


Haines Borough
Borough Assembly Meeting #425
AGENDA

June 8, 2021 -6:30pm

Location: Assembly Chambers and Virtually, on ZOOM

Douglas Olerud
Mayor

Jerry Lapp
Assembly Member

Gabe Thomas
Assembly Member

Cheryl D. Stickler
Assembly Member

Carol Tuynman
Assembly Member

Paul Rogers
Assembly Member

Caitlin Kirby
Assembly Member

Alekka Fullerton
Interim Borough
Manager/Borough Clerk


Haines Borough ZOOM information (You must download Zoom first)

Webinar ID: 892 7579 6078

Passcode: 168762

- 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 05-25-21 Regular Assembly Meeting
- * 3. APPROVAL OF MINUTES – 05-25-21 Regular Meeting**
- 4. PUBLIC COMMENTS – Sign-up is NOT required**
[For any topics not scheduled for public hearing. Individual comments are limited to 3 minutes] Note: during this section of the agenda, the assembly will listen and take notes. No official action will be taken at this time. Instead, comments and requests may be referred for further consideration to the administration, a committee, or a future assembly agenda.
- 5. ASSEMBLY COMMENTS**
- 6. MAYOR'S REPORT AND COMMENTS**
- 7. PUBLIC HEARINGS** [Individual comments are limited to 3 minutes]
 - A. Ordinance 21-04-583 – Third Hearing**
An Ordinance of the Haines Borough, Alaska, Providing for the Establishment and Adoption of the Operating Budget, Capital Budget, and Capital Improvement Plan of the Haines Borough for the Period July 1, 2021 Through June 30, 2022.
Motion: Adopt Ordinance 21-04-583
 - B. Ordinance 21-05-585 – First Hearing**
An Ordinance of the Haines Borough approving the lease application for the lease of an area not-to-exceed 50'X50' of Haines Borough parcel C-LTR-04-2920 and authorization for the Borough Manager to negotiate a lease for Assembly approval.
No motion is needed at this time since the Ordinance is already scheduled for its second public hearing June 22.
- 8. STAFF/FACILITY REPORTS**
 - A. Interim Borough Manager Report–6/03/21**
- 9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES**
 - A. Port and Harbor Advisory Board – Minutes from 4/22/21**
 - B. GAS Committee Update – Minutes from 6/1/21 Meeting**

10. **UNFINISHED BUSINESS** – None
11. **NEW BUSINESS**
 - A. **Resolutions** [Individual comments are limited to 3 minutes]
 1. **Resolution 21-06-917**
A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with The Response Group, for a Haines Borough ICS Academy Training for an amount not to exceed \$25,988.00
Motion: Adopt Resolution 21-06-917
 2. **Resolution 21-06-918**
A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into an agreement with Cox Environmental Services for 2021 household hazardous waste disposal services for an approximate amount of \$36,675.
Motion: Adopt Resolution 21-06-918
 - B. **Ordinances for Introduction** – None
 - C. **Other New Business**
 1. **Displaced Residents Update**
12. **CORRESPONDENCE**
 - A. **Report from AML re Supplemental Dues and Use of CARES Act Funds**
13. **SET MEETING DATES**
14. **PUBLIC COMMENT**
15. **ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION TO THE MANAGER**
16. **ADJOURNMENT**


Haines Borough
Borough Assembly Meeting #424
May 25, 2021
MINUTES

Draft

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

Present: Mayor **OLERUD**, Assembly Members Jerry **LAPP**, Gabe **THOMAS**, Cheryl D. **STICKLER**, Carol **TUYNMAN**, Paul **ROGERS**, Caitlin **KIRBY**.

Staff Present: Alekka **FULLERTON**/Interim Manager/Borough Clerk, Jila **STUART**/Finance Director, Ed **COFFLAND**/Director of Public Facilities, Carolann **WOOTON**/Contract and Grants Administrator and Steven **AUCH**/Tourism Director.

Visitors Present: Don **TURNER** Jr., Jean **SMITH**, Sydney **WRAY**, Burl **SHELDON**, Dee **OWENS**, Lorrie **DUDZIK**, Cindy **JONES**, Tresham **GREGG**, Leslie **ROSS**, Jim **GREEN**, Sara **CHAPELL**, Lucia **CHAPELL**, Tom **MORPHET** and many others on zoom.

2. **APPROVAL OF AGENDA & CONSENT AGENDA**

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

3A – Approve Minutes from 05-10-21 Board of Equalization

3B – Approve Minutes from 05-11-21 Regular Assembly Meeting

11A1 – Resolution for Community Assistance Program

11B1 – Introduction of Ordinance 21-05-585 Approving Lease Application

Motion: **ROGERS** moved to “approve the agenda/consent agenda,” and the motion carried unanimously.

- *3. **APPROVAL OF MINUTES**

A. 05-10-21 Board of Equalization

B. 05-11-21 Regular Assembly Meeting

Note: The motion adopted by approval of the consent agenda: “approve minutes of the 05/10/21 Board of Equalization and 05/11/21 regular borough assembly meeting.”

4. **PUBLIC COMMENTS:** **TURNER, SMITH, WRAY, SHELDON, OWENS, DUDZIK, JONES, GREGG, ROSS, GREEN, S. CHAPELL, L. CHAPELL, MORPHET**

5. **ASSEMBLY COMMENTS:** None

6. **MAYOR’S REPORT AND COMMENTS:**

Mayor **OLERUD** reported on his visit with Morgan Neff from AIDEA, Beach Road update, Congratulations to Wesley Verhamme, Happy Birthday to Gabe Thomas.

7. **PUBLIC HEARINGS**

A. New Tour – Fly Guides LLC – Commercial Tour Permit

Mayor **OLERUD** opened and closed the public hearing at 7:06 pm since no member of the public chose to speak on this Ordinance.

Greg Schlachter described his proposed tour.

Motion: **ROGERS** moved to “Authorize the borough clerk to issue Fly Guide LLC a 2021 commercial tour permit, including the Chilkoot Corridor, if all permitting conditions have been satisfied,” and the motion carried unanimously in a roll call vote.

7. **PUBLIC HEARINGS** - *Continued*

B. **Ordinance 21-04-583** – Second Hearing

An Ordinance of the Haines Borough, Alaska, Providing for the Establishment and Adoption of the Operating Budget, Capital Budget, and Capital Improvement Plan of the Haines Borough for the Period July 1, 2021 Through June 30, 2022.

Mayor **OLERUD** opened the public hearing at 7:10 pm and the following members of the public chose to speak:

SHELDON

Hearing no further comments, the Mayor closed the public hearing at 7:13 pm.

Motion: **LAPP** moved to “Schedule Ordinance 21-04-583 for a third public hearing June 8, 2021,” and the motion carried unanimously.

Primary Amendment: **STICKLER** moved to “Appropriate \$112,055 to Sheldon Museum for staffing needs for FY22,”

Secondary Amendment: **STICKER** moved to “amend the amount to \$42,055 to the Sheldon Museum to account for the previous line-item transfer,” and the amendment carried unanimously.

And the motion, to “Appropriate an additional \$42,055 to the Sheldon Museum for staffing needs for FY22” carried unanimously.

Primary Amendment: **LAPP** moved to “Allocate \$61,142 of CARES Act funds to FY22 Fund 20 for Ambulance costs and provide \$10,000 for Local Emergency Planning,” and the motion carried unanimously.

Primary Amendment: **LAPP** moved to “Allocate \$25,000 for FY22 Swimming Pool expenses (to open the pool in August) and recognize \$12,500 in additional revenue from the School District,” and the motion carried unanimously.

Primary Amendment: **LAPP** moved to “Increase the Lands budget by \$10,500 for a Planner instead of a Planning and Zoning Tech,” and the motion carried unanimously.

Primary Amendment: **LAPP** moved to “Allocate \$5,000 of CARES Act funds to HEDC for 2020 community assistance with CARES Act grants,” and the motion carried unanimously.

Primary Amendment: **LAPP** moved to “Allocated \$40,000 of CARES Act funds for CWS program (program to be developed),” and the motion carried unanimously.

Primary Amendment: **ROGERS** moved to “Transfer \$167,511 from the Areawide General Fund to the Townsite Service Area to pay for an estimated cost for police service outside the Townsite based on the FY22 Police budget and the proposed 50% formula reviewed during the May 6 COW,” and the motion carried unanimously.

Primary Amendment: **STICKLER** moved to appropriate \$5,000 of CARES Act funds to the Haines Chamber of Commerce,” and the motion carried 5-0 after **THOMAS** was allowed to recused himself from the vote since his significant other is the Executive Director of the Chamber of Commerce.

Primary Amendment: **LAPP** moved to “increase the Public Works budget by \$75,000 for Roads,” and the motion carried unanimously.

C. **Ordinance 21-04-584** – Second Hearing

An Ordinance of the Haines Borough Amending Title 3 Revenue and Finance, Chapter 3.70 Property Tax Levy , Providing for the Addition of Section 3.70.080 Tax Adjustment on Property Affected by a Disaster.

7. PUBLIC HEARINGS

C. Ordinance 21-04-584 - Continued

Mayor **OLERUD** opened and closed the public hearing at 7:41 pm since no member of the public chose to speak on this Ordinance.

Motion: ROGERS moved to "Adopt Ordinance 21-04-584," and the motion carried unanimously in a roll call vote.

8. STAFF/FACILITY REPORTS

A. Interim Borough Manager

FULLERTON provided an update to the written report and responded to a few questions.

B. CFO Report – FY21 Q3 General Fund Financial Report

STUART responded to a few questions.

9. COMMITTEE/COMMISSION/BOARD REPORTS & APPROVED MINUTES

A. Public Safety Commission – Minutes from 4/21/21

B. Solid Waste Working Group – Minutes from 4/15/21 and 5/6/21

C. Museum Board of Trustees – Minutes from 4/9/21

D. Tourism Advisory Board – Minutes from 4-22-21

10. UNFINISHED BUSINESS – None

11. NEW BUSINESS

A. Resolutions

***1. Resolution 21-05-915**

A Resolution of the Haines Borough Assembly approving certain unincorporated communities and their respective nonprofit entity for participation in the FY22 Community Assistance Program.

Note: The Resolution was adopted by approval of the consent agenda: "Adopt Resolution 21-05-915."

2. Resolution 21-05-916

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with PDC Engineers for the Haines WWTP Influent Inflow and Wet Well project design for an amount not-to-exceed \$42,969.

No member of the public desired to speak on this Resolution.

Motion: LAPP moved to "Adopt Resolution 21-05-916," and the motion carried unanimously in a roll call vote.

B. Ordinances for Introduction

***1. Ordinance 21-05-585**

An Ordinance of the Haines Borough approving the lease application for the lease of an area not-to-exceed 50'X50' of Haines Borough parcel C-LTR-04-2920 and authorization for the Borough Manager to negotiate a lease for Assembly approval.

Note: The Introduction of Ordinance 21-05-585 was adopted by approval of the consent agenda: "Introduce Ordinance 21-05-585 and set a first public hearing for 6/08/21 and a second public hearing for 6/22/21."

C. Other New Business

1. **EOC Update**

2. **Displaced Residents Update**

3. **TAB Action Request** – Chilkoot Corridor Moratorium (Resolution 18-05-756)

Motion: **ROGERS** moved to “Eliminate the transfer clause from the Chilkoot Corridor Moratorium,” and the motion carried unanimously in a roll call vote.

4. **Museum Board of Trustees Request**

Motion: **STICKLER** moved to “Broaden the conversation about the potential transfer of the Sheldon Museum building with primary stakeholders before any official action is taken,” and the motion carried unanimously.

12. CORRESPONDENCE

13. SET MEETING DATES

A. Confirmation of First Lutak Dock Town Hall Meeting – June 3 at 6:30 pm

B. Second Lutak Dock Town Hall Meeting – June 24 at 6:30 pm

14. PUBLIC COMMENT: DUDZIK, TURNER

15. ANNOUNCEMENTS/ASSEMBLY COMMENTS/DIRECTION TO THE MANAGER: LAPP, THOMAS

16. ADJOURNMENT – 8:26 pm

ATTEST:

Douglas Olerud, Mayor

Aleka Fullerton, CMC, Borough Clerk



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 21-1075
Assembly Meeting Date: 06/08/21

Business Item Description:		Attachments:
Subject: FY22 Haines Borough Operating Budget		1. Ordinance 21-04-583 as amended 5-25-21 2. Draft Complete Budget as amended 5-25-21.
Originator: Borough Manager		
Originating Department: Administration		
Date Submitted: 4/1/21		

Full Title/Motion:
Motion: Adopt Ordinance 21-04-583

Administrative Recommendation:

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ See proposed budget	\$ See proposed budg	\$ See proposed budget	undetermined

Comprehensive Plan Consistency Review:	
Comp Plan Goals/Objectives: Pages 44-55 and Objective 2B	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Summary Statement:
<p>Suggested Amendments from Budget COWS:</p> <ol style="list-style-type: none"> Increase budgeted overtime and standby hours for police department by __%. Transfer from the Areawide General Fund to the Townsite Service Area to pay for emergency police services based on the FY22 Police budget and the proposed 50% formula reviewed during the May 6 COW. <p>For full FY22 Budget see https://www.hainesalaska.gov/finance/haines-borough-fy22-managers-budget</p>

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

Assembly Action:
Meeting Date(s): 4/27/21 Public Hearing Date(s): 5/11/21, 5/25/21 Postponed to Date: _____

AN ORDINANCE OF THE HAINES BOROUGH, ALASKA, PROVIDING FOR THE ESTABLISHMENT AND ADOPTION OF THE OPERATING BUDGET, CAPITAL BUDGET, AND CAPITAL IMPROVEMENT PLAN OF THE HAINES BOROUGH FOR THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022.

BE IT ENACTED BY THE HAINES BOROUGH ASSEMBLY:

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

Section 2. General Provisions. The following FY22 budget document, listing estimated resources and expenditures is hereby adopted and established as the budget for the period of July 1, 2021 through June 30, 2022 and made a matter of record for that purpose. Except in the case of appropriations for capital improvements, all unexpended balances not otherwise encumbered or disposed of in this ordinance as of June 30, 2022, shall lapse to those appropriate funds.

Section 3. Authorization and Appropriation. The expenditures set forth herein are authorized and appropriations as provided for are hereby made.

01 AREAWIDE GENERAL FUND

REVENUES

Property Tax	\$ 1,423,000
Sales Tax	497,149
Excise Tax	126,500
State Revenue	600,435
Federal Revenue	577,951
Interest Earnings	100,000
User Fees	59,500
License, Permits, & Fees	88,500
Penalty & Interest	61,000
Rents	78,000
TOTAL AREAWIDE REVENUES	\$ 3,612,035

EXPENDITURES

Administration	621,109
Borough Assembly	57,908
Elections	6,310
Finance	456,867
Assessment/Land Management	321,246
Information Technology	112,900
Dispatch	485,578
Public Facilities	350,425
Solid & Hazardous Waste	45,450
Chilkat Center for the Arts	79,000

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Road Maintenance Service Areas	28,000
Haines Borough School District	1,827,000
Library	432,485
Museum	79,055
Parks	62,624
Swimming Pool	250,233
Transfers	(266,489)
Allocated Expense	<u>(957,596)</u>
TOTAL EXPENDITURES & TRANSFERS	3,992,105
CONTRIBUTION TO (FROM) FUND BALANCE	<u>(\$ 380,070)</u>

02 TOWNSITE SERVICE AREA

REVENUES	
Property Tax Revenue	\$ 650,000
Sales Tax	568,780
State Revenue	256,955
Miscellaneous Revenues	<u>10,500</u>
	1,486,235
EXPENDITURES	
Police	757,368
Public Works	609,396
Animal Control	29,743
Transfers	(320,511)
Allocated Expense	<u>480,505</u>
TOTAL EXPENDITURES & TRANSFERS	1,556,501
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (70,266)</u>

17 LAND DEVELOPMENT & SALES

REVENUES	
	<u>\$ 25,000</u>
EXPENDITURES	
Direct Expenditures	100,000
Transfer to Permanent Fund	0
Allocated Expense	<u>12,564</u>
TOTAL EXPENDITURES	112,564
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (87,564)</u>

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20 MEDICAL SERVICE AREA

REVENUES	<u>\$ 209,824</u>
EXPENDITURES	
Local Emergency Planning	21,100
Ambulance	298,389
Transfers	(135,142)
Allocated Expense	<u>25,477</u>
TOTAL EXPENDITURES & TRANSFERS	209,824
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ 0</u>

23 ECONOMIC DEVELOPMENT & TOURISM PROMOTION

REVENUES	<u>\$ 419,649</u>
EXPENDITURES	
Tourism	397,186
Economic Development	24,000
Allocated Expense	<u>57,669</u>
TOTAL EXPENDITURES & TRANSFERS	478,855
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (59,206)</u>

25 FIRE SERVICE AREAS

REVENUES	
Fire District #1	\$ 218,000
Fire District #2	<u>32,300</u>
TOTAL REVENUES	250,300
EXPENDITURES	
Fire District #1 Direct Expense	73,350
Fire District #2 Direct Expense	28,780
Allocated Expense	<u>177,140</u>
TOTAL EXPENDITURES & TRANSFERS	279,270
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (28,970)</u>

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31 GRANT REVENUE – American Rescue Plan

REVENUES	<u>\$ 490,000</u>
EXPENDITURES	
Project Expenditures	125,000
Operating Transfers	<u>365,000</u>
TOTAL EXPENDITURES & TRANSFERS	490,000
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ 0</u>

35 VEHICLE IMPOUNDMENT FUND

REVENUES	<u>\$ 31,500</u>
EXPENDITURES	
Direct Expenditures	<u>30,000</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u><u>\$ 1,500</u></u>

50 CAPITAL IMPROVEMENT PROJECTS

REVENUES	<u>\$ 629,473</u>
EXPENDITURES	
Direct Expenditures	423,000
Operating Transfers	143,000
Allocated Expense	<u>49,189</u>
TOTAL EXPENDITURES & TRANSFERS	615,189
CONTRIBUTION TO (FROM) FUND BALANCE	<u><u>\$ 14,284</u></u>

55 CARES Act FUND

REVENUES	<u>\$ 136,142</u>
EXPENDITURES	
Direct Expenditures	75,000
Operating Transfers	<u>61,142</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u><u>\$ 0</u></u>

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61 EQUIPMENT SINKING FUND

TRANSFERS	<u>129,000</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ 129,000</u>

75 LIBRARY BOND FUND

REVENUES	<u>\$ 14,148</u>
EXPENDITURES	<u>14,148</u>
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ 0</u>

76 SCHOOL G.O. BOND FUND

REVENUES	<u>\$ 1,283,925</u>
EXPENDITURES	<u>1,283,925</u>
CONTRIBUTION TO (FROM) FUND BALANCE	\$ 0

90 WATER REVENUE FUND

REVENUES	
Operating Revenues	\$ 454,400
Capital Project Revenues	<u>100,000</u>
	554,400
EXPENDITURES	
Direct Expenditures	524,213
Allocated Expense	(22,599)
Depreciation Expense	336,000
Capital Expenditures	150,000
Transfers	<u>(30,000)</u>
TOTAL EXPENDITURES	957,614
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ (403,214)</u>

91 SEWER REVENUE FUND (WASTEWATER TREATMENT)

REVENUES	
Operating Revenues	\$ 532,900
Capital Project Revenues	<u>650,000</u>
	1,182,900
EXPENDITURES	
Direct Operating Expenditures	<u>467,501</u>

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Allocated Expense	99,813
Depreciation Expense	357,164
Capital Expenditures	<u>650,000</u>
TOTAL EXPENDITURES	1,574,478

CONTRIBUTION TO (FROM) FUND BALANCE \$ (391,578)

92 BOAT HARBOR FUND

REVENUES	
Operating Revenues	<u>\$ 508,000</u>

EXPENDITURES	
Direct Operating Expenditures	582,282
Allocated Expense	(93,289)
Depreciation Expense	<u>760,000</u>
TOTAL EXPENDITURES	1,248,993

CONTRIBUTION TO (FROM) FUND BALANCE \$ (740,993)

93 LUTAK DOCK FUND

REVENUES	<u>\$ 276,136</u>
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EXPENDITURES	
Direct Expenditures	75,600
Capital Expenditures	1,400,000
Allocated Expense	92,296
Depreciation Expense	<u>99,400</u>
TOTAL EXPENDITURES	1,667,296

CONTRIBUTION TO (FROM) FUND BALANCE \$ (1,391,160)

94 PORT CHILKOOT DOCK FUND

REVENUES	<u>\$ 15,000</u>
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EXPENDITURES	
Direct Expenditures	46,500
Allocated Expense	78,831
Depreciation Expense	<u>327,500</u>
TOTAL EXPENDITURES	452,831

CONTRIBUTION TO (FROM) FUND BALANCE \$ (437,831)

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97 PERMANENT FUND

REVENUES	<u>\$ 348,000</u>
EXPENDITURES	
Direct Expenditures	23,750
Operating Transfers	<u>312,000</u>
TOTAL EXPENDITURES & TRANSFERS	335,750
CONTRIBUTION TO (FROM) FUND BALANCE	<u>\$ 12,250</u>

Section 4. Rates of Levy. The following are rates of levy on taxable property within the Haines Borough for the Calendar Year beginning January 1, 2021, based upon the proposed Year FY22 beginning July 1, 2021.

