
Haines Borough
Borough Assembly Meeting #249
AGENDA

July 9, 2013 - 6:30 p.m.

Location: Assembly Chambers, Public Safety Bldg.

Stephanie Scott,
Mayor

Dave Berry Jr.,
Seat A
Assembly Member

Steve Vick,
Seat B
Assembly Member

Debra Schnabel,
Seat C
Assembly Member

Joanne Waterman,
Seat D
Assembly Member

Norman Smith,
Seat E
Assembly Member

Jerry Lapp,
Seat F
Assembly Member

Mark Earnest,
Borough Manager

Julie Cozzi,
Borough Clerk

Michelle Webb,
Deputy Clerk

1. CALL TO ORDER/PLEDGE TO THE FLAG

2. ROLL CALL

3. APPROVAL OF AGENDA & CONSENT AGENDA

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

Consent Agenda:

- 8B – Public Facilities Report
- 8C – Library Report
- 9A – Tourism Advisory Board Minutes
- 9B – Library Board of Trustees Minutes
- 11A1 – Adoption of Resolution 13-07-471
- 11B1 – Introduction of Ordinance 13-07-333
- 11B2 – Introduction of Ordinance 13-07-334
- 11B3 – Introduction of Ordinance 13-07-335
- 11C1 – Advisory Board Appointments
- 11C2 – Confirm Hire of Museum Director

4. APPROVAL OF MINUTES – None

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

6. MAYOR'S COMMENTS/REPORT

A. Report of the 2013 Heli Map Amendment Committee

7. PUBLIC HEARINGS

A. Ordinance 13-06-332 – Second Hearing

An Ordinance of the Haines Borough amending Borough Code Chapter 10.44 to provide that parking violations are subject to a civil fine; provide for the content of a notice of violation of parking restrictions; and establish an administrative appeal process for parking violations.

*This is recommended by the borough manager. The government affairs & services committee discussed this proposed ordinance on 7/2/2013. It was introduced on 6/11 and had a first public hearing on 6/25. **Motion:** Adopt Ordinance 13-06-332.*

8. STAFF/FACILITY REPORTS

A. Borough Manager - 7/9/13 Report, 2013 Heliski Season Report, & Front St. Update

***B. Public Facilities – Staff Report for 7/9/2013**

***C. Library – Staff Report of June 2013**

9. COMMITTEE/COMMISSION/BOARD REPORTS & MINUTES

*** A. Tourism Advisory Board – Minutes of 4/24/13 and 5/31/13**

*** B. Library Board of Trustees – Minutes of 5/15/13**

C. Assembly Standing Committee Reports

1. Governmental Affairs & Services Committee

Meeting on 7/2/2013 - Review of Ordinance 13-06-332 and other governmental topics

2. Personnel Committee

Meeting on 7/8/2013 - Review of Resolution 13-06-469, borough manager contract language, and other personnel topics

3. Finance Committee

Meeting on 7/9/2013 - Review of Resolution 13-06-469, review of the current senior or disabled veteran tax exemption process, and other finance topics

10. UNFINISHED BUSINESS

11. NEW BUSINESS

A. Resolutions

*1. Resolution 13-07-471

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a construction contract with Southeast Road Builders, Inc. for the Highland Estates Water System Upgrade project for an amount not-to-exceed \$594,075.

*This resolution was requested by the Director of Public Works. **Motion:** Adopt Resolution 13-07-471.*

B. Ordinances for Introduction

* 1. Ordinance 13-07-333

An Ordinance of the Haines Borough authorizing the issuance of general obligation bonds in an amount not to exceed \$5,050,000 to finance a plan of capital improvements to school facilities of the Borough; authorizing submission to the qualified voters of the Borough at the regular election to be held on October 1, 2013, of a proposition approving this ordinance and ratifying the authorization of the Bonds; appropriating funds for the projects; and providing for an effective date.

*This ordinance requires introduction to appear on the 2013 October ballot for Haines Borough voters. **Motion:** Introduce Ordinance 13-07-333 and set a first public hearing for 7/23/13.*

* 2. Ordinance 13-07-334

An Ordinance of the Haines Borough amending Borough Code Title 2, Section 2.68.510 to change runoff election procedures in cases of candidates receiving less than 40% votes.

*This ordinance was recommended by Assembly Member Schnabel. **Motion:** Introduce Ordinance 13-07-334 and set a first public hearing for 7/23/13.*

* 3. Ordinance 13-07-335

An Ordinance of the Haines Borough, providing for the addition or amendment of specific line items to the FY14 budget.

*This ordinance was originated from a motion made by the borough assembly on 6/25/2013 to additionally fund the State of Alaska in the replacement of sidewalks on Front Street. **Motion:** Introduce Ordinance 13-07-335, set a first public hearing for 7/23/13.*

C. Other New Business

*1. Board Appointments

*Appointment applications have been received for a seat on the Tourism Advisory Board. The mayor plans to make the appointment and seeks assembly confirmation. **Motion:** Confirm the mayor's appointment of Michael Marks to the Tourism Advisory Board for a term ending 11/2016.*

*2. Confirm Hire of Museum Director

*This confirmation is recommended by the mayor. **Motion:** Confirm the Museum Board of Trustee's choice of John Hairr as the new Director of the Sheldon Museum and Cultural Center.*

3. Classification of Mobile Homes– Discussion Item

*This item was recommended by Assembly Member Schnabel. **Motion:** Refer examination of mobile home classification to the Finance Committee*

4. Update on Redistricting Board Activity – Discussion Item

*The borough attorney informed that the Fairbanks Superior Court sent the Alaska Redistricting Board back to work on an aggressive schedule of daily work meetings followed by a series of public hearings in order to produce Alaska voting districts based on the Alaska Constitution. It is possible that this process will result in re-districting Haines, moving Haines from its association with Sitka & other rural communities, and aligning Haines with the Northern Mendenhall Valley & Skagway. During the 6/25/2013 borough assembly meeting the assembly moved to have the mayor "contact some of the other rural community to see if they have preference and to ask the reasons for their preferences." Her attached report summarizes her research and includes further updates from the Redistricting Board. **Suggested Motion:** Refer examination of redistricting proposals to the Government Affairs and Services Committee to prepare a recommendation to the Assembly for July 23, 2013.*

12. SET MEETING DATES

A. Government Affairs & Services Committee

B. Finance Committee

13. PUBLIC COMMENTS

14. ANNOUNCEMENTS/ASSEMBLY COMMENTS

15. ADJOURNMENT



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 13-291Assembly Meeting Date: 7/9/13

Business Item Description:	Attachments:
Subject: Establish Municipal Parking Citation Process	1. Ordinance 13-06-332 2. Explanatory Email from Attorney
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 5/31/13	

Full Title/Motion:

Motion: Adopt Ordinance 13-06-332.

Note: on 7/2/2013 the G.A.S. Committee met to review this ordinance prior to adoption.

Administrative Recommendation:

The borough manager recommends this ordinance.

Fiscal Impact:

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

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.:

Consistent: Yes No**Summary Statement:**

This ordinance establishes a municipal parking citation process and the administrative appeal process by which a person may challenge the ticket if they choose to. The general procedure is essentially required by the new court rules requiring "personal service" for minor criminal infractions, including parking tickets if those tickets are treated as criminal violations. In order to avoid the requirement that parking tickets be personally served upon a person who parks his or her vehicle unlawfully, the borough must make it clear that parking tickets are subject to a civil fine, which also requires it to establish an appeal procedure for people receiving a ticket to challenge it. Although this process will require a little extra work on the borough's part, it will mean that all parking ticket fines go directly to the borough and avoid the need for personally serving tickets to the drivers of the vehicle. These civil fines may be left on parked cars as usual. Skagway and Juneau have both recently adopted similar ordinances.

Referral:

Sent to: Government Affairs & Services Committee

Date: 6/11/13

Recommendation: Unknown

Refer to:

Meeting Date: 7/2/2013

Assembly Action:

Workshop Date(s):

Public Hearing Date(s): 6/25/13 & 7/2/13

Meeting Date(s): 6/11, 6/25, 7/2/2013

Tabled to Date:

An ordinance of the Haines Borough amending Borough Code Chapter 10.44 to provide that parking violations are subject to a civil fine; provide for the content of a notice of violation of parking restrictions; and establish an administrative appeal process for parking violations.

WHEREAS, as of April 15, 2013, the Alaska Court System will only process citations issued directly to a person by a police officer; because parking citations are not issued directly to a person and may be issued by affixing a notice of violation to the vehicle, the Alaska Court System will no longer process those citations; and

WHEREAS, the Alaska Uniform Traffic Laws Act in AS 28.01.010(i) requires that municipalities establish an administrative appeal procedure for contesting parking citations that are not processed by the Alaska Court System; and

WHEREAS, the Haines Borough Code should be amended to bring current practice on the municipal parking citation process into line with state law and administrative procedures,

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

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

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

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Chapter 10.44. Chapter 10.44 of the Haines Borough Code is hereby repealed and re-enacted to read as follows:

NOTE: **Bolded/UNDERLINED** ITEMS ARE ADDITIONS TO THE CURRENT LANGUAGE
STRIKETHROUGH ITEMS ARE DELETIONS

**Chapter 10.44
PARKING**

10.44.010 Parking during snow removal.

It shall be unlawful for any person to park any vehicle or to allow any vehicle owned or under the person's control to continue to be parked on any public street during the time, day or night, that snow removal from such street is reasonably necessary for the movement of vehicular traffic without leaving in charge of such vehicle a person authorized, competent, and able to remove such vehicle. Falling snow, the presence of unremoved snow on such street, or the conduct of snow removal operations will be sufficient to indicate this prohibition. Any vehicle found parked during such periods on a public street where such snow removal is reasonably necessary may be removed by the chief of police or persons under the chief's control and such vehicle shall be impounded until the cost of such removal shall have been paid to the borough or to the person removing the vehicle at the direction of the chief of police or other persons under the chief's supervision and control. Any such charge remaining unpaid shall constitute a lien against said vehicle and shall be collectible in the same manner as personal property taxes. ~~Fine/Bail: \$25.00.~~

10.44.020 Prohibited 24-hour parking – Impounding vehicles.

It shall be unlawful for the owner or operator of any motor or other vehicle to leave, place, or park the same for 24 hours continuously on any street, highway, alley, walk, or other public thoroughfare within the townsite service area that is posted or otherwise marked by an appropriate sign, or by a combination of placed and painted signs, indicating 24-hour parking prohibited. Signs shall be required for enforcement of this section. In addition to the penalty provided for violation of this section, any vehicle found parked for 24 hours continuously as herein prohibited shall be removed and impounded by any police officer of the borough; and the removal and impounding costs shall be charged against the offending vehicle and paid before release of such vehicle. ~~Fine/Bail: \$25.00.~~

10.44.030 Time limit parking.

It shall be unlawful for the owner or operator of any motor or other vehicle to leave, place, stand, or park the same on any street, highway, alley, walk, or other public thoroughfare on or within any area and/or zone designated as a time limit parking area and/or zone for a period of time greater than as specified by a posted appropriate sign. Such vehicles found to be in violation are subject to impound at the owner or operator's expense. ~~Fine/Bail: \$25.00.~~

10.44.040 Overtime parking penalty.

Any person, firm or corporation violating overtime parking provisions of this chapter shall pay such fine not exceeding \$25.00 for each citation issued as the ~~court~~ **hearing officer** shall, in its discretion, impose. ~~The time for payment and method of payment of the penalty shall be prescribed by the court. Fine/Bail: \$25.00.~~

10.44.050 Standing or parking close to curb.

No person shall stand or park a vehicle in a roadway other than parallel with the edge of the roadway headed in the direction of lawful traffic movement and with the right-hand wheels of the vehicle within 12 inches of the curb or edge of the roadway except as otherwise provided in this title. ~~Fine/Bail: \$25.00.~~

10.44.060 Signs or markings indicating angle parking.

A. The superintendent of public works shall determine upon what streets angle parking shall be permitted and shall mark or sign such streets.

B. Angle parking shall not be indicated or permitted at any place where passing traffic would thereby be caused or required to drive upon the left side of the street. ~~Fine/Bail: \$25.00.~~

10.44.070 Obedience to angle-parking signs or markings.

Upon those streets which have been signed or marked by the superintendent of public works for angle parking, no person shall park or stand a vehicle other than at the angle to the curb or edge of the roadway indicated by such signs or markings. ~~Fine/Bail: \$25.00.~~

10.44.080 Permit for loading or unloading at an angle to the curb.

A. Any police officer is authorized to issue special permits allowing the backing of a vehicle to the curb for the purpose of loading or unloading merchandise or materials subject to the terms and conditions of such permit. Such permits may be issued either to the owner or lessee of real property or to the owner of the vehicle and shall grant to such person the privilege as therein stated and authorized herein.

B. It shall be unlawful for any permittee or other person to violate any of the special terms or conditions of any such permit. ~~Fine/Bail: \$25.00.~~

10.44.090 Stopping, standing, or parking prohibited – No signs required.

A. No person shall stop, stand, or park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with law or the directions of a police officer or traffic control device, in any of the following places:

1. On a sidewalk;
2. In front of a public or private driveway;
3. Within an intersection;
4. Within 15 feet of a fire hydrant;
5. On a crosswalk;
6. Within 20 feet of a crosswalk at an intersection;
7. Within 30 feet upon the approach of any flashing beacon, stop sign, or traffic control signal located at the side of a roadway;
8. Within 20 feet of a driveway entrance to any fire station and on the side of a street opposite the entrance of any fire station within 75 feet of said entrance (when proper sign posted);
9. Alongside or opposite any street excavation or obstruction when stopping, standing, or parking would obstruct traffic;
10. On the roadway side of any vehicle stopped or parked at the edge or curb of a street;
11. Upon any bridge;
12. At any place where official signs prohibit stopping;
13. At any place where the curb is painted yellow.

B. No person shall move a vehicle not lawfully under the person's control into any such prohibited area or away from a curb such distance as is unlawful.

~~C. Fine/bail for any single violation of this section is \$25.00.~~

10.44.100 Parking not to obstruct traffic.

No person may stop, park, or leave standing a vehicle, whether attended or unattended, upon or within eight feet of a roadway, except where the roadway is of sufficient width and design to allow parking without interfering with the normal flow of traffic or with snow removal or other highway maintenance, and where the parking, stopping, or standing is not prohibited by an official traffic control device, unless directed to do so by an official flag person or police officer. ~~Fine/Bail: \$25.00.~~

10.44.110 Parking in alleys.

No person shall park a vehicle within an alley in such a manner or under such conditions as to leave available less than 10 feet of the width of the roadway for the free movement of vehicular traffic. No person shall stop, stand, or park a vehicle within an alley, in such position as to block the driveway entrance to any abutting property except for the expeditious active unloading and delivery or pickup and loading of materials or freight. In no case shall the stop for loading and unloading of materials or freight exceed two hours unless freight is being actively unloaded or loaded. ~~Fine/Bail: \$25.00.~~

10.44.120 Parking for certain purposes prohibited.

No person shall park a vehicle upon any street or roadway for the principal purpose of:

- A. Displaying such vehicle for sale.
- B. Washing, greasing, or repairing such vehicle except repairs necessitated by an emergency. ~~Fine/Bail: \$25.00.~~

10.44.130 Parking adjacent to schools.

A. The superintendent of public works is hereby authorized to erect signs indicating no parking upon either or both sides of any street adjacent to any school property when such parking would, in the superintendent's opinion, interfere with traffic or create a hazardous situation.

B. When official signs are erected indicating no parking upon either side of a street adjacent to any school property as authorized herein, no person shall park a vehicle in any such designated place. ~~Fine/Bail: \$25.00.~~

10.44.140 Parking prohibited on narrow streets.

A. The superintendent of public works is hereby authorized to erect signs indicating no parking upon any street when the width of the roadway does not exceed 20 feet, or upon one side of a street as indicated by such signs when the width of the roadway does not exceed 30 feet.

B. When official signs prohibiting parking are erected upon narrow streets as authorized herein, no person shall park a vehicle upon any such street in violation of any such sign. ~~Fine/Bail: \$25.00.~~

10.44.150 Standing or parking on one-way streets.

The superintendent of public works is authorized to erect signs upon the left-hand side of any one-way street to prohibit the standing or parking of vehicles, and when such signs are in place, no person shall stand or park a vehicle upon such left-hand side of any one-way street in violation of any such sign. ~~Fine/Bail: \$25.00.~~

10.44.160 No stopping, standing, or parking near hazardous or congested places.

A. The superintendent of public works is hereby authorized to determine and designate by proper signs places not exceeding 100 feet in length in which the stopping, standing, or parking of vehicles would create an especially hazardous condition or would cause unusual delay to traffic.

B. When official signs are erected at hazardous or congested places as authorized herein, no person shall stop, stand, or park a vehicle in any such designated place. ~~Fine/Bail: \$25.00.~~

10.44.180 Application of parking provisions.

The provisions of the sections prohibiting the standing or parking of a vehicle shall apply at all times or at those times herein specified or as indicated on official signs except when it is necessary to stop a vehicle to avoid conflict with other traffic or in compliance with the directions of a police officer or official traffic control device.

10.44.190 Provisions not exclusive.

The provisions of this chapter imposing a time limit on parking shall not relieve any person from the duty to observe other and more restrictive provisions prohibiting or limiting the stopping, standing, or parking of vehicles in specified places or at specified times.

10.44.200 Parking prohibited at all times on certain streets.

(Reserved).

10.44.210 Time limit for parking.

A. Constitutes Abandonment. Except as otherwise provided in HBC [10.44.020](#), it shall be unlawful for any person to park any vehicle within the right-of-way of any public street or roadway for longer than 48 hours or to abandon any vehicle within such right-of-way. The presence of any vehicle which is inoperative and upon such right-of-way shall be prima facie evidence of abandonment.

B. Parking Time Restrictions. It shall be unlawful to park any vehicle for longer than one hour on Main Street between Second and Third Avenues. Between May 1st and October 1st, it shall be unlawful to park any vehicle for longer than two hours on Main Street from Third to Fourth Avenues, on Second and Third Avenues from Willard to Dalton, on Main Street from Front Street to Second Avenue, and on the south side of Main Street from Fourth to Fifth Avenues. These time restrictions shall be in effect between the hours of 9:00 a.m. and 7:00 p.m., Monday through Saturday, except along yellow zones indicating "no parking at any time" in accordance with HBC [10.02.250](#). See HBC [10.44.040](#) for fine/bail.

10.44.220 Unauthorized parking on private property.

It shall be unlawful for any person to park a motor vehicle on private property that is not the person's own and without the consent of the owner. ~~Fine/Bail: \$25.00.~~

10.44.230 Parking violations; civil fines.

A. All vehicle parking violations shall be subject to a civil fine in the amount of \$25.00.

B. Failure to contact the Haines Police Department within ten (10) days of the date of the notice of violation and arrange a payment schedule for the fine acceptable to the Police Department, or to pay the fine for a parking violation within 5 days of the date of the notice of violation, or to file an appeal of a notice of violation within ten (10) days of the date of the notice of violation, will result in an additional fee equal to the amount of the civil fine being added to the original amount of the civil fine.

10.44.240 Notice of Violation of Parking Restrictions.

A. A notice of violation of parking restrictions set out in this chapter may be issued by affixing a notice of violation to the vehicle that is parked in violation. The notice of violation shall include the following:

- 1. A brief description of the violation;**
- 2. The registration number and/or other identification of the vehicle, if available;**
- 3. The date and approximate time and place of the violation;**
- 4. The civil fine for the violation;**
- 5. The municipal office where the fine must be paid;**

6. Statement that unless within ten (10) days of the date of the notice of violation the Haines Police Department is contacted and an arrangement is made for payment of the fine acceptable to the Police Department, or the fine is paid within ten (10) days of the date of the notice, or an appeal is filed within ten (10) days of the date of notice, an additional fee equal to the amount of the civil fine will be added;

7. Statement that a notice of violation may be appealed, the office where such an appeal must be filed, and the time for filing an appeal;

8. Statement that timely payment, or acceptable arrangement for payment, of the fine or will waive all rights to appeal the notice of violation; and

9. Statement that failure to timely appeal will be deemed an admission of the violation and will waive all right to appeal or contest the notice of violation.

