red onions, spinach, olive oil & thyme.                                                            |  |  |             |
| <b>Rosemary Chicken with Creamy Pesto Sauce</b>                                                                                                             |  |  | <b>\$17</b> |
| penne pasta with rosemary chicken, fresh tomatoes, creamy pesto & baked with a parmesan cheese panko topping.                                               |  |  |             |
| <b>Cured Ham with a Creamy Tomato Sauce</b>                                                                                                                 |  |  | <b>\$17</b> |
| penne pasta with prosciutto & spicy capicola ham, garlic, thyme, creamy tomato sauce & baked with a parmesan cheese panko topping.                          |  |  |             |
| <b>Italian Sausage with Creamy Tomato Sauce</b>                                                                                                             |  |  | <b>\$17</b> |
| penne pasta with grilled Italian sausage links, onions, creamy tomato sauce & baked with a parmesan cheese panko topping.                                   |  |  |             |
| <b>Bambino</b>                                                                                                                                              |  |  | <b>\$ 7</b> |
| penne pasta with <b>butter or olive oil</b> & parmesan cheese. served with a small piece of buttered bread.                                                 |  |  |             |

...the health department would like you to know: consuming raw or under-cooked meats, poultry or eggs increases your risk of food-borne illness.

## Pizza & Calzones

All our pizzas and calzones are prepared to order with fresh dough, made in house and sauces created from scratch with quality ingredients. They take at least 30 minutes to cook.

### Build Your Own Pizza

Your choice of sauce, **PESTO** or **MARINARA**  
a mozzarella & provolone cheese blend  
and add any additional toppings below:

|           | <u>BASE</u> | <u>STANDARD TOPPINGS</u> | <u>GOURMET TOPPINGS</u> |
|-----------|-------------|--------------------------|-------------------------|
| Small 10" | \$ 11       | \$ 1 each                | \$ 2 each               |
| Large 18" | \$ 21       | \$ 1.5 each              | \$ 3 each               |

#### STANDARD TOPPINGS

**Cheese:** Feta, Parmesan, Ricotta, Romano, Extra Mozzarella & Provolone Blend

**Meat:** Ham, Italian Sausage, Pepperoni, Smoked Turkey

**Veggies:** Artichoke Hearts, Breaded Eggplant, Broccoli, Garlic, Jalapenos, Kalamata Olives, Mushrooms, Pineapple, Red Onions, Red Peppers, Spinach, Sun Dried Tomatoes, Tomatoes

#### GOURMET TOPPINGS

**Cheese:** Fresh Mozzarella, Goat

**Meat:** Anchovies, Rosemary Chicken, Genoa Salami, Prosciutto, Spicy Capicola Ham

### Calzone

Pizza dough pocket filled with a mozzarella & provolone cheese blend, **PESTO** or **MARINARA** sauce & your choice of four items from the STANDARD TOPPING list.

**\$ 13**  
**Extra Toppings \$ 1 ea**  
**Side of Sauce \$ 1.5**

## FIREWEED SIGNATURE PIZZAS (small 10"/large 18")

### VEGGIE COMBO Small \$14/Large \$26

**PESTO** sauce, mozzarella & provolone cheese blend, artichoke hearts, red onions, sun dried tomatoes & spinach.

### SPICY PEPPERONI Small \$14/Large \$26

**MARINARA** sauce, mozzarella & provolone cheese blend, jalapenos, mushrooms, & pepperoni.

### THE FIRE

#### BREATHER Small \$14/Large \$26

**MARINARA** sauce, mozzarella & provolone cheese blend, jalapenos, pepperoni, garlic, romano cheese & crushed red chili peppers.

### THE CAPICOLA Small \$16/Large \$30

**MARINARA** sauce, mozzarella & provolone cheese blend, garlic, fresh mozzarella cheese, romano cheese, red onions & spicy capicola ham.

### VEGGIE CHEV Small \$15/Large \$28

**MARINARA** sauce, mozzarella & provolone cheese blend, goat cheese, Kalamata olives, red onions, red peppers, spinach & an herb blend.

### MEAT COMBO Small \$14/Large \$26

**MARINARA** sauce, mozzarella & provolone cheese blend, ham, Italian sausage, pepperoni, & mushrooms.

### FIREWEED

#### FAVORITE Small \$15/Large \$28

**PESTO** sauce, mozzarella & provolone cheese blend, feta cheese, Italian sausage, Kalamata olives, red onions, red peppers & spinach.

### CHICKEN PESTO Small \$16/Large \$30

**PESTO** sauce, mozzarella & provolone cheese blend, rosemary chicken, goat cheese, garlic, red onions & red peppers.

STATE OF ALASKA  
ALCOHOL BEVERAGE CONTROL BOARD  
**Licensed Premises Diagram**

**INSTRUCTIONS:** Draw a detailed floor plan of your present or proposed licensed premises on the graph below; show all entrances and exits, and all fixtures such as tables, booths, games, counters, bars, coolers, stages, etc.

DBA: Fireweed Restaurant

PREMISES LOCATION: Historic Building # 37 Blacksmith Rd. Haines, AK 99827

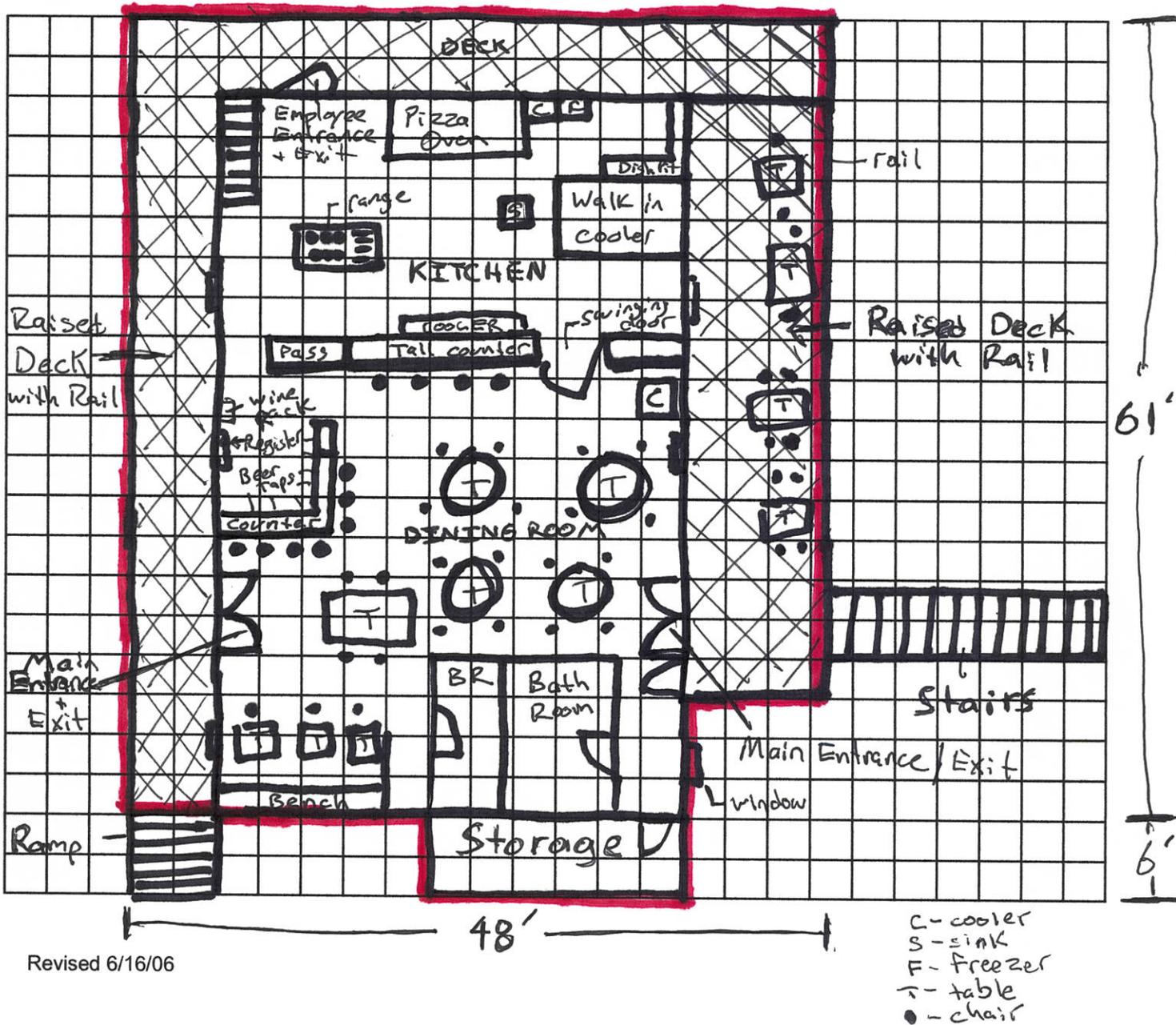
Indicate scale by x after appropriate statement or show length and width of premises.

