
Haines Borough
Borough Assembly Meeting #290
AGENDA

April 28, 2015 - 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 – Museum Report
- 8C – CFO Report
- 8D – Library Report
- 9A – TAB Minutes
- 9B – PSC Minutes
- 9C – PC Minutes
- 9D – PRAC Notes
- 9E – Library Board Minutes
- 11A1 – Resolution 15-04-622
- 11A2 – Resolution 15-04-623
- 11A3 – Resolution 15-04-624
- 11A5 – Resolution 15-04-626
- 11B3 – Ordinance 15-04-409
- 11C2 – Liquor License Renewal

- * 4. **APPROVAL OF MINUTES – 4/14/15 Regular**
5. **PUBLIC COMMENTS** [Any topics not scheduled for public hearing]
6. **MAYOR'S COMMENTS/REPORT**
7. **PUBLIC HEARINGS**
 - A. **Ordinance 15-02-401** – Second Hearing
An Ordinance of the Haines Borough amending Haines Borough Code Title 3, Chapter 70, Section 40 to establish a procedure for community purpose exemptions.
*This ordinance is recommended by the borough manager. It was introduced on 2/10/15. Following the first hearing on 2/24, it was referred to the finance committee and set for a second hearing. The committee has been meeting regularly and needs a little more time. Therefore, the manager's recommendation is to schedule a third hearing for the second meeting in May. **Motion:** Advance Ordinance 15-02-401 to a third public hearing on 5/26/15.*
 - B. **Ordinance 15-03-403** – Second Hearing
An Ordinance of the Haines Borough classifying for disposal the borough-owned property known as the Human Resource Building.
*This ordinance is recommended by the borough manager and planning commission and was introduced on 3/24/15. The first public hearing took place on 4/14/15. **Motion:** Adopt Ordinance 15-03-403.*
 - C. **Ordinance 15-03-404** – Second Hearing
An Ordinance of the Haines Borough amending Haines Borough Code Sub-Section 16.28.010(D) to modify prohibited acts for port and harbor facility users.
*This ordinance is recommended by the Port & Harbor Advisory Committee and was introduced on 3/24/15. The first public hearing took place on 4/14/15. Prior to adoption, the PHAC proposes a few minor adjustments to some of the text. This can be accomplished by amendment motion. **Motion:** Adopt Ordinance 15-03-404.*

7. PUBLIC HEARINGS ---continued---

D. Ordinance 15-04-406 – First Hearing

An Ordinance of the Haines Borough authorizing the Borough Manager to enter into a loan agreement in the amount of up to \$500,000 with the Alaska Department of Environmental Conservation for the Replace Allen Road AC Pipe project.

This ordinance is recommended by the borough manager and was introduced on 4/14/15. The assembly already scheduled the second hearing for 5/12/15. No motion is needed now unless the second hearing date needs to change or some other action is desired.

8. STAFF/FACILITY REPORTS

A. **Borough Manager** – 4/28/15 Report

*B. **Sheldon Museum** – Report of March 2015

*C. **Finance Director Report** – Sales Tax by Activity 2009-2014

*D. **Public Library** – Report of February 2015

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

*A. **Tourism Advisory Board** – Minutes of 3/23/15

*B. **Public Safety Commission** – Minutes of 3/2/15

*C. **Planning Commission** – Minutes of 3/12/15

*D. **Parks & Recreation Advisory Committee** – Notes of 4/9/15 Work session (no quorum for reg. mtg.)

*E. **Library Advisory Board** – Minutes of 2/18/15

F. **Assembly Standing Committee Reports**

10. UNFINISHED BUSINESS

11. NEW BUSINESS

A. Resolutions

* 1. Resolution 15-04-622

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a contract with Machineworks to provide 2015-2016 janitorial services for the Visitor Center and Public Restrooms at the Visitor Center and Port Chilkoot Dock.

*This resolution is recommended by the CED Director. **Motion:** Adopt Resolution 15-04-622.*

* 2. Resolution 15-04-623

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Alaska Fjordlines Inc. for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.

*This resolution is recommended by the harbormaster. **Motion:** Adopt Resolution 15-04-623.*

* 3. Resolution 15-04-624

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Haines-Skagway Fast Ferry, LLC for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.

*This resolution is recommended by the harbormaster. **Motion:** Adopt Resolution 15-04-624.*

4. Resolution 15-04-625

A Resolution of the Haines Borough Assembly supporting the proposed Piedad Springs Water Source Upgrades and authorizing the Borough Manager to acquire, in the best interests of the community, a portion of the property legally described as Lot 1A, Meacock Subdivision for use in that project.

*This resolution is recommended by the Director of Public Facilities. **Motion:** Adopt Resolution 15-04-625.*

* 5. Resolution 15-04-626

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to vacate and transfer a portion of the Mathias Avenue Right of Way to adjoining landowner Louise Smith in exchange for an equal amount of Smith property to be made into a utility easement.

*This resolution is recommended by the Planning Commission and Director of Public Facilities. **Motion:** Adopt Resolution 15-04-626.*

11. NEW BUSINESS ---continued---

6. **Resolution 15-04-627**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute an emergency contract for Letnikof Cove Harbor float repairs or another cost-effective solution for an amount not to exceed \$200,000.

*This resolution is recommended by the Port and Harbor Advisory Committee and Director of Public Facilities. **Motion:** Adopt Resolution 15-04-627.*

B. Ordinances for Introduction

1. **Ordinance 15-04-407**

An Ordinance of the Haines Borough, Alaska, providing for the establishment and adoption of the budget of the Haines Borough for the period July 1, 2015 through June 30, 2016.

*This ordinance is recommended by the borough manager. **Motion:** Introduce Ordinance 15-04-407 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15.*

2. **Ordinance 15-04-408**

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. **Motion:** Introduce Ordinance 15-04-408 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15.*

* 3. **Ordinance 15-04-409**

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Section 18.100.025 to allow with planning commission approval lot line adjustments and lot consolidations resulting in lot(s) non-conforming in size.

*This ordinance is recommended by the planning commission. **Motion:** Introduce Ordinance 15-04-409 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15.*

C. Other New Business

1. **Board Appointments**

*An appointment application has been received for a seat on the Parks & Rec Committee. With only three members, the committee is currently unable to establish a quorum to make a recommendation. The mayor plans to make the appointment and seeks assembly confirmation. **Motion:** Confirm the mayor's appointment of Tresham Gregg to the Parks and Recreation Advisory Committee for a term ending 11/30/17.*

* 2. **Liquor License Renewal – Captain's Choice Motel**

The Alaska Alcohol Beverage Control Board has notified the borough of a pending liquor license renewal for the Captain's Choice Motel. The Board, prior to its final approval, is giving the local government an opportunity to make a statement, if so desired. Since this is a preexisting liquor license, assembly action is optional.

3. **Hire Confirmation - Harbormaster**

*This is a department head position hired by the manager but it must be confirmed by the assembly. **Motion:** Confirm the borough manager's decision to hire Shawn Bell as Harbormaster.*

4. **Hire Confirmation - Interim Director of Public Facilities**

*This is a department head position hired by the manager but it must be confirmed by the assembly. **Motion:** Confirm the borough manager's decision to hire Brian Lemcke as Interim Director of Public Facilities.*

12. CORRESPONDENCE/REQUESTS

A. GPS Reporting Policy and Special Permits – T. Ely

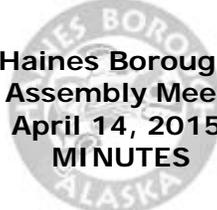
13. SET MEETING DATES

A. BOE Training – Wednesday, May 6, 5:00 p.m.

14. PUBLIC COMMENTS

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

16. ADJOURNMENT


Haines Borough
Borough Assembly Meeting #289
April 14, 2015
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 Diana **LAPHAM**, Joanne **WATERMAN**, Ron **JACKSON**, Mike **CASE**, Dave **BERRY, Jr.**, and George **CAMPBELL**.
Staff Present: David **SOSA**/Borough Manager, Julie **COZZI**/Borough Clerk, Bill **MUSSER**/Chief of Police, Carlos **JIMENEZ**/Director of Public Facilities, Shawn **BELL**/Interim Harbormaster, Bill **MANDEVILLE**/Community & Economic Development Director, Krista **KIELSMEIER**/Deputy Clerk, and Patty **BROWN**/Library Director.
Visitors Present: Karen **GARCIA**/CVN, Margaret **FRIEDENAU**/KHNS, Becky **NASH**, Dana and Tish **HALLETT**, Robert **VENABLES**, Stephanie **SCOTT**, Debra **SCHNABEL**, 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
- 8B – Museum Report
- 8C – Fire Dept. Report
- 8D – Chilkat Center Report
- 9A – PHAC Minutes
- 11A1 – Resolution 15-04-619
- 11A2 – Resolution 15-04-620
- 11A3 – Resolution 15-04-621
- 11B1 – Ordinance 15-04-405
- 11B2 – Ordinance 15-04-406
- 11C1 – Liquor License Premises Extension, Distillery
- 12A – Correspondence, Yukon F&G Assn

Motion: **BERRY** moved to “approve the agenda/consent agenda,” and it was amended to 1) remove item 11B1 (Ordinance 15-04-405) from the agenda and refer it to the Government Affairs & Services Committee and 2) remove Item 12A (Correspondence) from the consent agenda. The motion to approve the agenda, as amended, carried unanimously.

- *4. **APPROVAL OF MINUTES** – 3/24/15 Regular
The motion adopted by approval of the consent agenda: “approve minutes of the 4/14/15 borough assembly regular meeting.”

5. **PUBLIC COMMENTS**

NASH – Retain Mosquito Lake School facility (provided written comments)

D.HALLETT – Retain Mosquito Lake School facility and provide funds for operation and maintenance (provided written comments)

T.HALLETT – Presented plan for retaining & utilizing Mosquito Lake School facility (written plan submitted)

VENABLES – 1) Supports retention of Mosquito Lake School facility. 2) Consider sending a delegation to Juneau to meet with the governor and others regarding issues of local concern related to the state budget.

SCOTT – 1) Training & manual for the boards is needed. 2) Thanked mayor for moving the public comment ordinance to the Government Affairs & Services Committee.

6. **MAYOR’S COMMENTS/REPORT**

Mayor **HILL** made comments on the following: 1) condolences to the family of former mayor Bob Henderson who recently passed away. 2) State legislative session. She thanked the community for the many efforts made to contact state legislators regarding various matters of concern, as well as the

KNHS news director for taking the time to interview the manager and mayor regarding the administration's efforts to interact with legislators. 3) Lookout Park. She clarified she referred this issue jointly to the Planning Commission and Parks & Recreation Advisory Committee. Today, she added the Tourism Advisory Board. It was not her intention for the groups to meet individually. She would like to see the three groups form an ad hoc subcommittee made up of representatives from each group.

A. Results of Borough Manager's Performance Evaluation

Mayor **HILL** said the manager's overall job rating was 4.1 which exceeds job standards. He is eligible and deserving of the salary increase per his employment contract. **SOSA** volunteered to forego his FY16 wage increase due to budget concerns and asked the assembly to amend the proposed FY16 budget to reflect that.

7. PUBLIC HEARINGS

A. Ordinance 15-03-402 – Second Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Title 3 Subsection 3.80.090 to modify the threshold for eligibility for quarterly sales tax filing.

Mayor **HILL** opened and closed the public hearing at 7:04 p.m.; there were no public comments.

Motion: **BERRY** moved to "adopt Ordinance 15-03-402," and the motion carried unanimously in a roll call vote.

B. Ordinance 15-03-403 – First Hearing

An Ordinance of the Haines Borough classifying for disposal the borough-owned property known as the Human Resource Building.

Mayor **HILL** opened and closed the public hearing at 7:06 p.m.; there were no public comments.

Note: The assembly had already scheduled the second hearing for 4/28/15, so no motion was needed now unless the second hearing date needed to change or some other action was desired.

C. Ordinance 15-03-404 – First Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Sub-Section 16.28.010(D) to modify prohibited acts for port and harbor facility users.

Mayor **HILL** opened and closed the public hearing at 7:07 p.m.; there were no public comments.

Note: The assembly had already scheduled the second hearing for 4/28/15, so no motion was needed now unless the second hearing date needed to change or some other action was desired.

8. STAFF/FACILITY REPORTS

A. Borough Manager – 4/14/15 Report

The manager summarized his written report. There were questions about the heliskiing complaints, and **SOSA** responded no allegations were substantiated. All complaint investigations have been handled internally using staff time. The five random GPS checks will be processed through the borough's contract with Takshanuk Watershed Council.

- * **B. Sheldon Museum** – Staff Report of February 2015
- * **C. Fire Department** – Staff Report of March 2015
- * **D. Chilkat Center** – Facility Report of March 2015

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

- * **A. Port & Harbor Advisory Committee** – Minutes of 2/23/15 and 3/6/15
- B. Assembly Standing Committee Reports**

1. Finance Committee Report – Community Purpose Exemptions

WATERMAN appreciates the group representatives and the staff for attending the meetings to help the committee come up with a workable ordinance to present to the assembly. She is very optimistic.

10. UNFINISHED BUSINESS - None

11. NEW BUSINESS

A. Resolutions

- * **1. Resolution 15-04-619**

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a construction contract with Southeast Road Builders for the Allen Road 2015 Water System Upgrade project for an amount not to exceed \$468,748.

The motion adopted by approval of the consent agenda: "adopt Resolution 15-04-619."

- *2. Resolution 15-04-620**
A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a construction contract with Premier Electric for the Haines Borough Vocational Education Building Upgrade project for an amount not to exceed \$750,000.

The motion adopted by approval of the consent agenda: "adopt Resolution 15-04-620."

- *3. Resolution 15-04-621**
A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a construction contract with the Alaska Department of Transportation and Public Facilities to chip seal a 1.1-mile portion of Chilkat Lake Road for an amount not to exceed \$137,879.

The motion adopted by approval of the consent agenda: "adopt Resolution 15-04-621."

B. Ordinances for Introduction

- 1. Ordinance 15-04-405 – Removed from the Agenda**
An Ordinance of the Haines Borough amending Haines Borough Code Title 2 to adjust the order of business for borough assembly meetings.

Note: this agenda item was removed during approval of the agenda and referred to the Government Affairs and Services Committee.

- *2. Ordinance 15-04-406**
An Ordinance of the Haines Borough authorizing the Borough Manager to enter into a loan agreement in the amount of up to \$500,000 with the Alaska Department of Environmental Conservation for the Replace Allen Road AC Pipe project.

The motion adopted by approval of the consent agenda: "introduce Ordinance 15-03-404 and schedule a first public hearing for 4/28/15 and a second public hearing for 5/12/15."

C. Other New Business

- *1. Liquor License Premises Extension – Port Chilkoot Distillery**

Note: the Alaska Alcohol Beverage Control (ABC) Board notified the borough of a pending liquor license premises extension request from the distillery. The business wished to construct an outside patio addition. The ABC Board's final decision was pending local government review of the diagram included in the packet.

The motion adopted by approval of the consent agenda: "the Assembly does not object to the ABC Board's approval of the liquor license premises extension for Port Chilkoot Distillery."

Reconsideration of 4/14/15 Motion Related to the 65% Harbor Plans

Motion to Reconsider: JACKSON moved to reconsider his vote for the 3/24/15 motion: "extend the comment period to the next assembly meeting," and the motion **FAILED** 1-5 with **WATERMAN, CASE, LAPHAM, BERRY,** and **CAMPBELL** opposed.

12. CORRESPONDENCE/REQUESTS

A. Yukon Fish and Game Association – Re. Alaska Fishing

CAMPBELL appreciated this letter. The reciprocal license program affects tourism dollars. He suggested the borough send a reply.

13. SET MEETING DATES

- A. Board of Equalization** – 6:00 p.m., Monday, May 11
B. Additional Budget COW – 5:30 p.m., Monday, April 20
C. Finance Committee – 4:00 p.m., Monday, April 20, Topic: Community Purpose Exemptions

D. Government Affairs & Services Committee - 5:30 p.m., Wednesday, April 22, Topics: 1) Ordinance 15-01-398 (Temporary Residence Permits), and 2) Ordinance 15-04-405 (Second Public Comment Period)

14. PUBLIC COMMENTS

FRIEDENAUR – Opposed to removing the second public comment period from assembly agendas.

SCHNABEL – 1) Wants to understand the timeline for spending the grant funds for the harbor expansion project. Is it negotiable? 2) April 23, 4:30-6:30pm, ANB Hall, the Chamber of Commerce is holding a community meeting to learn about the actions of the current legislative session. There will be a panel with presentations and questions.

DENKER – 1) Opposed to removing the second public comment period from assembly agendas. 2) Difficult to attend daytime meetings if you work, so minutes are necessary to keep the citizens informed. Board training will help. Minutes of meetings can help prevent surprises by keeping the public informed of the topics a board is addressing and the actions taken.

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

CASE – 1) Appreciates entity involvement in the Finance Committee's Community Purpose Exemption discussions. 2) Appreciated **DENKER**'s comments. 3) Sorry he couldn't support **JACKSON**'s motion to reconsider but the timing is not good.

BERRY – Agreed with **DENKER** that it's hard when meetings are held during the day when people are at work. If at all possible, he would like to see meetings held after normal work hours.

JACKSON – Appreciates the foods exhibit currently on display at the Sheldon Museum and complimented them for a job well-done.

CAMPBELL – 1) A recent house guest of his had an encounter with a police officer and complimented him for being nice to interact with. 2) He couldn't support **JACKSON**'s motion to reconsider because the comment period is not the issue. However, he does takes exception to the notion the borough must spend money on the harbor just because it's there to spend.

WATERMAN – Noted one of the manager's goals is to make sure board training happens.

16. ADJOURNMENT – 7:57 p.m.

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

ATTEST:

Janice Hill, Mayor

Julie Cozzi, MMC, Borough Clerk



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 15-549

Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Community Purpose Exemption Standards & Requirements	1. Ordinance 15-02-401, current draft as introduced by the assembly on 2/24/15 2. DRAFT substitute ordinance (this is still a work in progress at the committee level) 3. Public Comment
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 2/9/15	

Full Title/Motion:
Motion: Advance Ordinance 15-02-401 to a third public hearing on 5/26/15.

Administrative Recommendation:
This ordinance is recommended by the Borough Manager.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	TBD; + or - to property tax receipts

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

Summary Statement:
Borough code does not currently define "community purpose" or prescribe standards and requirements. This ordinance was drafted by staff in conjunction with the borough attorney and was reviewed by the manager's community purpose working group that included community representation. The proposed ordinance replaces HBC 3.70.040 (D) and replaces the permanent exemptions granted in code.

On 3/10/15, this ordinance was referred to the Finance Committee. That committee has been regularly meeting with nonprofit representatives and borough staff to develop a substitute ordinance for consideration. That ordinance is not quite ready, but the second public hearing had already been scheduled. A third public hearing is recommended for the second meeting in May to provide the committee with time to complete the substitute ordinance. They have another meeting scheduled for 4/30.

Referral:
Referred to: Finance Committee Referral Date: 3/10/15
Recommendation: In progress... Meeting Date: 3/16,4/8,4/13,4/20

Assembly Action:
Meeting Date(s): 2/24, 3/10, 4/28/15 Public Hearing Date(s): 3/10, 4/28/15
Postponed to Date:

An Ordinance of the Haines Borough amending Haines Borough Code Title 3, Chapter 70, Section 40 to establish a procedure for community purpose exemptions.

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. Effective Date. This ordinance is effective upon adoption.

Section 3. Amendment of Section 3.70.040 Section 3.70.040 of the Haines Borough Code is hereby amended to read as follows:

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

3.70.040 Local exemptions and exclusions.

A. The following property is exempt from general taxation:

1. Business inventory and items held for resale;
2. All motor vehicles which are subject to the motor vehicle registration tax described in Chapter 3.85 HBC.

B. The assembly may by ordinance exempt or partially exempt from taxation privately owned land, wetland and water areas for which a scenic, conservation, or public recreation use easement is granted to the borough. To be eligible for a tax exemption, or partial exemption, the easement must be in perpetuity. However, the easement is automatically terminated before an eminent domain taking of fee simple title or less than fee simple title to the property, so that the property owner is compensated at a rate that does not reflect the easement grant.

C. The increase in assessed value of improvements to real property shall be exempt from taxation if an increase in assessed value is directly attributable to alteration of the natural features of the land or to new maintenance, repair or renovation of an existing structure, and if the alteration, maintenance, repair, or renovation, when completed, enhances the exterior appearance or aesthetic quality of the land or structure.

An exemption may not be allowed under this subsection for the construction of an improvement to a structure if the principal purpose of the improvement is to increase the amount of space of occupancy or nonresidential use in the structure or for the alteration of land as a consequence of construction activity. An exemption provided in this subsection shall continue for four years from the date the improvement is completed, or from the date of approval for the exemption by the assessor, whichever is later.

~~D. Pursuant to AS 29.45.050(b)(1)(A), the below-listed properties shall remain exempt from property taxation so long as they remain the property of their present owners (organizations not organized for business or profitmaking purposes) and so long as they remain used exclusively for community purposes:-~~

~~1. Southeast Alaska Fairgrounds: that area containing 42 acres, more or less, in USS 735, currently owned by Southeast Alaska State Fair, Inc.;~~

~~2. Port Chilkoot Parade Ground, currently owned by Alaska Indian Arts, Inc., that area surrounding Block G, Port Chilkoot Subdivision, containing 7.58 acres, more or less, not used for commercial purposes;~~

~~3. Land and improvements situated on Lots 1 through 7, Block O, Presbyterian Mission Subdivision, currently owned by the American Bald Eagle Foundation;~~

~~4. Land and improvements situated on Small Tracts Road, specifically the north 300 feet of the west 100 feet of Lot 40, Section 2, Township 31 South, Range 59 East, of the Copper River Meridian, currently owned by the Haines Animal Rescue Kennel;~~

~~5. Charles Anway Cabin: land and improvements situated on Lot 2C within the resubdivision of Lot 2, Meacock Subdivision within Survey 206 currently owned by the Chilkat Valley Historical Society;~~

~~6. Land and improvements situated on Lots 1 through 5, Block 12, and Lots 5 through 8, Block 6, Townsite, currently owned by Takshanuk Watershed Council.~~

D. Community purpose exemption. The borough exempts from taxation the real property of an organization not organized for business or profit-making purposes and used exclusively for community purposes, provided that income derived from rental of that property does not exceed the actual cost to the owner of the use by the renter.

1. In order to qualify for this exemption:

a. The property owner must be a not-for-profit entity having a current 501(c)(3) or 501(c)(4) exemption ruling from the Internal Revenue Service;

b. The property must be used exclusively for community purposes; and

c. All income derived from rental of the property does not exceed the actual cost to the owner of the use by the renter(s).

2. The property may be apportioned, according to physical space, into community-purpose and non-community-purpose space. The smallest practical portion integrally related to the property for the actual and exclusive use as community purposes may be eligible for the exemption.

3. In determining whether the property is used exclusively for a community purpose, the borough assessor may consider, but is not limited to considering, the portion of the community that directly benefits from the property's use, the portion of the community that has direct use of the property, any entrance, membership or other fee the organization charges, if the property is actively being used for the activities of the organization as well as the overall benefit to the community the use provides in relation to the loss of revenue resulting from an exemption. The assessor may disregard *de minimus* non-community purpose use. The borough administration may adopt a written policy setting forth additional community purpose standards and requirements, including standards and requirements applicable to housing serving a community purpose.

4. "Actual cost to the owner" shall include any costs that, in the reasonable judgment of the borough assessor, the owner incurred that would have been avoided but for the rental. The borough administration may adopt a written policy setting forth specific costs that may and may not be considered.

5. An exemption may not be granted under this subsection except upon written application for the exemption on a form provided by the borough assessor. The applicant must also submit an affidavit, supplied by the borough, attesting that the applicant meets the subscribed criteria. The assessor shall require proof, in the form the assessor considers necessary, of the right to and amount of an exemption claimed under this subsection. The assessor may require additional proof under this section at any time. If the applicant fails to respond to a request for additional proof, such failure may be considered by the assessor in determining whether to grant the exemption.

6. The claimant must file the application no later than March 31st of the assessment year for which the exemption is sought. The claimant must file a separate application for each assessment year in which the exemption is sought.

7. If an application is filed by the deadline and approved by the assessor, the assessor shall allow an exemption in accordance with the provisions of this section. If the claimant has already paid taxes for that year prior to approval of a timely application, the exempted tax amount, without interest, shall be refunded to the claimant.

8. Upon receipt of the completed application, any additional proof required, and affidavit, the borough assessor shall evaluate the request and grant or deny the exemption within 30 borough business days. If denied, the borough assessor shall specify the reasons for the denial.

9. A person may appeal the denial of an exemption granted under this subsection either to the board of equalization or to the Superior Court in accordance with HBC 3.72.100 through 3.72.120.

E. The borough exempts from taxation an interest, other than record ownership, in real property of an individual residing in the property if the property has been developed, improved, or acquired with federal funds for low-income housing and is owned or managed as low-income housing by the Alaska Housing Finance Corporation under AS 18.55.100 through 18.55.960 or a regional housing authority formed under AS 18.55.996.

F. Any firm that begins operation after July 1, 1986, in the Haines Borough to process timber after it has been delivered to the processing site, if the firm has a yearly payroll of at least \$250,000, shall have 75 percent of the real property exempted from taxation for a period of five years.

~~G. Land and improvements situated on Lots 17, 19, 22, 23, and 24, Block F, Mission Subdivision, owned by Haines Senior Citizens' Center, Inc.~~

~~H. Land and improvements in the SE1/4, SE1/4, Section 22, T28S, R55E, CRM, managed by Klehini Valley Sports and Recreation. This exemption shall require a review on a yearly basis and becomes void if property is not used exclusively for nonprofit recreation.~~

I. Hardship Exemption. That portion of the property tax levied on the residence of a qualified senior citizen or disabled veteran who applies for the exemption and meets the standards set forth in 3 AAC 135.040(b) and (c), which exceeds two percent of their gross household income.

1. In order to qualify for this exemption, the applicant must:

a. Have gross family income, from all sources in the prior year, which does not exceed 135 percent of the poverty guideline as established by the United States Department of Health and Human Services for a similar sized household in the state of Alaska for the year requested;

b. Be eligible for a permanent fund dividend under AS 43.23.005 for the same year or for the immediately preceding year;

c. Not own more than one parcel of real property in Alaska on the date of application, excluding an adjacent parcel that is necessary for the use of the primary residence; and

d. Have net worth as of the date of application of less than \$250,000 including the first \$150,000 of the market value of the principal residence of the applicant.

2. This exemption will be apportioned in the same manner and formula as applied to the standard senior citizen/disabled veteran exemption previously granted.

3. An exemption may not be granted under this subsection except upon written application for the exemption on a form provided by the borough assessor. The applicant must also submit an affidavit, supplied by the borough, attesting that the applicant meets the subscribed criteria. The assessor shall require proof, in the form the assessor considers necessary, of the right to and amount of an exemption claimed under this subsection, and shall require a disabled veteran claiming an exemption to provide evidence of disability rating. The assessor may require additional proof under this section at any time. If the applicant fails to respond to a request for additional proof, such failure may be considered by the assessor in determining whether to grant the exemption.

4. The claimant must file the application no later than March 31st of the assessment year for which the exemption is sought. The claimant must file a separate application for each assessment year in which the exemption is sought.

5. If an application is filed by the deadline, and approved by the assessor, the assessor shall allow an exemption in accordance with the provisions of this section. If the claimant has already paid taxes for that year prior to approval of a timely application, the exempted tax amount shall be refunded to the claimant.

6. If an otherwise qualified claimant is unable to comply with the March 31st application filing deadline, the claimant may submit an application to the assessor's office for review by the assembly. If the claimant has submitted a valid application, the assembly may, by resolution, waive the claimant's failure to file the application by the March 31st deadline, and authorize the assessor to accept the application as if timely filed. For purposes of this subsection, an inability to comply must be caused by a serious medical condition of the applicant or member of the applicant's family, or an extraordinary event beyond the claimant's control. No late applications can be submitted after November 1st of the qualifying year. This section does not create any private rights whatsoever, nor does it in any manner require the assembly to introduce or adopt any such resolution.

7. Upon receipt of the completed application, any additional proof required, and affidavit, the borough assessor shall evaluate the request and grant or deny the hardship exemption within 15 borough business days. If denied, the borough assessor shall specify the reasons for the denial.

8. A person may appeal the apportionment of a hardship exemption granted under this chapter or a denial of an application to the board of equalization in accordance with HBC 3.72.100 through 3.72.120.

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: 02/24/15
Date of First Public Hearing: 03/10/15
Date of Second Public Hearing: 04/28/15
Date of Third Public Hearing: ___/___/___

Draft Substitute - still a work in progress

HAINES BOROUGH, ALASKA
ORDINANCE No. 15-xx-xxx

An Ordinance of the Haines Borough amending Haines Borough Code Title 3, Chapter 70, Section 40 to establish a procedure for community purpose exemptions.

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. Effective Date. This ordinance is effective upon adoption.

Section 3. Amendment of Section 3.70.040 Section 3.70.040 of the Haines Borough Code is hereby amended to read as follows:

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

3.70.040 Local exemptions and exclusions.

A. The following property is exempt from general taxation:

1. Business inventory and items held for resale;
2. All motor vehicles which are subject to the motor vehicle registration tax described in Chapter 3.85 HBC.

B. The assembly may by ordinance exempt or partially exempt from taxation privately owned land, wetland and water areas for which a scenic, conservation, or public recreation use easement is granted to the borough. To be eligible for a tax exemption, or partial exemption, the easement must be in perpetuity. However, the easement is automatically terminated before an eminent domain taking of fee simple title or less than fee simple title to the property, so that the property owner is compensated at a rate that does not reflect the easement grant.

C. The increase in assessed value of improvements to real property shall be exempt from taxation if an increase in assessed value is directly attributable to alteration of the natural features of the land or to new maintenance, repair or renovation of an existing structure, and if the alteration, maintenance, repair, or renovation, when completed, enhances the exterior appearance or aesthetic quality of the land or structure.

An exemption may not be allowed under this subsection for the construction of an improvement to a structure if the principal purpose of the improvement is to increase the amount of space of occupancy or nonresidential use in the structure or for the alteration of land as a consequence of construction activity. An exemption provided in this subsection shall continue for four years from the date the improvement is completed, or from the date of approval for the exemption by the assessor, whichever is later.

~~D. Pursuant to AS 29.45.050(b)(1)(A), the below-listed properties shall remain exempt from property taxation so long as they remain the property of their present owners (organizations not organized for business or profitmaking purposes) and so long as they remain used exclusively for community purposes:~~

- ~~1. Southeast Alaska Fairgrounds: that area containing 42 acres, more or less, in USS 735, currently owned by Southeast Alaska State Fair, Inc.;~~

2. Port Chilkoot Parade Ground, currently owned by Alaska Indian Arts, Inc., that area surrounding Block G, Port Chilkoot Subdivision, containing 7.58 acres, more or less, not used for commercial purposes;

3. Land and improvements situated on Lots 1 through 7, Block O, Presbyterian Mission Subdivision, currently owned by the American Bald Eagle Foundation;

4. Land and improvements situated on Small Tracts Road, specifically the north 300 feet of the west 100 feet of Lot 40, Section 2, Township 31 South, Range 59 East, of the Copper River Meridian, currently owned by the Haines Animal Rescue Kennel;

5. Charles Anway Cabin: land and improvements situated on Lot 2C within the resubdivision of Lot 2, Meacock Subdivision within Survey 206 currently owned by the Chilkat Valley Historical Society;

6. Land and improvements situated on Lots 1 through 5, Block 12, and Lots 5 through 8, Block 6, Townsite, currently owned by Takshanuk Watershed Council.

D. Community purpose exemption. The borough exempts from taxation the real property of an organization not organized for business or profit-making purposes and used exclusively for community purposes, provided that income derived from rental of that property does not exceed the actual cost to the owner of the use by the renter.

1. In order to determine that a property qualifies for this exemption, the borough may consider various factors including, but not limited to:

a. The property's availability to public use regardless of sex, race, creed, color, sexual orientation, or national origin;

b. That the applicant organization is ~~qualified as~~ an exempt organization under Section 501(c)(3) of the Internal Revenue Code, as amended from time to time;

c. Whether, any part of the net earnings of the applicant inures to the benefit of any private entity or individual;

d. No evidence of a dominant financial motive such as excessive charges, excessive employee compensation, or rental income that exceeds operating expenses;

e. No evidence that the property is being used to financially benefit any officer, trustee, director, shareholder, member, or contributor, of the applicant;

f. Ensuring that the property is used for the actual operation of at least one community activity;

g. That the fees and charges for the use of such property and facilities thereon do not effectively deny to a significant portion of the borough the privileges and benefits provided by the property;

h. Determining that the applicant organization is governed by a volunteer board of directors;

i. ~~The~~ The benefits provided to the community by the organization warrant the value of the exemption

j. Considering whether substantially similar community benefits are available through other entities; and

k. Considering the degree to which the organization's use of the property impacts the quality of life of borough residents.

The borough administration may adopt a written policy setting forth additional community purpose standards and requirements, including standards and requirements applicable to housing serving a community purpose. Such written policy will be approved by the Borough Assembly via resolution

2. A property may be apportioned into community-purpose and non-community-purpose areas in order to calculate a partial exemption if appropriate. Only that portion of the property that is actually used exclusively for the purpose of providing a benefit to the community is eligible for the exemption.

3. The assessor may disregard insignificant ~~de minimus~~ non-community purpose use.

4. "Actual cost to the owner" shall include any costs that, in the reasonable judgment of the borough assessor, the owner incurred in its calendar or fiscal year for the purpose of renting the property that would have been avoided but for the rental. The borough administration may adopt a written policy setting forth specific costs that may and may not be considered. Such policy will be approved by the Assembly via resolution

5. An exemption may ~~not~~ be granted under this subsection ~~except~~ upon written application ~~for the exemption~~ on a form provided by the borough assessor. The assessor shall require proof ~~as necessary in the form the assessor considers necessary of the right to and amount of an exemption claimed under this subsection and. The assessor may~~ require additional proof under this section at any time. If the applicant fails to respond to a request for additional proof, the failure may be considered in determining whether to grant the exemption.

6. The claimant must file the application no later than March 31st of the assessment year for which the exemption is sought with a January 1 Tax Day. Once approved, claimants retain the exemption for a period of three years and must submit annual validation statements to the assessor no later than March 31st of each year in which the exemption remains valid. The claimant must file a separate application by March 31 in the year in which an exemption expires. For the calendar year in which this Ordinance is passed claimants will have until 60 days after the adoption of this Ordinance to file an application. Organizations that have an exemption granted under the prior standard will retain their exemption for tax year 2015 but will be required to submit an application beginning with tax year 2016.

7. Upon receipt of an application the borough assessor shall evaluate the request and recommend within 30 Borough business days that the Borough assembly grant or deny the exemption and specify his reasons for recommending or not recommending the exemption. The assessor shall then forward the application to the assembly for action. If an application is filed by the deadline and approved by the assessor, the assessor shall allow an exemption in accordance with the provisions of this section. If the claimant has already paid taxes for that year prior to approval of a timely application, the exempted tax amount, without interest, shall be refunded to the claimant.

8. If approved by the Assembly, the assessor shall allow an exemption in accordance with the provisions of this section. If the claimant has already paid taxes for that year prior to approval of a timely application, the exempted tax amount, without interest, shall be refunded to the claimant.

~~Upon receipt of the completed application, any additional proof required, and affidavit, the borough assessor shall evaluate the request and grant or deny the exemption within 30 borough business days. If denied, the borough assessor shall specify the reasons for the denial.~~

~~9. A person may appeal the denial or approval of an exemption granted under this subsection to Superior Court either to the Assembly in accordance with HBC 3.72.100 through 3.72.120.~~

E. The borough exempts from taxation an interest, other than record ownership, in real property of an individual residing in the property if the property has been developed, improved, or acquired with federal funds for low-income housing and is owned or managed as low-income housing by the Alaska Housing Finance Corporation under AS 18.55.100 through 18.55.960 or a regional housing authority formed under AS 18.55.996.

~~G. Land and improvements situated on Lots 17, 19, 22, 23, and 24, Block F, Mission Subdivision, owned by Haines Senior Citizens' Center, Inc.~~

~~H. Land and improvements in the SE1/4, SE1/4, Section 22, T28S, R55E, CRM, managed by Klehini Valley Sports and Recreation. This exemption shall require a review on a yearly basis and becomes void if property is not used exclusively for nonprofit recreation.~~

F. Hardship Exemption. That portion of the property tax levied on the residence of a qualified senior citizen or disabled veteran who applies for the exemption and meets the standards set forth in 3 AAC 135.040(b) and (c), which exceeds two percent of their gross household income.

1. In order to qualify for this exemption, the applicant must:

a. Have gross family income, from all sources in the prior year, which does not exceed 135 percent of the poverty guideline as established by the United States Department of Health and Human Services for a similar sized household in the state of Alaska for the year requested;

b. Be eligible for a permanent fund dividend under AS 43.23.005 for the same year or for the immediately preceding year;

c. Not own more than one parcel of real property in Alaska on the date of application, excluding an adjacent parcel that is necessary for the use of the primary residence; and

d. Have net worth as of the date of application of less than \$250,000 including the first \$150,000 of the market value of the principal residence of the applicant.

2. This exemption will be apportioned in the same manner and formula as applied to the standard senior citizen/disabled veteran exemption previously granted.

3. An exemption may not be granted under this subsection except upon written application for the exemption on a form provided by the borough assessor. The applicant must also submit an affidavit, supplied by the borough, attesting that the applicant meets the subscribed criteria. The assessor shall require proof, in the form the assessor considers necessary, of the right to and amount of an exemption claimed under this subsection, and shall require a disabled veteran claiming an exemption to provide evidence of disability rating. The assessor may require additional proof under this section at any time. If the applicant fails to respond to a request for additional proof, such failure may be considered by the assessor in determining whether to grant the exemption.

4. The claimant must file the application no later than March 31st of the assessment year for which the exemption is sought. The claimant must file a separate application for each assessment year in which the exemption is sought.

5. If an application is filed by the deadline, and approved by the assessor, the assessor shall allow an exemption in accordance with the provisions of this section. If the claimant has already paid taxes for that year prior to approval of a timely application, the exempted tax amount shall be refunded to the claimant.

6. If an otherwise qualified claimant is unable to comply with the March 31st application filing deadline, the claimant may submit an application to the assessor's office for review by the assembly. If the claimant has submitted a valid application, the assembly may, by resolution, waive the claimant's failure to file the application by the March 31st deadline, and authorize the assessor to accept the application as if timely filed. For purposes of this subsection, an inability to comply must be caused by a serious medical condition of the applicant or member of the applicant's family, or an extraordinary event beyond the claimant's control. No late applications can be submitted after November 1st of the qualifying year. This section does not create any private rights whatsoever, nor does it in any manner require the assembly to introduce or adopt any such resolution.