10.44.250 Administrative Appeal.

A. Right to Appeal and Time for Appeal. The registered owner of a vehicle which has been issued a notice of violation of parking restrictions may appeal the notice of violation by filing an appeal with the borough manager within ten (10) days of the date of the notice of violation. The manager shall prepare appeal forms which appellant may use.

B. Hearing Officer. The borough manager or such person(s) as the manager may designate shall serve as hearing officer for notice of violation appeals and shall have authority to decide such appeals.

C. Contents of Appeal. An appeal must be in writing and contain the following information:

1. Name and mailing address of the appellant;

2. Number or other sufficient identification of the notice of violation;

3. Description of the vehicle;

4. Statement of the reasons for the appeal;

5. Any facts, documents, photographs, witness statements, or other evidence supporting the appeal; and

6. Statement as to whether the appellant requests a hearing before a hearing officer, or whether the appeal can be decided without a hearing. If the appellant waives hearing, the hearing officer may decide the appeal based on the written statements of the appellant, the issuing officers and any witnesses, and the hearing officer's own observations.

D. Administrative Hearing Procedures.

1. Date of Hearing. Unless otherwise agreed by the appellant and the hearing officer, a hearing requested under this section shall be held no later than fifteen (15) days from the date the written notice of appeal is filed with the borough manager.

2. Procedure. The hearing shall be conducted informally and may be governed by such rules as the hearing officer may choose to establish, except that:

a. Parties may appear in person or through counsel;

b. Parties may present witnesses and evidence on their own behalf and witnesses may be cross-examined;

c. The hearing is not governed by the formal rules of evidence. The hearing officer may consider evidence that the officer reasonably deems to be both relevant and material to the contested issues;

d. All hearings shall be open to the public;

e. The hearing shall be memorialized by electronic recording or stenographic record, but a failure to record the hearing shall not be grounds for invalidating the hearing officer's decision;

f. Failure of the appellant to appear at a hearing requested by the appellant shall waive all right to a hearing and shall render the amount of the fine due and owing.

3. Scope of Review. The hearing officer's decision shall be based on the law and facts applicable to the case. The hearing officer may exercise independent judgment and reasonable discretion, applied in a consistent manner, in deciding appeals and may affirm, modify, or dismiss the notice of violation.

4. Decision. No later than ten (10) days following the hearing, the hearing officer shall issue a written decision setting out the hearing officer's findings and conclusions so as to provide a clear understanding of the reasons for the decision entered. The decision should also include the following statement: "This is the final decision of the municipality and a party disputing this decision has thirty (30) days from the date this decision was mailed or distributed to file an appeal with the Superior Court for the State of Alaska, First Judicial District at Juneau, Alaska, in accordance with the Alaska Rules of Appellate Procedure." The decision shall be mailed or otherwise distributed to all parties to the appeal.

5. Judicial Appeal. The decision of the hearing officer may be appealed to the Superior Court for the State of Alaska, First Judicial District at Juneau, Alaska, in accordance with the Alaska Rules of Appellate Procedure.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS
___ DAY OF _____, 2013.

Stephanie Scott, Mayor

ATTEST:

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 06/11/13
Date of First Public Hearing: 06/25/13
Date of Second Public Hearing: 07/09/13

From: Patrick Munson [<mailto:PMunson@bcf.us.com>]

Sent: Tuesday, June 04, 2013 1:44 PM

To: Mark Earnest

Cc: Brooks Chandler

Subject: RE: Ordinance re parking tickets

Mark – Attached is a draft of the parking ordinance you requested. It is relatively straightforward in spite of its length. The length of the ordinance is due to minor deletions from every section (i.e., the individual listing of fines of \$25.00), which I took the liberty of deleting and replacing with a catchall penalty under 10.44.230.A. Unless the Assembly desires to set different fine amounts for different parking violations, it makes more sense to address the fines in a single provision, but in order to do so we deleted each individual reference.

The real substance of the ordinance is .240-.250, which establish the contents required for municipal parking citation and establish the administrative appeal process by which a person may challenge the ticket if they choose to. The general procedure suggested here is essentially required by the new court rules requiring “personal service” for minor criminal infractions, including parking tickets if those tickets are treated as criminal violations. In order to avoid the requirement that parking tickets be personally served upon a person who parks his or her vehicle unlawfully, the Borough must make it clear that parking tickets are subject to a civil fine, which also requires it to establish an appeal procedure for people receiving a ticket to challenge it. Although this process will require a little extra work on the Borough’s part, it will mean that all parking ticket fines go directly to the Borough and avoid the need for personally serving tickets to the drivers of the vehicle. These civil fines may be left on parked cars as usual. The Borough will need to obtain and use parking ticket forms that comply with the requirements below if it does not already have them

The Police Department will be responsible for accepting payment. The fate of those funds is not addressed herein, but may be established by ordinance as well. Payments must be made within ten days of the ticket being issued. Anyone wishing to appeal must so notify the Borough within ten days as well. The City Manager or his designee must then hold an informal hearing within 15 days of the request. The hearing officer then issues a written decision within ten days of the hearing. That decision is final but may be appealed to the superior court just like a normal agency action (such as a BOE hearing result).

I am happy to provide more detail or answer questions on this issue if you or the Assembly would like. Please let me know if I may be of any further assistance.

Patrick Munson
Boyd, Chandler & Falconer LLP
(907) 272-8401



Memo

Public Facilities

Date: June 25, 2013
To: Mayor and Borough Assembly
Cc: Borough Manager
From: Carlos Jimenez, Director of Public Facilities
Re: Project Update

Barnett Tank Construction

The shell of the new tank is near completion. Subsequent work that will follow includes: insulation, siding, electrical, cathodic protection, and the addition of a PAX mixer which helps to keep the water from freezing.

E-911 System and Borough Radio Communication System

Plans for the Borough's radio communication system are in the final stages of design. Delivery of the 95% design is expected soon. Proposals have been received for the Borough E-911 System Replacement Project. The review committee is reviewing and evaluating the submittals. Staff is considering combining these two projects as there may be cost savings to be gained.

Public Safety Building

The Facilities Master Plan Steering Committee met in April and are scheduled to meet again July 10. McCool Carlson Green has provided information and estimates that can be used for budget purposes, although the design is purely conceptual. The committee will be making recommendations on how to proceed with the PSB.

High School Air Handling Unit

Mechanical Design is underway and this project will go out to bid in late summer or early fall.

PC Dock and Letnikof Harbor Upgrades

Demolition at the PC Dock is scheduled to begin August 16. A survey crew for the contractor is scheduled to begin in July. This survey work will not have any impact on the operation of the PC Dock.

Chilkat Lake Road Improvements

A preconstruction meeting was held June 3 with PND, SRI, IPEC, and the Borough. Work will resume approximately July 15. Substantial completion is scheduled for August 31 of this year.

Highland Estates AC Pipe Replacement

Sealed Bids were opened on Thursday, June 27. Southeast Road Builders Inc. was named the apparent low bidder. The substantial completion date is November 1, 2013.

Haines Gym, Pool & Chilkat Center Doors, and Haines Gym Mat Hoist

This project is being advertised and has a bid deadline of July 10. The project involves replacing doors in three facilities: the school gym, the pool, and the Chilkat Center, as well as installing a mat hoist in the new gym.

Museum Stairs and Walkway

Construction of new concrete stairs began June 28 at the Sheldon Museum. Construction should be done by July 15.

CUPSS Asset Management Program

SEARCH spent two weeks in Haines training Scott Bradford on how to use the Check Up Program for Small Systems (CUPSS) asset management program. This was a grant funded project for Southeast Alaska drinking water and wastewater utilities that gives municipalities the ability to keep a record of assets, schedule required tasks, track financial situations, and create a tailored management plan. The Borough was given a new laptop computer in which our assets are entered into the program and can be accessed for better management or added to as the system grows.

New Kenworth Dump Truck

The new dump truck was delivered to Haines on June 28. Public Works employees are outfitting the truck for use. As the truck came in under budget, two Public Works Staff will be attending training on various components of this truck in Anchorage sometime in July or August.

HAINES BOROUGH PUBLIC LIBRARY

[Best Small Library in America 2005]

Director's Report

June 26, 2013

May Statistics

Monthly Circulation: 8,361

Internet Use: 1606

Visits: 8,786

Meeting Room Use: 46 groups Total Attendance 242

Library Programs: 67, Total Attendance: 966

Non-Library Programs: 12, Total Attendance 107

Updates

- Erik and I had a successful presentation and panel at the recent Association of Tribal Archives, Libraries and Museum conference in New Mexico. Response was positive and exciting from other attendees.
- The collection shift is complete with new signage for locations. Circulation for CD books has doubled since the move. We have also received a number of positive comments about being able to find and use reference materials. We will also be moving the map case closer to the new reference area, creating more user-friendly space for the Storyboard.
- After 17 days of tracking on the Storyboard, we logged 1,370 place marks being opened which is about 81 per day. Assuming an average of 4 place marks opened per person, we estimate 343 people total or 20 people/day, on average.
- New on the website is *Janine's Book Burrow*, highlighting Janine's Friday morning book reviews with a link to the library catalog where patrons are able to see if the book is available and place a hold.
- I have made contact with Corey Wall of MRV and we are scheduled for a telephone conversation on Friday to begin a new discussion on the storage addition.
- Jila, Cathy and I will be working on the balance and closing of the FY13 accounts.
- Please check out the new Storyboard website at cvstoryboard.org. It's amazing.

Program Highlights

- During the month of May, 713 people participated in library children's programs. This number includes Story Hours, Class Visits, Afterschool Programs and the Summer Reading Kick-off. Holly currently has 147 children registered for the Summer Reading Program.
- Jessie Morgan has been meeting twice a week with people interested in Native Games and the upcoming July 4th competition. There will be prizes for the winners.
- Painting of the whale, salmon and hooligan mobile pieces is complete. Jim Heaton plans to do some touch up and then will organize the installation.
- Brain Rules for Baby with facilitator Heather Whitney began June 20 at 6:30pm and continues through Monday July 1.
- The Culture Day program this month is the film and book launch of the young artists program Wayne Price mentored in the Yukon. Thursday, June 27 at 6:30pm.
- *Birding with Jedediah* began in June and will continue in July, after his return from a family trip.



LIBRARY DIRECTOR

Patricia Brown

LIBRARY BOARD

Anne Marie Palmieri,
Chair

Heather Lende, Vice-
Chair

Richard Flegel, Treasurer

James Alborough,

Secretary

JoAnn Ross Cunningham

Cecily Stern

Lorrie Dudzik

Meredith Pochardt

Stacey Gala

Tourism Advisory Board Meeting Agenda / Meeting Minutes

Wednesday, April 24 – 9:30 am (Assembly Chambers)

Meeting Call to Order: Ross Silkman – President – 9:33 am

Roll Call: **Present** Jeff Butcher, Barb Mulford, Karen Hess, Rhonda Hinson, Judy Heinmiller, Ross Silkman

Absent Jason Gaffney

Also Present Tanya Carlson, Annette Smith, Darsie Culbeck

Approval of excused / unexcused absences: Heinmiller moved to excuse Gaffney, Mulford seconded; all in favor.

Approval of Agenda: Carlson added Visitor Information Booth to Tourism Director update. Butcher moved to approve the amended agenda, Heinmiller seconded; all in favor.

***Approval of Minutes:** March 27, 2012.

Public Comments: Annette Smith urged the Board and the Tourism Director to consider taking on the project of replacing the signs in Fort Seward. Carlson assured Smith it is on the things to do and a topic on the agenda for this meeting.

Chair Report: *Beer Festival After Party*

Silkman believes that there is an opportunity for the town to do something with visitors from the time the Festival closes to the time the bars get rolling. Silkman envisions live music with lots of water, etc, but no alcohol and no food. This enables people to get sobered up and not detract from the restaurants.

Last year the Chamber threw together the Sudsy Pickle Challenge as a fundraiser for the Chamber. There's the possibility of acquiring a band to play somewhere in downtown. Mulford will take it to the Chamber Board.

The complaints to the Fair come from the fact there is nothing to do after the Festival closes and a bunch of drunken people released upon the town.

Moving

Silkman and his family have received a great offer to go teach for two years in the Marshall Islands. They will be leaving in mid-June and resigning from the Board. Carlson had asked him to stay through the May meeting which will be his last.

Heinmiller wishes him well and everyone will miss him.

New Business: *Tour Permits*

Silkman met with the Manager and Culbeck about Tour Permits. Culbeck is at the meeting to assist with knowledge on the history of Haines' tour permits and why they are the way they are.

Culbeck gave a bit of the history which came about due to a tour operator doing crazy stuff and then traffic issues in various areas, rapidly growing amount of tours, etc. Culbeck does not think that Tour Permits will go away but there is the possibility of streamlining the process.

Silkman also mentioned creating the criteria for Tour Permit. There are good bad aspects of the Tour permits depending on where it may benefit the company / individual.

Mulford mentioned how the code kept mentioning unfair competition and she doesn't understand what it is supposed to relate to. There is also all the fees involved with the Tour Permits and that they are supposed to cover the administration costs. How much does it actually cost the administration to deal with Tour Permits versus how much money is brought in. Mulford wants to see more business here and the system discourages this. She also feels that the tour operators are being treated unfairly compared to other businesses recalling a point Bart Henderson made in our previous TAB meeting. Silkman asked the Manager why the tour operators are being singled out and he suggested the utilization of a public resource so it resonates differently than other industries. The Manager feels that in long term this is something that should be managed via zoning.

Hess feels this is something that should be taken slowly to avoid any backlash from the public. She supports streamlining the process and making them a multi-year permit. If someone violates their permit then they individually would get looked. Silkman asked Lapp from his perspective how the Assembly would feel about extending the permits to a multi-year permit.

Culbeck suggests that TAB find the redundancies in the code, fix things that are wrong and bring the suggested changes to the Manager.

Carlson suggests that rather everyone going out and researching things on their own that a subcommittee meet to go over changes, etc and then bring it back to the full board. Hess motions to form a subcommittee to work on tour permits, Mulford seconded; all in favor. Both Hess and Mulford volunteered to be on the committee. Gaffney will most likely want to be on it as well.

Old Business:

Tourism Economic Impact Study

The study came in at \$10,500 for the winter study and \$19,000 for the summer study. The borough is pretty strapped for cash this coming year. The plan is to go ahead with the winter study and work on getting the summer study cost down and begin next year.

The feeling of TAB is to have the summer study done before winter study as it's the bigger piece of the economic pie.

Hess brought up the bed tax going to the general fund and not tourism. Carlson feels that it would not be beneficial for Tourism to go after those funds. The 4% tax is very small and many people in the community already feel tourism receives more than enough money. It would not be good for tourism to go after that as well and take it from the general fund.

Alaska Marine Highway 50th Anniversary

May 5th is the Haines AMHS 50th Anniversary celebration at the PC Dock. Entertainment and speaker lined up for the event. The museum has the boards to go into the windows of the Gross Building and they created small version to on the dock for the event. The theme is the history of the AMHS. We also hosted a local essay contest to win a Golden Ticket for AMHS. Two AMHS employees are judging along with the Mayor, Museum Director and Library Director. Still working on music for the event.

TIA Yukon Conference

The Conference begins next week. Everything has come together. The welcome reception is set the ABEF with the Jilkaat Kwaan Dancers and artists all ready to go. Friday night is Community Fun Night. We still need volunteers for the events. Everything will be spread out from Dalton City, Fort Seward and Downtown.

Directors Update:

Tourism Community Night

TCN is set for May 16. The focus for this year is digital marketing. Some of this idea came out of the Tech Summit Carlson recently attended. There is so much out there and constantly changing. Internet is very important now and there are many local businesses that either do not have a site or don't keep it up to date. James Alborough will be the keynote speaker and then we will offer seminars during the summer.

Out of this Carlson would like to offer seminars for business owners to learn more about what they could and/or should be doing. These will be offered throughout the summer and we will work with businesses to see what would be the best day.

Fort Seward Signs

Carlson said she's had this on her list of things to do since her first summer. The signs look awful and really need to be replaced it's just never worked its way up the 'to do list'. It is now on the top of the list. The information is good but we'll look at it with the museum and see what if anything needs to be changed and then let companied bidding on the project some up with designs that compliment the Fort Seward area.

Tech Summit Recap

Tech summit was fantastic and well worth the money. This has been budgeted for the next fiscal year.

Community Shuttle

River Adventures has the contract for the cruise shuttle and events. Tara Bicknell will be driving.

Visitor Information Booth

A new Visitor Information Booth is being constructed on the land side of the dock. The old one is molding and falling apart. It will be taken away when the new dock starts getting demolished. If you move it now it will fall apart.

Board Comments:

Mulford asked if anything has happened with the Governor's picnic. Silkman said they got a note saying it was received and they'll hear more later.

Mulford also asked about picture point. With locals complaining that tourism took over the beach that everyone likes to use is there any chance that picture point could be the new beach for people to enjoy. Carlson & Lapp commented that part of the grant was that an intertidal protected area be set up which mean nothing can be changed to create a beach, only the turnouts can be developed.

Hinson commented on trash cans. It seems that when the visitors leave so do the trash cans which means there is nothing through the winter. Now there is not snow and there is still no trash bins. Is there any way to get more trash cans around town?

Butcher mentioned that he was able to join Carlson at the LA Travel & Adventure Show and was impressed with how Carlson represents our community.

Set Next Meeting Date: Friday, May 31, 2013 - 9:30 am

Assembly Chambers, Safety Building

Butcher motioned to adjourn, Heinmiller seconded; all in favor. Meeting ended at 11:22 am.

Tourism Advisory Board Meeting Agenda / Meeting Minutes

Friday, May 31 – 9:30 am (Assembly Chambers)

Meeting Call to Order: Ross Silkman – President – 9:32 am

Roll Call: Present Jeff Butcher, Barb Mulford, Rhonda Hinson, Judy Heinmiller (phone), Jason Gaffney, Ross Silkman

Absent Karen Hess

Also Present Tanya Carlson, Stephanie Scott, Carlos Jimenez, Scott Sundberg, Jamie Knudson

Approval of excused / unexcused absences: Butcher moved to excuse Hess, Mulford seconded; all in favor.

Approval of Agenda: Silkman moved to add Beer Fest under New Business and Port Tariffs under Old Business Gaffney moved to approve the agenda as amended, Butcher seconded; all in favor.

***Approval of Minutes:** None

Public Comments: None

Chair Report: *Beer Festival Update*

Beer Festival went very well. The event increased to 1500 people or 250 more than last year. Everything went extremely well with no complaints. Mulford asked if this was the first year for a shuttle to/from the ferry terminal. Silkman responded that this was the first year the borough worked it into the cruise shuttle contract. If had previously been done by Adam Patterson but he is no longer able to do it. The service was much appreciated.

Fisherman's Community BBQ – June 15

This event is in conjunction with the Lynn Canal Gillnetters Association and coincides with bike race.

Non Profit Funding Requests

Non profit funding requests are due today. Each year the Fair requests about \$20,000 that they use for capital improvement projects. They usually receive about \$14,000 - \$15,000 from the borough. Silkman is asking for everyone's support.

The Fair does brings a lot of people to town for various event s and they try to offer as much as possible throughout the year. The Beer Festival is the single largest fundraising event of the year mainly because expenses are very high with the fair and all the beer is donated during Beer Fest.

New Business: *Heli-Ski Map Ad Hoc Committee*

The borough would like TAB to nominate a member to be part of this committee. The Mayor added that last year the Assembly adopted a process for the map each year. By May 31 members of the public may submit responses to whether or not the map boundaries should change. An ad-hoc committee then meets throughout June to discuss and come up with a recommendation to the Assembly. The committee includes a TAB seat, one industry seat, a randomly selected citizen from received comments, one Parks & Rec. board seat and one DNR seat. The entire process is in borough code, this is the first year it is happening.

Heinmiller knows how busy everyone is in June and is happy to be the person if no one else is interested. Mulford is also interested in the seat but realizes she could also be selected as the random citizen as she submitted a comment. TAB would like to have Mulford on the committee. Heinmiller is happy with that. Silkman nominates Mulford to be TAB member for the Heli-Ski Map Ad Hoc Committee, Gaffney seconded; all in favor.