	<u>Borough Areawide</u>	<u>Fire Service Area</u>	<u>Road / Other Service Area</u>	<u>Debt Service Mills</u>	<u>FY22 Total Levy</u>
Townsite	4.24	0.85	3.24	2.58	10.91
Fire District #1 (outside Townsite)	4.24	0.85	-	2.58	7.67
Fire District #3	4.24	0.92	-	2.58	7.74
Dalton Trail RMSA	4.24	0.92	0.39	2.58	8.13
Dalton Trail RMSA (no fire service)	4.24	-	0.39	2.58	7.21
Dalton Trail & Eagle Vista RMSA	4.24	0.92	3.47	2.58	11.21
Dalton Trail & Chilkat Lake RMSA	4.24	-	0.70	2.58	7.52
Riverview RMSA	4.24	0.92	-	2.58	7.74
Letnikof RMSA	4.24	0.85	1.52	2.58	9.19
Borough	4.24	-	-	2.58	6.82

Section 5. Effective Date. This ordinance becomes effective July 1, 2021.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS 8th DAY OF JUNE, 2021

ATTEST:

 Douglas Olerud, Mayor

 Alekka Fullerton, Borough Clerk

Date Introduced: 04/27/21
 Date of First Public Hearing: 05/11/21
 Date of Second Public Hearing: 05/25/21
 Date of Third Public Hearing: 06/08/21 - Adopted

HAINES BOROUGH

FY22 BUDGET



01 AREAWIDE GENERAL FUND

REVENUE

	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
AREA WIDE REVENUE				
01-01-09-4011 Property Tax Revenue	\$ 1,739,559	\$ 1,397,948	\$ 1,325,926	\$ 1,395,000
01-01-09-4130 Sales Tax	645,613	590,832	323,000	419,649
01-01-09-4132 Sales Tax Lodging	129,172	95,950	65,000	77,500
01-01-09-4133 Tobacco Excise Tax	92,746	114,984	92,000	110,000
01-01-09-4134 Marijuana Tax	-	7,145	15,000	16,500
01-01-09-4210 Business Licenses & Tour Permits	21,608	25,200	41,000	30,000
01-01-09-4226 Burial Permits	3,600	2,495	2,500	3,000
01-01-09-4366 e911 Surcharge	42,914	35,715	40,000	39,000
01-01-09-4250 Miscellaneous Fines & Fees	8,023	2,808	12,000	10,000
01-01-09-4341 State Revenue - Other	158,893	178,975	196,000	160,000
01-01-09-4350 State Revenue - Beverage	16,000	2,500	8,000	12,000
01-01-09-4353 State Revenue - Community Assistance	422,288	410,120	375,381	385,935
01-01-09-4363 State Revenue - Fisheries Business Tax	352,884	226,890	158,500	35,000
01-01-09-4364 State Revenue - Shared Fisheries	2,058	446	1,000	500
01-01-09-4532 Federal Revenue - P.I.L.T.	426,976	372,862	382,424	382,000
01-01-09-4534 Federal Revenue -SRS/Timber Receipts	277,344	-	229,926	195,951
01-01-09-4600 Miscellaneous Revenue	(340)	11,579	-	-
01-01-09-4610 Interest Earnings	295,278	369,535	160,000	100,000
01-01-09-4614 Penalty & Interest - Property Tax	45,405	37,393	30,000	36,000
01-01-09-4617 Penalty & Interest - Sales Tax	41,833	32,409	20,000	25,000
01-01-09-4620 Rent	57,923	56,764	56,000	66,000
01-01-09-4640 Sale of Fixed Asset	7,866	5,102	-	-
01-01-17-4221 Building Permits	9,150	3,750	6,500	6,500
<i>Chilkat Center for the Arts</i>				
01-08-00-4620 Rental Income	22,738	16,708	20,000	12,000
<i>Road Maintenance Service Areas</i>				
01-09-49-4025 Property Tax - Letnikof RMSA	9,729	9,471	12,000	14,000
01-09-54-4025 Property Tax - Historic Dalton Trail	6,027	4,931	5,000	5,000
01-09-55-4025 Property Tax - Eagle Vista RMSA	4,551	3,805	4,000	7,000
01-09-56-4025 Property Tax - Chilkat Lake RMSA	1,473	1,439	1,500	2,000
<i>Library</i>				
01-14-00-4341 State Revenue - Library	7,680	7,003	7,000	7,000
01-14-00-4250 User Fees - Library	14,105	9,358	17,000	12,000
<i>Community Youth Development</i>				
01-16-10-4250 User Fees - CYD	4,928	1,340	-	-
<i>Municipal Swimming Pool</i>				
01-16-15-4257 Swimming Pool Revenue	30,407	13,364	35,000	47,500
TOTAL AREAWIDE REVENUES	\$ 4,898,430	\$ 4,048,822	\$ 3,641,657	3,612,035

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
EXPENDITURES					
ADMINISTRATION					
01-01-10-6110	Salaries and wages	\$ 223,691	\$ 207,399	\$ 206,071	256,685
01-01-10-6115	Payroll Burden	59,402	55,512	62,454	77,692
01-01-10-6140	Health Insurance	49,869	44,530	50,738	58,392
01-01-10-6116	PERS "On Behalf" Pd by State	157,809	178,975	196,000	160,000
01-01-10-7211	Supplies & Postage	3,936	2,697	3,750	3,000
01-01-10-7230	Material & Equipment	492	498	650	500
01-01-10-7241	Computers & Peripherals	3,392	1,370	3,100	1,450
01-01-10-7312	Professional & Contractual	63,133	48,609	57,500	55,000
01-01-10-7325	Dues, Subscriptions & Fees	4,674	4,668	4,600	4,620
01-01-10-7332	Discretionary Expense	363	174	500	500
01-01-10-7334	Travel & Per Diem	4,262	2,799	-	1,000
01-01-10-7335	Training	2,441	1,269	1,975	2,000
01-01-10-7340	Advertising	388	235	350	500
01-01-10-7351	Banking & Insurance	5,561	7,807	8,200	10,500
01-01-10-7355	Vehicle Expense	1,278	317	700	700
01-01-10-7360	Utilities	9,465	9,615	9,020	9,670
01-01-10-7900	Work Orders - Administration	(44,404)	(32,513)	(23,000)	(21,500)
01-01-10-7901	Work Orders - Public Works	527	461	400	400
		<u>546,278</u>	<u>534,421</u>	<u>583,008</u>	621,109
BOROUGH ASSEMBLY					
01-01-11-6110	Salaries and wages	23,975	\$ 24,525	\$ 25,900	25,900
01-01-11-6115	Payroll Burden	3,654	3,561	3,598	3,598
01-01-11-7211	Supplies & Postage	1,698	1,019	1,500	1,900
01-01-11-7241	Computers and Peripherals	1,820	2,191	2,445	1,450
01-01-11-7312	Professional & Contractual	11,184	10,128	7,030	7,000
01-01-11-7325	Dues, Subscriptions & Fees	50	272	100	100
01-01-11-7332	Discretionary Expense	1,193	575	1,000	1,000
01-01-11-7334	Travel & Per Diem	7,420	12,987	4,500	4,500
01-01-11-7335	Training	1,260	2,583	3,650	3,500
01-01-11-7340	Advertising	1,802	1,537	1,250	1,250
01-01-11-7351	Banking & Insurance	934	1,252	1,400	1,400
01-01-11-7360	Utilities	7,159	6,934	6,000	6,310
01-01-11-7710	Appropriations from the Assembly	40,800	28,400	-	-
		<u>102,950</u>	<u>95,963</u>	<u>58,373</u>	57,908
ELECTIONS					
01-01-14-6110	Salaries and wages	2,539	\$ 1,368	\$ 1,803	1,803
01-01-14-6115	Payroll Burden	9	23	7	7
01-01-14-7211	Supplies & Postage	2,199	1,431	2,000	2,000
01-01-14-7312	Professional & Contractual	840	1,167	1,500	1,500
01-01-14-7340	Advertising	848	602	800	800
01-01-14-7375	Rent	200	200	200	200
		<u>6,635</u>	<u>4,791</u>	<u>6,310</u>	6,310
FINANCE					
01-01-15-6110	Salaries and wages	217,109	\$ 221,199	\$ 189,734	216,032
01-01-15-6115	Payroll Burden	58,079	64,509	58,318	66,349
01-01-15-6140	Health Insurance	66,405	69,188	66,614	77,856
01-01-15-7211	Supplies & Postage	6,262	6,022	6,400	6,200
01-01-15-7230	Material & Equipment	968	179	200	175

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		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
<i>(Finance continued)</i>					
01-01-15-7241	Computers & Peripherals	18,846	24,644	17,920	23,350
01-01-15-7312	Professional & Contractual	49,750	45,350	46,800	48,600
01-01-15-7325	Dues, Subscriptions & Fees	158	65	225	225
01-01-15-7332	Discretionary Expense	202	197	250	200
01-01-15-7334	Travel & Per Diem	1,787	982	-	-
01-01-15-7335	Training	604	395	500	500
01-01-15-7340	Advertising	1,132	1,053	1,150	1,100
01-01-15-7351	Banking & Insurance	5,348	8,851	9,400	10,400
01-01-15-7360	Utilities	4,809	5,033	5,625	5,880
		431,460	447,667	403,136	456,867
LANDS, ASSESSMENT, & PLANNING					
01-01-17-6110	Salaries and wages	198,304	\$ 188,195	\$ 159,924	173,751
01-01-17-6115	Payroll Burden	51,421	54,727	48,093	52,385
01-01-17-6140	Health Insurance	60,914	58,480	58,596	56,770
01-01-17-7211	Supplies & Postage	4,569	3,747	4,000	4,000
01-01-17-7230	Material & Equipment	-	115	150	150
01-01-17-7241	Computers & Peripherals	9,685	9,821	14,353	11,000
01-01-17-7312	Professional & Contractual	5,699	13,398	16,350	8,700
01-01-17-7325	Dues, Subscriptions & Fees	215	3,375	450	450
01-01-17-7334	Travel & Per Diem	5,822	7,875	-	-
01-01-17-7335	Training	3,217	255	1,210	350
01-01-17-7340	Advertising	2,101	2,368	3,000	3,000
01-01-17-7351	Banking & Insurance	1,959	2,953	3,000	3,500
01-01-17-7355	Vehicle Expense	235	530	700	700
01-01-17-7360	Utilities	5,433	5,584	6,220	6,490
		349,573	351,423	316,046	321,246
INFORMATION TECHNOLOGY					
01-01-20-7211	Supplies & Postage	176	136	200	250
01-01-20-7241	Computers & Peripherals	16,961	16,410	22,350	14,600
01-01-20-7312	Professional & Contractual	75,087	85,364	95,000	95,000
01-01-20-7351	Banking & Insurance	358	820	900	1,350
01-01-20-7360	Utilities	1,324	1,328	1,650	1,700
		93,906	107,748	120,100	112,900
DISPATCH					
01-02-50-6110	Salaries and wages	248,651	241,119	\$ 214,918	249,155
01-02-50-6115	Payroll Burden	66,738	73,471	66,134	76,728
01-02-50-6140	Health Insurance	82,920	80,453	83,268	97,320
01-02-50-7211	Supplies & Postage	1,257	2,103	2,700	2,500
01-02-50-7230	Material & Equipment	4,635	69	2,500	1,500
01-02-50-7241	Computers & Peripherals	2,585	812	1,500	5,150
01-02-50-7312	Professional & Contractual	1,258	6,765	29,200	26,725
01-02-50-7325	Dues, Subscriptions & Fees	19	1,871	650	350
01-02-50-7334	Travel & Per Diem	1,502	1,335	-	1,000
01-02-50-7335	Training	2,196	3,347	2,400	2,400
01-02-50-7340	Advertising	-	55	200	200
01-02-50-7351	Banking & Insurance	1,842	3,458	4,500	4,800
01-02-50-7360	Utilities	6,679	8,859	7,320	17,500
01-02-50-7908	Work Orders - Facilities	-	-	250	250
		420,282	423,716	415,540	485,578

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
PUBLIC FACILITIES					
01-04-20-6110	Salaries and wages	\$ 218,515	\$ 217,209	\$ 174,113	198,263
01-04-20-6115	Payroll Burden	64,060	70,248	58,868	67,060
01-04-20-6140	Health Insurance	51,104	50,577	49,969	58,392
01-04-20-7211	Supplies & Postage	1,648	2,521	1,200	3,000
01-04-20-7230	Material & Equipment	13,239	9,431	19,000	19,000
01-04-20-7241	Computers and Peripherals	1,382	7,611	2,750	500
01-04-20-7312	Professional & Contractual	12,137	28,599	31,150	24,850
01-04-20-7334	Travel & Per Diem	1,902	-	-	-
01-04-20-7335	Training	150	449	-	-
01-04-20-7340	Advertising	40	468	500	500
01-04-20-7351	Banking & Insurance	10,114	12,102	16,100	16,900
01-04-20-7355	Vehicle Expense	3,311	4,783	3,500	3,000
01-04-20-7360	Utilities	54,281	46,419	33,150	40,110
01-04-20-7371	Building Maintenance	48,118	11,514	33,000	38,000
01-04-20-7901	Work Orders - Public Works	144	691	500	500
01-04-20-7908	Work Orders - Facilities	(185,492)	(170,844)	(133,650)	(119,650)
		<u>294,653</u>	<u>292,226</u>	<u>290,150</u>	350,425
Includes \$44,500 of Mosquito Lake Community Center expense:					
	Utilities	\$16,900			
	Insurance	4,800			
	Septic System Inspection & Repair	17,800			
	Maintenance -other	5,000			
	Total	\$44,500			
Includes \$29,120 of Senior Center expense:					
	Maintenance	\$12,000			
	Utilities	12,200			
	Insurance	2,820			
	Management Fee	1,500			
	Total	\$28,520			
SOLID & HAZARDOUS WASTE					
01-05-00-7230	Material & Equipment	\$ 4,103	\$ 494	\$ 500	500
01-05-00-7312	Professional & Contractual	25,510	22,097	-	41,000
01-05-00-7340	Advertising	98	140	150	150
01-05-00-7901	Work Orders - Public Works	4,816	1,986	5,000	3,000
01-05-00-7908	Work Orders - Facilities	-	645	800	800
		<u>34,526</u>	<u>25,362</u>	<u>6,450</u>	45,450
CHILKAT CENTER FOR THE ARTS					
01-08-00-7211	Supplies & Postage	\$ 1,470	\$ 1,368	\$ 1,000	1,000
01-08-00-7230	Material & Equipment	2,193	910	1,000	1,000
01-08-00-7312	Professional & Contractual	21,128	17,828	15,000	15,000
01-08-00-7351	Banking & Insurance	9,475	11,374	14,200	15,000
01-08-00-7360	Utilities	44,823	38,912	45,000	42,500
01-08-00-7371	Building Maintenance & Repairs	11,787	534	2,500	2,500
01-08-00-7908	Work Orders - Facilities	23,196	1,658	2,000	2,000
		<u>114,073</u>	<u>72,584</u>	<u>80,700</u>	79,000
ROAD MAINTENANCE SERVICE AREAS					
01-09-49-7312	Professional Service - Letnikof	\$ 4,318	\$ 41,486	\$ 8,500	12,000
01-09-49-7901	Work Orders (PW) - Letnikof	3,578	-	3,500	2,000
01-09-54-7312	Professional Service - Dalton Trail	2,200	-	3,000	3,500
01-09-54-7901	Work Orders (PW) - HDT	5,483	2,626	2,000	1,500
01-09-55-7312	Professional Service - Eagle Vista	1,719	7,325	4,000	5,500
01-09-55-7901	Work Orders (PW) - Eagle Vista	1,813	-	3,500	1,500
01-09-56-7312	Professional Service - Chilkat Lake	23	2,200	1,000	2,000
01-09-56-7901	Work Orders (PW) - Chilkat Lake	2,890	-	500	-
		<u>22,024</u>	<u>53,637</u>	<u>26,000</u>	28,000

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		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
HAINES BOROUGH SCHOOL DISTRICT					
01-12-00-7601	School District - Instructional	\$ 1,605,000	\$ 1,605,000	\$ 1,605,000	1,605,000
01-12-00-7602	School District - Activities	210,000	210,000	220,000	220,000
01-12-00-7908	Work Orders - Facilities	4,927	581	2,000	2,000
		<u>1,819,927</u>	<u>1,815,581</u>	<u>1,827,000</u>	1,827,000
LIBRARY					
01-14-00-6110	Salaries and wages	\$ 258,487	\$ 268,076	\$ 251,808	255,605
01-14-00-6115	Payroll Burden	64,222	72,385	73,274	69,602
01-14-00-6140	Health Insurance	32,576	35,088	37,008	38,928
01-14-00-7210	Lending Materials	5,513	7,063	-	2,700
01-14-00-7211	Supplies & Postage	7,447	8,736	4,800	3,000
01-14-00-7230	Material & Equipment	388	627	1,500	1,000
01-14-00-7241	Computers & Peripherals	8,094	535	2,000	2,000
01-14-00-7312	Professional & Contractual	5,703	5,225	4,650	2,000
01-14-00-7325	Dues, Subscriptions & Fees	220	820	400	400
01-14-00-7334	Travel & Per Diem	279	-	-	-
01-14-00-7335	Training	248	-	-	-
01-14-00-7340	Advertising	167	70	150	150
01-14-00-7351	Banking & Insurance	7,410	10,355	13,400	14,100
01-14-00-7360	Utilities	36,433	38,114	36,500	36,500
01-14-00-7371	Building Maintenance	2,495	3,020	2,500	2,500
01-14-00-7908	Work Orders - Facilities	8,746	2,213	6,000	4,000
		<u>438,428</u>	<u>452,329</u>	<u>433,990</u>	432,485
LIBRARY - IMLS BASIC GRANT					
01-14-02-4589	FEDERAL GRANT REVENUE	\$ (10,000)	\$ (10,000)	\$ (10,000)	(10,000)
01-14-02-7210	Lending Materials	4,750	4,546	1,000	2,500
01-14-02-7241	Computers & Peripherals	-	-	-	1,800
01-14-02-7312	Professional & Contractual	2,250	1,447	8,700	2,700
01-14-02-7334	Travel & Per Diem	2,400	-	-	-
01-14-02-7335	Training	587	-	-	1,500
01-14-02-7392	Project Expenditures	13	4,007	300	1,500
		<u>(0)</u>	<u>-</u>	<u>-</u>	-
LIBRARY GRANT - PLA					
01-14-05-4341	State Revenue - Library	\$ (7,000)	\$ (7,000)	\$ (7,000)	(7,000)
01-14-05-7210	Lending Materials	5,650	4,124	2,800	5,500
01-14-05-7211	Supplies & Postage	1,000	619	500	1,500
01-14-05-7241	Computers & Peripherals	-	-	3,400	-
01-14-05-7334	Travel & Per Diem	350	-	300	-
01-14-05-7392	Project Expenditures	-	2,258	-	-
		<u>-</u>	<u>-</u>	<u>-</u>	-
FRIENDS OF THE LIBRARY GRANT - LIBRARY					
01-14-06-4604	Donations - Library	\$ (12,480)	\$ -	\$ (30,780)	\$ (30,683)
01-14-06-6110	Salaries and wages	173	-	2,276	8,429
01-14-06-6115	Payroll Burden	13	-	204	754
01-14-06-7210	Lending Materials	554	-	9,800	9,000
01-14-06-7312	Professional & Contractual	-	-	5,000	-
01-14-06-7334	Travel & Per Diem	116	-	1,000	-
01-14-06-7335	Training	-	-	500	500
01-14-06-7360	Utilities	-	-	6,000	6,000
01-14-06-7392	Project Expenditures	11,624	-	6,000	6,000
		<u>-</u>	<u>-</u>	<u>-</u>	-

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		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
MUSEUM GENERAL					
01-15-00-6110	Salaries and wages	\$ 140,979	\$ 151,143	\$ 96,085	-
01-15-00-6115	Payroll Burden	34,988	40,162	28,707	30,000
01-15-00-6140	Health Insurance	33,168	35,088	37,008	-
01-15-00-7351	Banking & Insurance	7,612	9,579	11,700	2,000
01-15-00-7371	Building Maintenance & Repairs	3,360	2,714	4,000	2,500
01-15-00-7654	Component Unit Reimbursements	(2,246)	(11,206)	-	-
01-15-00-7710	Appropriations from the Assembly	-	-	-	42,055
01-15-00-7901	Work Orders - Public Works	-	-	100	-
01-15-00-7908	Work Orders - Facilities	7,529	6,443	4,000	2,500
		<u>225,389</u>	<u>233,923</u>	<u>181,600</u>	<u>79,055</u>
PARKS					
01-16-05-6110	Salaries and wages	\$ 9,779	\$ 10,384	\$ 15,631	15,704
01-16-05-6115	Payroll Burden	2,665	2,968	5,504	5,530
01-16-05-7211	Supplies & Postage	1,571	849	1,500	1,700
01-16-05-7230	Material & Equipment	5,841	776	6,500	6,000
01-16-05-7312	Professional & Contractual	16,455	9,866	11,400	14,700
01-16-05-7340	Advertising	118	45	90	90
01-16-05-7351	Banking & Insurance	1,142	1,442	1,400	1,900
01-16-05-7355	Vehicle Expense	1,950	1,812	2,000	2,000
01-16-05-7360	Utilities	6,604	5,099	7,000	5,500
01-16-05-7371	Maintenance & Repairs	2,144	293	1,500	1,500
01-16-05-7901	Work Orders - Public Works	8,699	1,249	5,000	2,000
01-16-05-7908	Work Orders - Public Facilities	9,686	435	6,000	6,000
		<u>66,653</u>	<u>35,219</u>	<u>63,525</u>	<u>62,624</u>
COMMUNITY YOUTH DEVELOPMENT					
		\$ 34,907	\$ 18,405	-	-
MUNICIPAL SWIMMING POOL					
FY22 - 10 months of operation Aug-May					
01-16-15-6110	Salaries and wages	\$ 90,021	\$ 39,856	\$ 93,936	90,429
01-16-15-6115	Payroll Burden	24,931	13,276	31,248	27,197
01-16-15-6140	Health Insurance	16,584	-	13,878	16,220
01-16-15-7211	Supplies & Postage	773	1,468	1,650	1,400
01-16-15-7230	Material & Equipment	3,387	21,024	1,865	13,707
01-16-15-7241	Computers & Peripherals	-	318	400	450
01-16-15-7312	Professional & Contractual	1,270	6,099	1,465	1,600
01-16-15-7334	Travel & Per Diem	2,114	-	-	-
01-16-15-7335	Training	2,299	1,522	2,560	2,200
01-16-15-7340	Advertising	285	232	300	330
01-16-15-7351	Banking & Insurance	5,676	8,148	10,200	10,700
01-16-15-7360	Utilities	45,327	41,668	47,700	64,000
01-16-15-7371	Building Maintenance & Repairs	9,057	32,961	5,000	12,000
01-16-15-7908	Work Orders - Facilities	30,160	70,051	10,000	10,000
		<u>231,882</u>	<u>236,622</u>	<u>220,202</u>	<u>250,233</u>
TOTAL AREAWIDE EXPENSES		<u>5,233,547</u>	<u>5,201,616</u>	<u>5,032,130</u>	<u>5,216,190</u>
TOTAL REVENUE OVER (UNDER) EXPENDITURES		<u>(335,117)</u>	<u>(1,152,794)</u>	<u>(1,390,473)</u>	<u>(1,604,155)</u>

