# Haines Borough Borough Assembly Meeting #321 AGENDA

August 23, 2016 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg

**Jan Hill**, Mayor

Margaret Friedenauer, Assembly Member

**Diana Lapham**, Assembly Member

Mike Case Assembly Member

Tresham Gregg, Assembly Member

George Campbell, Assembly Member

Ron Jackson, Assembly Member

**Bill Seward** 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 <u>asterisk</u> (\*) 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

9A - Accept Planning Commission Minutes and Meeting Summary

11B1 - Introduce Ordinance 16-08-442 and Set Public Hearings

12A - Correspondence, Harbor

12B – Correspondence, HAC Report

\*4. APPROVAL OF MINUTES - 8/9/16 Regular

5. PUBLIC COMMENTS - Sign-up is NOT required

[This is for any topics <u>not</u> scheduled for public hearing.]

Note: during this section of the agenda, the assembly will listen and take notes. No official action will be taken at this time. Instead, comments and requests may be referred for further consideration to the administration, a committee, or a future assembly agenda.

# 6. MAYOR'S COMMENTS/REPORT

- A. Special Award
- **B.** State Forestry Management

The State Forestry Director Chris Maisch will make a brief presentation to the borough assembly regarding planned management changes to be implemented concerning the Haines State Forest.

# 7. PUBLIC HEARINGS

A. Ordinance 16-07-440 - Second Hearing

An Ordinance of the Haines Borough, providing for the addition or amendment of specific line items to the FY17 budget.

This ordinance is recommended by borough manager and finance committee. It was introduced on 7/26/16 and had a first hearing was on 8/9. Motion: Adopt Ordinance 16-07-440.

B. Ordinance 16-08-441 - First Hearing

An Ordinance of the Haines Borough amending Haines Borough Code Sub-section 5.18.080(I) to revise the process for nontemporary amendments to the Borough's Commercial Ski Tour Areas map.

This ordinance is recommended by the tourism advisory board and was introduced on 8/9/16. The assembly already scheduled the second hearing for 9/13/16. No motion is needed now unless the second hearing date needs to change or some other action is desired such as amendments.

# 8. STAFF/FACILITY REPORTS

- A. Borough Manager 8/23/16 Report
- B. Chief of Police Report

# 9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

- \*A. Planning Commission Minutes of 7/7/16 & Summary of 8/11/16 Meeting
  - B. Assembly Board Liaison Reports
- C. Assembly Standing Committee Reports

Haines Borough, Alaska Agenda: August 23, 2016

# 10. UNFINISHED BUSINESS

# A. Resolution 16-06-681 – Discussion Only

A Resolution of the Haines Borough Assembly authorizing the borough manager to convene a heliski map committee to consider proposed amendments according to HBC 5.18.080(I).

On 6/28/16, following a public hearing, it became very apparent the existing heli map amendment timeline was unworkable, and the assembly passed the following motion: "Postpone Resolution 16-06-681 until staff brings an ordinance to correct the code," and the motion carried unanimously.

Ordinance 16-08-441 is currently having public hearings before the assembly and, if adopted, will provide for a workable timeline for the future. However, the ordinance will also provide the assembly an ability to adopt a resolution allowing a map review outside of the normal timeline (provided it does not stray from the three-year map review cycle policy).

Staff intends to bring forward a substitute resolution on 9/13/16 for assembly consideration that would allow the map amendment proposals received by May 31<sup>st</sup> to still be considered during 2016. It would set a temporary timeline to deal with these timely proposals. The proposers are still interested in having their requests considered even if decisions are not made until December. Note: Both SEABA and Alaska Heliskiing submitted map amendment requests by May 31. They have been included in this meeting packet for information purposes.

# 11. NEW BUSINESS

### A. Resolutions

# 1. Resolution 16-08-687

A Resolution of the Haines Borough Assembly requesting the Alaska Department of Natural Resources' Division of Forestry to maintain an office and local staff in Haines to manage the Haines State Forest.

This resolution was requested by the borough manager in response to an 8/17/16 Commerce Committee recommendation. A previous resolution was adopted by the assembly in March 2015 regarding local management of the Haines State Forest. Motion: Adopt Resolution 16-08-687.

### B. Ordinances for Introduction

## \*1. Ordinance 16-08-442

An Ordinance of the Haines Borough amending Haines Borough Code Title 2 to add feedback instructions for the public comments portion of the order of business for borough assembly meetings.

This ordinance is in response to an 8/9/16 assembly discussion about responding to public comments during assembly meetings. <u>Motion</u>: Introduce Ordinance 16-08-442 and set a first public hearing for 9/13/16 and a second public hearing for 9/27/16.

# C. Other New Business

## 1. Workplace Violence Policy

Local 71 bargaining unit reviewed the policy and concurs.

# 2. Budgeted Assembly Appropriations

In the FY17 budget, there is \$32,500 for assembly appropriations. In the manager's budget transmittal letter, those funds were identified as being intended for the "community chest," however the adopted budget does not specify that. Assembly Member Friedenauer would like the assembly to clarify the purpose for the funds by passing a motion. She suggests the following Motion: Identify the \$32,500 assembly appropriations as being for grants to community non-profit organizations, advertise for applications for those grants, and establish an ad hoc committee to evaluate the grant requests.

# 12. CORRESPONDENCE/REQUESTS

- \*A. Request for Redesign of Harbor Parking T.Jacobson
- \*B. Annual Report 2016 Haines Avalanche Center

# 13. SET MEETING DATES

- A. Schedule ACMP Investment Presentation
- 14. PUBLIC COMMENTS
- 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS
- 16. ADJOURNMENT

Haines Borough, Alaska Agenda: August 23, 2016

# Haines Borough Borough Assembly Meeting #320 August 9, 2016 MINUTES Draft

1. <u>CALL TO ORDER/PLEDGE TO THE FLAG</u>: 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**, Ron **JACKSON**, Tresham **GREGG**, Mike **CASE**, Margaret **FRIEDENAUER** and George **CAMPBELL** (via telephone).

**Staff Present:** Bill **SEWARD**/Borough Manager, Julie **COZZI**/Borough Clerk, Brad **RYAN**/Director of Public Facilities, Jila **STUART**/Finance Director, Leslie **ROSS**/Tourism Director, Josh **DRYDEN**/Police Sergeant, Patty **BROWN**/Library Director, Heath **SCOTT**/Chief of Police, and Helen **ALTEN**/Museum Director.

Visitors Present: Karen GARCIA/CVN, Jillian ROGERS/KHNS, Debra SCHNABEL, Paul NELSON, Carol TUYNMAN, Bill MCCORD, Tim HUBER, Thom ELY, Don TURNER Jr., Sean GAFFNEY, Gerard and Jean BALLANCO, Mike DENKER, John CARLSON, Kelleen ADAMS, and others.

### 3. APPROVAL OF AGENDA & CONSENT AGENDA

The following Items were on the published consent agenda indicated by an asterisk (\*):

4 – Approve Assembly Meeting Minutes

9A - Accept TAB Minutes

9B - Accept Library Board Minutes

11A1 - Adopt Resolution 16-08-686

Motion: LAPHAM moved to "approve the agenda/consent agenda," and the motion carried unanimously.

# \*4. APPROVAL OF MINUTES - 7/26/16

The motion adopted by approval of the consent agenda: "approve minutes of the 7/26/16 borough assembly meeting."

# 5. PUBLIC COMMENTS

**SCHNABEL** – On behalf of the Chamber of Commerce, she invited the borough to participate in an upcoming meeting with the State Forester to discuss the closing of the local state forestry office.

**ELY** – Stated he does not believe Ordinance 16-08-441 has merit and thinks it is a waste of time and energy.

**G.BALLANCO** – Said staff members have always been helpful and courteous. He suggested if the assembly would publicly respond to public comments, it would go a long way to reducing rancor and discord.

# 6. MAYOR'S COMMENTS/REPORT

A. Proclamation - Commending Ralph Borders on His 27 Years of Borough Service

The mayor read aloud the proclamation that had been presented to Borders on his retirement.

# B. Special Awards and Recognitions

HILL 1) read aloud an email she received from a visitor commending Harbormaster Shawn Bell and Assistant Harbormaster Gabe Thomas; 2) read aloud letters of commendation issued to Scott Bradford, Dennis Durr, and Ed Bryant for their extra efforts during the recent boil water situation; 3) read aloud and presented Sergeant Joshua Dryden a proclamation thanking him for his nine-month service as Interim Chief of Police; and 4) jointly with Police Chief Scott, presented an award to Don Turner Jr. for his exceptional service to the community.

# 7. PUBLIC HEARINGS

# A. New Commercial Tour - Alaska Mountain Guides

Note: Alaska Mountain Guides applied to add a new tour activity to the company's other permitted tour activities. They proposes to offer an ATV tour on established forestry roads and trails in the Lower Klehini River Area and Flower Mountain Area (Haines Forest/DNR land). HBC Title 5 requires a public hearing before the assembly for all new tour activities.

Mayor HILL opened and closed the public hearing at 6:53 pm; there were no public comments.

<u>Motion</u>: **LAPHAM** moved to "authorize the borough clerk to process the Alaska Mountain Guides application to add an ATV tour, as proposed, to the company's list of permitted commercial tour activities," and the motion carried unanimously in a roll call vote.

# B. Ordinance 16-06-439 - Second Hearing

An Ordinance of the Haines Borough amending the Zoning Use Chart in Haines Borough Code Section 18.70.040 to allow multiple single-family residences as a conditional use in the light industrial/commercial zone.

Mayor HILL opened and closed the public hearing at 7:02 pm; there were no public comments.

<u>Motion</u>: **LAPHAM** moved to "adopt Ordinance 16-06-439," and the motion carried unanimously in a roll call vote.

### C. Ordinance 16-07-440 - First Hearing

An Ordinance of the Haines Borough, providing for the addition or amendment of specific line items to the FY17 budget.

Mayor HILL opened the public hearing at 7:07 pm.

**SCHNABEL** – No comments. (She had signed up to speak but chose to save for the next meeting.) Hearing no further comments, the mayor closed the hearing at 7:07pm.

LAPHAM said the Finance Committee recommends adoption, as presented.

Note: Since the assembly already scheduled the second hearing for 8/23/16, 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 – 8/9/16 Report

The manager summarized his written report and responded to a few questions from the assembly.

## 9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

- \*A. Tourism Advisory Board Minutes of 6/28/16
- \*B. Library Advisory Board Minutes of 6/15/16
  - C. Assembly Board Liaison Reports

**LAPHAM** – Tourism Advisory Board

FRIEDENAUER – Port and Harbor Advisory Committee, Public Safety Commission

## D. Assembly Standing Committee Reports

**LAPHAM** – The Finance Committee met on 8/8/16 and discussed the tax incentive program, economic stimulus proposal, and the budget amendment ordinance. She explained the committee's recommendations.

<u>Motion</u>: **GREGG** moved to "create the ad hoc economic stimulus committee as proposed by the Finance Committee."

<u>Motion to Postpone</u>: CASE moved to "postpone this until he and GREGG can meet with the Chamber of Commerce," and the motion carried 4-1 with GREGG opposed (Campbell was not on the line at the time)

### 10. **UNFINISHED BUSINESS** - None

# 11. NEW BUSINESS

# A. Resolutions

# \*1. Resolution 16-08-686

An Ordinance of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with Silver Bow Construction for the Tower Road Water Tank Roof Reconstruction project for an amount not to exceed \$45,400.

The motion adopted by approval of the consent agenda: "Adopt Resolution 16-08-686."

### B. Ordinances for Introduction

# 1. Ordinance 16-08-441

An Ordinance of the Haines Borough amending Haines Borough Code Sub-section 5.18.080(I) to revise the process for non-temporary amendments to the Borough's Commercial Ski Tour Areas map.

<u>Motion</u>: **CASE** moved to "introduce Ordinance 16-08-441 and set a first public hearing for 8/23/16 and a second public hearing for 9/13/16."

<u>Primary Amendment</u>: LAPHAM moved to "replace paragraph g with the suggested amendment provided in the meeting folders," and it was amended to strike the words 'if circumstances warrant' and change the first 'schedule' to 'timeline', and the primary amendment motion, as amended, carried unanimously.

The main motion as amended carried unanimously.

# C. Other New Business

# 1. Museum Operations Overview

Note: Museum Board assembly liaison Diana Lapham had suggested the assembly be provided an overview of museum operations.

Museum Director Helen **ALTEN** gave a PowerPoint presentation that was well-received.

# 2. Executive Session - Nelson-Waterhouse Attorney Letter

<u>Motion</u>: CASE moved to "go into executive session as allowed by AS 44.62.310(c)(1) and Haines Borough Charter Section 18.03 to consult with the borough's attorney regarding the recent letter received from an attorney representing Paul Nelson and Sue Waterhouse; this matter qualifies for executive session because a public discussion may adversely affect the borough's legal position; the borough manager, chief of police, and attorney are requested to attend."

**CASE** asked if the assembly comments portion could be moved up in the agenda. He thanked **G.BALLANCO** for making a formal request during Public Comments for assembly feedback. The assembly had a brief discussion about the pros and cons of permanently moving assembly comments in order to allow opportunities for responding to the public. **SEWARD** suggested staff could bring forward an ordinance to provide for that.

<u>Motion</u>: **CAMPBELL** moved to "refer this topic to the Government Affairs & Services Committee," and the motion <u>FAILED</u> 1-5 with **CASE**, **GREGG**, **JACKSON**, **LAPHAM**, and **FRIEDENAUER** opposed.

<u>Primary Amendment to the Executive Session Motion</u>: FRIEDENAUER moved to "amend to remove the inclusion of the police chief," and the motion <u>FAILED</u> 1-5 with **CASE**, **GREGG**, **JACKSON**, **LAPHAM**, and **CAMPBELL** opposed.

The main (Executive Session) motion carried unanimously.

<u>Motion</u>: **FRIEDENAUER** moved to "continue the meeting if necessary past 10:00 p.m. to complete the agenda," and the motion carried unanimously.

Present: Mayor Hill; Assembly Members Lapham, Jackson, Campbell, Friedenauer, Case, and Gregg; Manager Bill Seward; and Attorney Patrick Munson. The executive session convened at 8:58 p.m. and ended at 10:40 p.m.

Following the Executive Session **FRIEDENAUER** said while the details are not public right now, the assembly is being deliberate and responsive to the situation.

# 12. CORRESPONDENCE/REQUESTS

# 13. SET MEETING DATES

- **A.** Commerce Committee Meeting moved from 8/18 to Wednesday, 8/17, 6:30 p.m. Topic: Solid Waste Management
- **B.** Personnel Committee Will meet jointly with the Public Safety Commission on Monday, 8/15 at 5:30pm Topic: Who the EMTs Report to.
- **C. Committee of the Whole** Thursday, 9/8, 6:30pm, Public Library Topic: Borough Manager Onboarding/Goal Setting with Richard Fursman.