TAB Board

This is Silkman's last meeting. No applications have been turned in at this time. Carlson said it is up to the board if they want to go ahead and elect a new chair or wait until regular elections in November. The board would like to go ahead and vote on a new chair but when all members are present. Mulford will be acting chair until further notice as the VP.

Beer Fest

Hess emailed Silkman and Carlson about some issues she found during the Beer Fest. Email is attached at the end of the meeting minutes.

Silkman and Hess met after the email. Hess doesn't want to lose the festival she wanted to pass along some concerns she has heard/experienced from community members. Items that came up include working with the borough to have more trash cans around town to help alleviate litter, A higher police presence (no Trooper this year, one officer out of town and already short an officer, this puts us 4 officers down from previous years), also possibly detouring traffic for about an hour or so after beer fest is over. Also all the brewers that participate do have TAMS cards so that is a non-issue.

The other thing to keep in mind is that although the Fair increased attendance they did not increase amount of beer available. This means longer lines and less alcohol being consumed. The people who are leaving drunk were already drinking before the festival began. Silkman watches everyone leave and the vast majority leaves on foot. The few that he saw getting into vehicles were locals who he then urged to walk to no avail. The other factor to keep in mind is the salmon derby is also the same weekend and people are out all day fishing yet no one patrols the harbor to see if intoxicated people are driving away at the end of the day.

The Fair does as much as possible to keep things safe. They invite the borough police and troopers to the event. Hinson, running a business between two bars did not have one problem. She picked up about 3-4 beer cans the next morning which is normal for any big bar night. Hinson wonders if Haines can bring back the reserve police force that could then help with the festival and at the harbor. Mulford asked if the Visitor Center or Borough had received any calls.

Carlson and Jimenez have heard nothing. Silkman has also asked the police how the festival weekend compares to July 4th weekend and July 4th has many more problems with drunkenness and drunk driving. The Mayor did mention that there was some damage done down at the dock and some complaints about people weaving in the road causing a road hazard for vehicles. Her feeling is the public drunkenness in the middle of the day is where some of the problems arise from. The Mayor also received a different story from the police that they cannot enforce laws because so many people are breaking them. The best they could do is ask people to pour out the beverage and then move along. The Mayor also said the reserve force is very expensive which is why we no longer have one.

Some solutions include to go through a map and place x's where we should put out garbage bins. Have everyone help promote, both through signs and word of mouth, that open containers are not allowed in public areas.

Old Business:

PC Dock Update

Jimenez said there's not much more to tell at this point. The schedule should be available next week. They may not start until September but we'll have to wait and see.

Mulford asked about the materials that are planned to be salvaged from the PC Dock. Will they be planned for projects? Will they go out to auction? ETC.

Economic Impact Study

Carlson said with the budget deficit that the Economic Impact Study was going to go on hold. It is still going to be pushed but not currently. The Mayor mentioned that although there is a deficit that there is also a Fund Balance in Fund 23 and those funds should be used for items like this study.

Carlson added that the study utilizes the Alaska Visitor Impact Study that was recently conducted so no interviews are needed of visitors. They would then go through in October-November and call local businesses to get side of the information.

Tour Permits

Carlson said in the last TAB meeting the Board decided to make a sub committee to look at the Tour Permit code. A meeting needs to be set to start this process. Mulford would like to see each person take a section to work on and bring together before bringing it back to the TAB. Mulford, Hess and Gaffney are on this sub-committee.

Port Tariffs

Carlson said that the Manager, Phil, Jila, Carlos and she are scheduled for a meeting with Bill Sharp next week. Carlson put together some rough numbers of three separate recommendations that have some up, 5%, 10% or a per head fee. Carlson feels that no matter what there will be an increase but we need to keep it as minimal as possible. Skagway tours have already been dropped over the last couple of years due price increases and we can't afford to lose anymore for the same reason.

This is set to go to the Assembly soon. Mulford would like to see the head numbers of administrative, operating and maintenance costs for the dock and what the break even is. She would also doesn't feel that just because the fees haven't gone up for a number of years is not a good enough reason for the fees to increase and second she feels we need to have a goal in mind; what are we trying to do with this money. She agrees that we need go ahead with a recommendation but we also need to go forward with the facts. Has there been any look at what we would lose if we lose business from an increased tariff versus what the increased tariff would bring?

The Mayor added that with the loss of funds from state and federal sources the borough needs to become more self sufficient and pay for itself. Little by little this is plan. Gaffney asks the Mayor if, in her opinion, the Assembly would support the 5% annual increase. She feels it may be good.

Gaffney makes the motion that the TAB support the 5% increase, Butcher seconded. Carlson feels that the Assembly will look to increase the tariffs and it comes down to how much should that increase be. Butcher feels that the Assembly should be made aware of what an increase could do to the industry particularly if it's large. Carlson said she would be happy to put together a memo that looks at the impact the fast ferry makes on Haines and the impact if we lost more tours out of Skagway if rates increased. Butcher amended the motion to include a memo that discusses the impacts of an increase; all in favor of the amendment and main motion.

Directors Update: *May Events*

The TIA Yukon Spring Conference went very well as did the AMHS 50th Anniversary Celebration. The season kick-off with the ships also went well the crew and participating community members had kick with the flash mobs.

Board Comments: Butcher mentioned how valuable the convention business is. Just one or two can make a big difference to town. We have two more coming: A mass casualty event in the beginning of September (5-8) and the State Museum Conference at the end of September.

Gaffney thanks Silkman for all his hard work which Butcher echoes.

Silkman wants to make sure the Economic Impact Study happens. He understands that it's expensive but feels this is a very important one. The tourism industry is a very important industry in town which often gets pushed aside as a secondary industry. The money that comes in passes through many hands/stores once it's here.

Monday's & Friday's are best for Mulford, Thursday's if need be.

Set Next Meeting Date: *Monday, June 24, 2013 - 9:30 am*

Assembly Chambers, Safety Building

Gaffney motioned to adjourn, Butcher seconded; all in favor. Meeting ended at 11:11 am.

Attachments:

From: [Karen Hess](#)
To: [Ross Silkman](#); [Tanya Carlson](#); [Stephanie Scott](#); [Barb Mulford](#); [Jason Gaffney](#); [Judy Heinmiller](#); [Jeff Butcher](#); [Rhonda Hinson](#); [Jerry Lapp](#)
Subject: Re: TAB Agenda - 5/31/13
Date: Thursday, May 30, 2013 9:45:59 AM

Please excuse me from the meeting tomorrow as I have to fly to Juneau early morning for a dentist appointment. I would like for my comments to be read and discussed about Beerfest.

I have had several people talk to me about Beerfest and the lack of control that is going on that weekend. Everyone agrees that it brings a lot of money to town, but at what cost. The locals will soon get fed up with drunks walking around drinking on the streets, trashing the streets and destroying stuff and will more than likely ask that it be either shut down, or more closely monitored. The Haines Police Dept. does what they can to do crowd control but in doing so, they must let a lot of the laws and rules slip by. They cannot ticket everyone who is walking around drinking on the streets because they do not have enough enforcement, therefore they only pay attention to the high priority stuff and trying to keep the public safe (this came to me by a Haines police officer). There was trash all over downtown and out on the cruise ship dock. There was planter boxes destroyed and one thrown over the bank.

SUGGESTIONS:

We lobby the Borough to have extra enforcement come over from Skagway or another community to assist that weekend.

We ask for the Borough to have extra trash cans all over town and out at the end of the cruise ship dock for them to put trash in instead of throwing it on the ground or the dock.

We ask the S.E. Fair to more closely monitor the vendors who are serving and have a TAMS card to be able to serve.

Maybe the Fair could use a punch card system to allow only a certain amount of alcohol that is served. If they give them a punch pass with their entrance ticket, then each time they receive the beer, the person serving punches the pass when they serve the beer and then after a certain amount has been consumed, they are done. This may not set well with the participants but something has to be done and if we don't try to find a resolution, then the ultimate results will not be nearly as compromising.

Karen Hess

----- Original Message -----

From: [Ross Silkman](#)
To: [Tanya Carlson](#) ; [Stephanie Scott](#) ; [Barb Mulford](#) ; [Jason Gaffney](#) ; [Judy Heinmiller](#) ; [Jeff Butcher](#) ; [Karen Hess](#) ; [Rhonda Hinson](#) ; [Jerry Lapp](#)
Sent: Thursday, May 30, 2013 9:29 AM
Subject: TAB Agenda - 5/31/13

Hi,

I've attached the TAB Agenda for our meeting tomorrow, Friday, May 31 at 9:30AM in the Assembly Chambers. Please let me know if you have any questions or would like to add anything to the agenda.

Thanks again and I look forward to seeing you tomorrow.

Take care,
Ross

From: [Karen Hess](#)
To: [Ross Silkman](#); [Tanya Carlson](#); [Stephanie Scott](#); [Barb Mulford](#); [Jason Gaffney](#); [Judy Heinmiller](#); [Jeff Butcher](#); [Rhonda Hinson](#); [Jerry Lapp](#)
Subject: Re: TAB Agenda - 5/31/13
Date: Thursday, May 30, 2013 9:52:41 AM

One more thing that happened to one of our buses. My bus driver was returning from the pier where she delivered her passengers to the ferry and on her way back, people were trying to stop her because they wanted a ride. She almost hit a vehicle that was pulling out from the school and they were in her lane and she had to hit the brakes and almost went into the ditch with the bus.

We did have a Sunday 1:00 p.m. ferry that had all these left over drunks out on the pier to go back to Skagway. I had the ferry bring the Orca Song over and put our cruise ship guests on that boat and sent it before loading the Beerfest people onto the Fairweather. I made this decision because of past history of them riding the ferry with guests and decided that our relationship with the cruise lines is more important than the drunks from Skagway. That actually went rather smoothly and no complaints. In the past, I have been down at the pier to do crowd control and I have been cussed out, yelled at and called names by the Skagway people because they couldn't get on the ferry due to combining cruise ship guests and drunks. That was why I made this years decision to separate them.

Karen

----- Original Message -----

From: [Ross Silkman](#)
To: [Tanya Carlson](#); [Stephanie Scott](#); [Barb Mulford](#); [Jason Gaffney](#); [Judy Heinmiller](#); [Jeff Butcher](#); [Karen Hess](#); [Rhonda Hinson](#); [Jerry Lapp](#)
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Thanks again and I look forward to seeing you tomorrow.

Take care,
Ross

Haines Borough Public Library
Approved Meeting Minutes
5/15/13

Present: Heather Lende, James Alborough, JoAnn Ross-Cunningham, Cecily Stern, Lorrie Dudzik, Dick Flegel, Meredith Pochardt, Patty Brown, Anne Marie Palmieri, Norm Smith

Call to Order: 4:05pm

Additions or Revisions to Agenda
None

Consent Agenda Items
M/S Dudzik/Ross-Cunningham to approve the consent agenda.

Treasurers' Report
Checking: \$32,526.43
Savings: \$14,210.92
CD: \$20,503.81
Statements reconciled. Some discussion about uncashed checks.
Register passed round for signatures.

Items for Discussion

CIP Requests and storage addition
Patty reported back on COW meeting where she provided clarification. No decisions were made.

Budget Updates - Dates of public hearings
Patty reported on the dates for the public hearings: May 28th, June 11th.
Suggestion for board members to attend the meetings to ensure that questions can be answered. Various board members mentioned that they can attend.

New Policies - Approval
Policy committee met to discuss new policies for Video Conferencing Equipment and e-readers. The committee recommends adopting these policies. Suggestion to put a sign on the dropbox and on the e-readers to prohibit dropping e-readers into the box. Forms would need to be signed each check-out. Amendment to video conferencing policy to add "for personal use" to "Watching Television"
M/S Stern/Dudzik to adopt the policies as amended. All approved.

Building improvements and outside patio use
Heather reported on the potential for a glass door to the patio to make it more inviting. Heather to check prices. Some discussion about solutions, but no decisions made until pricing info is available.

Chamber of Commerce membership

Chamber of Commerce has stopped posting our flyers because we are not members. But, because we are now a department of the Borough we are technically members. Patty to follow up.

Other

Radio: June 14th (James) June 21 (JoAnn)

Board Comments

Thanks to Norm for attending the meeting as the Borough Liaison.

Director's Comments

Holly is looking for food donations to Summer Reading Program kickoff on the 24th at 11am

Statistics show that usage of meeting rooms is increasing, especially by Borough departments

Patty reported on a leak in one of the boiler valves. It is being attended to.

The Chilkat Valley Storyboard is located around the corner in the stacks.

Next Meeting

June 26th.

Adjournment

4:51pm



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 13-299
Assembly Meeting Date: 7/9/13

Business Item Description:	Attachments:
Subject: Highland Estates Water System Upgrade Project	1. Resolution 13-07-471 2. Request for Sealed Bids 3. Bid Opening Sheet 4. Sealed bid from Southeast Road Builders 5. Sealed bid from Whiterock, LLC
Originator: Director of Public Facilities (Agenda Bill by M.Webb)	
Originating Department: Public Facilities	
Date Submitted: 7/2/12	

Full Title/Motion:
Motion: Adopt Resolution 13-07-471

Administrative Recommendation:

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$ 594,075	\$ Yes	\$ 0

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.: Objective 15D, page 254	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

On July 24th, 2012 the Assembly passed Resolution 12-07-387 which placed Haines Asbestos Cement Pipe Replacement as the number one local state funding priority for fiscal year 2014. Per the Director of Public Facilities this is the implementation of this project.

Funding: there are sufficient funds available for the project from a Municipal Matching Grant from the State of Alaska DEC and loan proceeds from DEC's Alaska Drinking Water Loan Fund.

Referral:

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

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 7/9/2013	Tabled to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into a construction contract with Southeast Road Builders, Inc. for the Highland Estates Water System Upgrade project for an amount not-to-exceed \$594,075.

WHEREAS, the Highland Estates Water System Upgrade project site is located near Oslund Drive, Young Road, Bjornstad Drive and Muncaster Road in Haines; and

WHEREAS, the work consists of furnishing and installing approximately 3,750' of 8-inch AWWA C-900 PVC water pipe and associated fire hydrants, water services and gate valves; and removal of existing asphalt chip seal road surfacing, replacing it with a D-1 surface and imported backfill in areas with unsuitable subsurface soils; and

WHEREAS, the Haines Borough recently issued a request for sealed bids from qualified, licensed contractors for the Highland Estates Water System Upgrade project; and

WHEREAS, the Borough received two responsive bids: from Southeast Road Builders in the amount of \$594,075 and from Whiterock, LLC in the amount of \$824,627; and

WHEREAS, the Borough Manager recommends contract award to the low bidder; and

WHEREAS, there are sufficient funds available for the project from a Municipal Matching Grant from the State of Alaska Department of Environmental Conservation (DEC) and loan proceeds from DEC's Alaska Drinking Water Loan Fund,

NOW, THEREFORE BE IT RESOLVED, that the Haines Borough Assembly authorizes the Borough Manager to enter into a construction contract with Southeast Road Builders, Inc. for the Highland Estates Water System Upgrade project for an amount not-to-exceed \$594,075.

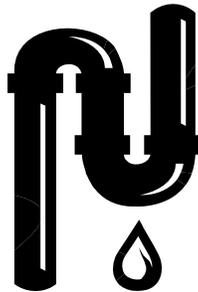
Adopted by a duly-constituted quorum of the Haines Borough Assembly on this _____ day of _____, 2013.

Stephanie Scott, Borough Mayor

Attest:

Julie Cozzi, MMC, Borough Clerk

HAINES BOROUGH, ALASKA
PUBLIC NOTICE
REQUEST FOR SEALED BIDS
Highland Estates
2013 WATER SYSTEM UPGRADE



Notice is hereby given that the Haines Borough, Alaska, will receive sealed competitive BIDS from qualified and licensed contractors for the following project: "**Highland Estates 2013 Water System Upgrade**," until **4:00 p.m.**, Local Time, Thursday, **June 27, 2013**, at the Office of the Borough Clerk, Borough Administration Building, 103 Third Ave. S, P.O. Box 1209, Haines, Alaska 99827. The bid opening will be shortly after 2:00 p.m. on the same date in the Borough Administration Building conference room. Bids will not be accepted by email or fax.

Project Description: The site is located near Oslund Drive, Young Road, Bjornstad Drive and Muncaster Drive in Haines, Alaska. The work consists of furnishing and installing approximately 3,750' of 8-inch AWWA C-900 PVC water pipe and associated fire hydrants, water services and gate valves. It also includes removal of existing asphalt chip seal road surfacing, replacing it with a D-1 surface and imported backfill in areas with unsuitable subsurface soils.

Bidding, Contract, and Technical Questions: Attn: Jim Dorn
Carson Dorn, Inc.,
712 West 12th Street, Juneau, Alaska 99801
Telephone: (907) 586-4447

Bid Documents: A Bid packet including instructions, forms, specs, and reduced scale drawings may be obtained at the Offices of the Borough Clerk upon payment of \$50 (non-refundable) for each set. The scale of the reduced drawings is about one-half of the original scale. If full scale drawings are desired they may be purchased at an additional cost of \$50 (non-refundable) from the engineer. The contract documents are also available at no charge on the Haines Borough website: www.hainesalaska.gov/rfps for viewing and printing.

Each bid shall be accompanied by a certified or cashier's check or Bid Bond, in the amount of 5 percent of the Total Bid Price payable to the Haines Borough, as a guarantee that the Bidder, if its Bid is accepted, will promptly execute the Agreement. A Bid shall not be considered unless one of the forms of Bidder's security is enclosed with it. All bids must be submitted with copies of current Alaska and Haines Borough Business Licenses and a current Alaska Contractor's License.

The Haines Borough reserves the right to reject any or all bids, to waive any informality in a bid, and to make award to the lowest responsive, responsible bidder as it may best serve the interest of the Borough.

Physical Location
Borough Clerk
Haines Borough Offices
103 Third Ave. S.
Haines, AK 99827

Mailing Address
Borough Clerk
Haines Borough Offices
P.O. Box 1209
Haines, AK 99827



Haines Borough Bid Opening Record

Project: 2013 Highland Est. Water System Upgrades
 Project No: 13-06-01

Location: Borough Admin. Conference Room
 Date/Time: 4:05pm, 6/27/13

Bidder	Bid Rcvd by Deadline	Bid on Req. Form, Complete, & Signed	Proof of AK & HB Business Licensing		Proof of AK Contractor's Cert. of Reg.	AK DoEC DBE Compliance Statement	Bid Bond or Certf. Check of at least 5% of bid	Addenda Noted	Base Bid	Comments
Southeast Road Builders	x	x	x	x	x	x	x	x	\$ 594,075.00	Apparent Low Bidder
Whiterock LLC	X	x	x	x	x	x	x	x	\$ 824,627.00	

Present: Michelle Webb, Deputy Clerk
 Carlos Jimenez, Director of Public Facilities
 Jack Smith, Whiterock LLC
 Jack Smith, Jr., Whiterock LLC
 Brenda Jones, Southeast Roadbuilders

SECTION 00310 - BID SCHEDULE

BASE BID

ITEM NO.	PAY ITEM DESCRIPTION	PAY UNIT	APPROX. QUANTITY	UNIT PRICE		AMOUNT	
				DOLLARS	CENTS	DOLLARS	CENTS
1505.1	Mobilization	Lump Sum	All Req'd	Lump	Sum	55,500	00
1570.1	Erosion Control Plan and SWPPP	Lump Sum	All Req'd	Lump	Sum	1,800	00
2201.1	Clearing and Grubbing	Lump Sum	All Req'd	Lump	Sum	15,000	00
2203.1	Imported Backfill	CY	1,500	9	70	14,550	00
2203.2	Sheeting Shoring and Bracing	Lump Sum	All Req'd	Lump	Sum	1,000	00
2204.1	Base Course, Grading D-1	Ton	2,700	19	80	53,460	00
2601.1	Water Pipe, AWWA C-900 8-inch PVC, Class 150	LF	3,820	70	00	267,400	00
2602.1	Gate Valve and Valve Box, 8-inch	Each	14	2,230	00	31,220	00
2602.2	Remove Existing Valve Box and Deliver to Haines Water Dept.	Each	3	400	00	1,200	00
2602.3	Install Valve Box		2	760	00	1,520	00
2603.1	New Fire Hydrant Assembly	Each	4	9,000	00	36,000	00
2603.2	Remove and Replace Fire Hydrant		4	8,800	00	35,200	00
2605.1	Water Service, 1-Inch	Each	35	1,700	00	59,500	00
2605.2	Water Service, 2-Inch	Each	1	4,750	00	4,750	00
2702.1	Construction Surveying	Lump Sum	All Req'd	6,100	00	6,100	00
2806.1	Remove and Dispose of Existing AC Pavement, Concrete Pavement or Chip Seal Asphalt Surfacing	SY	2,500	3	95	9,875	00

TOTAL BASE BID 594,075.00

COMPANY NAME: Southeast Road Builders, Inc.