7. Upon receipt of the completed application, any additional proof required, and affidavit, the borough assessor shall evaluate the request and grant or deny the hardship exemption within 15 borough business days. If denied, the borough assessor shall specify the reasons for the denial.

8. A person may appeal the apportionment of a hardship exemption granted under this chapter or a denial of an application to the board of equalization in accordance with HBC 3.72.100 through 3.72.120.

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: __/__/15
Date of First Public Hearing: __/__/__
Date of Second Public Hearing: __/__/__

Stephanie Scott
Box 431
Haines, Alaska 99827
sscott@aptalaska.net

TO: Haines Borough Assembly Finance Committee Chair Joanne Waterman, Finance Committee Members Mike Case, Ron Jackson

CC: Major Jan Hill, Assembly Members Campbell, Lapham, Berry; David Sosa, Borough Manager; Julie Cozzi, Borough Clerk,

FROM: Stephanie Scott

RE: Ordinance 15-02-401, Community Purpose Exemption

DATE: March 19, 2015

1) I appreciate that some sections of the new Section D of HBC 3.70.040 Local Exemptions and Exclusions are repeats of existing language in code. Five of the standards applied to the process for qualifying for a Hardship Exemption (I3,4,5 and I 7,8) are now being applied to the process for qualifying for a Community Purpose Exemption (D5-9). That being said, there is a difference in the time frames for Assessor response: it is 15 days for the Hardship Exemption (I7) and 30 days for the Community Purpose Exemption (D8).¹

Suggestion: Why not take this opportunity to align these processes and make the time frames the same? It should be easier for everyone – staff and residents – if time frames for all exemption processes are the same.

2) Section F (HBC 3.70.040 (F) is an economic incentive.² The Assembly has shown an interest in providing economic incentives for private sector development. The Manager did produce a draft tax and business incentive ordinance but it is a

¹ D8 of the Community Purpose exemption says that the Borough Assessor shall “evaluate the request and grant or deny the exemption within 30 borough business days.” I7 of the Hardship section says that the Borough Assessor shall “evaluate the request and grant or deny the hardship exemption within 15 borough business days.” Take advantage of this opportunity to align the processes. This makes it easier for residents.

² (F) Any firm that begins operation after July 1 1986, in the Haines Borough to process timber after it has been delivered to the processing site, if the firm has a yearly payroll of at least \$250,000, shall have 75 percent of the real property exempted from taxation for a period of five years.

document still in the very beginning stages of development. I attached the draft of that ordinance when I distributed this comment to the Assembly and Administration on March 16th but I am omitting it for the sake of brevity with respect to the development of the meeting packet for the April meeting.

Suggestion: Section F should be repealed and included in a tax and business incentive ordinance. If retained, it should be adjusted for 2015 dollars and consideration should be given to other development – fish processing, mineral extraction, tourism, agriculture, etc.

3) Sections D 1-3: I think that we can probably all agree that Sections D 1-3 are the most important sections of this ordinance. These are the sections that set the rules staff is to follow to issue a determination of a community purpose property exemption, similar to the guidance laid out for the optional Hardship Exemption – with a couple of big differences.

There are 3 sections in D-3 that cloud the standards and reduce transparency. The public is not served by giving the assessor or the administration carte blanche in this matter. If there are criteria that are unclear at this stage to the assessor, I recommend that the ordinance be delayed until clarity is achieved. If the administration is contemplated additional standards and requirements, and specifically standards and requirements applicable to housing, then those can be presented as amendments to the ordinance you adopt.

For these reasons, I recommend that the following two sections be struck as represented below:

~~In determining whether the property is used exclusively for a community purpose, the borough assessor may consider, but is not limited to considering, the portion of the community....~~

~~The borough administration may adopt a written policy setting forth additional community purpose standards and requirements, including standards and requirements applicable to housing serving a community purpose.~~

Finally, please illuminate the section that states that the assessor may “consider of the portion of the community that directly benefits from the property’s use.” (Emphasis mine.) Before you adopt this language, please ask the assessor to demonstrate a hypothetical situation and show how one would determine “the portion of the community that directly benefits....” I think it is important to specify the unit of measure that the assessor will apply. Is it “boots on the ground”? Is it “memberships” (which are discounted elsewhere)? The organizations deserve to know how they will be measured.

4) Membership or other fee the organization charges. I recommend that all reference to membership or other fees be removed from the ordinance and policy. To determine that a community purpose is not being met because membership fees are charged suggests that all public property should be available to the public free of charge (Chilkat Center, Swimming Pool, Harbor, etc.) perhaps like our streets. Non-profit organizations do not raise funds with taxes, but they do ask folks to be members and support the costs associated with the provision of a public benefit in that way. Please authorize removal of membership and other fees as a standard that would demonstrate that the property is not eligible for a community purpose exemption. It is too high a bar to reach and vitiates our non-profit organizations.

5) Activities where the main community purpose benefit is derived from spectator attendance. Please remove this condition from the list of functions that do not qualify for community purpose. This condition appears in the manager's draft policy statement. The provision of places the community can gather to witness events (cultural, sports, etc.) is an abiding community purpose. The purpose is to weave us into a community.



Agenda Bill No.: 15-551

Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Classify Disposal of Human Resource Bldg	1. Ordinance 15-03-403, draft 2. Planning Commission Recommendation 3. Public Facilities Director Recommendation 4. Property Appraisal
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 3/12/15	

Full Title/Motion:
Motion: Adopt Ordinance 15-03-403.

Administrative Recommendation:
This ordinance is recommended by the Borough Manager.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	No maintenance costs for this bldg

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

Summary Statement:
Since at least January 2014, the borough assembly has publicly communicated its desire to dispose of the property known as the Human Resource Building but has not taken formal action to classify it for disposal as required by HBC 14.20.040(B). This action must come in the form of an ordinance. The planning commission recommends disposal, as does the borough manager and the director of public facilities.

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

Assembly Action:
Meeting Date(s): 3/24, 4/14, 4/28/15
Public Hearing Date(s): 4/14, 4/28/15
Postponed to Date: _____

An Ordinance of the Haines Borough classifying for disposal the borough-owned property known as the Human Resource Building.

WHEREAS, the Haines Borough owns property known as the Human Resource Building legally described as:

Lots 8, 9 & 17, Blk 13, Haines Townsite; and

WHEREAS, since at least January 14, 2014, the borough assembly has publicly communicated its desire to dispose of the property but has not taken formal action to classify it for disposal as required by HBC 14.20.040(B); and

WHEREAS, Haines Borough Charter Section 2.12.020(M) requires the selling or conveyance of property to be authorized by ordinance; and

WHEREAS, HBC 14.20.040(A) provides that borough lands may be classified for sale by the assembly with the advice of the planning commission; and

WHEREAS, following discussion of the parcel during a public meeting on September 12, 2013, the planning commission decided to recommend the property be classified for sale; and

WHEREAS, HBC 14.20.080 states Borough land may be disposed of by lottery sale, auction, competitive bid, over-the-counter sale, disposal for subdivision development, land exchange, or negotiated sale,

NOW, THEREFORE BE IT RESOLVED the Haines Borough Assembly classifies the aforementioned parcel for disposal according to HBC 14.20.

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

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. To classify the Human Resource Building property for disposal.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this ____ day of _____, 2015.

Attest:

Janice Hill, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 03/24/15
Date of First Public Hearing: 04/14/15
Date of Second Public Hearing: 04/28/15



Haines Borough
PLANNING COMMISSION
RECORD OF DECISION

DATE: September 12, 2013

TO: Borough Assembly

FROM: The Haines Planning Commission

PLANNING COMMISSION DECISION:

Motion: Turner moved to “recommend the Assembly classify Human Resources Building for sale.” The motion passed unanimously.

RATIONALE: The Human Resources Building needs major renovation and is energy inefficient. The Chilkoot Indian Association has expressed interest in purchasing the building and restoring it.

SUBMITTED BY _____ (signature)

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

Rob Goldberg
Planning Commission Chair

Julie Cozzi

From: Carlos Jimenez
Sent: Monday, September 22, 2014 10:26 AM
To: Julie Cozzi
Cc: David Sosa
Subject: Human Resource Building

Hi Julie,

We had discussed different options for the Borough in dealing with the HR building. I apologize for taking so long in getting this information to you.

Repair and Restore:

• Replace windows	\$70k
• Replace siding	\$50k
• Replace roof	\$40k
• Repair foundation	\$20k
• Insulation	\$15k
Total:	\$195k

These estimates include associated work encountered with this scope of work such as the demolition of and disposal of old materials.

Demolition and Disposal of structure:

• Demolition	\$15-25k
• Disposal (including haz-mat)	\$40-50K
Total:	\$55-75k

I feel it would be in the Borough's best interest to either sell this facility as is, or gift it to a non-profit if that is a possibility.

Thank You,

Carlos Jimenez

Director of Public Facilities

Haines Borough

Office: 907-766-2231

SKETCH/AREA TABLE ADDENDUM

Parcel No C-TNS-13-0900

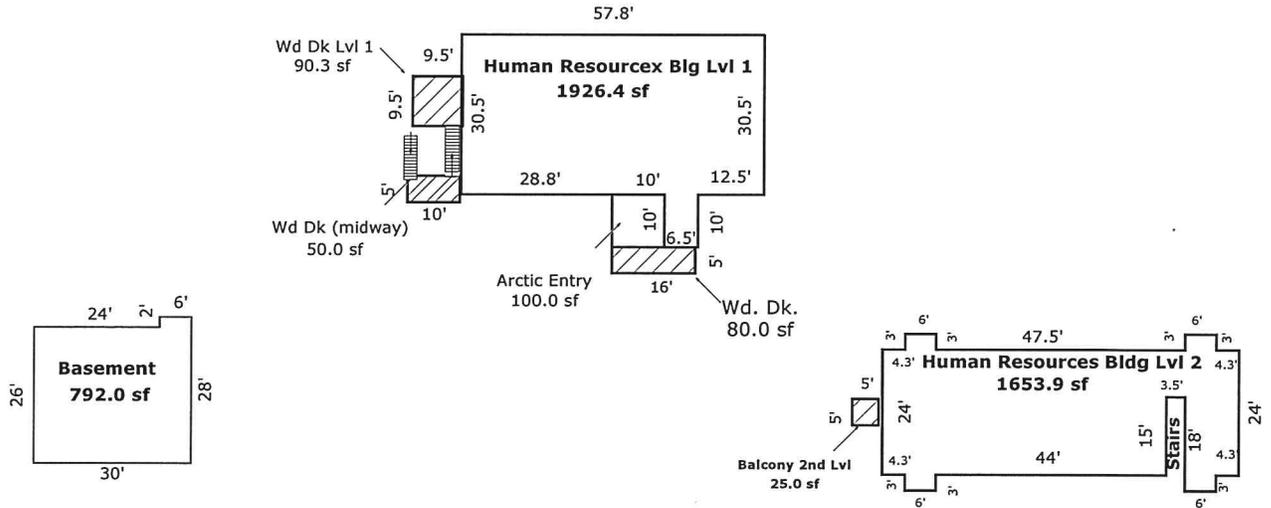
Lot Size 13,215 SF

SUBJECT	Legal Description Lots 8,9 & 17 Blk 13 Haines townsite			
	City Haines	County USA	State AK	Zip 99827
	Owner Haines Borough			
	Company Haines Borough	Client Address P.O. B0x 1209		
	Appraiser Name DMO	Inspection Date 08/15/12		

C-TNS-13-0900

Exempt Borough Property

IMPROVEMENTS SKETCH



Scale: 1 = 35

AREA CALCULATIONS

AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
GBA1	Human Resourcex Bldg	1.00	1926.4	196.5	1926.4
GBA2	Human Resources Bldg	1.00	1653.9	238.2	1653.9
BSMT	Basement	1.00	792.0	116.0	792.0
WDK	Wd. Dk.	1.00	80.0	42.0	
	Wd Dk Lvl 1	1.00	90.3	38.0	
	Wd Dk (midway)	1.00	50.0	30.0	220.3
BAL	Balcony 2nd Lvl	1.00	25.0	20.0	25.0
ARCENT	Arctic Entry	1.00	100.0	40.0	100.0
Net BUILDING Area (rounded w/ factors)			3580		

Comment Table 1

Structure although used as preschool has a highest & best use as a SFR. Built in 1952 it is close to the end of its useful life. Defer maintenance has lowered the effective age. See pg one of Correspondance documents for more info on history.
DMO 8-15-2012

Comment Table 2

Comment Table 3

Standard Report

Estimate ID: C-TNS-13-0900
 Property Owner: Haines Borough
 Address: P.O. Box 1209
 City: Haines
 State/Province: Alaska
 ZIP/Postal Code: 99827
 Surveyed By: DMO
 Survey Date: 8/15/2012
 Local Multiplier: 1.42

Single-family Residence
 Effective Age: 35
 Cost as of: January, 2005
 Style: Two Story
 Exterior Wall: Siding/Shingle 100%
 Plumbing Fixtures: 8

Floor Area: 3,580 Square Feet
 Quality: 2.5 Fair/Average
 Condition: 2 Badly Worn

	Units	Cost	Total
Base Cost	3,580	57.45	205,671
Plumbing Fixtures	8	1,188.00	9,504
Metal, Formed Seams	3,580	3.19	11,420
Dormers, Finished, Gable Roof	3	183.00	549
Dormers, Finished, Gable Roof	3	183.00	549
Dormers, Finished, Gable Roof	3	183.00	549
Dormers, Finished, Gable Roof	3	183.00	549
Raised Subfloor	2,685	7.64	20,513
Floor Cover Allowance	3,580	3.27	11,707
Baseboard, Hot Water	3,580	6.06	21,695
Plumbing Rough-ins	1	510.00	510
Appliance Allowance	1	2,760.00	2,760
Basic Structure Total Cost	3,580	79.88	285,976
Total Basement Area	792	17.94	14,208
Subtotal Basement			14,208
Wood Deck	80	24.08	1,926
Wood Deck	90	22.29	2,006
Wood Deck	30	32.17	965
Enclosed Porch, Solid Walls	100	43.96	4,396
Wood Balcony, Wood Rails, Unfinished Soffit	25	18.13	453
Subtotal Extras			9,746
Replacement Cost New	3,580	86.57	309,930
Physical + Functional Depreciation 49.0%			151,859
Functional Depreciation (10.0% RCN)			30,993
External Depreciation (15.0% RCN)			46,490
Total Depreciated Cost			80,588
Chain-link Fencing	1,130	2.58	2,915
Subtotal Yard Improvements			2,915
Non Building			2,915
Total			\$83,503

	Units	Cost	Total
Total, Rounded to Nearest \$100			<u>\$83,500</u>

Cost data by Marshall & Swift/Boeckh, LLC and its licensors.

Remarks



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 15-554
Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Modify Prohibited Acts for Port and Harbor Facility Users	1. Ordinance 15-03-404 2. PHAC-proposed Substitute Ordinance 3. PHAC Request for additional clarification amendments 4. Initial PHAC recommendation
Originator: Harbormaster	
Originating Department: Ports and Harbors	
Date Submitted: 2/18/15	

Full Title/Motion:

Motion: Adopt Ordinance 15-03-404.

Administrative Recommendation:

This ordinance is recommended by the Port and Harbor Advisory Committee.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	Reduced disposal costs

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:
Objective 4B, Page 144

Consistent: Yes No

Summary Statement:

Former Harbormaster Phil Benner sought Port and Harbor Advisory Committee (PHAC) approval for a proposed amendment to Haines Borough Code Sub-Section 16.28.010(D) to modify prohibited acts for port and harbor facility users. The committee on 1/26/15 reviewed the recommended code change and voted to forward it to the Haines Borough Assembly for consideration. The proposed amendment aims to reduce the Borough's disposal costs at the harbor and clarify what materials are allowed to be disposed of in harbor dumpsters as part of normal course of business.

Prior to adoption, the PHAC is requesting some non-substantive rewording and has proposed a substitute ordinance. The interim harbormaster concurs with the recommended language.

Referral:

Referred to:

Referral Date:

Recommendation:

Meeting Date:

Assembly Action:

Meeting Date(s): 3/24, 4/14, 4/28/15

Public Hearing Date(s): 4/14, 4/28/15

Postponed to Date:

An Ordinance of the Haines Borough amending Haines Borough Code Sub-Section 16.28.010(D) to modify prohibited acts for port and harbor facility users.

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 Sub-Section 16.28.010(D) Sub-Section 16.28.010(D) of the Haines Borough Code is hereby amended as follows:

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

16.28.010 Prohibited acts.

It shall be unlawful for any person using the borough port and harbor facilities to commit any of the following prohibited acts:

A. To operate, or cause to be operated, any vessel, as defined in this title, within the limits of the borough port and harbor facilities, in excess of three miles per hour. All vessel operators are legally liable for any damages from their wake.

B. To operate, or cause to be operated, any vessel, as defined in this title, within the limits of the borough port and harbor facilities, in a negligent manner in willful and wanton disregard for the safety of persons or property.

C. To operate, or cause to be operated, any vessel, as defined in this title, within the limits of the borough port and harbor facilities, in a negligent manner likely to endanger the safety of person or property.

D. To throw or otherwise cause to be deposited gasoline, oil, trash, garbage or refuse on any float or into the water of the borough port and harbor facilities. To use the borough port and harbor refuse containers for nonharbor or nonport use. It is prohibited to leave snow removed from vessels on any dock, float, or finger. **To create construction or project waste and dispose of it in the harbor refuse containers. Vessel construction or project waste shall be taken by the owner or contractor directly to the landfill.**

...

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: 03/24/15
Date of First Public Hearing: 04/14/15
Date of Second Public Hearing: 04/28/15

Proposed Substitute Ordinance

Gray-highlighted areas are PHAC-proposed changes to the ordinance currently before the assembly.

Draft

HAINES BOROUGH, ALASKA
ORDINANCE No. 15-03-404

An Ordinance of the Haines Borough amending Haines Borough Code ~~Sub-Section 16.28.010(D)~~ to modify prohibited acts for port and harbor facility users.

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 ~~Sub-Section 16.28.010(D)~~ Sub-Section 16.28.010(D) of the Haines Borough Code is hereby amended as follows:

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

16.28.010 Prohibited acts.

It shall be unlawful for any person using the borough port and harbor facilities to commit any of the following prohibited acts:

A. To operate, or cause to be operated, any vessel, as defined in this title, within the limits of the borough port and harbor facilities, in excess of three miles per hour. All vessel operators are legally liable for any damages from their wake.

B. To operate, or cause to be operated, any vessel, as defined in this title, within the limits of the borough port and harbor facilities, in a negligent manner in willful and wanton disregard for the safety of persons or property.

C. To operate, or cause to be operated, any vessel, as defined in this title, within the limits of the borough port and harbor facilities, in a negligent manner likely to endanger the safety of person or property.

D. To throw or otherwise cause to be deposited gasoline, oil, trash, garbage or refuse on any float or into the water of the borough port and harbor facilities. To use the borough port and harbor refuse containers for nonharbor or nonport use. ~~It is prohibited to leave snow removed from vessels on any dock, float, or finger.~~ **To create construction or project waste and dispose of it in the harbor refuse containers. Vessel construction and project waste shall be taken by the owner or contractor directly to the landfill hauled away to a local waste receiver and is the responsibility of the owner and the contractor. The harbormaster is allowed discretion in determining what constitutes construction or project waste.**

E. To fail to register with the harbormaster, as provided in HBC 16.20.010.

F. To leave any vessel or floating structure moored at any of the borough port and harbor facilities unattended while any fire is burning thereon. Any such fire shall be deemed unattended unless the owner or operator is within 100 feet of the same.

G. To start or allow to continue any fire on a float or dock.

H. To create and maintain any nuisance within the borough port and harbor facilities.

I. To conduct or carry on any unlawful business or occupation within the limits of the borough port and harbor facilities.

J. To live aboard a vessel moored in the harbor at any time from October 15th to April 1st, except on a transient moorage basis for periods of two weeks or less. For any person or owner in charge of any dog or animal to allow or permit such dog or animal to run at large within the borough port and harbor facilities.

K. To deposit, place or leave any cargo, merchandise, supplies, freight, articles or thing, including fecal matter deposited on docks, upon any float, ramp, walk or other public place in the borough port and harbor facilities, except while loading to or from a boat or vehicle.

L. For any person or owner in charge of any dog or animal to fail to clean up after their animals.

M. To tap, disconnect, interfere with, or tamper with any water outlet, water pipe, water connection, or any electrical wiring, electrical outlet, or electrical device of any kind installed or maintained in the borough port and harbor facilities by the borough without first having obtained the permission of the harbormaster.

N. **To leave snow removed from vessels on any dock, float, or finger.** To interfere with any wharf, gangplank, ramp or any other facility of the borough port and harbor facilities.

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: 03/24/15
Date of First Public Hearing: 04/14/15
Date of Second Public Hearing: 04/28/15

4-22-15

TO BORO ASSM.

FROM NORMAN HUGHES
CHAIR HBPHAC.

HBPHAC REQUEST
ASSM. TO CONSIDER HBPHAC
CLARIFICATIONS ON
~~THE~~ DRAFT ORD. 15-03-404

MOTION 4-22-15
PASSED 5-0

At the 1-26-15 Haines Borough Ports and Harbor Advisory Committee meeting. The committee reviewed the harbor masters recommended code change to 16.28.010 HBC.

Committee voted to forward 16.28.010 Prohibited acts code D. addition to Haines Borough Assembly for their consideration.

Chapter 16.28

HAZARDOUS CONDITIONS, PROHIBITED ACTS AND ENFORCEMENT

D. To throw or otherwise cause to be deposited gasoline, oil, trash, garbage or refuse on any float or into the water of the borough port and harbor facilities. To use the borough port and harbor refuse containers for nonharbor or nonport use. It is prohibited to leave snow removed from vessels on any dock, float, or finger. **To create construction or project waste and dispose of it in the harbor refuse containers. Vessel construction or project waste shall be taken by the owner or contractor directly to the landfill.**

Norman Hughes, Chair HBPHAC



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 15-557
Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Authorize Loan Agreement with ADEC for Replace Allen Road AC Pipe Project	1. Ordinance 15-04-406 2. Proposed Loan Agreement
Originator: Director of Public Facilities	
Originating Department: Public Facilities	
Date Submitted: 4/8/15	

Full Title/Motion:

The assembly already scheduled the second hearing for 5/12/15. No motion is needed now unless the second hearing date needs to change or some other action is desired.

Administrative Recommendation:

The Borough Manager recommends adoption of this ordinance.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$0	\$0	\$0	N/A

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:
Objective 15A, Page 252

Consistent: Yes No

Summary Statement:

On August 13, 2013, the Borough Assembly adopted Resolution No. 13-08-480 which authorized the Borough Manager to apply to the Alaska Department of Environmental Conservation (ADEC) for a low-interest loan through the Alaska Drinking Water Fund (ADWF) for the Replace Allen Road AC Pipe project. The ADEC has authorized an ADWF loan for the Replace Allen Road AC Pipe project in the amount of up to \$500,000, with up to \$311,587 of the loan amount offered as a subsidy in the form of principal forgiveness (grant) under a federal "disadvantage assistance" program. Haines Borough Charter Section 3.03 requires assembly authorization by ordinance when borrowing money.

Note: On 4/14, the assembly adopted Resolution 15-04-619 authorizing the manager to execute a construction contract with Southeast Road Builders for the Allen Road 2015 Water System Upgrade project for an amount not to exceed \$468,748. This loan will fund that project.

Referral:

Referred to:

Referral Date:

Recommendation:

Meeting Date:

Assembly Action:

Meeting Date(s): 4/14, 4/28/15

Public Hearing Date(s): 4/28, 5/12/15

Postponed to Date:

An Ordinance of the Haines Borough authorizing the Borough Manager to enter into a loan agreement in the amount of up to \$500,000 with the Alaska Department of Environmental Conservation for the Replace Allen Road AC Pipe project.

WHEREAS, on August 13, 2013, the Borough Assembly adopted Resolution No. 13-08-480 which authorized the Borough Manager to apply to the Alaska Department of Environmental Conservation (ADEC) for a low-interest loan through the Alaska Drinking Water Fund (ADWF) for the Replace Allen Road AC Pipe project; and

WHEREAS, the ADEC has authorized an ADWF loan for the Replace Allen Road AC Pipe project in the amount of up to \$500,000, with up to \$311,587 of the loan amount offered as a subsidy in the form of principal forgiveness (grant) under a federal "disadvantage assistance" program; and

WHEREAS, Haines Borough Charter Section 3.03 requires assembly authorization by ordinance when borrowing money,

NOW, THEREFORE, 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. Purpose. Authorize the Borough Manager to accept a loan from the Alaska Department of Environmental Conservation.

The Haines Borough authorizes the Borough Manager to execute a loan agreement with the ADEC pursuant to the Borough's loan application to the ADWF for \$500,000 for the Replace Allen Road AC Pipe project, as well as any and all documents that may be required by the ADEC to reflect indebtedness, the terms of repayment, and any security therefore, including an agreement for the loan and promissory note.

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: 04/14/15
Date of First Public Hearing: 04/28/15
Date of Second Public Hearing: 05/12/15



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Environmental
Conservation

DIVISION OF WATER
Municipal Matching Grants and Loans

410 Willoughby Avenue, Suite 303
Juneau, Alaska 99811-1800
Main: 907.465.5300
Fax: 907.465.5177
www.dec.alaska.gov

April 7, 2015

Mr. David Sosa
Borough Manager
Haines Borough
103 Third Avenue South
P.O. Box 1209
Haines, AK 99827

RE: Loan Agreement for Replace Allen Road AC Pipe (ADWF#395191)

Dear Ms. Cozzi,

Enclosed for signature is the loan agreement in the amount of \$500,000 for the Replace Allen Road AC Pipe project (Alaska Drinking Water Fund Loan Number 395191). Of this total amount, \$311,587 is offered to the Borrower as a subsidy (as principle forgiveness) for disadvantaged assistance. Within one year of agreement signing the Borrower must submit disbursement requests equal to or greater than the full subsidy amount to retain the full subsidy. Any lesser amount will only provide a subsidy of 75% on all disbursements made.

In addition to the requirements of the loan agreement, during the financial capacity review completed by the Department on the City's loan application, the following recommendations were identified.

- (a) Debt Service Reserve Fund. Establish a debt service reserve fund to hold one full year of debt service payments.
- (b) Annual CAFR Review. Conduct an annual review of the Borrower's comprehensive annual financial report (CAFR).
- (c) Cost of Service Study. Undertake a cost of service review in the near future to better determine the need for system replacement funds over time.

While these items are recommendations the Department strongly suggests that the City take steps to implement them.

After all signatures have been obtained, please return the document to the following address:

Attn: MAT (Municipal Administrative Team)
Alaska Department of Environmental Conservation
Division of Water, Alaska Drinking Water Fund,

P.O. Box 111800
410 Willoughby Avenue, Suite 303
Juneau, AK 99811-1800

Sincerely,



Michelle Hale
Director

Enclosure: ADWF#395191 Replace Allen Road AC Pipe

cc: Jila Stuart /Finance Director/Haines (email copy)

ALASKA DRINKING WATER FUND AGREEMENT

ADEC LOAN NUMBER 395191
HAINES BOROUGH
Replace Allen Road AC Pipe



THIS AGREEMENT is entered into as of April 7, 2015 by the Alaska Department of Environmental Conservation (the Department) and the Haines Borough (Borrower), acting pursuant to Resolution No. 13-08-480 approved by the Haines Borough for a loan amount of \$500,000 and loan term of 20 years. Of this total amount, \$311,587 is offered to the Borrower as a subsidy (as principle forgiveness) for disadvantage assistance.

SECTION I - DEFINITIONS

Section 1.1. Except where the context clearly indicates otherwise, terms used in this Agreement will have the meaning ascribed to them in this section.

(a) "Approved Application" means the application submitted to the Department on February 13, 2014, together with all attachments and supporting documentation, as approved by the Department and the Borough.

(b) "Finance Charge Rate" means 1.5 percent per annum.

(c) "Contract period" means the time period commencing on the date this agreement is signed by the Borrower and terminating on the date the Borrower repays the loan in full.

(d) "Funding Subsidy" means a principle forgiveness amount awarded under this agreement.

(e) "Default" means the Borrower has failed to make a loan repayment within 90 days of the due date, as determined by the repayment schedule prepared by the Department immediately following initiation of operation of the facility.

(f) "Eligible Project Costs" include the following costs disbursed from the Alaska Drinking Water Fund, estimated to not exceed \$500,000; engineering and construction for the Project Facility; surveys, plans, estimates,

and specifications; financial and environmental investigations; laboratory testing, purchase of any equipment that requires a long lead time for manufacture and delivery, legal expenses; and any other necessary miscellaneous expenditures, minus the amount of any grant applicable to foregoing costs.

(g) "Participation Payment" means the amount per year necessary to amortize the loan.

(h) "Project Facility" means the facility to be constructed pursuant to this Agreement as described generally in the Approved Application dated February 13, 2014. This project will replace 2,000 feet of failing, brittle AC pipe with 8" PVC, add four fire hydrants, and repave the road in the construction area.

SECTION II - RIGHTS OF ACCESS

Section 2.1. The Department has the right at all reasonable times to enter the project site, for the purpose of obtaining a status of the work.

SECTION III - ACQUISITION OF PROJECT SITE, CONSTRUCTION OF PROJECT FACILITY, LOAN DISBURSEMENT, AND PAYMENT OF COSTS

Section 3.1. With the exception of land easements, all real estate and personal property constituting the Project Facility and the project must belong to the Borrower.

Section 3.2. In connection with the construction of the project facility, the Borrower agrees that:

(a) The Borrower will not begin construction of the Project Facility until the Department has reviewed and approved the plans and specifications for the project. In its approvals, the Department may specify changes or conditions to the plans and specifications. The Department must approve any subsequent changes to, or deviations from, approved plans.

(b) The Borrower will ensure that contract wages paid are the higher of the State or Federal wage rate on a classification by classification basis for the construction of the Project Facility. Both prevailing wage rates established for the locality by the Alaska Department of Labor under AS 36.05.010, and Federal standards in accordance with subchapter IV of chapter 31 of Part A of subtitle II of Title 40, U.S.C. (commonly referred to as the "Davis Bacon Act") apply. In addition, the Borrower will consult with the Department

on any required contract or bid document language to ensure that appropriate federal "Davis Bacon Act" material is included in the documentation.

(c) Any construction contract estimated to equal or exceed \$50,000 will be awarded through a competitive bidding process and any construction contract estimated to be less than \$50,000 may be negotiated if the Department approves the solicitation and negotiation procedures.

(d) All construction contracts and contractors' estimate forms will be prepared so that materials and equipment may be readily itemized as to allowable project costs and noneligible costs.

(e) Any change in a construction contract that will alter the contract specifications, time, price, or will substantially modify the proposed treatment process must be submitted to the Department for approval if the Borrower wishes to have the modifications considered loan eligible.

(f) The construction of the Project Facility will conform to applicable federal, state, and local laws, ordinances, and regulations.

(g) The Borrower will proceed expeditiously and complete the Project Facility in accordance with the Approved Application, project schedule, surveys, plans, profiles, cross-sections, specifications, and amendments.

(h) American Iron and Steel: None of the funds made available to the borrower shall be used for a project for the construction, alteration, maintenance, or repair of a public water system or treatment works unless all of the iron and steel products used in the project are produced in the United States. This requirement is effective January 17, 2014 through September 30, 2015, and only if the loan agreement is fully signed on and thereafter the effective date. However, if approved engineering plans and specifications by a State agency are completed prior to December 16, 2014, and an assistance agreement is signed after September 30, 2015, the project is excluded from AIS requirements. Consideration for other exclusions to this requirement are as follows: being inconsistent with the public interest; iron and steel products that are not produced in the United States in sufficient and reasonably available quantities and of a satisfactory quality; or inclusion of iron and steel products produced in the United States that will increase the cost of the overall project by more than 25 percent. For these exclusions to apply, a request for a waiver must be submitted to the Department who will then forward it on to the Environmental Protection Agency (EPA) for consideration of approval. EPA will make available to the public on an informal basis (EPA's public internet web site) a copy of the request and information available to the Administrator

concerning the request, and shall allow for informal public input on the request for at least 15 days prior to making a finding based on the request.

Section 3.3. The Borrower agrees to administer this loan in a non-discriminatory manner. No person shall be discriminated against based on race, religion, color, national origin, gender or disability. In addition, all contracts issued by the Borrower under this loan agreement must include the following statement:

“The contractor shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The contractor shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the contractor to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.”

Section 3.4. When applicable, the Borrower will comply with Title I- Employment of the Americans with Disabilities Act of 1990 (P.L. 101-336) and in accordance with Title I of that Act, shall not discriminate against a qualified individual with a disability because of the disability of such individual in regard to job application procedures, the hiring, advancement, or discharge of employees, employee compensation, job training, and other terms, conditions, and privileges of employment.

Section 3.5 When applicable, the Borrower will comply with Title II-Public Services of the Americans with Disabilities Act of 1990 (P.L. 101-336) and in accordance with Title II of the Act, no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.

Section. 3.6 When applicable, the Borrower will comply with Title II, Part 35, Section 35.151 of the Act ‘New Construction and Alterations’ (a) Design and construction: Each facility or part of a facility constructed by, on behalf of, or for the use of a public entity shall be designed and constructed in such manner that the facility or part of the facility is readily accessible to and usable by individuals with disabilities, if the construction was commenced after January 26, 1992. (b) Alteration: Each facility or part of a facility altered by, on behalf, of or for the use of a public entity in a manner that affects or could affect the usability of the facility or part of the facility shall, to the maximum extent feasible, be altered in such manner that the altered portion of the facility is readily accessible to and usable by individuals with disabilities, if the

alteration was commenced after January 26, 1992. (c) Accessibility standards: Design, construction or alteration of facilities in conformance with the Uniform Federal Accessibility Standards (UFAS) (Appendix A to 41 CFR part 101-19.6) or with the Americans with Disabilities Act Accessibility Guidelines for Buildings and Facilities (ADAAG) (Appendix A to 28 CFR Part 36) shall be deemed to comply with the requirements of this section with respect to those facilities, except that the elevator exemption contained at section 4.1.3(5) and section 4.1.5(1)(j) of ADAAG shall not apply.

Section 3.7 When applicable, the Borrower will comply with Title III, Part 36, Section 36.401 of the Act “New Construction.” Except as provided in paragraph (b) and (c) of the Act, discrimination for purposes of this part includes a failure to design and construct facilities for first occupancy after January 26, 1993, that are readily accessible to and usable by individuals with disabilities.

Section 3.8 When applicable, the Borrower will comply with Title III, Part 36, Section 36.402 of the Act “Alterations” (a) General: Any alteration to a place of public accommodation or a commercial facility, after January 26, 1992, shall be made so as to ensure that, to the maximum extent feasible, the altered portions of the facility are readily accessible to and usable by individuals with disabilities, including individuals who use wheelchairs. (b) Alteration: An alteration is a change to a place of public accommodation or a commercial facility that affects or could affect the usability of the building or facility or any part thereof.

Section 3.9. The Borrower shall fully comply with Subpart C of 40 CFR Part 32, entitled “Responsibilities of Participants Regarding Transactions.” The Borrower is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 40 CFR Part 32, entitled “Covered Transactions,” includes a term or condition requiring compliance with Subpart C. The Borrower is responsible for further requiring the inclusion of a similar term or condition in any subsequent lower tier covered transactions. The Borrower acknowledges that failing to disclose the information required under 40 CFR 32.335 may result in the delay or negation of this assistance agreement, or pursuance of legal remedies, including suspension and debarment.

Section 3.10. When applicable, the Borrower will comply with the disadvantage business enterprise requirements of the State Revolving Loan Fund program, and will require its contractors to also meet these requirements.

Section 3.11. When applicable, the Borrower will require each construction contractor to furnish a performance and payment bond in an amount at least equal to 100 percent of the contract price.

Section 3.12. The Borrower will require its contractors and subcontractors to maintain workers compensation, commercial general liability, property damage, and vehicle liability insurance. Until the Project Facility is completed by the Borrower, the Borrower (or at the option of the Borrower, the contractor) will maintain insurance for the loss of the facility for the benefit of the Department, the Borrower, the prime contractor, and all subcontractors, as their interests in the Project Facility may appear.

Section 3.13. Subject to the terms and conditions of this Agreement, the eligible project costs less other funding sources will be disbursed by the Department upon submittal and departmental approval of invoices.

Section 3.14. If this project finishes under the estimated cost of construction, it will be funded only as necessary to complete the project.

Section 3.15. Upon completion of the Project Facility, the Borrower will provide a statement to the Department of the project final costs by category of expenditure, including but not limited to costs for administration, design, construction engineering, construction and equipment.

SECTION IV - PARTICIPATION PAYMENTS BY THE BORROWER

Section 4.1. This loan is made to the Borrower from the Alaska Drinking Water Fund for the maximum amount of \$500,000. Of this total amount, \$311,587 or 75% of funds disbursed is offered to the Borrower as a subsidy (as principle forgiveness) for disadvantage assistance. Within one year of agreement signing the Borrower must submit disbursement requests equal to or greater than the full subsidy amount of \$311,587. Any lesser amount the Department may revoke remaining subsidy. All remaining unsubsidized funds will be repaid as provided in the following sections.

Section 4.2. The Borrower agrees to repay the principal amount and the finance charge rate on all cash draws made to the Borrower according to the repayment schedule, which will be prepared by the Department and confirmed by the Borrower following initiation of operation of the facility. The repayment schedule for the actual amount of loan payments made to the Borrower will provide that:

(a) The Borrower will pay a finance charge of 1.50 percent on each disbursement. Accrual of interest will begin one year after the date of the first

disbursement to the Borrower.

(b) The loan amount will be paid back within 20 years following initiation of operation of the facility. Repayment of the loan will be made with either equal annual principle payments plus the finance charge or equal annual total payments including the finance charge. Other repayment methods may be negotiated with the Department.

(c) The first loan repayment will be due one year following substantial completion and initiation of operation of the facility.

Section 4.3. The Borrower assures the Department that the Borrower has not pledged revenues for the repayment of its loan that have been previously pledged or encumbered. The pledged revenues for repayment of the loan and each separate source of revenue are specifically identified and described in the Borrower's submitted application.

Section 4.4. In the event that any of the revenues pledged by the Borrower for the repayment of its loan are encumbered by a lien of any prior outstanding debt, the Borrower will furnish the Department with legal assurance that the excess of such prior encumbered revenues are legally available for pledging to the Alaska Drinking Water Fund.

Section 4.5. The Borrower agrees that if pledged revenues are insufficient to meet any loan payment to the Department when due, the Borrower will pay the deficiency in its loan payment from any legally available funds accruing to or in the possession of the Borrower. Repayment of the loan, which is the subject of this loan agreement, shall not be a direct and general obligation of the Borrower.