# 14. PUBLIC COMMENTS - None

# 15. ANNOUNCEMENTS/ASSEMBLY COMMENTS

**CASE** – Recalled a rule in the former city code that said during meetings no member could speak more than twice on a subject and for no more than a total of 10 minutes. He believes it helped the meetings be more focused and succinct, and he will likely introduce an ordinance to reinstate it.

16.	AD.	JOUR	NMENT	<b>-</b> 10:47	p.m.
-----	-----	------	-------	----------------	------

Motion: LAPHAM 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.: 16-671
Assembly Meeting Date: 8/23/16

Business Item Des	cription:		Attachments:				
Subject: FY17 Budget An		Ordinance 16-07-440     Budget Amendment Worksheet					
Originator:		3. FY17 Payroll after	CBA Ratification				
Borough Manager							
Originating Department Administration	.:						
Date Submitted:							
7/15/16							
Full Title/Motion:							
Motion: Adopt Ordinance	16-07-440.						
Administrative Rec	ommendation:						
The borough manager rec	commends these budge	t amen	dments.				
Fiscal Impact:							
	Amenint Dudgeted	A 10 10 10	appiation Deguired	Projected Impact to Future			
Expenditure Required	Amount Budgeted	Appro	opriation Required	Operating Budgets			
\$ see ordinance	\$ see ordinance	\$ see	ee ordinance				
Comprehensive Pla	n Consistency Re	eview	:				
Comp Plan Goals/Object							
			Consistent: ■Yes	□No			
Summary Statemer	nt:						
				aff turnover and the terms of the			
				nses for the new police chief, 3) nning project, and 4) reflect revenue			
shortfall resulting from the							
See the ordinance for more	e detail						
Coo the oraniance for more	dotaii.						
Referral:			D. ( )   D. (				
Referred to: Finance Co		d = 4" -	Referral Date: Refe				
Recommendation: Com	militee Recommends Ac	aoption	IV	leeting Date: 8/8/16			
Assembly Action:		_					

Meeting Date(s): 7/26, 8/9, 8/23/16

Public Hearing Date(s): 8/9, 8/23/16

Postponed to Date:

# **Draft**

# AN ORDINANCE OF THE HAINES BOROUGH, PROVIDING FOR THE ADDITION OR AMENDMENT OF SPECIFIC LINE ITEMS TO THE FY17 BUDGET.

# BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

- Section 1. <u>Classification</u>. This ordinance is a non-code ordinance.
- Section 2. <u>Effective Date</u>. This ordinance shall become effective immediately upon adoption.
- Section 3. <u>Appropriation</u>. This appropriation is hereby authorized as part of the budget for the fiscal year July 1, 2016 through June 30, 2017.
- Section 4. <u>Purpose</u>. To provide for the addition or amendment of specific line items to the FY17 budget as follows:

(1) To adjust budgeted wages, burden, and health insurance to reflect turnover in several positions as wells as the terms of the recently negotiated 3-year Collective Bargaining Agreement with Public Employees Local 71. An updated FY17 payroll spreadsheet is provided in the Assembly Meeting packet.

		Current FY17 Budget	Proposed FY17 Budget	Fund Balance Increase / (Decrease)*
01-01-10-6110	Salary & Wages – Administration	\$280,338	\$266,985	13,353
01-01-10-6115	Employee Burden – Admin.	85,370	81,377	3,993
01-01-10-6140	Health Insurance - Admin.	62,640	63,264	(624)
01-01-15-6110	Salary & Wages – Finance	197,329	201,154	(3,825)
01-01-15-6115	Employee Burden – Finance	60,781	61,928	(1,147)
01-01-15-6140	Health Insurance - Finance	62,640	63,264	(624)
01-01-17-6110	Salary & Wages – Assmt / Lands	161,186	153,302	7,884
01-01-17-6115	Employee Burden- Assmt / Lands	46,744	44,088	2,656
01-01-17-6140	Health Insurance – Assmt / Lands	46,980	47,448	(468)
01-02-50-6110	Salary & Wages – Dispatch	209,139	217,305	(8,166)
01-02-50-6115	Employee Burden - Dispatch	64,838	67,289	(2,451)
01-02-50-6140	Health Insurance – Dispatch	78,300	79,080	(780)
01-04-20-6110	Salary & Wages – Facilities	209,448	212,472	(3,024)
01-04-20-6115	Employee Burden - Facilities	69,323	70,340	(1,017)
01-04-20-6140	Health Insurance – Facilities	54,810	55,356	(546)
01-14-00-6110	Salary & Wages – Library	243,971	248,646	(4,675)
01-14-00-6115	Employee Burden - Library	68,500	70,659	(2,159)
01-14-00-6140	Health Insurance – Library	41,636	42,091	(455)
01-15-00-6110	Salary & Wages – Museum	122,224	125,178	(2,954)
01-15-00-6115	Employee Burden - Museum	36,992	37,878	(886)
01-15-00-6140	Health Insurance – Museum	31,320	31,632	(312)
01-16-05-6110	Salary & Wages – Parks	14,628	14,996	(368)
01-16-05-6115	Employee Burden - Parks	5,137	5,266	(129)

# Haines Borough Ordinance No. 16-07-440 Page 2 of 3

01-16-10-6110	Salary & Wages - CYD	10,660	11,180	(520)
01-16-10-6115	Employee Burden - CYD	959	1,006	(47)
01-16-15-6110	Salary & Wages – Pool	88,334	92,377	(4,043)
01-16-15-6115	Employee Burden - Pool	24,458	25,504	(1,046)
01-16-15-6140	Health Insurance – Pool	15,660	15,816	(156)
02-02-00-6110	Salary & Wages – Police	271,501	286,049	(14,548)
02-02-00-6115	Employee Burden - Police	90,559	95,280	(4,721)
02-02-00-6140	Health Insurance – Police	62,640	63,264	(624)
02-04-00-6110	Salary & Wages – Public Works	222,327	232,784	(10,457)
02-04-00-6115	Employee Burden - PW	75,595	76,586	(991)
02-04-00-6140	Health Insurance – Public Works	62,640	63,264	(624)
23-02-00-6110	Salary & Wages – Tourism	111,252	116,180	(4,928)
23-02-00-6115	Employee Burden - Tourism	34,404	35,910	(1,506)
23-02-00-6140	Health Insurance – Tourism	31,320	31,632	(312)
25-01-00-6110	Salary & Wages – Fire/Amb.	100,704	108,614	(7,910)
25-01-00-6115	Employee Burden - Fire/Amb.	33,990	36,550	(2,560)
25-01-00-6140	Health Insurance – Fire/Amb.	31,320	31,632	(312)
90-01-00-6110	Salary & Wages – Water	84,352	86,975	(2,623)
90-01-00-6115	Employee Burden - Water	27,958	28,813	(855)
90-01-00-6140	Health Insurance – Water	23,490	23,724	(234)
91-01-00-6110	Salary & Wages – Sewer	50,869	53,144	(2,275)
91-01-00-6115	Employee Burden - Sewer	16,945	17,685	(740)
91-01-00-6140	Health Insurance – Sewer	15,660	15,816	(156)
92-01-00-6110	Salary & Wages – Harbor	140,709	143,943	(3,234)
92-01-00-6115	Employee Burden - Harbor	48,856	49,948	(1,092)
92-01-00-6140	Health Insurance – Harbor	\$ 37,845	\$ 38,222	(377)
	Total increa	ase to FY17 payro	l expenditures	\$ (73,615)

(2) To appropriate \$15,000 of Townsite general funds for relocation expense for the new police chief.										
		Current FY17 Budget	Proposed FY17 Budget	Fund Balance Increase / (Decrease)*						
02-02-00-7334	Travel & Per Diem – Police	\$8,500	\$23,500	(\$15,000)						

(3) To appropriate \$10,000 of Economic Development sales tax funds for the Alaska Marine Highway System Reform Project.									
		Current FY17 Budget	Proposed FY17 Budget	Fund Balance Increase / (Decrease)*					
23-03-00-7312	Professional & Contractual Svc (AMHS System Reform)	\$0	\$10,000	(\$10,000)					

# Haines Borough Ordinance No. 16-07-440 Page 3 of 3

**(4)** To remove \$225,207 of State Revenue for the school debt reimbursement program. This revenue shortfall resulted from the Governor's recent veto. This amendment also shifts Areawide property tax from the general fund (01) to the debt service fund (76) in order to cover the shortfall.

		Current FY17 Budget	Proposed FY17 Budget	Fund Balance Increase / (Decrease)*
76-01-00-4389	State Revenue – 2005 School Bond	\$837,791	\$628,343	(\$209,448)
76-02-00-4389	State Revenue – 2015 School Bond	\$63,035	47,276	(15,759)
01-01-09-4011	Property Tax Revenue-Areawide GF	\$1,800,000	1,574,793	(225,207)
76-01-00-4021	Property Tax Rev 2005 School Bond	\$350,683	560,131	209,448
76-02-00-4021	Property Tax Rev 2015 School Bond	\$26,385	42,144	15,759
Total red	luced school debt reimbursement revenue	resulting from C	Governor's veto	(\$225,207)

<sup>\*</sup> A positive amount in this column is favorable. A negative amount is unfavorable.

ADOPTED BY A DULY DAY OF			OF THE	HAINES	BOROUGH	ASSEMBLY	THIS
ATTEST:				Janice Hi	II, Mayor		_
Julie Cozzi, MMC, Boro	ough Clerk	-					

Date Introduced: 07/26/16
Date of First Public Hearing: 08/09/16
Date of Second Public Hearing: 08/23/16

# HAINES BOROUGH

Proposed Amendments to the FY17 Budget - Ordinance #16-07-440

HI BOROLE TO SEE THE SECOND SE	Her indi	S. S	green Library	The second secon	e se				*&
FUND	01	02	23	25	76	90	91	92	
Budgeted Fund/(Cash) Balance as of 06/30/2016 \$	2,839,793	1,470,356	416,698	37,449	9,384	189,422	671,888	395,119	
FY17 Adopted BUDGET Excess Revenue Over (Under) Expense	(207,808)	(78,922)	(109,432)	(2,818)	(9,000)	12,044	(274,770)	80,935	Totals
Proposed Amendments:									
1. Changes to payroll	(12,536)	(31,965)	(6,746)	(10,782)		(3,712)	(3,171)	(4,703)	(73,615)
2. Relocation expense for new hire		(15,000)							(15,000)
3. AMHS Reform Project			(10,000)						(10,000)
4. School Debt Reimbursement funding cut	(225,207)				-	-			(225,207)
									- - -
PROPOSED Excess Revenue									
Over (Under) CASH Expense	(445,551)	(125,887)	(126,178)	(13,600)	(9,000)	8,332	(277,941)	76,232	(323,822)
Proposed Fund Balance 06/30/2017 \$	2,394,242	1,344,469	290,520	23,849	384	197,754	393,947	471,351	(323,822)
Annual Operating Budget	4,993,688	1,086,273							
Projected Fund Balance as % of Operating Budget	48%	124%							

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



HAINES BOROUG
---------------

TINGKE			Over-									Union	
CAPIL		Straight Time	time	Standby	Hourly	Gross					Worker's	Health	
Position	Current Employee	Hours	Hours	Hours	Rate	Earnings	PERS	SBS	Medicare	Alaska ESD	Comp	Insurance	Total Costs
Administration													
Borough Manager	Bill Seward	2,080	0	0	45.67	95,000	20,900	5,824	1,378	n/a	396	15,816	139,313
Borough Clerk	Julie Cozzi	2,080	0	0	36.86	76,669	16,867	4,700	1,112	397	320	15,816	115,880
Executive Assistant	TBD	2,080	0	0	22.00	45,760	10,067	2,805	664	397	191	15,816	75,700
Deputy Clerk	Krista Kielsmeier	2,080	0	0	20.70	43,056	9,472	2,639	624	431	180	15,816	72,218
Office Assistant	Donna Lambert	520	0	0	12.50	6,500	1,430	398	94	65	27	n/a	8,515
	Totals	8,840	0	0		266,985	58,737	16,366	3,871	1,290	1,114	63,264	411,626
Assembly													
Mayor	Jan Hill	0	0	0	0.00	15,000	3,300	920	218	n/a	63	n/a	19,500
Deputy Mayor Member B	Diana Lapham	0	0	0	0.00	3,525	n/a	216	51	n/a	15	n/a	3,807
Assembly Member A	Margaret Friedenauer	0	0	0	0.00	3,525	n/a	216	51	n/a	15	n/a	3,807
Assembly Member C	Mike Case	0	0	0	0.00	3,525	n/a	216	51	n/a	15	n/a	3,807
Assembly Member D	Tresham Gregg	0	0	0	0.00	3,525	n/a	216	51	n/a	15	n/a	3,807
Assembly Member E	George Campbell	0	0		0.00	3,525	n/a	216	51	n/a	15	n/a	3,807
Assembly Member F	Ron Jackson	0	0	0	0.00	3,525	n/a	216	51	n/a	15	n/a	3,807
	Totals	0	0	0	•	36,150	3,300	2,216	524	•	151	-	42,341
Assessment / Land Manage	ement												
Assessor	Dean Olsen	2080	0	0	27.55	57,308	12,608	3,513	831	397	239	15,816	90,711
Planner I	TBD	1970	0	0	20.20	39,794	8,755	2,439	577	397	166	14,498	66,626
Planner II (leave pay out)	Xi Cui (Tracy)	110	0	0	26.00	2,860	n/a	175	41	397	12	1,318	4,804
Administrative Assistant	Kathy Friedle	2080	0	0	19.20	39,936	8,786	2,448	579	397	167	15,816	68,129
Temp Admin. Assistant	TBD	520	0	0	17.70	9,204	n/a	564	133	92	38	n/a	10,032
Planning Commissioner A		0	0	0	0.00	600	n/a	37	9	n/a	3	n/a	648
Planning Commissioner B		0	0	0	0.00	600	n/a	37	9	n/a	3	n/a	648
Planning Commissioner C		0	0	0	0.00	600	n/a	37	9	n/a	3	n/a	648
Planning Commissioner D		0	0	0	0.00	600	n/a	37	9	n/a	3	n/a	648
Planning Commissioner E		0	0	0	0.00	600	n/a	37	9	n/a	3	n/a	648
Planning Commissioner F		0	0	0	0.00	600	n/a	37	9	n/a	3	n/a	648
Planning Commissioner G		0	0	0	0.00	600	n/a	37	9	n/a	3	n/a	648
	Totals	6,760	-	-		153,302	30,148	9,397	2,223	1,680	639	47,448	244,838
Community Youth Develop	oment												
CYD Coordinator	Al Giddings	650	0	0	17.2	11180	n/a	685	162	112	47	n/a	12,186
	Totals	650	0	0		11,180	-	685	162	112	47	-	12,186
Dispatch													
Dispatcher A	Jane Clark	2080	100	0	21.20	47,276	10,401	2,898	686	397	214	15,816	77,687
Dispatcher B Supervisor	Celeste Grimes	2080	100	0	20.70	46,161	10,155	2,830	669	397	208	15,816	76,237
Dispatcher C	Sierra Hinkle	2080	100	0	18.20	40,586	8,929	2,488	588	406	182	15,816	68,995
Dispatcher D	Linda Waldo	2080	100	0	17.70	39,471	8,684	2,420	572	395	177	15,816	67,534
Dispatcher E	Maxwell Jusi	2080	100	0	16.70	37,241	8,193	2,283	540	372	177	15,816	64,622
Shift Differential	Swing Shift	2920	0	0	0.75	2,190	482	134	32	22	7	n/a	2,867
Shift Differential	Grave Yard	2920	0	0	1.50	4,380	964	268	64	44	14	n/a	5,733
	Totals	10,400	500	0		217,305	47,807	13,321	3,151	2,033	978	79,080	363,674