SECTION 00300 - BID

BID TO: THE HAINES BOROUGH

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the OWNER on the form included in the Contract Documents (as defined in Article 7 of Section 00500 - Agreement) to perform the WORK as specified or indicated in said Contract Documents entitled

**Highland Estates
2013 Water System Upgrade**

2. Bidder accepts all of the terms and conditions of the Contract Documents, including without limitation those in the "Notice Inviting Bids" and "Instructions to Bidders," dealing with the disposition of the Bid Security.
3. This Bid will remain open for the period stated in the "Notice Inviting Bids" unless otherwise required by law. Bidder will enter into an Agreement within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders," and will furnish insurance certificates, Payment Bond, Performance Bond, and any other documents as may be required by the Contract Documents.
4. Bidder has familiarized itself with the nature and extent of the Contract Documents, WORK, site, locality where the WORK is to be performed, the legal requirements (federal, state and local laws, ordinances, rules, and regulations), and the conditions affecting cost, progress or performance of the WORK and has made such independent investigations as Bidder deems necessary.
5. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.
6. To all the foregoing, and including all Bid Schedule and information required of Bidder contained in this Bid Form, said Bidder further agrees to complete the WORK required under the Contract Documents within the Contract Time stipulated in said Contract Documents, and to accept in full payment therefor the Contract Price based on the total bid price(s) named in the aforementioned Bid Schedule.
7. Bidder has examined copies of all the Contract Documents including the following Addenda (receipt of all of which is hereby acknowledged by the Undersigned):

Addenda No.	Date Issued
One	June 19, 2013

Addenda No.	Date Issued

Give number and date of each Addenda above. Failure to acknowledge receipt of all Addenda will cause the Bid to be non-responsive and shall cause its rejection.

**Haines Borough
Highland Estates
2013 Water System Upgrade**

BID

Page 00300-1

SECTION 00300 - BID

Dated: <u>June 27, 2013</u>	Bidder: <u>Southeast Road Builders, Inc.</u> (Company Name)
Alaska Business License No: <u>228340</u>	By: <u></u> (Signature in Ink)
Alaska CONTRACTOR's License No: <u>23987</u>	Printed Name: <u>Roger Schnabel</u>
Haines Business License No: <u>140.1</u>	Title: <u>President</u>
Telephone No: <u>907-766-2833</u>	Address: <u>HC 60 Box 4800</u> (Street or P.O. Box)
Fax No: <u>907-766-2832</u>	<u>Haines, AK 9982</u> (City, State, Zip)
	State of Incorporation: <u>Alaska</u>

8. The Bidder has read this Bid and agrees to the conditions as stated herein by signing its signature in the space provided below.
9. TO BE CONSIDERED, ALL BIDDERS MUST COMPLETE AND INCLUDE THE FOLLOWING AT THE TIME OF THE BID OPENING:
- Signed Bid, Section 00300 (includes Addenda receipt statement)
 - Completed Bid Schedule, Section 00310
 - Bid Security (Bid Bond, Section 00320, or by a certified or cashier's check as stipulated in the Notice Inviting Bids, Section 00030)
 - Copy of Alaska Business License
 - Copy of Alaska Contractors License
 - Copy of Haines Business License
 - **Alaska Department of Environmental Conservation DBE Compliance Statement (Section 00400).**
10. The apparent low Bidder is required to complete and submit the following documents by 4:30 p.m. on the fifth business day following the date of the Bid Opening.
- Subcontractor Report, Section 00360
- The apparent low Bidder who fails to submit a completed Subcontractor Report within the time specified in Section 00360 – Subcontractor Report will be found to be not a responsible Bidder and may be required to forfeit the Bid security. The OWNER will then consider the next lowest Bidder for award of the contract.
11. The successful Bidder will be required to submit, within ten Days (calendar) after the date of the "Notice of Intent to Award" letter, the following executed documents:
- Agreement Forms, Section (Section 00500)
 - Performance Bond, Section (Section 00610)
 - Payment Bond, Section (Section 00620)

SECTION 00320 - BID BOND

KNOW ALL MEN BY THESE PRESENTS,

That Southeast Road Builders, Inc. as Principal, and Travelers Casualty and Surety Company of America as Surety, are

held and firmly bound unto Haines Borough

hereinafter called "OWNER," in the sum of Five Percent (5%) of the Contractor's Bid -----

dollars, (not less than 5 percent of the total amount of the Bid)

for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, said Principal has submitted a Bid to said OWNER to perform the WORK required under the bidding schedule(s) of the OWNER's Contract Documents entitled Highland Estates 2013 Water System Upgrade

NOW THEREFORE, if said Principal is awarded a contract by said OWNER and, within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders" enters into a written Agreement on the form of agreement bound with said Contract Documents, furnishes the required certificates of insurance, and furnishes the required Performance Bond and Payment Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect. In the event suit is brought upon this bond by said OWNER and OWNER prevails, said Surety shall pay all costs incurred by said OWNER in such suit, including a reasonable attorney's fee to be fixed by the court.

SIGNED AND SEALED, this 12th day of June, 1911 2013

Southeast Road Builders, Inc. (SEAL) Travelers Casualty and Surety Company of America (SEAL)

(Principal) By: [Signature] (Signature)

(Surety) By: Joan M. Councilman (Signature) Joan M. Councilman, Attorney-in-Fact

(SEAL AND NOTARIAL ACKNOWLEDGEMENT OF SURETY)

ATTORNEY IN FACT ACKNOWLEDGMENT OF SURETY

STATE OF WASHINGTON

COUNTY OF KING

On this 12th day of June, 2013, before me, Pamela A. Nelson, a notary public in and for said county and state, personally appeared Joan M. Councilman known to me to be the person whose name is subscribed to the within instrument as the Attorney-in-Fact of Travelers Casualty and Surety Company of America the corporation named as Surety in said instrument and acknowledged to me that he subscribed the name of said corporation thereto as Surety and his/her own name as Attorney-in-Fact.



Pamela A. Nelson

Notary Public for: State of Washington
My Commission Expires 03/23/2016

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing
P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

SOUTHEAST ROAD BUILDERS, INC

HC 60 BOX 4800 HAINES AK 99827

owned by

SOUTHEAST ROAD BUILDERS, INC

is licensed by the department to conduct business for the period

December 03, 2012 through December 31, 2014
for the following line of business:

23 - Construction

This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Susan K. Bell
Commissioner



No. 23987

Effective: 11/15/2012

Expires: 12/31/2014

STATE OF ALASKA

DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT

Division of Corporations, Business and Professional Licensing

P.O. Box 110806, Juneau, Alaska 99811-0806

Certifies that

SOUTHEAST ROAD BUILDERS INC

Is A Registered

General Contractor without Residential Contractor Endorsement

Commissioner: Susan K. Bell

2013

HAINES BOROUGH BUSINESS LICENSE

Expires March 1, 2014

This is to certify that the business named below has made application to do business in the Haines Borough, Alaska covering the calendar year January 1 to December 31, 2013, or fraction thereof.

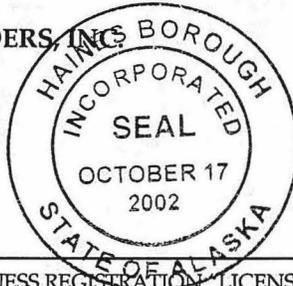
HBC Section 5.02.010

This license must be posted in a conspicuous place
at the business location.

It is not transferable or assignable.

Account # 140.1

SOUTHEAST ROAD BUILDERS, INC.
HC60 BOX 4800
HAINES, AK 99827



Juli Cozzi

Haines Borough Clerk

This license will automatically be renewed if
business is current in all reports. This license
shall not be taken as permission to do business
in the state without having complied with the
other requirements of the laws of the State of
Alaska or of the United States.

NOTE: BUSINESS REGISTRATION "LICENSE" IS RENEWED YEARLY;
REGISTRATION FEE IS BIENNIAL



POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 214863

Certificate No. 004853065

KNOW ALL MEN BY THESE PRESENTS: That St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company and St. Paul Mercury Insurance Company are corporations duly organized under the laws of the State of Minnesota, that Farmington Casualty Company, Travelers Casualty and Surety Company, and Travelers Casualty and Surety Company of America are corporations duly organized under the laws of the State of Connecticut, that United States Fidelity and Guaranty Company is a corporation duly organized under the laws of the State of Maryland, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

John Claeys, Joan M. Councilman, Ronald J. Lange, and Pamela A. Nelson

of the City of Seattle, State of Washington, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 9th day of May, 2012.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: George W. Thompson, Senior Vice President

On this the 9th day of May, 2012, before me personally appeared George W. Thompson, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal. My Commission expires the 30th day of June, 2016.



Marie C. Tetreault
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

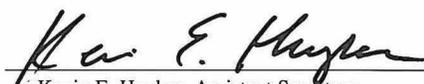
FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 12th day of June, 20 13

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER


Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at www.travelersbond.com. Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

**STATE OF ALASKA
DEPARTMENT OF ENVIRONMENTAL CONSERVATION**

**DISADVANTAGE BUSINESS ENTERPRISES
(MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES)
COMPLIANCE STATEMENT**

To be eligible for award of this contract, the bidder/proposer must execute and submit, as part of his or her bid proposal, this statement relating to Disadvantage Business Enterprises (Minority and Woman-Owned Business Enterprises). This statement shall be deemed a material factor in the City's evaluation of this bid proposal. Failure to complete and submit this statement, or the inclusion of a false statement, shall render the bid proposal non-responsive.

The Southeast Road Builders, Inc. (Company Name) acknowledges that Minority/Woman-Owned Business Enterprises (MBE/WBE) goal of 6.62 %¹ participation (with a good faith effort of 4.58 %² MBE and 2.04 %³ WBE) has been established for this contract, and hereby assures that it will meet the goal or provide documentation to show that the mandatory good faith efforts have been made.

The undersigned certifies that this bidder/proposer is aware of and will comply with MBE/WBE goals of this project and all applicable federal and state statutes and regulations concerning Disadvantage Business Enterprises (Minority and Woman-owned Business Enterprises).

We certify that should we be declared successful bidder/best proposer we shall submit such data as required for award of the contract within the time limits set forth in the contract specifications unless otherwise specified. In addition, we acknowledge that Minority/Woman-Owned Business Enterprises Contract and Procurement Reports will be submitted to the City for each half year of active construction.

We understand that if we are the successful bidder/best proposer and we fail to meet the MBE and/or WBE goals, or fail to demonstrate that we have made the required good faith effort the City can render the bid proposal non-responsive.

Company Name Southeast Road Builders, Inc. RFP/Contract Highland Estates 2013 Water System Upgrade

Authorized Signature 

Title President

Type	¹ Total	² MBE%	³ WBE%
Construction	6.62%	4.58%	2.04%
Services	5.76%	3.22%	2.54%
Supplies	3.35%	2.06%	1.29%

SECTION 00310 - BID SCHEDULE

BASE BID

ITEM NO.	PAY ITEM DESCRIPTION	PAY UNIT	APPROX. QUANTITY	UNIT PRICE		AMOUNT	
				DOLLARS	CENTS	DOLLARS	CENTS
1505.1	Mobilization	Lump Sum	All Req'd	Lump	Sum	19,000	00
1570.1	Erosion Control Plan and SWPPP	Lump Sum	All Req'd	Lump	Sum	20,000	00
2201.1	Clearing and Grubbing	Lump Sum	All Req'd	Lump	Sum	12,000	00
2203.1	Imported Backfill	CY	1,500	24	50	36,750	00
2203.2	Sheeting Shoring and Bracing	Lump Sum	All Req'd	Lump	Sum	5000	00
2204.1	Base Course, Grading D-1	Ton	2,700	54	50	128,075	
2601.1	Water Pipe, AWWA C-900 8-inch PVC, Class 150	LF	3,820	109	10	416,762	00
2602.1	Gate Valve and Valve Box, 8-inch	Each	14	2,500	00	35,000	00
2602.2	Remove Existing Valve Box and Deliver to Haines Water Dept.	Each	3	400	00	1,200	00
2602.3	Install Valve Box		2	3150	00	6,300	00
2603.1	New Fire Hydrant Assembly	Each	4	7,500	00	30,000	00
2603.2	Remove and Replace Fire Hydrant		4	8,000	00	32,000	00
2605.1	Water Service, 1-Inch	Each	35	1,530	00	53,550	00
2605.2	Water Service, 2-Inch	Each	1	2,240	00	2,240	00
2702.1	Construction Surveying	Lump Sum	All Req'd	19,000	00	19,000	00
2806.1	Remove and Dispose of Existing AC Pavement, Concrete Pavement or Chip Seal Asphalt Surfacing	SY	2,500	3	10	7,750	00

\$ 824,627.00
 TOTAL BASE BID

COMPANY NAME: WHITEROCK LLC

SECTION 00300 - BID

BID TO: THE HAINES BOROUGH

- 1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the OWNER on the form included in the Contract Documents (as defined in Article 7 of Section 00500 - Agreement) to perform the WORK as specified or indicated in said Contract Documents entitled

**Highland Estates
2013 Water System Upgrade**

- 2. Bidder accepts all of the terms and conditions of the Contract Documents, including without limitation those in the "Notice Inviting Bids" and "Instructions to Bidders," dealing with the disposition of the Bid Security.
- 3. This Bid will remain open for the period stated in the "Notice Inviting Bids" unless otherwise required by law. Bidder will enter into an Agreement within the time and in the manner required in the "Notice Inviting Bids" and the "Instructions to Bidders," and will furnish insurance certificates, Payment Bond, Performance Bond, and any other documents as may be required by the Contract Documents.
- 4. Bidder has familiarized itself with the nature and extent of the Contract Documents, WORK, site, locality where the WORK is to be performed, the legal requirements (federal, state and local laws, ordinances, rules, and regulations), and the conditions affecting cost, progress or performance of the WORK and has made such independent investigations as Bidder deems necessary.
- 5. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.
- 6. To all the foregoing, and including all Bid Schedule and information required of Bidder contained in this Bid Form, said Bidder further agrees to complete the WORK required under the Contract Documents within the Contract Time stipulated in said Contract Documents, and to accept in full payment therefor the Contract Price based on the total bid price(s) named in the aforementioned Bid Schedule.
- 7. Bidder has examined copies of all the Contract Documents including the following Addenda (receipt of all of which is hereby acknowledged by the Undersigned):

Addenda No.	Date Issued
# 1	June 19, 2013

Addenda No.	Date Issued

Give number and date of each Addenda above. Failure to acknowledge receipt of all Addenda will cause the Bid to be non-responsive and shall cause its rejection.

SECTION 00300 - BID

Dated: <u>6/27/13</u>	Bidder: <u>WHITEROCK LLC</u> (Company Name)
Alaska Business License No: <u>950431, 945978, 945973</u>	By: <u>Jack Smith SR</u> (Signature in Ink)
Alaska CONTRACTOR's License No: <u>35870</u>	Printed Name: <u>JACK SMITH SR</u>
Haines Business License No: <u>924</u>	Title: <u>OWNER</u>
Telephone No: <u>907-766-2544</u>	Address: <u>P.O. BOX 906 / 540 FAARD</u> (Street or P.O. Box)
Fax No: <u>SAME</u>	<u>HAINES, AK 99827</u> (City, State, Zip)

8. The Bidder has read this Bid and agrees to the conditions as stated herein by signing its signature in the space provided below.
9. TO BE CONSIDERED, ALL BIDDERS MUST COMPLETE AND INCLUDE THE FOLLOWING AT THE TIME OF THE BID OPENING:
 - Signed Bid, Section 00300 (includes Addenda receipt statement)
 - Completed Bid Schedule, Section 00310
 - Bid Security (Bid Bond, Section 00320, or by a certified or cashier's check as stipulated in the Notice Inviting Bids, Section 00030)
 - Copy of Alaska Business License
 - Copy of Alaska Contractors License
 - Copy of Haines Business License
 - Alaska Department of Environmental Conservation DBE Compliance Statement (Section 00400).
10. The apparent low Bidder is required to complete and submit the following documents by 4:30 p.m. on the fifth business day following the date of the Bid Opening.
 - Subcontractor Report, Section 00360

The apparent low Bidder who fails to submit a completed Subcontractor Report within the time specified in Section 00360 – Subcontractor Report will be found to be not a responsible Bidder and may be required to forfeit the Bid security. The OWNER will then consider the next lowest Bidder for award of the contract.
11. The successful Bidder will be required to submit, within ten Days (calendar) after the date of the “Notice of Intent to Award” letter, the following executed documents:
 - Agreement Forms, Section (Section 00500)
 - Performance Bond, Section (Section 00610)
 - Payment Bond, Section (Section 00620)

Alaska Business License #

950431

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing

P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

WHITEROCK, LLC

PO BOX 906 HAINES AK 99827

owned by

WHITEROCK, LLC

is licensed by the department to conduct business for the period

January 03, 2013 through December 31, 2014

for the following line of business:

23 - Construction



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Susan K. Bell
Commissioner

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing
P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

WHITEROCK LLC

BOX 906 HAINES AK 99827

owned by

WHITEROCK LLC

is licensed by the department to conduct business for the period

October 25, 2011 through December 31, 2013
for the following line of business:

11- Agriculture, Forestry, Fishing and Hunting



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Susan K. Bell
Commissioner

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing
P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

WHITEROCK LLC

BOX 906 HAINES AK 99827

owned by

WHITEROCK LLC

is licensed by the department to conduct business for the period

October 25, 2011 through December 31, 2013
for the following line of business:

56 - Administrative, Support, Waste Management and Remediation Services



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Susan K. Bell
Commissioner

No. 35870

Effective: 01/17/2013

Expires: 12/31/2014

STATE OF ALASKA

DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT

Division of Corporations, Business and Professional Licensing

P.O. Box 110806, Juneau, Alaska 99811-0806

Certifies that

WHITEROCK, LLC

Is A Registered

General Contractor without Residential Contractor Endorsement

Commissioner: Susan K. Bell

2013

HAINES BOROUGH BUSINESS LICENSE

Expires March 1, 2014

This is to certify that the business named below has made application to do business in the Haines Borough, Alaska covering the calendar year January 1 to December 31, 2013, or fraction thereof.

HBC Section 5.02.010

This license must be posted in a conspicuous place at the business location.

It is not transferable or assignable.

Account # 924

Haines Borough Clerk

WHITE ROCK LLC
BOX 906
HAINES, AK 99827

This license will automatically be renewed if business is current in all reports. This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State of Alaska or of the United States.

**STATE OF ALASKA
DEPARTMENT OF ENVIRONMENTAL CONSERVATION**

**DISADVANTAGE BUSINESS ENTERPRISES
(MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES)
COMPLIANCE STATEMENT**

To be eligible for award of this contract, the bidder/proposer must execute and submit, as part of his or her bid proposal, this statement relating to Disadvantage Business Enterprises (Minority and Woman-Owned Business Enterprises). This statement shall be deemed a material factor in the City's evaluation of this bid proposal. Failure to complete and submit this statement, or the inclusion of a false statement, shall render the bid proposal non-responsive.

The WHITEROCK LLC (Company Name) acknowledges that Minority/Woman-Owned Business Enterprises (MBE/WBE) goal of 6.62%¹ participation (with a good faith effort of 4.58%² MBE and 2.04%³ WBE) has been established for this contract, and hereby assures that it will meet the goal or provide documentation to show that the mandatory good faith efforts have been made.

The undersigned certifies that this bidder/proposer is aware of and will comply with MBE/WBE goals of this project and all applicable federal and state statutes and regulations concerning Disadvantage Business Enterprises (Minority and Woman-owned Business Enterprises).