Section 4.6. If a payment is received by the Department more than 30 days after it is due, the Municipality will be subject to a late charge in accordance with the following conditions.

If the Borrower is in good standing with the Department and has no late payments on any loans within the last five years:

(a) And a payment is more than two months late a 1% charge will be applied against the outstanding amount due.

(b) And a payment is more than three months late a 3% charge will be applied against the outstanding amount due.

(c) And a payment is more than four months late a 5% charge will be applied against the outstanding amount due.

If the Borrower has had late loan payments in the last five years.

(a) And a payment is more than one month late a 1% charge will be applied against the outstanding amount due.

(b) And a payment is more than two months late a 3% charge will be applied against the outstanding amount due.

(c) And a payment is more than three months late a 5% charge will be applied against the outstanding amount due.

Additionally, interest on the unpaid balance will continue to accrue at the contract interest rate and must be paid in addition to the late charge. Payments in arrears when the 5% late charge is assessed will be referred to the Department of Law for collection.

Section 4.7. The Borrower agrees that it will separately account for all monies received from the Alaska Drinking Water Fund and will maintain project accounts in accordance with generally accepted accounting principles.

Section 4.8. If, prior to completion of the contract period, the Project Facility is damaged or destroyed, the Borrower is liable to the Department for all amounts due under this Agreement.

Section 4.9. The provisions of AS 37.15.575 relating to state aid interception apply to the loan made under this agreement.

SECTION V - MAINTENANCE, OPERATION, INSURANCE and AUDIT

Section 5.1. If applicable, the Borrower agrees to prepare a manual for operation and maintenance of the facility which is approved by the Department.

Section 5.2. The Borrower must ensure that a Department approved ordinance and a user charge system are adopted prior to initiation of operation of the facility.

Section 5.3. The Borrower must ensure that the Project Facility is given a final inspection and is certified complete to the Department.

Section 5.4. The Borrower shall initiate operation of the Project Facility immediately upon completion of construction and may not discontinue operation of the Project Facility without Departmental approval. Within one year after the initiation of operation, the Borrower must certify to the Department that the facility is performing up to design standards. The Borrower must ensure that sufficient qualified operating personnel certified by the State of Alaska will be retained to operate the Project Facility. Nothing contained in this Agreement shall be construed as an obligation or pledge of the Borrower to appropriate or expend general funds and general revenues of the Borrower to operate or maintain the Project Facility.

Section 5.5. If applicable, until the Project Facility is completed by the Borrower, the Borrower (or at the option of the Borrower, the contractor) will maintain insurance for the loss of the facility for the benefit of the Department, the Borrower and the prime contractor, and all subcontractors, as their interests in the Project Facility may appear. The Borrower agrees to insure the Project Facility against loss or damage in an amount at least equal to the loan amount specified in Section 1.1(g).

Section 5.6. If applicable, an insurance policy issued pursuant to Section 5.5 must be written or endorsed to make losses payable to the Department and the Borrower as their interests may appear. The interests of the Department are limited to the unpaid principal balance of the loan and any finance charge and penalties accrued as of the date such loan may be paid in full as a result of any insurance payoff, following destruction or damage to the facility.

Section 5.7. In the event the Borrower fails to maintain the full insurance coverage required by this Agreement, the Department may take out the required policies of insurance and pay the premiums. All amounts so advanced by the Department will become an additional obligation of the Borrower to the Department.

Section 5.8. The Borrower agrees to submit a financial report for the Project Facility for Departmental approval within one year after initiation of operation of the facility. A project audit, performed by the Department, will cover the entire multi-year project.

Section 5.9. Financial assistance received under this loan agreement is considered federal assistance and is to be included when determining the threshold amount for a Federal Single Audit. However, financial assistance received under this loan agreement is not subject to State Single Audit.

SECTION VI - MISCELLANEOUS PROVISIONS

Section 6.1. Any disbursement or repayment made under this Agreement by the department shall be delivered by electronic transfer, registered or certified mail, courier service or delivered personally. Any repayment made under this Agreement by the loan recipient shall be delivered by registered or certified mail, or delivered personally, and,

(a) If addressed to the Department, will be sent or delivered personally to:

ATTN: Municipal Administration Team (MAT)
Alaska Department of Environmental Conservation
Division of Water - Alaska Drinking Water Fund
410 Willoughby Avenue, Suite 303
P.O. Box 111800
Juneau, AK 99811-1800

(b) If addressed to the Borrower, will be sent to or delivered personally to:

Julie Cozzi
Haines Borough
P.O. Box 1209
Haines, AK 99827

Section 6.2. Departmental approvals, required by this Agreement will not be unreasonably withheld.

Section 6.3. This Agreement is made subject to and conditional upon the availability of funds.

Section 6.4. This Agreement is effective as of the date set forth above and continues in full force and effect until the final day of the Contract Period.

Section 6.5. This Agreement is binding upon the parties specified below, and to any person, office, or board succeeding either of the parties. This Agreement may not be assigned by the Borrower without written consent of the Department.

Section 6.6. The Department may cancel all or any part of this agreement if:

(a) Any representation or other statement made by the Borrower to the Department in connection with its application for a loan from the Alaska

Drinking Water Fund is incorrect or incomplete in any material respect;

(b) The Borrower has violated commitments made by it in its Approved Application and supporting documents, has not adhered to the regulations of the Alaska Drinking Water Fund (18 AAC 76), has violated any of the terms of this Loan Agreement; or

(c) The financial position of the Borrower has, in the opinion of the Department, suffered a materially adverse change.

Section 6.7. No portion of this loan amount may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION

By: Michelle Hale
Michelle Hale, Director
Division of Water

**ACKNOWLEDGEMENT
STATE OF ALASKA
First Judicial District**

The foregoing instrument was acknowledged before me this 7 day of
April, 2015


Notary Public, State of Alaska
My commission expires: with office

By: _____
Haines Borough

**ACKNOWLEDGEMENT
STATE OF ALASKA
First Judicial District**

The foregoing instrument was acknowledged before me this _____ day of
_____, 2015

Notary Public, State of Alaska
My commission expires: _____



MANAGER'S REPORT

DATE: April 28, 2015
 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: The Budget COWs are complete and the budget is being introduced on 28 April 2015. Updates to funding include the news that Congress authorized the FY 14 and FY 15 Secure Rural Schools funding (approximately \$120,000). This money will be available for use in the FY 16 budget. Additionally, the Department of Corrections notified communities with jail facilities that the anticipated cuts may be slightly less than anticipated. We await details on this subject. Finally, we were notified on Thursday 16 April that Commercial Passenger Vessel funds may be in jeopardy. We responded to an information request from Senator McKinnon's office and stressed how important this \$190,000 of funding is to our community.

Harbormaster Hiring: A Hiring Committee met and recommended that Mr. Shawn Bell be hired for the position of Harbormaster. His name has been submitted to the Assembly for consideration and a recommendation letter is provided separately.

Interim Director of Public Works: A Hiring Committee met and recommended that Mr. Brian Lemke be hired as Interim. His name has been submitted to the Assembly for consideration and a recommendation letter is provided separately.

Interim Police Chief: A hiring committee convened and interviewed three individuals for Interim Police Chief. The applicants are being reviewed before names are forward to the Public Safety Commission for consideration and comment.

Piedad Water Project & Associated Land Purchase: This item is on the agenda for 28 April. Key information associated with this item:

- The current site is subject to ground water contamination
- This is against DEC regulations
- We cannot operate the site in violation of regulations
- The project will bring the Borough into compliance with regulations
- This project will require an expanded easement or a land purchase
- The current property owner is not in favor of a easement and is offering the property at current market value

- The purchase of the property is the most cost effective method of moving forward
 - Alternative is to close down the Piedad source and rely on Lily Lake. The additional cost in treatment chemicals will equal the cost of property purchase in 7 years or less

Community Purpose Exemption (CPE): There was a Finance Committee Meeting on 20 April to review the status of the CPE. Several recommendations were made for adjustments and the document is being revised and will be discussed by the Finance Committee again on 30 April. The item is on the agenda for 28 April as a second public hearing. A current version of the DRAFT developed by the Finance Committee is provided for review and comment.

Borough Roads: A roads assessment was conducted and a maintenance schedule is provided below. This schedule will be posted on the Borough website.

SPRING 2015 ROAD MAINTENANCE SCHEDULE			
APRIL: WEEK 1	APRIL: WEEK 2	APRIL: WEEK 3	APRIL: WEEK 4
Graded: West Fair Drive	River Road	Moose Lane	Mt Riley Rd
Fair Drive	Jones Pt Rd	Vermiere	Sunshine
Fill gravel Potholes on Beach Rd.	Barnett Drive	Beach Rd	North Sawmill
	1st Ave North	Old/New Hart	Wellfield
MAY: WEEK 1	MAY: WEEK 2	MAY: WEEK 3	MAY: WEEK 4
Fair/W Fair Drive	1st Ave North	Beach Rd	Mt Riley Rd
Young Rd	Jones Pt Rd	Spruce Grove Road	N Sawmill
Skyline	Barnett Drive		Wellfield
			Meadowlands
JUNE: WEEK 1	JUNE: WEEK 2	JUNE: WEEK 3	JUNE: WEEK 4
Fair Drive	1st Ave North	Beach Rd	Mt Riley
Skyline	Jones Pt	River Rd	Sawmill
	Barnett		Wellfield

Letnikof: A recommendation for funding repairs for Letnikof is included in this agenda.

Signs in Violation of Borough Ordinance: Last year an Ordinance was brought before the assembly to adjust the signage code. That item was sent to the Commerce Committee to provide recommendations as well as to the Planning Commission. During this process enforcement of the current code was held in abeyance at the Manager’s direction anticipating a change. It has become clear that there will not be progress on the amendment therefore I will direct enforcement officials to enforce code on this item effective 1 May. Letters have been sent to individuals and businesses who are in violation notifying them of the requirement and giving them time to come into compliance.

E-911 Surcharge: On the agenda for the 12 May assembly session the subject of an e911 surcharge will again be introduced.

- Communications throughout the Borough has improved
- Tracking and information handling has improved
- The only capability not present is the address notification which is tied to a capability limitation inherent in APT telecommunication systems

- The surcharge would be used to capture Operations and Maintenance cost for the current system as well as establish a fund for eventual replacement of the system
- Establishing this as a fee tied to individual phone lines ensures the cost is targeted and distributed appropriately
- The surcharge represents a responsible approach to capturing costs

Police Assessment: I have remained in touch with Mr. Russell and he is continuing his work on the audit. I anticipate a DRAFT report within the next month.

Community Cleanup: I let Department Heads know that the Borough Administration will be supporting the Cleanup and my plan is to provide paid time to employees for the 2 hours spent in cleanup on May 1st (3-5 PM). We will maintain the office and facilities at minimal manning so that we can support this community activity. The Public Works department is coordinating with the Chamber of Commerce to ensure we have a full understanding of the timeline and expectations of Borough support to this project.

Earth Day: I met with organizers of the Haines Earth Day event and am happy to note that the Borough will again have a table at the Earth Day event to provide information on Borough activities and events. More to follow.

SE Alaska Fair Participation: I intend for Staff to participate in the Fair as we did last year. This will provide another opportunity for us to answer the public's questions and demonstrate what services are provided to the community.

Town Hall: I am hoping to schedule a date in the near future for a Town Hall similar to the one I conducted last summer. The goal is to provide updates to the community and answer questions in an informal venue that fosters communication.

Fiber Optic Cable: APT is proposing to run a submarine fiber optic cable from Juneau to Haines and Skagway to provide redundant data transfer capacity. The project consists of an 86-mile submarine fiber optic cable with three landings in Juneau, Haines, and Skagway. The Army Corps of Engineers is requesting comments on the proposed project within by 2 May 2015. . Further information concerning the general permit can be found at their web site:

<http://www.poa.usace.army.mil/Missions/Regulatory.aspx>.

Comments on the proposal may be emailed to Matthew.T.Brody@usace.army.mil. The document is also available for view on the Borough website.

Community and Economic Development

Lutak Dock: CED Director attended a meeting with the Chilkoot Indian Association to discuss the former Army Fuel Tank Farm. He presented the process to clean up the contaminated soil. The Director also attended the Haines Fuel Terminal Restoration Advisory Board Meeting on Thursday, April 23. This meeting focused on environmental restoration activities at the former Haines Fuel Terminal.

Public Participation Plan: Final edits were made to some documents explaining what the Borough would like to do. These documents were emailed to all the Borough committees, non-profit agencies, state and federal agencies with offices in Haines.

Capital Facilities Plan: CED Director was unable to work on this project due to other projects with more time sensitive deadlines. The due date has been changed to May 15.

Cruise Ship Waivers: Staff report regarding an analysis of various options is nearly finished. This topic is scheduled for the May 12th Assembly meeting.

Winter Economy Survey with McDowell Group: The final draft has been submitted by McDowell Group. The borough clerk will email it to the Assembly members. The Tourism Director will prepare a presentation regarding its contents and recommendations.

BioMass Project: Staff met with representatives for USDA and Alaska Energy Authority. The CED Director pitched the proposal regarding providing financial assistance to address the supply and distribution problems that are holding up moving forward with this project. The ideas were well received. The CED Director will prepare a written proposal and submit for their review and approval.

Mosquito Lake School: The CED Director met with the Friends of Mosquito Lake to discuss the creation of a "memorandum of understanding" (MOU) regarding the school. This MOU is scheduled for presentation to the Assembly at their May 12th meeting.

Business Retention and Expansion (BRE) Program: Several borough staff, along with staff from the Chamber of Commerce and the Chilkoot Indian Association, met with University of Alaska's Center for Economic Development. They participated in a 12-hour workshop regarding the creation of a BRE Program in Haines. The program will consist of a standard questionnaire and entry of data into a database. This information will be used to identify businesses that may need assistance and/or businesses wanting to expand. The group will get together later to identify resources and referrals that they can offer businesses. They may want to request an AmeriCorps Vista volunteer to help them start the program. The application for this volunteer is sometime in June.

Facilities & Public Works:

Vocational Education Building Upgrade: The Haines Borough Assembly on April 14th adopted Resolution 15-04-620, authorizing a contract with Premier Electric of Wasilla for an amount not to exceed \$750,000 for the mechanical system upgrades to the Vocational Education Building at Haines High School. Project final completion is September 18, 2015.

Allen Road 2015 Water System Upgrade: The assembly on April 14th approved awarding this project to Southeast Road Builders for an amount not to exceed \$468,748. Work could ensue as early as mid-May and is to be completed by July 15, 2015. The waterline portion of the project will install approximately 2,450' of 8-inch AWWA C-900 PVC water pipe and associated fire hydrants, water services and gate valves. The existing asphalt chip seal road surfacing will be removed and replaced with a D-1 surface. AKDOT will then re-surface the road under a different contract. The Borough will seek an increase to a \$500,000 Alaska Drinking Water Fund (ADWF) loan to cover the DOT work.

Public Safety Building/Jail Cells: Heating upgrades are being planned for the existing jail cells. All work will be performed by Borough Maintenance staff using new in-floor heating. During the winter months, the heat in the cells has failed many times.

Facility Management Program: Currently, the management program is being used to schedule planned maintenance and work orders. To date, there are more than 200 work orders in various stages of progress.

School Roof Project: Bid-ready documents are being prepared for roof repair work to take place in the spring/summer of 2015. The areas to be repaired were outlined in a 2013 roof assessment performed by JYL Architects out of Juneau.

Sledding Hill: The clearing portion of the work is near completion. Stumps will be removed by Whiterock Nursery when the trees have been removed.

Hazard Mitigation Plan: Progress continues on the updated HMP. The draft will be submitted to the Department of Homeland Security by April 30.

Piedad Water Transmission Line Replacement: Staff is working with DEC to acquire an ADWF loan in addition to the re-appropriation of past grant funds to make substantial improvements to the

Piedad Springs water source. The scope of work will include source improvements, transmission line replacement, new filtrations system and a small storage tank for contact time.

PW Equipment Operator: Daymond Hoffman accepted a position with Dawson Construction effective April 15. Ted Cheney, previously working for the Borough in the water/sewer/maintenance departments, has been hired for the operator position and began work on April 21.

Library:

-National Library Week, April 12-18, celebrated *Unlimited Possibilities @your library*. Special events were scheduled all week, including Music in the Stacks, Storytimes, a Scrabble Tournament, bird walk, catapult launches, Native Games, and more. Library attendance for the week was 2,130. Many thanks to our volunteers who helped make the special programs happen.

-With the potential loss of OWL funding at the State level, the library is looking into alternatives for assistance in covering our public internet fees. Loss of this funding will more than quadruple our monthly internet costs and affect our E-rate reimbursement.

-Library director, Patty Brown, has been invited to present at the American Library Association's Annual Conference by the association's committee on Rural, Native, and Tribal Libraries. The conference is in June.

-April 28, 5-7pm, Book Launch Party for Heather Lende's new book, *Find the Good*. Music, appetizers, reading and book signing. Tickets are \$10.

Public Safety:

-No major incidents to report.

-The Chief is conducting initial interviews with 5 applicants he has identified as candidates for the position of police officer. Two have Alaska Certifications and one is a certified officer in Pennsylvania. Two other candidates have limited experience. He is seeking the help of the Public Safety Commission for more thorough interviews next week.

-Officer Dryden is expected back from the Academy and on shift by May 18th.

-Dispatch is continuing to train with the help of Al and Jenn on Medical and Fire calls. More time was completed this week.

Sheldon Museum and Cultural Center

Director's Report: March 2015

March Visitor count: 468

March Volunteer hours: 155 hours (24 volunteers)

Website Hits: 2,303 page views by 1,228 unique visitors (**Year to Date = 6971 page views**)

Student Programs: 3 educational programs served 61 students and teachers. (The museum director provides educational programming until money can be raised for a new educator.)

Collection Accession Records Completed: 61

Research Requests: 6 separate requests (4 hours)

Administration:

- **Staff Evaluations:** Blythe Carter and Jono Greene's evaluations still to be completed due to Blythe's illness through much of March.
- **Budget:** Completed budget
- Helen on vacation March 2 -10 (her daughter is in the state spelling bee in Anchorage).
- **Lindsey Edgar's** last day was March 6th.
- **Collections Management Grant:** Completed final grant report for winter 2014/2015 project and submitted new grant request for spring/summer 2015.
- **MRV Architects:** Submitted revisions to the architect for preferred museum reconfiguration and expansion.

Exhibits

- **Snowflakes: Nature's Dazzling Design:** Closed March 14. Created digital documentation in Past Perfect. Disassembled exhibit, recreated it and sent it via Lynden to the Dorothy Paige Museum in Wasilla. Local photography was returned to lenders.
- **Key Ingredients:** Completed clearing the lower gallery exhibits and placing items in storage. This included improving large artifact storage that occurs within the gallery so it is no longer visible. Painted lower gallery walls. Transported 16 crates to the Museum from a storage unit. Unpacked and assembled 7 exhibit kiosks. Designed, installed, and wrote labels for Haines portion of exhibit. 10 volunteers helped staff with this exhibit preparation. Numerous community members contributed canned and dried foods and commercial food products. Children's area was moved across the gallery. It focuses on fishing and salmon for the summer.
- **Sixweek Spotlight:** Finalized exhibit schedule with artists and arranged meetings with each:
 - Katie Craney: July 31-Sep 12
 - Rebecca Brewer & Adrian Revenaugh Collaboration: Sep 18 – Oct 31
 - Kerry Cohen: Feb 5-Mar 19
- Exploring 2016 exhibits and exhibit schedule
- Maintained current galleries – label corrections, exhibit repairs, coordinated volunteer workers.

Collections & Research

- **Museums Alaska Collections Management Grant:**
 - Ordered more storage materials from Gaylord
 - Sorted 11 banker's boxes of Haines High School Yearbook raw materials and entered into database. Organized yearbook supplement accession (30 items)

- Completed cataloging 2 bankers boxes (14 file folders of documents) of Heinrich Girl Scout material.
- Completed cataloging of 4 bankers boxes of Lib Hakkinen and Betsy Anne Hakkinen Galloway Girl Scout materials. Close to 500 photographs numbered, but not processed into database.
- Inventoried the 40+ flat file drawers in the lower level storage area.
- Cataloged 8 new incoming objects and 7 study collection objects.
- Completed final grant report and made a new application for another grant to continue the project of processing the collection's backlog.
- **KHNS History Talks:**
 - March 3: Historic vs. Modern technology in communications; read several telling telegrams from archives, introduced school's new app for us
 - March 17: **Key Ingredients** exhibit promotion, Highbush cranberry stampede story

Operations

- **New Pathways "small project with radical intent"** initiated and will continue throughout the summer. Survey developed and implemented by Blythe Carter.
 - **A test "bean survey" at three local food markets** (Mountain Market, Howsers, and Oleruds) on March 27 from 11-1 to promote the exhibit. Volunteers polled grocery store patrons regarding where they first heard about the Key Ingredients opening the following week. "You just told me" and "Word of mouth" were the most chosen. If we do it again, we should choose a weekend (Saturday) when people are not as rushed (about 50% of people "did not have time.")
 - **Ongoing surveys** will be held throughout the summer, in the Key Ingredients exhibit gallery, the questions revised and tailored to our visitors.

Store

- **Inventory** completed March 2. Discrepancies have been tracked down and the data entered into POS. Ordering for the 2015 summer season has begun.
- **New merchandise** includes home-grown items to complement the Key Ingredients Show: local chapstick and salves from Alaska Rods, Handmade soap from Great Alaska Soap Company, tea and sourdough starter from Alaska Wild Tea.

Programming

- **First Friday:** March 6 – Our first evening opening for this new community event.
- **Tlingit Language Class:** Wednesdays 3:30-5 p.m., beginners are in the first half hour, more advanced students are in the second hour.
- **Welcoming Reception for the Free Ride World Tour,** March 13: 200 athletes and towns folk mingled in the museum's galleries for three hours. With a special alcohol permit, we served beer and wine for the first time in the museum.
- **Snowflake Exhibit** classes for school children taught by Helen: The 1st grade and 6th and 7th grade Science classes attended during March. Also, the Juneau Swim Team, stuck in Haines unexpectedly, attended a program. A total of 54 Haines students and 7 teachers/chaperones attended 3 educational programs.

Staff Training

- **New Pathways:** Staff attended two virtual workshops, Mar. 3 and Mar. 24. We did self-assessments and discussed organizational capacity.

Upcoming Activities

- April 3: Opening for **Key Ingredients Exhibit**
- April 9-12: Food Workshops with Sarah Lewis, the Family and Community Development Agent for the UAF Cooperative Extension's Southeast Districts
- April 17: Opening for **Tom Beileski's Bridges Exhibit**
- April 24-May 9: Fortnight of Learning (programming still being developed)
 - April 24: "Fed Up" documentary
 - May 1: First Friday Event: Strawberry Plant Sale
 - May 5: "Tasty Heart Healthy Cooking- More Flavor, Less Salt," : Aleene Poulsen, dietician
 - May 7: "Eating from My Garden All Year Long," Brigid O'Connor, Public Health Nurse
- May 4: Nancy Nash Piano Student's Recital
- May 8: **Haines School Student Art Show** Opens
- May 14-15, 2015: **AASLH Workshop: Collections Management and Practices Workshop**. Information to sign up is now online at <http://resource.aaslh.org/view/collections-management-and-practices/AASLH>
- May 16, 2015: **Reshaping Workshop**: how to unroll brittle documents and maps, reshape distorted baskets and hides.
- May 18: Museum summer hours start
- May 23: Volunteer Appreciation Luncheon
- New Pathways Project with Rasmuson Foundation, EMCarts and Foraker Group:
 - New Pathways Coaching Sessions with Laurie Wolfe: May 6, 2015 (will be held via Skype)*
 - New Pathways Virtual Workshops: Apr. 14, 2015*
 - New Pathways Anchorage Workshops: May 7, 2015*
- May 23: Volunteer Appreciation Luncheon
- June 5: First Friday Event
- June 16: Lea Wight: Portrait Painting Demonstration in the gallery
- June 19: **Portrait Exhibit** opens

HAINES BOROUGH**2009 - 2014 Calendar Year Sales Tax Receipts***Based on Tax Return Period*

	2009	2010	% Change	2011	% Change	2012	% Change	2013	% Change	2014	% Change
Retail	\$ 1,224,771	\$ 1,244,252	2%	1,318,957	6%	1,327,040	1%	1,371,050	3%	1,358,992	-1%
Services	433,799	449,415	4%	446,591	-1%	463,624	4%	456,833	-1%	471,875	3%
Tourism	379,372	359,578	-5%	370,351	3%	387,794	5%	409,538	6%	437,792	7%
Eating & Drinking	285,871	306,570	7%	294,317	-4%	302,434	3%	303,789	0%	299,803	-1%
Lodging	246,348	256,409	4%	255,510	0%	264,735	4%	257,910	-3%	258,789	0%
Construction	43,042	40,291	-6%	48,133	19%	49,296	2%	31,429	-36%	54,752	74%
	<u>\$ 2,613,202</u>	<u>\$ 2,656,515</u>	<u>2%</u>	<u>\$ 2,733,859</u>	<u>3%</u>	<u>\$ 2,794,922</u>	<u>2%</u>	<u>\$ 2,830,549</u>	<u>1%</u>	<u>\$ 2,882,002</u>	<u>2%</u>

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

February Statistics

Visits: 5,498

Monthly Circulation: 7,331

Internet Use: 1,241; Wi-Fi: 956

Library Programs: 45, Attendance: 698

Non-Library Programs: 4, Attendance: 14

Meeting Room Reservations: 49; Attendance: 179

March 18, 2015**Director's Report**

Items of Interest:

- Holly Davis and I had a busy week at the Alaska Library Association meeting. Holly's session on children's programs was a packed room with people telling me later that they either wanted to steal her or clone her.
- Many hours were spent during the last week of February and first few days of March in contacting libraries throughout the state and our legislators about funding for both OWL and Live Homework Help. At this time, OWL and Live Homework Help were re-instated into the House budget and approved during the House floor vote. I received emails from members of the House Finance Committee stating that they had received over 100 emails asking for the reconsideration of OWL funding. There is a stipulation in the current amendment that other sources of funding should be sought for FY17.
- Rebecca completed our E-rate application for the upcoming fiscal year. The savings we anticipate receiving through E-rate include \$2,192 for telephone and \$28,560 for internet.
- Michael Stallings, Joint Library Catalog Systems Manager from UAA, would like to come to Haines in April to share information about the catalog system with both the library staff and board. We are working on a date for late April and will hopefully make this in conjunction with our next board meeting.
- Debbie Gravel has jumped right in to the Circulation Services position. Her previous library experience has made her training quick and easy.

Budget:

- A tentative schedule for the budget process includes meetings this month to go over department budgets with the Manager and finance director prior to the Manager's budget being submitted to the Assembly.

Programs:

- This Friday, March 20th, the library, in partnership with the 49 Writers group, is hosting a Reading-in-the-Round with poet Jeremy Pataky. Refreshments are served at 6:30 with readings beginning at 7pm. Jeremy will also be reading and signing his latest book of poetry, *Overwinter*.

Haines Borough Public Library

- Three new YA programs – Tuesday Homework Help, Thursday Game Lab, and 3rd Friday Movies for Teens have met with success. Numbers have been anywhere from 5-20.

Other:

- The Lucky LEAP event was a fun evening of wonderful entertainment and delicious desserts. Approximately 60 people were in attendance. Total profit for the evening was \$1,530. We are LEAPing forward.
- Next big event: Tuesday, April 28th, 5-7pm, *Find the Good*, reading and book signing with Heather Lende!
- Next Capital Campaign Planning meeting is currently scheduled for Saturday, April 11 at 9AM.

Haines, Alaska CVB
TOURISM ADVISORY BOARD - MEETING MINUTES



Monday, March 23rd, 2015 - 9:30 a.m. - Assembly Chambers

Meeting call to order-9:45am

Roll Call: Call to order 9:45am

Present. Sean Gaffney, Rhonda Hinson, Michael Marks, Diana Lapham, Leslie Ross

Phone: Jeff Butcher

Public: Andy Hedden, Assemblyman Mike Case

Borough Staff: Bill Mandeville

Approval of Excused / Unexcused Absences: Scott Sundberg , Karen Hess and Barbara Mulford excused

Approval of Agenda:

Approved Marks and second Butcher

***Approval of Minutes: approved Marks, Gaffney**

Public Comments:

Diana Lapham – Suggests TAB be present at Ports and Harbor meeting to discuss Lookout Park and paving of parking lot. Tourism director Ross and Gaffney plan to attend

Chair Report:

Karen will return about the 14th or 15th of April.

New Business:

Review of the Freeride World Tour

Marks reports a successful Museum Reception for FWT.

Freeride Tour Review moved to next meeting as the competition is still in progress.

Mandeville/Ross plan to circulate a Survey following event to get public input. Ross comments on great public receptions, happy visitors, plans for FWT to return next year, plans to debrief with FWT organizers.

Fireworks for the 4th of July

Discussion of Tourism Dept. budget and responsibility for Fireworks. Is it Tourism's responsibility to support a community based fireworks show? Tourism Director Ross does not think so, the Chamber has not shown interest in taking it back, discussion of asking the American Legion to take it on or share it with Community Economic Development.

Current options: Contact Western Pyrotechnics. Michael Marks will contact Phillip Wilde locally.

Old Business:

1 Presentation by Bill Mandeville: Financial Analysis of Tourism Market of Haines. Looking at the relationship between Tourism and Museum, Chilkat Center. Overview of moving Lookout Park and the connection between Small Boat Harbor and PC Dock. Mandeville, supports waivers for cruise ship industry but acknowledges the need to discuss this in the entire budget. Waiving fees demonstrate intent to welcome ships into town.

2 FY15 Community and Economic Development Department Budget

Ross discusses cuts to budget, reasoning for moving/cut items. Desire for a Web/Online Marketing budget – this budget had been moved to Econ Dev.

3 Incentive program to encourage more ships to Haines (docking fees)

Bill Mandeville will present to Assembly in April.

Tourism Director Update:

Board Comments: Jeff Butcher gives quick update on 4th July music fest.

Meeting adjourned: 11:30am

Next Meeting Date: 4/14/ 2015 , 9:30am Assembly Chambers

Minutes Submitted: _____

Approved: _____

Public Safety Commission

3-2-2015 Meeting Assembly Chambers 5:30pm

Commissioners present: Judy Erekson, Jim Stanford, Bob Duis, Judy Ewald and Kay Clements

Also present: Manager Sosa, Diana Lapham, Chief Musser, Mayor Hill, Carol Duis, Bill Mandeville

Agenda – JE approved, BD/2 unanimous

Minutes from February – JE approved, JLE/2

Old Business:

- HELP Committee Report – PSC rep missed meeting due to time confusion
- Response to PSC letter – Manager Sosa sent a draft response to PSC and confirmed that nothing has substantially changed in interim. Food and rations not highest priority given list of neglected projects and deferred maintenance of public facilities.

New Business:

- Chief Musser's report – citing low crime rate and working on better clearance rate. Acknowledged that some crime is undoubtedly drug-related crime but hard to pinpoint exact cause and effect. Borough is working with school district and local services on community responsibility for issues. Requires diplomatic approach to parents and kids but Dr. Jewell maintains zero tolerance at school and does not hesitate to contact families if drug use is suspected. Economy noted as having big impact on family environment.
- Phase one of the survey of HPD going ahead. Goal is to assess culture and effectiveness of policing in Haines. Lack of trust and lack of training noted as key factors to overcome to have respected force. The survey will be delivered to the manager who will make decisions on how to move forward with results which will be made public.
- Discussion of PSC – role of the commission is defined in code. Code description noted to be variously both vague and restrictive. Basic role to identify issues and make staff and assembly aware of what the needs are and/or fund certain things the PSC feels are important.
- Public health nurse Brigid O'Connor suggested as addition to PSC. JS moves to approach Brigid O'Connor, KC/2. Unanimous, JS will contact.
- PSC looking briefly at how to help with marijuana discussion. Chief gave quick refresh on what is legal/illegal. Tabled until more information is available from state.

Meeting adjourned: 6:30pm

Next meeting is April 6th, 5:30pm

May meeting date to be determined. PSC will be on 3-month sabbatical from June - August

JE moves to adjourn, BD/2 unanimous!

**Haines Borough
Planning Commission Meeting
March 12, 2015
MINUTES**

Approved

1. **CALL TO ORDER/PLEDGE TO THE FLAG** – Chairman **Goldberg** called the meeting to order at 6:30 p.m. in Assembly Chambers and led the pledge to the flag.
2. **ROLL CALL** – **Present:** Chairman Rob **Goldberg**, Commissioners Lee **Heinmiller**, Robert **Venables** (called in), Heather **Lende** (called in), Brenda **Josephson**, and Rob **Miller**.
Absent: Don **Turner III**.

Staff Present: David **Sosa**/Manager, Tracy **Cui**/Planning and Zoning Technician III, and Bill **Mandeville**/Community and Economic Development Director.

Also Present: Mike **Case** (Assembly liaison), Sierra **Jimenez**, Jolanta **Ryan**, Stephen **Henri**, Glenda **Gilbert**, Roger **Schnabel**, Dave **Smith**, and Jon **Hirsh**.

3. **APPROVAL OF AGENDA**

Goldberg suggested combining Item 8B and 8C.

Motion: **Miller** moved to “approve the agenda as amended.” **Heinmiller** seconded it. The motion carried unanimously.

4. **APPROVAL OF MINUTES** – February 12, 2015 Regular Meeting Minutes

Motion: **Heinmiller** moved to “approve the February 12, 2015 minutes as amended.” **Miller** seconded it. The motion carried unanimously.

5. **PUBLIC COMMENTS** - None

6. **CHAIRMAN’S REPORT** – None

7. **STAFF REPORTS**

- A. **Planning & Zoning Staff Report**

Cui reported monthly permits and updates on projects.

8. **PUBLIC HEARINGS**

- A. **ADOT&PF – Corner of Union Street and Allen Road – Maintenance Station Variance Proposal**

Goldberg opened the public hearing at 6:50 p.m.

Henri spoke on behalf of ADOT&PF and requested the commission approve a height variance to allow the construction of a 32-foot-tall maintenance station to be built outside the Borough code requirement of a 30’ height restriction. This will be a new 90’ by 120’ building to replace the existing facility. The size of road maintenance vehicles has tended to increase over time, which has required ADOT&PF to change the design of its maintenance stations to adequately service those vehicles. The additional height is needed to appropriately maintain the road maintenance vehicles.

Gilbert spoke as the representative of the adjacent property owner. She said the proposed station will connect to the existing water and sewer mains off Main Street. However, no documentation demonstrates the existence of a utility easement.

Henri said the drawing is only 35% complete. The state will work out an arrangement with the property owner or re-route the utility lines.

Goldberg closed the public hearing at 6:55 p.m.

Henri said the proposed structure is intended to connect to the public water and sewer systems.

Venables spoke in favor of the proposal. He suggested the commission consider granting another one or two feet as needed.

Miller suggested an oil/water separator to be installed to protect Sawmill Creek.

Motion: **Miller** moved to “approve ADOT&PF’s height variance proposal to allow the maintenance station to be built up to 34’.” **Josephson** seconded it. The motion carried unanimously.

B. C-208-TL-0400 – Top of 4th Ave. – Amendment to Resource Extraction Conditional Use Permit

C-208-TL-03A0 – Top of 4th Ave. – Resource Extraction and Material Storage Conditional Use Permit

Josephson recused herself.

Goldberg opened the public hearing at 7:08 p.m.

Schnabel said in the past few summers, there were many construction projects taking place in the Skyline area, and trucks were driven up and down Young Road frequently. However, if this conditional use proposal is approved, it will reduce the traffic burden on Young Road. Regarding the material storage, **Schnabel** said the concrete with rebar is very difficult and expensive to recycle. He asked the commission’s permission to allow him to move the concrete to the site. The concrete will be effectively recycled and reused in other projects. Additionally, asphalt is very good construction material; he would also like to move asphalt to the site. Storing construction material on the site will significantly save transportation costs. This will make him more competitive to provide services that cost less to the community.

Jimenez, Ryan, and others spoke their concerns about traffic safety in residential areas.

Sosa said the Borough code specifies different types of trash, such as garbage, rubble, and rubbish. His recommendation is to eliminate hazard materials, garbage, and rubbish.

Hirsh said the proposed site is within the residential areas. The commission should not encourage industrial activities.

Goldberg closed the public hearing at 7:30 p.m.

Goldberg said he is sympathetic to the residents who do not like having trucks go past their residences. This gravel pit has provided gravel to the community for more than 50 years. One side of the pit has about 20,000 cubic yards of gravel, and the other side of the pit has about 5,000 cubic yards of gravel. The pit has a total of 25,000 cubic yards of gravel with a life span of 20 years. It comes to 1,250 cubic

yards/year. One truck hauls about 10 cubic yards of gravel, so it will be about 125 trucks going to or from the pit in one year. If the construction season is four months long, then that will be one truck/day on average.

Lende asked if the improvements to the pit will make the potential slide area safer. **Schnabel** said yes.

Schnabel said the amount of material extracted from the pit will be roughly equal to the amount of material imported into the pit. He has no objection to the manager's recommendation.

Lende said she does not support to allow more industrial related activities in the residential neighborhood.

Motion: Venables moved to "approve the proposed conditional use permit application with the conditions set forth in the manager's recommendation letter."

Miller seconded it. The motion carried 4-1 with **Lende** opposed.

More discussion ensued.

9. UNFINISHED BUSINESS – None

10. NEW BUSINESS

A. **Historic District/Building Review** – None

B. **Haines Borough Code Amendments** – None

C. **Project Updates** – None

D. **Other New Business**

1. **Primary School Preliminary Plat Review**

The commission reviewed the plat, and pointed out there was an error in the title block and the chairman's name was misspelled.

Cui said the surveyor re-surveyed the subdivision based on the recommendations from the commission. Additionally, lots within blocks 3 and 4 are owned by the Borough and the school buildings were built on these lots. It was recommended to vacate these lot lines to consolidate them into one single lot. The commissioners spoke in favor of this recommendation.

The commission also suggested keeping the library lot as rectangular. A Memorandum of Understanding (MOU)/easement can be written to allow one portion of the running track to remain on the library lot.

Smith said an additional cost will be needed to complete the project.

Cui said she will report these recommendations to the manager.

2. **Classification of Borough Land for Sale**

The commission suggested staff focus on some topics in more detail: estimated cost of the development; water and sewer infrastructure implementation; public safety concerns; real estate market impact analysis, and the potential partnering opportunity with private-sector developers.

Goldberg suggested **Turner** and **Lende** conduct a site visit with staff to investigate these Borough-owned properties and take some pictures.

3. **Lot Line Adjustments Involving Lots Nonconforming as to Size**

Goldberg said the downtown area was originally platted in 1917 and the minimum lot size of 10,000 square feet was established in the 1970s. Almost none of the lots within the downtown area comply with this requirement. A lot line adjustment that results in creating non-conforming lots is prohibited by the existing code. The code does not allow downtown property owners to make any lot line adjustments on their properties. He believes the code needs to be amended to address this issue.