SCALE A: \_\_\_\_\_ 1 SQ. = 4 FT.      SCALE B: \_\_\_\_\_ 1 SQ. = 1 FT.

Length and width of premises in feet: 61' x 48' (1 sq = 3 ft)

**Outline the area to be designated for sale, service, storage, and consumption of alcoholic beverages in red.**

**DO NOT USE BLUE INK OR PENCIL ON THIS DIAGRAM.**





**Haines Borough  
Assembly Agenda Bill**

Agenda Bill No.: 14-523

Assembly Meeting Date: 12/16/2014

| <b>Business Item Description:</b> |                                                   | <b>Attachments:</b>                                                  |
|-----------------------------------|---------------------------------------------------|----------------------------------------------------------------------|
| Subject:                          | 2015 Assembly Meeting/Agenda Preparation Schedule | 1. 2015 Regular Assembly Meeting Agenda Preparation Calendar - DRAFT |
| Originator:                       |                                                   |                                                                      |
| Originating Department:           |                                                   |                                                                      |
| Date Submitted:                   |                                                   |                                                                      |
| Borough Clerk                     |                                                   |                                                                      |
| Administration                    |                                                   |                                                                      |
| 11/21/14                          |                                                   |                                                                      |

| <b>Full Title/Motion:</b>                                                           |
|-------------------------------------------------------------------------------------|
| Motion: Adopt the 2015 Haines Borough Assembly Meeting Agenda Preparation Calendar. |

| <b>Administrative Recommendation:</b> |
|---------------------------------------|
|                                       |

| <b>Fiscal Impact:</b> |                 |                        |
|-----------------------|-----------------|------------------------|
| Expenditure Required  | Amount Budgeted | Appropriation Required |
| \$ None               | \$ N/A          | \$ N/A                 |

| <b>Comprehensive Plan Consistency Review:</b> |                                                                      |
|-----------------------------------------------|----------------------------------------------------------------------|
| Comp Plan Policy Nos.:<br>N/A                 | Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No |

| <b>Summary Statement:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>This schedule establishes the assembly regular meeting schedule for 2015 as well as the agenda &amp; packet deadlines as outlined in HBC 2.10.030. Special meetings may still be scheduled, as needed. Additionally, it may be amended during the year, if it becomes necessary.</p> <p>This year's schedule provides for a 3-hour window for publishing the packet the Friday before a meeting. It also includes two meetings in December where it has been most typical to have only one, but they are on the 1st and 3rd Tuesdays of the month.</p> <p>The assembly may decide to make alterations prior to schedule adoption.</p> |

| <b>Referral:</b>                                                                                                                                                           |               |       |                 |               |           |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|-------|-----------------|---------------|-----------|--|
| <table border="0"> <tr> <td>Sent to:</td> <td>Date:</td> </tr> <tr> <td>Recommendation:</td> <td>Meeting Date:</td> </tr> <tr> <td>Refer to:</td> <td></td> </tr> </table> | Sent to:      | Date: | Recommendation: | Meeting Date: | Refer to: |  |
| Sent to:                                                                                                                                                                   | Date:         |       |                 |               |           |  |
| Recommendation:                                                                                                                                                            | Meeting Date: |       |                 |               |           |  |
| Refer to:                                                                                                                                                                  |               |       |                 |               |           |  |

| <b>Assembly Action:</b>                                                                                                                                                   |                         |                         |                           |                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------|---------------------------|-----------------|
| <table border="0"> <tr> <td>Workshop Date(s):</td> <td>Public Hearing Date(s):</td> </tr> <tr> <td>Meeting Date(s): 12/16/14</td> <td>Tabled to Date:</td> </tr> </table> | Workshop Date(s):       | Public Hearing Date(s): | Meeting Date(s): 12/16/14 | Tabled to Date: |
| Workshop Date(s):                                                                                                                                                         | Public Hearing Date(s): |                         |                           |                 |
| Meeting Date(s): 12/16/14                                                                                                                                                 | Tabled to Date:         |                         |                           |                 |

## 2015 Regular Assembly Meeting Agenda Preparation Calendar

| Topic or Item Description to Clerk's Office for Inclusion on Agenda - 12:00noon | Agenda Finalization Meeting - 3:30pm                         | Draft Legislation (Resolutions & Ordinances) to Clerk's Office - 5:00pm | All Other Packet Documents to Clerk's Office - 10:00am | Begin Packet Processing & Departmental Review - 8:00am | Packet Published & Distributed - between noon and 3:00 pm | <b>Assembly Meeting - 6:30pm</b> |
|---------------------------------------------------------------------------------|--------------------------------------------------------------|-------------------------------------------------------------------------|--------------------------------------------------------|--------------------------------------------------------|-----------------------------------------------------------|----------------------------------|
| <i>[Monday; a week plus a day prior to Assembly Meeting]</i>                    | <i>[Monday; a week plus a day prior to Assembly Meeting]</i> | <i>[Tuesday; one week prior to Assembly Meeting]</i>                    | <i>[Wednesday prior to Assembly Meeting]</i>           | <i>[Thursday prior to Assembly Meeting]</i>            | <i>[Friday prior to Assembly Meeting]</i>                 |                                  |
| Jan. 5                                                                          | Jan. 5                                                       | Jan. 6                                                                  | Jan. 7                                                 | Jan. 8                                                 | Jan. 9                                                    | <b>Jan. 13</b>                   |
| Jan. 19                                                                         | Jan. 19                                                      | Jan. 20                                                                 | Jan. 21                                                | Jan. 22                                                | Jan. 23                                                   | <b>Jan. 27</b>                   |
| Feb. 2                                                                          | Feb. 2                                                       | Feb. 3                                                                  | Feb. 4                                                 | Feb. 5                                                 | Feb. 6                                                    | <b>Feb. 10</b>                   |
| Fri. Feb. 13 <sup>1</sup>                                                       | Feb. 13 <sup>1</sup>                                         | Feb. 17                                                                 | Feb. 18                                                | Feb. 19                                                | Feb. 20                                                   | <b>Feb. 24</b>                   |
| Mar. 2                                                                          | Mar. 2                                                       | Mar. 3                                                                  | Mar. 4                                                 | Mar. 5                                                 | Mar. 6                                                    | <b>Mar. 10</b>                   |
| Mar. 16                                                                         | Mar. 16                                                      | Mar. 17                                                                 | Mar. 18                                                | Mar. 19                                                | Mar. 20                                                   | <b>Mar. 24</b>                   |
| Apr. 6                                                                          | Apr. 6                                                       | Apr. 7                                                                  | Apr. 8                                                 | Apr. 9                                                 | Apr. 10                                                   | <b>Apr. 14</b>                   |
| Apr. 20                                                                         | Apr. 20                                                      | Apr. 21                                                                 | Apr. 22                                                | Apr. 23                                                | Apr. 24                                                   | <b>Apr. 28</b>                   |
| May 4                                                                           | May 4                                                        | May 5                                                                   | May 6                                                  | May 7                                                  | May 8                                                     | <b>May 12</b>                    |
| May 18                                                                          | May 18                                                       | May 19                                                                  | May 20                                                 | May 21                                                 | May 22                                                    | <b>May 26</b>                    |
| Jun. 1                                                                          | Jun. 1                                                       | Jun. 2                                                                  | Jun. 3                                                 | Jun. 4                                                 | Jun. 5                                                    | <b>Jun. 9</b>                    |
| Jun. 15                                                                         | Jun. 15                                                      | Jun. 16                                                                 | Jun. 17                                                | Jun. 18                                                | Jun. 19                                                   | <b>Jun. 23</b>                   |
| Jul. 6                                                                          | Jul. 6                                                       | Jul. 7                                                                  | Jul. 8                                                 | Jul. 9                                                 | Jul. 10                                                   | <b>Jul. 14</b>                   |
| Jul. 20                                                                         | Jul. 20                                                      | Jul. 21                                                                 | Jul. 22                                                | Jul. 23                                                | Jul. 24                                                   | <b>Jul. 28</b>                   |
| Aug. 3                                                                          | Aug. 3                                                       | Aug. 4                                                                  | Aug. 5                                                 | Aug. 6                                                 | Aug. 7                                                    | <b>Aug. 11</b>                   |
| Aug. 17                                                                         | Aug. 17                                                      | Aug. 18                                                                 | Aug. 19                                                | Aug. 20                                                | Aug. 21                                                   | <b>Aug. 25</b>                   |
| Aug. 31                                                                         | Aug. 31                                                      | Sep. 1                                                                  | Sep. 2                                                 | Sep. 3                                                 | Sep. 4                                                    | <b>Sep. 8</b>                    |
| Sep. 14                                                                         | Sep. 14                                                      | Sept. 15                                                                | Sep. 16                                                | Sep. 17                                                | Sep. 18                                                   | <b>Sep. 22</b>                   |
| Oct. 5                                                                          | Oct. 5                                                       | Oct. 6                                                                  | Oct. 7                                                 | Oct. 8                                                 | Oct. 9                                                    | <b>Oct. 13</b>                   |
| Oct. 19                                                                         | Oct. 19                                                      | Oct. 20                                                                 | Oct. 20                                                | Oct. 20                                                | Oct. 20                                                   | <b>Oct. 27</b>                   |
| Nov. 2                                                                          | Nov. 2                                                       | Nov. 3                                                                  | Nov. 4                                                 | Nov. 5                                                 | Nov. 6                                                    | <b>Nov. 10</b>                   |
| Nov. 16 <sup>2</sup>                                                            | Nov. 16 <sup>2</sup>                                         | Nov. 17 <sup>2</sup>                                                    | Nov. 18 <sup>2</sup>                                   | Nov. 19 <sup>2</sup>                                   | Nov. 20 <sup>2</sup>                                      | <b>Dec. 1<sup>3</sup></b>        |
| Dec. 7                                                                          | Dec. 7                                                       | Dec. 8                                                                  | Dec. 9                                                 | Dec. 10                                                | Dec. 11                                                   | <b>Dec. 15<sup>4</sup></b>       |