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
	Transfer e911 surcharge revenue to equipment sinking fund		\$ 16,000		
	Transfer from fund 01 to fund 02 for Police Emergency Response outside TSA		\$ 167,511		
TRANSFERS					
01-98-00-8200	Operating Transfers - OUT fr General	\$ 540,051	\$ 123,973	\$ 79,100	\$ 183,511
01-98-00-8256	Operating Transfers - Grants	-	-	-	(138,000)
01-98-97-8264	Operating Transfers - In fr Permanent	(304,000)	(304,000)	(757,000)	(312,000)
		<u>236,051</u>	<u>(180,027)</u>	<u>(677,900)</u>	(266,489)
	Transfer in of American Rescue Plan funds to offset 50% of fund 01 lost Sales Tax Revenue				
ALLOCATED EXPENSE					
01-99-00-8101	Allocations - Administration	(171,796)	\$ (161,228)	\$ (172,718)	(205,232)
01-99-00-8104	Allocations - Finance	(210,245)	(212,601)	(216,773)	(227,394)
01-99-00-8105	Allocations - Assess/Planning	(14,802)	(11,898)	(12,349)	(10,337)
01-99-00-8106	Allocations - Dispatch Department	(420,279)	(423,716)	(396,466)	(462,578)
01-99-00-8120	Allocations - IT	(42,672)	(50,410)	(55,102)	(52,055)
		<u>(859,794)</u>	<u>(859,853)</u>	<u>(853,408)</u>	(957,596)
FUND 01 EXCESS REVENUE OVER (UNDER) EXPENSES, ALLOCATIONS, & OPERATING TRANSFERS		\$ 288,626	\$ (112,914)	\$ 140,835	\$ (380,070)
	FY20 Ending Fund (01) Balance				\$ 3,160,764
	FY19 Designated Fund Balance for Public Safety Building				(53,000)
	FY21 Budgeted (01) Revenue Over (Under) Expenditures				140,835
	FY22 Proposed (01) Revenue Over (Under) Expenditures				(380,070)
	Projected 06/30/22 Ending Fund (01) Balance				\$ 2,868,529
	Projected 06/30/22 Fund Balance as % of Operating Budget				55%

02 TOWNSITE SERVICE AREA

REVENUE

TOWNSITE - GENERAL

02-01-09-4011	Property Tax Revenue	\$ 577,757	\$ 591,497	\$ 665,000	\$ 650,000
02-01-09-4130	Sales Tax	875,047	799,027	438,000	568,780
02-01-09-4610	Interest Earnings	12,820	12,569	7,000	7,000

POLICE

02-02-00-4250	Miscellaneous Fees	\$ 1,911	4,468	5,000	3,500
02-02-00-4341	State Revenue	691	8,047	2,750	-
02-02-00-4342	State Revenue - Corrections / Public Safet	246,955	246,955	256,955	256,955

TOTAL TOWNSITE REVENUES

1,715,180 1,662,564 1,374,705 **1,486,235**

EXPENDITURES

POLICE

02-02-00-6110	Salaries & Wages	\$ 385,594	\$ 367,435	\$ 359,212	\$ 410,395
02-02-00-6115	Payroll Burden	114,174	97,645	120,898	138,003
02-02-00-6140	Health Insurance	81,633	67,453	79,303	97,320
02-02-00-7211	Supplies & Postage	4,328	4,534	4,900	4,900
02-02-00-7230	Material & Equipment	26,760	28,591	15,500	30,000
02-02-00-7241	Computers & Peripherals	1,568	3,810	4,250	3,450
02-02-00-7312	Professional & Contractual	9,655	3,937	7,150	5,000

(Police continued)

version - 3rd Public Hearing

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
02-02-00-7325	Dues & Subscriptions	2,355	4,258	1,150	1,150
02-02-00-7334	Travel & Per Diem	7,541	4,268	-	1,000
02-02-00-7335	Training	1,120	12,546	23,600	5,000
02-02-00-7340	Advertising	1,104	50	750	750
02-02-00-7351	Banking & Insurance	21,777	20,214	29,300	30,800
02-02-00-7355	Vehicle Expense	21,002	32,145	13,500	13,500
02-02-00-7360	Utilities	17,172	15,672	17,750	15,500
02-02-00-7901	Work Orders - Public Works	1,389	532	-	-
02-02-00-7908	Work Orders - Facilities	5,242	694	600	600
		<u>702,414</u>	<u>663,784</u>	<u>677,863</u>	<u>757,368</u>
PUBLIC WORKS					
02-04-00-6110	Salaries & Wages	\$ 198,231	\$ 203,854	\$ 211,485	\$ 217,353
02-04-00-6115	Payroll Burden	61,435	70,706	72,038	74,037
02-04-00-6140	Health Insurance	66,336	63,514	74,016	77,856
02-04-00-7211	Supplies & Postage	270	1,778	200	200
02-04-00-7230	Material & Equipment	111,164	117,188	80,000	77,000
02-04-00-7241	Computers & Peripherals	-	1,030	-	-
02-04-00-7312	Professional & Contractual	67,023	76,975	38,200	40,200
02-04-00-7325	Dues & Subscriptions	-	-	100	100
02-04-00-7335	Training	-	4,445	4,000	3,000
02-04-00-7340	Advertising	56	366	150	150
02-04-00-7351	Banking & Insurance	12,533	14,965	18,000	18,900
02-04-00-7355	Vehicle Expense	74,271	83,911	65,000	65,000
02-04-00-7360	Utilities	55,327	54,112	56,000	53,500
02-04-00-7371	Building Maintenance & Repairs	141	2,457	1,000	1,000
02-04-00-7901	Work Orders - Public Works	(147,973)	(78,343)	(110,900)	(33,900)
02-04-00-7908	Work Orders - Facilities	25,291	8,100	15,000	15,000
		<u>524,105</u>	<u>625,058</u>	<u>524,289</u>	<u>609,396</u>
ANIMAL CONTROL					
02-04-10-7312	Professional & Contractual	28,541	28,541	29,654	29,743
TOTAL TOWNSITE EXPENSES		1,255,059	1,317,383	1,231,806	1,396,507
TOTAL REVENUE OVER (UNDER) EXPENDITURES		460,121	345,181	142,899	89,728
TRANSFERS					
02-98-00-8200	Operating Transfers - IN fr Areawide	-	-	(54,000)	(167,511)
02-98-00-8256	Operating Transfers - Grants	-	-	-	(153,000)
					<u>(320,511)</u>
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Transfer in of American Rescue Plan funds to offset 50% of fund 02 lost Sales Tax Revenue </div>					
ALLOCATED EXPENSE					
02-99-00-8101	Allocations - Administration	73,268	65,847	86,418	100,091
02-99-00-8104	Allocations - Finance	56,206	56,065	60,319	63,903
02-99-00-8106	Allocations - Dispatch Department	263,018	265,534	248,286	289,574
02-99-00-8120	Allocations - IT	22,082	26,086	28,667	26,937
		<u>414,574</u>	<u>413,532</u>	<u>423,690</u>	<u>480,505</u>
FUND 02 EXCESS REVENUE OVER (UNDER) EXPENSES, ALLOCATIONS, & OPERATING TRANSFERS		\$ 45,546	\$ (68,351)	\$ (226,791)	\$ (70,266)
	FY20 Ending Fund (02) Balance				\$ 972,608
	FY19 Designated Fund Balance for Public Safety Building				\$ (75,000)
	FY21 Budgeted (02) Revenue Over (Under) Expenditures				(226,791)

	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
FY22 Proposed (02) Revenue Over (Under) Expenditures				(70,266)
Projected 06/30/22 Ending Fund (02) Balance				600,551
Projected 06/30/22 Fund Balance as % of Operating Budget				43%

17 LAND DEVELOPMENT & SALES

\$100,000 Surveying & Subdivision
Conceptual Planning for Mt. Riley

	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
REVENUES				
17-01-00-4615 Proceeds from Land Sales	\$ 24,866	\$ 5,054	\$ 150,000	\$ 25,000
EXPENDITURES				
17-01-00-7211 Supplies & Postage	\$ -	\$ -	\$ 20	\$ -
17-01-00-7312 Professional & Contractual	1,554	-	100,000	100,000
17-01-00-7334 Travel & Per Diem	-	-	2,500	-
17-01-00-7340 Advertising	-	-	250	-
17-01-00-7351 Banking & Insurance	160	160	170	-
	1,714	160	102,940	100,000
TRANSFERS				
17-98-00-8252 Operating Transfers - OUT to Perm. Fund	3,879	-	32,628	-
ALLOCATED EXPENSE				
17-99-00-8101 Allocations - Administration	\$ 6,911	\$ 4,179	\$ 4,204	4,547
17-99-00-8104 Allocations - Finance	2,862	2,948	2,799	2,869
17-99-00-8105 Allocations - Assessment/Land Mgmt	9,500	8,345	7,429	5,148
	19,273	15,472	14,432	12,564
Total Expenditures, Transfers, & Allocations	24,866	15,632	150,000	112,564
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS	\$ -	\$ (10,578)	\$ -	\$ (87,564)
FY20 Ending Fund (17) Balance				\$ 397,662
FY21 Budgeted (17) Revenue Under Expenditures				-
FY22 Proposed (17) Revenue Under Expenditures				(87,564)
Projected 06/30/22 Ending Fund (17) Balance				\$ 310,098

20 MEDICAL SERVICE AREA

REVENUE

20-01-09-4130 Sales Tax	\$ 322,807	\$ 294,879	\$ 162,000	\$ 209,824
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EXPENDITURES

LOCAL EMERGENCY PLANNING

20-01-00-7211 Supplies & Postage	\$ -	\$ 118	\$ 200	\$ 300
20-01-00-7230 Material & Equipment	548	1,979	500	300
20-01-00-7241 Computers & Peripherals	-	2,729	840	-
20-01-00-7312 Professional & Contractual	239	8,457	-	15,500
20-01-00-7334 Travel & Per Diem	1,838	-	-	-
20-01-00-7900 Work Orders - Administration	-	1,942	5,000	5,000
20-01-00-7908 Work Orders - Facilities	5,474	578	-	-
	8,099	15,807	6,540	21,100

version - 3rd Public Hearing

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
AMBULANCE					
20-03-00-6110	Salaries & Wages	\$ 111,748	\$ 97,614	\$ 77,867	153,941
20-03-00-6115	Payroll Burden	32,163	31,450	25,845	51,625
20-03-00-6140	Health Insurance	26,258	20,285	24,055	38,928
20-03-00-7211	Supplies & Postage	313	1,024	900	900
20-03-00-7230	Material & Equipment	9,365	16,284	14,440	13,700
20-03-00-7312	Professional & Contractual	644	813	3,900	5,400
20-03-00-7325	Dues, Subscriptions, & Fees	1,119	1,114	1,000	1,200
20-03-00-7334	Travel & Per Diem	5,770	2,948	-	-
20-03-00-7335	Training	8,113	6,919	14,840	9,750
20-03-00-7340	Advertising	27	-	100	100
20-03-00-7351	Banking & Insurance	5,309	6,274	7,244	8,200
20-03-00-7355	Vehicle Expense	4,818	6,167	10,600	5,500
20-03-00-7360	Utilities	8,936	9,600	8,000	9,145
20-03-00-7901	Work Orders - Public Works	519	-	-	-
		<u>215,101</u>	<u>200,493</u>	<u>188,791</u>	298,389
TRANSFERS					
20-98-00-8253	Operating Transfer - OUT fr MSA	19,967	65,421	-	-
20-98-00-8256	Operating Transfer - Grants	-	-	-	(135,142)
Transfer in of American Rescue Plan funds to offset 65% of fund 20 lost Sales Tax Revenue \$74,000 Transfer in of CARES Act funds to pay for a portion of Jul-Dec 2021 Ambulance wages \$61,142					
ALLOCATED PAYROLL EXPENSE					
20-99-03-8101	Allocations - Administration	2,073	2,090	2,102	3,638
20-99-03-8104	Allocations - Finance	9,935	9,797	10,177	10,031
20-99-03-8106	Allocations - Dispatch Department	78,632	79,092	74,383	86,502
20-99-03-8108	Allocations - Medical Service Area	(63,745)	(57,634)	(72,900)	(78,695)
20-99-03-8120	Allocations - Information Technology	3,280	3,875	4,258	4,001
		<u>30,175</u>	<u>37,220</u>	<u>18,020</u>	25,477
Total Expenditures, Transfers & Allocated Expense		273,342	318,941	213,351	209,824
EXCESS REVENUE OVER (UNDER) EXPENDITURES,		<u>\$ 49,465</u>	<u>\$ (24,061)</u>	<u>\$ (51,351)</u>	<u>\$ 0</u>
ALLOCATIONS, & OPERATING TRANSFERS					
FY20 Ending Fund (20) Balance					\$ 133,978
FY19 Designated Fund Balance for Public Safety Building					(22,000)
FY21 Budgeted (20) Revenue Under Expenditures					(51,351)
FY22 Proposed (20) Revenue Under Expenditures					0
Projected 06/30/22 Ending Fund (20) Balance					\$ 60,627

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
23 ECONOMIC DEVELOPMENT & TOURISM PROMOTION					
REVENUES					
23-01-09-4130	Sales Tax	\$ 645,613	\$ 591,007	\$ 323,000	419,649
EXPENDITURES					
TOURISM					
23-02-00-6110	Salaries & Wages	\$ 110,077	\$ 95,240	\$ 87,267	97,448
23-02-00-6115	Payroll Burden	29,491	23,654	26,907	30,010
23-02-00-6140	Health Insurance	33,215	28,386	34,676	38,928
23-02-00-7211	Supplies & Postage	5,400	817	10,500	11,000
23-02-00-7230	Material & Equipment	993	257	700	700
23-02-00-7241	Computers & Peripherals	3,807	4,232	3,000	6,000
23-02-00-7312	Professional & Contractual	18,251	18,787	45,300	42,850
23-02-00-7325	Dues & Subscriptions	6,453	734	5,310	5,810
23-02-00-7332	Public Relations / Entertainment	498	412	-	2,000
23-02-00-7334	Travel & Per Diem	9,446	7,111	4,000	4,000
23-02-00-7335	Training & Registration	3,537	2,779	3,480	2,840
23-02-00-7340	Advertising	58,416	43,289	64,600	90,600
23-02-00-7351	Banking & Insurance	1,880	3,302	3,400	4,400
23-02-00-7360	Utilities	15,720	13,934	8,500	12,600
23-02-00-7371	Building Maintenance & Repairs	1,026	1,442	3,000	3,000
23-02-00-7392	Events & Projects	1,607	779	-	8,000
23-02-00-7710	Appropriations from Assembly	20,000	20,000	-	35,000
23-02-00-7901	Work Orders - Public Works	-	-	5,000	-
23-02-00-7908	Work Orders - Facilities	2,135	987	2,000	2,000
23-02-00-7955	Work Orders-Tour/Econ Dev	(32,438)	(27,933)	-	-
		289,515	238,208	307,640	397,186
ECONOMIC DEVELOPMENT					
23-03-00-7230	Material & Equipment	\$ 269	\$ -	\$ -	\$ -
23-03-00-7312	Professional & Contractual	95,000	91,000	24,000	24,000
23-03-00-7325	Dues & Subscriptions	1,870	1,870	-	-
23-03-00-7334	Travel & Per Diem	1,827	95	-	-
23-03-00-7335	Training & Registration	350	310	-	-
		99,316	93,275	24,000	24,000
TRANSFERS					
23-98-00-8255	Operating Transfers - OUT fr EconDev	112,837	49,922	-	-
ALLOCATED PAYROLL EXPENSE					
23-99-01-8101	Allocations - Administration	\$ 36,304	\$ 35,279	\$ 30,121	34,775
23-99-01-8104	Allocations - Finance	18,974	18,694	19,443	18,141
23-99-01-8120	Allocations - IT	3,896	4,602	5,058	4,753
		59,174	58,575	54,622	57,669
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS		\$ 84,771	\$ 151,028	\$ (63,262)	\$ (59,206)
	FY20 Ending Fund (23) Balance				\$ 777,017
	FY14 Designated Fund Balance for Capital Improvements				(20,885)
	FY17 Designated Fund Balance for Capital Improvements				(85,433)
	FY20 Appropriation for Trail Inventory, Assessment, or Development				(20,000)
	FY20 Appropriation for Lower Ft Seward Road Improvements				(391,678)
	FY21 Budgeted (23) Revenue Over (Under) Expenditures				(63,262)
	FY22 Proposed (23) Revenue Over (Under) Expenditures				(59,206)
	Projected 06/30/22 Ending Fund (23) Balance				136,552

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
25 FIRE SERVICE AREAS					
Fire District #1					
REVENUES					
25-01-00-4021	Real Property Taxes	\$ 217,864	\$ 230,001	\$ 223,500	\$ 218,000
25-01-00-4589	Federal Grant Revenue	6,310	-	-	-
		<u>224,174</u>	<u>230,001</u>	<u>223,500</u>	<u>218,000</u>
EXPENDITURES					
25-01-00-7211	Supplies & Postage	648	2,116	1,175	1,300
25-01-00-7230	Material & Equipment	12,001	15,796	27,970	21,025
25-01-00-7241	Computers & Peripherals	-	95	-	-
25-01-00-7312	Professional & Contractual	11,064	1,420	900	900
25-01-00-7325	Dues & Subscriptions	1,119	1,829	1,300	750
25-01-00-7334	Travel & Per Diem	8,463	1,458	-	-
25-01-00-7335	Training	8,482	6,228	11,420	3,650
25-01-00-7340	Advertising	27	-	100	100
25-01-00-7351	Banking & Insurance	13,298	14,154	16,000	17,600
25-01-00-7355	Vehicle Expense	13,186	12,997	8,500	13,200
25-01-00-7360	Utilities	12,036	12,505	12,500	14,825
25-01-00-7901	Work Orders - Public Works	1,740	-	-	-
	TOTAL DIRECT EXPENSE - FD#1	<u>82,062</u>	<u>68,599</u>	<u>79,865</u>	<u>73,350</u>
<i>ALLOCATED PAYROLL EXPENSE</i>					
25-99-01-8101	Allocations - Administration	2,073	\$ 2,090	\$ 2,073	3,638
25-99-01-8104	Allocations - Finance	4,293	4,422	4,445	4,304
25-99-01-8106	Allocations - Dispatch Department	75,052	75,492	70,138	82,982
25-99-01-8108	Allocations - Medical Service Area	63,745	57,634	72,900	78,695
25-99-01-8120	Allocations - Information Technology	3,280	3,875	3,962	4,001
		<u>148,443</u>	<u>143,513</u>	<u>153,518</u>	<u>173,620</u>
	Total Expenditures, Transfers & Allocations - FD#1	230,505	212,112	233,383	246,970
	FD#1 EXCESS REVENUE OVER (UNDER) EXPENDITURE	<u>\$ (6,331)</u>	<u>\$ 17,889</u>	<u>\$ (9,883)</u>	<u>\$ (28,970)</u>
ALLOCATIONS, & OPERATING TRANSFERS					
FIRE DISTRICT #3 - KLEHINI VALLEY VOLUNTEER FIRE DEPARTMENT					
REVENUES					
25-02-00-4025	Real Property Taxes	\$ 29,880	\$ 28,503	\$ 32,260	\$ 32,300
EXPENDITURES					
25-02-00-7710	Appropriations from the Assembly	26,344	24,867	28,600	28,780
<i>ALLOCATED EXPENSE</i>					
25-99-02-8106	Allocations - Dispatch Department	3,580	3,600	3,660	3,520
	FD#3 EXCESS REVENUE OVER (UNDER) EXPENDITURE	<u>\$ (44)</u>	<u>\$ 36</u>	<u>\$ -</u>	<u>\$ -</u>
ALLOCATIONS, & OPERATING TRANSFERS					
	FY20 Ending Fund (25) Balance				\$ 41,010
	FY21 Budgeted (25) Revenue Over (Under) Expenditures				(9,883)
	FY22 Proposed (25) Revenue Over (Under) Expenditures				(28,970)
	Projected 06/30/22 Ending Fund (25) Balance				2,157

	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
31 SPECIAL REVENUE GRANTS				
American Rescue Plan				
REVENUES				
31-01-00-4589 Federal Revenue				\$ 490,000
EXPENDITURES				
31-01-00-7392 Project Expenditures				125,000
TRANSFERS				
31-98-00-8256 Transfer OUT from Grant Fund				365,000
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS				
				\$ -

Transfer out \$365,000 of American Rescue Plan Funds to replace lost sales tax revenue in Areawide General Fund (01), Townsite Service Area Fund (02), and Medical Service Area Fund (20).