We certify that should we be declared successful bidder/best proposer we shall submit such data as required for award of the contract within the time limits set forth in the contract specifications unless otherwise specified. In addition, we acknowledge that Minority/Woman-Owned Business Enterprises Contract and Procurement Reports will be submitted to the City for each half year of active construction.

We understand that if we are the successful bidder/best proposer and we fail to meet the MBE and/or WBE goals, or fail to demonstrate that we have made the required good faith effort the City can render the bid proposal non-responsive.

Company Name WHITEROCK LLC RFP/Contract HIGHLAND ESTATES 2013 WATER SYSTEM UPGRADE
 Authorized Signature [Signature]
 Title owner

Type	¹ Total	² MBE%	³ WBE%
Construction	6.62%	4.58%	2.04%
Services	5.76%	3.22%	2.54%
Supplies	3.35%	2.06%	1.29%

**STATE OF ALASKA
DEPARTMENT OF ENVIRONMENTAL CONSERVATION**

**DISADVANTAGE BUSINESS ENTERPRISES
(MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES)
REPORT OF PARTICIPATION**

Project Name _____ RFP/Contract No. _____

Company Name _____ Prepared By _____

The successful bidder/proposer must complete and submit this form after bid time, but prior to contract award. Please list below the name and address of each DBE (MBE/ WBE) subcontractor who will perform work under this contract, along with the contracted amount that will be applicable to the goal. Indicate whether the firm is MBE or WBE, and include your own firm if MBE/WBE eligible. A proposal submitted without adequate MBE/WBE participation or showing of good faith efforts to achieve such participation can render the bid proposal non-responsive. One copy of each executed MBE/WBE subcontract must be provided to the City by the successful prime contractor. Any changes to the list below must have prior approval by the City. Please note, if the MBE/WBE is only certified as a DBE, such as through the Alaska Department of Transportation, and the bidder has exhausted all efforts to determine the subcontractor MBE/WBE status, the bidder may document either category of certification to meet goal objectives.

Firm Name	AK Contractor's License No.	Contact Name & Phone No.	Type of Work	Contract Amount	MBE/WBE
_____	_____	_____	_____	\$ _____	_____
_____	_____	_____	_____	\$ _____	_____
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_____	_____	_____	_____	\$ _____	_____
_____	_____	_____	_____	\$ _____	_____

Contract(s) Total: \$ _____ MBE/WBE Goal: _____ % Achieved: _____ % = \$ _____

Authorized Representative's Signature _____ Date _____

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First National Bank
ALASKA
MEMBER FDIC

CASHIERS CHECK

12

No. 00200705

89-6
1252

PAY FORTY ONE THOUSAND TWO HUNDRED THIRTY ONE and 35/100 USDollars

DATE/TIME
06/27/13

TO
THE
ORDER
OF

HAINES BOROUGH, ALASKA

41,231.35

Remitter or Purchaser

WHITEROCK LLC BY
TONI SMITH

Toni Smith

MEMO: BID SECURITY 2013 HIGHLAND ESTATES
WATER UPGRADE

⑈00200705⑈ ⑆125200060⑆ ⑈2061009801⑈

THE ORIGINAL DOCUMENT HAS A REFLECTIVE WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW WHEN CHECKING THE ENDORSEMENT.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 13-302
Assembly Meeting Date: 7/9/13

Business Item Description:		Attachments:
Subject:	General obligation bond for school projects	1. Memo from Finance Director and Borough Mang. 2. Draft Ordinance 13-07-333 3. Draft Technical Memo from Jensen Yorba Lott re: School Capital Improvement 4. Draft Estimates from Jensen Yorba Lott for project costs
Originator:		
Originating Department:		
Date Submitted:		
Jila Stuart and Bond Counsel		
Finance		
7/3/13		

Full Title/Motion:
Motion: Introduce Ordinance 13-07-333, set a first public hearing for 7/23/13.

Administrative Recommendation:
The borough manager recommends introduction of this ordinance.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$ \$5,050,000 Bond

Comprehensive Plan Consistency Review:

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

Summary Statement:

The Haines Borough School District's older facilities which were not replaced in 2006 when the new K-8 building was constructed are in need of rehabilitation and repairs, which are described in the following attachments.

The following item includes draft documents as this ordinance requires introduction by 7/9 to appear on the 2013 October ballot for Haines Borough voters (without scheduling a special meeting) as required by HBC 11.02(B).

The Borough is applying to the Alaska Department of Education & Early Development to qualify for the School Debt Reimbursement Program which would pay for 60% or 70% of the debt payments, depending on qualifications.

Referral:

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

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 7/9/2013	Tabled to Date:

Memo

Date: July 3, 2013
To: Mayor, Assembly
From: Mark Earnest, Borough Manager
Jila Stuart, Finance Director
RE: Proposed 2013 G.O. Bond Issue



The Haines Borough School District's older facilities which were not replaced in 2006 when the new K-8 building was constructed are in need of rehabilitation and repairs. The Borough Manager along with the Public Facilities Director and School District officials have worked with the firm Jensen Yorba Lott to develop a scope of work and associated cost estimates. The proposed work includes:

Haines High School Vocational Education Building Mechanical Upgrades	\$1,667,000
Mosquito Lake Air Handling Unit	\$346,500
High School Air Handling Units	\$362,300
High School Roof Repairs	\$145,500
High School Locker rooms	\$850,500
Pool Locker rooms	\$1,655,200
Cost of Issuance (<i>CFO estimate</i>)	\$23,000

Total	\$5,050,000

The Borough is applying to the Alaska Department of Education & Early Development to qualify for the School Debt Reimbursement Program which would pay for 60 or 70% of the debt payments, depending on qualifications. Assuming a 20-year repayment period and a 3.90% interest rate annual debt payments would be \$364,039. If the proposed project qualifies at the 70% level the Borough's annual share of debt repayment would be \$109,212. This translates to 0.38 mills with 2013 assessed taxable values. If the project qualifies at the 60% level the Borough's annual share would be \$145,615. This is 0.50 mills with the 2013 assessed taxable values.

An Ordinance of the Haines Borough authorizing the issuance of general obligation bonds in an amount not to exceed \$5,050,000 to finance a plan of capital improvements to school facilities of the Borough; authorizing submission to the qualified voters of the Borough at the regular election to be held on October 1, 2013, of a proposition approving this ordinance and ratifying the authorization of the Bonds; appropriating funds for the projects; and providing for an effective date.

WHEREAS, the Haines Borough School District (the "District") has advised the Assembly of Haines Borough (the "Borough") that it is in the best interests of the District and its students and staff, and residents of the Borough to provide for the capital improvements to facilities of the District described below (the "Projects"); and

WHEREAS, the Assembly wishes to authorize the issuance of not to exceed \$5,050,000 principal amount of general obligation bonds (the "Bonds") to pay all or a portion of the cost of the Projects; and

WHEREAS, the District will be applying for approval from the Alaska Department of Education and Early Development ("DEED") for reimbursement by the State of Alaska of a portion of the debt service on the Bonds in accordance with AS 14.11.100(a)(16)-(17), subject to annual appropriation by the state legislature; and

WHEREAS, the constitution and laws of the State of Alaska require the bond authorization to be submitted to the qualified voters of the Borough for their ratification or rejection, and the Assembly wishes to submit this question to the voters at the regular October 1, 2013 election;

NOW THEREFORE BE IT ENACTED by the Haines Borough Assembly, as follows:

Section 1. Classification. This ordinance is not of a permanent and general nature and will not be codified.

Section 2. Findings; Capital Improvements. It is hereby found and declared that the public welfare and benefit require that the Borough undertake the following capital improvements to school facilities in the Borough (the "Projects"):

- Haines High School: capital improvements including but not limited to mechanical system upgrades to the Vocational Education Building, renovation of locker rooms, renovation to the pool lobby area including ADA compliance upgrades, replacement of an air handling unit, and repair of the roof.
- Mosquito Lake Elementary School: mechanical system upgrades.

The cost of all necessary design, architectural, engineering, legal, and other consulting services, inspection and testing, administrative and relocation expenses, on- and off-site utilities, purchases of furnishings and equipment, and other costs incurred in connection with the Projects shall be deemed a part of the costs of the Projects. The Borough shall determine the specifications for the Projects.

The Borough will determine how to apply available funds to accomplish as nearly as may be all of the Projects. If proceeds of the Bonds, plus other funds of the Borough legally available for this purpose, are insufficient to accomplish all of the improvements comprising the Projects, the Borough will use the available funds, including Bond proceeds, to pay the cost of those improvements included among the Projects that the Borough deems most necessary and in the best interest of the Borough, subject to DEED approval, if required.

If the Assembly determines that it has become impracticable to accomplish one or more of the improvements included among the Projects, because of changed conditions, incompatible development or costs substantially in excess of those estimated, the Borough will not be required to undertake those improvements and may apply the Bond proceeds or any portion thereof to the payment of principal of or interest on the Bonds or to other capital improvements to District facilities, subject to DEED approval, if required.

If proceeds of the Bonds remain unexpended and unencumbered for costs of the Project, those remaining Bond proceeds may be applied to pay the cost of other capital improvements to District facilities or to pay debt service on the Bonds, as the Assembly shall determine, subject to DEED approval, if required.

Section 3. Authorization of Bonds. To provide all or a portion of the funds necessary to pay or reimburse costs of the Projects and costs of issuance of the Bonds, the Borough will issue and sell its general obligation bonds in an aggregate principal amount not to exceed \$5,050,000 (the "Bonds"). The Bonds will be issued in an amount not exceeding the amount approved by the voters of the Borough and not exceeding the amount permitted by the constitution and laws of the State of Alaska. The balance, if any, of the cost of the Projects will be paid out of any other legally available funds, including grants. The Bond proceeds may only be used for capital purposes.

The Bonds will be general obligations of the Borough, and the full faith, credit and resources of the Borough will be pledged to the payment of principal of and interest on the Bonds. Unless paid from other sources, both principal of and interest on the Bonds will be payable out of annual tax levies to be made upon all taxable property within the Borough without limitation as to rate or amount and in excess of any constitutional, statutory or local tax limitation.

The Bonds will be issued and sold in the amounts and at the time or times as the Assembly finds necessary and advisable and as permitted by law. The Bonds may be issued in one or more series and mature in the amounts and at the times within a maximum term of 20 years from the date of issuance of the Bonds, all as authorized by the Assembly and as provided by law. The date, form, interest rates, terms, redemption provisions, maturities, covenants and manner of sale of the Bonds shall be as hereafter provided by ordinance or resolution of the Assembly. After voter approval of the Bond proposition and in anticipation of the issuance of the Bonds, the Borough may issue short-term obligations as authorized by the laws of the State of Alaska.

Section 4. Bond Election. The proposition to approve this ordinance and approve issuing the Bonds to pay costs of the Projects will be submitted to the qualified voters of the Borough for their ratification or rejection at the regular election to be held in the Borough on October 1, 2013. The bond proposition will be in substantially the following form:

HAINES BOROUGH

PROPOSITION 1

\$5,050,000 GENERAL OBLIGATION BONDS
SCHOOL DISTRICT CAPITAL IMPROVEMENTS

Shall Haines Borough incur debt and issue general obligation bonds in the principal amount of not to exceed \$5,050,000, maturing within a maximum of 20 years, to pay costs of the capital improvements described in Ordinance No. 13-_____, including improvements, renovations and upgrades at Haines High School and Mosquito Lake Elementary School, and other capital improvements, and shall Ordinance No. ____ of the Borough authorizing the issuance of the bonds for these purposes be approved?

BONDS Yes

BONDS No

* * * * *

Section 5. Cooperation with DEED. Borough staff is directed to take all actions necessary and desirable to cooperate with the District to seek DEED approval for reimbursement of debt service on the Bonds, subject to annual appropriation by the state legislature.

Section 6. Appropriation and Reimbursement. If the issuance of the Bonds is ratified at the election authorized by this ordinance, the Borough anticipates that prior to the issuance of the Bonds it may be necessary or desirable to pay certain costs of the Projects. Therefore, the Assembly hereby appropriates from the Borough's general fund so much of the total authorization as may be necessary to carry out the provisions of this ordinance, including paying costs of the Projects and costs of issuance of the Bonds. The amounts expended under the appropriation made in this section will be reimbursed to the general fund from the proceeds of sale of the Bonds or short-term obligations authorized by this ordinance. The Assembly hereby declares that this section constitutes a declaration of the Borough's intent to reimburse the general fund from proceeds of tax-exempt bonds within the meaning of Treasury Regulation § 1.150-2, as promulgated under the Internal Revenue Code of 1986, as amended.

Section 7. Notice. The Borough Clerk will provide for notice, publication and posting of this ordinance and the ballot proposition authorized by this ordinance in accordance with the provisions of the Borough Code of Ordinances and state law. The Borough Clerk will also provide for the publication of notice of the total existing bond indebtedness of the Borough, in form and content as prescribed by AS 29.47.190(b), at least once a week for three consecutive weeks, the first such notice to be published at least 20 days before the date of the election.

Haines Borough
Ordinance No. 13-07-333
Page 4 of 4

Section 8. Severability. If any one or more of the provisions of this ordinance is for any reason held to be invalid, such invalidity shall not affect or invalidate any other provision of this ordinance or the Bonds, but this ordinance and the Bonds shall be construed and enforced as if such invalid provision had not been contained herein; provided, however, that any provision that is for any reason held by reason of its extent to be invalid shall be deemed to be in effect to the extent permitted by law.

Section 9. Effective Date. This ordinance will become effective from and after the date of its passage, as provided in Section 2.12.030(B) of the Haines Borough Code of Ordinances.

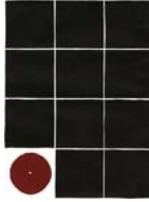
ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ____ DAY OF ____, 2013.

Stephanie Scott, Mayor

ATTEST:

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 07/09/13
Date of First Public Hearing: ___/___/___
Date of Second Public Hearing: ___/___/___



Serving Alaska Since 1935

Date: 6-28-13

RE: HAINES BOROUGH SCHOOL DISTRICT CAPITAL IMPROVEMENT PROJECT

Grant Application Narrative

Bond election date Oct 2013

Haines High School Vocational Education Building Mechanical Upgrades

A condition survey of the Vocational Education Facility Mechanical systems was prepared in 2011 by Murray and Associates Mechanical Engineers. The report reviewed all systems, evaluated options for replacement or repair and provided a recommendation for improvement. The Vocational Education Building was built in 1978. Many of the mechanical systems are original. Systems that have been replaced, were replaced approximately 25 years ago. All systems have exceeded life expectancy and are in need of replacement.

Upgrades to the mechanical systems will address the following:

1. Code compliance. With the age of these systems it is to be expected that many do not comply with current building code. Replacement of the systems with current technology will enable all non compliant systems to be code compliant. Non compliant items include the following: Lack of water hot water heater tempering valves for hand wash sinks, lack of sprinkler back flow preventer, discontinued sprinkler heads, lack of tempering valves on emergency eyewash/shower, installation locations do not comply with the Americans with Disabilities Act, Accessible toilets are not provided, welding and automotive exhaust systems do not provide adequate ventilation, an oil water separator is not provided, gas cylinders are located in an area where combustible waste (sawdust) collects.
2. Energy Usage/Efficiencies. Building mechanical systems have improved with technology offering higher efficiencies and building automated controls. Replacement of systems of this age will offer considerable energy and operational efficiencies for the school district. Energy efficiencies can be accomplished with the following changes: New high efficiency boiler with hot water emersion coil to eliminate electric hot water tank. Insulation of all piping. Installation of variable speed heat pumps in lieu of constant volume. Installation of ventilation system with premium efficient motors and variable speed fans, and installation of modern DDC controls.

The Murray and Associates Recommendations for Mechanical Upgrades are:

1. Heat Plant: Renovate the heat plant with new boiler, immersion coil, chimney, pumps, piping and controls.
2. Heating Piping: Replace heating piping and appurtenances and install variable speed pumps, new control valves, and thermostats.
3. Ventilation system: Replace units with multi zone premium efficient variable speed motor. Replace ducts, louvers, caps, diffusers. Test and balance the system.
4. Toilet Room Exhaust: Replace all individual exhaust fans with gang type exhaust for toilet rooms. Provide heat recovery coil to transfer heat to a coil in the building ventilation unit.

5. Vehicle exhaust: Replace Vehicle exhaust fans and ductwork and replace incorporate into control system.
6. Welding Exhaust System: Replace welding exhaust fans and duct work. Install articulating capture fans and tie into control system.
7. Small Engine Cleaning Tank: Replace tank and exhaust fans. Replace ductwork and tie fans into control system.
8. Compressed air: Replace air compressor and appurtenances.
9. Trench Drain Oil Water Separator: Replace catch basin with oil/water separator. Floor modifications required.
10. Plumbing systems: Replace piping with type L copper, replace fixtures with ADA compliant fixtures and reconfigure toilet rooms, install tempering valves, replace all emergency wash equipment.
11. Fire alarm & sprinkler: Replace fire alarm and sprinkler system.
12. Controls: Replace pneumatic controls with a direct digital control system connected to the existing school DDC system along with an individual remote work station.
13. Asbestos removal: Duct seams and pipe elbow anticipated to be asbestos containing.

Mosquito Lake Air Handler Replacement

The existing air handler for the Mosquito Lake School was installed in the original construction of the school over 30 years ago. The air handling unit has exceeded its useful life and requires replacement. The School District has retained Mechanical Engineer Doug Murray to provide replacement design for the air handling unit.

Replacement of the Air Handling Unit will address the following:

1. Energy Usage/Efficiencies. Building mechanical systems have improved with technology offering higher efficiencies and building automated controls. Replacement of systems of this age will offer considerable energy and operational efficiencies for the school district. Energy efficiencies can be accomplished with the following changes: Installation of a ventilation system with premium efficient motors and variable speed fans, and installation of modern DDC controls.

Haines High School Air Handling Units

A condition survey of the High School Air Handling units was prepared in January of 2013 by Murray and Associates Mechanical Engineers. The report reviewed three units VU-1, VU-2, VU-3, in regard to condition and noise generation/transmission to adjacent classroom space. The fan units have been in place since original construction in 1972. The units are located in a penthouse directly above the art classroom. All fan units have exceeded service life expectancy and are in need of replacement.

Upgrades to the mechanical systems will address the following:

1. Noise Attenuation: Replacement of the air handling units will provide new quieter fan units equipped with integral isolation to prevent transfer of noise to adjacent spaces.
2. Energy Usage/Efficiencies. Building mechanical systems have improved with technology offering higher efficiencies and building automated controls. Replacement of systems of this age will offer considerable energy and operational efficiencies for the school district. Energy efficiencies can be accomplished with the following changes: Installation of ventilation system with premium efficient motors and variable speed fans, and installation of modern DDC controls.

Haines High School Roof Repairs or Replacement

A condition survey of the Original High School Roof and the Pool Roof was prepared in May of 2013 by Jensen Yorba Lott Architects. The report reviewed the ongoing problems with the roofs, and potential repairs or replacement. The roof is comprised of 8 separate sections of roof, at various elevations and slopes. The roof has 3 different roofing products installed; modified bitumen, PVC and EPDM. The various roof materials appear to have another 5 to 10 years of life. Repairs along with regular monitoring and maintenance could extend the life of each roof another several years. Replacement of the roof offers opportunity to address any items that do not comply with building code and to add roof insulation improving the thermal efficiency of the exterior enclosure and to have one roofing system for the facility.

Repairs would address the following:

1. Current leaks and areas that could develop leaks.
2. Repairs to roofs include monitoring trouble locations, sealing downspouts, sealing modified bitumen and EPDM at roof flashing, cleaning gutters and drains, repair of seams, installation of roof drains, repair of failing roofing and flashing at roof penetrations (mechanical units), repair isolated water damage.

Roof replacement would offer the following benefits:

1. One roofing material for the entire roof with consistent flashing details and a 30 year warranty.
2. Code compliance by providing required overflow scuppers.
3. Opportunity to add additional insulation to increase the thermal performance of the building and reduce energy cost.

Haines High School Locker Rooms

A condition survey of the Haines High School Locker Room was performed in 2010 by Jensen Yorba Lott. The report reviewed the condition of the facility including finishes and systems, compliance with building codes and compliance with the American with Disabilities Act. The facility was evaluated for space utilization and recommended improvements included in a concept design.

