Haines Borough
Borough Assembly Meeting #407
AGENDA

August 25, 2020 -6:30pm Location: Assembly Chambers, Public Safety Bldg.

Jan Hill
Mayor

Jerry Lapp
Assembly Member

Gabe Thomas
Assembly Member

Stephanie Scott
Assembly Member

Zephyr Sincerny
Assembly Member

Paul Rogers
Assembly Member

Brenda Josephson
Assembly Member

Alekka Fullerton
Interim Borough Manager/Borough Clerk

Haines Borough ZOOM meeting*

Meeting ID: 891 0553 9100
Passcode: 411962

Telephone:
+1 253 215 8782
or 877 853 5247 (Toll Free)
or 888 788 0099 (Toll Free)

*** You must download Zoom first. For Zoom instructions, go to: https://www.hainesalaska.gov/boroughassembly/zoom-instructions-attend-borough-meetings**

1. **CALL TO ORDER/PLEDGE TO THE FLAG/ROLL CALL**
2. **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:
   3 – Approve Minutes from Regular Assembly Meeting
   11B1 – Introduction of Ordinance 20-08-576- Food Trucks

*3. **APPROVAL OF MINUTES –** 8/11/20 Regular Meeting.

4. **PUBLIC COMMENTS** – Where possible, please provide your public comments in writing and send them to Clerk@haines.ak.us by 5:00 pm August 24. To comment during the meeting, please "raise your hand" (*9 if calling in) via zoom and you will be recognized to speak. Please remember though, your written comments will likely be more influential since assembly members will have the opportunity to process your comments prior to the meeting.
5. **ASSEMBLY COMMENTS**
6. **MAYOR'S REPORT AND COMMENTS**
7. **PUBLIC HEARINGS -** Public hearing comments may be sent in writing to Clerk@haines.ak.us by 5:00 pm August 24. For verbal testimony, public hearing sign-ups will open when this agenda is published and will close at 5:00 pm on August 25. Please contact Clerk@haines.ak.us to let us know your name and the Ordinance you would like to address. Your name will be called at the appropriate time. **YOU MUST SIGN UP IN ADVANCE TO PROVIDE TESTIMONY AT PUBLIC HEARINGS.**

   A. **Ordinance 20-06-574**- Fourth Public Hearing
   An Ordinance of the Haines Borough placing a proposition on the October 6, 2020 Haines Borough General Election ballot to amend Borough Charter Section 6 to provide for Police Emergency Response Outside the Townsite.
   Expected Motion: Withdraw Ordinance 20-06-574 from further consideration.

7. PUBLIC HEARINGS - *Continued*

B. **Ordinance 20-07-575** – Second Public Hearing

An Ordinance of the Haines Borough authorizing the Borough Manager to amend Loan Number 395251 with the Alaska Department of Environmental Conservation to increase the loan for an amount not to exceed $1,000,000 to fund the Phase 3 Asbestos- Cement (AC) Pipe Replacement 3rd Avenue project.

Motion: Adopt Ordinance 20-07-575

8. STAFF/FACILITY REPORTS

A. Interim Borough Manager - 08/25/20 Report

B. Heliski Season-End Report

9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

A. Planning Commission – July 9, 2020 Approved Minutes

B. Assembly Committees and Liaison Reports

10. UNFINISHED BUSINESS – None

11. NEW BUSINESS

A. Resolutions [Individual comments are limited to 3 minutes]- None

B. Ordinances for Introduction

***1. Ordinance 20-08-576**

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 to Define Food Trucks and Allow their use under "Commercial, light".

This ordinance is being introduced by Assembly Member Josephson and is recommended by the Interim Borough Manager. **Motion**: Introduce Ordinance 20-08-576 and schedule it for two public hearings 9-8-20 and 9-22-20.

C. Other New Business

1. CARES Act Discussion and Recommendations from the Ad Hoc Committee

a. Withdrawal of Bookstore Appeal

The Bookstore has withdrawn its appeal from the denial of the Small Business Grant Program but still requests financial support from CARES Act funds.

b. CARES Act Ad Hoc Committee Recommendations

The Assembly CARES Act Ad Hoc/Commerce Committee met on August 18 and advances its recommendations as attached.

Motion #1: Authorize Staff to prepare applications for the following programs as described in the CARES Act Ad Hoc Committee summary of August 18, 2020:

- Extend Economic Assistance to Businesses and Non-profits
- Establish New Business Economic Assistance Grant Program
- Establish Economic Assistance Program to Commercial Fishing Permit Holders
- Establish Shop Local Economic Stimulus Program

C. Other New Business - *Continued*

1. <u>CARES Act Discussion and Recommendations from the Ad Hoc Committee</u>

b. CARES Act Ad Hoc Committee Recommendations - *Continued*

<u>Motion #2:</u> Direct Staff to bring proposed programs for Economic Assistance to Individuals with household income under $70,000 and Childcare Assistance to the next CARES Act meeting.

c. Rasmuson Municipal Arts & Culture Matching Grant Program

The Rasmuson Foundation is offering Municipalities a matching grant of up to $50,000 for CARES Act Funds disbursed to Arts and Culture organizations with a mission to advance, support, educate or celebrate arts and culture.

<u>Motion</u>: Direct the Manager to apply for the Municipal Arts & Culture Matching Grant Program.

2. <u>EOC Update</u>

3. <u>Planning Commission Request for Action</u> – Chilkoot Street Traffic

12. CORRESPONDENCE
A. Biomass Cancellation Letter

13. SET MEETING DATES

14. PUBLIC COMMENTS

15. ANNOUNCEMENTS / ASSEMBLY COMMENTS / DIRECTION TO THE MANAGER

16. ADJOURNMENT

Haines Borough
Borough Assembly Meeting #406
August 11, 2020
MINUTES **Draft**

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

   Present: Mayor **HILL**, Assembly Members Stephanie **SCOTT**, Brenda **JOSEPHSON**, Zephyr **SINCERNY**, Jerry **LAPP**, Paul **ROGERS** and Gabe **THOMAS**.

   Staff Present: Alekka **FULLERTON**/Interim Manager/Borough Clerk, Jila **STUART**/Finance Director, Ed **COFFLAND**/Director of Public Facilities, Steven **AUCH**/Tourism Director

   Visitors Present: Paul **NELSON**, Tom **MORPHET,** Debra **SCHNABEL** and others.

2. **APPROVAL OF AGENDA & CONSENT AGENDA**
   The following Items were on the published consent agenda indicated by an asterisk (*****)
   3 – Approve Minutes from Regular Assembly Meeting and Joint School Board Meeting
   11C1 – Marijuana License Renewal – Winter Greens
   11C2 – Marijuana License Renewal – Glacier Bay Farms

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

***3. APPROVAL OF MINUTES** – 07/28/20 Regular and 08/05/20 Joint with School Board.
*Note: The motion adopted by approval of the consent agenda: "*approve minutes of the 07/28/20 regular borough assembly meeting and 08/05/20 Joint with School Board meeting.*"*

4. **PUBLIC COMMENTS: NELSON, MORPHET**

5. **ASSEMBLY COMMENTS: SCOTT, JOSEPHSON**

6. **MAYOR'S REPORT AND COMMENTS:**
   Mayor **HILL** reported on AMHS Ferry Schedule, encouraged Census response, thank you to the School Board for the joint meeting, thank you to Clerk for the Pre-Candidacy Training last night, AML Summer session in all on zoom, thank you to the community for paying attention to mitigation protocols for COVID, and thank you to the volunteers at the library to help with fruit picking.

7. **PUBLIC HEARINGS**

   A. Ordinance 20-06-574- Third Public Hearing
   An Ordinance of the Haines Borough placing a proposition on the October 6, 2020 Haines Borough General Election ballot to amend Borough Charter Section 6 to provide for Police Emergency Response Outside the Townsite.

   Mayor **HILL** opened the public hearing at 6:49 pm and the following people spoke: **NELSON**, **SCHNABEL**

   Hearing no further comments, the Mayor closed the public hearing at 6:57 pm.

Motion: **JOSEPHSON** moved to "Amend the previously adopted Resolution 19-11-835S to clarify urgent calls and to strike the requirement for a vote to change charter" and the motion carried 5 -1 with **SINCERNY** in opposition.

7. PUBLIC HEARINGS - *Continued*

B. Ordinance 20-07-575 – First Public Hearing
An Ordinance of the Haines Borough authorizing the Borough Manager to amend Loan Number 395251 with the Alaska Department of Environmental Conservation to increase the loan for an amount not to exceed $1,000,000 to fund the Phase 3 Asbestos-Cement (AC) Pipe Replacement 3rd Avenue project.

Mayor **HILL** opened and closed the public hearing at 6:59 pm since no member of the public signed up to speak regarding this agenda item.

8. STAFF/FACILITY REPORTS

A. Borough Manager – 08/11/20 Report
FULLERTON summarized her written report and answered questions from the assembly.

Motion: **JOSEPHSON** moved to "Authorize the manger to sell by Sealed Competitive Bid per HBC 14.20.080(C) the 8 properties identified in the August 6, 2020 Manager's Report with the minimum bid as indicated for each property," and the motion carried unanimously.

B. **Finance Director Report** – May Sales Tax Comparison

9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

A. Port and Harbor Advisory Committee – Minutes from 6/25/20
B. Museum Board Minutes – 04/09/20, 05/14/20, 06/18/20
C. Assembly Committees and Liaison Reports

Government Affairs and Services committee – **JOSEPHSON**

Motion: **JOSEPHSON** moved to "Acknowledge and support an organizational restructuring of the Haines Sheldon Museum by the Board of Trustees, and review a proposed revision of the relationship between the Haines Borough and the Haines Sheldon Museum Non-Profit organization to be formalized with a Memorandum of Understanding," and the motion carried unanimously.

10. UNFINISHED BUSINESS – None.

11. NEW BUSINESS

A. Resolutions

1. Resolution 20-08-879
A Resolution of the Haines Borough Assembly Dedicating Additional CARES Act Funds in the Haines Borough

No member of the public spoke regarding the agenda item.

Motion: **JOSEPHSON** moved to "Adopt Resolution 20-08-879,"

Primary Amendment: JOSEPHSON moved to "fully fund the Household Grant Assistance program," and the motion carried unanimously.

and the Resolution, as amended, was adopted unanimously in a roll call vote.