34 COMMERCIAL PASSENGER VESSEL TAX

REVENUES				
34-01-00-4341 State Revenue	\$ 174,489	\$ 142,915	\$ 35,000	\$ -
EXPENDITURES				
34-01-00-7211 Supplies & Postage	\$ 1,978	\$ 842	\$ -	-
34-01-00-7230 Material & Equipment	6,753	938	-	-
34-01-00-7312 Professional & Contractual	63,116	47,602	-	-
34-01-00-7901 Work Orders - Public Works	2,099	-	-	-
34-01-00-7902 Work Orders - Parks	-	-	-	-
34-01-00-7907 Work Orders - Ports	37,434	35,926	-	-
34-01-00-7908 Work Orders - Public Facilities	664	140	-	-
34-01-00-7955 Work Orders-Tour/Econ Dev	32,438	27,933	-	-
34-98-00-8254 Operating Transfers - CPV Tax	30,007	29,535	190,000	-
	174,489	142,915	190,000	-
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS				
	\$ -	\$ -	\$ (155,000)	\$ -

FY20 Ending (34) Deferred Revenue	\$ 337,069
FY17 Designated for Capital Projects - PC Dock Fender	(3,546)
FY18&19 Designated for Capital Projects - Interpretive Trail / Pavilion	(123,183)
FY20 Designated for Capital Projects - Piedad Water Expansion	(47,081)
FY21 Budgeted (34) Addition to / (Use of) Deferred Revenue	(155,000)
FY22 Proposed (34) Addition to / (Use of) Deferred Revenue	-
Projected 06/30/22 Ending Fund (34) Deferred Revenue Balance	\$ 8,259

35 VEHICLE IMPOUNDMENT FUND

REVENUES				
35-01-00-4250 User Fees	\$ 1,950	\$ 2,500	\$ -	\$ 4,000
35-01-00-4341 State Revenue	26,089	27,915	27,500	27,000
35-01-00-4600 Misc Revenue (Salvage)	-	650	2,000	500
	\$ 28,039	\$ 31,065	\$ 29,500	\$ 31,500
EXPENDITURES				
35-01-00-7211 Supplies & Postage	\$ 7	-	-	-
35-01-00-7230 Material & Equipment	15,236	638	1,000	-

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
35-01-00-7312	Professional & Contractual	13,237	7,359	12,000	27,000
35-01-00-7360	Utilities	536	2,462	150	-
35-01-00-7900	Work Orders - Administration	5,468	2,005	-	2,000
35-01-00-7901	Work Orders - Public Works	9,972	22,816	5,000	-
35-01-00-7908	Work Orders - Public Facilities	2,409	601	1,000	1,000
		<u>46,863</u>	<u>35,881</u>	<u>19,150</u>	<u>30,000</u>
EXCESS REVENUE OVER (UNDER) EXPENDITURES,	ALLOCATIONS, & OPERATING TRANSFERS	\$ (18,824)	\$ (4,816)	\$ 10,350	\$ 1,500
	FY20 Ending Fund (35) Balance				\$ 387
	FY21 Budgeted (35) Revenue Over (Under) Expenditures				10,350
	FY22 Proposed (35) Revenue Over (Under) Expenditures				1,500
	Projected 06/30/22 Fund (35) Balance				12,237

50 CAPITAL IMPROVEMENT PROJECTS

REVENUES

50-01-09-4130	Sales Tax	\$ 968,420	\$ 886,510	\$ 485,000	629,473
50-01-00-4604	Donations	<u>106,160</u>	<u>22,149</u>	<u>-</u>	<u>-</u>
		1,074,580	908,659	485,000	629,473

EXPENDITURES

50-01-00-7392	Project Expenditures	\$ 1,057,870	803,231	227,810	390,000
50-01-00-7900	Work Orders - Administration	7,790	2,907	3,000	3,000
50-01-00-7901	Work Orders - Public Works	10,422	-	5,000	-
50-01-00-7908	Work Orders - Pub. Facilities	<u>19,689</u>	<u>17,312</u>	<u>30,000</u>	<u>30,000</u>
		1,095,772	823,449	265,810	423,000

TRANSFERS

50-98-00-8200	Operating Transfers - In from GF	\$ (376,182)	\$ (19,818)	\$ -	\$ -
50-98-00-8253	Operating Transfers -In from MSA	(9,967)	(55,421)	-	-
50-98-00-8254	Operating Transfers -In from CPV	(30,007)	(1,616)	-	-
50-98-00-8255	Operating Transfers - In from EconDev	(60,000)	(8,322)	-	-
50-98-00-8257	Operating Transfers - OUT from CIP	250,059	437,881	459,075	143,000
50-98-00-8258	Operating Trans -In from Equip Sink	<u>(86,294)</u>	<u>(185,000)</u>	<u>(163,100)</u>	<u>-</u>
		(312,392)	167,705	295,975	143,000

Transfers OUT from CIP:	
-To Water Fund (90)	\$30,000
-To Equipment Sinking Fund (61)	\$113,000

ALLOCATED EXPENSE

50-99-00-8101	Allocations - Administration	\$ 17,305	\$ 17,609	\$ 13,469	15,797
50-99-00-8104	Allocations - Finance	<u>33,282</u>	<u>33,028</u>	<u>33,844</u>	<u>33,392</u>
		50,587	50,637	47,313	49,189

EXCESS REVENUE OVER (UNDER) EXPENDITURES,	ALLOCATIONS, & OPERATING TRANSFERS	\$ 240,613	\$ (133,132)	\$ (124,098)	\$ 14,284
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This balance is for projects appropriated in previous years. Per HBC Section 9.05 capital appropriations do not lapse at year end.

FY20 Ending Fund (50) Balance	\$ 1,291,286
FY21 Budgeted (50) Revenue Over (Under) Expenditures	(124,098)
FY22 Proposed (50) Revenue Over (Under) Expenditures	14,284
Projected 06/30/22 Ending Fund (50) Balance	1,181,472

	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
55 FEDERAL CARES ACT FUND				
REVENUES				
55-01-00-4589 Federal Revenue				\$ 136,142
EXPENDITURES				
55-01-00-7392 Project Expenditures				\$ 75,000
TRANSFERS				
31-98-00-8256 Transfer OUT from Grant Fund to Medical Service Area				61,142
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS				\$ -

Expenditures include:
 MLCC support distribution Center \$10,000
 Appropriation to HEDC \$10,000
 Appropriation to SEAK Fair \$10,000
 Appropriation to Haines Chamber \$5,000
 Solid Waste Assistance Program \$40,000

61 EQUIPMENT SINKING FUND				
<i>TRANSFERS</i>				
61-98-00-8200 Transfers - In from General Fund	\$ (50,780)	\$ (40,715)	\$ (19,100)	\$ (16,000)
61-98-00-8253 Transfers -In from Medical Service	(10,000)	(10,000)	-	-
61-98-00-8257 Transfers - In from CIP	(189,500)	(125,000)	(13,000)	(113,000)
61-98-00-8258 Transfers -OUT from Sinking	86,294	185,000	163,100	-
	<u>(163,986)</u>	<u>9,285</u>	<u>131,000</u>	<u>(129,000)</u>
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS				\$ 129,000

Proceeds from e911 surcharge for e911 equipment replacement

Transfers IN from CIP to (61) for future purchase of:
 -HVFD SCBA \$13,000
 -Public works Heavy Equipment \$100,000

FY20 Ending Fund (61) Balance	\$ 625,410
FY21 Budgeted (61) Revenue Over (Under) Expenditures	(131,000)
FY22 Proposed (61) Revenue Over (Under) Expenditures	129,000
Projected 06/30/22 Ending Fund (61) Balance	623,410

75 LIBRARY BOND FUND				
REVENUES				
75-01-00-4021 Property Tax Revenue	\$ 14,228	\$ 14,000	\$ 14,000	\$ 14,148
EXPENDITURES				
75-01-00-7510 Principal	\$ 7,259	\$ 7,608	\$ 7,889	8,218
75-01-00-7520 Interest	6,889	6,540	6,259	5,930
	<u>14,148</u>	<u>14,148</u>	<u>14,148</u>	<u>14,148</u>
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS				\$ -
<i>TRANSFERS</i>				
FY20 Ending Fund (75) Balance	\$ 887			
FY21 Budgeted (75) Revenue Over (Under) Expenditures	(148)			
FY22 Proposed (75) Revenue Over (Under) Expenditures	-			
Projected 06/30/2022 Ending Fund (75) Balance	739			

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
76 SCHOOL G.O. BOND FUND					
2005 School Bonds (Refunded 2014 Series Three)					
REVENUES					
76-01-00-4021	Property Tax Revenue	\$ 349,198	\$ 763,190	\$ 885,763	\$ 776,506
76-01-00-4389	State of Alaska Revenue	839,020	405,830	-	418,119
		<u>1,188,218</u>	<u>1,169,020</u>	<u>885,763</u>	<u>1,194,625</u>
EXPENDITURES					
76-01-00-7510	Principal	\$ 830,000	\$ 865,000	\$ 905,000	955,000
76-01-00-7520	Interest	368,600	330,375	286,125	239,625
		<u>1,198,600</u>	<u>1,195,375</u>	<u>1,191,125</u>	<u>1,194,625</u>
2015 School Bonds					
REVENUES					
76-02-00-4021	Property Tax Revenue	\$ 26,391	\$ 57,810	\$ 60,504	\$ 58,045
76-02-00-4389	State of Alaska Revenue	65,170	30,790	-	31,255
		<u>91,561</u>	<u>88,600</u>	<u>60,504</u>	<u>89,300</u>
EXPENDITURES					
76-02-00-7510	Principal	\$ 40,000	\$ 40,000	\$ 40,000	40,000
76-02-00-7520	Interest	53,100	51,300	49,300	49,300
		<u>93,100</u>	<u>91,300</u>	<u>89,300</u>	<u>89,300</u>
TRANSFERS					
76-98-00-8257	Operating Transfers - IN from CIP	-	-	(324,075)	-
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS		<u>\$ (11,921)</u>	<u>\$ (29,055)</u>	<u>\$ (10,083)</u>	<u>\$ (0)</u>
	FY20 Ending Fund (76) Balance				\$ 4,483
	FY21 Budgeted (76) Revenue Over (Under) Expenditures				(10,083)
	FY22 Proposed (76) Revenue Over (Under) Expenditures				(0)
	Projected 06/30/22 Ending Fund (76) Balance				(5,601)
90 WATER REVENUE FUND					
REVENUES					
90-01-00-4401	Water Service Revenue	\$ 411,077	\$ 409,231	\$ 413,200	\$ 413,400
90-01-00-4408	Cruise Ship Water Sales	14,974	272	6,000	3,500
90-01-00-4402	New Connection Hookup Fees	22,129	24,656	8,000	8,000
90-01-00-4407	Water Expansion Fee	4,180	7,830	4,000	4,000
90-01-00-4600	Miscellaneous Revenue	13,325	11,971	13,000	19,500
90-01-00-4610	Interest Earnings	8,807	4,121	6,000	6,000
	TOTAL REVENUES	<u>474,492</u>	<u>458,080</u>	<u>450,200</u>	<u>454,400</u>
EXPENDITURES					
90-01-00-6110	Salaries and wages	\$ 114,617	\$ 130,129	\$ 117,404	\$ 123,399
90-01-00-6115	Payroll Burden	36,993	42,449	39,075	41,027
90-01-00-6140	Health Insurance	27,759	35,171	37,008	38,928
90-01-00-7211	Supplies & Postage	2,672	3,467	3,100	3,100
90-01-00-7230	Material & Equipment	73,645	117,552	45,150	40,000
90-01-00-7241	Computers & Peripherals	375	2,501	500	500
90-01-00-7312	Professional & Contractual	43,542	30,825	51,000	54,000
90-01-00-7325	Dues, Subscriptions & Fees	850	742	1,550	2,000

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		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
90-01-00-7334	Travel & Per Diem	-	392	-	-
90-01-00-7335	Training	-	450	600	600
90-01-00-7340	Advertising	25	56	1,000	1,000
90-01-00-7351	Banking & Insurance	9,075	12,685	16,900	17,700
90-01-00-7355	Vehicle Expense	3,099	3,764	4,300	4,300
90-01-00-7360	Utilities	23,290	27,581	27,500	27,500
90-01-00-7371	Maintenance & Repairs	67,035	33,072	47,000	25,000
90-01-00-7510	Principal	51,244	51,799	52,363	86,598
90-01-00-7520	Interest	11,753	10,985	9,995	36,561
90-01-00-7900	Work Orders - Administration	3,112	5,384	-	2,500
90-01-00-7901	Work Orders - Public Works	21,749	29,799	15,000	10,000
90-01-00-7908	Work Orders - Facilities	9,817	6,034	9,500	9,500
TOTAL CASH DIRECT EXPENDITURES		500,650	544,178	478,945	524,213
TRANSFERS					
90-98-00-8254	Operating Transfer - In from CPV Tax	-	(27,919)	(45,000)	-
90-98-00-8257	Operating Transfers - In from CIP	(20,340)	(38,000)	(10,000)	-
TOTAL TRANSFERS		(20,340)	(65,919)	(55,000)	-
ALLOCATED PAYROLL EXPENSE					
90-99-00-8101	Allocations - Administration	\$ 3,455	\$ 3,483	\$ 3,503	4,547
90-99-00-8104	Allocations - Finance	25,889	26,824	26,482	30,408
90-99-00-8105	Allocation - Assessment / Land Mgmt	2,651	1,777	2,460	2,594
90-99-00-8120	Allocations - IT	867	1,024	1,126	1,058
90-99-00-8161	Allocations - Water Revenue	(64,225)	(81,239)	(76,548)	(80,713)
90-99-00-8162	Allocations - Sewer Department	19,884	18,595	18,617	19,507
TOTAL ALLOCATED EXPENSE		(11,479)	(29,536)	(24,360)	(22,599)
TOTAL CASH EXPENDITURES, TRANSFERS, & ALLOCATIONS		468,831	448,722	399,585	501,614
REVENUE OVER (UNDER) CASH EXPENDITURES & ALLOCATIONS		5,662	9,358	50,615	(47,214)
NON-CASH EXPENDITURES					
90-01-00-7385	DEPRECIATION EXPENSE	283,056	283,506	321,000	336,000
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS		\$ (277,394)	\$ (274,148)	\$ (270,385)	\$ (383,214)
WATER FUND CAPITAL PROJECTS					
REVENUES					
90-50-00-4341	State Revenue (ADEC Loan Proceeds)				\$ 100,000
EXPENDITURES					
90-50-00-7392	Project Expenditures				\$ 140,500
90-50-00-7900	Work Orders - Administration				1,500
90-50-00-7908	Work Orders - Facilities				8,000
					150,000
TRANSFERS					
90-98-00-8254	Transfer IN from CPV Tax Fund (Valve Design)				(30,000)
Use of fund balance					\$ (20,000)
FY20 Ending Fund (90) Unrestricted Net Assets					\$ 180,769
Net Pension Liability					141,397

FY22 Water Fund Capital Projects include:
 - Water/Sewer Masterplan
 - Piedad Chlorine & UV Replacement Design
 - Treatment Plant Valve Replacement Design

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	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
FY20 Budgeted (90) Use of Fund Bal for Capital Improvements				(30,000)
FY21 Budgeted (90) Revenue Over <i>CASH</i> Expenditures				50,615
FY22 Proposed (90) Revenue Over <i>CASH</i> Expenditures				(47,214)
FY22 Proposed (90) Use of Fund Bal for Capital Improvements				(20,000)
Projected 06/30/22 Ending Unrestricted Net Assets (Less Net Pension Liability)				275,567
Projected 06/30/22 Net Assets as % of Fund Capital Assets				4%

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
91 SEWER REVENUE FUND (WASTEWATER TREATMENT)					
SEWER FUND OPERATIONS					
REVENUES					
91-01-00-4404	Sewer Service Revenue	\$ 526,787	\$ 515,737	\$ 529,500	\$ 520,900
91-01-00-4405	Sewer Hookup Revenue	7,094	16,060	4,000	4,000
91-01-00-4407	Sewer Expansion Fee	3,540	7,590	2,000	2,000
91-01-00-4600	Miscellaneous Revenue	147	1,000	2,000	2,000
91-01-00-4610	Interest Earnings	7,372	5,806	4,000	4,000
		<u>544,941</u>	<u>546,193</u>	<u>541,500</u>	<u>532,900</u>
EXPENDITURES					
91-01-00-6110	Salaries and wages	\$ 50,152	\$ 52,498	\$ 52,606	54,847
91-01-00-6115	Payroll Burden	24,466	17,007	17,839	18,581
91-01-00-6140	Health Insurance	16,584	16,813	18,504	19,464
91-01-00-7211	Supplies & Postage	2,592	2,921	2,500	2,500
91-01-00-7230	Material & Equipment	24,212	33,397	30,200	25,000
91-01-00-7241	Computers & Peripherals	356	2,183	1,500	1,500
91-01-00-7312	Professional & Contractual	6,551	3,033	35,000	41,000
91-01-00-7325	Dues, Subscriptions & Fees	8,170	7,930	8,520	8,520
91-01-00-7334	Travel & Per Diem	1,340	392	-	-
91-01-00-7335	Training	575	450	825	825
91-01-00-7340	Advertising	411	485	500	600
91-01-00-7351	Banking & Insurance	17,791	22,695	29,700	31,200
91-01-00-7355	Vehicle Expense	3,176	2,797	3,700	3,700
91-01-00-7360	Utilities	95,990	84,274	102,000	99,000
91-01-00-7371	Maintenance & Repairs	5,779	18,123	67,000	50,000
91-01-00-7510	Principal	49,764	54,835	54,908	59,981
91-01-00-7520	Interest	34,141	31,695	34,000	31,283
91-01-00-7900	Work Orders - Administration	3,639	2,599	1,000	2,500
91-01-00-7901	Work Orders - Public Works	7,143	7,212	53,000	9,000
91-01-00-7908	Work Orders - Facilities	10,766	7,257	8,000	8,000
		<u>363,598</u>	<u>368,595</u>	<u>521,302</u>	<u>467,501</u>
TRANSFERS					
91-98-00-8257	Operating Transfers - In from CIP	(55,219)	(260,000)	(112,000)	-
ALLOCATED PAYROLL EXPENSE					
91-99-00-8101	Allocations - Administration	\$ 3,455	\$ 3,483	\$ 3,503	4,547
91-99-00-8104	Allocations - Finance	25,889	26,825	26,482	30,408
91-99-00-8105	Allocations - Assessment / Land Mgmt	2,651	1,777	2,460	2,594
91-99-00-8120	Allocations - IT	867	1,024	1,126	1,058
91-99-00-8161	Allocations - Water Revenue	64,225	81,239	76,548	80,713
91-99-00-8162	Allocations - Sewer Department	(19,884)	(18,595)	(18,617)	(19,507)
		<u>77,203</u>	<u>95,753</u>	<u>91,502</u>	<u>99,813</u>
TOTAL CASH EXPENDITURES & ALLOCATED EXPENSES		385,582	204,348	500,804	567,314
REVENUE OVER (UNDER) CASH EXPENSE & ALLOCATED EXPENSES		159,359	341,845	40,696	(34,414)
NON-CASH EXPENDITURES					
91-01-00-7385	Depreciation Expense	316,722	329,164	318,000	357,164
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS FROM OPERATIONS		\$ (157,363)	\$ 12,680	\$ (277,304)	\$ (391,578)

	FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
SEWER FUND CAPITAL PROJECTS				
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> FY22 Sewer Fund Capital Projects include: - WWTP Electrical Upgrade </div>				
REVENUES				
91-50-00-4341				\$ 650,000
State Revenue (ADEC Loan Proceeds)				
EXPENDITURES				
91-50-00-7392				\$ 639,500
Project Expenditures				
91-50-00-7900				2,500
Work Orders - Administration				
91-50-00-7908				8,000
Work Orders - Facilities				
650,000				
Use of fund balance				
				\$ -
				\$ 483,644
FY20 Ending Fund (91) Unrestricted Net Assets				
				47,133
Net Pension Liability				
				40,696
FY21 Budgeted (91) Revenue Over CASH Operating Expenditures				
				(34,414)
FY22 Proposed (91) Revenue Over CASH Operating Expenditures				
				537,059
Projected 06/30/22 Ending Unrestricted Net Assets (Less Net Pension Liability)				
				9%
Projected 06/30/22 Net Assets as % of Fund Capital Assets				

92 BOAT HARBOR FUND**BOAT HARBOR FUND OPERATIONS****REVENUES**

92-01-00-4421	Transient Moorage	\$ 71,259	\$ 80,215	\$ 70,000	\$ 60,000
92-01-00-4422	Annual Slip Rental	101,241	118,991	115,000	117,000
92-01-00-4425	Ramp Fees	17,897	18,902	17,000	14,000
92-01-00-4427	Ice Sales	15,525	34,605	-	28,000
92-01-00-4428	Fuel Sales	291,551	282,002	282,000	250,000
92-01-00-4423	Electrical Service Maintenance	15,380	12,883	9,000	9,000
92-01-00-4600	Miscellaneous Revenue	24,387	26,530	25,000	20,000
92-01-00-4610	Interest Earnings	12,032	14,697	2,500	10,000
		549,271	588,824	520,500	508,000

OPERATING EXPENDITURES

92-01-00-5000	Cost of Fuel Sold	\$ 249,219	\$ 247,569	\$ 245,000	210,000
92-01-00-6110	Salaries and wages	148,782	145,678	156,013	141,129
92-01-00-6115	Payroll Burden	43,744	50,473	53,233	48,075
92-01-00-6140	Health Insurance	42,912	40,683	49,344	38,928
92-01-00-7211	Supplies & Postage	1,156	2,558	2,700	2,700
92-01-00-7230	Material & Equipment	16,250	10,509	10,000	10,000
92-01-00-7241	Computers & Peripherals	90	836	600	600
92-01-00-7312	Professional & Contractual	24,545	1,329	5,000	5,000
92-01-00-7325	Dues, Subscriptions & Fees	363	273	250	250
92-01-00-7334	Travel & Per Diem	493	1,027	-	-
92-01-00-7335	Training	172	361	400	400
92-01-00-7340	Advertising	153	456	500	500
92-01-00-7351	Banking & Insurance	16,431	18,210	22,700	21,800
92-01-00-7355	Vehicle Expense	2,127	2,090	2,400	11,900
92-01-00-7360	Utilities	68,885	71,141	62,000	75,000
92-01-00-7371	Maintenance & Repairs	6,046	6,408	10,000	10,000