Remodel of the locker rooms will address:

1. Replacement of materials and systems that have exceeded their service life including, domestic water piping, plumbing fixtures, heating and ventilating system, electrical devices, floor wall and ceiling finishes, metal lockers.
2. Code compliance. Code requires accessible toilets and showers. The reconfiguration of the locker rooms will provide fully accessible toilets and showers. Relocation of the weight room brings the space into compliance with building code for head room and exiting. The current location under the pool does not comply with code.
3. Energy Usage/Efficiencies. Building mechanical systems have improved with technology offering higher efficiencies and building automated controls. Replacement of systems that have exceeded their service life will offer considerable energy and operational efficiencies for the school district. Energy efficiencies can be accomplished with the following changes: New heat and ventilation system and controls.

Haines Pool Locker Room

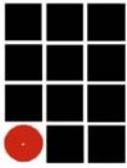
A condition survey of the Haines High Pool Locker Room Entry and Lobby was performed in 2010 by Jensen Yorba Lott. The report reviewed the condition of the facility including finishes and systems, compliance with building codes and compliance with the American with Disabilities Act. The facility was evaluated for space utilization and recommended improvements included in a concept design.

Remodel of the locker rooms will address:

1. Replacement of materials and systems that have exceeded their service life including, domestic water piping, plumbing fixtures, heating and ventilating system, electrical devices, floor wall and ceiling finishes, metal lockers.
2. Code compliance. Code requires an accessible from entry to use. The building entry, ramps, lobby and locker rooms required certain corrections to bring them into full compliance. The reconfiguration of the entry lobby and locker rooms will provide fully accessible facility including an elevator and accessible toilets, showers and dressing areas in the locker room. Additionally public toilets are required to be provided separate from the locker room toilets to comply with code.
3. Energy Usage/Efficiencies. Building mechanical systems have improved with technology offering higher efficiencies and building automated controls. Replacement of systems that have exceeded their service life will offer considerable energy and operational efficiencies for the school district. Energy efficiencies can be accomplished with the following changes: New heat and ventilation system and controls. Reconfiguration of the lobby and lockers will physically separate the spaces and will enable control of air flow between the spaces improving energy efficiency.
4. Programmatic changes to better serve clientele.

DRAFT

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**Jensen
Yorba
Lott**
Inc.

Haines Borough School District 2014 Capital Improvements

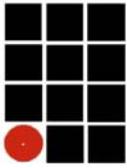
Haines, AK

Summary

Total Project Cost

6/28/2013

TOTAL PROJECT COST	Total
All numbers are rounded	
1 Haines High School Vocational Education Building Mechanical Upgrades	\$1,667,000
2 Mosquito Lake Air Handling Unit	\$346,500
3 High School Air Handling Units	\$362,300
4 High School Roof Repairs	\$145,500
5 High School Roof Replacement (either 4 or 5 not both)	\$1,941,600
6 High School Locker rooms	\$850,500
7 Pool Locker rooms	\$1,655,200
Estimate of Total Funding Required	\$5,027,000



Haines High School Vocational Education Building Mechanical Upgrades

Total Project Cost

6/28/2013

Direct Costs			Subtotal	Total
Element				

Costs escalated to 2013 from 2012 SD report

a	Site related work for ows	1	ls	\$41,200
b	Building exterior related work	1	ls	\$20,600
c	Building interior related work	1	ls	\$41,200
d	Heat Plant: Total construction cost	1	ls	\$77,300
e	Heating Piping and Units	1	ls	\$36,000
f	Ventilation Systems	1	ls	\$185,400
g	Toilet Exhaust Systems	1	ls	\$15,400
h	Vehicle Exhaust Systems	1	ls	\$30,900
i	Welding Exhaust System	1	ls	\$18,600
j	Small Engine Cleaning Tank Exhaust System	1	ls	\$12,720
k	Compressed Air	1	ls	\$42,400
l	Trench Drain Oil Water Separator	1	ls	\$20,600
m	Plumbing Systems			
	Hot water generation	1	ls	\$7,700
	Piping	1	ls	\$20,600
	Emergency eye wash shower	1	ls	\$12,400
n	Fire Sprinkler	1	ls	\$20,600
o	Control Systems	1	ls	\$92,700
p	Electrical Power Distribution	1	ls	\$27,900
q	Electrical Main & Branch Panel Board	1	ls	\$39,700
r	Mechanical Equipment Circuits	1	ls	\$25,800
s	Lighting Systems	1	ls	\$63,900
t	Fire alarm Systems	1	ls	\$28,900
u	Hazardous Materials Abatement (Asbestos)	1	ls	\$12,400

Construction Subtotal				\$894,920
General Conditions Overhead and Profit		25%		\$223,730
Estimating Contingency		10%		\$111,865
Escalation Contingency (3% per year to mid construction duration assumed 2015)				\$73,831
Construction Contingency		15%		\$195,652
Construction Cost Total				\$1,304,346

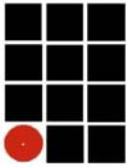
Continued on page 2

Haines High School Vocational Education Building Mechanical Upgrades

Total Project Cost

Indirect Costs			
Element			Subtotal Total
Site acquisition	existing		\$0
Utilities- power, sewer, water	existing		\$0
Site investigation	none		\$0
Seismic Hazard	none		\$0
Site survey	none		\$0
Geotechnical report	none		\$0
Design & Construction Services	10%		\$130,435
Permitting	0.3%		\$3,913
Special Inspections	0.5%		\$6,522
Furnishings, Equipment & Technology	none		\$0
Owner Project Administration	7%		\$91,304
Art	N/A		\$0
Project Contingency	10%		\$130,435
Total Project Cost			\$1,666,954

DRAFT



Mosquito Lake School Air Handling Unit Replacement

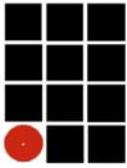
Total Project Cost

6/28/2013

Direct Costs			Subtotal	Total
Element				
a	Air Handling Unit Fan Replacement	1 ls	\$146,000	
b	Power Service to fan	1 ls	\$4,400	
c	Hazardous Materials Abatement (Asbestos)	1 ls	\$7,400	
Construction Subtotal				\$157,800
General Conditions Overhead and Profit			25%	\$39,450
Estimating Contingency			10%	\$19,725
Escalation Contingency (3% per year to mid construction duration assumed 2015)				\$13,019
Construction Contingency			15%	\$34,499
Construction Cost Total				\$264,493

Continued on page 2

Indirect Costs			Subtotal	Total
Element				
Site acquisition	existing			\$0
Utilities- power, sewer, water	existing			\$0
Site investigation	none			\$0
Seismic Hazard	none			\$0
Site survey	none			\$0
Geotechnical report	none			\$0
Design & Construction Services	13%			\$34,384
Permitting	0.5%			\$1,322
Special Inspections	0.5%			\$1,322
Furnishings, Equipment & Technology	none			\$0
Owner Project Administration	7%			\$18,514
Art	N/A			\$0
Project Contingency	10%			\$26,449
Total Project Cost				\$346,485



Haines High School Air Handling Unit Replacement

Total Project Cost

6/28/2013

Direct Costs		
Element		

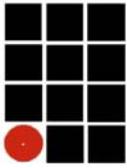
a Air Handling Unit Fan Replacement	1 ls	\$150,000
b Power Service to fan	1 ls	\$6,000
c Hazardous Materials Abatement (Asbestos)	1 ls	\$4,500
d Ceiling & sound isolation	1 ls	\$4,500

Construction Subtotal		\$165,000
General Conditions Overhead and Profit	25%	\$41,250
Estimating Contingency	10%	\$20,625
Escalation Contingency (3% per year to mid construction duration assumed 2015)		\$13,613
Construction Contingency	15%	\$36,073
Construction Cost Total		\$276,561

Indirect Costs		
Element		

Site acquisition	existing	\$0
Utilities- power, sewer, water	existing	\$0
Site investigation	none	\$0
Seismic Hazard	none	\$0
Site survey	none	\$0
Geotechnical report	none	\$0
Design & Construction Services	13%	\$35,953
Permitting	0.5%	\$1,383
Special Inspections	0.5%	\$1,383
Furnishings, Equipment & Technology	none	\$0
Owner Project Administration	7%	\$19,359
Art	N/A	\$0
Project Contingency	10%	\$27,656

Total Project Cost		\$362,294
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**Jensen
Yorba
Lott**
Inc.

Haines Borough School District 2014 Capital Improvements

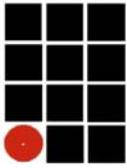
Haines, AK

Haines High School Roof Repairs

Total Project Cost

6/28/2013

Direct Costs			Subtotal	Total
Element				
a	Pool Roof	1 ls	\$3,750	
b	Entry Hall to gym - low roof	1 ls	\$9,000	
c	Gym Roof	1 ls	\$15,000	
d	Roof above former boiler room	1 ls	\$13,500	
e	High Roof at Mechanical	1 ls	\$6,000	
f	Low roof adjacent Music	1 ls	\$0	
g	Music Room Roof	1 ls	\$4,500	
h	Old High School Roof	1 ls	\$14,500	
Construction Subtotal				\$66,250
General Conditions Overhead and Profit		25%		\$16,563
Estimating Contingency		10%		\$8,281
Escalation Contingency (3% per year to mid construction duration assumed 2015)				\$5,466
Construction Contingency		15%		\$14,484
Construction Cost Total				\$111,043
Indirect Costs			Subtotal	Total
Element				
	Site acquisition	existing		\$0
	Utilities- power, sewer, water	existing		\$0
	Site investigation	none		\$0
	Seismic Hazard	none		\$0
	Site survey	none		\$0
	Geotechnical report	none		\$0
	Design & Construction Services	13%		\$14,436
	Permitting	0.5%		\$555
	Special Inspections	0.5%		\$555
	Furnishings, Equipment & Technology	none		\$0
	Owner Project Administration	7%		\$7,773
	Art	N/A		\$0
	Project Contingency	10%		\$11,104
Total Project Cost				\$145,467



Haines High School Roof Replacement

Total Project Cost

6/28/2013

Direct Costs		Subtotal	Total
Element			

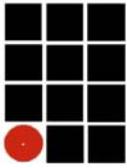
a Remove roof	1 ls	\$32,000	
b Replace roof & add insulation	1 ls	\$873,000	

Construction Subtotal			\$905,000
General Conditions Overhead and Profit	25%		\$226,250
Estimating Contingency	10%		\$113,125
Escalation Contingency (3% per year to mid construction duration assumed 2015)			\$74,663
Construction Contingency	15%		\$197,856
Construction Cost Total			\$1,516,893

Indirect Costs		Subtotal	Total
Element			

Site acquisition	existing		\$0
Utilities- power, sewer, water	existing		\$0
Site investigation	none		\$0
Seismic Hazard	none		\$0
Site survey	none		\$0
Geotechnical report	none		\$0
Design & Construction Services	10%		\$151,689
Permitting	0.5%		\$7,584
Special Inspections	0.5%		\$7,584
Furnishings, Equipment & Technology	none		\$0
Owner Project Administration	7%		\$106,183
Art	N/A		\$0
Project Contingency	10%		\$151,689

Total Project Cost			\$1,941,623
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Haines High School Locker room Remodeloof Replacement

Total Project Cost

7/2/2013

Direct Costs		
Element		

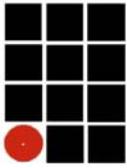
a Remodel Locker Room & Weight Room	1 ls	\$396,413
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Construction Subtotal		\$396,413
General Conditions Overhead and Profit	25%	\$99,103
Estimating Contingency	10%	\$49,552
Escalation Contingency (3% per year to mid construction duration assumed 2015)		\$32,704
Construction Contingency	15%	\$86,666
Construction Cost Total		\$664,438

Indirect Costs		
Element		

Site acquisition	existing	\$0
Utilities- power, sewer, water	existing	\$0
Site investigation	none	\$0
Seismic Hazard	none	\$0
Site survey	none	\$0
Geotechnical report	none	\$0
Design & Construction Services	10%	\$66,444
Permitting	0.5%	\$3,322
Special Inspections	0.5%	\$3,322
Furnishings, Equipment & Technology	none	\$0
Owner Project Administration	7%	\$46,511
Art	N/A	\$0
Project Contingency	10%	\$66,444

Total Project Cost		\$850,480
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Haines Pool Locker Room & Lobby Remodel

Total Project Cost

7/2/2013

Direct Costs		Subtotal	Total
Element			

a Remodel Locker Room & Lobby	1 ls	\$771,500	
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Construction Subtotal		\$771,500
General Conditions Overhead and Profit	25%	\$192,875
Estimating Contingency	10%	\$96,438
Escalation Contingency (3% per year to mid construction duration assumed 2015)		\$63,649
Construction Contingency	15%	\$168,669
Construction Cost Total		\$1,293,130

Indirect Costs		Subtotal	Total
Element			

Site acquisition	existing	\$0
Utilities- power, sewer, water	existing	\$0
Site investigation	none	\$0
Seismic Hazard	none	\$0
Site survey	none	\$0
Geotechnical report	none	\$0
Design & Construction Services	10%	\$129,313
Permitting	0.5%	\$6,466
Special Inspections	0.5%	\$6,466
Furnishings, Equipment & Technology	none	\$0
Owner Project Administration	7%	\$90,519
Art	N/A	\$0
Project Contingency	10%	\$129,313

Total Project Cost		\$1,655,207
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**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 13-304
Assembly Meeting Date: 7/9/13

Business Item Description:	Attachments:
Subject: Election procedures in case of >40% votes.	1. Ordinance 13-07-334
Originator: Debra Schnabel	
Originating Department: Assembly Member (including agenda bill language)	
Date Submitted: 7/1/13	

Full Title/Motion:
 Motion: Introduce Ordinance 13-07-334, set a first public hearing for 7/23/13.

Administrative Recommendation:

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$ -0-	\$	\$ -0-

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.: "Assembly Strategic Plan"	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:

"This ordinance amends HBC 13-05-327 that describes our election procedures. Currently, 2.68.510 states that in the instance a candidate receives fewer than 40% of the vote, an election shall be held between the candidates and that there shall be two candidates. It cannot be guaranteed that there will be two candidates receiving less than 40% of the vote, nor is there provision for additional candidates. This amendment calls for the appointment of a single remaining candidate for a term of one year. The amendment also deletes language specifying when and how the election shall occur, to provide flexibility for mail-in or other methods of voting."
 -Note from Clerk's office: This item was submitted as an amendment to the recently passed Ordinance 13-05-327. Due to the extent of the changes this amendment was converted to an ordinance and sent for legal review on 7/2/13.

Referral:

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

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 7/9/2013	Tabled to Date:

**AN ORDINANCE OF THE HAINES BOROUGH AMENDING BOROUGH CODE
TITLE 2, SECTIONS 2.68.510 TO ALTER RUNOFF ELECTION PROCEDURE.**

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

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

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

Section 3. Effective Date. This ordinance is effective upon adoption.

Section 4. Amendment of Section 2.68.510. Section 2.68.510 of the Haines Borough Code of Ordinances is amended to read as follows:

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

2.68.510 Votes required to elect – Runoff elections.

If in a borough election an office is not filled because **more than one** candidates received fewer than 40 percent of the votes cast, the borough shall hold a runoff election between the **unseated** candidates receiving the greatest number of votes for the office on the first Tuesday in November following the canvass and certification as in HBC 2.68.500. There shall be two runoff candidates for each office to be filled. **If there are fewer than two unseated candidates, the single candidate shall be appointed to fill the seat for one year until the next regular election when the seat shall be declared open for election for the remainder of the term.** Notice of the runoff election shall be published at least 10 days before the election date. The person(s) receiving the highest number of votes shall be elected following canvass and certification of the election as provided in HBC 2.68.500.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ___
DAY OF ___, 2013.

ATTEST:

Stephanie Scott, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 07/09/13
Date of First Public Hearing: ___/___/___
Date of Second Public Hearing: ___/___/___



Agenda Bill No.: 13-300
 Assembly Meeting Date: 7/9/13

Business Item Description:	Attachments:
Subject: FY14 Budget Amendment #1	1. Ordinance 13-07-335
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 7/3/13	

Full Title/Motion:
 Motion: Introduce Ordinance 13-07-335, set a first public hearing for 7/23/13.

Administrative Recommendation:

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required
\$ see ordinance	\$ see ordinance	\$ see ordinance

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.:	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
 This provides for the addition or amendment of the FY 14 budget to appropriate money from the Borough's Cruise Ship Passenger Tax for sidewalk improvements to Front Street.
 This ordinance originated from a motion made during the 6/25/13 Borough Assembly meeting to direct the Acting Manager/Director of Public Facilities to arrange for sidewalk improvements on Front Street with the State of Alaska, not to exceed amount \$110,000 from the Borough Cruise Ship Tax funds.

Referral:

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

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 7/9/2013	Tabled to Date:

AN ORDINANCE OF THE HAINES BOROUGH, PROVIDING FOR THE ADDITION OR AMENDMENT OF SPECIFIC LINE ITEMS TO THE FY14 BUDGET.

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

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

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

Section 3. Appropriation. This appropriation is hereby authorized as part of the budget for the fiscal year July 1, 2013 through June 30, 2014.

Section 4. Purpose. To provide for the addition or amendment of specific line items to the FY14 budget as follows:

To appropriate \$110,000 of Commercial Passenger Vessel Tax funds for sidewalk improvements on Front Street adjacent to the State DOT road paving project. This project provides a direct service to cruise ship vessel passengers by upgrading a cracked sidewalk that passengers use to stroll along the waterfront. The improved sidewalks links directly with the sidewalk from the cruise ship dock and leads passengers along the waterfront, past the harbor, to downtown. The rehabilitation of the sidewalk will ensure the safety of disabled and physically challenged passengers by providing a world-class strolling and viewing experience.				
		Current FY14 Budget	Proposed FY14 Budget	Fund Balance Increase / (Decrease)*
34-98-00-8254	Operating Xfer – From CPV Fund	\$0	\$110,000	(\$110,000)
50-98-00-8254	Operating Transfer –To CIP Fund	\$0	\$110,000	\$110,000
50-01-00-7392	Project Expenditures	\$0	\$110,000	(\$110,000)
Total for waterfront sidewalk improvements				(\$110,000)

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

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS _____ DAY OF _____, 2013.

ATTEST:

Stephanie Scott, Mayor

Julie Cozzi, MMC, Borough Clerk

Date Introduced: 07/09/13
Date of First Public Hearing: ___/___/___
Date of Second Public Hearing: ___/___/___

Mayoral Appointments 7/9/13

Tourism Advisory Board

Michael Marks – Appointment - term expires 11/2016

This will leave 0 vacancies

Remaining Board Vacancies:

Chilkat Center Advisory Board – 2 seats

Ad hoc Downtown Revitalization Committee – 2 seat

Four Winds RMSA Board – up to 4 seats

Historic Dalton Trail RMSA Board – 1 seat

Riverview Drive RMSA Board – up to 2 seats

Michelle Webb

From: Tanya Carlson
Sent: Tuesday, June 25, 2013 9:27 AM
To: Julie Cozzi; Michelle Webb
Subject: TAB Minutes and Seat Recommendation
Attachments: 5-31-13 TAB Meeting Minutes.docx; 4-24-13 TAB Meeting Minutes.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

Good Morning,

Attached are the approved minutes from April & May. The board also voted for Michael Marx to fill the open seat on the TAB. Barb is the new president of the board and she will most likely email you today with that recommendation.

The next TAB meeting is scheduled for Monday, July 22, 9:30 am for the Assembly Chambers. The board will be voting on a new VP in that meeting. Please let me know if you have any questions.