B. Ordinances for Introduction - None

C. Other New Business

***1. Marijuana License Renewal – Winter Greens**

*Note: The motion was adopted by approval of the consent agenda: "*Convey no opposition to the renewal of the marijuana license for Winter Greens."

C. Other New Business – *Continued.*

***2. Marijuana License Renewal – Glacier Bay Farms**

*Note: The motion was adopted by approval of the consent agenda: "*Convey no opposition to the renewal of the marijuana license for Glacier Bay Farms."

3. EOC Update

12. CORRESPONDENCE
A. Thank you letter from Port and Harbor Advisory Committee

13. SET MEETING DATES
A. Next CARES Act Ad Hoc Committee meeting- August 18, 2020 at 6:30 pm

14. PUBLIC COMMENTS: MORPHET

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION TO THE MANAGER

Motion: JOSEPHSON moved to "Extend the Household Grant Program for another two weeks and direct the administration to start funding the applications as received," and the motion carried unanimously.

16. ADJOURNMENT – 8:21 pm

ATTEST:

_____
Janice Hill, Mayor

_____
Alekka Fullerton, Borough Clerk

8A

INTERIM MANAGER'S REPORT

DATE: August 20, 2020
TO: Mayor and Borough Assembly
FROM: Alekka Fullerton, Interim Borough Manager

Ongoing Direction to the Manager:

1. Borough Land Sales: We have had several people call regarding the lots currently for sale and for permission to conduct site visits. The Properties have been advertised per HBC 14.20 and the bid deadline is September 15.

2. Collection of debts from PFD: I have been asked to research the garnishment of PFDs for debts owing to the Borough. The Borough may garnish an individual's PFD only once a judgment has been obtained. A judgment could be from a civil or small claims case, a minor offense, a criminal case or through voluntary assignment.

Administration

- **Surplus items for Sale**. We sold the dumptruck for $5,099. We are collecting additional items for a third round of surplus items for sale. To date, we have sold surplus goods in the amount of $9,852.67.
- **Census**: We need to redouble our efforts since the Census Bureau has moved up its deadline from October 30 to October 1. The employee hired to help with completing the CARES Act forms continues to also help people to complete the Census.
- **Local Elections**: The candidate filing period will close at 5:00 pm on August 20. So far, the applicants are (in order of application):

MAYOR
Jan Hill
Douglas Olerud

ASSEMBLY
Jerry Lapp
Carol Tuynman
Helen Alten
Caitie Kirby
Brenda Josephson
Cheryl D. Stickler

SCHOOL BOARD
Brian Clay
Lydia Andriesen
Anne Marie Palmieri

Please recall HBC 11.28.010(D) provides that offices will be filled by the candidates receiving the greatest number of votes, and for terms of different lengths, the candidate with the highest number of votes will be elected to the longest term.

- **Register to Vote:** The following deadlines apply in order to register to vote:

  Haines Borough October 6 General Election – Deadline Sunday, September 6
  State/Federal November 3 Election – Deadline Sunday, October 4

- **Apply for an Absentee Ballot**: The following deadlines apply to request an absentee ballot:

  Haines Borough October 6 General Election:

  Apply to Vote Absentee-by-Mail: Deadline is September 25
  Apply to Vote Absentee-by-Fax or Email: Deadline 5:00 pm October 5
  Vote Absentee-in-Person (Early Voting): M-F 9:00 - 5:00 pm at the Admin Building
  September 21 - October 5
  Election day: October 6 - Polls Open at 7:00 am - 8:00 pm at the ANB Hall and the Klehini Valley Fire Hall

  Applications are available at the Borough Administration Building or online at https://www.hainesalaska.gov/administration/applying-vote-absentee
  The law stipulates the time parameters for absentee voting.

  State/Federal November 3 Election – Deadline Sunday, October 4

  Apply to Vote Absentee-by-Mail: Deadline is October 24
  Apply to Vote Absentee-by-Electronic Transmission: Deadline 5:00 pm November 2
  Vote Absentee-in-Person (Early Voting): M-F 9:00 - 5:00 pm at the Admin Building
  October 19 - November 2
  Election day: November 3 - Polls Open at 7:00 am - 8:00 pm at the ANB Hall and the Klehini Valley Fire Hall

  Applications are available at the Borough Administration Building or online at https://www.elections.alaska.gov/Core/AKVoteEarly.php. Again, the law stipulated the time parameters for absentee voting.

- **Heliski Season-End Report** – Attached. I have imposed at $250 fine for a verified permit infraction. While not expressly required by code or administrative policy, I have instituted a 15 day appeal period for the imposition of the fine similar to the appeal period allowed under HBC 5.04.110. The appeal would be to the assembly. Full report attached as item 8B.

- **Public Purchase Contracts**- The Haines Borough will be piloting a new purchasing platform called *Public Purchase.* This program will allow the Haines Borough to be able to post and receive on-line submissions for purchasing. The program is currently in use by the City and Borough of Juneau and comes recommended by them. There is no cost to the Borough for this program.

Finance

- **CARES Act Funding**: The Finance Department continues to be overwhelmed by CARES Act processing. The Finance Staff is working very hard to process the grants and payments as quickly as possible. Thank you to everyone in the Administration Building who has had "Other Duties as Assigned" taken to extreme limits.

- **Small Business Grant Program:** This phase of the Small Business Grant Program is complete and we have received a total of 194 applications for a total of $ 466,068.90. Checks continue to be sent.

- **Household Grant Program:** This program was extended to 8/28/20 and has had 324 applications so far. It is a webform available at https://www.hainesalaska.gov/finance/haines-household-cares-grant.

Staff continues to be available to help anyone without access to a computer or who might need help completing the form (and the Census!).

Help is available at the library:

Sunday 12:30PM-4:30PM (all open hours)
Monday 10AM – 12PM
Tuesday 10AM – 12PM
Wednesday 3PM – 5PM
Thursday 1:15PM – 3:15PM
Saturday 12:30PM-4:30PM (all open hours)

Lands/Planning

- Dean is working with Senator Murkowski's office with respect to the Alaska Native "landless" communities in Southeast Alaska. Senator Murkowski is working on a proposal to convey property for this purpose.

Parks

- Please notice how good the parks look and what a great job Public Works has been doing in mowing the grass.

Police

- Police have increased their traffic enforcement on both lower Mud Bay Road and on Chilkoot Street pursuant to request.

Pool

- We are currently advertising for a Pool Manager. It is a ¾ time position with flexible hours.

Ports and Harbors

- **Lutak Dock**
  - **Roro**: An RFP for fencing will be forthcoming soon (we plan to use the new Public Purchase Platform!). Hamilton indicates that it will be removing the old RoRo next week. The Army Corps of Engineers has extended the deadline for completion of the work until 10/21, however, we are still hopeful the work will be completed this year.
  - **Delta Western Diesel spill at the Tank Farm**. Draft Final Report has been submitted to DEC.
- **Sport Ramp Project**: Hamilton will be pouring the apron for the launch ramp during this weather window. Their crane barge will be coming over to move the floats and take the old RoRo away.

Public Facilities

- **Current projects:**
  - **Small Tracts/Mud Bay Road/3rd Avenue AC Pipe Replacement**- Detours continue- the public is reminded to please follow the detours and not drive through the Fort. Paving is scheduled for late August/early September.

- **Harbor Diesel Tanks Replacement** – Discussions of how to accomplish this project are ongoing.

- **Public Safety Building –** Of the 13 proposals submitted, the committee reviewed, ranked and requested presentations from 5 companies. Those presentations are scheduled for Monday and Tuesday. More information will be provided at Tuesday night's assembly meeting.

Public Works

- **Vehicle Towing** – Staff continues to discuss this issue.

- **RFP for Pit Run / Maintenance Sand Materials**- Due August 25.

- **Radar Speed Sign**- The Borough owns one radar speed sign but it needs a new mother-board. I have authorize the $600 to repair our existing sign and have authorized the purchase of another sign. I hope that reminding people of their speed will help slow down drivers so we can reduce the need for increased traffic enforcement.

Tourism

- The Tourism Department has taken over the Facebook component of the EOC.

Waste Water Treatment Facility

- An RFP has been issued for the Haines WWTP Lift Station Pump - Phase II. The work includes refurbishing the Skyline and the Beach Road Lift Stations. Bids are due September 1, 2020.

- DEC Funding has been requested to expand the scope of financing to cover both the rebuilding of the filter press and the Phase 4 Electrical Upgrades.

8B

2020 Heli Ski Season-End Report

Prepared per HBC 5.24.040F
by Interim Borough Manager Alekka Fullerton

1. Permits Issued.
   Three operators were permitted for the 2020 season. This year, the season only lasted two weeks until COVID shut them down. All Heliski permits were suspended on on March 27, 2020:

Operator	Start Day	End Day
Alaska Heli-skiing	March 6	March 19
Alaska Mountain Guides	Never started	
SEABA	March 11	March 25

2. Skier Day Use (Historical data attached)
   Total 2600 skier days were available, allotted and used as follows:

Operator	Days allotted	Days Used
Alaska Heli-skiing	1000	106
Alaska Mountain Guides	500	0
SEABA	1000	156

3. Spot Checks
   Borough policy mandates the borough manager conduct 5 spot-checks for each heli-ski operator throughout the season. It is assumed that only 3 dates were requested since the season was so short this year. It appears likely that March 17 was chosen since a complaint was received regarding that day. Alaska Mountain Guides did not operate this season.

Operator	Date	Results
Alaska Heli-skiing	March 7	Did not fly- prior to start date
Alaska Heli-skiing	March 15	No indication of out of bounds activity
Alaska Heli-skiing	March 17	[1] Complaint received; no out of bounds waypoints; brought to Borough's attention
SEABA	March 7	[2] Verified Permit Infraction; $250 fine imposed; Safety related but not disclosed
SEABA	March 10	No indication of out of bounds activity
SEABA	March 17	No indication of out of bounds activity*

* Significant activity on adjacent BLM land and Glacier Bay National Park land

[1] One substantiated complaint was received for Alaska Heli-skiing's flying outside the accepted flight path between the heli-port and the US-CA Border/Jarvis Glacier are on the north side of the range. No fine was imposed since there was no out of bounds landing and the deviation was brought to the attention of the Borough. Review of historical data indicates that infractions have only been identified for landing outside the established boundaries. It is recommended that the policy be reviewed to make several changes. Complaint attached.