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		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
92-01-00-7901	Work Orders - Public Works	5,183	5,262	3,000	3,000
92-01-00-7908	Work Orders - Facilities	3,358	2,104	3,000	3,000
92-01-00-7963	Work Orders - Harbors	(5,212)	-	(8,000)	-
		<u>624,696</u>	<u>606,967</u>	<u>618,140</u>	582,282
<i>TRANSFERS</i>					
92-98-00-8200	Operating Transfers - Gen Fund	\$ (110,000)	(50,000)	-	-
92-98-00-8255	Operating Transfers - Econ. Dev.	(3,337)	-	-	-
92-98-00-8263	Op Transfer - Harbor	15,000	-	-	-
		<u>(98,337)</u>	<u>(50,000)</u>	<u>-</u>	<u>-</u>
<i>ALLOCATED PAYROLL EXPENSE</i>					
92-99-00-8101	Allocations - Administration	\$ 9,675	\$ 9,752	\$ 9,809	12,733
92-99-00-8104	Allocations - Finance	15,920	16,468	15,954	16,563
92-99-00-8120	Allocations - IT	4,200	4,962	5,453	5,124
92-99-00-8163	Allocations - Harbor	(128,453)	(133,685)	(152,521)	(127,709)
		<u>(98,658)</u>	<u>(102,503)</u>	<u>(121,305)</u>	<u>(93,289)</u>
TOTAL CASH EXPENDITURES, TRANSFERS, & ALLOCATIO		427,701	454,464	496,835	488,993
REVENUE OVER (UNDER) CASH EXPENSE & ALLOC		121,570	134,360	23,665	19,007
<i>NON-CASH EXPENSE</i>					
92-01-00-7385	Depreciation Expense	681,371	685,160	760,000	760,000
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS		<u>\$ (559,801)</u>	<u>\$ (550,800)</u>	<u>\$ (736,335)</u>	<u>\$ (740,993)</u>
BOAT HARBOR FUND CAPITAL PROJECTS REVENUE OVER EXPENDITURES					\$ -
	FY20 Ending Fund (92) Unrestricted Net Assets				\$ 637,214
	Net Pension Liability				188,529
	FY21 Budgeted (92) Revenue Over (Under) CASH Operating Expenditures				23,665
	FY22 Proposed (92) Revenue Over (Under) CASH Operating Expenditures				19,007
	Projected FY22 Ending Unrestricted Net Assets (Less Net Pension Liability)				\$ 868,415
	Projected 06/30/22 Net Assets as % of Fund Capital Assets				3%

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
93 LUTAK DOCK FUND					
LUTAK DOCK OPERATIONS					
REVENUES					
93-01-00-4217	Lutak Dock User Fees	\$ 517,804	\$ 513,387	\$ 330,000	\$ 225,000
93-01-00-4620	Rent	-	-	-	31,136
93-01-00-4610	Interest Earnings	25,755	30,565	20,000	20,000
		<u>543,559</u>	<u>543,952</u>	<u>350,000</u>	<u>276,136</u>
EXPENDITURES					
93-01-00-7211	Supplies & Postage	\$ 206	\$ 513	\$ 800	800
93-01-00-7230	Material & Equipment	2,455	649	8,000	5,000
93-01-00-7241	Computers & Peripherals	26	901	8,000	9,000
93-01-00-7312	Professional & Contractual	28,071	20,167	50,000	22,000
93-01-00-7325	Dues, Subscriptions & Fees	201	138	200	200
93-01-00-7334	Travel & Per Diem	676	1,028	-	-
93-01-00-7335	Training	125	361	400	400
93-01-00-7340	Advertising	7	-	100	100
93-01-00-7351	Banking & Insurance	4,350	4,526	5,060	5,700
93-01-00-7355	Vehicle Expense	2,139	1,269	2,400	11,900
93-01-00-7360	Utilities	5,731	4,667	6,000	6,000
93-01-00-7371	Maintenance & Repairs	1,373	11,710	5,000	5,000
93-01-00-7901	Work Orders - Public Works	2,885	5,259	3,000	1,000
93-01-00-7900	Work Orders - Administration	9,392	2,981	2,000	2,500
93-01-00-7908	Work Orders - Facilities	3,285	1,609	6,000	6,000
		<u>60,921</u>	<u>55,779</u>	<u>96,960</u>	<u>75,600</u>
<i>ALLOCATED PAYROLL EXPENSE</i>					
93-99-00-8101	Allocations - Administration	\$ 13,821	\$ 13,932	\$ 14,013	16,370
93-99-00-8104	Allocations - Finance	9,672	9,987	9,561	9,853
93-99-00-8120	Allocations - IT	2,100	2,481	2,726	2,562
93-99-00-8163	Allocations - Harbor	60,533	63,363	67,803	63,511
		<u>86,126</u>	<u>89,763</u>	<u>94,103</u>	<u>92,296</u>
TOTAL CASH EXPENDITURES & ALLOCATIONS		147,047	145,542	191,063	167,896
REVENUE OVER (UNDER) CASH EXPENSE & ALLOCATIONS		396,512	398,410	158,937	108,240
<i>NON-CASH EXPENSE</i>					
93-01-00-7385	Depreciation Expense	99,307	99,307	99,400	99,400
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS		\$ 297,205	\$ 299,103	\$ 59,537	\$ 8,840
LUTAK DOCK CAPITAL PROJECTS					
EXPENDITURES					
93-50-00-7392	Project Expenditures (Rehabilitation Design)				1,400,000
	Use of Lutak Dock Fund Balance for Dock Replacement Design				<u>(1,400,000)</u>
	FY20 Ending Fund (93) Unrestricted Net Assets				\$ 2,540,286
	FY21 Budgeted (93) Revenue Over CASH Expenditures				158,937
	FY22 Proposed (93) Revenue Over CASH Operating Expenditures				108,240
	FY22 Proposed (93) Use of Fund Balance for Capital Projects				<u>(1,400,000)</u>
	Projected FY22 Ending Fund (93) Unrestricted Net Assets				\$ 1,407,463
	Projected 06/30/22 Net Assets as % of Fund Capital Assets				79%

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
94 PORT CHILKOOT DOCK FUND					
REVENUES					
94-01-00-4218	PC Dock Usage Fee	\$ 111,375	\$ 69,977	\$ 2,400	\$ 15,000
94-01-00-4225	PC Dock Parking Permit	1,285	-	3,600	-
94-01-00-4610	Interest Income	3,052	3,467	-	-
		<u>115,712</u>	<u>73,444</u>	<u>6,000</u>	<u>15,000</u>
EXPENDITURES					
94-01-00-7211	Supplies & Postage	\$ 148	\$ 263	\$ 750	250
94-01-00-7230	Material & Equipment	6,053	1,654	2,500	2,500
94-01-00-7241	Computers & Peripherals	39	901	600	6,000
94-01-00-7312	Professional & Contractual	3,108	890	1,500	1,500
94-01-00-7325	Dues, Subscriptions & Fees	201	138	350	350
94-01-00-7334	Travel & Per Diem	939	1,027	-	-
94-01-00-7335	Training	297	361	400	400
94-01-00-7340	Advertising	-	-	100	100
94-01-00-7351	Banking & Insurance	11,666	13,318	15,092	16,700
94-01-00-7355	Vehicle Expense	1,438	1,041	1,200	7,200
94-01-00-7360	Utilities	8,373	8,598	11,000	8,500
94-01-00-7371	Repairs & Maintenance	139	141	25,000	2,000
94-01-00-7901	Work Orders - Public Works	105	40	1,400	-
94-01-00-7907	Work Orders - Ports	(37,434)	(35,926)	-	-
94-01-00-7908	Work Orders - Facilities	503	671	1,000	1,000
		<u>(4,424)</u>	<u>(6,882)</u>	<u>60,892</u>	<u>46,500</u>
ALLOCATED PAYROLL EXPENSE					
94-99-00-8101	Allocations - Administration	\$ 3,455	3,483	3,503	4,547
94-99-00-8104	Allocations - Finance	7,322	7,541	7,267	7,523
94-99-00-8120	Allocations - IT	2,100	2,481	2,726	2,562
94-99-00-8163	Allocations - Harbor	67,919	70,322	84,718	64,199
		<u>80,796</u>	<u>83,827</u>	<u>98,214</u>	<u>78,831</u>
TOTAL CASH EXPENDITURES & ALLOCATIONS		76,372	76,945	159,106	125,331
TRANSFERS					
94-98-00-8255	Operating Transfers - from EconDev	(49,500)	(41,600)	-	-
TOTAL CASH EXPENDITURES & TRANSFERS		26,872	35,345	159,106	125,331
REVENUE OVER (UNDER) CASH EXPENSE & TRANSFER		88,840	38,099	(153,106)	(110,331)
NON-CASH EXPENSE					
94-01-00-7385	Depreciation Expense	327,291	327,291	327,500	327,500
EXCESS REVENUE OVER (UNDER) EXPENDITURES, ALLOCATIONS, & OPERATING TRANSFERS		\$ (238,451)	\$ (289,192)	\$ (480,606)	\$ (437,831)
FY20 Ending Fund (94) Unrestricted Net Position					\$ 298,447
FY21 Budgeted (94) Revenue Over (Under) CASH Expenditures					(153,106)
FY22 Proposed (94) Revenue Over (Under) CASH Expenditures					(110,331)
Projected FY22 Ending Fund (94) Unrestricted Net Assets					35,010
Projected 06/30/22 Net Assets as % of Fund Capital Assets					0%

		FY19 ACTUAL	FY20 ACTUAL	FY21 BUDGET	FY22 PROPOSED
97 PERMANENT FUND					
REVENUE					
97-01-00-4610	Permanent Fund Income	\$ 601,899	\$ 539,995	\$ 358,000	\$ 348,000
EXPENDITURES					
97-01-00-7312	Professional & Contractual	\$ 22,127	\$ 22,742	\$ 22,250	21,750
97-01-00-7351	Banking & Insurance	1,757	2,000	2,000	2,000
		23,884	24,742	24,250	23,750
<i>TRANSFERS</i>					
97-98-00-8252	Operating Transfers - IN fr Land Sales	\$ (3,879)	\$ -	\$ (32,628)	-
97-98-00-8264	Operating Transfers - OUT fr Permanent	304,000	304,000	757,000	312,000
		300,121	304,000	724,372	312,000
EXCESS REVENUE OVER (UNDER) EXPENSES, ALLOCATIONS, & OPERATING TRANSFERS		\$ 277,894	\$ 211,253	\$ (390,622)	\$ 12,250
	FY20 Ending Fund (97) Balance				9,148,897
	FY21 Budgeted (97) Revenue Over (Under) Expenditures				(390,622)
	FY22 Proposed (97) Revenue Over (Under) Expenditures				12,250
	Projected 06/30/22 Ending Fund (97) Balance				\$ 8,770,525



Haines Borough
Assembly Agenda Bill

Agenda Bill No.: 21-1083
Assembly Meeting Date: 06/08/21

Business Item Description:	Attachments:
Subject: Authorize Manager to Negotiate Lease with Vertical Bridge Development LLC	1. Ordinance 21-05-585 2. Lease Application 3. PC Recommendation
Originator: Borough Manager	
Originating Department: Administration	
Date Submitted: 5/13/21	

Full Title/Motion:
No motion necessary since Ordinance 21-05-585 is already scheduled for its second public hearing 6/22/21.

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

Fiscal Impact:

Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 0	\$ 0	\$ 0	Lease approved by later ordinance

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

Summary Statement:
Vertical Bridge Development LLC would like to lease a 50' x 50' portion of parcel C-LTR-04-2920 for a Verizon Communications tower. Please note that the location for the tower has changed through consultation with Borough staff. The Harbormaster has suggested and approved of the currently suggested location.

FYI-This site will be a 4G/LTE site and cover the Lutak inlet, Ferry terminal and the Lutak Highway. Installation of 5G is technology with higher data rates (speed) but a smaller "footprint" (i.e. coverage pattern) . Its deployment is a matter of population and user density so it is difficult to tell at this time whether there is sufficient user traffic to warrant the technology. Nonetheless, the current 4G technology offers larger area coverage albeit at slightly slower speeds than 5G.

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

Assembly Action:
Meeting Date(s): 5/25, 6/8, 6/22/21
Public Hearing Date(s): 6/8/21 and 6/22/21
Postponed to Date: _____

An Ordinance of the Haines Borough approving the lease application for the lease of an area not-to-exceed 50'X50' of Haines Borough parcel C-LTR-04-2920 and authorization for the Borough Manager to negotiate a lease for Assembly approval.

WHEREAS, Vertical Bridge Development LLC has applied to lease a 50' x 50' parcel to erect a 150' Self-support communications tower; and

WHEREAS, Haines Borough Code ("HBC") HBC 14.16.040, requires that each lease application filed be forwarded to the Planning Commission for its review and recommendation to the assembly; and

WHEREAS, Vertical Bridge Development LLC's lease application was considered by the Planning Commission on May 13, 2021 and the Planning Commission found that parcel 2920 was appropriate for the intended use and they recommend the approval of the lease; and

WHEREAS, HBC 14.16.040 also requires the Assembly to approve or disapprove of the application within 30 days of its submittal to it by the Planning Commission; and

WHEREAS, HBC 14.16.040 also provides that upon approval of the lease application, "the application will be sent to the assessor for the assessor's estimate of the costs required to handle the application, including but not limited to one or more of the following: survey, appraisal, and advertising of the proposed lease of the area under application"; and

WHEREAS, Haines Borough Code ("HBC") 14.16.090 provides that, "No land shall be leased for an annual rent less than \$500.00 or 10 percent of the appraised value of the land and any improvements thereon owned by the borough, whichever is more"; and

WHEREAS, HBC 14.16.160 provides that upon authorization by the assembly by non-code ordinance, the manager may commence negotiations for the lease of Borough land; and

WHEREAS, the resulting shall contain the essential terms outlined in HBC 14.16.180, and the negotiations will be for the purpose of determining the area and value of the lease premises; and

WHEREAS, the final lease terms are subject to approval by the assembly by ordinance,

NOW, THEREFORE, BE IT ENACTED, by the Haines Borough Assembly, that it is hereby determined to be for a public purpose and in the public interest of the Haines Borough to approve the lease application of Vertical Bridge Development LLC to lease a 50' x 50' parcel to erect a 150' Self-support communications tower on parcel C-LTR-04-2920; and to refer the application to the assessor for an estimate of costs; and to authorize the Borough Manager to negotiate a lease with Vertical Bridge Development LLC.

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

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

Haines Borough
Resolution No. 21-05-585
Page 2 of 2

Section 3. Effective Date. This ordinance shall become effective immediately upon adoption.

ADOPTED BY A DULY CONSTITUTED QUORUM OF THE HAINES BOROUGH ASSEMBLY THIS ___ DAY OF JUNE, 2021.

ATTEST:

Douglas Olerud, Mayor

Alekka Fullerton, CMC, Borough Clerk

Date Introduced:	05/25/21
Date of First Public Hearing:	06/08/21
Date of Second Public Hearing:	06/22/21



Example of Communications tower.

HAINES BOROUGH

APPLICATION FOR USE OF / PURCHASE OF /
EASEMENT THROUGH OR VACATION-PURCHASE OF
BOROUGH-OWNED REAL PROPERTY

TYPE OF APPLICATION
(check one)

PURCHASE LEASE LEASE ASSIGNMENT EASEMENT
 VACATION-PURCHASE USE PERMIT

Legal Name of Applicant(s) Vertical Bridge Development, LLC
750 Park of Commerce Dr., Ste 200
Mailing Address Boca Raton, FL 33487 Day Phone: 773-988-1715

1. Legal Description of Property (attach map/drawing): Attached
2. Existing Parcel Size: Sq. Feet: 435,600 Acres: 10
3. Existing Utilities: None: None
Water: On Site N/A Public _____
Sewer: On Site N/A Public _____
4. Access: C-LTR-04: 0200, 2930, 2920, 2800, 2600, 0100
5. Proposed Term of Usage: (leases may be issued for not less than five years nor more than 35 years) 30 years - 5 year initial with 5-5 yr
6. Include with this application the following: renewals
 - A. \$100 non-refundable filing fee
 - B. Plans, reports, a narrative, and other material sufficient to permit the Borough to evaluate the need for the land request including:
 - A. Purpose/reasons
 - B. Use, value and nature of proposed improvements to be constructed (including plans and maps).
 - C. Date construction to begin and projected completion date.
7. Comprehensive Plan designation for property: unknown
8. Zoning designation for property: WI Waterfront Industrial
9. Current assessment by Borough Assessor: \$ _____

I HEREBY CERTIFY THAT ALL OF THE STATEMENTS MADE IN THIS APPLICATION AND ITS INCORPORATED ATTACHMENTS ARE TRUE AND CORRECT.

Ariel Rubin, VP of Development

Signature of Applicant

Date:

03-03-21

Vertical Bridge Development, LLC
750 Park of Commerce Drive, Suite 200
Boca Raton, FL 33487

Project #: US-AK-5259
2233 Lutak Road
Haines, AK 99827
Location: NAD83: 59.282042N/135.469933W AMSL 100'

Action requested by Haines Borough Assembly: Lease of a 50' x 50' parcel, multiple access, utility easements from Lutak Road to the lease parcel and Conditional Use Permit approval of a 150' Self-support Tower.

Purpose of the Project:

To create a wireless communication site which allows for multiple wireless carriers to provide coverage to the Lutak Highway, the Ferry Terminal, and southern portions of the City of Haines.

Project Proposal:

Vertical Bridge LLC proposes to develop a wireless communication facility on a 50' x 50' leased portion of parent parcel C-LTR-04 2920 with access and utility easements to this site across parcel C-LTR-04 2930.

The lease and associated easements for this project will consist of an initial 5-year term with 5 additional extensions of 5 years each for a total of 30 years. Lease fee is to be determined by Borough appraisal.

The project design will consist of a 150' tower and a fenced 50' x 50' parcel which allows for up to three additional sublessee wireless carriers ground and antenna equipment within the leased parcel. Emergency power will be provided through a back-up generator. Standard utilities will be run from Lutak Road alongside the existing access road to the site location through easements granted by the Borough as part of this application.

The initial sub-lessee tenant for this project will be Verizon Wireless; Vertical Bridge will actively reach out to other wireless providers and offer competitive terms for their co-location on this new tower.

Upon approval of the lease terms by the Borough Assembly, Vertical Bridge will conduct geologic investigations to allow final foundation design for the site and subsequent final construction documents which will be consistent with the Conditions of Approval issued by the Borough of Haines and submitted for appropriate Building Permit approvals.

Project Value: Approximately \$300,000

Proposed Construction Start: Within 1 year of final project approval by the Borough



Haines Borough
BOROUGH ASSEMBLY
ACTION REQUEST

DATE: 5/13/2021

TO: Borough Assembly

FROM: The Haines Planning Commission

PLANNING COMMISSION ACTION:

Subject: Classification of Borough Land for Lease.

Decision: M/S Goldberg/Ferrin to approve Parcel C-LTR-04-2920 for lease
Motion carried unanimously

RATIONALE:

Commissioners noted that parcel 2920 is a good site for lease. The leasing of this parcel would not interfere with removal of material for Lutak Dock. This parcel was proposed by Shawn Bell in discussions with Patrick Evans from Lynx Consulting.

SUBMITTED BY  (signature)
Diana Lapham
Planning Commission Chair

INTERIM MANAGER'S REPORT

DATE: June 3, 2021
TO: Mayor and Borough Assembly
FROM: Alekka Fullerton, Interim Borough Manager

Administration

- **Vacation** - I will be on vacation June 16 – June 30 but I will be working remotely June 17, 22 and 24. Jila will be acting Manager while I am gone.
- **Borough Manager Advertisement**: The new solicitation for Borough Manager has been posted and published around the State and beyond.
- **NTP2 Contract**- DMVA secured the funding for NTP2 Contract (see attached), which will provide:
 - Geotechnical Consultation (virtual) – on call virtual geotechnical support to assist the Borough including attending meetings, providing technical guidance to working groups (BRAC), development of spotter training plans, plan reviews, etc.
 - Geotechnical Onsite Support for Access and Recovery – In person support for activities including daily observations and real-time feedback on landslide conditions while work is occurring in the AOC
 - Spring Reconnaissance – assess and evaluate surface features that were not previously observable and update the winter recon findings
 - Surface Instrumentation – Installation of survey equipment and crack extensometers to monitor ground movement
 - Geophysical Subsurface Investigation – surface technique used to estimate overburden thickness and bedrock stratigraphy (this helps with interpreting slope stability)
 - Update Findings Reports (based on previous tasks)
- **GeoScience Update**: The Geoscience team provided an update on Wednesday night. UAF has obtained grant funding to explore the origination of the slide. The meeting was recorded. If you missed the meeting and would like to listen to the recording, please contact my office and we will email you the link.
- **Lutak Dock Town Hall Meeting**: Meeting will be held in Assembly Chambers and on zoom TONIGHT, June 3 at 6:30 pm.

Fire Department

- **Call Log**: 178 EMS calls to date and 18 fire calls.
- **New Emergency Hire**: Alain D'Eprenensnil has been hired as an emergency hire for the month of June to cover vacations.
- **Logistical Difficulties**: The Fire Department continues to struggle with housing equipment since existing bay space is being used for decontamination cleaning of ambulances. We need to find other spaces to store equipment which cannot/should not be left out in the weather this winter.