HAINES E	BOROUGH
----------	---------

MASKE			Over-									Union	
Desition		Straight Time	time	Standby	Hourly	Gross					Worker's	Health	
Position	Current Employee	Hours	Hours	Hours	Rate	Earnings	PERS	SBS	Medicare	Alaska ESD	Comp	Insurance	Total Costs
Elections													
Precinct Chairman	To be determined	18	0	0	12.50	225	n/a	n/a	n/a	n/a	1	n/a	226
Precinct Chairman	To be determined	18	0	0	12.50	225	n/a	n/a	n/a	n/a	1	n/a	226
Election Worker	To be determined	18	0	0	11.00	198	n/a	n/a	n/a	n/a	1	n/a	199
Election Worker	To be determined	15	0	0	11.00	165	n/a	n/a	n/a	n/a	1	n/a	166
Election Worker	To be determined	15	0	0	11.00	165	n/a	n/a	n/a	n/a	1	n/a	166
Election Worker	To be determined	15	0	0	11.00	165	n/a	n/a	n/a	n/a	1	n/a	166
Election Worker	To be determined	15	0	0	11.00	165	n/a	n/a	n/a	n/a	1	n/a	166
Election Worker	To be determined	15	0	0	11.00	165	n/a	n/a	n/a	n/a	1	n/a	166
Election Worker	To be determined	15	0	0	11.00	165	n/a	n/a	n/a	n/a	1	n/a	166
Election Worker	To be determined	15	0	0	11.00	165	n/a	n/a	n/a	n/a	1	n/a	166
	Totals	159	0	0		1,803					8		1,811
Finance													
Chief Fiscal Officer	Jila Stuart	1,924	0	0	31.83	61,234	13,471	3,754	888	397	255	15,816	95,815
Accounts Receivable Clerk	Tina Olsen	2,080	20	0	20.70	43,677	9,609	2,677	633	397	182	15,816	72,992
Payroll/Accounts Payable	Cathy Keller	2,080	20	0	25.70	54,227	11,930	3,324	786	397	226	15,816	86,707
Sales Tax Clerk	Jessie Badger	2,080	0	0	20.20	42,016	9,244	2,576	609	397	175	15,816	70,833
	Totals	8,164	40	0		201,154	44,254	12,331	2,917	1,588	839	63,264	326,346
Fire													
EMT / Firefighter	Jennifer Walsh	2,184	12	0	21.20	46,682	10,270	2,862	677	397	2,935	15,816	79,639
EMT / Firefighter	TBD	2,184	12	0	20.70	45,581	10,028	2,794	661	397	2,866	15,816	78,143
Fire Chief	Greg Palmieri	0	0	0	0.00	6,000	n/a	368	87	n/a	377	n/a	6,832
Seasonal PT EMT	TBD	500	0	0	20.70	10,350	n/a	634	150	397	651	n/a	12,182
	Totals	4,868	24	0		108,614	20,298	6,658	1,575	1,191	6,828	31,632	176,796
Harbors													
Harbormaster	Shawn Bell	2,080	330	0	26.25	67,574	14,866	4,142	980	397	3,389	15,816	107,165
Assistant Harbormaster	Gabe Thomas	2,080	10	0	18.70	39,177	8,619	2,402	568	397	1,965	15,816	68,943
Seasonal Assistant	Mark Allen	1,040	0	0	18.80	19,552	4,301	1,199	284	397	981	6,590	33,303
Port Security Officer	Henry Pollan	700	0	0	17.30	12,110	2,664	742	176	121	607	n/a	16,421
Port Security Officer	TBD	350	0	0	15.80	5,530	n/a	339	80	55	277	n/a	6,282
	Totals	6,250	340	0		143,943	30,451	8,824	2,087	1,367	7,219	38,222	232,113
Information Technology													
IT Technician	Erik Baldwin Stevens	156	0	0	23.2	3,619	796	222	52	36	15	1,357	6,098
	Totals	156	0	0		3,619	796	222	52	36	15	1,357	6,098



MASKP			Over-									Union	
Position	Current Employee	Straight Time Hours	time Hours	Standby Hours	Hourly Rate	Gross Earnings	PERS	SBS	Modioaro	Alaska ESD	Worker's Comp	Health Insurance	Total Costs
	Current Employee	nours	Hours	Hours	Nate	Larinings	FERS	303	Weulcare	Alaska ESD	Comp	ilisurance	Total Costs
Library													
Library Director	Patricia Brown	2,080	188		29.25	69,089	15,199	4,235	1,002	397	288	15,816	106,026
Library Aide/Technician	Lisa Blank	621	0	0	18.00	11,169	n/a	685	162	112	47	-	12,174
Assistant Librarian	Rebecca Heaton	1,560	0	0	23.70	36,972	8,134	2,266	536	370	154	15,816	64,248
Library Aide/Administration	Deborah Gravel	520	0	0	15.50	8,060	n/a	494	117	81	34	-	8,785
Library Tech II	Elizabeth Jurgeleit	754	0	0	15.50	11,687	n/a	716	169	117	49	-	12,738
Library Janitor	Dale Sanne	910	0	0	18.50	16,835	3,704	1,032	244	168	752	-	22,735
Library Tech II	Jedidiah Blum-Evitts	1,350	0	0	16.00	21,600	4,752	1,324	313	216	90	-	28,295
Technology Coordinator	Erik Baldwin Stevens	1,248	0	0	23.20	28,954	6,370	1,775	420	290	121	10,459	48,387
Education Coordinator	Jessie Morgan	1,131	0	0	18.20	20,584	4,529	1,262	298	206	86	-	26,965
Children/Youth Svcs Coord	Holly Davis	1,092	0	0	21.70	23,696	5,213	1,453	344	237	99	-	31,042
Library Aide	TBD	-	0	0	11.50	-	n/a	-	-	-	-	-	-
Library Grants		······································											
Technology Coordinator	Erik Baldwin Stevens	416	0	0	23.20	9,651	2,123	592	140	97	40	3,915	16,558
Program Coordinator	Jessie Morgan	377	0	0	18.20	6,861	1,510	421	99	69	29	-	8,988
Cultural Coordinator	TBD Range G	130	0	0	16.70	2,171	n/a	133	31	22	9	-	2,366
Library Page	TBD Range A	300	0	0	10.00	3,000	n/a	184	44	30	13	-	3,270
5	Totals	12,489	188	0	302	270,329	51,533	16,571	3,920	2,409	1,809	46,006	392,578
Museum													
Museum Director	Helen Alten	2080	0	0	27.25	56,680	12,470	3,474	822	397	236	15,816	89,895
Operations Faciliator	Madeline Witek	1970	0	0	17.2	33,884	7,454	2,077	491	339	141	15,816	60,203
Museum Assistant	Sarah Zeiger	1000	0	0	15	15,000	3,300	920	218	150	63	n/a	19,650
Museum Assistant	Donna Lambert	737	0	0	15.5	11,424	2,513	700	166	114	48	n/a	14,964
Museum Aide	J. St. Clair	347	0	0	11.5	3,991	878	245	58	40	17	n/a	5,227
Janitor	David Dzenawagis	300	0	0	14	4,200	n/a	257	61	42	188	n/a	4,748
Museum Grants													
Tlingit Language Instructor	Elsie Spud	140	0	0	17.2	2,408	n/a	148	35	24	108	n/a	2,722
Grant Funded Intern		1040	0	0	10	10,400	n/a	638	151	104	464	n/a	11,757
Grant Funded Intern		340	0	0	10	3,400	n/a	208	49	34	152	n/a	3,844
Grant Funded Coordinator (	Temporary)	2080	0	0	16.7	34,736	n/a	2,129	504	347	1,551	15,660	54,928
<u> </u>	Totals	10,034	0	0		176,122	26,615	10,796	2,554	1,591	2,967	47,292	
Parks				<u>-</u>					······································				
Parks Laborer II	Kyle Klinger	920	0	0	16.3	14,996	3,299	919	217	150	680	n/a	20,262
***************************************	Totals	920	0	0		14,996	3,299	919	217	150	680	-	20,262
Police													
Chief of Police	TBD	2,080	0	0	45.67	95,000	20,900	5,824	1,378	397	3,015	15,816	142,329
Police Sergeant	Joshua Dryden	2,080	100	265	27.75	64,466	14,183	3,952	935	397	2,046	15,816	101,794
Police Officer	Brayton Long	2,080	100	265	25.75	60,006	13,201	3,678	870	397	1,904	15,816	95,874
Police Officer II	Chris Brown	2,080	100	265	25.75		13,201	3,678	870	397	1,904	15,816	95,874
PD Shift Differential	Swing Shift	2,920	0	0	0.75	2,190	482	134	32	0	70	n/a	2,907
PD Shift Differential	Grave Yard	2,920	0		1.50		964	268	64	0	139	n/a	5,815
<u> </u>	Totals	<u></u>	300	795		286,049	62,931	17,535	4,148	1,588	9,079	63,264	444,593



HAINES E	BOROUGH
----------	---------

Position	Current Employee	Straight Time Hours	Over- time Hours	Standby Hours	Hourly Rate	Gross Earnings	PERS	SBS	Medicare	Alaska ESD	Worker's Comp	Union Health Insurance	Total Costs
Pool													
Pool Manager	RaeAnne Galasso	1976	0	0	22.20	43,867	9,651	2,689	636	397	1,959	15,816	75,015
Pool Custodian	Milosz Rybinski	520	0	0	14.50	7,540	n/a	462	109	75	337	n/a	8,524
Lifeguard Step 1	Various	936	0	0	12.50	11,700	n/a	717	170	117	522	n/a	13,226
Lifeguard Step 2	Various	832	0	0	13.00	10,816	n/a	663	157	108	483	n/a	12,227
Instructor	Various	70	0	0	14.00	982	n/a	60	14	10	44	n/a	1,110
Assistant Manager	Maggie Martin	1040	0	0	16.8	17,472	3,844	1,071	253	175	780	n/a	23,595
	Totals	5,374	0	0		92,377	13,495	5,663	1,339	882	4,125	15,816	133,697
Public Facilities													
Public Facilities Director	Brad Ryan	2,080	0	0	40.00	83,200	18,304	5,100	1,206	397	347	15,816	124,371
Facility Maint. Tech II	Eddie Bryant	2,080	0	0	28.50	59,280	13,042	3,634	860	397	2,647	15,816	95,675
Facility Maint. Tech II	Andus Hale	2,080	0	0	25.00	52,000	11,440	3,188	754	397	2,322	15,816	85,917
Laborer II	Allan Jobbins	1,040	0	0	17.30	17,992	3,958	1,103	261	180	803	7,908	32,205
	Totals	7,280	0	0		212,472	46,744	13,025	3,081	1,371	6,120	55,356	338,168
Public Works													
Public Works Superintende	n TBD	2,080	65	0	24.75	53,893	11,856	3,304	781	397	2,445	14,498	87,175
One month plus lv payout	Ralph Borders	590	0	0	31.75	18,733	1,211	1,148	272	397	850	1,318	23,928
Mechanic/Operator II	Will Hickman	2,080	65	0	24.00	53,220	11,497	3,262	772	397	2,415	15,816	87,379
Equipment Operator	Ted Cheney	2,080	65	0	20.70	45,074	9,916	2,763	654	397	2,045	15,816	76,665
Equipment Operator	John Spencer	2,080	65	0	24.70	53,784	11,833	3,297	780	397	2,440	15,816	88,347
Seasonal Operator	Roger Ingledue	200	0	0	20.70	4,140	n/a	254	60	41	188	n/a	4,683
Seasonal Operator	Ryan Cook	200	0	0	19.70	3,940	n/a	242	57	39	179	n/a	4,457
	Totals	9,310	260	0		232,784	46,314	14,270	3,375	2,066	10,561	63,264	372,634
Tourism Promotion													
Tourism Director	Leslie Ross	2080	0	0	24	49,920	10,982	3,060	724	397	208	15,816	81,108
Information Coordinator	Tammy Piper	2080	0	0	18.5	38,480	8,466	2,359	558	385	161	15,816	66,224
Tourism Information Asst.	Linda Moyer	1205	0	0	16	19,280	4,242	1,182	280	193	80	n/a	25,256
Staff Aide - Seasonal	Malcolm Kanahele	680	0	0	12.5	8,500	1,870	521	123	85	35	n/a	11,135
	Totals	6,045	0	0		116,180	25,560	7,122	1,685	1,060	485	31,632	183,722
Water/Sewer					·								
Water/Sewer Operator	Scott Bradford	2,080	50	20	31.25	67,539	14,859	4,140	979	397	1,937	15,816	105,667
Laborer II	Allan Jobbins	1,040	50	30	17.30	19,436	4,276	1,191	282	194	558	7,908	33,845
Asst. Water/Sewer Operato		2,080	100	30	23.70	53,144	11,692	3,258	771	397	1,568	15,816	86,644
	Totals	5,200	200	80		140,118	30,826	8,589	2,032	988	4,063	39,540	226,156
COMBINED TOTALS		111,219	1,852	875		2,685,481	543,107	164,509	38,913	21,402	57,726	686,437	4,197,575

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 16-673
Assembly Meeting Date: 8/23/16

Business Item Des	crintion:		Attachments:			
		orary		144		
Subject: Revise the Process for Making Nontemporary			1. Ordinance 16-08-441 2. Letter from the Tourism Advisory Board			
Amendments to the Helisk	Kling Map		3. Citizen Comments			
Originator: Tourism Advisory Board						
Originating Department	t:					
D . O						
Date Submitted: 8/1/16						
Full Title/Motion:						
				9/13/16. No motion is needed now		
unless the second hearing	date needs to change	or som	e other action is desire	d such as amendments.		
Administrative Rec	ommendation:					
Administrative Rec	ommendation.					
Fiscal Impact:						
Expenditure Required	Amount Budgeted	Appr	opriation Required	Projected Impact to Future Operating Budgets		
\$ n/a	\$ n/a	\$ n/a		n/a		
			l			
Comprehensive Pla		eview	<b>':</b>			
Comp Plan Goals/Object	ctives:		Consistent: Yes	□No		
			0011313te11t. = 1e3			
Summary Statemer	nt·					
				sm director. The borough received a of the borough clerk's review of the		
				e is unrealistic. The assembly agreed		
				e TAB was asked to look at the code		
				sted in the wording and structuring of		
this proposed ordinance, a	nd the TAB recommend	is the a	ssembly adopt it.			
Subsection "g" was amend	ed prior to ordinance int	troducti	on on 8/9/16.			
Referral:						
Referred to:			Referral Date:			
Recommendation:				leeting Date:		
Assembly Action:						

Meeting Date(s): 8/9, 8/23/16

Public Hearing Date(s): 8/23, 9/13/16

Postponed to Date:



An Ordinance of the Haines Borough amending Haines Borough Code Sub-section 5.18.080(I) to revise the process for nontemporary amendments to the Borough's Commercial Ski Tour Areas map.

# BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

- Section 1. <u>Classification</u>. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.
- Section 2. <u>Severability</u>. 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. <u>Effective Date</u>. This ordinance is effective upon adoption.
- Section 4. <u>Amendment of Sub-section 5.18.080(I)</u>. Sub-section 5.18.080(I) of the Haines Borough Code is hereby amended as follows:

NOTE: **Bolded**/<u>UNDERLINED</u> ITEMS ARE TO BE ADDED. <del>STRIKETHROUGH</del> ITEMS ARE DELETED

# 5.18.080(I). Nontemporary Amendment of the Haines Borough Approved Commercial Ski Tour Areas Map.

- 1. To initiate nontemporary amendment of <u>Unless otherwise authorized by the borough</u> <u>assembly, amendments to</u> the Haines Borough Approved Commercial Ski Tour Areas map, the assembly shall adopt a resolution, following a public hearing, that articulates the reasons to consider amendments to the map and authorizes the borough manager to convene a heliski map committee <u>shall only be considered according to the cycle established in the most current assembly-approved map amendment policy.</u> The process to review and amend the map shall be according to the following procedures:
- a. Proposals for map amendments may be submitted to the borough manager from May 1st to May 31<sup>st</sup> no later than May 15. Proposals shall be in writing and include an illustrations of the general subject areas and rationale justification for the proposed amendments.
- b. After May 31st and prior to June 10th, As soon as possible after May 15, the manager shall convene establish an advisory committee to review the any proposed map amendments received by the proposal deadline. The committee shall convene no later than June 15.
  - **c.** The committee shall include the following five voting members:
    - (1) A representative of a local conservation organization, appointed by the mayor;
    - (2) A member of the Haines Borough assembly:
- (3) A representative from the heliski<u>ing</u> industry selected randomly by current Haines Borough heliski commercial ski tour permit holders; and
- (4) Two members chosen randomly from Haines Borough residents who petition to be members of the committee. <u>The manager shall solicit applications by posting notice no</u> less than ten days.
  - d. The committee shall organize itself as to procedure.

# Haines Borough Ordinance No. 16-08-441 Page 2 of 2

- e.e. The committee shall to every extent possible involve ADFG area wildlife biologists and Bureau of Land Management (BLM) in its deliberations, including forwarding all proposals for map changes to the ADFG and BLM, seeking ADFG and BLM testimony, and requesting comments from ADFG and BLM on all draft recommendations before they are sent to the manager.
- d.f. The committee shall organize itself as to procedure and shall make a recommendation to the manager on or before July 15<sup>th</sup> September 30. The manager shall prepare a recommendation for the assembly and will not be bound to by the committee's recommendations. However, the manager but shall present them also provide the committee recommendations to the assembly for consideration.
- g. For a proposal correctly-submitted in accordance with the current map review policy, the borough assembly may adopt a resolution to provide for adjustments to the map amendment timeline to accommodate for reasonable date or schedule conflicts.
- 2. The Haines Borough assembly shall adopt a resolution, following a public hearing, to finalize any nontemporary amendment  $\underline{\mathbf{s}}$  of the Haines Borough Approved Commercial Ski Tour Areas map.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE DAY OF, 2016.	HAINES BOROUGH ASSEMBLY THIS
ATTEST:	Janice Hill, Mayor
Julie Cozzi, MMC, Borough Clerk	

Date Introduced: 08/09/16
Date of First Public Hearing: 08/23/16
Date of Second Public Hearing: 09/13/16

# Haines Convention & Visitors Bureau



(907) 766-2234 / (907) 766-3155 fax

August 1, 2016

Dear Madam Mayor and Haines Borough Assembly,

The Haines Tourism Advisory Board would like to recommend the attached changes to Haines Borough Code :

HBC 5.18.080(I). Nontemporary Amendment of the Haines Borough Approved Commercial Ski Tour Areas Map.

The TAB Title V working committee met to review the dates and wording of this portion of code on July 22<sup>nd</sup>, the Tourism Director then worked with the Borough Clerk assistance in code structure, and followed with an official TAB meeting on July 26<sup>th</sup> with a unanimous vote to accept and recommend these changes. The TAB has worked with local heli-ski operators and meetings were open to public comment to verify these dates would work with the industry and give the manager ample time to convene a map committee.

Below is the reasoning to our recommendations:

- 1. We eliminated this section as there was not a perceived need for Assembly to be involved at the first initiation of the process. The policy/code allow for a timely proposal to be submitted, the manager should be able to establish if the proposal has met criteria. Assembly will have weigh in at the end of the process as well as public comment. This part of code will also now refer to Policy which is where it is stated the map can be open every 3 years.
- a) Changing this date from "May 1st to May 31st" to "No later than May 15th". There did not be a perceived need to have a month limitation.
- b) The recommendation was to change this "May 31<sup>st</sup> to June 10<sup>th</sup>" to "after May 15<sup>th</sup>" and "no later than June 15<sup>th</sup>" to allow enough time to establish a committee.
- c) We clarified a few words in this section.
- f) The date for the manager's recommendation was extended to September 30<sup>th</sup>, this date was selected to acknowledge time for the process and for the operators.
- g) This was added to allow for the Assembly to make changes as needed to the date structure if circumstances came up that would not allow for the proper meeting times.

Thank you for your time and consideration of these recommendations to allow a usable timeline for opening the Haines Heliski Map.

Sincerely,

Leslie Ross
Tourism Director

Sean Gaffney

Tourism Advisory Board Chair

From: Thom Ely [mailto:akthome@yahoo.com]
Sent: Tuesday, August 16, 2016 10:08 AM

To: Julie Cozzi <jcozzi@haines.ak.us>; Margaret Friedenauer <mfriedenauer@haines.ak.us>; Tresham

Gregg <tgregg@haines.ak.us>; Mike Case <mcase@haines.ak.us>; Ron Jackson

<rjackson@haines.ak.us>; George Campbell <gcampbell@haines.ak.us>; Diana Lapham

<dlapham@haines.ak.us>

Cc: Jan Hill < jhill@haines.ak.us>; William Seward < wseward@haines.ak.us>

Subject: Ordinance 16-08-441 - Public Comment 8/23/16 BA Meeting

Dear Haines Borough Assembly,

In order to clarify the gray areas in this ordinance revision there are a few amendments needed. The current wording leaves the process open to interpretation and abuse. As we have seen over the past seventeen years any loophole will be exploited. The stated purpose of this revision is to clarify the dates for proposals with a new time line.

Section 1 - The original wording should be retained. The assembly after a public hearing should decide if map revisions are warranted. By doing so, time and money will not be wasted on the process of forming a map committee if it is a frivolous request as we have been subject to so many times.

The current map amendment policy cycle is every three years. There needs to be a stated reference to that policy and time period in this ordinance. In the current draft it says "Unless otherwise authorized by the borough assembly" which means it could come up at anytime.

Section 1 (b) If the assembly following a public hearing will not be deciding on the merits of the map revision request then the manager should be able to make a decision at this point to form a committee or not. The manager would present their recommendation to the assembly to move forward with the process or not. Following public comment the assembly would make a decision. Once again thwarting frivolous time consuming requests. Wording needs to be added to give the manager this option.

Section 1 (g) This section should be deleted or revised to reference the three year policy. The three year policy is part of the map amendment schedule.

Clarification of the wording in this ordinance will hopefully discourage abuse of the process and frivolous legal expenses. Creating loopholes will only benefit those that want to subvert the public process. The ordinance should be referred back to committee for revisions.

An incredible amount of time, \$ and energy has gone to defending what the people of Haines voted for, a <u>managed</u> heliski industry, with respect for residents and wildlife. Let's get it right this go round.

Sincerely, Thom Ely



# Report

# from the **Borough Manager**

Date: 08/23/16

To: Mayor and Borough Assembly

From: William E. Seward, Borough Manager

Re: Manager's Report

# **ROADS**

- Replaced two failed water stop and waste valves.
- Graded roads and cleaned ditches within the town site area.
- Removed aging picnic tables from Tlingit Park.
- Met with Chilkat Lake Residents about their access to the lake.

# **FACILITIES/PUBLIC WORKS**

- Hooked utilities to old public works shop.
- · Repaired museum restroom.
- Responded to museum boiler issues.
- Walked through of Public Safety Building and prioritized repairs.

# **HARBOR**

• The Director of Facilities and the Harbor Master reviewed the harbor expansion plan and cost estimates with PND Engineering.

# Pool

- The first grade class booked 24 sessions with the pool for the 16-17 school year. This was paid for by donations through teachers "Donors Choose" program. This brought in \$1,200 revenue for the pool. Special recognition goes to Teacher Sophia Armstrong for her determination and making this happen for the kids.
- Our winter schedule is set to begin September 7th.
- New lifeguard Blakemore Weatherly has been hired and is set to begin training this week.
   Cashier Stephanie Green started August 3rd and has proven to be a true asset.
- A meeting took place between Facilities Director Brad Ryan and the pool manager on Friday,
   August 12th to discuss upgrades to the locker rooms.
- All systems running smoothly and no issues to report.

# Police

- Public Safety Commission Meeting 15 August 2016:
  - o 120 Day Plan Preplan developed prior to official start date
  - o Review of SE AK State Fair Operational Plan
  - o Review of Sensitive Item Inventory (police equipment)
  - Review of Officer Complaint and Investigation Process and Tracking
  - Quick review of Active Shooter presentation (HBPD)
  - o Discussed Mission Requirement and Officer / Dispatcher schedules.
- Purchased Everbridge-which is a Mass Notification software that enables users to send notifications to individuals or groups using lists, locations, and visual intelligence. The notification system keeps everyone informed before, during, and after events. Everbridge Mass Notification provides robust analytics, GIS targeting, flexible group management, distributed contact data, and multiple options for contact data management
  - o Dispatch completing FEMA/IPAWS certification to run the system
- Attended a Webex demo of the Alaska Records Management System (ARMS) and discussion on 17 August 2016 with Lt. Richard Roberts, Alaska State Troppers – this system would allow HBPD to move away from paper report writing to a state managed electronic records management systems utilizing state data already gathered on past incidents.

# WATER/SEWER

- Sewer 4720 lbs processed, Jetted Beach Rd. from Lutak Lumber to the End, Jim Dorn came
  up to walk through the Sewer Plant building contract documents, Monthly DMRs to EPA now
  done on line.
- Water The first half of the months water samples collected and sent off to the LAB. The Piedad water plant is up and running and is producing about 50,000 gallons a day and this is about 20% of our daily demand.
- Worked with Jim Dorn to develop final scope of work for Waste Water Treatment Plant bid documents based on most recent available funding
- Reviewed West Fair Dr. design documents and developed scope of work for bid documents for release later this fall/winter.
- Reviewed data extraction procedures with Jim Dorn on data extraction from the new Piedad Water Plant.
- Reviewed 95% design for Bear Trails water main extension.
- Reviewed sewer outfall upgrades for the Harbor Expansion Project.

# LIBRARY

- Each year the Alaska State Library invites a children's librarian to attend the national Collaborative Summer Library Program Annual meeting and conference. This year the honor goes to Holly Davis. If she is able to attend, her travel, lodging, and per diem will be reimbursed by the Alaska State Library.
- FY16 total library visits was 90,616.
- FY16 total programs=652, program attendance was 9,565.

# **Lands Department**

- The seasonal Property Data Collection Assistant position has been posted and five applications have been submitted as of August 17.
- New Borough Planner, Ms. Holly Smith, has been hired and is expected to start work OOA Monday, August 22<sup>nd</sup>.



# Haines Borough Planning Commission Meeting July 7, 2016 MINUTES Approved

- 1. <u>CALL TO ORDER/PLEDGE TO THE FLAG</u> Chairman **Goldberg** called the meeting to order at 6:32 p.m. in Assembly Chambers and led the pledge to the flag.
- 2. <u>ROLL CALL</u> Present: Chairman Rob Goldberg, and Commissioners Lee Heinmiller, Brenda Josephson, Don Turner III, Heather Lende and Rob Miller. Larry Geise absent.

**Staff Present:** Bill **Seward**, Manager; Jan **Hill**, Mayor; and Kathryn **Friedle**, Interim Planning and Zoning Technician.

Also Present: Diana Lapham/Liaison, Paul Nelson, Carol Tuynman, Michael Case, Margaret Friedenauer, Jean & Gerard Ballanco, Ellen Larson, Sheldon Scarrott, Burl Sheldon, Karen Garcia, Lee Roberts, Terry Pardee, Tom Morphet, Carol Tuynman, Mark & Lori Smith, and others.

# 3. APPROVAL OF AGENDA

<u>Motion</u>: **Heinmiller** moved to "approve the agenda." **Miller** seconded it. The motion carried unanimously.

**4. APPROVAL OF MINUTES** – June 9, 2016 Regular Meeting Minutes.

**Heinmiller** recommended one change to the June 9, 2016 PC minutes: under section D.2. **Request for a Platting Action to Reserve a Potential Conflict**, change first sentence to read "The commission discussed the potential for conflict among uses along First Avenue *South.*"

<u>Motion</u>: Turned moved to "approve the June 9, 2016 minutes as amended," and **Heinmiller** seconded it. The motion carried unanimously.

# 5. PUBLIC COMMENTS

**Tuynman** emphasized artistic work going on at the Fort Seward Barracks area, with main focus on protecting open land for parks in Haines. **Morphet** would like to see the corner of Main Street & 3<sup>rd</sup> Ave. become a combination of commercial property and a park. **Nelson** stated that the Haines Borough has broken the law in violation of Coastal Mgmt. Code. **Roberts** would like to see the corner of Main Street & 3<sup>rd</sup> Ave. become a community agricultural area with an emphasis on senior and school participation. **Pardee** emphasized the need for more commercial property on Main Street, as was the original vision of the Haines Borough when the old school was torn down. Pardee also asked why the Planning Commission was not part of the original planning process for the boat harbor.