[2] Only a $250 fine was imposed on the verified permit infraction of March 7 since the Assembly-approved policy exempts the imposition of a fine if an acceptable explanation was provided. Historical analysis shows that weather/safety reasons for deviation from the map. The modest fine was still imposed since SEABA failed to bring the deviation to the attention of the Clerk's office as required by the policy. Correspondence attached.

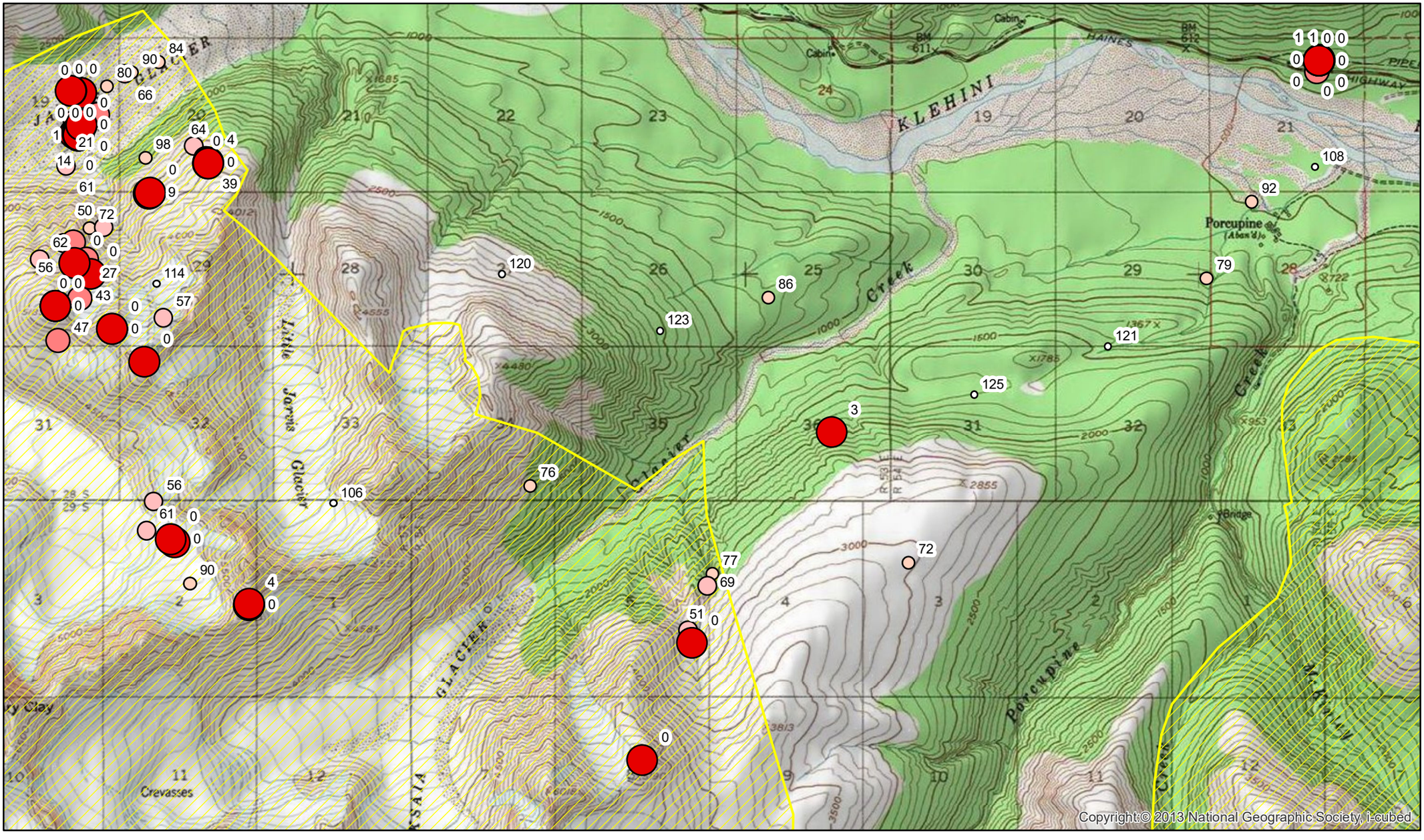
4. Skier day user fees were waived for this year by the Haines Borough Assembly at their April 14, 2020 meeting.

5. It is recommended that the attached Assembly Policy be referred to the Tourism Advisory Board for updating/further recommendation.

Skier Day Allocations

	2014				2015				2016				2017				2018			
	Allocation			Use	Allocation			Use	Allocation			Use	Allocation			Use	Allocation			Use
	Request	Initial	Final		Request	Initial	Final		Request	Initial	Final		Request	Initial	Final		Request	Initial	Final	
AH	1400	1400	1400	792	1750	1450	1450	998	1450	1250	1300	941	1450	1425	1425	734	1450	1325	1325	240
SEABA	1100	950	1000	121	1000	1000	1000	647	1000	900	900	633	1000	975	975	414	1000	975	975	591
AMG	450	250	200	0	450	150	150	0	650	200	400	32	250	250	250	226	600	300	300	144
Total	2950	2600	2600	913	3200	2600	2600	1645	3100	1350	2600	1606	2600	2600	2600	1374	3050	2600	2600	975
	2019				2020				2021				2022				2023			
	Allocation			Use	Allocation			Use	Allocation			Use	Allocation			Use	Allocation			Use
	Request	Initial	Final		Request	Initial	Final		Request	Initial	Final		Request	Initial	Final		Request	Initial	Final	
AH	1400	1225	1225	49	1200	1000	1000	106												
SEABA	1200	1000	1000	161	1200	1000	1000	156												
AMG	450	375	375	331	500	500	500	0												
Total	3050	2600	2600	541	2900	2500	2500	262												

Compiled by AFullerton 8/21/18


Haines Borough
Commercial Ski Tour - AK Heli
Speed (kts)
0 - 18
19 - 48
49 - 69
70 - 98
99 - 125
BArea2019ap
AK Heliskiing Commercial Ski Tour Spot Check
03/15/2020
0 0.5 1 2 3 4
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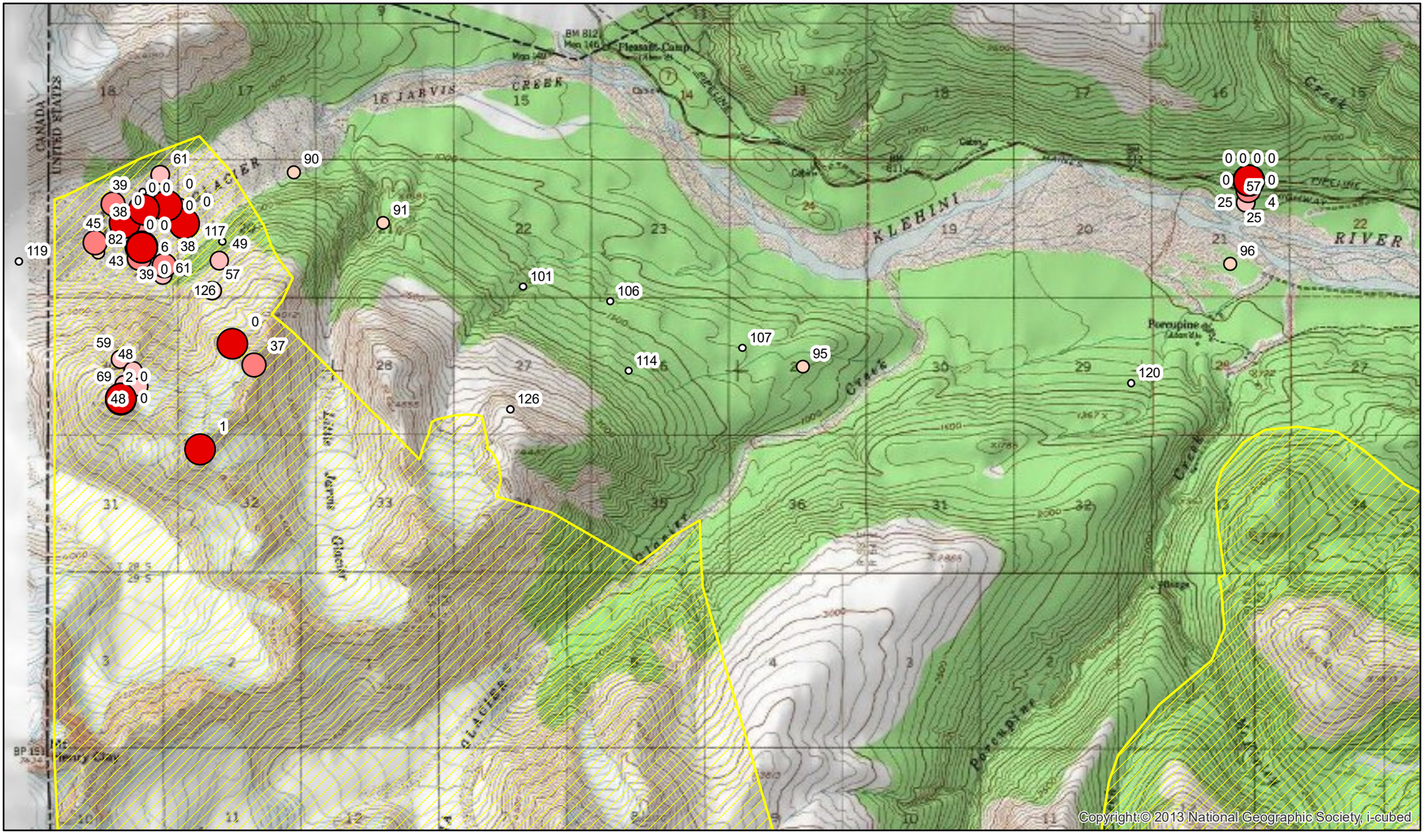


Haines Borough
Commercial Ski Tour - AK Heli

Speed (kts)