<sup>1</sup> Day adjusted due to the Presidents Day holiday

<sup>2</sup> One week earlier...the packet would come out prior to Thanksgiving Week

<sup>3 & 4</sup> First and Third Tuesdays



DATE: 10 December 2014

To: Borough Assembly

From: David B. Sosa, Borough Manager

Subject: **CLERK AND CFO CONTRACT AGREEMENTS**

1. This document is provided to provide insight into the terms of the employment contracts for the Borough Clerk and CFO.
2. In March of 2014 the employment contracts for the Borough Clerk and CFO expired. It was decided and agreed at that time for the Clerk and CFO to continue work under the final terms of the last contract and to allow the incoming Manager to renegotiate these contracts. In concert with the Personnel Committee the manager negotiated the contracts and they are submitted for review and recommended approval by the Assembly.
3. During the negotiations the Manager made the personnel committee aware of the following items
  - a. Both the Clerk and the CFO received lower salary and benefits than peers in other Alaska Municipalities of similar size and responsibility. This discrepancy was further aggravated when factoring in experience, qualifications, longevity, and cost of living.
  - b. The Manager also informed the Personnel Committee that as a step towards appropriate succession planning it was strongly recommended that action be taken to address discrepancies that might make Haines less competitive as a place of employment. The terms of these contracts seek to remedy this discrepancy and recognize the capabilities, performance, and professionalism of the Clerk and the CFO
  - c. The terms of these contracts also address the pending adjustment to how leave is handled and provide consistency with the Collective Bargaining Agreement.
  - d. After consulting other Managers the Haines Borough Manager noted that most CFO's are salaried employees while the CFO in Haines is an hourly employee. The agreed upon hours and term listed in sections 2.1, 2.2 and 4.1 reflect a compromise between the Manager and the CFO on how to most effectively allocate time for a wage CFO. Limiting the term to 1 year allows both the Manager and the CFO to determine if this arrangement meets the needs of both individuals before settling on a more long-term arrangement.

4. All other terms and conditions are consistent with what would be expected in a contract for a Borough Officer. Should a more detailed accounting of the negotiations be required the Manager requests that such conversation take place in executive session.

Respectfully,

David B. Sosa  
Haines Borough Manager

# EMPLOYMENT AGREEMENT

This Agreement effective **December 1, 2014** is between the **Haines Borough**, Alaska, (hereinafter "the Borough"), a municipal corporation, and **Jila Stuart** ("the CFO"), and is effective as provided below.

This Agreement is based upon the following premises:

**WHEREAS**, the Borough wishes to continue to employ the CFO, in accordance with the Borough's authority under State law, the Haines Borough Charter and the Haines Borough Code, and the CFO wishes to be employed by the Borough; and

**WHEREAS**, the Borough and the CFO wish to memorialize the terms and conditions of the CFO's employment by the Borough, including benefits, conditions of employment, and working conditions; and

**WHEREAS**, the parties wish to (1) retain the services of the CFO and to provide inducement for her to remain in such employment, (2) make possible full work productivity by assuring the CFO's morale and peace of mind with respect to future security, (3) deter any malfeasance on the part of the CFO, and (4) provide a just means for terminating the CFO's services at such time as the CFO may be unable to fully to discharge the duties of Borough CFO or when the Borough desires to disengage from the CFO.

**NOW, THEREFORE**, in consideration of the foregoing and the mutual promises and covenants set forth in this Agreement, the Borough and the CFO agree as follows:

## **Section 1: DUTIES**

The CFO shall be employed by the Haines Borough as and hold the title 'Borough Chief Fiscal Officer'. The CFO shall perform all duties and discharge all responsibilities of that position as prescribed by the laws of the State of Alaska, the Charter of the Haines Borough, the Haines Borough Code, and the direction of the Borough Assembly. The CFO reports to the Borough Manager. The CFO shall maintain residency within the Haines Borough during the entire term of this Agreement.

## **Section 2: COMPENSATION**

1. **Salary/Wages**. In return for services, the CFO shall receive an hourly wage of \$30.00 payable in installments in accordance with the Borough's code and customary practice. The portion of increase that had been budgeted as part of the FY15 budget from July 1 until the effective date of this contract, but held pursuant to execution of a new contract, shall be paid in full to the CFO within 45 days of this contract being signed by all parties.

2. **Hours**. The CFO will annually work a minimum of 36 hours per week and shall average between 36 and 40 hours per week.

3. **Union**. The CFO is an officer of the Borough and, as such, shall not be a member of the borough employee's union or subject to the collective bargaining agreement.

4. **Benefits**. The CFO shall be entitled to benefits provided under Haines Borough Code Title 2 (Sections 2.72 through 2.92) and those benefits customarily provided to a permanent, full-time, exempt Borough employee and PERS participation in accordance with generally applicable policies in effect from time to time, provided that such benefits shall not be reduced during the term of this Agreement. Leave by the CFO or cashing-in of leave benefits by the CFO shall be subject to prior approval by the Borough Manager. Should the Haines Borough Personnel Code be changed to reflect consistency with Article 9 of the Collective Bargaining Agreement dated 1 July 2013 the CFO will have until 1 December 2017 to make use of accrued sick leave.

5. **Travel, Meetings, and Professional Development**. The CFO shall receive allowance for travel, out-of-town meetings or professional development expenses as authorized by the Borough Assembly in the budget for each fiscal year or as approved in advance by the Borough Assembly from time to time. Subject to the foregoing, the CFO agrees to continue to pursue professional development.

6. **Dues and Subscriptions**. The Borough agrees to pay the CFO's professional dues and subscriptions necessary for the CFO's full participation in no more than three national, regional, state or local associations and organizations necessary and desirable for the CFO's continued professional participation, growth, and advancement, and for the good of the Borough.

### **SECTION 3: PERFORMANCE EVALUATION**

The Borough Manager shall evaluate the performance of the CFO once each year during the term of this Agreement. The evaluation shall be completed in accordance with written guidelines of expected standards of performance and personal conduct and a written performance evaluation procedure approved by the Borough Assembly prior to each evaluation and provided in advance to the CFO. A confidential copy of the completed performance evaluation shall be shown to the Borough Assembly who may opt to provide the CFO with a supplemental evaluation from their perspective.

### **SECTION 4: TERM, TERMINATION AND SEVERANCE PAY.**

1. **Term**. The term of this Agreement shall begin at 8:00 am on the date first written above and expire on the same date in the year 2015.

2. **Termination**. This Agreement and the CFO's employment under this Agreement are terminable at will and at any time by a super-majority vote of the Borough Assembly without any notice of any kind whatsoever, with or without cause, it being expressly and explicitly understood by the CFO that she holds her position at the will of the Haines Borough Assembly. The CFO understands and agrees that no representations or course of conduct by the Borough Assembly will establish any legally enforceable expectation of her continued employment by the Haines Borough.

The CFO shall provide the Borough Assembly with written notice of her resignation no less than thirty (30) days prior to the effective date of her resignation or expiration of this employment agreement, unless a resignation is necessary for emergency or serious health reasons. If the CFO quits or resigns without providing such notice, then the CFO shall forfeit all benefits, if any, which the CFO otherwise would be entitled to receive under this Agreement.

Dismissal and grievance procedures for borough employees provided in the Haines Borough Code shall not apply to the termination of the CFO's employment by the Borough Assembly.

3. **Severance Pay.** If the Borough Assembly terminates the CFO's employment prior to the completion of this contract, then the Borough shall pay the CFO a severance pay equal to three month's current benefited salary for the CFO.

If the Borough Assembly terminates the CFO's employment with cause, or if the CFO terminates her employment, regardless of cause, then the CFO shall receive no severance pay. For purposes of the Agreement, "cause" includes but is not limited to acts of dishonesty, criminal violations, conduct that undermines public confidence in the integrity and efficacy of the Borough government and serious failure to implement policies and directives of the Assembly.

#### **Section 5: OTHER EMPLOYMENT**

It is recognized that the CFO must devote a great deal of time outside normal Borough office hours to the business of the Borough. Normal Borough office hours hereunder shall be construed to mean Monday through Friday (excluding Borough holidays), an 8-hour period sometime between 7:00am and 7:00pm. The CFO shall not undertake employment with any person or entity other than the Borough without prior approval of the Borough Assembly.