Lands

- Dave Long will be starting as the Haines Borough Planner on June 14.
- The Assessor is currently compiling the final assessment roll. It is late this year due to the state's extension of timelines due to COVID.
- Thank you to Donna Lambert for stepping in to support the Planning Commission while we await the Planner.

Port and Harbors

- **Sport Ramp Project**. Two structures are currently being framed- the water utility shed and the pavilion. The project is currently on time and is due to be completed in July. We are still working on the asphalt core sample issue from last fall/winter.
- **Ice House**. There was, again, some discussion about the Ice House being managed by a private company- that fell through. The Ice House is currently up and running and being staffed by Haines Borough employees.
- **New Harbor Employee**: Mark Davis has joined the Harbor staff to provide seasonal support (including the fuel dock, ice house, etc.).
- **Yachts Return**. We have had several 50-60 ft yachts visit the Haines Harbor recently. It's good to see them back.
- **Lutak Dock**- Town Hall Meeting TONIGHT June 3.
 - Please attend and learn more about the new Lutak Dock concepts.

Public Facilities/Public Works

- **Operation Spin and Span**: Due to the volume of sand, dirt and debris deposited in Haines over the last winter, the Haines Public Works department is reaching out to citizens for help. This Saturday, June 5, please report to the Fire Hall at 9:00 with a push broom, #2 or square point shovel and wheelbarrow if you have them. We will all work together to clean up town. At noon, there will be a complementary picnic to thank all volunteers.
- **Roads**: There are several roads in the Haines Borough which need attention:
 - **Beach Road Temporary Road**- The next phase of the Beach Road temporary road is to dig down to the road bed and remove the debris. We have received an estimate from proHNS and will be issuing an RFP shortly.
 - **Porcupine Road**- This road is part of the RMSA of the Historic Dalton Trail. It is in need of routine maintenance (blading). Every year, the maintenance of this road is an issue since the cost to the commercial users of the road has never been established (it is always done on a voluntary basis).
 - **Mathias** – We have reached out to proHNS to give us an estimate of the cost to move Mathias into the Borough ROW. The road is non-conforming. Once we understand the cost, we will be able to make recommendations. Mathias has never been accepted as Borough road past the 4-plex—it is basically a shared driveway. Signage will be put up indicating that it is not a through road. See Planning Commission's Action Request attached.
- **Mosquito Lake Facility**: John Floreske has been hired to fix several electrical issues at the facility including the septic electrical.

RFP Issued for the following projects:

- Skyline/Beach Road Lift Station – No responsive proposals were received. We are currently verifying that the Haines Borough can act as its own General Contractor and, if so, will be hiring subcontractors to get this project completed.

Tourism

- **Large Cruise Ships**- The Haines Borough will not be seeing any large cruise ships this summer. The Silverseas has indicated that it will be visiting Haines in 2023 (not even 2022).
- **American Constellation** – Our first cruise ship of the season will be here June 12 from 7:00am – 12:30am. It carries 175 passengers but we expect it to be sailing at 75% capacity.
- **DCCED Grant**- The Tourism department has been working with HEDC on a COVID Safe Travels Grant. They were successful in obtaining \$83,355 for Haines COVID safe travel promotion.
- **Social Media Influencers**- Coming to town in the next few days.
- **Fourth of July**- The Tourism Department will be working with the Chamber of Commerce for our annual 4th of July celebration including a parade and fireworks.
- **Southeast Conference**- Will be held here in Haines September 14 - 16

**FEE PROPOSAL-NTP 2
REVISION 1**



GEOTECHNICAL INVESTIGATION AND ANALYSIS

BEACH ROAD LANDSLIDE HAINES, ALASKA

**RFP NO. 25213018
PROJECT NO. SDRER00317**

Prepared For:

**ALASKA DEPARTMENT
OF TRANSPORTATION &
PUBLIC FACILITIES**

6880 Glacier Highway
Juneau, Alaska 99811

April 28, 2021

April 28, 2021

R&M No. 2888.01

Travis Eckhoff, PE
Regional Geotechnical Engineer
Alaska Department of Transportation & Public Facilities
6880 Glacier Highway
Juneau, Alaska 99811



RE: Request for Fee Proposal – NTP 2 - Revision 1
Geotechnical Support, Beach Road Landslide, Haines, Alaska
Geotechnical Investigation and Analyses
IDIQ Contract for Geotechnical Design and Related Services
RFP No. 25213018, Project No. SDRER00317

Dear Mr. Eckhoff:

Following, please find our fee proposal, subcontractor cost bases, and proposed schedule for the continuation of Geotechnical Investigations and Analyses in support of the Beach Road Landslide project in Haines, Alaska. This proposed scope-of-services is based on multiple coordination meetings between the geotechnical project team, Alaska Department of Transportation and Public Facilities (DOT&PF), Haines Borough, Haines Emergency Operations Center (EOC), Department of Military and Veterans Affairs (DMVA), and Federal Emergency Management Agency (FEMA).

During these scoping meetings, it was determined that geotechnical aspects approved under Notice to Proceed (NTP) 2 would be limited to high-priority geotechnical investigations and analyses necessary to increase the understanding and confidence of specific preliminary conclusions and recommendations deemed critical to assess both short-term and long-term stability concerns as presented in the April 2021 Winter Reconnaissance – Preliminary Findings Report. Geotechnical support services are also intended to assist the Haines Borough with their initial objectives to obtain a better understanding of the slide hazards affecting their community, safe resumption of recovery activities, assessment of measures needed to allow Borough personnel and contractors to enter the site for recovery efforts, and to allow for restricted access for residents to address property concerns.

This scope-of-services is considered necessary and reasonable to support the Haines Borough by providing continued geotechnical consultation and to fill in specific data-gaps, as identified in the Preliminary Findings Report, as the Borough navigates the complex process of return to normalcy in the current Area of Concern (AOC) along Beach Road.

Our proposed project team will be comprised of R&M Consultants, Inc. (Prime) with Landslide Technology, Siemens & Associates, and Drilling Company (DC) as Subcontractors. Landslide Technology (LT) will perform the geotechnical Spring Reconnaissance and Investigation services. R&M Consultants, Inc. (R&M) will perform project management functions, terrestrial surveying services, and laboratory materials testing. Siemens and Associates (SA) will conduct geophysical subsurface investigations, and DGGS will install and operate a meteorological station (under separate contract).

Per request from DOT&PF, we have included costs associated with Task 3 “Borough Geotechnical Consultation”, Task 4 “Onsite Access and Recovery Support”, and Task 5 “Spring Field Reconnaissance and Subsurface Investigation”. These tasks and their general descriptions and associated limitations are discussed in the following sections.

9101 Vanguard Drive
Anchorage, Alaska 99507

phone: 907.522.1707

fax: 907.522.3403

R&M CONSULTANTS, INC.

rmconsult.com

The overall scope includes the following tasks:

- Task 3: Borough Geotechnical Consultation
- Task 4: Geotechnical Onsite Support for Access and Recovery
- Task 5: Spring Reconnaissance and Subsurface Investigation
 - 5.1 - Surface Reconnaissance of hillside slopes in the AOC
 - 5.2 - Surface Instrumentation across the tension cracks east of the slide area
 - 5.3 - Subsurface Investigation (borings and test pits)
 - 5.4 - Geophysical Subsurface Investigations
 - 5.5 - Updated Findings Report

PLEASE NOTE: The recommended scope has been split into two or three NTP's to facilitate the funding and approval process. The first package for NTP-2 consists of Tasks 3, 4, 5.1, 5.2, part of Task 5.3, 5.4, and 5.5. Subsequent NTP's will address the remaining Task 5.3 tasks associated with drilling borings and installing instruments within the borings. Costs presented within the NTP-2 portion of this task are associated with procuring long-lead time geotechnical instrumentation, subsurface investigation planning, scoping and procurement of drill rigs, clearing of drill sites, and mid-slope test pitting. The narrative provided for Task 5.3 is written to provide the reader with overall view of intended purpose of the drilling program. It is planned that costs associated with the on-site drilling, sampling, televising, and subsurface instrumentation installation will be contracted separately.

NTP-2: Task 3 – Borough Geotechnical Consultation

This task consists of virtual and written on-call geotechnical support to assist the Borough and the Haines EOC team with planning recovery efforts in the AOC. The project team's efforts would include providing geotechnical input to the Borough regarding stability concerns, landslide issues, and access/site safety related to existing and potential geo-hazards. These consultation services would include providing input to the Borough for their development of guidelines, recommended precautions, and restrictions for Borough personnel, consultants, contractors, recovery teams, and residents regarding accessing the AOC and the temporary interim road across the slide area. We would consult with the Borough regarding the need and requirements for an onsite weather station to continuously monitor precipitation amounts and intensity and other atmospheric conditions that could adversely impact slope stability. A conditions list would be developed regarding climatic events and other factors (i.e. ground cracks, slide movement, etc.) that could be indicators of potential or on-going slope movements and provide recommendations for action items/protocols to address these risks (i.e. limiting access, closure of interim road, suspending recovery/maintenance operations, etc.). The project team would work with the Borough to develop infographics, warning signs, and other communication tools as needed to advise residents, Borough personnel, and consultants/contractors regarding potential slide hazards and recommended precautions. Observational guidelines would be developed to educate safety spotters that could be utilized by Borough maintenance personnel, contractors, or any other group working in the AOC or along the interim access road. We have also included time in this task to participate and provide geotechnical consultation to the Borough during various meetings addressing recovery efforts and community concerns.

NTP-2: Task 4 – Geotechnical Onsite Support for Access and Recovery

The project team will provide onsite geotechnical support services to the Haines Borough and Haines EOC team during resumption of recovery activities in the AOC, assessment of the interim road, including measures needed to allow access by consultants, Borough personnel, and contractors to evaluate maintenance and potential debris removal efforts, and restricted access by residents. The overall scope of these events is currently

evolving, and this task contains flexibility to manage the evolving nature of the recovery efforts and assessment of the interim road.

Onsite geotechnical personnel would perform daily observations and evaluations to provide real-time feedback and recommendations to the Haines Borough and the EOC regarding landslide conditions and geologic hazards as the work progresses. Monitoring during onsite access and recovery activities would include: reconnaissance of landslide and slopes to provide updates on the latest conditions prior to working in the lower slide area; coordination with Borough and/or contractor provided spotters (located in various upslope areas to visually identify potential movements); installation of tell-tale stakes upslope of the headscarp and within the landslide mass to roughly visualize and measure any movement during reopening activities; dissemination of installed surface instrumentation data if available (as described in Task 5.2); and similar.

NTP-2: Task 5 – Spring Reconnaissance and Subsurface Investigation

This task is necessary for evaluating stability concerns of the existing landslide mass and other geologic features adjacent to the upper landslide headscarp area where extensive ground (tension) cracks were observed propagating along the steep hillside (apparent stability concerns in AOC), as recommended in the Winter Reconnaissance – Preliminary Findings Report. Task 5 is divided into five separate subtasks, which include:

- 5.1 – Surface Reconnaissance of hillside slopes in the AOC (following snowmelt) to assess changes in landslide features and evaluate existing features that were not previously observable.
- 5.2 – Surface Instrumentation to measure and monitor potential ground movements across the tension cracks east of the slide area.
- 5.3 – Subsurface Investigation (drilled borings and test pits) with geotechnical instrumentation to investigate stability concerns.
- 5.4 – Geophysical Subsurface Investigations of slope area to estimate bedrock stratigraphy and overburden thickness for slope stability assessments.
- 5.5 - Updated Findings Report (based on the foregoing tasks).

Sub-task 5.1 – Spring Surface Reconnaissance

This task includes a surface reconnaissance to observe, assess, and map landslide features on the hillside slopes in the AOC, the landslide, and east tension crack(s) area (following snowmelt). Most geologic and landslide features that influence slope stability were not able to be observed during the winter reconnaissance due to snow cover. These features include: new and existing ground/tension cracks, spring locations and saturated/wet areas, bedrock structure, fault evidence/features, rock mass conditions in the slide headscarp and sidescarps, and conditions of the existing slide debris. Other efforts would include the collection of rock samples for mineralogy evaluations (to determine if weak zones exist that could affect slope stability), future stability concerns, and faulting. This task also includes a program to perform test pits along the interim road to assess slide debris conditions and fill-in gaps between first four test pits performed in February 2021. Additional test pits would be performed within the slide area to assess slide debris conditions to inform potential contractors of near surface conditions during recovery and maintenance activity. Geotechnical laboratory testing would be performed on obtained samples to characterize the engineering properties of the slide debris and subsurface materials for subsequent recovery design efforts.

It is our understanding that the DGGS has recently obtained expanded LiDAR data collected in 2014, which provides pre-slide topography and geomorphological conditions. We would assess this data to help determine causation of the 2020 landslide event. This information would help determine existing factors that could have contributed to the initial landslide event (existing evidence of hillside mass movements) other than climatic conditions to help estimate potential geologic hazards.

During the reconnaissance, locations for surface instruments, geotechnical borings, survey prisms, geophysical lines, and test pits will be identified. Those identified areas will be cleared of trees and debris in advance to facilitate the planned investigations.

As the spring reconnaissance proceeds, acquired data and observations will be incorporated by office staff to update geologic interpretations and re-evaluate remaining data and monitoring needs. Upon completion of subtask 5.1, the project team would produce a memorandum to summarize the findings from the Spring Surface Reconnaissance.

Sub-task 5.2 – Surface Instrumentation Installation

This sub-task is planned to be accomplished concurrently with Sub-task 5.1 – Spring Surface Reconnaissance. Understanding weather conditions, soil moisture, and temperatures in and around the slide area is a critical aspect to forecasting potential movements or changes in stability. The project team would coordinate with DGGS for an onsite weather station to continuously monitor precipitation amounts and intensity and other atmospheric conditions that could adversely impact slope stability. This information would be used as an indicator for potentially unsafe conditions and provide advance warning of impeding conditions that could increase the risk of slope and landslide movements. When the weather station instrumentation is functional and trends can be evaluated, the data could be used by the Borough to limit access, closure of the interim road, and suspension of recovery/maintenance operations.

The tension cracks east of the headscarp are features of concern. The stability of the slope materials directly adjacent to the eastern sidescarp is not known and estimated to marginally stable due to the presence of the tension cracks. This task includes efforts to design, layout and install six extensometers (long distance measurements on the order of several feet) across the tensions cracks and extending downslope onto the apparently slumping slope). This subtask also includes design and installation of a robotic total station that would measure changes on and around the perimeter of the landslide at locations identified during sub-task 5.1. These surface instrumentation and monitoring efforts will be critical for the safe resumption of recovery activities in the AOC, assessment of the interim road, including measures needed to allow access by consultants, Borough personnel, and contractors to evaluate maintenance and potential debris removal efforts, and restricted access by residents. Upon completion of subtask 5.2, the project team would produce a memorandum to summarize the findings from the Surface Instrumentation Installation, with periodic monitoring updates.

Sub-task 5.3 – Subsurface Investigation and Instrumentation

The Winter Reconnaissance – Preliminary Findings Report identified recommended geotechnical instrumented borings to evaluate critical geologic hazards and risks. This subtask consists of performing a program of 12 instrumented borings, several test pits, and a series of analyses to evaluate critical slope geometry and stability factors in the landslide and adjacent slopes in the AOC, including the critical terrain in the vicinity of the east tension crack. Subsurface explorations are necessary for evaluating and managing geologic hazards while supporting initial community recovery efforts, assessment of the interim road, including measures needed to allow access to evaluate maintenance and potential debris removal efforts, and restricted access by residents. Rock coring and downhole optical televueing would be utilized to determine rock quality and structure. Geotechnical instrumentation,

including vibrating wire piezometers and MEMS array inclinometers to measure groundwater pressures and subsurface deformations, respectively. Supplemental test pits in slide runout deposits would also be performed during this effort. Data obtained from this task would allow for the development of 2-D and 3-D models critical to slope stability modeling for various geologic hazard and landslide scenarios.

PLEASE NOTE: Costs presented within this task within the first package for NTP-2 are associated with procuring long-lead time geotechnical instrumentation, subsurface investigation planning, scoping and contract coordination with drill rig contractors, clearing of drill sites (including tree clearing as needed), and mid-slope test pitting. The narrative provided for Task 5.3 is written to provide the reader with overall view of intended purpose of the drilling program. It is planned that costs associated with the on-site drilling, sampling, televueing, and subsurface instrumentation installation will be contracted in a separate NTP package(s).

Sub-task 5.4 – Geophysical Subsurface Investigation of Critical Areas

The subsurface investigation would include the use of seismic refraction and electrical resistivity methods. These geophysical methods will allow for more widespread interpretations of geologic stratigraphy and groundwater conditions in the steep upper hillside sections within the slide and the AOC. The nature of these steep upper areas is not fully understood and the geophysical subsurface investigation will help fill the gaps between the limited subsurface borings planned in these areas. Upon completion of subtask 5.4, the project team would produce a geophysical subsurface investigation report to summarize the findings from the geophysical investigation.

Sub-task 5.5 – Updated Geotechnical Findings Report

Upon completion of the Spring Surface Reconnaissance and Summer Investigation activities, geologic interpretations and analyses would be performed to evaluate potential geologic hazards and stability of slopes and the landslide. The existing preliminary findings report will be updated to incorporate data, conclusions, and recommendations resulting from the new reconnaissance's and subsurface investigation activities.

Geotechnical tasks would include developing subsurface data summaries; developing instrumentation plots and trends; updating geology interpretations maps and geologic cross sections; summarizing bedrock conditions, including rock structures and mineralogy and petrology tests; preparing profiles of slide debris scouring and deposition along Beach Road; updating evaluations of landslide conditions and causation; evaluating of slope conditions of the upper east slope in vicinity of east tension crack; updating recommendations for possible supplemental geotechnical investigation and instrumentation; performing preliminary slope stability and debris flow slide runout modeling analyses; etc.

An online portal would be used to display instrumentation data and trends. The consultant team will develop data plotting formats and will provide troubleshooting and management for 12 months.

A Spring Reconnaissance and Summer Investigation Findings report will be prepared that summarizes the investigation and monitoring results (which would update the evaluations and opinions in the prior Winter Reconnaissance Preliminary Findings Report).

DOT&PF, SRD-Materials

Mr. Travis Eckhoff

4/28/21

Page 6

Should you have any questions regarding our fee proposal or require more detailed information, please do not hesitate to contact us.

Sincerely,

R&M CONSULTANTS, INC.

A handwritten signature in blue ink, appearing to read "Aaron Banks".

Aaron T. Banks, CPG
Senior Geologist

April 28, 2021

2900

Aaron Banks, C.P.G.
Senior Geologist
R&M Consultants
9101 Vanguard Drive
Anchorage, Alaska 99507

DRAFT – NTP2 (Phase 2) Scope of Work Narrative
Haines Beach Road Landslide Geotechnical Investigation and Analysis – NTP2
Haines, Alaska

Dear Mr. Banks,

We have prepared this letter to serve as a narrative for our NTP2 (Phase 2) work scope proposal. During scoping meetings, it was determined that geotechnical aspects approved under Notice to Proceed (NTP) 2 would be limited to high-priority geotechnical investigations and analyses necessary to increase the understanding and confidence of specific preliminary conclusions and recommendations deemed critical to assess both short-term and long-term stability concerns as presented in the April 2021 Winter Reconnaissance – Preliminary Findings Report. Geotechnical support services are also intended to assist the Haines Borough with their initial objectives to obtain a better understanding of the slide hazards affecting their community, safe resumption of recovery activities, assessment of measures needed to allow Borough personnel and contractors to enter the site for recovery efforts, and to allow for restricted access for residents to address property concerns. The work described below accompanies our cost estimate spreadsheets.

The overall scope includes the following tasks:

- Task 3: Borough Geotechnical Consultation
- Task 4: Geotechnical Onsite Support for Access and Recovery
- Task 5: Spring Reconnaissance and Subsurface Investigation
 - 5.1 - Surface Reconnaissance of hillside slopes in the AOC
 - 5.2 - Surface Instrumentation across the tension cracks east of the slide area
 - 5.3 - Subsurface Investigation (borings and test pits)
 - 5.4 - Geophysical Subsurface Investigations
 - 5.5 - Updated Findings Report

PLEASE NOTE: The recommended scope has been split into two or three NTP's to facilitate the funding and approval process. The first package for NTP-2 consists of Tasks 3, 4, 5.1, 5.2, part of Task 5.3, 5.4, and 5.5. Subsequent NTP's will address the remaining Task 5.3 tasks associated with



drilling borings and installing instruments within the borings. Costs presented within the NTP-2 portion of this task are associated with procuring long-lead time geotechnical instrumentation, subsurface investigation planning, scoping and procurement of drill rigs, clearing of drill sites, and mid-slope test pitting. The narrative provided for Task 5.3 is written to provide the reader with overall view of intended purpose of the drilling program. It is planned that costs associated with the on-site drilling, sampling, televising, and subsurface instrumentation installation will be contracted separately.

TASK 3 – GEOTECHNICAL CONSULTATION

This task includes providing on-call geotechnical support to the Haines Borough during the development of the Borough’s approach to managing the Beach Road Landslide Area of Concern (AOC). Sub-tasks include reviewing Borough developed: i) public messaging and restrictions, ii) a list of public precautions, iii) a list of road closure conditions, and iv) advisory/warning signage. Conditions of the interim road will likely degrade with use. LT will provide geotechnical guidance to the Borough for their management of the road conditions, potential restrictions in use, and maintenance. LT will also assist with determining if landslide mitigation measures are necessary to support use of the interim road. Understanding weather conditions and effects within the AOC and on the interim road is critical. LT will assist the Borough and the Alaska Division of Geological and Geophysical Survey (DGGS) with determining monitoring requirements for weather and landslide activity. As a minimum, spotters are recommended during work on the interim road. LT will develop training materials for the Borough and identify equipment to facilitate spotting activities. LT will also provide geotechnical input to the Borough as they develop a Safety Plan specific to the AOC for employees and spotters.