- 0 - 18
- 19 - 48
- 49 - 76
- 77 - 101
- 102 - 126

BArea2019ap

AK Heliskiing Commercial Ski Tour Spot Check
03/17/2020

0 0.5 1 2 3 4 Miles

N
W E
S

Form Revised 2-24-20

Reported Heliskiing Activity

Bi-weekly Period: from 3/6 to 3/19

Company Name: ALASKA HELISKIING

Person Completing Report: SEAN BROWNELL

Date	Start Time	End Time	Heli ID #	Skier Days Used (do not count training/guide school days)	Area(s) / Flight Path(s)	Deviation from the flight guidelines? (provide explanation below*)	Accidents? (provide explanation below*)	Incidental Wildlife Observation? (provide explanation below inc. type of wildlife & location*)
3/6			203CH	19	PORCUPINE	No	No	None
3/7			203CH	20	FLOWER	No	No	None
3/11			203CH	6	FLOWER/PORCUPINE	No	No KNEE	None
3/12			203CH	6	TSIRKU/FLOWER	No	No	None
3/13			203CH	11	TSIRKU/FLOWER	No	No	None
3/14			203 CH	10	JARVIS TSIRKU	No	No	None
3/15			203 CH	12	JARVIS	No	No	None
3/16			203 CH	6	JOHNATHAN WARD/JARVIS	No	No	None
3/17			203 CH	8	JARVIS	No	No	None
3/19			203CH	8	JARVIS	No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
				0				

* Explanations-------flight deviations, accidents, incidental wildlife observations, if any

Date	
3/17	POSSIBLE FLIGHT PATH DEVIATION WITH NEW PILOT

HAINES BOROUGH
HELISKIING COMPLAINT FORM

P.O. Box 1209 ◆ 103 Third Avenue S.
Haines, Alaska 99827
Ph: 907-766-2231 ◆ Fax: 907-766-2716
www.hainesborough.us

Today's Date: 3/17/20

Your Contact Information

Name: (first, middle initial, last)
Carolyn H. Weishahn

Mailing Address: (address, city, state, zip code)
HC 60 Box 3977 Haines, AK 99827

Physical Address: (address, city, state, zip code)
40 Mile Haines Highway

Home Phone: (include area code)
907-767-5552

Work Phone: (include area code)

Email:
weis@aptalaska.net

Complaint: Please describe the alleged or suspected violation in detail, including who, what, when, where and why. **Helpful details include helicopter color and tail numbers, exact location, number of skiers, date, and time.** (Attach additional pages or use the backside of this form, if necessary.) If you have photos, please email them to info@haines.ak.us or bring them to the Haines Borough Administration Building.

~~March 17, 2020: At about 11:55am, I saw a helicopter flying in front of the range across from my home at 40 Mile, Haines Hwy., flying from near the U.S/Canada border toward Flower Mt. This is a violation of the flight agreement because the helicopter did not use a flight path on the other side of the range that would somewhat diminish the sound that echoes across the Klehini River drainage. The skies were clear with no wind. It is likely Alaska Heliskiing but I couldn't identify the helicopter.~~

~~Helicopter flights with the same noise intensity were heard into the afternoon of March 17, 2020.~~

~~I request that in addition to flight path checks for March 17, 2020, additional flight checks be conducted in this same area for previous days as I have heard similar flights that were likely also violations. I, and residents in my neighborhood, depend on the flight agreement to protect our homes from heliski tours that reduce our quality of life and property values.~~

~~Please enforce the flight agreement to the fullest extent. Violating the flight agreement should result in fines, reduction in heliski day allotments, and suspension/revocation of the heliski tour permit.~~

For Borough Use Only

Date Received by Borough Manager:

Forwarded for Response or Investigation to:
Date:

Copy given to:
Date:

Results of Investigation:
Unclear Policy re: "out of bounds" - Recommended referral to TAB to update Policy: AAF

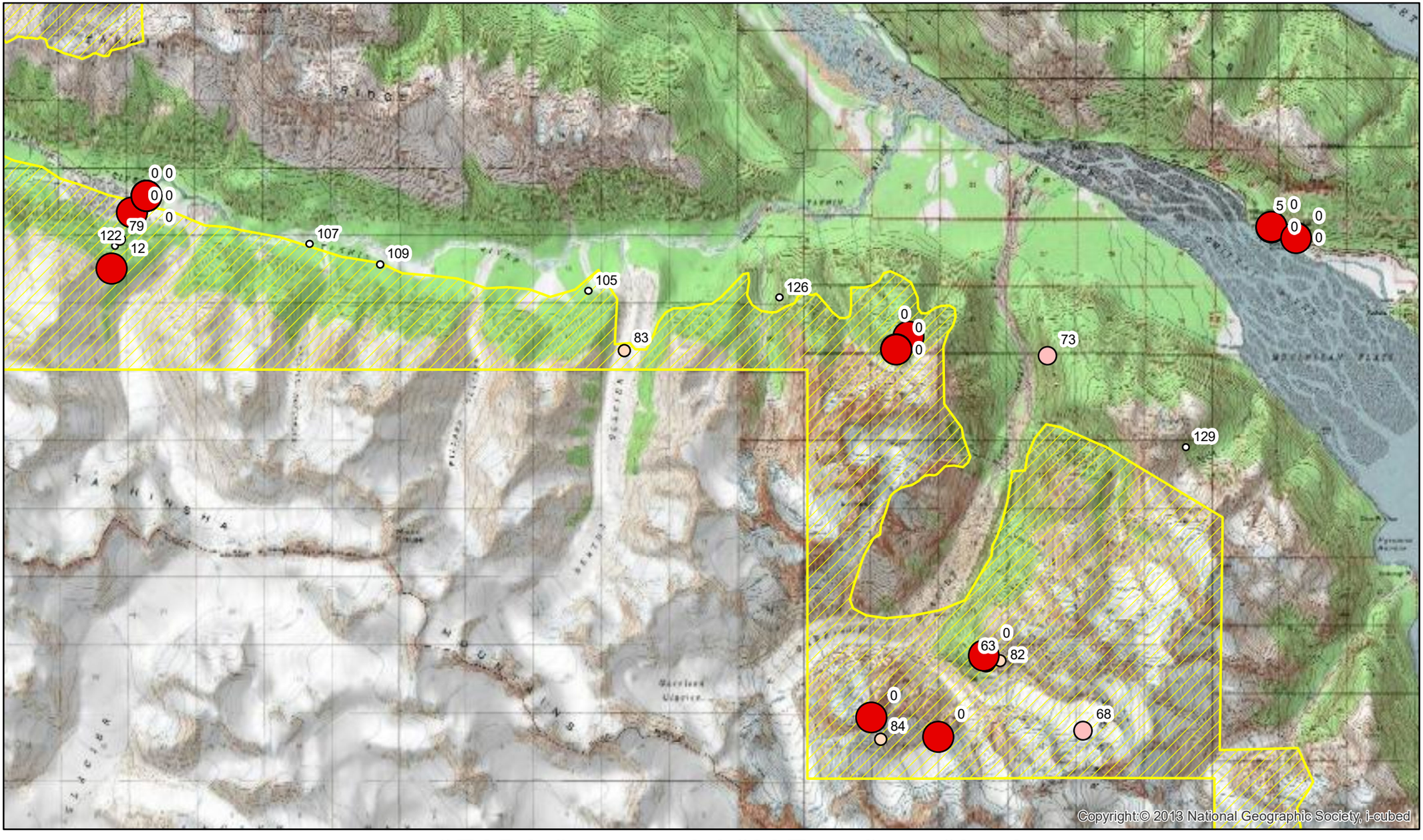
Action Taken

- Complainant Contacted regarding Results of Investigation:
  Debra Schnabel
  Contacted by
  Alekka Fullerton
  Date 8/6/20
- Action: (attach additional pages, as needed)

Form Received by:
Date Stamp:

☐ Date-stamped copy given to complainant

HCF – 3/13



SEABA Commercial Ski Tour Spot Check
03/7/2020

Haines Borough
Commercial Ski Tour - SEABA

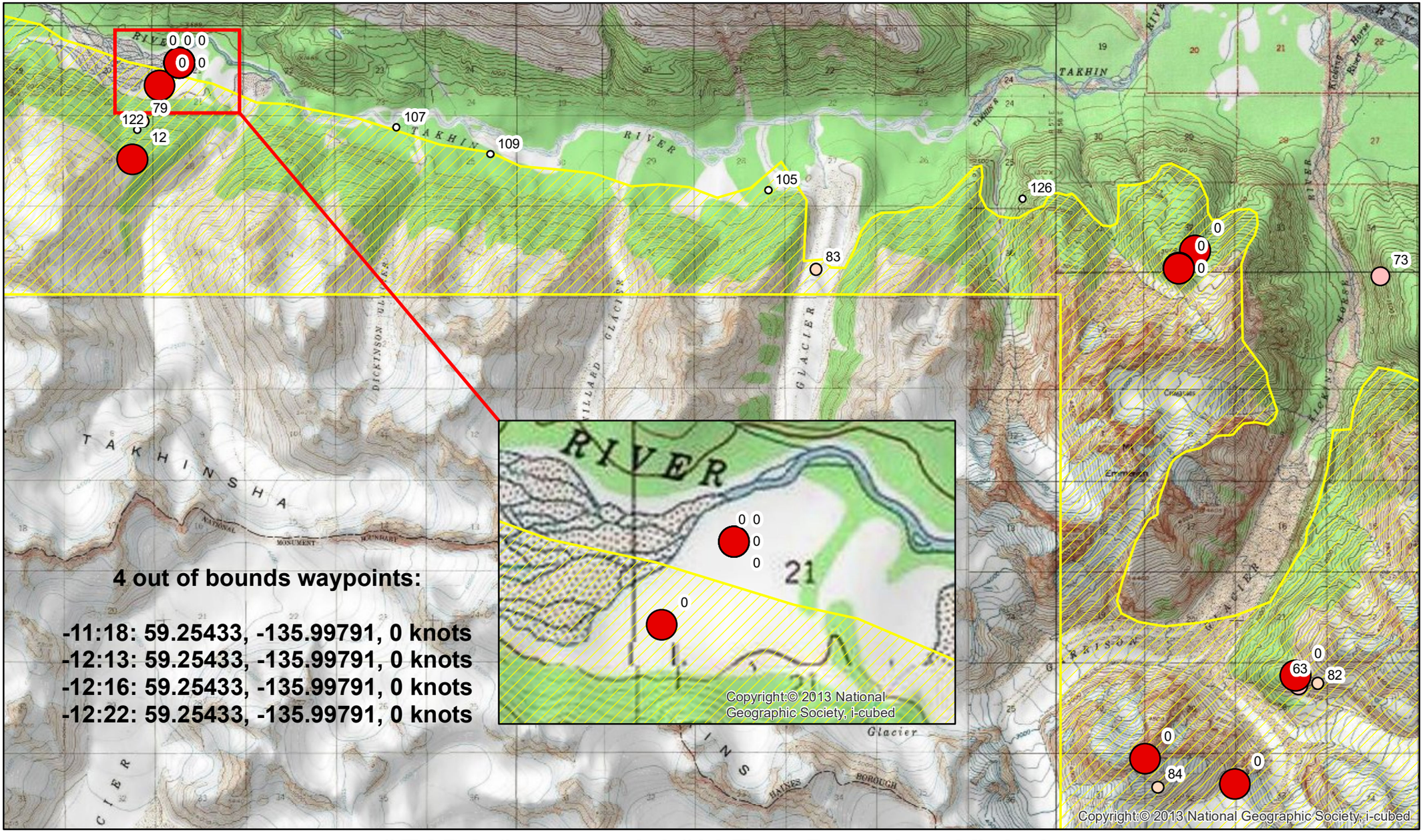
Speed (kts)