Cui said she will draft the ordinance for commission review at the next regular meeting.

11. **COMMISSION COMMENTS**

Heinmiller summarized the previous CIA Wetland Committee meeting.

12. **CORRESPONDENCE** - None

13. **SET MEETING DATES**

A. Regular Meeting—Thursday, April 16, 2015.

14. **ADJOURNMENT**— 9:00 p.m.

Parks & Recreation Advisory Committee (PARC) meeting

5:30 PM April 9, 2015

Location: Library Great Room

Unofficial meeting due to no quorum

Members present: Chapell, Hoffman, Jewell, Al Giddings (non-voting)

Member absent: Pochardt. Vacant seats: 3

Also in attendance: Mike Case, Ron Jackson, Jan Hill, Tom Morphet

PARC membership

April 9, 2015 was Hoffman's last meeting.

PARC now has 3 members and 4 vacant seats. PARC cannot reach a quorum without new members.

Work session on small boat harbor expansion and Lookout Park

There is widespread concern that the viewshed and tranquility of Lookout Park will be lost when the Harbor Expansion project surrounds the park with a parking lot. Many people on the Ports and Harbors Committee, Parks and Rec Advisory Committee, Tourism Advisory Board, and Planning Commission would like to see options for mitigating the negative effects of the harbor parking lot expansion.

Five options were discussed:

1. Leave Lookout Park where it is;
2. Move Lookout Park to the bluff above Front Street (on Presbyterian Church property);
3. Construct a scenic walkway on top of the rubble mound breakwater on the east side of the Harbor. (See picture on the next page of a similar walkway in Sitka);
4. Move Lookout Park to Picture Point;
5. Move Lookout Park to the southeast corner of the expanded parking lot with a park access strip from Front Street along the south perimeter of the parking lot. (See picture next page of a harbor edge park strip in Sitka). In trade for this new site, the current footprint of Lookout Park would be integrated into the parking lot. Removing the 65% design plan's park bulge intruding in the expanded parking lot would result in a net increase in unobstructed useable area in the expanded parking lot.

We reviewed the waterfront plan in "Plan for Public Use and Access in the City of Haines" (Sheinberg Associates June 2001). That plan assumed harbor expansion would be northward.

There was agreement that features such as signs, items, side walk pullouts, etc. are needed to attract and guide tourists from the Port Chilkoot dock to downtown where they can spend money. Jewell suggested students in the industrial classes could make signs. Tom Morphet said the Downtown Revitalization Committee's plan envisioned a visual cue, like the restored steam drill assembled to full height, at some point on the Harbor side of Main Street.



A park strip along the edge of the downtown Sitka harbor.



A simple boardwalk built on top of the rubble mound breakwater leads to a lookout of Sitka Sound.

Haines Borough Public Library Board
Approved Meeting Minutes
February 18, 2015
4:00 PM

9E

The mission of the Haines Borough Public Library is to be responsive to community needs by assembling, preserving and providing access to materials, information, and technology. Therefore, the Library will offer an environment conducive to providing programs, sharing information, and stimulating ideas. The library will be a community gathering place where all ages are welcome.

Call to Order - 4:00PM

Present - James Alborough, Dick Flegel, Heather Lende, Anne Marie Palmieri, Diana Lapham, Dave Sosa, Lorrie Dudzik, Stacey Gala, Norm Hughes, Patty Brown, Tracy Wirak (by phone), JoAnn Ross Cunningham (via Skype)

Excused - Cecily Stern

Additions or Revisions to Agenda - Patty asked to include a discussion on staffing. Heather/Stacey moved/seconded to approve revision. Approved.

Consent Agenda Items

The following items are consent items for final action to be taken on all by a single vote. Any item may be removed for separate consideration if necessary.

1. Approval of Agenda
2. Approval of Minutes 1/21/2015
3. Director's Report
4. Treasurer's Report

Anne Marie/Dick moved/seconded to approve the consent agenda. Approved.

Public Comments - Norm Hughes pointed out that the bike rack needs better placement, so as not to block the walkway and handicapped entrance. We need a more bike friendly place. He offered his contact information: 907 723-4848, stormisurf@yahoo.com

Items for Discussion

1. FY16 budget review & approval - Dave Sosa explained the situation that the borough is facing as they begin planning next year's budget. Patty shared worksheets on the library's budget for the coming fiscal year, including a 6% cut from operating expenses. Anne Marie/Lorrie moved/seconded to approve the tentative budget proposal to be sent to the borough manager.
2. Lucky LEAP fundraiser - postponed until Capital Campaign meeting set for Saturday, February 21, 9:00AM.
3. Staffing - postponed until next meeting.
4. Director's evaluation review & approval - Heather/Stacey moved/seconded to approve Patty's evaluation. Approved.

Other

- Radio
February 20 - James, March 13 - Heather, March 20 - Dick

Director's Comments - Wayne Price did a logo for our current enhancement grant.

Board Comments - It was suggested that the logo be used for promotional items such as cups and T shirts.

Next Meeting - March 18, 2015 4:00PM

Adjournment - 5:27PM

Haines Borough Assembly Committee Meeting
Committee: Government Affairs & Services

April 22, 2015 Assembly Chambers 5:30 p.m.

Meeting Chaired by Assembly Member Berry
Report by Assembly Member Lapham

Attendance

Committee Members: Assembly Members Berry, Campbell, Jackson, and Lapham; and ex officio member Mayor Jan Hill

Staff: None

Others: Mike Denker and Stephanie Scott

Issue: Ordinance 15-04-405 (Removing 2nd Public Comment Period from Assembly Agendas)
Discussion/Action:
<u>Motion</u> by Campbell/Jackson to table the ordinance indefinitely.
Motion carried.

Issue: Ordinance 15-01-398 (Temporary Residence Permits)
Discussion/Action:
<u>Motion</u> by Berry/Campbell to send back to the Planning Commission with a request for clarification on definitions for Temporary Residential (over 15 days), and the construction definitions, and that they should be separated into two subsections in the ordinance..
Motion carried.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-562
 Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Visitor Janitorial Services Contract 2015-2016	1. Resolution 15-04-622 2. Request for Proposals 3. Proposal received from Machineworks 4. CED Director Recommendation
Originator: Borough Clerk	
Originating Department: Administration	
Date Submitted: 4/17/15	

Full Title/Motion:
 Motion: Adopt Resolution 15-04-622.

Administrative Recommendation:
 The Borough Manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 21,474.00	\$ See CED Memo	\$ adoption of FY16 budget	None; contract subject to budget

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

Summary Statement:

In response to a request for proposals, the borough received a bid from Machineworks to continue to provide janitorial services for the Visitor Center, Public Restrooms near the Visitor Center, and Public Restrooms at the Port Chilkoot Dock. The funding is budgeted annually, split evenly between the Tourism Department and the Commercial Vessel Passenger tax.

The Community & Economic Development Director recommends award of this contract. There are sufficient funds, and the work is necessary.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 4/28/15	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a contract with Machineworks to provide 2015-2016 janitorial services for the Visitor Center and Public Restrooms at the Visitor Center and Port Chilkoot Dock.

WHEREAS, the Borough issued a Request for Proposals (RFP) from interested businesses or individuals to provide 2015-2016 janitorial services for the Visitor Center, the Public Restrooms near the Visitor Center, and the Public Restrooms at the Port Chilkoot Dock; and

WHEREAS, the scope of services includes the following:

- *Public Visitor Center Restrooms building* - cleaned daily from May 1, 2015 through October 12, 2015,
- *Visitor Center building* (including employee restroom) cleaned once each week from May 1, 2015) through April 30, 2016, and
- *PC Dock Public Restrooms* shall be cleaned daily from May 1, 2015 through September 30, 2015; and

WHEREAS, the Borough received one bid in response to the RFP, Machineworks, for \$21,474; and

WHEREAS, Machineworks has provided the same scope of services for the Borough under a contract due to expire April 30, 2015 and for the current annual lump sum of \$18,825; and

WHEREAS, the new bid proposal represents a 13 percent increase in the contract amount, and there are sufficient funds to cover the contract; and

WHEREAS, funding for the services are budgeted annually and are currently in the FY15 budget as well as in the proposed FY16 budget split evenly between the tourism department and the commercial passenger vessel tax;

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to enter into a contract with Machineworks to provide 2015-2016 janitorial services for the Visitor Center and Public Restrooms at the Visitor Center and Port Chilkoot Dock.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on the _____ day of _____, 2015.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk

Haines Borough
Request for Proposals
Janitorial Services

**Visitor Center Building, Visitor Center Public Restrooms,
and Port Chilkoot Dock Restrooms**

The Haines Borough, Alaska is requesting sealed proposals for a licensed business to provide 2015 contractual janitorial services seasonally for the Public Restrooms at the Visitor Center and Port Chilkoot Dock and year-round for the Visitor Center. **Proposal Deadline: 4pm, April 17, 2015.**

I. SCOPE OF SERVICES

A. Services Required

Bathroom fixtures and floors shall be thoroughly disinfected during each cleaning. Paper supplies must be kept full. All trash gathered May through October is to be emptied and placed in the dumpster container located at the Visitor Center. Trash which has been separated for recycling shall be properly disposed of. The Visitor Center and offices are to be vacuumed, dusted, and generally cleaned in the most appropriate method for the specific area or item.

B. Dates and Frequency of Work

1. MINIMUM WORK (for Base Bid):

The borough seeks an annual-rate proposal to provide janitorial services for the following facilities and service dates.

PUBLIC RESTROOMS

The **Public VC Restrooms building** shall be cleaned **DAILY** from the date of the Notice to Proceed (approx. May 1, 2015) **through October 12, 2015**. Cleaning will take place after office hours, as appropriately arranged with the Tourism Director.

VISITOR CENTER

The **Visitor Center building** (including employee restroom) shall be cleaned **ONCE EACH WEEK** from the date of the Notice to Proceed (approx. May 1, 2015) **through April 30, 2016**. Cleaning will take place after office hours, as appropriately arranged with the Tourism Director.

PORT CHILKOOT DOCK

The **PC Dock Public Restrooms** shall be cleaned **DAILY** from **May 1, 2015 through September 30, 2015**. Cleaning will take place prior to the Haines Skagway Fast Ferry arrival, as appropriately arranged with the Tourism Director.

2. ADDITIVE ALTERNATE #1 Special Events (Separate Bid):

The borough seeks a separate daily-rate proposal to provide janitorial services over and above the minimum work for the following specified special events. The borough reserves the right to contract separately for this additional scope of work or to choose instead to perform this extra work in-house.

PUBLIC VC RESTROOMS and PC DOCK PUBLIC RESTROOMS

The **Public Restrooms building and PC Dock Public Restrooms** shall each be cleaned **TWICE DAILY** (once midday and once early evening). Note: these facilities are cleaned once-per-day early morning under the main contract.

Cleaning will take place as appropriately arranged with the Tourism Director.

- Beer and Home Brew Festival, May 22-23
- Klauane Chilkat International Bike Relay, June 20-21
- Southeast Alaska State Fair, July 30-August 2
- July 4th Celebration, July 4
- Koot-To-Kat Triathlon, August (date TBD)

3. Additive Alternate #2 Additional Work (Separate Bid):

The borough seeks a separate hourly-rate proposal to provide additional janitorial services for unforeseen or unexpected special events and/or cruise ship dockings that are not specified in this Request for Proposals. The borough reserves the right to contract separately for this additional scope of work or to choose instead to perform this extra work in-house.

C. Supplies and Equipment

The Haines Borough will provide all cleaning equipment and materials necessary for the performance of the services requested. The contractor is responsible for ordering routine cleaning supplies and is authorized to charge necessary supplies to the Borough's charge accounts locally. Any supplies which are not available through local purchase must be ordered by the Contractor through the Borough's purchase order system. Purchase of any equipment needing replacement must be authorized by the Director of Public Facilities.

II. MINIMUM QUALIFICATIONS

- A. Current Haines Borough and State of Alaska business licenses.
- B. May NOT be an employee or officer of the Haines Borough (per HBC 2.62.030).
- C. Can demonstrate janitorial experience and expertise.
- D. Can comply with the following contract conditions.

III. CONTRACT CONDITIONS

- A. **INSURANCE**: The Borough requires that the Contractor carry public liability insurance insuring the Contractor and its assigns and the Borough against liability for bodily injury to any one person in an amount not less than \$300,000. Contractor shall also carry the State minimum-required workman's compensation insurance coverage. A certificate of insurance must be provided to the Borough showing all required coverage prior to the effective date of the contract.
- B. **INSURANCE NOT LIMITING CONTRACTOR'S LIABILITY**: The provisions of this contract requiring insurance shall not limit the liability of the Contractor or anyone acting on behalf of the Contractor.
- C. **INDEMNITY**: Contractor agrees to defend, indemnify and hold the Borough harmless from any and all claims, demands or liability for bodily injury or death of any person, or damage to property arising out of the Contractor's execution of the contractual duties of the Contractor, its agents, employees or assigns.

- D. **DAMAGE TO BUILDINGS OR EQUIPMENT**: Any problems, including building or equipment damage, caused by or discovered by the Contractor during the execution of the contractual duties of the Contractor should be reported immediately.
- E. **COMPLIANCE WITH LAWS**: The Contractor and all persons acting on behalf of the Contractor shall comply with all applicable laws and regulations of Federal, State or Local government agencies with respect to the activities of the Contractor or anyone acting on behalf of the Contractor.
- F. **LIENS AND ASSESSMENTS**: The Contractor agrees that it will pay all employment security contributions required to be paid as a result of any services performed for the Borough regardless of whether they are performed by the Contractor or someone engaged by the Contractor. The Contractor shall not allow any lien to be placed against the Borough by reason of non-payment of such contributions or any other reason, and shall indemnify the Borough against any such lien.
- G. **EXPENSES AND ATTORNEY'S FEES UPON DEFAULT**: Contractor agrees to pay all actual costs, expenses and actual attorney's fees incurred by the Borough upon an Event of Default.
- H. **DEFAULT**: The Contractor shall be declared in default of the contract if the Contractor fails to adequately perform the contract services. If, in the opinion of the Borough, the Contractor's services do not adequately fulfill the intent of the contract (that is, to keep the premises in a clean and sanitary condition), the Borough Clerk shall notify the Contractor in writing of service deficiencies. If the Contractor fails to correct such deficiencies within ten days of receiving this written notice, or consistently fails to provide adequate services as documented in writing by the Borough, the contractor shall be in default of the contract and the Borough shall terminate the contract.
- I. **BILLING/PAYMENT**: Billings for services shall be submitted to the Borough monthly and will be processed for payment at the time of the next accounts payable check run.

IV. PROPOSAL AND AWARD SCHEDULE

March 27, 2015 Publish Notice & Distribute Proposal Packets

April 17, 2015 Proposal Due Date

April 28, 2015 Contract Award by Borough Assembly

May 1, 2015 Approximate Notice to Proceed Date

The Borough Assembly will award the janitorial services contract based upon the amount of the bid, as long as the bidder has the qualifications and experience to perform the contract as specified in HBC 3.60.160. The Assembly may require the submittal of references and/or that the Contractor provide a performance bond on the services to be provided. The Borough Assembly reserves the right to reject any and all bids and to negotiate with the low bidder.

Proposals shall be submitted on the proposal form provided with this RFP. Response to this request for proposals should be delivered or mailed in a sealed envelope marked ***VC Janitorial Services Proposal*** to:

Haines Borough
Attention: Borough Clerk
P.O. Box 1209
Haines, AK 99827

Responses will be accepted until 4:00p.m. on Friday, April 17, 2015. Receipt is made when delivered to the above address either in person or via mail. Postmark date does not constitute receipt. Faxed or emailed responses are unacceptable because of the requirement to be a sealed proposal.

V. SELECTION PROCEDURE

The Borough Manager, the Borough Clerk, Community & Economic Development Director, and the Tourism Director shall review all written proposals. Based on qualifications, compliance with RFP requirements, and the proposal amount, a contractor will be recommended to the Borough Assembly for approval.

VI. CONTRACT PERIOD

Following contract award, all parties shall negotiate and sign a contract, and the contractor will be given a Notice to Proceed. The contractor will be expected to immediately meet with the Tourism Director to establish a cleaning schedule and needed supplies/equipment. Thereafter, the contractor will provide the required services as noted in the Scope of Services section of this document. This contract period will expire on April 30, 2016 but may, upon mutual agreement between the parties be renewed in **one** year intervals. This contract, including any renewals, may not exceed a total of **three** years.

VII. CONTRACT TERMINATION

Either party may cancel the written contract by giving a minimum 30-day notice, in writing, to the other party.

**HAINES BOROUGH
Janitorial Services
Visitor Center Building, Visitor Center Public Restrooms,
and Port Chilkoot Dock Restrooms**

PROPOSAL FORM

Proposals for providing 2015 summer tourism season janitorial services for the Public Restrooms and year-round for the Visitor Center must be submitted on this form and submitted in a sealed envelope.

Proposal of Machineworks (hereinafter called Bidder), doing business as (underline one) a corporation, partnership or individual, to the Haines Borough (hereinafter called Owner).

Bidder hereby proposes to perform all work as directed by the Owner for janitorial services in accordance with the Owner's Request for Proposals.

The Owner will award the contract to the responsive and qualified bidder who submits the lowest lump-sum bid. The Owner reserves the right to reject any and all bids, or to negotiate with the low bidder.

Bidder acknowledges receipt of the following Addendum(s): Addendum No. ___ Initial: ___

BIDDER INFORMATION:

Company Name: Machineworks

Address: PO Box 1588 Phone: 766-3757 Email: clorentz@aptalaska.net

Alaska Business License No.: 738337 (attach copy)

Haines Borough Business License No: 915.1 (attach copy)

MAIN CONTRACT - Basic Services

The bidder hereby agrees to perform the required **MINIMUM** 2015 janitorial services (BASE Bid) for the lump sum price not to exceed:

\$ 21,474⁰⁰ per YEAR

LUMP SUM PROPOSAL Twenty-one thousand four hundred
Written Amount seventy-four +⁰⁰/100's

ADDITIVE ALTERNATE #1 - Special Events

The bidder hereby agrees to perform the additional janitorial services during specified special events for the lump sum price of:

\$ _____ per DAY

LUMP SUM PROPOSAL _____
Written Amount

ADDITIVE ALTERNATE #2 - Other Services

The bidder hereby agrees to perform additional unforeseen/unexpected janitorial services at the rate of:

\$ _____ per HOUR

HOURLY PROPOSAL _____
Written Amount

Ervin C. Lorentz
Bidder's Signature

Ervin C. Lorentz
Printed Name

Date: 4.14.2015

AGENDA ITEM NO. 11A1

MEETING DATE: April 28, 2015

TO: Borough Assembly

FROM: Bill Mandeville, Director
Community and Economic Development

RE: Janitorial Contract: Visitor Center, Visitor Center Public Restrooms &
Port Chilkoot Dock Restrooms

1) ATTACHMENTS

- Bid from Machineworks (only bid received)

2) ACTION REQUESTED / STAFF RECOMMENDATION

- Accept the sole bid proposal and authorize the execution of the contract.

3) HISTORY AND BRIEF FACTS

This janitorial contract is a re-occurring, annual contract. The Borough solicited and received only one response. The bid price is \$21,474, which is split evenly between the Tourism Department and the Commercial Vessel Passenger tax.

The statement of work will require the contractor to clean the Visitor Center Restrooms everyday from May 1 to October 12, 2015. It will require cleaning the public restrooms at Port Chilkoot Dock everyday from May 1 to September 30, 2015. It will require cleaning the restrooms at the Visitor Center once a week for an entire year. The total number of cleanings will be approximately 366 cleanings at an average cost of \$59 per cleaning.

The budgets for both FY2015 and FY2016 has enough budget authority to award this bid proposal.

4) FISCAL IMPACTS

	FY2015			FY2016		
	Tourism	CVP	Total	Tourism	CVP	Total
Budget	55,450*	59,675	115,125	13,000	51,125	64,125
YTD (3/31/2015)	35,321	33,383	68,704	-	-	-
Other Contracts				2,800	TBD	TBD
Balance	20,129	26,292	46,421	10,200	51,125	61,325
% Balance	57%	44%	68%	78%	100%	96%
Bid	3,784	3,784	7,568	6,952	6,952	13,905
Revised Balance	16,345	22,507	38,852	3,248	44,173	47,420
% Balance	46%	38%	57%	25%	86%	74%

* includes a one-time appropriation for the Winter Tourism Study



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-560

Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Special Use Agreement for Routine Use of the PC Dock Lightering Float - Alaska Fjordlines	1. Resolution 15-04-623 2. Proposed Special Use Agreement with schedule of dockings 3. Harbormaster Recommendation 4. Page 15B, Port Tariff
Originator: Harbormaster	
Originating Department: Ports and Harbors	
Date Submitted: 4/13/15	

Full Title/Motion:
Motion: Adopt Resolution 15-04-623.

Administrative Recommendation:
The Borough Manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ N/A	\$	\$	xxxxxxx

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

Alaska Fjordlines has requested scheduled use of the PC Dock Lightering Float during the 2015 summer tourism season. Rule 34.306 (page 15B) of the Port of Haines Terminal Tariff #3 provides that a special use agreement (SUA) may be approved by the Borough Assembly where per-docking rates shall apply. Additionally, for moorage longer than four hours, standard moorage rates would apply as well as a daily fee should unmetered electricity be used. Alaska Fjordlines will share the float with Haines-Skagway Fast Ferry, with assembly approval of both SUAs. The harbormaster recommends approval.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 4/28/15	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Alaska Fjordlines Inc. for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.

WHEREAS, Alaska Fjordlines Inc. provides important visitor transportation during the summer tourism and cruise ship season; and

WHEREAS, Alaska Fjordlines has requested a special docking and moorage services agreement for the 2015 summer tourism season for vessels known as the "Fjordland";

WHEREAS, Rule 34.306 (page 15B) of the Port of Haines Terminal Tariff #3 provides that a special use agreement (SUA) may be approved by the Borough Assembly where per-docking fees shall apply as well as other charges for moorage extending beyond four hours and unmetered power use; and

WHEREAS, the Haines Borough is willing to provide for dockings for one Fjordlines vessel at the facility known as the "lightering float" at the Port Chilkoot Dock per a schedule attached to the agreement; and

WHEREAS, the agreement establishes special terms and conditions for docking and moorage for the 2015 summer tourism season,

NOW THEREFORE BE IT RESOLVED that the Haines Borough Assembly authorizes the borough manager to enter into a special use agreement (SUA) with Alaska Fjordlines Inc. for the 2015 summer tourism season.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on the ____ day of _____, 2015.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk

**SPECIAL USE AGREEMENT – 2015
Port Chilkoot Dock Lightering Facility**

This Agreement is made and entered into this ____ day of _____, 2015, by and between the **Haines Borough**, a municipal corporation organized under the laws of the State of Alaska with its principal place of business at 103 Third Avenue S., Haines, Alaska 99827 (“the Borough”) and **Alaska Fjordlines Inc.**, a corporation with its principal place of business at P.O. Box 246, Haines, Alaska 99827 (“the Customer”). Borough and the Customer are sometimes collectively referred to as “Parties.”

The Parties agree as set forth below.

Article I - Purpose

This Agreement is entered into for the purpose of establishing terms and conditions of docking and moorage services provided by the Borough to the Customer during the 2015 summer tourism season for the Customer’s vessel known as the “Fjordland.”

Article II – Site of Service Provided

The Borough will provide for dockings throughout the contract period, at the facility known as the “lightering float” at the Port Chilkoot Dock, Haines, Alaska.

Article III - Time of Commencement and Agreement Term

The services to be performed under this Agreement shall commence May 20, 2015. The Agreement shall end no later than July 16, 2014, or on any earlier date chosen by the Customer provided that 10-day advanced notification is given to the Borough in writing.

Article IV –Cost of the Dockage and Moorage

The Customer agrees to pay \$21.00 per landing at the lightering float. The lightering float is not intended to be used for extended moorage. The Customer agrees to use this facility to load and unload passengers in a timely manner. If the Customer wishes to remain moored longer than what is required for normal operations, an agreement must be made with the Harbormaster. If moorage continues for more than 4 consecutive hours, normal transient moorage rates shall apply. If Customer wishes to use unmetered electrical power, a fee of \$10 per day shall apply.

Article V- Non-Exclusive Use of the Lightering Float

The Customer shall not have exclusive use of the Lightering Float although this Agreement documents the Customer’s priority use of it, according to the schedule provided. The Harbormaster may accommodate other vessels for the remaining unoccupied space, as appropriate, in his or her judgment.

Article VI– Billing by the Borough and Remittance of Payment

The Haines Harbormaster will issue a monthly invoice to the Customer no later than the 4th day of the month following, based on the Customer’s accounting of their activity at the Lightering Float. The Customer shall remit payment to the Borough Administration office no later than the 15th day of the month in which they receive an invoice.

Article VIII- Insurance

The Customer shall maintain appropriate and required insurance as may be required by regulatory agencies during the term of the Agreement.

HAINES BOROUGH – SPECIAL USE AGREEMENT

Page 2 of 2

Article IX - Termination of Contract

The Customer may terminate the Agreement at any time with 10 days advance written notice. The Borough may, in the judgment of the Harbormaster, terminate the Agreement at any time for cause, such as violation of provisions of Title 16 of the Haines Borough Code.

Article VII – Prohibition of Sublease

The Customer shall not sublease the space at the Lightering Dock as provided by the Borough under this Agreement.

Article X - Miscellaneous Provisions

The Borough's representative under this agreement shall be the Haines Borough Harbormaster or designee.

This Agreement entered into as of the day and year first written above.

BOROUGH

CUSTOMER

David Sosa, Borough Manager
Haines Borough

Alison Jacobson, Owner
Alaska Fjordlines Inc.

Attest:

Julie Cozzi, MMC, Borough Clerk

Alaska Fjordlines Inc. Proposed Schedule

2015 Season

May 20 - 0800 Pickup & 1100 Drop off,

Remain on float from 1100 till 1200 Pickup, return for 1500 Drop off

May 26 - 0800 Pickup & 1100 Drop off

May 27 - 0800 Pickup & 1100 Drop off

June 3 - 0800 Pickup & 1100 Drop off

June 10 - 0800 Pickup & 1100 Drop off

June 17 - 0800 Pickup & 1100 Drop off

June 24 - 0800 Pickup & 1100 Drop off

July 1 - - 0800 Pickup & 1100 Drop off,

Remain on float from 1100 till 1200 Pickup, return for 1500 Drop off

July 8 - 0800 Pickup & 1100 Drop off,

Remain on float from 1100 till 1200 Pickup, return for 1500 Drop off

July 15 - 0800 Pickup & 1100 Drop off

memo

Haines Borough

To: Borough Assembly
From: Shawn Bell
CC: David Sosa
Date: 4/23/2015
Re: Lightering Float Special Use Agreements

Comments: Alaska Fjordlines Inc. and Haines Skagway Fast Ferry (HSFF) have formally applied for a Special Use Agreement (SUA) for the 2015 tour season. I have drafted agreements for both companies based upon rates and regulations outlined in the Haines Borough Port Tariff Rule 34.306. The SUAs gives Alaska Fjordlines and HSFF priority use of the Port Chilkoot Dock Lightering Float according to the schedules they have provided. There are minor conflicts in the schedules between Alaska Fjordlines Inc. and HSFF. Representatives from both parties have discussed these conflicts and have agreed to operate in a manner which allows them to share the space.

I have reviewed both companies' agreements and schedules and recommend to the Assembly that the SUAs be approved for both Alaska Fjordlines Inc. and HSFF.

Shawn Bell
Interim Harbormaster

PORT OF HAINES TERMINAL TARIFF, FMC NO.3	Orig./Rev.	Page
	6th Rev.	15.B
	Cancel	Page
	5th Rev.	15.B
	Effective Date	
	May 13, 2014	
	Ord.11-02-255; Ord.13-08-348 §5; Ord. 14-04-374	

RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

306. PORT CHILKOOT DOCK LIGHTERING FACILITY RATES

For use of Port Chilkoot Dock lightering float dock, including lightering to transfer passengers to or from larger vessels; to pick up or discharge passengers for local marine tours; moorage of vessels; and moorage of vessels unable to moor in the small boat harbor.

1. Rates:

A. Lightering or transfer of passengers to or from a larger vessel: Two hundred fifty (\$250) dollars flat rate per 24-hour period.

B. Use of the facility by vessels with a capacity of ten passengers or more to load or unload passengers for tours or charters originating or ending in Haines (per docking):

Per-Docking Fee	2014	2015	2016	2017	2018	2019
5% Annual Increase	\$20.00	\$21.00	\$22.05	\$23.15	\$24.31	\$25.53

2. Use of the Port Chilkoot Dock Facility including the Lightering Float on a permanent or routine basis must be approved by the Borough Assembly in the form of a special use agreement ("SUA").

3. In case of an emergency or lack of moorage space in the small boat harbor when the Port Chilkoot Dock Facility must be used for transient moorage, standard transient moorage rates shall apply for no more than seventy-two consecutive hours per vessel. Such use shall not interfere with the scheduled use of the dock by other vessels. Following expiration of the seventy-two hour period, standard dockage rates shall apply.

4. All other vessels shall pay standard dockage rates.

307. ITEM 307 ACCOMMODATION LADDER USE RATES

There shall be a charge of \$100 for each use by a vessel of the Port's passenger accommodation ladder.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-561

Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Special Use Agreement for Routine Use of the PC Dock Lightering Float - Hns-Skg Fast Ferry	1. Resolution 15-04-624 2. Proposed Special Use Agreement with schedule of dockings 3. Harbormaster Recommendation 4. Page 15B, Port Tariff
Originator: Harbormaster	
Originating Department: Ports and Harbors	
Date Submitted: 4/13/15	

Full Title/Motion:
Motion: Adopt Resolution 15-04-624.

Administrative Recommendation:
The Borough Manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ N/A	\$	\$	xxxxxxx

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

Haines-Skagway Fast Ferry has requested scheduled use of the PC Dock Lightering Float during the 2015 summer tourism season. Rule 34.306 (page 15B) of the Port of Haines Terminal Tariff #3 provides that a special use agreement (SUA) may be approved by the Borough Assembly where per-docking rates shall apply. Additionally, for moorage longer than four hours, standard moorage rates would apply as well as a daily fee should unmetered electricity be used. Haines-Skagway Fast Ferry will share the float with Alaska Fjordlines, with assembly approval of both SUAs. The harbormaster recommends approval.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 4/28/15	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a "special use agreement" with Haines-Skagway Fast Ferry, LLC for routine use of the Port Chilkoot Dock Lightering Float for the 2015 summer tourism season.

WHEREAS, the Haines-Skagway Fast Ferry, LLC (Fast Ferry) provides important visitor transportation between Haines and Skagway during the summer tourism and cruise ship season; and

WHEREAS, the Fast Ferry has requested a special docking and moorage services agreement for the 2015 summer tourism season for vessels known as the "Rachel Marie" and the "Fairweather Express";

WHEREAS, Rule 34.306 (page 15B) of the Port of Haines Terminal Tariff #3 provides that a special use agreement (SUA) may be approved by the Borough Assembly where per-docking fees shall apply as well as other charges for moorage extending beyond four hours and unmetered power use; and

WHEREAS the Haines Borough is willing to provide for dockings for two Fast Ferry vessels at the facility known as the "lightering float" at the Port Chilkoot Dock per a schedule attached to the agreement; and

WHEREAS, this agreement establishes special terms and conditions for docking and moorage for the 2015 summer tourism season,

NOW THEREFORE BE IT RESOLVED that the Haines Borough Assembly authorizes the borough manager to enter into a special use agreement (SUA) with Haines-Skagway Fast Ferry, LLC for the 2015 summer tourism season.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on the ____ day of _____, 2015.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk

**SPECIAL USE AGREEMENT – 2015
Port Chilkoot Dock Lightering Facility**

This Agreement is made and entered into this ___ day of _____, 2015, by and between the **Haines Borough**, a municipal corporation organized under the laws of the State of Alaska with its principal place of business at 103 Third Avenue S., Haines, Alaska 99827 (“the Borough”) and **Haines-Skagway Fast Ferry, LLC**, a corporation with its principal place of business at P.O. Box 1488, Haines, Alaska 99827 (“the Customer”). Borough and the Customer are sometimes collectively referred to as “Parties.”

The Parties agree as set forth below.

Article I - Purpose

This Agreement is entered into for the purpose of establishing terms and conditions of docking and moorage services provided by the Borough to the Customer during the 2015 summer tourism season for either of the Customer’s vessels known as the “Rachel Marie” and the “Fairweather Express.”

Article II – Site of Service Provided

The Borough will provide for dockings throughout the contract period, at the facility known as the “lightering float” at the Port Chilkoot Dock, Haines, Alaska.

Article III - Time of Commencement and Agreement Term

The services to be performed under this Agreement shall commence May 5, 2015. The Agreement shall end no later than September 25, 2014, or on any earlier date chosen by the Customer provided that 10-day advanced notification is given to the Borough in writing.

Article IV –Cost of the Dockage and Moorage

The Customer agrees to pay \$21.00 per landing at the lightering float. The lightering float is not intended to be used for extended moorage. The Customer agrees to use this facility to load and unload passengers in a timely manner. If the Customer wishes to remain moored longer than what is required for normal operations, an agreement must be made with the Harbormaster. If moorage continues for more than 4 consecutive hours, normal transient moorage rates shall apply. If Customer wishes to use unmetered electrical power, a fee of \$10 per day shall apply.

Article V- Non-Exclusive Use of the Lightering Float

The Customer shall not have exclusive use of the Lightering Float although this Agreement documents the Customer’s priority use of it, according to the schedule provided. The Harbormaster may accommodate other vessels at the remaining unoccupied space, as appropriate, in his or her judgment.

Article VI– Billing by the Borough and Remittance of Payment

The Haines Harbormaster will issue a monthly invoice to the Customer no later than the 4th day of the month following, based on the Customer’s accounting of their activity at the Lightering Float. The Customer shall remit payment to the Borough Administration office no later than the 15th day of the month in which they receive an invoice.

Article VIII- Insurance

The Customer shall maintain appropriate and required insurance as may be required by regulatory agencies during the term of the Agreement.

HAINES BOROUGH – SPECIAL USE AGREEMENT

Page 2 of 2

Article IX - Termination of Contract

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Article VII – Prohibition of Sublease

The Customer shall not sublease the space at the Lightering Dock as provided by the Borough under this Agreement.

Article X - Miscellaneous Provisions

The Borough's representative under this agreement shall be the Haines Borough Harbormaster or his designee.

This Agreement entered into as of the day and year first written above.