# 6. CHAIRMAN'S REPORT—None

# 7. STAFF REPORTS

# A. Planning & Zoning Staff Report

A monthly list of permits issued was submitted in the PC packet. **Friedle** reported that two recent setback violations have been reported.

- 8. PUBLIC HEARINGS—None
- 9. <u>UNFINISHED BUSINESS</u>—None

# 10. NEW BUSINESS

- A. Historic District/Building Review—None
- **B.** Haines Borough Code Amendments
  - Allowing Accessory Apartments in Light Industrial/Commerical Zone— Discussion Item—Goldberg addressed the definition of Accessory Apartment as it relates to Light Industrial Zone. Commissioners discussed question of apartments built and then what happens if business closes, as it is not zoned for SFR.

Motion: No action taken—no change in code.

2. Reviewing Haines Coastal Zone Management Plan in Chapter 18.110 – Action Item—Goldberg explained that the State repealed all ordinances related to the Coastal Zone Mgt. Plan (CZMP) in 2011. Portions of Chapters 3 & 4 of the Plan we incorporated into the Haines Comprehensive Plan, but were null and void in 2012 when the Plan was deleted by the State. Nelson states that the borough has violated the law by not following the plan in HBC 18.110. Commissioners discussed updating Comprehensive Plan (CP) in the near future (to do every 8 years) and incorporating parts of the CZMP in the CP.

<u>Motion:</u> No action taken—Goldberg will request attorney's opinion on code change and combining CZMP into CP.

- C. Project Updates—None
- **D. Other New Business** 
  - 1. Classification of Borough lands for Sale—Lot 8A, Primary School Subdivision Action Item—Lori Smith and Terry Pardee stated interest in purchasing Lot 8A for commercial purchases. Goldberg defined process involved to classify lot for sale. Lende & Heinmiller discussed the need for a business plan to be submitted prior to sale consideration. Scarrott, Larson, Sheldon and Ballanco stated need to preserve land for future and either leave it as is or make it into an urban park. Lapham stated borough financial situation as need for more commercial businesses.

<u>Motion:</u> Josephson moved to table sale of Lot 8A. **Turner** seconded it. Motion failed 2-4.

<u>Motion:</u> **Josephson** moved to classify Lot 8A for sale. **Turner** seconded it. Motion failed 2-4.

# 11. COMMISSION COMMENTS—None

# 12. CORRESPONDENCE

a. Memo from the Clerk Re: Draft Ordinance to Add General Park Governance to Code—Discussion Item—Goldberg updated Commissioners that a

committee has been formed to work on the language for park governance and that **Lende** and **Goldberg** are on that committee.

# 13. SET MEETING DATES

- A. Regular Meeting Thursday, August 11, 2016 6:30 p.m.
- **14. ADJOURNMENT** 8:35 p.m.

# **Julie Cozzi**

From: Rob Goldberg <artstudioalaska@yahoo.com>

**Sent:** Friday, August 12, 2016 10:15 AM

**To:** Julie Cozzi; Kathy Friedle

**Subject:** August Planning Commission meeting summarry

Hi Julie and Kathy,

Here is the meeting summary for August:

8A - Braaten Request to purchase ROW on FAA Road

The Commission voted unanimously to follow the Manager's recommendation and recommend that the Braatens be allowed to purchase part of the Borough ROW along FAA Road.

The Commission would also like Borough staff to research the ROW width along FAA Road, as different plats show different widths. In some places the width is 60', in others 100', and in others 30'. The Commission suspects that a mistake was made years ago and copied in subsequent plats. Another issue is the 50' easement on the edge of the Braaten's property that goes to the Bear Trails subdivision. Is the easement just on the Braaten's side of the property line, or is it on both sides of the line?

10B1 - Apartments in the Light Industrial/ Commercial zone

The Commission did not take action on this topic. The discussion centered around residential uses and industrial uses being incompatible. Changing the Code to allow more residential uses in the LIC zone is not a good idea at this time.

10B2 - Haines Coastal Management Plan

The Commission voted unanimously not to change anything in Code regarding the Haines Coastal Management Plan at this time. However, the Commission would like the portion of the proposed ordinance that deals with the Commission's review of Borough projects to go to the Assembly. (Julie, I will come talk to you about this.)

The Commission intends to deal with the Code revisions regarding the Coastal Management Plan separately from the review of public projects. A workshop will be scheduled for November to extract what we think is valuable from the plan and inset it into Code as per the recommendation from the Borough attorney. The reason for not making changes now is the commissioners felt that if the plan were eliminated it might be more difficult to put parts of it into Code.

10D1 - Rainbow Acres Subdivision

No action was taken on this issue. It is a civil matter that is being handled by the Borough Manager.

Thanks.

Rob

Rob Goldberg and Donna Catotti Catotti and Goldberg Art Studio PO Box 1154 Haines, AK 99827 USA 907-766-2707 artstudioalaska.com

# Haines Borough Assembly Agenda Bill

Agenda Bill No.: 16-663
Assembly Meeting Date: 8/23/16

Business Item Description:	Attachments:
Subject: Resolution Authorizing 2016 Consideration	1. Memo from B.Ryan and Alaska Heliskiing Map
of Map Amendment Proposals Received by 5/31/16	Proposals submitted 5/31/16  2. SEABA Proposal for Amendment to Commercial Ski
Originator:	submitted 5/31/16
Borough Clerk	
Originating Department:	
Administration	
Date Submitted:	
6/13/16	

# Full Title/Motion:

This is an informational/discussion item only. Action is not yet needed. The 9/13/16 agenda will include a resolution for assembly consideration. The resolution has to wait until Ordinance 16-08-441 is adopted to give the assembly the authority.

Administrative Recommendation:	

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

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

# **Summary Statement:**

On 6/28/16, following a public hearing, it became very apparent the existing heli map review timeline was unworkable, and the assembly passed the following motion: "Postpone Resolution 16-06-681 until staff brings an ordinance to correct the code," and the motion carried unanimously.

Ord. 16-08-441 is currently before the assembly and, if adopted, will provide for a workable timeline for the future. However, the ordinance will also provide the assembly an ability to adopt a resolution allowing a map review outside of the normal timeline (provided it does not stray from the three-year map review cycle policy). Staff intends to bring forward a substitute resolution on 9/13/16 fthat would allow the proposals received by 5/31/16 to still be considered during 2016. It would set a temporary timeline to deal with these timely proposals. Note: Both SEABA and Alaska Heliskiing submitted map amendment requests by May 31. They are attached to this agenda bill for information purposes.

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

Assembly Action:	
Meeting Date(s): 6/28, 8/23/16	Public Hearing Date(s): 6/28/16
	Postponed to Date:

# Mayor and Assembly

On May 31, 2016 when I was the interim borough manager I receive the following emails from S Diggity (Sean Brownell) indicating that they were interested in reviewing 7 areas on an attached map during "the Heliski area map amendment process that will occur this next month." I was unfamiliar with this process but was aware that SEABA had requested a "Nontemporary Amendment of the Haines Borough Approved Commercial Ski Tour Areas Map." and assumed this was what Mr. Brownell was indicating. As you are aware the timeline for this process is confusing and it appears the Assembly is going to take up amending the code so the process is clear and the timeline is more realistic. Either way in hindsight I should have followed up with Mr. Brownell and provided this correspondence to the Mayor and Assembly. I have attached the email correspondence and map for your reference. If you have further questions please let me know.

Sincerely

Brad A. Ryan

# **Brad Ryan**

From: S Diggity <heliskialaska@gmail.com>
Sent: Tuesday, May 31, 2016 10:53 AM

To: Brad Ryan

Cc: Timothy Thomas; Ryan Johnson

Subject: Map amendment

Attachments: image1.jpeg; ATT00001.txt

Greetings Mr Ryan,

There are 7 areas on the map that we would like to take a look at at during the Heliski area map amendment process that will occur this next month.

There are many reasons why we wish to include these areas in the future for Heliskiing in Haines.

The map I have submitted numbers 1-7 and the reasons we would like to include these areas are as follows, 1.) in zone 1 the line should follow the peak tops

- 2.)The additional area contains high safe spots where the helicopter can safely perch and see skier activities on slope. Being able to watch from a safe vantage point adds increased safety for guides and guests because the helicopter can respond to incidents more quickly.
- 3.) This area has trees on slope which will allow for good visibility for pilots and guests and increase safety when the weather is not ideal and it is precipitating lifhtly or the skies are grey.
- 4.)this area is one of the more sought after film runs in Haines and is one of the runs that has helped make Haines as famous as it is. It's a real shame that we lost this run. Residents of mosquito lake assumed that we would be skiing down into the slopes above their homes if this area were open. The reality is that we are not skiing down into the mosquito lake area and staying well above and to the north. Activity here will go unnoticed. The illustrated terrain is on the backside north face of four winds peak. Our filming customers eagerly await the good news of being able to access this peak again (storm troopers).
- 5.) We would like to confirm if this line follows the peak tops, it's hard for us to be sure on your map.
- 6.)This area on takhin ridge is a relatively tight high mountain valley that has helicopter activity occurring in it already. We are already landing near the bottom of this valley for pickups and allowing us to ski a handful more slopes in this area will make this zone way more user friendly. We've been given half of the cirque and by completing the horseshoe shape we will have a better variety of aspects to ski which could enhance safety and will improve the quality of the experience for our guests. It's important to have areas that are suitable for up to 4 helicopter loads of guests. This increases safety and efficiency of operations. Everyone can sea each other from various runs that are across from each other and having eyes on only increases response time if an incident occurs.
- 7.) we've never seen a goat or tracks in this area, there is little to no vegetation, and the slopes are gentle and low angle as well. We highly doubt this important winter goat habitat. From mid February to mid March this area could provide additional mellow fun terrain for the intermediate skier and terrain that is easier to mitigate avalanche hazards that may exist early season. Its a safer zone to ski when there's not a lot of other stable options. We wish to ski this early in the season before March 31.

# **Brad Ryan**

From: S Diggity <heliskialaska@gmail.com>
Sent: Tuesday, May 31, 2016 10:57 AM

To: Brad Ryan; Timothy Thomas; rpjalaska@gmail.com

**Subject:** Fwd: heli skiing permit system in BC

This is a letter I received from don vanderhorst who was a leader in creating the Tenure System for Heliskiing in BC.

Shred the Pow

Begin forwarded message:

From: "don.vanderhorst@telus.net" <don.vanderhorst@telus.net>

Date: March 8, 2016 at 7:10:07 AM AKST To: S Diggity <a href="mailto:heliskialaska@gmail.com">heliskialaska@gmail.com</a> Subject: heli skiing permit system

Sean:

I have had an opportunity to review what you have sent me to this point, along with the recent article (heli ski wars). The article was very helpful in understanding the background to the current situation, and what has been done (by government) to this point to figure out a resolution.

I think the starting point in my comments is to go back to the late 1970s and early 1980s, when heli skiing (and eventually snowcat skiing) was starting to develop as a legitimate business in BC. During that time, I was working in the provincial government, and had the responsibility to implement the policy at that time, so I have good sense of what happened, and why it happened, at that time.

Prior to any land use policy being put in place, heli ski operators were essentially skiing wherever and whenever. There were no rules, regulations, etc....but it was clear to the Province, and to the industry, that as this activity grew, land use policies would be needed. Operators (and government) were increasingly concerned about safety (e.g. more than one operator in the same areas, etc), impacts to other users (public, other industrial users) and wildlife values, and operators looking for certainty for their business...they were marketing a particular product..they wanted to ensure that when they took their clients to a specific location, the product they had promised (and marketed) would in fact be there for them to use (e.g. that someone else had not gone out and skied the area before they did).

So, the outcome of those early discussions between the industry and government was the creation and implementation of the Commercial Mechanized Ski Guiding Policy (CMSGP). What that policy did was to create individual operating areas for each operator (in the initial years the tenures...licenses...were run based...but that changed into area based tenures not long afterwards). The understanding was that each operator would have exclusive use for that area (exclusive for heli skiing), but other non skiing activities could still occur, etc. Each operator was asked to meet with government and outline where and how they operated

(management plan), how many clients they took out, etc. That info in turn was used to create a License of Occupation or tenure agreement. With the license agreement in hand, the operator had certainty in where they could operate, without having concerns that another heli ski operator would use the same area. In return, the operator had to pay fees to government, provide proof of insurance, and provide a security deposit, along with other requirements.

That original land use policy (CMSGP) has of course changed over the years, and today we have what is called the Adventure Tourism Policy, but if one reviews the AT Policy, many of the provisions are not that different from what was implemented in the early 1980s.

It is unclear to me, from the info I read in the newspaper article, why the government, in Alaska, decided to open up the heli skiing terrain using a proposal/bid proposal, when it was apparent that more than one company had been operating in that area. My initial thought was...if more than one company has been operating to this point, if we (that being government) are going to establish a permit or tenure for these companies would it not more sense to review exactly where every one is operating...and possibly looking at permitting all or some of them, as opposed to only allowing one operator. In reading the article, the process used by government has resulted in no permit and everyone upset.

BC's Adventure Tourism Policy (which includes a wide variety of adventure tourism activities) is an excellent model on how tenures and permits for heli skiing can be implemented. It maybe that the government in Alaska has a similar system...I have not reviewed that in any detail.

Over the past 20 years, since leaving government, I have assisted a wide range of heli and snowcat operators throughout BC with their tenure agreements (new applications, renewals, amendments) plus assisting operators with other permits (Parks Use Permits, License to Cut for timber removal, water licenses, etc). A key part of most of the work is preparation of a comprehensive management plans. These plans outline the details of how, where, when, etc each company operates. In addition to assisting individual operators, I have also been contracted by the Province to assist in setting up and implementing a proposal which allows for heli sk companies to submit competitive bids for a new area. That work has also involved reviewing the various bids and making recommendations to government on which company should be issued a tenure/permit. As well, I have been contracted by individual heli or snowcat companies to assist them when preparing and submitting a bid for a certain area when a specific area for heli or snow cat skiing has been made available for a competitive process. In other words...I have worked in virtually all parts of the tenuring system...in government and for the companies, over the last 40 years...so I have a pretty good sense of how all of this works..e.g. what works and what does not. As an aside, I am also on the Policy committee for HeliCat Canada

So....going back to the situation you face. Clearly some form of tenure or permit system is necessary to manage the heli skiing activities...and the process previously used by the Alaska government is an indication they, as well as the operators, want something in place as well. My understanding of what the Alaska government has done to this point, or what they would like to do to address the current situation involving the heli ski operators, is minimal....but I can say this...what BC has done over the past 35 years is definitely a great model to consider (and to be fair...perhaps the Alaska government has exactly done that)

From my perspective, I think that if historically more than one operator has been able to exist and provide heli skiing activities in that area, is there not an option to see if more than one permit or tenure can be issued, rather than only allow one through a competitive process. But perhaps there are mitigating circumstances that do not allow this..therefore the process used to this point

has been to focus on a competitive process that ultimately allows only one company to operate.