Cheers,

Tanya Carlson

Director of Tourism
Haines Borough

PO Box 530
Haines, AK 99827
907-766-2234
907-766-3155 Fax
tcarlson@haines.ak.us
www.haines.ak.us



June 10, 2013

From:
Michael Marks
P.O. Box 1101
Haines, Alaska 99827

To:
Mayor, Stephanie Scott
Haines Borough
P.O. Box 1209
Haines Alaska 99827

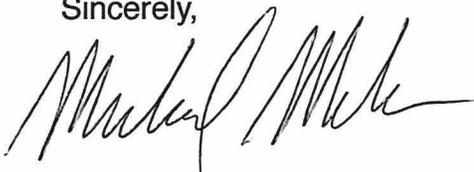
To: Mayor, Stephanie Scott

Last week Jeff Butcher shared with me that there is a Board seat open on the Tourism Advisory Board and asked if I had an interest in serving on the Board. I responded that I would like to participate as a Board Member. As a result please accept this letter stating my interest in being considered as a candidate to fill the currently vacant position on the Board, my Application for Appointment and my resume.

My experience in tourism comes from my position as the first Cultural Arts Coordinator for the newly formed City of Santa Clarita in California. The City of Santa Clarita was committed to enhancing the quality of life in the City for its residents, to enticing businesses with its workforce and to increasing tourism. In my role I was directed to design and implement an assortment of cultural programs that would have a meaningful impact. As Arts & Events Supervisor my function was to develop City Regional Events that would not only attract residents but would also attract visitors who would need to spend a few days in our City to experience multi-day events. I served as a member of the Santa Clarita Tourism Bureau for several years. These activities have provided me with hands on experience in developing events for visitors and residents, advertising in the tourism market place and showcasing local business to the public.

After living in Haines for four years I feel I know the community well enough to make a contribution as a Board Member of the Tourism Advisory Board.

Sincerely,



Michael Marks

RECEIVED Haines Borough

JUN 10 2013

Clerk's Office



Haines Borough Application for Appointment

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

<input type="checkbox"/>	Planning Commission	<input type="checkbox"/>	Boat Harbor Advisory Committee
<input checked="" type="checkbox"/>	Tourism Advisory Board	<input type="checkbox"/>	Fire Service Area Board #3 (Klehini)
<input type="checkbox"/>	Chilkat Center Advisory Board	<input type="checkbox"/>	Fire Service Area Board #4 (Mud Bay)
<input type="checkbox"/>	Parks and Recreation Advisory Board	<input type="checkbox"/>	Letnikof Estates Road Maintenance Service Area Board
<input type="checkbox"/>	Museum Board of Trustees	<input type="checkbox"/>	Riverview Road Maintenance Service Area Board
<input type="checkbox"/>	Library Board of Trustees	<input type="checkbox"/>	Historic Dalton Trail Road Maintenance Service Area Board
<input type="checkbox"/>	Public Safety Commission	<input type="checkbox"/>	Four Winds Road Maintenance Service Area Board

Name: Michael Marks
Residence Address: 3 Inlet Drive, Haines, Alaska 99827
Mailing Address: P.O. Box 1101, Haines, Alaska 99827
Business Phone: _____ **Home Phone:** 766-2071
Fax: _____ **Email:** kayakcove@att.net

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

Michael Marks
 Signature of Applicant

June 10, 2013
 Date

PLEASE ATTACH A BRIEF RESUME DESCRIBING YOUR QUALIFICATIONS

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

Michael Marks

P.O. Box 1101, Haines, Alaska 99827

Telephone: 766-2071 Email: kayakcove@att.net

Objective To become a board member of the Tourism Advisory Board and make a contribution from my experiences to the organization. Currently retired and living in Haines.

Experience

2005-2008 City of Santa Clarita Santa Clarita, CA
Arts & Events Supervisor, Art in Public Places
Coordinate City Regional Events: *Walk of Western Stars* and the *July 4th Fireworks Celebration*
Develop and Manage: *Old Town Newhall Mural Project*, *Art on a Trash Can*, and the *California Bear Project*, assistant to the *Tour of California*, bike race
Manage and issue: All permits for Special Events and Parades in the City of Santa Clarita

2002-2005 City of Santa Clarita Santa Clarita, CA
Arts & Events Supervisor, Regional Events
Coordinate City Regional Events: *Cowboy Poetry & Music Festival*, *Santa Clarita Street Art Festival* and *July 4th Fireworks Celebration*
Develop advertising campaigns for regional events
Manage Regional Events budgets and prepare financial reports
Administer *Cowboy Poetry and Music in the Schools*
Apply for National Endowment for the Arts, California Arts Council and other grants
Supervise Regional Events staff and member of the Santa Clarita Tourism Bureau

1990-2002 City of Santa Clarita Santa Clarita, CA
Cultural Arts Coordinator
Design and implement City's first cultural programs including: *Cowboy Poetry & Music Festival*, *Blue Barrel Blues Festival*, *Concerts in the Parks*, *Shakespeare in the Parks & Schools*, *Share the World*, *Noontime Concerts*, *Music at Historic Sites*, *Arts & Crafts Fairs* and *Stars & Stripes Festival*
Coordinate *Cinco de Mayo*, *Haunted Jailhouse*, *5 K Races* and *Frolic in the Snow*
Member of the Santa Clarita Tourism Bureau

1982-1990 Bel-Air Prep School West Hollywood, CA
Chairman & Instructor, Fine Arts Department
Supervise Drama, Fine Arts, Yearbook, Photography and Dance teachers
Teach students fine arts
Coordinate Fine Arts Night

1984-1986 University of Southern California Los Angeles, CA
Visiting Lecturer, Continuing Education Department
Teach "Children's Book Illustration" class how to write and illustrate books

1984-1985 Los Angeles County Museum of Art Los Angeles, CA
Teacher, Education Department
Teach "Sculpting with Air" class how to design and build inflatable sculptures

1978-1982 California Arts Council Sacramento, CA
Artist-in-Residence, Grant Program
Design and implement innovative arts programs for grades K-8

Education

2001	Certified Festival Executive	Purdue University	West Lafayette, IN
1976	M.F.A., Art & Design	California Institute of the Arts	Valencia, CA
1974	B.F.A., Painting & Sculpture	Carnegie Mellon University	Pittsburgh., PA

Board Member: Sheldon Museum and Cultural Center, Haines, AK
American Bald Eagle Foundation, Haines, AK
Letnikof Esates Road Maintenance Service Area, Haines, AK



Agenda Bill No.: 13-301
 Assembly Meeting Date: 7/9/13

Business Item Description:	Attachments:
Subject: Confirmation of John Hairr to Museum Director	1. Application for Museum Director - John Hairr
Originator: Mayor	
Originating Department:	
Date Submitted: 7/1/13	

Full Title/Motion:
 Motion: Confirm the Museum Board of Trustee's choice of John Hairr as the new Director of the Sheldon Museum and Cultural Center.

Administrative Recommendation:

Fiscal Impact:

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

Comprehensive Plan Consistency Review:

Comp Plan Policy Nos.:	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No
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Summary Statement:
 The Museum Board of Trustee conducted a special meeting on June 17th, 2013 to conduct second interviews and make a formal decision about a new Museum Director. This hire recommendation is presented through the mayor. Assembly confirmation is requested in compliance with HBC 2.100.050.

Referral:

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

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 7/9/2013	Tabled to Date:

#7

[REDACTED]
Lillington, NC 27546
May 3, 2013

Greetings,

My name is John Hairr, and I am applying for the position of Director of the Sheldon Museum and Cultural Center. Upon reading the description of the job posted on the Internet, I was intrigued with what sounds like a rewarding and challenging opportunity to work with your institution in the beautiful city of Haines, Alaska.

As you will note from my attached material, I have a unique combination of skills and experiences that are ideally suited to perform the tasks of this position. I have extensive experience conducting historical research, and have spent countless hours investigating a wide variety of topics in facilities both here and abroad. Most people recognize me for my in depth knowledge of the Revolutionary War period, having researched that period extensively in the US, Canada and Great Britain while writing two books and several articles about that conflict. But my interest in the past runs much deeper, as I have a keen interest in all facets of history, especially natural and maritime history. In addition to eighteen years' experience in the field of public history, I have administrative and supervisory experience gained by working for private business, state government and two university systems. While obtaining my master's degree in education at NC State University, many of my classes were directly related to adult education, program planning, time management and leadership development. I have used various computer software packages, both Mac and PC, designing publications such as magazines, pamphlets, and books, as well as producing digital videos. I have vast experience as a writer and communicator, having written for several publications including *Mercator's World* and *South Carolina Wildlife*. I have been fortunate to receive many accolades for my work as a communicator, including being named a member of the Outdoor Writers Association of America.

My personal interests are varied and diverse. I am an avid outdoorsman, and have spent countless hours rambling in the woods, snow skiing, canoeing, hiking, snorkeling, bicycling, fishing, and a host of other outdoor pursuits too numerous to list. My passion is exploring the natural wonders of the world. Not only have I explored these places for personal satisfaction, but I have also shared them with others by developing continuing education classes through NC State's Encore program and Central Carolina Community College, as well as coordinating group tours for various organizations to places of natural or historical significance such as Carolina Bays, abandoned mines, forgotten river navigation works, and lighthouses.

I have long desired to move to Alaska, but various personal obligations prevented my leaving North Carolina until now. Haines is one of my favorite locations in the state, and would be an ideal place to relocate for an avid outdoorsman like myself. I hope you will give me the opportunity to join your team as Museum Director.

Sincerely,

[REDACTED]
John Hairr

RECEIVED Haines Borough
MAY 08 2013
Clerk's Office

JULY 9TH Assembly



EMPLOYMENT APPLICATION
HAINES BOROUGH, ALASKA
P.O. BOX 1209, HAINES, AK 99827

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status. Please do not send photographs of applicant with application. Once submitted to the Borough, applications become public record and are subject to public review EXCEPT for the Confidential Information page (page 5). Conditions of employment are stated at the end of this application. Please read it carefully before signing.

(PLEASE PRINT OR TYPE)

IF REQUESTED INFORMATION IS INCLUDED ON AN ATTACHED RESUMÉ, YOU MAY INDICATE "SEE RESUMÉ"

Position Applied For		Date of Application May 3rd, 2013	
Last Name Halrr	First Name John	Middle Name Edward	
Mailing Address [REDACTED]	City Lillington	State NC	Zip Code 27330
Telephone Number [REDACTED]	Other Telephone	E-mail [REDACTED]	

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Best time to contact you at home is: 7 :00 am/pm

Are you currently employed? Yes No

May we contact you at work? Yes No If so, Phone # [REDACTED] Best time: 9 :00 am/pm

May we contact your present employer? Yes No

Have you ever been employed by the Haines Borough before? Yes No
If yes, give dates _____ to _____

Are you legally eligible for employment in the United States? Yes No
Proof of identity and eligibility will be required upon employment

Can you travel if the job requires it? Yes No

Date you can be available to start work 09 /01 /13

Check all times you are available to work:
 Full Time Part Time Shift Work Temporary Flexible Schedule
 Mornings Afternoons Evenings Weekends

In the last ten years, have you been convicted of a felony or a misdemeanor that resulted in imprisonment? Yes No
Conviction will not necessarily disqualify an applicant from employment. The Borough will consider such factors as the amount of time that has elapsed since the conviction and the seriousness and nature of the crime.

If yes, explain _____

Have you ever been discharged from employment or asked to resign? Yes No
If yes, explain: _____

THE HAINES BOROUGH IS AN EQUAL OPPORTUNITY EMPLOYER

EDUCATION				
School	Name and Address of School	Course of Study	Years Completed	Diploma/ Degree Received
High School	Erwin High School, Erwin, NC		4	diploma
Undergraduate College	University of South Florida, Tampa, FL	History/Geography	4	BA
Graduate/ Professional	NC State University, Raleigh, NC	Agricultural Education	2	MA
Other (Specify)				

WORK EXPERIENCE

Start with your most recent job, and include any job-related military service assignments and volunteer activities. You may exclude organizations that could indicate race, color, religion, gender, national origin, disabilities or other protected status.

Employer	Dates Employed		Work Performed
House in the Horseshoe State Hist. Site	From	To	Manage day to day operations of
Address 288 Alston House Rd., Sanford, NC 27330			House in the Horseshoe State
Telephone Number(s) [REDACTED]	01/01/2008		Historic Site.
Job Title Site Manager	Hourly Rate/Salary Starting	Final	
Supervisor [REDACTED]	32,500 yr	36,250 yr	
May We Contact Supervisor?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Reason for Leaving To accept position in Haines, Alaska

Employer	Dates Employed		Work Performed
Burlington Textiles Library	From	To	Manage office and
Address Raleigh, NC			general service needs of
Telephone Number(s) [REDACTED]	09/05/2005	12/31/2007	the library.
Job Title Library Assistant	Hourly Rate/Salary Starting	Final	
Supervisor [REDACTED]	31,411 yr	31,411 yr	
May We Contact Supervisor?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Reason for Leaving To accept position with NC Historic Sites.

Employer	Dates Employed		Work Performed
Sea Dog Productions	From	To	Managed day to day
Address [REDACTED] Erwin, NC 28339			operations of documentary
Telephone Number(s) [REDACTED]	07/01/2002	08/31/2005	film company.
Job Title General Manager	Hourly Rate/Salary Starting	Final	
Supervisor [REDACTED]	35,000 yr	35,000 yr	
May We Contact Supervisor?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Reason for Leaving Completed projects.

Employer	Dates Employed		Work Performed
Harnett Co. Library	From	To	Curator of Local History Collection.
Address [REDACTED] Lillington, NC 27546			
Telephone Number(s) [REDACTED]	07/01/1991	07/01/2002	
Job Title Local History Librarian	Hourly Rate/Salary Starting	Final	
Supervisor [REDACTED]	15,000 yr	23,000 yr	
May We Contact Supervisor?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Reason for Leaving Pursue other opportunities

Comments: Include explanation of any gaps in employment.

Describe any specialized training, apprenticeship, skills and extra-curricular activities.
 Environmental Education Certification, 2011.NCDENR.
 SKYWARN, 2011, National Weather Service.

List professional, trade, business or civic activities you consider relevant to your ability to perform the job.
 Outdoor Writers Association of America
 North Carolina Academy of Science
 ALFAM
 NC Fossil Club
 Nature Conservancy

Additional Information
Other Qualifications: Summarize special job-related skills and qualifications acquired from employment or other experience.
 Several computer classes Dreamweaver, Powerpoint, Microsoft Office, Contribute, PeopleSoft, and Photoshop.
 NC WILD; NC WILD Aquatic; NCDCCR supervisory courses Performance Management for Supervisors.

Specialized Skills (Skills/Equipment Operated)

<input checked="" type="checkbox"/> PC	<input checked="" type="checkbox"/> Spreadsheet	Machinery (list)	Other (list)
<input checked="" type="checkbox"/> MAC	<input checked="" type="checkbox"/> Word Processing	_____	_____
<input checked="" type="checkbox"/> Typewriter	<input type="checkbox"/> Shorthand	_____	_____
WPM75	WPM _____	_____	_____
___ 10-Key Calculator		_____	_____

State any additional information you feel may be helpful to us in considering your application. Attach additional sheet, if necessary.

Note: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS AND ESSENTIAL FUNCTIONS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing, with or without a reasonable accommodation, the essential functions of the job or occupation for which you have applied? A summary of the essential functions involved in the job or occupation has been given.

YES ___ NO

Personal/Professional References		Do not include family members or past supervisors listed above		
Name	Phone No.	Address	Occupation	
1. [Redacted]	[Redacted]	[Redacted] Erwin, NC 28339	Teacher	
2. [Redacted]	[Redacted]	[Redacted] Lillington, NC 2	Instructor	
3. [Redacted]	[Redacted]	NCSU, Raleigh, NC 27699	Professor	

NOTIFICATION AND AGREEMENT
Please Read Carefully Before Signing

I CERTIFY THAT ALL MY RESPONSES ARE TRUE, ACCURATE AND COMPLETE. I UNDERSTAND THAT THE FALSIFICATION, MISREPRESENTATION OR OMISSION OF ANY FACT ON THIS APPLICATION (OR ANY OTHER STATEMENT OR DOCUMENT) WILL BE CAUSE FOR DENIAL OF EMPLOYMENT OR IMMEDIATE TERMINATION OF EMPLOYMENT, REGARDLESS OF WHEN OR HOW DISCOVERED.

Questions regarding this statement should be directed to any employment interviewer before signing. Receipt of the application does not imply that the applicant will be employed.

By my signature below, I consent to the Borough's conferring with any and all of my former employers concerning my performance and reviewing publicly available documents and databases relevant to my application. I understand that the Borough will treat all such information as it would any personnel record, and I release the Borough and its management from all liability related to any action to which I have consented herein.

If hired, I agree to abide by all of the Borough's rules and regulations. I understand that the Borough shall have the maximum discretion permitted by law to administer, interpret, modify, discontinue, enhance or otherwise change all policies, procedures, benefits and other terms or conditions of employment.

I hereby affirm that the information given in this Application is true and correct to the best of my knowledge. I have not knowingly withheld any fact or circumstance that would, if disclosed, affect my application unfavorably.

I authorize the investigation of all statements and information contained in this application. I release from all liability anyone supplying such information and I also release the employer from all liability that might result from making an investigation.

I understand that any misrepresentation, deception, or false statement made in this Employment Application may result in my not being considered for employment, and if not discovered by the Borough until after my becoming employed, is grounds for, and may result in, my immediate termination.

I acknowledge that I have read and understand the above statements and hereby grant permission to confirm the information I have supplied on this application.

APPLICANT SIGNATURE



DATE 5/3/2013

It is the policy of the Haines Borough to afford equal opportunity to all employees and applicants for employment without regard to age, race, religion, color, sex, sexual orientation, national origin, marital status, expunged juvenile records, or pregnancy, and to afford equal opportunities to disabled veterans, veterans of the Vietnam era, and individuals with a disability, and any other characteristic protected by federal, state or local law.

OPTIONAL INFORMATION

If you choose to, your answers will be used *ONLY* for record-keeping and employee data reporting purposes if you are hired. This voluntary information will not be used in the hiring process.

Gender: <input checked="" type="checkbox"/> Male	Race: <input type="checkbox"/> Alaskan Native or American Indian
<input type="checkbox"/> Female	<input type="checkbox"/> Asian
Age: <input type="checkbox"/> Under 40 years old	<input type="checkbox"/> Black or African American
<input checked="" type="checkbox"/> Age 40 or older	<input type="checkbox"/> Hispanic or Latino
	<input type="checkbox"/> Native Hawaiian or other Pacific Islander
	<input checked="" type="checkbox"/> White, not of Hispanic origin

JOHN HAIRR

Lillington, NC 27546

Phone: [REDACTED]

Email: [REDACTED]

EXPERIENCE

1987-present

Lillington, NC

Author and Freelance Writer

- Several books in print, including *Encounters with Great White Sharks: Florida and the Gulf of Mexico*; *Caribbean Monk Seals: Lost Seals of the Gulf of Mexico and Caribbean Sea*; *Great Hurricanes of North Carolina*; and *The Cape Fear River Atlas*.
- Contributing writer of natural history articles to *Our State* magazine.
- Freelance writer whose articles have appeared in several magazines, including *Mercator's World*, *Fortean Times*, *South Carolina Wildlife*, and *Wildlife in North Carolina*, as well as scholarly journals including the *Journal of the North Carolina Academy of Science* and the *North Carolina Historical Review*.
- Active member, Outdoor Writers Association of America.
- Editor/publisher of the quarterly magazine *Cape Fear Journal*, 1997-2002.
- Popular lecturer and speaker who has given talks and presentations to groups of varying size in the U.S., Canada and Great Britain.
- Received over 20 awards for my literary efforts from groups such as the Outdoor Writers Association of America and the North Carolina Society of Historians.

Jan. 2008-present

N.C. Department of Cultural Resources

Sanford, NC

Site Manager, House in the Horseshoe State Historic Site

- Manage the day to day operations of House in the Horseshoe State Historic Site and the 422-acre Endor Iron Works Reserve. This includes supervising staff, ordering supplies, filling out reports in a timely fashion, purchasing materials online with Eprocurement software, maintaining grounds, coordinating work of contractors and vendors.
- Coordinate site publicity efforts, as well as promoting and organizing special events such as the annual battle reenactment.
- Direct educational programming at the site, and coordinate group visitation.

Sept. 2005-Jan. 2008 NC State University

Raleigh, NC

Graduate Assistant, Burlington Textiles Library

- Managed office and general service needs of the library including mail service, accounting, purchasing and equipment maintenance. Maintained reserve materials for the College of Textiles in both print and electronic format. Manage campus delivery and Interlibrary Loan service for the Textile Library. Update library's webpage and blog.