Continued use of independent peer reviews is included in this task so that consultation provided to the Borough can be professionally vetted and public focused information can be improved. BGC Engineering staff consulted during the winter reconnaissance and development of our preliminary findings will be utilized for peer review. They will assist with development of items such as graphic design of pamphlets and fliers for public distribution.

TASK 4 – GEOTECHNICAL ONSITE SUPPORT FOR ACCESS AND RECOVERY

LT will provide geotechnical support during Borough onsite access and recovery efforts, including: review of ongoing landslide conditions, training for onsite spotters, installation/measurement of tell-tales, etc. After performing a geotechnical evaluation of landslide conditions, LT will provide training for Borough representatives and spotters, which will be accomplished prior to the Borough commencing with recovery activities or work on the interim road. LT will review current conditions of the landslide and adjacent slopes with spotters to establish observation baselines. Borough spotters will be positioned at key locations to be able to observe the full extents of the slide area and some of the surrounding slopes. Multiple spotters will be required to facilitate these activities. Communication protocols to notify workers of landslide changes/activity will be reviewed. LT will participate in daily tail-gates with spotters, Borough personnel, and/or road workers to maintain communications and an understanding of current landslide conditions. Surficial observations will be supplemented with



installation of tell-tales at key locations on and adjacent to the landslide, as accessible. Where possible, tell-tale measurements will be collected daily to understand changes in slope/slide conditions.

A LT representative would be available to support these efforts, which may occur in phases. The scope includes a total of 30 days onsite split over four periods (to be determined by the Borough). This includes expenses and travel for up to four trips.

TASK 5 – SPRING FIELD RECONNAISSANCE AND SUMMER SUBSURFACE INVESTIGATION

The spring reconnaissance and subsurface investigations require planning and implementation of activities and support needs, including safety measures in this high-risk environment, and coordination with agencies, emergency personnel, and vendors/contractors. Flexibility is necessary to achieve the workscope in this environment. The reconnaissance includes technical expertise efforts in the office in addition to field staff onsite for planning and processing geotechnical observations to fast-track and test findings expediently. The team of key experts provided by R&M and LT during the winter reconnaissance will be maintained during additional reconnaissance and investigation efforts. The durations of staff involvement are approximate and may be adjusted as the work progresses.

There are significant risks associated with reconnoitering an unstable debris flow landslide and marginally-stable slopes adjacent to the landslide due to the potential for creep movements, sudden accelerations of slide movement, reactivations of slide lobes, and traversing across ground where large tension cracks, cavities and liquefied zones exist but may be hidden. LT and R&M will revise the COVID plans and procedures along with the Site Safety, Health and Environment Plan (SSHE) and Activity Hazard Analyses (AHA) as appropriate for the new activities and site conditions. The COVID and SSHE plans will primarily be revised by R&M.

During the reconnaissance, locations for surface instruments, geotechnical borings, survey prisms, geophysical lines, and test pits will be identified. Those identified areas will be cleared of trees and debris in advance to facilitate the planned investigations.

The field reconnaissance plan developed during Phase 1 will be updated as necessary to incorporate activities to be conducted during the spring reconnaissance. We will provide a draft of the updated field reconnaissance plan to R&M and DOT&PF for review and to identify onsite needs and permits. The field reconnaissance plan will then be finalized and submitted for approval.

Task 5.1 – Spring Field Reconnaissance

The initial step for field work includes coordination with R&M to develop the SSHE, AHAs, and an updated field reconnaissance plan. Prior to deployment, a review of additional 2014 LiDAR will be conducted at LT offices to update geomorphic interpretations and identify target areas of interest for surface observation. LT will then compile mapping materials, field supplies, and rope access gear.

Three LT geotechnical staff will travel one-way from Portland to Juneau assuming one night of stay in Juneau. The following day (weather pending) crew will travel from Juneau to Haines via the State ferry system. One vehicle will be rented in Juneau and transported via ferry to Haines. The field



reconnaissance anticipates three LT staff will be onsite for a 10-day period based on available ferry travel dates from/to Juneau, assuming an average of 10 hours per day per person. An additional 4 days will be required for travel to and from Haines.

Upon arrival into Haines, we will coordinate with the Haines Borough and EOC to acquire radios and develop daily communication protocols. Reconnaissance will include several targeted mapping efforts to characterize landslide features, the headscarp/sidescarps, the eastern tension crack area, drainages/springs/wet areas, bedrock areas, the basin/hollow south of the slide, and other areas of interest. Locations will be accessed by foot and with use of rope access equipment as necessary. Landslide features such as lobes of colluvium, potential flow paths, source area and flow path for the secondary slide event, etc. will be evaluated and sampled as accessible. Springs and residential spring-water collection systems will be identified and characterized. These evaluations and characterizations will be used to refine our landslide hazard analyses and causation interpretations.

During the reconnaissance borehole locations will be confirmed and marked. Likewise potential locations for prisms will be identified for use in a robotic total station monitoring approach. Should monitoring locations be accessible and materials available, prisms may be installed.

Additional test pits will be conducted along the interim road to further characterize subsurface materials, measure the thickness of slide debris materials over the road, collect material samples, and possibly identify potential scour areas. A test pit exploration plan will be developed and submitted to DOT&PF for approval prior to conducting the exploration work and determination of permit and access needs. A local contractor would be retained to perform the test pit excavations.

Samples of slide debris, colluvium/alluvium, and bedrock materials collected during reconnaissance and test pit work will be shipped to a testing laboratory for further characterization, to be performed (or outsourced) by R&M. Anticipated testing would include (but not limited to): gradations, moisture contents, Atterberg limits, and rock petrology. Laboratory testing will be used to refine landslide interpretations and to develop slope stability models.

LT will verbally update DOT&PF and R&M at the end of each field day on progress and planned work for the next day. As the spring reconnaissance proceeds, acquired data and observations will be incorporated by office staff to update geologic interpretations and re-evaluate remaining data and monitoring needs.

Task 5.2 – Surface Instrumentation Installation

Understanding weather conditions, soil moisture, and temperatures in and around the slide is a critical aspect to forecasting potential movements or changes in stability. LT will provide input to DGGs for implementation of a weather station that would eventually be incorporated into an early warning system. Instruments such as tipping-bucket rain-gauge, temperature thermistors, humidity sensors, snow depth sensors, soil moisture sensors, and wind meters are being considered by DGGs. Data logging and telemetry of the data to an offsite computer server will be part of the weather station design. It is anticipated DGGs will incorporate an automated data acquisition system (ADAS). LT will work with DGGs to coordinate data storage/access of the weather station in conjunction with



surface (crackmeter/extensometer) and subsurface (VWP and MEMs) instruments. We have planned that our instrumentation experts will provide sixteen hours of office assistance to DGGs.

The tension cracks east of the headscarp are features of concern. The stability of the slope materials directly adjacent to the eastern sidescarp is not known and estimated to marginally stable due to the presence of the tension cracks. Our estimate includes efforts to design, layout and install six extensometers, which are long distance extensometer rods/cables would extend on the order of 50 feet across the tension cracks and downslope onto the interpreted slump mass. Design and layout work will include: i) determining hardware requirements, ii) procuring instruments, data loggers, enclosures, and associated hardware, iii) building data logger equipment and developing logger programming, iv) determining data output needs, v) bench testing instrumentation equipment and programming, and vi) shipment/installation of the meters, data loggers, and enclosures, and similar. We have estimated one LT personnel will require two weeks of work in the office to design, build, test and ship the instrumentation. Installations will require a minimum of two LT personnel over a 9-day period onsite with helicopter support.

The surface instrumentation/monitoring program will also include installation of a robotic total station that will measure changes on and around the landslide perimeter at locations identified during Task 5.1 (Spring Reconnaissance). LT will assist R&M with locating prisms (as described in Task 5.1) and total station equipment. We have included consultation time for our instrumentation specialist.

Periodic review and analysis of the surface instrumentation data will be conducted by LT remotely as data becomes available. A baseline of site conditions will be evaluated and, subsequently, will be discussed with DGGs and DOT&PF. It should be noted collection of seasonal data is critical for understanding site conditions and changes. Trends will be evaluated over a full season (i.e., summer 2021 through 2022) as data is collected and baseline conditions are better understood.

Task 5.3 – Subsurface Investigation

An understanding of subsurface conditions is required in order to refine landslide interpretations so that slope stability models can be developed. Geologic hazard mechanisms, slide geometry, geologic stratigraphy, structural orientations, groundwater conditions, and material strength properties are key elements of a slope stability model. All of these elements would be evaluated with completion of a subsurface investigation and laboratory testing of collected samples. As detailed in the *Winter Reconnaissance, Preliminary Findings Report* dated April 8, 2021, we recommend completion of 12 borings. Details of the investigation offered in the report will be refined in an Exploration Plan. The plan will be submitted to DOT&PF for approval and use in permitting the investigation.

Completion of subsurface investigations will require several coordination aspects. We will work with specialized drilling contractors to perform helicopter accessed explorations to mobilize equipment and support daily operations. There may be an option to utilize multiple contractors, therefore we have included two driller mobilization costs. Drilling coordination includes a site visit for two LT personnel to review staked boring locations with the drilling and tree falling contractors. We have included two days of effort for the initial review plus travel. Nine of the boring locations will require clearing trees from an approximate 30- by 30-foot area. Due to the location of the borings, water is not readily



available; therefore, we anticipate helicopter support for delivery of water to all boring locations, except those adjacent to Beach Road.

It is anticipated additional test pits will be conducted at a midslope location within the landslide body in conjunction with the subsurface borings. These test pits will be conducted to characterize the slide mass, sample materials, and attempt to identify bedrock areas. It is anticipated the midslope pits will be accessed via the interim road and/or Mt. Riley Road. A local contractor would be retained to perform the test pit excavations. We have included four days for an LT person to observe road pioneering and test pit excavations plus travel.

To understand groundwater conditions, measure pore pressures, and determine if slope movement is occurring, each boring will have vibrating wire piezometer (VWP) and Measurand ShapeArrays © (consisting of continuous strings of MEMS displacement monitoring sensors). The VWPs will measure groundwater pressures at identified depths within the borehole and the MEMS strings will measure subsurface deformations. The VWPs and MEMS strings will be connected to data loggers and a telemetry system that will likely tie into the weather station ADAS. The data will be available to the investigation team and various stakeholders. We anticipate the setup of instrumentation, data loggers, enclosures, and trouble-shooting functionality will require 24 days of time for two LT personnel. This effort will be completed with three mobilizations as drilling is completed.

Measurement of geologic structural orientations in boreholes will be accomplished with down-hole optical televiewing. An optical televiewer (camera) with magnetometers and accelerometers will be lowered into each boring to record oriented images of the exposed sidewalls. Geologic discontinuities will later be measured with use a proprietary computer software. This equipment will be rented and shipped to Haines during the subsurface investigation program.

We have planned that all rock core samples will be shipped to DOT&PF facilities in Juneau for storage. As an alternative, samples may be stored at the DOT&PF construction offices in Haines.

We have planned the drilling will require 80 active drilling days for completion. We are anticipating the drilling contractor will complete the work on a rotation of 15 days on followed by 6 days off. This schedule will require 110 calendar days for completion of the drilling and instrumentation installations. We have included office support for all active drilling days along with on-site orientation/oversight efforts for one senior LT person over two separate four day periods. Preparation of draft summary boring logs will require a quality control (QC) review of rock core samples. We have included time for two LT geologists to review core samples at DOT&PF facilities for approximately one week including travel. During the QC efforts, samples will be selected and shipped for laboratory testing of rock type (petrology) and uniaxial compressive strength (UCS) to an outsource laboratory.

PLEASE NOTE: Costs presented within this task within the first package for NTP-2 are associated with procuring long-lead time geotechnical instrumentation, subsurface investigation planning, scoping and contract coordination with drill rig contractors, clearing of drill sites (including tree clearing as needed), and mid-slope test pitting. The narrative provided for Task 5.3 is written to provide the reader with overall view of intended purpose of the drilling program. It is planned that



costs associated with the on-site drilling, sampling, televueing, and subsurface instrumentation installation will be contracted in a separate NTP package(s).

Task 5.4 – Geophysical Subsurface Investigation Planning and Interpretation of Results

The subsurface investigation will be supplemented with use of seismic refraction and electrical resistivity methods. These geophysical methods will allow for more widespread interpretations of geologic stratigraphy and groundwater conditions. All geophysics conducted will be calibrated with use of the subsurface investigation results. Goals of the subsurface investigations include: i) estimation of colluvium thickness within the landslide, ii) estimation of overburden (colluvial) presence and thickness in areas outside of the landslide, iii) identification of bedrock areas outside of the landslide to assist with refinement of mapping (completed during Task 5.1), and iv) estimations of the depth to groundwater or presence of saturated conditions, if feasible.

We have included office support time to coordinate selection of geophysical investigation locations and methods with the geophysics consultant. The geophysical consultant will provide two personnel to perform field activities. It is our understanding R&M will provide two additional field personnel to assist with the geophysical investigations. We have included office time to assist with evaluation and geologic interpretation of the geophysical subsurface investigation results with the data collected during the field reconnaissance and subsurface investigation.

Task 5.5 – Updated Geotechnical Findings Report

Upon completion of the Spring Surface Reconnaissance and Summer Investigation activities, geologic interpretations and analyses would be performed to evaluate potential geologic hazards and stability of slopes and the landslide. Geotechnical tasks would include developing subsurface data summaries; developing instrumentation plots and trends; updating geology interpretations maps and geologic cross sections; summarizing bedrock conditions, including rock structures and mineralogy and petrology tests; preparing profiles of slide debris scouring and deposition along Beach Road; updating evaluations of landslide conditions and causation; evaluating of slope conditions of the upper east slope in vicinity of east tension crack; updating recommendations for possible supplemental geotechnical investigation and instrumentation; performing preliminary slope stability and debris flow slide runout modeling analyses; etc.

The data gathered during Tasks 5.1 through 5.4 will be used to update interpretations and opinions offered in the preliminary findings report. The geology interpretative maps and cross sections will be refined, based on mapping and subsurface information. Landslide debris will be characterized, including estimates of slide debris deposition thicknesses and/or scoured conditions. Conditions of the tension cracks that are present on the eastern side of the headscarp will be evaluated and interpretations of geologic hazards will be developed. Bedrock conditions and geologic structure evaluations will be updated and refined so that interpretations of geologic hazards outside of the landslide area can be developed. Should additional work be necessary, recommendations will be presented.

An online portal would be used to display instrumentation data and trends. The consultant team will develop data plotting formats and will provide troubleshooting and management for 12 months.



Slope and slide stability analyses are planned to evaluate geologic risks during interim recovery efforts and for developing recommendations for debris removal where excavation cuts and/or fills made at the toe of the landslide runout are anticipated, but potentially could inadvertently exacerbate instability, hazards and risks. Slope stability models will be developed to estimate local and global stability along with models to analyze potential debris flow runout extents. Local and global stability models will be based on landslide geometry and hillside stratigraphy determined during the subsurface and geophysical investigations. It is anticipated GeoStudio's computer program Slope/W will be utilized for slope stability modeling. Runout due to mobilization of materials within the landslide body as well as areas outside of the slide, as identified during Tasks 5.1 through 5.4, will likely be conducted with use of the computer program Flow-R. Models will be calibrated to known pre-slide and post-slide conditions and our understanding of slide geometries, adjacent site conditions, and material properties.

A Spring Reconnaissance and Summer Investigation Findings report will be prepared that summarizes the investigation and monitoring results (which would update the evaluations and opinions in the prior Winter Reconnaissance Preliminary Findings Report). The preliminary findings report will be updated as appropriate with the results of Tasks 5.1 through 5.4. The updated figures, maps, cross sections will be incorporated and a report will be compiled. A draft report will be submitted to DOT&PF for review and comment. A review meeting will be scheduled and attended with R&M, DOT&PF and appropriate stakeholders. Upon receipt of comments and completion of the review meeting the report will be finalized and resubmitted.

BGC will also provide peer reviews for this task so that landslide interpretations can be professionally vetted and complex technical issues can be more understood. Their expertise in the areas of landslide/debris flow site characterization, monitoring, remote sensing, hazard and risk assessment, etc. was quite useful for refinement of landslide interpretations. We will identify the key issues and facilitate the peer reviews, as needed.

CLOSING

We appreciate the opportunity to assist to R&M Consultants and the Alaska DOT&PF with this very challenging project. If you have any questions please call us at (503) 452-1200.

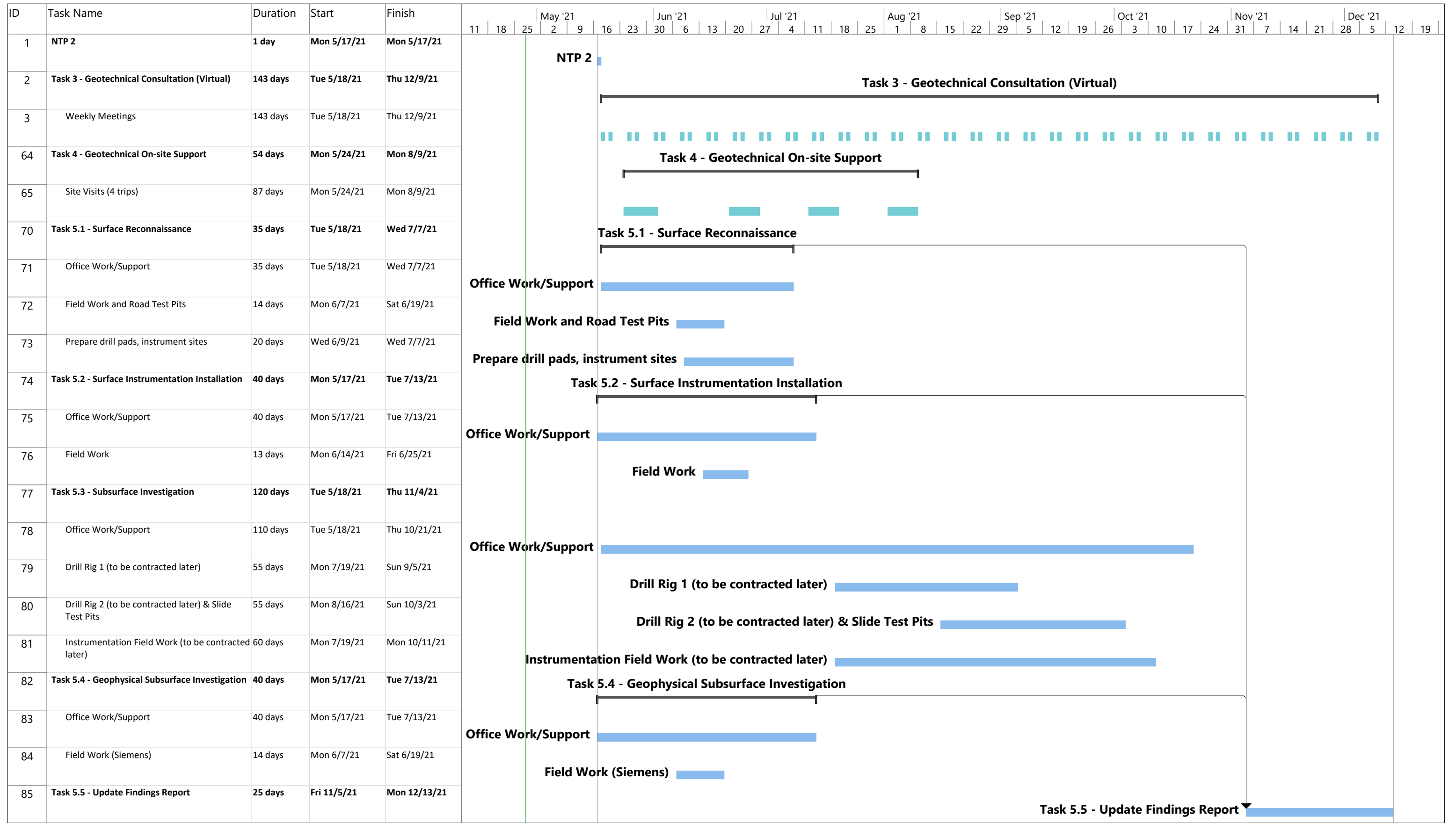
Sincerely,

LANDSLIDE TECHNOLOGY

A Division of Cornforth Consultants, Inc.

Michael R. Meyer, P.E.

President



NTP2 Haines Prelim Schedule (Date: Wed 4/28/21)

Task [Blue Bar] Split [Dotted Bar] Milestone [Diamond] Summary [Bracket] Manual Task [Teal Bar]



Haines Borough
BOROUGH ASSEMBLY
ACTION REQUEST

DATE: 5/27/2021

TO: Borough Assembly

FROM: The Haines Planning Commission

PLANNING COMMISSION ACTION:

Subject: Planning Commission recommendation for Mathias road.

Decision: M/S Turner/Ferrin to recommend to assembly that Mathias Road be placed back in the ROW, put in Cul de Sac, and not accept "road" past Dohrn 4-plex.

Motion carried unanimously

RATIONALE:

Mathias Road is the worse of the worse. Mr. Dohrn should be able to landscape his property. The road is platted and should be put back into it's platted ROW. The borough should not accept the "road" past Mr. Dohrn 4-plex C-690-04-0 D 00. It is a driveway.