- 0 - 18
- 19 - 45
- 46 - 75
- 76 - 100
- 101 - 129

BArea2019ap

0 1.5 3 6 9 12 Miles

N
W E
S



SEABA Commercial Ski Tour Boundary Violation
03/7/2020

Haines Borough
Commercial Ski Tour - SEABA

Speed (kts)

- 0 - 18
- 19 - 45
- 46 - 75
- 76 - 100
- 101 - 129

BArea2019ap

0 1 2 4 6 8 Miles

N W E S

Form Revised 2-24-20

Reported Heliskiing Activity

Company Name: SEABA

Bi-weekly Period: from 3/11/20 to 3/25

Person Completing Report: Austin

Date	Start Time	End Time	Heli ID #	Skier Days Used (do not count training/guide school days)	Area(s) / Flight Path(s)	Deviation from the flight guidelines? (provide explanation below*)	Accidents? (provide explanation below*)	Incidental Wildlife Observation? (provide explanation below inc. type of wildlife & location*)
3/11/20	10:00	1600	360CH	12	Town Zone	No	No	None
3/12/20	10:00	1600	360CH	12	Town Zone	No	No	None
3/13/20	10:00	1600	360CH	16	Town Zone	No	No	None
3/13/20	900	1700	253CH	9	Talkin River	No	No	None
3/14/20	800	1700	360CH	16	Town Zone	No	No	None
3/14/20	800	1700	253CH	9	Talkin River	No	No	None
3/14/20	800	1700	252CH	4	Kicking Horse	No	No	None
3/15/20	730	1700	360CH	16	Town Zone	No	No	None
3/15/20	730	1700	253CH	9	Rainbow Glacier Zone	No	No	None
3/15/20	1000	1700	252CH	4	Kicking Horse	No	No	None
3/17/20	1000	1600	360CH	12	Talkin River	No	No	None
3/17/20	1000	1600	253CH	9	Talin River	No	No	None
3/19/20	930	1600	360CH	12	Town Zone	No	No	None
3/20/20	1030	1600	360CH	12	Kicking Horse Right	No	No	None
3/22/20	1200	1300	360CH	4	Town Zone	No	No	None
3/23/2						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
						No	No	None
				0				

*** Explanations-------flight deviations, accidents, incidental wildlife observations, if any**

Date	

From: Steven Auch
To: Alekka Fullerton
Subject: Fw: Heli Waypoint Violations
Date: Wednesday, August 12, 2020 5:11:13 PM

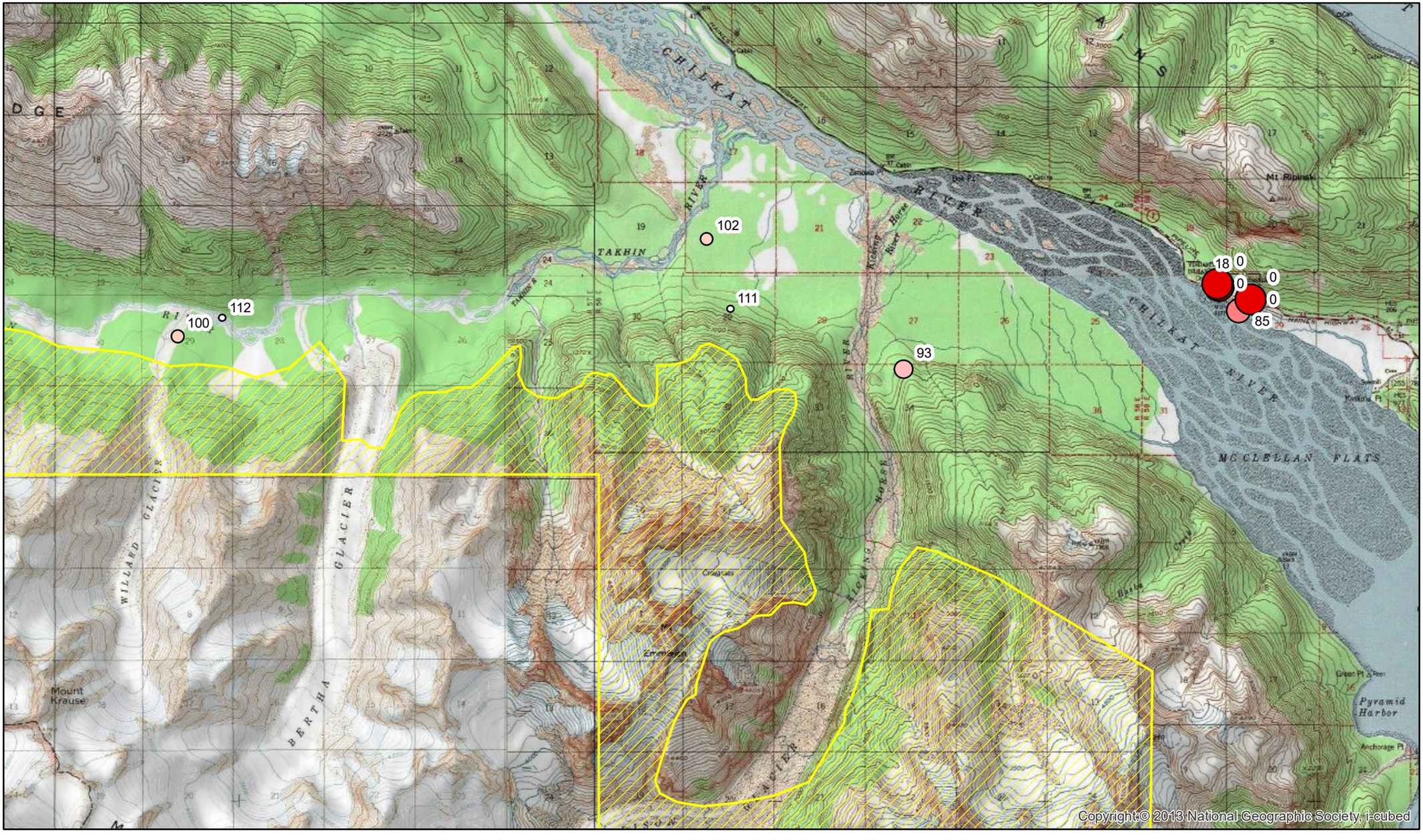
Steven Auch

Tourism Director
sauch@haines.ak.us
Cell: 907-314-3208
Office: 907-766-6419
www.visithaines.com

From: Ben Anderson <ben@seaba-heli.com>
Sent: Thursday, August 6, 2020 7:58 AM
To: Steven Auch
Subject: Re: Heli Waypoint Violations

EXTERNAL EMAIL: Do not open links or attachments unless you recognize the sender and know the content is safe.

Steven
I talked to Tim Tom one of our lead guides he said That day was a guide recon day and non revenue. We got our first clients in on that day and they didn't fly. Also weather was bad forcing them to land in the valley. Let me know if you need anything else
Thanks
Ben



SEABA Commercial Ski Tour Spot Check
03/10/2020

Haines Borough
Commercial Ski Tour - SEABA

Speed (kts)