BOROUGH

CUSTOMER

David Sosa, Borough Manager
Haines Borough

Karen Hess, President
Haines-Skagway Fast Ferry, LLC

Attest:

Julie Cozzi, Borough Clerk

2015 HSFF SCHEDULE

DEPART SKAGWAY				
DATE	DAY	DEPT TIME	ARRIVAL TIME	PORT
#####	Tuesday	8:00 AM	8:45 AM	S-H
5/7/15	Thursday	8:15 AM	9:00 AM	S-H
05/09/15	Saturday	8:00 AM	8:45 AM	S-H
05/10/15	Sunday	8:00 AM	8:45 AM	S-H
05/11/15	Monday	8:00 AM	8:45 AM	S-H
05/12/15	Tuesday	7:45 AM	8:30 AM	S-H
05/13/15	Wednesday	8:15 AM	9:00 AM	S-H
05/14/15	Thursday	9:15 AM	10:00 AM	S-H
05/16/15	Saturday	8:00 AM	8:45 AM	S-H
05/17/15	Sunday	8:00 AM	8:45 AM	S-H
05/18/15	Monday	9:00 AM	9:45 AM	S-H
05/19/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 AM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
05/20/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
05/21/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
5/22/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	4:30 PM	5:15 PM	S-H

DEPART HAINES				
DATE	DAY	DEPT TIME	ARRIVAL TIME	PORT
#####	Tuesday	1:00 PM	1:45 PM	H-S
#####	Thursday	1:15 PM	2:00 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
#####	Monday	1:00 PM	1:45 PM	H-S
#####	Tuesday	12:45 PM	1:30 PM	H-S
#####	Wednesday	1:15 PM	2:00 PM	H-S
#####	Thursday	2:15 PM	3:00 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
#####	Monday	2:00 PM	2:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	6:00 PM	6:45 PM	H-S

05/23/15	Saturday	8:00 AM	8:45 AM	S-H
	Saturday	11:30 AM	12:15 PM	S-H
05/24/15	Sunday	8:00 AM	8:45 AM	S-H
05/25/15	Monday	8:30 AM	9:15 AM	S-H
05/26/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 AM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
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05/27/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
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	Wednesday	6:05 PM	6:50 PM	S-H
05/28/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
05/29/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
05/30/15	Saturday	8:00 AM	8:45 AM	S-H
05/31/15	Sunday	8:00 AM	8:45 AM	S-H
06/01/15	Monday	9:00 AM	9:45 AM	S-H
06/02/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 AM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H

#####	Saturday	1:00 PM	1:45 PM	H-S
	Saturday	6:00 PM	6:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
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#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
#####	Monday	2:00 PM	2:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S

06/03/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
06/04/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
06/05/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	10:00 AM	10:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
	Friday	4:00 PM	4:45 PM	S-H
06/06/15	Saturday	8:00 AM	8:45 AM	S-H
06/07/15	Sunday	8:00 AM	8:45 AM	S-H
06/08/15	Monday	8:00 AM	8:45 AM	S-H
		2:00 PM	2:45 PM	S-H
06/09/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
06/10/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
06/11/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
	Thursday	6:15 PM	7:00 PM	S-H

#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
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	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
#####	Friday	9:00 AM	9:45 AM	H-S
	Friday	1:00 PM	1:45 PM	H-S
	Friday	3:00 PM	3:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
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#####	Sunday	1:00 PM	1:45 PM	H-S
#####	Monday	1:00 PM	1:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	7:15 PM	8:00 PM	H-S

HSFF

06/12/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
06/13/15	Saturday	8:00 AM	8:45 AM	S-H
06/14/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	2:00 PM	2:45 PM	S-H

#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	7:00 PM	7:45 PM	H-S

06/15/15	Monday	9:00 AM	9:45 AM	S-H
	Monday	1:00 PM	1:45 PM	S-H
06/16/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
06/17/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
06/18/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
06/19/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
06/20/15	Saturday	8:00 AM	8:45 AM	S-H
	Saturday	2:00 PM	2:45 PM	S-H
06/21/15	Sunday	10:00 AM	10:45 AM	S-H
06/22/15	Monday	8:00 AM	8:45 AM	S-H
06/23/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H

#####	Monday	2:00 PM	2:45 PM	H-S
	Monday	6:00 PM	6:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
	Saturday	7:00 PM	7:45 PM	H-S
#####	Sunday	3:00 PM	3:45 PM	H-S
#####	Monday	1:00 PM	1:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S

HSFF

06/24/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H

#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S

06/25/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
	Thursday	6:15 PM	7:00 PM	S-H

#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	7:15 PM	8:00 PM	H-S

06/26/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM		S-H

#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S

06/27/15	Saturday	8:00 AM	8:45 AM	S-H
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#####	Saturday	1:00 PM	1:45 PM	H-S
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06/28/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	2:00 PM	2:45 PM	S-H

#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	7:00 PM	7:45 PM	H-S

06/29/15	Monday	9:00 AM	9:45 AM	S-H
		1:00 PM	1:45 PM	S-H

#####	Monday	2:00 PM	2:45 PM	H-S
		6:00 PM	6:45 PM	H-S

06/30/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H

6/30/15	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:45 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S

07/01/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H

#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S

07/02/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H

#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S

07/03/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
07/04/15	Saturday	8:00 AM	8:45 AM	S-H
	Saturday	2:00 PM	2:45 PM	S-H
7/5/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	2:00 PM	2:45 PM	S-H
07/06/15	Monday	8:00 AM	8:45 PM	S-H
		2:00 PM	2:45 PM	S-H
07/07/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
07/08/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
07/09/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
	Thursday	6:15 PM	7:00 PM	S-H
07/10/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
07/11/15	Saturday	8:00 AM	8:45 AM	S-H
07/12/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	2:00 PM	2:45 PM	S-H
07/13/15	Monday	8:00 AM	8:45 AM	S-H
07/14/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H

#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
	Saturday	7:00 PM	7:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	7:00 PM	7:45 PM	H-S
#####	Monday	1:00 PM	1:45 PM	H-S
		7:00 PM	7:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	7:15 PM	8:00 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	7:00 PM	7:45 PM	H-S
#####	Monday	1:00 PM	1:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S

HSFF

07/15/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H

#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S

07/16/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:05 PM	2:50 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
	Thursday	6:15 PM	7:00 PM	S-H
07/17/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
07/18/15	Saturday	8:00 AM	8:45 AM	S-H
	Saturday	2:00 PM	2:45 PM	S-H
07/19/15	Sunday	8:00 AM	8:45 AM	S-H
07/20/15	Monday	10:00 AM	10:45 AM	S-H
	Monday	2:00 PM	2:45 PM	S-H
07/21/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
07/22/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H

#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	7:05 PM	7:50 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
	Saturday	7:00 PM	7:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
#####	Monday	3:00 PM	3:45 PM	H-S
	Monday	7:00 PM	7:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S

07/23/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
	Thursday	6:15 PM	7:00 PM	S-H
07/24/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
07/25/15	Saturday	8:00 AM	8:45 AM	S-H
	Saturday	2:00 PM	2:45 PM	S-H
07/26/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	2:00 PM	2:45 PM	S-H

#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	7:15 PM	8:00 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
	Saturday	7:00 PM	7:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	7:00 PM	7:45 PM	H-S

07/27/15	Monday	8:00 AM	8:45 AM	S-H
	Monday	2:00 PM	2:45 PM	S-H
07/28/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
07/29/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
07/30/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	2:15 PM	3:00 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
	Thursday	6:15 PM	7:00 PM	S-H
07/31/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
	Friday	5:00 PM	5:45 PM	S-H
08/01/15	Saturday	8:00 AM	8:45 AM	S-H
	Saturday	12:00 PM	12:45 PM	S-H
	Saturday	2:00 PM	2:45 PM	S-H

#####	Monday	1:00 PM	1:45 PM	H-S
	Monday	7:00 PM	7:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	8:50 PM	H-S
#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	7:15 PM	8:00 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
	Friday	9:00 PM	9:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
	Saturday	7:00 PM	7:45 PM	H-S
	Saturday	8:00 PM	8:45 PM	H-S

HSFF

08/02/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	10:00 AM	10:45 AM	S-H
08/03/15	Monday	9:00 AM	9:45 AM	S-H
	Monday	1:00 PM	1:45 PM	S-H
08/04/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H

#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	4:00 PM	4:45 PM	H-S
#####	Monday	2:00 PM	2:45 PM	H-S
	Monday	6:00 PM	6:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	1:00 PM	1:45 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S

08/05/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
08/06/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	1:30 PM	2:15 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
08/07/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
08/08/15	Saturday	10:00 AM	10:45 AM	S-H
08/09/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	2:00 PM	2:45 PM	S-H
08/10/15	Monday	8:00 AM	8:45 AM	S-H
	Monday	2:00 PM	2:45 PM	S-H
08/11/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H

#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	6:30 PM	7:15 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	3:00 PM	3:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	7:00 PM	7:45 PM	H-S
#####	Monday	1:00 PM	1:45 PM	H-S
	Monday	7:00 PM	7:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S

HSFF

08/12/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
08/13/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	1:30 PM	2:15 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H

#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	6:30 PM	7:15 PM	H-S

08/14/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	10:00 AM	10:45 AM	S-H
	Friday	1:45 PM	2:30 PM	S-H
	Friday	2:00 PM	2:45 PM	S-H
	Friday	4:00 PM	4:45 PM	S-H
08/15/15	Saturday	8:00 AM	8:45 AM	S-H
	Saturday	2:00 PM	2:45 PM	S-H
08/16/15	Sunday	8:00 AM	8:45 AM	S-H
08/17/15	Monday	9:00 AM	9:45 AM	S-H
	Monday	12:00 PM	12:45 PM	S-H
08/18/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
08/19/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H

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	Friday	3:00 PM	3:45 PM	H-S
	Friday	6:45 PM	7:30 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
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	Saturday	7:00 PM	7:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
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	Monday	5:00 PM	5:45 PM	H-S
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	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
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	Tuesday	6:45 PM	7:30 PM	H-S
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	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S

08/20/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	1:30 PM	2:15 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
08/21/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
08/22/15	Saturday	8:00 AM	8:45 AM	S-H
08/23/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	2:00 PM	2:45 PM	S-H
08/24/15	Monday	8:00 AM	8:45 AM	S-H
	Monday	2:00 PM	2:45 PM	S-H
08/25/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
08/26/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
08/27/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	1:30 PM	2:15 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H
08/28/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
08/29/15	Saturday	8:00 AM	8:45 AM	S-H
	Saturday	2:00 PM	2:45 PM	S-H
08/31/15	Monday	9:00 AM	9:45 AM	S-H
	Monday	12:00 PM	12:45 PM	S-H

#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	6:30 PM	7:15 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	7:00 PM	7:45 PM	H-S
#####	Monday	1:00 PM	1:45 PM	H-S
	Monday	7:00 PM	7:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	6:30 PM	7:15 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S
#####	Saturday	1:00 PM	1:45 PM	H-S
	Saturday	7:00 PM	7:45 PM	H-S
#####	Monday	2:00 PM	2:45 PM	H-S
	Monday	5:00 PM	5:45 PM	H-S

HSFF

09/01/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
09/02/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H

#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S

09/03/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
	Thursday	12:15 PM	1:00 PM	S-H
	Thursday	1:30 PM	2:15 PM	S-H
	Thursday	4:15 PM	5:00 PM	S-H

#####	Thursday	9:15 AM	10:00 AM	H-S
	Thursday	11:15 AM	12:00 PM	H-S
	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
	Thursday	5:15 PM	6:00 PM	H-S
	Thursday	6:30 PM	7:15 PM	H-S

09/04/15	Friday	8:00 AM	8:45 AM	S-H
	Friday	10:00 AM	10:45 AM	S-H
	Friday	2:00 PM	2:45 PM	S-H
	Friday	4:00 PM	4:45 PM	S-H

#####	Friday	9:00 AM	9:45 AM	H-S
	Friday	1:00 PM	1:45 PM	H-S
	Friday	3:00 PM	3:45 PM	H-S
	Friday	7:00 PM	7:45 PM	H-S

09/05/15	Saturday	8:00 AM	8:45 AM	S-H
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#####	Saturday	1:00 PM	1:45 PM	H-S
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09/06/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	2:00 PM	2:45 PM	S-H

#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	7:00 PM	7:45 PM	H-S

09/07/15	Monday	8:00 AM	8:45 AM	S-H
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#####	Monday	1:00 PM	1:45 PM	H-S
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09/08/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 AM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H

#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S

09/09/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	10:15 AM	11:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	4:15 PM	5:00 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H

#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	9:15 AM	10:00 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	3:15 PM	4:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S

HSFF

09/10/15	Thursday	8:15 AM	9:00 AM	S-H
	Thursday	10:15 AM	11:00 AM	S-H
#####	Friday	8:00 AM	8:45 AM	S-H
09/12/15	Saturday	1:00 PM	1:45 PM	S-H
09/13/15	Sunday	8:00 AM	8:45 AM	S-H
	Sunday	2:00 PM	2:45 PM	S-H
09/14/15	Monday	9:00 AM	9:45 AM	S-H
09/15/15	Tuesday	7:45 AM	8:30 AM	S-H
	Tuesday	9:45 AM	10:30 AM	S-H
	Tuesday	11:45 PM	12:30 PM	S-H
	Tuesday	1:45 PM	2:30 PM	S-H
	Tuesday	3:45 PM	4:30 PM	S-H
	Tuesday	5:45 PM	6:30 PM	S-H
09/16/15	Wednesday	5:45 AM	6:30 AM	S-H
	Wednesday	8:15 AM	9:00 AM	S-H
	Wednesday	12:15 PM	1:00 PM	S-H
	Wednesday	2:05 PM	2:50 PM	S-H
	Wednesday	6:05 PM	6:50 PM	S-H
09/17/15	Thursday	8:15 AM	9:00 AM	S-H
09/22/15	Tuesday	7:45 AM	8:30 AM	S-H
09/23/15	Wednesday	8:15 AM	9:00 AM	S-H
09/24/15	Thursday	8:15 AM	9:00 AM	S-H

#####	Thursday	1:15 PM	2:00 PM	H-S
	Thursday	3:15 PM	4:00 PM	H-S
#####	Friday	1:00 PM	1:45 PM	H-S
#####	Saturday	6:00 PM	6:45 PM	H-S
#####	Sunday	1:00 PM	1:45 PM	H-S
	Sunday	7:00 PM	7:45 PM	H-S
#####	Monday	2:00 PM	2:45 PM	H-S
#####	Tuesday	8:45 AM	9:30 AM	H-S
	Tuesday	10:45 AM	11:30 AM	H-S
	Tuesday	12:45 PM	1:30 PM	H-S
	Tuesday	2:45 PM	3:30 PM	H-S
	Tuesday	4:45 PM	5:30 PM	H-S
	Tuesday	6:45 PM	7:30 PM	H-S
#####	Wednesday	6:45 AM	7:30 AM	H-S
	Wednesday	11:15 AM	12:00 PM	H-S
	Wednesday	1:15 PM	2:00 PM	H-S
	Wednesday	5:15 PM	6:00 PM	H-S
	Wednesday	7:05 PM	7:50 PM	H-S
#####	Thursday	1:15 PM	2:00 PM	H-S
#####	Tuesday	12:45 PM	1:30 PM	H-S
#####	Wednesday	1:15 PM	2:00 PM	H-S
#####	Thursday	1:15 PM	2:00 PM	H-S

memo

Haines Borough

To: Borough Assembly
From: Shawn Bell
CC: David Sosa
Date: 4/23/2015
Re: Lightering Float Special Use Agreements

Comments: Alaska Fjordlines Inc. and Haines Skagway Fast Ferry (HSFF) have formally applied for a Special Use Agreement (SUA) for the 2015 tour season. I have drafted agreements for both companies based upon rates and regulations outlined in the Haines Borough Port Tariff Rule 34.306. The SUAs gives Alaska Fjordlines and HSFF priority use of the Port Chilkoot Dock Lightering Float according to the schedules they have provided. There are minor conflicts in the schedules between Alaska Fjordlines Inc. and HSFF. Representatives from both parties have discussed these conflicts and have agreed to operate in a manner which allows them to share the space.

I have reviewed both companies' agreements and schedules and recommend to the Assembly that the SUAs be approved for both Alaska Fjordlines Inc. and HSFF.

Shawn Bell
Interim Harbormaster

PORT OF HAINES TERMINAL TARIFF, FMC NO.3	Orig./Rev.	Page
	6th Rev.	15.B
	Cancel	Page
	5th Rev.	15.B
	Effective Date	
	May 13, 2014	
	Ord.11-02-255; Ord.13-08-348 §5; Ord. 14-04-374	

RULES AND REGULATIONS

RULE NO. 34. TERMINAL TARIFFS

306. PORT CHILKOOT DOCK LIGHTERING FACILITY RATES

For use of Port Chilkoot Dock lightering float dock, including lightering to transfer passengers to or from larger vessels; to pick up or discharge passengers for local marine tours; moorage of vessels; and moorage of vessels unable to moor in the small boat harbor.

1. Rates:

A. Lightering or transfer of passengers to or from a larger vessel: Two hundred fifty (\$250) dollars flat rate per 24-hour period.

B. Use of the facility by vessels with a capacity of ten passengers or more to load or unload passengers for tours or charters originating or ending in Haines (per docking):

Per-Docking Fee	2014	2015	2016	2017	2018	2019
5% Annual Increase	\$20.00	\$21.00	\$22.05	\$23.15	\$24.31	\$25.53

2. Use of the Port Chilkoot Dock Facility including the Lightering Float on a permanent or routine basis must be approved by the Borough Assembly in the form of a special use agreement ("SUA").

3. In case of an emergency or lack of moorage space in the small boat harbor when the Port Chilkoot Dock Facility must be used for transient moorage, standard transient moorage rates shall apply for no more than seventy-two consecutive hours per vessel. Such use shall not interfere with the scheduled use of the dock by other vessels. Following expiration of the seventy-two hour period, standard dockage rates shall apply.

4. All other vessels shall pay standard dockage rates.

307. ITEM 307 ACCOMMODATION LADDER USE RATES

There shall be a charge of \$100 for each use by a vessel of the Port's passenger accommodation ladder.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-565
Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Acquire Portion of Lot 1A, Meacock Subdivision for Piedad Springs Water Source Upgrades	1. Resolution 15-04-625 2. Surface Water DEC Correspondence 3. Piedad Springs 65 Percent Design 4. Drawings 5. Funding Summary from CFO
Originator: Director of Public Facilities	
Originating Department: Public Facilities	
Date Submitted: 4/9/15	

Full Title/Motion:
Motion: Adopt Resolution 15-04-625.

Administrative Recommendation:
This resolution is recommended by the Director of Public Facilities.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 40,000	\$ 0	\$ 40,000 (amendment)	Property Off Tax Roll

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives: Objective 15A, Page 252	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

In early 2010 the Alaska Department of Environmental Conservation (DEC) determined that the Piedad water system was under the direct influence of surface water. Additional testing resulted in DEC making the determination that there may be surface water contamination to the water source. Proposed upgrades to protect the source include a collection gallery, a new treatment building, and a storage tank. The design for required upgrades is currently at 65 percent and intrudes on a portion of the Arthur Meacock property legally described as Lot 1A, Meacock Subdivision. Mr. Meacock is unwilling to provide an easement. The land has been surveyed and the asking price is \$40,000 for 0.75 acres. Closing of this transaction is pending approval of a budget amendment to appropriate \$40,000 of water fund user fees for the purchase. The Borough Manager recommends proceeding with the Piedad Springs Water Source Upgrades project and acquisition of the Meacock property in the best interests of the community because losing the Piedad water source would lead to treating 20 percent more water at the treatment plant.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 4/28/15	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly supporting the proposed Piedad Springs Water Source Upgrades and authorizing the Borough Manager to acquire, in the best interests of the community, a portion of the property legally described as Lot 1A, Meacock Subdivision for use in that project.

WHEREAS, the Haines Borough's Piedad water system has been in use since 1951 and provides 20 percent of the townsite drinking water; and

WHEREAS, in early 2010 the Alaska Department of Environmental Conservation (DEC) determined that the Piedad water system was under the direct influence of surface water; and

WHEREAS, additional testing resulted in DEC making the determination that there may be surface water contamination to the Piedad Springs water source; and

WHEREAS, proposed upgrades to protect the Piedad Springs water source include a collection gallery, a new treatment building, and a storage tank; and

WHEREAS, the Piedad Springs Water Source Upgrades project would be funded with the \$353,775 remaining from a DEC Municipal Matching Grant (MMG) that pays up to 70 percent of the cost for selected projects, and a DEC loan of \$338,760 that includes a \$137,792 subsidy; and

WHEREAS, the design for required upgrades is currently at 65 percent and will need to go out to bid this summer to fully use the MMG funding that will expire June 30, 2016; and

WHEREAS, the design intrudes on a portion of the Arthur Meacock property legally described as Lot 1A, Meacock Subdivision; and

WHEREAS, Mr. Meacock is unwilling to provide an easement; and

WHEREAS, the land has been surveyed and the asking price is \$40,000 for 0.75 acres; and

WHEREAS, the Borough Assessor has determined this price to be in line with property values in the area; and

WHEREAS, the Borough Manager recommends proceeding with the Piedad Springs Water Source Upgrades project and acquisition of the Meacock property in the best interests of the community because losing the Piedad water source would lead to treating 20 percent more water at the treatment plant; and

WHEREAS, the proposed 2016 chemical budget is \$34,700, and the chemical cost would increase more than \$6,000 per year if Piedad water were treated at the plant, surpassing the proposed cost of the Meacock property acquisition within seven years; and

Haines Borough
Resolution No. 15-04-625
Page 2 of 2

WHEREAS, the closing of this transaction is subject to, and dependent upon, the Haines Borough Assembly's appropriation of funds in the amount required for closing this transaction, pending approval of a budget amendment to appropriate \$40,000 of water fund user fees for the purchase; and

WHEREAS, Haines Borough Code Section 14.04.030 states that "[o]nly upon a specific resolution of the assembly, the manager may act on its behalf in the acquisition of real property or interest in real property when the property to be acquired is for a valuable consideration."

NOW, THEREFORE, BE IT RESOLVED BY THE HAINES BOROUGH ASSEMBLY:

Section 1. The Borough Manager is hereby authorized to acquire the real estate property as described above, from Arthur Meacock for the price hereinabove mentioned; and

Section 2. Effective Date. On or before the date of closing this transaction, non-code Ordinance 15-04-408 shall be adopted by the borough assembly appropriating sufficient funds for the acquisition.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this ____ day of _____, 2015.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk

STATE OF ALASKA

SEAN PARNELL, GOVERNOR

DEPT. OF ENVIRONMENTAL CONSERVATION

DIVISION OF ENVIRONMENTAL HEALTH DRINKING WATER PROGRAM

410 Willoughby Avenue, Suite 303

P.O. Box 111800

Juneau, Alaska 99811-1800

Tel: (907) 465-5317/Fax: (907) 465-5362

<http://www.state.ak.us/dec/deh/>

April 13, 2010

Scott Bradford
P.O. Box - 1209
Haines, Alaska 99827

PWSID # 110619

Re: Haines/Piedad Drinking Water System / Ground Water Under the Direct Influence of Surface Water (GWUDISW) determination for Piedad source

Dear Mr. Bradford:

Your system uses a water source that is currently designated as a groundwater in our records; however, the Piedad source is suspected of under the direct influence of surface water.

A suspected groundwater source under the direct influence of surface water (GWUDISW) may contain micro-organisms or has major fluctuations in water characteristics related to weather and surface water conditions such as turbidity, pH, and temperature. In other words, a suspected ground water is closely connected to the surface water that feeds it, has a shorter time of travel, and lacks adequate natural filtration.

The suspected groundwater must be evaluated using a five step process outlined under the Drinking Water Regulations 18 AAC 80.605:

- Evaluate the source's history and current conditions
- Review of the records of water source
- Conduct a field assessment
- Conduct a water quality assessment
- Provide advanced water testing, such as microscopic particulate analysis

If the process indicates that the groundwater source is influenced by surface water, the water system must take certain corrective actions outlined by the department to reduce viruses and other potentially-harmful pathogens from the water to an acceptable level. These actions may include filtration, disinfection, source re-construction, and the requirement that the system be run by a properly trained operator.

Since the Piedad source is suspected of under the direct influence of surface water, the department has concerns regarding the character of the source water. To address these concerns, it is necessary to complete a source water characterization with the objective of determining whether the source water is subject to surface water influence. As mentioned above, the process for making this determination is detailed in the Drinking Water Regulations, 18 AAC 80.605 (regulations are available at: <http://www.dec.state.ak.us/regulations/pdfs/18%20AAC%2080.pdf>). Also enclosed is a checklist for GWUDISW determination.

To initiate the process, consult with a professional engineer registered in the State of Alaska to develop the information the department needs to begin its review. Please have your engineer submit an initial proposal before close of business July 13, 2010.

Should there be any questions, you or your consultant may contact me at (907) 465-5317.

Sincerely,



David Khan, PE
Environmental Engineer

Enclosure: Checklist for GWUDISW determination

cc: David Litchfield, Environmental Program Specialist III/EH-DW/Soldotna



May 28, 2010

Mr. Brad Maynard
Director of Public Facilities
Haines Borough
P.O. Box 1209
Haines, Alaska 99827

Re: Piedad Springs Water Source/Ground Water Under the Direct Influence of Surface Water (GWUDISW) Determination

Dear Mr. Maynard:

As you discussed with us, the Alaska Department of Environmental Conservation (ADEC) has raised some questions with you about the Piedad Springs Water Source and whether or not it is in fact groundwater or if it is "Ground Water Under the Direct Influence of Surface Water". This question has significant impact on the level of water treatment that is required.

ADEC has requested that you provide them a "Plan" to collect the information and water quality data necessary for them to review the Piedad Springs water source and to submit this plan to them for review and approval no later than July 13, 2010. Typically these plans include provisions for collecting water quality data over a period of time (usually about one year to allow for seasonal variations in water quality) and field assessments to evaluate the water source.

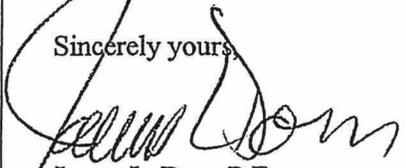
I'd like to suggest that we jointly develop the Plan to identify those activities Haines feels comfortable doing and those that it is more appropriate for Carson Dorn to do.

The first step would be to develop the Plan that identifies work elements and who is responsible for each element for submittal to ADEC. Our proposed fee to develop the plan and submit it to ADEC for review and approval is \$1,500. The Plan will be submitted to ADEC prior to July 13, 2010.

During Plan development we will work with you to identify those services that you would like us to provide as the Plan is implemented. Once we have identified our responsibilities in the Plan, we will then provide you a proposed fee for those services.

Please give me a call if you have any questions about our proposed fee of \$1,500 to develop the Plan for ADEC's review or about the process in general.

Sincerely yours,



James L. Dorn P.E.
Principal



Carson Dorn, Inc.

712 West 12th Street Juneau, Alaska 99801

Mr. Scott Forgue
Alaska Department of Environmental Conservation
Suite 11, 43335 Kalifonsky Beach Rd.
Soldotna, AK 99669

Re: Haines Piedad Springs Water Treatment Plant
Review and Comment Plan Set

Dear Scott:

We've appreciated your comments and recommendations as we proceed with preparing the final plans and specifications for the Haines Piedad Springs Water Treatment Plant. We have provided the attached copy of the 65% Review and Comment Plan set for you in case any questions come to mind before we submit the final plans and specs to you for your Authorization to Construct.

As we've discussed, despite the fact that the Piedad Springs Water Source has been used by Haines for nearly 60 years, there is concern that the water from the spring may not meet the current Drinking Water Regulations to be classified as a groundwater. After careful consideration of the Piedad Springs water source and its long-term use, Haines decided to provide a water treatment facility at Piedad Springs that would meet the current drinking water regulations for surface water.

Peak design flow rate for the Piedad Springs water source is 100 gpm.

The initial step in the treatment process will be a Marlo MID-42 Multi-media Filter with a NSF listed interior coating. The purpose of this multi-media filter is to remove any entrained air from the water as it enters the treatment building and the possibility that air may plug the cryptosporidium filters.

The next step in the treatment process is two Harmsco HUR 1X170FL filter housings with HC-170-LT2 filter cartridges for giardia and cryptosporidium removal. The rated flow for each filter is 100 gpm and so with both operating the flow through each filter will be about 50 gpm. These filters are to provide 2.0 log removal of cryptosporidium and 2.5 log removal of giardia.

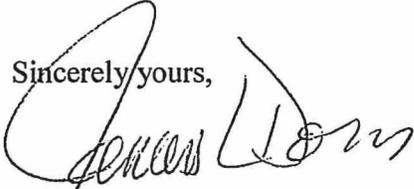
Following the filters will be 4 NSF 55 Class A certified UV Pure Hallet 30 ultraviolet light disinfection units. Each of these units are certified to dose the water at 40 mJ/cm² at a flow rate of 30 gpm and so with 4 units the flow through each unit will be about 25 gpm at the design flow rate. At this dose the UV units should accomplish 4-log inactivation of both giardia and cryptosporidium. As we discussed we will contact other users of these units to see if there have been operational issues with them. We may consider alternate manufacturers of the UV units provided they carry the NSF 55 certification.

The final treatment step is chlorination for 4-log inactivation of viruses. To accomplish the water will be dosed at 1.0 ppm chlorine and a 12,000 gallon contact volume will be

used to provide a CT of 12 assuming a baffling coefficient of 0.1 for an unbaffled tank with low inlet and high outlet and a flow rate of 100 gpm.

If you think of any questions that you would like us to address before we submit the final plans and specifications, please let me know and we will sure to address them in our request for plan approval and an Authorization to Construct.

Sincerely yours,

A handwritten signature in black ink, appearing to read "James L. Dorn". The signature is written in a cursive style with a large initial "J" and "D".

James L. Dorn
Project Engineer

cc:

Carlos Jimenez, Haines
Scott Bradford, Haines

HAINES BOROUGH

PIEDAD SPRINGS WATER TREATMENT PLANT

**65% REVIEW AND
COMMENT
PLAN SET**



**Haines Borough,
Alaska**



Carson Dorn Inc.

712 WEST 12TH STREET
JUNEAU, ALASKA 99801
(907) 586-4447

GENERAL CONSTRUCTION NOTES

1. UNDERGROUND POWER, TELEPHONE, CABLE, WATER AND SEWER LINES SHOWN ON THE PLANS INDICATE THEIR EXISTENCE ONLY AND DO NOT SUBSTITUTE FOR FIELD LOCATES.
2. LOCATIONS OF EXISTING UNDERGROUND SEWER, WATER, TELEPHONE, CABLE TELEVISION AND POWER UTILITIES SHOWN ON THESE PLANS WERE DERIVED FROM THE BEST INFORMATION AVAILABLE. ACTUAL LOCATIONS MAY VARY FROM THOSE SHOWN. CONTRACTOR SHALL ARRANGE FOR UTILITY LOCATES PRIOR TO ANY EXCAVATION. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING, PROTECTING, AND MAINTAINING THE UTILITIES THROUGHOUT THE CONSTRUCTION OF THIS PROJECT. ANY DAMAGE AND SUBSEQUENT REPAIRS TO THE UTILITIES RESULTING FROM THE CONTRACTOR'S ACTIVITIES SHALL BE PAID FOR BY THE CONTRACTOR.
3. CONTRACTOR SHALL PROTECT AND MAINTAIN OVERHEAD LINES AND POWER POLES ADJACENT TO ITS OPERATIONS.
4. PROPERTY DISTURBED DURING CONSTRUCTION SHALL BE RESTORED TO ITS PRE-CONSTRUCTION CONDITION OR BETTER. UNPAVED ROADS AND DRIVEWAYS SHALL BE RESTORED WITH 6" OF D-1 COMPACTED TO 95% OF MAXIMUM DENSITY.
5. ALL BANKS AND SLOPES SHALL BE RECONSTRUCTED TO MATCH ADJACENT BANKS AND SLOPES.
6. GRADES AND ALIGNMENTS SHOWN ON THESE DRAWINGS ARE SUBJECT TO MINOR REVISIONS AS APPROVED BY THE ENGINEER.
7. NO INTERRUPTIONS OF WATER, SEWER, ELECTRICAL, CABLE, OR TELEPHONE SERVICE IS PERMITTED BY THE CONTRACTOR UNLESS ARRANGEMENTS ARE APPROVED BY THE RESPECTIVE UTILITY AT LEAST 48 HOURS IN ADVANCE OF THE PLANNED INTERRUPTION.
8. CONNECTIONS TO EXISTING STREETS AND DRIVEWAYS ARE APPROXIMATE AND SHALL BE FIELD-VERIFIED PRIOR TO CONSTRUCTION.
9. PROPERTY LINE LOCATIONS FOR EXISTING LOTS USED IN THESE PLANS ARE DERIVED FROM RECORD PLATS AND DO NOT REPRESENT A BOUNDARY SURVEY.
10. CONTRACTOR SHALL REFERENCE ALL EXISTING PROPERTY CORNER MONUMENTS PRIOR TO CONSTRUCTION THAT WILL BE DISTURBED DURING HIS WORK, AND REMONUMENT AFTER REGRADING OPERATIONS ARE COMPLETE. ALL WORK SHALL BE DONE BY, OR UNDER THE DIRECTION OF, AN ALASKA REGISTERED LAND SURVEYOR. ALL EXISTING PROPERTY CORNERS ARE NOT NECESSARILY SHOWN ON THE PLANS.
11. THE DRAWINGS DO NOT SHOW ALL TREES AND BRUSH THAT WILL BE ENCOUNTERED DURING CONSTRUCTION ACTIVITIES. THE CONTRACTOR SHALL REMOVE AND DISPOSE OF ALL TREES AND BRUSH AS NECESSARY FOR CONSTRUCTION.
12. ALL DISTURBED AREAS WITHIN EXISTING DRAINAGE SWALES SHALL BE RESEEDDED.
13. ALL CONTOURS SHOWN ON THE DRAWINGS ARE EXISTING CONTOURS. FINISH GRADES SHALL BE AS INDICATED ON THE DRAWINGS, AND AS DIRECTED BY THE ENGINEER.
14. LOCATIONS OF STORM DRAIN CATCH BASINS, SANITARY SEWER MANHOLES, PIPING AND PIPE LENGTHS ARE SUBJECT TO MINOR REVISIONS AS APPROVED BY THE ENGINEER.
15. THE CONTRACTOR SHALL NOTIFY THE HAINES WATER AND SEWER DEPARTMENT AT 766-2200 OF PROPOSED WATER OR SEWER SERVICE INTERRUPTION AT LEAST 48 HOURS PRIOR TO SHUT DOWN.
16. UTILITY COMPANIES MAY CONDUCT WORK WITHIN THE PROJECT LIMITS TO UPGRADE THEIR RESPECTIVE UTILITIES. THE CONTRACTOR SHALL COORDINATE HIS ACTIVITIES WITH EACH UTILITY COMPANY AS NECESSARY TO PROVIDE ACCESS FOR THIS WORK.
17. THE CONTRACTOR SHALL RESTRICT HIS COMPACTION AND OTHER VIBRATION-INDUCING OPERATIONS AS NECESSARY TO ASSURE NO DAMAGE OCCURS TO ADJACENT BUILDINGS OR STRUCTURES.
18. CONTRACTOR SHALL INSTALL TEMPORARY FILTRATION DEVICES CONSISTING OF, BUT NOT LIMITED TO, HAY BALES, FILTER-FABRIC FENCES, SETTling PONDS, ETC., TO PROHIBIT SILT-LADEN TRENCH DEWATERING EFFLUENT AND OTHER CONSTRUCTION RUNOFF FROM ENTERING ADJACENT STREAMS, WATERS AND WETLANDS.
19. CONTRACTOR SHALL ASSURE GARBAGE PICKUP AND DAILY MAIL SERVICE WILL BE UNINTERRUPTED TO ALL RESIDENTS AND BUSINESSES AFFECTED BY THIS PROJECT.
20. ALL WORK AND MATERIALS SHALL BE DONE IN ACCORDANCE WITH THE ATTACHED STANDARD DETAILS.

LEGEND

-  BUILDING
-  CONCRETE
-  FENCE
-  SILT FENCE
-  BRUSHLINE
-  DITCH OR STREAM
-  CULVERT (SIZE & MATERIAL NOTED)
-  EDGE OF TRAVELED WAY
-  SIGN
-  WATER PIPE
-  WATER VALVE AND VALVE BOX
-  REDUCER
-  EXISTING FIRE HYDRANT
-  NEW FIRE HYDRANT
-  TBM or SURVEY PIN
-  MONUMENT
-  UNDERGROUND POWER
-  UTILITY PEDESTAL
-  POWER POLE
-  GUY
-  SOILS TEST HOLE
-  SEWER SERVICE
-  WATER SERVICE

ABBREVIATIONS

<p>∅ DIAMETER</p> <p>⊙ AT</p> <p># NUMBER</p> <p>ABAND ABANDON</p> <p>AC ASPHALTIC CONCRETE</p> <p>ALT ALTERNATE</p> <p>APPROX APPROXIMATELY</p> <p>ATB ASPHALT TREATED BASE</p> <p>B/H BULKHEAD</p> <p>BDR BOULDER</p> <p>BO BLOW-OFF HYDRANT ASSEMBLY</p> <p>BOTT BOTTOM</p> <p>BV BUTTERFLY VALVE</p> <p>CBJ CITY & BOROUGH OF JUNEAU</p> <p>C.I. CAST IRON</p> <p>CIP CAST IRON PIPE</p> <p>CLR CLEAR</p> <p>CMP CORRUGATED METAL PIPE</p> <p>CMU CONCRETE MASONRY UNIT</p> <p>CONC CONCRETE</p> <p>CONN CONNECT</p> <p>CONT CONTINUOUS</p> <p>CU FT CUBIC FEET</p> <p>Cu COPPER</p> <p>CT CONTROL TRANSFORMER</p> <p>D.I.P. DUCTILE IRON PIPE</p> <p>DET DETAIL</p> <p>DIA DIAMETER</p> <p>DWG DRAWING</p> <p>E ELECTRIC</p> <p>EA EACH</p> <p>ECC ECCENTRIC</p> <p>EL ELEVATION IN FEET</p> <p>ELEV ELEVATION</p> <p>EOR EDGE OF ROAD</p> <p>EW EACH WAY</p> <p>EXIST EXISTING</p> <p>EXTEN EXTENSION</p> <p>FCA FLANGED COUPLING ADAPTER</p> <p>F.D. FLOOR DRAIN</p> <p>FH FIRE HYDRANT & ASSEMBLY</p> <p>FIG. FIGURE</p> <p>FIN. FINISHED</p> <p>FL FLANGE, FLANGED</p> <p>FRP FIBER REINFORCED PLASTIC</p> <p>GA GUAGE</p> <p>GALV GALVANIZE, GALVANIZED</p> <p>GB GRADE BREAK</p> <p>GIP GALVANIZED IRON PIPE</p> <p>GV GATE VALVE</p> <p>HAP HYDRANT ACCESS PAD</p> <p>HDPE HIGH DENSITY POLYETHYLENE</p>	<p>HORIZ HORIZONTAL</p> <p>HWY HIGHWAY</p> <p>IBC INTERNATIONAL BUILDING CODE</p> <p>INV INVERT ELEVATION IN FEET</p> <p>L LEFT (OF BASIS OF STATIONING)</p> <p>LAT LATERAL</p> <p>LB POUND(S)</p> <p>LF LINEAR FEET</p> <p>LG LONG</p> <p>MAX MAXIMUM</p> <p>MFR'S MANUFACTURER'S</p> <p>MON. MONUMENT</p> <p>MH MANHOLE</p> <p>MIN MINIMUM</p> <p>MJ MECHANICAL JOINT</p> <p>N. NORTH</p> <p>No. NUMBER</p> <p>NPT NATIONAL PIPE THREAD</p> <p>NTS NOT TO SCALE</p> <p>O.C. ON CENTER</p> <p>OD OUTSIDE DIAMETER</p> <p>P PLATE</p> <p>PE PLAIN END</p> <p>PERF PERFORATED</p> <p>PP POWER POLE</p> <p>PROJ PROJECTION</p> <p>PSI POUNDS PER SQUARE INCH</p> <p>PVC POLYVINYLCHLORIDE</p> <p>QTY QUANTITY</p> <p>R R (OF BASIS OF STATIONING)</p> <p>RD ROAD</p> <p>REQ'D REQUIRED</p> <p>RJ RESTRAINED JOINT</p> <p>SCH SCHEDULE</p> <p>SD STORM DRAIN</p> <p>SIM SIMILAR</p> <p>SQ SQUARE</p> <p>STA STATION</p> <p>STL STEEL</p> <p>TBM TEMPORARY BENCH MARK</p> <p>TOC TOP OF CONCRETE</p> <p>TYP TYPICAL</p> <p>UM/FH UTILITY MARKER, FIRE HYDRANT</p> <p>UM/V UTILITY MARKER, VALVE</p> <p>VB VALVE BOX</p> <p>VAP VALVE ACCESS PAD</p> <p>VERT VERTICAL</p> <p>w/ WITH</p> <p>WR WATER RESISTANT</p> <p>WV WATER VALVE</p> <p>SSM4 SANITARY SEWER MANHOLE</p>
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DRAWING INDEX

SHEET No.	DWG No.	DRAWING TITLE
GENERAL		
1	G-1	COVER
2	G-2	GENERAL CONSTRUCTION NOTES, LEGEND & ABBREVIATIONS
3	G-3	HAINES VICINTY MAP
4	C-1	NEW WATER TRANSMISSION TANK
5	A-1	FLOOR PLAN AND ELEVATIONS
6	A-2	FOUNDATION PLAN AND SECTION
7	A-3	BUILDING DETAILS AND ELEVATIONS
8	M-1	PIPING FLOOR PLAN AND ELEVATIONS

SCALE GRAPHIC

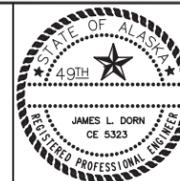
DESIGNED JLD

DRAWN GDM

CHECKED JLD

DATE JULY 2014

HAINES BOROUGH
PIEDAD SPRINGS
WATER TREATMENT TANK



CDI Carson Dorn Inc.