SUBMITTED BY *Diana L. Lapham* (signature)
Diana Lapham
Planning Commission Chair

MINUTES

Port and Harbor Advisory Committee

Meeting Date: April 22, 2021

Date of Approval: May 27, 2021

1. **Call to Order:** A meeting of the Haines Borough Ports and Harbors Advisory Committee took place at 10:30 am, April 22, 2021, Terry Pardee presiding.
2. **Roll Call:**
Members in Attendance: Turner, Lapham, Studley, Pardee, Prisciandaro, Gray, Hughes
Members Not in Attendance:

Others in Attendance: Shawn Bell/Harbormaster, Cheryl Stickler/Stand-in Liaison, Ed Coffland/Facilities Director
3. **Approval of Agenda:** Studley moved to, amend the agenda to allow AIDEA Presentation to be given after approval of the minutes. The motion carried.
4. **Approval of Minutes:** Lapham moved to “approve the minutes from the March 25, 2021 meeting” and the motion carried unanimously.
5. **Lutak Dock**
 - A. **AIDEA Presentation** – Informational only, no action taken.
6. **Harbormaster’s Report:**
 - A. **Portage Cove Launch Ramp Construction Restart** – 1st week of May
 - B. **Fuel Tank Replacement Update** – RFP closes 13May
 - C. **Lutak Dock Grant Opportunities** – Build Grant and EDA Grant
 - D. **Aging Report**
7. **Unfinished Business:** None
8. **New Business:**
 - A. **2016 Pink Salmon Fishery Disaster Fund - \$90K**
 - a. **Letnikof Float Replacement Design** - Committee wishes to revisit at next regularly scheduled meeting
 - B. **Manager’s Budget – PC Dock, Lutak, and Harbor**
9. **Public Comments:**
Public comment given by Carol Tuynman, Liz Cornejo, Shannon Donahew, Jan Hill, Jessica Plachta, Karen Hess, Diana Lapham, Fred Gray, Tracey Harmon

10. **Next Meeting:** May 27, 2021 at 10:30 a.m.
11. **Adjournment:** The meeting was adjourned.

From: [Alekka Fullerton](#)
To: [Alekka Fullerton](#)
Subject: GASC 6.1.21 recommendations
Date: Wednesday, June 2, 2021 8:40:18 PM

At our 6/1/21 meeting, the GAS Committee made two recommendations that need attention at the next Assembly meeting:

1. Set date for Sheldon Museum Round Table (6/9/21) at 6:30 p.m. at HBPL with food. The goal is to have a conversation about how the Sheldon Museum will move forward in a manner that best serves the primary stakeholders and the Haines community. Potential outcomes include a goal statement, inter-agency partnerships, and vision for moving forward. An expected future action will be drafting a Borough Code change to clarify and streamline the Borough's role in the Sheldon Museum organizational structure. Invitations will be extended to Harriet Brouillette +1 (CIA), Kelleen Adams and BOT VP (Sheldon Museum), GAS Committee members, Haines Borough Manager.
2. In light of our current fiscal climate, GASC recommends the creation of a non-profit program for FY23 (next year). Exceptions to this include the Haines Fair (economic development), KHNS (community education/communication), and Becky's Place (public safety). Future non-profit allocation decisions will be guided by a formal application process currently being developed by GASC. The purpose for this policy change is to provide: 1) guidance to our community non-profit organizations; 2) support for Assembly decision-making accountability as the body allocates public funds focusing on public safety, economic development, and education; 3) equanimity for non-profits to access public funds regardless of who is serving on the Assembly; and, 4) budget decision timeliness.

Cheryl Stickler
Haines Borough Assembly Member



Agenda Bill No.: 21-1084

Assembly Meeting Date: 06/08/21

Business Item Description:	Attachments:
Subject: Contract with the Response Group for the Haines Incident Command System Academy	1. Resolution 21-06-917 2. The Response Group Proposal
Originator: EOC Commander	
Originating Department: Administration	
Date Submitted: 02/23/21	

Full Title/Motion:
Motion: Adopt Resolution 21-06-917

Administrative Recommendation:
This resolution is recommended by the EOC Commander.

Fiscal Impact:			
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets
\$ 25,988.00	\$ See below	\$ 0	Reduced maintenance costs

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

Summary Statement:
<p>The Haines Borough has implemented an all hazard plan using the National Interagency Incident Management System (NIMS) Incident Command System (ICS) for comprehensive management of disaster or emergency operations and the proper implementation of the system requires the use of NIMS ICS trained and qualified responders. The EOC Commander has obtained a proposal from The Response Group to bring trainers to the community to provide training and recommends the approval of the contract to provide this training.</p>

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

Assembly Action:	
Meeting Date(s): 06/08/21	Public Hearing Date(s):
	Postponed to Date:

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to execute a contract with The Response Group, for a Haines Borough ICS Academy Training for an amount not to exceed \$25,988.00

WHEREAS, the Haines Borough has implemented an all hazard plan using the National Interagency Incident Management System (NIMS) Incident Command System (ICS) for comprehensive management of disaster or emergency operations, and;

WHEREAS, proper implementation of the ICS requires NIMS Qualified and trained individuals; and

WHEREAS, in the past year the Haines Borough has experienced two major disasters that have resulted in an activated Emergency Operations Center (EOC); and

WHEREAS, the Borough recognizes the importance of having as many sufficiently trained individuals who can be counted on to respond and support an emergency should one occur; and

WHEREAS, The Response Group has proposed to bring two Alaska DHS EM and FEMA qualified instructors to Haines to assist the community in training new recruits and community leaders in ICS 300, ICS 400, G 402, G191 and other critical training necessary to understand and implement NIMS ICS responses during an emergency; and

WHEREAS, the Haines Borough Police Department has obtained grant funding in the amount of \$16,000 for this purpose; and

WHEREAS, on May 25, 2021, the Haines Borough Assembly appropriated additional funds in the amount of \$10,000 to support Emergency Planning;

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to execute a contract with The Response Group for the Incident Command System Academy for an amount not to exceed \$ 25,988.00.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this 8th day of June, 2021.

Attest:

Douglas Olerud, Mayor

Alekkka Fullerton, CMC, Borough Clerk

June 1, 2021

Carolann Wooton
Contracts and Grant Administrator/EOC Manager
Haines Borough
P.O. Box 1209
Haines, AK 99827

907-766-6409

907-314-2241

Dear Ms. Wooton:

I am pleased to submit the attached proposal for the Incident Command System Academy meeting all Alaska Division of Homeland Security and Emergency Management and FEMA standards on dates to be determined.

Enclosed, please find the following information:

- Company Background
- Project Description/Scope of Work
- Assumptions
- Proposed Costs
- Proposal Acceptance

We look forward to your response and further engagement. Please do not hesitate to contact me with any questions.

Sincerely,



David Popoff
The Response Group
13939 Telge Rd
Cypress, TX 77429
281-880-5000 - Main Office
713-448-9448 - Mobile
www.responsegroupinc.com

**Incident Command System Academy
Proposal: HBAK-ICSACADEMY-06-1-21**

June 1, 2021



Haines Borough, Alaska



The Response Group

Company Background:

The Response Group, Inc. (TRG) is a unique provider of response planning and support services with offices in Houston, New Orleans, Lake Charles and Anchorage. The company was founded in March 2003 and draws upon a range of experience in the oil, gas, chemical, and emergency response industries. The Response Group has been growing steadily since inception and continues to add qualified personnel with a range of experience. Through close personal relationships, attention to detail, and capitalizing on years of experience and leadership in the industry, The Response Group can provide you with effective emergency preparedness and response solutions.

Project Description/Scope of Work:

The Response Group (TRG) will provide the following to the Haines Borough, Alaska

One (1) Senior Consultant and one (1) Consultant to present one Incident Command System Academy, meeting all Alaska Division of Homeland Security and Emergency Management and FEMA standards. The Academy is scheduled for dates to be determined.

Academy Curriculum:

- ICS-300 - Intermediate Incident Command System for Expanding Incidents
- ICS-400 - Advanced Incident Command System for Complex Incidents
- G-402 - ICS Overview for Executives/Senior Officials
- G-191 - ICS/EOC Interface Workshop
- Web-IAP user workshop
- TRG will conduct an 6-8 hour Functional Exercise meeting requirements of the Homeland Security Exercise and Evaluation Program (HSEEP)
- TRG will review the Haines Borough Threat and Hazard Identification and Risk Assessment (THIRA) and provide recommended improvement/updates.

Assumptions:

- The course will be conducted in a training facility provided by Haines Borough and the facility will be equipped with a projector and sound system.
- Lead instructor is qualified by the Alaska Division of Homeland Security and Emergency Management and FEMA standard to present this course.
- Course start time will be: 0800 local time.
- Exercise preparation will be conducted on site with Haines Burrough Personnel.
- Proposal is based on a 10-hour work day. Additional work will be charged at an hourly rate.
- Professional service engagements are conducted on a time and materials basis and are estimated based on input from the client.
- Expenses are estimated and will be charged at actual cost.

Proposed Costs:

Haines Borough, AK Incident Command System Academy						
EXERCISE SUPPORT - PERSONNEL COST ESTIMATE						
Name	Rate	Travel Time	Prep Time	On-Site Time	Total Time	Cost
1. Senior Consultant	\$1,250 Day	1.50 Days	0.5 Days	9.0 Days	11.0 Days	\$ 13,750
2. Consultant	\$975 Day	1.50 Days	0.0 Days	9.0 Days	10.5 Days	\$ 10,238
Estimated Personnel Cost excluding Expenses:					\$	23,988
ESTIMATED EXPENSES - EXPENSES WILL BE CHARGED AT ACTUAL COST						
Type of Expense	Cost	Quantity			Cost	
Exercise Supplies - (If needed - Sitsat Signs - Poster Size 201 Form)	\$350 each	0			\$0	
Student Guides (ICS-300) (If Needed)	\$15 each	0			\$0	
Student Guides (ICS-400) (If Needed)	\$15 each	0			\$0	
Incident Management Handbooks (If Needed)	\$60 each	0			\$0	
Airfare (Denver - Juneau Round Trip)	\$1,005 each	0			\$0	
Airfare (Juneau - Haines Round Trip)	\$280 each	0			\$0	
Airfare (Houston - Denver Round Trip)	\$400 each	1			\$400	
Ferry Boat Option - Roundtrip	\$150 each	2			\$300	
Lodging Juneau	\$155 each	4			\$620	
Lodging Haines	\$110 each	0			\$0	
Personal Mileage, Parking and Tolls	\$75 each	2			\$150	
Meals	\$53 each	10			\$530	
Estimated Total Expenses:					\$	2,000
Estimated Total Training Support including Expenses					\$	25,988
Project Grand Total					\$	25,988

Discount applied to course

*Proposal is based on a 10 hour work day. Additional work will be charged at an hourly rate.

*Professional service engagements are conducted on a time and materials basis and are estimated based on input from the client.

Proposal Acceptance

If the terms set forth in this proposal (HBAK-ICSACADEMY-06-1-21) meet with your approval, please complete the following and fax or mail a copy to our office. An email indicating approval will also be accepted.

Agreed and accepted this _____ day of _____, _____

Signature: _____

Printed Name: _____

Note: All purchase order numbers for authorized work should be directed to the TRG Accounting Department at accounting@responsegroupinc.com. Any legal issues should be handled directly with Roy Barrett, President of TRG, at rbarrett@responsegroupinc.com. The scope, terms, and cost provided in this proposal are valid for 30 days from the date listed on the top of the proposal. After 30 days, the scope, terms, and cost are subject to change.



**Haines Borough
Assembly Agenda Bill**

Agenda Bill No.: 21-1085

Assembly Meeting Date: 6/08/21

Business Item Description:	Attachments:
Subject: Household Hazardous Waste Disposal Contract with Cox Environmental Services	1. Resolution 21-06-918 2. Cox Environmental Services Quote
Originator: Director of Public Facilities	
Originating Department: Public Facilities	
Date Submitted: 5/18/21	

Full Title/Motion:
Adopt Resolution 21-06-918

Administrative Recommendation:
This resolution is recommended by the director of public facilities.

Fiscal Impact:								
<table border="1"> <thead> <tr> <th>Expenditure Required</th> <th>Amount Budgeted</th> <th>Appropriation Required</th> <th>Projected Impact to Future Operating Budgets</th> </tr> </thead> <tbody> <tr> <td>\$ 36,675</td> <td>\$ 30,000</td> <td>\$ 0</td> <td>Budgeted Annually</td> </tr> </tbody> </table>	Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets	\$ 36,675	\$ 30,000	\$ 0	Budgeted Annually
Expenditure Required	Amount Budgeted	Appropriation Required	Projected Impact to Future Operating Budgets					
\$ 36,675	\$ 30,000	\$ 0	Budgeted Annually					

Comprehensive Plan Consistency Review:		
<table border="1"> <tr> <td>Comp Plan Goals/Objectives: Objective 15G, Page 254</td> <td>Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> </table>	Comp Plan Goals/Objectives: Objective 15G, Page 254	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Comp Plan Goals/Objectives: Objective 15G, Page 254	Consistent: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Summary Statement:
<p>The Haines Borough has provided an opportunity for the community to dispose of household hazardous waste and intends on doing so again in 2021. The Borough received a cost estimate from Cox Environmental Services for hazardous waste disposal services in the region. The Director of Public Facilities recommends contracting with Cox Environmental Services because it is advantageous to the borough to enter into a contract with a bidder for the same supplies or services such bidder is providing other Alaskan local governments (Haines Borough Code 3.60.170). These services are included in the proposed FY22 budget.</p>

Referral:				
<table border="1"> <tr> <td>Referred to:</td> <td>Referral Date:</td> </tr> <tr> <td>Recommendation:</td> <td>Meeting Date:</td> </tr> </table>	Referred to:	Referral Date:	Recommendation:	Meeting Date:
Referred to:	Referral Date:			
Recommendation:	Meeting Date:			

Assembly Action:				
<table border="1"> <tr> <td>Meeting Date(s): 06/08/21</td> <td>Public Hearing Date(s):</td> </tr> <tr> <td></td> <td>Postponed to Date:</td> </tr> </table>	Meeting Date(s): 06/08/21	Public Hearing Date(s):		Postponed to Date:
Meeting Date(s): 06/08/21	Public Hearing Date(s):			
	Postponed to Date:			

A Resolution of the Haines Borough Assembly authorizing the Borough Manager to enter into an agreement with Cox Environmental Services for 2021 household hazardous waste disposal services for an approximate amount of \$36,675.

WHEREAS, the Haines Borough has historically provided an opportunity for the community to dispose of household hazardous waste and intends on doing so again in 2021; and

WHEREAS, the Borough received a cost estimate from Cox Environmental Services for hazardous waste disposal services in the region; and

WHEREAS, the Municipality of Skagway has contracted with Cox Environmental Services for their household hazardous waste program and the Haines Borough will realize cost savings by coordinating with Skagway's program; and

WHEREAS, Cox Environmental Services proposes to provide planning, mobilization and event services for \$24,977; and

WHEREAS, Cox Environmental Services estimates shipping and disposal fees of \$11,698 (\$7,015 plus disposal fees); and

WHEREAS, the Director of Public Facilities recommends contracting with Cox Environmental Services because it is advantageous to the borough to enter into a contract with a bidder for the same supplies or services such bidder is providing other Alaskan local governments (Haines Borough Code 3.60.170); and

WHEREAS, these services are included in the proposed FY22 budget,

NOW, THEREFORE, BE IT RESOLVED that the Haines Borough Assembly authorizes the Borough Manager to enter into an agreement with Cox Environmental Services for 2021 household hazardous waste disposal services for an approximate amount of \$36,675.

Adopted by a duly-constituted quorum of the Haines Borough Assembly on this ____th day of June, 2021.

Douglas Olerud, Mayor

Attest:

Alekkka Fullerton, Borough Clerk



712 W 12th Street Juneau, Alaska 99801 907.586.4447 www.coxenv.com

Title:
Date:
05/11/21

HAINES HHW 2021 PLANNING, MOBILIZATION & EVENT

CES Labor

Project Planning with NRC Alaska & SKG	\$700.00
Final Disposal Report	\$700.00

NRC Alaska Labor & NRC Misc Fees

NRC Alaska Field Labor On-Site Managers (2 people) 2 Day Event	\$11,000.00
NRC Alaska Airfare ANC-HNS	\$2,030.00
NRC Alaska Per Diem	\$1,572.00
NRC Alaska Vehicle Rental	\$400.00

Supplies/Shipping/Disposal Fees

Supplies (Drums & Cartons)	\$3,000.00
Supplies Transportation	\$2,500.00

CES Subtotal	\$1,400
Misc/Sub Subtotal	\$20,502
Misc/Sub Markup (15%)	\$3,075
Total	\$24,977



712 W 12th Street Juneau, Alaska 99801 907.586.4447 www.coxenv.com

Title:
Date:
05/18/21

HAINES HHW 2021 SHIPPING & DISPOSAL

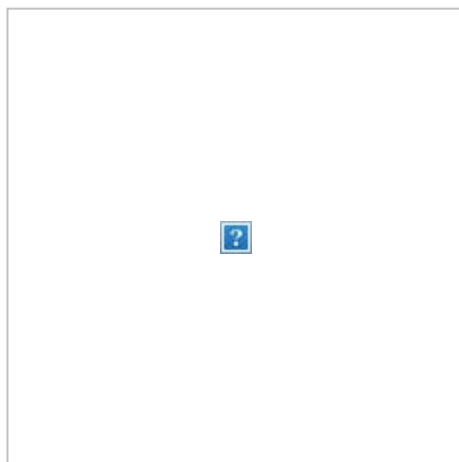
Supplies/Shipping/Disposal Fees

Disposal *estimated to be finalized after event	\$0.00
AML Barge Transport	\$6,000.00
Seattle Container Transport	\$450.00
NRC Documentation Fee	\$175.00
NRC Administrative Labor	\$390.00
Misc/Sub Subtotal	\$7,015
Misc/Sub Markup (15%)	
Total	

Container Size	Waste Stream Description	2021 Estimate	Cost	Total
55 DM	Paint Related Material - Bulked		\$350.00	
CYB	Paint Related Materials - Loosepack		\$1,200.00	
55 DM	Flammable Liquids Consolidation		\$210.00	
55 DM	Contaminated Used Oil		\$265.00	
55 DM	Spent Antifreeze		\$265.00	
55 DM	Latex Paint - Bulked		\$210.00	
CYB	latex Paint - Loosepack		\$850.00	
30 DM	Acid Labpack		\$215.00	
55 DM	Propylene Glycol		\$265.00	
55 DM	NiCad Batteries		\$250.00	
55 DM	Crushed Fluorescents		\$210.00	
55 DM	Oil/Water/Diesel Sludge		\$265.00	
15 DM	Toxic Labpack		\$175.00	
			Total	\$0.00

From: [Nils Andreassen](#)
To: [Aleka Fullerton](#)
Subject: AML Report - Supplemental Dues Outcomes and Appreciation
Date: Wednesday, June 2, 2021 9:23:22 AM

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



Dear AML Member,

About a year ago, we made an unusual request of our members – that in addition to their normal dues we asked you to consider a supplemental dues payment in support of AML during a challenging crisis. We were looking back then at a very uncertain year with multiple potential scenarios that would negatively impact the only organization in the state dedicated to strengthening local governments.

We received tremendous support from our members – **76 members contributed a total of \$469,000 to AML**. That was half our total request, but it made the complete difference in us weathering this storm. We would not be where we are today, having accomplished as much as we have, without your support.

We want to report on the outcomes of that assistance:

- Our hiring of a CARES Act program coordinator meant that we had someone dedicated to supporting members through CARES Act compliance and reporting. Not everyone needed it, of course, but **550 monthly reports were filed through our online reporting function**.
- We fielded hundreds of calls in the first few months, and regular calls with members who needed extra support in monthly reporting. **Out of 228 communities, only 23 have still not requested their funds, and only 8 of those are our members. 95% of all funds have been distributed, and 93% spent.**
- We ramped up our information sharing, with weekly (or more often) Zoom sessions on various topics, regular Zoom meetings with different groups of members, district meetings, and **Local Government ECHOs** with unified

command; we also dedicated a portion of our website to tracking both COVID response and CARES Act use.

- We increased our **public outreach**, releasing a number of videos that talked about impacts to communities, shared success, and highlighted member action. This resulted in a more informed legislature when it came to understanding the work that local governments put in.
- While we didn't use any additional member funding for lobbying activities, we definitely increased our education opportunities to inform policy makers along the way. We also implemented a "**Leg+Local**" weekly newsletter that informed legislators throughout session of municipal activities.
- For those communities involved in the online sales tax program, who we asked more of as part of this request, we were able to pay down debts associated with launching that program. Because of that, we waived an onboarding fee and reduced the rate we would have otherwise had to charge. **We saved 33 participating members approximately \$289,000.**
- We avoided COVID! **None of our staff contracted COVID** – between telework, flex schedules, office remodel, and careful office protocols, we were able to work through this pandemic.
- Finally, we hosted all of our conferences this last year virtually. While a week of Zoom featured heavily for the August conference, we shifted gears for the Annual Conference with improved technology and delivery that reached more AML members than ever. We spread our legislative outreach over the entire session, which meant we were able to deliver weekly "**Municipal Monday**" updates via video, monthly ACoM sessions with state officials, and bi-weekly legislative updates.

So, again, thank you! We will build on this in the years to come, to grow as you need us to, and to strengthen Alaska's local governments.

Nils Andreassen
Executive Director
907-790-5305

PS - If you haven't followed our public outreach efforts, make sure that you are familiar with the following:

- Twitter - @AlaskaMunicipal
- Facebook - @AKMunis
- Instagram - @alaskamunicipal
- Vimeo - [Alaska Municipal League](#)

We're sharing content every day, often, and regularly each week on some platforms.

Visit our website

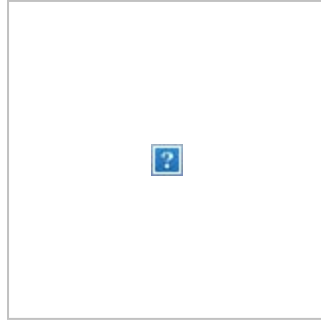


AML | One Sealaska Plaza, Suite 200, Juneau, AK 99801

[Unsubscribe afullerton@haines.ak.us](mailto:afullerton@haines.ak.us)

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