- 0 - 18
- 19 - 85
- 86 - 93
- 94 - 102
- 103 - 112

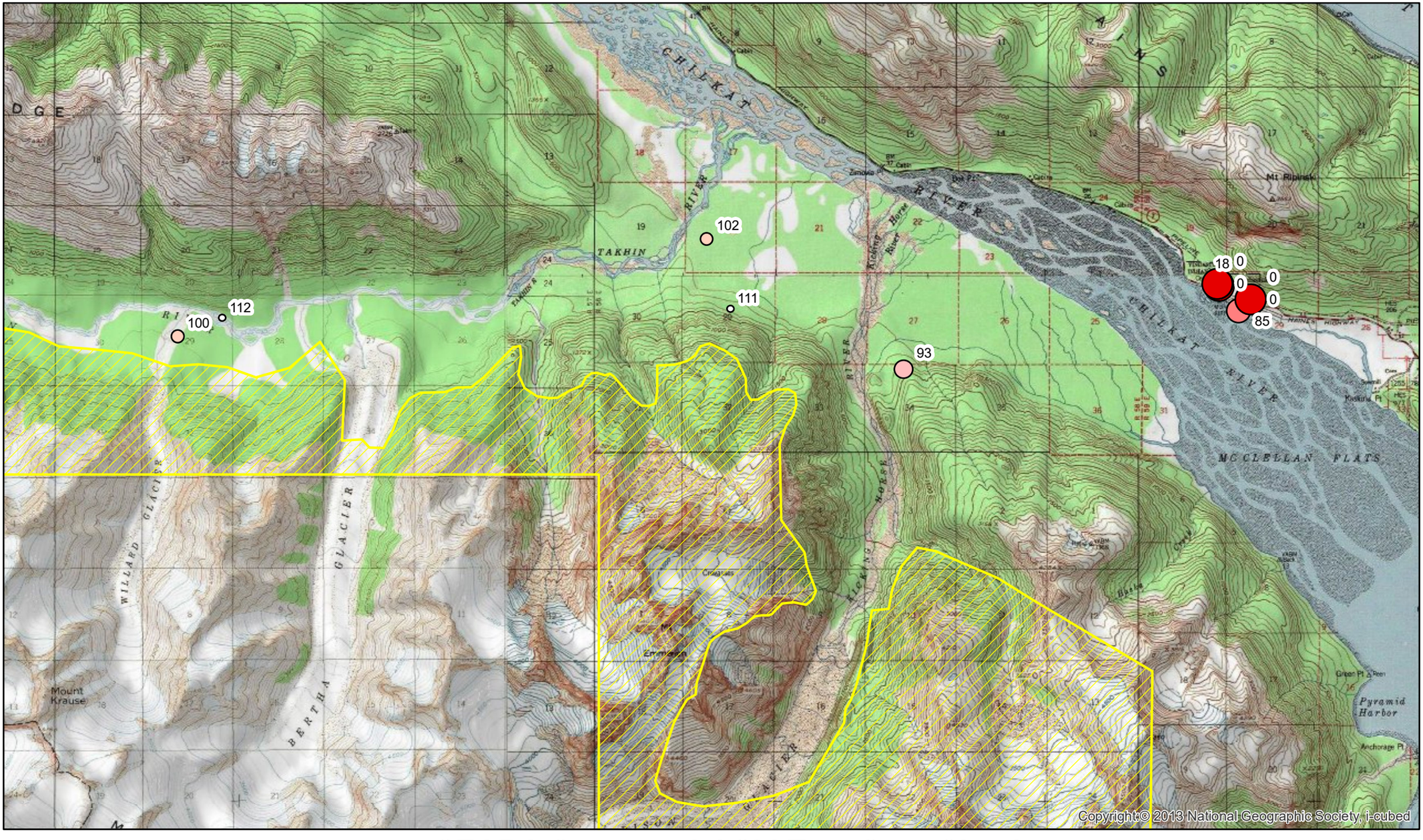
BArea2019ap

0 1 2 4 6 8 Miles

N W E S

station	valid	tmpf	dwpf	relh	drct	sknt	p01i	alti	mslp	vsby	gust	skyc1	skyc2	skyc3	skyl1	skyl2	skyl3
PAHN	3/7/20 0:54	23	9	54.44	290	9	0	30.1	1019.6	10	M	BKN	OVC	M	4700	6000	M
PAHN	3/7/20 1:54	21.9	9	57.02	300	9	0	30.1	1019.4	10	M	FEW	OVC	M	4600	6000	M
PAHN	3/7/20 2:54	21.9	10	59.63	300	9	0	30.09	1019.3	10	M	OVC	M	M	7000	M	M
PAHN	3/7/20 3:54	21	9	59.23	310	7	0	30.1	1019.4	10	M	FEW	SCT	OVC	4100	5500	8000
PAHN	3/7/20 4:54	21	9	59.23	320	8	0	30.1	1019.5	10	M	BKN	OVC	M	3900	5000	M
PAHN	3/7/20 5:54	21	10	61.95	310	8	0	30.1	1019.6	10	M	OVC	M	M	3800	M	M
PAHN	3/7/20 6:54	19.9	10	64.91	310	10	0	30.1	1019.4	10	M	OVC	M	M	3800	M	M
PAHN	3/7/20 7:54	19.9	9	62.07	300	12	0	30.1	1019.5	10	M	OVC	M	M	3800	M	M
PAHN	3/7/20 8:54	19	8.1	61.94	300	12	0	30.1	1019.5	9	M	OVC	M	M	3700	M	M
PAHN	3/7/20 10:54	17.1	7	63.95	290	14	0	30.09	1019.2	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 11:54	16	6.1	64.39	300	13	0	30.08	1018.9	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 12:54	17.1	5	58.38	300	11	0	30.07	1018.6	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 13:54	12.9	5	70.13	290	15	0	30.07	1018.5	7	M	CLR	M	M	M	M	M
PAHN	3/7/20 14:54	15.1	6.1	66.96	300	12	0	30.07	1018.4	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 15:54	12.9	6.1	73.74	290	13	0	30.07	1018.5	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 16:54	14	6.1	70.26	290	15	0	30.07	1018.6	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 17:54	19	7	58.94	290	12	0	30.07	1018.4	9	M	CLR	M	M	M	M	M
PAHN	3/7/20 18:54	21	10	61.95	280	12	0	30.05	1017.9	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 19:54	24.1	10	54.36	280	9	0	30.04	1017.5	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 20:54	27	12	52.68	280	7	0	30.04	1017.3	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 22:54	28	15.1	57.93	130	4	0	30.02	1016.8	10	M	CLR	M	M	M	M	M
PAHN	3/7/20 23:54	28.9	18	63.31	140	3	0	30.02	1016.7	10	M	OVC	M	M	3300	M	M

station: three or four character site identifier
valid: timestamp of the observation
tmpf: Air Temperature in Fahrenheit, typically @ 2 meters
dwpf: Dew Point Temperature in Fahrenheit, typically @ 2 meters
relh: Relative Humidity in %
drct: Wind Direction in degrees from north
sknt: Wind Speed in knots
p01i: One hour precipitation for the period from the observation time to the time of the previous hourly precipitation reset. This varies slightly by site. Values are in inches. This value may or may not contain frozen precipitation melted by some device on the sensor or estimated by some other means. Unfortunately, we do not know of an authoritative database denoting which station has which sensor.
alti: Pressure altimeter in inches
mslp: Sea Level Pressure in millibar
vsby: Visibility in miles
gust: Wind Gust in knots
skyc1: Sky Level 1 Coverage
skyc2: Sky Level 2 Coverage
skyc3: Sky Level 3 Coverage
skyl1: Sky Level 1 Altitude in feet
skyl2: Sky Level 2 Altitude in feet
skyl3: Sky Level 3 Altitude in feet
"M" indicates missing or null data



SEABA Commercial Ski Tour Spot Check
03/10/2020

Haines Borough
Commercial Ski Tour - SEABA

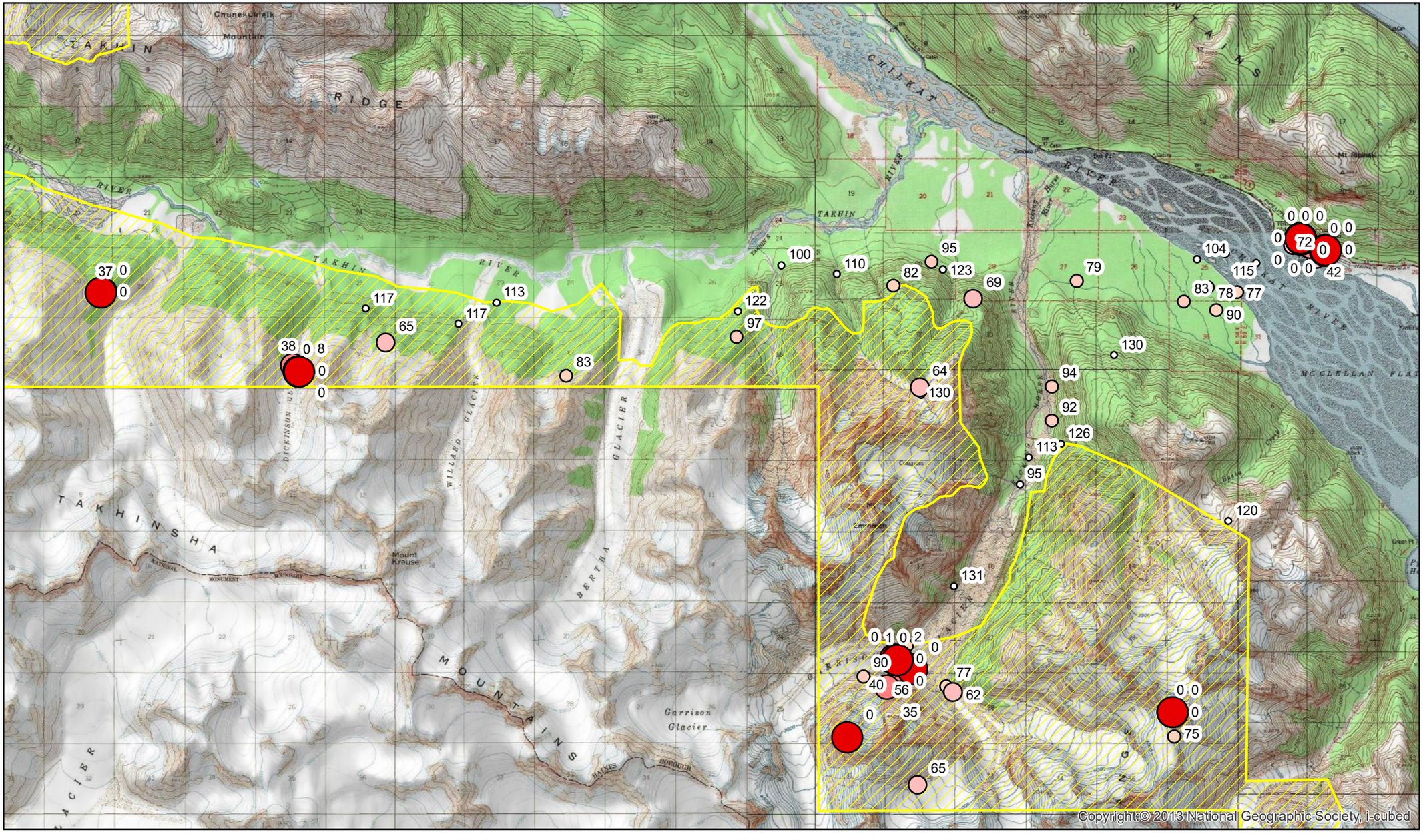
Speed (kts)

- 0 - 18
- 19 - 85
- 86 - 93
- 94 - 102
- 103 - 112

BArea2019ap

0 1 2 4 6 8 Miles

N W E S



SEABA Commercial Ski Tour Spot Check
03/17/2020

Haines Borough
Commercial Ski Tour - SEABA

Speed (kts)

- 0 - 18
- 19 - 45
- 46 - 70
- 71 - 95
- 96 - 120

BArea2019ap

0 1.5 3 6 9 12 Miles

N W E S

Haines Borough
Administrative Policy

Heliskiing GPS Data Collection, Submission, and Compliance

Applicable to: *Heliskiing companies permitted to operate commercial ski tours within the Haines Borough*
Approved by Borough Assembly: *October 22, 2013*
Effective Date: *October 22, 2013*
Note: This replaces the previous policy approved September 11, 2012

GPS DATA

A. TYPE OF GPS.

GPS units will be part of the helicopter, operating with flight following or tracking software and be submitted directly through the helicopter operator (e.g. Temsco, Coastal Helicopter).