#### **Section 6: INDEMNIFICATION**

The Borough shall indemnify, hold harmless and defend the CFO against all claims and liability which may result from any claim, action or suit by any person based upon alleged injury to or death of a person or alleged loss of or damage to property that may occur or that may be alleged to have been caused by the CFO in the course of performance of her official duties during the duration of her employment with the Borough under this Agreement. PROVIDED HOWEVER, that the Borough shall NOT be obliged to indemnify, hold harmless or defend the CFO against any such claim to liability arising out of or resulting from acts or omissions that, in the sole judgment of the Borough, may occur or that may be alleged to have been caused by the CFO while acting outside the course of performing her official duties, or from any false, deceptive, dishonest or criminal act/omission under the laws and regulations of the United States of America, the State of Alaska and/or any political subdivision thereof.

**Section 7: GENERAL PROVISIONS**

1. Any controversy or claim arising out of or related to this Agreement or the breach thereof shall be governed by the laws of the State of Alaska, and the Haines Borough, Alaska, and the forum for any legal proceeding thereon shall be the Superior Court for the State of Alaska, First Judicial District.

2. This Agreement constitutes the entire Agreement between the CFO and the Borough and supersedes all prior oral and written understandings, if any, between the CFO and the Borough and Jila Stuart, Borough CFO, which shall terminate as of the effective date of this Agreement.

3. Any amendment to this Agreement must be in writing and signed by both parties to be effective.

4. Except as required by this Agreement, or the laws of the State of Alaska, the Charter of the Haines Borough or the Haines Borough Code, the Borough's generally applicable personnel and employment policies and rules shall apply to the CFO's employment under this Agreement.

**IN WITNESS WHEREOF**, the Haines Borough Assembly has caused this Agreement to be signed and executed on the Borough Assembly's behalf by its Borough Manager and duly attested by its Borough Clerk, and Jila Stuart has executed this Agreement for and on behalf of herself, on the day and year first written above.

**THE UNDERSIGNED HAVE READ THIS AGREEMENT CAREFULLY, AND HAVE HAD THE OPPORTUNITY TO HAVE THE AGREEMENT FULLY EXPLAINED BY THEIR RESPECTIVE ATTORNEYS. THE UNDERSIGNED FULLY UNDERSTAND THE BINDING EFFECT OF THIS AGREEMENT AND ACKNOWLEDGE THAT THEY SIGN IT VOLUNTARILY.**

HAINES BOROUGH

BOROUGH CHIEF FISCAL OFFICER

\_\_\_\_\_  
David B. Sosa, Borough Manager

\_\_\_\_\_  
Jila Stuart

ATTEST:

\_\_\_\_\_  
Julie Cozzi, MMC, Borough Clerk

# EMPLOYMENT AGREEMENT

This Agreement effective **December 1, 2014** is between the **Haines Borough**, Alaska, (hereinafter "the Borough"), a municipal corporation, and **Julie Cozzi** ("the Clerk"), and is effective as provided below.

This Agreement is based upon the following premises:

**WHEREAS**, the Clerk has served the Haines Borough since May 2003; and

**WHEREAS**, the Clerk continues to exhibit strong dedication to being an excellent municipal clerk for the Haines Borough by successfully attaining the designation of *Master Municipal Clerk* designation and continuing her professional development; and

**WHEREAS**, the Clerk served as President of the Alaska Association of Municipal Clerks and has become a clerk of distinction within Region IX of the International Institute of Municipal Clerks, thereby bringing honor to the Haines Borough; and

**WHEREAS**, the Borough wishes to continue to employ the Clerk, in accordance with the Borough's authority under State law, the Haines Borough Charter and the Haines Borough Code, and the Clerk wishes to be employed by the Borough; and

**WHEREAS**, the Borough and the Clerk wish to memorialize the terms and conditions of the Clerk's employment by the Borough, including benefits, conditions of employment, and working conditions; and

**WHEREAS**, the parties wish to (1) retain the services of the Clerk and to provide inducement for her to remain in such employment, (2) make possible full work productivity by assuring the Clerk's morale and peace of mind with respect to future security, (3) deter any malfeasance on the part of the Clerk, and (4) provide a just means for terminating the Clerk's services at such time as the Clerk may be unable to fully to discharge the duties of Borough Clerk or when the Borough desires to disengage from the Clerk.

**NOW, THEREFORE**, in consideration of the foregoing and the mutual promises and covenants set forth in this Agreement, the Borough and the Clerk agree as follows:

## **Section 1: DUTIES**

The Clerk shall be employed by the Haines Borough as and hold the title 'Borough Clerk'. The Clerk shall perform all duties and discharge all responsibilities of that position as prescribed by the laws of the State of Alaska, the Charter of the Haines Borough, the Haines Borough Code, and the direction of the Borough Assembly. The Clerk reports to the Borough Manager with a dotted-line responsibility to the Borough Assembly. That is, there may be some instances where the Clerk will take direction from assembly members insofar as they relate to assembly agenda, meetings and records. The Clerk shall maintain residency within the Haines Borough during the entire term of this Agreement.

## **Section 2: COMPENSATION**

1. **Salary**. In return for services, the Clerk shall receive an annual salary of \$67,500 commencing the effective date of this contract payable in installments in accordance with the

Borough's code and customary practice. The Clerk shall receive a three and one-half percent pay increase on July 1, 2015 and additional increases of no less than one and one-half percent and up to four percent depending on performance on each July 1<sup>st</sup> thereafter. The portion of increase that had been budgeted as part of the FY15 budget from July 1 until the effective date of this contract, but held pursuant to execution of a new contract, shall be paid in full to the Clerk within 45 days of this contract being signed by all parties.

2. **Exempt Position.** The Clerk acknowledges that the position of Borough Clerk is salaried and exempt from overtime requirements, and the Borough and the Clerk further acknowledge that, since the duties of the Clerk regularly require her to work in excess of 40 hours per week and 8 hours per day, the Clerk shall have the flexibility in scheduling the performance of her duties customarily allowed to salaried, exempt administrative employees.

3. **Union.** The Clerk is an officer of the Borough and, as such, shall not be a member of the borough employee's union or subject to the collective bargaining agreement.

4. **Benefits.** The Clerk shall be entitled to benefits provided under Haines Borough Code Title 2 (Sections 2.72 through 2.92) and those benefits customarily provided to a permanent, full-time, exempt Borough employee and PERS participation in accordance with generally applicable policies in effect from time to time, provided that such benefits shall not be reduced during the term of this Agreement. If Borough code pertaining to benefits changes during the term of this contract, and the net effect of those changes would reduce the Clerk's total compensation, the Clerk's salary shall be adjusted to compensate for the reduction. Leave by the Clerk or cashing-in of leave benefits by the Clerk shall be subject to prior approval by the Borough Manager. Should the Haines Borough Personnel Code be changed to reflect consistency with Article 9 of the Collective Bargaining Agreement dated 1 July 2013 the Clerk will have until 1 December 2017 to make use of accrued sick leave.

5. **Travel, Meetings, and Professional Development.** The Clerk shall receive allowance for travel, out-of-town meetings or professional development expenses as authorized by the Borough Assembly in the budget for each fiscal year or as approved in advance by the Borough Assembly from time to time. Subject to the foregoing, the Clerk expects the Borough's support and agrees to continue to pursue professional development.

6. **Dues and Subscriptions.** The Borough agrees to pay the Clerk's professional dues and subscriptions necessary for the Clerk's full participation in no more than three national, regional, state or local associations and organizations necessary and desirable for the Clerk's continued professional participation, growth, and advancement, and for the good of the Borough.

### **SECTION 3: PERFORMANCE EVALUATION**

The Borough Manager shall evaluate the performance of the Clerk once each year during the term of this Agreement. The evaluation shall be completed in accordance with written guidelines of expected standards of performance and personal conduct and a written performance evaluation procedure approved by the Borough Assembly prior to each evaluation and provided in advance to the Clerk. A confidential copy of the completed performance evaluation shall be shown to the Borough Assembly who may opt to provide the Clerk with a supplemental evaluation from their perspective.

## **SECTION 4: TERM, TERMINATION AND SEVERANCE PAY.**

1. **Term.** The term of this Agreement shall begin at 8:00 am on the date first written above and expire on the same date in the year 2017.

2. **Termination.** This Agreement and the Clerk's employment under this Agreement are terminable at will and at any time by a super-majority vote of the Borough Assembly without any notice of any kind whatsoever, with or without cause, it being expressly and explicitly understood by the Clerk that she holds her position at the will of the Haines Borough Assembly. The Clerk understands and agrees that no representations or course of conduct by the Borough Assembly will establish any legally enforceable expectation of her continued employment by the Haines Borough.

The Clerk shall provide the Borough Assembly with written notice of her resignation no less than sixty (60) days prior to the effective date of her resignation or expiration of this employment agreement, unless a resignation is necessary for emergency or serious health reasons. If the Clerk quits or resigns without providing such notice, then the Clerk shall forfeit all benefits, if any, which the Clerk otherwise would be entitled to receive under this Agreement.