712 WEST 12TH STREET
JUNEAU, ALASKA 99801
(907) 586-4447

GENERAL CONSTRUCTION NOTES,
DRAWING INDEX, LEGEND &
ABBREVIATIONS

DRAWING

G-2

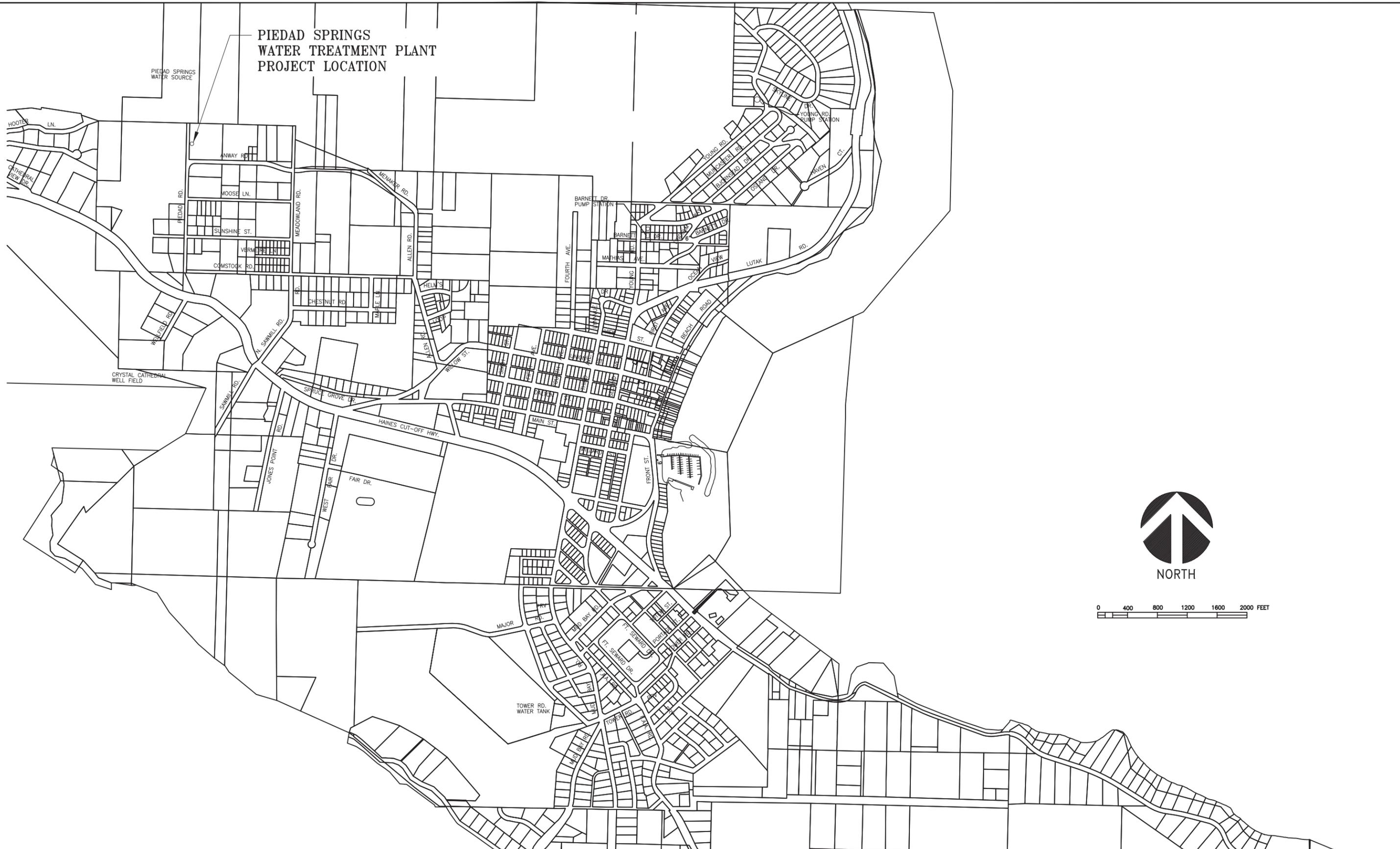
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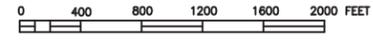
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**PIEDAD SPRINGS
WATER TREATMENT PLANT
PROJECT LOCATION**

PIEDAD SPRINGS
WATER SOURCE



NORTH



REV	DATE	BY	DESCRIPTION

SCALE GRAPHIC
 DESIGNED JLD
 DRAWN GDM
 CHECKED JLD
 DATE JULY 2014

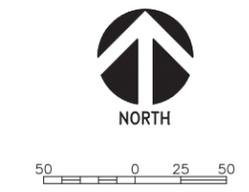
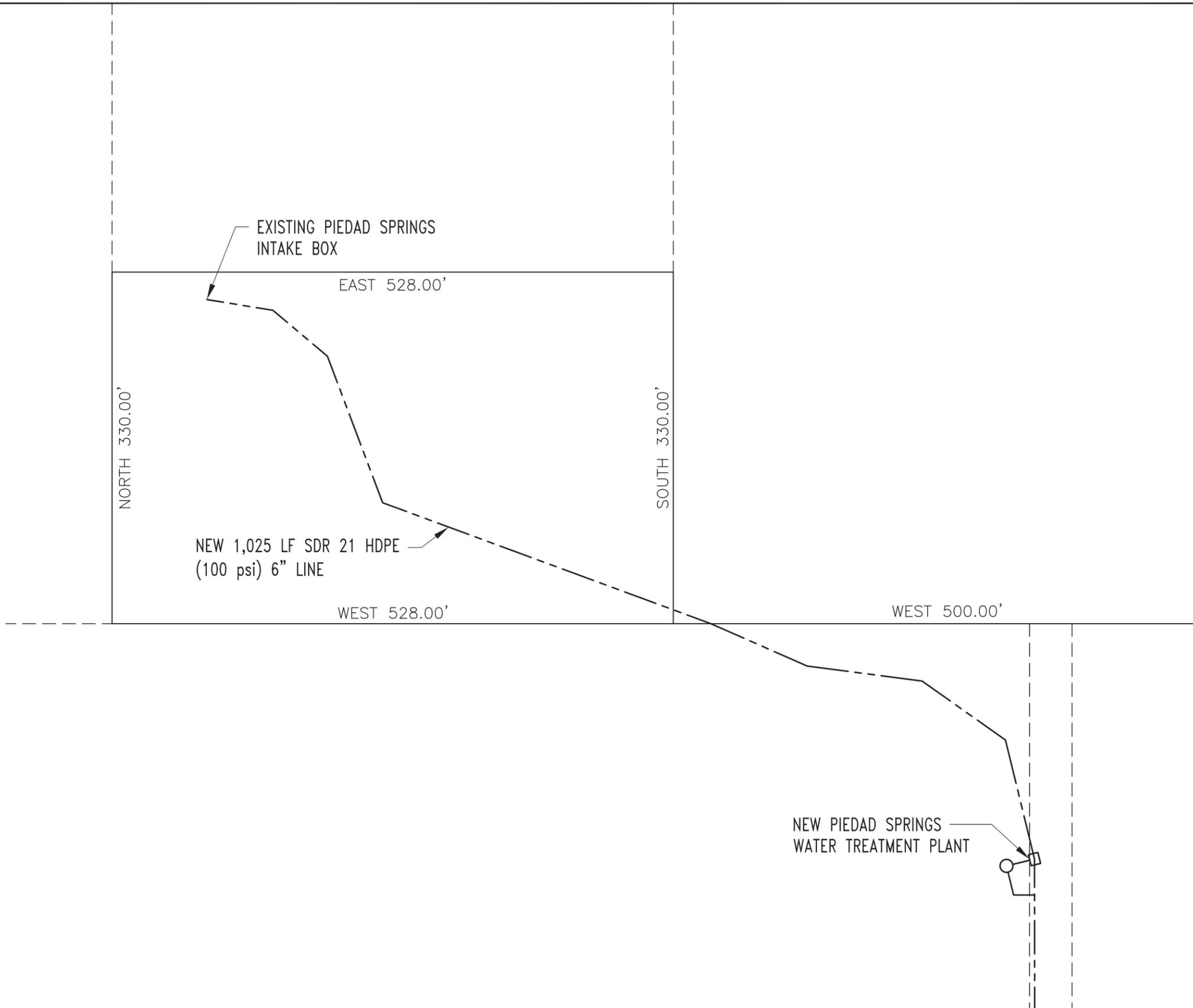
**HAINES BOROUGH
PIEDAD SPRINGS
WATER TREATMENT TANK**

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HAINES VICINITY MAP

DRAWING
G-3
 SHEET No.
3 of 8

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 CHECKED: JLD
 DATE: JULY 2014

HAINES BOROUGH
 PIEDAD SPRINGS
 WATER TREATMENT TANK

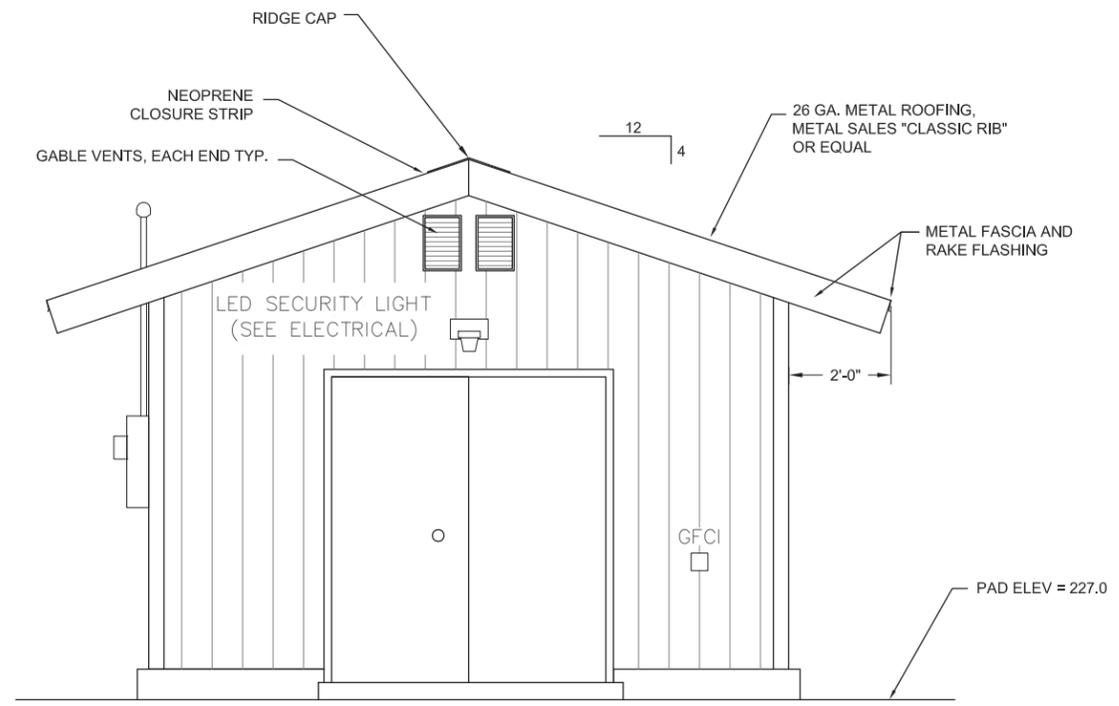
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NEW WATER TRANSMISSION LINE

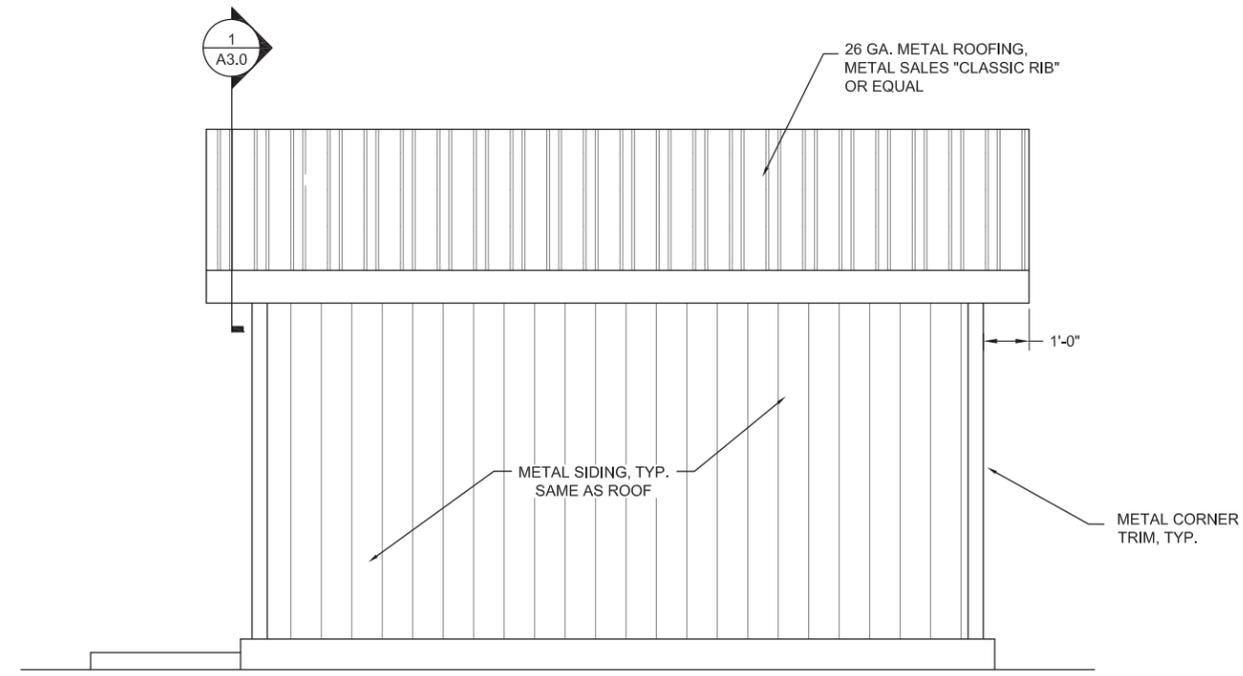
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C-1
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4 of 8

7/22/2014 1:20 PM AST

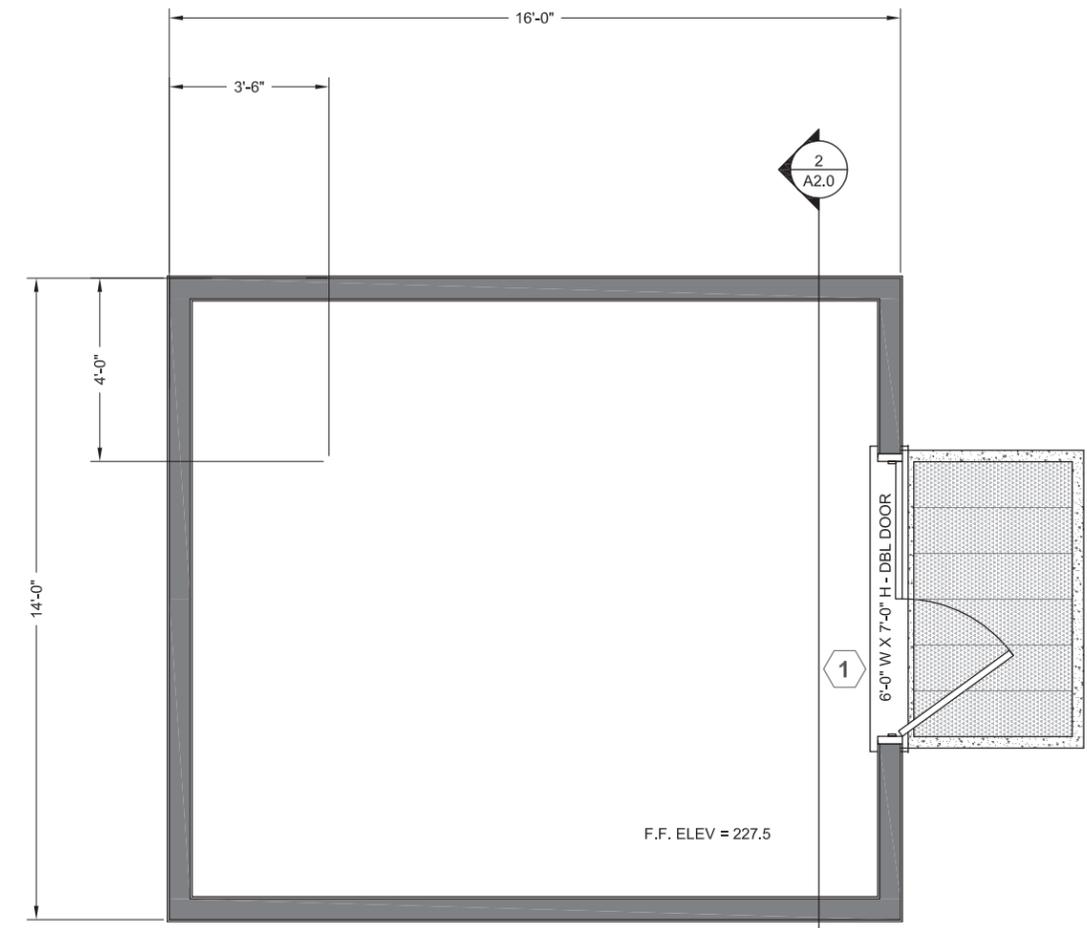
E:\GDM\2CAD\SE- AK\HAINES\PIEDAD SPRINGS\A1.0 FLOOR PLAN ELEVATIONS.DWG



2 FRONT ELEVATION
A1.0 1/2" = 1'-0"



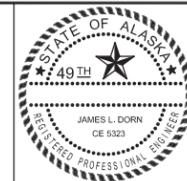
3 SIDE ELEVATION
A1.0 1/2" = 1'-0"



1 FLOOR PLAN
A1.0 1/2" = 1'-0"

SCALE	GRAPHIC
DESIGNED	JLD
DRAWN	GDM
CHECKED	JLD
DATE	JULY 2014

**HAINES BOROUGH
PIEDAD SPRINGS
WATER TREATMENT TANK**

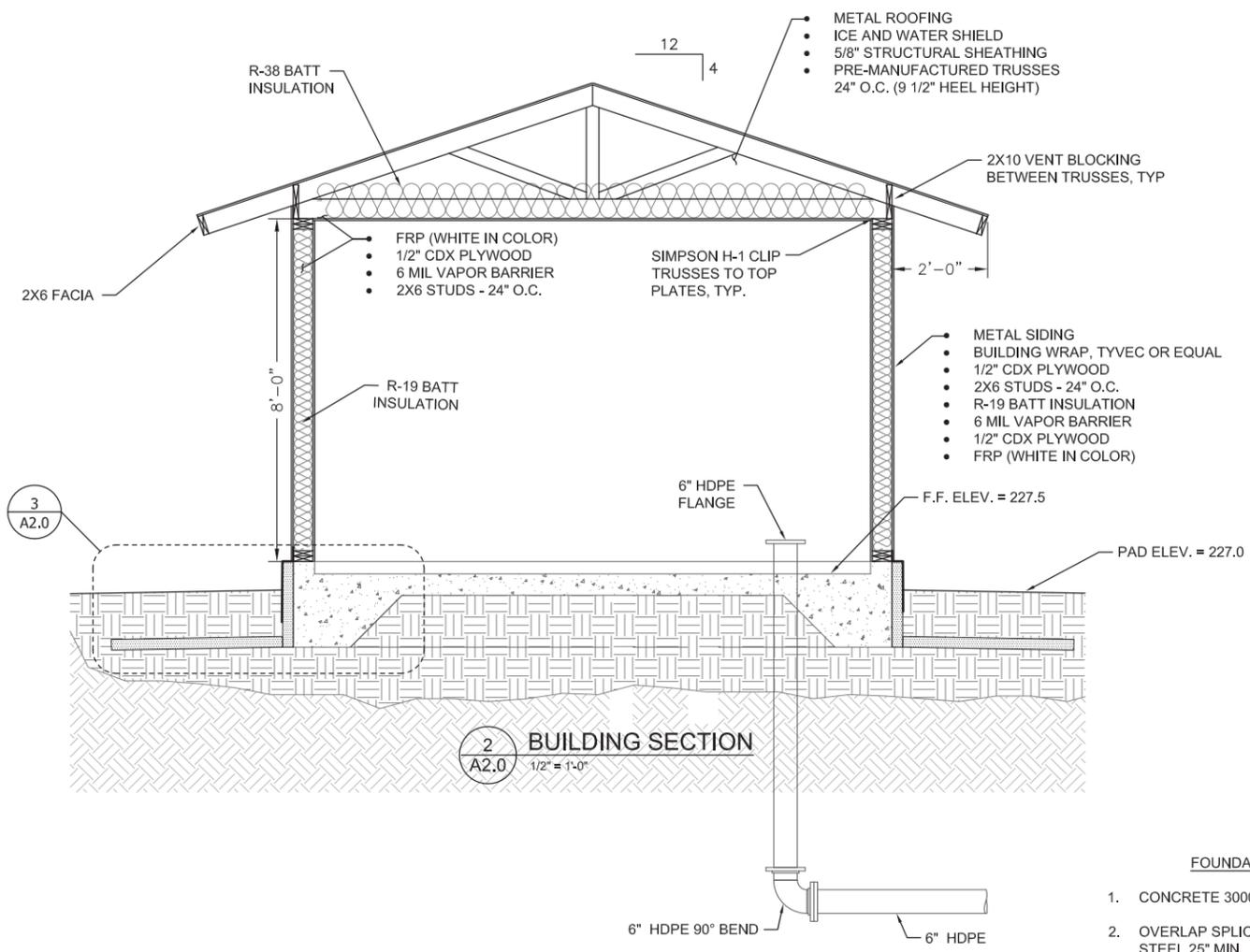


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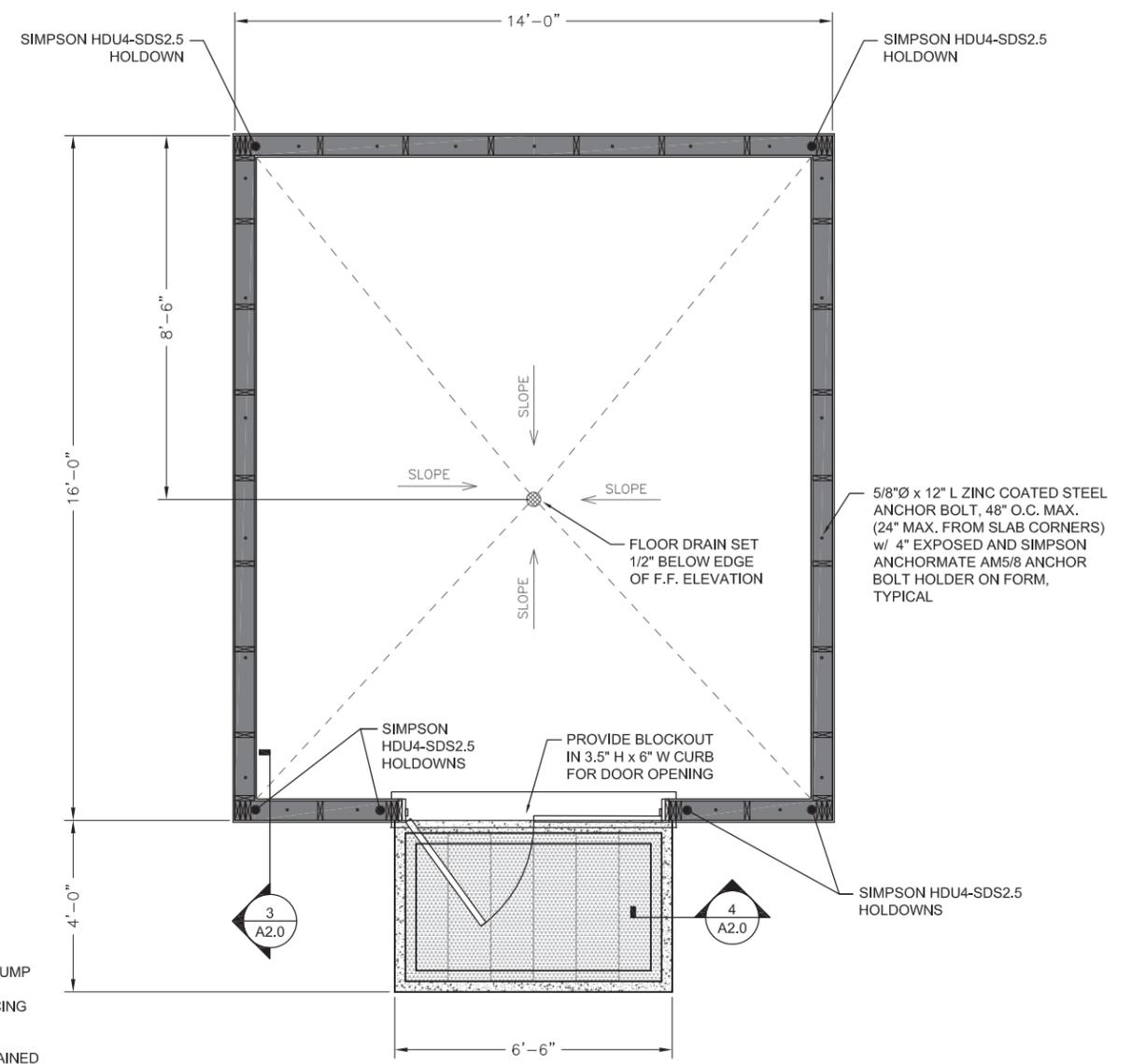
**FLOOR PLAN
AND ELEVATIONS**

DRAWING	A-1
SHEET No.	5 of 8

7/22/2014 1:20 PM AST
E:\GDM\2014\SE-AL\HAINES\PIEDAD SPRINGS\A2.0 FOUNDATION PLAN SECTION.DWG



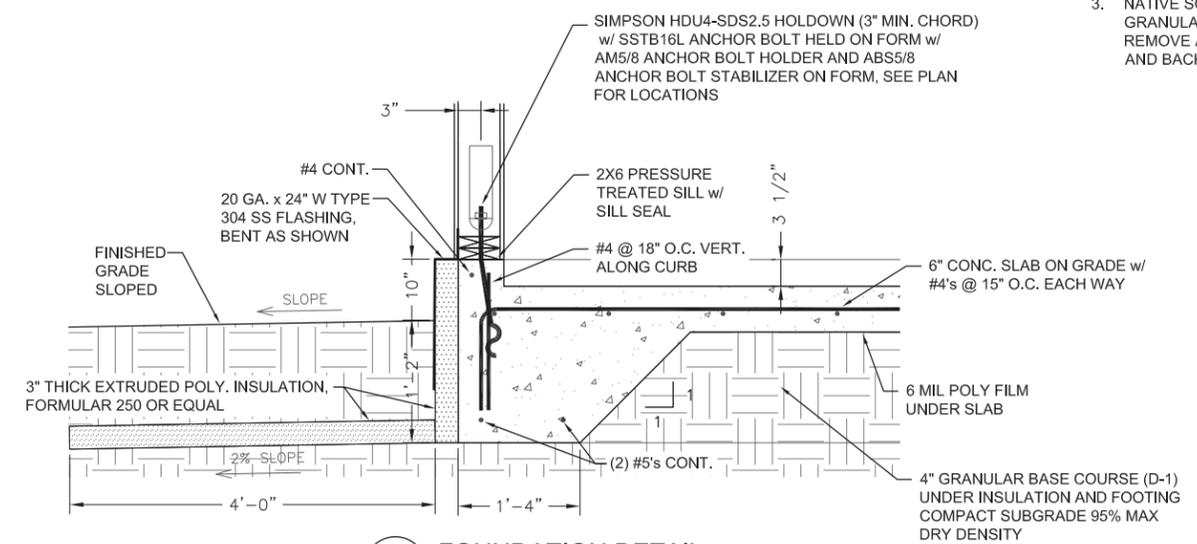
2 BUILDING SECTION
1/2" = 1'-0"



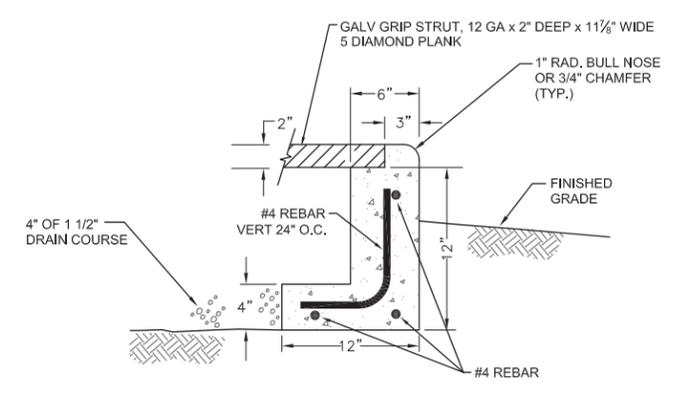
1 FOUNDATION PLAN
1/2" = 1'-0"

FOUNDATION NOTES

1. CONCRETE 3000 PSI, 4" TO 5" SLUMP
2. OVERLAP SPLICES IN REINFORCING STEEL 25" MIN.
3. NATIVE SOIL MUST BE WELL DRAINED GRANULAR GRAVELLY OR SANDY SOIL. REMOVE ALL ORGANICS AND SILT/CLAY AND BACK FILL AS REQUIRED



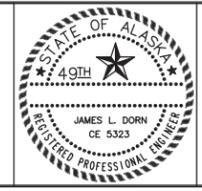
3 FOUNDATION DETAIL
1" = 1'-0"



4 ENTRANCE FOOTING
1/2" = 1'-0"

SCALE	GRAPHIC		
DESIGNED	JLD		
DRAWN	GDM		
CHECKED	JLD		
DATE	JULY 2014		
REV	DATE	BY	DESCRIPTION

HAINES BOROUGH
PIEDAD SPRINGS
WATER TREATMENT TANK



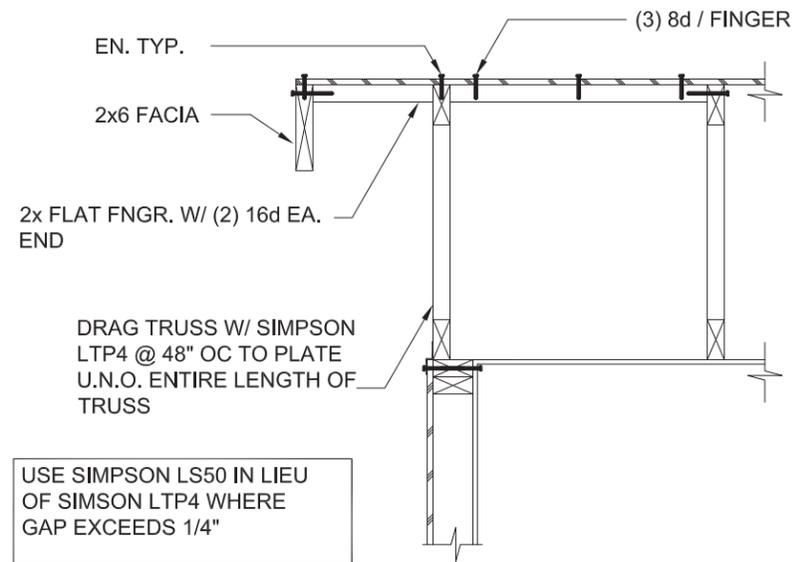
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JUNEAU, ALASKA 99801
(907) 586-4447

**FOUNDATION PLAN
AND SECTION**

DRAWING
A-2
SHEET No.
6 of 8

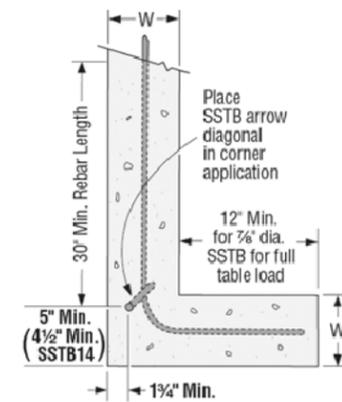
DOOR SCHEDULE	
RM 101 DOOR 1	
OPENING SIZE :	6'x0" X 7'-0" (DOUBLE DOOR)
WALL THICKNESS :	6 5/8"
FRAME :	HOLLOW METAL ,THERMAL
DOOR TYPE :	THERMAL
RATING :	NOT RATED
SWING : ACTIVE DOOR :	LHR
INACTIVE DOOR:	RHR
SMOKE GASKET :	NO
CLOSURE :	ACTIVE DOOR ONLY
FINISH	PRIMED
THRESHOLD:	YES
MULLION :	NO
DOOR GLASS :	N/A
PANIC HARDWARE :	N/A
KICK PLATE :	NO
BACKSET :	2 3/4"
CORE HOUSING:	IE72
FUNCTION CODE :	AB
HANDLE STYLE:	LEVER
ROSE :	STYLE C
STRIKE PACKAGE:	S3
FINISH :	US626
KEY CODE :	A-1

NOTES
THERMAL INSULATED DOORS INCLUDE WEATHERSTRIPPING



USE SIMPSON LS50 IN LIEU OF SIMSON LTP4 WHERE GAP EXCEEDS 1/4"

1 TYP, GABLE END ROOF
A3.0 N.T.S.



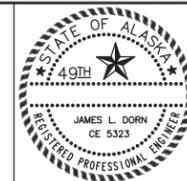
2 HOLDOWN ROD CORNER PLACEMENT
A3.0 1/2" = 1'-0"

E:\GDM\2CAD\SE- AK\HAINES\PIEDAD SPRINGS\A3.0 BUILDING DETAILS.DWG 7/22/2014 1:20 PM AST

REV	DATE	BY	DESCRIPTION

SCALE	GRAPHIC
DESIGNED	JLD
DRAWN	GDM
CHECKED	JLD
DATE	JULY 2014

HAINES BOROUGH
PIEDAD SPRINGS
WATER TREATMENT TANK

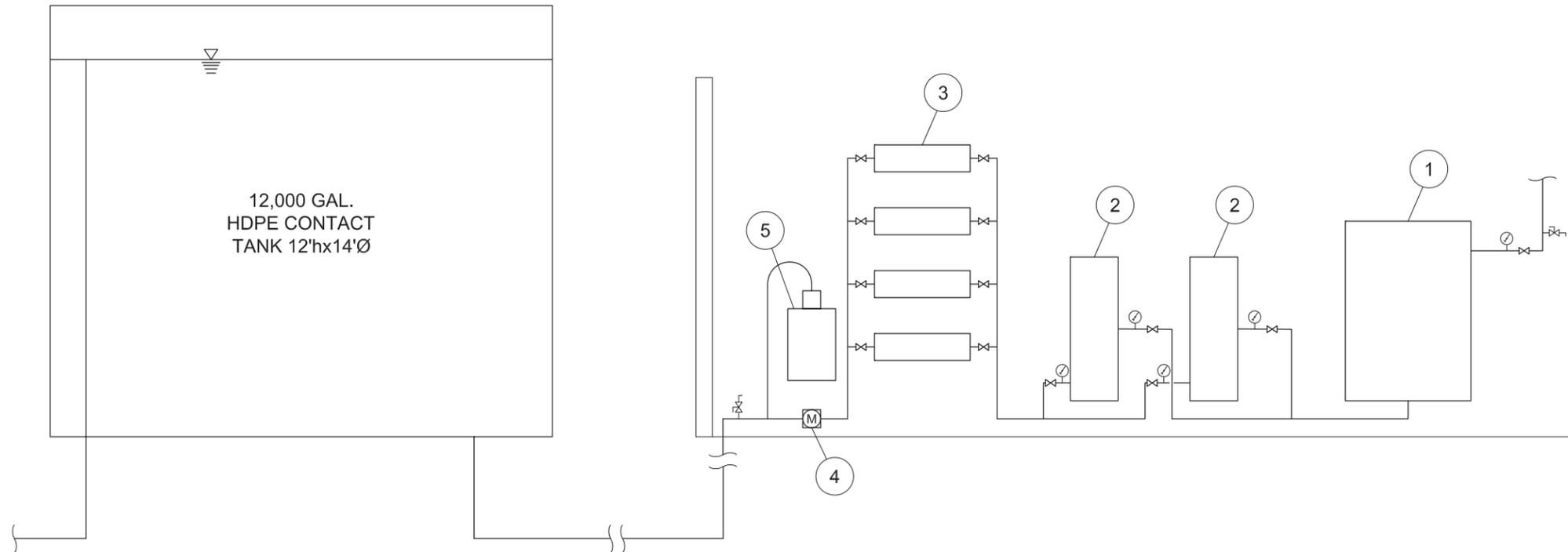


Carson Dorn Inc.
712 WEST 12TH STREET
JUNEAU, ALASKA 99801
(907) 586-4447

BUILDING DETAILS
AND ELEVATIONS

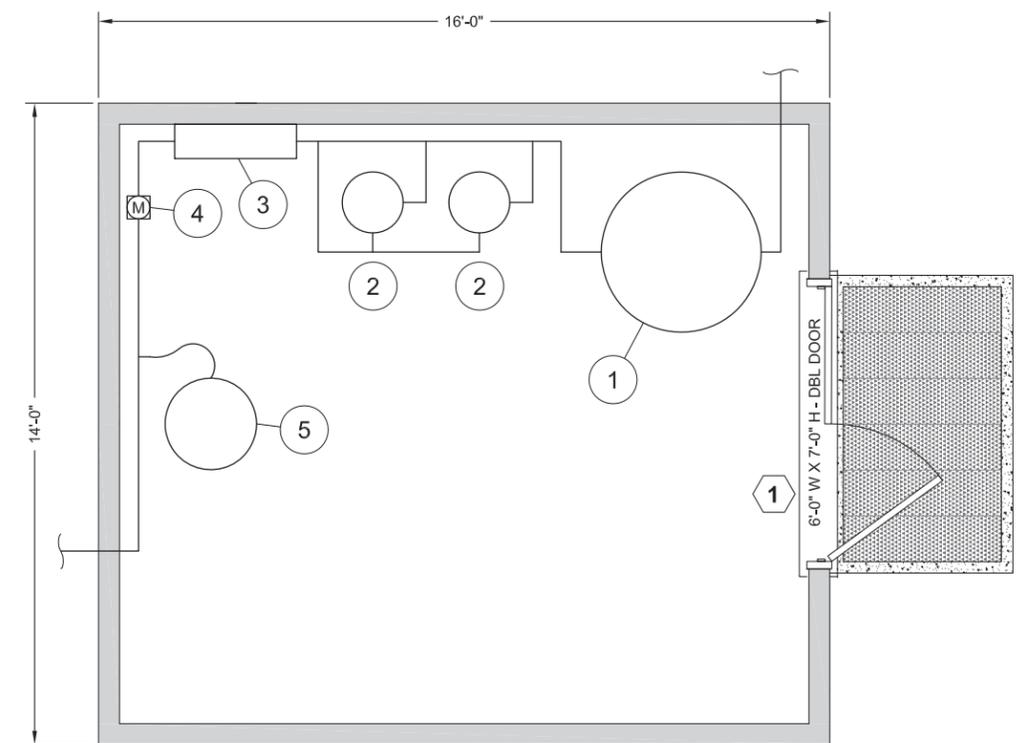
DRAWING
A-3
SHEET No.
7 of 8

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TREATMENT PIPING SCHEMATIC

TREATMENT EQUIPMENT LIST		
NUMBER	ITEM	QUANTITY
1	MARLO MULTI-MEDIA FILTER MID-42	1
2	HARMSCO HUR 1X170FL HOUSING WITH HC 170-LT2 CARTRIDGE FILTER	2
3	UV PURE HALLETT 30	4
4	SPARLING MAG METER	1
5	LMI FLOW PACED CHLORINATOR WITH CHLORINE SOLUTION TANK	1