The term "part of the helicopter" means: installed into the helicopter, using power from the helicopter, and managed by the pilot.

B. FORMAT FOR GPS DATA SUBMISSION.

When GPS data is requested by the Haines Borough, the heliskiing flight data will be submitted in an Excel spreadsheet formatted in tables, each column having only one data field. Latitude and longitude will be submitted in decimal degrees. Flight GPS data points will be taken in two-minute intervals.

C. DATA

GPS data will include latitude, longitude, altitude, airspeed, date, and time.

D. The Haines Borough shall make available digital versions of the current Haines Borough Heliski Map boundaries.

COMPLIANCE

E. GPS SPOT CHECKS

To insure compliance with the approved *Haines Borough Approved Commercial Ski Tour Areas* Map, the Borough Administration will perform a minimum of five (5) GPS spot checks, per company, per season. Results will be posted on the borough's website.

F. INFRACTIONS

Heliskiing operators found to be operating out of bounds without acceptable explanation will be fined up to $1000 per infraction. Repeat infractions may constitute a doubling of fine amount.

G. COMPLAINTS

Complaints may trigger a GPS check of both the day before and day after. If unjustified infractions are found, penalties will be enforced.

H. OPERATIONS OUT OF BOUNDS

"It is the policy of the Haines Borough to have low tolerance for operating out of bounds. If a heliskiing company is forced to operate out of bounds for any reason, they are required to alert the Borough Administration in writing within 7 days. Correspondence should include date and time, location, pilot name, and explanation.

Julie Cozzi
Julie Cozzi
Interim Borough Manager

Signature Date 2/19/2014

9A

Haines Borough
Planning Commission Meeting
July 9, 2020
MINUTES

Approved

1. **CALL TO ORDER/PLEDGE TO THE FLAG:** - **Lapham** called the meeting to order at 6:32 p.m. in assembly chambers and led the pledge to the flag.

2. **ROLL CALL: - Present:** Diana **Lapham/**chair**;** Don **Turner Jr.;** Zack **Ferrin;** and present on Zoom: Rob **Goldberg**; Lee **Heinmiller**; and Jessica **Kayser Forster**

   STAFF PRESENT: Alekka **Fullerton**, Interim Borough Manager; Savannah **Maidy** & Libby **Jacobson**, Planning and Zoning Techs.

   OTHERS PRESENT: Tiana **Perry-Traudt**, Sarah **Rork**, Ashley **Hillsinger**, and on Zoom: Jenny Lyn **Smith**, Will **Prisciandaro**, Ann Marie **Palmieri**

3. **APPROVAL OF AGENDA:**
   The following items were on the published consent agenda indicated by an asterisk (*):
   4 – Approval of Minutes

Motion: **Ferrin** moved to remove Item 10B from the agenda and the motion carried unanimously.

Motion: **Ferrin** moved to approve the agenda as amended and the motion carried unanimously.

* **4. APPROVAL OF MINUTES:**
The 6/11/20 Minutes were approved as part of the approval of the consent agenda.

5. **PUBLIC COMMENTS: Hillsinger, Prisciandaro**
6. **CHAIRMANS REPORT:** None
7. **ASSEMBLY LIAISON REPORT: Josephson**
8. **COMMISSION COMMENTS:** None
9. **STAFF REPORT:** None
10. **PUBLIC HEARINGS:**

    A. Chris Thorgesen CUP #20-21 - RV Park (C-MIS-02-0500) – Applicant seeks approval for the operation of a commercial RV Park in the Commercial Zone.

    Public Comments: **Palmieri, Fullerton**
    Commission Comments: **Goldberg, Heinmiller, Ferrin**

Motion: **Ferrin** moved to "**Table Item 10A until August 13th** Planning Commission Meeting" and the motion carried unanimously.

    B. William Prisciandaro & Penny Fossman - Right-of-Way Vacation (C-STR-02-15S0 & C-STR-02-2210) – Applicants seek approval of a vacation of a Right-of-Way.

    Item was removed as part of the approval of the consent agenda.

    C. Commission Appointment Seat A

Public Comment: **Rork, Perry-Traudt**
Commission Comments: **Turner Jr., Goldberg, Kayser Forster, Lapham**

10 minute recess 6:47pm

Motion: Lapham moved to go into executive session as allowed by AS44.62.310.C1B to discuss the open planning commission seat, this matter qualifies for the subject since it may tend the prejudice of reputation or character of applicants. The motion passed unanimously.

***Maidy** was asked to join to run audio.*

7:25pm End of Executive Session

Public Comment: **Rork**

Commission Comment: **Lapham, Turner**

Motion: Ferrin moved to "recommend Sarah **Rork** be appointed to Chair A of the Planning Commission" and carried unanimously.

Public Comment**: Rork, Fullerton**

11. **UNFINISHED BUSINESS:** none
12. **NEW BUSINESS:**
    - **A. Historic District/Building Review:** None
    - **B. Haines Borough Code Amendments:** None
    - **C. Project Updates:** None
    - **D. Other New Business:** None
13. **PUBLIC COMMENTS:** None
14. **COMMISSION COMMENTS: Heinmiller**
15. **CORRESPONDENCE:** None
16. **SET MEETING DATES:**
    - **A.** Regular Meeting: – **Thursday, August 13, 2020 at 6:30 p.m. at Assembly Chambers.**
17. **ADJOURNMENT: 7:36 pm**

11B1

Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 20-1038
Assembly Meeting Date: 8/25/20

Business Item Description:	**Attachments:**
Subject: Code Change to define Food Trucks	1. Ordinance 20-08-576 2. Planning Commission Request for Action
Originator: Planning Commission	
Originating Department: Lands/Administration	
Date Submitted: 08/17/20	

Full Title / Motion:

Motion: Introduce Ordinance 20-08-576 and schedule it for two public hearings 09/08/20 and 09/22/20.

Administrative Recommendation:

This resolution is recommended by the Interim Manager.

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
$	$0	$0	

Comprehensive Plan Consistency Review:

Comp Plan Goals/Objectives:	Consistent: ■Yes ☐No

Summary Statement:

The Planning Commission has long considered the issue of food trucks. There has been no consistency in the permitting of food trucks. After consideration, the Planning Commission recommends both a description for food trucks and a designation for the permitting of them as "Commercial, light".

Referral:

Referred to: Referral Date:
Recommendation: Meeting Date:

Assembly Action:

Meeting Date(s): 08/25/20, 09/08/20, 09/22/20
Public Hearing Date(s): 09/08/20, 09/22/20
Postponed to Date:

HAINES BOROUGH, ALASKA
ORDINANCE No. 20-08-576 **DRAFT**

An Ordinance of the Haines Borough amending Haines Borough Code Title 18 to Define Food Trucks and Allow their use under "Commercial, light".

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

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

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

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

Section 4. Amendment of Section 18.20.020 Section 18.20.020 of the Haines Borough Code is hereby amended, as follows:

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

18.20.020 Definitions – Regulatory.

...

"Food Truck" means a readily moveable, motorized wheeled vehicle, or a towed wheeled vehicle, designed and equipped to serve food and shall be permitted as each zone permits under the approval of "Commercial, light".

...

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS __ DAY OF _____, 2020.

_____
Jan Hill, Mayor

ATTEST:

_____
Alekka Fullerton, CMC, Borough Clerk

Date Introduced: 08/25/20
Date of First Public Hearing: 09/08/20
Date of Second Public Hearing: 09/22/20

Haines Borough

BOROUGH ASSEMBLY ACTION REQUEST

DATE: August 17, 2020

TO: Borough Assembly

FROM: Borough Planning Commission

SUBJECT: Definition for "Food Trucks"

ACTION:

Goldberg *moved to "add the proposed definition of "Food Truck" to the definition section in 18.20" and carried unanimously.*

BOARD REQUEST:

The Planning Commission requests that the Assembly accept its recommendations under HBC 18.20.020 and18.60.020. Please see attachment.

SUBMITTED BY Diana R. Lapham

Diana Lapham, Chair
Haines Borough Planning Commission

Rationale:

The food truck industry is on the rise and in order to encourage the operation of these in a mindful way that is harmonious with the comprehensive plan and our zoning, a definition may need to be created.

Staff is aware that the issue of food trucks has been an ongoing one. In 2016, an Ad Hoc Committee was formed to advise the assembly with respect to food trucks. That group felt that additional regulation was not needed and that existing code provisions were sufficient to cover food trucks.

Staff believes that our code could benefit from a definition of food trucks and an established approach to the permitting/zoning of them. It is believed that the "Commercial Light" use, which would allow the Borough to approve the business' utility uses (power, water, & gray water) and location (setbacks, etc.) is the most appropriate. Under this definition, Food Trucks could apply for multiple locations as the Zoning dictates the approval.

Proposed Definition:

Under a new definition a **Food Truck** is "a readily movable, motorized wheeled vehicle, or a towed wheeled vehicle, designed and equipped to serve food and shall be permitted as each zone permits under the approval of "Commercial Light".