Dismissal and grievance procedures for borough employees provided in the Haines Borough Code shall not apply to the termination of the Clerk's employment by the Borough Assembly.

3. **Severance Pay.** If the Borough Assembly terminates the Clerk's employment prior to the completion of this contract, then the Borough shall pay the Clerk a severance pay equal to four month's current benefited salary for the Clerk.

If the Borough Assembly terminates the Clerk's employment with cause, or if the Clerk terminates her employment, regardless of cause, then the Clerk shall receive no severance pay. For purposes of the Agreement, "cause" includes but is not limited to acts of dishonesty, criminal violations, conduct that undermines public confidence in the integrity and efficacy of the Borough government and serious failure to implement policies and directives of the Assembly.

## **Section 5: OTHER EMPLOYMENT**

It is recognized that the Clerk must devote a great deal of time outside normal Borough office hours to the business of the Borough. Normal Borough office hours hereunder shall be construed to mean Monday through Friday (excluding Borough holidays), an 8-hour period sometime between 7:00am and 7:00pm. The Clerk shall not undertake employment with any person or entity other than the Borough without prior approval of the Borough Assembly.

## **Section 6: INDEMNIFICATION**

The Borough shall indemnify, hold harmless and defend the Clerk against all claims and liability which may result from any claim, action or suit by any person based upon alleged injury to or death of a person or alleged loss of or damage to property that may occur or that may be alleged to have been caused by the Clerk in the course of performance of her official duties during the duration of her employment with the Borough under this Agreement.

PROVIDED HOWEVER, that the Borough shall NOT be obliged to indemnify, hold harmless or defend the Clerk against any such claim to liability arising out of or resulting from acts or omissions that, in the sole judgment of the Borough, may occur or that may be alleged to have been caused by the Clerk while acting outside the course of performing her official duties, or from any false, deceptive, dishonest or criminal act/omission under the laws and regulations of the United States of America, the State of Alaska and/or any political subdivision thereof.

**Section 7: GENERAL PROVISIONS**

1. Any controversy or claim arising out of or related to this Agreement or the breach thereof shall be governed by the laws of the State of Alaska, and the Haines Borough, Alaska, and the forum for any legal proceeding thereon shall be the Superior Court for the State of Alaska, First Judicial District.

2. This Agreement constitutes the entire Agreement between the Clerk and the Borough and supersedes all prior oral and written understandings, if any, between the Clerk and the Borough, including without limitation the Employment Agreement dated March, 24 2009 between the Borough and Julie Cozzi, Borough Clerk, which shall terminate as of the effective date of this Agreement.

3. Any amendment to this Agreement must be in writing and signed by both parties to be effective.

4. Except as required by this Agreement, or the laws of the State of Alaska, the Charter of the Haines Borough or the Haines Borough Code, the Borough's generally applicable personnel and employment policies and rules shall apply to the Clerk's employment under this Agreement.

**IN WITNESS WHEREOF**, the Haines Borough Assembly has caused this Agreement to be signed and executed on the Borough Assembly's behalf by its Borough Manager and duly attested by its Chief Fiscal Officer, and Julie Cozzi has executed this Agreement for and on behalf of herself, on the day and year first written above.

**THE UNDERSIGNED HAVE READ THIS AGREEMENT CAREFULLY, AND HAVE HAD THE OPPORTUNITY TO HAVE THE AGREEMENT FULLY EXPLAINED BY THEIR RESPECTIVE ATTORNEYS. THE UNDERSIGNED FULLY UNDERSTAND THE BINDING EFFECT OF THIS AGREEMENT AND ACKNOWLEDGE THAT THEY SIGN IT VOLUNTARILY.**

HAINES BOROUGH

BOROUGH CLERK

\_\_\_\_\_  
David B. Sosa, Borough Manager

\_\_\_\_\_  
Julie Cozzi, MMC

ATTEST:

\_\_\_\_\_  
Jila Stuart, Chief Fiscal Officer

John J. Schnabel  
P. O. Box 149  
Haines, Alaska 99827

November 17, 2014

To David Sosa  
Haines Borough  
Haines, Alaska

Re: Juneau Access

Dear Mr. Sosa:

I read in the Chilkat Valley News, statements by people, professing to know that the majority of Haines residents object to a road being built to access Juneau. The Borough has elected to send a letter expressing their opposition to this road based on this input. I believe this is wrong without polling the residents and property owners order to verify and to be comfortable in taking such a position. I request that you make sure this letter and attached material be included in the packet that is prepared for Assembly Members for discussion at the next meeting. I request that the letter to Juneau be held up until this poll has been done.

Sincerely,



John J. Schnabel

John J. Schnabel  
P. O. Box 149  
Haines, Alaska 99827

November 17, 2014

To Assembly Members  
Haines Borough  
Haines, Alaska

Re: Juneau Access

Dear Assembly Member:

I ask you to delay your decision to send a letter to Juneau expressing the wishes of the Borough on the Juneau Access until a poll of the residents is completed. As an Assembly Member you have an obligation to act in the best interest of those residing in the Borough. I believe the Assembly should have verification of the preference of the majority of residents and property owners prior to taking a position.

The State has a responsibility to select a route, whether a road or ferry, that will provide the most safe, reliable, convenient and economical means to all travelers. I personally believe the road labeled 2B does not meet these criteria. However, if a road was built on the West side challenges that exist with the 2B option could be eliminated. Also, the West side would open thousands of acres of flat land for recreation, hunting, fishing and opportunities for vehicle traffic to visit Glacier Bay if a spur is built up the Endicott. The East side does not allow these opportunities. The winter economy of Haines would have a tremendous boost if a road is built due to snowmachiners coming to enjoy the deep snowfall here in comparison to very little opportunity in Juneau.

Prior to the Assembly taking a public position there should be a poll of the residents and property owners to see what options are supported by a majority. I have enclosed a sample format for your consideration. I hope your decision will be based on facts instead of speculation.

Sincerely,

A handwritten signature in cursive script that reads "John J. Schnabel". The signature is written in black ink and is positioned above the printed name.

John J. Schnabel

## JUNEAU ACCESS

### A SUMMARY OF IMPORTANT PROJECT POINTS

#### ALASKA ISSUES

- The State has a responsibility to improve access to its Capital City.
- The State's responsibility is to improve travel opportunities for our people and goods.
- The State has a responsibility to provide transportation opportunities at the least cost to residents. In Alaska, 99.1% of vehicular travel on State owned and maintained facilities occur on highways. Only 0.9% occurs on ferries.
- The annual cost to maintain state owned highways is about \$70 million. The annual cost to maintain State owned ferries is about \$135 million. Highway use generates about \$65 million in revenues for the State from gas tax receipts and licensing fees. AMHS use generates about \$50 million in revenue from user fares and other miscellaneous items.
- With 69% of the Annual State Transportation General Fund provided for surface transportation assigned to AMHS (which has less than 1% of the mileage traveled) highway travel is far more cost effective than ferry transportation.
- The State has an obligation to reduce user transportation costs. Lower transportation cost to move goods and people reduces the cost of visiting and living in Alaska's Capital City.