I have been able to provide some initial thoughts. I can certainly elaborate more on the AT Policy as well as comments and recommendations on the previous competitive processes I have worked on (both from the perspective of government and that of the operator)

I am certainly open for a phone chat at your convenience.

Don

Don van der Horst DON VANDERHORST CONSULTING LTD 52 Deerwood Place Port Moody, BC V3H 4X7 I 604 802 1864



From: Sunny Sundberg

To: <u>Brad Ryan; Julie Cozzi; Jan Hill</u>

Subject: Request Nontemporary Amendment of the Haines Borough Approved Commercial Ski Tour Areas Map.

**Date:** Tuesday, May 31, 2016 9:47:01 PM

I would like to initiate this based on the following:

"The Haines Commercial Ski Tour Area MAP includes the BLM lands. Under scrutiny and the knowlege of then borough manager David Sosa, it was publicly recognized in late June of 2015 that the borough has no authority over these lands."

I believe this puts the borough map and the managment authorities in a liable position and could set the borough up for many map changes in the future based on what happens with BLM lands and their management.

I would suggest removing these lands from the borough map. This would bring the borough into legal compliance with its ordinance regarding commercial ski tours generated by helicopters.

Since the BLM lands would simply be removed from the map off of the existing Haines Borough Approved Commercial Ski Tour Area MAP. I am not submitting a file for this as it already exists.

I also want to take the time to suggest that there are areas on the map that can be identified for small expansions of terrain on some areas not contested.

We agreed as an community to let the map exist for 3 operating years before we messed with it, and at this point it has been three years. We always have said that this document was to be a living document, meant to be looked at, debated and refined.

I believe this would also be a good time as BLM and the State have collected better numbers for wildlife.

I would hereby request that the manager review these items and convene a map committee.

I do not believe there us much to task, nut there is also the CIV provisional areas of the HBACSTA Map that were placed in the map that should be debated, and considered once again. Scott Sundberg **SEABA LLC** 1. To initiate nontemporary amendment of the Haines Borough Approved Commercial Ski Tour Areas map, the assembly shall adopt a resolution, following a public hearing, that articulates the reasons to consider amendments to the map and authorizes the borough manager to convene a heliski map committee according to the following procedures: a. Proposals for map amendments may be submitted to the borough manager from May 1st to May 31st. Proposals shall be in writing and include an illustration of the general subject area and rationale for the amendment. b. After May 31st and prior to June 10th, the manager shall convene an advisory committee to review the proposed map amendments. The committee shall include the following five voting members:

(1) A representative of a local conservation organization, appointed by the mayor;

(3) A representative from the heliski industry selected randomly by current Haines Borough

(4) Two members chosen randomly from Haines Borough residents who petition to be

(2) A member of the Haines Borough assembly;

heliski permit holders; and

members of the committee.

I am willing to sit on the seat if chosen.

Thank you for your time.

- c. The committee shall to every extent possible involve ADFG area wildlife biologists and Bureau of Land Management (BLM) in its deliberations, including forwarding all proposals for map changes to the ADFG and BLM, seeking ADFG and BLM testimony, and requesting comments from ADFG and BLM on all draft recommendations before they are sent to the manager.
- d. The committee shall organize itself as to procedure and shall make a recommendation to the manager on or before July 15th. The manager will not be bound to the recommendations but shall present them to the assembly for consideration.

Scott Sundberg GM / Guide SEABA LLC www.seaba-heli.com office: 907 766 2010

cell: 907 314 0445

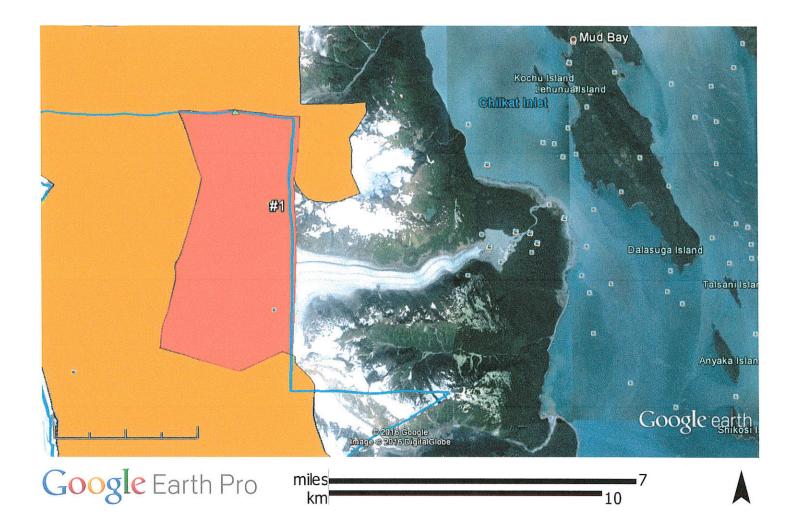
#### Recommended map changes

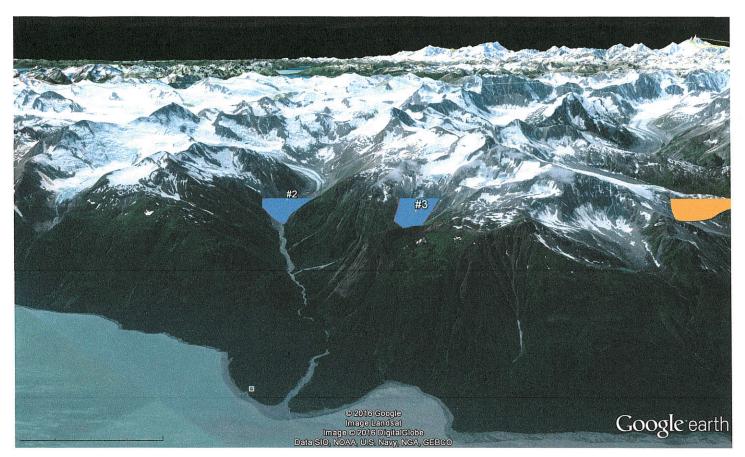
#### 2016

- 1. This area has been excluded from the map, although we are permitted to use the area through BLM it needs to be added if the BLM terrain stay on the existing map.
- 2. This area is less than a ½ of a sq mile and tucked behind the front range of the Chilkat inlet. It would provide more safety and option for pick up while we ski in this area.
- 3. This is just one valley north of #2 and has been historically used for 13 years, without any complaint. This would simply allow the industry to provide more efficient and safe landings for it customers.
- 4. This area I believe was suppose to be included in the changes in 2013, but the mapping was done incorrectly. The original hand drawn maps were lost, but at this time since the area is in the trees, there are no pickups and this has rendered this general area unusable for the past three years. It needs to be added.
- 5. This was also a case with # %, terrain was removed from this area, but to much was taken so that landings on top of this peak that has always been apart of the map, was removed and made unusable. It created a situation that over 6 sq mile of ski terrain was removed from the map accidently because of no top landing; Needs to be added back in.
- 6. This area is highly used by snow cat, snow machine and by heli skiers, at least above the orange boundary, we simply want to drop the line to extend terrain and have lower pickups. This would only create more low angle terrain for safe skiing.
- 7. The area in green is the BLM, as the borough has no authority over regulating it, then it should simply be removed from the map.

Thank you for considering these changes. The industry has been quiet even though terrain was removed from the map three years ago that was not suppose to be, decreasing our skiable acreage even more.

Scott Sundberg SEABA

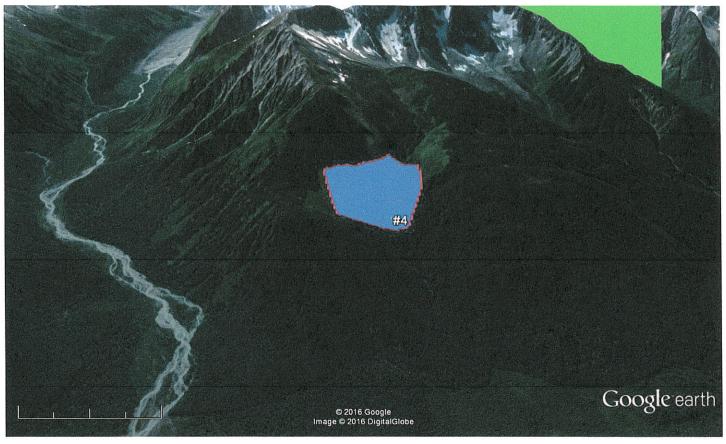




Google Earth Pro



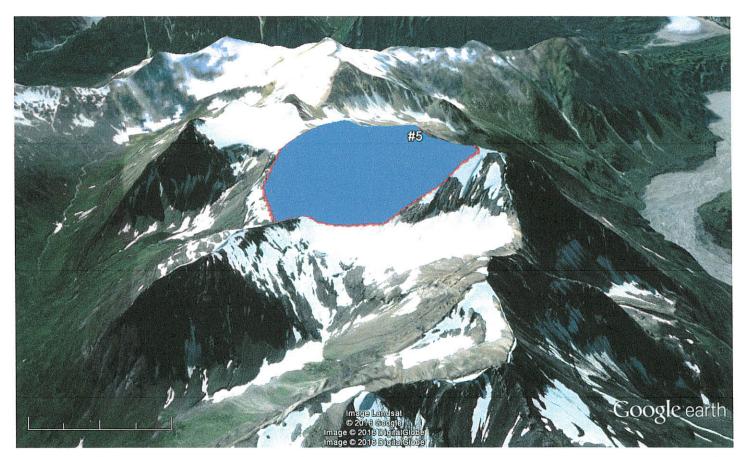








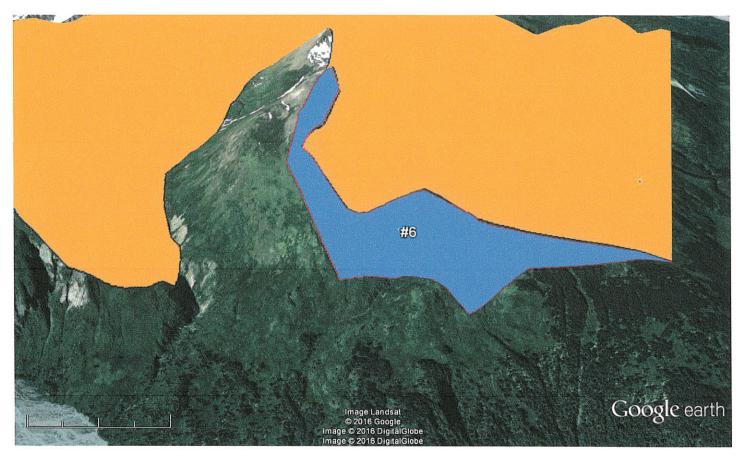








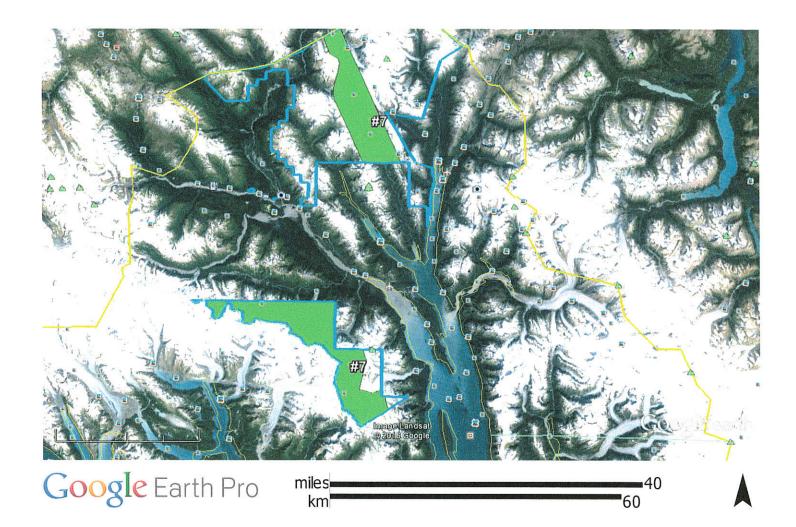




Google Earth Pro









#### Haines Borough Assembly Agenda Bill

Agenda Bill No.: 16-673
Assembly Meeting Date: 8/23/16

D 1 11 D				<u> </u>		
Business Item Des	<del>-</del>		Attachments:			
Subject: Local Haines State Forest Management		<ol> <li>Resolution 16-08-687</li> <li>8/11/16 Letter from Haines Chamber of Commerce</li> <li>Previously-adopted Resolution 15-03-618</li> </ol>				
Originator:				74 (1886)4.1811 18 88 818		
Borough Manager	L					
Originating Department Administration	Ι:					
Date Submitted:						
8/18/16						
Full Title/Motion:						
	40.00.007					
Motion: Adopt Resolution	16-08-687.					
Administrative Rec	ommendation:					
The borough manager rec						
	·					
Fiscal Impact:						
Expenditure Required	Amount Budgeted	Appr	opriation Required	Projected Impact to Future Operating Budgets		
\$0	\$0	\$ 0		Office closure may affect tax revenue		
\$0	\$0	ψU		Office closure may affect tax revenue		
Comprehensive Pla	n Consistency Re	eview	<b>':</b>			
Comp Plan Goals/Object	ctives:					
pgs 101-102; objective 3M, pg 110		Consistent: ■Yes □No				
Summary Statemer	nt:					
The 286 000-acre Haines S	State Forest is one of th	ree des	signated state forests o	owned and managed by the state.		
				manage this resource for multiple		
				sistance, wildland fire suppression for		
Upper Lynn Canal commur	nities, and protection of	health,	water quality and fish	habitat.		
The state is considering clo	osing the Haines office a	and ma	naging the forest from	afar. The Haines Borough Assembly		
and Administration request	the state maintain an o			provide direct and responsive		
management of the Haines	State Forest.					
Referral:						
Referred to:			Referral Date:			
Recommendation:			Meeting Date:			
I				-		
Assembly Action:						
Meeting Date(s): 8/23/1	6		Public Hearing Da	te(s):		

Postponed to Date:

#### HAINES BOROUGH, ALASKA RESOLUTION No. 16-08-687

# **Draft**

A Resolution of the Haines Borough Assembly requesting the Alaska Department of Natural Resources' Division of Forestry to maintain an office and local staff in Haines to manage the Haines State Forest.