ZONING USE CHART

TOWNSITE PLANNING/ZONING DISTRICT

UBR = Use-By-Right CU = Conditional Use NA = Not Allowed GFA = Gross Floor Area

	= Permit Required

	= Permit Not Required

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

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

* Exception: Recreational trailers parked but not used for habitation or storage.
(Ord. 19-02-522 § 7; Ord. 18-06-499 § 4; Ord. 18-06-496 § 5; Ord. 18-01-484 § 8; Ord. 16-07-439 § 4; Ord. 14-12-393 § 4; Ord. 13-09-349 § 7; Ord. 09-04-202 § 4; Ord. 07-04-153)

11C1b

From: Brenda Josephson
To: Alekka Fullerton
Subject: CARES Act Ad Hoc Committee Meeting August 18, 2020
Date: Thursday, August 20, 2020 12:22:44 PM

The CARES Act Ad Hoc Committee held a meeting with the Commerce Committee on August 18, 2020 at 6:30 PM. Committee members present included Brenda Josephson, Stephanie Scott, and Gabe Thomas. Others in attendance were Mayor Jan Hill, Interim Manager Alekka Fullerton, and Financial Officer Jila Stuart.

The joint CARES Act Ad Hoc Committee and the Commerce Committee are making the following recommendations to the Assembly.

Economic Assistance to Businesses and Non-profits:
Staff reported that the are processing 193 Business and Non-profit applications and anticipate funding of the applications to be $488,568. Funds of approximately $300,000 will still be available for disbursements. The Committee recommends additional disbursement for the remaining funds that have been set aside as outlined below. It is estimated that these two recommendations together will fulfill the $850,000 previously identified for business/non-profit grant assistance. If the disbursements exceed the $850,000 previously identified, the Committee recommends full funding of the qualified applications.

1) Doubling the existing granting funding to Businesses and Non-profits based on the established scale for the qualified applications up to a maximum of $10,000 per entity or to the extent of documented loss/need due to COVID-19.

2) Establishment of a New Business Economic Assistance Grant program for reimbursement of up to $1,000 in expenses for new businesses that did not qualify for the Business and Non-profit Grant that were impacted due to Covid-19. The qualified new businesses must have been licensed by the Haines Borough on March 1, 2020 and provide documentation of expenditures exceeding $1,000 in 2020.

Economic Assistance to Commercial Fishing Permit Holders:
$50,000 for a grant program to provide economic assistance of $500 to every limited entry permit holder that fished in 2019 or is fishing in 2020 provided the individual maintains primary residency in Haines Borough.

Shop Local Economic Stimulus Program:
$20,000 for an economic stimulus program to encourage local shopping in Haines for non-essential purchases. Individuals who provide receipts for purchases from local businesses of at least $300 will receive a $100 gift certificate at a participating local vendor. For the purpose of this program receipts for groceries or utilities are not eligible as non-essential. All local businesses will be invited to participate in the gift certificate program and the Haines Borough will purchase the gift certificates directly from the participating businesses.

Economic Assistance to Individuals:
Grant program for $500 to all individuals regardless of age that have been impacted by Covid-19 and have an anticipated **household** income of $70,000 or less for 2020. The application would be similar to the Household Grant program, but request additional information and certification of household members and qualifications. Proof of residency of all individuals including children will be checked against data provided by the Alaska PFD program. Individuals not included as a resident on PFD records will be required to provide verifiable proof of residency in Haines effective on or before March 1, 2020. The intent of this program is to provide assistance to individuals in need while allowing them to use the funds at a wide variety of local businesses. The Committee requested staff to work with the Chamber of Commerce to develop a program that will allow individuals to choose local vendors to use grant funds for purchases. Suggestions included vouchers to local vendors, punch cards, P cards, gift cards, or another system. Staff recommendations will be discussed and finalized at the next CARES Act meeting.

Childcare:
The Committee will be exploring ways to assist families with young children in need or childcare due to the changes caused by Covid-19. The issue has complications due to the need to maintain social distancing and small bubbles of contacts. This topic will be discussed in greater detail at the next CARES Act Ad Hoc Committee.

The next CARES Act Ad Hoc Committee meeting will be held on September 2, 2020 at 6:30 PM. Items on the agenda include 1) Economic Assistance to Individuals and 2) Childcare.

Brenda Josephson

Municipal Arts & Culture Matching Grant

		2x	Total
Foundation for the Chilkat Center	500	500	1,000
Lynn Canal Community Players	500	500	1,000
Hammer Museum	1500	1500	3,000
Haines Sheldon Museum	3918.9	3918.9	7,837.80
Alaska Arts Confluence	1000	1000	2,000
Alaska Native Brotherhood	500	500	1,000
Southeast Alaska State Fair	5000	5000	10,000
Bald Eagle Foundation	4000	4000	8,000
	16918.9	16918.9	33837.8
???			16,162.20
Maximum Match			50,000

Municipal Arts & Culture Matching Grant Program

A partnership between Municipal Governments and Rasmuson Foundation

Program Description. The *Municipal Arts and Culture Matching Grant Program* is a partnership between Rasmuson Foundation and Alaska municipalities in cooperation with the Alaska Municipal League. It is designed to fund arts and culture organizations whose local revenue sources are disrupted by the COVID-19 pandemic. Municipal allocations of Direct Municipal Relief (a category of CARES Act funds) to local arts and culture organizations are matched by Rasmuson Foundation.

Program Need. Government mandates in response to the COVID-19 pandemic have caused cancellation of performances, festivals and traditional fundraising activities that local arts and culture organizations depend on for revenue. Additionally, loss of personal income has resulted in less revenue from memberships and donations. Through allocation of Cares Act funds, municipal governments can help sustain arts and culture infrastructure.

Eligibility. The matching grant program is intended to support arts and cultural organizations whose revenue sources have been negatively impacted by the covid-19 pandemic. Municipalities may set their own criteria for allocation of Direct Municipal Relief funds, however, to receive *Municipal Arts & Culture Matching funds*, beneficiaries should be able to demonstrate real and projected revenue decline due to COVID-19 mandates. It is the responsibility of the municipality to ensure compliance with US Treasury guidelines for use of CARES Act funds.

Additionally, beneficiaries must:

- have been a viable nonprofit entity within the municipality on March 1, 2020; and
- have a mission to advance, support, educate or celebrate arts and culture.

Examples of qualifying entities include arts and culture camps, arts councils, dance organizations, theatre and performing arts organizations; symphonies, choral groups and other music entities; language and literary arts organizations; museums and arts-focused festivals and workshops.

Municipal Guidelines. Rasmuson Foundation will match a municipality's allocation of CARES Act funds to arts and culture organizations. The match ratio is 1:1 up to $20,000 to any entity and 1:2 for allocated municipal funds in excess of $20,000 to that entity.

Example: Municipality allocates $40,000 of Direct Municipal Relief funds to the local theatre organization. Rasmuson Foundation will match $20,000 @ 1:1 and remaining $20,000 @ 1:2 ($20,000 + $10,000 = $30,000). The theatre organization will receive a $70,000 *Municipal Arts and Culture Matching Grant* ($40,000 municipal + $30,000 Rasmuson Foundation).

Rasmuson Foundation limits the match to $50,000 per municipality and $250,000 statewide.

The municipal allocation of CARES Act funds may not replace or supplant historical or budgeted municipal support.

Municipal Arts & Culture Matching Grant Program

A partnership between Municipal Governments and Rasmuson Foundation

How to Apply. A municipality may administer the *Municipal Arts and Culture Matching Grant Program* directly or delegate it to a local organization tasked with administering municipal CARES Act funds. After making its allocation determinations, an authorized representative of the municipality applies to Rasmuson Foundation using the designated form. Rasmuson Foundation distributes funds to the municipality. The municipality then distributes the total grant award (CARES Act funds + Rasmuson funds) to arts and culture organizations within their community.

Use of Funds. *Municipal Arts and Culture Matching Grant* funds may be used for any legitimate operating or program expense incurred by the organization from March 1 through December 15, 2020 in accordance with CARES Act funding guidelines. Entities that have received funds through another CARES Act program such as PPP or EIDL are eligible for funding through the Direct Municipal Relief providing the use of funds does not duplicate or supplant those other funds.

Reporting. The municipality may require benefitted entities to report the use or expenditure of *Municipal Arts & Culture Matching* funds in accordance with CARES Act funding guidelines. The municipality shall verify to Rasmuson Foundation distribution program funds to organizations within 30 days of receipt of Rasmuson funds.

11C3

Haines Borough
BOROUGH ASSEMBLY ACTION REQUEST

DATE: August 17, 2020

TO: Borough Assembly

FROM: Borough Planning Commission

SUBJECT: Chilkoot Indian Association Request for a Temporary Barrier

ACTION:

Ferrin moved to recommend to the assembly to request the manager, public facilities, and police find a solution during a meeting occurring a week after the next assembly meeting (August 25) and **passed 5-2.**

BOARD REQUEST:

The Planning Commission requests that the Assembly accept its recommendations.

SUBMITTED BY Diana L. Lapham
Diana Lapham, Chair
Haines Borough Planning Commission

Rationale:

Chilkoot Indian Association (CIA) is requesting a ROW permit to place a moveable barrier across Chilkoot Street as an "immediate and temporary measure," in hopes to later apply to vacate the ROW. The subdivision, owned by CIA, has concerns of safety and wellbeing despite measures such as signs and speed bumps already have been implemented as drivers continue to speed. The ROW is Borough owned and maintained. Chilkoot Street connects Fair Drive to Major Road.

The Planning Commission would like to see Borough Staff discuss and propose a long-term solution for CIA.

12A

Haines Borough
PO Box 1209
Haines, Alaska 99827

Carolann and Haines Borough:

Thank you for your formal request to end the project and sell assets purchased under the REF grant #7071021, Haines Borough Municipal Biomass Project. After careful review of your request, associated grant documents, and the Assembly's decision to discontinue the project, the Alaska Energy Authority is granting your request.

The remaining encumbered funds will be released and no longer available for use on this project.

Assets purchased under this grant can be sold at fair market value and funds returned to the Authority. Please provide proof of sale to the authority within 30 days of sale.

SOA: $1,355,189.77
Haines Borough Match: 157,449.00
Total funding: $1,512,637.77

Spent: $532,647.78
Remaining: $979,989.99

Please reach out with any questions.

Best Regards,

Taylor Asher
813 W Northern Lights Boulevard, Anchorage, AK 99503
(907) 771-3903 (office)
(907) 355-5351 (cell)

CC: Curtis Thayer, Executive Director
Kirk Warren, Director, Engineering & Energy Development
TW Patch, Director, Planning
Neil McMahon, Program Manager, Renewable Energy Fund
Karin St. Clair, Grants Manager