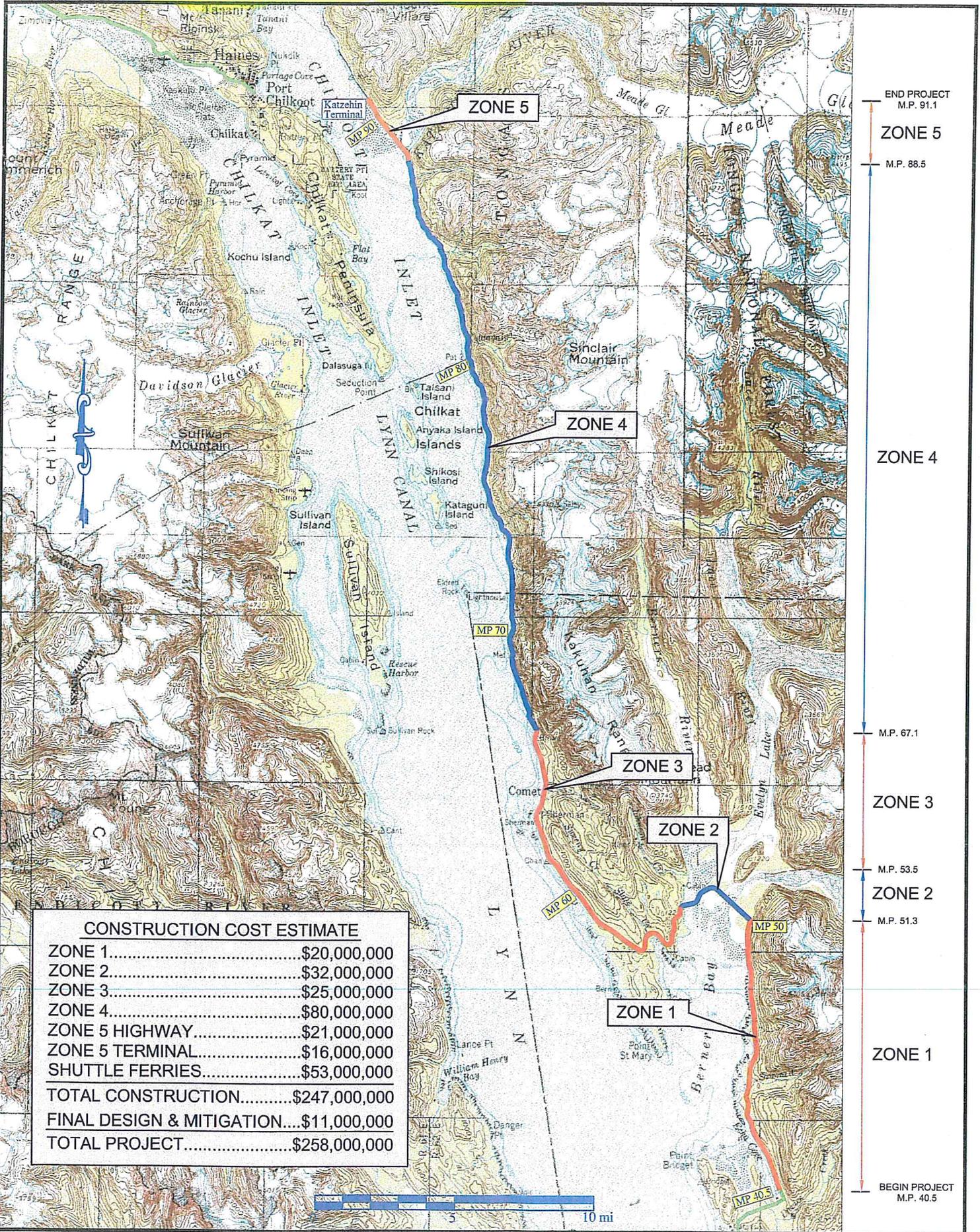
#### SOUTHEAST REGION ISSUES

- The demand to travel between Juneau and the continental highway system is six times greater than the capacity offered by the State's ferries.

- Net State costs for AMHS service in Lynn Canal in 2004 were \$5.7 million, or \$194 per vehicle. Cost per vehicle mile on the AMHS are around \$2.10, whereas State highway costs are less than 1 cent per mile.
  - Net AMHS annual operating costs for Alternative 2B are estimated to be \$4.3 million; total State cost including highway maintenance and avalanche control will be \$5.8 million per year. Alternative 2B will carry almost five times the vehicles as the No Action Alternative. State cost per vehicle, even when capital fund match is included, will be 1/3 that of the No Action Alternative.
  - The out-of-pocket costs on the current system are very high; a family of four with a typical car paid \$180 to travel between Haines and Juneau (one-way) in 2004, and \$237 between Skagway and Juneau (one-way). These costs are close to \$2.50 per mile.
  - Alternative 2B will reduce out-of-pocket cost by 80 percent. For instance, a family of four would pay just \$34 in gas and shuttle fares to travel between Haines and Juneau, a cost of about \$0.40 per mile.
  - Alternative 2B treats Haines and Skagway equally. There will be no "bypassing" of Haines with a highway to Skagway. Haines would receive an equal amount of traffic, and have greater trip frequency than Skagway.
  - Current walk-on travelers could take a vehicle to Juneau under Alternative 2B for a cost comparable to what they now pay as a passenger. The 2000 census indicated 91 percent of Haines and Skagway households have at least one vehicle.
  - In addition to the jobs on a shuttle to be home ported in Haines, Alternative 2B would create approximately 35 new visitor related jobs in Haines, with a payroll of approximately \$700,000 after subtracting potential "leakage" from additional Haines shopping in Juneau. It will also allow Haines resident's easier access to the Kensington Mine project. A new regional employer.
- 
- Alternative 2B does not preclude a future hard link to the continental highway system, which could be a bridge or tunnel to Haines, or a highway to Skagway, or both.

- Roadway alternatives are clearly the only way to fulfill the demand and it is in the State's interest to provide the capacity to meet this demand.
- From 1988 to 2005 traffic in Lynn Canal has not grown; it has stayed around 30,000 vehicles per year (82 a day). During this time period the combined Juneau/Haines/Skagway population has grown over 20 percent, and traffic growth on local arterials has been close to 20 percent.
- Current service provides about 10 ferry trips per week to each community (Juneau, Haines, and Skagway) in the summer and 5 per week in the winter (Fairweather and mainliners combined). This is expected to decrease in the future when two mainliners are retired and not replaced.
- J.A.-E.I.S. Alternative 2B will provide 8 roundtrips per day to Haines and 6 per day to Skagway in summer months. With the exception of avalanche or weather closure days (estimated at an aggregate total of 34 per year) winter service will have 6 trips per day to Haines and 4 to Skagway. Even during closure days, two ferries would be available to transport vehicles in Lynn Canal on a temporary bases during road closures not expected to exceed several days at a time.
- Alternative 2B will generate and accommodate an Average Daily Traffic of 370 initially and 670 vehicles after 30 years. The capacity will be approximately 1,200 vehicles per day in summer months.
- Travel in Lynn Canal is still relatively slow. The Fairweather reduced travel times to Haines is 3.5 hours (including minimum required check-in time) and 3.8 hours to Skagway. The Fairweather provides only half the capacity; the remaining travelers must use the mainliners, with travel times of 7.1 hours to Haines and 9.1 hours to Skagway (including check-in time). Note the above time does not include unloading.
- Alternative 2B will have travel times of approximately 2.5 hours to Haines and 3.0 hours to Skagway, including normal driving speed, and full loading and unloading time. No reservations would be required, so no check-in time would be required.