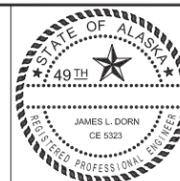


PIPING FLOOR PLAN

REV	DATE	BY	DESCRIPTION

SCALE GRAPHIC
 DESIGNED JLD
 DRAWN GDM
 CHECKED JLD
 DATE JULY 2014

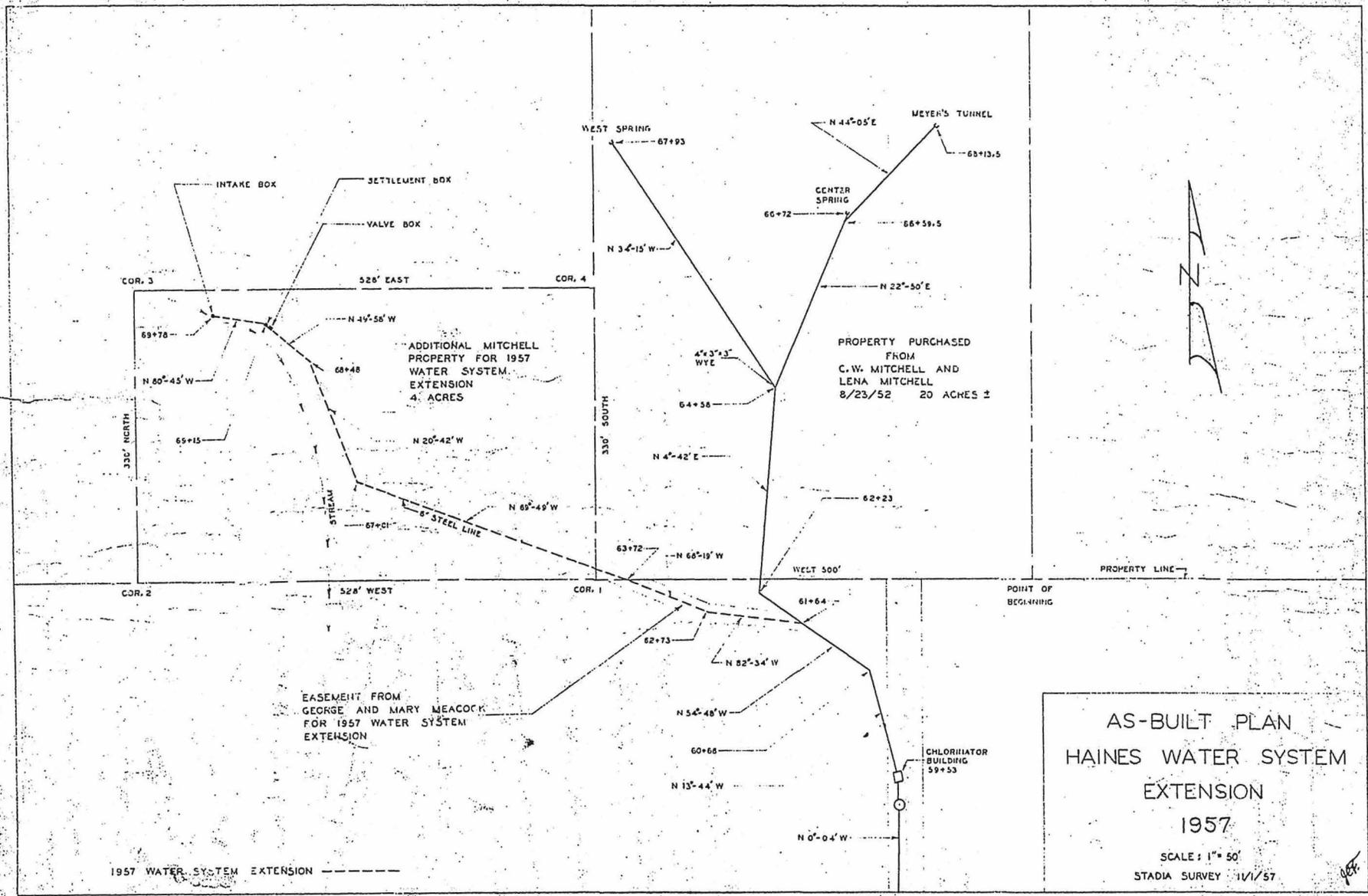
HAINES BOROUGH
 PIEDAD SPRINGS
 WATER TREATMENT TANK



CD Carson Dorn Inc.
 712 WEST 12TH STREET
 JUNEAU, ALASKA 99801
 (907) 586-4447

PIPING FLOOR PLAN
 AND ELEVATIONS

DRAWING
M-1
 SHEET No.
 8 of 8



AS-BUILT PLAN
HAINES WATER SYSTEM
EXTENSION
1957
 SCALE: 1" = 50'
 STADIA SURVEY 11/1/57

1957 WATER SYSTEM EXTENSION

EASEMENT FROM
 GEORGE AND MARY MEACOCK
 FOR 1957 WATER SYSTEM
 EXTENSION

PROPERTY PURCHASED
 FROM
 C.W. MITCHELL AND
 LENA MITCHELL
 8/23/52 20 ACRES ±

ADDITIONAL MITCHELL
 PROPERTY FOR 1957
 WATER SYSTEM
 EXTENSION
 4 ACRES

PROPERTY LINE

POINT OF
 BEGINNING

WEST 500'

COR. 1

528' WEST

COR. 2

330' SOUTH

COR. 4

528' EAST

COR. 3

330' NORTH

CHLORINATOR
 BUILDING
 59+53

N 0°-04' W

N 13°-44' W

N 54°-48' W

N 82°-34' W

N 66°-19' W

N 4°-42' E

4" x 3" x 3"
 WYE

N 22°-50' E

N 44°-05' E

WEST SPRING
 67+93

CENTER
 SPRING
 66+72

MEYER'S TUNNEL

STREAM

6" STEEL LINE

INTAKE BOX

SETTLEMENT BOX

VALVE BOX

69+78

N 60°-45' W

65+15

N 45°-58' W

68+48

N 20°-42' W

N 69°-49' W

63+72

N 66°-19' W

61+64

62+73

N 54°-48' W

60+68

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4" x 3" x 3"
 WYE

N 22°-50' E

N 44°-05' E

WEST SPRING
 67+93

CENTER
 SPRING
 66

LEGEND

- PRIMARY MONUMENT RECOVERED THIS SURVEY
- SECONDARY MONUMENT SET THIS SURVEY BY J.W. BEAN
- SECONDARY MONUMENT RECOVERED THIS SURVEY
- SURVEYED
- - - UNSURVEYED
- CENTERLINE
- SURVEY TIE



TYPICAL SECONDARY MON.
2" ALUM. CAP
5/8" REBAR, 36" LONG

RECORD DIMENSIONS DIFFERENT FROM MEASURED OR CALCULATED DIMENSIONS ARE SHOWN IN PARENTHESIS. ALL RECORDED INFORMATION THIS SURVEY FROM PLAT NO. 2001-15 UNLESS OTHERWISE NOTED.

BASIS OF BEARING
BASIS OF BEARING FOR THIS PLAT IS THE RECORD BEARING OF S89°58'40"E TO A FOUND REBAR AND CAP BEING THE NORTHWEST CORNER CORNER OF LOT 5, REBAR AND CAP BEING THE NORTHEAST CORNER CORNER OF LOT 5, AS SHOWN ON RECORD PLAT NO. 2009-10.

STATEMENT OF OWNERSHIP:

WE HEREBY CERTIFY THAT I/WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAT OF SUBDIVISION WITH OUR FREE CONSENT AND THAT WE DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

Date: 7/11/2011, 2011
Owner: Arthur Meacock
ARTHUR MEACOCK
PO BOX 487
HAINES, ALASKA 99827

NOTARY'S ACKNOWLEDGEMENTS:

UNITED STATES OF AMERICA }
STATE OF ALASKA } S.S.
THIS IS TO CERTIFY THAT ON THIS 11th DAY OF July, 2011
BEFORE ME THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED:
Arthur Meacock

KNOWN TO ME TO BE THE PERSON (PERSONS) DESCRIBED IN AND WHO EXECUTED THE ABOVE AND FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE (SHE) (THEY) SIGNED AND SEALED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN MENTIONED.

WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.



Notary Public for Alaska: Tina Olsen
My Commission Expires: 6/15/2015

CERTIFICATE BY THE HAINE'S BOROUGH

THE REPLAT OF LOT 1, MEACOCK SUBDIVISION, PLAT NO. 2001-15, AS DESCRIBED HEREON HAS BEEN FOUND TO COMPLY WITH THE PROVISION SET FORTH IN HC. 16.100 AND IS APPROVED FOR RECORDING WITH THE HAINE'S RECORDERS OFFICE DATED:

3-2-11, 2011
Lee Henn Miller DATE: 8-1-2011
LEE HENNMILLER
PLANNING COMMISSION CHAIR
Dan Hiee DATE: 8-2-2011
DAN HIEE
MAYOR
HAINE'S BOROUGH

CERTIFICATE OF REGISTERED LAND SURVEYOR

I HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, LICENSED AND REGISTERED IN THE STATE OF ALASKA, AND THAT THIS PLAT WAS PREPARED UNDER MY DIRECT SUPERVISION, THAT ALL DIMENSIONAL DETAILS AND RELATIVE BEARINGS ARE CORRECT AS SHOWN AND THAT ALL EASEMENTS AND RIGHT OF WAYS APPEARING ON THE LAND ARE AS SHOWN.

Date: 7-22-2011



DRAWN BY: ODU Graphics
CHECKED BY: J.W.B.
DRAWING DATE: 7-08-2011
FIELD BOOK:
SCALE: 1"=100'
JOB NO.: HNS-2000-MEACOCK-L011A-243
REVISED:
CAD

J.W. BEAN INC.
PROFESSIONAL SURVEYOR
1070 ARCTIC CIRCLE
JUNEAU - ALASKA
(907) 788-0500
SURVEYOR - PLANNER

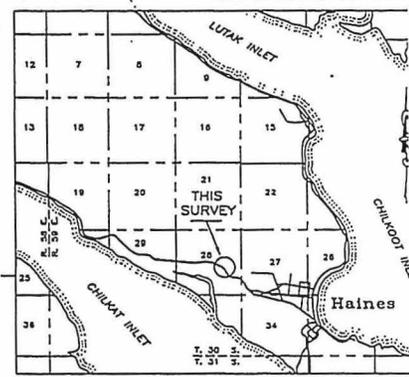
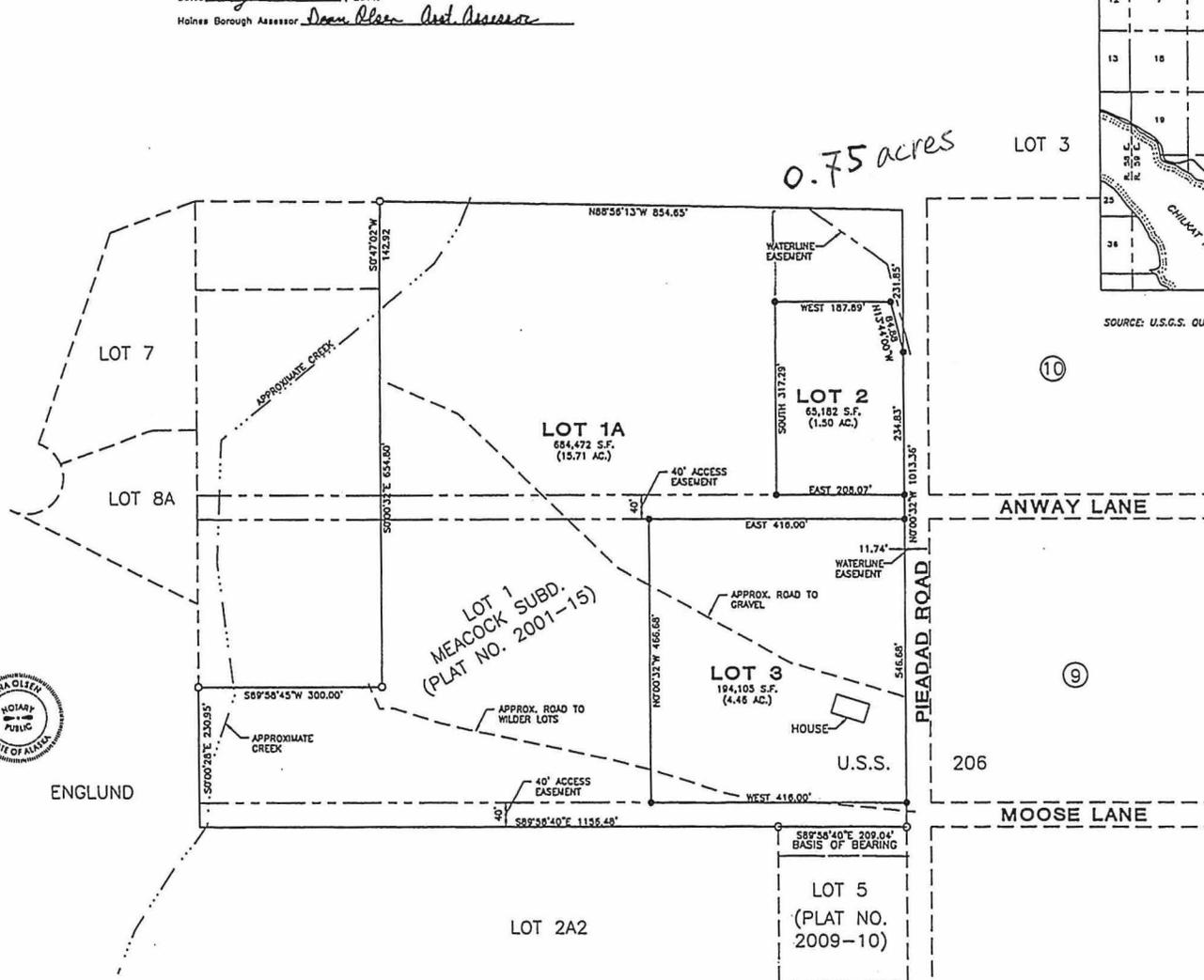
CERTIFICATION OF BOROUGH ASSESSOR

I HEREBY CERTIFY THAT THE APPLICANTS ARE NOT DELINQUENT ON PROPERTY TAXES FOR THE PROPERTY SPECIFIED ON THE SUBDIVISION PLAT SHOWN HEREON.

Dated: August 2, 2011.
Haines Borough Assessor: Deem Olsen Dist. Assessor

NOTE:

THIS PLAT IS IN THE RURAL RESIDENTIAL LAND USE ZONE



SOURCE: U.S.G.S. QUADS "SKAGWAY A-2 & B-2, ALASKA" SCALE: 1" = 1 MILE

NOTES:

1. ALL PLAT BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARINGS.
2. ALL DISTANCES SHOWN ARE REDUCED TO HORIZONTAL.
3. LOTS WITHIN THIS SUBDIVISION ARE SERVED BY THE HAINE'S BOROUGH MUNICIPAL WATER AND SEWER SYSTEMS.

2011-6
Plat #
Haines
Rec Dist
8-4
Date
Time 12:03P U

A PLAT OF
MEACOCK SUBDIVISION
A RE-PLAT OF
LOT 1
MEACOCK SUBDIVISION
WITHIN U.S. SURVEY NO. 206
WITHIN CITY OF HAINE'S, ALASKA/
HAINE'S RECORDING DISTRICT - HAINE'S, ALA.

Piedad Springs Upgrades

Sources of Funds	
Municipal Matching Grant	\$ 353,775
Alaska Drinking Water Loan Fund (includes 41% subsidy)	<u>174,025</u> *
TOTAL SOURCES OF FUNDS	\$ 527,800

Uses of Funds	
	Amount
Construction	
Engineer's Estimate from Feasibility Study	377,000
Admin, Permitting, & Contingency	<u>150,800</u>
Subtotal - Construction	527,800
TOTAL USES OF FUNDS	\$ 527,800

Net Flow of Funds **\$ 0**

* Total loan per IUP is \$338,760 but given current budget only \$174,025 will be used.

Loan repayment:	
Loan Amount	\$ 174,025
Less Subsidy Amount	<u>\$ (71,350)</u>
Loan principal to be repaid	\$ 102,675
Estimated annual loan payments	\$ 5,940
Projected date of first loan payment	10/01/16



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-567
Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Vacate and Transfer a Portion of the Mathias Ave. ROW to Landowner Louise Smith for Easement	1. Resolution 15-04-626 2. Planning Commission Recommendation
Originator: Director of Public Facilities	
Originating Department: Public Facilities	
Date Submitted: 4/16/15	

Full Title/Motion:
Motion: Adopt Resolution 15-04-626.

Administrative Recommendation:
This resolution is recommended by the Planning Commission and Director of Public Facilities.

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	Surveyed/Replatted (one-time cost)

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives: Objective 11A, Page 205	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
Property owner Norm Smith in 2010 submitted a water and sewer services application to the Borough since his property is within 200 feet of the public systems. Borough staff determined it was not feasible for Mr. Smith to hook up to services without significant expense and additional stress to an already compromised sewer main on Mathias Avenue. The Director of Public Facilities recommends acquiring a 15-foot sewer easement across the Louise Smith property legally described as Block 7, Kabler Tract, USS 690 to provide sewer service to Mr. Smith's property. The Borough has decided to relocate sewer main so that it runs the other direction on Mathias Avenue, then down a utility easement to the sewer main on Lutak Road. Property owner Louise Smith has agreed to grant the Borough the 15-foot sewer easement by gaining the ownership of the same square footage of Right of Way on Mathias Avenue (approximately 3,800 square feet) as compensation. The Planning Commission held a public hearing on 4/16/15 and concurred with staff's recommendation that the Right of Way is not necessary for public use and should be vacated.

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

Assembly Action:	
Meeting Date(s): 4/28/15	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to vacate and transfer a portion of the Mathias Avenue Right of Way to adjoining landowner Louise Smith in exchange for an equal amount of Smith property to be made into a utility easement.

WHEREAS, Haines Borough Code (HBC) 18.60.010(1) states, "If property on which a use is proposed is within 200 feet of an existing, adequate public water and/or sewer system, the developer shall be required to connect to the public systems"; and

WHEREAS, property owner Norm Smith in 2010 submitted a water and sewer services application to the Borough since his property is within 200 feet of the public systems; and

WHEREAS, Borough staff determined it was not feasible for Mr. Smith to hook up to services within 200 feet without significant expense and additional stress to an already compromised sewer main on Mathias Avenue; and

WHEREAS, the Director of Public Facilities recommends acquiring a 15-foot sewer easement across the Louise Smith property legally described as Block 7, Kabler Tract, USS 690 to provide sewer service to Mr. Smith's property; and

WHEREAS, the Borough has decided to relocate sewer main so that it runs the other direction on Mathias Avenue, then down a utility easement to the sewer main on Lutak Road; and

WHEREAS, property owner Louise Smith has agreed to grant the Borough the 15-foot sewer easement by gaining the ownership of the same square footage of Right of Way on Mathias Avenue (approximately 3,800 square feet) as compensation; and

WHEREAS, the Planning Commission held a public hearing on 4/16/15 and concurred with staff's recommendation that the Right of Way is not necessary for public use and should be vacated,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to vacate and transfer a portion of the Mathias Avenue Right of Way to adjoining landowner Louise Smith in exchange for an equal amount of Smith property to be made into a utility easement.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this ____ day of _____, 2015.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk



Haines Borough
**PLANNING COMMISSION
RECORD OF DECISION**

DATE: April 16, 2015

TO: Assembly

FROM: Planning Commission

PLANNING COMMISSION DECISION:

Motion:

Turner moved to “recommend the Assembly vacate one portion of the Mathias Ave. Right-of-Way”. Venables seconded it. The motion carried unanimously.

RATIONALE:

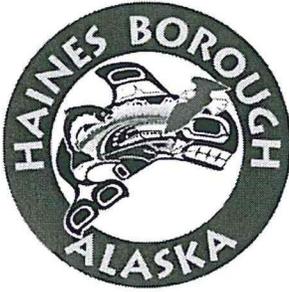
See attachments.

SUBMITTED BY _____

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

(signature)

Rob Goldberg
Planning Commission Chair



HAINES BOROUGH
Planning & Zoning
P.O. Box 1209
Haines, AK 99827-1209
907-766-2231 Ext. 23
907-766-2716 (fax)

April 20, 2015

To: Assembly
Cc: David Sosa, Manager
Rob Goldberg, Planning Commission Chairman
From: Tracy Cui, Planning and Zoning Technician III
Re: Determine that One Portion of Mathias Ave. surpluses to its needs as a Right-of-Way and Recommend that the Assembly Vacate Said Right-of-Way

Staff Recommendation:

A portion of the Mathias Ave. ROW be vacated and transferred to adjoining landowner Louise Smith in exchange for equal amount of Smith property to be made into a utility easement.

Background and Overview:

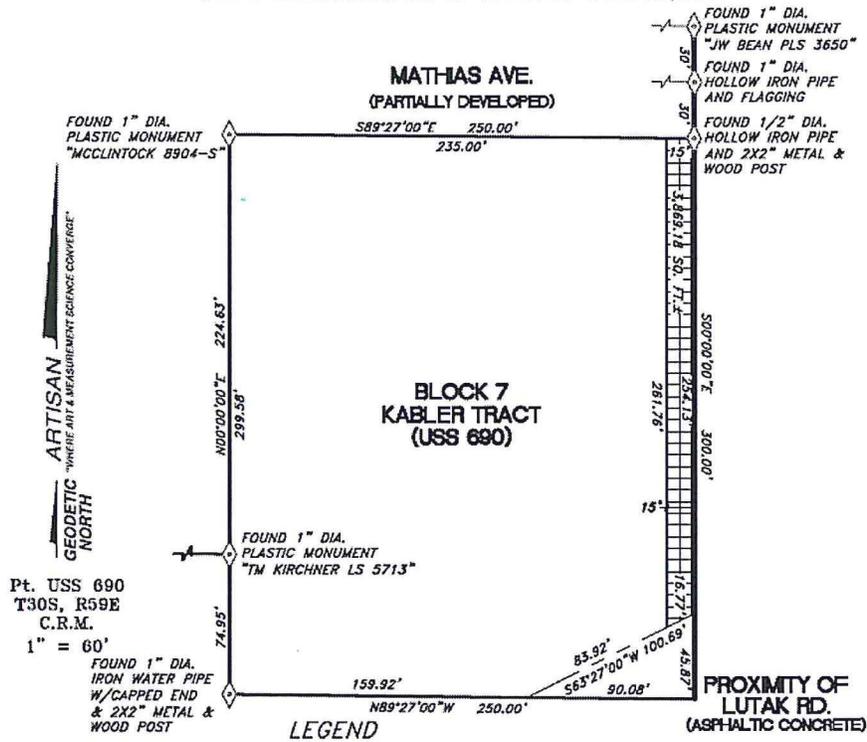
Haines Borough Code (HBC) 18.60.010(I) requires "If property on which a use is proposed is within 200 feet of an existing, adequate public water and/or sewer system, the developer shall be required to connect to the public systems". In 2010, property owner Norm Smith submitted water & sewer services application to the Borough since the property is within 200 feet of the public systems. In reviewing the application, staff determined that there is not an adequate sewer main that is serviceable for his property. In addition, the sewer main on Mathias Ave. is not able to be buried to correct depth due to the elevation of the Young Road sewer main that it feeds into. There have been multiple cases in which the Mathias main has backed up into residential property and caused damage for which the Borough has been financially responsible to fix. In this case, while service is within 200 feet it is not feasible to hook up these services without significant expense to Norm Smith and additional stress to an already compromised sewer main.

Staff have been working with Norm Smith and adjacent property owners on trying to find a solution to the sewer service issue on his property. In general, the Borough has re-explored all of the options that have been considered over the last several years and have come up with the following feasible solution:

Acquiring 15' utility easement across Louise Smith property: The sewer main that runs east from Young Rd. along Mathias Ave. was blocked with Debris. The Borough's Public Works Department worked with the Sewer Department to locate the blockage and fix the problem. When the blocked

area of line was located it was determined that it runs on private property underneath a house. The Borough has decided to relocate the sewer main so that it runs the other direction on Mathias Ave., then down a utility easement to the sewer main on Lutak Rd. During the course of construction the utilities will be accessible to Norm Smith property in a much more economical manner than is presently possible. The survey was conducted in July of 2014. Please see the diagram below.

BLOCK RETRACEMENT AND 15-FOOT EASEMENT DIAGRAM
 BLOCK 7, KABLER TRACT, USS 690 PATENTED SURVEY
 RECONSTRUCTION OF LOCALLY ACCEPTED AND BEST-AVAILABLE
 EVIDENCE INCLUDING MUNCASER'S HAINES ALASKA PLAT
 FIELD CONDITIONS AS OF WEEK OF JULY 20, 2014



Property owner Louise Smith has agreed to grant the Borough this 15' wide utility easement by gaining the ownership of the same square footage of ROW on Mathias (approximately 3,800 sq.ft) as compensation. The next step in the planning/development process for proposed utility easement is to seek a determination from the Planning Commission that the vacation is consistent with the Borough code and to recommend that the Assembly formally vacate the ROW. Please see the attached plat showing the property in question.

To arrive at this determination, staff spoke with property owners, conducted site visits, reviewed all applicable local and state laws, and performed general research on similar instances. Through this research, the Borough discovered:

- The ROW is currently undeveloped, and is unlikely to be developed in the future;
- The ROW was reserved for street/roadway purposes;
- The ROW has not been used for through traffic for well since Mathias Ave. was originally platted;
- No public money has been expended on this portion of ROW since Mathias Ave. was originally platted;

- If the subject area is vacated, all the adjacent properties will still have legal access.

Alaska Statutes Sec.29.40.120 set forth a procedure whereby the Borough can vacate right-of-way on a petition. The petition shall be filed with the platting authority. Therefore, it must conduct a public hearing before the Planning Commission and accept evidence on whether or not the ROW is unnecessary for present or prospective public use. If it finds that the ROW is not necessary for public use, then the Assembly may formally vacate the ROW.

Discussion:

The subject area is currently zoned Single Residential. The intent of the single residential zone is to provide for and protect areas for low density, individual home sites and quiet residential uses. All new development in this zone should be planned to maintain and enhance the single-unit residential character of the existing neighborhood. New development areas included in this zone should be designed and developed to provide residential areas on low volume streets sheltered from other existing or proposed uses. The area is served by, or intended to have, the necessary level of public utilities and an adequate transportation system as deemed appropriate for the planned use.

Also, the Haines Borough 2025 Comprehensive Plan encourages this area to be designated for residential development on the Future Growth Maps. It states... "Actions to encourage infill, and identify logical utility and road extension areas are a responsibility of this Comprehensive Plan to allow for orderly future growth." (Haines Borough 2025 Comprehensive Plan, Page 168 & 169).

Obviously, the proposed use is consistent with the Comprehensive Plan and policies. The easement across Louise Smith property will help to support reasoned utility extension and enhance the residential vibrancy through vacating said ROW.

On 04/06, the Borough notified, in writing, all persons who own property within 200 feet of the proposed vacation, giving information on the location of the vacation. Please see the attached mailing list. As of today, the Borough has not received any written comments. The public hearing was advertised in the local newspaper on 04/09. The Planning Commission held a public hearing on 04/16. During the discussion, the Planning Commission concurred with staff's recommendation and made a motion to recommend the Assembly vacate said ROW. The motion carried unanimously.

Next Steps

- If the Assembly grants the vacation request, the Borough will have the vacated land surveyed and replatted by a registered land surveyor in a format suitable for filing with the State Recorder's Office.
- An Assembly resolution will be adopted to authorize the disposal of any vacated rights-of-way. The resolution shall contain a statement that the Assembly found the property surplus to its needs as a right-of-way.

PS: If the request was to not move forward, the use could remain as is.

Thank you very much for considering this.

OWNERSHIP CERTIFICATE

I HEREBY CERTIFY THAT LOUISE SMITH IS THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS PLAT OF SUBDIVISION WITH MY FREE CONSENT. DESIGNATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED:

DATE: _____ DATE: _____

LOUISE SMITH
P.O. BOX 38
HAINES, AK 99827

JAN HILL
HAINES BOROUGH MAYOR
P.O. BOX 1209
HAINES, AK 99827

DATE: _____

DAVID SOSA
HAINES BOROUGH MANAGER
P.O. BOX 1209
HAINES, AK 99827

NOTARY ACKNOWLEDGEMENT

UNITED STATES OF AMERICA)
S.S.

STATE OF ALASKA)
THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 2015, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED:

LOUISE SMITH
KNOWN TO ME TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE ABOVE AND FOREGOING INSTRUMENT AND SEALED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN MENTIONED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES: _____

NOTARY ACKNOWLEDGEMENT

UNITED STATES OF AMERICA)
S.S.

STATE OF ALASKA)
THIS IS TO CERTIFY THAT ON THIS _____ DAY OF _____, 2015, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SWORN, PERSONALLY APPEARED:

JAN HILL AND DAVID SOSA
KNOWN TO ME TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE ABOVE AND FOREGOING INSTRUMENT AND SEALED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN MENTIONED. WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST ABOVE WRITTEN.

NOTARY PUBLIC FOR THE STATE OF ALASKA

MY COMMISSION EXPIRES: _____

CERTIFICATE BY THE HAINEES BOROUGH

I CERTIFY THAT THIS RE-SUBDIVISION PLAT OF BLOCK 7, KAHLER TRACT AND A PORTION OF MATHIAS AVE. HAS BEEN FOUND TO COMPLY WITH THE PROVISIONS SET FORTH IN HC 18.100 AND IS APPROVED FOR RECORDING WITH THE HAINEES RECORDING OFFICE.

ROB GOLDBERG
HAINEES BOROUGH PLANNING COMMISSION CHAIRMAN

DATE

JAN HILL
HAINEES BOROUGH MAYOR

DATE

GENERAL NOTES:

- THE BASIS OF BEARING FOR THIS SURVEY IS SHOWN ON DRAWING.
- WHERE RECORD COURSES (BEARINGS AND/OR DISTANCES) DIFFER FROM THAT OF ACTUAL MEASURED OR COMPUTED COURSES, RECORD COURSE ARE SHOWN WITHIN PARENTHESES WHILE THE ACTUAL MEASURED OR COMPUTED SURVEY COURSES ARE SHOWN WITHOUT PARENTHESES.
- ALL BEARINGS SHOWN ARE TRUE BEARINGS AS ORIENTED TO THE BASIS OF BEARINGS AND DISTANCES SHOWN ARE REDUCED TO HORIZONTAL FIELD DISTANCES.
- THE ACCURACY OF THIS SURVEY IS GREATER THAN 1:5,000
- RECORD BEARINGS AND DISTANCES ARE FROM PLAT No. 2090-14.
- SUBJECT OF EASEMENTS AND RESTRICTIONS OF RECORD. LOTS MAY BE AFFECTED BY ENCROACHMENTS NOT DEPICTED.
- THIS PLAT IS IN THE SINGLE RESIDENTIAL ZONE.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF ALASKA, AND THAT THIS PLAT REPRESENTS THE SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, THAT ALL GEOMETRICAL AND RELATIVE BEARINGS ARE CORRECT, ALL EASEMENTS AND RIGHTS OF WAY APPEARING ON THE LAND AS SHOWN, AND ALL MONUMENTS ARE SET IN PLACE AS NOTED UPON THIS PLAT AS REPRESENTED.



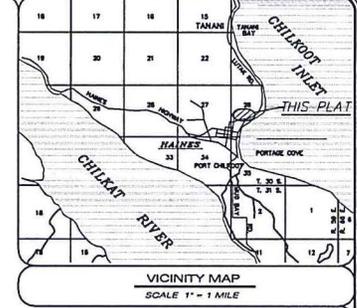
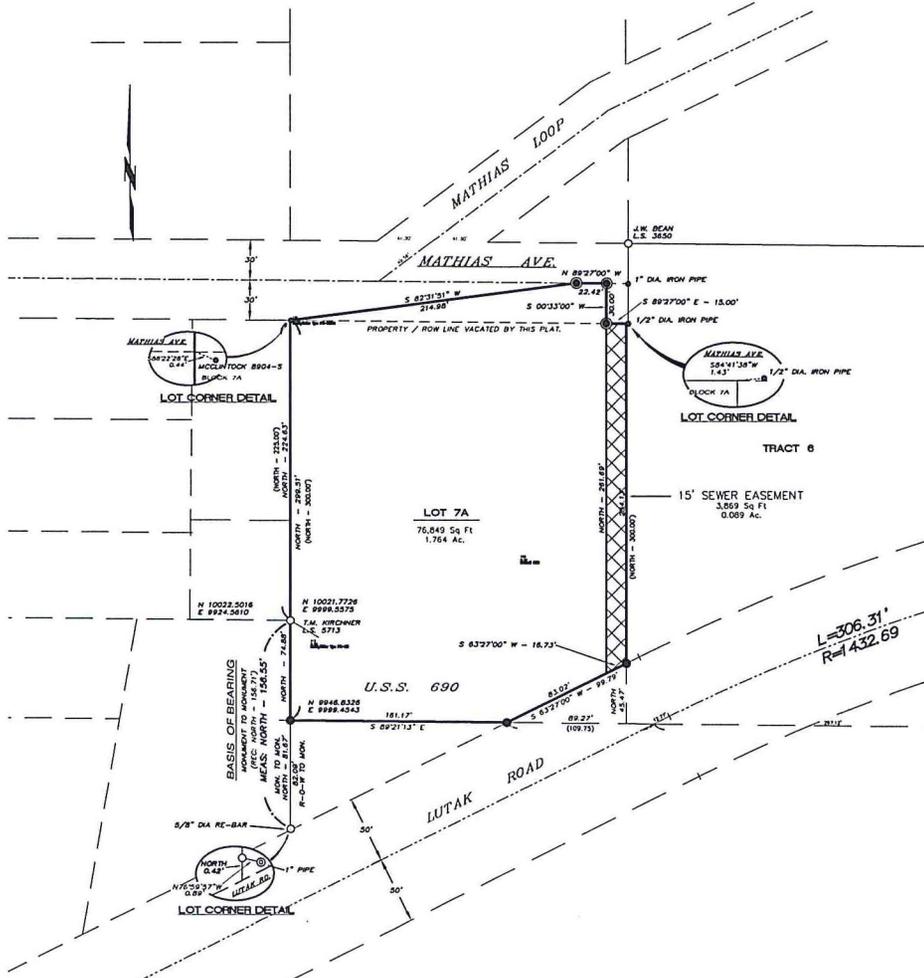
THOMAS M. KRICHOLDFELD, P.L.S. #5712

DATE: _____

CERTIFICATION OF BOROUGH ASSESSOR

I HEREBY CERTIFY THAT THE APPLICANTS ARE NOT DELINQUENT ON PROPERTY TAXES FOR THE PROPERTY SPECIFIED ON THIS SUBDIVISION PLAT AS SHOWN HEREON.

DATE: _____ HAINEES BOROUGH ASSESSOR



- LEGEND**
- FOUND SURVEY MONUMENTS**
- 1/4" DIA. YELLOW PLASTIC CAP (PVC) 0.156" DIA. SERIAL SET BY DONALD NORTH, L.S. 85 OTHERS DESCRIBED.
 - 1" DIA. IRON PIPE
- SET SURVEY MONUMENTS**
- SET SECONDARY MONUMENT THIS SURVEY: 3/4" DIA. ALUMINUM CAP 0.156" DIA. SERIAL 37110.
 - SET SECONDARY MONUMENT WITH 1/2" DIA. YELLOW PLASTIC CAP (PVC) PLACED ON 1" DIA. IRON PIPE 30' LONG SET AT ALL LOT CORNERS UNLESS STATE ABOVE OR SHOWN OTHERWISE.
- (#00-000) RECORDING OFFICE PLAT NUMBER, OR SERIAL RECORDING NUMBER FROM WHICH RECORD BEARING AND/OR DISTANCE WAS TAKEN.
- (R1) RECORD VALUES PER PROSPECTOR HILLS SUBDIVISION PLAT No. 1529

OWNER:
HAINEES BOROUGH
P.O. BOX 1209
HAINES, AK 99827

SURVEYOR:
ALASKA LAND SURVEYING CO., L.L.C.
P.O. BOX 397
5211 N. CIRCLE DRIVE
FAIRBANKS, ALASKA 99701
907-766-1491

SUBDIVISION PLAN: 1" = 40'

FEET: 0 40' 80' 120' 160' 200'



A DEVELOPMENT OF 1.675 ACRES
SHEET: 1 OF 1

DRAWN BY: T.M.K. **SCALE:** 1" = 40' **DATE:** 15 FEBRUARY 2015 **PROJECT NO.:** 14542.02A/4137

PRIMARYOWNER	SECONDARYOWNER	COMPANY	TAXIDNO	ADDRESS	LOTSIZE	CITY	STATE	COUNTRY	ZIPCODE
MARJORIE WARD	N. TAYLOR	Part Sen.Cit.Exempt/ N.TAYLOR	C-690-05-0100	BOX 208	0.49	HAINES	AK	US	99827
ROBERT E. E. PLUCKER	MARGARET M. PLUCKER	MARGARET PLUCKER	C-690-04-0B00	BOX 1394	0.524	HAINES	AK	US	99827
ELZA A. THOMPSON	<Null>	<Null>	C-690-04-0D00	P.O. BOX 773545	0.653	OCALA	FL	US	34477
TIMOTHY B. WARD	<Null>	<Null>	C-690-03-0200	PO BOX 208	0.2841	HAINES	AK	US	99827
KAREN TAUG	OLE TAUG III	c/o Alaska Realty Tax Service	C-690-03-0100	P.O. BOX 34555	0.5677	JUNEAU	AK	US	99803
NORMAN L. SMITH JR.	SUZANNE VUILLET-SMITH	SUZANNE VUILLET SMITH	C-690-05-0200	BOX 5	0.85	HAINES	AK	US	99827
ROBERT E. E. PLUCKER	MARGARET M. PLUCKER	MARGARET PLUCKER	C-690-04-0B00	BOX 1394	0.524	HAINES	AK	US	99827
LEMMIE L. SPRADLIN	<Null>	Senior Citizen Exempt	C-690-08-0A00	P.O. BOX 386	0.3013	HAINES	AK	US	99827
ERWIN N. HERTZ	<Null>	<Null>	C-690-08-0E20	BOX 110	0.1291	HAINES	AK	US	99827
MARVIN SMITH	<Null>	Portion Senior Citizen Exempt	C-690-07-0000	BOX 38	1.8313	HAINES	AK	US	99827
CAROL WALDO	WILLARD WALDO	Portion Senior Citizen Exempt	C-690-06-0000	BOX 274	1.289	HAINES	AK	US	99827
ERWIN N. HERTZ	<Null>	Senior Citizen Exempt	C-690-08-0B00	BOX 110	0.5997	HAINES	AK	US	99827
CARLOS JIMENEZ	SIERRA JIMENEZ	<Null>	C-690-08-0C00	BOX 962	0.482	HAINES	AK	US	99827



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-568

Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Authorize Emergency Contract for Letnikof Cove Harbor Float Repairs or Other Solution	1. Resolution 15-04-627 2. Memo from Director of Public Facilities and Interim Harbormaster 3. Port and Harbor Advisory Committee Recommendation 4. Moorage Suspended at Letnikof Public Notice
Originator: Director of Public Facilities	
Originating Department: Public Facilities	
Date Submitted: 4/20/15	

Full Title/Motion:
Motion: Adopt Resolution 15-04-627.