2002-July 2005

Sea Dog Productions, LLC

Erwin, NC

General Manager

- In charge of general operations making documentary videos and DVDs, including selling and marketing products. Coordinated shoot schedules and made arrangements for shooting in a variety of locations, also made travel arrangements when necessary. Directed and produced documentaries including *Great White Sharks of the Carolina and Georgia Coast*, and *Lighthouses of the Cape Fear*, which received a Paul Green Multimedia Award.

1994-2000

Central Carolina Community College

Lillington, NC

Adjunct Faculty

- Taught numerous courses at Central Carolina's Harnett County Campus, including *Harnett County History*, *The Cape Fear River*, and *The Civil War in North Carolina*.

1991–2002 *Harnett County Library* *Lillington, NC*
 Curator of Local History Collection

- Received an Award of Merit from the American Association of State and Local Historians for my work preserving the history and lore of the Cape Fear Valley of North Carolina. Created a geological collection of rocks and fossils found in the region.
- Assisted countless individuals and government entities with historical and genealogical research. Created collection of books and research materials pertaining to Harnett County and the surrounding region.

1989–1991 *University of South Florida* *Tampa, FL*
 Clerk/OPS Supervisor

- Supervised student assistants in library circulation department.
- Provided security for library.

EDUCATION

2006-2008 *North Carolina State University* *Raleigh, NC*

- Masters of Agricultural Education.
- Alpha Tau Alpha (Extension Education honor society).

1987–1991 *University of South Florida* *Tampa, FL*

- B.A., History with minor in Geography.
- Phi Alpha Theta, International History Honor Society.

Special Courses

2011 Certified Environmental Educator by the NC Department of Natural Resources.

2002 Successfully completed FEMA's Community Hurricane Preparedness course.

1984-present Have taken several short courses and seminars in all aspects of photography and video production.

PUBLIC SERVICE

Boards and Commissions

- N.C. Low Level Radioactive Waste Management Authority, 1997-2000.
- Raven Rock State Park Advisory Committee, 1995-2001. (chairman)
- Harnett County Cemetery Board of Trustees, 1993-present. (chairman)
- Averasboro Battlefield Commission, Board of Directors, 1999-2001.

Civic and Professional Organizations

- Outdoor Writers Association of America.
- North Carolina Academy of Science.
- North Carolina Fossil Club.
- Nature Conservancy.
- Florida Lighthouse Association.
- Association for Living History, Farm and Agricultural Museums.
- Harnett County Historical Society (Board of Directors).
- Alpha Tau Alpha.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 13-303
Assembly Meeting Date: 7/9/13

Business Item Description:	Attachments:
Subject: Classification of Mobile Homes	1. Memo from Assembly Member Schnabel re: Classification of Mobile Homes dated July 1, 2013.
Originator: Debra Schnabel	
Originating Department: Assembly	
Date Submitted: 7/1/13	

Full Title/Motion:
Motion: Refer examination of mobile home classification to the Finance Committee.

Administrative Recommendation:

Fiscal Impact:		
Expenditure Required	Amount Budgeted	Appropriation Required
\$	\$	\$

Comprehensive Plan Consistency Review:	
Comp Plan Policy Nos.:	Consistent: <input type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
HBC 3.70.050(B) excludes the taxation of mobile homes which rent space located within trailer parks and other similar areas from property taxation. Assembly Member Schnabel has requested that the Finance Committee investigate a reconsideration of this exemption.

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

Assembly Action:	
Workshop Date(s): Meeting Date(s): 7/9/2013	Public Hearing Date(s): Tabled to Date:

July 1, 2013

To: Mayor Stephanie Scott

Fr: Debra Schnabel

Subject: Classification of Mobile Homes

When the Borough eliminated Personal Property Taxation, it lost revenue generated by taxation of mobile homes renting space in mobile home parks. I would like reconsideration of this exemption in addition to the requirement that a Property owner must notify the Assessor of vacancies.

3.70.050 Classifications of property.

The following classifications of property are hereby established and assessment shall be made as provided:

A. Farm or Agricultural Land. Farm use land included in a farm unit and not dedicated or being used for nonfarm purposes shall be assessed on the basis of full and true value for farm use and may not be assessed as if subdivided or used for some other nonfarm purpose, subject to AS

B. Mobile Homes. Mobile homes attached to the land or connected to water, gas, electric or sewage facilities are classified as real property for tax purposes; except mobile homes located within trailer parks, courts, or any other areas designed to accommodate mobile homes and charging a space rental are not classified as real property for tax purposes.

1. All mobile homes shall be registered with the assessor on a form provided by the assessor and shall be issued a registration number.
2. The registration number as issued shall be a permanent number for identification purposes and shall be permanently affixed on each mobile home in a place visible to the assessor.
3. Failure to comply with the registration requirements of this subsection is a violation and shall be punishable by a fine not to exceed \$150.00.
4. Notice to Assessor. Property owners in the borough shall notify the assessor of any new mobile home spaces for rent or vacancies of existing spaces for mobile homes to be used for residential, office, or commercial purposes. (Ord. 11-02-254 § 4; Ord. 09-05-207 § 4; Ord. 06-06-147).



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 13-298
Assembly Meeting Date: 7/9/13

Business Item Description:	Attachments:
Subject: Redistricting - Explore the Haines Borough's position on proposed voting districts	1. Memo from the Mayor dated July 3rd, 2013 2. Letter from Skagway Manager dated May 18, 2012 3. Joint Resolution of Haines & Skagway dated 4/7/11 4. Skagway Resolution 11-03R dated 3/17/11 5. Haines letter to AK Redistricting Board dated 7/2/13 6. Redistricting Proposal summary spreadsheet
Originator: Mayor & Borough Attorney	
Originating Department:	
Date Submitted: 7/3/13	

Full Title/Motion:
Refer examination of redistricting proposals to the Government Affairs and Services Committee to prepare a recommendation to the Assembly for July 23, 2013.

Administrative Recommendation:

Fiscal Impact:

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

Comprehensive Plan Consistency Review:

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

Summary Statement:
The borough attorney informed that the Fairbanks Superior Court sent the Alaska Redistricting Board back to work on an aggressive schedule of daily work meetings followed by a series of public hearings in order to produce Alaska voting districts based on the Alaska Constitution. It is possible that this process will result in re-districting Haines, moving Haines from its association with Sitka & other rural communities, and aligning Haines with the Northern Mendenhall Valley & Skagway. During the 6/25/2013 borough assembly meeting the assembly moved to have the mayor "contact some of the other rural community to see if they have preference and to ask the reasons for their preferences." Her attached report summarizes her research and includes further updates from the Redistricting Board.

Referral:

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

Assembly Action:

Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s): 6/25/13 & 7/9/2013	Tabled to Date:

Memorandum

Haines Borough
Office of the Mayor
103 Third Avenue S.
Haines, Alaska 99827
sscott@haines.ak.us
Voice (907) 766-2231 ext. 30

July 3, 2013

To: Haines Borough Assembly

Cc: Mark Earnest, Manager

From: Stephanie Scott, Mayor, Haines Borough

Subject: Redistricting 2013

As directed by the Assembly June 25, I attempted to contact the small communities that have been paired with Haines in the 11 redistricting options summarized for you at that time. These communities are (from furthest north to south): Yakutat, Skagway, Klukwan, Gustavus, Excursion Inlet, Elfin Cove, Pelican, Tenakee Springs, Angoon, Hobart Bay. I asked what constellation of communities they preferred and did they prefer to be paired with the Mendenhall Valley or Downtown Juneau/Douglas. To date, the only response I have had is from Skagway. I have also heard from Petersburg. Petersburg looks forward to a district that includes it with Sitka as opposed to the present district that includes Petersburg with Juneau.

According to Mayor Selmer, Skagway prefers to include Downtown Juneau/Douglas as opposed to the Mendenhall Valley. Mayor Selmer said that Assembly member Mike Korsmo will prepare an explanation for Skagway's position. This will be helpful to us because previously Skagway stood with Haines resolving not to be included in a district with Juneau (see attached documents).

The Alaska Redistricting Board held a public hearing July 2 in Juneau. After submitting the attached statement, I listened in from noon to 12:26 when the hearing was recessed for lack of participants. However, the testimony given was interesting. Here is a brief synopsis:

Two residents from Juneau asked that the Mendenhall Valley be kept in tact. One of the residents referenced **Board Map G** and the **AFFER** proposal as proposals that achieve that goal.

Kathy O'Rear, Clerk for the Petersburg Borough, testified that the Assembly is in support of **Board Option A** and oppose **AFFER** and **Board Option F**,

which separate the Petersburg Borough. She stated that the Assembly could probably agree with the other options but preferred A.

Haines resident Kathleen Menke expressed a preference for plans that keep Sitka whole and pair Haines, Klukwan, Skagway, Excursion Inlet, Gustavus and Juneau. She stated a preference that pairs Haines with South Juneau and Douglas Island.

Three people expressed frustration with the brevity of the time the public is provided for review, the quality of the maps, and recommended that the Board make presentations so that the public could better understand the options being considered.

There are now 17 proposals to consider (attached). And I confess that I cannot decipher the map provided by the South Lakes Community Council. I have added the number of residents included in each proposed district. If we back out the populations of the smaller communities, this number can help you see how much of Juneau is or is not included. You have to go to the maps themselves to see which sections of Juneau we are paired with (Downtown/Douglas vs. Mendenhall Valley). However, the lines on the map are big and bold and obscure the exact boundaries.

What should Haines do? All maps keep the Haines Borough in tact. That is good. All maps join Haines with Skagway.

It seems to me that there are three ways distinguish between the maps, leading perhaps to three decisions, which may result in the identification of one or more proposals as our "preferred" proposal:

- 1) Where do we stand with respect to being included with the Mendenhall Valley as opposed to Downtown Juneau or visa versa?
- 2) Do we have a preference for maximizing the number of other rural communities included (the more rural population, presumably the less urban population will be included)?
- 3) How far north or south in Southeast Alaska should the district extend (all the way south to Angoon and Hobart Bay; all the way north to Yakutat, or more condensed stopping perhaps with Gustavus)?

I suggest that we ask Government Affairs and Services to look closely at the possibilities and to bring a recommendation back to the Assembly for the July 23 meeting.

Attachments:

- Letter from Skagway Manager, May 18, 2012
- Joint Resolution from the Haines Borough and the Municipality of Skagway, April 7, 2011
- Resolution No. 11-03R, Municipality of Skagway, March 17, 2011
- Statement to the Alaska Redistricting Board submitted by the Haines Borough July 2, 2013
- 17 redistricting proposals “on the table”



Municipality of Skagway

GATEWAY TO THE KLONDIKE

P.O. BOX 415 SKAGWAY, ALASKA 99840

(PHONE) 907-983-2297 – Fax 907-983-2151

WWW.SKAGWAY.ORG

May 18, 2012

Alaska Redistricting Board
411 W. 4th Ave., Suite 302
Anchorage, AK 99501
info@akredistricting.org

Please accept the attached resolutions as a restatement of the Municipality of Skagway's consistent position that the Alaska Redistricting Board maintains the pre-2010 House District as it is a relatively integrated socio-economic area and not a part of the City and Borough of Juneau.

Sincerely,

Tom Smith
Borough Manager

HAINES BOROUGH RESOLUTION No. 11-04-268
MUNICIPALITY OF SKAGWAY RESOLUTION No. 11-04R

A Joint Resolution of The Haines Borough Assembly and the Municipality of Skagway Assembly urging the State of Alaska Redistricting Board to adopt a map for Southeast Alaska similar to that proposed by the Alaskans for Equitable Redistricting which maintains Skagway and Haines in a House District that is "a relatively integrated socio economic area" with other similar communities and villages of similar size in southeast Alaska.

WHEREAS, both Haines Borough and Municipality of Skagway Assemblies wish to stay aligned with smaller communities and not be subsumed by a District with a community many times their respective sizes; and

WHEREAS, these communities have similar economic and social structures and rely heavily on a rural/subsistence (versus urban) lifestyle; and

WHEREAS, because of the 2010 population changes, Southeast Alaska from Yakutat to Metlakatla can be formed into four ideal population House seats; and

WHEREAS, District 5, in its present configuration, has 36.6% Alaska Natives – the new District 2 has over 32% Alaska Native keeping the percentage of the Southeast Alaskan Native Minority Influence in a District that continues to protect Native Voting Rights in Southeast Alaska,

NOW THEREFORE BE IT RESOLVED that the Haines Borough Assembly and the Municipality of Skagway Assembly urge the State of Alaska Redistricting Board to adopt a map for Southeast Alaska similar to that proposed by the Alaskans for Equitable Redistricting which maintains Skagway and Haines in a House District that is "a relatively integrated socio economic area" with other similar communities and villages of similar size in Southeast Alaska.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 5th day of April, 2011.

ATTEST:

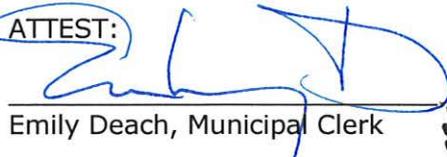

Julie Cozzi, MMC, Borough Clerk




Jerry Lapp, Deputy Mayor

Adopted by a duly-constituted quorum of the Municipality of Skagway Assembly on this 7th day of APRIL, 2011.

ATTEST:


Emily Deach, Municipal Clerk




Thomas D. Cochran, Mayor

Proposed by: Assemblyman Korsmo
Vote: 6 Aye 0 Nay 0 Absent

MUNICIPALITY OF SKAGWAY, ALASKA

RESOLUTION NO. 11-03R

A RESOLUTION OF THE MUNICIPALITY OF SKAGWAY, ALASKA CALLING ON THE STATE OF ALASKA REDISTRICTING BOARD TO MAINTAIN SKAGWAY IN A HOUSE DISTRICT THAT IS "A RELATIVELY INTEGRATED SOCIO-ECONOMIC AREA" AND NOT A PART OF THE CITY AND BOROUGH OF JUNEAU.

WHEREAS, The Alaska Constitution calls for forty House members and 20 Senate members from districts drawn based on the 2010 Census conforming to the "one person – one vote" standard; and

WHEREAS, The 2010 Census is now complete and the legislative districts will be drawn in the next 30 days by the Alaska Redistricting Board; and

WHEREAS, The Municipality of Skagway has historically been a part of a House district that includes other rural communities of socio-economic interest; and

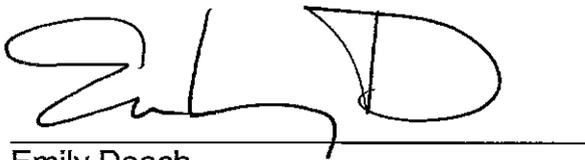
WHEREAS, The capital city of Juneau is the seat of government for all of Alaska and not a community with common socio-economic interests with the Municipality of Skagway;

NOW, THEREFORE, BE IT RESOLVED that the Municipality of Skagway does hereby call on the State of Alaska Redistricting Board to maintain Skagway in a House district that is "a relatively integrated socio-economic area" and not a part of the City and Borough of Juneau.

PASSED AND APPROVED this 17th day of March, 2011 by the Assembly of the Municipality of Skagway, Alaska.


Thomas D. Cochran, Mayor

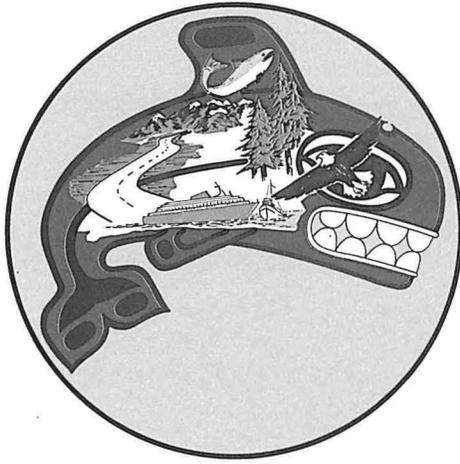
ATTEST:



Emily Deach
Municipal Clerk

(SEAL)





HAINES BOROUGH, ALASKA
P.O. BOX 1209 • HAINES, ALASKA 99827
Administration 907.766.2231 • (fax) 907.766.2716
Tourism 907.766.2234 • (fax) 907.766.3155
Police Dept. 907.766.2121 • (fax) 907.766.2128
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July 2, 2013

Alaska Redistricting board

Via email: info@akredistricting.org

The Haines Borough Assembly met on June 25 and reviewed the 11 redistricting maps that were available at that time. At that time, and informally, the Assembly indicated a preference to be aligned with rural communities in northern Southeast Alaska and to minimize association with urban population.

The Assembly formally authorized the mayor to communicate with the communities in northern southeast Alaska with which the Haines Borough is associated on the various maps and determine the reasons for any preference expressed. The Assembly will re-visit the issue at its July 9 meeting, more fully informed by the July 2 public hearing and from information from its neighbors.


Stephanie Scott

Mayor, Haines Borough

Cc:

Representative Jonathan Kreis-Tompkins

Senator Bert Stedman

Haines Borough Assembly

Proposed Voting Districts, 2014

House District 31-P	House District 32-P	House District 34-Q	House District 31-P	House District 33-Q	House District 32-P	House District 32-P	House District 31-P	House District 32-P	House District 32-P	House District 32-P	House District 4-B
A	B	C	D	E	F	G	Ketchikan Gateway Borough	AFFER	AFFER Revised	AFFER Option 2	Gaze-wood & Weiner
Haines, Klukwan, EXI, Gustavus, Skagway, MENDEN-HALL VALLEY 17745	Haines, Klukwan, EXI, Gustavus, Skagway, DOWN-TOWN JUNEAU/DOUGLAS 17804	Haines, Skagway, Klukwan, EXI, Gustavus, Hoonah, Pelican, Elfin Cove, MENDEN-HALL VALLEY 17898	Haines, Skagway, Klukwan, EXI, Gustavus, Yakutat, MENDEN-HALL VALLEY 17954	Haines, Skagway, Klukwan, EXI, Gustavus, Hoonah, Elfin Cove, Pelican, Tenakee Springs, MENDEN-HALL VALLEY 18065	Skagway, Haines, Klukwan, EXI, Gustavus, Elfin Cove, Pelican, MENDEN-HALL VALLEY 17678	Haines, Skagway, Klukwan, EXI, Gustavus, DOWN-TOWN JUNEAU/DOUGLAS 17804	Haines, Skagway, Klukwan, EXI, Gustavus, Tenakee Springs, ALL JUNEAU 34,436	Haines, Skagway, Klukwan, EXI, Elfin Cove, Pelican, Angoon, Hobart Bay, DOWN-TOWN JUNEAU/DOUGLAS 17758	Haines, Skagway, Klukwan, EXI, Elfin Cove, Pelican, Angoon, Hobart Bay, DOWN-TOWN JUNEAU/DOUGLAS 17757	Haines, Skagway, Klukwan, EXI, Gustavus, Elfin Cove, Hobart Bay, DOWN-TOWN JUNEAU/DOUGLAS 17718	Haines, Skagway, Klukwan, EXI, Gustavus, Yakutat, Elfin Cove, Pelican, Tenakee Springs, MENDEN-HALL VALLEY 18297

Proposed Voting Districts, 2014

House District 32-P	House District 32-P	House District 35-R	House District 35-R	House District 32-P	House District 4-B	
Calista	Calista Revised	Calista Option 2	Calista Option 3	Mat-Su	McKinnon	South Lakes Community Council
Haines, Skagway, Klukwan, EXI Gustavus DOWN-TOWN JUNEAU/ DOUGLAS 17732	Haines, Skagway, Klukwan, EXI Gustavus, Elfin Cove, DOWN-TOWN JUNEAU/ DOUGLAS 17716	Haines, Skagway, Klukwan, EXI Gustavus, Elfin Cove, DOWN-TOWN JUNEAU/ DOUGLAS 17799	Haines, Skagway, Klukwan, EXI Gustavus, Elfin Cove, DOWN-TOWN JUNEAU/ DOUGLAS 17716	Haines, Skagway, Klukwan, EXI Elfin Cove, Pelican, Angoon, Hobart Bay DOWN-TOWN JUNEAU/ DOUGLAS 17757	Haines Skagway, Klukwan MENDEN-HALL VALLEY 17440	Cannot interpret