Alternative 2B is the East side Highway

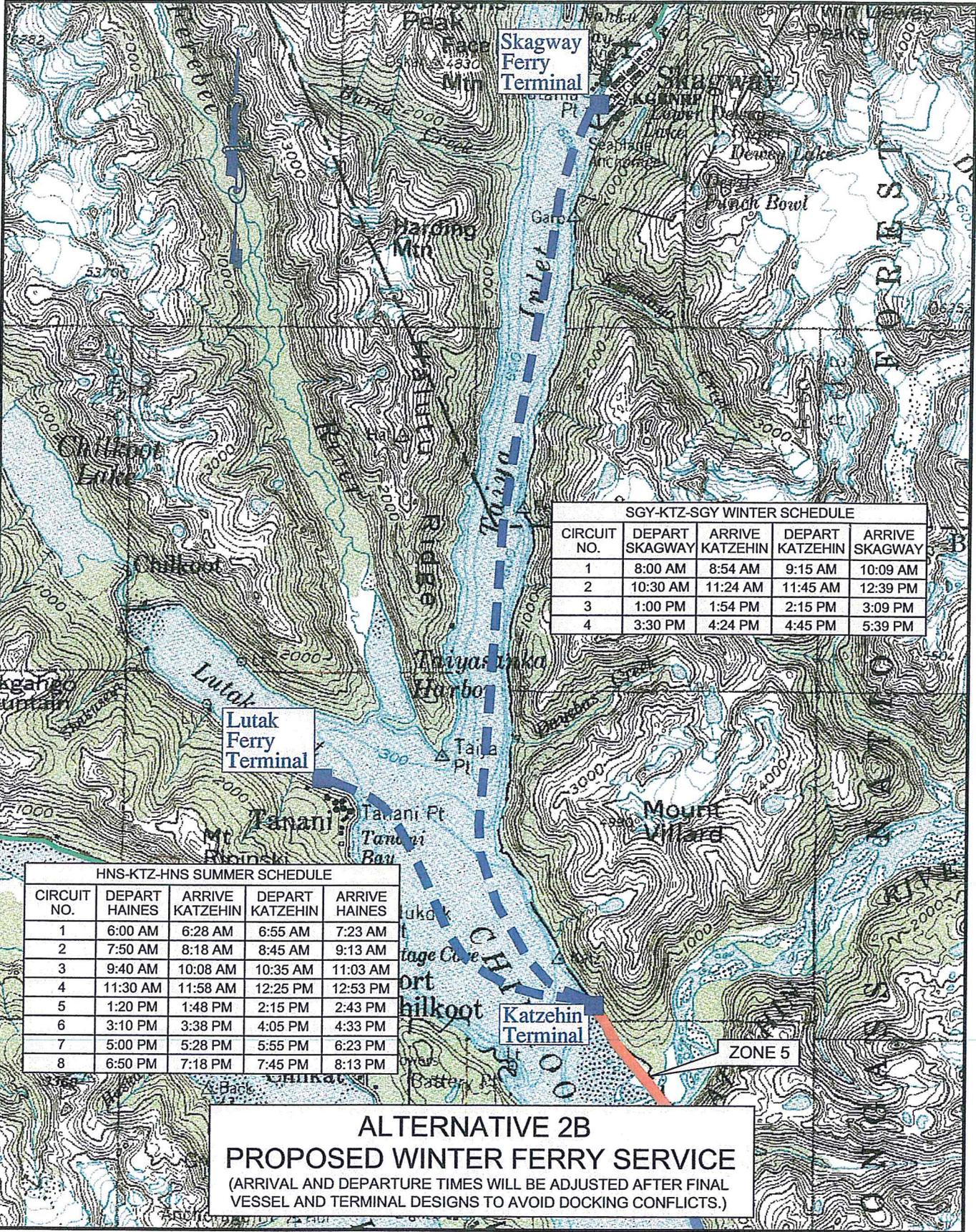


**CONSTRUCTION COST ESTIMATE**

|                                          |                      |
|------------------------------------------|----------------------|
| ZONE 1.....                              | \$20,000,000         |
| ZONE 2.....                              | \$32,000,000         |
| ZONE 3.....                              | \$25,000,000         |
| ZONE 4.....                              | \$80,000,000         |
| ZONE 5 HIGHWAY.....                      | \$21,000,000         |
| ZONE 5 TERMINAL.....                     | \$16,000,000         |
| SHUTTLE FERRIES.....                     | \$53,000,000         |
| <b>TOTAL CONSTRUCTION.....</b>           | <b>\$247,000,000</b> |
| <b>FINAL DESIGN &amp; MITIGATION....</b> | <b>\$11,000,000</b>  |
| <b>TOTAL PROJECT.....</b>                | <b>\$258,000,000</b> |



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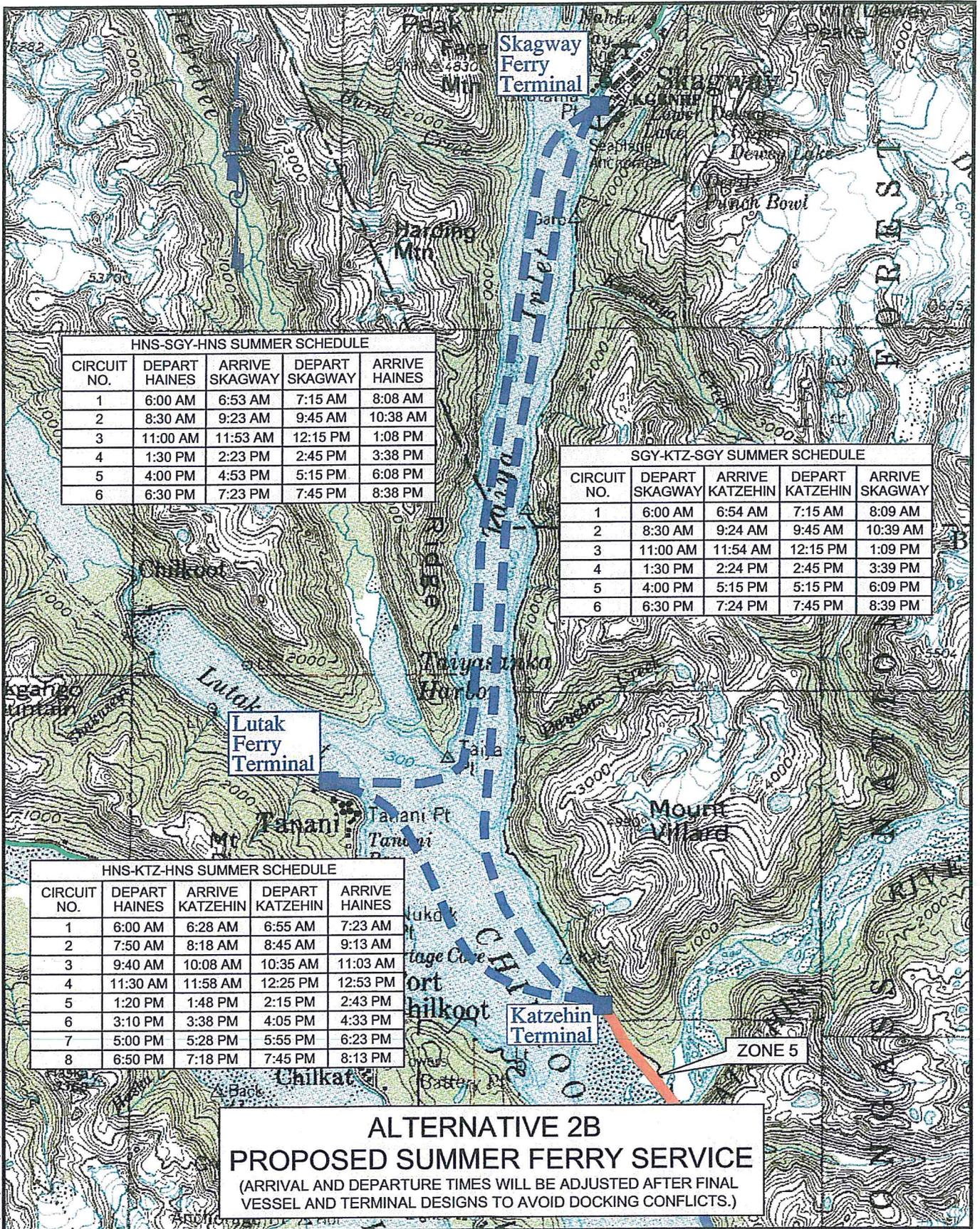
**SGY-KTZ-SGY WINTER SCHEDULE**

| CIRCUIT NO. | DEPART SKAGWAY | ARRIVE KATZECHIN | DEPART KATZECHIN | ARRIVE SKAGWAY |
|-------------|----------------|------------------|------------------|----------------|
| 1           | 8:00 AM        | 8:54 AM          | 9:15 AM          | 10:09 AM       |
| 2           | 10:30 AM       | 11:24 AM         | 11:45 AM         | 12:39 PM       |
| 3           | 1:00 PM        | 1:54 PM          | 2:15 PM          | 3:09 PM        |
| 4           | 3:30 PM        | 4:24 PM          | 4:45 PM          | 5:39 PM        |

**HNS-KTZ-HNS SUMMER SCHEDULE**

| CIRCUIT NO. | DEPART HAINES | ARRIVE KATZECHIN | DEPART KATZECHIN | ARRIVE HAINES |
|-------------|---------------|------------------|------------------|---------------|
| 1           | 6:00 AM       | 6:28 AM          | 6:55 AM          | 7:23 AM       |
| 2           | 7:50 AM       | 8:18 AM          | 8:45 AM          | 9:13 AM       |
| 3           | 9:40 AM       | 10:08 AM         | 10:35 AM         | 11:03 AM      |
| 4           | 11:30 AM      | 11:58 AM         | 12:25 PM         | 12:53 PM      |
| 5           | 1:20 PM       | 1:48 PM          | 2:15 PM          | 2:43 PM       |
| 6           | 3:10 PM       | 3:38 PM          | 4:05 PM          | 4:33 PM       |
| 7           | 5:00 PM       | 5:28 PM          | 5:55 PM          | 6:23 PM       |
| 8           | 6:50 PM       | 7:18 PM          | 7:45 PM          | 8:13 PM       |

**ALTERNATIVE 2B  
PROPOSED WINTER FERRY SERVICE**  
(ARRIVAL AND DEPARTURE TIMES WILL BE ADJUSTED AFTER FINAL VESSEL AND TERMINAL DESIGNS TO AVOID DOCKING CONFLICTS.)



**HNS-SGY-HNS SUMMER SCHEDULE**

| CIRCUIT NO. | DEPART HAINES | ARRIVE SKAGWAY | DEPART SKAGWAY | ARRIVE HAINES |
|-------------|---------------|----------------|----------------|---------------|
| 1           | 6:00 AM       | 6:53 AM        | 7:15 AM        | 8:08 AM       |
| 2           | 8:30 AM       | 9:23 AM        | 9:45 AM        | 10:38 AM      |
| 3           | 11:00 AM      | 11:53 AM       | 12:15 PM       | 1:08 PM       |
| 4           | 1:30 PM       | 2:23 PM        | 2:45 PM        | 3:38 PM       |
| 5           | 4:00 PM       | 4:53 PM        | 5:15 PM        | 6:08 PM       |
| 6           | 6:30 PM       | 7:23 PM        | 7:45 PM        | 8:38 PM       |