WHEREAS, the Haines State Forest is one of three designated state forests owned and managed by the State of Alaska for the benefit of Alaskans in perpetuity; and

WHEREAS, the Haines State Forest is the source of all resources that support the economy and enhance the quality of life for Haines residents and visitors, and

WHEREAS, the Department of Natural Resources' Division of Forestry has maintained an office in Haines since 1965 for the purpose of managing this resource for multiple uses and sustained yield, including industry, community forestry, land-owner assistance, wildland fire suppression for Upper Lynn Canal communities, health protection and protection of water quality and fish habitat; and

**WHEREAS**, the local office has developed a collaborative approach to management with the Division of Parks, Division of Land, Mineral and Water, the Alaska Dept. of Fish and Game, Takshanuk Watershed Council, Chilkoot Indian Association and the Haines Borough; and

WHEREAS, management of forest resources and continued timely maintenance of the road system accessing the resources for resource protection, a diversified economy and citizens' subsistence can best be accomplished only with local knowledge, historical relationships and cultural roots; and

**WHEREAS**, the Haines State Forest has provided revenue for the State of Alaska for decades and can grow an even greater return to the State with direct management and accounting practices,

**NOW**, **THEREFORE**, **BE IT RESOLVED** that the Borough Assembly requests the Division of Forestry maintain an office in Haines to provide direct and responsive management of the 286,000-acre Haines State Forest.

Adopted by a	duly-constituted , 2016.	quorum	of the	Haines	Borough	Assembly	this	day of
Attest:				 Jani	ice Hill, M	layor		
Julie Cozzi, MI	MC, Borough Cler	·k	_					



# Haines Chamber of Commerce

"Working Together to Build Business & Community"

219 Main Street, Suite 14 PO Box 1449 · Haines, AK 99827 907-766-2202 · 907-766-2271 (Fax) chamber@haineschamber.org · www.haineschamber.org

August 11, 2016

Representative Sam Kito III State Capitol Room 422 Juneau, AK 99801 Rep.Sam.Kito.III@akleg.gov

Dear Sam:

We request your attention and intervention in a situation that threatens Haines' economy and Alaska's ability to effectively manage public resources when we can't afford losses on any front.

The Director of Division of Forestry (DNR), Chris Maisch, will be in Haines August 22-24 to meet with the community and explain how the division expects to manage the Haines State Forest from a centralized office elsewhere. We cannot allow this to happen.

We want to impress upon you why maintaining a local forester is so important: a local forester with history in the area can be responsive to subtle trends and anticipate needs that fuel the economy. This benefit was realized by example when the local office responded to a market downturn that closed local mills in the 1990s. By designing smaller timber sales the local office gave birth to smaller but more numerous logging and milling operations. This year, a local entrepreneur was accepted into SeaAlaska's *Haa Aani Pathway to Prosperity* program as a new milling start. Last month the Haines Borough was awarded a US Dept. of Agriculture grant of equipment to begin the local production of wood chips to feed a biomass project funded at \$1.4 million by the state's Dept. of Energy. These new enterprises will generate forest receipts.

The face of our burgeoning economy and our quality of life is forestry. As increasing numbers of tourists and adventurers come into the area seasonally, local tour operators generate forestry receipts that we project at \$60-70K annually within a few years. Exploration of the Palmer Project generates forest receipts in road building. Reality TV follows miners into the Porcupine Mining District; this generates forest receipts. A local forester knows the community and the history of resource issues and can strike a balance between interests competing for forest resources. State policies encourage enterprise, and we cannot afford to disconnect entrepreneurs from the source of decisions that guide and impact their work.

Resource management is vital to our economy not only for product, but also for wages. Those who manage resources are an important strata of the community's labor force; jobs requiring technically-skilled, educated people pay significant wages. When a community loses its upper-

level wage earners, it loses its intellectual resources. Demographic profiles of smaller communities are damaged when the state redesigns the bureaucracy.

While the vitality of the Haines economy is rooted in our local forest, the state has a tremendous historical interest here also. The University of Alaska, Mental Health Trust and the departments of Fish & Game and Natural Resources (Parks) own and manage resources contained within the official Haines State Forest boundaries (286,000 acres). If cutting expenses is the justification for cutting the bureaucracy, we contend that concerted planning to reduce redundancy in administration will reduce costs and retain proactive, accessible boots-on-the-ground local management.

We suspect that the Haines State Forest is undervalued by the administration and the legislature because administrative practices obscure local receipts from permittees by feeding them into the General Fund. Additionally, contributions the local office makes to the health of the state's resource aggregate through collaboration with other related agencies is overlooked. Management should be allowed to dissolve organically only when the relationship between people and the resource dies. When management of local resource is severed at the ground level, all claim to leadership is lost.

It is our sincere and passionate request that the Commissioner of DNR direct the Division of Forestry to re-examine the priorities imposed on the division overall. Closing a resource management office in favor of retaining divisional administration is not in keeping with sustainable resource management practices. We ask your service in maintaining our local forester.

Sincerely,

Kyle Gray, President Greater Haines Chamber of Commerce

#### Copy:

Mayor Jan Hill, Haines Borough, PO Box 1209 Haines, AK 99827
Governor Bill Walker PO Box 110001, Juneau, AK 99811
Lt. Governor Byron Mallott
Senator Cathy Giessel, State Capitol Room 427, Juneau, AK 99801
Senator Dennis Egan, State Capitol Room 417, Juneau, AK 99801
Senator Lyman Hoffman, State Capitol Room 508, Juneau, AK 99801
Senator Bert Stedman, State Capitol Room 30, Juneau, AK 99801
Commissioner Andrew T. Mack
Deputy Commissioner Ed Fogels
DNR, Office of the Commissioner550 W. 7th. Avenue, Suite 1400, Anchorage, AK 99501

# HAINES BOROUGH, ALASKA RESOLUTION No. 15-03-618

# Adopted

A Resolution of the Haines Borough Assembly requesting the Senate Finance Committee provide support to the Division of Forestry to maintain an office in Haines to manage the 286,000 acre Haines State Forest.

**WHEREAS,** the Haines Borough Assembly recognizes the significant challenges faced by the Legislature in developing a budget during a time of fiscal constraints; and

**WHEREAS,** the State Division of Forestry has been present in Haines managing the 286,000 acre resource within the area now known as the Haines State Forest since 1965; and

**WHEREAS,** the landmark compromise legislation that created the Haines State Forest Resource Management Area and the Chilkat Bald Eagle Preserve in 1982 as a balanced management strategy agreed to by the communities of this region could not have been accomplished without the assurance of responsible local management of those State Lands; and

**WHEREAS,** the current local management of the Haines State Forest provides direct employment for businesses in the timber industry in our rural communities as well as indirectly affecting core businesses in our economy involved in tourism, such as sight-seeing, adventure tours and heliskiing; and

**WHEREAS,** the continued timely maintenance of the road system accessing the resources of the Haines State Forest is critical to the citizens' subsistence and commercial use of those resources which can only be accomplished under local management; and

**WHEREAS,** Wildland Fire Suppression for the Upper Lynn Canal communities is provided by the Division of Forestry office in Haines and managing those responsibilities from other areas of the state would mean a delay in response time and effectiveness leading to additional cost to our communities and the state; and

**WHEREAS,** the Haines State Forest has provided revenue for the State of Alaska for more than 50 years and can provide the greatest return to the State in the future through responsible long term management of our renewable resources; and

**WHEREAS,** the Haines Borough recognizes the long term sustainability of resource revenue will have significant impacts on this rural community's ability to become financially independent and self-sustaining through continued responsible management and access to the resources of the Haines State Forest,

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Assembly hereby urges the Senate Finance Committee to provide support to the Division of Forestry to maintain an office in Haines to manage the 286,000 acre Haines State Forest. The Borough requests that the Department of Natural Resources be empowered to raise additional revenue through local timber sales and be empowered to locate at least one employee in the Haines office.

Adopted by a duly-constituted quorum of the Haines Borough Assembly this 24<sup>th</sup> day of March, 2015.

Attest:

Julie Cozzi, MMC, Borough Clerk

OCTOBER 17

2002

ANNES BORO

PE OF ALA

#### Haines Borough Assembly Agenda Bill

Agenda Bill No.: 16-673
Assembly Meeting Date: 8/23/16

Business Item Des	cription:		Attachments:			
Subject: Response to Public Comments During			1. Ordinance 16-08-4	142		
Assembly Meetings						
Originator:						
Borough Manager Originating Department	<u>.</u>					
Administration	ι.					
Date Submitted:						
8/16/16						
Full Title/Motion:						
	ce 16-08-442 and set a	first pu	ublic hearing for 9/13/16	6 and a second public hearing for		
9/27/16.						
Administrative Rec	ommendation:					
Fiscal Impact:						
Expenditure Required	Amount Budgeted	Appr	opriation Required	Projected Impact to Future Operating Budgets		
\$ n/a	\$ n/a	\$ n/a	1	n/a		
Comprehensive Pla	n Consistency Pa	wiew	7•			
Comp Plan Goals/Object		VICVV				
		Consistent: ■Yes □No				
Summary Statemer	nt:					
				g to public comments during ons, and this ordinance was drafted		
Referral:						
Referred to: Recommendation:			Referral Date:	leeting Date:		
Accommendation.			IV	leeting bate.		
Assembly Action:						
Meeting Date(s): 8/23/16			Public Hearing Date(s):			
_			Postponed to Date:			

# HAINES BOROUGH, ALASKA ORDINANCE No. 16-08-442 Draft

An Ordinance of the Haines Borough amending Haines Borough Code Title 2 to add feedback instructions for the public comments portion of the order of business for borough assembly meetings.

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

- Section 1. <u>Classification</u>. This ordinance is of a general and permanent nature and the adopted amendment shall become a part of the Haines Borough Code.
- Section 2. <u>Severability</u>. 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. <u>Effective Date</u>. This ordinance is effective upon adoption.
- Section 4. <u>Amendment of Subsection 2.10.020</u>. Subsection 2.10.020 of the Haines Borough Code is hereby amended as follows:

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

#### 2.10.020 Order of business.

The assembly shall establish an agenda format to address the appropriate order of business. The format may vary according to the needs of the regular or special meeting and shall identify each agenda item that may be acted upon with sufficient descriptions that a reasonable person would understand the topic or subject. The following order of business shall be in general use:

- A. Call to order;
- B. Pledge to flag;
- C. Roll call:
- D. Approval of agenda/consent agenda;
- E. Approval of minutes;
- F. Public comments:
  - 1. If the comments are deemed debatable, the chair may provide a point of clarification;
  - 2. At the conclusion of the citizen's comments, they may solicit a response from a member of the assembly;
  - 3. When a member has been recognized by the chair, they have the floor for the stated allotted time;
  - 4. The recognized member may yield the floor to another member if they so desire through consumption of the allotted time;
- G. Mayor's comments/report;

#### Haines Borough Ordinance No. 16-08-442 Page 2 of 2

H.	Public hearings;
1.	Staff/facility reports;
J.	Committee/commission/board reports and minutes;
K.	Unfinished business;
L.	New business:
	1. Resolutions;
	2. Ordinances for introduction;
	3. Other new business;
M.	Correspondence;
N.	Set meeting dates;
Ο.	Public comments;
P.	Announcements/assembly comments;
Q.	Adjournment.
	BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS
ATTEST:	Janice Hill, Mayor
Julie Cozzi,	MMC, Borough Clerk
Date Introduced Date of First Pul Date of Second	blic Hearing://_

# **Borough Policy**

# Workplace Violence Program

#### **Table of Contents**

- I. Purpose
- **II.** Definitions
- III. Responsibilities
- IV. Training
- V. Reporting Procedures
- VI. Appendix A Types of Workplace Violence
- VII. Appendix B Workplace Violence Report Form



# I. Purpose

The Haines Borough will take all reasonable steps to provide a safe and secure work environment for all employees. The Borough has a "zero tolerance" for incidents of workplace violence and will not tolerate acts of Workplace Violence as defined below. Harassment, intimidation, assaults, stalking, or other violence, including threats of violence, direct or implied, by or against its employees, is prohibited. For Borough employees, violation of this policy may lead to disciplinary action up to and including termination from employment. Violations of this policy may also be reported to law enforcement authorities, as appropriate, or may subject violators to other legal action.

# **II.** Definitions

Workplace Violence is defined as those incidents of violence that occur outside of normal job expectations or are not generally expected as part of regular staff duties. Incidents of violence my include but are not limited to physical or verbal threats in person, by letter or note, telephone, facsimile, or electronic mail; intimidation, harassment to include sexual harassment, attempted robbery, robbery, and destruction of Borough property. All threats are presumed to constitute a statement of intent to harm. For purposes of this program, a verbal threat is defined as any language communication. Serious incidents of workplace violence include but are not limited to physical assault, rape, murder, bomb threats, or incidents involving the use of a weapon. Generally, workplace violence is categorized into four types: violence by strangers, violence by service recipients, violence by co-workers, and violence by personal relations. (See Appendix A). Incidents of workplace violence may occur either at or away from the workplace. The determining factors in assessing whether an incident constitutes workplace violence are: the individuals involved; the relationship of the action to the workplace; and the location of the incident.

# III. Responsibilities

All Borough employees' are expected to adhere to this workplace violence policy and are expected to treat each other with courtesy and respect. All Borough employees' have the responsibility to be familiar with our workplace violence policy and be proactive in the prevention of workplace violence.

The Chief of Police will conduct annual workplace violence assessment to identify the risk factors in the work environment and work practices. The assessments shall include inspecting the workplace, conducting surveys, and analyzing safety records. These assessments will be used to eliminate or reduce potential hazards, while also creating appropriate administrative and engineering controls. However, engineering controls shall not include the installation of any system that restricts or requires any type of locking mechanism that would prevent the

public from doing their borough business pursuant to motion passed by the Borough Assembly on July 12, 2016.

# IV. Training

The Haines Borough will provide relevant training and education on the following:

- Incident reporting and documentation procedures
- Procedures for filing a police report
- Workplace Violence Awareness
- De-escalation strategies

Training curriculums may be subject to change as necessary. Training will be offered to employees on an annual basis.

#### VI. Reporting Procedures

Borough employees or supervisors who witness or experience an occurrence or suspected occurrence of workplace violence must report the incident to their immediate supervisor or other appropriate manager. The supervisor chain will determine whether police involvement is necessary. Conversely, if the employee feels that they are in immediate physical danger, they may call the police. Police can be called from any Borough building by dialing 911. After notifying the appropriate authorities, employees shall immediately report all serious incidents of workplace violence to their supervisor. (See Appendix B)

Employees will be guaranteed that any incidents will be promptly and confidentially investigated and acted upon. There will be no retaliation against an employee who makes a good faith report of potential violence, or actual violence. If questions arise, contact your supervisor.