Administrative Recommendation:
This resolution is recommended by the Port and Harbor Advisory Committee and Director of Public Facilities.

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ Up to \$200,000	\$ 200,000	\$ 0	See attached memo

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives: Objective 4B, page 312	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
<p>Moorage has been suspended at the Letnikof Harbor floats following significant failure of the main pipe float. The Director of Public Facilities recommends emergency repairs to the Letnikof float for an estimated amount not to exceed \$200,000. The Port and Harbor Advisory Committee met 4/22/15 and requested up to \$200,000 in general harbor funds be appropriated for the emergency repairs. Haines Borough Code (HBC) 3.60.180 states, "Whenever, because of any emergency, it is deemed necessary and in the public interest by the manager to enter into any contract without following the applicable competitive bidding procedures required by this title" and the "estimated contract sum involved is greater than \$50,000, the manager shall refer any proposed emergency contract to the assembly for its approval and authorization to waive the competitive bid procedures." Waiving the competitive bid procedures would allow repairs to be completed in time for this summer season. The Borough will solicit multiple quotes for the work and investigate the possibility of a cost-effective replacement for the float.</p>

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

Assembly Action:	
Meeting Date(s): 4/28/15	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute an emergency contract for Letnikof Cove Harbor float repairs or another cost-effective solution for an amount not to exceed \$200,000.

WHEREAS, moorage has been suspended at the Letnikof Harbor floats following significant failure of the main pipe float; and

WHEREAS, the Director of Public Facilities recommends emergency repairs to the Letnikof float for an estimated amount not to exceed \$200,000; and

WHEREAS, the Port and Harbor Advisory Committee met 4/22/15 and requested up to \$200,000 in general harbor funds be appropriated for the emergency repairs; and

WHEREAS, Haines Borough Code (HBC) 3.60.180 states, "Whenever, because of any emergency, it is deemed necessary and in the public interest by the manager to enter into any contract without following the applicable competitive bidding procedures required by this title" and the "estimated contract sum involved is greater than \$50,000, the manager shall refer any proposed emergency contract to the assembly for its approval and authorization to waive the competitive bid procedures"; and

WHEREAS, waiving the competitive bid procedures would allow repairs to be completed in time for this summer season; and

WHEREAS, the Borough will solicit multiple quotes for the work and investigate the possibility of a cost-effective replacement for the float,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to execute an emergency contract for Letnikof Cove Harbor float repairs or another cost-effective solution for an amount not to exceed \$200,000.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this ____ day of _____, 2015.

Janice Hill, Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk



Memo

Public Facilities

Date: April 23, 2015

To: David Sosa, Haines Borough Manager
From: Carlos Jimenez, Director of Public Facilities
Shawn Bell, Interim Harbormaster

Re: Letnikof Emergency Repairs

Moorage has been suspended at the Letnikof Harbor floats following significant failure of the main pipe float, which broke apart in early March due to winter weather and fatigue over many years. The Letnikof float is used by commercial fishermen, sport fishermen, and subsistence fishermen.

Background

While Letnikof Cove was under state ownership, a similar break occurred approximately 15 years ago. Trucano Construction completed repairs that have held. A fracture on the float's opposite side was discovered last year during float relocation that was part of the Port Chilkoot Dock and Letnikof Cove Harbor Renovations project. A \$23,000 emergency repair served as a temporary fix. The fracture re-opened and the float broke apart under heavy stress this winter. The broken section has been temporarily re-secured with cable and chains to the main float.

Problem

The facility is unusable in its current state. The Haines Borough will lose an estimated \$4,500 in moorage revenue over the current season and see increased congestion within the downtown small boat harbor. It is expected that individuals will attempt to moor their vessels to the launch ramp float and the broken pipe float. This would likely cause both congestion issues at the launch ramp, and additional damage to the floats and/or boats.

Option

We recommend duplicating the repair completed by Trucano that has been proven to hold. We believe repairs can be made as early as the June-July time period. Once mobilized, repairs would take approximately one to two weeks to complete. This is a cost-effective solution that solves the immediate problem. The proposed repair will be less than \$200,000 (from general harbor funds).

Justifications for Emergency Repair

This repair is time sensitive. If we engage in the typical design bid build project, it is highly unlikely that the repair to the float will happen this year, or in time to use the facility. If we do not make the necessary repairs by this fall, it is probable that the float will suffer further damage and it could become irreparable. The replacement of the float would likely be in excess of \$2 million.

TO BORO 4/22/18
FROM NORMAN HUGHES
CHAIR HBPHAC

HBPHAC REQUEST

\$200,000 FROM HARBOR

FUND FOR EMERGENCY

REPAIRS TO THE

LETNIKOF COVE DOCK.

PASSED? MOTION HBPHAC

4/22/18

5-0

Public Notice:

Due to significant failure of the Pipe Floats, moorage at the Letnikof Harbor floats is hereby suspended until further notice. Repair options are being evaluated and float reconstruction will occur at the earliest opportunity. Please do not moor your vessel to the launch ramp floats, either. Doing so will prevent others from using this facility and may damage the floats when winds and waves increase. Thank you for your patience in this matter.

If you wish to have a place to moor your vessel, the Small Boat Harbor is located in town and will accommodate your needs.

Thank you,

Harbor Staff
4/9/15



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-564
Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Adopt FY16 Haines Borough Operating Budget	1. Ordinance 15-04-407
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 4/1/15	

Full Title/Motion:
Motion: Introduce Ordinance 15-04-407 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15.

Administrative Recommendation:
The borough manager recommends adoption.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ See proposed budget	\$ See proposed budg	\$ See proposed budget	undetermined

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives: Pages 44-55 and Objective 2B	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

The manager submitted a proposed budget on 4/1/15, and the assembly conducted budget work sessions as a committee of the whole. Per the Charter 9.01(D), the budget must be adopted by 6/15. Two public hearings must be held prior to June 1st.

The FY16 manager's budget is available on the borough website: <http://www.hainesalaska.gov>

Referral:

Referred to: Assembly COW	Referral Date: 3/10/15
Recommendation:	Meeting Date: 4/6,4/14,4/20,4/21

Assembly Action:

Meeting Date(s): 4/28/15	Public Hearing Date(s): Postponed to Date:
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HAINES BOROUGH, ALASKA
ORDINANCE No. 15-04-407

AN ORDINANCE OF THE HAINES BOROUGH, ALASKA, PROVIDING FOR THE ESTABLISHMENT AND ADOPTION OF THE BUDGET OF THE HAINES BOROUGH FOR THE PERIOD JULY 1, 2015 THROUGH JUNE 30, 2016.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

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

Section 2. General Provisions. The following FY16 budget document, listing estimated resources and expenditures is hereby adopted and established as the budget for the period of July 1, 2015 through June 30, 2016 and made a matter of record for that purpose. Except in the case of appropriations for capital improvements, all unexpended balances not otherwise encumbered or disposed of in this ordinance as of June 30, 2016, shall lapse to those appropriate funds.

Section 3. Authorization and Appropriation. The expenditures set forth herein are authorized and appropriations as provided for are hereby made.

01 AREAWIDE GENERAL FUND

REVENUES

Property Tax	\$ 1,700,000
Sales Tax	596,000
State Revenue	792,685
Federal Revenue	390,000
Interest Earnings	95,000
User Fees	60,000
License, Permits, & Fees	43,500
Penalty & Interest	53,000
Rents	63,365
TOTAL AREAWIDE REVENUES	<u>\$ 3,793,550</u>

EXPENDITURES

Administration	462,122
Borough Assembly	106,758
Elections	5,477
Finance	412,891
Assessment/Land Management	281,641
Information Technology	81,195
Dispatch	369,951
Public Facilities	275,260
Solid & Hazardous Waste	23,450
Chilkat Center for the Arts	96,330
Road Maintenance Service Areas	26,000
Haines Borough School District	1,739,500

Haines Borough
Ordinance No. 15-04-407
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Library	406,000
Museum	199,653
Parks	42,344
Community Youth Development	26,796
Swimming Pool	225,479
Transfers	(194,934)
Allocated Expense	<u>(720,090)</u>
TOTAL EXPENDITURES & TRANSFERS	<u>3,865,822</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (72,272)</u>

02 TOWNSITE SERVICE AREA

REVENUES	
Property Tax Revenue	\$ 403,000
Sales Tax	702,000
State Revenue	208,246
Miscellaneous Revenues	<u>6,000</u>
	<u>1,319,246</u>
EXPENDITURES	
Police	492,578
Public Works	557,131
Animal Control	16,256
Transfers	(33,216)
Allocated Expense	<u>367,267</u>
TOTAL EXPENDITURES & TRANSFERS	<u>1,400,016</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (80,770)</u>

17 LAND DEVELOPMENT & SALES

REVENUES	<u>\$ 20,000</u>
EXPENDITURES	
Direct Expenditures	1,900
Operating Transfers	7,022
Allocated Expense	<u>11,078</u>
TOTAL EXPENDITURES & TRANSFERS	<u>20,000</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ -</u>

20 MEDICAL SERVICE AREA

REVENUES	<u>\$ 252,000</u>
EXPENDITURES	
H.E.L.P. Committee	10,000
Other Medical Services	28,750
Ambulance	44,285
Operating Transfers	5,000
Allocated Expense	<u>168,471</u>
TOTAL EXPENDITURES & TRANSFERS	<u>256,506</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u><u>\$ (4,506)</u></u>

21 TITLE III FOREST RECEIPTS

REVENUES	\$ 272,264
EXPENDITURES	<u>\$ 272,264</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u><u>\$ 0</u></u>

23 ECONOMIC DEVELOPMENT & TOURISM PROMOTION

REVENUES	<u>\$ 503,000</u>
EXPENDITURES	
Tourism	341,227
Economic Development	160,783
Allocated Expense	<u>25,342</u>
TOTAL EXPENDITURES & TRANSFERS	<u>527,352</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u><u>\$ (24,352)</u></u>

25 FIRE SERVICE AREAS

REVENUES	
Fire District #1	\$ 191,000
Fire District #2	<u>31,908</u>
TOTAL REVENUES	<u>222,908</u>

EXPENDITURES

Fire District #1	214,745
Fire District #2	28,418
Allocated Expense	<u>(15,470)</u>
TOTAL EXPENDITURES & TRANSFERS	<u>227,693</u>

CONTRIBUTION TO (FROM) FUND BALANCE \$ (4,785)

34 COMMERCIAL PASSENGER VESSEL TAX

REVENUES \$ 190,000

EXPENDITURES

Direct Expenditures	100,725
Operating Transfers	<u>87,016</u>
TOTAL EXPENDITURES & TRANSFERS	187,741

CONTRIBUTION TO (FROM) FUND BALANCE \$ 2,259

50 CAPITAL IMPROVEMENT PROJECTS

REVENUES \$ 755,000

EXPENDITURES

Direct Expenditures	845,700
Operating Transfers	77,500
Allocated Expense	<u>47,938</u>
TOTAL EXPENDITURES & TRANSFERS	<u>971,138</u>

CONTRIBUTION TO (FROM) FUND BALANCE \$ (216,138)

61 EQUIPMENT SINKING FUND

TRANSFERS (181,966)

CONTRIBUTION TO (FROM) FUND BALANCE \$ 181,966

75 LIBRARY BOND FUND

REVENUES	<u>\$ 14,100</u>
EXPENDITURES	<u>14,148</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (48)</u>

76 SCHOOL G.O. BOND FUND

REVENUES	<u>\$ 1,364,063</u>
EXPENDITURES	<u>1,364,063</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ 0</u>

90 WATER REVENUE FUND

REVENUES	<u>\$ 374,750</u>
EXPENDITURES	
Direct Expenditures	369,241
Transfers	(6,000)
Allocated Expense	(1,564)
Depreciation Expense	<u>259,000</u>
TOTAL EXPENDITURES	<u>620,677</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (245,927)</u>

91 SEWER REVENUE FUND (WASTEWATER TREATMENT)

REVENUES	<u>\$ 432,950</u>
EXPENDITURES	
Direct Expenditures	358,807
Allocated Expense	62,436
Depreciation Expense	<u>239,000</u>
TOTAL EXPENDITURES	<u>660,243</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (227,293)</u>

92 BOAT HARBOR FUND

REVENUES	\$ 437,799
EXPENDITURES	
Direct Expenditures	580,484
Transfers	(34,400)
Allocated Expense	(100,962)
Depreciation Expense	292,230
TOTAL EXPENDITURES	737,352
CONTRIBUTION TO (FROM) FUND BALANCE	\$ (299,553)

93 LUTAK DOCK FUND

REVENUES	\$ 320,000
EXPENDITURES	
Allocated Expense	41,160
Depreciation Expense	96,727
Depreciation Expense	165,000
TOTAL EXPENDITURES	302,887
CONTRIBUTION TO (FROM) FUND BALANCE	\$ 17,113

94 PORT CHILKOOT DOCK FUND

REVENUES	\$ 74,500
EXPENDITURES	
Direct Expenditures	990
Allocated Expense	58,825
Depreciation Expense	391,310
TOTAL EXPENDITURES	451,125
CONTRIBUTION TO (FROM) FUND BALANCE	\$ (376,625)

97 PERMANENT FUND

REVENUES	\$ 344,000
EXPENDITURES	
Direct Expenditures	23,500
Operating Transfers	273,978
TOTAL EXPENDITURES & TRANSFERS	297,478
CONTRIBUTION TO (FROM) FUND BALANCE	\$ 46,522

Haines Borough
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Section 4. Rates of Levy. The following are rates of levy on taxable property within the Haines Borough for the Calendar Year beginning January 1, 2015, based upon the proposed Year FY16 beginning July 1, 2015.

	<u>Borough Areawide</u>	<u>Fire Service Area</u>	<u>Road / Other Service Area</u>	<u>Debt Service Mills</u>	<u>FY16 Total Levy</u>
Townsite	5.79	0.87	2.35	1.46	10.47
Fire District #1 (outside TSA)	5.79	0.87	-	1.46	8.12
Fire District #3	5.79	0.90	-	1.46	8.15
Dalton Trail RMSA	5.79	0.90	0.61	1.46	8.76
Dalton Trail RMSA (no fire service)	5.79	-	0.61	1.46	7.86
Dalton Trail & Eagle Vista RMSA	5.79	0.90	2.82	1.46	10.97
Dalton Trail & Chilkat Lake RMSA	5.79	-	0.84	1.46	8.09
Riverview RMSA	5.79	0.90	0.91	1.46	9.06
Letnikof RMSA	5.79	0.87	1.19	1.46	9.31
Borough	5.79	-	-	1.46	7.25

Section 5. Effective Date. This ordinance becomes effective July 1, 2015.

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: 04/28/15
Date of First Public Hearing: ___/___/___
Date of Second Public Hearing: ___/___/___



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-563
Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: FY15 Budget Amendment Ordinance #3	1. Ordinance 15-04-408 - DRAFT
Originator: Finance Director	
Originating Department: Finance	
Date Submitted: 4/22/15	

Full Title/Motion:
Motion: Introduce Ordinance 15-04-408 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15.

Administrative Recommendation:
The borough manager recommends these budget amendments.

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:
<p>This provides for the addition or amendment of the FY15 budget. Proposed amendments: 1) eliminate budgeted e911 revenue because the surcharge will not take effect in FY15, 2) recognize Secure Rural Schools revenue, 3) adjust budgeted PILT to reflect actual payment, 4) reflect anticipated increased state revenue due to reduced PERS liability, 5) appropriate water fund fees to purchase property to enable upgrades to the Piedad Springs water source, 6) recognize proceeds from the sale of land to the brewery, 7) reappropriate funds for the Winter Tourism Study from FY14 to FY15, 8) appropriate loan proceeds from the state to the Allen Road waterline replacement project, and 9) modify some 2011-2015 CIP appropriations.</p> <p>See the ordinance for more detail.</p>

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

Assembly Action:	
Meeting Date(s): 4/28/15	Public Hearing Date(s): 1/13, 2/24/15
	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:

(1) To eliminate projected e911 revenue. The surcharge will not be in place in FY15				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
01-01-09-4366	State Revenue –e911 surcharge	\$27,245	\$0	(\$27,245)

(2) To recognize federal secure rural schools revenue which is currently estimated to be approximately \$120,000:				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
01-12-00-4534	Federal Revenue – Secure Schools	\$0	\$120,000	\$120,000

(3) To adjust down the FY15 budget for federal Payment In Lieu of Taxes to reflect actual received.				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
01-01-09-4532	Federal Revenue – PILT	\$360,000	\$344,205	(\$15,795)

(4) During the 2014 legislative session, Senate Bill 119 passed providing “on-behalf” funding for Public Employees Retirement System (PERS) employers for the FY15 fiscal year. Through on-behalf funding the State of Alaska provides funding which reduces the PERS rate paid by employers from the actuarially determined rate of 44.03% of gross wages (in FY15) to the “effective rate” of 22%. For FY15 the state contributed an additional sum to further reduce the unfunded liability. This Haines Borough budget amendment reflects the anticipated revenue received from the State of Alaska in the form of reduced PERS payments.				
		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
01-01-09-4341	State Revenue – Other	\$0	\$932,000	\$932,000
01-01-10-6116	PERS on-behalf – Pd by State	\$0	(\$932,000)	(\$932,000)
			Total	\$0

(5) To appropriate \$40,000 of water fund user fees to purchase Lot 1A, Meacock Subdivision for use in the Piedad Springs Water Source Upgrades Project.

		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
90-00-00-1610	Land	\$0	\$40,000	(\$40,000)

(6) To recognize proceeds from the sale of Lot8B Primary School Subdivision, to appropriate \$6,690 for work orders for required improvements, and to budget a transfer to the permanent fund for the net proceeds of the sale.

		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
17-01-00-4615	Contract Principal	\$25,000	\$111,600	\$86,600
17-01-00-7901	Work Orders – Public Works	\$0	\$6,690	(\$6,690)
17-98-00-8252	Transfer fr Lands OUT to PF	\$8,081	\$87,991	(\$79,910)
97-98-00-8252	Transfer fr Lands IN to PF	(\$8,081)	(\$87,991)	\$79,910
Net proceeds from the sale of Lot 1A, Meacock Subdivision				\$79,910

(7) To appropriate \$29,000 of Economic Development and Tourism Promotion sales tax funds for a Winter Tourism study. This project was appropriated in FY14 but that appropriation lapsed on 06/30/2014 and the study did not take place until this fiscal year.

		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
23-02-00-7312	Professional Services (Tourism)	\$55,450	\$84,450	(\$29,000)

(8) To budget for loan proceeds from #ADWF395191 from the Alaska Drinking Water Loan Fund and to appropriate those funds for the Allen Road Waterline Replacement Project. \$311,587 is offered to the Borough as a subsidy. The remainder of \$188,413 will be repaid over 20 years a 1.5% interest.

		Current FY15 Budget	Proposed FY15 Budget	Fund Balance Increase / (Decrease)*
90-50-00-4341	Loan Proceeds (ADWF)	\$0	\$500,000	\$500,000
90-50-00-7850	Improvements	\$0	\$500,000	(\$500,000)

(9) To modify appropriations made from the Capital Improvement Project Fund between FY11 and FY15. This amendment eliminates appropriations and reduces or (increases) appropriations for projects which are at or near completion. Funds made available are re-appropriated for the Wastewater Treatment Plant (\$31,000) and Road Improvements (\$6,919).

<u>Source</u>	<u>Project</u>	<u>Appropriation</u>	<u>Expended</u>	<u>Amount to Delete from / (Add) to Budget</u>
FY11CIP	Jail Upgrades	10,000	0	10,000
FY12CIP	Admin Records Mgmt Scanning System	23,200	23,227	(27)
FY12CIP	Police Security System Public Safety Bldg	35,000	21,122	10,000
FY13CIP	Public Facilities / Harbor Snow Blowers (3)	8,000	6,175	1,825
FY13CIP	Klehini Valley Fire Dept Roof Replacement	50,000	50,058	(58)
FY13CIP	Gravel Pit Development	7,000	0	7,000

ORDINANCE # 15-04-408

FY14CIP	Library Mechanical Controls	60,000	59,516	484
FY14CIP	D-1 for Beach Road	26,500	26,099	401
FY14CIP	Sewer Submersible Pump	9,500	8,823	677
FY14CIP	Pool Light replacement	35,000	31,648	3,352
FY15CIP	Parks 20 Ft Steel Container	4,000	0	4,000
FY15CIP	Parks Landscaping Additions	5,000	4,937	63
FY15CIP	LED Streetlights	17,500	17,298	202
New Appropriation - Wastewater Treatment Plant Upgrades				(31,000)
New Appropriation – Road Improvements				(6,919)
Net Change to Capital Improvement Project Fund				0

* 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: 04/28/15
Date of First Public Hearing: ___/___/___
Date of Second Public Hearing: ___/___/___



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 15-566
Assembly Meeting Date: 4/28/15

Business Item Description:	Attachments:
Subject: Provide for lot line adjustment exceptions for nonconforming lots with planning commission approval	1. Ordinance 15-04-409 2. Planning Commission Recommendation
Originator: Planning & Zoning Technician	
Originating Department: Lands/Planning & Zoning	
Date Submitted: 4/20/15	

Full Title/Motion:
Motion: Introduce Ordinance 15-04-409 and set a first public hearing for 5/12/15 and a second public hearing for 5/26/15.

Administrative Recommendation:
This is recommended by borough staff.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$0	\$0	\$0	n/a

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

The downtown area was originally platted in 1917 and the minimum lot size of 10,000 square feet was established in the 1970s. Very few lots within the downtown area comply with this requirement. A lot line adjustment that results in creating nonconforming lots is prohibited by the existing code. The code does not allow downtown property owners to make any lot line adjustments on their properties. The planning commission worked on a code amendment and has prepared a recommendation for the assembly. The commission would like to provide some flexibility by allowing exceptions with planning commission approval.

Referral:

Referred to:	Referral Date:
Recommendation:	Meeting Date:

Assembly Action:

Meeting Date(s): 4/28/15	Public Hearing Date(s):
	Postponed to Date:

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 Section 18.100.025 to allow with planning commission approval lot line adjustments and lot consolidations resulting in lot(s) non-conforming in size.

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 Section 18.100.025. Section 18.100.025 of the Haines Borough Code is hereby amended as follows:

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

HBC 18.100.020 Platting of subdivision, lot line adjustment and lot consolidation required.

Any division of land within the borough which results in a subdivision, or any shifting or eliminating of property lines resulting in a lot line adjustment or lot consolidation shall be surveyed and a plat thereof approved and recorded, pursuant to the provisions of this chapter, HBC 18.60.010 through 18.60.020, and AS 29.40 and 40.15, as amended from time to time.

A. Subdivision Defined. "Subdivision" means a division of a tract or parcel of land into two or more lots, sites, or other divisions and includes re-subdivisions and, when appropriate to the context, relates to the process of subdividing or to the land or areas subdivided.

B. Lot Line Adjustment Defined. "Lot line adjustment" is defined as the shifting of a property line that does not result in:

1. The creation of additional lots.
2. The creation of new nonconforming lots, including:
 - a. A lot of less than 65 feet of width.
 - b. A lot of less than the minimum size applicable to the zoning district.
 - c. A lot where development or utility becomes located within the setback as a result of the lot line adjustment.
3. The increase of nonconformity of an existing nonconforming lot.
4. The newly adjusted lot exceeding 200 percent of the area of the original lot, with the exception of lots less than the minimum lot size, in which case the newly adjusted lot shall not exceed 150 percent of the minimum lot size specified for the zone.

C. Lot Consolidation Defined. "Lot consolidation," also referred to as "lot line vacation," is the elimination of a lot line or lines that divide multiple lots and results in the consolidation of multiple lots into fewer lots or one lot.

1. The result shall not impair adequate access, access easements or rights-of-way to existing lots.

2. The result shall not create a nonconforming lot or increase the nonconformity of an existing nonconforming lot.

HBC 18.100.025 Exceptions.

A. The provisions of this chapter shall not apply to transfers of interest in land pursuant to court order.

B. The manager shall have the authority to waive the surveying requirement for a lot consolidation if it is determined that the surveyor can prepare plat documents from accurate and current data for the properties being consolidated.

C. HBC 18.100.020(B) and (C) do not apply to lot line adjustments and lot consolidations between two or more nonconforming lots, as long as no additional nonconforming lots are created, and the proposed lots as adjusted will comply with other requirements, including but not limited to setbacks and parking as prescribed by the applicable use zone. All lot line adjustments involving nonconforming lots shall be reviewed and approved by the planning commission.

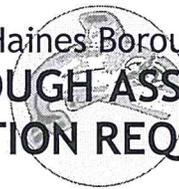
ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ____ DAY OF _____, 2015.

Janice Hill, Mayor

ATTEST:

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 04/28/15
Date of First Public Hearing: ___/___/___
Date of Second Public Hearing: ___/___/___



Haines Borough
**BOROUGH ASSEMBLY
ACTION REQUEST**

DATE: April 16, 2015

TO: Haines Borough Assembly

FROM: Haines Borough Planning Commission

Re: Lot Line Adjustments and Lot Consolidations in HBC 18.100.025

PLANNING COMMISSION ACTION:

Venables moved to “recommend the Assembly adopt the draft ordinance with adding an exception to HBC 18.100.025 and amending to add that all lot line adjustments for nonconforming lots shall be reviewed by the planning commission for approval”. **Turner** seconded it. The motion carried unanimously.

RATIONALE:

In the past several months, two property owners within the downtown historic area proposed to adjust property lines for future development. However, a lot line adjustment will result in creating nonconforming lots, which is not allowed by the current code. Staff believes that if the existing lots do not meet minimum lot size requirements and there is no way to adjust the lot lines so that the resulting lots become conforming as to size, a lot line adjustment may be allowed as long as the resulting parcels are compatible with, and do not obstruct, the objectives and policies of zoning and the applicable plans. The topic was discussed at the March 12, 2015 meeting.

During the discussion, the commissioners concur with staff and believe the code needs to be amended. Chairman Goldberg said the downtown area was originally platted in 1917 and the minimum lot size of 10,000 square feet was established in the 1970s. Almost none of the lots within the downtown area comply with this requirement. A lot line adjustment that results in creating nonconforming lots is prohibited by the existing code. The code does not allow downtown property owners to make any lot line adjustments on their properties. Staff drafted an ordinance based on the comments from the commission, and presented it to the commission at the April 16, 2015 meeting.

The proposed ordinance amends HBC 18.100.025 to add an exception that allows lot line adjustments involving nonconforming lots upon commission approval. The key issue is that to approve a lot line adjustment for nonconforming lots, the commission must find that the resulting lots conform to zoning and with the applicable plan. The commission

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

Draft

**AN ORDINANCE OF THE HAINES BOROUGH AMENDING HAINES BOROUGH CODE
TITLE 18 SECTION 18.100.025 TO ALLOW LOT LINE ADJUSTMENTS AND LOT
CONSOLIDATIONS RESULTING IN LOT(S) NON-CONFORMING AS TO SIZE**

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 Title 18 Section 18.100.025 to allow lot line adjustments and lot consolidations resulting in lot(s) non-conforming as to size.

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

HBC 18.100.020 Platting of subdivision, lot line adjustment and lot consolidation required.

Any division of land within the borough which results in a subdivision, or any shifting or eliminating of property lines resulting in a lot line adjustment or lot consolidation shall be surveyed and a plat thereof approved and recorded, pursuant to the provisions of this chapter, HBC 18.60.010 through 18.60.020, and AS 29.40 and 40.15, as amended from time to time.

A. Subdivision Defined. "Subdivision" means a division of a tract or parcel of land into two or more lots, sites, or other divisions and includes re-subdivisions and, when appropriate to the context, relates to the process of subdividing or to the land or areas subdivided.

B. Lot Line Adjustment Defined. "Lot line adjustment" is defined as the shifting of a property line that does not result in:

1. The creation of additional lots.
2. The creation of new nonconforming lots, including:
 - a. A lot of less than 65 feet of width.
 - b. A lot of less than the minimum size applicable to the zoning district.

c. A lot where development or utility becomes located within the setback as a result of the lot line adjustment.

3. The increase of nonconformity of an existing nonconforming lot.

4. The newly adjusted lot exceeding 200 percent of the area of the original lot, with the exception of lots less than the minimum lot size, in which case the newly adjusted lot shall not exceed 150 percent of the minimum lot size specified for the zone.

C. Lot Consolidation Defined. "Lot consolidation," also referred to as "lot line vacation," is the elimination of a lot line or lines that divide multiple lots and results in the consolidation of multiple lots into fewer lots or one lot.

1. The result shall not impair adequate access, access easements or rights-of-way to existing lots.

2. The result shall not create a nonconforming lot or increase the nonconformity of an existing nonconforming lot. (Ord. 09-03-201 § 4; Ord. 06-07-148)

HBC 18.100.025 Exceptions.

A. The provisions of this chapter shall not apply to transfers of interest in land pursuant to court order.

B. The manager shall have the authority to waive the surveying requirement for a lot consolidation if it is determined that the surveyor can prepare plat documents from accurate and current data for the properties being consolidated. (Ord. 09-03-201 § 4)

C. HBC 18.100.020(B) and (C) do not apply to lot line adjustments and lot consolidations between two or more nonconforming lots, as long as no additional nonconforming lots are created, and the proposed lots as adjusted will comply with other requirements, including but not limited to setbacks and parking as prescribed by the applicable use zone. All lot line adjustments for nonconforming lots shall be reviewed by the planning commission for approval.

Mayoral Appointment 4/28/15

Parks & Recreation Advisory Committee

Tresham Gregg – term expires 11/2017

This is a seven-member committee that currently has only three members. Therefore, they have been unable to establish a quorum to conduct business. Since they are unable to meet to make an appointment recommendation, the mayor intends to make this appointment without that step to enable this committee to function. She seeks assembly confirmation. (Note: the three committee members were provided an informal opportunity to comment; none were received.)

This appointment would leave 3 vacancies.

Other Remaining Board Vacancies:

Museum Board of Trustees – 1 seat

Ad hoc Downtown Revitalization Committee – 2 seats
(seats designated for downtown business owners)

Riverview Drive RMSA Board – 2 seats

Note: Persons interested in being considered for appointment to one of the vacancies may submit either a letter of interest or the appointment application form available on the Borough's website or from the Borough Clerk. Resumes or a detailed description of qualifications are strongly encouraged. Applications will be accepted until appointments are made. Submit applications directly to the Borough Clerk's Office.

Parks and Recreation Board Qualifications - Tresham Gregg

Long time Haines resident growing up here and graduating from Haines High School

Original member of Chilkat Dancers, learning, as a youth, multiple skills of artistic production, native art and performance.

Studied architecture including landscape architecture and city planning at Stanford University graduating with a BA in Pre-Architecture.

Long time business owner and artist, currently operating art galleries in both Haines and Fort Seward.

Mentor of numerous young people as arts apprentices instructing in woodcarving, silver jewelry making, painting, acting and dance theater.

Long time member of Lynn Canal Community Players, producing, writing, directing, doing sets and costuming for numerous Chilkat Center productions. Currently chair of Chilkat Center Foundation and member of Chilkat Center Advisory Committee.

Current Arts Confluence advisor and recipient of sculpture commission for barracks site sculpture garden.



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

11C2
Department of Commerce, Community,
and Economic Development

ALCOHOLIC BEVERAGE CONTROL BOARD

Sarah Daulton Oates
2400 Viking Drive
Anchorage, AK 99501
Direct: 907.269.0356
Fax: 907.334.2285

April 15, 2015

Haines Borough
Attn: Julie Cozzi, MMC, Borough Clerk
VIA Email: jcozzi@haines.ak.us

Re: Notice of Liquor License Renewal Applications

Dear Ms. Cozzi,

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

Lic. #	Doing Business As	License Type	Licensee	Premises Address
4890	Captain's Choice Motel	Beverage Dispensary – Tourism	Captain's Choice, Inc.	108 2 nd Avenue North

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

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

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

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

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

If you have any questions or concerns or require additional information, please feel free to contact me directly.

Sincerely,



Sarah Daulton Oates

Records & Licensing Supervisor

sarah.oates@alaska.gov

(907)269-0356



April 23, 2015

RE: Harbormaster Recommendation

Mayor Hill and Assembly Members,

On 15 and 16 April a hiring committee comprised of two Port & Harbor Advisory Committee members, Mr. Jimenez, and I met and interviewed three applicants for the position of Harbormaster. After a full review the committee nominated Mr. Shawn Bell, our current Interim Harbormaster, as the preferred candidate for hire.

Mr. Bell has worked for the Borough for one year and has served as Interim Harbormaster since 1 March, 2015. The committee was impressed with Mr. Bell's past business experience, his excellent work ethic, knowledge of construction and contracting, knowledge of the community, and demonstrated skills at customer service. Additionally, my own observation of Mr. Bell has demonstrated to me that he is a quick study and a focused individual with an exceptionally sound moral and ethical base. Mr. Bell only has one year experience working in a port and harbor setting and will need to develop his knowledge. To this end he has made a commitment to pursue professional development to include completion of the University of Alaska Southeast Career Training for Ports and Marinas.

I am confident that Mr. Bell will serve our community well as Harbormaster and urge that the Assembly approve him hire for this Department Head position.

Respectfully,

D.B. Sosa

David B. Sosa
Borough Manager
Haines, Alaska



April 23, 2015

RE: Interim Director of Facilities and Public Works Recommendation

Mayor Hill and Assembly Members,

On 15 and 16 April a hiring committee reviewed applications and selected Mr. Brian Lemcke as the preferred candidate for hire.

Mr. Lemcke previously worked for the Borough as Interim Director and then Director in this same position and was the immediate predecessor to the incumbent. Mr. Lemcke's knowledge of the position, his familiarity with the facilities, and his understanding of the community make him an ideal choice to lead the department and provide stability while a search for a permanent director is undertaken.

I am confident that Mr. Lemcke will serve our community well as Interim Director and urge that the Assembly approve him hire for this Department Head position.

Respectfully,

D.B. Sosa

David B. Sosa
Borough Manager
Haines, Alaska

From: Thom Ely [mailto:akthome@yahoo.com]
Sent: Friday, April 10, 2015 11:32 AM
To: Julie Cozzi
Cc: David Sosa; Lynn Canal Conservation; Chilkat Valley News; KHNS News Margaret Friedenauer
Subject: Re: Matchstick Productions GPS requirements

Dear Haines Borough,

I disagree with this interpretation of code and policy. According to Ordinance 10-10-243 and 12-10-306 there is no differentiation between the requirements for commercial ski permit holders. In the Matchstick Productions permit they are held to most of the permit requirements for all operators. Why not the administrative policy regarding GPS reporting?

Ski production, event or tour, it is all the same, it is a tour and is therefore subject to the same reporting requirements. Anyone that conducts commercial ski tour business, whether it is a filming project, ski event or guiding clients, needs to be under the same regulations. This is fair to the local permit holders and the out of town companies applying for a temporary permit. It is the Borough's job to insure that all permit holders are operating within the approved map area.

The administrative policy on GPS reporting states that five spot checks per permit holder will be conducted each season. I do not see any spot checks having been conducted for the 2015 season on the Borough website? If they have been conducted please post the results. Following code and policy is in everyone's best interest.

As requested by the public in the past, the Borough should update the method of insuring compliance by purchasing flight following software that would automatically flag out of bound violations. Compared to the \$50,000 that the Borough will spend on a residential helicopter noise study this is a minor investment.

Sincerely,
Thom Ely
POB 1014
Haines, AK 99827

From: Julie Cozzi <jcozzi@haines.ak.us>
To: Thom Ely <akthome@yahoo.com>
Cc: David Sosa <dsosa@haines.ak.us>
Sent: Wednesday, March 25, 2015 2:25 PM
Subject: RE: Matchstick Productions GPS requirements

The GPS administrative policy as approved by the assembly is applicable only to those who operate commercial ski tours....who have a *commercial ski tour* permit. Matchstick Productions has a *commercial ski production* permit. It is not the same thing.

MSP is still required to collect GPS data, as code requires and their permit states.

From: Thom Ely [<mailto:akthome@yahoo.com>]
Sent: Monday, March 23, 2015 4:52 AM
To: Julie Cozzi
Cc: David Sosa
Subject: Matchstick Productions GPS requirements

Hi Julie,

Did Matchstick Productions receive this GPS data collection policy with their permit? I only saw general GPS language in the permit. Thanks for checking.



Haines Borough
Administrative Policy

Heliskiing GPS Data Collection, Submission, and Compliance

Applicable to: *Heliskiing companies permitted to operate commercial ski tours within the Haines Borough*

Approved by Borough Assembly: *October 22, 2013*

Effective Date: *October 22, 2013*

Note: This replaces the previous policy approved September 11, 2012

GPS DATA

A. TYPE OF GPS.

GPS units will be part of the helicopter, operating with flight following or tracking software and be submitted directly through the helicopter operator (e.g. Temsco, Coastal Helicopter).

The term "part of the helicopter" means: installed into the helicopter, using power from the helicopter, and managed by the pilot.

B. FORMAT FOR GPS DATA SUBMISSION.

When GPS data is requested by the Haines Borough, the heliskiing flight data will be submitted in an Excel spreadsheet formatted in tables, each column having only one data field. Latitude and longitude will be submitted in decimal degrees. Flight GPS data points will be taken in two-minute intervals.

C. DATA

GPS data will include latitude, longitude, altitude, airspeed, date, and time.

D. The Haines Borough shall make available digital versions of the current Haines Borough Heliski Map boundaries.

COMPLIANCE

E. GPS SPOT CHECKS

To insure compliance with the approved *Haines Borough Approved Commercial Ski Tour Areas Map*, the Borough Administration will perform a minimum of five (5) GPS spot checks, per company, per season. Results will be posted on the borough's website.

F. INFRACTIONS

Heliskiing operators found to be operating out of bounds without acceptable explanation will be fined up to \$1000 per infraction. Repeat infractions may constitute a doubling of fine amount.

G. COMPLAINTS

Complaints may trigger a GPS check of both the day before and day after. If unjustified infractions are found, penalties will be enforced.

H. OPERATIONS OUT OF BOUNDS

"It is the policy of the Haines Borough to have low tolerance for operating out of bounds. If a heliskiing company is forced to operate out of bounds for any reason, they are required to alert the Borough Administration in writing within 7 days. Correspondence should include date and time, location, pilot name, and explanation.


Julie Cozzi
Interim Borough Manager

Signature Date 2/19/2014