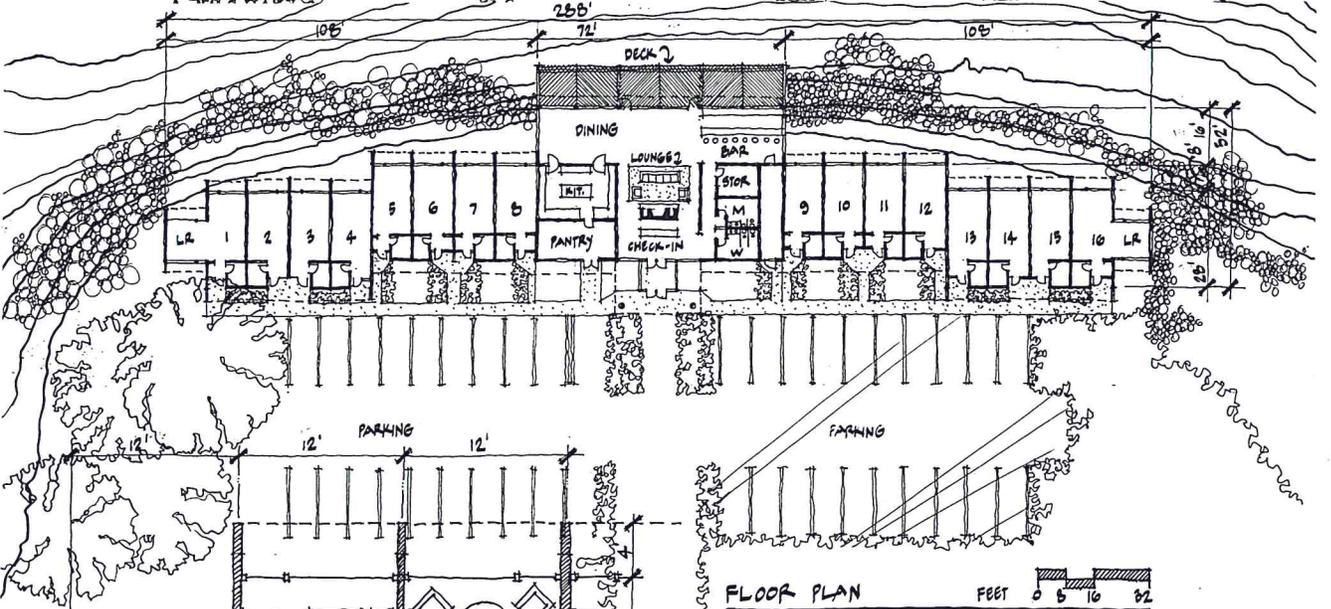
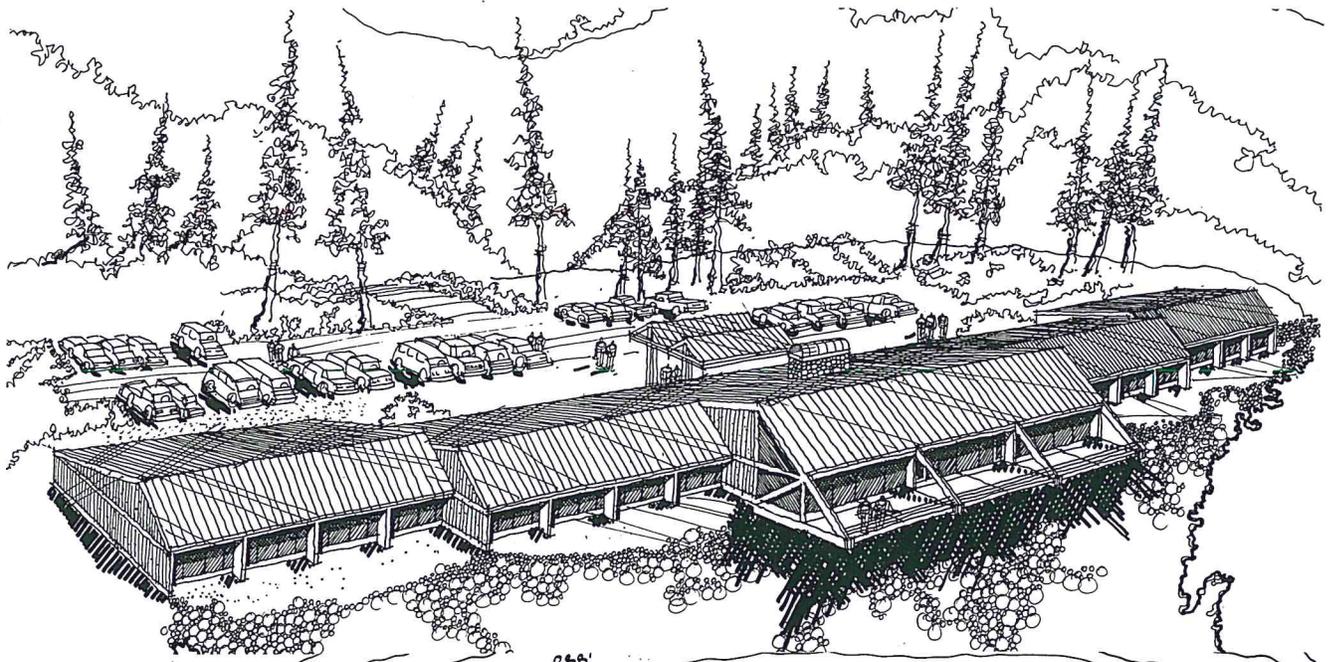
**SGY-KTZ-SGY SUMMER SCHEDULE**

| CIRCUIT NO. | DEPART SKAGWAY | ARRIVE KATZECHIN | DEPART KATZECHIN | ARRIVE SKAGWAY |
|-------------|----------------|------------------|------------------|----------------|
| 1           | 6:00 AM        | 6:54 AM          | 7:15 AM          | 8:09 AM        |
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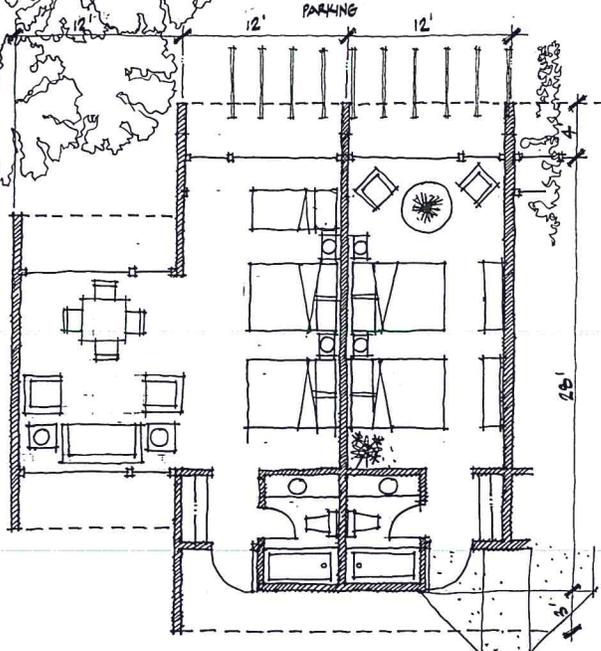
**HNS-KTZ-HNS SUMMER SCHEDULE**

| CIRCUIT NO. | DEPART HAINES | ARRIVE KATZECHIN | DEPART KATZECHIN | ARRIVE HAINES |
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| 1           | 6:00 AM       | 6:28 AM          | 6:55 AM          | 7:23 AM       |
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**ALTERNATIVE 2B**  
**PROPOSED SUMMER FERRY SERVICE**  
 (ARRIVAL AND DEPARTURE TIMES WILL BE ADJUSTED AFTER FINAL VESSEL AND TERMINAL DESIGNS TO AVOID DOCKING CONFLICTS.)



Forty Guest Rooms and Ten for Staff.



TYPICAL ROOM W/ LR      TYPICAL ROOM      JOHN SCHNABEL - OWNER

HAINES • AK      FEET 0 4 8 12

The Grant / Oliver Associates  
 Architecture • Planning • Interiors  
 751 L Street - Anchorage, Alaska 99501-2688

# BIG NUGGET LODGE

PRELIMINARY A.K.

JOHN J. SCHNABEL  
P.O. BOX 149 HAINES, AK 99827  
(907) 766-2228 or Fax (907) 766-2821

To Assembly member \_\_\_\_\_

Subject, Borough Budget and how to improve it.

Tourism could become a year round help if access by road was available to enable Juneau Snowmachine users to leave Friday afternoon and be able to return late Sunday. Many would use vacation time to stay longer. I have been informed that there are over 600 snowmachiners there who are frustrated by there being little snow that restricts use while Haines is blessed with an abundance of snow and unoccupied backcountry. Access to Juneau is a National issue as well as being both State and Local. Time, Inconvience and cost make Juneau expensive but a road would overcome these items and icrease travel to Haines. I urge the Borough to give this deep study for I believe the Ferry will never be changed to let this happen.

Yours Sincerely,



Before leasing our lodging buildings to Constantine Metals I enjoyed the income from renting the place to Juneau Snowmachiners. If a road is built I know that Haines would benefit Economically from this traffic

Suggested letter to all Haines Residents and Property Owners

It would be helpful if you would mark you're your position on the following form and return in the stamped envelope to enable the Borough to have a true picture of Borough residents' views on access to Juneau.

Mark your agreement with X next to the box(s)

\_\_\_\_\_ I favor a road to Juneau

\_\_\_\_\_ I prefer a road to be built on the West side

\_\_\_\_\_ I do not want any road built to Juneau

\_\_\_\_\_ I prefer ferries to provide access to Juneau

Thank you,

Signed

\_\_\_\_\_  
Signature

Name\_\_\_\_\_

Address\_\_\_\_\_

\_\_\_\_\_