### Appendix A

#### **Types of Workplace Violence**

There are four types of workplace violence identified by the Occupational Safety and Health Administration in which workplace violence incidents are categorized.

#### **Violence by Strangers**

In this type of incident a stranger commits the violence. This stranger has no legitimate personal or business relationship to the worker or workplace and enters the workplace, usually on the pretence of being a customer, to commit a crime or other violent act. Also, workers may be victimized by strangers outside the "traditional" workplace, but while acting within the course and scope of their employment.

#### **Violence by Borough Service Recipients**

In these incidents, the violence is committed by someone who receives a service provided by the Borough. The violence can be committed in the workplace or outside the "traditional" workplace with service providers, while performing a job related function. This type involves people who are not known to be inherently violent, but are situationally violent. Something in the situation induces an otherwise non-violent customer or visitor to become violent. Typically, provoking situations are those, which are frustrating to the customer, such as denial of needed or desired services or delays in receiving such services.

#### Violence by Co-workers

In co-worker incidents, the perpetrator has an employment relationship with the workplace. The perpetrator can be a current or former employee, a prospective employee, a current or former supervisor, manager, or contractor. Co-worker violence that occurs outside the workplace, which resulted or arose from the employment relationship, is also included in this category. This type can again be divided into two types; 1) Violence between supervisors and subordinates, 2) Violence between worker at the same level.

#### **Violence by Personal Relations**

In personal relationship incidents, the violence is committed by someone who has a personal relationship with the worker, such as a current or former spouse or partner, a relative or friend. Also included in this category is the perpetrator who has a personal dispute with the worker and enters the workplace to harass, threaten, injure or kill. Such incidents are referred to as domestic violence in the workplace.

# Appendix B - Workplace Violence Report Form

I.	HAINES BOROUGH 1. Department		2. FT	2. FT/PT		3. EMPLOYEE ID #		
Workplace Violence								
Report		4. NAME (Last)	NAME (Last) (First)				(M.I.)	
	1							
PA	RT I: EMPLOYEE IDENTIFICATION							
	5. JOB TITLE			6. DATE OF BII		7. SEX 1-MAI	LE 🗆 2-FEMALE	
	8. WORK ADDRESS (Street)						11. WORK PHONE	
	12. SUPERVISOR	13. PHONE #		14. WORK ASS				
	15. WITNESSES: Last First MI			Phone # Job Title (If Applicable)				
	WITNESS#1:		_(	.)				
МНО	WITNESS#3:		_(					
	PERPETRATOR INFORMATION	ON						
	16. NAME (Last)	(First) (N	И.I)					
	19. EMPLOYEE RELATION ☐ 3-CLIE ☐ 1-CO-WORKER ☐ 4-PUBI ☐ 2- SUPERVISOR ☐ 5- SPOU	FICANT OTHER						
	20. ADDRESS	SOD CONTROL		. ZIP CODE 22. PHONE 23. OCCUPATION				
	24. CASE HISTORY INFORMATION (If Applied	cable)						
WHEN		A.M. P.M. REPORTED				/20	29. USUAL / NORMAL WORK HOURS - A.M. P.M. TE OF HIRE / /	
	*NOTE* COMPLETE ONLY ONE SECTION:							
[ <del>-</del> ]	34. 35. ADDRESS / BUILDING	NAME		36. EXACT	LOCATIO	N AT ADDR	ESS (Floor, Area, etc.)	
ERI	☐ INSIDE	CTION						
WH	□ INSIDE  37. 38. LOCATION /INTERSECTION  □ OUTSIDE							
D.A	 RT II: DESCRIPTION OF INCIDENT (Use add	1::1-1						
PA	39. INCIDENT TYPE	unonai sneeis ij necessary)		SPECIFY:		4	40. IOD	
	1 -ASSAULT 2- NEAR-MISS	3-THREAT 4-HARASSME	ENT	5-OTHER			1-YES 2-NO	
0W	41. WEAPON 2- NO 1- YES 42. TYPE / DESCRIPTION OF WEAPON:			43. POLICE CONTACTED  1- YES 2- NO 44. PROTECTIVE ORDER COURT DATE 1- YES 2- NO / /			JRT DATE ES	
AND HOW	45. EVIDENCE OF THREAT/ASSAULT/HARASSMENT? 1-YES 2-NO SPECIFY							
WHAT A	46. DESCRIBE INCIDENT IN DETAIL: WHAT, HOW, WHY; THREAT (S) OR VIOLENT ACT (S) CONDUCTED BY THE ALLEGED PERPETRATOR PRIOR TO THIS INCIDENT? WHAT SPECIFIC LANGUAGE WAS USED IN THE ASSAULT OR THREAT? (Use additional paper if necessary).							
	47. WORK ASSIGNEMENT: PLEASE CHECK  A. Routine/Normal  C. Emergency Response/Assignment	■ B. Non-Routine/Special		nent				
	48. EMPLOYEE SIGNATURE  49. DATE							
					1	/	/20	

PART III: FUNDAMENTAL CAUSE AND CORRECTIVE ACTION / TO BE COMPLETED BY SUPER 50. DISCUSS POSSIBLE FUNDAMENTAL CAUSE (S) OF INCIDENT:	RVISOR
50. DISCUSS POSSIBLE FUNDAMENTAL CAUSE (S) OF INCIDENT:	
51. LIST OR DESCRIBE <u>ALL</u> RECOMMENDED CORRECTIVE ACTIONS:	52. DATE RECOMMENDATIONS IMPLEMENTED
31. LIST OR DESCRIBE ALL RECOMMENDED CORRECTIVE ACTIONS.	/ /20
	7 720
PART IV: SIGNATURE AND DATE	
53. SUPERVISOR SIGNATURE	54. DATE
	022
	/ /20
	/ /20

August 16, 2016

Terry Jacobson P.O. Box 1158 Haines, AK 99827 AUG 1 6 2016

# CLERK'S OFFICE

The following are my suggestions for the Haines Small Boat Harbor proposed expansion.

I am not so much opposed to the harbor expansion as I am to the parking lot expansion. I suggest cutting the parking area in half, keeping Lookout Park where it is, including the beach around it.

It is not a good idea to transform our natural waterfront into a large parking lot. Many other SE towns and cities have totally developed their waterfronts. In Haines, we are lucky to have such a beautiful waterfront.

In all my years of using the present Small Boat Harbor parking lot, very rarely are there not parking places from which to choose. How sad it will be to look down from Front Street, to see a large parking lot. Tourists and residents that walk along this route today, have a much better experience of Haines than they will have if this project goes on as designed.

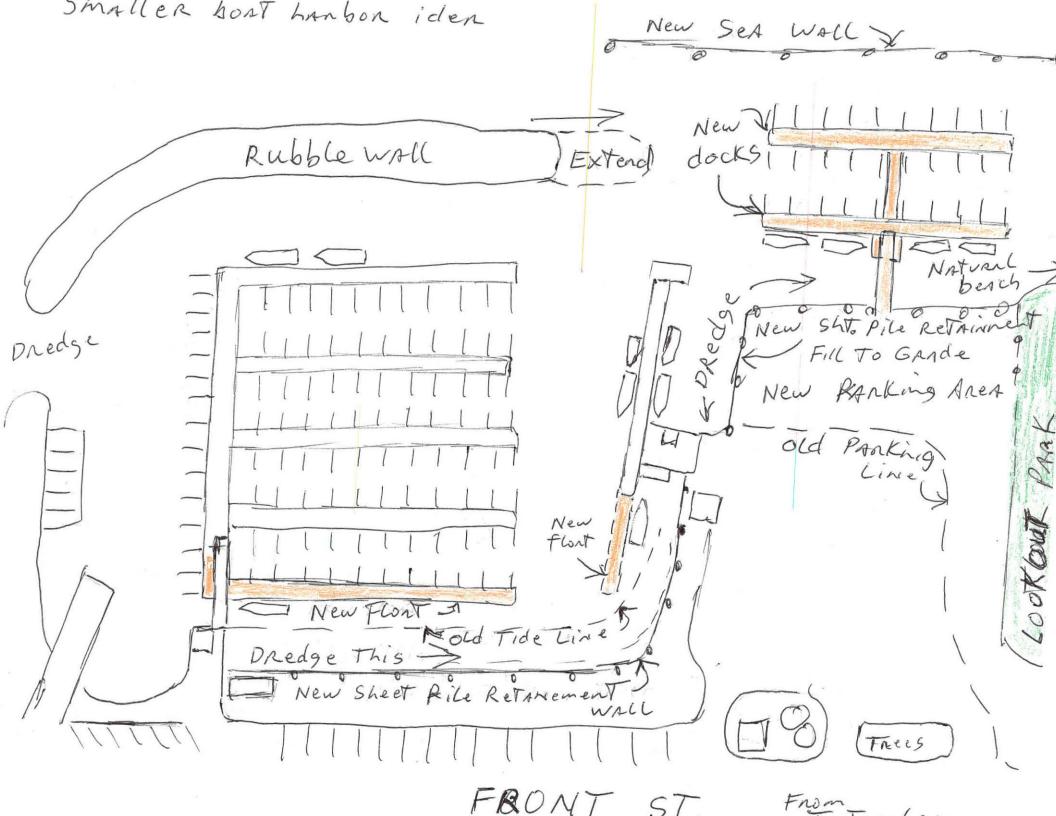
Another idea is to build a small boat harbor just past AML Frieght Dock in Lutak Inlet which is mostly protected. I realize this project has mostly been disigned and is now slated for bidding. I just want to have my say, as a 26-year Haines resident.

Sincerely,

Terry Jacobson

PS, We have seen in The Towns with cange panking LOTS AT Their hanbons, The Lot becomes a stonage area for old docks tpants, large containers, broken vechicates, campens, + Trash.

Terry





Alaska Avalanche Information Center Haines Avalanche Information Center P.O. Box 665 Haines, AK 99827 907-255-2242 – info@alaskasnow.org

907-255-2242 – <u>info@alaskasnow.org</u> <u>http:www.alaskasnow.org</u>

Haines Borough
Julie Cozzi, Municipal Clerk
Box 1209
Haines, AK 99827
jcozzi@haines.ak.us

July 1, 2016

On behalf of the Haines Avalanche Center, part of the Alaska Avalanche Information Center (AAIC) network, we would like to thank the Haines Borough for your FY16 grant award of \$2,800 to support the operations of avalanche awareness and forecasting in Haines.

We are pleased to report that with your support the Haines Forecast Center published 45 public avalanche forecasts this winter, and taught fifteen (15) free community avalanche awareness events reaching hundreds of individuals directly with hands-on training. We also reached more than 5,000 through our weekly radio reports and more than 20,000 unique visitors through our website and Facebook.

Our base of supporters continues to grow. This year the AAIC executed the Alaska Department of Public Safety enabling us to further expand the Haines City gift across Southeast Alaska with classes in Haines, Skagway, Ketchikan, Klukwan and Juneau. Eight of our fifteen classes this year were taught in Haines, mostly to at-risk youth who are just beginning to access the backcountry by ski, snowboard, and snowmachine.

This year we received two additional grants to purchase equipment for a remote alpine weather station. We will be installing this weather station on Mt. Ripinsky this summer to provide crucial real-time mountain weather data to the public as a free service.

We have a number of new and continuing projects in the works for next season that will help further solidify Haines as a winter destination, while greatly increasing safety for locals and visitors. With your help we are accomplishing our mission of preventing injuries and deaths, and increasing safety for those that live, travel, play and visit the mountains surrounding Haines.

Every dollar donated was used to directly support the Haines Avalanche Center and the community of Haines. All outreach beyond the city of Haines was made possible with funding from the Alaska Dept. of Public Safety. You can follow our programs and services at <a href="http://www.alaskasnow.org">http://www.alaskasnow.org</a> or directly at <a href="http://alaskasnow.org/haines">http://alaskasnow.org/haines</a>.

Once again, thank you for your generous support which helped us make a positive impact toward keeping mountain travel and recreation safer for everyone.

Sincerely,

Debra McGhan, AAIC Executive Director

Delira M. Ghan

Erik Stevens, Haines Avalanche Center Director

#### Seasonal Report for the American Avalanche Association, submitted May 15, 2016

HAINES: This season started off strong, if not a little late, with 1-2m of heavy snowfall above 2000ft the first half of November. This set up most of our ski terrain with good coverage and a stable base, just what we like to see. The top layers of very loose, dry powder (which made for great skiing for a week or so) became a curse by late November, however.

We got walloped by a Pineapple Express with 100mph south winds, and 30-60cm of very wet snow followed by heavy rain up to mountain top level, and temperatures that rose 30° F in 24 hours. In advance of this storm we coordinated with AAIC's forecasting director, and other forecasters around the state. It was agreed the conditions may indeed reach into the Extreme category for avalanche danger. This would be the first time Extreme had been used in Haines. We issued the Extreme rating the evening of Nov. 19<sup>th</sup>, lasting through the 21<sup>st</sup>. We produced a special press release that went out on the airwaves to warn of unusually high avalanche danger. The storm hit hard, closing the Klondike highway almost immediately due to avalanche. Reports came in all weekend of people hearing large avalanches coming down the mountains nearby. After the storm had passed we could see that nearly every path had slid, several of them to size 4. One very large slide covered nearly 5,000 vertical feet and tossed trees into Chilkat lake (this area has several private cabin lots that sit in the runouts of large avalanche chutes). Over the next several days, members of the public commented to us that they appreciated hearing our warnings over the radio ahead of time.

That November Pineapple Express was the beginning of a persistent warm regime. Snow levels remained near 2000ft for most of the winter. The season became remarkable for not having a single strong outbreak of arctic air (defined as temperatures below 0°F in town). There was little in the way of skiing below treeline, so riders shifted their focus to the high terrain of the Chilkat pass.

The rest of the season played out as pretty standard. A couple of surface hoar events caused some significant avalanche trouble from February-March. We had 7 close calls reported to us, plus three burials. One slide at the Chilkat pass in April led to a fatality – the fifth in five years. Since it occurred across the border in British Columbia, Avalanche Canada is producing a report on this accident.

The HAIC produced 45 advisories this season. We taught 15 free community avalanche courses in Haines and Skagway, and contributed to education efforts and forecasting at the Arctic Man ski and snowmachine race near Fairbanks. Our website hits continue to increase, and our Facebook page has been hugely popular with about 19,000 post views. We continue to build partnerships with local stakeholders: skiing, guiding, and mining operations. Funding continues to increase each year, as does backcountry use, and sense of community.



Skier triggered avalanche and close call in the Takshanuks, Feb. 2016





Field work and data collection. Dec, 2015



Gathering data at the site of the Haines Center's future remote weather station, April, 2016





Public avalanche awareness and beacon rescue training, Haines. March, 2016



Large natural avalanche cycle on a buried surface hoar layer down 60-90cm. March, 2016